



A Tradition of Stewardship
A Commitment to Service

AGENDA

NAPA COUNTY PLANNING COMMISSION

Wednesday, May 07, 2014
9:00 AM

COMMISSION MEMBERS

<i>VICE - CHAIR</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>CHAIR</i> <i>Bob Fiddaman</i> <i>District # 3</i>	<i>COMMISSIONER</i> <i>Matt Pope</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 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. 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.

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. 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 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.

3. APPROVAL OF MINUTES

Clerk of the Commission requests approval of Minutes for the meetings held on:
December 4, 2013 (All Commissioners present)
April 23, 2014 (All Commissioners present)

4. DIRECTOR'S REPORT

- BOARD OF SUPERVISORS ACTIONS
- OTHER DEPARTMENT ACTIVITIES

5. AGENDA REVIEW**6. DISCLOSURES****7. PUBLIC HEARING ITEMS TO BE DECIDED WITHOUT ADDITIONAL TESTIMONY - None****9. PUBLIC HEARING ITEMS****A. CASTELLUCI FAMILY WINERY- USE PERMIT NO. P13-00140 AND VARIANCE P14-00074**

CEQA Status: Consideration and possible adoption of a Negative Declaration. According to the proposed negative declaration, the project would not have any potentially significant environmental impacts. The project site is not on any of the lists of hazardous waste sites enumerated under Government Code Section 65962.5.

Request: Approval of a Use Permit for a new 30,000 gallon per year winery as follows: 1) construction of new winery buildings totaling 12,376 square feet, including a covered crush pad, barrel storage, hospitality and tasting room, and office space; 2) construction of a Transient Non-Community Water System (a water system to serve the winery, visitors, and employees); 3) construction of 10 parking spaces; 4) construction of a left-turn lane on Zinfandel Lane; 5) tours and tastings by appointment only on a daily basis up to a maximum of 50 visitors per day and a maximum of 300 per week; 6) private promotional tastings with meals up to 12 per year with a maximum of 25 guests; marketing events up to three per year with a maximum of 60 guests; marketing events up to two per year with a maximum of 125 guests; harvest events up to two per year with a maximum of 50 guests; 7) 10 or fewer employees; 8) request for on premise consumption of wines produced on site within the hospitality building in accordance with AB 2004; 9) A Variance to encroach approximately 460 feet from the required 600 foot setback from Silverado Trail; and 10) A Napa County Road and Streets Standards Exception request to allow for a reduction in the required 600 feet lane transition leading up to the proposed left turn lane on Zinfandel Lane. The 19.30 acre project parcel is located at the northwest corner of Silverado Trail and Zinfandel Lane, within the AP

(Agricultural Preserve) zoning district. APN:025-160-006. 3 Zinfandel Lane, St. Helena, Calif.

Staff Recommendation: That the Planning Commission continue this item to its regular meeting of May 21, 2014.

Staff Contact: Shaveta Sharma, (707) 299-1358 or shaveta.sharma@countyofnapa.org

Applicant Contact: Jon Webb, (707) 963-1217 or jwebb@albionsurveys

CONTINUED FROM THE APRIL 16, 2014 MEETING

B. TITUS VINEYARDS WINERY/LEE TITUS & SONS LTD - USE PERMIT #P13-00367-UP & VARIANCE P13-00366-VAR

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 **Use Permit and Variance** to establish a new winery with an annual production capacity of 24,000 gallons as follows: a) construction of a new 14,469+/- sq.ft. winery building with 3,461 sq.ft. dedicated to accessory uses and 11,008 sq.ft. dedicated to production; b) a 3,983 sq.ft. covered crush pad; c) 10 full-time and 2 part-time employees; d) tours and tastings by appointment only on a daily basis up to a maximum of sixty (60) visitors per day; e) a Marketing Plan that includes the following: Private Promotional tastings with meals up to eight (8) per year with a maximum of twenty-five (25) guests (food prepared within an on-site commercial kitchen), Wine Club Marketing events up to four (4) per year with a maximum of 125 guests with catered food, Wine Release events up to six (6) per year with a maximum of 125 guests with catered food and use of portable toilets, and Wine Auction events up to two (2) per year with a maximum of 125 guests with catered food and use of portable toilets; f) Winery hours of operation Monday through Sunday 8:00 am to 5:30 pm and 7 am to 10 pm (non-harvest production hours); g) Visitation hours Monday through Sunday 10:00 am to 6:30 pm; h) Request for on premise consumption of wines produced on site within the hospitality area and outdoor patio area in accordance with AB 2004; i) Construction of a commercial kitchen; j) Construction of a twenty-one (21) space parking area, three (3) space loading and staging areas; k) Construction of a transient non-community water system and wastewater storage, treatment and disposal facilities; l) Construction of a new water storage tank (40,000 to 60,000 gallon) for fire suppression; m) Construction of a new access driveway off of Silverado Trail; and n) Construction of a left turn lane on the northbound Silverado Trail approach to the project entrance. The proposal also includes a **Variance** request to encroach approximately 178 feet into the required 600 foot setback from Silverado Trail. The project site abuts the Napa River on the west, and Silverado Trail on the east and includes existing vineyards, vegetation, an existing three (3) bedroom single-family residence, and an agricultural barn used for farm equipment storage. As proposed, the residence will not be used as part of the proposed winery and the barn will continue to be used for farm equipment storage. The project is located on a 31.77 acre parcel on the west side of Silverado Trail approximately .25 miles north from the intersection with Deer Park Road, within the AP (Agricultural Preserve) zoning district; 2971 Silverado Trail, St. Helena; APN: 021-353-013.

Staff Recommendation: Adopt the Negative Declaration and approve the Variance request and Use Permit as conditioned.

Staff Contact: Charlene Gallina; (707) 299-1355; charlene.gallina@countyofnapa.org

Applicant Contact: Jeffrey Redding; (707) 255-7375; jreddingaicp@comcast.net

C. GATEWAY COMMERCIAL CENTER - SPRINGHILL SUITES EXPANSION / AIRPORT BLVD. REATLY I LLC / USE PERMIT MODIFICATION (P13-00212-MOD)

CEQA Status: A Negative Declaration (ND) previously prepared and adopted on January 10, 2012, analyzed the potential impacts of the 60-room hotel expansion. The hotel expansion is within the scope of the analysis of the previously adopted ND. The proposed additions to the hotel conference room and breakfast areas are Categorically Exempt pursuant to State CEQA Guidelines Section 15301, Class 1, which exempts minor additions and alterations to an existing structure and the proposed carports are Categorically Exempt pursuant to Section 15303, Class 3, which exempts the construction of accessory structures including carports. The project site is not on any of the lists of hazardous waste sites enumerated under Government Code Sec. 65962.5.

Request: Approval of a use permit modification to revise the previously approved master site development plan as follows: (1) construct a 38,112 sq. ft. addition to the Springhill Suites hotel to accommodate 60 new guest rooms with a 1,942 sq. ft. enclosed breezeway connecting the second and third floors of the existing hotel to the new rooms; (2) construct a 760 sq. ft. addition to the hotel's conference room; (3) construct a 673 sq. ft. addition to the hotel's breakfast room; (4) construct twelve new solar panel/carport structures over approximately 123 existing parking spaces in the proximity of the hotel; (5) increase the amount of approved floor area for restaurant uses from 10,348 sq. ft. to 10,700 sq. ft.; (6) reduce the amount of approved floor area for retail uses from 55,897 sq. ft. to 29,523 sq. ft.; (7) reduce the amount of approved floor area for office uses from 41,482 sq. ft. to 25,643 sq. ft.; (8) provide a total of 396 parking spaces; and, (9) landscape improvements and signage. Subsequent lot line adjustments will be required to accommodate the revised site plan layout. The proposal also includes a variation to Napa Valley Business Park Specific Plan standards to allow reduced setbacks from interior lot lines to facilitate the revised building footprints/site plan layout and a parking reduction based on a shared parking arrangement consistent with previous approvals. The project is connected to municipal water and sewer services provided by the City of American Canyon and the Napa Sanitation District, respectively. The project site is located on approximately 12.4 acres on the northwest corner of the intersection of State Highway 29 and Airport Boulevard, within an Industrial Park: Airport Compatibility (IP:AC) zoning district. (Assessor's Parcels: 057-200-015, 016, 019, 017, 018, 019, 023, 024, 025, & 026). 101 Gateway Road East, Napa.

Staff Recommendation: That the Planning Commission find the hotel expansion within the scope of the analysis of the previously approved Negative Declaration and that the increase in floor area and carports are categorically exempt and approve the requested use permit modification as conditioned.

Staff Contact: Sean Trippi, (707) 299-1353, sean.trippi@countyofnapa.org

Applicant Contact: William Maston, William Maston Architect & Associates, (650) 968-7900, billm@mastonarchitect.com

D. GOSECROSS CELLARS WINERY/AC VIN COMPANY LLC - USE PERMIT MAJOR MODIFICATION #P13-00387-MOD & VARIANCE P14-00018-VAR

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 to modify previous project approvals (Use Permit #02571, Very Minor Modification P07-00197 and Very Minor Modification P08-00174) to allow the following activities for the new

owners of Goosecross Cellars: (a) Demolition of existing winery buildings (approximately 1,250 sq.ft. including the tank pad), residence (2,346 sq.ft.), garage (571 sq.ft.) and ornamental landscaping for the development of a new winemaking facility; (b) construction of new winery buildings totaling approximately 6,511 square feet to be organized into two standalone buildings: Building A – 3,583 sq.ft. to be utilized as a new tasting room, barrel room and administrative offices; Building B – 2,928 sq.ft. to house the tank room, lab and winemaker's office; (c) construction of a new 640 sq.ft. covered crush pad; (d) construction of a new water storage tank for fire suppression; (f) construction of a new courtyard and walkways (approximately 2,583 sq.ft.); (g) installation of approximately 4,282 sq.ft. of landscaping; (h) removal of the southernmost driveway (approximately 300 feet in length) and replaced with new vineyard rows; (i) repaving and expansion of a sixteen (16) space existing parking facility for a new total of twenty-two (22) parking spaces; (j) request for on premise consumption of wines produced on site within the tasting room and outdoor courtyard in accordance with AB 2004; (k) modification of the approved marketing plan (twelve (12) private promotional tastings per year for a maximum of thirty (30) visitors and two (2) release events per year for a maximum of 100 visitors, both with hours 11:00 am to 9:00 pm) to add participation in the annual Wine Auction with fifty (50) attendees maximum; (l) increase in employees from six (6) to ten (10) or fewer employees; and (m) a Variance to encroach approximately 280 feet into the required 300 foot setback from an existing vineyard road to the north that serves as primary access to 1133 State Lane (APN 031-170-010) and 1141 State Lane (APN 031-150-006). No changes are proposed to production, daily visitation, or hours of operation. The project is located on an 11.31 acre parcel on the west side of State Lane approximately ¼ mile north from the intersection with Yountville Cross Road, within the AP (Agricultural Preserve) zoning district; 1119 State Lane, Yountville; APN: 031-180-035.

Staff Contact: Charlene Gallina; (707) 299-1355; charlene.gallina@countyofnapa.org

Applicant Contact: Jeffrey Redding; (707) 255-7275; jreddingaicp@comcast.net

10. ADMINISTRATIVE ITEMS

A. STUDY SESSION ON PUBLIC HEARING NOTICING PROCEDURES

CEQA Status: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

Request: Presentation, discussion and possible action concerning existing noticing practices and options for changes to noticing procedures for projects subject to public hearing before the Zoning Administrator, Planning Commission and Board of Supervisors. Staff will outline existing County Code noticing requirements and administrative practices, and present options for providing additional public noticing that the Commission may request the Board of Supervisors consider for implementation.

Staff Recommendation: That the Commission receive the presentation, take public testimony, and provide direction to Staff on next steps.

Staff Contact: John McDowell, Deputy Planning Director, 299-1354 or john.mcdowell@countyofnapa.org

11. DEPUTY DIRECTOR'S REPORT

- DISCUSSION OF ITEMS FOR THE **MAY 21, 2014 REGULAR MEETING**
- CODE COMPLIANCE REPORT
- ZONING ADMINISTRATOR ACTIONS
- OTHER PENDING PROJECTS' STATUS

12. COMMISSIONER COMMENTS / COMMITTEE REPORTS

13. FUTURE AGENDA ITEMS

- #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

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 MAY 1, 2014 BY 5:00 PM. 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