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**Recommended Conditions of Approval
and Final Agency Approval Memos**

**PLANNING COMMISSION HEARING – NOVEMBER 1, 2017
RECOMMENDED CONDITIONS OF APPROVAL**

**REYNOLDS FAMILY WINERY
APPLICATION NUMBER P14-00334-MOD
3266 SILVERADO TRAIL, NAPA 94558
APN #039-610-002**

This permit encompasses and shall be limited to the project commonly known as Reynolds Family Winery, located at 3266 Silverado Trail. Part I encompasses the Project Scope and general conditions pertaining to statutory and local code references, project monitoring, and the process for any future changes or activities. Part II encompasses the ongoing conditions relevant to the operation of the project. Part III encompasses the conditions relevant to construction and the prerequisites for a Final Certificate of Occupancy. It is the responsibility of the permittee to communicate the requirements of these conditions and mitigations (if any) to all designers, contractors, employees, and guests of the winery to ensure compliance is achieved.

Where conditions are not applicable or relevant to this project, they shall be noted as “Reserved” and therefore have been removed.

When modifying a legally established entitlement related to this project, these conditions are not intended to be retroactive or to have any effect on existing vested rights except where specifically indicated.

PART I

1.0 PROJECT SCOPE

This permit encompasses shall be limited to:

- 1.1 Approval to modify an existing 20,000 gallon per year winery previously approved under Use Permit #99386-UP and modified by P12-00167-VMOD to allow the following:
 - a. An increase of the annual production capacity to 40,000 gallons;
 - b. The construction of a new ±2,266 sq. ft. addition to the winery (±1,534 sq. ft. production (barrel storage); ±732 sq. ft. accessory use (tasting room, caterer prep kitchen, and visitor restrooms);
 - c. An increase of employees from four (two full-time plus two part time during harvest) to a total of nine employees (five full-time employees, 2 part-time employees, plus 2 part-time employees during harvest);
 - d. An increase in visitation, tours and tasting, and a marketing plan as set forth in Conditions of Approval (COAs) Nos. 4.1 through 4.3 below;
 - e. Change location of on-premises consumption of wine as set forth in COA No. 4.4 below;
 - f. Change hours of operation to 6:00 am to 6:00 pm (production) and 10:00 am to 6:00 pm (hospitality);

- g. The construction of 16 additional parking spaces for a maximum of 22 parking spaces;
- h. The installation of waste water system expansion improvements;
- i. The installation of a public water system;
- j. The installation of a left turn lane on Silverado Trail;
- k. The construction of a shade structure over, and improvements to the existing outdoor patio area adjacent to the pond; and,
- l. The installation of a 100,000 gallon fire protection water storage tank (± 31 ft. in height), a pump house, and a 10,500 gallon domestic water storage tank (± 16 ft. in height).

The winery shall be designed in substantial conformance with the submitted site plan, elevation drawings, and other submittal materials and shall comply with all requirements of the Napa County Code (the County Code). It is the responsibility of the permittee to communicate the requirements of these conditions and mitigations (if any) to all designers, contractors, employees, and guests of the winery to ensure compliance is achieved. Any expansion or change in winery use or alternative locations for fire suppression or other types of water tanks shall be approved per the County Code and may be subject to the permit modification process.

2.0 STATUTORY AND CODE SECTION REFERENCES

All references to statutes and code sections shall refer to their successor as those sections or statutes may be subsequently amended from time to time.

3.0 MONITORING COSTS

All staff costs associated with monitoring compliance with these conditions, previous permit conditions, and project revisions shall be borne by the permittee and/or property owner. Costs associated with conditions of approval and mitigation measures that require monitoring, including investigation of complaints, other than those costs related to investigation of complaints of non-compliance that are determined to be unfounded, shall be charged to the property owner or permittee. Costs shall be as established by resolution of the Board of Supervisors in accordance with the hourly consulting rate established at the time of the monitoring and shall include maintenance of a \$500 deposit for construction compliance monitoring that shall be retained until issuance of a Final Certificate of Occupancy. Violations of conditions of approval or mitigation measures caused by the permittee's contractors, employees, and/or guests are the responsibility of the permittee.

The Planning Commission may implement an audit program if compliance deficiencies are noted. If evidence of a compliance deficiency is found to exist by the Planning Commission at some time in the future, the Planning Commission may institute the program at the applicant's expense (including requiring a deposit of funds in an amount determined by the Commission) as needed until compliance assurance is achieved. The Planning Commission may also use the data, if so warranted, to commence revocation proceedings in accordance with the County Code.

PART II

4.0 OPERATIONAL CHARACTERISTICS OF THE PROJECT

Permittee shall comply with the following during operation of the winery:

4.1 GENERAL PROVISIONS

Consistent with the County Code, tours and tastings and marketing may occur at a winery only where such activities are accessory and “clearly incidental, related, and subordinate to the primary operation of the winery as a production facility.”

Tours and tastings (defined below) may include food and wine pairings, where all such food service is provided without charge except to the extent of cost recovery and is incidental to the tasting of wine. Food service may not involve menu options and meal service such that the winery functions as a café or restaurant.

Retail sales of wine shall be permitted as set forth in the County Code

4.2 TOURS AND TASTINGS/VISITATION

Tours and tastings shall be by appointment only and shall be limited to the following:

- a. Frequency: seven (7) days per week, Monday through Sunday
- b. Maximum number of persons per day: 40
- c. Maximum number of persons per week: 280
- d. Hours of visitation: 10:00 AM to 6:00 PM

“Tours and tastings” means tours of the winery and/or tastings of wine, where such tours and tastings are limited to persons who have made unsolicited prior appointments for tours or tastings. To the maximum extent feasible, scheduling of visitors shall not occur during peak travel times: Weekdays 4:30 PM – 5:30 PM; Saturdays 4:00 PM – 5:00 PM, and Sundays 2:15 PM to 3:15 PM.

