

**NAPA COUNTY**  
**CONSERVATION, DEVELOPMENT AND PLANNING COMMISSION**

**MINUTES**  
**JULY 20, 2011**

**1. CALL TO ORDER/ROLL CALL**

Meeting was called to order by Chair Matt Pope.  
Commissioners Scott, Fiddaman, Basayne, Pope and Phillips present.

**2. PLEDGE OF ALLEGIANCE**

Steve Lederer led the salute to the flag.

**3. CITIZEN COMMENTS AND RECOMMENDATIONS**

None.

**4. APPROVAL OF MINUTES**

None

**5. DIRECTOR'S REPORT**

Hillary Gitelman gave the report

- BOARD OF SUPERVISORS ACTIONS
- OTHER DEPARTMENT ACTIVITIES
  - ▶ NCTPA and Housing workshops were held at the Napa Library and in St. Helena.
  - ▶ Customer Service Survey Stakeholder out reach

**6. AGENDA REVIEW**

Hillary Gitelman gave the review.

**7. DISCLOSURES**

Commissioners reported.

**8. PUBLIC HEARING ITEMS TO BE DECIDED WITHOUT ADDITIONAL TESTIMONY**

**A. 2010 WINERY PRODUCTION AUDIT**

Presentation, discussion and possible action regarding the outcome of a confidential review of wine production capacity and visitation at wineries selected randomly by the Planning Commission in 2010, followed by selection of 2011 audit participants.

Staff Recommendation: Review and comment on the results of the 2010 winery production monitoring program and select 2011 participants.

Commission received the audit results of 2010 and directed staff to work with wineries to achieve compliance if either their wine production or visitation exceed amounts specified in their use permit. Commissioners selected new wineries for the 2011 review.

**9. PUBLIC HEARING ITEMS – None**

## 10. AMINISTRATIVE ITEMS

### A. AIRPORT INDUSTRIAL AREA SPECIFIC PLAN STUDY SESSSION

**Request:** Presentation and summary regarding development activities in the Airport Industrial Area and recent applications to amend the Specific Plan.

**Recommendation:** Information item, no action required.

**Sean Trippi gave the presentation. No action taken.**

## 11. DEPUTY DIRECTOR'S REPORT

**John McDowell gave the report.**

- DISCUSSION OF ITEMS FOR THE **August 3, 2011 PC MEETING**
  - ▶ **Swanson Winery**
  - ▶ **Pavitt Winery 1 year review**
  - ▶ **MJA Vineyard 1 year review**
- CODE COMPLIANCE REPORT
  - ▶ **Wild Horse Valley Ranch – Horse riding lessons reopened**
  - ▶ **Old hunting lodge on Redwood road- grading and land clearing violations**
- ZONING ADMINISTRATOR ACTIONS

## 12. COMMISSIONER COMMENTS / COMMITTEE REPORT

**None.**

## 13. FUTURE AGENDA ITEMS

- #03457-UP, 1 year after opening - Kendall Jackson (formerly Pecota) Winery
- #P09-00185-UP, 1 year after opening - Ca' Nani Winery
- #P10-000206-UP, 1 year after opening for visitation – Caravan Serai Winery
- #P10-00123-MOD, August 2011 - MJA Vineyards
- #P10-00177-MOD, December 2011 - Kelham Winery

## 14. ADJOURNMENT

**Adjourned to the regular meeting of the Conservation Development and Planning meeting of August 3, 2011.**

  
MATT POPE, Chairperson

ATTEST: HILLARY GITELMAN, Secretary-Director

  
MELISSA GRAY, Clerk

### Key

Vote: MB = Mike Basayne; MP = Matt Pope; BF = Bob Fiddaman; TS = Terry Scott; HP = Heather Phillips;

The maker of the motion and second are reflected respectively in the order of the recorded vote.

Notations under vote: N = No; A = Abstain; X = Excused