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## Application Submittal and Project Description

# NAPA COUNTY

**Planning, Building and Environmental Services**



A Tradition of Stewardship  
A Commitment to Service

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USE PERMIT/MAJOR MODIFICATION APPLICATION  
NON-RESIDENTIAL & RESIDENTIAL USES

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## ***Before you file an application...***

Before you submit your application materials, and generally as early in the process as possible, you may want to schedule a Pre-Application Review Meeting (or Pre-App) with a member of the Planning Department Staff.

### **Pre-Application Meetings**

Pre-application meetings are an opportunity to meet with staff from all Divisions and receive valuable feedback on your project. In particular, staff can identify the type of application and related permits that may be necessary, permit processing steps and timelines, and pertinent information and technical studies that will be required to submit a complete application.

*To schedule a pre-application meeting, please complete the [pre-application meeting form](#) and submit with payment to the Planning Division at 1195 Third Street, Suite 210, Napa, CA 94559.*

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## **Contents**

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|       |   |
|-------|---|
| _____ | General Application Form  |
| _____ | Use Permit/Major Modification Checklist of Required Application Materials |
| _____ | <b>Signed</b> Indemnification Form  |
| _____ | <b>Signed</b> Hourly Fee Agreement  |
| _____ | Voluntary Best Management Practices Checklist for Development Projects    |
| _____ | Adjoining Property Owner List Requirements                                |



A Tradition of Stewardship  
A Commitment to Service

Clear Form

Planning, Building, & Environmental Services  
1195 Third Street, Suite 210  
Napa, CA 94559  
Main: (707) 253-4417  
Fax: (707) 253-4336

## PLANNING APPLICATION FORM

### Applicant Information

#### Applicant Contact

Name: Kerry Smith  
Mailing Address: 4370 Old Sonoma Hwy.  
City: Napa State: CA Zip: 94559  
Phone: 707 812-5006  
E-Mail Address: thewrightcorner@earthlink.net

#### Property Owner Contact

Name: The Wright Corner, Inc.  
Mailing Address: 4370 Old Sonoma Hwy.  
City: Napa State: CA Zip: 94559  
Phone: 707 812 5006  
E-Mail Address: thewrightcorner@earthlink.net

#### Agent Contact

Name: Same as above  
Mailing Address:  
City: State: Zip:  
Phone:  
E-Mail Address:

#### Other Representative Contact

☐ Engineer ☐ Architect ☐ Agent  
Name: None  
Mailing Address:  
City: State: Zip:  
Phone:  
E-Mail Address:

#### Property Information

Project Name: The Wright Corner  
Project Address: 4370, 4372 & 4374 Old Sonoma Hwy.  
Assessor's Parcel Number(s): 047-110-017  
Size of site (acreage and/or square footage): 2.35  
General Plan Designation: AG/LU-45 #60 on land use map Zoning: CL Commercial Limited

#### Application Type<sup>1</sup>

File No(s) P22-00241

| Administrative  | Planning Commission/ALUC/BOS   | Zoning Administrator  |
|---|--|---|
| <b>Erosion Control Plan:</b><br><input type="checkbox"/> Track I <input type="checkbox"/> Track II<br><br><input type="checkbox"/> Admin Viewshed<br><input type="checkbox"/> Fence Entry Structure Permit<br><input type="checkbox"/> Land Division/Mergers<br><input type="checkbox"/> Site Plan Approval/Modification<br><input type="checkbox"/> Winery Administrative Permit<br><input type="checkbox"/> Other Very Minor Modification<br><input type="checkbox"/> Addressing<br><input type="checkbox"/> Signs<br><br><b>Temporary Event:</b><br><input type="checkbox"/> 5i-400 <input type="checkbox"/> 401+<br><input type="checkbox"/> Late Application Submittal<br><input type="checkbox"/> Application Entitled to Fee Waiver<br><input type="checkbox"/> Other: | <b>Major Modification:</b><br><input type="checkbox"/> Winery <input checked="" type="checkbox"/> Other<br><br><b>Use Permit:</b><br><input type="checkbox"/> Winery <input type="checkbox"/> Other<br><br><input type="checkbox"/> Viewshed<br><input type="checkbox"/> AG Preserve Contract<br><input type="checkbox"/> Development Agreement<br><input type="checkbox"/> Airport Land Use Consistency Determination<br><input type="checkbox"/> General, Specific or Airport Land Use Plan Amendment<br><br><input type="checkbox"/> Variance<br><input type="checkbox"/> Zoning Map/Text Amendment<br><input type="checkbox"/> Road Exception<br><input type="checkbox"/> Con. Reg. Exception<br><input type="checkbox"/> Other: | <input type="checkbox"/> Certificate of Legal Non Conformity<br><input type="checkbox"/> Other Minor Modification<br><input type="checkbox"/> Road Exception<br><input type="checkbox"/> Small Winery Exemption<br><input type="checkbox"/> Winery Minor Modification<br><input type="checkbox"/> Variance<br><input type="checkbox"/> Viewshed<br><input type="checkbox"/> Other:<br><br><b>Misc. Services</b><br><br><input type="checkbox"/> Use Determination<br><input type="checkbox"/> Status Determination<br><input type="checkbox"/> Other: |

<sup>1</sup>: Include corresponding submittal requirements for each application type.

**Detailed Project Description (required):** A typed, detailed project description is required that describes the proposed development or use(s); the existing site conditions/uses; the number, size, type and nature of any proposed residential dwelling units or total amount of new non-residential square-footage by type of use. Please refer to specific Supplemental Application submittal handouts for details to describe the project and required special studies.

### Conditions of Application

1. All materials (plans, studies, documents, etc.) and representations submitted in conjunction with this form shall be considered a part of this application and publicly available for review and use, including reproduction.
2. The owner shall inform the Planning Division in writing of any changes.
3. Agent authorization: The property owner authorizes the listed agent(s) and/or other representative(s) to appear before staff, the Director, the Zoning Administrator, and Planning Commission to represent the owner's interests and to file applications, plans and other information on the owner's behalf.
4. Certification and Indemnification Form: Refer to attached form for notifications and required signature.
5. Fees: The applicant agrees to pay the County any and all processing fees imposed by the Board of Supervisor's current Fee Resolution including the establishment of an hourly fee application agreement and initial deposit. Applicant understands that fees include, but not limited to: Planning, Engineering, Public Works, and County Counsel staff time billed at an hourly rate; required Consultant service billed rates; production or reproduction of materials and exhibits; public notice advertisements; and postage. In the event the property owner is different than the applicant, the property owner must sign to indicate consent to the filing and agreement to pay fees in the event of the applicant's failure to pay said fees. Failure to pay all accumulated fees by the time of public hearing will result in a continuance.
6. This form, together with the corresponding application forms for specific permits, will become the Permit Document.

