

# Napa County



## Agenda

**Wednesday, November 2, 2022**

**9:00 AM**

**Board of Supervisors Chambers  
1195 Third Street, Third Floor**

### **Planning Commission**

*Chair Megan Dameron, District 5*  
*Commissioner Joelle Gallagher, District 1*  
*Commissioner Dave Whitmer, District 2*  
*Commissioner Anne Cottrell, District 3*  
*Commissioner Andrew Mazotti, District 4*

*Interim Director Brian Bordona*  
*Commission Counsel Laura Anderson*  
*Commission Secretary:*  
*Alexandria Quackenbush*

**HOW TO WATCH OR LISTEN TO THE NAPA COUNTY PLANNING COMMISSION MEETING:**

The Napa County Planning Commission will continue to meet pursuant to the adopted calendar located at the following link:

<https://www.countyofnapa.org/DocumentCenter/View/23929/View-the-meeting-schedule-for-2022-Planning-Commission?bidId=>

**PLEASE SEE INSTRUCTIONS BELOW FOR VIRTUAL/TELEPHONIC ATTENDANCE.**

1. Watch on your TV - Napa Valley TV Channel 28.
2. Listen on your cell phone - via Zoom at 1-669-900-6833 Enter Meeting ID 991-4190-6645 once you have joined the meeting.
3. Watch via the Internet - view the Live Stream via Zoom by <https://www.zoom.us/join>, then enter Meeting ID 991-4190-6645.
4. Via Granicus by [http://napa.granicus.com/ViewPublisher.php?view\\_id=21](http://napa.granicus.com/ViewPublisher.php?view_id=21)

You may submit public comment on any item that appears on the agenda, or general public comment for any item or issue that does not appear on the agenda, as follows:

**Via Email**

Send your comment to the following email address: [Planningcommissionclerk@countyofnapa.org](mailto:Planningcommissionclerk@countyofnapa.org). Please provide your name and indicate the agenda item upon which you are commenting. Emails received will not be read aloud but will still become part of the public record.

**Online**

1. Use the Zoom attendee link: <https://countyofnapa.zoom.us/j/99141906645>. Make sure the browser is up-to-date.
2. Enter an email address and following naming convention:  
Item #, First Name Last Name
3. When the Chair calls for the item on which you wish to speak, click “raise hand.” Mute all other audio before speaking to avoid feedback.
4. When called, please limit your remarks to three minutes. After the comment, your microphone will be muted.

**By Phone**

1. Call the Zoom phone number and enter the webinar ID: 1-669-900-6833 Enter Meeting ID 991 4190 6645
2. When the Chair calls for the item on which you wish to speak, press \*9 to raise a hand. \*\*Please note that phone numbers in their entirety will be visible online while speakers are speaking.\*\*
3. Please provide your name and the agenda item on which you are commenting. Calls will be heard in the order received.
4. Please limit your remarks to three minutes. After the comment has been given, your phone will be muted.

The above-identified measures exceed all legal requirements for participation and public comment, including those imposed by the Ralph M. Brown Act and Executive Order AB361. If you have any questions, contact us via telephone at (707) 253-4417 or email - [Planningcommissionclerk@countyofnapa.org](mailto:Planningcommissionclerk@countyofnapa.org).

### **APPEALS PROCEDURE**

If you do not agree with the Commission's decision or the conditions that may have been imposed by the Commission in approving an agenda item, you may appeal the Commission's action to the Napa County Board of Supervisors. Appeals may be limited to those issues raised at the public hearing relating to the agenda item or to written correspondence delivered to the Planning Commission at or prior to the public hearing. For additional information concerning the County's Ordinance requirements for filing an appeal or to obtain the required forms to file an appeal, please stop at the front counter in the County Executive Office/Clerk of the Board, 1195 Third Street, Suite 310 in Napa. If you have any questions concerning the appeals procedure, please call (707) 253-4580 and request assistance.

All materials relating to an agenda item for an open session of a regular meeting of the Planning Commission which are provided to a majority or all of the members of the Commission by Commissioners, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at the time of such distribution, in the office of the Clerk of the Planning Commission, 1195 Third Street, Suite 210, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Commission at the meeting will be available for public inspection at the public meeting if prepared by the members of the Commission or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

- 1. CALL TO ORDER; ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CITIZEN COMMENTS AND RECOMMENDATIONS**
- 4. APPROVAL OF MINUTES**

**The Clerk of the Commission request approval of Minutes for the meetings held on:**

**September 7, 2022 (Commissioners Gallagher and Cottrell were excused)**

**October 5, 2022 (Commissioners Mazotti and Whitmer were excused)**

- 5. AGENDA REVIEW**
- 6. DISCLOSURES**
- 7. PUBLIC HEARING ITEMS**

A. RESIDENTIAL DEVELOPMENT ENVELOPE ORDINANCE AND  
TEXT AMENDMENT FOR PARCELS LOCATED IN THE  
AGRICULTURAL PRESERVE ZONING DISTRICT

[22-1986](#)

