



A Tradition of Stewardship  
A Commitment to Service

**Environmental Management**

1195 Third Street, Suite 101  
Napa, CA 94559  
www.co.napa.ca.us

Main: (707) 253-4471  
Fax: (707) 253-4545

**Steven Lederer**  
Director

## MEMORANDUM

<b>To:</b> Napa County Planning Department Hillary Gitelman, Planning Director	<b>From:</b> Napa County Environmental Management Department Kim Withrow, Senior Environmental Health Specialist
<b>Date:</b> May 27, 2009	<b>Re:</b> Use Permit Application for Bourassa Winery Located at 190 Camino Oruga Assessor Parcel # 057-027-004 File #P09-00053

We have reviewed the above proposal and recommend approval of the application providing the following are included as conditions of approval:

1. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
2. 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.
3. Adequate area must be provided for collection of recyclables. The applicant must contact 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.
4. All diatomaceous earth and/or bentonite must be dried and disposed of as solid waste or in another appropriate manner. If the proposed septic system is either a special design sewage disposal system or a private sewage disposal system, the plan submitted for review and approval must address diatomaceous earth/ bentonite disposal.
5. Any hazardous waste produced on the site including any laboratory wastes, must be stored and disposed of in a manner consistent with Division 20, Chapter 6.5 of the California Health and Safety Code and with Title 22, Division 4.5, of the California Code of Regulations. A Hazardous Waste Generator Permit must be obtained from Environmental Management.

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**Department of Public Works**

1195 Third Street, Suite 201  
Napa, CA 94559-3092  
www.co.napa.ca.us/publicworks

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

**Donald G. Ridenhour, P.E.**  
Director of Public Works

**DATE:** May 27<sup>th</sup>, 2009

**TO:** Suzie Gambill, Conservation Development and Planning Department

**FROM:** Jeannette Doss, Assistant Engineer *JD*

**SUBJECT:** Bourassa Winery, APN# 057-270-004, 057-270-005, 057-270-006, P09-00053

The application will allow the applicant to establish a winery within three existing adjacent warehouse buildings with a proposed production of 60,000 gallons per year with crushing, fermentation, barrel storage and small tasting room. The project is located on Camino Oruga in the Airport Industrial Area in Napa.

**EXISTING CONDITIONS:**

1. Existing access road meets County Road and Street standards for the intended use.
2. There are 49 finished and paved parking stalls currently serving this facility.
3. Site is located within the boundaries of the Airport Specific Plan on Camino Oruga.

**RECOMMENDED CONDITIONS:**

**GROUNDWATER**

1. The applicant has submitted a will serve letter from the City of American Canyon dated April 1, 2009. It has been determined that the proposed project will not have a significant impact on static ground water levels. See attached groundwater comments dated May 27<sup>th</sup>, 2009.
2. *The Applicant must comply with all associated requirements and exhibits relating to water conditions to be imposed on all parcels as described in Napa County Agreement No. 7070, between the County of Napa and the City of American Canyon. This agreement and all its parts shall be effective as of July 3<sup>rd</sup>, 2008. (See Attached Exhibits E,F,G,H)*

## **POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS**

11. 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.
12. 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 Jeannette Doss or Erich Kroll at 253-4351. For groundwater questions, please contact Anna Maria Martinez.



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Main: (707) 253-4351  
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Robert J. Peterson, P.E.  
Director of Public Works

## GROUNDWATER MEMORANDUM

**DATE:** May 27, 2009

**TO:** Suzie Gambill, Conservation Development and Planning Department

**FROM:** Jeannette Doss, Assistant Engineer *JD*  
Phone: 707-259-8179  
Email: [jdoss@co.napa.ca.us](mailto:jdoss@co.napa.ca.us)

**SUBJECT:** Bourassa Winery, APN# 057-270-004, 057-270-005, 057-270-006, File # P09-00053

The application will allow the applicant to establish a winery within three existing adjacent warehouse buildings with a proposed production of 60,000 gallons per year with crushing, fermentation, barrel storage and small tasting room. The project is located on Camino Oruga in the Airport Industrial Area in Napa.

### RECOMMENDED CONDITIONS:

1. The applicant has submitted a will serve letter from the City of American Canyon dated April 1, 2009 for water service. No on site wells shall/will be used to serve this parcel. No further analysis is necessary.

