


Agenda Report Reviewed by:  
City Manager: 

CITY OF SEBASTOPOL  
CITY COUNCIL  
AGENDA ITEM

**Meeting Date:** February 1, 2022  
**To:** Honorable Mayor and City Councilmembers  
**From:** Police Chief Kevin Kilgore  
City Administration  
**Subject:** Approval of Resolution authorizing the closure of Main Street during the 2022 Apple Blossom Parade, Saturday, April 23, 2022, the use of the South High Street Parking Lot for the Apple Blossom Festival and suspending section 201 of ordinance no. 696 during the 2022 Apple Blossom Festival, Saturday, April 23, 2022 and Sunday, April 24, 2022.  
Applicant: Sebastopol Area Chamber of Commerce, Linda Collins, Executive Director  
**Recommendation:** That the City Council Approve the Resolution  
**Funding:** Currently Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No XX N/A

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

**INTRODUCTION/PURPOSE:**

This item is to request that the City Council Consider and Approve the Request from the Sebastopol Area Chamber of Commerce for Approval of Resolution authorizing the closure of Main Street during the 2022 Apple Blossom Parade, Saturday, April 23, 2022, the use of the South High Street Parking Lot for the Apple Blossom Festival and suspending section 201 of ordinance no. 696 during the 2022 Apple Blossom Festival, Saturday, April 23, 2022 and Sunday, April 24, 2022.

**BACKGROUND:**

Each year, the Chamber of Commerce requests from the City of Sebastopol approval for the closure of Main Street for the Apple Blossom Parade, the use of the South High Street Parking Lot for the Apple Blossom Festival, suspending section 201 of ordinance no. 696 during the Apple Blossom Festival and requests the Department of Transportation grant permission to hold a parade on Main Street, State Highway Route 116 (04-Son-116) between Healdsburg Avenue and Calder Avenue from 9:30 am to 1:00 pm on Saturday (day of the Parade).

The Chamber of Commerce has also requested that the City adopt the attached resolution temporarily suspending street peddlers and vendors licenses during the Apple Blossom Festival. The City has done this in the past in order to avoid conflicts between the vendors who obtain vending sites from the Chamber in the Festival grounds and those who seek to take a business advantage of the crowds drawn to the festival without supporting the event through the Chamber. The Chamber of Commerce is requesting that this include the Jewell Island area.

**DISCUSSION:**

The Annual Apple Blossom Parade will be held on Saturday, April 23, 2022 and the Apple Blossom Festival will be held on Saturday, April 23, 2022 and Sunday, April 24, 2022. For these events, the Sebastopol Area Chamber of Commerce has requested permission for the following:

- Permission from the City Council to close Main Street to hold the parade on Saturday, April 23, 2022; The Chamber will be required to obtain a City Encroachment Permit from the Public Works Department and meet all City insurance requirements.
- Permission from the City Council to use the South High Street Parking Lot for the Apple Blossom Festival.
- The licensing of solicitors, street peddlers, and vendors be suspended on April 23, 2022 and April 24, 2022, for the Apple Blossom Festival.

**PUBLIC COMMENT:**

As of the writing of this staff report, the City has not received any public comment. However, if staff receives 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:**

There is no fiscal cost associated with approval of this tonight.

**RECOMMENDATION:**

That the City Council approve the Request the Sebastopol Area Chamber of Commerce for Approval of Resolution authorizing the closure of Main Street-during the 2022 Apple Blossom Parade, Saturday, April 23, 2022, the use of the High Street Parking Lot for the Apple Blossom Festival and suspending section 201 of ordinance no. 696 during the 2022 Apple Blossom Festival, Saturday, April 23 and Sunday, April 24, 2022.

**Attachments:**

Letter from Chamber  
Resolution



December 8, 2021

Larry McLaughlin  
City Manager  
P.O. Box 1776  
Sebastopol, CA 95473

Re: Apple Blossom Parade and Festival April 23, & 24, 2022

Dear Mr. McLaughlin,

The Sebastopol Chamber of Commerce and Visitors Center does hereby request permission for the following items regarding the Apple Blossom Festival and Parade.

- Permission to hold the parade on Saturday, April 23, 2022 on Main Street from 10am to 12 pm. We will file the appropriate encroachment papers with Cal Trans through the Police Department.
- Permission to hold a two day festival on Saturday and Sunday April 23 & 24, 2022 to be held at Sebastopol Center for the Arts, and Ives Park.

We will continue to work closely with City Hall, the Police, Fire and Public Works Departments. We will also provide the City with the insurance certificate naming the city of Sebastopol as additionally insured. If you have questions, please do not hesitate to call us at (707) 823-3032.

Thank you for your consideration of the above requests.

