

“E”

Use Permit Application Packet



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

PLANNING APPLICATION FORM

Applicant Information

P19-00121

A Tradition of Stewardship
 A Commitment to Service

Applicant's Name: HAGAFEN CELLARS	Phone: (707) 252-4562	E-Mail Address: ernie@hagafen.com
Applicant's Mailing Address: 4160 Silverado TRAIL	City: NAPA	State/Zip Code: CA 94558
Property Owner's Name: (if different from Applicant) SAME	Phone:	E-Mail Address:
Property Owner's Mailing Address:	City:	State/Zip Code:
Agent's Name: (if different from Applicant) BETH PAINTER	Phone: (707) 337-3385	E-Mail Address: BETH@BNAPA.COM
Agent's Mailing Address: 10 CANOPY LN	City: Napa	State/Zip Code: CA 94558
Other Representative: (Engineer/Architect)	Phone:	E-Mail Address:
Representative's Mailing Address:	City:	State/Zip Code:

Property Information

Project Name and Address: HAGAFEN CELLARS

Assessor's Parcel Number(s): 039-130-002

Site of site (acreage and/or square footage): +/- 12.2 AC

General Plan Designation: AR Zoning: AP

Application Type¹ (For Staff Use)

Administrative	Zoning Administrator	Planning Commission/ALUC/BOS	Misc. Services
<input type="checkbox"/> Admin Viewshed	<input type="checkbox"/> Certificate of Legal Non Conformity	<input type="checkbox"/> AG Preserve Contract	<input type="checkbox"/> Use Determination
<input type="checkbox"/> Erosion Control Plan: Track II	<input type="checkbox"/> Viewshed	<input type="checkbox"/> Development Agreement	<input type="checkbox"/> Status Determination
<input type="checkbox"/> Erosion Control Plan: Track I	<input type="checkbox"/> Minor Modification	<input type="checkbox"/> Airport Land Use Consistency Determination	
<input type="checkbox"/> Fence Entry Structure Permit	<input type="checkbox"/> Road Exception	<input type="checkbox"/> General, Specific or Airport Land Use Plan Amendment	
<input type="checkbox"/> Land Division/Mergers	<input type="checkbox"/> Variance	<input type="checkbox"/> Use Permit	
<input type="checkbox"/> Site Plan Approval/Modif.		<input checked="" type="checkbox"/> Major Modification	
<input type="checkbox"/> Temporary Event: _____		<input type="checkbox"/> Variance	
<input type="checkbox"/> Very Minor Modification		<input type="checkbox"/> Zoning Map/Text Amendment	
<input type="checkbox"/> Addressing		<input type="checkbox"/> Road Exception	
<input type="checkbox"/> Signs		<input type="checkbox"/> Con. Reg. Exception	
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____	<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 Board of Supervisor Resolution No. 2018-102 including the establishment of an hourly fee application agreement and initial deposit (Section 80.250 Hourly Project Policies and Procedures). 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.

N.E. Wlin 3/27/19
 Property Owner's Signature and Date

[Signature] 3/27/19
 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

Date Received: <u>3/27/19</u> Received by: <u>CG</u> Receipt No. <u>134576</u> File No. <u>19-00121</u>	Application Fees	
	Deposit Amount	\$ <u>10,000</u>
	Flat Fee Due	\$
	Total	\$
	Check No	

Hourly Fee Agreement

PROJECT File: P19-00121; request for _____

HAGAFEN CELLARS
ERNIE WEIR, 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 \$ 10,000 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):

MORMAN ERNEST WEIR

Mailing Address of the Applicant responsible for paying processing fees:

4160 SILVERADO TRAIL

MARZA, CA 94558

Signature: M.E. Weir

Email Address: ernie@hogan.com

Date: 3/27/19

Phone Number: 252 6781 x101

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

Certification and Indemnification

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

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

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

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

<p style="text-align: center;"><u>NORMAN ERNEST WEIR</u></p> <p><small>Print Name of Property Owner</small></p> <p style="text-align: center;"><u>M. E. Uelen</u></p> <p><small>Signature of Property Owner</small></p>	<p style="text-align: center;"><u>IRIT D. WEIR</u></p> <p><small>Print Name Signature of Applicant (if different)</small></p> <p style="text-align: center;"><u>[Signature]</u></p> <p><small>Signature of Applicant</small></p>
<p><u>3/27/19</u></p> <p><small>Date</small></p>	<p><u>3/27/19</u></p> <p><small>Date</small></p>

