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**Revised Recommended Conditions of
Approval and Final Agency Approval
Memos**

**PLANNING COMMISSION HEARING – MAY 20, 2026
REVISED RECOMMENDED CONDITIONS OF APPROVAL**

**Paloma Vineyard – Use Permit Major Modification
Application No. P19-00386-MOD
4013 Spring Mountain Road, St. Helena; APN 022-150-008**

This permit encompasses and shall be limited to the project commonly known as Paloma Vineyard, located at 4013 Spring Mountain Road, St. Helena. Part I encompasses the Project Scope and general conditions pertaining to statutory and local code references, project monitoring, and the process for any future changes or activities. Part II encompasses the ongoing conditions relevant to the operation of the project. Part III encompasses the conditions relevant to construction and the prerequisites for a Final Certificate of Occupancy. It is the responsibility of the permittee to communicate the requirements of these conditions and mitigations (if any) to all designers, contractors, employees, and guests of the winery to ensure compliance is achieved.

Where conditions are not applicable or relevant to this project, they shall be noted as “Reserved” and therefore have been removed.

When modifying a legally established entitlement related to this project, these conditions are not intended to be retroactive or to have any effect on existing vested rights except where specifically indicated.

PART I

1.0 PROJECT SCOPE

The permit encompasses and shall be limited to:

- 1.1 An Exception to the Napa County Road and Street Standards to the minimum design criteria for commercial roads between stations (STA) 0+00 to 3+00 (22-foot width including gate clearance), STA 3+00 to 4+50 (50-foot minimum horizontal curve), STA 6+50 to STA 9+25 (22-foot width), and STA 12+40 to STA 17+25 (22-foot width) pursuant to the exception request and associated plans prepared by RSA+, dated April 30, 2026, and April 24, 2026, respectively.
- 1.2 Approval to modify an existing 10,000 gallon per year winery to allow the following:
 - a. increase daily tours and tastings by appointment only as set forth in Condition of Approval (COA) 4.2 below;
 - b. hours of operation from 8:00 a.m. to 6:00 p.m. Monday through Sunday for tours and tastings and 7:30 AM to 5:30 PM Monday through Saturday for production;
 - c. construction of a new 1,065 sq. ft. hospitality building;
 - d. convert approximately 267 sq. ft. of floor area within the main residence to winery storage;
 - e. use of a patio shared by the proposed hospitality building and the existing single-family residence for outdoor tastings on-premises consumption of wines produced on site in the tasting areas (indoor and outdoor) in accordance with Business and

Professions Code Sections 23358, 23390 and 23396.5, as set forth in COA No. 4.4, below;

- f. increase previously approved on-site parking from eight parking spaces to 11 parking spaces; and,
- g. widening the existing access drive to meet the Napa County Road and Street Standards except as to areas identified above in COA No. 1.1.

The winery shall be designed in substantial conformance with the submitted site plan, elevation drawings, and other submittal materials and shall comply with all requirements of the Napa County Code (the County Code). It is the responsibility of the permittee to communicate the requirements of these conditions and mitigations (if any) to all designers, contractors, employees, and guests of the winery to ensure compliance is achieved. Any expansion or change in winery use or alternative locations for fire suppression or other types of water tanks shall be approved in accordance with the County Code and may be subject to the permit modification process.

2.0 STATUTORY AND CODE SECTION REFERENCES

All references to statutes and code sections shall refer to their successor as those sections or statutes may be subsequently amended from time to time.

3.0 MONITORING COSTS

All staff costs associated with monitoring compliance with these conditions, previous permit conditions, and project revisions shall be borne by the permittee and/or property owner. Costs associated with conditions of approval and mitigation measures that require monitoring, including investigation of complaints, other than those costs related to investigation of complaints of non-compliance that are determined to be unfounded, shall be charged to the property owner or permittee. Costs shall be as established by resolution of the Board of Supervisors in accordance with the hourly consulting rate established at the time of the monitoring and shall include maintenance of a \$500 deposit for construction compliance monitoring that shall be retained until issuance of a Final Certificate of Occupancy. Violations of conditions of approval or mitigation measures caused by the permittee's contractors, employees, and/or guests are the responsibility of the permittee.

The Planning Commission may implement an audit program if compliance deficiencies are noted. If evidence of a compliance deficiency is found to exist by the Planning Commission at some time in the future, the Planning Commission may institute the program at the applicant's expense (including requiring a deposit of funds in an amount determined by the Commission) as needed until compliance assurance is achieved. The Planning Commission may also use the data, if so warranted, to commence revocation proceedings in accordance with the County Code.

PART II

4.0 OPERATIONAL CHARACTERISTICS OF THE PROJECT

Permittee shall comply with the following during operation of the winery:

4.1 GENERAL PROVISIONS

Consistent with the County Code, tours and tastings and marketing may occur at a winery only where such activities are accessory and “clearly incidental, related, and subordinate to the primary operation of the winery as a production facility.”

Tours and tastings (defined below) may include food and wine pairings, where all such food service is provided without charge except to the extent of cost recovery and is incidental to the tasting of wine. Food service may not involve menu options and meal service such that the winery functions as a café or restaurant.

Retail sales of wine shall be permitted as set forth in the County Code.

4.2 TOURS AND TASTINGS/VISITATION

Tours and tastings shall be by appointment only and shall be limited to the following:

- a. Frequency: Seven (7) days per week, Monday through Sunday
- b. Maximum number of persons per day: 22 Sunday through Friday and a maximum of 44 on Saturday
- c. Maximum number of persons per week: 176
- d. Hours of visitation: 8:00 AM to 6:00 PM

“Tours and tastings” mean tours of the winery and/or tastings of wine, where such tours and tastings are limited to persons who have made unsolicited prior appointments for tours or tastings. To the maximum extent feasible, scheduling of visitors shall not occur during peak travel times between 2:30 and 3:30 p.m. on weekdays or between 2:00 and 3:00 p.m. on Saturdays.

A logbook (or similar record) shall be maintained to document the number of visitors to the winery (for either tours and tastings or marketing events), and the dates of the visits. This record of visitors shall be made available to the Planning, Building and Environmental Services (PBES) Department upon request.

4.3 MARKETING **[RESERVED]**

4.4 ON-PREMISES CONSUMPTION

In accordance with State law and the PBES Director’s July 17, 2008, memo, “Assembly Bill 2004 (Evans) & the Sale of Wine for Consumption On-Premises,” on-premises consumption of wine produced on-site and purchased from the winery may occur solely on a patio shared by the hospitality building and existing residence. Any and all visitation associated with on-premises consumption shall be subject to the maximum per person weekday and weekend daily tours and tastings visitation limitation and/or applicable limitations of permittee’s marketing plan set forth in COA Nos. 4.2 and 4.3 above.

4.5 RESIDENCE OR NON-WINERY STRUCTURES

Unless specifically authorized by this permit or a previously approved permit, the existing single-family residence, Accessory Dwelling Unit (ADU), and agricultural buildings shall not be used for commercial purposes or in conjunction with the operation and/or

visitation/marketing program for the winery. If the residence or ADU is rented, it shall only be rented for periods of 30 days or more, pursuant to the County Code.

4.6 GRAPE SOURCE **[RESERVED]**

4.7 COMPLIANCE REVIEW

Permittee shall obtain and maintain all permits (use permits and modifications) and licenses from the California Department of Alcoholic Beverage Control (ABC) and United States Tax and Trade Bureau (TTB), and California Department of Food and Agriculture (CDFA) Grape Crush Inquiry data, all of which are required to produce and sell wine. In the event the required ABC and/or TTB permits and/or licenses are suspended or revoked, permittee shall cease marketing events and tours and tastings until such time as those ABC and/or TTB permits and licenses are reinstated.

Visitation logbooks, visitor reports, custom crush client records, and any additional documentation determined by Staff to be necessary to evaluate compliance may be requested by the County for any code compliance. The permittee (and their successors) shall be required to participate fully in the winery code compliance review process.

4.8 RENTAL/LEASING

No winery facilities, or portions thereof, including, without limitation, any kitchens, barrel storage areas, or warehousing space, shall be rented, leased, or used by entities other than persons producing and/or storing wine at the winery, such as alternating proprietors and custom producers, except as may be specifically authorized in this Permit or pursuant to the Temporary Events Ordinance (County Code Chapter 5.36).

4.9 GROUND WATER MANAGEMENT - WELLS

This condition is implemented by the Planning, Building and Environmental Services (PBES) Department:

The permittee shall be required (at the permittee's expense) to record well monitoring data (specifically, static water level no less than quarterly, and the volume of water no less than monthly). Such data will be provided to the County, if the PBES Director determines that substantial evidence¹ indicates that water usage at the winery is affecting, or would potentially affect, groundwater supplies or nearby wells. If data indicates the need for additional monitoring, and if the applicant is unable to secure monitoring access to neighboring wells, onsite monitoring wells may need to be established to gauge potential impacts on the groundwater resource utilized for the project. Water usage shall be minimized by use of best available control technology and best water management conservation practices.

