



## Meeting Minutes

### Napa County Planning Commission

District 1, Kara Brunzell (Vice-Chair)  
District 2, Walter Brooks  
District 3, Vacant  
District 4, Pete Richmond  
District 5, Megan Dameron (Chair)

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, May 7, 2025**

**9:00 AM**

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

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

Commissioners Present: Megan Dameron, Kara Brunzell, Pete Richmond, Walter Brooks

Commissioners Absent: N/A

**2. PLEDGE OF ALLEGIANCE**

Pledge was held during the preceding ALUC meeting.

**3. CITIZEN COMMENTS AND RECOMMENDATIONS**

None.

**4. APPROVAL OF MINUTES**

Motion by Member Richmond to approve minutes for the April 16, 2025, regular meeting as presented, seconded by Member Brunzell.

Vote: Carried 4-0-0

Yes: Richmond, Brunzell, Dameron, Brooks

No: None

Absent: None

**5. AGENDA REVIEW**

Trevor Hawkes gave the agenda review.

**6. DISCLOSURES**

Yes: Richmond, Brunzell, Dameron, Brooks

No: None

Absent: None

## 7. PUBLIC HEARING ITEMS

### A. BASIL AND ROBIN ENAN / HARCROSS WINERY / USE PERMIT P23-00105-UP, VIEWSHED P25-00031, AND AGRICULTURAL EROSION CONTROL PLAN P23-00325-ECPA

**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 area: Biological Resources. 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 5,000 gallons per year with the following characteristics:

- 1) Construction of a new 8,496 sq. ft. winery facility containing 6,477 sq. ft. of production space and 2,019 sq. ft. for accessory uses, including a commercial kitchen;
- 2) Removal of 0.5 acres of woodland habitat, and the planting/preservation of 1.5 acres of woodland canopy on the project parcel in conformance with the Viewshed Protection Program and Conservation Regulations;
- 3) Excavation of approximately 5,780 cubic yards of spoils associated with the construction of structural pads;
- 4) Onsite parking for 4 vehicles;
- 5) Up to four (4) full-time employees, one (1) part-time employee;
- 6) On-site domestic and process wastewater treatment systems;
- 7) Hours of operation seven days a week: production 7:00 AM to 6:00 p.m. (non-harvest), visitation 10:00 a.m. to 4:00 p.m. and marketing events 10:00 a.m. to 10:00 p.m. (including cleanup);
- 8) Tours and tastings by appointment only for a maximum of 14 visitors per day with a maximum of 98 visitors per week;
- 9) Establishing a marketing program, which may include catered events, as follows; i) Ten (10) Wine Release/Wine Club Events annually for up to 24 guests; ii) One (1) Large Event annually for up to 50 guests;
- 10) On-premises consumption of wines produced on-site within the outdoor hospitality areas identified on Sheet UP2.2 and UP6.2 of the Site Plans, prepared by Nobili Marques Arquitectura, dated December 18, 2023, in accordance with Business and Professions Code Sections 23358, 23390 and 23396.5 (AB 2004);
- 11) Driveway expansion and construction to meet commercial standards, landscaping, and other improvements associated with wineries;
- 12) Approval of a Viewshed request; and

13) Approval of an Agricultural Erosion Control Plan for the and the installation and maintenance of erosion and runoff control measures for the development and subsequent operation of approximately 3-acres of new vineyard ( $\pm 2.5$  net plated acres) with the following components/characteristics: i) Earthmoving and grading activities that include vegetation and tree removal, soil ripping (maximum depth of 48 inches), grading of approximately 500 cubic yards of cut and fill (balanced on-site) for land contouring, rock removal, disking, and the development or erosion control measures; ii) Temporary erosion control measures that include cover crop, straw wattles, erosion control blankets, and application of straw mulch at a rate of 3,000 lbs. per acre; iii) Permanent erosion and runoff control measures that include cross slope diversion ditches and subsurface drainlines to an existing level spread, outsloped vineyard avenues, water bars and rolling dips, and establishment of a permanent no-till cover crop maintained at a minimum vegetation cover density of 80%: vineyard avenues will also maintain a minimum cover density of 80%; iv) Installation of vineyard trellis and irrigation system, and planting rootstock on a 6-foot by 4-foot spacing pattern for a vine density of 1,815 vines per acre: the vineyard irrigation source would be from the existing onsite well. V) Ongoing operation and maintenance of the vineyard, which includes vine management (pruning, fertilization, and pest and disease control), weed control, cover crop mowing, irrigation and trellis system maintenance, and fruit harvesting. The management regime of the no-till cover crop would consist of mowing and late winter or early springtime strip spraying in an 18-inch-wide strip by contact or systemic herbicides: no pre-emergent spraying would be utilized as part of cover crop management.

