



City of Sebastopol
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UNAPPROVED DRAFT ACTION MINUTES

DESIGN REVIEW & TREE BOARD
CITY OF SEBASTOPOL
MINUTES OF JUNE 23, 2026

DESIGN REVIEW & TREE BOARD:

The notice of the meeting was posted on June 18, 2026.

1. CALL TO ORDER: Acting Chair Macke called the meeting to order at 3:32 p.m.

2. ROLL CALL:

Present: Board Member Lynn Deedler,
Board Member Christian Macke,
Board Member Blake McDowall,
Board Member Marshall Balfe
Absent: Chair Lars Langberg,
Vice-Chair Melissa Hanley
Staff: John Jay, Associate Planner (Contract)
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: May 26, 2026

Board Member McDowall made a motion to approve the minutes of May 26, 2026, as submitted.

Board Member Balfe seconded the motion.

VOTE: 4-0-0-2

Ayes: Board Members Balfe, Deedler, McDowall, Macke

Noes: None

Abstain: None

Absent: Vice-Chair Hanley, Chair Langberg

6. PUBLIC HEARINGS:

- A. 280 S Main Street Sign Permit** - A public hearing for an application from Elliott Hogan on behalf of Bonnie Bagels & Co. The application is for a Sign Permit to allow multiple existing signs at 280 S Main Street and includes a request for a sign exception to exceed the maximum allowable sign area.

Board Member Macke made a motion to exempt the mural of the child eating a bagel and directed the applicant to come back with different designs for the Board to review, as the currently proposed sign is too large, and the Board will not approve it. The Board suggested the following:

1. That the applicant aims for 80 – 90 total square feet
2. The Board also encouraged creativity and stated that if the applicant was excited about a sign that needed to be bigger than 90 sq ft, it should incorporate design concepts, not just words
3. Recommended removing the freestanding pole sign, or incorporating more landscape around it
4. Recommended using 2700 kelvin light bulbs in the proposed external lights
5. Additionally, the Board gave a timeframe for the applicant to get new designs to Planning staff by July 16, 2026, to prepare for review at the next Design review meeting on July 28, 2026

Board Member McDowall seconded the motion.

VOTE: 4-0-0-2

Ayes: Board Members Balfe, Deedler, McDowall, Macke

Noes: None

Abstain: None

Absent: Vice-Chair Hanley, Chair Langberg

7. REGULAR AGENDA:

- A. Sign Ordinance Subcommittee Study Session – Will Review Proposed Draft Ordinance Updates** was discussed.

8. SUBCOMMITTEE UPDATES

- a. The Tree Protection Ordinance subcommittee gave an update.

9. PLANNING DEPARTMENT REPORT was given by staff.

- 10.ADJOURNMENT:** Acting Chair Macke adjourned the meeting of the Sebastopol Design Review & Tree Board at 5:16 p.m. The next regular Design Review & Tree Board meeting will be held on July 28, 2026, at 3:30 p.m.