

“D”

Use Permit Application Packet



A Tradition of Stewardship
A Commitment to Service

Planning, Building, & Environmental Services
1195 Third Street, Suite 210
Napa, CA 94559
Main: (707) 253-4417
Fax: (707) 253-4336

Received 5/24/24

PLANNING APPLICATION FORM

Applicant Information

Applicant Contact

Name: CHEA ROUDA
Mailing Address: 220 Montgomery St. Suite 315
City: San Francisco State: CA Zip: 94104
Phone: 415-62-1456
E-Mail Address: srouda@phelandevco.com

Property Owner Contact

Name: Gateway 24 Napa LLC
Mailing Address: Same as Applicant
City: _____ State: _____ Zip: _____
Phone: Same as applicant
E-Mail Address: _____

Agent Contact

Name: Same as applicant
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
E-Mail Address: _____

Other Representative Contact

☐ Engineer ☐ Architect ☐ Agent

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: _____
E-Mail Address: _____

Property Information

Project Name: Gateway 24 Napa
Project Address: Gateway Road
Assessor's Parcel Number(s): 057-200-039-000
Size of site (acreage and/or square footage): 4.33 acres
General Plan Designation: EP Industrial Zoning: EP/AL

Application Type¹

File No(s) P24-00134

Administrative	Planning Commission/ALUC/BOS	Zoning Administrator
Erosion Control Plan: <input type="checkbox"/> Track I <input type="checkbox"/> Track II <input type="checkbox"/> Admin Viewshed <input type="checkbox"/> Fence Entry Structure Permit <input type="checkbox"/> Land Division/Mergers <input type="checkbox"/> Site Plan Approval/Modification <input type="checkbox"/> Winery Administrative Permit <input type="checkbox"/> Other Very Minor Modification <input type="checkbox"/> Addressing <input type="checkbox"/> Signs Temporary Event: <input type="checkbox"/> 51-400 <input type="checkbox"/> 401+ <input type="checkbox"/> Late Application Submittal <input type="checkbox"/> Application Entitled to Fee Waiver <input type="checkbox"/> Other: _____	Major Modification: <input type="checkbox"/> Winery <input type="checkbox"/> Other Use Permit: <input checked="" type="checkbox"/> Winery <input type="checkbox"/> Other <input type="checkbox"/> Viewshed <input type="checkbox"/> AG Preserve Contract <input type="checkbox"/> Development Agreement <input type="checkbox"/> Airport Land Use Consistency Determination <input type="checkbox"/> General, Specific or Airport Land Use Plan Amendment <input type="checkbox"/> Variance <input type="checkbox"/> Zoning Map/Text Amendment <input type="checkbox"/> Road Exception <input type="checkbox"/> Con. Reg. Exception <input type="checkbox"/> Other: _____	<input type="checkbox"/> Certificate of Legal Non Conformity <input type="checkbox"/> Other Minor Modification <input type="checkbox"/> Road Exception <input type="checkbox"/> Small Winery Exemption <input type="checkbox"/> Winery Minor Modification <input type="checkbox"/> Variance <input type="checkbox"/> Viewshed <input type="checkbox"/> Other: _____ Misc. Services <input type="checkbox"/> Use Determination <input type="checkbox"/> Status Determination <input type="checkbox"/> Other: _____

¹: Include corresponding submittal requirements for each application type.

Checklist of Required Application Materials

Please make sure that the following documents are complete and legible. Consistent with the State Permit Streamlining Act and Departmental policy, the Planning, Building and Environmental Services (PBES) Department will make an application completeness determination within thirty days of application submittal and the payment of all required initial fees.

- Received WA ☒ **General Application Form:** The attached General Application Form must be completed in full and signed by the property owner or their authorized agent. Corporations, partnership, and the like have special signature requirements as noted on the Form.
- Received WA ☒ **Application Fee:**
- Use Permit/Major Modification (All Uses):** Total Fees are based on actual time and materials and flat fees. A deposit in the amount of \$10,000. Check made payable to County of Napa.
- N/A **Small Winery Exemption (Winery Uses):** Total fees are based on actual time and materials and flat fees. A deposit in the amount of \$5,000. Check made payable to County of Napa.
- N/A **Minor Modification (Winery Uses):** Total fees are based upon flat rates with exception to Engineering Services which are based on actual time and materials over 3 hours for Roads & Street Standards evaluation. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
- N/A **Administrative Permit (Winery Uses):** Total Fees are based on actual time and materials and flat fees. A deposit in the amount of \$1,500. Check made payable to County of Napa.
- N/A **Minor Modification (Non-Residential & Residential Uses):** Total fees are based upon flat rates. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
- N/A **Very Minor Modification (Non-Residential & Residential Uses):** Total fees are based upon flat rates. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
- Received WA ☒ **Read and Sign the Hourly Fee Agreement**
- Received WA ☒ **Detailed Project Description:** The Project Description should address all of the applicable items listed below:
1. Existing site conditions and uses.
 2. Proposed type of development and size, proposed uses/business, development phases, changes or alterations to the property or building including new/modified improvements and off-site improvements.
 3. Days of the week and hours of operation.
 4. Maximum number of employees per shift and hours of shifts.
 5. Are there additional licenses and/or approvals from outside agencies needed from a Special District, Regional, State, Federal?
 6. What is your water supply? How/where is liquid/solid waste disposed?
- Received ☒ **To-Scale Site Development Plans (ALL plans must be to an identified architect's or engineer's scale and shall be legible):**
Submit **three (3)** 24" X 36" and **one** 11" x 17" copies of plans consistent with information contained in the *Building Division – Design Information - Sample Site Plan Handout*: <https://www.countyofnapa.org/1890/Building-Documents> .
- Received electronically WA ☒ **To-Scale Floor Plans (ALL plans must be to an identified architect's or engineer's scale, shall show the existing and proposed conditions of the building and shall be legible):**
Submit **three (3)** 24" X 36" and **one** 11" x 17" copies of plans with the following information and details:
 1. Dimensions and area of all rooms, hallways and covered or partially enclosed outdoor areas.
 2. Use of each area within each structure/building.
 3. Location of emergency exists.

Received electronically WA ☒ **To-Scale Building Elevations (ALL plans must be to an identified architect's or engineer's scale, shall show the existing and proposed conditions of the building and shall be legible):**
Submit **three (3)** 24" X 36" and **one** 11" x 17" copies of plans with the following information and details:
 1. All relevant dimensions.
 2. Exterior materials.
 3. Exterior colors.
 4. Existing grade.
 5. Finished grade.
 6. Finished floor level.
 7. Building height consistent with Figure 209-1 of the 1997 UBC Handbook.

 Technical Information and Reports

The following technical information and studies are generally required unless waived by County Planning Staff at or following a Pre-Application Review Meeting. Please see County Planning Staff for a list of pre-qualified consultants.

1. FOR WINERY PROJECTS: Additional submittal information is necessary and should be included with the submittal packet consistent with the Winery Use Permit Supplemental Submittal Requirements.
2. Traffic Study consistent with Traffic Impact Study Preparation Requirements Please fill out the enclosed current Trip Generation Sheet for existing and proposed project to determine the need for the preparation of a Traffic Impact Study.
3. Archeological/Cultural Resources Study (consistent with *Guidelines for Preparing Cultural Resource Surveys* and State of California requirements)
4. Historic Resources Study (consistent with State Office of Historic Preservation requirements)
5. Biological Study – Includes Special Status Survey (consistent with *Guidelines for Preparing Biological Resources Reconnaissance Surveys* and *Guidelines for Preparing Special-Status Plant Studies*)
6. Water Availability/Groundwater Study (consistent with the WAA *Guidance Document* adopted by the Board 5/12/2015). Please refer to the following link: <https://www.countyofnapa.org/876/Water-Availability-Analysis>.
7. For projects located within Sensitive Domestic Water Supply Drainages and/or within the Agricultural Watershed (AW) zoning district, please provide vegetation coverage removal and retention information/analysis based on 1993 Vegetation totals and parcel configuration, including a map or figure that includes the following information:

Tree canopy coverage:

