



Zoning Administrator

Regular Meeting **AGENDA**

This meeting will be held remotely, at the link below:
<https://global.gotomeeting.com/join/201227581>

You can also dial in using your phone.
United States: [+1 \(872\) 240-3311](tel:+18722403311)

Access Code: 201-227-581

January 12, 2021 - 1:00 PM

1. **CALL TO ORDER**

2. **VERIFICATION OF NOTICE**

3. **APPEAL PROCESS**

All determinations of the Zoning Administrator regarding minor 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 January 22, 2020, at 5:00 p.m.

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

The Zoning Administrator 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.

5. **APPROVAL OF MINUTES**

5.a. Approve the Minutes of the December 21, 2020 Hearing.

Recommended Action: Approve the Minutes of the December 21, 2020 Hearing.

Attachments:

1. ZAM_20201221

6. **SITE VISIT VERIFICATION**

7. **PUBLIC HEARING**

- 7.a. Consideration of Request to Renew and Existing Cannabis Dispensary Use Permit located at 1230 Airport Park Boulevard, Suite C; APN 180-080-81; File No. 20-5823

Recommended Action: Approve the Ukiah Valley Holistic, Inc., dba Cannavine, Use Permit renewal based on the Findings and subject to the Conditions in the Staff Report, dated January 12, 2021.

Attachments:

1. ATT 1 Draft Findings Cannavine UP_Annual Renewal
2. ATT 2 Draft COA_ Cannavine UP Annual Renewal
3. ATT 3 Cannavine_Cannabis UP Renewal_Application
4. ATT 4 Police Department Comments

- 7.b. Consideration of Request for Approval of Minor Use Permit and Site Development Permit to Improve an Existing Parking Lot at 404 South Orchard Avenue; APNs 002-340-34 & 25; File No. 16-2109

Recommended Action: Approve the Minor Use Permit and Site Development Permit, based on the Findings and subject to the Conditions, found in the Staff Report dated January 12, 2021.

Attachments:

1. ATT 1 Draft Findings _405 S Orchard Parking Lot MiUP & SDP
2. ATT 2 Draft COA_405 S Orchard Parking Lot MiUP & SDP
3. ATT 3 App & Project Desc_Rev 12292020
4. ATT 4 Site Plans_Signed_08022020
5. ATT 5 Traffic Circulation Diagram 12302020
6. ATT 6 Agency Comments
7. ATT 7 DRBM_09152016 - Final
8. ATT 8 Tree Protection Memo & Shade Protection Plan

8. 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. 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.

Mireya G. Turner, Planning Manager
January 6, 2020

CITY OF UKIAH
ZONING ADMINISTRATOR MINUTES
Meeting Held Remotely through Teleconference
December 21, 2020
2:00 p.m.

STAFF PRESENT

Craig Schlatter, Zoning Administrator
Mireya Turner, Planning Manager

OTHERS PRESENT

Michael Carlson
Mark Waldron
Angel Schramer
Charlene Light
Ruth Van Antwerp

1. CALL TO ORDER

The Zoning Administrator called the meeting to order at 2:00 p.m. via teleconference.

Zoning Administrator Craig Schlatter presiding.

2. VERIFICATION OF NOTICE

Staff confirmed timely noticing of all public hearings posted on today's agenda.

3. APPEAL PROCESS

Note: For matters heard at this meeting the final date to appeal is January 4, 2020 at 5:00 p.m.

4. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

None.

5. APPROVAL OF MINUTES – August 27, 2020

Zoning Administrator Craig Schlatter approved the Minutes of November 17, 2020, as presented.

6. SITE VISIT VERIFICATION

Zoning Administrator Craig Schlatter stated he had performed site visits to each project site on this agenda.

7. PUBLIC HEARING

- a. Consideration of Request for Minor Modification of Major Use Permit to Change Ownership of Cannabis Manufacturing and Dispensary/Retail Operation, and Amend the Floor Plan, at 441 North State Street; APN 002-186-19; File No. 20-5589

Planning Manager Mireya Turner presented the staff report.

Zoning Administrator Schlatter noted a typographical error in the Staff Report and corrected the sentence to read, "The Element 7 use permit was ~~approved~~ *deemed compatible with the Airport Land Use Plan* by the County of Mendocino on March 31, 2020.

Zoning Administrator Schlatter opened the public hearing at 2:12 p.m. and Michael Carlson spoke. There was no one else present wishing to speak and the public hearing was closed at 2:16 p.m.

Zoning Administrator Craig Schlatter approved the Minor Modification of Major Use Permit to change ownership of Cannabis Manufacturing and Dispensary/Retail Operation to Vibe Ukiah, LLC, and amend the floor plan, at 441 North State Street; based on the Findings and subject to the Conditions, in the staff report, dated December 8, 2020, as corrected.

- b. Consideration of Request for Livestock Permit to Keep Two Male Goats at 1070 North Oak Street; APN 002-072-12; File No. 20-5887

Planning Manager Mireya Turner presented the staff report.

Zoning Administrator Schlatter opened the public hearing at 2:22 p.m. and the following people spoke: Angel Schramer and Ruth Van Antwerp. An email received by Charlene Light was read into the record. There was no one else present wishing to speak and the public hearing was closed at 2:34 p.m.

Zoning Administrator Craig Schlatter approved the Livestock Permit to keep the two male goats at the Schramer residence at 1070 North Oak Street; based on the Findings and subject to the Conditions, in the staff report, dated December 17, 2020.

8. **ADJOURNMENT**

There being no further business, the meeting adjourned at 2:38 p.m.



DATE: January 12, 2021
TO: Zoning Administrator
FROM: Michelle Irace, Planning Manager
SUBJECT: Request to Renew an Existing Cannabis Dispensary Use Permit located at 1230 Airport Park Boulevard, Suite C. APN 180-080-81. File No.20-5823

SUMMARY

OWNER: Guillon Peterson Enterprises LLC
2550 Lakewest Drive, Suite 50
Chico, CA 95928

APPLICANT / AGENT: Hrant Ekmejian
Ukiah Valley Holistics, Inc. dba Cannavine
1230 Airport Park Boulevard, Suite C
Ukiah, CA, 95482

REQUEST: Annual renewal of existing dispensary Use Permit to extend the terms for one (1) additional year

DATE DEEMED COMPLETE: December 17, 2020

LOCATION: 1230 Airport Park Boulevard, Suite C; APN: 180-080-81

TOTAL ACREAGE: 0.6 acre (2,895 sf)

GENERAL PLAN: Master Plan Area (MPA)

ZONING DISTRICT: AIP Planned Development – Light Manufacturing Mixed Use

ENVIRONMENTAL DETERMINATION: Exempt, pursuant to CEQA Guidelines §15301, Class 1, Existing Facilities

RECOMMENDATION: Conditional Approval. Findings are included as Attachment 1 and Conditions of Approval are included as Attachment 2



BACKGROUND

On September 27, 2017, the Planning Commission granted approval of a Major Use Permit to Ukiah Valley Holistics, Inc. (dba Cannavine) to allow the operation of a medical marijuana dispensary (Permit # 17-2841). On December 20, 2018 the Zoning Administrator approved an amendment to the Use Permit (Permit # 18-3809), adding adult use. In addition, the Use Permit was renewed on December 20, 2018 (Permit # 18-4111) and December 18, 2019 (Permit # 19-4970). The dispensary opened in February, 2019. Per UCC §5704, dispensary Use Permits have a one-year term from the time they are issued, after which they may be renewed subject to staff review and approval by the Zoning Administrator.

PROJECT DESCRIPTION

An application was received from Hrant Ekmekjian of Ukiah Valley Holistics, Inc. dba Cannavine, for renewal of the dispensary Use Permit. No changes to the operation of the dispensary or Use Permit are proposed. All original Conditions of Approval are applicable to the proposed renewal, and will remain in effect. Application materials are included as Attachment 3.

SETTING

The project site is located in the Airport Business Park within an existing commercial/retail shopping center. The existing building housing the dispensary was constructed in 2006 and contains three storefronts. Forty (40) shared parking spaces are located on site for the building tenants. Below, Table 1 provides a summary of surrounding land uses and a Figure 1 identifies the project site.

Table 1: Surrounding Land Uses				
	General Plan	Zoning	Lot Sizes	Uses
North	Master Plan Area (MPA)	Light Manufacturing Mixed Use	±1.50 acres	Lodging/Retail
East	Master Plan Area (MPA)	Light Manufacturing Mixed Use	±0.5 acres	Retail/commercial
South	Master Plan Area (MPA)	Light Manufacturing Mixed Use	±1.62 acres	Retail/commercial
West	Master Plan Area (MPA)	Public Facilities (PF)	± 37 acres	City Corporation Yard Ukiah Municipal Airport

Figure 1. Project Location



AGENCY COMMENTS

The permit renewal application was sent to the Ukiah Police Department for review and comment. The Police Department reported no significant issues with the dispensary (see Attachment 4). The Use Permit renewal is subject to all original Conditions of Approval (see Attachment 2).

STAFF ANALYSIS

GENERAL PLAN. The General Plan Land Use designation of the subject property is Master Plan Area (MPA). MPAs are intended to cover land proposed for specific plans, area plans, or as planned unit developments. The project site carries a zoning designation of Planned Development (PD) for the Airport Industrial Park (AIP; governed by Ordinance No. 1178, adopted by the City Council on June 21, 2017). Within the AIP-PD, the project site is zoned Light Manufacturing/Mixed Use which generally applies to lands west of Airport Park Boulevard and south of Commerce Drive. The existing retail use is consistent with uses of the Light Manufacturing/Mixed Use designation.

ZONING. Cannabis retail is allowed with approval of a Major Use Permit in the AIP Planned Development – Light Manufacturing Mixed Use zoning district. Pursuant to §5704 of the City



Code, dispensary Use Permits expire one year from the date of issuance. As previously described, the original Use Permit was approved in 2017 and renewed in 2018 and 2019. No changes to dispensary operations or the Use Permit are proposed.

In determining whether to renew a dispensary Use Permit, the Zoning Administrator must consider specific criteria. Renewal criteria, as well as Staff's analysis of consistency are included in Table 2 below. Information from the Police Department has been included in the analysis (see Attachment 4); no additional requirements have been suggested.

Table 2: Criteria for Permit Renewal	
Criteria	Staff Analysis
1. Whether the dispensary operated by the permittee has generated an excessive number of calls for police service compared to similarly situated businesses of the same size as the dispensary.	According to the Police Department there was one call for service, but there have not been significant numbers of calls for police service, crimes or arrests in the area or to the existing dispensary location.
2. Whether there have been excessive secondary criminal or public nuisance impacts in the surrounding area or neighborhood, including, but not limited to, disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, littering, loitering, illegal parking, loud noises, or lewd conduct.	This dispensary location is not identified as having significant crime issues based upon crime reporting statistics as maintained by the Police Department.
3. Whether the dispensary operated by the permittee has a history of inadequate safeguards or procedures that show it is likely that it will not comply with the operating requirements and standards in this chapter.	All measures have been incorporated into the approved Operating and Security plans and executed by the dispensary to ensure compliance with state and local regulations.
4. Whether the dispensary has failed to pay fees, penalties, or taxes required by this code or has failed to comply with the production of records or other reporting requirements of this chapter.	All applicable fees have been paid in a timely manner.
5. Whether it appears that the permittee has, in its renewal application, provided a false statement of material fact or has knowingly omitted a material fact.	The application appears to be true and accurate to the best of staff's knowledge.
6. Whether the renewal applicant or one or more of its officers, employees, partners,	All employees of the business have been finger printed and subject to a Live Scan



managers or members with management responsibilities ("managers") has been convicted of a felony, or has engaged in misconduct that is substantially related to the qualifications, functions or duties of a dispensary operator. A "conviction" within the meaning of this chapter means a plea or verdict of guilty, or a conviction following a plea of nolo contendere. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any Manager has been convicted of a felony, if the person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar Federal statute or State law where the expungement was granted.	background process. Live Scans were secured on the original applicants as well as all listed employees provided in the renewal application materials. The Police Department confirmed that all employees have active Live Scans. In addition, the Police Department has not been notified of any criminal activity associated with the applicants or employees.
7. Whether the renewal applicant or dispensary has previously or is currently engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.	Staff is unaware of any unlawful or fraudulent business practices associated with the applicant or business.
7A. That the dispensary Use Permit is consistent with the intent of the Compassionate Use Act of 1996, the Adult Use of Marijuana Act (AUMA), the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA), and related State law, the provisions of this chapter and the City Code, including the application submittal and operating requirements herein.	The dispensary Use Permit is consistent with the City Code which is consistent with related State law. In addition, the applicant has obtained a State license to operate the dispensary.
7B. That the dispensary location is not identified as having significant crime issues (e.g., based upon crime reporting statistics as maintained by the Police Department).	No significant crime issues have been reported by the Police Department.
7C. That there have not been significant numbers of calls for police service, crimes or arrests in the area or to an existing dispensary location.	There have not been significant numbers of calls for police service, crimes or arrests in the area or to an existing dispensary location.
7E. That all required application materials have been provided and/or the dispensary has operated successfully in a manner that shows it would comply with the operating	All application materials have been provided and the dispensary is operating successfully.



requirements and standards specified in this chapter.	
7F. That all required application or annual renewal fees have been paid and reporting requirements have been satisfied in a timely manner.	Application fees have been paid on time and reporting requirements are satisfactory.
7G. That the location is not prohibited by the provisions of this chapter or any local or State law, statute, rule or regulation and no significant nuisance issues or problems are anticipated or have resulted from dispensary operations.	The location of the dispensary is compliant with the local and state minimum distance requirements from schools (600 ft), as well as other cannabis retailers and youth oriented facilities (250 ft).
7H. That the site plan, floor plan, and security plan have incorporated features necessary to assist in reducing potential crime-related problems and as specified in the operating requirements in section 5708 of this code. These features may include, but are not limited to, security on site; procedure for allowing entry; openness to surveillance and control of the premises, the perimeter, and surrounding properties; reduction of opportunities for congregating and obstructing public ways and neighboring property; illumination of exterior areas; and limiting furnishings and features that encourage loitering and nuisance behavior.	The approved Site plan, Floor Plan, Security Plan, and Operations Plan were found to be adequate at the time of the original and amended Use Permit. There are no proposed changes to any of the associated plans, and no additional requirements have been suggested by the Police Department.
7I. That no dispensary use, owner, operator, permittee, agent, or employee has violated any provision of this chapter including grounds for suspension, modification or revocation of a permit.	There have been no violations by the owner, operator or employees of the business.
7J. That all reasonable measures have been incorporated into the plan and/or consistently taken to successfully control the establishment's patrons' conduct resulting in disturbances, vandalism, crowd control inside or outside the premises, traffic control problems, marijuana use in public, or creation of a public or private nuisance, or interference with the operation of another business.	The approved Site plan, Floor Plan, Security Plan, and Operations Plan were found to be adequate at the time of the original and amended Use Permit. There are no proposed changes to any of the associated plans, and no additional requirements have been suggested by the Police Department.



7K. That the dispensary would not adversely affect the health, peace or safety of persons living or working in the surrounding area, overly burden a specific neighborhood with special needs or high impact uses, or contribute to a public nuisance; or that the dispensary has resulted in repeated nuisance activities including disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct, or police detentions or arrests.	The determination was made in the analysis of the original and amended Use Permit that the proposed dispensary would not have an adverse effect on the neighborhood and since operations began has had no impact on surrounding neighborhoods. As previously discussed, no significant issues have been reported by the Police Department at this location.
7L. That any provision of the City Code or condition imposed by a City issued permit, or any provision of any other local or State law, regulation, or order, or any condition imposed by permits issued in compliance with those laws has not been violated.	All original Conditions of Approval have been met and the dispensary has not violated any state or local requirements.
7M. That the applicant has not violated any local or State law, statute, rule or regulation respecting the distribution, possession, or consumption of marijuana.	All original Conditions of Approval have been met and the dispensary has not violated any state or local requirements.
7N. That the applicant has not knowingly made a false statement of material fact or has knowingly omitted to state a material fact in the application for a permit.	Staff is not aware of any false statements of material fact in the permit application.
7O. That the applicant, his or her agent or employees, or any person who is exercising managerial authority on behalf of the applicant has not been convicted of a felony, or of a misdemeanor involving moral turpitude, or has engaged in misconduct related to the qualifications, functions or duties of a permittee.	The Police Department has not been notified of any criminal activity associated with the applicants or employees.
7P. That the applicant has not engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.	Staff is unaware of any unlawful or fraudulent business practices associated with the applicant or business.
7Q. That adequate parking for medical cannabis dispensaries will be provided at a rate of one space for every two hundred (200)	40 parking spaces are provided for the commercial center. Parking was determined to



gross square feet of retail space, office space, and similar floor areas, pursuant to subsection 9198F1 of this code. Furthermore, that adequate parking for cannabis retailers generally will be provided at a rate of one space for every two hundred fifty (250) square feet of gross, leasable space, pursuant to subsection 9198B1 of this code. However, if the dispensary to be operated by the applicant does not dispense cannabis to patients or eligible adult use patrons on site but services qualified patients and patrons through deliveries in compliance with section 5717 of this code, then adequate parking will be provided at a rate of one space for every four hundred (400) square feet of gross leasable space, pursuant to subsection 9198G3 of this code.	be adequate when reviewing the original and amended Use Permit.
--	---

The dispensary is consistent with Division 6, Chapter 8, *Cannabis Retailers*, of the Ukiah City Code. Based on this analysis, Staff finds all criteria to issue the Use Permit renewal has been met.

ENVIRONMENTAL REVIEW

The proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to §15301 Class 1, Existing Facilities, which consists of the operation, repair, maintenance, leasing, licensing, or minor alteration of existing public or private structures. The key consideration is whether the project involves negligible or no expansion of an existing use. Based on the following, the proposed project is eligible to use this exemption.

- The site is developed with an existing building and parking lot, and utilities and services are already available at the site.
- The proposed renewal would continue operations of the existing dispensary; No expansion of the existing building footprint is proposed; and
- The location is not environmentally sensitive and does not include any drainage courses or bodies of water (such as creeks or streams).

PUBLIC NOTICE



A notice of public hearing was provided in the following manner, as required by UCC §9262(C):

- Posted in two places on the project site on December 29, 2020;
- Mailed to property owners within 300 feet of the project site on December 29, 2020;
- Published in the Ukiah Daily Journal on January 2, 2021; and
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing.

As of the writing of this staff report no correspondence had been received as a result of the public notice.

RECOMMENDATION

Staff recommends the Zoning Administrator 1) conduct a public hearing; 2) approve the Ukiah Valley Holistic, Inc. dba Cannavine Use Permit Renewal based on the facts and findings found in the Staff Report and Findings, and subject to the Draft Conditions of Approval.

ATTACHMENTS

1. Draft Use Permit Renewal Findings
2. Draft Use Permit Renewal Conditions of Approval
3. Application Materials
4. Project Comments from Ukiah Police Department

**DRAFT USE PERMIT FINDINGS FOR
RENEWAL OF AN EXISTING CANNABIS DISPENSARY USE PERMIT AT
1230 AIRPORT PARK BOULEVARD SUITE C, APN 180-080-81
FILE NO: 20-5823**

The following findings are supported by and based on information contained in the approved Major Use Permit (# 17-2841), Minor Amendment (#18-3809), and Renewals (#18-4111 & 19-4970), as well as information contained within this staff report, the application materials and documentation, and the public record, in accordance with UCC Section 9262.

