



# CITY OF HEALDSBURG PLANNING COMMISSION REGULAR MEETING AGENDA

Meeting Date: June 23, 2026  
Time: 06:00 PM  
City Hall Council Chamber  
401 Grove Street  
Healdsburg, CA 95448

**To join by computer, tablet, or mobile device:**

Go to <https://zoom.us/join> and type in the Webinar ID: 815 8894 3494 or follow this link:  
[healdsburg.gov/zoom](https://healdsburg.gov/zoom) (Pre-registration for the meeting is not required.)

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**1. ROLL CALL**

**2. ADMINISTRATIVE ACTIONS**

**2.a Approval of Agenda**

**2.b Approval of Minutes**

Approve the June 9, 2026 Workshop Minutes.

**2.c Acceptance of Communications and Correspondence**

**2.d Declarations of Conflict of Interest**

**2.e Disclosures of Ex Parte Communications**

**3. PUBLIC COMMENTS ON NON-AGENDA ITEMS AND ITEMS ON THIS AGENDA**

*This time is set aside to receive comments from the public regarding matters of general interest not on the agenda but related to Planning Commission business. Pursuant to the Brown Act, however, the Planning Commission cannot consider any issues or take action on any request during this comment period.*

*Persons speaking on items on this agenda are requested to provide their name, address and the subject of their comments. Comments are generally limited to three minutes; however, additional time may be granted by the Commission Chair as appropriate, depending on the scope of the project.*

#### 4. PUBLIC HEARINGS

##### 4.a Conditional Use Permit (CUP 0004-2026) for 111 Plaza Street - Duke's Spirited Cocktails

By motion, it is recommended that the Planning Commission approve a resolution granting approval of Conditional Use Permit Application CUP 0004-2026 based on the suggested findings and subject to the recommended conditions of approval identified in the resolution.

#### 5. BUSINESS ITEMS

#### 6. COMMISSIONER AND SUBCOMMITTEE REPORTS

#### 7. DIRECTOR'S REPORT

#### 8. ADJOURNMENT

Scott M. Duiven, Community Development Director

**Posting:** This agenda was posted on City bulletin boards and the City's website at least 72 hours prior to the meeting, in accordance with state law.

**Availability of Written Materials:** All written materials (e.g., staff reports, conditions, resolutions) prepared for items on this agenda are available for public review at least 72 hours prior to the meeting at the Community Development Department at 401 Grove Street and on the City's website at [www.healdsburg.gov](http://www.healdsburg.gov). Written materials submitted after the posting of this agenda, but before the Commission meeting, will also be made available for public review in the Community Development Department. If written materials are presented to the Commission at the meeting, a copy will be made for public review at the meeting.

**Disabled Accommodations:** The City of Healdsburg will make reasonable accommodations for persons having special needs due to disabilities. Please contact Amanda Gray, Administrative Technician, at Healdsburg City Hall, 401 Grove Street, Healdsburg, California, 707-431-3393, at least 72 hours prior to the meeting, to ensure the necessary accommodations are made.

**Appeals:** Anyone that does not agree with the Commission's decision may appeal the decision to the City Council, provided that a written appeal is filed within ten (10) calendar days from the date of the Commission's action.

**CITY OF HEALDSBURG  
PLANNING COMMISSION  
WORKSHOP MINUTES - DRAFT**

**June 9, 2026**

**City Hall Council Chamber  
401 Grove Street, Healdsburg**

**1. CALL TO ORDER/ROLL CALL**

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

Commissioners present: Barber, Gerlach, Luks, McKay, Pearlman, Schadlich, Wood

City Staff present: Community Development Director Scott Duiven, Senior Planner Ellen McDowell, and Administrative Technician Amanda Gray.

**2. ADMINISTRATIVE ACTIONS**

**A. Approval of Agenda**

On a motion by Commissioner Pearlman, seconded by Commissioner Wood, the Commission voted 7-0-0 to approve the June 9, 2026 agenda.

**B. Approval of Minutes**

On a motion by Vice Chair Barber, seconded by Commissioner Pearlman, the Commission voted 7-0-0 to approve the May 12, 2026 regular meeting minutes.

**C. Acceptance of Communications and Correspondence – None**

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

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

**3. PUBLIC COMMENTS**

None.

