



A Tradition of Stewardship  
A Commitment to Service

Planning, Building & Environmental Services

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

Pete Parkinson  
Interim Director

MEMORANDUM

To: Linda St. Claire, Project Planner	From: Kim Withrow, Senior Environmental Health Specialist
Date: November 5, 2013	Re: Use Permit – Martini Winery, 254 South St. Helena Highway APN: 030-020-032 Project #: P12-00202

The application requesting approval to construct a new building, remodel interiors and change the permitted use in some buildings, construct a commercial kitchen and revise the marketing plan 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. Complete plans and specifications for the food preparation, service area(s), storage area(s) and the employee restrooms must be submitted for review and approval by this Division prior to issuance of any building permits for said areas. Proposed outdoor kitchen must be constructed in accordance with the California Retail Food Code (Cal Code) and be included in food plans required above. An annual permit to operate a food facility will be required prior to this Division granting final occupancy.
2. The existing well(s) must be properly protected from potential contamination and an approved backflow prevention device installed according to the City of St. Helena's specifications.
3. The winery and related development must remain connected to the City of St. Helena water system as detailed in the water service agreement between City of St. Helena and Martini Winery dated March 2013. Furthermore, groundwater may only be used for process and irrigation. Groundwater from the onsite well *is not* approved for domestic use unless the applicant first complies with the California Safe Drinking Water Act and obtains a public water system permit.

All plumbing modifications to facilitate the use of groundwater in the processing facility must be included in the building permit package and be approved by the Napa County Building Division.

Planning Division  
(707) 253-4417

Building Division  
(707) 253-4417

Engineering & Conservation  
(707) 253-4417

Environmental Health  
(707) 253-4471

Parks & Open Space  
(707) 259-5933

4. 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.
5. The applicant shall file a Notice of Intent (NOI) and complete a Storm Water Pollution Prevention Plan with the State of California Water Resources Control Board's (SWRCB) Industrial Permitting program, if applicable, within 30 days of receiving a temporary or final certificate of occupancy. Additional information, including a list of regulated SIC codes, may be found at: [http://www.swrcb.ca.gov/water\\_issues/programs/stormwater/industrial.shtml](http://www.swrcb.ca.gov/water_issues/programs/stormwater/industrial.shtml)

Additionally, the applicant shall file for a storm water permit from this Division, if applicable, within 30 days of receiving a temporary or final certificate of occupancy. Certain facilities may be exempt from storm water permitting. A verification inspection will be conducted to determine if exemption applies.

6. The use of the absorption field/drain field area shall be restricted to activities which will not contribute to compaction of the soil with consequent reduction in soil aeration. Activities which must be avoided in the area of the septic system include equipment storage, traffic, parking, pavement, livestock, etc.
7. An annual alternative sewage treatment system monitoring permit must be obtained for the relocated sanitary waste water treatment and disposal system prior to issuance of a final on the project. The septic system monitoring, as required by this permit, must be fully complied with.
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. 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.
10. 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. The garbage and recycling enclosure must meet the enclosure requirements provided during use permit process and be included on the building permit submittal.
11. 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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Hillary Gitelman  
Director

## MEMORANDUM

To: Linda St. Claire, Planning Division

From: Jeannette Doss, Engineering and Conservation Division *JD*

Date: October 23, 2013

Re: Martini Winery  
Use Permit – Engineering CoA  
254 St. Helena Hwy, St. Helena, CA  
P12-00202 APN 030-020-032

The Engineering Division received a referral for comment on a new use permit for the Martini Winery, generally requesting the following:

