

“E”

Use Permit Modification
Application Packet

VINEYARD 29
DETAILED PROJECT DESCRIPTION

This Vineyard 29 Use Permit Modification requests recognition and authorization of the existing employees, visitation and marketing events as well as an increase in the winery’s production, visitors, employees, and marketing to reflect the changes to its business over the last 19 years and keep it competitive for the next decades.

Vineyard 29 has seen the business change dramatically over the last 19 years from a mostly distribution business where we competed against 150 Napa Valley brands to a mostly Direct to Consumer (DTC) business with over 1,000 Napa Valley brands. To accommodate increased DTC, Vineyard 29 is asking to increase our allowed visitation to an amount that brings it closer to the average visitors to other by appointment wineries of similar size which is approximately 400 visitors per week over 7 days per week. The project will increase the employee, visitation, marketing, and production numbers as shown in the tables below:

TABLE 1 – EMPLOYEES AND VISITORS

Permitted	Existing	Proposed
<u>Employees</u> – total of 5 Full time – 3 Part time – 2 Harvest – 0	<u>Employees</u> – total of 18 Full time – 13 Part time – 2 Harvest – 3	<u>Employees</u> – total of 26 Full time – 15 Part time – 6 Harvest – 5
<u>Visitors</u> – 30 max	<u>Visitors</u> – 40 max	<u>Visitors</u> – 60 max
<u>Production</u> – 48,500 gallons/year	<u>Production</u> – 48,500 gallons/year	<u>Production</u> – 75,000 gallons/year

TABLE 2 – MARKETING EVENTS

Event Type	Number of Existing Events Per Year	Max Existing Event Guests Per Year	Number of Events Requested Per Year	Max Event Guests Requested Per Year
1 - 15 Guest Event	10	150	10	150
16 - 25 Guest Event	10	250	10	250
26 - 50 Guest Event	5	250	10	500
51 - 110 Guest Event	2	220	5	550
111 - 165 Guest Event*	1	165	2	330
Annual Total	28	1,035	37	1,780

* Off site catering only

The project will also:

- Increase wine production from 48,500 gallons to 75,000 gallons (+54%) to support increased production from 2 recently purchased vineyards on Pratt Avenue and Zinfandel Lane in Saint Helena that will add 16 planted acres to its current 30 planted acres (+53%)
- Increase parking for both our visitors and employees on already paved surfaces.
- Accommodate the production and marketing increases with no increase in the footprint of our production and accessory spaces.
- Accomplish this with a **decrease** in our well water use through the installation of a Biofiltro wastewater treatment system that yields recycled water for our vineyards and allows conversion of our current production wastewater treatment capacity to domestic capacity for our increased visitation.
- Install a new well with a 50' seal and domestic water storage tank to isolate domestic water use from production water use.
- Provide for the installation of a joint left turn lane to be shared by Vineyard 29 and Revana Vineyards directly across Highway 29.
- Construction of the left turn lane will help facilitate the replacement and relocation of a dangerous gas line currently running under the highway.
- Include an easement grant to the County for the construction of the Napa Valley Vine Trail on Vineyard 29 property.



A Tradition of Stewardship
A Commitment to Service

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: <u>Chuck McMinn</u> Mailing Address: <u>PO Box 93</u> City: <u>St. Helena</u> State: <u>CA</u> Zip: <u>94574</u> Phone: <u>(707) 963-9292</u> E-Mail Address: _____	Property Owner Contact Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ E-Mail Address: _____
---	--

Agent Contact Name: <u>Andrea A. Matarazzo</u> Mailing Address: <u>1122 S Street</u> City: <u>Sacramento</u> State: <u>CA</u> Zip: <u>95811</u> Phone: <u>916-287-9500</u> E-Mail Address: <u>andrea@pioneerlawgroup.net</u>	Other Representative Contact <input type="checkbox"/> Engineer <input type="checkbox"/> Architect <input type="checkbox"/> Agent Name: <u>David B. Gilbreth (Attorney)</u> Mailing Address: <u>1152 Hardman Avenue</u> City: <u>Napa</u> State: <u>CA</u> Zip: <u>94559</u> Phone: <u>(707) 337-6412</u> E-Mail Address: <u>dbgilbreth@gmail.com</u>
--	---