The project is located on an approximately 51-acre site within the Agricultural Watershed (AW) zoning district with a General Plan land use designation of Agriculture, Watershed, and Open Space (AWOS) at 6476 Dry Creek Road, Napa, CA 94574; APN: 027-530-006-000.

**STAFF RECOMMENDATION:** Adopt the Initial Study/Mitigated Negative Declaration prepared for the project and approve Use Permit No. P23-00105, Viewshed Protection Program No. P25-00031, and Agricultural Erosion Control Plan P23-00325, as conditioned.

**STAFF CONTACT:** Matt Ringel, Planner III, [Matthew.ringel@countyofnapa.org](mailto:Matthew.ringel@countyofnapa.org), (707) 299-1351

**APPLICANT CONTACT:** Basil & Robin Enan, 1765 Poppy Ave, Menlo Park, CA 94025, [basilenan@gmail.com](mailto:basilenan@gmail.com), (650) 867-0865

**APPLICANT REPRESENTATIVE:** Marta Marques, Nobili Marques Arquitectura, PO Box 10398, Napa, CA 95581, [marta@nobilimarques.com](mailto:marta@nobilimarques.com), (415) 218-6258

Chair Dameron opened public comment, seven comments were received. Chair Dameron closed public comment.

Motion by Member Brooks to adopt the Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program (MMRP) based on recommended Findings 1-7



in Attachment B; 2. Approve the Use Permit request (P23-00105-UP) based on recommended Findings 8-12 in Attachment B, and subject to the recommended Conditions of Approval in Attachment C; 3. Approve the Viewshed Protection Program request (P25-00031-VIEW) based on recommended Findings 13-19 in Attachment B, and subject to the recommended Conditions of Approval in Attachment C; 4. Approve Agricultural Erosion Control Plan request (P23-00325-ECPA) based on recommended Findings 1-9 in Attachment D, and subject to the recommended Conditions of Approval in Attachment D. with conditions of approval as revised as discussed with staff memo revisions, seconded by Member Richmond.

Vote: Carried 4-0-0

Yes: Brooks, Richmond, Dameron, Brunzell

No: None

Absent: None

**B. SAM HEIER, PACIFIC UNION COLLEGE / C-STORE REPLACEMENT AND NEW CARWASH / USE PERMIT MAJOR MODIFICATION NO. P23-00300-MOD**

**CEQA STATUS:** Consideration and possible adoption of a Categorical Exemption pursuant to §15301 (Class 1, Existing Facilities), which exempts a project that consists of additions to existing structures provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before the addition or 2,500 square feet, whichever is less, such as a replacement convenience store; §15302 (Class 2, Replacement or Reconstruction), which exempts a project which replaces a commercial structure with a new structure of substantially the same size, purpose, and capacity, such as a convenience store; §15303 (Class 3, New Construction or Conversion of Small Structures), which exempts a store, motel, office, restaurant or similar structure not involving the use of significant amounts of hazardous substances, and not exceeding 2,500 square feet in floor area, such as a carwash; and, §15311 (Class 11, Accessory Structures), which exempts on-premise signs. The project is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5.

