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Major Modification Application Packet

NAPA COUNTY

Planning, Building, and Environmental Services

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Napa County Planning, Building
& Environmental Services



A Tradition of Stewardship
A Commitment to Service

USE PERMIT APPLICATION



A Tradition of Stewardship
A Commitment to Service

file No PI8-00450-MOD

Napa County
Planning, Building, and Environmental Services
1195 Third Street, Suite 210, Napa, California, 94559 phone (707) 253-4417
web www.countyofnapa.org email planning@countyofnapa.org

Use Permit Application

To be completed by Planning staff...

Application Type: MAJOR MODIFICATION

Date Submitted: _____ Resubmittal(s): _____ Date Complete: _____

Request: _____

RECEIVED

DEC 27 2018

Napa County Planning, Building
& Environmental Services

*Application Fee Deposit: \$ _____ Receipt No. _____ Received by: _____ Date: 12/27/18

**Total Fees will be based on actual time and materials*

To be completed by applicant...

Project Name: Shadybrook Winery

Assessor's Parcel No: 052-170-019 Existing Parcel Size: _____ ac.

Site Address/Location: 10 Rapp Lane Napa CA 94558
No. Street City State Zip

Primary Contact: Owner Applicant Representative (attorney, engineer, consulting planner, etc.)

Property Owner: Rapp Ranch Estates LLC

Mailing Address: PO Box 662 Napa CA 94559
No. Street City State Zip

Telephone No (949) 202 - 8406 E-Mail: alkovines@gmail.com

Applicant (if other than property owner): _____

Mailing Address: _____
No. Street City State Zip

Telephone No (____) _____ E-Mail: _____

Representative (if applicable): David B. Gilbreth, Attorney

Mailing Address: 1152 Hardman Avenue Napa CA 94558
No. Street City State Zip

Telephone No (707) 337 - 6412 E-Mail: dbgilbreth@gmail.com

Use Permit Information Sheet

Use

Narrative description of the proposed use (please attach additional sheets as necessary):

The applicant is proposing to increase production from 30,000 gallons per year to 70,000 gallons of wine per year with an increase in full-time employees from 2 to 9, part-time employees from 1 to 2, and visitors from 21 to 50 per day. The applicant proposes no additional parking but a reconfiguration of the existing parking and landscaping. Also proposed is an increase of winery production area in a portion of an existing barn. The winery accommodates the workers and visitors including water usage and wastewater capacity and clearly accommodates the proposal.

What, if any, additional licenses or approvals will be required to allow the use?

District _____ Regional _____

State _____ Federal _____

Improvements

Narrative description of the proposed on-site and off-site improvements (please attach additional sheets as necessary):

See attached Use Permit Modification plans.

Improvements, cont.

Total on-site parking spaces: 25 existing 26 proposed
Loading areas: _____ existing _____ proposed

Fire Resistivity (check one; if not checked, Fire Marshal will assume Type V – non rated):

- Type I FR Type II 1 Hr Type II N (non-rated) Type III 1 Hr Type III N
 Type IV H.T. (Heavy Timber) Type V 1 Hr. Type V (non-rated)
(for reference, please see the latest version of the California Building Code)

Is the project located in an Urban/Wildland Interface area? Yes No

Total land area to be disturbed by project (Include structures, roads, septic areas, landscaping, etc): 0.8 acres

Employment and Hours of Operation

Days of operation: 7 days/wk existing 7 days/wk proposed
Hours of operation: 9am - 5pm existing 9am - 5pm proposed
Anticipated number of employee shifts: _____ existing _____ proposed
Anticipated shift hours: 9am - 5pm existing 9am - 5pm proposed

Maximum Number of on-site employees:

- 10 or fewer 11-24 25 or greater (specify number) _____

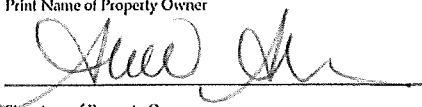
Certification and Indemnification

Applicant certifies that all the information contained in this application, including all information required in the Checklist of Required Application Materials and any supplemental submitted information including, but not limited to, the information sheet, water supply/waste disposal information sheet, site plan, floor plan, building elevations, water supply/waste disposal system site plan and toxic materials list, is complete and accurate to the best of his/her knowledge. Applicant and property owner hereby authorize such investigations including access to County Assessor's Records as are deemed necessary by the County Planning Division for preparation of reports related to this application, *including the right of access to the property involved.*

Pursuant to Chapter 1.30 of the Napa County Code, as part of the application for a discretionary land use project approval for the project identified below, Applicant agrees to defend, indemnify, release and hold harmless Napa County, its agents, officers, attorneys, employees, departments, boards and commissions (hereafter collectively "County") from any claim, action or proceeding (hereafter collectively "proceeding") brought against County, the purpose of which is to attack, set aside, void or annul the discretionary project approval of the County, or an action relating to this project required by any such proceeding to be taken to comply with the California Environmental Quality Act by County, or both. This indemnification shall include, but not be limited to damages awarded against the County, if any, and cost of suit, attorneys' fees, and other liabilities and expenses incurred in connection with such proceeding that relate to this discretionary approval or an action related to this project taken to comply with CEQA whether incurred by the Applicant, the County, and/or the parties initiating or bringing such proceeding. Applicant further agrees to indemnify the County for all of County's costs, attorneys' fees, and damages, which the County incurs in enforcing this indemnification agreement.