I have read and agree with all of the above. The above information and attached documents are true and correct to the best of my knowledge. All property owners holding a title interest must sign the application form. If there are more than two property owners, list their names, mailing addresses, phone numbers and signatures on a separate sheet of paper.

If you wish notice of meetings/correspondence to be sent to parties other than those listed on Page 1, please list them on a separate piece of paper.

THE Wright Corner, Inc.  
Kerry Smith 6/22/2022  
Property Owner's Signature and Date

\_\_\_\_\_  
Property Owner's Signature and Date

### Applicant/Agent Statement

I am authorized and empowered to act as an agent on behalf of the owner of record on all matters relating to this application. I declare that the foregoing is true and correct and accept that false or inaccurate owner authorization may invalidate or delay action on this application.

Kerry Smith 6/22/2022  
Applicant's Signature and Date

| Application Fees     |                   |
|----------------------|-------------------|
| Date Received: _____ | Deposit Amount \$ |
| Received by: _____   | Flat Fee Due \$   |
| Receipt No. _____    | Total \$          |
| File No. _____       | Check No          |

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## Checklist of Required Application Materials

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*Please make sure that the following documents are complete and legible. Consistent with the State Permit Streamlining Act and Departmental policy, the Planning, Building and Environmental Services (PBES) Department will make an application completeness determination within thirty days of application submittal and the payment of all required initial fees.*

- ☐ **General Application Form:** The attached General Application Form must be completed in full and signed by the property owner or their authorized agent. Corporations, partnership, and the like have special signature requirements as noted on the Form.
- ☒ **Application Fee:**
  - Use Permit/Major Modification (All Uses):** Total Fees are based on actual time and materials and flat fees. A deposit in the amount of \$10,000. Check made payable to County of Napa.
  - Small Winery Exemption (Winery Uses):** Total fees are based on actual time and materials and flat fees. A deposit in the amount of \$5,000. Check made payable to County of Napa.
  - Minor Modification (Winery Uses):** Total fees are based upon flat rates with exception to Engineering Services which are based on actual time and materials over 3 hours for Roads & Street Standards evaluation. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
  - Administrative Permit (Winery Uses):** Total Fees are based on actual time and materials and flat fees. A deposit in the amount of \$1,500. Check made payable to County of Napa.
  - Minor Modification (Non-Residential & Residential Uses):** Total fees are based upon flat rates. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
  - Very Minor Modification (Non-Residential & Residential Uses):** Total fees are based upon flat rates. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
- ☐ **Read and Sign the Hourly Fee Agreement**
- ☐ **Detailed Project Description:** The Project Description should address all of the applicable items listed below:
  1. Existing site conditions and uses.
  2. Proposed type of development and size, proposed uses/business, development phases, changes or alterations to the property or building including new/modified improvements and off-site improvements.
  3. Days of the week and hours of operation.
  4. Maximum number of employees per shift and hours of shifts.
  5. Are there additional licenses and/or approvals from outside agencies needed from a Special District, Regional, State, Federal?
  6. What is your water supply? How/where is liquid/solid waste disposed?
- ☐ **To-Scale Site Development Plans (ALL plans must be to an identified architect's or engineer's scale and shall be legible):**

Submit **three (3) 24" X 36"** and **one 11" x 17"** copies of plans consistent with information contained in the *Building Division – Design Information - Sample Site Plan Handout*: <https://www.countyofnapa.org/1890/Building-Documents> .
- ☐ **To-Scale Floor Plans (ALL plans must be to an identified architect's or engineer's scale, shall show the existing and proposed conditions of the building and shall be legible):**

Submit **three (3) 24" X 36"** and **one 11" x 17"** copies of plans with the following information and details:

  1. Dimensions and area of all rooms, hallways and covered or partially enclosed outdoor areas.
  2. Use of each area within each structure/building.
  3. Location of emergency exists.
- ☐ **To-Scale Building Elevations (ALL plans must be to an identified architect's or engineer's scale, shall show the existing and proposed conditions of the building and shall be legible):**

Submit **three (3) 24" X 36"** and **one 11" x 17"** copies of plans with the following information and details:

  1. All relevant dimensions.
  2. Exterior materials.
  3. Exterior colors.
  4. Existing grade.
  5. Finished grade.
  6. Finished floor level.
  7. Building height consistent with Figure 209-1 of the 1997 UBC Handbook.

☐ **Technical Information and Reports**

The following technical information and studies are generally required unless waived by County Planning Staff at or following a Pre-Application Review Meeting. Please see County Planning Staff for a list of pre-qualified consultants.

1. FOR WINERY PROJECTS: Additional submittal information is necessary and should be included with the submittal packet consistent with the Winery Use Permit Supplemental Submittal Requirements.
2. Traffic Study consistent with Traffic Impact Study Preparation Requirements. Please fill out the enclosed current Trip Generation Sheet for existing and proposed project to determine the need for the preparation of a Traffic Impact Study.
3. Archeological/Cultural Resources Study (consistent with *Guidelines for Preparing Cultural Resource Surveys* and State of California requirements)
4. Historic Resources Study (consistent with State Office of Historic Preservation requirements)
5. Biological Study – Includes Special Status Survey (consistent with *Guidelines for Preparing Biological Resources Reconnaissance Surveys* and *Guidelines for Preparing Special-Status Plant Studies*)
6. Water Availability/Groundwater Study (consistent with the WAA *Guidance Document* adopted by the Board 5/12/2015). Please refer to the following link: <https://www.countyofnapa.org/876/Water-Availability-Analysis>.
7. For projects located within Sensitive Domestic Water Supply Drainages and/or within the Agricultural Watershed (AW) zoning district, please provide vegetation coverage removal and retention information/analysis based on 1993 Vegetation totals and parcel configuration, including a map or figure that includes the following information:

**Tree canopy coverage:**

Tree canopy cover (1993): \_\_\_\_\_ acres  
Tree canopy cover to be removed: \_\_\_\_\_ acres \_\_\_\_\_ %  
Tree canopy cover to be retained: \_\_\_\_\_ acres \_\_\_\_\_ %

**Understory (i.e. brush, shrubs, grasses):**

Understory cover (1993): \_\_\_\_\_ acres  
Understory to be removed: \_\_\_\_\_ acres \_\_\_\_\_ %  
Understory to be retained: \_\_\_\_\_ acres \_\_\_\_\_ %

This information may be provided as part of the Biological Report if one is required for your project. Guidance on how to prepare vegetation removal and retention calculations can be found in the County's Water Quality & Tree Protection Ordinance Implementation Guide, located on our website:

<https://www.countyofnapa.org/DocumentCenter/View/12882/WQTPO-implementation-guide?bidId=>

