



A Tradition of Stewardship
A Commitment to Service

FILE # 13-00361

COUNTY OF NAPA
PLANNING, BUILDING, AND ENVIRONMENTAL SERVICES
1195 Third Street, Suite 210, Napa, California, 94559 • (707) 253-4417

MAJOR

MINOR MODIFICATION APPLICATION FORM

FOR OFFICE USE ONLY	
ZONING DISTRICT: <u>IP: AC Light Industrial Business Park</u>	Date Submitted: <u>10/18/13</u>
TYPE OF APPLICATION: <u>Minor Mod (Major)</u>	Date Published: _____
REQUEST: <u>request for existing facility to operate as seasonal winery</u>	Date Complete: _____

TO BE COMPLETED BY APPLICANT

(Please type or print legibly)

PROJECT NAME: <u>ROMBAUER VINEYARDS</u>	
Assessor's Parcel #: <u>057-240-013 (PTN)</u>	Existing Parcel Size: <u>1.84 ACRES</u>
Site Address/Location: <u>615-617 AIRPARK ROAD, NAPA, CA 94558</u>	
Property Owner's Name: <u>ROMBAUER VINEYARDS, INC, A CALIFORNIA CORPORATION</u>	
Mailing Address: <u>3522 SILVERADO TRAIL NORTH, ST. HELENA, CA 94574</u>	
Telephone #: <u>(707) 963-5170</u>	Fax #: <u>(707) 963-5752</u> E-Mail: _____
Applicant's Name: <u>ROMBAUER VINEYARDS, INC, A CALIFORNIA CORPORATION</u>	
Mailing Address: <u>3522 SILVERADO TRAIL NORTH, ST. HELENA, CA 94574</u>	
Telephone #: <u>(707) 963-5170</u>	Fax #: <u>(707) 963-5752</u> E-Mail: _____
Status of Applicant's Interest in Property: <u>OWNER</u>	
Representative Name: <u>LYNN SLETT</u>	
Mailing Address: <u>3522 SILVERADO TRAIL NORTH, ST. HELENA, CA 94574</u>	
Telephone #: <u>(707) 963-6629</u>	Fax #: <u>(707) 963-5752</u> E-Mail: <u>LYNNS@ROMBAUER.COM</u>

I certify that all the information contained in this application, including but not limited to the information sheet, water supply/waste disposal information sheet, site plan, floor plan, building elevations, water supply/waste disposal system site plan and toxic materials list, is complete and accurate to the best of my knowledge. I hereby authorize such investigations including access to County Assessor's Records as are deemed necessary by the County Planning Division for preparation of reports related to this application, including the right of access to the property involved.

ROMBAUER VINEYARDS, INC.

BY: ROMBAUER VINEYARDS, INC.
Koerner Rombaue Signature of Property Owner Date _____
KOERNER ROMBAUER
PRESIDENT Print Name

BY: _____
Koerner Rombaue Signature of Applicant Date _____
KOERNER ROMBAUER
PRESIDENT Print Name

ITS: PRESIDENT ITS: PRESIDENT

TO BE COMPLETED BY PLANNING, BUILDING AND ENVIRONMENTAL SERVICES

Application Fee \$ 5,248.74 Receipt No. 98806 Received by: SS Date: 10/18/13



A Tradition of Stewardship
A Commitment to Service

FILE # P13-00362

COUNTY OF NAPA
PLANNING, BUILDING, AND ENVIRONMENTAL SERVICES
1195 Third Street, Suite 210, Napa, California, 94559 • (707) 253-4417

MINOR MODIFICATION APPLICATION FORM

FOR OFFICE USE ONLY

ZONING DISTRICT: IP: AC Date Submitted: 10/18/13
TYPE OF APPLICATION: Very minor mod Date Published: _____
REQUEST: _____ Date Complete: _____

TO BE COMPLETED BY APPLICANT

(Please type or print legibly)

PROJECT NAME: ROMBAUER VINEYARDS

Assessor's Parcel #: 057-240-015 Existing Parcel Size: 5.95 ACRES

Site Address/Location: 601 AIRPARK NAPA CA 94558
No. Street City State Zip

Property Owner's Name: SEE ATTACHED

Mailing Address: 3522 SILVERADO TRAIL NORTH ST. HELENA CA 94574
No. Street City State Zip

Telephone #: (707) 963-5170 Fax #: (707) 963-5752 E-Mail: _____

Applicant's Name: ROMBAUER VINEYARDS, INC.