Tree canopy cover (1993): _____ acres

Tree canopy cover to be removed: 0 acres _____ %

Tree canopy cover to be retained: _____ acres _____ %

Understory (i.e. brush, shrubs, grasses):

Understory cover (1993):	_____ acres	
Understory to be removed:	_____ acres	<u>0</u> %
Understory to be retained:	_____ acres	100 %

This information may be provided as part of the Biological Report if one is required for your project. Guidance on how to prepare vegetation removal and retention calculations can be found in the County's Water Quality & Tree Protection Ordinance Implementation Guide, located on our website:

<https://www.countyofnapa.org/DocumentCenter/View/12882/WQTPO-implementation-guide?bidId=>

8. Special Studies (The following may be required on a project-specific basis at the discretion of the PBES Director.)

- ☒ Noise Study (demonstrating consistency with Napa County Code Chapter 8.16).
- ☒ Aviation Compatibility Study (consistent with Airport Land Use Compatibility Plan requirements)
- ☒ Visual Impacts Study (Photographic simulations)
- ☒ Geological/Geotechnical Hazard Report – Alquist Priolo Act
- ☒ Hydraulic Analysis (flood impact) if within Floodplain and/or Floodway
- ☒ Stormwater Control Plan (consistent with Napa County BASMAA Post Construction Manual)
- ☐ Other: _____
- ☐ Other: _____

☐ **Additional Information Required by the Environmental Health Department:**

1. Soil Evaluation Report if an on-site septic system is proposed.
2. Septic Feasibility Report for any new or upgraded septic systems or any expansion of use relying on an existing septic system.
3. Water System Feasibility Report if the water supply system will serve 25 or more people inclusive of employees, visitors, and residents or if kitchen is proposed. See enclosed handout provided by Environmental Services.
4. Water and/or Sewage Disposal Easement if an off-site spring, well, reservoir, storage tank, or individual sewage disposal system is proposed.
5. Completed Business Activities form, enclosed.
6. Solid Waste & Recycling Storage area location and size included on overall site plan. See guidelines at www.countyofnapa.org/DEM/.
7. Cave setback plan if a cave is proposed. See handout provided by Environmental Services.

Please click on Other Information tab at <https://www.countyofnapa.org/1904/Environmental-Health-Division> for forms and handouts related to use permit application submittal.

☐ **Additional Information Required by the Engineering Services:**

- N/A WA 2020 Napa County Road & Street Standards
<https://www.countyofnapa.org/DocumentCenter/View/3787/Napa-County-Road-and-Street-Standards---2020-PDF>
- N/A WA Project Guidance for Stormwater Compliance
<https://www.countyofnapa.org/DocumentCenter/View/3778/Project-Guidance-for-Stormwater-Quality-Compliance-PDF>
- N/A WA BASMAA Post-Construction Stormwater Management Manual
<https://www.countyofnapa.org/DocumentCenter/View/3780/Bay-Area--Stormwater-Management-Agencies-Association-BASMAA-Post-Construction-Manual-PDF>
- N/A WA Napa Countywide Stormwater Pollution Prevention Program (NCSPPP) Erosion and Sediment Control Plan Guidance
<https://www.countyofnapa.org/DocumentCenter/View/3780/Bay-Area--Stormwater-Management-Agencies-Association-BASMAA-Post-Construction-Manual-PDF>

☒ ***Please Note***

While this checklist includes all information generally required to process a Use Permit/Major Modification or other Use Permit related application, it is primarily focused on winery uses. Additional information may be required at the discretion of the Deputy Planning Director, and in particular in those cases where non-winery commercial uses (such as restaurants) or residential use related projects are proposed. **The Planning Division will make every effort to identify any additional required information at or directly following the Pre-application Review Meeting.**

☒ **Plans and Studies provided electronically via file share (coordinated at intake).**

Received WA

Certification and Indemnification

Applicant certifies that all the information contained in this application, including all information required in the Checklist of Required Application Materials and any supplemental submitted information including, but not limited to, the information sheet, water supply/waste disposal information sheet, site plan, floor plan, building elevations, water supply/waste disposal system site plan and toxic materials list, is complete and accurate to the best of his/her knowledge. Applicant and property owner hereby authorize such investigations including access to County Assessor's Records as are deemed necessary by the County Planning Division for preparation of reports related to this application, *including the right of access to the property involved.*

Pursuant to Chapter 1.30 of the Napa County Code, as part of the application for a discretionary land use project approval for the project identified below, Applicant agrees to defend, indemnify, release and hold harmless Napa County, its agents, officers, attorneys, employees, departments, boards and commissions (hereafter collectively "County") from any claim, action or proceeding (hereafter collectively "proceeding") brought against County, the purpose of which is to attack, set aside, void or annul the discretionary project approval of the County, or an action relating to this project required by any such proceeding to be taken to comply with the California Environmental Quality Act by County, or both. This indemnification shall include, but not be limited to damages awarded against the County, if any, and cost of suit, attorneys' fees, and other liabilities and expenses incurred in connection with such proceeding that relate to this discretionary approval or an action related to this project taken to comply with CEQA whether incurred by the Applicant, the County, and/or the parties initiating or bringing such proceeding. Applicant further agrees to indemnify the County for all of County's costs, attorneys' fees, and damages, which the County incurs in enforcing this indemnification agreement.

Applicant further agrees, as a condition of project approval, to defend, indemnify and hold harmless the County for all costs incurred in additional investigation of or study of, or for supplementing, redrafting, revising, or amending any document (such as an EIR, negative declaration, specific plan, or general plan amendment) if made necessary by said proceeding and if the Applicant desires to pursue securing approvals which are conditioned on the approval of such documents.

In the event any such proceeding is brought, County shall promptly notify the Applicant of the proceeding, and County shall cooperate fully in the defense. If County fails to promptly notify the Applicant of the proceeding, or if County fails to cooperate fully in the defense, the Applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the County. The County shall retain the right to participate in the defense of the proceeding if it bears its own attorneys' fees and costs, and defends the action in good faith. The Applicant shall not be required to pay or perform any settlement unless the settlement is approved by the Applicant.

Print Name of Property Owner

Print Name Signature of Applicant (if different)

Signature of Property Owner

Date

Signature of Applicant

Date

Certification and Indemnification

Applicant certifies that all the information contained in this application, including all information required in the Checklist of Required Application Materials and any supplemental submitted information including, but not limited to, the information sheet, water supply/waste disposal information sheet, site plan, floor plan, building elevations, water supply/waste disposal system site plan and toxic materials list, is complete and accurate to the best of his/her knowledge. Applicant and property owner hereby authorize such investigations including access to County Assessor's Records as are deemed necessary by the County Planning Division for preparation of reports related to this application, *including the right of access to the property involved.*

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In the event any such proceeding is brought, County shall promptly notify the Applicant of the proceeding, and County shall cooperate fully in the defense. If County fails to promptly notify the Applicant of the proceeding, or if County fails to cooperate fully in the defense, the Applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the County. The County shall retain the right to participate in the defense of the proceeding if it bears its own attorneys' fees and costs, and defends the action in good faith. The Applicant shall not be required to pay or perform any settlement unless the settlement is approved by the Applicant.

Gateway 24 Napa, LLC

Print Name of Property Owner

Print Name Signature of Applicant (if different)

STB 5/1/24

Signature of Property Owner

Date

Signature of Applicant

Date

Detailed Project Description (required): A typed, detailed project description is required that describes the proposed development or use(s); the existing site conditions/uses; the number, size, type and nature of any proposed residential dwelling units or total amount of new non-residential square-footage by type of use. Please refer to specific Supplemental Application submittal handouts for details to describe the project and required special studies.

