



A Tradition of Stewardship
A Commitment to Service

Planning, Building & Environmental Services

1195 Third Street, Suite 210
Napa, CA 94559
www.countyofnapa.org

Hillary Gitelman
Director

MEMORANDUM

To: Ron Gee, Planning Division	From: Jeannette Doss, Engineering and Conservation Division <i>JD</i>
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Date: April 2, 2013	Re: Hartwell Vineyards Use Permit - Engineering CoA 5795 Silverado Trail, Napa, CA P11-00389 APN 039-040-004
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The Engineering Division received a referral for comment on a modification to an existing use permit for Hartwell Vineyards, generally requesting the following:

To increase the production capacity from 12,000 gallons per year to 36,000 gallons per year; increase the on-site parking spaces; increase the number of employees; and expand the visitor and marketing plan.

After careful review of the use permit modification package submittal the Engineering Division recommends approval of the project with the following recommended conditions:

EXISTING CONDITIONS:

1. Napa County parcel 039-040-004 is located on Silverado Trail.
2. A left turn lane has been constructed on Silverado Trail to facilitate northbound traffic turning onto the winery access road.
3. The existing parcel is approximately 29.81 acres.
4. Parcel is currently developed with a winery, and several other mixed use buildings.

RECOMMENDED CONDITIONS:

PARKING:

Planning Division Open Space (707) 253-4417 (707) 259-5933	Building Division (707) 253-4417	Engineering & Conservation (707) 253-4417	Environmental Health (707) 253-4471	Parks &
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1. Any parking proposed by the applicant or required by the Planning Commission as a condition of this permit must conform to the requirements of the latest edition of the Napa County Road and Street Standards.

NEW PRIVATE ACCESS ROADS AND DRIVEWAYS:

2. All roadway construction associated with this application shall conform to the current Road and Street Standards of Napa County at the time of building permit submittal and accepted construction and inspection practices.
3. Access drives shall meet the requirements of a commercial drive and be a minimum of 18 feet wide with 2 feet of shoulder. Structural section shall be a minimum two inches of asphalt concrete surface over five inches of Class II Aggregate or equivalent. (County Road and Street Standards, Page 12, Par. 13).
4. The applicant must obtain an encroachment permit from the Public Works Department for any work performed within the Napa County Right-of-Way.

SITE IMPROVEMENTS:

5. All on site civil improvements proposed, including but not limited to the excavation, fill, general grading, drainage, curb, gutter, surface drainage, storm drainage, parking, and drive isles, shall be constructed according to plans prepared by a registered civil engineer, which will be reviewed and approved by this office prior to the commencement of any on site land preparation or construction. Plans shall be submitted with the building and/or grading permit documents at the time of permit application. A plan check fee will apply.
6. Proposed drainage for the development shall be shown on the improvement plans and shall be accomplished to avoid the diversion or concentration of storm water runoff onto adjacent properties. Plan shall also indicate the path and changes in runoff.
7. Grading and drainage improvements shall be constructed according to the latest "Napa County Road and Street Standards" and the California Building Code. Specifically, all cuts and fills slopes shall be setback to meet the latest CBC.
8. If excess material is generated that cannot be used onsite, the Owner shall furnish to the Napa County Planning, Building and Environmental Services Department evidence that the Owner has entered into agreements with the property owners of the site involved and has obtained the permits, licenses and clearances prior to commencing any off-hauling operations.

OTHER RECOMMENDATIONS:

9. Prior to any increase in visitation, increase in production, or increase in the intensity of use the driveway and parking improvements as outlined above shall be implemented.

CONSTRUCTION STORMWATER REQUIREMENTS:

10. Any Project that requires a building or grading permit shall complete a Napa County Construction Site Runoff Control Requirements Appendix A - Project Applicability Checklist and shall submit this form to the Napa County Planning, Building and Environmental Services Department for review.
11. All earth disturbing activities shall include measures to prevent erosion, sediment, and waste materials from leaving the site and entering waterways both during and after construction in conformance with the Napa County Stormwater Ordinance 1240 and the latest adopted state regulations. Best Management Practices (BMPs) shall also be implemented to minimize dust at all times.
12. Any construction activity that equals or exceeds one acre of total disturbed area shall prepare a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the regulations of California Regional Water Quality Control Board (SRWQCB) and shall file a Notice of Intent (NOI) prior to commencement of any construction activity. The completed SWPPP shall be submitted to the Napa County Planning, Building and Environmental Services Department for review.
13. All hazardous materials stored and used on-site during construction that could cause water pollution (e.g. motor oil, cleaning chemicals, paints, concrete, etc.) shall be stored and used in a manner that will not cause pollution, with secondary containment provided. Such storage areas shall be regularly cleaned to remove litter and debris. Any spills shall be promptly cleaned up and appropriate authorities notified.
14. All trash enclosures must be covered and protected from rain, roof, and surface drainage.
15. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.

POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS:

16. Project must conform and incorporate all appropriate Site Design, Source Control and Treatment Control Best Management Practices as required by the Napa County manual for *Post-Construction Runoff Management Requirements* which is available at the Planning, Building and Environmental Services Department office.

17. Post-development runoff volume shall not exceed pre-development runoff volume for the 2-year, 24-hour storm event. Post-development runoff volume shall be determined by the same method used to determine pre-development conditions. If post-development runoff volume exceeds pre-development runoff volume after the site design BMPs are incorporated into the project's overall design, a structural BMP (e.g. bio-retention unit) may be used to capture and infiltrate the excess volume.
18. Loading/unloading dock and processing areas must be covered or designed to preclude stormwater run-on and runoff. All direct connections to storm drains from depressed loading docks (truck wells) are prohibited.
19. Parking lots and other impervious areas shall be designed to drain through grassy swales, buffer strips, sand filters or other sediment control methods which will be approved by this Department. If any discharge of concentrated surface waters is proposed into any "Waters of the State," the permittee shall consult with and secure any necessary permits from the State Regional Water Quality Control Board prior to the issuance of applicable construction permits.
20. In design of retention facilities, the maximum percolation rate shall be two inches per hour.
21. For on-site common retention basins, the side slopes shall not exceed 3:1.
22. Provide concrete stamping, or equivalent, of all stormwater conveyance system inlets and catch basins within the project area with prohibitive language (e.g., "No Dumping – Drains to Napa River"). Signage shall identify the receiving water the drain discharges to and include a message in Spanish.
23. Trash storage areas shall be paved with an impervious surface, designed not to allow run-on from adjoining areas, and screened or walled to prevent off-site transport of trash. Trash storage areas must contain a roof or awning to minimize direct precipitation or contain attached lids on all trash containers that exclude rain.
24. Prior to final occupancy the property owner must legally record an *"implementation and maintenance agreement"* approved by the Public Works department to ensure all post-construction structures on the property remain functional and operational for the indefinite duration of the project.
25. Each year the entity responsible for maintenance is required to complete an annual report. The report shall be signed by the property owner and include copies of completed inspection and maintenance checklists to document that maintenance

activities were conducted during the previous year. The annual report shall be retained for a period of at least five years and made available upon request by the County.

Any changes in use may necessitate additional conditions for approval.

If you have any questions regarding the above items please contact Jeannette Doss at 253-4417. For groundwater questions and/or traffic questions, please contact the Napa County Department of Public Works at (707) 253-4351 and ask for Anna Maria Martinez (groundwater) or Paul Wilkinson (traffic).



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Planning, Building & Environmental Services

1195 Third Street, Suite 210
Napa, CA 94559
www.countyofnapa.org

Hillary Gitelman
Director

MEMORANDUM

To: Ron Gee, Project Planner	From: Kim Withrow, Senior Environmental Health Specialist
Date: March 28, 2013	Re: Hartwell Vineyards, 5795 Silverado Trail AP # 039-040-004 File # P11-00389

The application requesting approval to increase visitation and production and expand the marketing program among other items detailed in application materials has been reviewed. This Division has no objection to approval of the application with the following conditions of approval:

1. A permit for the proposed hold and haul system must be secured from this Division prior to approval of a building clearance (or issuance of a building permit) for any structure that generates wastewater to be disposed of by this system or within 90 days of use permit approval if no building permit is required.
2. Plans for the proposed hold and haul system shall be designed by a licensed Civil Engineer or Registered Environmental Health Specialist and be accompanied by complete design criteria based upon local conditions. No building clearance (or issuance of a building permit) for any structure that generates wastewater to be disposed of by this system will be granted until such plans are approved by this Division.
3. An annual hold and haul system monitoring permit must be obtained for the hold and haul system prior to issuance of a final on the project. The monitoring, as required by this permit, must be fully complied with.
4. Prior to the approval of a building permit or within 90 days of use permit approval if no building permit is required, an inspection of the existing sewage disposal system must be performed by a licensed sewage contractor and a report submitted to this Division for review and approval.
5. The water system must continue to be operated in conformance with the California Safe Drinking Water Act.

