



City of Sonoma Planning Commission AGENDA

Regular Meeting of July 11, 2013 -- 6:30 PM
Community Meeting Room, 177 First Street West
Sonoma, CA 95476

Meeting Length: No new items will be heard by the Planning Commission after 10:30 PM, unless the Commission, by majority vote, specifically decides to continue reviewing items. If an item is not heard due to the length of the meeting, the Commission will attempt to schedule a special meeting for the following week. If a special meeting is necessary, potential dates will be established at the close of this meeting, and a date set as soon as possible thereafter.

CALL TO ORDER – Chair, Chip Roberson

Commissioners: Gary Edwards
Robert Felder
Mark Heneveld
Matt Howarth
Mathew Tippell
Bill Willers (Alternate)

*Be Courteous - **TURN OFF** your cell phones and pagers while the meeting is in session.*

PLEDGE OF ALLEGIANCE

COMMENTS FROM THE PUBLIC: Presentations by audience members on items not appearing on the agenda.

MINUTES: Minutes from the meeting of June 13, 2013.

CORRESPONDENCE

ITEM #1 – PUBLIC HEARING

REQUEST:

Consideration of a Use Permit to allow a produce stand for the sale of produce grown on site.

Applicant/Property Owner:

Rachel Kohn Obut/Sweetwater
Spectrum

Staff: Wendy Atkins

Project Location:

730 West Spain Street

General Plan Designation:

Low Density Residential (LR)

Zoning:

Planning Area: Northwest Area

Base: Low Density Residential (R-L)

Overlay: None

RECOMMENDED ACTION:

Approve with conditions.

ITEM #2 – PUBLIC HEARING

REQUEST:

Consideration an Exception from the fence height standards to allow an over-height fence within a front yard setback.

Applicant/Property Owner:

Alexandra Thomas

Staff: Wendy Atkins

Project Location:

597 Este Madera Drive

General Plan Designation:

Low Density Residential (LR)

Zoning:

Planning Area: Central-East Area

Base: Low Density Residential (R-L)

Overlay: None

RECOMMENDED ACTION:

Approve with conditions.

ITEM #3 – PUBLIC HEARING

REQUEST:

Consideration of an Exception to the garage setback requirements in order to allow the conversion of an existing carport into a garage.

Applicant/Property Owner:

Paula Parks

Staff: Rob Gjestland

Project Location:

510 Denmark Street

General Plan Designation:

Low Density Residential (LR)

Zoning:

Planning Area: Southeast Area

Base: Low Density Residential (R-L)

Overlay: None

RECOMMENDED ACTION:

Commission discretion.

ITEM #4 – PUBLIC HEARING

REQUEST:

Consideration of a Use Permit and Parking Exception for the Sonoma Valley Community Health Center to occupy a commercial building as a medical clinic/office.

Applicant/Property Owner:

Sonoma Valley Community Health Center/Larry Wasserman

Staff: Rob Gjestland

Project Location:

19270 Sonoma Highway

General Plan Designation:

Commercial (C)

Zoning:

Planning Area:

West Napa/Sonoma Corridor

Base: Commercial (C)

Overlay: None

RECOMMENDED ACTION:

Approve with conditions.

ITEM #5 – DISCUSSION

ISSUE:

Consideration of amendments to the Development Code establishing definitions and zoning regulations for wine tasting facilities.

Staff: David Goodison

RECOMMENDED ACTION:

Forward recommendations to City Council.

ISSUES UPDATE

COMMENTS FROM THE COMMISSION

COMMENTS FROM THE AUDIENCE

ADJOURNMENT

I do hereby certify that a copy of the foregoing agenda was posted on the City Hall bulletin board on July 5, 2013.

CRISTINA MORRIS, ADMINISTRATIVE ASSISTANT

Rights of Appeal: Any decision of the Planning Commission may be appealed to the City Council. Appeals must be filed with the City Clerk within fifteen (15) calendar days following the Planning Commission's decision, unless the fifteenth day falls on a weekend or a holiday, in which case the appeal period ends at the close of the next working day at City Hall. Appeals must be made in writing and must clearly state the reason for the appeal. Appeals will be set for hearing before the City Council on the earliest available agenda. A fee is charged for appeals.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Monday before each regularly scheduled meeting at City Hall, located at No. 1 The Plaza, Sonoma CA, (707) 938-3681. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Planning Commission regarding any item on this agenda after the agenda has been distributed will be made available for inspection at the Administrative Assistant office, No. 1 The Plaza, Sonoma CA during regular business hours.

If you challenge the action of the Planning Commission in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on the agenda, or in written correspondence delivered to the Administrative Assistant, at or prior to the public hearing.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (707) 933-2216. Notification 48-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

City of Sonoma Planning Commission
STAFF REPORT

Agenda Item #1
Meeting Date: 07/11/13

Agenda Item Title: Application for a Use Permit to allow a produce stand for on-site production and sale of produce on the property located at 730 West Spain Street.

Applicant/Owner: Rachel Kohn Obut/Sweetwater Spectrum Inc.

Site Address/Location: 730 West Spain Street

Staff Contact: Wendy Atkins, Associate Planner
Staff Report Prepared: 06/27/13

PROJECT SUMMARY

Description: Application of Rachel Kohn Obut (Sweetwater Spectrum) for a Use Permit to allow a produce stand for on-site production and sale of produce on the property.

General Plan Designation: Low Density Residential (LR)

Zoning: **Base:** Low Density Residential (R-L) **Overlay:** None

Site Characteristics: The project site is one of a group of five parcels (having frontage variously on Fifth Street West and West Spain Street), with a combined area of 2.79 acres developed with a residential facility for adults with autism. The subject parcel, which has an area of 10,790 square feet, is located on the north side of West Spain Street midblock between Junipero Serra Drive and Fifth Street West. The property is not currently developed.

Surrounding Land Use/Zoning:

North: Residential Care Facility/Low Density Residential
South: Condominiums/Medium Density Residential
East: Single Family Residence /Low Density Residential
West: Single Family Residence/Medium Density Residential

Environmental Review:

<input checked="" type="checkbox"/> Categorical Exemption	<input type="checkbox"/> Approved/Certified
<input type="checkbox"/> Negative Declaration	<input checked="" type="checkbox"/> No Action Required
<input type="checkbox"/> Environmental Impact Report	<input type="checkbox"/> Action Required
<input type="checkbox"/> Not Applicable	

Staff Recommendation: Approve with conditions.

PROJECT ANALYSIS

BACKGROUND

On April 26, 2013, staff administratively approved a Temporary Use Permit for a produce stand to operate from 8 a.m. to 1 p.m. on April 27, May 11th, and May 25, 2013.

DETAILED PROJECT DESCRIPTION

At this time the applicant is requesting approval of a Use Permit to allow a produce stand for the sale of produce grown on the property. As indicated in the project narrative (attached) the produce stand is proposed to operate on Saturdays from 9 a.m. to 1 p.m. (with setup beginning at 8 a.m.). The produce stand would be located on the southern portion of the property (between the sidewalk and the fence) and would consist of three (six feet by three feet) folding tables under a ten-foot by ten-foot canopy tent. Parking will be provided in the form of four on-street spaces on West Spain Street directly in front of the subject property.

GENERAL PLAN CONSISTENCY (Not Applicable to this Project)

The property is designated Low Density Residential by the General Plan. This designation is intended primarily for single-family housing and duplexes, with attached or clustered development allowed by use permit, in association with related public improvement such as streets. Produce stands for on-site production uses are allowed in the Low Density Residential land use designation with a use permit. The project does not raise any issues in terms of consistency with the *City of Sonoma 2020 General Plan*.

DEVELOPMENT CODE CONSISTENCY (Not Applicable to this Project)

Use: The property is zoned Low Density Residential (R-L). Produce stands for on-site production uses are allowed in the Low Density Residential land use designation with a use permit. The proposed produce stand is consistent with the property's zoning in terms of use.

Building Height/Setbacks/Other Development Standards. The canopy tent associated with the produce stand is not considered a permanent structure; therefore, it is not required to meet setback standards.

Parking: The City's Parking and Loading Regulations do not specify parking requirements for produce stands. Therefore, the Planning Commission has discretion as to the number of parking spaces required. The applicant is not proposing to provide off-street parking in conjunction with the produce stand. Instead, the applicant has indicated that the four on-street parking spaces located on West Spain Street in front of the property will provide adequate parking for the use.

CONSISTENCY WITH OTHER

CITY ORDINANCES/POLICIES (Not Applicable to this Project)

ENVIRONMENTAL REVIEW (Not Applicable to this Project)

Pursuant to Section of 15304 of the State CEQA Guidelines, minor public or private alterations in the condition of land is Categorically Exempt from the provisions of CEQA (Class 4 – Minor Alterations to Land).

DISCUSSION OF PROJECT ISSUES

Compatibility With Neighboring Uses: Because the produce stand will not use any electricity and is limited to one day a week from 9 a.m. to 1 p.m., staff does not foresee compatibility or noise issues with the residences to the east and west of the subject property. In addition, the subject property is a relatively large parcel (10,790) with a wide street frontage (129 feet), which would allow for buffer space between the produce stand and the adjoining residences.

Parking: As previously mentioned, no off-street parking is proposed with the produce stand. The applicant has indicated that the four parking spaces located on West Spain Street in front of the property will provide adequate parking for the use. Since there are no uses that compete for parking at that location, staff concurs with this approach.

RECOMMENDATION

Staff recommends approval of the Use Permit, subject to the attached conditions.

Attachments

1. *Findings of Project Approval*
2. *Draft Conditions of Approval*
3. *Location map*
4. *Project Narratives*
5. *Site Plan*

cc: Rachel Kohn Obut
369 Fifth Street West
Sonoma, CA 95476

Sweetwater Spectrum
Attn: Deirdre Sheerin
369 Fifth Street West
Sonoma, CA 95476

Bret Sackett, Police Chief

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Sweetwater Spectrum Produce Stand Use Permit – 730 West Spain Street

July 11, 2013

Based on substantial evidence in the record and upon consideration of all testimony received in the course of the public review, including the public review, the City of Sonoma Planning Commission finds and declares as follows:

Use Permit Findings

1. The proposed use is consistent with the General Plan;
2. The proposed use is allowed with a conditional Use Permit within the applicable zoning district and complies with all applicable standards and regulations of this Development Code;
3. The location, size, design, and operating characteristics of the proposed use are compatible with the existing and future land uses in the vicinity; and
4. The proposed use will not impair the architectural integrity and character of the zoning district in which it is to be located.

City of Sonoma Planning Commission
CONDITIONS OF PROJECT APPROVAL
Sweetwater Spectrum Produce Stand Use Permit – 730 West Spain Street

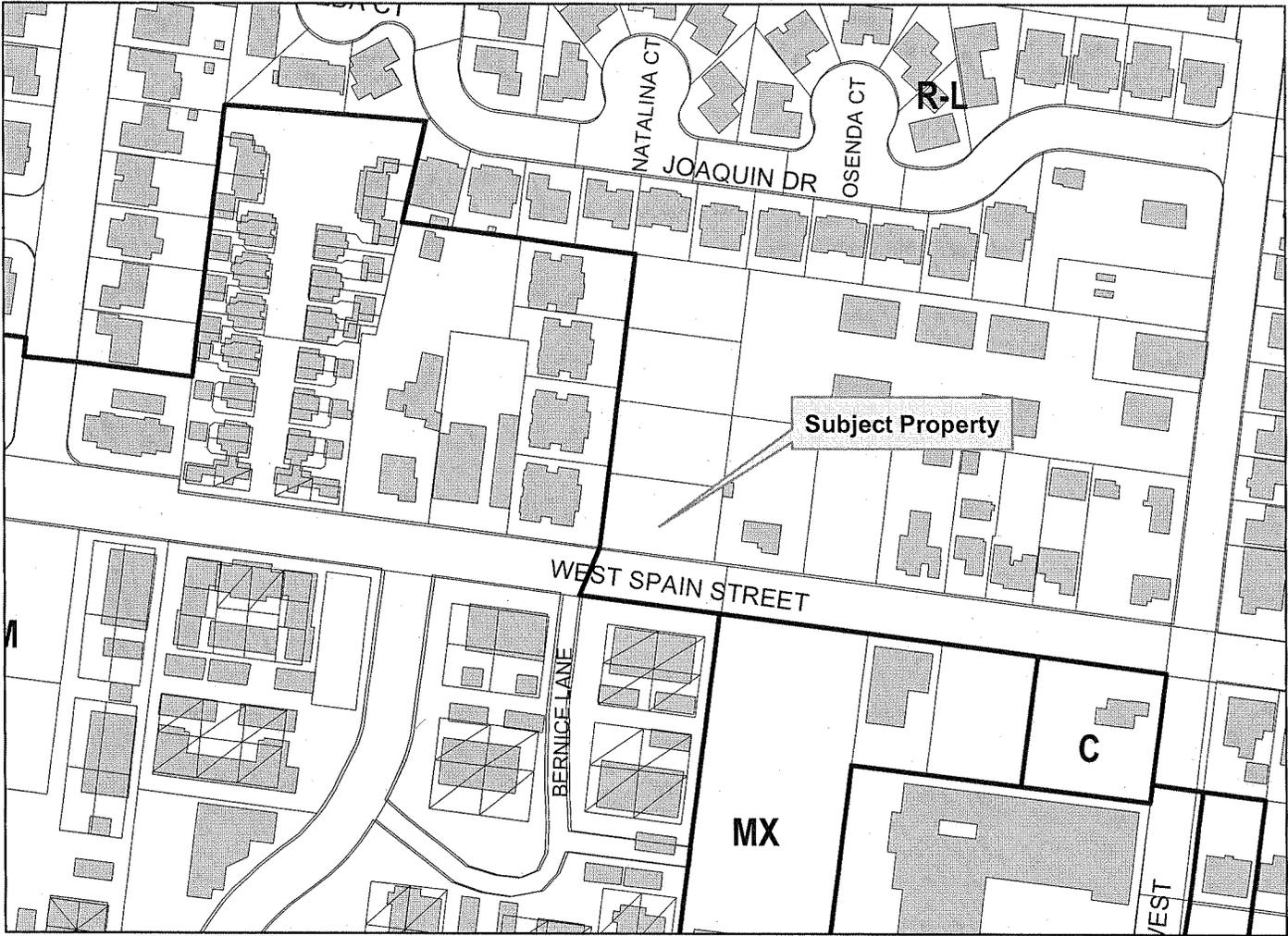
July 11, 2013

1. The produce stand use shall be operated in substantial conformance with the application, project narrative, the staff report, with hours of operation of 9 a.m. to 1 p.m. and limited to one day per week (Saturdays).

