



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

Agenda Item #: {{section.number}}E

Yountville Town Council Staff Report

DATE: May 6, 2025

TO: Mayor and Town Council

FROM: Brad Raulston, Town Manager

PREPARED BY: Aaron Hecock, Planning & Building Director

RECOMMENDATION

Adopt Resolution Number 25-4349 authorizing a Professional Services Agreement with PlaceWorks to prepare California Environmental Quality Act analysis and documentation for the Yountville Commons Project, in a not to exceed amount of \$183,138.00 (includes a 20% contingency) and authorizing the Town Manager to execute the Agreement up to the budgeted amount along with any subsequent Amendments.

DISCUSSION/BACKGROUND

The public engagement process for envisioning the next chapter for the school site began with several Town Council meetings in the Spring of 2024 as the potential sale of the Yountville Elementary School Site was announced. After purchasing the school site, a public engagement process was presented in an open study session with the Town Council on Aug 6, 2024. From August 2024 to February 2025, numerous public engagement opportunities have transpired including:

- Study Sessions
- Open Houses
- One-on-one conversations/Office hours
- Dinners and Conversations
- Website
- FAQs
- Informal polling

On March 4, 2025, the Town Council adopted Resolution No. 25-4344 directing the Town Manager to proceed with preparing further designs, plans, entitlements and studies based on the conceptual site plan for potential development of the Yountville Commons site. Discretionary actions associated with approval of project plans and entitlements require review and documentation pursuant to the California Environmental Quality Act (CEQA). PlaceWorks will assist the Town with permitting for the project, including the following:

- Advising on creation of a parcel map for subdivision of the site.
- Developing one or more amendments to the Town's existing Zoning Code or developing new base or overlay zones to accommodate the project.
- Preparing a zoning map of the site.
- Attending one hearing each of the Planning Commission and Town Council to approve the subdivision and zoning maps.

- PlaceWorks will review all environmental issues covered in the Yountville General Plan EIR to document how any potential environmental effects of the project will be identified and mitigated due to existing Town policies, State and federal regulations, and mitigation measures in the General Plan EIR and will prepare an Addendum to the General Plan EIR.
- This work will include three technical studies to be conducted by outside subconsultants including a biological resources assessment, cultural resources inventory and a Phase I Environmental Site Assessment.

ENVIRONMENTAL REVIEW

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3).

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it Currently Budgeted? Yes

Where is it Budgeted? Task Code: MS-0046, GL Account: 71-6000-5300

Is it Mandatory or Discretionary? Discretionary

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Visionary Leadership:** The Town's leadership maintains an open-minded, forward-thinking decision-making process. We value engagement and participation from all members of the community as we work together to create policies and plan for the future.

Briefly Explain Relationship to Strategic Plan Goal and Objective. Properly analyzing and documenting potential environmental impacts associated with the proposed project is required by state law and is important in implementing the goals and policies of the General Plan. Preparation of a defensible CEQA document reflects responsible leadership in conforming with state requirements.

ATTACHMENTS

1. Resolution No. 25-4349
2. PSA 25-975 PlaceWorks