8. Special Studies (The following may be required on a project-specific basis at the discretion of the PBES Director.)
  - ☐ Noise Study (demonstrating consistency with Napa County Code Chapter 8.16).
  - ☐ Aviation Compatibility Study (consistent with Airport Land Use Compatibility Plan requirements)
  - ☐ Visual Impacts Study (Photographic simulations)
  - ☐ Geological/Geotechnical Hazard Report – Alquist Priolo Act
  - ☐ Hydraulic Analysis (flood impact) if within Floodplain and/or Floodway
  - ☐ Stormwater Control Plan (consistent with Napa County BASMAA Post Construction Manual)
  - ☐ Other: \_\_\_\_\_
  - ☐ Other: \_\_\_\_\_

☐ **Additional Information Required by the Environmental Health Department:**

1. Soil Evaluation Report if an on-site septic system is proposed.
2. Septic Feasibility Report for any new or upgraded septic systems or any expansion of use relying on an existing septic system.
3. Water System Feasibility Report if the water supply system will serve 25 or more people inclusive of employees, visitors, and residents or if kitchen is proposed. See enclosed handout provided by Environmental Services.
4. Water and/or Sewage Disposal Easement if an off-site spring, well, reservoir, storage tank, or individual sewage disposal system is proposed.
5. Completed Business Activities form, enclosed.
6. Solid Waste & Recycling Storage area location and size included on overall site plan. See guidelines at [www.countyofnapa.org/DEM/](http://www.countyofnapa.org/DEM/).
7. Cave setback plan if a cave is proposed. See handout provided by Environmental Services.



Please click on Other Information tab at <https://www.countyofnapa.org/1904/Environmental-Health-Division> for forms and handouts related to use permit application submittal.

☐ **Additional Information Required by the Engineering Services:**

2020 Napa County Road & Street Standards

<https://www.countyofnapa.org/DocumentCenter/View/3787/Napa-County-Road-and-Street-Standards---2020-PDF>

Project Guidance for Stormwater Compliance

<https://www.countyofnapa.org/DocumentCenter/View/3778/Project-Guidance-for-Stormwater-Quality-Compliance-PDF>

BASMAA Post-Construction Stormwater Management Manual

<https://www.countyofnapa.org/DocumentCenter/View/3780/Bay-Area--Stormwater-Management-Agencies-Association-BASMAA-Post-Construction-Manual-PDF>

Napa Countywide Stormwater Pollution Prevention Program (NCSPPP) Erosion and Sediment Control Plan Guidance

<https://www.countyofnapa.org/DocumentCenter/View/3780/Bay-Area--Stormwater-Management-Agencies-Association-BASMAA-Post-Construction-Manual-PDF>

☐ ***Please Note***

While this checklist includes all information generally required to process a Use Permit/Major Modification or other Use Permit related application, it is primarily focused on winery uses. Additional information may be required at the discretion of the Deputy Planning Director, and in particular in those cases where non-winery commercial uses (such as restaurants) or residential use related projects are proposed. **The Planning Division will make every effort to identify any additional required information at or directly following the Pre-application Review Meeting.**

☐ **Plans and Studies provided electronically via file share (coordinated at intake).**



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## Certification and Indemnification

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Applicant certifies that all the information contained in this application, including all information required in the Checklist of Required Application Materials and any supplemental submitted information including, but not limited to, the information sheet, water supply/waste disposal information sheet, site plan, floor plan, building elevations, water supply/waste disposal system site plan and toxic materials list, is complete and accurate to the best of his/her knowledge. Applicant and property owner hereby authorize such investigations including access to County Assessor's Records as are deemed necessary by the County Planning Division for preparation of reports related to this application, *including the right of access to the property involved.*

Pursuant to Chapter 1.30 of the Napa County Code, as part of the application for a discretionary land use project approval for the project identified below, Applicant agrees to defend, indemnify, release and hold harmless Napa County, its agents, officers, attorneys, employees, departments, boards and commissions (hereafter collectively "County") from any claim, action or proceeding (hereafter collectively "proceeding") brought against County, the purpose of which is to attack, set aside, void or annul the discretionary project approval of the County, or an action relating to this project required by any such proceeding to be taken to comply with the California Environmental Quality Act by County, or both. This indemnification shall include, but not be limited to damages awarded against the County, if any, and cost of suit, attorneys' fees, and other liabilities and expenses incurred in connection with such proceeding that relate to this discretionary approval or an action related to this project taken to comply with CEQA whether incurred by the Applicant, the County, and/or the parties initiating or bringing such proceeding. Applicant further agrees to indemnify the County for all of County's costs, attorneys' fees, and damages, which the County incurs in enforcing this indemnification agreement.

Applicant further agrees, as a condition of project approval, to defend, indemnify and hold harmless the County for all costs incurred in additional investigation of or study of, or for supplementing, redrafting, revising, or amending any document (such as an EIR, negative declaration, specific plan, or general plan amendment) if made necessary by said proceeding and if the Applicant desires to pursue securing approvals which are conditioned on the approval of such documents.

In the event any such proceeding is brought, County shall promptly notify the Applicant of the proceeding, and County shall cooperate fully in the defense. If County fails to promptly notify the Applicant of the proceeding, or if County fails to cooperate fully in the defense, the Applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the County. The County shall retain the right to participate in the defense of the proceeding if it bears its own attorneys' fees and costs, and defends the action in good faith. The Applicant shall not be required to pay or perform any settlement unless the settlement is approved by the Applicant.

The Wright Corner, Inc.

Print Name of Property Owner

KERRY SMITH

Print Name Signature of Applicant (if different)

Signature of Property Owner

Date

Signature of Applicant

Date

Kerry Smith 6/22/2022

## Hourly Fee Agreement

PROJECT File: P22-00241 ; request for approval of modification of use permit to include an 8 room Inn, Tavern, tasting bar & retail wine or beer Kerry Smith

the undersigned, hereby authorize the County of Napa to process the above referenced permit request in accordance with the Napa County Code. I am providing \$ 10,000 - as a deposit to pay for County staff review, coordination and processing costs related to my permit request based on actual staff time expended and other direct costs. **In making this deposit, I acknowledge and understand that the deposit may only cover a portion of the total processing costs. Actual costs for staff time are based on hourly rates adopted by the Board of Supervisors in the most current Napa County fee schedule. I also understand and agree that I am responsible for paying these costs even if the application is withdrawn or not approved.**

I understand and agree to the following terms and conditions of this Hourly Fee Agreement:

1. Time spent by Napa County staff in processing my application and any direct costs will be billed against the available deposit. "Staff time" includes, but is not limited to, time spent reviewing application materials, site visits, responding by phone or correspondence to inquiries from the applicant, the applicant's representatives, neighbors and/or interested parties, attendance and participation at meetings and public hearings, preparation of staff reports and other correspondence, or responding to any legal challenges related to the application during the processing of your application. "Staff" includes any employee of the Planning, Building and Environmental Services Department (PBES), the Office of the County Counsel, or other County staff necessary for complete processing of the application. "Direct costs" include any consultant costs for the peer review of materials submitted with the application, preparation of California Environmental Quality Act (CEQA) documents, expanded technical studies, project management, and/or other outside professional assistance required by the County and agreed to by the applicant. The cost to manage consultant contracts by staff will also be billed against the available deposit.
2. Staff will review the application for completeness and provide me with a good faith estimate of the full cost of processing the permit. Any requested additional deposit shall be submitted to PBES to allow continued processing of the project.
3. I understand that the County desires to avoid incurring permit processing costs without having sufficient funds on deposit. If staff determines that inadequate funds are on deposit for continued processing, staff shall notify me in writing and request an additional deposit amount estimated necessary to complete processing of my application. I agree to submit sufficient funds as requested by staff to process the project through the hearing process within 30 days of the request.
4. I understand that if the amount on deposit falls below zero, staff will notify me and stop work on the application until sufficient additional funds are provided
5. If the final cost is less than the amount remaining on deposit, the unused portion of the deposit will be refunded to me. If the final cost is more than the available deposit, I agree to pay the amount due within 30 days of billing.
6. If I fail to pay any invoices or requests for additional deposits within 30 days, the County may either stop processing my permit application, or after conducting a hearing, may deny my permit application. If I fail to pay any amount due after my application is approved, I understand that my permit may not be exercised, or may be subject to revocation. I further agree that no building, grading, sewage, or other project related permits will be issued if my account is in arrears.

7. I may file a written request for a further explanation or itemization of invoices, but such a request does not alter my obligation to pay any invoices in accordance with the terms of this agreement.

Name of Applicant responsible for payment of all County processing fees (Please Print):

KERRY SMITH

Mailing Address of the Applicant responsible for paying processing fees:

4370 OLD SONOMA HWY

NAPA CA 94559

Signature:\*

Kerry Smith

Email Address:

thewrightcorner@earthlink.net

Date:

6/22/2022

Phone Number:

707 812 5006

\*ATTENTION - The applicant will be held responsible for all charges.



A Tradition of Stewardship  
A Commitment to Service

Planning, Building & Environmental Services - Hillary Gitelman, Director  
1195 Third Street, Napa, CA 94559 - (707) 253-4417 - www.countyofnapa.org

Project name & APN: THE WRIGHT CORNER - 047-110-017  
Project number if known: \_\_\_\_\_  
Contact person: KERRY SMITH  
Contact email & phone number: THEWRIGHTCORNER@EARTHLINK.NET 707 812-5006  
Today's date: 6/22/2022

## Voluntary Best Management Practices Checklist for Development Projects

Napa County General Plan Policy CON-65 (e) and Policy CON-67 (d) requires the consideration of Greenhouse Gas (GHG) emissions in the review of discretionary projects and to promote and encourage "green building" design. The below Best Management Practices (BMPs) reduce GHG emissions through energy and water conservation, waste reduction, efficient transportation, and land conservation. The voluntary checklist included here should be consulted early in the project and be considered for inclusion in new development. It is not intended, and likely not possible for all projects to adhere to all of the BMPs. Rather, these BMPs provide a portfolio of options from which a project could choose, taking into consideration cost, co-benefits, schedule, and project specific requirements. Please check the box for all BMPs that your project proposes to include and include a separate narrative if your project has special circumstances.

### Practices with Measurable GHG Reduction Potential

The following measures reduce GHG emissions and if needed can be calculated. They are placed in descending order based on the amount of emission reduction potential.

Already Plan  
Doing To Do

ID # BMP Name

- ☐ ☐ **BMP-1 Generation of on-site renewable energy**  
*If a project team designs with alternative energy in mind at the conceptual stage it can be integrated into the design. For instance, the roof can be oriented, sized, and engineered to accommodate photovoltaic (PV) panels. If you intend to do this BMP, please indicate the location of the proposed PV panels on the building elevations or the location of the ground mounted PV array on the site plan. Please indicate the total annual energy demand and the total annual kilowatt hours produced or purchased and the potential percentage reduction of electrical consumption. Please contact staff or refer to the handout to calculate how much electrical energy your project may need.*

Property location is not conducive to PV panels

- ☐ ☐ **BMP-2 Preservation of developable open space in a conservation easement**

*Please indicate the amount and location of developable land (i.e.: under 30% slope and not in creek setbacks or environmentally sensitive areas for vineyards) conserved in a permanent easement to prohibit future development.*

NONE/NA

Already Plan  
Doing To Do

☒ ☐ **BMP-3 Habitat restoration or new vegetation (e.g. planting of additional trees over 1/2 acre)**

*Napa County is famous for its land stewardship and preservation. Restoring areas within the creek setback reduces erosion potential while planting areas that are currently hardscape (such as doing a bio-retention swale rather than underground storm drains) reduces storm water and helps the groundwater recharge. Planting trees can also increase the annual uptake of CO<sub>2</sub>e and add the County's carbon stock.*

Bio retention swale

☐ ☐ **BMP-4 Alternative fuel and electrical vehicles in fleet**

*The magnitude of GHG reductions achieved through implementation of this measure varies depending on the analysis year, equipment, and fuel type replaced.*

Number of total vehicles

N/A

Typical annual fuel consumption or VMT

Number of alternative fuel vehicles

Type of fuel/vehicle(s)

Potential annual fuel or VMT savings

☐ ☒ **BMP-5 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 2**

*The California Building Code update effective January 1, 2011 has new mandatory green building measures for all new construction and has been labeled CALGREEN. CALGREEN provides two voluntary higher levels labeled CALGREEN Tier I and CALGREEN Tier II. Each tier adds a further set of green building measures that go above and beyond the mandatory measures of the Code. In both tiers, buildings will use less energy than the current Title 24 California Energy Code. Tier I buildings achieve at least a 15% improvement and Tier 2 buildings are to achieve a 30% improvement. Both tiers require additional non-energy prerequisites, as well as a certain number of elective measures in each green building category (energy efficiency, water efficiency, resource conservation, indoor air quality and community).*

WILL TRY IF COSTS PROHIBIT

☐ ☒ **BMP-6 Vehicle Miles Traveled (VMT) reduction plan**

*Selecting this BMP states that the business operations intend to implement a VMT reduction plan reducing annual VMTs by at least 15%.*

Tick box(es) for what your Transportation Demand Management Plan will/does include:

- ☐ employee incentives
- ☐ employee carpool or vanpool
- ☐ priority parking for efficient transportation (hybrid vehicles, carpools, etc.)
- ☒ bike riding incentives
- ☐ bus transportation for large marketing events
- ☐ Other:

Estimated annual VMT

Potential annual VMT saved  
% Change

Already Plan  
Doing To Do



**BMP-7 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 1**

See description below under BMP-5.

WILL LOOK AT OPTIONS FOR NEW external  
UNITS OF INN.



