



## Staff Report

Item #: {{item.number}}

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### Zoning and Design Review Board Staff Report

**DATE:** October 8, 2024

**TO:** Board Members

**FROM:** Ken MacNab, Planning & Building Director

**PREPARED BY:** Kari Svanstrom, Contract Planner, Swan Stream Studios

**Applicant:** Traci Anderson, Blue Oak Partners

**Owner:** Traci Anderson/Rick Claes, Blue Oak Partners

**Location:** 6630 Jefferson Street (APN 036-053-006)

**Land Use Classification:** OTH Old Town Historic

**SUBJECT:**

Adopt Resolution Number 24-019 approving design modifications to a single-family residential structure, site and fencing improvements, and the enclosure of up to 100 square feet of an auxiliary structure, with the remainder of the structure to remain unenclosed, at 6630 Jefferson Street.

**BACKGROUND/DISCUSSION:**

In March of 2022, the Zoning and Design Review Board (ZDRB) approved the construction of an extensive remodel of an existing 1,234 square foot home, increasing its size to 2,500 sq ft. The approval also included a new pool, a new 400 sq ft 2-car garage, and a 522 sq ft unenclosed auxiliary structure (<https://townofyountville.primegov.com/Portal/Meeting?meetingTemplateId=3755>). The applicants also submitted an application to construct a new 1,192 sq ft Accessory Dwelling Unit (ADU), which was approved administratively pursuant to State Law, as ADUs are exempt from Design Review.

The applicant is now requesting approval for a number of modifications to the primary dwelling, the unenclosed auxiliary structure, and the location of the pool equipment (the "Project"). The Project includes minor changes to the elevations of the primary residence; fence modifications; and, partial enclosure of the unenclosed auxiliary structure at the rear of the property.

While not a part of the request for Design Review approval, it should be noted that a 461 square foot portion of the primary residence was administratively approved to be converted into a Junior Accessory Dwelling Unit (JADU) on July 30, 2024. Under State Law and the Town's Municipal Code, a single family residential property is allowed to have one ADU and one JADU. Similar to ADU's, JADUs are not subject to Design Review and must be approved "ministerially" at a staff level. While the approval process is the same, the requirements for JADUs differs from ADUs. JADUs: 1) must be between 220 and 500 square feet total; 2) must be part of the primary residence structure; 3) may have shared sanitation facilities (bathroom, laundry) and/or direct access between the JADU and the primary residence, 4) may have an 'efficiency kitchen' rather than a full kitchen.

Additionally, the square footage of JADUs are not exempt from Floor Area Ratio (FAR) calculations based on both current State Law and the Yountville Municipal Code (YMC) Sections 17.156.

A zoning clearance was issued for the JADU on July 30, 2024, and shall not be subject to this Design Review. However, it is included in the plan set as it is part of the primary dwelling and for contextual information.

A summary of the Project is as follows (see Attachment 3 for details):

- Minor elevation changes to the single family structure:
  - Replace window on the front (west) elevation with a dutch door (this door is set back from the front door)
  - Replace kitchen door on south elevation with a window
  - Remove 1<sup>st</sup> floor window on north elevation (an existing window adjacent to this area will remain as designed, but be non-operable) to meet PG&E equipment requirements
  - Add small exterior vent for ADU at east (internal) elevation and replace bi-fold patio doors with sliding glass doors
  - Addition of a mechanical pad on the south side of the back porch
- Modify the internal layout of the single family structure to accommodate a JADU (this has been approved at a staff level as required/allowed by Yountville Municipal Code (YMC))
- Add a 30" fence at the front yard along Jefferson Street, with returns along the front yard setback to meet the existing 6' redwood side yard fencing.
- Modify the auxiliary structure:
  - Enclose approximately 63 square feet at the south end of the structure for a restroom to support the pool, and change the north wing wall on the west elevation to match the south side of this elevation.
  - Remove the fireplace and chimney and replace with a fire pit (24" max height)
  - Enlarge the equipment pad south of the structure to be 12'x4' (from approximately 10'x4')
- Reduce the size of the pool from 40' to 35'10" in length to allow for more patio space (*note, this was approved by staff during building permit review as a minor modification*)

None of the modifications or improvements are within the Creek Overlay area.

## **Design Review**

### **Primary Dwelling**

The only change to the west elevation (front) is replacing the window on the south side with a Dutch door. The change is proposed in order to enhance dual use of the pantry as a mud room and improve cross ventilation in the kitchen. This door would replace a window that was included in the March 2022 approval. The Dutch door would be set back 5'-1/2" front the main door, the same setback as the prior approval's window location. This will distinguish this one as an entry door and the other as a secondary use door. This also adds architectural interest to the front elevation. This change can be seen on Sheet A3.00 of the Plan Set (Attachment 4). Staff previously administratively approved the addition of the small window featured above the door to more closely reflect the original home. Staff has also approved varying changes to the stone accents on both the foundation and beam bases to account for grade changes. The increase in height of the stone accents along the foundation and beam bases will not increase the structure's overall height. Additionally, the applicant requested staff review the requested pool size reduction due to the delay in the ZDRB hearing to October 8, 2024, which staff has approved through the building permit process as a smaller pool will have less impact than the larger approved pool size.

