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Agency Comments



A Tradition of Stewardship  
A Commitment to Service

Department of Public Works

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**Steven Lederer**  
Director

## MEMORANDUM

To: PBES Staff	From: Rick Marshall
Date: December 8, 2015	Re: Dakota Shy Winery P14-00335

I have been contacted by the applicant’s representative (letter attached), seeking my input on a traffic circulation issue which has arisen during the review of the application materials. As I understand it, this project is scheduled for a Planning Commission hearing on December 16. Since I am unable to attend, I am providing these written comments which I hope will be helpful to the Commissioners in their deliberations.

The question at hand is the placement of driveway access to serve the proposed winery development. The site is located on the southern corner of Silverado Trail and Highway 128 Sage Canyon Road, and thus has frontage on both of these roadways. There are two existing driveways onto Highway 128, which the applicant proposes to configure as a one-way “loop” drive, and one existing driveway on Silverado Trail, which has constrained sight distance and is not proposed for access to the winery.

A basic principle of access management is to “protect” arterial roads whenever possible and reasonable, by minimizing the number of points of direct access. The balancing consideration when protecting arterials is that it is necessary to be more “permissive” in allowing access on collectors and local roadways. In this case, both Silverado Trail and Highway 128 are classified, in the Circulation Element of the Napa County General Plan, as “Rural Throughways” (the equivalent of arterials). Since the two roads are equal status in terms of their designation, we evaluate other criteria in determining reasonable access for a site such as this – traffic volume, sight distance, etc.

Silverado Trail in this vicinity has an Average Daily Traffic (ADT) of over 10,000; Highway 128 measures approximately 3,700. Additionally, an engineering analysis has determined that sight distance is constrained at the property’s existing access location on Silverado Trail, but fully acceptable at the proposed access points on Highway 128.

Therefore, it is my recommendation that the project be approved with the access configuration as follows: a one-way “loop” using two existing driveways on Highway 128, with the existing point of access on Silverado Trail being limited to emergency access only. Based on the access management principles noted above, it is preferable to have this project’s traffic use Highway 128 for access than to load project traffic directly onto Silverado Trail.

Please contact me at [Rick.Marshall@countyofnapa.org](mailto:Rick.Marshall@countyofnapa.org) or (707) 259-8381 if you have questions or need additional information.

Attachment: Letter from Donna Oldford



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Pete Muñoa  
Fire Marshal

## INTER-OFFICE MEMORANDUM

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TO: Shaveta Sharma  
Conservation, Development and Planning

FROM: Tim Hoyt, Fire Department

DATE: 10/30/14

SUBJECT: Dakota Shy Winery – Major Modification  
APN:030-120-024 P14-00335 and 336

**Site Address: 771 Sage Canyon Rd.**

- 1. All construction and use of the facility shall comply with all applicable standards, regulations, codes and ordinances at time of building permit issuance.**
2. An approved automatic fire sprinkler system shall be required for all proposed structures 3,600 feet or greater. The production building will require an automatic fire sprinkler system installed and maintained in accordance with the *National Fire Protection Association Standard (NFPA) #13 (Installation of Automatic Sprinkler Systems 2013 edition)*. A minimum of 60 minutes of water storage to operate the sprinkler system will be required.
3. The ***minimum*** required fire flow for the protection of the proposed project is 1250 gallons per minute for 60 minutes duration at 20 pounds residual water pressure with a water storage volume of 75,000 gallons. The fire flow is based on the square footage of the building and the construction type and has been reduced by 50% since the building will require automatic fire sprinkler protection. The fire flow and storage volume in a sprinklered building is in ***addition*** to the water demand for the sprinkler system.
4. A fire pump may be required to meet the fire flow requirements. The fire pump shall be installed and maintained in accordance to the *National Fire Protection Standard (NFPA) #20 (Installation of Stationary Pumps for Fire Protection 2013 edition)*. Fire pumps are required to be listed and tested by an approved testing agency and are required to be

either diesel driven or electric. Electric fire pumps also require a secondary power source.

5. The private fire service mains shall be installed and maintained in accordance with the *National Fire Protection Standard # 24 (Installation of Private Fire Service Mains and Their Appurtenances 2013 edition)*.
6. The location, number and type of fire hydrants connected to the water supply shall be in accordance with the California Fire Code, 2013 edition. Fire hydrants shall be placed within 250 feet of all exterior portions of the building.
7. All post indicator valves, control valves, waterflow devices and fire pumps will also require monitoring by an approved remote station or central alarm monitoring company. The fire alarm system shall be designed and installed in accordance with the *National Fire Protection Standard #72 (Fire Alarm Code, 2013 edition)*.
8. Fire apparatus access roads shall be provided to within 150 feet of all portions of the structures. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet at the building site and an unobstructed vertical clearance of not less than 15 feet.
9. Access roads from the public and/or private right-of- ways to the project/ building site shall comply with Napa County Road and Street Standards and shall be reviewed by the Napa County Public Works Department.
10. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with a surface so as to provide driving capabilities in all weather conditions. Said access shall be provided prior to any construction or storage of combustible materials on site.
11. The applicant shall be responsible for maintaining 10 feet of defensible space along each side of the roadway. This defensible space zone shall include the removal of all dead fuel, dry grass mowed to less than four inches in height, the removal or cutting of all brush, the removal of small trees less than 8 inches in diameter and the removal of all ladder fuel on existing trees up to 8 feet in height, within 10 vertical feet of each side of the roadway and vertical clearance of 13'6".
12. A defensible space zone shall be created around all structures. This defensible space zone shall be 100' from all portions of a structure. Flammable vegetation shall be removed and/or modified in the defensible space zone to create a fuel break that will help protect the structures from an encroaching wildland fire and will protect the surrounding wildland areas from a structure fire originating on-site.
13. The request for beneficial occupancy **will not** be considered until all fire and life safety issues have been installed, tested and finalized.
14. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with a surface so as to provide driving capabilities in all weather conditions. Said access shall be provided prior to any construction or storage of combustible materials on site.

15. The approved address numbers shall be placed on the building by the applicant in such a position as to be plainly visible and legible from the street or streets fronting the property and shall be placed as to be seen from all entrances. Proposed address shall be indicated on the elevation drawings contained within the building plan submittal. The address numbers shall be a minimum of 6" in height for the building, contrasting in color with their background and shall be illuminated.
16. An approved project sign shall be placed at vehicle access points into the project during construction to assist emergency responders. The sign shall identify the project name and address. Such signs shall be clearly visible and legible from the street fronting the project.
17. Show all gates on civil plans. All gates to conform with Napa County Standards and submitted under separate permit. All gates to have an electric Knox key switch or Knox pad lock.
18. The applicant shall properly identify all required fire lanes. Fire lanes shall be painted red with white letters to read "NO PARKING FIRE LANE CVC 22500.1, stenciled every 30 feet on top of the curb or on signs.
19. An approved access walkway shall be provided to all exterior doors and openings required by either the California Fire Code or the California Building Code. A concrete sidewalk or other approved hard surface will meet the intent of the access walkway requirement. Adequate space adjacent to the access walkway, vertically and horizontally, shall be provided to allow firefighters to access required building openings in order to effectively perform rescue operations, to allow for equipment maneuverability. Any landscaping adjacent to the access walkway shall be such that it does not obstruct the functional purpose of the walkway upon maturity.
20. Currently serviced and tagged fire extinguishers with a minimum rating of 2A10BC shall be provided within 75 feet of travel distance from any portion of the facility and shall be mounted 3 1/2 to 5 feet to the top of the extinguisher.
21. All exit doors shall be operable without the use of a key or any special knowledge or effort.
22. Illuminated exit signs and emergency back up lighting shall be installed throughout the building per the California Building Code, section 1004, 2013 edition.
23. A Knox cabinet and all weather housing unit (model #1307 and #1201) will be required to allow emergency vehicle access to the site. Because an alarm system is required, the Knox box/cabinet will require "tamper monitoring".
24. The Knox Cabinet shall have one or all of the following items placed in the Knox cabinet, dependent on requirements of this facility:
  - A minimum of 2 master keys to the structure(s) for emergency access.
  - 2 scaled site plans of the facility, identifying all buildings, hydrants, fire department access around the facility, and location of all water, electric, and gas shut-off valves.
  - 2 scaled floor plans of all structures showing doors, offices, etc.

- Napa County Hazardous Materials Business including all MSDS forms, etc.
- **A digital file of the site and floor plans in a PDF format must be submitted at building final in addition to the hard copies listed above.**

25. When the Napa County Fire Department deems it necessary for Fire and Life Safety, the owner, agent or lessee shall put in writing the intended use of the cave areas; i.e. storage, processing of wine at a winery and/or assembly use areas. This information is based off the the use permit.

