



**City of Sebastopol**

*Incorporated 1902*

Planning Department

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PLANNING COMMISSION

MEETING OF: June 28, 2016

SEBASTOPOL YOUTH ANNEX

425 MORRIS STREET

APPROVED MINUTES

PLANNING COMMISSION  
CITY OF SEBASTOPOL  
MINUTES OF June 28, 2016

SEBASTOPOL YOUTH ANNEX  
425 MORRIS STREET

**PLANNING COMMISSION:**

The notice of the meeting was posted on June 23, 2016.

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

**1. CALL TO ORDER:** Chair Doyle called the meeting to order at 7:02 p.m.

**2. ROLL CALL:**

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

Chair Doyle welcomed Geoffrey Skinner to the Commission.

**3. ELECTION OF OFFICERS:**

Chair Doyle asked for nominations for Chair.

Commissioner Jacob nominated Commissioner Fritz.

Commissioner Fritz accepted the nomination.

Commissioner Fernandez nominated Commissioner Kelley.

Commissioner Kelley accepted the nomination.

The Commission was unanimous in their selection of Commissioner Kelley as Chair.

Chair Kelley asked for nominations for Vice Chair.

Commissioner Doyle nominated Commissioner Douch.

Although not present, Chair Doyle commented that he believed that this was something Commissioner Douch was interested in.

Commissioner Jacob nominated Commissioner Fritz.

Commissioner Fritz accepted the nomination.

The Commission voted as follows:

Commissioner Skinner voted for Commissioner Fritz.

Commissioner Pinto voted for Commissioner Fritz.

Chair Kelley voted for Commissioner Fritz.

Commissioner Doyle voted for Commissioner Douch.

Commissioner Jacob voted for Commissioner Fritz.

Commissioner Fernandez voted for Commissioner Douch.

Commissioner Fritz voted for himself.

By a vote of 5-2, Commissioner Fritz was selected as Vice Chair.

**4. APPROVAL OF PLANNING COMMISSION MINUTES of:** February 23, 2016, March 08, 2016, March 22, 2016, and April 26, 2016

Commissioner Pinto made a motion to approve the minutes of February 23, 2016, March 08, 2016, March 22, 2016, and April 26, 2016 as submitted.

Commissioner Fritz seconded the motion.

AYES:	Chair Doyle, Vice Chair Kelley, and Commissioners Pinto, Fernandez, Fritz and Jacob
NOES:	None
ABSTAIN:	Commissioner Skinner

**5. 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 agenda business to be conducted.

There were none.

## **6. STATEMENTS OF CONFLICTS OF INTEREST:**

Commissioner Fernandez asked a clarifying question of staff.

Commissioner Fernandez recused himself from Item 10A due to a proximity conflict.

Commissioner Fernandez asked if Item 10B could be moved up on the agenda.

The Commission agreed.

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

Director Webster provided the following update:

- Welcomed Geoffrey Skinner to the Commission. Mr. Skinner was appointed to the Commission by the Council as an 8<sup>th</sup> member who will serve as the Alternate. Mr. Skinner previously served on the Complete Streets Committee.
- Property Radius Maps have been provided to the Commission. If you own property within the City limits, or next to it, under State Law there's a 500-foot radius from within which you're presumed to automatically have a conflict of interest and should not participate in an application review.
- Recent City Council action includes:
  - The Council chose to adopt, without the need to go to the voters in November, the Urban Growth Boundary (UGB) ordinance. Their decision was based on the information presented by the people who circulated the petition, which showed very strong support for this measure, as well as their own evaluation of the community.
  - Considered an appeal of the Planning Commission's decision on the request to place a KOWS radio antenna on the City's Pleasant Hill Reservoir site. The appeal was granted on the sole grounds of CEQA compliance. The Council determined that a focused EIR is necessary. At the next City Council meeting, the Council will look at an Initial Study and an RFP for consultants to prepare that EIR.
  - Discussion of the Wayfinding Sign project. This project includes auto and pedestrian-oriented wayfinding signs, signs identifying City buildings and facilities, and new gateway signs. The Council gave direction on design options, refinements will return, hoping for final direction in September. Implementation would require a budget allocation in the next City budget.
  - Adopted a new budget. One item of interest to the Commission is that the Council approved funding for the coming fiscal year for a major Zoning Ordinance update following the adoption of the General Plan.
  - Discussed and agreed to suspend the Complete Streets Committee at this time. The Council may form a subcommittee in the fall to discuss whether or not they wish to revive that committee.
- The Skatergarten Expansion project is under construction. Hopes for completion in September.
- The City has been approached by West County Community Services who are looking at the idea of taking over management of the mobile home side of the Village Park property.

