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1195 Third Street, Suite 210

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**David Morrison**  
Director

## NEW PROJECT SUBMITTAL COURTESY NOTICE

**DATE:** July 27, 2021

**SUBJECT:** Draft Micro-Winery Ordinance

Napa County is soliciting public comments on the draft micro-winery ordinance, a copy of which is attached. The draft ordinance is tentatively scheduled to be presented to the Board of Supervisors in a workshop on August 24, 2021. **Please provide any comments you may have regarding the draft ordinance by August 16, 2021.**

On March 2, 2021, the Napa County Board of Supervisors directed staff to prepare a draft ordinance to create a new definition for "micro-wineries" and allow for streamlined procedures to process future micro-winery applications. A copy of the draft ordinance is attached.

The draft ordinance defines micro-wineries as meeting the following criteria:

- Maximum annual production capacity of 5,000 gallons of wine;
- At least 75 percent of the grapes used in production are grown on the same property as the micro-winery. For the purpose of this section, "the same property as the micro-winery" means any parcel or parcels identified as included within the Use Permit application;
- Maximum of 5,000 square feet of total enclosed space including storage, processing facilities, tasting areas, and caves;
- No more than ten Average Daily Trips (ADT) (five daily round trips) are generated by tasting room visitors, all winery employees including seasonal employees, and deliveries to and/or from the winery;
- No marketing events are conducted on site;
- Tasting and sales activities are limited to between the hours of 9:00 a.m. and 6:00 p.m.;
- No subsequent application for an increase in the production of wine or tasting room visitation shall be considered within two years after the approval of the original micro-winery use permit.

The draft ordinance would allow new micro-winery use permits to be considered by the Zoning Administrator. However, the Zoning Administrator would only have the authority to grant new micro-winery use permits for a period of two years after the ordinance becomes effective, unless the micro-winery ordinance is extended, amended, or re-adopted. Any micro-wineries approved within the two year time would continue to remain valid unless expired or revoked.

The draft ordinance would also allow the Zoning Administrator to approve Minor Modifications to micro-winery use permits without a public hearing, in accordance with established procedures, for the following requests:

- An increase in the number of full-time equivalent existing permitted employees up to a total of five employees;
- An increase in (1) the number of full-time equivalent existing permitted employees, including seasonal employees, (2) tours and tastings, or (3) deliveries, such that the total number of vehicle trips for all such uses on the property does not exceed 40 ADT or 20 round trips;
- An increase in wine production up to a maximum of 5,000 gallons annually;
- A change in days of operation provided there is no increase in visitation, except pursuant to this section; and
- A change in aggregate building footprint (including caves) up to 5,000 square feet.

Once the draft ordinance has been reviewed by the Board of Supervisors, County Staff will document and analyze the project's potential to result in environmental impacts, as well as evaluating the project for consistency with the County General Plan, Zoning Code, and applicable ordinances. Once staff has completed their review, the proposal will be scheduled for a public hearing before the Planning Commission for their recommendation. The project will then be scheduled for a public hearing before the Board of Supervisors for consideration of adoption. If approved, the ordinance would become effective 30 days following adoption.

If you have received this courtesy notice by direct mail from staff, you will be included in the mailing of the formal notice of public hearing to consider this application.

If you have any questions regarding the draft ordinance or the process, please contact David Morrison, by telephone at (707) 253-4805 or by e-mail at [david.morrison@countyofnapa.org](mailto:david.morrison@countyofnapa.org).