**BMP-8 Solar hot water heating**

Solar water heating systems include storage tanks and solar collectors. There are two types of solar water heating systems: active, which have circulating pumps and controls, and passive, which don't. Both of them would still require additional heating to bring them to the temperature necessary for domestic purposes. They are commonly used to heat swimming pools.

difficult to achieve because of property location



**BMP-9 Energy conserving lighting**

Lighting is approximately 25% of typical electrical consumption. This BMP recommends installing or replacing existing light bulbs with energy-efficient compact fluorescent (CF) bulbs or Light Emitting Diode (LED) for your most-used lights. Although they cost more initially, they save money in the long run by using only 1/4 the energy of an ordinary incandescent bulb and lasting 8-12 times longer. Typical payback from the initial purchase is about 18 months.

LED LIGHTING, ALL EXTERIOR on motion or  
light sensors; occupancy sensors and times where  
possible



**BMP-10 Energy Star Roof/Living Roof/Cool Roof**

Most roofs are dark-colored. In the heat of the full sun, the surface of a black roof can reach temperatures of 158 to 194 °F. Cool roofs, on the other hand, offer both immediate and long-term benefits including reduced building heat-gain and savings of up to 15% the annual air-conditioning energy use of a single-story building. A cool roof and a green roof are different in that the green roof provides living material to act as a both heat sink and thermal mass on the roof which provides both winter warming and summer cooling. A green (living) roof also reduces storm water runoff.

light colored reflective metal roofs



**BMP-11 Bicycle Incentives**

Napa County Zoning Ordinance requires 1 bicycle rack per 20 parking spaces (§18.110.040). Incentives that go beyond this requirement can include on-site lockers for employees, showers, and for visitor's items such as directional signs and information on biking in Napa. Be creative!



**BMP-12 Bicycle route improvements**

Refer to the Napa County Bicycle Plan (NCPTA, December 2011) and note on the site plan the nearest bike routes. Please note proximity, access, and connection to existing and proposed bike lanes (Class I: Completely separated right-of-way; Class II: Striped bike lane; Class III: Signed Bike Routes). Indicate bike accessibility to project and any proposed improvements as part of the project on the site plan or describe below.

accessible by roadway



Already Plan  
Doing To Do

☐☒

**BMP-13 Connection to recycled water**

Recycled water has been further treated and disinfected to provide a non-potable (non-drinking water) water supply. Using recycled water for irrigation in place of potable or groundwater helps conserve water resources.

Septic replacement has drip feature  
to assist with landscaping

☒☒

**BMP-14 Install Water Efficient fixtures**

WaterSense, a partnership program by the U.S. Environmental Protection Agency administers the review of products and services that have earned the WaterSense label. Products have been certified to be at least 20 percent more efficient without sacrificing performance. By checking this box you intend to install water efficient fixtures or fixtures that conserve water by 20%.

All plumbing fixtures to be sensitive  
to water consumption

☐☒

**BMP-15 Low-impact development (LID)**

LID is an approach to land development (or re-development) that works with nature to manage storm water as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat storm water as a resource rather than a waste product. There are many practices that have been used to adhere to these principles such as bioretention facilities, rain gardens, vegetated rooftops, rain barrels, and permeable pavements. By implementing LID principles and practices, water can be managed in a way that reduces the impact of built areas and promotes the natural movement of water within an ecosystem or watershed. Please indicate on the site or landscape plan how your project is designed in this way.

septic, swale and drought tolerant  
plants designed with LID in mind.

☐☐

**BMP-16 Water efficient landscape**

If your project is a residential development proposing in excess of 5,000 sq. ft. or a commercial development proposing in excess of 2,500 sq. ft. The project will be required to comply with the Water Efficient Landscape Ordinance (WELO).

Please check the box if you will be complying with WELO or if your project is smaller than the minimum requirement and you are still proposing drought tolerant, zeroscape, native plantings, zoned irrigation or other water efficient landscape.

N/A

☒☐

**BMP-17 Recycle 75% of all waste**

Did you know that the County of Napa will provide recycling collectors for the interior of your business at no additional charge? With single stream recycling it is really easy and convenient to meet this goal. To qualify for this BMP, your business will have to be aggressive, proactive and purchase with this goal in mind.

Recycle when possible



Already Plan  
Doing To Do

☒ ☒ **BMP-18 Compost 75% food and garden material**

*The Napa County food composting program is for any business large or small that generates food scraps and compostable, including restaurants, hotels, wineries, assisted living facilities, grocery stores, schools, manufacturers, cafeterias, coffee shops, etc. All food scraps (including meat & dairy) as well as soiled paper and other compostable - see <http://www.naparecycling.com/foodcomposting> for more details.*

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☐ ☐ **BMP-19 Implement a sustainable purchasing and shipping programs**

*Environmentally Preferable Purchasing (EPP) or Sustainable Purchasing refers to the procurement of products and services that have a reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. By selecting this BMP, you agree to have an EPP on file for your employees to abide by.*

*will encourage parties Leasing Property to  
consider EPP*

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☒ ☐ **BMP-20 Planting of shade trees within 40 feet of the south side of the building elevation**

*Well-placed trees can help keep your building cool in summer. If you choose a deciduous tree after the leaves drop in autumn, sunlight will warm your building through south and west-facing windows during the colder months. Well-designed landscaping can reduce cooling costs by 20%. Trees deliver more than energy and cost savings; they are important carbon sinks. Select varieties that require minimal care and water, and can withstand local weather extremes. Fruit or nut trees that produce in your area are great choices, providing you with local food as well as shade. Please use the site or landscape plan to indicate where trees are proposed and which species you are using.*

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☐ ☐ **BMP-21 Electrical Vehicle Charging Station(s)**

*As plug-in hybrid electric vehicles (EV) and battery electric vehicle ownership is expanding, there is a growing need for widely distributed accessible charging stations. Please indicate on the site plan where the station will be.*

*Currently have limited electrical use*

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☐ ☐ **BMP-22 Public Transit Accessibility**

*Refer to <http://www.ridethevine.com/vine> and indicate on the site plan the closest bus stop/route. Please indicate if the site is accessed by transit or by a local shuttle. Provide an explanation of any incentives for visitors and employees to use public transit. Incentives can include bus passes, informational hand outs, construction of a bus shelter, transportation from bus stop, etc.*

*N/A*

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Already Plan  
Doing To Do

☐ ☐ **BMP-23**

**Site Design that is oriented and designed to optimize conditions for natural heating, cooling, and day lighting of interior spaces, and to maximize winter sun exposure; such as a cave.**

*The amount of energy a cave saves is dependent on the type of soil, the microclimate, and the user's request for temperature control. Inherently a cave or a building burned into the ground saves energy because the ground is a consistent temperature and it reduces the amount of heating and cooling required. On the same concept, a building that is oriented to have southern exposure for winter warmth and shading for summer cooling with an east-west cross breeze will naturally heat, cool, and ventilate the structure without using energy. Please check this box if your design includes a cave or exceptional site design that takes into consideration the natural topography and sitting. Be prepared to explain your approach and estimated energy savings.*

Site Design is limited to environmental constraints.

