



A Tradition of Stewardship
A Commitment to Service

May 14, 2014

Relic Winery Cellars, LLC
c/o New Albion Surveys
Attn: Jon Webb
1113 Hunt Ave
St. Helena, CA 94574

Re: Relic Winery Cellars - Very Minor Modification Use Permit #P14-00093-VMM
2400 Soda Canyon Road, Napa (APN 032-090-024)

Dear Mr. Webb,

The Napa County Planning, Building, and Environmental Services Department has reviewed your request for a Very Minor Modification, #P14-00093, as submitted on March 31, 2014 for Use Permit P10-00162 that was approved on August 18, 2010 to establish a 20,000 gallon/year winery on the above indicated parcel.

The request includes authorization to revised Condition #1 Scope of Use Permit P10-00162 as follows: (a) to remove the construction Phasing of the 2,458 sq.ft. cave system for tank and barrel storage for a winery totaling 11,099 sq.ft. at final build-out; (b) to identify that three (3) of the approved six (6) parking spaces shall be constructed prior to occupancy and use of the winery cave and that the construction of the three additional parking spaces shall be completed prior to occupancy the approved winery structure; (c) to identify that the number of employees shall be limited to two and upon occupancy of the approved winery building an additional two employee shall be permitted; (d) to identify that the site plan be modified to expand the "Mechanical Area" from 1040 sq.ft. to 1152 sq.ft. as delineated on the May 7, 2014 revised site map; and e) to allow the temporary storage of cave spoils for removal from the site. This very minor modification application is not requesting the construction of any new wine production facilities, or any change in production, visitation levels, marketing, coverage or employees. Please be advised that this request to modify Use Permit #P14-00080 has been **APPROVED** by the Director, subject to the attached conditions of approval. It should be noted that all previous Use Permit conditions not in conflict with this modification will still apply.

The Department has determined this application to be Categorically Exempt from the provisions of CEQA, the California Environmental Quality Act, pursuant to Section 15301, Appendix B, Class 1(3) (Very Minor and Minor modifications of existing use permits in conformance with Section 18.124.130 of the Napa County Code) of the Napa County's Local Procedures for implementing the California

Environmental Quality Act. Staff has also determined this application to be Categorically Exempt from the provisions of CEQA, the California Environmental Quality Act, pursuant to Section 15304 Class 4, Minor Alterations to Land, since the temporary stockpiling of cave spoils will not occur on land with a slope of more than 10 percent, and since the land is not located within an environmentally sensitive area.

The modification is effective immediately unless an appeal is filed with the Napa County Board of Supervisors pursuant to Chapter 2.88 of the Napa County Code. You may appeal the conditions of approval. In the event an appeal is made to the Board by another, you will be notified.

You are hereby further notified, pursuant to Government Code Section 66020 (d)(1), that the ninety day period in which to protest imposition of any fees, dedications, reservations, or other exactions that may have been adopted as conditions of approval has begun.

Pursuant to Section 18.124.080 of the Napa County Code, the modification must be activated within two (2) years from the approval date, or it shall automatically expire and become void. This letter serves as the only notice you will receive regarding the expiration date of this permit.

Should you have any questions, please contact Wyntress Balcher, Planner II at (707) 299-1351 or e-mail at wyntress.balcher@countyofnapa.org.

Sincerely,

David Morrison
Director



By: Wyntress Balcher, Planner II

cc: Schatzi Throckmorton, Relic Winery
Napa County Departments/Divisions - Engineering, Environmental Health,
Building, Fire, J. Tuteur (Assessor), Jeff Tangen
Project Files; Correspondence file

CONDITIONS OF APPROVAL
RELIC WINE CELLARS VERY MINOR MODIFICATION
#P14-00093
2400 SODA CANYON RD., NAPA
APN 032-090-024

1. SCOPE:

The use permit shall be limited to establishment of a new 20,000 gallon per year winery in ~~two~~ ~~phases (Phase I, II)~~ totaling 11,099 square feet as proposed below:

Phase I:

