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Recommended Conditions of Approval and Final Agency Approval Memos

ZONING ADMINISTRATOR HEARING – JULY 22, 2026

RECOMMENDED CONDITIONS OF APPROVAL

Ontrail Vineyards Micro-Winery Use Permit

Application Number P25-00139-UP

3252 Silverado Trail, Napa

APN 039-610-003

This permit encompasses and shall be limited to the project commonly known as Ontrail Vineyards Micro-Winery, located at 3252 Silverado Trail. Part I encompasses the Project Scope and general conditions pertaining to statutory and local code references, project monitoring, and the process for any future changes or activities. Part II encompasses the ongoing conditions relevant to the operation of the project. Part III encompasses the conditions relevant to construction and the prerequisites for a Final Certificate of Occupancy. It is the responsibility of the permittee to communicate the requirements of these conditions and mitigations (if any) to all designers, contractors, employees, and guests of the winery to ensure compliance is achieved.

Where conditions are not applicable or relevant to this project, they shall be noted as “Reserved” and therefore have been removed.

When modifying a legally established entitlement related to this project, these conditions are not intended to be retroactive or to have any effect on existing vested rights except where specifically indicated.

PART I

1.0 Project Scope

The permit encompasses and shall be limited to:

- 1.1 Approval of a phased Micro-Winery Use Permit for a 5,000 gallon per year winery with the following:
Phase 1 (Note: Phase 1 is the initial phase and it shall be implemented prior to Phase 2 or Phase 3):
 - a. Convert the existing 1,951 sq. ft. barn to production space for barrel fermentation and aging of up to 5,000 gallons of wine per year, with all crush activities occurring at an offsite facility, and utilizing an on-site self-contained mobile bottling services, which will be located south of the existing barn.
 - b. Convert the existing 529 sq. ft. farm labor office to winery tasting and accessory uses.
 - c. By appointment visitation, tours and tasting, retail wine sales as set forth in Conditions of Approval (COAs) Nos. 4.1 through 4.4 below.
 - d. On-premises consumption of wine (Business and Professions Code Section 23358, 23390, and 23396.5) as set forth in COA No 4.4 below.

- e. Hours of operation include seven days a week from 8 a.m. to 5 p.m., except during harvest for production, and seven days a week from 9 a.m. to 6 p.m. for visitation.
- f. One (1) full-time and one (1) part-time employee.
- g. Installation of four (4) parking spaces [one (1) accessible, two (2) standard, and one (1) compact].
- h. Construction of a fire truck turnaround south of the proposed Fire Truck Staging Area.
- i. Use of an existing domestic wastewater treatment system to serve the tasting room and winery. No winery process wastewater shall be generated during Phase 1; cleaning of equipment shall will occur offsite.
- j. Use of an existing groundwater well (Well #1).
- k. Improve the existing driveway to comply with the Napa County Road and Street Standards.

Phase 2 consists of the following:

- a. Convert the 1,951 sq. ft. barn to a non-winery use.
- b. Construct either a new 4,103 sq. ft. winery building or a 2,152 sq. ft winery building (provided the 1,951 sq. ft. barn continues use as a winery building).
- c. Installation of five each 5,000-gallon water storage tanks.
- d. Removal of 0.13 acres of existing vineyards to accommodate the new 4,103 sq. ft. winery production building.

Phase 3 consists of the following

- a. Construction of a 730 sq. ft. covered crush pad.
- b. Construction of a fire truck turnaround in between the farm labor office and proposed new winery building.
- c. On-site production and the installation of either a production wastewater system to accommodate on-site treatment or utilization of a hold and haul wastewater system.

Phases 2 and 3 may occur any time after completion of Phase 1 improvements.

The winery shall be designed in substantial conformance with the submitted site plan, elevation drawings, and other submittal materials and shall comply with all requirements of the Napa County Code (the County Code). It is the responsibility of the permittee to communicate the requirements of these conditions and mitigations (if any) to all designers, contractors, employees, and guests of the winery to ensure compliance is achieved. Any expansion or change in winery use or alternative locations for fire suppression or other types of water tanks shall be approved in accordance with the County Code and may be subject to the permit modification process.

2.0 Statutory and Code Section References

All references to statutes and code sections shall refer to their successor as those sections or statutes may be subsequently amended from time to time.

3.0 MONITORING COSTS

All staff costs associated with monitoring compliance with these conditions, previous permit conditions, and project revisions shall be borne by the permittee and/or property owner. Costs associated with conditions of approval and mitigation measures that require monitoring, including investigation of complaints, other than those costs related to investigation of complaints of non-compliance that are determined to be unfounded, shall be charged to the property owner or permittee. Costs shall be as established by resolution of the Board of Supervisors in accordance with the hourly consulting rate established at the time of the monitoring and shall include maintenance of a \$500 deposit for construction compliance monitoring that shall be retained until issuance of a Final Certificate of Occupancy. Violations of conditions of approval or mitigation measures caused by the permittee's contractors, employees, and/or guests are the responsibility of the permittee.

The Planning Commission may implement an audit program if compliance deficiencies are noted. If evidence of a compliance deficiency is found to exist by the Planning Commission at some time in the future, the Planning Commission may institute the program at the applicant's expense (including requiring a deposit of funds in an amount determined by the Commission) as needed until compliance assurance is achieved. The Planning Commission may also use the data, if so warranted, to commence revocation proceedings in accordance with the County Code.

PART II

4.0 OPERATIONAL CHARACTERISTICS OF THE PROJECT

Permittee shall comply with the following during operation of the winery:

4.1 GENERAL PROVISIONS

Consistent with the County Code, tours and tastings and marketing may occur at a winery only where such activities are accessory and "clearly incidental, related, and subordinate to the primary operation of the winery as a production facility."

Tours and tastings (defined below) may include food and wine pairings, where all such food service is provided without charge except to the extent of cost recovery and is incidental to the tasting of wine. Food service may not involve menu options and meal service such that the winery functions as a café or restaurant.

Retail sales of wine shall be permitted as set forth in the County Code.

4.2 TOURS AND TASTINGS/VISITATION

Tours and tastings shall be by appointment only and shall be limited to the following:

- a. Frequency: Seven (7) days per week, Monday through Sunday
- b. Maximum number of persons per day: 10
- c. Maximum number of persons per week: 70

- d. Hours of visitation: 9 a.m. to 6 p.m.
- e. Food at tours and tastings shall be limited to prepackaged food.

“Tours and tastings” means tours of the winery and/or tastings of wine, where such tours and tastings are limited to persons who have made unsolicited prior appointments for tours or tastings. To the maximum extent feasible, scheduling of visitors shall not occur during peak travel times 4:00 to 5:00 p.m.

A log book (or similar record) shall be maintained to document the number of visitors to the winery (for either tours and tastings or marketing events), and the dates of the visits. This record of visitors shall be made available to the Planning, Building and Environmental Services (PBES) Department upon request.

