

# AGENDA

## Healdsburg Planning Commission

April 11, 2023 6:00 PM

401 Grove Street, Healdsburg

City Hall - City Council Chamber

### To join by computer, tablet, or mobile device:

Go to <https://zoom.us/join> and type in the Webinar ID: 878 9762 1423 or follow this link: <https://cityofhealdsburg-org.zoom.us/j/87897621423> (Pre-registration for the meeting is not required)

Process to watch the meeting and submit Public Comment as a part of the Zoom Webinar

1. **ROLL CALL**

2. **ADMINISTRATIVE ACTIONS**

- A. Approval of April 11, 2023 Agenda
- B. Approval of Minutes for March 28, 2023 Regular Meeting and Workshop
- C. Acceptance of Communications and Correspondence
- D. Declarations of Conflicts of Interest
- E. Disclosures of Ex Parte Communications

3. **PUBLIC COMMENTS**

*This time is set aside to receive comments from the public regarding matters of general interest not on the agenda but related to Planning Commission business. Pursuant to the Brown Act, however, the Planning Commission cannot consider any issues or take action on any request during this comment period.*

4. **PUBLIC HEARINGS**

A. **Item**

**Description:** Design Review Application 2003-02 - AMENDMENT

**Project**

**Description:** A request to remove a condition of approval for an approved design review application for a gas station (Valero). The specific condition of approval imposed by the Planning Commission prohibited the use of “trademark colors” on the gas station canopy. The applicant is requesting the ability to

use Valero's teal and yellow "trademark colors" on the existing canopy.

**Location:** 186 Dry Creek Road

**Applicant:** Gus Ortega / Sign Development Inc.

**Environmental**

**Determination:** The project is exempt from environmental review pursuant to the provisions of the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Class 01), Existing Facilities.

**B. Item**

**Description:** **Housing Element Update:** GPA 2023-01

**Project**

**Description:** An update to the City of Healdsburg Housing Element of the General Plan. The City of Healdsburg has prepared a comprehensive update to the City's last adopted Housing Element for the next planning period covering 2023-2031, often referred to as the 6th Cycle Housing Element Update. The Housing Element Update (HEU) includes revised goals and policies, and new, modified, and continuing implementation programs. The HEU includes policies, procedures, and incentives in its land use planning and development activities that result in maintenance and expansion of the housing supply to adequately accommodate the City's anticipated housing needs. The HEU also addresses the City's Regional Housing Needs Assessment (RHNA) allocation. The RHNA allocates housing need based on future estimates of housing unit growth over the planning period (2023-2031). The City was allocated a total of 476 additional units from RHNA. To accommodate its RHNA allocation, the City has identified currently planned and approved development, projected ADU development, and acquisition and conversion of market rate units into affordable units which will surpass the required RHNA allocation. The City does not propose any rezoning of sites or specific site development as part of this planning process. The project is an administrative procedure of updating the City's Housing Element. Future development of housing projects will require

site specific environmental review and entitlement approval.

**Location:** Citywide

**Applicant:** City of Healdsburg

**Environmental**

**Determination:** Pursuant to Section 15301 of the CEQA Guidelines, the proposed plan would have no possibility for causing a significant effect on the environment. The Guidelines state in that section that “A project is exempt from CEQA if the activity is covered by the common-sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.” In addition, exceptions to the applicability of a Categorical Exemption, as specified in Section 15300.2(a) through (f) of the CEQA Guidelines, do not apply to the proposed plan. As such, the proposed plan meets all criteria for an exemption under CEQA Guidelines Section 15061(b)(3) and, pursuant to this exemption, “it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.”

**C. Item**

**Description:** Land Use Code Amendment 2023-02

**Project**

**Description:** Amendments to various sections of the Healdsburg Municipal Code will provide greater clarity and amend the Healdsburg Municipal Code Title 17 (Property and Development) and Title 20 (Land Use Code). Title 17 Amendment sections include: §17.08.190, §17.08.070, §17.08.330, §17.04.020 and add §17.04.305. Title 20 Amendment sections include: §20.28.130, §20.08.100 Table 8, §20.08.050 Table 4, §20.08.070 Table 6, §20.08.150 Table 11, §20.08.145 Table 10, §20.08.310, §20.20.055, §20.16.045, §20.16.055, §20.08.075, §20.28.080 and add §20.20.110. Amendments to Title 17 intend to provide greater clarity regarding off-site easements, rights-of way, acceptance dates, improvements

for dwellings, Planning and City Council powers and duties and the addition of §17.04.305, Approval of Final Parcel Maps.

