


Agenda Report Reviewed by:
 City Manager: 

**CITY OF SEBASTOPOL
 CITY COUNCIL
 AGENDA ITEM**

Meeting Date: October 4, 2022
To: Honorable Mayor and City Councilmembers
From: Kari Svanstrom, Planning Director
 John Jay, Associate Planner
Subject: 2021 Annual Level of Service Report (LOS Report)
Recommendation: Receive Report
Funding: Currently Budgeted: _____ Yes _____ No X N/A
 Net General Fund Cost: \$

Account Code/Costs authorized in City Approved Budget (if applicable) AK (verified by Administrative Services Department)

INTRODUCTION/PURPOSE:

The City’s Growth Management Ordinance requires the provision of an Annual Level of Service (LOS) Report to the City Council. The Governor’s Office of Planning and Research requires jurisdictions to submit a General Plan progress report to their office annually.

The LOS Report includes information on the status of the General Plan and progress of its implementation, as well as the status of LOS standards for City services. It also provides an annual update on City park issues, as well as annual Planning, Fire and Police Department information.

DISCUSSION:

A discussion of each service is included in the LOS report.

GOALS:

This action supports the following City Council Goals:

Goal 5 - Provide Open and Responsive Municipal Government Leadership

5.1 Expand and Encourage Community Involvement in the Government Process by Increasing the Public’s Understanding of local Government Operations and Increasing Interaction with Elected Officials

5.3.3 Encourage and increase public awareness of City Policies, decisions, programs and all public processes and meetings, by investigating effective methods of communication and obtaining feedback from the community.

and General Plan Actions:

An update to the General Plan’s Implementation Plan is included in this report.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

FISCAL IMPACT:

None.

RECOMMENDATION:

Receive Report

Attachments:

Annual Level of Service report and attachments and General Plan Implementation Update (as of Oct 2022)

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INTRODUCTION

The City’s Growth Management Ordinance requires the provision of an Annual Level of Service (LOS) Report to the City Council. The Governor’s Office of Planning and Research requires jurisdictions to submit a General Plan progress report to their office annually.

The LOS Report includes information on the status of the General Plan and progress of its implementation, as well as the status of LOS standards for City services. It also provides an annual update on City park issues, as well as annual Planning, Fire and Police Department information.

General Plan Annual Report

The LOS Report provides an update on the General Plan and related matters.

The General Plan update was adopted in November 2016. A new Zoning Ordinance was adopted in November 2018, which implemented several policies and programs authored in the General Plan. The most recent General Plan Implementation report is attached as an appendix to this report.

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City Population

The Sebastopol population was estimated to be 7,520, as of January 1, 2021, according to the California State Department of Finance. This is a decrease of 2 persons from 7,522 in 2020 and an increase of 141 persons from the 2010 Census, which reported a population of 7,379 persons.

LOS Update

The LOS Report includes an update on Planning projects, annual housing totals, and the status of City services, which include water, wastewater, drainage, parks, fire, police, schools and traffic. Land Use Policy 3-1 of the 2016 General Plan sets forth standards for each of these services. City policies require that the LOS Report advise the City Council if any of the standards have not been fulfilled, and to include mitigation measures or actions necessary to achieve compliance. If the City Council determines that it is not feasible within the fiscal resources or regulatory authority of the City to meet the standards or guidelines, the additional residential dwelling unit allocations for the next calendar year shall be suspended for a period of 60 days. This would give the City Council time to adopt a moratorium to restrict issuance of further residential dwelling unit allocation until the LOS can be improved or met.

Review: The following is an analysis of the state of various City services as it relates to LOS.

Water

Present Situation: Sebastopol is dependent on its municipal wells for water to supply customers. The City does not have a backup system, nor does it have a connection to other water systems in the area, which makes it critical that the City's water system is maintained and closely monitored.

Background in groundwater issues:

California obtains between a third and half of its fresh drinking water from groundwater aquifers accumulated in subsurface basins formed by underlying geologic formations. It has long been recognized that the ability of these aquifers to continue to provide sustainable water supply is critical to the water needs of California as a whole. The Sustainable Groundwater Management Act became law in 2014 (known as SGMA, pronounced "sigma") with the final version of the accompanying regulations issued during 2017. SGMA sets goals for developing Groundwater Sustainability Plans (GSP) for each basin to provide a framework to preserve, recharge, and nurture these groundwater basin aquifers.

SGMA requires that basins with elevated risk factors regarding recharge and sustainability must comply with SGMA by developing a GSP. Basins with low assessed risks do not have to establish a GSP. The GSP is to be developed and managed by a newly established Groundwater Sustainability Agency (GSA). SGMA stipulates that GSA members must be local government entities, and either provide/supply water, or regulate water, or have land use responsibilities. The SRP was given a high enough risk assessment to require the GSA formation and GSP development.

Sebastopol initially was in a unique position. Although a small portion of the City area is part of the SRP, most of the City including all its water producing wells overlay a low-risk basin, the Wilson Grove Formation, where no GSA or GSP were required. Initially Sebastopol opted not to join the SRP GSA because of its ties to Wilson Grove. Sebastopol obtains 100% of its municipal water supply from groundwater via multiple producing wells. However, reassessment by DWR of basin risk factors resulted in Wilson Grove attaining a higher risk rating to where a GSA and GSP would be required. Sebastopol had a choice, to either participate with Wilson Grove or join the SRP. In September 2018 Sebastopol applied to California for inclusion in the SRP, and action that received formal approval from DWR in Spring 2019. Subsequently Sebastopol applied for and was granted membership in the SRP GSA (June 2019). The Wilson Grove Formation SGMA risk rating was subsequently redone to reflect the Sebastopol boundary changes along with two other similar adjustments for Petaluma and Marin County, resulting in the current "low risk" status.

The collaborative regional effort to get set for Sustainable Groundwater Management Act (SGMA) compliance is well underway. The local Groundwater Sustainability Agency (GSA) for the Santa Rosa Plain basin (SRP) was established effective June 2017. The first two years' expenses

were covered by a combination of a large State grant, and assessments to GSA members. The GSA prepared a fee and rate study to make the GSA financially sustainable for initial years while the GSP is being written. Fees will be based on groundwater usage, with a range under initial discussion of \$18 to \$25 per year per acre-foot of groundwater used. The fee structure was set at just under \$20/AC; based on annual average groundwater use of 1,000 acre-feet per year, the Sebastopol GSA fee beginning FY 19-20 is \$20,000 per year.

The overall per capita water production is calculated by taking the average of all water produced and dividing it by the population. Water demand in any given year may vary due to several factors including weather patterns, the economy in general and rate increases. However, water usage is also affected by changing land use patterns, conservation efforts, rate increases and changes in the public attitude towards the need to conserve resources. Per Capita Production increased 10% from 112 gallons/person/day (2019) to 123 gallons/person/day in 2020.

The Public Works Department produces an annual report, which includes statistics for water production, usage, and wastewater flow (attached). The report also contains information about groundwater levels in City wells. The report shows that in 2021 there was an decrease of ~11% percent in total annual water production, from 349 million gallons in 2020 to 309 million gallons in 2021. California had an extremely dry water year, which saw precipitation totals decrease below average for Sebastopol. Sebastopol's water demand remains significantly lower than when production peaked at 500 million gallons in 2004.

The estimated water demand from projects currently approved by the City but not yet constructed is 2.6 million gallons per year. This represents the equivalent of approximately .84% of total production in 2021. The water demand for projects pending approval is estimated at an additional 7.3 million gallons per year. This is equivalent to an additional 2.4% of 2021 annual production. Table 4 shows projects included in these calculations.

The City has retained the services of a consultant to oversee the monitoring of ground water levels; maintain the monitoring equipment; supplement it with hand measurements when needed; and prepare quarterly reports. The City received four (4) such reports during 2020, attached to this staff report (Attachment #2).

Recommendation: Continue to monitor City wells and diligently address contamination issues. The City should continue aggressive efforts to promote water conservation and policy efforts for additional conservation measures, since conservation is one way to help ensure that there is an adequate water supply, as well as saving energy and reducing greenhouse gas emissions. The City has experienced water supply challenges in the past decade due to mechanical and water quality issues. Considerable resources have been necessary to address these issues, and it will be important to continue to ensure that adequate financial and staff resources are available for the water systems.

Wastewater

Standard: The General Plan requires a reservation of five (5) percent of wastewater treatment capacity, or 0.042 million gallons per day.

Present Situation: Wastewater service is critical to the City, and public health concern related to wastewater was one of the compelling reasons that the City incorporated in 1902.

The City operates a sanitary sewer system in a service area that covers 1.9 square miles. The sewer system consists of 29.6 miles of gravity sewers (approximately 750-line segments), 10.5 miles of lower laterals (approximately 2,800 laterals), 749 manholes, 2.7 miles of force mains, and two (2) lift stations: The Morris Street Lift Station and the Valley View Lift Station. The sewer mains range in diameter from six (6) inches to twenty-one (21) inches in diameter.

Sebastopol maintains a sanitary sewer collection system and pumping stations that transfer wastewater from Sebastopol to the Sub-regional Water Reclamation System Treatment Plant operated by the City of Santa Rosa on Llano Road. As a partner in the Sub-regional system, Sebastopol has an entitlement to treatment capacity up to 840,000 gallons, or 0.84 million gallons per day (mgd) Average Daily Dry Weather Flow. Average Daily Dry Weather Flow (ADDWF) is computed using metered wastewater flows through the Morris Street Lift Station during the dry-weather months of each year (typically between May and September) with the lowest rainfall.

The attached Engineering Division annual report provides wastewater statistics. Average Daily Dry Weather Flow (ADDWF), as measured at the Morris Street Pump Station, was approximately 0.408 million gallons per day (mgd) in 2021, which equates to approximately 49% of the City's treatment entitlement.

Sebastopol's ability to accommodate future development is limited by our entitlement in the Sub-regional Water Reclamation System. To estimate the treatment capacity available for future development, we calculate estimated flows from current project commitments. Table 4 provides information about estimated future water and sewer demand attributable to currently Approved Projects and Projects Pending in the planning process.

Projected sewer demand (ADDWF) for Approved Projects is 0.006 mgd.

Projected sewer demand (ADDWF) for Applications Pending is 0.011 mgd.

By adding the 2021 ADDWF (.408 mgd), approved (.006 mgd) and pending (.011 mgd) projects, and reserve capacity (.042 mgd) the estimated treatment capacity used is 0.456 mgd or approximately 55%. Subtracting this from treatment allowances, leaves 0.373 mgd or 45% of our total treatment capacity for new projects. This is equivalent to projected flows from 2,415 new single-family homes (assumes sewer flow from a typical single-family residential unit is 157 gpd). This is substantial remaining capacity.

Determination: Factoring in the ADDWF, Approved/Pending Projects, and the Reserve the City sewer demand is at approximately 55% of capacity. The standard has been met.

Recommendation: Continue to monitor the sewer system to provide wastewater service, promote water conservation, meet regulatory requirements, and comply with the legal cap on the volume of wastewater that can be sent to the sub-regional treatment plant.

Drainage

The City owns and operates a storm water conveyance system located primarily within public streets, roads, and lands. The majority of this system flows in an easterly direction and discharges into the Laguna de Santa Rosa. A small portion on the western portion of the City drains to Atascadero Creek.

The City currently has a Low Impact Development (LID) program, which imposes new, demanding application requirements on a wide range of development projects and requires that site planning address storm water control and mitigation. This program regulates both storm water and non-storm water discharges into the City's drainage system with the intent to reduce storm water pollution and protect the water quality of local creeks and waterways, as well as to promote groundwater recharge.

LID Best Management Practices (BMPs) treat storm water as a resource to be preserved and maintained. BMPs focus on retention and infiltration of rainfall to maintain a natural water balance. Slowing the movement of water reduces problems with erosion and increases that chance for onsite filtration and purification of storm water. This is often accomplished by using vegetated areas and the natural purification of soil and plants.

The City does not have an established revenue source for the operation and improvement of its storm water facilities or for programs, such as LID. This is a challenge for the City with increasing regulatory requirements. However, the Development Impact Fee study being finalized in the spring of 2021 will be proposing such a fee for the Council's consideration, to help address stormwater impacts from new impervious surfaces for both existing and new development. This is tentatively scheduled to come to Council next month (May 2021).

Parks

Standard: The 2016 General Plan requires one (1) acre of parkland for each 200 residents (which equates to five (5) acres for every 1,000 residents). Developed parkland is calculated at 100% of acreage. Dedicated open space areas owned by the City or areas subject to a permanent open space easement are calculated at 25% of acreage.

Annual Review of Parks, Trails, and Open Space Acquisition: Community Services and Facilities Policy CSF 2-3 of the 2016 General Plan requires the provision of an annual report to the City Council and Planning Commission on the status of parks, trails, and open space acquisition and development. The City Council and Planning Commission are regularly provided with information and updates on a variety of parks issues and projects. These periodic updates and the following information are intended to satisfy this requirement.

Present Situation: The 2016 General Plan establishes that the City requires five (5) acres of developed parks for each 1,000 residents. While Ragle Park is immediately adjacent to Sebastopol, readily accessible, and used by residents, it was not included in this calculation of the parkland ratio in that parks within City limits are only counted. Additionally, open space areas, such as the Laguna Wetlands Preserve, count at 25% of acreage.

Under the General Plan methodology, there are a total of 23.6 acres of developed parkland, and 89.7 acres of dedicated open space in Sebastopol. With the 25% calculation for open space parks, this equates to 22.425 acres of counted open space area, for a total 'counted' parkland of 46.025 acres. The amount of park land remains the same as in 2020, however the City's population is slightly less than last year. With 7,489 residents, the total parkland ratio is 6.14 acres for each 1,000 residents, which means that the City has met the parkland General Plan standard.

Determination: The overall parkland calculation shows the City has met the General Plan standard.

Recommendation: There is a continuing need to establish and maintain priorities for park improvements, given limited resources. Maintenance of existing facilities should be a high priority and there is a need to provide additional revenue for park maintenance and upgrades, such as the work on implementation of the Ives Park Master Plan (sculpture garden, pathway improvements, and Calder Creek naturalization projects in 2021); the resurfacing of the Brookhaven Tennis Courts; and on-going tree replacement in parks completed in 2021. There are also major capital improvement needs for the Laguna Wetlands Preserve, where the new Americorp Trail will be constructed; final contract and open space restriction agreements were completed in 2021, and the Engineering Department will be working on the construction documents, bidding, and construction in FY22-23.

Fire Department

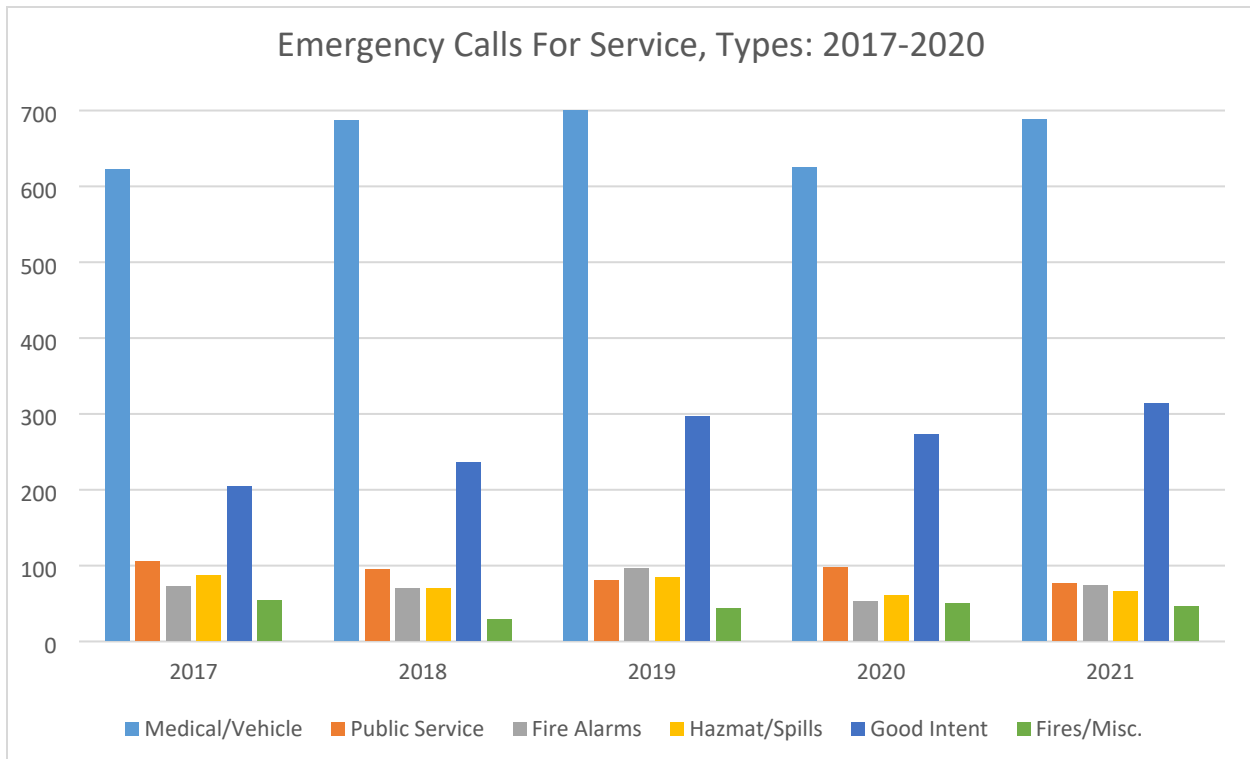
Standard: Per National Fire Protection Agency (NFPA) 1720, Standard for Volunteer Firefighters, volunteer staffed fire departments shall have a maximum response time of nine (9) minutes and assemble fifteen (15) firefighters on the scene of structure fires 90% of the time.

Present Situation: The average response time over the last 4 years is 5:30 minutes for 80% of calls, and 6:30 minutes for 100% (down 30 seconds from last year). We currently have a volunteer staff of 28 members. 24 active members and 4 reserve members. We continue to recruit new firefighters. This is an area of major concern with increased response times and increased call volume. We offer additional paid fire shifts, Monday through Friday, where the highest percentage of emergency calls for service happen during weekdays, 7-7pm. We continue to offer paid shifts for every weekend, including holidays. We are starting to hire full-time firefighters to support the increased daytime emergency calls for service and response times. A full-time Fire Engineer was hired in June 2020.

The Sebastopol Fire Department responded to 1269 calls for service in 2021. Calls for service in 2020 were 1164, 2019 were 1306, 2018 had 1190, and 2017 had 1150. Our four-year average is 1232 calls for service. Over 60% of our calls for service continue to be medical related. We continue to see increased calls for service on an annual basis. There was a reduction in calls for 2021 due to the COVID-19 Pandemic.

Total Calls for Service: 2013-2021

2013	2014	2015	2016	2017	2018	2019	2020	2021
861	1,055	1,071	1,056	1,150	1,190	1306	1164	1269



The City currently has a fire protection rating from the Insurance Services Office (ISO), of Class 3. Only 5.0% of the fire departments in the nation have a Class 3 or better rating, which speaks to the outstanding level of service provided by the City’s volunteer and professional fire staff. As a volunteer fire department, an ISO Rating of 3 is the lowest and best rating possible to achieve and maintain.

Issues

Capital Equipment needs are a continuing concern. A new Type 3 Wildland Fire Engine will be ordered this Spring to replace an aging 1994 Fire Engine. A new Fire Inspection and Prevention Programs and Public Emergency Planning are two other areas where services could be enhanced. Another ongoing issue for the Fire Department is the difficulty of recruiting new volunteer firefighters as the community demographics change to an older population with fewer young families, and particularly considering the high housing costs, which inhibits younger individuals and families from moving into the City.

We reduced the hiring age from 21 to 18 and have opened up the boundaries of either living near or working in the city. This change has benefited the department, as younger volunteers and those that do not live in the City have been added to our roster.

The City should continue to offer incentives for citizens to volunteer as firefighting staff and to retain those already volunteering. Since 2005, the department has provided a modest monetary benefit program to the volunteer firefighters based on their number of emergency responses. This program has increased the average number of firefighters per call by 25%. The program,

SAFER (Staffing for Adequate Fire and Emergency Response), is 100% funded by FEMA and the Department of Homeland Security. Unfortunately, the FEMA SAFER Grant ended in 2015. I have once again adjusted this year's budget to continue this very important incentive for the volunteers. Traffic conditions and congestion also have an impact on response times. The Fire Department is continuing to look for ways to lessen the number of callouts to false alarms and unwarranted requests for calls for service. We continue to add a False Alarm or "Nuisance" call to our User Fee Schedule of \$1450.00 per incident in hopes that this would reduce the number of false alarms from businesses that have historically been repeat offenders. This has worked over the years. We estimated approximately 50 calls were eliminated based upon this new fee schedule for false alarms when it was adopted.

The new General Plan adopted the National Response Standard, as stated by the National Fire Protection Association (NFPA). The NFPA adopted Standard 1720, Standard for Volunteer Firefighters. This standard stipulates that volunteer staffed fire departments, serving an urban area (1,000 + persons per sq. mile), shall have a maximum response time of 9 minutes and assemble 15 firefighters on the scene of structure fires 90% of the time. The department assembled an average of 18 staff on fires 90% of the time, and was under 9 minutes, as stated in NFPA 1720. The 18 staff members assembled resulted from 10 Sebastopol Staff and 8 Automatic Mutual Aid Staff from Graton and Gold Ridge Fire Protection Districts. The Sebastopol Fire Department is still within compliance to the new NFPA Standard.

Determination: Response time and assembled firefighters are in compliance and the standard has been met.

Recommendation: Response times are a critical metric within volunteer staffed fire departments. We have offered additional paid fire shifts to reduce our response times and are working very closely with the City Council Budget Committee to budget for additional paid staff. We will continue to monitor this metric and make the necessary recommendations as needed.

Police Services

Standard: The General Plan requires a response time of three (3) minutes for 70 percent of calls.

Present Situation: The Sebastopol Police Department (SPD) consists of 14 full-time sworn officers, which includes the Police Chief, Police Lieutenant, four (4) Police Sergeants, and eight (8) Police Officers. The Police Department has seven (7) non-sworn support staff, which included a Police Records and Support Services Manager, five (5) Communication Dispatchers, and a Police Technician to conduct parking and animal control functions and assist with fingerprinting services. The Department also has four (4) Reserve Police Officers, and five (5) Community Service Volunteers.

SPD handled 11,137 incidents in 2021 – an average of 30 per day, of which 666 were categorized as Priority 1 (emergencies) – an average of 1.82 per day. The average response for all Priority 1 calls in 2021 was 4:52 minutes, from the time of dispatch to the time of arrival of officers at the

scene of the emergency. The average time for the Communications Dispatcher to answer an emergency call for service, gather required information from the caller, and dispatch necessary resources to the scene was 1 minute 35 seconds.

During 2021, SPD officers documented 893 cases that required either a crime report, arrest report, or information report (an average of 2.45 investigative reports each day of the year.) In addition to those reports, officers issued 179 traffic citations, 185 criminal citations (for non-bookable misdemeanors or Municipal Code violations), and 690 parking citations.

Officers made 65 felony arrests (16-Property Crimes, 10-Crimes Against Persons, 24-Drug Crimes, 15-Warrant/Probation Violation/Parole Violation/Felony Evading), 244 misdemeanor arrests, and 31 arrests for people driving under the influence of alcohol and/or drugs in 2021.

During 2021, the PD faced two significant issues which affected our level of service. The biggest issue the PD faced, as with the rest of the City, was the COVID-19 pandemic. Much of the above statistical data is a direct reflection of stay-at-home orders, practicing safety protocols, and ensuring not only community safety, but safety with staff members limiting as much contact as possible with our community.

The Police Department also encountered interim and changing department leadership along with staffing issues throughout the year which resulted in operating at 60-75 percent of staffing a majority of the year. Available staffing levels were impacted because of vacant positions, work injuries, COVID exposures and quarantines, FMLA absences, and vacation and sick leaves.

Due to the aforementioned challenges, response times in 2021 slightly exceeded the standard set by the General Plan as follows:

Average response time Priority 1 calls: 3:18 minutes

Average response time Priority 2 calls: 3:52 minutes

Determination: The standard was not met for Priority 1 calls for service.

Recommendation: Though there are calls for service that require a timely response, there are many calls for service that are more effectively handled when police take their time to respond and critically assess situations. When we place desired time frames to respond to calls for service, we prioritize the quick response over the necessity of critically assessing situations through the process of slower, more methodical responses. As a result, it is recommended that the response time requirement be removed from the General Plan and state the following: "The General Plan requires a response to calls for service be done with a critical, well-thought, and meaningful assessment of the situation as the priority. Though a timely response is an expectation, a timely response does not take priority over a more methodical, critical response that may result in a more positive outcome."

Schools

Standard: The Sebastopol Union School District and the West Sonoma County High School District (High School District) establish their own standards for school class size and the requisite amount of square footage of play area per student.

Present Situation: Sebastopol schools are under the jurisdiction of the Sebastopol Union School District and the West Sonoma County High School District. Sebastopol is also home to two (2) charter schools that are not affiliated with either school district, and the Sierra School of Sonoma which is a private school and not affiliated with either school district.

All school data in this report has been accessed from California Department of Education’s website, <https://dq.cde.ca.gov/dataquest/>. The prior years have been revised in this report to reflect the California Department of Education’s records.

Sebastopol Union School District: There are currently two (2) elementary schools under the jurisdiction of the school district: Park Side (Kindergarten to 5th Grade) and Brook Haven (Kindergarten to 8th grade).

Sebastopol Union School Districts Enrollment Totals, by School Year: 2015-2016 to 2019-2020

2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
827	732	783	756	752

2019-2020 Enrollment Levels by Sebastopol Union School District Schools

School Name	Total Enrollment
Park Side	264
Brook Haven	194
Sebastopol Independent Charter School	294

The 2019-2020 enrollment in the Sebastopol Union School District decreased by 4 students from 2018-2019. Overall, the enrollment totals have fluctuated over the years, but are generally decreasing.

Sebastopol Area Charter and Private Schools: There are also two (2) charter schools, and (1) one private school located in Sebastopol that are not part of the Sebastopol Union School District or the High School District: The REACH Charter School, SunRidge Charter School and Sierra School of Sonoma.

The REACH Charter School (Kindergarten to 8th Grade) is an integrated liberal arts school, which is located 487 Watertrough Rd. in unincorporated Sebastopol. The school had a total enrollment of 121 students for the 2019-2020 school year, which is 23 less than the total enrollment in the 2018-2019 school year, which had a total enrollment of 144. Total enrollment is not counted towards Sebastopol Union School District enrollment.

The SunRidge Charter School (Kindergarten to 8th Grade) is part of the Twin Hills Union School District and which is located at 7285 Hayden Avenue, a site that was formerly home to Pine Crest Elementary School, which closed in 2011. SunRidge Charter School had a total 2019-2020 school year enrollment of 281 students, which is a, increase of five (5) students from the 2018-2019 school year, when total enrollment was 276 students. Total enrollment is not counted towards Sebastopol Union School District enrollment.

The Sierra School of Sonoma (Kindergarten to 12th Grade) is a non-public school which is not part of the Sebastopol Union School District or West Sonoma County High School District. Sierra School of Sonoma is located at 200 South Main Street, where it holds a Use Permit. This school replaced the Sebastopol Independent Charter School which moved to a new campus in the district, just outside City limits near Gravenstein Highway North. The 2018-2019 enrollment total for Sierra School of Sonoma was 28, which is an increase of one (1) student since the 2018-2019 school year.

West Sonoma County High School District: The High School District operates two (2) schools in Sebastopol: Analy High School and Laguna High School (the Community Day School is closed). The High School District also operates three (3) schools in greater West Sonoma County: El Molino High School, Nuevo Leon High School, and the Russian River Ramparts Independent Study Program.

Total Enrollment for High Schools in Sebastopol, by School Year: 2015-2016 to 2019-2020

2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
1,364	1,284	1,226	1,214	1,231

2019-2020 Enrollment Levels for Sebastopol High Schools

School Name	Total Enrollment
Analy High	1,141
Laguna High	90

The 2019-2020 enrollment in the West Sonoma County High School District increased by 17 students from the 2018-2019 school.

Total student enrollment in public schools (WSCHSD and SUSD) increased by 13 students in the 2019-2020 school year in Sebastopol, which includes both the Sebastopol Union School District and the High School District. *Note, including the Sebastopol Area Charter and Private Schools (Reach, SunRidge and Sierra School of Sonoma) results in a decrease of four (4) students in the 2019-2020 school year.*

The Board of Education and District Administration of the West Sonoma County High School District prepared an Enrollment Projection Study to understand the long-term effects of declining enrollment in December 2013. The Enrollment Projection Study determined that enrollment for resident students will continue to decline over the next 10 years but did offer some mitigation options that include:

- Offering an innovative approach that tailors an instructional approach to the individual student by blending classroom instruction, online courses, independent study, community college study, and community-based learning.
- Developing programs to attract transfer students to West County such as career technical education programs or programs in the arts.
- Increasing the percentage of students who complete course sequences and experiences that make them ready for a career or college after high school.

Currently, due to declining enrollment and other factors, the High School district is facing major budget issues. In March of 2021, the West Sonoma County Union High School District Board voted 3-2 in favor of consolidating El Molino High School, in Forestville, with Analy High School. This decision will also relocate Laguna High School and the District office to the El Molino High Campus. It is anticipated that more than 500 students from El Molino High School will be joining Analy High School. This change is slated to go in effect Fall 2021.

Determination: The Sebastopol Union School District has experienced declining enrollment, which has resulted in school closures in recent years. The decision to combine El Molino High School with Analy High School is a significant development by the West Sonoma County Union High School District in an attempt to mitigate their budget issues.

Recommendation: The City should support policies to encourage family housing and opportunities for 'empty nesters' who are interested in moving to smaller homes, which would free up larger dwellings for families. However, even with additional housing development, young families face substantial affordability and availability issues in the Sebastopol housing market.

Challenges the City should coordinate with the School District include managing potential increased traffic, and the need for improved transit and/or busing for students coming from further reaches of West County due to the consolidation, and potentially parking issues near the school's campus.

Traffic

The General Plan, adopted November 15, 2016, eliminated the prior plan's Level of Service (LOS) standard, as a metric that did not appropriately express the City's policy intent.

Present Situation: The General Plan Update provided comprehensive data on current traffic conditions. This included preliminary analysis of the feasibility to change the one-way street system in downtown. Initial analysis indicated that the conversion could be workable. However, considerable additional analysis would be needed, and costs would be substantial, if feasible. The conversion may not improve traffic flow but could have other benefits. The updated General Plan calls for continued evaluation of the benefits and feasibility of a two-way street system on some or all of SR116. A comprehensive 2-way street analysis for SR 116 is called for in collaboration with Caltrans.

The General Plan also calls for review of by-pass or reliever routes in collaboration with other agencies. For example, the City successfully asked for inclusion in the SCTA regional plan as a project of regional significance of a western alternate route to connect SR116 to Bodega Avenue and the coast vis upgrades to Bloomfield Road and Pleasant Hill Road.

Vehicle access is critical to the operation of a city. Most people in Sebastopol travel by vehicle and many more in the surrounding market area have no other viable transportation option. In addition, truck traffic originating from, or headed for destinations outside the City continue to tax pavement conditions and traffic flows on the main arterials. Pavement conditions in Sebastopol are an ongoing concern with the overall street network pavement condition continuing to decline, and on the Pavement Condition Index (PCI) scale of 0 – 100 with PCI 100 being new pavement in ‘Very Good’ condition, based on the last major street pavement inspection performed in 2018, the current PCI is 43, which classifies the City’s street network at the middle of the ‘Poor’ condition category. Continued deferred maintenance could eventually deteriorate the pavement condition to the ‘Very Poor’ condition category and resulting in much higher long-term costs, especially given that Federal and State funding for street maintenance has declined in recent years due to continuing competition for these scarce fund sources from the active transportation projects groups, including bicycle and pedestrian projects, public mass transit projects, etc. Additional local funding remains highly desirable and essential both for funding local streets projects and as providing for the required local match component for various State and Federal grant opportunities. The updated General Plan calls for the City to provide high quality regular maintenance for existing and future transportation facilities including street, sidewalks, and paths by continually seeking opportunities to fund maintenance of and improvement to the circulation network through active pursuit of a wide range of grant sources.

The City continues working with other Sonoma County jurisdictions to reduce transportation congestion and to maintain and improve our transportation network through ongoing participation and collaboration in SCTA TAC in pursuit of funding opportunities and through transportation planning. During the past year the City continued its efforts to maintain and improve its street network to support buildout consistent with the General Plan.

