



**City of Sebastopol**  
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**APPROVED ACTION MINUTES**

PLANNING COMMISSION  
CITY OF SEBASTOPOL  
MINUTES OF APRIL 16, 2024

**PLANNING COMMISSION:**

The notice of the meeting was posted on April 11<sup>th</sup>, 2024.

**1. CALL TO ORDER:** Chair Fritz called the meeting to order at 3:30 p.m.

**2. ROLL CALL:**

**Present:** Chair Fritz,  
Vice-Chair Hanley,  
Commissioner Oetinger  
Commissioner Burnes  
Commissioner Fernandez

**Absent:** NONE

**Staff:** Kari Svanstrom, Planning Director  
John Jay, Associate Planner  
Nzuzi Mahungu, Planning Technician

**3. APPROVAL OF MINUTES:**

Commissioner Oetinger made a motion to approve the minutes of **August 22, 2023**, as submitted.

Commissioner Fernandez seconded the motion.

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

Ayes: Chair Fritz, Commissioner Oetinger, Commissioner Fernandez

Noes:

Abstain: Commissioner Burnes, Vice-Chair Hanley

Absent:

Commissioner Oetinger made a motion to approve the minutes of **March 12th, 2024**, as submitted.

Commissioner Fernandez seconded the motion.

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

Ayes: Vice-Chair Hanley, Chair Fritz, Commissioner Oetinger, Commissioner Fernandez

Noes:

Abstain: Commissioner Burnes

Absent:

Commissioner Oetinger made a motion to approve the minutes of **March 26th, 2024** as submitted.

Commissioner Fernandez seconded the motion.

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

Ayes: Vice-Chair Hanley, Chair Fritz, Commissioner Oetinger, Commissioner Fernandez

Noes:

Abstain: Commissioner Burnes

Absent:

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

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

**Chair Fritz recused for Agenda Item 6A**

**Vice-Chair Hanley recused for Agenda Items 6B and 6C**

#### **6. REGULAR AGENDA:**

##### **A. 6700 Mckinley Street – The Trade at The Barlow (Temporary Use Permit)**

Commissioner Oetinger made a motion to approve based on analysis and findings set forth in the Staff Report.

Commissioner Burnes seconded the motion.

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

Ayes: Vice-Chair Hanley, Commissioner Oetinger, Commissioner Fernandez, Commissioner Burnes

Noes:

Abstain: Chair Fritz

Absent:

##### **B. 7300 Mary's Lane – Donovan Brockway, Owner (Use Permit)**

Commissioner Fernandez made a motion to approve as amended - striking conditions, Items 1A, 1B, and 1C.

Commissioner Oetinger seconded the motion.

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

Ayes: Chair Fritz, Commissioner Oetinger, Commissioner Burnes, Commissioner Fernandez

Noes:

Abstain: Vice-Chair Hanley  
Absent:

**C. 7365 Healdsburg Avenue – Derek Belanger (Alcohol Use Permit)**

Commissioner Fernandez made a motion to approve as per the modifications and clarifications that were made.  
Commissioner Burnes seconded the motion.

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

Ayes: Chair Fritz, Commissioner Oetinger, Commissioner Burnes, Commissioner Fernandez

Noes:

Abstain: Vice-Chair Hanley

Absent:

**D. 6828 Depot Street - Hotel Sebastopol (Development Agreement)**

Commissioner Oetinger made a motion to direct staff to move forward.  
Vice-Chair Hanley seconded the motion.

VOTE: motion passed; 5-0

Ayes: Chair Fritz, Vice-Chair Hanley, Commissioner Oetinger, Commissioner Fernandez,  
Commissioner Burnes

Noes:

Abstain:

Absent:

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

**8. ADJOURNMENT:** Chair Fritz adjourned the meeting of the Sebastopol Planning Commission at 5:38 p.m. The next regular Planning Commission meeting will be held on May 14th, 2024, at 06:00 p.m.

**Respectfully submitted:**

**X** 

David Woltering  
Interim Planning Director