USE PERMIT MODIFICATION
(Supplemental Information, January 21, 2026)
Hagafen Cellars
4160 Silverado Trail, Napa

OWNER/APPLICANT:

Norman E. and Irit Weir, Hagafen Cellars
4160 Silverado Trail
Napa, CA 94558

APN: 039-130-002

ACREAGE: ±12.2 acres

BACKGROUND

In 2000, the Hagafen Cellars' Use Permit #99477-MOD was approved to establish a 50,000 gallon per year winery at 4160 Silverado Trail in Napa (Revision to Use Permit 97219-UP) with an approved marketing plan and visitation by appointment only. The property consists of approximately 12.2 acres.

PROJECT DESCRIPTION:

This request proposes the following changes to the current permit:

1. Amend the tours and tasting to include Saturday
2. Amend the retail sales to include Friday and Saturday
3. Increase the total number of visitors to the level calculated in 2018
4. Recognition of use of an approximately 720-square-foot storage room in the winery building.

There will be no change to the approved level of wine production. There is also no change to the approved number of employees (5 FT, 2 PT and 5 seasonal) or the established number of events.

All tasting visitors are scheduled by appointment. The existing permit allows for 25 persons per day six days per week. The visitation level requested is based upon the actual visitation data from 2018, which is 7 days per week. The request is to allow for days that may reach a maximum of 60 visitors, but still meet the annual visitation as documented in 2018. For 2018, the maximum weekly visitation was 311 visitors.

Averages are not a practical metric as visitation fluctuates seasonally. In general, December through February are lower than the average and March through November are at or above the average. The requested level of visitation is in keeping with the actual visitation that the winery documented as a part of the winery compliance program in 2019 (refer to visitation summary provided March 29, 2019). There will be days that may see up to 60 visitors, but the annual maximum visitation will not exceed 2018 levels.

The table below compares the existing annual visitation for both marketing events and visitation by appointment to the level documented in 2018.

Marketing Events	Entitled	Guests	Proposed	Guests
	Harvest 1/yr. 75/event	75	no change	75
	Holiday 2/yr. 100/event	200	no change	200
	Food Pairing 8/yr. 50/event	400	no change	400
	Wine Auction/related 1/yr.	50	no change	50
Mkt Visitors/Year		725		725
Tours and Tasting	Entitled	Guests	Recognition	Guests
Max. Daily		25		60
Max. Weekly	6 days	150	7 days	311
Tasting Visitors/Year		7,800		9,719
Marketing Visitors/Year		725		725
Annual Visitation		8,525		10,444

*2018 winery visitation levels

** Daily visitation may reach 60 persons per day

SUPPLEMENTAL INFORMATION

Entrance Road

The existing entrance meets the current Road and Street Standards (22' in width). There is an existing left turn lane to allow safe ingress and egress to/from the Silverado Trail. There are olive trees planted along the entrance drive that have grown over the years, such that there are areas along the road that do not provide the full 22' width. The olive trees on the south side of the driveway will be removed to provide a full 22' width. The remaining trees will be trimmed and pruned as necessary to maintain a 13.5' vertical clearance of any branches that extend into the 22' roadway. A site plan has been provided to show both the entrance and the driveway.

Water Supply and Wastewater

O'Connor Environmental, Inc. completed a Water Availability Analysis (WAA). Their final report concludes that there is no net increase in water use. The pumping rate of the well will be at 17 GPM to ensure there is no well interference to neighboring wells.

From: [Beth Painter](#)
To: [Hedge, Emily](#)
Subject: Re: P19-00121 Hagafen Winery
Date: Thursday, February 19, 2026 9:21:54 AM

[External Email - Use Caution]

Hi Emily,

I discussed COAs 2, 3, 15,16 and 21 with Ernie.

He would like to amend the conditions as we have discussed which would make the updated Use Permit that will be presented with this Major Modification consistent with the County standards. Please consider this a formal request on his behalf. Here is a summary:

COA #2: He did provide noticing to the list of identified individuals for the first several years, but no one ever responded with any concerns so the practice did not continue.

COA #3, Visitor counts were done, but data was retained at the winery. An example of this was provided with the use permit request.

