



## CITY OF SEBASTOPOL CITY COUNCIL

AGENDA ITEM REPORT FOR MEETING OF: September 16, 2025

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**To:** Honorable Mayor and City Councilmembers  
**From:** Victoria Henkel, Permit Technician  
**Subject:** Planning Commission Appointments

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**RECOMMENDATION:**

That the Council consider appointments to the Planning Commission based on the five interviews conducted earlier in the agenda.

**EXECUTIVE SUMMARY:**

The City received five applications for the two vacancies on the Planning Commission. All applicants meet the qualifications outlined in the Municipal Code. Earlier in the meeting, the Council interviewed each candidate. This item provides an opportunity for the Council to make appointments to fill the two open seats. If any seats remain unfilled, staff will re-advertise the vacancies.

**BACKGROUND:**

Earlier in the meeting, the Council conducted interviews with the five applicants for the two vacancies on the Planning Commission. The applicants—Breanna Christenson, Robin Rudderow, Kenna Lee, Joan Harper, and Alex Kanzler—all meet the qualifications required for the vacant positions.

PLANNING COMMISSION	RESIDENT? AND/OR BUSINESS IN TOWN?
Breanna Christenson	Lives inside City limits/Business owner within City limits
Robin Rudderow	Lives outside City limits but within the school district boundaries (Gravenstein Union)
Kenna Lee	Resident
Joan Harper	Resident
Alex Kanzler	Resident

**DISCUSSION:**

The Council may consider factors such as experience, knowledge of city planning and land use, community involvement, and demonstrated commitment to the City's goals when making appointments. Each applicant brings unique skills and perspectives that could contribute to the Planning Commission's work. Once appointments are made, the Commission will continue its duties of reviewing development proposals, advising on land use policy, and supporting the City's planning objectives. If the Council is unable to fill both vacancies during this session, staff will re-advertise the remaining openings to ensure full membership on the Commission.

The two openings are highlighted below:

The current Planning Commission Members are as follows (highlighted members are those we need to appoint):

PLANNING COMMISSION	TERM ENDING DATE	RESIDENT? AND/OR BUSINESS IN TOWN?
Paul Fritz, Chair	12/31/2028	Resident
Evert Fernandez, Vice-Chair	12/31/2027	Resident



Jennifer Koelemeijer	12/31/2028	Lives outside City Limits/Owns business within City limits
Seth Hanley (Resigned May 31, 2025)	12/31/2027	Resident
Kathy Oetinger (Resigned August 31, 2025)	12/31/2026	Lives outside City Limits but within the school district boundaries (Sebastopol Union)

**STAFF ANALYSIS:**

Staff recommends that Council consider appointment from the five applicants to the Planning Commission, dependent on the interview that occurred previously on the agenda and fill the vacancies.

**COMMUNITY OUTREACH:**

This item has been noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to scheduled meeting date.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with the recommended action tonight.

**RESTATED RECOMMENDATION:**

That the Council consider appointment to the Planning Commission based upon the five interviews conducted earlier in the agenda. The term ending dates for the current vacancies are December 31, 2026, and December 31, 2027. Council should determine appointment to the open position and term ending date.

**OPTIONS:**

If the Council chooses not to make an appointment or appointments from the interviews conducted earlier in the agenda, the Council can direct staff to reopen the application period for the unfilled opening(s) on the Planning Commission.

**APPROVALS:**

Department Head Approval:

Approval Date: 9-8-2025

CEQA Determination (Planning):

Approval Date 9/8/2025

The proposed action is not a project under the California Environmental Quality Act (CEQA)

Administrative Services (Financial)

Approval Date: 9-8-2025

Costs authorized in City Approved Budget: ☐ Yes ☐ No ☒ N/A

Account Code (if applicable) \_\_\_\_\_

City Attorney Approval:

Approval Date: N/A

City Manager Approval:

Approval Date: Sep 8 2025