

“D”

Use Permit Application Packet

Hillwalker Vineyards Winery Use Permit P23-00101-UP and Exception
to the Conservation Regulations P23-00239-UP
Planning Commission Hearing Date (August 7, 2024)

NAPA COUNTY

Planning, Building and Environmental Services



A Tradition of Stewardship
A Commitment to Service

USE PERMIT/MAJOR MODIFICATION APPLICATION
WINERY USES

Before you file an application...

Before you submit your application materials, and generally as early in the process as possible, you may want to schedule a Pre-Application Review Meeting (or Pre-App) with a member of the Planning Department Staff.

Pre-Application Meetings

Pre-application meetings are an opportunity to meet with staff from all Divisions and receive valuable feedback on your project. In particular, staff can identify the type of application and related permits that may be necessary, permit processing steps and timelines, and pertinent information and technical studies that will be required to submit a complete application.

To schedule a pre-application meeting, please complete the pre-application meeting form and submit with payment to the Planning Division at 1195 Third Street, Suite 210, Napa, CA 94559.

Contents

___	General Application Form
___	Use Permit/Major Modification Checklist of Required Application Materials
___	Signed Indemnification Form
___	Signed Hourly Fee Agreement
___	Supplemental Application for Winery Uses
___	Voluntary Best Management Practices Checklist for Development Projects
___	Form Adjoining Property Owner List Requirements



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

A Tradition of Stewardship
 A Commitment to Service

PLANNING APPLICATION FORM

Applicant Information

Applicant Contact Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ E-Mail Address: _____	Property Owner Contact Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ E-Mail Address: _____
---	--

Agent Contact Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ E-Mail Address: _____	Other Representative Contact <input type="checkbox"/> Engineer <input type="checkbox"/> Architect <input type="checkbox"/> Agent Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ E-Mail Address: _____
---	---

Property Information

Project Name: _____

Project Address: _____

Assessor's Parcel Number(s): _____

Size of site (acreage and/or square footage): _____

General Plan Designation: _____ Zoning: _____

Application Type¹

File No(s) _____

Administrative	Planning Commission/ALUC/BOS	Zoning Administrator
Erosion Control Plan: <input type="checkbox"/> Track I <input type="checkbox"/> Track II <input type="checkbox"/> Admin Viewshed <input type="checkbox"/> Fence Entry Structure Permit <input type="checkbox"/> Land Division/Mergers <input type="checkbox"/> Site Plan Approval/Modification <input type="checkbox"/> Winery Administrative Permit <input type="checkbox"/> Other Very Minor Modification <input type="checkbox"/> Addressing <input type="checkbox"/> Signs Temporary Event: <input type="checkbox"/> 51-400 <input type="checkbox"/> 401+ <input type="checkbox"/> Late Application Submittal <input type="checkbox"/> Application Entitled to Fee Waiver <input type="checkbox"/> Other: _____	Major Modification: <input type="checkbox"/> Winery <input type="checkbox"/> Other Use Permit: <input type="checkbox"/> Winery <input type="checkbox"/> Other <input type="checkbox"/> Viewshed <input type="checkbox"/> AG Preserve Contract <input type="checkbox"/> Development Agreement <input type="checkbox"/> Airport Land Use Consistency Determination <input type="checkbox"/> General, Specific or Airport Land Use Plan Amendment <input type="checkbox"/> Variance <input type="checkbox"/> Zoning Map/Text Amendment <input type="checkbox"/> Road Exception <input type="checkbox"/> Con. Reg. Exception <input type="checkbox"/> Other: _____	<input type="checkbox"/> Certificate of Legal Non Conformity <input type="checkbox"/> Other Minor Modification <input type="checkbox"/> Road Exception <input type="checkbox"/> Small Winery Exemption <input type="checkbox"/> Winery Minor Modification <input type="checkbox"/> Variance <input type="checkbox"/> Viewshed <input type="checkbox"/> Other: _____ <div style="background-color: #e0e0e0; text-align: center; padding: 2px;">Misc. Services</div> <input type="checkbox"/> Use Determination <input type="checkbox"/> Status Determination <input type="checkbox"/> Other: _____

¹: Include corresponding submittal requirements for each application type.

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

Conditions of Application

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

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

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

Kevin P. Fournier 11/6/23
 Property Owner's Signature and Date

 Property Owner's Signature and Date

Applicant/Agent Statement

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

 Applicant's Signature and Date

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

Checklist of Required Application Materials

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

- General Application Form:** The attached General Application Form must be completed in full and signed by the property owner or their authorized agent. Corporations, partnership, and the like have special signature requirements as noted on the Form.
- Application Fee:**
 - Use Permit/Major Modification (All Uses):** Total Fees are based on actual time and materials and flat fees. A deposit in the amount of \$10,000. Check made payable to County of Napa.
 - Small Winery Exemption (Winery Uses):** Total fees are based on actual time and materials and flat fees. A deposit in the amount of \$5,000. Check made payable to County of Napa.
 - Minor Modification (Winery Uses):** Total fees are based upon flat rates with exception to Engineering Services which are based on actual time and materials over 3 hours for Roads & Street Standards evaluation. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
 - Administrative Permit (Winery Uses):** Total Fees are based on actual time and materials and flat fees. A deposit in the amount of \$1,500. Check made payable to County of Napa.
 - Minor Modification (Non-Residential & Residential Uses):** Total fees are based upon flat rates. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
 - Very Minor Modification (Non-Residential & Residential Uses):** Total fees are based upon flat rates. All County Counsel fees are based on actual time and materials. Check made payable to County of Napa.
- Read and Sign the Hourly Fee Agreement**
- Detailed Project Description:** The Project Description should address all of the applicable items listed below:
 1. Existing site conditions and uses.
 2. Proposed type of development and size, proposed uses/business, development phases, changes or alterations to the property or building including new/modified improvements and off-site improvements.
 3. Days of the week and hours of operation.
 4. Maximum number of employees per shift and hours of shifts.
 5. Are there additional licenses and/or approvals from outside agencies needed from a Special District, Regional, State, Federal?
 6. What is your water supply? How/where is liquid/solid waste disposed?
- To-Scale Site Development Plans (ALL plans must be to an identified architect's or engineer's scale and shall be legible):**

