



## Meeting Minutes

### Napa County Planning Commission

District 1, Kara Brunzell (Vice-Chair)  
District 2, Walter Brooks  
District 3, Molly Moran Williams  
District 4, Pete Richmond  
District 5, Megan Dameron (Chair)

Brian D. Bordona, Director  
Laura Anderson, County Counsel  
Michael Parker, Planning Manager  
Alexandria Quackenbush, Meeting Clerk  
Angie Ramirez Vega, Meeting Clerk

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Wednesday, December 17, 2025

9:00 AM

Board of Supervisors Chambers  
1195 Third Street, Third Floor

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

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

**2. PLEDGE OF ALLEGIANCE**

**3. CITIZEN COMMENTS AND RECOMMENDATIONS**

One comment received.

**4. APPROVAL OF MINUTES**

Motion by Commissioner Moran Williams to approve minutes for December 3, 2025, regular meeting as presented, seconded by Commissioner Brooks

Vote: Carried 4-0-1

Yes: Moran Williams, Brooks, Brunzell, Richmond

No: None

Absent: Dameron

**5. AGENDA REVIEW**

Charlene Gallina gave the agenda review.

**6. DISCLOSURES**

Yes: None

No: Brooks, Brunzell, Moran Williams, Richmond

Absent: Dameron

**7. PUBLIC HEARING ITEMS**

**A. NAPA VALLEY MUSEUM/MARKETPLACE- UNDER-STUDY - USE PERMIT P25-00278-**

## VMM

### **R & R LANDS, LLC / NAPA VALLEY MUSEUM/MARKETPLACE - UNDER-STUDY / USE PERMIT MODIFICATION P25-00278-VMM**

**CEQA STATUS:** The proposed project is exempt from CEQA pursuant to 14 California Code of Regulations (CCR) Section 15061(b)(3) (State CEQA Guidelines) in that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

**REQUEST:** A Use Permit Modification to Use Permit P24-00072-UP & Variance P24-00241 for the Napa Valley Museum/Under-Study requesting the Planning Commission modify and/or eliminate Conditions of Approval regarding wastewater monitoring and seating for the Marketplace-Under-Study. The project was approved by the Planning Commission on October 2, 2024, subject to Conditions of Approval that included limitations on seating. The project is located on the southwest side of State Highway 29 at the intersection of White Lane across the highway at 607 South St. Helena Highway, St. Helena, CA 94574; APN: 027-150-001-000. The parcel size is 1.41 acres and is general plan designated as Agricultural Resource (AR) and within the Commercial Neighborhood (CN) zoning district.

**STAFF RECOMMENDATION:** Approve Applicant's Proposal as requested, subject to the revised Conditions of Approval in Attachment B.

**STAFF CONTACT:** Charlene Gallina, Supervising Planner; (707) 299-1355;  
[Charlene.gallina@countyofnapa.org](mailto:Charlene.gallina@countyofnapa.org)

**APPLICANT CONTACT:** Justin Williams, Restaurant 209, 2416 E. Wichita, KS, 67219; (316) 847-4821; [just.williams@pressnapavalley.com](mailto:just.williams@pressnapavalley.com) (aka: Marketplace-Under-Study)

**APPLICANT REPRESENTATIVE CONTACT:** Jeff Dodd, Esq., 700 Main St. Suite 301, Napa, 94559; (707) 603-2722; [jdodd@coblentzlaw.com](mailto:jdodd@coblentzlaw.com)

Applicant requested to continue the item to certain date of February 4, 2026.

Vice Chair Brunzell opened public comment, one comment was received, Vice Chair Brunzell closed public comment.

Motion by Commissioner Richmond to continue the item to February 4, 2026, Planning Commission Meeting, seconded by Commissioner Moran Williams

Vote: Carried 4-0-1

Yes: Richmond, Moran Williams, Brunzell, Brooks

No: None

Absent: Dameron

**B. REQUEST:** Discussion and recommendation that the Board of Supervisors adopt an ordinance

amending Chapter 18.118 (Water Conservation Regulations for Landscape Design) of Title 18 (Zoning) of the Napa County Code to achieve consistency with the California Code of Regulations Title 23, Division 2, Chapter 2.7 Model Water Efficiency Landscape Ordinance.

**CEQA STATUS:** Pursuant to Categorical Exemption Class 8 (“Actions by Regulatory Agencies for the Protection of the Environment”) which may be found in the guidelines for the implementation of the CEQA at 14 CCR §15308; and the General Rule in that it can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore the CEQA is not applicable. [See Guidelines for the Implementation of the CEQA 14 CCR §15061(b)(3).].

