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UNAPPROVED DRAFT ACTION MINUTES

DESIGN REVIEW & TREE BOARD
CITY OF SEBASTOPOL
MINUTES OF AUGUST 27, 2024

DESIGN REVIEW & TREE BOARD:

The notice of the meeting was posted on August 22, 2024

1. CALL TO ORDER: Vice-Chair Hanley called the meeting to order at 6:00 p.m.

2. ROLL CALL:

Present:

Vice-Chair Hanley,
Board Member Lynn Deedler
Board Member Cary Bush
Board Member Christine Level
Board Member Marshall Balfe

Absent: Chair Langberg

Staff: John Jay, Associate Planner
Nzuzi Mahungu, Planning Technician

3. APPROVAL OF MINUTES:

Board Member Lynn Deedler made a motion to approve the minutes of **September 5th, 2023**, as submitted.

Board Member Christine Level seconded the motion.

VOTE: motion passed; 3-0-2-1

Ayes: Vice-Chair Hanley, Board Member Lynn Deedler, Board Member Christine Level

Noes:

Abstain: Board Member Cary Bush, Board Member Marshall Balfe

Absent: Chair Langberg

Board Member Christine Level made a motion to approve the minutes of **October 24th, 2023**, as submitted.

Board Member Lynn Deedler seconded the motion.

VOTE: motion passed; 4-0-1-1

Ayes: Board Member Lynn Deedler, Board Member Christine Level, Board Member Marshall Balfe, Vice-Chair Hanley

Noes:

Abstain: Board Member Cary Bush

Absent: Chair Langberg

Board Member Cary Bush made a motion to approve the minutes of **June 25th, 2024**, as submitted.

Board Member Lynn Deedler seconded the motion.

VOTE: motion passed; 3-0-2-1

Ayes: Board Member Marshall Balfe, Board Member Lynn Deedler, Board Member Cary Bush

Noes:

Abstain: Board Member Christine Level, Vice-Chair Hanley

Absent: Chair Langberg

The minutes of **July 23rd, 2024** have been continued to the next scheduled meeting.

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

5. STATEMENTS OF CONFLICT OF INTEREST:

Board Member Marshall Balfe recused themselves from items 6A and 6B due to proximity.

Vice-Chair Hanley recused themselves from items 6A and 6B due to proximity.

Board Member Cary Bush recused themselves from items 6C due to proximity

6. REGULAR AGENDA:

A. 7355 Healdsburg Avenue – Campanella (Design Review)

Board Member Christine Level made a motion to approve the item as submitted and grant the exception without any changes.

Board Member Lynn Deedler seconded the motion.

VOTE: motion passed; 3-0-2-1

Ayes: Board Member Lynn Deedler, Board Member Christine Level, Board Member Cary Bush

Noes: None

Abstain: Vice-Chair Hanley, Board Member Marshall Balfe

Absent: Chair Langberg

- B. **7175 Healdsburg Avenue - Bank of America (Design Review)** Board Member
Board Member Christine Level made a motion to approve the item based on the fact
that that there is a long-standing pre-existing internal illumination at the site with
these signs.

Board Member Lynn Deedler seconded the motion and stated that the wisdom of Board
Member Level should be accepted and new protocol should not be made based on the
history [of the sign].

VOTE: motion passed; 3-0-2-1
Ayes: Board Member Lynn Deedler, Board Member Christine Level, Board Member
Cary Bush
Noes: None
Abstain: Vice-Chair Hanley, Board Member Marshall Balfe
Absent: Chair Langberg

A. 230 Petaluma Avenue - Hopmonk (Design Review)

Board Member Lynn Deedler made a motion to be approved as submitted.

Board Member Marshall Balfe seconded the motion.

VOTE: motion passed; 3-0-2-1
Ayes: Vice-Chair Hanley, Board Member Lynn Deedler, Board Member Marshall Balfe
Noes: None.
Abstain: Board Member Christine Level, Board Member Cary Bush
Absent: Chair Langberg

7. PLANNING DEPARTMENT REPORT was given by staff.

- 8. ADJOURNMENT:** Vice-Chair Hanley adjourned the meeting of the Sebastopol Design
Review & Tree Board. The next regular Design Review & Tree Board meeting will be
held on September 24, 2024, at 03:30 p.m.