Conditions of Application

1. All materials (plans, studies, documents, etc.) and representations submitted in conjunction with this form shall be considered a part of this application and publicly available for review and use, including reproduction.
2. The owner shall inform the Planning Division in writing of any changes.
3. Agent authorization: The property owner authorizes the listed agent(s) and/or other representative(s) to appear before staff, the Director, the Zoning Administrator, and Planning Commission to represent the owner's interests and to file applications, plans and other information on the owner's behalf.
4. Certification and Indemnification Form: Refer to attached form for notifications and required signature.
5. Fees: The applicant agrees to pay the County any and all processing fees imposed by the Board of Supervisor's current Fee Resolution including the establishment of an hourly fee application agreement and initial deposit. Applicant understands that fees include, but not limited to: Planning, Engineering, Public Works, and County Counsel staff time billed at an hourly rate; required Consultant service billed rates; production or reproduction of materials and exhibits; public notice advertisements; and postage. In the event the property owner is different than the applicant, the property owner must sign to indicate consent to the filing and agreement to pay fees in the event of the applicant's failure to pay said fees. Failure to pay all accumulated fees by the time of public hearing will result in a continuance.
6. This form, together with the corresponding application forms for specific permits, will become the Permit Document.

I have read and agree with all of the above. The above information and attached documents are true and correct to the best of my knowledge. All property owners holding a title interest must sign the application form. If there are more than two property owners, list their names, mailing addresses, phone numbers and signatures on a separate sheet of paper.

If you wish notice of meetings/correspondence to be sent to parties other than those listed on Page 1, please list them on a separate piece of paper.

 5/1/24
Property Owner's Signature and Date

Property Owner's Signature and Date

Applicant/Agent Statement

I am authorized and empowered to act as an agent on behalf of the owner of record on all matters relating to this application. I declare that the foregoing is true and correct and accept that false or inaccurate owner authorization may invalidate or delay action on this application.

 5/1/24
Applicant's Signature and Date

Date Received: _____ Received by: _____ Receipt No. _____ File No. _____	Application Fees	
	Deposit Amount	\$
	Flat Fee Due	\$
	Total	\$
	Check No	

WINERY OPERATIONS

Please indicate whether the activity or uses below are already legally **EXISTING**, whether they exist and are proposed to be **EXPANDED** as part of this application, whether they are **NEWLY PROPOSED** as part of this application, or whether they are neither existing nor proposed (**NONE**).

Retail Wine Sales	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input checked="" type="checkbox"/> None
Tours and Tasting- Open to the Public	<input type="checkbox"/> Existing			
Tours and Tasting- By Appointment	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input checked="" type="checkbox"/> None
Food at Tours and Tastings	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input checked="" type="checkbox"/> None
Marketing Events*	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input checked="" type="checkbox"/> None
Food at Marketing Events	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input checked="" type="checkbox"/> None
Will food be prepared...		<input type="checkbox"/> On-Site?	<input type="checkbox"/> Catered?	
Public display of art or wine-related items	<input type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input checked="" type="checkbox"/> None
Wine Sales/Consumption – AB 2004	<input type="checkbox"/> Existing		<input type="checkbox"/> Proposed	<input checked="" type="checkbox"/> None

* For reference please see definition of "Marketing," at Napa County Code §18.08.370 - <http://library.municode.com/index.aspx?clientId=16513>

Production Capacity *

Please identify the winery's...

Existing permitted production capacity: N/A gal/y Per permit : _____ Permit date: _____

Current maximum actual production: _____ gal/y For what year? _____

Average 3 year production: _____ gal/y

Proposed production capacity: 250,000 GAL/Yr

* For this section, please see "Winery Production Process".

Visitation and Operations

Please identify the winery's...

Maximum daily tours/tastings visitation: _____ existing _____ proposed

Maximum weekly tours/tastings visitation: _____ existing _____ proposed

Visitation hours (e.g. M-Sa, 10am-4pm): _____ existing _____ proposed

Production days and hours¹: _____ existing 7 days/wk 6am-8pm proposed

¹ It is assumed that wineries will operate up to 24 hours per day during crush.

Grape Origin

All new wineries and any existing (pre-WDO) winery expanding beyond its winery development area must comply with the 75% rule and complete the attached "Initial Statement of Grape Source". See Napa County Code §18.104.250 (B) & (C). The project description should include information on location and quantity of grapes.

N/A

Marketing Program

Please describe the winery's proposed marketing program. Include event type, maximum attendance, hours, location/facilities to be used, food service details, etc. Provide a site plan showing where the marketing event activities will occur, including overflow/off-site parking. Differentiate between existing and proposed activities. (Attach additional sheets as necessary.)

N/A

On-Site Consumption

If requesting On-Site Consumption, please provide a site plan showing where such activities will occur.

N/A

Food Service

Please describe the nature of any proposed food service including type of food, frequency of service, whether prepared on site or not, kitchen equipment, eating facilities, etc. Please differentiate between existing and proposed food service and existing type of commercial kitchen (low, medium or high risk) and/or food preparation areas authorized by the County Environmental Health Division. (Attach additional sheets as necessary.)

N/A

Winery Coverage and Accessory/Production Ratio

Winery Development Area. Consistent with the definition at "a.," and with the marked-up site plans included in your submittal, please indicate your proposed winery development area. If the facility already exists, please differentiate between existing and proposed.

Existing N/A sq. ft. N/A acres
Proposed +/- 8,770 sq. ft. ± .2 acres

Winery Coverage. Consistent with the definition at "b.," and with the marked-up site plans included in your submittal, please indicate your proposed winery coverage (maximum 25% of parcel or 15 acres, whichever is less).

55,940 sq. ft. ± 1.2 acres ± 47 % of parcel

Production Facility. Consistent with the definition at "c.," and the marked-up floor plans included in your submittal, please indicate your proposed production square footage. If the facility already exists, please differentiate between existing and proposed.

Existing N/A sq. ft. Proposed ± 48,570 sq. ft.

Accessory Use. Consistent with the definition at "d.," and the marked-up floor plans included in your submittal, please indicate your proposed accessory square footage. If the facility already exists, please differentiate between existing and proposed. (maximum = 40% of the production facility)

Existing N/A sq. ft. N/A % of production facility
Proposed ± 6,200 sq. ft. ± 12 % of production facility

Caves and Crush pads

If new or expanded caves are proposed, please indicate which of the following best describes the public accessibility of the proposed and existing cave space: Please denote on cave floor plans the location of existing and proposed cave type/activities and identify location of on-site cave spoils on a site plan.

Existing Cave:

- ☒ None – no visitors/tours/events (Class I) ☐ Guided Tours Only (Class II) ☐ Public Access (Class III)
☐ Marketing Events and/or Temporary Events (Class III)

Expanded or New Cave:

- ☒ None – no visitors/tours/events (Class I) ☐ Guided Tours Only (Class II) ☐ Public Access (Class III)
☐ Marketing Events and/or Temporary Events (Class III)

Please identify the winery's...

Cave area (total) Existing: _____ sq. ft. Proposed: _____ sq. ft.
Cave area (Production) Existing: _____ sq. ft. Proposed: _____ sq. ft.
Cave area (Accessory) Existing: _____ sq. ft. Proposed: _____ sq. ft.
Covered crush pad area Existing: _____ sq. ft. Proposed: ± 7,800 sq. ft.
Uncovered crush pad area Existing: _____ sq. ft. Proposed: _____ sq. ft.
Cave Spoils total: Proposed: _____ cy.

Cave Spoils Use: ☐ Onsite ☐ Offsite

USE PERMIT APPLICATION
GATEWAY 24 NAPA
APPLICATION PROPOSAL STATEMENT

APPLICANT:

Shea Rouda – Phelan Development
220 Montgomery St, Suite 1069
San Francisco, CA 94104
614.562.1456

APN: 057-200-039-000

ACREAGE: 4.33 acres

ZONING DESIGNATION: IP:AC - Specific Plan (Industrial Park, Airport Compatibility, Napa County Business Park Plan Specific Plan)

LOCATION: Gateway Road West, Napa

RESPONSES TO APPLICATION STATUS LETTER 1/31/2025

Responses are formatted to match the numerical order of the comments received in the Application Status Letter addressed to Applicant dated January 31, 2025:

Planning

1. Parking has been updated to match code requirements. 55 parking stalls have been provided.
2. Although the project does not need an ALUCP review, the property still needs a Planning Commission approval for the increased height requirements and necessitates Variation Findings listed in the Napa Vally Business Park Specific Plan Section H, 1-3 and Napa County Code Section 18.40.250.D35' setback from the stream line has been added onto the site plan per County feedback during our meeting on February 19, 2025.