Enforcement Responsibility: *Planning Division; Building Division*
Timing: *Ongoing*

2. All signs shall be subject to the City of Sonoma Sign Ordinance.

Enforcement Responsibility: *Planning Division; DRC*
Timing: *Prior to operation*

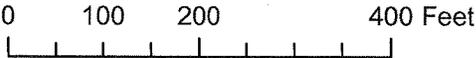


Project Summary

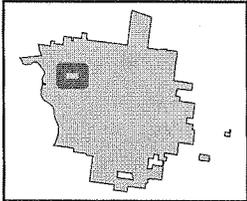
<i>Project Name:</i>	Sweetwater Produce Stand
<i>Property Address:</i>	730 West Spain Street
<i>Applicant:</i>	Rachel Kohn Obut
<i>Property Owner:</i>	Sweetwater Spectrum
<i>General Plan Land Use:</i>	Low Density Residential
<i>Zoning - Base:</i>	Low Density Residential
<i>Zoning - Overlay:</i>	None
<i>Summary:</i>	Application for a Use Permit to allow a produce stand for on-site production of produce.

Zoning Designations

- R-HS Hillside Residential (1 D.U./10acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
- R-M Medium Denisty Residential (6-10 D.U./acre)
- R-H High Density (9-12 D.U./acre)
- R-O Housing Opportunity (15-20 D.U./acre)
- R-P Mobile Home Park (7 D.U./acre, maximum)
- MX Mixed Use (12 D.U./acre, maximum)
- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture



1 inch = 200 feet



Conditional Use Permit – Project Narrative

Sweetwater Spectrum is requesting a conditional use permit to have a farm stand on Saturday mornings from 9 AM to 1 PM at 730 West Spain St. The sale will be located on the edge of the property between the fence and the sidewalk. We would like to begin operating our farmstand (on June 15th) and continue on a weekly basis throughout the summer and fall. *↳ whenever we receive our permit.*

We will begin setting up at 8 AM. There will be two or three adults present during set-up, and one or two adults present during the sale and cleanup time. Sweetwater's residents and their care providers will also participate in the farm stand.

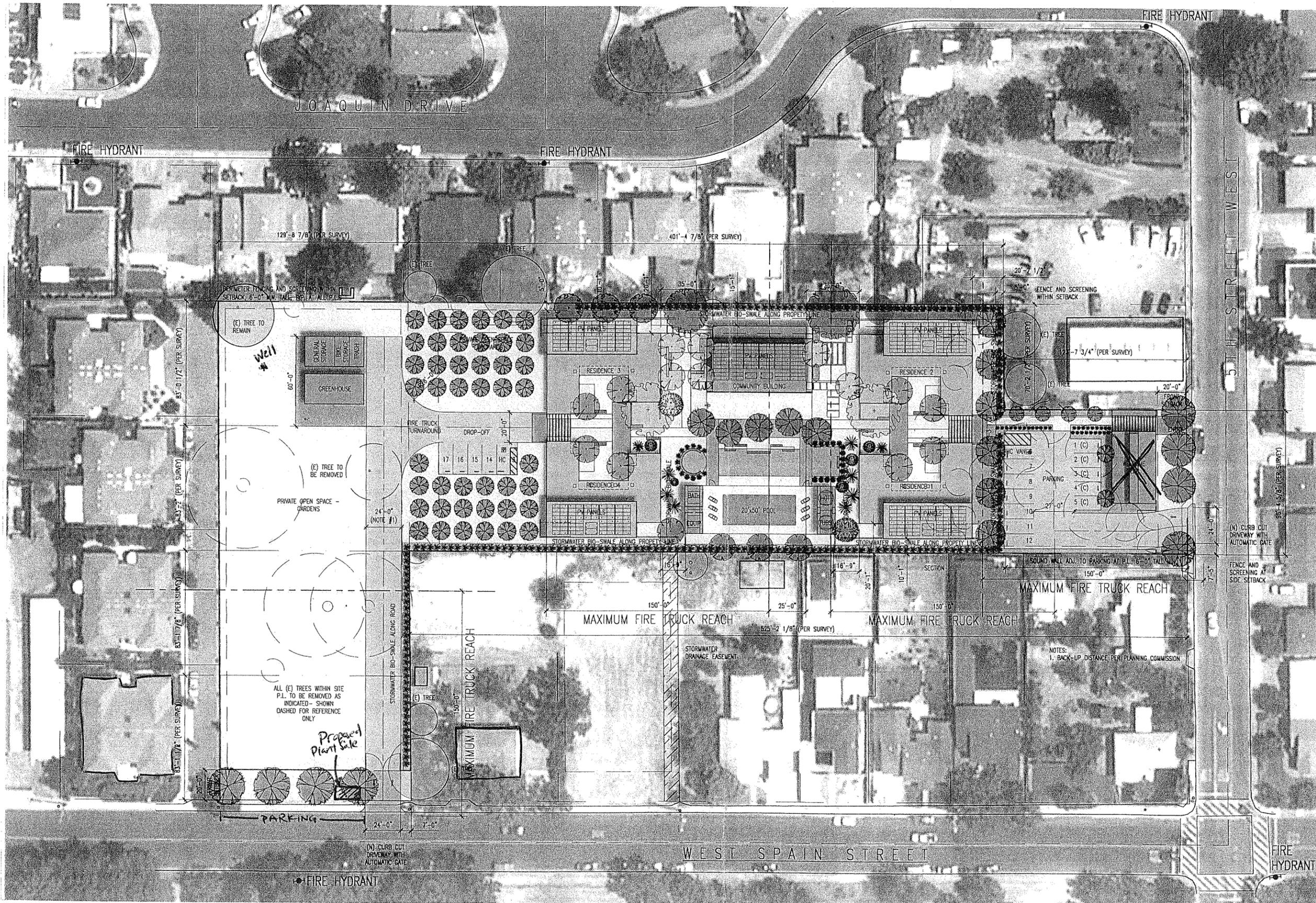
We will sell vegetables, fruit and herbs that we have grown on our property as well as nursery starts that we grow on our property. We already have a Certified Producer's Certificate, a Nursery Permit and a business license.

The sale will be set up on three folding tables, each 6 ft, by 3 ft under a 10 ft by 10 ft canopy tent to provide shade.

We will have one sign reading "Farm Stand Today" next to our stand, and a banner hanging on the canopy tent reading "Sweetwater Spectrum, Life With a Purpose"

Parking will be on the street. There is room for at least four cars to park in this area. We expect a flow of one to three customers at any time, and expect the street parking in front of our property will provide ample space.

JUN 06 2013



SITE PLAN
SCHEMATIC DESIGN REVIEW A1.1

LMS LEDDY MAYTUM STACY ARCHITECTS
 477 HARRISON STREET, SAN FRANCISCO, CA 94102
 TEL: 415.776.1700 WWW.LMSARCH.COM

SWEETWATER SPECTRUM

1/32" = 1'-0"



JUN 06 2013

City of Sonoma Planning Commission
STAFF REPORT

Agenda Item #2
Meeting Date: 7-11-13

Agenda Item Title: Application for an Exception from the fence height standards to allow overheight fencing within the front yard setback on a residential lot located at 597 Este Madera Drive.

Applicant/Owner: Alexandra Thomas

Site Address/Location: 597 Este Madera Drive

Staff Contact: Wendy Atkins, Associate Planner
Staff Report Prepared: 7/03/12

PROJECT SUMMARY

Description: Application of Alexandra Thomas for an Exception from the fence height standards to allow overheight fencing within the front yard setback on the property at 597 Este Madera Drive.

General Plan Designation: Low Density Residential (LR)

Zoning: **Base:** Low Density Residential (R-L) **Overlay:** None

Site Characteristics: The property is a ±5,663-square foot lot located on Este Madera Drive across from the East MacArthur entrance to Este Madera Estates. The property is currently developed with a single-family home.

Surrounding Land Use/Zoning: **North:** Single-family homes /Low Density Residential
South: Single-family home/Density Residential
East: Single-family home/Low Density Residential
West: Single-family home/Low Density Residential

Environmental Review:

<input checked="" type="checkbox"/> Categorical Exemption	<input type="checkbox"/> Approved/Certified
<input type="checkbox"/> Negative Declaration	<input checked="" type="checkbox"/> No Action Required
<input type="checkbox"/> Environmental Impact Report	<input type="checkbox"/> Action Required
<input type="checkbox"/> Not Applicable	

Staff Recommendation: Approve subject to conditions.

PROJECT ANALYSIS

DETAILED PROJECT DESCRIPTION

The applicant is requesting an exception from the fence height standards in order to construct a six-foot tall fence, including a seven-foot tall arbor over the gate element, within the required 20-foot street-side yard setback area of the property. The fence is approximately twenty feet in length and is proposed to be setback ten feet from the property line. The fence would be comprised of painted wood. According to the project narrative (attached), the purpose of the fence is to provide privacy and noise/headlight screening from East MacArthur Street and Este Madera Drive.

GENERAL PLAN CONSISTENCY (**Not Applicable to this Project**)

The property is designated Low Density Residential by the General Plan, which permits single-family homes and related accessory structures. The proposal does not raise any issues in terms of consistency with the goals and policies of the *City of Sonoma 2020 General Plan*.

DEVELOPMENT CODE CONSISTENCY (**Not Applicable to this Project**)

Fence Height Requirements: A 20-foot front/street side yard setback is required in the R-L zoning district. Fencing within required front/street side yards is limited to a maximum height of 3.5 feet unless the Planning Commission approves an Exception from the fence height standards. In order to approve an Exception, the Planning Commission must make the following findings:

1. *The fence will be compatible with the design, appearance, and physical characteristics of the site and other existing structures in the surrounding neighborhood;*

The majority of properties along Este Madera Drive comply with the fence height limitations that apply to front or street side yard setbacks. However, approximately 20 percent of the lots surveyed incorporate over-height fences or hedges within the required 20-foot front setbacks (fence height exceptions were approved for 566 Este Madera Drive in 2006 and 524 Este Madera Drive in 2012). The following is a list of six properties in the surrounding neighborhood that have fences or hedges taller than 3.5 feet within the required front yard setbacks:

- 525 Este Madera Drive (10-foot hedge), adjacent to the sidewalk located within the front setback.
- 561 Este Madera Drive (10-foot hedge), adjacent to the sidewalk located within the front setback.
- 556 Este Madera Drive (5-foot hedge), located within the public right of way in front of the property.
- 552 Este Madera Drive (5-foot hedge), located within the public right of way in front of the property.
- 545 Este Madera Drive [8.5-tall fences (±6' solid plus ±2.5' lattice)] along the sides of the property.
- 537 Este Madera Drive [8.5-tall fences (±6' solid plus ±2.5' lattice)] along the sides of the property.

Although it is not a typical feature with respect to its proposed location, in staff's view, the proposed fence would be compatible with design, appearance, and the neighborhood conditions. The fence would not be taller than any other fence or hedge located within a front or side setback area in the neighborhood. In addition, it would be setback 10 feet from the property line and, with a length of 20 feet, it would present a relatively compact appearance.

2. *The height, orientation, and location of the fence is in proper relation to the physical characteristics of the site and surrounding properties;*

In staff's view, the height and orientation of the fence are in proper relation to the physical characteristics of the site, and in proper relation to the surrounding properties. As discussed above, there are many examples of hedges in the neighborhood that are taller than 6-feet.

While there are some examples of over height fencing and hedges within Este Madera Subdivision (listed above), the majority of properties within the subdivision generally comply with fence height standards. Of those properties that possess an over-height fence or hedge, in most cases the feature is located at the side of the property, which is typical for fence height exceptions approved by the Commission. In contrast, the application proposes a 20-foot long fence along the center portion of the front yard area. While the location of the feature is atypical, it is staff's opinion that because of the unique circumstances of this property (see discussion of project issues below) this finding can be made.

3. *The fence is a planned architectural feature and does not dominate the site or overwhelm adjacent properties, structures, or passersby;*

In staff's view, the location and orientation of the fence are in proper relation to the physical characteristics of the site, and in proper relation to the surrounding properties. As discussed above, there are many examples of hedges in the neighborhood that are taller than 6-feet. In addition, the specific structure in question has been designed to integrate well with the residence.

4. *The fence will be of sound construction and located so as not to cause a safety hazard.*

It does not appear that the fencing would create a safety issue by obstructing vehicle or pedestrian sight lines at the corner; however, visibility would be improved with greater setbacks.

CONSISTENCY WITH OTHER CITY ORDINANCES/POLICIES (Not Applicable to this Project)

ENVIRONMENTAL REVIEW (Not Applicable to this Project)

Pursuant to Section of 15303 of the State CEQA Guidelines, the construction of accessory structures, including a fence, is Categorically Exempt from the provisions of CEQA (Class 3 – New Construction or Conversion of Small Structures).

DISCUSSION OF PROJECT ISSUES

The subject property is unique in that it is located directly across from the East MacArthur entrance to the Este Madera subdivision. The location of the existing courtyard entrance allows vehicles and pedestrians direct views into the front room of the residence. In certain cases, this condition may provide a basis for allowing a fence height exception. The applicant has proposed a traditional fence design, set back ten feet from the sidewalk, and will provide landscaping screening. A condition of approval has been included that requires the applicant to submit a landscape and irrigation plan for staff review. Based on these factors, staff is recommending that the Planning Commission approve the application subject to the attached conditions of approval.

RECOMMENDATION

Staff recommends approval subject to conditions.

