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UNAPPROVED DRAFT ACTION MINUTES

DESIGN REVIEW & TREE BOARD
CITY OF SEBASTOPOL
MINUTES OF APRIL 28, 2026

DESIGN REVIEW & TREE BOARD:

The notice of the meeting was posted on Thursday, April 23, 2026.

1. CALL TO ORDER: Chair Langberg called the meeting to order at 3:37 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,
Board Member Marshall Balfe

Absent: None

Staff: Jane Riley, Interim Planning Director
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: March 24, 2026

Vice-Chair Hanley made a motion to approve the minutes of March 24, 2026, as submitted.

Board Member Macke seconded the motion.

VOTE: 5-0-1-0

Ayes: Board Members Macke, Deedler, McDowall, Vice-Chair Hanley, Chair Langberg

Noes: None

Abstain: Board Member Balfe

Absent: None

6. REGULAR AGENDA:

A. Dark Skies Sebastopol Presentation and Discussion was discussed.

B. Discussion and Approval of Final DRB 2026-2027 Work Plan

Board Member Macke made a motion to adopt the Work Plan as outlined, with the changes made, which included the following:

- a. Moving the *Design Guideline Updates* up as priority item number four (4).
- b. Adding language to priority item number six (6) to distinguish that adding a second monthly meeting would only be to discuss and tackle work plan and long-term items.

Board member McDowall seconded the motion.

VOTE: 5-0-1-0

Ayes: Board Members Macke, Deedler, McDowall, Vice-Chair Hanley, Chair Langberg

Noes: None

Abstain: Board Member Balfe

Absent: None

C. Appointment to Sign Subcommittee (*moved from Mar 24th*)

Board Member Deedler made a motion to appoint Board Member McDowall to the Sign Ordinance Subcommittee.

Vice-Chair Hanley seconded the motion.

VOTE: 5-0-1-0

Ayes: Board Members Macke, Deedler, McDowall, Vice-Chair Hanley, Chair Langberg

Noes: None

Abstain: Board Member Balfe

Absent: None

7. SUBCOMMITTEE UPDATES

- a. A Tree Ordinance Subcommittee update was given by Board Member Macke.

8. PLANNING DEPARTMENT REPORT was given by staff.

9. ADJOURNMENT: Chair Langberg adjourned the meeting of the Sebastopol Design Review & Tree Board at 5:19 p.m. The next regular Design Review & Tree Board meeting will be held on May 26, 2026, at 3:30 p.m.