1. The project, as conditioned, is consistent with the goals and policies of the General Plan for commercial and economic development.
2. The project, as conditioned, is consistent with Division 6, Chapter 8, *Cannabis Retailers*, of the Ukiah City Code as described in the staff report.
3. Pursuant to City Code Sections 5704 and 5710, the proposed renewal was reviewed by Planning staff and the Police Department; it has been determined that the criteria for renewal of a dispensary Use Permit has been met.
4. The existing dispensary Use Permit and Minor Amendment were determined to be compatible with surrounding land uses and will not be detrimental to the public's health, safety and general welfare. No changes to the dispensary or Use Permit are proposed.
5. The proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 Class 1, Existing Facilities which consists of the operation, repair, maintenance, leasing, licensing, or minor alteration of existing public or private structures. The key consideration is whether the project involves negligible or no expansion of an existing use. Based on the following, the proposed project is eligible to use this exemption.
 - The site is developed with an existing building and parking lot, and utilities and services are already available at the site.
 - The proposed renewal would continue operations of the existing dispensary; No expansion of the existing building footprint is proposed; and
 - The location is not environmentally sensitive and does not include any drainage courses or bodies of water (such as creeks or streams).

A notice of public hearing was provided in the following manner, as required by UCC §9262(C):

- Posted in two places on the project site on December 29, 2019;
- Mailed to property owners within 300 feet of the project site on December 29, 2019;
- Published in the Ukiah Daily Journal on January 2, 2021; and
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing.

**DRAFT CONDITIONS OF APPROVAL FOR
RENEWAL OF AN EXISTING CANNABIS DISPENSARY USE PERMIT AT
1230 AIRPORT PARK BOULEVARD SUITE C, APN 180-080-81
FILE NO: 20-5283**

This annual renewal of a dispensary Use Permit is granted to Ukiah Valley Holistics, Inc. dba Cannavine. The Conditions of Approval from the original approved Major Use Permit (# 17-2841), Minor Amendment (#18-3809), and Renewals (#18-4111 & 19-4970) shall be applicable to the renewal and will remain in effect.

The dispensary Use Permit is subject to the following Conditions of Approval.

From the Planning Division

1. Approval is granted to allow the operation of a dispensary as described in the application and operational documents approved by the Planning Commission on September 27, 2017 and the Zoning Administrator on December 20, 2018 and December 18, 2019. Any modifications to the plans contained within the previously approved documents may require an amendment to this dispensary Use Permit, as determined by the Community Development Director and the Chief of Police.
2. No special events are permitted on-site. If the applicant wishes to hold events, they must contact the Community Development Department; additional permits or approvals may be required.

Conditions of Approval from the original Use Permit(s) are listed below.

3. All operations of the dispensary shall be in conformance with Division 6, Chapter 8, *Cannabis Retailers*, of the Ukiah City Code.
4. Hours of operation are limited to 9:00 a.m. to 9:00 p.m. seven days a week. If the applicant wishes to hold special events at the site, they must submit a request in writing to the Community Development Department for approval.
5. The application along with supplemental exhibits, plans and related material shall be considered elements of this entitlement and that compliance therewith be mandatory, unless a modification has been approved by the Zoning Administrator.
6. Per Section 5704 of the UCC this Dispensary Use Permit is valid for one-year. Dispensary Use Permits may be renewed on an annual basis by the Zoning Administrator following the procedure described in Section 5704 of the UCC.
7. A copy of a valid State License to operate the dispensary shall be submitted to the Community Development Department.

8. On-site consumption is not permitted.
9. This Use Permit is valid for dispensary operations only. If the applicant wishes to include other operational components, they must contact the Community Development Department and obtain all required permits/approvals.

From the Fire Marshal

10. All exit doors shall be equipped with lighted exit signage and emergency lighting with a battery backup.
11. Main entry door must swing in direction of egress travel "out".
12. There may be other minor Fire Code additions when plans are submitted, ie. Address location, and the need for additional fire extinguishers.

From the Building Official

13. A building permit is required for any interior or exterior modifications to the building deemed necessary for operation of the facility.

From Police Department

14. In the event of a change in ownership or management of the business, the City shall be notified of the change in ownership/management. The new ownership/management shall meet with the Planning Department and Police Department to review the conditions of this Dispensary Use Permit. The new ownership shall indicate in writing of any modifications to the uses allowed by this Dispensary Use Permit and shall identify the proposed modifications. Any proposed modifications shall be reviewed by the Planning Department and Police Department. The Planning Director shall determine if the proposed modifications are consistent with the Dispensary Use Permit or require approval by the Planning Commission.
15. No minors are allowed on the premises.
16. The facility will be open to inspection at all times while the business is open and the Ukiah Police Department will not be denied access.
17. Prior to occupancy the applicant shall contact the Ukiah Police Department for a walk through the premises.
18. Per Section 5708 H 9 UCC of the Medical Marijuana Dispensaries Ordinance. Upon final approval of the project a prior to start of operations the police department shall be provided with the names, e-mail addresses, phone number and facsimile number of an on-site community relations staff person to whom one can provide notice if there are operating problems associated with the dispensary.

19. The applicant shall comply with the recommendations provided in the Crime Prevention through Environmental Design (CPTED) Site Survey dated August 20, 2018.
20. Upon final approval of project and prior to start of operations the police department shall be provided with the name, e-mail address, phone number and facsimile number of an on-site community relations staff person to whom one can provide notice if there are operating problems associated with the dispensary. This is required under 5708 H 9 UCC.
21. Onsite security personnel not be armed with any firearm unless applicant can identify an articulable reason for having armed security.

From Public Works

22. All applicable Ukiah Valley Sanitation District sewer connection fees shall be paid at the time of building permit issuance.

From the Electric Utility

23. The business will be served from the existing Main Switch Board and a 300 kva 3-phase transformer that serves multiple addresses within the same building location. Should the project need to upgrade to a larger panel or increase the electric load in the future, the applicant shall contact the Electric Utility Department.
24. All future site improvements shall be submitted to the Electric Utility Department for review and comment, at which time specific service requirements, service voltage and developer costs and requirements will be determined.
25. The developer shall provide EUSERC-approved electrical equipment that will be used on the project.
26. The developer shall provide projected load calculations to the EUD.
27. The developer/customer shall incur all costs of this future project to include labor, materials, and equipment.

Standard City Conditions of Approval

28. Business operations shall not commence until all permits required for the approved use, including but not limited to business license, tenant improvement building permit, have been applied for and issued/finaled.
29. No permit or entitlement shall be deemed effective unless and until all fees and charges applicable to this application and these conditions of approval have been paid in full.
30. The property owner shall obtain and maintain any permit or approval required by law, regulation, specification or ordinance of the City of Ukiah and other Local, State, or Federal agencies as applicable. All construction shall comply with all fire, building,

electric, plumbing, occupancy, and structural laws, regulations, and ordinances in effect at the time the Building Permit is approved and issued.

31. A copy of all conditions of this Dispensary Use Permit shall be provided to and be binding upon any future purchaser, tenant, or other party of interest.
32. All conditions of approval that do not contain specific completion periods shall be completed prior to occupancy.
33. This Dispensary Use Permit may be revoked through the City's revocation process if the approved project related to this Permit is not being conducted in compliance with these stipulations and conditions of approval; or if the project is not established within two years of the effective date of this approval; or if the established use for which the permit was granted has ceased or has been suspended for 24 consecutive months.
34. This approval is contingent upon agreement of the applicant and property owner and their agents, successors and heirs to defend, indemnify, release and hold harmless the City, its agents, officers, attorneys, employees, boards and commissions from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application. This indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the City's action on this application, whether or not there is concurrent passive or active negligence on the part of the City. If, for any reason any portion of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect.
35. That the applicant must obtain and maintain any required licenses and any other regulatory licenses required to operate exactly as described by the applicant as submitted with the Dispensary Use Permit application. Copies of any licenses obtained be supplied to the City for inclusion in the use permit file with the City.



November 13, 2020

City of Ukiah
Mireya Turner
Planning Department
300 Seminary Avenue
Ukiah, CA 95482-5400

RE: **Medical and Adult Use Dispensary Permit #2841 Renewal Application For Ukiah Valley Holistics, Inc. dba Cannavine pursuant to the City's Municipal Code Division 6 Chapter 8 Section 5709(G).**

Dear Ms. Turner ,

Ukiah Valley Holistics, Inc. dba Cannavine ("Cannavine" or the "Applicant") hereby requests a renewal for their medical and adult use dispensary with the submission of the Use Permit Renewal Application. Cannavine is not requesting to make any oriental changes from the procedures previously approved.

Cannavine looks forward to continuing to provide the residents of the City of Ukiah ("City") With a first- class model for dispensing safe and affordable medical and recreational cannabis.

Thank you for providing our business with the opportunity to serve the residents of this great city. We are available for any and all questions or concerns as they relate to this application.

Respectfully Submitted ,

Hrant Bkmekjian



City of Ukiah

Community Development Department
Planning Division
300 Seminary Ave., Ukiah CA 95482
Email: planning@cityofukiah.com
Web: www.cityofukiah.com
Phone: (707) 463-6268
Fax: (707) 463-6204

Planning Permit Application Project #20-5823

PROJECT NAME Ukiah Valley Holistics Inc DBA Cannavine			
PROJECT ADDRESS/CROSS STREETS 1230 Airport Park Blvd, Suite C, Ukiah, CA 95482		AP NUMBER(S) 180-080-81-00	
APPLICANT/AUTHORIZED AGENT Grant Ekmekjian	PHONE NO. (707) 599-1831	FAX NO.	E-MAIL ADDRESS Ukiahvalleyholistics@gmail.com
APPLICANT/AUTHORIZED AGENT ADDRESS		CITY	STATE/ZIP
PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT Guillon Peterson Enterprises LLC	PHONE NO. 530-897-6452	FAX NO.	E-MAIL ADDRESS jennifer@gspropertymanagement.com
PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT 2550 Lakewest Dr, Suite 50		CITY Chico	STATE/ZIP CA, 95928
HAS YOUR PROJECT RECEIVED A PRELIMINARY REVIEW? ☒ YES ☐ NO			
☐ AIRPORT LAND USE COMM. DETERMINATION REFERRAL 100.0800.611.003	\$	☐ REZONING - PLANNED DISTRICT 100.0800.611.001	\$
☐ ANNEXATION 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT - AMENDMENT 100.0400.449.001	\$
☐ APPEAL 100.0400.449.001	\$	☐ SITE DEVELOPMENT PERMIT - MAJOR 100.0400.449.001	\$
☐ GENERAL PLAN AMENDMENT 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT - MINOR 100.0400.449.001	\$
☐ MURAL PERMIT 100.0400.449.001	\$	☐ SPECIFIC/MASTER PLAN 100.0800.611.003	\$
☐ PRE-DEVELOPMENT MEETING 100.0800.611.003	\$	☐ MINOR SUBDIVISION/TENTATIVE PARCEL MAP (4 OR FEWER LOTS) 100.0800.610.001	\$
☐ STAFF RESEARCH (MORE THAN 1 HOUR) 10023100.41153	\$	☐ MAJOR SUBDIVISION/TENTATIVE SUBDIVISION MAP (5 OR MORE LOTS) 100.0800.610.001	\$
☐ LOT LINE ADJUSTMENT OR MERGER 100.0800.610.001	\$	☐ OTHER	\$
COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO. \$ MAJOR PERMIT DEPOSIT: \$ FILING DATE:			
COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO. \$		MINOR PERMIT FEE: \$ TOTAL AMOUNT PAID: \$	
COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO. \$		TOTAL FEE: \$ RECEIPT NUMBER:	
APPLICATION NUMBER(S):			

Recommendation: Prior to submitting an application, discuss your project with Staff to discover what fees (sewer, water, in-lieu park fees, traffic impact fees, etc.) may be required for your project. Also, ask about street tree requirements, required sidewalk repairs, drainage issues, storm water mitigation requirements, frontage improvements, etc.

Project Description

Please attach a written project description including summary of work (both interior and exterior for construction and operation) and/or business proposed. The purpose of the project description is to assist Staff in understanding the project. The project description will also be included in the Staff Report required to review (and ultimately approve or deny) the planning permit. Providing complete information will help expedite the project review process and in determining what additional information, if any, related to the project and required environmental review is required.

Environmental Review and Reports

Please be aware that projects are required to comply with the California Environmental Quality Act (CEQA). Projects will be reviewed by Staff for compliance with CEQA and Staff will determine the appropriate CEQA document to prepare for the project (exemption, negative declaration, etc.). In order to make this determination, specific reports (traffic, arborist, soils, etc.) and or additional information may be required.

Use Information

Please provide the following information related to the use of the site and building:

Description of Building & Site			
Parcel Size: <u>75,324 SF</u>	Building Size: <u>15,203 SF</u>	Number of Floors: <u>1</u>	
Use of Building (check all that apply)	Description	Square Footage	Number of Units/Suites
☐ Office (business/professional)			
☐ Office (medical/dental)			
☒ Retail	<u>Cannabis Retail Dispensary</u>	<u>2986</u>	<u>1 of 3</u>
☐ Light Industrial			
☐ Residential			
☐ Other:			
Operating Characteristics			
Days and Hours of Operation: <u>Monday - Sunday 9AM - 830 PM</u>			
Number of Shifts: <u>2</u>	Days and Hours of Shifts: <u>9-3 3-9</u>		
Number of Employees/Shift: <u>3-4</u>			
Loading Facilities: ☐ Yes ☐ No		Type/Vehicle Size:	
Deliveries: ☒ Yes ☐ No	Type: <u>Cannabis</u>	Number (day/week/month): <u>1-4/week</u>	Time(s) of Day: <u>9am - 12pm</u>
Outdoor areas associated with use? (check all that apply) ☐ Yes ☐ No	Sales area: ☒ Yes ☐ No Square Footage: <u>175</u>	Unloading of deliveries: ☒ Yes ☐ No Square Footage: <u>78.5</u>	Storage: ☐ Yes ☐ No Square Footage:
Noise Generating Use? ☐ Yes ☐ No	Description:		

To Be Completed by Staff

General Plan Designation:	Zoning District:	Airport Land Use Designation:
City's Architectural & Historic Inventory: ☐ YES ☐ NO	Age of Building:	Demolition Policy:
Hillside: ☐ YES ☐ NO	Flood Designation FIRM Map:	Flood Designation Floodway Map:
Tree Policies		
General Plan Open Space Conservation ☐ NO ☐ YES GOAL/POLICY #:	Community Forest Management Plan ☐ NO ☐ YES GOAL/POLICY #:	
Landscaping and Streetscape Design Guidelines ☐ NO ☐ YES GUIDELINE #:	Commercial Development Design Guidelines ☐ NO ☐ YES GUIDELINE #:	
Tree Protection and Enhancement Policy ☐ NO ☐ YES NOTES:	Tree Planting and Maintenance Policy ☐ NO ☐ YES NOTES:	
UCC: Street Tree Policy, Purpose and Intent ☐ NO ☐ YES NOTES:	Other:	
Notes		

Submittal Requirements

1. Items marked (X) are required for a complete application unless their deletion is approved by staff.
2. Other information may be required at the discretion of staff in order to fully evaluate the project and/or to conduct required environmental review for the project.
3. Please review the application packet prior to submittal to the City. Application packets that do not include the required materials may not be accepted for processing or may be deemed "Incomplete."

Submittal Document	Application Type								
	LLA/VM	GPA	PRELIM	REZ	REZ-PD	SDP	Sub/TM	UP	VAR
Project Description	X	X	X	X	X	X	X	X	X
Building Elevations (1)			X		X	X		X	X
Floor Plan			X		X	X		X	X
Grading and Drainage Plan and SUSMP (7)					X	X	X		
Landscape Plan (2)			X CONCEPT		X	X			X
Site Plan (3)	X	X	X	X	X	X		X	X
Details – Architectural						X			
Details – Fence					X	X		X	
Details – Sign					X	X		X	
Site Contours (4)					X	X	X		
Street Sections							X		
Tentative Map (6)							X		
Preliminary Title Report	X			X			X		
Colors & Materials Board			X CONCEPT		X	X			
Number of Plan Sets – Initial Submittal (5)									

- (1) **Building Elevations.** Drawing must include all elevations (front, rear, and sides) and identify materials and colors. One set of colored drawings is required.
- (2) **Landscape Plan.** Plan must show all proposed trees, shrubs, and ground covers. Location, size and species must be indicated.
- (3) **Site Plan.** Must be prepared to scale and include: a north arrow, all property lines, adjoining streets, creeks, ponds, drainage ditches, existing curb, gutter, and sidewalk, existing and proposed buildings (with square footage noted), parking spaces, all existing trees, existing and proposed fences, buildings on adjacent parcels, existing fire hydrants within 600- feet, access and utility easements (with widths), location and width of all easements (access, drainage, utility, etc.) location of existing and proposed trash enclosures, and the percentage of average slope of the property. Site contours may also be required (see table above).
- (4) **Site Contours.** When required, site contours should be indicated on the site plan and grading plan. A separate site contour plan is not required.
- (5) Staff will determine the number of plans needed for the initial submittal. Once the application is complete, the number of plans sets required for the public hearing will be determined by staff. Plans are required to be provided prior to the hearing.
- (6) See Minor Subdivision Submittal Requirements or Major Subdivision Submittal Requirements handout for Tentative Map requirements.
- (7) **SUSMP – Standard Urban Storm Water Mitigation Plan – Required unless specifically exempt (Consult with Public Works Staff)**

LLA – Lot Line Adjustment
 REZ – Rezoning
 TM – Tentative Map
 VAR – Variance

VM-Voluntary Merger
 REZ-PD- Rezoning to Planned Development
 Sub- Subdivision
 UP – Use Permit

Prelim – Preliminary Review
 SDP – Site Development Permit
 GPA- General Plan Amendment

I, Daniel E. Peterson, owner authorize Hrant Ekmekjian
to act on my behalf for this project and I have read and agree with all of the above (Application must be signed by
owner)

WSP 11/18/20
PROPERTY OWNER SIGNATURE DATE

I, Hrant Ekmekjian, am the ☐ Owner / ☐ authorized agent of the property
for which the development is proposed. The above information and attached documents are true and accurate to the
best of my knowledge.
I have read and agree with all of the above.

I hereby authorize employees of the City of Ukiah, the City's authorized agents, and persons with review or decision
making authority for the project to enter upon the subject property, as necessary, to inspect the premises, post notices,
and process this application.

I understand that conditions of approval may be placed on my project by the city of Ukiah and it is my responsibility to
fully understand the conditions and ask questions about them before action is taken on my planning permit.

[Signature] 11/18/20
☐ OWNER / ☒ AUTHORIZED AGENT DATE

INDEMNIFICATION AGREEMENT

As part of this application, the applicant agrees to defend, indemnify, and hold harmless the City of Ukiah, its agents,
officers, council members, employees, boards, commissions or Council from any claim, action or proceeding brought
against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void, or annul any
approval of the application or related decision, or the adoption or certification of any environmental documents or
negative declaration which relates to its approval. This indemnification shall include, but is not limited to, all damages,
costs, expenses, attorney fees or expert witness fees that may be awarded to the prevailing party arising out of it or in
connection with the approval of the application or related decision, whether or not there is concurrent, passive, or active
negligence on the part of the City, its agents, officers, council members, employees, boards, commissions of Council.
If for any reason, any portion of this indemnification agreement is held to be void or unenforceable by a court of
competent jurisdiction, the remainder of the agreement shall remain in full force and effect.

The City of Ukiah shall have the right to appear and defend its interests in any action through its City Attorney or outside
counsel. The applicant shall not be required to reimburse the City for attorney's fees incurred by the City Attorney of
the City's outside counsel if the City chooses to appear and defend itself in the litigation.

