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## Application Materials

# NAPA COUNTY

Planning, Building, and Environmental Services



A Tradition of Stewardship  
A Commitment to Service

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## USE PERMIT APPLICATION

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### ***Before you file an application...***

Before you submit your application materials, and generally as early in the process as possible, give the Planning Division a call at 707.253.4417 or send us an email at [planning@countyofnapa.org](mailto:planning@countyofnapa.org) to schedule a Pre-Application Review Meeting. Pre-Application Meetings (or Pre-Apps) give you an opportunity to get initial feedback from County staff, to discuss the specific items which will need to be included in your submittal, and (as necessary) to review the property's history and the County's environmental sensitivity mapping. Pre-Application Meetings are a required part of the use permit application process; they also help the County provide you with a more thorough and efficient review.

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*\*These sheets are informational and are for your use/records. They need not be returned to the County with your application materials*



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## Checklist of Required Application Materials

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*Please make sure that the following documents are complete and legible. Consistent with the State Permit Streamlining Act and Departmental policy, the Planning, Building and Environmental Services Department will make an application completeness determination within thirty days of application submittal and the payment of all required initial fees.*

☐ **Pre-Application Review Meeting with Planning Division Staff**

Please call Supervising Planner Charlene Gallina at (707) 299-1355 or via email at [charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org) to schedule.

☐ **Use Permit Application**

The attached Use Permit Application forms must be completed in full and signed by the property owner or their authorized agent. Corporations, partnerships, and the like have special signature requirements as follows:

**Corporations (whether for- or non-profit)**

The chairman of the board OR the president or vice president AND either the secretary, assistant secretary, chief financial officer, or treasurer. Alternately, the application may be signed by any person who is authorized to do so by a corporate resolution (a copy of the resolution should be provided).

**General Partnership**

Any partner of the general partnership.

**Limited Partnership**

A general partner of the limited partnership.

**Association**

The president or general manager of the association.

☐ **Application Fee**

Total Fees will be based on actual time and materials. A deposit (amount of deposit will be determined at the Pre Application meeting) in the amount of \$\_\_\_\_\_, check made payable to County of Napa.

☐ **To-Scale Plans**

Submit five 24" X 36", one 11" x 17" (or half-scale), and one 8½" x 11" copies of plans indicating the following. All plans must be to an identified architect's or engineer's scale and should legibly and comprehensively include the following details:

1. Name, address, and phone number of the owner of record, applicant, engineer, architect, and other project consultants as relevant.
2. Assessor's parcel numbers for all depicted parcels, north arrow (whenever possible, north should be at the top of the sheet), and graphic map scale.
3. Date of plan preparation (*revised plans must be clearly indicated with a new date and marked "revised"*)

4. All property lines of the subject parcel(s) and the dimensions thereof.
5. Location and names of all streets and right-of-ways serving the parcel(s).
6. Topography and elevation information in sufficient detail to properly assess the relationship of the proposed project and/or use to sea level and the contour of the land. Total project cut, fill, and off-haul should be indicated.
7. Location and top-of-bank of all ponds and/or reservoirs on or directly adjacent to the parcel(s).
8. Existing and proposed drainage patterns, drainage courses, and any other drainage improvements.
9. Limits of the FEMA 100-year floodplain and/or floodway if any portion of the parcel(s) is located within a mapped flood zone.
10. Location, dimensions, property-line setbacks, and road setbacks (as applicable) of all existing and proposed improvements, including, without limitation: all existing and proposed structures, caves, waste disposal systems, septic system reserve areas, wells, access roads, parking areas, ADA parking spaces, and outdoor work areas (whether covered or uncovered).
11. If the project requests a modification to the County's Road and Street Standards- detailed information on the proposed modification and its environmental context.
12. Location and dimensions of the proposed solid waste and recycling storage area.
13. Location and dimensions of all existing and proposed easements.
14. The areas (if any) that will be landscaped, with a description of the plant varieties, size and location of the materials to be planted and a description of proposed irrigation. The total square footage of proposed landscape areas should be indicated. Note- *projects exceeding 5,000 sq.ft. (residential) or 2,500 sq. ft. (non-residential) of landscaping are subject to additional Water Efficient Landscape Ordinance requirements.*
15. All existing trees with diameters at breast height (dbh) ≥ 6", with dbh, species, and whether the tree is to be removed or preserved indicated for each.
16. Temporary and/or permanent grading spoils storage/disposal areas.

**IF YOUR PROJECT IS A WINERY**, please also submit a single 24" X 36" copy of plans indicating the following. All plans must be to an identified architect's or engineer's scale and should legibly and comprehensively include the following details:

17. Marked-up site plan(s) showing existing and proposed "winery development area" and "winery coverage" in square feet. Please show your work and see the *Supplemental Application for Winery Uses* for definitions.



☐ **To-Scale Floor Plans**

Submit five 24" X 36", one 11" x 17" (or half-scale), and one 8½" x 11" copies of all floor plans. All plans must be to an identified scale and should clearly indicate existing and proposed conditions. Floor plans should legibly and comprehensively include the following details:

1. Dimensions and area of all rooms, hallways, and covered or partially enclosed outdoor areas.
2. Use of each area within each structure.
3. Location of emergency exits.

**IF YOUR PROJECT IS A WINERY**, please also submit a single 24" X 36" copy of plans indicating the following. All plans must be to an identified architect's or engineer's scale and should legibly and comprehensively include the following details:

4. Marked-up plan(s) showing existing and proposed interior and exterior "production area" and "accessory area" in square feet. Please show your work and see p. 11 for definitions.

☐ **To-Scale Building Elevations**

Submit five 24" X 36", one 11" x 17" (or half-scale), and one 8½" x 11" copies of all elevations. Elevations should be to an identified architect's or engineer's scale and should clearly indicate the following existing and proposed information. If no elevation changes are proposed, photographs may be submitted in the place of scaled elevations.

1. All relevant dimensions.
2. Exterior materials.
3. Exterior colors.
4. Existing grade.
5. Finished grade.
6. Finished floor level.
7. Building height consistent with Figure 209-1 of the 1997 *UBC Handbook*.

☐ **Site photographs**

Submit color photographs of the site and its vicinity adequate to depict existing conditions at the time of application submittal.

☐ **Water Supply & Waste Disposal Information**

1. For projects using groundwater- Engineering Division Phase 1 water study, please refer to and complete the Water Availability Analysis
2. For projects served by a water utility- Water service will-serve letter.
3. For projects served by a sewerage utility- Sewage disposal will-serve letter.

☐ **Digital copies**

Submit digital copies (Adobe PDF format) of all submitted information, including all forms, reports, plans, elevations, and/or photos. **Digital copies must also be submitted with any and all revisions or resubmittals.**

☐ **Technical Studies**

The following studies are generally required unless waived by County Planning Staff at or following a Pre-Application Review Meeting. Please see County Planning Staff for a list of pre-qualified consultants.

1. Traffic Study
2. Archeological/Cultural Resources Study
3. Historic Resources Study
4. Biological Study – Includes Spring Botanical Survey
5. Special Studies (The following may be required on a project-specific basis at the discretion of the Planning Director.)
  - \_\_\_\_\_ Noise Study
  - \_\_\_\_\_ Aviation Compatibility Study
  - \_\_\_\_\_ Visual Impacts Study (Generally includes photographic simulations)
  - \_\_\_\_\_ Geological/Geotechnical Hazard Report
  - \_\_\_\_\_ Hydrology (runoff pre- and post-project) Analysis
  - \_\_\_\_\_ Hydraulic (flood impact) Analysis
  - \_\_\_\_\_ Other: \_\_\_\_\_
  - \_\_\_\_\_ Other: \_\_\_\_\_

☐ **Additional Information Required by the Environmental Health;**

1. Soil Evaluation Report if an on-site septic system is proposed.
2. Engineering Feasibility Report if an on-site pond system or engineered septic system is proposed OR if peak waste flows exceed 1,500 gallons per day.
3. Water System Feasibility Report if the water supply system will serve 25 or more people inclusive of employees, visitors, and residents or if kitchen is proposed. See enclosed handout.
4. Water and/or Sewage Disposal Easement if an off-site spring, well, reservoir, storage tank, or individual sewage disposal system is proposed.
5. Completed Business Activities form, enclosed.
6. Solid Waste & Recycling Storage area location and size included on overall site plan. See guidelines at [www.countyofnapa.org/DEM/](http://www.countyofnapa.org/DEM/).
7. Cave setback plan if a cave is proposed. See enclosed handout.

☐ **Please Note**

While this checklist includes all information generally required to process a Use Permit application, it is primarily focused on winery uses. Additional information may be required at the discretion of the Planning, Building, and Environmental Services Director, and in particular in those cases where non-winery commercial uses (such as restaurants) are proposed. **The Planning Division will make every effort to identify any additional required information at or directly following the Pre-application Review Meeting.**



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file No \_\_\_\_\_

**Napa County**  
**Planning, Building, and Environmental Services**  
1195 Third Street, Suite 210, Napa, California, 94559 phone (707) 253-4417  
web [www.countyofnapa.org](http://www.countyofnapa.org) email [planning@countyofnapa.org](mailto:planning@countyofnapa.org)

**Use Permit Application**

*To be completed by Planning staff...*

Application Type: \_\_\_\_\_

Date Submitted: \_\_\_\_\_ Resubmittal(s): \_\_\_\_\_ Date Complete: \_\_\_\_\_

Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Application Fee Deposit: \$ \_\_\_\_\_ Receipt No. \_\_\_\_\_ Received by: \_\_\_\_\_ Date: \_\_\_\_\_

*\*Total Fees will be based on actual time and materials*

*To be completed by applicant...*

Project Name: SHANTI WINES

Assessor's Parcel No: 057-270-013-000 Existing Parcel Size: 1500 SQFT ac.

Site Address/Location: 194 CAMINO ORUGA #9 NAPA CA. 94558  
No. Street City State Zip

Primary Contact: ☒ Owner ☐ Applicant ☐ Representative (attorney, engineer, consulting planner, etc.)

Property Owner: RAY SHARMA

Mailing Address: 2551 SAN RAMON VALLEY BLVD #107-A SAN RAMON, CA. 94583  
No. Street City State Zip

Telephone No: (510) 728-7653 E-Mail: RAY@SHANTIWINES.COM

Applicant (if other than property owner): SHANTI WINES, LLC

Mailing Address: 2551 SAN RAMON VALLEY BLVD #107-A SAN RAMON, CA. 94583  
No. Street City State Zip

Telephone No: (510) 728-7653 E-Mail: RAY@BAYREALTOR.COM

Representative (if applicable): N/A

Mailing Address: N/A  
No. Street City State Zip

Telephone No: ( ) N/A E-Mail: N/A



## Use Permit Information Sheet

### Use

Narrative description of the proposed use (please attach additional sheets as necessary):

THIS REQUEST IS FOR WINERY USE PERMIT.  
THE PROPOSED PROJECT IS FOR GENERAL USE  
PERMIT FOR MEDIUM WINE PRODUCTION.

What, if any, additional licenses or approvals will be required to allow the use?

District N/A

Regional \_\_\_\_\_

State \_\_\_\_\_

Federal ABC

### Improvements

Narrative description of the proposed on-site and off-site improvements (please attach additional sheets as necessary):

INSTALL STAINLESS STEEL WINE TANKS,  
A CRUSH PAD AND WINERY SIGNAGE.

## Improvements, cont.

Total on-site parking spaces:

52 existing

\_\_\_\_\_ proposed

Loading areas:

1 existing

1 proposed

Fire Resistivity (check one; if not checked, Fire Marshal will assume Type V – non rated):

☐ Type I FR

☐ Type II 1 Hr

☐ Type II N (non-rated)

☐ Type III 1 Hr

☐ Type III N

☐ Type IV H.T. (Heavy Timber)

☐ Type V 1 Hr.

☒ Type V (non-rated)

(for reference, please see the latest version of the California Building Code)

Is the project located in an Urban/Wildland Interface area?

☐ Yes

☒ No

Total land area to be disturbed by project (include structures, roads, septic areas, landscaping, etc): N/A acres

## Employment and Hours of Operation

Days of operation:

DAILY existing

DAILY proposed

Hours of operation:

9:00AM-5PM existing

9:00AM-5PM proposed

Anticipated number of employee shifts:

1 existing

1 proposed

Anticipated shift hours:

8 existing

SAME proposed

Maximum Number of on-site employees:

☒ 10 or fewer

☐ 11-24

☐ 25 or greater (specify number) \_\_\_\_\_



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## Certification and Indemnification

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Applicant certifies that all the information contained in this application, including all information required in the Checklist of Required Application Materials and any supplemental submitted information including, but not limited to, the information sheet, water supply/waste disposal information sheet, site plan, floor plan, building elevations, water supply/waste disposal system site plan and toxic materials list, is complete and accurate to the best of his/her knowledge. Applicant and property owner hereby authorize such investigations including access to County Assessor's Records as are deemed necessary by the County Planning Division for preparation of reports related to this application, *including the right of access to the property involved.*

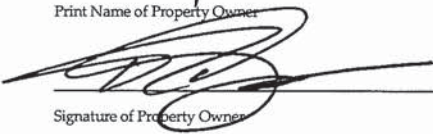
Pursuant to Chapter 1.30 of the Napa County Code, as part of the application for a discretionary land use project approval for the project identified below, Applicant agrees to defend, indemnify, release and hold harmless Napa County, its agents, officers, attorneys, employees, departments, boards and commissions (hereafter collectively "County") from any claim, action or proceeding (hereafter collectively "proceeding") brought against County, the purpose of which is to attack, set aside, void or annul the discretionary project approval of the County, or an action relating to this project required by any such proceeding to be taken to comply with the California Environmental Quality Act by County, or both. This indemnification shall include, but not be limited to damages awarded against the County, if any, and cost of suit, attorneys' fees, and other liabilities and expenses incurred in connection with such proceeding that relate to this discretionary approval or an action related to this project taken to comply with CEQA whether incurred by the Applicant, the County, and/or the parties initiating or bringing such proceeding. Applicant further agrees to indemnify the County for all of County's costs, attorneys' fees, and damages, which the County incurs in enforcing this indemnification agreement.

Applicant further agrees, as a condition of project approval, to defend, indemnify and hold harmless the County for all costs incurred in additional investigation of or study of, or for supplementing, redrafting, revising, or amending any document (such as an EIR, negative declaration, specific plan, or general plan amendment) if made necessary by said proceeding and if the Applicant desires to pursue securing approvals which are conditioned on the approval of such documents.

In the event any such proceeding is brought, County shall promptly notify the Applicant of the proceeding, and County shall cooperate fully in the defense. If County fails to promptly notify the Applicant of the proceeding, or if County fails to cooperate fully in the defense, the Applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the County. The County shall retain the right to participate in the defense of the proceeding if it bears its own attorneys' fees and costs, and defends the action in good faith. The Applicant shall not be required to pay or perform any settlement unless the settlement is approved by the Applicant.

RAY SHARMA

Print Name of Property Owner



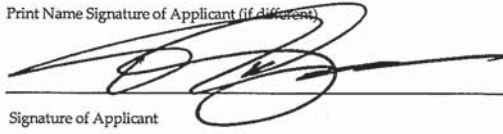
Signature of Property Owner

12/18/19

Date

SHANTI WINES

Print Name Signature of Applicant (if different)



Signature of Applicant

12/18/19

Date

## Supplemental Application for Winery Uses

### Operations

Please indicate whether the activity or uses below are already legally **EXISTING**, whether they exist and are proposed to be **EXPANDED** as part of this application, whether they are **NEWLY PROPOSED** as part of this application, or whether they are neither existing nor proposed (**NONE**).

Retail Wine Sales	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Tours and Tasting- Open to the Public	<input checked="" type="checkbox"/> Existing			
Tours and Tasting- By Appointment	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Tours and Tastings	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Marketing Events*	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Marketing Events	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Will food be prepared...		<input type="checkbox"/> On-Site?	<input checked="" type="checkbox"/> Catered?	
Public display of art or wine-related items	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None

\* For reference please see definition of "Marketing," at Napa County Code §18.08.370 - <http://library.municode.com/index.aspx?clientId=16513>

### Production Capacity \*

Please identify the winery's...

Existing production capacity: N/A gal/y Per permit No: N/A Permit date: N/A

Current maximum actual production: N/A gal/y For what year? N/A

Proposed production capacity: MAXIMUM ALLOWED gal/y

\* For this section, please see "Winery Production Process," at page 11.

### Visitation and Hours of Operation

Please identify the winery's...

Maximum daily tours and tastings visitation:	<u>N/A</u> existing	<u>12</u> proposed
Average daily tours and tastings visitation <sup>1</sup> :	<u>N/A</u> existing	<u>12</u> proposed
Visitation hours (e.g. M-Sa, 10am-4pm):	<u>N/A</u> existing	<u>10 am - 6 pm</u> proposed
Non-harvest Production hours <sup>2</sup> :	<u>N/A</u> existing	<u>9 am - 6 pm</u> proposed

<sup>1</sup> Average daily visitation is requested primarily for purposes of environmental review and will not, as a general rule, provide a basis for any condition of approval limiting allowed winery visitation.

<sup>2</sup> It is assumed that wineries will operate up to 24 hours per day during crush.



