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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, Project Planner	From: Kim Withrow, Environmental Health Supervisor
Date: May 20, 2016	Re: Application for Taylor Family Winery Assessor Parcel #039-040-016 File #P15-00291

The application for a use permit for a new 15,000 gallon per year winery located in an existing agricultural barn with tours and tasting as described in application materials has been reviewed. This Division has no objection to approval of the application with the following conditions:

Prior to building permit issuance:

1. Permits to construct the proposed sanitary wastewater system and process wastewater system as described in the wastewater feasibility report submitted with application materials 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(s).
2. Plans for the proposed alternative sewage treatment systems 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(s) will be approved until such plans are approved by this Division.
3. If option 2 for wastewater treatment and reuse will be constructed then the applicant shall secure a discharge requirement or waiver of same, from the Regional Water Quality Control Board for the proposed waste water system. Clearance from the Regional Water Quality Control Board must be obtained prior to approval of a building permit for any structure that generates wastewater. Conditions 1 and 2 above still apply.
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:

5. Annual alternative sewage treatment system monitoring permit(s) must be obtained for the alternative sewage treatment system /private sewage disposal system(s) prior to issuance of a final on the project. The wastewater treatments system monitoring, as required by this permit(s), must be fully complied with.
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.

Upon final occupancy and thereafter:

7. 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.
8. 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.
9. 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.
10. 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.

11. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
12. 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.
13. 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.



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David Morrison  
Director

## MEMORANDUM

To: Jason Hade, Planning Division	From: Jeannette Doss – Engineering and Conservation Division <i>JD</i>
Date: May 16, 2016	Re: Taylor Family Vineyards Use Permit - Engineering CoA 5991 Silverado Trail, Napa, CA P15-00291 APN 039-040-016

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

*To allow for 1) establishment of a new 15,000 gallon per year (maximum production) winery; 2) conversion of an existing agricultural barn to a winery production and tasting room structure of 1,600 square feet; 3) construct a new 400 square foot outdoor covered crush pad; 4) allow for tasting and tours by appointment for a maximum of 17 visitors per day; 5) allow ten marketing events per year with a maximum of 30 visitors per event; 6) allow one wine auction event per year with a maximum of 75 visitors per event; 7) allow for 1 full-time employee and 1 part-time employee; and 8) construct a new 5 space parking lot.*

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. The existing parcel is approximately 21.15 acres.
2. Existing property is currently developed with a vineyard, barn, and a private residence.

### RECOMMENDED CONDITIONS:

#### NEW PRIVATE ACCESS ROADS AND DRIVEWAYS:

1. All roadway construction associated with this application shall conform to the current Road and Street Standards of Napa County (NCRSS) at the time of permit submittal and accepted construction and inspection practices.

2. Access drives shall meet the requirements of a one-way loop road as an alternative equivalent to a commercial drive. Travel lane of each one-way section shall be a minimum of 10 feet wide with 2 feet of shoulder on either side. Each one-way section shall provide a full standard emergency vehicle turnout at the approximate midpoint of the section. Signage shall be installed at each end of the one-way drive alerting traffic of the direction of flow.
3. All access roads must be a paved surface meeting the minimum pavement section as defined in Section 20 of the NCRSS and structural sections 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.
4. The driveway connection to the publicly maintained road shall meet the design specifications as depicted in detail P-2 of the NCRSS for Driveway Connection to Arterial Roads in Rural Areas.
5. A left-turn lane shall be constructed on Silverado Trail prior to the issuance of a Certificate of Occupancy for the winery to facilitate northbound traffic turning into the winery access road. Applicant shall obtain a grading permit from the Napa County Planning, Building, and Environmental Services (PBES) Department – Engineering Division for the construction of the left-turn lane. Plans will be reviewed by the Napa County Department of Public Works and the PBES Department. A plan check fee will apply.
6. The applicant shall obtain all necessary encroachment permits from the Napa County Department of Public Works to construct the left-turn lane and driveway approach.
7. Applicant shall provide an emergency vehicle turnaround facility within 50 ft of the proposed winery buildings (County Road and Street Standards, Page 35).
8. All roadway/driveway construction shall be permitted and completed prior to issuance of the proposed winery facility's occupancy.

**PARKING:**

9. Any parking proposed by the developer or required by the Planning Commission as a condition of this use permit must have a minimum structural section equivalent 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. (NCRSS, Page 37, Section 20).
10. Parking lot details shall conform to the requirements of the latest edition of the NCRSS at the time of building permit submittal. (NCRSS, Page 82, Detail D-8).
11. Project proposes 5 new parking stalls. No visitation or marketing events shall exceed this available parking without prior approval of a parking and traffic management plan.

SITE IMPROVEMENTS:

12. 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.
13. 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 include a hydraulic analysis for the drainage improvements indicating the path and changes in runoff.
14. Any grading, drainage and parking improvements approved by this Use Permit shall be constructed according to the latest "Napa County Road and Street Standards" and the California Building Code and shall be reviewed and approved by this office prior to construction. Specifically, all cut and fill slopes shall be setback to meet the latest CBC.
15. If excess material is generated that cannot be used onsite, the Owner shall furnish to the Engineering Division of 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.
16. The applicant must obtain an encroachment permit prior to any work performed within the Napa County Right-of-Way.