I have read and agree to all of the above.

Daniel E. Peterson
☒ PROPERTY OWNER / ☐ AUTHORIZED AGENT
(PLEASE PRINT NAME)
WSP 11/18/20
☒ PROPERTY OWNER / ☐ AUTHORIZED AGENT DATE
(SIGNATURE)

Revised 08/19/2019

Below are the responses to the requirements to the City's Municipal Code Division 6 Chapter 8 Section 5709(G) for the renewal of Ukiah Valley Holistics, Inc. dba Cannavine ("Cannavine") cannabis dispensary permit.

1. Number of patients or patrons served:

35,046 transactions

15,047 total unique customers

2. Detailed description of any adjustments and changes proposed or that have occurred in dispensary operations to address issues, or comply with laws.

There have been no adjustments or changes to Cannavine's dispensary operations. None are being requested at this time.

3. Identify any problems encountered during operations and how they have been addressed.

Cannavine has had zero problems since operations commenced.

4. Identify how the dispensary has managed its operations to comply with the operating requirements of this chapter with the State Law.

Cannavine has managed operations consistent with all standard operating procedures that were originally submitted and both approved by both the City and State.

From: [Sean Kaeser](#)
To: [Mireya Turner](#); [Noble Waidelich](#)
Subject: RE: Cannavine Retail Permit Renewal
Date: Tuesday, December 1, 2020 11:36:35 AM
Attachments: [image002.png](#)
[image003.png](#)

Mireya,

In response to your email all employees listed on the renewal have completed a background check (LiveScan). Per 9262 the responses are listed below under each section in bold;

B. That the dispensary location is not identified as having significant crime issues (e.g., based upon crime reporting statistics as maintained by the Police Department). **There are no significant crime issues related to this business/location.**

C. That there have not been significant numbers of calls for police service, crimes or arrests in the area or to an existing dispensary location. **There has been no significant increase in police calls for service to this business/location.**

G. That the location is not prohibited by the provisions of this chapter or any local or State law, statute, rule or regulation and no significant nuisance issues or problems are anticipated or have resulted from dispensary operations. **There has been no significant nuisance issues or problems at this business/location.**

J. That all reasonable measures have been incorporated into the plan and/or consistently taken to successfully control the establishment's patrons' conduct resulting in disturbances, vandalism, crowd control inside or outside the premises, traffic control problems, marijuana use in public, or creation of a public or private nuisance, or interference with the operation of another business.

There was one call for service due to subject smoking controlled substance in the parking lot on 09/01/20. This subject was unidentified as he/she left prior to officers arriving.

K. That the dispensary would not adversely affect the health, peace or safety of persons living or working in the surrounding area, overly burden a specific neighborhood with special needs or high impact uses, or contribute to a public nuisance; or that the dispensary has resulted in repeated nuisance activities including disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct, or police detentions or arrests. **There has been no adverse impacts due to this business/location.**

M. That the applicant has not violated any local or State law, statute, rule or regulation respecting the distribution, possession, or consumption of marijuana. **The police department has no reports of any local or State law, statute, rule or regulation respecting the distribution or possession being violated by this business. The police department has received only one complaint regarding consumption of marijuana at this location as noted under "J".**

O. That the applicant, his or her agent or employees, or any person who is exercising managerial authority on behalf of the applicant has not been convicted of a felony, or of a misdemeanor involving moral turpitude, or has engaged in misconduct related to the qualifications, functions or duties of a permittee. **The police department has not been notified of the applicant, his or her agent or employees, or any person who is exercising managerial authority on behalf of the applicant of being convicted of a felony, or of a misdemeanor involving moral turpitude, or has engaged in misconduct related to the qualifications, functions or duties of a permittee.**

P. That the applicant has not engaged in unlawful, fraudulent, unfair, or deceptive business acts or

practices. **The police department has not been notified of the applicant engaging in unlawful, fraudulent, unfair, or deceptive business acts or practices.**

Sean Kaeser
Captain
Ukiah Police Department
300 Seminary Ave.
Ukiah, Ca. 95482
Office: (707) 463-6254
Fax: (707) 462-6068
Email Address: skaeser@cityofukiah.com



CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Mireya Turner
Sent: Wednesday, November 25, 2020 10:53 AM
To: Sean Kaeser <skaeser@cityofukiah.com>; Noble Waidelich <nwaidelich@cityofukiah.com>
Subject: Cannavine Retail Permit Renewal

Good morning,
Cannavine (Ukiah Valley Holistics) has submitted an annual permit renewal application (attached). Below is the list of questions we will need to address in the staff report. Your review and comments no later than December 9th are greatly appreciated.

We also need your assistance confirming whether all the employees have completed live scans. They aren't proposing any changes to their operating or security plans.

In addition to the findings required in section 9262 of this code, the Planning Commission shall consider the following criteria in determining whether to grant or deny a dispensary use permit, and the Zoning Administrator shall consider the following criteria in determining whether to grant or deny renewals of a dispensary use permit:

- B. That the dispensary location is not identified as having significant crime issues (e.g., based upon crime reporting statistics as maintained by the Police Department).
- C. That there have not been significant numbers of calls for police service, crimes or arrests in the area

or to an existing dispensary location.

G. That the location is not prohibited by the provisions of this chapter or any local or State law, statute, rule or regulation and no significant nuisance issues or problems are anticipated or have resulted from dispensary operations.

J. That all reasonable measures have been incorporated into the plan and/or consistently taken to successfully control the establishment's patrons' conduct resulting in disturbances, vandalism, crowd control inside or outside the premises, traffic control problems, marijuana use in public, or creation of a public or private nuisance, or interference with the operation of another business.

K. That the dispensary would not adversely affect the health, peace or safety of persons living or working in the surrounding area, overly burden a specific neighborhood with special needs or high impact uses, or contribute to a public nuisance; or that the dispensary has resulted in repeated nuisance activities including disturbances of the peace, illegal drug activity, marijuana use in public, harassment of passersby, excessive littering, excessive loitering, illegal parking, excessive loud noises, especially late at night or early in the morning hours, lewd conduct, or police detentions or arrests.

M. That the applicant has not violated any local or State law, statute, rule or regulation respecting the distribution, possession, or consumption of marijuana.

O. That the applicant, his or her agent or employees, or any person who is exercising managerial authority on behalf of the applicant has not been convicted of a felony, or of a misdemeanor involving moral turpitude, or has engaged in misconduct related to the qualifications, functions or duties of a permittee.

P. That the applicant has not engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.

Cordially,



Mireya G. Turner, MPA

Planning Manager

Department of Community Development

300 Seminary Avenue, Ukiah, CA 95482

P: 707.463.6203

www.cityofukiah.com/community-development



DATE: January 12, 2021
TO: Zoning Administrator
FROM: Michelle Irace, Planning Manager
SUBJECT: Request for approval of a Minor Use Permit & Site Development Permit to improve an existing parking lot at 405 South Orchard Avenue within the Community Commercial (C1) Zoning District. APNs 002-340-24 & 25 File No. 16-2109.

SUMMARY

OWNER: Jerome & Melanie Blaha
417 A Talmage Road
Ukiah, CA, 95482

APPLICANT / AGENT: Lee Kramer
417 A Talmage Road
Ukiah, CA, 95482

REQUEST: Minor Use Permit & Site Development Permit to allow improvement of an existing parking lot

DATE DEEMED COMPLETE: December 14, 2020

LOCATION: South of East Perkins Street and north of Kings Court, in an existing gravel parking lot. 405 South Orchard Avenue; APNs 002-340-21 & 25

TOTAL ACREAGE: APN 002-340-24: 0.65 ac (28,314 sf)
APN 002-340-25: 0.47 ac (20,473 sf)

GENERAL PLAN: Commercial (C)

ZONING DISTRICT: Community Commercial (C1)

ENVIRONMENTAL DETERMINATION: Exempt, pursuant to CEQA Guidelines Article 19 Section 15304, Minor Alterations to Land, Class 4 and Section 15311, Accessory Structures (b)

RECOMMENDATION: Conditional Approval, based on Findings and subject to Conditions, included as Attachments 1 and 2.



BACKGROUND

The project proposes improvement to an existing parking lot at 405 South Orchard Avenue. The owners of the parcels have commercial buildings on the parcel directly east and south of the parking lot proposed for improvement, located at 620 and 630 Kings Court (APN 002-340-27). The number of tenants in these buildings vary with time and affect the need of parking. APN 002-340-25 is currently developed with commercial buildings and a paved parking lot. APN 002-340-24 currently contains a 15,700 sf gravel parking lot that is used as an overflow parking area. The tenants desire to improve the parking lot on APN 002-340-24 with pavement and striped spaces for efficient parking. In addition, a small portion of APN 002-340-25 would be improved with the project, as described below.

The proposed project was originally submitted in 2016 and was redesigned and submitted in 2020 based on comments received from the City Department of Public Works and the Design Review Board, as well as recommendations from consultation with an arborist to ensure protection of existing trees on-site (see Agency Comments section below).

PROJECT DESCRIPTION

An application has been received from Lee Kraemer for Zoning Administrator approval of a Minor Use Permit and Site Development Permit to improve an existing parking lot at 405 South Orchard Avenue. The project includes the following components (see Project Description in Attachment 3 and Site Plans in Attachment 4, as well as the Traffic Circulation Diagram included in Attachment 5).

- Approximately 12,055 sf of the existing gravel on APN 002-340-24 and approximately 775 sf of gravel on APN 002-340-25 would be improved with Hot-Mix Asphalt Paving.
- The parking lot would be striped to provide a total of 36 spaces:
 - o 26 standard spaces (19 ft x 9 ft), including two accessible spaces; and
 - o Eight compact (16 ft x 8 ft) spaces.
 - o Two bus parking spaces (30 ft x 10 ft).
- A minimum of two bicycle parking spaces will be provided.
- Access to APN-24 is provided from South Orchard Avenue, via an existing 30-foot-wide easement over APN-25 (as shown on Sheet 1 of the Site Plans in Attachment 4). The 30-foot-wide easement serves as a two-way access and egress for both APN-24 and APN-25. Within the limits of the 30-foot-wide easement, parking circulation can enter and exit the proposed parking spaces on APN-24 and the existing spaces on APN-25. See Attachment 5, Traffic Circulation Diagram.
- Low Impact Design (LID) features will consist of two rain gardens, three tree wells, two bioswale segments, two relief drains with pervious trenches, and four infiltration trenches (see Sheet 3 of the Site Plans in Attachment 4). The existing parcel is surfaced with



approximately 65.5% gravel or pavement, both of which are relatively impermeable. The proposed project will reduce the amount of impermeable area to approximately 49.3% of the area and add approximately 6% of Low Impact Design features, in addition to 13% new landscaped areas, resulting in a net reduction of impermeable area of approximately 19% on the subject property.

- Approximately 4,400 square feet of existing gravel will be scraped off to leave natural soil, where landscape planting will be done outside the dripline of the existing oak trees.
- No trees would be removed and avoidance areas under the existing drip lines have been identified (Sheet 2 of the Site Plans in Attachment 4) to ensure protection of the existing Valley Oak trees.
- Two High Valley Oak trees would be planted within the parking lot.
- Street trees (Ginko Biloba or other City-approved trees) will be planted along South Orchard Avenue at an interval of 30 ft.
- Sidewalk, gutter and curbs will be improved along the South Orchard Avenue frontage.
- Construction would take approximately 90 days. Straw waddles and other construction Best Management Practices will be implemented (see Erosion Control Plan on Sheet 4 of Attachment 4).
- No new lighting or signage is proposed at this time.

SETTING

The main project parcel (APN 002-340-24) contains an existing 15,700 sf gravel parking lot. The parking lot itself does not contain any trees but large Valley Oaks exist around the perimeter. Gibson Creek traverses west to east along the northern portion of the site; an existing 10 ft wide paved pathway (easement) is located between the parking lot and the creek. In addition, an existing garden is located at the south-easternmost portion of the parcel. The parking lot is currently used as overflow parking for commercial parcels located to the south, which are developed with paved parking lots and commercial buildings.

The parcels are surrounded by commercial use on all sides, with the exception of parcels to the west, which are developed with single family homes. A summary of surrounding land uses is provided below in Table 1, an aerial image of the site is provided in Figure 1, and a zoning designation map is provided in Figure 2.

Table 1: Surrounding Land Uses			
	GENERAL PLAN	ZONING	USES
North	Commercial (C)	Community Commercial (C1)	Commercial
East	C	C1	Commercial
South	C	C1	Commercial
West	Low Density Residential (LDR)	Single Family Residential (R1)	Residential

Figure 1. Aerial Map

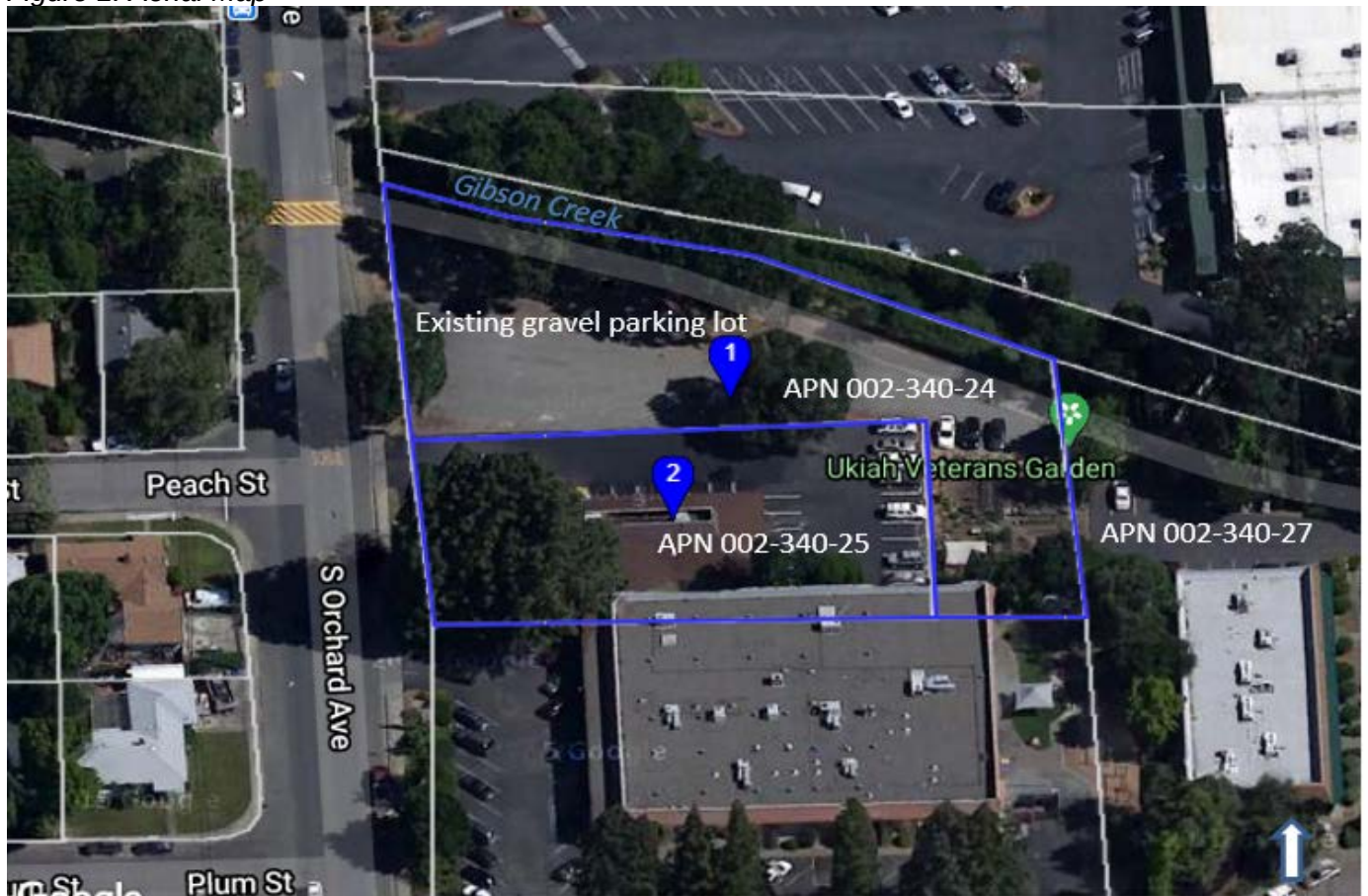
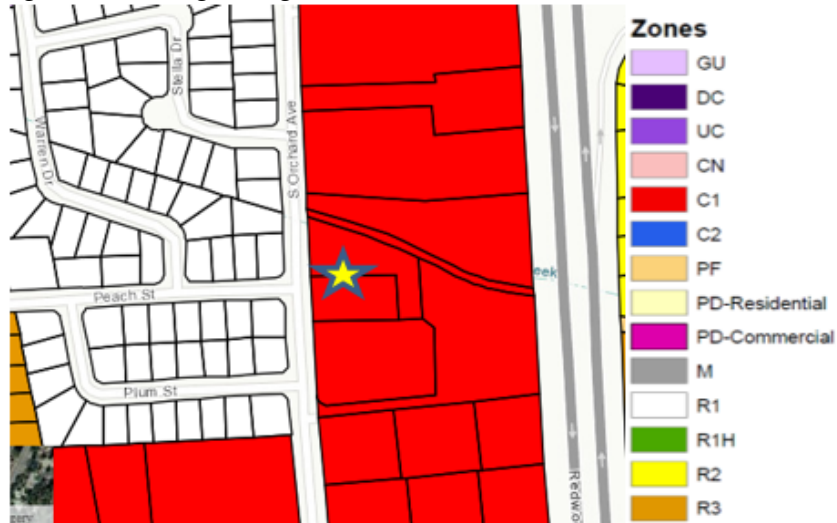


Figure 2. Zoning Designation



AGENCY COMMENTS

The project was originally sent for referral and comment in 2016 to the following responsible or trustee agencies with jurisdiction over the project: Ukiah Valley Fire Authority, City of Ukiah Public Works Department, City of Ukiah Building Department, and the City's Electric Utility Department. Additional reviews of the site plans, sidewalk, gutter and curb improvements, and LID features have been conducted by the Public Works Department in 2020. The agencies' comments are included in Attachment 6 and recommended Conditions of Approval are contained in Attachment 2.

The project was reviewed by the Design Review Board (DRB) on September 15, 2016. The DRB recommended the project for approval with the following recommendations. Minutes from the DRB meeting are included as Attachment 7.

- Addition of two bicycle parking spaces.
- Addition of accessibility pathway to adjacent buildings.
- Consultation with an arborist to ensure protection of the existing Valley Oak trees and appropriate species for planting.

In response to DRB recommendations the applicant has added two bicycle parking spaces and included an accessibility pathway, as well as the required accessible parking spaces. In 2012, Jacobzoon and Associates prepared a Shade Protection Plan for the parking lot and suggested



the two oak trees be planted in the parking lot to ensure the parking lot would be a minimum of 50% shaded. In 2020, the applicant also consulted with an arborist who inventoried all trees on-site, suggested species to be planted, as well as tree protection Best Management Practices tree protection recommendations have been included as Conditions of Approval. In addition, (see Tree Protection Memo and Shade Protection Plan in Attachment 8).