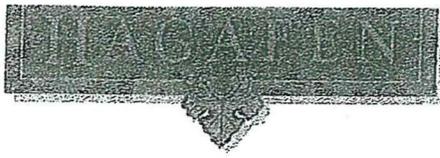
COA #15, This is proprietary data and was retained at the winery.

COA #16 While this data was not sent to the County, it was reported to the State as required for crop reporting.

COA #21 While this data was not sent to the County, it was reported to the ABC as required

Please let me know if you need anything more to move this forward.

Beth Painter
Balanced Planning, Inc.
(707) 337-3385
beth@bpnapa.com



HAGAFEN CELLARS VISITATION SUMMARY

Hagafen Cellars is requesting recognition and authorization of our visitation. We have been the owners and operators of the Hagafen Cellars since 2000 and have relied in good faith on our understanding of our Use Permit.

At the request of Napa County staff I am providing information for the 2018 calendar year, in which we documented visitation at the winery. We have required our visitors to make an appointment in advance of their tasting. We are not requesting any change to our approved production level, number of employees or marketing program.

2018 Tours and Tasting by appointment

Frequency: Seven days per week, Monday through Sunday

Visitation hours: 10 a.m. – 5 p.m.

Retail sales take place during approved visitation hours

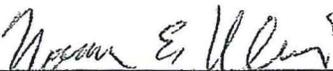
Maximum daily tours/tasting 60 persons/day

Maximum weekly tours/tasting 311 persons/week

The data above have been compiled from our reservation system.

We declare to the best of our knowledge this is true and correct.

Dated: March 29, 2019



Norman E. Weir



Irit Weir

Use Permit Information Sheet

Use

Narrative description of the proposed use (please attach additional sheets as necessary):

This request proposes the following changes to the current permit:

1. Amend the tours and tasting to include Saturday
2. Amend the retail sales to include Friday and Saturday
3. Increase the total number of visitors per day to 60 persons maximum, 311 per week, 9,719 per year
4. Recognize use of an existing approximately 720 square foot storage room
5. Modify existing conditions requiring annual reporting and noticing for marketing events

What, if any, additional licenses or approvals will be required to allow the use?

District NA

Regional NA

State NA

Federal NA

Improvements

Narrative description of the proposed on-site and off-site improvements (please attach additional sheets as necessary):

Improve existing driveway to meet current Road and Street Standards. Includes widening by approximately four (4) feet.

Supplemental Application for Winery Uses

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 checked="" type="checkbox"/> Expanded	<input 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 checked="" type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Tours and Tastings	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Marketing Events*	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly Proposed	<input type="checkbox"/> None
Food at Marketing Events	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input 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 checked="" type="checkbox"/> Existing	<input type="checkbox"/> Expanded	<input type="checkbox"/> Newly 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 production capacity: 50,000 gal/y Per permit No: 99477-MOD Permit date: 6/19/2000

Current maximum actual production: 23,150 gal/y For what year? 2018

Proposed production capacity: no change gal/y

* For this section, please see "Winery Production Process," at page 11.

Visitation and Hours of Operation

Please identify the winery's...

	Approved	Requested to be recognized
Maximum daily tours and tastings visitation:	<u>25 persons/day</u> existing	<u>60 persons/day</u> proposed
Average daily tours and tastings visitation ¹ :	<u>25 persons/day</u> existing	<u>60 persons/day</u> proposed
Visitation hours (e.g. M-Sa, 10am-4pm):	<u>Su-Fr 10am-5 pm</u> existing	<u>7 days 10 am-5 pm</u> proposed
Non-harvest Production hours ² :	<u>8 am- 5 pm</u> existing	<u>no change</u> proposed

¹ Average daily visitation is requested primarily for purposes of environmental review and will not, as a general rule, provide a basis for any condition of approval limiting allowed winery visitation.

² 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).

Marketing Program

Please describe the winery's proposed marketing program. Include event type, maximum attendance, food service details, etc. Differentiate between existing and proposed activities. (Attach additional sheets as necessary.)

no change

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. (Attach additional sheets as necessary.)

no change

Water Supply/ Waste Disposal Information Sheet

Water Supply

Please attach completed Phase I Analysis sheet.