Mailing Address: 3522 SILVERADO TRAIL NORTH ST. HELENA CA 94574
No. Street City State Zip

Telephone #: (707) 963-5170 Fax #: (707) 963-5752 E-Mail: _____

Status of Applicant's Interest in Property: LESSEE

Representative Name: LYNN S. SLETTO

Mailing Address: 3522 SILVERADO TRAIL NORTH ST. HELENA CA 94574
No. Street City State Zip

Telephone #: (707) 963-6629 Fax #: (707) 963-5752 E-Mail: LYNNS@ROMBAUER.COM

I certify that all the information contained in this application, including but not limited to the information sheet, water supply/waste disposal information sheet, site plan, floor plan, building elevations, water supply/waste disposal system site plan and toxic materials list, is complete and accurate to the best of my knowledge. I hereby authorize such investigations including access to County Assessor's Records as are deemed necessary by the County Planning Division for preparation of reports related to this application, including the right of access to the property involved.

SEE ATTACHED

Signature of Property Owner

Date

SEE ATTACHED

Signature of Applicant

Date

Print Name

Print Name

TO BE COMPLETED BY PLANNING, BUILDING AND ENVIRONMENTAL SERVICES

Application Fee \$ 2883.20

Receipt No. 98807

Received by: SS

Date: 10/18/13

Amended and Restated Overall Project Description

601 Airpark (APN 057-240-015) and 615 Airpark (APN 057-240-013 (ptn), Parcel 1)

In 2007, Rombauer Vineyards, a California corporation ("Winery") purchased property located at 601 Airpark Road which is comprised of a 5.95 acre parcel and has an existing barrel storage, office, fermentation, grape crushing, bottling and distribution facility ("601 Property"). The 601 Property lies within the Napa County Airport Area Specific Plan and IP Zoning District

Winery recently purchased the property located at 615 Airpark Road in the Napa Valley Gateway Business Park. The subject property, Parcel 1 of the Parcel Map of Westcore-AG Napa, L.P. filed August 8, 2013, in Book 27 of Parcel Maps at Pages 1 and 2, is comprised of approximately 1.84 acres and an existing office/warehouse building ("615 Property"). As indicated on Sheet T1 of the Use Permit Drawings, the 615 Property is directly south and contiguous with the existing 601 Property. In addition, 615 Property is behind an existing building on APN 057-240-014 and substantially screened from the street-views along Airport Road and Airpark Boulevard. The 615 Property also lies within the Napa County Airport Area Specific Plan and IP Zoning District.

Winery is seeking approval for a modification to the Use Permit for the 615 Property in order to modify the existing facility to operate as a seasonal winery. In addition, due to the fact that Winery desires to conduct contiguous operations between the 601 Property and the 615 Property, Winery also requests a very minor modification to its use permit for the 601 Property.

RECEIVED

DEC 27 2013

Napa County Planning, Building
& Environmental Services

615 Property Use Permit Modification Request

Development History of 615 Property:

615 Property is the second building developed on the larger 6.85 acre parcel, (APN 057-240-013); the first building to be developed was the Chalone Wine Group building. The property was developed in 1993/94 as a "spec building" by Nathan Construction (Panattoni Development) and consisted of a $\pm 26,279$ square foot, one story concrete tilt-up warehouse with two depressed loading docks. The first tenant improvement was constructed in 1994 and consisted of a $\pm 14,300$ square foot "Fulfillment Center" (packaging, warehousing & distributing written materials). In 1995, approval was given via the minor modification Use Permit process to use the remaining $\pm 12,000$ square foot portion of the building for electropolishing stainless steel fittings. Napa County approved a minor modification in 1998 to change the list of permissible uses within the building from warehouse with accessory use to any use allowable within the Industrial Park zoning district. This was followed by an expansion of the space in 2001 for Vincor USA for cork manufacturing.

