



**Lower Russian River Municipal Advisory Council
(MAC)**

Special Land Use Standing Committee,

Mike Nicholls, Chair

November 22, 2022, 6-7pm

In accordance with AB 361, Governor Newsom's March 4, 2020 State of Emergency due to the COVID-19 pandemic and the Sonoma County Board of Supervisors Resolution 21-0399, the River MAC meeting will be held virtually. The meeting will be on Zoom, links below. After the meeting, videos are available on Facebook and on the 5th District YouTube channel https://www.youtube.com/channel/UCy7u_uF73_2htucfV3Sc7gA

Please click the link below to join the webinar:

<https://sonomacounty.zoom.us/j/93308389558?pwd=eUVKeVJLWkgxZ1V5MmWtUU0hZnBhdz09>

Passcode: 367594

Or One tap mobile :

US: +16694449171,,93308389558# or +16699009128,,93308389558#

Meeting Agenda

Call to Order: Mike Nicholls, Chair

Pledge of Allegiance

Roll Call:

Clerk, Debbie Ramirez

A. Approval of Agenda:

B. Statement of conflict of interest

C. Correspondence

D. Consent Calendar

1) Minutes from July 27, 2022

Calendar Items:

2) **Updates on Permits and Projects of Interest**

a. **PLP18-0012** Lok Hotel Project. **Planner: Alexandra Sullivan/Georgia McDaniel**

Georgia.McDaniel@sonoma-county.org, 707-565-4919

b. **SPE22-0033** Guerneville Parade of Lights, Special Event Encroachment Permit

Call for Agenda Items

Adjournment

Documents related to open session agendas: Any writings or documents provided to a majority of the Lower Russian River Municipal Advisory Council regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure will be made available for public review at 575 Administration Drive, Room 100-A, Santa Rosa, CA, during normal business hours.

Disability Accommodations: If you have a disability and require a sign language interpreter, assistive listening device, material in an alternate format, or other accommodation to attend, please contact District5@sonoma-county.org or call 1-707-565-2241 at least 72 hours prior to the meeting in order to facilitate arrangements for accommodation.

STAY INFORMED with a subscription to the 5th District newsletter. Notice of meetings is posted in various locations including the MAC webpages on the County of Sonoma website, social media accounts, etc.

Lower Russian River MAC Meetings – 3rd Thursdays on alternating even months

Regular Meetings

Thursday, Dec. 15, 2022, 5:30 – 7:30 p.m.
Thursday, February 16, 2023, 5:30 – 7:30 PM
Thursday, April 20, 2023, 5:30 – 7:30 PM
Thursday, June 15, 2023, 5:30 – 7:30 PM
Thursday, August 17, 2023, 5:30 – 7:30 PM
Thursday, October 19, 2023, 5:30 – 7:30 PM
Thursday, December 21, 2023, 5:30 – 7:30 PM

Lower Russian River Land Use Committee Meetings – 4th Thursdays on alternating odd months

Regular Meetings

Thursday, November 22, 2022
Thursday, January , 2022
Thursday, July 28, 2022
Thursday, Sept. 22, 2022

Please visit the Lower Russian River MAC website for agendas, including meeting location and time: <https://sonomacounty.ca.gov/River-Municipal-Advisory-Council/>

Permit Sonoma – Permit History Search: <https://sonomacounty.ca.gov/PRMD/Services/Permit-History-Search/>



Lower Russian River Municipal Advisory Council

Special Land Use Standing Committee Kyra Wink, Chair July 27th, 2022, 6-7pm DRAFT Meeting Minutes

Meeting recording can be found here: <https://youtu.be/pdF4HIE21Q4>

Agenda

Call to Order: Chair Kyra Wink at 6:02

Pledge of Allegiance

01:00 Roll Call by Clerk Jeanne Broome-- Present: Kyra Wink, Nic Pereira, Mike Nicholls

01:15 Approval of the Agenda: Motion by Mike to amend agenda to include update on Monte Rio Gas Station permit, second by Nic; motion passes unanimously

02:09 Conflict of interest: Mike declares conflict with Wildwood project, will recuse himself from discussion

Correspondence- none

Consent calendar- none

03:00 Calendar items: No presentations planned today – just brief updates on any progress on items

below being tracked

Updates on Permits and Projects of Interest

- a. PLP16-0054 Park in downtown Forestville.** Planner: Georgia McDaniel
 - Update: Still in process, will be circulated for public review/comment, will notify the committee
 - Board Comment:
 - Mike: Park would be ideal spot for a car charger
 - Kyra will relay that to planner
- b. PLP19-0018 MD Gas Station – 15190 River Rd, Guerneville.** Planner: Derik Michaelson
 - Update: No update received. Planner Derik said in May that a letter was sent to Permit Sonoma and he would get back to them
 - Board Comment:
 - Mike: Suggests another note requesting an update is send
 - Nic: Was going to say the same

- Public Comment: Adrienne Lauby concerns about low income housing being turned into hotel—will be addressed on River’s Edge item

c. PLP18-0012 Lok Hotel Project. Planner: Alexandra Sullivan/Georgia McDaniel

- Update: BZA (Board of Zoning Adjustment) hearing recommendation was to reduce capacity and stories, address water capability. Applicant is responding and will bring back in Fall hearing

d. PLP21-0003 Rio Nido Outdoor Market. Planner: Jen Chard

- Update: Application incomplete at Permit Sonoma; needs a fire evaluation and further description of the project as well as environmental review and possibly impact report. Extension was requested and applicant is working on it.
- Board Comment:
 - Nic: side note that he did not receive excel spreadsheet/planning description
 - Mike: Suggests they table discussion of this item until the applicant returns with the requested information

