



City of Sebastopol
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APPROVED DRAFT ACTION MINUTES

DESIGN REVIEW & TREE BOARD
CITY OF SEBASTOPOL
MINUTES OF APRIL 22, 2025

DESIGN REVIEW & TREE BOARD:

The notice of the meeting was posted on April 17, 2025.

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

2. ROLL CALL:

Present: Acting Chair Marshall Balfe
Board Member Lynn Deedler
Board Member Christian Macke
Absent: Chair Langberg, Vice-Chair Hanley, Board Member Level
Staff: Emi Theriault, Community Development Director
Tori Henkel, Planning Technician

3. APPROVAL OF MINUTES:

Board Member Deedler made a motion to approve the minutes of December 17, 2024, as submitted.

Board Member Macke seconded the motion.

VOTE: 3-0-0-3
Ayes: Board Member Macke, Deedler, Acting Chair Balfe
Noes: None
Abstain: None
Absent: Chair Langberg, Vice-Chair Hanley, Board Member Level

Board Member Deedler made a motion to approve the minutes of January 28, 2025, as submitted.

Board Member Macke seconded the motion.

VOTE: 3-0-0-3
Ayes: Board Member Macke, Deedler, Acting Chair Balfe

Noes: None

Abstain: None

Absent: Chair Langberg, Vice-Chair Hanley, Board Member Level

4. COMMENTS FROM THE PUBLIC REGARDING ITEMS NOT ON THE AGENDA: Cactus Pete made comments about the benefits of Cactus.

5. STATEMENTS OF CONFLICT OF INTEREST: Board Member Level recused herself from the meeting as she has a conflict with the Sign Permit on the agenda.

6. PUBLIC HEARINGS: None.

7. REGULAR AGENDA:

A. Big Brand Tires & Service Sign Permit (6809 Sebastopol Ave)

Board Member Macke made a motion to approve the sign permit as noted in the Staff Report.

Board Member Deedler seconded the motion.

VOTE: 3-0-0-3

Ayes: Board Member Macke, Deedler, Acting Chair Balfe

Noes: None

Abstain: None

Absent: Chair Langberg, Vice-Chair Hanley, Board Member Level

B. Sign and Tree Ordinance Updates Discussion and Ad Hoc Committee Direction was removed from the agenda.

7. PLANNING DEPARTMENT REPORT was given by staff.

8. ADJOURNMENT: Acting Chair Balfe adjourned the meeting of the Sebastopol Design Review & Tree Board at 4:01 p.m. The next regular Design Review & Tree Board meeting will be held on May 27th, 2025, at 03:30 p.m.