



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/15/2011
Agenda Placement: 10B

Napa County Planning Commission Board Agenda Letter

TO: Napa County Planning Commission
FROM: John McDowell for Hillary Gitelman - Director
Conservation, Development & Planning
REPORT BY: John McDowell, Deputy Planning Director - 299-1354
SUBJECT: Design Review Guidelines

RECOMMENDATION

DESIGN REVIEW GUIDELINES

Request: Presentation of a draft informational handout containing a compilation of all existing County policies and requirements related to project design. Commission and public comments are requested.

Staff Recommendation: Information item. Commission may provide direction.

Staff Contact: John McDowell, 299-1354 or john.mcdowell@countyofnapa.org or Linda St. Claire, 299-1348 or linda.stclaire@countyofnapa.org

EXECUTIVE SUMMARY

Between August 2009 and September 2010, the Commission held a series of study sessions investigating options for establishing some form of limited design review process. At the conclusion of that process, the Commission expressed an interest in developing a comprehensive document containing all existing design standards and practices. On January 5, 2011, the Commission reviewed an initial draft of that document and provided comments on its organization and content. Attached to this report is the revised draft which includes the following substantive changes: 1) augmented the section on guiding principles; 2) added an implementation section; and 3) inserted placeholder section for photographs of architecture examples.

Once Commission review is complete, Staff will refer the guidelines out to local development processing professionals for review and comment. This group of stakeholders consists of architects, landscape architects, engineers, planners, land use attorneys and building contractors. Stakeholders, primarily the architects, will be asked to provide examples of good and poor architecture for inclusion in the examples section. The finalized guidelines will be provided to the Commission prior to it being available at the public counter and posted on the

Department's web page.

Although this is not a formal public hearing, the Commission is encouraged to receive comments from any interested members of the public.

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

See attached draft Napa County Design Guidelines.

SUPPORTING DOCUMENTS

A . Design Guidelines

Napa County Planning Commission: Approve

Reviewed By: John McDowell