

Napa County

1195 THIRD STREET
SUITE 310
NAPA, CA 94559



Agenda

Wednesday, March 26, 2025

9:00 AM

**Board of Supervisors Chambers, Third Floor
1195 Third Street
Napa CA 94559**

Zoning Administrator

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

How to Watch or Listen to the Napa County Zoning Administrator Meetings

The Napa County Zoning Administrator will continue to meet the 4th Wednesday of each month when a meeting is scheduled.

The Napa County Zoning Administrator realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions for any reason, the Zoning Administrator reserves the right to conduct the meeting without remote access.

Please watch or listen to the Zoning Administrator meeting in one of the following ways:

1. Attend in-person at the location posted on the agenda.
2. Watch on Zoom using the attendee link: <https://countyofnapa.zoom.us/j/81121621728>. Make sure the browser is up-to-date.
3. Listen on Zoom by calling 1-669-900-6833 (Meeting ID: 811-2162-1728).

If you are unable to attend the meeting in person and wish to submit a general public comment or a comment on a specific agenda item, please do the following:

1. Email your comment to meetingclerk@countyofnapa.org. Emails received will not be read aloud but will still become part of the public record and shared with the Zoning Administrator.
2. Use the Zoom attendee link: <https://countyofnapa.zoom.us/j/81121621728>. Make sure the browser is up-to-date. When the Zoning Administrator calls for the item on which you wish to speak, click "raise hand." Please limit your remarks to three minutes.
3. Call the Zoom phone number 1-669-900-6833 and enter the webinar ID: 811-2162-1728. When the Zoning Administrator calls for the item on which you wish to speak, press *9 to raise hand. Please limit your remarks to three minutes.

****Please note that phone numbers in their entirety will be visible online while speakers are speaking****

For more information, please contact us via telephone at (707) 253-4417 or send an email to meetingclerk@countyofnapa.org.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE ZONING ADMINISTRATOR:

ON A MATTER ON THE AGENDA

Please proceed to the podium when the matter is called and, after receiving recognition from the Zoning Administrator, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Administrator but is generally limited to three minutes.

ON A MATTER NOT ON THE AGENDA

Public comment is an opportunity for members of the public to speak on items that are not on the agenda but are within the subject matter jurisdiction of the Zoning Administrator. Public comment is limited to three minutes per speaker, subject to the discretion of the Administrator. Comments should be brief and focused, and speakers should be respectful of one another who may have different opinions. Please remember this meeting is being recorded and broadcasted live via ZOOM. The County will not tolerate profanity, hate speech, abusive language, or threats. Also, while public input is appreciated, the Brown Act prohibits the Zoning Administrator from taking any action on matters raised during public comment that are not on the agenda.

- 1. AGENDA REVIEW**
- 2. PUBLIC HEARING ITEMS**

- A. Live in the Vineyard Goes Country - Louis Martini Winery 2025, Category [25-366](#)
4 Event Application #P25-00018

CEQA Status: Ministerially Exempt from the provisions of the California Environmental Quality Act (CEQA). The project site is not included in the list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

Request: Approval of an application for Temporary Event License P25-00018 filed by Kathy Magner of FF Entertainment, LLC to hold Live in the Vineyard Goes Country - Louis Martini Winery 2025. The event will be held on April 23, 2025, from 11:00am-2:00pm with a maximum of 500 people in attendance. This event will be located at 254 State Highway 29, St. Helena, Assessor's Parcel # 030-020-032-000.

Staff Recommendation: Find that the project is Ministerially Exempt from CEQA and approve the Temporary Event Application.

