

**Town of Yountville Zoning and
Design Review Board**

Resolution Number 24-006

**A RESOLUTION OF THE TOWN OF YOUNTVILLE ZONING AND DESIGN REVIEW
BOARD TO APPROVE DESIGN REVIEW FOR THE REMODEL OF THE EXISTING
RESIDENCE AND ADDITION OF A NEW CARPORT, POOL/SPA, AND
LANDSCAPING LOCATED AT 6867 JEFFERSON STREET, AND FIND THE
PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Recitals

- A. On January 4th, 2023, the Planning & Building Department determined to have a complete application for the remodel of an existing residence located at 6867 Jefferson Street (the "Application").
- B. The Application is subject to Minor Design Review pursuant to Yountville Municipal Code (YMC) Section 17.188.020(C).
- C. YMC Section 17.188.040(A) authorizes the Zoning & Design Review Board (the "ZDRB") to approve, conditionally approve, or deny applications for Minor Design Review based on the findings required by YMC Section 17.188.060.
- D. YMC Section 17.188.070 authorizes the Town's reviewing authority to impose conditions of approval deemed reasonable and necessary to ensure the approval of a design review permit will be in compliance with the findings required by YMC Section 17.188.060.
- E. A Notice of the public hearing on the proposed Minor Design Review Application has been provided in accordance with YMC Sections 17.188.050 and 17.180.040.
- F. At the ZDRB meeting held February 13, 2024, the ZDRB reviewed the Staff Report and received a presentation on the Application, as well as public comment thereon.

NOW, THEREFORE, BE IT RESOLVED that the Zoning and Design Review Board hereby finds and resolves as follows:

SECTION 1. RECITALS: The foregoing recitals are true and correct and are incorporated into the findings herein.

SECTION 2: RECORD: The Record of Proceedings ("Record") upon which the Zoning and Design Review Board bases its approval includes, but is not limited to: (1) the staff

reports, Town files and records and other documents prepared for and/or submitted to the Town relating to the Application, (2) the evidence, facts, findings and other determinations set forth in this resolution, (3) the Town of Yountville General Plan and its certified final EIR and the Yountville Municipal Code, (4) all designs, plans, studies, data and correspondence submitted to the Town in connection with the Application, (5) all documentary and oral evidence received at public workshops, meetings, and hearings or submitted to the Town, and (6) all other matters of common knowledge to the Zoning and Design Review Board including, but not limited to, Town, state, and federal laws, policies, rules, regulations, reports, records and projections related to development within the Town of Yountville and its surrounding areas.

The location and custodian of the records is the Town of Yountville Planning and Building Department at 6550 Yount St, Yountville, CA 94599.

SECTION 3. CEQA FINDINGS:

Approval of the Application is not a project subject to the California Environmental Quality Act (CEQA) (Public Resources Code section 21000, et. seq.) pursuant to CEQA Guideline (California Code of Regulations, Title 14, section 15000, et seq.) 15061(b)(3). To the extent approval of the Application is determined to be a project subject to CEQA, it is categorically exempt pursuant to CEQA Guidelines section 15301 (Class 1, Existing Facilities); section 15303 (Class 3, New Construction or Conversion of Small Structures); and section 15304 (Class 4, Minor Alterations to Land).

SECTION 4. DESIGN REVIEW CONDITIONS OF APPROVAL: In approving a design review permit, the reviewing authority may impose conditions deemed reasonable and necessary to ensure that the approval will be in compliance with the findings required by Section 17.188.060. The ZDRB hereby finds the following project-specific conditions of approval reasonable and necessary to ensure that the approval of the design review permit will be in compliance with the findings required by YMC Section 17.188.060:

Planning Conditions:

Project Specific Conditions:

1. Project landscaping shall comply with WELO Guidelines.
2. Applicant shall submit written consent of adjacent properties in regard to privacy fencing.
3. The project shall abide by all applicable provisions within YMC 17.128.080 *Tree Protection During Development* prior to and during any construction work, including landscaping.
4. When submitting the Landscape Plan at time of building permit, the Applicant is to replace *Prunus caroliniana* with vegetation that does not exceed 3 feet in height OR the Applicant must ensure continual maintenance of proposed vegetation to keep growth under 3 feet in height.

