


PUBLIC WORKS DEPARTMENT INTER-OFFICE MEMO



DATE: March 18, 2008

TO: Kirsty Shelton, Planner III

FROM: Annamaria Martinez, Assistant Engineer 

SUBJECT: El Retiro, 031-070-009, P07-00782- UP

The application will allow the applicant to modify a prior Use Permit (#03533-MOD) that was never constructed. The parcel is located Silverado Trail, south of Oakville Cross Road.

EXISTING CONDITIONS:

- I. Current groundwater consumption is estimated at 43.58 acre-feet (14,200,587 gallons) per year.

RECOMMENDED CONDITIONS:

GROUNDWATER

- I. We have reviewed the phase one, water availability analysis for the proposed project. The 73 acre parcel is located in the "valley floor" area, with an extraction threshold of 1.0 AF/Acre, resulting in a total parcel threshold of 73 AF/Year. The estimated water demand of 43.58 AF/Year (equal to the existing use) is below the established threshold for the property. Therefore, the projected water use for this project should not have a significant impact on static water levels of neighboring wells. No further analysis is necessary.



COUNTY of NAPA

ROBERT J. PETERSON, P.E.
Director of Public Works
County Surveyor-County-Engineer
Road Commissioner

DONALD G. RIDENHOUR, P.E.
Assistant Director of Public Works

WATER AVAILABILITY ANALYSIS

PHASE 1 STUDY

Introduction: As an applicant for a permit with Napa County, It has been determined that Chapter 13.15 of the Napa County Code is applicable to approval of your permit. One step of the permit process is to adequately evaluate the amount of water your project will use and the potential impact your application might have on the static groundwater levels within your neighborhood. The public works department requires that a Phase 1 Water Availability Analysis (WAA) be included with your application. The purpose of this form is to assist you in the preparation of this analysis. You may present the analysis in an alternative form so long as it substantially includes the information required below. Please include any calculations you may have to support your estimates.

The reason for the WAA is for you, the applicant, to inform us, to the best of your ability, what changes in water use will occur on your property as a result of an approval of your permit application. By examining the attached guidelines and filling in the blanks, you will provide the information we require to evaluate potential impacts to static water levels of neighboring wells.

Step #1:

Provide a map and site plan of your parcel(s). The map should be an 8-1/2"x11" reproduction of a USGS quad sheet (1:24,000 scale) with your parcel outlined on the map. Include on the map the nearest neighboring well. The site plan should be an 8-1/2"x11" site plan of your parcel(s) with the locations of all structures, gardens, vineyards, etc in which well water will be used. If more than one water source is available, indicate the interconnecting piping from the subject well to the areas of use. Attach these two sheets to your application. If multiple parcels are involved, clearly show the parcels from which the fair share calculation will be based and properly identify the assessors parcel numbers for these parcels. Identify all existing or proposed wells.

Step #2: Determine total parcel acreage and water allotment factor. If your project spans multiple parcels, please fill a separate form for each parcel.

Determine the allowable water allotment for your parcels:

Parcel Location Factors

The allowable allotment of water is based on the location of your parcel. There are 3 different location classifications. Valley floor areas include all locations that are within the Napa Valley,

Pope Valley and Carneros Region, except for areas specified as groundwater deficient areas. Groundwater deficient areas are areas that have been determined by the public works department as having a history of problems with groundwater. All other areas are classified as Mountain Areas. Please circle your location classification below (Public Works can assist you in determining your classification if necessary):

Valley Floor 1.0 acre feet per acre per year
 Mountain Areas 0.5 acre feet per acre per year
 MST Groundwater Deficient Area 0.3 acre feet per acre per year

Assessors Parcel Number(s)	Parcel Size (A)	Parcel Location Factor (B)	Allowable Water Allotment (A) X (B)
031-070-009	73 acres	1.0	73 acre feet per year

Step #3:

Using the guidelines in Attachment A, tabulate the existing and projected future water usage on the parcel(s) in acre-feet per year (af/yr). Transfer the information from the guidelines to the table below.