Applicant further agrees, as a condition of project approval, to defend, indemnify and hold harmless the County for all costs incurred in additional investigation of or study of, or for supplementing, redrafting, revising, or amending any document (such as an EIR, negative declaration, specific plan, or general plan amendment) if made necessary by said proceeding and if the Applicant desires to pursue securing approvals which are conditioned on the approval of such documents.

In the event any such proceeding is brought, County shall promptly notify the Applicant of the proceeding, and County shall cooperate fully in the defense. If County fails to promptly notify the Applicant of the proceeding, or if County fails to cooperate fully in the defense, the Applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the County. The County shall retain the right to participate in the defense of the proceeding if it bears its own attorneys' fees and costs, and defends the action in good faith. The Applicant shall not be required to pay or perform any settlement unless the settlement is approved by the Applicant.

<u>Alice Alkasser</u> Print Name of Property Owner	 Print Name Signature of Applicant (if different)
<u></u> Signature of Property Owner	<u>12/10/18</u> Date
	<u> </u> Signature of Applicant
	<u> </u> Date

Supplemental Application for Winery Uses

Operations

Please indicate whether the activity or uses below are already legally **EXISTING**, whether they exist and are proposed to be **EXPANDED** as part of this application, whether they are **NEWLY PROPOSED** as part of this application, or whether they are neither existing nor proposed (**NONE**).

Retail Wine Sales	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Tours and Tasting- Open to the Public	<input type="checkbox"/> Existing			
Tours and Tasting- By Appointment	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Tours and Tastings	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Marketing Events*	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Marketing Events	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Will food be prepared...		<input checked="" type="checkbox"/> On-Site?	<input type="checkbox"/> Catered?	
Public display of art or wine-related items	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input checked="" type="checkbox"/> None

* For reference please see definition of "Marketing," at Napa County Code §18.08.370 - <http://library.municode.com/index.aspx?clientId=16513>

Production Capacity *

Please identify the winery's...

Existing production capacity: 30,000 gal/y Per permit No: P06-01095-UP Permit date: 08/16/2016

Current maximum actual production: 24,572 gal/y For what year? 2018

Proposed production capacity: 70,000 gal/y

* For this section, please see "Winery Production Process," at page 11.

Visitation and Hours of Operation

Please identify the winery's...

Maximum daily tours and tastings visitation:	<u>21</u> existing	<u>50</u> proposed
Average daily tours and tastings visitation ¹ :	_____ existing	_____ proposed
Visitation hours (e.g. M-Sa, 10am-4pm):	<u>M-Su, 9am - 5pm</u> existing	<u>M-Su, 9am-5pm</u> proposed
Non-harvest Production hours ² :	<u>M-Su, 9am - 5pm</u> existing	<u>M-Su, 9am - 5pm</u> proposed

¹ Average daily visitation is requested primarily for purposes of environmental review and will not, as a general rule, provide a basis for any condition of approval limiting allowed winery visitation.

² It is assumed that wineries will operate up to 24 hours per day during crush.

Grape Origin

All new wineries and any existing (pre-WDO) winery expanding beyond its winery development area must comply with the 75% rule and complete the attached "Initial Statement of Grape Source". See Napa County Code §18.104.250 (B) & (C).

Marketing Program

Please describe the winery's proposed marketing program. Include event type, maximum attendance, food service details, etc. Differentiate between existing and proposed activities. (Attach additional sheets as necessary.)

The approved events are 8 events per year with 30 visitors and 1 wine auction event per year with 30 visitors. The applicant proposes 6 events per year with 30 visitors, 6 events per year with 50 visitors, and 6 events per year with 100 visitors. Marketing event hours are from 11am to 10pm.

Events with 50 visitors or more will be in house catered. Larger events will be off site catered.

Food Service

Please describe the nature of any proposed food service including type of food, frequency of service, whether prepared on site or not, kitchen equipment, eating facilities, etc. Please differentiate between existing and proposed food service. (Attach additional sheets as necessary.)

Events with 50 people or less will be catered using the existing commercial kitchen. All other events will be catered off site.


Definitions

The below are paraphrased from County Code, please see referenced code sections for full text.