**4. WORKSHOP**

**A. 444 Healdsburg Avenue Workshop to review a live/work development**

The Planning Commission conducted a workshop to receive a presentation from the applicant regarding their proposal to construct a live/work development consisting of two individual work spaces and a living space in approximately 2,280 square feet, receive public input, and provide informal feedback to the applicant and City staff. No official action was taken.

Senior Planner Ellen McDowell presented the report.

The Commission asked questions of Ms. McDowell, Applicants Erin and Ken Werner and Architect Mark Fischbach, with Mark Architecture.

Chair McKay opened the public input portion of the meeting. There being no speakers, Chair McKay closed the public input portion of the meeting.

The Commission provided feedback to staff, the Applicants and the Architect. No official action was taken.

**9. ADJOURNMENT**

The meeting adjourned at 6:55 p.m.

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Scott M. Duiven, Secretary

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Conor McKay, Chair



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

**MEETING DATE:** June 23, 2026

**SUBJECT:** Conditional Use Permit (CUP 0004-2026) for 111 Plaza Street - Duke's Spirited Cocktails

**PREPARED BY:** Ellen McDowell

**STRATEGIC INITIATIVE(S):**  
Provide Effective Governance

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**RECOMMENDED ACTION(S):**

By motion, it is recommended that the Planning Commission approve a resolution granting approval of Conditional Use Permit Application CUP 0004-2026 based on the suggested findings and subject to the recommended conditions of approval identified in the resolution.

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**BACKGROUND:**

Duke's Spirited Cocktails has been located at 111 Plaza Street for approximately ten years. Prior to Dukes, the space has operated as a bar dating back to around 1933 when the first bar, Vic and Ned's, was established. In accordance with Land Use Code Section 20.20.075(H) the use of a bar at that location is considered a legal non-conforming use and can continue to operate as such. Since the bar is proposing to add amplified music to the existing use of a bar, a conditional use permit is required. This will allow the City to impose conditions on the project to regulate any potential noise impacts associated with the amplified sound, as well as bring the bar out of a non-conforming status.

**SITE AND VICINITY DESCRIPTION:**

The project site is located at 111 Plaza Street in downtown Healdsburg, on the north side of the historic Healdsburg Plaza. The site is situated within the City's Downtown Commercial zone and is surrounded by a mix of retail shops, restaurants, tasting rooms, and other commercial establishments that serve both residents and visitors. The property fronts directly onto the Plaza, which serves as the community's central gathering space.

**PROJECT DESCRIPTION:**

The applicant proposes the addition of indoor amplified music to Duke's Spirited Cocktails, an existing cocktail bar within an existing commercial tenant space located at 111 Plaza Street. The business would continue to operate as a neighborhood-oriented gathering space with indoor seating, a parklet seating area, and accessory entertainment including occasional DJs and dancing. Hours of operation would generally range from afternoon through late evening, with extended hours on weekends. Allowable hours of operation, as proposed by the applicant, have been incorporated into Attachment 1. The applicant proposes operational measures including security

personnel, sound attenuation treatments, and indoor-only amplified music to minimize potential impacts on surrounding properties. Conditions of approval have been added in Attachment 1 to ensure compliance with proposed sound reducing measures.

## **DISCUSSION/ANALYSIS:**

### Locational Criteria

Pursuant to Land Use Code Section 20.20.075(J), the project site is consistent with the locational criteria for siting alcoholic beverage establishments in that the use as a bar is considered a continuation of a legal non-conforming use and the addition of indoor amplified music does not alter the use or ABC license type already in place. Dukes would remain as the only alcoholic beverage establishment on this block face of Plaza Street. The LUC only permits one such establishment per block face in the downtown area. Full-service restaurants which serve alcohol are exempt from this standard. Therefore, approval of the application would be consistent with the provisions of Land Use Code Section 20.20.075.

### ABC Licensing

If the conditional use permit is approved by the Planning Commission, the applicant will be required to continue to operate under a Type 48 (on-sale general, bar) license from the State Alcoholic Beverage Control Department (ABC). The applicant will be required to comply with all ABC regulations regarding alcohol service. The applicant will also be required to maintain an active city business license to reflecting the use as a bar.