## Grape Origin

All new wineries and any existing (pre-WDO) winery expanding beyond its winery development area must comply with the 75% rule and complete the attached "Initial Statement of Grape Source". See Napa County Code §18.104.250 (B) & (C).

## Marketing Program

Please describe the winery's proposed marketing program. Include event type, maximum attendance, food service details, etc. Differentiate between existing and proposed activities. (Attach additional sheets as necessary.)

TASTINGS : 12 PER DAY  
WINE EVENTS: 2-4 PER MONTH  
WINE CLUB EVENT: 4 PER YEAR

## Food Service

Please describe the nature of any proposed food service including type of food, frequency of service, whether prepared on site or not, kitchen equipment, eating facilities, etc. Please differentiate between existing and proposed food service. (Attach additional sheets as necessary.)

CATERING FOR WINE CLUB EVENTS/SPECIAL  
EVENTS



## Definitions

The below are paraphrased from County Code, please see referenced code sections for full text.

- Winery Development Area** – All aggregate paved or impervious or semi-permeable ground surface areas of the production facility which includes all storage areas (except caves), offices, laboratories, kitchens, tasting rooms and paved parking areas for the exclusive use of winery employees. *See Napa County Code §18.104.210*
- Winery Coverage** – The total square foot area of all winery building footprints, all aggregate paved or impervious ground surface areas of the production facility which includes all outside work, tank and storage areas (except caves); all paved areas including parking and loading areas, walkways, and access driveways to public or private roads or rights-of-way; and all above-ground wastewater and run-off treatment systems. *See Napa County Code §18.104.220*
- Production Facility** – (For the purpose to calculate the maximum allowable accessory use) The total square footage of all winery crushing, fermenting, bottling, bulk and bottle storage, shipping, receiving, laboratory, equipment storage and maintenance facilities, and employee-designated restrooms but does not include wastewater treatment or disposal areas which cannot be used for agricultural purposes. *See Napa County Code §18.104.200*
- Accessory Use** - The total square footage of area within winery structures used for accessory uses related to a winery that are not defined as “production facility” which would include offices, lobbies/waiting rooms, conference/meeting rooms, non-production access hallways, kitchens, tasting rooms (private and public areas), retail space areas, libraries, non-employee designated restrooms, art display areas, or any area within winery structures not directly related to wine production. *See Napa County Code §18.104.200*

## Conservation Development and Planning Winery Production Process



The Napa County Code contains various references to winery production and refers to production capacity as “the wine bottled or received” at a winery and refers to “bottling and storage of bottled wine and shipping and receiving of bulk and bottled wine” (Code Section 18.16.030(G)(4)).<sup>1</sup>

This handout was developed by the County planning staff with the assistance of a number of local industry representatives to assist property owners and other interested parties in interpreting Napa County Code references to winery production. It does not create a new definition or regulation.

A winery’s total annual production equals either (1) the sum of all wine created through fermentation in a given year, plus the net total of all fermented bulk wine received and shipped in the same year, including all bottled wine received on the premises during the same year; or (2) the amount of wine bottled on the premises in the same given year, whichever is greater.

Using the diagram on the right, this means the greater of  $A + (B - C)$ , or  $D$ . If  $B - C$  is a negative number, total production is equal to either  $A$  or  $D$ , whichever is greater.

This interpretation holds true for all physical winery facilities regardless of the number of business entities (e.g. Alternating Proprietors/Custom Crush) they accommodate or the date that their production capacity was established or recognized. However, wineries occupying multiple facilities are governed by the specific terms of their use permit or Certificate of Legal Non-conformity (CLN), which may vary.

Quantities represented by items A through D on the diagram can be determined by reviewing a winery’s annual submittals to the federal Bureau of Alcohol, Tobacco and Firearms (ATF). The County may periodically request a copy of these submittal(s) as a way to monitor compliance with previously adopted conditions/requirements. The County recognizes that annual variations can occur due to the grape harvest and the timing of finishing/bottling, and will generally review and average three to five consecutive years of data.

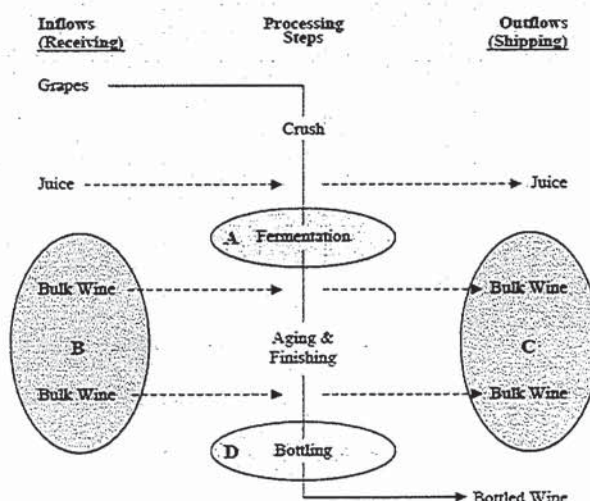


Figure 1. Winery Production Process

<sup>1</sup> The complexity of these statements can be attributed to the authors’ desire to avoid “double counting” bulk wine that is both received and bottled at a winery, and the fact that multiple vintages are present within a winery at any given time.

## Winery Coverage and Accessory/Production Ratio

**Winery Development Area.** Consistent with the definition at "a.," at page 11 and with the marked-up site plans included in your submittal, please indicate your proposed winery development area. If the facility already exists, please differentiate between existing and proposed.

Existing N/A sq. ft. N/A acres  
Proposed 500 sq. ft. \_\_\_\_\_ acres

**Winery Coverage.** Consistent with the definition at "b.," at page 11 and with the marked-up site plans included in your submittal, please indicate your proposed winery coverage (maximum 25% of parcel or 15 acres, whichever is less).

500 sq. ft. N/A acres 35% % of parcel

**Production Facility.** Consistent with the definition at "c.," at page 11 and the marked-up floor plans included in your submittal, please indicate your proposed *production* square footage. If the facility already exists, please differentiate between existing and proposed.

Existing 500 sq. ft. Proposed 500 sq. ft.

**Accessory Use.** Consistent with the definition at "d.," at page 11 and the marked-up floor plans included in your submittal, please indicate your proposed *accessory* square footage. If the facility already exists, please differentiate between existing and proposed. (maximum = 40% of the production facility)

Existing 500 sq. ft. 35% % of production facility  
Proposed 500 sq. ft. 35% % of production facility

## Caves and Crushpads

If new or expanded caves are proposed please indicate which of the following best describes the public accessibility of the cave space:

- ☐ None – no visitors/tours/events (Class I) ☐ Guided Tours Only (Class II) ☐ Public Access (Class III)  
☐ Marketing Events and/or Temporary Events (Class III)

Please identify the winery's...

Cave area Existing: N/A sq. ft. Proposed: N/A sq. ft.  
Covered crush pad area Existing: N/A sq. ft. Proposed: 500 sq. ft.  
Uncovered crush pad area Existing: N/A sq. ft. Proposed: N/A sq. ft.



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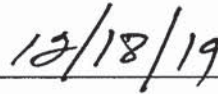
## Initial Statement of Grape Source

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Pursuant to Napa County Zoning Ordinance Sections 12419(b) and (c),  
I hereby certify that the current application for establishment or expansion of a winery  
pursuant to the Napa County Winery Definition Ordinance will employ sources of  
grapes in accordance with the requirements of Section 12419(b) and/or (c) of that  
Ordinance.



Owner's Signature



Date

*Letters of commitment from grape suppliers and supporting documents may be required prior to issuance of any building permits for the project. Recertification of compliance will be required on a periodic basis. Recertification after initiation of the requested wine production may require the submittal of additional information regarding individual grape sources. Proprietary information will not be disclosed to the public.*



## Water Supply/ Waste Disposal Information Sheet

### Water Supply

Please attach completed Phase I Analysis sheet.

	Domestic	Emergency
Proposed source of water (e.g., spring, well, mutual water company, city, district, etc.):	<u>NAPA</u>	<u>NAPA</u>
Name of proposed water supplier (if water company, city, district):	<u>NAPA</u>	<u>NAPA</u>
Is annexation needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Current water use:	<u>N/A</u> gallons per day (gal/d)	
Current water source:	<u>NAPA</u>	<u>NAPA</u>
Anticipated future water demand:	_____ gal/d	_____ gal/d
Water availability (in gallons/minute):	_____ gal/m	_____ gal/m
Capacity of water storage system:	_____ gal	_____ gal
Type of emergency water storage facility if applicable (e.g., tank, reservoir, swimming pool, etc.):	<u>N/A</u>	

### Liquid Waste

Please attach Septic Feasibility Report

	Domestic	Other
Type of waste:	<u>sewage</u>	
Disposal method (e.g., on-site septic system, on-site ponds, community system, district, etc.):	_____	_____
Name of disposal agency (if sewage district, city, community system):	<u>NAPA</u>	<u>NAPA</u>
Is annexation needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Current waste flows (peak flow):	_____ gal/d	_____ gal/d
Anticipated future waste flows (peak flow):	_____ gal/d	_____ gal/d
Future waste disposal design capacity:	_____ gal/d	_____ gal/d

### Solid Waste and Recycling Storage and Disposal

Please include location and size of solid waste and recycling storage area on site plans in accordance with the guidelines available at [www.countyofnapa.org/dem](http://www.countyofnapa.org/dem).

### Hazardous and/or Toxic Materials

If your facility generates hazardous waste or stores hazardous materials above threshold planning quantities (55 gallons liquid, 500 pounds solid or 200 cubic feet of compressed gas) then a hazardous materials business plan and/or a hazardous waste generator permit will be required.

### Grading Spoils Disposal

Where will grading spoils be disposed of?  
(e.g. on-site, landfill, etc. If off-site, please indicate where off-site):

N/A

## Winery Traffic Information / Trip Generation Sheet

### Traffic during a Typical Weekday

Number of FT employees: 1 x 3.05 one-way trips per employee = 3.05 daily trips.

Number of PT employees: 1 x 1.90 one-way trips per employee = 1.09 daily trips.

Average number of weekday visitors: 7 / 2.6 visitors per vehicle x 2 one-way trips = 18.2 daily trips.

Gallons of production: \_\_\_\_\_ / 1,000 x .009 truck trips daily<sup>3</sup> x 2 one-way trips = \_\_\_\_\_ daily trips.

**Total** = \_\_\_\_\_ daily trips.

Number of total weekday trips x .38 = \_\_\_\_\_ PM peak trips.

### Traffic during a Typical Saturday

Number of FT employees (on Saturdays): 1 x 3.05 one-way trips per employee = 3.05 daily trips.

Number of PT employees (on Saturdays): 1 x 1.90 one-way trips per employee = 1.90 daily trips.

Average number of weekend visitors: 5 / 2.8 visitors per vehicle x 2 one-way trips = 14.00 daily trips.

**Total** = 18.95 daily trips.

Number of total Saturday trips x .57 = \_\_\_\_\_ PM peak trips.

### Traffic during a Crush Saturday

Number of FT employees (during crush): 1 x 3.05 one-way trips per employee = 3.05 daily trips.

Number of PT employees (during crush): 1 x 1.90 one-way trips per employee = 1.90 daily trips.

Average number of weekend visitors: 7 / 2.8 visitors per vehicle x 2 one-way trips = 38.55 daily trips.

Gallons of production: \_\_\_\_\_ / 1,000 x .009 truck trips daily x 2 one-way trips = \_\_\_\_\_ daily trips.

Avg. annual tons of grape on-haul: \_\_\_\_\_ x .11 truck trips daily<sup>4</sup> x 2 one-way trips = \_\_\_\_\_ daily trips.

**Total** = \_\_\_\_\_ daily trips.

Number of total Saturday trips x .57 = \_\_\_\_\_ PM peak trips.

### Largest Marketing Event- Additional Traffic

Number of event staff (largest event): 2 x 2 one-way trips per staff person = 4 trips.

Number of visitors (largest event): 10 / 2.8 visitors per vehicle x 2 one-way trips = 28 trips.

Number of special event truck trips (largest event): 0 x 2 one-way trips = 0 trips.

<sup>3</sup> Assumes 1.47 materials & supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year (see *Traffic Information Sheet Addendum* for reference).

<sup>4</sup> Assumes 4 tons per trip / 36 crush days per year (see *Traffic Information Sheet Addendum* for reference).

## Traffic Information Sheet Addendum

### Information for Caltrans Review

Application should include:

#### Project Location

- Site Plan showing all driveway location(s)
- Show detail of Caltrans right-of-way
- Aerial photo at a readable scale

#### Trip Generation Estimate

- Please provide separate Winery Traffic Information / Trip Generation Sheets for existing and proposed operations.

### Napa County Winery Traffic Generation Characteristics

#### Employees

Half-hour lunch: All - 2 trips/day (1 during weekday PM peak)  
Hour lunch: Permanent Full-Time – 3.2 trips/day (1 during weekday PM peak)  
Permanent Part-Time – 2 trips/day (1 during weekday PM peak)  
Seasonal: 2 trips/day (0 during weekday PM peak)—crush  
see full time above—bottling  
Auto Occupancy: 1.05 employees/auto

#### Visitors

Auto occupancy:  
Weekday = 2.6 visitors/auto  
Weekend = 2.8 visitors/auto

#### Peaking Factors:

Peak Month: 1.65 x average month  
Average Weekend: 0.22 x average month  
Average Saturday: 0.53 x average weekend  
Peak Saturday: 1.65 x average Saturday  
Average Sunday: 0.8 x average Saturday  
Peak Sunday: 2.0 x average Sunday

Peak Weekend Hour: Winery (3-4 PM) - 0.57 x total for weekend day involved

Average 5-Day Week (Monday-Friday) - 1.3 x average weekend

Average Weekday: 0.2 x average 5-day week

Peak Weekday Hour: Winery (3-4 PM) - 0.57 x total for weekday involved

Roadway PM Peak(4-5 PM?) - 0.38 x total for weekday involved

#### Service Vehicles

Grapes (36 days (6weeks)/season): 1.52 trips/1000 gals/season (4 ton loads assumed)

Materials/Supplies (250 days/yr): 1.47 trips/1000 gals/yr

Case Goods (250 days/yr): 0.8 trips/1000 gal/yr



**NAPA COUNTY UNIFIED PROGRAM CONSOLIDATED FORM  
FACILITY INFORMATION  
BUSINESS ACTIVITIES**

Page 1 of

**I. FACILITY IDENTIFICATION**

FACILITY ID# (Agency Use Only)		EPA ID# (Hazardous Waste Only)	
BUSINESS NAME (Same as Facility Name of DBA-Doing Business As)	SHANTI WINES		
BUSINESS SITE ADDRESS	194 CAMINO ORUGA #9		
BUSINESS SITE CITY	NAPA	CA	ZIP CODE 94558
CONTACT NAME	RAY SHARMA	PHONE (510)	728-7653

**II. ACTIVITIES DECLARATION**

**NOTE: If you check YES to any part of this list, please submit the Business Owner/Operator Identification page.**

Does your facility...	If Yes, please complete these pages of the UPCF ....
<b>A. HAZARDOUS MATERIALS</b> Have on site (for any purpose) at any one time, hazardous materials at or above 55 gallons for liquids, 500 pounds for solids, or 200 cubic feet for compressed gases (include liquids in ASTs and USTs); or the applicable Federal threshold quantity for an extremely hazardous substance specified in 40 CFR Part 355, Appendix A or B; or handle radiological materials in quantities for which an emergency plan is required pursuant to 10 CFR Parts 30, 40 or 70?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 4 HAZARDOUS MATERIALS INVENTORY - CHEMICAL DESCRIPTION
<b>B. REGULATED SUBSTANCES</b> Have Regulated Substances stored onsite in quantities greater than the threshold quantities established by the California Accidental Release Prevention Program (CalARP)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 4a Coordinate with your local agency responsible for CalARP.
<b>C. UNDERGROUND STORAGE TANKS (USTs)</b> Own or operate underground storage tanks?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 5 UST FACILITY (Formerly SWRCB Form A); UST TANK (one page per tank) (Formerly Form B)
<b>D. ABOVE GROUND PETROLEUM STORAGE</b> Own or operate ASTs above these thresholds: Store greater than 1,320 gallons of petroleum products (new or used) in aboveground tanks or containers.	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 6 NO FORM REQUIRED TO CUPAs
<b>E. HAZARDOUS WASTE</b> Generate hazardous waste? Recycle more than 100 kg/month of excluded or exempted recyclable materials (per HSC 25143.2)? Treat hazardous waste on-site? Treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)? Consolidate hazardous waste generated at a remote site? Need to report the closure/removal of a tank that was classified as hazardous waste and cleaned on-site? Generate in any single calendar month 1,000 kilograms (kg) (2,200 pounds) or more of federal RCRA hazardous waste, or generate in any single calendar month, or accumulate at any time, 1 kg (2.2 pounds) of RCRA acute hazardous waste; or generate or accumulate at any time more than 100 kg (220 pounds) of spill cleanup materials contaminated with RCRA acute hazardous waste. Household Hazardous Waste (HHW) Collection site?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 9 EPA ID NUMBER - provide at the top of this page <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 10 RECYCLABLE MATERIALS REPORT (one per recycler) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 11 ON-SITE HAZARDOUS WASTE TREATMENT - FACILITY ON-SITE HAZARDOUS WASTE TREATMENT - UNIT (one page per unit) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 12 CERTIFICATION OF FINANCIAL ASSURANCE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 13 REMOTE WASTE / CONSOLIDATION SITE ANNUAL NOTIFICATION <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 14 HAZARDOUS WASTE TANK CLOSURE CERTIFICATION <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 14a Obtain federal EPA ID Number, file Biennial Report (EPA Form 8700-13A/B), and satisfy requirements for RCRA Large Quantity Generator. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 14b See CUPA for required forms.

