



A Tradition of Stewardship
A Commitment to Service

Planning, Building & Environmental Services

1195 Third Street, Suite 210
Napa, CA 94559
www.countyofnapa.org

Brian D. Bordona
Director

MEMORANDUM

To:	Planning Commissioners	From:	Matt Ringel, Project Planner
Date:	February 27, 2026	Re:	PC Agenda 3/4/2026, Public Hearing Item 7.B. Inn at the Abbey Use Permit Major Modification and Development Agreement P19-00038-MOD

Staff Requests the Following Change to the Recommended Conditions of Approval:

Background: Upon further discussion with the Inn at the Abbey project applicant and staff, minor clarifying updates are proposed to to the Department of Public Works and PBES Environmental Health Division condition of approval memos (attached). Due to this factor, recommended condition of approval 4.10 and 6.1 are recommended to be updated to reflect reference to the updated memos.

Additionally, staff recommends updating condition of approval 4.1.i. to add reference to condition of approval 1.1, as the project site currently contains additional infrastructure (such as parking and utilities) that legally exists on the AW parcels and are being maintained/restored (but not expanded) within the project scope.

Insertion:

4.12 Other Conditions Applicable to the Operational Aspects of the Project

- i. Except as provided within condition of approval **1.1 and** 4.12(b), all activities within the Agriculture Watershed (AW) zoning district portions of the project parcels shall conform with allowed uses within the AW zoning district.



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Director

MEMORANDUM

To: Matt Ringel, Project Planner	From: Kim Withrow, Environmental Health Supervisor <i>KDW</i>
Date: Revised – February 27, 2026 February 16, 2026	Re: Inn at the Abbey APN 022-220-028, -029, 022-130-023, - 024, -027, and -028 File #P19-00038

Environmental Health staff has reviewed an application requesting approval to modify an approved use permit to accommodate the development of a boutique hotel and related improvements as described and depicted in application materials. Please incorporate the following conditions if the project is approved:

Prior to building permit issuance:

1. The applicant shall secure a discharge requirement or waiver of same, from the Regional Water Quality Control Board for the alteration to the combined wastewater management system (CWMS). Before a building permit is issued for any structure authorized by this entitlement, this Division must receive notice from Regional Water Quality Control Board staff that they have approved plans to discharge wastewater from the new hotel to the CWMS.
2. An inspection of the existing onsite wastewater treatment system located on 022-220-028, south parcel, must be conducted by a licensed sewage contractor. The findings report on a form approved by this Division, must be submitted for review and approval prior to issuance of a building permit for any structure that will be connected to this system. All deficiencies noted in the report must be corrected prior to final occupancy, a construction permit must be obtained if required. An annual operating permit will be required for this system and all monitoring must be completed as required.
3. Plans for the proposed sanitary wastewater and greywater treatment system improvements and/or demolition identified in the Wastewater Feasibility Report revised January 7, 2025, shall be submitted for review and approval directly to this Division. No building clearance (or issuance of a building permit) for any structure that generates wastewater/greywater to be treated and disposed of by these system(s) will be approved until such plans are approved by this Division. Permits to construct the proposed wastewater and greywater system improvements must be secured from this Division

prior to approval of a building clearance (or issuance of a building permit) for any structure that generates wastewater or greywater to be disposed of by this system(s).

