

# AGENDA

## NAPA COUNTY PLANNING COMMISSION

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

**Wednesday August 19, 2020**  
**9:00 AM**



A Tradition of Stewardship  
A Commitment to Service

### COMMISSION MEMBERS

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<i>VICE CHAIR</i> Andrew Mazotti District # 4	<i>COMMISSIONER</i> Anne Cottrell District # 3	<i>CHAIR</i> Dave Whitmer District # 2	<i>COMMISSIONER</i> Joelle Gallagher District # 1	<i>COMMISSIONER</i> Megan Dameron District # 5
<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 2020 calendar <https://www.countyofnapa.org/DocumentCenter/View/15733/2020-PC-MEETING-SCHEDULE>.

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.
- | 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. Via telephone - 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: August 5, 2020 (All Commissioners Present)

**5. AGENDA REVIEW****6. DISCLOSURES****7. PUBLIC HEARING ITEMS****A. ARDY VAN WINDEN ET AL / SAINTSBURY LLC / MAJOR MODIFICATION # P18-00027-MOD**

**CEQA Status:** Consideration and possible adoption of a Negative Declaration. According to the 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:** The application proposes the following operational changes and physical improvements to the existing 160,000 gallon per year winery. Increase maximum daily visitation from 12 visitors per day to 95 visitors per day; replace the existing marketing program with an annual program of six events with 50 guests and two events with 100 guests; increase employees from 10 to 19; clarify winery operations seven days a week; use of the existing outdoor patio for visitation activities; and approval of on-premises consumption in the hospitality building and the outdoor patio. The proposal includes appointment of a winery staff member as Travel Demand Management (TDM) coordinator to facilitate reducing auto commuting trips and promote use of shuttle buses to all marketing events in order to reduce overall vehicle trips to the site and lessen Vehicle Miles Traveled (VMT) associated with the winery. Improvements to the existing onsite sanitary wastewater system and an expansion of the existing subsurface dispersal field and pretreatment system; addition of two 10,000-gallon domestic water storage tanks; convert approximately 500 square feet of existing Production space to Accessory use space for temporary uses for visitation and marketing events; and an increase in parking spaces from 12 to 23. The project is located on an approximately 15.83 acre site within the Agricultural Watershed (AW) zoning district, with a General Plan land use designation of Agricultural Resources (AR). Site address is 1500 Los Carneros Avenue, Napa, CA; APN: 047-212-022.

**Staff Recommendation:** Adopt the proposed Negative Declaration and approve the requested Major Modification as conditioned.

**Staff Contact:** Emily Hedge, Planner III, 707-259-8226 or Emily.Hedge@CountyofNapa.org

**Applicant Contact:** Saintsbury LLC, c/o David Graves, 1500 Los Carneros Road, Napa, CA 94559;

phone 707-252-0592 or email [wavey@saintsbury.com](mailto:wavey@saintsbury.com)

## 8. ADMINISTRATIVE ITEMS

### A. Digital and E-Commerce in the Wine Industry

**Request:** Presentation and discussion on the role of winery e-commerce in the marketing and sales of wine by Paul Mabray, CEO of Emetry.

**Staff Recommendation:** Informational Item. No action necessary.

**Staff Contact:** Brian Bordona 707-259-5935 or [brian.bordona@countyofnapa.org](mailto:brian.bordona@countyofnapa.org).

**(THIS ITEM IS SET TO BE DISCUSSED AT 9:00 A.M.)**

### B. WORKSHOP ON THE WINERY COMPARISON ANALYSIS TABLE

**CEQA Status:** Feasibility and planning studies for possible future actions are Statutorily Exempt under 14 California Code of Regulations 15262 (State CEQA Guidelines) and CEQA is not applicable. These recommendations, in and of themselves, do not have a potential for resulting in a direct, physical change in the environment or a reasonably foreseeable indirect physical change, and therefore are not considered to be a project under 14 California Code of Regulations 15378 (State CEQA Guidelines). Also, it can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable pursuant to the General Rule contained in the Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3).

**Request:** Staff is requesting direction for revising the Winery Comparison Analysis Table to allow for a more informed and detailed discussion of comparing applications for winery visitation and production.

**Staff Recommendation:** Take public comment and provide direction regarding revisions to the Winery Comparison Analysis Table in order for staff to return back to the Commission with further analysis and proposed changes for additional discussion and implementation if warranted.

**Staff Contact:** Charlene Gallina, Supervising Planner; (707) 299-1355;  
[charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org)

## 9. DEPUTY DIRECTOR'S REPORT

- DISCUSSION OF ITEMS FOR THE **SEPTEMBER 2, 2020 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 AUGUST 12, 2020 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