**F. LOCAL REQUIREMENTS**

(You may also be required to provide additional information by your CUPA or local agency.)

UPCF Rev. (12/2007)



## Business Activities

Please submit the Business Activities page, the Business Owner/Operator Identification page, and Hazardous Materials Inventory - Chemical Description pages for all submissions. (Note: the numbering of the instructions follows the data element numbers that are on the Unified Program Consolidated Form (UPCF) pages. These data element numbers are used for electronic submission and are the same as the numbering used in Division 3, Electronic Submittal of Information). Please number all pages of your submittal. This helps your CUPA or AA identify whether the submittal is complete and if any pages are separated.

1. FACILITY ID NUMBER - Leave this blank. This number is assigned by the Certified Unified Program Agency (CUPA) or Administering Agency (AA). This is the unique number which identifies your facility.
2. EPA ID NUMBER - If you generate, recycle, or treat hazardous waste, enter your facility's 12-character U.S. Environmental Protection Agency (U.S. EPA) or California Identification number. For facilities in California, the number usually starts with the letters "CA". If you do not have a number, contact the Department of Toxic Substances Control (DTSC) Telephone Information Center at (916) 324-1781, (800) 61-TOXIC or (800) 61-86942, to obtain one.
3. BUSINESS NAME - Enter the full legal name of the business. This is the same as the terms "Facility Name" or "Unified Program Business Name" that might have been used in the past.
103. BUSINESS SITE ADDRESS - Enter the street address where the facility is located. No post office box numbers are allowed. This information must provide a means to geographically locate the facility.
104. BUSINESS SITE CITY - Enter the city or unincorporated area in which business site is located.
105. ZIP CODE - Enter the zip code of business site. The extra 4 digit zip may also be added.
106. CONTACT - Enter a contact person's name.
107. PHONE - Enter a contact phone number

### 4. HAZARDOUS MATERIALS -

Check the box to indicate whether you have a hazardous material onsite. You have a hazardous material onsite if:

- It is handled in quantities equal to or greater than 500 pounds, 55 gallons, or 200 cubic feet of compressed gas (calculated at standard temperature and pressure).
- It is handled in quantities equal to or greater than the applicable federal threshold planning quantity for an extremely hazardous substance listed in 40 CFR Part 355, Appendix A.
- Radioactive materials are handled in quantities for which an emergency plan is required to be adopted pursuant to Part 30, Part 40, or Part 70 of Chapter 10 of 10 CFR, or pursuant to any regulations adopted by the state in accordance with these regulations.

If you have a hazardous material onsite, then you must complete the Business Owner/Operator Identification page and the Hazardous Materials Inventory - Chemical Description page, as well as an Emergency Response Plan and Training Plan.

For more information, you may wish to consult the Unified Program Consolidated Form (UPCF) page 10, State Thresholds.

- 4a. REGULATED SUBSTANCES - Refer to 19 CCR 27701.5 for regulated substances. Check the box to indicate whether your facility has CalARP regulated substances stored onsite.
5. OWN OR OPERATE UNDERGROUND STORAGE TANK (UST) - Check the appropriate box to indicate whether you own or operate USTs containing hazardous substances as defined in Health and Safety Code (HSC) 25141. If YES, then you must complete one UST Facility page and UST Tank pages for each tank. You must also submit a plot plan and a monitoring program plan.
8. OWN OR OPERATE ABOVEGROUND PETROLEUM STORAGE TANK OR CONTAINER - Check the appropriate box to indicate whether there are ASTs onsite which exceed the regulatory thresholds. (There is no UPCF page for ASTs.) This program applies to all facilities storing petroleum in aboveground tanks. Petroleum means crude oil, or any fraction thereof, which is liquid at 60 degrees Fahrenheit temperature and 14.7 pounds per square inch absolute pressure (HSC 25276.2 (g)). A facility must have a cumulative storage capacity greater than 1,320 gallons for all ASTs. NOT Subject to the Act (exemptions):  
An aboveground petroleum storage tank (AST) facility with one or more of the following per HSC 25276.2 (g) is exempt from this act and is exempt:  
  - A pressure vessel or boiler which is subject to Division 5 of the Labor Code.
  - A storage tank containing hazardous waste if a hazardous waste facility permit has been issued for the storage tank by DTSC.
  - An aboveground oil production tank which is regulated by the Division of Oil and Gas.
  - Certain oil-filled electrical equipment including but not limited to transformers, circuit breakers, or capacitors.
9. HAZARDOUS WASTE GENERATOR - Check the appropriate box to indicate whether your facility generates hazardous waste. A generator is the person or business whose acts or processes produce a hazardous waste or who causes a hazardous substance or waste to become subject to State hazardous waste law. If your facility generates hazardous waste, you must obtain and use an EPA identification number (ID) in order to properly transport and dispose of it. Report your EPA ID number in 42. Hazardous waste means a waste that meets any of the criteria for the identification of a hazardous waste adopted by DTSC pursuant to HSC 25141. "Hazardous waste" includes, but is not limited to, federally regulated hazardous waste. Federal hazardous waste law is known as the Resource Conservation and Recovery Act (RCRA). Unless explicitly stated otherwise, the term "hazardous waste" also includes extremely hazardous waste and acutely hazardous waste.
10. RECYCLE - Check the appropriate box to indicate whether you recycle more than 100 kilograms per month of recyclable material under a claim that the material is excluded or exempt per HSC 25142. Check YES and complete the Recyclable Materials Report pages. If you cannot recycled phone or recycled excluded recyclable materials which were generated onsite. Check NO - you only send recyclable materials to an off-site recycler. You do not need to report.
11. ONSITE HAZARDOUS WASTE TREATMENT - Check the appropriate box to indicate whether your facility engages in onsite treatment of hazardous waste. "Treatment" means any method, technique, or process which is designed to change the physical, chemical, or biological character or composition of any hazardous waste or any material contained therein, or removes or reduces its harmful properties or characteristics for any purpose. "Treatment" does not include the removal of residues from manufacturing process equipment for the purposes of cleaning that equipment. Amendments (effective 1/1/99) add exemptions from the definition of treatment for certain processes under specific limited conditions. Refer to HSC 25 29.5 (b) for these specific exemptions. Treatment of certain stationary hazardous waste is not required for this facility. Refer to HSC 25002.2 for specific information. Please contact your CUPA to determine if any exemptions apply to your facility. If your facility engages in onsite treatment of hazardous waste then complete the Onsite Hazardous Waste Treatment Notification - Facility page and one set of Onsite Hazardous Waste Treatment Notification - Unit pages with waste and treatment process information for each unit.
12. FINANCIAL ASSURANCE - Check the appropriate box to indicate whether your facility is subject to financial assurance requirements for closure of an onsite treatment unit. Unless they are exempt, Permit by Rule (PBR) and Conditionally Authorized (CA) operations are required to provide financial assurance (California Public Resources Code 25141.5 (b) and 25142.5 (b)). If your facility requires financial assurance, then complete the Certification of Financial Assurance page.
13. REMOTE WASTE CONSOLIDATION SITE - Check the appropriate box to indicate whether your facility consolidates hazardous waste generated at a remote site. **NOTE:** If YES, you are a hazardous waste generator that collects hazardous waste initially at remote sites and subsequently transports the hazardous waste to a consolidation site for site operation. You must be eligible pursuant to the conditions in HSC 25141.5. If your facility consolidates hazardous waste generated at a remote site, then complete the Remote Waste Consolidation Site Annual Notification page.
14. HAZARDOUS WASTE TANK CLOSURE - Check the appropriate box to indicate whether the tank being closed would be classified as hazardous waste after its contents are removed. Classification could be based on:  
  - Your knowledge of the tank and its contents
  - The mixture rule
  - Testing of the tank
  - The listed wastes in 40 CFR 261.31 or 40 CFR 261.32.
  - Inability to remove hazardous materials stored in the tank.

If the tank being closed would be classified as hazardous waste after its contents are removed, then you must complete the Hazardous Waste Tank Closure Certification page.
- 14a. RCRA LQG - Check the appropriate box to indicate whether your facility is a Large Quantity Generator. If YES, you must have or obtain a US EPA ID Number.
- 14b. HOUSEHOLD HAZARDOUS WASTE COLLECTION - Check the appropriate box to indicate whether your facility is a H-HW Collection site.
15. LOCAL REQUIREMENTS - Some CUPAs or AAs may require additional information. Check with your CUPA before submitting the UPCF to determine if any supplemental information is required.





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**Environmental Management**

1195 Third Street, Suite 101  
Napa, CA 94559  
[www.co.napa.ca.us](http://www.co.napa.ca.us)

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

**Steven Lederer**  
Director

**Unified Programs (Hazardous Materials Business Plan, Hazardous Waste, Extremely Hazardous Substances, Aboveground Storage Tanks, and Underground Storage Tanks):**

Be sure to complete the Napa County Department of Environmental Management Business Activities Form included in the Use Permit Application Package. Essentially, facilities that store hazardous materials above threshold planning quantities (55 gallons of liquid, 200 cubic feet of compressed gas, or 500 pounds of a solid), generate hazardous waste(s), handle extremely hazardous substances (aqueous ammonia, anhydrous ammonia, peracetic acid, sulfur dioxide gas, etc), store petroleum products in excess of 1,320 gallons in aboveground tanks, and/or plan on storing hazardous substances in underground storage tanks shall contact the Napa County Department of Environmental Management at 707.253.4471 to obtain the required permits in addition to completing the required forms. Please keep in mind that facilities that are required to complete a Hazardous Materials Business Plan shall file said plan within 30 days of bringing above threshold planning quantities of hazardous materials onsite.

**Stormwater:**

There are two different stormwater programs that facilities may qualify for in Napa County. The first program is based on the State of California Water Resources Board's (SWRCB) Industrial Permitting program. If a facility has a regulated Standard Industrial Classification (SIC) Code, it must register with the SWRCB by completing a Notice of Intent and complete a Stormwater Pollution Prevention Plan. Additional information, including a list of regulated SIC codes, may be found at:

[http://www.swrcb.ca.gov/water\\_issues/programs/stormwater/industrial.shtml](http://www.swrcb.ca.gov/water_issues/programs/stormwater/industrial.shtml)

The most prevalent regulated industry in Napa County is wineries with a SIC code of 2084.

The second program requires facilities that do not have a regulated SIC code but may still pose a threat to stormwater obtain a permit from Napa County, but the preparation of a SWPPP is not required.

*Please provide accurate information as this information will be used to determine what conditions, if any, will be placed on the Use Permit Application. If questions arise, you are encouraged to contact the Napa County Department of Environmental Management at 707.253.4471 for further assistance.*





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#### Environmental Management

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Steven Lederer  
Director

## MEMORANDUM

To:	All interested parties (applicants, engineers, property owners)	From:	Department of Environmental Management
Date:	Revised March 7, 2011 Revised November 2009 January 2004	Re:	Procedure to verify septic system and cave clearance distances

The clearance distances between caves and septic systems were established to ensure that appropriate health and safety considerations have been made with respect to the location of cave structures and septic systems. Napa County Code, Section 13.28.040 establishes minimum clearance distances between septic systems and cave structures and this memo describes the process for demonstrating the proposed cave meets the appropriate clearance. In developing the clearance distances and this procedure, the potential impact of cave drains on existing septic systems was considered as well as the potential impact of the septic system on a cave.

The following procedure will be used to verify distances between the cave and septic system(s) meet the minimum clearance distances specified in County Code, Section 13.28.040:

*Prior to this Department recommending approval of Use Permit applications and building permit applications not requiring a Use Permit, an accurate legible plan showing all existing septic systems within 1500 feet of the cave must be submitted for review and approval. Full scaled drawings of the cave structure must be submitted showing cave tunnel elevations. Additionally, if a cave is proposed upgradient of an existing or proposed septic system the plan must include details on cave drainage to evaluate the potential impact on existing or proposed septic systems located downgradient of the cave structures.*

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## Glassy-Winged Sharpshooter Requirements

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### A NEW REQUIREMENT FOR ALL DEVELOPERS AND LANDSCAPE CONTRACTORS FROM THE COUNTY AGRICULTURAL COMMISSIONER

*Please notify our office of all impending deliveries of live plants with points of origin outside Napa County.*

Napa County needs your help in preventing the introduction of the Glassy-Winged Sharpshooter (GWSS) into our area. The magnitude of the threat that this half-inch long leafhopper insect poses to our local economy, the environment and our quality of life cannot be overstated.

GWSS feeds off a wide variety of plants and possesses the capability of transmitting a bacterium that causes Pierce's Disease (PD). Grapevines are highly susceptible to a particular strain of this bacterium, which chokes off the water and nutrient flow and eventually kills the plant. GWSS is a stronger flier and a more voracious eater than the common native vectors of PD, and it can quickly spread to all types of habitats in a given location. Ornamental plants and native vegetation may not show any symptoms, but they can serve as reservoirs of PD for many years. GWSS picks up the disease from these infected plants and transmits it to the vineyards while feeding on the grapevines. No other county has as much at risk economically from the threat of PD spread by GWSS.

To combat this threat, Napa County has gone beyond the standard state quarantine regulations in implementing the most rigorous inspection program of any county in the state for incoming plant shipments. *We are asking for your cooperation to purchase plant materials locally when possible and notify our office of all impending deliveries of live plants with points of origin outside Napa County.* An evaluation based on the origin and contents of each shipment will then be made, and, if necessary, trained personnel will be promptly dispatched to perform an inspection upon its arrival at your destination site. When you purchase ornamental plants from local nurseries, the special restrictions imposed by this county program would not apply.

In conjunction with these plant inspections, the Napa County Agricultural Commissioner's Office has developed an extensive year 'round pest detection program aimed at discovering any possible existing GWSS infestations. Thousands of traps have been set up throughout the county and are routinely monitored by staff members and with the help of vineyards personnel. Sweep surveys are conducted at developments which have been landscaped within the last few years as well as at other high-risk locations. We also participate in meetings, discussions and the distribution of informational materials to educate the public and members of the industry about this matter. Please look over the attached brochures, share them with your employees and contact us if you have any training needs, questions or concerns. Our goal is to have everyone in the community aware and helping us look for GWSS!

Thank you for your continued assistance in providing a greater level of protection to safeguard our community from this serious menace.

Sincerely,

*David R. Whitmer*

Napa County Agricultural Commissioner



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## Adjoining Property Owner List Requirements

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All applications shall include a list of the current owners of all the properties whose outer perimeters are within **1000 feet** of the property boundary of the project site. The list shall include the property owner's names, their addresses, and the assessor's parcel numbers of the property owned. The list may be expanded to include other affected property owners at the discretion of the Planning, Building, and Environmental Services Director as well as individuals having a request for notice on file with the Commission Clerk.

Preparation, verification and submission of this list of property owners is the responsibility of the applicant. Lists of the property owners appearing on County tax rolls in the form required are available from all local title insurance companies. Each such list must be certified by a title insurance company as reflecting the most recent County tax roll information. While the mailing list is not necessarily required at initial project submittal, the project cannot be noticed for hearing without it.

### Instructions to the Title Company

Please prepare the property owners' list as follows:

1. Type the property owners' names, parcel numbers and mailing addresses on an 8½" by 11" sheet of Avery #5160 Laser Labels so that this information can be readily used in mailing by the Conservation, Development and Planning Department.
2. Submit a full page copy of the assessors' parcel book page(s) and a copy of the latest equalized assessment roll used to compile the property owners' list. Please indicate the location of all parcels listed, by check mark or colored parcel number circled on the pages.

*If you have any questions, please contact Planning, Building, and Environmental Services at (707) 253-4417.*





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Planning, Building & Environmental Services - David Morrison, Director  
1195 Third Street, Napa, CA 94559 - (707) 253-4417 - [www.countyofnapa.org](http://www.countyofnapa.org)

Project name & APN: \_\_\_\_\_

Project number if known: \_\_\_\_\_

Contact person: \_\_\_\_\_

Contact email & phone number: \_\_\_\_\_

Today's date: \_\_\_\_\_

## Voluntary Best Management Practices Checklist for Development Projects

Napa County General Plan Policy CON-65 (e) and Policy CON-67 (d) requires the consideration of Greenhouse Gas (GHG) emissions in the review of discretionary projects and to promote and encourage "green building" design. The below Best Management Practices (BMPs) reduce GHG emissions through energy and water conservation, waste reduction, efficient transportation, and land conservation. The voluntary checklist included here should be consulted early in the project and be considered for inclusion in new development. It is not intended, and likely not possible for all projects to adhere to all of the BMPs. Rather, these BMPs provide a portfolio of options from which a project could choose, taking into consideration cost, co-benefits, schedule, and project specific requirements. Please check the box for all BMPs that your project proposes to include and include a separate narrative if your project has special circumstances.