¹ Substantial evidence is defined by case law as evidence that is of ponderable legal significance, reasonable in nature, credible and of solid value. The following constitute substantial evidence: facts, reasonable assumptions predicated on facts; and expert opinions supported by facts. Argument, speculation, unsubstantiated opinion or narrative, or clearly inaccurate or erroneous information do not constitute substantial evidence.

In order to support the County's groundwater monitoring program, well monitoring data as discussed above will be provided to the County if the Director of PBES determines that such data could be useful in supporting the County's groundwater monitoring program. The project well will be made available for inclusion in the groundwater monitoring network if the Director of PBES determines that the well could be useful in supporting the program.

In the event that changed circumstances or significant new information provide substantial evidence¹ that the groundwater system referenced in the Use Permit would significantly affect the groundwater basin, the PBES Director shall be authorized to recommend additional reasonable conditions on the permittee, or revocation of this permit, as necessary to meet the requirements of the County Code and to protect public health, safety, and welfare.

4.10 AMPLIFIED MUSIC

There shall be no amplified sound system or amplified music utilized outside of approved, enclosed, winery buildings.

4.11 TRAFFIC

To the maximum extent feasible, scheduling of reoccurring vehicle trips to and from the site for employees and deliveries shall not occur during peak travel times (3:00 to 4:00 p.m. on weekdays and 2:00 to 3:00 p.m. on Saturdays and Sundays). All road improvements on private property required per Engineering Services shall be maintained in good working condition and in accordance with the Napa County Roads and Streets Standards.

4.12 PARKING

The location of visitor parking and truck loading zone areas shall be identified along with proposed circulation and traffic control signage (if any).

Parking shall be limited to approved parking spaces only and shall not occur along access or public roads or in other locations except during harvest activities and approved marketing events. In no case shall parking impede emergency vehicle access or public roads.

4.13 BUILDING DIVISION – USE OR OCCUPANCY CHANGES

Please contact the Building Division with any questions regarding the following:

In accordance with the California Building Code (CBC), no change shall be made in the use of occupancy of an existing building unless the building is made to comply with the requirements of the current CBC for a new building.

4.14 FIRE DEPARTMENT – TEMPORARY STRUCTURES

Please contact the Fire Department with any questions regarding the following:

The permittee and/or designee shall obtain a tent permit from the Fire Department for any temporary structures utilized for authorized marketing events allowed per COA No. 4.3 above.

- 4.15 NAPA COUNTY MOSQUITO ABATEMENT PROGRAM **[RESERVED]**
- 4.16 GENERAL PROPERTY MAINTENANCE – LIGHTING, LANDSCAPING, PAINTING, OUTDOOR EQUIPMENT STORAGE, AND TRASH ENCLOSURE AREAS
- a. All lighting shall be permanently maintained in accordance with the lighting and building plans approved by the County. Lighting utilized during harvest activities is exempt from this requirement.
 - b. All landscaping and outdoor screening, storage, and utility structures shall be permanently maintained in accordance with the landscaping and building plans approved by the County. No stored items shall exceed the height of the screening. Exterior winery equipment shall be maintained so as to not create a noise disturbance or exceed noise thresholds in the County Code.
 - c. The colors used for the roof, exterior walls and built landscaping features of the winery shall be limited to earth tones that will blend the facility into the colors of the surrounding site-specific vegetation. The permittee shall obtain the written approval of the Planning Division prior to any change in paint colors that differs from the approved building permit. Highly reflective surfaces are prohibited.
 - d. Designated trash enclosure areas shall be made available and properly maintained for intended use.
- 4.17 NO TEMPORARY SIGNS
Temporary off-site signage, such as “A-Frame” signs, is prohibited.
- 4.18 COMPLIANCE WITH OTHER DEPARTMENTS AND AGENCIES – OPERATIONAL CONDITIONS
The attached project conditions of approval include all of the following County Divisions, Departments and Agencies’ requirements. Without limiting the force of those other requirements which may be applicable, the following are incorporated by reference as enumerated herein:
- a. Engineering Services Division operational conditions as stated in their Memorandum dated May 5, 2026, and May 11, 2026.
 - b. Environmental Health Division operational conditions as stated in their Memorandum dated January 19, 2026.
 - c. Building Division operational conditions as stated in their Memorandum dated October 15, 2019.
 - d. Department of Public Works operational conditions as stated in their Memorandum dated May 23, 2025.

- e. Fire Department operational conditions as stated in their Inter-Office Memo dated May 11, 2026.

The determination as to whether or not the permittee has substantially complied with the requirements of other County Divisions, Departments and Agencies shall be determined by those County Divisions, Departments or Agencies. The inability to substantially comply with the requirements of other County Divisions, Departments and Agencies may result in the need to modify this permit.

4.19 OPERATIONAL MITIGATION MEASURES **[RESERVED]**

4.20 OTHER CONDITIONS APPLICABLE TO THE OPERATIONAL ASPECTS OF THE PROJECT

- a. Tours and tastings shall be limited to 24 visitors per day, maximum 65 visitors per week, and shall not increase to the levels set forth in Condition 4.2 until the following requirements have been satisfied:
 - i. Improvements to the access drive shall be constructed by October 15, 2028. If the improvements have not been constructed by this time, visitation shall revert back to the levels originally approved in the winery's original use permit (#98368).
 - ii. Applicant shall submit documentation satisfactory to the Director demonstrating that all required permits, approvals, or authorizations have been obtained from Sonoma County for any portion of the roadway improvements located outside Napa County jurisdiction.
- b. COA' Nos. 1.2 (b – g) shall not be implemented prior to completion of the improvements to the access drive as detailed herein and in County Division memorandums.
- c. Greenhouse Gas Best Management Practices – Operational items checked on the attached Voluntary Best Management Practices Checklist for Development Projects, dated September 22, 2019, by the applicant, shall be implemented and evidence of implementation shall be provided to staff upon request.
- d. The permittee shall implement the groundwater savings practices included in the Water Availability Analysis, prepared by RSA +, dated April 30, 2026. The permittee shall submit documentation to the satisfaction of the Director demonstrating that all groundwater savings practices have been implemented prior to final occupancy of the hospitality building.

4.21 PREVIOUS CONDITIONS

The permittee shall comply with the following previous conditions of approval for the winery use as consolidated into the attached document as Exhibit A. To the extent there is a conflict between a previous condition of approval identified in the attached document and these conditions, the more stringent condition shall control.

PART III

5.0 PREREQUISITE FOR ISSUANCE OF PERMITS

5.1 PAYMENT OF FEES

No building, grading or sewage disposal permits shall be issued, or other permits authorized until all accrued planning permit processing fees have been paid in full. This includes all fees associated with plan check and building inspections, associated development impact fees established by County Ordinance or Resolution, and the Napa County Affordable Housing Mitigation Fee in accordance with County Code.

6.0 GRADING/DEMOLITION/ENVIRONMENTAL/BUILDING PERMIT/OTHER PERMIT PREREQUISITES

Permittee shall comply with the following with the submittal of a grading, demolition, environmental, building and/or other applicable permit applications.

6.1 COMPLIANCE WITH OTHER DEPARTMENTS AND AGENCIES – PLAN REVIEW, CONSTRUCTION AND PREOCCUPANCY CONDITIONS

The attached project conditions of approval include all of the following County Divisions, Departments and Agencies' requirements. The permittee shall comply with all applicable building codes, zoning standards, and requirements of County Divisions, Departments and Agencies at the time of submittal and may be subject to change. Without limiting the force of those other requirements which may be applicable, the following are incorporated by reference as enumerated herein:

- a. Engineering Services Division plan review/construction/ preoccupancy conditions as stated in their Memorandum dated May 5, 2026, and May 11, 2026.
- b. Environmental Health Division plan review/construction/ preoccupancy conditions as stated in their Memorandum dated January 29, 2026.
- c. Building Division plan review/construction/ preoccupancy conditions as stated in their Memorandum dated October 15, 2019.
- d. Department of Public Works plan review/construction/ preoccupancy conditions as stated in their Memorandum dated May 23, 2025.
- e. Fire Department plan review/construction/ preoccupancy conditions as stated in their Inter-Office Memo dated May 11, 2026.

The determination as to whether or not the permittee has substantially complied with the requirements of other County Divisions, Departments and Agencies shall be determined by those County Divisions, Departments or Agencies. The inability to substantially comply with the requirements of other County Divisions, Departments and Agencies may result in the need to modify the permit.

6.2 BUILDING DIVISION – GENERAL CONDITIONS

- a. A building permit shall be obtained for all construction occurring on the site not otherwise exempt by the California Building Code (CBC) or any State or local amendment adopted thereto.
- b. If there are any existing structures and/or buildings on the property that will need to be removed to accommodate construction activities, a separate demolition permit shall be required from the Building Division prior to removal. The permittee shall provide a “J” number from the Bay Area Air District (BAAD) at the time the permittee applies for a demolition permit if applicable.
- c. All areas of newly designed and newly constructed buildings, facilities and on-site improvements must comply with the CBC accessibility requirements, as well as American with Disability Act requirements when applicable. When alterations or additions are made to existing buildings or facilities, an accessible path of travel to the specific area of alteration or addition shall be provided as required per the CBC.