Napa County Code Section 18.40.250.D:

a. Superior Design & Environmental Impact

The project offers a well-designed, environmentally considerate facility with enclosed processing, stormwater controls, and water/wastewater systems.

b. Cohesive Site Design

The architecture, landscaping and lighting are thoughtfully integrated to ensure a cohesive and visually attractive site.

c. Protection of Natural Resources & Views

The site plan preserves key site features, with attention to adjacent wetlands and vegetation, and incorporates a compact footprint to minimize disturbance.

d. Consistency with Specific Plan

The proposal aligns with the Napa County Airport Industrial Area Specific Plan's land use, density, and design criteria, as well as airport compatibility.

e. Traffic Impacts & Site Circulation

Internal circulation is efficient, with clear vehicular and pedestrian access, sufficient parking, and minimized impact on surrounding roads.

f. Alternatives to Auto Travel

The plan includes provisions for bicycle parking and supports potential public transit access, encouraging non-automotive transportation options.

g. Open Space & Landscaping

Landscaping enhances aesthetics, screens service areas and parking, and contains usable open space for employees.

h. Design Principles & Screening

The structure respects scale and form, uses compatible materials, and blends into surroundings.

i. Common Area Features & Signage

Signage, lighting, and landscaping are scaled appropriately, consistently themed, and integrated to enhance the site without overwhelming it.

j. Joint Use & Maintenance Provisions

The project has secured approval from the Gateway Business Park Owners Association, ensuring ongoing use and maintenance of shared areas.

Napa Vally Business Park Specific Plan Section H, 1-3**1) Compliance with Variation Procedures**

The proposed modifications have been prepared in accordance with the applicable variation procedures outlined in Title 18 of the Napa County Code and are consistent with the zoning of the subject property.

2) Superior Aesthetic, Environmental, or Economic Benefit

The proposed adjustments—particularly related to building height—support a well-integrated architectural design, efficient winemaking operations, and sustainable resource use, offering superior environmental and aesthetic outcomes compared to baseline standards.

3) Consistency with Airport Safety Regulations

The project is in Zone D and has received FAA clearance for both temporary and permanent height variances, ensuring full compliance with all applicable airport safety standards.

3. 35' setback from the stream-line has been added onto the site plan per County feedback during our meeting on February 19, 2025.
4. Earthwork summary has been added and earthwork will avoid any stream setback.
5. The meeting on February 19, 2025 with Wendy Atkins was extremely helpful and we are very appreciative of the time and help the county has made available to us.

Environmental Health

1. Will serve letter from NapaSan includes a reserve area and approval for our hold and haul system. A new wastewater system feasibility report has been included in this submittal that satisfies design criteria and standards for a hold and haul.

RESPONSES TO APPLICATION STATUS LETTER 10/31/2024

Responses are formatted to match the numerical order of the comments received in the Application Status Letter addressed to Applicant dated October 31, 2024:

Planning

2. A will serve letter from American Canyon has been obtained and added into our Sub3 folder.
4. The intention of asking for a height variance is to create a more economically viable building. Additional height allows us to service a great number of tenants, ensuring the building remains occupied and avoids the unsightly issues that come with vacancy.

Additionally, the building directly west of us (144 Gateway Rd E. – which is also closer to the airport than our project) has a building height of 40+ feet. We would maintain a similar height, while being positioned slightly farther away from the airport.

Lastly, according to the advice of Mark Witsoe, the Airport Manager, we will seek:

- Approval of the development by ALUC.
 - Convey an aviation easement to the County allowing for overflight, noise, and emissions from aircraft.
 - Submit two separate 7460-1 notices of proposed construction to the FFA, one for crane lifts and one for a determination of no hazard to aircraft from the building height.
6. The site plan has been updated with three points demonstrating the creek setback distance. Our previous submittal (Sub2) also included two documents supporting our setbacks, one titled “Sub2 –

Supp” from Dana Morrison, our pre-app assigned planner, that mentions the County found that our “proposed development appears to adequately and appropriately delineate the required setback from Sheehy Creek.”

That report reviewed by Dana and prepared by our biologist is also included in Sub2, labeled “Sub2 – Biological Study,” with specific reference to the setback located towards the end of the document and titled “Attachment E.”

Environmental Health

1. No process wastewater will be disposed of through the NSD sewer connection. Only domestic wastewater will be disposed through Napa San.

We attempted to retrieve a waiver from Napa San for the hold and haul (a Zero-Waste Discharge Permit) but have been told this cannot be issued until they’ve received approved plans for the development from the County and inspected the project.

Gavin Glascott, Civil Engineer at Napa San, mentioned “there shouldn’t be an issue with you obtaining a zero-waste discharge permit when the time comes, it’s just a little premature at this point.” This communication with Napa San has been added into our Sub3.

[Updated Project Overview Included on Following Pages]

DESCRIPTION OF REQUEST and PROJECT DESIGN

The Applicant requests approval of a 250,000-gallons-per-year winery located in a single +/- 54,770 s.f. structure located at Gateway Road West (APNs 057-200-039-000) (the Facility). The Facility will include wine production and warehouse/storage space, office space, and an employee breakroom and laboratory space.

A crush pad is proposed for construction in the building. The proposed winery will not process grapes outdoors, and the loading dock area plans to be fitted with a standard 6-foot overhang and stormwater collection, storage and dissemination infrastructure.

No tasting, marketing events and retail wine sales will occur at the Facility.

The ±4.33-acre property (Property) is currently an infill, vacant site adjacent to a large winery that is on the west side of Gateway Rd and a winery distribution building to the south on Gateway Rd.

HOSPITALITY and RETAIL SALES

There will be no tours, tastings, or retail sales conducted on the property.

WATER and WASTEWATER

The City of American Canyon has allotted 2,814.5 gallons of municipal drinking water per day to the 4.33acre Property (4.33-acres x 650 gallons/acre/day). On an annual basis, this equates to +/-1,027,293 gallons/year. This water will be used for all winemaking and domestic needs at the Facility. Water used for landscaping on the Property will be supplied via a hookup to the reclaimed water system maintained by NSD. A Will-Serve Application has been prepared and will be submitted to the City of American Canyon to establish the water supply entitlement for the Property.

Process wastewater will be held in an underground storage tank, then pumped and hauled away ("hold and haul" system). No process wastewater will be released into the sewer. Domestic wastewater will be directly disposed of through the NSD sewer connection. A sewer feasibility report has been conducted in conjunction with the hold and haul system.

ZONING STANDARDS

The Property is located in the Airport Industrial Area (AIA) and is currently undeveloped. The surrounding uses include industrial/warehouse buildings to the west and south, one story office buildings to the east and an airport to the west. Several wine production, storage and fulfillment facilities are located nearby. The proposed use is consistent with the current AIA zoning and master plan. The proposed design meets all applicable requirements, including road and stream setbacks, as well as those associated with the Property's proximity to the Napa County Airport.

The Property is designated Light Industrial/Business Park by the 1986 AIASP and is zoned IP:AC, Industrial

Park, Airport Compatibility, within the Napa County Business Park Plan Specific Plan). The IP zoning district allows wineries with the approval of a Use Permit by the Napa County Planning Commission. The proposed building is architecturally designed to be compatible with the existing development in the project vicinity and provide an attractive view from nearby roadways and other properties. Landscaping is proposed that will further enhance the aesthetics of the project. This project is consistent with the zoning district and all zoning ordinance standards and the AIASP.

PARKING

The proposed development consists of mixed occupancy: production space, storage/warehousing space, office, and employee breakroom and laboratory space. Based on usable tenant spaces and the County's required parking ratios, the proposed project requires 55 spaces.

We plan to develop the Property with 55 parking spaces. This ensures adequate parking for the project as proposed

AIRPORT LAND USE COMPATIBILITY PLAN/AIRPORT COMPATIBILITY ZONING CONSISTENCY

The subject property is located within Zone D1 (Traffic Pattern Zone) of the Napa Countywide Airport Land Use Compatibility Plan (ALUCP), which is intended to address areas routinely overflowed by aircraft between 300 and 1,000 feet above ground level and subject to occasional single-event noise intrusion. According to Exhibit 5-4 (page 5-11) of the ALUCP, Zone D1 is classified under the Compatibility Zone Delineation for land use planning purposes.