26. A complete set of Building Plans shall be submitted to the Fire Department for review and approval for egress requirements.

27. Barricades shall be provided to protect any natural gas meter, fire hydrant, or other fire department control device, which may be subject to vehicular damage. Approved signs may be required to identify the location of fire protection devices.

28. Technical assistance in the form of a fire protection engineer or consultant acceptable, and reporting directly, to the NCFD shall be provided by the applicant at **no** charge to the County for independent peer review of alternate methods and materials proposals.

29. 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.

30. "Fire Plan Review and Inspection" fees shall be paid to the Fire Department for all applicable plan review and inspection work at the established rate as adopted by the Napa County Board of Supervisors by resolution.

31. Deferred submittal plans for commercial kitchen Ansul Fire suppression system will be required.

Please feel free to contact the Napa County Fire Marshal's Office at (707) 299-1463 to discuss any fire protection issues you may have regarding your project.

Tim Hoyt  
Interim- Fire Marshal



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Planning, Building & Environmental Services

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David Morrison  
Director

## MEMORANDUM

To: Shaveta Sharma Planning Division	From: Jessica Garcia <i>Jessica Garcia 6/30/2015</i> Engineering and Conservation Division
Date: June 30, 2015	Re: Project Name Use Permit Major Mod.: P14-00335 Conditions of Approval APN: 030-120-024

The Engineering and Conservation Division (Engineering) received and reviewed the resubmittal package for the above proposed project generally requesting the following:

*To approve an increase in wine production from 1,000 to 14,000 gallons per year, construction of a 6,060 square foot new winery building, expansion of wastewater facilities, daily visitations of 20 persons per day and 112 per week with light catered fare, two marketing events with 40 persons, variance from Silverado Trail, and the conversion of the existing winery structure into storage.*

The original submittal package requested the following:

*To approve an increase in wine production from 1,000 to 14,000 gallons per year, daily visitations up to 24 persons per day, expansion to include a commercial kitchen, wastewater facilities, outdoor tasting per AB 2004, marketing events totaling 997 visitors from separate events. The proposed project is located at 771 Sage Canyon Road in the County of Napa.*

After careful review of the Dakota Shy Winery use permit modification application package Engineering maintains that all items are complete and sufficiently detailed. As long as additional changes are not made, Engineering recommends approval of the project with the following conditions:

### EXISTING CONDITIONS

1. The County of Napa parcel 030-120-024 is located at 771 Sage Canyon Road, Saint Helena, CA 94574.



3. The existing parcel is zoned AW, Agricultural Watershed District.
4. The existing property is currently developed with a winery building, a residence, a guest house, a tennis court, a pool, and a pool house.
5. The existing parcel is located within the Napa River Watershed, Conn Creek – Lower Reach drainage tributary.

## **RECOMMENDED APPROVAL CONDITIONS:**

### **Road and Street Standards**

1. Any roadway, access driveway, and parking areas, proposed new or reconstructed shall meet the requirements as outlined in the Napa County Road & Street Standards for commercial development, revised August 9, 2011 (Resolution 2011-95).
2. Any work in the Napa County Right of Way to include installation of an access driveway shall require an Encroachment Permit issued by the Napa County Department of Public Works, Road Department prior to commencement of work.
3. Any work on Sage Canyon Road also known as California 128, to include installation of an access driveway shall require a California Department of Transportation (Caltrans) Encroachment Permit, issued by Caltrans, prior to commencement of work.

### **Site Improvements**

1. 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 Engineering of the Napa County Planning, Building, and Environmental Services Department (PBES) 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.
2. 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. Plans shall also indicate the path and changes in runoff.
3. Grading and drainage improvements shall be constructed according to the current Napa County Road and Street Standards, Napa Countywide Stormwater Pollution Prevention Program, and Appendix J of the California Building Code.
4. All excess material that is generated that will be taken to an offsite location within Napa County shall require that the Owner furnish to Engineering in PBES, verification that the Owner has entered into agreements with the property owners of the sites involved and has obtained the permits, licenses, and clearances required prior to the commencement of any off-hauling operations.



### **Construction Site Runoff Control Requirements**

1. Prior to issuance of a building permit the applicant shall prepare an Erosion and Sediment Control Plan (ESCP) for review and approval by Engineering in conformance with Napa Countywide Stormwater Pollution Prevention Program Erosion and Sediment Control Plan Guidance dated December 2014.