In early 2022 the City sought and received a State grant from the Pavement Technical Assistance Program for the 2023 Cycle (PTAP 23) for funding an update to the City’s Pavement Management Program (PMP) in collaboration with the Metropolitan Transportation Commission (MTC), who manages consultant contracts for city-wide pavement inspection, data analysis, pavement condition indexing, composing recommendations for funding scenarios for treatment strategies and preparing the technical report for PMP certification. The updated City PMP is scheduled for certification in Spring 2023 and will serve to guide recommendations for implementing pavement treatments to improve the street network pavement condition index over a targeted time frame.

Staff continued working on the federal-aid project, “Bodega Avenue Bike Lanes and Pavement Rehabilitation”, which will rehabilitate cracked and deteriorating pavement with a new

pavement surface on Bodega Avenue from High Street to Pleasant Hill Avenue. Bodega Avenue provides east-west transportation connections through the City. The State Route 12 - Bodega Avenue corridor is the primary route connecting the City of Sebastopol with Santa Rosa and eastern Sonoma County to the east and Bodega Bay and the coastal western Sonoma County to the west. It is designated as an arterial and, within the city, is primarily a three-lane road or two lanes with parking. Land use adjacent to Bodega Avenue is predominantly single- and multi-unit residential, with some mixed-use commercial towards the eastern end of the project. In addition to pavement rehabilitation, other improvements included in the project are pavement widening of narrow sections of the roadway to a consistent width, sidewalk improvements to close gaps in the existing sidewalk network and improve existing pedestrian ramps to be ADA-compliant, adding pavement striping for Class II bicycle lanes between Pleasant Hill Road and Washington Avenue and Class III bike routes (sharrows) between Washington Avenue and High Street, safety improvements at five intersections including crosswalk enhancements and ADA ramp improvements at Nelson Way/Gold Ridge Farm, Robinson Road, Washington Avenue, Dutton Avenue, and Florence Avenue. It is anticipated the Project will receive environmental clearance through the federal National Environmental Policy Act (NEPA) in August 2022, after which Right of Way Certification and the Request for Authorization (RFA) required for securing the federal funds will be completed and submitted for approval, both also anticipated in August 2022. It is anticipated the Project will be authorized for bidding in Fall 2022 for construction starting Spring 2023.

In advance of and preparation for the Bike Lanes and Pavement Rehabilitation project the City will perform major pavement maintenance on Bodega Avenue as “digout and repair project” from High Street to Nelson Way in late Fall 2022.

In 2021 the City was awarded a federal-aid grant from the Quick Strike Fund Program for installing new ADA-compliant pedestrian ramps along State Route (SR) 116 at the following four intersections: SR 116 / Hurlbut Ave, SR 116 / Cleveland Ave, SR 116 / N. Main St and Sr 116 / Wallace St. In June 2022, the Project received NEPA clearance, which cleared the way for Right of Way Certification and RFA completion and submittal in July 2022. The Project will involve removing and replacing a total of eleven existing curb ramps and gutters on the various corners of these four intersections. Detectable warning surfaces will be installed at each of the proposed curb ramps to indicate the upcoming street crossing. Several of the corners will also include grouted cobble paving installed between the detectable warning surfaces to indicate non-path of travel. At all the intersections portions of the existing crosswalks would be restriped, as necessary. It is anticipated the Project will be authorized for bidding in Fall 2022 for construction starting Spring 2023.

In March 2022 the City Council authorized staff to pursue the Active Transportation Program Cycle 6 (ATP) grant for the Ragle Road West Side Bicycles and Pedestrian Access Project, also known as the West Sebastopol Active Transportation project in Sonoma County’s “Comprehensive Transportation Plan” (CTP) 2050. ATP goals include increasing proportion of trips by walking and biking, increasing safety and mobility, enhancing, public health and includes a broad spectrum of projects to benefit many types of active transportation users including

disadvantaged communities. The City submitted the grant application as a joint City and County undertaking on June 15, 2022 and is now awaiting the results. The estimated \$9.1 million Project consists of bicycle lanes and sidewalks and pedestrian paths on Bodega Avenue from Jewell Avenue to Ragle Road; Ragle Road from Bodega Avenue to Mill Station Road; Mill Station Road from Ragle Road to SR 116. The Project shows, in order to be more competitive, connectivity to existing bicycle paths and major parts of the city by expanding to include Bodega Avenue project bicycle paths (segment between Nelson Way and Pleasant Hill Road), and completing the bicycle trail section on Bodega Avenue westward to the existing terminus of the Sonoma County trail at Atascadero Creek.

Other pavement maintenance efforts underway in 2022 include design of Parquet Street Slurry Seal as part of a water and sewer systems maintenance project, with construction in 2023.

The last update to the Sebastopol Bicycle and Pedestrian Masterplan was in 2011. SCTA last updated the regional Sonoma County Bicycle and Pedestrian Masterplan in 2019, which also included updates to the Sebastopol Bicycle and Pedestrian Masterplan. Starting in late 2022 SCTA will begin the process for updating its masterplan with cooperation from the County of Sonoma and cities, including Sebastopol. This update process will be completed by Summer 2023.

In 2021 the City of Sebastopol was awarded a Local Road Safety Plan Grant from Caltrans to create a Local Road Safety Plan (LRSP) for the purpose of complying with new state and federal requirements related to federal and state grant programs. The LRSP is a traffic safety planning document for addressing unique roadway safety needs in the City. It is a comprehensive document that will both help to guide the City's implementation of safety countermeasures and allow eligibility for funding in such programs as the Highway Safety Improvement Program, or HSIP, which is currently open for application through September 2022. Staff will seek authorization to pursue HSIP grant funding under the current cycle.

Determination: No inconsistencies with the General Plan were identified.

Recommendation: There are numerous circulation maintenance and improvement needs, which far exceed existing City resources. Substantial revenue enhancements for street maintenance and improvements should be explored. Routine paving and maintenance have been underfunded. Sidewalks could also benefit from additional maintenance, as well as addressing gaps in the sidewalk system. The improvement of Sebastopol Avenue and Gravenstein Highway South should be major long-term capital improvement objectives. Direction and support to staff in pursuit of federal and state, and other funding opportunities should continue.

Housing and Allocation

Standard: The updated General Plan establishes a residential development limit of 50 units per year. Certain types of residential development, such as second units, are exempt, while

affordable housing units and downtown units are not subject to the 50-unit annual limit, but do count towards the overall growth limit of 750 new units from 2017 to 2035. The General Plan allows for the carryover of the two (2) previous years’ allocations.

Present Situation: The Growth Management Program is intended to preserve the small-town character of Sebastopol, and manage infrastructure limitations, such as sewage treatment capacity, water supply, and roadway constraints. The following table outlines dwelling unit allocations based on the 2016 General Plan.

Allocation: Availability Calendar 2021

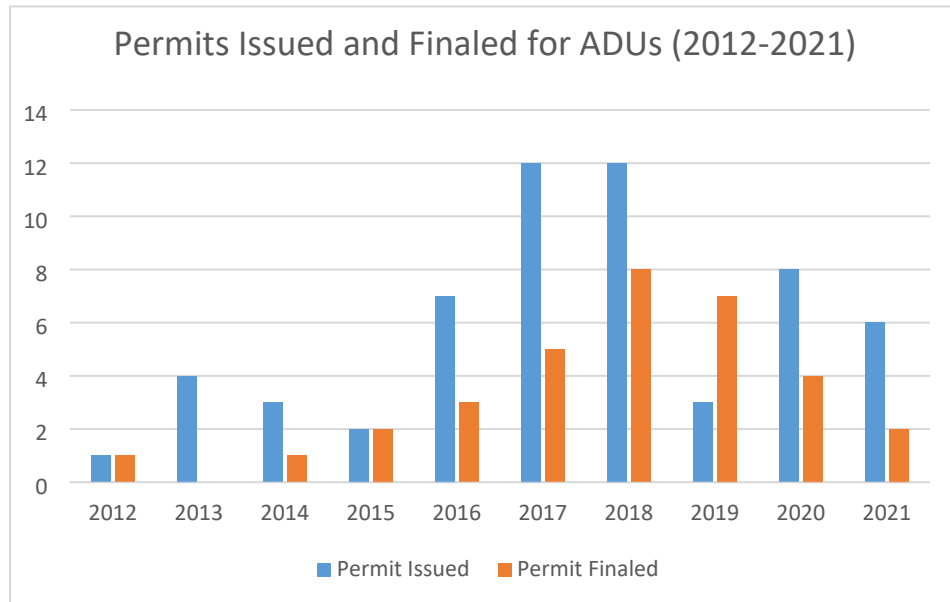
Total Permit and Approval Activity During 2021	37
Permits issued for exempt units during 2021	37
Permits issued for exempt Category C units during 2021	0
Permits issued for exempt Category D units during 2021	0
Existing residential units annexed during 2021 (Category C)	0
Out-of-service-area agreements approved during 2021 (Category D)	0
Number of Units Removed	0
Permits issued for other non-exempt units during 2021	0
Non-exempt allocations reserved during 2021 for future use	0
Subtotal of Nonexempt Allocations Issued or Reserved in 2021	0
Base year dwelling unit allocations available on 1/1/2021	50
Total non-exempt allocations issued or reserved in 2021	0
Total Carryover Available from 2021	50
Total Carryover Available from 2020	50
New Base Year 2020 Allocations Available 1/1/2021	50
Total Allocations Available 1/1/2021	150

The following unit types are exempt from the annual limit per the Zoning Ordinance:

- Affordable Housing Units
- Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU)
- Replacement Residential Structures
- Single-Family Residences (On Existing Lots of Record as of November 1994)
- Homeless Shelters
- Single Room Occupancy Residences
- Community Care/Healthcare Facilities
- Residential Units in the Central Core

In 2020 The Building Department issued the permit for the Barlow Townhome Project (formerly Davis Townhomes) for 18 units, but as they are in the Central Core Designation, they are exempt from the annual limit. The City has also issued eight (8) ADU permits and one (1) permit to convert an office to a single-family residence. All these permits are exempt from the annual limit.

In 2019, the City updated its ADU Ordinance again to bring it into compliance with new state laws. These updates focused on easing development standards and allowing ADUs on properties with existing multi-family dwellings (although no permits have been received for multi-family ADUs at this time). In 2021, there was a small decrease in the number of ADU permits being issued from 2020, and the City continues to receive interest in these types of units from property owners.



None of the City’s allocations were used in 2020, leaving 100 to carry over to 2021. With the 50 allocations allotted for 2021 this leaves a total of 150 available allocations. At present there are 150 total allocations available for use in 2021.

There has been very low housing development activity in Sebastopol over the past few years, with zero (0) allocations for non-exempt units in 2019 and 2020. A maximum of 150 allocations are available for new, non-exempt Building Permits in 2020. Currently, the 18-unit townhome development known as the Davis Townhomes (now called Barlow Townhomes) is complete, and the Planning Department is processing three (3) formal housing applications, Huntley Square (10 units), Woodmark Apartments (84 units) and Habitat for Humanity.

Additionally, the County purchased the Sebastopol Inn through the Project Homekey program. While these units were not counted in the 2020 activity, they were completed in 2021 for renovation of the 31 units to permanent supportive housing (PSH) in the next couple of years, at which point they were counted towards the City’s RHNA requirements (see next section).

Determination: The standard has been met.

Recommendation: Continue to monitor the use of Growth Management Allocations. A key limiting factor for residential development is wastewater treatment capacity. At this time, there is substantial remaining capacity.

Housing Activity Report

Policy H-1 of the 2015-2023 Housing Element requires the City to prepare an Annual Report that describes activities undertaken in support of the City’s housing objectives. This section is intended to fulfill that objective. The City’s Regional Housing Need Allocation (RHNA) is a total of 120 housing units for the 2015-2023 Housing Element period.

Currently, the City is seven (7) years into the eight (8) year RHNA cycle. During this time, the City has produced a total of 123 units out of the goal of 120 units. As of the end of 2021, the City has therefore met its housing allocation (note, “extra” lower income units beyond the required RHNA can be counted towards higher income categories, so the 15 excess Very Low units can count towards the remaining 5 Low Income and 8 Above moderate remaining, and 1 excess Moderate unit can be counted towards the Above Moderate category). The City has therefore met/exceeded our RHNA requirement, and will have additional units permitted in 2022 that also count in this housing cycle. , and 8-above moderate (market rate) units, in order to be on track to meet the RHNA Allocation target for these two categories.

Sebastopol’s Regional Housing Needs Allocation Progress (2015-2021)

Income Level		RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	22	-	-	-	-	-	-	33	37	-
	Non-Deed Restricted		-	-	-	3	1	-	-		
Low	Deed Restricted	17	1	-	2	-	-	-	-	12	5
	Non-Deed Restricted		-	-	-	4	3	2	-		
Moderate	Deed Restricted	19	-	-	-	-	-	2	-	20	-
	Non-Deed Restricted		2	6	6	4	-	-	-		
Above Moderate		62	9	2	11	1	1	23	7	54	8
Total RHNA		120									
Total Units			12	8	19	12	5	27	40	123	13

The Planning Department began working on the update to the Housing Element for the next (sixth cycle) in September 2022. The RHNA for this cycle was finalized in December 2022, with Sebastopol’s allocation as follows:

Sebastopol’s Regional Housing Need Allocation (RHNA) 2023-2031

	Very Low Income (VLI)	Low Income (LI)	Moderate Income (MI)	Above Moderate Income (AMI)	Total
RHNA Allocation	55	31	35	92	213

Planning Department

The Planning Department provides planning and environmental review assistance to the City Council, Planning Commission, Design Review Board, Public Arts Committee, Sebastopol residents, as well as the real estate, development, and construction industries.

The following page includes a history of formal applications were received in 2021:

Planning Department Permit Activity

Application Type	'12	'13	'14	'15	'16	'17	'18	'19	'20	'21
Use Permit	17	31	10	20	5	7	7	14	7	4
Design Review (DRB)	10	11	11	8	15	11	12	5	8	5
Design Review (Staff)	2	5	4	7	1	2	1	0	3	4
Variance	0	0	2	3	0	0	0	2	0	1
Tree Removal Permit	10	13	12	19	21	16	16	15	23	9
Administrative Sign Review	9	27	19	20	24	26	16	18	23	12
Preliminary Review	1	0	1	2	3	3	1	4	1	3
Annexation / Pre-Zone	0	0	0	1	0	0	0	0	0	0
Rezone / Text Amendment	0	0	0	1	3	0	0	0	1	0
General Plan Amendment	0	0	0	0	0	0	0	0	0	0
Minor Subdivision	0	0	0	0	0	0	0	1	0	0
Major Subdivision	0	0	0	0	0	0	0	0	1	0
Lot Line Adjust. / Lot Merger / Cert. Of Compliance	2	0	1	3	0	1	1	1	1	1
Environmental Review	0	2	0	0	0	0	0	0	1	1
Appeal	2	2	1	2	4	0	1	1	0	0
ABC Transfer / Admin. Alcohol UP	-	-	7	3	5	5	6	9	2	5
Antenna Application	-	-	6	1	1	0	2	1	0	2
Temporary Use Permit	-	-	12	10	12	12	21	18	5	7
Zoning Determination		-	1	0	2	0	0	1	0	1
Village Building Convergence	-	-	1	0	0	0	0	0	0	0
Administrative Permit Review	-	-	4	12	6	4	5	6	3	3
Administrative Permit Review, Cannabis	-	-	-	-	-	-	5	6	5	2
Time Extension	-	X	1	1	1	2	3	1	1*	1*
Film Permit	-	-	-	2	2	3	3	1	1	1
Public Art Review	-	-	-	1	1	0	0	1	0	0
Façade Improvement	-	-	-	-	-	1	4	14	5	5
Park Project/Monument Review	-	-	-	-	-	2	1	0	0	0
Preapplication Conference	-	-	-	-	-	-	-	9	4	3
Adjustment	-	-	-	-	-	-	-	1	0	0
Development Agreement	-	-	-	-	-	-	-	1	0	0

Tentative Map	-	-	-	-	-	-	-	1	0	0
SB35	-	-	-	-	-	-	-	-	-	1
Total number of Applications	53	91	93	126	106	95	105	121	95	72

'-' means that the permit type was not specifically identified in previous LOS Reports.

* Council authorized a blanket 1-year extension to all permits due to Covid in 2020 and 2021.

The Planning Department is responsible for acting on 54 of the submitted applications administratively:

- Administrative Permit Review: 10
- Antenna Application: 2 (both Section 6409a applications, equipment replacement)
- Administrative Permit Review, Cannabis: 2
- ABC License Transfer / Alcohol Use Permit (<50 seats) / Shared Use: 5
- Design Review Permit: 3
- Film Permit: 1
- Administrative Sign Review: 12
- Temporary Use Permit: 7
- Tree Removal Permit: 9 (City Arborist level review)
- Façade Improvement: 0
- Lot Line Adjustment (Lot Merger): 0
- Preapplication Conference: 3
- Time Extension: Planning prepared, and Council authorized a blanket 1-year extension to all permits due to Covid in 2021.

The Public Art Committee acted on several items of interest to the City, either on its own initiative or at the request of City Council:

- Call for sculptures and Design of Ives Park Sculpture Garden

The Design Review/Tree Board heard or acted on 12 of the applications submitted in 2021:

- Design Review Permit: 3
- Sign Permit: 2
- Sign Exception: 0
- Tree Removal Permit: 1
- Preliminary Review: 1
- Façade Improvement: 5

The Planning Commission heard or acted on the following permits in 2021:

- Use Permit: 2
- Variance: 1
- Cannabis Conditional Use Permit: 1
- Preliminary Review: 1 (Habitat for Humanity project)
- Tentative Map, Planned Community Rezone, CEQA Initial Study (Huntley Square)

The number of applications requiring Planning Commission review in 2021 was significantly fewer than past years, most likely due to the impacts of COVID, which delayed many projects. Staff anticipates many of these projects, particularly commercial, will pick up again in 2022 as the impacts of COVID diminish. However, this lull in development applications at the Planning Commission level allowed the Commission to engage in a number of longer-range projects.

The Planning Commission also acted on several long-range projects in 2021:

- Development Impact Fee update
- Affordable Housing Development discussion series
- Calder Creek Naturalization project
- Formed a “Ives Park Subcommittee” to work on both the Calder Creek Naturalization Project and other improvements in Ives Park with City staff, including Public Works.
- Local Hazard Mitigation Plan review and support
- Planning Commission composition ordinance
- Gas Station Ban Ordinance
- Climate Action Framework review
- Joint meeting with City Council to kick-off the Housing Element update, and continued input and review of housing element update progress

The City Council acted on the following permits and policies submitted in 2021:

- Use Permit: 1
- Subdivision and Initial Study: 1

- Approved revised location for Ned Kahn sculpture north of Highway 12 bridge
- Adoption of Development Impact Fee update
- Support for RV Village / Horizon Shine project

Environmental Issues

Reduction of greenhouse gases is a stated goal of the City of Sebastopol. As a responsible environmental steward, the City of Sebastopol is committed to policies and programs that conserve and use natural resources wisely. Since solar photovoltaic technology and equipment have become reasonably available, the City requires that new commercial or residential buildings, and specific alterations, additions and remodels require the installation of a photovoltaic energy generation system. In 2020, the City received 34 photovoltaic permits, of which 21 included battery backup systems. Altogether the private systems permitted in 2020 are estimated to produce 229,795 kilowatts.

The City has ten (10) solar installations, which in 2021 produced 289,453 kilowatt-hours, compared to 336,055 kilowatt-hours in 2020. This increase is in part due to the systems at Ives Pool and Public Works being entirely replaced last year under warranty. There were also additional panels added to the production during those projects. Based on an estimated average

cost per kilowatt-hour of \$0.45, this equates to a savings of \$130,254 for 2021, or an average of \$10,915 per month.

Throughout the City there are four (4) locations where there are electric vehicle charging stations on public or commercial property, located at Redwood Marketplace, CVS, the public parking lot across from the police station, and the public parking lot across from the Sebastopol Center for the Arts. Additionally, new parking lots with 10 or more spaces are required to provide electric vehicle charging stations.

The City of Sebastopol's projected future growth has led to concern over the City's sewage treatment capacity share in the Santa Rosa Subregional Sewerage System. At the same time, the City depends solely upon the underground water supply and wishes to conserve that finite resource. Therefore, the City requires that water saving devices can be, shall be, incorporated into all new construction, and in remodeling of existing kitchens and bathrooms, and that the use of such devices will help conserve water and preserve the City's sewage treatment capacity.

The City of Sebastopol's new Climate Action Committee initiated several projects in 2021:

- Assisted with application and award of a CivicSpark Fellow (Phoebe Goulden).
- Initiated Climate Action Framework project.
- Development of Gas Station Ordinance to ban new fossil fuel service stations and limit expansion of existing stations.
- Developed and held community events such as Compost give-aways for residents

The City of Sebastopol encourages sound land use that promotes proactive, forward-thinking environmental protection, it is considered a cornerstone of Sebastopol's identity. The City requires the implementation of policies and actions to provide for progressive, effective, and forward-thinking strategies to protect the natural environment and promote sustainability to the greatest extent feasible.

Other environmental protections of note within the updated General Plan:

1. Protect and Enhance Sebastopol's ecosystem and natural habitats.
2. Protect and Enhance water resources in local creeks, riparian habitat, wetlands, the Laguna De Santa Rosa Watershed, Atascadero Creek, and aquatic habitat.
3. Proactively manage, protect, and restore the Laguna De Santa Rosa.
4. Protect, manage, and enhance groundwater as a valuable and limited shared resource.
5. Conserve, protect and enhance trees and native vegetation.
6. Improve air quality in Sebastopol and reduce air quality impacts from future development.
7. Reduce emissions of greenhouse gasses from City operations and community sources.
8. Promote conservation of energy and other natural resources.
9. Ensure the provision and preservation of diverse and accessible open space throughout the City.

Future Issues

The LOS Report has identified a number of important issues which have been discussed and addressed in the new General Plan, along with a number of other issues. Ongoing and focused attention on conservation financial management, attention to the needs of essential City functions and services, realistic priority-setting, and promotion of economic development to strengthen the local economy are merited to ensure that core services and community assets can be maintained at an acceptable level.

PUBLIC COMMENT:

No public comments have been received as of the writing of this staff report.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to scheduled meeting date.

FISCAL IMPACT

There is no direct fiscal impact associated with the recommended action tonight.

Attachments:

1. Water Production and Usage/Wastewater Statistics 2021 (Includes Solar Data)
2. Ground Water Level Data 2021
3. Fire Statistics 2021
4. Police Statistics 2021
5. General Plan Implementation Update (as of Oct 2022)

**CITY OF SEBASTOPOL
WATER PRODUCTION AND USAGE, AND WASTEWATER STATISTICS
FOR ANNUAL LEVEL OF SERVICE REPORT
CALENDAR YEAR 2021**

This report is prepared annually by the Public Works Department, to accompany the Planning Department's Annual Level of Service Report.

The report includes statistics showing trends in water production, water consumption, and wastewater flows for the preceding ten years. Beginning in 2012, these annual reports also include information on groundwater levels in our City wells.

This portion of the report will summarize data obtained during 2021. Tables and Figures referenced in the summary are attached at the back of the document.

PART 1 – WATER PRODUCTION AND USAGE

Table 1 shows annual water production statistics for the past ten years, along with the ten-year average.

Total Annual Production from all wells decreased from 349 million gallons in 2020 to 309 million gallons in 2021, a decrease of about 11%. This year, California had an extremely dry year. Water demand remains significantly lower than when production peaked at 500 million gallons in 2004.

Population is reported by the State Department of Finance on January 1 of each year. The population figures used in this report match the DOF's most current population estimates, based on a 2020 benchmark. The population figure decreased by 2, from 7,522 (2020) to 7,520 as of January 1, 2021.

Overall **Per Capita Production** is a calculated average of all water produced divided by population. Per Capita Production decreased 8% from 123 gallons/person/day (2020) to 113 gallons/person/day in 2021.

Rainfall received during 2021 was 28.9 inches, below Mean Seasonal Precipitation for Sebastopol (35 inches per year).

Figure 1 shows some of this information in Graphic form.

Water Consumption

Water consumption by our residents and other users is tracked by monitoring billing records.

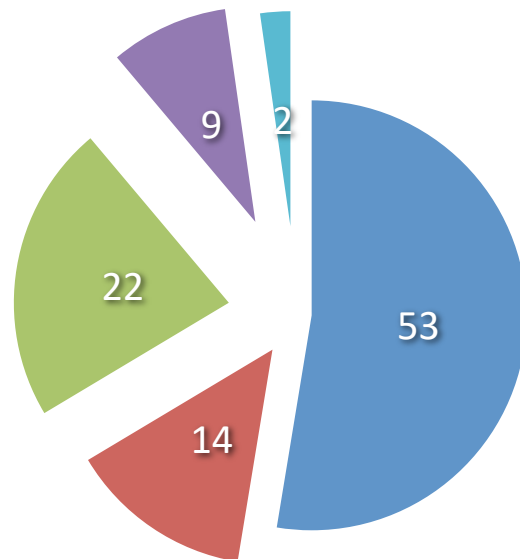
Table 2 shows the contribution of various classes of customers to total water sales in Sebastopol over the past 10 years. Figure 2 shows this information in graphic form.

The chart below shows the contribution of various classes of customers to total water sales in Sebastopol during Calendar Year 2021. The distribution of water usage between various classes has not changed appreciably over the past years.

Water Usage by Customer Class

Residential: Together, single-family and multi-family residential usage account for 66% of all water used in Sebastopol in 2021. Though *water produced* in 2021 for all uses averaged 113 gallons/person/day, actual billing records show that residential customers in Sebastopol use substantially less water on a per capita basis. Per capita *residential usage* was 68 gallons per day in 2021.

- SF RESIDENTIAL
- COMM'L/INDUSTRIAL
- OTHER (CORP YARD SALES)
- MF RESIDENTIAL
- LANDSCAPE IRRIGATION



Commercial and Institutional: 22% of water sold in 2021 was to commercial and institutional customers (churches, schools, government buildings, etc.). Usage in this customer class increased 5%.

Irrigation: Irrigation meters are required for all new multi-family and commercial uses, government and institutional buildings and City parks. In 2021, separately metered irrigation usage was 25 million gallons. This represents about 9% of all water sold.

Corporation Yard Sales: The City maintains a potable water-filling stand at the Corporation Yard. Customers for water dispensed at the stand include private contractors and water haulers, and individuals. By far the vast majority of water sold at the Corporation Yard, over 80% is purchased by potable water haulers to provide potable water to rural-residential customers in County areas around Sebastopol. The remainder is sold to haulers for dust control on construction projects inside and out of the city. About 5% is purchased by individual self-haul customers for refilling of storage tanks, and for irrigation on rural properties. Historically, sales of water at the Corp Yard ranges from about 0.3% to a little over 2% of all water sold. In 2021, about 6.4 million gallons were sold from the Corp Yard stand, or about 2% of all water produced.

Future Water Demand

The estimated water demand from projects currently approved by the City but not yet constructed is 2.6 million gallons per year. This represents the equivalent of approximately .84% of total production in 2021. The water demand for projects pending approval is estimated at an additional 7.3 million gallons per year. This is equivalent to an additional 2.4% of 2021 annual production. Table 4 shows projects included in these calculations.

Groundwater Levels

Sebastopol is dependent on our municipal wells for water to supply our customers. During Fiscal Year 2021/22, the City budgeted funds to upgrade data-loggers (transducers) in all of our City wells. The City has retained the services of our consultants at PES to oversee the monitoring of ground water levels, maintain the monitoring equipment, supplement it with hand measurements when needed, and to prepare quarterly reports. The City received the 2021 report April 28, 2022. The report is attached and is on the Public Works Department web page.

Groundwater Management

California obtains between a third and half of its fresh drinking water from groundwater aquifers accumulated in subsurface basins formed by underlying geologic formations. It has long been recognized that the ability of these aquifers to continue to provide sustainable water supply is critical to the water needs of California as a whole. The Sustainable Groundwater Management Act became law in 2014 (known as SGMA, pronounced “sigma”) with the final version of the accompanying regulations issued during 2017. SGMA sets goals for developing Groundwater Sustainability Plans (GSP) for each basin in order to provide a framework to preserve, recharge, and nurture these groundwater basin aquifers.

SGMA requires that basins with elevated risk factors regarding recharge and sustainability must comply with SGMA by developing a GSP. Basins with low assessed risks do not have to establish a GSP. The GSP is to be developed and managed by a newly established Groundwater Sustainability Agency (GSA). SGMA stipulates that GSA members must be local government entities, and either provide/supply water, or regulate water, or have land use responsibilities. The SRP was given a high enough risk assessment to require the GSA formation and GSP development.

There are three basins in Sonoma County that need to comply with the State’s Sustainable Groundwater Management Act (SGMA): Santa Rosa Plain, Petaluma Valley, and Sonoma Valley, all of which must be managed locally. The Groundwater Sustainability Agencies were created in 2017. The county, cities, towns, and special districts have supported the SRGSA for the first five years. In total, local agencies have paid more than \$2 million to support the GSA, and this has been matched by state grants and technical assistance of about \$2.4 million.

When the GSA formed, the City of Sebastopol (City), an eligible member of the Santa Rosa Plain GSA according to SGMA, elected to participate in the formation of the SRGSA and serve on an advisory committee. At the time the JPA was being developed, only a small portion of the city was located within the Bulletin 118 boundaries of the Santa Rosa Plain groundwater subbasin, and a majority of the City (including all of its municipal wells) was located in the Bulletin 118 boundaries of the Wilson Grove Formation Highlands groundwater basin. In collaboration with the SRGSA, the City applied to the California Department of Water Resources (DWR) for a jurisdictional modification to the Bulletin 118 boundary to incorporate the entirety of the city within the Santa Rosa Plain groundwater basin. DWR approved the jurisdictional boundary modification in February 2019. At the August 2019 meeting, the Board admitted the City to the SRGSA as a new member. Execution of the Joint Exercise of Powers Agreement and satisfaction of financial obligation for membership have been completed by the City.

As of May 2022, the GSA is currently holding public workshops to discuss the existing fee structure and options for modifying the fee structure. The current fee, which the City currently pays, is \$19.90 per acre-foot of groundwater pumped annually. This is equivalent to \$9.95 per parcel annually for rural homeowners located within the GSA boundary. Since 2019, only municipal pumpers have paid the groundwater sustainability fee, and the County and Sonoma Water have provided contributions to the GSA to cover all other groundwater pumper fees while a Groundwater Sustainability Plan (GSP) was developed. The GSP, funded by a Prop 1 grant, was completed and submitted to DWR in January 2022.

The new fee level under consideration is \$35-50 acre-feet per year, which for rural homeowners would be \$18-\$25 per parcel annually.

PART 2 – WASTEWATER

Sebastopol maintains a sanitary sewer collection system and pumping stations that transfer wastewater from Sebastopol to the Sub-regional Water Reclamation System Treatment Plant operated by the City of Santa Rosa on Llano Road. As a partner in the Sub-regional system, Sebastopol has an entitlement to treatment capacity up to 840,000 gallons, or 0.84 million gallons per day (mgd) Average Daily Dry Weather Flow. Average Daily Dry Weather Flow (ADDWF) is computed using metered wastewater flows through the Morris Street Lift Station during the dry-weather months of each year (typically between May and September) with the lowest rainfall.

Average Daily Dry Weather Flow

Table 3, Average Daily Dry Weather Flow at Morris Street Lift Station, shows current and past years' ADDWF, Population, Percent of Treatment Capacity Used, Per Capita Sewer Flows and Annual Rainfall.

Figure 3 shows ADDWF, compared to Treatment Capacity Entitlement, annual rainfall and average rainfall in graphic form.

For 2021, Average Daily Dry Weather Flow (ADDWF) was 0.408 mgd, or about 49% of our treatment entitlement.

Sewer Flows, Project Commitments and Treatment Capacity

Sebastopol's ability to accommodate future development is limited by our entitlement in the Sub-regional Water Reclamation System. To estimate the treatment capacity available for future development, we calculate estimated flows from current project commitments. Table 4 provides information about estimated future water and sewer demand attributable to currently Approved Projects and Projects Pending in the planning process.

Projected sewer demand (ADDWF) for Approved Projects is 0.006 mgd.
 Projected sewer demand (ADDWF) for Applications Pending is 0.011 mgd.

Using these figures, we can compare current and future flows to treatment capacity as shown in the following table:

Wastewater Treatment Capacity Based on Current Year Statistics

	MGD
Average Daily Dry Weather Flow, 2021 (Table 3)	0.408
Treatment Capacity Reserve per General Plan (5% of entitlement)	0.042
Estimated Flows from Approved Projects (Table 4)	+0.006
Subtotal – Treatment Capacity Used, Reserved and Committed	0.456

Current Capacity Entitlement in Sub-regional Treatment System	0.840
Less Treatment Capacity Used, Reserved and Committed	-0.456
Remaining Treatment Capacity Available for future Growth	0.384
Less Treatment Capacity Demand from Pending Applications (Table 4)	-0.011
Remainder Available for New Projects	0.373

0.373 mgd represents approximately 45% of our total treatment capacity and would be equivalent to projected flows from 2,415 new single-family homes (assumes sewer flow from a typical single-family residential unit is 157 gpd).

