



---

DATE: April 4, 2024, updated April 9, 2024

TO: Planning Commission

FROM: Andrew Trippel, AICP, Planning Manager

SUBJECT: Recommendation to the Planning Commission to Establish Two (02) Ad Hoc Committees for the Purpose of Facilitating Requests for Review of Draft General Plan Update Policy Frameworks

---

Note: This memorandum has been updated to reflect an adjustment to Draft Policy Framework Review assignments described on page 2. Flood Resilience has been moved to Ad Hoc Committee 1 and Economic Development has been moved to Ad Hoc Committee 2.

### **RECOMMENDATION**

It is recommended that the Planning Commission, in coordination with the Commission's Staff Liaison, establish two (02) ad hoc committees to facilitate requests for review of draft General Plan Update policy frameworks assigned to the Commission. The ad hoc committees would automatically disband after the Planning Commission submits comments about the draft frameworks to the General Plan Update project team.

### **BACKGROUND**

The City of Petaluma is currently operating under the City of Petaluma: General Plan 2025, which was written in 2006-2007, adopted in 2008 and minorly updated in 2012. The City is in the process of a General Plan Update to be adopted in 2025. The General Plan is the guiding vision document, provides policies and implementation programs to achieve the City's goals, and generally has a planning horizon of around 20 years. The General Plan also establishes the City's legal foundation for regulating Land Use. Eight mandatory topical areas, called Elements, must be included in a General Plan, including Land Use, Open Space, Conservation, Housing, Circulation, Noise, Safety, and Environmental Justice. Unlike the other elements, the Housing Element is required by State regulations to be updated every eight years.

The General Plan planning process kicked off in 2020 with an extensive public engagement process to identify community and decision-maker priorities for the General Plan. This effort resulted in a Request for Proposals for urban planning consultants to assist the City in developing its General Plan, and in April 2021, the City entered a contract with Raimi + Associates.

In early 2021, the City assembled a General Plan Advisory Committee (GPAC) to provide insight and recommendations throughout the General Plan Update process. The committee is comprised of a diverse group of residents, business owners, educators, and other members of the Petaluma community who serve as advisors and project ambassadors. They work collaboratively with the consultant team, led by Raimi + Associates, and City staff, to provide input on General Plan issues and offer feedback on draft materials.

The General Plan update project is completing its Policy Development phase<sup>1</sup>, during which the following draft policy frameworks were developed:

- Arts, Creativity, and Culture
- Parks
- Historic Resources
- Environmental Justice
- Safety
- Economic Development
- Infrastructure and Utilities
- Mobility and Transportation
- Natural Environment
- Public Facilities
- Noise
- Governance and Implementation
- Flood Resilience (forthcoming)
- Land Use (forthcoming)

These draft policy frameworks were distributed for public review on March 21, 2024. Requests for review are being made to the various Commissions, Committees, Boards, and the Planning Commission, after which the draft frameworks with review comments will return to the General Plan Advisory Committee (GPAC). Following the Policy Development phase, preferred Alternatives will be presented and analyzed, and Plan Development will occur. An updated draft General Plan will be presented to the Planning Commission for review and recommendation to the City Council at a public hearing. Final adoption is anticipated by or before December 2025.

The City requests that the Planning Commission review nine (09) of the draft policy frameworks. Given the number of frameworks and level of detail within each framework, Planning staff recommend that the Commission establish two (02) ad hoc committees to which some draft frameworks would be assigned for review. Each ad hoc committee would be led by the Chair or Vice-Chair, and General Plan Update project team members and Planning staff will be assigned to support the ad hoc committees. The proposed draft framework assignments are more fully described below. Should the Commission agree to establish ad hoc committees as described, staff asks the Commission decide together how Commissioners will be assigned to ad hoc committees.

	<b>Draft Policy Framework Reviews*</b>	<b>Committee Lead</b>	<b>Staff Support</b>
<b>Ad Hoc Committee 1</b>	Flood Resilience** Mobility and Transportation Parks	Chair Hooper	Andrew Trippel (and General Plan Update team)
<b>Ad Hoc Committee 2</b>	Infrastructure and Utilities Noise Economic Development	Vice-Chair Racusen	Krystle Rizzi (and General Plan Update team)

<sup>1</sup> Note: The required Housing Element was adopted by City Council in March 2023 and has been certified by the Department of Housing and Community Development.

\* The Commission will review draft Environmental Justice and Natural Environment policy frameworks collectively at a future study session. This will also apply to the draft Land Use Framework when it becomes available.

\*\* The Resiliency (Adaptation) draft policy framework is forthcoming.