4. A Notice of Intent and technical report shall be submit to the Regional Water Quality Control Board for the process wastewater treatment and reuse system. Plans shall also be submitted to this Division. A permit to construct the proposed process wastewater improvements must be secured from this Division prior to approval of a building clearance (or issuance of a building permit) for any structure that generates wastewater to be disposed of by this system(s).
5. Complete plans and specifications for the food preparation, service area(s), storage area(s) and the employee restrooms must be submitted for review and approval by this Division prior to issuance of any building permits for said areas. Annual food permit(s) will be required.
6. The water supply and related components must continue to comply with the California Safe Drinking Water Act and Related Laws. The consolidation of the two water systems into one will require plan review and approval prior to approval of building permits. The technical report must be completed by a licensed engineer with experience in designing water systems. The applicant must comply with all required monitoring and reporting.
7. Since the proposed water system is to be installed (or exists) on separate parcels from the facility's served, an agreement to grant a water easement or an approved water easement must be filed with this Division prior to approval of a building permit.
8. All well(s) not in use or not intended to be used must be destroyed under permit(s) issued to a licensed well drilling contractor. Specifically, the old well on south parcel, 022-220-028, has been determined to be abandoned. This well must be destroyed under permit issued by this Division. Wells must be maintained in accordance with Napa County Code (NCC) Chapter 13.12 and more specifically may not be considered abandoned per NCC Section 13.12.460
9. Complete plans for the swimming pool(s) and/or spa(s) must be submitted to this Division for review and approval prior to approval of building permits. Annual pool permit(s) will be required.
10. Adequate area must be provided for collection of compostables and recyclables. The applicant must work with the franchised garbage hauler for the service area in which they are located to determine the area and the access needed for the collection site. The garbage and recycling enclosure must meet the enclosure requirements provided during use permit process and be included on the building permit submittal. The designated area shall remain available and be properly maintained for its intended use.

During construction and prior to final occupancy:

11. During the construction, demolition, or renovation period of the project the applicant must use the franchised garbage hauler for the service area in which they are located for all wastes generated during project development, unless applicant transports their own waste. If the applicant transports their own waste, they must use the appropriate landfill or solid waste transfer station for the service area in which the project is located.
12. The operator/applicant shall apply for annual operating permits for the conventional onsite wastewater treatment system, the greywater system, the swimming pool(s) and spa(s), and the food facility(s) prior to this Division granting final occupancy.

Upon final occupancy and thereafter:

13. Within 30 (thirty) days of initiation of the use or change of tenants, an updated Hazardous Materials Business shall be submitted to <http://cers.calepa.ca.gov/> and approved by this Division.
14. The operator/applicant shall maintain regular monitoring of the greywater system, conventional onsite wastewater treatment system, swimming pool, and drinking water system as required by this Division which includes submitting monitoring reports as required by each type of facility regulated.
15. The use of the absorption field/drain field/greywater reuse areas shall be restricted to activities which will not contribute to compaction of the soil with consequent reduction in soil aeration. Activities which must be avoided in these areas include equipment storage, traffic, parking, pavement, livestock, etc.
16. All diatomaceous earth/bentonite must be disposed of in an approved manner.
17. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.



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Department of Public Works

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Steven Lederer
Director

MEMORANDUM

To:	PBES Staff	From:	Ahsan Kazmi, P. E. Senior Traffic Engineer
Dated:	February 3, 2020	Re:	Inn at the Abbey (P19-00038)
Modified:	August 26, 2024		Updated Conditions of Approval
Updated:	February 19, 2026, February 25, 2026		

This modified conditions of approval memorandum by the Department of Public Works (DPW) is prepared at the request of Planning, Building, and Environmental Services (PBES) staff regarding the Use Permit Application # P19-00038 for the Inn at the Abbey project, located at 3010 North St. Helena Highway, St. Helena, California.

In preparation of this memorandum, the following documents were reviewed:

- Letter of Incomplete Application Status; April 15, 2019.
- Memorandum from DPW to PBES Staff, dated: May 8, 2019.
- Response to County comments on the Draft Traffic Impact Study for the Inn at the Abbey from W-Trans to Jackson Family Wines.
- Revised Traffic Impact Study Report dated August 16, 2019.
- Summary of Request for a Planned Hotel at Inn at the Abbey revised March 2022.
- Revised Memorandum of Assumptions for the Vehicle Miles Traveled Analysis for the Inn at the Abbey Environmental Impact Report dated March 28, 2024.
- Proposed Terms of Development Agreement for the Inn at the Abbey dated May 21, 2024.
- Revised Memorandum of Assumptions for the Vehicle Miles Traveled Analysis for the Inn at the Abbey Environmental Impact Report dated March 28, 2024 by W-Trans.
- Revised Memorandum of Assumptions for the Vehicle Miles Traveled Analysis for the Inn at the Abbey Environmental Impact Report dated February 28, 2024 by W-Trans.