4.3 *MARKETING [RESERVED]*

4.4 *ON-PREMISES CONSUMPTION*

In accordance with State law and the PBES Director’s July 17, 2008, memo, “Assembly Bill 2004 (Evans) & the Sale of Wine for Consumption On-Premises,” on-premises consumption of wine produced on-site and purchased from the winery may occur solely in the 2,500 sq. ft. area located on the outdoor patio of the tasting room. Any and all visitation associated with on-premises consumption shall be subject to the maximum per person weekday and weekend daily tours and tastings visitation limitation set forth in COA No.4.2 above.

4.5 *RESIDENCE OR NON-WINERY STRUCTURES*

Unless specifically authorized by this permit or a previously approved permit, the existing two single-family residences, shall not be used for commercial purposes or in conjunction with the operation and/or visitation for the winery. If either residence is rented, it shall only be rented for periods of 30 days or more, pursuant to the County Code.

4.6 *GRAPE SOURCE [RESERVED]*

4.7 *COMPLIANCE REVIEW*

Permittee shall obtain and maintain all permits (use permits and modifications) and licenses from the California Department of Alcoholic Beverage Control (ABC) and United States Tax and Trade Bureau (TTB), and California Department of Food and Agriculture (CDFA) Grape Crush Inquiry data, all of which are required to produce and sell wine. In the event the required ABC and/or TTB permits and/or licenses are suspended or revoked, permittee shall cease marketing events and tours and tastings until such time as those ABC and/or TTB permits and licenses are reinstated.

Visitation log books, visitor reports, custom crush client records, and any additional documentation determined by Staff to be necessary to evaluate compliance may be requested by the County for any code compliance. The permittee (and their successors) shall be required to participate fully in the winery code compliance review process.

4.8 *RENTAL/LEASING*

No winery facilities, or portions thereof, including, without limitation, any kitchens, barrel storage areas, or warehousing space, shall be rented, leased, or used by entities other than persons producing and/or storing wine at the winery, such as alternating proprietors and custom producers, except as may be specifically authorized in this Permit or pursuant to the Temporary Events Ordinance (County Code Chapter 5.36).

4.9 *GROUND WATER MANAGEMENT – WELLS [RESERVED]*

4.10 *AMPLIFIED MUSIC*

There shall be no amplified sound system or amplified music utilized outside of approved, enclosed, winery buildings.

4.11 *TRAFFIC*

To the maximum extent feasible, scheduling of reoccurring vehicle trips to and from the site for employees and deliveries shall not occur during peak travel times (4:00 to 5:00 p.m. weekdays; 1:45 to 2:45 p.m. Saturdays; and 1:45 to 2:45 p.m. Sundays). All road improvements on private property required per Engineering Services shall be maintained in good working condition and in accordance with the Napa County Roads and Streets Standards.

4.12 *PARKING*

The location of visitor parking and truck loading zone areas shall be identified along with proposed circulation and traffic control signage (if any).

Parking shall be limited to approved parking spaces only and shall not occur along access or public roads or in other locations except during harvest activities and approved marketing events. In no case shall parking impede emergency vehicle access or public roads.

4.13 *BUILDING DIVISION – USE OR OCCUPANCY CHANGES*

Please contact the Building Division with any questions regarding the following:

In accordance with the California Building Code (CBC), no change shall be made in the use of occupancy of an existing building unless the building is made to comply with the requirements of the current CBC for a new building.

4.14 *FIRE DEPARTMENT – TEMPORARY STRUCTURES [RESERVED]*

4.15 *NAPA COUNTY MOSQUITO ABATEMENT PROGRAM [RESERVED]*

4.16 *GENERAL PROPERTY MAINTENANCE – LIGHTING, LANDSCAPING, PAINTING, OUTDOOR EQUIPMENT STORAGE, AND TRASH ENCLOSURE AREAS*

- a. All lighting shall be permanently maintained in accordance with the lighting and building plans approved by the County. Lighting utilized during harvest activities is exempt from this requirement.

- b. All landscaping and outdoor screening, storage, and utility structures shall be permanently maintained in accordance with the landscaping and building plans approved by the County. No stored items shall exceed the height of the screening. Exterior winery equipment shall be maintained so as to not create a noise disturbance or exceed noise thresholds in the County Code.
- c. The colors used for the roof, exterior walls and built landscaping features of the winery shall be limited to earth tones that will blend the facility into the colors of the surrounding site specific vegetation. The permittee shall obtain the written approval of the Planning Division prior to any change in paint colors that differs from the approved building permit. Highly reflective surfaces are prohibited.
- d. Designated trash enclosure areas shall be made available and properly maintained for intended use.

4.17 NO TEMPORARY SIGNS

Temporary off-site signage, such as "A-Frame" signs, is prohibited.

4.18 COMPLIANCE WITH OTHER DEPARTMENTS AND AGENCIES – OPERATIONAL CONDITIONS

The attached project conditions of approval include all of the following County Divisions, Departments and Agencies' requirements. Without limiting the force of those other requirements which may be applicable, the following are incorporated by reference as enumerated herein:

- a. Engineering Services Division operational conditions as stated in their Memorandum dated December 1, 2025.
- b. Environmental Health Division operational conditions as stated in their Memorandum dated December 1, 2025.
- c. Building Division operational conditions as stated in their Memorandum dated November 12, 2025.
- d. Department of Public Works operational conditions as stated in their Memorandum dated October 27, 2025.
- e. Fire Department operational conditions as stated in their Inter-Office Memo dated February 10, 2026.

The determination as to whether or not the permittee has substantially complied with the requirements of other County Divisions, Departments and Agencies shall be determined by those County Divisions, Departments or Agencies. The inability to substantially comply with the requirements of other County Divisions, Departments and Agencies may result in the need to modify this permit.

4.19 OPERATIONAL MITIGATION MEASURES **[RESERVED]**

4.20 OTHER CONDITIONS APPLICABLE TO THE OPERATIONAL ASPECTS OF THE PROJECT

- a. No marketing events as defined in County Code Section 18.08.370 shall be allowed
- b. No subsequent application for an increase in the production of wine or tasting room visitation shall be considered within two years after the approval of this permit.
- c. At least 75% of the grapes used in fermentation on-site are grown on the same property as the micro-winery or contiguous parcels under the same ownership. For the purpose of the section, “the same property as the micro-winery” means any parcel or parcels identified as included within the Use Permit application. The permittee shall keep records of annual production documenting the source of grapes to verify that 75% of the annual production is estate grown. The report shall recognize the Agriculture Commission’s format for County of origin of grapes and juice used in the Winery Production Process. The report shall be provided to the PBES Department upon request, but shall be considered proprietary information and not available to the public.
- d. Groundwater Management – Well #1, #2, and #3 shall be limited to 5.99 af/yr of groundwater per year for the winery, residential uses and agricultural (utilizing Well #1) on the parcel. A Groundwater Demand Management Program shall be developed and implemented for the property as outlined in COA 6.15(b) below.
- e. Reserved
- f. The winery will not operate the crush pad between the hours of 10:00 p.m. and 7 a.m.

