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Napa County Planning, Building  
& Environmental Services

February 15, 2018

Ms. Charlene Gallina  
Planning Supervisor  
Dept. of Planning, Building & Environmental Services  
Napa County  
1195 Third Street, Suite 210  
Napa, CA 94559

RE: P16-00428 SCARLETT WINERY  
1052 Ponti Road, St. Helena APN 030-280-010-000

Dear Charlene:

Please accept the enclosed materials as our response to your letter dated July 30, 2017. The winery design team has been working on some minor revisions to the project design and we are submitting the updated application and plans, along with a response to Mr. Mtunga's letter of "incompleteness" dated December 15, 2016.

Planning Division

1. The WAA report has been revised to include those items outlined in Appendix B of the *WAA Guidance Document (WAAGD)* when estimating non-residential water usage. This is contained in the enclosed revised reports from Bartelt Engineering.
2. The proposed landscape concept has been updated to include landscape treatment to adequately screen, year round the proposed water storage tank area and other outdoor work areas located behind the winery and facing neighbor properties and Silverado Trail. We have also included some enhancement of the landscape concept that will provide more effective landscape screening for the winery structure. The water assessment for the current plan is reflected in the water use report done by Bartelt Engineering.

The following represents a response to those items noted in Mr. Mtunga's "completeness" letter dated December 15, 2016.

1. Mr. Mtunga was incorrect that the County requires elevations of the project in color. We have always worked with black-and-white elevations. Those were submitted originally, but revised elevations reflecting some changes in the structures are part of this submittal.

2. The building materials are noted in the elevations. Again, the County has never required this information in color.
3. An archaeology report for the site was prepared by Origer & Associates and is submitted herewith. As you know, the archaeological/cultural resources report is not available to the public but is proprietary. We assume the standard mitigation measure will be included for purposes of the CEQA analysis and that tribal representatives may be interested in reviewing this report and doing a site visit.
4. The coverage page from the use permit application (which is page 12, not page 4 as Mr. Mtunga noted) is included with this submittal. It has been revised very slightly to reflect the minor change in building footprint and the civil engineering technical reports have been updated to reflect this change.
5. The correct number of employees is 6 full-time employees; 2 part-time employees; and 2 harvest/seasonal employees. This is consistent with the water and wastewater studies submitted in association with the project.
6. The traffic generation form from the use permit application is page 15 (not page 7 as indicated in Mr. Mtunga's letter). For sake of consistency, I have collaborated with Mark Crane of Crane Transportation Group, whose revised traffic report will include this. The revised traffic report, which also responds to comments from the County's initial review, is also included with this submittal.

#### Departmental Comments Responses

Please see the attached letter from the offices of Bartelt Engineering for specific responses to comments submitted by other departments. All comments are noted in revised exhibits submitted herewith.

#### Update on Request from George Montgomery, Neighbor to the Proposed Project

The applicant sent out a letter and reduced-scale site plan and elevations exhibits to neighbors on the 1,000-ft. noticing list. We have had meetings with several of the neighbors to date. Mr. George Montgomery has informed us of his opposition to the project in any form and as you probably know, has retained legal representation. To that end, we have respectfully requested that he should acquire all project materials from the public record. This is for the sake of accuracy and consistency.

Mr. Montgomery suggested that he prefers the entry to the proposed winery to come from Silverado Trail to the east, rather than from Ponti Road, a County maintained road with a very low traffic volume. We have spent several months now considering the implications of a Silverado Trail entry, as per his request. Regrettably, this does not work for a number

of reasons. First, there are drainage ditches, grade differentials, and utilities in place along Silverado Trail that make this a challenging point of entry. This alternative entry would also result in the removal of almost four acres of prime (existing) vineyard land, which is not consistent with the goals of the *Napa County General Plan*.

Even without the physical constraints and necessity of removing vineyard, a Silverado Trail entry would require flipping the winery so that the tasting and hospitality areas are facing the east instead of west. And this would site the production uses closer to the Montgomery residence. Since the tasting room will be smaller in-scale and screened better with decorative landscaping, we assume that the neighbor would prefer this to a covered crush pad area where there would be much outdoor activity during harvest and other times of the year. In short, this is not a feasible option for either the applicant or, we assume, the neighbor. As evidence of this, our design team prepared a series of photomontage images of the winery as it is currently sited, with vantage points from the closest public roads, Silverado Trail and Ponti Road. These are included in this submittal.

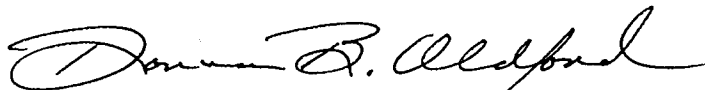
In the interest of aesthetics, we have refined the winery design to lower the height and to include design features for the façade of the building. We have also refined the proposed landscape plan to show more plantings for purposes of screening the structure. Those revisions are included in this submittal.

