



**City of Sebastopol**  
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## UNAPPROVED DRAFT ACTION MINUTES

PLANNING COMMISSION  
CITY OF SEBASTOPOL  
MINUTES OF FEBRUARY 13, 2024

### **PLANNING COMMISSION:**

The notice of the meeting was posted on February 8<sup>th</sup>, 2024.

**1. CALL TO ORDER:** Chair Fernandez called the meeting to order at 6:00 p.m.

### **2. ROLL CALL:**

**Present:** Chair Fernandez,  
Vice-Chair Fritz,  
Committee Member Oetinger,  
Committee Member Burnes (online participant),  
**Absent:** Committee Member Hanley,  
**Staff:** Kari Svanstrom, Planning Director; Nzuzi Mahungu, Planning Technician

### **3. APPROVAL OF MINUTES:**

Vice-Chair Fritz made a motion to approve the minutes of January 23<sup>rd</sup>, 2024, as submitted.

Committee Member Oetinger seconded the motion.

VOTE: 4-0-1

Ayes: Chair Fernandez, Vice-Chair Fritz, Member Oetinger, Member Burnes

Noes:

Abstain:

Absent: Member Hanley

### **4. COMMENTS FROM THE PUBLIC REGARDING ITEMS NOT ON THE AGENDA:**

**5. STATEMENTS OF CONFLICT OF INTEREST:** Vice Chair Fritz noted a conflict due to proximity for Item 6.a, 494 High Street Use Permit

**6. PUBLIC HEARINGS:**

**A. 494 HIGH STREET – TED LUTHIN USE PERMIT**

This item was continued to the February 27<sup>th</sup>, 2024, Planning Commission meeting as there was not a quorum present for this item.

**B. 7950 Bodega Avenue – Huntley Square Time Extension**

Vice-Chair Fritz made a motion to approve with amendment to the Conditions of Approval, condition #10.

Member Oetinger seconded the motion.

VOTE: 4-0-1  
Ayes: Chair Fernandez, Vice-Chair Fritz, Member Oetinger, Member Burnes  
Noes: None  
Abstain: None  
Absent: Member Hanley

**7. REGULAR AGENDA ITEMS:**

**A. VEHICLE MILES TRAVELED THRESHOLDS was discussed.**

Member Burnes left the meeting at 07:55 p.m. due to illness.

Member Oetinger made a motion to recommend the VMT threshold project to City Council with noted corrections, and for staff to craft a resolution for formal adoption with the recommendation based on the Commissions deliberations at the February 27, 2024, meeting.

Vice-Chair Fritz seconded the motion.

VOTE: 3-0-2  
Ayes: Chair Fernandez, Vice-Chair Fritz, Member Oetinger  
Noes: None  
Abstain: None  
Absent: Member Hanley, Member Burnes

**7. SUBCOMMITTEE UPDATES**

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

**9. ADJOURNMENT:** Chair Fernandez adjourned the meeting of the Sebastopol Planning Commission at 08:15 p.m. The next regular Planning Commission meeting will be held on February 27<sup>th</sup>, 2024, at 06:00 p.m.