EXISTING USE:

Residential _____ 1.05 af/yr
 Farm Labor Dwelling _____ af/yr
 Winery _____ 0.43 af/yr
 Commercial _____ af/yr
 Vineyard* _____ 42.0 af/yr
 Other Agriculture _____ af/yr
 Landscaping _____ 0.10 af/yr
 Other Usage (List Separately):
 _____ af/yr
 _____ af/yr
 _____ af/yr

TOTAL: _____ 43.58 af/yr
TOTAL: 325,865 gallons**

PROPOSED USE:

Residential _____ 1.05 af/yr
 Farm Labor Dwelling _____ af/yr
 Winery _____ 0.43 af/yr
 Commercial _____ af/yr
 Vineyard* _____ 42.0 af/yr
 Other Agriculture _____ af/yr
 Landscaping _____ 0.10 af/yr
 Other Usage (List Separately):
 _____ af/yr
 _____ af/yr
 _____ af/yr

TOTAL: _____ 43.58 af/yr
TOTAL: 325,865 gallons**

*Water use for vineyards should be no lower than 0.2 AF—unless irrigation records are available that show otherwise.

**To determine your existing and proposed total water use in gallons, multiply the totals (in acre-feet) by 325,821 gal/AF.

Is the proposed use less than the existing usage () Yes () No (X) Equal

Step #4:

Provide any other information that may be significant to this analysis. For example, any calculations supporting your estimates, well test information including draw down over time, historical water data, visual observations of water levels, well drilling information, changes in neighboring land uses, the usage of other water sources such as city water or reservoirs, the timing of the development, etc. Use additional sheets if necessary.

Conclusion: Congratulations! Just sign the form and you are done! Public works staff will now compare your projected future water usage with a threshold of use as determined for your parcel(s) size, location, topography, rainfall, soil types, historical water data for your area, and other hydrogeologic information. They will use the above information to evaluate if your proposed project will have a detrimental effect on groundwater levels and/or neighboring well levels. Should that evaluation result in a determination that your project may adversely impact neighboring water levels, a phase two water analysis may be required. You will be advised of such a decision.

Signature:  Date: 3-18-08 Phone: 707-527-0775

Attachment A: Estimated Water Use Guidelines

Typical Water Use Guidelines:

Primary Residence	0.5 to 0.75 acre-feet per year (includes some landscaping)
Secondary Residence	0.20 to 0.30 acre-feet per year
Farm Labor Dwelling	0.06 to 0.10 acre-feet per person per year

Non-Residential Guidelines:

Agricultural:

Vineyards	
Irrigation only	0.2 to 0.5 acre-feet per acre per year
Heat Protection	0.25 acre feet per acre per year
Frost Protection	0.25 acre feet per acre per year
Farm Labor Dwelling	0.06 to 0.10 acre-feet per person per year
Irrigated Pasture	4.0 acre-feet per acre per year
Orchards	4.0 acre-feet per acre per year
Livestock (sheep or cows)	0.01 acre-feet per acre per year

Winery:

Process Water	2.15 acre-feet per 100,000 gal. of wine
Domestic and Landscaping	0.50 acre-feet per 100,000 gal. of wine

Industrial:

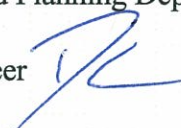
Food Processing	31.0 acre-feet per employee per year
Printing/Publishing	0.60 acre-feet per employee per year

Commercial:

Office Space	0.01 acre-feet per employee per year
Warehouse	0.05 acre-feet per employee per year

**PUBLIC WORKS DEPARTMENT
INTER-OFFICE MEMO**



DATE: March 18th, 2008
TO: Conservation Development and Planning Department
FROM: Drew Lander, Assistant Engineer 
SUBJECT: El Retiro Winery/ 7557 Silverado Trail
APN 031-070-009, P07-00782MMod

This application will allow the applicant to increase the total building area from a 7,850 sqft winery building to 22,333 sqft and increase the total cave square footage from 3,500sqft to 16,000 sqft. This application also proposes to improve the 3,160 linear foot loop access road and six parking spaces. The winery currently operates under a Small Winery permit (SW-48889), which authorizes a maximum production capacity of 20,000 gallons of wine per year, a maximum of 15 visitors per week, and no other marketing. This application will not change production or public visitation but will increase the number of employees from one to four.

EXISTING CONDITIONS:

1. Existing property entrance from Silverado Trail is approximately 30 feet wide, narrowing to 15 feet to the existing parking area. Travel lane is gravel with gravel shoulders.
2. Parking surface is currently gravel.
3. The average traffic counts for Silverado Trail taken in June of 2003 were 10,786 recorded just South of the connection with Hwy 128 (Sage Canyon).
4. No left-turn lane improvements have been constructed on Silverado Trail to serve this facility.

RECOMMENDED CONDITIONS:

GROUNDWATER

1. Ground water conditions prepared separately.

NEW DRIVEWAY:

2. Any improvements to the access drive shall conform to the latest addition of the Napa County Road and Street Standards. (County Road and Street Standards, Page 9, Par. 12).