In summary, this is an all estate-grown winery on a 47.88-acre parcel zoned AP (Agricultural Preserve). Vineyards and wineries are considered by the *General Plan* as the “highest and best use” of the land. The long-time owners of this parcel also have family residing on-site. Their objective is to continue making wine with an on-site production capability that protects the quality of their product.

#### Summary

We look forward to the project progressing to a CEQA document and a hearing before the Napa County Planning Commission soon. Please contact me directly should you have any questions about the enclosed materials or the revisions to the project. Thank you.

Sincerely,



Donna B. Oldford  
Planning Consultant, Plans4Wine

Enclosures: Revised plans and reports  
Revised pages 12 and 15 from Use Permit Application  
Archaeology Report prepared by Origer & Associates  
Response letter from Bartelt Engineering

## Winery Coverage and Accessory/Production Ratio

**Winery Development Area.** Consistent with the definition at "a." at page 11, and with the marked-up side plans included in your submittal, please indicate your proposed winery development area. If the facility already exists, please differentiate between existing and proposed.

Existing                  N/A       sq. ft.                               N/A       acres  
Proposed                 31,116       sq. ft.                               0.71       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).

      59,902       sq. ft.                               1.38       Acres                               2.9       % 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                  N/A       sq. ft.                         Proposed                  17,976       sq. ft.

**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                  N/A       sq. ft.                               N/A       % of production facility  
Proposed                 4,352       sq. ft.                               24       % of production facility

## Caves and Crushpads – NO CAVES PROPOSED

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)

Please identify the winery's...

Cave area     Existing:       N/A       sq. ft.                         Proposed:       N/A       sq. ft.  
Covered crush pad area                                 Existing:       N/A       sq. ft.                         Proposed:       4,725       sq. ft.  
Uncovered crush pad area                               Existing:       N/A       sq. ft.                         Proposed:       N/A       sq. ft.

January 31, 2018  
Job No. 15-02

Charlene Gallina, Supervising Planner  
Napa County Planning, Building  
& Environmental Services Department  
1195 Third Street, Second Floor  
Napa, CA 94558

Re: Scarlett Winery, 1052 Ponti Road, Napa County, CA, APN 030-280-010, P16-00428  
Response to County's Second Review Comments

Dear Ms. Gallina:

We are in receipt of your Application Status Letter – Second Submittal dated July 30, 2017, a Memorandum from Napa County Engineering and Conservation Division dated July 18, 2017, a Memorandum from Napa County Department of Public Works dated July 17, 2017 and a Memorandum from Napa County Building Department dated July 19, 2017 regarding the above mentioned project located at 1052 Ponti Road in Napa County, California (APN 030-280-010) and offer the following responses to your comments:

#### **PLANNING DIVISION**

1. WAA - Pursuant to the WAA guidelines for estimating non-residential water usage for a winery, please breakdown further proposed domestic and landscaping water demand for the winery as follows: employees, tastings room visitation, marketing events, and landscaping.

*As requested, the WAA report has been revised to include those items outlined in Appendix B of the WAA Guidance Document (WAAGD) when estimating non-residential water usage.*

2. Proposed landscape plan should be revised to also include landscape treatment to adequately screen year round the proposed water storage tank area and other outdoor work areas located behind the winery facing neighboring properties and Silverado Trail.

*See the response from the Landscape Architect.*

**ENGINEERING AND CONSERVATION DIVISION**

New Comment as of 7-17-2017:

- **Permit Application, Various Winery Information Sheets, Project Description and Supporting**

- 1) Based on the information provided in the Project Guidance for Stormwater Compliance Checklist, this project increases the onsite impervious surface area by more than 50% of the previous impervious surface. Therefore, runoff from new, replaced, and previously existing impervious surfaces must be included to the extent feasible. Please include an updated complete Stormwater Control Plan (SCP) that addresses this. Please make sure to include the DMA exhibit with your SCP as no exhibit was included in this latest submittal.

*Section E.12.c.(II) (a) of Order No. 2013-0001-DWQ states:*

*"Where a redevelopment project results in an increase of more than 50 percent of the impervious surface of a previously existing development, runoff from the entire project, consisting of all existing, new, and/or replaced impervious surfaces, must be included to the extent feasible."*

*Section C.3.b.ii.(3)(a) of the SFRWQCB's Order No. R2-2015-0049 provides better clarification on the relationship between existing and proposed projects and states:*

*"Where a redevelopment project results in an alteration of 50 percent or more of the impervious surface of a previously existing development that was not subject to Provision C.3, the entire project, consisting of all existing, new, and/or replaced impervious surfaces, must be included in the treatment system design (i.e., stormwater treatment systems must be designed and sized to treat stormwater runoff from the entire redevelopment project)."*