e. UPE20-0068 River’s Edge Lodge. Planner: Jennifer Fazo

- Update: There was a presentation and public hearing at the June 30th LUC meeting. Jennifer received the comments from the meeting and they will be added to the record. The project will be heard by the BZA and will update the committee on the next public hearing.
- Board Comment:
 - Mike: Items is out of LUCs hands if at BZA
 - Nic: The LUCs swing at this ball has passed. The next opportunity for public comment will be at the BZA hearing
 - Kyra: LUC will inform public when the date is set
- Public Comment: Adrienne Lauby is a homeless advocate and is concerned that turning low income housing into hotels/resorts is not good for Guerneville or Sonoma County

f. PLP20-0009 Wildwood. Planner: Ross Markey

- Mike removed from panel for conflict of interest
- Update: There was a presentation and public hearing at the June 30th LUC Meeting. It was supposed to be prior to a July 7th meeting that was canceled, because CAL Fire would like to comment. A notice will go out when the meeting is rescheduled.
- Board comment:
 - Nic: In the same position as with River’s Edge; the next opportunity for public input to be documented will be at the upcoming meeting

- Kyra: LUC will get the word out when it is rescheduled

g. PLP21-0003 Monte Rio Gas Station. Planner: Doug Bush

- Mike rejoins panel
- Update: Incomplete application of last year; applicant requested time to revise. A letter on July 5th from Permit Sonoma gave applicant 30 days notice for a response or the application will be withdrawn.
- Board Comment:
 - Kyra: Like Mike said on other item, LUC should park this item if the applicant does not meet the deadline
 - Nic: If the application is withdrawn, it will likely come back as a new item with a new number

30:10 Kyra: Other recently completed or otherwise terminated items;

Fencing was approved for Armstrong;

There have been 3 bike races in the area recently: Kings, Grand Fondo, Chefs;

Rezoning sites for housing will be brought back to LUC with county support;

Request for the Forestville Youthpark Parade and BBQ, brought back since

COVID this year;

A food truck wash out was approved in Guerneville;

Timberland to marijuana conversion was removed because of issues with applicant and zoning.

31:53 Kyra: Agreement to stick to consistent meeting time on 4th Thursday of the month from 6-7 to ensure public accessibility

Adjournment: Mike motions to adjourn, Nic seconds. Motion passes unanimously.

Meeting adjourned 6:34

PROJECT DESCRIPTIONS 7/27/22

PLP16-0054 Forestville Park – Georgia McDaniels, Planner

Request for a Zone Change from PC (Planned Community) zoning district to the PF (Public Facilities) zoning district, General Plan Amendment from the LC (Limited Commercial) Land Use Designation to the PQP (Public and Quasi Public) Land Use Designation, and Use Permit and Design Review for a new public park containing a picnic area, amphitheater, (covered stage structure with sound barrier/backdrop), small plaza gathering area for public events, pathways and sidewalks 24 bicycle parking spaces at West County Trailhead, public restrooms/storage structure, drinking foundation and seating, 17 vehicle spaces parking lot including one ADA accessible space, drainage improvements, bus stop with shelter adjacent to park and State Hwy 116, trash cans and trash storage area, information kiosk, donor plaque displays plus oak and wetlands preservation areas located on a 4.26. acre parcel in downtown Forestville.

PLP19-0018 – MD Gas Station, Guerneville, - Derik Michelson, Planner

Use Permit and Design Review proposal to allow reuse of an existing gas station property for mixed use development, including a new three-story building with parking on the ground floor and five (5) single-room occupancy (SRO) units and two (2) two-bedroom apartments above, a 2,000-square-foot of retail market, and a new canopy structure with replacement of existing pump dispensers, on a 0.32 acre commercial property fronting River Road near Guerneville. Zoning of the site is: LC, F2 LG/116 LG/RRC SR VOH.

PLP18-0012 – LOK Hotel Project – Georgia McDaniels, Planner

Use Permit and Design Review to allow a new 120-room resort, 2,745 square feet of impermeable surfaces within the Riparian Corridor, and improved public river access at the former Guerneville Park Resort location. The project includes two main hotel buildings, four stories in height, with 100 (one hundred) 410 square-foot (SF) rooms, (34,359 SF total and 37,314 SF total), lobby (2600 SF), two meeting rooms (3656 SF total), hotel services area (5652 SF), small restaurant and bar (3334 SF), spa (2055 SF) and gym (538 SF). The main hotel buildings would be constructed over 320 feet from the centerline of River Road (Highway 116). Detached from the main hotel buildings would be 20 additional suites, four stories in height, located in 5 Tree House buildings (768 square feet each/15,736 SF total) to be located near the northeast edge of the site, upslope from the Hulbert Creek. Accessory buildings include a public bathroom (128 SF), a pool house (92 SF) and a gate house (188 SF). The public access trail (current location conceptual), a 25-space public parking lot and public restroom facility will be developed on the east side of the development site, where it will be accessible from Highway 116 and located away from neighboring residential development. The project is expected to employ up to 37 people during the peak season.

UPE22-0003 – Rio Nido Outdoor Market –Jen Chard, Planner

Use Permit to operate a 7,300 sq ft outdoor market adjacent to an existing 460 sq ft general store and 37-space surface parking lot on a 1.29-acre parcel zoned LC. The proposed outdoor market will include tents/tables for vendors and will operate 2xs/week between 8am–10 pm.

UPE20-0068/River's Edge Lodge –Jennifer Fazo, Planner

Request for a Use Permit to convert an existing residence and three cottages into a six-room lodging operation on a 3.47 acre parcel in the Recreation and Visitor-Serving Commercial District (K) Zoning District. The facility will operate 24 hours a day, 7 days a week and have 2 full-time employees. No expansion of existing buildings or food service is proposed. No events.

PROJECT DESCRIPTIONS 7/27/22 (cont...)