General Conditions:

1. Prior to the issuance of a building permit, a formal pre-construction meeting shall be held for the Applicant, contractor, and/or property owner. The meeting shall include appropriate departments/agencies to review requirements of the permit (i.e., construction hours, encroachment permits, compliance with the scope of work, inspections requirements, etc.).
2. Development and operation of the use shall be substantially as represented on the approved plans and elevations, material samples, and project narrative as described in the staff report on file with the Planning Department, except as modified by conditions. Once installed, all improvements shall be maintained in accordance with the approved plans.
3. All exterior mechanical and electrical equipment shall be screened by landscaping or fencing or incorporated into the design of buildings so as not to be visible from the street. Equipment to be screened includes, but is not limited to, all roof-mounted equipment, air conditioners, heaters, cable equipment, telephone entry boxes, irrigation control valves, electrical transformers, pull boxes, and all ducting for air conditioning, heating, and blower systems.
4. The Town Planner may approve minor design and finish changes, including minor roof changes. The Town Planner may refer any and all design and finish changes to the Zoning & Design Review Board for consideration and adjudication.
5. Once installed, all improvements shall be maintained in accordance with the approved plans.
6. The air conditioning units shall be enclosed and/or screened with landscaping to mitigate noise impacts to the surrounding residence and shall not be located within the setback.
7. This approval will expire two years from the effective date of approval if construction has not commenced.
8. Disposal of construction and demolition waste and recycling shall be in accordance with the Joint Powers Agreement with Upper Valley Waste Management.
9. Construction and demolition activities shall conform to the noise control provisions contained in Municipal Code Chapter 8.04, Noise Control Regulations, including Section 8.04.030 B.1., as follows:

No person engaged in construction or demolition activity as a contracted service shall operate or cause the operation of any tools or equipment except between the hours of 9 a.m. and 6 p.m., Monday through Friday (excluding holidays), such that the sound therefrom creates intrusive noise across a residential or commercial real property boundary, except by permit issued pursuant to Section 8.04.040(E).
10. No construction activities shall occur on the following holidays:
 - Dr. Martin Luther King's Birthday
 - Presidents' Day

- Memorial Day
 - Juneteenth
 - 4th of July
 - Labor Day
 - Veterans' Day
 - Thanksgiving & Friday following Thanksgiving
 - Christmas
 - New Years Day
 - If any of the preceding holidays occur on a weekend day, then the prior Friday if on a Saturday, or the following Monday if on a Sunday shall be defined as the holiday.
11. The Applicant, property owner(s), and/or any successor(s) in interest will defend and indemnify and hold the Town, its agents, officers, and employees harmless of any claim, action, or proceedings to attack, set aside, void or annul an approval so long as the Town promptly notifies the applicant of any such claim, action, or proceedings and the Town cooperates fully in the defense of the action or proceedings.
 12. The Applicant shall submit final architectural and site engineering/improvement plans in electronic format to the Town Planner and Town Engineer for review and approval. Review and approval shall be subject to verifying consistency of the final architectural plans with the design plans approved by the ZDRB. Review and approval shall also be subject to conformance with accepted Town Engineering Standards. Any and all changes to the plans subsequent to their submittal for building permit review and issuance shall require approval by the Town Planner and/or Town Engineer.
 13. The project's contractor and all subcontractors shall secure and maintain current Town of Yountville business licenses.
 14. The project shall be subject to the payment of Development Impact Fees.
 15. All conditions must be completed by Final Inspection.