Property Information

Project Name: Vineyard 29

Project Address: 2929 St. Helena Hwy, St. Helena

Assessor's Parcel Number(s): 022-200-027

Size of site (acreage and/or square footage): 24.64 acres

General Plan Designation: _____ Zoning: AW

Application Type¹

File No(s) P20-00062

Administrative	Planning Commission/ALUC/BOS	Zoning Administrator
Erosion Control Plan: <input type="checkbox"/> Track I <input type="checkbox"/> Track II <input type="checkbox"/> Admin Viewshed <input type="checkbox"/> Fence Entry Structure Permit <input type="checkbox"/> Land Division/Mergers <input type="checkbox"/> Site Plan Approval/Modification <input type="checkbox"/> Winery Administrative Permit <input type="checkbox"/> Other Very Minor Modification <input type="checkbox"/> Addressing <input type="checkbox"/> Signs Temporary Event: <input type="checkbox"/> 51-400 <input type="checkbox"/> 401+ <input type="checkbox"/> Late Application Submittal <input type="checkbox"/> Application Entitled to Fee Waiver <input type="checkbox"/> Other: _____	Major Modification: <input checked="" type="checkbox"/> Winery <input type="checkbox"/> Other Use Permit: <input type="checkbox"/> Winery <input type="checkbox"/> Other <input type="checkbox"/> Viewshed <input type="checkbox"/> AG Preserve Contract <input type="checkbox"/> Development Agreement <input type="checkbox"/> Airport Land Use Consistency Determination <input type="checkbox"/> General, Specific or Airport Land Use Plan Amendment <input type="checkbox"/> Variance <input type="checkbox"/> Zoning Map/Text Amendment <input type="checkbox"/> Road Exception <input type="checkbox"/> Con. Reg. Exception <input type="checkbox"/> Other: _____	<input type="checkbox"/> Certificate of Legal Non Conformity <input type="checkbox"/> Other Minor Modification <input type="checkbox"/> Road Exception <input type="checkbox"/> Small Winery Exemption <input type="checkbox"/> Winery Minor Modification <input type="checkbox"/> Variance <input type="checkbox"/> Viewshed <input type="checkbox"/> Other: _____ <div style="background-color: #f2f2f2; text-align: center; padding: 2px;">Misc. Services</div> <input type="checkbox"/> Use Determination <input type="checkbox"/> Status Determination <input type="checkbox"/> Other: _____

¹: Include corresponding submittal requirements for each application type.

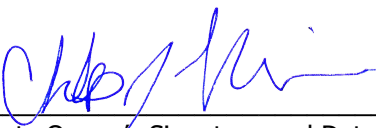
Detailed Project Description (required): A typed, detailed project description is required that describes the proposed development or use(s); the existing site conditions/uses; the number, size, type and nature of any proposed residential dwelling units or total amount of new non-residential square-footage 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.

 2/10/2021

 Property Owner’s Signature and Date

 2/10/2021

 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.

 Applicant’s Signature and Date

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

Certification and Indemnification

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.

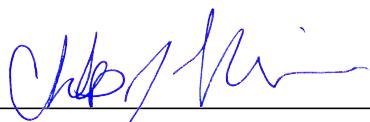
Applicant further agrees, as a condition of project approval, to defend, indemnify and hold harmless the County for all costs incurred in additional investigation of or study of, or for supplementing, redrafting, revising, or amending any document (such as an EIR, negative declaration, specific plan, 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.

Charles McMinn

Print Name of Property Owner

Print Name Signature of Applicant (if different)



2/10/2021

Signature of Property Owner

Date

Signature of Applicant

Date

Hourly Fee Agreement

PROJECT File: _____; request for _____
_____. I, _____

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 \$ _____ 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.

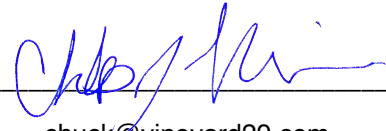
Name of Applicant responsible for payment of all County processing fees (Please Print):

Mailing Address of the Applicant responsible for paying processing fees:

PO Box 93

Saint Helena, CA 94574

Signature:*



Email Address: chuck@vineyard29.com

Date: _____

Phone Number: 707-963-9292

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

WINERY OPERATIONS

Please indicate whether the activity or uses below are already legally **EXISTING**, whether they exist and are proposed to be **EXPANDED** as part of this application, whether they are **NEWLY PROPOSED** as part of this application, or whether they are neither existing nor proposed (**NONE**).

