



## Meeting Minutes

### Napa County Planning Commission

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

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

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Wednesday, April 2, 2025

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, Megan Dameron, Pete Richmond, Walter Brooks

Commissioners Absent: Heather Phillips-Resigned as of 4/1/25

**2. PLEDGE OF ALLEGIANCE**

Led by Chair Dameron

**3. CITIZEN COMMENTS AND RECOMMENDATIONS**

None.

**4. APPROVAL OF MINUTES**

Motion by Commissioner Brunzell to approve minutes for the March 19, 2025, regular meeting as presented, seconded by Commissioner Brooks.

Vote: Carried 4-0-0

Yes: Brunzell, Brooks, Richmond, Dameron

No: None

Absent: None

**5. AGENDA REVIEW**

Charlene Gallina gave the agenda review.

**6. DISCLOSURES**

Yes: Richmond, Brunzell, Brooks, Dameron

No: None

**7. PUBLIC HEARING ITEMS**

**A. DARIO SATTUI / CASTELLO DI AMOROSA / USE PERMIT MAJOR  
MODIFICATION APPLICATION #P19-00459-MOD**

**CEQA STATUS:** Consideration and possible adoption of Categorical Exemptions, Class 1, 2, 3, 4, and 11. Article 19 of the State Guidelines for Implementation of the California Environmental Quality Act (CEQA Guidelines) establishes a list of classes of projects that are categorically exempt from the provisions of CEQA. Based on the proposed project as described below, the project meets the criteria for eligibility as Categorically Exempt from CEQA. The project will not impact an environmental resource of hazardous or critical concern, has no cumulative impact, there is no reasonable possibility that the activity may have a significant effect on the environment due to unusual circumstances, will not result in damage to scenic resources, is not located on a list of hazardous waste sites, or cause substantial adverse change in the significance of a historical resource. See Class 1 (“Existing Facilities”), Class 2 (“Replacement or Reconstruction”), Class 3 (“New Construction or Conversion of Small Structures”), Class 4 (“Minor Alterations to Land”), and Class 11 (“Accessory Structures”) which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301, §15302, §15303, §15304, and §15311. The project is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

**REQUEST:** This application was processed under 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. U-278485 and subsequent modifications, to recognize and approve items that are out of compliance with permitted entitlements. Project components include an increase in the number of employees, daily visitation, marketing events, and conducting hospitality activities in portions of the winery building and cave previously approved for production uses. The application separately requests an increase in parking spaces, installation of a replacement well, and additional hospitality areas for marketing events. The Winery Parcel is located on an approximately 40-acre parcel at 4045 North St. Helena Highway. The parcel is within the AW (Agricultural Watershed) zoning district, with a General Plan designation AWOS (Agriculture, Watershed and Open Space). APN 020-390-012 (SFAP) and APN 020-230-001 (SFAP)

**STAFF RECOMMENDATION:** Find the Project Categorically Exempt from CEQA and approve Use Permit Modification P19-00459, as conditioned.

**STAFF CONTACT:** Emily Hedge, Planner III, (707) 259-8226 or [emily.hedge@countyofnapa.org](mailto:emily.hedge@countyofnapa.org)

**APPLICANT CONTACT:** Dario Sattui, (707) 967-6260 or [dario@castellowines.com](mailto:dario@castellowines.com)

**PROJECT AGENT:** Georg Salzner, (707) 967-6261, [georg@castellodiamorosa.com](mailto:georg@castellodiamorosa.com)



**APPLICANT REPRESENTATIVE:** Scott Greenwood-Meinert, (415) 772-5741.

[sgreenwood-meinert@coblentzlaw.com](mailto:sgreenwood-meinert@coblentzlaw.com)

Chair Dameron opened public comment, three comments were received. Chair Dameron closed public comment. Motion by Commissioner Brooks to find the project Categorically Exempt from CEQA, based on recommended Findings 1 through 3 of Attachment A; and 2. Approve Use Permit Modification P19-00459 based on Recommended Findings 4 through 8 of Attachment A, and subject to the recommended Conditions of Approval as revised in Attachment B and seconded by Commissioner Brunzell

Vote: Carried 4-0-0

Yes: Brooks, Brunzell, Richmond, Dameron

No: None

Absent: None

## **8. ADMINISTRATIVE ITEMS**

### **A. PROPOSED UPDATES AND REVISIONS TO THE PLANNING COMMISSION'S BYLAWS.**

**REQUEST:** Discussion, direction, and a possible vote regarding various updates and revisions to the Planning Commission's Bylaws concerning applicant presentations, public testimony protocol, deadlines for submittal of materials to be considered by the Commission, non-substantive changes to correct outdated nomenclature, and additional changes to better align with the Board of Supervisors' Policies for Conducting Business. The Commission's final recommendations will be forwarded to the Board of Supervisors for adoption.

**STAFF RECOMMENDATION:** Recommend that the Board of Supervisors approve the proposed updates and revisions to the existing Planning Commission Bylaws.

**STAFF CONTACT:** Michael Parker, Planning Manager, [michael.parker@countyofnapa.org](mailto:michael.parker@countyofnapa.org) and Charlene Gallina, Supervising Planner, [charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org)

Chair Dameron opened public comment, one comment was received. Chair Dameron closed public comment.

Motion was made by Commissioner Brunzell to to move adopt the he proposed changes include: 1) updating the outdated name of the Department and Commission, as well as the Meeting Secretary; 2) timelines for applicant presentations; 3), public testimony protocol; 4) deadlines for submittal of materials to be considered by the Commission; and 5) other edits that align with the Board of Supervisors' Policies for Conducting Business, creating better consistency between the Commission and the Board, seconded by Commissioner Richmond.

Vote Carried: 4-0-0

Yes: Brunzell, Richmond, Brooks, Dameron

No: None

### **B. CONSERVATION REGULATIONS PRESENTATION**

**REQUEST:** Presentation and discussion on the Conservation Regulations Napa County Code (NCC) 18.108, including Use Permit Exceptions to the Conservation Regulations, as well as

discussion of the Erosion Control Plan (ECPs) process. This item is for educational/informational purposes and is not intended as a forum to initiate changes to processing of applications.

**STAFF RECOMMENDATION:** Informational Item. No action is necessary.

**STAFF CONTACT:** Dana Morrison, Supervising Planner, (707) 253 - 4437) or [dana.morrison@countyofnapa.org](mailto:dana.morrison@countyofnapa.org)

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

Commissioners asked and Dana Morrison responded to questions; no action required.

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

DISCUSSION OF ITEMS FOR THE *APRIL 16, 2025, REGULAR MEETING*

Michael Parker discussed potential items for the April 16, 2025, meeting.

BOARD OF SUPERVISORS ACTIONS

None

OTHER DEPARTMENT ACTIVITIES

None

CODE COMPLIANCE REPORT

None.

ZONING ADMINISTRATOR ACTIONS

Michael Parker reported on project actions.

OTHER PENDING PROJECT'S STATUS

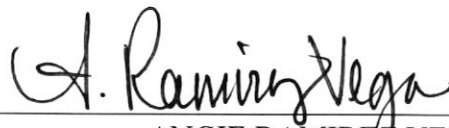
Michael Parker reported on cancelling the May 21, 2025, PC meeting due to lack of quorum.

**10. COMMISSIONER COMMENTS / COMMITTEE REPORTS**

➤ Chair Dameron reported out on the Wildlife Conservation committee.

**11. ADJOURNMENT**

Meeting adjourned at 12:03pm



ANGIE RAMIREZ VEGA, Meeting Clerk