	Domestic	Emergency
Proposed source of water (e.g., spring, well, mutual water company, city, district, etc.):	<u>well</u>	<u>well</u>
Name of proposed water supplier (if water company, city, district):	<u>N/A</u>	<u>N/A</u>
Is annexation needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Current water use:	<u>See Report</u> gallons per day (gal/d)	
Current water source:	<u>well</u>	<u>well</u>
Anticipated future water demand:	<u>4,925</u> gal/d	<u>no change</u> gal/d
Water availability (in gallons/minute):	<u>20</u> gal/m	<u>20</u> gal/m
Capacity of water storage system:	<u>28,800</u> gal	<u>28,800</u> gal
Type of emergency water storage facility if applicable (e.g., tank, reservoir, swimming pool, etc.):	<u>Existing Water Tank, 5,000 gallons</u>	

Liquid Waste

Please attach Septic Feasibility Report

	Domestic	Other
Type of waste:	<u>sewage</u>	<u>winery waste</u>
Disposal method (e.g., on-site septic system, on-site ponds, community system, district, etc.):	<u>on-site septic</u>	<u>on-site septic</u>
Name of disposal agency (if sewage district, city, community system):	<u>N/A</u>	<u>N/A</u>
Is annexation needed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Current waste flows (peak flow):	<u>See Report</u> gal/d	<u>See Report</u> gal/d
Anticipated future waste flows (peak flow):	<u>See Report</u> gal/d	<u>See Report</u> gal/d
Future waste disposal design capacity:	<u>See Report</u> gal/d	<u>See Report</u> gal/d

Solid Waste and Recycling Storage and Disposal

Please include location and size of solid waste and recycling storage area on site plans in accordance with the guidelines available at www.countyofnapa.org/dem.

Hazardous and/or Toxic Materials

If your facility generates hazardous waste or stores hazardous materials above threshold planning quantities (55 gallons liquid, 500 pounds solid or 200 cubic feet of compressed gas) then a hazardous materials business plan and/or a hazardous waste generator permit will be required.

Grading Spoils Disposal

Where will grading spoils be disposed of?

(e.g. on-site, landfill, etc. If off-site, please indicate where off-site): Spoils will be disposed of off-site at an approved location.

Winery Coverage and Accessory/Production Ratio

Winery Development Area. Consistent with the definition at "a.," at page 11 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	<u>7,994</u> sq. ft.	<u>0.18</u> acres
Proposed	<u>7,994</u> sq. ft.	<u>0.18</u> acres

Winery Coverage. Consistent with the definition at "b.," at page 11 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).

Existing	<u>50,073</u> sq. ft.	<u>1.15</u> acres	<u>9.3</u> % of parcel
Proposed	<u>54,000</u> sq. ft.	<u>1.2</u> acres	<u>9.8</u> % of parcel

Production Facility. Consistent with the definition at "c.," at page 11 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	<u>7,908</u> sq. ft.	Proposed	<u>8,628</u> sq. ft.
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Accessory Use. Consistent with the definition at "d.," at page 11 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	<u>1,360</u> sq. ft.	<u>17%</u> % of production facility
Proposed	<u>1,360</u> sq. ft.	17% <u>15%</u> % 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 cave space:

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

N/A No cave

Please identify the winery's...

Cave area (total)	Existing: <u>N/A</u> sq. ft.	Proposed: <u>N/A</u> sq. ft.
Cave area (Production)	Existing: <u>N/A</u> sq. ft.	Proposed: <u>N/A</u> sq. ft.
Cave area (Accessory)	Existing: <u>N/A</u> sq. ft.	Proposed: <u>N/A</u> sq. ft.
Covered crush pad area	Existing: <u>1,920</u> sq. ft.	Proposed: <u>1,920</u> sq. ft.
Uncovered crush pad area	Existing: <u>1,920</u> sq. ft.	Proposed: <u>1,920</u> sq. ft.
Cave Spoils total:	<u>N/A</u>	Proposed: _____ cy.
Cave Spoils Use:	<input type="checkbox"/> Onsite <input type="checkbox"/> Offsite.	

