



Staff Report

Item #: 10 A

Town Council Staff Report

DATE: March 19th, 2024
TO: Council Members
FROM: Kyle Johnson, Assistant Planner
Applicant: Ashford TRS Yountville LLC
Owner: Ashford Yountville LP
Location: 6526 Yount Street (036-090-029)

Land Use Classification: PD Planned Development

Recommendation:

Approve Resolution 24-4255 with conditions Design Review for the conversion of an existing 324 square foot fitness center to a parlor room and the addition of an adjacent, outdoor 700 square foot terrace and find the approval exempt from the California Environmental Quality Act (CEQA).

PROJECT SITE

The site is currently developed with the Bardessono Hotel + Spa, and Lucy's Bar and Restaurant. This includes seven building clusters consisting of hotel facilities, restaurant facilities, and parking facilities. The project proposes changes in the Olive Cluster 'C' A2.5. This cluster is located in the center of the southern property line. The Olive Cluster 'C' A2.5 is used for Hotel Rooms and Suites and the previously discontinued fitness center. The space previously occupied by a fitness center is approximately 324 square feet and borders hotel rooms on the east and west walls. Outside the old fitness center is landscaping, gardens, an existing trellis, and open space as shown on the submitted plan set. The landscaped area is enclosed by a 3-foot fence which is proposed to remain.

DISCUSSION/BACKGROUND

On February 13th, 2024, the Zoning and Design Review Board provided a recommendation to the Town Council to approve the proposed project with conditions. The proposed conditions include measuring the proposed fence from the proposed terrace finished floor.

The project proposes to convert the discontinued fitness center into a parlor room to be used as additional suite space for the adjacent hotel rooms. The parlor will feature doors connecting the rooms on either side to allow flexibility for the space to be partitioned as needed. The proposed 324 square foot parlor will not be booked as a standalone hotel room. The project also proposes the addition of a 700 square foot terrace outside the southern wall of the parlor room. The terrace will feature patio furniture, a fireplace, a new trellis, and a water feature enclosed by a privacy fence. The space for the proposed terrace is currently occupied by 1 garden bed, existing trellis, and walking pathways. These items are proposed to be removed and the walking pathways will be redirected to maintain the walkability of the remaining landscaped area.

The proposed terrace expands south from the south façade of the Olive Cluster 'C' A2.5, accessible via a large, glass folding door from the proposed parlor. The proposed terrace is setback 36 feet from the southern property line, and 6 feet from the existing fence which currently separates the landscaped area from the pedestrian pathway connecting Yount Street and Finnel Street. The terrace is enclosed by a fence measuring 24 feet in length from the parlor exterior wall, and 29.5 feet in width. The proposed fence is 7'4" measured from the exterior of the fence. This height exceeds the maximum height of 6 feet. However, due to a sloped landscape area, the fence will match the height of the 6-foot fences on either side of the parlor room. Pursuant to Yountville Municipal Code (YMC) section 17.136.020(A), the Town Council may determine to measure the fence from the terrace finished grade on the interior of the fence, rather than the exterior of the fence. When measured from the terrace finished grade on the interior of the fence is 6 feet in height. Inside the fence, is a 674 terrace measuring 9 feet and 5 inches in height. The space beneath the terrace is proposed to be occupied by patio furniture, a fireplace, and a 4-foot water fountain. The space is proposed to be illuminated by exterior lighting, angled downward, attached to the fence and terrace. 6 sconces are proposed on the interior of the proposed fence, and 4 flood lights are proposed to be attached beneath the terrace.

The proposed landscape changes include the removal of a garden bed covered by a trellis also to be removed. The new terrace is proposed to be constructed in the garden bed space which will be removed. There are 4 existing fruit trees near the proposed addition which will remain. As shown on the submitted plan, the existing fruit trees and adjacent garden beds will remain. The 2 remaining garden beds are currently used for the planting of herbs and vegetables. Existing landscaping not described above is proposed to remain.

