



City of Sebastopol
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UNAPPROVED DRAFT ACTION MINUTES

DESIGN REVIEW & TREE BOARD
CITY OF SEBASTOPOL
MINUTES OF AUGUST 19, 2025

DESIGN REVIEW & TREE BOARD:

The notice of the meeting was posted on August 14, 2025.

1. CALL TO ORDER: Chair Langberg called the meeting to order at 3:08 p.m.

2. ROLL CALL:

Present: Acting Chair/Vice-Chair Melissa Hanley
Board Member Christian Macke
Board Member Marshall Balfe
Absent: Chair Lars Langberg
Board Member Lynn Deedler
Board Member Christine Level
Staff: John Jay, Contract Associate Planner
Tori Henkel, Permit Technician

3. APPROVAL OF MINUTES: April 22, 2025, and May 27, 2025

Board Member Macke made a motion to approve the minutes of April 22, 2025, as submitted.

Board Member Balfe seconded the motion.

VOTE: 3-0-0-3

Ayes: Board Members Balfe, Macke, Acting Chair Hanley

Noes: None

Abstain: None

Absent: Chair Langberg, Board Members Deedler, Level

Board Member Macke made a motion to approve the minutes of May 27, 2025, as submitted.

Board Member Balfe seconded the motion.

VOTE: 3-0-0-3

Ayes: Board Members Balfe, Macke, Acting Chair Hanley

Noes: None

Abstain: None

Absent: Chair Langberg, Board Members Deedler, Level

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

5. STATEMENTS OF CONFLICT OF INTEREST: None

6. PUBLIC HEARINGS:

A. 7580 Washington Ave Design Review and Tree Removal

Board Member Macke made a motion to approve the tree removal permit with a contingency that a 24-inch box Coast Live Oak will be planted in its place.

Board Member Balfe seconded the motion.

VOTE: 3-0-0-3

Ayes: Board Members Balfe, Macke, Acting Chair Hanley

Noes: None

Abstain: None

Absent: Chair Langberg, Board Members Deedler, Level

Board Member Macke made a motion to approve the design review permit as stated.

Board Member Balfe seconded the motion.

VOTE: 3-0-0-3

Ayes: Board Members Balfe, Macke, Acting Chair Hanley

Noes: None

Abstain: None

Absent: Chair Langberg, Board Members Deedler, Level

7. REGULAR AGENDA: None

8. PLANNING DEPARTMENT REPORT was given by staff.

9. ADJOURNMENT: Acting Chair/Vice-Chair Hanley adjourned the meeting of the Sebastopol Design Review & Tree Board at 3:40 p.m. The next regular Design Review & Tree Board meeting will be held on August 26th, 2025, at 03:30 p.m.