PLP20-0009 Wildwood – Ross Markey, Planner

Request for 1) a Zone Change from Resource and Rural Development (RRD) to Timberland Production (TP); 2) cancellation of the existing Land Conservation Contract (Williamson Act) to be replaced by the Timber Production Zone assessment district; and, 3) a phased Use Permit to legalize an existing retreat center operating year-round, with a maximum of 10 employees. The resort will operate Friday – Sunday with a maximum of 52 people onsite (including employees) following the completion of Phase I, and a maximum of 60 people onsite (including employees) following the completion of Phase II; and, open one weekend a month Thursday – Sunday with a maximum of 35 people onsite (including employees) during both phases. Phase I is expected to be completed within 2 years from approval and Phase II will be completed within 4 years from approval; located on a +/- 210 acre parcel located at 20111 Old Cazadero Road, Guerneville, **APN 106-230-007 & -008. Supervisorial District 5.**

PLP21-0003 Monte Rio Gas Station

Request for a Use Permit and Administrative Design Review to add a 24-hour fuel station with three dispensers to an existing mini-mart operation along a Scenic Corridor on a 0.32-acre parcel. The fuel station would include a 16-foot tall canopy and underground storage tank.

NOTICE OF INTENT TO ADOPT A REVISED MITIGATED NEGATIVE DECLARATION PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

WHO: Project Applicant, Lok GuerneWood Park Development Company, LLC, **Permit Sonoma File No. PLP18-0012**

WHAT: Use Permit and Design Review to construct a 108-room resort, implement a Streamside Conservation Plan to allow for Riparian Corridor encroachment of 4,490 square feet, habitat restoration of 1.26 acres, and to construct improved public river access, parking lot and trail on a 9.61-acre property. The project includes two main hotel buildings with 80 rooms, 28 suites located in four detached buildings, and a maximum building height of 35 feet. A resort lobby and hotel services, guest spa and gym with an outdoor pool, two meeting rooms for special events, and a public restaurant and bar are included, as well as 175 total parking spaces (with 25 spaces dedicated for public use), public restroom facility, and an ADA-compliant public trail to the Russian River. Proposed hours of operation for the resort are 24 hours per day, 7 days per week with up to 37 employees. Located at 17155 Highway 116, Guerneville, **APNs 072-130-005, -007 and -009. Supervisorial District 5.**

Parcel Zoning: Recreation and Visitor Serving Commercial and Combining Zones for Local Area Development Guidelines for Russian River Corridor and Highway 116 Scenic Corridor, Floodway, Floodplain, Scenic Resources, Riparian Corridor with 50-foot and 25-foot setbacks, and Valley Oak Habitat.

In accordance with Public Resource Code and CEQA Guidelines, the County of Sonoma provides notice to agencies and interested parties that it is recirculating a final Initial Study and Mitigated Negative Declaration (IS/MND) for the project **to reflect changes in the project description resulting from the Board of Zoning Adjustments public hearing held on February 24, 2022.** The IS/MND did not find potential environmental impacts that could not be mitigated to a less-than-significant level. The IS/MND is available at Permit Sonoma at 2550 Ventura Avenue, Santa Rosa, CA 95403.

WHERE & WHEN:

After the close of the IS/MND public review period, the Sonoma County Board of Zoning Adjustments is **tentatively** scheduled to hold a virtual public hearing on **December 15, 2022**, to consider the adoption of the IS/MND. 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 Sonoma County Board of Zoning Adjustments public hearing will be conducted via videoconference only without a physical location from which members of the public may observe and offer public comment. A final hearing notice containing instructions on how to join the meeting via the Zoom app or by telephone will be issued ten (10) days prior to the confirmed hearing date.

ADDITIONAL MATERIALS:

Project materials and associated documents are available at Permit Sonoma, 2550 Ventura Avenue, Santa Rosa, CA 95403 and digitally through the Project Planner, Georgia McDaniel at Georgia.McDaniel@sonoma-county.org or (707) 565-4919 and

through Planner@sonoma-county.org. Alternative record accommodations are available upon request.

**GETTING
INVOLVED:**

If you have questions or concerns regarding the proposed project please contact the project planner listed above. The required 30-day public review period on the revised IS/MND is November 2, 2022 to December 2, 2022. Comments on the revised IS/MND must be received by December 2, 2022, **at 5:00PM**. All comments received after the review period will be included in the public record for consideration and provided to the decision-making body prior to or at the public hearing scheduled as above.

If you challenge the decision on the project in court you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to Permit Sonoma at or prior to the public hearing.

**NOTICE
ALSO
PUBLISHED:**

Press Democrat

DATE: November 2, 2022



APPLICATION FOR SPECIAL EVENT ENCROACHMENT PERMIT

ENC-004

Special Event Permit SPE22-0033 Related Permit No.

Special Event Permit Fee

PURPOSE

Application to request a permit to allow a Special Event to be conducted within a County Right-of-Way.

Check Type of Activity: Bike-a-thon, Marathon, Triathlon, Bike Race, Parade, Other, Festival/Fair, Traffic Control, Filming, Run

Guemeville Christmas Parade of Lights

Name of Event

Permittee Organization Russian River Alliance Telephone (415) 515-7916

Permittee's Representative Bryan Hughes Telephone

Mailing Address PO Box 2 City/Zip Monte Rio / 95462

Location/Route of Event Main Street between Armstrong Woods Road and Mill Street

We are also planning on closing the westbound direction of 4th Street for staging/destaging as well as Mill Street between 4th Street and Main Street as part of the parade route

Insurance Company Acord Policy 2021-58302 Expiration 02/2023

Permittee agrees to accept all responsibility for loss or damage to any person or entity and to indemnify, hold harmless, and defend and release the County of Sonoma, its agents and employees of and against any and all liability, actions, claims, damages, costs or expenses which may be asserted by any person or entity, including Permittee, that arise out of, or are connected to, or relate to the activities anticipated by this Special Event Permit.