### Practices with Measurable GHG Reduction Potential

The following measures reduce GHG emissions and if needed can be calculated. They are placed in descending order based on the amount of emission reduction potential.

Already Plan  
Doing To Do

ID # BMP Name

☐☐

#### BMP-1 Generation of on-site renewable energy

*If a project team designs with alternative energy in mind at the conceptual stage it can be integrated into the design. For instance, the roof can be oriented, sized, and engineered to accommodate photovoltaic (PV) panels. If you intend to do this BMP, please indicate the location of the proposed PV panels on the building elevations or the location of the ground mounted PV array on the site plan. Please indicate the total annual energy demand and the total annual kilowatt hours produced or purchased and the potential percentage reduction of electrical consumption. Please contact staff or refer to the handout to calculate how much electrical energy your project may need.*

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#### BMP-2 Preservation of developable open space in a conservation easement

*Please indicate the amount and location of developable land (i.e.: under 30% slope and not in creek setbacks or environmentally sensitive areas for vineyards) conserved in a permanent easement to prohibit future development.*

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Already Plan  
Doing To Do

☐ ☐ **BMP-3 Habitat restoration or new vegetation (e.g. planting of additional trees over 1/2 acre)**

*Napa County is famous for its land stewardship and preservation. Restoring areas within the creek setback reduces erosion potential while planting areas that are currently hardscape (such as doing a bio-retention swale rather than underground storm drains) reduces storm water and helps the groundwater recharge. Planting trees can also increase the annual uptake of CO<sub>2</sub>e and add the County's carbon stock.*

☐ ☐ **BMP-4 Alternative fuel and electrical vehicles in fleet**

*The magnitude of GHG reductions achieved through implementation of this measure varies depending on the analysis year, equipment, and fuel type replaced.*

**Number of total vehicles**

**Typical annual fuel consumption or VMT**

**Number of alternative fuel vehicles**

**Type of fuel/vehicle(s)**

**Potential annual fuel or VMT savings**

☐ ☐ **BMP-5 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 2**

*The California Building Code update effective January 1, 2011 has new mandatory green building measures for all new construction and has been labeled CALGREEN. CALGREEN provides two voluntary higher levels labeled CALGREEN Tier I and CALGREEN Tier II. Each tier adds a further set of green building measures that go above and beyond the mandatory measures of the Code. In both tiers, buildings will use less energy than the current Title 24 California Energy Code. Tier I buildings achieve at least a 15% improvement and Tier 2 buildings are to achieve a 30% improvement. Both tiers require additional non-energy prerequisites, as well as a certain number of elective measures in each green building category (energy efficiency, water efficiency, resource conservation, indoor air quality and community).*

☐ ☒ **BMP-6 Vehicle Miles Traveled (VMT) reduction plan**

*Selecting this BMP states that the business operations intend to implement a VMT reduction plan reducing annual VMTs by at least 15%.*

Tick box(es) for what your Transportation Demand Management Plan will/does include:

- ☒ employee incentives
- ☒ employee carpool or vanpool
- ☐ priority parking for efficient transportation (hybrid vehicles, carpools, etc.)
- ☒ bike riding incentives
- ☒ bus transportation for large marketing events
- ☐ Other:

Estimated annual VMT

Potential annual VMT saved

% Change



Already   Plan  
Doing   To Do

☐
☐

**BMP-7 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 1**

*See description below under BMP-5.*

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**BMP-8 Solar hot water heating**

*Solar water heating systems include storage tanks and solar collectors. There are two types of solar water heating systems: active, which have circulating pumps and controls, and passive, which don't. Both of them would still require additional heating to bring them to the temperature necessary for domestic purposes. They are commonly used to heat swimming pools.*

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**BMP-9 Energy conserving lighting**

*Lighting is approximately 25% of typical electrical consumption. This BMP recommends installing or replacing existing light bulbs with energy-efficient compact fluorescent (CF) bulbs or Light Emitting Diode (LED) for your most-used lights. Although they cost more initially, they save money in the long run by using only 1/4 the energy of an ordinary incandescent bulb and lasting 8-12 times longer. Typical payback from the initial purchase is about 18 months.*

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**BMP-10 Energy Star Roof/Living Roof/Cool Roof**

*Most roofs are dark-colored. In the heat of the full sun, the surface of a black roof can reach temperatures of 158 to 194 °F. Cool roofs, on the other hand, offer both immediate and long-term benefits including reduced building heat-gain and savings of up to 15% the annual air-conditioning energy use of a single-story building. A cool roof and a green roof are different in that the green roof provides living material to act as a both heat sink and thermal mass on the roof which provides both winter warming and summer cooling. A green (living) roof also reduces storm water runoff.*

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**BMP-11 Bicycle Incentives**

*Napa County Zoning Ordinance requires 1 bicycle rack per 20 parking spaces (§18.110.040). Incentives that go beyond this requirement can include on-site lockers for employees, showers, and for visitor's items such as directional signs and information on biking in Napa. Be creative!*

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**BMP-12 Bicycle route improvements**

*Refer to the Napa County Bicycle Plan (NCPTA, December 2011) and note on the site plan the nearest bike routes. Please note proximity, access, and connection to existing and proposed bike lanes (Class I: Completely separated right-of-way; Class II: Striped bike lane; Class III: Signed Bike Routes). Indicate bike accessibility to project and any proposed improvements as part of the project on the site plan or describe below.*

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Already   Plan  
Doing   To Do

☐☐

**BMP-13 Connection to recycled water**

*Recycled water has been further treated and disinfected to provide a non-potable (non-drinking water) water supply. Using recycled water for irrigation in place of potable or groundwater helps conserve water resources.*

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☐☒

**BMP-14 Install Water Efficient fixtures**

*WaterSense, a partnership program by the U.S. Environmental Protection Agency administers the review of products and services that have earned the WaterSense label. Products have been certified to be at least 20 percent more efficient without sacrificing performance. By checking this box you intend to install water efficient fixtures or fixtures that conserve water by 20%.*

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☐☐

**BMP-15 Low-impact development (LID)**

*LID is an approach to land development (or re-development) that works with nature to manage storm water as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat storm water as a resource rather than a waste product. There are many practices that have been used to adhere to these principles such as bioretention facilities, rain gardens, vegetated rooftops, rain barrels, and permeable pavements. By implementing LID principles and practices, water can be managed in a way that reduces the impact of built areas and promotes the natural movement of water within an ecosystem or watershed. Please indicate on the site or landscape plan how your project is designed in this way.*

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☐☐

**BMP-16 Water efficient landscape**

*If your project is a residential development proposing in excess of 5,000 sq. ft. or a commercial development proposing in excess of 2,500 sq. ft. The project will be required to comply with the Water Efficient Landscape Ordinance (WELO).*

*Please check the box if you will be complying with WELO or If your project is smaller than the minimum requirement and you are still proposing drought tolerant, zeroscape, native plantings, zoned irrigation or other water efficient landscape.*

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☐☐

**BMP-17 Recycle 75% of all waste**

*Did you know that the County of Napa will provide recycling collectors for the interior of your business at no additional charge? With single stream recycling it is really easy and convenient to meet this goal. To qualify for this BMP, your business will have to be aggressive, proactive and purchase with this goal in mind.*

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Already   Plan  
Doing   To Do

☐ ☐ **BMP-18 Compost 75% food and garden material**

*The Napa County food composting program is for any business large or small that generates food scraps and compostable, including restaurants, hotels, wineries, assisted living facilities, grocery stores, schools, manufacturers, cafeterias, coffee shops, etc. All food scraps (including meat & dairy) as well as soiled paper and other compostable - see <http://www.naparecycling.com/foodcomposting> for more details.*

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☐ ☐ **BMP-19 Implement a sustainable purchasing and shipping programs**

*Environmentally Preferable Purchasing (EPP) or Sustainable Purchasing refers to the procurement of products and services that have a reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. By selecting this BMP, you agree to have an EPP on file for your employees to abide by.*

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☐ ☐ **BMP-20 Planting of shade trees within 40 feet of the south side of the building elevation**

*Well-placed trees can help keep your building cool in summer. If you choose a deciduous tree after the leaves drop in autumn, sunlight will warm your building through south and west-facing windows during the colder months. Well-designed landscaping can reduce cooling costs by 20%. Trees deliver more than energy and cost savings; they are important carbon sinks. Select varieties that require minimal care and water, and can withstand local weather extremes. Fruit or nut trees that produce in your area are great choices, providing you with local food as well as shade. Please use the site or landscape plan to indicate where trees are proposed and which species you are using.*

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☐ ☐ **BMP-21 Electrical Vehicle Charging Station(s)**

*As plug-in hybrid electric vehicles (EV) and battery electric vehicle ownership is expanding, there is a growing need for widely distributed accessible charging stations. Please indicate on the site plan where the station will be.*

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☐ ☐ **BMP-22 Public Transit Accessibility**

*Refer to <http://www.ridethevine.com/vine> and indicate on the site plan the closest bus stop/route. Please indicate if the site is accessed by transit or by a local shuttle. Provide an explanation of any incentives for visitors and employees to use public transit. Incentives can include bus passes, informational hand outs, construction of a bus shelter, transportation from bus stop, etc.*

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Already Plan  
Doing To Do

☐ ☐ **BMP-23**

**Site Design that is oriented and designed to optimize conditions for natural heating, cooling, and day lighting of interior spaces, and to maximize winter sun exposure; such as a cave.**

*The amount of energy a cave saves is dependent on the type of soil, the microclimate, and the user's request for temperature control. Inherently a cave or a building burned into the ground saves energy because the ground is a consistent temperature and it reduces the amount of heating and cooling required. On the same concept, a building that is oriented to have southern exposure for winter warmth and shading for summer cooling with an east-west cross breeze will naturally heat, cool, and ventilate the structure without using energy. Please check this box if your design includes a cave or exceptional site design that takes into consideration the natural topography and sitting. Be prepared to explain your approach and estimated energy savings.*

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☐ ☐ **BMP-24 Limit the amount of grading and tree removal**

*Limiting the amount of earth disturbance reduces the amount of CO2 released from the soil and mechanical equipment. This BMP is for a project design that either proposes a project within an already disturbed area proposing development that follows the natural contours of the land, and that doesn't require substantial grading or tree removal.*

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☐ ☐ **BMP-25 Will this project be designed and built so that it could qualify for LEED?**

**BMP-25 (a)**

☐

**LEED™ Silver** (check box BMP-25 and this one)

**BMP-25 (b)**

☐

**LEED™ Gold** (check box BMP-25, BMP-25 (a), and this box)

**BMP-25 (c)**

☐

**LEED™ Platinum** (check all 4 boxes)

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## Practices with Un-Measured GHG Reduction Potential

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☐ ☐ **BMP-26 Are you, or do you intend to become a Certified Green Business or certified as a "Napa Green Winery"?**

*As part of the Bay Area Green Business Program, the Napa County Green Business Program is a free, voluntary program that allows businesses to demonstrate the care for the environment by going above and beyond business as usual and implementing environmentally friendly business practices. For more information check out the Napa County Green Business and Winery Program at [www.countyofnapa.org](http://www.countyofnapa.org).*

☐ ☐ **BMP-27 Are you, or do you intend to become a Certified "Napa Green Land"?**

*Napa Green Land, fish friendly farming, is a voluntary, comprehensive, "best practices" program for vineyards. Napa Valley vintners and growers develop farm-specific plans tailored to protect and enhance the ecological quality of the region, or create production facility programs that reduce energy and water use, waste and pollution. By selecting this measure either you are certified or you are in the process of certification.*



Already   Plan  
Doing   To Do

☐☒

**BMP-28 Use of recycled materials**

*There are a lot of materials in the market that are made from recycled content. By ticking this box, you are committing to use post-consumer products in your construction and your ongoing operations.*

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☐☒

**BMP-29 Local food production**

*There are many intrinsic benefits of locally grown food, for instance reducing the transportation emissions, employing full time farm workers, and improving local access to fresh fruits and vegetables.*

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☐☒

**BMP-30 Education to staff and visitors on sustainable practices**

*This BMP can be performed in many ways. One way is to simply put up signs reminding employees to do simple things such as keeping the thermostat at a consistent temperature or turning the lights off after you leave a room. If the project proposes alternative energy or sustainable winegrowing, this BMP could include explaining those business practices to staff and visitors.*

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☐☐

**BMP-31 Use 70-80% cover crop**

*Cover crops reduce erosion and the amount of tilling which is required, which releases carbon into the environment.*

☐☐

**BMP-32 Retain biomass removed via pruning and thinning by chipping the material and reusing it rather than burning on-site**

*By selecting this BMP, you agree not to burn the material pruned on site.*

☐☐

**BMP-33 Are you participating in any of the above BMPS at a 'Parent' or outside location?**

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☐☐

**BMP-34 Are you doing anything that deserves acknowledgement that isn't listed above?**

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**Comments and Suggestions on this form?**

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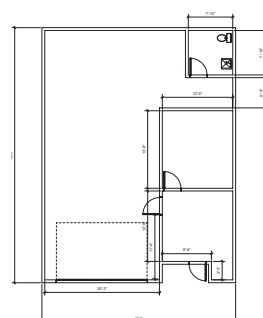
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## **Sources:**

1. *Napa County Bicycle Plan, NCTPA, December 2011*
2. *California Air Pollution Control Officers Associate (CAPCOA). January 2008. CEQA and Climate Change*
3. *Napa County General Plan, June 2008.*
4. *California Office of the Attorney General. 2010. Addressing Climate Change at the Project Level available at [http://ag.ca.gov/global\\_warming/pdf/GW\\_mitigation\\_measures.pdf](http://ag.ca.gov/global_warming/pdf/GW_mitigation_measures.pdf)*
5. *U.S. Green Building Council (2009). LEED 2009 for New Construction and Major Renovations Rating System. Washington, DC: United States Green Building Council, Inc.*
6. *California Energy Commission (2008). Title 24, Part 6, of the California Code of Regulations: California's Energy Efficiency Standards for Residential and Nonresidential Buildings. Sacramento, CA: California Energy Commission.*
7. *U.S. Department of Energy (2010). Cool roof fact sheet.*
8. <http://www1.eere.energy.gov/buildings/ssl/ledlightingfacts.html>
9. *Compact Fluorescent Light Bulbs". Energy Star. Retrieved 2013-05-01.*
10. <http://energy.gov/energysaver/articles/solar-water-heaters>. Retrieved 2013-05-02.
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12. [http://www.bchydro.com/powersmart/residential/guides\\_tips/green-your-home/cooling\\_guide/shade\\_trees.html](http://www.bchydro.com/powersmart/residential/guides_tips/green-your-home/cooling_guide/shade_trees.html)
13. <http://www.napagreen.org/about>. Retrieved 2013-05-09
14. <http://www.countyofnapa.org/pages/departmentscontent.aspx?id=4294971612>
15. <http://www.napasan.com/Pages/ContentMenu.aspx?id=109>
16. <http://water.epa.gov/polwaste/green/index.cfm>







**(E) PLAN**

**1 FLOOR PLAN**  
Scale: 1/4" = 1'-0"

WALL LEGEND

☐ (E) WALL TO REMAIN

☒ (N) WALL

[illegible]

SHANTI WINE  
194 Camino Oruga #9  
Napa, Ca. 94558

FUMIO SUDA ARCHITECT  
1522 WALNUT ST, BERKELEY,  
CA 94706  
fumioarchitect.com

Project number 2019-442

Project number	2019-442
Date	12-20-19

Drawn by rs

Checked by	FS
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**A-1**





### 3 EXTERIOR ELEVATIONS

ADJUST HEIGHT AT SITE W/OWNER

3 Scale: 1/2" = 1'-0"

[illegible]

**SHANTI WINE**  
194 Camino Oruga #9  
Napa, Ca. 94558

---

FUMIO SUDA ARCHITECT  
1522 WALNUT ST, BERKELEY,  
CA 94706  
fumioarchitect.com

Project number	2019-442
Date	12-20-19
Drawn by	FS
Checked by	FS

A-2



- Above Ground Storage of Potable or Non Potable Water
- Rainwater Collection
- Fire Protection
- Landscape/Irrigation
- Many more

- Above Ground Storage of Potable or Non Potable Water
- Rainwater Collection
- Fire Protection
- Landscape/Irrigation
- Many more

- All Images and Drawing are for Illustrative
- Purposes only and do not Necessarily Represent this exact product
- Dimensions may vary on polyethylene tanks by +/-3% (standard rotational molding tolerance)
- Polyethylene water tanks are designed for water storage only at atmospheric pressure only and venting equipment should be sized to limit pressure or vacuum to a maximum of 1/2" water column (0.018 PSI)
- The tank is made from Bpa free, FDA Compliant
- The resin is NSF certified manufacturing plants
- For warranty to be valid, the tank must be installed and used per manufacturer's guidelines for use and installation
- Must use flexible connectors on all fitting connections per tank manufacturer's recommendations

- ✔ Bpa Free & FDA Compliant
- ✔ 3-Year Manufacturer's Warranty
- ✔ Quality Construction & Durable
- ✔ In Stock and On Sale Today



★★★★☆ [Read 1 Review](#) or [Write a Review](#) | [Ask a Question](#)

Please select from the following option(s) to see pricing and availability.

