



Agenda Date: 4/26/2005  
Agenda Placement: 8C  
Set Time: 9:45 AM PUBLIC HEARING  
Estimated Report Time: 5 Minutes

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Steven Lederer for Hillary Gitelman - Director  
Conservation, Development & Planning  
**REPORT BY:** Steven Lederer, Deputy Planning Director, 253-4417  
**SUBJECT:** Public Hearing - Procedural Ordinance

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### **RECOMMENDATION**

First and final reading and adoption of an ordinance implementing process improvements for various procedural and administrative practices designated in the Napa County Code, including political signs, parcel design, fences, entry structures, parking requirements, certificates of extent of legal nonconformities, and expiration of site plan approvals.

### **EXECUTIVE SUMMARY**

This ordinance makes several improvements to various section of the Napa County Code, including those sections dealing with political signs, parcel design, entry structures, parking requirements, certificates of extent of legal nonconformities, and expiration of site plan approvals. The proposed changes are designed to streamline and make more flexible the processes involved.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **ENVIRONMENTAL IMPACT**

Categorical exemption pursuant to Class 5 (CEQA Guidelines Section 15305), Minor alterations to land use limitations.

### **BACKGROUND AND DISCUSSION**

The attached ordinance is designed to improve various procedural and administrative practices designated in the Napa County Code, including those dealing with political signs, parcel design, fences, entry structures, parking requirements, certificates of extent of legal nonconformities, and expiration of site plan approvals.

- | Section One amends Section 18.08.440 to properly define a political sign.
- | Section Two amends Section 18.104.110 to eliminate un-buildable portions of parcels from parcel design calculations to provide greater flexibility in designing parcels.
- | Section Three amends Section 18.104.275 the duplicative requirement to obtain both a planning and building permit to install an entry structure and provides other clarifying language to entry structure procedures.
- | Section Four amends Section 18.110.010 to clarify parking requirements in various districts.
- | Section Five amends Chapter 18.116 to provide citizens greater flexibility in displaying political signs during election campaigns, and provides other clarifying language to sign procedures.
- | Section Six amends Section 18.132.050 to allow waiving a public hearing if one is not needed or requested in the process of evaluating residential certificates of extent of legal nonconformity.
- | Section Seven amends Section 18.140.050 to provide site plan approvals with the same two year expiration period as Use Permits have.

#### **SUPPORTING DOCUMENTS**

- A . Procedural Ordinance - Strike out copy
- B . Procedural Ordinance

CEO Recommendation: Approve

Reviewed By: Michael Stoltz