Submit **three (3) 24" X 36"** and **one 11" x 17"** copies of plans consistent with information contained in the *Building Division – Design Information - Sample Site Plan Handout*: <https://www.countyofnapa.org/1890/Building-Documents> .
- To-Scale Floor Plans (ALL plans must be to an identified architect's or engineer's scale, shall show the existing and proposed conditions of the building and shall be legible):**

Submit **three (3) 24" X 36"** and **one 11" x 17"** copies of plans with the following information and details:

 1. Dimensions and area of all rooms, hallways and covered or partially enclosed outdoor areas.
 2. Use of each area within each structure/building.
 3. Location of emergency exists.
- To-Scale Building Elevations (ALL plans must be to an identified architect's or engineer's scale, shall show the existing and proposed conditions of the building and shall be legible):**

Submit **three (3) 24" X 36"** and **one 11" x 17"** copies of plans with the following information and details:

 1. All relevant dimensions.
 2. Exterior materials.
 3. Exterior colors.
 4. Existing grade.
 5. Finished grade.
 6. Finished floor level.
 7. Building height consistent with Figure 209-1 of the 1997 UBC Handbook.

Technical Information and Reports

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

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

Tree canopy coverage:

Tree canopy cover (1993): _____ acres
Tree canopy cover to be removed: _____ acres _____ %
Tree canopy cover to be retained: _____ acres _____ %

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

Understory cover (1993): _____ acres
Understory to be removed: _____ acres _____ %
Understory to be retained: _____ acres _____ %

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

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

8. Special Studies (The following may be required on a project-specific basis at the discretion of the PBES Director.)
 - Noise Study (demonstrating consistency with Napa County Code Chapter 8.16).
 - Aviation Compatibility Study (consistent with Airport Land Use Compatibility Plan requirements)
 - Visual Impacts Study (Photographic simulations)
 - Geological/Geotechnical Hazard Report – Alquist Priolo Act
 - Hydraulic Analysis (flood impact) if within Floodplain and/or Floodway
 - Stormwater Control Plan (consistent with Napa County BASMAA Post Construction Manual)
 - Other: _____
 - Other: _____

Additional Information Required by the Environmental Health Department:

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

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

Additional Information Required by the Engineering Services:

2020 Napa County Road & Street Standards

<https://www.countyofnapa.org/DocumentCenter/View/3787/Napa-County-Road-and-Street-Standards--2020-PDF>

Project Guidance for Stormwater Compliance

<https://www.countyofnapa.org/DocumentCenter/View/3778/Project-Guidance-for-Stormwater-Quality-Compliance-PDF>

BASMAA Post-Construction Stormwater Management Manual

<https://www.countyofnapa.org/DocumentCenter/View/3780/Bay-Area--Stormwater-Management-Agencies-Association-BASMAA-Post-Construction-Manual-PDF>

Napa Countywide Stormwater Pollution Prevention Program (NCSPPP) Erosion and Sediment Control Plan Guidance

<https://www.countyofnapa.org/DocumentCenter/View/3780/Bay-Area--Stormwater-Management-Agencies-Association-BASMAA-Post-Construction-Manual-PDF>

Please Note

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

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

Hourly Fee Agreement

PROJECT File: _____; request for _____
_____. I, _____

the undersigned, hereby authorize the County of Napa to process the above referenced permit request in accordance with the Napa County Code. I am providing \$ _____ as a deposit to pay for County staff review, coordination and processing costs related to my permit request based on actual staff time expended and other direct costs. **In making this deposit, I acknowledge and understand that the deposit may only cover a portion of the total processing costs. Actual costs for staff time are based on hourly rates adopted by the Board of Supervisors in the most current Napa County fee schedule. I also understand and agree that I am responsible for paying these costs even if the application is withdrawn or not approved.**

I understand and agree to the following terms and conditions of this Hourly Fee Agreement:

1. Time spent by Napa County staff in processing my application and any direct costs will be billed against the available deposit. "Staff time" includes, but is not limited to, time spent reviewing application materials, site visits, responding by phone or correspondence to inquiries from the applicant, the applicant's representatives, neighbors and/or interested parties, attendance and participation at meetings and public hearings, preparation of staff reports and other correspondence, or responding to any legal challenges related to the application during the processing of your application. "Staff" includes any employee of the Planning, Building and Environmental Services Department (PBES), the Office of the County Counsel, or other County staff necessary for complete processing of the application. "Direct costs" include any consultant costs for the peer review of materials submitted with the application, preparation of California Environmental Quality Act (CEQA) documents, expanded technical studies, project management, and/or other outside professional assistance required by the County and agreed to by the applicant. The cost to manage consultant contracts by staff will also be billed against the available deposit.
2. Staff will review the application for completeness and provide me with a good faith estimate of the full cost of processing the permit. Any requested additional deposit shall be submitted to PBES to allow continued processing of the project.
3. I understand that the County desires to avoid incurring permit processing costs without having sufficient funds on deposit. If staff determines that inadequate funds are on deposit for continued processing, staff shall notify me in writing and request an additional deposit amount estimated necessary to complete processing of my application. I agree to submit sufficient funds as requested by staff to process the project through the hearing process within 30 days of the request.
4. I understand that if the amount on deposit falls below zero, staff will notify me and stop work on the application until sufficient additional funds are provided
5. If the final cost is less than the amount remaining on deposit, the unused portion of the deposit will be refunded to me. If the final cost is more than the available deposit, I agree to pay the amount due within 30 days of billing.
6. If I fail to pay any invoices or requests for additional deposits within 30 days, the County may either stop processing my permit application, or after conducting a hearing, may deny my permit application. If I fail to pay any amount due after my application is approved, I understand that my permit may not be exercised, or may be subject to revocation. I further agree that no building, grading, sewage, or other project related permits will be issued if my account is in arrears.

7. I may file a written request for a further explanation or itemization of invoices, but such a request does not alter my obligation to pay any invoices in accordance with the terms of this agreement.

Name of Applicant responsible for payment of all County processing fees (Please Print):

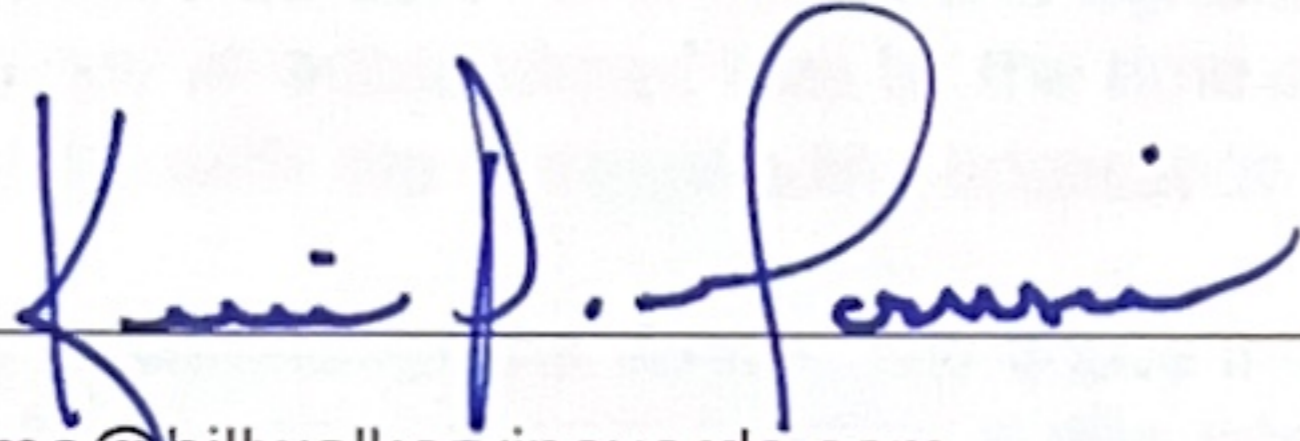
Kevin P. Morrison

Mailing Address of the Applicant responsible for paying processing fees:

405 Alexander Ave

Larkspur, CA 94939

Signature:*



Email Address: kmo@hillwalkervineyards.com

Date:

11/6/23

Phone Number: 415 - 509 - 4739

*ATTENTION - The applicant will be held responsible for all charges.


Supplemental Application for Winery Uses

Definitions

The below are paraphrased from County Code, please see referenced code sections for full text.

- a. **Winery Development Area** – All aggregate paved or impervious or semi-permeable ground surface areas of the production facility which includes all storage areas (except caves), offices, laboratories, kitchens, tasting rooms and paved parking areas for the exclusive use of winery employees. *See Napa County Code §18.104.210*
- b. **Winery Coverage** – The total square foot area of all winery building footprints, all aggregate paved or impervious ground surface areas of the production facility which includes all outside work, tank and storage areas (except caves); all paved areas including parking and loading areas, walkways, and access driveways to public or private roads or rights-of-way; and all above-ground wastewater and run-off treatment systems. *See Napa County Code §18.104.220*
- c. **Production Facility** – (For the purpose to calculate the maximum allowable accessory use) The total square footage of all winery crushing, fermenting, bottling, bulk and bottle storage, shipping, receiving, laboratory, equipment storage and maintenance facilities, and employee-designated restrooms but does not include wastewater treatment or disposal areas which cannot be used for agricultural purposes. *See Napa County Code §18.104.200*
- d. **Accessory Use** - The total square footage of area within winery structures used for accessory uses related to a winery that are not defined as “production facility” which would include offices, lobbies/waiting rooms, conference/meeting rooms, non-production access hallways, kitchens, tasting rooms (private and public areas), retail space areas, libraries, non-employee designated restrooms, art display areas, or any area within winery structures not directly related to wine production. *See Napa County Code §18.104.200*

Planning, Building & Environmental Services



Winery Production Process

The Napa County Code contains various references to winery production and refers to production capacity as “the wine bottled or received” at a winery and refers to “bottling and storage of bottled wine and shipping and receiving of bulk and bottled wine “(Code Section 18.16.030(G)(4)).¹

This handout was developed by the County planning staff with the assistance of a number of local industry representatives to assist property owners and other interested parties in interpreting Napa County Code references to winery production. It does not create a new definition or regulation.