Jolly 25 Motorized Destemmer Only W/Screw Feed & Must Pump

[← WRS & WCR Series Water Removal System](#)

**WCR-9SS 4/10 HP, 110 GPM @ 5' Wastewater Collection/Removal System  
w/ Steel Cover**

SKU: 509082 Brand: Little Giant

★★★★★ (1)

[illegible]

SHANTI WINE

194 Camino Oruga #9  
Napa, Ca. 94558

FUMIO SUDA ARCHITECT  
1522 WALNUT ST. BERKELEY.

CA94706  
fumioarchitect.com

Project number	2019-442
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Date	12-20-19
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Drawn by	FS
Checked by	FS

**A-3**



# NAPA COUNTY

Planning, Building, and Environmental Services



A Tradition of Stewardship  
A Commitment to Service

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## USE PERMIT APPLICATION

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### ***Before you file an application...***

Before you submit your application materials, and generally as early in the process as possible, give the Planning Division a call at 707.253.4417 or send us an email at [planning@countyofnapa.org](mailto:planning@countyofnapa.org) to schedule a Pre-Application Review Meeting. Pre-Application Meetings (or Pre-Apps) give you an opportunity to get initial feedback from County staff, to discuss the specific items which will need to be included in your submittal, and (as necessary) to review the property's history and the County's environmental sensitivity mapping. Pre-Application Meetings are a required part of the use permit application process; they also help the County provide you with a more thorough and efficient review.

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## **Contents**

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**Page(s)**

3-4	Use Permit Checklist of Required Application Materials
5-8	Use Permit Application Forms
9-12	Supplemental Application for Winery Uses
13	Initial Statement of Grape Source
14	Water Supply/Waste Disposal Information Sheet
15-16	Traffic Information Sheet
17-24	Best Management Practices Checklist
25-28	Additional Environmental Management
29	Information* Glassy-Winged Sharpshooter
30	Adjoining Property Owner's List Requirements*

*\*These sheets are informational and are for your use/records. They need not be returned to the County with your application materials*



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## Checklist of Required Application Materials

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*Please make sure that the following documents are complete and legible. Consistent with the State Permit Streamlining Act and Departmental policy, the Planning, Building and Environmental Services Department will make an application completeness determination within thirty days of application submittal and the payment of all required initial fees.*

☐ **Pre-Application Review Meeting with Planning Division Staff**

Please call Supervising Planner Charlene Gallina at (707) 299-1355 or via email at [charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org) to schedule.

☐ **Use Permit Application**

The attached Use Permit Application forms must be completed in full and signed by the property owner or their authorized agent. Corporations, partnerships, and the like have special signature requirements as follows:

**Corporations (whether for- or non-profit)**

The chairman of the board OR the president or vice president AND either the secretary, assistant secretary, chief financial officer, or treasurer. Alternately, the application may be signed by any person who is authorized to do so by a corporate resolution (a copy of the resolution should be provided).

**General Partnership**

Any partner of the general partnership.

**Limited Partnership**

A general partner of the limited partnership.

**Association**

The president or general manager of the association.

☐ **Application Fee**

Total Fees will be based on actual time and materials. A deposit (amount of deposit will be determined at the Pre Application meeting) in the amount of \$\_\_\_\_\_, check made payable to County of Napa.

☐ **To-Scale Plans**

Submit five 24" X 36", one 11" x 17" (or half-scale), and one 8½" x 11" copies of plans indicating the following. All plans must be to an identified architect's or engineer's scale and should legibly and comprehensively include the following details:

1. Name, address, and phone number of the owner of record, applicant, engineer, architect, and other project consultants as relevant.
2. Assessor's parcel numbers for all depicted parcels, north arrow (whenever possible, north should be at the top of the sheet), and graphic map scale.
3. Date of plan preparation (*revised plans must be clearly indicated with a new date and marked "revised"*)

4. All property lines of the subject parcel(s) and the dimensions thereof.
5. Location and names of all streets and right-of-ways serving the parcel(s).
6. Topography and elevation information in sufficient detail to properly assess the relationship of the proposed project and/or use to sea level and the contour of the land. Total project cut, fill, and off-haul should be indicated.
7. Location and top-of-bank of all ponds and/or reservoirs on or directly adjacent to the parcel(s).
8. Existing and proposed drainage patterns, drainage courses, and any other drainage improvements.
9. Limits of the FEMA 100-year floodplain and/or floodway if any portion of the parcel(s) is located within a mapped flood zone.
10. Location, dimensions, property-line setbacks, and road setbacks (as applicable) of all existing and proposed improvements, including, without limitation: all existing and proposed structures, caves, waste disposal systems, septic system reserve areas, wells, access roads, parking areas, ADA parking spaces, and outdoor work areas (whether covered or uncovered).
11. If the project requests a modification to the County's Road and Street Standards- detailed information on the proposed modification and its environmental context.
12. Location and dimensions of the proposed solid waste and recycling storage area.
13. Location and dimensions of all existing and proposed easements.
14. The areas (if any) that will be landscaped, with a description of the plant varieties, size and location of the materials to be planted and a description of proposed irrigation. The total square footage of proposed landscape areas should be indicated. Note- *projects exceeding 5,000 sq.ft. (residential) or 2,500 sq. ft. (non-residential) of landscaping are subject to additional Water Efficient Landscape Ordinance requirements.*
15. All existing trees with diameters at breast height (dbh) ≥ 6", with dbh, species, and whether the tree is to be removed or preserved indicated for each.
16. Temporary and/or permanent grading spoils storage/disposal areas.

**IF YOUR PROJECT IS A WINERY**, please also submit a single 24" X 36" copy of plans indicating the following. All plans must be to an identified architect's or engineer's scale and should legibly and comprehensively include the following details:

17. Marked-up site plan(s) showing existing and proposed "winery development area" and "winery coverage" in square feet. Please show your work and see the *Supplemental Application for Winery Uses* for definitions.



☐ **To-Scale Floor Plans**

Submit five 24" X 36", one 11" x 17" (or half-scale), and one 8½" x 11" copies of all floor plans. All plans must be to an identified scale and should clearly indicate existing and proposed conditions. Floor plans should legibly and comprehensively include the following details:

1. Dimensions and area of all rooms, hallways, and covered or partially enclosed outdoor areas.
2. Use of each area within each structure.
3. Location of emergency exits.

**IF YOUR PROJECT IS A WINERY**, please also submit a single 24" X 36" copy of plans indicating the following. All plans must be to an identified architect's or engineer's scale and should legibly and comprehensively include the following details:

4. Marked-up plan(s) showing existing and proposed interior and exterior "production area" and "accessory area" in square feet. Please show your work and see p. 11 for definitions.

☐ **To-Scale Building Elevations**

Submit five 24" X 36", one 11" x 17" (or half-scale), and one 8½" x 11" copies of all elevations. Elevations should be to an identified architect's or engineer's scale and should clearly indicate the following existing and proposed information. If no elevation changes are proposed, photographs may be submitted in the place of scaled elevations.

1. All relevant dimensions.
2. Exterior materials.
3. Exterior colors.
4. Existing grade.
5. Finished grade.
6. Finished floor level.
7. Building height consistent with Figure 209-1 of the 1997 *UBC Handbook*.

☐ **Site photographs**

Submit color photographs of the site and its vicinity adequate to depict existing conditions at the time of application submittal.

☐ **Water Supply & Waste Disposal Information**

1. For projects using groundwater- Engineering Division Phase 1 water study, please refer to and complete the Water Availability Analysis
2. For projects served by a water utility- Water service will-serve letter.
3. For projects served by a sewerage utility- Sewage disposal will-serve letter.

☐ **Digital copies**

Submit digital copies (Adobe PDF format) of all submitted information, including all forms, reports, plans, elevations, and/or photos. **Digital copies must also be submitted with any and all revisions or resubmittals.**

☐ **Technical Studies**

The following studies are generally required unless waived by County Planning Staff at or following a Pre-Application Review Meeting. Please see County Planning Staff for a list of pre-qualified consultants.

1. Traffic Study
2. Archeological/Cultural Resources Study
3. Historic Resources Study
4. Biological Study – Includes Spring Botanical Survey
5. Special Studies (The following may be required on a project-specific basis at the discretion of the Planning Director.)
  - \_\_\_\_\_ Noise Study
  - \_\_\_\_\_ Aviation Compatibility Study
  - \_\_\_\_\_ Visual Impacts Study (Generally includes photographic simulations)
  - \_\_\_\_\_ Geological/Geotechnical Hazard Report
  - \_\_\_\_\_ Hydrology (runoff pre- and post-project) Analysis
  - \_\_\_\_\_ Hydraulic (flood impact) Analysis
  - \_\_\_\_\_ Other: \_\_\_\_\_
  - \_\_\_\_\_ Other: \_\_\_\_\_

☐ **Additional Information Required by the Environmental Health;**

1. Soil Evaluation Report if an on-site septic system is proposed.
2. Engineering Feasibility Report if an on-site pond system or engineered septic system is proposed OR if peak waste flows exceed 1,500 gallons per day.
3. Water System Feasibility Report if the water supply system will serve 25 or more people inclusive of employees, visitors, and residents or if kitchen is proposed. See enclosed handout.
4. Water and/or Sewage Disposal Easement if an off-site spring, well, reservoir, storage tank, or individual sewage disposal system is proposed.
5. Completed Business Activities form, enclosed.
6. Solid Waste & Recycling Storage area location and size included on overall site plan. See guidelines at [www.countyofnapa.org/DEM/](http://www.countyofnapa.org/DEM/).
7. Cave setback plan if a cave is proposed. See enclosed handout.

☐ **Please Note**

While this checklist includes all information generally required to process a Use Permit application, it is primarily focused on winery uses. Additional information may be required at the discretion of the Planning, Building, and Environmental Services Director, and in particular in those cases where non-winery commercial uses (such as restaurants) are proposed. **The Planning Division will make every effort to identify any additional required information at or directly following the Pre-application Review Meeting.**





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file No \_\_\_\_\_

**Napa County**  
**Planning, Building, and Environmental Services**  
1195 Third Street, Suite 210, Napa, California, 94559 phone (707) 253-4417  
web [www.countyofnapa.org](http://www.countyofnapa.org) email [planning@countyofnapa.org](mailto:planning@countyofnapa.org)

**Use Permit Application**

*To be completed by Planning staff...*

Application Type: \_\_\_\_\_

Date Submitted: \_\_\_\_\_ Resubmittal(s): \_\_\_\_\_ Date Complete: \_\_\_\_\_

Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Application Fee Deposit: \$ \_\_\_\_\_ Receipt No. \_\_\_\_\_ Received by: \_\_\_\_\_ Date: \_\_\_\_\_

*\*Total Fees will be based on actual time and materials*

*To be completed by applicant...*

Project Name: SHANTI WINES

Assessor's Parcel No: 057-270-013-000 Existing Parcel Size: 1500 SQFT ac.

Site Address/Location: 194 CAMINO ORUGA #9 NAPA CA. 94558  
No. Street City State Zip

Primary Contact: ☒ Owner ☐ Applicant ☐ Representative (attorney, engineer, consulting planner, etc.)

Property Owner: RAY SHARMA

Mailing Address: 2551 SAN RAMON VALLEY BLVD #107-A SAN RAMON, CA. 94583  
No. Street City State Zip

Telephone No: (510) 728-7653 E-Mail: RAY@SHANTIWINES.COM

Applicant (if other than property owner): SHANTI WINES, LLC

Mailing Address: 2551 SAN RAMON VALLEY BLVD #107-A SAN RAMON, CA. 94583  
No. Street City State Zip

Telephone No: (510) 728-7653 E-Mail: RAY@BAYREALTOR.COM

Representative (if applicable): N/A

Mailing Address: N/A  
No. Street City State Zip

Telephone No: ( ) N/A E-Mail: N/A

## Use Permit Information Sheet

### Use

Narrative description of the proposed use (please attach additional sheets as necessary):

THIS REQUEST IS FOR WINERY USE PERMIT.  
THE PROPOSED PROJECT IS FOR GENERAL USE  
PERMIT FOR MEDIUM WINE PRODUCTION.

What, if any, additional licenses or approvals will be required to allow the use?

District N/A

Regional \_\_\_\_\_

State \_\_\_\_\_

Federal ABC

### Improvements

Narrative description of the proposed on-site and off-site improvements (please attach additional sheets as necessary):

INSTALL STAINLESS STEEL WINE TANKS,  
A CRUSH PAD AND WINERY SIGNAGE.

## Improvements, cont.

Total on-site parking spaces:

52 existing

\_\_\_\_\_ proposed

Loading areas:

1 existing

1 proposed

Fire Resistivity (check one; if not checked, Fire Marshal will assume Type V – non rated):

☐ Type I FR

☐ Type II 1 Hr

☐ Type II N (non-rated)

☐ Type III 1 Hr

☐ Type III N

☐ Type IV H.T. (Heavy Timber)

☐ Type V 1 Hr.

☒ Type V (non-rated)

(for reference, please see the latest version of the California Building Code)

Is the project located in an Urban/Wildland Interface area?

☐ Yes

☒ No

Total land area to be disturbed by project (include structures, roads, septic areas, landscaping, etc):

N/A acres

## Employment and Hours of Operation

Days of operation:

DAILY existing

DAILY proposed

Hours of operation:

9:00AM-5PM existing

9:00AM-5PM proposed

Anticipated number of employee shifts:

1 existing

1 proposed

Anticipated shift hours:

8 existing

SAME proposed

Maximum Number of on-site employees:

☒ 10 or fewer

☐ 11-24

☐ 25 or greater (specify number) \_\_\_\_\_



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## Certification and Indemnification

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Applicant certifies that all the information contained in this application, including all information required in the Checklist of Required Application Materials and any supplemental submitted information including, but not limited to, the information sheet, water supply/waste disposal information sheet, site plan, floor plan, building elevations, water supply/waste disposal system site plan and toxic materials list, is complete and accurate to the best of his/her knowledge. Applicant and property owner hereby authorize such investigations including access to County Assessor's Records as are deemed necessary by the County Planning Division for preparation of reports related to this application, *including the right of access to the property involved.*

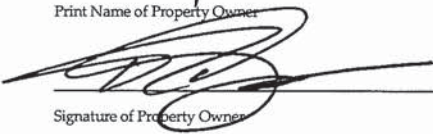
Pursuant to Chapter 1.30 of the Napa County Code, as part of the application for a discretionary land use project approval for the project identified below, Applicant agrees to defend, indemnify, release and hold harmless Napa County, its agents, officers, attorneys, employees, departments, boards and commissions (hereafter collectively "County") from any claim, action or proceeding (hereafter collectively "proceeding") brought against County, the purpose of which is to attack, set aside, void or annul the discretionary project approval of the County, or an action relating to this project required by any such proceeding to be taken to comply with the California Environmental Quality Act by County, or both. This indemnification shall include, but not be limited to damages awarded against the County, if any, and cost of suit, attorneys' fees, and other liabilities and expenses incurred in connection with such proceeding that relate to this discretionary approval or an action related to this project taken to comply with CEQA whether incurred by the Applicant, the County, and/or the parties initiating or bringing such proceeding. Applicant further agrees to indemnify the County for all of County's costs, attorneys' fees, and damages, which the County incurs in enforcing this indemnification agreement.

Applicant further agrees, as a condition of project approval, to defend, indemnify and hold harmless the County for all costs incurred in additional investigation of or study of, or for supplementing, redrafting, revising, or amending any document (such as an EIR, negative declaration, specific plan, or general plan amendment) if made necessary by said proceeding and if the Applicant desires to pursue securing approvals which are conditioned on the approval of such documents.

In the event any such proceeding is brought, County shall promptly notify the Applicant of the proceeding, and County shall cooperate fully in the defense. If County fails to promptly notify the Applicant of the proceeding, or if County fails to cooperate fully in the defense, the Applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the County. The County shall retain the right to participate in the defense of the proceeding if it bears its own attorneys' fees and costs, and defends the action in good faith. The Applicant shall not be required to pay or perform any settlement unless the settlement is approved by the Applicant.

RAY SHARMA

Print Name of Property Owner



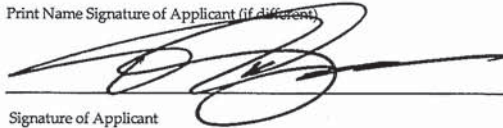
Signature of Property Owner

12/18/19

Date

SHANTI WINES

Print Name Signature of Applicant (if different)



Signature of Applicant

12/18/19

Date

## Supplemental Application for Winery Uses

### Operations

Please indicate whether the activity or uses below are already legally **EXISTING**, whether they exist and are proposed to be **EXPANDED** as part of this application, whether they are **NEWLY PROPOSED** as part of this application, or whether they are neither existing nor proposed (**NONE**).

Retail Wine Sales	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Tours and Tasting- Open to the Public	<input checked="" type="checkbox"/> Existing			
Tours and Tasting- By Appointment	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Tours and Tastings	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Marketing Events*	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Marketing Events	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Will food be prepared...		<input type="checkbox"/> On-Site?	<input checked="" type="checkbox"/> Catered?	
Public display of art or wine-related items	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None

\* For reference please see definition of "Marketing," at Napa County Code §18.08.370 - <http://library.municode.com/index.aspx?clientId=16513>

### Production Capacity \*

Please identify the winery's...