6.3 LIGHTING – PLAN SUBMITTAL

- a. Two (2) copies of a detailed lighting plan showing the location and specifications for all lighting fixtures to be installed on the property shall be submitted for Planning Division review and approval. All lighting shall comply with the CBC.
- b. All exterior lighting, including landscape lighting, shall be shielded and directed downward, shall be located as low to the ground as possible, shall be the minimum necessary for security, safety, or operations; on timers; and shall incorporate the use of motion detection sensors to the greatest extent practical. All lighting shall be shielded or placed such that it does not shine directly on adjacent properties or impact vehicles on adjacent streets. No floodlighting or sodium lighting of the building is permitted, including architectural highlighting and spotting. Low-level lighting shall be utilized in parking areas as opposed to elevated high-intensity light standards. Lighting utilized during harvest activities is exempt from this requirement.

6.4 LANDSCAPING – PLAN SUBMITTAL

- a. Two (2) copies of a detailed final landscaping and irrigation plan, including parking details, shall be submitted with the building permit application package for the Planning Division’s review and approval prior to the issuance of any building permit associated with this Use Permit. The plan shall be prepared pursuant to the County’s Water Efficient Landscape Ordinance (Chapter 18.118 of the County Code) requirements in effect at the time of building permit application submittal, as applicable, and shall indicate the names and locations of all plant materials to be used along with their method of maintenance.
- b. Plant materials shall be purchased locally when practical, and to the greatest extent possible, the plant materials shall be the same native plants found in Napa County. The Agricultural Commissioner’s office shall be notified of all impending deliveries of live plants with points of origin outside of Napa County.

- c. No trees greater than 6" diameter at breast height shall be removed, except for those identified on the submitted site plan. Any Oak trees removed as a result of the project shall be replaced at a 2:1 ratio and shown on the landscaping plans for the Planning Division's review and approval. Trees to be retained shall be protected during construction by fencing securely installed at the outer most dripline of the tree or trees. Such fencing shall be maintained throughout the duration of the work undertaken in connection with the winery development/construction. In no case shall construction material, debris or vehicles be stored in the fenced tree protection area.
- d. Evergreen screening shall be installed between the industrial portions of the operation (e.g., tanks, crushing area, parking area, etc.) and any off-site residence from which these areas can be viewed.

6.5 COLORS

The colors used for the roof, exterior walls and built landscaping features of the winery shall be limited to earth tones that will blend the facility into the colors of the surrounding site-specific vegetation. The permittee shall obtain the written approval of the Planning Division in conjunction with building permit review and/or prior to painting the building. Highly reflective surfaces are prohibited.

6.6 OUTDOOR STORAGE/SCREENING/UTILITIES

- a. Details of outdoor storage areas and structures shall be included on the building and landscape plans. All outdoor storage of winery equipment shall be screened from the view of residences of adjacent properties by a visual barrier consisting of fencing or dense landscaping. No stored item shall exceed the height of the screening. Water and fuel tanks, and similar structures, shall be screened to the extent practical so as to not be visible from public roads and adjacent parcels.
- b. New utility lines required for this project that are visible from any designated scenic transportation route (see Community Character Element of the General Plan and the County Code) shall be placed underground or in an equivalent manner be made virtually invisible from the subject roadway.
- c. Exterior winery equipment shall be located, enclosed or muffled so as not to exceed noise thresholds in the County Code.

6.7 TRASH ENCLOSURES

Adequate area must be provided for collection and loading of garbage and recyclables generated by the project. The applicant must work with the franchised garbage hauler for the service area in which they are located, in order to determine the area and the pedestrian and vehicle access needed for the collection site. The garbage and recycling enclosure shall meet the minimum enclosure requirements established by staff and the franchised hauler, which shall be included in the building permit submittal.

6.8 ADDRESSING **[RESERVED]**

6.9 HISTORIC RESOURCES [RESERVED]

6.10 DEMOLITION ACTIVITIES [RESERVED]

6.11 VIEWSHED – EXECUTION OF USE RESTRICTION [RESERVED]

6.12 PERMIT PREREQUISITE MITIGATION MEASURES

The permittee shall comply with the following permit prerequisite mitigation measures identified in the adopted Initial Study/Mitigated Negative Declaration and Project Revision Statement/Mitigation Monitoring and Reporting Program prepared for the project:

- a. **Mitigation Measure BIO-1:** The owner/permittee shall implement the following measures to minimize potential impacts to special-status plant species:

Prior to the initiation of earth disturbing activities, a qualified biologist (defined as having demonstrable qualifications and experience with the particular species for which they are surveying) shall conduct botanical surveys for special-status plants at the project site. The survey shall be completed during the appropriate blooming period for the species likely to occur on site. These surveys shall be in compliance with CDFW's *Protocol's for Surveying and Evaluating Impacts to Special Status Native Plant Populations and Natural Communities (2018)*. If the survey finds that there are no special-status plants within the proposed project site that would be impacted by the project, then there would be no further mitigation necessary and the project may proceed, provided all other applicable permits and authorizations are obtained for the project.

Any special-status plants/populations removed, including inadvertent removals, shall be replaced on-site at a ratio of 2:1 at locations with similar habitat. For such removal a replacement plan shall be prepared by a qualified biologist, botanist or ecologist for review and approval by the Planning Division and CDFW prior to commencement of any earth disturbing including but not limited to grading and construction activities. At a minimum, the replacement plan shall include i) a site plan showing the locations where replacement plants will be planted, ii) a plant pallet composed the special-status plants specie(s) being removed including sizes and/or application rates, iii) planting notes and details including any recommended plant protection measures, iv) invasive species removal and management specifications, v) an implementation and monitoring schedule, and vi) performance standards with a minimum success rate of 80% to ensure the success of re-vegetation efforts. Any replaced special-status plants shall be monitored for a period of at least three years to success criteria are met.

Method of Monitoring: Prior to issuance of any grading permit or building permit(s) and through completion of initial site disturbance, the County shall review the results of all pre-construction surveys and any proposed removal of special-status plants/populations, including inadvertent removals. For such removal, a replacement plan shall be prepared by a qualified botanist or ecologist for review and approval by

the PBES Director and CDFW prior to commencement of grading and construction activities. All measures shall be noted on the final project plans.

Responsible Agency: California Department of Fish and Wildlife

- b. **Mitigation measure BIO-2:** The owner/permittee shall implement the following measures to minimize potential impacts to Northern Spotted Owls (NSO):

A qualified biologist (defined as having demonstrable qualifications and experience with the particular species for which they are surveying) shall provide an assessment of potential NSO nesting habitat within the Project site and a 0.25-mile radius and obtain CDFW's written acceptance of the assessment.

Alternatively, if the assessment is not completed, or if it concludes that NSO nesting habitat is present, then no Project activities within 0.25 miles of potential NSO nesting habitat shall occur between March 15 and July 31 unless a qualified biologist approved in writing by CDFW conducts NSO surveys following the U.S. Fish and Wildlife Service (USFWS) *Protocol for Surveying Proposed Management Activities That May Impact Northern Spotted Owls*, dated (revised) January 9, 2012, available at <https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=83977&inline>. Surveys shall be conducted in accordance with Section 9 of the survey protocol, Surveys for Disturbance-Only Projects. If breeding NSO are detected during surveys, CDFW shall be immediately notified and a 0.25-mile no-disturbance buffer zone shall be implemented around the nest until the end of the breeding season, or a qualified biologist determines that the nest is no longer active in consultation with CDFW, unless otherwise approved in writing by CDFW. The Project shall obtain CDFW's written acceptance of the qualified biologist and survey report prior to Project construction occurring between March 15 and July 31 each year.

Alternate buffer zones may be proposed to CDFW after conducting an auditory and visual disturbance analysis following the USFWS guidance, *Estimating the Effects of Auditory and Visual Disturbance to Northern Spotted Owls and Marbled Murrelets in Northwestern California*, dated October 1, 2020. Alternative buffers must be approved in writing by CDFW.

If take of northern spotted owl cannot be avoided, the Project shall consult with CDFW pursuant to CESA and obtain an ITP, and also consult with USFWS pursuant to the federal ESA.

Method of Monitoring: The above measure applies to ground disturbing activities and associated building and grading permits with survey recommendations to be implemented in conjunction with all construction activities. Prior to the commencement of vegetation removal and earthmoving activities, the Owner/Permittee shall provide copies of required surveys and CDFW approval(s) and/or related CDFW correspondence to the Planning Division.