Public Works Conditions:

1. Approval of this project shall be subject to the requirements of, and all improvements shall be designed and constructed in accordance with, the current versions of Caltrans Standards and Specifications, the Town of Yountville Municipal Code, the Yountville Public Works Standards, and all current federal, state and county codes governing such improvements. Town Standards can be found on the Town of Yountville website.
2. For those improvements outside the building envelope, a grading and drainage plan shall be prepared by a licensed engineer and submitted for review and approval by the Town Engineer prior to the issuance of a building permit. In addition to topographic survey, drainage, grading, utilities and other improvements, the grading and drainage

plan shall include all easements on and off the property that affect the property.

3. An **Encroachment Permit** shall be obtained for any construction work, staging, or deliveries that occur from and/or in the public right-of-way.
4. No drainage from the hardscape, decks, pools or roof improvements shall be allowed to directly leave the site. The stormwater plan shall provide a method to address how drainage will be treated and infiltration on site and at the property lines to prevent inundation of neighboring properties. Drainage overflow shall be shown on the plans and directed in a manner acceptable to the Town.
5. Stormwater treatment shall be designed and constructed in accordance with the current BASMAA Post Construction Manual for Projects in Napa County and any current State of California standards regulating residential stormwater run-off. The building permit plans shall be in substantial conformance with the stormwater design presented in the design review documents.
6. If a groundwater pumping system is required, the outfall shall **not** be directed to release on the public right of way. The groundwater pumping release design shall be included with the drainage plans and the water directed to vegetation located on site.
7. Existing streets being cut for new services will require edge grinding and an A.C. overlay per Town standards, extent to be determined by the Public Works Department.
8. The Applicant, property owner(s), and/or any successor(s) in interest shall repair all public improvements that are damaged by the construction process in accordance with the Town Standards.

Utility Conditions:

9. Where fire sprinklers are required, Applicant shall install an appropriately-sized water service system according to fire system calculations approved by the Fire Marshal.
 - a. If a new water meter is required as a result of the fire flow calculations that meter must be installed per Town standards and inspected by the Public Works Utility Department.
 - b. the use of the same lateral sewer. (Ord. 28, 1966; Ord. 318-01)
10. All other utilities, electric, gas and communication, serving the property shall be placed underground. There shall be no overhead utilities serving the property. All electric, gas and communication installations must be done per those agencies' standards.
11. As-Built drawings clearing indicating the final location of installed utilities or infrastructure within the public right of way are required.

Napa County Fire Marshall's Office Conditions:

1. All construction and use of facility shall comply with all applicable standards, regulations, codes, and ordinances at the time of Building Permit Issuance.
2. Beneficial occupancy will not be granted until all fire department fire and life safety items have been installed, tested, and finalized.

SECTION 4. DESIGN REVIEW FINDINGS: The ZDRB hereby makes its determination based on the following findings as required by YMC Section 17.188.060 with respect to the Design Review application at issue based on the evidence contained in the Record which is herein incorporated by reference:

A. The proposed development or physical improvement is appropriate for the site with regard to the siting and scale of buildings, pedestrian and vehicular access and circulation, and relationship of structures and open spaces to the streetscape;

STAFF COMMENT:

The proposed project would reduce the primary building by 3 square feet and therefore, would not change the site concerning the scale of the building, and thus it would remain appropriate. The proposed pathway would add to the small-scale, walkability essence that exists in the Old Town Historic District. Off-street parking would be improved by the addition of the new carport. No circulation patterns would change due to the project. Because the square footage of the home is not increasing, the footprint of the front of the home would remain the same, and with the proposed improved landscaping, the relationship of structures and open spaces to the streetscape would remain appropriate at a minimum.

B. The location of structures preserves significant trees, natural features and identified public view corridors;

STAFF COMMENT:

No trees are proposed for removal as part of this project and the home is not within an identified public view corridor. Thus, the proposed project will not have a detrimental impact on significant trees, natural features, or identified public view corridors. All applicable tree protection measures will be taken to ensure the health of the two Oak trees along the southern property boundary pursuant to YMC Section 17.128.080. Additionally, following the provisions outlined in YMC Section 17.128.080, Tree Protection During Development, has been included as a Condition of Approval for this entitlement.

