



# Town of Yountville

6550 Yount Street  
Yountville, CA 94599

## Staff Report

**Agenda Item #:** {{section.number}}C

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## Yountville Town Council Staff Report

**DATE:** March 2, 2021

**TO:** Mayor and Town Council

**FROM:** Sandra Liston, Planning & Building Director

**PREPARED BY:** Sandra Liston, Planning & Building Director

**SUBJECT:**  
Zoning Ordinance and Design Ordinance Update

### **DISCUSSION/BACKGROUND**

The Town Council adopted a comprehensive update of the Town of Yountville General Plan in May 2019. This update led to the current multi-year project of amending the Zoning Ordinance and Design Ordinance (ZODO) to implement the General Plan goals, policies, and programs.

The ZODO update effort is overseen by the ZODO Ad Hoc Committee, comprised of Mayor Dunbar, Vice Mayor Dorman, Zoning and Design Review Board (ZDRB) Member Cook, and ZDRB Member Miller, with the support of staff. The Committee is an advisory body tasked with reviewing all proposed modifications to the ZODO, providing feedback, and otherwise shaping the draft Ordinances.

During Phase 1 of this effort, the Committee met five (5) times in late 2019 and early 2020. On May 19, 2020, the Town Council approved the first set of ordinance amendments for the following subject matter areas.

- \* PC, Primary Commercial (Chapter 17.48)
- \* RSC, Residential Scaled Commercial (Chapter 17.52)
- \* PF, Public Facilities (Chapter 17.36)
- \* MU, Mixed Use Overlay (Chapter 17.82)
- \* Building Height Exceptions (Chapter 18.46)

The Committee is now working on Phase 2 of this effort, having met on four (4) occasions since November 2020. While the committee has already completed the Phase 1 items from above, and made substantial progress during the four Phase 2 meetings on some of the more difficult topics noted below, there remains a fair amount of additional work to edit, update, and consolidate all existing chapters of the ZODO. The goal is to complete the revisions this fiscal year, or shortly thereafter, because contract funding expires at the end of June 2021.

To achieve this goal, the Committee will hold semimonthly meetings from March until the beginning of June to review and provide feedback on the following chapters:

- \* all Residential zoning districts, remainder of Commercial zoning districts, and the Agricultural zoning district
- \* add new chapter for the Parks & Playfields zoning district
- \* substantially amend and add new objective design standards and subjective design guidelines
- \* Overlay district chapters

- \* Parking and Loading chapter
- \* Use Categories and Definitions
- \* Tree Preservation and Management
- \* Affordable Housing
- \* Regulatory Chapters on permit processing
- \* Findings.

This schedule will allow the Phase 2 amendments to go before the ZDRB for a publicly noticed hearing in approximately June 2021 and before the Town Council in approximately July 2021. Based on amount and type of feedback from the public, Board, and Council, the Town Council may direct staff to make additional revisions, in which case more than one public hearing before each body may be necessary. This final stage of the update is designed to be transparent and flexible so that there is ample opportunity for interested parties to comment on the draft ordinance before it is adopted by the Town Council.

## **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? Planning & Building Department

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Yes

## **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. By updating the Yountville Municipal Code to implement the General Plan and to ensure the documents are internally consistent with one another, the Town Council shows its commitment to keeping the governing documents current and in compliance with state law, which leads to improved quality of life for Yountville residents and businesses.

## **RECOMMENDATION**

Receive and File