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UNAPPROVED DRAFT ACTION MINUTES

PLANNING COMMISSION
CITY OF SEBASTOPOL
MINUTES OF JANUARY 27, 2026

PLANNING COMMISSION:

The notice of the meeting was posted on January 22, 2026.

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,
Commissioner Harper

Absent: None

Staff: John Jay, Contract Associate Planner
Tori Henkel, Permit Technician
Zulema Higgins, Admin Technician

**Correction to last meeting – Chair and Vice-Chair votes need to be revoted.*

- 1. Chair Fritz to open meeting, request nominations for Chair, hold an official motion for nominations for Chair, hold a vote, allow public comment.*
- 2. Request nominations for Vice-Chair, hold an official motion for nominations for Vice-Chair, hold a vote, allow public comment, new Chair will immediately take the meeting over.*

A. Chair Vote

Commissioner Koelemeijer nominated Vice-Chair Fernandez as Chair. Vice-Chair Fernandez accepted the nomination.

Commissioner Koelemeijer made a motion to appoint Vice-Chair Fernandez as Chair.

Commissioner Harper seconded the motion.

VOTE: 5-0-0-0

Ayes: Commissioners Kanzler, Koelemeijer, Harper, Vice-Chair Fernandez, Chair Fritz

Noes: None

Abstain: None

Absent: None

Chair Fernandez took the meeting over as Chair.

B. Vice-Chair Vote

Commissioner Fritz nominated Commissioner Koelemeijer to be Vice-Chair. Commissioner Koelemeijer accepted the nomination.

Commissioner Fritz made a motion to appoint Commissioner Koelemeijer as Vice-Chair.

Commissioner Harper seconded the motion.

VOTE: 5-0-0-0

Ayes: Commissioners Kanzler, Koelemeijer, Harper, Vice-Chair Fernandez, Chair Fritz

Noes: None

Abstain: None

Absent: None

3. COMMENTS FROM THE PUBLIC REGARDING ITEMS NOT ON THE AGENDA: Kyle Falbo spoke about the Formula Business Ordinance being brought forward and wants to know the Commissioner's points of view on the matter and why it is being brought forth at this time.

4. STATEMENTS OF CONFLICT OF INTEREST: None.

5. APPROVAL OF MINUTES: January 13, 2026

Commissioner Fritz made a motion to approve the minutes of January 13, 2026, as submitted.

Commissioner Harper seconded the motion.

VOTE: 4-0-1-0

Ayes: Commissioners Kanzler, Harper, Vice-Chair Fernandez, Chair Fritz

Noes: None

Abstain: Vice-Chair Koelemeijer

Absent: None

6. PUBLIC HEARINGS:

A. Initial Parks Commission review of Rotary's Ives Park Improvements for Centennial Plaza – CONTINUED FROM OCTOBER 14, 2025, PLANNING COMMISSION MEETING. The public input portion of the hearing will be opened following a presentation by City staff and a Rotary representative. This item was discussed.

7. REGULAR AGENDA:

A. Project Updates from Staff was discussed.

8. SUBCOMMITTEE UPDATES

9. PLANNING DEPARTMENT REPORT was given by staff.

10.ADJOURNMENT: Chair Fernandez adjourned the meeting of the Sebastopol Planning Commission at 7:52 p.m. The next regular Planning Commission meeting will be held on February 10, 2026, at 06:00 p.m.