



**SONOMA COUNTY
BOARD OF SUPERVISORS
MEETING MINUTES - DRAFT**

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

Susan Gorin, First District
David Rabbitt, Second District
Chris Coursey, Third District
James Gore, Fourth District
Lynda Hopkins, Fifth District

Christina Rivera, County Administrator
Robert Pittman, County Counsel

Monday, April 24, 2023

8:30 AM

**Virtual/ Board of Supervisors Chambers
575 Administration Drive 102A
Santa Rosa, CA 95403**

Special Meeting

8:30 A.M. CALL TO ORDER

8:33 A.M. The Board meeting was called to order.

I. ROLL CALL / BOARD MEMBER TELECONFERENCE DISCLOSURE OR VOTE, IF APPLICABLE

8:33 A.M.

Present: Susan Gorin, David Rabbitt, James Gore, Lynda Hopkins, and Chris Coursey

Staff Present: M. Christina Rivera, County Administrator and Robert Pittman, County Counsel

PLEDGE OF ALLEGIANCE

II. APPROVAL OF THE AGENDA

(Items may be added or withdrawn from the agenda consistent with State law)

8:35 A.M.

Item 1A Added to Consent Calendar by Addendum

Board Action: Moved by Supervisor Rabbitt, Seconded by Supervisor Gore; Approved as amended.

Aye: Gorin, Rabbitt, Gore, Hopkins, and Coursey

III.

CONSENT CALENDAR**ITEM #1A ADDED TO THE CONSENT CALENDAR BY ADDENDUM**

1A. Travel Authorization to attend Denmark Water Innovation Summit

[2023-0527](#)

Authorize Sonoma Water to send a delegate to attend the Danish Ministry of Foreign Affairs Water Technology Alliance's 2023 Fact Finding trip to Denmark from May 6th through May 13th, 2023.

Department or Agency Name(s): Sonoma County Water Agency

Attachments: [Summary Report](#)

8:36 A.M.

Presenters:

Grant Davis, Sonoma County Water Agency, Director

8:37 A.M. Public Comment Opened

Speakers:

None

8:37 Public Comment Closed

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Rabbitt, Gore, Hopkins, and Coursey

IV.

REGULAR CALENDAR

1. **8:30 AM** -Sonoma County Vacation Rental Program Update (ORD21-0005) [2023-0444](#)

Hold a public hearing and adopt a Resolution introducing, reading the title of, and waiving further reading of an Ordinance adding Chapter 4 Section VIII to the Sonoma County Code to create a Vacation Rental license program and amending Section 1-7.1 to establish civil penalties for vacation rental violations and find the Ordinance exempt from CEQA (CEQA Guidelines sections 15307, 15308, and 15061(b)(3)).

Department or Agency Name(s): Permit and Resource Management

Attachments: [Summary Report](#)

[Att 1 ORD21-0005 Resolution Introducing, Reading Title, and Waiving Further Reading of the Vacation.pdf](#)

[Att 2 ORD21-0005 Proposed Vacation Rental License and Civil Penalty Ordinance.pdf](#)

[Att 3 ORD21-0005 Exhibit A Vacation Rental License Ordinance, January 23, 2023.pdf](#)

[Att 4 ORD21-0005 Redline Markup of August 2, 2022, Vacation Rental License Ordinance](#)

[Att 5 ORD21-0005 August 2, 2022, Vacation Rental Board Summary Report](#)

[Att 6 ORD21-0005 Staff Presentation .pdf](#)

8:37 A.M.

Presenters:

Tennis Wick, Permit Sonoma, Director
Scott Orr, Permit Sonoma, Deputy Director
Gary Helfrich, Permit Sonoma, Project Planner
Cecily Condon, Permit Sonoma, Project Review Manager
Sita Kuteira, County Counsel, Deputy County Counsel

9:14 A.M. Public Hearing Opened

9:14 A.M. Public Comment Opened

Speakers:

John
Norman
Vesta
Joe
Sheila
Liza
Charles
Mark
Amanda
John
John
David
Eric
Judith

Tia
Heather
Lindsay
MJ
Dan
Lauren
Beth
Jill
Kim
Alex
Judy
Adam

10:08 A.M. Public Comment Closed

10:08 A.M. Public Hearing Closed

10:46 A.M. The Board recessed to break.

Board Action: Moved by Supervisor Hopkins, Seconded by Supervisor Gorin; Approved as recommended by Resolution 23-0205.