Attachments

1. *Findings of Project Approval*
2. *Draft Conditions of Approval*
3. *Vicinity Map*
4. *Project Narrative*
5. *Site Plan*
6. *Fence Elevations*
7. *Ariel Photographs*

cc: Alexandra Thomas
769 Cordilleras Drive
Sonoma, CA 95476

Adrian Martinez Architect AIA
P.O. Box 534
Sonoma, CA 95476

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Thomas Fence Height Exception – 597 Este Madera Drive

July 11, 2013

Based on substantial evidence in the record and upon consideration of all testimony received in the course of the public review, including the public review, the City of Sonoma Planning Commission finds and declares as follows:

Findings for an Exception to the Fence Height Standards

1. The fence will be compatible with the design, appearance, and physical characteristics of the site and other existing structures in the surrounding neighborhood;
2. The height, orientation, and location of the fence is in proper relation to the physical characteristics of the site and surrounding properties;
3. The fence is a planned architectural feature and does not dominate the site or overwhelm adjacent properties, structures, or passersby; and
4. The fence will be of sound construction and located so as not to cause a safety hazard.

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Thomas Fence Height Exception – 597 Este Madera Drive

July 11, 2013

1. The project shall be constructed in conformance with the approved site plan and building elevations except as modified by these conditions.

Enforcement Responsibility: Planning, Building and Public Works
Timing: Ongoing

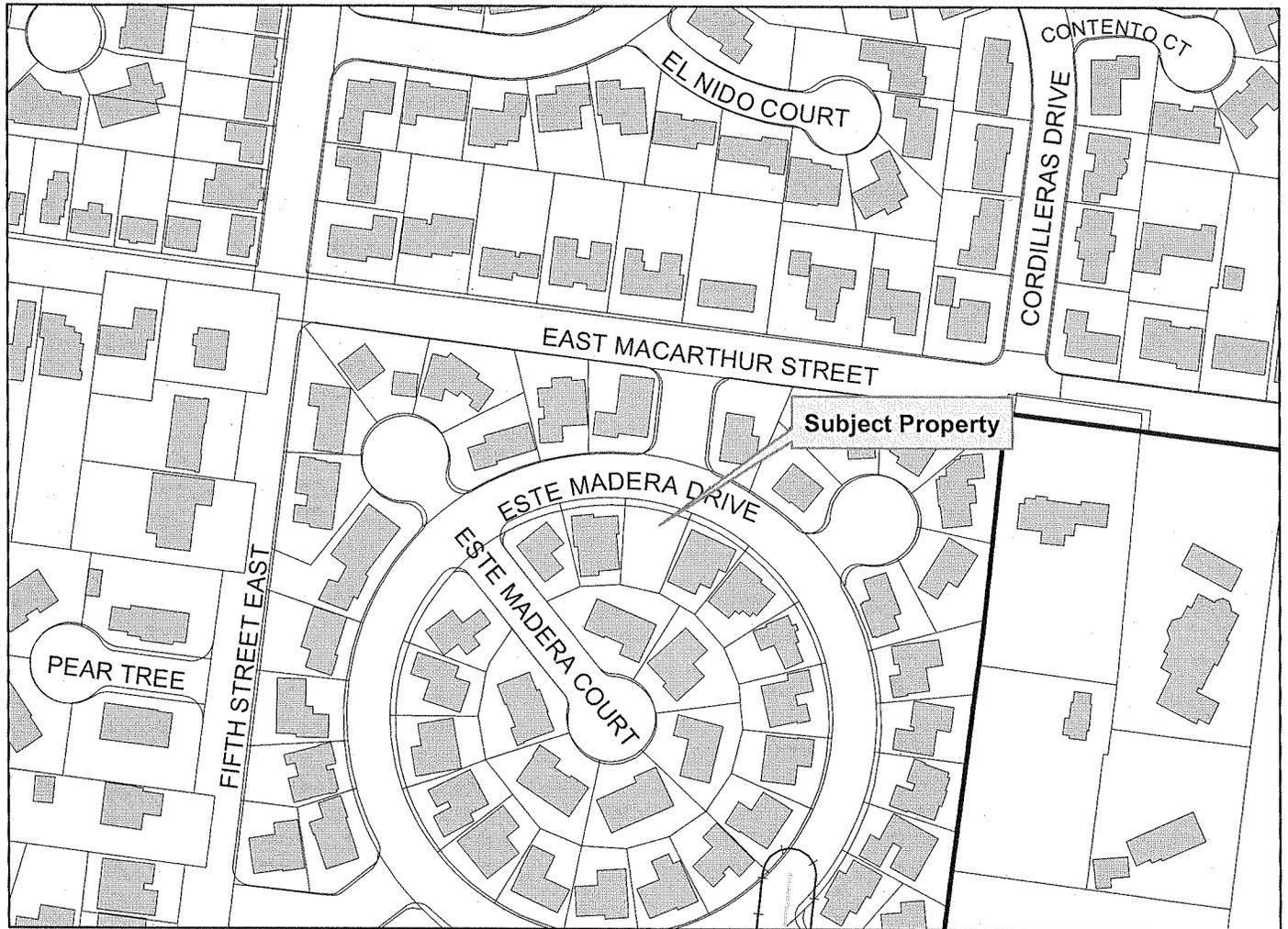
2. The fence shall be maintained at a height not to exceed six feet (with a seven-foot tall arbor over the gate element).

Enforcement Responsibility: Planning, Building and Public Works
Timing: Ongoing

3. The applicant shall submit a landscape and irrigation plan for staff review and approval for the area along Este Madera Drive between the fencing and the public right-of-way.

Enforcement Responsibility: Planning
Timing: Prior to installation

Vicinity Map

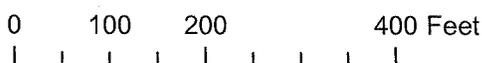
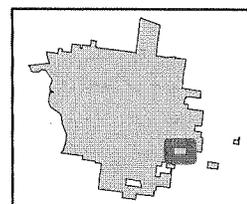


Project Summary

<i>Project Name:</i>	Thomas Fence Exception
<i>Property Address:</i>	597 Este Madera Drive
<i>Applicant:</i>	Alexandra Thomas
<i>Property Owner:</i>	Same
<i>General Plan Land Use:</i>	Low Density Residential
<i>Zoning - Base:</i>	Low Density Residential
<i>Zoning - Overlay:</i>	None
<i>Summary:</i>	Application for an Exception from the fence height standards to allow an over-height fence within a front yard setback.

Zoning Designations

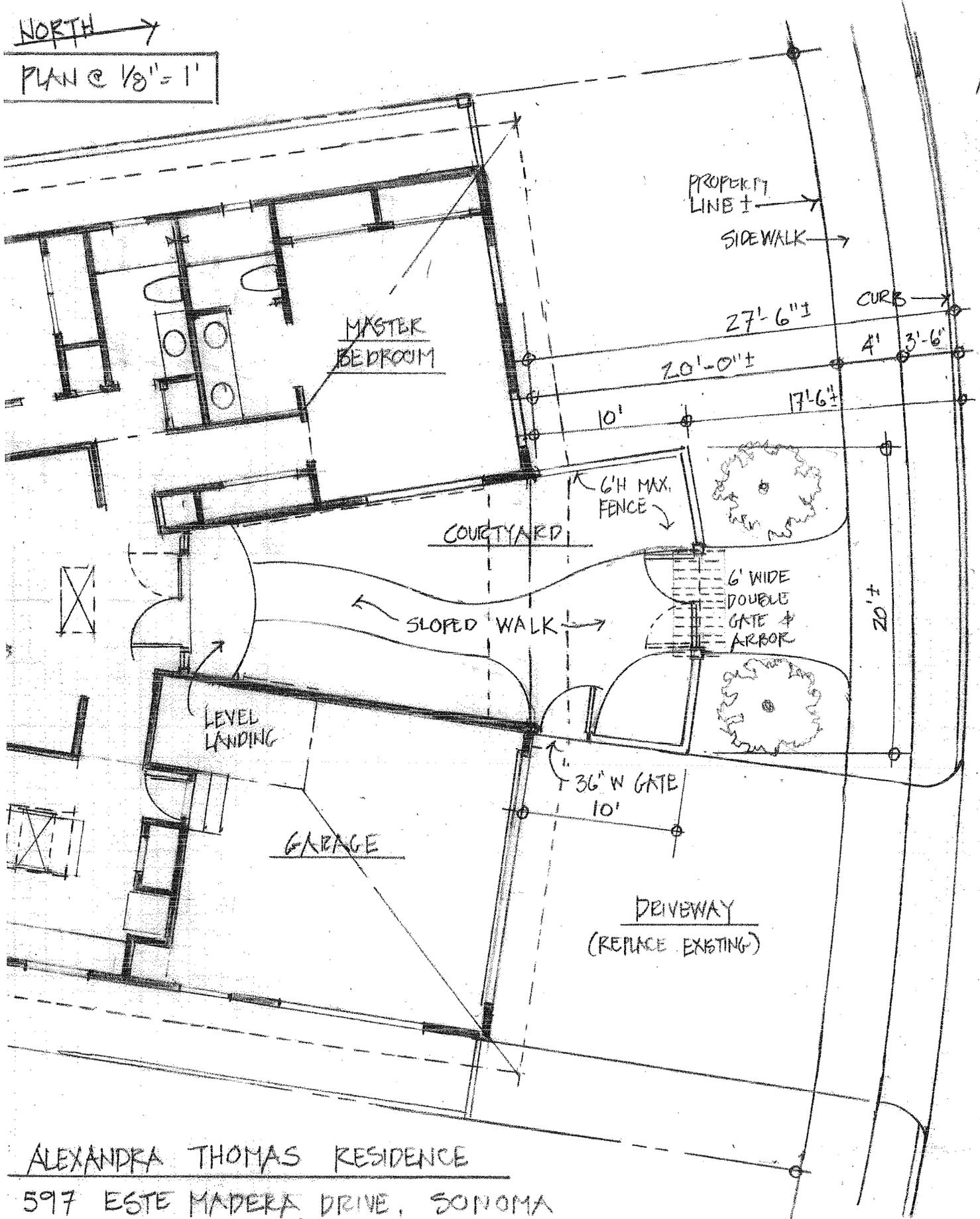
- R-HS Hillside Residential (1 D.U./10 acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
- R-M Medium Density Residential (6-10 D.U./acre)
- R-H High Density (9-12 D.U./acre)
- R-O Housing Opportunity (15-20 D.U./acre)
- R-P Mobile Home Park (7 D.U./acre, maximum)
- MX Mixed Use (12 D.U./acre, maximum)
- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture



1 inch = 200 feet

NORTH →

PLAN @ 1/8" = 1'

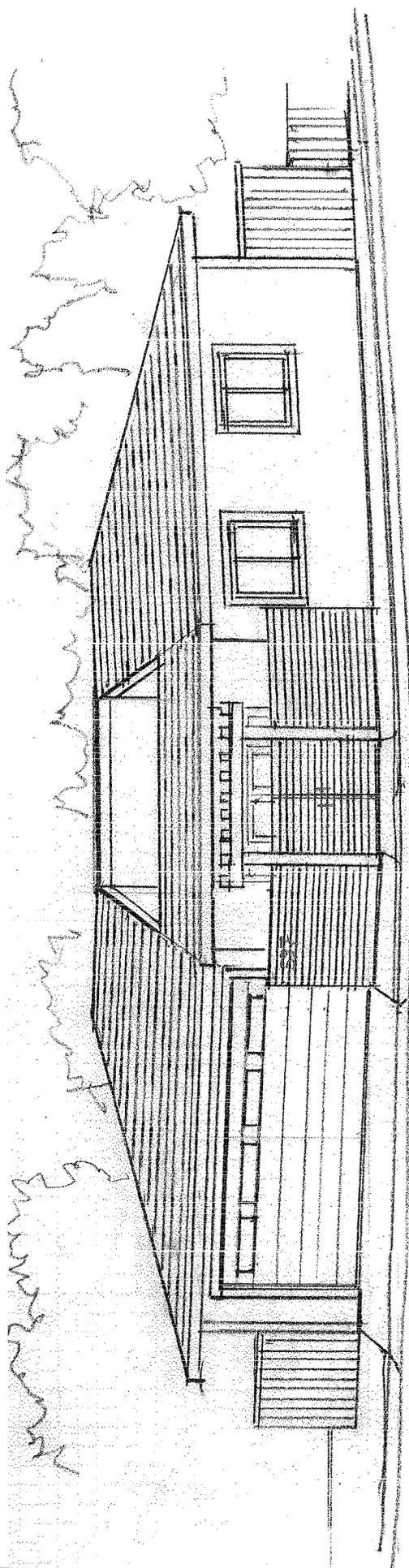


ALEXANDRA THOMAS RESIDENCE

597 ESTE MADERA DRIVE, SONOMA
ADRIAN MARTINEZ / ARCHITECT

06.14.13

JUN 17 2013



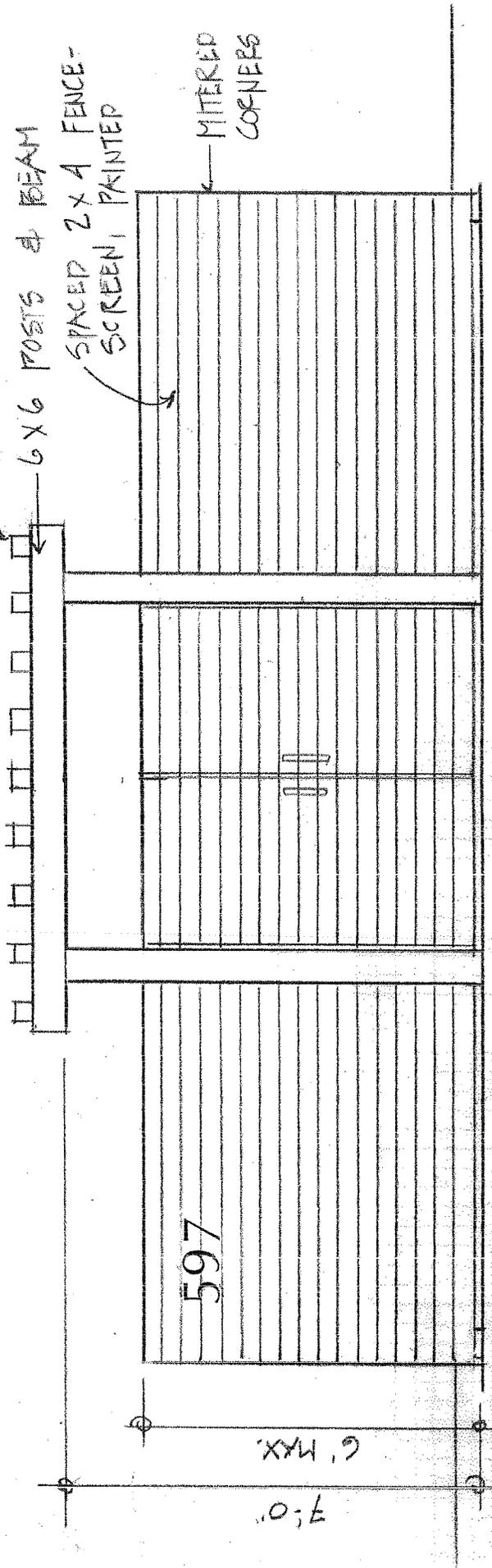
NORTH ELEVATION @ 1/8" = 1'

4x4s @ 12' o.c. t

6x6 POSTS & BEAM

SPACED 2x4 FENCE-
SCREEN, PAINTED

MITERED
CORNERS



71'-0"

6'-0"

DOUBLE GATE

7'-0"

ELEVATION @ 3/8" = 1'

ALEXANDRA THOMAS RESIDENCE

597 ESTE MADERA DR W ADRIAN MARTINEZ / ARCHITECT

06.14.13



To see all the details that are visible on the screen, use the "Print" link next to the map.



