



A Tradition of Stewardship  
A Commitment to Service

Planning, Building & Environmental Services

1195 Third Street, Suite 210  
Napa, CA 94559  
www.countyofnapa.org

Pete Parkinson  
Interim Director

## MEMORANDUM

To: Charlene Gallina, Project Planner	From: Kim Withrow, Environmental Health Supervisor
Date: March 21, 2014	Re: Titus Winery, 2971 Silverado Trail APN: 021-353-013 Project #: P13-00367

The application requesting approval to construct a new 24,000 gallon per year winery as detailed in application materials dated October and December 2013 has been reviewed. This Division has no objection to approval of this application with the following conditions of approval:

1. 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 Division prior to issuance of any building permits for said areas. An annual food permit will be required.
2. 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.
3. 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.
4. The applicant 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.

5. A permit to construct the proposed process wastewater system must be secured from this Division prior to approval of a building clearance (or issuance of a building permit) for any structure that generates wastewater to be disposed of by this system.
6. A permit to construct the sanitary wastewater subsurface system must be secured from this Division prior to approval of a building clearance (or issuance of a building permit) for any structure that generates wastewater to be disposed of by this system.
7. Plans for the proposed hold and haul and alternative sewage treatment systems 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 wastewater to be disposed of by this system will be approved until such plans are approved by this Division.
8. 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. The building permit submittal must include a site plan identifying the location of the proposed leach field and reserve areas.
9. An annual alternative sewage treatment system monitoring permit 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.
10. An annual hold and haul permit must be obtained for hold and haul system prior to issuance of a final on the project. The septic system monitoring, as required by this permit, must be fully complied with.
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. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
13. 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.

14. 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.



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## MEMORANDUM

To: Charlene Gallina, Planning Division	From: Peter Corelis, Engineering and Conservation Division
Date: January 27 <sup>th</sup> , 2014	Re: Titus Winery Use Permit & Variance: P13-00367 APN: 021-353-013

The Engineering Division received a submittal of a proposal for a major modification to a use permit generally requesting the following:

*To approve a new winery with production of up to 24,000 gallons per year, visitation of up to 60 persons per day, marketing events totaling a cumulative maximum of 1,700 guests annually, and construction of a left-turn lane on Silverado Trail. A total land disturbance of approximately 3.2 acres would be associated with the development with a total of 24,050 square feet of new or reconstructed impervious area at the site generating approximately 3,000 to 4,000 cubic feet of excess runoff volume for the 2-year design storm. The proposed development is located at 2971 Silverado Trail North in the County of Napa. Included with the request for a use permit is a variance to the 600-foot winery setback from Silverado Trail.*

After careful review of the Titus Winery Use Permit major modification application package the Engineering Division recommends the following conditions for approval.

### RECOMMENDED CONDITIONS FOR APPROVAL:

#### ROAD IMPROVMENTS:

1. All road improvements shall comply with the Napa County Road and Street Standards.

#### PARKING:

2. Any parking proposed by the applicant or required by the Planning Department as a condition of this use permit shall be designed to support a minimum of H2O loading.
3. Parking lot details shall conform to the requirements of the latest edition of the Napa County Road and Street Standards.

## **SITE IMPROVEMENTS:**

4. Any 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 Storm Water Ordinance. Best Management Practices shall also be implemented to minimize dust at all times.
5. Proposed drainage for the development shall be shown on improvement plans and shall be accomplished to avoid the diversion or concentration of storm water runoff onto adjacent properties. The plan shall also indicate the path of changes in runoff.
6. Drainage improvements shall be constructed according to the latest "Napa County Road and Street Standards".
7. If the construction activity results in a disturbance greater than one (1) acre of total land area, the permittee shall file a Notice of Intent with the California Regional Water Quality Control Board (SRWQCB) prior to any grading or construction activity.
8. All grading shall conform to the requirements of the 2007 California Building Code: Appendix J – Grading, including surface preparations, benching, fill material specifications, compaction and maximum slopes, as required.
9. Clearing of vegetation, grading of land, and/or any other soil disturbing activities on existing slopes greater than 5% shall only take place between April 1<sup>st</sup> and October 15<sup>th</sup> of any given year.

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

10. The application shall incorporate Site Design and Source Control Best Management Practices to comply with County and State water quality standards.
11. Post-development runoff volume shall not exceed pre-development runoff volume for the 2-year, 24-hour storm event, unless the project qualifies for a limited exclusion based on the amount of proposed impervious surface as allowed under the current Napa County manual for Post-Construction Runoff Management Requirements. 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.
12. Any facility required to treat and capture excess stormwater runoff, or, capture and treat water quality runoff shall require recordation in a maintenance agreement. The maintenance agreement

shall remain in effect until such time that a different facility is utilized or no longer required due to restoration of the project area back to pre-development conditions.

13. Any areas that are proposed to be utilized for winery crush, production and processing operations shall be covered as proposed and plumbed to drain only to approved process waste facilities.
14. Runoff from loading dock areas must captured and treated on-site. Direct connections to the storm drain system leaving the site (i.e. ditch or culvert) are strictly prohibited.

