



A Tradition of Stewardship  
A Commitment to Service

Planning, Building & Environmental Services

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www.countyofnapa.org

David Morrison  
Director

## MEMORANDUM

To: Wynpress Balcher, Planning Division	From: Jeannette Doss, Engineering and Conservation Division <i>JD</i>
Date: August 20, 2014	Re: Relic Winery Use Permit - Engineering CoA 2400 Soda Canyon Road, Napa, CA P14-00203 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:

*To allow the relocation of the six approved parking spaces directly adjacent to and westly of the proposed crush pad during the first phase of the project.*

The parking area proposed in this new very minor modification request replaces the approved parking as outlined on very minor modification (P14-00093). 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.

In addition to the attached conditions of approval noted above the Engineering Division recommends the following upon approval of this very minor modification:

1. The Civil and Architectual plans for existing Building Permits B14-00382 and B14-00383 shall be revised and updated to include the new parking lot area prior to any earth disturbance in the affected areas. These revisions shall be submitted directly to the Building Division with the changes clearly marked on the plans.

**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](mailto:jeannette.doss@countyofnapa.org)



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Department of Public Works

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

## PUBLIC WORKS DEPARTMENT INTER-OFFICE MEMORANDUM

**DATE:** August 9<sup>th</sup>, 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 H2O 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 4, 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.



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Donald G. Ridenhour, P.E.  
Director

## MEMORANDUM

To:	Trish Hornisher, CDPD	From:	Jeannette Doss, Public Works <i>JD</i>
Date:	August 9 <sup>th</sup> , 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 14<sup>th</sup> 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