**STAFF RECOMMENDATION:** That the Planning Commission make a recommendation to the Board of Supervisors on the proposed amendments to Title 18 of the Napa County Code identified above.

**STAFF CONTACT:** Emily Hedge, Planner III, (707) 259-8226, [emily.hedge@countyofnapa.org](mailto:emily.hedge@countyofnapa.org)  
Vice-Chair Brunzell opened public comment, receiving none, she closed public comment.  
Motion by Commissioner Richmond to 1.Recommend the Board of Supervisors find the proposed amendments exempt from the California Environmental Quality Act pursuant to Categorical Exemption Class 8 (“Actions by Regulatory Agencies for the Protection of the Environment”) which may be found in the guidelines for the implementation of the CEQA at 14 CCR §15308; and the General Rule in that it can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore the CEQA is not applicable [See Guidelines for the Implementation of the CEQA 14 CCR §15061(b)(3).] and; 2. Recommend the Board of Supervisors adopt an ordinance amending Chapter 18.118 (Water Conservation Regulations for Landscape Design) of Title 18 (Zoning) of the Napa County Code to achieve consistency with the California Code of Regulations Title 23, Division 2, Chapter 2.7 Model Water Efficiency Landscape Ordinance, seconded by Commissioner Moran Williams.

Vote: Carried 4-0-1

Yes: Richmond, Moran Williams, Brooks, Brunzell

No: None

Absent: Dameron

## **8. ADMINISTRATIVE ITEMS**

### **A. ADOPTION OF THE 2026 PLANNING COMMISSION MEETING CALENDAR**

Today’s requested action is for the Commission to adopt the Proposed 2026 Planning Commission Meeting Calendar.

**STAFF CONTACT:** Michael Parker, Planning Manager, [michael.parker@countyofnapa.org](mailto:michael.parker@countyofnapa.org)  
The Airport Land Use Commission (ALUC) calendar will be adopted at a future ALUC meeting.  
Motion by Commissioner Brooks to adopt the proposed 2026 Planning Commission Meeting

Calendar, seconded by Commissioner Richmond  
Vote: Carried 4-0-1  
Yes: Brooks, Richmond, Moran Williams, Brunzell  
No: None  
Absent: Dameron

## **B. ELECTION OF 2026 PLANNING COMMISSION OFFICERS**

**STAFF RECOMMENDATION:** Elect Chairperson and Vice-Chairperson for the 2026 calendar year.

**STAFF CONTACT:** Charlene Gallina, Supervising Planner; (707) 299-1355 or [charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org)

Motion made by Commissioner Richmond to elect Commissioner Brunzell as Chair, seconded by Commissioner Moran Williams.

Motion made by Commissioner Brooks to elect Commissioner Richmond as Vice-Chair, seconded by Commissioner Moran Williams.

Vote: Carried 4-0-1

Yes: Brooks, Richmond, Moran Williams, Brunzell

No: None

Absent: Dameron

## **C. COMMITTEE APPOINTMENTS FOR THE 2026 CALENDAR YEAR**

**REQUEST:** Annual appointments and/or reappointments of Commission members to Standing Committees.

**STAFF CONTACT:** Charlene Gallina, Supervising Planner (707) 299-1355 or [charlene.gallina@countyofnapa.org](mailto:charlene.gallina@countyofnapa.org)

Planning staff requested the item be continued to a date certain of January 7, 2026.

Motion by Commissioner Brooks to continue the item to the January 7, 2026, Planning Commission Meeting, seconded by Commissioner Richmond

Vote: Carried 4-0-1

Yes: Brooks, Richmond, Moran Williams, Brunzell

No: None

Absent: Dameron

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

DISCUSSION OF ITEMS FOR THE ***JANUARY 7, 2026 REGULAR MEETING***

Michael Parker discussed potential items for the January 7, 2026 meeting.

BOARD OF SUPERVISORS ACTIONS

Michael Parker reported on BOS actions

OTHER DEPARTMENT ACTIVITIES - None

CODE COMPLIANCE REPORT- None

ZONING ADMINISTRATOR ACTIONS - None

OTHER PENDING PROJECT'S STATUS - None

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

**11. ADJOURNMENT**

Meeting adjourned at 9:53am

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ANGIE RAMIREZ VEGA, Meeting Clerk