Staff Contact: Riley Hebb, Planner I, (707) 299-1334 or riley.hebb@countyofnapa.org

Applicant Contact: Kathy Magner, Regional Events Manger, FF Entertainment, LLC, (707)592-0243

Attachments: [Attachment A - Application](#)
[Attachment B - Site Map](#)
[Item 2A- Louis Martini\(added after meeting\).pptx](#)

3. 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 3/18/2025 BY 2:00P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATES IS ON FILE WITH THE SECRETARY OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

ANGIE RAMIREZ VEGA (By e-signature)

Angie Ramirez Vega, Secretary of the Zoning Administrator



Napa County
Board Agenda Letter

1195 THIRD STREET
SUITE 310
NAPA, CA 94559
www.countyofnapa.org
Main: (707) 253-4580

Zoning Administrator

Agenda Date: 3/26/2025

File ID #: 25-366

TO: NAPA COUNTY ZONING ADMINISTRATOR
FROM: Riley Hebb for Brian D. Bordona-Planning, Building, Environmental Services Director
REPORT BY: Riley Hebb, Planner I
SUBJECT: Live in the Vineyard Goes Country- Louis Martini Winery 2025

RECOMMENDATION

Live in the Vineyard Goes Country - Louis Martini Winery 2025, Category 4 Event Application #P25-00018

CEQA Status: Ministerially Exempt from the provisions of the California Environmental Quality Act (CEQA). The project site is not included in the list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

Request: Approval of an application for Temporary Event License P25-00018 filed by Kathy Magner of FF Entertainment, LLC to hold Live in the Vineyard Goes Country - Louis Martini Winery 2025. The event will be held on April 23, 2025, from 11:00am-2:00pm with a maximum of 500 people in attendance. This event will be located at 254 State Highway 29, St. Helena, Assessor's Parcel # 030-020-032-000.

Staff Recommendation: Find that the project is Ministerially Exempt from CEQA and approve the Temporary Event Application.

Staff Contact: Riley Hebb, Planner I, (707) 299-1334 or riley.hebb@countyofnapa.org

Applicant Contact: Kathy Magner, Regional Events Manger, FF Entertainment, LLC, (707)592-0243

EXECUTIVE SUMMARY

That the Zoning Administrator:

1. Find that the project is Ministerially Exempt from the CEQA; and
2. Approve the Temporary Event Category 4 License P25-00018.

Discussion: On January 21, 2025, FF Entertainment, LLC applied for a permit for a Category 4 Temporary event to be held at 254 State Highway 29, St. Helena (Assessor's Parcel # 030-020-032-000) on April 23, 2025, for a maximum of 500 people from 11:00am-2:00pm. This event will be open to the public and limited by the number of tickets sold.

Unlike conditional use permits or other discretionary permits, temporary event permits are ministerial and shall be approved and issued if the minimum standards contained in the "Minimum Standards Table" of the Temporary Events Manual (the Minimum Standards) are met. Since the permit is ministerial, the purpose of the hearing is for the Zoning Administrator to evaluate and consider evidence regarding whether the applicant has demonstrated that the minimum standards have been met or are likely to be met prior to the event. The Zoning Administrator cannot impose standards, conditions, or restrictions on the permit beyond what is provided in the Minimum Standards. As such, public comments should be limited to whether the Minimum Standards have or have not been met or will likely be met before the event permit. Any permits, approvals or authorizations required from other agencies, departments, or divisions must be satisfied prior to the event.

Staff recommends approval of the requested permit subject to compliance with County Code Chapter 5.36 and all applicable Minimum Standards in the Temporary Events Manual prior to the concert event.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: Pursuant to Napa County's Local Procedures for Implementing the California Environmental Quality Act (CEQA) and Sections 15022 and 15268 of the State CEQA Guidelines issuance/approval of a temporary event license shall be conclusively presumed to be ministerially exempt from the requirements of CEQA and thus preparation of an environmental document is not required. The project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

BACKGROUND AND DISCUSSION

Property Owner: E & J GALLO WINERY

Applicant/Representative: FF Entertainment, LLC; Kathy Magner, Regional Events Manager (707)592-0243

General Plan Designation: Agricultural Resource (AR)

Zoning: Agricultural Preserve (AP)

Project Site Area: 17.79 acres

Application Submittal Date: January 25, 2025; Revision Requested: February 5, 2025; Deemed Complete: February 19, 2025

Code Compliance History: There are no new violations on record with this proposed activity.