JUN 17 2013

To see all the details that are visible on the screen, use the "Print" link next to the map.

Google



Imagery ©2013 Google, Map data ©2013 Google -

RECEIVED

JUN 17 2013

06.14.13 CITY OF SONOMA

Minor Conditional Use Permit

Fence Height Exception within the Front Yard Setback

Alexandra Sugarman Thomas Residence
597 Este Madera Drive, Sonoma

The residence is in the Este Madera subdivision built 45 to 50 years ago. The house is situated on the circle drive aligned directly with the entry drive from East MacArthur Street. Subsequently, anyone entering the subdivision looks directly into the entry courtyard, French doors & windows of the uniquely wedge shaped house. This becomes a significant problem for privacy and headlamps shine directly into the entry, living room and master bedroom.

We are requesting an exception for a six foot, maximum height, fence-screen and gates, ten feet from the house and ten feet from the property line. The curb would be 17'-6" from the new gate and fence. There are no adjacent neighbor's driveways.

The new fence-screen would consist of horizontal 1 x 4 painted wood, spaced approximately 1/2" apart, the double six foot gate would match. Outside corners would be mitered. A simple wood arbor would span over the gate, and there would be a 36" gate opening from the driveway.

Adrian Martinez Architect AIA
Sonoma

Agenda Item Title: Application for an Exception to the garage setback requirement to allow the conversion of an existing carport into a garage on a residential property.

Applicant/Owner: Paula Parks

Site Address/Location: 510 Denmark Street

Staff Contact: Rob Gjestland, Senior Planner
Staff Report Prepared: 7/5/13

PROJECT SUMMARY

Description: Application of Paula Parks for an Exception to the garage setback requirements to allow the conversion of an existing carport into a garage on the property at 510 Denmark Street.

General Plan Designation: Low Density Residential (LR)

Zoning: **Base:** Low Density Residential (R-L) **Overlay:** None

Site Characteristics: The subject property is a ±7,840 square foot parcel located on the south side of Denmark Street just east of its intersection with Fifth Street East. The property is currently developed with a 2,666-square foot residence and 400-square foot detached carport constructed in 2005.

Surrounding Land Use/Zoning: **North:** Single-family residence/Low Density Residential
South: Single-family residence (across Denmark Street)/RR3 County Zoning
East: Single-family residence/ RR3 County Zoning
West: Single-family residence/Low Density Residential

Environmental Review:

<input checked="" type="checkbox"/> Categorical Exemption	<input type="checkbox"/> Approved/Certified
<input type="checkbox"/> Negative Declaration	<input checked="" type="checkbox"/> No Action Required
<input type="checkbox"/> Environmental Impact Report	<input type="checkbox"/> Action Required
<input type="checkbox"/> Not Applicable	

Staff Recommendation: Commission discretion.

PROJECT ANALYSIS

DETAILED PROJECT DESCRIPTION

The applicant is requesting an Exception from the setback standards to convert an existing carport into an enclosed garage. The detached carport has an area of 400 square feet (20' by 20') and is setback ±23 feet from the front property line and 29 feet from Denmark Street. The structure would be modified by providing walls on the north and east elevations to match existing and a garage door on the front/south elevation. No modifications to the footprint, size or height of the structure are proposed. The primary reason for enclosing the structure is to provide security for stored vehicles and other items. The property is also currently listed for sale and the lack of a secure garage has been an issue for prospective buyers. Normally garages must be setback 20 feet behind the front building wall of a residence (a provision that does not apply to carports). The applicant is requesting an Exception from this standard for the conversion.

GENERAL PLAN CONSISTENCY (**Not Applicable to this Project**)

The property is designated Low Density Residential by the General Plan, which allows for single-family homes and related accessory structures. The project does not raise any issues in terms of consistency with the *City of Sonoma 2020 General Plan*.

DEVELOPMENT CODE CONSISTENCY (**Not Applicable to this Project**)

In 2005 a residence and 400-square foot detached carport were built on the property in conformance the current R-L zoning standards. As a result, the only issue raised by the proposal is consistency with the garage setback requirement as discussed below. Staff would note that the project would not change the FAR for the property as both carports and detached garages (up to 400 square feet) are excluded from FAR calculations.

Garage Setback: For new development in the Southeast Planning Area, garages on R-L zoned properties must normally be setback 20 feet behind the front building wall of the residence. Since the existing carport is located roughly in line with the east wing of the home, converting it to a garage creates an inconsistency with this requirement. The garage setback standards were first adopted in 2003 to reduce the prominence and views of garages in new single-family development. The applicant is requesting an Exception from this standard.

Setback Exception Approval: Pursuant to Development Code Section 19.48.050.A.1, the Planning Commission may grant exceptions from setback standards, provided that the following findings can be made:

1. *The adjustment authorized by the Exception is consistent with the General Plan, any applicable Specific Plan, and the overall objectives of this Development Code;*

The residential accessory use associated with the setback exception request is consistent with the property's Low Density Residential land use designation and zoning.

2. *An exception to the normal standards of the Development Code is justified by environmental features or site conditions; historic development patterns of the property or neighborhood; or the interest in promoting creativity and personal expression in site planning and development;*

Staff has some difficulty justifying an Exception for a conforming parcel that was developed consistent with the current R-L zoning regulations in 2005. At that time (under different ownership), the project architect addressed the development standards through the current site design, electing an open carport toward the front rather than an enclosed garage setback behind the residence. That being said, the fact that the adjoining property to the west has a garage in line with the residence complicates the matter as it was developed in conjunction with the subject property by the same architect. It appears that Planning Department staff allowed relief from the standard in that case, possibly because the property is a corner lot. Staff also appreciates the applicant's desire to have a secure structure for vehicle parking and storage like other homes in the neighborhood, and staff understands that the applicant has experienced car break-ins and associated theft with the carport. It is also the case that, with respect to site conditions, the subject property is located near the edge of the sphere of influence in an area where the proposed change would not be visually obtrusive or out-of-character in comparison to adjoining development.

3. *Granting the Exception will not be detrimental to the public health, safety, or welfare, or injurious to the property or improvements in the vicinity and in the same zoning district.*

The proposal does not entail construction of a new building but rather seeks to modify an existing structure by providing two new exterior walls and a garage door. In staff's view, these relatively minor modifications would not adversely impact other properties in the vicinity. It should also be noted that views of the structure are limited. The portion of Denmark Street east of Fifth Street East is a rural lane that is not heavily traveled and there are no direct views of the structure from the intersection of Fifth Street East and Denmark Street because of screening landscaping along the west property line. Adjacent neighbors to the north, east and west have signed a petition in support of the request.

The findings associated with granting an Exception are fairly open-ended and the circumstances of the project are such that staff does not feel compelled to find for or against the proposal.

CONSISTENCY WITH OTHER CITY ORDINANCES/POLICIES (Not Applicable to this Project)

ENVIRONMENTAL REVIEW (Not Applicable to this Project)

Pursuant to Section 15305 of the State CEQA Guidelines, minor side yard and setback variances not resulting in the creation of a new parcel are Categorical Exempt from the provisions of CEQA (Class 5 – Minor Alterations in Land Use Limitations).

DISCUSSION OF PROJECT ISSUES

As noted above, staff has some reservations because the current site design is conforming. However, an adjoining property developed at the same time does not comply with the garage setback requirement and the conversion would have a negligible impact on the neighborhood.

RECOMMENDATION

Staff recommends commission discretion.

Attachments

1. *Findings*
2. *Draft Conditions of Approval*
3. *Location map*
4. *Project narrative*
5. *Site Plan*
6. *Photos of Property and Surrounding Area*

cc: Paula Parks
510 Denmark Street
Sonoma, CA 95476

Celeste de Tessan (via email)
Pacific Union, Napa Office
944 Main Street
Napa, CA 94559

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Parks Garage Setback Exception – 510 Denmark Street

July 11, 2013

Based on substantial evidence in the record and upon consideration of all testimony received in the course of the public review, including the public review, the City of Sonoma Planning Commission finds and declares as follows:

Exception Approval:

1. The adjustment authorized by the Exception is consistent with the General Plan, any applicable Specific Plan, and the overall objectives of this Development Code;
2. An exception to the normal standards of the Development Code is justified by environmental features or site conditions; historic development patterns of the property or neighborhood; or the interest in promoting creativity and personal expression in site planning and development;
3. Granting the Exception will not be detrimental to the public health, safety, or welfare, or injurious to the property or improvements in the vicinity and in the same zoning district.

DRAFT

City of Sonoma Planning Commission
CONDITIONS OF PROJECT APPROVAL
Parks Garage Setback Exception – 510 Denmark Street

July 11, 2013

1. Conversion of the existing carport into a garage shall be constructed in conformance with the project narrative. Exterior materials shall be compatible with the current design of the carport and residence.

Enforcement Responsibility: Planning Department; Building Department

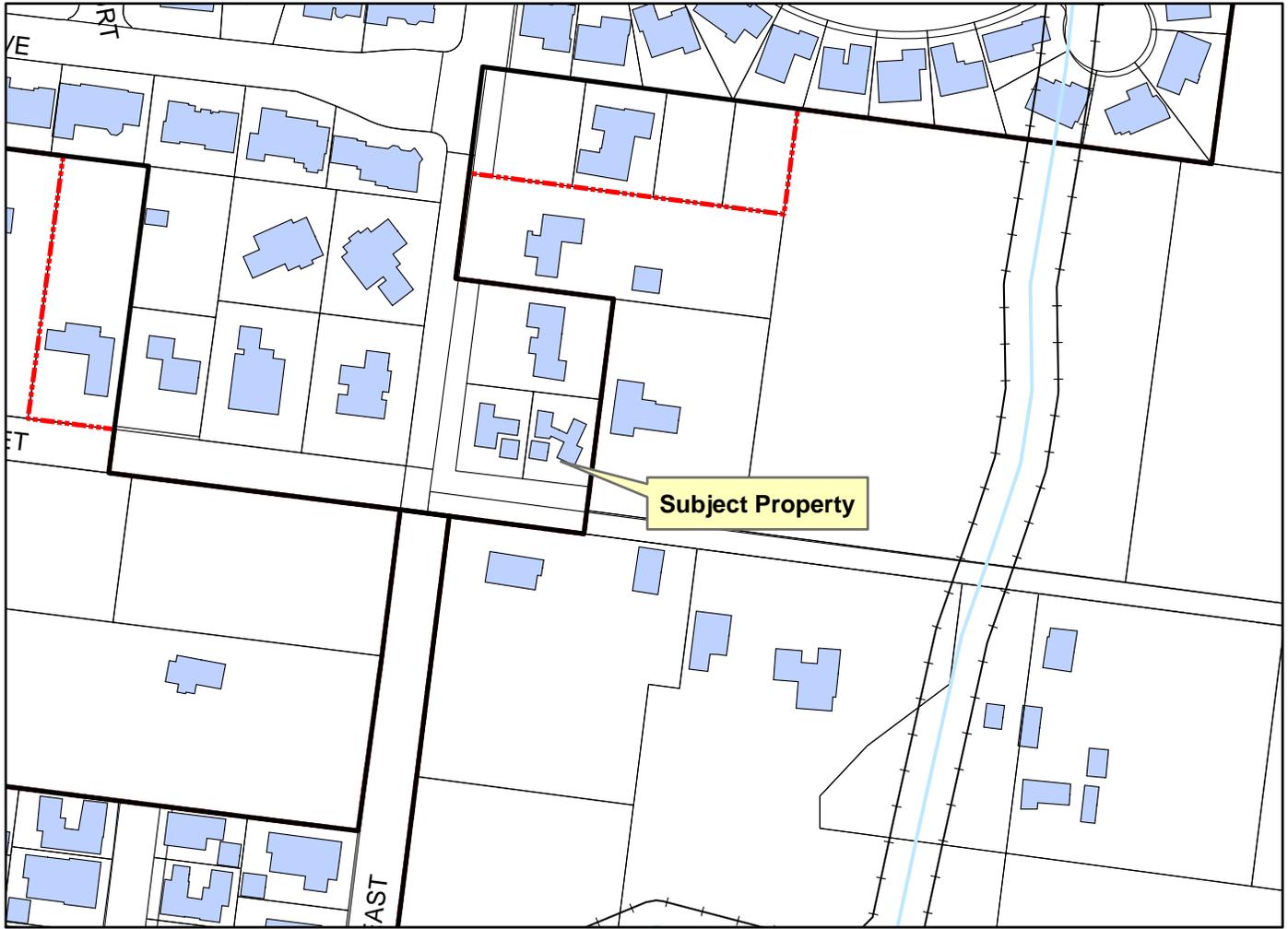
Timing: Prior to issuance of a building permit & final occupancy

2. All Building Department and Fire Department requirements shall be met. A building permit shall be required for the conversion.

Enforcement Responsibility: Building Department

Timing: Prior to construction

Vicinity Map



Project Summary

<i>Project Name:</i>	Parks Garage Setback Exception
<i>Property Address:</i>	510 Denmark Street
<i>Applicant:</i>	Paula Parks
<i>Property Owner:</i>	Same
<i>General Plan Land Use:</i>	Low Density Residential
<i>Zoning - Base:</i>	Low Density Residential
<i>Zoning - Overlay:</i>	None
<i>Summary:</i>	

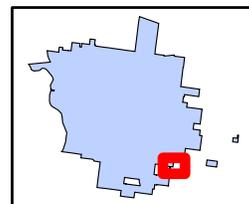
Application for an Exception to the garage setback requirement to allow the conversion of an existing carport into a garage on a residential property.

