



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

Wednesday, June 17, 2026

9:00 AM

**Board of Supervisors Chambers
1195 Third Street, Third Floor**

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 June 17, 2026, regular meeting as presented, seconded by Commissioner Moran Williams

Vote: Carried 4-0-1

Yes: Brooks, Moran Williams, Brunzell, Richmond

No: None

Absent: Dameron

5. AGENDA REVIEW

Trevor Hawkes gave the agenda review.

6. DISCLOSURES

Yes: Brooks, Moran Williams, Brunzell

No: Richmond

Absent: Dameron

7. PUBLIC HEARING ITEMS

A. ETERNAL PRESERVES HOLDINGS LLC. / HOWELL MOUNTAIN CEMETERY / USE PERMIT NO. P20-00030, USE PERMIT FOR AN EXCEPTION TO THE CONSERVATION REGULATIONS P25-00293, AND AN EXCEPTION TO THE ROAD AND STREET STANDARDS

CEQA STATUS: Consideration and possible adoption of a Mitigated Negative Declaration and Mitigation, Monitoring and Reporting Program (MMRP). 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 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 use permit to establish a green burial cemetery to include the following:

- (1) construct replacement of the existing well (E15-000784);
- (2) demolition of both single-story structures;
- (3) construction of a single-story 509 square-foot welcome center including two restrooms;
- (4) designate a total 16.19 acres of interment areas split among eight interment areas which range in size from 0.18 to 7.52 acres;
- (5) establish approximately 1.5 miles of trails with minor grading;
- (6) construct a driveway with an automatic gate; and
- (7) conduct limited grading for a total of a 0.69 acre impact area.

The project also requests an Exception to the Conservation Regulations in the form of a Use Permit (P25-00293) to conduct minimal grading for trails and interment areas otherwise inaccessible and an Exception to the Napa County Road and Street Standards to forego a warranted Left Turn Lane. The site is located in the eastern portion of a +/- 109.3-acre parcel on the west side of Howell Mountain Road, approximately 5 miles west of the State Highway 29, within the Agricultural Watershed (AW) zoning district, located at 1225 Howell Mountain Road, Angwin, CA 94508. APN: 018-120-027, 018-120-043, and 018-120-044.).

STAFF RECOMMENDATION: Adopt the Mitigated Negative Declaration and Mitigation, Monitoring and Reporting Program prepared for the project, approve the Exception to the Napa County Roads and Streets Standards, approve the Exception to the Conservation Regulations, and approve the Use Permit, as conditioned.

STAFF CONTACT: Enrique Torres, Planner II, 1195 Third St, Suite 210, Napa, CA 94559; (707) 253-4307; enrique.torres@countyofnapa.org

APPLICANT CONTACT: Susan Lapsley, Wildlands, 6558 Lonetree Boulevard, Rocklin, CA 95765; (714) 906-4616; slapsley@heronpacific.com

APPLICANT CONTACT: Jim Bushey, PPI Engineering, Inc., 2800 Jefferson Street, Napa, CA 94558; (707) 253-1806; jbushey@ppiengineering.com

Chair Brunzell opened public comment, twelve public comments were received, Chair Brunzell closed public comment.

Motion by Commissioner Brooks to continue the item to a date uncertain, seconded by Commissioner Moran Williams.

Vote: Carried 4-0-1

Yes: Brooks, Moran Williams, Richmond, Brunzell

No: None

Absent: Dameron

B. PROPOSED NAPA COUNTY CODE AMENDMENTS RELATED TO URBAN LOT SPLITS AND TWO-UNIT DEVELOPMENT

REQUEST: This is a County-initiated amendment to the Napa County Code for Titles 17 (Subdivisions) and 18 (Zoning), to bring the Code into alignment with current State law regarding Urban Lot Splits and Two-Unit Development.

STAFF RECOMMENDATION: Hold a public hearing and recommend the Board of Supervisors adopt the proposed Ordinance amendment to the Napa County Code.

STAFF CONTACT: Trevor Hawkes, Supervising Planner, 707-253-4388 or trevor.hawkes@countyofnapa.org

Presented by Trevor Hawkes, Supervising Planner.

Chair Brunzell opened public comment, receiving none, she closed public comment.

Commissioners asked and staff responded to questions. Motion made by Commissioner Richmond to make an advisory recommendation to the Board of Supervisors to adopt the proposed draft ordinance, seconded by Commissioner Brooks.

Vote: Carried 4-0-1

Yes: Richmond, Brooks, Moran Williams, Brunzell

No: None

Absent: Dameron

8. ADMINISTRATIVE ITEMS - NONE

9. DIRECTOR OR DIRECTOR'S DESIGNEE REPORT

DISCUSSION OF ITEMS FOR THE *FEBRUARY 4, 2026, REGULAR MEETING*

Michael Parker discussed potential items for the July 1, 2026, meeting.

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

Commissioner Moran Williams reported on the Wildlife Conservation Commission.

11. ADJOURNMENT

Meeting adjourned at 11:34 am

ANGIE RAMIREZ VEGA, Meeting Clerk