



A Tradition of Stewardship
A Commitment to Service

AGENDA

NAPA COUNTY CONSERVATION, DEVELOPMENT AND PLANNING COMMISSION

**Wednesday January 18, 2012
9:00 AM**

COMMISSION MEMBERS

<i>COMMISSIONER</i> <i>Heather Phillips</i> <i>District # 1</i>	<i>VICE-CHAIR</i> <i>Terry Scott</i> <i>District # 4</i>	<i>COMMISSIONER</i> <i>Matt Pope</i> <i>District # 5</i>	<i>COMMISSIONER</i> <i>Bob Fiddaman</i> <i>District # 3</i>	<i>CHAIR</i> <i>Mike Basayne</i> <i>District # 2</i>
<i>COMMISSION COUNSEL</i> <i>Laura Anderson</i>		<i>SECRETARY-DIRECTOR</i> <i>Hillary Gitelman</i>		<i>COMMISSION CLERK</i> <i>Melissa Gray</i>

The Commission welcomes you to its meeting which is regularly scheduled the first and third Wednesday of the month. The Commission meets at 1195 Third Street, Suite 305, Napa. The following information is provided to ensure your understanding and participation in the Commission's meeting and decision making process. Your comments and participation in the meeting are invited and would be welcomed. It is our desire to give everyone an opportunity to speak and be heard in a timely manner and within an atmosphere of respect and diplomacy. These procedures are meant to foster an atmosphere of respect. Assistive listening devices are available for the hearing impaired from the office of the Clerk of the Board. If an ASL interpreter or any other special arrangement is required, please provide the Clerk of the Commission with 24-hour notice by calling 253-4417.

ITEMS TO BE DECIDED WITHOUT ADDITIONAL TESTIMONY:

Items listed under this section on the agenda are regular items which are recommended for approval or continuance by staff with the applicant's consent concerning conditions of approval, when the applicant has signed any required project revision statement and when no member of the Commission or public indicates a desire to comment or ask questions about the item. These items regardless of their agenda assigned number will be acted upon by the Commission in one motion at the beginning of the meeting. Applicants having items so listed need not speak unless they disagree with the staff recommendation or wish to comment. If an Item requires discussion, it will be heard in the numerical order listed on the agenda.

PERSONS WISHING TO SPEAK CONCERNING AN AGENDA ITEM:

If you wish to speak on an item on the Agenda and under discussion by the Commission, you may do so upon receiving recognition from the Chairperson. After being recognized by the Chairperson, please step to one of the microphones and state your name and address and make your presentation. No comment or testimony shall be shouted from the audience. All comments are to be directed to the Commission, including inquiries requiring staff response. Time limitations shall be at the discretion of the Chair or Commission.

APPEAL PROCEDURE:

If you do not agree with the Commission's decision or the conditions that may have been imposed by the Commission in approving an agenda item, you may appeal the Commission's action to the Napa County Board of Supervisors. Appeal must be filed within ten (10) working days from the date of the Commission's

action. Appeals may be limited to those issues raised at the public hearing relating to the agenda item or to written correspondence delivered to the Planning Commission at or prior to the public hearing. For additional information concerning the County's Ordinance requirements for filing an appeal or to obtain the required forms to file an appeal, please stop at the front counter in the County Executive Office/Clerk of the Board, 1195 Third Street, Suite 310 in Napa. If you have any question concerning the appeals procedure, please call (707) 253 4580 and request assistance.

All materials relating to an agenda item for an open session of a regular meeting of the Planning Commission which are provided to a majority or all of the members of the Commission by Commissioners, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at the time of such distribution, in the office of the Clerk of the Planning Commission, 1195 Third Street, Suite 210, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Commission at the meeting will be available for public inspection at the public meeting if prepared by the members of the Commission or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Agenda available on line at www.countyofnapa.org

1. CALL TO ORDER / ROLL CALL**2. PLEDGE OF ALLEGIANCE****3. CITIZEN COMMENTS AND RECOMMENDATIONS**

The Commission invites Citizen comments and recommendations concerning current problems and future prospects of a planning nature which are within the jurisdiction of the Conservation, Development & Planning Commission. Anyone who wishes to speak to the Commission on such a matter, if it is not on the agenda, may do so at this time.

4. APPROVAL OF MINUTES

None.