Per the land use categories in the ALUCP, the proposed use falls under "Light Industrial, Low Intensity," which is generally considered compatible within Zone D1. This compatibility is based on both the nature of the use and its limited intensity, in terms of both occupancy and structural development.

The project proposes a building height of 45 feet to meet the operational needs of the winery tenant. Although this exceeds the typical ALUCP height restriction, the applicant has secured both FAA approval for a temporary crane above this height and a permanent variance from the ALUC for the building itself.

ENVIRONMENTAL and CULTURAL RESOURCES

The Environmental sensitivity maps on file with the Napa County Conservation, Development & Planning Department have been reviewed. The Property is not identified as containing any cultural resources or geologic hazards and it is not in the flood plain. It is not located in a groundwater deficient area. Due to the proximity of the Facility to Sheehy Creek, and subsequent to communications with PBES staff, the Property has been evaluated for the presence of cultural and sensitive ecological resources.

A cultural resource records search revealed no recorded archeological resources on the Property. As recommended, however, the Applicant (or County Staff) will contact local Native American tribe(s) regarding traditional, cultural, and religious heritage values potentially associated with the Property. A

pre-construction field survey will also be conducted. The report associated with these evaluations have been submitted as part of this application.

A Biological and Wetlands Resources Assessment (BRA) conducted for the Property identified potentially jurisdictional wetlands and “other waters of the United States” within the project area. A query of the California Natural Diversity Database (Rarefind) resulted in no records of any species of special concern within or immediately adjacent to the Property. All subsequent permits required for development of the site will be obtained.

TRIP GENERATION AND SCHEDULING

At the end of the workday, all materials used for production will be stored in appropriate containers and/or spaces to avoid unnecessary vehicle trips to and from the site.

TRAFFIC CIRCULATION

The Facility’s employee, visitor and delivery vehicle access and circulation have been designed to ensure the greatest degree of safety and efficient traffic flow.

NOISE AND LIGHTING

Noise generated by the Facility’s activities will be within the Napa County Noise Ordinance.

FIRE PROTECTION

Fire protection measures will comply with the Napa County Fire Marshal requirements.

OWNERS ASSOCIATION

The proposed project has received all requisite approvals from the Gateway Business Park Owners Association.

TREES IN CONSERVATION EASEMENT

Four coast live oak trees (*Quercus agrifolia*) were surveyed along the north edge of the site. One tree is approximately 14 feet tall with a single trunk measuring 11 inches in diameter at breast height. The other three trees are 10 to 12 feet tall, each with multiple trunks ranging from 5 to 10 inches in diameter. Measurements were taken on May 20, 2025, at the request of Napa County.



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A Commitment to Service

Planning, Building & Environmental Services - Hillary Gitelman, Director
1195 Third Street, Napa, CA 94559 - (707) 253-4417 - www.countyofnapa.org

Project name & APN: Gateway 24 P24-00134 | APN 057200039000

Project number if known: P24-00134

Contact person: Shea Rouda

Contact email & phone number: srouda@phelandevco.com

Today's date: 05/16/2025

Voluntary Best Management Practices Checklist for Development Projects

Napa County General Plan Policy CON-65 (e) and Policy CON-67 (d) requires the consideration of Greenhouse Gas (GHG) emissions in the review of discretionary projects and to promote and encourage "green building" design. The below Best Management Practices (BMPs) reduce GHG emissions through energy and water conservation, waste reduction, efficient transportation, and land conservation. The voluntary checklist included here should be consulted early in the project and be considered for inclusion in new development. It is not intended, and likely not possible for all projects to adhere to all of the BMPs. Rather, these BMPs provide a portfolio of options from which a project could choose, taking into consideration cost, co-benefits, schedule, and project specific requirements. Please check the box for all BMPs that your project proposes to include and include a separate narrative if your project has special circumstances.

Practices with Measurable GHG Reduction Potential

The following measures reduce GHG emissions and if needed can be calculated. They are placed in descending order based on the amount of emission reduction potential.

Already Plan
Doing To Do

ID # BMP Name

☐☐

BMP-1 Generation of on-site renewable energy

If a project team designs with alternative energy in mind at the conceptual stage it can be integrated into the design. For instance, the roof can be oriented, sized, and engineered to accommodate photovoltaic (PV) panels. If you intend to do this BMP, please indicate the location of the proposed PV panels on the building elevations or the location of the ground mounted PV array on the site plan. Please indicate the total annual energy demand and the total annual kilowatt hours produced or purchased and the potential percentage reduction of electrical consumption. Please contact staff or refer to the handout to calculate how much electrical energy your project may need.

☐☒

BMP-2 Preservation of developable open space in a conservation easement

Please indicate the amount and location of developable land (i.e.: under 30% slope and not in creek setbacks or environmentally sensitive areas for vineyards) conserved in a permanent easement to prohibit future development.

A 45' landscape setback easement preserves otherwise developable land on the eastern boundary and a conservation easement along the northern property boundary does the same.

Already Plan
Doing To Do

☐ ☒ **BMP-3 Habitat restoration or new vegetation (e.g. planting of additional trees over 1/2 acre)**

Napa County is famous for its land stewardship and preservation. Restoring areas within the creek setback reduces erosion potential while planting areas that are currently hardscape (such as doing a bio-retention swale rather than underground storm drains) reduces storm water and helps the groundwater recharge. Planting trees can also increase the annual uptake of CO₂e and add the County's carbon stock.

Over 30,000 sf of landscaping is planned with dozens of new trees and the use of bioretention basins.

☐ ☐ **BMP-4 Alternative fuel and electrical vehicles in fleet**

The magnitude of GHG reductions achieved through implementation of this measure varies depending on the analysis year, equipment, and fuel type replaced.

Number of total vehicles

Typical annual fuel consumption or VMT

Number of alternative fuel vehicles

Type of fuel/vehicle(s)

Potential annual fuel or VMT savings

☐ ☐ **BMP-5 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 2**

The California Building Code update effective January 1, 2011 has new mandatory green building measures for all new construction and has been labeled CALGREEN. CALGREEN provides two voluntary higher levels labeled CALGREEN Tier I and CALGREEN Tier II. Each tier adds a further set of green building measures that go above and beyond the mandatory measures of the Code. In both tiers, buildings will use less energy than the current Title 24 California Energy Code. Tier I buildings achieve at least a 15% improvement and Tier 2 buildings are to achieve a 30% improvement. Both tiers require additional non-energy prerequisites, as well as a certain number of elective measures in each green building category (energy efficiency, water efficiency, resource conservation, indoor air quality and community).

☐ ☐ **BMP-6 Vehicle Miles Traveled (VMT) reduction plan**

Selecting this BMP states that the business operations intend to implement a VMT reduction plan reducing annual VMTs by at least 15%.

Tick box(es) for what your Transportation Demand Management Plan will/does include:

- ☐ employee incentives
- ☐ employee carpool or vanpool
- ☐ priority parking for efficient transportation (hybrid vehicles, carpools, etc.)
- ☐ bike riding incentives
- ☐ bus transportation for large marketing events
- ☐ Other:

Estimated annual VMT

Potential annual VMT saved

% Change

Already
Doing

Plan
To Do

☐
☐

BMP-7 Exceed Title 24 energy efficiency standards: Build to CALGREEN Tier 1

See description below under BMP-5.

☐
☐

BMP-8 Solar hot water heating

Solar water heating systems include storage tanks and solar collectors. There are two types of solar water heating systems: active, which have circulating pumps and controls, and passive, which don't. Both of them would still require additional heating to bring them to the temperature necessary for domestic purposes. They are commonly used to heat swimming pools.

☐
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BMP-9 Energy conserving lighting

Lighting is approximately 25% of typical electrical consumption. This BMP recommends installing or replacing existing light bulbs with energy-efficient compact fluorescent (CF) bulbs or Light Emitting Diode (LED) for your most-used lights. Although they cost more initially, they save money in the long run by using only 1/4 the energy of an ordinary incandescent bulb and lasting 8-12 times longer. Typical payback from the initial purchase is about 18 months.

LED lighting planned for 100% of all lights.