Zoning Designations

- R-HS Hillside Residential (1 D.U./10acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
- R-M Medium Density Residential (6-10 D.U./acre)
- R-H High Density (9-12 D.U./acre)
- R-O Housing Opportunity (15-20 D.U./acre)
- R-P Mobile Home Park (7 D.U./acre, maximum)
- MX Mixed Use (12 D.U./acre, maximum)
- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture



1 inch = 200 feet



Request for Exception For
510 Denmark Street
Sonoma, CA 95476

My name is Paula R. Parks and I am the owner of 510 Denmark Street. The home was built in 2005 and I purchased it in 2006. After experiencing some security issues, I realize the Carport must be enclosed for safety reasons. Enclosing the current carport will not change the character of the home, but will make the home and neighborhood safer as stored items will no longer be visible and an attractive temptation.

The home is located in the Southeast Planning area of the city. It is zoned R-L. I am asking the Planning Commission to grant an Exception to the garage setback requirement (i.e., garages must normally be setback 20 feet behind the front building wall of a residence in this zone), to allow me to enclose a carport, (which originally was designed to be a garage, with side walls and a garage door). The enclosure will not change either **a.** location on property, or **b.** height of the structure. Both the main house and the carport have slab foundations. The carport consists of an arched beamed ceiling, recessed lighting 1 finished redwood wall, tin roof, and completed supports on the 2 open walls ready to be finished out, and the opening already in place for a garage door. I am asking to finish out the two walls and add a garage door to the carport.

As I understand it, the intent of the General plan is to achieve harmony in a neighborhood, and enclosing the carport will not change that harmony or the historical development of the neighborhood. For example my neighbor at 500 Denmark Street, the home located to the west, was finished a few months prior to my property at 510, by the same developer/builder. It was built with an enclosed garage. That garage is not 20ft behind the front of the home. 500 Denmark's front door faces Denmark Street, and the front wall of the garage is in front of the home. (500 Denmark does meet the requirement that the garage be 20ft behind the home either) The homes are approximately 14 feet apart. There is a 7' distance between the fence line and the edge walls of the garage/carport of each home. My home's (510 Denmark) carport is set back 29' from the street. My neighbor's house at 500 Denmark St. garage is set back 24' from the street. As 500 Denmark Street was developed prior to my home, an historical precedence was set by allowing the garage.

I am the only property on Denmark Street that does not have a garage.

Findings:

1. "The adjustment authorized by the Exception is consistent with the General Plan, and applicable Specific Plan and the overall objectives of this Development Code."

Answer: If granted the exception, I would be consistent with the above code.

2. "An exception to the normal standards of the Development Code is justified by environmental features or site conditions; historic development patterns of the property or neighborhood; or the interest in promoting creativity and personal expression in site planning and development."

Answer: If granted the exception, my property would be more similar to adjacent homes, having the security and safety of an enclosed garage and consistent with the historic development patterns of the neighborhood, as the homes in the neighborhood have enclosed garages. My personal expression includes a need for safety and security.

3. "Granting the exception will not be detrimental to the public health, safety, or welfare, or injurious to the property or improvements in the vicinity and in the same zoning district."

Answer: Granting the exception will not be detrimental to public health, and will improve not only my welfare, but also the neighbors' safety and welfare by removing visible and attractive temptations of objects stored in my carport, and will be consistent with improvements in the same zoning district.

Thank you for considering my request

Sincerely,
Paula Parks
510 Denmark Street
Sonoma, CA 95476
707-338-0724

ENDORSEMENT BY NEIGHBORS

We, the neighbors of 510 Denmark St. support her request for an exception to enclose her carport and allow it to become a garage.

- | | Name | Address |
|----|--------------------------------------|--------------------------|
| 1. | Charles O'Neill
Charles O'Neill | 500 Denmark St
Sonoma |
| 2. | Margaret Johnson
Margaret Johnson | 540 Denmark |
| 3. | Albert Hand
ALBERT HAND | 1060 STEVENS |
| 4. | | |
| 5. | | |

AERIAL VIEW 510 DENMARK SITE PLAN



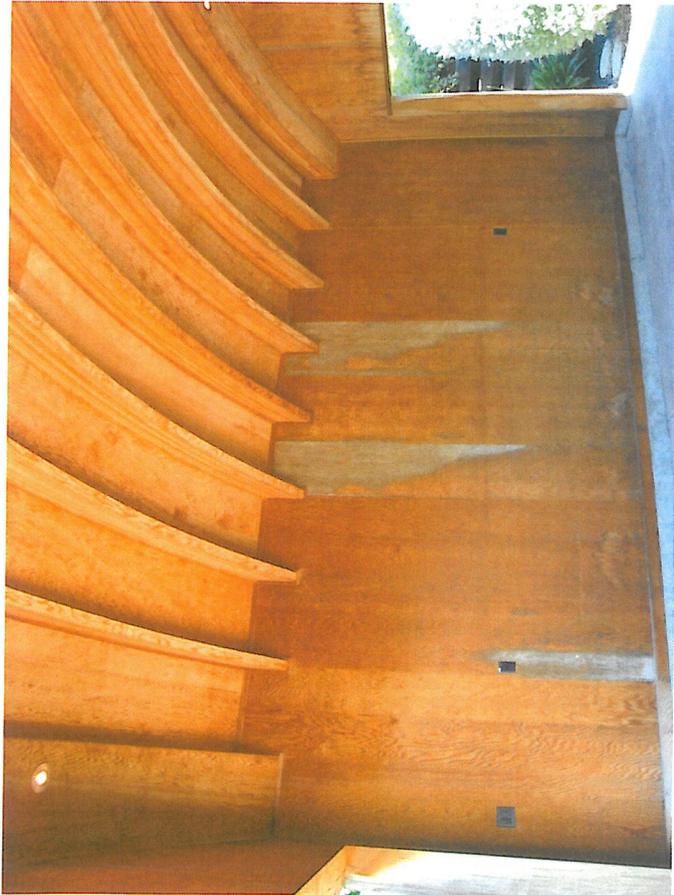
510 DENMARK STREET



510 DENMARK STREET WITH SIMULATED GARAGE DOOR



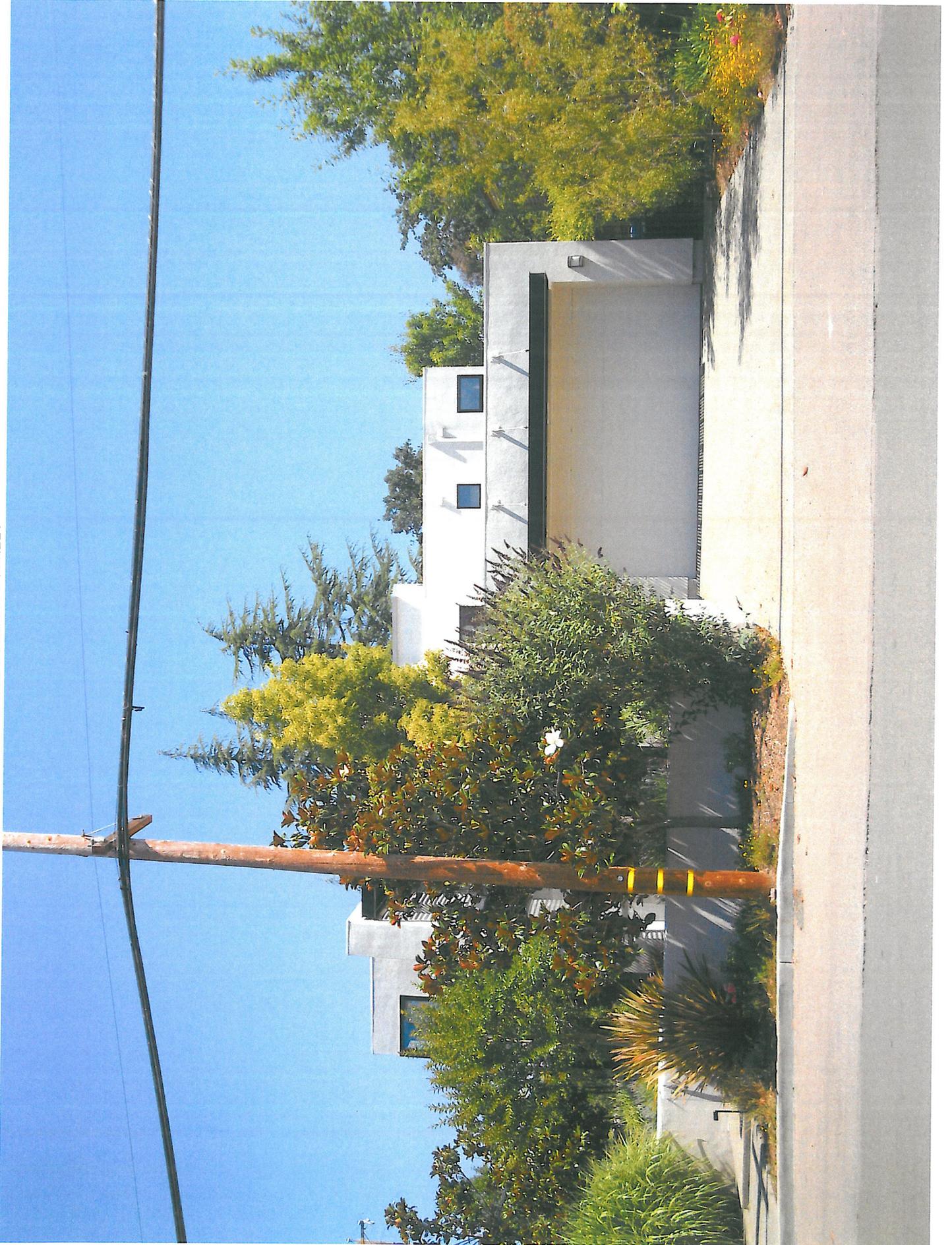
CARPORT INTERIOR



500 & 510 DENMARK STREET



500 DENMARK STREET



Agenda Item Title: Application for a Use Permit to establish a medical clinic/office use in the commercial building at 19270 Sonoma Highway, in conjunction with an Exception from the parking standards

Applicant/Owner: Sonoma Valley Community Health Center/Larry Wasserman

Site Address/Location: 19270 Sonoma Highway

Staff Contact: Rob Gjestland, Senior Planner
Staff Report Prepared: 7/5/13

PROJECT SUMMARY

Description: Application of Sonoma Valley Community Health Center for a Use Permit to occupy the commercial building at 19270 Sonoma Highway as a medical clinic/office, in conjunction with an Exception from the parking standards.

General Plan Designation: Commercial (C)

Zoning: **Base:** Commercial (CO) **Overlay:** None

Planning Area: West Napa Street/Sonoma Highway Corridor

Site Characteristics: The property is a ±1.36-acre parcel located on the east side of Sonoma Highway opposite Ramon Street. Expansion of a commercial building on the property is in progress and nearing completion. The frontage of the property is improved with curb, gutter, and sidewalk.

Surrounding Land Use/Zoning: **North:** Mini-Storage facility/Commercial
South: Sonoma Old Bowl complex /Commercial
East: Mini-Storage facility /Commercial
West: Gas Station and Car Wash (across Sonoma Highway)/Commercial

Environmental Review:

<input checked="" type="checkbox"/> Categorical Exemption	<input type="checkbox"/> Approved/Certified
<input type="checkbox"/> Negative Declaration	<input checked="" type="checkbox"/> No Action Required
<input type="checkbox"/> Environmental Impact Report	<input type="checkbox"/> Action Required
<input type="checkbox"/> Not Applicable	

Staff Recommendation: Approve, subject to conditions.

PROJECT ANALYSIS

BACKGROUND

In 2009 the Planning Commission approved the expansion and remodel of a commercial building on the property (formerly occupied by Sonoma Rentals) for use as a retail shopping center with up to six tenants. Construction of the project is underway and nearing completion.

DETAILED PROJECT DESCRIPTION

As the Planning Commission is aware, the Sonoma Valley Community Health Center (SVCHC) has been looking to develop and/or relocate to a larger facility for some time in order to better serve the community and accommodate an increased patient load. Plans to develop a new health center at a location in the Springs area recently fell through. As a result, SVCHC has been looking at alternative sites and identified the subject property, which is developed with an 18,600 square foot commercial building, as a viable location. To this end, SVCHC is requesting approval of Use Permit and Parking Exception for the community health center to occupy the building and operate on the site. The SVCHC is a non-profit, Federally Qualified Health Care Center that provides accessible quality healthcare to those who need it, especially the underserved. Services that would be provided at the facility include comprehensive primary care, pediatrics and well-child exams, immunizations, urgent care, women's health services, pre and post-natal care, family planning, behavioral health, and dental services. A conceptual floor plan for the facility has been provided illustrating the breakdown of the various functions and departments. Only minor modifications to parking layout are planned as well as the replacement of some exterior doors with glazing panels. No other changes to the building or site are proposed. Further details can be found in the attached project narrative and supporting materials. In review of the "Space List" table attachment, please refer to the column labeled "Proposed Plan for 05.010.2013" which is specific to the current proposal (the "Interview Program Area" column is not applicable and should be ignored).

GENERAL PLAN CONSISTENCY (**Not Applicable to this Project**)

The property is designated Commercial by the General Plan. The Commercial land use designation is intended to provide areas for retail, hotel, service, medical, and office development, in association with apartments and mixed-use developments and necessary public improvements. The following General Plan policy applies to the project:

Community Development Element, Policy 3.2: Work cooperatively with public agencies and citizens toward long-term, environmentally appropriate methods for providing services in the Sonoma Valley.

The proposed medical use is consistent with the intent of the Commercial land use designation and policies of the *City of Sonoma 2020 General Plan*. Staff appreciates that the SVCHC provides an important community service. That being said, the adequacy of on-site parking must be considered (refer to "Discussion of Project Issues" below).

DEVELOPMENT CODE CONSISTENCY (**Not Applicable to this Project**)

Use: The property is located within a Commercial (C) zoning district. Medical clinics/offices are allowed in the Commercial zone subject to review and approval of a Use Permit by the Planning Commission.

