

# Napa County

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559



## Agenda

**Wednesday, December 6, 2023**

**9:00 AM**

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

### **Planning Commission**

*Kara Brunzell, District 1  
Dave Whitmer, District 2  
Heather Phillips, District 3  
Andrew Mazotti, District 4  
Megan Dameron, District 5*

*Brian Bordona, Director  
Laura Anderson, County Counsel  
Michael Parker, Planning Manager  
Alexandria Quackenbush, Commission Clerk  
Aime Ramos, Commission Clerk  
Jason Hall, Commission Clerk*

**How to Watch or Listen to the Napa County Planning Commission Meetings**

The Napa County Planning Commission will continue to meet pursuant to the adopted calendar located at the following link:

<https://www.countyofnapa.org/DocumentCenter/View/29597/2023-Planning-Commission-Meeting-Calendar?bidId=>

The Napa County Planning Commission 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 Planning Commission reserves the right to conduct the meeting without remote access.

Please watch or listen to the Planning Commission meeting in one of the following ways:

1. Attend in-person at the Board of Supervisors Chambers, 1195 Third Street, Napa, Third Floor.
2. Watch online at <https://napa.legistar.com/calendar.aspx> (click the "In Progress" link in the "Video" column).
3. Watch on your TV - Napa Valley TV Channel 28.
4. Watch on Zoom using the attendee link: <https://countyofnapa.zoom.us/j/99141906645>. Make sure the browser is up-to-date.
5. Listen on Zoom by calling 1-669-900-6833 (Meeting ID: 99141906645).

**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 [planningcommissionclerk@countyofnapa.org](mailto:planningcommissionclerk@countyofnapa.org). Emails will not be read aloud but will still become part of the public record and shared with the Planning Commission.
2. Use the Zoom attendee link: <https://Countyofnapa.zoom.us/j/99141906645>. Make sure the browser is up-to-date. When the Chair 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. (Meeting ID: 991-4190-6645). When the Chair 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 [planningcommissionclerk@countyofnapa.org](mailto:planningcommissionclerk@countyofnapa.org).

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE COMMISSION:

**ON A MATTER ON THE AGENDA**

Please proceed to the podium when the matter is called and, after receiving recognition from the Chair, 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 Chair or Commission, 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 Commission. Public comment is limited to three minutes per speaker, subject to the discretion of the Chair. 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 broadcast on live television. The County will not tolerate profanity, hate speech, abusive language, or threats. Also, while public input is appreciated, the Brown Act prohibits the Commission from taking any action on matters raised during public comment that are not on the agenda.

- 1. CALL TO ORDER; ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CITIZEN COMMENTS AND RECOMMENDATIONS**
- 4. APPROVAL OF MINUTES**

**The Clerk of the Commission request approval of Minutes for the meeting held on:  
November 15, 2023 (All Commissioners present)**

- 5. AGENDA REVIEW**
- 6. DISCLOSURES**
- 7. PUBLIC HEARING ITEMS**

A. HAYES DRUMWRIGHT / VIDA VALIENTE WINERY / WINERY  
USE PERMIT #P20-00079

[23-1920](#)

CEQA Status: Consideration and possible adoption of a Mitigated Negative Declaration. According to the proposed Mitigated Negative Declaration, the proposed project would not have any potentially significant environmental impacts after implementation of mitigation measures. Mitigation measures are proposed for the following areas: Biological Resources, Cultural Resources, and Transportation. The project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

Request: Approval of a Use Permit to allow a new winery with an annual production capacity of 30,000 gallons per year with the following characteristics: 1) Construction of a new 17,722 sq. ft. winery facility containing 10,762 sq. ft. of production space and 6,960 sq. ft. for accessory uses; 2) Construction of a new 13,675 sq. ft. wine cave containing 11,233 sq. ft. of production space, 1,335 sq. ft. for accessory uses, and 1,107 sq. ft. of water storage; 3) Removal of 0.8 acres of woodland canopy, and the planting/preservation of 2.4 acres of woodland canopy on the project parcel and neighboring parcel under common ownership; 4) Removal of approximately 0.15 acres of vineyard for access improvements; 5) Excavation of approximately 19,400 cubic yards of spoils associated with the cave and construction of structural pads; 6) Onsite parking for 10 vehicles; 7) Up to five (5) full-time employees, two (2) part-time employees and two (2) seasonal employees; 8) On-site domestic and process wastewater treatment systems; 9) Hours of operation seven days a week: production 6:00 a.m. to 6:00 p.m. (non-harvest), visitation 10:00 a.m. to 6:00 p.m. and marketing events 6:00 p.m. to 10:00 p.m. (conclusion of cleanup); 10) Tours and tastings by appointment only for a maximum of 28 visitors per day with a maximum of 120 visitors per week; 11) Establishing a marketing program, which may include catered events, as follows; i) Two (2) Wine and Food Pairings monthly for up to 24 guests; ii) Three (3) Wine Release/Wine Club Events annually for up to 60 guests; iii) Two (2) Large Auction Events annually for up to 125 guests; 12) On-premise consumption of wines produced on- site within outdoor hospitality areas, in accordance with Business and Professions Code Sections 23358, 23390 and 23396.5 (AB 2004); and 13) Driveway expansion to meet commercial standards, landscaping, and other improvements associated with wineries. The project is located on an approximately 16.93-acre & 1.15-acre parcels within the Agricultural Watershed (AW) zoning district with a General Plan land use designation of Agriculture, Watershed, and Open Space (AWOS) at 407 Crystal Springs Road, St. Helena, CA 94574; APNs: 021-410-013-000 &

021-372-001-000.

