



Meeting Minutes

Napa County 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

Wednesday, September 17, 2025

9:00 AM

Board of Supervisors Chambers
1195 Third Street, Third Floor

1. CALL TO ORDER / ROLL CALL

Commissioners Present: Megan Dameron, Kara Brunzell, Walter Brooks, Molly Moran Williams,
Commissioners Absent: Pete Richmond

2. PLEDGE OF ALLEGIANCE

3. CITIZEN COMMENTS AND RECOMMENDATIONS

One public comment was heard.

4. APPROVAL OF MINUTES

Motion by Commissioner Brooks to approve minutes for the September 3, 2025, regular meeting as presented, seconded by Commissioner Moran Williams

Vote: Carried 4-0-1-1

Yes: Brooks, Moran Williams, Dameron

No: None

Abstain: Brunzell

Absent: Richmond

5. AGENDA REVIEW

Trevor Hawkes gave the agenda review.

6. DISCLOSURES

Yes: Moran Williams, Brunzell, Brooks, Dameron

No: None

Absent: Richmond

7. PUBLIC HEARING ITEMS

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

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

Motion by Commissioner Moran Williams to continue the item to a date uncertain, seconded by Commissioner Brunzell.

Vote: Carried 4-0-1

Yes: Moran Williams, Brunzell, Brooks, Dameron

No: None

Absent: Richmond

8. ADMINISTRATIVE ITEMS – NONE

9. DIRECTOR OR DIRECTOR'S DESIGNEE REPORT

DISCUSSION OF ITEMS FOR THE ***OCTOBER 1ST, 2025 REGULAR MEETING***

NONE

BOARD OF SUPERVISORS ACTIONS - None

OTHER DEPARTMENT ACTIVITIES - None

CODE COMPLIANCE REPORT - None

ZONING ADMINISTRATOR ACTIONS - None

OTHER PENDING PROJECT'S STATUS

Brian Bordona led discussion regarding the proposed Bylaws for the Planning Commission.

10. COMMISSIONER COMMENTS / COMMITTEE REPORTS

Commissioner Brooks and Commissioner Brunzell requested a ALUC workshop

11. ADJOURNMENT

Meeting adjourned at 12:18pm

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

ANGIE RAMIREZ VEGA, Meeting Clerk