☐ ☒ **BMP-24 Limit the amount of grading and tree removal**

*Limiting the amount of earth disturbance reduces the amount of CO2 released from the soil and mechanical equipment. This BMP is for a project design that either proposes a project within an already disturbed area proposing development that follows the natural contours of the land, and that doesn't require substantial grading or tree removal.*

☐ ☐ **BMP-25 Will this project be designed and built so that it could qualify for LEED?**

**BMP-25 (a)**

☐

**LEED™ Silver** (check box BMP-25 and this one)

**BMP-25 (b)**

☐

**LEED™ Gold** (check box BMP-25, BMP-25 (a), and this box)

**BMP-25 (c)**

☐

**LEED™ Platinum** (check all 4 boxes)

## Practices with Un-Measured GHG Reduction Potential

☐ ☐ **BMP-26 Are you, or do you intend to become a Certified Green Business or certified as a "Napa Green Winery"?**

*As part of the Bay Area Green Business Program, the Napa County Green Business Program is a free, voluntary program that allows businesses to demonstrate the care for the environment by going above and beyond business as usual and implementing environmentally friendly business practices. For more information check out the Napa County Green Business and Winery Program at [www.countyofnapa.org](http://www.countyofnapa.org).*

☐ ☐ **BMP-27 Are you, or do you intend to become a Certified "Napa Green Land"?**

*Napa Green Land, fish friendly farming, is a voluntary, comprehensive, "best practices" program for vineyards. Napa Valley vintners and growers develop farm-specific plans tailored to protect and enhance the ecological quality of the region, or create production facility programs that reduce energy and water use, waste and pollution. By selecting this measure either you are certified or you are in the process of certification.*

Already Plan  
Doing To Do

☐ ☒ **BMP-28 Use of recycled materials**

*There are a lot of materials in the market that are made from recycled content. By ticking this box, you are committing to use post-consumer products in your construction and your ongoing operations.*

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☐ ☒ **BMP-29 Local food production**

*There are many intrinsic benefits of locally grown food, for instance reducing the transportation emissions, employing full time farm workers, and improving local access to fresh fruits and vegetables.*

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☐ ☒ **BMP-30 Education to staff and visitors on sustainable practices**

*This BMP can be performed in many ways. One way is to simply put up signs reminding employees to do simple things such as keeping the thermostat at a consistent temperature or turning the lights off after you leave a room. If the project proposes alternative energy or sustainable winegrowing, this BMP could include explaining those business practices to staff and visitors.*

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☐ ☐ **BMP-31 Use 70-80% cover crop**

*Cover crops reduce erosion and the amount of tilling which is required, which releases carbon into the environment. n/a*

☐ ☐ **BMP-32 Retain biomass removed via pruning and thinning by chipping the material and reusing it rather than burning on-site n/a**

*By selecting this BMP, you agree not to burn the material pruned on site.*

☐ ☐ **BMP-33 Are you participating in any of the above BMPS at a 'Parent' or outside location?**

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☐ ☐ **BMP-34 Are you doing anything that deserves acknowledgement that isn't listed above?**

*Reused and repurposed old run down buildings (3 diff buildings). Used post consumer products whenever possible.*

**Comments and Suggestions on this form?**

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## **Sources:**

1. *Napa County Bicycle Plan*, NCTPA, December 2011
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6. *California Energy Commission (2008)*. *Title 24, Part 6, of the California Code of Regulations: California's Energy Efficiency Standards for Residential and Nonresidential Buildings*. Sacramento, CA: California Energy Commission.
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13. <http://www.napagreen.org/about>. Retrieved 2013-05-09
14. <http://www.countyofnapa.org/pages/departmentscontent.aspx?id=4294971612>
15. <http://www.napasan.com/Pages/ContentMenu.aspx?id=109>
16. <http://water.epa.gov/polwaste/green/index.cfm>

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## Adjoining Property Owner List Requirements

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All applications shall include a list of the current owners of all the properties whose outer perimeters are within **1,000 feet** of the property boundary of the project site. The list shall include the property owner's names, their addresses, and the assessor's parcel numbers of the property owned. The list may be expanded to include other affected property owners at the discretion of the Planning Director as well as individuals having a request for notice on file with the Commission Clerk.

Preparation, verification and submission of this list of property owners is the responsibility of the applicant. Lists of the property owners appearing on County tax rolls in the form required are available from all local title insurance companies. Each such list must be certified by a title insurance company as reflecting the most recent County tax roll information. While the mailing list is not necessarily required at initial project submittal, the project cannot be noticed for hearing without it.

### **Instructions to the Title Company**

Please prepare the property owners' list as follows:

1. **Type the property owners' names, parcel numbers and mailing addresses on an 8½" by 11" sheet of Avery #5160 Laser Labels so that this information can be readily used in mailing by the Planning, Building & Environmental Services Department.**
2. Submit a full page copy of the assessors' parcel book page(s) and a copy of the latest equalized assessment roll used to compile the property owners' list. Please indicate the location of all parcels listed, by check mark or colored parcel number circled on the pages.

If you have any questions, please contact the Planning, Building & Environmental Services Department at (707) 253-4417.

### **DETAILED PROJECT DESCRIPTION**

Major modification to Use Permit P14-00022 revised from U-348283

**The Wright Corner  
4370, 4372 & 4374 Old Sonoma Highway  
APN 047-110-017**

**Item 1 - Existing site conditions and uses:**

The Wright Corner parcel is designated commercial zoning district as per General Plan map AG/LU 22 and policy AG/LU45. Parcel is surrounded by designated Agricultural Watershed area. **AG/LU-45:** All existing commercial establishments that are currently located within a commercial zoning district shall be allowed to continue to operate and use the existing buildings and/or facilities. Additional commercial uses and missed residential-commercial uses on that portion of the parcel-zoned commercial. With respect to Policies AG/LU – 44 and 45, due to the small numbers of such parcels, their limited capacity for commercially-viable agriculture due to pre-existing uses and/or size, location and lot configuration, and the minimal impact such commercial operations and expansions will have on adjacent agriculture or open space activities or the agricultural and open space character of the surrounding area, such limited development will not be detrimental to Agriculture, Watershed or Open Space policies of the General Plan. Therefore such development is consistent with all of the goals and policies of the General Plan.

Recognizes that protecting the economic viability of agriculture is critical to the County's future and that tourism and supporting industries that are compatible with agriculture also contribute to its viability. The property size and the fact that it once was a gas station and auto repair leave it agriculturally undesirable.