6. Within 30 (thirty) days of initiation of the use or change of tenants, an updated Hazardous Materials Business Plan or a Business Activities Page shall be submitted and approved by this Division.
7. During the construction, demolition, or renovation period of the project the applicant must use the franchised garbage hauler for the service area in which they are located for all wastes generated during project development, unless applicant transports their own waste. If the applicant transports their own waste, they must use the appropriate landfill or solid waste transfer station for the service area in which the project is located.
8. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
9. Adequate area must be provided for collection of recyclables. The applicant must work with the franchised garbage hauler for the service area in which they are located, in order to determine the area and the access needed for the collection site.
10. All diatomaceous earth/bentonite must be disposed of in an approved manner. If the proposed septic system is an alternative sewage treatment system the plan submitted for review and approval must address bentonite disposal.



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Department of Public Works

1195 Third Street, Suite 201
Napa, CA 94559-3092
www.co.napa.ca.us/publicworks

Main: (707) 253-4351
Fax: (707) 253-4627

Steven E. Lederer
Director

GROUNDWATER MEMORANDUM

DATE: October 08, 2012

TO: Conservation Development and Planning Department

FROM: Annamaria Martinez, Assistant Engineer *AM*
Phone: 707-259-8378
Email: annamaria.martinez@countyofnapa.org

SUBJECT: Hartwell Winery, APN# 039-070-004 & 039-040-025 & 039-070-026, P11-00389-MOD

The applicant requests a modification to an existing winery use permit to increase production from 12,000 gpy to 36,000 gpy, to increase visitation, expand marketing plan, to allow catered food service, and to allow for a custom crush option. The project parcels are located on Silverado Trail in Napa.

COMMENTS:

1. The parcels are located in the "Valley Floor" region.
2. The winery has an approved production of 12,000 gpy.
3. The existing use for parcel 039-040-004 is estimated to be 4.27 acre-feet per year.
4. The existing use for parcel 039-040-025 is estimated to be 0.61 acre-feet per year.
5. The existing use for parcel 039-040-026 is estimated to be 0.48 acre-feet per year.

RECOMMENDED CONDITIONS:

1. We have reviewed the phase one, water availability analysis for the proposed project for parcel 019-040-004. The 29.81-acre parcel is located in the valley floor area with an extraction threshold of 1.0 AF/Acre, resulting in a total parcel threshold of 29.81 AF/Year. The estimated water demand of 4.42 AF/Year is below established threshold for the property.
2. We have reviewed the phase one, water availability analysis for the proposed project for parcel 019-040-025. The 42.76-acre parcel is located in the valley floor area with an extraction threshold of 1.0 AF/Acre, resulting in a total parcel threshold of 42.76 AF/Year. The estimated water demand of 0.61 AF/Year is below established threshold for the property.

3. We have reviewed the phase one, water availability analysis for the proposed project for parcel 019-040-026. The 16.99-acre parcel is located in the valley floor area with an extraction threshold of 1.0 AF/Acre, resulting in a total parcel threshold of 16.99 AF/Year. The estimated water demand of 0.48 AF/Year is below established threshold for the property.

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Based on the information provided, the projected groundwater usage for all of the project parcels should not have a significant impact on static water levels of neighboring wells.

No further analysis is necessary.



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Napa County Fire Department
Fire Marshal's Office
1199 Big Tree Road
St. Helena, CA 94574

Office: (707) 967-1419
Fax: (707) 967-1474

Pete Muñoa
Fire Marshal

INTER-OFFICE MEMORANDUM

TO: Ron Gee
Conservation, Development and Planning Department

FROM: Brian Hampton
Fire Department

DATE: December 20, 2011

SUBJECT: P11-00389 APN # 039-040-004

SITE ADDRESS: 5795 Silverado Trail

The Napa County Fire Marshal's Office has reviewed the Use Permit application to increase visitation and production from 12,000 gallons per year to 36,000 gallons per year. We would like to request the following comments and/or conditions be incorporated as project conditions if the Planning Commission approves the project.

1. This current application and scope of the project does not warrant any new fire protection conditions or comments.