



# WINERY OR OFF-SITE WINE CELLAR SUPPLEMENTAL INFORMATION AND EVENT PLAN

SAN JOAQUIN COUNTY COMMUNITY DEVELOPMENT DEPARTMENT  
1810 E. HAZELTON AVENUE, STOCKTON CA 95205  
BUSINESS PHONE: (209) 468-3121  
Business Hours: 8:00 a.m. to 5:00 p.m. (Monday through Friday)  
Closed for Lunch Between the Hours of 12:00 p.m. and 1:00 p.m.

## DEFINITIONS:

**Marketing Event.** “Marketing Event” means the congregation of persons for the purpose of promoting the wine industry and marketing wine. Marketing events always include wine tasting and the sale of wine, and may include the selling and serving of beer. Activities or events include but are not limited to: non-profit community fundraising, weddings, concerts, and/or any other event where the winery or off-site wine cellar facility is rented or otherwise made available to a second party and wine is served. Marketing events may include food service (but not in a way that is defined under the use type Eating Establishment, Convenience or Full Service pursuant to Development Title Section 9-115.425). Marketing events shall be identified in a supplemental Marketing Calendar filed with the Department pursuant to Development Title Section 9-1075.9(c). Marketing events shall be operated in conformance with all approved land use permits and Development Title Section 9-1075.9(l).

**Industry Event.** “Industry Event” is a regional event where the wineries and/or off-site wine cellars in the area are participating and includes the congregation of persons for the purpose of promoting and marketing wine, the wine industry, winery or off-site wine cellar. Industry events always include wine tasting and the sale of wine. Adequate on-site parking accommodations are required. Industry event participation details shall be identified in a supplemental Marketing Calendar filed with the Department pursuant to Development Title Section 9-1075.9(c). Industry events shall be operated in conformance with all approved land use permits and Development Title Section 9-1075.9(l).

**Small-scale Accessory Winery Event.** “Small-scale accessory winery event” is an event hosted by the on-site winery or off-site wine cellar and that includes the congregation of persons for the purpose of promoting and marketing wine, the wine industry, winery or off-site wine cellar. Small-scale accessory winery events may include but are not limited to: wine club activities and wine education seminars and always include wine tasting and the sale of wine. Small-scale accessory winery events exclude events where the facility is rented (or otherwise made available) to a second party. Small-scale accessory winery events shall have a maximum of eighty (80) attendees per event, provided there are adequate on-site parking accommodations for attendees. A maximum of one (1) small-scale accessory winery event shall be permitted per day. Marketing of wine as a small-scale accessory winery event may include food service and/or food and wine pairings provided all such food service is provided on a fixed cost basis and not in a way that is defined under the use type Eating Establishment, Convenience or Full Service pursuant to Development Title Section 9-115.425. Outdoor amplified sound shall be prohibited at small-scale accessory winery events. Small-scale accessory winery events shall be identified in a supplemental Marketing Calendar filed with the Department pursuant to 9-1075.9(c). Small-scale accessory winery events shall be operated in conformance with all approved land use permits and Development Title Section 9-1075.9(1).

**Large-scale Accessory Winery Event.** “Large-scale accessory winery event” is an event hosted by the on-site winery or off-site wine cellar and that includes the congregation of persons for the purpose of promoting and marketing wine, the wine industry, winery or off-site wine cellar. Large-scale accessory winery events may include but are not limited to: wine club activities and wine education seminars and always include wine tasting and the sale of wine. Large-scale accessory winery events exclude events where the facility is rented (or otherwise made available) to a second party. Large-scale accessory winery events shall have a maximum number of attendees equal to twice the number of permitted permanent on-site parking accommodations approved by a land use permit (2:1 ration of attendees to permanent parking spaces). A maximum of ten (10) large-scale accessory winery events shall be permitted per calendar month. Marketing of wine as a large-scale accessory winery event may include food service and/or food and wine pairings provided all such food service is provided on a fixed cost basis and not in a way that is defined under the use type Eating Establishment, Convenience or Full Service pursuant to Development Title Section 9-115.425. Outdoor amplified sound may be conditionally permitted in compliance with Development Title Section 9-1075.9(f)(2). Large-scale accessory winery events shall be identified in a supplemental Marketing Calendar filed with the Department pursuant to Development Title Section 9-1075.9(c). Large-scale accessory winery events may be permitted in addition to small-scale accessory winery events. Large-scale accessory winery events shall be operated in conformance with all approved land use permits and Development Title Section 9-1075.9(1).