Discussion: The applicant, FF Entertainment, LLC, requests a license to hold Live in the Vineyard Goes Country - Louis Martini Winery 2025 on April 23, 2025, with the event taking place at 254 State Highway 29, St. Helena (Assessor's Parcel # 030-020-032-000). A maximum of 500 people will be in attendance and the event is open to the public and will be limited by the number of tickets sold. Hours of the event are 11:00am-2:00pm. Per the venue site plans, ADA restrooms will be available for the public as required by the Minimum Standards.

Noise: Since temporary event permits are ministerial, applicants are not required to submit a noise study for County review. Furthermore, County Code Section 5.36.010 exempts temporary events from the County's noise standards, provided such events are conducted pursuant to a license issued pursuant to Chapter 5.36. of the code and then only as specifically required by such chapter or any manual of standards adopted by resolution of the Board of Supervisors for the purpose of implementing such chapter.

Permit/License Process: Since the event will have a maximum of 500 attendees, under County Code Section 5.35.015.G, it is considered a Category 4 event. This will be the first Category 4 event to occur on this parcel this year.

Event Authorization: County Code Sections 5.36.050.B requires a public hearing before the Zoning Administrator prior to issuance of a Category 4 license/permit. This Category 4 event meets the definition of a "temporary event" under County Code section 5.36.010, which means "...any festival, fair, show, house or garden design tour, concert, dance, rally, parade, demonstration of competition of creative athletic form, or any other gathering or assemblage of individuals for the purpose of observing or engaging in expressive activities within the ambit of the First Amendment of the United States Constitution and Sections 2, 3, and 4 of Article 1 of the California Constitution, including, but not limited to music, dance, theater, speech, athletics, or any other visual, audio, or tactile arts, or combination thereof."

Per County Code Section 5.36.050B, within thirty days following receipt of a completed application, a public hearing shall be scheduled before the Zoning Administrator on the Department's recommendation. At least ten days prior to the hearing, notice shall be given to property owners within 1,000 feet, interested persons, and mailed to the property owners and emailed to interested parties. The Notice was published in the Napa Valley Register on March 13, 2025.

The application was deemed complete per the County's application checklist and the required Certificate of Insurance was provided. Other agencies and departments were notified of the application and have determined the application meets or will likely meet the Minimum Standards that are within those agencies and departments' jurisdictional authority.

The applicant (and winery) shall be responsible for supervising all event activities, ensuring compliance with all required conditions and shall accept all risk and liability. Furthermore, the license must be displayed in close proximity to the primary entrance to the event site and be available to public inspections during all phases of the event, including cleanup.

Public Comments: As of the date this report was released, no comments have been received.

SUPPORTING DOCUMENTS

1. Attachment A - Application
2. Attachment B - Site Plan



FILE # _____

NAPA COUNTY
PLANNING, BUILDING, AND ENVIRONMENTAL SERVICES
1195 Third Street, Suite 210, Napa, California, 94559 (707) 253-4417

APPLICATION FOR A TEMPORARY EVENTS LICENSE

A Tradition of Stewardship
A Commitment to Service

To be completed by Applicant
(Please type or print legibly)

Name of Event: Live in the Vineyard Goes Country Subsequent Event: Yes No
Date(s) of Event: April 23, 2025 Previous Temporary Event Date(s): _____
Time(s) of Event: 11:00am to 2:00pm Previous License #: _____
Name of Venue: Louis Martini Winery Assessor's Parcel #(s): _____
Event Site Address: 254 St. Helena Hwy., St. Helena, Ca 94574
Expected Attendance (per day): 500

Applicant's or Organization's Name: FF Entertainment, LLC Contact Person: Kathy Magner
Business/Residence Address: 411 Radam St Austin TX 78745
No. Street City State Zip
Mailing Address: 411 Radam St Austin TX 78745
No. Street City State Zip
Telephone #: 707-592-0243 Fax #: _____ Email Address: kmagner@forefrontnetworks.c
Applicant or authorized representative: Kathy Magner
Name (please print): Kathy Magner
Signature: *Kathy Magner*
Title: Regional Events Manager Date: 1/10/25
Applicant's Legal Nature: Individual Partnership LLC Association
 Corporation Non-Profit, I.D. # _____ Other _____

Name(s) of Property Owner(s) (or authorized representative): Lon Gallagher
Address (es) of Property Owner(s): 254 St. Helena Hwy. St. Helena CA 94574
No. Street City State Zip
Telephone #: 707-320-8104 Fax #: _____ Email Address: lon.gallagher@ejgallo.com
Mailing Address: 254 St. Helena Hwy St. Helena CA 94574
No. Street City State Zip

I hereby give my unconditional consent for all owners or current lessees for the use of my property for the above event and the right of access to the property involved, as are deemed necessary by the Napa County Planning Division for preparation of reports related to this application.

