



A Tradition of Stewardship  
A Commitment to Service

Pete Parkinson  
Interim Director

## MEMORANDUM

To: Sean Trippi, Planning Division	From: Jeannette Doss, Engineering and Conservation Division <i>JD</i>
Date: March 12, 2014	Re: Yountville Hill Winery Use Permit - Engineering CoA 7400 St. Helena Hwy, Napa, CA P13-00279 APN 031-130-028, 031-130-029

The Engineering Division received a referral for comment on a new use permit for the Yountville Hill Winery, generally requesting the following:

*To establish a new 100,000 gallon per year winery; to demolish the existing abandoned bed and breakfast building; construct a new ± 25,000 square foot cave for wine production; construct a separate ± 10,000 square foot cave for wine production and visitation/tours; construct a new ± 1,491 square foot reception building; construct a new ± 13,231 square foot winery administration and visitor center building; construct a new 23 space parking lot; realign the existing driveway entrance on Hwy 29 and abandon the old driveway and entrance and construct a new commercial driveway; 19 full-time employees; allow daily visitation with up to 285 visitors per day; forty-eight marketing events ("small events") per year with a maximum of 50 visitors per event (a minimum of half of these events will be scheduled to begin after 6:30 pm); six marketing events ("large events") per year with a maximum of 100 visitors per event (all of these events will be scheduled to begin after 6:30 pm); and two marketing events ("release events") per year with a maximum of 200 visitors per event (all of these events will be scheduled to begin after 6:30 pm).*

After careful review of the use permit submittal the Engineering Division recommends approval of the project with the following recommended conditions:

### EXISTING CONDITIONS:

1. Napa County parcels 031-130-028 and 031-130-029 are located on the East side of State Hwy 29 approximately 0.30 miles south of the intersection with Yount Mill Road.
2. The existing parcels are approximately 2.72 and 8.17 acres respectively.
3. Site is currently developed with an abandoned bed and breakfast building.

**RECOMMENDED CONDITIONS:**

**PARKING:**

1. 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 82).
2. Parking lot details shall conform to the requirements of the latest edition of the Napa County Road and Street Standards.

**NEW PRIVATE ACCESS ROADS AND DRIVEWAYS:**

3. All roadway construction associated with this application shall conform to the current Road and Street Standards of Napa County at the time of permit submittal and accepted construction and inspection practices.
4. Access drives shall meet the requirements of a commercial drive and be a minimum of 18 feet wide with 2 feet of shoulder. Structural section shall be a minimum two inches of asphalt concrete surface over five inches of Class II Aggregate or equivalent. (County Road and Street Standards, Page 12, Par. 13).
5. The applicant must obtain an encroachment permit from the California Department of Transportation for any work performed within the State Right-of-Way.
6. All roadway improvements (including but not limited to the proposed new entrance) along State Route 29 approved and/or required pursuant to this use permit modification shall be completed prior obtaining a certificate of occupancy.

**SITE IMPROVEMENTS:**

7. All on site civil improvements proposed, 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 and/or grading permit documents at the time of permit application. A plan check fee will apply.

8. Proposed drainage for the development shall be shown on the improvement plans and shall be accomplished to avoid the diversion or concentration of storm water runoff onto adjacent properties. Plan shall also indicate the path and changes in runoff.
9. Grading and drainage improvements shall be constructed according to the latest “Napa County Road and Street Standards” and the California Building Code. Specifically, all cuts and fills slopes shall be setback to meet the latest CBC.
10. All grading and drainage improvements shall be accomplished in a manner that does not encroach upon or cause disturbance within the Napa County Stream Setback (County Code Section 18.108.025).
11. Applicant shall work with the Conservation Division to determine whether the installation and maintenance of fencing in a manner that protects stream setback areas, wildlife corridors, sensitive areas and other protected features from intrusion or disturbance during earth-disturbing activities shall be required during construction and grading activities onsite.
12. At the completion of construction, and prior to the final approval by the County, the applicant shall submit an Adobe Acrobat PDF file of the improvement plans reflecting all as built conditions and signed by the engineer of record.

**OTHER RECOMMENDATIONS:**

13. Prior to the issuance of applicable building or grading permits the applicant must obtain all appropriate regulatory permits from the California Regional Water Quality Control Board, Army Corp. of Engineers and the California Department of Fish and Wildlife.
14. 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 roads 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.
15. Prior to the granting of occupancy (**be it temporary or final**) of any new building permits associated with this Use Permit (i.e. the proposed caves, new reception building, etc) the driveway and parking improvements as outlined above shall be implemented.
16. The current existing driveway shall be abandoned as part of the construction of the newly aligned access driveway. Pavement shall be removed and area will be re-vegetated as part of the applicant’s restoration and landscaping plan. Restoration shall be completed in accordance with Condition #15 above.