The south elevation (side) changes consist of adding one window on the west side of the elevation, which would function as a window above the sink in the pantry, and replacing the door and window on the east side of the elevation with two matching windows. If approved, the new proposed pantry door would serve as access

to the pantry room; thus, the door on the east side of the south elevation is not needed.

The first floor on the north elevation (side) is now dedicated to the JADU. The only changes are those required to meet PG&E specifications, resulting in removing a window. There are no changes to the second story on the north elevation (Attachment 2, Modification #3; Attachment 4, Sheet 3.00). On the East Elevation, the applicant proposes to change the bi-fold patio doors to sliding doors, which will have a negligible change to the overall elevation and is not visible from off-site. Additionally, the access point to the right of the sliding doors is JADU access and is not subject to Design Review. (Attachment 2, Modification #5; Attachment 4, Sheet 3.00).

### Auxiliary Structure

The most notable proposed change to the design review approved in March of 2022 is the function of the unenclosed auxiliary structure, which the applicant would now like to partially close to create a bathroom. YMC Section 17.112.070 states that the maximum number of auxiliary structures that may be located on a single parcel is limited to two unless approved through design review. The approved project contained more than two auxiliary structures; it included a rear patio cover, pool, garage, and unenclosed auxiliary structure. The number of auxiliary structures requires approval by the ZDRB. The ZDRB approved the subject auxiliary structure as an unenclosed auxiliary structure at its March 8, 2022 meeting, with the east and south walls solid and the north and west walls open.

Development Standard for Modified Items	Requirement for H District	Approval Granted in March 2022	Proposed Revisions	Compliance
Maximum Floor Area Ratio (FAR)	<p>Lots &gt;10,000 sq. ft.: Max. floor area of 2,500 sq. ft. is permitted.</p> <p>Exempt from FAR:</p> <ul style="list-style-type: none"> <li>• ADUs</li> <li>• Garages</li> <li>• Up to 100 sq ft of an auxiliary structure</li> </ul>	<p>Main Building: 1644 sq ft 1st story, 856 second story = 2,500 sq ft</p> <ul style="list-style-type: none"> <li>• ADU: 1,192 sq ft</li> <li>• Garage: 400 sq ft</li> <li>• Auxiliary Building: 0 sq ft (Unenclosed, does not count towards FAR)</li> </ul>	<p>Main Building + JADU, first floor = 2,500 square feet</p> <ul style="list-style-type: none"> <li>• ADU: 1,192 sq ft</li> <li>• Garage: 400 sq ft (exempt).</li> <li>• Auxiliary Building: 63 sq ft</li> </ul>	Yes
Fencing	36 inches max in front yard	No fencing proposed	30-inch wood fencing	Yes

The applicant proposes to enclose approximately 63 square feet of the auxiliary structure as allowed by YMC Section 17.100.030(F), which provides for an exemption of up to 100 square feet for all enclosed auxiliary structures on a residential lot and located in the rear yard and screened from right-of-way view (not including garages, carports, and ADUs). The portion being enclosed is at the southern end of the structure, which already has solid walls on the south and east elevation, and would create a 5-foot or less solid wall on the west side of the structure. This would be built as a powder room to support the pool use. (See Attachment 3, Modification 7, and Attachment 4, Sheets A1.00 and A2.ADU). Additionally, the applicant proposes to extend the wing wall at the north end of the west elevation to create symmetry in the structure, while maintaining the large west elevation opening. Additionally, the applicant proposes to remove the fireplace and chimney previously proposed on the east elevation and replace it with a low fire pit (24" maximum) located on the west side of the structure, and reduce the size of the pool by approximately 4 feet to increase the patio space between the auxiliary structure and pool. These changes will all have minimal, if any, impact on the view from off-site as there will be no change to the views from the east or north other than removal of the chimney, which will diminish the visibility of the structure.

## Landscaping and Fencing

Landscaping was approved as part of the design review granted in March of 2022. However, the applicant is bringing forward their plans for a 30-inch fence that would run along the front of the home and extend along the north and south property lines within the front setback, in conformance with Town regulations pertaining to fencing (YMC Section 136.020.). The fence is proposed to be painted white and would be accented by four (4) 36-inch stone columns, two at the location of the front gate and two at the location of the driveway, to create and delineate entry access points. Details of the fence can be seen on Attachment 3, page 9.

## **FINDINGS**

Pursuant to Section 17.188.060, *Findings and Decision*, following the public hearing, Zoning and Design Review Board (ZDRB) may adopt a Resolution approving the application for a Design Review Amendment to allow the modifications as noted in this report and the resolution, if from the facts presented, the findings required by YMC § 17.188.060 can be made.