### Parking

There are no on-site parking spaces available for the proposed use. Pursuant to LUC Section 20.16.150(B)(4), the applicant will not be required to provide on-site parking or pay parking in-lieu fees since the project involves no change in use and no change to the existing structure.

### Site Improvements

The applicant is not proposing exterior modifications as part of this Conditional Use Permit. The applicant's intent is to include indoor amplified music as an ancillary use and will continue to operate as a bar and utilize the existing parklet.

## **GENERAL PLAN AND LAND USE CODE ANALYSIS:**

### General Plan

The subject property is designated Downtown Commercial by the Healdsburg General Plan, which allows a broad range of commercial, and office uses, such as hotels, retail, restaurants and personal services. The proposed bar would be considered a commercial use consistent with the intent of this designation. It also furthers the following General Plan goals and policy:

**Guiding Principle 5.A:** Provide an open and inviting business climate, balanced economic environment, and a diverse tax base.

*The project continues to provide a downtown bar on Plaza Street that will encourage and enhance the pedestrian realm along Plaza Street.*

**Goal LU-D:** A thriving, pedestrian-oriented downtown that is the commercial and cultural center of Healdsburg.

*The proposed accessory entertainment is intended to support the vitality of the existing downtown business while maintaining a pedestrian-oriented environment.*

**Goal ED-B:** Maintain a thriving downtown, with the Plaza as the City's commercial center.

*The proposed addition of accessory entertainment to the existing bar will help continue to maintain the downtown area as the City's commercial center.*

#### Land Use Code

LUC Section 20.08.145 Table 10 includes the permitted and conditionally permitted uses allowed in the Plaza Retail (PR) zoning district, where a bar is a conditionally permitted use.

A bar is permitted in the PR zone subject to approval of a conditional use permit acted upon by the Planning Commission.

A bar is also subject to the requirements of LUC Section 20.20.075 *Alcoholic Beverage Establishments* discussed below. In addition to City permits and approvals, the bar will continue to operate under its approved and operational Type 48 license for an On-Sale General (Bar) from the State of California Alcoholic Beverage Control (ABC). The addition of occasional indoor amplified music will not change the required ABC Licensing.

#### **FINDINGS:**

Pursuant to Land Use Code section 20.28.165, the Planning Commission is required to make the following findings to approve a conditional use permit application; staff has provided suggested findings below each item in *italics*.

1. The proposed location and operation of the conditional use is in accord with the Healdsburg General Plan, objectives of the Land Use Code and purposes of the district in which the site is located.

*The proposed use is within the range of uses contemplated in the Downtown Commercial (DC) General Plan designation. In general, DC classification provides for retail establishments, offices, restaurants, personal and commercial services and public and quasi-public uses. The bar will continue to be a commercial use within an existing commercial site, which is consistent with the contemplated uses of the DC General Plan designation and the Plaza Retail (PR) zoning designation.*

2. The proposed location and operation of the conditional use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity.

*The location of the subject property is a commercial area that is developed with commercial uses in the vicinity. Subject to compliance with the Alcoholic Beverage Establishment regulations in the City's Land Use Code, ABC laws and regulations, and the conditions of approval, the proposed use will not result in or create a detrimental condition on the property, property vicinity or community as conditioned.*

3. The proposed conditional use will comply with applicable provisions of the General Plan and Land Use Code.

*Land Use Code Section 20.08.145 Table 10 requires an approval of a conditional use permit for the bar. The proposed use is required to maintain compliance with the requirements set forth in Land Use Code Section 20.20.075 for alcoholic beverage establishments and will be required to comply with the conditions of approval adopted as part of the use permit pertaining to both the bar and the indoor amplified music. The proposed bar meets the locational and dispersion requirements outlined in 20.20.075.*

**ENVIRONMENTAL REVIEW:**

The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Existing Facilities), which applies to the operation, permitting, leasing, licensing, or minor alteration of existing private structures involving negligible or no expansion of existing or former use. The project consists of a Conditional Use Permit to allow the continued operation of a bar with accessory indoor amplified music within an existing commercial tenant space at 111 Plaza Street. The project does not involve the construction of new buildings, expansion of the existing structure, or substantial site modifications, and any improvements would be limited to minor interior tenant improvements within the existing building footprint. The site is located within Healdsburg's established downtown commercial district. The proposed use is consistent with the surrounding commercial environment and would not result in a substantial expansion of the site's existing or former use. Furthermore, none of the exceptions to the use of a categorical exemption identified in CEQA Guidelines Section 15300.2 apply.