In the event that changed circumstances or significant new information provide substantial evidence¹ that the groundwater system referenced in the Use Permit would significantly affect the groundwater basin, the PBES Director shall be authorized to recommend additional reasonable conditions on the permittee, or revocation of this permit, as necessary to meet the requirements of the County Code and to protect public health, safety, and welfare.

4.21 PREVIOUS CONDITIONS **[RESERVED]**

PART III

¹ Substantial evidence is defined by case law as evidence that is of ponderable legal significance, reasonable in nature, credible and of solid value. The following constitute substantial evidence: facts, reasonable assumptions predicated on facts; and expert opinions supported by facts. Argument, speculation, unsubstantiated opinion or narrative, or clearly inaccurate or erroneous information do not constitute substantial evidence.

5.0 PREREQUISITE FOR ISSUANCE OF PERMITS

5.1 PAYMENT OF FEES

No building, grading or sewage disposal permits shall be issued or other permits authorized until all accrued planning permit processing fees have been paid in full. This includes all fees associated with plan check and building inspections, associated development impact fees established by County Ordinance or Resolution, and the Napa County Affordable Housing Mitigation Fee in accordance with County Code.

6.0 GRADING/DEMOLITION/ENVIRONMENTAL/BUILDING PERMIT/OTHER PERMIT PREREQUISITES

Permittee shall comply with the following with the submittal of a grading, demolition, environmental, building and/or other applicable permit applications.

6.1 COMPLIANCE WITH OTHER DEPARTMENTS AND AGENCIES – PLAN REVIEW, CONSTRUCTION AND PREOCCUPANCY CONDITIONS

The attached project conditions of approval include all of the following County Divisions, Departments and Agencies' requirements. The permittee shall comply with all applicable building codes, zoning standards, and requirements of County Divisions, Departments and Agencies at the time of submittal and may be subject to change. Without limiting the force of those other requirements which may be applicable, the following are incorporated by reference as enumerated herein:

- a. Engineering Services Division operational conditions as stated in their Memorandum dated December 1, 2025.
- b. Environmental Health Division operational conditions as stated in their Memorandum dated December 1, 2025.
- c. Building Division operational conditions as stated in their Memorandum dated November 12, 2025.
- d. Department of Public Works operational conditions as stated in their Memorandum dated October 27, 2025.
- e. Fire Department operational conditions as stated in their Inter-Office Memo dated February 10, 2026.

The determination as to whether or not the permittee has substantially complied with the requirements of other County Divisions, Departments and Agencies shall be determined by those County Divisions, Departments or Agencies. The inability to substantially comply with the requirements of other County Divisions, Departments and Agencies may result in the need to modify the permit.

6.2 *BUILDING DIVISION – GENERAL CONDITIONS*

- a. A building permit shall be obtained for all construction occurring on the site not otherwise exempt by the California Building Code (CBC) or any State or local amendment adopted thereto.
- b. If there are any existing structures and/or buildings on the property that will need to be removed to accommodate construction activities, a separate demolition permit shall be required from the Building Division prior to removal. The permittee shall provide a “J” number from the Bay Area Air Quality Management District (BAAQMD) at the time the permittee applies for a demolition permit if applicable.
- c. All areas of newly designed and newly constructed buildings, facilities and on-site improvements must comply with the CBC accessibility requirements, as well as, American with Disability Act requirements when applicable. When alterations or additions are made to existing buildings or facilities, an accessible path of travel to the specific area of alteration or addition shall be provided as required per the CBC.

6.3 *LIGHTING – PLAN SUBMITTAL*

- a. Two (2) copies of a detailed lighting plan showing the location and specifications for all lighting fixtures to be installed on the property shall be submitted for Planning Division review and approval. All lighting shall comply with the CBC.
- a. All exterior lighting, including landscape lighting, shall be shielded and directed downward, shall be located as low to the ground as possible, shall be the minimum necessary for security, safety, or operations; on timers; and shall incorporate the use of motion detection sensors to the greatest extent practical. All lighting shall be shielded or placed such that it does not shine directly on adjacent properties or impact vehicles on adjacent streets. No flood-lighting or sodium lighting of the building is permitted, including architectural highlighting and spotting. Low-level lighting shall be utilized in parking areas as opposed to elevated high-intensity light standards. Lighting utilized during harvest activities is exempt from this requirement.

6.4 *LANDSCAPING – PLAN SUBMITTAL*

- a. Two (2) copies of a detailed final landscaping and irrigation plan, including parking details, shall be submitted with the building permit application package for the Planning Division’s review and approval prior to the issuance of any building permit associated with this Use Permit. The plan shall be prepared pursuant to the County’s Water Efficient Landscape Ordinance (Chapter 18.118 of the County Code) requirements in effect at the time of building permit application submittal, as applicable, and shall indicate the names and locations of all plant materials to be used along with their method of maintenance.

- b. Plant materials shall be purchased locally when practical, and to the greatest extent possible, the plant materials shall be the same native plants found in Napa County. The Agricultural Commissioner's office shall be notified of all impending deliveries of live plants with points of origin outside of Napa County.
- c. No trees greater than 6" diameter at breast height shall be removed, except for those identified on the submitted site plan. Any Oak trees removed as a result of the project shall be replaced at a 2:1 ratio and shown on the landscaping plans for the Planning Division's review and approval. Trees to be retained shall be protected during construction by fencing securely installed at the outer most dripline of the tree or trees. Such fencing shall be maintained throughout the duration of the work undertaken in connection with the winery development/construction. In no case shall construction material, debris or vehicles be stored in the fenced tree protection area.
- d. Evergreen screening shall be installed between the industrial portions of the operation (e.g. tanks, crushing area, parking area, etc.) and any off-site residence from which these areas can be viewed.

6.5 *COLORS*

The colors used for the roof, exterior walls and built landscaping features of the winery shall be limited to earth tones that will blend the facility into the colors of the surrounding site specific vegetation. The permittee shall obtain the written approval of the Planning Division in conjunction with building permit review and/or prior to painting the building. Highly reflective surfaces are prohibited.

6.6 *OUTDOOR STORAGE/SCREENING/UTILITIES*

- a. Details of outdoor storage areas and structures shall be included on the building and landscape plans. All outdoor storage of winery equipment shall be screened from the view of residences of adjacent properties by a visual barrier consisting of fencing or dense landscaping. No stored item shall exceed the height of the screening. Water and fuel tanks, and similar structures, shall be screened to the extent practical so as to not be visible from public roads and adjacent parcels.
- b. New utility lines required for this project that are visible from any designated scenic transportation route (see Community Character Element of the General Plan and the County Code) shall be placed underground or in an equivalent manner be made virtually invisible from the subject roadway.
- c. Exterior winery equipment shall be located, enclosed or muffled so as not to exceed noise thresholds in the County Code.

