



A Tradition of Stewardship  
A Commitment to Service

Planning, Building & Environmental Services

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

David Morrison  
Director

## MEMORANDUM

To: Wyntriss Balcher, Project Planner	From: Kim Withrow, Environmental Health Supervisor
Date: June 19, 2014	Re: Use Permit – Bell Wine Cellars, 6200 Washington Street APN: 036-110-030 Project #: P13-00055

The application requesting approval to modify an existing use permit by increasing production, remodeling the interior of the winery, constructing a commercial kitchen, increasing visitation and modifying the marketing plan has been reviewed. This Division has no objection to approval of the 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. According to application materials food service at some of the marketing events will be catered; therefore, catered 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, the applicant shall refer the business to this Division for assistance in obtaining the required permit prior to providing any food service.
3. 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.
4. Prior to drilling a well a licensed well driller must obtain a permit from this Division.

5. Prior to the approval of a building permit, an inspection of the existing sewage disposal system must be performed by a licensed sewage contractor and a report submitted to this Division for review and approval.
6. Plans for the proposed subsurface drip alternative sewage treatment 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 Division.
7. A permit to construct the subsurface drip alternative sewage treatment 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.
8. An annual alternative sewage treatment system monitoring permit must be obtained for the subsurface drip 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. An approved service provider must be hired to monitor the system.
9. Plans for the standard system modifications (new tank, disconnecting sanitary system) must be submitted for review and approval prior to issuance of a building permit. A permit to make the modifications to the existing 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.
10. As previously required, an annual operating permit must be obtained for the existing private sewage disposal system (existing standard system). The septic system monitoring, as required by this permit, must be fully complied with. An approved service provider must be hired to monitor the system.
11. Within 30 (thirty) days of initiation of the use or change of tenants, an updated Hazardous Materials Business Plan or a Business Activities Page shall be submitted and approved by this Division.
12. 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.

13. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
14. 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.
15. 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.
16. 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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Director

## MEMORANDUM

To: Wynpress Balcher Planner II Planning Division	From: Patrick C. Ryan Assistant Engineer Engineering Services
Date: March 13, 2015	Re: P13-00055 Bell Wine Cellars APN: 036-110-030

*Handwritten signature and date: [Signature] 03/13/2015*

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

*To allow an increase in the annual wine production from 40,000 gal/yr to 78,000 gal/yr, increase the permitted visitation/marketing in two phases based on the conversion of an existing former residential structure to storage, whereby wastewater treatment capacity would be freed up to treat effluents from the proposed phase one uses, and installation of a new subsurface drip wastewater system to treat expected effluents from a new commercial kitchen and proposed phase two uses. The former residential structure will be converted back to a residential use at the end of phase two once the final septic system is installed. Visitation is proposed to increase to an average of 130 per day with an average of 500 per week. The modifications are proposed at 6200 Washington Street in the County of Napa.*

After careful review of the Bell Wine Cellars Use Permit modification application package the Engineering Division provides the following facts, findings, and recommended conditions for approval:

### EXISTING CONDITIONS/FINDINGS:

1. Existing access taken from Washington Street via an asphalt concrete paved minimum 20 foot wide driveway.
2. Hopper Creek, a major USGS blueline stream is situated to the south and east of the winery and residence. Hopper Creek falls under the Napa County jurisdictional limits for Special Flood Hazard Areas (SFHAs) for regulation of riparian zones and activities therein.
3. The site is located entirely within a Federal Emergency Management Agency (FEMA) regulated SFHA associated with the Napa River floodplain. The Base Flood Elevation (BFE), the elevation of the flood

- c. A comprehensive Maintenance Plan for the entire structure including the materials used for floodproofing, shields, gates, etc.
- d. An Emergency Action Plan for the installation of flood shields and other measures
- e. Written certification that all components and systems when installed meet the requirements of ASCE 24-05
- f. Documentation or certification from the Authority Having Jurisdiction (permitting official) that they have reviewed and inspected the structure with all floodproofing measures in place and provide evidence of approved final inspection and certificate of occupancy.

#### **SITE IMPROVEMENTS:**

10. All access roadways from the Public Right-of-Way (Washington Street) to the winery facility or associated winery infrastructure (e.g. parking) shall meet the requirements for a Commercial, Industrial, Non-Residential driveway. Provide a minimum of 18-foot wide driveway with 2-feet of shoulder from the publicly maintained road to the improved 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) or an engineered equivalent section in accordance with Section 27 of the 2011 Napa County Road and Street Standards (RSS).
11. Any existing, 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.
12. The developer shall obtain an encroachment permit prior to any work performed within the Napa County right-of-way.
13. 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.
14. All utilities shall be floodproofed to prevent infiltration of floodwaters into system components, provide anti-floatation to tanks or other vessels susceptible to buoyancy forces, and located or protected so as to prevent damage from impacts resulting from flowing debris.
15. 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.

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](mailto:Patrick.Ryan@countyofnapa.org).





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Napa County Fire Department  
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  
Fax: (707) 253-4411

Pete Muñoa  
Fire Marshal

## INTER-OFFICE MEMORANDUM

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TO: Wyntress Balcher  
Planning, Building and Environmental Services

FROM: Pete Muñoa  
Fire Department

DATE: May 21, 2014

Subject: P13-00055 APN# 036-110-030

**SITE ADDRESS: 6200 Washington Street, Yountville CA 94559  
Bell Wine Cellars (Hood and Duct)**

The Napa County Fire Marshal's Office has reviewed the submittal for the project identified above. The comments contained within this letter are in addition to the previous comments previously submitted by this office. The Napa County Fire Marshal's Office is requesting the following items should approval be granted.

- 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 plans related to the installation of proposed commercial hood and duct systems for this project shall be submitted to the Napa County Fire Marshal's Office for review.
3. Fire extinguisher(s) shall be provided within the commercial kitchen area as required by the California Fire Code, 2013 edition.

A handwritten signature in black ink, appearing to read "Pete Muñoa".

Pete Muñoa  
Fire Marshal



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**Department of Public Works**

1195 Third Street, Suite 201  
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Main: (707) 253-4351  
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**Steven E. Lederer**  
Director

## GROUNDWATER MEMORANDUM

**DATE:** May 12, 2014

**TO:** Conservation Development and Planning Department

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

**SUBJECT:** Bell Wine Cellars, APN#: 036-110-030, UP#: P13-00055-MOD

The applicant requests to increase winery production from 40,000 gpy to 78,000 gpy; remodel buildings, increase/modify visitation and marketing. The project is located on Washington Street in Yountville, CA.

### COMMENTS:

1. The parcels are located in the "Valley Floor" region.
2. The existing use for the parcel is estimated to be 4.26 acre-feet per year.

### RECOMMENDED CONDITIONS:

1. We have reviewed the phase one, water availability analysis for the proposed project. The 7.84 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 7.84 AF/Year. The estimated water demand of 5.26 AF/Year is below established threshold for the property.

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

No further analysis is necessary.