



A Tradition of Stewardship
A Commitment to Service

Department of Public Works

1195 Third Street, Suite 201
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Steven E. Lederer
Interim Director

MEMORANDUM

To: Linda St. Claire, Conservation Development and Planning Department	From: Jeannette Doss, Assistant Engineer Public Works <i>JD</i>
Date: May 8, 2012	Re: Larkmead Vineyards 1100 Larkmead Lane, Calistoga, CA P12-00105 APN 020-240-001

The Napa County Public Works Department received a referral for comment on a modification to an existing use permit, generally requesting the following:

To construct a new winery building of approximately 9,530 sq ft. The new building would be used primarily for barrel storage, and will include a tasting/conference room, wine library, small employee, break room/catering kitchen and additional rest rooms. The project also proposes to increase the parking lot by 5 spaces and increase the number of onsite employees to 10.

After careful review of the Larkmead Vineyards Use Permit submittal package the Public Works Department recommends approval of the project with the following conditions:

EXISTING CONDITIONS:

1. Napa County parcel 031-050-067 is located on Larkmead Lane.
2. The existing parcel is approximately 18 acres.
3. Site is currently developed with a winery.

RECOMMENDED CONDITIONS:

GROUNDWATER

Groundwater comments are provided in a separate memo.

PARKING:

1. Any parking proposed by the applicant or required by the Planning Commission as a condition of this permit must have a minimum structural section of two inches of asphalt concrete over 5 inches of Class II Aggregate or equivalent. (County Road and Street Standards, Page 82).
2. Parking lot details shall conform to the requirements of the latest edition of the Napa County Road and Street Standards.

NEW PRIVATE ACCESS ROADS AND DRIVEWAYS:

3. All roadway construction associated with this application shall conform to the current Road and Street Standards of Napa County at the time of permit submittal and accepted construction and inspection practices.
4. Access drive shall meet the requirements of a "Commercial Driveway" as shown on the latest edition of the Napa County Road and Street Standards. This design requires an 18 foot wide roadway with a 2 feet of earth shoulder and a minimum structural section equivalent to two inches of asphalt concrete surface over five inches of class II aggregate base.
5. The applicant must obtain an encroachment permit prior to any work performed within the Napa County right-of-way.

SITE IMPROVEMENTS:

6. All on site civil improvements proposed 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 and/or grading permit documents at the time of permit application. A plan check fee will apply.
7. Proposed drainage for the development shall be shown on the improvement plans and shall be accomplished to avoid the diversion or concentration of storm water runoff onto adjacent properties. Plan shall also indicate the path and changes in runoff.
8. Grading and drainage improvements shall be constructed according to the latest "Napa County Road and Street Standards" and the California Building Code. Specifically, all cut and fill slopes shall be setback to meet the latest CBC.
9. If excess material is generated that cannot be used onsite, the Owner shall furnish to the Napa County Public Works Department evidence that the Owner has entered into

agreements with the property owners of the site involved and has obtained the permits, licenses and clearances prior to commencing any off-hauling operations.

10. The applicant shall furnish a complete set of the electronic files of all approved improvement plans on a storage media acceptable to the County Engineer.
11. At the completion of construction, and prior to the final approval by the County, the applicant shall verify that all electronic files provided to the County reflect any changes to the approved plans made during construction and that all plans reflect the as built conditions.

OTHER RECOMMENDATIONS:

12. 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 the nearest 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.
13. Portions of the property fall within a Special Flood Hazard Area (SFHA) Zone AE 100-year floodplain, as depicted on FIRM 245E. Property owner shall obtain a floodplain management permit from this department for any work within the SFHA.

