



Meeting Minutes

Napa County Planning Commission

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

Brian D. Bordona, Director
Laura Anderson, Commission Counsel
Alexandria Quackenbush, Secretary I
Aime Ramos, Secretary

Wednesday, December 6, 2023

9:00 AM

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

1. CALL TO ORDER / ROLL CALL

Present: Commissioner Kara Brunzell, Commissioner Megan Dameron, Commissioner Heather Phillips (recused during item 7A), Commissioner Andrew Mazotti (left after item 7A), Chair Dave Whitmer.

Excused: None.

2. PLEDGE OF ALLEGIANCE

Chair Whitmer led the salute to the flag.

3. CITIZEN COMMENTS AND RECOMMENDATIONS

(1) Public comment was heard.

4. APPROVAL OF MINUTES

November 15, 2023, minutes were approved as presented.
HP-MD-KB-DW-AM

5. AGENDA REVIEW

Michael Parker gave the review.

6. DISCLOSURES

Commissioners gave disclosures. Commissioner Phillips recused from Item 7A.

7. PUBLIC HEARING ITEMS

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

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, (707) 299-1351

APPLICANT CONTACT: Hayes Drumwright, 16 Calle Ameno, San Clemente, CA, Hayesdrumwright@gmail.com, (949) 278-1234

APPLICANT REPRESENTATIVE CONTACT: Donna Oldford, Plans4Wine, dboldford@aol.com, (707) 963-5832

Commissioners voted to continue the item to a date uncertain.

DW-AM-MD-KB

HP - Recused

B. PROPOSED GENERAL PLAN AMENDMENT: 2023 – 2031 HOUSING ELEMENT UPDATE

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.

Commissioners held a public hearing; and voted to adopt the attached resolution recommending (Attachment A) that the Napa County Board of Supervisors approve revisions to the 2023 – 2031 Housing Element including the changes made in the change memo attachment F.

KB-MD-DW-HP-AM

X

8. ADMINISTRATIVE ITEMS

A. ADOPTION OF THE 2024 PLANNING COMMISSION MEETING CALENDAR

REQUEST: Adopt the regular meeting schedule for 2024.

STAFF CONTACT: Michael Parker, Planning Manager, (707) 299-1407 -

michael.parker@countyofnapa.org

Commissioners voted to adopt the regular Planning Commission meeting schedule for 2024 according to the change memo.

MD-HP-KB-DW-AM

X

B. ELECTION OF 2024 PLANNING COMMISSION OFFICERS

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

Commissioners voted to re-elect Dave Whitmer as Chairperson and elect Heather Phillips as Vice-Chairperson for the 2024 calendar year.

MD-KB-HP-DW-AM

X

C. COMMITTEE APPOINTMENTS FOR THE CALENDAR YEAR 2024

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

Chair Whitmer motioned to continue the item to the December 20, 2023, regular meeting.

9. DIRECTOR OR DIRECTOR'S DESIGNEE REPORT

Director Bordona gave an update with discussion and acknowledged Trevor Hawkes and the work that has gone into the Housing Element Update.

DISCUSSION OF ITEMS FOR THE **DECEMBER 20, 2023, REGULAR MEETING**

- NOVA BUSINESS PARK NORTH / TENTATIVE MAP NO. P22-00093-TM – Sean Trippi

BOARD OF SUPERVISORS ACTIONS

- Code enforcement provided information to the Board regarding their accomplishments and challenges over the last few years.
- The Board had a discussion regarding Inn at the Abbey and was able to provide feedback to the applicant.

OTHER DEPARTMENT ACTIVITIES

CODE COMPLIANCE REPORT

ZONING ADMINISTRATOR ACTIONS

OTHER PENDING PROJECT'S STATUS

10. COMMISSIONER COMMENTS / COMMITTEE REPORTS

➤ None

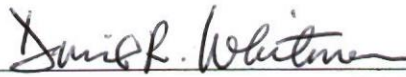
11. FUTURE AGENDA ITEMS

Projects Requiring Commission Follow-Up Review, refer to "PBES Current Projects."

Web Page <https://www.countyofnapa.org/591/Current-Projects>

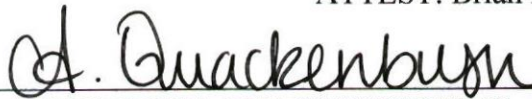
12. ADJOURNMENT

Meeting adjourned to December 20, 2023, regular meeting.



DAVE WHITMER, Chairperson

ATTEST: Brian D. Bordona, Director



ALEXANDRIA QUACKENBUSH, 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