The project proposes a design which is required to be approved by the Town Council in accordance with the Major Design Review approval process. The design proposes elegant materials which match existing conditions to provide integration of the newly developed space into the current theme and design of the Hotel. As described in the findings below, the project complies with applicable sections of the YMC.

The proposed project does not require a Master Development Plan amendment because the proposed changes are minor and consistent with the approved Master Development Plan in accordance with YMC 17.192.070 Master Development Plans Modification and Expiration.

On February 13th, 2024, the Zoning and Design Review Board provided a recommendation to the Town Council to approve the proposed project with conditions. The proposed conditions include measuring the proposed fence from the finished grade on the interior of the fence.

Findings

The proposed project is zoned Planned Development and must comply with all regulations included in YMC Chapter 17.68 Planned Development. As described in YMC Chapter 17.68.020(A) General Conditions, exterior remodeling to commercial structures requires approval as regulated by YMC Chapter 17.188 Design Review.

Accordingly, the proposal is required to comply with YMC 17.188.060 Design Review Findings and, as described in finding F below, the project is required to also comply with YMC sections 17.132 Outdoor Lighting, 17.136 Walls Fences and Landscape Screening, 17.144 Regulations for Impact on Adjacent Uses, 17.72 Nonresidential and Mixed-use Design Standards, 17.112 Auxiliary Structures, and intensity provisions of Chapter 17.56 Residential Scaled Commercial.

YMC 17.188.060 Design Review Findings

Per YMC 17.188.060, the reviewing authority may approve the application and authorize a design review permit if the facts presented establish all the following.

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;

The proposed development is appropriate for the site. Siting and Scaling of buildings is modified by the

addition of the 700 square foot terrace. The terrace expands towards the southern property line and adjacent pedestrian path. This impact is mitigated by inclusion of landscape features. Pedestrian and vehicular access and circulation are not impacted. The amount of open space on the lot is reduced by 320 square feet. Even with this reduction, the total open space far exceeds the 20% minimum.

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

No trees or natural features are proposed to be removed or impacted. The proposed project is not within a public view corridor.

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

The project meets minimum setback and height requirements and utilizes varying setbacks and landscape features to mitigate massing.

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.

The project does not propose changes that will impact neighboring properties regarding parking facilities, trash enclosures, or mechanical equipment. Parking conditions, trash enclosures, and mechanical equipment locations are unchanged. Privacy considerations are not impacted by the addition of an occupiable terrace near the existing pedestrian pathway, as any potential privacy impact is mitigated by the proposed fence and 6-foot setback.

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.

The project presents an attractive design and varying heights and setbacks to mitigate bulky building forms. The proposed materials are to match existing structures' design and material.

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.

The existing landscape provides visual relief, complements the proposed and existing structures, and provides an inviting environment for the enjoyment of occupants and passerby's. The existing landscaping helps to mitigate the impact of privacy concerns.

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

The project does not propose changes that will impact the infrastructure or utility capacity.

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

Additional applicable provisions include Chapter 17.132 Outdoor Lighting, Chapter 17.136 Walls Fences and Landscape Screening, Chapter 17.144 Regulations for Impact on Adjacent Uses, Chapter 17.72 Nonresidential and Mixed Use Design Standards, Chapter 17.112 Auxiliary Structures, and intensity provisions of Chapter 17.56 Residential-Scaled Commercial District.

YMC Chapter 17.132 Outdoor Lighting, 17.132.040 General Requirements

- A. Nuisance Prevention. All outdoor lighting fixtures shall be designed, located, installed, aimed downward or toward structures, and maintained in order to prevent glare, light trespass, and light pollution. Outdoor lighting fixtures aimed against structures shall be totally contained by

the structure to result in no off-site glare. Luminaires that do not allow light to escape above an 85-degree angle measured from a vertical line from the center of the lamp extended to the ground are preferred.