The property owner, The Wright Corner Inc. ("Owner") is submitting a modification application for the Wright Corner, which is located at 4370, 72 & 74 Old Sonoma Hwy. Napa California 94559 with an APN of 047-110-017 (the "Property"). The Property is 2.35 acres and is zoned Commercial Limited.

The existing buildings will be referred to by their actual address. 4370 Old Sonoma Hwy. (O.S.H.) is the Tavern/Tasting Bar, 4372 Old Sonoma Hwy.(O.S.H.) is the Mercantile Store and 4374 Old Sonoma Hwy. (O.S.H.) is the 3 room inn. Proposed new buildings will be noted a "Cottage Units", "Bathroom and Storage" and "Mobile Concession Trailer".

***4370 Old Sonoma Hwy.***

***Existing site approvals –***

*There is an existing building with total gross (including the walls) the 1447 square foot space - A 788 Square foot Bike Rental/Guided Tour/Luxury Tour*

*Car Staging business; Ancillary retail sales of riding gear, pre-packaged food and convenience items for the Bike Rental/Guided Tour business.*

*A 340 sq. ft. Art Gallery (display and sale of art); 331 sq. ft. also to be used for retail sales along with a shared storage area; trash and recycling enclosure.*

***Current use -***

*A 788 Square foot is currently being used for Luxury Tour Car business; A 340 sq. ft. Art Gallery (display and sale of art); 331 sq. ft. also to be used for retail sales along with a storage area; trash and recycling enclosure.*

***4372 Old Sonoma Hwy.***

***Existing site approval and current use -***

*The 1,917 sq. ft. main furniture store building with a variety of retail uses including art, antiques, and retail products. Eight approved parking spaces with a van accessible space. Sale of pre-package food and convenience items and three marketing events annually with a maximum of 50 guests in attendance with no food served.*

***4374 Old Sonoma Hwy.***

***1. Existing site approvals and current use -***

*A 3 bedroom residential unit. Built as a commercial inn but not yet approved by Napa Planning for commercial use.*

***Overall property Use -***

***1. Existing site approvals -*** *2.B Condition of approval #14 from Use Permit U-348283 and P14-00022 allows auctions, art fairs or similar temporary marketing events no greater than 3 times per year for 50 persons attendance.*

**Item 2 - Proposed type of development and size, proposed uses/business, development phases, changes or alterations to the property or building including new/modified improvements and off-site improvements.**

***Proposed use and alterations -***

***4370 Old Sonoma Hwy.***

*In the existing building with total gross (including the walls) the 1447 square foot space to be a Tavern/Tasting Bar business. The establishment would allow wine and beer to be tasted by the glass and purchased by the bottle. Both indoor and outdoor space would be provided to enjoy not only the wine or beer but also food purchases. The existing building's would be divided up as - 713 sq. ft indoor (34 seats) to be used for tavern tasting bar with beer and wine, 313 sq. ft. food service prep area and drink distribution, 35 sq. ft. for storage, 40 sq. ft. for utilities and and 308 sq. ft. to be used for cold*



storage; a total clear space of 1409 sq. ft.. In addition a 312 square foot outdoor space (under the covered area of the building) to be used for food and drink pick up and waiting area and an additional 795 sq. ft. of outside garden seating (48 seats) to the East of the building to sit and enjoy purchases. Trash and recycling to be at proposed Restroom building.

Food service would be an establishment serving "cook and serve" type foods requiring limited preparation. Examples of this type of food serve would be foods cooked in the outdoor pizza oven and/or barbecue grill, salads, tortilla wraps, vegetable, cheese platters, cold-cut and Panini pressed sandwiches. Pre-packaged food heated in a microwave or small convection oven.

Would use disposable utensils, cups and plates.

The alterations to the interior of the building would be to remove all three solid panel garage doors and replace with see through panels with ones that open for ventilation (see BUILDING ELEVATIONS page 2). Insulated the ceiling in the interior dinning area and add heat pump units in occupied areas of the building . Cut a pass through window from the food service area to the dining service area. Create an interior door way into newly constructed 35 s.f. storage room. Construct a 40 s.f. utility room. Run water to water heater, ice maker, water and septic drain to hand sink, wash sink, prep sink and water heater. Tile all floors and add furnishings and fixtures as shown on (see A2.2 plan).

1107 S. F. exterior area East of building will be graded and retaining wall and countertop and pizza oven to be constructed. Durable ADA accessible ground material for patio area (see BUILDING ELEVATIONS page 2 and A2.2)

### ***4372 Old Sonoma Hwy.***

The existing 1,917 sq. ft. art gallery/antique furniture/retail goods would also continue as a retail shop but would be a general retail operation bringing the sale of goods or products to the consumer for profit. This aspect of the modification is requesting an ancillary wine or beer service along side the primary retail use by incorporating alcohol beverage sales and tasting. The general retails sales would consist of prepackaged products. honey, vinegar olives, dish towels and table clothes, wooden products, art work, dish ware, chocolates, books, games, gifts, antiques, wine, beer and textiles. There would be no prepared food only low risk prepackaged items offered. At this The tasting's ware would either be with disposable items or by using glassware in coordination with a highly efficient dishwasher. An additional 450 sq. ft. outdoor space to south-side of building as casual patio with limited seating that could be used for appropriate garden type retail and also use of for wine/beer and consumption of prepackage retail goods (see

A2.1). Existing approval of *three marketing events annually with a maximum of 50 guests in attendance would not be changed. These events would be held in the defined retail areas.*

No changes or alterations to the interior of the building. The exterior would be a 450 S.F. outdoor retail and tasting area. This area would be a cordoned off in with a new four foot barrier (see A2.1).

**4374 Old Sonoma Hwy.**

The 3 bedroom residential unit to be used for transient short-term overnight occupancy. The porch area of the unit to be generally used for guests to have (store bought to prepackaged foods) breakfast in the morning and wine with appetizers in the afternoon or early evening. An additional 5 free standing bedrooms with bathroom (no kitchens) units to be added. This facility would provide 8 rooms for overnight transient occupancy accommodations and would serve food only to registered guests. The food provided is included in the price of the overnight transient occupancy accommodation. The Inn shall comply with all of the requirements set forth in Article 18 (commencing with Section 114375), Par 7 of Division 104 of the Health and Safety Code of the State of California. Guests of the Inn shall register upon arrival, stating their names, current residence addresses and the license plate number of the vehicle that is being used by the guest. The registration form shall be kept by the owner for a period of three years and shall be made available for examination by a representative of the Napa County treasurer/tax collector upon one-day notice. The operator of the Inn shall pay in a timely manner the transient occupancy tax imposed by the County.

An Inn of this size would specialize in small parties (guests staying at the inn) being able to be all together in a private setting. The kitchen facility would not be available for direct use by the guests but could be leased by a guest to be explicitly used only by a licensed chef only for the benefit of the registered guest. The occupancy would be limited to advance bookings and no parties or events held that are unrelated to the registered guests.

