



A Tradition of Stewardship
A Commitment to Service

AGENDA

NAPA COUNTY CONSERVATION, DEVELOPMENT AND PLANNING COMMISSION

Wednesday September 17, 2008
9:00 AM

COMMISSION MEMBERS

<i>COMMISSIONER</i> <i>Heather Phillips</i> <i>District # 1</i>	<i>COMMISSIONER</i> <i>Jim King</i> <i>District # 2</i>	<i>CHAIRPERSON</i> <i>Terry Scott</i> <i>District # 4</i>	<i>VICE-CHAIRPERSON</i> <i>Bob Fiddaman</i> <i>District # 3</i>	<i>COMMISSIONER</i> <i>Rich Jager</i> <i>District # 5</i>
<i>COMMISSION COUNSEL</i> <i>Laura Anderson</i>		<i>SECRETARY-DIRECTOR</i> <i>Hillary Gitelman</i>		<i>COMMISSION CLERK</i> <i>Melissa von Loesch</i>

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, Suite 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. Appeal must be filed within ten (10) working days from the date of the Commission's action.

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 310 in Napa. If you have any question concerning the appeals procedure, please call (707) 253 4580 and request assistance.

DISCLOSURE – CONFLICT OF INTEREST:

State law requires agency officers (Commissioners, Directors, Board members) to disclose, and then be disqualified from participation in, any proceeding involving a license, permit, or other entitlement for use, if the officer has received from any participant in the proceeding an amount exceeding \$250 within the prior 12 month period. State law also requires any participant in a proceeding to disclose on the record any such contributions to an agency officer.

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, on and after 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.co.napa.ca.us

1. CALL TO ORDER / ROLL CALL**2. PLEDGE OF ALLEGIANCE****3. CITIZEN COMMENTS AND RECOMMENDATIONS (10 Minutes)**

The Commission invites Citizen comments and recommendations concerning current problems and future prospects of a planning nature which are within the jurisdiction of the Conservation, Development & 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

Clerk of the Commission request approval of minutes for the meetings held on:
July 16, 2008 (Commissioner Fiddaman excused)
August 5, 2008 (All Commissioners present)
August 6, 2008 (All Commissioners present)
August 20, 2008 (All Commissioners present)

5. DIRECTOR'S REPORT

- | BOARD OF SUPERVISORS ACTIONS
- | OTHER DEPARTMENT ACTIVITIES

6. AGENDA REVIEW**7. DISCLOSURES****8. PUBLIC HEARING ITEMS TO BE DECIDED WITHOUT ADDITIONAL TESTIMONY- None****9. PUBLIC HEARING ITEMS****A. SIGN ORDINANCE UPDATE**

PROPOSED ORDINANCE #P08-00501 - AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NAPA, STATE OF CALIFORNIA, AMENDING CHAPTER 18.116 AND SECTIONS 18.120.010 AND 18.126.060 OF THE NAPA COUNTY CODE AS THEY RELATE TO REGULATION OF SIGNS

CEQA Status: The project is Categorically Exempt pursuant to Section 15305 of the California Environmental Quality Act (Class 5 – minor alterations to land use limitations) and is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA guidelines General Rule 15061(b)(3)

Request: Minor amendment to signage-related regulations to: 1) Allow signage to identify viticultural areas; 2) clarify the type and duration of temporary signs exempt from permitting; 3) expansion of the definition of agricultural association signs to allow identification of Napa County Land Trust properties; 4) transfer of regulations for temporary off site seasonal agricultural signs from the County Policy Manual to the sign ordinance and 5) other minor technical clarifications and consolidations.

Staff Recommendation: That the Planning Commission recommend to the Board of Supervisors approval of the ordinance.

Staff Contact: Hillary Gitelman 253-4805

10. ADMINISTRATIVE ITEMS

A. VACATION RENTAL & DWELLING UNIT DEFINITION ORDINANCE STUDY SESSION

Discussion and possible direction to staff prior to development of an ordinance or ordinances implementing Action Item AG/LU-33.1 in the Napa County General Plan calling for a guideline or ordinance clarifying the difference between single family dwelling units and short term commercial guest accommodations, specifying uses and ownership or rental arrangements associated with each, and analyzing extremely large residences to determine if they should require environmental review.

Staff Recommendation: Planning and County Counsel staff are seeking direction on the scope of the ordinance prior to preparing a draft for consideration and adoption.

Staff Contact: Hillary Gitelman 253-4805

B. CUMULATIVE IMPACT DISCUSSION Presentation and discussion regarding cumulative impacts of winery projects and how they are addressed in staff reports & environmental documents.

Request: Discussion item only; no action is requested.

Staff Recommendation: Planning Commissioners have raised several questions about the cumulative impacts of winery projects, and staff would like to present some information related to winery production and to the way cumulative traffic impacts are considered and addressed in staff reports and environmental documents.

Staff Contact: Hillary Gitelman 253-4805

C. JAYSON WOODBRIDGE / ONE TRUE VINE - WINERY USE PERMIT #P04-0551-UP QUARTERLY COMPLIANCE REPORT

Request: Status report regarding compliance with Use Permit P04-0551-UP located at 565 Crystal Springs Road, St. Helena, CA. APN #021-072-044.

Staff Recommendation: No action necessary.

Staff Contact: John McDowell 299-1354

11. DEPUTY DIRECTOR'S REPORT

- | DISCUSSION OF ITEMS FOR THE OCTOBER 1, 2008 MEETING
- | CODE COMPLIANCE REPORT
- | ZONING ADMINISTRATOR ACTIONS
- | OTHER PENDING PROJECTS' STATUS

12. COMMISSIONER COMMENTS / COMMITTEE REPORTS

13. FUTURE AGENDA ITEMS

- | #00338-UP, 1 year after opening - Caldwell Winery
- | #02082-UP, December 2008 - Del Dotto Winery
- | #03457-UP, 1 year after opening - Kendall Jackson (formerly Pecota) Winery
- | #P06-0102-MOD, 2 years after opening - Frank Family Winery

14. ADJOURNMENT