**Wine Release Event.** “Wine release event” is an event hosted by the winery or off-site wine cellar that includes the congregation of persons for the purpose of releasing wines produced by the permitted facility and providing an opportunity for wine club members to pick up their wine. Wine release events may be open to the public and may occur a maximum of four (4) times per year. Each event may last up to two (2) consecutive days and shall have a maximum attendance of three-hundred (300) attendees at any given time, provided there are adequate on-site parking accommodations for attendees. Wine release events exclude events where the facility is rented (or otherwise made available ) to a second party. Outdoor amplified sound may be permitted at wine release events, if the facility has been approved to have outdoor amplified sound. Wine release events may include food (but not in a way that is defined under the use type Eating Establishment, Convenience or Full Service pursuant to Development Title Section 9-115.425). Wine release events shall be identified in a supplemental Marketing Calendar filed with the Department pursuant to Development Title Section 9-1075.9(c). Wine release events shall be operated in conformance with all approved land use permits and Development Title Section 9-1075.9(1).

**Permanent Parking.** “Permanent parking,” for the purposes of the Wineries and Related Facilities Chapter, means space that has been designated and improved to standards identified by an approved land use permit.

**Overflow Parking.** “Overflow parking” means space that is temporarily used for parking or maneuvering purposes for an event, or activity that is in addition to the minimum number of permanent parking spaces or maneuvering areas calculated based on use type pursuant to Table 9-1015.3(b).

**APPLICATION INFO:**

**DATE RECEIVED:** \_\_\_\_\_  
**PLANNING APPLICATION NO:** \_\_\_\_\_  
**PROPERTY OWNER NAME:** \_\_\_\_\_  
**PROPERTY ADDRESS:** \_\_\_\_\_  
**WINERY OR OFF-SITE WINE CELLAR NAME:** \_\_\_\_\_  
**WINERY USE TYPE:** \_\_\_\_\_  
**PARCEL(S) SIZE:** \_\_\_\_\_

The following information shall be provided for all proposed new wineries and/or off-site wine cellars and for modifications proposed to existing wineries and/or off-site wine cellars.

**I. SUPPLEMENTAL INFORMATION NEEDED TO PROCESS A WINERY OR OFF-SITE WINE CELLAR PERMIT:**

**A. WINE PRODUCTION OPERATIONS:** In front of each operation that is listed, please mark an “E” for existing, a “P” for proposed, an “X” for expanding or an “N” for none.

- a. Crushing \_\_\_\_\_
- b. Fermentation \_\_\_\_\_
- c. Aging wine \_\_\_\_\_
- d. On-site above ground disposal & treatment  
of winery waste process water \_\_\_\_\_
- e. Processing & blending wine \_\_\_\_\_
- f. Bottling \_\_\_\_\_
- g. Labeling wine \_\_\_\_\_
- h. Storage of wine in vats, barrels, bottles  
or cases \_\_\_\_\_
- i. Wine caves \_\_\_\_\_
- j. On-site wine cellar \_\_\_\_\_
- k. Underground Waste Disposal \_\_\_\_\_
- l. Above-ground Waste Disposal \_\_\_\_\_
- m. Administration Offices \_\_\_\_\_
- n. Laboratories \_\_\_\_\_
- o. Shipping/receiving/distribution of wine \_\_\_\_\_
- p. Refrigeration system \_\_\_\_\_
- q. Electrical substations \_\_\_\_\_
- r. Disposal of grape byproducts \_\_\_\_\_
- s. On-site wastewater treatment systems \_\_\_\_\_
- t. Repair, maintenance, welding shop \_\_\_\_\_
- u. Equipment storage (agricultural &  
processing machinery & equipment,  
truck parking) \_\_\_\_\_
- v. Truck scales & inspection station \_\_\_\_\_

**B. WINE TASTING OPERATIONS:** In front of each operation that is listed, please mark an “E” for existing, a “P” for proposed, an “X” for expanding or an “N” for none.

