



## Meeting Minutes

### Napa County Planning Commission

District 1, Kara Brunzell  
District 2, Walter Brooks  
District 3, Heather Phillips(Vice-Chair)  
District 4, Pete Richmond  
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, March 19, 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: Heather Phillips, Kara Brunzell, Megan Dameron, Pete Richmond, Walter Brooks

Commissioners Absent: N/A

**2. PLEDGE OF ALLEGIANCE**

Led by Charlene Gallina.

**3. CITIZEN COMMENTS AND RECOMMENDATIONS**

None.

**4. APPROVAL OF MINUTES**

Motion by Commissioner Brunzell to approve minutes for the December 18, 2024, regular meeting as presented, seconded by Commissioner Phillips.

Vote: Carried 3-0-2

Yes: Brunzell, Phillips, Dameron

No: None

Abstentions: Richmond, Brooks

**5. AGENDA REVIEW**

Charlene Gallina gave the agenda review.

**6. DISCLOSURES**

Yes: Phillips, Brooks

No: Brunzell, Richmond, Dameron

**7. PUBLIC HEARING ITEMS**

**A. GEORGE HENDRY / HENDRY WINERY / USE PERMIT MAJOR MODIFICATION APPLICATION #P15-00173-MOD**

**CEQA STATUS:** Consideration and possible adoption of a Negative Declaration. According to the proposed Negative Declaration, the proposed project would not have any potentially significant environmental impacts. The project is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5. (State Clearinghouse Number: 2025020413)

**REQUEST:** This application was processed under the County's Code Compliance Program as described in Resolution No. 2018-164 adopted by the Napa County Board of Supervisors on December 4, 2018. The proposal is to grant a modification to Use Permit No. 97506-UP and subsequent modifications, to recognize and approve items that are out of compliance with permitted entitlements and for expansion beyond existing entitlements. Project components include an increase in the number of employees, daily visitation, marketing events, the addition of on-premises consumption of wine produced on-site, parking, and necessary infrastructure improvements and upgrades. Additionally, installation of a new well on the parcel across Redwood Road to be used exclusively to serve the winery property. The Winery Parcel, APN 035-120-031, is located on an approximately 60.7-acre parcel at 3104 Redwood Road, within the AP (Agricultural Preserve) zoning district, with a General Plan designation split between AR (Agricultural Resource) and AWOS (Agriculture, Watershed and Open Space). The Well Parcel, APN 035-120-030, is an approximately 35.26-acre parcel within the AW (Agricultural Watershed) zoning district, with a General Plan designation split between AR (Agricultural Resource) and AWOS (Agriculture, Watershed and Open Space). (CONTINUED FROM DECEMBER 18, 2024).

**STAFF RECOMMENDATION:** Adopt the Negative Declaration and approve Use Permit Modification P15-00173, as conditioned.

**STAFF CONTACT:** Emily Hedge, Planner III, (707) 259-8226 or [emily.hedge@countyofnapa.org](mailto:emily.hedge@countyofnapa.org)

**APPLICANT CONTACT:** Jeff Miller, Hendry Winery, (707) 480-0084 or [hendryjeffmiller@aol.com](mailto:hendryjeffmiller@aol.com)

Chair Dameron opened public comment, receiving none, she closed public comment.

Motion by Commissioner Brunzell to adopt the Negative Declaration and approve Use Permit Modification P15-00173, as conditioned, seconded by Commissioner Richmond.

Vote: Carried 5-0-0

Yes: Brunzell, Richmond, Phillips, Dameron, Brooks

No: None

Absent: None



**B. STAGLIN FAMILY VINEYARDS / STAGLIN FAMILY VINEYARDS /  
MONITORING HEARING FOR P18-00253**

**CEQA STATUS:** The proposed hearing and possible actions are not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**REQUEST:** For the Planning Commission to hold a Monitoring Hearing, pursuant to Condition of Approval No. 4.20(c) of Use Permit Major Modification P18-00253-MOD

**STAFF RECOMMENDATION:** Open the hearing, receive any public testimony, and close the hearing. No further action is recommended by Staff.

**STAFF CONTACT:** Trevor Hawkes, Supervising Planner; phone number (707) 253-4388; email address: [trevor.hawkes@countyofnapa.org](mailto:trevor.hawkes@countyofnapa.org)

**APPLICANT:** Staglin Family Vineyards; 1570 Bella Oaks Lane., Rutherford, CA 94574  
Chair Dameron opened public comment, receiving none, she closed public comment.  
Commissioners asked and Trevor Hawkes responded to questions; no action required.

**8. ADMINISTRATIVE ITEMS**

**A. ELECTION OF 2025 PLANNING COMMISSION OFFICERS**

**STAFF RECOMMENDATION:** Elect Chairperson and Vice-Chairperson for the 2025 calendar year.

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

Motion was made by Michael Parker to move item 8A as first agenda item.

Commissioners voted unanimously to move item.

Motion made by Commissioner Phillips to elect Commissioner Dameron as Chair and Commissioner Brunzell as Vice-Chair, seconded by Commissioner Brooks.

Vote Carried: 5-0-0

Yes: Phillips, Brooks, Richmond, Brunzell, Dameron

No: None

**B. COMMITTEE APPOINTMENTS FOR THE CALENDAR YEAR 2025**

**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)

Commissioners voted confirm existing appointment of Commissioner Dameron to the Wildlife

Conservation Commission; to confirm existing appointment of Commissioner Brunzell to the Airport Advisory Committee and select a new appointment of Commissioner Phillips to the Watershed Information and Conservation Council (WICC); Commissioner Richmond is nominated as new appointment of the WICC committee.

Vote Carried: 5-0-0

Yes: Phillips, Brooks, Richmond, Brunzell, Dameron

No: None

### **C. USE PERMIT PROCESSING PRESENTATION**

**REQUEST:** Presentation and discussion on the Planning Division's Use Permit application process. This item is for educational/informational purposes and is not intended as a forum to initiate changes to processing of applications.

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

**STAFF CONTACT:** Charlene Gallina, Supervising Planner, (707) 299-1355 or

[charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org)

Commissioners asked and Charlene Gallina responded to questions; no action required.

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

DISCUSSION OF ITEMS FOR THE ***APRIL 2, 2025, REGULAR MEETING***

Michael Parker discussed potential item for the April 2, 2025, meeting.

BOARD OF SUPERVISORS ACTIONS

Michael Parker reported out on BOS actions.

OTHER DEPARTMENT ACTIVITIES

None

CODE COMPLIANCE REPORT

None.

ZONING ADMINISTRATOR ACTIONS

Michael Parker reported on project actions.

OTHER PENDING PROJECT'S STATUS

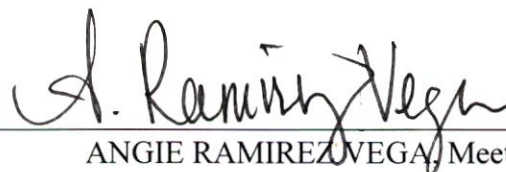
Michael Parker reported on BOS project actions.

### **10. COMMISSIONER COMMENTS / COMMITTEE REPORTS**

- Member Brunzell reported out on the Airport Advisory Committee meeting on 2/25/25.
- Member Phillips requests additional compliant informational presentations alongside the BOS.
- Chair Dameron reported out on the Wildlife Conservation committee.

### **11. ADJOURNMENT**

Meeting adjourned at 12:12pm



ANGIE RAMIREZ VEGA, Meeting Clerk