STAFF ANALYSIS

GENERAL PLAN. The General Plan land use designation for the parcel is Commercial. This land use designation identified lands where commercial uses may locate. The project is consistent with the following goals relating to parking facilities of the General Plan:

- **Goal CT-12:** Increase the convenience and attractiveness of off-street parking.
- **Policy CT-12.1:** Eliminate on-street parking along segments of City arterial streets where appropriate.
- **Goal OC-16:** Design parking facilities to reduce runoff and surface water contamination.
- **Implementation Measure OC-37.2(c):** The Land Development Code shall require that new access roads and parking areas shall be covered with pavement or other appropriate material to reduce or eliminate dust.
- **Implementation Measure CT-13.1(a):** In the Land Development Code include requirements for parking lot landscaping that encourage the use of landscaping to provide a plant-based separation between parking and parcel lines, and to ensure that there are shade trees in the aisles of large parking lots. The Land Development Code shall define more precise standards designed to implement these guidelines and still ensure developer flexibility.

ZONING ORDINANCE. The project is in the Community Commercial (C1) zoning district, which intended to provide a broad range of commercial land use opportunities along the primary transportation corridors within the City and provide flexibility for commercial development, and to encourage the establishment of community-wide commercial serving land uses, as described in Ukiah City Code (UCC) Section 9080.

Use Permit. UCC Section 9082 lists parking lots as uses allowed with approval of a Use Permit. In accordance with UCC Section 9262(E), the Zoning Administrator shall make the following findings when acting to approve a Use Permit:

1. The proposed land use is consistent with the provisions of the Zoning Code, as well as the goals and policies of the City General Plan.

The site is zoned Community Commercial (C1) and currently contains an existing gravel parking lot within a commercial area that would be improved to serve adjacent commercial businesses. Parking lots are listed as permitted uses within the C1 zoning district and the

project complies with all applicable development standards. The proposed parking lot is also consistent with the goals, policies, and implementation measures pertaining to off-street parking identified within the General Plan such as: Goal CT-12; Policy CT-12.1; Goal OC-16; Implementation Measure OC-37.2(c); and Implementation Measure CT-13.1(a).

2. The proposed land use is compatible with surrounding land uses and shall not be detrimental to the public's health, safety and general welfare.

As mentioned in Finding No. 1, the existing parking lot is located in a largely commercially developed area and is compatible with surrounding land uses. The existing parking lot is currently used for overflow parking but does not contain identified parking spaces. The proposed parking lot improvements will establish identified orderly parking spaces, which will increase vehicular safety on the site. The project also includes improvements to the sidewalk and curb to facilitate pedestrian safety.

Site Development Permit. Per UCC Section 9087, development projects in the C1 zoning district also require a Site Development Permit. In accordance with UCC Section 9263(E), the Zoning Administrator shall make the following findings when acting to approve Site Development Permit applications:

1. The proposal is consistent with the goals, objectives, and policies of the City General Plan.

The proposed parking lot is consistent with the goals, policies, and implementation measures pertaining to off-street parking identified within the General Plan such as: Goal CT-12; Policy CT-12.1; Goal OC-16; Implementation Measure OC-37.2(c); and Implementation Measure CT-13.1(a).

2. The location, size, and intensity of the proposed project will not create a hazardous or inconvenient vehicular or pedestrian traffic pattern.

The existing parking lot is currently used for overflow parking but does not contain identified parking spaces. The proposed parking lot improvements will establish identified orderly parking spaces, which will increase vehicular safety on the site. The project will use the existing driveway from South Orchard Avenue and also includes improvements to the sidewalk and curb to facilitate pedestrian safety.

3. The accessibility of off-street parking areas and the relation of parking areas with respect to traffic on adjacent streets will not create a hazardous or inconvenient condition to adjacent or surrounding uses.

See Finding No. 2 above.

4. Sufficient landscaped areas have been reserved for purposes of separating or screening the proposed structure(s) from the street and adjoining building sites, and breaking up and screening large expanses of paved areas.

No structures are proposed. However, the existing parcel is surfaced with approximately 65.5% gravel or pavement, both of which are relatively impermeable. The proposed project will reduce the amount of impermeable area to approximately 49.3% of the area and add approximately 6% of Low Impact Design features, in addition to 13% new landscaped areas, resulting in a net reduction of impermeable area of approximately 19% on the subject property.

5. The proposed development will not restrict or cut out light and air on the property, or on the property in the neighborhood; nor will it hinder the development or use of buildings in the neighborhood, or impair the value thereof.

The proposed project would not restrict air or light on the property, as existing street lights will remain and no new buildings are proposed. The proposed parking lot would facilitate use of the adjacent commercial buildings.

6. The improvement of any commercial or industrial structure will not have a substantial detrimental impact on the character or value of an adjacent residential zoning district.

The proposed parking lot does not include construction of a structure.

7. The proposed development will not excessively damage or destroy natural features, including trees, shrubs, creeks, and the natural grade of the site.

The project has been designed to preserve all oak trees on-site and includes planting two new trees within the parking lot, as well as street trees along South Orchard Avenue. Existing oak trees will be protected and enhanced by not allowing work within the drip lines and by the project resulting in less impermeable area over their root systems. Other tree protection measures have also been added as Conditions of Approval. In addition, Low-Impact Development features are incorporated into the project to control storm water runoff and protect Gibson Creek.

8. There is sufficient variety, creativity, and articulation to the architecture and design of the structure(s) and grounds to avoid monotony and/or a box-like uninteresting external appearance.

Not applicable.

Staff has found the project is consistent with the required findings for approval of a Minor Use Permit and Site Development Permit based on the above analysis, and as included in the Findings included in Attachment 1.

AIRPORT COMPATIBILITY. The parcel is located in compatibility zone B2 (Extended/Approach Departure) of the Ukiah Municipal Airport Master Plan and the County's Airport Comprehensive Land Use Plan (ACLUP). Low intensity retail and commercial uses are listed as uses normally acceptable in Table 7A of the ACLUP. In addition, parking lots are listed as compatible uses in Appendix D of the ACLUP for the B2 zone. Lastly, per the ACLUP, 60 people per acre are



permitted within the B2 zone for nonresidential uses. Because the project proposes to improve an existing parking lot with 36 parking spaces, the proposal meets the density for the B2 zone. Therefore, Staff has determined that the proposed parking lot improvement is consistent with the ACLUP, and in accordance with the City's adopted referral procedures the project was not sent to the Airport Land Use Commission for formal review.

ENVIRONMENTAL REVIEW

The proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19 Section 15304, Minor Alterations to Land, Class 4, which includes minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees. In addition, the project is exempt from the provisions of CEQA pursuant to Section 15311, Accessory Structures, which includes construction, or placement of minor structures accessory to (appurtenant to) existing commercial, industrial, or institutional facilities, including but not limited to (b) small parking lots, based on the following:

- The project involves improvements to an existing private gravel parking lot to serve adjacent commercial businesses.
- The project does not include removal of healthy, mature, scenic trees, and includes tree protection measures to ensure preservation of existing oak trees, in addition to planting new parking lot and street trees.
- The project includes Low Impact Design features to control storm water runoff and protect Gibson Creek that will ultimately result in a net reduction of impermeable area of approximately 19% on the subject property.

Based on the aforementioned, Staff has determined the project would not result in a significant impact to the environment and may be categorically exempted pursuant to CEQA Guidelines Sections 15304, Minor Alterations and 15311, Accessory Structures.

PUBLIC NOTICE

A notice of public hearing was provided in the following manner, as required by UCC §9262(C):

- Posted on the project site on December 29, 2020.
- Mailed to property owners within 300 feet of the project site on December 29, 2020.
- Published in the Ukiah Daily Journal on January 2, 2021.
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing.



As of the writing of this staff report no correspondence had been received as a result of the public notice.

RECOMMENDATION

Staff recommends the Zoning Administrator 1) conduct a public hearing; and 2) approve the Minor Use Permit and Site Development Permit based on the facts and findings found in the Staff Report and Findings, and subject to the Draft Conditions of Approval.

DECISION TIMELINE

The proposed project is subject to the requirements of the Permit Streamlining Act (PSA). The PSA requires that a decision be made on the project within 60 days of the application being deemed complete. This application was deemed complete on December 14, 2020. As such, a decision must be made on the project no later than February 14, 2021. The applicant may request a onetime extension of the decision timeline.

ATTACHMENTS

1. Draft Minor Use Permit & Site Development Permit Findings
2. Draft Minor Use Permit & Site Development Permit Conditions of Approval
3. Application & Project Description, last revised December 29, 2020
4. Site Plans
5. Traffic Circulation Diagram
6. Project comments from other departments and agencies
7. Minutes from the September 15, 2016 Design Review Board Meeting
8. Tree Protection Memo and Shade Protection Plan

ATTACHMENT 1

**DRAFT USE PERMIT & SITE DEVELOPMENT PERMIT FINDINGS
TO ALLOW IMPROVEMENT OF AN EXISTING GRAVEL PARKING LOT
WITHIN THE COMMUNITY COMMERCIAL (C1) ZONING DISTRICT
405 SOUTH ORCHARD AVENUE; APNS 002-340-24 & 25
MUNIS FILE NO. 16-2109**

The following findings are supported by and based on information contained in this staff report, the application materials and documentation, and the public record, in accordance with UCC §9262(E) and 9263(E).

Use Permit Findings

1. The proposed land use is consistent with the provisions of the Zoning Code, as well as the goals and policies of the City General Plan.

The site is zoned Community Commercial (C1) and currently contains an existing gravel parking lot within a commercial area that would be improved to serve adjacent commercial businesses. Parking lots are listed as permitted uses within the C1 zoning district and the project complies with all applicable development standards. The proposed parking lot is also consistent with the goals, policies, and implementation measures pertaining to off-street parking identified within the General Plan such as: Goal CT-12; Policy CT-12.1; Goal OC-16; Implementation Measure OC-37.2(c); and Implementation Measure CT-13.1(a).

2. The proposed land use is compatible with surrounding land uses and shall not be detrimental to the public's health, safety and general welfare.

As mentioned in Finding No. 1, the existing parking lot is located in a largely commercially developed area and is compatible with surrounding land uses. The existing parking lot is currently used for overflow parking but does not contain identified parking spaces. The proposed parking lot improvements will establish identified orderly parking spaces, which will increase vehicular safety on the site. The project also includes improvements to the sidewalk and curb to facilitate pedestrian safety.

Site Development Findings

1. The proposal is consistent with the goals, objectives, and policies of the City General Plan.

The proposed parking lot is consistent with the goals, policies, and implementation measures pertaining to off-street parking identified within the General Plan such as: Goal CT-12; Policy CT-12.1; Goal OC-16; Implementation Measure OC-37.2(c); and Implementation Measure CT-13.1(a).

2. The location, size, and intensity of the proposed project will not create a hazardous or inconvenient vehicular or pedestrian traffic pattern.

The existing parking lot is currently used for overflow parking but does not contain identified parking spaces. The proposed parking lot improvements will establish identified orderly parking spaces, which will increase vehicular safety on the site. The project will use the existing driveway from South Orchard Avenue and also includes improvements to the sidewalk and curb to facilitate pedestrian safety.

3. The accessibility of off-street parking areas and the relation of parking areas with respect to traffic on adjacent streets will not create a hazardous or inconvenient condition to adjacent or surrounding uses.

See Finding No. 2 above.

4. Sufficient landscaped areas have been reserved for purposes of separating or screening the proposed structure(s) from the street and adjoining building sites, and breaking up and screening large expanses of paved areas.

No structures are proposed. However, the existing parcel is surfaced with approximately 65.5% gravel or pavement, both of which are relatively impermeable. The proposed project will reduce the amount of impermeable area to approximately 49.3% of the area and add approximately 6% of Low Impact Design features, in addition to 13% new landscaped areas, resulting in a net reduction of impermeable area of approximately 19% on the subject property.

5. The proposed development will not restrict or cut out light and air on the property, or on the property in the neighborhood; nor will it hinder the development or use of buildings in the neighborhood, or impair the value thereof.

The proposed project would not restrict air or light on the property, as existing street lights will remain and no new buildings are proposed. The proposed parking lot would facilitate use of the adjacent commercial buildings.

6. The improvement of any commercial or industrial structure will not have a substantial detrimental impact on the character or value of an adjacent residential zoning district.

The proposed parking lot does not include construction of a structure.

7. The proposed development will not excessively damage or destroy natural features, including trees, shrubs, creeks, and the natural grade of the site.

The project has been designed to preserve all oak trees on-site and includes planting two new trees within the parking lot, as well as street trees along South Orchard Avenue. Existing oak trees will be protected and enhanced by not allowing work within the drip lines and by the project resulting in less impermeable area over their root systems. Other tree protection measures have also been added as Conditions of Approval. In addition, Low-Impact Development features are incorporated into the project to control storm water runoff and protect Gibson Creek.

8. There is sufficient variety, creativity, and articulation to the architecture and design of the structure(s) and grounds to avoid monotony and/or a box-like uninteresting external appearance.

Not applicable.

The proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19 Section 15304, Minor Alterations to Land, Class 4, which includes minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of healthy, mature, scenic trees. In addition, the project is exempt from the provisions of CEQA pursuant to Section 15311, Accessory Structures, which includes construction, or placement of minor structures accessory to (appurtenant to) existing commercial, industrial, or institutional facilities, including but not limited to (b) small parking lots, based on the following:

- The project involves improvements to an existing private gravel parking lot to serve adjacent commercial businesses.
- The project does not include removal of healthy, mature, scenic trees, and includes tree protection measures to ensure preservation of existing oak trees, in addition to planting new parking lot and street trees.
- The project includes Low Impact Design features to control storm water runoff and protect Gibson Creek that will ultimately result in a net reduction of impermeable area of approximately 19% on the subject property.

Based on the aforementioned, Staff finds that the project would not result in a significant impact to the environment and may be categorically exempted pursuant to CEQA Guidelines Sections 15304, Minor Alterations and 15311, Accessory Structures.

Notice of the proposed project was provided in the following manner as required by UCC §9262(C):

- Posted on the project site on December 29, 2020.
- Mailed to property owners within 300 feet of the project site on December 29, 2020.
- Published in the Ukiah Daily Journal on January 2, 2021.
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing.

**DRAFT USE PERMIT & SITE DEVELOPMENT PERMIT CONDITIONS OF APPROVAL
TO ALLOW IMPROVEMENT OF AN EXISTING GRAVEL PARKING LOT
WITHIN THE COMMUNITY COMMERCIAL (C1) ZONING DISTRICT
405 SOUTH ORCHARD AVENUE; APNS 002-340-24 & 25
MUNIS FILE NO. 16-2109**

Approval is granted for approval of a Minor Use Permit and Site Development Permit to improve an existing parking lot at 405 South Orchard Avenue, as shown on the Site Plans, Traffic Circulation Diagram and Project Description, last revised December 29, 2020, submitted to the Community Development Department. The project includes the following components:

- Approximately 12,055 sf of the existing gravel on APN 002-340-24 and approximately 775 sf of gravel on APN 002-340-25 would be improved with Hot-Mix Asphalt Paving.
- The parking lot would be striped to provide a total of 36 spaces:
 - o 26 standard spaces (19 ft x 9 ft), including two accessible spaces; and
 - o Eight compact (16 ft x 8 ft) spaces.
 - o Two bus parking spaces (30 ft x 10 ft).
- A minimum of two bicycle parking spaces will be provided.
- Access to APN-24 is provided from South Orchard Avenue, via an existing 30-foot-wide easement over APN-25 (as shown on Sheet 1 of the Site Plans). The 30-foot-wide easement serves as a two-way access and egress for both APN-24 and APN-25. Within the limits of the 30-foot-wide easement, parking circulation can enter and exit the proposed parking spaces on APN-24 and the existing spaces on APN-25.
- Low Impact Design (LID) features will consist of two rain gardens, three tree wells, two bioswale segments, two relief drains with pervious trenches, and four infiltration trenches (see Sheet 3 of the Site Plans). The existing parcel is surfaced with approximately 65.5% gravel or pavement, both of which are relatively impermeable. The proposed project will reduce the amount of impermeable area to approximately 49.3% of the area and add approximately 6% of Low Impact Design features, in addition to 13% new landscaped areas, resulting in a net reduction of impermeable area of approximately 19% on the subject property.
- Approximately 4,400 square feet of existing gravel will be scraped off to leave natural soil, where landscape planting will be done outside the dripline of the existing oak trees.
- No trees would be removed and avoidance areas under the existing drip lines have been identified (Sheet 2 of the Site Plans) to ensure protection of the existing Valley Oak trees.
- Two High Valley Oak trees would be planted within the parking lot.
- Street trees (Ginkgo biloba or other City-approved trees) will be planted along South Orchard Avenue at an interval of 30 ft.
- Sidewalk, gutter and curbs will be improved along the South Orchard Avenue frontage.
- Construction would take approximately 90 days. Straw waddles and other construction Best Management Practices will be implemented (see Erosion Control Plan on Sheet 4 of the Site Plans).

Standard City Conditions of Approval

1. This approval is not effective until the 10-day appeal period applicable to this Site Development Permit has expired without the filing of a timely appeal. If a timely appeal is filed, the project is subject to the outcome of the appeal and shall be revised as necessary to comply with any modifications, conditions, or requirements that were imposed as part of the appeal.
2. All Conditions of Approval shall be printed on all sets of building permit project plans pertaining to any site preparation work or construction associated with the development of the multi-family project and ancillary site improvements approved by the Site Development Permit.
3. All use, construction and the location thereof, or occupancy, shall conform to the application and to any supporting documents submitted therewith, including any maps, sketches, or plot plans accompanying the application or submitted by applicant in support thereof.
4. Any construction shall comply with the "Standard Specifications" for such type of construction now existing or which may hereafter be promulgated by the Engineering Department of the City of Ukiah; except where higher standards are imposed by law, rule, or regulation or by action of the Planning Commission such standards shall be met.
5. In addition to any particular condition which might be imposed; any construction shall comply with all building, fire, electric, plumbing, occupancy, and structural laws, rules, regulations, and ordinances in effect at the time the Building Permit is approved and issued.
6. Building permits shall be issued within two years after the effective date of the Site Development Permit or same shall be null and void.
7. The Applicant shall obtain all required Sign Permits, in compliance with Division 3, Chapter 7, Signs, of the UCC.
8. The Applicant shall submit verification of all applicable permits or approvals in compliance with all local, state and federal laws to the Community Development Department prior to issuance of building permits
9. All fees associated with the project planning permits and approvals shall be paid in full prior to occupancy.
10. Construction hours and related noise shall be in compliance with Article 6 of the UCC.

From the Planning Division

11. As outlined in Article 20, Administration and Procedures, of the Zoning Code this planning permit may be revoked through the City's revocation process if the approved project related to this permit is not being conducted in compliance with these stipulations and conditions of approval; or if the project is not established within two years of the effective date of this approval; or if the established use for which the permit was granted has ceased or has been suspended for 24 consecutive months

12. Where pruning for clearance is required on any trees to remain, it shall be done by qualified tree workers according to ISA & ANSI A300 Pruning Guidelines, prior to construction.
13. Pruning shall be the minimum necessary for hazard reduction, (i.e. the removal of deadwood 2" and larger, etc.) and for clearance.
14. No parking, operation of equipment, storage of materials, or disposal of waste shall occur within driplines of protected trees, except as designated on approved plan.
15. Project arborist shall visit the site during rough grading to inspect trees and roots which may have been exposed for construction of the new curb and gutter. A short report will be issued with observations and any recommendations.
16. Arbor mulch (fresh chipped wood, any species, bark and foliage) shall be applied in a layer 2-3" deep as a permanent top dressing within tree driplines in unpaved areas, kept a few inches away from tree trunks.

