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Application Materials

NAPA COUNTY

Planning, Building and Environmental Services



A Tradition of Stewardship
A Commitment to Service

USE PERMIT/MAJOR MODIFICATION APPLICATION
WINERY USES

Before you file an application...

Before you submit your application materials, and generally as early in the process as possible, you may want to schedule a Pre-Application Review Meeting (or Pre-App) with a member of the Planning Department Staff.

Pre-Application Meetings

Pre-application meetings are an opportunity to meet with staff from all Divisions and receive valuable feedback on your project. In particular, staff can identify the type of application and related permits that may be necessary, permit processing steps and timelines, and pertinent information and technical studies that will be required to submit a complete application.

To schedule a pre-application meeting, please complete the pre-application meeting form and submit with payment to the Planning Division at 1195 Third Street, Suite 210, Napa, CA 94559.

Contents

___	General Application Form
___	Use Permit/Major Modification Checklist of Required Application Materials
___	Signed Indemnification Form
___	Signed Hourly Fee Agreement
___	Supplemental Application for Winery Uses
___	Voluntary Best Management Practices Checklist for Development Projects
___	Form Adjoining Property Owner List Requirements



Planning, Building, & Environmental Services
 1195 Third Street, Suite 210
 Napa, CA 94559
 Main: (707) 253-4417
 Fax: (707) 253-4336

A Tradition of Stewardship
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PLANNING APPLICATION FORM

Applicant Information

Applicant Contact Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ E-Mail Address: _____	Property Owner Contact Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ E-Mail Address: _____
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Agent Contact Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ E-Mail Address: _____	Other Representative Contact <input type="checkbox"/> Engineer <input type="checkbox"/> Architect <input type="checkbox"/> Agent Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ E-Mail Address: _____
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Property Information

Project Name: _____

Project Address: _____

Assessor's Parcel Number(s): _____

Size of site (acreage and/or square footage): _____

General Plan Designation: _____ Zoning: _____

Application Type¹

File No(s) _____

Administrative	Planning Commission/ALUC/BOS	Zoning Administrator
Erosion Control Plan: <input type="checkbox"/> Track I <input type="checkbox"/> Track II <input type="checkbox"/> Admin Viewshed <input type="checkbox"/> Fence Entry Structure Permit <input type="checkbox"/> Land Division/Mergers <input type="checkbox"/> Site Plan Approval/Modification <input type="checkbox"/> Winery Administrative Permit <input type="checkbox"/> Other Very Minor Modification <input type="checkbox"/> Addressing <input type="checkbox"/> Signs Temporary Event: <input type="checkbox"/> 51-400 <input type="checkbox"/> 401+ <input type="checkbox"/> Late Application Submittal <input type="checkbox"/> Application Entitled to Fee Waiver <input type="checkbox"/> Other: _____	Major Modification: <input type="checkbox"/> Winery <input type="checkbox"/> Other Use Permit: <input type="checkbox"/> Winery <input type="checkbox"/> Other <input type="checkbox"/> Viewshed <input type="checkbox"/> AG Preserve Contract <input type="checkbox"/> Development Agreement <input type="checkbox"/> Airport Land Use Consistency Determination <input type="checkbox"/> General, Specific or Airport Land Use Plan Amendment <input type="checkbox"/> Variance <input type="checkbox"/> Zoning Map/Text Amendment <input type="checkbox"/> Road Exception <input type="checkbox"/> Con. Reg. Exception <input type="checkbox"/> Other: _____	<input type="checkbox"/> Certificate of Legal Non Conformity <input type="checkbox"/> Other Minor Modification <input type="checkbox"/> Road Exception <input type="checkbox"/> Small Winery Exemption <input type="checkbox"/> Winery Minor Modification <input type="checkbox"/> Variance <input type="checkbox"/> Viewshed <input type="checkbox"/> Other: _____ <hr/> <div style="background-color: #d3d3d3; text-align: center; padding: 2px;">Misc. Services</div> <input type="checkbox"/> Use Determination <input type="checkbox"/> Status Determination <input type="checkbox"/> Other: _____

¹: Include corresponding submittal requirements for each application type.

Detailed Project Description (required): A typed, detailed project description is required that describes the proposed development or use(s); the existing site conditions/uses; the number, size, type and nature of any proposed residential dwelling units or total amount of new non-residential square-footage by type of use. Please refer to specific Supplemental Application submittal handouts for details to describe the project and required special studies.

Conditions of Application

1. All materials (plans, studies, documents, etc.) and representations submitted in conjunction with this form shall be considered a part of this application and publicly available for review and use, including reproduction.
2. The owner shall inform the Planning Division in writing of any changes.
3. Agent authorization: The property owner authorizes the listed agent(s) and/or other representative(s) to appear before staff, the Director, the Zoning Administrator, and Planning Commission to represent the owner's interests and to file applications, plans and other information on the owner's behalf.
4. Certification and Indemnification Form: Refer to attached form for notifications and required signature.
5. Fees: The applicant agrees to pay the County any and all processing fees imposed by the Board of Supervisor's current Fee Resolution including the establishment of an hourly fee application agreement and initial deposit. Applicant understands that fees include, but not limited to: Planning, Engineering, Public Works, and County Counsel staff time billed at an hourly rate; required Consultant service billed rates; production or reproduction of materials and exhibits; public notice advertisements; and postage. In the event the property owner is different than the applicant, the property owner must sign to indicate consent to the filing and agreement to pay fees in the event of the applicant's failure to pay said fees. Failure to pay all accumulated fees by the time of public hearing will result in a continuance.
6. This form, together with the corresponding application forms for specific permits, will become the Permit Document.

I have read and agree with all of the above. The above information and attached documents are true and correct to the best of my knowledge. All property owners holding a title interest must sign the application form. If there are more than two property owners, list their names, mailing addresses, phone numbers and signatures on a separate sheet of paper.

If you wish notice of meetings/correspondence to be sent to parties other than those listed on Page 1, please list them on a separate piece of paper.

Stephen Taglin 5/19/20
Property Owner's Signature and Date

Property Owner's Signature and Date

Applicant/Agent Statement

I am authorized and empowered to act as an agent on behalf of the owner of record on all matters relating to this application. I declare that the foregoing is true and correct and accept that false or inaccurate owner authorization may invalidate or delay action on this application.

Wm D Taglin 5/20/20
Applicant's Signature and Date

Date Received: _____ Received by: _____ Receipt No. _____ File No. _____	Application Fees	
	Deposit Amount	\$ _____
	Flat Fee Due	\$ _____
	Total	\$ _____
	Check No	_____

Checklist of Required Application Materials

Please make sure that the following documents are complete and legible. Consistent with the State Permit Streamlining Act and Departmental policy, the Planning, Building and Environmental Services (PBES) Department will make an application completeness determination within thirty days of application submittal and the payment of all required initial fees.

- General Application Form:** The attached General Application Form must be completed in full and signed by the property owner or their authorized agent. Corporations, partnership, and the like have special signature requirements as noted on the Form.
- Application Fee:**
 - Use Permit/Major Modification (All Uses):** Total Fees are based on actual time and materials and flat fees. A deposit in the amount of \$10,000. Check made payable to County of Napa.
 - Small Winery Exemption (Winery Uses):** Total fees are based on actual time and materials and flat fees. A deposit in the amount of \$5,000. Check made payable to County of Napa.
 - Minor Modification (Winery Uses):** Total fees are based upon flat rates with exception to Engineering Services which are based on actual time and materials over 3 hours for Roads & Street Standards evaluation. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
 - Administrative Permit (Winery Uses):** Total Fees are based on actual time and materials and flat fees. A deposit in the amount of \$1,500. Check made payable to County of Napa.
 - Minor Modification (Non-Residential & Residential Uses):** Total fees are based upon flat rates. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
 - Very Minor Modification (Non-Residential & Residential Uses):** Total fees are based upon flat rates. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
- Read and Sign the Hourly Fee Agreement**
- Detailed Project Description:** The Project Description should address all of the applicable items listed below:
 1. Existing site conditions and uses.
 2. Proposed type of development and size, proposed uses/business, development phases, changes or alterations to the property or building including new/modified improvements and off-site improvements.
 3. Days of the week and hours of operation.
 4. Maximum number of employees per shift and hours of shifts.
 5. Are there additional licenses and/or approvals from outside agencies needed from a Special District, Regional, State, Federal?
 6. What is your water supply? How/where is liquid/solid waste disposed?
- To-Scale Site Development Plans (ALL plans must be to an identified architect's or engineer's scale and shall be legible):**

Submit **three (3) 24" X 36"** and **one 11" x 17"** copies of plans consistent with information contained in the *Building Division – Design Information - Sample Site Plan Handout*: <https://www.countyofnapa.org/1890/Building-Documents> .
- To-Scale Floor Plans (ALL plans must be to an identified architect's or engineer's scale, shall show the existing and proposed conditions of the building and shall be legible):**

Submit **three (3) 24" X 36"** and **one 11" x 17"** copies of plans with the following information and details:

 1. Dimensions and area of all rooms, hallways and covered or partially enclosed outdoor areas.
 2. Use of each area within each structure/building.
 3. Location of emergency exists.
- To-Scale Building Elevations (ALL plans must be to an identified architect's or engineer's scale, shall show the existing and proposed conditions of the building and shall be legible):**

Submit **three (3) 24" X 36"** and **one 11" x 17"** copies of plans with the following information and details:

 1. All relevant dimensions.
 2. Exterior materials.
 3. Exterior colors.
 4. Existing grade.
 5. Finished grade.
 6. Finished floor level.
 7. Building height consistent with Figure 209-1 of the 1997 UBC Handbook.