- The City is expecting a formal application from Piazza Hospitality Group for Hotel Sebastopol at the former lumberyard site (6828 Depot Street) in the next week or two.
- The French Garden Inn is an approved project, however, their permits will expire this fall if they are not renewed or if construction does not begin. The property is currently for sale.
- The applicant has withdrawn the Barlow Hotel application.
- The Planning Commission meeting of July 12<sup>th</sup> will be cancelled.
- The Planning Commission meeting of July 26<sup>th</sup> will probably be cancelled as well.
- The Planning Commission meeting of August 9<sup>th</sup> is slated to be the first hearing on the General Plan.
- Climate Action 2020 will follow conclusion of the General Plan process.

The Commission had no questions for staff.

**8. CONSENT CALENDAR (PUBLIC HEARING IF REQUESTED):** None

**10. DISCUSSION ITEMS:**

**B. ROLE OF PLANNING COMMISSION ALTERNATE:** The City Council created an Alternate position on the Commission and has made an appointment. The Commission should discuss how the Alternate will function on the Commission.

Director Webster presented the staff report.

The Commission asked questions of staff.

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

Hearing none, Chair Kelley closed the Public Hearing and brought it back to the Commission for discussion.

After some discussion, the Commission concurred that the position should function similarly to operation of the Alternate on the Design Review Board.

**9. PUBLIC HEARING:**

**A. ALCOHOL USE PERMIT, HANDLINE RESTAURANT:** This is in regard to an application submitted by Lowell Sheldon, requesting an Alcohol Use Permit to sell beer and wine at Handline, a proposed restaurant, at 935 Gravenstein Highway South. The establishment will operate seven days a week from 11:00 a.m. until 10:00 p.m. and will primarily serve seafood, including tacos, burgers, oysters, ceviche, and fresh vegetables. The establishment will have over 50 seats with both indoor and outdoor dining areas and be permitted to sell beer and wine for onsite and offsite consumption under a Type 41 ABC license from the Department of Alcoholic Beverage Control.

Director Webster presented the staff report.

The Commission asked questions of Director Webster.

Chair Kelley asked if the applicant wished to make a presentation.

With no applicant present, Chair Kelley asked if members of the public wished to speak on this item.

Hearing none, Chair Kelley closed the Public Hearing and brought it back to the Board for discussion.

Commissioner Pinto expressed being in complete support of this application.

Commissioner Pinto made a motion to approve the application as submitted.

Commissioner Jacob seconded the motion.

Commissioner Doyle asked Commissioner Pinto if he'd be willing to amend his motion as follows:

- Condition of Approval #6 shall be rewritten as follows: Hours of operation shall be seven days a week from 11:00 a.m. until 10:00 p.m. The Planning Director shall have the authority to modify the hours of operation.

Commissioner Pinto agreed to amend his motion as stated.

Commissioner Jacob seconded the amended motion.

AYES: Chair Kelley, Vice Chair Fritz, and Commissioners Pinto, Fernandez, Doyle, Skinner and Jacob

NOES: None

ABSTAIN: None

Commissioner Fernandez left the meeting at 7:38 p.m.

## **10. DISCUSSION ITEMS:**

**A. PRELIMINARY REVIEW** of a proposed mixed use development application, submitted by Jeff Sexton, regarding a proposed development for a vacant lot at 778 Gravenstein Highway South.

Director Webster presented the staff report.

The Commission asked questions of staff.

Chair Kelley asked if the applicant wished to make a presentation.

The applicant, Jeff Sexton, gave no presentation but was available for questions.

The Commission asked questions of Mr. Sexton and Ed Blair of Tunnel Vision North Bay.

The Commission asked additional questions of staff.

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

Marie Capria, 771 Litchfield Avenue, commented:

- This is small-town Sebastopol.

- A car wash is a drive-through.
- A car wash brings environmental issues such as fumes and chemicals.
- Another big issue is noise.
- Referred to S.A.N.E. (Sebastopol Alliance for Neighborhood Empowerment).
- Sebastopol already has two car washes.
- Expressed an issue with the car wash remaining open 24 hours a day, 7 days a week.
- As somebody who lives near the site, she asked that the Commission consider the residents in their review of this application.
- Expressed concern over the impacts of the car wash on the residents of the on-site live-work units as well.
- Can't see the benefit of adding a third car wash.
- Expressed concern with debris, noise and lighting related to construction.
- A buffer should be provided to protect the surrounding residents during construction.
- Expressed concern with parking.
- Expressed concern with the proximity of the proposed car wash and the nearby eatery, Café de Croissant.

