

# AGENDA

## NAPA COUNTY PLANNING COMMISSION

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

**Wednesday July 21, 2021**  
**9:00 AM**



A Tradition of Stewardship  
A Commitment to Service

### COMMISSION MEMBERS

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

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: June 23, 2021 (Chair Mazotti was excused).

**5. AGENDA REVIEW**

**6. DISCLOSURES**

**7. PUBLIC HEARING ITEMS**

**A. AARON AND CLAIRE POTT/CHATEAUNEUF DU POTT WINERY / USE PERMIT NO. P19-00408-UP & VARIANCE NO. P19-00409-VAR**

**CEQA Status:** Consideration and possible adoption of Categorical Exemptions Class 3 and 5. 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. [See Section 15303], Class 3 (New Construction or Conversion of Small Structures), which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15303, Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B, under Class 3: New Construction or Conversion of Small Structures, #10 Construction and operation of small wineries" and Section 15305(a), Class 5 (Minor Alterations in Land Use Limitations) which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15305. 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 20,000 gallon winery with the following components: (1) The construction of approximately 4,638 square foot winery building with approximately 3,881 square feet of production space and approximately 757 square feet of accessory space; (2) The construction of a 2,066 square foot covered crush pad and utility yard; (3) Use of an existing pole barn to house pump equipment and a generator; (4) Installation of seven parking spaces; (5) The construction of a wastewater disposal system, 1,000 gallon pre-treatment tank and 20,000 gallon post-treatment tank (below grade); (6) Installation of a fire protection water tank and domestic water tank; (7) Construction of a new driveway connection from Mount Veeder Road consistent with the Napa County Road and Street Standards; (8) Incorporation of the avoidance measures identified in the Biological Resources Assessment prepared for the project by Analytical Environmental Services on September 5, 2017, into the project design including a 65-foot stream setback, submittal of special-status bird species and other migratory passerines (perching birds) pre-construction surveys to Planning Division staff prior to issuance of the grading permit if vegetation clearing or other land disturbance is proposed during the bird breeding season (February 15 through September 30), and installation of silt fencing along the northern project development area during project construction to prevent potential project-related sediment latent runoff from entering Pickle Creek during rain events; (9) On-premises consumption of wines produced on site within the 2,066 square foot concrete covered crush pad area and 668 square foot outdoor patio in accordance with Business and Professions Code Sections 23358, 23390 and 23396.5; (10) Three (3) full time employees and three (3) part-time employees; (11) Hours of operation: Production, 6:00 am to 6:00 pm; Hospitality, 10:00 am to 4:00 pm; (12) By appointment visitation is requested to be a maximum of 10 visitors per day; maximum 70 visitors per week; and (13) a marketing program with up to three (3) events per year for a maximum 30 guests. A variance is also requested to permit the construction of the winery building approximately 66-feet from the centerline of Mount Veeder Road within the required 300-foot winery setback. The project is located on an approximately 40 acre parcel within the Agricultural Watershed (AW) zoning district at 2072 Mount Veeder Road, Napa; APN: 034-100-046. It has a General Plan land use designation of Agriculture, Watershed and Open Space (AWOS).

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

**Staff Contact:** Jason R. Hade, Principal Planner, (707) 259-8757 or [jason.hade@countyofnapa.org](mailto:jason.hade@countyofnapa.org)

**Applicant Contact:** George Monteverdi, Ph.D, Monteverdi Consulting, P.O. Box 6079, Napa, CA 94581, (707) 761-2516 or [george@monteverdiconsulting.com](mailto:george@monteverdiconsulting.com)

## 8. ADMINISTRATIVE ITEMS - None.

**9. DEPUTY DIRECTOR'S REPORT**

- DISCUSSION OF ITEMS FOR THE **AUGUST 18, 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 7/14/2021 BY 3:30 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