- a. **Winery Development Area** – All aggregate paved or impervious or semi-permeable ground surface areas of the production facility which includes all storage areas (except caves), offices, laboratories, kitchens, tasting rooms and paved parking areas for the exclusive use of winery employees. *See Napa County Code §18.104.210*
- b. **Winery Coverage** – The total square foot area of all winery building footprints, all aggregate paved or impervious ground surface areas of the production facility which includes all outside work, tank and storage areas (except caves); all paved areas including parking and loading areas, walkways, and access driveways to public or private roads or rights-of-way; and all above-ground wastewater and run-off treatment systems. *See Napa County Code §18.104.220*
- c. **Production Facility** – (For the purpose to calculate the maximum allowable accessory use) The total square footage of all winery crushing, fermenting, bottling, bulk and bottle storage, shipping, receiving, laboratory, equipment storage and maintenance facilities, and employee-designated restrooms but does not include wastewater treatment or disposal areas which cannot be used for agricultural purposes. *See Napa County Code §18.104.200*
- d. **Accessory Use** - The total square footage of area within winery structures used for accessory uses related to a winery that are not defined as "production facility" which would include offices, lobbies/waiting rooms, conference/meeting rooms, non-production access hallways, kitchens, tasting rooms (private and public areas), retail space areas, libraries, non-employee designated restrooms, art display areas, or any area within winery structures not directly related to wine production. *See Napa County Code §18.104.200*

Conservation Development and Planning

Winery Production Process



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The Napa County Code contains various references to winery production and refers to production capacity as "the wine bottled or received" at a winery and refers to "bottling and storage of bottled wine and shipping and receiving of bulk and bottled wine" (Code Section 18.16.03(G)(4)).¹

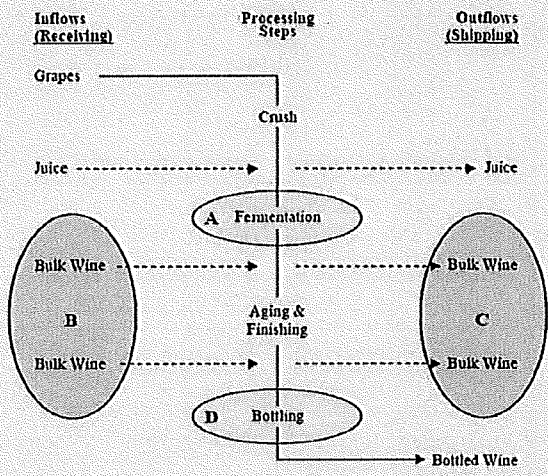
This handout was developed by the County planning staff with the assistance of a number of local industry representatives to assist property owners and other interested parties in interpreting Napa County Code references to winery production. It does not create a new definition or regulation.

A winery's total annual production equals either (1) the sum of all wine created through fermentation in a given year, plus the net total of all fermented bulk wine received and shipped in the same year, including all bottled wine received on the premises during the same year; or (2) the amount of wine bottled on the premises in the same given year, whichever is greater.

Using the diagram on the right, this means the greater of $A + (B - C)$, or D. If B-C is a negative number, total production is equal to either A or D, whichever is greater.

This interpretation holds true for all physical winery facilities regardless of the number of business entities (e.g. Alternating Proprietors/Custom Crush) they accommodate or the date that their production capacity was established or recognized. However, wineries occupying multiple facilities are governed by the specific terms of their use permit or Certificate of Legal Non-conformity (CLN), which may vary.

Quantities represented by items A through D on the diagram can be determined by reviewing a winery's annual submittals to the federal Bureau of Alcohol, Tobacco and Firearms (ATF). The County may periodically request a copy of these submittal(s) as a way to monitor compliance with previously adopted conditions/requirements. The County recognizes that annual variations can occur due to the grape harvest and the timing of finishing/bottling, and will generally review and average three to five consecutive years of data.



```

graph TD
    subgraph Inflows_Receiving
        G[Grapes]
        B((B Bulk Wine))
    end
    subgraph Processing_Steps
        C[Crush]
        A((A Fermentation))
        AF[Aging & Finishing]
        D((D Bottling))
    end
    subgraph Outflows_Shipping
        J[ Juice ]
        C2((C Bulk Wine))
        BW[Bottled Wine]
    end
    G --> C
    B -.-> A
    A --> J
    A --> C2
    A --> AF
    AF --> D
    D --> BW
    
```

Figure 1. Winery Production Process

¹ The complexity of these statements can be attributed to the authors' desire to avoid "double counting" bulk wine that is both received and bottled at a winery, and the fact that multiple vintages are present within a winery at any given time.

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REVISED 06/08/2015

July 2008

Winery Coverage and Accessory/Production Ratio

Winery Development Area. Consistent with the definition at "a.," at page 11 and with the marked-up site plans included in your submittal, please indicate your proposed winery development area. If the facility already exists, please differentiate between existing and proposed.

Existing	<u>13,776</u> sq. ft.	<u>0.32</u> acres
Proposed	<u>16,722</u> sq. ft.	<u>0.38</u> acres

Winery Coverage. Consistent with the definition at "b.," at page 11 and with the marked-up site plans included in your submittal, please indicate your proposed winery coverage (maximum 25% of parcel or 15 acres, whichever is less).

69,128 sq. ft. 1.58 acres 13.9 % of parcel

Production Facility. Consistent with the definition at "c.," at page 11 and the marked-up floor plans included in your submittal, please indicate your proposed *production* square footage. If the facility already exists, please differentiate between existing and proposed.