Technical Information and Reports

The following technical information and studies are generally required unless waived by County Planning Staff at or following a Pre-Application Review Meeting. Please see County Planning Staff for a list of pre-qualified consultants.

1. FOR WINERY PROJECTS: Additional submittal information is necessary and should be included with the submittal packet consistent with the Winery Use Permit Supplemental Submittal Requirements.
2. Traffic Study consistent with Traffic Impact Study Preparation Requirements Please fill out the enclosed current Trip Generation Sheet for existing and proposed project to determine the need for the preparation of a Traffic Impact Study.
3. Archeological/Cultural Resources Study (consistent with *Guidelines for Preparing Cultural Resource Surveys* and State of California requirements)
4. Historic Resources Study (consistent with State Office of Historic Preservation requirements)
5. Biological Study – Includes Special Status Survey (consistent with *Guidelines for Preparing Biological Resources Reconnaissance Surveys* and *Guidelines for Preparing Special-Status Plant Studies*)
6. Water Availability/Groundwater Study (consistent with the *WAA Guidance Document* adopted by the Board 5/12/2015). Please refer to the following link: <https://www.countyofnapa.org/876/Water-Availability-Analysis> .
7. For projects located within Sensitive Domestic Water Supply Drainages and/or within the Agricultural Watershed (AW) zoning district, please provide vegetation coverage removal and retention information/analysis based on 1993 Vegetation totals and parcel configuration, including a map or figure that includes the following information:

Tree canopy coverage:

Tree canopy cover (1993): _____ acres
Tree canopy cover to be removed: _____ acres _____ %
Tree canopy cover to be retained: _____ acres _____ %

Understory (i.e. brush, shrubs, grasses):

Understory cover (1993): _____ acres
Understory to be removed: _____ acres _____ %
Understory to be retained: _____ acres _____ %

This information may be provided as part of the Biological Report if one is required for your project. Guidance on how to prepare vegetation removal and retention calculations can be found in the County's Water Quality & Tree Protection Ordinance Implementation Guide, located on our website:

<https://www.countyofnapa.org/DocumentCenter/View/12882/WOTPO-implementation-guide?bidId=>

8. Special Studies (The following may be required on a project-specific basis at the discretion of the PBES Director.)
 - Noise Study (demonstrating consistency with Napa County Code Chapter 8.16).
 - Aviation Compatibility Study (consistent with Airport Land Use Compatibility Plan requirements)
 - Visual Impacts Study (Photographic simulations)
 - Geological/Geotechnical Hazard Report – Alquist Priolo Act
 - Hydraulic Analysis (flood impact) if within Floodplain and/or Floodway
 - Stormwater Control Plan (consistent with Napa County BASMAA Post Construction Manual)
 - Other: _____
 - Other: _____

Additional Information Required by the Environmental Health Department:

1. Soil Evaluation Report if an on-site septic system is proposed.
2. Septic Feasibility Report for any new or upgraded septic systems or any expansion of use relying on an existing septic system.
3. Water System Feasibility Report if the water supply system will serve 25 or more people inclusive of employees, visitors, and residents or if kitchen is proposed. See enclosed handout provided by Environmental Services.
4. Water and/or Sewage Disposal Easement if an off-site spring, well, reservoir, storage tank, or individual sewage disposal system is proposed.
5. Completed Business Activities form, enclosed.
6. Solid Waste & Recycling Storage area location and size included on overall site plan. See guidelines at www.countyofnapa.org/DEM/.
7. Cave setback plan if a cave is proposed. See handout provided by Environmental Services.

Please click on Other Information tab at <https://www.countyofnapa.org/1904/Environmental-Health-Division> for forms and handouts related to use permit application submittal.

Additional Information Required by the Engineering Services:

2020 Napa County Road & Street Standards

<https://www.countyofnapa.org/DocumentCenter/View/3787/Napa-County-Road-and-Street-Standards--2020-PDF>

Project Guidance for Stormwater Compliance

<https://www.countyofnapa.org/DocumentCenter/View/3778/Project-Guidance-for-Stormwater-Quality-Compliance-PDF>

BASMAA Post-Construction Stormwater Management Manual

<https://www.countyofnapa.org/DocumentCenter/View/3780/Bay-Area--Stormwater-Management-Agencies-Association-BASMAA-Post-Construction-Manual-PDF>

Napa Countywide Stormwater Pollution Prevention Program (NCSPPP) Erosion and Sediment Control Plan Guidance

<https://www.countyofnapa.org/DocumentCenter/View/3780/Bay-Area--Stormwater-Management-Agencies-Association-BASMAA-Post-Construction-Manual-PDF>

Please Note

While this checklist includes all information generally required to process a Use Permit/Major Modification or other Use Permit related application, it is primarily focused on winery uses. Additional information may be required at the discretion of the Deputy Planning Director, and in particular in those cases where non-winery commercial uses (such as restaurants) or residential use related projects are proposed. **The Planning Division will make every effort to identify any additional required information at or directly following the Pre-application Review Meeting.**

Plans and Studies provided electronically via file share (coordinated at intake).

Certification and Indemnification

Applicant certifies that all the information contained in this application, including all information required in the Checklist of Required Application Materials and any supplemental submitted information 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 his/her knowledge. Applicant and property owner 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.*

Pursuant to Chapter 1.30 of the Napa County Code, as part of the application for a discretionary land use project approval for the project identified below, Applicant agrees to defend, indemnify, release and hold harmless Napa County, its agents, officers, attorneys, employees, departments, boards and commissions (hereafter collectively "County") from any claim, action or proceeding (hereafter collectively "proceeding") brought against County, the purpose of which is to attack, set aside, void or annul the discretionary project approval of the County, or an action relating to this project required by any such proceeding to be taken to comply with the California Environmental Quality Act by County, or both. This indemnification shall include, but not be limited to damages awarded against the County, if any, and cost of suit, attorneys' fees, and other liabilities and expenses incurred in connection with such proceeding that relate to this discretionary approval or an action related to this project taken to comply with CEQA whether incurred by the Applicant, the County, and/or the parties initiating or bringing such proceeding. Applicant further agrees to indemnify the County for all of County's costs, attorneys' fees, and damages, which the County incurs in enforcing this indemnification agreement.

Applicant further agrees, as a condition of project approval, to defend, indemnify and hold harmless the County for all costs incurred in additional investigation of or study of, or for supplementing, redrafting, revising, or amending any document (such as an EIR, negative declaration, specific plan, or general plan amendment) if made necessary by said proceeding and if the Applicant desires to pursue securing approvals which are conditioned on the approval of such documents.

In the event any such proceeding is brought, County shall promptly notify the Applicant of the proceeding, and County shall cooperate fully in the defense. If County fails to promptly notify the Applicant of the proceeding, or if County fails to cooperate fully in the defense, the Applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the County. The County shall retain the right to participate in the defense of the proceeding if it bears its own attorneys' fees and costs, and defends the action in good faith. The Applicant shall not be required to pay or perform any settlement unless the settlement is approved by the Applicant.

STEPHEN TAPLIN

Print Name of Property Owner

William A. Taplin

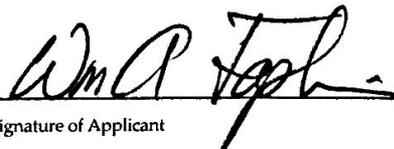
Print Name Signature of Applicant (if different)



Signature of Property Owner

5/19/20

Date



Signature of Applicant

5/20/20

Date

Hourly Fee Agreement

PROJECT File: _____; request for _____
_____. I, _____

the undersigned, hereby authorize the County of Napa to process the above referenced permit request in accordance with the Napa County Code. I am providing \$ _____ as a deposit to pay for County staff review, coordination and processing costs related to my permit request based on actual staff time expended and other direct costs. **In making this deposit, I acknowledge and understand that the deposit may only cover a portion of the total processing costs. Actual costs for staff time are based on hourly rates adopted by the Board of Supervisors in the most current Napa County fee schedule. I also understand and agree that I am responsible for paying these costs even if the application is withdrawn or not approved.**

I understand and agree to the following terms and conditions of this Hourly Fee Agreement:

1. Time spent by Napa County staff in processing my application and any direct costs will be billed against the available deposit. "Staff time" includes, but is not limited to, time spent reviewing application materials, site visits, responding by phone or correspondence to inquiries from the applicant, the applicant's representatives, neighbors and/or interested parties, attendance and participation at meetings and public hearings, preparation of staff reports and other correspondence, or responding to any legal challenges related to the application during the processing of your application. "Staff" includes any employee of the Planning, Building and Environmental Services Department (PBES), the Office of the County Counsel, or other County staff necessary for complete processing of the application. "Direct costs" include any consultant costs for the peer review of materials submitted with the application, preparation of California Environmental Quality Act (CEQA) documents, expanded technical studies, project management, and/or other outside professional assistance required by the County and agreed to by the applicant. The cost to manage consultant contracts by staff will also be billed against the available deposit.
2. Staff will review the application for completeness and provide me with a good faith estimate of the full cost of processing the permit. Any requested additional deposit shall be submitted to PBES to allow continued processing of the project.
3. I understand that the County desires to avoid incurring permit processing costs without having sufficient funds on deposit. If staff determines that inadequate funds are on deposit for continued processing, staff shall notify me in writing and request an additional deposit amount estimated necessary to complete processing of my application. I agree to submit sufficient funds as requested by staff to process the project through the hearing process within 30 days of the request.
4. I understand that if the amount on deposit falls below zero, staff will notify me and stop work on the application until sufficient additional funds are provided
5. If the final cost is less than the amount remaining on deposit, the unused portion of the deposit will be refunded to me. If the final cost is more than the available deposit, I agree to pay the amount due within 30 days of billing.
6. If I fail to pay any invoices or requests for additional deposits within 30 days, the County may either stop processing my permit application, or after conducting a hearing, may deny my permit application. If I fail to pay any amount due after my application is approved, I understand that my permit may not be exercised, or may be subject to revocation. I further agree that no building, grading, sewage, or other project related permits will be issued if my account is in arrears.

7. I may file a written request for a further explanation or itemization of invoices, but such a request does not alter my obligation to pay any invoices in accordance with the terms of this agreement.

Name of Applicant responsible for payment of all County processing fees (Please Print):

Stephen Taplin

Mailing Address of the Applicant responsible for paying processing fees:

P.O. Box 32
St Helena, Ca
94574

Signature: * Stephen Taplin

Email Address: Stephen@Taplincellars.com

Date: 5/19/20

Phone Number: 707 696-9962 or 707

*ATTENTION - The applicant will be held responsible for all charges.

Supplemental Application for Winery Uses

Definitions

The below are paraphrased from County Code, please see referenced code sections for full text.

- a. **Winery Development Area** – All aggregate paved or impervious or semi-permeable ground surface areas of the production facility which includes all storage areas (except caves), offices, laboratories, kitchens, tasting rooms and paved parking areas for the exclusive use of winery employees. *See Napa County Code §18.104.210*
- b. **Winery Coverage** – The total square foot area of all winery building footprints, all aggregate paved or impervious ground surface areas of the production facility which includes all outside work, tank and storage areas (except caves); all paved areas including parking and loading areas, walkways, and access driveways to public or private roads or rights-of-way; and all above-ground wastewater and run-off treatment systems. *See Napa County Code §18.104.220*
- c. **Production Facility** – (For the purpose to calculate the maximum allowable accessory use) The total square footage of all winery crushing, fermenting, bottling, bulk and bottle storage, shipping, receiving, laboratory, equipment storage and maintenance facilities, and employee-designated restrooms but does not include wastewater treatment or disposal areas which cannot be used for agricultural purposes. *See Napa County Code §18.104.200*
- d. **Accessory Use** - The total square footage of area within winery structures used for accessory uses related to a winery that are not defined as “production facility” which would include offices, lobbies/waiting rooms, conference/meeting rooms, non-production access hallways, kitchens, tasting rooms (private and public areas), retail space areas, libraries, non-employee designated restrooms, art display areas, or any area within winery structures not directly related to wine production. *See Napa County Code §18.104.200*

Planning, Building & Environmental Services

Winery Production Process



A Tradition of Stewardship
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The Napa County Code contains various references to winery production and refers to production capacity as “the wine bottled or received” at a winery and refers to “bottling and storage of bottled wine and shipping and receiving of bulk and bottled wine “(Code Section 18.16.030(G)(4)).¹

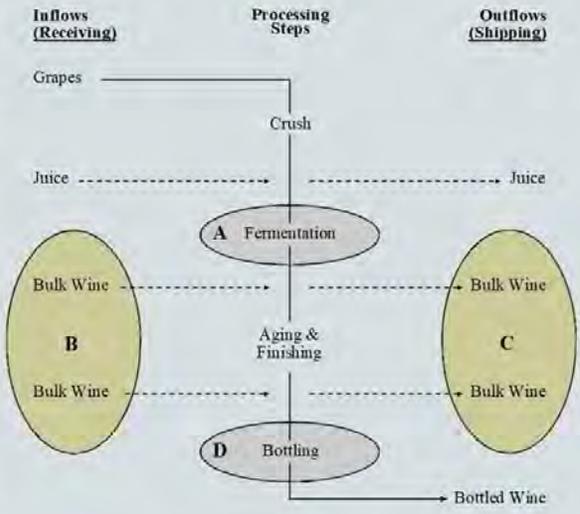
This handout was developed by the County planning staff with the assistance of a number of local industry representatives to assist property owners and other interested parties in interpreting Napa County Code references to winery production. It does not create a new definition or regulation.

A winery’s total annual production equals either (1) the sum of all wine created through fermentation in a given year, plus the net total of all fermented bulk wine received and shipped in the same year, including all bottled wine received on the premises during the same year, or (2) the amount of wine bottled on the premises in the same given year, *whichever is greater*.

Using the diagram on the right, this means the greater of A+(B-C), or D. If B-C is a negative number, total production is equal to either A or D, whichever is greater.

This interpretation holds true for all physical winery facilities regardless of the number of business entities (e.g. Alternating Proprietors/Custom Crush) they accommodate or the date that their production capacity was established or recognized. However, wineries occupying multiple facilities are governed by the specific terms of their use permit or Certificate of Legal Non-conformity (CLN), which may vary.

Quantities represented by items A through D on the diagram can be determined by reviewing a winery’s annual submittals to the federal Alcohol and Tobacco Tax and Trade Bureau (TTB). The County may periodically request a copy of these submittal(s) as a way to monitor compliance with previously adopted conditions/requirements. The County recognizes that annual variations can occur due to the grape harvest and the timing of finishing/bottling, and will generally review and average three consecutive years of data.



The diagram illustrates the winery production process flow. It is organized into three columns: **Inflows (Receiving)**, **Processing Steps**, and **Outflows (Shipping)**.
Inflows (Receiving): Grapes enter from the top left. Juice enters from the left, indicated by a dashed line.
Processing Steps: Grapes go to **Crush**. Juice also goes to **Crush**. From **Crush**, the process moves to **A Fermentation**. From **A Fermentation**, it goes to **Aging & Finishing**. From **Aging & Finishing**, it goes to **D Bottling**.
Outflows (Shipping): Bulk Wine enters from the left, indicated by a dashed line, and goes to **B** (Bulk Wine storage). Bulk Wine enters from the right, indicated by a dashed line, and goes to **C** (Bulk Wine storage). From **D Bottling**, Bottled Wine exits to the right.

Figure 1. Winery Production Process

¹ The complexity of these statements can be attributed to the authors’ desire to avoid “double counting” bulk wine that is both received and bottled at a winery, and the fact that multiple vintages are present within a winery at any given time.

February 2019

WINERY OPERATIONS

Please indicate whether the activity or uses below are already legally **EXISTING**, whether they exist and are proposed to be **EXPANDED** as part of this application, whether they are **NEWLY PROPOSED** as part of this application, or whether they are neither existing nor proposed (**NONE**).

Retail Wine Sales	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input checked="" type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Tours and Tasting- Open to the Public	<input type="checkbox"/> Existing			
Tours and Tasting- By Appointment	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input checked="" type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Tours and Tastings	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input checked="" type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Marketing Events*	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input checked="" type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Marketing Events	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input checked="" type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Will food be prepared...	<input type="checkbox"/> On-Site?	<input checked="" type="checkbox"/> Catered?		
Public display of art or wine-related items	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input checked="" type="checkbox"/> None
Wine Sales/Consumption – AB 2004	<input type="checkbox"/> Existing		<input type="checkbox"/> Proposed	<input checked="" type="checkbox"/> None

* For reference please see definition of "Marketing," at Napa County Code §18.08.370 - <http://library.municode.com/index.aspx?clientId=16513>

Production Capacity *

Please identify the winery's...

Existing permitted production capacity: N/A gal/y Per permit : _____ Permit date: _____

Current maximum actual production: N/A gal/y For what year? _____

Average 3 year production: N/A gal/y

Proposed production capacity: 20,000

* For this section, please see "Winery Production Process".

Visitation and Operations

Please identify the winery's...

Maximum daily tours/tastings visitation: N/A existing 16 proposed

Maximum weekly tours/tastings visitation: N/A existing 80 proposed

Visitation hours (e.g. M-Sa, 10am-4pm): N/A existing M-Su 10am-5pm proposed

Production days and hours¹: N/A existing M-Su 9am-5pm proposed

¹ It is assumed that wineries will operate up to 24 hours per day during crush.