PART 3 – MEETING OUR CONSERVATION GOALS

Water demand in any given year may vary due to a number of factors including weather patterns, the economy in general and rate increases. However, water usage is also affected by changing land use patterns, conservation efforts, rate increases and changes in the public attitude towards the need to conserve resources. Overall in 2021, water usage decreased by about 13% from the previous year of 2020.

PART 4 – SOLAR PANELS ENERGY PRODUCTION & ENERGY SAVINGS

The Corporation Yard and Ives Pool solar panels and inverters were replaced in March 2019 under a factory warranty litigation program at no cost to the city, and a replacement inverter is on order for the Police Department.

The City received a status report of solar installations and energy production and savings. The report and table are attached.

Attachments:

TABLES FOR ANNUAL LEVEL OF SERVICE REPORT FOR 2021

- Table 1 Water Production
- Figure 1 Water Production, Population and Rainfall (Graph)
- Table 2 Water Sales by Customer Class
- Figure 2 Water Sales by Customer Class (Graph)
- Table 3 Average Daily Dry Weather Flows at Morris Street Lift Station
- Figure 3 Average Daily Dry Weather Flow v. Treatment Capacity (Graph)
- Table 4 Estimated Sewer and Water Demand from Future Development

SOLAR PANELS ENERGY PRODUCTION & ENERGY SAVINGS

Status Report of Solar Installations for the City of Sebastopol February 22, 2021–February 15, 2022

Table of Energy Production and Energy Savings

GROUNDWATER LEVEL DATA TRANSMITTALS (PES Environmental, Inc.)

- 2021 Groundwater Level Data April 28, 2022

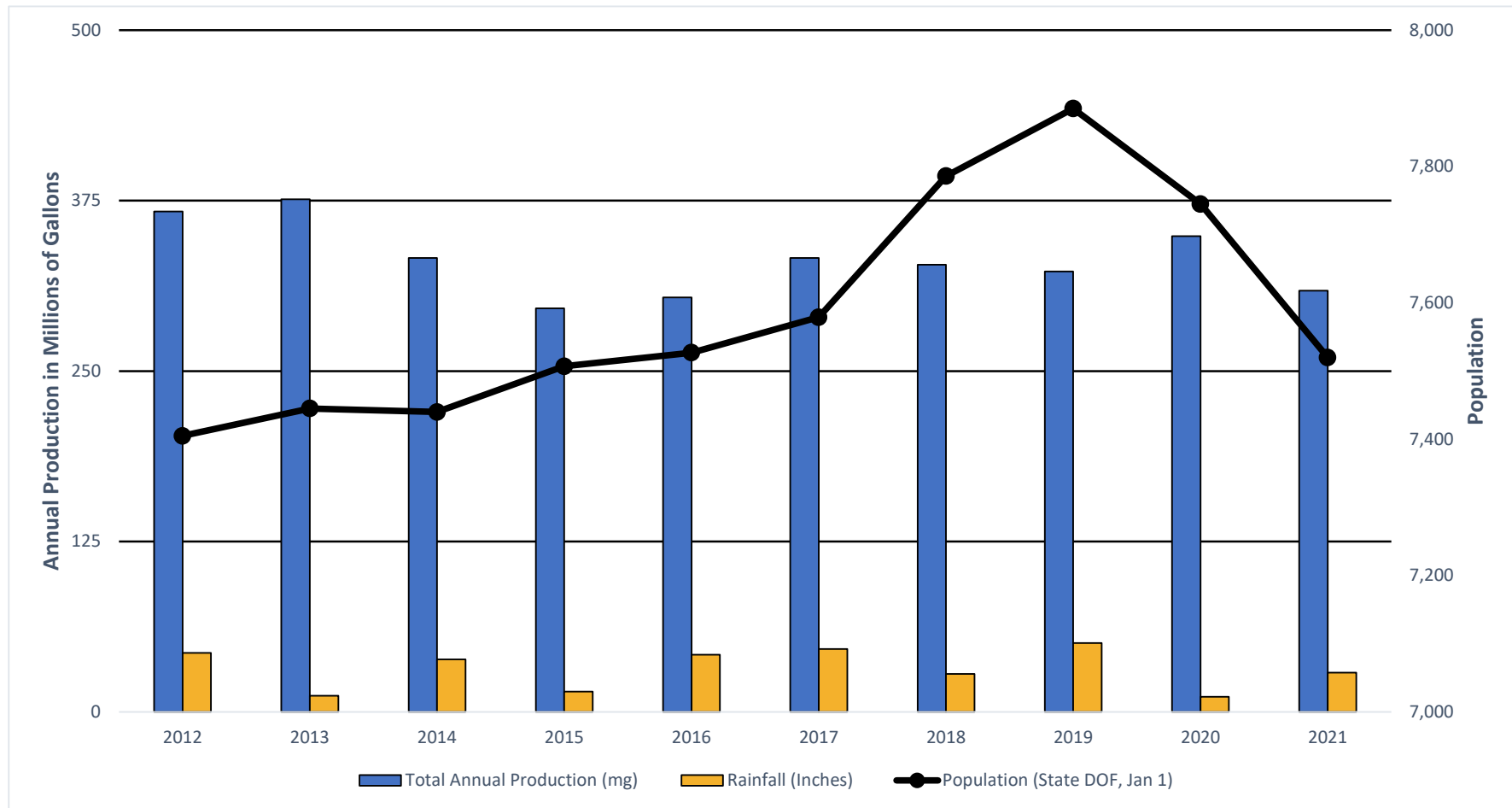
**Table 1
Water Production**

CALENDAR YEAR	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	10-YR Average
Total Annual Production (mg)	367	376	333	296	304	333	328	323	349	309	332
Average Day (mg)	1	1	0.9	0.8	0.8	0.9	0.9	0.9	1.0	0.8	0.9
Population (State DOF, Jan 1)	7,405	7,445	7,440	7,507	7,527	7,579	7,786	7,885	7,745	7,520	
Average Production Per Capita Per Day (gallons)	136	138	123	108	111	120	115	112	123	113	120
Maximum Month (mg)	45	40	43	35	40	44	44	43	43	40	42
Maximum Day (mg)	1.8	1.5	2.1	1.3	1.4	2.1	1.5	1.4	2.2	2.0	1.7
Average Day in Maximum Month (mg)	1.5	1.3	1.4	1.2	1.3	1.5	1.4	1.2	1.8	1.3	1.4
Maximum Well Capacity* (gpm)	2,550	1,800	1,800	2,257	2,257	2,300	2,300	2,300	2,300	2,300	
% Total Production to Max Production	27%	40%	35%	25%	26%	28%	27%	27%	29%	26%	
Amount of Water Billed (mg)	338	350	311	277	286	296	294	288	324	283	305
Un-metered Water Usage**(mg)	2.1	3	1.5	0	0	0.5	2	2	2.1	1.5	1
Total Reported Use	340.1	353	313	277	286.1	296.5	296	290	326.1	284.5	306
Unaccounted-for Water (mg)	26.9	23	20	19	17.9	36.5	32	33	22.9	24.5	26
Unaccounted-for Water % of Total Production	7%	6%	6%	6%	6%	11%	10%	10%	7%	8%	8%
Rainfall (Inches)	43.3	11.83	38.63	15.01	41.98	46.23	27.85	50.52	11.1	28.9	32

*Based on pumping capacity of active wells in operation during the calendar year.

**Un-metered Water Usage is reported by Public Works (for testing of new mains, hydrant flushing, estimated losses from main breaks and leaks, Ives Pool, street sweeping and sewer maintenance activities) and by the Fire Department (for fire suppression, hydrant testing and training activities).

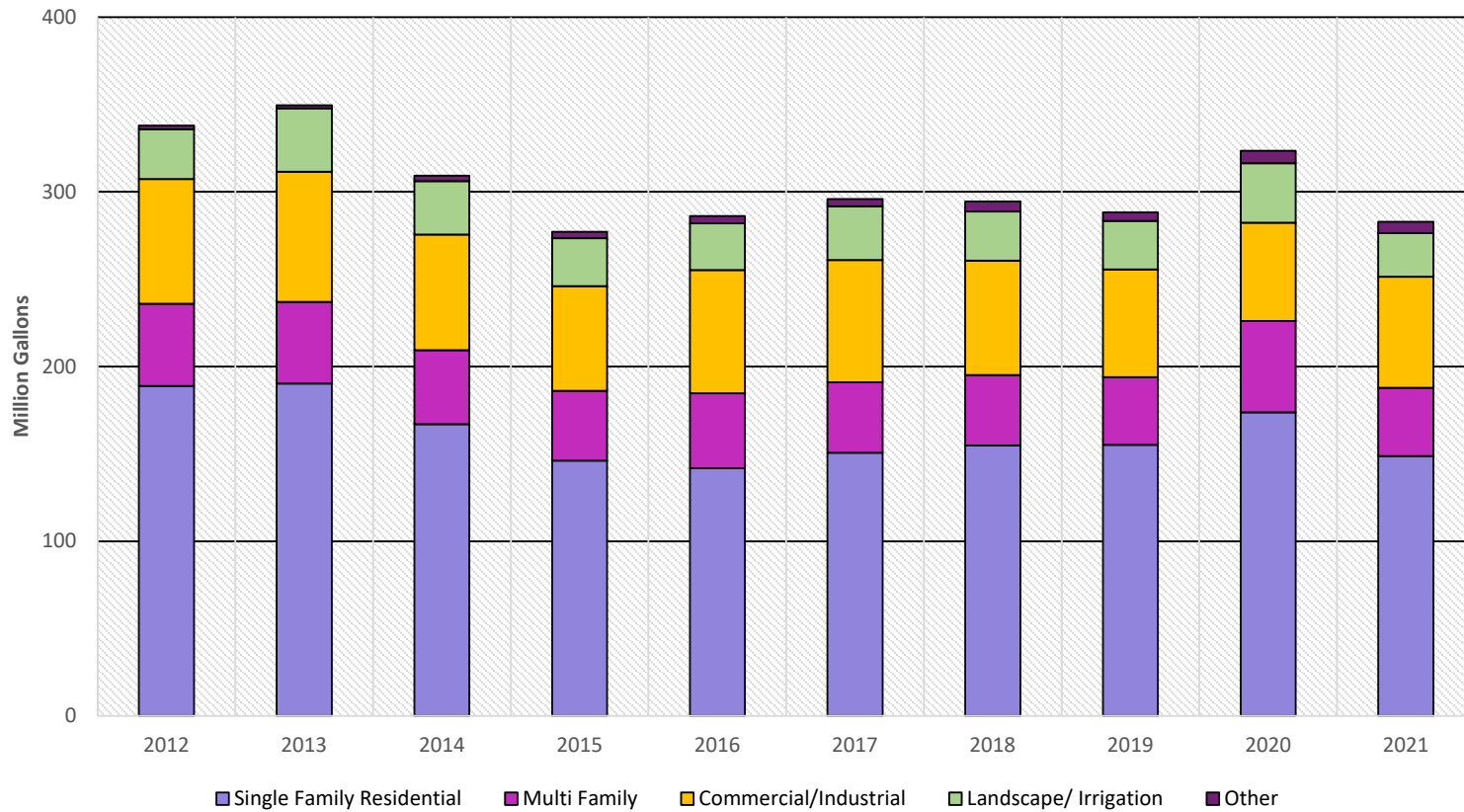
Figure 1
Water Production v. Rainfall and Population



**Table 2
WATER SALES by CUSTOMER CLASS
(In Million Gallons)**

YEAR	Single Family Residential	Multi-Family Residential	Total Residential Water Sales	Commercial/ Institutional	Landscape/ Irrigation	Corp Yard	TOTAL WATER SALES ALL USES	Population per State Department of Finance	Residential Water Sold - Gallons per Person per Day	All Water Sold - Gallons per Person per Day
2012	188.8	47.1	235.9	71.5	28.5	2.1	338	7,405	87	125
2013	190.2	46.8	237	74.5	36.4	1.7	349.6	7,445	87	129
2014	166.9	42.5	209.4	66.2	30.5	3.1	309.2	7,440	77	115
2015	146.2	39.9	186.1	59.9	27.4	3.7	277.1	7,507	68	108
2016	141.8	42.9	184.7	70.6	26.6	4.2	286.1	7,527	67	111
2017	150.6	40.3	190.9	70.1	30.7	4.2	295.9	7,579	69	120
2018	154.9	40.2	195.1	65.6	28	5.8	294.5	7,786	69	104
2019	155.2	38.7	193.9	61.6	27.8	4.9	288.2	7,885	67	100
2020	173.8	52.2	226	56.3	34.0	7.2	323.5	7,745	80	114
2021	148.8	39.1	187.9	63.5	25.1	6.4	282.9	7,520	68	103

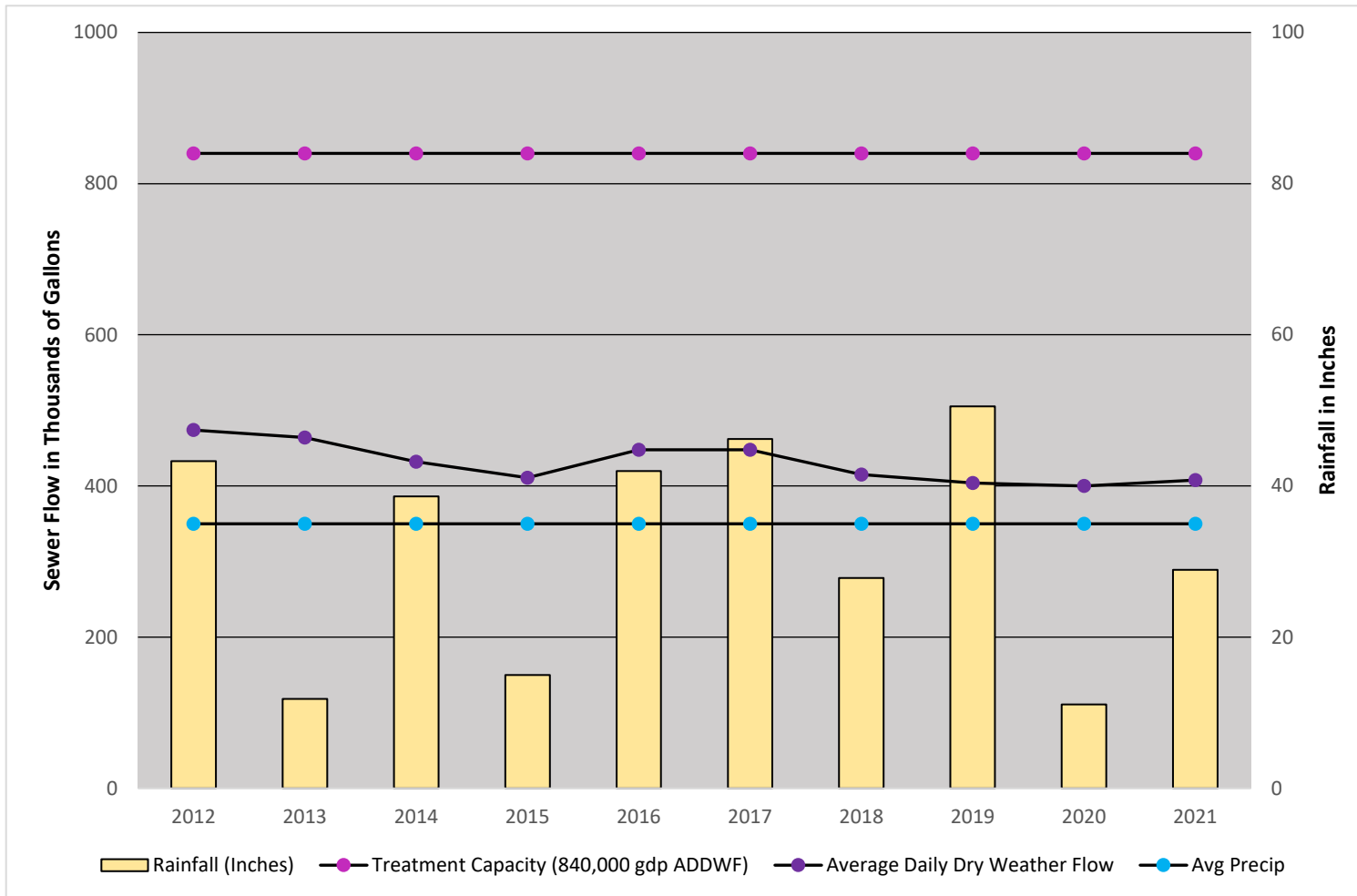
**Figure 2
WATER SALES BY CUSTOMER CLASS**



**Table 3
Average Daily Dry Weather Flow at Morris Street Lift Station**

Calendar Year	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Dry Weather Flow (MGD)										
May	0.489					0.468	0.435			0.425
June	0.467		0.438	0.41	0.463	0.455	0.406	0.415		0.408
July	0.465	0.467	0.428	0.404	0.438	0.426	0.399	0.394	0.399	0.396
August	0.47	0.461	0.43	0.419	0.443	0.445	0.427	0.405	0.399	0.402
September	0.48	0.467			0.449		0.409	0.404	0.402	
October		0.463							0.398	
Average Daily Dry Weather Flow (MGD)	0.474	0.464	0.432	0.411	0.448	0.448	0.415	0.404	0.400	0.408
Treatment Capacity Used	56%	55%	51%	49%	53%	53%	49%	48%	48%	49%
Population	7,405	7,445	7,440	7,507	7,527	7,579	7,786	7,885	7,745	7,520
Per Capita ADDWF(GPD)	64	60	58	55	60	60	53	51	52	54
Rainfall (Inches)	43.3	11.83	38.63	15.01	41.98	46.23	27.85	50.52	11.1	28.9

Figure 3
Average Daily Dry Weather Flow v. Wastewater Capacity and Rainfall



**Table 4
ESTIMATED SEWER AND WATER DEMAND FROM FUTURE DEVELOPMENT**

APPROVED PROJECTS	Street Address	Single Family Residential Units	Multi-Family Residential Units	Hotel Rooms	Office, Commercial, Industrial Square Feet
Mixed-Use	7631 Healdsburg Ave.	1	1		1592
House, Accessory Unit	7424 Calder Ave.	1	1		
Hotel Sebastopol	6828 Depot St.			66	65855
ADU	7325 Healdsburg Ave.		1		
TOTAL APPROVED		2	3	66	67447
PENDING PROJECTS					
Pendent Homes (Huntley Square)	7950 Bodega Ave.	10			
Woodmark Apartments	7716/7706 Bodega Ave.		84		
Habitat for Humanity	333 N Main St.	4			
Benedetti Tire (Carwash)	6809 Sebastopol Ave.				4295
TOTAL PENDING		14	84	0	4295
		Water	Sewer		
Estimated Demand from Approved Projects		2.6 million gallons/year	0.006 million gallons/day		
Estimated Demand from Pending Projects		7.3 million gallons/year	0.011 million gallons/day		
TOTAL APPROVED AND PENDING		9.9 million gallons/year	0.017 million gallons/day		



Status Report of Solar Installations for the City of Sebastopol

February 22, 2021 to February 15, 2022

Summary

On February 15, 2022 Solar Works inspected all ten solar installations owned by the City of Sebastopol. These include Well #4, Corporate Yard, City Hall, Youth Annex, Community Center, Morris Lift Station, Fire Station, Police Station, Garzot Building and Ives Pool. Of the 35 inverters installed all are performing as expected. (See details below).

Total Production and Energy Savings

The sum total production of the ten City-owned systems for this reporting period was 289,453 kilowatt-hours. Based on an estimated average cost per kilowatt-hour of \$0.45, this equates to a savings of \$130,254 for the period, or an average of \$10,915 per month.

Technical Issues and Needed Repairs

These inverters need service or repair. Please note that costs are estimates, presented here to give a scope of the costs. Actual costs will vary, depending on the final diagnosis and remedy.

Component	Problem	Recommendation	Estimated Cost
No Repairs needed.			
		Estimated Total:	

Recommendations

Malfunctioning inverters do not contribute to savings. It therefor makes sense to invest in the repairs, since the cost would be recouped in about a year. Some additional costs may be incurred to upgrade systems for compatibility with modern equipment, which cannot be determined at this time. These are expected to be relatively minor expenses, though. Please let us know if you'd like to proceed with repairs by calling our office at (707) 829-8282.





April 28, 2022

954.001.03.004

City of Sebastopol
Public Works Department
Attention: Dante Del Prete, Superintendent
714 Johnson Street
Sebastopol, California 95472

**Re: Groundwater Level Data Transmittal
January through December 2021
City of Sebastopol
Sebastopol, California**

Dear Mr. Del Prete:

This data transmittal has been prepared by PES Environmental, Inc., an NV5 Company (PES), on behalf of the City of Sebastopol (City) to summarize the results of the groundwater level monitoring program performed in 2021 (January through December). The following sections of this transmittal summarize the activities performed and data collected for the subject monitoring period.

GROUNDWATER LEVEL MONITORING PROGRAM

The activities performed for the monitoring period (January through December) included: (1) recording groundwater levels in five City production wells; (2) summarizing regional precipitation data; and (3) preparing groundwater level hydrographs.

Groundwater Level Measurements

Groundwater level data collected during the subject monitoring period (January through December 2021) included groundwater elevations from five City production wells: inactive municipal Well #5, and active municipal Wells #4, #6, #7, and #8. These wells were equipped with Solinst, Inc. (Solinst), electronic submersible “LT Edge Levellogger” absolute (i.e., un-vented) pressure transducers and data logger systems. Additionally, a Solinst “LT Edge Barologger” is installed within Well #4 to provide baseline data for barometric compensation. The pressure transducers/data loggers are programmed to record pressure-head measurements at 20-minute intervals. The pressure-head measurements were barometrically compensated and correlated to groundwater level measurements obtained manually using an electronic water level sounder.

Mr. Dante Del Prete
April 28, 2022
Page 2 of 3

Due to malfunctions of the telemetry system at Wells #4 and #6, groundwater elevation data were not available for portions of the monitoring period (i.e., August 20th through October 20th for Well #4 and July 14th through October 20th for Well #6). Due to obsolescence of Solinst telemetry units and continued malfunctions/failures of the Solinst equipment, new water level monitoring systems were installed in the five City of Sebastopol wells on October 21, 2021. PES equipped the wells with In-Situ Inc., electronic submersible “LevelTroll®” vented water level pressure transducers and “VuLink®” cellular telemetry devices. The vented pressure transducers automatically compensate for barometric pressure changes. The VuLink® device installed at Well #8 ceased transmitting data on December 5, 2021 and was sent to the manufacturer for evaluation. In-Situ provided a new replacement unit, which will be installed at Well #8 following the City’s pump replacement project. PES understands the pump replacement work is anticipated to be completed in June 2022.

Precipitation Data

Daily precipitation records maintained by the National Oceanic and Atmospheric Administration are summarized on Table 1. The precipitation data (reported in total inches per day) were measured at the Sonoma County Airport, Santa Rosa, California (Station ID: USW00023213). As indicated in Table 1, a total of 30.00 inches of rain was recorded during the monitoring period.

Groundwater Level Hydrographs

Following conversion of the pressure-head measurements to depth-to-groundwater levels, groundwater level hydrographs were prepared for each of the five City wells (Plates 1 through 5). During the subject monitoring period (January through December), observed groundwater levels were generally stable with seasonal variations related to precipitation and associated groundwater recharge.

CLOSURE

PES appreciates the opportunity to be of service to the City and in providing assistance with the Groundwater Level Monitoring Program. Should you have any questions regarding this information, please call Pete Gorman at (415) 798-3029.

Yours very truly,

PES ENVIRONMENTAL, INC., AN NV5 COMPANY



Peter D. Gorman, P.G., C.HG.
 Associate Hydrogeologist



Carl J. Michelsen, P.G., C.HG.
 Principal Geochemist

cc: Reyna Ramirez – City of Sebastopol (paper copy)

Mr. Dante Del Prete
April 28, 2022
Page 3 of 3

Attachments: Table 1 – Summary of Precipitation Totals
Plate 1 – Groundwater Level Hydrograph, Municipal Well #4
Plate 2 – Groundwater Level Hydrograph, Municipal Well #5
Plate 3 – Groundwater Level Hydrograph, Municipal Well #6
Plate 4 – Groundwater Level Hydrograph, Municipal Well #7
Plate 5 – Groundwater Level Hydrograph, Municipal Well #8

PES Environmental, Inc., an NV5 Company

TABLE

Table 1
Summary of Precipitation Totals
Sonoma County Airport
Santa Rosa, California

Day	Daily Precipitation Totals (inches) for 2021											
	Jan-2021	Feb-2021	Mar-2021	Apr-2021	May-2021	Jun-2021	Jul-2021	Aug-2021	Sep-2021	Oct-2021	Nov-2021	Dec-2021
1	0.06	0.41	--	--	--	--	--	--	--	--	0.66	--
2	0.07	0.18	--	--	--	--	--	--	--	--	--	--
3	0.02	T	--	--	--	--	--	--	--	--	0.20	--
4	0.73	--	--	--	--	--	--	--	--	--	0.08	--
5	--	--	0.25	T	--	--	--	--	--	--	T	0.03
6	0.19	--	0.02	--	--	--	--	--	--	--	T	--
7	0.04	--	--	--	--	--	--	--	--	--	--	0.03
8	0.17	--	0.14	--	--	--	--	--	--	--	1.06	--
9	--	T	0.40	--	--	--	--	T	--	--	0.85	--
10	0.03	--	0.37	--	--	--	--	0.04	--	--	T	--
11	--	0.63	--	--	--	--	--	--	--	--	--	0.04
12	T	T	--	--	--	--	--	--	--	--	--	1.82
13	--	0.11	--	--	--	--	--	--	--	--	--	1.13
14	--	0.08	0.40	--	--	--	--	--	--	--	--	0.19
15	--	0.03	--	--	--	--	--	--	--	--	--	1.04
16	--	--	--	--	--	--	--	--	--	--	--	0.02
17	--	--	--	--	--	--	--	--	0.09	--	T	--
18	--	0.08	1.06	--	T	--	--	0.07	T	0.01	--	--
19	--	0.09	0.01	--	--	--	--	--	0.76	0.05	--	--
20	--	0.16	--	--	--	--	--	--	0.70	--	--	T
21	--	--	--	--	--	--	--	--	0.89	--	--	0.33
22	0.17	--	--	--	--	--	--	--	0.75	--	--	0.31
23	--	--	--	--	--	T	--	--	0.97	--	T	1.18
24	0.08	--	--	T	--	--	--	--	6.09	T	T	0.04
25	--	--	--	0.08	--	--	--	--	0.26	--	--	0.61
26	1.50	--	--	0.01	--	--	--	--	0.09	--	--	0.29
27	0.64	--	--	--	--	--	--	--	--	--	--	0.36
28	0.16	--	--	--	--	--	--	0.04	--	--	--	0.19
29	--	na	--	--	--	--	--	--	--	--	T	0.14
30	--	na	--	--	--	--	--	--	--	--	T	--
31	0.03	na	--	na	--	na	--	--	0.07	--	T	--
Total (inches)	3.89	1.77	2.65	0.09	0.00	0.00	0.00	0.00	10.77	2.93	na	7.75
Total Precipitation (in inches) for January through December: 30.00												

Notes:
 Source of Data: National Oceanic and Atmospheric Administration (NOAA)
 Preliminary Record of Climatological Observations for Sonoma County
 Airport - Cooperative Station Network (Station ID: USW00023213)
 -- = No measurable/reported precipitation
 T = Trace precipitation event
 na = Not Applicable

PES Environmental, Inc., an NV5 Company

PLATES

Plate 1
Groundwater Level Hydrograph - Well #4
City of Sebastopol Municipal Wellfield
Sebastopol, California

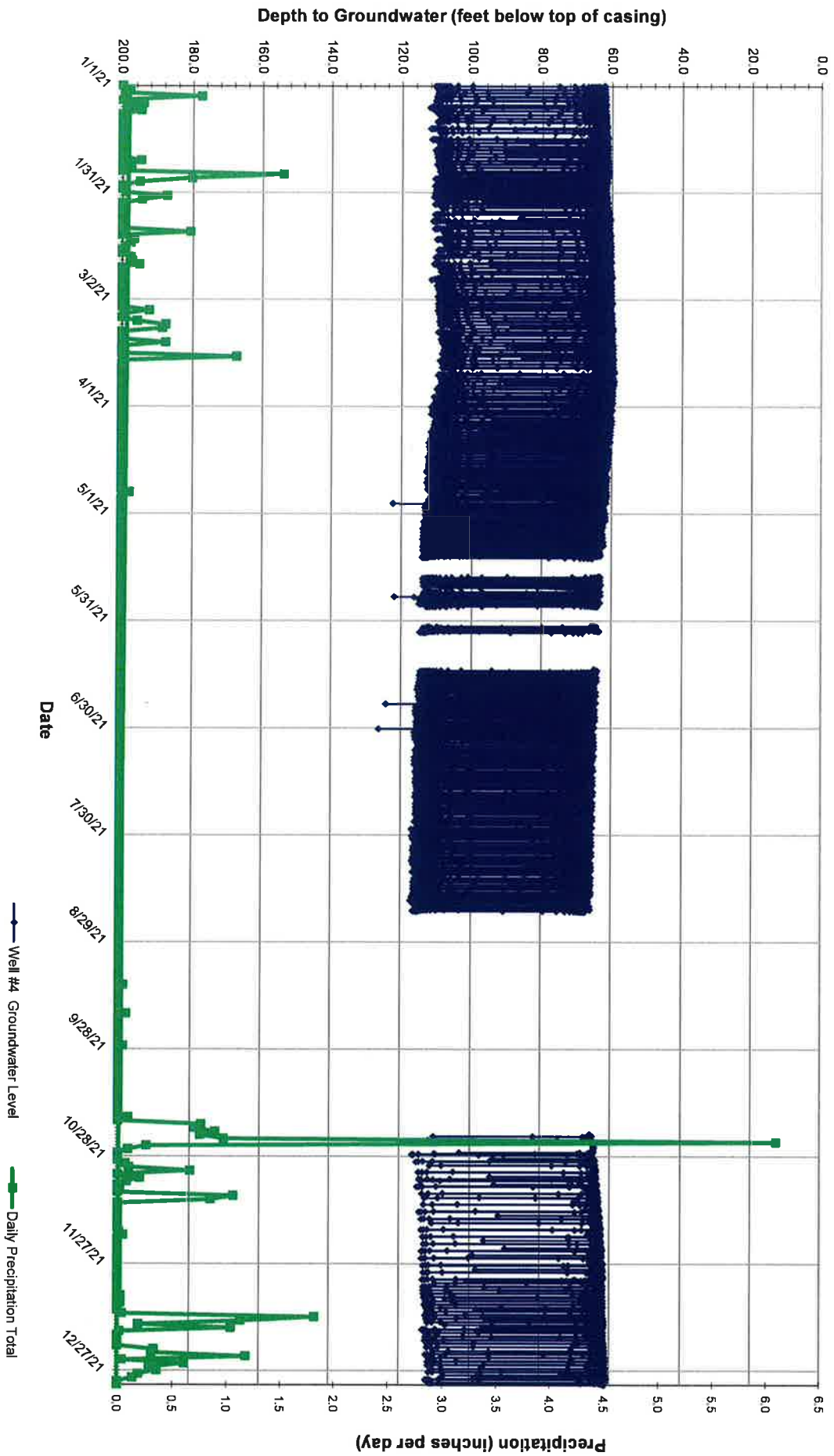


Plate 2
Groundwater Level Hydrograph - Well #5
City of Sebastopol Municipal Wellfield
Sebastopol, California