Existing	<u>8,696</u> sq. ft.	Proposed	<u>11,655</u> sq. ft.
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Accessory Use. Consistent with the definition at "d.," at page 11 and the marked-up floor plans included in your submittal, please indicate your proposed *accessory* square footage. If the facility already exists, please differentiate between existing and proposed. (maximum = 40% of the production facility)

Existing	<u>3,200</u> sq. ft.	<u>36.8</u> % of production facility
Proposed	<u>4,060</u> sq. ft.	<u>34.8</u> % of production facility

Caves and Crushpads

If new or expanded caves are proposed please indicate which of the following best describes the public accessibility of the cave space:

- None – no visitors/tours/events (Class I)
 Guided Tours Only (Class II)
 Public Access (Class III)
- Marketing Events and/or Temporary Events (Class III)

Please identify the winery's...

Cave area	Existing: _____ sq. ft.	Proposed: _____ sq. ft.
Covered crush pad area	Existing: <u>1,803</u> sq. ft.	Proposed: <u>1,803</u> sq. ft.
Uncovered crush pad area	Existing: _____ sq. ft.	Proposed: _____ sq. ft.

Initial Statement of Grape Source

Pursuant to Napa County Zoning Ordinance Sections 12419(b) and (c), I hereby certify that the current application for establishment or expansion of a winery pursuant to the Napa County Winery Definition Ordinance will employ sources of grapes in accordance with the requirements of Section 12419(b) and/or (c) of that Ordinance.

SEE ATTACHMENT



Owner's Signature



Date

Letters of commitment from grape suppliers and supporting documents may be required prior to issuance of any building permits for the project. Recertification of compliance will be required on a periodic basis. Recertification after initiation of the requested wine production may require the submittal of additional information regarding individual grape sources. Proprietary information will not be disclosed to the public.

Vineyard Acreage to Accommodate Increased Production

TOTAL GRAPE PRODUCTION SUMMARY

APN #	Owner Reference Name	Variety	Acres	Tons Per Acre	Total Tons per Varietal	Total Tons Per Acre	Total Acres per Parcel
052-170-019-000	Shadybrook Winery	Cab Sauv	6.96	4	27.84	27.84	6.96
052-170-018-000	Rapp Equestrian Center	Cab Sauv	5.36	4	21.44	21.44	5.36
018-140-037-000	Pope Valley	Cabernet Sauvignon North	32.99	5	164.95	346.38	64.38
		Petit Verdot North	2.89	5	14.45		
		Cab Franc North	6.16	5	30.8		
		Sauv Blanc North	4.41	8	35.28		
		Cabernet Sauvignon South	13.44	5	67.2		
		Semillon South	1.02	7	7.14		
		Sangiovese South	2.27	8	18.16		
052-380-031-000	Alkossler Residence	Semillon Perimeter	1.2	7	8.4		
052-380-032-000	AlkoVines South	Cab Sauv	4.22	4	16.88	19.94	4.95
		Malbec	0.45	4	1.8		
		Petit Verdot	0.28	4.5	1.26		
052-380-032-000	AlkoVines South	Cab Sauv	1.6	4	6.4	16.36	4.09
		Merlot	1.54	4	6.16		
		Cab Franc	0.95	4	3.8		
Grand Total					431.96		85.74

Total Gallons of Wine = 66,954

Water Supply/ Waste Disposal Information Sheet

Water Supply

Please attach completed Phase I Analysis sheet.

	Domestic	Emergency
Proposed source of water (e.g., spring, well, mutual water company, city, district, etc.):	<u>Well, MST pipeline</u>	<u>Well</u>
Name of proposed water supplier (If water company, city, district):	<u>Napa San (Irrigation)</u>	
Is annexation needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Current water use: (Well)	<u>3,050</u> gallons per day (gal/d)	
Current water source:	<u>Well</u>	<u>Well</u>
Anticipated future water demand: (Well)	<u>2,150</u> gal/d	_____ gal/d
Water availability (in gallons/minute):	<u>20</u> gal/m	<u>500</u> gal/m
Capacity of water storage system:	<u>10,000</u> gal	<u>20,000</u> gal
Type of emergency water storage facility if applicable (e.g., tank, reservoir, swimming pool, etc.):	<u>Tank</u>	

Liquid Waste

Please attach Septic Feasibility Report

	Domestic	Other
Type of waste:	<u>sewage</u>	<u>process</u>
Disposal method (e.g., on-site septic system, on-site ponds, community system, district, etc.):	<u>On-site septic system</u>	<u>On-site</u>
Name of disposal agency (If sewage district, city, community system):	<u>Shadybrook Estate</u>	
Is annexation needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Current waste flows (peak flow):	<u>294</u> gal/d	<u>1,000</u> gal/d
Anticipated future waste flows (peak flow):	<u>600</u> gal/d	<u>1,750</u> gal/d
Future waste disposal design capacity:	<u>600</u> gal/d	_____ gal/d

Solid Waste and Recycling Storage and Disposal

Please include location and size of solid waste and recycling storage area on site plans in accordance with the guidelines available at www.countyofnapa.org/dem.