6.7 *TRASH ENCLOSURES*

Adequate area must be provided for collection and loading of garbage and recyclables generated by the project. The applicant must work with the franchised garbage hauler for

the service area in which they are located, in order to determine the area and the pedestrian and vehicle access needed for the collection site. The garbage and recycling enclosure shall meet the minimum enclosure requirements established by staff and the franchised hauler, which shall be included in the building permit submittal.

6.8 *ADDRESSING*

All project site addresses shall be determined by the PBES Director, and be reviewed and approved by the United States Post Office. The PBES Director reserves the right to issue or re-issue an appropriate situs address at the time of issuance of any building permit to ensure proper identification and sequencing of lot numbers. For multi-tenant or multiple structure projects, this includes building permits for later building modifications or tenant improvements.

6.9 *HISTORIC RESOURCES [RESERVED]*

6.10 *DEMOLITION ACTIVITIES [RESERVED]*

6.11 *VIEWSHED – EXECUTION OF USE RESTRICTION [RESERVED]*

6.12 *PERMIT PREREQUISITE MITIGATION MEASURES [RESERVED]*

6.13 *PARCEL CHANGE REQUIREMENTS [RESERVED]*

6.14 *FINAL MAPS [RESERVED]*

6.15 *OTHER CONDITIONS APPLICABLE TO THE PROJECT PERMITTING PROCESS*

a. In conjunction with building permit application submittal, the permittee shall provide documentation confirming to the Planning Division that all Greenhouse Gas Emissions Voluntary Best Management Practices Measures submitted with the project Micro-Winery application shall be addressed through project construction and/or implemented through winery operation.

b. Groundwater Demand Management Program

1. The permittee shall install meters on Well #1, #2, and #3. The meters shall be placed in a location that will allow for the measurement of all groundwater used for Well #1, #2, and #3. Prior to the issuance of a grading or building permit for the winery the permittee shall submit for review and approval by the PBES Director a groundwater demand management plan which includes a plan for the location and the configuration of the installation of a meter on the two wells serving the parcel.
2. The plan shall identify how best available technology and best management water conservation practices will be applied throughout the parcel.

3. The Plan shall identify how best management water conservation practices will be applied where possible in the structures on site. This includes but is not limited to the installation of low flow fixtures and appliances.
4. As groundwater consuming activity already exists on the property, meter installation and monitoring shall begin immediately and the first monitoring report is due to the County within 120 days of approval of this Use Permit.
5. For the first twelve months of operation under this permit, the permittee shall read the meter at the beginning of each month and provide the data to the PBES Director monthly. If the water usage on the property exceeds, or is on track to exceed, the maximum groundwater usage values in i through ii below, or if the permittee fails to report, additional reviews and analysis and/or a corrective action program at the permittee's expense shall be required to be submitted to the PBES Director for review and action. In addition to monthly meter readings, Permittee shall also provide well level data to the PBES Director.
 - i. Annual cumulative groundwater usage for Well #1, #2, and #3 shall not exceed 5.99 af/yr.
6. The permittee's wells shall be included in the Napa County Groundwater Monitoring program if the County finds the well suitable.
7. At the completion of the reporting period per 6.15(b)(5) above, and so long as the water usage is within the maximum acre-feet per year as specified above, the permittee may begin the following meter reading
 - i. On or near the first day of each month the permittee shall read the water meter and provide the data to the PBES Director during the first weeks of April and October. The PBES Director, or the Director's designated representative, has the right to access and verify the operation and readings of the meters during regular business hours.
- c. All water storage tanks shall meet setback and height requirements as set forth in Napa County Code Section 18.104.140.
- d. Cultural Monitoring Plan
 - i. The Permittee must meet and confer with the Mishewal Wappo Tribe of Alexander Valley Tribe, at least 45 days prior to commencing ground disturbance activities on the Project to address notification, protection, treatment, care, and handling of tribal cultural resources potentially discovered or disturbed during ground disturbance activities of the Project. All potential cultural resources unearthed by Project activities shall be evaluated by the project Tribal Cultural Advisor. The Tribe must have an opportunity to inspect and determine the nature of the resource and the best course of action for avoidance, protection and/or treatment

of tribal cultural resources to the extent permitted by law. If the resource is determined to be a tribal cultural resource of value to the Tribe, the Tribe will coordinate with the Project applicant to establish appropriate treatment and disposition of the resources with appropriate dignity which may include reburial or preservation of resources. The Permittee must facilitate and ensure that the determination of treatment and disposition by the Tribe is followed to the extent permitted by law. No laboratory studies, scientific analysis, collection, curation, or video recording are permitted for tribal cultural resources without the prior written consent of the Tribe.

- ii. Prior to initial ground disturbance, the Permittee shall retain a project Tribal Cultural Advisor designated by the Tribe, to direct all mitigation measures related to tribal cultural resources.
- iii. All on-site personnel of the Project shall receive adequate cultural resource sensitivity training approved by the project Tribal Cultural Advisor or authorized designee prior to initiation of ground disturbance activities on the Project. The training must also address the potential for exposing subsurface resources and procedures if a potential resource is identified. The Project applicant will coordinate with the Tribe on the cultural resource sensitivity training.
- iv. Ground disturbing activities occurring in conjunction with the Project including surveys, testing, concrete pilings, debris removal, rescrapes, punch lists, erosion control, mulching, waddles, hydroseeding, etc., pot-holing or auguring, boring, grading, trenching, foundation work and other excavations or other ground disturbance involving the moving of dirt or rocks with heavy equipment or hand tools within the Project area shall be monitored on a full-time basis by qualified tribal monitor(s) approved by the Tribe. The tribal monitoring shall be supervised by the project Tribal Cultural Advisor. Tribal monitoring should be conducted by qualified tribal monitor(s) approved by the Tribe, who is defined as qualified individual(s) who has experience with identification, collection and treatment of tribal cultural resources of value to the Tribe. The duration and timing of the monitoring will be determined by the project Tribal Cultural Advisor. If the project Tribal Cultural Advisor determines that full-time monitoring is no longer warranted, he or she may recommend that tribal monitoring be reduced to periodic spotchecking or cease entirely. Tribal monitoring would be reinstated in the event of any new or unforeseen ground disturbances or discoveries.
- v. The project Tribal Cultural Advisor and tribal monitor(s) may halt ground disturbance activities in the immediate area of discovery when known or suspected tribal cultural resources are identified until further evaluation can be made in determining their significance and appropriate treatment

or disposition. There must be, at minimum, one tribal monitor for every separate area of ground disturbance activity that is at least 30 meters or 100 feet apart unless otherwise agreed upon in writing between the Tribe and applicant. Depending on the scope and schedule of ground disturbance activities of the Project (e.g., discoveries of cultural resources or simultaneous activities in multiple locations that requires multiple tribal monitors, etc.) additional tribal monitors may be required on-site. If additional tribal monitors are needed, the Tribe shall be provided with a minimum of three (3) business days advance notice unless otherwise agreed upon between the Tribe and applicant. The on-site tribal monitoring shall end when the ground disturbance activities are completed, or when the project Tribal Cultural Advisor have indicated that the site has a low potential for tribal cultural resources.