Development Standards: Other than eliminating some exterior doors, the proposal does not involve any modifications to the commercial building approved by the Planning Commission in 2009 which is near

completion. As a result, the project does not raise any issues in terms of compliance with building setback, FAR, lot coverage or height standards.

Parking: For medical clinics/offices, one on-site parking space is required per each 300 square feet of floor area plus one space for each employee/staff member. Accordingly, a total of 93 parking spaces would be required based on the floor area of the health center (16,633 sq. ft. excluding mechanical room) and number of clinical staff on the largest shift (38). With modification to the parking layout approved in 2009 (primarily adding a new bank of compact parking along the north property line), a total of 75 parking spaces are proposed, including 3 accessible, 35 standard and 37 compact spaces. As built, the constraints of the site do not allow for the provision of any more parking beyond that. Accordingly, the applicants are requesting an Exception from the parking standards for the shortfall in number of spaces as well as the compact space ratio (49% versus the normal limit of 30%). Staff would note that the parking calculation does not include employees associated with the administrative office portion of the health center (3,851 sq. ft.), which is treated like a typical administrative office use. In staff's view, this distinction is reasonable.

**CONSISTENCY WITH OTHER
CITY ORDINANCES/POLICIES** (Not Applicable to this Project)

ENVIRONMENTAL REVIEW (Not Applicable to this Project)

Pursuant to Section of 15301 of the State CEQA Guidelines, the operation, permitting, leasing, or minor alteration of existing private structures or facilities, involve negligible or no expansion of use are categorically exempt from the provisions of CEQA (Class 1 – Existing Facilities).

DISCUSSION OF PROJECT ISSUES

Compatibility: The proposal does not raise any issues of compatibility with other land uses in the vicinity as the property is located within a commercial corridor with no residential neighbors. Adjoining land uses include a mini-storage facility on two sides (to the north and east) and commercial center to the south. In general, the site is well-suited for the health center with a central location on Sonoma Highway that is highly visible and accessible from public transportation. The only issue is parking adequacy as discussed below.

Parking Exception Approval: Pursuant to Development Code Section 19.48.050.A.1, the Planning Commission may grant exceptions from parking standards, provided that the following findings can be made:

- 1. The adjustment authorized by the Exception is consistent with the General Plan, any applicable Specific Plan, and the overall objectives of this Development Code;*
- 2. An exception to the normal standards of the Development Code is justified by environmental features or site conditions; historic development patterns of the property or neighborhood; or the interest in promoting creativity and personal expression in site planning and development;*
- 3. Granting the Exception will not be detrimental to the public health, safety, or welfare, or injurious to the property or improvements in the vicinity and in the same zoning district.*

The shortfall in the number of parking spaces parking would be roughly 19% or 18 spaces less than normally required for the use. While this is fairly substantial, there are a number of factors that warrant consideration with respect to the findings, including the following:

- The administrators of the Health Care Center have many years of practical experience with respect to parking demand at their current location on West Napa Street. Per the project narrative, the amount of parking for the proposed location would be sufficient when compared proportionally to services and parking provided at the existing West Napa Street facility.
- Additional parking has been incorporated to the extent feasible and no further parking can be provided on-site as currently developed.
- The site is accessible from public transportation with bus stops at the frontage and across the street.
- Consistent with the previous approval, covered bicycle parking will be provided under the building walkway and SVCHC employees will be encouraged to use alternative transportation.
- SVCHC provides a critical community service and in all other matters the building and property location are ideal.

In light of these circumstances, staff feels that an Exception to the parking standards as requested is reasonable.

RECOMMENDATION

Staff recommends approval of the Use Permit and Parking Exception subject to the attached conditions.

Attachments

1. *Finding*
2. *Draft Conditions of Approval*
3. *Location Map*
4. *Project Narrative*
5. *Space List Table*
6. *Existing Building Photos*
7. *Conceptual Floor Plan*
8. *Site Plan*

cc: Cheryl Johnson, CEO (via email)
Sonoma Valley Community Health Center
430 West Napa Street
Sonoma, CA 95476

Law Office of Michael Woods (via email)
846 Broadway
Sonoma, CA 95476

Nancy Kivelson (via email)
The Kivelstadt Group
214 Grant Avenue, Suite 325
San Francisco, CA 94108

Bob Mooney (via email)
The Neenan Company
212 W. Pine Street
Lodi, CA 95240

Larry Wasserman
111 Rhode Island Street, Suite 4B
San Francisco, CA 94103

City of Sonoma Planning Commission
FINDINGS OF PROJECT APPROVAL
Sonoma Valley Community Health Center Use Permit & Parking Exception
19270 Sonoma Highway

July 11, 2013

Based on substantial evidence in the record, including but not limited to the staff report, and upon consideration of all testimony received in the course of the public review, including the public review, the City of Sonoma Planning Commission finds and declares as follows:

Use Permit Approval

1. That the proposed use is consistent with the General Plan and any Specific Plan;
2. That the proposed use is allowed with a conditional Use Permit within the applicable zoning district and complies with all applicable standards and regulations of the Development Code (except for approved Variances and Exceptions).
3. The location, size, design, and operating characteristics of the proposed use are compatible with the existing and future land uses in the vicinity; and
4. The proposed use will not impair the architectural integrity and character of the zoning district in which it is to be located.

Parking Exception Approval

1. That the adjustment authorized by the Exception is consistent with the General Plan, any applicable Specific Plan and the overall objectives of this Development Code.
2. That the Exception to the normal standards of the Development Code is justified by environmental features or site conditions; historic development patterns of the property or neighborhood; or the interest in promoting creativity and personal expression in site planning and development.
3. That the granting of the Exception will not be detrimental to the public health, safety, or welfare, or injurious to the property or improvements in the vicinity and in the same zoning district.

City of Sonoma Planning Commission
CONDITIONS OF PROJECT APPROVAL
Sonoma Valley Community Health Center Use Permit & Parking Exception
19270 Sonoma Highway

July 11, 2013

1. The Sonoma Valley Community Health Center shall occupy the building and operate in conformance with the project narrative, approved site plan, space list and conceptual floor plan (specific to the 5/10/13 Proposed Plan), except in modified by these conditions and the following:

- a. The parking layout shall be modified and striped as shown on the approved site plan.

Enforcement Responsibility: *Planning Department*
Timing: *Ongoing*

2. All Building Department and Fire Department requirements shall be met, including requirements related to disabled access (ADA). A building permit shall be required for the necessary interior and exterior improvements.

Enforcement Responsibility: *Building Department; Fire Department*
Timing: *Prior to construction*

3. The Applicant shall pay any required increased water fees that may be applicable to the change in use in accordance with the latest adopted rate schedule.

Enforcement Responsibility: *Public Works Department; Water Operations Supervisor; City Engineer*
Timing: *Prior to final occupancy*

4. The applicant shall comply with the following requirements of the Sanitation Division of Sonoma County Permit & Resource Management Department (PRMD) and the Sonoma County Water Agency (SCWA):

- a. The applicant shall submit a Wastewater Discharge Survey to PRMD. Written clearance must be obtained from the Sonoma County Sanitation Division or Industrial Waste Division prior to issuance of the required building permit for the use.
- b. The applicant shall submit a Wastewater Discharge Survey to PRMD. The Applicant shall obtain a **Survey for Commercial/Industrial Wastewater Discharge Requirements** ("Green form") from PRMD, and shall submit the completed Survey, along with two (2) copies of the project site plan, floor plan and plumbing plan to the Sanitation Section of PRMD. The Survey evaluation must be completed by the Sonoma County Water Agency and submitted to the PRMD Engineering Division before a building permit for the project can be approved.
- c. If additional sewer pre-treatment and/or monitoring facilities (i.e. Grease trap, Sampling Manhole, etc.) are required by the Sonoma Valley County Sanitation District per this Survey, the Applicant shall comply with the terms and requirements of the Survey prior to commencing the use. If required, the Sampling Manhole shall be constructed in accordance with Sonoma County Water Agency *Design and Construction Standards for Sanitation Facilities*, and shall be constructed under a separate permit issued by the Engineering Division of PRMD.
- d. In accordance with Section 5.05, "Alteration of Use", of the Sonoma Valley County Sanitation District Ordinances, the Applicant shall pay increased sewer use fees for conversion of the existing structure to a health center. The increased sewer use fees shall be paid the Engineering Division of PRMD prior to the commencement of the use(s).
- e. A sewer clearance shall be provided to the City of Sonoma Building Department verifying that all applicable sewer fees have been paid prior to the issuance of any building permit. **Note: Substantial fees may apply for new sewer connections and/or the use of additional ESDs from an existing sewer connection. The applicant is encouraged to check with the Sonoma County Sanitation Division immediately to determine whether such fees apply.**

Enforcement Responsibility: *Sanitation Division of Sonoma County Planning & Management Resource Department; Sonoma County Water Agency; City of Sonoma Building Department*
Timing: *Prior to issuance of a building permit*

5. The applicant shall obtain any necessary permits or clearances from the Sonoma County Department of Health Services for the disposal of medical waste.

Enforcement Responsibility: Sonoma County Dept. of Health Services
Timing: Ongoing

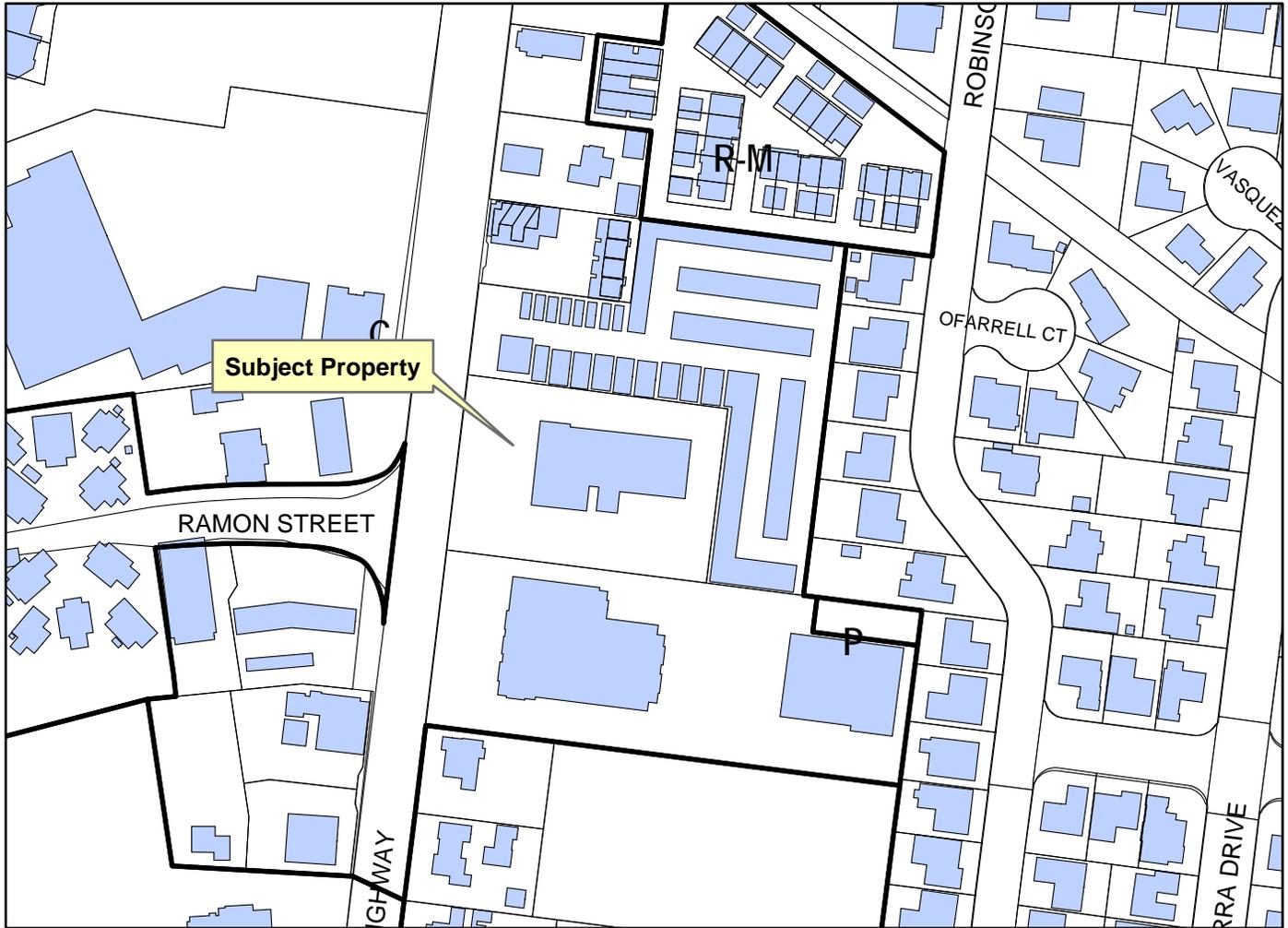
6. The applicant shall comply with applicable licensing, registration, and certification requirements of the Radiologic Health Branch of the California Department of Health Services.

Enforcement Responsibility: California Dept. of Health Services
Timing: Ongoing

7. Signage for the property/health center shall be subject to review and approval by City Staff or the Design Review Commission (DRC) as applicable.

Enforcement Responsibility: Planning Department or Design Review Commission
Timing: Prior to installation of signage

Vicinity Map



Subject Property

RAMON STREET

GH WAY

R-M

P

ROBINSC

OFARRELL CT

VASQUEZ

RR DRIVE

Project Summary

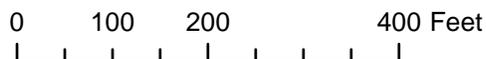
<i>Project Name:</i>	Sonoma Valley Community Health Center
<i>Property Address:</i>	19270 Sonoma Highway
<i>Applicant:</i>	Sonoma Valley Community Health Center
<i>Property Owner:</i>	Larry Wasserman
<i>General Plan Land Use:</i>	Commercial
<i>Zoning - Base:</i>	Commercial
<i>Zoning - Overlay:</i>	None

Summary:

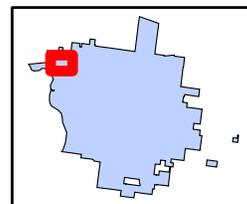
Application for a Use Permit to establish a medical clinic/office use in the commercial building, in conjunction with an Exception from the parking standards.

