



Planning Commission

Regular Meeting **AGENDA**

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Dial in or type: 67.217.95.2 or inroomlink.goto.com

Meeting ID: 473 756 525

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December 9, 2020 - 6:00 PM

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF MINUTES**

4.a. Approval of October 14, 2020 Regular Meeting Draft Minutes

Recommended Action: Approve the Minutes of October 14, 2020 Regular Meeting Draft Minutes

Attachments:

1. 2020-12-09 4a 2020-10-14 Regular Meeting Minutes - Draft

5. **APPEAL PROCESS**

All determinations of the Planning Commission regarding major discretionary planning permits are final unless a written appeal, stating the reasons for the appeal, is filed with the City Clerk within ten (10) days of the date the decision was made. An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken. For items on this agenda, the appeal must be received by .

6. **COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS**

The Planning Commission welcomes input from the audience. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments.

7. **SITE VISIT VERIFICATION**

8. **VERIFICATION OF NOTICE**

9. **PLANNING COMMISSIONERS REPORT**

9.a. Letter of Resignation from Commissioner Linda Sanders

Recommended Action: Receive Letter of Resignation from Commissioner Linda Sanders

Attachments:

1. 2020-12-09 9a Letter of Resignation- Commissioner Linda Sanders

10. DIRECTOR'S REPORT

10.a. Directors Report

Recommended Action: Receive Director's Report

Attachments:

1. 2020-12-09 10a. Director's Report Staff Report

11. CONSENT CALENDAR

12. NEW BUSINESS

13. UNFINISHED BUSINESS

14. ADJOURNMENT

Please be advised that the City needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Due to the COVID Virus the Civic Center is closed to the public. The Agenda Packet is available online at <http://www.cityofukiah.com/meetings/>

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California, not less than 72 hours prior to the meeting set forth on this agenda.

December 4, 2020

Stephanie Abba

Planning Commission Secretary

**CITY OF UKIAH
PLANNING COMMISSION MINUTES
Regular Meeting**

Meeting held Virtually: <https://global.gotomeeting.com/join/473756525>

Ukiah, CA 95482

October 14, 2020

6:00 p.m.

1. CALL TO ORDER

The regular meeting of the City of Ukiah Planning Commission was called to order by Chair Christensen at 6:13 p.m. on GoToMeeting: <https://global.gotomeeting.com/join/473756525>. The meeting was legally noticed on Thursday, October 8, 2020.

CHAIR CHRISTENSEN PRESIDING.

2. ROLL CALL

Roll was taken with the following **Commissioners Present:** Ruth Van Antwerp, Mark Hilliker, and Laura Christensen. **Absent:** Mike Whetzel and Linda Sanders. **Staff Present:** Craig Schlatter, Community Development Director; Mireya Turner, Planning Manager; Kristine Lawler, City Clerk; and Stephanie Abba, Planning Commission Secretary.

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited.

4. APPROVAL OF MINUTES

a. Approval of August 26, 2020, Regular Meeting Minutes.

Motion/Second: All Commissioners agreed to postpone the vote on the Minutes of August 26, 2020, a Regular Meeting, until the next Planning Commission Meeting due to lack of quorum.

5. APPEAL PROCESS

No matters eligible for appeal were heard.

6. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

No public comment was received.

7. SITE VISIT VERIFICATION

Confirmed by Commissioners.

8. VERIFICATION OF NOTICE

Confirmed by Staff

9. PLANNING COMMISSIONERS' REPORT

No report received

10. DIRECTOR'S REPORT

Presenter: Craig Schlatter, Community Development Director.

11. CONSENT CALENDAR

No items on consent calendar.

12. NEW BUSINESS

None

13. UNFINISHED BUSINESS

a. Presentation of “Second 6-month Report Regarding the Community Center and Winter Homeless Shelter at 1045 South State Street.”

Presenters: Mireya Turner, Planning Manager and Craig Schlatter, Community Development Director.

Report received.

Public Comment: Martha Barra, Barra Winery; Victoria Kelly, LCSW, Redwood Community Services CEO; Sage Wolf, Redwood Community Services Program Manager; and John McCowen, Mendocino County 2nd District Supervisor.

