

# AGENDA

## NAPA COUNTY PLANNING COMMISSION

1195 Third Street, Ste. 305  
Napa, Ca. 94558

**Wednesday December 2, 2020**  
**9:00 AM**



A Tradition of Stewardship  
A Commitment to Service

### COMMISSION MEMBERS

<i>VICE CHAIR</i> <i>Andrew Mazotti</i> <i>District # 4</i>	<i>COMMISSIONER</i> <i>Anne Cottrell</i> <i>District # 3</i>	<i>CHAIR</i> <i>Dave Whitmer</i> <i>District # 2</i>	<i>COMMISSIONER</i> <i>Joelle Gallagher</i> <i>District # 1</i>	<i>COMMISSIONER</i> <i>Megan Dameron</i> <i>District # 5</i>
<i>COMMISSION COUNSEL</i> <i>Laura Anderson</i>		<i>SECRETARY-DIRECTOR</i> <i>David Morrison</i>		<i>COMMISSION CLERK</i> <i>Lashun Fuller</i>

### IMPORTANT NOTICE REGARDING COVID-19 AND PARTICIPATION IN THE PLANNING COMMISSION MEETING

Napa County Planning Commission meetings will be conducted via teleconference using the Microsoft Zoom program in order to minimize the spread of the COVID-19 virus, in accordance with the State of Emergency proclaimed by Governor Newsom on March 4, 2020, Executive Order N-29-20 issued by Governor Newsom on March 17, 2020, and the Shelter in Place Order issued by the Napa County Health Officer on March 18, 2020, as may be periodically amended.

To participate in the Napa County Planning Commission meeting, the public are invited to observe and address the Commission telephonically or electronically. Instructions for public participation are below:

The Napa County Planning Commission will continue to meet pursuant to the adopted 2020 calendar <https://www.countyofnapa.org/DocumentCenter/View/15733/2020-PC-MEETING-SCHEDULE>.

The Napa County Planning Commission realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Please watch or listen to the Planning Commission meetings in one of the following ways:

- | Watch on your TV - Napa Valley TV Channel 28.
- | Listen on your cell phone - via Zoom at 1-669-900-6833 Enter Meeting ID 991-4190-6645 once you have joined the meeting.
- | Watch via the Internet - view the Live Stream via Zoom by <https://www.zoom.us/join>, then enter Meeting ID 991-4190-6645.
- | Via Granicus by [http://napa.granicus.com/ViewPublisher.php?view\\_id=21](http://napa.granicus.com/ViewPublisher.php?view_id=21)

You may submit public comment on any item that appears on the agenda, or general public comment for any item or issue that does not appear on the agenda, as follows:

1. Via email – send your comment to the following email address: [PC@countyofnapa.org](mailto:PC@countyofnapa.org). Please provide your name and indicate the agenda item upon which you are commenting. Emails received will not be read aloud but will still become part of the public record.
2. Via telephone - please call the Planning Commission Public Comment Line at: 707-299-1776. Please provide your name and the agenda item on which you are commenting. Your call will be placed on hold and heard by the Commission in the order received.

The above-identified measures exceed all legal requirements for participation and public comment, including those imposed by the Ralph M. Brown Act and Executive Order N-29-20. If you have any questions, contact us via telephone at (707)-253-4417 or send an email to [planningcommissionclerk@countyofnapa.org](mailto:planningcommissionclerk@countyofnapa.org).

#### 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. 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 305 in Napa. If you have any question concerning the appeals procedure, please call (707) 253-4580 and request assistance.

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](http://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 issues and future prospects of a planning nature which are within the jurisdiction of the 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**

The Clerk of the Commission request approval of Minutes for the meeting held on:  
November 18, 2020 (All Commissioners Present)

**5. AGENDA REVIEW****6. DISCLOSURES****7. PUBLIC HEARING ITEMS****A. SINSKEY VINEYARDS INC. / ROBERT SINKSEY VINEYARDS / USE PERMIT MAJOR MODIFICATION NO. P19-00161-MOD**