OTHER RECOMMENDATIONS:

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. 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.

19. 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 1400 and the latest adopted state regulations. Best Management Practices (BMPs) shall also be implemented to minimize dust at all times.
20. Any construction activity that equals or exceeds one acre of total disturbed area shall require the permittee to file a Notice of Intent (NOI) with the State Regional Water Quality Control Board (SRWQCB) and prepare a Storm Water Pollution Prevention Plan (SWPPP) in accordance with Napa County's General Permit for Discharges of Storm Water Associated with Construction Activity and the latest version of the Construction General Permit issued by 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. 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. Prior to issuance of a construction permit (building or grading), the applicant must provide to the Engineering division a copy of the NOI that is filed with the SRWQCB and the associated WDID issued by the SRWQCB.
21. Any construction activity that will result in disturbance of greater than 10,000 sq ft of total land area but less than one acre of total land area will require the permittee to prepare and maintain an erosion & sediment control plan (ESCP) to be submitted with the building permit application. A plan check fee will apply.
22. 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.
23. All construction trash enclosures must be covered and protected from rain, roof, and surface drainage.
24. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.



POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS:

25. 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.
26. 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.
27. 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.
28. 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.
29. 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.
30. Outdoor material storage areas which contain smaller quantities of materials and waste (e.g. pesticides, fertilizers, etc.) with the potential to contaminate stormwater must be placed in an enclosure such as a cabinet, shed, or similar structure that prevents contact with runoff or spillage to the stormwater conveyance system.
31. Outdoor material storage areas which contain materials and/or waste associated with wine production and process is prohibited and shall be stored under cover and in an area designed to preclude stormwater run-on and temporarily covered with tarps during rain events.

32. Storage areas for liquid materials and water must have a permanent cover to keep rainwater out of the storage area and protected by secondary containment structures such as berms, dikes or curbs.
33. 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.
34. Processing areas, including but not limited to wine grape crushing/pressing, juice fermentation, blending and fining, filtration and bottling (including mobile bottling), shall be paved and performed indoors or under a covered area; installation of storm drains in processing areas is prohibited. For processing areas that generate liquid wastes, slope the area to a drain an approved collection system.
35. Interior floor drains shall be plumbed to the sanitary sewer system or closed loop system and shall not be connected to storm drains.
36. 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.
37. 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.
38. 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 (707) 259-8179



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**Department of Public Works**

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**Steven Lederer**  
Director

## MEMORANDUM

To: PBES Staff	From: Rick Marshall Deputy Director of Public Works
Date: September 15, 2015	Re: Taylor Family Vineyards P15-00291

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 required.** The project as proposed meets the warrants for installation of a left-turn lane on Silverado Trail at the project access driveway. The improvements shall be constructed in compliance with the Napa County Road & Street Standards. Additional right-of-way shall be dedicated to the public as necessary to encompass the improvements.

**Encroachment Permit required.** The construction of the left-turn lane and revised driveway connection to Silverado Trail, a County-maintained road, will require an encroachment permit during the building permit phase. Please contact the Roads office at (707) 944-0196 to initiate the encroachment permit process.

More information on these is available at our website:

<http://www.countyofnapa.org/publicworks/roads/>

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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Napa County Fire Department  
Fire Marshal's Office  
2741 Napa Valley Corporate Drive, Bldg 2  
Napa, CA 94558

Office: (707) 299-1464  
Direct: (707) 299-1461

Joe Petersen  
Fire Marshal

## MEMORANDUM

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TO: Jason Hade  
Planning, Building and Environmental Services

FROM: Joe Petersen  
Fire Department

DATE: January 6, 2016

SUBJECT: P15-00291

**SITE ADDRESS: 5991 Silverado Trail**

The Napa County Fire Marshal's Office has reviewed the Use Permit application for 5991 Silverado Trail. The Fire Marshal requires the following conditions to be incorporated prior to permit final.

1. Fire department turnarounds should be a minimum of 15 feet away from the building it serves.
2. All fire department access roads and driveways shall comply with the **Napa County Road and Street Standards**. All one-way roads shall have a minimum 10 ft traffic lanes with a standard turnout at the midpoint of each and be connected to a two-way roadway at both ends.
3. Buildings not served by a public water system shall provide water storage and fire flow calculations certified by a State Licensed Civil Engineer, C-16 licensed contractor, or registered engineer indicating compliance with Table B105.2 through Table 105.4 of the Napa County Code Amendments.
4. Hydrants shall be located within 250 feet from any portion of the exterior of the building as measured along approved vehicular access roads.

Please note that the comments noted above are based on a Fire Marshal review only. There may be additional comments or information requested from other County Departments or Divisions reviewing this application submittal package. Should you have any questions of me, contact me at (707)299-1461 or email at [joe.petersen@fire.ca.gov](mailto:joe.petersen@fire.ca.gov).