- e. The winery shall will not use the crush pad between the hours of 10:00 p.m. and 7 a.m.

7.0 PROJECT CONSTRUCTION

Permittee shall comply with the following during project construction:

7.1 SITE IMPROVEMENTS

Please contact Engineering Services with any questions regarding the following.

- a. **GRADING AND SPOILS**

All grading and spoils generated by construction of the project facilities shall be managed per Engineering Services direction. Alternative locations for spoils are permitted, subject to review and approval by the PBES Director, when such alternative locations do not change the overall concept, and do not conflict with any environmental mitigation measures or conditions of approval.

- b. **DUST CONTROL**

Water and/or dust palliatives shall be applied in sufficient quantities during grading and other ground disturbing activities on-site to minimize the amount of dust produced. Outdoor construction activities shall not occur when average wind speeds exceed 20 mph.

- c. **AIR QUALITY**

During all construction activities the permittee shall comply with the most current version of BAAQMD Basic Construction Best Management Practices including but not limited to the following, as applicable:

- 1. Post a publicly visible sign with the telephone number and person to contact at the lead agency regarding dust complaints. The BAAQMD's phone number shall also be visible.

2. Water all exposed surfaces (e.g., parking areas, staging areas, soil piles, grading areas, and unpaved access roads) two times per day.
3. Cover all haul trucks transporting soil, sand, or other loose material off-site.
4. Remove all visible mud or dirt traced onto adjacent public roads by using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
5. All vehicle speeds on unpaved roads shall be limited to 15 mph.
6. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
7. Idling times shall be minimized either by shutting off equipment when not in use or reducing the maximum idling time to five (5) minutes (as required by State Regulations). Clear signage shall be provided for construction workers at all access points.
8. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified visible emissions evaluator. Any portable engines greater than 50 horsepower or associated equipment operated within the BAAQMD's jurisdiction shall have either a California Air Resources Board (ARB) registration Portable Equipment Registration Program (PERP) or a BAAQMD permit. For general information regarding the certified visible emissions evaluator or the registration program, visit the ARB FAQ http://www.arb.ca.gov/portable/perp/perpfact_04-16-15.pdf or the PERP website <http://www.arb.ca.gov/portable/portable.htm>.

d. **STORM WATER CONTROL**

The permittee shall comply with all construction and post-construction storm water pollution prevention protocols as required by the County Engineering Services Division, and the California Regional Water Quality Control Board.

7.2 **ARCHEOLOGICAL FINDING**

In the event that archeological artifacts or human remains are discovered during construction, work shall cease in a 50-foot radius surrounding the area of discovery. The permittee shall contact the PBES Department for further guidance, which will likely include the requirement for the permittee to hire a qualified professional to analyze the artifacts encountered and to determine if additional measures are required.

If human remains are encountered during project development, all work in the vicinity must be halted, and the Napa County Coroner informed, so that the Coroner can determine if an investigation of the cause of death is required, and if the remains are of

Native American origin. If the remains are of Native American origin, the permittee shall comply with the requirements of Public Resources Code Section 5097.98.

7.3 CONSTRUCTION NOISE

Construction noise shall be minimized to the greatest extent practical and feasible under State and local safety laws, consistent with construction noise levels permitted by the General Plan Community Character Element and the County Noise Ordinance. Construction equipment muffling and hours of operation shall be in compliance with the County Code. Equipment shall be shut down when not in use. Construction equipment shall normally be staged, loaded, and unloaded on the project site, if at all practicable. If project terrain or access road conditions require construction equipment to be staged, loaded, or unloaded off the project site (such as on a neighboring road or at the base of a hill), such activities shall only occur daily between the hours of 8 am to 5 pm.

7.4 CONSTRUCTION MITIGATION MEASURES [RESERVED]

7.5 OTHER CONSTRUCTION CONDITIONS APPLICABLE TO THE PROJECT PROPOSAL [RESERVED]

8.0 TEMPORARY CERTIFICATE OF OCCUPANCY - PREREQUISITES

A Temporary Certificate of Occupancy (TCO) may be granted pursuant to the County Code to allow the commencement of production activities prior to completion of all project improvements. Permittee shall comply with the following before a TCO is granted:

8.1 TEMPORARY OCCUPANCY

All life and safety conditions shall be addressed prior to issuance of a TCO by the County Building Official. TCOs shall not be used for the occupancy of hospitality buildings and shall not exceed the maximum time allowed by the County Code which is 180 days. Departments and/or agencies with jurisdiction over the project are authorized as part of the TCO process to require a security deposit or other financial instrument to guarantee completion of unfinished improvements.

9.0 FINAL CERTIFICATE OF OCCUPANCY - PREREQUISITES

Permittee shall comply with the following before a Final Certificate of Occupancy is granted by the County Building Official, which upon granting, authorizes all use permit activities to commence.

9.1 FINAL OCCUPANCY

All project improvements, including compliance with applicable codes, conditions, and requirements of all Departments and Agencies with jurisdiction over the project, shall be completed.

9.2 SIGNS

Detailed plans, including elevations, materials, color, and lighting for any winery identification or directional signs shall be submitted to the Department for administrative review and approval prior to installation. Administrative review and approval is not required if signage to be installed is consistent with signage plans

submitted, reviewed and approved as part of this permit approval. All signs shall meet the design standards as set forth in the County Code. At least one legible sign shall be placed at the property entrance with the words "Tours and Tasting by Prior Appointment Only" to inform the public of same. Any off-site signs allowed shall be in conformance with the County Code.

9.3 *GATES/ENTRY STRUCTURES*

Any gate installed at the winery entrance shall be reviewed by the PBES Department and the Fire Department to assure that the design allows large vehicles, such as motorhomes, to turn around if the gate is closed without backing into the public roadway, and that fire suppression access is available at all times. If the gate is part of an entry structure an additional permit shall be required pursuant to the County Code and in accordance with the Napa County Roads and Street Standards. A separate entry structure permit is not required if the entry structure is consistent with entry structure plans submitted, reviewed, and approved as part of this permit approval.

9.4 *LANDSCAPING*

Landscaping shall be installed in accordance with the approved landscaping plan.

