

**RESOLUTION NO. 2025-\_\_\_\_\_**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS,  
STATE OF CALIFORNIA, AMENDING THE SCHEDULE OF PENALTIES  
FOR ISSUANCE OF ADMINISTRATIVE CITATIONS UNDER NAPA  
COUNTY CODE CHAPTER 1.28 TO REFLECT THE CHANGES  
ADOPTED BY RESOLUTION 2023-163**

**WHEREAS**, pursuant to Article I, Section 7 of the California Constitution and California Government Code section 53069.4, the Board has adopted Napa County Code Chapter 1.28, establishing an administrative citation process for imposition and collection of administrative fines and penalties resulting from the violation of local ordinances; and

**WHEREAS**, Section 1.28.070 provides that the administrative penalties shall be set forth in a schedule adopted by resolution of the Board of Supervisors and the Board adopted such a schedule of penalties in Resolution 00-120. Thereafter, in 2005, when the state legislature increased the maximum penalties, the Board updated the Schedule of Penalties by adopting Resolution 05-187; and

**WHEREAS**, on December 14, 2023, the Board adopted Resolution 2023-163 increasing penalty amounts to align the County's Schedule of Penalties with State law; and

**WHEREAS**, after engaging in a Comprehensive Fee Study, on November 5, 2024, the Board adopted Resolution 2024-119, which amended Part III of the Policy Manual. The schedule of penalties listed in Section 101.000 of the Policy Manual adopted by Resolution 2024-119 were not updated to reflect the penalty amounts adopted by Resolution 2023-163; and

**WHEREAS**, the Board desires to ensure that the Schedule of Penalties reflects the penalty amounts adopted by Resolution 2023-163.

**NOW, THEREFORE, BE IT RESOLVED** by the Napa County Board of Supervisors as follows:

1. The Board of Supervisors ("Board") affirms the Schedule of Penalties set forth below, which reflects the penalty amounts adopted by Resolution 2023-163. The Board hereby directs the County Executive Officer or designee to integrate the changes to the Schedule of Penalties into one or more documents or matrices memorializing all County fees approved by the Board.

2. For any building and safety code violation of the Napa County Code, the amount of the administrative penalty shall be:

\$130- for the first violation

\$700- for a second violation of the same ordinance within one year from the date of the first violation

\$1,300- for each additional violation of the same ordinance within one year from the date of the first violation

3. For any violation of Napa County's temporary event ordinance, the amount of the administrative penalty shall be:

\$150- for the first violation

\$700- for a second violation of the same ordinance within one year from the date of the first violation

\$2,500- for each additional violation of the same ordinance within one year from the date of the first violation

4. For any violation of Napa County's short-term rental ordinance, the amount of the administrative penalty shall be:

\$1,500- for the first violation

\$3,000- for a second violation of the same ordinance within one year from the date of the first violation

\$5,000- for each additional violation of the same ordinance within one year from the date of the first violation

5. For all other violations of the County Code, the amount of the administrative penalty shall be:

\$100- for the first violation

\$200- for a second violation of the same ordinance within one year from the date of the first violation

\$500- for each additional violation of the same ordinance within one year from the date of the first violation

6. If the violation is not corrected, additional administrative citations may be issued for the same violation. The amount of the penalty shall increase at the rate specified above.

7. Payment of the penalty shall not excuse the failure to correct the violation, nor shall it bar further enforcement action.

8. CEOA Finding. The Board finds this Resolution is categorically exempt from the California Environmental Quality Act pursuant to Title 14, California Code of Regulations, section 15273(a)(1) and (2).

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED**  
by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board held on the 6th day of May, 2025, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_

NOES: SUPERVISORS \_\_\_\_\_

ABSTAIN: SUPERVISORS \_\_\_\_\_

ABSENT: SUPERVISORS \_\_\_\_\_

\_\_\_\_\_  
ANNE COTTRELL, Chair of the Board of Supervisors

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <u>Jason M. Dooley</u> Chief Deputy County Counsel</p> <p>Date: <u>April 28, 2025</u></p>	<p>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</p> <p>Date: _____ Processed By: _____</p> <p>_____ Deputy Clerk of the Board</p>	<p>ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors</p> <p>By: _____</p>
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