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Agenda Date: 2/6/2014
Agenda Placement: 10A

Napa County Planning Commission Board Agenda Letter

TO: Napa County Planning Commission

FROM: Sean Trippi for Pete Parkinson - Interim Director
Planning, Building and Environmental Services

REPORT BY: Sean Trippi, Principal Planner - 299-1353

SUBJECT: Napa Pipe Design Guidelines Study Session III

RECOMMENDATION

NAPA PIPE DESIGN GUIDELINES STUDY SESSION III

CEQA Status: No action is requested and CEQA does not apply.

Request: The City of Napa and the Napa County Planning Commissions are holding a joint Special Meeting to receive a report from SiteLab Urban Studio. Sitelabs is responsible for drafting design guidelines for the Napa Pipe Project. The General Plan and zoning for the Napa Pipe property approved by the Board of Supervisors in June 2013 requires preparation of design guidelines before development can occur on the property. Design guidelines will ultimately serve to ensure the quality and form of development consistent with the City/County expectations. Subsequent separate meetings of both the City Planning Commission and County Planning Commissions will be held to deliberate on and ultimately forward a recommendation regarding the Guidelines to the Napa City Council and the Board of Supervisors, respectively.

Staff Recommendation: No action required. Discussion regarding design guidelines for the Napa Pipe site.

EXECUTIVE SUMMARY

Members of the Napa County Planning Commission and the Napa City Planning Commission will have an opportunity to discuss a variety of issues that will inform the development of Napa Pipe design guidelines including the organization, function and use of the design guidelines, and how the Commissions feedback will be incorporated into the document.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Napa Pipe-related zoning ordinance and General Plan amendment adopted by the Board of Supervisors in June 2013 requires development of design guidelines before development can occur on portions of the Napa Pipe site within the Napa Pipe zoning districts. County and City officials have discussed developing design guidelines that can serve as a regulatory tool, (e.g. "form based code") ensuring that the quality and form of development are consistent with both jurisdictions' expectations even if the current developer sells the site to other builders in the future.

Prior to development of the design guidelines, members of the Napa County Planning Commission and the Napa City Planning Commission took a field trip on July 8, 2013, touring residential development sites in Hercules, Emeryville and San Mateo.

At each location, the Commissioners had an opportunity to discuss issues that will inform the development of design guidelines for the Napa Pipe site. The trip was led by Evan Rose, the County's urban design consultant. Members of the Napa Pipe applicant's design team were also available to answer questions.

A special meeting/study session held on July 24, 2013, began with a re-cap and discussion of the field trip, including what Commissioners saw and learned at each stop. Mr. Rose also described other sites that could be visited in the Bay Area, as illustrated in the brochure prepared for the field trip, and multifamily housing sites that are farther afield. Following the re-cap and discussion, Mr. Rose presented a proposed outline for the design guidelines and invited Commissioner comments and questions. The Commission also accepted comments and questions from members of the public.

The goals of this presentation and exchange are to discuss an organizational structure and how to use the guidelines, and also to develop a common understanding of the terminology and function of various elements of the guidelines.

Finally, City and County staff will lead a discussion of next steps, and provide an update on the status of related activities (e.g. Development Plan application & Development Agreement negotiations). Mr. Rose will also describe how Commissioners feedback received at this meeting will be incorporated into the design guidelines. Subsequent separate meetings of both the City Planning Commission and County Planning Commissions will be held to deliberate on and ultimately forward a recommendation regarding the Guidelines to the Napa City Council and the Board of Supervisors, respectively.

SUPPORTING DOCUMENTS

A . Draft Design Guidelines

Napa County Planning Commission: Approve

Reviewed By: Charlene Gallina