Following a comprehensive review of the referenced documents and the methodology utilized in the preparation of the Traffic Impact Study (TIS), the Department of Public Works has established the following Conditions of Approval for Use Permit Application No. P19-00038. All conditions shall be satisfied prior to issuance of an occupancy permit:

1. To address the project's impact on the Lodi Lane approach to SR 29, the applicant shall construct a dedicated right-turn lane on Lodi Lane at SR 29 in accordance with the Napa County Road and Street Standards (NC-RSS).
2. The applicant/permittee shall coordinate with Caltrans on installation of directional signs in the southbound direction on SR 29 to prohibit left turns into Project Driveway 2. All project access in the southbound direction shall occur via Lodi Lane.

3. The applicant/permittee shall construct a mini-pork chop, or other suitable physical barrier, to delineate right turns only are allowed at Project Driveway 2. Additional on-site signage shall be added to properly direct the right-turn movement only.
4. The applicant/permittee shall install two vehicle speed feedback display signs along with two stationary speed limit signs on Lodi Lane in the eastbound and westbound directions. Location, design and details shall be reviewed and approved by the County through the Encroachment Permit process.
5. The applicant/permittee shall submit a Final TDM Plan that will include measures to reduce VMT, prior to issuance of a Building and Occupancy Permit. The measures shall include, but not limited to, subsidized transit passes, carpool incentives, and bicycle trip-end facilities. Implementation and monitoring shall be included in the Final TDM Plan.

Updated February 19, 2026: *A revised Memorandum of Assumptions for the Vehicle Miles Traveled (VMT) Analysis for the Inn at the Abbey Environmental Impact Report (EIR), dated March 28, 2024 and prepared by W-Trans, was submitted to DPW for review and approval.*

In response, DPW issued a memorandum to PBES staff dated April 23, 2024, stating that the revised EIR addressed all comments on the February 28, 2024 analysis. Based on our review of the submitted materials, the VMT analysis was found acceptable, and no further comments were provided.

6. The project shall include at-grade street crossing enhancement to the existing Vine Trail to increase pedestrian, bicycle, and on-site operational safety as depicted in the Crossing Improvements Concept Plan Exhibit G. The Crossing Improvements Concept Plan may be modified to meet County and Caltrans requirements and may include traffic calming measures (such as a rumble strip/speed table, and/or signage) along Lodi Lane to reduce traffic speeds and increase driver awareness.
7. The applicant/permittee shall install 150% of the number of electric vehicles charging stations required by the building code. Under current design and building code requirements, the 150% commitment equals 15 charging stations.
8. The applicant/permittee shall install electric bike charging stations to incorporate e-bike charging into site plan. This e-bike charging station will be available to the public using the Vine Trail.
9. Landscaping at the project driveway shall be maintained to not interfere with sight lines required for safe stopping distance on the public right-of-way. No items that are wider than 18 inches can be taller than 30 inches other than street trees and traffic control devices. Street trees should be deciduous and have branches lower than 4 feet in height up kept once the tree is established.
10. An encroachment permit will be required for any improvements in the County's Right-of-Way. For the application submittal process contact the Roads Division at 707-944-0196. The improvements shall be constructed in compliance with the Napa County Road & Street Standards. The Registered Civil Engineer, upon completion of the improvements, must certify to the Department of Public Works that the improvements are made in accordance with all conditions of approval, including any related land use permit conditions and the approved improvement plans. Completion of improvements and certification shall be completed prior to occupancy or

establishment of use. Please contact the Roads office at (707) 944-0196 to initiate the encroachment permit process. Any improvements located on Caltrans Right-of-Way will require a separate coordination and permitting process.

Please contact me at SyedAhsan.Kazmi@countyofnapa.org or call (707) 259-8370 if you have questions or need additional information related to this condition of approval memorandum.