A winery’s total annual production equals either (1) the sum of all wine created through fermentation in a given year, plus the net total of all fermented bulk wine received and shipped in the same year, including all bottled wine received on the premises during the same year; or (2) the amount of wine bottled on the premises in the same given year, *whichever is greater*.

Using the diagram on the right, this means the greater of A+(B-C), or D. If B-C is a negative number, total production is equal to either A or D, whichever is greater.

This interpretation holds true for all physical winery facilities regardless of the number of business entities (e.g. Alternating Proprietors/Custom Crush) they accommodate or the date that their production capacity was established or recognized. However, wineries occupying multiple facilities are governed by the specific terms of their use permit or Certificate of Legal Non-conformity (CLN), which may vary.

Quantities represented by items A through D on the diagram can be determined by reviewing a winery’s annual submittals to the federal Alcohol and Tobacco Tax and Trade Bureau (TTB). The County may periodically request a copy of these submittal (s) as a way to monitor compliance with previously adopted conditions/requirements. The County recognizes that annual variations can occur due to the grape harvest and the timing of finishing/bottling, and will generally review and average three consecutive years of data.

Inflows (Receiving)	Processing Steps	Outflows (Shipping)
Grapes	Crush	
Juice	A Fermentation	Juice
Bulk Wine	Aging & Finishing	Bulk Wine
Bulk Wine	D Bottling	Bulk Wine
		Bottled Wine

Figure 1. Winery Production Process

¹ The complexity of these statements can be attributed to the authors’ desire to avoid “double counting” bulk wine that is both received and bottled at a winery, and the fact that multiple vintages are present within a winery at any given time.

February 2019

WINERY OPERATIONS

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

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

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

Production Capacity *

Please identify the winery's...

Existing permitted production capacity: 200 gal/y Per permit : P19-00341 Permit date: 8/20/2019

Current maximum actual production: 200 gal/y For what year? _____

Average 3 year production: 200 gal/y

Proposed production capacity: 7,000 gal/yr

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

Visitation and Operations

Please identify the winery's...

Maximum daily tours/tastings visitation: _____ existing 35 proposed

Maximum weekly tours/tastings visitation: _____ existing 245 proposed

Visitation hours (e.g. M-Sa, 10am-4pm): _____ existing 10am to 6pm proposed

Production days and hours¹: _____ existing 6am to 6pm proposed

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

Grape Origin

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

See attached Project Description.

Marketing Program

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

See attached Project Description.

On-Site Consumption

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

See attached Project Description and Site Plan.

Food Service

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

See attached Project Description. No food service proposed.

Winery Coverage and Accessory/Production Ratio

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

Existing _____ sq. ft. _____ acres
 Proposed 720 sq. ft. _____ acres

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

10,563 sq. ft. _____ acres 1.1 % of parcel

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

Existing _____ sq. ft. Proposed 1,500 sq. ft.

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

Existing _____ sq. ft. _____ % of production facility
 Proposed 398 sq. ft. 26 % of production facility

Caves and Crush pads

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

Existing Cave:

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

Expanded or New Cave:

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

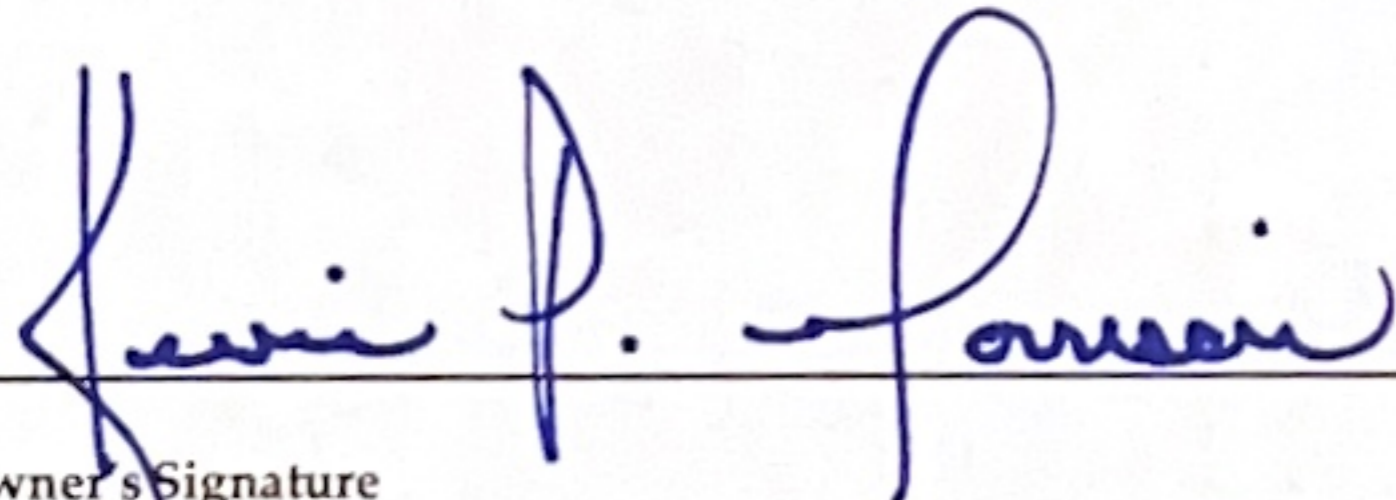
Please identify the winery’s...