3. Any new construction of a one way loop road to serve this facility must be shown on improvement plans and submitted to this department for approval. One way loop roads must be constructed per the latest Napa County standards.
4. Driveway sections must have a minimum structural section of 5 inches of Class II Aggregate Base plus a double chip seal coat or equivalent. (County Road and Street Standards, Page 27, Section 19).

PARKING:

5. Any change in parking proposed by the applicant or required by the Planning Department as a condition of this use permit modification must have a minimum structural section of 5 inches of Class II Aggregate Base plus a double chip seal coat or equivalent. (County Road and Street Standards, Page 27, Section 19).
6. Parking lot details shall conform to the requirements of the latest edition of the Napa County Road and Street Standards.

SITE IMPROVEMENTS:

7. All earth disturbing activities shall include measures to prevent erosion, sediment, and waste materials from leaving the site and entering waterways both during and after construction in conformance with the Napa County Stormwater Ordinance. Best Management Practices shall also be implemented to minimize dust at all times.
8. Proposed drainage for the development shall be shown on the improvement plans and shall be accomplished to avoid the diversion or concentration of storm water runoff onto adjacent properties. Plan shall also indicate the path and changes in runoff.
9. The disposition of all cave spoils and associated grading shall be specified and shown on the improvement plans along with proposed erosion control measures and shall be approved by this department prior to the excavation of the increased cave square footage.
10. Grading, drainage and parking improvements shall be constructed according to the latest "Napa County Road and Street Standards".
11. The applicant must obtain an encroachment permit for any work performed within the Napa County Right-of-Way.

OTHER RECOMMENDATIONS:

12. If the construction activity results in disturbance of greater than one acre of total land area, permittee shall file a Notice of Intent with the California Regional Water Quality Control Board (SRWQCB) prior to any grading or construction activity. All hazardous materials stored and used on-site that could cause water pollution (e.g. motor oil, cleaning chemicals, paints, concrete, etc.) shall be stored and used in a manner that will not cause pollution, with

secondary containment provided. Such storage areas shall be regularly cleaned to remove litter and debris. Any spills shall be promptly cleaned up and appropriate authorities notified. Parking lots and other impervious areas shall be designed to drain through grassy swales, buffer strips, sand filters or other sediment control methods which will be approved by this Department. If any discharge of concentrated surface waters is proposed into any "Waters of the State," the permittee shall consult with and secure any necessary permits from the State Regional Water Quality Control Board. All trash enclosures must be covered and protected from rain, roof, and surface drainage.

13. Improvements shall be constructed according to plans prepared by a registered civil engineer, which will be reviewed and approved by this office. Improvement plans shall be submitted with the building permit. A plan check fee will apply.
14. Prior to the issuance of any grading or building permit, or the signing of improvement plans, the permittee and County shall survey and document the condition of County roads before construction begins, and then reevaluate conditions at the end of construction. Prior to Occupancy of any buildings or commencement of any use, the permittee shall be responsible for repair of any pavement degraded due to its construction vehicles.

Any changes in use may necessitate additional conditions for approval.

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

INTER-OFFICE MEMO



TO: Conservation, Development, and Planning Department

FROM: Gabrielle Avina, Fire Department

DATE: March 26, 2008

SUBJECT: Retiro Winery Use Permit Modification Comments
Apn: 031-070-009 P07-00782

Site Address: 7557 Silverado Trail, Oakville

The Napa County Fire Marshal staff has reviewed the Use Permit Modification application to increase the not yet constructed winery building from 7,153 square feet to 15,460 square feet, increasing the cave area to 16,000 square feet, and altering the one way loop access road to use a common ingress and egress location. Along with previous fire department conditions submitted in 2004, we recommend that the following items shall be incorporated as project conditions if the project is approved.

1. **All construction and use of the facility shall comply with all applicable standards, regulations, codes and ordinances at the time of building permit issuance.**
2. An approved automatic fire sprinkler system shall be provided for all structures greater than 3,600 square feet, as required by the Napa County Fire Code. The fire sprinkler system shall be installed and maintained in accordance to the *National Fire Protection Standard #13 (Installation of Sprinkler System, 2002 edition)*.
3. An approved automatic fire sprinkler system will be required for the cave. The fire sprinkler system shall be installed and maintained in accordance to the *National Fire Protection Standard #13 (Installation of Sprinkler System, 2002 edition)*.
4. A Type III cave will be treated as a structure and will be subject to the requirements of the 2007 California Building Code (CBC), 2007 California Fire Code (CFC) for exiting requirements. Number of exits, allowable travel distance to an exit, exit signage, emergency lighting and exit hardware shall be consistent with the code requirements. The cave requires two exits, one must exit directly to the outside and the other exit is allowed to travel through one intervening room before exiting the structure. **The layout and design of the plans submitted do not comply with the code requirements for exiting.**