## EXHIBIT E

### Water Conditions To Be Imposed On All Parcels (City Customers and Outside Customers) For Which New Water Service is Requested

The City of American Canyon ("City") may impose the conditions listed below on new water services for Outside Customers by including these conditions in the "will-serve" letters that the City provides to such Outside Customers, but only if the City also imposes the same conditions on all new water services for parcels with similar uses within the City's limits. The County shall include these same conditions in all new land use development permits for parcels within the Airport Industrial Area Specific Plan area.

1. **City Capacity Fees and Conditions of Approval for Water Service.** Capacity Fees charged for parcels within the City's Water Service Area shall be established by the City and will be periodically reviewed and updated. Capacity Fees (also known as Connection Fees) will be uniform throughout the Water Service Area, regardless of whether the parcel to which the fee applies is inside or outside the City's Limits. The Capacity Fee and any conditions on new water service will be determined based on the Water Supply Report, which shall contain the analysis described in Part II.C. of Exhibit "F" of this Agreement, and which will be consistent with the City's Zero Water Footprint Policy, adopted by the City on October 23, 2007.

2. **Cost of Water Service.** The cost of new water service shall be imposed through the capacity fees in the City's Ordinance 2007-09 or through new capacity fees approved by the County and enacted in a new City ordinance. However, if the Water Supply Report finds, consistent with the City's Zero Water Footprint Policy (see Exhibit F), that the City will have to obtain additional water supplies to meet "dry year" shortfalls, then the cost of water to meet such "dry year" shortfalls will be the sole responsibility of the Applicant. In determining whether or not such "dry year" shortfalls will occur, the City shall include in the base supplies available to the City during "dry years" the new water supplies that have been or will be included in the calculations used to set the City's Capacity Fees and water rates. The City will conclude that "dry year" shortfalls will occur only if such base supplies will not be adequate to meet anticipated "dry year" demands. The City may not impose any costs on the Applicant under this section to reimburse the City for any capital or operating costs that have been or will be included in the calculations used to set the City's Capacity Fees or water rates. The City may impose the additional costs described in the preceding sentence on Outside Customers only if the City also imposes such additional costs uniformly on City Customers.

3. **Maximum Allowable Water Use.** Water received from the City for use on parcels within the Airport Industrial Area Specific Plan area and on parcels with similar uses within the City's limits shall be limited to an average of 650 gallons of water per day per acre (measured monthly), and Applicants for new or increased City water service for all such parcels shall be required to demonstrate to the City while the City is preparing the Water Supply Report for the Applicant the maximum extent to which the Applicant can further reduce its water consumption by applying the following best management practices:

## **EXHIBIT F**

### **Zero Water Footprint and Water Supply Report Methodology**

#### **I. PURPOSE**

To implement the Zero Water Footprint Policy adopted by the City Council on October 23, 2007. In this policy, "Zero Water Footprint" is defined as:

"No loss in reliability or increase in water rates for existing water service customers due to requested increased demand for water within the City's Water Service Area."

#### **II. PROCEDURES**

- A) Initial Request.** Applicants for all projects requiring additional water supplies from the City of American Canyon, either inside City limits or in the City's Water Service Area but outside of City limits, shall complete a water supply worksheet estimating average and peak use for indoor and outdoor uses and provide the completed worksheet to the City's Engineering Division.
- B) Evaluation of Water Footprint.** The Engineering Division shall evaluate the water footprint of the project, using the water supply worksheet provided by the Applicant, to determine whether a Water Supply Report is required. A Water Supply Report will not be required if the project meets the adopted Zero Water Footprint definition. This can be accomplished by projects with no additional water demand or by projects which offset increased water demand by off-site conservation measures.
- C) Water Supply Report.** A Water Supply Report shall be prepared for all projects that do not meet the adopted Zero Water Footprint definition. The Water Supply Report shall be prepared by the City of American Canyon at the cost of the project applicant. The Water Supply Report shall be substantially in the form of the report approved in the City's Resolution No. 2008-02, or in a new form approved by the County and approved by the City in a new resolution and shall include the following analysis:
  - 1) Water service request
    - a) Description of project
    - b) Water service request
      - (i) Average Daily Demand
      - (ii) Peak Day Demand
    - c) Conservation Measures Included in Project
  - 2) Consistency
    - a) Urban Water Management Plan
    - b) Recycled Water Facilities Plan
    - c) Water Conservation Implementation Guidelines
  - 3) Water footprint
    - a) Zero Water Footprint Definition
    - b) Project's impact on reliability
    - c) Project's impact on rates

## EXHIBIT G

### Appeal Procedure: Zero Water Footprint Methodology

1. **Grounds for Appeal- Conditions of Approval.** If the water service application is for a parcel outside the City's limits, then the City shall, within 30 days of receipt of such application, provide to the Applicant and the County any conditions of approval that the City proposes to impose on the parcel at least 90 days before imposing the conditions of approval.