Cave area (total) Existing: 1,500 sq. ft. Proposed: 1,500 sq. ft.
 Cave area (Production) Existing: _____ sq. ft. Proposed: 1,500 sq. ft.
 Cave area (Accessory) Existing: _____ sq. ft. Proposed: _____ sq. ft.
 Covered crush pad area Existing: _____ sq. ft. Proposed: _____ sq. ft.
 Uncovered crush pad area Existing: _____ sq. ft. Proposed: _____ sq. ft.
 Cave Spoils total: Proposed: _____ cy.

Cave Spoils Use: Onsite Offsite

Initial Statement of Grape Source

Pursuant to Napa County Zoning Ordinance Sections 12419(b) and (c), I hereby certify that the current application for establishment or expansion of a winery pursuant to the Napa County Winery Definition Ordinance will employ sources of grapes in accordance with the requirements of Section 12419(b) and/or (c) of that Ordinance.


Owner's Signature

11/6/23
Date

Letters of commitment from grape suppliers and supporting documents may be required prior to issuance of any building permits for the project. Recertification of compliance will be required on a periodic basis. Recertification after initiation of the requested wine production may require the submittal of additional information regarding individual grape sources. Proprietary information will not be disclosed to the public.



A Tradition of Stewardship
A Commitment to Service

WINERY TRIP GENERATION WORKSHEET

Planning, Building & Environmental Services

1195 Third Street, Suite 210

Napa, CA 94559-3082

(707) 253-4417

PROJECT DESCRIPTION

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

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

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

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

TRIP GENERATION

Existing Winery				Harvest	Non-Harvest
<u>Maximum Daily Weekday Traffic (Friday)</u>					
	<u>Harvest</u>	<u>Non-Harvest</u>			
FT Employees			3.05 one way trips/employee	FT Employee Daily Trips	
PT Employees			1.9 one way trips/employee	PT Employee Daily Trips	
Max Visitors			2.6 visitors/vehicle for 2 one way trips	Max Visitor Daily Trips	
Max Event			2.6 visitors/vehicle for 2 one way trips	Max Event Daily Trips	
Gallons of Production			0.000018 truck trips	Production Daily Trips	
Tons of Grape Haul#			0.013889 truck trips	Grape Haul Daily Trips	
			Total Weekday Daily Trips		
			Total Weekday Peak Hour Trips*		
<u>Maximum Daily Weekend Traffic (Saturday)</u>					
	<u>Harvest</u>	<u>Non-Harvest</u>			
FT Employees			3.05 one way trips/employee	FT Employee Daily Trips	
PT Employees			1.9 one way trips/employee	PT Employee Daily Trips	
Max Visitors			2.8 visitors/vehicle for 2 one way trips	Max Visitor Daily Trips	
Max Event			2.8 visitors/vehicle for 2 one way trips	Max Event Daily Trips	
Gallons of Production			0.000018 truck trips	Production Daily Trips	
Tons of Grape Haul#			0.013889 truck trips	Grape Haul Daily Trips	
			Total Weekend Daily Trips		
			Total Weekend Peak Hour Trips*		
<u>Maximum Annual Traffic</u>					
					Total Annual Trips**

Proposed Winery				Harvest	Non-Harvest
<u>Maximum Daily Weekday Traffic (Friday)</u>					
	<u>Harvest</u>	<u>Non-Harvest</u>			
FT Employees			3.05 one way trips/employee	FT Employee Daily Trips	
PT Employees			1.9 one way trips/employee	PT Employee Daily Trips	
Max Visitors			2.6 visitors/vehicle for 2 one way trips	Max Visitor Daily Trips	
Max Event			2.6 visitors/vehicle for 2 one way trips	Max Event Daily Trips	
Gallons of Production			0.000018 truck trips	Production Daily Trips	
Tons of Grape Haul#			0.013889 truck trips	Grape Haul Daily Trips	
			Total Weekday Daily Trips		
			Total Weekday Peak Hour Trips*		
<u>Maximum Daily Weekend Traffic (Saturday)</u>					
	<u>Harvest</u>	<u>Non-Harvest</u>			
FT Employees			3.05 one way trips/employee	FT Employee Daily Trips	
PT Employees			1.9 one way trips/employee	PT Employee Daily Trips	
Max Visitors			2.8 visitors/vehicle for 2 one way trips	Max Visitor Daily Trips	
Max Event			2.8 visitors/vehicle for 2 one way trips	Max Event Daily Trips	
Gallons of Production			0.000018 truck trips	Production Daily Trips	
Tons of Grape Haul#			0.013889 truck trips	Grape Haul Daily Trips	
			Total Weekend Daily Trips		
			Total Weekend Peak Hour Trips*		
<u>Maximum Annual Traffic</u>					
					Total Annual Trips**

Net New Trips		Harvest	Non-Harvest
<u>Maximum Weekday Traffic (Friday)</u>			
If total net new daily trips is greater than 40, a TIS is required		Net New Weekday Daily Trips	
		Net New Weekday Peak Hour Trips*	
<u>Maximum Weekend Traffic (Saturday)</u>			
If total net new daily trips is greater than 40, a TIS is required		Net New Weekend Daily Trips	
		Net New Weekend Peak Hour Trips*	
<u>Maximum Annual Traffic</u>			
		Net New Annual Trips**	

#Trips associated with Grape Haul represent harvest season only.