17. Applicant shall work with the neighboring parcels that have a current access easement over the existing driveway alignment to ensure that the proposed driveway alignment does not create “land locked” parcels. Applicant shall provide proof of any proposed easement abandonments and/or proposed new easements at the time of building and/or grading permit submittal.
18. Structures cannot be constructed across existing recorded utility easements. Applicant must modify and record abandonment of the whole or portion of any existing utility easements where proposed structures are shown to ensure buildings are constructed outside of recorded utility easements.
19. The following improvements were identified in the final traffic impact analysis prepared by Omni-Means, Ltd for the Yountville Hill Winery and shall be constructed, reviewed and approved by this office and by the California Department of Transportation prior to occupancy of any structure:
  - a) Remove the existing shrub/low tree situated on the north side of project driveway that blocks sight distance to the north.
  - b) Install a right turn taper (not a separate right turn lane) along State Route 29 at the driveway entrance to accommodate inbound right turns.
20. Prior to the issuance of applicable building, grading, or development permits the applicant shall complete either a “Voluntary Merger of Contiguous Parcels Under Common Ownership Without Reverting to Acreage”, Napa County Code Section 17.51 or complete a Lot Line Adjustment between the two parcels in order to meet the minimum lot size requirements for establishing a new winery as outlined in the Napa County Winery Definition Ordinance.
21. The applicant shall provide signage for the proposed water tank only access road indicating that the road is not for public access.

#### **CONSTRUCTION STORMWATER REQUIREMENTS:**

22. Any Project that requires a building or grading permit shall complete a Napa County Construction Site Runoff Control Requirements Appendix A - Project Applicability Checklist and shall submit this form to the Napa County Planning, Building and Environmental Services Department for review.
23. 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 1240 and the latest adopted state regulations. Best Management Practices (BMPs) shall also be implemented to minimize dust at all times.
24. Any construction activity that equals or exceeds one acre of total disturbed area shall prepare a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the regulations of California Regional Water Quality Control Board (SRWQCB) and shall file a Notice of Intent (NOI) prior to

commencement of any construction activity. The completed SWPPP shall be submitted to the Napa County Planning, Building and Environmental Services Department for review.

25. 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.
26. All trash enclosures must be covered and protected from rain, roof, and surface drainage.
27. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.

**POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS:**

28. Project must conform and incorporate all appropriate Site Design, Source Control and Treatment Control Best Management Practices as required by the Napa County manual for *Post-Construction Runoff Management Requirements* which is available at the Planning, Building and Environmental Services Department office.
29. Post-development runoff volume shall not exceed pre-development runoff volume for the 2-year, 24-hour storm event. Post-development runoff volume shall be determined by the same method used to determine pre-development conditions. If post-development runoff volume exceeds pre-development runoff volume after the site design BMPs are incorporated into the project's overall design, a structural BMP (e.g. bio-retention unit) may be used to capture and infiltrate the excess volume.
30. 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. If any discharge of concentrated surface waters is proposed into any "Waters of the State," the permittee shall consult with and secure any necessary permits from the State Regional Water Quality Control Board prior to the issuance of applicable construction permits.
31. Loading/unloading dock and processing areas must be covered or designed to preclude stormwater run-on and runoff. All direct connections to storm drains from depressed loading docks (truck wells) are prohibited. Processing areas that generate liquid wastes shall drain to the sanitary sewer system or other approved collection system per the requirements of Environmental Services.
32. 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.

33. Provide concrete stamping, or equivalent, of all stormwater conveyance system inlets and catch basins within the project area with prohibitive language (e.g., “No Dumping – Drains to Napa River”). Signage shall identify the receiving water the drain discharges to and include a message in Spanish.
34. Prior to final occupancy the property owner must legally record an “implementation and maintenance agreement” approved by the Planning, Building, and Environmental Services Department to ensure all post-construction structures on the property remain functional and operational for the indefinite duration of the project.
35. Each year the entity responsible for maintenance is required to complete an annual report. The report shall be signed by the property owner and include copies of completed inspection and maintenance checklists to document that maintenance activities were conducted during the previous year. The annual report shall be retained for a period of at least five years and made available upon request by the County.

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

If you have any questions regarding the above items please contact Jeannette Doss at 253-4417.



