

# AGENDA

## NAPA COUNTY PLANNING COMMISSION

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

**Wednesday August 1, 2018**  
**9:00 AM**



A Tradition of Stewardship  
A Commitment to Service

### 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 meetings held on: July 11, 2018 and July 18, 2018 (All Commissioners Present)

**5. AGENDA REVIEW****6. DISCLOSURES****7. PUBLIC HEARING ITEMS****A. CAROLYN MARTINI AND BARRY COX - CASTLEVALE WINERY - USE PERMIT #P09-00529-UP**

**CEQA Status:** Consideration and possible adoption of a Negative Declaration. The project, as proposed and conditioned, is not anticipated to create any significant impacts on the environment. The project is not on any of the lists of hazardous waste sites enumerated under Government Code Section 65962.5.

**Request:** Approval of a Use Permit (P09-00529) to establish a new 30,000 gallon per year winery with the following components: 1) The construction of a 21,795 square foot winery building, which includes 2,761 square feet of accessory use and 19,065 square feet of production area, and the construction of a 2,965 square foot cave; 2) Tours and tastings by appointment only for a maximum of 18 visitors per day with a maximum of 126 visitors per week, Monday through Sunday; 3) A marketing plan that allows 12 food and wine pairing events with a maximum of 30 guests; three (3) wine club open house events with a maximum of 75 guests, two (2) wine auction events with a maximum of 125 guests; 4) Hours of operation: 10 a.m. – 4 p.m. for visitation; 6 a.m. – 6 p.m. for production, seven days a week ; 5) Four (4) full-time employees and two (2) part-time employees; 6) On-premise consumption of the wines produced on-site, consistent with Business and Professions Code §§23356, 23390, and 23396.5 within the tasting room and outdoor hospitality areas; 7) Construction of eight (8) parking spaces (seven (7) standard spaces and one (1) ADA space). Event overflow parking will take place in the vineyard avenues; 8) Installation of a wastewater system; 9) Installation of three (3) water storage tanks 100,000 gallons, 50,000 gallons, and 10,000 gallons in size; 10) Improvements to the existing driveway, and Replacement of the existing bridge. The 55.35 acre project site is located on the north side of Chiles Pope Valley Road approximately 3/4 of a mile north of its intersection with Lower Chiles Valley Road. The parcel is zoned AW (Agricultural Watershed) District; 3450 Chiles Pope Valley Road; APN 025-230-016 and APN 025-230-014.

**Staff Recommendation:** Adopt the Negative Declaration and approve the request for a Use Permit as conditioned.

**Staff Contact:** Graham Hannaford, Planner II, (707) 299-1361 or [graham.hannaford@countyofnapa.org](mailto:graham.hannaford@countyofnapa.org) or Charlene Gallina, Supervising Planner, (707) 299-1355 or [charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org)

**Applicant:** Carolyn Martini and Barry Cox; phone (707) 965-2710 or email [camcox@mac.com](mailto:camcox@mac.com).

**Applicant Representative:** Donna Oldford; phone (707) 963-5832 or email [dboldford@aol.com](mailto:dboldford@aol.com).

**B. KOKO NOR CORPORATION - MAXVILLE LAKE WINERY - USE PERMIT MAJOR MODIFICATION NO. P17-00225 AND USE PERMIT EXCEPTION TO CONSERVATION REGULATIONS P18-00189**

**CEQA Status:** Consideration and possible adoption of a Mitigated Negative Declaration. According to the proposed Mitigated Negative Declaration, the proposed project would not have any potentially significant environmental impacts after implementation of mitigation measures. Mitigation measures are proposed for the areas of biological resources, transportation/traffic, and tribal cultural resources. 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 Major Modification to an existing 59,000 gallon per year winery to allow the following: (1) Convert approximately 2,069 square feet of the existing wine storage caves from a type I to a type III cave for hospitality use and convert approximately 3,056 square feet of existing winery building floor space to hospitality use; (2) Install a commercial kitchen and convert the existing mezzanine area to employee offices within the existing 23,662 square foot winery building; (3) Increase annual permitted maximum production from 59,000 gallons to 240,000 gallons; (4) Upgrade the existing wastewater system and associated infrastructure consistent with County Code; convert the existing storage ponds to a wastewater treatment pond; and install on-site drainage systems and fire suppression systems; (5) On-premises consumption of wines produced on site in the tasting areas and outdoor patio in accordance with Business and Professions Code Sections 23358, 23390 and 23396.5; (6) Increase employees from 10 full-time employees to 15 full-time employees and nine (9) part-time employees; (7) Increase parking spaces from 30 spaces to 50 spaces; (8) Change the winery's tasting room hours of operation from 10:00 AM to 4:00 PM to 10:00 AM to 6:00 PM (Seven days a week) and non-harvest production hours of operation from 8:00 AM to 5:00 PM to 7:30 AM to 6:00 PM (Seven days a week); and (9) Construct a new access driveway to Chiles Pope Valley Road. An increase in the maximum number of guests for daily tours and tasting and the modification of an existing marketing program is also requested. A Use Permit Exception to the Conservation Regulations (P18-00189) is also requested to allow construction of the proposed new access driveway to Chiles Pope Valley Road to encroach into the required 55-foot stream setback by approximately 45 feet for Maxwell Creek and associated wetland for approximately 120 lineal feet. The project is located on an approximately 247.5 acre site within the AW (Agricultural Watershed) zoning district at 4105 Chiles Pope Valley Road, St. Helena, CA; APN: 025-020-023.

**Staff Recommendation:** Adopt the Mitigated Negative Declaration and approve the Use Permit Exception to the Conservation Regulations and Use Permit Major Modification, as conditioned.

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

**Applicant Contact:** Jeffrey Redding, AICP, Land Use Planning Services, 2423 Renfrew Street, Napa, CA 94558, (707) 255-7375 or [jreddingacip@comcast.net](mailto:jreddingacip@comcast.net)

**8. ADMINISTRATIVE ITEMS -None**

**9. PLANNING MANAGER'S REPORT**

- DISCUSSION OF ITEMS FOR THE **AUGUST 15, 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 24, 2018 BY 5:30PM. 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