



City of Sebastopol
Incorporated 1902

TREE BOARD/DESIGN REVIEW BOARD
MEETING OF: December 7, 2011

SEBASTOPOL VETERAN'S MEMORIAL HALL
Dining Room
282 High Street
4:00 PM

TREE BOARD

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

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES of: November 16, 2011

PLANNING DEPARTMENT UPDATE ON MATTERS OF GENERAL INTEREST

COMMENTS FROM THE AUDIENCE

STATEMENTS OF CONFLICTS OF INTEREST

CONSENT CALENDAR: None

REGULAR AGENDA: None

DISCUSSION ITEMS: None

REPORTS FROM THE BOARD/STAFF:

ADJOURNMENT

DESIGN REVIEW BOARD

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

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES: November 16, 2011

PLANNING DEPARTMENT UPDATE ON MATTERS OF GENERAL INTEREST

COMMENTS FROM THE AUDIENCE

STATEMENTS OF CONFLICT OF INTEREST

CONSENT CALENDAR: None

REGULAR AGENDA:

- 1. FINAL DESIGN REVIEW - Continuation (2011-008)** - This is a request, submitted by William McDermott, for Final Design Review approval of two buildings, a pharmacy and bank, in addition to site improvements and landscaping, on the property located at 6877 Sebastopol Avenue (the former Chevrolet dealership property). The City Council approved a Use Permit for the project in July 2011. The Board has conducted three Preliminary Design Review meetings and two Final Design Review meetings regarding the project, at which time public comments were received. The public hearing for the project was closed on November 16, and the Board is expected to deliberate and act on the Final Design Review submittal.

REPORTS FROM THE BOARD/STAFF: None

ADJOURNMENT: This meeting will be adjourned to the Tree Board/Design Review Board meeting of December 21, 2011 at 4:00 p.m., at the City Hall Conference Room, 7120 Bodega Avenue, Sebastopol, CA.

Meeting Process

The City of Sebastopol wishes to foster a constructive, respectful, and open process through its meeting procedures. Members of the public have the right to speak on all public hearings under discussion by the Planning Commission including consent calendar items, after being properly recognized by the Chairperson. The Commission requests that members of the audience refrain from expressions of approval or disapproval of statements of other participants, which can discourage the expression of a range of viewpoints, as well as lengthening meetings. The following is the hearing process:

1. The Chairperson opens public hearing.
2. Presentation of Staff Report from the Planning Department.
3. Commission Questions of Staff.
4. Presentation by the Project Applicant, Questions of Applicant from Commissioners. Applicant presentations should generally be limited to approximately 10 minutes or less.
5. Comments from members of the public. If you wish to speak, please raise your hand. After recognition by the Chairperson, it is requested that you give your name and address before beginning your remarks. Comments should be addressed to the Commission as a body and not any individual member, staff person, or applicant. This is an opportunity to for members of the public to make statements regarding matters of concern. The procedure does not provide for members of the public to conduct discussions with the applicant or Commission, unless specifically permitted by the Commission. Comments should generally be limited to approximately 3-5 minutes or less.
6. The Chairperson may request that the applicant or staff respond to specific issues raised in the public comments.
7. The Chairperson closes the public hearing, but reserves the right to re-open the public hearing later that evening.
8. The Planning Commission deliberates on the project. Commissioners discuss the project; applicant or public comment is not permissible unless allowed by the Commission.
9. The Chairperson may re-open the public hearing to give the public or applicant the right to comment on the Planning Commission deliberation or bring forth new information to the Commission.
10. The Planning Commission takes action on the project by making one or more motions to approve, condition, deny, or continue (schedule further consideration for a future meeting) the matter.

The Design Review Board considers a range of requests for development permits, and conducts public meetings of many of its agenda items. Due to the number, complexity and public interest associated with some agenda items meetings of the Design Review Board can be lengthy. The Design Review Board makes every effort to proceed as expeditiously as possible; your patience and understanding is appreciated.

Consent Calendar Items will be approved at one time without discussion unless a member of the public or the applicant wishes to speak regarding the item, or a Design Review Boardmember requests discussion of the item. If such a request is made, that item will be heard after the balance of the Consent Calendar has been voted on. No new items will be presented after 6:30 p.m., with the Design Review Board adjourning no later than 7:00 p.m. This time may be extended beyond 7:00 p.m. only by unanimous agreement of the Design Review Boardmembers.

Disabled Accommodations: If you have a disability which requires an interpreter or other person to assist you while attending the meeting, please call the City Clerk at (707-823-1153).