



# Meeting Minutes

## Napa County Planning Commission

District 1, Kara Brunzell (Chair)  
District 2, Walter Brooks  
District 3, Molly Moran Williams  
District 4, Pete Richmond (Vice-Chair)  
District 5, Megan Dameron

Brian D. Bordona, Director  
Laura Anderson, County Counsel  
Michael Parker, Planning Manager  
Alexandria Quackenbush, Meeting Clerk  
Angie Ramirez Vega, Meeting Clerk  
Aime Ramos, Meeting Clerk

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Wednesday, February 4, 2026

9:00 AM

Board of Supervisors Chambers  
1195 Third Street, Third Floor

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**1. CALL TO ORDER / ROLL CALL**

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

**2. PLEDGE OF ALLEGIANCE**

**3. CITIZEN COMMENTS AND RECOMMENDATIONS**

None

**4. APPROVAL OF MINUTES**

Motion by Commissioner Brooks to approve minutes for the January 21, 2026, regular meeting as presented, seconded by Commissioner Richmond

Vote: Carried 4-0-1

Yes: Brooks, Moran Williams, Brunzell, Richmond

No: None

Absent: Dameron

**5. AGENDA REVIEW**

Charlene Gallina gave the agenda review.

**6. DISCLOSURES**

Yes: Brooks, Richmond, Moran Williams, Brunzell

No: None

Absent: Dameron

**7. PUBLIC HEARING ITEMS**

**A. R & R LANDS, LLC/ NAPA VALLEY MUSEUM/MARKETPLACE-UNDER-STUDY / USE PERMIT MODIFICATION P25-00278-VMM**

**CEQA STATUS:** The proposed project is exempt from CEQA pursuant to 14 California Code of Regulations (CCR) Section 15061(b)(3) (State CEQA Guidelines) in that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

**REQUEST:** A Use Permit Modification to Use Permit P24-00072-UP & Variance P24-00241 for the Napa Valley Museum/Under-Study requesting the Planning Commission modify and/or eliminate Conditions of Approval regarding wastewater monitoring and seating for the Marketplace-Under-Study. The project was approved by the Planning Commission on October 2, 2024, subject to Conditions of Approval that included limitations on seating. The project is located on the southwest side of State Highway 29 at the intersection of White Lane across the highway at 607 South St. Helena Highway, St. Helena, CA 94574; APN: 027-150-001-000. The parcel size is 1.41 acres and is general plan designated as Agricultural Resource (AR) and within the Commercial Neighborhood (CN) zoning district.

**STAFF RECOMMENDATION:** On January 16, 2026, the applicant's representative submitted an email withdrawing this application request. Therefore, the public hearing for this item has been dropped from the agenda.

**STAFF CONTACT:** Charlene Gallina, Supervising Planner; (707)299-1355; [charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org)

**APPLICANT CONTACT:** Justin Williams, Restaurant 209, 2416 E. Wichita, KS, 67219; (316) 847-4821; [justin.williams@pressnapavalley.com](mailto:justin.williams@pressnapavalley.com) (aka: Marketplace-Under-Study)

**APPLICANT REPRESENTATIVE:** Jeff Dodd, Esq., 700 Main St. Suite 301, Napa, 94559; (707) 603-2722; [jdodd@coblenzlaw.com](mailto:jdodd@coblenzlaw.com)

CONTINUED FROM THE DECEMBER 17, 2025, PLANNING COMMISSION MEETING.

Item was withdrawn

No action was taken

**B. JEFF SMITH / HOURGLASS WINERY / USE PERMIT MAJOR MODIFICATION P19-00102-MOD, VIEWSHED P23-00278-VIEW, EXCEPTION TO THE CONSERVATION REGULATIONS P23-00279-UP, AND EXCEPTION TO THE ROADS AND STREET STANDARDS**

**CEQA STATUS:** Consideration and possible adoption of a Mitigated Negative Declaration. According to the proposed Mitigated Negative Declaration, the proposed project would not have

any potentially significant environmental impacts after implementation of Mitigation Measures. Mitigation measures are proposed for the following area: Biological Resources and Tribal Cultural Resources. In accordance with Section 15105(b) of the California Environmental Quality Act (CEQA) Guidelines, Napa County submitted the proposed Initial Study/Negative Declaration to the State Clearinghouse for a 30-day review period beginning January 1, 2026, and running through January 30, 2026 (State Clearinghouse No. SCH 2025121182) <https://ceqasubmit.opr.ca.gov/>. This project is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5.