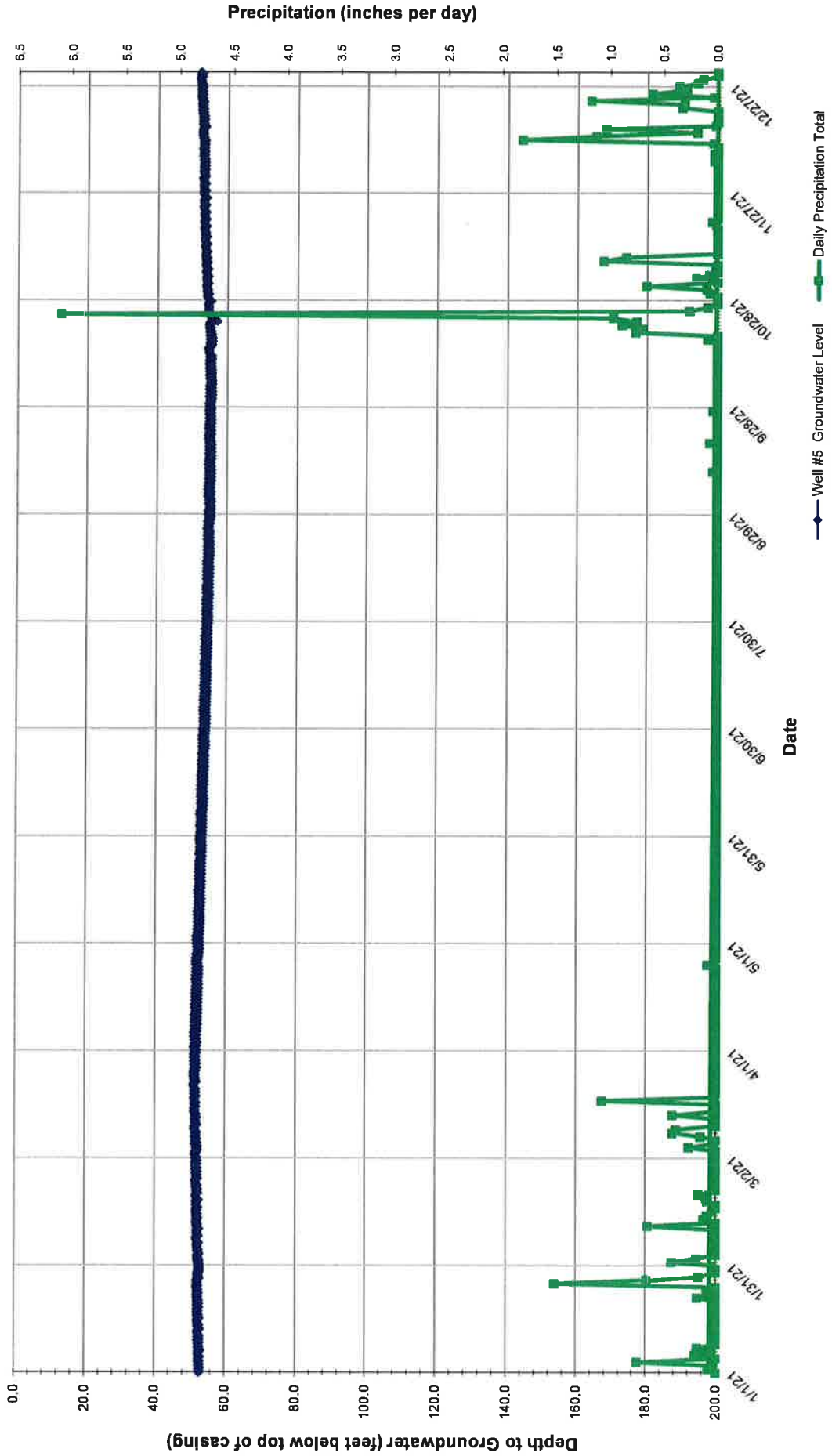


Plate 3
Groundwater Level Hydrograph - Well #6
City of Sebastopol Municipal Wellfield
Sebastopol, California

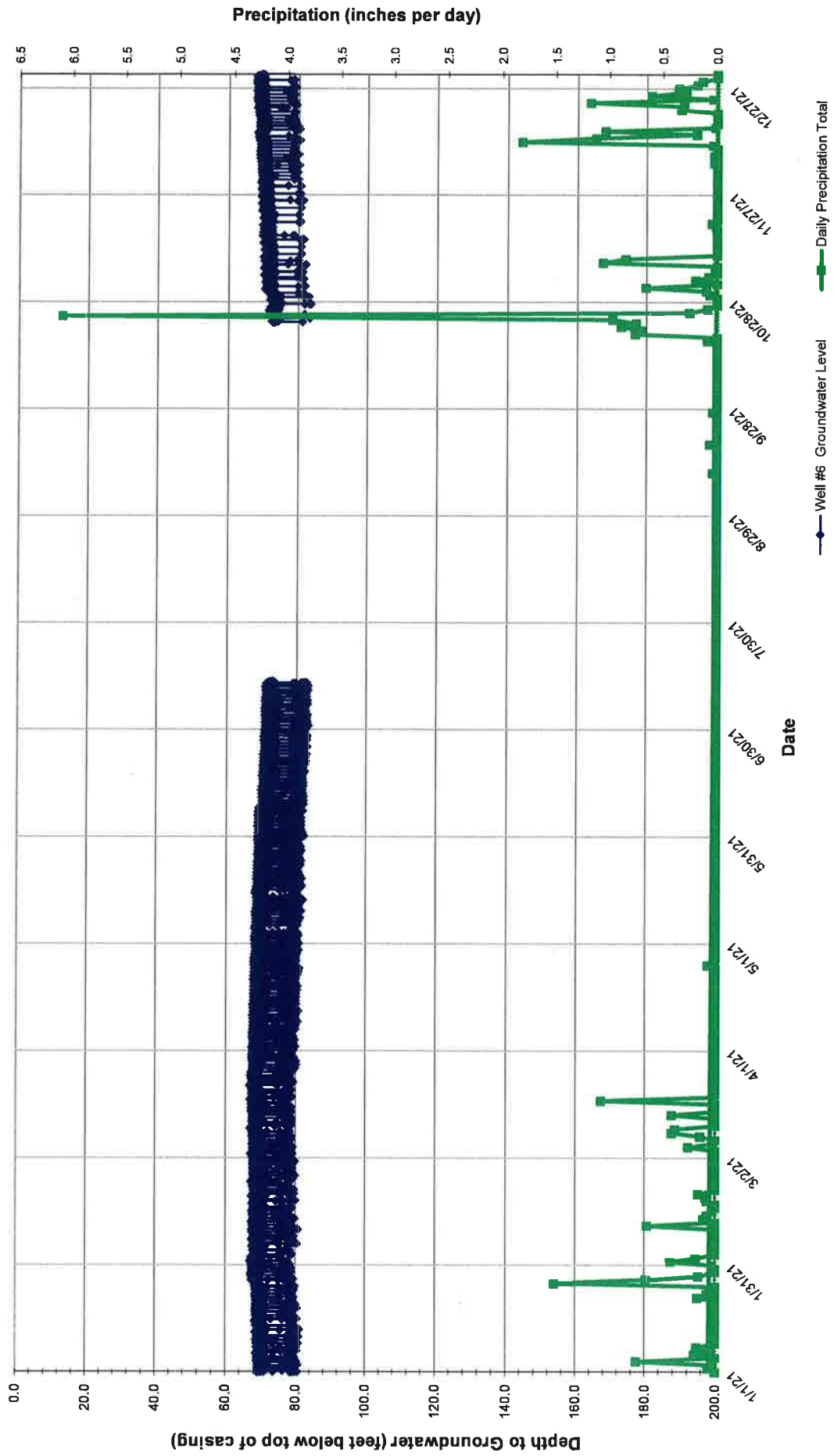


Plate 4
Groundwater Level Hydrograph - Well #7
City of Sebastopol Municipal Wellfield
Sebastopol, California

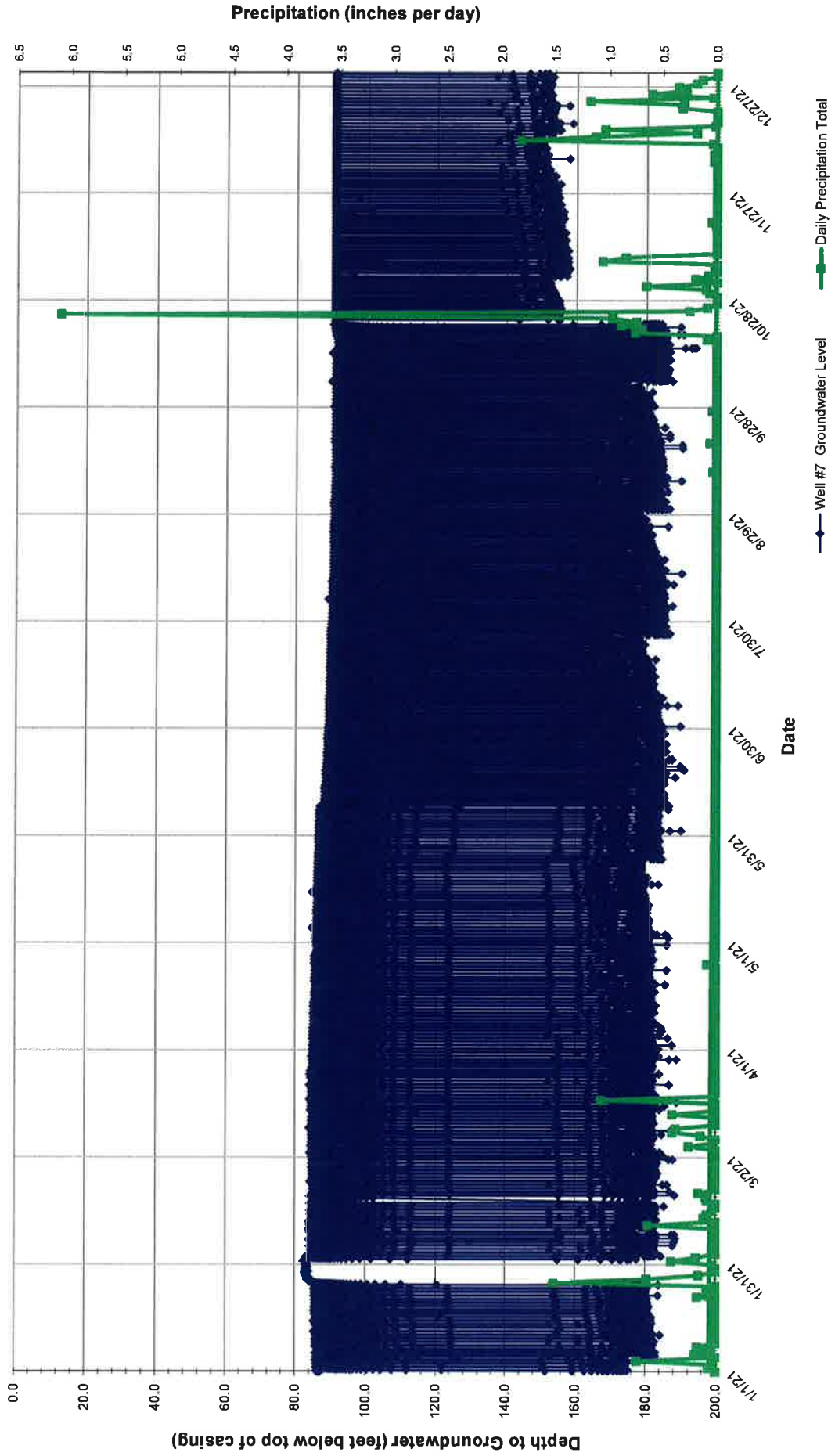
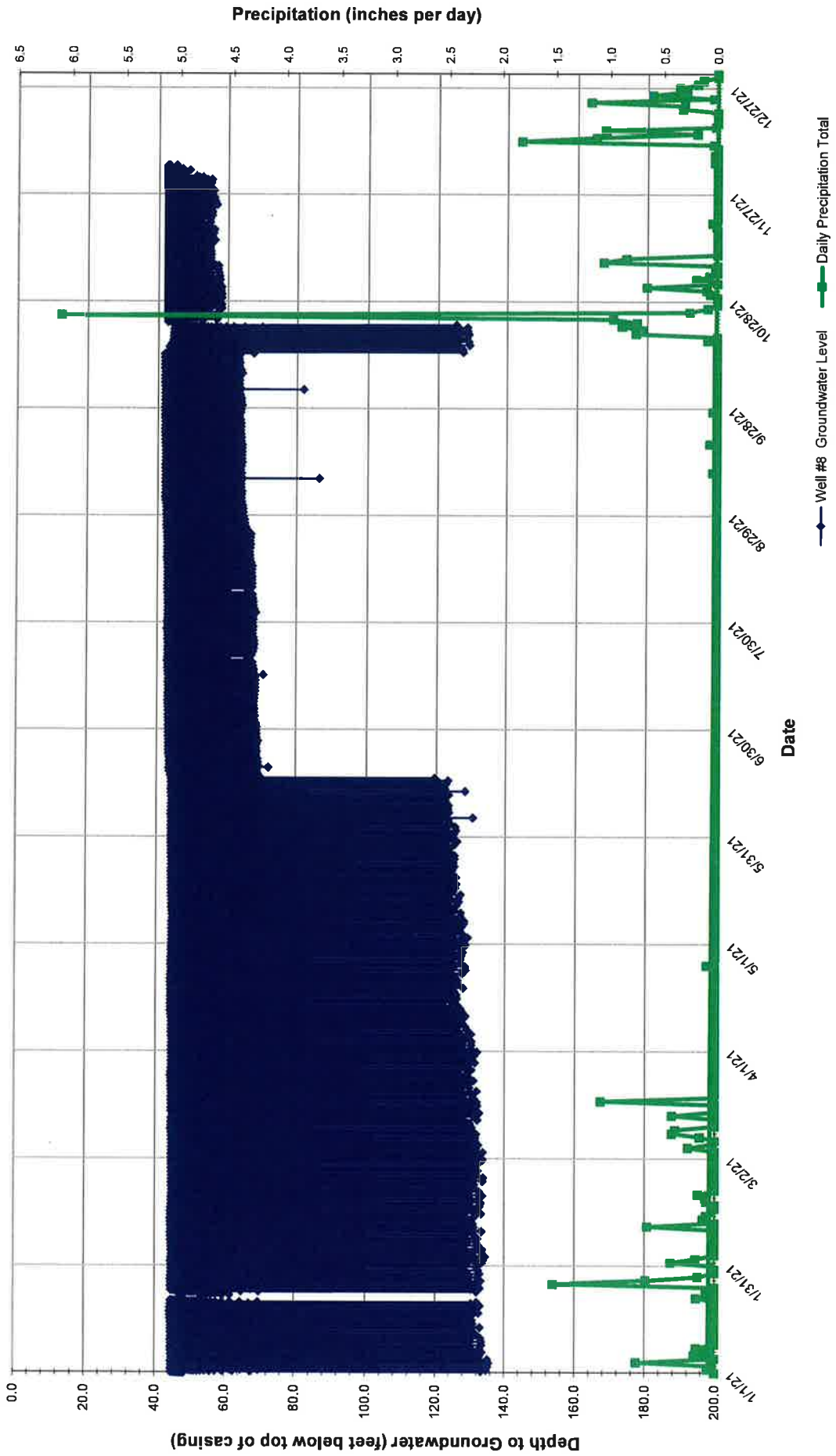


Plate 5
Groundwater Level Hydrograph - Well #8
City of Sebastopol Municipal Wellfield
Sebastopol, California

DRAFT





City of Sebastopol

FIRE DEPARTMENT

7425 Bodega Ave.

Sebastopol, CA 95472

707 823-8061

Fax 823-4703

Bill Braga

Fire Chief

SEBASTOPOL FIRE DEPARTMENT **2021 ANNUAL RECAP** **INCIDENTS**

- Emergency Calls for Service:
 - **Year-to-Date = 1269**
 - Types:
 - Medical/Vehicle – 689 (54%)
 - Public Service – 77 (6%)
 - Fire Alarms – 74 (6%)
 - Hazmat/Spills – 67 (5%)
 - Good Intent – 315 (25%)
 - Fires/Misc – 47 (4%)



City of Sebastopol

FIRE DEPARTMENT

7425 Bodega Ave.
Sebastopol, CA 95472
707 823-8061
Fax 823-4703



Bill Braga
Fire Chief

March 8, 2022

2021 Level of Service Report Sebastopol Fire Department

5. Fire

Standard: Per National Fire Protection Agency (NFPA) 1720, Standard for Volunteer Firefighters, volunteer staffed fire departments, shall have a maximum response time of 9 minutes and assemble 15 firefighters on the scene of structure fires 90% of the time.

Present Situation: The average response time over the last 4 years is 5:30 minutes for 80% of calls, and 6:30 minutes for 100%. We currently have a volunteer staff of 28 members. 24 active members and 4 reserve members. We continue to recruit new firefighters. This is an area of major concern with increased response times and increased call volume. We offer additional paid fire shifts, Monday through Friday, where the highest percentage of Emergency Calls for Service happen during weekdays, 7am-7pm. We continue to offer paid shifts for every weekend, including holidays. We are starting to hire full-time firefighters to support the increased daytime emergency calls for service and response times. A full-time Fire Engineer was hired in June 2020.

The Sebastopol Fire Department responded to 1269 calls for service in 2021. Calls for service in 2020 were 1164, 2019 had 1306, and 2018 had 1190. Our four-year average is 1232 calls for service. Over 60% of our calls for service continue to be medical related. We continue to see increased calls for service on an annual basis. There was a reduction in calls for 2020 due to the start of the COVID-19 Pandemic.

The City currently has a fire protection rating from the Insurance Services Office (ISO), of Class 3. Only 5.0% of the fire departments in the nation have a Class 3 or better rating, which speaks to the outstanding level of service provided by the City's volunteer and professional fire staff. As a volunteer fire department, an ISO Rating of 3 is the lowest and best rating possible to achieve and maintain.

Capital Equipment needs are a continuing concern. A new Type 3 Wildland Fire Engine will be ordered this Spring to replace an aging 1994 fire engine. A new Type 1 Structure Fire Engine will be placed in next year's FY2023-2024 Fire Budget. Fire Inspection and

Prevention Programs and Public Emergency Planning are two other areas where services could be enhanced. Another ongoing issue for the Fire Department is the difficulty of recruiting new volunteer firefighters as the community demographics change to an older population with fewer young families, and particularly in light of the high housing costs, which inhibits younger individuals and families from moving into the City.

We reduced the hiring age from 21 to 18, and have opened up the boundaries of either living near or working in the city. This change has benefited the department, as younger volunteers and those that do not live in the City have been added to our roster.

The City should continue to offer incentives for citizens to volunteer as firefighting staff and to retain those already volunteering. Since 2005, the department has provided a modest monetary benefit program to the volunteer firefighters based on their number of emergency responses. This program has increased the average number of firefighters per call by 25%. The program, SAFER (Staffing for Adequate Fire and Emergency Response), is 100% funded by FEMA and the Department of Homeland Security. Unfortunately, the FEMA SAFER Grant ended in 2015. I have once again adjusted this year's budget to continue this very important incentive for the volunteers. Traffic conditions and congestion also have an impact on response times. The Fire Department is continuing to look for ways to lessen the number of callouts to false alarms and unwarranted requests for calls for service. We continue to add a False Alarm or "Nuisance" call to our User Fee Schedule of \$1450.00 per incident in hopes that this would reduce the number of false alarms from businesses that have historically been repeat offenders. This has worked over the years. We estimated approximately 50 calls were eliminated based upon this new fee schedule for false alarms when it was adopted.

The new General Plan adopted the National Response Standard, as stated by the National Fire Protection Association (NFPA). The NFPA adopted Standard 1720, Standard for Volunteer Firefighters. This standard stipulates that volunteer staffed fire departments, serving an urban area (1,000 + persons per sq. mile), shall have a maximum response time of 9 minutes and assemble 15 firefighters on the scene of structure fires 90% of the time. The department assembled an average of 18 staff on fires 90% of the time, and was under 9 minutes, as stated in NFPA 1720. The 18 staff members assembled resulted from 10 Sebastopol Staff and 8 Automatic Mutual Aid Staff from Graton and Gold Ridge Fire Protection Districts. The Sebastopol Fire Department is still within compliance to the new NFPA Standard.

Determination: Response time and assembled firefighters are in Compliance and Standard has been met.

Recommendation: Response times are a critical metric within volunteer staffed fire departments. We have offered additional paid fire shifts to reduce our response times, and are working very closely with the City Council Budget Committee to budget for additional paid staff. We will continue to monitor this metric and make the necessary recommendations as needed.

Respectfully submitted,

Bill Braga, Fire Chief, Director of Emergency Services

Police Services

Standard: The General Plan requires a response time of three (3) minutes for 70 percent of calls.

Present Situation: The Sebastopol Police Department (SPD) consists of 14 full-time sworn officers, which includes the Police Chief, Police Lieutenant, four (4) Police Sergeants, and eight (8) Police Officers. The Police Department has seven (7) non-sworn support staff, which included a Police Records and Support Services Manager, five (5) Communication Dispatchers, and a Police Technician to conduct parking and animal control functions and assist with fingerprinting services. The Department also has four (4) Reserve Police Officers, and five (5) Community Service Volunteers.

SPD handled 11,137 incidents in 2021 – an average of 30 per day, of which 666 were categorized as Priority 1 (emergencies) – an average of 1.82 per day. The average response for all Priority 1 calls in 2021 was 4:52 minutes, from the time of dispatch to the time of arrival of officers at the scene of the emergency. The average time for the Communications Dispatcher to answer an emergency call for service, gather required information from the caller, and dispatch necessary resources to the scene was 1 minute 35 seconds.

During 2021, SPD officers documented 893 cases that required either a crime report, arrest report, or information report (an average of 2.45 investigative reports each day of the year.) In addition to those reports, officers issued 179 traffic citations, 185 criminal citations (for non-bookable misdemeanors or Municipal Code violations), and 690 parking citations.

Officers made 65 felony arrests (16-Property Crimes, 10-Crimes Against Persons, 24-Drug Crimes, 15-Warrant/Probation Violation/Parole Violation/Felony Evading), 244 misdemeanor arrests, and 31 arrests for people driving under the influence of alcohol and/or drugs in 2021.

During 2021, the PD faced two significant issues which affected our level of service. The biggest issue the PD faced, as with the rest of the City, was the COVID-19 pandemic. Much of the above statistical data is a direct reflection of stay-at-home orders, practicing safety protocols, and ensuring not only community safety, but safety with staff members limiting as much contact as possible with our community.

The Police Department also encountered interim and changing department leadership along with staffing issues throughout the year which resulted in operating at 60-75 percent of staffing a majority of the year. Available staffing levels were impacted because of vacant positions, work injuries, COVID exposures and quarantines, FMLA absences, and vacation and sick leaves.

Due to the aforementioned challenges, response times in 2021 slightly exceeded the standard set by the General Plan as follows:

Average response time Priority 1 calls: 3:18 minutes

Average response time Priority 2 calls: 3:52 minutes

Determination: The standard was not met for Priority 1 calls for service.

Recommendation: Though there are calls for service that require a timely response, there are many calls for service that are more effectively handled when police take their time to respond and critically assess situations. When we place desired time frames to respond to calls for service, we prioritize the quick response over the necessity of critically assessing situations through the process of slower, more methodical responses. As a result, it is recommended that the response time requirement be removed from the General Plan and state the following: “The General Plan requires a response to calls for service be done with a critical, well-thought, and meaningful assessment of the situation as the priority. Though a timely response is an expectation, a timely response does not take priority over a more methodical, critical response that may result in a more positive outcome.”

DATE	ADDRESS	OWNER	CONTRACTOR	KILOWATTS				DATE	ADDRESS	OWNER	CONTRACTOR	Generator or Energy Storage
2/25/2021	7415 Shaun Ct	Monica Crocker	Michael & Sun	8.25								
3/1/2021	955 McFarlane Ave	Gail Brownell	Synergy	4.48				1/20/2021	7400 Blossomwood Ave	Steph Cohen	J & J Elec/Vital Energy	Generator
3/30/2021	1041 McFarlane Ave	Ownie Boom	Synergy	2.88				2/25/2021	7415 Shaun Ct	Monica Crocker	Michael & Sun	Energy Storage
4/6/2021	471 Winding Wood Wy	Jordan Hogan	Norcal Home	4.69				4/19/2021	419 Florene Ave	Seth Hanley	Synergy	Energy Storage
4/19/2021	419 Florene Ave	Seth Hanley	Synergy	5.12				5/6/2021	955 McFarlane Ave	Gail Brownell	Synergy	Energy Storage
4/19/2021	432 Florence Ave	Simon Lowings	Citadel RS	4.75				5/25/2021	440 High St	Sunny Galbraith	Applied Building Science	Energy Storage
5/18/2021	369 Taft St	Martha Doyle	Sunrun	6.825				6/2/2021	8076 Washington	Will Cunningham	Tesla	Energy Storage
5/25/2021	440 High St	Sunny Galbraith	Applied Building Science	4.3				7/1/2021	7151 Gwendolyn	David Shearn	SonoMarin Solar	Energy Storage
5/27/2021	709 First St	Lon Chapman	Nexus Solar	5.78				7/20/2021	730 Ellis Ct	Kevin Meutsch	o/b	Generator
5/27/2021	245 Dutton Ave	Eric Newman	Vivant Solar	4.225				7/21/2021	728 Western Ave	Sara Winge	Don Barch/Energy Solar	Energy Storage
5/27/2021	7111 Gwendolyn Pl	Geral Etchingham	Northern Pacific Power	8.84				3/17/2021	709 First St	Lon Chapman	Nexus Solar	Energy Storage
6/8/2021	980 Maytum Ave	Peter Fiesel	First Response	7.98				8/18/2021	8041 Hill Dr	Jim Joyce	Synergy	Energy Storage
6/2/2021	8076 Washington	Will Cunningham	Tesla	8.16				8/31/2021	7766 Brookside	Glen Bueltemen	J & J Elec/Vital Energy	Generator
6/9/2021	103 Morris St	Anthony Koblenz	Solar Works	24.9				8/31/2021	7640 Meadow Ct	Austin Castaldi	Swell Svcs	Energy Storage
6/17/2021	455 Eileen Dr	Sara Marney	Vivant Solar	6.5				9/16/2021	465 Vine Ave	Steve Weinberg	Taylor Energy	Energy Storage
6/28/2021	471 High St	Ian Hoff	V3 Electric	4.55				9/16/2021	270 Jesse St	Brian Percell	Swell Services	Energy Storage
7/1/2021	7151 Gwendolyn	David Shearn	SonoMarin Solar	2.25				9/30/2021	7408 Walnut Ln	Adam Barta	Tesla Energy	Energy Storage
7/1/2021	7935 Covert Lane	Michael Martin	Sunrun	2.88				11/2/2021	1251 Beattie Ln	Gail Sullivan	Bellows Plumbing	Generator
7/1/2021	225 Golden Ridge	Rodney Huls	Northern Pacific Power	10.88				11/16/2021	7775 Healdsburg Ave	Earlthone	Thor Elec	Generator
7/21/2021	728 Western Ave	Sara Winge	Don Barch/Energy Solar	4.9								
5/27/2021	447 Ragle Road	Jason Pallo	Suntegrity Solar	6.605								
8/3/2021	864 1st St	David Bolt	Taylor Energy	4.76								
8/16/2021	409 Eileen Dr	Lindsay Kvam	Michael & Sun	5.55								
8/18/2021	8041 Hill Dr	Jim Joyce	Synergy	4.14								
9/1/2021	1198 McFarlane	Fred Dumas	Freedom Forever	2.8								
9/13/2021	986 Lillian Way	Alexa Pagonas	Taylor Energy	7.48								
9/13/2021	724 Robinson Rd	Steven Levenberg	Synergy	6.9								
9/14/2021	420 Johnson St	Brian Gilbert	Michael & Sun	4.94								
9/16/2021	465 Vine Ave	Steve Weinberg	Taylor Energy	8.16								
9/16/2021	660 Gravenstein N	Doug Bishop/Seb Hardwa	Solar Works	46.35								
9/16/2021	270 Jesse St	Brian Percell	Swell Services	13.5								
9/30/2021	8109 Hansen Ln	Joan Evans	Northern Pacific Power	5.7								
9/30/2021	7525 Dowd Dr	Bruce Bragonier	Freedom Forever	4.55								
10/7/2021	349 Jesse St	Mary Killian	Solar Works	3.8								
11/22/2021	7572 Meadowlark Dr	Lucio Hernandez	Freedom Forever	5.7								
12/6/2021	696 N Main St	Zach Rasmusin	Michael & Sun	1.9								
12/14/2021	7408 Walnut Ln	Adam Barta	Sky Country	6.4								
12/9/2021	7510 Dowd Dr	Gene Bonino	Nexus Solar	2.38								
12/28/2021	8106 Hansen Ln	Renee Johnson	Turnkey Solar	9.25								

2021-001	Design Review	
2021-002	Façade Improvement Program	
2021-003	Façade Improvement Program	
2021-004	Admin Permit Review (Alcohol)	
2021-005	Design Review, Admin Review	
2021-006	Preapplication Conference	
2021-007	Preapplication Conference	
2021-008	Preliminary Review	
2021-009	Use Permit, Temporary	
2021-010	Design Review	SB35
2021-010	Use Permit	SB35
2021-011	Tree Removal, City Arborist	
2021-012	Admin Permit Review (Hosted Rental)	
2021-013	Admin Permit Review (Hosted Rental)	
2021-014	Tree Removal, City Arborist	
2021-015	Preliminary Review	
2021-016	Tree Removal, City Arborist	
2021-017	Sign Review, Admin	
2021-018	Film Permit	
2021-019	Tree Removal, City Arborist	
2021-020	Sign Review, Admin	
2021-021	Admin Permit Review (Alcohol)	
2021-022	Zoning Determination	
2021-023	Façade Improvement Program	
2021-024	Tree Removal, City Arborist	
2021-025	Façade Improvement Program	
2021-026	Design Review	
2021-027	Sign Review, Banner	
2021-028	Design Review	Multiple Entitlements
2021-028	Tree Removal, Tree Board	Multiple Entitlements
2021-029	Tree Removal, City Arborist	
2021-030	Use Permit, Temporary	
2021-031	Sign Review, Admin	
2021-032	Design Review	
2021-033	Sign Review, Banner	
2021-034	Rezoning, Environmental Review, Text Amendment, Tentative Map	
2021-035	Use Permit	
2021-036	Use Permit, Temporary	
2021-037	Tree Removal, City Arborist	
2021-038	Admin Permit Review (Cannabis)	
2021-039	Admin Permit Review (Alcohol)	
2021-040	Sign Review, Board/Council	
2021-041	Design Review	
2021-042	Sign Review (Board) & Variance	
2021-043	Preliminary Review	
2021-044	Sign Review, Admin	
2021-045	Use Permit, Temporary	
2021-046	Use Permit, Temporary	
2021-047	Façade Improvement Program	
2021-048	Admin Permit Review (Alcohol)	
2021-049	Sign Review, Admin	
2021-050	Façade Improvement Program	Multiple Entitlements
2021-050	Sign Review, Admin	Multiple Entitlements
2021-051	Use Permit, Temporary	
2021-052	Antenna Permit (Existing Site)	
2021-053	Use Permit, Temporary	
2021-054	Design Review, Admin Review	
2021-055	Sign Review, Admin	
2021-056	Antenna Permit (Existing Site)	
2021-057	Preapplication Conference	
2021-058	Admin Permit Review (Nonhosted Rental)	Withdrawn
2021-059	Sign Review, Admin	
2021-060	Sign Review, Admin	
2021-061	Admin Permit Review (Alcohol)	
2021-062	Use Permit	
2021-063	Tree Removal, City Arborist	
2021-064	Sign Review, Admin	
2021-065	Admin Permit Review (Nonhosted Rental)	
2021-066	Tree Removal, City Arborist	
2021-067	Tree Removal, City Arborist	
2021-068	ABC Transfer (Cannabis)	
2021-069	Sign Review, Admin	
2021-070	Admin Permit Review (Cannabis)	
2021-071	Admin Permit Review (Alcohol)	
2021-072	Rezoning, Environmental Review, Text Amendment, Tentative Map	

Permit #	Date Submitted	Date Approved	Date Issued	Finaled	Address	APN	Owner	Contractor	Type	Valuation	Sq Ft	Attached/Detached	Conversion	New
210411	3/10/2021	4/8/2021	4/12/2021	11/22/2021	1026 First St	004-340-035	Gregchen Erdmann	Santos	ADU	\$260,000.00	924	Detached		New
210631	6/7/2021	6/16/2021	6/22/2021		241 Florence Ave	004-254-013	Helen Nicholas	o/b	ADU	\$32,000.00	420	Detached	Conversion	
210719	6/21/2021	7/13/2021	7/14/2021		836 McFarlane Ave	004-560-035	Ghislaine Gery	o/b	ADU	\$49,000.00	460	Detached	Conversion	
211201	8/9/1966	8/9/1966	12/1/2021	9/6/1966 & 12-6-21	483 Ragle Rd	004-510-087	Jordan Burns	o/b	ADU			Detached		New
211218	3/18/2019	3/10/2021	12/15/2021		7095 Fellers Ln	004-124-001	Jay Hanson	Medrano's Co	SFD & ADU	\$700,000.00	2656 & 62	Attached		New
211226	12/16/2019	9/16/2020	12/28/2021		469 Fore Way	004-031-005	Bruce Corson	o/b	ADU	\$150,000.00	684	Detached		New