615 Property Proposal:

Under this proposal, Winery requests approval to convert the existing building on the 615 Property into a seasonal crush and fermentation facility with a small amount of barrel storage. As indicated on the Use Permit Drawings prepared by Bartelt Engineering and vR/a-Architects the project will consist of the following improvements:

- **BUILDING IMPROVEMENTS**

1. New covered receiving dock canopy
2. New enclosed equipment building
3. Demolition / conversion of all the office areas to warehouse/production spaces
4. Upgrading the existing toilet rooms and break area

The improvements are further described on sheet A2 of the Use Permit Drawings prepared by vR/a Architects and include the following:

a. Covered receiving dock canopy	$\pm 3,245$ sf
b. Grape receiving/sorting/pressing	$\pm 1,700$ sf
c. Wine storage/fermentation (warehouse)	$\pm 17,368$ sf
d. Barrel storage warehouse	$\pm 7,031$ sf
e. Mechanical Equipment	± 970 sf
f. Toilet rooms / break area	± 180 sf

- **SITE / CIVIL IMPROVEMENTS**

1. Relocate/reconfigure the existing below grade receiving dock to accommodate larger trucks with covered unloading. Additionally, this reconfiguration will redirect the truck access through the 601 Property, and will include the construction of new; transition curbs, valley gutter, forklift ramp and concrete truck apron.
2. Minor grading and paving revisions to accommodate the new canopy and altered surface drainage patterns.
3. New and relocated parking
4. Addition of a below grade process wastewater capture and transfer tank in the new loading docks. Wastewater will be isolated and captured separately from storm-water and pumped into two 10,000 gallon equalization / aeration tanks inside the 615 Property building.
5. Install an open and graded trench to allow the transfer of production utilities between the 601 Property and the 615 Property.

- **PARKING AND BUILDING COVERAGE:** In accordance with the Specific Plan for the business park, and County Code section 18.110.030 as applicable, the proposal provides the following parking; 1 van-accessible and 25 regular spaces.

By removing / converting all the office areas back to warehouse the building is 80.1% storage/shipping receiving. In accordance with NCC §18.40.040 a building with 80%+ "Storage/Shipping Receiving" is allowed a site coverage of 40%. The site coverage for this proposal is calculated at 38%.

- **OPERATIONS:** Once remodeled, the proposed facility will house the following activities;
 1. Grape Receiving and Pressing; consisting of off-loading ½ ton bins from covered refrigerated delivery trucks into the warehouse for processing. The trucks will be weighed on the scale at the 601 Property (note because of the reconfiguration of the loading docks this truck traffic will not require the use of Airpark Road past the 601 Property).
 2. Wine Production; Winery shall produce \pm 120,000 gallons per year.
 3. Non-Grape Delivery Traffic, visitor and employee vehicles along with small delivery truck traffic (FedX, UPS etc.) will continue to enter and leave the site as previously developed and will not access through the 601 Property.
 4. Seasonal Fermentation; during the harvest period (typically September 1st through November 15th) the stainless cellar will be used to ferment 650-800 tons of grapes, after which this portion of the facility will become substantially dormant until the following harvest.
 5. Wine Storage; off season small quantities of wine may be stored in the Stainless Cellar. This would be a predominately passive activity with minimal amount of personnel, activity or water use.