Proposed light fixtures are designed to aim downward to prevent glare, light trespass, and light pollution.

- B. Maintenance. Fixtures and lighting systems shall be in good working order and maintained and aligned in a manner that serves the original design intent of the system.

The proposed system shall be maintained in good working order.

- C. Lighting Levels. Outdoor lighting installations shall be designed to avoid harsh contrasts in lighting levels between the project site and the adjacent properties. The Town Council may, by resolution, adopt standards for maximum or minimum lighting levels for various zoning districts and for public streets, sidewalks, or trails, as developed by the Planning & Building Department. The Illuminating Engineering Society of North America (IESNA) RP-33, Lighting for Exterior Environments, shall be used as a guideline including, but not limited to, the location types shown in Table 17.132-1. The Town may restrict lighting to a level less than the IESNA recommended guideline.

The proposed lighting levels comply with the maximum 0.5 established in Table 17.132-1. Photometric readings of light spillage at the property line result in zero spillage.

- D. Lamp Types. Metal halide (MH) or high-pressure sodium (HPS) lamps are preferred for all new commercial area lighting (parking lot and yard lights) and street lighting installed after the effective date of the ordinance codified in this chapter due to good color rendering and good energy efficiency. Low pressure sodium (LPS) lighting may be used for area lighting but shall not be used by itself in outdoor light fixtures due to poor color rendition and the need by public safety personnel to identify color in the nighttime environment. A combination of low-pressure sodium lighting and other type(s) of full spectrum lighting (e.g., metal halide) may be used if color rendition can be maintained. Low wattage incandescent or compact fluorescent lamps are preferred for residential lighting.

The proposed lamp types are LEDs. LEDs are a newer technology of lightbulbs with improved energy efficiency and efficient color rendition.

- E. Fixture Types. All new outdoor lighting shall use full cut-off luminaires with the light source downcast and fully shielded with no light emitted above the horizontal plane, with the following exceptions:

1. Fixtures that have a maximum output of 400 lumens (equivalent to one 40-watt incandescent bulb) or less, regardless of the number of bulbs, may be left unshielded provided that it has an opaque top or is under an opaque structure to prevent the light from shining directly up. However, partial (e.g., obscured glass) or full shielding is preferred to control light output in all situations.
2. Fixtures that have a maximum output of 1,000 lumens (equivalent to one 60-watt incandescent bulb) or less may be partially shielded using a semi-translucent barrier, provided that the lamp is not visible from off-site, no direct glare is produced, and the fixture has an opaque top or is under an opaque structure to keep light from shining directly up (e.g., a low-output style wall pack).
3. Floodlights with external shielding shall be angled provided that no light is directed above a 45-degree angle measured from the vertical line from the center of the light extended to the ground, and only if the luminaire does not cause glare or light to shine

on adjacent property or public rights-of-way and does not emit light above the horizontal plane. Photocells with timers that allow a floodlight to go on at dusk and off by 11:00 p.m. are encouraged. Unshielded floodlights are prohibited.

The proposed fixtures use a downcast light source fully shielded with no light emitted above the horizon plane.

- F. Accent Lighting. Architectural and landscape features may be illuminated by up-lighting, provided that the light is effectively contained by the structure, the lamps are low intensity to produce a subtle lighting effect, and no glare or light trespass is produced. For national and state flags, public art, or other objects of interest that cannot be illuminated with down-lighting, upward lighting may only be used in the form of low intensity, narrow cone spotlight that confines the illumination to the object of interest and minimizes spill-light and glare.

No up-lighting is proposed.

- G. The provisions of this chapter are not intended to prevent the use of any design, material, or method of installation or operation not specifically prescribed herein, provided that the Planning Officer has approved any such alternative. An alternative proposal may be approved if it provides at least approximate equivalence to the applicable specific requirements of this section, or if it is otherwise satisfactory and complies with the purpose of this chapter.