The undersigned agrees that the special event will be conducted in accordance with and subject to the terms and conditions of this permit, the State Vehicle Code, the State Streets and Highways Code, and is subject to inspection and approval by the Permit and Resource Management Department.

Permittee Signature [Redacted] Date 11/07/2022

PROVIDE THE FOLLOWING SPECIAL EVENT INFORMATION

- 1. Route map showing route, staging areas and signing. Yes No
- 2. Attach a copy of applicant organization's *Waiver & Release of Liability, Assumption of Risk Indemnification Agreement*.
- 3. Event Date(s) 12/03/2023
- 4. Start Time 7 30pm End Time 9 30pm
~2000
- 5. Approximate number of event participants expected: _____
- 6. List County Roads that applicant is requesting to be traveled or closed:
Eastbound of 4th Street between Armstrong Woods Road and Mill Street

Mill Street between 4th Street and Main Street

- 7. List any special arrangements that applicant is requesting to provide, such as: providing emergency services for participants, first aid, road wet down or temporary striping/painting, providing sanitation facilities, street sweeping, etc.
None



County of Sonoma

PERMIT SONOMA FIRE PREVENTION DIVISION

FIRE PREVENTION - HAZARDOUS MATERIALS



Special Event Application / Permit

Note: This Application / Permit is not valid until signed by a Fire Department representative.

A FEE WILL BE CHARGED FOR THIS APPLICATION / PERMIT

BILLING INFORMATION		APPLICANT			
Name	Russian River Alliance	Name	Russian River Alliance		
Address	PO Box 2, Monte Rio, CA 95462	Address	PO Box 2, Monte Rio, CA 95462		
Email	bryan@russianriveralliance.org	Email	bryan@russianriveralliance.org		
Phone	415-515-7916	Phone	415-515-7916		
EVENT					
Address	Main Street, Guerneville, CA	Contact	Bryan Hughes		
Email	bryan@russianriveralliance.com	Cell	415-515-7916		
Event	Holiday Parade of Lights	Number of Participants		Event Date	
		Total		Start Date	End Date
					12/3/22

Overall Event Profile (Check most applicable and all that apply)

EVENT CONDITIONS				SAFETY PROVISIONS*			
NATURE OF EVENT		VENUE		SECURITY			
<input type="checkbox"/>	Concert / Music Festival	<input type="checkbox"/>	Indoors	<input checked="" type="checkbox"/>	Outdoors	<input checked="" type="checkbox"/>	Event Staff
<input type="checkbox"/>	Exhibit / Trade Show	<input type="checkbox"/>	Parking / Traffic Access		<input type="checkbox"/>	Private Security	
<input checked="" type="checkbox"/>	Bicycle / Foot Race / Parade	<input checked="" type="checkbox"/>	Festival Seating / Standing		<input checked="" type="checkbox"/>	Law Enforcement	
<input type="checkbox"/>	Athletic / Sporting Event	<input checked="" type="checkbox"/>	Tables & Chairs		EMERGENCY MEDICAL		
<input type="checkbox"/>	Agricultural / Farmers Market	<input type="checkbox"/>	Tents- (Application REQUIRED)		<input type="checkbox"/>	Event Staff First Aid	
<input type="checkbox"/>	Camival / Fair / Circus / Haunted House	<input type="checkbox"/>	Heating Provided		<input type="checkbox"/>	Advance Life Support (ALS)	
<input type="checkbox"/>	Motor Sport	<input type="checkbox"/>	Generator Provided		<input type="checkbox"/>	Basic Life Support (BLS)	
<input type="checkbox"/>	Aviation / Marine Event	FOOD & BEVERAGE		FIRE PROTECTION			
<input type="checkbox"/>	Political Rally	<input type="checkbox"/>	Catered / Prepared off-site		<input checked="" type="checkbox"/>	Fire Extinguishers / Hoses	
<input type="checkbox"/>	Wedding	<input type="checkbox"/>	Barbeque / Grill on-site		<input checked="" type="checkbox"/>	Event Staff Fire Watch	
<input type="checkbox"/>	Pyrotechnic Display	<input type="checkbox"/>	Deep Fryer on-site		<input checked="" type="checkbox"/>	Fire Dept. Stand-by	
<input type="checkbox"/>	Wine Tasting	<input type="checkbox"/>	Ranges on-site		<input checked="" type="checkbox"/>	Fire Engine Stand-by	
<input type="checkbox"/>	Other	<input type="checkbox"/>	Alcohol Served		<input type="checkbox"/>	Fire Rescue Stand-by	

I declare under penalty of perjury, to the best of my knowledge and beliefs, the responses made herein are true and correct.

Printed Name: **Bryan Hughes**

Date **11/07/22**

*If Safety Provisions are not sufficient for the event, additional Safety Provisions may be required by County Fire.
See back of form for further details.

OFFICE USE ONLY BELOW THIS POINT

Local Fire Agency	<input type="checkbox"/> Local agency notified and conditions have been added (if any).	Public Safety Plan	<input type="checkbox"/> Required <input type="checkbox"/> Approved
<input type="checkbox"/> Subject to the conditions noted on the Fire Inspection Form, permit is hereby approved. (Fire Inspection Form is attached)			
Inspector Signature:	Printed Name:	Date	
Zoning Permit No:	Site Plan / Route Map		<input type="checkbox"/> Attached <input type="checkbox"/> Approved
Permit Fee	Inspection Fee	Total Fee	Invoice #:

White - File

Canary - Post at Event

03/2021 sm

Guerneville Parade of Lights Route Plan

Saturday 12/3 @ 7:00 p.m.

On Saturday, December 3rd at 7:30 p.m., after a two year hiatus due to the pandemic, we are happy to announce the return of Guerneville's Holiday Parade of Lights, sponsored by the Russian River Alliance and Sonoma County Board of Supervisors, in partnership with the Russian River Chamber of Commerce.