- Construction of an 8,641 square foot, two-story production/hospitality building;
- Four full-time employees; *however, the number of employees shall be limited to two and upon occupancy of the approved winery building an additional two employee shall be permitted.*
- Six parking spaces (incl. one ADA); *however, three (3) of the approved six (6) parking spaces shall be constructed prior to occupancy and use of the winery cave and that the construction of the three additional parking spaces shall be completed prior to occupancy the approved winery structure;*
- Tours and tastings by prior appointment only with 20 visitors maximum per day (60 to 120 visitors maximum per week as provided below); Tours in the caves with a winery employee permitted only upon final approval of a Class II cave by the County Fire Department.
- A marketing plan with: four – 12 person private food and wine tasting events per year; six - 30 person private food and wine tasting events per year; one - 50 person private wine release event per year; and, participation in the Napa Valley Wine Auction Event (any tours & tasting or marketing event serving food will be catered by licensed operators approved by Napa County Environmental Management);
- Installation of five, 10,000 gallon water tanks for fire protection;
- Installation of a winery wastewater system comprised of: either a combined sanitary and process wastewater subsurface drip disposal system, or a sanitary wastewater disposal system with process wastewater hold and haul;
- Civil improvements to widen portions of the existing private driveway to the winery site; and,
- Approval of the above named Exception to the Napa County Road and Street Standards for the winery driveway to allow a reduction in the required road width to portions of the winery access road (20 ft. minimum overall road width required per Standards).

Phase II

- Construction of a 2,458 square foot cave system for barrel and tank storage for a winery totaling 11,099 square feet at final build-out;
- *The site plan be modified to expand the "Mechanical Area" from 1040 sq.ft. to 1152 sq.ft. as delineated on the May 7, 2014 revised site map.*
- *Temporary storage of spoils for removal from the site as delineated on Civil Drawings – Cave Grading Stockpile Plans, dated April 23, 2014 (ENG14-00013).*

The winery shall be designed in substantial conformance with the submitted site plan, elevation drawings, and other submittal materials and shall comply with all requirements of the Napa County Code. It is the responsibility of the applicant to communicate the requirements of these conditions and mitigations (if any) to all designers, contractors, employees, and guests of the

winery to ensure compliance is achieved. Any expansion or changes in use shall be in accordance with Section 18.124.130 of the Napa County Code and may be subject to the Use Permit modification process. Requested changes shall be designed in substantial conformance with the submitted site plan, elevation drawings, and other submittal materials and shall comply with all requirements of the Napa County Code. It is the responsibility of the applicant to communicate the requirements of these conditions and mitigations (if any) to all designers, contractors, employees, and guests of the winery to ensure compliance is achieved. Any expansion or changes in use shall be by the approved in accordance with Section 18.124.130 of the Napa County Code and may be subject to the Use Permit modification process.

2. COMPLIANCE WITH OTHER DEPARTMENTS AND AGENCIES

Project conditions of approval include all of the following County, Divisions, Departments and Agency(ies) requirements. The permittee shall comply with all applicable building codes, zoning standards, and requirements of County Divisions, Departments and Agencies at the time of submittal and may be subject to change. Without limiting the force of those other requirements which may be applicable, the following are incorporated by reference as enumerated herein:

- A. Engineering Services Division as stated in their Memorandum dated May 14, 2014.
- B. Environmental Health Division as stated in their Memorandum dated May 14, 2014.
- C. Fire Department as stated in their Inter-Office Memo dated April 24, 2014.

The determination as to whether or not the permittee has substantially complied with the requirements of other County Divisions, Departments and Agencies shall be determined by those Divisions, Departments or Agencies. The inability to substantially comply with the requirements of other County Divisions, Departments and Agencies may result in the need to modify the approved use permit.

2. LANDSCAPING

Two (2) copies of a detailed final landscaping and irrigation plan, including parking details, shall be submitted with the Building Permit application package for the Planning Division's review and approval prior to the issuance of any building permit associated with this approval. The plan shall be prepared pursuant to the County's Water Efficient Landscape Ordinance (WELo), as applicable, and shall indicate the names and locations of all plant materials to be used along with their method of maintenance.