**ATTACHMENT(S):**

1. Planning Commission Resolution and Exhibit A
2. Project Description
3. Floor Plan

**PC RESOLUTION NO.**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF  
HEALDSBURG APPROVING CONDITIONAL USE PERMIT CUP 0004-  
2026 TO ALLOW A BAR WITH ANCILLARY INDOOR AMPLIFIED  
MUSIC AT 111 PLAZA STREET**

**WHEREAS**, an application was received on May 12, 2026 to legalize an existing non-conforming bar and add ancillary amplified indoor music located at 111 Plaza Street; and

**WHEREAS**, the use as a bar has consistently and continuously been operated at 111 Plaza Street since approximately 1933; and

**WHEREAS**, the addition of amplified music requires a conditional use permit in that it changes the non-conforming use of a bar that has operated in a consistent manner since approximately 1933; and

**WHEREAS**, on June 23, 2026, the Planning Commission of the City of Healdsburg considered a request to allow a bar with ancillary amplified indoor music at 111 Plaza Street; and

**WHEREAS**, a bar is a use consistent with the intent of the Downtown Commercial (DC) General Plan land use designation and would be consistent with General Plan Goal ED-B in that the project will contribute to maintaining a thriving downtown with the Plaza as the City's commercial center; and

**WHEREAS**, the project is categorically exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines Section 15301, Existing Facilities as the use is existing and no expansion is proposed; and

**WHEREAS**, the Planning Commission considered all pertinent documents, including the project description, floor plan and staff report, and received public comments before making its decision on the subject application.

**NOW, THEREFORE**, the Healdsburg Planning Commission finds that the application would be consistent with the provisions of General Plan and Land Use Code Sections cited in the staff report and is consistent with the findings for conditional use permit approval as follows:

1. The proposed location and operation of the conditional use is in accord with the Healdsburg General Plan, objectives of the Land Use Code and purposes of the district in which the site is located.

*The proposed use is within the range of uses contemplated in the Downtown Commercial (DC) General Plan designation. In general, DC classification provides for retail establishments, offices, restaurants, personal and commercial services and public and quasi-public uses. The bar will continue to be a commercial use within an existing commercial site, which is consistent with the contemplated uses of the DC General Plan designation and the Plaza Retail (PR) zoning designation.*

2. The proposed location and operation of the conditional use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the vicinity.

*The location of the subject property is a commercial area that is developed with commercial uses in the vicinity. Subject to compliance with the Alcoholic Beverage Establishment regulations in the City's Land Use Code, ABC laws and regulations, and the conditions of approval, the proposed use will not result in or create a detrimental condition on the property, property vicinity or community as conditioned.*

- 3. The proposed conditional use will comply with applicable provisions of the General Plan and Land Use Code.

*Land Use Code Section 20.08.145 Table 10 requires an approval of a conditional use permit for the bar. The proposed use is required to maintain compliance with the requirements set forth in Land Use Code Section 20.20.075 for alcoholic beverage establishments and will be required to comply with the conditions of approval adopted as part of the use permit pertaining to both the bar and the indoor amplified music. The proposed bar meets the locational and dispersion requirements outlined in 20.20.075.*

**NOW, THEREFORE**, the Healdsburg Planning Commission resolves as follows:

Conditional use permit CUP 0004-2026 is hereby approved, subject to the conditions of approval attached hereto.

