



A Tradition of Stewardship
A Commitment to Service

AGENDA

NAPA COUNTY PLANNING COMMISSION

Wednesday, December 05, 2012 9:00 AM

COMMISSION MEMBERS

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| <i>COMMISSIONER</i> <i>Heather Phillips</i> <i>District # 1</i> | <i>CHAIR</i> <i>Michael Basayne</i> <i>District # 2</i> | <i>VICE-CHAIR</i> <i>Terry Scott</i> <i>District # 4</i> | <i>COMMISSIONER</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>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 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

Clerk of the Commission requests approval of Minutes for the meeting held on: November 7, 2012 (Commissioner Phillips was excused)

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. TREFETHEN FAMILY VINEYARDS, LTD. / JOHN TREFETHEN / H & L WINERY - USE PERMIT # P12-00272**

CEQA status: Categorically Exempt pursuant to Appendix B, Class 3, of the Napa County Local Procedures for Implementing the California Environmental Quality Act which exempts the construction and operation of small wineries. This project is not on any of the lists of Hazardous waste sites enumerated under Government Code Section 65962.5.

Request: Use Permit to establish a new 30,000 gallon per year winery with: 1) a +/- 4,500 sq. ft. building; 2) a +/- 500 sq. ft. covered crush pad; 3) up to 4 employees; 4) 13 parking spaces (including 1 ADA-accessible space); 5) by-appointment tours and tastings including food/wine pairings with a maximum of 20 visitors per day and a maximum of 140 visitors per week; 6) visitation hours from 10 am to 6 pm, daily (non-harvest production hours 6 am to 6 pm); 7) Evans Bill (AB2004) on-premise consumption; 8) an annual marketing plan with ten (10) 30-person events per year and one (1) 100 person event per year; 9) new on-site domestic wastewater treatment and disposal systems; 10) connection to existing off-site treatment ponds for process waste; 11) a 50,000 gallon water storage tank and pump house; 12) improvement of existing vineyard roads to comply with Napa County Road and Street Standards; and, 13) installation of an eastbound left-turn lane on Oak Knoll Avenue at the winery driveway. The 41.15 acre parcel is located north of Oak Knoll Avenue, west of Big Ranch

Road, within the AP (Agricultural Preserve) zoning district. APN: 036-150-062 (formerly 036-150-054).
1216 Oak Knoll Avenue, Napa.

Staff Recommendation: Find the project categorically exempt and approve the requested use permit as conditioned.

Staff Contact: Sean Trippi, 707-299-1353 or sean.trippi@countyofnapa.org

10. ADMINISTRATIVE ITEMS

A. 2012 STANDARD CONDITIONS OF APPROVAL ADOPTION

Request: Adoption of Standard Conditions of Approval for non-winery related projects. These standard conditions will be applied to all new non-winery related projects and to any future modifications. Also included is a minor update to the previously approved winery related standard conditions of approval to reflect the Department's structural reorganization, clarify regulatory intent, and improve overall disclosure for customers.

Staff Recommendation: Adopt proposed conditions by simple motion.

Staff Contact: Charlene Gallina, 299-1355 or charlene.gallina@countyofnapa.org

B. ADOPTION OF THE 2013 PLANNING COMMISSION MEETING CALENDAR

Request: Adopt the regular meeting schedule for 2013

Staff Contact: Melissa Gray 299-1380 or melissa.gray@countyofnapa.org

C. STANDING COMMITTEE APPOINTMENTS FOR THE CALENDAR YEAR 2013

Request: Annual appointments and reappointments of Commission members to standing committees.

Staff Contact: Melissa Gray 299-1380 or melissa.gray@countyofnapa.org

D. ELECTION OF 2013 PLANNING COMMISSION OFFICERS

Staff Recommendation: Elect Chairperson and Vice-Chairperson for the 2013 calendar year.

Staff Contact: Melissa Gray 299-1380 or melissa.gray@countyofnapa.org

11. DEPUTY DIRECTOR'S REPORT

- DISCUSSION OF ITEMS FOR THE **JANUARY 17, 2013 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 opening - Kendall Jackson (formerly Pecota) Winery
- #P09-00185-UP, 1 year after opening - Ca' Nani Winery
- #P10-00123-MOD, 1 year after occupancy - MJA Vineyards
- #P10-00206-UP, 1 year after opening for visitation - Caravan Serai
- #P10-00177-MOD, 1 year after occupancy - Kelham Winery
- #P11-00464-MOD, 1 year after occupancy - Oakville Grocery

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 NOVEMBER 27, 2012 BY 4:30 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, Assistant Clerk of the Commission