From Building Official

17. Submit plans and a building permit application. Please submit three complete plan sets, two wet stamped and signed.
18. The design and construction of all site alterations shall comply with the California Building Code, Plumbing Code, Electrical Code, California Mechanical Code, California Fire Code, California Energy Code, Title 24 California Energy Efficiency Standards, California Green Building Standards Code and City of Ukiah Ordinances and Amendments, as applicable.

From Public Works Department

19. Applicant shall repair and upgrade existing curb, gutter and sidewalk along the subject property frontage (South Orchard Avenue) to meet ADA requirements, including installation of street trees as shown on the Site Plan. Public sidewalks located outside of the street right-of-way will require a sidewalk easement dedicated to the City.
20. All work within the public right-of-way shall be performed by a licensed and properly insured contractor. The contractor shall obtain an encroachment permit for work within this area or otherwise affecting this area. Encroachment permit fees shall apply.
21. All driveway and parking areas shall be paved with asphaltic concrete, concrete, or other alternative surfacing, subject to approval by the City Engineer.
22. Prior to construction of site improvements, a final SUSMP Plan grading and drainage plan prepared by a Civil Engineer, shall be submitted for review and approval by the Department of Public Works.

City of Ukiah

Planning & Community Development Department

300 Seminary Avenue

Ukiah, CA 95482

Email: planning@cityofukiah.com

Web: www.cityofukiah.com

Planning Services

Phone: (707) 463-6203

Fax: (707) 463-6204

Planning Permit Application

PROJECT NAME: 620 & 630 KINGS COURT PARKING LOT																							
PROJECT ADDRESS/CROSS STREETS: OPPOSITE PEACH ST ON ORCHARD AVE				AP NUMBER(S): 002-340-24																			
APPLICANT/AUTHORIZED AGENT: LEE KRAEMER		PHONE NO: 707 391-8223		FAX NO: 																			
E-MAIL ADDRESS: lsk@sonic.net																							
APPLICANT/AUTHORIZED AGENT ADDRESS: 417 A TALMAGE ROAD				CITY: UKIAH																			
STATE/ZIP: CA 95482																							
PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT: JEROME & MELANIE BLAHA		PHONE NO: 		FAX NO: 																			
E-MAIL ADDRESS: 																							
PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT: 417 A TALMAGE ROAD				CITY: UKIAH																			
STATE/ZIP: CA 95482																							
HAS YOUR PROJECT RECEIVED A PRELIMINARY REVIEW? ☒ YES ☐ NO																							
☐ AIRPORT LAND USE COMM. DETERMINATION 100.0800.611.003	\$	☐ REZONING 100.0800.611.001	\$	☐ USE PERMIT - AMENDMENT 100.0400.449.001	\$																		
☐ ANNEXATION 100.0800.611.001	\$	☐ REZONING - PLANNED DISTRICT 100.0800.611.001	\$	☒ USE PERMIT - MAJOR 100.0400.449.001	\$																		
☐ APPEAL 100.0400.449.001	\$	☐ SITE DEVELOPMENT PERMIT - AMENDMENT 100.0400.449.001	\$	☐ USE PERMIT - MINOR 100.0400.449.001	\$																		
☐ BOUNDARY LINE ADJUSTMENT 100.0800.610.001	\$	☒ SITE DEVELOPMENT PERMIT - MAJOR 100.0400.449.001	\$	☐ VARIANCE - MAJOR 100.0400.449.001	\$																		
☐ GENERAL PLAN AMENDMENT 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT - MINOR 100.0400.449.001	\$	☐ VARIANCE - MINOR 100.0400.449.001	\$																		
☐ MURAL PERMIT 100.0400.449.001	\$	☐ SPECIFIC/MASTER PLAN 100.0800.611.003	\$	☐ ZONING AMENDMENT - MAP 100.0800.611.001	\$																		
☐ PRELIMINARY REVIEW (PC) 100.0800.611.003	\$	☐ SUBDIVISION EXCEPTION 100.0800.610.001	\$	☐ ZONING AMENDMENT - TEXT 100.0800.611.001	\$																		
☐ PRELIMINARY REVIEW (PRC) 100.0800.611.003	\$	☐ TENTATIVE PARCEL MAP (4 OR FEWER LOTS) 100.0800.610.001	\$	☐ OTHER	\$																		
☐ PRELIMINARY REVIEW (STAFF) 100.0800.611.003	\$	☐ TENTATIVE SUBDIVISION MAP (5 OR MORE LOTS) 100.0800.610.001	\$	☐ OTHER	\$																		
<table border="1"> <tr> <td>COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO.</td> <td>\$</td> <td>MAJOR PERMIT DEPOSIT:</td> <td>\$</td> <td>FILING DATE:</td> <td></td> </tr> <tr> <td>COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO.</td> <td>\$</td> <td>MINOR PERMIT FEE:</td> <td>\$</td> <td>TOTAL AMOUNT PAID: \$</td> <td></td> </tr> <tr> <td>COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.</td> <td>\$</td> <td>TOTAL FEE:</td> <td>\$</td> <td>RECEIPT NUMBER:</td> <td></td> </tr> </table>						COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	MAJOR PERMIT DEPOSIT:	\$	FILING DATE:		COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	MINOR PERMIT FEE:	\$	TOTAL AMOUNT PAID: \$		COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	TOTAL FEE:	\$	RECEIPT NUMBER:	
COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	MAJOR PERMIT DEPOSIT:	\$	FILING DATE:																			
COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	MINOR PERMIT FEE:	\$	TOTAL AMOUNT PAID: \$																			
COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	TOTAL FEE:	\$	RECEIPT NUMBER:																			
APPLICATION NUMBER(S):																							

Recommendation: Prior to submitting an application, discuss your project with Staff to discover what fees (sewer, water, in-lieu park fees, traffic impact fees, etc.) may be required for your project. Also, ask about street tree requirements, required sidewalk repairs, drainage issues, frontage improvements, etc.

Project Description

The purpose of the project description is to assist Staff in understanding the project. Providing complete information will help expedite the project review process and in determining what additional information, if any, related to the project and required environmental review is required.

Environmental Review and Reports

Please be aware that projects are required to comply with the California Environmental Quality Act (CEQA). Projects will be reviewed by Staff for compliance with CEQA and Staff will determine the appropriate CEQA document to prepare for the project (exemption, negative declaration, etc.). In order to make this determination, specific reports (traffic, arborist, soils, etc.) and or additional information may be required.

Use Information

Please provide the following information related to the use of the site and building:

Description of Building & Site			
Parcel Size: 27,000 SF ±	Building Size: N/A	Number of Floors: N/A	
Use of Building (check all that apply)	Description	Square Footage	Number of Units/Suites
☐ Office (business/professional)			
☐ Office (medical/dental)			
☐ Retail			
☐ Light Industrial			
☐ Residential			
☒ Other:	PARKING LOT	11,200 ± SF	OVERFLOW
Operating Characteristics			
Days and Hours of Operation: TYPICALLY 5 DAYS/WEEK			
Number of Shifts: 1	Days and Hours of Shifts: M-F: 8AM-5PM		
Number of Employees/Shift: VARIES			
Loading Facilities: ☐ Yes ☒ No	Type/Vehicle Size:		
Deliveries: ☐ Yes ☒ No	Type:	Number (day/week/month):	Time(s) of Day:
Outdoor areas associated with use? (check all that apply)	Sales area: ☐ Yes ☐ No	Unloading of deliveries: ☐ Yes ☐ No	Storage: ☐ Yes ☐ No
☐ Yes ☒ No	Square Footage:	Square Footage:	Square Footage:
Noise Generating Use? ☐ Yes ☒ No	Description:		

To Be Completed by Staff

General Plan Designation:	Zoning District:	Airport Land Use Designation:
City's Architectural & Historic Inventory: ☐ YES ☐ NO	Age of Building:	Demolition Policy:
Hillside: ☐ YES ☐ NO	Flood Designation FIRM Map:	Flood Designation Floodway Map:

Tree Policies

General Plan Open Space Conservation ☐ NO ☐ YES GOAL/POLICY #:	Community Forest Management Plan ☐ NO ☐ YES GOAL/POLICY #:
Landscaping and Streetscape Design Guidelines ☐ NO ☐ YES GUIDELINE #:	Commercial Development Design Guidelines ☐ NO ☐ YES GUIDELINE #:
Tree Protection and Enhancement Policy ☐ NO ☐ YES NOTES:	Tree Planting and Maintenance Policy ☐ NO ☐ YES NOTES:
UCC: Street Tree Policy, Purpose and Intent ☐ NO ☐ YES NOTES:	Other:

Notes

--

Submittal Requirements

1. Items marked (X) are required for a complete application unless their deletion is approved by staff.
2. Other information may be required at the discretion of staff in order to fully evaluate the project and/or to conduct required environmental review for the project.
3. Please review the application packet prior to submittal to the City. Application packets that do not include the required materials may not be accepted for processing.

Submittal Document	Application Type									
	LLA	GPA	PRELIM	REZ	REZ-PD	SDP	TPM	TSM	UP	VAR
Project Description	X	X	X	X	X	X	X	X	X	X
Building Elevations (1)			X		X	X N/A			X N/A	X
Floor Plan			X		X	X N/A			X N/A	X
Grading Plan					X	X	X	X		
Landscape Plan (2)			X CONCEPT		X	X			X	X
Site Plan (3)	X	X	X	X	X	X			X	X
Details – Architectural						X N/A				
Details – Fence					X	X N/A			X N/A	
Details – Sign					X	X N/A			X N/A	
Site Contours (4)					X	X	X	X	X	
Street Sections							X	X		
Tentative Map (6)							X	X		
Preliminary Title Report	X			X			X	X		
Colors & Materials Board			X CONCEPT		X	X N/A			X N/A	
Number of Plan Sets – Initial Submittal (5)										

- (1) **Building Elevations.** Drawing must include all elevations (front, rear, and sides). One set of colored drawings is required.
- (2) **Landscape Plan.** Plan must show all proposed trees, shrubs, and ground covers. Location, size and species must be indicated.
- (3) **Site Plan.** Must be prepared to scale and include: a north arrow, all property lines, adjoining streets, creeks, ponds, drainage ditches, existing curb, gutter, and sidewalk, existing and proposed buildings (with square footage noted), parking spaces, all existing trees, existing and proposed fences, buildings on adjacent parcels, existing fire hydrants within 600- feet, access and utility easements (with widths), location and width of all easements (access, drainage, utility, etc.) location of existing and proposed trash enclosures, and the percentage of average slope of the property. Site contours may also be required (see table above).
- (4) **Site Contours.** When required, site contours should be indicated on the site plan and grading plan. A separate site contour plan is not required.
- (5) Staff will determine the number of plans needed for the initial submittal. Once the application is complete, the number of plans sets required for the public hearing will be determined by staff. Plans are required to be provided prior to the hearing.
- (6) See Minor Subdivision Submittal Requirements or Major Subdivision Submittal Requirements handout for Tentative Map requirements.

BLA – Boundary Line Adjustment

REZ – Rezoning

TPM – Tentative Parcel Map/Minor Subdivision

VAR – Variance

GPA- General Plan Amendment

REZ-PD- Rezoning to Planned Development

TSM- Tentative Subdivision Map/Major Subdivision

Prelim – Preliminary Review

SDP – Site Development Permit

UP – Use Permit

I, _____, owner authorize _____
to act on my behalf for this project and I have read and agree with all of the above. (Application must be signed by owner).

PROPERTY OWNER SIGNATURE

DATE

I, Leland S. Kraemer, am the ☐ owner / ☒ authorized agent of the property for which the development is proposed. The above information and attached documents are true and accurate to the best of my knowledge.
I have read and agree with all of the above.

I hereby authorize employees of the City of Ukiah, the City's authorized agents, and persons with review or decision making authority for the project to enter upon the subject property, as necessary, to inspect the premises, post notices, and process this application.

I understand that conditions of approval may be placed on my project by the city of Ukiah and it is my responsibility to fully understand the conditions and ask questions about them before action is taken on my planning permit.

Leland S. Kraemer 8-4-16
☐ OWNER / ☒ AUTHORIZED AGENT **DATE**

INDEMNIFICATION AGREEMENT

As part of this application, the applicant agrees to defend, indemnify, and hold harmless the City of Ukiah, its agents, officers, council members, employees, boards, commissions or Council from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void, or annul any approval of the application or related decision, or the adoption or certification of any environmental documents or negative declaration which relates to its approval. This indemnification shall include, but is not limited to, all damages, costs, expenses, attorney fees or expert witness fees that may be awarded to the prevailing party arising out of it or in connection with the approval of the application or related decision, whether or not there is concurrent, passive, or active negligence on the part of the City, its agents, officers, council members, employees, boards, commissions of Council. If for any reason, any portion of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect.

The City of Ukiah shall have the right to appear and defend its interests in any action through its City Attorney or outside counsel. The applicant shall not be required to reimburse the City for attorney's fees incurred by the City Attorney of the City's outside counsel if the City chooses to appear and defend itself in the litigation.

I have read and agree to all of the above.

Leland S. Kraemer 8-4-16
☐ PROPERTY OWNER / ☒ AUTHORIZED AGENT
(PLEASE PRINT NAME)

☐ PROPERTY OWNER / ☐ AUTHORIZED AGENT
(SIGNATURE)

DATE

Project Description
Overflow Parking Lot
For
APN 002-340-24- South Orchard Avenue

Introduction:

The owners of this parcel have commercial buildings on APN 002-340-27 with addresses of 620 and 630 Kings Court. The number of tenants in these buildings vary with time and affect the need of parking. The parcel currently is used as an overflow parking area and is surfaced with gravel, which allows tenants to park at will and does not lend itself to an efficient use of the space. The tenants desire to have a paved parking lot with spaces striped for efficient parking.

For developments which propose more than 10,000 square feet of re-surfacing, a Standard Storm Water Management Plan (SUSMP) is required. The SUSMP must demonstrate the capture and retention onsite of a portion of the 85th percentile storm. Capturing and retaining the stormwater is to follow principles known as Low Impact Design standards. The City of Ukiah regulations require that the LID standards be demonstrated by following a manual developed by Sonoma County and the City of Santa Rosa entitled "Storm Water – Low Impact Development Technical Design Manual" published in 2011. As part of the studies to determine how to meet the LID requirements concerning the retention of a portion of the rainfall onsite, four borings were done to depths of approximately 4.5 feet scattered at random over the site. Then the soils were tested using the Bouyoucous two hour hydrometer tests on eight samples at depths ranging from 30 inches to 54 inches below ground surface. Four of the samples were in Hydrologic Soil Group A (fastest percolation rate), one was in Hydrologic Soil Group B (second fastest), and three were in Hydrologic Soil Group C (second slowest percolation rate). Boring B-1 and B-4 had all of the soil samples in Hydrologic Soil Group A and consequently the rain gardens and one infiltration trench (IT-4) were designed to take advantage of this area with excellent soil absorption characteristics. Boring B-3 had the soils in Hydrologic Soil Group B. Two large landscape areas, in Area A3 and in Area A4 will aid in absorption of overland flow from the paved parking areas. Boring B-2 had soils with the slowest percolation rate, but it is near the tree wells where two Valley Oaks are planned to be planted. An infiltration trench (IT-1) is also planned for this area.

An evaluation of shade from the existing Valley Oaks and proposed two additional oaks was made by Randy Jacobzoon, a registered professional forester. He concluded that approximately 54% of the parking lot will be shaded within 20 years and the oak species selected is well suited to a long life in the parking lot. A copy of his letter is attached for reference.

There are no plants growing in the gravel-surfaced parking lot at present. With the introduction of the LID elements, a selection of plants will be planted and nurtured to provide diversity and species richness to the parking lot. A plan showing the location of the LID elements proposed, and the plant species selected is on the sheet entitled "Low Impact Development" (Sheet 3), which is included in the set of drawings included with the application.

Summary of Existing Uses and Surfaces on the Parcel:

The parcel has three easements which encumber it. A 35 foot wide drainage easement traverses along the northeasterly side and encompasses Gibson Creek. Half of that easement (approximately 4,500 square feet) is on the subject parcel and half is on APN 002-247-08. The Gibson Creek Channel is lined with large trees along both banks and some vines and ground cover plants. Access to the Gibson Creek Channel is largely prevented from the parking areas on both sides of the channel by a chainlink fence which extends along both edges of the drainage easement. Two mature Valley Oaks are adjacent to the southwesterly edge of the easement and will remain.

On the south side, adjacent to the unpaved parking area and immediately adjacent to the drainage easement is a 10 foot wide pathway easement which is unfenced along the southerly edge and has the chainlink fence running along the northeasterly edge preventing access to the Gibson Creek Channel. This pathway is paved and provides a meandering pathway alongside the Creek, and consists of approximately 2,500 square feet of area.

The third easement is a drainage easement which allows storm water to overflow out to Gibson Creek. It appears that a major portion of the stormwater runoff is absorbed into the existing surface.

There is a 30 foot wide access easement on the northern edge of APN 002-340-25. This easement provides access to APN 002-340-24 and will be used as access to the proposed paved parking area. At the western edge of this easement is a valley oak within the City right-of-way for South Orchard Avenue. This tree has been impacted on the west by City facilities including a utility junction box, a sanitary sewer lateral and a joint utility pole and guy.

The existing gravel surfaced parking lot encompasses approximately 15,700 SF (square feet) of area, of which approximately 755 SF is on APN 002-340-25. Approximately 300 SF of ungraveled surface exists around a cluster of Valley Oaks in the southeast corner of the parking area.

Approximately 4,900 square feet of area is used as an informal garden currently.

The total area of APN 002-340-24 is approximately 27,000 square feet. Approximately 755 SF of APN 002-340-25 will also be paved as allowed by an agreement between the property owners.

Summary of Proposed Surfaces on the Parcel:

The paved parking lot is proposed to consist of approximately 12,055 SF of Hot-Mix Asphalt Paving to provide 26 standard parking spaces and eight compact spaces, for a total of 34 spaces. In addition, two spaces for Veteran's Service Buses have been added to the end of the parking lot near the informal garden. Approximately 755 SF of the new HMA pavement will be placed on APN 002-340-25, so the net

new HMA pavement on APN 002-034-24 will be 11,300 SF. The existing gravel-surfaced informal parking lot has approximately 16,455 square feet of area, so there will be a reduction of impervious area with the proposed project. Approximately 15,700 square feet of gravel surfacing is on APN 002-034-24.

Approximately 755 square feet of gravel surfacing on APN 002-034-25 will be replaced with HMA pavement. Approximately 4,400 square feet of gravel surfacing on APN 002-034-24 will be scraped off to leave natural soil, where planting will be done outside the dripline of the existing oak trees. Under the drip line of the existing oak trees some minimal planting shall be done to avoid major disturbance of the oak root system.

Low Impact Design (LID) features will consist of two rain gardens, three tree wells, two bioswale segments, two relief drains with pervious trenches, and four infiltration trenches. A net reduction of gravel surfacing of approximately 4,400 SF (27%) will be accomplished.

The drawings accompanying this application have a “Existing Conditions Plan” showing existing conditions and the boundary of the parcel together with easements (Sheet 1). Sheet 2 shows a “Striping, Grading and Drainage Plan” with the proposed configuration of the re-arranged parking lot. Sheet 3 shows the LID features and planting plan. Sheet 4 shows the Erosion Control Plan to be implemented during construction. Sheets 5 and 6 show various details.

