



A Tradition of Stewardship  
A Commitment to Service

Department of Public Works

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Donald G. Ridenhour, P.E.  
Director of Public Works

## PUBLIC WORKS DEPARTMENT INTER-OFFICE MEMORANDUM

**DATE:** June 24<sup>th</sup>, 2010

**TO:** Chris Cahill, Conservation Development and Planning Department

**FROM:** Drew Lander, Assistant Engineer

**SUBJECT:** Sandpoint Winery, APN 027-120-056. P09-00516UP, P09-00535EX

The application would allow a 30,000 gallon per year winery with an approx. 10,691 s.f. new winery building and wine production area. This application proposes 3 full time and 3 part time employees with 6 parking spaces. A winery road setback exception is also requested. Tasting and sales per the marketing plan will be a maximum of 16 persons per day and an average of 42 per week.

### EXISTING CONDITIONS:

1. Existing access is obtained from Inglewood Avenue. The County maintained portion of Inglewood Avenue ends approximately 300ft beyond the development property.
2. No access road currently exists for the proposed winery. Inglewood Avenue varies in width but on average is 20ft wide with varying shoulder width.
3. The winery site is currently undeveloped with no structures or parking designated.
4. One access driveway serves this parcel as a residential driveway.
5. No significant drainages exist on site.

### RECOMMENDED CONDITIONS:

#### GROUNDWATER

1. See attached groundwater comments.

## **TRAFFIC**

2. No traffic counts were available for Inglewood Avenue at this time.

## **PARKING:**

3. Any parking proposed by the applicant or required by the Planning Commission as a condition of this use permit must have a minimum structural section equivalent to support an H20 load designed by a licensed Civil or Geotechnical Engineer and shall not be less than two inches of asphalt concrete over 5 inches of Class II Aggregate. (County Road and Street Standards, Page 27, Section 19).
4. Parking lot details shall conform to the requirements of the latest edition of the Napa County Road and Street Standards.
5. Hammerhead turn around area must be delineated with the appropriate signage and/or striping to prevent cars from parking within the turn around and to maintain clearance for the fire hydrant access.

## **DRIVEWAY:**

6. Access drive shall be a minimum of 18 feet wide with 2 feet of shoulder. Structural section shall be a minimum double seal coat surface over five inches of Class II Aggregate or equivalent (County Road and Street Standards-Common Drive, Page 9, Standard 12).
7. All driveway access to the public right of way must conform to the latest edition of the Napa County Road and Street Standards (Page 52, Detail P-2).
8. The applicant must obtain an encroachment permit for any work performed within the Napa County Right-of-Way.

## **SITE IMPROVEMENTS:**

9. All on site civil improvements including but not limited to the excavation, fill, general grading, drainage, curb, gutter, surface drainage, storm drainage, parking, and drive isles, shall be constructed according to plans prepared by a registered civil engineer, which will be reviewed and approved by this office prior to the commencement of any on site land preparation or construction. Plans shall be submitted with the building permit documents at the time of building permit application. A plan check fee will apply.
10. Proposed drainage for the development shall be shown on the improvement plans and shall avoid the diversion or concentration of stormwater runoff onto adjacent properties. Any change to the natural flow of drainage or that concentrates runoff into the County Right-of-Way shall require a hydraulic analysis sufficient to evaluate the drainage improvements for conformance to the County Road and Street Standards, indicating the path and changes of runoff.

11. Any grading, drainage and parking improvements approved by this Use Permit shall be constructed according to the latest "Napa County Road and Street Standards" and the 2007 California Building Code Appendix J and shall be reviewed and approved by this office prior to construction.
12. If excess soil is generated from onsite grading that cannot be used onsite, the owner shall furnish to the County of Napa Public Works Department evidence that permits and clearances have been obtained prior to commencing off-hauling operations.

#### **OTHER RECOMMENDATIONS:**

13. Prior to the issuance of any grading or building permit, or the signing of improvement plans, the permittee and County shall survey and document the condition of the nearest County road before construction begins, and then reevaluate conditions at the end of construction. Prior to Occupancy of any buildings or commencement of any use, the permittee shall be responsible for repair of any pavement degraded due to its construction vehicles.