Responsible Agency: California Department of Fish and Wildlife

- c. **Mitigation Measure BIO-3:** The owner/permittee shall implement the following measures to minimize impacts associated with the potential loss and disturbance of special-status and nesting birds and raptors consistent with and pursuant to California Fish and Game Code Sections 3503 and 3503.5:

For earth-disturbing activities occurring between February 1 and August 31 (which coincides with the grading season of April 1 through October 15 – NCC Section 18.108.070.L, and bird breeding and nesting seasons), a qualified biologist (defined as knowledgeable and experienced in the biology and natural history of local avian resources with the potential to occur at the project site) shall conduct a preconstruction surveys for nesting birds within all suitable habitat on the project site, and where there is potential for impacts adjacent to the project areas (typically within 500 feet of project activities). The preconstruction survey shall be conducted no earlier than seven (7) days prior to when vegetation removal and ground disturbing activities are to commence. Should ground disturbance commence later than seven (7) days from the survey date, surveys shall be repeated. A copy of the survey shall be provided to the Napa County Conservation Division and the CDFW prior to commencement of work.

After commencement of work if there is a period of no work activity of seven (7) days or longer during the bird breeding season, surveys shall be repeated to ensure birds have not established nests during inactivity.

In the event that nesting birds are found, the owner/permittee shall identify appropriate avoidance methods and exclusion buffers in consultation with the County Conservation Division and the USFWS and/or CDFW prior to initiation of project activities. Exclusion buffers may vary in size, depending on habitat characteristics, project activities/disturbance levels, and species as determined by a qualified biologist in consultation with the County's Conservation Division and/or the USFWS or CDFW.

Exclusion buffers shall be fenced with temporary construction fencing (or the like), the installation of which shall be verified by Napa County prior to the commencement of any earthmoving and/or development activities. Exclusion buffers shall remain in effect until the young have fledged or nest(s) are otherwise determined inactive by a qualified biologist.

Alternative methods aimed at flushing out nesting birds prior to preconstruction surveys, whether physical (i.e., removing or disturbing nests by physically disturbing trees with construction equipment), audible (i.e., utilizing sirens or bird cannons), or chemical (i.e., spraying nesting birds or their habitats) would be considered an impact to nesting birds and is prohibited. Any act associated with flushing birds from project areas shall undergo consultation with the USFWS/CDFW prior to any activity that could disturb nesting birds.

Method of Monitoring: The above measure applies to associated building and grading permits with survey recommendations to be implemented in conjunction with all construction activities. The above measure applies to ground disturbing activities

and associated building and grading permits. Prior to the commencement of vegetation removal and earthmoving activities pursuant to #P22-00384, the Owner/Permittee shall provide copies required surveys and CDFW approval(s) and/or related CDFW correspondence to the Planning Division.

Responsible Agency: California Department of Fish and Wildlife

d. **Mitigation Measure BIO-4:** Bat Tree Habitat Assessment and Surveys.

Prior to any tree trimming or removal, a qualified biologist shall conduct a habitat assessment for bats, unless otherwise approved in writing by CDFW. The habitat assessment shall be conducted a minimum of 30 to 90 days prior to tree trimming or removal and shall include a visual inspection of potential roosting features of trees to be removed (e.g., cavities, crevices in wood and bark, exfoliating bark for colonial species, suitable canopy for foliage roosting species). If suitable habitat trees are found, they shall be flagged or otherwise clearly marked, CDFW shall be notified immediately, and tree trimming or removal shall not proceed without approval in writing from CDFW.

If the presence of bats is presumed or documented, trees may be removed only: a) using the two-step removal process detailed below during seasonal periods of bat activity, from approximately March 1 through April 15 and September 1 through October 15, or b) after a qualified biologist, under prior written approval of the proposed survey methods by CDFW, conducts night emergence surveys or completes visual examination of roost features that establish absence of roosting bats.

Two-step tree removal shall be conducted over two consecutive days, as follows: 1) the first day (in the afternoon), under the direct supervision and instruction by a qualified biologist with experience conducting two-step tree removal, limbs and branches shall be removed by a tree cutter using chainsaws only. Limbs with cavities, crevices or deep bark fissures shall be avoided, and 2) the second day the entire tree shall be removed.

Method of Monitoring: The above measure applies to associated building and grading permits with survey recommendations to be implemented in conjunction with all construction activities. The above measure applies to ground disturbing activities and associated building and grading permits. Prior to the commencement of vegetation removal and earthmoving activities, the Owner/Permittee shall provide copies of required surveys and CDFW approval(s) and/or related CDFW correspondence to the Planning Division.

Responsible Agency: California Department of Fish and Wildlife

6.13 PARCEL CHANGE REQUIREMENTS **[RESERVED]**

6.14 FINAL MAPS **[RESERVED]**

- 6.15 OTHER CONDITIONS APPLICABLE TO THE PROJECT PERMITTING PROCESS
- a. In conjunction with building permit application submittal, the permittee shall not include natural gas appliances or natural gas plumbing within new areas of building construction and/or renovation of existing buildings.
 - b. In conjunction with building permit application submittal, the project shall comply with electric vehicle requirements in the most recently adopted version of CALGreen Tier 2.
 - c. In conjunction with building permit application submittal, the permittee shall provide documentation confirming to the Planning Division that all checked Voluntary Best Management Practices Measures submitted with the project Use Permit application shall be addressed through project construction and/or implemented through winery operation.

7.0 PROJECT CONSTRUCTION

Permittee shall comply with the following during project construction:

7.1 SITE IMPROVEMENTS

Please contact Engineering Services with any questions regarding the following.

- a. **GRADING AND SPOILS**
All grading and spoils generated by construction of the project facilities shall be managed per Engineering Services direction. Alternative locations for spoils are permitted, subject to review and approval by the PBES Director, when such alternative locations do not change the overall concept, and do not conflict with any environmental mitigation measures or conditions of approval.
- b. **DUST CONTROL**
Water and/or dust palliatives shall be applied in sufficient quantities during grading and other ground disturbing activities on-site to minimize the amount of dust produced. Outdoor construction activities shall not occur when average wind speeds exceed 20 mph.
- c. **AIR QUALITY**
During all construction activities the permittee shall comply with the most current version of BAAQMD Basic Construction Best Management Practices including but not limited to the following, as applicable:
 1. Post a publicly visible sign with the telephone number and person to contact at the lead agency regarding dust complaints. The BAAQMD's phone number shall also be visible.
 2. Water all exposed surfaces (e.g., parking areas, staging areas, soil piles, grading areas, and unpaved access roads) two times per day.
 3. Cover all haul trucks transporting soil, sand, or other loose material off-site.

4. Remove all visible mud or dirt traced onto adjacent public roads by using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
5. All vehicle speeds on unpaved roads shall be limited to 15 mph.
6. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.
7. Idling times shall be minimized either by shutting off equipment when not in use or reducing the maximum idling time to five (5) minutes (as required by State Regulations). Clear signage shall be provided for construction workers at all access points.
8. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified visible emissions evaluator. Any portable engines greater than 50 horsepower or associated equipment operated within the BAAQMD's jurisdiction shall have either a California Air Resources Board (ARB) registration Portable Equipment Registration Program (PERP) or a BAAQMD permit. For general information regarding the certified visible emissions evaluator or the registration program, visit the ARB FAQ http://www.arb.ca.gov/portable/perp/perpfact_04-16-15.pdf or the PERP website <http://www.arb.ca.gov/portable/portable.htm>.

d. **STORM WATER CONTROL**

The permittee shall comply with all construction and post-construction storm water pollution prevention protocols as required by the County Engineering Services Division, and the California Regional Water Quality Control Board.

7.2 ARCHEOLOGICAL FINDING

In the event that archeological artifacts or human remains are discovered during construction, work shall cease in a 50-foot radius surrounding the area of discovery. The permittee shall contact the PBES Department for further guidance, which will likely include the requirement for the permittee to hire a qualified professional to analyze the artifacts encountered and to determine if additional measures are required.

If human remains are encountered during project development, all work in the vicinity must be halted, and the Napa County Coroner informed, so that the Coroner can determine if an investigation of the cause of death is required, and if the remains are of Native American origin. If the remains are of Native American origin, the permittee shall comply with the requirements of Public Resources Code Section 5097.98.

7.3 CONSTRUCTION NOISE

Construction noise shall be minimized to the greatest extent practical and feasible under State and local safety laws, consistent with construction noise levels permitted by the

General Plan Community Character Element and the County Noise Ordinance. Construction equipment muffling and hours of operation shall be in compliance with the County Code. Equipment shall be shut down when not in use. Construction equipment shall normally be staged, loaded, and unloaded on the project site, if at all practicable. If project terrain or access road conditions require construction equipment to be staged, loaded, or unloaded off the project site (such as on a neighboring road or at the base of a hill), such activities shall only occur daily between the hours of 8 am to 5 pm.

7.4 CONSTRUCTION MITIGATION MEASURES

The permittee shall comply with Mitigation Measures BIO-1 through BIO-4 as listed in COA No. 6.12 above.