9.5 *ROAD OR TRAFFIC IMPROVEMENT REQUIREMENTS [RESERVED]*

9.6 *DEMOLITION ACTIVITIES [RESERVED]*

9.7 *GRADING SPOILS*

All spoils shall be removed in accordance with the approved grading permit and/or building permit.

9.8 *MITIGATION MEASURES APPLICABLE PRIOR TO ISSUANCE OF A FINAL CERTIFICATE OF OCCUPANCY [RESERVED]*

9.9 *OTHER CONDITIONS APPLICABLE PRIOR TO ISSUANCE OF A FINAL CERTIFICATE OF OCCUPANCY*

- a. All required meters shall be installed and all groundwater usage monitoring required in COA 4.20(d) and 6.15(b) above shall commence prior to issuance of a final certificate of occupancy.



Memorandum

To:	Wendy Atkins, Planning Division
From:	Ginevra Augustini, Engineering Division
Date:	December 1, 2025
Subject:	P25-00139, Ontrail Vineyards, APN 039-610-003-000

The Engineering Division has reviewed the use permit application for the proposed Ontrail Vineyards, P25-000139, located on assessor's parcel number 039-610-003-000. Based upon the information provided in the application, Engineering finds the application **complete** and recommends the following conditions of approval:

EXISTING CONDITIONS

The parcel has two residences (3238 and 3252 Silverado Trl), existing agricultural structures to be converted to winery production and tasting space, approximately 8.3 acres of vineyard, and three wells.

PROPOSED CONDITIONS

The 5000-gallon micro winery will be a phased development. Phase 1 includes all road improvements, conversion of barn to micro winery space, and conversion of the farm office to tasting space. Phase 2 includes the construction of the new winery building. Phase 3 will convert the existing outdoor work area to the covered crush pad. The facility is proposed to be open 7 days a week, run by two employees, and to have 10 maximum daily and weekly tours and tastings.

TECHNICAL ADEQUACY

The Engineering Division has reviewed the Water Availability Analysis (WAA) dated May 2nd, 2025, prepared by Cameron Pridmore, PE 76691, of CMP Civil Engineering and Land Surveying Inc. The analysis has been evaluated based on information provided by the applicant, project location, and available geologic and hydrologic information and has determined the WAA to be complete and reasonable. Engineering concludes the WAA is technically adequate as it relates to Napa County's water use criteria, well and spring interference, and groundwater/surface water interaction pursuant to Napa County's WAA Guidelines, Napa Valley Subbasin Groundwater Sustainability Plan, and the Public Trust Doctrine.

RECOMMENDED APPROVAL CONDITIONS:

OPERATIONAL CHARACTERISTICS

1. The facility is designated as a discharger that discharges stormwater associated with industrial activity to Water of the United States. Therefore, the facility shall maintain or apply for coverage under the State Water Resources Control Board's Industrial General Permit (IGP), including meeting all applicable provisions and protocols of the IGP. If the facility fails to meet the discharge prohibitions of the IGP, Napa County may require the facility to make the

necessary improvements to eliminate all exposures to stormwater of the pollutant(s) for which the water body is impaired.

PREREQUISITES FOR ISSUANCE OF PERMITS

1. Any roadway, access driveway, and parking areas, proposed new or reconstructed shall meet the requirements as outlined in the latest edition of the Napa County Road and Street Standards for Commercial development at the time of Building Permit Submittal. The property owner shall obtain a grading permit for all proposed roadway improvements.
2. All on site civil improvements including but not limited to the excavation, fill, general grading, drainage, curb, gutter, surface drainage, storm drainage, and parking and driveways, shall be constructed according to plans prepared by a registered civil engineer, which will be reviewed and approved by the Engineering Division of the Napa County Planning, Building and Environmental Services Department (PBES) **prior to the commencement** of any on site land preparation or construction. Plans shall be wet signed and submitted with the grading permit documents at the time of permit application. A plan check fee will apply.
3. Grading and drainage improvements shall be constructed according to the current Napa County Road and Street Standards, Chapter 16.28 of the Napa County Code, and Appendix J of the California Building Code.
4. Proposed drainage for the development shall be shown on the improvement plans and shall be accomplished to avoid the diversion or concentration of storm water runoff onto adjacent properties. The plan shall also indicate the path and changes in runoff.
5. **Prior to issuance of a development permit** (i.e. building permit and/or grading permit), the owner shall submit the necessary documents for Erosion Control as determined by the area of disturbance of the proposed development in accordance with the Napa Countywide Stormwater Pollution Prevention Program Erosion and Sediment Control Plan Guidance document, dated December 2014.
6. **Prior to issuance of a development permit**, as determined by the area of new or replaced impervious surfaces, the owner shall prepare and/or update a Stormwater Control Plan (SCP) for a Regulated Project in accordance with the latest edition of the BASMAA Post-Construction Manual for review and approval by the Engineering Division in PBES.
7. Any construction activity that equals or exceeds one acre of total disturbed area shall prepare a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the regulations of Regional Water Quality Control Board (RWQCB) and shall file a Notice of Intent (NOI) prior to commencement of any construction activity. The completed SWPPP shall be submitted to the Napa County PBES Department Engineering Division for review.
8. All work within the Public Right-of-Way will require an Encroachment permit from the Napa County Department of Public Works.
9. Interior floor drains shall be plumbed to sanitary sewer or approved closed loop system (e.g. processed waste system).

10. Refuse areas shall be covered, graded, and paved to prevent run-on and runoff. Drains within a refuse area shall be connected to the sanitary waste system.
11. Processing areas, including but not limited to wine grape crushing/pressing, juice fermentation, blending and fining, filtration and bottling, shall be paved and performed indoors or under approved cover.
12. All roofs, gutters, and/or downspouts shall discharge to landscaping or other pervious surface designed and maintained appropriately to prevent soil erosion.

PREREQUISITES DURING PROJECT CONSTRUCTION

1. All earth disturbing activities shall include measures to prevent erosion, sediment, and waste materials from leaving the site and entering waterways both during and after construction in conformance with Napa County Stormwater Ordinance 1400 and the latest adopted state regulations. Best Management Practices (BMPs) shall also be implemented to minimize dust at all times.
2. All hazardous materials stored and used on-site during construction that could cause water pollution (e.g. motor oil, cleaning chemicals, paints, concrete, etc.) shall be stored and used in a manner that will not cause pollution, with secondary containment provided. Such storage areas shall be regularly cleaned to remove litter and debris. Any spills shall be promptly cleaned up and appropriate authorities notified.
3. The property owner shall inform all individuals, who will take part in the construction process, of these requirements.

PREREQUISITES FOR TEMPORARY CERTIFICATE OF OCCUPANCY

1. If TCO is requested by the developer, all necessary access road and parking improvements shall be constructed prior to an Engineering TCO approval. If no TCO is requested, all access road and parking improvements will be verified at Final Occupancy.

