



# 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

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Wednesday, March 18, 2026

9:00 AM

Board of Supervisors Chambers  
1195 Third Street, Third Floor

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**1. CALL TO ORDER / ROLL CALL**

Commissioners Present: Kara Brunzell, Pete Richmond, Megan Dameron, Molly Moran Williams, Walter Brooks

Commissioners Absent: None

**2. PLEDGE OF ALLEGIANCE**

**3. CITIZEN COMMENTS AND RECOMMENDATIONS**

None

**4. APPROVAL OF MINUTES**

Motion by Commissioner Dameron to approve minutes for the March 4, 2026, regular meeting as presented, seconded by Commissioner Brooks

Vote: Carried 5-0-0

Yes: Dameron, Brooks, Moran Williams, Richmond, Brunzell,

No: None

Absent: None

**5. AGENDA REVIEW**

Michael Parker gave the agenda review.

**6. ADMINISTRATIVE ITEMS**

**A. Receive an informational presentation from the Engineering Division of Planning, Building, and Environmental Services Department (PBES) and the County Fire Marshal on the application and scope of the Napa County Road and Street Standards.**

**7. DISCLOSURES**

Yes: Brooks, Dameron, Brunzell, Moran Williams

No: Richmond

Absent: None

**8. PUBLIC HEARING ITEMS**

**A. PONDEROSA NORMAN WEIR / HAGAFEN CELLARS WINERY / USE PERMIT  
MAJOR MODIFICATION #P19-00121-MOD**

**CEQA STATUS:** Consideration and intention to find the project categorically exempt from the California Environmental Quality Act (CEQA). It has been determined that this type of project does not have a significant effect on the environment and is exempt from CEQA. The project will not impact an environmental resource of hazardous or critical concern, has no cumulative impact, there is no reasonable possibility that the activity may have a significant effect on the environment due to unusual circumstances, will not result in damage to scenic resources, is not located on a list of hazardous waste sites, or cause substantial adverse change in the significance of a historical resource. Based on the proposed project as described below, the project meets the criteria for eligibility as Categorical Exemption from CEQA under Classes 1 and 4. [See Class 1 (“Existing Facilities”) and Class 4 (“Minor Alterations to Land”), which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301, §15304]. The project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

**REQUEST:** This application was submitted to participate in the County’s Code Compliance Program as described in Resolution No. 2018-164 adopted by the Napa County Board of Supervisors on December 4, 2018. The proposal is to grant a Use Permit Major Modification to an existing 50,000-gallon winery to remedy existing violations through recognition and approval of existing days of operation, existing days allowing retail sales, and levels of visitation. Approval and recognition of these activities will require improvements to the existing driveway. The proposal includes revisions to prior conditions of approval regarding annual reporting on multiple winery operations and noticing of all marketing events.

The project is located on an approximately 12.28-acre parcel within the Agricultural Preserve (AP) zoning district with a General Plan land use designations of Agricultural Resource (AR) at 4160 Silverado Trail, Napa  
Assessor’s Parcel Number 039-130-002.

**STAFF RECOMMENDATION:** Find the Project Categorical Exempt from CEQA and approve Use Permit Modification P19-00121, as conditioned.

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

**APPLICANT AGENT CONTACT:** Norman Weir, 4160 Silverado Trail, Napa, ernie@hagafen.com, (707) 252-4562

**APPLICANT REPRESENTATIVE CONTACT:** Beth Painter, 10 Canopy Lane, Napa, Beth@bnpapa.com, (707) 337-3385

Chair Brunzell opened public comment, one comment was received, she closed public comment. Motion by Commissioner Brooks to continue the item to a date certain of April 1, 2026, seconded by Commissioner Moran Williams.

Vote: Carried 5-0-0

Yes: Brooks, Moran Williams, Dameron, Richmond, Brunzell

No: None

Absent: None

**B. SHELDON RICHARDS / PALOMA VINEYARD / USE PERMIT MAJOR MODIFICATION NO. P19-00386-MOD**

**CEQA STATUS:** Consideration and possible adoption of a Mitigated Negative Declaration. According to the proposed Mitigation Negative Declaration, the proposed project would not have any potentially significant environmental impacts after implementation of mitigation measures for Biological Resources. This project is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5.

(State Clearinghouse Number #2026020369)

**REQUEST:** This application was submitted to participate in the County's Code Compliance Program as described in Resolution No. 2018-164 adopted by the Napa County Board of Supervisors on December 4, 2018. The proposal is to modify an existing winery Use Permit and subsequent modifications to recognize and approve the following items that are out of compliance with the permitted entitlements: daily visitation and hours of operation for visitation. In addition, the application also seeks to expand its entitlements to construct a new hospitality building; convert a portion of the existing main residence for winery storage; change hours of operation for production activities; modify visitation; allow on-site wine consumption pursuant to Business and Professions Code Sections 23358, 23390 and 23396.5.; and, add parking. The applicant has also submitted plans that show widening the existing access drive to meet the Napa County Road and Street Standards.

The project is located on an approximately 17.11-acre site within the AW (Agricultural Watershed) zoning district with a General Plan land use designation of AWOS (Agriculture, Watershed, and Open Space) at 4013 Spring Mountain Road, St. Helena, CA 94574; APN: 022-150-008.

**STAFF RECOMMENDATION:** Adopt the Mitigated Negative Declaration and approve the Use Permit Modification subject to the recommended conditions of approval.

**STAFF CONTACT:** Sean Trippi, Supervising Planner, (707) 299-1353 or [sean.trippi@countyofnapa.org](mailto:sean.trippi@countyofnapa.org)

**APPLICANT CONTACT:** Sheldon Richards, Paloma Vineyard, 4013 Spring Mountain Road, St. Helena CA 94574 (707) 963-7504, [info@palomavineyard.com](mailto:info@palomavineyard.com)

**APPLICANT REPRESENTATIVE CONTACT:** Scott Greenwood-Meinert, Coblenz Patch Duffy & Bass, LLP., (415) 772-5741, [sgreenwood-meinert@coblenzlaw.com](mailto:sgreenwood-meinert@coblenzlaw.com)  
Chair Brunzell opened public comment, one comment was received, she closed public comment.  
Motion by Commissioner Dameron to continue the item to a date certain of May 20, 2026, seconded by Commissioner Moran Williams  
Vote: Carried 5-0-0  
Yes: Dameron, Moran Williams Richmond, Brooks , Brunzell  
No: None  
Absent: None

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

DISCUSSION OF ITEMS FOR THE *APRIL 1, 2026, REGULAR MEETING*

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

BOARD OF SUPERVISORS ACTIONS

Michael Parker reported on BOS project actions

OTHER DEPARTMENT ACTIVITIES - None

CODE COMPLIANCE REPORT - None

ZONING ADMINISTRATOR ACTIONS - None

OTHER PENDING PROJECT'S STATUS

Michael Parker reported on Baseline Data Report workshop.

**10. COMMISSIONER COMMENTS / COMMITTEE REPORTS - NONE**

**11. ADJOURNMENT**

Meeting adjourned at 12:17 pm

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ANGIE RAMIREZ VEGA, Meeting Clerk