5. The minimum required fire flow for the protection of the proposed project is 400 gallons per minute for 60 minutes duration at 20 pounds residual water pressure with a water storage volume of 12,000 gallons. This flow is based on the premise that the structure will be of Type V-N rated construction and the total water storage required has been reduced by 50% due to the requirement for automatic fire sprinkler protection. Any change in any of the conditions may increase the required fire flow. The fire flow and storage volume in a sprinkled building is in addition to the water demand for the sprinkler system.
6. A fire pump may be required to meet the fire flow requirements. The fire pump shall be installed and maintained in accordance to the *National Fire Protection Standard #20 (Installation of Stationary Pumps for Fire Protection 2003 edition)*. Fire pumps are required to be either diesel driven or electric. Electric fire pumps will also require a generator as a secondary source of power.
7. The private fire service mains shall be installed and maintained in accordance to the *National Fire Protection Standard # 24 (Installation of Private Fire Service Mains and Their Appurtenances 2002 edition)*.
8. The location, number and type of fire hydrants connected to the water supply shall be in accordance with the *California Fire Code, 2007 edition*. Hydrants shall be provided to within 250 feet of all exterior portions of a structure and to cave portals.
9. The winery and wine cave will require a fire alarm system. The cave will require a manual and automatic fire alarm system throughout. All post indicator valves, control valves, waterflow devices and fire pumps will also require monitoring by an approved remote station or central alarm monitoring company. The fire alarm system shall be designed and installed in accordance with the *National Fire Protection Standard #72 (Fire Alarm Code, 2002 edition)*.
10. Fire apparatus access roads shall be provided to within 150 feet of all structures and to cave portals. One way loop fire apparatus access roads shall comply with the Napa County Road and Street Standard width and an unobstructed vertical clearance of not less than 15 feet. Fire Department access around the structures shall not be less than 20' in width. **The proposed common ingress and egress location must have a minimum width of not less than 20 feet. Fire Department access to the storage building in the use permit plan submittal and the building plan submittal do not meet the code requirements for access to within 150 feet of all exterior portions of the structure.**
11. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with a surface so as to provide driving capabilities in all weather conditions. Said access shall be provided prior to any construction or storage of combustible materials on site.

12. Access roads from the public and/or private right-of- ways to the project/ building site shall comply with Napa County Road and Street Standards and shall be reviewed by the Napa County Public Works Department.
13. The applicant shall be responsible for maintaining 10 feet of defensible space along each side of the roadway. This defensible space zone shall include the removal of all dead fuel, dry grass mowed to less than four inches in height, the removal or cutting of all brush, the removal of small trees less than 8 inches in diameter and the removal of all ladder fuel on existing trees up to 8 feet in height, within 10 vertical feet of each side of the roadway.
14. A defensible space zone shall be created around all cave portals and structures. This defensible space zone shall be a minimum of 100' from the structures and portals. Flammable vegetation shall be removed and/or modified in the defensible space zone to create a fuel break that will help protect the structures from an encroaching wildland fire and will protect the surrounding wildland areas from a structure fire originating on-site.
15. The request for beneficial occupancy **will not** be considered until all fire and life safety issues have been installed, tested and finalized.
16. An approved access walkway shall be provided to all exterior doors and openings required by either the California Fire Code or the California Building Code. A concrete sidewalk or other approved hard surface will meet the intent of the access walkway requirement. Adequate space adjacent to the access walkway, vertically and horizontally, shall be provided to allow firefighters to access required building openings in order to effectively perform rescue operations, to allow for equipment maneuverability. Any landscaping adjacent to the access walkway shall be such that it does not obstruct the functional purpose of the walkway upon maturity. **The cave exit portal at the east end of the cave will require an approved access walkway.**
17. The approved address numbers shall be placed on each building by the applicant in such a position as to be plainly visible and legible from the street fronting the property and shall be placed as to be seen from all entrances. Proposed address shall be indicated on the elevation drawings contained within the building plan submittal. The address numbers shall be a minimum of 4" in height, contrasting in color with their background and shall be illuminated.
18. An approved project sign shall be placed at vehicle access points into the project during construction to assist emergency responders. The sign shall identify the project name and address. Such signs shall be clearly visible and legible from the

street fronting the project.