Existing production capacity: N/A gal/y Per permit No: N/A Permit date: N/A  
 Current maximum actual production: N/A gal/y For what year? N/A  
 Proposed production capacity: MAXIMUM ALLOWED gal/y

\* For this section, please see "Winery Production Process," at page 11.

### Visitation and Hours of Operation

Please identify the winery's...

Maximum daily tours and tastings visitation:	<u>N/A</u> existing	<u>12</u> proposed
Average daily tours and tastings visitation <sup>1</sup> :	<u>N/A</u> existing	<u>12</u> proposed
Visitation hours (e.g. M-Sa, 10am-4pm):	<u>N/A</u> existing	<u>10 am - 6 pm</u> proposed
Non-harvest Production hours <sup>2</sup> :	<u>N/A</u> existing	<u>9 am - 6 pm</u> proposed

<sup>1</sup> Average daily visitation is requested primarily for purposes of environmental review and will not, as a general rule, provide a basis for any condition of approval limiting allowed winery visitation.

<sup>2</sup> It is assumed that wineries will operate up to 24 hours per day during crush.



## Grape Origin

All new wineries and any existing (pre-WDO) winery expanding beyond its winery development area must comply with the 75% rule and complete the attached "Initial Statement of Grape Source". See Napa County Code §18.104.250 (B) & (C).

## Marketing Program

Please describe the winery's proposed marketing program. Include event type, maximum attendance, food service details, etc. Differentiate between existing and proposed activities. (Attach additional sheets as necessary.)

TASTINGS : 12 PER DAY  
WINE EVENTS: 2-4 PER MONTH  
WINE CLUB EVENT: 4 PER YEAR

## Food Service

Please describe the nature of any proposed food service including type of food, frequency of service, whether prepared on site or not, kitchen equipment, eating facilities, etc. Please differentiate between existing and proposed food service. (Attach additional sheets as necessary.)

CATERING FOR WINE CLUB EVENTS/SPECIAL  
EVENTS



## Definitions

The below are paraphrased from County Code, please see referenced code sections for full text.

- Winery Development Area** – All aggregate paved or impervious or semi-permeable ground surface areas of the production facility which includes all storage areas (except caves), offices, laboratories, kitchens, tasting rooms and paved parking areas for the exclusive use of winery employees. *See Napa County Code §18.104.210*
- Winery Coverage** – The total square foot area of all winery building footprints, all aggregate paved or impervious ground surface areas of the production facility which includes all outside work, tank and storage areas (except caves); all paved areas including parking and loading areas, walkways, and access driveways to public or private roads or rights-of-way; and all above-ground wastewater and run-off treatment systems. *See Napa County Code §18.104.220*
- Production Facility** – (For the purpose to calculate the maximum allowable accessory use) The total square footage of all winery crushing, fermenting, bottling, bulk and bottle storage, shipping, receiving, laboratory, equipment storage and maintenance facilities, and employee-designated restrooms but does not include wastewater treatment or disposal areas which cannot be used for agricultural purposes. *See Napa County Code §18.104.200*
- Accessory Use** - The total square footage of area within winery structures used for accessory uses related to a winery that are not defined as “production facility” which would include offices, lobbies/waiting rooms, conference/meeting rooms, non-production access hallways, kitchens, tasting rooms (private and public areas), retail space areas, libraries, non-employee designated restrooms, art display areas, or any area within winery structures not directly related to wine production. *See Napa County Code §18.104.200*

## Conservation Development and Planning Winery Production Process



The Napa County Code contains various references to winery production and refers to production capacity as “the wine bottled or received” at a winery and refers to “bottling and storage of bottled wine and shipping and receiving of bulk and bottled wine” (Code Section 18.16.030(G)(4)).<sup>1</sup>

This handout was developed by the County planning staff with the assistance of a number of local industry representatives to assist property owners and other interested parties in interpreting Napa County Code references to winery production. It does not create a new definition or regulation.

A winery’s total annual production equals either (1) the sum of all wine created through fermentation in a given year, plus the net total of all fermented bulk wine received and shipped in the same year, including all bottled wine received on the premises during the same year; or (2) the amount of wine bottled on the premises in the same given year, whichever is greater.

Using the diagram on the right, this means the greater of  $A + (B - C)$ , or  $D$ . If  $B - C$  is a negative number, total production is equal to either  $A$  or  $D$ , whichever is greater.

This interpretation holds true for all physical winery facilities regardless of the number of business entities (e.g. Alternating Proprietors/Custom Crush) they accommodate or the date that their production capacity was established or recognized. However, wineries occupying multiple facilities are governed by the specific terms of their use permit or Certificate of Legal Non-conformity (CLN), which may vary.

Quantities represented by items A through D on the diagram can be determined by reviewing a winery’s annual submittals to the federal Bureau of Alcohol, Tobacco and Firearms (ATF). The County may periodically request a copy of these submittal(s) as a way to monitor compliance with previously adopted conditions/requirements. The County recognizes that annual variations can occur due to the grape harvest and the timing of finishing/bottling, and will generally review and average three to five consecutive years of data.

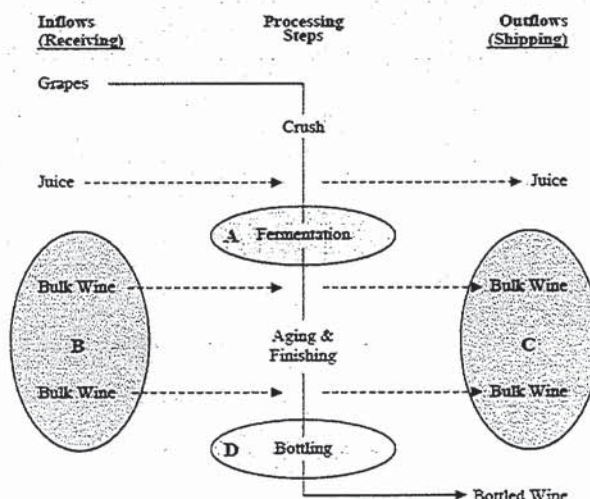


Figure 1. Winery Production Process

<sup>1</sup> The complexity of these statements can be attributed to the authors’ desire to avoid “double counting” bulk wine that is both received and bottled at a winery, and the fact that multiple vintages are present within a winery at any given time.

## Winery Coverage and Accessory/Production Ratio

**Winery Development Area.** Consistent with the definition at "a.," at page 11 and with the marked-up site plans included in your submittal, please indicate your proposed winery development area. If the facility already exists, please differentiate between existing and proposed.

Existing N/A sq. ft. N/A acres  
Proposed 500 sq. ft. \_\_\_\_\_ acres

**Winery Coverage.** Consistent with the definition at "b.," at page 11 and with the marked-up site plans included in your submittal, please indicate your proposed winery coverage (maximum 25% of parcel or 15 acres, whichever is less).

500 sq. ft. N/A acres 35% % of parcel

**Production Facility.** Consistent with the definition at "c.," at page 11 and the marked-up floor plans included in your submittal, please indicate your proposed *production* square footage. If the facility already exists, please differentiate between existing and proposed.

Existing 500 sq. ft. Proposed 500 sq. ft.

**Accessory Use.** Consistent with the definition at "d.," at page 11 and the marked-up floor plans included in your submittal, please indicate your proposed *accessory* square footage. If the facility already exists, please differentiate between existing and proposed. (maximum = 40% of the production facility)

Existing 500 sq. ft. 35% % of production facility  
Proposed 500 sq. ft. 35% % of production facility

## Caves and Crushpads

If new or expanded caves are proposed please indicate which of the following best describes the public accessibility of the cave space:

- ☐ None – no visitors/tours/events (Class I) ☐ Guided Tours Only (Class II) ☐ Public Access (Class III)  
☐ Marketing Events and/or Temporary Events (Class III)

Please identify the winery's...

Cave area Existing: N/A sq. ft. Proposed: N/A sq. ft.  
Covered crush pad area Existing: N/A sq. ft. Proposed: 500 sq. ft.  
Uncovered crush pad area Existing: N/A sq. ft. Proposed: N/A sq. ft.



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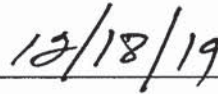
## Initial Statement of Grape Source

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Pursuant to Napa County Zoning Ordinance Sections 12419(b) and (c),  
I hereby certify that the current application for establishment or expansion of a winery  
pursuant to the Napa County Winery Definition Ordinance will employ sources of  
grapes in accordance with the requirements of Section 12419(b) and/or (c) of that  
Ordinance.



Owner's Signature



Date

*Letters of commitment from grape suppliers and supporting documents may be required prior to issuance of any building permits for the project. Recertification of compliance will be required on a periodic basis. Recertification after initiation of the requested wine production may require the submittal of additional information regarding individual grape sources. Proprietary information will not be disclosed to the public.*



## Water Supply/ Waste Disposal Information Sheet

### Water Supply

Please attach completed Phase I Analysis sheet.

	Domestic	Emergency
Proposed source of water (e.g., spring, well, mutual water company, city, district, etc.):	<u>NAPA</u>	<u>NAPA</u>
Name of proposed water supplier (if water company, city, district):	<u>NAPA</u>	<u>NAPA</u>
Is annexation needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Current water use:	<u>N/A</u> gallons per day (gal/d)	
Current water source:	<u>NAPA</u>	<u>NAPA</u>
Anticipated future water demand:	_____ gal/d	_____ gal/d
Water availability (in gallons/minute):	_____ gal/m	_____ gal/m
Capacity of water storage system:	_____ gal	_____ gal
Type of emergency water storage facility if applicable (e.g., tank, reservoir, swimming pool, etc.):	<u>N/A</u>	

### Liquid Waste

Please attach Septic Feasibility Report

	Domestic	Other
Type of waste:	<u>sewage</u>	
Disposal method (e.g., on-site septic system, on-site ponds, community system, district, etc.):	_____	_____
Name of disposal agency (if sewage district, city, community system):	<u>NAPA</u>	<u>NAPA</u>
Is annexation needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Current waste flows (peak flow):	_____ gal/d	_____ gal/d
Anticipated future waste flows (peak flow):	_____ gal/d	_____ gal/d
Future waste disposal design capacity:	_____ gal/d	_____ gal/d

### Solid Waste and Recycling Storage and Disposal

Please include location and size of solid waste and recycling storage area on site plans in accordance with the guidelines available at [www.countyofnapa.org/dem](http://www.countyofnapa.org/dem).

### Hazardous and/or Toxic Materials

If your facility generates hazardous waste or stores hazardous materials above threshold planning quantities (55 gallons liquid, 500 pounds solid or 200 cubic feet of compressed gas) then a hazardous materials business plan and/or a hazardous waste generator permit will be required.

### Grading Spoils Disposal

Where will grading spoils be disposed of?  
(e.g. on-site, landfill, etc. If off-site, please indicate where off-site):

N/A

## Winery Traffic Information / Trip Generation Sheet

### Traffic during a Typical Weekday

Number of FT employees: 1 x 3.05 one-way trips per employee = 3.05 daily trips.

Number of PT employees: 1 x 1.90 one-way trips per employee = 1.09 daily trips.

Average number of weekday visitors: 7 / 2.6 visitors per vehicle x 2 one-way trips = 18.2 daily trips.

Gallons of production: \_\_\_\_\_ / 1,000 x .009 truck trips daily<sup>3</sup> x 2 one-way trips = \_\_\_\_\_ daily trips.

**Total** = \_\_\_\_\_ daily trips.

Number of total weekday trips x .38 = \_\_\_\_\_ PM peak trips.

### Traffic during a Typical Saturday

Number of FT employees (on Saturdays): 1 x 3.05 one-way trips per employee = 3.05 daily trips.

Number of PT employees (on Saturdays): 1 x 1.90 one-way trips per employee = 1.90 daily trips.

Average number of weekend visitors: 5 / 2.8 visitors per vehicle x 2 one-way trips = 14.00 daily trips.

**Total** = 18.95 daily trips.

Number of total Saturday trips x .57 = \_\_\_\_\_ PM peak trips.

### Traffic during a Crush Saturday

Number of FT employees (during crush): 1 x 3.05 one-way trips per employee = 3.05 daily trips.

Number of PT employees (during crush): 1 x 1.90 one-way trips per employee = 1.90 daily trips.

Average number of weekend visitors: 7 / 2.8 visitors per vehicle x 2 one-way trips = 38.55 daily trips.

Gallons of production: \_\_\_\_\_ / 1,000 x .009 truck trips daily x 2 one-way trips = \_\_\_\_\_ daily trips.

Avg. annual tons of grape on-haul: \_\_\_\_\_ x .11 truck trips daily<sup>4</sup> x 2 one-way trips = \_\_\_\_\_ daily trips.

**Total** = \_\_\_\_\_ daily trips.

Number of total Saturday trips x .57 = \_\_\_\_\_ PM peak trips.

### Largest Marketing Event- Additional Traffic

Number of event staff (largest event): 2 x 2 one-way trips per staff person = 4 trips.

Number of visitors (largest event): 10 / 2.8 visitors per vehicle x 2 one-way trips = 28 trips.

Number of special event truck trips (largest event): 0 x 2 one-way trips = 0 trips.

<sup>3</sup> Assumes 1.47 materials & supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year (see *Traffic Information Sheet Addendum* for reference).

<sup>4</sup> Assumes 4 tons per trip / 36 crush days per year (see *Traffic Information Sheet Addendum* for reference).

## Traffic Information Sheet Addendum

### Information for Caltrans Review

Application should include:

#### **Project Location**

- Site Plan showing all driveway location(s)
- Show detail of Caltrans right-of-way
- Aerial photo at a readable scale

#### **Trip Generation Estimate**

- Please provide separate Winery Traffic Information / Trip Generation Sheets for existing and proposed operations.

### Napa County Winery Traffic Generation Characteristics

#### **Employees**

Half-hour lunch: All - 2 trips/day (1 during weekday PM peak)  
Hour lunch: Permanent Full-Time – 3.2 trips/day (1 during weekday PM peak)  
Permanent Part-Time – 2 trips/day (1 during weekday PM peak)  
Seasonal: 2 trips/day (0 during weekday PM peak)—crush  
see full time above—bottling  
Auto Occupancy: 1.05 employees/auto

#### **Visitors**

Auto occupancy:  
Weekday = 2.6 visitors/auto  
Weekend = 2.8 visitors/auto

#### **Peaking Factors:**

Peak Month: 1.65 x average month  
Average Weekend: 0.22 x average month  
Average Saturday: 0.53 x average weekend  
Peak Saturday: 1.65 x average Saturday  
Average Sunday: 0.8 x average Saturday  
Peak Sunday: 2.0 x average Sunday

Peak Weekend Hour: Winery (3-4 PM) - 0.57 x total for weekend day involved

Average 5-Day Week (Monday-Friday) - 1.3 x average weekend

Average Weekday: 0.2 x average 5-day week

Peak Weekday Hour: Winery (3-4 PM) - 0.57 x total for weekday involved

Roadway PM Peak(4-5 PM?) - 0.38 x total for weekday involved

#### **Service Vehicles**

Grapes (36 days (6weeks)/season): 1.52 trips/1000 gals/season (4 ton loads assumed)

Materials/Supplies (250 days/yr): 1.47 trips/1000 gals/yr

Case Goods (250 days/yr): 0.8 trips/1000 gal/yr



**NAPA COUNTY UNIFIED PROGRAM CONSOLIDATED FORM  
FACILITY INFORMATION  
BUSINESS ACTIVITIES**

Page 1 of

**I. FACILITY IDENTIFICATION**

FACILITY ID# (Agency Use Only)		EPA ID# (Hazardous Waste Only)	
BUSINESS NAME (Same as Facility Name of DBA-Doing Business As)	SHANTI WINES		
BUSINESS SITE ADDRESS	194 CAMINO ORUGA #9		
BUSINESS SITE CITY	NAPA	CA	ZIP CODE 94558
CONTACT NAME	RAY SHARMA	PHONE (510)	728-7653

**II. ACTIVITIES DECLARATION**

**NOTE: If you check YES to any part of this list, please submit the Business Owner/Operator Identification page.**

Does your facility...	If Yes, please complete these pages of the UPCF ....
<b>A. HAZARDOUS MATERIALS</b> Have on site (for any purpose) at any one time, hazardous materials at or above 55 gallons for liquids, 500 pounds for solids, or 200 cubic feet for compressed gases (include liquids in ASTs and USTs); or the applicable Federal threshold quantity for an extremely hazardous substance specified in 40 CFR Part 355, Appendix A or B; or handle radiological materials in quantities for which an emergency plan is required pursuant to 10 CFR Parts 30, 40 or 70?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 4 HAZARDOUS MATERIALS INVENTORY - CHEMICAL DESCRIPTION
<b>B. REGULATED SUBSTANCES</b> Have Regulated Substances stored onsite in quantities greater than the threshold quantities established by the California Accidental Release Prevention Program (CalARP)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 4a Coordinate with your local agency responsible for CalARP.
<b>C. UNDERGROUND STORAGE TANKS (USTs)</b> Own or operate underground storage tanks?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 5 UST FACILITY (Formerly SWRCB Form A); UST TANK (one page per tank) (Formerly Form B)
<b>D. ABOVE GROUND PETROLEUM STORAGE</b> Own or operate ASTs above these thresholds: Store greater than 1,320 gallons of petroleum products (new or used) in aboveground tanks or containers.	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 8 NO FORM REQUIRED TO CUPAs
<b>E. HAZARDOUS WASTE</b> Generate hazardous waste? Recycle more than 100 kg/month of excluded or exempted recyclable materials (per HSC 25143.2)? Treat hazardous waste on-site? Treatment subject to financial assurance requirements (for Permit by Rule and Conditional Authorization)? Consolidate hazardous waste generated at a remote site? Need to report the closure/removal of a tank that was classified as hazardous waste and cleaned on-site? Generate in any single calendar month 1,000 kilograms (kg) (2,200 pounds) or more of federal RCRA hazardous waste, or generate in any single calendar month, or accumulate at any time, 1 kg (2.2 pounds) of RCRA acute hazardous waste; or generate or accumulate at any time more than 100 kg (220 pounds) of spill cleanup materials contaminated with RCRA acute hazardous waste. Household Hazardous Waste (HHW) Collection site?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 9 EPA ID NUMBER - provide at the top of this page <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 10 RECYCLABLE MATERIALS REPORT (one per recycler) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 11 ON-SITE HAZARDOUS WASTE TREATMENT - FACILITY ON-SITE HAZARDOUS WASTE TREATMENT - UNIT (one page per unit) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 12 CERTIFICATION OF FINANCIAL ASSURANCE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 13 REMOTE WASTE / CONSOLIDATION SITE ANNUAL NOTIFICATION <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 14 HAZARDOUS WASTE TANK CLOSURE CERTIFICATION <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 14a Obtain federal EPA ID Number, file Biennial Report (EPA Form 8700-13A/B), and satisfy requirements for RCRA Large Quantity Generator. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 14b See CUPA for required forms.