A log book (or similar record) shall be maintained to document the number of visitors to the winery (for either tours and tastings or marketing events), and the dates of the visits. This record of visitors shall be made available to the Planning, Building and Environmental Services (PBES) Department upon request.

4.3 MARKETING

Marketing events shall be limited to the following:

- a. Food and Wine Pairing
 1. Frequency: 2 times per month
 2. Maximum number of persons: 24
 3. Time of Day: Between Noon and 10:00 PM
- b. Food and Wine Pairing
 1. Frequency: 2 times per month

2. Maximum number of persons: 40
 3. Time of Day: Between Noon and 10:00 PM
- c. Wine Club/Release Event
1. Frequency: 2 times per year
 2. Maximum number of persons: 60
 3. Time of Day: Between 2:00 PM and 10:00 PM, Saturday or Sunday
- d. Large Event
1. Frequency: 2 times per year
 2. Maximum number of persons: 125
 3. Time of Day: Between 6:00 PM and 10:00 PM, Saturdays
 4. Portable toilet facilities shall be provided during events of 60 persons or more.
- e. Food to be prepared on-site within the proposed commercial kitchen or will be catered.
- e. The maximum daily total visitation will be decreased on days of larger marketing events, in accordance with the size of the alternative event and the time of day or evening it is scheduled.
- f. All marketing events shall either end by 3:00 PM or begin at 6:00 PM or later in order to avoid having guests and hired staffing traveling on the local roadway network during peak traffic hours.

"Marketing of wine" means any activity of a winery which is conducted at the winery on a prearranged basis for the education and development of customers and potential customers with respect to wine which can be sold at the winery on a retail basis pursuant to the County Code. Marketing of wine may include cultural and social events directly related to the education and development of customers and potential customers provided such events are clearly incidental, related and subordinate to the primary use of the winery. Marketing of wine may include food service, including food and wine pairings, where all such food service is provided without charge except to the extent of cost recovery.

Business events are similar to cultural and social events, in that they will only be considered as "marketing of wine" if they are directly related to the education and development of customers and potential customers of the winery and are part of a marketing plan approved as part of the winery's Use Permit. To be considered directly related to the education and development of customers or potential customers of the winery, business events must be conducted at no charge except to the extent of cost recovery, and any business content unrelated to wine must be limited.

Careful consideration shall be given to the intent of the event, the proportion of the business event's non-wine-related content, and the intensity of the overall marketing plan (County Code).

All marketing event activity, excluding quiet clean-up, shall cease by 10:00 pm. If any event is held which will exceed the available on-site parking, the permittee shall prepare an event-specific parking plan which may include, but not be limited to, valet service or off-site parking and shuttle service to the winery.

Auction Napa Valley (ANV) events need not be included in a participating winery's marketing plan because they are covered by ANV's Category 5 Temporary Permit. The winery may utilize any ANV event authorized in this permit for another charitable event of similar size.

4.4 ON-PREMISES CONSUMPTION

In accordance with State law and the PBES Director's July 17, 2008 memo, "Assembly Bill 2004 (Evans) & the Sale of Wine for Consumption On-Premises," on-premises consumption of wine produced on-site and purchased from the winery may occur solely in the tasting rooms and the outdoor patio adjacent to the pond. Any and all visitation associated with on-premises consumption shall be subject to the maximum per person weekday and weekend daily tours and tastings visitation limitation and/or applicable limitations of permittee's marketing plan set forth in COA Nos.4.2 and 4.3 above.

4.5 RESIDENCE OR NON-WINERY STRUCTURES

Unless specifically authorized by this permit or a previously approved permit, the existing two residences shall not be used for commercial purposes or in conjunction with the operation and/or visitation/marketing program for the winery. If the residence is rented, it shall only be rented for periods of 30 days or more, pursuant to the County Code.

4.6 GRAPE SOURCE

At least 75% of the grapes used to make the winery's still wine or the still wine used by the winery to make sparkling wine shall be grown within Napa County. The permittee shall keep records of annual production documenting the source of grapes to verify that 75% of the annual production is from Napa County grapes. The report shall recognize the Agriculture Commission's format for County of origin of grapes and juice used in the Winery Production Process. The report shall be provided to the PBES Department upon request, but shall be considered proprietary information and not available to the public.

4.7 COMPLIANCE REVIEW

Permittee shall obtain and maintain all permits (use permits and modifications) and licenses from the California Department of Alcoholic Beverage Control (ABC) and United States Tax and Trade Bureau (TTB), and California Department of Food and Agriculture (CDFA) Grape Crush Inquiry data, all of which are required to produce and sell wine. In the event the required ABC and/or TTB permits and/or licenses are suspended or revoked, permittee shall cease marketing events and tours and tastings until such time as those ABC and/or TTB permits and licenses are reinstated.

Visitation log books, visitor reports, custom crush client records, and any additional documentation determined by Staff to be necessary to evaluate

compliance may be requested by the County for any code compliance. The permittee (and their successors) shall be required to participate fully in the winery code compliance review process.

4.8 RENTAL/LEASING

No winery facilities, or portions thereof, including, without limitation, any kitchens, barrel storage areas, or warehousing space, shall be rented, leased, or used by entities other than persons producing and/or storing wine at the winery, such as alternating proprietors and custom producers, except as may be specifically authorized in this Permit or pursuant to the Temporary Events Ordinance (County Code Chapter 5.36).

