# Napa County

**CONSERVATION, DEVELOPMENT AND PLANNING COMMISSION**

# MINUTES

# September 17, 2008

1. **CALL TO ORDER / ROLL CALL  
   Meeting called to order at 9:02 a.m.  
   All Commissioners present.**
2. **PLEDGE OF ALLEGIANCE  
   John McDowell led the salute to the flag.**
3. **CITIZEN COMMENTS AND RECOMMENDATIONS** (10 minutes)  
   **None.**
4. **APPROVAL OF MINUTES  
   Minutes were approved with corrections to items 8b and 8c of the July 16, 2008 Minutes.   
   JK-HP-RJ-BF-TS**
5. **DIRECTOR’S REPORT   
   Hillary Gitelman gave the report.** 
   * BOARD OF SUPERVISORS ACTIONS
     + - **On September 16, 2008 the Board of Supervisors heard a status report on Napa Pipe and held discussions on Work Force Housing with the end result being a staff report that recommended adjustments to four existing programs in the County Code including programs about Inclusionary Housing, Commercial Linkage Fees, Density Bonus Requirements and State Law, and County participation in affordable housing.  
         The board of Supervisors instructed the Planning Department to put together a stakeholders group for further discussions.**
       - **There will be Joint meeting with the Board of Supervisors on October 14, 2008 for PLUMA discussions.**
     + OTHER DEPARTMENT ACTIVITIES
       - **Director Hillary Gitelman will be unavailable for the October 1, 2008 CDPC meeting.   
         Deputy Director John McDowell will be in charge.**
6. **AGENDA REVIEW  
   John McDowell gave the review. No changes.**
7. **DISCLOSURES  
   None.**
8. **PUBLIC HEARING ITEMS TO BE DECIDED WITHOUT ADDITIONAL TESTIMONY   
   None.**

**9. PUBLIC HEARING ITEMS**

**A. SIGN ORDINANCE UPDATE**   
**PROPOSED ORDINANCE #P08-00501** - AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NAPA, STATE OF CALIFORNIA, AMENDING CHAPTER 18.116 AND SECTIONS 18.120.010 AND 18.126.060 OF THE NAPA COUNTY CODE AS THEY RELATE TO REGULATION OF SIGNS  
**CEQA Status:** The project is Categorically Exempt pursuant to Section 15305 of the California Environmental Quality Act (Class 5 – minor alterations to land use limitations) and is not subject to the provisions of the California Environmental  Quality Act (CEQA) pursuant to State CEQA guidelines General Rule 15061(b)(3)  
**Request:**  Minor amendment to signage-related regulations to:  1) Allow signage to identify viticultural areas; 2) clarify the type and duration of temporary signs exempt from permitting;  3) expansion of the definition of agricultural association signs to allow identification of Napa County Land Trust properties; 4) transfer of regulations for temporary off site seasonal agricultural signs from the County Policy Manual to the sign ordinance and 5) other minor technical clarifications and consolidations.   
**Staff Recommendation:**  That the Planning Commission recommend to the Board of Supervisors approval of the ordinance.   
**Commission voted that the Planning Commission recommend to the Board of Supervisors approval of the ordinance.  
BF-JK-HP-RJ-TS**

**10. ADMINISTRATIVE ITEMS**

**A. VACATION RENTAL & DWELLING UNIT DEFINITION ORDINANCE STUDY SESSION**   
Discussion and possible direction to staff prior to development of an ordinance or ordinances implementing Action Item AG/LU-33.1 in the Napa County General Plan calling for a guideline or ordinance clarifying the difference between single family dwelling units and short term commercial guest accommodations, specifying uses and ownership or rental arrangements associated with each, and analyzing extremely large residences to determine if they should require environmental review.    
**Staff Recommendation:**  Planning and County Counsel staff are seeking direction on the scope of the ordinance prior to preparing a draft for consideration and adoption.  
**Item will be brought back to the commission for further discussion.**

**B. CUMULATIVE IMPACT DISCUSSION Presentation and discussion regarding cumulative impacts of winery projects and how they are addressed in staff reports & environmental documents.**CEQA Status:  No action is requested; this is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not   
applicable.   
**Request:**  Discussion item only; no action is requested.   
**Staff Recommendation:**  Planning Commissioners have raised several questions about the cumulative impacts of winery projects, and staff would like to present some information related to winery production and to the way cumulative traffic impacts are considered and addressed in staff reports and environmental documents.  
**Hillary Gitelman gave the report.**

**C**. **JAYSON WOODBRIDGE / ONE TRUE VINE - WINERY USE PERMIT #P04-0551-UP QUARTERLY COMPLIANCE REPORT**   
**Request:**  Status report regarding compliance with Use Permit P04-0551-UP located at 565 Crystal Springs Road, St. Helena, CA.  APN #021-072-044 .  
**Staff Recommendation:**  No action necessary.   
**John McDowell gave the report.**

**11**. **DEPUTY DIRECTOR’S REPORT  
John McDowell gave the report.**

* + - DISCUSSION OF ITEMS FOR THE ***October 1, 2008 CDPC*** MEETING
      * **Alpha Omega Winery**
      * **Busby Industrial Complex**
      * **Laird Winery Expansion**
    - CODE COMPLIANCE REPORT
      * **Katie Duncan Horse boarding. The Planning department received a letter from the applicant withdrawing the proposal and requesting 18 months to relocate operations.**
* ZONING ADMINISTRATOR ACTIONS
  + - * **Approval of Fosters Warehouse**
      * **Home Replacement variance on Milton Road**

**12.** **COMMISSIONER COMMENTS / COMMITTEE REPORT**

* **Commissioner Heather Phillips inquired on the Katie Duncan Horse operation.**
* **Commissioner Terry Scott stated he was informed that Katie Duncan did not send a letter to her neighbors as she stated she would and asked staff to follow up.**
* **Commissioner Terry Scott inquired on a status update of compliance on Olive Hill lane.**
* **Commissioner Terry Scott stated he would like staff to look into the Marin Ordinance requiring houses over 4000 square feet to undergo design review.**
* **Commissioner Jim king inquired on status of the Saintsbury trucking operation.**

**13.** **FUTURE AGENDA ITEMS**

* #00338-UP, 1 year after opening – Caldwell Winery
* #02082-UP, May 2008 – Del Dotto Winery
* #03457-UP, 1 year after opening – Kendal – Jackson (Formerly Pecota) Winery
* #P06-0102, 2 years after opening – Frank Family Winery

**14.** **ADJOURNMENT**  
 **Adjourned to the regular meeting of the Conservation Development and Planning Commission meeting of**

**October 1, 2008.**

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TERRY SCOTT, Chairperson

ATTEST: HILLARY GITELMAN, Secretary-Director

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BARBETTE RUFFINO, Clerk

Key

Vote: RJ = Rich Jager; JK = Jim King; BF = Bob Fiddaman; TS = Terry Scott; HP = Heather Phillips;

The maker of the motion and second are reflected respectively in the order of the recorded vote.

Notations under vote: N = No; A = Abstain; X = Excused