



A Tradition of Stewardship
A Commitment to Service

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

Office: (707) 299-1461

Pete Muñoa
Fire Marshal

INTER-OFFICE MEMORANDUM

TO: Shaveta Sharma
Planning, Building and Environmental Services

FROM: Tim Hoyt
Fire Department

DATE: July 10, 2014

Subject: Melk Winery P14-00208 APN#

SITE ADDRESS: 2900 Silverado Tr.

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.**
- All fire department access roads and driveways shall comply with the **Napa County Public Works Road and Street Standards.**
- 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.
- All buildings over 3,600 square feet shall be equipped with an automatic fire sprinkler system conforming to NFPA 13 2013 edition with water flow monitoring to a Central Receiving Station.
- 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, 2013 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 15 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 2013 edition.
11. 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 2013 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 2013 edition.
15. Install emergency back-up lighting throughout the buildings per the California Building Code 2013 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.

Tim Hoyt
Interim Fire Marshal



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Planning, Building & Environmental Services

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

David Morrison
Director

MEMORANDUM

To: Shaveta Sharma Planner III Planning Division	From: Patrick C. Ryan Assistant Engineer Engineering Service
Date: September 22, 2014	Re: Permit No. P14-00208 Melka Winery APN: 021-352-041

The County of Napa’s Planning, Building, and Environmental Services Department (PBES), Engineering Division has received a referral for comments on a Use Permit application, generally requesting the following:

Use Permit for the development of a new 10,000 gallon annual production winery. The existing 2,309 square foot barn located on the property (currently a garage on the lower level and a bedroom on the upper level) is proposed to be converted to accessory winery use, storage and hospitality space. The proposed building construction of an additional 3,848 square feet is for the proposed main winery operations including fermentation, pressing, barrel storage, etc.

After careful review of Melka Winery Use Permit application submittal package the Engineering Division has determined that all items are complete and sufficiently detailed. As long as no additional changes are made to the proposed improvements this Division recommends approval of the project with the following conditions:

EXISTING CONDITIONS:

1. The County of Napa parcel 021-352-041 is located at 2900 Silverado Trail, St. Helena, CA.
2. The existing parcel is approximately 10.57 acres.
3. The existing parcel is zoned AW; Agricultural Watershed District.
4. Existing property is currently developed with a single family dwelling, second unit, guest cottage, and an agricultural building.
5. The existing parcel is located within the Napa River Watershed, Napa River-Upper St. Helena Reach drainage tributary.

RECOMMENDED CONDITIONS:

ROAD & STREET STANDARDS:

1. Any proposed or required new/reconstructed access drives shall meet the requirements of a Commercial, Industrial and Non-Residential driveway for all access dedicated to the proposed winery. The developer shall provide a minimum of 18-foot wide driveway with 2-feet of shoulder from the publicly maintained road to the improved structure. Pavement structural sections shall be determined by the designed Traffic Index. The minimum structural section shall be 2-inches of hot mix asphalt (HMA) over 5-inches of Class II Aggregate Base (AB) in accordance with Section 27 of the 2011 Napa County Road and Street Standards (RSS). Access dedicated to residential shall meet the requirements for a Residential Driveway, constructed to provide 10-foot wide all weather surfaced travel lane with 4-feet of driveable shoulder (see detail C-10, RSS)
2. Any proposed or required new/reconstructed parking shall meet the requirements outlined in the current Napa County RSS, Section 9 and/or Detail D-8, page 82.
3. If any proposed development increases runoff rates to the the existing County of Napa maintained 12-inch reinforced concrete pipe (RCP) culvert, located south-east of the proposed development envelope along silverado Trail, the applicant will be required to improve the existing drainage facility to meet current RSS.

SITE IMPROVEMENTS:

4. 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 the Napa County PBES Department Engineering Division prior to the commencement of any on site land preparation or construction. Plans shall be wet signed and submitted with the building and/or grading permit documents at the time of permit application. A plan check fee will apply.
5. 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.
6. Grading and drainage improvements shall be constructed according to the current Napa County RSS, Napa County Stormwater Program, and the California Building Code (CBC). Specifically, all cut and fill slopes shall be setback to meet the latest CBC.
7. If excess material is generated that cannot be used onsite, the Owner shall furnish to the Napa County PBES Department Engineering Division 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.