Guerneville, occasionally in the news because of winter river flooding or fires, is the largest town (population about 5,000) in the lower Russian River and has a reputation as quirky and funky, a haven for gays and hippies. Its eclectic residents embrace diversity and exude small-town friendliness and charm.

This year, Guerneville is back in all its funky glory and will be celebrating the holidays on a grand scale true to Guerneville – kicking off the holiday season with the extravagant annual Parade of Lights, when brightly decorated floats – some serious, some hilarious, some downright outrageous – march down Main Street starting at 7 p.m. on Saturday, December 3rd, 2022.

Event Details

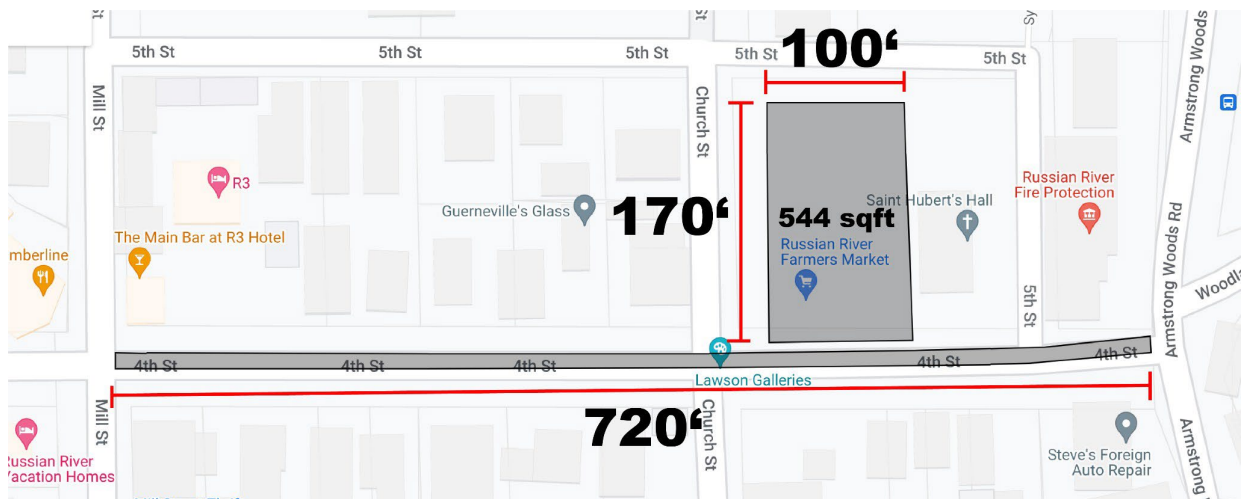
1. This is a free event!
2. Estimated Attendance: ~2,000 people.
Local Lower Russian River population is ~7,000
3. Estimated Number of Floats: 25 to 50
4. Staging Start Time: 12 p.m. day of event
5. CHP arrival: 6:30 p.m.
6. Line Formation: 1 hour before event
7. Parade Start Time: 7:00 p.m. with floats leaving the staging area at 6:50 p.m.
8. Duration of Event (including Staging/De-staging): 12 hours
9. Duration of Parade: 1.5+ hours
10. Cleanup Arrangement: Trash Trolls (???)
11. Points of Contact:
 - a. Bryan Hughes (415) 515-7916
 - b. Mags Van der Veen (831) 345-7175

Guerneville Parade of Lights Route Plan

This route has several key benefits. First, it detours the regular traffic up and down First Street which has been recently paved and away from the event (and on the other side of Main Street). Another advantage to this route is that the only point where the parade and regular traffic meet will be at the intersection of Armstrong Woods Road and Main Street and Main Street and Mill Street and Main Street. We will use this to our advantage where the parade vehicles will honor the traffic light.

Staging and De-staging

All staging and de-staging will be on the westbound lane of 4th Street starting at 12 pm the day of the event - the eastbound lane will still be open to traffic. All floats will be required to be ready and in position 1 hour before the event commences. The same area will be used for de-staging/disassembly of the floats. Each float participant will be responsible for any and all cleanup and trash removal. We will have contingency plans in the case a float participant fails to adhere to this rule.



Assuming that each participant float is given 25' of area to prepare their float, we will be able to stage 29 floats along 4th Street. This also allows for staging at the field at Schubert's Hall.

Guerneville Parade of Lights Route Plan

If there are more than 29 floats, then we will need to extend the staging area down 4th Street towards Brookside Lane. If this is the case, then we will need to use the alternate route option detailed below.