Retail Wine Sales	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Tours and Tasting- Open to the Public	<input type="checkbox"/> Existing			
Tours and Tasting- By Appointment	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Tours and Tastings	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Marketing Events*	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Marketing Events	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Will food be prepared...		<input checked="" type="checkbox"/> On-Site?	<input checked="" type="checkbox"/> Catered?	
Public display of art or wine-related items	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Wine Sales/Consumption – AB 2004	<input checked="" type="checkbox"/> Existing		<input type="checkbox"/> Proposed	<input type="checkbox"/> None

* For reference please see definition of "Marketing," at Napa County Code §18.08.370 - <http://library.municode.com/index.aspx?clientId=16513>

Production Capacity *

Please identify the winery's...

Existing permitted production capacity: 48,500 gal/y Per permit : 00146-UP Permit date: May 25, 2001
#00397-Mod

Current maximum actual production: 50,800 gal/y For what year? 2014

Average 3 year production: 37,280 gal/y

Proposed production capacity: 75,000

* For this section, please see "Winery Production Process".

Visitation and Operations

Please identify the winery's...

Maximum daily tours/tastings visitation:	<u>40</u> existing	<u>60</u> proposed
Maximum weekly tours/tastings visitation:	<u>280</u> existing	<u>370*</u> proposed
Visitation hours (e.g. M-Sa, 10am-4pm):	<u>M-Su, 10am - 5pm</u> existing	<u>M-Su, 10am - 5pm</u> proposed
Production days and hours ¹ :	<u>M-Su, 7am - 7pm</u> existing	<u>Su-Sa, 7am - 7pm</u> proposed

¹ It is assumed that wineries will operate up to 24 hours per day during crush.

* Note for proposed visitation - max weekday = 50 and max weekend = 60 max weekly max weekly = 5x50 + 2+60 = 370

Grape Origin

All new wineries and any existing (pre-WDO) winery expanding beyond its winery development area must comply with the 75% rule and complete the attached "Initial Statement of Grape Source". See Napa County Code §18.104.250 (B) & (C). The project description should include information on location and quantity of grapes.

Marketing Program

Please describe the winery's proposed marketing program. Include event type, maximum attendance, hours, location/facilities to be used, food service details, etc. Provide a site plan showing where the marketing event activities will occur, including overflow/off-site parking. Differentiate between existing and proposed activities. (Attach additional sheets as necessary.)

Marketing Events: With this Use Permit Modification, Vineyard 29 plans to increase its marketing events especially to our club customers, a category that did not exist 19 years ago. This Use Permit application will allow expanded marketing events as follows:

Event Type	Number of Existing Events Per Year	Max Existing Event Guests Per Year	Number of Events Requested Per Year	Max Event Guests Requested Per Year
1 - 15 Guest Event	10	150	10	150
16 - 25 Guest Event	10	250	10	250
26 - 50 Guest Event	5	250	10	500
51 - 110 Guest Event	2	220	5	550
111 - 165 Guest Event*	1	165	2	330
Annual Total	28	1,035	37	1,780

* Off site catering only

On-Site Consumption

If requesting On-Site Consumption, please provide a site plan showing where such activities will occur.

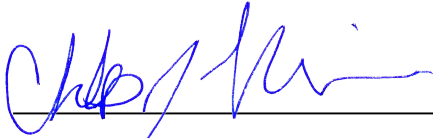
Food Service

Please describe the nature of any proposed food service including type of food, frequency of service, whether prepared on site or not, kitchen equipment, eating facilities, etc. Please differentiate between existing and proposed food service and existing type of commercial kitchen (low, medium or high risk) and/or food preparation areas authorized by the County Environmental Health Division. (Attach additional sheets as necessary.)

Vineyard 29 has an existing commercial grade kitchen that is used to support both on site food preparation and catered food delivery for our marketing events. In addition, Vineyard 29 provides 3 levels of wine tasting experiences to our tour and tasting visitors that pair our wines with small food bites from traditional cheese and charcuterie to "taste in a spoon" that are 1 or 2 bite hot pairings in a Chinese spoon that mimics the meals our wines may be paired with. No increase in food preparation facilities are needed for the increased visitation with the exception of the conversion of our water source to a new 50' sealed well needed for the increased visitor counts.

Initial Statement of Grape Source

Pursuant to Napa County Zoning Ordinance Sections 12419(b) and (c), I hereby certify that the current application for establishment or expansion of a winery pursuant to the Napa County Winery Definition Ordinance will employ sources of grapes in accordance with the requirements of Section 12419(b) and/or (c) of that Ordinance.



Owner's Signature

2/10/2021

Date

Letters of commitment from grape suppliers and supporting documents may be required prior to issuance of any building permits for the project. Recertification of compliance will be required on a periodic basis. Recertification after initiation of the requested wine production may require the submittal of additional information regarding individual grape sources. Proprietary information will not be disclosed to the public.