Hazardous and/or Toxic Materials

If your facility generates hazardous waste or stores hazardous materials above threshold planning quantities (55 gallons liquid, 500 pounds solid or 200 cubic feet of compressed gas) then a hazardous materials business plan and/or a hazardous waste generator permit will be required.

Grading Spoils Disposal

Where will grading spoils be disposed of?

(e.g. on-site, landfill, etc. If off-site, please indicate where off-site): On Site

Winery Traffic Information / Trip Generation Sheet

Traffic during a Typical Weekday

Number of FT employees: <u>9</u> x 3.05 one-way trips per employee	=	<u>27.45</u> daily trips.
Number of PT employees: <u>2</u> x 1.90 one-way trips per employee	=	<u>3.80</u> daily trips.
Average number of weekday visitors: <u>30</u> / 2.6 visitors per vehicle x 2 one-way trips	=	<u>23.08</u> daily trips.
Gallons of production: <u>70,000</u> / 1,000 x .009 truck trips daily ³ x 2 one-way trips	=	<u>1.26</u> daily trips.
Total	=	<u>55.59</u> daily trips.
Number of total weekday trips x .38	=	<u>21.12</u> PM peak trips.

Traffic during a Typical Saturday

Number of FT employees (on Saturdays): <u>9</u> x 3.05 one-way trips per employee	=	<u>27.45</u> daily trips.
Number of PT employees (on Saturdays): <u>2</u> x 1.90 one-way trips per employee	=	<u>3.80</u> daily trips.
Average number of weekend visitors: <u>50</u> / 2.8 visitors per vehicle x 2 one-way trips	=	<u>35.71</u> daily trips.
Total	=	<u>66.96</u> daily trips.
Number of total Saturday trips x .57	=	<u>38.17</u> PM peak trips.

Traffic during a Crush Saturday

Number of FT employees (during crush): <u>9</u> x 3.05 one-way trips per employee	=	<u>27.45</u> daily trips.
Number of PT employees (during crush): <u>2</u> x 1.90 one-way trips per employee	=	<u>3.80</u> daily trips.
Average number of weekend visitors: <u>50</u> / 2.8 visitors per vehicle x 2 one-way trips	=	<u>35.71</u> daily trips.
Gallons of production: <u>70,000</u> / 1,000 x .009 truck trips daily x 2 one-way trips	=	<u>1.26</u> daily trips.
Avg. annual tons of grape on-haul: <u>466.6</u> x .11 truck trips daily ⁴ x 2 one-way trips	=	<u>5.18</u> daily trips.
466.6 tons/4 tons per trip/45 crush days*2 one-way trips Total	=	<u>73.4</u> daily trips.
Number of total Saturday trips x .57	=	<u>41.8</u> PM peak trips.

Largest Marketing Event- Additional Traffic

Number of event staff (largest event): <u>4</u> x 2 one-way trips per staff person	=	<u>8</u> trips.
Number of visitors (largest event): <u>100</u> / 2.8 visitors per vehicle x 2 one-way trips	=	<u>71.43</u> trips.
Number of special event truck trips (largest event): <u>2</u> x 2 one-way trips	=	<u>4</u> trips.

³ Assumes 1.47 materials & supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year (see *Traffic Information Sheet Addendum* for reference).

⁴ Assumes 4 tons per trip / 36 crush days per year (see *Traffic Information Sheet Addendum* for reference).

Traffic Information Sheet Addendum

Information for Caltrans Review

Application should include:

Project Location

- Site Plan showing all driveway location(s)
- Show detail of Caltrans right-of-way
- Aerial photo at a readable scale

Trip Generation Estimate

- Please provide separate **Winery Traffic Information / Trip Generation Sheets** for existing and proposed operations.

Napa County Winery Traffic Generation Characteristics

Employees

Half-hour lunch: All - 2 trips/day (1 during weekday PM peak)
Hour lunch: Permanent Full-Time - 3.2 trips/day (1 during weekday PM peak)
Permanent Part-Time - 2 trips/day (1 during weekday PM peak)
Seasonal: 2 trips/day (0 during weekday PM peak)—crush
see full time above—bottling
Auto Occupancy: 1.05 employees/auto

Visitors

Auto occupancy:
Weekday = 2.6 visitors/auto
Weekend = 2.8 visitors/auto

Peaking Factors:

Peak Month: 1.65 x average month
Average Weekend: 0.22 x average month
Average Saturday: 0.53 x average weekend
Peak Saturday: 1.65 x average Saturday
Average Sunday: 0.8 x average Saturday
Peak Sunday: 2.0 x average Sunday

Peak Weekend Hour: Winery (3-4 PM) - 0.57 x total for weekend day involved

Average 5-Day Week (Monday-Friday) - 1.3 x average weekend

Average Weekday: 0.2 x average 5-day week

Peak Weekday Hour: Winery (3-4 PM) - 0.57 x total for weekday involved
Roadway PM Peak(4-5 PM?) - 0.38 x total for weekday involved

