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## **APPROVED MINUTES**

TREE/DESIGN REVIEW BOARD  
CITY OF SEBASTOPOL  
MINUTES OF November 04, 2020  
4:00 P.M.

The notice of the meeting was posted on October 29, 2020.

### **DESIGN REVIEW BOARD:**

**1. CALL TO ORDER:** Chair Luthin called the meeting to order at 4:00 P.M. and read a procedural statement.

**2. ROLL CALL:**

<b>Present:</b>	Ted Luthin, Chair Lars Langberg, Vice Chair Christine Level, Board Member Ron Hari, Board Member
<b>Absent:</b>	Cary Bush, Board Member (excused) Gregory Beale, Board Member (not excused)
<b>Staff:</b>	Alan Montes, Associate Planner

### **3. PLANNING DEPARTMENT UPDATE ON MATTERS OF GENERAL INTEREST:**

Associate Planner Montes updated the Board on the following:

- Parklet installation in downtown.
- The Climate Action Subcommittee is moving forward. Hoping to have a first meeting in December or January.

**4. COMMENTS FROM THE PUBLIC REGARDING ITEMS NOT ON THE AGENDA:** There were none.

**5. STATEMENTS OF CONFLICTS OF INTEREST:** Board Member Bush recused himself from Item 6A due to a conflict.

### **6. REGULAR AGENDA:**

**A. FAÇADE IMPROVEMENT PROGRAM –** Façade Improvement Rebate Application Review

Associate Planner Montes presented the staff report.

The Board asked clarifying questions of Associate Planner Montes.

The Board reviewed and discussed the Façade Improvement Rebate Applications and were in consensus on awarding rebates of up to the following:

Funk & Flash, Zoe Kind: \$2,500.00

Bare Raydiance, Allayna Fry: \$2,500.00

HopMonk Tavern, Bill DeCarli: \$2,500.00

The Toyworks, John Goehring: \$1,875.00

There was no public comment.

Board Member Langberg made a motion to approve all four applications as submitted.

Board Member Level seconded the motion.

The Board voted on the motion as follows:

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

NOES: None

ABSTAIN: None

ABSENT: Board Members Bush and Beale

The Board was in consensus on requiring the recipients to install a sign in their windows stating that they participated in this program and receiving funding for their projects, the sign must be posted until the date the rebate is provided to the applicant which comes once the work has been completed.

With regards to the upcoming special meeting on Thursday, November 19, the Board expressed support for a start time of 3:00 p.m.

**7. ADJOURNMENT:** Chair Luthin adjourned the meeting at 04:31 p.m. The next regularly scheduled Tree/Design Review Board meeting will be held on November 18, 2020 at 4:00 p.m.

Respectfully Submitted By:

Kari Svanstrom  
Planning Director