☐
☒

BMP-10 Energy Star Roof/Living Roof/Cool Roof

Most roofs are dark-colored. In the heat of the full sun, the surface of a black roof can reach temperatures of 158 to 194 °F. Cool roofs, on the other hand, offer both immediate and long-term benefits including reduced building heat-gain and savings of up to 15% the annual air-conditioning energy use of a single-story building. A cool roof and a green roof are different in that the green roof provides living material to act as a both heat sink and thermal mass on the roof which provides both winter warming and summer cooling. A green (living) roof also reduces storm water runoff.

White colored roof planned

☐
☒

BMP-11 Bicycle Incentives

Napa County Zoning Ordinance requires 1 bicycle rack per 20 parking spaces (§18.110.040). Incentives that go beyond this requirement can include on-site lockers for employees, showers, and for visitor's items such as directional signs and information on biking in Napa. Be creative!

☐
☐

BMP-12 Bicycle route improvements

Refer to the Napa County Bicycle Plan (NCPTA, December 2011) and note on the site plan the nearest bike routes. Please note proximity, access, and connection to existing and proposed bike lanes (Class I: Completely separated right-of-way; Class II: Striped bike lane; Class III: Signed Bike Routes). Indicate bike accessibility to project and any proposed improvements as part of the project on the site plan or describe below.

Already Plan
Doing To Do

☐ ☒ **BMP-13 Connection to recycled water**

Recycled water has been further treated and disinfected to provide a non-potable (non-drinking water) water supply. Using recycled water for irrigation in place of potable or groundwater helps conserve water resources.

NapaSan recycled water will be used for irrigation

☐ ☒ **BMP-14 Install Water Efficient fixtures**

WaterSense, a partnership program by the U.S. Environmental Protection Agency administers the review of products and services that have earned the WaterSense label. Products have been certified to be at least 20 percent more efficient without sacrificing performance. By checking this box you intend to install water efficient fixtures or fixtures that conserve water by 20%.

Water efficient fixtures like irrigation controller with rain sensor, isolated irrigation meter, and flow sensors called for in plans.

☐ ☒ **BMP-15 Low-impact development (LID)**

LID is an approach to land development (or re-development) that works with nature to manage storm water as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat storm water as a resource rather than a waste product. There are many practices that have been used to adhere to these principles such as bioretention facilities, rain gardens, vegetated rooftops, rain barrels, and permeable pavements. By implementing LID principles and practices, water can be managed in a way that reduces the impact of built areas and promotes the natural movement of water within an ecosystem or watershed. Please indicate on the site or landscape plan how your project is designed in this way.

The site implements large bio-retention basins for stormwater capture and treatment.

☐ ☒ **BMP-16 Water efficient landscape**

If your project is a residential development proposing in excess of 5,000 sq. ft. or a commercial development proposing in excess of 2,500 sq. ft. The project will be required to comply with the Water Efficient Landscape Ordinance (WELO).

Please check the box if you will be complying with WELO or If your project is smaller than the minimum requirement and you are still proposing drought tolerant, zeroscape, native plantings, zoned irrigation or other water efficient landscape.

☐ ☐ **BMP-17 Recycle 75% of all waste**

Did you know that the County of Napa will provide recycling collectors for the interior of your business at no additional charge? With single stream recycling it is really easy and convenient to meet this goal. To qualify for this BMP, your business will have to be aggressive, proactive and purchase with this goal in mind.

Already Plan
Doing To Do

☐ ☐ **BMP-18 Compost 75% food and garden material**

The Napa County food composting program is for any business large or small that generates food scraps and compostable, including restaurants, hotels, wineries, assisted living facilities, grocery stores, schools, manufacturers, cafeterias, coffee shops, etc. All food scraps (including meat & dairy) as well as soiled paper and other compostable - see <http://www.naparecycling.com/foodcomposting> for more details.

☐ ☐ **BMP-19 Implement a sustainable purchasing and shipping programs**

Environmentally Preferable Purchasing (EPP) or Sustainable Purchasing refers to the procurement of products and services that have a reduced effect on human health and the environment when compared with competing products or services that serve the same purpose. By selecting this BMP, you agree to have an EPP on file for your employees to abide by.

☒ ☐ **BMP-20 Planting of shade trees within 40 feet of the south side of the building elevation**

Well-placed trees can help keep your building cool in summer. If you choose a deciduous tree after the leaves drop in autumn, sunlight will warm your building through south and west-facing windows during the colder months. Well-designed landscaping can reduce cooling costs by 20%. Trees deliver more than energy and cost savings; they are important carbon sinks. Select varieties that require minimal care and water, and can withstand local weather extremes. Fruit or nut trees that produce in your area are great choices, providing you with local food as well as shade. Please use the site or landscape plan to indicate where trees are proposed and which species you are using.

Existing trees along north side of planned building with more trees planned to be planted.

☐ ☒ **BMP-21 Electrical Vehicle Charging Station(s)**

As plug-in hybrid electric vehicles (EV) and battery electric vehicle ownership is expanding, there is a growing need for widely distributed accessible charging stations. Please indicate on the site plan where the station will be.

EV charging stations included in development.

☐ ☒ **BMP-22 Public Transit Accessibility**

Refer to <http://www.ridethevine.com/vine> and indicate on the site plan the closest bus stop/route. Please indicate if the site is accessed by transit or by a local shuttle. Provide an explanation of any incentives for visitors and employees to use public transit. Incentives can include bus passes, informational hand outs, construction of a bus shelter, transportation from bus stop, etc.

Local bus stop appears to be located at corner of Gateway Rd & Devlin Rd.

Already Plan
Doing To Do

☐ ☐ **BMP-23**

Site Design that is oriented and designed to optimize conditions for natural heating, cooling, and day lighting of interior spaces, and to maximize winter sun exposure; such as a cave.

The amount of energy a cave saves is dependent on the type of soil, the microclimate, and the user's request for temperature control. Inherently a cave or a building burned into the ground saves energy because the ground is a consistent temperature and it reduces the amount of heating and cooling required. On the same concept, a building that is oriented to have southern exposure for winter warmth and shading for summer cooling with an east-west cross breeze will naturally heat, cool, and ventilate the structure without using energy. Please check this box if your design includes a cave or exceptional site design that takes into consideration the natural topography and sitting. Be prepared to explain your approach and estimated energy savings.

☐ ☒ **BMP-24 Limit the amount of grading and tree removal**

Limiting the amount of earth disturbance reduces the amount of CO2 released from the soil and mechanical equipment. This BMP is for a project design that either proposes a project within an already disturbed area proposing development that follows the natural contours of the land, and that doesn't require substantial grading or tree removal.

Site is well balanced with limited / no tree removal called for.

☐ ☐ **BMP-25 Will this project be designed and built so that it could qualify for LEED?**

BMP-25 (a) ☐

LEED™ Silver (check box BMP-25 and this one)

BMP-25 (b) ☐

LEED™ Gold (check box BMP-25, BMP-25 (a), and this box)

BMP-25 (c) ☐

LEED™ Platinum (check all 4 boxes)

Practices with Un-Measured GHG Reduction Potential

☐ ☐ **BMP-26 Are you, or do you intend to become a Certified Green Business or certified as a "Napa Green Winery"?**

As part of the Bay Area Green Business Program, the Napa County Green Business Program is a free, voluntary program that allows businesses to demonstrate the care for the environment by going above and beyond business as usual and implementing environmentally friendly business practices. For more information check out the Napa County Green Business and Winery Program at www.countyofnapa.org.

☐ ☐ **BMP-27 Are you, or do you intend to become a Certified "Napa Green Land"?**

Napa Green Land, fish friendly farming, is a voluntary, comprehensive, "best practices" program for vineyards. Napa Valley vintners and growers develop farm-specific plans tailored to protect and enhance the ecological quality of the region, or create production facility programs that reduce energy and water use, waste and pollution. By selecting this measure either you are certified or you are in the process of certification.

Already Plan
Doing To Do

☐☒

BMP-28 Use of recycled materials

There are a lot of materials in the market that are made from recycled content. By ticking this box, you are committing to use post-consumer products in your construction and your ongoing operations.

