

# SPECIAL MEETING AGENDA



A Tradition of Stewardship  
A Commitment to Service

## NAPA COUNTY PLANNING COMMISSION

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

**Wednesday, February 22, 2017**  
**9:00 AM**

### COMMISSION MEMBERS

---

<i>COMMISSIONER</i> <i>Joelle Gallagher</i> <i>District # 1</i>	<i>COMMISSIONER</i> <i>Michael Basayne</i> <i>District # 2</i>	<i>VICE CHAIR</i> <i>Anne Cottrell</i> <i>District # 3</i>	<i>COMMISSIONER</i> <i>Terry Scott</i> <i>District # 4</i>	<i>CHAIR</i> <i>Jeri Gill</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>Melissa Frost</i>

---

The Commission welcomes you to its meeting **SPECIAL MEETING**. The Commission meets at 1195 Third Street, Ste. 305 Napa. The following information is provided to ensure your understanding and participation in the Commission's **SPECIAL MEETING** 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. 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 special 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**

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

February 1, 2017 (All Commissioners present)

February 15, 2017 (All Commissioners present)

**5. DIRECTOR'S REPORT**

- BOARD OF SUPERVISORS ACTIONS

- OTHER DEPARTMENT ACTIVITIES

**6. AGENDA REVIEW****7. DISCLOSURES****8. PUBLIC HEARING ITEMS****A. Bin To Bottle, LLC / Wilkinson/Bin To Bottle Custom Crush Wine Production Facility / Major Modification P15-00278-MOD**

**CEQA Status:** Consideration and possible adoption of a Negative Declaration. According to the proposed Negative Declaration, the proposed project would not have any potentially significant environmental impacts. 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 request for a Major Modification to Use Permit No. U-27172, to convert an existing warehouse facility into a new custom crush wine production facility involving the following: (a) maximum annual production capacity of 250,000 gallons; (b) construction of ±28,000 square foot new building; for barrel storage and processing (c) conversion of an existing 20,250 square foot warehouse building into ±17,250 square feet for wine processing and storage, ±3,000 square feet for office use, and removal of a connecting canopy; (d) planting of additional landscaping and improvement of parking areas; (e) installation of a process waste treatment system; (f) retail sales of wines produced on premises limited to industry trade and invited guests only; (g) increase operations from Monday through Saturday (currently Monday through Friday) and increase hours from 7:00 AM to 6:00 PM (currently 7:00 AM to 5:00 PM); and (h) increase the maximum number of employees from 20 to 24. The proposed 3.50 acre project site is located approximately 2,385 feet north of the North Kelly Road and Camino Dorado intersection and approximately 474 feet north of State Highway 12 and east of State Highway 29 within the GI:AC (General Industrial: Airport Compatibility Combination) District; 122 Oruga, Napa; APN 057-152-012.

**Staff Recommendation:** Adopt the Negative Declaration and approve the major modification with the proposed conditions of approval.

**Staff Contact:** Tendai Mtunga, (707) 299-1358 or [tendai.mtunga@countyofnapa.org](mailto:tendai.mtunga@countyofnapa.org)

**Applicant Contact:** Beth Painter (707) 337-3385 or [beth@bpnapa.com](mailto:beth@bpnapa.com)

**B. ASHLANDER, LLC / BLACK SEARS WINERY / MAJOR MODIFICATION #P15-00201 – MOD AND REQUEST FOR EXCEPTION TO NAPA COUNTY ROAD AND STREET STANDARDS**

**CEQA Status:** Consideration and possible adoption of a Categorical Exemption pursuant to Class 3 (New Construction or Conversion of Small Structures). This proposed project site is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5.

**Request:** Approval of a Major Modification to a Use Permit (P15-00201 – MOD) for an existing winery with an annual production capacity of 20,000 gallons of wine. The proposed modification has the following characteristics: (a) to occur at the winery, visitation of up to 16 guests per day, with appointments scheduled between the hours of 10:00 a.m. and 4:00 p.m., daily; (b) marketing events would include 10 events annually, with attendance of up to 30 people per event, including catered food and scheduled to occur between the hours of 10:00 a.m. and 9:00 p.m.; (c) recognition of a previously-built, 2,900 square foot expansion of the on-site wine cave; (d) retail sales and on-site consumption of purchased wine (Business and Professions Code Sections 23358, 23390 and 23396.5); (e) an exception to the Napa County Road and Street Standards to allow reduce the width of portions of the private segment of Summit Lake Drive to range from 13 to 18 feet; and (f) modifications to existing wastewater treatment infrastructure on the property. The 65.2-acre property on which the winery is located is at 2600 Summit Lake Drive, Angwin (Assessor's Parcel No. 018-060-066). The property has a General Plan land use designation of Agriculture, Watershed and Open Space (AWOS) and is located in the AW (Agricultural Watershed) District.

