

CITY OF COTATI  
MINUTES for the Regular Meeting of the Planning Commission

DATE OF MEETING: October 5, 2009  
TIME OF MEETING: 7:00 p.m.  
PLACE OF MEETING: Cotati City Hall, City Council Chambers  
201 West Sierra Avenue, Cotati, CA 94931

I. CALL TO ORDER

Chair Hardy called the meeting to order at 7:00 p.m.

II. ROLL CALL

Commissioners Present: Hardy, Hancock, Harvey, and Ritter  
Commissioners Absent: Pagnusat  
Staff Present: Lustig and Pajon

III. APPROVAL OF MINUTES

No minutes to approve.

IV. CHANGES TO THE AGENDA

None

V. ORAL AND WRITTEN COMMUNICATIONS

None

VI. MATTERS AT HAND

- A. Request for approval of a Limited Term Permit to allow the Multicultural Food and Music Festival to occur from 11:00 am to 6:00 pm on October 10<sup>th</sup> and 11<sup>th</sup>, 2009 at the vacant parcel at the southern corner of Old Redwood Highway and St. Joseph's Way (former Lucky's site). Activities would include live music and entertainment, vendor booths, food, and drinks, including beer and wine. The applicant expects a maximum of 1,200 attendees. Parking is provided nearby at scattered sites. This application is exempt from the California Environmental Quality Act (CEQA) under Section 15304(e), Minor Alterations to Land.

PA# 16/09  
APN: 144-170-006, -007

Applicant: Rupinder Garcha  
Masala Jack's

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Assistant to the City Manager Lustig presented the staff report for a Limited Term Permit to allow a Multicultural Food and Music Festival to occur. She gave details of the application, which included entertainment, food, parking, and vendors.

Robby Garcha, applicant, spoke to the Commission about the permit process and event planning that he experienced, which included allowing more lead time to go through the permit process. He stressed the importance of opening events like this to those outside the City.

Commissioner Harvey asked the applicant the following questions:

- Will St. Joseph's be blocked? Mr. Garcha said no.
- Will there be a charge for this event? Mr. Garcha said no.
- Will there be any accommodations for bicycle racks? Mr. Garcha said yes.
- Are animals allowed? Mr. Garcha said yes.
- What time is the event? The hours of operation are 11:00 a.m. until 6:00 p.m.

In response to Commissioner Hancock's question about shuttle service, Mr. Garcha explained that due to the insurance cost they would not be offering shuttle service.

Discussion ensued on the availability of City parking.

In response to Chair Hardy's question regarding outreach to businesses, the applicant explained how businesses have been contacted.

PUBLIC HEARING open at 7:25 p.m.

Michelle Berman, Cotati citizen, thanked Mr. Garcha for all his energy and work that he put into this event.

Linda Ritter, Cotati citizen, stated that they are looking for volunteers for this event including the support of all committees and commissions. She suggested using the vacant parking lot of Frank's Freeze for overflow parking.

Adrienne Lauby of Kingston Way expressed the importance of having an event like this one.

PUBLIC HEARING closed at 7:32 p.m.

In response to Commissioner Harvey's question about written consent, Assistant to the City Manager Lustig stated that the applicant has submitted the property owners' authorization to staff.

Chair Hardy stated that this is a good festival and that she is prepared to move forward with this item.

Commissioner Harvey agreed with public comments. She assured the applicant that the City would work with him to make sure any obstacles were overcome.

Commissioner Ritter stated that the public in attendance are in favor of this event.

Commissioner Hancock stated that “shuttle service” should be removed as a Condition of Approval and that it could be addressed in the future if the event becomes larger. He feels that encouraging people to park in the downtown area is good.

Commissioner Harvey and Commissioner Ritter agreed that the condition should be removed.

Motion: Commissioner Hancock made a motion and Commissioner Harvey seconded the motion to approve PC Resolution 09-09, removing Condition # 2 and approving all other Conditions of Approval.

Yes: 4      Noes: 0      Abstain: 0      Absent: 1

**PC RESOLUTION 09-09  
EXHIBIT “A”**

**CONDITIONS OF APPROVAL  
MULTICULTURAL FOOD & MUSIC FESTIVAL LIMITED TERM PERMIT  
PA# 16/09, APNs 144-170-006, -007**

Planning Division

1. Pursuant to the City of Cotati Land Use Code Section 17.62.030, this Limited Term Permit is issued to allow the Multicultural Food & Music Festival on October 10, 2009 and October 11, 2009 from 11:00 a.m. to 6:00 p.m. each day. The location of the event is south of Gravenstein Highway on Old Redwood Highway.
2. ~~DELETED. A shuttle service shall be provided to and from the Southwest Shopping Center in RP.~~
3. Applicant shall set up and maintain event according to site plan date-stamped September 16, 2009 or as modified by Fire or Police.
4. Applicant shall ensure that all signage and event staff clearly direct attendees to utilize crosswalks at all times.
5. Applicant has submitted a deposit of \$2,000 for police services during the event. Any refund or additional monies required shall be determined by the Chief of Police based upon event activities.
6. Private security during the event is required and shall be approved in advance by the Chief of Police.
7. Festival layout and emergency access shall be reviewed and approved by the Rancho Adobe Fire Protection District.
8. St. Joseph’s Way shall remain open; no parking is permitted on St. Joseph’s Way. “No Parking” signs shall be placed on either side of St. Joseph’s Way.
9. Sonoma County Public Health Requirements:

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- a. Potable water shall be available for food vendors.
- b. Any overnight storage of food requires mechanical refrigeration.
- c. Event gray water storage is required.
- d. Solid waste event program must include dumpsters and receptacles for garbage and recycling.
- e. Adequate restroom facilities including handwashing facilities, shall be available for the duration of the event.

**REPORTS BY STAFF**

Assistant to the City Manager Lustig gave details of the Sonoma County Energy Independence Program.

Assistant to the City Manager Lustig notified the Commission that a demolition permit for the Shell station should be issued within the next couple days.

**REPORTS BY THE COMMISSION**

Commissioner Hancock said that he attended a water quality conference in San Francisco. He shared many of the solutions that other cities are doing to educate the public on water quality and storm water solutions.

MEETING ADJOURNED at 7:54 p.m.

*Submitted Respectfully by:*

*Keri L. Pajon*