



**City of Sebastopol**

*Incorporated 1902*

Planning Department

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PLANNING COMMISSION

MEETING OF: May 22, 2018

SEBASTOPOL YOUTH ANNEX

425 MORRIS STREET

APPROVED MINUTES

PLANNING COMMISSION  
CITY OF SEBASTOPOL  
MINUTES OF MAY 22, 2018

SEBASTOPOL YOUTH ANNEX  
425 MORRIS STREET

**PLANNING COMMISSION:**

The notice of the meeting was posted on May 17, 2018.

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

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

**2. ROLL CALL:**

**Present:** Vice Chair Jacob, and Commissioners Glaser, Wilson, Doyle, Fernandez and Fritz

**Absent:** Chair Douch (excused)  
Commissioner Kelley (excused)

**Staff:** Kenyon Webster, Planning Director  
Dana Morrison, Assistant Planner  
Rebecca Mansour, Planning Technician

**3. APPROVAL OF PLANNING COMMISSION MINUTES:** April 24, 2018.

Commissioner Fritz amended the minutes.

Member of the public, Linda Berg, interjected with an amendment to the minutes.

Commissioner Fritz made a motion to approve the minutes as amended.

Commissioner Wilson seconded the motion.

AYES: Vice Chair Jacob, and Commissioners Glaser, Wilson, Fritz and Doyle  
NOES: None  
ABSTAIN: Commissioner Fernandez

**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.

Vice Chair Jacob asked for comments from the public on items not on tonight's agenda.

Linda Berg, a resident of Sebastopol, commented:

- Prior to the start of the meeting she provided handouts to the Commission on ticks and Lyme disease.
  - The State has been sitting on this information and does not want the public to know about this epidemic.
- The Laguna is infested with ticks.
  - The Public Works Department has been working with her on installing signs.
- Sebastopol should have a Lyme clinic.
- Has had Lyme disease seven times in thirty years.
- Tick Tock Tuesday saw over 1,300 attendees in over 4 years.
- The information that is being provided to the Planning Department from the public is not making its way to the Planning Commission.
  - The Planning Commission needs this information as they will be tasked with making a decision on Verizon's antenna application when it returns.
  - Keeping this information from the public until packets go out, the Thursday before a Tuesday meeting, does not give the Commission enough time to prepare.
  - This process needs to change, the Commission should be receiving this information much sooner.
- The Verizon application is due to come before the Commission in the not too distant future.
  - The City is going to recommend that the application be denied.
  - Unless the Commission starts listening to the people that are speaking out in opposition, the Commission will not know the reasons why they should deny this application.
- There is a global movement in opposition of 5G going on.
- We are being further cooked by microwave radiation.
- A human-chain, meant to bring attention to their opposition of 5G, is planned for a date in mid-June and will take place in a city in Spain.
- We don't need more radiation.

Vice Chair Jacob asked Ms. Berg to wrap up her comments as her three minutes were up.

Ms. Berg comments continued:

- All members of the Commission should have meters to check these dangerous levels.
  - Would be happy to loan members a meter.

- Everyone needs shielding.
- Thanked the Commission for their time.

Hearing nothing further, Vice Chair Jacob closed the public comment period.

**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:

- Noted Commissioner Fernandez’s return to the Commission and welcomed him back.

Commissioner Fernandez thanked Director Webster.

Director Webster update continued:

- At the last City Council meeting on May 15, the Council:
  - The City Council approved the design for the AmeriCorps Trail. The consultant is making adjustments based on some Commission comments in the meantime. The City will be applying for a grant from the Open Space District. Construction, if that grant is awarded, wouldn’t happen until probably a year from now.
  - In relation to parks, the Council designated the grass area along the frontage of Park Village as part of Tomodachi Park which means that park rules will apply to that space.
  - Began their review of the City budget.
  - Agreed to support an effort to promote home sharing and accessory dwelling unit creation that may include some sort of event that provides technical information on the process, rules, and other important things to know. Home sharing could be another way to house more people without necessarily building anything.
  - Directed formulation for renewal of a special sales tax that the city has.
  - Directed an increase to our transient occupancy tax. Presently, the City’s share of that is 10%. This proposal would increase the City’s share to 12%. The Council will still need to review the actual language for the ballot measure and direct that that be on the ballot in November.
- At the City Council meeting on May 1, the Council:
  - Started their review of the Zoning Ordinance. Due to other matters, the Council has scheduled one, possibly two, special meetings that will be dedicated to the Zoning Ordinance. These special meetings are scheduled to take place on May 30 and May 31. The meeting on May 31 will only take place if needed. Both meetings would have a start time of 4 p.m. The hope is for the Council to give direction on any substantive changes during these meetings with a future meeting likely for final review and approval.
- The agenda for the regular Planning Commission meeting of June 12 will included:
  - A retail Use Permit at The Barlow.
  - A public hearing on Verizon’s Use Permit application for two microcell installations. Due to a variety of factors the timeline for this has changed and the Commission will be polled on their availability to attend a special meeting

on Monday, June 18 or Thursday, June 21 if that is determined necessary at the Commission meeting on June 12.