Grape Origin

All new wineries and any existing (pre-WDO) winery expanding beyond its winery development area must comply with the 75% rule and complete the attached "Initial Statement of Grape Source". See Napa County Code §18.104.250 (B) & (C). The project description should include information on location and quantity of grapes.

Marketing Program

Please describe the winery's proposed marketing program. Include event type, maximum attendance, hours, location/facilities to be used, food service details, etc. Provide a site plan showing where the marketing event activities will occur, including overflow/off-site parking. Differentiate between existing and proposed activities. (Attach additional sheets as necessary.)

The winery will host up to eight (8) Marketing Events of up to 30 persons/event, annually. All Marketing Event traffic will be scheduled outside the peak traffic periods (3:30-4:30 PM). Food service will include food prepared offsite by a licensed caterer.

On-Site Consumption

If requesting On-Site Consumption, please provide a site plan showing where such activities will occur.

The proposed winery will also allow activities conducted in accordance with AB 2004 (Evans Bill) in the immediate vicinity of the winery building, as depicted on the attached site plans.

Food Service

Please describe the nature of any proposed food service including type of food, frequency of service, whether prepared on site or not, kitchen equipment, eating facilities, etc. Please differentiate between existing and proposed food service and existing type of commercial kitchen (low, medium or high risk) and/or food preparation areas authorized by the County Environmental Health Division. (Attach additional sheets as necessary.)

Food for Marketing Events, and for daily wine and light food pairings, will be prepared offsite by a licensed caterer and transported to the winery. All dish-washing associated with food service will occur at the caterer's facility.

Initial Statement of Grape Source

Pursuant to Napa County Zoning Ordinance Sections 12419(b) and (c), I hereby certify that the current application for establishment or expansion of a winery pursuant to the Napa County Winery Definition Ordinance will employ sources of grapes in accordance with the requirements of Section 12419(b) and/or (c) of that Ordinance.

Stephen Taplin

Owner's Signature

5/19/20

Date

Letters of commitment from grape suppliers and supporting documents may be required prior to issuance of any building permits for the project. Recertification of compliance will be required on a periodic basis. Recertification after initiation of the requested wine production may require the submittal of additional information regarding individual grape sources. Proprietary information will not be disclosed to the public.

New Winery Application; No Existing Winery Traffic

Existing Conditions Winery Traffic Information / Trip Generation

Determine Winery Daily Trips. Complete Sections A through I below to determine your winery project's estimated baseline daily, peak hour trips, and annual trips.

Section A. Maximum Daily Weekday Traffic (Friday, non-harvest season)

1. Total number of FT employees¹: _____ x 3.05 one-way trips per employee = _____ daily trips
2. Total number of PT employees¹: _____ x 1.90 one-way trips per employee = _____ daily trips
3. Maximum weekday visitors²: _____/2.6 visitors per vehicle x 2 one-way trips = _____ daily trips
4. Gallons of production: _____/1,000 x 0.009 daily truck trips³ x 2 one-way trips = _____ daily trips
5. **TOTAL = _____ daily trips**

Section B. Maximum Daily Weekday Traffic (Friday, harvest season)

6. Total number of FT employees¹: _____ x 3.05 one-way trips per employee = _____ daily trips
7. Total number of PT employees¹: _____ x 1.90 one-way trips per employee = _____ daily trips
8. Maximum weekday visitors²: _____/2.6 visitors per vehicle x 2 one-way trips = _____ daily trips
9. Gallons of production: _____/1,000 x 0.009 daily truck trips x 2 one-way trips = _____ daily trips
10. Avg. annual tons of grape on-haul: _____ / 144 truck trips x 2 one-way trips = _____ daily trips
11. **TOTAL = _____ daily trips**

Section C. Maximum Daily Weekend Traffic (Saturday, non-harvest season)

12. Total number of FT Sat. employees¹: _____ x 3.05 one-way trips per employee = _____ daily trips
13. Total number of PT Sat. employees¹: _____ x 1.90 one-way trips per employee = _____ daily trips
14. Maximum Saturday visitors²: _____/2.8 visitors per vehicle x 2 one-way trips = _____ daily trips
15. Gallons of production: _____/1,000 x 0.009 daily truck trips³ x 2 one-way trips = _____ daily trips
16. **TOTAL = _____ daily trips**

Section D. Maximum Daily Weekend Traffic (Saturday, harvest season)

17. Total number of FT Sat. employees¹: _____ x 3.05 one-way trips per employee = _____ daily trips
18. Total number of PT Sat. employees¹: _____ x 1.90 one-way trips per employee = _____ daily trips
19. Maximum Saturday visitors²: _____/2.8 visitors per vehicle x 2 one-way trips = _____ daily trips
20. Gallons of production: _____/1,000 x 0.009 daily truck trips x 2 one-way trips = _____ daily trips
21. Avg. annual tons of grape on-haul: _____ / 144 truck trips x 2 one-way trips = _____ daily trips
22. **TOTAL = _____ daily trips**

¹ Full-Time and part-time employees that staff the largest of any event that is proposed to occur two or more times in a month, on average.

² The number of weekday visitors shall include guests of the largest of any event that is proposed to occur two or more times in a month, on average.

³ Assumes 1.47 materials and supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year

Existing Conditions Winery Traffic Information / Trip Generation (continued)

Section E. PM Peak Hour Trip Generation (Friday, non-harvest season)

(Sum of daily trips from Sec. A, lines 3 and 4) x 0.38 + (No. of FTE) + (line 2 / 2) = _____ PM peak trips

Section F. PM Peak Hour Trip Generation (Friday, harvest season)

(Sum of daily trips, Sec. B, lines 8, 9, 10) x 0.38 + (No. of FTE) + (line 7 / 2) = _____ PM peak trips

Section G. PM Peak Hour Trip Generation (Saturday, non-harvest season)

(Sum of daily trips from Sec. C, line 14 and 15) x 0.57 + (No. of FTE) + (line 13 / 2) = _____ PM peak trips

Section H. PM Peak Hour Trip Generation (Saturday, harvest season)

(Sum of daily trips Sec. D, lines 19, 20, and 21) x 0.57 + (No. of FTE) + (line 18 / 2) = _____ PM peak trips

Section I. Maximum Annual Trips

(Sec. A, line 5 x 206) + (Sec. B, line 11 x 55) + (Sec. C, line 16 x 82) + (Sec. D, line 22 x 22) = _____ Annual trips

Proposed Project Winery Traffic Information / Trip Generation

Determine Winery Daily Trips. Complete Sections J through R below to determine your winery project's estimated future daily, peak hour trips, and annual trips.

Section J. Maximum Daily Weekday Traffic (Friday, non-harvest season)

- | | | |
|----|---|----------------------------|
| 1. | Total number of FT employees ¹ : _____ x 3.05 one-way trips per employee | = _____ daily trips |
| 2. | Total number of PT employees ¹ : _____ x 1.90 one-way trips per employee | = _____ daily trips |
| 3. | Maximum weekday visitors ² : _____ / 2.6 visitors per vehicle x 2 one-way trips | = _____ daily trips |
| 4. | Gallons of production: _____ / 1,000 x 0.009 daily truck trips ³ x 2 one-way trips | = _____ daily trips |
| 5. | TOTAL | = _____ daily trips |

Section K. Maximum Daily Weekday Traffic (Friday, harvest season)

- | | | |
|-----|--|----------------------------|
| 6. | Total number of FT employees ¹ : _____ x 3.05 one-way trips per employee | = _____ daily trips |
| 7. | Total number of PT employees ¹ : _____ x 1.90 one-way trips per employee | = _____ daily trips |
| 8. | Maximum weekday visitors ² : _____ / 2.6 visitors per vehicle x 2 one-way trips | = _____ daily trips |
| 9. | Gallons of production: _____ / 1,000 x 0.009 daily truck trips x 2 one-way trips | = _____ daily trips |
| 10. | Avg. annual tons of grape on-haul: _____ / 144 truck trips x 2 one-way trips | = _____ daily trips |
| 11. | TOTAL | = _____ daily trips |

Section L. Maximum Daily Weekend Traffic (Saturday, non-harvest season)

- | | | |
|-----|---|----------------------------|
| 12. | Total number of FT Sat. employees ¹ : _____ x 3.05 one-way trips per employee | = _____ daily trips |
| 13. | Total number of PT Sat. employees ¹ : _____ x 1.90 one-way trips per employee | = _____ daily trips |
| 14. | Maximum Saturday visitors ² : _____ / 2.8 visitors per vehicle x 2 one-way trips | = _____ daily trips |
| 15. | Gallons of production: _____ / 1,000 x 0.009 daily truck trips ³ x 2 one-way trips | = _____ daily trips |
| 16. | TOTAL | = _____ daily trips |

Section M. Maximum Daily Weekend Traffic (Saturday, harvest season)

- | | | |
|-----|---|----------------------------|
| 17. | Total number of FT Sat. employees ¹ : _____ x 3.05 one-way trips per employee | = _____ daily trips |
| 18. | Total number of PT Sat. employees ¹ : _____ x 1.90 one-way trips per employee | = _____ daily trips |
| 19. | Maximum Saturday visitors ² : _____ / 2.8 visitors per vehicle x 2 one-way trips | = _____ daily trips |
| 20. | Gallons of production: _____ / 1,000 x 0.009 daily truck trips x 2 one-way trips | = _____ daily trips |
| 21. | Avg. annual tons of grape on-haul: _____ / 144 truck trips x 2 one-way trips | = _____ daily trips |
| 22. | TOTAL | = _____ daily trips |

¹ Full-Time and part-time employees that staff the largest of any event that is proposed to occur two or more times in a month, on average.