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

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



A Tradition of Stewardship
A Commitment to Service

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

Project name & APN: _____
 Project number if known: _____
 Contact person: _____
 Contact email & phone number: _____
 Today's date: _____

Voluntary Best Management Practices Checklist for Development Projects

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

Practices with Measurable GHG Reduction Potential

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

Already Plan
Doing To Do

ID # BMP Name

- BMP-1 Generation of on-site renewable energy**
If a project team designs with alternative energy in mind at the conceptual stage it can be integrated into the design. For instance, the roof can be oriented, sized, and engineered to accommodate photovoltaic (PV) panels. If you intend to do this BMP, please indicate the location of the proposed PV panels on the building elevations or the location of the ground mounted PV array on the site plan. Please indicate the total annual energy demand and the total annual kilowatt hours produced or purchased and the potential percentage reduction of electrical consumption. Please contact staff or refer to the handout to calculate how much electrical energy your project may need.

- BMP-2 Preservation of developable open space in a conservation easement**
Please indicate the amount and location of developable land (i.e.: under 30% slope and not in creek setbacks or environmentally sensitive areas for vineyards) conserved in a permanent easement to prohibit future development.

Already Plan
Doing To Do

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

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

BMP-4 Alternative fuel and electrical vehicles in fleet

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

Number of total vehicles _____

Typical annual fuel consumption or VMT _____

Number of alternative fuel vehicles _____

Type of fuel/vehicle(s) _____

Potential annual fuel or VMT savings _____

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

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

BMP-6 Vehicle Miles Traveled (VMT) reduction plan

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

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

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

Estimated annual VMT _____

Potential annual VMT saved _____
% Change _____

Already Plan
Doing To Do

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

See description below under BMP-5.

BMP-8 Solar hot water heating

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

BMP-9 Energy conserving lighting

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

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

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

BMP-11 Bicycle Incentives

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

BMP-12 Bicycle route improvements

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

Already Plan
Doing To Do

BMP-13 Connection to recycled water

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

BMP-14 Install Water Efficient fixtures

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

BMP-15 Low-impact development (LID)

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

BMP-16 Water efficient landscape

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

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

BMP-17 Recycle 75% of all waste

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

Already Plan
Doing To Do

BMP-18 Compost 75% food and garden material

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

BMP-19 Implement a sustainable purchasing and shipping programs

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

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

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

BMP-21 Electrical Vehicle Charging Station(s)

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

BMP-22 Public Transit Accessibility

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

Already Plan
Doing To Do

BMP-23

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

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

BMP-24 Limit the amount of grading and tree removal

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

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

BMP-25 (a)

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

BMP-25 (b)

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

BMP-25 (c)

LEED™ Platinum (check all 4 boxes)

Practices with Un-Measured GHG Reduction Potential

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

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

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

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

Already Plan
Doing To Do

- BMP-28 Use of recycled materials**
There are a lot of materials in the market that are made from recycled content. By ticking this box, you are committing to use post-consumer products in your construction and your ongoing operations.
-

- BMP-29 Local food production**
There are many intrinsic benefits of locally grown food, for instance reducing the transportation emissions, employing full time farm workers, and improving local access to fresh fruits and vegetables.
-

- BMP-30 Education to staff and visitors on sustainable practices**
This BMP can be performed in many ways. One way is to simply put up signs reminding employees to do simple things such as keeping the thermostat at a consistent temperature or turning the lights off after you leave a room. If the project proposes alternative energy or sustainable winegrowing, this BMP could include explaining those business practices to staff and visitors.
-

- BMP-31 Use 70-80% cover crop**
Cover crops reduce erosion and the amount of tilling which is required, which releases carbon into the environment.

- BMP-32 Retain biomass removed via pruning and thinning by chipping the material and reusing it rather than burning on-site**
By selecting this BMP, you agree not to burn the material pruned on site.

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

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

Comments and Suggestions on this form?

Sources:

1. *Napa County Bicycle Plan, NCTPA, December 2011*
2. *California Air Pollution Control Officers Associate (CAPCOA). January 2008. CEQA and Climate Change*
3. *Napa County General Plan, June 2008.*
4. *California Office of the Attorney General. 2010. Addressing Climate Change at the Project Level available at http://ag.ca.gov/global_warming/pdf/GW_mitigation_measures.pdf*
5. *U.S. Green Building Council (2009). LEED 2009 for New Construction and Major Renovations Rating System. Washington, DC: United States Green Building Council, Inc.*
6. *California Energy Commission (2008). Title 24, Part 6, of the California Code of Regulations: California's Energy Efficiency Standards for Residential and Nonresidential Buildings. Sacramento, CA: California Energy Commission.*
7. *U.S. Department of Energy (2010). Cool roof fact sheet.*
8. <http://www1.eere.energy.gov/buildings/ssl/ledlightingfacts.html>
9. *Compact Fluorescent Light Bulbs". Energy Star. Retrieved 2013-05-01.*
10. <http://energy.gov/energysaver/articles/solar-water-heaters>. Retrieved 2013-05-02.
11. <http://energy.gov/energysaver/articles/solar-water-heater>. Retrieved 2013-05-09
12. http://www.bchydro.com/powersmart/residential/guides_tips/green-your-home/cooling_guide/shade_trees.html
13. <http://www.napagreen.org/about>. Retrieved 2013-05-09
14. <http://www.countyofnapa.org/pages/departmentscontent.aspx?id=4294971612>
15. <http://www.napasan.com/Pages/ContentMenu.aspx?id=109>
16. <http://water.epa.gov/polwaste/green/index.cfm>

Adjoining Property Owner List Requirements

All applications shall include a list of the current owners of all the properties whose outer perimeters are within **1,000 feet** of the property boundary of the project site. The list shall include the property owner's names, their addresses, and the assessor's parcel numbers of the property owned. The list may be expanded to include other affected property owners at the discretion of the Planning Director as well as individuals having a request for notice on file with the Commission Clerk.