**DULY AND REGULARLY ADOPTED** by the Healdsburg Planning Commission on the 23rd day of June, 2026 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Approved:

Attest:

\_\_\_\_\_  
Conor McKay, Chair

\_\_\_\_\_  
Scott M. Duiven, Secretary

**Exhibit A****CONDITIONS OF APPROVAL**

Conditional Use Permit CUP 0004-2026  
111 Plaza Street  
June 23, 2026

**Community Development Department**

1. This conditional use permit allows for a bar and ancillary indoor amplified music at 111 Plaza Street in accordance with the applicant's project description (Attachment 2); the Floor Plan (Attachment 3); submitted with the application dated May 12, 2026, and shall have the following restrictions:
  - a. Hours of Operation shall be limited to 4:00 p.m. to 11:00 p.m. Monday-Wednesday, 4:00 p.m. to 12:00 a.m. Thursday, 2:00 p.m. to 2:00 a.m. Friday, 12:00 p.m. to 2:00 a.m. Saturday and 12:00 p.m. to 12:00 a.m. Sunday.
  - b. Live music shall be limited to Thursday – Sunday 9:30 p.m. to 1:30 a.m. unless a special event falls on another day of the week (i.e. day before Thanksgiving or New Year's Eve as described in the project description).
  - c. The business shall not charge a cover fee for amplified music programming. These events shall remain open to the public in a manner consistent with traditional bar operations. This approval does not authorize a nightclub or primary entertainment venue. Any expansion of entertainment activities beyond those described in the application shall require review and approval from the City.
  - d. Any dancing shall occur only within the existing open floor areas and shall be incidental to the approved use as a bar.
  - e. All exterior windows and doors shall remain closed during any amplified music occurrences except as necessary for ingress or egress.
  - f. The permittee shall operate the business in compliance with the City's Municipal Code noise standards. Music volume shall be maintained at levels that do not create a public nuisance or adversely impact surrounding businesses or residences. Pursuant to Healdsburg Municipal Code 9.32 (Noise), noise from the premises shall not exceed 65 dBA during daytime or 60 dBA during nighttime hours. Per code, nighttime is defined as 8:00 pm to 7:00 am.
  - g. For the purposes of these conditions, amplified sound or amplification of music or other forms of entertainment shall mean any sound that is broadcasted through electronically amplified equipment or sound that is electronically enhanced.
  - h. Sound levels shall be actively monitored by on-site management using a handheld decibel reader to ensure compliance with decibel level limits and shall not exceed 60 dBA outside the establishment during nighttime hours.

- i. The sound-dampening curtains identified in the approved operational plan shall be maintained and utilized during DJ performances and other amplified entertainment events.
  - j. A minimum of four trained security personnel shall be provided during DJ events. Security staffing may be modified by the Community Development Director if operational conditions warrant additional personnel.
  - k. Security personnel shall monitor entrances and exits, verify legal age requirements, manage patron flow, and ensure occupancy limits are maintained at all times.
  - l. Management and/or security personnel shall monitor patron dispersal at closing time and take reasonable measures to minimize noise, loitering, and disturbances in the surrounding area.
  - m. Premise is responsible for crowd control and sidewalk management in the area in front of, and adjacent to, the establishment.
  - n. The parklet shall be used primarily for seated patrons. No amplified music or speakers shall be installed within the parklet area. Alcohol consumption shall remain within ABC-approved licensed areas.
  - o. The indoor occupancy of Duke's shall not exceed 165 persons at any time consistent with the occupancy load established by the Fire Marshal and Building Official. Occupant load signage shall remain posted at all times.
  - p. The permittee shall maintain current contact information for an on-site manager and shall respond promptly to complaints regarding noise, crowding, security, or operational issues.
2. This approval shall lapse and become void 12 months following the date on which the conditional use permit became effective unless the operation is commenced during such time, a building permit has been issued, or a time extension is approved by the Planning Commission (Land Use Code Section 20.28.185).
  3. This conditional use permit shall be suspended automatically upon violation of any applicable provision of the Healdsburg Land Use Code or any of these conditions and may be revoked by the Planning Commission as provided by Land Use Code Sections 20.20.075 and 20.28.195.
  4. The business approved by this conditional use permit shall comply with the regulations stated in Land Use Code Section 20.20.075, Alcoholic Beverage Establishments.
  5. The business owner is required to maintain a City of Healdsburg Business License.
  6. All employees shall complete a program recognized by the Department of Alcoholic Beverage Control (ABC) as a qualified responsible beverage service program prior to the commencement of a new business or within 90 days of hire for new employees. The manager of an alcoholic beverage establishment shall maintain on the premises a file containing the certificates of training for all employees.
  7. Should complaints be received regarding noise disruption, the applicant shall take reasonable and practical steps as directed by the Community Development Director to reduce the intensity, number and/or occurrences of these disruptions. Said steps may include, but are not limited to, the reduction of the number and/or volume of microphones, amplifiers and

