

# AGENDA

## NAPA COUNTY PLANNING COMMISSION

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

**Wednesday May 19, 2021**  
**9:00 AM**



A Tradition of Stewardship  
A Commitment to Service

### COMMISSION MEMBERS

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

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### 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 2021 calendar <https://www.countyofnapa.org/DocumentCenter/View/20131>.

In accordance with the Governor's Executive Order N2920 regarding public meetings during the COVID19 emergency, **Planning Commission meetings will be available electronically, or telephonically, and public attendance is now limited (9 people).**

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.

- 1. 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. Online

1. Use the Zoom attendee link: <https://countyofnapa.zoom.us/j/99141906645>. Make sure the browser is up-to-date.
2. Enter an email address and following naming convention;  
Item #, First Name Last Name      Ex: 7A John Smith
3. When the Chair calls for the item on which you wish to speak, click “raise hand.” Mute all other audio before speaking to avoid feedback.
4. When called, please limit your remarks to three minutes. After the comment, your microphone will be muted.

## 3. By Phone

1. Call the Zoom phone number and enter the webinar ID: 1-669-900-6833 Enter Meeting ID 991 4190 6645
2. When the Chair calls for the item on which you wish to speak, press \*9 to raise a hand. \*\*Please note that phone numbers in their entirety will be visible online while speakers are speaking\*\*
3. When called, please state the item in which you are calling for followed by your name.
4. Please limit your remarks to three minutes. After the comment has been given, your phone will be muted.

If you are unable to utilize the above methods, 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:  
May 05, 2021 (All Commissioners Present)

**5. AGENDA REVIEW**

**6. DISCLOSURES**

**7. PUBLIC HEARING ITEMS**

**A. TAPLIN ASSOCIATES, LLC / TAPLIN CELLARS WINERY / USE PERMIT NO. P20-00165-UP**

**CEQA Status:** Consideration and possible adoption of a Categorical Exemption pursuant to §15303 (Class 3, New Construction or Conversion of Small Structures) of the State Guidelines and under Appendix B of Napa County's Local Procedures for Implementing CEQA (Additional Categorical)

Exempt Projects in Napa County), Item No. 10 – Construction and operation of small wineries, other agricultural processing facilities and farm management uses that: (a) are less than 5,000 square feet in size excluding caves; (b) will involve either no cave excavation, or excavation sufficient to create no more than 5,000 additional square feet within all of the excavated cave spoils to be used on site; (c) will produce 20,000 gallons of wine or less per year; (d) will generate less than 40 vehicle trips per day and 5 peak hour trips except on those days when marketing events are taking place; (e) will hold no more than 10 marketing events per year, each with no more than 30 attendees, except for one wine auction event with up to 100 persons in attendance; and 5) hold no temporary events.

**Request:** Approval of a use permit would allow for the following: 1) establishment of a 20,000 gallon per year winery within an approximately 3,615 square foot portion of an existing, approximately 5,800 square foot agricultural structure; 2) tours and tastings for up to 12 guests per day/80 guests per week during harvest season and up to 16 guests per day/90 persons per week during non-harvest season; 3) up to eight (8) marketing events per year with up to 30 guests per event and one (1) annual wine auction event for up to 100 guests; 4) catered food during events; onsite wine consumption (AB 2004) within the winery coverage area; 5) two full-time employees, with an additional two part-time employees during harvest season; 6) production hours between 9:00 a.m. and 5:00 p.m. Monday through Sunday and visitation hours between 10:00 a.m. and 5:00 p.m. Monday through Sunday; 7) road improvements, consistent with the Napa County Road and Street standards, beginning at the intersection of Lewelling Lane and State Highway 29 and ending at the entrance to the proposed winery; 8) replacement of the existing, manual gate on Lewelling Lane with an electronic gate; 9) construction of a parking area with six (6) parking stalls, one of which will be ADA compatible; and 10) the addition of a 1,036 square foot covered crush pad to the northwest side of the existing, 5,800 square foot agricultural structure. The subject property is comprised of approximately 20 acres, is zoned Agricultural Preserve (AP) with a General Plan land use designation of Agricultural Reserve (AR) and is located at 1677 Lewelling Lane in the St. Helena area, APN 027-100-005.

**Staff Recommendation:** Find the project Categorical Exempt from CEQA and approve Use Permit P20-00165, as conditioned.

