

# AGENDA

## NAPA COUNTY PLANNING COMMISSION

1195 Third Street, Ste. 305  
Napa, Ca. 94558

**Wednesday, December 07, 2016**  
**9:00 AM**



A Tradition of Stewardship  
A Commitment to Service

### 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>COMMISSIONER</i> <i>Anne Cottrell</i> <i>District # 3</i>	<i>COMMISSIONER</i> <i>Terry Scott</i> <i>District # 4</i>	<i>VICE-CHAIR</i> <i>Jeri Gill</i> <i>District # 5</i>
<i>COMMISSION COUNSEL</i> <i>Laura Anderson</i>		<i>SECRETARY-DIRECTOR</i> <i>David Morrison</i>		<i>COMMISSION CLERK</i> <i>Melissa Frost</i>

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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, Ste. 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 305 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](http://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 2, 2016 (Commissioner Phillips 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. SLEEPING LADY WINERY - BRIAN G. WISE - USE PERMIT P15-00423-UP**

**CEQA Status:** Consideration and possible adoption of a Negative Declaration. According to the proposed Negative Declaration, the proposed project would not have any potentially significant environmental impacts. The project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

**Request:** Approval of a use permit to allow the construction of a new 30,000 gallon winery with the following characteristics: a) Phasing of production beginning at 10,000 gallons annually until the fermentation pad is constructed in Phase 2 at which time production may increase to a maximum of 30,000 gallons annually. Bottling to be handled by a mobile bottling service on an as needed basis; b) Phase 1 - Restore and convert the approximately 3,600 square foot barn to an approximately 3,200 square foot winery building with an approximately 320 square foot tasting room, and an approximately 1,000 square foot uncovered mechanical area behind the winery building. Restoration will be completed in compliance with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings; c) Phase 2 - construct an approximately 4,000 square foot covered outdoor fermentation and processing work area; d) Installation of wastewater treatment systems (change in system type to coincide with Phase 2 production increase); e) Temporary hold and haul system (alternative wastewater treatment option during Phase 1); f) Outdoor hospitality area of 2,300 square feet with an arbor; g) On-premises consumption of wines

produced on site in the tasting room and outdoor hospitality area in accordance with Business and Professions Code Sections 23358, 23390 and 23396.5 (AB 2004-Evans Bill); h) Seven (7) parking spaces; i) Two (2) water storage tanks (10,000 gallons); j) Driveway improvements including widening on the northern side of the driveway; k) Tours and tastings by appointment only for 20 persons per day; l) Marketing plan - Ten events (30 persons per event) and two events (75 persons per event) per year; m) Catering or pre-packaged food for events and tastings; n) Two (2) full time and two (2) part time employees; o) Hours of operation: production daily 6 AM to 6 PM and visitation daily 10 AM to 6 PM; and p) Approximately 1,000 cubic yards of spoils generated through construction to be used on-site or hauled off-site to a location pre-approved by Napa County. The project is located on a 104-acre parcel on the west side of Solano Avenue, approximately 2 miles north of the City of Napa. The General Plan land use designation is Agriculture, Watershed and Open Space (AWOS) Designation and Agricultural Resource (AR) Designation. The property is split-zoned Agricultural Watershed (AW) and Agricultural Preserve (AP). The site address is 5537 Solano Avenue, Napa; APN: 034-170-005.

**Staff Recommendation:** Adopt the Negative Declaration and approve the Use Permit with the proposed conditions of approval.

**Staff Contact:** Emily Hedge, (707) 259-8226 or [emily.hedge@countyofnapa.org](mailto:emily.hedge@countyofnapa.org)

**Applicant Representative:** Donna Oldford, Plans 4 Wine, 2620 Pinot Way, St. Helena, 94574, (707) 963-5832 or [dboldford@aol.com](mailto:dboldford@aol.com)

## 10. ADMINISTRATIVE ITEMS

### A. ADOPTION OF THE 2017 PLANNING COMMISSION MEETING CALENDAR

**Request:** Adopt the regular meeting schedule for 2017.

**Staff Contact:** Melissa Frost 299-1380 or [melissa.frost@countyofnapa.org](mailto:melissa.frost@countyofnapa.org)

### B. ELECTION OF 2017 PLANNING COMMISSION OFFICERS

**Staff Recommendation:** Elect Chairperson and Vice-Chairperson for the 2017 calendar year.

**Staff Contact:** Melissa Frost 299-1380 or [melissa.frost@countyofnapa.org](mailto:melissa.frost@countyofnapa.org)

## 11. DEPUTY DIRECTOR'S REPORT

- DISCUSSION OF ITEMS FOR THE **DECEMBER 21, 2016 REGULAR MEETING**
- CODE COMPLIANCE REPORT
- ZONING ADMINISTRATOR ACTIONS
- OTHER PENDING PROJECTS' STATUS

## 12. COMMISSIONER COMMENTS / COMMITTEE REPORTS

**13. FUTURE AGENDA ITEMS**

ITEMS REQUIRED TO RETURN TO THE PLANNING COMMISSION FOR DISCUSSION BASED ON FUTURE PRIVATE CONSTRUCTION SCHEDULE

- #03457-UP, 1 year after occupancy - Kendall Jackson (formerly Pecota) Winery
- #P12-00347-UP, 1 year after occupancy - Diogenes Ridge 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
- #P13-00055-UP, 3 years after approval date for reporting on visitation and marketing - Bell Wine Cellars

**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 12-1-2016 BY 9:30 AM. 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