**F. LOCAL REQUIREMENTS**

(You may also be required to provide additional information by your CUPA or local agency.)

UPCF Rev. (12/2007)



## Business Activities

Please submit the Business Activities page, the Business Owner/Operator Identification page, and Hazardous Materials Inventory - Chemical Description pages for all submissions. (Note: the numbering of the instructions follows the data element numbers that are on the Unified Program Consolidated Form (UPCF) pages. These data element numbers are used for electronic submission and are the same as the numbering used in Division 3, Electronic Submittal of Information). Please number all pages of your submittal. This helps your CUPA or AA identify whether the submittal is complete and if any pages are separated.

1. FACILITY ID NUMBER - Leave this blank. This number is assigned by the Certified Unified Program Agency (CUPA) or Administering Agency (AA). This is the unique number which identifies your facility.
2. EPA ID NUMBER - If you generate, recycle, or treat hazardous waste, enter your facility's 12-character U.S. Environmental Protection Agency (U.S. EPA) or California Identification number. For facilities in California, the number usually starts with the letters "CA". If you do not have a number, contact the Department of Toxic Substances Control (DTSC) Telephone Information Center at (916) 324-1781, (800) 61-TOXIC or (800) 61-86942, to obtain one.
3. BUSINESS NAME - Enter the full legal name of the business. This is the same as the terms "Facility Name" or "Unified Program Business Name" that might have been used in the past.
103. BUSINESS SITE ADDRESS - Enter the street address where the facility is located. No post office box numbers are allowed. This information must provide a means to geographically locate the facility.
104. BUSINESS SITE CITY - Enter the city or unincorporated area in which business site is located.
105. ZIP CODE - Enter the zip code of business site. The extra 4 digit zip may also be added.
106. CONTACT - Enter a contact person's name.
107. PHONE - Enter a contact phone number

### 4. HAZARDOUS MATERIALS -

Check the box to indicate whether you have a hazardous material onsite. You have a hazardous material onsite if:

- It is handled in quantities equal to or greater than 500 pounds, 55 gallons, or 200 cubic feet of compressed gas (calculated at standard temperature and pressure).
- It is handled in quantities equal to or greater than the applicable federal threshold planning quantity for an extremely hazardous substance listed in 40 CFR Part 355, Appendix A.
- Radioactive materials are handled in quantities for which an emergency plan is required to be adopted pursuant to Part 30, Part 40, or Part 70 of Chapter 10 of 10 CFR, or pursuant to any regulations adopted by the state in accordance with these regulations.

If you have a hazardous material onsite, then you must complete the Business Owner/Operator Identification page and the Hazardous Materials Inventory - Chemical Description page, as well as an Emergency Response Plan and Training Plan.

For more information, you may wish to consult the Unified Program Consolidated Form (UPCF) page 10.

- 4a. REGULATED SUBSTANCES - Refer to 19 OCR 27705 for regulated substances. Check the box to indicate whether your facility has CalARP regulated substances stored onsite.
5. OWN OR OPERATE UNDERGROUND STORAGE TANK (UST) - Check the appropriate box to indicate whether you own or operate USTs containing hazardous substances as defined in Health and Safety Code (HSC) 25141. If YES, then you must complete one UST Facility page and UST Tank pages for each tank. You must also submit a plot plan and a monitoring program plan.
8. OWN OR OPERATE ABOVEGROUND PETROLEUM STORAGE TANK OR CONTAINER - Check the appropriate box to indicate whether there are ASTs onsite which exceed the regulatory thresholds. (There is no UPCF page for ASTs.) This program applies to all facilities storing petroleum in aboveground tanks. Petroleum means crude oil, or any fraction thereof, which is liquid at 60 degrees Fahrenheit temperature and 14.7 pounds per square inch absolute pressure (HSC 25276.2(g)). A facility must have a cumulative storage capacity greater than 1,320 gallons for all ASTs. NOT Subject to the Act (exemptions):  
An aboveground petroleum storage tank (AST) facility with one or more of the following per HSC 25276.2(g) is exempt from this act and is exempt:  
  - A pressure vessel or boiler which is subject to Division 5 of the Labor Code.
  - A storage tank containing hazardous waste if a hazardous waste facility permit has been issued for the storage tank by DTSC.
  - An aboveground oil production tank which is regulated by the Division of Oil and Gas.
  - Certain oil-filled electrical equipment including but not limited to transformers, circuit breakers, or capacitors.
9. HAZARDOUS WASTE GENERATOR - Check the appropriate box to indicate whether your facility generates hazardous waste. A generator is the person or business whose acts or processes produce a hazardous waste or who causes a hazardous substance or waste to become subject to State hazardous waste law. If your facility generates hazardous waste, you must obtain and use an EPA identification number (ID) in order to properly transport and dispose of it. Report your EPA ID number in 42. Hazardous waste means a waste that meets any of the criteria for the identification of a hazardous waste adopted by DTSC pursuant to HSC 25141. "Hazardous waste" includes, but is not limited to, federally regulated hazardous waste. Federal hazardous waste law is known as the Resource Conservation and Recovery Act (RCRA). Unless explicitly stated otherwise, the term "hazardous waste" also includes extremely hazardous waste and acutely hazardous waste.
10. RECYCLE - Check the appropriate box to indicate whether you recycle more than 100 kilograms per month of recyclable material under a claim that the material is excluded or exempt per HSC 25142. Check YES and complete the Recyclable Materials Report pages. If you cannot recycled phone or recycled excluded recyclable materials which were generated onsite. Check NO - you only send recyclable materials to an off-site recycler. You do not need to report.
11. ONSITE HAZARDOUS WASTE TREATMENT - Check the appropriate box to indicate whether your facility engages in onsite treatment of hazardous waste. "Treatment" means any method, technique, or process which is designed to change the physical, chemical, or biological character or composition of any hazardous waste or any material contained therein, or removes or reduces its harmful properties or characteristics for any purpose. "Treatment" does not include the removal of residues from manufacturing process equipment for the purposes of cleaning that equipment. Amendments (effective 1/1/99) add exemptions from the definition of "treatment" for certain processes under specific limited conditions. Refer to HSC 25 29.5 (b) for these specific exemptions. Treatment of certain stationary hazardous waste is not required for this facility. Refer to HSC 25002.2 for specific information. Please contact your CUPA to determine if any exemptions apply to your facility. If your facility engages in onsite treatment of hazardous waste then complete the Onsite Hazardous Waste Treatment Notification - Facility page and one set of Onsite Hazardous Waste Treatment Notification - Unit pages with waste and treatment process information for each unit.
12. FINANCIAL ASSURANCE - Check the appropriate box to indicate whether your facility is subject to financial assurance requirements for closure of an onsite treatment unit. Unless they are exempt, Permit by Rule (PBR) and Conditionally Authorized (CA) operations are required to provide financial assurance (California Public Resources Code 25141.5 and 25142.5). If your facility requires financial assurance, then complete the Certification of Financial Assurance page.
13. REMOTE WASTE CONSOLIDATION SITE - Check the appropriate box to indicate whether your facility consolidates hazardous waste generated at a remote site. **NOTE:** If YES, you are a hazardous waste generator that collects hazardous waste initially at remote sites and subsequently transports the hazardous waste to a consolidation site for site operation. You must be eligible pursuant to the conditions in HSC 25141.5. If your facility consolidates hazardous waste generated at a remote site, then complete the Remote Waste Consolidation Site Annual Notification page.
14. HAZARDOUS WASTE TANK CLOSURE - Check the appropriate box to indicate whether the tank being closed would be classified as hazardous waste after its contents are removed. Classification could be based on:  
  - Your knowledge of the tank and its contents
  - The nature rule
  - Testing of the tank
  - The listed wastes in 40 CFR 261.31 or 40 CFR 261.32.
  - Inability to remove hazardous materials stored in the tank.

If the tank being closed would be classified as hazardous waste after its contents are removed, then you must complete the Hazardous Waste Tank Closure Certification page.
- 14a. RCRA LQG - Check the appropriate box to indicate whether your facility is a Large Quantity Generator. If YES, you must have or obtain a US EPA ID Number.
- 14b. HOUSEHOLD HAZARDOUS WASTE COLLECTION - Check the appropriate box to indicate whether your facility is a H-HW Collection site.
15. LOCAL REQUIREMENTS - Some CUPAs or AAs may require additional information. Check with your CUPA before submitting the UPCF to determine if any supplemental information is required.





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**Environmental Management**

1195 Third Street, Suite 101  
Napa, CA 94559  
[www.co.napa.ca.us](http://www.co.napa.ca.us)

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

**Steven Lederer**  
Director

**Unified Programs (Hazardous Materials Business Plan, Hazardous Waste, Extremely Hazardous Substances, Aboveground Storage Tanks, and Underground Storage Tanks):**

Be sure to complete the Napa County Department of Environmental Management Business Activities Form included in the Use Permit Application Package. Essentially, facilities that store hazardous materials above threshold planning quantities (55 gallons of liquid, 200 cubic feet of compressed gas, or 500 pounds of a solid), generate hazardous waste(s), handle extremely hazardous substances (aqueous ammonia, anhydrous ammonia, peracetic acid, sulfur dioxide gas, etc), store petroleum products in excess of 1,320 gallons in aboveground tanks, and/or plan on storing hazardous substances in underground storage tanks shall contact the Napa County Department of Environmental Management at 707.253.4471 to obtain the required permits in addition to completing the required forms. Please keep in mind that facilities that are required to complete a Hazardous Materials Business Plan shall file said plan within 30 days of bringing above threshold planning quantities of hazardous materials onsite.

**Stormwater:**

There are two different stormwater programs that facilities may qualify for in Napa County. The first program is based on the State of California Water Resources Board's (SWRCB) Industrial Permitting program. If a facility has a regulated Standard Industrial Classification (SIC) Code, it must register with the SWRCB by completing a Notice of Intent and complete a Stormwater Pollution Prevention Plan. Additional information, including a list of regulated SIC codes, may be found at:

[http://www.swrcb.ca.gov/water\\_issues/programs/stormwater/industrial.shtml](http://www.swrcb.ca.gov/water_issues/programs/stormwater/industrial.shtml)

The most prevalent regulated industry in Napa County is wineries with a SIC code of 2084.

The second program requires facilities that do not have a regulated SIC code but may still pose a threat to stormwater obtain a permit from Napa County, but the preparation of a SWPPP is not required.

*Please provide accurate information as this information will be used to determine what conditions, if any, will be placed on the Use Permit Application. If questions arise, you are encouraged to contact the Napa County Department of Environmental Management at 707.253.4471 for further assistance.*





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Steven Lederer  
Director

## MEMORANDUM

To:	All interested parties (applicants, engineers, property owners)	From:	Department of Environmental Management
Date:	Revised March 7, 2011 Revised November 2009 January 2004	Re:	Procedure to verify septic system and cave clearance distances

The clearance distances between caves and septic systems were established to ensure that appropriate health and safety considerations have been made with respect to the location of cave structures and septic systems. Napa County Code, Section 13.28.040 establishes minimum clearance distances between septic systems and cave structures and this memo describes the process for demonstrating the proposed cave meets the appropriate clearance. In developing the clearance distances and this procedure, the potential impact of cave drains on existing septic systems was considered as well as the potential impact of the septic system on a cave.

The following procedure will be used to verify distances between the cave and septic system(s) meet the minimum clearance distances specified in County Code, Section 13.28.040:

*Prior to this Department recommending approval of Use Permit applications and building permit applications not requiring a Use Permit, an accurate legible plan showing all existing septic systems within 1500 feet of the cave must be submitted for review and approval. Full scaled drawings of the cave structure must be submitted showing cave tunnel elevations. Additionally, if a cave is proposed upgradient of an existing or proposed septic system the plan must include details on cave drainage to evaluate the potential impact on existing or proposed septic systems located downgradient of the cave structures.*

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## Glassy-Winged Sharpshooter Requirements

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### A NEW REQUIREMENT FOR ALL DEVELOPERS AND LANDSCAPE CONTRACTORS FROM THE COUNTY AGRICULTURAL COMMISSIONER

*Please notify our office of all impending deliveries of live plants with points of origin outside Napa County.*

Napa County needs your help in preventing the introduction of the Glassy-Winged Sharpshooter (GWSS) into our area. The magnitude of the threat that this half-inch long leafhopper insect poses to our local economy, the environment and our quality of life cannot be overstated.

GWSS feeds off a wide variety of plants and possesses the capability of transmitting a bacterium that causes Pierce's Disease (PD). Grapevines are highly susceptible to a particular strain of this bacterium, which chokes off the water and nutrient flow and eventually kills the plant. GWSS is a stronger flier and a more voracious eater than the common native vectors of PD, and it can quickly spread to all types of habitats in a given location. Ornamental plants and native vegetation may not show any symptoms, but they can serve as reservoirs of PD for many years. GWSS picks up the disease from these infected plants and transmits it to the vineyards while feeding on the grapevines. No other county has as much at risk economically from the threat of PD spread by GWSS.

To combat this threat, Napa County has gone beyond the standard state quarantine regulations in implementing the most rigorous inspection program of any county in the state for incoming plant shipments. *We are asking for your cooperation to purchase plant materials locally when possible and notify our office of all impending deliveries of live plants with points of origin outside Napa County.* An evaluation based on the origin and contents of each shipment will then be made, and, if necessary, trained personnel will be promptly dispatched to perform an inspection upon its arrival at your destination site. When you purchase ornamental plants from local nurseries, the special restrictions imposed by this county program would not apply.

In conjunction with these plant inspections, the Napa County Agricultural Commissioner's Office has developed an extensive year 'round pest detection program aimed at discovering any possible existing GWSS infestations. Thousands of traps have been set up throughout the county and are routinely monitored by staff members and with the help of vineyards personnel. Sweep surveys are conducted at developments which have been landscaped within the last few years as well as at other high-risk locations. We also participate in meetings, discussions and the distribution of informational materials to educate the public and members of the industry about this matter. Please look over the attached brochures, share them with your employees and contact us if you have any training needs, questions or concerns. Our goal is to have everyone in the community aware and helping us look for GWSS!

Thank you for your continued assistance in providing a greater level of protection to safeguard our community from this serious menace.

Sincerely,

*David R. Whitmer*

Napa County Agricultural Commissioner



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## Adjoining Property Owner List Requirements

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All applications shall include a list of the current owners of all the properties whose outer perimeters are within **1000 feet** of the property boundary of the project site. The list shall include the property owner's names, their addresses, and the assessor's parcel numbers of the property owned. The list may be expanded to include other affected property owners at the discretion of the Planning, Building, and Environmental Services Director as well as individuals having a request for notice on file with the Commission Clerk.

Preparation, verification and submission of this list of property owners is the responsibility of the applicant. Lists of the property owners appearing on County tax rolls in the form required are available from all local title insurance companies. Each such list must be certified by a title insurance company as reflecting the most recent County tax roll information. While the mailing list is not necessarily required at initial project submittal, the project cannot be noticed for hearing without it.

### Instructions to the Title Company

Please prepare the property owners' list as follows:

1. Type the property owners' names, parcel numbers and mailing addresses on an 8½" by 11" sheet of Avery #5160 Laser Labels so that this information can be readily used in mailing by the Conservation, Development and Planning Department.
2. Submit a full page copy of the assessors' parcel book page(s) and a copy of the latest equalized assessment roll used to compile the property owners' list. Please indicate the location of all parcels listed, by check mark or colored parcel number circled on the pages.

