# CITY OF SEBASTOPOL CITY COUNCIL AGENDA ITEM REPORT FOR MEETING OF: January 21, 2025

 To:
 Honorable Mayor and City Councilmembers

 From:
 John Jay, Associate Planner

 Subject:
 Planning Commission Appointments

**RECOMMENDATIONS:** 

That the Council consider appointment to the Planning Commission based upon the two interviews conducted earlier in the agenda.

# **EXECUTIVE SUMMARY:**

The Council has interviewed the two applicants for the two vacancies on the Planning Commission. The two applicants; Paul Fritz and Jennifer E Koelemeijer fit the vacant positions that are currently open.

## BACKGROUND AND DISCUSSION:

Municipal Code Chapter 2.24, Planning Commission states for Members and Terms as follows:

- A. The Commission shall consist of seven members or such other numbers as the City Council shall, from time to time, determine by resolution, but in no event less than five members. An alternate may also be appointed who may serve as a member in the absence of a regular member, or if there is a vacant member position.
- B. The members of the Commission and the alternate shall be from among residents of the City of Sebastopol or shall be the owner of a business within the City of Sebastopol, and up to one person who is not in one of the above categories, but who is a resident of the 95472-zip code area, may also be appointed. Members and the alternate shall be appointed by a majority of the members of the City Council.
- C. Members shall serve at the pleasure of the City Council, and may be terminated without cause, by a majority of the City Council.
- D. Members shall not serve for more than four years unless reappointed by the City Council
- E. In the event new Commissioners are appointed by reason of any increase in the number of the Commission, they shall serve for such period of time as to provide for as close to equal a number of commissioners being selected each year as possible.
- F. Final determination of the length of the term of new members shall be determined by the City Council.
- G. All terms of office shall commence on January 1st of the year of appointment.

PLANNING COMMISSION TERM ENDING DATE **RESIDENT? AND/OR BUSINESS IN TOWN?** Paul Fritz, Chair 12/31/2024 Resident Vice Chair, Seth Hanley 12/31/2027 Resident Deborah Burnes 12/31/2024 Lives outside City Limits/Owns business within **City limits** 12/31/2026 Lives outside City Limits but within the school district Kathy Oetinger boundaries (Sebastopol Union) **Evert Fernandez** 12/31/2027 Resident

The current Planning Commission Members are as follows:

The City Council received applications from the following individuals for the two openings on the Planning Commission.

PLANNING COMMISSION	RESIDENT? AND/OR BUSINESS IN TOWN?
Paul Fritz	Resident
Jennifer E Koelemeijer	Lives outside City limits but owns a business within City limits

## STAFF ANALYSIS:

Staff recommends that Council consider appointment of the two applicants to the Planning Commission dependent on the interview that occurred previously on the agenda and fill the vacancies.

# COMMUNITY OUTREACH:

This item has been noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

### FISCAL IMPACT:

There is no direct fiscal impact associated with the recommended action tonight.

### **RESTATED RECOMMENDATION:**

That the Council consider appointment to the Planning Commission based upon the two interviews conducted earlier in the agenda. The opening terms will last until December 31, 2028.

### **OPTIONS:**

If the Council chooses not to make an appointment or appointments from the interviews conducted earlier in the agenda, the Council can direct staff to reopen the application period for the two openings on the Planning Commission.

## APPROVALS:

Department Head Approval:	Approval Date: <u>1/2/2025</u>
CEQA Determination (Planning):	Approval Date: <u>1/2/2025</u>
The proposed action is not a project und	der the California Environmental Quality Act (CEQA)
Administrative Services (Financial)	Approval Date: <u>1/2/2025</u>
Costs authorized in City Approved Budget:	′es □ No ☑ N/A
Account Code (f applicable)	
City Attorney Approval:	Approval Date: <u>1/6/2025</u>
City Manager Approval:	Approval Date: <u>1/7/2025</u>