Existing

WINERY DEVELOPMENT AREA

Area	Size (SF)
Barrel Storage	2496
Tank Area	468
Wine Storage	207
Lab/emp. Kitchen	147
Second Floor Storage	720
Storage	30
Covered Crush Area	1920
Bathroom	64
Tasting Room	361
Office First Floor	507
Office Second floor	428
Employee Parking	646
SUB-TOTAL	7994

WINERY COVERAGE

Area	Size (SF)
Barrel Storage	2496
Tank Area	468
Wine Storage	207
Lab/emp. Kitchen	147
Second Floor Storage	720
Storage	30
Covered Crush Area	1920
Uncovered Crush Area	1920
Bathroom	64
Tasting Room	361
Office First Floor	507
Office Second floor	428
Parking Lot Area	11175
Loop Road	6090
Main Road	23100
Pathways	440
SUB-TOTAL	50073

ACCESSORY USE

Area	Size (SF)
Tasting Room	361
Bathroom	64
Office, first floor	507
Office, second floor	428
SUB-TOTAL	1360

PRODUCTION FACILITY

Area	Size (SF)
Barrel Storage	2496
Tank Area	468
Wine Storage	207
Lab/emp. Kitchen	147
Second Floor Storage	720
Storage	30
Covered Crush Area	1920
Uncovered Crush Area	1920
SUB-TOTAL	7908

HAGAFEN CELLARS

Existing Conditions Winery Traffic Information / Trip Generation

Determine Winery Daily Trips. Complete Sections A through I below to determine your winery project's estimated baseline daily, peak hour trips, and annual trips.

Section A. Maximum Daily Weekday Traffic (Friday, non-harvest season)

1. Total number of FT employees¹: 5 x 3.05 one-way trips per employee = 15 daily trips
2. Total number of PT employees¹: 2 x 1.90 one-way trips per employee = 4 daily trips
3. Maximum weekday visitors²: 25 / 2.6 visitors per vehicle x 2 one-way trips = 19 daily trips
4. Gallons of production: 50,000 / 1,000 x 0.009 daily truck trips³ x 2 one-way trips = 1 daily trips
5. **TOTAL** = 39 daily trips

Section B. Maximum Daily Weekday Traffic (Friday, harvest season)

6. Total number of FT employees¹: 5 x 3.05 one-way trips per employee = 15 daily trips
7. Total number of PT employees¹: 2 x 1.90 one-way trips per employee = 4 daily trips
8. Maximum weekday visitors²: 25 / 2.6 visitors per vehicle x 2 one-way trips = 19 daily trips
9. Gallons of production: 50,000 / 1,000 x 0.009 daily truck trips x 2 one-way trips = 1 daily trips
10. Avg. annual tons of grape on-haul: 70 / 144 truck trips x 2 one-way trips = 1 daily trips
11. **TOTAL** = 40 daily trips

Section C. Maximum Daily Weekend Traffic (Saturday, non-harvest season)

12. Total number of FT Sat. employees¹: 5 x 3.05 one-way trips per employee = 15 daily trips
13. Total number of PT Sat. employees¹: 2 x 1.90 one-way trips per employee = 4 daily trips
14. Maximum Saturday visitors²: 25 / 2.8 visitors per vehicle x 2 one-way trips = 18 daily trips
15. Gallons of production: 50,000 / 1,000 x 0.009 daily truck trips³ x 2 one-way trips = 1 daily trips
16. **TOTAL** = 38 daily trips

Section D. Maximum Daily Weekend Traffic (Saturday, harvest season)

17. Total number of FT Sat. employees¹: 5 x 3.05 one-way trips per employee = 15 daily trips
18. Total number of PT Sat. employees¹: 2 x 1.90 one-way trips per employee = 4 daily trips
19. Maximum Saturday visitors²: 25 / 2.8 visitors per vehicle x 2 one-way trips = 18 daily trips
20. Gallons of production: 50,000 / 1,000 x 0.009 daily truck trips x 2 one-way trips = 1 daily trips
21. Avg. annual tons of grape on-haul: 70 / 144 truck trips x 2 one-way trips = 1 daily trips
22. **TOTAL** = 39 daily trips

¹ Full-Time and part-time employees that staff the largest of any event that is proposed to occur two or more times in a month, on average.

² The number of weekday visitors shall include guests of the largest of any event that is proposed to occur two or more times in a month, on average.