*To construct a 28,600 square foot addition (Building D) to the existing cooperage; 2) construct an 8,385 square foot tank pad/production area on the east side of the cooperage addition; 3) construct a 8,116 square foot canopy over an existing crushpad; 4) demolish the existing 10,000 square foot office/laboratory/tasting room addition to the historic winery building (Building A) and relocate these uses; 5) demolish the 5,000 square foot metal building south of the Monte Rosso Building and move the existing uses to Building C; 6) remove the existing temporary employee bathroom/locker room trailers and relocate the uses to Building C; 7) installation of a left turn lane (installation of the TWLTL on SR-29 in 2015 will satisfy this condition); 8) relocate the existing northern access road 180 feet to the south, to serve as the main entrance; 9) relocate the existing monument sign as part of the road realignment; 10) realign the existing southern access road for winery truck traffic; 11) relocate visitor and employee parking; 12) reduce public tours and tastings from 1500 per week to a maximum of 1400 visitors per week; 13) add tours and tastings by appointment only for a maximum of 296 visitors per week; 14) modify the marketing plan to include one (1) event per year with a maximum of 75 guests, one (1) event per year with a maximum of 200 guests, one (1) event per year with a maximum of 225 guests, and one (1) harvest event per year with a maximum of 500 guests; 15) allow a commercial kitchen; 16) increase employees from 32 full-time and 10 part-time to 54 full-time and 15 part-time; 17) increase parking from 104 to 109 spaces with five ADA spaces; 18) changes the hours of operation from 7:30am-5:00pm to 7:00am-6:00pm; 19) upgrade to the landscaping; 20) replace and relocate the septic system; 21) allow Evans Bill (AB2004) on-premise consumption, adjacent to the existing winery structures, and; 22) re-instate the historic winery wall sign on the west face of the original winery structure.*

After careful review of the Martini Winery Use Permit Modification submittal package the Engineering Division recommends approval of the project with the following recommended conditions:

Planning Division (707) 253-4417	Building Division (707) 253-4417	Engineering & Conservation (707) 253-4417	Environmental Health (707) 253-4471	Parks & Open Space (707) 259-5933
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**EXISTING CONDITIONS:**

1. Existing parcel is approximately 27.83 acres.
2. Parcel is located the southeastern corner of State Highway 29 and Chaix Lane, bordering the City of St. Helena limits.
3. Site is currently developed with a winery.

**RECOMMENDED CONDITIONS:**

**PARKING:**

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.
2. Structural section of all drive isles shall be calculated by a licensed Civil or Geotechnical Engineer to hold a minimum H20 loading and shall conform to the procedures contained in Chapter 600 of the State of California Department of Transportation Design Manual or approved equivalent.

**NEW PRIVATE ACCESS ROADS AND DRIVEWAYS:**

3. All roadway construction associated with this application shall conform to the current Road and Street Standards of Napa County at the time of permit submittal and accepted construction and inspection practices.
4. 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).
5. Horizontal inside radius of curvature of roadways and driveways shall be no less than 50 ft (County Road and Street Standards, Page 14, Section 15).
6. All driveway access to the public right of way must conform to the latest edition of the Napa County Road and Street Standards (Page 65, Detail P-4). Outbound driveway widths shall be a minimum of 25 feet to accommodate turning movements of large trucks.
7. Applicant shall provide an emergency vehicle turnaround facility within 50 ft of any proposed new buildings (County Road and Street Standards, Page 35).
8. The applicant must obtain an encroachment permit prior to any work performed within the Napa County Right-of-Way.

9. The applicant must obtain an encroachment permit from the California Department of Transportation for any work performed within the State Right-of-Way.

#### **SITE IMPROVEMENTS:**

10. 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.
11. 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.
12. 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.

#### **OTHER RECOMMENDATIONS:**

13. Prior to the issuance of any grading or building permit, or the signing of improvement plans, the permittee and County shall survey and document the condition of the nearest County roads before construction begins, and then reevaluate conditions at the end of construction. Prior to Occupancy of any buildings or commencement of any use, the permittee shall be responsible for repair of any pavement degraded due to its construction vehicles.
14. The project shall incorporate the left turn lane construction along State Route 29 as required by the Department of Transportation and discussed in the Omni-Means project traffic study. *(Note: It is the County's understanding that the applicant has paid into a fair share agreement with the California Department of Transportation for the construction of a two-way left turn lane scheduled to be complete by 2015 that will satisfy this condition.)*

#### **CONSTRUCTION STORMWATER REQUIREMENTS**

15. 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 Engineering Division of the Napa County Planning, Building, and Environmental Services Department for review.
16. 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.

17. 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 Department of Public Works for review.
18. 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.
19. All trash enclosures must be covered and protected from rain, roof, and surface drainage.
20. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.

