



A Tradition of Stewardship
A Commitment to Service

AGENDA

NAPA COUNTY CONSERVATION, DEVELOPMENT AND PLANNING COMMISSION

**Wednesday January 20, 2010
9:00 AM**

COMMISSION MEMBERS

<i>CHAIRPERSON</i> <i>Heather Phillips</i> <i>District # 1</i>	<i>COMMISSIONER</i> <i>Michael Basayne</i> <i>District # 2</i>	<i>COMMISSIONER</i> <i>Terry Scott</i> <i>District # 4</i>	<i>COMMISSIONER</i> <i>Bob Fiddaman</i> <i>District # 3</i>	<i>VICE-CHAIRPERSON</i> <i>Matt Pope</i> <i>District # 5</i>
<i>COMMISSION COUNSEL</i> <i>Laura Anderson- Minh Tran</i>		<i>SECRETARY-DIRECTOR</i> <i>Hillary Gitelman</i>		<i>COMMISSION CLERK</i> <i>Melissa Gray</i>

The Commission welcomes you to its meeting which is regularly scheduled the first and third Wednesday of the month. The Commission meets at 1195 Third Street, Suite 305, Napa. The following information is provided to ensure your understanding and participation in the Commission's meeting and decision making process. Your comments and participation in the meeting are invited and would be welcomed. It is our desire to give everyone an opportunity to speak and be heard in a timely manner and within an atmosphere of respect and diplomacy. These procedures are meant to foster an atmosphere of respect. Assistive listening devices are available for the hearing impaired from the office of the Clerk of the Board. If an ASL interpreter or any other special arrangement is required, please provide the Clerk of the Commission with 24-hour notice by calling 253-4417.

ITEMS TO BE DECIDED WITHOUT ADDITIONAL TESTIMONY:

Items listed under this section on the agenda are regular items which are recommended for approval or continuance by staff with the applicant's consent concerning conditions of approval, when the applicant has signed any required project revision statement and when no member of the Commission or public indicates a desire to comment or ask questions about the item. These items regardless of their agenda assigned number will be acted upon by the Commission in one motion at the beginning of the meeting. Applicants having items so listed need not speak unless they disagree with the staff recommendation or wish to comment. If an Item requires discussion, it will be heard in the numerical order listed on the agenda.

PERSONS WISHING TO SPEAK CONCERNING AN AGENDA ITEM:

If you wish to speak on an item on the Agenda and under discussion by the Commission, you may do so upon receiving recognition from the Chairperson. After being recognized by the Chairperson, please step to one of the microphones and state your name and address and make your presentation. No comment or testimony shall be shouted from the audience. All comments are to be directed to the Commission, including inquiries requiring staff response. Time limitations shall be at the discretion of the Chair or Commission.

APPEAL PROCEDURE:

If you do not agree with the Commission's decision or the conditions that may have been imposed by the Commission in approving an agenda item, you may appeal the Commission's action to the Napa County Board of Supervisors. Appeal must be filed within ten (10) working days from the date of the Commission's action.

Appeals may be limited to those issues raised at the public hearing relating to the agenda item or to written correspondence delivered to the Planning Commission at or prior to the public hearing. For additional information concerning the County's Ordinance requirements for filing an appeal or to obtain the required forms to file an appeal, please stop at the front counter in the County Executive Office/Clerk of the Board, 1195 Third Street, Suite 310 in Napa. If you have any question concerning the appeals procedure, please call (707) 253 4580 and request assistance.

DISCLOSURE – CONFLICT OF INTEREST:

State law requires agency officers (Commissioners, Directors, Board members) to disclose, and then be disqualified from participation in, any proceeding involving a license, permit, or other entitlement for use, if the officer has received from any participant in the proceeding an amount exceeding \$250 within the prior 12 month period. State law also requires any participant in a proceeding to disclose on the record any such contributions to an agency officer.