### **Post-Construction Runoff Management Requirements**

1. Prior to issuance of a building permit the applicant shall prepare a Stormwater Control Plan (SCP) in accordance with the latest edition of the BASMAA Post-Construction Manual for review and approval by Engineering in PBES.
2. Prior to issuance of a building permit, an Operations and Maintenance Plan shall be submitted and tentatively approved by Engineering in PBES.
3. Before final occupancy the property owner must legally record the "Operation and Maintenance Agreement", approved by Engineering in PBES.

If you have any questions, please contact Jessica Garcia from Napa County Planning, Building, and Environmental Services Department, Engineering and Conservation Division at (707) 259-8328 or by email at [jessica.garcia@countyofnapa.org](mailto:jessica.garcia@countyofnapa.org).



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**Steven Lederer**  
Director

## MEMORANDUM

To: PBES Staff	From: Rick Marshall Deputy Director of Public Works
Date: June 10, 2015	Re: Dakota Shy Winery P14-00335

Thank you for the opportunity to review the subject permit application. I offer the following comments from the Department of Public Works:

**Left-Turn Lane not required.** The traffic study prepared for this project has demonstrated that the traffic generated will not meet the County's warrants for installation of a left-turn lane at the entrance on Sage Canyon Road. The evaluation is dependent upon the applicant's proposal that the access from Silverado Trail will be restricted to emergency-use only. Please ensure that this restriction is memorialized in the conditions of approval.

**Cumulative Impacts.** I concur with the traffic study's conclusion that the proposed project will not result in a significant cumulative impact due to the addition of project traffic to the already-impacted Silverado Trail, or its intersection with SR 128. The study has adequately demonstrated that the number of weekday afternoon or weekend midday peak hour trips generated by the project is no greater than 1% of existing volumes on these facilities. This is a threshold which is supported by other recent approvals in this County.

Please contact me at [Rick.Marshall@countyofnapa.org](mailto:Rick.Marshall@countyofnapa.org) or call (707) 259-8381 if you have questions or need additional information.



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David Morrison  
Director

## MEMORANDUM

*AMS for KW*

To: Shaveta Sharma	From: Kim Withrow, Environmental Health Supervisor
Date: 11/17/2015	Re: Use Permit Application for Dakota Shy Winery Located at 771 Sage Canyon Road Assessor Parcel # 052-170-042 Permit# P14-00335

Environmental Health Division staff has reviewed an application for a use permit modification. This Division has no objection to approval of the application with the following conditions of approval:

### Prior to building permit issuance:

1. Plans for the proposed 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.
2. A permit to construct an pressure distribution 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.
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. 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. The designated area shall remain available and be properly maintained for its intended use.



**During construction and/or prior to final occupancy being granted:**

1. An annual alternative sewage treatment system monitoring permit must be obtained for the alternative sewage treatment system /private sewage disposal system prior to issuance of a final on the project. The septic system monitoring, as required by this permit, must be fully complied with.
2. 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.

**Upon final occupancy and thereafter:**

1. 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.
2. The applicant shall provide portable toilet facilities for guest use during events of 75 persons or more as indicated in the septic feasibility report/use permit application. The portable toilet facilities must be pumped by a Napa County permitted pumping company.
3. Pursuant to Chapter 6.95 of the California Health and Safety Code, businesses that store hazardous materials above threshold planning quantities (55 gallons liquid, 200 cubic feet compressed gas, or 500 pounds of solids) shall obtain a permit, file an approved Hazardous Materials Business Plan to <http://cers.calepa.ca.gov/>, and be approved by this Division within 30 days of said activities. If the business does not store hazardous materials above threshold planning quantities, the applicant shall submit the Business Activities Page indicating such.
4. The applicant shall file a Notice of Intent (NOI) and complete a Storm Water Pollution Prevention Plan with the State of California Water Resources Control Board's (SWRCB) Industrial Permitting program, if applicable, within 30 days of receiving a temporary or final certificate of occupancy. Additional information, including a list of regulated SIC codes, may be found at: [http://www.swrcb.ca.gov/water\\_issues/programs/stormwater/industrial.shtml](http://www.swrcb.ca.gov/water_issues/programs/stormwater/industrial.shtml)

Additionally, the applicant shall file for a storm water permit from this Division, if applicable, within 30 days of receiving a temporary or final certificate of occupancy. Certain facilities may be exempt from storm water permitting. A verification inspection will be conducted to determine if exemption applies.

5. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
6. 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.