Service Vehicles

Grapes (36 days (6weeks)/season): 1.52 trips/1000 gals/season (4 ton loads assumed)
Materials/Supplies (250 days/yr): 1.47 trips/1000 gals/yr
Case Goods (250 days/yr): 0.8 trips/1000 gal/yr



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Planning, Building & Environmental Services - David Morrison, Director
1195 Third Street, Napa, CA 94559 - (707) 253-4417 - www.countyofnapa.org

Project name & APN: 052-170-019
 Project number if known: 4118019.0
 Contact person: David Gilbreth
 Contact email & phone number: (707) 337-6412
 Today's date: December 21, 2018

Voluntary Best Management Practices Checklist for Development Projects

Napa County General Plan Policy CON-65 (e) and Policy CON-67 (d) requires the consideration of Greenhouse Gas (GHG) emissions in the review of discretionary projects and to promote and encourage "green building" design. The below Best Management Practices (BMPs) reduce GHG emissions through energy and water conservation, waste reduction, efficient transportation, and land conservation. The voluntary checklist included here should be consulted early in the project and be considered for inclusion in new development. It is not intended, and likely not possible for all projects to adhere to all of the BMPs. Rather, these BMPs provide a portfolio of options from which a project could choose, taking into consideration cost, co-benefits, schedule, and project specific requirements. Please check the box for all BMPs that your project proposes to include and include a separate narrative if your project has special circumstances.

Practices with Measurable GHG Reduction Potential

The following measures reduce GHG emissions and if needed can be calculated. They are placed in descending order based on the amount of emission reduction potential.

Already Doing	Plan To Do	ID #	BMP Name
<input type="checkbox"/>	<input type="checkbox"/>		BMP-1 Generation of on-site renewable energy <i>If a project team designs with alternative energy in mind at the conceptual stage it can be integrated into the design. For instance, the roof can be oriented, sized, and engineered to accommodate photovoltaic (PV) panels. If you intend to do this BMP, please indicate the location of the proposed PV panels on the building elevations or the location of the ground mounted PV array on the site plan. Please indicate the total annual energy demand and the total annual kilowatt hours produced or purchased and the potential percentage reduction of electrical consumption. Please contact staff or refer to the handout to calculate how much electrical energy your project may need.</i>
<hr/> <hr/> <hr/> <hr/>			
<input type="checkbox"/>	<input type="checkbox"/>		BMP-2 Preservation of developable open space in a conservation easement <i>Please indicate the amount and location of developable land (i.e.: under 30% slope and not in creek setbacks or environmentally sensitive areas for vineyards) conserved in a permanent easement to prohibit future development.</i>
<hr/> <hr/>			

Already Plan
Doing To Do

- BMP-3 Habitat restoration or new vegetation (e.g. planting of additional trees over 1/2 acre)**
Napa County is famous for its land stewardship and preservation. Restoring areas within the creek setback reduces erosion potential while planting areas that are currently hardscape (such as doing a bio-retention swale rather than underground storm drains) reduces storm water and helps the groundwater recharge. Planting trees can also increase the annual uptake of CO₂e and add the County's carbon stock.
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- BMP-4 Alternative fuel and electrical vehicles in fleet**
The magnitude of GHG reductions achieved through implementation of this measure varies depending on the analysis year, equipment, and fuel type replaced.
- Number of total vehicles _____
Typical annual fuel consumption or VMT _____
Number of alternative fuel vehicles _____
Type of fuel/vehicle(s) _____
Potential annual fuel or VMT savings _____

- BMP-5 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 2**
The California Building Code update effective January 1, 2011 has new mandatory green building measures for all new construction and has been labeled CALGREEN. CALGREEN provides two voluntary higher levels labeled CALGREEN Tier I and CALGREEN Tier II. Each tier adds a further set of green building measures that go above and beyond the mandatory measures of the Code. In both tiers, buildings will use less energy than the current Title 24 California Energy Code. Tier I buildings achieve at least a 15% improvement and Tier 2 buildings are to achieve a 30% improvement. Both tiers require additional non-energy prerequisites, as well as a certain number of elective measures in each green building category (energy efficiency, water efficiency, resource conservation, indoor air quality and community).
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- BMP-6 Vehicle Miles Traveled (VMT) reduction plan**
Selecting this BMP states that the business operations intend to implement a VMT reduction plan reducing annual VMTs by at least 15%.

