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UNAPPROVED DRAFT ACTION MINUTES

DESIGN REVIEW & TREE BOARD
CITY OF SEBASTOPOL
MINUTES OF OCTOBER 27, 2026

DESIGN REVIEW & TREE BOARD:

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

1. CALL TO ORDER: Chair Langberg called the meeting to order at 3:31 p.m.

2. ROLL CALL:

Present: Chair Lars Langberg,
Vice-Chair Melissa Hanley,
Board Member Lynn Deedler,
Board Member Christian Macke,
Board Member Blake McDowall,
Absent: Board Member Marshall Balfe
Staff: Eva Kelly, Contract Planning Director
Eli Arreola, Associate Planner
Tori Henkel, Permit Technician

3. COMMENTS FROM THE PUBLIC REGARDING ITEMS NOT ON THE AGENDA:

a. Vice-Chair Hanley commented on her meeting with Vice-Mayor Maurer and informed the DRB that the Council is not interested in merging the PC and DRB as one joint meeting body.

4. STATEMENTS OF CONFLICT OF INTEREST: None.

5. APPROVAL OF MINUTES: September 22, 2026

Vice-Chair Hanley made a motion to approve the minutes of September 22, 2026, as submitted.

Board Member Deedler seconded the motion.

VOTE: 4-0-1-1
Ayes: Board Members Deedler, Macke, Vice-Chair Hanley, Chair Langberg

Noes: None
Abstain: Board Member McDowall
Absent: Board Member Balfe

6. PUBLIC HEARINGS:

A. 562 Petaluma Ave (Tree Removal Permit) - A public hearing for an application from Paul Belanger. The applicant is requesting the removal of one (1) Douglas fir tree with a 41-inch dbh, located at 562 Petaluma Ave. The tree is at the front of the house, between the house and Petaluma Ave. The tree shows visible signs of regular pruning for the utility lines on the street side, and the canopy appears heavier on the house-facing side, with a slight lean toward the house. The tree has an unusually high crop of cones.

Board Member McDowall made a motion to approve the tree removal permit based on Section 8.12.060.D of the Tree Protection Ordinance, finding for approval #5: *The tree has matured to such an extent that it is determined to be out of scale with adjacent structures and utilities, or with other landscape features,* with the stipulation to require two (2) 15-gallon replacement trees, one of which must be on Petaluma Avenue.

Board Member Macke seconded the motion.

VOTE: 5-0-0-1
Ayes: Board Members McDowall, Deedler, Macke, Vice-Chair Hanley, Chair Langberg
Noes: None
Abstain: None
Absent: Board Member Balfe

7. REGULAR AGENDA:

A. The Approved 2026-2027 Work Plan was discussed.

B. Tree Protection Ordinance Discussion and Action

Board Member McDowall made a motion to approve the Tree Protection Ordinance updates as written, with the amendment of adding a public utility 14-day notification period to property owners within 600 feet.

Chair Langberg seconded the motion.

VOTE: 5-0-0-1
Ayes: Board Members McDowall, Deedler, Macke, Vice-Chair Hanley, Chair Langberg
Noes: None
Abstain: None
Absent: Board Member Balfe

8. SUBCOMMITTEE UPDATES

a. The Sign Ordinance Subcommittee gave an update.

9. PLANNING DEPARTMENT REPORT was given by staff.

10. ADJOURNMENT: Chair Langberg adjourned the meeting of the Sebastopol Design Review & Tree Board at 5:26 p.m. The next regular Design Review & Tree Board meeting will be held on November 24, 2026, at 3:30 p.m.