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Agency Comments




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: Jason Hade – Planning Division	From: Jeannette Doss, Engineering and Conservation Division 
Date: December 17, 2015	Re: Bouchaine Winery Use Permit Major Mod – Engineering CoA P14-00408MM & P14-00409 VAR APN: 047-320-031

The Engineering Division received a re-submittal for comment on a major modification to an existing use permit for the Bouchaine Winery, generally requesting the following:

To add a new hospitality center with tasting room and offices, convert existing tasting room to a wine club, implementation of a new marketing plan, and construct a new parking lot. The proposal also includes a request for a variance to the 300 foot roadway setback for Buchli Station Road.

After careful review of the Use Permit submittal package the Engineering Division recommends approval of the project with the following recommended conditions:

EXISTING CONDITIONS:

1. Napa County parcel 047-320-031 is located on Buchli Station Road about 0.2 miles south of the intersection of Las Amigas Road and Buchli Station Road.
2. The existing parcel is approximately 102.28 acres.
3. Site is currently developed with a winery.

RECOMMENDED CONDITIONS:

PARKING:

1. 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:

2. 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.
3. The applicant must obtain an encroachment permit prior to any work performed within the Napa County Right-of-Way.
4. The applicant must obtain an encroachment permit from the California Department of Transportation for any work performed within the State Right-of-Way.

SITE IMPROVEMENTS:

5. 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 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 permit application. A plan check fee will apply.
6. 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.
7. 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.
8. If excess material is generated that cannot be used onsite, the Owner shall furnish to the Napa County Planning, Building and Environmental Services 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.

OTHER RECOMMENDATIONS:

9. 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.
10. The existing wastewater pond shall be modified to include the installation of a synthetic liner in the pond to prevent percolation. The permit to modify the pond shall be secured through the Environmental Health Division prior to issuance of any building or grading permits associated with the proposed project.

11. If the final water balance analysis for the pond results in the need for a larger pond then the Engineering Division and the Environmental Health Divisions will require that the design be modified to accommodate the volume needed.
12. The Engineering Division and Environmental Health Division will not sign off on any building clearance associated with this project until the final Stormwater Control Plan (SCP) and pond design has been reviewed and approved by both divisions.

CONSTRUCTION STORMWATER REQUIREMENTS:

13. Any Project that requires a building or grading permit shall complete a Project Guidance for Stormwater Compliance checklist and shall submit this form to the Napa County Planning, Building and Environmental Services Department for review.
14. 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 1240 and the latest adopted state regulations. Best Management Practices (BMPs) shall also be implemented to minimize dust at all times.
15. Any construction activity that equals or exceeds one acre of total disturbed area shall prepare a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the regulations of California Regional Water Quality Control Board (SRWQCB) 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 Planning, Building and Environmental Services Department for review.
16. 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.
17. All trash enclosures must be covered and protected from rain, roof, and surface drainage.
18. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.

POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS:

19. The proposed development is categorized as a Regulated Project under Napa County's BASMAA Post-Construction Manual. Regulated Projects are proposed developments that create or replace 5,000 sf or more of impervious surface and shall meet the following requirements:
 - a. Route runoff to Bioretention or other facilities sized and designed according to the criteria in Chapter 4, Napa County's BASMAA Post-Construction Manual.
 - b. Identify potential sources of pollutants and implement corresponding source control measures in Appendix A of the Napa County's BASMAA Post-Construction Manual.

- c. Provide ongoing maintenance of Bioretention facilities.
 - d. Prepare and submit the Stormwater Control Plan for a Regulated Project per Chapter 3, Napa County's BASMAA Post-Construction Manual, at the time development permits are applied for. A template may be found in Appendix D.
20. All loading dock areas shall not include direct connections to the storm drain system. Any existing direct connections will need to be disconnected during the design and construction phases so that the loading docks drain to the waste water pond. The flows from this area cannot be combined with the stormwater flows from the parking areas or other areas draining to the proposed bio-retention area and must be combined with the rest of the process waste water. The additional flows from these loading dock areas will have to be considered in the water balance analysis for the wastewater pond.
 21. Construction drawings will need to clearly illustrate all drainage management areas (DMAs) for the entire site (including those areas draining to the pond). Design plans shall include directional arrows for drainage and grade breaks and/or curbs may need to be installed to prevent stormwater run-on from parking areas or other areas.
 22. If the final delineation of DMAs on the SCP results in the need for additional bio-retention areas or the re-sizing of the proposed bio-retention area then those areas will need to be shown on the final design drawings prior to issuance of any building clearance.
 23. 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.
 24. 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.
 25. Prior to final occupancy the property owner must legally record an "Implementation and Maintenance Agreement" approved by the PBES Department Engineering Division to ensure all post-construction structures (i.e. Treatment Control BMPs, and Diversion Systems) on the property remain functional and operational for the indefinite duration of the developed site.
 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 Jeannette Doss at 259-8179.