**Staff Recommendation:** Find the project categorically exempt from CEQA and approve the requested Use Permit Major Modification, as conditioned.

**Staff Contact:** Dana Ayers, Planner III; (707) 253-4388 or email address [dana.ayers@countyofnapa.org](mailto:dana.ayers@countyofnapa.org)

**Applicant's Representative:** Jon Webb, New Albion Surveys; (707) 963-1217 or email address [jwebb@albionsurveys.com](mailto:jwebb@albionsurveys.com)

**C. GARY LUCHEL / FORTUNATI VINEYARDS WINERY / USE PERMIT # P16-00043-UP**

**CEQA STATUS:** Consideration and possible adoption of a Categorical Exemption Class 3. 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. This project is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5.

**REQUEST:** Approval of a Use Permit to establish a new 12,000 gallon winery with the following components: (a) a two story 1,500 square foot winery production building which includes a 227 square foot covered crush pad, mobile bottling and processing would occur inside the winery; (b) an attached 304 square foot covered equipment area; (c) Installation of three water tanks totaling 20,000 gallons; (d) construction of a looped access driveway to comply with County Roads and Street

Standards; (e) construction of seven (7) parking spaces; (f) one full-time and one part-time employee; (g) establishment of hours of operation: production: Monday-Sunday 7:30 a.m.- 6:00 p.m.; hospitality: Monday-Sunday 10:00 a.m.- 4:30 p.m.; (h) visitation for a maximum of 10 persons per day with food and wine pairings, all food service for marketing events will be catered and prepared in a licensed off-site permitted kitchen; (i) marketing program to consist of 10 events annually with 30 guests maximum and 1 event annually for 100 guests maximum; (j) use of portable toilets for the large marketing event; (k) use of existing vineyard avenues for overflow parking during marketing events; (l) construction of code compliant water and waste water, storm drainage, and fire suppression facilities; (m) Installation of on-site landscaping; (n) installation of a solid waste and recycling storage area; and (o) on-premises consumption of wines produced on-site located in the tasting room in accordance with Business and Professions Code Sections 23358, 23390 and 23396.5. The project is located on a 10.28-acre parcel. The General Plan land use designation is Agricultural Resource (AR) and is within the Agricultural Preserve (AP) zoning district; 986 Salvador Avenue, Napa; APN: 036-180-004.

**Staff Recommendation:** Find the project Categorically Exempt and approve the Use Permit as conditioned.\

**Staff Contact:** Tendai Mtunga, Planner III, (707) 229-1358 or tendai.mtunga@countyofnapa.org

**Applicant Contacts:** Applicant Contacts: James Jeffrey Architects, 2017 Jefferson Street, Napa, CA 94559, (707) 226-7041 or james@j2arch.com & Jeffrey Redding, 2423 Renfrew Street, Napa, CA 94558, (707) 225-7275 or jreddingaicp@comcast.net

## 9. ADMINISTRATIVE ITEMS

## 10. DEPUTY DIRECTOR'S REPORT

- DISCUSSION OF ITEMS FOR THE **MARCH 1, 2017 REGULAR MEETING**
- CODE COMPLIANCE REPORT
- ZONING ADMINISTRATOR ACTIONS
- OTHER PENDING PROJECTS' STATUS

## 11. COMMISSIONER COMMENTS / COMMITTEE REPORTS

## 12. FUTURE AGENDA ITEMS

ITEMS REQUIRED TO RETURN TO THE PLANNING COMMISSION FOR DISCUSSION BASED ON FUTURE PRIVATE CONSTRUCTION SCHEDULE

- #03457-UP, 1 year after occupancy - Kendall Jackson (formerly Pecota) Winery
- #P12-00347-UP, 1 year after occupancy - Diogenes Ridge Winery
- #P09-00185-UP, 1 year after occupancy - Ca' Nani Winery
- #P10-00206-UP, 1 year after occupancy for visitation - Caravan Serai Winery
- #P10- 00123-MOD, 1 year after occupancy - MJA Vineyards
- #P11-00464-MOD, 1 year after occupancy - Oakville Grocery
- #P13-00055-UP, 3 years after approval date for reporting on visitation and marketing - Bell Wine Cellars

**13. 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 2-17-17 BY 10:00 AM. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

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

.