



**CITY OF HEALDSBURG  
PLANNING COMMISSION WORKSHOP  
AGENDA STAFF REPORT**

**MEETING DATE:** March 10, 2026

**SUBJECT:** The Willows Condominiums Workshop

**PREPARED BY:** Jeff Fisher, Assistant Planner

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**RECOMMENDED ACTION(S):**

The Planning Commission will conduct a workshop to receive a presentation from the applicant regarding their proposal to construct a new 4-unit condominium project and related site improvements.

The purpose of the workshop is to receive public input, and to provide informal feedback to the applicant and City staff. No official action will be taken.

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**BACKGROUND:**

On February 11, 2026, the applicant submitted an application requesting a Planning Commission Workshop.

The applicant held a neighborhood meeting on January 22, 2026. The applicant mailed a notice to interested parties, residents, and property owners within 300 feet to discuss the project and receive feedback.

**PLANNING COMMISSION WORKSHOP:**

The City of Healdsburg Planning Commission By-Laws allow the Planning Commission to conduct a workshop to discuss a specific project and to allow an opportunity for the public to provide input.

Planning staff has scheduled the workshop at the applicant's request to receive early feedback from the Planning Commission prior to submitting a formal application to the City. The workshop provides an informal opportunity to discuss design concepts and provide guidance on meeting community goals.

The applicant will be at the workshop to describe and discuss the proposed project. They will discuss the various considerations that informed the proposed layout of the project. The Planning

Commission may provide its general nonbinding comments on the development concepts for this project. No formal action will be taken by the Planning Commission. The opportunity for public comment should be provided before the Planning Commission members comment on the project.

Following the Planning Commission Workshop, the applicant will have an opportunity to modify the project and submit plans to the Community Development Department for formal review. Prior to acting on the project at a future hearing, the Planning Commission will receive a thorough analysis of the project's consistency with applicable policies and regulations along with a staff recommendation regarding project findings and conditions of approval.

### **PROJECT DESCRIPTION:**

The applicant is proposing to construct four condominium units within two buildings including attached ground-level garages, and associated site improvements. The applicant has submitted a project description ([Attachment 1](#)), conceptual plans ([Attachment 2](#)); and a biological resource assessment (Attachment 3).

The property is located at 156 West Grant Street on the southwest corner of West Grant and Grove Streets and comprises approximately 0.75-acres. The site is vacant and has never been developed. The site contains a Habitat Preservation Area which occupies the western portion of the site adjacent to Norton Slough. This area was designated as part of the subdivision process in 2002. The site contains a mix of native and non-native invasive vegetation, and various trees, three of which are classified as Heritage trees (30"+ dbh) and are proposed for removal and replacement. The site slopes significantly from east to west from Grove Street down to Norton Slough.

Adjacent uses include single-family residential to the north across West Grant Street; multi-family and single-family uses to the east across Grove Street; multi-family uses to the west; and industrial uses to the south.

The applicant submitted the following entitlement applications:

- Tentative Parcel Map for four individual condominiums
- Major Design Review
- Habitat Preservation Area Modification
- Heritage Tree Removal Permit

### **REVIEW PROCESS:**

#### *Tentative Parcel Map*

Through the Tentative Parcel map process, the Planning Commission is tasked with ensuring that newly created lots are consistent with the State Subdivision Map Act, and the City's General Plan, The Grove Street Neighborhood Plan, the Land Use Code, and Title 17 of the Municipal Code (Subdivision Ordinance).

The Planning Commission shall base its recommendation on a tentative parcel map on the findings below:

1. The proposed map and its design and improvements are consistent with the general plan and any applicable specific plan.
2. The site is physically suitable for the type and proposed density of development.
3. The design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.
4. The design of the subdivision and the type of improvements are not likely to cause serious public health problems.
5. The design of the subdivision and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.
6. Unless otherwise provided by the Subdivision Map Act, the design of the subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision.

### Design Review

Through the Design Review process, the Planning Commission is tasked with ensuring that new development is attractive and enhances the appearance of the community, that the best possible traffic circulation is obtained, that the design and layout of new development is in scale and character with surrounding uses, and that new development complies with the Healdsburg General Plan, The Grove Street Neighborhood Plan, the Land Use Code, and the Citywide Design Guidelines.

In order to approve the Design Review application, the Planning Commission must make the following findings:

1. The proposed development or use is consistent with all applicable policies and requirements of the General Plan, Grove Street Neighborhood Plan, and the Land Use Code.
2. The proposed design of the development or use, and all appurtenant structures, is consistent with the policies set forth in the Citywide Design Guidelines, as may be amended from time to time.
3. The proposed development or use is consistent with the purposes of the zoning district in which it is located.
4. The proposed development or use is consistent with all other conditions imposed by the Planning Commission or City Council with respect to any matter related to the purpose of design review.

### Habitat Preservation Area (HPA) Modification

The City does not have a specific entitlement for an HPA modification. Therefore, the City uses the Building Envelope Modification process pursuant to the standards of Title 17 of the Municipal Code (Subdivision Ordinance).

The Planning Commission shall base its recommendation on an HPA modification application on the findings below:

1. There are changes in circumstances that make the size and/or location of the building envelope as shown on the recorded map no longer appropriate or necessary.
2. The revisions do not impose any additional burden on the fee owners of the real property.
3. The revisions do not alter any right, title, or interest in the real property reflected on the recorded map.
4. The revisions are consistent with the general plan and any applicable specific plan.
5. The building envelope revisions and the intended use of the revised building envelope do not significantly and adversely affect natural features such as wetlands, riparian areas, heritage-sized trees, habitat areas with high biological value, geologically unstable areas, seismic faults, visually prominent hillsides or ridgelines, or the privacy or viewshed of residents in the vicinity.
6. The potential environmental impacts of the revised building envelope revision have been adequately addressed.

### Heritage Tree Removal Permit

Through the Heritage Tree Removal Permit process, the Planning Commission may grant tree removal permits when all or substantially all of the criteria set forth in Land Use Code Section 20.24.065 are satisfied.

The following criteria shall be used to evaluate tree permit applications:

1. The condition of the tree with respect to disease and danger of falling.
2. Potential health and safety conditions to the general public or to other nearby trees.
3. The necessity to remove trees or to encroach into protected zones in order to construct proposed improvements, to allow reasonable economic enjoyment or use of the property.
4. Topography of the site and the effect of tree removal on erosion, soil retention and potential increased flows of surface waters.
5. The number of trees on the property and the surrounding area and the effect of tree removal upon property values in the area.
6. Professional arboricultural practices, including the number of healthy trees a site will safely support.

### **ENVIRONMENTAL ANALYSIS:**

The workshop discussion is not a “project” pursuant to the California Environmental Quality Act (CEQA) Guidelines because the item for discussion does not involve an action and therefore no environmental determination is required. A specific project environmental analysis will be conducted once plans are resubmitted with any revisions based upon comments received at the Planning Commission workshop.

### **FISCAL IMPACT:**

The proposal is a privately funded development project that does not involve the use of public funds.

**ATTACHMENTS:**

1. Project Narrative
2. Conceptual plan set
3. Biological Resources Assessment, WRA Environmental Consultants, dated May 12, 2025
4. Public Comments