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PLANNING COMMISSION  
**MEETING OF: December 13, 2016**  
SEBASTOPOL YOUTH ANNEX  
425 MORRIS STREET

**APPROVED MINUTES**

PLANNING COMMISSION  
CITY OF SEBASTOPOL  
MINUTES OF December 13, 2016

SEBASTOPOL YOUTH ANNEX  
425 MORRIS STREET

**PLANNING COMMISSION:**

The notice of the meeting was posted on December 08, 2016.

**ANNOUNCEMENT:** Please turn off all cell phones and pagers during the meeting.

**1. CALL TO ORDER:** Chair Kelley called the meeting to order at 7:03 p.m.

**2. ROLL CALL:**

**Present:** Chair Kelley, Vice Chair Fritz, and Commissioners  
Fernandez, Doyle, Douch and Jacob  
**Absent:** Commissioner Pinto (excused)  
**Staff:** Kenyon Webster, Planning Director

**3. APPROVAL OF PLANNING COMMISSION MINUTES:** October 25, 2016.

Commissioner Jacob made a motion to approve the minutes as submitted.

Vice Chair Fritz seconded the motion.

AYES: Chair Kelley, Vice Chair Fritz, and Commissioners Fernandez, Jacob,  
Doyle and Douch  
NOES: None  
ABSTAIN: None

**4. COMMENTS FROM THE PUBLIC ON ITEMS NOT ON AGENDA** - This is for items *not* on the agenda, but that are related to the responsibilities of the Planning Commission or City Council. The Commission and Council receive any such comments, but under law, may not act on them. If there are a large number of persons wishing to speak under this item, speaking time may be reduced to less than 3 minutes, or if there is more than 15 minutes of testimony, the item may be moved to the end of the meeting to allow agendized business to be conducted.

Michael Carnacchi commented:

- Here to enjoy process and be educated on what the Commission is working on.

**5. STATEMENTS OF CONFLICTS OF INTEREST:** There were none.

**6. PLANNING DIRECTOR'S REPORT (Update on Future Agendas, Action of Other Boards and City Council)**

Director Webster provided the following update:

- The Hotel Sebastopol project went to the Design Review Board last week and was approved. Items approved include site plan, architecture, colors and materials. Various other components such as lighting and signage will have to return to the Board for further review in the future. In addition, their public art proposal will need review by both the Public Arts Committee and Design Review Board in the future. The Council agenda of January 17 will include review of their requested Text Amendments as well. He noted that the project's approval is contingent upon those Text Amendments being enacted.
- Commissioner Russ Pinto has notified the City that he will not reapply to be on the Commission.
- At the last City Council meeting;
  - Una Glass was appointed Mayor and Patrick Slayter was appointed Vice Mayor.
  - Newly elected members, Michael Carnacchi and Neysa Hinton were seated.
- The City's annual holiday lunch will take place this Thursday, December 15 at 11:45 a.m. at Wischemann Hall. The Commission is invited.
- At the City Council meeting on December 20;
  - The Council is expected to create a subcommittee to focus on housing issues, including rent control, but also other actions that might facilitate availability of development of more housing. The Council may ask the Commission to contribute one or two members as well.
  - The Council will review the request for a Text Amendment for the cannabis dispensary that was recently approved by the Commission. In addition, the Council will consider the Commission's recommendation to initiate a process to update the City's cannabis regulations.
- Three new State laws relative to Accessory Dwelling Units were signed by the Governor back in September, those laws are intended to streamline requirements and include the following;
  - Due to the multiple grounds in which the City can not require parking, the parking requirement appears to be eliminated for accessory dwelling units in Sebastopol.
  - Sewer and water hookup fees will be eliminated for some types of units.
  - Some setback related modifications.

- At their meeting on December 20, the Council will be asked to initiate the process to amend the Code. The process of amending the Code would then come to the Commission.
- The Council is expecting an update from West County Community Services on their possible management of the Village Park Mobile Home property sometime in January. He noted that it may take a number of months to know for sure that we have a viable project that will work for both parties.
- The Planning Commission meeting of December 27 will be cancelled.
- The Planning Commission meeting of January 10 will likely be cancelled as well.
- The Commission is expected to meet at their regular meeting on January 24.

The Commission asked questions of Director Webster.

**7. CONSENT CALENDAR (PUBLIC HEARING IF REQUESTED):** There were none.

**8. PUBLIC HEARING:**

**A. ANNEXATION OF THE VILLAGE PARK/TOMODACHI PARK PROPERTY AT 6665 SEBASTOPOL AVENUE, CITY OF SEBASTOPOL, APPLICANT:** Public Hearing to consider an application submitted by The City of Sebastopol to adopt a resolution recommending annexation of the Village Park Mobile Home/Tomodachi Park property located at 6665 Sebastopol Avenue. The City of Sebastopol owns the property and is therefore initiating the annexation of the two parcels (APN's 060-060-001 and 004-063-017). The 12.44 acre property proposed for annexation is developed with a 3.7 acre mobile home park, and Tomodachi Park, an 8.7-acre public park, which has a permanent open space easement. The City does not intend to alter these uses at this time.

Director Webster presented the staff report.

The Commission asked questions of Director Webster.

Chair Kelley asked if members of the public wished to speak on this item.

There were none.

There was brief Commission discussion and consensus on the annexation and zoning designation recommendation.

Commissioner Doyle made a motion to adopt the resolution recommending annexation and rezoning to RM-M per the staff report.

Commissioner Douch seconded the motion.

AYES:	Chair Kelley, Vice Chair Fritz, and Commissioners Doyle, Fernandez, Jacob and Douch
NOES:	None
ABSTAIN:	None

**9. DISCUSSION:**

**A. RESOLUTION OF INTENTION TO INITIATE COMPREHENSIVE ZONING ORDINACNE UPDATE TO IMPLEMENT POLICY CHANGES IDENTIFIED BY THE NEW GENERAL PLAN, CITY OF SEBASTOPOL, APPLICANT:** A new General Plan was adopted in November 2016. The Plan calls for numerous revisions to the Zoning Ordinance. It is anticipated that there will also be other clarifying and policy changes to the Ordinance. It is recommended that the Commission adopt a resolution to initiate the update process.

Director Webster presented the staff report.

The Commission asked questions of Director Webster.

Chair Kelley asked if members of the public wished to speak on this item.

There were none.

Commissioners discussed the Zoning Ordinance update process, including whether some revisions could be expedited, such as State-mandated changes, and straightforward General Plan changes. Director Webster indicated he would discuss this with the consultant. He stated that the Accessory Dwelling revisions, and potential cannabis revisions would be handled separately from the main update. He also indicated that the Council may direct that some housing-related changes be fast-tracked. A Commissioner asked that the Commission be provided with the latest version of the Zoning Ordinance; Director Webster said he would do so.

Commissioner Fritz made a motion to adopt the resolution of intention to update the Zoning Ordinance.

Commissioner Fernandez seconded the motion.

AYES:	Chair Kelley, Vice Chair Fritz, and Commissioners Doyle, Fernandez, Jacob and Douch
NOES:	None
ABSTAIN:	None

The Commission agreed to a special meeting start time of 6:00 p.m. for their meetings on January 24 and February 28.

**10. WRITTEN COMMUNICATIONS:** There were none.

**11. ADJOURNMENT:** Chair Kelley adjourned the meeting at 8:00 p.m. to the next regular meeting of the Commission. The meeting will be held on Tuesday, December 27, 2016 at 7:00 p.m. at the Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA 95472.

Respectfully Submitted By:

Kenyon Webster  
Planning Director