

AGENDA

NAPA COUNTY CONSERVATION, DEVELOPMENT AND PLANNING COMMISSION



A Tradition of Stewardship
A Commitment to Service

Wednesday
January 05, 2011
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</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.countyofnapa.org

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 of approval Minutes for meetings held on:

November 3, 2010 (All Commissioners present)
November 17, 2010 (Commissioner Scott excused)
December 1, 2010 (All Commissioners present)
December 2, 2010 (All Commissioners present)

5. DIRECTOR'S REPORT

- | 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. ROCCA FAMILY WINERY / MARY ROCCA & ERIC GRIGSBY - USE PERMT P10-00148-UP**

CEQA Status: Mitigated Negative Declaration prepared. According to the proposed mitigated negative declaration, if mitigation measures are not included, the proposed project would have potentially significant environmental impacts in the following areas: Biological Resources, Population & Housing and Transportation/Traffic. The project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

Request: Approval of a Use Permit, including a Variation to the Airport Industrial Area Specific Plan (AIASP) site development standards to establish a new 20,000 gallon per year winery with: 1) a new ±7,110 square foot building for winery production uses; 2) a 2,660 square foot covered outdoor area for crush activities, fermentation tanks and bottling; 3) the conversion of an existing circa 1855 2,000 square foot residence to winery accessory uses; 4) five full-time and five part-time employees; 5) eleven on-site parking spaces; 6) by-appointment tours and tastings with a maximum of 32 visitors per day and 224 per week; 7) a marketing plan with four food & wine pairing events per week for a maximum of 50 guests at each event and eight food & wine pairing events per year for a maximum of 50 guests at each event; 8) access via an existing access drive on an adjoining property off Devlin Road that will be widened to approximately 20-feet except as noted below; 9) an on-site system for domestic sanitary waste and a hold and haul system for winery process waste disposal; and 10) water

service from the City of American Canyon. The proposed Variation to the AIASP development standards would allow a reduction of the setback from Suscol creek, and reductions of drive aisle and landscape planter widths. The project is located on a 1.0 acre parcel approximately 400-feet west of Devlin Road and approximately 200-feet south of Suscol Creek. APN's: 057-170-007 (project site) & 057-170-008 (access drive). 129 Devlin Road, Napa.

Staff Recommendation: Adopt the mitigated negative declaration and mitigation monitoring and reporting program and approve the use permit with the proposed conditions of approval.

Staff Contact: Sean Trippi, 299-1353 or sean.trippi@countyofnapa.org

B. PRESS RESTAURANT POLE SIGN / R & R LANDS USE PERMIT MAJOR MODIFICATION #P10-00331-MOD

CEQA Status: Categorically Exempt pursuant to Section 15304 of the California Environmental Quality Act (Class - 4 Minor alteration to the condition of land) and Appendix B, Class 4 of the Napa County Local Procedures for Implementing the California Environmental Quality Act. This project is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5

Request: Approval of a use permit modification to a Comprehensive Sign Plan (#96639-S) for the Press Restaurant to permit a two sided, 35 square foot free standing pole sign with white background, black lettering, indirect illumination, and at an overall height of 16 feet. The sign will be located within an extension of an existing fire hydrant/parking island adjacent to the right of way for State Highway 29. The project site is located on the west side of State Route 29, approximately 470 ft. north of its intersection with Inglewood Avenue within a CN (Commercial Neighborhood) zoning district. Assessor's Parcel Number 027-150-001. 607 St. Helena Highway, St. Helena.

Staff recommendation: Find the project categorically exempt and approve an alternative ground mounted sign not to exceed 4 ft. in height or 32 square feet in area.

Staff contact: Mary Doyle, 299-1350 or mary.doyle@countyofnapa.org

10. ADMINISTRATIVE ITEMS

A. DESIGN REVIEW GUIDELINES

Request: Presentation of a draft informational handout containing a compilation of all existing County policies and requirements related to project design. Commission and public comments are requested.

Staff Recommendation: Information item. Commission may provide direction.

Staff Contact: John McDowell, 299-1354 or john.mcdowell@countyofnapa.org or Linda St. Claire, 299-1348 or linda.stclaire@countyofnapa.org

11. DEPUTY DIRECTOR'S REPORT

- | DISCUSSION OF ITEMS FOR THE **JANUARY 5, 2010** MEETING
- | CODE COMPLIANCE REPORT
- | ZONING ADMINISTRATOR ACTIONS
- | OTHER PENDING PROJECTS' STATUS

12. COMMISSIONER COMMENTS / COMMITTEE REPORTS

13. FUTURE AGENDA ITEMS

- | OFFICER ELECTIONS AT THE **JANUARY 19, 2011** MEETING
- | #03457-UP, 1 year after opening - Kendall Jackson (formerly Pecota) Winery
- | #P09-00185-UP, 1 year after opening - Ca' Nani Winery
- | #P06-01426-UP, 1 year after opening Pavitt Winery
- | #P10-00123-MOD, August 2011 - MJA Vineyards
- | #P010-00177-MOD, December 2011 - Kelham Vineyards
- | #P06-0102-MOD, February 2011 - Frank Family Winery

14. ADJOURNMENT

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON TUESDAY, DECEMBER 28, 2010 AT 4:30 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

Melissa Gray (By e-signature)
Melissa Gray, Clerk of the Commission