

**COMMUNITY SERVICES & ENVIRONMENT COMMISSION  
REGULAR MEETING**

City Hall  
# 1 The Plaza  
Sonoma, CA  
February 12, 2014  
Minutes

**Commissioners Present:** Comms. Blum, Clary, Frizzell, Kelley, Lanusse, Petlock, Rateaver, Stuckey

**Commissioners Absent:** Comms. Blattner, Wilbanks  
**Also Present:** Management Analyst Rogers  
Associate Planner Atkins

Chair Petlock called the meeting to order at 6:30 p.m. He welcomed Alternate Commissioner Cameron Stuckey.

**1. Minutes of January 8, 2014**

It was moved by Comm. Kelley seconded by Comm. Frizzell to approve the minutes of January 8, 2014 as presented. The motion carried unanimously.

**2. Integrated Pest Management (IPM) Draft Review**

Storm Water Compliance Specialist Chris Pegg reported that the City of Sonoma must update the policies governing the application of pesticides on City property to meet water quality standards and comply with new regulations. The City adopted an approved pesticide list in 2001, which did not specify guidelines for applying pesticides on City property. Options before the CSEC: 1) Approve the IPM Policy draft; 2) Provide comments and approve the IPM draft policy. The IPM Policy is agendized for City Council review on March 3, 2014, following CSEC review.

Discussion followed. Chair Petlock supported the IMP policy saying it was a positive direction toward prevention, with specific guidelines and appropriate action during a mishap or emergency.

It was moved by Comm. Blum seconded by Comm. Kelley to recommend the City Council approve the IPM Policy.

Comments: Comm. Blum said his initial concern was the 2001 pesticide list was outdated, but the policy allows for process to amend the Approved Pesticide list.

The motion carried unanimously.

**3. Event Reviews**

**3.1 Sonoma Valley Historic Race Car Festival and Parade**

Management Analyst Rogers summarized staff's report. At the Special Event Committee (SEC) meeting on January 29<sup>th</sup>, department staff reviewed the application recommending approval of the Plaza Park Use Application. The event has taken place on the Plaza Horseshoe pavement and lawn since 2002 for the historic race car festival, with local restaurants and wineries showcased. Event Manager for Speedway Children's Charities, Jerry Wheeler, provided a map

proposing to use the SE Quadrant. The Horseshoe pavement will be used to park the historic cars. SEC enthusiastically supported the new site plan to reduce use of HSL which requires an exception. The cars will have a full CHP escort from Sonoma Raceway to the Sonoma Plaza. Sonoma Raceway staff will monitor the four corners of the Plaza. It was reported by Wheeler that Caltrans does not require an encroachment permit since the delay of traffic from Hwy 12 at Broadway was less than 20 minutes. The SEC determined that a Street Permit was not required by the City, with only minor pedestrian delays at the four corners of Plaza during the car lap around, with safety measures in place with the Sonoma Speedways professional staff.

It was moved by Comm. Frizzell, seconded by Comm. Kelley to approve the application as submitted subject to the conditions of approval. The motion carried unanimously.

#### 4. Bicycle and Pedestrian Safety Issues

Associate Planner Atkins responded to CSEC concerns from the January 8<sup>th</sup> meeting related to bicycle and pedestrian issues: 1) How to improve existing bicycle lanes and construct new facilities; 2) Bicycle safety concern with families and children biking to school; 3) Pedestrian safety concern on Norrbom Road where overlook trail crosses to Montini Ranch; 4) Completion date for bike lanes to be installed on Napa Road; 5) Status of the bicycle facilities on Fifth Street West (Atkins contacted Sonoma County for update on the Class II Bike Lane) which prompted them to make it a priority and apply for grant funding; 6) Fifth Street East facilities; 6) Safety concerns with fast moving traffic in areas where there are no bicycle lanes; and 7) CSEC would like to get more involved with 2014 Walk n' Roll to School Day.

Commissioner Comments: Chair Petlock said on Fifth Street East bicycle lanes are posted and speed limit posted at 40 mph. Comm. Frizzell said that was too fast for a residential family area. Comm. Stuckey agreed that children's safety was a major concern.

Atkins will invite Sergeant Thompson from the Sonoma Police Department to attend a future CSEC meeting to discuss the process of determining speed limits in the City of Sonoma.

#### 5. Update: Sonoma Bicycle and Pedestrian Plan

Associate Planner Atkins reviewed the 2008 Countywide Bicycle and Pedestrian Master Plan, which also serves as a stand-alone document for the City of Sonoma to guide implementation of local projects. Projects have been completed since the Plan adoption: 1) Class II bike routes on Fifth St West; 2) Class II bike routes on West MacArthur St; 3) Crosswalk improvement across Sonoma Hwy at Maxwell Village; 4) Class III bike routes on Oregon Street, Curtain Lane and Third St. West; and 6) Comprehensive bike signage program.

Atkins requested that the CSEC review the document and make needed changes. Subsequent to the CSEC review, the Planning Commission will review the plan in March, and the City Council will consider the plan in April.

