



A Tradition of Stewardship
A Commitment to Service

Planning, Building and Environmental Services

1195 Third Street, Suite 210
Napa, CA 94559
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David Morrison
Director

MEMORADUM

To: Planning Commission	From: Trevor Hawkes, Planner III
Date: July 15, 2020	Re: Napa Wildlife Rescue Use Permit Application #P19-00495 Final Agency Approval Memos Assessor Parcel #047-202-005 & -006

Prior to this public hearing Staff became aware that the final agency approval memos had inadvertently not been attached the project's Conditions of Approval (Attachment B). Staff is providing those memos in the following attachment (Attachment I), and has provided them to the project applicant prior to this hearing. Final agency approval memos had also been provided to the applicant prior to approval of the project application.



Final Agency Approval Memos
Napa Wildlife Rescue
P19-00495-UP



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MEMORANDUM

To: Trevor Hawkes, Planning	From: Daniel Hornett, Engineering
Date: May 13, 2020	Re: P19-00495 Napa Wildlife Rescue APN: 047-202-005, -006

The Engineering Division has reviewed the use permit application P19-00495 for the Napa Wildlife Rescue located on assessor’s parcel number(s) 047-202-005, -006. Based upon the information provided in the application, Engineering finds the application **complete** and recommends the following conditions of approval:

RECOMMENDED APPROVAL CONDITIONS:

OPERATIONAL CHARACTERISTICS

1. The facility must implement source control and best management practices at all times to avoid animal waste from entering the stormwater system.

PREREQUISITES FOR ISSUANCE OF PERMITS

2. 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.
3. Prior to issuance of a building permit the owner shall prepare a Project Guidance for Stormwater Quality Compliance form and, if required by the quantity of new and replaced impervious surface area, a Stormwater Control Plan (SCP) in accordance with the latest edition of the BASMAA Post-Construction Manual for review and approval by the Engineering Division in PBES.
4. All on site civil improvements including but not limited to the excavation, fill, general grading, drainage, curb, gutter, surface drainage, storm drainage, parking and drive isles, shall be constructed according to plans prepared by a registered civil engineer, which will be reviewed and approved by the Engineering Division of the Napa County Planning, Building, and Environmental Services Department (PBES) **prior to the commencement** of any on site land preparation or construction. Plans shall be wet signed and submitted with the building and/or grading permit documents at the time of permit application. A plan check fee will apply.

5. 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.

PREREQUISITES FOR TEMPORARY CERTIFICATE OF OCCUPANCY

6. All roadway improvements shall be completed **prior to execution** of any new entitlements approved under this Use Permit. **** If no temporary occupancy is requested, then this becomes a requirement prior to final occupancy.**

PREREQUISITES FOR FINAL CERTIFICATION OF OCCUPANCY

7. Site shall be completely stabilized to the satisfaction of the County Engineer prior to Final Occupancy.

Any changes in use may necessitate additional conditions for approval.

If you have any questions regarding the above items, please contact Daniel Hornett from Napa County Planning, Building, and Environmental Services Department, Engineering Division, at (707)299-1358 or by email at Daniel.Hornett@countyofnapa.org



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David Morrison
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MEMORANDUM

To: Trevor Hawkes, Project Planner	From: Kim Withrow, Environmental Health Supervisor
Date: May 11, 2020	Re: Napa Wildlife Rescue APN 047-202-005 File #P19-00495

Environmental Health staff has reviewed an application requesting approval to convert an existing residence to a wildlife rescue center as described and depicted in application materials. This Division has no objection to approval of the application with the following conditions of approval:

Prior to building permit issuance:

1. If necessary a permit to connect new sewer line to the existing sanitary wastewater treatment system must be secured from this Division prior to approval of a building clearance (or issuance of a building permit) for any new buildings constructed or brought to the site with water and waste plumbing.

Upon final occupancy and thereafter:

2. 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.

Additionally, any medical waste generated on site must comply with the Medical Waste Management Act of the California Health and Safety Code Sections 11760-118360.

3. 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.

4. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
5. 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 designated area shall remain available and be properly maintained for its intended use.
6. 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

To: Trevor Hawkes, Project Planner	From: Stacie Gutierrez, Plans and Permit Supervisor
Date: February 10, 2020	Re: Napa Wildlife Rescue Reserve P19-00495

Building Inspection Division; Planning Use Permit Review Comments

APN: 047-202-005 & 047-202-006
Project: Napa Wildlife Rescue Reserve

Description: Use Permit approval for a Wildlife Rescue Center and accessory uses residing in existing structures on a 2.1 acre parcel in an AW district.