Zoning Designations

- R-HS Hillside Residential (1 D.U./10 acres, maximum)
- R-R Rural Residential (2 D.U./acre, maximum)
- R-L Low Density Residential (2-5 D.U./acre)
- R-S Sonoma Residential (3-8 D.U./acre)
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- C Commercial (15 D.U./acre, maximum)
- C-G Commercial-Gateway (15 D.U./acre, maximum)
- W Wine Production
- P Public Facility
- Pk Park
- A Agriculture



1 inch = 200 feet



**PROJECT NARRATIVE FOR USE PERMIT AND PARKING EXCEPTION APPLICATION
FOR 19270 SONOMA HIGHWAY**

The Sonoma Valley Community Health Center (“SVCHC”), a non-profit, Federally Qualified Health Center, has been serving the Sonoma Valley since 1992. Currently, the SVCHC operates three full-time licensed facilities, including a mobile medical van. In 2011, SVCHC provided care to over 7,000 patients comprising over 27,000 visits.

The mission of the SVCHC is to provide accessible quality healthcare to those who need it, especially the underserved. It is the only safety-net community health care provider in the Sonoma Valley, and has established numerous collaborative relationships with other public, private and community based organizations in the area. Services include (but are not limited to) Comprehensive Primary Care, Pediatrics and Well-Child Exams, Immunizations, Urgent Care, Women’s Health Services, Pre and Post Natal Care, Family Planning and Behavioral Health. At present, the center employs 50 and has 11 contracted practitioners. Approximately 60% of the workers are either part-time and/or telecommute. An additional 15 workers will be employed once the new site is operational.

The current facilities of approximately 9,000 square feet, located at 430, 446 and 462 West Napa Street in Sonoma, are barely able to accommodate the current patients and it is anticipated that the patient load will increase by about 30% with the implementation of the Healthcare Reform Act in January of 2014. Capacity constraints have forced SVCHC to limit the number of patients seen per day and there is a need to add additional services, such as dental.

As such, SVCHC would like to open a new and larger facility in an existing structure at 19270 Sonoma Highway. The building on the property currently has 18,621 square feet. This would permit increased primary care access, establishment of dental services, integrated behavioral health and a new, convenient and welcoming health care environment. The site is ideally located between the two areas from which SVCHC draws its patients – Sonoma proper and the Springs – and on a major public transportation route, across the street from one of the Valley’s most-visited commercial centers. . If the new facility is able to proceed, it is anticipated that an additional 3,000 patients will have access to services.

The property is zoned Commercial and has a General Plan land use designation of Commercial. The proposed use is consistent with the General Plan. The proposed use is allowed with a conditional use permit within the Commercial zoning district and complies (assuming approval of a parking exception) with all applicable standards and regulations of the development code. The location, size, design and operating characteristics of the proposed use are compatible with the existing and future land uses in the vicinity (i.e. they are all commercial). The proposed use will not impair the architectural integrity and character of the zoning district in which it is located, as the elevations were previously approved and no changes will be made.

A floor plan is attached to this Project Narrative, with a schematic layout for administrative and clinical spaces. The space divides into about 3,851 square feet of administrative space, 12,453 of clinical space and 1,988 of utility space (not counted for purposes of parking requirements) and 329 square feet of common area.

SVCHC is requesting a use permit for the operation of the health center, as the property is zoned Commercial and medical services (including clinics and offices) are a permitted use as long as a Use Permit is obtained.

SVCHC is also requesting a Parking Exception, as the parking requirements for the use cannot be met due to site constraints. The parking provided falls within the 30% leeway for a parking exception. In addition, there are bus stops conveniently located at the frontage of the property and across the street (shown on site plan). As office use, the requirements for parking would be 1 parking space for every 300 square feet of the building (exclusive of areas that cannot be used by any occupant), or 55 spaces based on a square footage of 16,633. The building is divided between administrative/office and clinical spaces. The clinical staff on the largest shift will be 38, requiring an additional 38 parking spaces. The total parking required would, therefore, be 93 spaces. The site plan attached shows 75 spaces, of which 3 are ADA, 37 are compact and 35 are standard. A 30% exception would require only 65 spaces and 75 are proposed, constituting a 19.4% exception. In addition, the property will be provide covered racks for 8 bikes (shown on site plan) and SVCHC will be encouraging its employees to use public transportation, to walk or ride bikes.

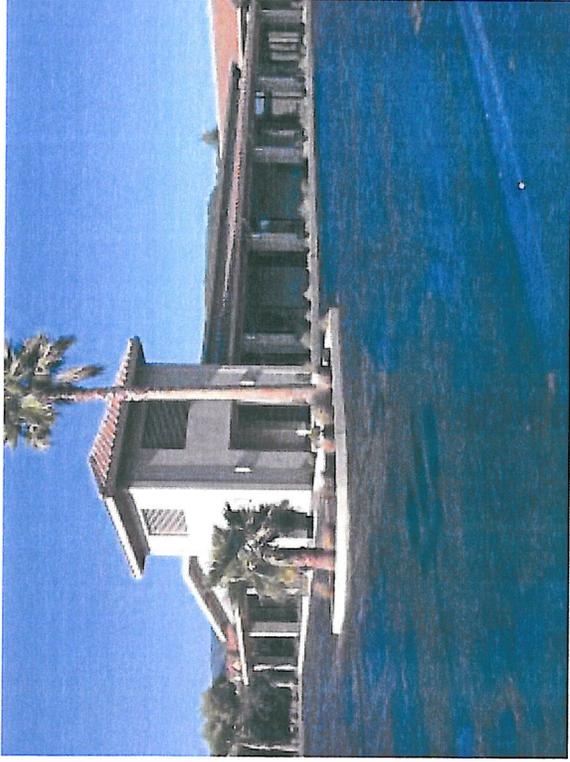
A parking exception can be granted if (1) the adjustment authorized by the exception is consistent with the General Plan, any specific plan and the overall objectives of the development code; (2) an exception to the normal standards of the development code is justified by site conditions (i.e. the site is constrained in size and abuts a major bus route, with two bus stops in close proximity, and is providing bike racks); and (3) granting the exception will not be detrimental to public health, safety or welfare, or injurious to the property or the improvements in the vicinity and the same zoning district. We believe that the property satisfies all of the above. At the current location on West Napa, SVCHC only has access to 28 parking spaces. As it will be doubling its size, that would equate to approximately 56 spaces. The proposed site plan shows 75 spaces, a dramatic increase and one anticipated to meet the needs of employees and patients.

SVCHC therefore requests that the Planning Commission grant both a use permit and a parking exception pursuant to the application filed with this Project Narrative.

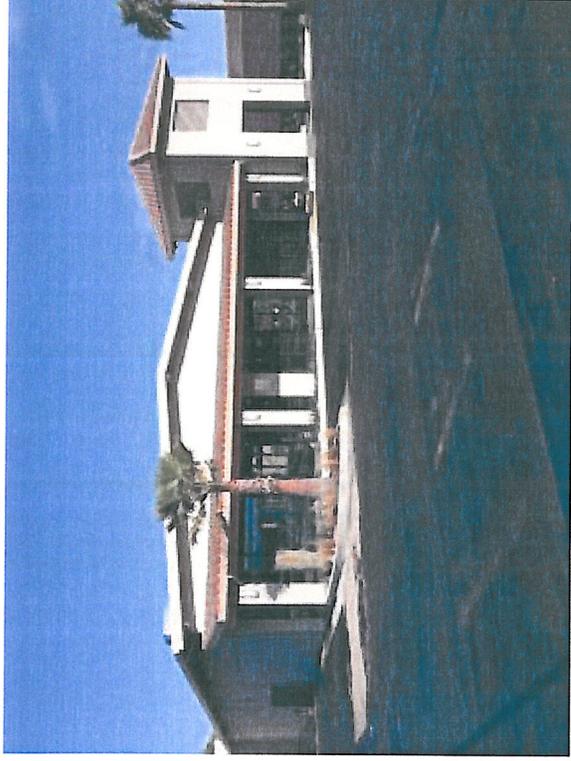
author: Annie Lilyblade
date: 05.10.2013

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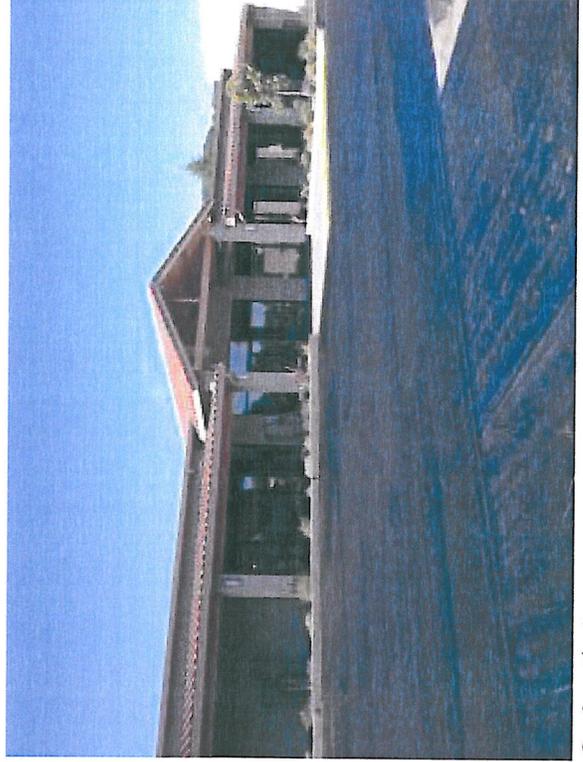
Function / Department	Interview Program Area	Proposed Plan for 05.010.2013	Remarks
1.00 Clinical Programs		8570	
Peds/Family and Internal Medicine	3933	4594	* Grant * (14) exams, (1) consultation * Plan 05.10.2013* (11) exams, (3) large exams, (1) consult
OB and Specialty Clinic	3146	2162	* Grant * (2) exams, (1) consultation * Plan 05.10.2013* (4) exam, (1) large exam
Dental	3535	1814	* Grant * (4) dental operatories * Plan 05.10.2013* (6) dental operatories
2.00 Ancillary Services		3883	
Behavioral Health	2093	1321	* Grant * (3) consultation, (1) group room * Plan 05.10.2013* (3) exams, (1) group, telemed
Patient Centered Medical Home	559	1470	* Grant * (2) consultation, health and wellness rooms * Plan 05.10.2013* (2) conference rooms
Pharmacy	780	612	
Laboratory	325	480	* Plan 05.10.2013* (2) blood draw stations
3.00 Support Services		5839	
Offices and Staff Support	6067	3851	* Grant * (1) office, (1) consult, (12) workstations * Plan 05.10.2013* (6) offices, Open Office Space for (14) workstation, Provider Work Stations
Building Support	328	1988	* galleria space included in original program was allocated to departments
	739		
Building Subtotal	17 774	18,292	
Common Area	889	329	
BUILDING TOTALS	18 662	18,621	* Grant * 15,400 square feet



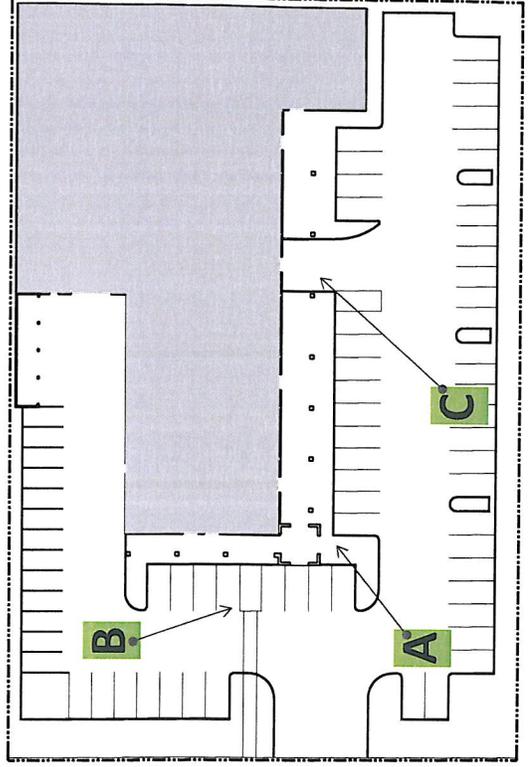
A - South West Corner



B - West Corner



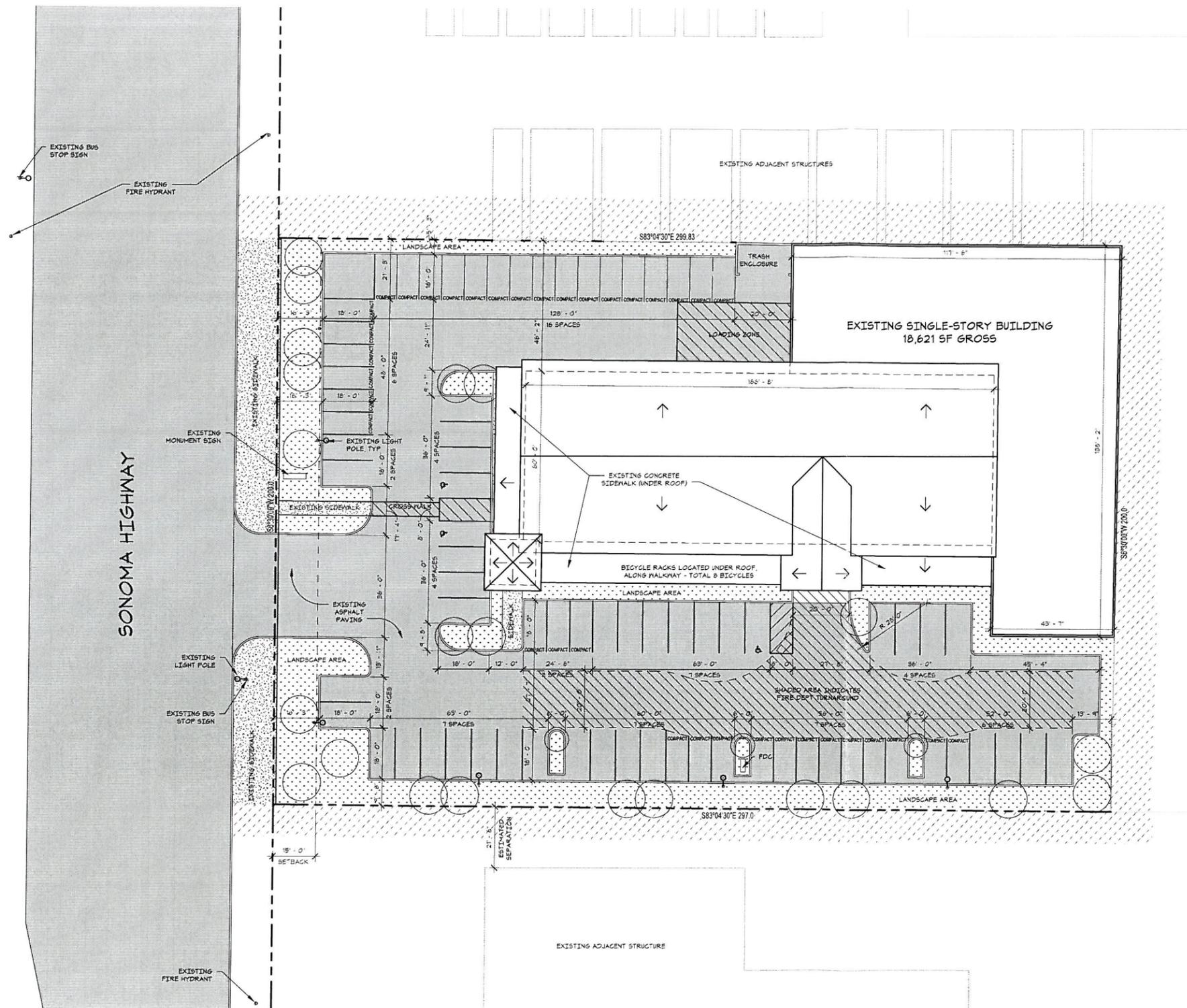
C - South Corner



author: Annie Lilyblade
date: 05.10.2013



- Family and Internal Medicine
- OB and Specialty Clinic
- Dental
- Behavioral Health
- Patient Centered Medical Home
- Pharmacy
- Laboratory
- Offices and Staff Support
- Building Support