6665 Sebastopol
6751 Sebastopol

2 RV pads
31 room hotel converted

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<p><u>Action LU 1a:</u> Review and update the Zoning Code to: 1) implement the policies and actions of this General Plan, including implementation of land use designations and Figure LU-1, Land Use Map, 2) clarify and streamline Zoning Code implementation, and 3) revise parking requirements, setbacks, and lot coverage standards within the Central Core to facilitate and allow higher residential development densities, as established by Policy LU 1-4.</p>	<p>Planning Department</p>	<p>A</p>	<p><input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Clarify and streamline: throughout code, particularly Tables 17.20-1, 17.20-2, 17.25-1, 17.25-2 and Chapters 17.400 through 17.460 -- Tables 17.20-1, 17.20-2, 17.25-1, 17.25-2 and Chapters 17.400 through 17.460 also Tables 17.110-1 (parking) and 17.25-2 (setbacks and lot coverage – addressed in April 2017 update)</p>
<p><u>Action LU 1b:</u> Direct new development to locations within the city limits through prioritizing processing of applications within the City limits and encouraging developers interested in Sebastopol to focus on in-fill development.</p>	<p>Planning Department</p>	<p>Ongoing</p>	<p><i>Comments:</i></p>
<p><u>Action LU 1c:</u> Revise the Zoning Code to establish a minimum height of two stories for new major development projects within the Central Core. This requirement shall not apply to rehabilitation or improvements to existing uses.</p>	<p>Planning Department</p>	<p>A</p>	<p><input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Ord. 1111, Nov 2018, SMC 17.25</p>
<p><u>Action LU 1d:</u> Review and update the Zoning Code to add definitions and descriptions for the following:</p> <ul style="list-style-type: none"> • Update definition of what constitutes a ‘permanent dwelling’; • Clarify whether hotels are treated as residential or commercial uses; • Define ‘retail use’; • Revise definition of restaurant, and consider separate definitions for ice cream shops and coffee shops; • Define ‘secondary use’; 	<p>Planning Department</p>	<p>A</p>	<p><input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Chapter 17.08</p>

12. IMPLEMENTATION

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<ul style="list-style-type: none"> Review definitions for child care uses to ensure consistency with State law; Generally review all definitions in relation to consistency with list of allowed uses and to provide increased clarity (e.g., all uses identified in the Zoning Code shall be defined in the Zoning Code). 			
<p><u>Action LU 1e:</u> Review and update the Zoning Code to address uses and standards for the following:</p> <ul style="list-style-type: none"> Develop regulations for amateur bee keeping; Develop regulations for commercial outdoor barbecues; Include standards for cottage food uses, consistent with State law; Update standards for child care uses to ensure consistency with State law; Consider allowances for mortuaries; Develop standards that guide allowed uses in the Light Industrial area located west of Morris Street, between Bodega Avenue and Laguna Park Way; Consider defined standards and an administrative approval process for small wine tasting establishments; Modify the Mobile Home Park zoning overlay district to include provisions that would prohibit the conversion of mobile home parks to high density residential uses; Review and update standards and provisions for community gardens; Provide authority to require deed restrictions regarding accessory buildings regarding potential use as a dwelling; Review home occupation regulations regarding the number of clients allowed on the premises, and consider establishing provisions to allow for small classes to occur as part of a home occupation use; Establish Use Permit requirements and standards for smoke shops; Update gas station and car wash standards; 	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.300.050 17.300.040 17.260.030 17.08, Table 17.20-1, 17.26.040 17.08.116 17.25 (CM District) Table 17.25-1, 17.350.080.B. Overlay was removed and new district created; a rezone would now be required. 17.100.090 Accessory structures were defined to be distinct from accessory dwellings. 17.260.020.H. Definition added (17.05.115), no standards developed 17.345 17.355 17.360 (completed separately) Table 17.25-1, 17.225, Table 17.400-2, 17.430

UPDATE ON GENERAL PLAN IMPLEMENTATION

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<ul style="list-style-type: none"> • Provide standards for mobile food trucks; • Establish appropriate standards and regulations for medical and, if made legal, non-medical cannabis dispensaries and related operations and activities; • Review and update Temporary Use regulations; • Establish policies and standards for outdoor music uses and activities; • Generally review allowed uses for similar zoning districts to ensure consistency; • Add provisions to address uses that are not currently addressed. 			17.330 17.10 – 17.30 Throughout code
<p><u>Action LU 2a:</u> Reserve a specific amount of wastewater capacity and potable water supply to be used for existing development outside the city limits, particularly older subdivisions in the SOI which may require connection to the City's wastewater and/or water system when septic system or water supply delivery failures occur.</p>	Public Works Department (Engineering)	Ongoing	Comments:
<p><u>Action LU 2b:</u> Limit the amount of land designated for urban uses to those areas that can be reasonably predicted to be developed over the 20-year life of the General Plan. Areas not projected for urban development within the life of the General Plan will be kept outside the UGB.</p>	Planning Department	Ongoing	Comments:
<p><u>Action LU 3a:</u> Maintain Level of Service (LOS) standards and guidelines for City services.</p> <ul style="list-style-type: none"> • Water Flow: The standard for water volume and flow is established by Title 24 of the California Code of Regulations. The standard for fire flow is 1,000 gallons per minute. • Wastewater: The standard for sewage treatment is based on capacity. The City shall maintain a reserve capacity of at least 5% (0.042 million gallons per day). At the time that the City reaches the reserve capacity, it must either reduce the amount of development commensurately, increase wastewater treatment capacity, or reduce wastewater through reduction measures. 	Planning Department and Public Works Department, Fire Police	Ongoing	Comments:

12. IMPLEMENTATION

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<ul style="list-style-type: none"> • Parks: The standard for parks is five acres of park land for each 1,000 residents. • Fire: The standard for fire service is an emergency response time of less than nine minutes for 90 percent of calls. • Police: The standard for police service is a response time of three minutes for 70 percent of emergency calls. • Drainage: The standard for storm drainage facilities is established by the Sonoma County Water Agency. • Schools: The standard for school class size and appropriate square footage of play area per student is established by the Sebastopol Union School District and Analy High School District. • Traffic: The standard for traffic is shown in the Circulation Element. 			
<p><u>Action LU 3b:</u> Periodically review and revise the Growth Management Ordinance to meet the City’s needs. Address the following in the next update to the Growth Management Ordinance:</p> <ul style="list-style-type: none"> • Increase annual residential allocations to 50 units per year in order to accommodate planned General Plan growth and to address the housing needs of economic segments of the community as identified in the Housing Element; • When residential development activity is lower than the maximum established, any unused residential allocations under the maximum, or cap, will carry over to be used in future years, but not longer than two years; • Limit total residential allocations to 750 residential units through 2035. • Residential units approved within the Central Core shall be exempt from the annual allocation cap, but shall count towards the total allowed residential unit allocation; • Update the findings regarding utility capacity to reflect current conditions; 	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.500 (April 2017 update)

UPDATE ON GENERAL PLAN IMPLEMENTATION

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<ul style="list-style-type: none"> Simplify the allocation procedures; and Include provisions for very small houses and mixed use units to count as a reduced allocation (e.g., one mixed use unit or very small house unit is counted as 0.5 of an allocation). 			
<p><u>Action LU 3c:</u> Continue to monitor development in the City and SOI and the capacities of wastewater treatment facilities, water distribution, roads, including road maintenance, public schools, and parks and recreation facilities. City staff will provide annual reports on growth and changes in infrastructure capacity to the Planning Commission, City Council, and the public. The information will be used to assist in determining when the city is approaching Levels of Service where resources will be exceeded and what actions must be taken.</p>	Planning Department and Engineering Department	Ongoing	<i>Comments:</i>
<p><u>Action LU 3d:</u> Review all development proposals for their direct and cumulative effects on City-adopted LOS standards. The City will only permit developments that meet City-adopted LOS standards.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action LU 3e:</u> Maintain a computerized land use database system that includes current parcel-specific information regarding General Plan, Zoning, parcel size, pending and approved development, and other relevant factors.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action LU 4a:</u> Identify a referral area that surrounds the UGB and formally request that the County provide the City with notice of development applications and related actions within the referral area and provide the City an opportunity to comment on land use changes and development proposals under review. The City’s review of projects within the referral area shall emphasize the importance of:</p> <ul style="list-style-type: none"> The protection of agricultural lands and open space; The protection of biological resources, including riparian habitat and corridors; The protection of groundwater recharge areas and watersheds; Reducing sprawl; Maintaining and expanding community separators; and 	Planning Department	Ongoing	<i>Comments:</i>

12. IMPLEMENTATION

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<ul style="list-style-type: none"> Ensuring quality development that is consistent with the character and values of Sebastopol. 			
<p><u>Action LU 5a:</u> Through the design review process, screen development proposals for land use compatibility and ensure that development proposals are designed to be compatible with existing residential and other land uses, are designed to reduce aesthetic, noise, safety, odor, and lighting impacts to residential areas, and are consistent with Sebastopol’s unique, small-town character.</p>	Planning Department	Ongoing	Comments:
<p><u>Action LU 5b:</u> Maintain the Zoning Code provisions to allow non-conforming single family residences to expand and rebuild even if they are destroyed to an extent greater than 50 percent of their assessed value.</p>	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress Comments: Maintained
<p><u>Action LU 6a:</u> Encourage new housing projects to develop in the upper range of allowed densities.</p>	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress Comments: Table 17.20-2
<p><u>Action LU 6b:</u> Consider Zoning Code revisions to allow duplexes and/or attached housing in appropriate Medium Density Residential areas.</p>	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress Comments: Tables 17.20-1 and 17.20-2
<p><u>Action LU 6c:</u> Implement the policies and actions in the housing element in order to enhance opportunities to provide affordable housing within the community and to accommodate a range of household types, special need populations, and income levels.</p>	Planning Department	Ongoing	Comments:
<p><u>Action LU 6d:</u> Explore and encourage creative approaches to providing affordable housing, including market rate housing affordable to moderate income households, within the community. Such approaches may include public/private partnerships, land trusts, housing cooperatives, and co-housing.</p>	Planning Department	B	Comments:
<p><u>Action LU 6e:</u> Review and update the Zoning Code to establish provisions for congregate housing facilities within all zoning districts that allow residential uses.</p>	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
			<i>Comments:</i> No changes (large family day care and large family community care allowed with Conditional Use Permit in all residential districts)
<u>Action LU 7a:</u> Consider the establishment of a "Gateway" overlay district or similar designation, at the north and south ends of town along SR 116 (see Figures 2.4 and 2.5). The purpose would be to provide design and land use standards to enhance the entrance points to the city, help foster community identity and sense of place through design, and increase economic development opportunities in key commercial/industrial nodes outside the Downtown.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Included in Planning Commission Workplan for future years.
<u>Action LU 7b:</u> Ensure that applications for new development contain sufficient information for staff to analyze its contribution to a jobs/housing balance in the Sebastopol area.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action LU 7c:</u> Revise the Zoning Code to require any new project in the Central Core be at least two stories in height, and allow up to four stories in the Central Core if residential uses are on any of the upper stories.	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.25-2 (2 story minimum not required, maximum height of 4 stories in CD and CM)
<u>Action LU 7d:</u> Revise the Sebastopol Downtown Plan to: 1) provide updated information regarding existing conditions and opportunity sites, 2) encourage affordable housing, 3) provide for increased residential uses, particularly over commercial and office uses, and 4) reflect the circulation system envisioned in this General Plan.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Included in Planning Commission Workplan for future years.
<u>Action LU 7e:</u> Adopt a Specific Plan for the Northern Gateway District. The Specific Plan should resolve issues such as improving the northern gateway to the city and identifying appropriate commercial, office, industrial, and mixed use	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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development that would contribute to the character of the area and meet the City's economic and fiscal needs.			Included in Planning Commission Workplan for future years.
<u>Action LU 8a:</u> Regularly review the amount of vacant or underdeveloped land designated for office, commercial, and mixed use development and approved and pending development proposals on such lands to ensure that an adequate supply remains to accommodate the City's needs.	Planning Department	B	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i> <i>Review for Housing done as part of housing element update</i>
<u>Action LU 9a:</u> Review and revise the Zoning Code as appropriate to accommodate research and technology uses as permitted uses in industrial zones and to accommodate a mix of complementary uses in industrial zones.	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.08; Table 17.25-1
<u>Action LU 9b:</u> Require proposed major industrial development to provide the City with an engineering report of the anticipated potable water and wastewater demand. Additional review will be required for proposed industrial uses with a high potable water and wastewater demand.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action LU 9c:</u> Adopt a Specific Plan for the Gravenstein South Area within the SOI, prior to considering large annexation requests in this area. The Specific Plan should resolve issues such as improving the southern gateway to the city; incorporating and enhancing current and former industrial facilities and land uses so that they becomes a part of the City's economic and tax base; resolving infrastructure delivery challenges; and preserving the Laguna while increasing its accessibility. Constraints to development in this area are the Laguna itself, the need to accommodate and buffer a wide variety of different and potentially incompatible land uses, limited accessibility, and the difficulty of extending sewer service which would involve a pump station and the construction of a sewer line underneath Gravenstein Highway South and Petaluma Avenue. In particular, the growth-inducing aspects of additional wastewater capacity in this area needs to be properly evaluated and mitigated.	Planning Department	C	<i>Comments:</i>

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<u>Action LU 9d:</u> Adopt design standards for industrial development.	Planning Department	C	<i>Comments:</i>
<u>Action LU 9e:</u> Where feasible, provide infrastructure improvements as part of the Capital Improvement Program that support development of industrial areas.	Engineering Department	Ongoing	<i>Comments:</i>
<u>Action CIR 1a:</u> The City shall cooperate with other jurisdictions in Sonoma County to reduce transportation congestion through the following actions: <ul style="list-style-type: none"> • Staff should participate in the SCTA's technical advisory groups in pursuing funding opportunities. • Encourage public input into SCTA's congestion management planning process • Participate in future updates to the Comprehensive Transportation Plan • Coordinate with the County of Sonoma including the Parks & Recreation Department in efforts to expand regional bicycle and pedestrian networks to meet anticipated demands 	Planning Department and Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CIR 1b:</u> Coordinate with the County of Sonoma, Caltrans, and the City of Santa Rosa to investigate, and as appropriate, determine feasible alternative routes, bypasses or "beltway connector" routes, including both north-south and east-west routes, (e.g. Llano Road extension from SR 12 to Occidental Road, or measures to divert some Hwy. 116 traffic at the southern terminus of Llano Road, or diversion of some Hwy. 12 traffic to Occidental Road at Fulton Road, or improving Ragle Road) and evaluate benefits provided by these routes. If appropriate, work collaboratively with the County of Sonoma and Caltrans to determine the extent of roadway improvements needed to support these bypass routes, add the project to the City's Capital Improvement Plans (CIP) and/or seek County or other agencies plan improvements, encourage proactive participation and coordination by the SCTA and support funding through the SCTA or other sources, and as appropriate, update both City and County General Plan Circulation Elements to include these routes.	Public Works Department (Engineering)	B	<i>Comments:</i>
<u>Action CIR 1c:</u> In collaboration with Caltrans, complete a comprehensive 2-way street analysis for SR 116 (South Main Street, Petaluma Avenue and McKinley	Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress

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Street) including traffic operational analysis, concept designs, urban design/landscaping improvements, economic benefits and identification of potential funding sources. As appropriate, work with SCTA, Caltrans, and other affected agencies to update policy objectives based on the results of the analysis. As interim roadway improvements to the SR 116 corridor are proposed, they shall be evaluated by City staff for compatibility with a future conversion to 2-way streets, in order to foster informed decision making.	(Engineering)		Comments:
<p><u>Action CIR 1d:</u> Consider the following roadway improvements and projects included in the CIP to maintain the safety and efficiency of the current circulation system, and to support buildout of the General Plan.</p> <ul style="list-style-type: none"> • Healdsburg Avenue (SR 116)/Covert Lane intersection - install a traffic signal or roundabout • Healdsburg Avenue (SR 116)/Murphy Avenue intersection - install a traffic signal or roundabout • Gravenstein Highway South (SR 116)/Fircrest Avenue intersection - install a traffic signal or roundabout • McKinley Street/Laguna Park Way/Petaluma Avenue intersection - install a beacon or appropriate pedestrian crossing improvements on the southern leg pedestrian crossing • Willow Street - extend the street through the City parking lot from Main Street to Petaluma Avenue <i>to enhance grid connectivity</i> • Abbott Avenue - change route to parallel Sebastopol Avenue, with a potential connection to Morris Street 	Public Works Department (Engineering)	Ongoing	Comments:
<p><u>Action CIR 1e:</u> The Public Works Department shall maintain a systematic pavement management program and identify and prioritize maintenance projects in the City's CIP.</p> <ul style="list-style-type: none"> • Street maintenance should include upkeep and regular cleaning of bicycle routes to remove debris and repair poor pavement conditions that discourage bicycle riding. 	Public Works Department (Engineering)	Ongoing	Comments:

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<ul style="list-style-type: none"> The pavement management program data system should address signage and pavement quality throughout the city. 			
<p><u>Action CIR 1f:</u> As part of the development review process, the Planning Department, Public Works Department, Police Department, and Fire Department shall review development projects to ensure that developers:</p> <ul style="list-style-type: none"> Construct transportation improvements along property frontages when appropriate Address the project’s proportional-share of impacts to the City’s circulation network through payment of traffic mitigation fees Provide for complete streets to the extent feasible; facilitating walking, biking, and transit modes Provide appropriate on-site pedestrian and bicycle features Fund traffic impact studies that identify on-site and off-site project effects and mitigation measures Provide adequate emergency vehicle access Minimize driveway cuts consistent with access and site planning considerations 	<p>Planning Department and Public Works Department (Engineering)</p>	<p>Ongoing</p>	<p><i>Comments:</i></p>
<p><u>Action CIR 1g:</u> Update the City’s Traffic Impact Fee (TIF) schedule to include, as appropriate, the roadway improvements necessary to support buildout of the General Plan.</p>	<p>Public Works Department (Engineering)</p>	<p>A</p>	<p><input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i> Development Impact Fee Study adopted May 18, 2021.</p>
<p><u>Action CIR 1h:</u> Use the City’s CIP to identify and address deficient areas, such as areas where additional striping, sidewalks, maintenance, and other improvements are needed.</p>	<p>Public Works Department (Engineering)</p>	<p>Ongoing</p>	<p><i>Comments:</i></p>
<p><u>Action CIR 1i:</u> Routinely monitor the performance of the circulation network, optimizing traffic signals and utilizing Intelligent Transportation Systems (ITS) measures where beneficial to maximize efficiency of the existing network on a regular basis.</p>	<p>Public Works Department</p>	<p>Ongoing</p>	<p><i>Comments:</i></p>

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<u>Action CIR 1j</u> : Provide staff support/liaison to regional agencies such as SCTA and Caltrans in the implementation of ITS measures that improve the efficiency of roadway and transit networks in western Sonoma County.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CIR 1k</u> : Ensure regular monitoring of traffic accidents, traffic levels of service, and intersection capacity to update base data and respond to safety problems and changing conditions. Prioritize locations with high collision rates for safety improvements.	Police Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CIR 1l</u> : Continually seek opportunities to fund maintenance of and improvements to the circulation network, including through active pursuit of a wide range of grant sources.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CIR 1m</u> : Establish specific Transportation Demand Management (TDM) requirements for new development projects and consider making requirements sector-based (e.g., residential, commercial, industrial).	Public Works Department (Engineering)	B	<i>Comments:</i>
<u>Action CIR 1n</u> : Create incentives for proposed development to incorporate measures to reduce vehicle trips, such as mixed use projects and including bicycle and pedestrian facilities in the development plans and connections to existing bicycle and pedestrian facilities.	Public Works Department (Engineering)	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.110.020.D.I.
<u>Action CIR 1o</u> : Ensure that future development provides roadway improvements and/or fees contributing towards transportation improvements consistent with the Circulation Diagram and Circulation Element system-wide mobility goals and improvements identified as part of the City's Traffic Impact Fee (TIF) to improve the safety, efficiency and connectivity of the current circulation system for all modes of transportation, and to support buildout of the General Plan.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i> Development Impact Fee Study adopted May 18, 2021.
<u>Action CIR 1p</u> : Require future development to complete a fair share calculation and to pay their contribution upon the development of the project.	Planning Department	Ongoing	<i>Comments:</i> Development Impact Fee Study adopted May 18, 2021.

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<u>Action CIR 1q:</u> Provide outreach and opportunities for public engagement with transportation planning issues and project initiatives, including use of citizen bodies such as the Planning Commission.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i> Planning Commission reviews the CIP each year, and has been an oversight body for the LHMP, Calder Creek and other Park improvements, and the Housing Element development.
<u>Action CIR 1r:</u> Coordinate with Caltrans to implement traffic calming, vehicle safety, and bicycle/pedestrian network improvements throughout Sebastopol. Also encourage Caltrans to maintain good pavement conditions on State Highways within Sebastopol, in order to reduce traffic-related roadway noise.	Planning Department and Public Works Department	A	<i>Comments:</i>
<u>Action CIR 1s:</u> Coordinate with Caltrans, SCTA, Sonoma County, school districts, and other appropriate entities to coordinate and optimize the use of circulation and mobility resources.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CIR 2a:</u> As part of the development process, review development applications to ensure compliance with the Sebastopol Bicycle and Pedestrian Master Plan.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CIR 2b:</u> Review traffic signal timing plans or work with Caltrans to ensure adequate crossing times for all users at signalized intersections.	Public Works Department (Engineering)	B	<i>Comments:</i>
<u>Action CIR 2c:</u> Ensure that bicycle loop detectors are present at traffic signals, clearly identified with stencils, and tested and maintained regularly.	Public Works Department	B	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i>
<u>Action CIR 2d:</u> Review all transportation improvements to ensure installation in accordance with current accessibility standards.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>

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<u>Policy CIR 2e:</u> Regularly review transportation corridors to identify barriers encountered by persons with disabilities, including locations where there are not ADA-compliant curb cuts and ramps, and address such obstacles in the CIP, to the extent that funding for such activities is available.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CIR 2f:</u> Continue to include construction of bicycle and pathway facilities, including pedestrian road crossings and pedestrian pathways, in the City’s CIP, prioritizing areas where gaps in the current network need to be filled.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CIR 2g:</u> Focus on the identification of more Class I multi-user trails and Class IV separated bike facilities. In particular, pursue Class I or Class IV alternatives to SR 116, SR 12 and Bodega Avenue, Class II Bike lanes, and sharrow markings to create viable north-south and east-west mobility opportunities for bicyclists and pedestrians of all ages, as identified in the Sebastopol Bicycle and Pedestrian Master Plan.	Planning Department and Public Works Department (Engineering)	B	<i>Comments:</i>
<u>Action CIR 2h:</u> As funding becomes available, the City shall encourage Sonoma County Transit to provide faster and more efficient routes, more frequent headways, extend service hours, and serve a greater portion of the City. The City would review and renew the contract as necessary and, when feasible, include provisions for: <ul style="list-style-type: none"> • Consideration of an additional route. • Bus headways of 15 minutes or less on routes serving Sebastopol. • Local bus service operating until 10 PM. • Saturday and Sunday bus services with expanded weekend hours. 	Planning Department and Public Works Department	B	<i>Comments:</i>
<u>Action CIR 2i:</u> Compile a list of bus stops with inadequate lighting, and through the CIP, install street lights at those stops as funding is available.	Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<u>Action CIR 2j:</u> Study the feasibility of establishing a public or private shuttle system to serve the SMART commuter rail station.	Planning Department and Public Works Department <i>(Engineering)</i>	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CIR 2k:</u> Review all transportation improvements to ensure installation in accordance with current accessibility standards.	Public Works Department <i>(Engineering)</i>	Ongoing	<i>Comments:</i>
<u>Action CIR 2l:</u> Identify potential bicycle and pedestrian connections between residential areas and school campuses and incorporate into the Sebastopol Bicycle and Pedestrian Master Plan.	Planning Department and Public Works Department <i>(Engineering)</i>	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CIR 2m:</u> As part of the development review process, ensure that new development projects provide bicycle and pedestrian improvements to facilitate the implementation of a Safe Routes to School plan for Sebastopol schools.	Planning Department and Public Works Department <i>(Engineering)</i>	Ongoing	<i>Comments:</i>
<u>Action CIR 2n:</u> Coordinate with the SCTA, Sonoma County Health Services, Sebastopol Union School District, and Sonoma County Bicycle Coalition to continue the Safe Routes to School Program in Sebastopol.”	Planning Department and Public Works Department <i>(Engineering)</i>	Ongoing	<i>Comments:</i>
<u>Action CIR 2o:</u> Routinely review and update the Safe Routes to School plan, to reflect the current circulation infrastructure, student travel patterns, identified hazards, and school.	Planning Department and Public Works Department <i>(Engineering)</i>	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CIR 2p:</u> Support and implement policies and recommendations related to transportation from Health Action’s Action Plan Sonoma. These include:	Planning Department and	Ongoing	<i>Comments:</i>

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<ul style="list-style-type: none"> Increase in percent of commuters who use active transportation (walk, bike, or public transit) Implement and strengthen policies and programs to enhance transportation safety. 	Public Works Department		
<u>Action CIR 2q:</u> Monitor national efforts to establish effective multimodal LOS standards for pedestrian, bicycle, and transit modes.	Planning Department and Public Works Department <i>(Engineering)</i>	Ongoing	<i>Comments:</i>
<u>Action CIR 2r:</u> Issue guidelines and incorporate assessment of multimodal LOS as a routine component of transportation impact analyses once the Planning Department determines a multimodal LOS methodology that is deemed suitable for application in Sebastopol.	Planning Department and Public Works Department <i>(Engineering)</i>	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CIR 2s:</u> Periodically review priorities in the Sebastopol Bicycle and Pedestrian Master Plan and update as necessary, incorporating current best practices.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CIR 2t:</u> Coordinate with SCTA to include City staff and a citizen representative on the Countywide Bicycle and Pedestrian Advisory Committee to ensure City representation in reviewing projects and funding sources	Planning and Public Works Departments <i>(Engineering)</i>	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Associate Planner is the City's representative to this group
<u>Action CIR 3a:</u> During the development review process, the Planning Department shall review plans to ensure that projects include an interconnected network of streets and paths that facilitate non-auto modes for shorter trips, and disperse rather than concentrate traffic in residential neighborhoods.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CIR 3b:</u> The Public Works Department shall review plans for new or modified intersections to ensure that the number of vehicle lanes is limited where possible to provide for moderate speeds and pedestrian and bicyclist	Public Works Department <i>(Engineering)</i>	Ongoing	<i>Comments:</i>

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safety, and that curb extensions are installed where appropriate to reduce driving speeds and shorten pedestrian crossing distances.			
<u>Action CIR 3c:</u> The Public Works Department shall review its adopted street standards, including those specified in the Subdivision Ordinance, and update as necessary to achieve balanced roadway configurations that serve all users, and through design help to reinforce appropriate vehicle speeds for the surrounding land use context.	Public Works Department (Engineering)	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress Comments:
<u>Action CIR 3d:</u> The City shall develop a new truck route plan and associated signage that is consistent with the policies outlined in this Circulation Element.	Public Works Department (Engineering)	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress Comments:
<u>Action CIR 3e:</u> The City shall develop and implement a way-finding signage program that differentiates Downtown route options and rural route options that bypass the Downtown area. The intent of this program is to assist travelers in the identification of route options that may help alleviate Downtown traffic congestion.	Planning Department, and Public Works Department	B	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress Comments:
<u>Action CIR 4a:</u> Maintain and routinely update the City's Development Impact Fee Program to cover the cost of mitigating development's share of improvements on non-regional and regional routes, as well as the cost of maintaining Sebastopol's identified service and/or performance standards.	Planning Department, Finance Department and Public Works Department (Engineering)	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress Comments: Development Impact Fee Study adopted May 18, 2021.
<u>Action CIR 4b:</u> As part of the development review process, require new development to mitigate circulation impacts by making improvements to the motorized and non-motorized circulation networks as necessary, and in a fair manner with an established nexus between the level of impact and required improvements and/or contributions.	Planning Department and Public Works Department (Engineering)	Ongoing	Comments:
<u>Action CIR 5a:</u> Supply transportation data to the RCPA as requested to assist in the assessment of GHG reduction efforts.	Planning Department and	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress Comments:

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	Public Works Department <i>(Engineering)</i>		City/Planning Department coordinates as needed.
<u>Action CIR 5b:</u> Establish specific TDM requirements that is consistent with the City's Trip Reduction Program for projects and consider making requirements sector-based (e.g., residential, commercial, industrial).	Public Works Department <i>(Engineering)</i>	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Will be part of VMT work.
<u>Action CIR 5c:</u> Complete surveys of employment trips as outlined in the City's Trip Reduction Program.	Planning Department and Public Works Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Sebastopol participated with SCTA in a travel model study in 2-021.
<u>Action CIR 5d:</u> Establish standards and requirements for electric vehicle parking, including the installation of electric vehicle charging stations in new development projects.	Planning Department and Public Works Department	C	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Table 17.110-3, 17.110.040
<u>Action CIR 6a:</u> Work with downtown property owners, businesses and downtown organizations to facilitate the creation of a parking assessment district.	Planning Department and Public Works Department <i>(Engineering)</i>	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CIR 6b:</u> Review parking best practices employed in other jurisdictions, as well as parking utilization within Sebastopol itself, and as appropriate, incorporate revised parking requirements into the Municipal Code.	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Table 17.110-3
<u>Action CIR 6c:</u> Study the potential for a parking permit system and reduced parking requirements to be implemented in transit-oriented areas such as the Downtown Sebastopol.	Planning Department and Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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	(Engineering)		
<u>Action CIR 6d:</u> Consider developing protocols for parking study requirements for major commercial, multi-family residential, mixed-use, and other projects that seek relief from the City’s adopted parking requirements in order to ensure that adequate parking is provided	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.110.020.D.I.
<u>Action CIR 6e:</u> If deemed necessary by the City, use parking management techniques (such as residential parking permits) to limit spillover parking impacts in residential neighborhoods.	Planning Department and Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CIR 6f:</u> Explore mechanisms , such as establishment of a parking district, funding parking facilities (structure(s) or lots) through payment of in-lieu or development impact fees, and expanding the City’s shared parking provisions, to allow proposed development downtown to not have to provide on-site parking.	Planning Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.110.030.B.
<u>Action CIR 6g:</u> Consider exemptions or reductions in parking requirements for small additions, changes in use, and developments on small sites in the downtown area.	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.110.010.I.2.
<u>Action CIR 6h:</u> Emphasize the use of central shared parking and co-location of parking around the periphery of the downtown, without compromising requirements for new projects to contribute their fair-share towards parking facilities and infrastructure.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CSF 1a:</u> As part of the development review process, determine the potential impacts of development and infrastructure projects on public infrastructure, and require new development to contribute its fair share toward necessary on and off-site infrastructure, services, and facilities.	Planning Department and Public Works Department (Engineering)	Ongoing	<i>Comments:</i> Development Impact Fee Study adopted May 18, 2021 included new fees for Fire, Stormwater, and Gen Government.