5. DIRECTOR'S REPORT

- BOARD OF SUPERVISORS ACTIONS
- OTHER DEPARTMENT ACTIVITIES

6. AGENDA REVIEW**7. DISCLOSURES****8. PUBLIC HEARING ITEMS TO BE DECIDED WITHOUT ADDITIONAL TESTIMONY****9. PUBLIC HEARING ITEMS****A. NAPA EXECUTIVE CENTER / NAPA OFFICE LLC - USE PERMIT (P08-00555-UP)**

CEQA Status: Mitigated Negative Declaration prepared. According to the Mitigated Negative Declaration, the proposed project would have, if mitigation measures are not included, a potentially significant environmental impact in the following areas: Greenhouse Gas Emissions and Transportation/Traffic. This project site is not on any of the lists of hazardous waste sites enumerated under Government Code Section 65962.5.

Request: Approval of a use permit for the construction and operation of a three-story multi-tenant office building totalling 67,930 square feet of floor area. Site improvements include an exception to the Airport Industrial Area Specific Plan design standards for a 15% reduction of required parking spaces for a total number of 203 spaces. Access will be provided from a new driveway on Gateway Road East. The project site is comprised of two parcels that are split for assessment purposes and will be combined. The project will connect to municipal water and sewer services provided by the City of American Canyon and the Napa Sanitation District, respectively. The proposed project is located on a 4.3 acre site at the terminus of Gateway Road East, within an Industrial Park: Airport Compatibility (IP:AC) zoning district. APN's: 057-200-001 SFAP (Split For Assessment Purposes) and -009 SFAP. Napa.

Staff Recommendation: Adopt the revised Mitigated Negative Declaration and approve the Use Permit with the proposed Conditions of Approval.

Staff Contact: Kirsty Shelton, (707) 299-1377 or kirsty.shelton@countyofnapa.org

B. AETNA SPRINGS RETREAT / AETNA PRESERVE LLC - USE PERMIT MAJOR MODIFICATION P11-00385-MOD

CEQA Status: The project consists of minor alterations and improvements to facilitate restoration and revitalization of an existing and use permit entitled historic facility qualifying as Categorically Exempt under Section 15301 - Class 1 "Existing Facilities", Section 15302 - Class 2 "Replacement or Reconstruction", Section 15303 - Class 3 "New Construction or Conversion of Small Structures", Section 15304 - Class 4 "Minor Alterations to Land", Section 15308 - Class 8 "Actions by Regulatory Agencies for Protection of the Environment", Section 15311 - Class 11 "Accessory Structures", Section 31 - Class 31 "Historical Resource Restoration/Rehabilitation", and Section 33 - Class 33 "Small Habitat Restoration Projects" of the California Environmental Quality Act and Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B. The project will not impact an environmental resource of hazardous or critical concern, has no cumulative impact, there is no reasonable possibility that the activity may have a significant effect on the environment due to unusual circumstances, will not result in damage to scenic resources, is not located on a list of hazardous waste sites enumerated under Government code section 65962.5, will not cause a substantial adverse change in the significance of a historical resource or extract groundwater in excess of the Phase 1 groundwater extraction standards as set by the Department of Public Works.

Request: Approval of a Major Modification to Use Permit #96349 to restore and revitalize the historic Aetna Springs Resort, a private recreational/educational/religious retreat with overnight lodging for a maximum of 100 guests on Monday through Thursday evenings and 200 guests on Friday through Sunday evenings including: (1) rehabilitation of 28 existing historic structures in accordance with the Secretary of the Interior's Standards for Restoring Historic Structures; (2) construction of a new approximately 12,000 sq. ft. lodging structure of similar design and in the same location as an extant structure lost to fire; (3) relocation of five structures currently located within County-established stream setbacks to sites further removed from Aetna Springs Creek; (4) construction of two new maintenance and service structures totaling approximately 2,400 sq. ft. in similar locations to the extant historic structures; (5) implementation of a Riparian Restoration Plan for Aetna Springs Creek; (6) restoration and replacement of historic manmade features within the historic site and within stream setbacks of Aetna Springs Creek in accordance with the U.S. Department of the Interior Standards for Compliance with Historical Preservation Act of 1974; (7) relocation of the existing swimming pool adjacent to Aetna Springs Creek outside of stream setbacks and conversion of the existing swimming pool to an environmentally compliant contemplation pool; (8) reconfiguration of the existing "western" parking lot to County standards and outside of stream setbacks; (9) conversion from 25 on-site resident employees to 120 employees with a maximum of 45 employees per shift; (10) hosting of private events and meetings for members and guests; (11) replacement/installation of new domestic water supply and subsurface sanitary septic system; and (12) other minor related improvements. The subject historic resort is located on two parcels comprising 79.90 acres within an overall approximately 672 acre holding governed by Use Permit entitlement (UP#96349). The project is located at 1600 Aetna Springs Road approximately 4,000 ft. west of its intersection within Pope Valley Road/Butts Canyon Road within an Agricultural Watershed (AW) zoning district; Assessor's Parcel #'s: Resort APN's 018-300-017 & 018-300-018; Other APN's 016-040-036, 016-040-037, 016-040-038, 016-040-039, 016-060-020, 016-060-021, 016-070-002, 018-300-005, 018-300-020, 018-300-031, 018-300-032, 018-300-033, 018-300-045, 018-300-046, and 018-300-047; 1600 Aetna Springs Rd., Pope Valley.