- The Planning Director replacement process is ongoing. It appears likely that, if successful, there may be somewhat of a gap (a couple of weeks to a month or more) depending on the needs of the person and what the City Managers asks of them.
- Due to his impending retirement, Director Webster announced that this would likely be the last Planning Commission meeting that he would staff.
  - Expressed his appreciation for all of the Commissioners as well as their predecessors.
  - The Commission, other boards, and City Council don't get nearly enough credit for all of the hours they put in as well as the dedication that they show.
  - Not everybody understands that this is volunteer work. Sees and appreciates the Commission for all that they do.
  - Thanked each member of the Commission for their service.

The Commission thanked Director Webster for his kind words.

The Commission asked questions of Director Webster.

Commissioner Fritz voiced a concern about the dumpsters at the CVS building being left out rather than maintained in the trash enclosure.

Director Webster responded that he would look into that.

In response to a comment made by Ms. Berg, Vice Chair Jacob requested that packets for the June 12 meeting be released earlier than the Thursday before.

Director Webster responded:

- The Planning Department does try to do that when it has the opportunity.
  - Otherwise the Planning Department goes by its standard agenda protocol that has been in place for many years.
  - When there is a lot of material that needs to be provided to the Commission, the Planning Department does try to get it to them earlier than the Thursday before their meeting.
- Planning Department staff has transmitted the comments that people have asked them to provide to the Commission on a variety of issues.

Commissioner Wilson commented:

- In speaking from personal experience, public employees can take a lot of abuse in their jobs.
  - Thanked Director Webster for his professionalism.
  - Wished Director Webster well in his retirement.

Director Webster thanked Commissioner Wilson for his comments.

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

**8. PUBLIC HEARING:**

- A. MAJOR USE PERMIT:** This is a Major Use Permit Application requesting permission to move the Southpoint Storage office headquarters from its current

location at 6905 Southpoint Avenue into a portion of the space previously leased by Aubergine located at 755 Petaluma Avenue. In addition to relocating the main office (~ 1,000 sq. ft.), the remaining portion of the Aubergine building is proposed to be used as additional self-storage (~7,000-10,000 sq. ft.) and commercial space (~2,000 sq. ft.). The current office space is proposed to be converted into an employee residence (1,000 sq. ft.). Office is a permitted use; the self-storage and residential uses require a Use Permit.

Assistant Planner Morrison presented the staff report.

The Commission asked questions of Assistant Planner Morrison.

On behalf of the applicant, Jim Costello, gave a brief presentation and was available for questions.

The Commission asked questions of Mr. Costello.

Mr. Costello thanked Director Webster for his years of service.

- Director Webster has always been accommodating and professional with him and his group.

Director Webster thanked Mr. Costello for his comments.

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

Hearing none, Vice Chair Jacob closed the public hearing and brought it back to the Commission for discussion.

The Commission asked additional questions of Assistant Planner Morrison and Mr. Costello throughout their discussion. They also asked questions of Director Webster.

Commissioner Wilson commented:

- Supports office, commercial and residential uses.
- Expressed being troubled by the idea of having self-storage along the frontage as it is in a highly-visible location.
- Values self-storage.
- Presently, the self-storage component is tucked behind and out of sight which he likes.
- Would prefer a commercial use along the frontage.

Commissioner Glaser expressed having no comment.

Commissioner Doyle commented:

- Understands what the applicant is trying to do.
  - It looks like there hasn't been a demand for various other uses.
  - Respects and understands that there appears to be more of a demand for self-storage.
- Agrees with Commissioner Wilson.
- Really likes what the applicant has proposed in their submittal.
  - Appreciates that the applicant is attempting to salvage the commercial space on the north side.

- Appreciates that the applicant would like to have some sort of commercial use in the area across the frontage that has the glazing.
- Would like the condition clarified to rely on the plan that was submitted.
  - Would like for the amount of self-storage to be limited to what is shown in the submittal in terms of area.
  - If additional area is needed, the applicant would have to return to the Commission with that request.
- Because office and commercial uses are permitted, the applicant could add more if they chose to.
- Because this building has huge exposure along the frontage, the commercial component should be maintained.

Commissioner Fritz commented:

- Agreed with Commissioners Wilson and Doyle.
- Expressed having no problem with the residential and office uses that are proposed.
- Would like to keep as much of this commercial as possible
- Appreciates that a 10,000 square foot space would be hard to fill up with commercial.
- Questions the right proportion for the variety of uses.
- Would not support more self-storage than what is being proposed.
  - Could argue for less self-storage too.
- Appreciates that the exposed perimeter of the building is being proposed for commercial uses.

Vice Chair Jacob commented:

- Supports other members in not wanting the building to become all office and self-storage.
- Supports the flexible plan that the applicant is after.
- From the street, this should appear as office and commercial, not self-storage.
- Fine with self-storage within the building as long as it's not visible from the street.

Commissioner Glaser commented:

- Agrees with allowing flexibility as long as it doesn't present as self-storage from the street.
- Ideally this would all be commercial.
  - Recognizes the challenge of having commercial space in the city as we currently have a number of vacant spaces due to economic conditions.