Plant materials shall be purchased locally when practical. The Agricultural Commissioner's office (707-253-4357) shall be notified of all impending deliveries of live plants with points of origin outside of Napa County.

No trees greater than 6" DBH shall be removed, except for those identified on the submitted site plan. Trees to be retained shall be protected during construction by fencing securely installed at the outer most dripline of the tree or trees. Such fencing shall be maintained throughout the duration of the work undertaken in connection with the winery development/construction. In no case shall construction material, debris or vehicles be stored in the fenced tree protection area.

Evergreen screening shall be installed between the industrial portions of the operation (e.g. tanks, crushing area, parking area, etc.) and off-site residence that can view these areas.

Landscaping shall be completed prior to final occupancy, and shall be permanently maintained in accordance with the landscaping plan.

3. PREVIOUS CONDITIONS

As applicable, the permittee shall comply with any previous conditions of approval (Use Permit P10-00162) for the winery use except as they may be explicitly modified by this action. To the extent there is a conflict between previous conditions of approval and these conditions of approval, these conditions shall control.

4. MONITORING COSTS

All staff costs associated with monitoring compliance with these conditions, previous permit conditions, and project revisions shall be borne by the permittee and/or property owner. Costs associated with conditions and mitigation measures that require monitoring, including investigation of complaints, other than those costs related to investigation of complaints of non-compliance that are determined to be unfounded, shall be charged. Costs shall be as established by resolution of the Board of Supervisors in accordance with the hourly consulting rate established at the time of the monitoring and shall include maintenance of a \$500 deposit for construction compliance monitoring that shall be retained until grant of final occupancy. Violations of conditions of approval or mitigation measures caused by the permittee's contractors, employees, and/or guests are the responsibility of the permittee.

The Planning Commission may implement an audit program if compliance deficiencies are noted. If evidence of compliance deficiencies is found to exist by the Commission at some time in the future, the Commission may institute the program at the applicant's expense (including requiring a deposit of funds in an amount determined by the Commission) as needed until compliance assurance is achieved. The Planning Commission may also use the data, if so warranted, to commence revocation hearings in accordance with §18.124.120 of the Napa County Code.



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Napa County Fire Department
Fire Marshal's Office
Hall of Justice, 2nd Floor
1125 3rd Street
Napa, CA 94559

Office: (707) 299-1461

Pete Muñoa
Fire Marshal

INTER-OFFICE MEMORANDUM

TO: Wyntress Balcher
Planning, Building and Environmental Services

FROM: Pete Muñoa
Fire Department

DATE: April 24, 2014

Subject: P13-00093 APN# 032-090-024

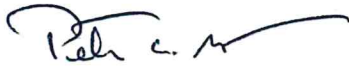
SITE ADDRESS: 2400 Soda Canyon Road, Napa CA 94558
Relic Winery

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 application be approved.

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 200 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.
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 15 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. All Type II caves shall have a monitored fire alarm system prior to beneficial occupancy being granted.
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.

A handwritten signature in black ink, appearing to read "Pete Muñoa", with a long horizontal flourish extending to the right.

Pete Muñoa
Fire Marshal



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David Morrison
Director

MEMORANDUM

To: Wyntress Balcher, Project Planner	From: Kim Withrow, Environmental Health Supervisor
Date: May 14, 2014	Re: Use Permit – Relic Winery APN 032-090-024 File P14-00093

The application requesting approval to modify a previously approved use permit (P10-00162) to allow construction of the cave in Phase 1 and construction of the production-hospitality building during Phase II has been reviewed. The proposed caves would be used for production and visitation until the phase II construction is completed. The conditions of approval included with P10-00162 still apply although slightly modified. This Division has no objection to approval of the modification with the following conditions of approval:

1. A commercial food facility was not included in this project. If an employee break room is included on architectural plans submitted to obtain a building permit, the break room will be approved for employee use only and must be designed considering this use. If the proposed break room includes components typical of a commercial kitchen facility, the applicant will be required to redesign the break room so it does not resemble a commercial kitchen or apply for a use permit modification for approval of a commercial kitchen meeting all applicable requirements.
2. A permit for the proposed alternative sewage treatment system and the hold and haul system must be secured from this Department prior to approval of a phase I building clearance (or issuance of a building permit) for any structure that generates wastewater to be disposed of by this system. A sewer line permit must be secured for the phase II building clearance (or issuance of a building permit) for the production-hospitality building.
3. Plans for the proposed alternative sewage treatment system and the hold and haul system 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 Department.
4. 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.