Recommendation: Find the project categorically exempt and approve the Use Permit Major Modification as proposed with conditions of approval.

Staff Contact: John McDowell, 299-1349 or john.mcdowell@countyofnapa.org

1:30 P.M. SET MATTER

C. CLIMATE ACTION PLAN, COUNTY-INITIATED GENERAL PLAN IMPLEMENTATION ACTION

CEQA Status: In accordance with CEQA and the State CEQA Guidelines (Section 15168), the County

is proposing to use the program level Environmental Impact Report (EIR) for the General Plan Update (SCH#2005102088, certified June 2008) as the EIR for the Climate Action Plan. As discussed in a separate memorandum and checklist (initial study) dated January 28, 2011, this approach is consistent with CEQA and the State CEQA Guidelines because (1) the project is within the scope of the General Plan approved in 2008, and (2) the program EIR prepared for the General Plan Update adequately describes the activity for purposes of CEQA. In addition, (3) the County has not identified any changes in the General Plan, changes in circumstances under which the General Plan Update was adopted, or new information of substantial importance that would necessitate subsequent environmental review pursuant to CEQA Guidelines Section 15162. A copy of the General Plan Update EIR may be reviewed during business hours at the offices of the Department of Conservation, Development and Planning, 1195 Third Street in Napa, or on the County's website, www.countyofnapa.org.

Request: Conduct a public hearing and then (1) recommend the revised Climate Action Plan to the Napa County Board of Supervisors for adoption by resolution; and (2) direct staff to begin using the proposed green house gas checklist on a trial basis. The revised Climate Action Plan provides a baseline inventory of green house gas (GHG) emissions from all sources in unincorporated Napa County as well as strategies for reducing those emissions to 1990 levels by 2020 consistent with California Assembly Bill 32 from 2006. Emission reduction strategies included in the plan would be implemented by the State, the County itself, and by individual project applicants. Specifically, the plan would require discretionary projects approved by the County to reduce their "business as usual" emissions by 39%. The proposed checklist would be used by project applicants to select the emission reduction strategies they would implement, and would allow staff and consultants to calculate project emissions and emission reductions. Adoption of the Climate Action Plan would implement an action item in the General Plan Update of 2008 and would effectively establish a CEQA significance threshold for GHG emissions pursuant to CEQA Guidelines Section 15064.7.

Staff Recommendation: Recommend that the Board of Supervisors find the proposed project within the scope of the General Plan Program EIR and adopt the Climate Action Plan. Also direct staff to begin using the proposed green house gas checklist on a trial basis.

Staff Contacts: Hillary Gitelman 253-4805 hillary.gitelman@countyofnapa.org and Steve Lederer 253-8228 steve.lederer@countyofnapa.org.

10. DEPUTY DIRECTOR'S REPORT

- DISCUSSION OF ITEMS FOR THE *FEBRUARY 1, 2012* MEETING
- CODE COMPLIANCE REPORT
- ZONING ADMINISTRATOR ACTIONS
- OTHER PENDING PROJECTS' STATUS

11. COMMISSIONER COMMENTS / COMMITTEE REPORTS

12. FUTURE AGENDA ITEMS

- #03457-UP, 1 year after opening -Kendall Jackson (formerly Pecota) Winery
- #P-09-00185-UP, 1 year after opening - Ca'Nani Winery
- #P10-00123-MOD, 1 year after opening MJA Vineyard
- #P10-00206-UP, 1 year after opening Caravan Sarai Winery
- P10-00177-MOD, 1 year after final - Kelham Winery

13. ADJOURNMENT

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON JANUARY 11, 2012 BY 4:45 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

Sarah Minahen (By e-signature)
Sarah Minahen, Acting Clerk of the Commission