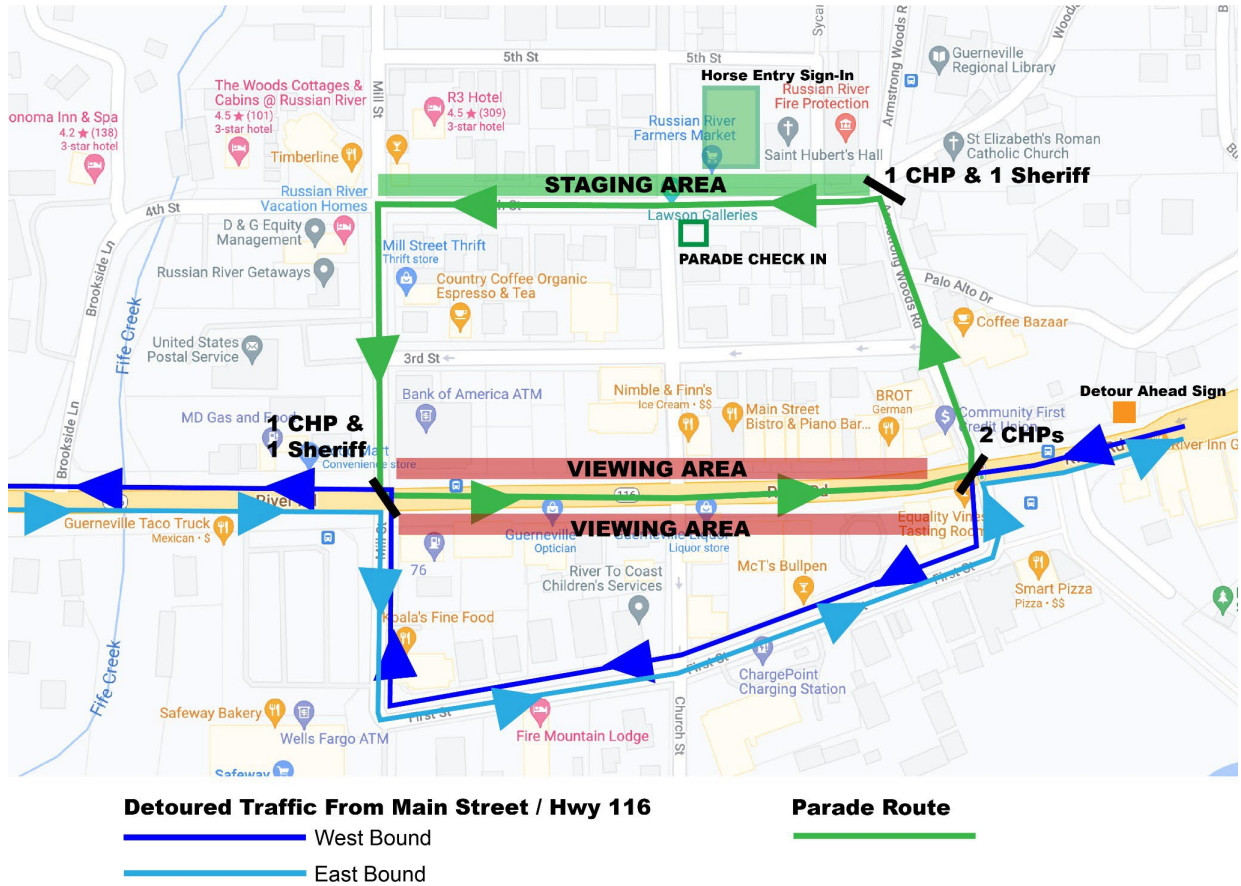
The Route

Historically, the route would follow 4th Street onto Brookside Lane and then turn left onto Main Street. This has proven to be a very problematic route as the parade route and detoured traffic traveling on the same street required challenging traffic management across 3 lanes where the parade route continues down Main Street at Mill Street while detoured traffic turns right at Mill Street.

After reviewing with Chief Steve Baxman, who has historically helped with barricade and A-frame no-parking signs, we determined that a better route would be for the parades to turn left onto Mill Street from 4th Street as the parade commences.

This will eliminate the need for creating 3 lanes and managing both detoured traffic and parade floats. Also as important, is that it solves the "Safeway issue" by not complicating access to the store.

Guerneville Parade of Lights Route Plan



For this option, road closures will include:

- The westbound lane of 4th Street from Armstrong Woods to Mill Street from 12 p.m. until 11 p.m. (Sonoma County)
- Mill Street from 4th Street to Main Street from 6:00 p.m. until the last float has turned onto Main Street about 1.5 hours (Sonoma County)
- Main Street from Mill Street to Armstrong Woods Road from the start through the duration of the parade (Caltrans)

This route does not require any traffic management on Main St, just at the intersections.

CHP

Officer Mike Tonelli will assign each officer their location and will arrive at 6:30 p.m.

Guerneville Parade of Lights Route Plan

Detoured Traffic

All traffic will be detoured down 1st Street. Westbound traffic will be detoured from Main Street, turning left onto Armstrong Woods Road (normally a one-way street), then right onto First Street. Traffic will continue down First Street, then turn right onto Mill Street, and finally turn left back onto Main Street (aka River Road). Eastbound will be the opposite.

Abatement Logistics

Two days before the event, the parade organizers and volunteers, working with Chief Baxman, will work on placing the A-frame No Parking signs along Mill Street and 1st Street giving plenty of notice. We will work with local businesses to be as disruptive as possible.

The day before the event, the parade organizers will get the necessary barricades from Sonoma County Roads and store them in the parking area of the Substation.

The morning of the event, the parade organizers and volunteers will sweep Mill Street and 1st Street to attempt to find and give notice to the owners of any parked vehicles. During the afternoon, we will work with CHP to have any remaining cars abated.

Viewing

Spectator viewing will be along both sides of Main Street. There will be a judges table set up in front of Larks Drugs where each float will stop for a minute to be judged.

Safety Measures & Emergency Services

Both the Guerneville Fire Department and Monte Rio Fire Department, along with the Sonoma County Sheriff's office will also be participating in the event.

We will be relying on a team of volunteer safety monitors to ensure an orderly event, keep an eye out for any individuals running into the parade path, or any other general medical emergencies.

Guerneville Parade of Lights Route Plan

Timeline and Milestones

October 23rd - Artwork is completed

October 25th - File Caltrans and PRMD applications

October 28th - Press release and MarComm push

October 28th - Call for volunteers and floats

November 18th - Float application deadline

December 3rd - Staging, Parade, Festival, De-Staging

Guerneville Parade of Lights

Participant Rules

Volunteer parade monitors will be posted along the parade route to ensure the safety of parade participants and guests and to keep spacing between floats consistent.

Please review the following guidelines with your group.