³ Assumes 1.47 materials and supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year

HAGAFEN CELLARS

Existing Conditions Winery Traffic Information / Trip Generation (continued)

Section E. PM Peak Hour Trip Generation (Friday, non-harvest season)
(Sum of daily trips from Sec. A, lines 3 and 4) x 0.38 + (No. of FTE) + (line 2 / 2) = 14.6 PM peak trips

Section F. PM Peak Hour Trip Generation (Friday, harvest season)
(Sum of daily trips, Sec. B, lines 8, 9, 10) x 0.38 + (No. of FTE) + (line 7 / 2) = 15.0 PM peak trips

Section G. PM Peak Hour Trip Generation (Saturday, non-harvest season)
(Sum of daily trips from Sec. C, line 14 and 15) x 0.57 + (No. of FTE) + (line 13 / 2) = 17.8 PM peak trips

Section H. PM Peak Hour Trip Generation (Saturday, harvest season)
(Sum of daily trips Sec. D, lines 19, 20, and 21) x 0.57 + (No. of FTE) + (line 18 / 2) = 18.4 PM peak trips

Section I. Maximum Annual Trips
(Sec. A, line 5 x 206) + (Sec. B, line 11 x 55) + (Sec. C, line 16 x 82) + (Sec. D, line 22 x 22) = 14,208 Annual trips

HAGAFEN CELLARS

Request to be recognized

Proposed Project Winery Traffic Information / Trip Generation

Determine Winery Daily Trips. Complete Sections J through R below to determine your winery project's estimated future daily, peak hour trips, and annual trips.

Section J. Maximum Daily Weekday Traffic (Friday, non-harvest season)

1.	Total number of FT employees ¹ : <u>5</u> x 3.05 one-way trips per employee	= <u>15</u> daily trips
2.	Total number of PT employees ¹ : <u>2</u> x 1.90 one-way trips per employee	= <u>4</u> daily trips
3.	Maximum weekday visitors ² : <u>60</u> / 2.6 visitors per vehicle x 2 one-way trips	= <u>46</u> daily trips
4.	Gallons of production: <u>50,000</u> / 1,000 x 0.009 daily truck trips ³ x 2 one-way trips	= <u>1</u> daily trips
5.	TOTAL	= <u>66</u> daily trips

Section K. Maximum Daily Weekday Traffic (Friday, harvest season)

6.	Total number of FT employees ¹ : <u>5</u> x 3.05 one-way trips per employee	= <u>15</u> daily trips
7.	Total number of PT employees ¹ : <u>2</u> x 1.90 one-way trips per employee	= <u>4</u> daily trips
8.	Maximum weekday visitors ² : <u>60</u> / 2.6 visitors per vehicle x 2 one-way trips	= <u>46</u> daily trips
9.	Gallons of production: <u>50,000</u> / 1,000 x 0.009 daily truck trips x 2 one-way trips	= <u>1</u> daily trips
10.	Avg. annual tons of grape on-haul: <u>70</u> / 144 truck trips x 2 one-way trips	= <u>1</u> daily trips
11.	TOTAL	= <u>67</u> daily trips

Section L. Maximum Daily Weekend Traffic (Saturday, non-harvest season)

12.	Total number of FT Sat. employees ¹ : <u>5</u> x 3.05 one-way trips per employee	= <u>15</u> daily trips
13.	Total number of PT Sat. employees ¹ : <u>2</u> x 1.90 one-way trips per employee	= <u>4</u> daily trips
14.	Maximum Saturday visitors ² : <u>60</u> / 2.8 visitors per vehicle x 2 one-way trips	= <u>43</u> daily trips
15.	Gallons of production: <u>50,000</u> / 1,000 x 0.009 daily truck trips ³ x 2 one-way trips	= <u>1</u> daily trips
16.	TOTAL	= <u>63</u> daily trips

Section M. Maximum Daily Weekend Traffic (Saturday, harvest season)

17.	Total number of FT Sat. employees ¹ : <u>5</u> x 3.05 one-way trips per employee	= <u>15</u> daily trips
18.	Total number of PT Sat. employees ¹ : <u>2</u> x 1.90 one-way trips per employee	= <u>4</u> daily trips
19.	Maximum Saturday visitors ² : <u>60</u> / 2.8 visitors per vehicle x 2 one-way trips	= <u>43</u> daily trips
20.	Gallons of production: <u>50,000</u> / 1,000 x 0.009 daily truck trips x 2 one-way trips	= <u>1</u> daily trips
21.	Avg. annual tons of grape on-haul: <u>70</u> / 144 truck trips x 2 one-way trips	= <u>1</u> daily trips
22.	TOTAL	= <u>64</u> daily trips

¹ Full-Time and part-time employees that staff the largest of any event that is proposed to occur two or more times in a month, on average.