☐☐

BMP-29 Local food production

There are many intrinsic benefits of locally grown food, for instance reducing the transportation emissions, employing full time farm workers, and improving local access to fresh fruits and vegetables.

☐☐

BMP-30 Education to staff and visitors on sustainable practices

This BMP can be performed in many ways. One way is to simply put up signs reminding employees to do simple things such as keeping the thermostat at a consistent temperature or turning the lights off after you leave a room. If the project proposes alternative energy or sustainable winegrowing, this BMP could include explaining those business practices to staff and visitors.

☐☐

BMP-31 Use 70-80% cover crop

Cover crops reduce erosion and the amount of tilling which is required, which releases carbon into the environment.

☐☐

BMP-32 Retain biomass removed via pruning and thinning by chipping the material and reusing it rather than burning on-site

By selecting this BMP, you agree not to burn the material pruned on site.

☐☐

BMP-33 Are you participating in any of the above BMPS at a 'Parent' or outside location?

☐☐

BMP-34 Are you doing anything that deserves acknowledgement that isn't listed above?

Comments and Suggestions on this form?



Memorandum

Date: August 22, 2024

Project: P24-00134 (NAX189)

To: Mr. Curtis Sawyer

From: Dalene J. Whitlock
dwhitlock@w-trans.com
Mark Brown
mbrown@w-trans.com

Subject: Assumptions for the Gateway 24 Napa Project Transportation Impact Study

W-Trans has entered a contract to prepare a transportation impact study for the subject project. To ensure that the resulting analysis will provide adequate information and reflect your policies accurately, it would be appreciated if you would refer this memorandum to the Public Works Department and request that they review the following assumptions that we anticipate applying to our analysis along with our proposed scope of services and provide comments regarding their adequacy at their earliest convenience.

Understanding

The proposed project would be located at the terminus of Gateway Road East in the County of Napa. We understand that the project as proposed includes 53,876 square feet of winery space for the purpose of producing wine. The project's trip generation was estimated using the County of Napa's Winery Trip Generation Worksheet, which is attached. Based on the results of the worksheet, the proposed project would be expected to generate an average of 23 daily weekday and weekend trips during non-harvest months and 72 daily weekday and weekend trips during harvest. During both a.m. and p.m. peak hours, there would be nine trips generated during non-harvest periods and 30 trips generated during harvest. These results are summarized in Table 1.

Table 1 – Trip Generation Summary

Land Use	Units	Daily Trips	AM Peak Hour			PM Peak Hour		
			Trips	In	Out	Trips	In	Out
Winery - Non-Harvest	53.88 ksf	23	9	7	2	9	2	7
Winery - Harvest	53.88 ksf	72	30	22	8	30	8	22

Note: ksf = 1,000 square feet

Since the proposed project would not generate more than 110 daily trips, it was determined that a full transportation impact study would not be required under the County of Napa's policies.

Study Area

The study area will consist of the section of Gateway Road East providing access to the project site.

Tasks

Project Initiation

1. A field visit of the project site and study area will be conducted. Specific attention will be paid to sight distance for both exiting and entering movements at the site's driveway and potential conflicts with other driveways. Appropriate field notes and photos will be taken. A brief speed survey will be performed to determine applicable approach speeds for use in evaluating adequacy of sight distance.

CEQA Analysis

2. Adequacy of facilities for pedestrians, bicyclists, and transit riders and the project's conformance with County policies will be evaluated within the context of both the setting and the type of land use.
3. The project's anticipated impact in terms of Vehicle Miles Traveled (VMT) will be determined based on adopted standards. Per the County's policy, all projects must have a Transportation Demand Management (TDM) plan to reduce trips by 15 percent. A TDM Plan will be developed to achieve this reduction.
4. Collision records for the study intersections will be reviewed for any trends or patterns, and the intersection collision rates calculated. More detailed reviews will be performed for any locations having an above-average collision rate.
5. The proposed project driveway will be evaluated in terms of adequacy of sight distance and safety considerations.
6. Adequacy of emergency access and the project's potential impact on emergency response times will be assessed.

Policy Issues

7. The proposed parking supply will be evaluated to determine if it meets applicable requirements. If appropriate, a comparison will be made to industry standard parking demand rates.
8. Recommendations will be developed to address any impacts or operational deficiencies identified.

Deliverables

9. A draft report that provides details of the analysis and findings, together with tables and copies of all calculations will be prepared and submitted for your review.
10. Comments from staff will be addressed, and a final report prepared.



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A Commitment to Service

WINERY TRIP GENERATION WORKSHEET

Planning, Building & Environmental Services

1195 Third Street, Suite 210

Napa, CA 94559-3082

(707) 253-4417

PROJECT DESCRIPTION

Winery Name: _____	Date Prepared: _____
---------------------------	-----------------------------

Existing/Permitted Winery		Harvest	Non-Harvest
Number of Full Time Employees*	Weekday		
	Weekend		
Number of Part Time Employees*	Weekday		
	Weekend		
Maximum Daily Visitation	Weekday		
	Weekend		
Annual Gallons of Production			
Annual Tons of Grape Haul			N/A
Number of Visitors at the Largest Event that occurs two or more times per month, on average	Weekday		
	Weekend		

Proposed Winery		Harvest	Non-Harvest
Number of Full Time Employees*	Weekday		
	Weekend		
Number of Part Time Employees*	Weekday		
	Weekend		
Maximum Daily Visitation	Weekday		
	Weekend		
Annual Gallons of Production			
Annual Tons of Grape Haul			N/A
Number of Visitors at the Largest Event that occurs two or more times per month, on average	Weekday		
	Weekend		

*Number of full time and part time employees should represent the max number of employees that will be working on any given day (including all vendors and contractors employed for the largest event that occurs two or more times per month on average).