1. Parade Participant Entry Forms will be due by the end of the day, Friday, November 18th, 2022.
2. The parade will begin leaving the staging area at 6:50 p.m. on Saturday, December 3rd, for a 7:00 p.m. start.
3. Parade check-in begins at 12:00 p.m. and ends at 5:00 p.m. All vehicles/individuals must check in at the staging area in the parking lot of Johnson's Beach.
 - a. Cars, motorcycles, golf carts, individuals, etc. - Staging will take place in the parking lot of Johnson's Beach. Each float's location in the parking area will be numbered and marked off corresponding to the number assigned to you. This is where you will position your float and do any final assembly or staging. This will allow for a smooth exit from the staging area onto Mill Street.
 - b. Floats will begin leaving the staging area around 6:50 p.m. heading up Mill Street then turning right onto Main Street. The route will then continue down Main Street and then turn RIGHT onto Armstrong Woods Road, and then right down First Street back to Mill Street, then back to the de-staging area in the parking lot of Johnson's Beach.
 - c. Vehicles that do not need to be de-staged or disassembled will be free to leave. They will still leave the parade route down First Street, then turn right onto Mill Street.
4. Entry Participants:
 - a. Vehicles: must be free of mechanical problems and in good working order. Any mechanical breakdowns will be the sole responsibility of the vehicle owner. Parade officials reserve the right to inspect each vehicle and at its sole discretion remove vehicle/float from parade if deemed not fit, or unsafe. Floats must be less than 13'6" in height and must comply with parade entry guidelines.

Guerneville Parade of Lights

Participant Rules

- b. Drivers: Drivers must carry a valid California driver's license and be in control of their vehicles. If adequate sight-lines are not available, the entrant must provide Safety Personnel who have adequate communications with the driver in order to insure the safety of both entry participants and spectators. The entrant is responsible to see that the driver and any required safety personnel, have adequate skills, experience and training to perform their duties. During the parade, the driver must maintain 20' – 30' (2-3 car lengths) from the preceding unit.
 - c. Riders. Caution should be taken to ensure the safety of all riders. No jumping on and off of moving vehicles is allowed. Vehicles must be at a full stop.
 - d. Participants/Out-walkers. Care must be taken by all participants not to draw spectators from the viewing area into ANY PORTION of the street assigned to the parade route. No performance or activity shall be permitted which results in the drawing of spectators onto the parade route. This is a community event for all ages. Costumes, decorations, and other participation in the parade must be appropriate for all ages and non-political.
 - e. Music: Amplifiers may be used to project music only and only at a reasonable volume so as not to interfere with other parade participants.
 - f. Waivers: All participants must turn in a signed waiver. If under 18, this must be signed by a parent/legal guardian. We will have extra waivers at the check-in desk.
 - g. Animals: Must be listed on the parade application. All animals must have updated vaccinations, be in good medical health and be able to cope with crowds and other animals. The parade organizers are NOT responsible for cleaning up after animals. You must provide someone to clean up immediately, if necessary, after the animal. Violators of this rule will be removed from the parade.
5. Safety First:
- a. Participants and performances must keep pace with those in front of them. There is no joining or exiting the parade once it begins, unless there is an emergency. No stopping, unless traffic dictates. Loading and

Guerneville Parade of Lights

Participant Rules

unloading of people into vehicles may only take place at the beginning or end of the parade route.

- b. All props must be safe and not pose a risk to our participants or the parade spectators. All decorative materials should be flame retardant. The use of open flames on any entry is PROHIBITED unless special permission is granted by the event organizers.
 - c. No alcohol or glassware is allowed in the parade. Bottled water and cans of soda are permitted.
 - d. No fireworks, explosives or other pyrotechnics. No alcoholic beverages or alcohol-impaired drivers will be permitted within the parade.
 - e. Continuous blowing of loud horns or sirens is PROHIBITED
 - f. Any person riding a bicycle, wearing rollerblades, using a skateboard or other wheeled apparatus, must wear a helmet. No exceptions.
 - g. Floats must at all times keep forward movement and not stop unless it is required to keep a safe distance from the float ahead.
 - h. No one may step on or off a float or any motorized unit until it is at a COMPLETE stop.
 - i. All floats are required to have a fire extinguisher on board.
6. Candy and other promotional materials. In an effort to keep our streets clean, it is preferred that candy and other materials are not thrown from any vehicles, but instead handed out by walkers.
- a. Promotional materials and other types of swag (stuff we all get): If passing out any promotional materials or swag, it needs to be handed out by walkers. No political literature is to be handed out.
 - b. It is preferred that candy is handed out by walkers; if tossed from the vehicle, please take caution to ensure it is tossed into the crowd or onto the sidewalk, keeping the streets free of debris. Store bought, wrapped candy only.
7. Anyone that violates any part of above rules and regulations will first be given a verbal or written warning and, upon a second such violation, may be asked not to return to the parade. The event organizers have the right to remove any parade unit from the line-up at their sole discretion for a violation of any applicable rule or law.

Guerneville Parade of Lights

Participant Rules

Please consider a tax deductible gift to support the Russian River Alliance to continue to bring these types of events to our community. You may donate online: <https://www.russianriveralliance.org/>. Thank you for your continued support!



