


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: February 7, 2023
To: Honorable Mayor and City Councilmembers
From: Police Chief Ronald Nelson
City Administration
Subject: Approval of Resolution authorizing the closure of Main Street during the 2023 Apple Blossom Parade, Saturday, April 29, 2023, the use of the South High Street Parking Lot for the Apple Blossom Festival and suspending section 201 of ordinance no. 696 during the 2023 Apple Blossom Festival, Saturday, April 29 and Sunday, April 30, 2023.
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 2023 Apple Blossom Parade, Saturday, April 29, 2023, the use of the South High Street Parking Lot for the Apple Blossom Festival and suspending section 201 of ordinance no. 696 during the 2023 Apple Blossom Festival, Saturday, April 29 and Sunday, April 30, 2023.

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).

DISCUSSION:

The Annual Apple Blossom Parade will be held on Saturday, April 29, 2023 and the Apple Blossom Festival will be held on Saturday, April 29 and Sunday, April 30, 2023. 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 29, 2023; The Chamber will be required to obtain a City Encroachment Permit from the Public Works Department, and an Encroachment Permit from the California Department of Transportation (Caltrans), 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 29 and 30, 2023, for the Apple Blossom Festival.

City Council / General Plan Goals:

This item reflects the City Council Goals and Values as listed below:

Goal 4 - Maintain and Enhance the City of Sebastopol as a Walkable/Bike-able Community and Enhance the City's Commitment to Promotion of our Public's Health by Creating and Participating in City Programs, Services and Policies

4.1 Create a Safe, Healthy and Attractive Environment for Residents and Visitors

4.2 Create Economic, Cultural and Recreational Opportunities to Maintain the Small Town Character of Sebastopol

4.2.2 Foster a Sense of Community by Providing and Encouraging Participation in Community Events, Volunteering, and working with Non-Profits to Support Local Events

ENVIRONMENTAL REVIEW

The closure of public streets for a temporary parade is exempt from the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15304(e), which exempts minor temporary use of land having negligible or no permanent effects on the environment temporary uses.

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 this 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 the scheduled 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 2023 Apple Blossom Parade, Saturday, April 29, 2023, the use of the High Street Parking Lot for the Apple Blossom Festival and suspending section 201 of ordinance no. 696 during the 2023 Apple Blossom Festival, Saturday, April 29 and Sunday, April 30, 2023.

Attachments:

Letter from Chamber

Resolution

Ordinance 696



January 31, 2023

Larry McLaughlin

City Manager

P.O. Box 1776

Sebastopol, CA 95473

Re: Apple Blossom Parade and Festival April 29, & 30, 2023

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 29, 2023 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 29 & 30, 2023 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,

A handwritten signature in blue ink that reads "Myriah Volk". The signature is fluid and cursive, with a large loop at the end.

Myriah Volk

Executive Director, Sebastopol Chamber of Commerce

RESOLUTION NO. XXXX-2023

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 29, 2023
AND THE USE OF THE SOUTH HIGH STREET PARKING LOT FOR THE 2023 APPLE BLOSSOM FESTIVAL
AND SUSPENDING SECTION 201 OF ORDINANCE NO. 696 DURING THE 2023 APPLE BLOSSOM
FESTIVAL, SATURDAY, APRIL 29 AND SUNDAY, APRIL 30, 2023

WHEREAS, the Sebastopol Area Chamber of Commerce has requested the Council to designate Saturday, April 29, 2023 for the Apple Blossom Parade and to procure necessary approval to allow a parade to be held and conducted on April 29, 2023, 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 29, 2023; 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 29, 2023; 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 29 and Sunday, April 30, 2023; and
4. The licensing of solicitors, street peddlers, and vendors shall be suspended on April 29 and 30, 2023, 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.

IN COUNCIL DULY PASSED, APPROVED, and ADOPTED this 7th day of February, 2023.

VOTE:

Ayes:

Noes:

Abstain:

Absent:

APPROVED: _____
Mayor Neysa Hinton

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 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 licensees 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 Clincker, Lukas and Mayor Davis
NOES: 1 Councilman Shatto
ABSENT: 1 Councilman Miller

ATTEST: W. J. Lawrence
City Clerk