Commissioner Fritz commented:

- Expressed a concern with being too flexible.
- Doesn't want to end up with too much storage.
  - Would like to establish a maximum amount of self-storage, or a minimum amount of commercial to keep this viable.

Commissioner Doyle commented:

- Would like the first condition clarified to read that the maximum shape of the additional self-storage shall be as defined in the submittal.

- Encouraged the applicant to look into the feasibility of satisfying condition #16 which calls for an upgrade to the existing fire service on Palm Avenue to current City standards.

Commissioner Wilson commented:

- In response to Commissioner Doyle’s comment on modifying the first condition, another way of addressing that could be to say that self-storage would not be allowed in the area designated as office or commercial space in the submittal.

The Commission concurred.

Assistant Planner Morrison read back the motion as follows, ‘Approval is granted for the Use Permit as illustrated in the plan submitted and date stamped April 30, 2018 whereby self-storage would not be permitted in the areas designated as office and commercial space.

The Commission concurred.

Mr. Costello asked a clarifying question.

Commissioner Doyle made a motion to approve the application as submitted with the following:

- Self-storage would not be permitted in the areas designated as office and commercial space as illustrated in the plan submitted and date stamped April 30, 2018.

Commissioner Fernandez seconded the motion.

AYES:	Vice Chair Jacob, and Commissioners Glaser, Wilson, Fritz, Fernandez and Doyle
NOES:	None
ABSTAIN:	None

**B. ANNEXATION AND GENERAL PLAN/SPHERE OF INFLUENCE AMENDMENT  
REVIEW OF PARCEL 060-120-015:**

This is a review of annexation of the property located just south of the Tomodachi Park/Park Village property and north of the Joe Rodota Trail (060-120-015). This parcel is part of the ‘Railroad Forest’ property purchased by the City for open space purposes in 1993. In September of 2017 the Local Area Formation Commission (LAFCO) approved the Annexation of the Tomodachi Park/Park Village property, however, in the review process, LAFCO staff noted a nearby parcel that the City owned and would be a logical annexation. LAFCO requested that the City initiate annexation of the property in question within one year of the annexation approval. The Commission and Council conducted a Preliminary Annexation/Pre-Zoning Review in early 2018; it was recommended that the City proceed with the formal annexation process.

Assistant Planner Morrison presented the staff report.

The Commission asked questions of Assistant Planner Morrison and Director Webster.

Commissioner Doyle commented:

- A number of the parcels in this area are oddly shaped.

- This may be an opportunity to do a lot line adjustment as well because the existing parcel to the west is going to be zoned the same as the new parcel.
  - Suggested drawing a line from the northeast corner of the property to the west of the subject property to the easterly point of the new property. Doing so would create a simple triangle.
  - Alternatively, the City could merge those two lots since they'll have the same zoning.
  - Doing so would simplify the shape of the Park Village property as well.
- If not done now it would have to be part of a future update.
- Seems like a good time to do this.

Director Webster responded:

- Sees that as process that should be separate from the annexation.
- Could talk to the City Engineer about that.
- A combination of lot line adjustments and mergers may be appropriate.

Commissioner Fernandez commented:

- Supports having Commissioner Doyle's recommendation on record.

Director Webster suggested a separate motion where the Commission could recommend that the City look into lot line adjustments and mergers as appropriate to simplify the parcels.

The Commission concurred.

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

Hearing none, Vice Chair Jacob closed the public hearing and brought it back to the Commission.

Commissioner Fritz made a motion to recommend approval of the Resolution to initiate proceeding with LAFCO for the annexation and amendment of the General Plan map/City's Sphere of Influence for parcel 060-120-015.

Commissioner Glaser seconded the motion.

AYES:	Vice Chair Jacob, and Commissioners Glaser, Wilson, Fritz, Fernandez and Doyle
NOES:	None
ABSTAIN:	None

Commissioner Doyle made a motion recommending that the City look into lot line adjustments and mergers as appropriate to separate out the land uses appropriately and simplify the parcel arrangement.

Commissioner Fernandez seconded the motion.

Director Webster noted that that would encompass the Railroad Forest, Tomodachi Park and Park Village properties.

The Commission concurred.

AYES: Vice Chair Jacob, and Commissioners Glaser, Wilson, Fritz,  
Fernandez and Doyle  
NOES: None  
ABSTAIN: None

**9. DISCUSSION:** (none)

**10. WRITTEN COMMUNICATIONS:** (none)

Vice Chair Jacob commented:

- Thanked Director Webster for his many years of service.

The rest of the Commission echoed Vice Chair Jacob's sentiment.

**11. ADJOURNMENT:** Vice Chair Jacob adjourned the meeting at 8:08 p.m. to the next regular meeting of the Commission. The meeting will be held on Tuesday, June 12, 2018 at 7:00 p.m. at the Sebastopol Youth Annex, 425 Morris Street, Sebastopol, CA 95472.

Respectfully Submitted By:

Dana Morrison  
Assistant Planner