PROJECT DATA

PROPERTY INFORMATION
 APN: 121-202-030-000
 AREA = 136 ACRE / 59,242 SF

BUILDING INFORMATION:
 PROPOSED TENANT INFILL OF EXISTING ONE STORY BUILDING
 PROPOSED USE: OUTPATIENT CLINIC
 FLOOR AREA: 10,621 SF
 OCCUPANCY GROUP: B
 CONSTRUCTION TYPE: V-B, SPRINKLERED

PARKING SUMMARY:

	EXISTING	NEW
STANDARD SPACES	40	39
COMPACT SPACES	11	31
ACCESSIBLE SPACES	3	3
TOTAL PARKING SPACES	60	75

SITE CALCULATIONS

	AREA (SF)	PERCENTAGE
TOTAL AREA	59,242	
BUILDING	10,621	18.1%
LANDSCAPE	9,551	16.1%
SIDEWALK	2,482	4.2%
PAVING	20,132	33.9%

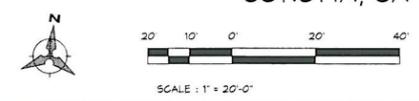


HEALTHCARE CENTER
 19270 SONOMA HIGHWAY,
 SONOMA, CA



SITE PLAN

A1.00



DATE: 05/15/13

MEMO

To: Planning Commission
From: Planning Director Goodison
Re: Draft amendments to the Development Code implementing direction on options related to the regulation of wine tasting facilities

Background

In light of the increasing number of wine tasting facilities in the downtown area, the Planning Commission has discussed the possible increased regulation of such facilities. In the second of those discussions, which took place on March 14, 2013, the Commission voted to forward a series of recommendations to the City Council for the increased regulation of wine tasting facilities. These recommendations were reviewed by the City Council over the course of two meetings, at the second of which the City Council voted 3-2 to direct the Planning Commission to develop draft amendments to the Development Code, as follows:

- Establish definitions in the Development Code for wine tasting facilities that clearly distinguish between tasting rooms and wine bars.
- Create a two-tiered permitting system in which tasting facilities with limited hours would be permitted as of right, while facilities with extended hours and wine bars would be subject to use permit review.
- Establish operating standards for wine tasting facilities and wine bars.

Based on this direction, staff has developed the following draft amendments to the Municipal Code (attached) for the Planning Commission's review:

- Definitions.* Draft definitions are provided for "Wine Bars", "Wine Tasting Room", and "Wine Tasting Room, Limited" (see attachment 1). A definition of "wine shop" is also provided in order to distinguish this use from tasting facilities.
- Permitting.* Per the City Council's direction, "Wine Bars" and "Wine Tasting Rooms" would be subject to conditional use permit review by the Planning Commission. A facility meeting the definition of "Wine Tasting Room, Limited" would be permitted as of right, meaning that no use permit review would be required. (See attachment 2.)
- Operating Standards and Findings.* Basic operating standards are proposed and these would be set forth in the "special use standards" section of the Development Code (Chapter 19.50). These provisions also include additional findings that the Planning Commission would need to make in order to approve a use permit for a wine bar or a wine tasting facility.

ty. These findings are modeled after the factors used in establishing the finding of “public convenience and necessity” that the Police Chief must make in order to approve an ABC license for this type of facility. (See attachment 3.)

- D. *Parking Standards.* On the matter of parking standards, it is staff’s view that the simplest approach would be to apply the retail parking ratio of 1 space per 300 square feet of building area, while controlling the number of seats associated with an individual business through use permit review. Alternatively, the restaurant parking ratio of one space for every four seats could be applied. However, this option would likely result in the creation of a great many non-conforming uses. Direction from the Planning Commission is needed on this issue.
- E. *Review of Existing Non-conforming Businesses.* With respect to wine tasting facilities already in operation, the Commission has recommended that they be considered legal non-conforming, except that a use permit would be required in compliance with any new regulations under the following circumstances: 1) change/transfer in ABC license; 2) violation of ABC license (one Commissioner suggested that two violations should be the threshold); and 3) any expansion or intensification of the use.

Request for Comments

Staff will be circulating this report, along with the draft amendments to the Development Code that are under consideration, to the Chamber of Commerce, the Vintners and Growers, and existing wine tasting facilities. Staff is requesting that feedback be provided in time for consideration at the Planning Commission meeting of August 8th. Planning staff is also seeking additional input from the Police Department and the City Attorney.

Recommendation

Staff recommends that the Planning Commission review the draft amendments to the Development Code and provide direction to staff on any necessary changes.

cc: Bret Sackett, Chief of Police
Laurie Decker, Economic Development Coordinator
Danny Fay, Envolve

Attachments

1. Draft Definitions
2. Draft Planning Permit Requirement
3. Draft Operating Standards and Additional Use Permit Findings

Definitions (Draft)

Wine Bar. "Wine Bar" means an establishment devoted to the sampling and sales of wine or beers produced on or off the premises. Sale of food or incidental provision of food with or without compensation may also be involved, provided that it is made off-premises and the facilities are approved by Sonoma County Department of Health Services. Food sales shall not constitute more than fifty percent (50%) of gross sales of the establishment. Additional standards and regulations applicable to this use are found in Section 19.50.XXX.

Wine Tasting Rooms, Limited. "Wine Tasting Rooms, Limited" are establishments that sell wines and related products on behalf of one or more wineries and enable consumers to taste wine (with and without charge) as a regular part of the sales process. Food may be provided if it is at no cost to the consumer, is made off-premises and the facilities are approved by Sonoma County Department of Health Services. Wine Tasting Rooms, Limited may be located within larger retail establishments. Additional standards and regulations applicable to this use are found in Section 19.50.XXX.

Wine Tasting Rooms. "Wine Tasting Rooms," are establishments that sell wines and/or beers and related products on behalf of one or more wineries or breweries and enable consumers to taste these products (with and without charge) as a regular part of the sales process. Food may be provided if it is at no cost to the consumer, is made off-premises and the facilities are approved by Sonoma County Department of Health Services. Wine Tasting Rooms may be located within larger retail establishments. Additional standards and regulations applicable to this use are found in Section 19.50.XXX.

Wine shops. "Wine shops" are establishments that purchase and sell wines from multiple wineries and distributors. Wines may be made in other counties in California, other states or other countries. Incidental wine tastings (no more than five seats) may occur in wine shops.

**Table 2-2
Commercial Uses and Permit Requirements**

Allowed Uses and Permit Requirements for Commercial Zoning Districts			P Use Permitted
Land Use³			UP Use Permit required
Permit Required by District			L License required
Specific Use Regulations			— Use not allowed
Furniture, Furnishings and Equipment Stores	P	P	
General Retail	P	P	
Grocery Store	P	P	
Outdoor Retail Sales and Activities	UP	UP	
Plant Nurseries and Garden Supply Stores	P	P	
Restaurant	UP	UP	
Second Hand Stores	P	P	
Shopping Center	UP	UP	
<u>Wine Bar</u>	<u>UP</u>	<u>UP</u>	<u>19.50.XXX</u>
<u>Wine Tasting</u>	<u>UP</u>	<u>UP</u>	<u>19.50.XXX</u>
<u>Wine Tasting, Limited</u>	<u>P</u>	<u>P</u>	<u>19.50.XXX</u>
SERVICES			
Banks and Financial Services	P	P	
Bed and Breakfast Inns (B&Bs)	UP	UP	19.50.030
Business Support Services	P	UP	
Child Day Care Facilities	P	P	
Drive-in and Drive-through Services	UP	—	
Equipment Rental	UP	—	
Governmental and Public Facilities	P	P	
Hotel or Motel	UP	UP	

**Table 2-3
Mixed Uses and Permit Requirements**

Allowed Uses and Permit Requirements for Mixed Use Zoning Districts		P	Use Permitted
		UP	Use Permit required
		L	License required
		—	Use not allowed
Land Use⁶	Permit Required by District⁷	Specific Use Regulations	
	MX		
RETAIL TRADE³			
Accessory Retail Uses	UP		
Art, Antique, Collectible and Gift Sales	UP		
Artisan Shops	UP		
Auto and Vehicle Sales/Rental	—		
Building Material Stores	—		
Drive-in and Drive-through Sales	UP		
Farmers Market	UP		
Fueling Station	UP		
Furniture, Furnishings and Equipment Stores	UP		
General Retail	UP		
Grocery Store	UP		
Outdoor Retail Sales and Activities	UP		
Plant Nurseries and Garden Supply Stores	UP		
Restaurant	UP		
Second Hand Stores	UP		

⁶See [Section 19.10.050.C](#) regarding uses not listed. See Article VIII for definitions of the listed land uses.

⁷New development in the Mixed Use zone shall include a residential component unless waived by the Planning Commission through use permit review (see [Section 19.10.020.C](#)).

Changes to Article II—Zones and Allowable Uses

Shopping Center	UP	
<u>Wine Bar</u>	<u>UP</u>	<u>19.50.XXX</u>
<u>Wine Tasting</u>	<u>UP</u>	<u>19.50.XXX</u>
<u>Wine Tasting, Limited</u>	<u>P</u>	<u>19.50.XXX</u>

SERVICES³

Auto Parts Sales	UP	
Banks and Financial Services	UP	
Bed and Breakfast Inns (B&Bs)	UP	
Business Support Services	UP	
Child Day Care Facilities	UP	
Drive-in and Drive-through Services	UP	
Equipment Rental	UP	
Governmental and Public Facilities	UP	
Hotel or Motel	UP	
Medical Services—Clinics, Offices, Laboratories	UP	
Medical Services—Hospitals	—	
Mortuaries and Funeral Homes	UP	
Offices, professional and administrative	UP	
Personal Services	UP	
Storage—Outdoor	—	19.40.100
Storage—Personal Storage Facility (Mini-Storage)	—	
Telecommunications Facilities, commercial		See Chapter 5.32 of the Sonoma Municipal Code (Antennas and Wireless Communication Facilities)
Mortuaries and Funeral Homes	UP	
Vacation Rental	UP	

3. Operating Standards and Additional Use Permit Findings

19.50.XXX—Wine Tasting Facilities. This Section sets forth requirements for the establishment and operation of Wine Tasting Facilities (defined as Wine Bars, Wine Tasting Rooms, and Wine Tasting Rooms, Limited) in zoning districts where they are allowed by Section 19.10.050 (Allowable Land Uses and Permit Requirements).

A. General requirements. All Wine Tasting Facilities shall be subject to the following requirements:

1. On-going compliance with applicable requirements and licensing of the California Department of Alcoholic Beverage Control and the Sonoma County Health Department is required.
2. All managers and employees serving alcoholic beverages shall complete responsible beverage service (RBS) training within 90 days from the opening of the business. The RBS training shall meet the standards of the California Department of Alcoholic Beverage Control or other certifying/licensing body that the state may designate. New owners/operators, managers, and employees who sell or serve alcoholic beverages shall complete the training course within 90 days of the date of employment, and every third year thereafter. Records of successful completion for manager and employee shall be maintained on the premises and shall be presented upon request by a representative of the City.

B. Wine Tasting Rooms, Limited. Wine Tasting Rooms, Limited shall be subject to the following requirements:

1. Pours shall not exceed two ounces. Wine by the class shall not be sold.
2. Hours of operation shall not exceed 11 a.m. to 7 p.m.
3. There shall be no charge for food service.

C. Wine Tasting Rooms. Wine Tasting Rooms shall be subject to the following allowances and requirements:

1. Wine and beer by the glass may be sold. [?]
2. Hours of operation shall not exceed 11 a.m. to 10 p.m.
3. There shall be no charge for food service.

D. Wine Bars. Wine Bars shall be subject to the following allowances and requirements:

1. Wine and beer by the glass may be sold.
2. Hours of operation shall not exceed 11 a.m. to 11 p.m.

E. Additional Use Permit Findings. In addition to the findings set forth in section 19.54.040, the approval of a use permit for a Wine Tasting Room or a Wine Bar shall be subject to the following additional findings by the Planning Commission:

1. There are no sensitive land uses nearby that would experience significant adverse impacts associated with the proposed facility.
2. The proposed use would provide a needed service not currently available in the area that it would serve; or, unique or unusual circumstances justify a new Wine Bar or Wine Tasting Facility in a location where there are similar uses nearby.