Staff recommends approval of the proposed exterior lighting. The approving authority may further restrict outdoor lighting as described below in finding H.

- H. The Town of Yountville reserves the right to further restrict outdoor lighting, including, but not limited to, pole height and level of illumination, when it is deemed in the public interest consistent with the purpose of this chapter.

YMC Chapter 17.136 Walls Fences and Landscape Screening, 17.136.020 Design Standards

- A. All heights are measured from finished grade, unless otherwise determined by the Town Council;

The proposed fence is 6 feet in height measured from the terrace floor. However, the height is measured at 7 feet 4 inches when measured from the ground outside the fence. The height will be flush with fences adjacent to the parlor room. Staff and the ZDRB recommended that the Town Council determine to measure the proposed fence height from the finished grade on the interior of the fence.

- B. Walls, fences, or landscape screening are required in the following cases:
1. Along the rear property lines of any nonresidential use which abuts on a residential use,
 2. To screen any open area used for the storage of goods, materials, or wastes from view from abutting properties and from public rights-of-way and all openings for access ways shall be constructed of view-obscuring materials, and
 3. To screen from abutting properties any open area used to display goods or materials for sale;

No fence additions are required by these cases.

- C. The height of a wall or fence along a rear or side property line shall not exceed six feet;

See finding A above. The fence exceeds the maximum by 1 foot 4 inches when measured from the exterior of the fence. Staff and The ZDRB recommended that the Town Council determine to measure the proposed fence height from the finished grade on the interior of the

fence.

- D. The height of a wall or fence along a side property line shall not exceed three feet within the front yard or setback and shall not exceed six feet for the remainder of the parcel;

The proposed fence is along the side property line and is not within the front setback.

- E. The height of a wall, fence or landscape screening along the front property line shall not exceed three feet and the height of a wall or fence within the front yard or setback shall not exceed three feet;

The proposed fence is not along the front property line or within the front yard.

- F. The height of a wall, fence or landscape screening a parking area or driveway shall be at least three feet but shall not exceed six feet;

The proposed fence is not for screening a parking area or driveway.

- G. Required walls, fences, or landscape screening need not be provided along a shared lot line where a wall, fence or landscape screening of equivalent height and density exists on the other side of the shared property line, and is properly maintained;

The proposed fence is proposed by the applicant and not required.

- H. On corner lots, the height of any wall, fence, or landscape screening within 35 feet of the corner of the lot at the street intersection shall not exceed three feet in height and may be required to be set back from the property line when the Planning Officer deems it necessary for public safety;

The proposed fence is not on a corner lot.

- I. Walls, fences, or landscape screening of at least three feet in height may be required by the Zoning and Design Review Board or Town Council to obscure from view along public rights-of-way all or part of an open area used to display goods or materials for sale, such as a lumberyard or nursery;

The proposed fence is not required; however it provides privacy for the proposed terrace and existing pedestrian pathway.

- J. Exceptions to the maximum height limitations are permitted by the use of extensions to screening.

The proposed fence does not include a screening extension request. A proposed screen extension would vary from the existing design of the site.

YMC Chapter 17.144 Regulations for Impact on Adjacent Uses

17.144.020 General Conditions

- A. Permissible Location Standard. Impacts on adjacent uses are regulated according to the land use designations of this title. Permissible impacts on adjacent uses are divided into two impact categories depending upon their proposed locations, as defined below:
1. Impact Category I. Uses located adjacent to existing or planned residential areas (planned residential areas, for this purpose, shall consist of all areas designated for residential use on the adopted Yountville General Plan Map or on Master Development Plans approved in accordance with the Planned Development Review).

2. Impact Category II. Uses which are not adjacent and will have no significant impact on established or planned residential developments.

The proposed project is determined to be impact category 1.

B. The performance criteria for each impact category are listed below:

1. Noise

- i. Impact Category I. All noise-generating operations shall be buffered so that they do not exceed noise levels identified in Chapter 8.04 of this code;

The proposed changes do not produce additional impacts to noise and as proposed are compliant with the existing use permit.