7.5 OTHER CONSTRUCTION CONDITIONS APPLICABLE TO THE PROJECT PROPOSAL

- a. Trees inadvertently removed as a result of the project shall be replaced onsite at a 2:1 ratio. Trees shall be replaced with fifteen-gallon container size trees. For such removal a replacement plan shall be prepared for county review and approval that includes at a minimum, the locations where replacement trees will be planted, success criteria of at least 80%, and monitoring activities for the replacement trees. The replacement plan shall be implemented prior to final occupancy of the hospitality building. Any replaced trees shall be monitored for at least three years to ensure an 80% survival rate. Replacement trees shall be installed and documented that they are in good health prior to final occupancy.

8.0 TEMPORARY CERTIFICATE OF OCCUPANCY – PREREQUISITES [RESERVED]

9.0 FINAL CERTIFICATE OF OCCUPANCY – PREREQUISITES

Permittee shall comply with the following before a Final Certificate of Occupancy is granted by the County Building Official, which upon granting, authorizes all use permit activities to commence.

9.1 FINAL OCCUPANCY

All project improvements, including compliance with applicable codes, conditions, and requirements of all Departments and Agencies with jurisdiction over the project, shall be completed.

9.2 SIGNS

Detailed plans, including elevations, materials, color, and lighting for any winery identification or directional signs shall be submitted to the Department for administrative review and approval prior to installation. Administrative review and approval are not required if signage to be installed is consistent with signage plans submitted, reviewed and approved as part of this permit approval. All signs shall meet the design standards as set forth in the County Code. At least one legible sign shall be placed at the property entrance with the words “Tours and Tasting by Prior Appointment Only” to inform the public of same. Any off-site signs allowed shall be in conformance with the County Code.

9.3 GATES/ENTRY STRUCTURES

Any gate installed at the winery entrance shall be reviewed by the PBES Department and the Fire Department to assure that the design allows large vehicles, such as motorhomes, to turn around if the gate is closed without backing into the public roadway, and that fire suppression access is available at all times. If the gate is part of an entry structure an additional permit shall be required pursuant to the County Code and in accordance with the Napa County Roads and Street Standards. A separate entry structure permit is not required if the entry structure is consistent with entry structure plans submitted, reviewed, and approved as part of this permit approval.

9.4 LANDSCAPING

Landscaping shall be installed in accordance with the approved landscaping plan.

9.5 ROAD OR TRAFFIC IMPROVEMENT REQUIREMENTS **[RESERVED]**

9.6 DEMOLITION ACTIVITIES **[RESERVED]**

9.7 GRADING SPOILS

All spoils shall be removed in accordance with the approved grading permit and/or building permit.

9.8 MITIGATION MEASURES APPLICABLE PRIOR TO ISSUANCE OF A FINAL CERTIFICATE OF OCCUPANCY **[RESERVED]**

9.9 OTHER CONDITIONS APPLICABLE PRIOR TO ISSUANCE OF A FINAL CERTIFICATE OF OCCUPANCY

- a. The permittee shall implement the groundwater savings practices included in the Water Availability Analysis, prepared by RSA +, dated May 7, 2026. The permittee shall submit documentation to the satisfaction of the Director demonstrating that all groundwater savings practices have been implemented prior to final occupancy of the hospitality building.



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Brian D. Bordona
Director

MEMORANDUM

| | |
|--------------------------------------|--|
| To: Sean Trippi Planning Division | From: Alexei Belov, PE Engineering Division |
| Date: May 11, 2026 | Re: P19-00386 Paloma Vineyards Technical Adequacy Conditions of Approval APN: 022-150-008-000 |

The Engineering Division (“Engineering”) has reviewed the Use Permit Modification, P19-00386, for Paloma Vineyards located on assessor’s parcel number 022-150-008. Based upon the information provided in the application, Engineering finds the application **complete** and recommends the following:

TECHNICAL ADEQUACY

1. The Engineering Division has reviewed the Water Availability Analysis (WAA) dated May, 2026, prepared by Bruce Fenton, PE, of RSA+. The analysis has been evaluated based on information provided by the applicant, project location, and available geologic and hydrologic information and has determined the WAA to be complete and reasonable. Engineering concludes the WAA is technically adequate as it relates to Napa County’s water use criteria, well and spring interference, and groundwater/surface water interaction pursuant to Napa County’s WAA Guidelines, Napa Valley Subbasin Groundwater Sustainability Plan, and the Public Trust Doctrine.

RECOMMENDED APPROVAL CONDITIONS:

OPERATIONAL CHARACTERISTICS

1. The facility is designated as a discharger that discharges stormwater associated with industrial activity to Water of the United States. Therefore, the facility shall maintain or apply for coverage under the State Water Resources Control Board’s Industrial General Permit (IGP), including meeting all applicable provisions and protocols of the IGP. If the facility fails to meet the discharge prohibitions of the IGP, Napa County may require the facility to make the necessary improvements to eliminate all exposures to stormwater of the pollutant(s) for which the water body is impaired.

SITE IMPROVEMENTS

2. The following shall be completed prior to October 15, 2028, or prior to additional increase in visitation identified in Planning Condition 4.2 or prior to construction of the new tasting room, whichever occurs first:
 - a. Access from the Napa County public right-of-way to the proposed development shall meet the requirements as outlined in the latest edition of the Napa County Road and Street Standards (RSS) for commercial development and the RSS Exception Request dated 4/30/26 prepared by Bruce Fenton, PE, of RSA+. See Engineering Division Road Evaluation Memorandum dated 5/5/26. The property owner shall obtain a grading permit for all proposed roadway improvements.
 - b. Applicant shall submit documentation satisfactory to the Director demonstrating that all permits, approvals, or authorizations have been obtained from Sonoma County for any portion of the access located outside Napa County jurisdiction.
 - c. Applicant shall demonstrate that the additional easement required to support improvements on the Sonoma County portion are formally recorded prior to development permit issuance.
 - d. Applicant shall submit a complete Grading Permit application for the roadway improvements on or before December 31, 2026.
3. All on site civil improvements including but not limited to the excavation, fill, general grading, drainage, curb, gutter, surface drainage, storm drainage, and parking and driveways, shall be constructed according to plans prepared by a registered civil engineer, which will be reviewed and approved by the Engineering Division of the Napa County Planning, Building and Environmental Services Department (PBES) prior to the commencement of any on site land preparation or construction. Plans shall be wet signed and submitted with the grading permit documents at the time of permit application. A plan check fee will apply.
4. Prior to issuance of a development permit (i.e. building permit and/or grading permit) the owner shall submit the necessary documents for Erosion Control as determined by the area of disturbance of the proposed development in accordance with the Napa Countywide Stormwater Pollution Prevention Program Erosion and Sediment Control Plan Guidance document, dated December 2014.
5. Prior to issuance of a development permit, as determined by the area of new or replaced impervious surfaces, the owner shall prepare and/or update a Regulated Project Stormwater Control Plan (SCP) in accordance with the latest edition of the BASMAA Post-Construction Manual for review and approval by the Engineering Division in PBES.

6. Any construction activity that equals or exceeds one acre of total disturbed area shall prepare a Stormwater Pollution Prevention Plan (SWPPP) in accordance with the regulations of Regional Water Quality Control Board (RWQCB) and shall file a Notice of Intent (NOI) prior to commencement of any construction activity. The completed SWPPP shall be submitted to the Napa County PBES Department Engineering Division for review.

CONSTRUCTION SITE RUNOFF CONTROL REQUIREMENTS:

7. All earth disturbing activities shall include measures to prevent erosion, sediment, and waste materials from leaving the site and entering waterways both during and after construction in conformance with Napa County Stormwater Ordinance 1400 and the latest adopted state regulations. Best Management Practices (BMPs) shall also be implemented to minimize dust at all times.
8. All hazardous materials stored and used on-site during construction that could cause water pollution (e.g. motor oil, cleaning chemicals, paints, concrete, etc.) shall be stored and used in a manner that will not cause pollution, with secondary containment provided. Such storage areas shall be regularly cleaned to remove litter and debris. Any spills shall be promptly cleaned up and appropriate authorities notified.
9. All trash enclosures must be covered and protected from rain, roof, and graded to preclude surface runoff.

POST-CONSTRUCTION RUNOFF MANAGEMENT REQUIREMENTS:

10. Refuse areas shall be covered, graded, and paved to prevent run-on and runoff. Drains within a refuse area shall be connected to the sanitary waste system.
11. All roofs, gutters, and/or downspouts shall discharge to landscaping or other pervious surface designed and maintained appropriately to prevent soil erosion.

PREREQUISITES FOR FINAL CERTIFICATION OF OCCUPANCY

12. All necessary access, road, and parking improvements shall be constructed prior to Final Occupancy.
13. Site shall be completely stabilized to the satisfaction of the County Engineer prior to Final Occupancy.
14. An Operation and Maintenance agreement for any proposed stormwater treatment facilities shall be submitted and recorded prior to Final Occupancy.