CONSTRUCTION STORMWATER REQUIREMENTS

14. Any Project that requires a building or grading permit shall complete a Napa County Construction Site Runoff Control Requirements Appendix A - Project Applicability Checklist and shall submit this form to the Napa County Public Works Department for review.
15. 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 Napa County Stormwater Ordinance 1240 and the latest adopted state regulations. Best Management Practices (BMPs) shall also be implemented to minimize dust at all times.
16. Any construction activity that equals or exceeds one acre of total disturbed area shall prepare a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the regulations of California Regional Water Quality Control Board (SRWQCB) and shall file a Notice of Intent (NOI) prior to commencement of any construction activity. The completed SWPPP shall be submitted to the Napa County Department of Public Works for review.

17. 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.
18. All trash enclosures must be covered and protected from rain, roof, and surface drainage.
19. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.

POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS

20. Project must conform and incorporate all appropriate Site Design, Source Control and Treatment Control Best Management Practices as required by the Napa County manual for *Post-Construction Runoff Management Requirements* which is available at the Public Works office.
21. 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.
22. 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.
23. 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.
24. In design of retention facilities, the maximum percolation rate shall be two inches per hour.
25. For on-site common retention basins, the side slopes shall not exceed 3:1.

26. 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.
27. 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.
28. 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.
29. 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.

Any changes in use may necessitate additional conditions for approval.

If you have any questions regarding the above items please contact Jeannette Doss at 253-4351.



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Steven E. Lederer
Interim Director

GROUNDWATER MEMORANDUM

DATE: April 5, 2012

TO: Conservation Development and Planning Department

FROM: Annamaria Martinez, Assistant Engineer *AM*
Phone: 707-259-8378
Email: annamaria.martinez@countyofnapa.org

SUBJECT: Larkmead Vineyards, APN# 020-240-001, P12-00105

The applicant requests approval of a use permit modification that will allow for an additional 9,530 sqft building, an increase in parking spaces and an increase in employees. No changes to production or visitation are proposed. The project parcel is located on Larkmead lane in Calistoga.

COMMENTS:

1. The parcel is located in the "Valley Floor" region.
2. The existing use is estimated to be 8.054 acre-feet per year.

RECOMMENDED CONDITIONS:

1. We have reviewed the phase one, water availability analysis for the proposed project. The 17.85 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 17.85 AF/Year. The estimated water demand of 7.554 AF/Year is below established threshold for the property, and below the existing use.

Based on the information provided, the projected groundwater usage for the project should not have a significant impact on static water levels of neighboring wells.

No further analysis is necessary.



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RECEIVED

MAY 11 2012

NAPA CO. CONSERVATION
DEVELOPMENT & PLANNING DEPT.

Environmental Management

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Steven Lederer
Director

MEMORANDUM

To: Napa County Planning Department, Linda St. Claire, Planner	From: Kim Withrow, Senior Environmental Health Specialist
Date: May 9, 2012	Re: Application for Use Permit Modification Larkmead Vineyards Assessor Parcel #020-240-001 File # P12-00105

The application requesting approval to build an additional winery building with an employee break room, caterers kitchen and rest rooms and to provide catered food for occasional tasting visitors has been reviewed and this Department has no objection to approval of the application with the following conditions of approval:

1. Complete plans and specifications for the proposed catering kitchen, service area(s), storage area(s) and the employee restrooms must be submitted for review and approval by this Department prior to issuance of any building permits for said areas. An annual food permit will be required.
2. Within 30 (thirty) days of initiation of the use or change of tenants, an updated Hazardous Materials Business Plan or a Business Activities Page shall be submitted and approved by this Department.
3. A permit for septic tank, sump tank, if necessary, and sewer line must be secured from this Department prior to approval of a building clearance (or issuance of a building permit) for any structure that generates wastewater to be disposed of by this system.
4. The water supply and related components must continue to comply with the California Safe Drinking Water Act and Related Laws. A plan of the proposed domestic water storage tank location and piping must be submitted for review and approval prior to approval of building permits.
5. 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, and etc.

