



County of Sonoma  
Permit & Resource Management Department

## **Sonoma County Planning Commission Agenda**

Permit Sonoma  
2550 Ventura Avenue, Santa Rosa, CA 95403  
(707) 565-1900 FAX (707) 565-1103

May 5, 2022  
Meeting No.: 22-09

In accordance with AB 361, Governor Newsom's March 4, 2020 State of Emergency due to the COVID-19 pandemic, Sonoma County Public Health Officer's Recommendation for Teleconferenced Meetings, and the Sonoma County Board of Supervisors Resolution 21-0399, the May 5, 2022 Planning Commission (PC) meeting will be held virtually.

### **Webinar Information**

Members of the public can watch or listen to the meeting by calling in or by using the Zoom application:

- **Zoom Webinar:** [Join Meeting >>](#)
- <https://sonomacounty.zoom.us/j/98745957918?pwd=YzRTa2NwQnV2NjQ5eHc5MmMzV0pBQT09>
- **Telephone:** 1 (669) 900-9128
- **Webinar ID:** 987 4595 7918
- **Password:** 865523

### **Roll Call**

Commissioner District 1 Cornwall  
Commissioner District 2 Gilardi  
Commissioner District 4 McCaffery  
Commissioner District 5 Grady  
Commissioner District 3 Ocana, Chair

### **Staff Members**

Scott Orr, Deputy Director  
Gary Helfrich, Staff  
Chelsea Holup, Secretary  
Jennifer Klein Chief Deputy County Counsel

### **Disability Accommodation**

If you have a disability which requires an accommodation or an alternative format to assist you in observing and commenting on this meeting, please call (707) 565-6105 or email [PlanningAgency@sonoma-county.org](mailto:PlanningAgency@sonoma-county.org) at least 72 hours in advance of the meeting to make arrangements.

### **Materials**

Available digitally through the link in the Agenda. You can also email [PlanningAgency@sonoma-county.org](mailto:PlanningAgency@sonoma-county.org) or the project planner to request materials.

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**1:00 PM** Call to order, Roll Call and Pledge of Allegiance.

**Approval of Minutes** January 20, 2022 and March 17, 2022

## Correspondence

### Board of Zoning Adjustments/Board of Supervisors Actions

### Commissioner Announcements

## Planning Commission Regular Calendar

[View documents for all items listed digitally>>](#)

Item No.: 1  
Time: 1:05 pm  
File: ORD21-0005 Vacation Rental Ordinance  
Applicant: County of Sonoma  
Owner: N/A  
Cont. from: March 17, 2022  
Staff: Gary Helfrich  
Env. Doc: The Proposed Project will not have a significant effect on the environment and is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA guidelines.  
Proposal: Staff recommends an update to the County's Vacation Rental Ordinance. The update includes new program elements: Revision of Sonoma County Code Chapter 4 to establish a Vacation Rental License program, update to the existing Performance Standards, conversion of existing temporary caps and wildfire ban areas to permanent caps limiting vacation rentals to no more than 10% of single family residences within each area, and additions to existing Vacation Rental Exclusionary (X) Zone in Sonoma Valley.  
Location: Countywide  
APN: Various  
District: Countywide  
Zoning: All Residential, LEA, RRD, DA.  
Action:  
Appeal Deadline:  
Resolution No.:

### Vote:

Commissioner District 1 Cornwall  
Commissioner District 2 Gilardi  
Commissioner District 4 McCaffery  
Commissioner District 5 Grady  
Commissioner District 3 Ocana, Chair

Ayes:  
Noes:  
Absent:  
Abstain:

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## Permit Sonoma Hearing Waiver Calendar

This calendar serves only to notify the public of hearing waiver projects. The projects listed below are not on the current agenda. During the Sonoma County Shelter in Place order additional accommodations for digital file review of the waiver period are available by contacting the project planner prior to the "last day for public comment" date listed for each item.

None

### **Procedures**

PC hearings begin at 1:00 PM and are recorded. Agenda items begin on or after the time stated on the agenda. County staff will give a presentation on the project followed by commissioner questions. A public hearing is then opened and the applicant gives a 10-minute project presentation followed by public comments. The time limit for public comments is at the Chair's discretion and is typically 3 minutes per speaker. Please state your name for the record when you are called upon. Questions raised by the public may be answered after all public comments are given. The Commission may request staff or the applicant to answer questions, and the applicant is given the opportunity to respond to any public comments. The public hearing is then closed and no further public comments are received. The commissioners discuss the project and make a decision by motion and roll call vote.

**Uncontested Calendar:** All items listed on the uncontested calendar are considered to be routine. The Chair will open the public hearing on all items simultaneously. If no one from the public addresses the PC, the hearing will be closed and the items may be acted upon with a single majority vote.

**Public Appearances for Non-Agenda Items:** Shortly after the hearing begins, the PC invites public participation regarding the affairs of the County. Any person desiring to speak on any matter which is not scheduled on this agenda may do so. Comments may be limited to three minutes, or as imposed at the discretion of the Chair. Under State Law, matters presented during public appearances cannot be discussed or acted upon by the PC commissioners.

### **Public Comments**

Please follow the instructions below to submit a Public Comment in writing, email or in person via Zoom. The PC invites interested persons to submit comments which are entered into the permanent record. Written comments received prior to and during the hearing are distributed to the commissioners, staff, and are available to the public via the public copies link in the calendar section of this agenda. Written comments received after the package is made public may be read into the record.

**Mail Public Comments:** Address letters to: Permit Sonoma, 2550 Ventura Avenue, Attn: Planning Agency Secretary, Santa Rosa, CA 95403 and include the project number. Please note, due to the office closure under the Sonoma County Shelter in Place order, longer than usual processing times for mailed in items may occur.

**Email Public Comments:** Email comments to: [PlanningAgency@sonoma-county.org](mailto:PlanningAgency@sonoma-county.org). Please provide your name and the project number. It is advised to email comments prior to the hearing date to give commissioners and staff review time.

**Public Comments Using Zoom:** Members of the public who join the Zoom meeting, either through the Zoom app or by calling in, may give a public comment when the Chair opens the public hearing for your item of interest. Please take the time to locate the raise hand feature in the app, press the Alt & Y keys together on your keyboard, or press \*9 to raise and lower your hand when calling in. Your name, or phone number if you call in, will be announced when it's your turn to speak (1 public comment is allowed per person).

**Please Be Respectful** of others and the varying points of view. No clapping, booing, or speaking out of turn.

**Please Be Courteous** turn off cell phones and pagers while the meeting is in session.