



# Meeting Minutes

## Napa County Planning Commission

District 1, Kara Brunzell  
District 2, Dave Whitmer (*Chair*)  
District 3, Heather Phillips (*Vice-Chair*)  
District 4, Andrew Mazotti  
District 5, Megan Dameron

Brian D. Bordona, Director  
Laura Anderson, County Counsel  
Michael Parker, Planning Manager  
Alexandria Quackenbush, Meeting Clerk  
Angie Ramirez Vega, Meeting Clerk

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**Wednesday, July 17, 2024**

**9:00 AM**

**Board of Supervisors Chambers  
1195 Third Street, Third Floor**

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

Present: Commissioner Kara Brunzell, Commissioner Heather Phillips, Commissioner Megan Dameron and Chair Dave Whitmer.

Excused: Commissioner Andrew Mazotti

Staff Present: Michael Parker, Trevor Hawkes, David Morrison, Alexandria Quackenbush, Angie Ramirez Vega.

**2. PLEDGE OF ALLEGIANCE**

Chair Koch led the salute of the flag at the beginning of Special ALUC Meeting

**3. CITIZEN COMMENTS AND RECOMMENDATIONS**

No public comment was heard.

**4. APPROVAL OF MINUTES**

May 15, 2024, minutes were approved as presented.

HP-KB-DW-MD-AM

X

**5. AGENDA REVIEW**

Michael Parker gave the agenda review.

**6. DISCLOSURES**

Commissioners had no disclosures.

**7. PUBLIC HEARING ITEMS – NONE**

**8. ADMINISTRATIVE ITEMS**

**A. Presentation on Draft Code Amendments Relates to Housing**

**REQUEST:** Presentation to review and discuss proposed revisions to bring the Napa County Code into alignment with current State law and the County’s recently approved Housing Element, and to receive direction from the Commission on any additional changes to the draft ordinance.

**STAFF RECOMMENDATION:** Information Item. No action necessary.

**STAFF CONTACT:** David Morrison, Special Projects Director, 916-719-6797 or david.morrison@countyofnapa.org.

**9. DIRECTOR OR DIRECTOR’S DESIGNEE REPORT**

Michael Parker gave updates with discussion.

**DISCUSSION OF ITEMS FOR THE *AUGUST 7, 2024, REGULAR MEETING***

**OTHER DEPARTMENT ACTIVITIES**

- Michael Parker recognized Trevor Hawkes and David Morrison.

**ZONING ADMINISTRATOR ACTIONS**

- The ZA approved the Festival Napa Valley -Arts for All Gala that took place on July 14, 2024.
- The HCD Element project passed.

**OTHER PENDING PROJECT’S STATUS**

- Hillwalker Vineyards Winery-Use Permit, contact Wendy Atkins

**10. COMMISSIONER COMMENTS / COMMITTEE REPORTS**

- Commissioner Brunzell confirms attendance for the August 7, 2024 meeting.

**11. FUTURE AGENDA ITEMS**

Project Explorer is available to the public to view all current permits.

**12. ADJOURNMENT**

Meeting adjourned to August 7, 2024, regular meeting.

*David R. Whitmer*

DAVE WHITMER, Chairperson

ATTEST: Brian D. Bordona, Director

*A. Ramirez Vega*

ANGIE RAMIREZ VEGA, Clerk of the Commission

Key

**Vote:** DW = Dave Whitmer; MD = Megan Dameron;

AM = Andrew Mazotti; HP = Heather Phillips; KB = Kara Brunzell

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