#### **POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS**

21. 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.
22. 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.
23. 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.
24. In design of retention facilities, the maximum percolation rate shall be two inches per hour.
25. For on-site common retention basins, the side slopes shall not exceed 3:1.



26. 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.
27. 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.
28. Prior to final occupancy the property owner must legally record an *"implementation and maintenance agreement"* approved by the Planning, Building, and Environmental Services Department to ensure all post-construction structures on the property remain functional and operational for the indefinite duration of the project.
29. 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.







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**Department of Public Works**

1195 Third Street, Suite 201  
Napa, CA 94559-3092  
[www.co.napa.ca.us/publicworks](http://www.co.napa.ca.us/publicworks)

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

**Steven E. Lederer**  
Director

## GROUNDWATER MEMORANDUM

**DATE:** October 9, 2013

**TO:** Conservation Development and Planning Department

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

**SUBJECT:** Louis Martini Winery, APN# 030-020-032 & 030-240-033, P12-00202

The applicant requests a modification to an existing winery use permit.

### COMMENTS:

1. The parcels are located in the "Valley Floor" region.
2. The winery has an approved production of 2,000,000 gpy.
3. The existing use for parcel 030-020-032 is estimated to be 17.5 acre-feet per year.
4. The existing use for parcel 030-240-033 is estimated to be 3.9 acre-feet per year.
5. Additionally, the applicant has entered into a water agreement with the City of St. Helena with an annual limit of 12,000,000 gallons.

### RECOMMENDED CONDITIONS:

1. We have reviewed the phase one, water availability analysis for the proposed project for parcel 030-240-033. The 10.00-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 10.00 AF/Year. The estimated water demand of 3.9 AF/Year is below established threshold for the property and equal to the current existing use.
2. We have reviewed the phase one, water availability analysis for the proposed project for parcel 030-020-032. The 17.8-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 17.8 AF/Year. The estimated water demand of 16.2 AF/Year is below established threshold for the property and less than the current existing use.

As stated above, the applicant has entered into a water supply agreement with the City of St. Helena for an annual supply not to exceed 12,000,000 gallons, or 36.8 AF/Year. By combining the annual volume of water from the City of St. Helena and the projected amount to be used from groundwater sources from the parcel, the applicant states that they will be capable of meeting the annual demand of 53 AF/Year for winery operations.

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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

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TO: Linda ST Claire  
Conservation, Development and Planning Department

FROM: Brian Hampton  
Fire Department

DATE: June 28, 2012

SUBJECT: P12-00202/P09-00137                      APN# 030-020-001; 030-240-003

**SITE ADDRESS: 4380 Silverado Trail**

The Napa County Fire Marshal's Office has reviewed the Use Permit application to resurrect Major Mod P09-00137; add buildings, upgrade/change driveway & parking, add commercial kitchen; add additional marketing plans; reduce public tours & tastings. We would like to request the following conditions be incorporated as project conditions if the Planning Commission approves the project.

1. This current application does not warrant any new fire protection conditions. Applicant shall comply with all items in letter dated April 29, 2009.





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**Conservation, Development and Planning**

1195 Third Street, Suite 210  
Napa, CA 94559  
www.co.napa.ca.us

Main: (707) 253-4417  
Fax: (707) 253-4336

**Hillary Gitelman**  
Director

6-26-12

**Building Inspection Department review comments for inclusion with:**

Planning Department permit: P12-00202 Use Permit Major Modification

Status of Building Department review of this Permit: Approved

At property: APN 030-020-032 -000  
254 ST HELENA HWY, ST HELENA, CA 94574

Owner: G3 Properties Inc; DBA Louis M Martini Winery

Description of permit: Modification to 1984 Use Permit to: 1) Construct new 29,000 sq ft cooperage addition; 2) Construct 8,500 sq ft tank pad/crush pad with 8,000 sq ft cover; 3) Demolish 10,000 sq ft office/lab tastings room {non-historic additions to historic building}; 4) Remove 5,000 sq ft metal building; 5) Increase employees from 42 to 54 FT & 15 PT; 6) Relocate northern driveway 180 feet to the south and use only for employees and visitors; 7) Relocate southern driveway and use only for trucks; 8) Relocate employee and visitor parking; 9) Utilize existing kitchen for preparation or catering for food pairings; 10) Site changes include landscaping to property and parking areas and addition of left turn lane; 11) Move and upgrade wastewater septic. Visitation- Reduction in pre-WDO visitors numbers from 1500 avg. per week to 1400 avg. per week. Changes to Marketing plan: add additional events- 1 per year with max 500 persons, 1 per year with max 75, 1 per year with max 200, 1 per year with max 225 and 12 events per week with max 25 persons per event.