All materials relating to an agenda item for an open session of a regular meeting of the Planning Commission which are provided to a majority or all of the members of the Commission by Commissioners, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, AT THE time of such distribution, in the office of the Clerk of the Planning Commission, 1195 Third Street, Suite 210, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Commission at the meeting will be available for public inspection at the public meeting if prepared by the members of the Commission or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Agenda available on line at www.co.napa.ca.us

1. CALL TO ORDER / ROLL CALL**2. PLEDGE OF ALLEGIANCE****3. CITIZEN COMMENTS AND RECOMMENDATIONS**

The Commission invites Citizen comments and recommendations concerning current problems and future prospects of a planning nature which are within the jurisdiction of the Conservation, Development & Planning Commission. Anyone who wishes to speak to the Commission on such a matter, if it is not on the agenda, may do so at this time.

4. APPROVAL OF MINUTES

Clerk of the Commission requests approval of Minutes for the meetings held on:

July 1, 2009 (Commissioner Phillips excused)
July 15, 2009 (All Commissioners present)
August 5, 2009 (All Commissioners present)
August 19, 2009 (All Commissioners present)
September 16, 2009 (Commissioner Phillips excused)
October 7, 2009 (All Commissioners present)
October 21, 2009 (All Commissioners present)
October 22, 2009 p.m. (All Commissioners present)
November 18, 2009 (All Commissioners present)
December 2, 2009 (All Commissioners present)
December 16, 2009 (All Commissioners present)
December 16, 2009 p.m. (All Commissioners present)

5. DIRECTOR'S REPORT

- | PRESENTATION TO PRIOR CHAIRPERSON
- | BOARD OF SUPERVISORS ACTIONS
- | OTHER DEPARTMENT ACTIVITIES

6. AGENDA REVIEW**7. DISCLOSURES****8. PUBLIC HEARING ITEMS TO BE DECIDED WITHOUT ADDITIONAL TESTIMONY - None****9. PUBLIC HEARING ITEMS**

- A. ST. HELENA HOSPITAL WOODSIDE SUBDIVISION / ST. HELENA HOSPITAL - USE PERMIT, TENTATIVE MAP & REZONING (P07-00855-UP, P07-00856-TM, P07-00857-RZG)**
CEQA Status: Negative Declaration has been prepared. According to the proposed Negative Declaration, the proposed project would have no potentially significant environmental impacts. The project site is not on any of the the lists of hazardous waste sites enumerated under Government Code Section 65962.5
Request: Approval of a tentative map to create individual parcels for 25 existing single-family homes

owned by the St Helena Hospital, the St. Helena Hospital and Health Center, or the Northern California Conference of 7th Day Adventists, hereafter referred to as St. Helena Hospital. The request also includes adoption of an ordinance rezoning properties owned by the St. Helena Hospital, identified below, from Residential Single: Building Site Combination District – 5-acre minimum (RS:B-5) to Planned Development (PD) consistent with other property owned by the Hospital. A Use Permit is also requested to allow the future construction of additions or buildings accessory to the existing homes in the PD district without going through the use permit process each time as is currently required by County Code. The Use Permit would also allow 11 structures on the hospital campus to be considered “flex space” that would allow residential uses, administrative offices or clinical/hospital related uses. No new development or the creation of new developable lots is included in this proposal. The tentative map would involve subdividing 10 lots into 31 lots. Three of the 10 lots are currently zoned RS:B-5 and the remaining 7 are zoned PD. Twenty-Five (25) of the new lots would be created for existing homes. Two (2) lots would include the main hospital campus and associated buildings and improvements. One (1) lot would include existing apartment buildings. The remaining three (3) lots would remain as open space. The approximately 92 acre project area is located between Sanitarium Road and Deer Park Road approximately 2.5 to 3.0 miles northeast of the City of St. Helena within the RS:B-5 (Residential Single: Building Site Combination) and PD (Planned Development) zoning districts. (Assessor’s Parcel numbers: 021-110-015*; 021-140-001*, 003*, 005*; 021-150-001*, 002*, 007*; 021-171-001, 002, 003, 004, 005, 006, 007, 008, 120, 130; 021-181-001, 002, 005, 007, 009, 010; 021-172-004; and, 021-400-011) Deer Park.

