



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

Planning Commission Mtg.

AUG 15 2017

Agenda Item # 3A

MEMORANDUM

To: Wyntress Balcher, Planning	From: Daniel Basore, Engineering DB
Date: March 1, 2017	Re: P16-00266 Saddleback Cellar Major Modification APN: 031-040-002

The Engineering and Conservation division ('Engineering') has reviewed the use permit application P16-00266 for the Saddleback Cellar Major Modification located on assessor's parcel number 031-040-002. In general the project proposes the following:

"Approval to increase production from 8,000 gallons to 24,000 gallons to add visitation of 100 persons/wk, construct an ADA accessible restroom to existing winery building, increase in employees to 5 full-time and 2 part-time and interior remodel within existing building. A variance to the 300 foot setback for the construction of the ADA accessible restroom."

Based upon the information provided in the application, Engineering finds the application **complete** and recommends the following conditions of approval:

EXISTING CONDITIONS

1. The Existing Parcel is in a designated 100-year FEMA Flood Zone AE.

RECOMMENDED APPROVAL CONDITIONS:

NEW DRIVEWAY/ ACCESS ROAD

1. Any roadway, access driveway, and parking areas, proposed new or reconstructed shall meet the requirements as outlined in the latest edition of the Napa County Road & Street Standards for Commercial development at the time of use permit approval.
2. All roadway improvements shall be completed **prior to execution** of any new entitlements approved under this Use Permit Modification.
3. The Engineering Division and Fire Marshall have determined the proposed emergency vehicle turnout areas proposed in the Road Exception Request dated February 28, 2017 meet the same

overall practical effect as a Fire Truck Turnaround. An Encroachment permit from the Public Works is required prior to the proposed work.

SITE IMPROVEMENTS

4. Grading and drainage improvements shall be constructed according to the current Napa County Road and Street Standards, Chapter 16.28 of the Napa County Code, and Appendix J of the California Building Code.
5. **Prior to issuance of a building permit** the owner shall submit the necessary documents for Erosion Control as determined by the area of disturbance of the proposed development in accordance with the Napa Countywide Stormwater Pollution Prevention program Erosion and Sediment Control Plan Guidance for Applicant and Review Staff dated December 2014.

POST-CONSTRUCTION STORMWATER MANAGEMENT

6. The facility is designated as a discharger that discharges stormwater associated with industrial activity to waters of the United States. Therefore, the facility shall maintain or apply for coverage under the State Water Resources Control Board's Industrial General Permit (IGP), including meeting all applicable provision and protocols of the IGP. If the facility fails to meet the discharge prohibitions of the IGP, Napa County may require the facility to make the necessary improvements to eliminate all exposures to stormwater of the pollutant(s) for which the water body is impaired.

FEMA SPECIAL FLOOD HAZARD AREA REQUIREMENTS:

7. No person shall deposit or remove any material, excavate, construct, install, alter or remove any structure within, upon or across a Special Flood Hazard Area, nor otherwise alter the hydraulic characteristics of a Special Flood Hazard Area **without first obtaining a floodplain permit** pursuant to Chapter 16.04 of the Napa County Code and in conformance with county Code and 44 CFR Section 60.3.

Any changes in use may necessitate additional conditions for approval.

If you have any questions regarding the above items, please contact Daniel Basore from Napa County Planning, Building, and Environmental Services Department, Engineering and Conservation Division, at (707)259-8328 or by email at Daniel.Basore@countyofnapa.org



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David Morrison
Director

MEMORANDUM

To: Wyntriss Balcher, Project Planner

From: Kim Withrow, Environmental Health
Supervisor *KW*

Date: March 27, 2017

Re: Saddleback Cellars
7802 Money Road
Assessor Parcel #031-040-002
File # P16-000266

The application requesting approval to modify an existing use permit by increasing production, adding visitation, increasing number of employees and remodeling the winery among other items as described in application materials has been reviewed. Please include the following conditions if the project is approved:

Prior to building permit issuance:

1. Plans for the proposed alternative 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.

Please be advised-requirements for process wastewater treatment systems in Napa County are being reviewed and may be modified to comply with Regional Water Quality Control Board (RWQCB) minimum standards. The owner will have to comply with process wastewater system requirements in place at the time the application for a building permit is filed and the sewage installation permit is secured.

2. A permit to construct the proposed alternative wastewater 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.
3. 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.

4. 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.

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

5. 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.
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. Within 30 (thirty) days of initiation of the use or change of tenants, an updated Hazardous Materials Business shall be submitted to <http://cers.calepa.ca.gov/> and approved by this Division.
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

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 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, refer the business to this Division for assistance in obtaining the required permit prior to providing any food service.

10. The applicant shall provide portable toilet facilities for guest use during all marketing events as indicated in the septic feasibility report/use permit application. The portable toilet facilities must be pumped by a Napa County permitted pumping company.
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. Discharge of diatomaceous earth/bentonite to the wastewater treatment system is prohibited.
13. 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.



