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UNAPPROVED DRAFT ACTION MINUTES

DESIGN REVIEW & TREE BOARD
CITY OF SEBASTOPOL
MINUTES OF MAY 26, 2026

DESIGN REVIEW & TREE BOARD:

The notice of the meeting was posted on May 20, 2026.

1. CALL TO ORDER: Chair Langberg called the meeting to order at 3:41 p.m.

2. ROLL CALL:

Present: Chair Lars Langberg,
Vice-Chair Melissa Hanley,
Board Member Lynn Deedler,
Board Member Christian Macke,
Absent: Board Members Blake McDowall, Marshall Balfe
Staff: John Jay, Contract Associate Planner
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: April 28, 2026

Board Member Macke made a motion to approve the minutes of April 28, 2026, as submitted.

Board Member Hanley seconded the motion.

VOTE: 4-0-0-2

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

Noes: None

Abstain: None

Absent: Board Members McDowall, Balfe

6. REGULAR AGENDA:

A. Discussion and Action: Tree Protection Ordinance Draft Updates

Chair Langberg made a motion to direct the subcommittee to address the comments and revise the draft ordinance, then bring it back to the next Board meeting for review.

Board Member Deedler seconded the motion.

VOTE: 4-0-0-2

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

Noes: None

Abstain: None

Absent: Board Members McDowall, Balfe

B. Discussion: Second Meeting a Month to Work on Work Plan Items was discussed, and notes included the following:

- a. 90-minute meetings in City Hall Conference Room
- b. 1st Tuesday of the month at 3:30 pm – 5:00 pm
- c. One staff member needed for Zoom processes
- d. Chair and Vice-Chair will provide staff with the agenda, or have a standard agenda item
- e. Limited time (12-months), then reconsider
- f. Estimated staff time would be 2.5 hours a month, plus any time needed for staff report research and writing

C. Subcommittee Creation and Appointment to Dark Skies Subcommittee was discussed, and decided that the Board does not wish to form a subcommittee at this time.

7. SUBCOMMITTEE UPDATES

8. PLANNING DEPARTMENT REPORT was given by staff.

9. ADJOURNMENT: Chair Langberg adjourned the meeting of the Sebastopol Design Review & Tree Board at 5:12 p.m. The next regular Design Review & Tree Board meeting will be held on June 23, 2026, at 3:30 p.m.