*If you have any questions, please contact Planning, Building, and Environmental Services at (707) 253-4417.*



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Planning, Building & Environmental Services - David Morrison, Director  
1195 Third Street, Napa, CA 94559 - (707) 253-4417 - [www.countyofnapa.org](http://www.countyofnapa.org)

Project name & APN: \_\_\_\_\_

Project number if known: \_\_\_\_\_

Contact person: \_\_\_\_\_

Contact email & phone number: \_\_\_\_\_

Today's date: \_\_\_\_\_

## Voluntary Best Management Practices Checklist for Development Projects

Napa County General Plan Policy CON-65 (e) and Policy CON-67 (d) requires the consideration of Greenhouse Gas (GHG) emissions in the review of discretionary projects and to promote and encourage "green building" design. The below Best Management Practices (BMPs) reduce GHG emissions through energy and water conservation, waste reduction, efficient transportation, and land conservation. The voluntary checklist included here should be consulted early in the project and be considered for inclusion in new development. It is not intended, and likely not possible for all projects to adhere to all of the BMPs. Rather, these BMPs provide a portfolio of options from which a project could choose, taking into consideration cost, co-benefits, schedule, and project specific requirements. Please check the box for all BMPs that your project proposes to include and include a separate narrative if your project has special circumstances.

### Practices with Measurable GHG Reduction Potential

The following measures reduce GHG emissions and if needed can be calculated. They are placed in descending order based on the amount of emission reduction potential.

Already Plan  
Doing To Do

ID # BMP Name

☐☐

#### BMP-1 Generation of on-site renewable energy

*If a project team designs with alternative energy in mind at the conceptual stage it can be integrated into the design. For instance, the roof can be oriented, sized, and engineered to accommodate photovoltaic (PV) panels. If you intend to do this BMP, please indicate the location of the proposed PV panels on the building elevations or the location of the ground mounted PV array on the site plan. Please indicate the total annual energy demand and the total annual kilowatt hours produced or purchased and the potential percentage reduction of electrical consumption. Please contact staff or refer to the handout to calculate how much electrical energy your project may need.*

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#### BMP-2 Preservation of developable open space in a conservation easement

*Please indicate the amount and location of developable land (i.e.: under 30% slope and not in creek setbacks or environmentally sensitive areas for vineyards) conserved in a permanent easement to prohibit future development.*

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Already Plan  
Doing To Do

☐ ☐ **BMP-3 Habitat restoration or new vegetation (e.g. planting of additional trees over 1/2 acre)**

*Napa County is famous for its land stewardship and preservation. Restoring areas within the creek setback reduces erosion potential while planting areas that are currently hardscape (such as doing a bio-retention swale rather than underground storm drains) reduces storm water and helps the groundwater recharge. Planting trees can also increase the annual uptake of CO<sub>2</sub>e and add the County's carbon stock.*

☐ ☐ **BMP-4 Alternative fuel and electrical vehicles in fleet**

*The magnitude of GHG reductions achieved through implementation of this measure varies depending on the analysis year, equipment, and fuel type replaced.*

**Number of total vehicles**

**Typical annual fuel consumption or VMT**

**Number of alternative fuel vehicles**

**Type of fuel/vehicle(s)**

**Potential annual fuel or VMT savings**

☐ ☐ **BMP-5 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 2**

*The California Building Code update effective January 1, 2011 has new mandatory green building measures for all new construction and has been labeled CALGREEN. CALGREEN provides two voluntary higher levels labeled CALGREEN Tier I and CALGREEN Tier II. Each tier adds a further set of green building measures that go above and beyond the mandatory measures of the Code. In both tiers, buildings will use less energy than the current Title 24 California Energy Code. Tier I buildings achieve at least a 15% improvement and Tier 2 buildings are to achieve a 30% improvement. Both tiers require additional non-energy prerequisites, as well as a certain number of elective measures in each green building category (energy efficiency, water efficiency, resource conservation, indoor air quality and community).*

☐ ☒ **BMP-6 Vehicle Miles Traveled (VMT) reduction plan**

*Selecting this BMP states that the business operations intend to implement a VMT reduction plan reducing annual VMTs by at least 15%.*

Tick box(es) for what your Transportation Demand Management Plan will/does include:

- ☒ employee incentives
- ☒ employee carpool or vanpool
- ☐ priority parking for efficient transportation (hybrid vehicles, carpools, etc.)
- ☒ bike riding incentives
- ☒ bus transportation for large marketing events
- ☐ Other:

Estimated annual VMT

Potential annual VMT saved

% Change

Already   Plan  
Doing   To Do

☐☐

**BMP-7 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 1**

*See description below under BMP-5.*

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**BMP-8 Solar hot water heating**

*Solar water heating systems include storage tanks and solar collectors. There are two types of solar water heating systems: active, which have circulating pumps and controls, and passive, which don't. Both of them would still require additional heating to bring them to the temperature necessary for domestic purposes. They are commonly used to heat swimming pools.*

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**BMP-9 Energy conserving lighting**

*Lighting is approximately 25% of typical electrical consumption. This BMP recommends installing or replacing existing light bulbs with energy-efficient compact fluorescent (CF) bulbs or Light Emitting Diode (LED) for your most-used lights. Although they cost more initially, they save money in the long run by using only 1/4 the energy of an ordinary incandescent bulb and lasting 8-12 times longer. Typical payback from the initial purchase is about 18 months.*

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**BMP-10 Energy Star Roof/Living Roof/Cool Roof**

*Most roofs are dark-colored. In the heat of the full sun, the surface of a black roof can reach temperatures of 158 to 194 °F. Cool roofs, on the other hand, offer both immediate and long-term benefits including reduced building heat-gain and savings of up to 15% the annual air-conditioning energy use of a single-story building. A cool roof and a green roof are different in that the green roof provides living material to act as a both heat sink and thermal mass on the roof which provides both winter warming and summer cooling. A green (living) roof also reduces storm water runoff.*

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**BMP-11 Bicycle Incentives**

*Napa County Zoning Ordinance requires 1 bicycle rack per 20 parking spaces (§18.110.040). Incentives that go beyond this requirement can include on-site lockers for employees, showers, and for visitor's items such as directional signs and information on biking in Napa. Be creative!*

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☐☐

**BMP-12 Bicycle route improvements**

*Refer to the Napa County Bicycle Plan (NCPTA, December 2011) and note on the site plan the nearest bike routes. Please note proximity, access, and connection to existing and proposed bike lanes (Class I: Completely separated right-of-way; Class II: Striped bike lane; Class III: Signed Bike Routes). Indicate bike accessibility to project and any proposed improvements as part of the project on the site plan or describe below.*

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Already    Plan  
Doing    To Do

☐☐

**BMP-13 Connection to recycled water**

*Recycled water has been further treated and disinfected to provide a non-potable (non-drinking water) water supply. Using recycled water for irrigation in place of potable or groundwater helps conserve water resources.*

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**BMP-14 Install Water Efficient fixtures**

*WaterSense, a partnership program by the U.S. Environmental Protection Agency administers the review of products and services that have earned the WaterSense label. Products have been certified to be at least 20 percent more efficient without sacrificing performance. By checking this box you intend to install water efficient fixtures or fixtures that conserve water by 20%.*

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**BMP-15 Low-impact development (LID)**

*LID is an approach to land development (or re-development) that works with nature to manage storm water as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat storm water as a resource rather than a waste product. There are many practices that have been used to adhere to these principles such as bioretention facilities, rain gardens, vegetated rooftops, rain barrels, and permeable pavements. By implementing LID principles and practices, water can be managed in a way that reduces the impact of built areas and promotes the natural movement of water within an ecosystem or watershed. Please indicate on the site or landscape plan how your project is designed in this way.*

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☐☐

**BMP-16 Water efficient landscape**

*If your project is a residential development proposing in excess of 5,000 sq. ft. or a commercial development proposing in excess of 2,500 sq. ft. The project will be required to comply with the Water Efficient Landscape Ordinance (WELO).*

*Please check the box if you will be complying with WELO or If your project is smaller than the minimum requirement and you are still proposing drought tolerant, zeroscape, native plantings, zoned irrigation or other water efficient landscape.*

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**BMP-17 Recycle 75% of all waste**

*Did you know that the County of Napa will provide recycling collectors for the interior of your business at no additional charge? With single stream recycling it is really easy and convenient to meet this goal. To qualify for this BMP, your business will have to be aggressive, proactive and purchase with this goal in mind.*

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Already    Plan  
Doing    To Do

☐☐

**BMP-18 Compost 75% food and garden material**

*The Napa County food composting program is for any business large or small that generates food scraps and compostable, including restaurants, hotels, wineries, assisted living facilities, grocery stores, schools, manufacturers, cafeterias, coffee shops, etc. All food scraps (including meat & dairy) as well as soiled paper and other compostable - see <http://www.naparecycling.com/foodcomposting> for more details.*

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**BMP-19 Implement a sustainable purchasing and shipping programs**

*Environmentally Preferable Purchasing (EPP) or Sustainable Purchasing refers to the procurement of products and services that have a reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. By selecting this BMP, you agree to have an EPP on file for your employees to abide by.*

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**BMP-20 Planting of shade trees within 40 feet of the south side of the building elevation**

*Well-placed trees can help keep your building cool in summer. If you choose a deciduous tree after the leaves drop in autumn, sunlight will warm your building through south and west-facing windows during the colder months. Well-designed landscaping can reduce cooling costs by 20%. Trees deliver more than energy and cost savings; they are important carbon sinks. Select varieties that require minimal care and water, and can withstand local weather extremes. Fruit or nut trees that produce in your area are great choices, providing you with local food as well as shade. Please use the site or landscape plan to indicate where trees are proposed and which species you are using.*

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☐☐

**BMP-21 Electrical Vehicle Charging Station(s)**

*As plug-in hybrid electric vehicles (EV) and battery electric vehicle ownership is expanding, there is a growing need for widely distributed accessible charging stations. Please indicate on the site plan where the station will be.*

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**BMP-22 Public Transit Accessibility**

*Refer to <http://www.ridethevine.com/vine> and indicate on the site plan the closest bus stop/route. Please indicate if the site is accessed by transit or by a local shuttle. Provide an explanation of any incentives for visitors and employees to use public transit. Incentives can include bus passes, informational hand outs, construction of a bus shelter, transportation from bus stop, etc.*

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Already Plan  
Doing To Do

☐ ☐ **BMP-23**

**Site Design that is oriented and designed to optimize conditions for natural heating, cooling, and day lighting of interior spaces, and to maximize winter sun exposure; such as a cave.**

*The amount of energy a cave saves is dependent on the type of soil, the microclimate, and the user's request for temperature control. Inherently a cave or a building burned into the ground saves energy because the ground is a consistent temperature and it reduces the amount of heating and cooling required. On the same concept, a building that is oriented to have southern exposure for winter warmth and shading for summer cooling with an east-west cross breeze will naturally heat, cool, and ventilate the structure without using energy. Please check this box if your design includes a cave or exceptional site design that takes into consideration the natural topography and sitting. Be prepared to explain your approach and estimated energy savings.*

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☐ ☐ **BMP-24 Limit the amount of grading and tree removal**

*Limiting the amount of earth disturbance reduces the amount of CO2 released from the soil and mechanical equipment. This BMP is for a project design that either proposes a project within an already disturbed area proposing development that follows the natural contours of the land, and that doesn't require substantial grading or tree removal.*

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☐ ☐ **BMP-25 Will this project be designed and built so that it could qualify for LEED?**

**BMP-25 (a)**

☐

**LEED™ Silver** (check box BMP-25 and this one)

**BMP-25 (b)**

☐

**LEED™ Gold** (check box BMP-25, BMP-25 (a), and this box)

**BMP-25 (c)**

☐

**LEED™ Platinum** (check all 4 boxes)

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## Practices with Un-Measured GHG Reduction Potential

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☐ ☐ **BMP-26 Are you, or do you intend to become a Certified Green Business or certified as a "Napa Green Winery"?**

*As part of the Bay Area Green Business Program, the Napa County Green Business Program is a free, voluntary program that allows businesses to demonstrate the care for the environment by going above and beyond business as usual and implementing environmentally friendly business practices. For more information check out the Napa County Green Business and Winery Program at [www.countyofnapa.org](http://www.countyofnapa.org).*

☐ ☐ **BMP-27 Are you, or do you intend to become a Certified "Napa Green Land"?**

*Napa Green Land, fish friendly farming, is a voluntary, comprehensive, "best practices" program for vineyards. Napa Valley vintners and growers develop farm-specific plans tailored to protect and enhance the ecological quality of the region, or create production facility programs that reduce energy and water use, waste and pollution. By selecting this measure either you are certified or you are in the process of certification.*

Already   Plan  
Doing   To Do

☐☒

**BMP-28 Use of recycled materials**

*There are a lot of materials in the market that are made from recycled content. By ticking this box, you are committing to use post-consumer products in your construction and your ongoing operations.*

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☐☒

**BMP-29 Local food production**

*There are many intrinsic benefits of locally grown food, for instance reducing the transportation emissions, employing full time farm workers, and improving local access to fresh fruits and vegetables.*

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☐☒

**BMP-30 Education to staff and visitors on sustainable practices**

*This BMP can be performed in many ways. One way is to simply put up signs reminding employees to do simple things such as keeping the thermostat at a consistent temperature or turning the lights off after you leave a room. If the project proposes alternative energy or sustainable winegrowing, this BMP could include explaining those business practices to staff and visitors.*

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☐☐

**BMP-31 Use 70-80% cover crop**

*Cover crops reduce erosion and the amount of tilling which is required, which releases carbon into the environment.*

☐☐

**BMP-32 Retain biomass removed via pruning and thinning by chipping the material and reusing it rather than burning on-site**

*By selecting this BMP, you agree not to burn the material pruned on site.*

☐☐

**BMP-33 Are you participating in any of the above BMPS at a 'Parent' or outside location?**

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**BMP-34 Are you doing anything that deserves acknowledgement that isn't listed above?**

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**Comments and Suggestions on this form?**

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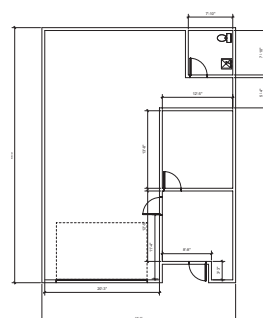


## **Sources:**

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16. <http://water.epa.gov/polwaste/green/index.cfm>







**(E) PLAN**

**1 FLOOR PLAN**  
Scale: 1/4" = 1'-0"

WALL LEGEND

☐ (E) WALL TO REMAIN

☒ (N) WALL

[illegible]

SHANTI WINE  
194 Camino Oruga #9  
Napa, Ca. 94558

FUMIO SUDA ARCHITECT  
1522 WALNUT ST, BERKELEY,  
CA 94706  
fumioarchitect.com

Project number 2019-442

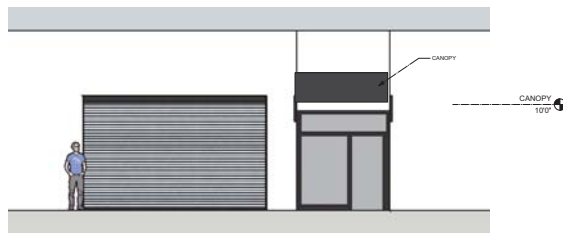
Project number	2019-442
Date	12-20-19

Drawn by rs

Checked by	FS
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**A-1**



### 3 EXTERIOR ELEVATIONS

ADJUST HEIGHT AT SITE W/OWNER

3 Scale: 1/2" = 1'-0"

[illegible]

SHANTI WINE  
194 Camino Oruga #9  
Napa, Ca. 94558

FUMIO SUDA ARCHITECT  
1522 WALNUT ST, BERKELEY,  
CA 94706  
fumioarchitect.com

Project number	2019-442
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Project Number	2019-442
Date	12-20-19

Drawn by	rs
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- Above Ground Storage of Potable or Non Potable Water
- Rainwater Collection
- Fire Protection
- Landscape/Irrigation
- Many more

- Above Ground Storage of Potable or Non Potable Water
- Rainwater Collection
- Fire Protection
- Landscape/Irrigation
- Many more

- All Images and Drawing are for Illustrative
- Purposes only and do not Necessarily Represent this exact product
- Dimensions may vary on polyethylene tanks by +/-3% (standard rotational molding tolerance)
- Polyethylene water tanks are designed for water storage only at atmospheric pressure only and venting equipment should be sized to limit pressure or vacuum to a maximum of 1/2" water column (0.018 PSI)
- The tank is made from Bpa free, FDA Compliant
- The resin is NSF certified manufacturing plants
- For warranty to be valid, the tank must be installed and used per manufacturer's guidelines for use and installation
- Must use flexible connectors on all fitting connections per tank manufacture's recommendations

- ✔ Bpa Free & FDA Compliant
- ✔ 3-Year Manufacturer's Warranty
- ✔ Quality Construction & Durable
- ✔ In Stock and On Sale Today



Please select from the following option(s) to see pricing and availability.

Jolly 25 Motorized Destemmer Only W/Screw Feed & Must Pump

◀ WRS & WCR Series Water Removal System

**WCR-9SS 4/10 HP, 110 GPM @ 5' Wastewater Collection/Removal System  
w/ Steel Cover**

SKU: 509082 Brand: Little Giant

[illegible]

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[illegible]

**A-3**