2. Light Impact

- i. Impact Category I. No bright or flashing lights shall be visible in a residential district. All lighted signs shall be subject to Section 17.132.090 and Chapter 17.152, Signs, of this title;

No bright or flashing lights are proposed to be visible from adjacent properties.

3. Traffic Circulation and Parking

- i. Impact Category I. New development must demonstrate that it will not substantially increase truck traffic on residential streets. Trucks over two tons shall not be permitted on local residential streets. Customer and employee parking and truck loading areas shall be provided in accordance with Chapter 17.116, Off-Street Parking and Loading, of this title;

The proposed changes will not impact traffic circulation or parking as there are no modifications proposed to circulation and parking.

4. Vibration

- i. Impact Category I. No perceptible vibrations shall be permitted off the development site;

The proposed changes do not include perceptible vibrations on or off the development site.

5. Flammable Material

- i. Impact Category I. No operations involving the use or storage of flammable materials or fuses shall be permitted adjacent to any residential area;

The proposed changes do not involve the use or storage of flammable materials or fuses.

6. Airborne Emissions

- i. Impact Category I. No use shall exceed the maximum permissible emissions standards established by the San Francisco Bay Area Air Quality Management District;

The existing use is not proposed to be changed. The proposed changes do not impact emissions.

7. Water Quality

- i. Impact Category I. The Town shall evaluate liquid waste to be disposed into its sewer systems and report upon the Town's capacity to provide treatment.

Industries not connecting to the municipal sewer systems are subject to water quality standards administered by the San Francisco Bay Regional Water Quality Control Board;

The proposed changes do not impact liquid waste or impact the Town's capacity to provide treatment.

8. Building Size and Architectural Design

- i. Impact Category I. All building design and site layouts shall be approved by the Zoning and Design Review Board or Town Council;

The proposed changes are subject to design review as described in this report.

YMC Chapter 17.112 Auxiliary Structures

The following minimum setbacks shall apply to the location of all auxiliary structures:

Front	20 feet
Side	5 feet
Street Side	10 feet
Rear	5 feet

The proposed trellis has a side setback of 30 feet, a front setback greater than 20 feet, and a rear setback greater than 5 feet.

B. An auxiliary structure shall not be located closer towards the public right-of-way than the nearest point of the main building, regardless of the location of the main building with respect to required setbacks from a public right-of-way.

The proposed trellis is not adjacent to the public right of way.

C. A minimum separation of six feet shall be maintained between all enclosed auxiliary structures requiring a building permit that are located on the subject property.

The proposed trellis is not within 6 ft of another auxiliary structure.

D. Detached garages and carports shall be located in the rear half of the lot from the public right-of-way(s), or if located in the front half of the lot shall be screened from view from the street by placement of structures, landscaping and/or fencing.

This item does not apply to the proposed trellis.

17.112.060 Height.

A. An auxiliary structure shall not exceed one story or 10 feet to the plate height or an overall maximum height of 15 feet, except that garages may not exceed an overall maximum height of 20 feet, and

The proposed trellis has an overall height of 9 feet 5 inches.

B. Outdoor fireplaces or ovens shall not exceed a height of 10 feet.

The proposed fireplace has a height less than 3 feet.

17.112.070 Maximum number of auxiliary structures.

The maximum number of auxiliary structures that may be located on a single parcel shall be limited to two, except through design review approval as regulated by Chapter **17.188** of this title.

The project proposes only one auxiliary structure and the site does not have additional existing auxiliary structures. The proposed fireplace is not an auxiliary structure because it is less than 6 feet in height.