Existing Conditions Winery Traffic Information / Trip Generation Sheet

Maximum Daily Weekday Traffic (non-harvest season)

Total number of FT employees: <u>11</u> x 3.05 one-way trips per employee	=	<u>33.55</u> daily trips.
Total number of PT employees: <u>6</u> x 1.90 one-way trips per employee	=	<u>11.40</u> daily trips.
Anticipated weekday visitors: <u>40</u> / 2.6 visitors per vehicle x 2 one-way trips	=	<u>30.77</u> daily trips.
Gallons of production: <u>48,500</u> / 1,000 x .009 truck trips daily ³ x 2 one-way trips	=	<u>0.87</u> daily trips.
Total	=	<u>76.59</u> daily trips.
(No of FT employees) + (No of PT employees/2) + (sum of visitor and truck trips x .38)		<u>29.11</u> PM peak trips.

Maximum Daily Weekend Traffic (non-harvest Saturday)

Number of FT employees (on Saturdays): <u>11</u> x 3.05 one-way trips per employee	=	<u>33.55</u> daily trips.
Number of PT employees (on Saturdays): <u>6</u> x 1.90 one-way trips per employee	=	<u>11.40</u> daily trips.
Anticipated Saturday visitors: <u>40</u> / 2.8 visitors per vehicle x 2 one-way trips	=	<u>28.57</u> daily trips.
Total	=	<u>73.52</u> daily trips.
(No of FT employees) + (No of PT employees/2) + (visitor trips x .57)		<u>41.91</u> PM peak trips.

Maximum Daily Weekend Traffic – Saturday Harvest Season

Number of FT employees (during crush): <u>11</u> x 3.05 one-way trips per employee	=	<u>33.55</u> daily trips.
Number of PT employees (during crush): <u>12</u> x 1.90 one-way trips per employee	=	<u>22.80</u> daily trips.
Anticipated Saturday visitors: <u>40</u> / 2.8 visitors per vehicle x 2 one-way trips	=	<u>28.57</u> daily trips.
Gallons of production: <u>48,500</u> / 1,000 x .009 truck trips daily x 2 one-way trips	=	<u>0.87</u> daily trips.
Avg. annual tons of grape on-haul: <u>304</u> / 144 truck trips daily ⁴ x 2 one-way trips	=	<u>4.22</u> daily trips.
Total	=	<u>51.31</u> daily trips.

Largest Marketing Event- Additional Traffic

Number of event staff (largest event): <u>6</u> x 2 one-way trips per staff person	=	<u>12</u> trips.
Number of visitors (largest event): <u>165</u> / 2.8 visitors per vehicle x 2 one-way trips	=	<u>117.86</u> trips.
Number of special event truck trips (largest event): <u>6</u> x 2 one-way trips	=	<u>12</u> trips.

³ Assumes 1.47 materials & supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year (see *Traffic Information Sheet Addendum* for reference).

⁴ Assumes 4 tons per trip / 36 crush days per year (see *Traffic Information Sheet Addendum* for reference).

Proposed Project Winery Traffic Information / Trip Generation Sheet

Maximum Daily Weekday Traffic (non-harvest season)

Total number of FT employees: <u>15</u> x 3.05 one-way trips per employee	=	<u>45.75</u> daily trips.
Total number of PT employees: <u>6</u> x 1.90 one-way trips per employee	=	<u>11.40</u> daily trips.
Anticipated weekday visitors: <u>50</u> / 2.6 visitors per vehicle x 2 one-way trips	=	<u>38.46</u> daily trips.
Gallons of production: <u>75,000</u> / 1,000 x .009 truck trips daily ³ x 2 one-way trips	=	<u>1.35</u> daily trips.
Total	=	<u>96.96</u> daily trips.
(No of FT employees) + (No of PT employees/2) + (sum of visitor and truck <u>trips</u> x .38)	=	<u>33.13</u> PM peak trips.

Maximum Daily Weekend Traffic (non-harvest Saturday)

Number of FT employees (on Saturdays): <u>15</u> x 3.05 one-way trips per employee	=	<u>45.75</u> daily trips.
Number of PT employees (on Saturdays): <u>6</u> x 1.90 one-way trips per employee	=	<u>11.40</u> daily trips.
Anticipated Saturday visitors: <u>50</u> / 2.8 visitors per vehicle x 2 one-way trips	=	<u>35.71</u> daily trips.
Total	=	<u>92.86</u> daily trips.
(No of FT employees) + (No of PT employees/2) + (visitor <u>trips</u> x .57)	=	<u>52.93</u> PM peak trips.