Conditions of approval that result from the Water Supply Report and that the City proposes to include in a water service will-serve letter that will be issued by the City for a parcel outside of the City's limits may be appealed by an Applicant under the process described in Section 3 below.

2. **Exceptions:** An appeal may not challenge water rates imposed by the City that are consistent with *Hansen v. City of San Buenaventura* (1986) 42 Cal.3d 1172, and the City's Ordinance 2007-13. An appeal also may not challenge Capacity Fees that are set pursuant to the City's Ordinance 2007-09, or new capacity fees approved by the County and enacted in a new City ordinance.

3. **Appeal Process and Appeal Panel.** An appeal of water service conditions of approval that the City proposes for a parcel outside the City's limits may be filed within ninety (90) days after the proposed conditions are forwarded to the Applicant and the County for inclusion in a development permit. The appeal will be heard by the panel described in the following paragraph, and this panel will determine whether any of the conditions under appeal is inconsistent with any provision of this Agreement.

The Appeal Panel will be made up of one member selected by the County Executive Officer, one member selected by the City Manager and one member selected by the two appointed members. If the two appointed members cannot agree on the third member, the name of each candidate shall be placed in a hat to be drawn for selection. The decision of the Appeal Panel will be final, but subject to judicial review pursuant to Code of Civil Procedure section 1094.5. The reasonable cost of the Appeal Panel shall be borne by the Applicant.

# INTER-OFFICE MEMO



TO: Conservation, Development, and Planning Department

FROM: Alicia Amaro, Fire Department

DATE: March 23, 2009

SUBJECT: Bourassa Winery Use Permit Comments  
Apn: 057-270-004, 005 & 006 P09-00053

**Site Address: 190 Camino Oruga, Napa**

The Napa County Fire Marshal staff has reviewed the Use Permit application to construct a 60,000 gallon per year winery within three existing adjacent units, totaling 9,604 square feet at the address above. We recommend that the following items shall be incorporated as project conditions or mitigation measures if the commission approves the project.

- 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. The minimum required fire flow for the protection of the proposed buildings is 1,500 gallons per minute at 20 pounds residual water pressure. This flow is based on the square footage and construction type of the buildings. Because this project will require automatic fire sprinklers a 50% reduction in the required fire flow is allowed, bringing the fire flow to 750 gallons per minute at 20 pounds residual water pressure.
3. The building will be required to be protected with an automatic fire sprinkler system designed and maintained in accordance with the *National Fire Protection Standard #13 (Installation of Automatic Sprinkler Systems 2002 edition)*.
4. A fire pump may be required to meet the fire flow requirements. The fire pump shall be installed and maintained in accordance to the National Fire Protection Standard #20 (Installation of Stationary Pumps for Fire Protection 2003 edition). Fire pumps are required to be listed and tested by an approved testing agency and are required to be either diesel driven or electric. Electric fire pumps also require a secondary power source.



5. The private fire service mains shall be installed and maintained in accordance with the *National Fire Protection Standard # 24 (Installation of Private Fire Service Mains and Their Appurtenances 2002 edition)*.
6. The location, number and type of fire hydrants connected to the water supply shall be in accordance with the California Fire Code, 2007 edition. Fire hydrant shall be placed within 250 feet of all exterior portions of the building.
7. All post indicator valves, control valves, waterflow devices shall be monitored by an approved remote station or central alarm monitoring company. Digital alarm communicator system panel shall be installed and maintained in accordance with the National Fire Protection Standard #72 (Fire Alarm Code, 2002 edition).
8. Fire apparatus access roads shall be provided to within 150 feet of all portions of the structures. Fire apparatus access roads shall have an unobstructed width of not less than 20 feet at the building site and an unobstructed vertical clearance of not less than 15 feet.
9. Access roads from the public and/or private right-of- ways to the project/ building site shall comply with Napa County Road and Street Standards and shall be reviewed by the Napa County Public Works Department.
10. The request for beneficial occupancy **will not** be considered until all fire and life safety issues have been installed, tested and finalized.
11. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with a surface so as to provide driving capabilities in all weather conditions. Said access shall be provided prior to any construction or storage of combustible materials on site.
12. The approved address numbers shall be placed on the building by the applicant in such a position as to be plainly visible and legible from the street or streets fronting the property and shall be placed as to be seen from all entrances. Proposed address shall be indicated on the elevation drawings contained within the building plan submittal. The address numbers shall be a minimum of 4" in height for the building, contrasting in color with their background and shall be illuminated.
13. An approved project sign shall be placed at vehicle access points into the project during construction to assist emergency responders. The sign shall identify the project name and address. Such signs shall be clearly visible and legible from the street fronting the project.
14. The applicant shall properly identify all required fire lanes. Fire lanes shall be painted red with white letters to read "NO PARKING FIRE LANE CVC 22500.1, stenciled every 30 feet on top of the curb or on signs.