- a. Wine Tasting Room(s)
  - 1. Number of tasting rooms \_\_\_\_\_
  - 2. Size of tasting room(s) \_\_\_\_\_
  - 3. Open to public (drop-in) \_\_\_\_\_
  - 4. Open to public (appt. only) \_\_\_\_\_
  - 5. Wine trade personnel (drop-in) \_\_\_\_\_
  - 6. Wine trade personnel (appt. only) \_\_\_\_\_
- b. Winery Tours
  - 1. Open to public (drop-in) \_\_\_\_\_
  - 2. Open to public (appt. only) \_\_\_\_\_
  - 3. Wine trade personnel (drop-in) \_\_\_\_\_
  - 4. Wine trade personnel (appt. only) \_\_\_\_\_
- c. Bus Tours
  - 1. Open to public (drop-in) \_\_\_\_\_
  - 2. Open to public (appt. only) \_\_\_\_\_
  - 3. Wine trade personnel (drop-in) \_\_\_\_\_
  - 4. Wine trade personnel (appt. only) \_\_\_\_\_
- d. Picnic areas \_\_\_\_\_
- e. Retail sales (maximum of 500 sq. ft. of contiguous floor area within building designated for wine tasting) \_\_\_\_\_
- f. Display of art and historical items that reflect the history of the wine industry \_\_\_\_\_
- g. Child day care center for winery employees \_\_\_\_\_

**C. WINE PRODUCTION CAPACITY**

- a. Existing capacity in gallons: \_\_\_\_\_
- b. Proposed minimum capacity in gallons: \_\_\_\_\_
- c. Proposed maximum capacity in gallons: \_\_\_\_\_

**D. WINE STORAGE CAPACITY**

- a. Existing storage capacity (in cases): \_\_\_\_\_
- b. Proposed storage capacity (in cases): \_\_\_\_\_

**E. TOTAL COVERAGE.** The aggregate of impervious ground surface areas of the production facility, storage areas (except caves), offices, laboratories, kitchens, tasting rooms, paved access roads leading to public or private roads and above-ground sewage disposal systems:

- a. Square feet: \_\_\_\_\_
- b. Percentage of total parcel: \_\_\_\_\_

**F. PRODUCTION FACILITY COVERAGE.** The aggregate of impervious ground surface areas for crushing, fermenting, bottling, bulk and bottle storage, equipment storage and maintenance facilities, shipping, receiving, and laboratory facilities. Wastewater treatment disposal areas are to be excluded:

- a. Square feet: \_\_\_\_\_
- b. Percentage of total parcel: \_\_\_\_\_

- G. ACCESSORY STRUCTURE COVERAGE** - The square footage of structures used for accessory uses related to a winery (i.e. the Total Coverage minus the Production Facility coverage):
- a. Square feet: \_\_\_\_\_
  - b. Percentage of production facility coverage: \_\_\_\_\_

**H. TRAFFIC** – Please provide estimates for the proposed Winery or Off-Site Wine Cellar operations including Wine Tasting room activities (excluding Marketing Events, Accessory Winery Events, Wine Release Events or Industry Events):

- |   | PROPOSED |
|---|----------|
| a. Days of operation  | _____    |
| b. Hours of operation   | _____    |
| c. Anticipated number of shifts                                 | _____    |
| d. Expected number of full-time employees                       | _____    |
| e. Expected number of part-time employees                       | _____    |
| f. Anticipated number of visitors                               |          |
| 1. on busiest day   | _____    |
| 2. on average/week  | _____    |
| <b>I. Anticipated number of trucks</b><br>(deliveries/pick-ups) |          |
| 1. on busiest day   | _____    |
| 2. on average/week  | _____    |

**J. PARKING** – please indicate the number of parking spaces associated with the Winery or Off-Site Wine Cellar:

- |                                      | PROPOSED |
|--------------------------------------|----------|
| a. Permanent Customer parking spaces | _____    |
| b. Permanent Employee parking spaces | _____    |
| c. Permanent Handicap parking spaces | _____    |
| d. Loading areas                     | _____    |
| e. Overflow parking spaces           | _____    |
| f. Overflow handicap parking spaces  | _____    |

**II. SUPPLEMENTAL INFORMATION PERTAINING TO EVENTS PROPOSED AT WINERY OR OFF-SITE WINE CELLAR (This portion should only be filled out if Marketing Events, Accessory Winery Events and/or Wine Release Events are proposed as part of the land use application).**

**A. MARKETING EVENTS:** Please provide the following information about proposed Marketing Events:

- a. Maximum number of Marketing Events per calendar year: \_\_\_\_\_
- b. Maximum number of attendees at each Marketing Event: \_\_\_\_\_
- c. Anticipated hours of Marketing Events: \_\_\_\_\_
- d. Food Served (catered, prepackaged, prepared on-site, etc.): \_\_\_\_\_

**\*\*Note: (Please identify indoor and outdoor areas used for eating and/or assembly on the Site Approval or Use permit site plan)**