4.9 GROUND WATER MANAGEMENT - WELLS

This condition is implemented jointly by the Public Works and PBES Departments:

The permittee shall be required (at the permittee's expense) to record well monitoring data (specifically, static water level no less than quarterly, and the volume of water no less than monthly). Such data will be provided to the County, if the PBES Director determines that substantial evidence¹ indicates that water usage at the winery is affecting, or would potentially affect, groundwater supplies or nearby wells. If data indicates the need for additional monitoring, and if the applicant is unable to secure monitoring access to neighboring wells, onsite monitoring wells may need to be established to gauge potential impacts on the groundwater resource utilized for the project. Water usage shall be minimized by use of best available control technology and best water management conservation practices.

In order to support the County's groundwater monitoring program, well monitoring data as discussed above will be provided to the County if the Director of Public Works determines that such data could be useful in supporting the County's groundwater monitoring program. The project well will be made available for inclusion in the groundwater monitoring network if the Director of Public Works determines that the well could be useful in supporting the program.

In the event that changed circumstances or significant new information provide substantial evidence¹ that the groundwater system referenced in the Use Permit would significantly affect the groundwater basin, the PBES Director shall be authorized to recommend additional reasonable conditions on the permittee, or revocation of this permit, as necessary to meet the requirements of the County Code and to protect public health, safety, and welfare.

¹. Substantial evidence is defined by case law as evidence that is of ponderable legal significance, reasonable in nature, credible and of solid value. The following constitute substantial evidence: facts, reasonable assumptions predicated on facts; and expert opinions supported by facts. Argument, speculation, unsubstantiated opinion or narrative, or clearly inaccurate or erroneous information do not constitute substantial evidence.

- 4.10 **AMPLIFIED MUSIC**
There shall be no amplified sound system or amplified music utilized outside of approved, enclosed, winery buildings.
- 4.11 **TRAFFIC**
To the maximum extent feasible, scheduling of reoccurring vehicle trips to and from the site for employees and deliveries shall not occur during peak travel times: Weekdays 4:30 PM – 5:30 PM; Saturdays 4:00 PM – 5:00 PM; and Sunday 2:15 PM to 3:15 PM. All road improvements on private property required per Engineering Services shall be maintained in good working condition and in accordance with the Napa County Roads and Streets Standards.
- 4.12 **PARKING**
The location of visitor parking and truck loading zone areas shall be identified along with proposed circulation and traffic control signage (if any).

Parking shall be limited to approved parking spaces only and shall not occur along access or public roads or in other locations except during harvest activities and approved marketing events. In no case shall parking impede emergency vehicle access or public roads.
- 4.13 **BUILDING DIVISION – USE OR OCCUPANCY CHANGES**
Please contact the Building Division with any questions regarding the following:

In accordance with the California Building Code (CBC), no change shall be made in the use of occupancy of an existing building unless the building is made to comply with the requirements of the current CBC for a new building.
- 4.14 **FIRE DEPARTMENT – TEMPORARY STRUCTURES**
Please contact the Fire Department with any questions regarding the following:

The permittee and/or designee shall obtain a tent permit from the Fire Department for any temporary structures utilized for authorized marketing events allowed per COA No. 4.3 above.
- 4.15 **NAPA COUNTY MOSQUITO ABATEMENT PROGRAM**
The installation, operation and maintenance of the pond shall be in conformance with the Napa County Mosquito Abatement District's program for eliminating mosquito sources and managing mosquito-breeding areas in order to reduce mosquitoes to a tolerable and healthful level.

4.16 GENERAL PROPERTY MAINTENANCE – LIGHTING, LANDSCAPING, PAINTING, OUTDOOR EQUIPMENT STORAGE, AND TRASH ENCLOSURE AREAS

- a. All lighting shall be permanently maintained in accordance with the lighting and building plans approved by the County. Lighting utilized during harvest activities is exempt from this requirement.
- b. All landscaping and outdoor screening, storage, and utility structures shall be permanently maintained in accordance with the landscaping and building plans approved by the County. No stored items shall exceed the height of the screening. Exterior winery equipment shall be maintained so as to not create a noise disturbance or exceed noise thresholds in the County Code.
- c. The colors used for the roof, exterior walls and built landscaping features of the winery shall be limited to earth tones that will blend the facility into the colors of the surrounding site specific vegetation. The permittee shall obtain the written approval of the Planning Division prior to any change in paint colors that differs from the approved building permit. Highly reflective surfaces are prohibited.
- d. Designated trash enclosure areas shall be made available and properly maintained for intended use.

4.17 NO TEMPORARY SIGNS

Temporary off-site signage, such as “A-Frame” signs, is prohibited.

4.18 COMPLIANCE WITH OTHER DEPARTMENTS AND AGENCIES – OPERATIONAL CONDITIONS

The attached project conditions of approval include all of the following County Divisions, Departments and Agencies’ requirements. Without limiting the force of those other requirements which may be applicable, the following are incorporated by reference as enumerated herein:

- a. Engineering Services Division operational conditions as stated in their Memorandum dated June 8, 2015.
- b. Environmental Health Division operational conditions as stated in their Memorandum dated March 9, 2017(Revised).
- c. Department of Public Works operational conditions as stated in their Memorandums dated June 13, 2017 (Groundwater) and September 27, 2017 (Traffic).
- d. Fire Department operational conditions as stated in their Inter-Office Memo dated June 21, 2017.

