

Napa County

1195 THIRD STREET
SUITE 310
NAPA, CA 94559



Agenda

Wednesday, September 17, 2025

9:00 AM

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

Planning Commission

District 1, Kara Brunzell (Vice-Chair)

District 2, Walter Brooks

District 3, Molly Moran Williams

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

Aime Ramos, Meeting 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 annually adopted meeting calendar available at the following link:

<https://www.countyofnapa.org/DocumentCenter/View/35930/2025-Planning-Commission-Meeting-Calendar?bidId=>

The Napa County Planning Commission meets as specified in its adopted annual calendar on the first and third Wednesdays of the month at 9:00 A.M. at 1195 Third Street, Suite 310, Napa, California 94559. The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Planning Commission. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Planning Commission's office no less than 72 hours prior to the meeting date by contacting (707) 253-4417 or meetingclerk@countyofnapa.org.

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 Zoom using the attendee link: <https://countyofnapa.zoom.us/j/87621457786>. Make sure the browser is up-to-date.
4. Listen on Zoom by calling 1-669-900-6833 (Meeting ID: 876-2145-7786).
5. Watch on your TV - Napa Valley TV Channel 28.

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 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/87621457786>. 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: 876-2145-7786). 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 meetingclerk@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**

The Commission invites Citizen comments and recommendations concerning current issues and future prospects of a planning nature which are within the jurisdiction of the Planning Commission. Anyone who wishes to speak to the Commission on such a matter, if it is not on the agenda, may do so at this time.

- 4. **APPROVAL OF MINUTES**

The Clerk of the Commission request approval of Minutes for the meeting held on: September 3, 2025 (Commissioner Kara Brunzell was excused)

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

A. STEVEN CONTURSI / ARROW AND BRANCH WINERY / USE PERMIT MAJOR MODIFICATION P23-00057-MOD

[25-1606](#)

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 and Noise 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 Major Modification to include the following: an increase wine production from 30,000 gallons per year to 45,000 gallons per year, increase employment, increase daily tours and tasting by appointment only, increase marketing events, expansion of an existing winery building to create additional production and accessory space, construction of a covered terrace with outdoor tasting, installation of an approximately 81,000 gallon process water storage tank, and reconfigure existing parking.

The project is located on an approximately 10.09-acre site within the Agricultural Preserve (AP) zoning district with a General Plan land use designation of Agricultural Resource (AR) at 5215 Solano Ave, Napa, CA 94558; APN: 034-190-040-000.

Staff Recommendation: Adopt the Initial Study/Mitigated Negative Declaration prepared for the project and approve Use Permit Major Modification No. P23-00057-MOD, as conditioned.

Staff Contact: Matt Ringel, Planner III,
Matthew.ringel@countyofnapa.org, (707) 299-1351

Applicant Contact: Steven Contursi, 1042 North Pacific Coast Hwy,
Laguna Beach, CA 92651

Applicant Representative Contact: Donna Oldford, Plans 4 Wine, 2620
Pinot Way, St. Helena, CA 94558; dboldford@aol.com; (707) 204-5794

- Attachments:** [Attachment A - Initial Study/Mitigated Negative Declaration and MMRP](#)
[Attachment B - Recommended Findings](#)
[Attachment C - Recommended Conditions of Approval](#)
[Attachment D - 45000g Winery Comparison Table](#)
[Attachment E - Application and Project Narratives](#)
[Attachment F - Water Availability Analysis Tier I & III](#)
[Attachment G - Biological Reports](#)
[Attachment H - Environmental Noise Assessment](#)
[Attachment I - Onsite Wastewater Disposal Feasibility Study](#)
[Attachment J - Transient Non-Community Water System Information](#)
[Attachment K - Stormwater Control Plan](#)
[Attachment L - Graphics](#)
[Attachment M - Public Comment](#)
[Item 7A Noise Study Addendum\(added after initial agenda posting\)](#)
[Item 7A - Water Audit Comment Letter\(added after initial agenda posting\).pdf](#)
[Item 7A- Update Memo.pdf](#)
[Item 7A - Public Comment\(added after initial agenda posting\).pdf](#)
[Item 7A - Public Comment \(added after initial agenda posting\)](#)
[Item 7A- Presentation\(added after meeting\).pdf](#)
[Item 7A- Public Comment \(added after meeting\).pdf](#)

8. ADMINISTRATIVE ITEMS

9. DIRECTOR OR DIRECTOR'S DESIGNEE REPORT

- DISCUSSION OF ITEMS FOR THE OCTOBER 1, 2025 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. 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 9/5/25 BY 12 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

ANGIE RAMIREZ VEGA (By e-signature)

Angie Ramirez Vega, Clerk of the Commission