P19-00386 4013 SPRING MOUNTAIN ROAD – PALOMA VINEYARDS

ENGINEERING SERVICE

ENGINEERING CONDITIONS OF APPROVAL

Page 4 of 4

Any changes in use or design may necessitate additional review and approval. If you have any questions regarding the above items please contact Alexei Belov from Napa County PBES Department Engineering Division at (707) 299.2177 or via e-mail at Alexei.Belov@countyofnapa.org.



Memorandum

| | |
|-----------------|---|
| To: | Sean Trippi, Planning Division |
| From: | Alexei Belov PE, Engineering Division |
| Date: | 5/5/26 |
| Subject: | P19-00386, Paloma Vineyard, Evaluation of Napa County Road and Street Standards (SRA) Exception Request, APN: 022-150-008, 4013 Spring Mountain Road, St. Helena, 94574 |

ROAD EXCEPTION REQUEST

The Engineering Division received a request (Request) by RSA+ on behalf of Paloma Vineyard, dated 04/30/26, for an exception to the design criteria as outlined in the latest edition of the Napa County Road and Street Standards (NCRSS), Revised April 18, 2023 {Resolution 2023-59} as part of an application for a Use Permit, Paloma Vineyard, P19-00386. The property is located within the State Responsibility Area (SRA) and access to the subject property is taken from Spring Mountain Road.

The applicant is seeking an exception to the minimum design criteria for commercial roads. See attached memorandum prepared by Bruce Fenton, PE, of RSA+, for additional information. The nature and constraints for the road exception are as follows:

EXCEPTION 1: 22-foot width including gate clearance

STA 0+00 to STA 3+00

The property is accessed from Spring Mountain Road approximately 1,200 feet from the Napa – Sonoma County Line. The entrance apron generally meets Road and Street Standards (RSS) and is constrained by the public right-of-way of Spring Mountain Road. The earthwork required to expand this section of roadway would introduce potential impacts to the public roadway. The area will be improved to provide two paved 10-foot traffic lanes and the gate will be widened to provide 20 feet of clearance. This allows two vehicles to pass, including through the gate, and serves the same practical effect as the State Minimum Fire Safe Regulations (FSR).

Immediately after the gate the roadway will be reduced to 14 feet for an approximately 175-foot section. This segment is constrained by the presence of a large 18-inch diameter at breast height (dbh) White Oak and a cluster of additional White Oaks along Spring Mountain Road. Generally, work within the dripline of these large trees should be avoided and the fill required to widen the roadway for this segment would impact these trees. Additionally, two olive trees line the roadway immediately after the entrance gate. It should be noted that this exception request is not supportable for these olive trees and they will need to be pruned or relocated to provide the required clearance. The applicant proposes to convert the existing drainage ditch to a drivable swale which will achieve a 14-foot roadway. This segment is less than 200 feet in length, straight with clear visibility in both directions, and will be finished

with a chip-seal surface. With these improvements the roadway will facilitate safe fire department access concurrently with safe civilian egress and therefore has demonstrated same practical effect as the FSR.

EXCEPTION 2: 50-foot minimum horizontal curve

STA 3+00 to STA 4+50

At around station 3+00 the existing access begins a hairpin turn which has an inside radius of curvature of less than 50-feet. This segment of roadway is constrained by the physical location of the existing road bench and the presence of two large Pine trees that would be impacted by reconstructing this section to meet the 50-foot minimum radius. Additionally, a radius of less than 50 feet is typically supportable provided a licensed Civil Engineer can model a fire apparatus negotiating the curve in both ingress and egress scenarios. The existing curve will be widened to provide 26-feet of clearance through the curve, and a licensed Civil Engineer has demonstrated a fire apparatus negotiating the curve. Therefore, the applicant has demonstrated same practical effect as the FSR.

EXCEPTION 3: 22-foot width

STA 6+50 to STA 9+25

After the hairpin curve the driveway traverses a steep section of the property on both the uphill and downhill sides. Expanding this section of roadway would require significant earthwork and introduce potential geotechnical instability on either side of the roadway. The property was developed prior to the adoption of the County's Conservation Regulations, and the slopes have generally returned to a natural state. The level of earthwork required to widen the roadway an additional 8 feet is impractical and would introduce unnecessary stability risks. The existing drainage rock channel will be replaced with a drivable swale to achieve the 14-foot minimum width. This section provides a straight segment of roadway with clear visibility to both ends where vehicles can pass. Furthermore, the segment is less than 400 feet and will be provided with signage to yield to oncoming emergency vehicles. With the proposed improvements, the roadway will facilitate safe fire department access concurrently with safe civilian evacuation and has demonstrated same practical effect as the FSR.

EXCEPTION 4: 22-foot width

STA 12+40 to STA 17+25

This section of roadway traverses through a portion of Sonoma County before returning back to Napa County at the winery site. This section is constrained by steep slopes in certain areas and a 20 foot access easement. The applicant has demonstrated the neighboring property is unwilling to provide additional easement for the expansion of the roadway but has provided support for the installation of turnouts in the areas depicted on the plans. The total section of roadway is approximately 500 feet and provides turnouts at approximately 200-foot intervals which are intervisible. Vegetation will be managed on both sides and visibility will be maintained. In addition, there are opportunities for fire department staging both prior to this segment and at the winery site. The areas of improvement demonstrated outside the legal easement will need to be formally recorded prior to development permits being issued. The improvements must remain in perpetuity to remain consistent with the analysis of the request. With the improvements proposed and formal recordation of additional easement areas, the roadway will

facilitate safe fire department access concurrently with safe civilian evacuation and has demonstrated same practical effect as the FSR.

ENGINEERING DIVISION EVALUATION

The Engineering Division staff has reviewed the Request noted above with the applicant and the Fire Marshal's office. With respect to Section (3) of the NCRSS, as adopted by Resolution No. 2023-59 by the Board of Supervisors on April 18, 2023, this Division has determined the applicant has met the findings for an exception to the NCRSS.

Provided the following conditions are met, the proposed roadway design meets the same overall practical effect as the State Responsibility Area (SRA) Fire Safe Regulations.

1. Applicant shall submit documentation satisfactory to the Director demonstrating that all permits, approvals, or authorizations have been obtained from Sonoma County for any improvements to the access located outside Napa County jurisdiction.
2. Applicant shall demonstrate that the additional easement required to support improvements on the Sonoma County portion are formally recorded prior to development permit issuance.
3. Applicant shall submit a complete Grading Permit application for the roadway improvements prior to December 31, 2026.
4. Applicant shall complete all roadway improvements prior to October 15, 2028.
5. Horizontal and vertical vegetation management shall be implemented to ensure horizontal clearance of (22 feet) as well as vertical clearance of 13 feet- 6 inches at all times along the roadway.
6. To ensure the upkeep of paved and gravel surfaces, the private road surface shall be periodically maintained by the property owner to meet sufficient structural sections for loading conditions to the imposed loads of the fire apparatus weighing at least 75,000 lbs. and the design Traffic Index.
7. The roadway will be re-evaluated on all future projects that require the applicability of the NCRSS.

ATTACHMENTS

1. Request for Exception to the Napa County Road and Street Standards for the Paloma Vineyard – Winery Use Permit Modification prepared by Bruce Fenton, PE, of RSA+ dated April 30, 2026.
2. Paloma Vineyards Use Permit Modification Civil Improvement Plans prepared by Bruce Fenton, PE, of RSA+ dated April 24, 2026.
3. Easement letter signed by Sam Baxter of Spring Summit Ranch, LLC, dated April 27, 2026.




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Brian D. Bordona
Director

MEMORANDUM

| | |
|----------------------------------|--|
| To: Sean Trippi, Project Planner | From: Kim Withrow, Environmental Health Supervisor  |
| Date: January 29, 2026 | Re: Paloma Vineyard Assessor Parcel: 022-150-008 Application: P19-00386 |

This Division has reviewed an application requesting a use permit modification for recognition and expansion of a winery and related improvements as described and depicted in application materials including a wastewater feasibility report dated November 25, 2024. This Division has no objection to approval of the application with the following conditions of approval:

Prior to issuance of building permits or within 60 days of use permit approval:

1. An inspection of the permitted onsite wastewater system was conducted by a licensed Engineering Contractor and revealed a repair must be made to the leach field. Within 60 days of approval of this use permit and prior to increasing visitation allowed by this Use Permit, obtain a permit to repair the leach field, have the work conducted by a licensed sewage contractor, and have it inspected by staff of this Division.
2. The applicant shall enroll for coverage under the General Waste Discharge Requirements for Process Water, if required, by submitting the Notice of Intent, Technical Report and Application to the San Francisco Regional Water Quality Control Board for the proposed winery process water treatment and disposal system. All wineries not enrolled in the Napa County local program for operation and maintenance were required to enroll by January 24, 2024.
3. A well located on the parcel has been identified as no longer in use. A well is considered to be abandoned when it hasn't been connected for service to any structure and/or not used for a period of one year. The owner shall be responsible for having the well destroyed by a licensed well driller or demonstrate the well is not abandoned per Napa County Code Section 13.12.480(B). A permit to destroy the well is required prior to any work being conducted.
4. The proposed water system to serve this project is not currently required to be regulated as a small public water system by this Division under California Code of Regulations, Title 22, or Napa County Code. Therefore, we have no comment as to its adequacy at this

- time. The applicant will be required to provide minimal information on the water system prior to approval of a building permit, including completing a declaration stating they are not a public water system serving 25 or more people for at least 60 days per year.
5. If applicable, during the construction, demolition, or renovation period(s) the applicant must use the franchised garbage hauler for the service area in which they are located for all waste generated during project development, unless applicant transports their own waste. If the applicant transports their own waste, they must use the appropriate landfill or solid waste transfer station for the service area in which the project is located.