Comments:

The Building Department is not reviewing this project for compliance with CA Building Standards at this time; it is only reviewing the proposed Planning entitlement. The Building Department has no issues or concerns with the approval of the Use Permit Major Modification; it is a planning entitlement only and doesn't in itself authorize any construction or change in occupancy. No significant California Building Standards Code issues can be foreseen at this time based on the information presented. Any such issues will be dealt with during future building permit application and review processes.

All plans and documents for commercial projects are required by State Law to be prepared and coordinated under the direction of a California Licensed Architect, or

other allowable properly CA-Licensed Design Professional in Responsible Charge (Business and Professions Code, Chapter 3, Division 3 & California Building Code, Appendix Chapter 1).

Prior to any future construction work or change in occupancy applicable building permits for the work must first be obtained; all work must comply with all applicable code requirements, including accessibility requirements of CBC Chapter 11B. Submit complete & appropriate plans, specifications, energy compliance and engineering, etc. when applying for permits.

**Eric Banvard**

Plans & Permit Supervisor

Conservation Development & Planning

Napa County, CA 94559

# INTER-OFFICE MEMO

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TO: Hillary Gitelman, Director  
Conservation, Development, and Planning Department

FROM: Alicia Amaro, Fire Department

DATE: April 29, 2009

SUBJECT: Martini Winery Use Permit Modification Comments  
Apn: 030-020-001, 030-240-003 P09-00137

**Site Address: 254 St. Helena Highway, St. Helena**

The Napa County Fire Marshal staff has reviewed the Use Permit Modification application to add 28,600 square feet to the existing 33,390 square foot production building with an attached 8,500 square foot covered tank pad/production area, and to add an attached 8,000 covered canopy to the existing winery building. We recommend the following items be incorporated as project conditions or mitigation measures if the commission approves the project.

1. **All construction and use of the facility shall comply with all applicable standards, regulations, codes and ordinances at time of building permit issuance.**
2. An approved automatic fire sprinkler system will be required for all proposed structures **3,600** feet or greater. The fire sprinkler system shall be installed and maintained in accordance with the *National Fire Protection Association Standard (NFPA) #13 (Installation of Automatic Sprinkler Systems 2002 edition)*. A minimum of 60 minutes of water storage for the sprinkler system will be required.
3. The minimum required fire flow for the protection of the proposed project is 875 gallons per minute for 60 minutes duration at 20 pounds residual water pressure with a water storage volume of 52,500 gallons. The fire flow is based on the total square footage of the existing production building, new addition and the attached covered production area and the construction type. The fire flow has been reduced by 50% because the winery will be protected by an automatic fire sprinkler system. The fire flow and storage volume in a sprinklered building is in addition to the water demand for the sprinkler system.
4. A fire pump may be required to meet the fire flow requirements. The fire pump shall be installed and maintained in accordance to the *National Fire Protection Standard #20 (Installation of Stationary Pumps for Fire Protection 2003 edition)*. Fire pumps



are required to be listed and tested by an approved testing agency and are required to be either diesel driven or electric. Electric fire pumps also require a secondary power source.