An accessory to the Inn would be onsite private social events. These private gatherings would be strictly associated with registered Inn guests, as they could lease the property for their private events. These events would not exceed more than 85 people at one time (including staff), with a limit of 4 events a month. These events would be weddings, birthdays, family or friend reunions and business related gatherings.

No additional alterations or improvements will be done to the existing building.

***Proposed use and new additions or structures –***

**8 Cottage Units** - Construction of 5 new 635 sq. ft. free standing transient units consisting of a large bathroom, sleeping, living and entry areas along with a fire suppression pump shed.

**Bathroom and Storage** - Construction of a (397 sq. ft.) stand-alone toilet room with an attached storage room. The building that will house a multi-occupancy toilet room for men and women. There was a previously approved bathroom for men and women within the large retail store. The bathrooms would only be for patrons and employees at the Wright Corner site and would be available during the hours that the tavern/tasting garden is open and would be accessible during private events.

New construction totals 3,897 sq. ft. of improvements. New construction - Fire resistivity - Type V and no offsite improvements associated with this modification request.

**Mobile Concession Trailer** – A small mobile trailer (8' 5" x 13' - 130 sq. ft.) to offer and sell coffee and limited food items. Food items not prepackaged would be supplied from a licensed source. The mobile concession trailer would be self contained and purchased prefabricated (See ???). Reheating of the food only, no cooking would be done in trailer. All food products would be prepackaged or purchased from a licensed food provider either on or off the site. Commissary for concession would be onsite. No onsite facilities such as restrooms or seated tables will be available to customers. Only the employee of the trailer would have full access to the restroom and wash up areas on site. The trailer will be supplied with electrical connection from existing 110 outlet on outside of 4372 Old Sonoma Hwy.. Necessary water will be from self contained tanks when in operation. An authorized water connection from the local health department will be available at the site as well as wastewater disposal.

**Outside 1800 sq.ft. event area** - Additional accessory events such as birthdays, business gatherings, and weddings with use of a tent and/or tents for registered guests of the inn. A temporary tent structure permit would be obtained from PBES which is processed by Calfire for any tent structures erected. Bookings will be reviewed on a case-by-case basis. The facility will offer space only for a specific time allocated. Any and all food preparation and/or alcohol requests will be handled by a licensed commercial permit holder. Any and all linens, washable tableware, and washable utensils will be provided from outside vendors. A tent or tents would be erected in the center of the parcel directly behind the restroom facility. All tents erected would be taken down within 48 hours of the close of the event.

**Item 3 - Days of the week and hours of operation:**

Hours of operation for 4370 OSH operation - 11:00 to 7:00 - 7 days a week, 50 weeks a year. No specific dates for the 2 week closure period. Will be closed for outside visitors during 4374 OSH events.

Hours of operation for 4372 OSH operation - 10:30 to 6:00 pm. - 5 days a week 50 weeks a year. No specific dates for the 2 week closure period. Will be closed for outside visitors during 4374 OSH events.

Hours of operation for Inn 4374 OSH - 24 hours - 7 days a week, 52 weeks a year. Inn Employee morning hours only as housekeeper/ hostess. Shift to start 6:00 am and go no later than 2:00 pm. Manager/Booking agent of inn not onsite.

Hours of operation for Mobile Concession Trailer - 5:30 a.m. to 10:30 7 days a week, 50 weeks a year. No specific dates for the 2 week closure period.

Hours of operation for the 3 - 50 person event associated with 4372 O.L.H. - 10:30 to 9:00 pm. - 3 days in a year

Hours of operation for the 85 person event associated with 4374 O.L.H. - 11:00 to 9:00 pm. - No specific dates for the 48 days in a year.

**Item 4 - Maximum number of employees per shift and hours of shifts:  
Employee count and shift,**

- 4 - Full time employees for 4370 Old Sonoma Hwy. - 1 shift only
- 2 - Full time employee for retail 4372 Old Sonoma Hwy. - 1 shift only
- 1 - Full time employee for 8 room Inn 4374 Old Sonoma Hwy. - 1 shift
- 1 - Full time employee for Coffee Cart. - 1 shift

**Item 5 - licenses and/or approvals from outside agencies needed from a  
Special District, Regional, State, Federal:**

All operations on the site would need their own State issued Seller's Permit. Some of the State liquor licenses necessary for the wine and/or beer retail would be an ABC license type 20, 42 or an ABC license Duplicate 02. The Tavern Tasting would be 40, 41 or an ABC license Duplicate 02 and the Inn would be a license type 80. The Mobile concession trailer, Tavern Tasting and the Inn would all need a Food Handlers License, or a California Food Handler Card. This proves that an employee has completed the necessary training in order to prepare and serve food. The course and test covers how to safely store, cook, and maintain safe temperatures on all foods, plus more food safety rules.

Any event or gathering with food from an off site source would be required to use a licensed catering company. This company would be required to hold a Food Handler's License, a Seller's Permit, a liquor license permit, a Catering Business license, and must use a Licensed Food Facility with current Food Facility and employee Health Permit.

Caterer: any person/entity who operates from a permitted food facility where food is prepared or stored then delivered and/or served at an off premises caterer function. Per California Retail Food Code, caterers are required to have a valid Environmental Health permit.

A health permit from the Napa County Division of Environmental Health is required for anyone preparing food to be served to the public at the retail level, regardless of whether the food is consumed on or off the premises or whether there is a charge for the food, per the California Retail Food Code (CalCode).

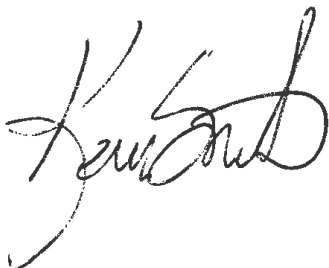
**Item 6 - Water supply and waste disposed:**

The parcel is located in the County boundary and designated Napa-Sonoma Lowland Subbassin and is not in the designated water deficiency area. The water supply would be from an existing well on site.

Waste disposal on the site is the current existing sewage system. This system is monitored and inspected by a licensed sewage contractor and this contractor supplies reports to the County Environmental Health Division twice a year. With the approval of the modification a new Septic system will be permitted and built to the required specifications to accommodate the needs of the approved expansion and/or development.

If you have any questions about the project description, please contact me by e-mail at [thewrightcorner@earthlink.net](mailto:thewrightcorner@earthlink.net). Also, please request an acknowledgement of receipt of the email to assure there was no transmittal delivery error. You can also use postal mail delivery as well at 4370 Old Sonoma Hwy., Napa CA 94559.

Regards,

A handwritten signature in black ink, appearing to read "Kerry Smith", written in a cursive style.

Kerry Smith - Date - 2/28/2024