For Comparison of Existing Surfaces and Proposed Surfaces, the following table showing approximate areas of various surfaces was developed:

	<u>Existing</u> (SF)	<u>Proposed</u> (SF)
Gravel Surface Area- Parking	15,700 (56.5%)	0 (0.00%)
Hot Mix Asphalt Area - Parking	-0-	11,300 (40.4%)
LID Features with Trees and Shrubs	300 (1.0%)	1,305 (4.7%)
Landscape Areas	-0-	5,025* (18.0%)
Drainage Easement (Gibson Creek)	4,500 (16.2%)	4,500 (16.1%)
Public Paved Pathway alongside Gibson Creek	2,500 (9.0%)	2,500 (8.9%)
Informal Garden (NCO Garden Project-Veterans)	4,800 (17.3%)	3,330 (11.9%)
Total Area	27,800 (100%)	27,960* (100%)

- +160 SF in City Right of Way

In addition to the impervious areas on APN 002-340-24, there are approximately 8,735 square feet of impervious HMA pavement on APN 002-340-25 which drains into the system on APN 002-340-24. These areas are included in Area A₀ and A₇ shown on Sheet 3.

From this table it is seen that the existing parcel has approximately 65.5% surfaced with gravel or pavement, both of which are relatively impermeable. The proposed project will reduce the amount of impermeable area to approximately 49.3% of the area and add approximately 6% of Low Impact Design features plus 13% landscaped areas to the existing conditions, resulting in a net reduction of impermeable area of approximately 19% on the subject property

Conclusion

The project consists of re-surfacing an existing parking lot and reducing the amount of impermeable area while employing LID principles to retain more storm water onsite and provide treatment of storm water runoff in accordance with LID principles. Existing oak trees will be protected and enhanced by less impermeable area over their root systems.

Prepared by:
Rau and Associates, Inc.

George C. Rau, P.E.
Registered Civil Engineer 21908
Registered Geotechnical Engineer 710
Expires 9-30-2021

May 7, 2020

Alicia Tlelo, Assistant Planner
City of Ukiah
300 Seminary Avenue
Ukiah, CA 95482

Job Number R15053

**RE: Site Development Permit Application # 2109 SDP-ZA Parking Lot
APNS 002-340-24 (VACANT) AND 002-340-25 (405 S ORCHARD)**

Dear Ms. Tlelo:

This letter is to provide you with reasons for the delay in responding to the review letter from the City of Ukiah dated July 10, 2017 and to describe the measures taken to respond to the list of deficiencies in the referenced letter.

DELAYS TO COMPLETION OF PROJECT DOCUMENTS

There are some extenuating circumstances which caused the delay to finishing this application. Any consideration of them to justify continuing the application from 2016 would be appreciated given the large cost which the applicant has expended to date in fees and re-designs.

1. There is a significant conflict in the requirements to protect the existing oak trees surrounding the site and the requirement to create LID features which absorb the 85th percentile storm runoff. Excavation under the drip line of the oaks is viewed as threatening their health, but without excavation of features to trap and collect storm water, the requirements for LID cannot be met.
2. The project was initiated in 2016 when the LID regulations were just being introduced into the City and County. We were not experienced in designing these features, particularly for such a complex site.
3. We had prepared what we thought was a 95% design with a 95% SUSMP document when we submitted it in 2017 after the Design Review Committee review of 2016. The review and recommendations by City Staff strongly recommended that we seek out the advice of an arborist and develop a different concept, resulting in a complete redesign and a complete new SUSMP.
4. It took us a while to find an arborist who had experience in working with such sites. We eventually retained Becky Duckles for Sebastopol since she had experience in Sonoma County which has more of these types of sites.
5. We were delayed in completing the re-design (which we did not anticipate would be necessary) due to other commitments on other projects. Now, after several months of redesign we are ready to ask for an informal review by City Staff explaining how we have met the various items in the City of Ukiah comment letter dated 7-10-2017. We recognize that this will likely have to be in the form of a submittal electronically and perhaps some telephone discussion due to the "Shelter in Place" orders made necessary by COVID-19.

The applicant is hopeful of obtaining approval this time around so that the work can be completed during the 2020 construction season.

RESPONSE TO COMMENTS – CITY REVIEW LETTER DATED JULY 10, 2017

The improvement plan drawings have been completely revised to reflect the comments of the City Review Letter. The revised drawings are considered approximately 95% complete and are submitted together with this letter and consist of six sheets of drawings.

The comments are provided in italics below, with a response to each one:

Owner Acknowledgement. *The current design includes improvements on APN 002-340-25 (405 S Orchard), which is south of and adjacent to the subject property. Please provide a letter from the property owner of 405 S Orchard acknowledging the subject proposal and endorsing it.*

Response: The project has been redesigned to have all of the parking spaces on the property of the applicant, APN 002-340-24. Sheet 2 of the Drawings shows the property line and the parking spaces limits all within APN 002-340-24.

Plot Plan. *Please provide a plot plan showing the entirety of the legal configuration of APN 002-340-24 and all easements.*

Response: Sheet 1 of the enclosed drawings shows the boundaries annotated per the deed. All of the easements of record are also shown. There is a 30 foot wide access easement along the northern boundary of APN 002-340-25 to benefit APN 002-340-24. There is a 35 foot wide drainage easement, encompassing Gibson Creek, along the northern boundary of APN 002-340-24. Half of the easement (17.5 feet wide) burdens APN 002-340-24 and benefits the City of Ukiah. Adjacent, and contiguous to that easement, there is a 10 foot wide pathway easement which burdens APN 002-340-24 and benefits the City of Ukiah. A fourth easement is a 10 foot wide drainage easement which burdens APN 002-340-24 and benefits APN 002-340-25. This easement extends from the northeast corner of APN 002-034-25 to the centerline of the 35 foot wide drainage easement bracketing Gibson Creek.

Parking Space Size. *Several parking spaces—those that are 9' x 18'—do not meet the 9' x 19' minimum dimension requirement for a standard sized parking space per §9192. Compact parking spaces may be a minimum of 8' x 16' and can account for up to 30% of the total number of parking spaces. Please configure the parking lot so that any non-ADA spaces qualify as either a standard or a compact sized space, and so that compact spaces do not account for more than 30% the total number.*

Response: Sheet 2 of the enclosed drawings shows that all of the standard spaces and the two accessible spaces have been lengthened to 19 feet. The two spaces labeled EVCS and the third space adjacent show 18 feet to the face of curb, but the curb is set at 4 inches high to allow the front bumper to overhang and therefore achieve the 19 foot length. We had discussed this concept with Ben Kageyama who agreed that it substantially met the City standard, while allowing more undisturbed soil to be present on the site. The total number of spaces is 34, 26 standard and 8 compact. The percentage of total spaces which are compact is 24%, which is less than the 30% allowed.

Planter Well. *Design Review Board reviewed the project on September 15, 2016, and expressed concern that the 6' x 9' planter wells would not be adequate for the proposed Valley Oaks. Additionally, per §9087 (D)(1)(e) of the Community Commercial zoning district requirements, "Parking lots with twelve (12) or more parking stalls shall have a tree placed between every four (4) parking stalls within a continuous linear planting strip rather than individual planting wells..." As discussed in our meeting, it is felt by Staff that modification of the flow line swale to a gravel strip may accomplish the intent of the code and ensure tree health. Please do be aware of the other landscape criteria contained within §9087 and enclosed with this letter.*

Response: We worked with the consulting arborist to enlarge the planter wells for the two oak trees. The applicant really wants to have oak trees for both their aesthetic qualities and to provide a continuum of oaks along the east side of Orchard Avenue. The size of the planting areas have been increased to 16' by

16' and to 16' by 15' for the two oak trees proposed. These planting areas are dimensioned on Sheet 2 of the enclosed drawings.

There are a number of oaks a couple of lots south at the Realty World-Selzer Real Estate Office at 551 South Orchard Avenue which are thriving in a smaller strip of ground than is proposed in this project, indicating a reasonable chance of survival.

While the configuration proposed does not meet the strict interpretation of having a tree placed at spacing of one tree for every 4 parking spaces, the objective of this requirement is met or exceeded. The objective is to have approximately 50% of the parking area shaded. Utilizing the shade provided by the drip lines of the existing oak trees on site and adding the additional two trees will accomplish this objective.

Please refer to comments by Becky Duckles to substantiate this opinion. Her comments are enclosed and entitled "ARBORIST's REVIEW – SOUTH ORCHARD AVE PARKING LOT ADDITION", dated May 6, 2020.

Accessibility. *Per your email dated July 6, 2017, it is our understanding that the revised drawings will feature ADA spaces near existing structures and convertible spaces near potential future building sites of a quantity required by the building code.*

Response: Sheet 2 of the enclosed drawings shows that the accessible spaces were moved as far to the east on the parcel as practical. This situates them to access the paved pathway leading to the existing buildings at 620 and 630 Kings Court over the shortest route. They are also closest to the possible future building site within the southern leg of the parcel which measures approximately 105' by 57'.

Likewise the two spaces identified by "EVCS" (electric vehicle convertible space) are closest to both the connecting pathway alongside Gibson Creek and to the possible future building site on the subject parcel.

SUSMP: *LID storm water calculations cannot include credits for disconnected pavement since there does not appear to be a landscape buffer between the pavement and the BMP being sized. When impervious areas discharge directly into the rain garden itself, there is no reduction in the run-off that enters the rain garden.*

Response: The revision of the SUSMP is a time-consuming task. The tributary areas of each BMP and of the landscaped areas is summarized in a table on Sheet 3 of the enclosed drawings. The result of this revision reduced the number of parking spaces from 38 in the original submittal to 34 in this revision.

It is intended to comply with this comment, but it is desirable to have an informal review from City Staff prior to proceeding with the revision of the SUSMP. We would appreciate some indication that the revisions bring the design of the project to substantially complying with the intent of the City Regulations. Any minor revision will affect the calculations of the infiltration of storm water and cause them to be revised again.

SUSMP: *In Attachment B, please check the Summary of LID Compliance table and update all values.*

Response: The summary will be updated when the LID calculations are revised.

SUSMP: *The LID Determination Worksheet must be signed by the developer or owner.*

Response: This will be done as part of the revision to the SUSMP.

Parking and rain garden areas are proposed to encroach onto the adjoining property to the south. Be sure that easements are adequate to accommodate the proposed uses.

Response: Please refer to Sheet 3 of the drawings. The revisions have resulted in all of the parking spaces and LID BMP's within APN 002-340-24. We are proposing that the accessible sidewalk encroach onto APN 002-340-25. This is to follow a recommendation from the arborist that the sidewalk be reinforced and held as high as possible to disturb the root zone as little as possible in the driveway. We also moved the sidewalk at the entrance farther onto the APN 002-340-24 property for a couple of reasons.

a) One reason is that there is not enough room on the street side of the oak tree to construct a sidewalk which meets accessibility standards without encroaching out into the street, reducing on-street parking, and making the entry driveway apron to the two parcels it serves to be reduced in width.

b) the original plan was to have some sharp bends and come around the tree and between the guy wire and the pole. This was not favored by the arborist, Becky Duckles, since it impacts the tree close to the trunk. Also there is just not enough space to have the sidewalk between the pole and the guy. We could ask the City to move the guy out farther onto the subject property, but the potential impact to the tree is still a major problem. We designed a separate sidewalk from the street frontage which goes around the guy. It encroaches more onto the subject property and slightly more onto the neighboring property, but it works well with the tree and has the arborist's support. In this area, we have specified a modular walkway system which only disturbs a depth of approximately 4 inches below the surface and has some LID attributes as well. Enclosed with this letter is an informational document on the "Terrewalks" system proposed.

The modular sidewalk system can sit almost on top of the ground and minimize damage to the root zone, again as recommended by the arborist. Details of the sidewalk are shown on the bottom of Sheet 6 in Details 1/6 and 2/6.

This alignment of the sidewalk will cross private property and will require that a sidewalk easement be granted by both the owners of APN 002-340-24 and APN 002-340-25. It is planned to provide these easements when the construction permit is granted.

Areas of rain garden are located under the existing oak tree dripline. Special care should be taken to ensure that construction and future maintenance (i.e. irrigation) does not adversely affect the trees. Coordination with an arborist is recommended.

Response: Rain gardens limits have been reduced to be outside the driplines of the existing oak trees. Please refer to Sheet 3 of the drawings.

Street trees shall be spaced approximately every 30' along Orchard Avenue within tree wells, a landscape strip, or within 5' of the back of sidewalk. Street tree types should be selected from the approved street tree list, or provide detailed justification for the proposed tree type.

Response: It is planned to have two street trees from the City's approved list spaced approximately at 30 feet intervals along the area between the drip line of the oak tree at the entrance to the parcels and the middle of Rain Garden 1, as shown on Sheet 3 of the enclosed drawings.

Parking lot tree types should be selected from the approved parking lot tree list, or provide detailed justification for the proposed tree type.

Response: The oaks were selected by the applicant as explained above under the paragraph entitled "**Planter Well**". The rationale was favorably reviewed by the arborist when the planting areas were enlarged, as discussed in the enclosed statement.

For the new curb, gutter and sidewalk along Orchard Avenue, keep curb line parallel to street to allow for additional street parking, and transition to existing at north end with reversing curves. Provide ADA compliant curb ramp with detectable warning surface at the existing crosswalk.

Response: Please refer to Sheet 2 of the enclosed drawings. The City revised the sidewalk near Gibson Creek Bridge for an accessible crossing of South Orchard Avenue. The design which is submitted continues the line of curb and gutter to the entrance to the subject parcel, with the deviation of the accessible sidewalk onto private property as explained above.

As you requested, I have previously submitted a revised "Project Description" to reflect the modified design. It is also attached to this submittal, for ease of reference.

After you have had a chance to review these documents perhaps we can have a teleconference to discuss your findings since it is likely that a face-to-face meeting will not be possible under the current "Shelter in Place" orders.

We appreciate your time in reviewing this information and look forward to advancing this project to approval and then construction this year.

Very truly yours,



George C. Rau, P.E.
Registered Civil Engineer 21,908
Expires 9-30-2021

C: Lee Kraemer
Becky Duckles

Enclosures:

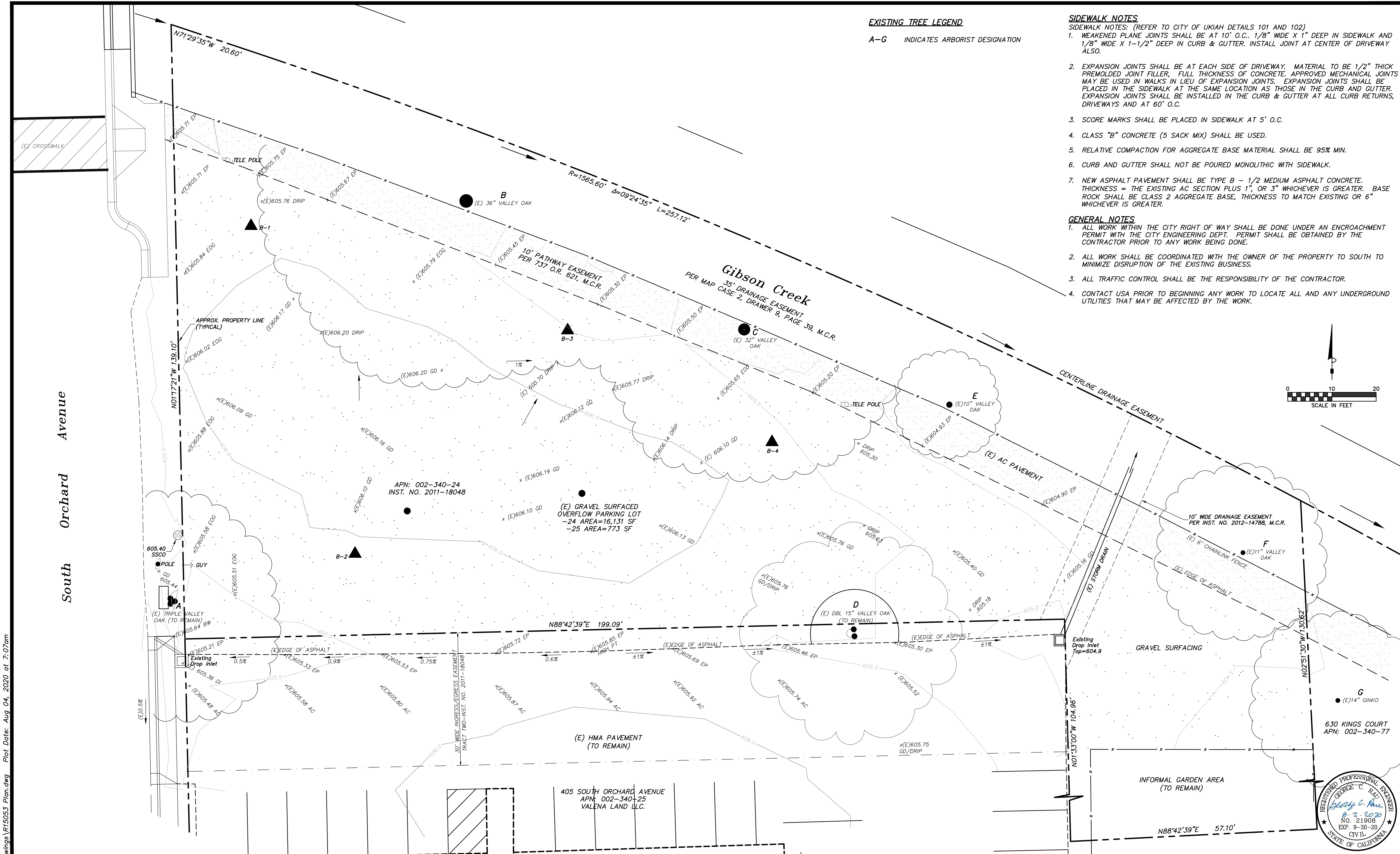
95% Construction Plans (6 Sheets)

Statements by Becky Duckles, Consulting Arborist and Landscape Advisor

- Arborist's Review – South Orchard Parking Lot Addition (1 Page)
- Tree Inventory and Evaluation (1Page)
- Tree Protection Notes (1 Page)

Terrewalks Information (2 Pages)

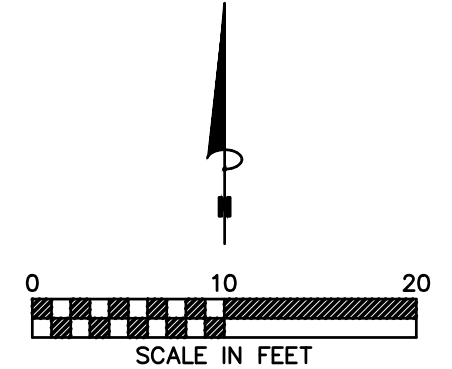
Copy of Revised "Project Description" – Submitted on 4-17-2020



EXISTING TREE LEGEND
A-G INDICATES ARBORIST DESIGNATION

- SIDEWALK NOTES:** (REFER TO CITY OF UKIAH DETAILS 101 AND 102)
- WEAKENED PLANE JOINTS SHALL BE AT 10' O.C. 1/8" WIDE X 1" DEEP IN SIDEWALK AND 1/8" WIDE X 1-1/2" DEEP IN CURB & GUTTER. INSTALL JOINT AT CENTER OF DRIVEWAY ALSO.
 - EXPANSION JOINTS SHALL BE AT EACH SIDE OF DRIVEWAY. MATERIAL TO BE 1/2" THICK PREMOLDED JOINT FILLER, FULL THICKNESS OF CONCRETE. APPROVED MECHANICAL JOINTS MAY BE USED IN WALKS IN LIEU OF EXPANSION JOINTS. EXPANSION JOINTS SHALL BE PLACED IN THE SIDEWALK AT THE SAME LOCATION AS THOSE IN THE CURB AND GUTTER. EXPANSION JOINTS SHALL BE INSTALLED IN THE CURB & GUTTER AT ALL CURB RETURNS, DRIVEWAYS AND AT 60' O.C.
 - SCORE MARKS SHALL BE PLACED IN SIDEWALK AT 5' O.C.
 - CLASS "B" CONCRETE (5 SACK MIX) SHALL BE USED.
 - RELATIVE COMPACTION FOR AGGREGATE BASE MATERIAL SHALL BE 95% MIN.
 - CURB AND GUTTER SHALL NOT BE POURED MONOLITHIC WITH SIDEWALK.
 - NEW ASPHALT PAVEMENT SHALL BE TYPE B - 1/2 MEDIUM ASPHALT CONCRETE. THICKNESS = THE EXISTING AC SECTION PLUS 1", OR 3" WHICHEVER IS GREATER. BASE ROCK SHALL BE CLASS 2 AGGREGATE BASE, THICKNESS TO MATCH EXISTING OR 6" WHICHEVER IS GREATER.

