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UNAPPROVED DRAFT MINUTES

TREE/DESIGN REVIEW BOARD
 CITY OF SEBASTOPOL
 MINUTES OF September 16, 2020
 4:00 P.M.

The notice of the meeting was posted on September 10, 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:

Present:	Ted Luthin, Chair Lars Langberg, Vice Chair Cary Bush, Board Member Ron Hari, Board Member
Absent:	Christine Level, Board Member (excused) Gregory Beale, Board Member (excused)
Staff:	Alan Montes, Associate Planner

3. APPROVAL OF MINUTES: August 19, 2020

Board Member Bush amended the minutes.

Board Member Bush made a motion to approve the minutes as amended.

Vice Chair Langberg seconded the motion.

The Board voted on the motion as follows:

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

4. PLANNING DEPARTMENT UPDATE ON MATTERS OF GENERAL INTEREST:

Associate Planner Montes Svanstrom updated the Board on the following:

- Recent and upcoming Council items.

- Updates to the Façade Improvement Program.
- Planning Commission updates.

Vice Chair Langberg asked for updates on the County's proposal for the Sebastopol Inn.

Associate Planner Montes stated that he has no direct updates but could put the Board in touch with the lead contact for that at the County.

Vice Chair Langberg asked for updates on the Woodmark project on Bodega Avenue.

Associate Planner Montes responded:

- Woodmark has submitted a new preliminary review submittal which is expected to come before the Board on October 21.

Vice Chair Langberg commented that he heard that this submittal is not much better than the last.

Associate Planner Montes responded:

- The improvements at this time are not too significant.
- It sounds like they may be trying to get another iteration to staff next week which is supposed to be significantly better, but he has not seen it yet.

Board Member Hari asked about the Ceres garden as there was a project that was going to potentially impact it.

Associate Planner Montes responded that that is the City Ventures project behind O'Reilly and it is his understanding that the current owners are looking to sell the property rather than proceeding with the project themselves.

Vice Chair Langberg asked about the project by The Beale Group downtown.

Associate Planner Montes responded:

- They resubmitted today and it looks like there are some substantial changes so it will need to be routed back to Building and Fire for comments.
- Has not had a proper opportunity to look at the full submittal yet.

Board Member Bush asked for updates on Caltrans.

Associate Planner Montes responded that he had no knowledge on those issues at this time.

Vice Chair Langberg expressed having questions on Caltrans related matters too.

Associate Planner Montes responded that he could follow up on those and provide an update at their next meeting.

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

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

7. PUBLIC HEARING:

Associate Planner Montes noted that the applicant for Agenda Item 7A is not present.

Chair Luthin suggested switching the agenda order and hearing on Agenda Item 7B first.

- B. SIGN REVIEW – 218 North Main Street – Project No. 2020-050** The project is requesting a sign review for one halo lit, individual channel letter sign to be located on the West elevation (facing North Main Street).

Associate Planner Montes presented the staff report.

The Board asked questions of staff.

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

The applicant did not make a presentation but was available for questions.

The Board asked questions of the applicant.

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

There were none.

Chair Luthin asked for Board deliberation.

The Board discussed the application.

Vice Chair Langberg made a motion to approve the application as submitted with the following:

- The temperature of the lamp shall be between 3200 and 3500 kelvin.

Board Member Hari seconded the motion.

The Board voted on the motion as follows:

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

NOES: None

ABSTAIN: None

ABSENT: Board Members Level and Beale

Chair Luthin thanked the applicant for bringing this application forwarded and commented that the Board looks forward to seeing a refresh on the building.

- A. SIGN REVIEW – 110 North Main Street – Project No. 2020-046** The project is requesting a sign review for a nonilluminated vinyl sign on a backboard located above the front entrance.

Associate Planner Montes presented the staff report.

The Board asked questions of Associate Planner Montes.

Because the applicant was not present, Chair Luthin asked if members of the public wished to speak on this item.

There were none.

Chair Luthin asked for Board deliberation.

Chair Luthin commented that the Board may want to continue this to allow the applicant to be present and respond to their questions.

The Board asked additional questions of Associate Planner Montes.

Chair Luthin commented:

- So this looks a lot like it is going to be done exactly the same way the Retrograde Coffee sign.
- Retrograde has a sign that probably has vinyl letters on a panel over their front door.
- It looks like this will be something that is fairly typical to downtown.
- The question is whether the Board wants to wait to hear from the applicant, or if they're okay with it as presented.

Vice Chair Langberg commented:

- Would rather not continue this unless members feel it is necessary.
- As long as it is not a banner, I can support this.

Board Member Hari commented:

- I think it's too bad the owner or a representative is not here to present their application.
- Does not think it is worth making the applicant come back.
- Willing to support this application.

Chair Luthin commented:

- Expressed support for moving this application forward.
- Would love to see a really nice sign on some of these businesses but understands the financial limitations to doing that.
- Signage is expensive.

Board Member Bush commented:

- Signage is the heart of a business; it represents the brand.

Chair Luthin commented:

- Concurred with Board Member Bush.
- Sometimes flat and vinyl signage feels temporary.
- This building could really benefit from storefront rejuvenation.

Members of the Board agreed.

Board Member Bush commented:

- Like their look, their logo and their food.

- Seems appropriate to approve this as a Board with the condition that staff have oversight on their attachment methods, framing and backing.
- If it is appropriate to staff, it's a go.
- If not, it may need to return to the Board.

Members of the Board expressed support for that.

Associate Planner Montes summarized Board feedback on this item.

Board Member Bush made a motion to approve the sign as proposed with the condition that staff issue final approval after review of the items discussed.

Board Member Langberg seconded the motion.

The Board voted on the motion as follows:

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

8. ADJOURNMENT: Chair Luthin adjourned the meeting at 04:35 p.m. The next regularly scheduled Tree/Design Review Board meeting will be held on October 07, 2020 at 4:00 p.m.

Respectfully Submitted By:

Kari Svanstrom
Planning Director