Tick box(es) for what your Transportation Demand Management Plan will/does include:

- employee incentives
 employee carpool or vanpool
 priority parking for efficient transportation (hybrid vehicles, carpools, etc.)
 bike riding incentives
 bus transportation for large marketing events
 Other:

Events over 30 people will require group transportation

Estimated annual VMT _____

Potential annual VMT saved _____

% Change _____

Already Plan
Doing To Do

- BMP-7 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 1**
See description below under BMP-5.
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- BMP-8 Solar hot water heating**
Solar water heating systems include storage tanks and solar collectors. There are two types of solar water heating systems: active, which have circulating pumps and controls, and passive, which don't. Both of them would still require additional heating to bring them to the temperature necessary for domestic purposes. They are commonly used to heat swimming pools.
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- BMP-9 Energy conserving lighting**
Lighting is approximately 25% of typical electrical consumption. This BMP recommends installing or replacing existing light bulbs with energy-efficient compact fluorescent (CF) bulbs or Light Emitting Diode (LED) for your most-used lights. Although they cost more initially, they save money in the long run by using only 1/4 the energy of an ordinary incandescent bulb and lasting 8-12 times longer. Typical payback from the initial purchase is about 18 months.
LED lighting throughout property, low voltage landscape lighting and timers.
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-

- BMP-10 Energy Star Roof/Living Roof/Cool Roof**
Most roofs are dark-colored. In the heat of the full sun, the surface of a black roof can reach temperatures of 158 to 194 °F. Cool roofs, on the other hand, offer both immediate and long-term benefits including reduced building heat-gain and savings of up to 15% the annual air-conditioning energy use of a single-story building. A cool roof and a green roof are different in that the green roof provides living material to act as a both heat sink and thermal mass on the roof which provides both winter warming and summer cooling. A green (living) roof also reduces storm water runoff.
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-

Insulated roof

- BMP-11 Bicycle Incentives**
Napa County Zoning Ordinance requires 1 bicycle rack per 20 parking spaces (§18.110.040). Incentives that go beyond this requirement can include on-site lockers for employees, showers, and for visitor's items such as directional signs and information on biking in Napa. Be creative!
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-

- BMP-12 Bicycle route improvements**
Refer to the Napa County Bicycle Plan (NCPTA, December 2011) and note on the site plan the nearest bike routes. Please note proximity, access, and connection to existing and proposed bike lanes (Class I: Completely separated right-of-way; Class II: Striped bike lane; Class III: Signed Bike Routes). Indicate bike accessibility to project and any proposed improvements as part of the project on the site plan or describe below.
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-

Already Doing Plan To Do

BMP-13 Connection to recycled water

Recycled water has been further treated and disinfected to provide a non-potable (non-drinking water) water supply. Using recycled water for irrigation in place of potable or groundwater helps conserve water resources.

Connected to MST pipeline

BMP-14 Install Water Efficient fixtures

WaterSense, a partnership program by the U.S. Environmental Protection Agency administers the review of products and services that have earned the WaterSense label. Products have been certified to be at least 20 percent more efficient without sacrificing performance. By checking this box you intend to install water efficient fixtures or fixtures that conserve water by 20%.

BMP-15 Low-impact development (LID)

LID is an approach to land development (or re-development) that works with nature to manage storm water as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat storm water as a resource rather than a waste product. There are many practices that have been used to adhere to these principles such as bioretention facilities, rain gardens, vegetated rooftops, rain barrels, and permeable pavements. By implementing LID principles and practices, water can be managed in a way that reduces the impact of built areas and promotes the natural movement of water within an ecosystem or watershed. Please indicate on the site or landscape plan how your project is designed in this way.

BMP-16 Water efficient landscape

If your project is a residential development proposing in excess of 5,000 sq. ft. or a commercial development proposing in excess of 2,500 sq. ft. The project will be required to comply with the Water Efficient Landscape Ordinance (WELO).

Please check the box if you will be complying with WELO or if your project is smaller than the minimum requirement and you are still proposing drought tolerant, zeroscape, native plantings, zoned irrigation or other water efficient landscape.

Mulch and drip irrigation used

BMP-17 Recycle 75% of all waste

Did you know that the County of Napa will provide recycling collectors for the interior of your business at no additional charge? With single stream recycling it is really easy and convenient to meet this goal. To qualify for this BMP, your business will have to be aggressive, proactive and purchase with this goal in mind.

Already Plan
Doing To Do

BMP-18 Compost 75% food and garden material

The Napa County food composting program is for any business large or small that generates food scraps and compostable, including restaurants, hotels, wineries, assisted living facilities, grocery stores, schools, manufacturers, cafeterias, coffee shops, etc. All food scraps (including meat & dairy) as well as soiled paper and other compostable - see <http://www.naparecycling.com/foodcomposting> for more details.

BMP-19 Implement a sustainable purchasing and shipping programs

Environmentally Preferable Purchasing (EPP) or Sustainable Purchasing refers to the procurement of products and services that have a reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. By selecting this BMP, you agree to have an EPP on file for your employees to abide by.

BMP-20 Planting of shade trees within 40 feet of the south side of the building elevation

Well-placed trees can help keep your building cool in summer. If you choose a deciduous tree after the leaves drop in autumn, sunlight will warm your building through south and west-facing windows during the colder months. Well-designed landscaping can reduce cooling costs by 20%. Trees deliver more than energy and cost savings; they are important carbon sinks. Select varieties that require minimal care and water, and can withstand local weather extremes. Fruit or nut trees that produce in your area are great choices, providing you with local food as well as shade. Please use the site or landscape plan to indicate where trees are proposed and which species you are using.