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David Morrison
Director

MEMORANDUM

To: Jason Hade, Planner	From: Kim Withrow, REHS <i>KW</i>
Date: December 9, 2015	Re: Use Permit Major Modification Application for Bouchaine Vineyards Located at 1075 Buchli Station Rd. Assessor Parcel # 047-320-031 Permit#P14-00408

Environmental Health Division staff has reviewed an application requesting approval to modify an existing winery use permit by increasing visitation and marketing and constructing a new hospitality building with a commercial kitchen among other improvements as described in the application materials (including the information contained in the December 1, 2015 letter from Firma Design Group). This Division has no objection to approval of the application with the following conditions of approval:

Prior to building permit issuance:

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. Plans for the proposed modifications to the sanitary wastewater 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.
3. A permit to install a grease trap, dosing tank and advanced treatment unit as described in the wastewater feasibility report 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.
4. Plans for the proposed process wastewater pond system improvements 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.

5. A permit to modify the existing wastewater pond 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. The valves connecting the pond to an old leach field must be physically removed and verified via inspection by this Division.
6. 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.
7. 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.
8. The water supply and related components must comply with the California Safe Drinking Water Act and Related Laws. The owner must apply for and obtain an annual operating permit for the water system from this Division prior to issuance of a building permit. The applicant must comply with all required monitoring and reporting.

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

9. The owner must obtain an annual operating permit for the food facility.

Upon final occupancy and thereafter:

10. Within 30 (thirty) days of initiation of the use or change of tenants, an updated Hazardous Materials Business Plan or a Business Activities information shall be submitted to <http://cers.calepa.ca.gov/> and approved by this Division.
11. 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

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.

12. 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.
13. The applicant shall maintain regular monitoring of the above ground waste water treatment system as required by this Division which includes submitting quarterly monitoring reports. An annual operating permit is required for the waste water system.
14. The applicant shall maintain regular monitoring of the sanitary wastewater sewage treatment system as required by this Division which includes hiring a service provider to inspect system and submit monitoring reports twice per year.
15. The applicant shall maintain the small public water system as required and submit regular sampling results.
16. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
17. 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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Napa County Fire Department
Fire Marshal's Office
Hall of Justice, 2nd Floor
1125 3rd Street
Napa, CA 94559

Office: (707) 299-1464

Barry Bierman
Fire Marshal

INTER-OFFICE MEMORANDUM

TO: Charlene Gallina
Planning, Building and Environmental Services

FROM: James Bales
Fire Department

DATE: January 14, 2015

Subject: P14-00408 APN#047-320-031

SITE ADDRESS: 1075 Buchli Station Road

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.**
- 2. All fire department access roads and driveways shall comply with the Napa County 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 2013 edition with water flow monitoring to a Central Receiving Station.
5. The required fire flow for this the total proposed building 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. If applicable, All cave development shall comply with CBC Section 436 as well as the Napa County Fire Marshal's Office Cave Development Guidelines.
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 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.
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.
25. 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.
26. A complete set of building drawings and civil drawings shall be submitted to the Napa County Fire Marshal's Office for plan review and approval prior to building permit issuance.

James Bales
CAL FIRE/ Fire Captain
Assistant Fire Marshal
(707) 299-1463

Los Carneros Water District

March 11, 2015

Mr. Jason R. Hade, AICP
Planner III
County of Napa Planning, Building, & Environmental Services
Planning Division
1195 Third Street, Suite 210
Napa, CA 94559

RE: Bouchaine Winery Permit Application Request for Comments

Dear Jason:

On behalf of the Los Carneros Water District, I have reviewed the Permit Application and Initial Study Request for Comments, for the Bouchaine Winery, APN 47-320-31. The following comments are offered:

The Bouchaine Winery parcel is within the LAFCO defined Los Carneros Water District. Additionally, the parcel is within the Assessment District formed on July 2, 2014, in accordance with Prop 218, for the purpose of funding installation of recycled water purveyance infrastructure. That infrastructure is slated to be installed and operational by the end of 2015.

Through its participation in the Assessment District proceedings and formation, the Bouchaine Winery has indicated its support and participation in the project. The parcel is eligible to receive recycled water, as noted in the permit application documents. Recycled water will be supplied by the Napa Sanitation District, and Bouchaine will need to enter into a standard water purchase agreement with NSD.

We appreciate the opportunity to comment on land use related applications that are within, or adjacent to, our District boundaries.

Sincerely,



John W. Stewart, PE
President, Board of Directors