6. Barrel Storage; the remainder of the space on the southern end of the building will be used for long term storage of approximately 1750 barrels.
 7. Employees; as stated above, there will be 2 full-time employees and an additional 6 part-time employees during crush. The number of full-time employees is less than the total number of employees on-site when the building was approved for simultaneous use by both the Fulfillment Center and AP Technology.
 8. Hours of Operations, will typically be between 7:00 am and 6:00 pm, Monday through Friday; however, during peak season (September-October) wine delivery and barrel operations hours could extend to two shifts per day and/or a seven day workweek.
 9. Overall Traffic, enclosed please find a Summary of Daily Trip Generation and People On-Site.
- **Utilities & Infrastructure:**
 1. Domestic Water (supply) – the 615 Property will continue to utilize the municipal water service (City of American Canyon) and sewer service (Napa Sanitation District). Through the use of water conservation methods Winery personnel are projecting an anticipated maximum day demand of 5,155 gpd. Winery has already received a Will-Serve Letter from the City of American Canyon for its required water service and that approval is included in this application, along with the Amended Water Supply Report.
 2. Domestic Wastewater – the existing toilet and break rooms at the north end of the building will be reconfigured (reduced in size) and upgraded to meet current accessibility codes. All other existing toilet rooms, break rooms, and evaluation labs will be removed and the respective connections abandoned in accordance with Napa Sanitation requirements. It is anticipated that the domestic wastewater generation for this facility will be below previous levels.
 3. Process Wastewater – during the ± 3 months of harvest process wastewater will be generated by the seasonal crush and fermentation activities; process water generation for the remainder of the year will fairly minimal. All process activities will occur in areas covered by building or canopy roofs. Process wastewater will be collected in floor drains located throughout the facility that gravity flow to a new 2000 gallon process wastewater sump and lift station located below grade in the new truck dock. The lift station will transfer the process wastewater (via force main) to two 10,000 gallon process water equalization and aeration tanks; subsequently the wastewater will be transferred to (via force mai) to the 601 Property for pretreatment prior to being discharged to the Napa Sanitation District for final treatment and disposal. Any excess process wastewater generated by the proposed winery operations that cannot be pretreated at the 601 Property will be hauled off to an approved wastewater disposal site. No process waste water will be directly discharged into the municipal sanitary sewer system from this project. Winery has received a Will-Serve letter from the Napa Sanitation District

for its required wastewater service and that approval is included in this application.

4. Storm-Water – as noted earlier the site grading and paving will be redone to accommodate minor reconfigurations of the impervious surface grading to accommodate the new canopy and reconfigured loading docks. More details regarding the storm water management can be found in the enclosed Revised Stormwater Quality Management Plan and Stormwater Runoff Management Plan for Construction Activities at the Rombauer Vineyards – 615 Airpark Road Winery prepared by Bartelt Engineering.

- **BUILDING AND SITE DESIGN:** The original building is constructed with concrete walls approximately 24'-6" in height. Additional visual interest is provided through a series of horizontal and vertical reveals, painted in a contrasting color and by five landscape trellises affixed to the west side of the building. With the exception of the proposed truck dock canopy and small mechanical equipment room, no building alterations are proposed. The small mechanical equipment room (±970 sf) will be textured and painted to match the existing structure.
- **ACCESSWAY IMPROVEMENTS:** In order to provide the accessways for the grape delivery trucks, forklifts and pomace trucks, it will be necessary to remove landscaping from the 615 Property that borders the 601 Property. However, the overall proposal for both properties will add ± 1816 square feet of landscaping resulting in a + 235 square feet increase in total landscape area. Within the new landscape areas this proposal anticipates adding six (6) additional trees of similar species to the existing landscape pallet. These changes in landscape areas are indicated on sheet A1 of the Use Permit Drawings.

Summary:

This modification to the Use Permit for the 615 Property will allow for the conversion of the existing office/warehouse to a seasonal crush/fermentation and year round barrel storage and bulk wine facility. The proposed changes to the 615 Property include the removal/conversion of existing offices, relocation of an existing truck dock, the addition of a new dock canopy and mechanical equipment room, along with associated site and landscape improvements. The proposed physical changes to the facility and site are minimal and mostly entirely within the interior of the building; and the facility has previously been approved for manufacturing and warehousing. Moreover, there will be an overall reduction in process and domestic wastewater, as well as the number of full-time employees; additionally the facility will be only minimally utilized during the non-crush periods whereas before it was utilized year round.