speakers; the installation of certain physical improvements designed to attenuate noise generation; the relocation of patron waiting/queuing areas to a location found to be acceptable to the director; and/or a reduction in hours for the commercial recreation activities. The Community Development Director may require the preparation of an acoustical evaluation to quantify the noise levels and to suggest appropriate attenuation measures. Such an evaluation shall be funded by the applicant and directed by the Community Development Director to be performed with no notice to owner/operator.

8. The applicant shall comply with Alcoholic Beverage Control (ABC) laws and regulations. Suspension of the applicant's license by the ABC may constitute sufficient cause or basis for review and possible revocation of a conditional use permit.
9. A conditional use permit for an alcoholic beverage establishment may be recalled to the planning commission for review at any time at a public hearing due to complaints regarding lack of compliance with conditions of approval, traffic congestion, noise generation, or other adverse operating characteristics. At such time, the commission may revoke the conditional use permit or add/modify conditions of approval.
10. The Planning Commission and City Council shall have the right to impose conditions upon the conditional use permit as are necessary for the protection of the peace, health, welfare and safety of those persons living or working in the vicinity or neighborhood.

# **DUKE'S SPIRITED COCKTAILS**

## **CONDITIONAL USE PERMIT APPLICATION**

Planning & Building Dep.  
CITY OF HEALDSBURG

**Applicant:** David Ducommun

**Business Name:** Duke's Spirited Cocktails

**Address:** 111 Plaza Street, Healdsburg, CA 95404

### **1. PROJECT DESCRIPTION**

#### **Existing Use**

Duke's Spirited Cocktails operates as a bar and has continuously operated as a drinking establishment at this location since the end of Prohibition. The use represents a longstanding bar operation within the downtown district.

#### **Proposed Use**

The proposed use is a cocktail bar with accessory indoor amplified music, including DJ programming on select evenings.

This application seeks to formalize existing operations while maintaining the primary function of the business as a cocktail-focused establishment. Entertainment and dancing are incidental and accessory to the bar use and do not change the fundamental character of the establishment into a nightclub or primary entertainment venue.

Duke's is not designed, operated, or promoted as a venue primarily intended for live entertainment.

#### **Operational Proportion of Entertainment**

Duke's Spirited Cocktails continues to operate the majority of its business hours as a cocktail bar without live entertainment. The establishment is open approximately **65 hours per week**, with DJ programming occurring for approximately **8 hours per week**, representing a limited portion of overall operations (approximately **12%**).

This demonstrates our focus is on cocktails and live entertainment is not the primary function of the business, but rather an accessory component to the core cocktail bar use.

### **Hours of Operation**

- Monday – Wednesday: 4:00 PM – 11:00 PM
- Thursday: 4:00 PM – 12:00 AM
- Friday: 2:00 PM – 2:00 AM
- Saturday: 12:00 PM – 2:00 AM
- Sunday: 12:00 PM – 12:00 AM

### **Entertainment Programming**

#### **Fridays and Saturdays:**

DJ programming may occur weekly from approximately 9:30 PM to 1:30 AM.

Music is provided indoors and is intended to complement the cocktail lounge environment.

During these periods, some patrons may choose to dance within the existing open floor area. No dedicated dance floor is provided, and the space remains a flexible, multi-use area consistent with normal bar operations.

Tables and movable furnishings may be temporarily adjusted during peak evening hours to accommodate circulation and patron movement.

**Special Event Nights:**

Duke's may host a limited number of special event evenings annually, including:

- Pre-Thanksgiving
- New Year's Eve

These events are consistent with typical bar operations and remain subject to the same operational controls described herein.

**Admission Policy (No Cover Charge)**

Duke's does not charge a cover fee for entry under normal operating conditions, including during DJ programming.

Entry remains open to the public in a manner consistent with traditional bar operations. The business does not rely on ticketed entry or cover charges.

**Capacity**

The indoor occupancy of Duke's Spirited Cocktails is **165 persons**, consistent with the maximum occupant load established by the Fire Marshal.