*I discussed your request with Bill Hereth, PE of the State Water Resources Control Board's Phase II Small Municipal MS4 Program and after review of the above Orders, he agreed that the spirit of the regulation is meant to address stormwater runoff from a project when the proposed redevelopment of impervious surface is 50 percent or more and occurs in relation to an existing development. The word "of" (underlined above in the quoted § of 2013-0001-DWQ) provides the nexus between a proposed redevelopment project and an existing development's impervious surface. This proposed project is not redeveloping any portion of the existing development (residential area) previously not subject to the provision; therefore, the existing residential area should not be included in this project's SCP. Mr. Hereth agrees with my assessment that the provisions set forth in the Order do not apply to the existing residential improvements since those improvements are not part of the proposed project.*

- **Conceptual Site Plan and Grading Plan:**

- 2) Please provide additional details about the proposed gate. On the included elevation plan view of the gate please note the height, width, direction of swing, etc.
  - o Although the written response was included from the project engineer stating that it was addressed by the architect there was no response included from the architect and this was not addressed. Please address as requested.

*A detail of the proposed gate is provided on Sheet UP-A1 that shows the height, width, and direction of swing.*

- 3) Please provide the dimensions (including back out distances) of the parking stalls and drive aisles for all existing and proposed parking on-site. Please note that the proposed visitor parking stalls appear to not meet the required back out distance.
  - o Please provide the back out distances of both parking areas on the plans.

*UP3 has been revised to include back out dimensions of both (public and employee) parking areas.*

- 4) Please revise the inside turning radius of the driveway to meet the minimum 50 foot requirement as outlined in the Napa County Road and Street Standards.
  - o Thank you for providing the updated inside radius. For clarity on the graphics for your Use Permit, please include the dimension of the road width on the plans to illustrate that you have met the additional 4 foot of shoulder requirement for turns with an inside radius of 50 feet to 100 feet.

*UP 3 has been revised to include dimensions of the 20 foot driveway width and associated additional 4 foot width where the inside radius is 50 feet to 100 feet.*

## **DEPARTMENT OF PUBLIC WORKS**

The traffic study should address employee impacts. The difference between harvest and summer peak is only 1 %, so employees could be added to harvest and this could accurately assess both summer and harvest. If the county's peak hour factor is not used, an appropriate alternative method for obtaining peak hour counts shall be submitted for approval as part of the study.

*See response from Traffic Engineer.*

On the site plan, Roadway sight triangles based on AASHTO standards need to be shown at each driveway, alley, and intersection. For this triangle, place one leg of the triangle in the center of the exit lane of the driveway or intersecting street 18' back of the edge of travelled way and the other leg's length should be per AASHTO guidelines for departure triangles and

located in the center of the approaching lane. Add the following note to the site plan: No items that are wider than 18 inches may be taller than 30" within this triangle except for street trees and traffic control devices and equipment.

*UP1 has been revised to include Case B1 (left turn from stop) and Case B2 (right turn from stop) departure site triangles based on AASHTO standards as requested. The departure site triangles are based on an approach vehicle speed of 25 mph since there is no posted speed limit sign on Ponti Road.*

#### **NAPA COUNTY BUILDING DIVISION**

The plans provided for the Use Permit application P16-00428 do not provide enough information in sufficient detail to determine code requirements. A complete plan check will be performed at the time of application and plan submittal to the building division for required permits. The following are provided to prepare the applicant for some standard submittal requirements for the plan review of the building permit process.

*Comment is noted.*

Any existing structures and/or buildings on the property that will be demolished require a separate demolition permit issued by The Napa County Building Division prior to demolition. The applicant will be required to provide a J number form Bay Area Air Quality Management District at the time of application for the permit.

*No existing structures and/or buildings are proposed to be demolished.*

The site and associated buildings are required to be accessible to persons with disabilities. This includes but not limited to, parking, accessible path of travel from parking to all buildings and areas on site that are available to employees and the public. Plans must also include all accessibility features for the interior work. An Accessible Upgrade Worksheet must be submitted with plans as a part of the permit process.

*An Accessible Upgrade Worksheet will be provided by others as part of the Building Permit Application.*

Occupant load will determine occupancy types, exiting requirements, and restroom facilities.

*Comment is noted.*

Any change in occupancy or use will require building to comply with the requirements of the California Building Code for a new occupancy or use.

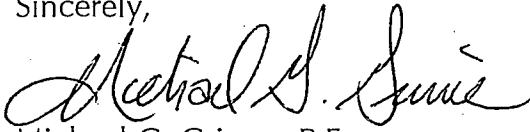
*Comment is noted.*



January 31, 2018  
Job No. 15-02

If you require any additional information or have any questions regarding the information provided, please feel free to contact me at your earliest convenience at (707) 258-1301.

Sincerely,



Michael G. Grimes, P.E.  
Project Engineer

MGM:sd

enclosures

cc: Mattie Cooper, Scarlett Winery  
Donna Oldford, Plans4Wine