YMC Chapter 17.72 Nonresidential and Mixed Used Design Standards

The following nonresidential and mixed-use design standards apply to new or modified non-residential and mixed-use structures and auxiliary structures. They are intended to facilitate the design review process and inform applicants about Yountville's unique built environment. These design standards supplement the development standards in the Zoning Ordinance and further the goals and policies of the General Plan which encourage high quality design. It is acknowledged that each property is different, and this condition is considered when applying these standards. All development proposals are considered on a case-by-case basis, which provides flexibility for decision-making based on existing conditions.

The nonresidential and mixed-use design standards are subjective design criteria which are mandatory for commercial projects unless waived through design review approval to allow alternative design approaches deemed appropriate for the unique conditions of the subject site and its surroundings.

A. Building Scale and Massing.	
1. Use massing techniques that mitigate heavy or bulky forms, such as modulating building mass, partial upper stories, setbacks for upper story volume, and varying roof forms.	The proposal utilizes varying setbacks and landscape features to mitigate massing.
2. Break up the massing of buildings and the scale of long façades to fit the rhythm of the surrounding block.	Addition of the proposed terrace creates a break in the existing, long façade.
3. Avoid placement of structures or dense landscaping which obstructs public view corridors as defined in the General Plan	The proposed development is not within a public view corridor.
4. In the Residential-Scaled Commercial District, proposed development should consist of multiple small buildings rather than one large building. If total proposed building square footage exceeds 5,000 square feet, consideration and preference shall be given to multiple buildings. Building size and location should take into account existing trees or similar site conditions which are considered important to the Town's character.	The proposed development is not within the Residential-Scaled Commercial District.
5. In the Old Town Commercial District, proposed development should consist of multiple small buildings rather than one large building. If total proposed building square footage exceeds 2,500 square feet in size, consideration and preference shall be given to multiple buildings. Building size and location should take into account existing trees or similar site conditions that are considered important to the Town's character.	The proposed development is not within the Old Town Commercial District.
6. In the Old Town Commercial District, there shall be a combination of different building heights with an emphasis on one-story buildings.	The proposed Development is not within the Old Town Commercial District.
7. Blank walls (facades without doors or windows) shall be less than 30 feet in length if visible from adjacent street(s).	The proposed development does not include blank walls greater than 30 feet in length.

B. Street Frontage.	
1. Buildings should be pedestrian oriented, creating an attractive and active sidewalk and street frontage.	The proposed project does not modify existing street frontage.
2. Create or reinforce a well-defined rhythm of intervals of built and open spaces. Pedestrian passageways between buildings should generally be at least 12 feet in width.	The proposed project does not modify existing street frontage.
3. Where possible, provide open spaces adjacent to the sidewalk and design public frontages to support direct engagement with the street to encourage pedestrian activity and informal community gathering.	The proposed project does not modify existing street frontage.
4. Support adjacent sidewalks and public spaces with active ground floor uses and amenities such as seating and public art.	The proposed project does not modify existing street frontage.
5. Create a human-scale environment at street level with architectural detailing that adds variety and rhythm to the facade.	The proposed project does not modify existing street frontage.
6. Give prominence to pedestrian entrances over vehicle access.	The proposed project does not modify existing street frontage.
7. Create focal points and integrated public spaces at prominent corner sites.	The proposed project does not modify existing street frontage.
8. Ground floor façades shall be articulated, with a variety of measures to create a streetscape of interest, such as indentations in plane, change of materials in a complementary manner, façade modulation, and façade elements like transparency, building entries and other architectural details that engage the pedestrian.	The proposed project does not modify existing street frontage.
9. In the Old Town Commercial District, all new construction and expansions of existing structures shall be required to install and maintain pedestrian pathways along the Washington Street frontage in accordance with the Town Bicycle and Pedestrian Pathways Master Plan. Pedestrian pathways shall be interrupted with the minimal number and width of driveways. In consideration of the site limitations along Washington Street, various types of pathways shall be permitted including at-grade paving changes, poured-concrete sidewalks with curb and gutter or other pathway designs that meet the approval of the Zoning and Design Review Board or Town Council.	The proposed project does not modify existing street frontage.
C. Exterior Building Materials and Colors.	
1. Buildings shall have consistent materials, details, and architectural theme on all sides of the buildings. Materials that appear faux or veneer-like should be avoided, and joints, or raw edges of materials shall be concealed to create an appearance of authenticity.	The proposed project incorporates design materials consistent with existing structures. Design materials include concrete block, cedar siding, rammed earth, corten panels, and Black 'C' Channel as described in the elevations of the submitted plan set.
D. Parking and Driveways.	

