



A Tradition of Stewardship
A Commitment to Service

AGENDA

NAPA COUNTY PLANNING COMMISSION

Wednesday, December 18, 2013
9:00 AM

COMMISSION MEMBERS

<i>COMMISSIONER</i> <i>Heather Phillips</i> <i>District # 1</i>	<i>COMMISSIONER</i> <i>Michael Basayne</i> <i>District # 2</i>	<i>CHAIR</i> <i>Terry Scott</i> <i>District # 4</i>	<i>VICE-CHAIR</i> <i>Bob Fiddaman</i> <i>District # 3</i>	<i>COMMISSIONER</i> <i>Matt Pope</i> <i>District # 5</i>
<i>COMMISSION COUNSEL</i> <i>Laura Anderson</i>	<i>SECRETARY-DIRECTOR</i> <i>Pete Parkinson</i>	<i>COMMISSION CLERK</i> <i>Melissa Frost</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. 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 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 - None****9. PUBLIC HEARING ITEMS****A. 3730 SILVERADO TRAIL WINERY- USE PERMIT NO. P13-00260**

CEQA Status: Consideration and possible adoption of a Negative Declaration. According to the proposed negative declaration, the project would not have any potentially significant environmental impacts. The 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 a new 60,000 gallon per year winery as : 1. construction of new winery buildings totaling 28,524 square feet, including a covered crush pad, barrel storage, hospitality and tasting room, and office space; 2. construction of a Transient Non-Community Water System (a water system to serve the winery, vineyard, visitors, and employees); 3. construction of 20 parking spaces; 4. construction of a left-turn lane on Silverado Trail; 5. construction of a driveway to the proposed winery building and existing residence; 6. tours and tastings by appointment only on a daily basis up to a maximum of 60 visitors per day and a maximum of 210 per week; 7. private promotional tastings with meals up to 12 per year with a maximum of 35 guests; marketing events up to four per year with a maximum of 100 guests; 8. harvest events up to two per year with a maximum of (100) guests; and 9. 10 or fewer employees. The 17.70 acre project parcel is located at the northeast juncture of Silverado Trail and Crystal Springs Road, within the AP (Agricultural Preserve) zoning district. APN:021-040-017. 3730 Silverado Trail, St. Helena, Calif.

Staff Recommendation: Adopt the negative declaration and approve the Use Permit, as conditioned.

Staff Contact: Shaveta Sharma, (707) 299-1358 or shaveta.sharma@countyofnapa.org

Applicant Contact: Jon Webb, (707) 963-1217 or jwebb@albionsurveys

B. J3 WINE PARTNERS, LLC / FARM COLLECTIVE WINERY USE PERMIT - USE PERMIT # P13-00331-UP

CEQA Status: Consideration and possible adoption of a Categorical Exemption pursuant to Sections 15301 (Class 1, Existing Facilities); Section 15302 (Class 2, Replacement or Reconstruction); and Section 15303 (Class 3, New Construction or Conversion of Small Facilities) of the California Environmental Quality Act (CEQA). 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 to establish a new winery that includes the following: 1) Annual wine production of 80,000 gallons/year; 2) Reconfiguration (tenant improvement) of a 13,865 square feet facility with approximately 11,050 square feet of production space and 2,815 square feet of accessory space; 3) Daily, appointment-only tours and tastings with up to 30-people/day; 4) A winery marketing plan with 12 annual 100-person events and one annual 100-person event (all catered); 5) Installation of a new hold-and-haul process wastewater treatment system; 6) Daily hours of operation from 8:00 AM-6:00 PM, excluding marketing events; 7) Up to 10 employees; 8) Installation of winery identification signs; and, 9) 32 on-site parking spaces. The project is located on an approximately 1.77 acre parcel on the east side of Devlin Road, approximately 363 feet north of the intersection with Sheehy Court, within the IP:AC (Industrial Park : Airport Compatibility Combination) Zoning District, and addressed as 394/396 Devlin Road, Napa, CA 94558, Assessor's Parcel Numbers 057-300-001, -003 and -004.

Staff Recommendation: Adopt the Categorical Exemption and approve the Use Permit as conditioned.

Staff Contact: Ronald Gee, (707) 299-1351, ronald.gee@countyofnapa.org

Representative Contact: George Monteverde, (707) 761-2516

10. ADMINISTRATIVE ITEMS - None

11. DEPUTY DIRECTOR'S REPORT

- DISCUSSION OF ITEMS FOR THE **JANUARY 15, 2014 REGULAR MEETING**
- CODE COMPLIANCE REPORT
- ZONING ADMINISTRATOR ACTIONS
- OTHER PENDING PROJECTS' STATUS

12. COMMISSIONER COMMENTS / COMMITTEE REPORTS

13. FUTURE AGENDA ITEMS

- #03457-UP, 1 year after occupancy - Kendall Jackson (formerly Pecota) Winery
- #P09-00185, UP, 1 year after occupancy - Ca' Nani Winery
- #P10-00206-UP, 1 year after occupancy for visitation - Caravan Serai Winery
- #P10- 00123-MOD, 1 year after occupancy - MJA Vineyards

- #P11-00464-MOD, 1 year after occupancy - Oakville Grocery
- #P12-00436-Cottage Food Ordinance, April 2014 - Status Review

14. 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 12-12-13 BY 12:00 PM. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

Melissa Frost (By e-signature)
Melissa Frost, Clerk of the Commission