Amendments to Title 20 include general Land Use Code clean-ups including clarifying sections to align with state standards regarding Large Family Daycares, amending typographical errors, amending use tables to be consistent throughout, and the addition of §20.20.110, Temporary Use Permits, to provide standards for temporary uses.

**Location:** Citywide

**Applicant:** City of Healdsburg

**Environmental**

**Determination:** The proposed amendments are exempt from the California Environmental Quality Act pursuant to Section 15061(b)(3) of the CEQA Guidelines.

**5. NEW BUSINESS**

None.

**6. COMMISSIONER AND SUBCOMMITTEE REPORTS**

**7. DIRECTOR'S REPORT**

**8. ADJOURNMENT**

Scott Duiven, Community Development Director, April 6, 2023

Posting: This agenda was posted on City bulletin boards and the City's website at least 72 hours prior to the meeting, in accordance with state law.

Availability of Written Materials: All written materials (e.g., staff reports, conditions, resolutions) prepared for items on this agenda are available for public review at least 72 hours prior to the meeting at the Community Development Department at 401 Grove Street and on the City's website at [www.ci.healdsburg.ca.us](http://www.ci.healdsburg.ca.us). Written materials submitted after the posting of this agenda, but before the Commission meeting, will also be made available for public review in the Community Development Department. If written materials are presented to the Commission at the meeting, a copy will be made for public review at the meeting.

Disabled Accommodations: The City of Healdsburg will make reasonable accommodations for persons having special needs due to disabilities. Please contact Amanda Gray, Administrative Technician, at Healdsburg City Hall, 401 Grove Street,

Healdsburg, California, 707-431-3393, at least 72 hours prior to the meeting, to ensure the necessary accommodations are made.

Public Comments: Persons speaking on items on this agenda are requested to provide their name, address and the subject of their comments. Comments are generally limited to three minutes, however additional time may be granted by the Commission Chair as appropriate, depending on the scope of the project.

Appeals: Anyone that does not agree with the Commission's decision may appeal the decision to the City Council, provided that a written appeal is filed within ten (10) calendar days from the date of the Commission's action.

1. Agenda - April 11, 2023

Documents:

[PC AGENDA - APRIL 11, 2023.PDF](#)

2. Agenda Item No. 2B - Draft Minutes Of The March 28, 2023 Meeting

Documents:

[MARCH 28, 2023 DRAFT MINUTES.PDF](#)

3. Agenda Item No. 4A - Valero Gas Station Design Review Amendment

Documents:

[STAFF REPORT AND ATTACHMENTS.PDF](#)

4. Agenda Item No. 4B - Healdsburg 6th Cycle Housing Element Update - Adoption Draft

Documents:

[STAFF REPORT\\_ADOPTION DRAFT HOUSING ELEMENT UPDATE\\_PC ADOPTION HEARING.PDF](#)  
[ATT 1 - PC RESOLUTION ADOPTION DRAFT HOUSING ELEMENT REVISED 041123.PDF](#)  
[ATT 2 - HOUSING STRATEGY PROGRAM TABLE.PDF](#)  
[ATT 3 - HCD RESPONSE LETTER.PDF](#)  
[ATT 4 - HEALDSBURG HCD COMMENT AND RESPONSE TABLE.PDF](#)  
[ATT 5 - HEALDSBURG ADOPTION DRAFT HOUSING ELEMENT.PDF](#)  
[ATT 6 - HEALDSBURG ADOPTION DRAFT TECHNICAL BACKGROUND REPORT.PDF](#)  
[ATT 7 - HEALDSBURG ADOPTION DRAFT HOUSING ELEMENT APPENDICES.PDF](#)  
[ATT 8 - HEALDSBURG HEU CEQA EXEMPTION REPORT.PDF](#)

5. Agenda Item No. 4C - Land Use Code Amendments

Documents:

[STAFF REPORT AND ATTACHMENT.PDF](#)