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APPROVED MINUTES

DESIGN REVIEW BOARD
CITY OF SEBASTOPOL
MINUTES OF April 17, 2019

SEBASTOPOL CITY HALL
CONFERENCE ROOM
7120 BODEGA AVENUE
4:00 P.M

DESIGN REVIEW BOARD:

The notice of the meeting was posted on April 11, 2019.

1. CALL TO ORDER: Chair Luthin called the meeting to order at 4:06 P.M.

2. ROLL CALL:

Present:	Ted Luthin, Chair Cary Bush, Vice Chair Lars Langberg, Board Member Ron Hari, Board Member
Absent:	Gregory Beale, Board Member (excused) Christine Level, Board Member (excused)
Staff:	Kari Svanstrom, Planning Director Dana Morrison, Assistant Planner Becky Duckles, City Arborist

3. APPROVAL OF MINUTES: April 03, 2019

Board Member Langberg made a motion to approve the minutes as submitted.

Board Member Hari seconded the motion.

AYES: Board Members Langberg and Hari
NOES: None
ABSTAIN: Chair Luthin and Vice Chair Bush
ABSENT: Board Members Level and Beale

4. PLANNING DEPARTMENT UPDATE ON MATTERS OF GENERAL INTEREST:

Director Svanstrom provided the following updates:

- The annual Sebastopol Apple Blossom festival is coming up.
- The City Council adopted a telecom urgency ordinance at their meeting last night. This ordinance adopts interim regulations, putting in place requirements for telecommunications in the public right of way and changing some of the City's application requirements to be more clear and more robust.

- These will go to the Planning Commission at their meeting next week.
- The Planning Commission will flush them out and from there the final ordinance will be drafted.
- The Davis Townhomes project, which came before the Board for Preliminary Review of their proposed Planned Community development some time ago, went before the Planning Commission last week.
 - The Planning Commission adopted a resolution recommending that the City Council approve the project.
 - The request includes a tentative map, a Planned Community overlay, allowing residential-only in a commercial zone, and an environmental review component.
 - The Council will consider their request on May 7th.
 - The project will return to the Board for design review at a date uncertain.

The Board asked questions of Director Svanstrom.

Ms. Duckles commented:

- In relation to Telecommunication's Ordinance undergrounding requirements, she requested to include a condition of approval to require tree root monitoring for any undergrounding.

Director Svanstrom responded in the affirmative.

5. COMMENTS FROM THE PUBLIC REGARDING ITEMS NOT ON THE AGENDA:

Chair Luthin asked if members of the public wished to comment on items not on the agenda.

Hearing none, Chair Luthin closed the public comment period.

6. STATEMENTS OF CONFLICT OF INTEREST: There were none.

7. CONSENT CALENDAR: There were none.

8. REGULAR AGENDA:

- A. DESIGN REVIEW AND REASONABLE ACCOMMODATION REQUEST:** This is a Design Review application from Burbank Apartments (699 Gravenstein Highway North) requesting approval to; renovate and expand the existing community building) (~300 square feet), improve site accessibility by creating new ADA paths of travel, and restripe existing parking spots to ADA spots and create two new parking spaces by the community building. The Reasonable Accommodation Request is to reduce the total number of parking spaces from 102 on-site parking spaces to 101 parking spaces to accommodate the increase in ADA parking. Note: The applicant is also requesting to remove and replace a number of existing site trees (unrelated to the proposed improvements). This request will be considered at a future date.

Assistant Planner Morrison presented the staff report.

The Board asked questions of Director Svanstrom, Assistant Planner Morrison, and Ms. Duckles.

Chair Luthin asked if members of the public wished to comment on this item.

Hearing none, Chair Luthin closed the public comment period and brought it back to the Board for discussion.

The applicant gave a brief presentation and was available for questions.

The Board and Ms. Duckles asked questions of the applicant.

Director Svanstrom departed the meeting.

The applicant approached the table and discussed the site plan with Ms. Duckles and the Board.

The Board asked additional questions of the applicant.

Hearing no further questions, Chair Luthin brought it back to the Board for discussion.

Chair Luthin asked to hear from the Board on the redesign of the community room.

The Board asked additional questions of the applicant.

Board Member Langberg commented:

- This will be a nice change.
- Likes the expansion of the floorplan.
- The changes are very sensitive to the existing architecture.
- The proposal looks good.

The rest of the Board concurred with Board Member Langberg on the redesign of the community room.

Chair Luthin asked to hear from the Board on the accessible path for travel.

Vice Chair Bush commented:

- The conditions of approval seem to speak to the issues.
- Expressed being generally supportive.
- Wants to protect the trees.
- Looks forward to reviewing the tree removal request and landscape plan.

The Board asked additional questions of the applicant.

Chair Luthin asked to hear from the Board on the loss of one parking space.

- Expressed being generally supportive.
- The applicant may want to consider losing an additional extra parking space, bringing the total to two, in order to save the Redwood tree (L).

Ms. Duckles commented:

- Removing a parking space next to the Redwood tree (L) would make a big difference in its viability.

The Board asked questions of Ms. Duckles.

Chair Luthin commented:

- The accessible paths look great.
- Likes the reinvestment.

The Board was in consensus on the loss of one parking space being acceptable.
Chair Luthin asked for a motion.

Board Member Langberg made a motion to approve the application as submitted and conditioned in the staff report with the following:

- A Certified Arborist shall be on-site during any demo, grading or construction for the trees located on the north and east side of the roundabout.
 - Those trees will be called out on a site plan related to the condition as well.

Vice Chair Bush seconded the motion.

Chair Luthin asked for discussion of the motion.

Hearing none, the Board voted on the motion as follows:

AYES: Chair Luthin, Vice Chair Bush, and Board Members Langberg and Hari

NOES: None

ABSTAIN: None

ABSENT: Board Members Level and Beale

9. DISCUSSION ITEMS: There were none.

10. REPORTS FROM THE BOARD/STAFF: There were none.

11. ADJOURNMENT: Chair Luthin adjourned the meeting at 4:54 p.m. The next regularly scheduled Tree Board/Design Review Board meeting will be held on May 01, 2019 at 4:00 p.m., at the Sebastopol City Hall, 7120 Bodega Avenue, Sebastopol, CA.

Respectfully Submitted By:

Dana Morrison
Assistant Planner