Upon use permit approval and ongoing thereafter:

6. The applicant shall provide portable toilet facilities for guest use during all events as indicated in the septic feasibility report/use permit application. The portable toilet facilities must be pumped by a Napa County permitted pumping company.
7. All food served shall be catered; therefore, all food must be prepared and served by a Napa County permitted caterer. If the caterer selected does not possess a valid Napa County permit to operate, refer the business to this Division for assistance in obtaining the required permit prior to providing any food service.

The applicant shall be aware that use of existing facilities for onsite food preparation for food service at retail (guests or employees) is not allowed. If any food is to be prepared onsite, facilities for food preparation at retail must be provided and meet the California Retail Food Code, additionally an annual food permit and water system permit will be required. Questions regarding food service may be directed to the Consumer Protection team of this Division.

8. Plans for the proposed process waste system improvements identified in the wastewater feasibility report shall be designed by a licensed Civil Engineer or Registered Environmental Health Specialist and be accompanied by complete design criteria based upon local conditions. A permit to construct the improvements is required and inspections will be conducted by staff of this Division. In the absence of a local program, approval from the San Francisco Regional Water Quality Control Board must be obtained prior to this Division issuing a permit to construct the improvements.
9. Adequate area must be provided for collection of recyclables and compostables. The applicant must work with the franchised garbage hauler for the service area in which they are located to determine the area and the access needed for the collection site. The designated area shall remain available and be properly maintained for its intended use.
10. Pursuant to Chapter 6.95 of the California Health and Safety Code, businesses that store hazardous materials above threshold planning quantities (55 gallons liquid, 200 cubic feet compressed gas, or 500 pounds of solids) shall obtain a permit, file an approved Hazardous Materials Business Plan to <http://cers.calepa.ca.gov/>, and be approved by this Division within 30 days of said activities.

11. The use of the absorption field/drain field area(s) and reserve area(s) shall be restricted to activities which will not contribute to compaction of the soil with consequent reduction in soil aeration. Activities which must be avoided in the area of the septic system and reserve include equipment storage, traffic, parking, pavement, livestock, etc.
12. All solid waste shall be stored and disposed of in a manner to prevent nuisances or health threats from insects, vectors and odors.
13. All diatomaceous earth/bentonite must be disposed of in an approved manner. If the proposed septic system is an alternative sewage treatment system the plan submitted for review and approval must address bentonite disposal.



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David Morrison
Director

| | |
|---------------------------------------|---|
| To: Wyntress Balcher, Project Planner | From: Stacie Gutierrez, Plans and Permit Supervisor |
| Date: October 15, 2019 | Re: Paloma Vineyard Winery P19-00386 |

Building Inspection Division; Planning Use Permit Review Comments

APN: 022-150-008-000

Project: Paloma Vineyard Winery

Description: Use Permit for an existing small winery exemption winery for recognition of two employees, one the on-site resident owner and one part-time employee; change hours of operation, and to increase visitation; conversion of an existing residence to winery hospitality facility and winery equipment storage.

Comments: The Building Division is not reviewing this project for compliance with the California Building Standards at this time; the Building Division is reviewing the proposed Planning entitlements only, the Building Division has no issues or concerns with the approval of the Use Permit P19-00386; it is a Planning entitlement and does not in itself authorize any construction activities. Separate building permits shall be required.

The plans provided for the Use Permit application P19-00386 do not provide enough information in sufficient detail to determine all code requirements. A complete and thorough plan review will be performed at the time of application is made for the required building, plumbing, mechanical, electrical, and any other construction permits required by other Napa County Agencies. The following comments are provided to make the applicant aware of what codes the applicant will be required to comply with, as well as issues that may need to be addressed prior/during the building permit application and review process.

1. Building permits will be required to be pulled for the construction of the project. All permits are valid 365 days from issuance of the permit. Please see the Building Departments website for more information on submittal requirements. Conversion of the existing dwelling to a winery hospitality facility and winery equipment storage will require building permits from the Napa County Building Department.

2. In accordance with the California Building Code, Chapter 1, Division 1, Section 1.1.9, which states, “only those standards approved by the California Building Standards Commission that are effective at the time of application for a building permit is submitted shall apply to the plans and specifications for and to the construction under that permit.. The codes adopted at this time are the 2016 California Building Standards Codes, Title 24, part 2, Building volumes 1 &2, part 3 Electrical, part 4 Mechanical, part 5 Plumbing, part 6 Energy, part 9 Fire and part 11 Green Buildings. Please be aware there is a code change coming in 2020, so all plans submitted after December 31, 2019 will need to comply with 2019 California Building Standard Codes.
3. Consult with your design professional to design an Accessibility Plan. The site and associated buildings are required to be accessible to persons with disabilities. This includes but not limited to a van accessible parking stall, accessible path of travel from the parking stall to all buildings and areas on the site that are available to employees and the public.
4. Consult with your design professional to ensure at the time of Building Permit submittal that you have provided that proper separation from mixed occupancies. In particular proper separations from the tasting room and production or storage areas. Have your design professional provide an exit plan at the time of permit application.
5. During plan review, occupant loads will determine occupancy types, exiting requirements, and restroom facilities. Consult with your design professional to make sure they accounted for that during the design phase.

Issues with the compliance with the California Building Code, Title 24, will be addressed during the building permit application, review and approval process. If there are any questions, please have the applicant give me a call at (707) 299-1337.

All plans and documents for commercial projects are required by California Law to be prepared and coordinated under the direction of a California Licensed Design Professional, such as an Architect and/or Engineer in accordance with the California Business and Professions Code Chapter 3, and the California Building Code, Chapter 1.

Stacie Gutierrez
Plans and Permit Supervisor
County of Napa Building Department
1195 Third Street, Suite 210
Napa, CA 94558
Stacie.gutierrez@countyofnapa.org



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Steven Lederer
Director

MEMORANDUM

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| To: PBES Staff | From: Anna Vickroy, P.E., T.E. Traffic Engineering Staff Consultant |
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| Date: May 23, 2025 | Re: Paloma Vineyards, P19-00386 Conditions of Approval |
|--------------------|---|

This memorandum is prepared at the request of Planning, Building, and Environmental Services (PBES) staff to provide conditions of approval regarding the Amnesty Application for Use Permit Modification for Paloma Vineyards. The project is located at 4013 Spring Mountain Road, St. Helena Highway (SR 29), (APN 022-150-008), in Napa County, CA.

To prepare this memorandum, the following documents were reviewed:

- Traffic Impact Study dated January 28, 2026 by W-Trans
- Response to Comments Letter #1 dated May 14, 2025 by Coblenz, Patch, Duffy & Bass
- Stopping Sight Distance Exhibit dated February 26, 2025 by RSA
- Wastewater Feasibility Report dated November 25, 2024 by RSA
- Water Availability Analysis dated November 25, 2024 by RSA
- Civil Plans dated February 7, 2025 by RSA

After careful evaluation of the above mentioned submitted documents, we offer no additional comments at this time.

The Department of Public Works has established the following conditions of approval related to the Use Permit Application Number P19-00386. All listed conditions of approval shall be fully completed accordingly prior to the issuance of Occupancy permit:

1. Project Driveway

Driveway access to the public right-of-way must conform to the latest edition of the Napa County Road and Street Standards.

2. Landscaping Maintenance

Landscaping adjacent to the project driveway shall be designed and maintained to not interfere with sight lines required for safe stopping distance on the public right-of-way. No items wider than 18 inches can be taller than 30 inches other than street trees and traffic control devices. Street trees should be deciduous and have branches lower than 6 feet in height removed once the tree is established.

3. Encroachment Permit Requirement

An encroachment permit along with the required fee and a proposed traffic control plan will be required for the construction of any improvements within the public right-of-way. Please contact the Roads office at (707) 944-0196 to initiate the encroachment permit process. More information on these is available at our website: <http://www.countyofnapa.org/publicworks/roads/>

4. Transportation Demand Management Plan

It is recommended that the applicant/permittee voluntarily explore and implement a Transportation Demand Management (TDM) Plan, which should include measures to reduce daily vehicle trips, particularly during marketing and special events. These measures may include, but are not limited to, subsidized transit passes, carpool/vanpool, and bicycle trip-end facilities.

