

AGENDA

NAPA COUNTY PLANNING COMMISSION

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



A Tradition of Stewardship
A Commitment to Service

Wednesday August 18, 2021

9:00 AM

COMMISSION MEMBERS

<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	

HOW TO WATCH OR LISTEN TO THE NAPA COUNTY PLANNING COMMISSION MEETING:

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](#).

IN-PERSON ATTENDANCE AT THE PLANNING COMMISSION MEETINGS ARE LIMITED **IN-PERSON ATTENDEES MUST WEAR A FACE MASK COVERING THE NOSE AND MOUTH INSIDE THE BOARD CHAMBERS AT ALL TIMES.**

PLEASE SEE INSTRUCTIONS BELOW FOR VIRTUAL / TELEPHONIC ATTENDANCE.

The Napa County Planning Commission realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered below:

- | 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.
- | Via Granicus by 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. 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-08-21. If you have any questions, contact us via telephone at (707)-253-4417 or send an email to 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

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: June 23, 2021 & July 21, 2021 (Commissioner Mazotti excused June 23rd, Commissioners Gallagher and Cottrell excused July 21st)

5. AGENDA REVIEW**6. DISCLOSURES****7. PUBLIC HEARING ITEMS****A. BURHENNE RESIDENCE / USE PERMIT NO. P19-00203-UP**

CEQA Status: Consideration and possible adoption of Categorical Exemptions pursuant to California Environmental Quality Act Guidelines at 14 CCR §15301 (Class 1, Existing Facilities), CCR §15302 (Class 2, Replacement or Reconstruction), CCR §15304 (Class 4, Minor Alterations to Land), CCR §15308, (Class 8, Actions by Regulatory Agencies for Protection of the Environment), and CCR §15333 (Class 33, Small Habitat Restoration Project). This project has also been determined to be exempt pursuant to CCR §15061 in that the recognition, retention, and maintenance of existing site improvements has no possibility of causing a significant effect. The project is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5.

Request: A. Components Necessary to Remedy Existing Violations: Approval of a request for an exception to the Napa County Conservation Regulations (County Code Chapter 18.108), in the form of a Use Permit to maintain the following existing site improvements that encroach into the required stream setbacks: 1) a 10x7-foot accessory structure ("cave") built into the stream bank with concrete stairs and patio on the roof; 2) three (3) storm drain outfalls in the stream bank; 3) gravel parking space, subdrain pipe, retaining wall, fire protection tank, propane tank, dry draft fire hydrant; 4) well appurtenances, two (2) mechanical pads and sheds attached to the western exterior of the house and Barn; and 5) two (2) equipment sheds, backyard patio, pizza oven and firepit with gas line. B. Expansion Beyond Existing Improvements: The Use Permit Exception request also includes the following proposed improvements within the stream setback: 6) development of a gravel fire truck turnout in the Greenfield Road right-of-way; 7) relocation of generator pad; and 8) reconfiguration of stormwater catchment and conveyance and installation of erosion control measures to stabilize the stream bank. The project is located at 1080 Greenfield Road, approximately 1.5 miles from its intersection with Conn Valley Road in St. Helena, within the Agriculture, Watershed and Open Space (AWOS) General Plan designation and Agricultural Watershed (AW) zoning district. APN 025-390-006

Staff Recommendation: Find the project categorically exempt from CEQA and approve a modified version of the Use Permit Exception request.

Staff Contact: Pam Arifian, Planner III; phone (707) 259-5934; email: pamela.arifian@countyofnapa.org

Applicant: Roseann and Mark Burhenne

Representative: Paul N. Bartelt, Bartelt Engineering, 1303 Jefferson Street, 200B, Napa, CA 94559, 707-258-1301

8. ADMINISTRATIVE ITEMS

A. HOUSING ELEMENT ADVISORY COMMITTEE / PLANNING COMMISSION APPOINTMENTS

Request: Nomination of two (2) members of the Planning Commission to serve as the Planning Commission's representatives on the Housing Element Advisory Committee (HEAC) which will act as an advisory group to the Board of Supervisors for the County's Sixth Cycle Housing Element Update (2023-2031).

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

9. DEPUTY DIRECTOR'S REPORT

- DISCUSSION OF ITEMS FOR THE **SEPTEMBER 15, 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 8-10-2021 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