Staff Recommendation: Adopt the Initial Study/Mitigated Negative Declaration prepared for the project and approve Use Permit Application No. P20-00079-UP, as conditioned.

Staff Contact: Matt Ringel, Planner II, [Matthew.ringel@countyofnapa.org](mailto:Matthew.ringel@countyofnapa.org), (707) 299-1351

Applicant Contact: Hayes Drumwright, 16 Calle Ameno, San Clemente, CA, [Hayesdrumwright@gmail.com](mailto:Hayesdrumwright@gmail.com), (949) 278-1234

Applicant Representative Contact: Donna Oldford, Plans4Wine, [dboldford@aol.com](mailto:dboldford@aol.com), (707) 963-5832

**Attachments:** [A - Recommended Findings](#)  
[B - Recommended Conditions of Approval](#)  
[C - Vida Valiente Initial Study and Mitigated Negative Declaration](#)  
[D - Application and Project Statement](#)  
[E - Biological Resource Assessment](#)  
[F - Habitat Restoration Plan](#)  
[G- Northern Spotted Owl Report](#)  
[H - Noise Assessment](#)  
[I - Tier I-III Water Availability Analysis](#)  
[J - Traffic Impact Report](#)  
[K- Graphics](#)  
[L - Winery Comparison Analysis](#)  
[M - Public Comment](#)  
[Item 7A Additional Public Comment \(added after initial agenda posting\).pdf](#)  
[Item 7A Additional Public Comment \(added after meeting\).pdf](#)

**B. PROPOSED GENERAL PLAN AMENDMENT: 2023 - 2031 HOUSING ELEMENT UPDATE****[23-1982](#)**

CEQA Status: On January 24, 2023, the Napa County Board of Supervisors certified the Final Environmental Impact Report (FEIR) for the Sixth Cycle Housing Element Update. The FEIR was prepared in compliance with the California Environmental Quality Act (CEQA), the State CEQA Guidelines (California Code of Regulations Section 15000 et seq.), and Napa County Local Guidelines Implementing CEQA, as well as relevant case law. The revisions proposed in this hearing would not add or remove sites for multifamily housing from the final adopted Sixth Cycle Housing Element Update's Housing Sites Inventory. Likewise, no revisions are proposed which would alter or modify regulations in regard to density of development, scale of buildings, infrastructure, land uses or location which were not analyzed under the FEIR. For this reason, no subsequent or supplemental EIR is needed for these amendments, in that no substantial evidence exists showing that the changes in the project will involve any new significant environmental effects or a substantial increase in the severity of previously identified environmental effects.

Request: The Sixth Cycle Housing Element Update (HEU) for the 2023-2032 Planning Period was a County-initiated amendment to the Napa County General Plan Housing Element. The General Plan amendment updated the County's Housing Element, including goals, objectives, policies, and implementation programs that addressed the maintenance, preservation, improvement, and development of housing in unincorporated Napa County. In addition, the HEU identified sites appropriate for the development of multifamily housing and actions necessary to prepare the sites for development which would meet the requirements of State law. The HEU was adopted by the Napa County Board of Supervisors on January 24, 2023, and soon thereafter transmitted to the California State Department of Housing and Community Development (HCD) for review and certification. On April 27, 2023, the County received a letter from HCD outlining revisions to the HEU needed for HCD to certify the County's Housing Element.

At this meeting, the Planning Commission will be asked to consider adoption of a resolution recommending that the Board of Supervisors adopt revisions to the 2023-2031 Housing Element responding to HCD's comments.

Staff Recommendation: Hold a public hearing and adopt a resolution recommending revisions to the prior General Plan Amendment updating the County's Housing Element for the Sixth Cycle planning period (2023 -

2031).

Staff Contact: Trevor Hawkes, Supervising Planner, (707) 253-4388 or [trevor.hawkes@countyofnapa.org](mailto:trevor.hawkes@countyofnapa.org).

**Attachments:** [Resolution regarding revisions to the Housing Element Revised Adopted Housing Element \(Redline Version\)](#)  
[Revised Adopted Housing Element \(Clean Version\)](#)  
[April 27, 2023, HCD Housing Element Compliance Letter](#)  
[Revision Matrix](#)  
[Item 7B Change Memo.pdf](#)  
[Item 7B Additional Public Comments \(added after meeting\).pdf](#)

## 8. ADMINISTRATIVE ITEMS

### A. ADOPTION OF THE 2024 PLANNING COMMISSION MEETING CALENDAR [23-1958](#)

Request: Adopt the regular meeting schedule for 2024.

Staff Contact: Michael Parker, Planning Manager,  
[michael.parker@countyofnapa.org](mailto:michael.parker@countyofnapa.org)

**Attachments:** [2024 Calendar](#)  
[Item 8A Change Memo.pdf](#)

### B. ELECTION OF 2024 PLANNING COMMISSION OFFICERS [23-1959](#)

Staff Recommendation: Elect Chairperson and Vice-Chairperson for the 2024 calendar year.

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

### C. COMMITTEE APPOINTMENTS FOR THE CALENDAR YEAR 2024 [23-1962](#)

Request: Annual appointments and reappointments of Commission members to Standing Committees.

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

## 9. DIRECTOR OR DIRECTOR'S DESIGNEE REPORT

- DISCUSSION OF ITEMS FOR THE DECEMBER 20, 2023 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 11/28/2023 BY 5:00 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

ALEXANDRIA QUACKENBUSH(By e-signature)

Alexandria Quackenbush, Clerk of the Commission