PREREQUISITES FOR FINAL CERTIFICATE OF OCCUPANCY

1. Site shall be completely stabilized to the satisfaction of the County Engineer prior to Final Occupancy.

Any changes in use or design may necessitate additional review and approval. If you have any questions regarding the above items, please contact Ginevra Augustini from Napa County PBES Department, Engineering Division at (707)-299-1358 or via e-mail at Ginevra.Augustini@countyofnapa.org.

Sincerely,
Ginevra Augustini, EIT
Assistant Engineer



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Planning, Building & Environmental Services

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Brian Bordona
Director

MEMORANDUM

MSB

To: Wendy Atkins, Project Planner	From: Maureen S. Bown, Senior Environmental Health Specialist
Date: December 1, 2025	Re: Ontrail Vineyards 3252 Silverado Trail, Napa APN 039-610-003-000 Micro Winery Use Permit P25-00139

This Division has reviewed an application requesting approval to establish a new micro winery as depicted in application materials. This Division has no objection to approval of the application with the following conditions of approval:

Prior to issuance of building permits:

1. Plans for the proposed wastewater options (option #1 -Hold and Haul with reserve area or option #2- Pretreatment and reuse-vineyard irrigation), as described in the Onsite Wastewater Disposal Feasibility Report, dated November 24, 2025, shall be designed by a licensed Civil Engineer or Registered Environmental Health Specialist and be accompanied by complete design criteria based upon local conditions. No building clearance (or issuance of a building permit) for any structure that generates wastewater to be disposed of by this system will be approved until such plans are approved by this Division.
2. Permits to construct the process wastewater system, as described in the Onsite Wastewater Disposal Feasibility Report, dated November 24, 2025, 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.
3. For process wastewater, if option 1 (Hold and Haul) is chosen then option 2, to treat and irrigate to vineyard, will be required as a reserve area.
4. For process wastewater, if option 2, to treat process wastewater and irrigate, as proposed in the Wastewater Feasibility report, is chosen then the applicant shall enroll for coverage under the State Water Resources Control Board General Waste Discharge Requirements for Winery Process Water by submitting the Notice of Intent, Technical Report and Application to the San Francisco Regional Water Quality Control Board or Napa County, if applicable, for the existing and proposed winery process water treatment system.
5. A commercial food facility is not included in this project. The architectural plans submitted with the use permit application show an employee break room located within the proposed

facilities. This break room is approved for employee use only and must be designed considering this use. If the proposed break room includes components typical of a commercial kitchen facility the applicant will be required to redesign the break room or apply for a use permit modification for approval of a commercial kitchen meeting all applicable requirements

6. Adequate area must be provided for collection of recyclables. The applicant must work with the franchised garbage hauler for the service area in which they are located, in order 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.

Prior to granting final occupancy:

7. An Annual Operating permit for the Process Wastewater, Hold and Haul (option #1) system is required.
8. 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.

Upon final occupancy and thereafter:

9. Pursuant to Chapter 6.95 of the California Health and Safety Code, businesses that store hazardous materials above threshold planning quantities (55 gallons liquid, 200 cubic feet compressed gas, or 500 pounds of solids) shall obtain a permit, file an approved Hazardous Materials Business Plan to <http://cers.calepa.ca.gov/>, and be approved by this Division within 30 days of said activities.
10. The use of the absorption field/drain field area 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 the area of the septic system include equipment storage, traffic, parking, pavement, livestock, etc.
11. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors, and odors.
12. All diatomaceous earth/bentonite must be disposed of in an approved manner. If the proposed septic system is an alternative sewage treatment system, the plan submitted for review and approval must address bentonite disposal.



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Brian D. Bordona | Director

MEMORANDUM

To:	Wendy Atkins	From:	David Giudice, CBO
Date:	11/12/25	Re:	P25-00139, Ontrail Vineyards

The Building Division is not currently reviewing this project for compliance with the California Building Standards Code. At this stage, our review is limited to the Planning entitlements associated with the proposed project.

1. We have no issues or concerns with the approval of the Use Permit, as it is a Planning entitlement only and does not authorize any construction activity.
2. Please note that building permits will be required for any new construction or conversions to structures (change in occupancy) related to the proposed micro-winery and its supporting infrastructure. This may include, but is not limited to the winery building and other structures such as signage, entry gates, tanks, pump houses, and similar features.
3. The site and all associated buildings are required to be accessible to persons with disabilities, in compliance with applicable accessibility codes and standards. Based on our review of the conceptual plans, it appears that general accessibility requirements are being considered appropriately at this stage. A more detailed and comprehensive review will be conducted during the building permit application process. Please ensure that all accessibility requirements are fully addressed in the final submittal.
4. If your marketing plan includes events, or if you intend to host temporary events. Please be aware that such activities will not be permitted in any portion of the building that is not approved for **Assembly occupancy**. This specifically includes areas such as fermentation and barrel rooms. Please keep this in mind when planning your building layout and preparing your building permit application, as it may impact how spaces are designed and approved for use.
5. Please be advised that, under California law, all plans and documents for commercial projects must be prepared and coordinated under the responsible charge of a California-licensed design professional—such as a licensed architect and/or engineer in accordance with California Business and Professions Code, Chapter 3, and the California Building Code, Chapter 1.

If you have any questions regarding the building permit process, feel free to contact us.



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Department of Public Works

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Steven Lederer
Director

MEMORANDUM

To: PBES Staff	From: Anna Vickroy, P.E., T.E. Traffic Engineering Consultant
Date: October 27, 2025 Updated: March 26, 2026	Re: Ontrail Vineyards (P25-00139) Conditions of Approval

This memorandum is prepared at the request of Planning, Building, and Environmental Services (PBES) staff to review and comment on the application package for the Micro-Winery Use Permit for Ontrail Vineyards located at 3252 Silverado Trail, Napa County, CA.

The proposed Ontrail Vineyards Micro Winery is located on a 13.33-acre parcel located on the east side of Silverado Trail, approximately 800 feet south of the intersection of Silverado Trail and Soda Canyon Road. The proposed micro-winery is expected to employ one full-time employee that lives on-site, and one part-time employee that lives off-site. The winery is also expected to host up to 10 daily visitors. The micro-winery is expected to produce no more than 5,000 gallons per year with only .

To prepare this memorandum, the following documents were reviewed:

- Comment Response Letter dated February 26, 2026 by CMP Civil Engineering
- Micro-Winery Permit Application with Winery Trip Generation Worksheet dated May 2, 2025
- Project Narrative dated February 26, 2026 by CMP Civil Engineering
- Wastewater Feasibility Report dated November 24, 2025 by CMP Civil Engineering
- Water Availability Analysis dated October 8, 2025 by CMP Civil Engineering
- Site Plan dated February 26, 2026 by CMP Civil Engineering

After careful evaluation of the above mentioned submitted documents, we offer no additional comments at this time.