² The number of weekday visitors shall include guests of the largest of any event that is proposed to occur two or more times in a month, on average.

³ Assumes 1.47 materials and supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year

Proposed Project Winery Traffic Information / Trip Generation (continued)

Determine Winery Peak Hour Trips. If the number of daily trips on either Section K, line 11, or Section M, line 21, is greater than 20, or Public Works Director determines that other circumstances such as access safety or other potential network impacts warrant further analysis, then the potential transportation impacts of your project must be evaluated in a traffic impact study (TIS) prepared in accordance with Napa County Public Works TIS Guidelines. Follow the direction outlined in Traffic Impact Study Analysis, below. If the number of daily trips on either Section K, line 11, or Section M, line 22, is equal to or less than 20, complete Sections N through R below to determine your project's estimated peak hour trips and annual trips. In lieu of completing Sections N through R, you may opt to prepare a project-specific traffic impact analysis if you anticipate the number of peak hour trips from your proposal is different from that estimated here.

VALUES BELOW REFLECT OPERATIONS PRECLUDING VISITOR TRAFFIC DURING PEAK HOURS

Section N. PM Peak Hour Trip Generation (Friday, non-harvest season)

(Sum of daily trips from Sec. J, lines 3 and 4) x 0.38 + (No. of FTE) + (line 2 / 2) = _____ PM peak trips

Section O. PM Peak Hour Trip Generation (Friday, harvest season)

(Sum of daily trips from Sec. K, lines 8, 9, 10) x 0.38 + (No. of FTE) + (line 7 / 2) = _____ PM peak trips

Section P. PM Peak Hour Trip Generation (Saturday, non-harvest season)

(Sum of daily trips from Sec. L, line 14 and 15) x 0.57 + (No. of FTE) + (line 13 / 2) = _____ PM peak trips

Section Q. PM Peak Hour Trip Generation (Saturday, harvest season)

(Sum of daily trips, Sec. M, lines 19, 20, and 21) x 0.57 + (No. of FTE) + (line 18 / 2) = _____ PM peak trips

Section R. Maximum Annual Trips

(Sec. J, line 5 x 206) + (Sec. K, line 11 x 55) + (Sec. L, line 16 x 82) + (Sec. M, line 22 x 22) = _____ Annual trips

Traffic Impact Study Analysis. If the number of daily trips on either Section K, line 11, or Section M, line 22, is greater than 20, then the potential transportation impacts of your project must be evaluated in a traffic impact study (TIS) prepared in accordance with Napa County Public Works TIS Guidelines. Existing trip counts on the transportation network should be collected during the harvest season (August 16 – October 31). If collected outside of the harvest season, during the months of November through February, counts shall be adjusted upward by 15 percent to estimate harvest season network volumes. If collected during the weeks between March 1 and August 15, counts shall be adjusted upward by seven percent.

For peak hour analysis in the TIS, the County will allow any one of the following methodologies:

- a) Use the peak hour factors in Sections E through I, above, to estimate the peak hour trips and annual trips generated by the project. To determine the potential peak hour impacts of the project, apply the harvest season estimated peak hour project trips (Sections F and H for the existing condition, and Sections O and Q for the proposed project) to roadway volumes during the hour between 3:00 p.m. and 4:00 p.m. on Fridays and Saturdays; or***
- b) For New Wineries use peak hour trip counts as projected using the Institute for Transportation Engineers' (ITE) peak hour factors for winery land uses from the most current version of ITE Trip Generation. To determine the potential peak hour impacts of the project, apply the estimated peak hour project trips from ITE to roadway volumes during the hour between 4:00 p.m. and 5:00 p.m. on a Friday and 1:45 p.m. and 2:45 p.m. on a Saturday; or***
- c) Conduct a site-specific analysis informed by actual trip counts at the driveway of the project (for winery use permit modifications) or at the driveway of a project with comparable operating characteristics to that proposed (for new winery use permits). To determine the potential peak hour impacts of the project, apply the site-specific peak hour of generator to the peak hour of the network on a Friday and the peak hour of the roadway on a Saturday, based on the assembled trip count data.***

For Average Daily Traffic (ADT) analysis in the TIS, the County will utilize one of the following methodologies:

- a) Average of the Maximum Daily Weekday Traffic and the Maximum Daily Weekend Traffic during the harvest season, as given in the Winery Traffic Information / Trip Generation worksheet.***
- b) A site specific analysis which at a minimum 24-hour vehicle counts shall be collected during a continuous week period (7-days) for which traffic count data is collected for each day of the week. Existing trip counts should be collected during the harvest season (August 16 – October 31). If collected outside of the harvest season, during the months of November through February, counts shall be adjusted upward by 15 percent to estimate harvest season network volumes. If collected during the weeks between March 1 and August 15, counts shall be adjusted upward by seven percent. Projected daily trip counts shall be based on total number of full-time employee, part-time employees, daily visitors, gallons of production, grape on-haul and the factors identified in the Proposed Winery Traffic Information and Trip Generation worksheet, respectively.***
- c) For land uses other than wineries, the ADT shall be determined using the most current version of ITE Trip Generation.***



A Tradition of Stewardship
A Commitment to Service

Planning, Building & Environmental Services - Hillary Gitelman, Director
1195 Third Street, Napa, CA 94559 - (707) 253-4417 - www.countyofnapa.org

Project name & APN: 027-100-005

Project number if known:

Contact person: Bill Taplin

Contact email & phone number: bill@taplincellars.com, 925 963 1626

Today's date: 4/21/20

Voluntary Best Management Practices Checklist for Development Projects

Napa County General Plan Policy CON-65 (e) and Policy CON-67 (d) requires the consideration of Greenhouse Gas (GHG) emissions in the review of discretionary projects and to promote and encourage "green building" design. The below Best Management Practices (BMPs) reduce GHG emissions through energy and water conservation, waste reduction, efficient transportation, and land conservation. The voluntary checklist included here should be consulted early in the project and be considered for inclusion in new development. It is not intended, and likely not possible for all projects to adhere to all of the BMPs. Rather, these BMPs provide a portfolio of options from which a project could choose, taking into consideration cost, co-benefits, schedule, and project specific requirements. Please check the box for all BMPs that your project proposes to include and include a separate narrative if your project has special circumstances.

Practices with Measurable GHG Reduction Potential

The following measures reduce GHG emissions and if needed can be calculated. They are placed in descending order based on the amount of emission reduction potential.

Already Plan
Doing To Do

ID # BMP Name

- BMP-1 Generation of on-site renewable energy**
If a project team designs with alternative energy in mind at the conceptual stage it can be integrated into the design. For instance, the roof can be oriented, sized, and engineered to accommodate photovoltaic (PV) panels. If you intend to do this BMP, please indicate the location of the proposed PV panels on the building elevations or the location of the ground mounted PV array on the site plan. Please indicate the total annual energy demand and the total annual kilowatt hours produced or purchased and the potential percentage reduction of electrical consumption. Please contact staff or refer to the handout to calculate how much electrical energy your project may need.

The existing structure has been surveyed for PV installation and the power production potential has been evaluated.

The current energy use did not justify the PV expense but with the winery development

energy use and the PV project will be reevaluated. PV and battery storage will likely be implemented to support planned ev fleet.

- BMP-2 Preservation of developable open space in a conservation easement**
Please indicate the amount and location of developable land (i.e.: under 30% slope and not in creek setbacks or environmentally sensitive areas for vineyards) conserved in a permanent easement to prohibit future development.

No permanent easements are planned.

Already Plan
Doing To Do

BMP-3 Habitat restoration or new vegetation (e.g. planting of additional trees over 1/2 acre)

Napa County is famous for its land stewardship and preservation. Restoring areas within the creek setback reduces erosion potential while planting areas that are currently hardscape (such as doing a bio-retention swale rather than underground storm drains) reduces storm water and helps the groundwater recharge. Planting trees can also increase the annual uptake of CO₂e and add the County's carbon stock.

All existing vegetation is retained by the project, no new clearing is planned.

BMP-4 Alternative fuel and electrical vehicles in fleet

The magnitude of GHG reductions achieved through implementation of this measure varies depending on the analysis year, equipment, and fuel type replaced.

