



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 3, 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, 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 Brooks to approve minutes for the May 20, 2026, regular meeting as presented, seconded by Commissioner Dameron

Vote: Carried 5-0-0

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

No: None

Absent: None

5. **AGENDA REVIEW**

Michael Parker gave the agenda review.

6. **DISCLOSURES**

Yes: Moran Williams, Brooks, Brunzell

No: Richmond, Dameron

Absent: None

7. PUBLIC HEARING ITEMS

A. MARK SCHRATZ / AXR NAPA VALLEY WINERY / USE PERMIT MAJOR MODIFICATION P22-00417-MOD, VARIANCE P26-00045-VAR, AND ADMINISTRATIVE VIEWSHED PERMIT P26-00044-VIEW

CEQA STATUS: Consideration and possible adoption of a Subsequent Mitigated Negative Declaration. According to the proposed Subsequent Mitigated Negative Declaration, the project would not have any potentially significant environmental impacts after implementation of mitigation measures. Mitigation measures are proposed for the following areas: Aesthetics, Biological Resources, Cultural Resources, Transportation, 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: 1) Approval of a Major Modification to Winery Use Permit Nos. P08-00099 and P04-0541 to allow construction of a new type I wine cave, conversion of the barrel storage building to a tasting room and the adjacent outdoor crush/tank pad to hospitality uses, conversion of the main residence (apartment) to winery office use, an increase in employees and visitation, an expanded marketing program, water and wastewater system improvements, a left turn lane on St. Helena Highway / Highway 29 (SR 29) and associated driveway modifications;
2) A Variance to the 600-foot winery setback from SR 29 to allow aboveground structures associated with the wastewater treatment system; and
3) an Administrative Viewshed Permit for cave portals and water and wastewater system improvements on slopes ranging from 15 to 18 percent.

The project is located on a 7.85-acre parcel zoned for Agricultural Watershed (AW) with a General Plan land use designation of Agriculture, Watershed, and Open Space (AWOS) at 3199 N. St. Helena Highway, St. Helena, CA 94574; APN: 022-080-025.

STAFF RECOMMENDATION: Adopt the Initial Study/Subsequent Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program prepared for the project and approve the Use Permit Major Modification No. P22-00417, Variance No. P26-00045, and Administrative Viewshed Permit No. P26-00044, as conditioned.

STAFF CONTACT: Hannah Spencer, Planner III; Hannah.spencer@countyofnapa.org, (707) 253-4018

APPLICANT CONTACT: Mark Schratz, 3199 N. St. Helena Highway, St. Helena, CA 94574

APPLICANT REPRESENTATIVE CONTACT: Jeffrey Redding, Land Use Planning Services, 2423 Renfrew Street, Napa CA 94558; jreddingaicp@comcast.net, (707) 815-0723.

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

Motion by Commissioner Brooks to Adopt the Initial Study/Subsequent Mitigated Negative Declaration and Mitigation, Monitoring, and Reporting Program (MMRP) based on recommended Findings 1-7 in Attachment A; 2. Approve the Variance request (P26-00045-VAR) based on recommended Findings 8-12 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B;3. Approve the Administrative Viewshed Permit request (P26-00044-VIEW) based on recommended Findings 13-19 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B;4. Approve the Use Permit Major Modification (P22-00417-MOD) based on recommended Findings 20-24 in Attachment A, and subject to the recommended Conditions of Approval in Attachment B. as amended, seconded by Commissioner Moran Williams.

Vote: Carried 5-0-0

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

No: None

Absent: None

8. ADMINISTRATIVE ITEMS

- A. Receive an informational presentation from the Planning Division of the Planning, Building, and Environmental Services (PBES) Department and the County Fire Marshal on the application and scope of the County's Viewshed Protection Program (NCC 18.106) and Defensible Space Ordinance (NCC 8.36).

Presented by Trevor Hawkes, Planning Supervisor and Jason Downs, Fire Marshal.

No action required

9. DIRECTOR OR DIRECTOR'S DESIGNEE REPORT

DISCUSSION OF ITEMS FOR THE *JUNE 17, 2026, REGULAR MEETING*

Michael Parker discussed potential items for the June 17, 2026, meeting.

BOARD OF SUPERVISORS ACTIONS

Michael Parker reported on project actions.

OTHER DEPARTMENT ACTIVITIES - None

CODE COMPLIANCE REPORT - None

ZONING ADMINISTRATOR ACTIONS- None

OTHER PENDING PROJECT'S STATUS - None

10. COMMISSIONER COMMENTS / COMMITTEE REPORTS

Chair Brunzell reported on the Airport Advisory Committee.

11. ADJOURNMENT

Meeting adjourned at 12:07pm

ANGIE RAMIREZ VEGA, Meeting Clerk