**CEQA Status:** Consideration and possible adoption of a Categorical Exemption Class 1. It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act (CEQA). See Section 15301 [Class 1 Minor Alterations to Existing Facilities] which may be found in the guidelines for the implementation of the CEQA at 14 CCR §15301. 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 Major Modification to an existing 143,000 gallon per year winery to allow the following: **COMPONENTS NECESSARY TO REMEDY EXISTING VIOLATIONS:** 1) Recognition of daily by-appointment tastings of 125 persons per day. Currently authorized for 132 "Public" visitors a day, allowed to occur without prior appointment. The by-appointment visitation would be an addition to the currently authorized visitation and would result in a total of 257 visitors per day; 2) Recognition of 36 full-time employees and six part-time employees. Currently authorized for 10 full-time employees and five part-time employees; 3) Recognition of use of portions of the cave for visitation and marketing activities. Currently authorized for production related uses only; and 4) Recognition of on-premises consumption of wines in areas used for hospitality. Currently not an authorized activity. The project is located on an approximately 11.82 acre site within the AW (Agricultural Watershed) zoning district with a General Plan land use designation of AWOS (Agriculture, Watershed & Open Space) at 6320 Silverado Trail, Napa, CA; APN: 031-230-017

**Staff Recommendation:** Find the project Categorical Exempt from CEQA and approve the Use Permit Major Modification, as conditioned.

**Staff Contact:** Emily Hedge, Planner III, (707) 259-8226 or emily.hedge@countyofnapa.org

**Applicant Contact:** Robert Sinskey, 6320 Silverado Trail, Napa, CA 94558; (707) 944-9090, pinot@robertsinskey.com

**Applicant Representative Contact:** Richard Tooker, Farella Braun + Martel LLP; 899 Adams Street, Suite G, St. Helena, CA 94575; (707) 967-4152; rtooker@fbm.com

**B. KENZO ESTATES, INC / KENZO ESTATES / USE PERMIT MAJOR MODIFICATION P19-00396-MOD**

**CEQA Status:** Consideration and possible adoption of a Mitigated Negative Declaration. According to the proposed Mitigated Negative Declaration, the proposed project would not have any potentially significant environmental impacts after implementation of mitigation measures. Mitigation measures are proposed for the following areas: Biological Resources. This project is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5.

**Request:** Approval of a Use Permit Major Modification to an existing 102,000 gallon per year winery to allow the following: (1) Increase in maximum annual permitted wine production from 102,000 to 150,000 gallons; (2) Expand the existing 22,470 square foot cave (Type two (2)) to a 68,415 square foot (Type three (3)) cave; (3) Excavation of two (2) new cave portals; (4) Paving an unpaved road for portal access; (5) Deposit of approximately 20,300 cubic yards of cave spoils at a spoils stockpile on land owned by the applicant, 0.9 miles southeast of the project site; (6) Utilize 720 square feet of the cave expansion as a tasting room; (7) Construct 3,350 square feet of a covered crush pad; (8) Construct 820 square feet of an uncovered mechanical yard; (9) Widening of sections of the project access road (Wild Horse Valley Road) to bring it into compliance with the Napa County Road and Street Standards (RSS); and (10) Expand the existing wastewater treatment and disposal systems to handle the increase in winery process wastewater. The project also includes a request for an exception to the Napa County Road and Street Standards (RSS) and the requirement to widen a 500-foot section to 22 feet on Wild Horse Valley Road from Monticello Road to the winery. The project is located on a 36.13 acre parcel, within the AW (Agricultural Watershed) zoning district on the west side of a private road approximately 3,500 feet south of its intersection with State Route 121/Monticello Road; 3200 Monticello Road, Napa, CA 94558; APN: 033-110-075.

**Staff Recommendation:** Adopt the Mitigated Negative Declaration and approve the Exception to the Napa County Roads & Street Standards and Use Permit Major Modification, as conditioned.

**Staff Contact:** Trevor Hawkes, (707) 253-4388 or trevor.hawkes@countyofnapa.org

**Applicant Representative Contacts:** Tom Adams, (707) 252-7122 or tadams@dpf-law.com. Josh Devore, (707) 252-7122 or jdevore@dpf-law.com

**8. ADMINISTRATIVE ITEMS - None**

**9. DEPUTY DIRECTOR'S REPORT**

- DISCUSSION OF ITEMS FOR THE **DECEMBER 16, 2020 REGULAR MEETING**
- BOARD OF SUPERVISORS ACTIONS
- OTHER DEPARTMENT ACTIVITIES
- CODE COMPLIANCE REPORT
- ZONING ADMINISTRATOR ACTIONS
- OTHER PENDING PROJECTS' STATUS

**10. COMMISSIONER COMMENTS / COMMITTEE REPORTS**

**11. PROJECTS REQUIRING COMMISSION FOLLOW-UP REVIEW**

Refer to "PBES Current Projects" Web Page <https://www.countyofnapa.org/591/Current-Projects>

**12. 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 11-24-2020 BY 5 PM. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

Lashun Fuller (By e-signature)  
Lashun Fuller, Clerk of the Commission