1. Locate at-grade parking and vehicular access away from active pedestrian areas wherever possible and screen at-grade parking from public view. Limit the amount of Washington Street frontage that can be used for parking or vehicular access.	The proposed project does not modify existing parking and access.
2. In larger developments, parking should be provided in smaller lots, rather than one large lot.	The proposed project does not modify existing parking.
3. Provide bicycle parking near access points and active areas to maximize visibility and convenience.	The proposed project does not modify existing bicycle parking
4. Consider measures that maximize the amount of onsite and offsite parking, including valet, tandem, parking structures and other creative solutions provided they take into account neighborhood context, view corridors, setbacks, screening and massing.	The proposed project does not modify existing parking.
5. Access drives to off-street parking shall be designed and constructed to provide adequate safety for pedestrians and drivers. In no case shall car movements result in blocking of the street right-of-way. The number of access drives shall be limited to the minimum that will accommodate anticipated traffic.	The proposed project does not modify existing access drives.
6. To minimize the amount of paved area, the sharing of driveways and access to parking lots is encouraged. An easement providing for shared use shall be recorded.	The proposed project does not modify existing paved areas or driveways.
7. Where practical, on-site paving for vehicles should be of a permeable material.	The proposed project does not modify existing on-site paving for vehicles.
8. Lighting for parking areas shall be designed to confine emitted light to the parking areas, and the light source shall not be visible from adjacent properties. Average illumination at the ground shall be no more than one foot candle, except where an increase in lighting level is recommended by a lighting consultant or qualified professional as necessary for safety.	The proposed project does not modify existing lighting for parking areas.
E. Open Space.	
1. Use landscape design to connect a network of open spaces appropriate to the project context. This open space network could include the streetscape and building frontages, spaces between buildings, or a series of planted areas and hardscape intended for outdoor use and pedestrian circulation.	The landscape design incorporates an open space approximately 20,000 square feet in size. This open space is slightly reduced by the proposed terrace. The relationship between the open space area and the pedestrian walking path is maintained by retaining the existing 3-foot, box-wire fence and incorporating walking paths into the open space.
2. Encourage interaction between the building's interior uses and exterior public space, including plazas, seating areas and other hardscape areas to support public activities appropriate to the site context and building use.	The open space is a garden accessible to visitors with maintained pathways.
3. Choose plantings that complement the proportions and scale of the building, offer color and interest throughout the year, and are water efficient.	The existing plantings provide color and interest and complement the portions and scale of the building; no new plantings are proposed.

