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Agenda Date: 3/19/2014

Agenda Placement: 9A

## Napa County Planning Commission Board Agenda Letter

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**TO:** Napa County Planning Commission

**FROM:** John McDowell for Pete Parkinson - Interim Director  
Planning, Building and Environmental Services

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

**SUBJECT:** Napa Pipe Design Guidelines Review Process

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### **RECOMMENDATION**

#### **NAPA PIPE DESIGN GUIDELINES REVIEW PROCESS**

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

**Request:** The City of Napa and the Napa County Planning Commissions held a joint Special Meeting regarding design guidelines for the Napa Pipe site on February 6, 2014. A follow up meeting was held on February 19, 2019. 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. At this time, staff is requesting direction from the Napa County Planning Commission regarding our review process.

**Staff Recommendation:** Discussion on direction on the County's review process.

**Staff Contact:** Sean Trippi, Principal Planner; (707) 299-1353, [strippi@countyofnapa.org](mailto:strippi@countyofnapa.org)

### **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. The first joint Study Session was held on February 6, 2014, with a follow up meeting with the county Planning commission on February 19, 2014. Staff has agendaized this item for the purpose of seeking Napa County Commission direction regarding this review process.

**FISCAL IMPACT**

Is there a Fiscal Impact?                      No

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: 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**

SiteLab, a consultant to the County of Napa has prepared draft design guidelines. These design guidelines, and the form based code that is included in them is intended to provide guidance to staff on future applications that are submitted for development. On February 6, 2014, a joint session with both the Napa County and Napa City Planning Commissions was held. At that meeting, it was determined that each of the Planning Commissions would hold study sessions on the purposed guidelines and then get back together to recommend changes to the guidelines. The purpose of this discussion is to identify areas within the guidelines that the Commission would like further clarification and if appropriate intend to recommend changes.

The Design Guidelines can be accessed via <http://www.countyofnapa.org/NapaPipe/>

**SUPPORTING DOCUMENTS**

None

Napa County Planning Commission: Approve

Reviewed By: John McDowell