



**MINUTES - DRAFT**  
**Healdsburg Planning Commission**  
**Regular Meeting and Workshop**  
 March 28, 2023 6:00 PM  
 401 Grove Street, Healdsburg

*The workshop commenced immediately following the adjournment of the regular Planning Commission meeting which began at 6:00 PM.*

**1. ROLL CALL**

Chair Luks called to order the meeting of the Planning Commission of the City of Healdsburg at 6:00 p.m.

Commissioners present: Barber, Breznikar, Gerlach, Hunt, Luks, McKay, Wood  
 City Staff present: Senior Planner Ellen McDowell, Planning Consultant Linda Ruffing, and Administrative Technician Amanda Gray

**2. ADMINISTRATIVE ACTIONS**

**A. Approval of Agenda for March 28, 2023**

On a motion by Vice Chair Breznikar, seconded by Commissioner Gerlach, the Commission voted 7-0-0 to approve the March 28, 2023 agenda.

**B. Approval of Minutes for March 14, 2023**

On a motion by Commissioner McKay, seconded by Commissioner Hunt, the Commission voted 7-0-0 to approve the February 28, 2023, regular meeting minutes.

**C. Acceptance of Communications and Correspondence**

- Growth Management Allocation Annual Report
- General Plan Annual Report
- Housing Element Annual Progress Report

Senior Planner McDowell presented the Commission with the Growth Management Allocation Annual Report, General Plan Annual Report, and the Housing Element Annual Progress Report. Commission and staff discussion ensued regarding the reports.

**D. Declarations of Conflicts of Interest – None**

**E. Disclosures of Ex Parte Communications - None**

**3. PUBLIC COMMENTS**

None.

**4. COMMISSIONER AND SUBCOMMITTEE REPORTS**

None.

**5. DIRECTOR’S REPORT**

None.

**6. ADJOURNMENT**

The meeting adjourned at 6:07 p.m.

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Scott M. Duiven, Secretary

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Phil Luks, Chair

## Planning Commission Workshop

### 1. CALL TO ORDER/INTRODUCTIONS

Chair Luks called to order a Planning Commission Workshop of the City of Healdsburg at 6:09 p.m.

### 2. ROLL CALL

Commissioners present: Barber, Breznikar, Gerlach, Hunt, Luks, McKay, Wood

City Staff present: Senior Planner Ellen McDowell, Planning Consultant Linda Ruffing, and Administrative Technician Amanda Gray

### 3. DISCUSSION (Workshop)

**Application:** Major Design Review (DR 2022-23) and Tentative Subdivision Map (TM 2022-06) for North Village Middle-Income Housing Project

#### Project

**Description:** Design Review and Tentative Map for 24-unit townhouse complex on Parcel 2 of the North Village. The project consists of three separate buildings, each of which contains 8 townhomes with attached two-car garages. The townhomes will be marketed as middle-income for-sale units that are affordable to households earning up to 160% of the area median income. The Tentative Map application (TM 2022-06) seeks to establish 24 airspace condominium units and a common parcel providing circulation, open space, a courtyard with seating, a BBQ center and a pet activity area.

**The purpose of the workshop is to introduce the project to the Planning Commission and community and to obtain input. No official action will be taken at this meeting.**

**Location:** 201 Dovetail Lane (Parcel 2 of North Village Project)

**Applicant:** Comstock Healdsburg, LLC

#### Environmental

**Determination:** On May 20, 2019, the Healdsburg City Council certified the Final Environmental Impact Report (FEIR) for the North Entry Area Plan (SCH# 2018062041) and adopted related findings, a Mitigation Monitoring and Reporting Program, and a Statement of Overriding Considerations. An Environmental Checklist & Addendum to the FEIR were prepared for the North Village Project (MCUP 2019-04) approved by the Planning Commission on February 11, 2020; and the Development Agreement for the North Village Project (DA 2020-01) adopted by the City Council on April 6, 2020. In accordance with the California Environmental Quality Act (CEQA) Guidelines Section 15183, further environmental review is not required because the project components under consideration would not result in on-site, off-site or cumulatively significant effects on the environment that were not examined in the FEIR.

Planning Consultant, Linda Ruffing, introduced the item and summarized the staff report. Ms. Ruffing provided a project overview and discussed North Village Parcel 2 background, site constraints, site plan, elevations, renderings, landscaping, design review considerations, tentative map and considerations, and condo map/utility plan.

Scott Stone, Senior Project Manager at Comstock Homes, Mark Di Cecco, Di Cecco Architecture Inc, and Jim Fain, Principal at Carlile Macy, (Applicants) discussed the townhome community, workforce housing, architecture, key design principles, sustainability measures, and landscaping.

Commission, Applicant, and staff discussion ensued. The Commission provided feedback and suggestions which included the following:

- a. Consider ways to add more outdoor spaces/amenities for residents to use. Consider adding furnishings (benches, tables, BBQ grills, fire pits, playground features, gardening boxes, etc.)
- b. Possible locations for additional recreational features:
  - i. flatter terrain between the access driveway and drainage swale,
  - ii. in the front yard adjacent to the end of the driveway between buildings 2 and 3
  - iii. in the triangle area between the hammerhead T and the EVA in the northeast corner of the site
  - iv. in the area between building 3 and the east property boundary.
- c. Provide a connection to perimeter trail (for dog-walking, etc.).
- d. Consider ways to increase private outdoor space: rooftop patios, expanding front porches, adding balconies off living space. Juliette balconies would help create a sense of openness indoors.
- e. Building 3 – try to enhance public/private spaces, BBQ area, create connection to other buildings.
- f. Consider bigger windows.
- g. Consider modifying architectural details on building exterior to create more interest.
- h. Concerns about the stark appearance of the façades with the garage entries. Consider “shade eyebrows” above garage doors, windows in garage doors, variation in garage door colors, planting Italian cypress trees in between garages, creating some recessed areas, changes in materials, etc.
- i. Suggestions regarding modifications to paint colors. Battleship grey tends to obscure variations in building materials. Too much contrast from top to bottom. Look at Saggio Affordable Housing building colors; also look at buildings across the street from the Firehouse.

#### 4. ADJOURNMENT

The meeting adjourned at 8:06 p.m.

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Scott M. Duiven, Secretary

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Phil Luks, Chair