Commissioner Comments: Concerns for safety on Broadway where pedestrian's cross. Atkins said there were no new crossing enhancements planned for Broadway. One proposal was to add a crosswalk in front of the High School, but no plans for funding. Atkins said first step in requesting improvements is to get on the Pedestrian Master Plan map before it can be considered.

Changes from the September 2008 plan to the December 2013 update (prepared by the Sonoma County Transportation Authority-SCTA) shows the Class II and III Bicycle lanes installed since 2008; removed proposed Bicycle Class II from West Spain Street; Table 6 shows a proposed bike priority added. When there is grant money available SCTA looks at the priority of projects. For that reason it is important to have an update master plan when they apply for grants. Associate Planner Atkins asked the CSEC to identify any other bicycle improvements that should be added.

Comm. Frizzell identified a priority. At the west corner of Hwy 12 that turns sharply to right at the El Pueblo Inn, there isn't a bicycle lane to go straight going to Riverside Drive. Chair Petlock said some cities assist the cyclist crossing traffic, by continuing the bike lane by painting it green as a directional.

#### 6. Special Events Policy Update

Wendy Atkins reported that City Manager Giovanatto assigned the City Associate Planner with the project of updating the Special Events Policy. While the CSEC has already made updates to the policy pending review of the City Council, staff wants to incorporate more structure for event accountability, greater on-site presence and coordination by staff during larger events. Associate Planner Atkins said the first priority is to make change to signage and banners on the Plaza Horseshoe Lawn to let people know about events on the Plaza. Asked for feedback from commissioners on what they want to see changed.

Commissioner Comments: Comm. Clary favored no banners/signs on the Plaza Horseshoe area and no exceptions. He said people come from all over the world to see the City of Sonoma historic Plaza – the view should remain unobstructed. Suggestion: Determine a location that event signs can be placed (e.g. coming into town for events at both Depot Park and Plaza). Comm. Stuckey supported banners on light poles along Broadway (which is Caltrans). Stuckey also suggested archways at each of the four corners of the Plaza that would be free standing.

#### 8. Sub-Committee Reports

Transportation: (Walking, Bicycling, Transit, and Education). Commissioners: Blum, Clary, Frizzell, Petlock.

Subcommittee met on Sunday, February 9<sup>th</sup> to look at the overlook trail crossing at Norrbom Road and toured the Montini Preserve.

Comm. Frizzell discussed organizing a Bicycle Route Tour (focusing on safety), inviting CSEC members, staff and City Council to participate. She asked Associate Planner Atkins if that would be beneficial to pursue. Comm. Kelley said in the past the Sonoma County Bicycle Coalition helped organize such tours. Associate Planner Atkins said she would ask the Director of Planning about a tour.

Natural Resources and Sustainability: (Grey Water Systems, Solar Programs, GHG Reduction, Resource Protection, Water Quality, Conservation, Recycling). Commissioners: Clary, Kelley, Petlock, Rateaver.

Five goals were identified. Comm. Kelley is working with Howard Cohen to organize the Earth Day events scheduled for April 22<sup>nd</sup>.

Community Health, Recreation and Open Space: (Montini Preserve, Parks and Recreation).

Commissioners: Blum, Clary, Lanusse.

Alternate Stuckey volunteered to be on the subcommittee.

Comm. Clary reported that four commissioners and two others joined the tour to become official Montini monitors for the Preserve.

Comm. Clary has invited Richard Dale, Sonoma Ecology Center, Leslie Lew, Sonoma County Open Space District, and David Goodison, City of Sonoma to the CSEC meeting on March 12<sup>th</sup> to discuss the Montini Preserve: 1) Management Plan moving forward; 2) Crossing at Norrbom Road; and 3) Rules and enforcement on the trails.

The Tree Committee Meeting: (Participates on Tree Committee as voting member and review tree removal requests. Tree City USA Certification). Commissioners: Blattner, Lanusse, Frizzell.

Associate Planner Atkins said the new Tree Removal application now requires that the applicant, who is requesting a tree in the public right-of-way be removed, must pay the expense rather than sharing the cost with the City as was previously done. Comm. Frizzell asked if Public Works would address the commission to help understand the new policy. It was decided to invite director of the policy to the subcommittee meeting.

Special Events & Farmers' Market: (Review Plaza event policy and attend VOMCFM Board meetings). Commissioners: Blattner, Blum, Petlock, Rateaver, Wilbanks.

Comm. Blum reported: 1) Rob Larman attended the Farmers' Market Board meeting; 2) The FM Board is proposing 'Shop and Donate' program; schools would purchase ticket/money to spend at vendors, with 20% being given back to the schools; and 3) the FM Board is getting an audio engineer to control the volume.

It was agreed that the Special Events Subcommittee would schedule a subcommittee with Associate Planner Atkins to further discuss signage on the Plaza as the priority for the Special Event Policy update.

## 9. Adjournment

Chair Petlock adjourned the meeting at 8:45 p.m. The next regular meeting is Wednesday, March 12, 2014 at 6:30 p.m.

Respectfully submitted,

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Debra Rogers, Management Analyst