5. An annual alternative sewage treatment system monitoring permit must be obtained for the alternative sewage treatment system and 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.
6. 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 Department within 30 days of said activities. If your business does not store hazardous materials above threshold planning quantities, submit the Business Activities Page indicating as such.
7. 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.
8. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
9. 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.
10. 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.
11. 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.
12. The proposed water system to serve this project is not currently required to be regulated as a small public water system by this Department under California Code of Regulations, Title 22, or Napa County Code. Therefore, we have no comment as to its adequacy at this time. The applicant will be required to provide minimal information on the water system prior to approval of a building permit, and may wish to retain the services of a consultant in this matter.




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Planning, Building & Environmental Services

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

David Morrison
Director

MEMORANDUM

To: Wyntriss Balcher, Planning Division	From: Jeannette Doss, Engineering and Conservation Division 
Date: May 13, 2014	Re: Relic Winery Use Permit - Engineering CoA 2400 Soda Canyon Road, Napa, CA P14-00093 APN 032-090-024

The Engineering Division received a referral for comment on a very minor modification to an existing use permit (P10-00162) for Relic Winery, generally requesting the following:

Eliminate the current construction phasing plan and allow the construction of the approximately 2,458 square foot cave system prior to the approximately 8,641 square foot two story production-hospitality building. The project is also requesting to allow the use of caves for visitor tours and tastings with an employee guide; increase the mechanical area from 1,040 square feet to 1,152 square feet; and to consolidate the six parking stalls to the lower pad area near the cave entrance and future tasting rather than split parking as shown on the original plan Use Permit # P10-00162.

After careful review of the request, the Engineering Division recommends approval of the very minor modification and that the recommended conditions of approval for Use Permit (P10-00162) as stated in the Public Works inter-office memo (attached) dated August 9, 2010 and the Road Modification memo (attached) dated August 9, 2010 shall still apply to this very minor modification.

Any changes in use may necessitate additional conditions for approval.

If you have any questions regarding the above items please contact Jeannette Doss (707) 253-4417 or jeannette.doss@countyofnapa.org



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Department of Public Works

1195 Third Street, Suite 201
Napa, CA 94559-3092
www.co.napa.ca.us/publicworks

Main: (707) 253-4351
Fax: (707) 253-4627

Donald G. Ridenhour, P.E.
Director

MEMORANDUM

To: Trish Hornisher, CDPD	From: Jeannette Doss, Public Works <i>JD</i>
Date: August 9 th , 2010	Re: Road Modification request for future Relic Winery Access Road 2400 Soda Canyon Road P10-00162 APN 032-090-024

The Napa County Public Works Department staff has received a request for a roadway modification to a new winery access road located at 2400 Soda Canyon Road, St. Helena, CA also known as APN 032-090-024. This request illustrates the improvement of the roadway to the full Napa County Road and Street Standards when practical and illustrates a fire truck turn around area and staging area at the termination of the roadway. The request is in conjunction with a Use Permit Application to establish a new 20,000 gallon per year winery with visitors and marketing events.

The Department of Public Works has the authority to recommend exceptions to the required standards to the Zoning Administrator or to the Conservation, Development, and Planning Commission based on existing environmental and physical constraints, where those exceptions provide the same overall practical effect as the standards towards providing defensible space, preserving the natural environment and protecting the life, safety and welfare of the public.