Preparation, verification and submission of this list of property owners is the responsibility of the applicant. Lists of the property owners appearing on County tax rolls in the form required are available from all local title insurance companies. Each such list must be certified by a title insurance company as reflecting the most recent County tax roll information. While the mailing list is not necessarily required at initial project submittal, the project cannot be noticed for hearing without it.

Instructions to the Title Company

Please prepare the property owners' list as follows:

1. Type the property owners' names, parcel numbers and mailing addresses on an 8½" by 11" sheet of Avery #5160 Laser Labels so that this information can be readily used in mailing by the Planning, Building & Environmental Services Department.
2. Submit a full page copy of the assessors' parcel book page(s) and a copy of the latest equalized assessment roll used to compile the property owners' list. Please indicate the location of all parcels listed, by check mark or colored parcel number circled on the pages.

If you have any questions, please contact the Planning, Building & Environmental Services Department at (707) 253-4417.

Hillwalker Vineyards

Winery Use Permit Application

June 10, 2024

Property Information:

1871 Mt. Veeder Road
Napa, CA 94558
APN: 034-110-047-000
Zoning: Agricultural Watershed
Parcel Size: 20.46 acres

Owner Information:

Kevin Morrison
1871 Mt. Veeder Road
Napa, CA 94558
kmo@hillwakervineyards.com

Civil Engineer:

Stillwater Civil Design
Rangel Gonzales, P.E.
(707) 974-9261
rangel@stillwatercivil.com

Project Description:

Existing Site Description and Use:

The proposed winery will be located at 1871 Mt. Veeder Road, APN: 034-110-047. This property is accessed down a long shared private driveway that is approximately 4,400 feet long. We purchased our property in March of 2018. There is an existing residence and accessory buildings on the property, including an approximately 1,500 square foot cave in the hill adjacent to the house. The existing house has 5 potential bedrooms. It is assumed that up to 6 people could potentially reside in the house. There are 4.5 acre vineyard on the property. These vineyards have been under vine since the mid-70's and were replanted in 2003.

While the original intent was to continue growing and selling fruit, we decided to embark on a project to transition the vineyards from conventional farming practices to organic/bio-dynamic practices and dry-farming, and to work to produce a high caliber wine in the cave on-site. To support our initial winemaking efforts, we applied for and received a Home Occupancy permit from Napa County in 2019 and have been producing wine in the cave since that time.

Philosophically, this project has been about pursuing a certain ethos of care for the land and vines, conservation, and utilizing very low impact farming and wine making practices, with the goal of creating something that stands for these values and is represented in the wine we are producing. When we started, the soil was completely dead in the vineyards due to extensive herbicide use over the years and soil compaction. As a result, the vineyards were essentially bare soil and vines. We are now on our 5th year of utilizing organic/bio-dynamic farming practices. We have not put a drop of pesticide or herbicide in the vineyards, nor have we irrigated since 2019. We use plant-based teas and whey protein from a dairy in Sonoma to balance the nutritional needs of the vines. These vineyards have been utterly transformed. They are healthy, the ground is green and full of life, and while the fruit yield has dropped due to dry-farming, the quality of the fruit is superb and has improved every year.

While our farming practices have been beneficial for fruit quality, they have also resulted in significant water conservation. These vineyards were previously irrigated with up to 0.5 acre-feet per acre per year (733,000 gallons per year [2.25 ac-ft/yr]). The vineyards are no longer irrigated so the only proposed water use for this winery is limited to landscaping near the house and winemaking. No new landscaping is proposed for the winery use permit.

This Winery Use Permit Application proposes an annual wine production of up to 7,000 gallons. Up to 7,000 gallons of wine will be produced onsite in the existing 1,500 sf cave. The existing 4.5 acres of onsite vineyards will not produce enough fruit to produce 7,000 gallons of wine per year. Grapes will be procured from other vineyards in Napa County to produce up to 7,000 gallons of wine per year.

Grape Origin:

- o 4.5 acres of onsite vineyards will be used to produce wine onsite. Onsite vineyards currently produce up to 2 tons/acre.
- o Other grape sources from other vineyards in Napa County will be procured to produce up to 7,000 gallons of wine per year.

Proposed Development and Use:

Proposed changes to the existing facilities are minimal. We will make any required improvements to the existing wine cave to meet code and increase wine production. The Pool House bathroom will be improved to meet California Accessibility Code for guest use. Tasting/tours are intended to take place on the existing covered porches adjacent to the house with no proposed physical changes. Marketing events will also be held outdoors and not inside the cave.

Production: Increase wine production on-site from 200 gallons per year under the existing Home Occupancy Permit to 7,000 gallons per year under a Winery Use Permit. We plan to produce up to 7,000 gallons of wine per year onsite in the existing cave.