5. The private fire service mains shall be installed and maintained in accordance with the *National Fire Protection Standard # 24 (Installation of Private Fire Service Mains and Their Appurtenances 2002 edition)*.
6. The location, number and type of fire hydrants connected to the water supply shall be in accordance with the *California Fire Code, 2007 edition*. A fire hydrant will be required within 250 feet of all exterior portions of the structure.
7. All post indicator valves, control valves, waterflow devices and fire pumps shall be monitored by an approved remote station or central alarm monitoring company. Digital alarm communicator system panel shall be installed and maintained in accordance with the *National Fire Protection Standard #72 (Fire Alarm Code, 2002 edition)*.
8. Fire apparatus access roads shall be provided to within 150 feet of all portions of the structures. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet at the building site and an unobstructed vertical clearance of not less than 15 feet.
9. Access roads from the public and/or private right-of- ways to the project/ building site shall comply with Napa County Road and Street Standards and shall be reviewed by the Napa County Public Works Department.
10. The request for beneficial occupancy ***will not*** be considered until all fire and life safety issues have been installed, tested and finalized.
11. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with a surface so as to provide driving capabilities in all weather conditions. Said access shall be provided prior to any construction or storage of combustible materials on site.
12. An approved access walkway shall be provided to all exterior doors and openings required by either the *California Building Code* or *California Fire Code*. A concrete walkway or other approved hard surface will meet the intent of the access walkway requirement. Adequate space adjacent to the access walkway, vertically and horizontally, shall be provided to allow firefighters to access required building openings in order to effectively perform rescue operations and allow for equipment maneuverability. Any landscaping adjacent to the access walkway shall be such that it does not obstruct the functional purpose of the walkway upon maturity.
13. The approved address numbers shall be placed on the building by the applicant in such a position as to be plainly visible and legible from the street or streets fronting

the property and shall be placed as to be seen from all entrances. Proposed address shall be indicated on the elevation drawings contained within the building plan submittal. The address numbers shall be a minimum of 4" in height, contrasting in color with their background and shall be illuminated.

14. An approved project sign shall be placed at vehicle access points into the project during construction to assist emergency responders. The sign shall identify the project name and address. Such signs shall be clearly visible and legible from the street fronting the project.
15. The applicant shall properly identify all required fire lanes. Fire lanes shall be painted red with white letters to read "NO PARKING FIRE LANE CVC 22500.1, stenciled every 30 feet on top of the curb.
16. Buildings with high piled storage exceeding 12 feet in height shall be equipped with smoke and heat vents and curtain boards in accordance with the *California Fire Code, Chapter 23, 2007 edition*.
17. Firefighter access doors in high piled storage occupancies shall be installed every 100 linear feet per the *California Fire Code, Chapter 23, 2007 edition*.
18. Currently serviced and tagged fire extinguishers with a minimum rating of 2A10BC shall be provided within 75 feet of travel distance from any portion of the facility and shall be mounted 3 1/2 to 5 feet to the top of the extinguisher.
19. All exit doors shall be operable without the use of a key or any special knowledge or effort.
20. Illuminated exit signs and emergency back up lighting shall be installed throughout the building per the *California Building Code, section 1004, 2007 edition*.
21. A Knox cabinet will be required to allow emergency vehicle access to the site. Because an alarm system is required the Knox cabinet will require "tamper monitoring".
22. The Knox cabinet shall have one or all of the following items placed in the Knox cabinet, dependant on requirements of this facility:
  1. A minimum of 2 master keys to the structure(s) for emergency access.
  2. 2 scaled site plans of the facility, identifying all buildings, hydrants, fire department access around the facility, and location of all water, electric, and gas shut-off valves.
  3. 2 scaled floor plans of all structures showing doors, offices, etc.
  4. Napa County Hazardous Materials Business including all MSDS forms, etc.
  5. **A digital file of the site and floor plans in a PDF format must be submitted at building final in addition to the hard copies listed above.**

23. A complete set of Building Plans shall be submitted to the Fire Department for review and approval for egress requirements.
24. Barricades shall be provided to protect any natural gas meter, fire hydrant, or other fire department control device, which may be subject to vehicular damage. Approved signs may be required to identify the location of fire protection devices.
25. Technical assistance in the form of a fire protection engineer or consultant acceptable, and reporting directly, to the NCFD shall be provided by the applicant at **no** charge to the County for the independent peer review of alternate methods proposals.
26. Plans detailing compliance with the fire and life safety conditions-of-approval shall be submitted to the Napa County Fire Marshal's Office for review and approval prior to building permit issuance and /or as described above.
27. "Fire Plan Review and Inspection" fees shall be paid to the Fire Department for all applicable plan review and inspection work at the established hourly rate as adopted by the Napa County Board of Supervisors by resolution.

Please feel free to contact the Napa County Fire Marshal's Office at (707) 967-1425 to discuss any fire protection issues you may have regarding your project.

Alicia Amaro  
Assistant Fire Marshal