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<u>Action CSF 1b:</u> Through development review, ensure that infrastructure is adequately sized to accommodate the proposed development and, if applicable, allow for extensions to future developments.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CSF 1c:</u> Periodically review and update the various City master plans for the provision and/or extension of public services to serve existing and future development. These plans include, but are not limited to, the Water Master Plan, the Sanitary Sewer System Utility Master Plan, the Stormwater Management Plan, and the Capital Improvement Program.	Public Works Department (Engineering)	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 1d:</u> Develop and regularly update a comprehensive plan which establishes priorities and corrects existing inadequacies in the City's infrastructure system.	Public Works Department (Engineering)	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 1e:</u> Identify and apply for Federal, State, and regional funding sources to finance infrastructure costs.	Public Works Department	Ongoing	<i>Comments:</i> Grant-writer funded in FY 22-23 budget.
<u>Action CSF 1f:</u> Develop and regularly update a comprehensive financing plan to accommodate the construction of master planned infrastructure.	Finance Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 1g:</u> Continue to provide an annual LOS Report to the City Council, as required by Municipal Code Section 17.350.030.A. The annual LOS report shall provide information on Planning Department projects, annual housing development totals, and a status update on City services including water, wastewater, drainage, parks, fire, police, schools, and traffic.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CSF 1h:</u> Consider establishing requirements for the preparation of a Community Impact Report (CIR) as part of the development review process for new large-scale projects. The standards should consider the following: <ul style="list-style-type: none"> • Identification of criteria for projects that must comply with the requirement to prepare a CIR (such as proposed housing units, commercial square footage, etc.). 	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<ul style="list-style-type: none"> Fiscal impacts- assess the financial costs to provide services to the project and the benefits the project will provide the City, including tax revenue (e.g., will revenue increase, decrease, or be shifted). Employment impacts- estimate the number of jobs that will be created or eliminated by the project, and identify job quality measures including wages, benefits, and accessibility. Housing impacts- assess the project’s impact on the need for both affordable and market-rate housing units, and whether the project will create additional units or eliminate existing units. Neighborhood needs impacts- assess whether the project will increase or meet demand for services and how the surrounding neighborhood might benefit from the project. Smart growth impacts- assess whether the project will make the surrounding neighborhood more livable and how the project will affect public transit and the pedestrian and bicycle network. 			
<p><u>Action CSF 1i:</u> During the development review process, encourage applicants for large-scale projects to incorporate community facilities such as meetings spaces into their projects. Consider a range of incentives to encourage this, including but not limited to, expedited permit processing, reduced permit fees, or other concessions mutually agreeable to the City and the applicant.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action CSF 2a:</u> Develop and adopt a Parks and Recreation Master Plan. The plan should include and address:</p> <ul style="list-style-type: none"> Needs Assessment for future park locations Types of users and amenities needed Coordinated efforts to integrate plans including: the Laguna Wetlands Preserve Restoration and Management Plan, Ives Park Master Plan, and Bicycle and Pedestrian Master Plan Opportunities to enhance bicycle and pedestrian connectivity Maintenance needs and requirements for new and existing facilities Future sites and facilities development for parks acquisition 	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Included in future years in Planning Commission Workplan

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<ul style="list-style-type: none"> Financial plan and funding sources Use the CIP as a reference tool 			
<u>Action CSF 2b:</u> Implement the policies and actions in the Circulation Element that facilitate and promote increased walkability bicycle use, and connectivity between parks and trail systems.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CSF 2c:</u> Implement Bicycle and Pedestrian Master Plan trail, bicycle, and other recreational improvements and periodically update the Bicycle and Pedestrian Master Plan to ensure safe travel opportunities for all uses and all ages, including those with mobility challenges.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CSF 2d:</u> Revise the Zoning Ordinance to allow parks as a permitted use in all districts.	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Tables 17.20-1 and 17.25-1
<u>Action CSF 2e:</u> Seek joint use agreements with schools to develop neighborhood parks on school sites based on the “school-in-the-park” principle. Ensure that neighborhood parks in combined park/school sites serve the entire community and provide a broad range of recreational, and educational activities.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 2f:</u> Coordinate with the Sonoma County Regional Parks Department, City of Santa Rosa, and Agricultural and Open Space District on active and passive parks and recreation issues and opportunities and on potential lands to purchase for open space, habitat conservation, and recreation uses.	Planning Department	Ongoing	<i>Comments:</i> Planning Dept participates in “Measure M Parks for all” technical advisory committee with SCRPP and other cities.
<u>Action CSF 2g:</u> When developing trails and paths, consider the access needs of a variety of users, including school-age children, the elderly, and those with disabilities.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CSF 2h:</u> Map the existing informal trails and paths in Sebastopol and evaluate their usefulness in an overall pedestrian path system. Support opportunities to upgrade these existing paths for use by the public.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<u>Action CSF 2i:</u> Consider using Transfer of Development Rights (TDR) and Conservation Easements to encourage small neighborhood parks and trail systems.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CSF 2j:</u> Prepare an annual report for the City Council and the Planning Commission on the status of the acquisition and the improvement of parks and trails. Include a list of existing and proposed projects, estimated costs and sources of funding, and determine what additional actions, if any, may be necessary to implement the policies of this Element.	Public Works Department	Ongoing	<i>Comments:</i> Planning Commission reviews the proposed Park Budget, including update of projects, on an annual basis prior to submittal to the Budget Subcommittee.
<u>Action CSF 2k:</u> Use the Capital Improvement Program to maintain parks and recreation facilities and as the basis for determining use of supplemental funds collected for parks and open space development. The City's population and acreage of parks/recreation facilities shall be tabulated periodically to ensure that parkland is developed consistent with the ratio of one acre of park land per 200 residents.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CSF 2l:</u> Update the Municipal Code to establish minimum parks and open space standards for new development. At a minimum, the standards shall seek to maintain one acre of park land per 200 residents through provision of land, improvements, or payment of in-lieu fees. Additional measures may include requirements to establish assessment or tax districts to fund park maintenance, or open space requirements.	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> SMC 17.280
<u>Action CSF 2m:</u> Investigate and pursue a diverse range of funding opportunities for parks, trails, and recreation facilities, including but not limited to, grants, joint use/management strategies, user fees, private sector funding, assessment districts, homeowners' associations, non-profit organizations, funding mechanisms for the maintenance of older parks, and management assistance through Federal, State, and regional partnerships.	(Engineering)	Ongoing	<i>Comments:</i> Prop 68 State Grant being implemented
<u>Action CSF 2n:</u> Periodically review, and if necessary update, the City's Park and Traffic Impact Fees in order to ensure that new development continues to provide a fair-share contribution towards parks, trails, and recreation facilities.	Planning Department	A	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i>

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			DIF Study and fees Update adopted May 18, 2021.
<u>Action CSF 2o:</u> Implement a wide range of public outreach programs, including the City’s website, newsletters, and other communications technologies to keep the public informed about available parks, trails, and recreation facilities, programs, and services.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CSF 2p:</u> Conduct periodic public surveys to ascertain the parks, trails, and recreation needs of the community.	Planning Department and Public Works Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 2q:</u> Conduct review of City-owned property operated by non-profits providing community recreational services including Ives Pool, the Community Cultural Center, and the Luther Burbank Experiment Farm to assess long-term maintenance and improvement needs, and consider mechanisms to address identified needs.	Planning Department and Public Works Department	B	<input checked="" type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i> Ives Pool upgrades completed; SCCC flood recovery almost complete; new ADA restroom planned for Burbank Farms.
<u>Action CSF 2r:</u> Explore the feasibility of the City purchasing the old cement plant property east of Morris Street and prioritize the establishment of a park and open space area for this site. The City should explore partnerships with private entities and other creative funding approaches that would facilitate this acquisition.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 2s:</u> Establish a permitting mechanism to allow private entities to create parklets on City-owned street parking spaces adjacent to pedestrian walkways. Include standards and provisions for design, maintenance, duration of operation, and removal.	Planning Department and Public Works Department (Engineering)	B	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i> Temporary Parklets in place during Covid. FY 22-23 CIP includes parklet work.
<u>Action CSF 2t:</u> Explore opportunities to acquire vacant residential parcels in areas of the City that would benefit from the addition of small pocket parks.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress

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			<i>Comments:</i>
<u>Action CSF 3a:</u> Work with the County Permit and Resource Management Department, the Public Health Officer and Agricultural Commissioner to identify the impacts of agricultural operations and the use of herbicides, pesticides and fertilizers on the City’s domestic water supply if issues are identified.	Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 3b:</u> Continue to regularly monitor Sebastopol’s potable water supply for trace chemicals and other potential contaminants. Utilize updated industry-wide standards for evaluating potable water quality. Alert the County Public Health Officer, City Council and the public if water quality hazards are identified.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CSF 3c:</u> Coordinate water supply and conservation planning efforts with the Santa Rosa Plain Groundwater Management Plan to ensure sustainable and reliable groundwater use practices.	Public Works Department <i>(Engineering)</i>	Ongoing	<i>Comments:</i>
<u>Action CSF 3d:</u> Regularly review and update the City’s water conservation strategy to be consistent with current best management practices for water conservation, considering measures recommended by the State Department of Water Resources, and the California Urban Water Conservation Council.	Public Works Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> City is part of the Santa Rosa Plain GSA. Study completed 2021 and approved by Santa Rosa GSA December 9, 2021.
<u>Action CSF 3e:</u> Explore opportunities to develop mechanisms and infrastructure to deliver recycled water to city water users from the Santa Rosa Subregional Treatment and Reclamation System.	Public Works Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 3f:</u> Develop a public outreach and incentive program to expand and promote the use of recycled water if delivery infrastructure becomes available.	Public Works Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<u>Action CSF 3g:</u> Update the City’s water waste and conservation strategy established in Chapter 13.06 of the Municipal Code to be consistent with the most current BMPs for water conservation.	Public Works Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 3h:</u> Utilize standards for minimum water volume and flow established by Title 24 of the California Building Standards Code.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CSF 3i:</u> Maintain and update the City’s Capital Improvement Plan (CIP) to clearly identify and prioritize water delivery improvements.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i> Development Impact Fee Study adopted May 18, 2021 included new fees Water infrastructure.
<u>Action CSF 3j:</u> Commission the preparation of a study that accurately establishes the groundwater recharge area for Sebastopol.	Public Works Department (Engineering)	B	<i>Comments:</i>
<u>Action CSF 4a:</u> Work with the Santa Rosa Subregional Wastewater System to assist in the maintenance of an adequate sewage treatment and disposal system.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CSF 4b:</u> Coordinate with neighboring municipalities to bring about efficient and effective solutions for wastewater issues that affect the region.	Engineering Department	Ongoing	<i>Comments:</i>
<u>Action CSF 4c:</u> Develop programs and incentives to reduce sewer usage whenever possible. Continue to implement programs such as the low flow toilet retrofit program.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CSF 4d:</u> Continue to participate in the Santa Rosa Subregional Sewage System efforts to expand capacity and locate appropriate uses for the treated wastewater.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CSF 4e:</u> The City Engineer shall continue to monitor on a regular basis Sebastopol’s sewer capacity. The City Engineer will review all development project proposals to ensure adequate sewer capacity is available to serve existing and planning development.	Engineering Department	Ongoing	<i>Comments:</i>

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<u>Action CSF 4f:</u> Continue to monitor wastewater flow generation rates within the City’s service area and apply to the subregional partners for an incremental increase in wastewater flow allocation to meet projected demand prior to any exceedance of the City’s wastewater flow allocation under the Subregional Partnership.	Engineering Department	Ongoing	<i>Comments:</i>
<u>Action CSF 4g:</u> Perform regular cleaning and inspection to help eliminate sanitary sewer backups and overflows.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CSF 4h:</u> Maintain and update the City’s Capital Improvement Plan (CIP) to clearly identify and prioritize sewer system improvements.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action CSF 5a:</u> Continue to participate in mutual aid agreements with the State and County firefighting agencies.	Fire Department	Ongoing	<i>Comments:</i>
<u>Action CSF 5b:</u> Periodically assess the Fire Department’s staff and equipment to assure adequate levels are provided to maintain a nine-minute response time and assemble at least 15 firefighters on the scene of a structure fire for 90 percent of calls.	Fire Department	Ongoing	<i>Comments:</i> New vehicle planned for 2022.
<u>Action CSF 5c:</u> Consider creating a public safety impact fee to ensure that new development addresses its public safety effects. Periodically review and revise the fee structure for the Fire Protection Fund as necessary.	Planning Department and Fire Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Development Impact Fee Study adopted May 18, 2021 included new fees for Fire needs.
<u>Action CSF 5d:</u> Continue to enforce the California Building Code and the California Fire Code to ensure that all construction implements fire-safe techniques, including fire resistant materials, where required.	Planning Department and Fire Department	Ongoing	<i>Comments:</i>
<u>Action CSF 5e:</u> As part of the development review process for new projects, the City will continue to refer applications to the Sebastopol Fire Department for determination of the project’s potential impacts on fire protection services.	Planning Department and Fire Department	Ongoing	<i>Comments:</i> Development Review Team (DRT) held bi-weekly to review development projects

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			internally with all relevant departments.
<u>Action CSF 5f:</u> Maintain a public outreach campaign to generate interest in volunteer fire department opportunities.	Fire Department	Ongoing	<i>Comments:</i>
<u>Action CSF 5g:</u> Continue to support and implement community education and training regarding fire prevention and emergency preparedness, including outreach to local schools and maintenance of the CERT program.	Fire Department	Ongoing	<i>Comments:</i>
<u>Action CSF 5h:</u> Develop new funding sources, and pursue grant opportunities that support the volunteer Fire Department.	Fire Department	Ongoing	<i>Comments:</i>
<u>Action CSF 5i:</u> As part of the development review process, consult with the Police Department in order to ensure that the project design facilitates adequate police response time and public safety and that the project addresses its impacts on police services through the incorporate of Crime Prevention through Environmental Design (CPTED) measures.	Planning Department Police Department	Ongoing	<i>Comments:</i> Development Review Team (DRT) held bi-weekly to review development projects internally with all relevant departments, including Police.
<u>Action CSF 5j:</u> Periodically assess the Police Department’s staff and equipment to assure adequate levels are provided to maintain a three-minute response time for 70 percent of emergency calls.	Police Department	Ongoing	<i>Comments:</i> Audit completed in 2021. City-wide Staffing study in 2021-22.
<u>Action CSF 5k:</u> Support policies, projects, programs, and regulations that strengthen partnerships and community-based efforts to reduce crime through prevention, education and enforcement, and encourage neighborhoods to develop cooperative relationships to prevent crime, develop social ties, and solve common problems.	Planning Department Police Department	Ongoing	<i>Comments:</i>
<u>Action CSF 5l:</u> Continue and expand police outreach to the public through participation at community events and distribution of crime prevention information through City publications, news media, and community organizations.	Police Department	Ongoing	<i>Comments:</i>
<u>Action CSF 5m:</u> Develop information on Neighborhood Watch Programs and actively promote such programs.	Police Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<u>Action CSF 6a:</u> As part of the development review process, ensure that local school districts are provided an opportunity to evaluate the impact of new development to public school facilities.	Planning Department	Ongoing	<i>Comments:</i> School population is declining, additional family housing would support the schools.
<u>Action CSF 6b:</u> Require new development to pay applicable school facility impact fees and work with developers and the school districts to ensure that adequate school and related facilities will be available.	Planning Department (Building Dept)	Ongoing	<i>Comments:</i>
<u>Action CSF 6c:</u> Work collaboratively with the County library system and community volunteers to identify opportunities to expand and provide library services that meet the educational and social needs of all residents, including possible replacement or expansion of the Sebastopol branch library.	Planning Department	Ongoing	<i>Comments:</i> Planning Department participated in Sonoma County Library Facilities Mater Plan in 2021.
<u>Action CSF 6d:</u> Identify partnership opportunities between municipalities, other agencies and library support organizations to expand library facilities, resources and services.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 6e:</u> Establish an innovative approach to funding cultural, community, and library facilities and/or services, in addition to State and Federal grants and loans. The City should establish mechanisms to allow gifts and dedication of land and facilities by individuals, local businesses, and national corporations.	Finance Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 6f:</u> Pursue joint-use agreements with schools, social service agencies, cultural institutions, and other community organizations to extend educational, recreational, library, and other public services to populations that may otherwise not be served.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 6g:</u> Seek creative adaptive re-use of public buildings if they are vacated, and strive to enhance the community benefit potential of all public buildings.	Planning Department	Ongoing	<i>Comments:</i>

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<u>Action CSF 6h:</u> Seek opportunities and funding sources to provide a new, or expanded, Community Cultural Center to address flood concerns and improve facilities and services.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Local Hazard Mitigation Plan completed in early 2022. SCCC served on the advisory committee.
<u>Action CSF 6i:</u> As funding permits, conduct a needs assessment of City facilities and services to determine if consolidation of selected functions at a central location is feasible and would improve community services; consider opportunities for partnerships or shared use with other community organizations and facilities.	City Manager	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 6j:</u> After conducting comprehensive needs assessments, establish priorities and funding mechanisms for projects and improvements to public and community facilities and buildings. The priority-setting process should include an extensive public outreach and participation program, and should assess needs and opportunities associated with the following types of buildings and facilities: Library, Community Cultural Center, City Hall/City offices, and other community buildings/needs identified by the public and the City Council.	City Manager	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CSF 6k:</u> Establish partnerships with local schools, community groups, local sports leagues, and other community service providers that serve the local youth and teen population to increase participation in City government and planning efforts.	Planning Department	Ongoing	<i>Comments:</i> Youth Membership on Climate Action Committee
<u>Action CSF 6l:</u> Endeavor to hold at least one joint public hearing between the City Council and Planning Commission annually to discuss key issues, challenges, and priorities facing the City.	Planning Department	Ongoing	<i>Comments:</i> Joint meeting held Sept 2021 for Housing Element discussion and kick-off
<u>Action COS 1a:</u> Implement the policies and actions in the Conservation and Open Space Element, and all other relevant and applicable policies and actions throughout the General Plan, to provide for progressive, effective, and forward-	Planning Department	Ongoing	<i>Comments:</i>

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thinking strategies to protect the natural environment and promote sustainability to the greatest extent feasible.			
<u>Action COS 1b:</u> Consider the establishment and adoption of a Rights of Nature Ordinance. Consideration should include legal, economic, and human implications of such an ordinance, a timeline for implementation, and standards to provide for robust environmental protection measures, while balancing the other social, economic, and community priorities established by the General Plan.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 2a:</u> Maintain Zoning Ordinance provisions to require development project proposals, infrastructure projects, long-range planning projects, and other projects that may potentially impact special-status species and sensitive resources to submit a resources analysis as part of the project application which determines whether significant adverse impacts will occur. Evaluations shall be carried out by a qualified professional biologist approved by the Sebastopol Planning Department, and shall be funded by the project applicant. Generally, the resources analysis shall identify, describe, and locate, the following: <ul style="list-style-type: none"> • The type and location of all special-status plant and animal species; • Riparian vegetation within at least 50 feet of the subject property; • The location, type, functionality, and offsite connectivity of wetlands, if applicable; • The location of protected native trees onsite (as defined by the Sebastopol Municipal Code); • Potential archaeological, cultural, and historical resources, if applicable; and • Flood hazard areas, as defined by the Federal Emergency Management Agency (FEMA) and/or the Department of Water Resources (DWR). The resources analysis shall determine, as applicable, the area and location of undeveloped land required to protect and enhance the continued viability of biotic resources, wetlands, and sensitive areas. The resources analysis shall	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.46

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<p>identify land that is functionally a part of the nearby wetlands ecosystem, which should be preserved in a natural state.</p> <p>Projects shall be designed to avoid impacts to sensitive resources; and in cases where impacts cannot be fully avoided, impacts shall be reduced. Where adverse impacts cannot be feasibly reduced or avoided through project design, projects shall include the implementation of site-specific or project-specific effective mitigation strategies developed by a qualified professional in consultation with state or federal resource agencies with jurisdiction (if applicable) that may include, but are not limited to, the following strategies:</p> <ul style="list-style-type: none"> • Preservation of habitat and connectivity of adequate size, quality, and configuration to support the special-status species. Connectivity shall be determined based on the specifics of the species' needs. • Project design measures, such as clustering of structures or locating project features to avoid known locations of special-status species and/or sensitive habitats. • Provision of supplemental planting and maintenance of grasses, shrubs, and trees of similar quality and quantity to provide adequate vegetation cover to enhance water quality, minimize sedimentation and soil transport, and provide adequate shelter and food for wildlife. • Protection for habitat and the known locations of special-status species through adequate buffering or other means to protect habitat functions. • Provision of replacement habitat of like quantity and quality on- or off-site for special-status species. Preference shall be given to the preservation of habitat on-site or as close to the area of impact as feasible, so long as that habitat is of comparable quality. • Enhancement of existing special-status species habitat values through restoration and replanting of native plant species. • Provision of temporary or permanent buffers of adequate size (based on the specifics of the special-status species) to avoid nest 			

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<p>abandonment by nesting migratory birds and raptors associated with construction and site development activities.</p> <ul style="list-style-type: none"> • Incorporation of the provisions or demonstration of compliance with applicable recovery plans for federally listed species. • Monitoring of construction activities by a qualified biologist to avoid impacts to on-site special status species. 			
<p><u>Action COS 2b:</u> Where sensitive biological habitats have been identified on or immediately adjacent to a project site, the project shall include appropriate mitigation measures identified by a qualified biologist, which may include, but are not limited to the following:</p> <ul style="list-style-type: none"> • Pre-construction surveys for species listed under the State or Federal Endangered Species Acts, or species identified as special-status by the resource agencies, shall be conducted by a qualified biologist; • Construction barrier fencing shall be installed around sensitive resources and areas identified for avoidance or protection, and to reduce potential soil compaction in sensitive areas; and • Employees shall be trained by a qualified biologist to identify and avoid protected species and habitat 	Planning Department	Ongoing	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> ESOS Ordinance updated in 2021 which includes these measures.
<p><u>Action COS 2c:</u> During the development review process, require project applicants to incorporate specific measures into project plans and specifications that are intended to prevent invasive and noxious weeds and vegetation from establishing on the project site.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action COS 2d:</u> Through coordination with the U.S. Fish and Wildlife Service, California Department of Fish and Wildlife, and Sonoma County, continue to maintain and periodically update, a map of sensitive biological communities and habitat within the Sebastopol Planning Area. Ensure that this map and associated information is readily available to potential developers and the public.</p>	Planning Department	Ongoing	<i>Comments:</i> GIS mapping includes habitat areas.
<p><u>Action COS 3a:</u> Continue to implement the Storm Water mitigation requirements in the Sebastopol Municipal Code in order to protect and enhance the water quality of watercourses and water bodies by reducing pollutants in</p>	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>

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storm water discharges to the maximum extent practicable, by prohibiting non-storm water discharges to the storm drain system, and by improving water quality in "first flush" storm water flows.			
<u>Action COS 3b:</u> Continue to implement the Wetlands District protection requirements in the Sebastopol Municipal Code in order to preserve and protect environmentally sensitive waterways and/or wetland areas. Review all development applications for consistency with the requirements of this Chapter, including use restrictions and development criteria established to protect surface water quality.	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.44
<u>Action COS 3c:</u> Continue to implement Creek Setback requirements of the Sebastopol Municipal Code in order to protect water quality, riparian habitat, and bank stability for all projects adjacent to creeks within the City.	Planning Department	Ongoing	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Update to Creek Ordinance added to the Planning Commission Workplan in 2022.
<u>Action COS 3d:</u> Continue to require new development projects to construct and implement all applicable storm water retention and water quality requirement standards and improvements contained in the Santa Rosa LID Manual, or equivalent document that implements the City's storm water permit.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action COS 3e:</u> During updates to the City's Storm Drain System Utility Master Plan, identify opportunities to restore any channelized and culverted drainage systems to a naturalized condition, without compromising the conveyance effectiveness of the system, and identify standards and opportunities to construct new storm water drainage infrastructure utilizing natural drainage features and effective best management practices to remove pollutants from storm water runoff, while maintaining a system that effectively protects residents and businesses from flooding.	Public Works Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 3f:</u> Utilize existing regulations and procedures, including but not limited to, the Zoning Ordinance, the design review process, and the	Planning Department	Ongoing	<i>Comments:</i>

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environmental review process, in order to conserve wetlands and riparian habitat within the city limits and the Planning Area.			
<u>Action COS 3g:</u> Coordinate with the California Department of Fish and Wildlife, Sonoma County, and local watershed protection groups to identify potentially impacted aquatic habitat within Sebastopol’s Planning Area and to develop riparian management guidelines to be implemented by development, recreation, and other projects adjacent to creeks, streams, and other waterways. Efforts should be coordinated with the Laguna Wetlands Preserve Restoration and Management Plan.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 3h:</u> Encourage volunteer-based programs that organize community creek restoration and/or clean-up events and provide public education regarding the benefits of city and regional water resources.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 3i:</u> Provide a conservation page (or similar page) on the City’s website that provides links to resource agencies (i.e., California Department of Fish and Wildlife, US Fish and Wildlife Service, US Army Corps of Engineers, Regional Water Quality Control Board, etc.) and provides information regarding local and regional conservation and environmental groups and programs, including the Atascadero Watershed Council and the Laguna de Santa Rosa Foundation, to the extent that the City has readily available information. Information that identifies creeks and tributaries affecting the Sebastopol area and the Laguna de Santa Rosa watershed should also be included.	Planning Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 3j:</u> Continue to identify which stormwater and drainage facilities are in need of repair and address these needs through the CIP process.	Public Works Department <i>(Engineering)</i>	Ongoing	<i>Comments:</i>
<u>Action COS 3k:</u> As part of the CIP process, identify channelized and buried creeks that may be suitable for naturalization and rehabilitation.	Public Works Department <i>(Engineering)</i>	B	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i> Calder Creek Naturalization project underway to consider these areas.

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<u>Action COS 3l</u> : Preclude development that would adversely affect the natural vegetation, wildlife habitat, or rare or endangered species in designated wetland and riparian areas.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 3m</u> : Periodically provide the Planning Commission and City Council with information regarding actions of the North Coast Regional Water Quality Control Board, the City of Santa Rosa, the Sonoma County Water Agency and other agencies within the Referral Area related to water quality protection efforts and activities.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action COS 3n</u> : Coordinate and collaborate with outside agencies, including but not limited to the North Coast Regional Water Quality Control Board, the City of Santa Rosa, and the Sonoma County Water Agency to implement regional water quality protection and improvement programs.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action COS 3o</u> : Develop maintenance guidelines for creeks and wetlands areas to reduce flooding, sedimentation and erosion while maintaining and/or enhancing the riparian vegetation and wildlife.	Public Works Department <i>(Engineering)</i>	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 3p</u> : Label each stormwater inlet in the City to identify receiving waters. Signs should indicate the receiving watercourse and state that no dumping is permitted.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action COS 4a</u> : Implement the Laguna Wetlands Preserve Restoration and Management Plan as the primary tool to achieve the community’s objectives for habitat protection, restoration, and public access in the Laguna.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 4b</u> : Continue to work collaboratively with the Sonoma County Agricultural Preservation and Open Space District to secure funding for the protection and restoration of the Laguna, consistent with the guidance provided by the Laguna Wetlands Preserve Restoration and Management Plan.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 4c</u> : Maintain and expand partnerships with federal, state, and local agencies to expand efforts to implement restoration and preservation goals in the Laguna.	Planning Department	Ongoing	<i>Comments:</i>

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<u>Action COS 4d:</u> Work with local non-profit and community groups to further the goals for the Laguna through community-based efforts.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 4e:</u> Explore opportunities to expand the City’s regulatory control over the management and preservation of the Laguna.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 4f:</u> During the development review process, review all development applications for consistency with the Laguna Wetlands Preserve Restoration and Management Plan, and ensure that new development does not adversely impact habitat within the Laguna, or interfere with efforts to implement restoration and preservation efforts within the Laguna.	Planning Department	Ongoing	<i>Comments:</i> ESOS ordinance updated in 2021 to provide formal process.
<u>Action COS 4g:</u> Seek expanded opportunities to utilize the storage ponds adjacent to the Laguna for groundwater recharge and surface water storage.	Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 4h:</u> Establish and prioritize a list of parcels and areas around the Laguna for future acquisition and preservation.	Planning Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 5a:</u> Participate in regional efforts with the Sonoma County Water Agency and other local agencies to develop and implement a Groundwater Sustainability Plan for the Santa Rosa Plain Basin that meets the requirements set forth in the 2014 Sustainable Groundwater Management Act (SGMA).	Public Works Department <i>(Engineering)</i>	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Plan adopted Dec 9, 2021.
<u>Action COS 5b:</u> Coordinate with the Santa Rosa Plain Basin Advisory Panel to help implement the goals and objectives identified in the Santa Rosa Plain Watershed Groundwater Management Plan.	Public Works Department <i>(Engineering)</i>	B	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 5c:</u> Continue to monitor City wells to track local groundwater levels and monitor water quality. Share data with state and regional agencies, including the California Department of Water Resources (DWR), SCWA, and	Public Works Department	Ongoing	<i>Comments:</i>

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Sonoma County, and the public to ensure that regional groundwater sustainability planning efforts include the most complete and comprehensive data available.			
<u>Action COS 5d:</u> Continue to implement measures to reduce known contaminants in City water supplies through the installation and use of treatment systems at City wells, or by other methods recommended by qualified professionals contracted by the City.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action COS 5e:</u> Investigate opportunities to utilize recycled water supplies to assist with groundwater recharge.	Public Works Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 5f:</u> Explore the feasibility of using GIS technology, aerial photographs, lidar, and other data sources to track and monitor the volume (area) of impervious surfaces within the City. Utilize the data to track trends and rates of increase of impervious surfaces in Sebastopol. Consider establishing targets and incentives for decreases in areas of impervious surfaces.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Stormwater Impact Fee implemented for all development (based on square footage of new impervious surface) May 18, 2021.
<u>Action COS 5g:</u> Continue to initiate and support a range of educational and public outreach programs to inform residents, agriculture, businesses and other groundwater users of best management practices in the areas of efficient water use, water conservation, and increasing groundwater recharge. Continue to make these resources available to the public through the City's website.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action COS 5h:</u> In cooperation with Sonoma County Water Agency (SCWA), DWR, and other public agencies and well owners, support the establishment and maintenance of a system of voluntary monitoring of wells throughout the region, utilizing public water system wells and private wells where available. Encourage local private well owners to participate in voluntary monitoring programs.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>

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<u>Action COS 5i:</u> In cooperation with SCWA, DWR and other public agencies, support the ongoing maintenance of a groundwater database from available application data, well tests, monitoring results, study reports and other sources. Encourage SCWA and Sonoma County to use the data, along with other available information, to continue to refine the mapping of groundwater availability classifications and develop refined strategies for groundwater conservation and management.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action COS 5j:</u> When considering public projects on City-owned land that may increase the volume of impervious surfaces on the site, seek opportunities to implement alternate approaches, such as the use of pervious paving materials, expanded areas of naturalized landscape, and other measures deemed feasible in order to increase the groundwater recharge potential of the site.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 5k:</u> Continue to implement and strengthen programs aimed at reducing the illegal and harmful disposal of pharmaceutical products into the wastewater system. Programs may include buy-back programs, safe drop-off locations, and other available measures.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 6a:</u> Make available a list of plants and trees native to the region that are suitable for use in landscaping. The plant and tree species should be drought tolerant, available from local sources, and consideration should be given to the suitability of the plant and tree species for use as habitat to native animals, birds, and insects. The list should be provided online in a user-friendly format, and staff should direct project applicants to the list during site design review and approval.	Planning Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 6b:</u> Continue to implement the Tree Protection Ordinance, which protects substantial trees, provides for removals in specified circumstances, and which requires a Tree Protection Plan (TPP) prepared by a certified arborist for projects that may affect protected trees.	Planning Department	Ongoing	<i>Comments:</i>

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<u>Action COS 6c:</u> Review and possibly revise the Tree Protection Ordinance in order to strengthen monitoring provisions for re-planting efforts, in order to ensure the long-term health and viability of re-planted trees. Revisions should also address the current fee structure for violations of the TPP to ensure that violations are more costly than compliance with the TPP requirements.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 6d:</u> Prepare and adopt a Street Tree Planting and Management Program establishing varieties, size and spacing requirements, maintenance standards, and priority planting schedules. This program shall give priority to those streets with heavy vehicular traffic and those which link open space and activity centers. The program shall ensure that trees provide adequate shade and are integrated into parking lots and community spaces in such a manner that tree health is maintained in the long term.	Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 6e:</u> Continue requiring the planting of trees in parking lots to provide shade and visual screening.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 7a:</u> Review all new industrial and commercial development projects for potential air quality impacts to residences and other sensitive receptors. Staff shall ensure that mitigation measures and best management practices are implemented to reduce significant emissions of criteria pollutants to the greatest extent feasible.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 7b:</u> Refer development, infrastructure, and planning projects to the Bay Area Air Quality Management District (BAAQMD) for review. Require project applicants to prepare air quality analyses to address BAAQMD and General Plan requirements, which include analysis and identification of: <ul style="list-style-type: none"> • Air pollutant emissions associated with the project during construction, project operation, and cumulative conditions. • Potential exposure of sensitive receptors to toxic air contaminants. • Significant air quality impacts associated with the project for construction, project operation, and cumulative conditions. 	Planning Department	Ongoing	<i>Comments:</i>

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<ul style="list-style-type: none"> Mitigation measures to reduce significant impacts to less than significant or the maximum extent feasible where impacts cannot be mitigated to less than significant. 			
<u>Action COS 7c:</u> Adequate buffers between new industrial uses and sensitive receptors shall be required to avoid potential air quality and nuisance impacts.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 7d:</u> Continue to implement a Trip Reduction Ordinance in order to reduce vehicle trips generated by large employers.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action COS 7e:</u> Consider carbon monoxide levels at intersections when evaluating the need for intersection improvements.	Planning Department and Public Works Department	Ongoing	<i>Comments:</i>
<u>Action COS 7f:</u> Include the Fire Department in the review of proposed land uses which would handle, store or transport any potential air pollutant sources such as, but not limited to: lead; mercury; vinyl chloride; benzene; asbestos; beryllium; and all fuels.	Planning Department and Fire Department	Ongoing	<i>Comments:</i>
<u>Action COS 7g:</u> Continue to require and enforce a dust emissions control plan for construction that includes regular watering during earthmoving operations or excavations, covering stockpiles or exposed earth and soil, spraying water or palliatives, pave or otherwise seal disturbances as soon as possible, and other measures to limit dust and reduce evaporative hydrocarbon emissions.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 7h:</u> Work with Sonoma County and the Bay Area Air Quality Management District to implement programs aimed at improving regional air quality.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 7i:</u> During preparation of the City's long-range capital expenditure plans, explore the feasibility of replacing and improving the efficiency of the City's existing vehicle fleet.	Public Works Department	Ongoing	<i>Comments:</i>