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David Morrison
Director

MEMORANDUM

To: Wyntriss Balcher	From: Kevin Ruybal, Chief Building Official
Date: December 14, 2016	Re: P16-00266-MajMod; P16-00267-VAR Saddleback Cellars Major Modification

Building Inspection Division Planning Use Permit Review Comments

Address: 7802 Money Rd., Napa CA 94558

APN: 031-040-002-000

Project: P16-00266-MajMod; P16-00267-VAR-Saddleback Cellars Major Modification

Owner: Nils Venge

Contact: Nils Venge TR ETAL

Description: Approval to increase production from 8,000 gallons to 24,000 gallons to add visitation of 100 persons/wk, construct an ADA accessible restroom to existing winery building, increase in employees to 5 fulltime and 2 part-time and interior remodel within existing building. A variance to the 300 foot setback for the construction of the ADA accessible restroom is also included in the request. Totally visitation will be 100/week.

Comments: The Building Division is not reviewing this project for compliance with the California Building Standards Codes at this time; the Building Division is reviewing the proposed Planning entitlements only. The Building Division has no issues or concerns with the approval of the Permits P16-00266 MajMod, P16-00267-VAR; it is a Planning entitlement and does not in itself authorize any construction activities. Separate building permits shall be required.

The plans provided for Permit applications P16-00266 MajMod, P16-00267-VAR do not provide enough information in sufficient detail to determine all code requirements. A complete and thorough plan review will be performed at the time an application is made for the required building, plumbing, mechanical, and electrical and any other construction permits required by other Napa County Agencies. The following comments are provided to make the applicant aware of what codes the

applicant will be required to comply with, as well as issues that may need to be addressed prior/during the building permit application and review process.

The review for the proposed office trailer:

1. In accordance with the California Building Code, Chapter 1, Division 1, Section 1.1.9, which states, "only those standards approved by the California Building Standards Commission that are effective at the time of application for a building permit is submitted shall apply to the plans and specifications for, and to the construction under that permit". The codes adopted at this time are 2013 California Building Standards Codes, Title 24, part 2, Building volumes 1 & 2, part 3 Electrical, part 4 Mechanical, part 5 Plumbing, part 6 Energy, part 9 Fire, and part 11 Green Buildings.
2. The site and associated buildings are required to be accessible to persons with disabilities. This includes, but not limited to, a van accessible parking stall, accessible path of travel from the parking stall to all buildings and areas on the site that are available to employees and the public.
3. The office trailer does not appear to meet the required fire separation distance as required per the California Building Code.
4. A compliant, accessible route of travel is required to proposed office trailer.
5. Permanent foundation is required for office trailer.
6. Accessibility may be required as per Chapter 11B of the 2013 California Building Code.

All plans and documents for commercial projects are required by California Law to be prepared and coordinated under the direction of a California Licensed Design Professional, such as an Architect and/or Engineer in accordance with California Business and Professions Code Chapter 3, and the California Building Code, Chapter 1.



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CHIEF BUILDING OFFICIAL
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Department of Public Works

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Main: (707) 253-4351
Fax: (707) 253-4627

Steven Lederer
Director

MEMORANDUM

To: PBES Staff	From: Rick Marshall Deputy Director of Public Works
Date: July 25, 2016	Re: Saddleback Cellars P16-00266

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

A traffic impact study is not needed because of the following characteristics of the project:

- The project takes access from Money Road. This roadway segment is designated a Local Roadway in the Napa County General Plan, and is not expected to reach an unacceptable Level of Service under the buildout of that plan.
- The project as proposed is forecast to generate 17 net new ADT on weekdays; weekend trip generation is estimated at 11 ADT, less than that for weekdays due to the configuration of the project. The project may be considered to have a less-than-significant increase on this route due to these figures and the forecast Level of Service as noted above.

Left-Turn Lane not required. Based on the forecast of traffic to be generated by the proposed project, and the volume of traffic on Money Road, this project will not require the installation of a left-turn lane at the location of the project access driveway.

Encroachment Permit required. The plans indicate a revised driveway connection to Money Road, a County-maintained road. An encroachment permit will be required 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 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
2721 Napa Valley Corporate Drive
Napa, CA 94558

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

Joe Petersen
Fire Marshal

MEMORANDUM

TO: Wynress Balcher Planning Division	DATE: March 28, 2017
FROM: Joe Petersen Fire Department	
SUBJECT: P16-00266 Saddleback Cellars COA	APN: 031-040-002

The Napa County Fire Marshal's Office has reviewed the submittal package for the above proposed project. The Fire Marshal approves as submitted and requires the following conditions to be incorporated as part of permit issuance.

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. Beneficial occupancy will not be granted until all fire department fire and life safety items have been installed, tested and finalized.
3. The permittee and/or designee shall obtain a permit from the Fire Department for any temporary structures/canopies/tents utilized for authorized events.
4. All buildings, facilities, and developments shall be accessible to fire department apparatus by way of approved access roadways and/or driveways. The fire access road shall comply with the requirements of the Napa County Road & Street Standards.

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.