- GENERAL NOTES**
- ALL WORK WITHIN THE CITY RIGHT OF WAY SHALL BE DONE UNDER AN ENCROACHMENT PERMIT WITH THE CITY ENGINEERING DEPT. PERMIT SHALL BE OBTAINED BY THE CONTRACTOR PRIOR TO ANY WORK BEING DONE.
 - ALL WORK SHALL BE COORDINATED WITH THE OWNER OF THE PROPERTY TO SOUTH TO MINIMIZE DISRUPTION OF THE EXISTING BUSINESS.
 - ALL TRAFFIC CONTROL SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
 - CONTACT USA PRIOR TO BEGINNING ANY WORK TO LOCATE ALL AND ANY UNDERGROUND UTILITIES THAT MAY BE AFFECTED BY THE WORK.



Xrefs: Path: Z:\R15053\Drawings\R15053 Plan.dwg Plot Date: Aug 04, 2020 at 7:07am

DATE:

REVISION:

BY:

COMPUTER NO. SERVER

PATH: Z:\R15053\DRAWINGS

FILE: R15053 PLANDWG

PSVIEW:

MSVP:

MSVIEW:

OWNER:

BLAHA dba 620 & 630 KINGS COURT

LOCATION:

S. ORCHARD AVENUE
UKIAH, CALIFORNIA

RAU

AND ASSOCIATES INC.

CIVIL ENGINEERS • LAND SURVEYORS

100 NORTH PINE STREET • (707) 462-6536 • UKIAH, CA 95482

DRAWING:

EXISTING CONDITIONS

PROJECT:

SITE PLAN—OVERFLOW PARKING

Date: MARCH 2020

Scale: AS SHOWN

Drawn: MAW

Checked: GCR

Reviewed: GCR

JOB NO. R15053

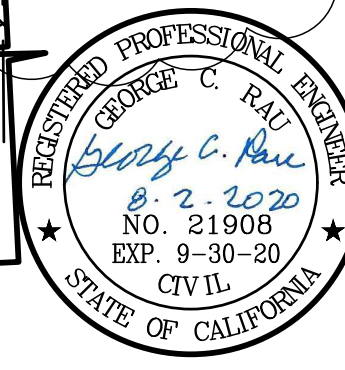
SHEET

1

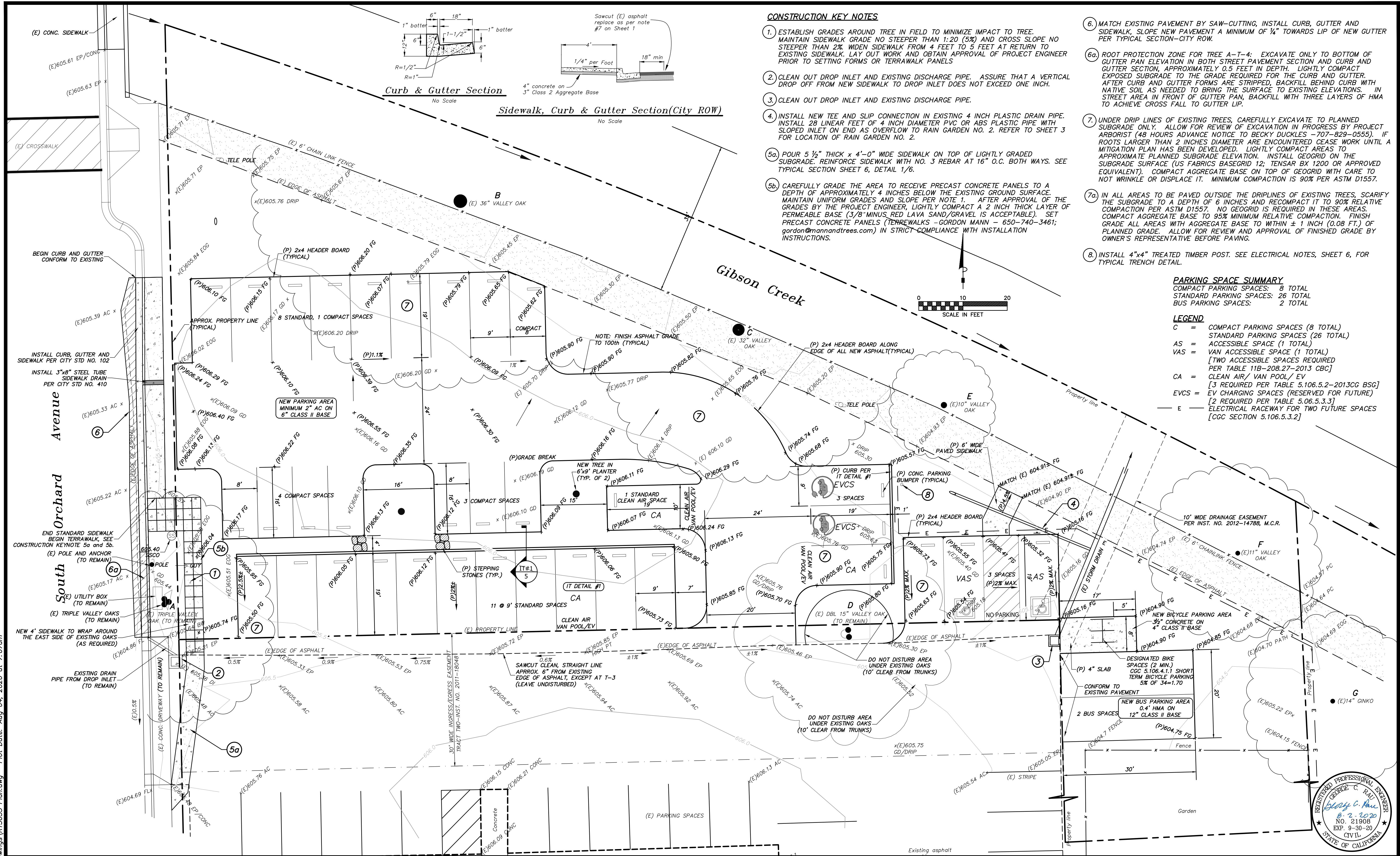
of

6

SHEETS



Xrefs: Z:\R15053\Drawings\R15053 Plan.dwg Plot Date: Aug 04, 2020 at 7:07am
Path: Z:\R15053\Drawings



DATE:	REVISION:	BY:	COMPUTER NO. SERVER
			PATH: Z:\R15053\DRAWINGS
			FILE: R15053 PLANDWG
			PSVIEW:
			MSVP:
			MSVIEW:

OWNER:	BLAHA dba 620 & 630 KINGS COURT
LOCATION:	APN: 002-340-24 UKIAH, CALIFORNIA

RAU AND ASSOCIATES INC.
CIVIL ENGINEERS • LAND SURVEYORS
100 NORTH PINE STREET • (707) 462-6536 • UKIAH, CA 95482

DRAWING:	STRIPING, GRADING & DRAINAGE PLAN
PROJECT:	SITE PLAN-OVERFLOW PARKING

Date:	OCT. 2015	SHEET 2 of 6 SHEETS
Scale:	AS SHOWN	
Drawn:	JCJ	
Checked:	GCR	
Reviewed:	GCR	
JOB NO.	R15053	

NOTE:
SEE SHEET 5 AND 6
FOR LID DETAILS

<i>VS</i>	=	<i>BIOSWALE</i>
<i>RG</i>	=	<i>RAIN GARDEN</i>
<i>LS</i>	=	<i>LANDSCAPE AREA</i>
<i>IT</i>	=	<i>INFILTRATION TRENCH</i>
<i>RD</i>	=	<i>RELIEF DRAIN</i>

- ✱ DESCHAMPSIA CAESPITOSA
(TUFTED HAIR GRASS)
- POLYSTICHUM CALIFORNICUM
(SWORD FERN)
- ⊕ IRIS DOUGLASIANA
(DOUGLAS IRIS)
- ⦿ ESCHSCHOLZIA CALIFORNICA
(CALIFORNIA POPPY)
- △ BORING LOCATION FOR SOIL
CHARACTERIZATION

Page 60 of 78

EROSION CONTROL NOTES:

1. TEMPORARILY COVER PILES OF SOIL FROM EXCAVATION WITH IMPERMEABLE COVER FABRIC UNTIL IT CAN BE HAULED TO A DISPOSAL SITE.
2. INSPECT AND REPAIR FIBER ROLLS AFTER EACH STORM EVENT AND REMOVE SEDIMENT WHEN NECESSARY.
3. REMOVED SEDIMENT SHALL BE DEPOSITED TO AN AREA THAT WILL NOT CONTRIBUTE WATER BORNE SEDIMENT TO OFF-SITE AND CAN BE PERMANENTLY STABILIZED.
4. ARRANGE TO HAVE COMMERCIALY AVAILABLE SANITARY FACILITIES DELIVERED.

WASTE MANAGEMENT NOTES:

1. SECTION 5.408.1 OF THE CBC WILL BE MET BY RECYCLING ALL SOIL AND ROCK MATERIALS EXCAVATED IN THE RESURFACING PROJECT.
2. SECTION 4.408.1.1 COMPLIANCE: EXISTING GRAVEL SURFACE MAY BE EXCAVATED SEPARATELY AND HAULED TO A DISPOSAL SITE WHERE SUCH MATERIALS ARE RECYCLED (SUCH AS A TO Z CONSTRUCTION, 4800 NORTH STATE STREET). SOILS WHICH ARE EXCAVATED CAN BE SEPARATED FROM THE GRAVEL SURFACING MATERIALS OR MIXED AND HAULED TO A DISPOSAL SITE FOR RECYCLING.
3. EXCESS AGGREGATE BASE AND HOT MIX ASPHALT MATERIALS SHALL BE RETURNED TO THE SOURCE OR TO A RECYCLING FACILITY SUCH AS A TO Z CONSTRUCTION.
4. THE CONTRACTOR SHALL MAINTAIN A LOG OF THE VOLUMES OF EACH MATERIAL, OR THE MIXED MATERIAL, ESTIMATED BY MEASURING IN-PLACE MATERIALS BEFORE THEY ARE EXCAVATED. FOR EXCESS AGGREGATE BASE AND HOT MIX ASPHALT, THE MATERIAL LOG MAY INDICATE ESTIMATED LOOSE YARDAGE IN THE TRANSPORT TRUCKS.

LEGEND

WM-9 SANITARY/SEPTIC WASTE MANAGEMENT

SE-10 DRAIN INLET PROTECTION

EC-2 PRESERVE EXISTING VEGETATION

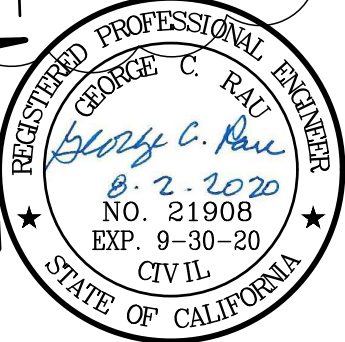
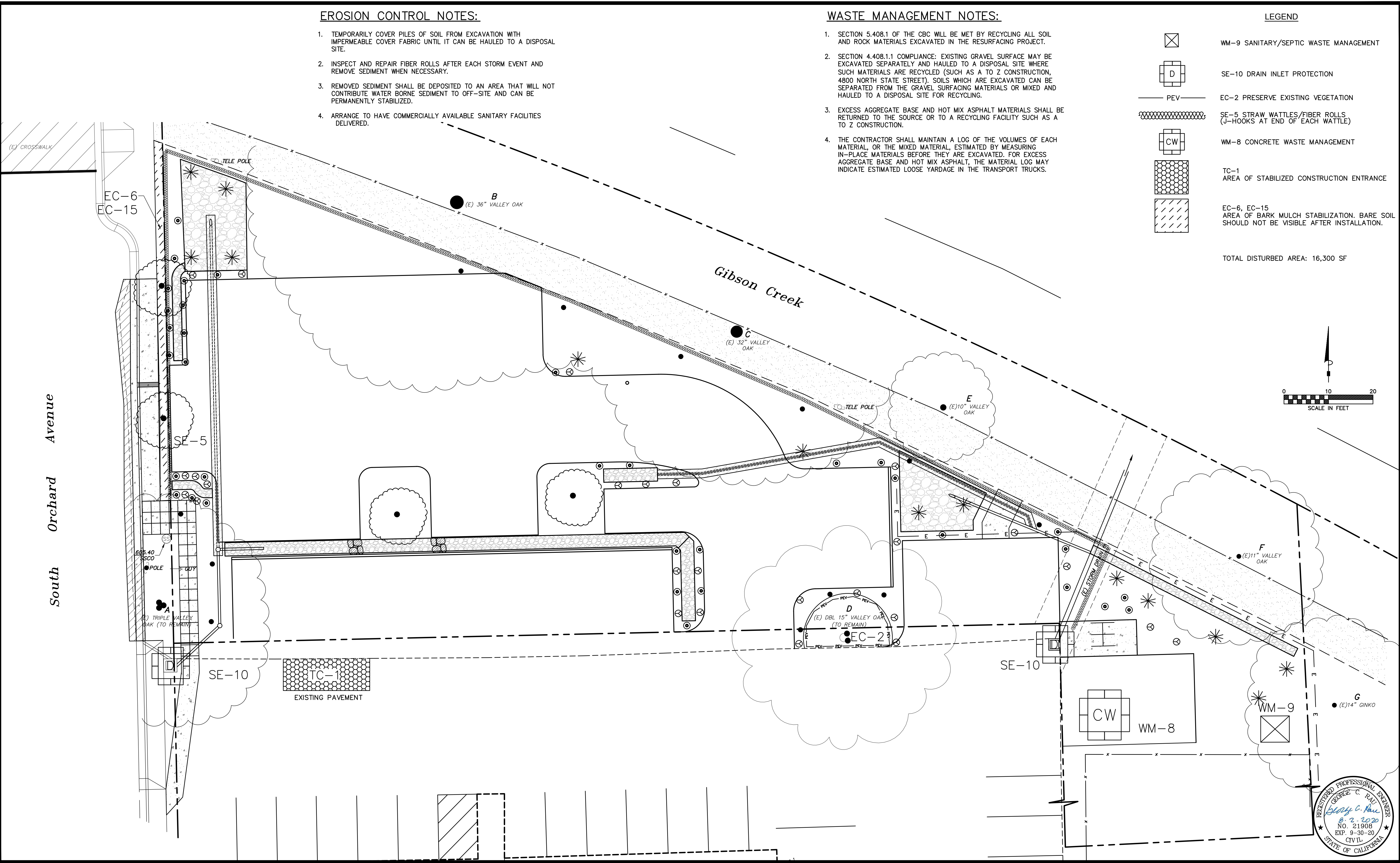
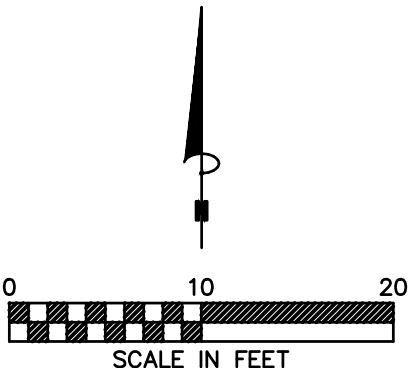
SE-5 STRAW WATTLES/FIBER ROLLS (J-HOOKS AT END OF EACH WATTLE)

WM-8 CONCRETE WASTE MANAGEMENT

TC-1 AREA OF STABILIZED CONSTRUCTION ENTRANCE

EC-6, EC-15 AREA OF BARK MULCH STABILIZATION. BARE SOIL SHOULD NOT BE VISIBLE AFTER INSTALLATION.

TOTAL DISTURBED AREA: 16,300 SF



DATE:	REVISION:	BY:	COMPUTER NO. SERVER
			PATH: Z:\R15053\DRAWINGS
			FILE: R15053 PLANDWG
			PSVIEW:
			MSVP:
			MSVIEW:

OWNER: BLAHA dba 620 & 630 KINGS COURT

LOCATION: S. ORCHARD AVENUE
UKIAH, CALIFORNIA

RAU AND ASSOCIATES INC.