19. The applicant shall properly identify all required fire lanes. Fire lanes shall be painted red with white letters to read "NO PARKING FIRE LANE CVC 22500.1, stenciled every 30 feet on top of the curb.
20. The applicant shall provide the Fire Department the ability to communicate between emergency personnel inside the cave.
21. Barricades shall be provided to protect any natural gas meter, fire hydrant, or other fire department control device, which may be subject to vehicular damage. Approved signs may be required to identify the location of fire protection devices.
22. A Knox Cabinet shall be installed at approved location by the Napa County Fire Marshal's Office. Since the building will require a fire alarm system the box/cabinet will require "tamper" monitoring.
23. The Knox Cabinet shall contain the following items:
 1. A minimum of 2 master keys to the winery structures and caves for emergency access.
 2. 2 scaled site plans of the facility, identifying all buildings, hydrants, fire department access around the facility, and location of all water, electric, and gas shut-off valves.
 3. 2 scaled floor plans of all structures showing doors, offices, etc.
 4. **A digital file of the site plans in a PDF format must be submitted at building final in addition to the hard copies listed above.**
 5. Napa County Hazardous Materials Business including all MSDS forms, etc.
24. A complete set of Building Plans shall be submitted to the Fire Department for review and approval for egress requirements.
25. Plans detailing compliance with the fire and life safety conditions-of-approval shall be submitted to the Napa County Fire Marshal's Office for review and approval prior to building permit issuance and /or as described above.
26. Technical assistance in the form of a fire protection engineer or consultant acceptable, and reporting directly, to the NCFD shall be provided by the applicant at **no** charge to the County for independent review of alternate method proposals.



HILLARY GITELMAN
Director

COUNTY of NAPA

CONSERVATION, DEVELOPMENT AND PLANNING

PATRICK LYNCH
Assistant Director

PERMIT APPLICATION AND INITIAL STUDY REQUEST FOR COMMENTS

TO: BUILDING INSPECTION DIVISION
APPLICATION TITLE: EL Retiro Winery APN: 31-070-009
DESCRIPTION OF PROJECT: _____

RESPONSE REQUEST DATE: 11.6.07 RESPONSE RETURN DATE: 11.21.07

PLEASE RESPOND VIA E-MAIL TO: jmcdowne1 @co.napa.ca.us
OR FAX TO (707) 299- 4082

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

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

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

*see attached printout
of comments in Acaela*

Name of contact person: Eric Banvard Telephone #: 299-1359

Email: ebanvard@co.napa.ca.us
Title: Plans & Permit Supervisor
Date: 12.9.07



Napa County

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Workflow

Application #: P07-00782

Submit

Application Type: Planning / PL Permits / Use Permit / Use Permit General

Address: 7557 SILVERADO TR, NAPA, CA

<ul style="list-style-type: none"> ✓ Application Acceptance ● Environmental Review ✓ Public Works Review ● Fire Review ● EM Review ● County Council Review ● Planning Review ✓ Building Review <ul style="list-style-type: none"> Planning Approval Closure 	<p>Task Details - Building Review</p> <p>Assigned Date: 11/05/2007 Due Date:</p> <p>Assigned To: Department: Building Department</p> <p>Current Status: Approved Status Date: 12/09/2007</p> <p>Action By: Eric Banvard Department: Building Department</p> <p>Status Comment:</p> <p>Must obtain all applicable building permits and comply with all applicable code requirements, including accessibility requirements of CBC Chapter 11B; submit complete & appropriate plans, specifications, energy compliance and engineering, etc. when applying for permits.</p>
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STEVEN LEDERER
Director

JMD

COUNTY of NAPA
DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

CHRISTINE M. SECHELI, R.E.H.S.
Assistant Director

TO: Napa County Planning Department
Hillary Gitelman, Planning Director

FROM: Napa County Environmental Management Department
Christine Secheli, R.E.H.S., Assistant Director

SUBJECT: Use Permit Application for El Retiro Winery
Located at 7557 Silverado Trail
Assessor Parcel 031-070-009
File # P07-00782

DATE: February 20, 2008

RECEIVED

FEB 22 2008

NAPA CO. CONSERVATION
DEVELOPMENT & PLANNING DEPT.

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

1. The applicant shall secure the required sewer line permits to connect the proposed structures and cave plumbing to the appropriate wastewater systems. Such permits shall be secured prior to the issuance of building permits for said areas.

cc: **John McDowell**, CDPD
Charles Banks, EAC Partners LLC., 110 El Paseo, Santa Barbara, CA 93101
Michael Witek, Dickenson, Peatman & Fogarty, 809 Coombs St., Napa, CA 94559

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