The determination as to whether or not the permittee has substantially complied with the requirements of other County Divisions, Departments and Agencies shall

be determined by those County Divisions, Departments or Agencies. The inability to substantially comply with the requirements of other County Divisions, Departments and Agencies may result in the need to modify this permit.

4.19 OPERATIONAL MITIGATION MEASURES **[RESERVED]**

4.20 OTHER CONDITIONS APPLICABLE TO THE OPERATIONAL ASPECTS OF THE PROJECT

a. Transportation Demand Management Program

Prior to commencing winery production operations or visitation activities, the permittee shall implement the transportation demand management programs (the Programs) included as part of the project, which shall include:

1. A program to inform employees of the traffic congestion issues north and south of the project site and to encourage employees to utilize alternative forms of transportation.
2. A schedule requiring arrivals/departures to occur outside of PM peak traffic periods. Peak traffic periods are defined as 4:30 PM and 5:30 PM. weekdays, 4:00 PM and 5:00 PM on Saturdays.
3. A flexible work hour schedule requiring employee work shifts to commence and conclude outside of PM peak traffic periods:
 - a. New Production employees full-time (3):
6:00 AM to 6:00 PM weekday/Saturday (harvest); 9:00 AM to 5:30 PM weekdays (non-harvest)
 - b. New Production employees part-time (2):
6:00 AM to 6:00 PM (harvest) weekday and Saturday
 - c. New hospitality employee (1):
9:00 AM to 6:00 PM (harvest and non-harvest) weekday and weekends
4. A schedule requiring marketing event set up, arrival and departure to occur outside PM peak traffic periods.

b. The parcel shall be limited to: **6.34 acre-feet per year** for all groundwater-consuming activities on the parcel.

c. The existing frontage landscaping located adjacent to Silverado Trail shall be maintained at a maximum height of 4.25 feet per Caltrans Highway Design Manual.

4.21 PREVIOUS CONDITIONS

The permittee shall comply with the following previous conditions of approval for the winery use as consolidated into the attached document as Exhibit A. To the extent there is a conflict between a previous condition of approval identified in the attached document and these conditions, the more stringent condition shall control.

PART III

5.0 PREREQUISITE FOR ISSUANCE OF PERMITS

5.1 PAYMENT OF FEES

No building, grading or sewage disposal permits shall be issued or other permits authorized until all accrued planning permit processing fees have been paid in full. This includes all fees associated with plan check and building inspections, associated development impact fees established by County Ordinance or Resolution, and the Napa County Affordable Housing Mitigation Fee in accordance with County Code.

6.0 GRADING/DEMOLITION/ENVIRONMENTAL/BUILDING PERMIT/OTHER PERMIT PREREQUISITES

Permittee shall comply with the following with the submittal of a grading, demolition, environmental, building and/or other applicable permit applications.

6.1 COMPLIANCE WITH OTHER DEPARTMENTS AND AGENCIES – PLAN REVIEW, CONSTRUCTION AND PREOCCUPANCY CONDITIONS

The attached project conditions of approval include all of the following County Divisions, Departments and Agencies' requirements. The permittee shall comply with all applicable building codes, zoning standards, and requirements of County Divisions, Departments and Agencies at the time of submittal and may be subject to change. Without limiting the force of those other requirements which may be applicable, the following are incorporated by reference as enumerated herein:

- a. Engineering Services Division plan review/construction/preoccupancy conditions as stated in their Memorandum dated June 8, 2015.
- b. Environmental Health Division plan review/construction/preoccupancy conditions as stated in their Memorandum dated March 9, 2017 (Revised).
- c. Department of Public Works plan review/construction/preoccupancy conditions as stated in their Memorandums dated June 13, 2017 (Groundwater) and September 27, 2017 (Traffic).
- d. Fire Department plan review/construction/preoccupancy conditions as stated in their Inter-Office Memo dated June 21, 2017.

The determination as to whether or not the permittee has substantially complied with the requirements of other County Divisions, Departments and Agencies shall be determined by those County Divisions, Departments or Agencies. The inability to substantially comply with the requirements of other County Divisions, Departments and Agencies may result in the need to modify the permit.

6.2 BUILDING DIVISION – GENERAL CONDITIONS

- a. A building permit shall be obtained for all construction occurring on the site not otherwise exempt by the California Building Code (CBC) or any State or local amendment adopted thereto.
- b. If there are any existing structures and/or buildings on the property that will need to be removed to accommodate construction activities, a separate demolition permit shall be required from the Building Division prior to removal. The permittee shall provide a “J” number from the Bay Area Air Quality Management District (BAAQMD) at the time the permittee applies for a demolition permit if applicable.
- c. All areas of newly designed and newly constructed buildings, facilities and on-site improvements must comply with the CBC accessibility requirements, as well as, American with Disability Act requirements when applicable. When alterations or additions are made to existing buildings or facilities, an accessible path of travel to the specific area of alteration or addition shall be provided as required per the CBC.

6.3 LIGHTING – PLAN SUBMITTAL

- a. Two (2) copies of a detailed lighting plan showing the location and specifications for all lighting fixtures to be installed on the property shall be submitted for Planning Division review and approval. All lighting shall comply with the CBC.
- b. All exterior lighting, including landscape lighting, shall be shielded and directed downward, shall be located as low to the ground as possible, shall be the minimum necessary for security, safety, or operations; on timers; and shall incorporate the use of motion detection sensors to the greatest extent practical. All lighting shall be shielded or placed such that it does not shine directly on adjacent properties or impact vehicles on adjacent streets. No flood-lighting or sodium lighting of the building is permitted, including architectural highlighting and spotting. Low-level lighting shall be utilized in parking areas as opposed to elevated high-intensity light standards. Lighting utilized during harvest activities is exempt from this requirement.