Chair Kelley commented that Ms. Capria's allowed time had been reached and asked her to wrap up her comments.

With nothing further, Ms. Capria thanked the Commission for their time.

Joe Whalen, Fellers Lane, commented:

- Lives behind the property in question.
- Curious about the applicant's indication that this car wash would be very quiet and unlike any car wash he's ever seen in his life.
- Questioned the ability to dry cars without a blower.
- If there were a similar car wash in Sonoma County, he'd love to know where it is so he could visit it.
- Every car wash that he has ever been to has been very noisy.
- Would like to better understand the applicant's indication that the vacuums would be quieter than the standard usually found at most car washes.
- Expressed an issue with the car wash remaining open 24 hours a day, 7 days a week.
- Screening for noise should occur.
- Large trucks for the applicant's construction business will bring additional noise.
- The nearby residents already hear noise from the highway.
- Nearby residents are concerned about this proposal.

Mike Steinberg, Fellers Lane, commented:

- Has used the car wash at Rotten Robbie for a long time.
- Questioned the ability to dry cars without the use of a blower.
- The blower at Rotten Robbie is very loud.
- Hours of operation should be limited.
- Expressed an issue with the car wash remaining open 24 hours a day, 7 days a week.
- Based on the applicant's indication that a staff person would not be regularly onsite, he questioned maintenance of the car wash because a car wash can and will break down on occasion.

Jolly Steinberg, Fellers Lane, commented:

- Expressed concern over noise related to the construction of the large office building, as well as operation of the business within it once constructed.
- Expressed concern with increased traffic.
- Questioned the amount of water that would be used for the car wash, office and live-work units.
- Expressed concern with safety and with the car wash being unstaffed most of the time.
- Echoed comment by Mr. Steinberg on maintenance of the car wash.

Hearing nothing further, Chair Kelley closed the Public Hearing and brought it back to the Commission.

Chair Kelley asked a procedural question of staff.

The Commission asked the applicant to respond to the questions raised during the Public Hearing.

Mr. Sexton responded:

- Understands concerns.
- 90% of the time he is working in Sebastopol.
- Has lived in Sebastopol his whole life.
- Plans on he and his family occupying the live-work units.
- The car wash is automated but most of the time he or his son will be there.
- In the event of his absence, electronic notification if/when the car wash breaks down will be sent to either himself or to someone he assigns.
- Expressed being flexible on hours of operation for the car wash.
- Hours may be similar to the car wash at Rotten Robbie's.

Chair Kelley asked Mr. Sexton if there was a local example of this particular car wash equipment at work.

Mr. Sexton responded:

- This is a noise generating car wash.
- A blower will be used for drying the cars.
- The noise that the car wash will generate will not be excessive.
- Based on the noise study that he received, the noise from the cars on 116 will be louder than the noise generated by the car wash.
- The difference from Rotten Robbie is that their blowers are almost on the outside of the building. The blowers for his car wash will be located inside the building.
- May be willing to put doors on the car wash bays, if necessary, in order to gain approval of the project.
- Cannot think of a local example of this particular car wash equipment at work.
- This property is zoned for a variety of uses.
- Can think of other businesses that may bring even more noise, if his project is not approved.

Vice Chair Kelley asked Mr. Sexton to wrap up his response.

Mr. Sexton commented:

- This property has been sitting vacant for 15 years.
- The property owner wants to sell the property and should be able to sell it to someone who wants to place some sort of legal business on it.

- Expressed being open to suggestions.
- Wants to bring something that will be successful, that will help the community, and that won't upset everybody.
- Wants to work with the neighbors, and with the community.

Hearing nothing further from the applicant, Chair Kelley brought it back to the Commission.

Commissioner Jacob clarified that the noise survey that was included with this application was from the Jolly Washer Express located at 3230 Coffey Lane in Santa Rosa, which has similar equipment selection and mechanical layout as the proposed application.

The applicant agreed.

Commissioner Jacob asked an additional question of Mr. Sexton.

Hearing nothing further, Chair Kelley brought it back to the Commission for their comments on this application.

Commissioner Skinner commented:

- Most of his questions were addressed.
- Given the number of driveways and large curb cuts, he questioned the potential impact that this may have on the planned bike lane.
- Would want to ensure that there was no conflict with the planned bike lane, regardless of the type of business that was to go there.
- Would love to see the property in use.
- After being vacant for so long, there should be something useful there.