² The number of weekday visitors shall include guests of the largest of any event that is proposed to occur two or more times in a month, on average.

³ Assumes 1.47 materials and supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year

HAGAFEN CELLARS

Request to be recognized

Proposed Project Winery Traffic Information / Trip Generation (continued)

Determine Winery Peak Hour Trips. If the number of daily trips on either Section K, line 11, or Section M, line 21, is greater than 20, or Public Works Director determines that other circumstances such as access safety or other potential network impacts warrant further analysis, then the potential transportation impacts of your project must be evaluated in a traffic impact study (TIS) prepared in accordance with Napa County Public Works TIS Guidelines. Follow the direction outlined in Traffic Impact Study Analysis, below. If the number of daily trips on either Section K, line 11, or Section M, line 22, is equal to or less than 20, complete Sections N through R below to determine your project's estimated peak hour trips and annual trips. In lieu of completing Sections N through R, you may opt to prepare a project-specific traffic impact analysis if you anticipate the number of peak hour trips from your proposal is different from that estimated here.

Section N. PM Peak Hour Trip Generation (Friday, non-harvest season)
(Sum of daily trips from Sec. J, lines 3 and 4) x 0.38 + (No. of FTE) + (line 2 / 2) = 24.9 PM peak trips

Section O. PM Peak Hour Trip Generation (Friday, harvest season)
(Sum of daily trips from Sec. K, lines 8, 9, 10) x 0.38 + (No. of FTE) + (line 7 / 2) = 25.2 PM peak trips

Section P. PM Peak Hour Trip Generation (Saturday, non-harvest season)
(Sum of daily trips from Sec. L, line 14 and 15) x 0.57 + (No. of FTE) + (line 13 / 2) = 32.1 PM peak trips

Section Q. PM Peak Hour Trip Generation (Saturday, harvest season)
(Sum of daily trips, Sec. M, lines 19, 20, and 21) x 0.57 + (No. of FTE) + (line 18 / 2) = 32.7 PM peak trips

Section R. Maximum Annual Trips
(Sec. J, line 5 x 206) + (Sec. K, line 11 x 55) + (Sec. L, line 16 x 82) + (Sec. M, line 22 x 22) = 23,855 Annual trips

Traffic Impact Study Analysis. If the number of daily trips on either Section K, line 11, or Section M, line 22, is greater than 20, then the potential transportation impacts of your project must be evaluated in a traffic impact study (TIS) prepared in accordance with Napa County Public Works TIS Guidelines. Existing trip counts on the transportation network should be collected during the harvest season (August 16 – October 31). If collected outside of the harvest season, during the months of November through February, counts shall be adjusted upward by 15 percent to estimate harvest season network volumes. If collected during the weeks between March 1 and August 15, counts shall be adjusted upward by seven percent.

HAGAFEN CELLARS - NET NEW TRIPS

Proposed Project Winery Traffic Information / Trip Generation

Determine Winery Daily Trips. Complete Sections J through R below to determine your winery project's estimated future daily, peak hour trips, and annual trips.

Section J. Maximum Daily Weekday Traffic (Friday, non-harvest season)

- | | | | | |
|----|---|---|------------------|--------------------|
| 1. | Total number of FT employees ¹ : <u>5</u> x 3.05 one-way trips per employee | = | <u>15</u> | daily trips |
| 2. | Total number of PT employees ¹ : <u>2</u> x 1.90 one-way trips per employee | = | <u>4</u> | daily trips |
| 3. | Maximum weekday visitors ² : <u>60</u> / 2.6 visitors per vehicle x 2 one-way trips | = | <u>46</u> | daily trips |
| 4. | Gallons of production: <u>50,000</u> / 1,000 x 0.009 daily truck trips ³ x 2 one-way trips | = | <u>1</u> | daily trips |
| 5. | TOTAL | = | <u>66</u> | daily trips |

NET = 66 - 39 = 27

Section K. Maximum Daily Weekday Traffic (Friday, harvest season)