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<u>Action COS 8a:</u> Continue to participate in regional climate action planning efforts led by the Regional Climate Protection Authority (RCPA) towards development and implementation of the Climate Action Plan 2020.	Planning Department	Ongoing	<i>Comments:</i> Coordination of CivicSpark fellow with RCPA in 2021-22, resulting in updated Climate Action Framework.
<u>Action COS 8b:</u> Review new development, significant remodels, and infrastructure projects for consistency with the RCPA Climate Action Plan.	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Local Climate Action Framework adopted
<u>Action COS 8c:</u> Periodically review and update the City’s greenhouse gas reduction goals for municipal operations, and establish aggressive goals that demonstrate the City’s firm and ongoing commitment to climate action planning.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> RCPA completed analysis, showing overall 23% reduction from
<u>Action COS 8d:</u> Continue to provide information and resources to the public and businesses regarding steps the City is taking to address the issue of climate change, and provide the public and businesses with information that will assist in private efforts to reduce GHG emissions and assist the City in meeting established greenhouse gas reduction targets.	Planning Department	Ongoing	<i>Comments:</i> Climate Action Committee has an Education and Outreach Working Group.
<u>Action COS 8e:</u> Consider adopting GHG reduction goals that meet or exceed the RCPA Climate Action Plan goals.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 9a:</u> Revise the Municipal Code to adopt the most current version of the Title 24 CALGreen Tier 1, or successor program, standards for energy efficiency in new construction and significant remodels.	Building Department	A	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i>

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			Will be done in the next code cycle.
<u>Action COS 9b:</u> Explore the feasibility of providing incentives for projects that implement CALGreen Tier 2, or successor program, standards into new construction and significant remodels.	Planning Department, Building Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 9c:</u> Encourage retrofitting of energy-saving features in existing dwellings as a part of the City’s Housing Rehabilitation Program by providing information, technical assistance, and other incentives.	Building and Safety Department	Ongoing	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i> Partnerships with BayRen and others. Climate Action Committee working on outreach.
<u>Action COS 9d:</u> Continue to implement the requirements of the Mandatory Solar Photovoltaic Requirements Ordinance, as detailed in the Municipal Code.	Building and Safety Department	Ongoing	<i>Comments:</i> Mandatory Solar now part of State Building Code.
<u>Action COS 9e:</u> Provide educational materials and resources to the public and local businesses that emphasize the benefits of energy efficiency construction measures and how such measures can offset increased construction costs and building operational costs.	Building and Safety Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 9f:</u> Connect residents and businesses with programs that provide free or low-cost energy efficiency audits and retrofits to existing buildings.	Building and Safety Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> BayRen program in progress.
<u>Action COS 9g:</u> Explore the feasibility of implementing a rainwater catchment system demonstration project at a City-owned site, and encourage the installation and use of rainwater catchment systems on new public buildings. The City should partner with local groups and outside resources to provide residents with toolkits and education materials to promote and encourage the installation of these systems on private lands.	Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<u>Action COS 9h</u> : Explore opportunities to work with waste haulers and waste disposers to re-use and recycle discarded hazardous materials.	Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 9i</u> : Promote and support community hazardous materials collection events.	Public Works Department	Ongoing	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 9j</u> : Encourage waste haulers to increase recycling efforts.	Public Works Department	Ongoing	<i>Comments:</i> State law regarding composting now in effect.
<u>Action COS 9k</u> : Provide a conservation page (or similar page) on the City's website that provides links to resource agencies and provides information regarding local and regional conservation and environmental programs, to the extent that the City has readily available information, including recycling guidance for single family residences, businesses, and apartments, opportunities for reuse of materials, a description of how to compost, and a description of methods to reduce water use, such as appropriate reuse and recycling of water, water conservation measures, and xeriscaping.	Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 9l</u> : Continue to implement the Water Efficient Landscape Program, as detailed in the Municipal Code.	Planning Department	Ongoing	<i>Comments:</i> Additional outreach planned in future.
<u>Action COS 9m</u> : Continue to monitor local water conservation efforts and periodically review and revise the range of local programs and resources available to reduce water consumption.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action COS 9n</u> : Continue to require grading permits for new construction and maintain rigorous storm water mitigation requirements.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>

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<u>Action COS 9o:</u> Continue to maintain policies that minimize City use of pesticides, herbicides and fertilizers, and encourage residents and businesses to also minimize use of these substances.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action COS 10a:</u> Work with the Federated Indians of the Graton Rancheria to prepare a narrative description of the Native American background of the Sebastopol area and request the Federated Indians of the Graton Rancheria provide pictorial examples of the types of Native American resources present in the vicinity. Place this description on the City's website as a link under the History of Sebastopol section.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 10b:</u> Require a cultural and archaeological survey prior to approval of any development project where a potential or known historical, archaeological, or other cultural resource is located or which would require excavation in an area that is sensitive for cultural or archaeological resources. If significant cultural or archaeological resources, including historic and prehistoric resources, are identified, the project shall be required to implement appropriate measures, such as avoidance, capping of the resource site, or documentation and conservation, to reduce adverse impacts to the resource to a less than significant level.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 10c:</u> Require all development, infrastructure, and other ground-disturbing projects to comply with the following conditions in the event of an inadvertent discovery of cultural resources or human remains: <ul style="list-style-type: none"> • If construction or grading activities result in the discovery of significant historic or prehistoric archaeological artifacts or unique paleontological resources, all work within 100 feet of the discovery shall cease, the Planning Department shall be notified, the resources shall be examined by a qualified archaeologist, paleontologist, or historian for appropriate protection and preservation measures; and work may only resume when appropriate protections are in place and have been approved by the Planning Department. • If human remains are discovered during any ground disturbing activity, work shall stop until the Planning Department and the County Coroner 	Planning Department	Ongoing	<i>Comments:</i>

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have been contacted; if the human remains are determined to be of Native American origin, the Native American Heritage Commission (NAHC) and the most likely descendants have been consulted; and work may only resume when appropriate measures have been taken and approved by the Planning Department.			
<u>Action COS 10d:</u> Continue to invite the Federated Indians of the Graton Rancheria, as well as other recognized tribes that express interest, to comment on City projects as part of the environmental review process.	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action COS 10e:</u> Develop a Historic Sebastopol program to identify and protect historic resources, encourage landowners to voluntarily preserve and rehabilitate historical structures, and to provide a coordinated approach to draw visitors and tourists to these areas. The program may include:</p> <ul style="list-style-type: none"> • Coordinated signage and identifying placards of historic areas, including downtown, specific buildings, and businesses. • Maps available on-line, at the Chamber of Commerce, and key locations of the City that direct visitors and history aficionados to key historic and cultural resources in the City. • Establishment of local historic districts (such as the downtown) with standards to conserve historical resources and promote the highest and best use of such resources. • Property owner incentives for the preservation and restoration of historic buildings and sites. Consider the following incentives: Interest-free or reduced interest loans for rehabilitation work consistent with the original character of the building; tax incentives for the preservation of historic structures, including the use of Mills Act preservation contracts; reduced processing fees for preservation and protection of outstanding buildings; use of the State Historic Building Code where applicable; a brochure that identifies resources to purchase materials and fixtures that are historically accurate in appearance but offer modern benefits (e.g., energy-efficient lighting, windows, building materials that correlate to specific architectural or historic periods that are often seen in the City); 	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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and awards and grants for the preservation and protection of outstanding buildings.			
<p><u>Action COS 10f:</u> Develop guidelines for remodels of potentially historic residential structures to ensure that the character and individuality of such residences is maintained. The guidelines should address:</p> <ul style="list-style-type: none"> • Design styles, age of home, and other criteria to determine applicability of the guidelines; • Exterior features that are important and covered by the guidelines (e.g., siding and exterior finishes, windows, doors, roofs, porches, garages, outbuildings, and streetscapes); • Standards for modifications and renovation, including the extent of changes that can occur; and • Activities that are exempt from the guidelines, such as interior improvements and routine maintenance and repair. 	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Utilize Secretary of Interior guidelines as needed.
<p><u>Action COS 10g:</u> Encourage and support local and non-profit efforts to publicize and educate regarding local history and culture. Key historical resources, groups, and time periods to emphasize may include, but are certainly not limited to: the railroad culture and history; the redwood logging industry; the Pomo Indians and other Native American groups; Mexican and other Latin American immigrants: the Californios; the region’s apple farming and processing history; the history and origin of Sebastopol’s name; historic Chinatown; and local Japanese-American history.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action COS 10h:</u> Continue to implement the Cultural Heritage Chapter of the Sebastopol Municipal Code encourage the protection, restoration, and enhancement of the City’s aesthetic and historic attractions and resources.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action COS 10i:</u> Continue to refer projects to Sonoma State University’s Archaeological Resource Center and Western Sonoma County Historical Society.</p>	Planning Department	Ongoing	<i>Comments:</i> Contract renewed in 2022.
<p><u>Action COS 10j:</u> Seek funding for the restoration and preservation of archaeological and historical resources.</p>	Planning Department	Ongoing	<i>Comments:</i>

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<u>Action COS 11a:</u> Assess public views and ridgelines as part of the project review process to assure that projects protect natural resources through proper site planning, building design, and landscaping.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 11b:</u> Utilize the Scenic Resource Areas Map (Figure 5.5-1 in the Existing Conditions Report) as a guide to protecting and enhancing scenic views in the development review process.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 11c:</u> Analyze proposed structures proximate to the Laguna de Santa Rosa for their effect on the views of and from the Laguna de Santa Rosa.	Planning Department	Ongoing	<i>Comments:</i> Implemented through Zoning Ordinance, ESOS overlay
<u>Action COS 11d:</u> Analyze proposed structures proximate to the Laguna de Santa Rosa for their potential effect on the Laguna skyline. Do not permit massive, uninterrupted penetrations of the tree line by roofs or other building structures.	Planning Department	Ongoing	<i>Comments:</i> Implemented through Zoning Ordinance, ESOS overlay
<u>Action COS 11e:</u> Continue to require developers to underground utility lines.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action COS 11f:</u> Continue to implement the Hillside Development standards contained in the Municipal Code, which prohibits development of any lot with an average cross-slope greater than 10% for any use other than single family detached residences without first obtaining a Hillside Development Use Permit.	Planning Department	Ongoing	<i>Comments:</i> This action is no longer valid under State Law.
<u>Action COS 11g:</u> Review, and consider strengthening, the exterior lighting standards contained in the Design Review Guidelines. The lighting standards in the Design Review Guidelines should incorporate principals and best practices endorsed by the International Dark Sky Association. The updated standards should address: <ul style="list-style-type: none"> • Nuisance prevention • Shielding requirements • Level of illumination • Energy efficiency requirements • Accent lighting 	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<u>Action COS 12a:</u> Provide information to property owners about available funding sources and tax benefits to maintain open space in perpetuity.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 12b:</u> Continue to implement relevant sections of the Zoning Ordinance to require that on-site open space be provided in multi-family and mixed-use developments.	Planning Department	Ongoing	<i>Comments:</i> 17.20-1, 17.20.040, 17.25-1, 17.25.040
<u>Action COS 12c:</u> Review all development proposals involving unincorporated land within the jurisdiction of Sonoma County, and within or adjacent to the Sphere of Influence or Planning Area, to ensure adequate preservation of community separators and open space resources.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 12d:</u> Adopt an ordinance that specifies standards and responsibilities for the maintenance of private open space lands within the city limits. The standards should include provisions for public access, habitat management, water quality protection, safety, and aesthetics.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 12e:</u> Implement a coordinated and cost-effective plan for City management and maintenance of publicly-owned open space within the city limits.	Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 12f:</u> Consider impacts to agricultural lands and agricultural productivity when reviewing new development projects, amendments to the General Plan, and rezoning applications.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 12g:</u> Work with Sonoma County to establish and implement consistent policies for agricultural lands surrounding Sebastopol that prioritize the preservation of agricultural lands, support ongoing agricultural activities, and maintain community separators.	Planning Department	Ongoing	<i>Comments:</i> Priority Conservation Area (PCA) for Laguna de Santa Rosa, and for ag lands
<u>Action COS 12h:</u> Work with the Sonoma County Permit and Resource Management Department to ensure that Open Space/Parks, Agricultural, and Rural Residential lands surrounding the City are zoned appropriately as rural	Planning Department	Ongoing	<i>Comments:</i>

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residential, agricultural, parks, and other limited development or recreational uses in order to limit growth-inducement and development.			
<u>Action COS 12i</u> : Work with Sonoma County to protect and enhance Ragle Park as an open space resource in and around Sebastopol, and explore opportunities to expand open space areas along the Laguna de Santa Rosa and Atascadero Creek.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 12j</u> : Work with property owners willing to set up land trusts within the City limits in order to protect open space resources.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 12k</u> : Review all development proposals, planning projects, and infrastructure projects to ensure that open space and scenic resource impacts are reduced by maximizing design features that preserve a sense of open space and by minimizing off-site and night sky impacts of outdoor lighting consistent with the requirements of the Municipal Code.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action COS 12l</u> : Revise the Design Review Guidelines to require clustering or other measures to preserve a sense of openness in new developments that are adjacent to open space or scenic resource areas.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action COS 12m</u> : Work with Sonoma County and the City of Santa Rosa to protect and enhance the Laguna de Santa Rosa Wetlands and Laguna Uplands Preserves as open space resources in and around Sebastopol and to explore opportunities to expand open space areas along the Laguna de Santa Rosa.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action N-1a</u> : Update Chapter 8.25 and Title 17 of the Sebastopol Municipal Code to: <ul style="list-style-type: none"> • Ensure that the noise standards are consistent with this element, including Tables N-1 and N-2; • Require new residential, mixed-use with a residential component, and other noise-sensitive development to be designed to minimize noise exposure to noise sensitive uses through incorporation of site planning and architectural techniques; 	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<ul style="list-style-type: none"> • Include regulations to reduce exposure to exterior periodic nuisance noise, including trash collection, street sweeping, and other noise-generating activities. • Establish maximum interior noise levels for activities held at public and community buildings. 			
<p><u>Action N-1b:</u> Continue to implement and enforce the requirements of Chapter 8.25 of the Sebastopol Municipal Code in order to reduce nuisance noise from stationary sources near residential areas. During future updates to Chapter 8.25 of the Municipal Code, the City should develop standards and procedures to verify ongoing compliance with applicable noise standards by stationary sources, and develop more rigorous enforcement procedures to respond to and correct verified noise violations.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action N-1c:</u> Review new development projects for compliance with the noise requirements established in this element, including the standards established in Tables N-1 and N-2. Where necessary, require mitigation measures to achieve the noise standards.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action N-1d:</u> Require acoustical studies for all new discretionary projects, including those related to development and transportation, which have the potential to generate noise impacts which exceed the standards identified in this element. The studies shall include representative noise measurements, estimates of existing and projected noise levels, and mitigation measures necessary to ensure compliance with this element and relevant noise standards in the Sebastopol Municipal Code.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action N-1e:</u> Coordinate with Caltrans and Sonoma County, when necessary, to ensure that these agencies obtain City concurrence prior to initiating any noise mitigation or other project affecting the noise environment in Sebastopol.</p>	Planning Department	Ongoing	<i>Comments:</i>
<p><u>Action N-1f:</u> Require construction projects that may generate excessive noise impacts to implement the following types of standard best practices, as applicable, to reduce construction noise impacts to the extent feasible:</p>	Planning Department	Ongoing	<i>Comments:</i>

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<ul style="list-style-type: none"> Noise-generating construction activities, including truck traffic coming to and from the construction site for any purpose, shall be limited as specified in the Noise Ordinance. All equipment driven by internal combustion engines shall be equipped with mufflers, which are in good condition and appropriate for the equipment. The construction contractor shall utilize “quiet” models of air compressors and other stationary noise sources where technology exists. At all times during project grading and construction, stationary noise-generating equipment shall be located as far as practicable from sensitive receptors and placed so that emitted noise is directed away from residences. Unnecessary idling of internal combustion engines shall be prohibited. Construction staging areas shall be established at locations that will create the greatest distance between the construction-related noise sources and noise-sensitive receptors nearest the project site during all project construction activities, to the extent feasible. Neighbors located adjacent to the construction site shall be notified of the construction schedule in writing. The construction contractor shall designate a “noise disturbance coordinator” who will be responsible for responding to any local complaints about construction noise. The disturbance coordinator shall be responsible for determining the cause of the noise complaint (e.g., starting too early, poor muffler, etc.) and instituting reasonable measures as warranted to correct the problem. A telephone number for the disturbance coordinator shall be conspicuously posted at the construction site. 			
<p><u>Action N-2a:</u> Review and consider updates to the Municipal Code that would allow businesses within the Downtown to apply for a special use permit that</p>	Planning Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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allows for periodic exceedances of the exterior noise standards contained in Table N-1. The Municipal Code updates should consider the following: <ul style="list-style-type: none"> Establishment of a special use permit process and standards for periodic noise level exceedances; Limitations on the days of the week and hours of the day when elevated noise generating activities may be permissible; Requirements for verifiable self-monitoring and reporting of noise levels generated by special use permit holders; Procedures for processing and responding to noise complaints received against a special use permit holder; and Criteria for the revocation of a special use permit in the event that violations of the permissible noise levels occur. 			17.330, 17.430
<u>Action N-2b:</u> Review Chapter 8.25 of the Municipal Code to ensure that maintenance activities in the Downtown area, such as street sweeping, sidewalk blowing, trash collection, etc., occur during times that minimize noise impacts.	Planning Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD 1a:</u> Continue to maintain the Design Review Board.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD 1b:</u> Develop and update urban design guidelines to include design standards and goals for key districts, areas, or types of development throughout the community, including, but not limited to, the Downtown, Gravenstein Highway (north and south), as well as single family and multifamily types of development. Design guidelines should include provisions that enhance and support the unique qualities of areas, as well as supporting the character of residential neighborhoods. The design guidelines should allow for creative design solutions and architectural diversity. Consideration should be given to incorporating form-based code components into the design guidelines.	Planning Department	B	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i> Objective Design Standards for multi-family and mixed-use development, and SB9 standards for single family zones to be developed 2022-23.
<u>Action CD 1c:</u> Provide design and development guidelines for gateways to the city to encourage special features and to discourage the establishment of new	Planning Department	B	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress

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fast-food establishments, auto-dependent businesses, and similar uses and minimize sidewalk driveway cuts to the maximum extent possible.			<i>Comments:</i> Objective Design Standards work will include commercial areas.
<u>Action CD 1d:</u> Implement the policies and actions in the Circulation Element to address key aspects of connectivity, complete streets, and programs that support pedestrian oriented environments.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD 1e:</u> Implement the policies and actions in the Conservation and Open Space Element to promote and expand key linkages between the natural and built environment, including the protection of viewsheds, and natural resources that enhance Sebastopol’s community identity.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD 1f:</u> Provide guidance to developers in the application of Best Management Practices for grading, vegetation retention and similar practices which may affect aesthetic quality and sensitive landscapes.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD 1g:</u> Implement the policies and actions in the Land Use Element that support a compact urban form including: mixed-uses, and housing opportunities within new commercial developments.	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.25
<u>Action CD 1h:</u> Provide pedestrian amenities such as public street furniture in commercial and retail hubs to encourage socialization areas for residents and visitors.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD 1i:</u> Identify priority street improvements that would make a substantial contribution to the character and connectivity of centers and commercial hubs, including widening sidewalks, narrowing travel lanes, creating attractive medians, landscaping, standards for parklets, and the establishment of “green corridors” and passageways that provide connectivity for non-vehicular travelers.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD 1j:</u> Review and update the Zoning Ordinance to strengthen/establish standards that prohibit the development of auto-centric strip commercial design	Planning Department	B	<input checked="" type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress

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in new development projects. Standards may include, but are not limited to, requiring shared use of parking lots, locating parking lots to the rear of buildings, consolidating access points, clustering retail uses, incorporating landscaping and lighting standards, and providing for enhanced pedestrian and bicycle access.			<i>Comments:</i> 17.25.030.B. Objective Design Standards work will include commercial areas.
<u>Action CD 1k:</u> Periodically review, and update as necessary, the City's Sign Ordinance to enhance community character and prohibit signage that detracts from the visual quality of Sebastopol.	Planning Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD 1l:</u> Regularly monitor the status and condition of all City-owned signs and conduct maintenance activities and periodic upgrades to City signs in order to improve the visual appearance of the city.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action CD 1m:</u> Continue to implement the Universal Design requirements established in Chapter 15.80 of the Sebastopol Municipal Code.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD 2a:</u> Maintain and update the Downtown Plan as necessary to reflect the urban design goals. Updates to the Downtown Plan should: <ul style="list-style-type: none"> • Include provisions for quality publicly-accessible open spaces at appropriate locations that enhance the pedestrian experience and attract people to the Downtown; • Provide standards for the appropriate design, scale, and edge treatment to define, and create publicly-accessible spaces that positively contribute to the character of the area and provide public access to community gathering, recreational, artistic, cultural, or natural amenities; • Recognize Downtown's unique character as the oldest part of the City, and leverage historic resources to create a unique urban environment for Downtown; and • Respect and respond to on-site and surrounding historic character in proposals for development. 	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Included in future years in Planning Commission workplan.
<u>Action CD 2b:</u> Develop and place distinctive street signs within the Downtown.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress

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			<i>Comments:</i>
<u>Action CD 2c:</u> Consider the collection of in-lieu parking fees to fund the construction of a Downtown parking garage.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD-2d:</u> Implement the policies and actions in the Circulation Element that establish flexible parking standards to facilitate an effective utilization of parking spaces, promote increased walkability and bicycle use, and provide traffic calming measures that increase safety and visual appeal within the Downtown.	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.110
<u>Action CD-2e:</u> Develop a streetscape improvement plan that prioritizes upgrades to physical connections and aesthetic continuity throughout the Downtown. Establish incentives for businesses in the Downtown to participate in beautification and public space enhancement efforts.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD-2f:</u> Consider revising the Downtown planning boundary or revising zoning designations to include areas such as South Main Street and the Light Industrial area west of Morris Street between Bodega Avenue and Laguna Park Way.	Planning Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Figure 17.08-I; addition of CM district (17.25)
<u>Action CD-2g:</u> Support streetscape and other improvement measures to achieve a walkable, pedestrian-oriented atmosphere in the Downtown. Encourage the use of traffic calming measures, and other streetscape improvements including: gathering points, street furniture, street trees, parkettes, landscaping, and lighting that provide for a vibrant pedestrian-oriented environment that encourages public gathering near commercial uses.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD-2h:</u> Develop and implement a City-wide wayfinding sign program for City and community facilities. Encourage local schools to implement signage programs that identify Sebastopol.	Planning Department	A	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i>

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			Signage developed, phase 1 implemented phase 2/3 pending funding.
<u>Action CD-2i</u> : Develop and implement a sign program to identify City parks.	Planning Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Signage developed, phase 1 (parks) implemented.
<u>Action CD-2j</u> : Continue to seek opportunities to enhance the Town Plaza in order to provide for a centralized gathering place in the Downtown. Enhancements may include better orientation between the adjacent businesses and the Plaza; the exploration of possible relocation of all or portions of the existing parking spots on Weeks Way to accommodate additional pedestrian-oriented community space and an enlarged plaza; and traffic calming measures to improve the pedestrian experience.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD-3a</u> : Work with federal, state, and local agencies, nonprofit organizations, educational institutions, and interested citizens to obtain funding and increase community involvement to enhance and preserve historical sites and structures.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD-3b</u> : Inventory historical and cultural resources and prepare a comprehensive survey of sites and structures including those of architectural significance.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD-3c</u> : Develop and distribute educational guides of places with cultural and historical significance. Educational guides should be accessible for viewing at City Hall, on the City website, or available at the local library whenever possible.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD-3d</u> : Support cultural events that promote the City’s cultural history and diversity.	Planning Department	Ongoing	<i>Comments:</i>

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<u>Action CD-3e:</u> Develop a priority list for the restoration and preservation of significant structures in the City.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD-3f:</u> Encourage and assist property owners’ restoration efforts whenever feasible. This includes providing preservation guidance for design elements, and assisting in the placement of structures on the National Register of Historic Places.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD-3g:</u> Develop and maintain standard conditions of approval and require, as necessary, CEQA review of development projects to ensure the preservation of historical and cultural resources.	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Standard Conditions of Approval adopted in early 2022.
<u>Action CD-3h:</u> Seek funding strategies such as grants and tax incentives (i.e. Mills Act) for historic building rehabilitation, and to promote historic preservation throughout the community.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD-3i:</u> Utilize the City’s Cultural Heritage ordinance to recognize historically or culturally significant structures.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD-4a:</u> Develop and adopt a public arts program to provide a cost effective way to expand local opportunities to increase public art in Sebastopol.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD-4b:</u> Coordinate with the Sebastopol Center for the Arts to promote the exhibition of public art and promote arts programs throughout the community.	Planning Department	Ongoing	<i>Comments:</i> Joint celebration for Community Sculpture Garden in 2022. (Sponsored by City, on both SCA and City property).

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<u>Action CD-4c:</u> Explore sculpture and art exhibit opportunities in the Downtown area that foster community participation.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD-4d:</u> Identify and pursue a variety of state and federal grant opportunities to expand arts and culture revenues such as: <ul style="list-style-type: none"> • California Arts Council • National Endowment for the Arts • Americans for the Arts • National Endowment for the Humanities • State Department of Education 	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD-4e:</u> Inventory and document significant public art and ensure timely and appropriate removal of temporary installations.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> PAC updated art inventory.
<u>Action CD-4f:</u> Coordinate with Sonoma County for regional arts programming opportunities and events.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CD-4g:</u> Create a website posting and/or publication to provide public art viewing locations and to promote arts programming throughout the community.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CD-4h:</u> Involve local artists and designers in the design process to incorporate public art into the design of public spaces.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 1a:</u> Review all development projects to ensure conformance with applicable state and City building standards related to geologic and seismic safety.	Building and Safety Department	Ongoing	<i>Comments:</i>
<u>Action SA 1b:</u> Continue to require geotechnical reports by a state-registered geologist for development proposals and for all critical structures. These reports should include, but not be limited to: evaluation of and recommendations to mitigate the effects of fault displacement, ground shaking, landslides, expansive soils, liquefaction, subsidence, and settlement. Recommendations from the	Planning Department	Ongoing	<i>Comments:</i>

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report shall be incorporated into the development project to address seismic and geologic risks identified in the report.			
<u>Action SA 1c:</u> Require strict adherence to the requirements of the California Code of Regulations (CCR), Title 24 in all areas of the city and, during the development review process, ensure that public and critical use buildings shall not be located in areas susceptible to potential natural hazards.	Building and Safety Department	Ongoing	<i>Comments:</i>
<u>Action SA 1d:</u> Continue to require, as conditions of approval, measures to mitigate potential seismic and geologic safety hazards for structures, where necessary.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 1e:</u> Require an erosion and sediment control plan prepared by a civil engineer, or other professional who is qualified to prepare such a plan, to be submitted as part of any grading permit application for new development. The erosion and sediment control plan shall delineate measures to appropriately and effectively minimize soil erosion and sedimentation, and shall comply with the design standards and construction site control measures contained in Title 15 of the Municipal Code.	Engineering Department	Ongoing	<i>Comments:</i>
<u>Action SA 1f:</u> Evaluate slopes over 15 percent and areas susceptible to liquefaction, settlement, instability, and expansive soils for safety hazards prior to issuance of any discretionary approvals and require mitigation measures or conditions of approval to address identified hazards.	Engineering Department	Ongoing	<i>Comments:</i>
<u>Action SA 1g:</u> All building code requirements shall be adhered to so as to provide for maximum safety requirements. Inspections for compliance shall be made by the Building Department prior to approval for occupancy.	Building and Safety Department	Ongoing	<i>Comments:</i>
<u>Action SA 1h:</u> Continue to require professional inspection of foundation, excavation, earthwork, and other geotechnical aspects of site development during construction on those sites specified in geotechnical studies as being prone to moderate or greater levels of seismic or geologic hazard.	Engineering Department	Ongoing	<i>Comments:</i>
<u>Action SA 1i:</u> Continue to monitor and review existing critical, high priority buildings to ensure structural compliance with seismic safety standards.	Engineering Department	Ongoing	<i>Comments:</i>
<u>Action SA 1j:</u> Provide information to the public on ways to reinforce buildings to reduce damage from earthquakes.	Building Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress

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			<i>Comments:</i>
<u>Action SA 1k:</u> Maintain an inventory of all natural hazards, including active faults, Alquist-Priolo Special Study Zones, soil and geologic hazards, floodplains, and projected dam failure inundation areas.	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Done through GIS Maps
<u>Action SA 1l:</u> Encourage Caltrans and the County of Sonoma to seismically reinforce bridges in the Sebastopol Planning Area.	Public Works Department (Engineering)	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action SA 1m:</u> Review all projects in relation to available hazards information contained in Figure 8.1 and other similar documents available in the Planning Department.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 1n:</u> If active or potentially active faults are identified in the vicinity of the City or Planning Area, establish setbacks from active or potentially active fault traces for structures intended for human occupancy.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 1o:</u> In order to limit the City's liability and financial risk, require financial protection, such as bonds or other security, as a condition of development approval where geological conditions indicate a potential for high maintenance costs.	Planning Department	Ongoing	<i>Comments:</i> No mechanism for this right now.
<u>Action SA 1p:</u> Consider implementing a program to grade public buildings based on seismic safety. The program would include publicly posting building grades and providing information at City Hall and on the City's website explaining the grading process and meaning of each grade.	Planning Department (Building and Safety Department)	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action SA 1q:</u> Consider developing a program to encourage owners of 'soft-story' buildings to improve earthquake resistance of the structures.	Building and Safety Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action SA 2a:</u> If critical public facilities, new development, and/or infrastructure are proposed in a flood hazard zone, evaluate whether the use is	Planning Department	Ongoing	<i>Comments:</i>

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appropriate for the flood hazard zone. Any new development and infrastructure in the 100-year flood zone or other special flood hazard area as identified by the Federal Emergency Management Agency shall be subject to the City's Flood Damage Prevention Ordinance and built in accordance with best practices and shall be flood-resistant or shall incorporate methods to minimize flood damage, such as being adequately anchored to prevent flotation or collapse, constructed with flood resistant materials below the base flood elevation, and designed or located such that floodwater is prevented from entering or accumulating in the components that are not flood resistant.			Local Hazard Mitigation Plan adopted in 2022 addresses flood hazards and minimizing new development within flood zones.
<u>Action SA 2b:</u> Continue to require new development to prepare hydraulic storm drainage studies defining the net increase in storm water run-off resulting from construction and require mitigation of those impacts.	Public Works Department (Engineering)	Ongoing	Comments:
<u>Action SA 2c:</u> Require developers to cover the costs of drainage facilities needed for surface runoff generated as a result of new development.	Public Works Department (Engineering)	Ongoing	Comments:
<u>Action SA 2d:</u> Enforce measures to minimize soil erosion and volume and velocity of surface runoff both during and after construction through implementation of the Grading Ordinance.	Engineering Department	Ongoing	Comments:
<u>Action SA 2e:</u> Require, where necessary, construction of siltation/retention ponds to be incorporated into the design of development projects.	Engineering Department	Ongoing	Comments:
<u>Action SA 2f:</u> Continue to participate in the National Flood Insurance program.	Planning Department	Ongoing	Comments:
<u>Action SA 2g:</u> Continue to work with the Sonoma County Water Agency in the project review process to ensure that adequate measures are implemented to prevent flooding, to establish and maintain effective storm drainage systems, and collect the required mitigation fees.	Public Works Department (Engineering)	Ongoing	Comments:
<u>Action SA 2h:</u> Request that the County refer all development proposals located in the Sebastopol Planning Area to the City of Sebastopol for review of potential flooding impacts.	Planning Department	Ongoing	Comments:

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<u>Action SA 2i:</u> Work with other jurisdictions to reduce the volume of wastewater discharge into the Laguna de Santa Rosa.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 2j:</u> Collaborate with other agencies to monitor the volume of wastewater discharge and water quality in the Laguna de Santa Rosa.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action SA 2k:</u> Prepare inundation maps and drainage plans for existing and new water storage tanks constructed within the city.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action SA 2l:</u> Continue the annual inspection of the drainage systems and informing residents and property owners of illegal structures and debris that must be removed. Work with property owners to reduce the potential for pollutants and other toxins to enter local drainage systems.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action SA 2m:</u> As part of the regular update of the Capital Improvement Program, review and identify needed improvements to the storm drainage system, such as routine maintenance of existing facilities and new facilities needed to provide increased system capacity and retention.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action SA 2n:</u> Maintain and restore creeks and tributaries within the City in the most naturalized condition possible, while still retaining adequate flood conveyance functions.	Public Works Department	Ongoing	<i>Comments:</i> Calder Creek Naturalization Study is reviewing potential options for the Calder Creek watershed.
<u>Action SA 2o:</u> Continue to implement the City's Flood Prevention Ordinance and Storm Drain Master Plan.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action SA 2p:</u> <u>Encourage use of permaculture and site design techniques to increase groundwater recharge in development, including in residential yards.</u>	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 3a:</u> Regularly review and update the City's Multihazard Emergency Plan to ensure consistency with the County's plan and regional plans and to address changing conditions.	Fire Department/Pla	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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			Local Hazard Mitigation Plan update adopted by Council June 7, 2022, and approved by FEMA/CalOES on July 15, 2022. Additionally, City staff (Planning And Fire departments) participated in the County’s Multi-Jurisdiction Hazard Planning efforts.
<u>Action SA 3b:</u> Ensure that the City’s Multihazard Emergency Plan or other disaster planning and emergency response plan: 1) identifies specific facilities and lifelines critical to effective emergency/disaster response and evaluate their abilities to survive and operate efficiently immediately after a disaster, 2) designates alternative facilities for post-disaster assistance in the event that the primary facilities have become unusable, and 3) identifies evacuation routes.	Fire Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Local Hazard Mitigation Plan update adopted by Council June 7, 2022, and approved by FEMA/CalOES on July 15, 2022. Evacuation routes established in 2021.
<u>Action SA 3c:</u> Continue to publicize and regularly update information at City Hall, other public locations, and via the City website related to emergency and disaster preparedness including evacuation routes and specific steps to take in the event of a flood, fire, earthquake, or other emergency. Improve the visibility and accessibility of emergency and disaster preparedness information on the City’s website by making information more prominent, more detailed, and by providing critical information in Spanish.	Fire Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action SA 3d:</u> Encourage schools, neighborhood associations, senior organizations, mobile home park associations, business associations, and other interested groups to teach first aid and disaster preparedness, including Community Emergency Response Team (CERT) programs, Map Your Neighborhood programs, and other tools available to neighborhood and	Police Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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community groups to improve disaster preparedness. Update the City's website to provide additional information and links to these programs and services.			
<u>Action SA 3e:</u> Adopt an emergency evacuation system and periodically review, maintain, and repair City roadways and emergency access routes, and provide signage, where necessary, to clearly identify emergency access routes.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action SA 3f:</u> Review new development proposals and critical facilities and infrastructure to ensure that California Building Standards Code requirements are met and that there are minimum road widths for emergency access and adequate clearance around structures, as those items address potential fire, flooding, seismic, and geologic hazards.	Building and Safety Department	Ongoing	<i>Comments:</i>
<u>Action SA 4a:</u> The Sebastopol Fire Department shall review all development proposals for conformance with adopted California Building Standards Code – California Fire Code requirements and identify measures, such as adequate emergency access, defensible space around structures, fire detectors, and, where appropriate, fire sprinklers, to reduce fire risk to structures and infrastructure.	Fire Department	Ongoing	<i>Comments:</i>
<u>Action SA 4b:</u> Continue to update and enforce the City's Building Code and Fire Code provisions.	Fire Department and Building and Safety Department	Ongoing	<i>Comments:</i>
<u>Action SA 4c:</u> Continue to enforce the Municipal Code provisions requiring sprinkler systems for certain structures.	Planning Department and Fire Department	Ongoing	<i>Comments:</i>
<u>Action SA 4d:</u> Require adequate fire resistance in roof coverings and exterior building materials for structures within or adjacent to hazardous areas (requirement may exceed building code requirements where necessary to ensure public safety), as determined by the Fire Chief.	Planning Department and Fire Department	Ongoing	<i>Comments:</i>
<u>Action SA 4e:</u> Require the use of non-combustible roofing materials as specified by the Fire Chief.	Planning Department and Fire Department	Ongoing	<i>Comments:</i>
<u>Action SA 4f:</u> Continue to require that all new developments be provided with sufficient fire flow facilities at the time of permit issuance.	Planning Department and Fire Department	Ongoing	<i>Comments:</i>

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<u>Action SA 4g:</u> To the extent feasible and appropriate, locate new critical facilities – including hospitals and health care facilities, emergency shelters, emergency command centers, and emergency communications facilities – outside of areas with significant fire risk. Continue to require all public facility development projects to meet or exceed the minimum California Building Standards Code requirements, as adopted by the City, established to address fire hazards.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 4h:</u> Discourage development beyond a nine-minute response time of a fire station, unless it is determined that adequate response can be provided or acceptable mitigation measures are provided.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 4i:</u> Consider creating a Fire Protection Impact Fee and/or Assessment Area to ensure that the City has and will continue to have adequate staffing, equipment, and infrastructure for fire protection services.	Finance Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action SA 4j:</u> Provide incentives to ensure an adequate number of staff and volunteer firefighters who are certified Emergency Medical Technicians.	Fire Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action SA 4k:</u> Obtain the equipment and trained personnel to provide emergency medical defibrillation for people suffering from cardiac arrest and identify community facilities where automatic electronic defibrillators are needed and ensure automatic electronic defibrillators are funded and installed in these locations.	Fire Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action SA 4l:</u> Strive to maintain adequate water supplies to provide reasonable protection of City assets from fire hazards without disruption to community water supplies.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action SA 4m:</u> Work with the California Department of Fish and Wildlife and other affected property owners to implement good forest management practices to reduce fire hazards in the eucalyptus groves in the Laguna de Santa Rosa and on Lynch Road.	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<u>Action SA 4n:</u> Continue to use or recommend the following methods of weed abatement wherever possible: use of mechanical rather than chemical removal of weeds; reseeding with native bunchgrass varieties in sloping disturbed soils; and limiting weed abatement activities in areas with known endangered plant and animal species.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action SA 5a:</u> Provide development proposals to the Police Department for review and identification of appropriate measures to ensure public safety. Consider the impacts on level of police services of large development projects in the environmental review and planning process. As necessary, mitigation measures shall be implemented that address such impacts.	Planning Department and Police Department	Ongoing	<i>Comments:</i> Police Department receives and reviews all development proposals of significance.
<u>Action SA 5b:</u> Continue community-based police outreach services and programs for all segments of the community, including but not limited to, minorities, neighborhood watch, volunteers in police service, and crime and safety needs of seniors, and continue Police Department training and policies to address emergencies, including mental health issues, and to de-escalate potentially violent situations.	Police Department	Ongoing	<i>Comments:</i>
<u>Action SA 5c:</u> Continue to have the City's Police Department act as liaison to social service agencies.	Police Department	Ongoing	<i>Comments:</i>
<u>Action SA 5d:</u> Ensure that the Planning and Public Works Departments coordinate with the Fire and Police Departments in updating the Multihazard Emergency Plan.	Planning Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Planning, Public Works, Fire, Building, Police, and Planning Departments all participated in guiding the development of the adopted Local Hazard Mitigation Plan.
<u>Action SA 6a:</u> Continue to ensure that land use and transportation decisions and other programs are in accordance with the County's Hazardous Waste Management Plan.	Planning Department	Ongoing	<i>Comments:</i>

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<u>Action SA 6b:</u> Continue to support the existing Sonoma County Waste Management Agency (SCWMA) or any successor agency’s hazardous waste disposal program and encourage SCWMA or any successor agency to provide locally convenient opportunities for hazardous waste disposal, such as the Community Toxics Collections and Toxics Rover Pick-up Services.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action SA 6c:</u> Consider adoption of a Hazardous Materials and Waste Ordinance that defines hazardous waste and hazardous materials and facilitates implementation of State and County hazardous materials and hazardous waste regulations and management programs.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action SA 6d:</u> As part of the development review process, identify whether a project would result in a low, medium, or high risk as described by the City’s Multihazard Emergency Plan. Projects that would result in a medium or high risk shall be required, as a condition of approval, to include measures to address unacceptable risks and reduce the risks to an acceptable level.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 6e:</u> Require as a condition of approval for development projects, that the Fire Department be notified of any hazardous substances that are transported, stored, treated, or could be released accidentally into the environment.	Planning Department and Fire Department	Ongoing	<i>Comments:</i>
<u>Action SA 6f:</u> Request that the environmental review pursuant to CEQA and/or NEPA of proposed hazardous waste TSD facilities outside of the City’s jurisdiction but within the County shall address the following risk assessment components: <ul style="list-style-type: none"> • A worst case description estimating the number, type, scale, scope, location, and operating characteristics of proposed TSD facility(ies) based on the projected volumes and types of hazardous waste; • An assessment of risk resulting from the accidental release, fire, and explosion of hazardous waste. This assessment should take into account all phases of operation including transport, storage, and treatment. The assessment of risk should include the probability of occurrence of an adverse event and magnitude of impact; 	Planning Department	Ongoing	<i>Comments:</i>

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<ul style="list-style-type: none"> Quantitative estimates of toxic air emissions, by applying emissions rates of existing facilities to the future volumes of hazardous waste, and identifying emissions for incinerator facilities under worse case circumstances; An assessment of non-incineration alternatives for hazardous waste treatment such as chemical dechlorination for the detoxification of PCB's, dioxins, solvents and pesticides; photolysis; and biological treatment; and Review of the operating characteristics of proposed TSD facilities, taking into account maintenance and operating procedures, emissions monitoring, and safety devices to assure the ongoing enforceability of the mitigating measures that are required. 			
<u>Action SA 6g:</u> Strictly regulate and enforce the storage of hazardous materials under California Administrative Code Title 19 requirements.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action SA 6h:</u> Continue to restrict the application of pesticides and other toxic chemicals, including glysohate, on City owned property, and discourage their use on private property, and County-owned land, waterways, and public parks in the vicinity of the City, consistent with the policies established by City Resolution 5108. Coordinate with other local agencies, including Sonoma County and Caltrans, to halt the use of pesticides and other toxic chemicals within a two-mile radius of Sebastopol.	Public Works Department	Ongoing	<i>Comments:</i>
<u>Action SA 6i:</u> Encourage use of the County and local medication drop-off programs to ensure safe disposal of prescription and other medications.	Public Works Department (Engineering)	Ongoing	<i>Comments:</i>
<u>Action EV 1a:</u> Maintain and improve promotional efforts, including marketing, informational brochures, and provision of comprehensive information, including unique characteristics of Sebastopol, local and regional demographics, market research, business sites available for lease or sale, business lands available for development, and information on the City's permitting process.	Finance Department	A	<i>Comments:</i>
<u>Action EV 1b:</u> Require large-scale development projects to submit a report that analyzes the economic and fiscal costs and benefits of the proposed project.	Planning Department	Ongoing	<i>Comments:</i>

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<u>Action EV 1c:</u> Continue to support the Chamber of Commerce, Cittaslow Sebastopol, and the Downtown Association in their efforts to promote and market Sebastopol as a location for business development and local and destination recreation that is consistent with the goals of the General Plan.	City Manager	Ongoing	<i>Comments:</i>
<u>Action EV 1d:</u> Review the development application, permit review, and approval processes for businesses and revise as needed in order to allow streamlined, efficient review of entitlements and permits for expansions and new business.	Planning Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.400 through 17.470
<u>Action EV 1e:</u> Consider expanding the City’s existing living wage (increased minimum wage) ordinance to apply to non-City employees and contractors.	City Manager	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 1f:</u> Consider annexations in the Southern Gateway that would accommodate appropriately-scaled high-quality job-generating uses and other development that is consistent with the City’s economic goals and vision.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 1g:</u> In coordination with Action EV 2a, consider hiring an economic development specialist to conduct business outreach and coordination.	City Manager	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 1h:</u> Work with telecommunications service providers to ensure the access and availability of a wide range of state-of-the-art telecommunication systems and services for households, businesses, institutions, and public agencies throughout the community and work with property owners and landlords to identify the highest and best use for properties.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action EV 1i:</u> Update the Zoning Code to identify appropriate areas for ground-floor residential in zoning districts that are primarily non-residential or allow a mix of uses and to identify areas where ground-floor residential uses are prohibited, such as fronting the primary streets in the City’s business districts.	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.25.030.C., Table 17.25-I

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<u>Action EV 2a:</u> Prepare an updated comprehensive Economic Development Strategy that identifies the City's goals and vision for its economy, identifies desired industry and business sectors, and identifies specific actions for the City to take to encourage desired industries and sectors to do business in Sebastopol, and to promote the branding and marketing of the town. The strategy should be developed through a collaborative process with business organizations and the community generally, and shall provide for regular review for effectiveness and to update targeted industries as appropriate.	City Manager, Finance Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 2b:</u> Continue coordination with local business organizations in order to encourage and leverage on-going efforts to attract new business and support existing businesses.	City Manager	Ongoing	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 2c:</u> Through market research and business outreach efforts, identify target industries and businesses and create a marketing program to actively solicit and bring a diverse range of companies to Sebastopol. Potential target industries include health care, medical device design and manufacturing, solar, energy-based, and green/clean-tech industries, electric vehicle dealerships, agricultural enterprises, art and music, retail, professional and business services, educational services, and machinery and short-run manufacturing.	City Manager	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 2d:</u> Review and update the City's existing Formula Business Ordinance to consider prohibiting formula businesses in the Downtown, and establishing limits on the number of formula businesses that may be permitted in other areas of the City in order to avoid an over-concentration of such businesses in any given area of the City.	Planning Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.340
<u>Action EV 2e:</u> Consider whether the Zoning Code should be revised to address concentration and limitation of certain types of uses, including alcohol sales and wine-tasting rooms.	Planning Department	A	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.25-1
<u>Action EV 3a:</u> Periodically review and update, as necessary, the Sebastopol Downtown Plan to ensure that its implementation is meeting the City's goals for	Planning Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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Downtown, that it ensures the desired unique characteristics of Downtown, and that it includes all areas shown on Figure 9-1.			Included in Planning Commission workplan for future year.
<u>Action EV 3b:</u> Develop a vision statement and general land use/design criteria for the North Gateway and South Gateway areas.	Planning Department	C	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i> Objective Design Standards will address some of these. Issues.
<u>Action EV 3c:</u> Explore the feasibility of establishing business improvement districts in the north and south parts of town, as well as the concept of a single district encompassing the City’s main economic sectors, and the Downtown.	City Manager, Finance Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 3d:</u> Encourage neighboring businesses in unincorporated Sebastopol to participate in City business development decisions.	Finance Department	Ongoing	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 3e:</u> Maintain Zoning Ordinance provisions allowing conversion of existing homes to permitted office, commercial, and mixed use uses along South Main Street and Petaluma Avenue in the Commercial Office and Office districts in order to encourage economic development consistent with the General Plan.	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.25-I; Zoning Map
<u>Action EV 3f:</u> Consider expanding the Downtown Association to include the Light Industrial area west of Morris Street between Bodega Avenue and Laguna Park Way.	City Manager	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 4a:</u> Maintain and expand partnerships with the county and regional and local organizations to promote Sebastopol destinations, including festivals, Farmers’ Markets, and natural resources (the Laguna de Santa Rosa Trail, the Laguna Wetlands Preserve, regional open space, and creeks) as a marketing and branding strategy that is aimed at increasing visitors.	Finance Department	Ongoing	<i>Comments:</i>

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<u>Action EV 4b:</u> As part of preparation of the comprehensive Economic Development Strategy (Action EV 2a), identify businesses that are needed in Sebastopol to meet the needs of West County residents.	City Manager, Finance Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 4c:</u> Encourage festivals and community events that promote an enhanced arts and culture environment.	City Manager, Planning Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 5a:</u> Consider developing an adaptive reuse grant and loan program to rehabilitate and retrofit existing business structures to meet contemporary market needs, and promote the use of the City’s existing Façade Improvement Program.	Finance Department	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 5b:</u> Develop City liaison with existing industries to provide direct communications on issues of concern to industry, so as to enhance opportunities to retain existing businesses by effectively responding to concerns.	Finance Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV 5c:</u> Periodically review the Zoning Ordinance to ensure that there are no unnecessary impediments to improvements of existing businesses, establishment of home-based and start-up businesses, or development of co-working spaces and small business incubators.	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Considered as part of the Zoning Code review and update
<u>Action EV 5d:</u> Support local programs that offer technical assistance to local business owners, including seminars, marketing, consulting, and other key services.	Finance Department	Ongoing	<i>Comments:</i>
<u>Action EV 5e:</u> Through the City’s Budget and Capital Improvement Program, ensure that essential services and infrastructure are maintained.	Engineering Department	Ongoing	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<u>Action EV 7a:</u> As part of the development of the City budget and annual financial audits, ensure that information is readily available to the public, presented in a user-friendly manner, including text and graphics to describe budget information and multi-year spending trends and forecasts, and encourage the public to review and comment on the City budget and annual audit.	Finance Department	Ongoing	<i>Comments:</i>
<u>Action EV 7b:</u> Conduct thorough annual review of City fiscal policy in order to maintain balanced tax and fee structures and to respond to changing fiscal policies at broader governmental levels.	Finance Department	Ongoing	<i>Comments:</i>
<u>Action EV 7c:</u> Consider the creation of an Economic Development Corporation as a means to acquire property and issue use rights for the purpose of encouraging business development that is consistent with the City's vision and goals and generating revenue streams to the City's General Fund to support desired services and development projects.	City Manager	C	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action EV7d:</u> Monitor State legislation regarding economic development and redevelopment, and consider implementation of new local programs or other mechanisms that may promote appropriate local economic development.	Finance Department	Ongoing	<i>Comments:</i>
<u>Action EV7e:</u> Consider open government programs that encourage open and transparent City operations.	City Manager, Finance Department	A	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 1a:</u> Implement the policies and actions in the Land Use Element to ensure a mix of land uses, density and intensity of land uses, and compatibility between land uses that promote a safe, pleasant, and walkable environment.	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Considered as part of the Zoning Code review and update
<u>Action CHW 1b:</u> Implement the policies and actions in the Circulation Element to provide for a multi-modal transportation system that promotes walkability, bicycle use, bus and public transit use, and alternatives to single-passenger vehicle use.	Planning Department	Ongoing	<i>Comments:</i>

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<u>Action CHW 1c:</u> Implement the policies and actions in the Open Space Element regarding the amount of, access to, and quality of parks and open spaces in and around Sebastopol.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 1d:</u> Implement the policies and actions in the Conservation Element to address key aspects of environmental health, including clean water, clean air, and the protection of natural resources.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 1e:</u> Implement the policies and actions in the Housing Element to ensure a range of safe and secure housing types accessible to low income families, workforce families, elders, and people with disabilities.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 1f:</u> Implement the policies and actions in the Safety Element to address geologic and seismic hazards, flooding, hazardous materials, and emergency services, including fire and police.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 1g:</u> Implement the policies and actions in the Noise Element to reduce community exposure to the harmful and annoying effects of excessive noise.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 1h:</u> Implement the policies and actions in the Economic Vitality Element to strengthen the local economy and provide for a stronger job base with increased quality employment opportunities.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 1i:</u> Implement the policies and actions in the Community Services and Facilities Element to support local schools and improve educational opportunities for Sebastopol's youth.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 2a:</u> Provide resources at City Hall and on the City website regarding the location and contact information of health care providers serving the City, including emergency or urgent care facilities, mental health and substance abuse programs, oral health services, mobile services, access to such providers, available free and low-cost health care programs. Information on the website may include a community health or similar page that provides links to the Sonoma County 211, Healthy Sonoma, Health Action, and other community health resources.	Planning Department	B	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 2b:</u> Encourage and support local transit service providers to increase and expand services for people who are transit-dependent, including	Planning Department	Ongoing	<i>Comments:</i>

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seniors, persons with mobility disabilities, and persons without regular access to automobiles by improving connections to regional medical facilities, senior centers, and other support systems that serve Sebastopol residents and businesses.			
<u>Action CHW 2c:</u> Support efforts by local community health agencies and organizations to provide annual training to Sebastopol residents and City staff for basic first aid and cardiopulmonary resuscitation skills.	Fire Department	Ongoing	<i>Comments:</i>
<u>Action CHW 2d:</u> Support public health outreach campaigns to inform and educate residents about the public and individual health benefits of immunization.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 2e:</u> Encourage and facilitate the expansion and retention of alternative, homeopathic, Eastern, and similar non-traditional medical service providers, including not-for-profit medical providers and clinics.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 3a:</u> Explore opportunities to expand community gardens and increase community participation in existing community gardens.	Planning Department and Public Works Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 3b:</u> Encourage community gardens near high-density housing and encourage the incorporation of community gardens into new and existing high-density housing projects.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 3c:</u> Encourage the Sonoma County Human Services Department to continue its efforts working with stores to increase acceptance of food assistance programs such as CalFresh EBT cards and WIC (Women, Infants and Children) in order to increase food security for all Sebastopol residents.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 3d:</u> Encourage the Sonoma County Department of Human Services and Health Services, the Sonoma County Food System Alliance, and community-based organizations to provide information and educational outreach to Sebastopol residents about healthy food choices, including the Sonoma County CalFresh program and other food programs, to ensure that all	Planning Department	Ongoing	<i>Comments:</i>

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City residents have information and access to resources on healthier eating and access to nutritious foods.			
<u>Action CHW 3e:</u> In collaboration with the Sonoma County Department of Health Services and community organizations, develop and implement a program to encourage convenience stores, supermarkets, liquor stores and neighborhood and ethnic markets to stock a variety of good quality healthy food (including fresh, frozen and canned fruits and vegetables), market and promote healthy food options, follow responsible alcohol and tobacco marketing and sale practices, participate in food assistance programs, help create a safe and inviting environment around their stores, and, when possible, secure and promote "local" food produced in Sonoma County.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 3f:</u> Work with the Sonoma County Food System Alliance, Health Action, non-profits, community groups and regulatory agencies to explore the potential for creating, expanding and sustaining local urban agriculture, including community gardens, and orchards. The work effort should explore the feasibility of implementing the following strategies: <ul style="list-style-type: none"> • Promoting urban agriculture as a desirable civic activity that improves the quality of urban life, food security, neighborhood safety and environmental stewardship; • Supporting the development of appropriate agriculture in residential, industrial, business, and open space zones; • Support farm to institution (such as schools, hospitals, nursing homes, daycare centers) and businesses (such as restaurants and food outlets), while creating economic opportunities for urban growers and related industries; • Support efforts of local gardening organizations to promote the development and expansion of family and community gardens as well as edible landscaping; • Encourage and promote local garden food exchanges and local food cooperatives; and 	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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<ul style="list-style-type: none"> Work with representatives of local farming organizations to meet needs unique to urban farm enterprises. 			
<u>Action CHW 3g:</u> Encourage schools that serve the City to develop school gardens and to develop protocols to facilitate the streamlined development of school gardens from year to year.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 3h:</u> Explore opportunities to reduce farm-to-cafeteria barriers so local students have increased access to more locally grown healthy foods.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 3i:</u> Increase public awareness that the local farmer’s market accepts CalFresh (formerly Supplemental Nutrition Assistance Program, or SNAP) payments for qualified food purchases.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 4a:</u> Explore programs and legal remedies available to the City in order to reduce unsafe EMF exposure to the greatest extent allowed by State and federal law.	Planning Department	B	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> Updated Telecommunications ordinance adopted.
<u>Action CHW 4b:</u> Continue to implement, and periodically update as necessary, the City’s Telecommunications Ordinance in order to reduce EMF levels within Sebastopol, while maintaining consistency with state and federal law.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 4c:</u> Review siting opportunities for substantial EMF facilities that will reduce or eliminate community exposure to unsafe EMF to the greatest extent feasible.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 4d:</u> Advocate that all new major electrical transmission projects and telecommunications facilities evaluate EMF as part of the project’s environmental review pursuant to CEQA.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 4e:</u> Request from PG&E and wireless telecommunications facilities providers, public disclosure of existing and proposed electrical transmission and	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

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wireless telecommunications facilities projects in the vicinity of Sebastopol and their anticipated EMF levels in the Sebastopol Planning Area.			
<u>Action CHW 4f:</u> Continue to monitor best practices and approaches taken by other communities to limit unsafe exposure to EMF.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 4g:</u> Maintain data regarding the location, size, strength, and EMF levels of major cell and radio towers, public power facilities, including transmission and distribution lines, and other substantial public or community EMF sources in the Sebastopol Planning Area, to the extent that data and information is available.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 5a:</u> Review all City policies and programs and proposed new policies and programs to ensure that they support equal opportunities and equal access.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 5b:</u> Continue to support and enforce non-discrimination laws and the City's Fair Housing Program.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 5c:</u> Practice an open-door policy in City programs, and actively engage and encourage participation from all individuals regardless of ethnicity, race, religion, class, disability, sexual orientation, and gender.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 5d:</u> Develop City programs that use education, outreach, and training to assist historically under-represented groups in obtaining access to City programs and employment opportunities.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 5e:</u> Add additional information to the City's website that informs the public about and celebrates the City's cultural heritage, including Sebastopol's First Peoples.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 5f:</u> Continue to support national efforts to pass immigration reform and consider the adoption of local regulations supporting immigration reform.	City Manager	Ongoing	<i>Comments:</i>

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<u>Action CHW 5g:</u> Actively seek funding and resources to assist the City in providing interpretation services for City meetings and events, and to translate City documents and meeting minutes into Spanish.	City Clerk	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 5h:</u> Consider the implications of new City policies and programs on immigrant and disadvantaged populations.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 5i:</u> Coordinate with the Sonoma County Community Development Commission to support local and regional efforts to combat homelessness, including implementation of the recommendations and programs contained in the County's "Policy Makers Toolbox for Ending Homelessness" to the greatest extent feasible.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 6a:</u> Continue to implement Chapter 8.04 of the Sebastopol Municipal Code (Use of Tobacco in Public Places) to reduce the harmful effects of exposure to second- and third-hand tobacco smoke.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 6b:</u> Review and revise, as necessary, the Sebastopol Municipal Code to regulate the sale and distribution of "e-cigarettes" in the same manner as traditional cigarettes and other tobacco products.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>
<u>Action CHW 6c:</u> Continue to require that all new or transferred Alcoholic Beverage Control (ABC) licensees and their employees participate in Responsible Beverage Service training, to promote public health and safety by reducing incidence of sales and service to minors and sales and service to obviously intoxicated persons.	Planning Department / Police Department	Ongoing	<i>Comments:</i>
<u>Action CHW 6d:</u> Support local government and non-profit efforts and programs aimed at teen drug, alcohol, and tobacco use prevention.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 6e:</u> Continue to require bars to serve food in order to help counter the effects of alcohol consumption.	Planning Department	Ongoing	<i>Comments:</i>
<u>Action CHW 6f:</u> Develop and implement responsible beverage consumption practices by local businesses.	Planning Department	B	<input type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i>

UPDATE ON GENERAL PLAN IMPLEMENTATION

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<u>Action H-B-6:</u> Consider regulations for vacation and short-term rentals, such as Airbnb.com and vrbo.com units, that address potential impacts, such as parking and increased noise, to surrounding uses and establish a permitting process to ensure cost-recovery and ability to enforce the regulations.	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.26.060
<u>Action H-C-2:</u> Continue to administer the Inclusionary Housing Ordinance. Review the Inclusionary Housing Ordinance in consideration of recent case law and State law, and update as necessary and as may otherwise be appropriate. As part of the review of the Inclusionary Housing Ordinance, encourage housing developers and stakeholders to participate in the process to ensure that potential benefits and impacts of revising the ordinance in terms of effect on housing production are fully considered.	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.250
<u>Action H-C-3:</u> Identify potential mechanisms to ensure that affordable housing (lower and moderate income) that is assisted with City funding is permanently affordable. Review the City Municipal Code to determine if this requirement should be codified.	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.250.090
<u>Action H-D-9:</u> Continue to offer density bonuses and incentives as established by State law. Update the City's Density Bonus Ordinance to be consistent with the requirements of State law. Encourage affordable housing developers to request density bonuses and incentives in order to increase the amount of extremely low, very low, and low income units created.	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.255
<u>Action H-G-1:</u> Modify the Zoning Ordinance to permit farmworker housing consistent with the requirements of State law, including Health and Safety Code Sections 17021.5 and 17021.6. The revisions will include the following: <ul style="list-style-type: none"> Permit employee housing, including mobile homes and manufactured housing, to accommodate up to six employees subject to the same standards and permit requirements as a single family residence in all zones and as a permitted use in residential zones. No discretionary actions shall be required. 	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.08: Added employee housing definition. No changes made for second bullet as City does not have agricultural zones.

12. IMPLEMENTATION

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<ul style="list-style-type: none"> Permit employee housing, including mobile homes and manufactured housing, consisting of up to 36 beds in a group quarters or 12 units or spaces designed for use by a single family or household as an agricultural use, subject to the same standards and permit requirements as an agricultural use, in zones that permit an agricultural use consistent with the requirements of State law. 			
<p><u>Action H-G-2:</u> Modify the Zoning Ordinance so that homeless shelters proposed for the General Commercial (CG) District are only subject to Administrative Review as a condition of approval.</p>	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.25-1
<p><u>Action H-G-3:</u> Modify the Zoning Ordinance to include definitions of Transitional and Supportive Housing which are consistent with State law. The following definitions will be used, based on language provided in the Government Code.</p> <p>“Supportive housing” means housing with no limit on length of stay, that is occupied by the target population, and that is linked to an onsite or offsite service that assists the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community. Supportive housing is considered a residential use of property, and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone.</p> <p>“Target population” means persons with low incomes who have one or more disabilities, including mental illness, HIV or AIDS, substance abuse, or other chronic health condition, or individuals eligible for services provided pursuant to the Lanterman Developmental Disabilities Services Act (Division 4.5 (commencing with Section 4500) of the Welfare and Institutions Code) and may include, among other populations, adults, emancipated minors, families with children, elderly persons, young adults aging out of the foster care system, individuals exiting from institutional settings, veterans, and homeless people.</p>	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.08

UPDATE ON GENERAL PLAN IMPLEMENTATION

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<p>"Transitional housing" means buildings configured as rental housing developments, but operated under program requirements that require the termination of assistance and recirculating of the assisted unit to another eligible program recipient at a predetermined future point in time that shall be no less than six months from the beginning of the assistance. Transitional housing is considered a residential use of property, and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone.</p>			
<p><u>Action H-G-4:</u> Review and consider revising the Zoning Ordinance to establish development standards and identify appropriate zoning districts to accommodate tiny houses. Revisions should include a clear definition of tiny houses.</p>	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> See Tiny House discussion in Zoning Code Update memo.
<p><u>Action H-G-5:</u> Review the Zoning Ordinance to determine if modifications should be made to accommodate land trusts.</p>	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.250.130
<p><u>Action H-G-6:</u> Modify the Zoning Ordinance to allow second units as a permitted use consistent with State law and consider revisions to standards for second units related to unit height, minimum size, and other relevant standards.</p>	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.220
<p><u>Action H-G-11:</u> Following adoption of the General Plan Update, update the Growth Management Ordinance to reflect anticipated growth accommodated under the General Plan and known infrastructure and public services constraints. Further, if the annual review identifies issues with the Growth Management Program that may adversely affect the City's housing obligations under State Law, the City commits to revising the Program to address identified obstacles to housing development. Prior to any revisions to the Program, seek input from housing stakeholders on the Program and any proposed changes. The City will ensure that the Program is consistent with requirements of State Law.</p>	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.500 (addressed in April 2017 update)

12. IMPLEMENTATION

GENERAL PLAN IMPLEMENTATION			
Implementation Program	Responsible Department	Priority/Timing	Status
<u>Action H-G-13:</u> Review Sebastopol’s current approval process to determine whether it is possible to make the Planning Commission the final authority for subdivisions of four or fewer parcels.	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 16.24
<u>Action G-15:</u> Modify Sebastopol’s density bonus policy so that it is consistent with State law, including reduced parking requirements for housing projects that are eligible to receive a density bonus.	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.255
<u>Action H-G-16:</u> Revise the Zoning Ordinance so that architectural and design review requirements for a manufactured home will not exceed those allowed under Government Code Section 65852.3.	Planning Department		<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 17.210
<u>Action H-G-17:</u> Consider revising the Zoning Ordinance to: <ol style="list-style-type: none"> 1. establish minimum density requirements for residential-only projects to ensure efficient use of land, 2. identify criteria and appropriate locations for residential-only projects, 3. increase building heights and reduce parking requirements in the Downtown Core to accommodate 4 stories/50 feet, and in appropriate General Commercial districts, 3 stories and 40 feet, to encourage affordable housing, higher density housing, including rental, housing cooperatives, condominiums, and other housing opportunities. Establish appropriate stepback requirements for increased number of stories beyond those currently permitted. 	Planning Department	Ongoing	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In progress <i>Comments:</i> 1) Table 17.20-2 (R6 and R7) 2) 17.25.030.C. and Table 17.25-1 3) Table 17.25-2

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