CEQA STATUS: Consideration and possible adoption of Categorical Exemptions: Categorical Exemption Class 3 (“New Construction or Conversion of Small Structures”) which may be found in the guidelines for the implementation of the CEQA at 14 CCR §15303; Categorical Exemption Class 4 (“Minor Alterations to Land”) which may be found in the guidelines for the implementation of the CEQA at 14 CCR §15304; Categorical Exemption Class 7 (“Actions by Regulatory Agencies for Protection of Natural Resources”) which may be found in the guidelines for the implementation of the CEQA at 14 CCR §15307; Categorical Exemption Class 8 (“Actions by Regulatory Agencies for Protection of the Environment”) which may be found in the guidelines for the implementation of the CEQA at 14 CCR §15308; and 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 CEQA is not applicable. [See Guidelines for the Implementation of the CEQA 14 CCR §15061(b)(3); and CEQA Guidelines §15183 (Projects Consistent with a Community Plan, General Plan, or Zoning), those portions require no additional environmental review).

REQUEST: County-sponsored Zoning Ordinance amending Title 18 (Zoning) to limit new residential development and accessory structures on lands in the Agricultural Preserve (AP) Zoning District to one contiguous acre, and allow limited administrative exceptions for non-contiguous envelopes not exceeding one-acre in aggregate area when warranted by certain environmental or legal constraints. For development envelopes that do not meet the administrative standards or that exceed the one-acre administrative threshold, the proposed ordinance enables the Zoning Administrator (ZA) to approve use permits if, after a public hearing, the ZA makes the typical use permit findings (e.g., public safety, health, and welfare) plus additional findings addressing farmland protection, environmental impacts, and visual effects. The proposed ordinance also addresses legally established preexisting residential structures that pre-date the ordinance by allowing these legal conformities to be maintained, rearranged, and redesigned provided that such uses do not expand or relocate beyond the existing envelope. Expansion or relocation beyond a preexisting envelope would be allowed upon grant of use permit by the Zoning Administrator. Lastly, the ordinance would require that the development envelope be documented by recordation of an easement or deed restriction.

Proposed Ordinance Title: AN ORDINANCE OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, AMENDING CHAPTER 18.08 (DEFINITIONS) BY ADDING A NEW SECTION 18.08.542 (RESIDENTIAL DEVELOPMENT ENVELOPE); AMENDING CHAPTER 18.104 (ADDITIONAL ZONING REGULATIONS) BY ADDING NEW SECTIONS 18.104.440 (RESIDENTIAL DEVELOPMENT ENVELOPE- GENERAL STANDARDS) AND 18.104.442 (RESIDENTIAL DEVELOPMENT ENVELOPE -USE PERMIT FINDINGS) AND AMENDING SECTIONS 18.10.020 (ZONING ADMINISTRATOR), 18.124.010 (GRANTING) AND 18.124.020 (APPLICATION) OF TITLE 18 (ZONING) OF THE NAPA COUNTY CODE REGARDING ESTABLISHING A RESIDENTIAL DEVELOPMENT ENVELOPE FOR PARCELS LOCATED IN THE AGRICULTURAL PRESERVE ZONING DISTRICT.

STAFF RECOMMENDATION: Recommend that the Board of Supervisors find that the proposed project is exempt from CEQA and is consistent with the Napa County General Plan (2008), and adopt the proposed ordinance.

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

**Attachments:** [A - Proposed Draft Ordinance, 11-2-22](#)  
[B - Residential Development Envelope Examples](#)  
[C - Updated Ag Conversion Tables](#)  
[D - Public Comments After October 19, 2021 Board Workshop](#)  
[E - Stakeholder Outreach](#)  
[F - Board Workshop Report-10-19-21](#)  
[G - Board Workshop Report -10-30-18](#)  
[Item 7A Public Comment.pdf](#)  
[Additional Public Comments - Agenda Item 7A.pdf](#)

## 8. ADMINISTRATIVE ITEMS

- A. Planning, Building, and Environmental Services to update and inform the Planning Commission of the staff recommendations presented to the Board of Supervisors and the Board's direction regarding rule changes pursuant to the adopted State Minimum Fire Safe Regulations, 2021.

**22-2016**

**Attachments:** [State Minimum Fire Safe Regulations, 2021](#)  
[2019 Napa County Road and Street Standards.pdf](#)  
[2019 NCRSS\\_BOF Certification Letter.pdf](#)  
[Agenda Item 8A - Public Comment.pdf](#)

## 9. DEPUTY DIRECTOR'S REPORT

- DISCUSSION OF ITEMS FOR THE NOVEMBER 16, 2022 REGULAR MEETING
- BOARD OF SUPERVISORS ACTIONS
- OTHER DEPARTMENT ACTIVITIES
- CODE COMPLIANCE REPORT
- ZONING ADMINISTRATOR ACTIONS
- OTHER PENDING PROJECTS' STATUS

**10. COMMISSIONER COMMENTS/COMMITTEE REPORTS**

**11. PROJECTS REQUIRING COMMISSION FOLLOW-UP REVIEW**

Refer to "PBES Current Projects" Web Page <https://www.countyofnapa.org/591/Current-Projects>

**12. ADJOURNMENT**

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON 10/27/2022 BY 10:30 A.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

ALEXANDRIA QUACKENBUSH (By e-signature)

Alexandria Quackenbush, Clerk of the Commission