**REQUEST:** This application was submitted to participate in the County's Code Compliance Program as described in Resolution No. 2018-164 adopted by the Napa County Board of Supervisors on December 4, 2018. The proposal is to grant a modification to Use Permit No. P06-01161-UP and subsequent modifications, to allow the following: A. Components Necessary to Remedy Existing Violations: 1) Excavation of approximately 1,300 cubic yards of spoils and the removal of 0.1 acre of vineyard associated with the construction of improvements to the project driveway, as detailed on the plans prepared by Albion Surveys, Inc, dated October 2, 2023, and required prior to the recognition of an increase of Tours and Tastings, and increase in employee count; 2) Removal of one (1) oak tree associated with driveway improvements, and the planting of three (3) replacement oak trees (at a 3:1 ratio) on the project parcel; 3) Remove two water tanks and associated utilities, located on slopes in excess of 50%, and restoration of the site; 4) Recognition and approval of 18 visitors per day for by-appointment Tours and Tastings with a weekly maximum of 126 visitors. The winery was approved for ten (10) visitors per day with a maximum of twenty-two (22) visitors per week; 5) Recognition and approval of two (2) full-time employees and two (2) 26-204 Page 4 of 9 Planning Commission Agenda February 4, 2026 harvest employees. The winery was approved for one (1) full-time employee and two (2) harvest employees; 6) Approval of an Exception to the Napa County Road and Street Standards (RSS) to construct a modified driveway design that serves the same overall practical effect of the RSS; and 7) Approval of an Exemption to the Conservation Regulations to expand the existing driveway within the stream setback. B. Expansion Beyond Existing Entitlements: 1) Increase production capacity from 30,000 gallons per year to 65,000 gallons per year; 2) Construct 28,382 sq. ft. of additions to the existing Type 3 Cave, expanding the new total cave area to 38,782 sq. ft., including 36,573 sq. ft. of production area (barrel storage, cold room, wine storage, etc.) and 2,209 sq. ft. for uses accessory to a winery (hospitality area, catering kitchen, and restrooms); 3) Construct a 3,889 sq. ft. utility area, connected to the southeastern cave portal ingress/egress; 4) Construct a 6,555 sq. ft. hospitality building, including 296 sq. ft. of production area, and 6,259 sq. ft. for uses accessory to a winery; 5) Construct a 916 sq. ft. hospitality building for uses accessory to a winery, including a tasting room, patio, and restroom in conformance to the Viewshed Protection Program (Napa County Code Chapter 18.106); 6) Reconfigure the existing crush pad to accommodate an additional approximately nine (9) production tanks and associated catwalks; 7) Construct a 65,000 gallon water tank and pump house; 8) Approval of on-premises consumption of wines produced on-site on the outdoor patios/decks, outside of hospitality buildings, in accordance with Business and Professions Code Sections 23358, 23390 and 23396.5. No on-premises consumption was approved

for the winery; 9) Excavation of approximately 25,000 cubic yards of spoils associated with the construction of structural pads for the new accessory structures, and cave construction; 10) Removal of one (1) oak tree associated with construction of the proposed utility area, and the planting of 3 replacement oak trees (at a 3:1 ratio) on the project parcel; 11) Increase the number of onsite parking spaces from nine (9) to fourteen (14); 12) Increase visitation from 18 visitors per day (recognized above) to 20 visitors per day for by-appointment Tours and Tastings with a weekly maximum of 140 visitors (126 maximum weekly visitors recognized above); 13) Increase employment from two (2) full-time employees and two (2) Page 5 of 9 Planning Commission Agenda February 4, 2026 harvest employees (recognized above) to ten (10) full-time employees and two (2) harvest employees; 14) Increase the marketing program to allow: Fifty-four (54) events per year with a maximum of 30 guests, one (1) event per year with a maximum of 100 guests, three (3) events per year with a maximum of 250 guests, and one (1) event per year with a maximum of 500 guests. Events to include catered food. Daily tours and tastings shall not occur on days with marketing events; 15) Installation of wastewater improvements, as detailed in the Wastewater Feasibility Study prepared by Applied Civil Engineering, dated February 3, 2023; 16) Installation of a public water system; and 17) Landscaping, and other improvements typically associated with wineries. The project is located on an approximately 39-acre and 6-acre site within the Agricultural Watershed (AW) zoning district with a General Plan land use designations of Agriculture, Watershed, and Open Space (AWOS) and Agricultural Resource (AR) at 817 Lommel Road, Calistoga, CA 94515. APNs 021-010-080-000 (winery parcel) and 021-010-081-000 (parcel with additional vineyards) (Formerly APN 021-010-001-000, 018-060-024-000, and 018-060-084-000 - revised per Lot Line Adjustment LLA No. W23-00056 (Recorded May 31, 2024).

**STAFF RECOMMENDATION:** Adopt the Initial Study/ Mitigated Negative Declaration prepared for the project and approve Use Permit Major Modification No. P19-00102-MOD, Viewshed Protection Program No. P23-00278-VIEW, Exception to the Conservation Regulations No. P23-00279-UP, and Exception to the Road and Street Standards, as conditioned.

**STAFF CONTACT:** Matt Ringel, Planner III, [Matthew.ringel@countyofnapa.org](mailto:Matthew.ringel@countyofnapa.org), (707) 299-1351

**APPLICANT CONTACT:** Jeff Smith, 1104 Adams Street, Suite 104, St. Helena, CA 94574, [jrsmith@napanet.net](mailto:jrsmith@napanet.net), (707) 968-9332.