4. Locate deciduous trees to complement passive solar strategies, providing shade in summer and allowing sun in the winter.	Existing fruit trees incorporated in the open space are deciduous.
5. Use public art as required by Chapter 17.148 of this title to enhance buildings and publicly accessible spaces.	The project shall be subject to the in-lieu art fee at time of building permit payment as required in Chapter 17.148.
F. Utilities and Auxiliary Structures.	
1. utility areas away from public areas and adjacent sensitive uses.	The proposed project does not impact utilities.
2. Integrate utilities and service functions into the architectural design. Screen rooftop equipment from view and group roof penetrations to the extent feasible.	The proposed project does not impact utilities.
3. Utilities and refuse storage areas are not permitted in any setback area or front yard.	The proposed project does not impact utilities. Utilities and refuse storage areas are existing and not in any setback or the front yard.
4. All new electrical, telephone, CATV and similar service wires or cables shall be installed underground. Risers on poles or buildings are permitted.	No new service wires or cables are proposed.
5. Electrical vaults and meter boxes must be screened from view and discreetly located. Fire pipes and extinguishers must be easily identified, but discreetly located.	No new electrical vaults, meter boxes, fire pipes, or extinguishers are proposed.
6. Refuse storage areas shall be screened from public and adjacent properties view or located within a building. All refuse storage areas shall be maintained to minimize odor and other impacts.	No changes to existing refuse storage areas are proposed.
7. Trash and recycling areas shall be fully enclosed structures with solid roofs and shall conform with all mandated water quality requirements and building codes, including accessibility requirements for persons with disabilities. Chain link fencing and gates with wood or plastic slats shall not be used for trash and other utility enclosures.	No changes to existing trash and recycling areas are proposed.
8. 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.	No new mechanical or electrical equipment are proposed.
9. Reduced pressure backflow prevention devices are required for connection to the Town's water system, and are required to be above ground, but shall be screened from adjacent public street(s) by landscaping or fencing while allowing access for annual testing.	No new backflow prevention device is required for the proposed development.

- B. Development shall be of an intensity and scale which preserves and enhances Yountville's small-town character and integrates well with the surrounding neighborhood and natural setting. Commercial uses on the east side of Washington Street should be less intense than those on the west side of the street;

The proposed development is appropriate for the site in regard to the intensity and scale. The development integrates with the surrounding neighborhood and natural setting.

ENVIRONMENTAL REVIEW

Approval of the design review application is not a project subject to the California Environmental Quality Act (CEQA) (Public Resources Code section 21000, et. seq.) pursuant to CEQA Guidelines (California Code of Regulations, Title 14, section 15000, et seq.) section 15061(b)(3) (Common Sense Exemption). To the extent approval of the design review permit application is determined to be a project subject to CEQA, it is categorically exempt pursuant to CEQA Guidelines sections 15301 (Existing Facilities), 15303 (New Construction or Conversion of Small Structures), and 15311 (Accessory Structures).

CEQA Guideline 15061(b)(3) (Common Sense Exemption): This subsection excludes activities from CEQA that do not have the potential to cause a significant effect on the environment. Approval of the design review permit application is not considered a project for CEQA purposes because it can be seen with certainty that the proposed conversion of a fitness center to a parlor room and addition of a 700 square foot terrace will not have a significant effect on the environment.

CEQA Guideline 15301 (Existing Facilities): This Class 1 categorical exemption applies to minor alterations of existing private structures involving negligible or no expansion of existing or former use. This exemption applies because the proposed conversion of a fitness center to a parlor room and addition of a 700 square foot terrace involves negligible or no expansion of the existing use.

CEQA Guideline 15303 (New Construction or Conversion of Small Structures): This Class 3 categorical exemption applies to the construction of new, small facilities or structures and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure. This exemption applies because the proposed conversion of a fitness center to a parlor room and addition of a 700 square foot terrace proposes only minor modifications to the exterior of the structure.

CEQA Guideline 15311 (Accessory Structures): This Class 11 categorical exemption applies to the construction or placement of minor structures accessory to (appurtenant to) existing commercial facilities. This exemption applies because the proposed addition of a 700 square foot terrace constitutes construction or placement of a minor accessory structure.

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Quality of Life:** The Town enhances the livability of Yountville by providing well-maintained public facilities, parks, and trails, and quality programs and events.

Briefly Explain Relationship to Strategic Plan Goal and Objective. By participating in design review, the Town ensures new developments comply with Municipal Code requirements, helping maintain the Town's quality of life.

RECOMMENDATION

Receive staff report and direct questions to staff.

Receive the Applicant's presentation.

Conduct public hearing and receive testimony.

Conduct Council discussion on Design Review.

Motion and second to approve with conditions the Design Review Permit.

Attachments

Resolution 24-XXX

Project Plans

Conditions of Approval