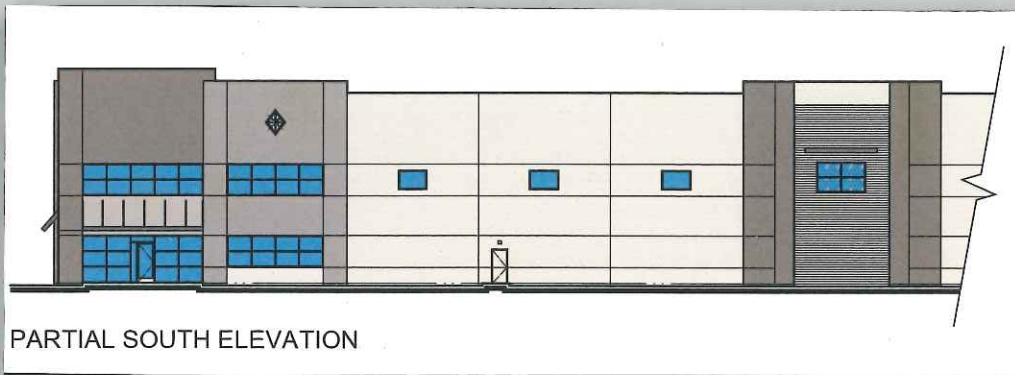
TRIP GENERATION

Existing Winery				Harvest	Non-Harvest
<u>Maximum Daily Weekday Traffic (Friday)</u>					
	<u>Harvest</u>	<u>Non-Harvest</u>			
FT Employees		3.05 one way trips/employee	FT Employee Daily Trips		
PT Employees		1.9 one way trips/employee	PT Employee Daily Trips		
Max Visitors		2.6 visitors/vehicle for 2 one way trips	Max Visitor Daily Trips		
Max Event		2.6 visitors/vehicle for 2 one way trips	Max Event Daily Trips		
Gallons of Production		0.000018 truck trips	Production Daily Trips		
Tons of Grape Haul#		0.013889 truck trips	Grape Haul Daily Trips		
			Total Weekday Daily Trips		
			Total Weekday Peak Hour Trips*		
<u>Maximum Daily Weekend Traffic (Saturday)</u>					
	<u>Harvest</u>	<u>Non-Harvest</u>			
FT Employees		3.05 one way trips/employee	FT Employee Daily Trips		
PT Employees		1.9 one way trips/employee	PT Employee Daily Trips		
Max Visitors		2.8 visitors/vehicle for 2 one way trips	Max Visitor Daily Trips		
Max Event		2.8 visitors/vehicle for 2 one way trips	Max Event Daily Trips		
Gallons of Production		0.000018 truck trips	Production Daily Trips		
Tons of Grape Haul#		0.013889 truck trips	Grape Haul Daily Trips		
			Total Weekend Daily Trips		
			Total Weekend Peak Hour Trips*		
<u>Maximum Annual Traffic</u>					
			Total Annual Trips**		
Proposed Winery				Harvest	Non-Harvest
<u>Maximum Daily Weekday Traffic (Friday)</u>					
	<u>Harvest</u>	<u>Non-Harvest</u>			
FT Employees		3.05 one way trips/employee	FT Employee Daily Trips		
PT Employees		1.9 one way trips/employee	PT Employee Daily Trips		
Max Visitors		2.6 visitors/vehicle for 2 one way trips	Max Visitor Daily Trips		
Max Event		2.6 visitors/vehicle for 2 one way trips	Max Event Daily Trips		
Gallons of Production		0.000018 truck trips	Production Daily Trips		
Tons of Grape Haul#		0.013889 truck trips	Grape Haul Daily Trips		
			Total Weekday Daily Trips		
			Total Weekday Peak Hour Trips*		
<u>Maximum Daily Weekend Traffic (Saturday)</u>					
	<u>Harvest</u>	<u>Non-Harvest</u>			
FT Employees		3.05 one way trips/employee	FT Employee Daily Trips		
PT Employees		1.9 one way trips/employee	PT Employee Daily Trips		
Max Visitors		2.8 visitors/vehicle for 2 one way trips	Max Visitor Daily Trips		
Max Event		2.8 visitors/vehicle for 2 one way trips	Max Event Daily Trips		
Gallons of Production		0.000018 truck trips	Production Daily Trips		
Tons of Grape Haul#		0.013889 truck trips	Grape Haul Daily Trips		
			Total Weekend Daily Trips		
			Total Weekend Peak Hour Trips*		
<u>Maximum Annual Traffic</u>					
			Total Annual Trips**		
Net New Trips				Harvest	Non-Harvest
<u>Maximum Weekday Traffic (Friday)</u>					
If total net new daily trips is greater than 110, a TIS is required			Net New Weekday Daily Trips		
			Net New Weekday Peak Hour Trips*		
<u>Maximum Weekend Traffic (Saturday)</u>					
If total net new daily trips is greater than 110, a TIS is required			Net New Weekend Daily Trips		
			Net New Weekend Peak Hour Trips*		
<u>Maximum Annual Traffic</u>					
			Net New Annual Trips**		

#Trips associated with Grape Haul represent harvest season only.

*Weekday peak hour trips are calculated as 38% of daily trips associated with visitors and production plus one trip per employee. Weekend peak hour trips are calculated as 57% of daily trips associated with visitors and production plus one trip per employee.

**Annual trips represent a conservative calculation that assumes 11 weeks of harvest, all weekdays are Fridays, all weekends are Saturdays, and assumes that the largest event that occurs two or more times per month on average occurs every day.



6.



1. SHERWIN WILLIAMS /
IVORY LACE / SW 7013

2. SHERWIN WILLIAMS /
ANALYTICAL GRAY /
SW 7051

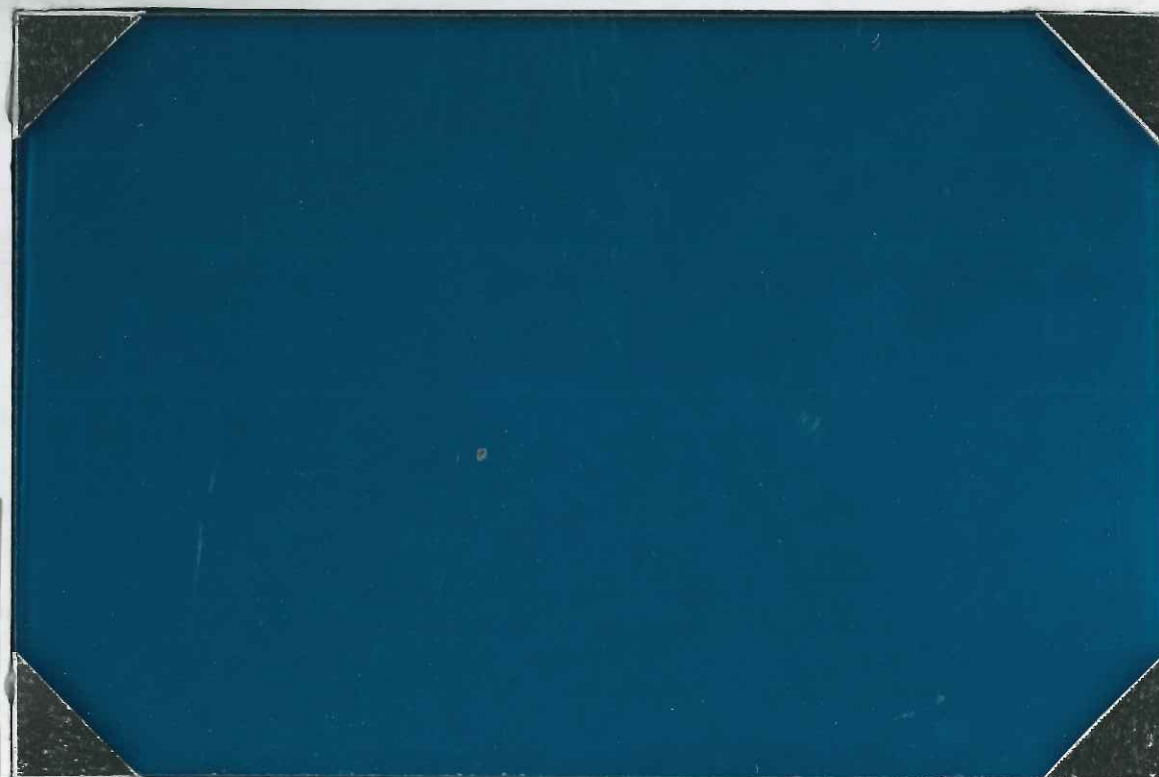
3. SHERWIN WILLIAMS /
PAVESTONE / SW 7642

4. SHERWIN WILLIAMS /
WARM STONE / SW 7032

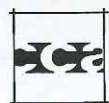
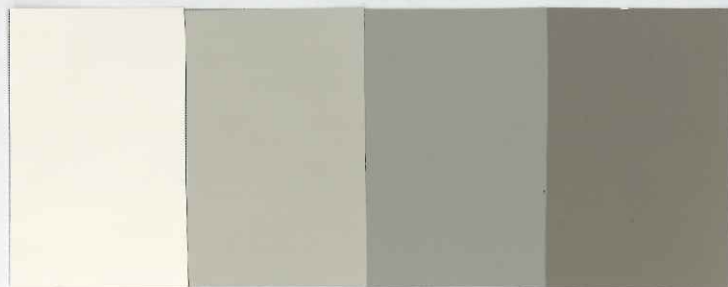
5. PPG VITRO PACIFICA
GLAZING

6. CLEAR ANODIZED
ALUMINUM MULLIONS

5.



1. 2. 3. 4.



Carlile Coatsworth architects
18600 MacArthur Blvd - Suite 300 - Irvine, CA 92612 - Phone: 949.833.1930 - Fax: 949.833.1140

Gateway Road
Napa County, California



PHELAN HAUGEN
DEVELOPMENT



Service Planning Department
Region 1 / North Coast

300 Burnell Street
Napa, CA 94559
Phone: 415/744-4619

January 4th, 2024

Phelan Development
Attn: Shea Rouda
220 Montgomery St, Suite 315
San Francisco, CA 94104

Re: Gateway Rd East, Napa CA 94558

Mr. Rouda,

Gas and Electric service is available to **Gateway Rd East, Napa 94558**.

Extensions of these facilities will be made in accordance with our gas and electric rules and regulations on file with the State of California Public Utilities Commission at the time the applicant applies for gas and electric service.

Please refer any inquiries to me at **(415) 744-4619**.

Sincerely,

Philip Souza
Industrial Power Engineer
North Bay Service Planning

Internal