



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: October 6th, 2010

TO: Kirsty Shelton, Conservation Development and Planning Department

FROM: Drew Lander, Assistant Engineer

SUBJECT: Kelham Winery, APN 030-260-029, P10-00177MM

The application will allow for 1) the Dwelling on site to become the tasting room; 2) remodel bathroom in dwelling for handicap access and public use; 3) recognize an existing trellis area to allow for outdoor wine tasting and catering use; 4) increase visitors from 10 per day maximum and 30 per week to 20 per day maximum and an average of 80 per week; 5) Expand marketing plan to allow for 12 events per week and 50 per month; and 6) retail sales on site.

EXISTING CONDITIONS:

1. Existing access road is 16 feet wide with 2 foot wide grass shoulders.
2. Site is accessed from Zinfandel Lane.
3. The winery site is currently developed with an existing residential structure, winery fermentation building, storage building and accessory landscaping.

RECOMMENDED CONDITIONS:

GROUNDWATER

1. No change in use is proposed that would place an increased burden on the ground water. No change in the ground water use is

PARKING:

2. 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).
3. Parking lot details shall conform to the requirements of the latest edition of the Napa County Road and Street Standards.

DRIVEWAY:

4. Access drive shall be maintained with 2 feet of compacted and drivable shoulder on each side of the existing 16ft driveway. This area shall remain free of obstructions.
5. 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).

SITE IMPROVEMENTS:

6. No improvements to the County maintained access at Zinfandel Lane are required by this application. Traffic volumes do not warrant a left turn lane at this location under the existing proposal.
7. 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.
8. Any changes to the site drainage for the development shall be shown on the improvement plans and shall avoid the diversion or concentration of stormwater runoff onto adjacent properties. Plan shall also include a hydraulic analysis for the drainage improvements indicating the path and changes of runoff.
9. 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.
10. If excess material is generated that cannot be used onsite, the owner shall furnish to the County of Napa Public Works Department evidence that the owner has entered into agreements with the property owners of the site involved and has obtained the permits, licenses and clearances prior to commencing off-hauling operations.

CONSTRUCTION STORMWATER REQUIREMENTS

11. Properly maintain all litter, dumps, or stockpiles in such a manner that they will not result in a contaminated discharge.
12. 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.
13. 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.
14. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.

POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS

15. Current post-construction runoff requirements are not applicable to the development proposed by this application.

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.



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Environmental Management

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Steven Lederer
Director

MEMORANDUM

To: Napa County Planning Department, Kirsty Shelton, Planner	From: Kim Withrow, Senior Environmental Health Specialist
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Date: October 8, 2010	Re: Application for Kelham Vineyards Located at 360 Zinfandel Lane Assessor Parcel #030-260-029 File # P10-00177
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The submitted application and supplemental information including a revised project statement dated September 23, 2010 have been reviewed. This Department recommends approval of the use permit modification with the following conditions of approval:

1. The septic system constructed to serve this winery includes capacity to accommodate 200 gallons per day of sanitary waste from toilets, tasting room and a *one* bedroom residence. The septic feasibility report submitted with this application indicates existing waste water flows are 542.5 gallons per day based upon waste from toilets, tasting room and a *three* bedroom residence, which is not correct. The septic system appears to be sized to handle average daily flow determined by the feasibility report, but is undersized for the proposed events with 80 guests. As agreed by the applicant, portable toilets from a Napa County permitted portable toilet company must be provided for guest use at the large events occurring 6 times per year.
2. Because the proposed facility will have a food facility that will be used for food preparation for distribution at retail, this kitchen must be regulated under the California Retail Food Code and permitted by this Department. Complete plans and specifications for the food preparation, service area(s), storage area(s) and the employee restrooms must be submitted for review and approval by this Department prior to approval of any building permit for said areas. Additionally, as a condition of approval and permitting of this food facility, the owner will have to comply with water system sampling and reporting as required. Owner shall apply for and obtain an annual food permit prior to issuance of a final on this project.
3. Within 30 (thirty) days of initiation of the use or change of tenants, an updated Hazardous Materials Business Plan or a Business Activities Page shall be submitted and approved by this Department.

4. Prior to the approval of a building permit, an inspection of the existing sewage disposal system must be performed by a licensed sewage contractor and a report submitted to this Department for review and approval.
5. The use of the absorption field/drain field area shall be restricted to activities which will not contribute to compaction of the soil with consequent reduction in soil aeration. Activities which must be avoided in the area of the septic system include equipment storage, traffic, parking, pavement, livestock, and etc.
6. An annual alternative sewage treatment system monitoring permit must be obtained for the alternative sewage treatment system prior to issuance of a final on the project. The septic system monitoring, as required by this permit, must be fully complied with.
7. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
8. During the construction, demolition, or renovation period of the project the applicant must use the franchised garbage hauler for the service area in which they are located for all wastes generated during project development, unless applicant transports their own waste. If the applicant transports their own waste, they must use the appropriate landfill or solid waste transfer station for the service area in which the project is located.
9. Adequate area must be provided for collection of recyclables. The applicant must work with the franchised garbage hauler for the service area in which they are located, in order to determine the area and the access needed for the collection site.
10. All diatomaceous earth/bentonite must be disposed of in an approved manner. If the proposed septic system is an alternative sewage treatment system the plan submitted for review and approval must address bentonite disposal.

Cc: Mary Burklow, P.O. Box 100, St. Helena, CA 94574
Susanna Kelham, 360 Zinfandel Lane, St. Helena, CA 94574