Based on a meeting conducted on Wednesday July 14th at the site by Jeannette Doss of this department, along with Pete Munoa and Alicia Amaro of the Napa County Fire Department, and the owner (Michael Hirby) and their representatives the following conditions currently exist:

- 1) Existing access road varies from approximately 10 to 12 feet wide and extends approximately 1,200 feet from Soda Canyon Road to the proposed winery site.
- 2) Steep slopes (approximately 30%) on the up-hill and down-hill sides on portions of the roadway.
- 3) Encroaching vegetation and large established trees along the roadway at many locations.
- 4) Large rocky outcroppings on the up-hill and down-hill sides of the roadway.

- 5) Deviating from the existing alignment may require extensive earth disturbance in the form of cuts and fills, removal of vegetation and large established trees.

We have carefully evaluated the modification request and the balance between the existing and expected traffic demands, sight distances, road slopes, anticipated speeds, fire department access, emergency site evacuation and the environmental constraints surrounding the driveway. We have examined the attached documentation and plans titled "Winery Use Map of the Lands of Hirby & Throckmorton Relic Winery" dated August 6, 2010, and the Napa County Road and Street Standards. We have also consulted with the Napa County Fire Marshal.

This department has determined that the access road, as proposed in the letter and as shown on the Relic Winery access plans, will be acceptable. We will support the request for reduced driveway widths in localized areas due to environmental constraints. The following conditions of approval shall apply:

1. Applicant shall improve the existing road to the full width of 20 ft for the entire length of the roadway. Localized reductions in width are warranted at the following stations in order to minimize disturbance on steep slopes and/or to preserve large established trees, and rocky outcroppings:
 - a. STA 12+50 to STA 13+50
 - b. STA 18+75 to STA 21 +75
2. Applicant shall improve the existing road to the maximum road width achievable in the areas identified above where the 20 ft cannot be achieved and the road width shall not be less than 14 ft in those areas.
3. Applicant shall design drivable swales where drainage is required and the full roadway is not achieved.
4. Access road shall be paved for the entire length of the road. Pavement must have a minimum structural section 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 five inches of Class II Aggregate or equivalent.
5. The property owner shall be responsible for maintaining clearance at all times of the hammerhead turn around area and the emergency vehicle staging area as illustrated on the plans to accommodate emergency vehicle access to the winery.
6. The property owner will implement a horizontal and vertical vegetation management plan consistent with California Department of Forestry and Fire Protection requirements along the entire length of the roadway to provide defensive space and improve sight distance. The

vegetation management plan shall be reviewed and approved by the Napa County Fire Marshall.

7. As directed by the Napa County Fire Marshall the applicant shall provide other mitigation measures (i.e. fire sprinklers, location of a fire hydrant) at the time of building permit submittal relating to the construction of the building.

Additionally, the applicant has proposed the following mitigation measures for the reduced portions of the roadway that shall be implemented:

8. Tours and tastings will be scheduled so that guests are arriving and departing separately and so that guests are not arriving or departing at the same time as scheduled truck deliveries.
9. Marketing events will also be scheduled so that guests are arriving and departing separately and so that guests are not arriving or departing at the same time as scheduled truck deliveries.
10. Signs will be posted and maintained along the roadway alerting the public to the reduced road widths and instructing traffic leaving the winery to yield to oncoming traffic.

Any/all future road design changes or changes in use of this roadway beyond the existing use shown on the above noted application and site plans dated August 6, 2010 shall require re-evaluation of the roadway to comply with the requirements of adopted codes, standards and regulations and may require additional conditions.

If you have any questions or comments regarding the documentation contained in this transmittal, please contact Jeannette Doss or Kevin Berryhill of this office.

Cc: Pete Muñoa, Napa County Fire Marshal
Alicia Amaro, Napa County Assistant Fire Marshal
Mike Muelrath, Applied Civil Engineering, Inc., 2074 West Lincoln Avenue, Napa, CA 94558
Jon Webb, Albion Surveys, Inc., 1113 Hunt Avenue, Saint Helena, CA 94574
Michael Hirby and Schatzi Throckmorton, 200 Nemo Court, Saint Helena, CA 94574



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Department of Public Works

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Main: (707) 253-4351
Fax: (707) 253-4627