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Planning, Building & Environmental Services

1195 Third Street, Suite 210  
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www.countyofnapa.org

Pete Parkinson  
Interim Director

## MEMORANDUM

To: Sean Trippi, Project Planner

From: Kim Withrow, Environmental Health  
Supervisor *KDW*

Date: March 12, 2014

Re: Use Permit – Yountville Hill Winery  
APN: 031-130-028 & -029  
Project #: P13-00279

The use permit application requesting approval to construct a new 100,000 gallon per year winery and related improvements detailed in revised application materials received October 24, 2013 has been reviewed. This Division has no objection to approval of the application with the following conditions of approval:

1. The applicant shall secure a discharge requirement or waiver of same, from the Regional Water Quality Control Board (RWQCB) for the proposed combined process and domestic surface drip alternative sewage treatment system (identified as Option 2 – Combined Domestic and Process Wastewater in a Lyve System in septic feasibility report). RWQCB approval must be obtained prior to this Division granting approval of a building permit for any structure that generates waste water to be disposed of by this system. Alternatively, if the applicant chooses to install the subsurface drip alternative sewage treatment system (identified as Options 1 and 3 in the septic feasibility report) this condition would not apply.
2. Plans for the proposed alternative sewage treatment system(s) shall be designed by a licensed Civil Engineer or Registered Environmental Health Specialist and be accompanied by complete design criteria based upon local conditions. No building clearance (or issuance of a building permit) for any structure that generates waste water to be disposed of by this system will be approved until such plans are approved by this Division.
3. A permit to construct the alternative sewage treatment systems must be secured from this Division prior to approval of a building clearance (or issuance of a building permit) for any structure that generates waste water to be disposed of by this system.
4. If necessary depending upon the type of waste water treatment system installed, annual alternative sewage treatment system monitoring permit(s) must be obtained for the alternative sewage treatment system /private sewage disposal system prior to issuance of a

final on the project. The septic system monitoring, as required by this permit, must be fully complied with.

5. The applicant shall provide portable toilet facilities for guest use during events of more than 50 persons as indicated in the septic feasibility report/use permit application. The portable toilet facilities must be serviced by a Napa County permitted pumping company.
6. 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, etc.
7. As identified in application materials, proposed food service will be catered; therefore, all food must be prepared and served by a Napa County permitted caterer. If the caterer selected does not possess a valid Napa County Permit to operate, refer the business to this Division for assistance in obtaining the required permit prior to providing any food service.
8. Pursuant to Chapter 6.95 of the California Health and Safety Code, businesses that store hazardous materials above threshold planning quantities (55 gallons liquid, 200 cubic feet compressed gas, or 500 pounds of solids) shall obtain a permit and file an approved Hazardous Materials Business Plan with this Division within 30 days of said activities. If the business does not store hazardous materials above threshold planning quantities, the applicant shall submit the Business Activities Page indicating such.
9. The application shall file a Notice of Intent (NOI) and complete a Storm Water Pollution Prevention Plan with the State of California Water Resources Control Board's (SWRCB) Industrial Permitting program, if applicable, within 30 days of receiving a temporary or final certificate of occupancy. Additional information, including a list of regulated SIC codes, may be found at: [http://www.swrcb.ca.gov/water\\_issues/programs/stormwater/industrial.shtml](http://www.swrcb.ca.gov/water_issues/programs/stormwater/industrial.shtml)

Additionally, the applicant shall file for a storm water permit from this Division, if applicable, within 30 days of receiving a temporary or final certificate of occupancy. Certain facilities may be exempt from storm water permitting. A verification inspection will be conducted to determine if exemption applies.

10. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
11. 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.
12. 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. The garbage and recycling enclosure must meet the enclosure requirements provided during use permit process and be included on the building permit submittal.

13. 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.
14. The water supply and related components must comply with the California Safe Drinking Water Act and Related Laws. This will require plan review and approval prior to approval of building permits. Prior to occupancy, the owner must apply for and obtain an annual operating permit for the water system from this Division. The technical report must be completed by a licensed engineer with experience in designing water systems. The applicant must comply with all required monitoring and reporting.





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Napa County Fire Department  
Fire Marshal's Office  
Hall of Justice, 2<sup>nd</sup> Floor  
1195 3<sup>rd</sup> Street  
Napa, CA 94559

Office: (707) 299-1461

Pete Muñoa  
Fire Marshal

## INTER-OFFICE MEMORANDUM

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TO: Sean Trippi  
Planning, Building and Environmental Services

FROM: Pete Muñoa  
Fire Department

DATE: September 18, 2013

Subject: P13-00279 APN# 031-130-028

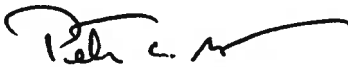
SITE ADDRESS: 7400 Highway 29, Yountville CA 94588  
CS2 Winery

The Napa County Fire Marshal's Office has reviewed the Use Permit Modification application for the project listed above. I am requesting that the comments below be incorporated into the project conditions should the Planning Commission approve this request.