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 707-874-2666 Open Door Ins Services, Inc. P.O. Box 428 Occidental, CA 95465 Angela Gianni	CONTACT NAME: Angela Gianni	
	PHONE (A/C, No, Ext): 707-874-2666	FAX (A/C, No): 707-874-1233
E-MAIL: angela@opendoorins.com		
ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: NonProfits' Insurance Alliance		10023
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
Russian River Alliance
PO Box 904
Monte Rio, CA 95462

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

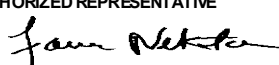
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		2022-58302	02/27/2022	02/27/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			2022-58302	02/27/2022	02/27/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in Nh) <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			2022-58302	02/27/2022	02/27/2023	EaOcc/Agg \$1M/\$1M

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The County of Sonoma, its officers, agents, & Employees are named as additional insured per attached form NIAC-E61 0219 & CG2026 1219

CERTIFICATE HOLDER

CANCELLATION

SC-CONR The County of Sonoma, its Officers, Agents & Employees PRMD	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED
PRIMARY AND NON-CONTRIBUTORY
ENDORSEMENT FOR PUBLIC ENTITIES**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization:

A. Section II – WHO IS AN INSURED is amended to include:

4. Any public entity as an additional insured, and the officers, officials, employees, agents and/or volunteers of that public entity, as applicable, who may be named in the Schedule above, when you have agreed in a written contract or written agreement presently in effect or becoming effective during the term of this policy, that such public entity and/or its officers, officials, employees, agents and/or volunteers be added as an additional insured(s) on your policy, but only with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by:
- a. Your negligent acts or omissions; or
 - b. The negligent acts or omissions of those acting on your behalf;

in the performance of your ongoing operations.

No such public entity or individual is an additional insured for liability arising out of the sole negligence by that public entity or its designated individuals. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.

B. Section III – LIMITS OF INSURANCE is amended to include:

8. The limits of insurance applicable to the public entity and applicable individuals identified as an additional insured(s) pursuant to Provision A.4. above, are those specified in the written contract between you and that public entity, or the limits available under this policy, whichever are less. These limits are part of and not in addition to the limits of insurance under this policy.

C. With respect to the insurance provided to the additional insured(s), Condition 4. Other Insurance of SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS is replaced by the following:

4. Other Insurance

a. Primary Insurance

This insurance is primary if you have agreed in a written contract or written agreement:

- (1) That this insurance be primary. If other insurance is also primary, we will share with all that other insurance as described in **c.** below; or

- (2) The coverage afforded by this insurance is primary and non-contributory with the additional insured(s)' own insurance.

Paragraphs (1) and (2) do not apply to other insurance to which the additional insured(s) has been added as an additional insured or to other insurance described in paragraph **b.** below.

b. Excess Insurance

This insurance is excess over:

1. Any of the other insurance, whether primary, excess, contingent or on any other basis:
 - (a) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";
 - (b) That is fire, lightning, or explosion insurance for premises rented to you or temporarily occupied by you with permission of the owner;
 - (c) That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises temporarily occupied by you with permission of the owner; or
 - (d) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of **SECTION I – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE.**
 - (e) Any other insurance available to an additional insured(s) under this Endorsement covering liability for damages which are subject to this endorsement and for which the additional insured(s) has been added as an additional insured by that other insurance.
- (1) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the additional insured(s) against any "suit" if any other insurer has a duty to defend the additional insured(s) against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the additional insured(s)' rights against all those other insurers.
- (2) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:
 - (a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
 - (b) The total of all deductible and self-insured amounts under all that other insurance.
- (3) We will share the remaining loss, if any, with any other insurance that is not described in this **Excess Insurance** provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Methods of Sharing

If all of the other insurance available to the additional insured(s) permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any other the other insurance available to the additional insured(s) does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

Any person or organization that you are required to add as an additional insured on this policy, under a written contract or agreement currently in effect, or becoming effective during the term of this policy. The additional insured status will not be afforded with respect to liability arising out of or related to your activities as a real estate manager for that person or organization.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
1. In the performance of your ongoing operations;
or
 2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;
whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

6100 Labath Ave.
Rohnert Park, CA 94928
(707) 588-1400
(800) 735-2929 (TT/TDD)
(800) 735-2922 (Voice)



October 24, 2022

File No.: 360.1 5172.16000.22A-213

California Department of Transportation - District Four
111 Grand Avenue, 6th Floor MS SE
PO Box 23660
Oakland, CA 94623-0660

Attention: Encroachment Permit Coordinator

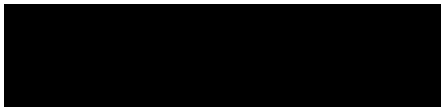
RE: Guerneville Parade of Lights, Special Event Encroachment Permit

The purpose of this correspondence is to acknowledge a working relationship has been established between the California Highway Patrol (CHP), Santa Rosa Area, and the organizers of the Guerneville Parade of Lights set to take place on December 3, 2022.

The CHP will provide traffic management services on the day of this event. The event routes and scheduled timeframes have been reviewed and they appear satisfactory. Our patrol officers and supervisors will be notified of these events and their scheduled dates as well.

Should you have any inquiries, please feel free to contact Sergeant David Thomas at (707) 588-1400 Monday through Friday from 8 am to 5 pm.

Sincerely,



R. M. ENGLAND, Captain
Commander
Santa Rosa Area





SONOMA COUNTY SHERIFF'S OFFICE

MARK ESSICK
Sheriff-Coroner

JAMES NAUGLE
Assistant Sheriff
Law Enforcement Division

EDDIE ENGRAM
Assistant Sheriff
Detention Division

HEID/KEITH
Chief of Financial and
Administrative Services

October 25th, 2022

Caltrans District-4
P. O. Box 23660
Oakland, Ca 94623-0660

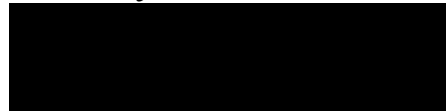
Re: Guerneville Annual Parade of Lights

To Whom It May Concern,

The Sonoma County Sheriffs Office, in conjunction with the Monte Rio Fire Protection District, will facilitate the setting up, removal, and overall organization of all necessary road cones, signs, and barricades for the Holiday Parade of Lights to be held in Guerneville on December 3rd, 2022. This is the 20th annual parade and is presented by the Russian River Alliance.

If you have any questions, please contact Sergeant Ryan Russell or Community Services Officer Nicole Demetrak at (707)869-0202 at the Sheriffs Office Guerneville Substation.

Sincerely,



Sergeant R. Russell #1456