

PUBLIC WORKS DEPARTMENT INTER-OFFICE MEMO



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DATE: October 20th, 2008

TO: Conservation Development and Planning Department

FROM: Drew Lander, Assistant Engineer

SUBJECT: Materra Winery, APN 036-160-003, #P08-00428

The applicant proposes to demolish the existing structures located on the property and construct a new 50,000 gal/yr winery processing facility totaling 17,115sq feet including 15,371sq feet of proposed production facility and 5094 sq ft of office and tasting room facilities. Application proposes 3 full time employees and 3 part time employees. The existing driveways will be demolished and new access and parking areas will contain 27 parking stalls and truck loading area. All construction is proposed to be located outside of designated flood hazard areas.

EXISTING CONDITIONS:

1. Napa County Parcel 036-160-003 is located on the East side of Big Ranch Road and South of Oak Knoll Avenue (East) and East of the intersection of Oak Knoll Avenue (West) and Big Ranch.
2. Site contains two residential structures and two existing accessory structures.
3. Driveway currently exists with two existing connections on Big Ranch Road.
4. Project frontage exists along Big Ranch Road and Oak Knoll Avenue (East).
5. Parcel contains FEMA floodway, 100 yr flood hazard area as well as 500 year flood hazard area.
6. Traffic counts are 3818 ADT taken South of Oak Knoll Avenue (West) in 2006.
7. There are two existing wells serving this parcel.

RECOMMENDED CONDITIONS:

GROUNDWATER

1. We have reviewed the phase one, water availability analysis for the proposed project. The 50.00 acre parcel is located in the "valley floor" area, with an extraction threshold of 1.0 AF/Acre, resulting in a total parcel threshold of 50.00 AF/Year. The estimated water demand of 38.78 AF/Year is below the established threshold for the property. Therefore, the projected water use for this project should not have a significant impact on static water levels of neighboring wells. No further analysis is necessary.

DRIVEWAY

2. All driveway access to the public right of way must conform to the latest edition of the Napa County Road and Street Standards (Page 54, Detail P-4)
3. The applicant must obtain an encroachment permit for any work performed within the Napa County Right-of-Way.
4. The new proposed driveway connections on Big Ranch Road shall be located either directly across from Oak Knoll Avenue (East) or a minimum of 200ft from the same intersection to the South on Big Ranch Avenue.
5. The proposed average daily traffic of 31 vehicles per day does not require a left hand turn lane as determined by the Napa County left-turn warrant chart (Napa County Road and Street Standards 16-A).

PARKING

6. Any additional parking proposed by the applicant 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 5 inches of Class II Aggregate. (County Road and Street Standards, Page 27, Section 19).
7. Parking lot details shall conform to the requirements of the latest edition of the Napa County Road and Street Standards.

SITE IMPROVEMENTS

8. 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 this office prior to the commencement of any on site land preparation or construction. Plans shall be submitted with the building permit documents at the time of building permit application. A plan check fee will apply.
9. All site improvements must conform to the latest addition of the Napa County Road and Street Standards.
10. Proposed drainage for the development shall be shown on the improvement plans and shall avoid the diversion or concentration of stormwater runoff onto adjacent properties. Plan shall also include a hydraulic analysis for the drainage improvements indicating the path and changes of runoff.

OTHER RECOMMENDATIONS

11. 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 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

12. 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. Best Management Practices shall also be implemented to minimize dust at all times.
13. 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.

POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS

14. Project must conform and incorporate all appropriate site design Best Management Practices as required by the Napa County manual for *Post-Construction Runoff Management Requirements* which is available at the Public Works office.

15. 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.
16. The application shall incorporate Site Design, Source Control and Treatment control Best Management Practices to comply with County and State water quality standards.
17. Prior to final occupancy the property owner must legally record an "implementation and maintenance agreement" approved by the Public Works department to ensure all post-construction structures on the property remain functional and operational for the indefinite duration of the project.
18. 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.
19. 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.
20. Post-development runoff volume shall not exceed pre-development runoff volume for the 2-year, 24-hour storm event. Post-development runoff volume shall be determined by the same method used to determine pre-development conditions. If post-development runoff volume exceeds pre-development runoff volume after the site design BMPs are incorporated into the project's overall design, a structural BMP (e.g. bio-retention unit) may be used to capture and infiltrate the excess volume.
21. 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.
22. 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.

Any changes in use may necessitate additional conditions for approval.

If you have any questions regarding the above items please contact Drew Lander or Erich Kroll at 253-4351. For groundwater questions, please contact Anna Maria Martinez.