6.4 LANDSCAPING – PLAN SUBMITTAL

- a. Two (2) copies of a detailed final landscaping and irrigation plan, including parking details, shall be submitted with the building permit application package for the Planning Division’s review and approval prior to the issuance of any building permit associated with this Use Permit. The plan shall be prepared pursuant to the County’s Water Efficient Landscape Ordinance (Chapter 18.118 of the County Code) requirements in effect at the time of building permit application submittal, as applicable, and shall indicate the names and locations of all plant materials to be used along with their method of maintenance.

- b. Plant materials shall be purchased locally when practical, and to the greatest extent possible, the plant materials shall be the same native plants found in Napa County. The Agricultural Commissioner's office shall be notified of all impending deliveries of live plants with points of origin outside of Napa County.
- c. No trees greater than 6" diameter at breast height shall be removed, except for those identified on the submitted site plan. Any Oak trees removed as a result of the project shall be replaced at a 2:1 ratio and shown on the landscaping plans for the Planning Division's review and approval. Trees to be retained shall be protected during construction by fencing securely installed at the outer most dripline of the tree or trees. Such fencing shall be maintained throughout the duration of the work undertaken in connection with the winery development/construction. In no case shall construction material, debris or vehicles be stored in the fenced tree protection area.
- d. Evergreen screening shall be installed between the industrial portions of the operation (e.g. tanks, crushing area, parking area, etc.) and any off-site residence from which these areas can be viewed.

6.5 COLORS

The colors used for the roof, exterior walls and built landscaping features of the winery shall be limited to earth tones that will blend the facility into the colors of the surrounding site specific vegetation. The permittee shall obtain the written approval of the Planning Division in conjunction with building permit review and/or prior to painting the building. Highly reflective surfaces are prohibited.

6.6 OUTDOOR STORAGE/SCREENING/UTILITIES

- a. Details of outdoor storage areas and structures shall be included on the building and landscape plans. All outdoor storage of winery equipment shall be screened from the view of residences of adjacent properties by a visual barrier consisting of fencing or dense landscaping. No stored item shall exceed the height of the screening. Water and fuel tanks, and similar structures, shall be screened to the extent practical so as to not be visible from public roads and adjacent parcels.
- b. New utility lines required for this project that are visible from any designated scenic transportation route (see Community Character Element of the General Plan and the County Code) shall be placed underground or in an equivalent manner be made virtually invisible from the subject roadway.
- c. Exterior winery equipment shall be located, enclosed or muffled so as not to exceed noise thresholds in the County Code.

6.7 TRASH ENCLOSURES

Adequate area must be provided for collection and loading of garbage and recyclables generated by the project. 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 pedestrian and vehicle access needed for the collection site. The garbage and recycling enclosure shall meet the minimum enclosure requirements established by staff and the franchised hauler, which shall be included in the building permit submittal.

6.8 ADDRESSING

All project site addresses shall be determined by the PBES Director, and be reviewed and approved by the United States Post Office. The PBES Director reserves the right to issue or re-issue an appropriate situs address at the time of issuance of any building permit to ensure proper identification and sequencing of numbers. For multi-tenant or multiple structure projects, this includes building permits for later building modifications or tenant improvements.

6.9 HISTORIC RESOURCES **[RESERVED]**

6.10 DEMOLITION ACTIVITIES **[RESERVED]**

6.11 VIEWSHED – EXECUTION OF USE RESTRICTION **[RESERVED]**

6.12 PERMIT PREREQUISITE MITIGATION MEASURES **[RESERVED]**

6.13 PARCEL CHANGE REQUIREMENTS **[RESERVED]**

6.14 FINAL MAPS **[RESERVED]**

6.15 OTHER CONDITIONS APPLICABLE TO THE PROJECT PERMITTING PROCESS **[RESERVED]**

7.0 PROJECT CONSTRUCTION

Permittee shall comply with the following during project construction:

7.1 **SITE IMPROVEMENTS**

Please contact Engineering Services with any questions regarding the following.

a. **GRADING AND SPOILS**

All grading and spoils generated by construction of the project facilities shall be managed per Engineering Services direction. Alternative locations for spoils are permitted, subject to review and approval by the PBES Director, when such alternative locations do not change the overall concept, and do not conflict with any environmental mitigation measures or conditions of approval.

b. DUST CONTROL

Water and/or dust palliatives shall be applied in sufficient quantities during grading and other ground disturbing activities on-site to minimize the amount of dust produced. Outdoor construction activities shall not occur when average wind speeds exceed 20 mph.

c. AIR QUALITY

During all construction activities the permittee shall comply with the most current version of BAAQMD Basic Construction Best Management Practices including but not limited to the following, as applicable:

1. Post a publicly visible sign with the telephone number and person to contact at the lead agency regarding dust complaints. The BAAQMD's phone number shall also be visible.
2. Water all exposed surfaces (e.g., parking areas, staging areas, soil piles, grading areas, and unpaved access roads) two times per day.
3. Cover all haul trucks transporting soil, sand, or other loose material off-site.
4. Remove all visible mud or dirt traced onto adjacent public roads by using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
5. All vehicle speeds on unpaved roads shall be limited to 15 mph.
6. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
7. Idling times shall be minimized either by shutting off equipment when not in use or reducing the maximum idling time to five (5) minutes (as required by State Regulations). Clear signage shall be provided for construction workers at all access points.
8. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified visible emissions evaluator. Any portable engines greater than 50 horsepower or associated equipment operated within the BAAQMD's jurisdiction shall have either a California Air Resources Board (ARB) registration Portable Equipment Registration Program (PERP) or a BAAQMD permit. For general information regarding the certified visible emissions evaluator or the registration program, visit the ARB FAQ http://www.arb.ca.gov/portable/perp/perpfact_04-16-15.pdf or the PERP website <http://www.arb.ca.gov/portable/portable.htm>.

