

# **Napa County**

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559



## **Agenda**

**Wednesday, October 18, 2023**

**9:00 AM**

**Board of Supervisors Chambers  
1195 Third Street, Third Floor  
Napa, CA 94559**

### **Planning Commission**

*Kara Brunzell, District 1  
Dave Whitmer, District 2  
Heather Phillips, District 3  
Andrew Mazotti, District 4  
Megan Dameron, District 5*

*Brian Bordona, Director  
Laura Anderson, County Counsel  
Michael Parker, Planning Manager  
Alexandria Quackenbush, Commission Clerk  
Aime Ramos, Commission Clerk  
Jason Hall, Commission Clerk*

**How to Watch or Listen to the Napa County Planning Commission Meetings**

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/29597/2023-Planning-Commission-Meeting-Calendar?bidId=>

The Napa County Planning Commission realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions for any reason, the Planning Commission reserves the right to conduct the meeting without remote access.

Please watch or listen to the Planning Commission meeting in one of the following ways:

1. Attend in-person at the Board of Supervisors Chambers, 1195 Third Street, Napa, Third Floor.
2. Watch online at <https://napa.legistar.com/calendar.aspx> (click the "In Progress" link in the "Video" column).
3. Watch on your TV - Napa Valley TV Channel 28.
4. Watch on Zoom using the attendee link: <https://countyofnapa.zoom.us/j/99141906645>. Make sure the browser is up-to-date.
5. Listen on Zoom by calling 1-669-900-6833 (Meeting ID: 99141906645).

**If you are unable to attend the meeting in person and wish to submit a general public comment or a comment on a specific agenda item, please do the following:**

1. Email your comment to [planningcommissionclerk@countyofnapa.org](mailto:planningcommissionclerk@countyofnapa.org). Emails will not be read aloud but will still become part of the public record and shared with the Planning Commission.
2. Use the Zoom attendee link: <https://Countyofnapa.zoom.us/j/99141906645>. Make sure the browser is up-to-date. When the Chair calls for the item on which you wish to speak, click "raise hand". Please limit your remarks to three minutes.
3. Call the Zoom phone number: 1-669-900-6833. (Meeting ID: 991-4190-6645). When the Chair calls for the item on which you wish to speak, press \*9 to raise hand. Please limit your remarks to three minutes.

**\*\*Please note that phone numbers in their entirety will be visible online while speakers are speaking\*\***

For more information, please contact us via telephone at (707) 253-4417 or send an email to [planningcommissionclerk@countyofnapa.org](mailto:planningcommissionclerk@countyofnapa.org).

**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 meeting held on:  
JULY 13, 2023 (All Commissioners present)**

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

**A. CLARK FAMILY MOON RANCH VINEYARD - NEW WINERY USE [23-1689](#)**

PERMIT NO. P22-00295

CEQA STATUS: Consideration and possible adoption of Categorical Exemptions, Class 3. It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Section 15303 - Class 3: New Construction or Conversion of Small Structures] which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15303. See also Napa County's Local Procedures for Implementing the CEQA, Appendix B, Class 3(10), construction, and operation of small wineries. This project is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5.

REQUEST: Approval of a New Winery (P22-00295-UP) to allow for the construction and operation of a New Winery on a 10.17-acre parcel located at 1299 Duhig Road in Napa County (APN 047-120-013-000). The winery would consist of the following:

1. Construction of a new 20,000 gallon per year production winery consisting of two (2) winery buildings totaling 4,956 square-feet (sf), created by converting an existing 1,896 sf barn to a 1,416-sf tasting room and a 480-sf bulk and bottle storage, and constructing a new 3,060 sf winery building for wine fermentation, barrel storage, indoor crush pad and loading and unloading of supplies and materials;
2. Construction of a 1,500-sf patio for outdoor tasting;
3. Two (2) full-time and two (2) part-time employees;
4. Tours and tastings for a maximum of 20 visitors per day with charcuterie and cheese provided;
5. High-risk kitchen to provide space for preparation of food for catered events, and for charcuterie and  
cheese plates to be paired with tastings;
6. Eight (8) small events per year with a maximum of 30 visitors;
7. Operating all days of the week (Monday through Sunday) and hours from 7:00AM - 5:00PM for  
production, and 10:00AM - 5:00PM for tours and tastings (with a traffic management plan to ensure  
that total trips during peak hours are less than five (5));
8. Construction of parking for 20 cars and one (1) bus, with overflow event parking occurring on-site, as  
needed, within the existing vineyard avenues;
9. Installation of on-site landscaping and habitat restoration;
10. Installation of two (2) water tanks - one (1) 5,000-gallon domestic tank and one (1) ~42,000-gallon  
process tank, as well as one (1) hydrant.

STAFF RECOMMENDATION: Adopt the Categorical Exemption and approve the New Winery Use Permit (P22-00295), as conditioned.

STAFF CONTACT: Dana Morrison, Supervising Planner, (707) 253-4437 or [dana.morrison@countyofnapa.org](mailto:dana.morrison@countyofnapa.org)

APPLICANT REPRESENTATIVE CONTACT: Edward Clark, 1299 Duhig Road, Napa Ca, 707 592-2644, [ed@amizetta.com](mailto:ed@amizetta.com).

**Attachments:** [Attachment A - Findings](#)  
[Attachment B - Recommended COAs and Final Agency Approval Memos](#)  
[Attachment C - CEQA Cat Ex Memo](#)  
[Attachment D - Narrative and Plan Set](#)  
[Attachment E - Application Submittal Materials](#)  
[Attachment F - Water Availability Analysis](#)  
[Attachment G - Stormwater Control Plan](#)  
[Attachment H - Wastewater Feasibility Report](#)  
[Attachment I - Biological Resource Report](#)  
[Attachment J - Geotechnical Investigation](#)  
[Attachment K - Winery Comparison Table](#)  
[Attachment L - Noise Study](#)  
[Attachment M - NapaSan Will Serve Letter and Correspondence](#)  
[Attachment N - Focused Traffic Study](#)  
[Attachment O - Public Comments as of 10.8.2023](#)  
[Attachment P - Graphics](#)  
[Item 7A - Additional Public Comments.pdf](#)

**8. ADMINISTRATIVE ITEMS: None.**

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

- DISCUSSION OF ITEMS FOR THE NOVEMBER 1, 2023, 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 10/11/2023 BY 5:00 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

JASON HALL (By e-signature)

Jason Hall, Clerk of the Commission