**APPLICANT REPRESENTATIVE:** Jon Webb, New Albion Surveys, Inc., 1113 Hunt Avenue, St. Helena, CA 94574, [jwebb@albionsurveys.com](mailto:jwebb@albionsurveys.com), (707)963-1217.

Chair Brunzell opened public comment, no public comments were made.

Motion was made by Commissioner Brooks to adopt the Initial Study/ Mitigated Negative Declaration based on recommended Findings 1-7 in Attachment A; 2. Approve the Exception to the Road and Street Standards based on recommended Findings 8-9 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B; 3. Approve the Viewshed Protection Program request (P23-00278-VIEW) based on recommended Findings 10-16 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B; 4. Approve the Exemption to

the Conservation Regulations request (P23-00279-UP) based on recommended Findings 17-24 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B; and 5. Approve the Use Permit Major Modification request (P19-00102-MOD) based on recommended Findings 25-29 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B; augmented by the addition of the fire safety plan as presented; additionally, the 3 corrections from the staff report, seconded by Commissioner Molly Williams,

Vote: Carried 4-0-1

Yes: Richmond, Moran Williams, Brunzell, Brooks

No: None

Absent: Dameron

**C. STEVE MCPHERSON / PROMISE WINERY / VARIENCE P25-00283, USE PERMIT P22-00384-UP, AND EXCEPTION TO THE NAPA COUNTY ROAD AND STREET STANDARDS**

**CEQA STATUS:** Consideration and possible adoption of a Mitigated Negative Declaration. According to the proposed Mitigated Negative Declaration (State Clearing House No. 2025120435), the proposed project would not have any potentially significant environmental impacts after implementation of mitigation measures. Mitigation measures are proposed for the following areas: Biological and Tribal Cultural Resources. The project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

**REQUEST:** Approval of a Variance to the 300-foot winery setback from a private road and the 600-foot winery setback from Sage Canyon Rd/Hwy 128 to allow winery buildings in the setbacks; a Use Permit to establish a new phased 30,000 gallons per year winery, including the conversion and expansion of an existing barn to a winery, construction of a wine cave and covered crush pad/bottling area for wine production, conversion of an existing accessory dwelling unit to a tasting room, construction of an unenclosed covered parking structure, associated tours and tastings by appointment only, and establishment of a marketing program; and an exception to the Napa County Road and Street Standards (RSS) for project driveway improvements that serve the same overall practical effect of the Napa County Road and Street Standards. The project is located on an approximately 62.56-acre site within the Agricultural Watershed (AW) zoning district with a General Plan land use designation of Agriculture, Watershed, and Open Space (AWOS) at 2004 Sage Canyon Rd, St. Helena, CA 94574; APN: 032-520-009.

**STAFF RECOMMENDATION:** Adopt the Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program prepared for the project and approve the Variance No. P25-00283, Exception to the Road and Street Standards, and Use Permit No. P22-00384, as conditioned.

**STAFF CONTACT:** Hannah Spencer, Planner III; [Hannah.spencer@countyofnapa.org](mailto:Hannah.spencer@countyofnapa.org), (707) 253-4018

**APPLICANT CONTACT:** Steve McPherson, 2004 Sage Canyon Rd, Saint Helena, CA 94574

**APPLICANT REPRESENTATIVE:** Josh Devore, DP&F Law, 1500 First Street, Suite 200, Napa, CA 94559; jdevore@dpf-law.com, (707) 261-7000.

Chair Brunzell opened public comment, no public comments were made.

Motion was made by Commissioner Molly Williams to adopt the Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program (MMRP) based on recommended Findings 1-7 in Attachment C; 2. Approve the Variance request (P25-00283-VAR) based on recommended Findings 8-12 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B; 3. Approve the Exception to the Road and Street Standards based on recommended Findings 13-15 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B; 4. Approve the Use Permit (P22-00384) based on recommended Findings 16-19 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B. as amended, with the addition of the amendment to the condition of approval related to shuttling, to strike the requirement for small events and require shuttling for large events unless there is a parking plan in place with the fire marshal, seconded by Commissioner Richmond.

Vote: Carried 3-1-1

Yes: Richmond, Moran Williams, Brunzell,

No: Brooks

Absent: Dameron

**8. ADMINISTRATIVE ITEMS - None**

**9. DIRECTOR OR DIRECTOR'S DESIGNEE REPORT**

DISCUSSION OF ITEMS FOR THE ***FEBRUARY 18, 2026, REGULAR MEETING***

Michael Parker announced that the February 18, 2026, meeting will be cancelled.

BOARD OF SUPERVISORS ACTIONS - None

OTHER DEPARTMENT ACTIVITIES - None

CODE COMPLIANCE REPORT - None

ZONING ADMINISTRATOR ACTIONS - None

OTHER PENDING PROJECT'S STATUS - None

**10. COMMISSIONER COMMENTS / COMMITTEE REPORTS**

Chair Brunzell reported that she attended the meeting of the Airport Advisory Committee on Monday

**11. ADJOURNMENT**

Meeting adjourned at 11:17 am

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AIME RAMOS, Meeting Clerk