



City of Sebastopol
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APPROVED ACTION MINUTES

PLANNING COMMISSION
CITY OF SEBASTOPOL
MINUTES OF SEPTEMBER 23, 2025

PLANNING COMMISSION:

The notice of the meeting was posted on September 18, 2025.

1. CALL TO ORDER: Chair Fritz called the meeting to order at 6:03 p.m.

2. ROLL CALL:

Present: Chair Fritz,
Vice-Chair Fernandez,
Commissioner Koelemeijer,
Commissioner Kanzler,

Absent: Commissioner Harper

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: May 27, 2025, and July 8, 2025

Vice-Chair Fernandez made a motion to approve the minutes of May 27, 2025, as submitted.

Commissioner Koelemeijer seconded the motion.

VOTE: 4-0-0-0

Ayes: Commissioner Koelemeijer, Kanzler, Vice-Chair Fernandez, Chair Fritz

Noes: None

Abstain: None

Absent: Commissioner Harper

Commissioner Koelemeijer made a motion to approve the minutes of July 8, 2025, as submitted.

Chair Fritz seconded the motion.

VOTE: 3-0-1-1

Ayes: Commissioner Koelemeijer, Kanzler, Chair Fritz

Noes: None

Abstain: Vice-Chair Fernandez

Absent: Commissioner Harper

6. PUBLIC HEARINGS:

A. 6828 Depot Street (Sebastopol Bloom Festival) Temporary Use Permit

Vice-Chair Fernandez made a motion to approve the temporary use permit with modifications to the conditions of approval. The modifications are as follows:

- Condition 2: Adding the times of the approval (10:00 am – 7:00 pm)
- Condition 8: Adding a sign in front of the Rialto parking lot during the event, clearly stating “Rialto Parking Only, No Festival Parking”
- The addition of Condition 26, which states the applicant shall allow for free bicycle parking within the event space. The applicant shall work with local bike groups to support biking to the event.

Commissioner Kanzler seconded the motion.

VOTE: 4-0-0-1

Ayes: Commissioner Koelemeijer, Kanzler, Vice-Chair Fernandez, Chair Fritz

Noes: None

Abstain: None

Absent: Commissioner Harper

7. REGULAR AGENDA: None.

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 7:30 p.m. The next regular Planning Commission meeting will be held on October 14th, 2025, at 06:00 p.m.