

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

DATE OF MEETING: Monday, October 3, 2011  
TIME OF MEETING: 7:00 pm  
PLACE OF MEETING: Cotati City Hall, City Council Chambers  
201 West Sierra Avenue, Cotati, CA 94931

I. CALL TO ORDER

Chair Moore called the meeting to order at 7:00 pm

II. ROLL CALL

Commissioners Present: Brady, Ford, Hancock, Vice Chair Ritter and Chair Moore  
Commissioners Absent:  
Staff Present: Parker, Harris, and Pajon  
Consultants: Beth Thompson and Ben Ritchie, DeNovo Planning Group

III. APPROVAL OF MINUTES

None

IV. CHANGES TO THE AGENDA

There were no changes to the agenda.

V. ORAL AND WRITTEN COMMUNICATIONS

There were no oral or written communications.

VI. MATTERS AT HAND

A. General Plan Update meeting #3: Public Facilities and Safety

Assistant Planner Harris welcomed everyone and turned the presentation over to Consultant Ben Ritchie.

Consultant Ritchie presented the Public Facilities and Safety segment of the General Plan Update.

PUBLIC COMMENT opened at 7:13 pm

PUBLIC COMMENT closed at 7:13 pm

*Which three public facilities issues should be prioritized?*

Chair Moore

- keep Thomas Page school open

- in need of a public safety plan; emergency preparedness, including safe (earthquake-proof) public facilities
- lack of a recreation department / underuse of the Cotati room

#### Vice Chair Ritter

- keep Thomas Page school open
- parks, we are underserved – especially on the west side / increase quality, if not quantity of facilities available
- water quality, sewage treatment

#### Commissioner Hancock

- school quality - safe routes to all schools; complete streets
- water quality and stormwater management, especially with any hillside development impacts downstream
- resilience of infrastructure – keeping SCADA free from attacks

#### Commissioner Brady

- water quality
- relationship with SSU is important
- partner with RAFPD, support them in station #1 building issues

#### Commissioner Ford

- prevention of stormwater infiltration into sewer and discharge of pollutants during storm events
- connections with SSU
- need public spaces for community gatherings

*In reviewing the 1998 General Plan policies related to public facilities and services:*

- Which 1998 General Plan goals and policies best address the concerns you identified?*
- Which priorities are not addressed in the 1998 General Plan?*

#### Vice Chair Ritter

- update language regarding stormwater

#### Commissioner Hancock

- need complete streets
- urban stormwater management needs more specific and stronger language
- the Laguna system at E. Cotati Avenue seems to be at capacity and needs professional evaluation
- need an emergency plan

#### Commissioner Ford

- SSU needs to be included in planning efforts
- community gathering goals needs strengthening
- stormwater language ~~appears okay~~ *needs updating*

Commissioner Brady

- providing health and emergency classes is still important, possibly new implementation tools

Community Development Director Parker recommended a modification to policy 7.4.1 and 1.2.2.

The Planning Commission was supportive of the recommended modifications; wanted to ensure that all policy language will come back to them for review before finalization.

Consultant Ritchie reviewed the Safety segment of the General Plan Update.

*In developing a goal and policy framework to address safety, what top three issues or actions should the City prioritize?*

Vice Chair Ritter

- fire prevention
- hazardous waste removal and remediation

Commissioner Hancock

- ~~L.U.S.T. sites (leaky underground storage tanks)~~

Commissioner Ford

- update safety

Commissioner Brady

- emergency preparedness - make, plan and identify the contents of the plan

In response to Commissioner Ford, Consultant Ritchie said that an action plan and a timeline for an emergency plan could be included in the General Plan.

BREAK – 8:08 pm

Meeting called back to order at 8:15 pm

PUBLIC COMMENT opened at 8:15 pm

Richard Merriss, Lebec Lane

- Does the City continue to offer the low flow toilet program?
- How does Cotati's 3% allotment of capacity compare to other cities?
- Are there incentives to providing more efficient hot water systems in existing residences?

Joyce Garcia, Olof Street, said that Los Gatos has a high qualify disaster plan.

Steve Davidson, RAFPD

- RAFPD may soon be in a situation of having expenses in excess of revenues and it could affect staffing

- emergency preparedness – Rohnert Park is finishing their plan, which could be used as an example
- RAFPD's disaster response is integrated with the county's emergency plan
- flooding – pipes from water tanks need earthquake valves

Jenny Blaker, Arthur Street

- would like broader support for community gathering
- wants outdoor public bulletin board

Martha (last name indecipherable), Windmill Farms, had miscellaneous questions that were deferred to staff.

PUBLIC COMMENT CLOSED at 8:25 pm

Community Development Director Parker responded to Mr. Merriss' comment about wastewater and said that with the recently completed master plan update, the number is much closer to 4%, and represents Cotati's contribution to the overall capacity.

Assistant Planner Harris advised Mr. Merriss that the low flow toilet retrofit program is still active.

Commissioner Ritter advised staff that this meeting was not advertised on the community board.

Community Development Director Parker discussed adding additional meetings in October and November. October 24<sup>th</sup> and November 14<sup>th</sup> were the agreed upon dates.

## VII. REPORTS BY STAFF

Community Development Director Parker commented on the following:

- advised the Planning Commission that a project schedule was included in their packet
- they received updated information this evening on the Brown Act
- workshop for the Association of Environmental Professionals in October – RSVP to Keri
- training for Planning Commissioners at SSU in December – RSVP to Keri

## VIII. REPORTS BY COMMISSION

Commissioner Brady advised the Planning Commission of Oktoberfest scheduled for Saturday, October 8<sup>th</sup>.

MEETING ADJOURNED by Chair Moore at 8:35 pm

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Keri L. Pajon  
Planning Commission Secretary