- d. **STORM WATER CONTROL**
The permittee shall comply with all construction and post-construction storm water pollution prevention protocols as required by the County Engineering Services Division, and the California Regional Water Quality Control Board.

7.2 **ARCHEOLOGICAL FINDING**

In the event that archeological artifacts or human remains are discovered during construction, work shall cease in a 50-foot radius surrounding the area of discovery. The permittee shall contact the PBES Department for further guidance, which will likely include the requirement for the permittee to hire a qualified professional to analyze the artifacts encountered and to determine if additional measures are required.

If human remains are encountered during project development, all work in the vicinity must be halted, and the Napa County Coroner informed, so that the Coroner can determine if an investigation of the cause of death is required, and if the remains are of Native American origin. If the remains are of Native American origin, the permittee shall comply with the requirements of Public Resources Code Section 5097.98.

7.3 **CONSTRUCTION NOISE**

Construction noise shall be minimized to the greatest extent practical and feasible under State and local safety laws, consistent with construction noise levels permitted by the General Plan Community Character Element and the County Noise Ordinance. Construction equipment muffling and hours of operation shall be in compliance with the County Code. Equipment shall be shut down when not in use. Construction equipment shall normally be staged, loaded, and unloaded on the project site, if at all practicable. If project terrain or access road conditions require construction equipment to be staged, loaded, or unloaded off the project site (such as on a neighboring road or at the base of a hill), such activities shall only occur daily between the hours of 8 am to 5 pm.

7.4 **CONSTRUCTION MITIGATION MEASURES [RESERVED]**

7.5 **OTHER CONSTRUCTION CONDITIONS APPLICABLE TO THE PROJECT PROPOSAL [RESERVED]**

8.0 TEMPORARY CERTIFICATE OF OCCUPANCY - PREREQUISITES

A Temporary Certificate of Occupancy (TCO) may be granted pursuant to the County Code to allow the commencement of production activities prior to completion of all project improvements. Permittee shall comply with the following before a TCO is granted:

8.1 **TEMPORARY OCCUPANCY**

All life and safety conditions shall be addressed prior to issuance of a TCO by the County Building Official. TCOs shall not be used for the occupancy of hospitality buildings and shall not exceed the maximum time allowed by the County Code which is 180 days. Departments and/or agencies with jurisdiction over the project

are authorized as part of the TCO process to require a security deposit or other financial instrument to guarantee completion of unfinished improvements.

9.0 FINAL CERTIFICATE OF OCCUPANCY – PREREQUISITES

Permittee shall comply with the following before a Final Certificate of Occupancy is granted by the County Building Official, which upon granting, authorizes all use permit activities to commence.

9.1 FINAL OCCUPANCY

All project improvements, including compliance with applicable codes, conditions, and requirements of all Departments and Agencies with jurisdiction over the project, shall be completed.

9.2 SIGNS

Detailed plans, including elevations, materials, color, and lighting for any winery identification or directional signs shall be submitted to the Department for administrative review and approval prior to installation. Administrative review and approval is not required if signage to be installed is consistent with signage plans submitted, reviewed and approved as part of this permit approval. All signs shall meet the design standards as set forth in the County Code. At least one legible sign shall be placed at the property entrance with the words "Tours and Tasting by Prior Appointment Only" to inform the public of same. Any off-site signs allowed shall be in conformance with the County Code.

9.3 GATES/ENTRY STRUCTURES

Any gate installed at the winery entrance shall be reviewed by the PBES Department and the Fire Department to assure that the design allows large vehicles, such as motorhomes, to turn around if the gate is closed without backing into the public roadway, and that fire suppression access is available at all times. If the gate is part of an entry structure an additional permit shall be required pursuant to the County Code and in accordance with the Napa County Roads and Street Standards. A separate entry structure permit is not required if the entry structure is consistent with entry structure plans submitted, reviewed, and approved as part of this permit approval.

9.4 LANDSCAPING

Landscaping shall be installed in accordance with the approved landscaping plan.

9.5 ROAD OR TRAFFIC IMPROVEMENT REQUIREMENTS

The permittee shall construct a left turn lane on Silverado Trail prior to commencement of the additional requested marketing activities or the issuance of the Final Certificate of Occupancy for the winery building addition. The design of the left turn lane shall be submitted to the Public Works Department for review and approval. The left turn lane shall be designed in substantial conformance with the submitted site plan, and other submittal materials and shall comply with all requirements of the County Code and Napa County Road and Street Standards.

- 9.6 DEMOLITION ACTIVITIES **[RESERVED]**
- 9.7 GRADING SPOILS
All spoils shall be removed in accordance with the approved grading permit and/or building permit.
- 9.8 MITIGATION MEASURES APPLICABLE PRIOR TO ISSUANCE OF A FINAL CERTIFICATE OF OCCUPANCY **[RESERVED]**
- 9.9 OTHER CONDITIONS APPLICABLE PRIOR TO ISSUANCE OF A FINAL CERTIFICATE OF OCCUPANCY **[RESERVED]**

EXHIBIT A

**REYNOLDS FAMILY WINERY
APPLICATION NUMBER P14-00334
3266 SILVERADO TRAIL, NAPA 94558
APN #039-610-002**

PREVIOUS CONDITIONS

- 4.21 The permittee shall comply with the following previous conditions of approval for the winery use as consolidated in this document. To the extent there is a conflict between a previous condition of approval identified in this document and the Recommended Conditions of Approval, the more stringent condition shall control.