Winery Tours and Tastings: We do envision hosting guests from time-to-time for tours and tastings. However, we do not intend to build any additional structures for this purpose. Rather, we intend to host people primarily on the covered porch next to the house. We do not intend to obtain a State of California Permit for a Community Water System to use the existing onsite wells. Therefore, twenty-five (25) or more people will be allowed at the winery property for 59 days per year. Twenty-four (24) or less people will be allowed at the winery property for 306 days per year. It is assumed that up to 6 people will live in the existing house at any given time. We propose to host between 13 and 35 guests per day. We do not intend to complete a traffic impact study for this project and therefore, we will have no more than 5 employees and 35 visitors at the winery other than during marketing events that will occur once per month. All food served at the winery will be prepared offsite by a professional catering service.

Marketing Events: We propose to have a maximum of one marketing event per month (up to 12 marketing events per year). Marketing events will have a maximum of 45 guests and 5 employees. All food served at the winery will be prepared offsite by a professional catering service. No winery visits for tours and tastings will be held on the same day as a marketing event. Parking for marketing events will be in vineyard avenues or offsite. Valet parking may be used to ensure cars are parked safely and do not block fire access roads.

A summary of winery visitation is as follows:

- 12 marketing events per year with up to 45 guests and 5 employees
- 47 days of tours and tastings with up to 35 visitors 5 employees
- 306 days of tours and tastings with up to 13 visitors and 5 employees
- 25 or more people will be allowed at the winery for a maximum of 59 days per year

Further details on the proposed winery are detailed below:

Winery Development Area:

- 720 square feet. Consists of four (4) employee parking spaces. Cave (1,500 sf) is excluded. Tasting takes place outside on existing house porch and is not included.

Winery Coverage:

- 11,570 square feet including driveway (approximately 345 feet long from property line to hammerhead turnaround [9,710 sf]), guest parking areas (685 sf), accessible walkways (726 sf), outdoor tasting area (298 sf), accessible bathroom (80 sf) and wine glass washing and storage (71 sf). Cave (1,500 sf) is excluded.

Production Facility:

- Production will take place within the existing 1,500 square foot wine cave on the property where we are currently making wine under the Home Occupancy permit.
- Winery employees will use the bathroom in the Pool House

Accessory Use:

- Accessible Bathroom in Pool House: 80 square feet
- Wine Glass Washing Area & Storage: 71 square feet
- Tasting Area: Approximately 298 square feet of outdoor porches adjacent to the house.
- Total winery accessory area = 449 square feet
- Percentage accessory to production = 30%

Hours of Operation:

- 10:00AM to 6:00PM, Mon – Sun, for Tours and Tastings
- 10:00AM to 10:00PM, for Marketing Events

Employees:

- Two (2) full time employees including the owner
- Up to three (3) part-time employees
- Shifts will generally be from 10:00AM – 6:00PM, except during harvest/wine production which may include 1-2 8:00PM – 6:00AM shifts

Additional Licenses/Permits:

- TTB Permit CA-W-23472 issued/current
- ABC 02-Winegrower #614610 – issued/current

Water Supply:

Even if we used the aggressive assumption of 6 gallons of water for each gallon of wine produced, which is far more than we actually use, the water used for wine production would still be less than one tenth of the maximum water use the property experienced under the prior farming methods. On the topic of water use in wine making, we have a similar philosophy as in farming. We use very little water in the wine making process, only for sanitation, and take steps to minimize the impact on the environment like neutralizing high acid water before it's discarded. We also add no chemicals other than sulfur to our wine, and only use citric acid or sulfur in our cleaning and sanitization practices. Additionally, we have transitioned largely to concrete vessels for aging, which reduces barrel use, conserves water that would otherwise be used for barrel cleaning, and results in less waste in the form of discarded barrels. Lastly, we utilize other techniques that reduce our carbon footprint, such as no hedging and no mowing in the vineyards.

- Water used in wine production and for drinking purposes is provided by two existing wells on the property that feed Reverse Osmosis filtration and UV sterilization system with 2,500 gallons of storage.
- Water supplies are intended to serve 24 people or less on normal days, inclusive of visitors and employees. More than 24 people can be served by the domestic water system for a maximum of 59 days per year.

Waste Disposal:

- Domestic wastewater is handled by the existing engineered septic system that has capacity of 900 gallons/day. See wastewater feasibility report.
- Wine glasses for tasting may be supplied by a service and taken offsite for cleaning. An onsite dishwasher is also proposed. For marketing events, all dirty dishes will be taken and cleaned offsite by a catering company.
- All food served at the winery will be prepared offsite by a professional catering service.
- Solid waste will be removed from the property and disposed of through proper municipal waste services.
- Production Wastewater:
 - Proposed installation of hold and haul tank for winery process wastewater.

Wine Cave:

- Production activities will take place in the existing wine cave.
- No wine tasting will take place in the cave.
- Winery guests may only enter cave on a guided tour.
- The cave is designated as a Type 2 Cave
- Proposed changes to bring the cave up to code will be:
 - Installing a keyed lock to an interior room
 - Installing a panic bar to the exit door

Winery Visitation/Wine Tasting:

- Wine tasting will take place on the covered porch outside of the existing main house.
- The existing pool will not be used for winery visitors. The existing pool has a built-in security cover. The existing security cover will be closed when winery guests are present. The existing built-in pool cover is capable to supporting the weight of any person that may walk onto the pool cover. The existing built-in pool cover provides more security and safety than a fence.
- Winery visitors may be taken on a guided tour of the cave, however, no wine tasting will take place in the cave.

Exceptions:

- We will be seeking an exception to the Napa County Road and Street Standards for existing gravel driveway improvements. See attached road exception request.
- We will be seeking a Use Permit Exception to the Conservation Regulation for existing gravel driveway improvements in the blue line stream setback. See attached application.