1. **All construction and use of the facility shall comply with all applicable standards, codes, regulations, and standards at the time of building permit issuance.**
2. **All fire department access roads and driveways shall comply with the Napa County Public Works Road and Street Standards.**
3. The numerical address of the facility shall be posted on the street side of the buildings visible from both directions and shall be a minimum of 4-inches in height on a contrasting background. Numbers shall be reflective and/or illuminated.
4. All buildings over 3,600 square feet shall be equipped with an automatic fire sprinkler system conforming to NFPA 13 2010 edition with water flow monitoring to a Central Receiving Station.
5. The required minimum fire flow for this project is 400 GPM for a 60 minute duration with 20 psi residual pressure. A UL listed fire pump conforming to NFPA 20, 2010 edition may be required to meet or exceed the required fire flow for the project.

6. Provide a minimum of 12,000 gallons of water dedicated for fire protection. Water storage for fire sprinkler systems shall be in addition to the water storage requirement for your fire flows and domestic use.
7. Provide fire department access roads to within 150 feet of any exterior portion of the buildings. Fire department access roads shall be a minimum of 20 feet in width with a 14 foot clear vertical clearance.
8. Blue dot reflectors shall be installed 12-inches off centerline in front of all fire hydrants.
9. All fire hydrants shall be painted chrome/safety yellow.
10. Approved steamer fire hydrants shall be installed a maximum distance of 250 feet from any point on approved fire apparatus access roads. Private fire service mains shall be installed, tested and maintained per NFPA 24 2010 edition.
11. Currently serviced and tagged 2A 10BC fire extinguishers, at a minimum, shall be mounted 3.5 to 5 feet from the top of all extinguishers to the finished floor and be reachable within 75 feet of travel distance from any portion of all buildings.
12. All exit doors shall open without the use of a key or any special knowledge or effort.
13. Install illuminated exit signs throughout the buildings per the California Building Code 2010 edition.
14. Install emergency back-up lighting throughout the buildings per the California Building Code 2010 edition.
15. Install laminated 11" x 17" site plans and building drawings in NCFD specified KNOX CABINET. Two Master keys to all exterior doors shall be provided in the KNOX CABINET. A PDF file shall be sent to the Napa County fire Marshal's Office.
16. Beneficial occupancy **will not be granted** until all fire department fire and life safety items have been installed, tested and finalized.
17. Provide 100 feet of defensible space around all structures.
18. Provide 10 feet of defensible space fire hazard reduction on both sides of all roadways of the facility.
19. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus in all weather conditions.
20. Designated fire lanes shall be painted red with white 4 inch high white letters to read "NO PARKING FIRE LANE-CVC22500.1" stenciled on the tops of the curbs every 30 feet.
21. Barricades shall be provided to protect any natural gas meter, fire hydrants, or other fire department control devices, which may be subject to vehicular damage.

22. Plans detailing compliance with the fire and life safety conditions of approval shall be submitted to the Napa County Fire Marshal's Office for review and approval prior to building permit issuance and/or as described above.
23. All post indicator valves and any other control valve for fire suppression systems shall be monitored off site by a Central Station or Remote receiving Station in accordance with NFPA 72 2010 edition.
24. A complete set of building drawings and civil drawings shall be submitted to the Napa County Fire Marshal's Office for plan review and approval prior to building permit issuance.
25. Cave development must comply with CBC 2010 Edition and Napa County Fire Department Standards.



Pete Muñoa  
Fire Marshal





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**Department of Public Works**

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**Steven E. Lederer**  
Director

## GROUNDWATER MEMORANDUM

**DATE:** November 20, 2013

**TO:** Conservation Development and Planning Department

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

**SUBJECT:** Yountville Hill Winery, APN# 031-130-028/029, P13-00279

The applicant requests to establish a 100,000 gpy winery with caves and visitation and marketing. The project is located on St. Helena Highway in St. Helena, CA.

### COMMENTS:

1. The project covers two parcels. The applicant states that upon approval of a winery use permit, a voluntary merger of the two parcels will be sought. Based on this information, the below analysis will assume a combined acreage for the parcels.
2. The parcels are located in the "Valley Floor" region
3. The existing use for the parcels is estimated to be 1.8 acre-feet per year.

### RECOMMENDED CONDITIONS:

1. We have reviewed the phase one, water availability analysis for the proposed project. The 10.89 acre parcel is located in the valley floor area with an extraction threshold of 1.0 AF/Acre, resulting in a total parcel threshold of 10.89 AF/Year. The estimated water demand of 4.87 AF/Year is below established threshold for the property.

Based on the information provided, the projected groundwater usage for all of the project parcels should not have a significant impact on static water levels of neighboring wells.

No further analysis is necessary.