* - parcels not included in the rezoning

Staff Recommendation: That the Planning Commission conduct a public hearing and forward a recommendation of approval of the rezoning, tentative map, and use permit to the Board of Supervisors.

Staff Contact: Sean Trippi, 253-4417 or strippi@co.napa.ca.us

B. KITCHAK WINERY / PETER & PATRICIA KITCHAK– USE PERMIT & VARIANCE REQUEST (#P09-00148-UP & #P09-00149-VAR) & A REQUEST FOR AN EXCEPTION TO NAPA COUNTY ROAD & STREET STANDARDS

CEQA Status: Categorically Exempt pursuant to Section 15303 and 15305 of the California Environmental Quality Act (Class 3 – New Construction or Conversion of Small Structures and Class 5 – Minor Alteration in Land Use Limitations) and Appendix B, Class 3 (New Construction or Conversion of Small Structures Item #10: Small Wineries) of the Napa County’s Local Procedures for Implementing the California Environmental Quality Act.

Request: (A) Approval of a Use Permit to establish a new 5,000 gallon per year winery to include: (1) conversion of an existing 2,048 square foot, single-story, residential garage for use as a winery production / wine tasting retail sales building for a winery totaling 2,048 square feet; (2) a 300 square foot uncovered crush pad; (3) a 400 square foot uncovered hospitality patio; (4) one full-time and two part-time employees; (5) six parking spaces; (6) tours and tasting by appointment only with a maximum of 12 visitors per day (84 visitors per week max.); (7) a marketing plan with: six 20-person promotional events with catered meals per year; four 30-person release events per year; No Tours & Tasting Appts or Marketing Events to be held on the same day and will hold no Temporary Events; (8) installation of a hold and haul winery process wastewater system; (B) Approval of a Variance from the winery road setback requirements of Napa County Code Section 18.104.230 (A)(2) to allow a winery structure to be constructed 196 feet from the centerline of a private easement serving two parcels where 300 feet is required. (C) A request for an Exception to the Napa County Road and Streets Standards to allow a reduced winery road width from Hardman Avenue to the proposed winery structure (20 foot width required). The winery project is located on an 14.77 acre parcel on the north side Hardman Avenue approximately 1,500 feet east of its intersection with Silverado Trail within an AP

(Agricultural Preserve) zoning district. (Assessor's Parcel #: 039-190-038). 1094 Hardman Avenue, Napa.

Staff Recommendation: Find the project Categorically Exempt from CEQA and approve the Use Permit and Variance with the proposed conditions of approval. Staff does not recommend approval of the Road Exception.

Staff Contact: Patricia Hornisher 299-1349 or thornish@co.napa.ca.us

10. ADMINISTRATIVE ITEMS - None

11. DEPUTY DIRECTOR'S REPORT

- | DISCUSSION OF THE **FEBRUARY 2, 2010** PLANNING COMMISSION & ALUC MEETING
- | CODE COMPLIANCE REPORT
- | ZONING ADMINISTRATOR ACTIONS
- | OTHER PENDING PROJECTS' STATUS

12. COMMISSIONER COMMENTS / COMMITTEE REPORTS

13. FUTURE AGENDA ITEMS

- | #00388-up, 1 year after opening - Caldwell Winery
- | #03457-UP, 1 year after opening - Kendall Jackson (formerly Pecota) Winery
- | #P06-01426-UP, 1 year after opening - Pavitt Winery
- | #02082-UP, September 2010 - Alpha Omega Winery
- | #P06-0102-MOD, December 2010 - Frank Family Winery

14. ADJOURNMENT