

# SPECIAL MEETING AGENDA



A Tradition of Stewardship  
A Commitment to Service

## NAPA COUNTY PLANNING COMMISSION

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

**Wednesday July 11, 2018**  
**9:00 AM**

### COMMISSION MEMBERS

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<i>COMMISSIONER</i> <i>Joelle Gallagher</i> <i>District # 1</i>	<i>COMMISSIONER</i> <i>Dave Whitmer</i> <i>District # 2</i>	<i>CHAIR</i> <i>Anne Cottrell</i> <i>District # 3</i>	<i>VICE CHAIR</i> <i>Terry Scott</i> <i>District # 4</i>	<i>COMMISSIONER</i> <i>Jeri Hansen</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>

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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, Ste. 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 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:  
June 20, 2018 (All Commissioners Present)

**5. AGENDA REVIEW****6. DISCLOSURES****7. PUBLIC HEARING ITEMS****A. OAK KNOLL RESORT, LLC – OAK KNOLL HOTEL - USE PERMIT APPLICATION NO. P14-00215 – PUBLIC HEARING ON THE DRAFT ENVIRONMENTAL IMPACT REPORT**

**CEQA Status:** Napa County has completed a draft environmental impact report (DEIR) that analyzes the potential environmental impacts of approval of a land use permit request (Use Permit Application No. P14-00215) to demolish existing structures and construct a 50-room hotel with indoor and outdoor guest amenities, a 100-seat restaurant and an approximately 1,280 square foot retail tenant space on a 3.54-acre property located at 5091 Solano Avenue (Oak Knoll Hotel). The DEIR was released for a public and agency review and comment period that began on June 22, 2018. The public comment period is scheduled to conclude at 4:00 p.m. on August 6, 2018. Interested agencies, organizations and members of the public are invited to submit written comments to Planning staff within the comment period. Oral or written comments may also be submitted at this agendized hearing.

**Request:** This is a public hearing to receive comments regarding the DEIR that has been prepared to analyze the direct, indirect and cumulative environmental impacts that could occur as a result of approval of Use Permit Application No. P14-00215. The application consists of a request for a use permit to construct and operate a 50-room resort hotel with guest amenities, restaurant and retail spaces on a 3.54-acre parcel located at 5091 Solano Avenue (Assessor's Parcel No. 035-031-009), in the CL (Commercial Limited) zoning district of unincorporated Napa County.

**Staff Recommendation:** Open the public hearing, accept public comments on the DEIR, and close the public hearing on the DEIR.

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

**Applicant:** Oak Knoll Resort, LLC

**Applicant's Representative:** Brian Russell, phone 707-294-2775 or email [napalandlaw@gmail.com](mailto:napalandlaw@gmail.com)

**B. DAVID AND ELIZABETH CARROLL / CARROLL LIVING TRUST / REZONING AND DEVELOPMENT AGREEMENT P14-00111**

**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:** Proposal to Rezone an approximately 3.96 acre parcel from Residential Single (RS), which does not permit agriculture or agricultural land uses, to Residential Country (RC), which permits agriculture and agricultural land use to bring an existing 2.1 acre vineyard planted in 2016 into conformance with County Code. The project includes adoption of a Development Agreement (DA) establishing operating parameters for the agricultural use including: 1) Trailer hauled import of recycled water from Napa Sanitation District (NSD) for all vineyard-related water demand; 2) Limiting and monitoring groundwater use for existing non-agricultural land uses not to exceed 1.2 acre-feet annually; 3) Agricultural uses limited to vineyards or other crop raising with no visitation, tours, tastings or marketing events; 4) Vineyards farmed by professional vineyard manager; and 5) Noise and lighting limits to reduce potential for annoyance to adjoining residences. The project is located on a 3.96 acre site at 1055 Monticello Road, Napa, approximately 550 ft. east of the intersection of Monticello Road and Silverado Trail, Assessor's Parcel Number: 049-161-009.

**Staff Recommendation:** That the Planning Commission forward a recommendation for approval to the Board of Supervisors

**Staff Contact:** John McDowell, (707) 299-1354 or [john.mcdowell@countyofnapa.org](mailto:john.mcdowell@countyofnapa.org)

**Representative:** Jeff Dodd, Coblenz, Patch, Duffy & Bass, LLP, 700 Main St., Suite 210, Napa, 707-603-2722 or [jdodd@coblenzlaw.com](mailto:jdodd@coblenzlaw.com)

**C. ROBERT DELEUZE AND BRETT DELEUZE / ZD WINES / USE PERMIT MAJOR MODIFICATION NO. P17-00389-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 major modification to an existing winery for an increase in production from 70,000 gallons to 120,000 gallons. No physical changes to the winery are proposed, no changes to visitation or marketing events, and no increase in the number of employees. The project is located on a 5.75± acre parcel on the west side of Silverado Trail, approximately one mile northwest of Skellenger Lane and one mile southeast of Sage Canyon Road, within the Agriculture, Watershed and Open Space General Plan land use designation and within the Agricultural Preserve zoning district; 8383 Silverado Trail, Napa; APN: 030-200-005.

**Staff Recommendation:** Adopt the Negative Declaration and approve the Use Permit Major Modification, as conditioned.

**Staff Contact:** Wyntriss Balcher, Planner II, (707) 299-1351 or [wyntriss.balcher@countyofnapa.org](mailto:wyntriss.balcher@countyofnapa.org)

**Applicant Contact:** David B. Gilbreth, 1152 Hardman Ave, Napa, CA 94558, 707-337-6412;  
[davidgnapa@icloud.com](mailto:davidgnapa@icloud.com)

**8. ADMINISTRATIVE ITEMS- None**

**9. PLANNING MANAGER'S REPORT**

- DISCUSSION OF ITEMS FOR THE **JULY 18, 2018 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. 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

**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 JULY 2, 2018 BY 5PM. 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