



**City of Sebastopol**  
*Incorporated 1902*  
Planning Department  
7120 Bodega Avenue  
Sebastopol, CA 95472  
707-823-6167  
707-823-1135 (Fax)  
[www.ci.sebastopol.ca.us](http://www.ci.sebastopol.ca.us)

**UNAPPROVED DRAFT ACTION MINUTES**

PLANNING COMMISSION  
CITY OF SEBASTOPOL  
MINUTES OF FEBRUARY 24, 2026

**PLANNING COMMISSION:**

The notice of the meeting was posted on February 19, 2026.

**1. CALL TO ORDER:** Chair Fernandez called the meeting to order at 6:02 p.m.

**2. ROLL CALL:**

**Present:** Chair Fernandez,  
Vice-Chair Koelemeijer,  
Commissioner Fritz,  
Commissioner Harper

**Absent:** Commissioner Kanzler  
**Staff:** John Jay, Contract Associate Planner  
Tori Henkel, Permit Technician  
Zulema Higgins, Admin Technician

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

**4. STATEMENTS OF CONFLICT OF INTEREST:**

- a. Commissioner Fritz recused himself from agenda item 6A - 6770 McKinley St. (Head West Marketplace) – Conditional Use Permit.

**5. APPROVAL OF MINUTES:** February 10, 2026

Commissioner Fritz made a motion to approve the minutes of February 10, 2026, with the proposed change of striking out the use of the names of the alternatives in the motion for agenda item 6A.

Commissioner Harper seconded the motion.

VOTE: 4-0-0-1

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

Noes: None

Abstain: None  
Absent: Commissioner Kanzler

**6. PUBLIC HEARINGS:**

**A. 6770 McKinley St. (Head West Marketplace) – Conditional Use Permit**

Chair Fernandez made a motion to approve the Conditional Use Permit for the Head West Marketplace as it was conditioned in the staff report, as well as adding a condition to allow the approval of an Alcohol Use Permit, if the applicant chooses to utilize it. A condition was also added for future Conditional Use Permit applications from the Barlow to hold the Head West Marketplace shall be administratively reviewed for approval, so long as the application is within substantial conformance with the application materials brought forth to the Planning Commission at their February 24, 2026, meeting. Additionally, this condition includes the approval of an Alcohol Use Permit for the dates of future Head West Marketplace events. Should City staff receive complaints from members of the public or adjoining business owners related to parking, noise, alcohol, or similar issues, City staff reserves the authority to return any future permits to the Planning Commission for review and action.

Commissioner Harper seconded the motion.

VOTE: 3-0-1-1

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

Noes: None

Abstain: Commissioner Fritz

Absent: Commissioner Kanzler

**B. 8050 Bodega Ave – Alcohol Use Permit**

Commissioner Fritz made a motion to approve the Alcohol Use Permit with the addition of a condition to allow outdoor music so long as it is compliant with the Sebastopol Noise Ordinance.

Vice-Chair Koelemeijer seconded the motion.

VOTE: 4-0-0-1

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

Noes: None

Abstain: None

Absent: Commissioner Kanzler

**7. SUBCOMMITTEE UPDATES:** None.

**8. PLANNING DEPARTMENT REPORT was given by staff.**

**9. ADJOURNMENT:** Chair Fernandez adjourned the meeting of the Sebastopol Planning Commission at 6:50 p.m. The next regular Planning Commission meeting will be held on March 10, 2026, at 6:00 p.m.