CONSTRUCTION SITE RUNOFF CONTROL REQUIREMENTS:

8. Applicant shall complete and sign the "Construction Site Runoff Applicability Checklist" (see Appendix A – Construction Site Runoff enclosed), to determine if the subject project is subject

to Construction Site Runoff Control Best Management Practices (BMPs) requirements. See link for reference: <http://www.countyofnapa.org/workarea/downloadasset.aspx?id=4294980423>

- i. If the answer to any question in Part A of the Applicability Checklist is “yes”, the applicant must prepare and submit a Stormwater Quality Management Plan (SQMP) to this Division.
 - ii. If the answer to all questions in Part A is “no”, the project is not required to prepare a SQMP and the project must comply with the “Standard Conditions of Approval.”
9. 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 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.
10. Any construction activity that equals or exceeds one acre of total disturbed area shall prepare a SWPPP in accordance with the regulations of California Regional Water Quality Control Board (CRWQB) 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 PBES Department Engineering Division for review.
11. 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.
12. All trash enclosures must be covered and protected from rain, roof, and surface drainage.
13. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.

POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS:

14. The proposed development is categorized as a Standard Priority Post-Construction Runoff Management project, as defined by the Napa County Post-Construction Runoff Management Requirements Appendix A - Project Applicability Checklist. The winery development proposed approximately 9,170 square-feet of new or reconstructed impervious area (sans the approximate 4,900 square-feet of roadways and driveways). If any changes to the scope of work are to change at the time of the building and/or grading permit submittal additional post-construction runoff management requirements may be applicable.
15. 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 PBES Department office.

16. 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. infiltration, and/or retention/detention systems) may be used to capture and infiltrate the excess volume.
17. Parking areas shall follow the following design criteria to minimize the offsite transport of pollutants:
 - a) Reduce impervious land coverage of parking areas. Permeable surfaces in overflow parking or other areas may be used to meet this requirement.
 - b) Direct runoff from paved surfaces to appropriate landscaping to infiltrate and treat stormwater.
18. Install energy dissipaters, such as riprap, at the outlets of new storm drain, culverts, conduits or channels that enter unlined channels in accordance with applicable specifications to minimize erosion.
19. Ditches and other open conveyance systems shall be lined with vegetation, rock or other material to minimize erosion of the bed and bank. In order to reduce channel velocity and provide some treatment of stormwater runoff, vegetation shall be the preferred lining provided the critical velocity/shear stress does not exceed the permissible velocity/shear stress of vegetation.
20. Where practical, ditches, and other open conveyance systems shall have a vegetated buffer to protect exposed soils and to filter stormwater runoff before entering the conveyance system.
21. 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.
22. 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.
23. All roofs, gutters, and/or downspouts made of copper or other unprotected metals shall discharge to landscaping or other pervious surface designed and maintained appropriately to prevent soil erosion.
24. Processing areas shall be paved and performed indoors or under a cover to keep rainwater out of the processing area, including the Phase I Temporary Crush Pad. Installation of storm drains in processing areas is prohibited. Processing areas shall be designed to preclude run-on from surrounding areas and runoff to surrounding areas.
25. Prior to final occupancy the property owner must legally record an "Operation and Maintenance Agreement" approved by Napa County PBES Department Engineering Division to ensure all

post-construction structures on the property remain functional and operational for the indefinite duration of the project.

26. Each year the entity responsible for maintenance is required to complete an annual report that includes 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 Patrick Ryan from Napa County PBES Department Engineering Division at (707) 253.4892 or via e-mail at Patrick.Ryan@countyofnapa.org. For groundwater questions, please contact Anna Maria Martinez at (707) 259.8600.



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David Morrison
Director

MEMORANDUM

To: Shaveta Sharma, Planner	From: Christine Secheli, REHS
Date: October 7, 2014	Re: Application for Melka Winery Use Permit Located at 2900 Silverado Trail, North Assessor Parcel # 021-352-041 File # P14-00208

The environmental health division has reviewed the above application including information regarding the kitchen and a note added to the plans that indicates all equipment except the sink and the counters will be removed. As such, we have the following conditions of approval should the project be approved:

- 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.
- Any hazardous waste produced on site, including laboratory wastes, must be stored and disposed of in a manner consistent with Chapter 6.5, Division 20 of the California Health and Safety Code and with Title 22, Division 4.5 of the California Code of Regulations. Additionally, a Hazardous Waste Generator Permit must be obtained from this Division.
- 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.
- 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

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. Plans for the proposed process wastewater alternative sewage treatment system (either a hold and haul system or a pre-treatment to land disposal) 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.

6. A permit to install the 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.

7. Prior to the approval of a building permit, an inspection of the existing sanitary sewage disposal system must be performed by a licensed sewage contractor and a report submitted to this Division for review and approval.

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.

9. As indicated in the feasibility report/use permit application, the applicant shall provide portable toilet facilities for guest use during marketing events. The portable toilet facilities must be pumped by a Napa County permitted pumping company.

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 proposed water system to serve this project is not currently required to be regulated as a small public water system by this Division 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.