A. USE PERMIT NO. 99386-UP

COA NO. 3

~~The permittee shall submit three copies of a detailed landscaping, fencing, and parking plan for the winery to the Department for review and approval indicating names and locations of plant materials, method of maintenance, the location of the off-street parking spaces, and to specify the location of any fencing or plant materials which will provide adequate screening of any outdoor storage areas. Said plan is to be submitted prior to issuance of any building permit. No building permit shall be issued until a landscaping, fencing and parking plan has been approved by the Department. Landscaping shall be incorporated into the project to provide screening of the winery building to the greatest extent possible from existing adjacent residences. Landscaping, fencing, and parking are to be completed prior to final occupancy. [COMPLETED]~~ Landscaping shall be permanently maintained in accordance with the approved landscape plan. The permittee shall select plants which grow at a rapid rate and shall utilize evergreens to the maximum extent possible so as to enhance their effectiveness as screening materials.

COA NO. 4

~~Six (6) off-street parking spaces on a dust-free all-weather surface approved by the Public Works Department shall be provided. [REVISED BY NEW CONDITION #1]~~ No winery-related parking shall be allowed on Silverado Trail nor in neighboring driveways. Parking shall not impede emergency vehicle access to the winery. If at any time bus transport is contemplated for winery events, they shall be mini-buses with a 24-persons maximum capacity. Any buses shall turn off their engines while waiting for passengers.

COA NO. 5

All winery functions shall occur within the winery building, with the exception of crushing activities. Except for crushing equipment, all winery production equipment shall be located inside the winery building. The crushing equipment and any materials stored outside the winery building shall be confined to the footprint of the covered crush pad, and shall be screened from view of Silverado Trail and adjacent properties by a visual

barrier consisting of fencing and/or dense landscaping. No open storage is to exceed the height of the screening.

COA NO. 13.

The permittee shall comply with 4 Mitigation Measures described in the Project Revision Statement signed by the applicant dated March 31, 2000.

COA NO. 15

All grape pomace produced by winery operations, if not disposed off-site, shall be composted, spread out and worked into the ground to minimize odor. Any raw pomace shall be deposited only on portions of the property east of the existing reservoir.

MITIGATION MEASURE NO.1 & 2: AESTHETICS (nighttime lighting)

1. Landscaping shall be incorporated into the project to provide screening of the winery building to the greatest extent possible from adjacent residences.
2. All exterior lighting shall be shielded and directed downward, shall be located as low to the ground as possible, and shall be the minimum necessary for security, safety or operations, incorporating the use of motion detection lighting to the greatest extent possible.

A. MINOR MODIFICATION NO P12-00167-MOD

COA NO. 1 - SCOPE

This permit shall be limited to:

- Recognition of the winery floor plan that was authorized by the original building permit;
- The construction of a 2028 square foot covered crush pad;
- Construct a 426 square foot private tasting room within existing footprint; and
- Adding AB 2004 on-site wine consumption within existing visitor designated areas; and
- NO other changes are approved as part of this permit.
- The site improvements shall be designed in substantial conformance with the submitted site plan, except as modified by these conditions of approval. It is the responsibility of the applicant to communicate the requirements of these conditions to all designers, contractors, and employees to ensure compliance is achieved. Any expansion or change in use, or project changes, which are necessitated by the requirements of other department or agencies, are subject to further County approval.

COA NO. 4 4. - PREVIOUS CONDITIONS/MITIGATION MEASURES:

The permittee shall comply with all applicable conditions of approval and mitigation measures which were included in the previously approved use permits and use permit modifications. To the extent there is a conflict between this modification and any prior use permit or modification, this modification and these conditions of approval shall control.



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Department of Public Works

1195 Third Street, Suite 201
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Main: (707) 253-4351
Fax: (707) 253-4627

Steve Lederer
Director

GROUNDWATER MEMORANDUM

DATE: June 13, 2017

TO: Planning, Building, and Environmental Services

FROM: Steven Lederer, Director 
Phone: 707-259-8228
Email: steven.lederer@countyofnapa.org

SUBJECT: Reynolds Family Winery, APN# 039-610-002, P14-00334 – Revision

The applicant requests to expand production of an existing winery from 20,000 gpy to 40,000 gpy as well as increased visitation and marketing. The project is located on Silverado Trail in Napa, CA, just south of Soda Canyon Rd. The project parcel is not located in the groundwater deficient Milliken-Sarco-Tulocay region, but is located in a special study of the Napa Valley, which indicates the need for caution, and for best management practices, to be implemented on this project.

COMMENTS:

1. The existing use on the 13.45 acre parcel is estimated to consume 6.70 acre-feet of groundwater per year, based on estimates from the applicant's engineer. Estimates are used because the wells on the property are not currently metered.
2. The parcel currently contains a primary and secondary residence, a winery, vineyard, and significant residential landscaping.
3. We have reviewed the water availability analysis (Bartelt—November 2016-revised) for the project parcel. The 13.45 acre parcel is located on the valley floor, but in a special study area, so designated because of concerns over potential groundwater depletion in this area. In order to ensure "a no significant impact" under CEQA the project must demonstrate a "no net increase" in groundwater usage.

