



**City of Sebastopol**  
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## UNAPPROVED DRAFT ACTION MINUTES

PLANNING COMMISSION  
CITY OF SEBASTOPOL  
MINUTES OF OCTOBER 14, 2025

### **PLANNING COMMISSION:**

The notice of the meeting was posted on October 9, 2025.

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

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

**Present:** Chair Fritz,  
Commissioner Kanzler,  
Commissioner Harper  
**Absent:** Vice-Chair Fernandez  
Commissioner Koelemeijer  
**Staff:** Jane Riley, Contract Planning Director  
John Jay, Contract Associate Planner  
Tori Henkel, Permit Technician

**3. COMMENTS FROM THE PUBLIC REGARDING ITEMS NOT ON THE AGENDA:** None.

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

**5. APPROVAL OF MINUTES:** September 23, 2025

Chair Fritz continued to a later date, not enough Commissioners were able to vote on the approval of minutes.

### **6. PUBLIC HEARINGS:**

#### **A. Proposed Modifications to the Exemptions Section of the Existing Formula Business Ordinance to Better Define Similar Businesses**

Chair Fritz made a motion to approve the resolution as presented, with the change to the date from October 15, 2025, to October 14, 2025, and to change "BE IT FURTHER RESOLVED THAT the Planning Commission hereby recommends that the City Council

*consider* an ordinance to approve the proposed Zoning Code amendments with further changes as recommended by the Planning Commission..."

Further changes to EXHIBIT A include:

1. Item 1: Add these definitions to the type of business: "Similar business offers similar goods and services, and has a similar target clientele."
2. Item 3: strike "ownership" from the wording.

Further changes to the Resolution include:

1. Item b: "Incomformity" to "in conformity"

Commissioner Harper seconded the motion.

VOTE: 2-1-0-2

Ayes: Commissioner Harper, Chair Fritz

Noes: Commissioner Kantzler

Abstain: None

Absent: Commissioner Koelemeijer, Vice-Chair Fernandez

- B. Review and Recommendation to Council for Rotary Park Improvement Plan for Centennial Plaza Use Permit – THIS ITEM WILL BE CONTINUED TO A FUTURE MEETING DATE AND WILL BE PUBLICLY NOTICED AT THAT TIME**

## **7. REGULAR AGENDA:**

- A. Fall Planning Commission Meetings was discussed. The Commissioners decided to hold their next meeting as a special early walking tour starting at 5:00 pm at the Library. This tour will consider Zoning Code issues along High Street and Main Street.**
- B. Workshop on Upcoming Code Changes to Implementation of the Adopted Housing Element was discussed.**

## **8. SUBCOMMITTEE UPDATES:** None.

## **9. PLANNING DEPARTMENT REPORT was given by staff.**

## **10.ADJOURNMENT:** Chair Fritz adjourned the meeting of the Sebastopol Planning Commission at 7:27 p.m. The next regular Planning Commission meeting will be held on October 28, 2025, at 06:00 p.m.