



City of Sebastopol
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APPROVED ACTION MINUTES

PLANNING COMMISSION
CITY OF SEBASTOPOL
MINUTES OF MAY 12, 2026

PLANNING COMMISSION:

The notice of the meeting was posted on May 7, 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 Kanzler,
Commissioner Harper

Absent: None

Staff: Jane Riley, Contract Planning Director
Tori Henkel, Permit Technician

3. STATEMENTS OF CONFLICT OF INTEREST: None.

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

5. APPROVAL OF MINUTES: April 28, 2026

Commissioner Fritz made a motion to approve the minutes of April 28, 2026, as submitted.

Commissioner Harper seconded the motion.

VOTE: 4-0-1-0

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

Noes: None

Abstain: Commissioner Kanzler

Absent: None

6. PUBLIC HEARINGS:

- A. 6957 Sebastopol Ave Alcohol Use Permit** - A public hearing for an application from Kevin Farnham for an Alcohol Conditional Use Permit at 6957 Sebastopol Ave. The application is requesting a Type 41 on and off-site sale of beer and wine alcohol license to complement a new listening venue, "Kindred," a restaurant and listening bar with vinyl record retail. Food service is proposed to operate all hours the establishment is open. The proposed hours of operation are Tuesday, Wednesday, Thursday, and Sunday, 8:00 AM to 10:00 PM; and Friday and Saturday, 8:00 AM to 12:00 AM.

Chair Fernandez made a motion to approve the Type 41 on and off-site alcohol use permit for Kindred at 6957 Sebastopol Ave.

Vice-Chair Koelemeijer seconded the motion.

VOTE: 5-0-0-0

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

Noes: None

Abstain: None

Absent: None

7. REGULAR AGENDA:

A. Adoption of 2026-2027 Work Plan

Commissioner Fritz made a motion to approve the Work Plan with the adjustments to the priorities as follows:

1. Centennial Project for the Plaza
2. Sustainable Transportation Grant
3. Housing Element Implementation (Focused on the ABAG PDA Grant)
 - a. Adding Tenant Rights Issues
4. Municipal Code "Clean-up" / Modifications
5. Ives Park Master Plan
6. Vacation Rental Ordinance Update
7. Housing Element Implementation – Other Housing Element Implementation items

Commissioner Harper seconded the motion.

VOTE: 5-0-0-0

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

Noes: None

Abstain: None

Absent: None

B. Planning Commission Protocol Handbook Discussion

- a. Time and Place of PC Meetings**
- b. Process and Conducting of PC Meetings**
- c. Quorum and Attendance at PC Meetings**
- d. Consideration of ILG's Digital Planning Commission's Handbook**

Commissioner Fritz made a motion to adopt the Time and Place of Meetings Protocol as submitted.

Commissioner Harper seconded the motion.

VOTE: 5-0-0-0

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

Noes: None

Abstain: None

Absent: None

Commissioner Harper made a motion to adopt the Process/Conducting of Meetings Protocol with the following changes:

1. Striking the following: "Due to the length of recent Planning Commission Meetings..."
2. Update and add the following sentence at the end of the Public Comment for Items

Not on the Agenda:

- a. "After public comments, the Planning Commission Chair may clarify a statement and/or ask staff or an applicant to clarify any statements or ask that the member(s) of the public contact City staff directly outside of the meeting for a response, but will not discuss the item. Should the Commission wish to discuss an item, they will provide direction to staff to include the discussion as a future agenda item."

Vice-Chair Koelemeijer seconded the motion.

VOTE: 5-0-0-0

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

Noes: None

Abstain: None

Absent: None

8. SUBCOMMITTEE UPDATES

9. PLANNING DEPARTMENT REPORT was given by staff.

10.ADJOURNMENT: Chair Fernandez adjourned the meeting of the Sebastopol Planning Commission at 7:25 p.m. The next regular Planning Commission meeting will be held on May 26, 2026, at 6:00 p.m.