The Department of Public Works has established the following conditions of approval related to the Site Plan Application Number P25-00139. All listed conditions of approval shall be fully completed accordingly prior to the issuance of Occupancy permit:

1. Project Driveway

Driveway access to the public right-of-way must conform to the latest edition of the Napa County Road and Street Standards.

2. Landscaping Maintenance

Landscaping adjacent to the project driveway shall be designed and maintained to not interfere with sight lines required for safe stopping distance on the public right-of-way. No items 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 6 feet in height removed once the tree is established.

3. Encroachment Permit Requirement

An encroachment permit along with the required fee and a proposed traffic control plan will be required for the construction of any improvements within the public right-of-way. Please contact the Roads office at (707) 944-0196 to initiate the encroachment permit process. More information on this is available at our website: <http://www.countyofnapa.org/publicworks/roads/>

4. Transportation Demand Management Plan

It is recommended that the applicant/permittee voluntarily explore and implement a Transportation Demand Management (TDM) Plan, which should include measures to reduce daily vehicle trips, particularly during marketing and special events. These measures may include, but are not limited to, subsidized transit passes, carpool/vanpool, and bicycle trip-end facilities.

5. On Street Parking

Parking within the public right-of-way will be prohibited at all times.

If you have any questions or concerns on this matter, please contact Ahsan Kazmi, P. E. at ahsan.kazmi@countyofnapa.org or call (707) 259-8370.



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Jason W. Downs
Fire Marshal

Napa County Fire Department Conditions of Approval

TO:	Planning Department	DATE:	2/10/2026
FROM:	Jason Downs, Fire Marshal	PERMIT #	P25-00139
SUBJECT:	Ontrail Vineyards	APN:	039-610-003-000

The Napa County Fire Marshal's Office has reviewed the submittal package for the above-proposed project. The Fire Marshal approves the project as submitted with the following conditions of approval:

1. All construction and use of the facility shall comply with all applicable standards, regulations, codes, and ordinances at the time of Building Permit issuance.
2. Beneficial occupancy will not be granted until all fire department fire and life safety items have been installed, tested, and finalized.
3. Projects shall have an approved water supply for fire protection be made available as soon as combustible material arrives on the site. All underground fire lines, pump and tank plans are required to be a separate submittal from the building or civil plans.
4. Where conditions listed in 2022 California Fire Code Section 105 are proposed, separate permits will be required before Building Permit issuance for:
 1. Automatic fire-extinguishing systems
 2. Fire alarm and detection systems and related equipment
 3. Fire pumps and related equipment
 4. Private Fire service mains and their appurtenances
5. All buildings, facilities, and developments shall be accessible to fire department apparatus by way of approved access roadways and/or driveways. The fire access road shall comply with the requirements of the Napa County Road & Street Standards
6. Access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced to provide all-weather driving capabilities. Provide an engineered analysis of the proposed roadway noting its ability to support apparatus weighing 75,000 lbs.



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Jason W. Downs
Fire Marshal

Napa County Fire Department Conditions of Approval

7. Provide fire department access roads to within 150 feet of any exterior portion of the buildings as measured by an approved route around the exterior of the building or facility.
8. Gates for driveways and/or roadways shall comply with the California Fire Code, section 503.5, the Napa County Road & Street Standards, and CA Fire Safe Regulations for projects within SRA. All residential properties with an electric gate are required to install a Knox Key Switch (Model 3501 or 3502). Manual gates shall be secured with a Knox Padlock.
9. Roadways shall be a minimum of 20 feet in width with a 2-foot shoulder and 15-foot vertical clearance.
10. Turnouts shall be a minimum of 12 feet in width, 30 feet in length, and 25-foot taper on each end.
11. Turnarounds are required on driveways and dead-end roadways.
12. Grades for all roadways and driveways shall not exceed 16 percent. The roadway grade may exceed 16 percent, not to exceed 20 percent, provided the provisions outlined in the NCRSS are met.
13. Roadway radius shall not have an inside radius of less than 50 feet. An additional surface width of 4 feet shall be added to curves of 50-100 feet radius and 2 feet to curves of 100-200 feet radius.
14. Commercial - Water storage (for buildings not served by a public water system) and fire flow calculations shall be provided by a Certified State Licensed Civil Engineer, C-16 licensed contractor, or registered engineer indicating compliance with California Fire Code Appendix B and the Napa County Municipal Code.
15. Commercial - Approved pressurized hydrants shall be installed within 250 feet of any exterior portion of the building as measured along vehicular access roads. Private fire service mains shall be installed, tested, and maintained per NFPA 24.



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Jason W. Downs
Fire Marshal

Napa County Fire Department Conditions of Approval

16. Commercial - Fire Department Connections (FDC) for automatic sprinkler systems shall be located fully visible and recognizable from the street or fire apparatus access roads. FDC shall be located within 50 feet of an approved fire hydrant.
17. Commercial - The minimum main size of all fire hydrants shall be 6 inches in diameter. Piping shall be installed with C-900 class 200 piping or ductile iron or equivalent per NFPA 24 for the installation of Underground Fire Protection Mains
18. An automatic fire sprinkler system shall be installed by provisions outlined in the California Fire Code as amended by the County of Napa and the applicable National Fire Protection Association Standard. Automatic fire sprinkler systems shall be designed by a fire protection engineer or C-16 licensed contractor.
19. All buildings shall comply with California Fire Code, Chapter 10 Means of Egress requirements. Including but not limited to; exit signs, exit doors, exit hardware, and exit illumination.
20. Provide and maintain a minimum 100-foot defensible space around all structures, in compliance with the Napa County Defensible Space Ordinance, the Napa County Fire Marshal's Defensible Space Guidelines, and California Public Resources Code Section 4291, as applicable. Defensible space shall be established prior to final project approval or occupancy and maintained in a fire-safe condition for the life of the project, subject to inspection by the Napa County Fire Marshal's Office.
21. Provide and maintain a minimum 10-foot defensible space on both sides of all roadways, driveways, and access routes leading to the facility, measured from the edge of the roadway surface. This defensible space shall comply with the Napa County Defensible Space Ordinance and the Fire Marshal's Defensible Space Guidelines and shall be always maintained in a fire-safe condition, subject to inspection and verification by the Napa County Fire Marshal's Office.



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Napa County Fire Department Conditions of Approval

Please note the conditions of approval noted above are based on the Fire Marshal review only. There may be additional comments or information requested from other County Departments or Divisions reviewing this application package. Napa County Fire Marshal's Office Development Guidelines can be found @ www.countyofnapa.org/firemarshal. Should you have any further questions please contact the Napa County Fire Marshal's Office by email at Fire.Marshall@countyofnapa.org.