Number of total vehicles _____

Typical annual fuel consumption or VMT _____

Number of alternative fuel vehicles _____

Type of fuel/vehicle(s)

1 ev owned, one new ev UTV planned.

Potential annual fuel or VMT savings _____

BMP-5 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 2

The California Building Code update effective January 1, 2011 has new mandatory green building measures for all new construction and has been labeled CALGREEN. CALGREEN provides two voluntary higher levels labeled CALGREEN Tier I and CALGREEN Tier II. Each tier adds a further set of green building measures that go above and beyond the mandatory measures of the Code. In both tiers, buildings will use less energy than the current Title 24 California Energy Code. Tier I buildings achieve at least a 15% improvement and Tier 2 buildings are to achieve a 30% improvement. Both tiers require additional non-energy prerequisites, as well as a certain number of elective measures in each green building category (energy efficiency, water efficiency, resource conservation, indoor air quality and community).

New building cooling system and new insulation will be designed to exceed Title 24 standards.

BMP-6 Vehicle Miles Traveled (VMT) reduction plan

Selecting this BMP states that the business operations intend to implement a VMT reduction plan reducing annual VMTs by at least 15%.

Tick box(es) for what your Transportation Demand Management Plan will/does include:

- employee incentives
- employee carpool or vanpool
- priority parking for efficient transportation (hybrid vehicles, carpools, etc.)
- bike riding incentives
- bus transportation for large marketing events
- Other: _____

Estimated annual VMT _____

Potential annual VMT saved _____

% Change _____

Already Plan
Doing To Do

- BMP-7 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 1**

See description below under BMP-5.

- BMP-8 Solar hot water heating**

Solar water heating systems include storage tanks and solar collectors. There are two types of solar water heating systems: active, which have circulating pumps and controls, and passive, which don't. Both of them would still require additional heating to bring them to the temperature necessary for domestic purposes. They are commonly used to heat swimming pools.

- BMP-9 Energy conserving lighting**

Lighting is approximately 25% of typical electrical consumption. This BMP recommends installing or replacing existing light bulbs with energy-efficient compact fluorescent (CF) bulbs or Light Emitting Diode (LED) for your most-used lights. Although they cost more initially, they save money in the long run by using only 1/4 the energy of an ordinary incandescent bulb and lasting 8-12 times longer. Typical payback from the initial purchase is about 18 months.

- BMP-10 Energy Star Roof/Living Roof/Cool Roof**

Most roofs are dark-colored. In the heat of the full sun, the surface of a black roof can reach temperatures of 158 to 194 °F. Cool roofs, on the other hand, offer both immediate and long-term benefits including reduced building heat-gain and savings of up to 15% the annual air-conditioning energy use of a single-story building. A cool roof and a green roof are different in that the green roof provides living material to act as a both heat sink and thermal mass on the roof which provides both winter warming and summer cooling. A green (living) roof also reduces storm water runoff.

- BMP-11 Bicycle Incentives**

Napa County Zoning Ordinance requires 1 bicycle rack per 20 parking spaces (§18.110.040). Incentives that go beyond this requirement can include on-site lockers for employees, showers, and for visitor's items such as directional signs and information on biking in Napa. Be creative!

Bicycle rack and electric bicycle charging station planned.

- BMP-12 Bicycle route improvements**

Refer to the Napa County Bicycle Plan (NCPTA, December 2011) and note on the site plan the nearest bike routes. Please note proximity, access, and connection to existing and proposed bike lanes (Class I: Completely separated right-of-way; Class II: Striped bike lane; Class III: Signed Bike Routes). Indicate bike accessibility to project and any proposed improvements as part of the project on the site plan or describe below.

Already Plan
Doing To Do

BMP-13 Connection to recycled water

Recycled water has been further treated and disinfected to provide a non-potable (non-drinking water) water supply. Using recycled water for irrigation in place of potable or groundwater helps conserve water resources.

Wastewater will be disposed of on site by percolation/subsurface irrigation.

BMP-14 Install Water Efficient fixtures

WaterSense, a partnership program by the U.S. Environmental Protection Agency administers the review of products and services that have earned the WaterSense label. Products have been certified to be at least 20 percent more efficient without sacrificing performance. By checking this box you intend to install water efficient fixtures or fixtures that conserve water by 20%.

BMP-15 Low-impact development (LID)

LID is an approach to land development (or re-development) that works with nature to manage storm water as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat storm water as a resource rather than a waste product. There are many practices that have been used to adhere to these principles such as bioretention facilities, rain gardens, vegetated rooftops, rain barrels, and permeable pavements. By implementing LID principles and practices, water can be managed in a way that reduces the impact of built areas and promotes the natural movement of water within an ecosystem or watershed. Please indicate on the site or landscape plan how your project is designed in this way.

Storm water will be managed on site. Existing structure has infiltration galleries for all downspouts.

BMP-16 Water efficient landscape

If your project is a residential development proposing in excess of 5,000 sq. ft. or a commercial development proposing in excess of 2,500 sq. ft. The project will be required to comply with the Water Efficient Landscape Ordinance (WELO).

Please check the box if you will be complying with WELO or if your project is smaller than the minimum requirement and you are still proposing drought tolerant, zeroscape, native plantings, zoned irrigation or other water efficient landscape.

BMP-17 Recycle 75% of all waste

Did you know that the County of Napa will provide recycling collectors for the interior of your business at no additional charge? With single stream recycling it is really easy and convenient to meet this goal. To qualify for this BMP, your business will have to be aggressive, proactive and purchase with this goal in mind.

Already Plan
Doing To Do

BMP-18 Compost 75% food and garden material

The Napa County food composting program is for any business large or small that generates food scraps and compostable, including restaurants, hotels, wineries, assisted living facilities, grocery stores, schools, manufacturers, cafeterias, coffee shops, etc. All food scraps (including meat & dairy) as well as soiled paper and other compostable - see <http://www.naparecycling.com/foodcomposting> for more details.

BMP-19 Implement a sustainable purchasing and shipping programs

Environmentally Preferable Purchasing (EPP) or Sustainable Purchasing refers to the procurement of products and services that have a reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. By selecting this BMP, you agree to have an EPP on file for your employees to abide by.

BMP-20 Planting of shade trees within 40 feet of the south side of the building elevation

Well-placed trees can help keep your building cool in summer. If you choose a deciduous tree after the leaves drop in autumn, sunlight will warm your building through south and west-facing windows during the colder months. Well-designed landscaping can reduce cooling costs by 20%. Trees deliver more than energy and cost savings; they are important carbon sinks. Select varieties that require minimal care and water, and can withstand local weather extremes. Fruit or nut trees that produce in your area are great choices, providing you with local food as well as shade. Please use the site or landscape plan to indicate where trees are proposed and which species you are using.

BMP-21 Electrical Vehicle Charging Station(s)

As plug-in hybrid electric vehicles (EV) and battery electric vehicle ownership is expanding, there is a growing need for widely distributed accessible charging stations. Please indicate on the site plan where the station will be.

There is an existing charging station at the proposed winery building.

BMP-22 Public Transit Accessibility

Refer to <http://www.ridethevine.com/vine> and indicate on the site plan the closest bus stop/route. Please indicate if the site is accessed by transit or by a local shuttle. Provide an explanation of any incentives for visitors and employees to use public transit. Incentives can include bus passes, informational hand outs, construction of a bus shelter, transportation from bus stop, etc.

Already Plan
Doing To Do

BMP-23

Site Design that is oriented and designed to optimize conditions for natural heating, cooling, and day lighting of interior spaces, and to maximize winter sun exposure; such as a cave.

The amount of energy a cave saves is dependent on the type of soil, the microclimate, and the user's request for temperature control. Inherently a cave or a building burned into the ground saves energy because the ground is a consistent temperature and it reduces the amount of heating and cooling required. On the same concept, a building that is oriented to have southern exposure for winter warmth and shading for summer cooling with an east-west cross breeze will naturally heat, cool, and ventilate the structure without using energy. Please check this box if your design includes a cave or exceptional site design that takes into consideration the natural topography and sitting. Be prepared to explain your approach and estimated energy savings.

Existing structure has skylights throughout for natural day lighting.

BMP-24 Limit the amount of grading and tree removal

Limiting the amount of earth disturbance reduces the amount of CO2 released from the soil and mechanical equipment. This BMP is for a project design that either proposes a project within an already disturbed area proposing development that follows the natural contours of the land, and that doesn't require substantial grading or tree removal.

Limited new grading and no tree removal is proposed.

BMP-25 Will this project be designed and built so that it could qualify for LEED?

BMP-25 (a) **LEED™ Silver** (check box BMP-25 and this one)

BMP-25 (b) **LEED™ Gold** (check box BMP-25, BMP-25 (a), and this box)

BMP-25 (c) **LEED™ Platinum** (check all 4 boxes)

Practices with Un-Measured GHG Reduction Potential

BMP-26 Are you, or do you intend to become a Certified Green Business or certified as a "Napa Green Winery"?