Sincerely,

Linda Collins  
Executive Director

Paul Butkus  
Board President

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL  
APPROVING THE CLOSURE OF MAIN STREET (STATE HIGHWAY 116) AND  
REQUESTING THAT THE STATE HIGHWAY BE CLOSED FOR A PARADE ON SATURDAY, APRIL 23, 2022 AND THE  
USE OF THE SOUTH HIGH STREET PARKING LOT FOR THE 2022 APPLE BLOSSOM FESTIVAL AND SUSPENDING  
SECTION 201 OF ORDINANCE NO. 696 DURING THE 2022 APPLE BLOSSOM FESTIVAL, SATURDAY, APRIL 23  
AND SUNDAY, APRIL 24, 2022

WHEREAS, the Sebastopol Area Chamber of Commerce has requested the Council to designate Saturday, April 23, 2022 for the Apple Blossom Parade and to procure necessary approval to allow a parade to be held and conducted on April 23, 2022, by said Chamber upon MAIN STREET (STATE HIGHWAY 116); and

WHEREAS, the Sebastopol Area Chamber of Commerce has requested that Main Street, between Healdsburg Avenue and Calder Avenue, be closed for the annual Apple Blossom Parade; and

WHEREAS, the Sebastopol Area Chamber of Commerce has requested the use of the South High Street parking lot for the Apple Blossom Festival; and

WHEREAS Section 201 of Ordinance 696 provides among other things, the suspension of street vendors / solicitation licensing during time of special events in the City of Sebastopol where the circumstances would otherwise result in a substantial increase in the use of City streets or other public facilities; and

WHEREAS, the City Council of the City of Sebastopol finds that that it is in best interest of the community and the city that the annual Apple Blossom Parade and Festival event proceed.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS FOLLOWS:

1. Sebastopol City Council grants permission to the Sebastopol Area Chamber of Commerce to hold and conduct a parade (Apple Blossom Parade) on Saturday, April 23, 2022; and
2. Sebastopol City Council requests the Department of Transportation grant permission to hold a parade on Main Street, State Highway Route 116 {04-Son-116} between Healdsburg Avenue and Calder Avenue from 10:00am to 1:00pm on Saturday, April 23, 2022; and
3. Sebastopol City Council grants permission to the Sebastopol Area Chamber of Commerce to use the South High Street parking lot for the Apple Blossom Festival, Saturday, April 23 and Sunday, April 24, 2022; and
4. The licensing of solicitors, street peddlers, and vendors shall be suspended on April 23 and 24, 2022, for the area designated as Exhibit A attached herto and incorporated herein by reference, with the inclusion of the Jewell Avenue Island and that during the period of such suspension, such licenses shall not be issued by the City of Sebastopol. Such suspension shall not apply to sales or other activities directly pertaining to the Apple Blossom event itself, when sanctioned by the Sebastopol Chamber of Commerce; and
5. The Council does hereby order that the Sebastopol Area Chamber of Commerce work with the Sebastopol Police and Sebastopol Public Works Departments for control or detour of public traffic as may be necessary for the safe and expeditious movement of public traffic and for the safety of the participants in the parade; and
6. That certified copies of this resolution, together with other necessary transmittal documents, are directed to be forwarded to the Department of Transportation of the State of California.

VOTE:

Ayes:

Noes:

Abstain:

Absent:

APPROVED: \_\_\_\_\_  
Mayor Patrick Slayter

ATTEST: \_\_\_\_\_  
Mary Gourley, Assistant City Manager/City Clerk, MMC

APPROVED AS TO FORM: \_\_\_\_\_  
Larry McLaughlin, City Attorney

ORDINANCE NO. 696

AN ORDINANCE AMENDING ORDINANCE NO. 596 AND  
688 AMENDING CERTAIN SECTIONS OF THE BUSINESS  
LICENSE ORDINANCE AND REPEALING ORDINANCES  
IN CONFLICT THEREWITH

THE CITY COUNCIL OF THE CITY OF SEBASTOPOL DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 20(L) of Ordinance No. 596 as further amended by Ordinance No. 688 shall be amended to read as follows:

Section 20 L. Solicitors, street peddlers, or vendors, shall pay the sum of \$150.00 per year subject to the modifications set forth below:

1. The above rates shall apply to each individual solicitor and such licenses are not transferrable.
2. This section shall not apply to that class of persons ordinarily called travelling men who sell by sample to the trade only, but shall apply to all other persons, firms or individuals, or corporations who either sell or deliver from place to place or who conduct or establish a place of business or vend upon the streets or who solicit or deliver by truck or other containers to the trade when the same is done over the streets of the City of Sebastopol.
3. This section of the ordinance may be suspended by resolution of the City Council and upon such suspension all licenses of solicitors, street peddlers, and vendors shall be suspended in the specific area and for the specific period as the Council may determine by said resolution.
4. The Council may adopt such resolution when there are special events in the City and where the circumstances will result in a substantial increase in the use of the City streets or other public facilities. Said suspension shall not exceed five days at any one time.
5. During such period of suspension, the following regulations shall apply and shall be set forth in the resolution:

A City may issue special vendor, solicitor or street peddler licenses during such period of suspension in the quantity to be determined in said resolution and for the period of such suspension.

B. Where a limited number of licenses are to be established all applicants for such licenses shall be combined and the persons to receive those licenses shall be drawn by lot at random.

C. All successful applicants shall be required to pay an additional fee to be determined by said resolution to reimburse the City for the additional clean-up expenses which will be incurred during said period.

D. The area in which said special vendors, solicitors and street peddlers licenses are effective shall be limited to the area designated by the City Council and said licensee shall not be permitted to operate outside of said area.

SECTION 2. That portion of Ordinance No. 688 and all other ordinances in conflict herewith are repealed. Except as amended herein, Ordinance No. 596 and 688 shall remain in full force and effect.

SECTION 3. This Ordinance shall be in full force and effect thirty (30) days from and after the date of its passage.

IN COUNCIL DULY PASSED this 6th day of March, 1978.

APPROVED:

*William A. Davis*  
MAYOR

AYES: 3 Councilmen Klinker, Lukas and Mayor Davis  
NOES: 1 Councilman Shatto  
ABSENT: 1 Councilman Miller

ATTEST:

*William A. Davis*  
City Clerk