- | | | | | |
|-----|--|---|------------------|--------------------|
| 6. | Total number of FT employees ¹ : <u>5</u> x 3.05 one-way trips per employee | = | <u>15</u> | daily trips |
| 7. | Total number of PT employees ¹ : <u>2</u> x 1.90 one-way trips per employee | = | <u>4</u> | daily trips |
| 8. | Maximum weekday visitors ² : <u>60</u> / 2.6 visitors per vehicle x 2 one-way trips | = | <u>46</u> | daily trips |
| 9. | Gallons of production: <u>50,000</u> / 1,000 x 0.009 daily truck trips x 2 one-way trips | = | <u>1</u> | daily trips |
| 10. | Avg. annual tons of grape on-haul: <u>70</u> / 144 truck trips x 2 one-way trips | = | <u>1</u> | daily trips |
| 11. | TOTAL | = | <u>67</u> | daily trips |

NET 67 - 40 = 27

Section L. Maximum Daily Weekend Traffic (Saturday, non-harvest season)

- | | | | | |
|-----|---|---|------------------|--------------------|
| 12. | Total number of FT Sat. employees ¹ : <u>5</u> x 3.05 one-way trips per employee | = | <u>15</u> | daily trips |
| 13. | Total number of PT Sat. employees ¹ : <u>2</u> x 1.90 one-way trips per employee | = | <u>4</u> | daily trips |
| 14. | Maximum Saturday visitors ² : <u>60</u> / 2.8 visitors per vehicle x 2 one-way trips | = | <u>43</u> | daily trips |
| 15. | Gallons of production: <u>50,000</u> / 1,000 x 0.009 daily truck trips ³ x 2 one-way trips | = | <u>1</u> | daily trips |
| 16. | TOTAL | = | <u>63</u> | daily trips |

NET 63 - 38 = 25

Section M. Maximum Daily Weekend Traffic (Saturday, harvest season)

- | | | | | |
|-----|---|---|------------------|--------------------|
| 17. | Total number of FT Sat. employees ¹ : <u>5</u> x 3.05 one-way trips per employee | = | <u>15</u> | daily trips |
| 18. | Total number of PT Sat. employees ¹ : <u>2</u> x 1.90 one-way trips per employee | = | <u>4</u> | daily trips |
| 19. | Maximum Saturday visitors ² : <u>60</u> / 2.8 visitors per vehicle x 2 one-way trips | = | <u>43</u> | daily trips |
| 20. | Gallons of production: <u>50,000</u> / 1,000 x 0.009 daily truck trips x 2 one-way trips | = | <u>1</u> | daily trips |
| 21. | Avg. annual tons of grape on-haul: <u>70</u> / 144 truck trips x 2 one-way trips | = | <u>1</u> | daily trips |
| 22. | TOTAL | = | <u>64</u> | daily trips |

NET 64 - 39 = 25

¹ Full-Time and part-time employees that staff the largest of any event that is proposed to occur two or more times in a month, on average.

² The number of weekday visitors shall include guests of the largest of any event that is proposed to occur two or more times in a month, on average.

³ Assumes 1.47 materials and supplies trips + 0.8 case goods trips per 1,000 gallons of production / 250 days per year

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: Total Fees are based on actual time and materials. A deposit in the amount of \$10,000, 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 Department Site Plan Handout*.

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.

NA **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.
- NA 2. Traffic Study consistent with Traffic Impact Study Preparation Requirements link: <https://www.countyofnapa.org/DocumentCenter/View/2514/Requirements-for-Preparation-of-Traffic-Impact-Studies-PDF>.
- NA 3. Archeological/Cultural Resources Study (consistent with State of California requirements)
- NA 4. Historic Resources Study (consistent with State Office of Historic Preservation requirements)
- NA 5. Biological Study – Includes Special Status Survey (consistent with *Guidelines for Preparing Biological Resources Reconnaissance Surveys and Guidelines for Preparing Special-Status Plant Studies*)

- J
NA 6. Water Availability/Groundwater Study (consistent with the WAA Guidance Document adopted by the Board 5/12/2015)
7. 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.

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:

Please contact Engineering Services for any additional handouts or forms related to use permit application submittal.

Please Note

While this checklist includes all information generally required to process a Use Permit application, it is primarily focused on winery uses. Additional information may be required at the discretion of the Planning Manager, and in particular in those cases where non-winery commercial uses (such as restaurants) 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 CD, USB Drive and/or DropBox link.