BMP-21 Electrical Vehicle Charging Station(s)

As plug-in hybrid electric vehicles (EV) and battery electric vehicle ownership is expanding, there is a growing need for widely distributed accessible charging stations. Please indicate on the site plan where the station will be.

BMP-22 Public Transit Accessibility

Refer to <http://www.ridethevine.com/vine> and indicate on the site plan the closest bus stop/route. Please indicate if the site is accessed by transit or by a local shuttle. Provide an explanation of any incentives for visitors and employees to use public transit. Incentives can include bus passes, informational hand outs, construction of a bus shelter, transportation from bus stop, etc.

Already Plan
Doing To Do

BMP-23

Site Design that is oriented and designed to optimize conditions for natural heating, cooling, and day lighting of interior spaces, and to maximize winter sun exposure; such as a cave.
The amount of energy a cave saves is dependent on the type of soil, the microclimate, and the user's request for temperature control. Inherently a cave or a building burned into the ground saves energy because the ground is a consistent temperature and it reduces the amount of heating and cooling required. On the same concept, a building that is oriented to have southern exposure for winter warmth and shading for summer cooling with an east-west cross breeze will naturally heat, cool, and ventilate the structure without using energy. Please check this box if your design includes a cave or exceptional site design that takes into consideration the natural topography and sitting. Be prepared to explain your approach and estimated energy savings.

BMP-24 Limit the amount of grading and tree removal

Limiting the amount of earth disturbance reduces the amount of CO2 released from the soil and mechanical equipment. This BMP is for a project design that either proposes a project within an already disturbed area proposing development that follows the natural contours of the land, and that doesn't require substantial grading or tree removal.

Improvements use previously developed areas.

BMP-25 Will this project be designed and built so that it could qualify for LEED?

BMP-25 (a)

LEED™ Silver (check box BMP-25 and this one)

BMP-25 (b)

LEED™ Gold (check box BMP-25, BMP-25 (a), and this box)

BMP-25 (c)

LEED™ Platinum (check all 4 boxes)

Practices with Un-Measured GHG Reduction Potential

BMP-26 Are you, or do you intend to become a Certified Green Business or certified as a "Napa Green Winery"?

As part of the Bay Area Green Business Program, the Napa County Green Business Program is a free, voluntary program that allows businesses to demonstrate the care for the environment by going above and beyond business as usual and implementing environmentally friendly business practices. For more information check out the Napa County Green Business and Winery Program at www.countyofnapa.org.

BMP-27 Are you, or do you intend to become a Certified "Napa Green Land"?

Napa Green Land, fish friendly farming, is a voluntary, comprehensive, "best practices" program for vineyards. Napa Valley vintners and growers develop farm-specific plans tailored to protect and enhance the ecological quality of the region, or create production facility programs that reduce energy and water use, waste and pollution. By selecting this measure either you are certified or you are in the process of certification.

Already Plan
Doing To Do

BMP-28 Use of recycled materials

There are a lot of materials in the market that are made from recycled content. By ticking this box, you are committing to use post-consumer products in your construction and your ongoing operations.

Recycled plastic is used in benches

BMP-29 Local food production

There are many intrinsic benefits of locally grown food, for instance reducing the transportation emissions, employing full time farm workers, and improving local access to fresh fruits and vegetables.

All food service items are locally sourced

BMP-30 Education to staff and visitors on sustainable practices

This BMP can be performed in many ways. One way is to simply put up signs reminding employees to do simple things such as keeping the thermostat at a consistent temperature or turning the lights off after you leave a room. If the project proposes alternative energy or sustainable winegrowing, this BMP could include explaining those business practices to staff and visitors.

BMP-31 Use 70-80% cover crop

Cover crops reduce erosion and the amount of tilling which is required, which releases carbon into the environment.

BMP-32 Retain biomass removed via pruning and thinning by chipping the material and reusing it rather than burning on-site

By selecting this BMP, you agree not to burn the material pruned on site.

BMP-33 Are you participating in any of the above BMPS at a 'Parent' or outside location?

BMP-34 Are you doing anything that deserves acknowledgement that isn't listed above?

Comments and Suggestions on this form?

Sources:

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2. *California Air Pollution Control Officers Associate (CAPCOA). January 2008. CEQA and Climate Change*
3. *Napa County General Plan, June 2008.*
4. *California Office of the Attorney General. 2010. Addressing Climate Change at the Project Level available at http://ag.ca.gov/global_warming/pdf/GW_mitigation_measures.pdf*
5. *U.S. Green Building Council (2009). LEED 2009 for New Construction and Major Renovations Rating System. Washington, DC: United States Green Building Council, Inc.*
6. *California Energy Commission (2008). Title 24, Part 6, of the California Code of Regulations: California's Energy Efficiency Standards for Residential and Nonresidential Buildings. Sacramento, CA: California Energy Commission.*
7. *U.S. Department of Energy (2010). Cool roof fact sheet.*
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