Signature of Property Owner (authorized representative) Lon Gallagher Date: 01/14/2025

TO BE COMPLETED BY PLANNING, BUILDING, AND ENVIRONMENTAL SERVICES

Zoning District: _____ Category of Event: _____ Existing Use Permit(s) #: _____
Fees: \$ _____ Receipt: # _____ Received by: _____ Date: _____

NAME OF EVENT SUPERVISOR:

Kathy Magner

Will the event have any of the following? Displays, Demonstrations, Food tastings, Beverages sold (offered for sale or given away), Known person or celebrity appearance, Sales, book or other signings, Musical or creative arts presentations.

Please give a detailed description of event: Music Industry event showcasing popular artists as well as up and coming artists.

Date(s): 4/23/ Hours: 11am-2

Time of expected Peak Hour: 12:00

Maximum Daily Attendance

Expected: 500

Expected Attendance

at Peak Hour: 500

Supportive Retail Sales:

Yes Type: _____

No

Outdoor Amplified Music Proposed?

Yes No

Will the event utilize caves at any time during the event?

Yes No

Are there any pending Building Permits?

Yes No If Yes, # _____

Will Tents, Canopies, Pavilions or Food Booths be used at this Event? Yes No

If Yes, contact Napa County Fire Marshal 30 days prior to event for License Requirements.

Existing Use Permit Number(s) (if applicable): _____

TEMPORARY EVENT SUPPLEMENTAL INFORMATION

1. Location and number of vehicle parking spaces, method of traffic control.

- a) Location(s): [X] On Site [] off Site
b) Number of Vehicle Parking Spaces: Paved 63 Unpaved 80
c) Method of Traffic Control: [] Valet Parking [X] Staff Volunteers
d) Parking Attendants for traffic control: []1 []2 []3 []4 [] Specify #
e) A plot plan and verbal description of how off-site parking will be arranged (if applicable):
Guests will be brought in on busses - parking manage by Gilmore Valet
f) A letter of permission from Property Owner to use the property where the off-site parking will be located has been submitted: [] Yes [] No [X] N/A

2. If the event is held at a winery or other business, will the site open to the public during the event?
Yes [] No [X]

3. Number of attendees will be controlled by use of: [X] Number of tickets being sold [] Other Talley
If other, please explain:

4. Drinking Water Supply and Facilities:

- [X] Drinking water provided by: Forefront Networks - Bottled Water
[] Approved on-site system:
[] Public Water System (name):
[] Bottled Water:

5. Will food be served at the event? [X] Yes [] No If YES, complete the following questions:

- a) Will food vendor donate 100% of net proceeds generated from food sales to a legal non-profit?
[] Yes [X] No, if yes, non-profit ID#
b) Is event a maximum of one day? [X] Yes [] No

If you answered YES to a) AND b) above, a permit for the temporary food facility IS NOT required from Environmental Health. Facility must operate consistent with guidelines.

If you answered NO, or any portion of the profit will be kept by the vendor OR the event is more than one day, an application for the temporary food facility must be approved and a permit issued by Environmental Health. Contact Environmental Health at (707) 253-4471 or visit www.countyofnapa.org/DEM for an application.

Contact information for person at event with food safety certificate or safe food handling knowledge:

Name: Tre Posti Phone:
Date of Food Safety Certificate, if applicable: 19578488 - Anthony Cognetti

Food Preparation and Service (check one):

[X] By a permitted caterer, who will prepare, serve and be responsible for safe food preparation and handling throughout the event.

Name of Caterer: Tre Posti Permit ID # of Caterer: 317231
[] On-site permitted kitchen Permit ID # of Kitchen:

Are there additional food vendors [] Yes [X] No If yes, provide us with a list of their names and Permit #s. Temporary food facility permit may be required, contact Environmental Health.