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 FINDING:

*The project proposes minor modifications to the primary residence structure elevations, minor site modifications including new/expanded mechanical pads and a reduced pool size, and the partial enclosure of, and minor modifications to, the auxiliary structure. These changes will not impact the relationship of the structures and open space to the streetscape.*

*The proposed front yard fencing is appropriate for the site, as it will be wood fencing that is 30-inches tall, six inches less than allowed by YMC 17.136.020(E), and will be visually open to the streetscape. As proposed, the fencing will not negatively change the view of the structure and open spaces from the streetscape and pedestrian ways and will not encroach into the Creek Overlay area.*

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

### STAFF FINDING:

*No trees are proposed for removal as part of this project and the home is not within an identified public view corridor. The proposed site improvements of a new mechanical pad and new fencing are outside of the creek overlay zone. Staff recommends a condition that any fencing adjacent to existing trees be required to be modified to not impact the critical root zone of those trees to be consistent with this standard. This will ensure that the fencing does not negatively impact the large black oak at the southeast corner of the property. All applicable tree protection measures from the original approval will remain in effect.*

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

### STAFF FINDING:

*No changes to the proposed size, scale, or setbacks are proposed by the project, with the exception of partially enclosing approximately 63 square feet of the auxiliary structure. The portion of the auxiliary structure that is proposed to be enclosed is at the interior side of the site, with no changes to the height or setback of the structure. The proposed project is compatible with the neighboring properties in that it complies with all setback, height, and Floor Area Ratio (FAR) requirements.*

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 FINDING:**

*The new mechanical equipment pad is nearest the home and fully within the site setbacks. The expanded mechanical pad south of the auxiliary structure is screened with a 5-foot fence.*

*The proposed project will not be detrimental to neighboring properties and developments with regard to the location of parking, 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 FINDING:**

*The proposed project would enclose a portion of an unenclosed auxiliary structure by 63 square feet, which meets the 100 square foot enclosure for such structures allowed by YMC 17.100.030(F). The area of the auxiliary structure being enclosed is in the middle of the project site and will not add to the bulk or mass of the building form as viewed from off-site. The opening on the west side (facing the pool) is proposed to be shortened slightly on the north side to maintain symmetry to the structure, but will remain substantially open. There are no changes proposed to the east or north sides of the structure, so the views from adjoining properties will not change.*

*Additionally, the proposed fencing utilizes high quality material of wood fencing painted white and with stone columns for accent. The architectural changes to the single family residence / JADU are internally consistent with the high quality materials being utilized on the approved project.*

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 FINDING:**

*There are no changes to the proposed landscaping.*

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

*There are no changes to the proposed infrastructure from the current approved and permitted 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 FINDING:**

*The proposed project will comply with the applicable provisions of Title 17, as demonstrated in this Staff Report and supporting documents, as the modifications meet the FAR requirements of YMC 17.100.030(F) and the fence standards in YMC 17.136.020(E).*

*Furthermore, the proposed project remains consistent with the General Plan goals and policies, such as Policy LU-2.1 Compatibility of Development, LU-5.1 Scale of Development, and HO-4.4 Second Units. Therefore, the project will comply with applicable provisions of Title 17 and is consistent with policies and standards of the General Plan. As conditioned, this criterion will be met.*

**ENVIRONMENTAL REVIEW**

The Staff Report accompanying the March 8, 2022, Design Review approval stated that the residence at 6630 Jefferson Street was eligible for listing in the California Register of Historic Resources and subject to the Secretary of Interior Standards for Rehabilitation. However, subsequent historical analyses of the residence

prepared by Preservation Architecture and Metropolitan Planning Group determined this initial finding of eligibility was incorrect. Therefore, the residence at 6630 Jefferson Street is not a historical resource for purposes of CEQA, and the Secretary of the Interior Standards for Rehabilitation are neither applicable nor necessary to mitigate any adverse impacts on any historical resource. These analyses are public records available for inspection upon request to the Town Clerk.

The approval of the proposed Design Review Amendment has been determined to be exempt per California Environmental Quality Act (CEQA) Guidelines pursuant to Sections 15303, which exempts new construction or conversion of small structures; 15301, which exempts minor alteration of existing private structures or topographical features involving negligible or no expansion of use; 15304, which exempts minor alterations to land which do not involve removal of health, mature scenic trees; and 15061(b)(3), which exempts activities that can be seen with certainty to not have a significant effect on the environment. None of the exceptions to the exemptions set forth in § 15300.2 apply.

### **STRATEGIC PLAN GOAL**

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Engaged Residents:** The Town embraces our residents' commitment to community as seen through volunteerism, civic engagement, and public participation that enhances the quality of life in Yountville.

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 ZDRB discussion on the proposed design modifications to 6630 Jefferson Street.

Motion and second to approve Resolution No. 24-019 Approving the Modified Design Review for 6630 Jefferson Street and Finding the Project Exempt from the California Environmental Quality Act.

### **ATTACHMENTS**

1. Draft Resolution No. 24-019
- 1a. Exhibit A to Draft Resolution - Conditions of Approval
2. Notice of Action and Conditions of Approval from ZDRB Meeting March 8, 2022
3. Design Modification Plan Summary
4. Full Project Plans as Revised
5. JADU Zoning Clearance Letter
6. Applicant Comments
7. PowerPoint Presentation