**OTHER RECOMMENDATIONS:**

15. All hazardous materials stored and used on-site 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.
16. Prior to conducting any work within the Napa County right-of-way the property owner must obtain an encroachment permit from the Roads Division of the Napa County Public Works Department.
17. Site improvements shall be constructed according to plans prepared by a registered civil engineer, which will be reviewed and approved by this office. Improvement plans shall be submitted with the building permit. A plan check fee will apply.
18. Prior to issuance of a construction permit the applicant must obtain a floodplain permit for work performed within the FEMA Special Flood Hazard Area (SFHA). Should the applicant choose to apply for a Letter of Map Revision with FEMA they may submit the MT-2 application to this Division for comment and submission to FEMA. Application for a Letter of Map Revision based on Fill (LOMR-F) will not require County review or approval.
19. Issuance of a final certificate of occupancy for the improvements shall be granted only after all requirements of the conditions stated herein are fulfilled.
20. All other building permit application standard conditions shall also apply.

Should you have any questions, please feel free to contact me at (707) 259-8757 or at [peter.corelis@countyofnapa.org](mailto:peter.corelis@countyofnapa.org)

**Record ID: P13-00367**

A notice was added to this record on 2012-05-09.  
Condition: CODE VIOLATION RESOLVED Severity: Notice  
Total conditions: 1 (Notice: 1)

[View notice](#)

**Save   Calculate Hours   Cancel   Help**

**Task**      **Status \***  
Public Works Review    Approved

**Status Date**  
12/26/2013

**Action by Department**  
Public Works

**Due Date**      **Assigned to Department**  
11/13/2013      Public Works Department

**Assigned to**  
PW Stack

**Assigned Date**  
10/23/2013

**Comments**  [Standard Comment](#)

Reviewed LT pocket plans - No comments - Approved

[check spelling](#)



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**Department of Public Works**

1195 Third Street, Suite 201  
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[www.co.napa.ca.us/publicworks](http://www.co.napa.ca.us/publicworks)

Main: (707) 253-4351  
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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: [amartine@co.napa.ca.us](mailto:amartine@co.napa.ca.us)

**SUBJECT:** Titus Winery UP, APN# 021-353-013, File #13-00366

The application will allow the applicant to construct a winery with a production capacity of 24,000 gpy. The parcel is located on the Silverado Trail in St. Helena.

### COMMENTS:

1. The parcel is located in the "Valley Floor" region.
  - a. The existing use is 13.8 acre-feet per year.

### RECOMMENDED CONDITIONS:

1. We have reviewed the phase one, water availability analysis for the proposed project. The 31.77 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 31.77 AF/Year. The estimated water demand of 12.9 AF/Year is below the established threshold for the property and less than the existing use.

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

No further analysis is necessary.





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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: Charlene Gallina  
Planning, Building and Environmental Services

FROM: Pete Muñoa  
Fire Department

DATE: January 23, 2014

Subject: P13-00367                      APN# 021-353-013

**SITE ADDRESS: 2971 Silverado Trail, Napa, 94558 CA**  
**Titus Winery**

The Napa County Fire Marshal's Office has reviewed the resubmittal for the project identified above. The previous comments provided from this office are still appropriate. No additional comments are necessary at this time. If you have any questions please feel free to contact me directly.

Pete Muñoa  
Fire Marshal



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Fire Marshal's Office  
Hall of Justice, 2<sup>nd</sup> Floor  
1125 3<sup>rd</sup> Street  
Napa, CA 94559

Office: (707) 299-1461

Pete Muñoa  
Fire Marshal

## INTER-OFFICE MEMORANDUM

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TO: Charlene Gallina  
Planning, Building and Environmental Services

FROM: Pete Muñoa  
Fire Department

DATE: November 16, 2013

Subject: P13-00366 and 00367                      APN# 021-353-013

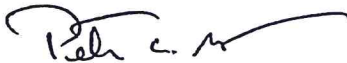
**SITE ADDRESS: 2971 Silverado Trail North, St. Helena, CA 94574  
Titus Winery (New Winery)**

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 project.

- 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 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. All cave development shall comply with CBC Section 436 as well as the Napa County Fire Marshal's Office Cave Development Guidelines.
9. Blue dot reflectors shall be installed 12-inches off centerline in front of all fire hydrants.
10. All fire hydrants shall be painted chrome/safety yellow.
11. 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.
12. Currently serviced and tagged 2A 10BC fire extinguishers 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.
13. All exit doors shall open without the use of a key or any special knowledge or effort.
14. Install illuminated exit signs throughout the buildings per the California Building Code 2010 edition.
15. Install emergency back-up lighting throughout the buildings per the California Building Code 2010 edition.
16. 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.
17. Beneficial occupancy **will not be granted** until all fire department fire and life safety items have been installed, tested and finalized.
18. Provide 100 feet of defensible space around all structures.
19. Provide 10 feet of defensible space fire hazard reduction on both sides of all roadways of the facility.
20. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus in all weather conditions.
21. 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.

22. 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.
23. Technical assistance in the form of a Fire Protection Engineer or Consultant acceptable, and reporting directly to the Napa County Fire Marshal's Office. The Fire protection Engineer or Consultant shall be provided by the applicant at no charge to the County for the following circumstances:
  - a. Independent peer review of alternate methods proposals.
24. 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.
25. 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.
26. 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.



Pete Muñoa  
Fire Marshal