The existing usage has been estimated at 6.70 AF/Year, and the project as proposed estimates water use will be 6.68 AF/year. This reduction is proposed to be achieved primarily through reduction in watering of the vineyard on the property.

4. We believe that it is possible for the proposed project to not have a significant impact on groundwater levels or agriculture in the groundwater basin, since the project proposes to decrease overall water use on the property. Given that the current water use amount is based on estimates (due to the applicant's decision not to install meters previously), Public Works is recommending that a buffer be established between the current use estimates and the planned use after approval, and that a careful monitoring program be implemented to ensure compliance with these conditions.

RECOMMENDED CONDITIONS:

1. We believe it is possible to keep water use at a minimum, and below that proposed by the applicant, with the use of best available technology and best management water conservation practices. These practices include the use of sprinkler timers, xeriscape landscaping techniques, bubblers and drip irrigation, and avoiding broadcast sprinklers to the greatest extent possible in areas of landscaping. Best management practices also require that the applicant utilize water efficient appliances and fixtures throughout the existing and proposed residences and winery. With these best management practices in place and with the use of best available technology, we believe that it will possible to accomplish the project, and stay at a reasonable threshold for the parcel.
 - a. The applicant shall apply best available technology and best management water conservation practices throughout the parcel.
 - b. The applicant shall apply best management water conservation practices where possible in the structures on site. This includes but is not limited to the installation of low flow fixtures and appliances.
 - c. The parcel shall be limited to the projected use for all water consuming activities on the parcel listed in the application: **6.34 acre-feet per year**.
 - d. The applicant shall install a meter on ALL wells serving the parcel. The meters shall be placed in a location that will allow for the measurement of ALL groundwater used on the project parcel. The location and the configuration of the installation of the meter shall conform to a drawing prepared by the applicant and reviewed and approved by the Director of Public Works prior to installation.
 - e. As a groundwater consuming activity already exists on the property, meter installation and monitoring shall begin immediately.
 - f. For the first twelve months of operation under the use permit, the applicant shall read the meters at the beginning of each month and provide the data to the Public Works Director monthly. If the water usage on the property exceeds, or is on track to exceed, 6.34 acre ft. per year, or if the applicant fails to report, additional reviews and analysis at the applicant's expense shall be required.
 - g. The applicant's wells shall be included in the Napa County Groundwater Monitoring program if the County finds the wells suitable.

- h. At the completion of the reporting period per f. above, and so long as the water usage is within the 6.34 acre-ft limited as specified above, the applicant may begin the following meter reading schedule:
 - i. On or near the first day of each month the owner shall read the water meter, and provide the data to the Public Works Director during the first weeks of April and October. The Public Works Director, or his designated representative, has the right to access and verify the operation and readings of the meters during regular business hours.



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Napa County Fire Department
Fire Marshal's Office
2721 Napa Valley Corporate Drive
Napa, CA 94558

Office: (707) 299-1464
Direct: (707) 299-1463

James Bales
Assistant Fire Marshal

MEMORANDUM

TO: Wyntriss Balcher
Planning Division

DATE: **June 21, 2017**

FROM: James Bales
Fire Department

SUBJECT: **P14-00334 Reynolds Family Vineyards** APN: **039-610-002**

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. Separate submittals required for Underground Fire Lines, Fire Pump, Automatic Fire Sprinklers, Fire Alarm Systems, Kitchen Hood Extinguishing Systems.
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. 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 Table B105.2 through Table 105.4 of the Napa County Code Amendments.
6. Commercial - Approved steamer hydrants shall be installed within 250 feet of any exterior portion of the building as measured along vehicular access roads. Private fire service mains shall be installed, tested and maintained per NFPA 24 2013 edition.

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 Cave Development Guidelines can be found @ www.countyofnapa.org/firemarshal. Should you have any questions of me, contact me at (707)299-1463 or email at james.bales@fire.ca.gov.



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Department of Public Works

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Steven Lederer
Director

MEMORANDUM

To: PBES Staff	From: Mike Hawkins Interim Transportation Engineer
Date: September 27, 2017	Re: Reynolds Family Winery P14-00334

Thank you for the opportunity to review the subject permit application. I offer the following comments from the Department of Public Works:

I have reviewed the Traffic Impact Report dated September 22, 2017 and prepared by Crane Transportation Group to describe the potential impacts on the transportation network in the vicinity of the Reynolds Family Winery proposed project site. The report adequately addresses all potential impacts to the nearby transportation network. I agree with all assumptions and conclusions reached in the report.

Recommended Conditions of Approval:

1. Vegetation along the Project's Silverado Trail frontage should be maintained so not to interfere with sight lines for drivers turning from the project driveway.
2. All marketing events should not occur during peak traffic periods (3 PM – 6 PM).
3. Left-turn lane should be planned and constructed in coordination with adjacent roadway improvements.

Left-Turn Lane required. The project as proposed meets the warrants for installation of a left-turn lane on Silverado Trail at the project access driveway. The improvements shall be constructed in compliance with the Napa County Road & Street Standards. The left-turn lane should be planned and constructed in coordination with recent plans for nearby roadway improvements.

Encroachment Permit required. An encroachment permit will be required for the construction of the left-turn lane improvements. Please contact the Roads office at (707) 944-0196 to initiate the encroachment permit process.

More information on these is available at our website:
<http://www.countyofnapa.org/publicworks/roads/>

Please contact me at Michael.Hawkins@countyofnapa.org or call (707) 259-8279 if you have questions or need additional information.