

Town of Yountville

6550 Yount Street
Yountville, CA 94599



Town of Yountville
"The Heart of the Napa Valley"

Meeting Minutes – Final

Tuesday, May 14, 2024

5:30 PM

Zoning & Design Review Board

Steven Miller, Chair
Michael Zagorsek, Vice Chair
Kimberly Cook, Member
Thomas Henthorne, Member
Kenneth Deposki, Member

1. **CALL TO ORDER**

Board Member Henthorn joined via Zoom.

2. **ROLL CALL**

Present: 5 Chair Steven Miller, Vice Chair Michael Zagorsek, Board Member Kimberly Cook, Board Member Thomas Henthorne, Board Member Kenneth Deposki

Absent: None

3. **PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was held.

4. **ADOPTION OF AGENDA**

A motion was made by Board Member Deposki, seconded by Chair Miller to Approve as amended. Motion made by Deposki to amend the order of the Agenda, since Member Deposki and Member Cook are both recused from item 9A.

Move to discuss the following section before Item 9A:

- Consent Calendar Item 7A
- No presentations were given for Item 8
- 9B & 9C from Public Hearing
- 10A Administrative Items
- 11 Staff and Board Reports

The Board will then return back to Public Hearing Item 9A. Adopt a resolution recommending that the Town Council approve the Major Subdivision Tentative Map, Preliminary and Final Master Development Plan, Density Bonus Concession and Waivers, Design Review, Tree Removal, and Fence Extension, adopt Conditions of Approval, and find the project exempt from the California Environmental Quality Act under CEQA Guidelines Section 15332 as an Infill Development project.

No public comment was made for this amendment. The motion carried by the following vote:

AYES: 4; Chair Miller, Vice Chair Zagorsek, Board Member Henthorne, Board Member Deposki

NOES: 1 Board Member Cook

ABSTAIN: 0

5. **APPROVAL OF MINUTES**

A. Approval of April 9, 2024 ZDRB Minutes

A motion was made by Board Member Cook, seconded by Vice Chair Zagorsek to Approval of April 9, 2024 ZDRB Minutes. The motion carried by the following roll call vote:

AYES: 5; Chair Miller, Vice Chair Zagorsek, Board Member Cook, Board Member Henthorne, Board Member Deposki

NOES: 0

ABSTAIN: 0

6. **PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA**

None.

7. CONSENT CALENDAR

- B.** Staff submittal of the 2023 Housing Element Annual Progress Report (APR) to the California Department of Housing and Community Development (HCD).

A motion was made by Board Member Cook, seconded by Vice Chair Zagorsek to Approve the Consent Calendar items The motion carried by the following roll call vote:

AYES: 5; Chair Miller, Vice Chair Zagorsek, Board Member Cook, Board Member Henthorne, Board Member Deposki

NOES: 0

ABSTAIN: 0

8. PRESENTATIONS

None.

9. PUBLIC HEARINGS

- A.** Adopt a resolution recommending that the Town Council approve the Major Subdivision Tentative Map, Preliminary and Final Master Development Plan, Density Bonus Concession and Waivers, Design Review, Tree Removal, and Fence Extension, adopt Conditions of Approval, and find the project exempt from the California Environmental Quality Act under CEQA Guidelines Section 15332 as an Infill Development project.

As per the previous meeting, Member Cook and Member Deposki are both recused due to conflict of interests.

Consultant Heather Gurewitz, the Town’s consultant Senior Planner from M group, provided the staff report and presentation.

Land Use Planner, Kirsty Shelton, represented the applicant and provided a presentation and clarify project goals and commitments. She then introduced Katherine Austin, project architect and provided further explanation of the plans. Attorney Jeff Dodd also spoke and addressed the public safety impact and waiver concerns.

Public Comment: Michael Borck, Jon Tenture, Bob O’Neil, Tom McDermitt, Jerry Glembocki

Kirsty Shelton, on behalf of the applicant, responded to the concerns from the public comment. Jeff Dodd, spoke on the State Density Bonus Law.

The board discussed further with guidance from the consultant and town attorney.

A motion was made by Vice Chair Zagorsek, seconded by Board Member Henthorne to Approve as amended. Member Zagorsek recommended to the Town Council to approve item 9A with the condition of approval provided that the land owner for the two trees provide consent for approval of removal. The motion carried by the following vote:

AYES: 3; Chair Miller, Vice Chair Zagorsek, Board Member Henthorne

NOES: 0

ABSTAIN: 0

RECUSED: 2; Member Cook, Member Deposki

- B.** Consideration of recommendations to the Town Council regarding adoption of a Resolution approving the Sixth Cycle (2023-2031) amendments to the Housing Element of the Town of

Yountville General Plan.

Planning & Building Director Irene Borba provided the presentation.

No public comment.

A motion was made by Board Member Cook, seconded by Board Member Henthorne to Motion to approve the resolution 24-012 recommendation to the Town Council to amend the General Plan by adopting the sixth cycle Housing Element update. The motion carried by the following vote:

AYES: 5; Chair Miller, Vice Chair Zagorsek, Board Member Cook, Board Member Henthorne, Board Member Deposki

NOES: 0

ABSTAIN: 0

- C. Recommend the Town Council adopt an Ordinance amending sections 17.48.040 and 17.48.050 of Chapter 17.48 of Title 17 of the Yountville Municipal Code (“YMC”) revising the types of uses which require a use permit to operate within the Public Facilities Zoning District.

Planning & Building Director Irene Borba provided the presentation.

No public comment.

A motion was made by Board Member Deposki, seconded by Board Member Cook to to recommend the Town Council adopt an Ordinance amending sections 17.48.040 and 17.48.050 of Chapter 17.48 of Title 17 of the Yountville Municipal Code (“YMC”) revising the types of uses which require a use permit to operate within the Public Facilities Zoning District. The motion carried by the following vote:

AYES: 5; Chair Miller, Vice Chair Zagorsek, Board Member Cook, Board Member Henthorne, Board Member Deposki

NOES: 0

ABSTAIN: 0

10. ADMINISTRATIVE ITEMS

- A. Review of draft 24/25 to 25/26 Capital Improvement Program (CIP) Plan and determine conformance with the Town of Yountville General Plan

Public Works Director John Ferons presented information on item.

A motion was made by Chair Miller, seconded by Board Member Cook to adopt the resolution. The motion carried by the following vote:

AYES: 5; Chair Miller, Vice Chair Zagorsek, Board Member Cook, Board Member Henthorne, Board Member Deposki

NOES: 0

ABSTAIN: 0

11. STAFF AND BOARD REPORTS

Planning and Building Director Irene Borba, noted that the Town has partnered with Sonoma ADU Center, and will be holding a public webinar event on Thursday.

Per Town Manager, there are plans in place to provide outreach to process and schedule for the Yountville Commons project. This will likely utilize ZDRB, Parks and Recreation Committee, and the Measure S Committee.

12. ADJOURNMENT

A motion was made by Vice Chair Zagorsek, seconded by Board Member Henthorne to Adjourn the meeting The motion carried by the following roll call vote:

AYES: 3; Chair Miller, Vice Chair Zagorsek, Board Member Henthorne

NOES: 0

ABSTAIN: 0

Adjourn to the Zoning & Design Review Board Special Meeting June 11th 2024, at 5:30 PM being held in Town Council Chambers located at 6550 Yount St.

/s/ Hilary Gaede, Town Clerk