C. The project will be compatible with neighboring properties and developments with regard to setbacks, building heights, and massing;

STAFF COMMENT:

With the proposed size, scale, and setbacks, the proposed project would be compatible with the neighboring properties at it complies with all setback and height requirements. The proposed project would reduce the primary residence by 3 sq ft and the carport is 108' from the public right-of-way.

D. The project will not be detrimental to neighboring properties and developments with

regard to the location of parking facilities, siting of trash enclosures, placement of mechanical equipment, and privacy considerations;

STAFF COMMENT:

Trash, mechanical equipment, and the carport are in compliance with general and zoning district-specific development standards to avoid any potential impacts on neighboring properties. Privacy fencing proposed along the rear and side property lines would further privacy. The home would remain one-story and therefore would not pose additional privacy concerns due to window placement. Given this, the proposed project will not be detrimental to neighboring properties and developments with regard to the location of parking facilities, trash enclosures, mechanical equipment, and privacy considerations.

E. The project presents an attractive design, utilizing high-quality building finishes and materials, and design techniques to mitigate potentially bulky building forms, such as modulating varied rooflines, partial upper stories, setbacks for upper story volume and/or a variety of roof forms;

STAFF COMMENT:

The proposed project uses quality finishes and materials and utilizes mitigation techniques to avoid bulkiness while encompassing an attractive design. Clad windows, board and batten siding, and a standing seam metal roof provide durable and aesthetically pleasing materials. Architectural styles being kept, such as the covered front porch and small-scale appearance from the front elevation, help maintain some of the Old Town Historic District's charm.

F. Proposed landscaping provides sufficient visual relief, complements the buildings and structures on the site, and provides an inviting environment for the enjoyment of occupants and the public;

STAFF COMMENT:

The proposed landscaping provides sufficient visual relief and supports the modern aspects of the proposed home while also complementing the more traditional elements.

G. The existing or proposed infrastructure and utility capacity are adequate for the proposed development; and

STAFF COMMENT:

The project discussed herein does not propose new infrastructure and does not increase the primary residence's square footage or number of bedrooms. Therefore, the existing infrastructure and utility capacity are adequate to serve the project.

H. The proposed project will comply with all applicable provisions of this Title 17 and will be consistent with the policies and standards of the General Plan.

STAFF COMMENT:

The proposed project advances General Plan goals and policies, such as Policy LU-2.1 Compatibility of Development and LU-5.1 Scale of Development. As described in this staff report, the proposed project is also in compliance with the applicable provisions of Title 17 of the Yountville Municipal Code outside of the design standard in YMC Section 17.40.020, which states that primary building entrances and associated paths of travel from the adjacent street(s) shall be visible from the adjacent street(s). This is because the door at the front elevation is an entrance to the bedroom and the primary door is located on the north elevation, not directly visible from the street frontage. However, this would remain compliant with all applicable provisions when waived by the ZDRB through Design Review and therefore would comply with all applicable provisions of Title 17.

SECTION 7. Determination: The ZDRB hereby approves the Application for a Design Review permit at 6867 Jefferson Street, waives the requirement that the primary building entrance be visible from the adjacent street, and finds the Application to be exempt from CEQA pursuant to CEQA Guideline sections 15061(b)(3) (common sense exemption), 15301 (existing facilities), 15303 (new construction or conversion of small structures), and 15304 (minor alterations to land).

Passed and adopted at a regular meeting of the Zoning and Design Review Board of the Town of Yountville held on the 13th day of February 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

I HEREBY CERTIFY that the foregoing is a full, true and correct copy of the resolution which was adopted by the Zoning and Design Review Board of the Town of Yountville, County of Napa, State of California, on the 13th day of February 2024.

Hilary Gaede, Acting Town Clerk