14. ADJOURNMENT

There being no further business, the meeting adjourned at 7:55 P.M.

Stephanie Abba, Planning Commission Secretary



AGENDA SUMMARY REPORT

SUBJECT: Letter of Resignation from Commissioner Linda Sanders

DEPARTMENT: Community Development

PREPARED BY:

PRESENTER:

ATTACHMENTS:

1. 2020-12-09 9a Letter of Resignation- Commissioner Linda Sanders

Summary:

Background:

Discussion:

Recommended Action: Receive Letter of Resignation from Commissioner Linda Sanders

BUDGET AMENDMENT REQUIRED:

CURRENT BUDGET AMOUNT:

PROPOSED BUDGET AMOUNT:**FINANCING SOURCE:**

PREVIOUS CONTRACT/PURCHASE ORDER NO.:

COORDINATED WITH:

Approved:

Sage Sangiacomo, City Manager

October 27, 2020

Chair Christensen and Planning Commissioners
C/O Kristen Lawler, City Clerk
City of Ukiah
300 Seminary Ave
Ukiah, CA 95482

Dear Chair Christensen and fellow Commissioners,

I have appreciated the congenial discussions we've had over the years in trying to improve projects. It has been a privilege to serve the community as a planning commissioner these past twelve years. In 2008 I was originally nominated to the commission by Council member Baldwin, fulfilling Commissioner Anderson's term when he passed away. There was a brief break in my service when Phil Baldwin was not re-elected and I then applied for the vacant seat left open by the late Commissioner Pruden.

I have tried to honor the values and contributions of Commissioner Anderson and Pruden. Both were staunch advocates for the Wagenseller neighborhood and shared concerns about associated impacts of development on the community. Ms. Pruden cared deeply about a development's aesthetic appeal and valued attractive landscaping that flourished in Ukiah.

Unfortunately, I find my interest waning with online meetings, the state's broad interference with local planning and the abundant cannabis related applications requiring review.

Please accept my immediate resignation.

My very best regards,

A handwritten signature in black ink, appearing to read 'Linda', followed by a long, horizontal, slightly wavy line that extends to the right.

Linda Sanders

Cc: Steve Scalmanini
Craig Schlatter, Director of Community Development



AGENDA SUMMARY REPORT

SUBJECT: Directors Report

DEPARTMENT: Community
Development

PREPARED BY: Craig Schlatter, Community Development
Director

PRESENTER:

ATTACHMENTS:

1. 2020-12-09 10a. Director's Report Staff Report

Summary:

Background:

Discussion:

Recommended Action: Receive Director's Report

BUDGET AMENDMENT REQUIRED:

CURRENT BUDGET AMOUNT:

PROPOSED BUDGET AMOUNT:

FINANCING SOURCE:

PREVIOUS CONTRACT/PURCHASE ORDER NO.:

COORDINATED WITH:

Approved:

Sage Sangiacomo, City Manager



AGENDA ITEM NO. 10a.
Department of Community Development
Planning Division
300 Seminary Ave.
Ukiah, CA 95482

DATE: December 3, 2020
TO: Planning Commission
FROM: Craig Schlatter, Director of Community Development
SUBJECT: 10a. Director's Report – Community Development Department Status

This report will be a detailed verbal report on the status and projects of the Community Development Department. Topics are expected to include the following:

- Update of current Major Use Permits and Site Development Permits in-process; and estimated dates of Planning Commission hearings
- List of minor planning permits approved by the Zoning Administrator within the last three months
- 2040 General Plan status
- Ukiah Municipal Airport Land Use Compatibility Plan preparation status
- Status of implementation of the 2019-2027 adopted Housing Element
- Status of City of Ukiah Sphere of Influence and Municipal Service Review and reorganization applications in-process
- Housing Division projects and updates
- Building Division status, including number of permits issued and inspections conducted and comparisons to previous years' data
- City Council election results and Planning Commission vacancy
- Department staffing

The Commission is encouraged to ask questions related to any further topics of interest.