Occupancy is monitored by management and security using handheld counters and a door counter to ensure safety and maintain a comfortable environment for patrons.

**Alcohol License**

California ABC Type 48 – On-Sale General (Bar)

**Core Operational Statement**

Duke's operates primarily as a cocktail bar, with entertainment and dancing serving as accessory uses.

Alcohol service and the social lounge environment remain the central focus of the business.

## **2. DETAILED OPERATIONAL PLAN**

### **Management & Oversight**

- A manager is present during all hours of operation
- Staff are trained in responsible beverage service
- Management oversees patron behavior, sound levels, and exterior conditions

### **Noise Management**

- All amplified music is located indoors
- Speakers are directed toward the interior
- No outdoor amplification systems are used
- Doors and windows will be closed when DJs begin to perform to minimize sound transmission
- NFPA 701 sound-dampening curtains installed at the front windows and entrance door
- Curtains are utilized during evening hours and DJ programming to reduce sound escape as patrons enter and exit
- Sound levels are actively monitored by management using a handheld decibel reader and adjusted as needed

### **Entertainment & Dancing Character**

- Entertainment is secondary to the cocktail bar use
- Dancing may occur informally during DJ programming

- No fixed or dedicated dance floor is provided
- The space remains primarily designed for seating, socializing, and bar service
- Temporary adjustments to tables may occur during peak periods but do not alter the fundamental layout

## Security & Entry Management

Duke's employs a structured and professionally trained security team during peak operating hours.

- Four (4) security personnel are on staff Friday and Saturday nights
- All security personnel are professionally trained and hold valid State-issued Guard Cards and Responsible Beverage Service certificates

Security deployment includes:

- **Two security staff stationed at the front entrance to:**
  - Verify identification and age
  - Manage patron entry and flow
  - Monitor capacity
  - Ensure the public sidewalk remains clear and unobstructed
- **Stanchions are used at the front entrance to:**
  - Direct and organize entry and exit flow
  - Prevent crowding near the doorway
  - Maintain clear pedestrian pathways
- **One security staff member positioned near the front interior** to monitor patron behavior and assist with crowd control
- **One security staff member positioned near the rear exit to:**
  - Prevent unauthorized entry

- Ensure emergency exits stay unobstructed and a minimum of 36" in width walking path is maintained

This staffing structure supports safe operations and effective crowd management.

### **Crowd Control & Sidewalk Management**

- Staff and security actively monitor the immediate frontage of the business throughout operating hours
- Stanchions are utilized to guide orderly entry and exit and maintain clear pedestrian pathways
- Patrons are encouraged to remain inside or within the permitted parklet
- Alcohol consumption is restricted to licensed areas
- Staff discourage loitering and ensure sidewalks remain unobstructed
- Guests are encouraged to depart the area in a safe and orderly manner at closing

**Following closing time, security personnel remain on-site outside the establishment for a period of time to ensure patrons have safely dispersed and to discourage loitering or disruptive behavior in the surrounding area.**

### **Parklet Operations**

- The parklet is used primarily for seated patrons
- No outdoor speakers or amplification systems are installed
- Any sound audible in the parklet is incidental to indoor operations
- Staff monitor parklet use to ensure compliance

A limited number of private events may occur annually, consistent with standard operations.

## Complaint Response

- Point of Contact:
  - General Manager, Arron Flores
  - (707) 543-6243
  - [arron@drinkatdukes.com](mailto:arron@drinkatdukes.com)
  - Bar Manager, Alex Leyva
  - (865) 410-4855
  - AGM, Makala Schroeder
  - (707) 230-9172
- Noise or disturbance complaints will be addressed immediately by management
- Sound levels are measured at peak hours with handheld decibel meter to monitor noise levels

### 3. SITE PLAN & FLOOR PLAN (Attached)

#### Interior Labels:

- Bar Counter
- Seating Area
- Standing Area
- Open Floor Area (Non-Dedicated – May Accommodate Dancing)
- DJ Booth (Non-Permanent - Occasional Use)
- Sound Equipment Location
- Restrooms
- Entry / Exit