#### **CONSTRUCTION STORMWATER REQUIREMENTS**

14. The property owner or his/her designee must understand all parts of these conditions and must maintain the construction site in compliance during all phases of construction.
15. Any construction activity that will result in disturbance of greater than one acre of total land area will require the permittee to obtain coverage in accordance with Napa County's General Permit for Discharges of Storm Water Associated with Construction Activity issued by the Regional Water Quality Control Board (SRWQCB). To achieve this, the permittee shall file a Notice of Intent with the SRWQCB prior to any grading or construction activity. Construction activity subject to this permit includes but is not limited to clearing, grading and disturbances to the ground such as stockpiling, or excavation. The SWPPP relating to the project improvement plans shall be submitted with the building permit application. A plan check fee will apply.
16. All earth disturbing activities shall include measures to prevent erosion, sediment, and waste materials from leaving the site and entering waterways both during and after construction in conformance with the Napa County Stormwater Ordinance. Best Management Practices shall also be implemented to minimize dust at all times. Grading on slopes greater than 5% between October 15 and April 1 requires an extension.
17. Implement effective erosion control measures, as appropriate, to protect exposed soils from being transported by rainfall, flowing water, or wind. Erosion control measures may include, but are not limited to: straw mulch, fiber mat blankets, bonded fiber matrix, soil compaction, and temporary and permanent vegetation.
18. Implement sediment control measures, as appropriate, to trap soil particles after they have been detached and moved by rain, flowing water, or wind. Examples of sediment control measures that

may be used include, but are not limited to: fiber rolls, silt fence, check dams, and storm drain inlet protection.

19. Maintain a designated washout area to remove sediment and chemical pollutants that may be produced from cleaning tools and machinery. A washout area is a temporary wash basin sufficient in size to allow wash water to pond and allow the sedimentation and disposal of particles that have been rinsed off of project equipment. Pollutants include but are not limited to: paint, cement, stucco, etc.
20. Properly maintain all litter, dumps, or stockpiles in such a manner that they will not result in a contaminated discharge.
21. All hazardous materials stored and used on-site during construction that could cause water pollution (e.g. motor oil, cleaning chemicals, paints, concrete, etc.) shall be stored and used in a manner that will not cause pollution, with secondary containment provided. Such storage areas shall be regularly cleaned to remove litter and debris. Any spills shall be promptly cleaned up and appropriate authorities notified.
22. All entrances/exits of a project site shall be protected by a surface that will ensure any vehicles leaving the construction site will not track sediment onto any publicly maintained roadways.
23. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.

#### **POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS**

24. Project must conform and incorporate all appropriate site design Best Management Practices as required by the Napa County manual for *Post-Construction Runoff Management Requirements* which is available at the Public Works office and shall not increase the 2yr-24hr event volume runoff.
25. Prior to final occupancy the property owner must legally record an "implementation and maintenance agreement" approved by the Public Works department to ensure all post-construction structures on the property remain functional and operational for the indefinite duration of the project.
26. Crush pad areas must be covered, graded or otherwise controlled to preclude all runoff from entering the stormdrain system without human intervention. Manual diversion valves are not permitted for the purpose of separating processed water and stormwater.
27. Parking lots and other impervious areas shall be designed to drain through grassy swales, buffer strips, sand filters or other sediment control methods which will be approved by this Department.
28. Trash storage areas shall be paved with an impervious surface, designed not to allow run-on from adjoining areas, and screened or walled to prevent off-site transport of trash. Trash

storage areas must contain a roof or awning to minimize direct precipitation or contain attached lids on all trash containers that exclude rain.

**Any changes in use may necessitate additional conditions for approval.**

If you have any questions regarding the above items please contact Drew Lander at 253-4351. For groundwater questions, please contact Anna Maria Martinez.



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## GROUNDWATER MEMORANDUM

**DATE:** June 24, 2010

**TO:** Conservation Development and Planning Department

**FROM:** Annamaria Martinez, Assistant Engineer   
Phone: 707-259-8378  
Email: [annamaria.martinez@countyofnapa.org](mailto:annamaria.martinez@countyofnapa.org)

**SUBJECT:** Sandpoint Winery, APN# 027-120-056, File # P09-00516

The application would allow the applicant to construct of a new 30,000 gallon per year winery on Inglewood Road in St. Helena.

### EXISTING CONDITIONS:

1. Parcel is located in the "Valley Floor" groundwater region.
2. Existing usage is 11.22 AF/Year.

### RECOMMENDED CONDITIONS:

1. We have reviewed the phase one, water availability analysis for the proposed project. The 16.23 acre parcel is located in the valley floor groundwater region with an extraction threshold of 1.0 AF/Acre, resulting in a total parcel threshold of 16.23 AF/Year. The estimated water demand of 12.60 AF/Year is greater than the existing usage, but below the established threshold for the property.

As the projected usage falls below the established threshold for the property, the projected usage for the project should not have a significant impact on static water levels of neighboring wells.

No further analysis is necessary.