Aye: Gorin, Rabbitt, Gore, Hopkins, and Coursey

2. **9:00 AM** -Add or amend Vacation Rental Exclusion and Cap Combining Zones for certain parcels in the 1st, 4th, and 5th Supervisorial Districts (ZCE23-0001) [2023-0443](#)

Hold a public hearing, consider Planning Commission recommendation to add or amend the Vacation Rental Exclusion and Cap Combining Zones for certain parcels in the 1st, 4th, and 5th Supervisorial Districts, and adopt an ordinance implementing the rezoning as recommended by the Planning Commission and find the ordinance exempt from CEQA (Guidelines Section 15301 and 15061(b)(3)). (First, Fourth and Fifth)

Department or Agency Name(s): Permit and Resource Management

Attachments: [Summary Report](#)

[Att 1 ZCE23-0001 Ordinance and Exhibit A.pdf](#)

[Att 2 ZCE20-0002 and ZCE23-0001 Planning Commission Resolutions.pdf](#)

[Att 3 ZCE20-0002 Planning Commission Staff Report.pdf](#)

[Att 4 ZCE23-0001 Planning Commission Staff Report.pdf](#)

[Att 5 ZCE23-0001 Public Comments.pdf](#)

[Att 6 ZCE20-0002 Neighborhood Meeting Minutes](#)

[Att 7 ZCE23-0001 Fitch Mountain Association Community Survey Results.pdf](#)

[Att 8 ZCE23-0001 Staff Presentation.pdf](#)

11:00 A.M. The Board reconvened from break.

11:00 A.M.

Presenters:

Tennis Wick, Permit Sonoma, Director
Scott Orr, Permit Sonoma, Deputy Director
Gary Helfrich, Permit Sonoma, Project Planner
Cecily Condon, Permit Sonoma, Project Review Manager
Sita Kuteira, County Counsel, Deputy County Counsel

11:26 A.M. Public Hearing Opened

11:26 A.M. Public Comment Opened

Speakers:

John
Shelly
Joe
Liza
Sheila
Norman
Charles
Brie
David
Alex
Eric
Deborah

Ellen
Lindsay
Amanda
Tara

11:59 A.M. Public Comment Closed

11:59 A.M. Public Hearing Closed

Board Action: Moved by Supervisor Hopkins, Seconded by Supervisor Gore; Approved as recommended by Ordinance 6423.

Aye: Gorin, Gore, Hopkins, and Coursey

Abstain: Rabbitt

3. **1:00 PM** -ORD23-0002 Timeshare Ordinance[2023-0424](#)

The Permit and Resource Management Department (Permit Sonoma) recommends that the Board of Supervisors hold a public hearing, adopt an ordinance amending text of Zoning Code Articles 4, 10, 28, and 77 to clarify timeshare regulations to incorporate short-term use of fractionally owned residential property, and find the action not subject to the California Environmental Quality Act.

Department or Agency Name(s): Permit and Resource Management

Attachments: [Summary Report](#)

[Att 1 ORD23-0002 Ordinance.pdf](#)

[Att 2 ORD23-0002 Planning Commission Resolution.pdf](#)

[Att 3 ORD23-0002 Planning Commission Staff Report.pdf](#)

1:01 P.M.

[Att 4 ORD23-0002 Staff Presentation.pdf](#)

Presenters:

Tennis Wick, Permit Sonoma, Director

Scott Orr, Permit Sonoma, Deputy Director

Ross Markey, Permit Sonoma, Comprehensive Planning Manager

Katrina Braehmer, Permit Sonoma, Planner III

Ivan Jimenez, County Counsel, Deputy County Counsel

Jennifer Klein, County Counsel, Chief Deputy County Counsel

1:38 P.M. Public Hearing Opened

1:38 P.M. Public Comment Opened

Speakers:

Jan

Elle

Unknown

Chris

Kim

Brie

Todd

Yesin

David

Shelly

David

Unknown

Patricia

Unknown

2:07 P.M. Public Hearing Closed

2:07 P.M. Public Comment Closed

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Gore, Hopkins, and Coursey

Nay: Rabbitt

4. Permit and Resource Management Department: Review and possible action on the following: [2023-0260](#)
- Acts and Determinations of Administrative Certificate of Compliance
 - Acts and Determinations of Airport Land Use Commission
 - Acts and Determinations of Design Review Committee
 - Acts and Determinations of Environmental Review Committee
 - Acts and Determinations of Landmarks Commission
 - Acts and Determinations of Planning Commission/Board Zoning Adjustments
 - Acts and Determinations of Project Review and Advisory Committee
 - Administrative Determinations of the Director of Permit and Resource Management
- (All materials related to these actions and determinations can be reviewed at: <http://sonomacounty.ca.gov/PRMD/Boards-Commissions-and-Committees/>)

Department or Agency Name(s): Permit and Resource Management

Attachments: [Administrative Certificate of Compliance ENP23-0001.pdf](#)
[PC Actions March 2, 2023.pdf](#)
[BZA Actions March 9, 2023.pdf](#)
[PC Actions March 16, 2023.pdf](#)
[PRAC Actions March 16, 2023.pdf](#)
[BZA Actions March 23, 2023.pdf](#)

2:23 P.M.

Board Action: Moved by Supervisor Gore, Seconded by Supervisor Gorin; Approved as recommended.

Aye: Gorin, Rabbitt, Gore, Hopkins, and Coursey

Closed Session Report Out April 21, 2023

2:23 P.M. County Counsel, Robert Pittman, reported out on the Friday, April 21, 2023, Closed Session.

V. ADJOURNMENT

2:26 P.M. The Board adjourned the meeting in the memory of Nancy Parmalee and Al Maggini.

The meeting was adjourned to April 25, 2023 at 8:30 A.M.

Respectfully submitted, Marcie Woychik, Chief Deputy Clerk of the Board