Maximum Daily Weekend Traffic – Saturday Harvest Season

Number of FT employees (during crush): <u>15</u> x 3.05 one-way trips per employee	=	<u>45.75</u> daily trips.
Number of PT employees (during crush): <u>12</u> x 1.90 one-way trips per employee	=	<u>22.80</u> daily trips.
Anticipated Saturday visitors: <u>50</u> / 2.8 visitors per vehicle x 2 one-way trips	=	<u>35.71</u> daily trips.
Gallons of production: <u>75,000</u> / 1,000 x .009 truck trips daily x 2 one-way trips	=	<u>1.35</u> daily trips.
Avg. annual tons of grape on-haul: <u>504</u> / 144 truck trips daily ⁴ x 2 one-way trips	=	<u>7</u> daily trips.
Total	=	<u>112.61</u> daily trips.

Largest Marketing Event- Additional Traffic

Number of event staff (largest event): <u>6</u> x 2 one-way trips per staff person	=	<u>12</u> trips.
Number of visitors (largest event): <u>165</u> / 2.8 visitors per vehicle x 2 one-way trips	=	<u>117.86</u> trips.
Number of special event truck trips (largest event): <u>6</u> x 2 one-way trips	=	<u>12</u> trips.

³ Assumes 1.47 materials & supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year (see *Traffic Information Sheet Addendum* for reference).

⁴ Assumes 4 tons per trip / 36 crush days per year (see *Traffic Information Sheet Addendum* for reference)



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: Vineyard 29, 022-200-027
Project number if known: 4115029.0
Contact person: Chuck McMinn
Contact email & phone number: chuck@vineyard29.com, (707) 967-5410
Today's date: May 12, 2020

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.

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.

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 CO₂e and add the County's carbon stock.

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 _____

Typical annual fuel consumption or VMT _____

Number of alternative fuel vehicles 1 _____

Type of fuel/vehicle(s) Tesla _____

Potential annual fuel or VMT savings 8,000 miles/year _____

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).

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 Doing Plan To Do

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

See description below under BMP-5.

- 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.

- 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.

All fermentation and cave production lighting is LED

- 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.

- 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!

Bike racks are proposed. The owner will buy a bike for employees that wish to ride to work.

- 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.

The owner is a proponent of the vinetrail expansion and is donating land to accommodate the trail. The vinetrail will significantly increase the ease with which employees and visitors can access the site by bicycle.

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.

Process wastewater is proposed to be treated and used for irrigation, reducing irrigation demand of the site.

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%.

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.

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.

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.

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.

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.

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.

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.

There are currently 4 EV charging stations on site

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.

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.

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.

The only proposed site improvements are to add a PWW treatment system and driveway. This requires no removal of trees.

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.

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.
-

- 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.
Employee edible garden
-

- 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.

Existing on site power generation and proposed biofiltro system are highlighted to guests

- 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.

- BMP-32 Retain biomass removed via pruning and thinning by chipping the material and reusing it rather than burning on-site**
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?**
The owners work with the vinetrail extend past the winery site location and benefits all of Napa County

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

Comments and Suggestions on this form?

Sources:

1. *Napa County Bicycle Plan, NCTPA, December 2011*
2. *California Air Pollution Control Officers Associate (CAPCOA). January 2008. CEQA and Climate Change*
3. *Napa County General Plan, June 2008.*
4. *California Office of the Attorney General. 2010. Addressing Climate Change at at the Project Level available at http://ag.ca.gov/global_warming/pdf/GW_mitigation_measures.pdf*
5. *U.S. Green Building Council (2009). LEED 2009 for New Construction and Major Renovations Rating System. Washington, DC: United States Green Building Council, Inc.*
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.*
7. *U.S. Department of Energy (2010). Cool roof fact sheet.*
8. <http://www1.eere.energy.gov/buildings/ssl/ledlightingfacts.html>
9. *Compact Fluorescent Light Bulbs". Energy Star. Retrieved 2013-05-01.*
10. <http://energy.gov/energysaver/articles/solar-water-heaters>. Retrieved 2013-05-02.
11. <http://energy.gov/energysaver/articles/solar-water-heater>. Retrieved 2013-05-09
12. http://www.bchydro.com/powersmart/residential/guides_tips/green-your-home/cooling_guide/shade_trees.html
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>