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

PUBLIC WORKS DEPARTMENT INTER-OFFICE MEMORANDUM

DATE: August 9th, 2010

TO: Trish Hornisher, Conservation Development and Planning Department

FROM: Jeannette Doss, Assistant Engineer *JD*

SUBJECT: Relic Winery, APN 032-090-024, P10-00162UP

The application will allow the applicant to establish a 20,000 gal/yr winery; 8,641 total sq ft; which includes 5,872 of building footprint area plus 2,458 sq ft of caves; 4 full-time employees; 20 visitors per week; marketing plan: 6 trade events maximum 25 visitors; 6 events maximum 25 visitors; 2 Harvest events maximum 50 visitors; and construct a 6 space parking lot. This application also includes a request for a modification to the Napa County Road and Street Standards. The project is located at 2400 Soda Canyon Road in Napa.

EXISTING CONDITIONS:

1. Napa County parcel 032-090-024 is located on Soda Canyon Road just past the Soda Canyon Fire Station.
2. The existing parcel is approximately 10.31 acres.

RECOMMENDED CONDITIONS:

GROUNDWATER

1. See attached groundwater comments dated June 30, 2010.

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.

NEW PRIVATE ACCESS ROADS AND DRIVEWAYS:

4. 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.
5. 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 9, Par. 12).
6. A road modification request is part of this application. Please see attached memo dated August 9, 2010.
7. Structural section of all drive isles shall be calculated by a licensed Civil or Geotechnical Engineer to hold a minimum H20 loading and shall conform to the procedures contained in Chapter 600 of the State of California Department of Transportation Design Manual or approved equivalent
8. All driveway access to the public right of way must conform to the latest edition of the Napa County Road and Street Standards (Page 54, Detail P-4). Outbound driveway widths shall be a minimum of 25 feet to accommodate turning movements of large trucks.
9. The applicant must obtain an encroachment permit prior to any work performed within the Napa County Right-of-Way.

SITE IMPROVEMENTS:

10. 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 and/or grading permit documents at the time of building and/or grading permit application. A plan check fee will apply.
11. Proposed drainage for the development shall be shown on the improvement plans and shall be accomplished to avoid the diversion or concentration of stormwater runoff onto adjacent properties. Plan shall also indicate the path and changes in runoff.

12. 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.
13. If excess material is generated that cannot be used onsite, the Owner shall furnish to the Napa County 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 any off-hauling operations.
14. The applicant shall furnish an Adobe Acrobat PDF file with a complete set of all approved improvement plans to the County Engineer.
15. 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:

16. Prior to the issuance of applicable building or grading permits the applicant must obtain all appropriate regulatory permits from the Regional Water Quality Control Board, Army Corp. of Engineers and Fish & Game.
17. 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.

CONSTRUCTION STORMWATER REQUIREMENTS

18. 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.
19. The plans indicate that the construction activity will result in disturbance equal to/or greater than one acre of total land area, therefore, the permittee shall be required 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.
20. The SWPPP relating to the project improvement plans shall be submitted with the building permit application. The SWPPP should contain a site map(s) which shows the construction site perimeter, existing and proposed buildings, lots, roadways, storm water collection and discharge points,

general topography both before and after construction, and drainage patterns across the project. The SWPPP must list Best Management Practices (BMPs) the discharger will use to protect storm water runoff and the placement of those BMPs. Additionally, the SWPPP must contain a visual monitoring program; a chemical monitoring program for "non-visible" pollutants to be implemented if there is a failure of BMPs; and a sediment monitoring plan if the site discharges directly to a water body listed on the 303(d) list for sediment. Section A of the Construction General Permit describes the elements that must be contained in a SWPPP. A plan check fee will apply.

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 trash enclosures must be covered and protected from rain, roof, and surface drainage.
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, 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 Public Works office.
25. 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.
26. 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.
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. 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.
28. In design of retention facilities, the maximum percolation rate shall be two inches per hour.
29. For on-site common retention basins, the side slopes shall not exceed 3:1.

30. 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.
31. 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.
32. 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.
33. 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 or Kevin Berryhill at 253-4351. For groundwater questions, please contact Anna Maria Martinez.

