



A Tradition of Stewardship
A Commitment to Service

AGENDA

NAPA COUNTY CONSERVATION, DEVELOPMENT AND PLANNING COMMISSION

Wednesday June 15, 2011
9:00 AM

COMMISSION MEMBERS

<i>COMMISSIONER</i> <i>Heather Phillips</i> <i>District # 1</i>	<i>VICE-CHAIR</i> <i>Michael Basayne</i> <i>District # 2</i>	<i>COMMISSIONER</i> <i>Terry Scott</i> <i>District # 4</i>	<i>COMMISSIONER</i> <i>Bob Fiddaman</i> <i>District # 3</i>	<i>CHAIR</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.

DISCLOSURE – CONFLICT OF INTEREST:

State law requires Planning Commissioners to disclose, and then be disqualified from participation in, any proceeding involving a license, permit, or other entitlement for use, if the officer has received from any participant in the proceeding an amount exceeding \$420 within the prior 12 month period. State law also requires any participant in a proceeding to disclose on the record any such contributions to an agency officer.

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. 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.

3. 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. RONALD and ANITA WORNICK/SEVEN STONES WINERY- USE PERMIT MAJOR MODIFICATION P10-00372 with Road and Street Standards Exception**

CEQA status: Categorically Exempt pursuant Section 15303 of the California Environmental Quality Act (Class 3-new construction or conversion of small structures) and appendix B, Class 3 of the Napa County Local Procedures for Implementing the California Environmental Quality Act. Class 3 allows for construction and operation of small wineries that are less than 5,000sf, exclusive of caves, produce less than 30,000 gallons per year, generate less than 40 vehicles trips per day and 5 peak hour trips, hold no more than 10 marketing events per year with less than 30 attendees, and hold no temporary events. This project is not on any of the lists of hazardous waste sites enumerated under Government Code section 65962.5.

Request: Approval of a Major Modification to Use Permit #04015-UP to allow the following: 1) construct a two story, 904 square foot addition to the existing 1,158 square foot single story winery structure to include storage, a restroom, tasting room, office, and wine laboratory; 2) increase wine production from 1,000 gallons per year to 4,500 gallons per year; 3) increase appointment only tours & tastings from 4 visitors per month to 4 visitors per day with a maximum of 60 visitors per month; 4) increase parking from 2 to 5 spaces; and 5) improvement of the existing private access road to County standards including a request for a Road and Street Standards Exception to allow reductions in pavement width and an alternate location for fire truck turn around access. The winery site is located on the east side of Meadowood Lane approximately 1.5 miles from its intersection with Howell Mountain Road within an Agricultural Watershed (AW) zoning district. (APN: 025-080-031) 840 Meadowood Lane. St Helena.

Staff Recommendation: Find the project categorically exempt and approve the requested use permit with Road and Street Standards exception as conditioned.

Staff Contact: Mary Doyle, 299-1350 or mary.doyle@countyofnapa.org

10. ADMINISTRATIVE ITEMS

A. HISTORIC PRESERVATION ORDINANCE UPDATE

CEQA Status: No action is proposed at this time, so this agenda item is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable. CEQA review will be completed before the proposal is brought to the Commission for action.

Request: Presentation and discussion regarding the proposed update to the County's historic preservation ordinance. This is a status report only, and no action is requested.

Staff Recommendation: Receive the staff presentation and public input; provide direction to staff. No formal action is requested at this time.

Staff Contact: Linda St. Claire 299-1348 or linda.stclaire@countyofnapa.org

B. DESIGN REVIEW GUIDELINES

Request: Presentation of a draft informational handout containing a compilation of all existing County policies and requirements related to project design. Commission and public comments are requested.

Staff Recommendation: Information item. Commission may provide direction.

Staff Contact: John McDowell, 299-1354 or john.mcdowell@countyofnapa.org or Linda St. Claire, 299-1348 or linda.stclaire@countyofnapa.org

11. DEPUTY DIRECTOR'S REPORT

- | DISCUSSION OF ITEMS FOR THE **JULY 6, 2011 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
- | #P10-000206-UP, 1 year after opening for visitation - Caravan Serai Winery
- | #P06-01426-UP, August 2011 - Pavitt Winery
- | #P10-00123-MOD, August 2011 - MJA Vineyards
- | #P10-00177-MOD, November 2011 - Kelham Winery

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 JUNE 8, 2011 AT 4:30 PM. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

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