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6. During the construction, demolition, or renovation period of the project the applicant must use the franchised garbage hauler for the service area in which they are located for all wastes generated during project development, unless applicant transports their own waste. If the applicant transports their own waste, they must use the appropriate landfill or solid waste transfer station for the service area in which the project is located.

cc: Beth Painter, Balanced Planning, 1455 First Street Suite 217, Napa, CA 94559
Hillary Gitelman, CDPD

INTER-OFFICE MEMO

TO: Linda St Claire
Conservation, Development, and Planning Department

FROM: Brian Hampton, Fire Department

DATE: April 5, 2012

SUBJECT: Larkmead Vineyards

P12-00105

APN#020-240-001

SITE ADDRESS: 1100 Larkmead Lane

The Napa County Fire Marshal staff has reviewed the Use Permit application to construct a 9,530 square foot winery building with no changes to production or visitation. We would like to request the following comments be incorporated as project conditions if the Planning 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. Install steamer fire hydrants to within 250 feet of any exterior portion of the building as measured along approved vehicular access roads. Civil drawings shall be submitted to the Napa County Fire Marshal's Office for plan review and approval.
3. Install a KNOX CABINET at the driveway entrance on the right hand side. Contact the Napa County Fire Marshal's Office for an application and additional information.
4. Install blue dot reflectors 12 inches of center line in front of all fire hydrants.
5. Currently serviced and tagged fire extinguishers with a minimum rating of 2A10BC shall be mounted 3 1/2 feet to 5 feet to the top of the extinguisher. Fire extinguishers shall not exceed 75 feet of travel distance to any portion of the facility.
6. Install illuminated exit signs and emergency backup lighting throughout per the California Building Code 2010 edition.
7. Your fire flow for this project is 300 gallons per minute (GPM) for a 60 minute duration at 20 psi residual pressure. A UL listed fire pump conforming to NFPA

20 2010 edition may be required to meet the required fire flow for the project. The required fire flow shall be reduced in half as an automatic fire sprinkler system shall be required throughout all buildings.

8. Provide an additional 6,000 gallons of water storage for your fire flow requirements. Water storage for fire sprinkler will be in addition to the 6,000 gallons of water required for your fire hydrants.
9. Approved access walkways shall be provided to all exterior doors and openings required by either the California Building Code or California Fire Code. A concrete walkway or other approved hard surface will meet the intent of the access walkway requirement.
10. The applicant shall properly identify all required fire lanes. Fire lanes shall be painted red with 4-inch white letters to read: "NO PARKING FIRE LANE" CVC 22500.1, stenciled every 30 feet on top of the curb.
11. All exit doors shall be operable without the use of a key or any special knowledge or effort.
12. The request for beneficial occupancy will not be considered until all fire and life safety issues have been installed, tested and finalized.
13. A complete set of building drawings and civil drawings shall be submitted to the Fire Department for plan review and approval.
14. Plans detailing compliance with the fire and life safety conditions of approval shall be submitted to the Napa County Fire Marshal's Office for plan review and approval prior to permit issuance.
15. The numerical address for the project shall be posted at the public right of way and shall be visible from both directions and shall be a minimum of 4-inches in height on a contrasting background and numbers shall be reflective and/or illuminated.
16. All structures exceeding 3,600 square feet shall be equipped with an automatic fire sprinkler system with water flow monitoring to a central receiving station shall be installed. Plans shall be submitted to the Napa County Fire Marshal's Office for plan review and approval prior to any installation.
17. All emergency vehicle access roads shall be installed per the Napa County Road and Street Standards.
18. All driveways and roads shall comply with the California Fire Code 2007 edition and Napa County Public Works road and street standards.

19. Driveways exceeding 150 feet in length shall be provided with an approved fire department turnaround for emergency vehicles.
20. All gated entrances shall be provided with a KNOX KEY SWITCH for electronic gates and/or a KNOX PADLOCK for manual gates.
21. Provide 100 feet of defensible space around all structures per Public Resources Code (PRC 4291).
22. Provide 10 feet of defensible space on both sides of your driveway for the entire length per Public Resources Code (PRC 4291).