601 Property Very Minor Modification Request

Development History of 601 Property:

601 Airpark is located at the intersection of Airport Boulevard and Airpark Road and is also in the Napa County Airport Area Specific Plan and IP Zoning District. In 1991, approval was granted to allow for the construction of a 100,800 square foot building on a 14.71 acre parcel for wine label manufacturing and wine bottle cork manufacturing. The project consisted of a first phase of 75,600 square feet and a second phase expansion of 25,200 square feet. Phase 1 was constructed and the approved uses established. After construction of the Phase 1, the property was divided and the 601 Property was created. In 2007, Winery received approval, through a very minor modification process, to allow for bottling, distribution and barrel aging of \pm 600,000 gallons of wine per year within an existing warehouse facility. The Winery received approval of its minor modification request in 2008 to construct a 25,200 square foot addition to provide additional barrel storage, establish a new grape receiving area, and to conduct crush and pressing operations. This minor modification request also included the conversion of office area to warehouse space, removal of a second floor office area, a reduction in the number of employees and modification of its parking lot and minor building exterior alterations.

601 Property Proposal:

As a result of the proposal to remove a minor amount of landscaping along the border between the 601 Property and the 615 Property to allow trucks to deliver grapes to the 615 Property from the 601 Property, to provide forklift access to the 615 Property from the 601 Property, allow pomace trucks to access the 615 Property from the 601 Property and to increase the number of hold and haul trucks to the 601 Property, as well as the proposal to allow the transfer of production utilities between the properties using a graded trench, the below following modifications to Winery's current use permit, as modified, are requested:

- **GRAPE DELIVERY TRUCKS:** Winery requests approval to increase the number of grape delivery trucks during harvest by an additional four trucks per day.
- **POMACE TRUCKS:** Winery requests approval to increase the number of pomace trucks during harvest by an additional five trucks per day.
- **HOLD AND HAUL TRUCKS:** Winery requests approval to increase the number of miscellaneous deliveries during harvest by an additional one truck per day in order to allow these trucks to access the 601 Property in order to receive the wastewater from the 615 Property due to the location of the

process wastewater force main point of connection to the wastewater pretreatment system.

For ease of reference, enclosed please find a Revised Summary of Daily Trip Generation and People On-Site reflecting these minor increases in trips.

- TRENCH: Winery requests approval to install an open and accessible graded trench for the transfer of production utilities between the 601 Property and the 615 Property.
- ACCESSWAY IMPROVEMENTS: In order to provide the accessways for the grape delivery trucks, forklifts and pomace trucks, it will be necessary to remove a small amount of landscaping from the 601 Property that borders the 615 Property. However, the overall proposal for both properties will add \pm 1816 square feet of landscaping resulting in a \pm 235 square feet increase in total landscape area. Within the new landscape areas this proposal anticipates adding six (6) additional trees of similar species to the existing landscape pallet. These changes in landscape areas are indicated on Sheet A1 of the Use Permit Drawings.

Lastly, during Winery's review of its current use permit for the 601 Property, as modified, Winery discovered that during crush it was operating up to 7 days per week. As a result, Winery further requests approval to extend its days of operation during harvest from up to six to up to seven.

Summary:

This modification to the use permit for the 601 Property includes a minor increase in the grape truck delivery traffic, hold and haul truck traffic, and pomace truck traffic during harvest, increase in the number of days of operations during crush from six to seven, removal of a small amount of landscaping to allow for common access between the properties for grape delivery trucks, pomace trucks and forklifts, increase in days of operation during crush to 7, and the installation of an open and accessible graded trench for the transfer of production utilities between the properties. As a result, due to the fact that there will be no new construction, the amount of removed landscaping is negligible and only a minor increase in truck traffic during crush, the very minor modification process is appropriate. Moreover, the approval of this modification as a very minor modification is consistent with the prior very minor modification approved for the 601 Property. In fact, the requested modifications are, in total, less intense than what was previously approved for the 601 Property's very minor modification.