As part of the Bay Area Green Business Program, the Napa County Green Business Program is a free, voluntary program that allows businesses to demonstrate the care for the environment by going above and beyond business as usual and implementing environmentally friendly business practices. For more information check out the Napa County Green Business and Winery Program at www.countyofnapa.org.

BMP-27 Are you, or do you intend to become a Certified "Napa Green Land"?

Napa Green Land, fish friendly farming, is a voluntary, comprehensive, "best practices" program for vineyards. Napa Valley vintners and growers develop farm-specific plans tailored to protect and enhance the ecological quality of the region, or create production facility programs that reduce energy and water use, waste and pollution. By selecting this measure either you are certified or you are in the process of certification.

Already Plan
Doing To Do

BMP-28 Use of recycled materials
There are a lot of materials in the market that are made from recycled content. By ticking this box, you are committing to use post-consumer products in your construction and your ongoing operations.

BMP-29 Local food production
There are many intrinsic benefits of locally grown food, for instance reducing the transportation emissions, employing full time farm workers, and improving local access to fresh fruits and vegetables. There is an extensive kitchen garden (2,500 sf) already operating on site.

BMP-30 Education to staff and visitors on sustainable practices
This BMP can be performed in many ways. One way is to simply put up signs reminding employees to do simple things such as keeping the thermostat at a consistent temperature or turning the lights off after you leave a room. If the project proposes alternative energy or sustainable winegrowing, this BMP could include explaining those business practices to staff and visitors.

BMP-31 Use 70-80% cover crop
Cover crops reduce erosion and the amount of tilling which is required, which releases carbon into the environment.

BMP-32 Retain biomass removed via pruning and thinning by chipping the material and reusing it rather than burning on-site
By selecting this BMP, you agree not to burn the material pruned on site.

BMP-33 Are you participating in any of the above BMPS at a 'Parent' or outside location?

BMP-34 Are you doing anything that deserves acknowledgement that isn't listed above?

Comments and Suggestions on this form?

Sources:

1. *Napa County Bicycle Plan, NCTPA, December 2011*
2. *California Air Pollution Control Officers Associate (CAPCOA). January 2008. CEQA and Climate Change*
3. *Napa County General Plan, June 2008.*
4. *California Office of the Attorney General. 2010. Addressing Climate Change at the Project Level available at http://ag.ca.gov/global_warming/pdf/GW_mitigation_measures.pdf*
5. *U.S. Green Building Council (2009). LEED 2009 for New Construction and Major Renovations Rating System. Washington, DC: United States Green Building Council, Inc.*
6. *California Energy Commission (2008). Title 24, Part 6, of the California Code of Regulations: California's Energy Efficiency Standards for Residential and Nonresidential Buildings. Sacramento, CA: California Energy Commission.*
7. *U.S. Department of Energy (2010). Cool roof fact sheet.*
8. <http://www1.eere.energy.gov/buildings/ssl/ledlightingfacts.html>
9. *Compact Fluorescent Light Bulbs". Energy Star. Retrieved 2013-05-01.*
10. <http://energy.gov/energysaver/articles/solar-water-heaters>. Retrieved 2013-05-02.
11. <http://energy.gov/energysaver/articles/solar-water-heater>. Retrieved 2013-05-09
12. http://www.bchydro.com/powersmart/residential/guides_tips/green-your-home/cooling_guide/shade_trees.html
13. <http://www.napagreen.org/about>. Retrieved 2013-05-09
14. <http://www.countyofnapa.org/pages/departementcontent.aspx?id=4294971612>
15. <http://www.napasan.com/Pages/ContentMenu.aspx?id=109>
16. <http://water.epa.gov/polwaste/green/index.cfm>

Adjoining Property Owner List Requirements

All applications shall include a list of the current owners of all the properties whose outer perimeters are within **1,000 feet** of the property boundary of the project site. The list shall include the property owner's names, their addresses, and the assessor's parcel numbers of the property owned. The list may be expanded to include other affected property owners at the discretion of the Planning Director as well as individuals having a request for notice on file with the Commission Clerk.

Preparation, verification and submission of this list of property owners is the responsibility of the applicant. Lists of the property owners appearing on County tax rolls in the form required are available from all local title insurance companies. Each such list must be certified by a title insurance company as reflecting the most recent County tax roll information. While the mailing list is not necessarily required at initial project submittal, the project cannot be noticed for hearing without it.

Instructions to the Title Company

Please prepare the property owners' list as follows:

1. Type the property owners' names, parcel numbers and mailing addresses on an 8½" by 11" sheet of Avery #5160 Laser Labels so that this information can be readily used in mailing by the Planning, Building & Environmental Services Department.
2. Submit a full page copy of the assessors' parcel book page(s) and a copy of the latest equalized assessment roll used to compile the property owners' list. Please indicate the location of all parcels listed, by check mark or colored parcel number circled on the pages.

If you have any questions, please contact the Planning, Building & Environmental Services Department at (707) 253-4417.

**USE PERMIT APPLICATION
PROJECT DESCRIPTION
TAPLIN CELLARS WINERY
1677 LEWELLING LANE, ST. HELENA, CA**

APPLICANTS:

Bill, Stephen & Adam Taplin
Taplin Associates, LLC
PO Box 32
St. Helena, CA 94574

APPLICANTS' REPRESENTATIVE:

George H Monteverdi, Principal
Monteverdi Consulting
PO Box 6079
Napa, CA 94581
707.761.2516

APN: 027-100-005

ACREAGE: ±20 acres

GENERAL PLAN & ZONING DESIGNATION: Agricultural Resource: Agricultural Preserve (AR:AP)

GENERAL PROJECT DESCRIPTION:

The Taplin family has been farming and ranching in Napa County since the late 19th Century, including dairy farming along the Silverado Trail and walnut, prune and grape growing on Lewelling Lane south of the city of St. Helena. Currently, brothers Bill and Stephen Taplin and their family (Taplin Associates, LLC) own and farm +/- 17.5 acres of vineyards on the Project Parcel. Approximately 95 tons of wine grapes are grown on the Taplin property. These grapes form the basis of the family wine brand (Taplin Cellars) and are also sold to other top wine producers in Napa County.

The purpose of this application is to obtain approval to establish a new 20,000 gallons per year (gpy) winery located on the Applicant's property at 1677 Lewelling Lane, St. Helena (APN 027-100-005) (the Property). The winery facility (Facility) will be established via the conversion of an existing barn/workshop constructed in 2006. The Facility will consist of a single structure housing +/-2,714 s.f. of conditioned production space, +/-901 s.f. of conditioned accessory space and a +/-1,036 s.f. covered crush pad. The total square footage of conditioned production and accessory space is +/-3,615 s.f. Approximately 2,222 s.f. of the existing structure will continue to be used for non-winery related activities including vineyard equipment storage and the family's private farm management office.

The total proposed Production space (+/-2,714 s.f. conditioned production space plus +/-1,036 s.f. covered crush pad) is +/-3,750 s.f. and the total conditioned Accessory space is +/-901 s.f. The accessory-to-production square foot ratio is ±24%. Tasting and marketing events will occur at the Facility in accordance with the Marketing Plan described below. Floorplans and elevations for the proposed development are submitted as part of this Application. The total conditioned production and accessory space in the facility of +/-3,750 s.f. is less than the maximum of 5,000 s.f. permitted by the requirements for the Class 3 Categorical Exemption for New Construction or Conversion of Small

Structures (State CEQA Guidelines §15303). As such, the Applicants request that this Use Permit Application be processed as a Small Winery as defined.

The Property is currently developed with a single-family residence, guest cottage, barn/workshop and associated infrastructure. The winery development area will be located entirely within the existing development footprint in order to minimize earthmoving activities and avoid vineyard removal. The existing development area represents the only non-vineyard portion of the entire parcel. The proposed site development plan places the winery approximately 240 feet from the centerline of Lewelling Lane.

Lewelling Lane is a private driveway not accessible to the public in the vicinity of the Property due to a locked gate that has been in place for over 30 years. The closest publicly-accessible road is the portion of Lewelling Lane running from State Route 29 to the locked gate. That portion of the road is legally accessible only to residents via access easements. As such, a 300-foot roadway setback from Lewelling Lane is not applicable. The existing gate will be relocated and replaced with an electronic gate that will be used by all winery-related traffic.

Alternate access to Lewelling Lane exists via Sulphur Springs Road and Duck Hunter Road (a private, non-publicly accessible drive). Winery traffic will not access Lewelling Lane via this route. As depicted and described in the site development plans submitted with this Application, the entire length of Lewelling Lane from SR 29 to the winery site will be improved to meet Napa County Road and Street Standards (NCRSS). Access to, and passage along, Lewelling Lane for residents, businesses and farming activities will not be altered in any way.

Vineyards on properties owned or under contract will supply a substantial percentage of grapes required for the Applicants' requested annual wine production volume. Specifically, approximately 95 tons of the required 140 tons of grapes needed to meet the 20,000 gallons-per-year production request will come from the Property. This estate production will result in the removal of approximately 60 grape truck trips from SR 29 and County roadways during the anticipated 45-day harvest season. Additional grapes may be supplied by other vineyards on Lewelling Lane, depending on winemaking needs. Should the Applicant choose to import grapes from outside Napa County, the winery will adhere to the 75% grape sourcing requirements as set forth in Section 12419(b) and/or (c) of the Napa County Winery Definition Ordinance.

