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## UNAPPROVED DRAFT ACTION MINUTES

DESIGN REVIEW & TREE BOARD  
CITY OF SEBASTOPOL  
MINUTES OF MARCH 26, 2024

### **DESIGN REVIEW & TREE BOARD:**

The notice of the meeting was posted on March 21<sup>st</sup>, 2024.

**1. CALL TO ORDER:** Chair Langberg called the meeting to order at 6:00 p.m.

### **2. ROLL CALL:**

**Present:** Chair Langberg,  
Vice-Chair Hanley,  
Board Member Lynn Deedler  
Board Member Christine Level

**Absent:** Board Member Cary Bush  
Board Member Marshall Balfe

**Staff:** Kari Svanstrom, Planning Director  
John Jay, Associate Planner  
Nzuzi Mahungu, Planning Technician

### **3. APPROVAL OF MINUTES:**

The minutes of **August 22<sup>nd</sup>, 2023** was continued to the next meeting due to a lack of a quorum.

Vice-Chair Hanley made a motion to approve the minutes of **July 25<sup>th</sup>, 2023** as submitted.

Board Member Level seconded the motion.

VOTE: motion passed; 4-0-0-2

Ayes: Board Member Level, Board Member Deedler, Chair Langberg, Vice-Chair Hanley

Noes:

Abstain:

Absent: Board Member Bush, Board Member Balfe

Vice-Chair Hanley made a motion to approve the minutes of **February 27<sup>th</sup>, 2024** as submitted.

Board Member Deedler seconded the motion.

VOTE: motion passed; 3-0-1-2

Ayes: Board Member Deedler, Chair Langberg, Vice-Chair Hanley

Noes:

Abstain: Board Member Level,

Absent: Board Member Bush, Board Member Balfe

**4. COMMENTS FROM THE PUBLIC REGARDING ITEMS NOT ON THE AGENDA:**

**5. STATEMENTS OF CONFLICT OF INTEREST:** None.

**6. REGULAR AGENDA:**

**A. 900 Gravenstein Highway North – Analy Veterinary Hospital (Design Review)**

Chair Langberg made a motion to approve item as presented.

Board Member Deedler seconded the motion.

VOTE: motion passed; 4-0-0-2

Ayes: Board Member Level, Board Member Deedler, Chair Langberg, Vice-Chair Hanley

Noes: None

Abstain: None

Absent: Board Member Bush, Board Member Balfe

**B. Vote on Chair and Vice Chair**

Board Member Level, made a motion to appoint Lars Langberg for **Chair**.

Board Member Deedler seconded the motion.

VOTE: motion passed; 4-0-0-2

Ayes: Board Member Level, Board Member Deedler, Board Member Langberg, Board Member Hanley

Noes: None

Abstain: None

Absent: Board Member Bush, Board Member Balfe

Chair Langberg made a motion to appoint Melissa Hanley for **Vice-Chair**.

Board Member Deedler seconded the motion.

VOTE: motion passed; 4-0-0-2

Ayes: Board Member Level, Board Member Deedler, Chair Langberg, Board Member Hanley

Noes: None

Abstain: None

Absent: Board Member Bush, Board Member Balfe

**7. PLANNING DEPARTMENT REPORT was given by staff.**

**8. ADJOURNMENT:** Chair Langberg adjourned the meeting of the Sebastopol Design Review & Tree Board at 5:25 p.m. The next regular Design Review & Tree Board meeting will be held on April 23rd, 2024 at 03:30 p.m.