5. On Street Parking

Parking within the public right-of-way will be prohibited at all times, including large marketing and/or temporary events.

If you have any questions or concerns on this matter, please call Ahsan Kazmi, P. E. at (707) 259-8370 or contact at syedahsan.kazmi@countyofnapa.org.



A Tradition of Stewardship
A Commitment to Service

**Napa County Fire Department
Fire Marshal's Office**

951 California Blvd
Napa, CA 94559
www.countyofnapa.org
Main: (707) 299-1464

Jason W. Downs
Fire Marshal

Napa County Fire Department Conditions of Approval

| | | | |
|-----------------|---------------------------|-----------------|-----------------|
| TO: | Planning Department | DATE: | 5/11/2026 |
| FROM: | Jason Downs, Fire Marshal | PERMIT # | P19-00386 |
| SUBJECT: | Paloma Vineyards | APN: | 022-150-008-000 |

The Napa County Fire Marshal's Office has reviewed the submittal package for the above-referenced project. The project is approved as submitted and subject to the following Conditions of Approval:

GENERAL CONDITIONS

1. The following shall be completed prior to October 15, 2028, or prior to additional increase in visitation identified in Planning Condition 4.2 or prior to construction of the new tasting room, whichever occurs first:
 - a. Access from the Napa County public right-of-way to the proposed development shall meet the requirements as outlined in the latest edition of the Napa County Road and Street Standards (RSS) for commercial development and the RSS Exception Request dated 4/30/26 prepared by Bruce Fenton, PE, of RSA+. See Engineering Division Road Evaluation Memorandum dated 5/5/26. The property owner shall obtain a grading permit for all proposed roadway improvements.
 - b. Applicant shall submit documentation satisfactory to the Director demonstrating that all permits, approvals, or authorizations have been obtained from Sonoma County for any portion of the access located outside Napa County jurisdiction.
 - c. Applicant shall demonstrate that the additional easement required to support improvements on the Sonoma County portion are formally recorded prior to development permit issuance.
 - d. Applicant shall submit a complete Grading Permit application for the roadway improvements on or before December 31, 2026.
2. All construction and use of the facility shall comply with all applicable codes, standards, regulations, and ordinances in effect at the time of Building Permit issuance, including the 2025 California Fire Code (CFC) as adopted and amended by Napa County.

3. Prior to commencing any site disturbance or construction activities for all commercial projects, the applicant shall schedule and attend a Pre-Construction Fire Safety Meeting with the Napa County Fire Marshal's Office. The meeting shall include the general contractor and all applicable subcontractors, including, but not limited to, fire sprinklers, fire alarm, underground fire service, and other fire protection system contractors, as well as other relevant project representatives as appropriate. No site work or construction activities shall begin until this meeting has occurred and all requirements of the Fire Marshal's Office have been satisfied.
4. Beneficial occupancy shall not be granted until all required fire and life safety systems and features have been installed, tested, inspected, and approved by the Napa County Fire Marshal's Office.
5. An approved water supply for fire protection shall be installed and made serviceable prior to the arrival of combustible materials on site in accordance with 2025 CFC Section 3312. All underground fire lines, fire pumps, and water storage tanks shall be submitted under a separate permit from the building or civil plans.
6. Where required by 2025 CFC Section 105, separate construction and/or operational permits shall be obtained as applicable. Separate permits may be required for, but are not limited to:
 - Automatic fire-extinguishing systems
 - Fire alarm and detection systems and related equipment
 - Fire pumps and related equipment
 - Private fire service mains and appurtenances
 - Gates and barricades across fire apparatus access roads

FIRE APPARATUS ACCESS

7. The property address shall comply with Section 505.1 of the 2025 California Fire Code and Napa County Municipal Code 15.32.073. Address signage must be clearly visible from the roadway, durable, reflective, and maintained for emergency access. Final placement and specifications are subject to Napa County Fire Department approval.
8. All buildings, facilities, and developments shall be accessible to fire department apparatus by approved fire apparatus access roads in accordance with 2025 CFC Section 503 and the Napa County Road & Street Standards (NCRSS).
9. The Napa County Fire Marshal's Office has reviewed and acknowledges the Road Exception associated with P19-00386. Prior to issuance of a building or grading permit, the project plans shall demonstrate that all roadway construction conforms to the Road Exception Evaluation prepared by the Napa County Engineering Division. Any new or reconstructed roadway not included in the approved Road Exception Evaluation shall comply with the requirements for a commercial driveway as outlined in the current Napa County Road & Street Standards.
10. Access roads shall be designed and maintained to support the weight of fire apparatus and provide reliable all-weather driving conditions. An engineered analysis must be submitted demonstrating that the roadway can support fire apparatus weighing at least 75,000 pounds.
11. Fire apparatus access roads shall be provided within 150 feet of all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building, in accordance with 2025 CFC Section 503.1.1.

12. Gates installed across fire apparatus access roads shall comply with 2025 CFC Sections 503.6 and 503.5, the Napa County Road & Street Standards, and California Fire Safe Regulations (CCR Title 14) for projects located within the State Responsibility Area (SRA).
 - Electrically operated gates serving commercial properties shall be equipped with an approved Knox® key switch (Model 3501 or 3502).
 - Manual gates shall be secured with an approved Knox® padlock.
13. Turnouts shall be a minimum of twenty-two (22) feet wide and thirty (30) feet long with a minimum twenty-five (25) foot taper on each end. Turnouts shall be spaced a maximum of four hundred (400) feet apart. Where multiple turnouts are required, they shall be inter-visible to satisfy spacing requirements
14. Approved turnarounds shall be provided for driveways and dead-end roadways in accordance with 2025 CFC Section 503.2.5 and the Napa County Road & Street Standards.
15. Roadway grades shall not exceed 16 percent. Grades between 16 percent and 20 percent may be permitted where all provisions of the Napa County Road & Street Standards are satisfied.
16. Roadway curves shall have an inside turning radius of not less than 50 feet. An additional surface width of 4 feet shall be added to curves with a radius of 50–100 feet, and 2 feet shall be added to curves with a radius of 100–200 feet.

WATER SUPPLY AND FIRE PROTECTION – COMMERCIAL PROJECTS

17. For buildings not served by a public water system, water storage and fire flow calculations shall be provided by a California Licensed Civil Engineer, Fire Protection Engineer, or C-16 licensed contractor. Calculations shall demonstrate compliance with 2025 CFC Appendix B as adopted and amended by Napa County and the Napa County Municipal Code.
18. Approved pressurized fire hydrants shall be installed within 250 feet of all portions of the exterior walls of the building as measured along approved fire apparatus access roads. Hydrant spacing shall comply with 2025 CFC Appendix C as adopted and amended by Napa County. Private fire service mains shall be installed, tested, and maintained in accordance with NFPA 24 (2022 edition as adopted by the 2025 CFC).
19. Fire Department Connections (FDCs) for automatic sprinkler systems shall comply with 2025 CFC Section 912 and shall be located fully visible and recognizable from the street or approved fire apparatus access road. FDCs shall be located within 50 feet of an approved fire hydrant.
20. Underground fire protection mains shall have a minimum diameter of 6 inches and shall be constructed of C-900 Class 200 piping, ductile iron, or approved equivalent materials, and installed in accordance with NFPA 24 (2022 edition as adopted by the 2025 CFC).
21. Automatic fire sprinkler systems shall be installed where required by 2025 CFC Section 903 as adopted and amended by Napa County and in accordance with the applicable NFPA standard. Systems shall be designed by a California Licensed Fire Protection Engineer or C-16 licensed contractor.

LIFE SAFETY REQUIREMENTS

22. All buildings shall comply with 2025 CFC Chapter 10 – Means of Egress, including but not limited to exit signage, exit illumination, exit doors, and panic hardware where required.

DEFENSIBLE SPACE

23. A minimum 100-foot defensible space shall be provided and maintained around all structures in accordance with California Public Resources Code Section 4291, the Napa County Defensible Space Ordinance, and the Napa County Fire Marshal’s Defensible Space Guidelines. Defensible space shall be established prior to final approval or occupancy and shall be maintained at all times in a fire-safe condition for the life of the project.

24. A minimum 10-foot defensible space shall be provided and maintained on both sides of all roadways, driveways, and access routes leading to the facility, measured from the edge of the roadway surface. This defensible space shall comply with applicable Napa County ordinances and Fire Marshal guidelines and shall be maintained at all times in a fire-safe condition.

NOTICE

The Conditions of Approval noted above are based solely on review by the Napa County Fire Marshal’s Office. Additional comments or requirements may be imposed by other County Departments or Divisions during review of this application.

The Napa County Fire Marshal’s Office Development Guidelines are available at:
www.countyofnapa.org/firemarshal

For questions, please contact the Napa County Fire Marshal’s Office at:
Fire.Marshall@countyofnapa.org