**Staff Contact:** Melanie Jackson, Planner III, (707) 259-8194; [melanie.jackson-couch@countyofnapa.org](mailto:melanie.jackson-couch@countyofnapa.org)

**Applicant Contact:** Bill Taplin, Taplin Associates, LLC., (707) 696-9962; [bill@taplincellars.com](mailto:bill@taplincellars.com)

**Applicant Representative Contact:** George Monteverdi, Monteverdi Consulting, LLC., (707) 761-2516; [George@monteverdiconsulting.com](mailto:George@monteverdiconsulting.com)

**B. FRANK FAMILY VINEYARDS, LLC / BENJAMIN RANCH WINERY / USE PERMIT APPLICATION NO. P13-00371-UP**

**CEQA Status:** Consideration and possible adoption of a Revised Mitigated Negative Declaration. According to the proposed Revised Mitigated Negative Declaration, revised to reflect the amended use permit project scope, the proposed project would not have any potentially significant environmental impacts with incorporation of mitigation measures pertaining to Biological Resources and Transportation. 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 to establish a winery with development on 8 acres of an approximately 85.1-acre project site. The winery would produce up to 475,000 gallons of wine per year in approximately 87,292 square feet of building area that would house business/administrative

functions, a commercial kitchen **for preparation of meals for winery employees**, and rooms for conducting winery tours and tastings, in addition to barrel storage and wine production functions. The proposed winery would: a) operate daily between the hours of 8:00 a.m. and 6:00 p.m.; b) include a wine marketing program consisting of up to ~~357~~ **9 catered** events per year for up to ~~46~~ to 150 guests per event, **including participation in the Napa Valley Wine Auction**; c) offer wine tours and tastings by appointment for up to ~~400~~ **150** people per day **on Mondays, Tuesdays and Wednesdays, and up to 300 people per day on Thursdays, Fridays, Saturdays and Sundays, inclusive of guests attending marketing events (the number of daily tours and tastings would be reduced by a number equal to the number of guests planned to attend a marketing event on that same day)**, and with tours and tastings offered daily between the hours of 10:00 a.m. and 6:00 p.m.; d) offer retail sale of wine and wine-related items, along with allowance for consumption on-site of wine purchased on the premises pursuant to Business and Professions Code Sections 23358, 23390 and 23396.5; and e) employ up to 61 full-time and part-time staff members. The proposed project would require demolition of an existing shed currently used for vineyard management, **on-site relocation of an existing storage barn**, and redevelopment of a portion of the site with new winery and hospitality buildings, ~~75~~ **94** parking stalls, **and** a new access driveway from Conn Creek Road/State Route 128, ~~and installation of a left turn lane on Conn Creek Road/State Route 128 at the new access driveway near the southeastern corner of the site.~~ The property at 8895 Conn Creek Road, St. Helena, is located in the AP (Agricultural Preserve) Zoning District and has a General Plan land use designation of AR (Agricultural Resource). The property is assigned with Assessor's Parcel Numbers (APNs) 030-120-016 and 030-120-017.

The public hearing on this application was opened on September 16, 2020. On September 15, 2020, the applicant submitted a revised use permit project scope that included changes to proposed visitation, marketing and off-site improvements, as noted by the ~~strike through~~ and **boldface** types in the paragraph above. After accepting written and oral testimony on the matter at the September 16, 2020, the Planning Commission continued the public hearing on this application to a date uncertain to allow the applicant time to update and submit for staff review the various project technical reports to reflect the revised project scope.

**Staff Recommendation:** Adopt the Revised Initial Study/Mitigated Negative Declaration prepared for the project and approve Use Permit Application No. P13-00371-UP, as conditioned.

**Staff Contact:** Dana Ayers, Consultant Planner, phone number (925) 688-2490 or email address [dayers@trccompanies.com](mailto:dayers@trccompanies.com); or Charlene Gallina, Supervising Planner, phone (707) 299-1355 or email address [Charlene.gallina@countyofnapa.org](mailto:Charlene.gallina@countyofnapa.org)

**Applicant:** Frank Family Vineyards, LLC; phone number (707) 942-0859; email address [rfrank@frankfamilyvineyards.com](mailto:rfrank@frankfamilyvineyards.com)

**Applicant Representative:** Scott Greenwood-Meinert, Coblenz Patch Duffy Bass, LLP; phone number (707) 603-2722; email address [sgreenwood-meinert@coblenzlaw.com](mailto:sgreenwood-meinert@coblenzlaw.com)

**CONTINUED FROM THE SEPTEMBER 16, 2020, PLANNING COMMISSION MEETING**

## 8. ADMINISTRATIVE ITEMS - None

**9. DEPUTY DIRECTOR'S REPORT**

- DISCUSSION OF ITEMS FOR THE **JUNE 2, 2021 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 5/12/21 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