15. Buildings with high piled storage exceeding 12 feet in height shall be equipped with smoke and heat vents and curtain boards in accordance with the California Fire Code, Chapter 23, 2007 edition.
16. Firefighter access doors in high piled storage occupancies shall be installed every 100 linear feet per the California Fire Code. Chapter 23, 2007 edition.
17. Currently serviced and tagged fire extinguishers with a minimum rating of 2A10BC shall be provided within 75 feet of travel distance from any portion of the facility and shall be mounted 3 1/2 to 5 feet to the top of the extinguisher.
18. All exit doors shall be operable without the use of a key or any special knowledge or effort.
19. Illuminated exit signs and emergency back up lighting shall be installed throughout the building per the California Building Code, section 1004, 2007 edition.
20. A Knox cabinet will be required to allow emergency vehicle access to the site. Because an alarm system is required the Knox box/cabinet will require "tamper monitoring".
21. The Knox Cabinet shall have one or all of the following items placed in the Knox cabinet, dependent on requirements of this facility:
  - a. A minimum of 2 master keys to the structure(s) for emergency access.
  - b. 2 scaled site plans of the facility, identifying all buildings, hydrants, fire department access around the facility, and location of all water, electric, and gas shut-off valves.
  - c. 2 scaled floor plans of all structures showing doors, offices, etc.
  - d. Napa County Hazardous Materials Business including all MSDS forms, etc.
  - e. A digital file of the site and floor plans in a PDF format must be submitted at building final in addition to the hard copies listed above.**
22. A complete set of Building Plans shall be submitted to the Fire Department for review and approval for egress requirements.
23. Barricades shall be provided to protect any natural gas meter, fire hydrant, or other fire department control device, which may be subject to vehicular damage. Approved signs may be required to identify the location of fire protection devices.
24. Technical assistance in the form of a fire protection engineer or consultant acceptable, and reporting directly, to the NCFD shall be provided by the applicant at **no** charge to the County for independent peer review of alternate methods and materials proposals.

25. Plans detailing compliance with the fire and life safety conditions-of-approval shall be submitted to the Napa County Fire Marshal's Office for review and approval prior to building permit issuance and /or as described above.
26. "Fire Plan Review and Inspection" fees shall be paid to the Fire Department for all applicable plan review and inspection work at the established hourly rate as adopted by the Napa County Board of Supervisors by resolution.

Please feel free to contact the Napa County Fire Marshal's Office at (707) 967-1425 to discuss any fire protection issues you may have regarding your project.

Alicia Amaro  
Assistant Fire Marshal



HILLARY GITELMAN  
Director

# COUNTY of NAPA

CONSERVATION, DEVELOPMENT AND PLANNING

## PERMIT APPLICATION AND INITIAL STUDY REQUEST FOR COMMENTS

TO: Building

APPLICATION TITLE: Bourassa Winery

APN: 57-270-004

DESCRIPTION OF PROJECT: New 60,000 gal per yr Winery -  
with in existing building

RESPONSE REQUEST DATE: 5/27/09  
3/9/09 RESPONSE RETURN DATE: 5/27/09  
3/23/09

PLEASE RESPOND VIA E-MAIL TO: Scambill@co.napa.ca.us  
OR FAX TO (707) 299- 4077

This application (see enclosed project description and maps) is being sent to you for your review and comment.

With respect to environmental analysis, the County is assuming Lead Agency status for the project and will be preparing the necessary environmental documents.

1. Do you have any comments on this project? ☒ Yes ☐ No
2. Do you have jurisdiction by law over this project? ☒ Yes ☐ No
3. Attach your agencies comments, or list below: ☐ Comments attached  
☐ Comments below.

- ① This building is required to be accessible to persons with disabilities in accordance with the California Building Code.
- ② Applicable Building, Electrical, Plumbing & Mechanical permits shall be required prior to const.
- ③ This is not a complete list of requirements at time of a building permit application and a review of the submitted plans, all Regs. will be noted.

Name of contact person: Darrell Mayes Telephone #: 707-253-4417

Email: \_\_\_\_\_

Title: \_\_\_\_\_

Date: 5-26-09