



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 9/15/2010  
Agenda Placement: 10A

## Napa County Planning Commission Board Agenda Letter

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

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### **RECOMMENDATION**

#### **DESIGN REVIEW STUDY SESSION**

**Request:** Information item and possible action concerning Commission's request that Staff present options for establishing a limited design review evaluation process for projects requiring Commission review. Commission will be presented with design review examples from other jurisdictions.

**Staff Recommendation:** Information item. Commission may provide direction.

**Staff Contact:** John McDowell, 299-1354 or [john.mcdowell@countyofnapa.org](mailto:john.mcdowell@countyofnapa.org) or Hillary Gitelman, 253-4805 or [hillary.gitelman@countyofnapa.org](mailto:hillary.gitelman@countyofnapa.org)

### **EXECUTIVE SUMMARY**

In August 2009, the Commission directed Staff to begin investigating design review processes and practices in other communities, and to return to the Commission with options for establishing some form of limited design review process. In July 2010, the Commission held a follow up study session in which several options of varying scope and complexity were presented. In discussing those options, the Commission expressed an interest in seeing examples of other jurisdictions' design review documents. Attach to this report are design review ordinances from local cities and several nearby counties. In addition are a few examples of area-specific design guidelines. In most cases where jurisdictions have design review, specified design guidelines typically apply only within a limited portion of jurisdiction. Either no design review, or design review which is not controlled by design guidelines applies outside of the specified areas.

This item is not a formal public hearing, but staff recommends that any members of the public wishing to speak on this item be heard. At the conclusion of the discussion, the Commission may provide further direction to staff

regarding next steps. The Board of Supervisors will be responsible for acting on any recommendation developed by the Commission.

**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 design review ordinances and guidelines examples.

**SUPPORTING DOCUMENTS**

- A . Sonoma County Design Review Committee Handout
- B . Sonoma County Design Review Ordinance
- C . Santa Barbara County Board of Architectural Review Application
- D . Santa Barbara County Winery Design Requirements
- E . San Mateo County Community Design Guidelines
- F . San Mateo County Design Review Handout
- G . San Mateo County Design Review Process
- H . Local Cities Design Review Ordinances
- I . Solano and Marin County Design Review Ordinance

Napa County Planning Commission: Approve

Reviewed By: John McDowell