6. Sanitation Facilities:

- a) The number of permanent toilet facilities 12 and/or the number of chemical toilets available in the area of the event for guest use?
- b) Company providing the chemical toilets: _____

7. Provisions for cleanup of trash and recyclables, the premises and removal of recyclables and non-recyclables:

- a) Number of receptacles to be provided for trash 15
- b) Describe location where these receptacles will be placed Located throughtout the event
- c) Number of clearly labeled receptacles to be provided for recyclables 8
(Recycling receptacles should always be placed next to a trash receptacle and near beverage areas.)

8. Medical Facilities and Services:

- First Aid kit available Yes No
- Staff trained in First Aid available Yes No
- Capabilities of contacting 911 in an emergency Yes No

9. Fire Protection Facilities and Procedures:

- Fire Extinguishers available Yes No
- Staff trained in Fire Procedures Yes No

10. Building Safety:

Will any part of the event take place in a building(s) that are under construction and/or within a cave(s)?
Yes No
If yes, please include a floor plan showing the areas of the building(s) and/or cave(s) where event will take place.

11. Security Protection Company hired: Yes No
If yes, name of company: Patronus Security

12. Dust Control: Yes No

13. Premises Illuminated: Yes No

14. Will Event take place over night: Yes No
a) Arrangements for illuminating the premises have been made: Yes No
b) If yes, explain: _____
c) What arrangements for camping or similar facilities are being made: _____

15. Insurance attached and approved by Risk Management: Yes No
(NOTE: Insurance subject to final review by Risk Manager and could result in delay, or cancelation of event).

16. Defense and Indemnification Statement has been read, signed and attached: Yes No

DEFENSE AND INDEMNIFICATION STATEMENT

I HEREBY AFFIRM THAT I HAVE READ THE TEMPORARY EVENTS MANUAL AND STATE THAT THE INFORMATION PROVIDED WITH THE APPLICATION IS CORRECT. I AGREE TO COMPLY WITH ALL CONDITIONS ATTACHED TO THIS LICENSE, COUNTY ORDINANCES AND STATE LAWS RELATED TO CONDUCTING THE ACTIVITIES DESCRIBED IN THE APPLICATION. I AGREE TO DEFEND, INDEMNIFY AND HOLD THE COUNTY OF NAPA AND EACH AND ALL OF ITS OFFICERS, AGENTS AND EMPLOYEES HARMLESS FROM ANY AND ALL CLAIMS, ACTIONS, DAMAGES, COSTS AND EXPENSES, INCLUDING ATTORNEY'S FEES, TO THE EXTENT SUCH ARE CAUSED BY THE NEGLIGENT ACTS OR OMISSIONS BY ME OR AUTHORIZED PARTICIPANTS OR ATTENDEES AT THE TEMPORARY EVENT.

Kathy Magner

1/10/25

SIGNATURE OF APPLICANT (or authorized representative)
(Required)

DATE

Lon Gallagher

01/14/2025

SIGNATURE OF PROPERTY OWNER (or authorized representative)
(Required)

DATE

PLEASE ATTACH YOUR CERTIFICATE OF INSURANCE TO THIS DOCUMENT

FOR OFFICE USE ONLY

DATE SUBMITTED: _____

FILE NUMBER: _____



FILE # _____

NAPA COUNTY
PLANNING, BUILDING, AND ENVIRONMENTAL SERVICES
1195 Third Street, Suite 210, Napa, California, 94559 (707) 253-4417

A Tradition of Stewardship
A Commitment to Service

FEE WAIVER REQUEST FORM

To be completed by Applicant
(Please type or print legibly)

Applicant Name: FF Entertainment, LLC on behalf of The Vintage High School Music Booster

Date of Fee Waiver Application: 1/10/2025

Date(s) of Event: April 23, 2025

Location of Event: Louis Martini Winery - 254 St. Helena Hwy, St. Helena CA 94574

Contact Person: Kathy Magner Phone #: 707-592-0243

Please complete the following questions:

1. Our organization is a qualified non-profit corporation, incorporated pursuant to the Non-Profit Corporation Law.

- Yes Tax ID #: 90-00171157
- No

2. Our organization will advance one or more of the following public policies: (please check at least one box)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Public Education | <input type="checkbox"/> Human Resource Development |
| <input type="checkbox"/> Public Safety | <input type="checkbox"/> Environmental Policy |
| <input type="checkbox"/> Social Welfare | <input type="checkbox"/> Other: Public _____ |
| <input type="checkbox"/> Public Health Care | |

3. Approval of the fee waiver is in the public interest and creates a public benefit because:

Enhancing backing for the music programs at Vintage High School to ensure the ongoing provi
of music education for students.

Example: Approval of the fee waiver is in the public interest and creates a public benefit because this event and the dollars raised will allow our chartered school, which is operating under the Napa Valley Unified School District, to continue offering after school programs, music, art and other core subject support and enrichment programs.

4. A non-profit organization applying for a Fee Waiver shall indicate what percentage _____% or dollar amount \$ 8 00.00 of the proceeds of this event will be donated for the public benefit of the citizens of Napa County.

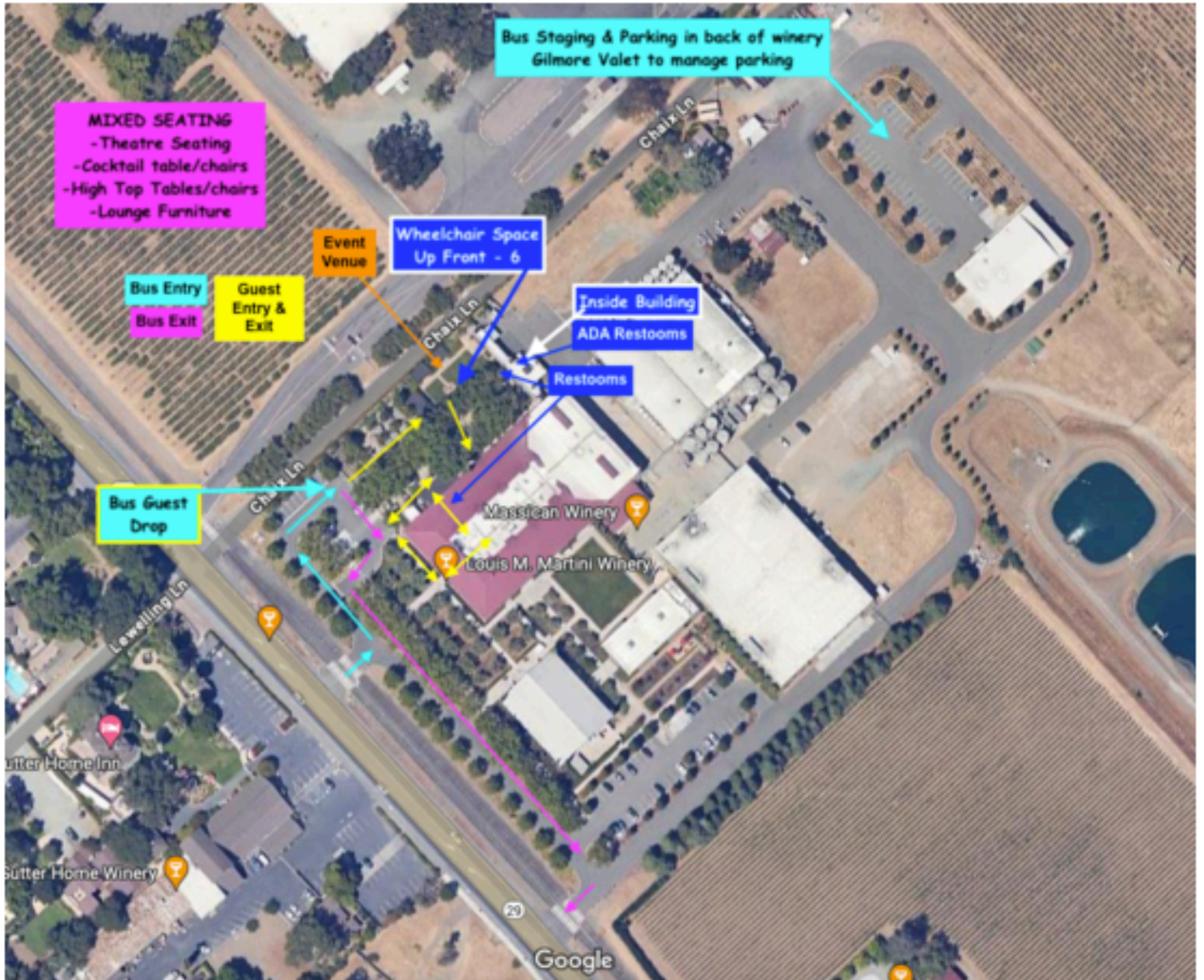
TO BE COMPLETED BY PLANNING, BUILDING, AND ENVIRONMENTAL SERVICES

Fee Waiver Approved By: _____

Date of Fee Waiver Approval: _____

Applicant Notified of Approval on: _____

T.E. Application Submitted on: _____



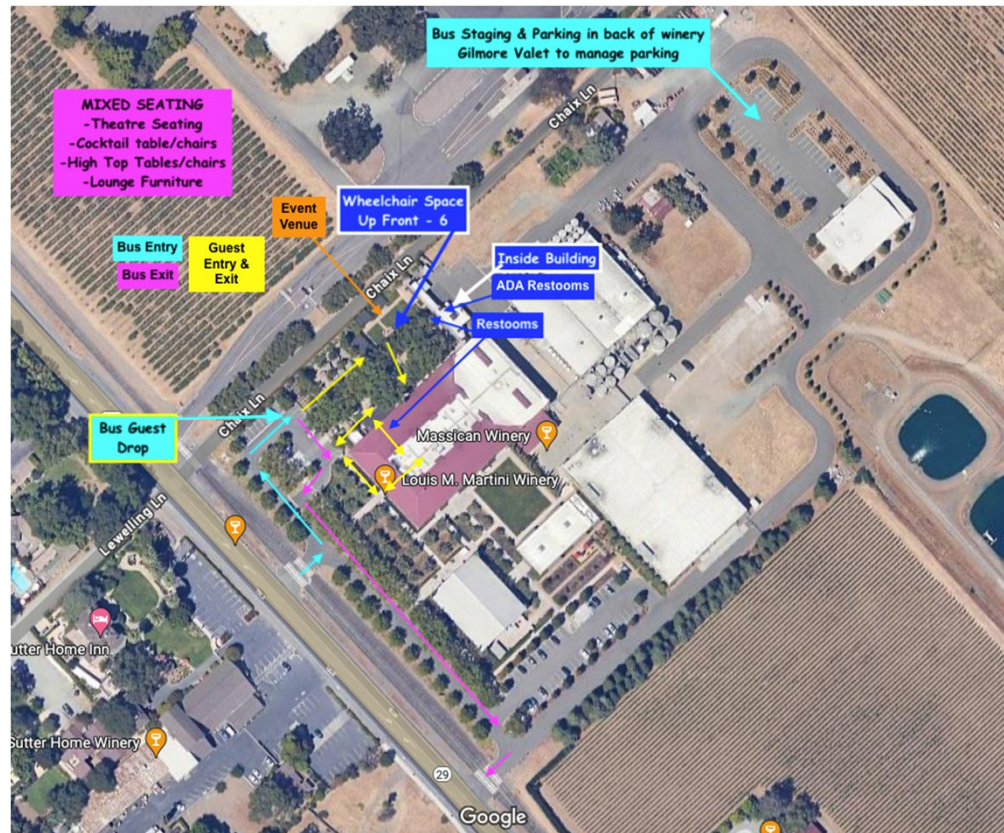
Napa County Zoning Administrator

Live in the Vineyard Goes Country – Louis Martini Winery 2025

P25-00018 – APN# 030-020-032-000



Proposed Site Plan – P25-00018





Staff Recommendation

1. Find the project Ministerially Exempt from CEQA;
2. Approve the Temporary Event Category 4 License (P25-00018)