The winery will be staffed by up to two full-time employees during normal operations and by up to two full-time and two part-time employees during harvest. Winery administrative, point of sale and hospitality activities will occur within the proposed winery building and associated patio. Parking and paths of travel consistent with ADA accessibility requirements will be located adjacent to the winery structure. Plot Plans, Floor Plans and Elevations of these improvements are included as part of this Use Permit application. The water and wastewater system analyses prepared as part of this application include demands associated with the winemaking activities, winery employees and visitors, and residential and vineyard irrigation.

As shown on the site plans accompanying this application, civil improvements will include driveway improvements as required by the NCRSS and development of wastewater disposal systems to accommodate domestic and process wastewaters associated with Facility operations and residential occupancy. A total of six all-weather parking spaces, including one van-accessible ADA space, will be

developed in accordance with applicable design requirements. The existing manual locked gate will be replaced with an automatic gate and vehicle turnaround packet which meets all NCRSS and Fire Code requirements.

MARKETING and ONSITE TASTING & SALES OF WINE

The proposed winery will host up to eight (8) annual marketing events annually for up to 30 persons. During non-harvest periods, daily tours and tastings (T&T) will be limited to a maximum of 16 persons, with a maximum of 90 persons per week. During harvest periods, daily T&T will be limited to a maximum of 12 persons per day and 80 persons per week. One 100-person wine auction event will also be held, annually. In order to meet the requirements for the Class 3 Categorical Exemption for New Construction or Conversion of Small Structures (State CEQA Guidelines §15303), all daily T&T traffic will be scheduled outside the peak traffic periods (3:30-4:30 PM). Food service at marketing events will include food prepared offsite by a licensed caterer. The proposed winery will also allow activities conducted in accordance with AB 2004 (Evans Bill) in the immediate vicinity of the winery building.

WASTEWATER TREATMENT AND DISPOSAL:

As part of pre-application due diligence, Delta Consulting & Engineering (Delta) has prepared an onsite Wastewater Feasibility Report for the proposed project. The Delta Report evaluates three wastewater treatment and disposal options, each of which conforms to all applicable State and County regulatory requirements. The report demonstrates that the proposed wastewater systems have been designed to effectively handle the volumes of anticipated process wastewater and sanitary sewage generated by site activities. Detailed calculations and construction plans will be submitted to the Napa County Environmental Health Division for approval prior to the construction of the chosen treatment and dispersal system.

GROUNDWATER USE ANALYSIS:

The Property is located on Agricultural Preserve (AP) zoned lands and is not within a Groundwater Deficient Area. All water for the Facility will be supplied by an existing groundwater well that produces approximately 30 gallons per minute. A Phase 1 Water Availability Analysis (WAA) has been prepared by Delta and is included in this Use Permit application. The conclusion of the WAA is that the predicted groundwater demand for all uses on the Property (domestic, winery and irrigation) of 10.58 acre-feet/year for the 20-acre parcel is approximately 53% of the County-defined entitlement of 20 acre-feet/year.

FIRE PROTECTION:

The Property is currently accessed from State Route 29 via Sulfur Springs Road and Duck Hunter Drive (a private, non-publicly accessible drive), and an existing private driveway that is entirely on the Property. Following approval of this Application, access to the winery site for development and operational activities will be exclusively via Lewelling Lane, which will be improved to full NCRSS commercial standards. The new electronic entry gate noted above will be fitted with a Knox Rapid Access system to facilitate access by emergency response vehicles. The winery development layout affords ready access to all winery and residential structures on the property. Commercial fire sprinkler

systems, consistent with County building code requirements will be installed in the winery structure. The current development plans provide for the installation of onsite water storage tanks exclusively for fire protection. The actual quantity of fire protection water stored onsite will be determined by a fire protection consultant during development of site improvement construction drawings.

TRAFFIC:

As required, Proposed Project Winery Traffic Information / Trip Generation information has been provided as part of the Use Permit application form. The traffic information analysis included peak hour and daily traffic for Maximum Daily Weekday and Maximum Daily Weekend scenarios, during Harvest Season and non-Harvest Season conditions. The theoretical Total Daily Trips for the proposed project are as follows:

- Maximum Daily Weekday Traffic (Friday, non-Harvest Season): 18 trips
- Maximum Daily Weekday Traffic (Friday, Harvest Season): 23 trips
- Maximum Daily Weekend Traffic (Saturday, non-Harvest Season): 18 trips
- Maximum Daily Weekend Traffic (Saturday, Harvest Season): 22 trips

These theoretical Maximum Daily Trips are all below the 40 trips-per-day maximum required by the Class 3 Categorical Exemption for New Construction or Conversion of Small Structures (State CEQA Guidelines §15303) (Class 3 CatEx).

In order to meet the requirements for the Class 3 CatEx, all daily T&T and Marketing Event traffic will be scheduled outside the afternoon peak traffic period 3:30pm-4:30pm. As such, the theoretical Peak Hour Trips associated with non-visitor traffic are as follows:

- Maximum PM Peak Hour Weekday Traffic (Friday, non-Harvest Season): 2 trips
- Maximum PM Peak Hour Weekday Traffic (Friday, Harvest Season): 3 trips
- Maximum PM Peak Hour Weekend Traffic (Saturday, non-Harvest Season): 2 trips
- Maximum PM Peak Hour Weekend Traffic (Saturday, Harvest Season): 3 trips

These Maximum PM Peak Hour Trip values are all below the 5 peak-hour-trips maximum required by the Class 3 CatEx.

For both normal operations and marketing events, parking for all visitors will be accommodated onsite through the use of the all-weather parking areas and existing vineyard avenues.

The majority of the grapes needed to produce the requested maximum wine production will be supplied by the existing vineyard on the Property. Because these grapes will be processed at the proposed winery, rather than at a facility elsewhere in Napa County, approval of this application will effectively remove approximately 60 grape-hauling truck trips from SR 29, Sulfur Springs Road and other County roadways.

VIEWSHED PROTECTION:

The project site does not meet the applicability criteria set forth in Napa County Code §18.106.

ACCESSORY ACTIVITIES:

Proposed marketing activities are summarized above. The winery development plan includes six parking spaces (including one van-accessible handicap space) proposed for employees, anticipated day-to-day visitors and miscellaneous delivery vehicles. During harvest, it is not expected that all employees will be working during the same hours or days. Additional parking for marketing events, if needed, is available on flat, undeveloped land in the vicinity of the winery. The proposed winery will allow activities conducted in accordance with AB 2004 (Evans Bill) in patio and garden areas adjacent to the winery structure.

CULTURAL AND ENVIRONMENTAL RESOURCES

The Property is entirely developed with vineyard, residential or farming structures or landscaping. No land in “natural condition” occurs on the Property. The proposed winery development will occur completely within existing developed areas on the Property and Lewelling Lane

The environmental sensitivity maps on file in the County Planning Department have been reviewed to determine if this project will be subject to any other environmental issues. These maps are used by the Department to determine whether any environmental conditions exist on a particular site which would warrant special studies or mitigation measures to avoid damage to environmental resources. These maps cover floodplain areas, archeological sites, endangered plants and animals, geologic hazards such as landslides and earthquake faults, potential inundation from dam failure and the like. A review of these maps indicated that the property is not within any Napa County sensitive environmental resource overlay.

As summarized in the attached “Voluntary Best Management Practices Checklist for Development Projects,” the Applicant plans or currently engages in the following practices with measurable greenhouse gas (GHG) reduction potential:

- Generation of onsite renewable energy (planned)
- Habitat restoration or new vegetation (existing)
- Alternative fuel and electric vehicles in fleet (existing)
- Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 2 (planned)
- Vehicle Miles Traveled (VMT) reduction plan (planned)
- Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 1 (planned)
- Energy conserving lighting (existing)
- Bicycle incentives (planned)
- Connect to recycled water (planned)
- Install water efficient fixtures (planned)
- Low-impact development (LID) (existing and planned)
- Water efficient landscape (existing)
- Recycle 75% of all waste (existing and proposed)
- Compost 75% food and garden material (existing and proposed)
- Planting of shade trees within 40 feet of the south side of the building elevation (existing and proposed)

- Electrical vehicle charging station(s) (existing)
- Site Design that is oriented and designed to optimize conditions for natural heating, cooling, and day lighting of interior spaces, and to maximize winter sun exposure; such as a cave (existing)
- Limit the amount of grading and tree removal (existing)

In addition, the Applicant plans or currently engages in the following practices with un-measurable GHG reduction potential:

- Intension to become a Certified Green Business or certified as a "Napa Green Winery" (planned)
- Use of recycled materials (planned)
- Local food production (existing)
- Use 70-80% cover crop (existing)
- Retain biomass removed via pruning and thinning by chipping the material and reusing it rather than burning on-site (existing)