Mr. Sexton interjected.

Commissioner Pinto commented:

- Thanked the applicant for bringing this application forward for preliminary review.
- The issues surrounding Rotten Robbie have been long-standing and exceedingly tiring.
- This is a wonderful site.
- The site is one of the large, undeveloped sites in town.
- Encouraged the applicant to talk to Caltrans about being located at the curve along Gravenstein Highway South as that could present a number of issues.
- Appreciates comments on how this will function under Mr. Sexton's ownership, however, the Planning Commission has to look at these kinds of development proposals with an eye towards the future.
- Appreciates clarity made on the opportunity to view an existing car wash with similar equipment and layout in nearby Santa Rosa.

Mr. Sexton interjected.

Commissioner Doyle clarified the following:

- For the little piece of land that jets out to the west, the west property line, which is the rear property line, would require a 20' setback, the north property line, which is adjacent to Big O Tires, has no required setback unless windows are being proposed in which case it would require a 5' setback, and the south property line would require a 5' setback.

Director Webster responded that the required setback from the south property line would be at least 5', however, that may require some interpretation due to its shape.

With regards to the setback from the south property line, Commissioner Doyle responded the greater the setback the better, especially with a 2-story building placed along there.

Commissioner Doyle comments continued:

- If the parking requirement can be met, mixed-use units would provide more flexibility than live-work units.
- Circulation can be improved.
- In terms of circulation, the car wash function should be separated from the live-work units.
- If the car wash function were separated from the live-work units there would be more justification for having three curb cuts.
- In this design, the middle curb cut doesn't make sense and shouldn't be there.

Mr. Sexton interjected.

Commissioner Jacob commented:

- This section of town is very car-centric and has a lot of asphalt.
- Encouraged the applicant to look for ways to reduce the number of curb cuts and increase the amount of landscaping, especially along the entry way.
- Landscape will help soften the project.
- Asphalt is more expensive than landscaping.
- It would be nice to have a landscape buffer in the back.
- It would be nice to create some private space for the residents of the live-work units.
- It is important to have aesthetically pleasing buildings.

Mr. Sexton interjected.

Vice Chair Fritz commented:

- There are already a number of auto-centric uses in the area.
- This proposal is very auto-centric.
- The project appears to be almost entirely paved.
- There have been efforts in Sebastopol, particularly along Gravenstein Highway, to create better walkable places and people oriented spaces.
- Would love to see something on this site.
- Would like to see something more exciting than a car wash being proposed.
- There is a need for office space and residential units in town.
- The Zoning Code would allow fourteen residential units on this property.
- There are very few parcels of this size left in town, particular along our main thoroughfares.
- This would be a great opportunity to provide more than three residential units.
- Encouraged the applicant to think about the possibility of having more than just three residential units on the site.
- If open to something other than a car wash, encouraged consideration of some other type of mixed-use building that has a better pedestrian frontage to it.
- This particular project could work with two curb cuts of much smaller size than are currently shown.
- Curb cuts can create a complicated situation for pedestrians.

Mr. Sexton interjected.

Chair Kelley commented:

- Expressed concern with circulation and with the nearby merging of traffic along Highway 116.
- Expressed concern with people traveling North on Highway 116 and trying to turn left into the site.
- The parking issue has not been thoroughly discussed.
- Agreed on there being more flexibility in the long run with the residential units being mixed-use rather than live-work.
- Expressed being very concerned about noise given that it abuts to residential.
- Agreed on the importance of landscaping.
- Agreed on the importance of the site being as pedestrian friendly as possible.
- The Commission appreciates how difficult and expensive it is to create projects like these.
- Part of this process, especially with it being preliminary, is to hear comments and suggestions from members of the Commission.
- Mixed-use projects have been encouraged on the south end of town for quite some time.
- If this project moves forward, she would like to see traffic and noise studies conducted.
- Hours of operation should be limited.

Mr. Sexton thanked the Commission for their time and consideration.

Chair Kelley asked the applicant if he'd consider one car wash bay, instead of two.

Mr. Sexton responded that that could be an option.

Hearing nothing further, Chair Kelley thanked the applicant for bringing this proposal forward and concluded this item.

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

**12. ADJOURNMENT:** Chair Doyle adjourned the meeting at 9:20 p.m. to the next regular meeting of the Commission. The meeting will be held on Tuesday, July 12, 2016 at 7:00 p.m. at the Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA 95472.

Respectfully Submitted By:

Kenyon Webster  
Planning Director