**REQUEST:** Approval of a Use Permit Major Modification to construct a convenience store replacement and a new carwash. Approval of the use permit major modification would allow for the following:

- 1) Demolish the existing 3,196 sq. ft. convenience store/ auto service building that was damaged by fire;
- 2) Construct a new 2,234 sq. ft. convenience store;
- 3) Construct a new 1,164 sq. ft. carwash,
- 4) Install 18 parking spaces (including 8 fueling positions);
- 5) Install two new building signs and modify one existing freestanding sign;
- 6) Proposed convenience store hours of operation from 6 a.m. to 10 p.m. Monday through Thursday, Friday 6 a.m. to 6 p.m., Sunday 6 a.m. to 8 p.m., and closed Saturdays; and,
- 7) Proposed carwash hours of operation 7 a.m. to 9 p.m. Monday through Thursday, Friday 7 a.m. to 6 p.m., and Sunday 7 a.m. to 8 p.m. closed Saturdays.

**STAFF RECOMMENDATION:** Find the project Categorically Exempt from CEQA and approve Major Modification Permit P23-00300-MOD, as conditioned.

**STAFF CONTACT:** Wendy Atkins, Planner II, (707) 259-8757;  
[wendy.atkins@countyofnapa.org](mailto:wendy.atkins@countyofnapa.org)

**APPLICANT CONTACT:** Owner: Sam Heier, Pacific Union College, One Angwin Ave., Angwin, CA 94508; (707) 965-6233 or [sheier@puc.edu](mailto:sheier@puc.edu)

**APPLICANT:** Chris Brown, PM Design Group, Inc. 2455 Bennett Valley Rd., Suite A102, Santa Rosa, CA 95404; (707) 921-1204 or [cbrown@pmcdginc.com](mailto:cbrown@pmcdginc.com)  
Chair Dameron opened public comment, four comments were received. Chair Dameron closed public comment.

Motion by Member Richmond to Find the project to be Categorically Exempt from CEQA, as set forth in recommended Findings 1-3 of Attachment A; and 2. Approve Use Permit P23-00300-MOD based on recommended Findings 4-8 of Attached A, subject to recommended Conditions of Approval included in Attachment B, with revised conditions as discussed, Seconded by Member Brunzell. 2/3 majority vote not reached; motion denied.

Vote: Carried 2-2-0

Yes: Richmond, Brunzell

No: Dameron, Brooks

Absent: None

## **8. ADMINISTRATIVE ITEMS**

### **A. INN AT THE ABBEY DRAFT ENVIRONMENTAL IMPACT REPORT PUBLIC MEETING (P19-00038-MM)**

That the Napa County Planning Commission conduct a public hearing to receive comments from agencies and the public on the Draft Environmental Impact Report (DEIR) prepared for the Inn at the Abbey (the Project).

Trevor Hawkes and Jillian Feyk-Miney, EIR- CEQA Consultant presented the item

Chair Dameron opened public comment, three comments were received. Chair Dameron closed public comment.

## **9. DIRECTOR OR DIRECTOR'S DESIGNEE REPORT**

### **DISCUSSION OF ITEMS FOR THE *JUNE 4, 2025 REGULAR MEETING***

Michael Parker discussed potential items for the June 4, 2025 meeting.

Reminded staff the May 21, 2025 meeting is cancelled.

### **BOARD OF SUPERVISORS ACTIONS**

Michael Parker reported out on BOS actions.

### **OTHER DEPARTMENT ACTIVITIES**

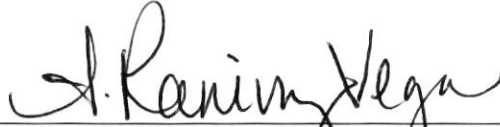
CODE COMPLIANCE REPORT  
ZONING ADMINISTRATOR ACTIONS  
OTHER PENDING PROJECT'S STATUS

**10. COMMISSIONER COMMENTS / COMMITTEE REPORTS**

➤ None

**11. ADJOURNMENT**

Meeting adjourned at 2:09p.m.

A handwritten signature in black ink, reading "A. Ramirez Vega", is written over a horizontal line.

ANGIE RAMIREZ VEGA, Meeting Clerk