



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 3/20/2018

Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: David Morrison - Director
Planning, Building and Environmental Services

REPORT BY: Dana Ayers, Planner III - (707) 253-4388

SUBJECT: Approval of a Second Amendment to a Professional Services Agreement with Ascent Environmental, Inc., for Environmental Analysis of the Proposed Oak Knoll Hotel Project (P14-00215 – UP)

RECOMMENDATION

Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170589B with Ascent Environmental, Inc., increasing the total amount by \$4,815 for a new maximum of \$165,673, and amending the scope of work to include additional analysis of potential traffic impacts that may result from development of the proposed Oak Knoll Hotel project.

EXECUTIVE SUMMARY

On October 18, 2016, the Board of Supervisors approved a Professional Services Agreement (PSA) with Ascent Environmental, Inc., an environmental consulting firm, for purposes of assisting the County in preparing an environmental impact report (EIR) in accordance with the California Environmental Quality Act (CEQA). The EIR will identify potential effects on the environment that could occur from approval of a use permit allowing redevelopment of a 3.54-acre parcel located at 5091 Solano Avenue, in unincorporated Napa County. The proposed redevelopment consists of demolition of existing structures on the site and construction of a 50-room hotel with a restaurant and retail tenant spaces; proposed project operations would include up to 24 events per year. The Board approved the first amendment to the PSA on April 18, 2017, to expand the scope of work to include analysis of potential impacts of the project on historic resources. This second amendment expands the initial scope of work pertaining to analysis of potential traffic impacts of the project. This amendment would correspondingly increase the contract amount from its current limit of \$160,858 to a new limit of \$165,673. In accordance with County policy, the Applicant for the requested use permit will continue to reimburse the County for the full cost of the PSA.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	17000-02, Applicant CEQA Reviews, includes appropriations based on average expenditures for consulting services over the year. Any requested adjustments due to a higher than average need for consulting services would be brought before the Board of Supervisors for authorization. The Applicant pays for the full cost of the PSA, plus County staff costs associated with consultant management, in accordance with Section 104(c) of Napa County's Local Procedures for Implementing CEQA.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	Depending on the extent of public comment received during the Draft EIR comment period and project public hearings, administration of the PSA could extend into future fiscal years, with potential automatic extensions through June 30, 2022. In the event that the PSA extends into future fiscal years, revenue and expenditures would be budgeted accordingly. Consultant and consultant management costs would continue to be the responsibility of the Applicant to fund.
Consequences if not approved:	The EIR will inform County decision-makers about the proposed project's potential effects on the environment. If the amendment to the PSA is not approved, the County would be unable to conduct the required analysis of the proposed project in accordance with CEQA, and County decision-makers would be unable to make a fully informed decision about the possible environmental consequences of their action to approve or to deny the requested use permit.
Additional Information:	Not applicable.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action to amend a PSA is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines), and therefore, CEQA is not applicable to this action.

BACKGROUND AND DISCUSSION

The Applicant has applied for a use permit to demolish existing structures and construct a 50-room hotel with restaurant and retail space on a 3.54-acre parcel located at 5091 Solano Avenue (Assessor's Parcel No. 035-031-009) in unincorporated Napa County, California.

On October 18, 2016, the Board of Supervisors approved a PSA for Ascent Environmental, Inc., to assist the County in the preparation of an EIR in accordance with CEQA. Following approval of the PSA, staff of Ascent commenced preparation of an initial study, a preliminary analysis of the potential environmental impacts of the proposed project. Once completed, the initial study had fully analyzed some topic areas including geology/soils, mineral

resources and population/housing. Other topics, including historic resources, air quality and traffic/transportation, warranted more in-depth analysis and were deferred from the initial study to more detailed discussion in the EIR. In June 2017, County and Ascent staff made the completed initial study available for receipt of public comment on the adequacy of the study's analysis and the scope of the Draft EIR to be prepared. Within the 30-day comment period on the initial study, County and Ascent staff also conducted a scoping meeting to receive public input.

To date, the PSA with Ascent has been amended once. The first PSA amendment facilitated Ascent's preparation of a more robust analysis of the proposed project's impacts on historic resources, for inclusion in the Draft EIR. This second amendment would augment the scope of the traffic study to include an additional intersection and road segment that were not specified in the original scope and will result in a more comprehensive Draft EIR analysis of the project's potential impacts to the local roadway network.

Following completion of the Draft EIR, the public will have a minimum of 45 days to review and provide written comments on the completed document. During this Draft EIR comment period, the public will also be provided an opportunity to provide comments on the Draft EIR orally at a public hearing before the Planning Commission. Staff anticipates that the Draft EIR will be completed and the comment period thereon will occur this upcoming summer. Notice of the availability of the Draft EIR will be published in the newspaper and on the County's current projects website; and mailed or emailed to owners of property in the vicinity of the proposed project site, as well as, to others who have expressed an interest in the project and provided their contact information to County staff.

The Planning Commission will hold at least one additional public hearing later this year, at which the Commission will consider whether to certify the Final EIR and approve or deny the use permit request. Staff will notice this meeting in the same manner as described above.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi