

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

DATE OF MEETING: Monday, October 3, 2011
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

II. ROLL CALL

III. APPROVAL OF MINUTES

none

IV. CHANGES TO THE AGENDA

V. ORAL AND WRITTEN COMMUNICATIONS - *Public is asked to please step to the podium and state your name and address for the record. Please limit your comments to items not already agendaized for discussion.*

VI. MATTERS AT HAND

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

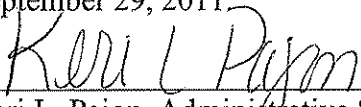
VII. REPORTS BY STAFF

VIII. REPORTS BY COMMISSION

IX. ADJOURNMENT

Any writings or documents provided to a majority of the Cotati Planning Commission regarding any item on this agenda will be made available for public inspection in the Planning Division located at 201 West Sierra Avenue, Cotati, California, during normal business hours.

STATE OF CALIFORNIA, COUNTY OF SONOMA, CITY OF COTATI, I declare under penalty of perjury that I am employed by the City of Cotati in the Planning Division; and that I posted this agenda on the bulletin boards of City Hall, U.S. Post Office, and Veteran's Memorial Building on or before September 29, 2011.



Keri L. Pajon, Administrative Secretary

Cotati General Plan Update

MEMORANDUM

September 21, 2011

TO: Planning Commissioners

FROM: Vicki Parker, Community Development Director
Beth Thompson and Ben Ritchie, De Novo Planning Group

SUBJECT: General Plan Update materials

DATE: September 21, 2011

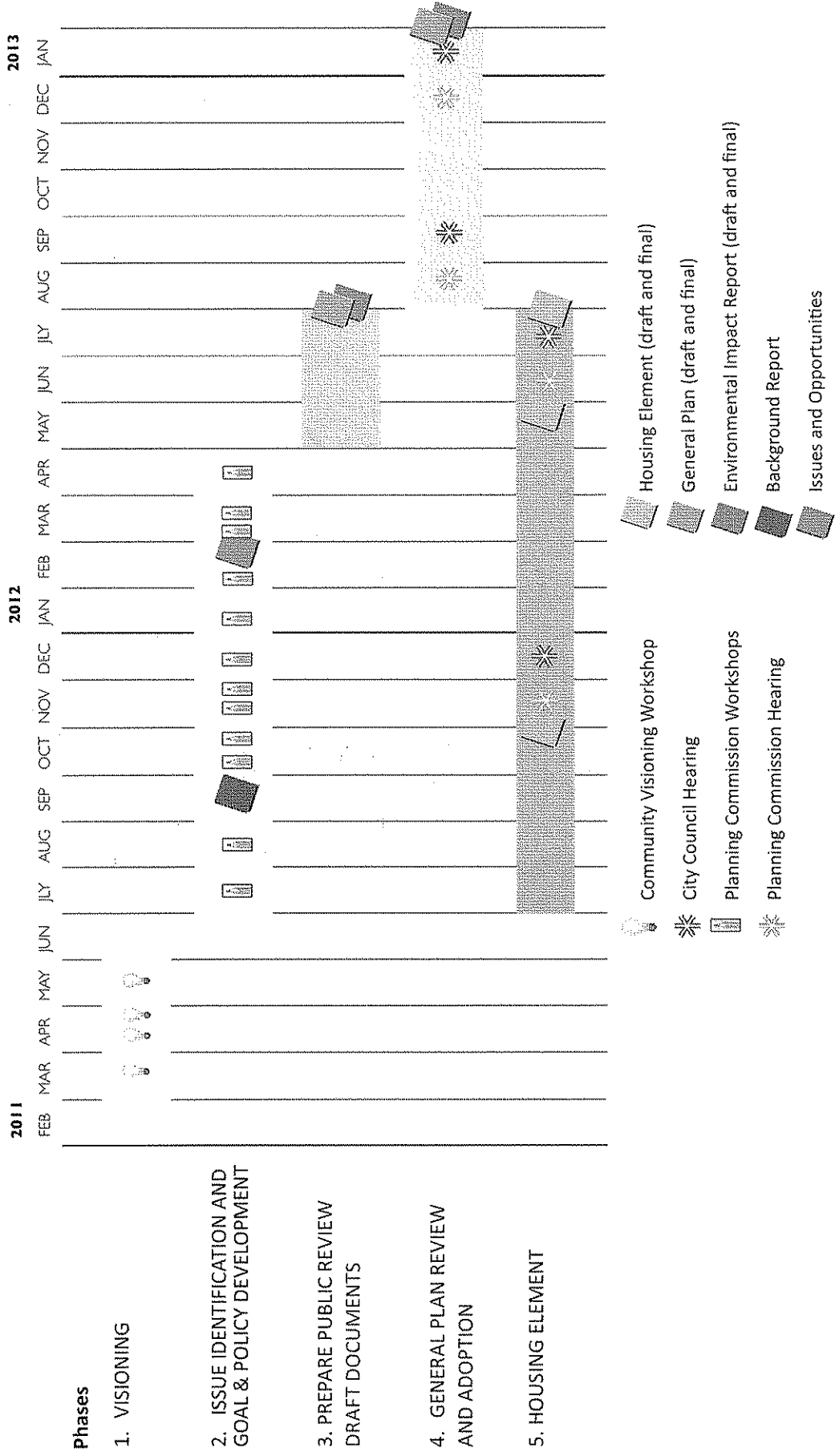
Enclosed are three items for the General Plan Update:

- 1) Planning Commission Workshop Schedule – General Plan Update: This schedule identifies the topics that will be addressed at each of the upcoming Planning Commission workshops.
- 2) General Plan Update Timeline – The timeline provides a general overview of the steps in the General Plan Update process as well as the general times when various documents will be available for review and comment.
- 3) Background Report – The Background Report provides a “snapshot” of current trends and conditions. The Background Report will serve as a resource for the Planning Commission in identifying issues and concerns and developing policy direction for the General Plan Update. The Background Report will also serve as the environmental setting discussion for the Environmental Impact Report (EIR) prepared on the General Plan. Please note: The Planning Commission is not expected to read the entire Background Report prior to the upcoming General Plan Update workshop. The staff report for each upcoming workshop will identify which chapters and sections should be reviewed prior to the workshop. ----*

PLANNING COMMISSION GENERAL PLAN UPDATE WORKSHOP DATES AND TOPICS

- 1) July 18, 2011 - Housing
- 2) August 15, 2011 - Open Space, Conservation, and Housing
- 3) October 3, 2011 - Public Facilities/Safety: Public facilities include fire protection, police protection, schools, libraries, water services, wastewater services, and solid waste. Safety topics include seismic and geologic hazards, fire hazards, flooding, and hazardous materials and waste.
- 4) October 17, 2011 - Circulation/Noise: Circulation topics include the City's roadway system for vehicles, bicycle and pedestrian facilities, and public transit. Noise topics include mobile and stationary noise sources.
- 5) November 7, 2011 - Community Health/Wellness: Topics will include parks and recreation, air quality, healthy foods, health care, and sustainability.
- 6) November 21, 2012 - Review of draft Housing Element
- 7) December 5, 2011 - Land Use/Community Character: Topics will include location of land uses (residential, commercial, industrial, parks, open space, offices, mixed use, etc.), density and intensity of land uses, and design and character of existing and future development.
- 8) January 16, 2012 - Economic Development
- 9) February 6, 2012 - Land Use Map: Review and draft modifications to the land use map.
- 10) March 5, 2012 - Goal & Policy Review of Open Space, Conservation, Safety, and Community Facilities and Services sections
- 11) March 19, 2012 - Goal & Policy Review of Circulation, Noise, and Community Health and Wellness sections
- 12) April 2, 2012 - Goal & Policy Review of Economic Vitality and Land Use sections

Cotati General Plan Update - Timeline



Cotati General Plan Update

MEMORANDUM

October 3, 2011

TO: Planning Commissioners

FROM: Vicki Parker, Community Development Director
Beth Thompson and Ben Ritchie, De Novo Planning Group

SUBJECT: Public Facilities and Safety

DATE: October 3, 2011

INTRODUCTION

This Planning Commission meeting will focus on the topics of Public Facilities and Services, which include water service, sewer service, law enforcement, fire protection, schools, libraries, and general governmental services, and Safety, which addresses seismic and geologic hazards, flooding, and hazardous substances.

This meeting packet includes specific reading materials related to public facilities and services and raises key issues to consider in preparation for the third General Plan Planning Commission meeting. While State planning law does not require that the General Plan include an element dedicated to addressing public facilities and services, such as water, sewer, schools, utilities, etc., the provision of adequate public services and facilities is a key component of providing a high quality of life, for both existing residents of Cotati and to ensure adequate services are available to serve any future growth. The Safety Element is a required Element of the General Plan.

As part of the Visioning process, residents and stakeholders were asked to identify their vision and priorities for the City's future, as well as challenges and opportunities associated with the General Plan Update. Most of the issues identified were associated with economic stability and growth, land use, community character, traffic, and community health, with a lesser amount of issues associated with public facilities and services. The following priorities and concerns related to public facilities and safety were identified during the Visioning Process:

- Address water conservation and water delivery costs
- Adequate water supply: make sure there is enough for development before approval
- Emergency preparedness
- Respect water quality and quantity
- Provide infrastructure that encourages community gathering

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Additional issues the Planning Commission may wish to consider in its review of public facilities and services include:

- Quality of the schools serving the City and availability, or lack thereof, of local schools
- General governmental buildings/areas to provide community gathering and focal points, while also accommodating a range of public services
- Adequacy of utilities services
- Areas of flooding
- Health of school district

The City's 1998 General Plan includes goals and policies specifically related to public facilities and safety. It is anticipated that the Commission will review these policies for relevancy and scope, and if necessary, expand upon them as part of this General Plan Update.

REQUIRED READING

Prior to the meeting on October 3rd, please read the following items:

1. Background Information – Public Services: Sections 5.1, 5.2, 5.3, and 5.5 of Chapter 5 of the Background Report (*Note: A hard copy of the full Background Report has been provided to the Planning Commission under separate cover and will serve as a reference document for future Planning Commission workshops.*)
2. Background Information – Utilities: Chapter 6 of the Background Report
3. Background Information – Safety: Sections 7.1, 7.2, 7.3, and 7.4 of Chapter 7 of the Background Report
4. 1998 General Plan Goals and Policies related to Public Facilities and Services (see Attachment 1)
5. 1998 General Plan Goals and Policies related to Safety (see Attachment 2)

WORK EXERCISE

After reading the materials identified above, please consider the following questions and be prepared to discuss:

1. In developing a goal and policy framework to address public facilities and services, what top three issues or actions should the City prioritize?
2. In reviewing the 1998 General Plan policies related to public facilities and services:
 - a. Which 1998 General Plan goals and policies best address the concerns you identified?
 - b. Which priorities are not addressed in the 1998 General Plan?

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3. In developing a goal and policy framework to address safety, what top three issues or actions should the City prioritize?
4. In reviewing the 1998 General Plan policies related to safety:
 - a. Which 1998 General Plan goals and policies best address the concerns you identified?
 - b. Which priorities are not addressed in the 1998 General Plan?

ATTACHMENT 1

1998 GENERAL PLAN GOALS AND POLICIES: PUBLIC FACILITIES AND SERVICES

GOAL 1 ESTABLISH AN EFFICIENT AND ENVIRONMENTALLY SENSITIVE LAND USE PATTERN THAT PROVIDES ADEQUATE SPACE TO MEET HOUSING AND ECONOMIC NEEDS WHILE MAINTAINING COTATI'S SMALL-TOWN IMAGE.

1.2.1 No project shall be approved until it can be shown that the city's public services can accommodate the increased demand of services.

1.2.2 Water and sewer lines should only be extended to those parcels contiguous with existing development in order to discourage "leap-frog" development.

1.2.3 As new areas are considered for annexation, priority for sewer capacity shall be given to existing units.

1.2.4 The City shall establish and maintain a Growth Management Plan which enables the community to develop in a planned and orderly pattern by limiting the number of residential building permits issued each year.

1.3.2 The Urban Growth Boundary is established. The Urban Growth Boundary is generally coterminous with the Sphere of Influence boundary as set forth in the Urban Land Map, Map 5. The Urban Land Map shall represent the limit for the ultimate expansion of urban services and urban development.

GOAL 7 MAINTAIN A SAFE ENVIRONMENT BY PROVIDING ADEQUATE PROTECTION FROM TRAFFIC, FIRE, CRIME; NATURAL DISASTER AND HAZARDOUS MATERIALS.

7.1.2 Future sites of public and critical use buildings, shall be in areas of low environmental hazards.

7.1.3 Critical facilities in the Cotati Planning Area shall be designed and constructed to withstand the "maximum probable" earthquake and remain in service.

7.4.1 Assure adequate staff and equipment in the Fire Protection District to accommodate population growth in Cotati.

7.4.2 Encourage the Fire Protection District to strive to assure a four-minute response time for emergency vehicles.

7.4.3 City streets shall be maintained in such a way so as not to impede emergency vehicles.

7.4.4 New development shall be constructed to minimize the risk of fire.

7.4.5 All new development shall be served with adequate water for fire protection.

7.4.6 The Police Department shall have adequate staff and equipment to accommodate population growth in Cotati.

7.4.7 Encourage citizen involvement in activities to reduce the likelihood of crime.

ATTACHMENT 1

1998 GENERAL PLAN GOALS AND POLICIES: PUBLIC FACILITIES AND SERVICES

GOAL 8 MAINTAIN ADEQUATE PUBLIC AND PERSONAL SERVICES FACILITIES THAT MEET THE MEDICAL, SCHOLASTIC, RECREATIONAL, WATER, AND SEWAGE NEEDS OF COTATI.

- 8.1.1 Evaluate potential housing developments for possible school enrollment impacts.
- 8.2.1 The City shall work with the Santa Rosa Sub-regional wastewater system and neighboring cities to assist in the maintenance of an adequate sewage treatment and disposal system for the region.
- 8.2.2 Ensure sewage system capacity is adequate to match the rate of development.
- 8.3.1 Septic tanks shall not contaminate the water supply in Cotati.
- 8.3.2 Ensure the water system is adequate to match rate of development.
- 8.4.1 The City shall approve development only in those areas where adequate city facilities are available or will be provided by the development.
- 8.4.2 Maintain development fees at a sufficient level to finance infrastructure costs.
- 8.4.3 Public land for parks shall be provided at the rate of one acre of parkland per 200 residents (1:200). (See existing and proposed parks table.)
- 8.5.1 Facilitate the location of private preschools and all-care centers, especially those that operate year-round.
- 8.6.1 Supplemental health programs and services shall be established and maintained.
- 8.6.2 The City shall provide training programs to the public in emergency health care such as first aid and cardiopulmonary resuscitation.
- 8.6.3 Establish a referral service system providing information on substance abuse and related programs.

GOAL 9 PROMOTE CONSERVATION OF ENERGY AND OTHER NATURAL RESOURCES.

- 9.5.1 Promote water conservation among residential and commercial water users.
- 9.5.2 Drought-tolerant and native plants shall be encouraged for use in landscaping.
- 9.5.3 Layout and design of future development shall be such that the use of transportation modes other than automobiles and trucks shall be feasible and practical.
- 9.5.4 Promote the continuation of the City-wide recycling program.
- 9.5.5 Reduce solid waste by 25% by 1995 and 50% by the year 2000.

ATTACHMENT 2

1998 GENERAL PLAN GOALS AND POLICIES: SAFETY

GOAL 1 ESTABLISH AN EFFICIENT AND ENVIRONMENTALLY SENSITIVE LAND USE PATTERN THAT PROVIDES ADEQUATE SPACE TO MEET HOUSING AND ECONOMIC NEEDS WHILE MAINTAINING COTATI'S SMALL-TOWN IMAGE.

- 1.1.1 Development in areas subject to liquefaction, such as along East and West Cotati Avenues, Wilford Lane, and Redwood Drive (formerly known as South Santa Rosa Avenue), shall be reviewed by qualified soils engineers and geologists in order to ensure the safety and stability of all construction. (See map 1.)
- 1.1.2 All new development within the 100-year flood plain shall be built according to Federal Flood Insurance Agency standards. (See Map 1.)
- 1.1.3 Continue efforts to eliminate flooding, by upgrading and expanding the storm drainage system.
- 1.1.4 Development on slopes over 10% grade shall comply with special building restrictions.
- 1.5.2 The City shall encourage the clustering of residential units to preserve the continuity of open space, protect environmental features, enhance visual amenities, and insure public safety.

GOAL 7 MAINTAIN A SAFE ENVIRONMENT BY PROVIDING ADEQUATE PROTECTION FROM TRAFFIC, FIRE, CRIME, NATURAL DISASTER AND HAZARDOUS MATERIALS.

- 7.1.1 Identify all areas of potential natural hazards and areas of probable greatest jeopardy for each type of disaster and ensure that these areas are developed for hazard-compatible uses. (See map 1)
- 7.1.2 Future sites of public and critical use buildings, shall be in areas of low environmental hazards.
- 7.1.3 Critical facilities in the Cotati Planning Area shall be designed and constructed to withstand the "maximum probable" earthquake and remain in service.
- 7.1.4 The structural integrity of all existing City facilities will be reviewed and those facilities found unsatisfactory will be strengthened.
- 7.2.1 New development or governmental action shall not compound the potential for flooding. (See map 1)
- 7.2.2 All new developments in the city shall be designed to minimize vegetation removal, soil compaction, and site coverage.
- 7.2.3 Adequate drainage and erosion control shall be provided during construction of all new developments.
- 7.2.4 Prepare Disaster Preparedness and Safety plans and distribute information to affected residents, businesses, and property owners.
- 7.3.1 Identify potential geologically hazardous areas and ensure that these areas have development limits. (See map 1)
- 7.3.2 Natural slopes should be maintained and existing vegetation preserved, especially in areas with a slope greater than 15%. (See map 1)
- 7.3.3 Remedial measures are to be employed to reduce erosion.