Rombauer Vineyards / Napa Gateway Warehouse - 601 Airport / 2013 Very Minor Modification

Revised Summary of Daily Trip Generation and People On Site

	Typical Day		Peak Day Projections						
	Persons	Rates	Daily Trips (During Harvest)						
			Sep						Oct
Rombauer Employees			wk-1	wk-2	wk-3	wk-4	wk-5	wk-6	
Permanent Full-Time (Administrative)	5	3.2	16	16	16	16	16	16	
Permanent Full-Time (Cellar / Bottling / Whse)	15	2	30	40	40	40	40	40	
Business/Deliveries (Intermittent)									
Trade & Business	4	1	4	5	5	5	5	5	
Misc. Deliveries & Pick-ups	6	1	6	8	8	8	8	8	
Pomace Trucks				1	5	5	5	2	
Hold and Haul Trucks for the 615 wastewater			0	1	1	1	1	1	
Subtotal Vehicle Trips / Day	30		56.0	71.0	75.0	75.0	72.0	71.0	

Grape Deliveries

Grapes received per year at peak capacity
Weekly % of total fruit delivered
Tons received / week
Tons / Day (@ 6 days/wk)

Subtotal Harvest Trips / Day (@22 tons/truck)

Grape Deliveries for 615 Airport

Grapes received per year at peak capacity
Weekly % of total fruit delivered
Tons received / week
Tons / Day (@ 6 days/wk)

Subtotal Harvest Trips / Day (@22 tons/truck)

Bottling

Cases Bottled / Year
Cases Bottled / Month

Glass Deliveries / Month; (@ 2464 cases/truck)
Casegoods Shipments / Month; (@ 1232 cases/truck)
Back-haul Credit; (@ 9 glass trucks / month)
Bottling Truck Trips / Month

Subtotal Bottling Trips / Day (@20 days/month)

No Bottling During Scheduled During Peak Wine Delivery Period

Total Trips / Day	57	70	76	88	88	77	71
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Notes & Assumptions

- Daily hours of Operation 7:00am - 6:00pm except harvest
- The seasonal harvest increase is relatively small because the bottling staff is reassigned to harvest tasks
- Bottling is assumed to occur at a relatively flat rate for all of the non-harvest months
- Bottling trips estimated @ 300,000 cases/yr; 2,464 cases/trip, glass in (22; 56 case pallets) and 1,232 cases/trip finished goods (11; 56 case pallets)
- Juice deliveries will be scheduled to avoid the AM (7:30 - 8:30) and (4:30 - 5:30) PM traffic peaks

Rombauer Vineyards / Napa Gateway Warehouse - 615 Airport / 2013 Minor Modification

Summary of Daily Trip Generation and People On Site

Peak Day Projections												
Persons	Rates	Daily Trips (During Harvest)										
		Sep					Oct					
		wk-1	wk-2	wk-3	wk-4	wk-5	wk-6					
	2	6.4	6.4	6.4	6.4	6.4	6.4					
	6	12	12	12	12	12	12					
	2	2	4	4	4	4	2	2				
	2	2	8	8	8	8	8	8				
	12	22.4	30.4	30.4	30.4	30.4	28.4	28.4				

Typical Day			
Persons	Rates	Daily Trips	
2	3.2	6.4	
0	2	0	
2	1	2	
2	1	2	
6		10.4	

Grape Deliveries - Please refer to the notes section

Total Trips / Day	10	22	30	30	30	28	28
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Notes & Assumptions

- Daily hours of Operation 7:00am - 6:00pm except harvest
- Due to the fact that the grape delivery trucks and pomace trucks will enter and exit via 601 Airport it is not appropriate to include them in this count for traffic impact purposes