- e. Total parking spaces provided: \_\_\_\_\_
  - 1. Number of permanent parking spaces: \_\_\_\_\_
  - 2. Number of overflow parking spaces: \_\_\_\_\_
- f. Is outdoor amplified sound proposed: \_\_\_\_\_

**\*\*Please note that no outdoor amplified sound is permitted past 9:00 p.m.**

**B. SMALL-SCALE ACCESSORY WINERY EVENTS:** Please provide the following information about anticipated Small-Scale Accessory Winery Events:

- a. Anticipated number of Small-Scale Accessory Wine Events per calendar year: \_\_\_\_\_
- b. Anticipated number of attendees at each Small-Scale Accessory Winery Event (max of 80): \_\_\_\_\_
- c. Anticipated hours of Small-Scale Accessory Winery Event: \_\_\_\_\_
- d. Food Served (catered, prepackaged, prepared on-site, etc.): \_\_\_\_\_

**\*\*Note: (Please identify indoor and outdoor areas used for eating and/or assembly on the Site Approval or Use permit site plan)**

- e. Total parking spaces provided: \_\_\_\_\_
  - 1. Number of permanent parking spaces: \_\_\_\_\_
  - 2. Number of overflow parking spaces: \_\_\_\_\_

**\*\*Please note that outdoor amplified sound is not permitted at Small-Scale Accessory Winery Events.**

**C. LARGE-SCALE ACCESSORY WINERY EVENTS:** Please provide the following information about anticipated Large-Scale Accessory Winery Events:

- a. Anticipated number of Large-Scale Accessory Wine Events per calendar year (max of 10 per month): \_\_\_\_\_
- b. Anticipated number of attendees at each Large-Scale Accessory Winery Event: \_\_\_\_\_
- c. Anticipated hours of Large-Scale Accessory Winery Event: \_\_\_\_\_
- d. Food Served (catered, prepackaged, prepared on-site, etc.): \_\_\_\_\_

**\*\*Note: (Please identify indoor and outdoor areas used for eating and/or assembly on the Site Approval or Use Permit site plan)**

- e. Number of permanent parking spaces: \_\_\_\_\_
- f. Is outdoor amplified sound proposed: \_\_\_\_\_

**\*\*Please note there are limitations regarding outdoor amplified sound. See Development Title Section 9-1075.9(f).**

**D. WINE RELEASE EVENTS:** Please provide the following information about anticipated Wine Release Events:

- a. Anticipated number of Wine Release Events per calendar year (max of 4): \_\_\_\_\_
- b. Maximum number of attendees at each Wine Release Event at any given time (max of 300): \_\_\_\_\_
- c. Anticipated hours of Wine Release Events: \_\_\_\_\_
- d. Food Served (catered, prepackaged, prepared on-site, etc.): \_\_\_\_\_

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**\*\*Note: (Please identify indoor and outdoor areas used for eating and/or assembly on the Site Approval or Use Permit site plan)**

- e. Total parking spaces provided: \_\_\_\_\_
1. Number of permanent parking spaces: \_\_\_\_\_
2. Number of overflow parking spaces: \_\_\_\_\_
- f. Is outdoor amplified sound proposed: \_\_\_\_\_

**\*\*Please note that no outdoor amplified sound is permitted past 10:00 p.m.**

**E. FOOD SERVICE:** Please describe the type of food that will be served at the various Marketing Events:

- a. Catered food:
1. Will events be catered: \_\_\_\_\_
- b. Food prepared on site: \_\_\_\_\_
1. Is the commercial kitchen existing or proposed: \_\_\_\_\_
2. How many days per week will the kitchen be utilized: \_\_\_\_\_
- c. Are there any existing or proposed kitchen equipment and eating areas: \_\_\_\_\_

**\*\*Note: (Please identify indoor and outdoor areas used for eating and/or assembly on the Site Approval or Use Permit site plan)**

**F. WINE SERVED:**

- a. Please note that a sufficient amount of wine shall be produced by the winery or off-site wine cellar and be available prior to commencing Marketing Events, Industry Events, Wine Release Events or Accessory Winery Events (Development Title Section 9-1075.9(b)).
- b. Only wine produced or bottled by the permitted on-site winery or off-site wine cellar shall be permitted at Marketing Events, Wine Release Events, Accessory Winery Events and/or Industry Events. Beer may be sold and served in addition to wine at Marketing Events. **The sale and serving of beer shall be prohibited at Small-Scale Accessory, Large-Scale Accessory, and Wine Release or Industry Events.**