



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

PLANNING COMMISSION  
 CITY OF SEBASTOPOL  
 MINUTES OF OCTOBER 22, 2024

**PLANNING COMMISSION:**

The notice of the meeting was posted on October 17, 2024.

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

**2. ROLL CALL:**

- Present:** Chair Fritz,  
 Vice-Chair Hanley,  
 Commissioner Oetinger  
 Commissioner Burnes
- Absent:** Commissioner Fernandez
- Staff:** Jane Riley, Interim Community Planning Director  
 John Jay, Associate Planner  
 Nzuzi Mahungu, Planning Technician

**3. APPROVAL OF MINUTES:**

Commissioner Oetinger made a motion to approve the minutes of **October 8<sup>th</sup>, 2024**, as submitted.

Vice-Chair Hanley seconded the motion.

- VOTE:** motion passed, 4-0-0-1  
**Ayes:** Vice-Chair Hanley, Commissioner Oetinger, Commissioner Burnes, Chair Fritz  
**Noes:**  
**Abstain:**  
**Absent:** Commissioner Fernandez

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

**5. STATEMENTS OF CONFLICT OF INTEREST:**

**6. PUBLIC HEARINGS:**

**7. REGULAR AGENDA**

**A. Active Transportation Plan Milestone Update #3 was discussed.**

**B. Sustainable Transportation Grant was discussed.**

**C. Design Review Board and Planning Commission Combination was discussed.**

Vice-Chair Hanley made a motion to approve the three points made in the Design Review Board and Planning Commission combination report.

- *Planning Commission/DRB membership be expanded to seven (7) members, with membership to include at least one architect, one landscape architect, and one allied construction industry member.*

- *Continue to have in-person with Zoom and live-streaming option meetings.*

- *Continue to have two meetings a month and current schedule*

Commissioner Oetinger seconded the motion.

VOTE: motion dies; 2-1-1-1

Ayes: Commissioner Oetinger, Vice-Chair Hanley

Noes: Chair Fritz

Abstain: Commissioner Burnes

Absent: Commissioner Fernandez

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

**8. ADJOURNMENT:** Chair Fritz adjourned the meeting of the Sebastopol Planning Commission at 8:32 p.m. The next regular Planning Commission meeting will be held on November 12th, 2024, at 06:00 p.m.