#### Exterior Labels:

- Parklet Seating Area
- Building Frontage

- Sidewalk
- Stanchion Queue Area (Front Entrance)

#### **4. SUPPORTING INFORMATION (Attached)**

- Parklet permit documentation

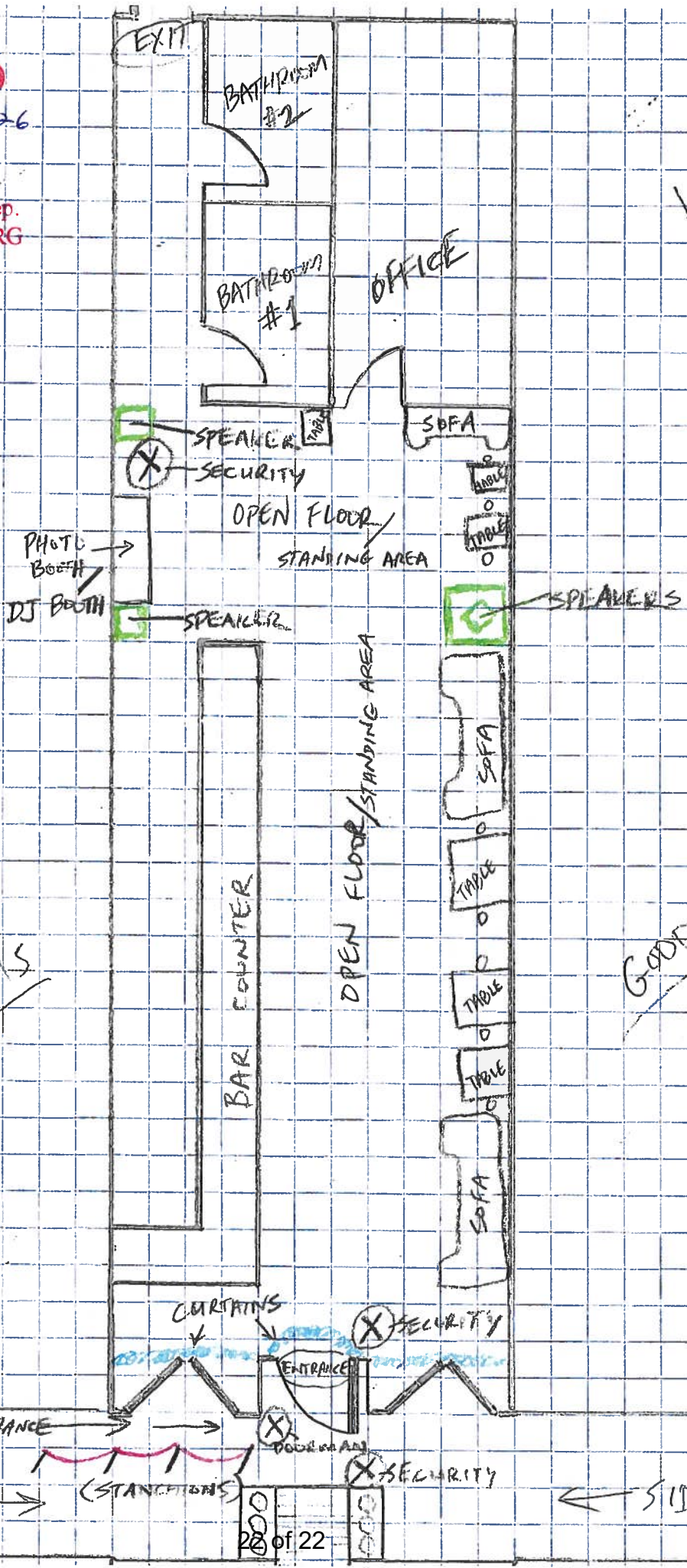
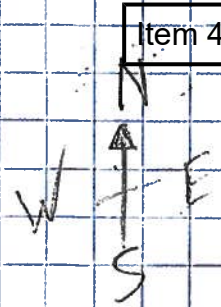
RECEIVED

CUP-0004-2026

MAY 12 2026

Planning & Building Dep.  
CITY OF HEALDSBURG

Item 4.a



Dutch  
DOR  
Doughnuts

GOODNIGHTS

← SIDEWALK →

← SIDEWALK →