



COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF PLANNING & BUILDING
TREVOR KEITH, *DIRECTOR*

September 24, 2026

Michael & Gina Giugni
PO Box 292
Arroyo Grande, CA 93421

Subject: Information Hold / N-DRC2026-00024 / Bassi Winery MUP

Dear Mr. Giugni:

Your application has been reviewed by the Department of Planning and Building, and the information that is on the attached list is required before it can be accepted as complete for processing, as required by California Government Code Section 65943.

You can help expedite the review process by making sure all the information listed below is submitted at one time, and that the re-submittal package has the project number on a cover sheet. If the requested information is not received within 90 days of this letter, your application will be deemed withdrawn (pursuant to Section 22.64.030B of the Land Use Ordinance / Section 23.02.056(a) of the Coastal Zone Land Use Ordinance). You may request an additional 90-day extension in writing if more time is needed to complete the information for re-submittal.

Upon the submittal of this information your application can be accepted as complete for processing and staff will begin its environmental determination pursuant to the California Environmental Quality Act (CEQA). During the environmental review process, **you may be asked to provide additional information**. Please note, environmental review fees have not been assessed for this project. Additional fees will be required at a future date.

Your application is subject to a discretionary review process. A discretionary permit requires the review and approval of the Administrative Hearing Officer, the Subdivision Review Board, the Planning Commission or the Board of Supervisors. A discretionary permit may be approved, approved with conditions, or denied. Application for a discretionary permit does not guarantee approval, whether a project complies with all applicable standards, or has been recommended for approval. All decisions on discretionary permits can be appealed to the Board of Supervisors, who will then make the final decision on the project.

If you would like to meet to discuss the contents of this letter, I'm mostly available next week (week of August 3). If you have any questions, you may contact me, Eric Tolle, Project Manager, at (805) 788-2148 or via email at etolle@co.slo.ca.us.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Tolle", with a long horizontal flourish extending to the right.

Eric Tolle

Items Required for Acceptance

Based upon preliminary review, the items in this list are required before your project can be accepted as ***complete for processing***.

Planning

1. ***Phasing Schedule.*** Please provide phasing schedule, if proposed.
2. ***Slope Exhibit.*** Please provide a slope exhibit that indicates slopes where grading will occur above and below 30%. Grading on slopes >30% may require a Variance.
3. ***Water Use Analysis.*** Please provide overall project water use analysis, broken down by proposed use and phase if proposed, from a qualified professional. Additionally, please reconcile the sources and identify existing versus proposed demand by tasting/domestic, production/washdown, vineyard irrigation, landscaping, dust control and other uses.
4. ***Acoustical Analysis.*** Given existing topography and nearby residences, please provide an acoustical analysis from a qualified professional for project detailing expected noise levels to nearby receptors. The analysis shall include expected noise from construction, normal winery operations, and industry-events. Please disclose whether amplified sound is proposed.
5. ***Parking Analysis.*** Please reconcile parking plan in both project description and plan set to match and detail necessary parking during simultaneous normal winery and tasting room operations with a maximum attended industry event (up to 50 people). If industry events are proposed outside normal operating hours, please adjust parking plan to reflect.
6. ***Imported Processing.*** Please confirm whether offsite grapes will be transported to the proposed winery facility for processing and quantify that amount. Please update project Traffic Generation Study, Roadway Safety Analysis, Access Evaluation, and VMT analysis if needed to incorporate this offsite hauling.
7. ***Total Area of Disturbance.*** Please confirm earthwork quantities includes emergency vehicle access road improvements, San Luis Bay access apron improvements, water tanks, and trenching for all utilities lines, e.g. water lines, fire water lines, etc. Symbology on site plans on Sheet C-2.1 of the submitted plan set (May 18, 2026) does not include these utility lines and apron improvements in the grading limits.
8. ***Biological Impacts.*** Please provide a comprehensive Biological Resources Assessment (BRA) from a qualified professional that details potential project impacts to biological resources. This shall include all areas in and near slated for disturbance e.g. road improvements, parking areas, site of proposed water tanks, utility trenching in addition to winery/tasting room building site, etc.

9. **Tree Impacts.** Please provide a comprehensive tree assessment identifying species of tree and number of trees identified to be impacted and removed. Qualifying oak trees shall be replaced onsite at a ratio of 2:1 for impacted trees and 4:1 for removed trees. Please indicate suitable location(s) onsite intended to accommodate replacement trees as identified by a qualified professional.
10. **Water Tanks.** Please provide aesthetic details on the look and type of material the tanks will be comprised of with details on how the tanks will be screened or constructed to prevent offsite glare.
11. **Visual Analysis.** Please provide a comprehensive visual analysis from a qualified professional incorporating expected views of all project components, including proposed water tanks, from adjacent public roads, including Bassi Drive.
12. **VMT Analysis.** Please provide a Vehicle Miles Traveled (VMT) analysis that includes all seasonal uses of proposed project including industry events.
13. **Aesthetics.** Please provide supplemental colored renderings with proposed landscaping to support the current “modern agrarian” design of the winery/tasting room.
14. **Will-Serve Letter.** Please provide an Intent-to-Serve or Will-Serve letter from the Bassi Mutual Water Company.
15. **Signage.** Please provide dedicated signage plan that details location(s), size, design, and text of proposed signs.
16. **Open Space Easement Amendment.** Please provide additional amendment proposal details that includes a comprehensive redlined version of the easement language in a standalone document complete with legal descriptions, exhibits, acreage, extrapolated description of the proposed 20-year special event restriction and intended legal means for enforcement and implementation.
17. **Drainage Plan.** Please provide preliminary drainage calculations and specs in a dedicated plan.
18. **Fire Safety Plan.** Site plan refers to a sheet “MFPP-1”, but this sheet was not found. Please provide fire safety information.
19. **Operation Intensity.** Please provide proposed operating hours, expected frequency of industry events, maximum simultaneous attendance, normal tasting-room patronage, harvest/crush hours, delivery hours, outdoor uses, and employee levels by shift.
20. **Geologic Report.** Given previous quarry use of site and existing topography, please provide a geologic report from a qualified geologist.

Additional Items to Note***Not Required for Acceptance***

1. **AVAC.** This project was referred to the Avila Valley Advisory Council (AVAC) on September 3, 2026, and again on September 11, 2026, with a corrected project description. We requested a response within 60 days of receipt for any comments and/or project recommendation to be forwarded to the Review Authority.
2. **Referrals.** County has sent project referrals to following agencies: Agriculture Department, Assessor, AVAC, Building Division, Bassi Mutual Water Company, Cal Trans, County Fire, District 3 Supervisor, Environmental Health Services, Public Works Department, Regional Water Quality Control Board, and Williamson Act Administrator. Received referral comments/responses received to date will be included in this email correspondence and forwarded upon receipt. Please note that additional information may be required by these agencies.