Comments: The Building Division is not reviewing this project for compliance with the California Building Standards 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 Use Permit P19-00495; it is a Planning entitlement and does not in itself authorize any construction activities. Separate building permits shall be required.

The plans provided for the Use Permit application P19-00495 do not provide enough information in sufficient detail to determine all code building code requirements. A complete and thorough plan review will be performed at the time of application is made for the required building, plumbing, mechanical, 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.

1. Building permits will be required to be pulled for structures and improvements proposed in the Use Permit. This includes changing the occupancy of the house to a commercial use, and for the trailers that will be temporarily placed on the property while the renovations are taking place. All permits are valid 365 days from issuance of the permit. Please see the Building Departments website for more information on submittal requirements.

2. 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 the 2019 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.
3. All commercial plans are required to be drawn by a licensed professional and they will need to be stamped and signed by the professional on record. Please keep this in mind for your submittal for the building permits.
4. Consult with your design professional to ensure at the time of Building Permit submittal that you have provided that proper separation from any mixed occupancies. Have your design professional provide a code analysis with use and occupancy designated and an exit plan at the time of permit application.
5. Consult with your design professional to design an Accessibility Plan. 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, restrooms, and areas on the site that are available to employees and the public. This plan will be reviewed during the plan review for your building permit.
6. Consult with your design professional to have a proper egress and exiting plan showing all occupancy types, occupant loads, and travel distances. Show Path of travel. An identifiable accessible route within an existing site, building or facility by means of which a particular area may be approached, entered and exited, and which connects a particular area with an exterior approach (including sidewalks, streets and parking areas), an entrance to the facility, and other parts of the facility. When alterations, structural repairs or additions are made to existing buildings or facilities, the term "path of travel" also includes the toilet and bathing facilities, telephones, drinking fountains and signs serving the area of work. This plan will be reviewed during the plan review for your building permit.
7. During plan review, occupant loads will determine occupancy types, exiting requirements, and restroom facilities. Consult with your design professional to make sure they are accounted for during the design phase.
8. Any existing structures and/or buildings on the property that will be demolished require a separate demolition permit issued by The Napa County Building Division prior to demolition. The applicant will be required to provide a J number form Bay Area Air Quality Management District at the time of application for the permit.

Issues with the compliance with the California Building Code, Title 24, will be addressed during the building permit application, review and approval process. If there are any questions, please have the applicant give me a call at (707) 299-1337.

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 the California Business and Professions Code Chapter 3, and the California Building Code, Chapter 1.

Stacie Gutierrez
Plans and Permit Supervisor
County of Napa Building Department
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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) 299-1466

Adam Mone
Fire Plans Examiner

MEMORANDUM

TO: Planning	DATE: 1/28/2020
FROM: Adam Mone, Plans Examiner	
SUBJECT: P19-00495-U; Napa Wildlife Rescue Reserve	APN: 047-202-005-000

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.
5. Access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities. Provide an engineered analysis of the proposed roadway noting its ability to support apparatus weighing 75,000 lbs.
6. Provide fire department access roads to within 150 feet of any exterior portion of the buildings as measured by an approved route around the exterior of the building or facility.



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Adam Mone
Fire Plans Examiner

MEMORANDUM

7. Gates for driveways and/or roadways shall comply with the California Fire Code, section 503.5 and the Napa County Road & Street Standards and CA Fire Safe Regulations for projects within SRA.
8. Commercial - Water storage (for buildings not served by a public water system) and fire flow calculations shall be provided by a Certified State Licensed Civil Engineer, C-16 licensed contractor, or registered engineer indicating compliance with California Fire Code Appendix B and the Napa County Municipal Code.
9. All buildings shall comply with California Fire Code, Chapter 10 Means of Egress requirements. Including but not limited to; exit signs, exit doors, exit hardware and exit illumination.
10. Provide 100 feet of defensible space around all structures.
11. Provide 10 feet of defensible space fire hazard reduction on both sides of all roadways of the facility.

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. Napa County Fire Marshal's Office Development Guidelines can be found @ www.countyofnapa.org/firemarshal. Should you have any questions of me, contact me at (707)299-1466 or email at adam.mone@countyofnapa.org