CIVIL ENGINEERS • LAND SURVEYORS

100 NORTH PINE STREET • (707) 462-6536 • UKIAH, CA 95482

DRAWING: EROSION CONTROL PLAN

PROJECT: SITE PLAN-OVERFLOW PARKING

Date: MARCH 2020

Scale: AS SHOWN

Drawn: MAW

Checked: GCR

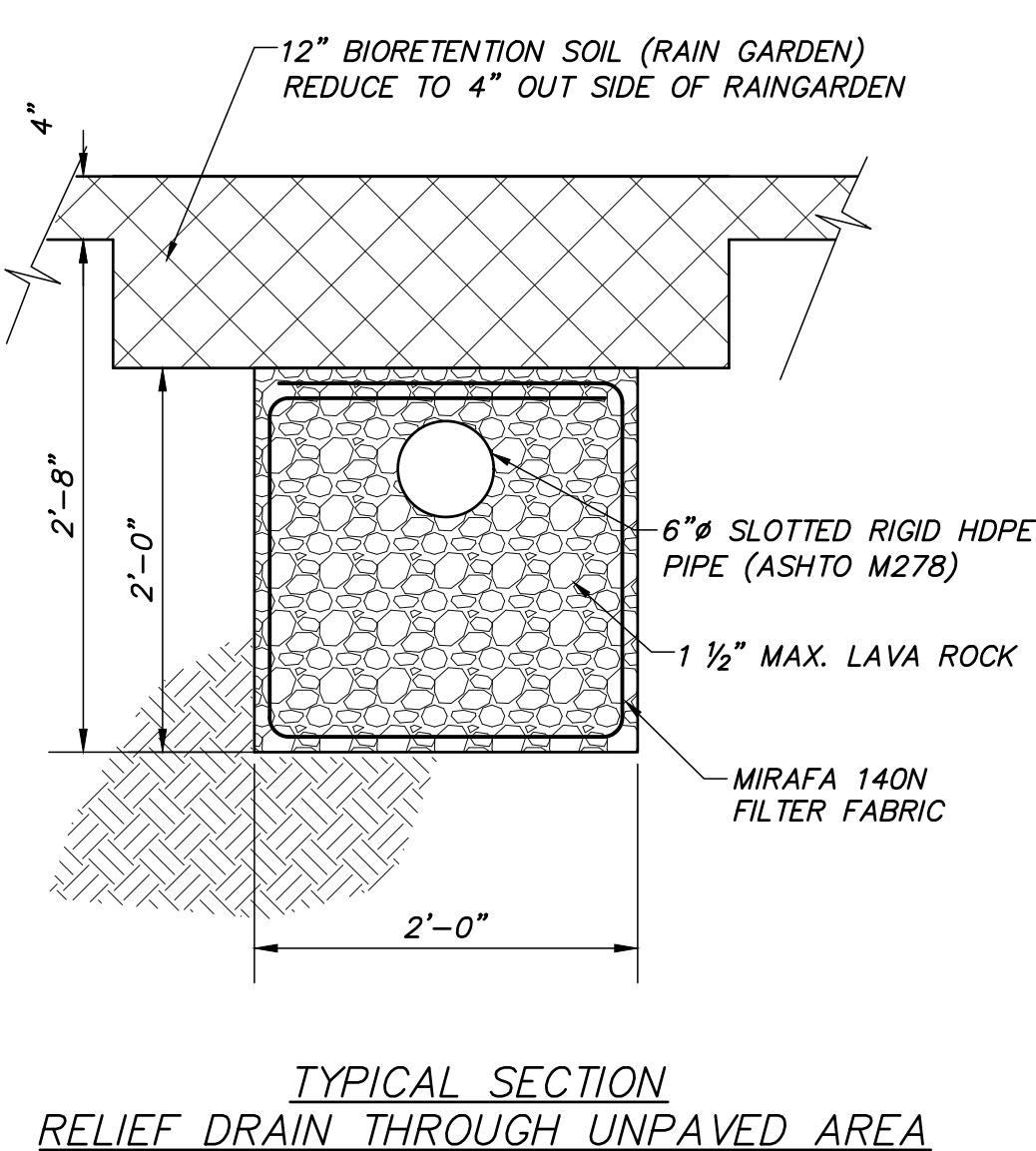
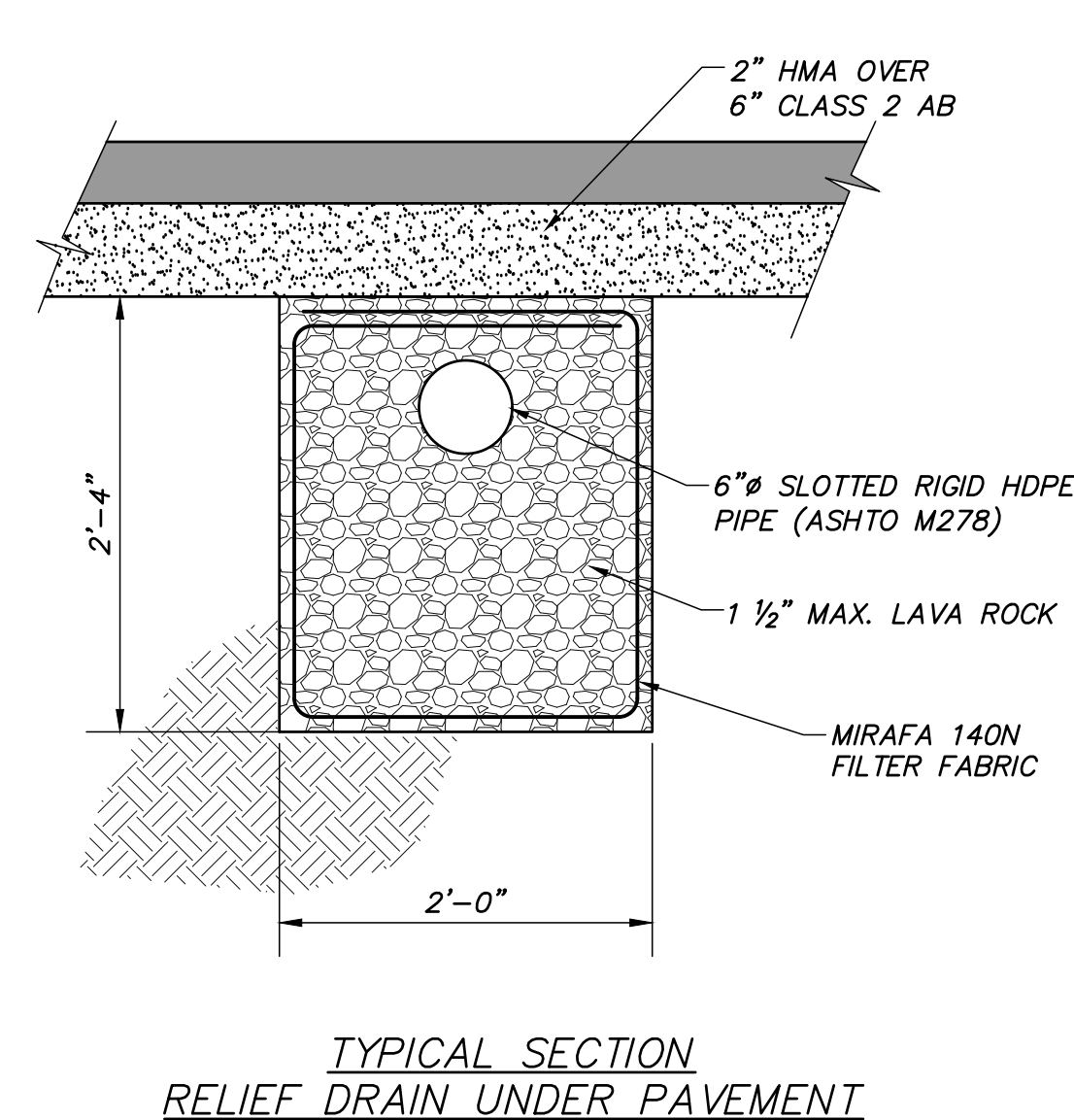
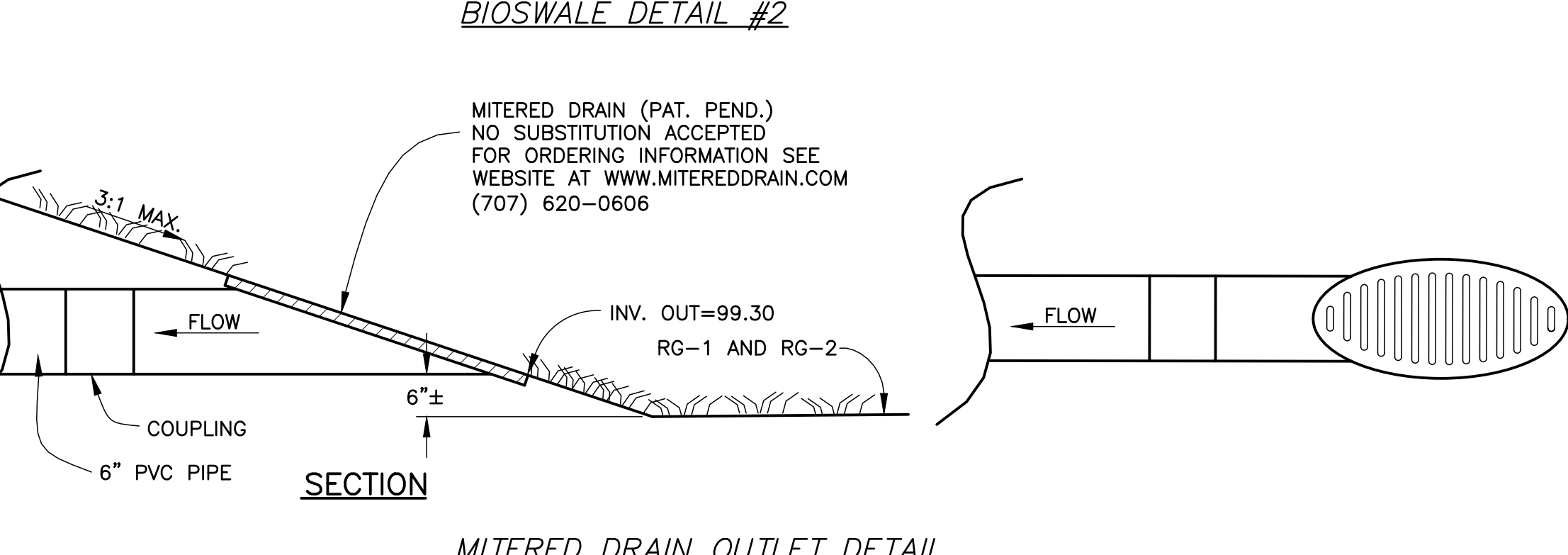
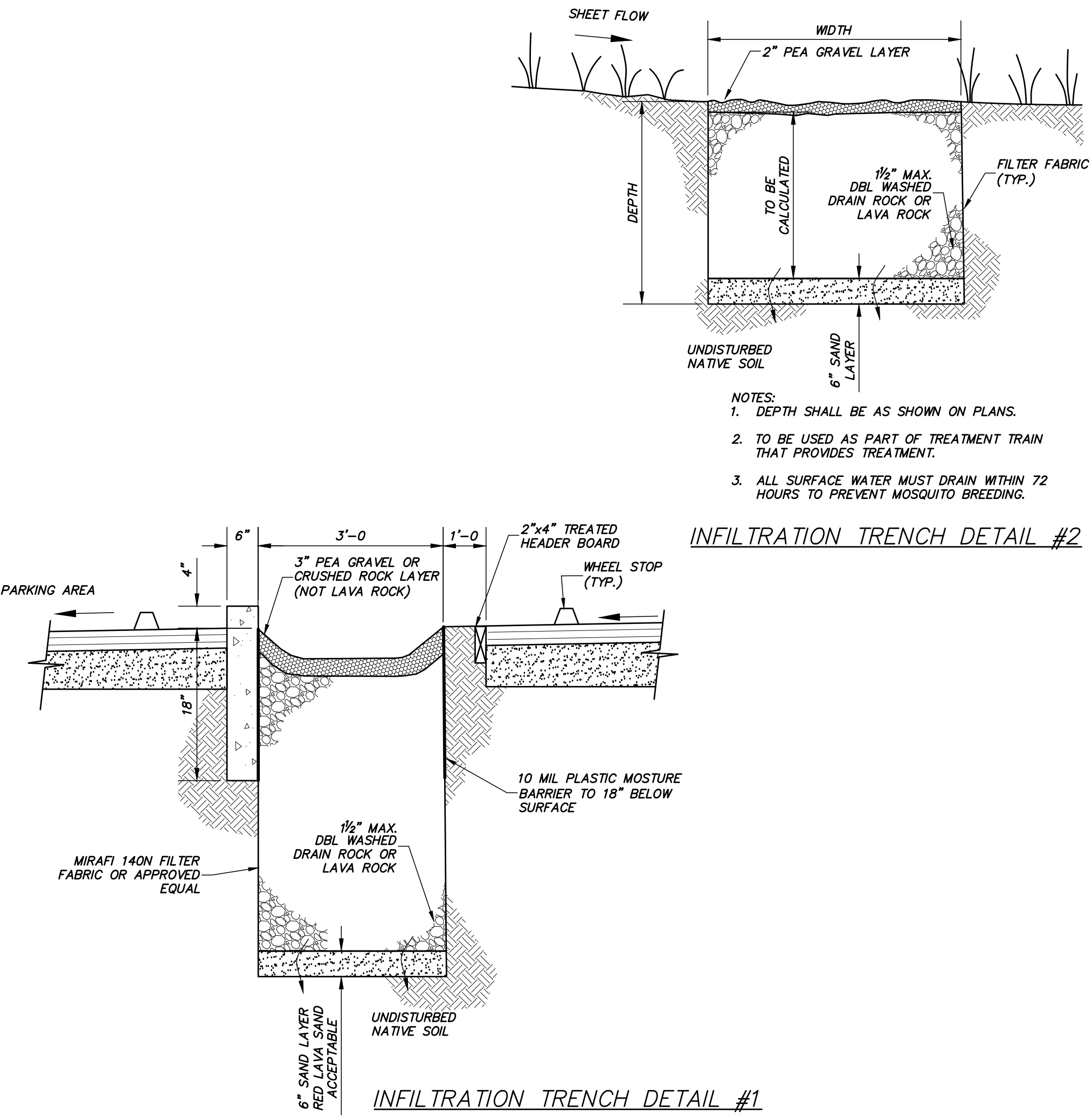
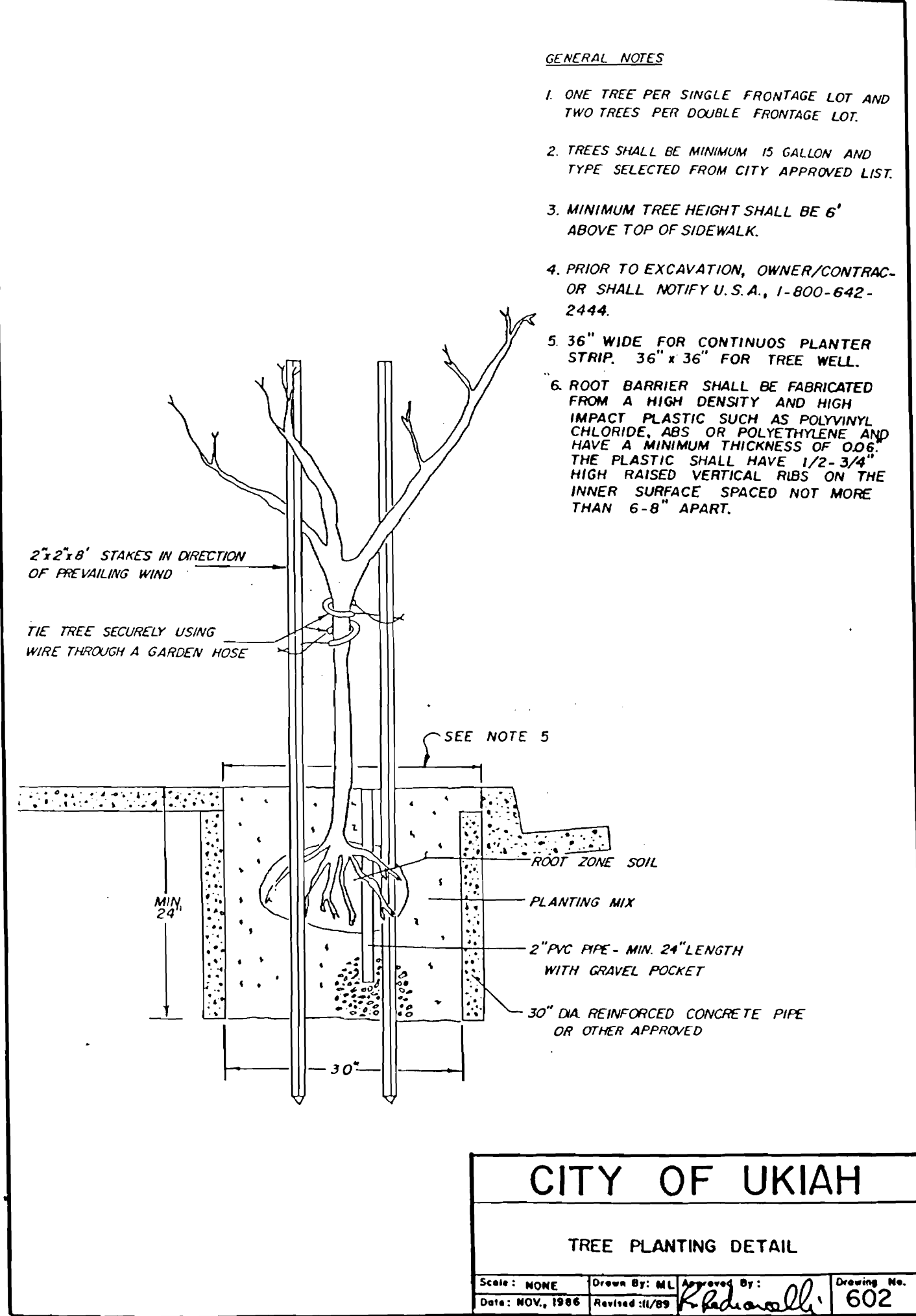
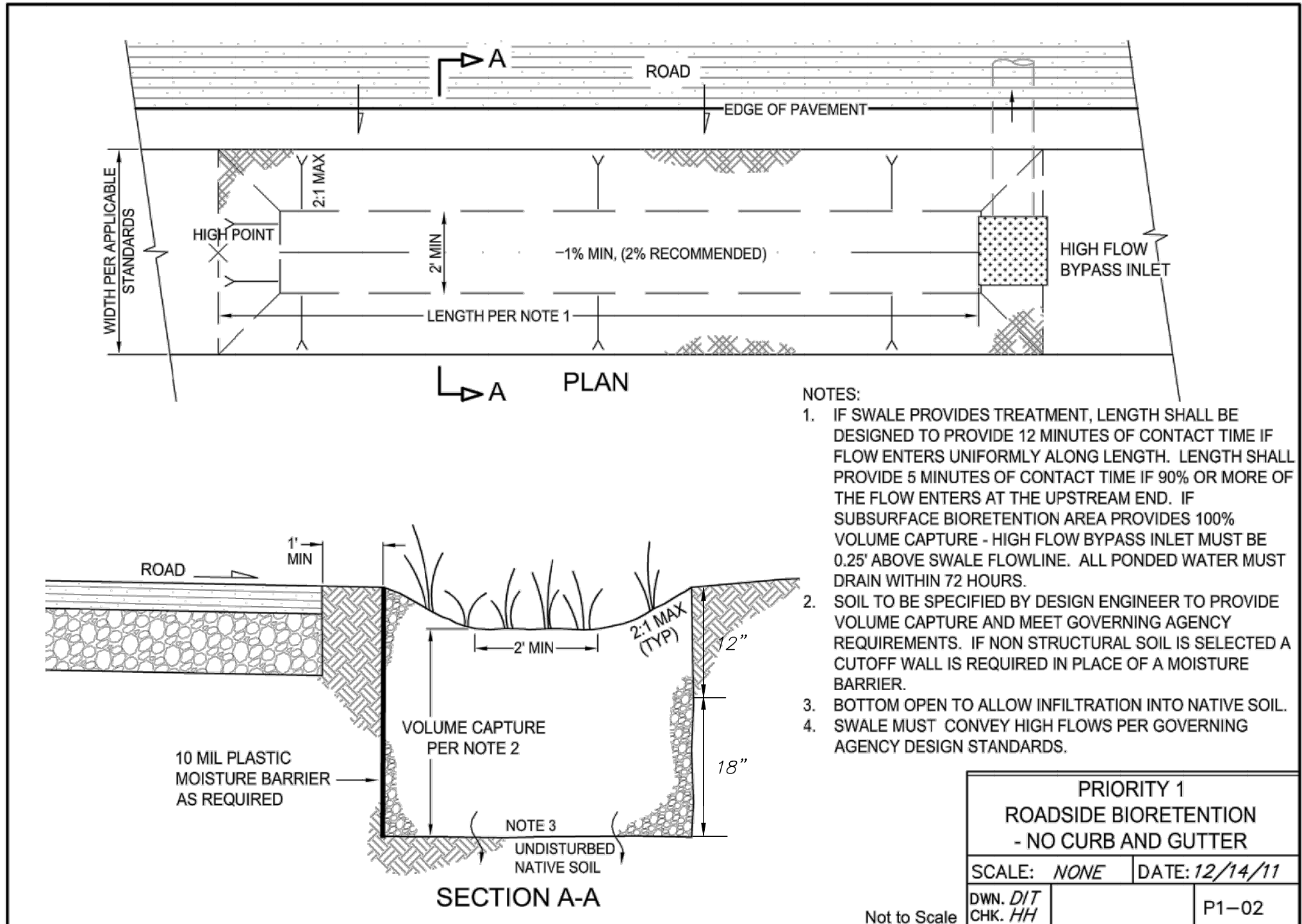
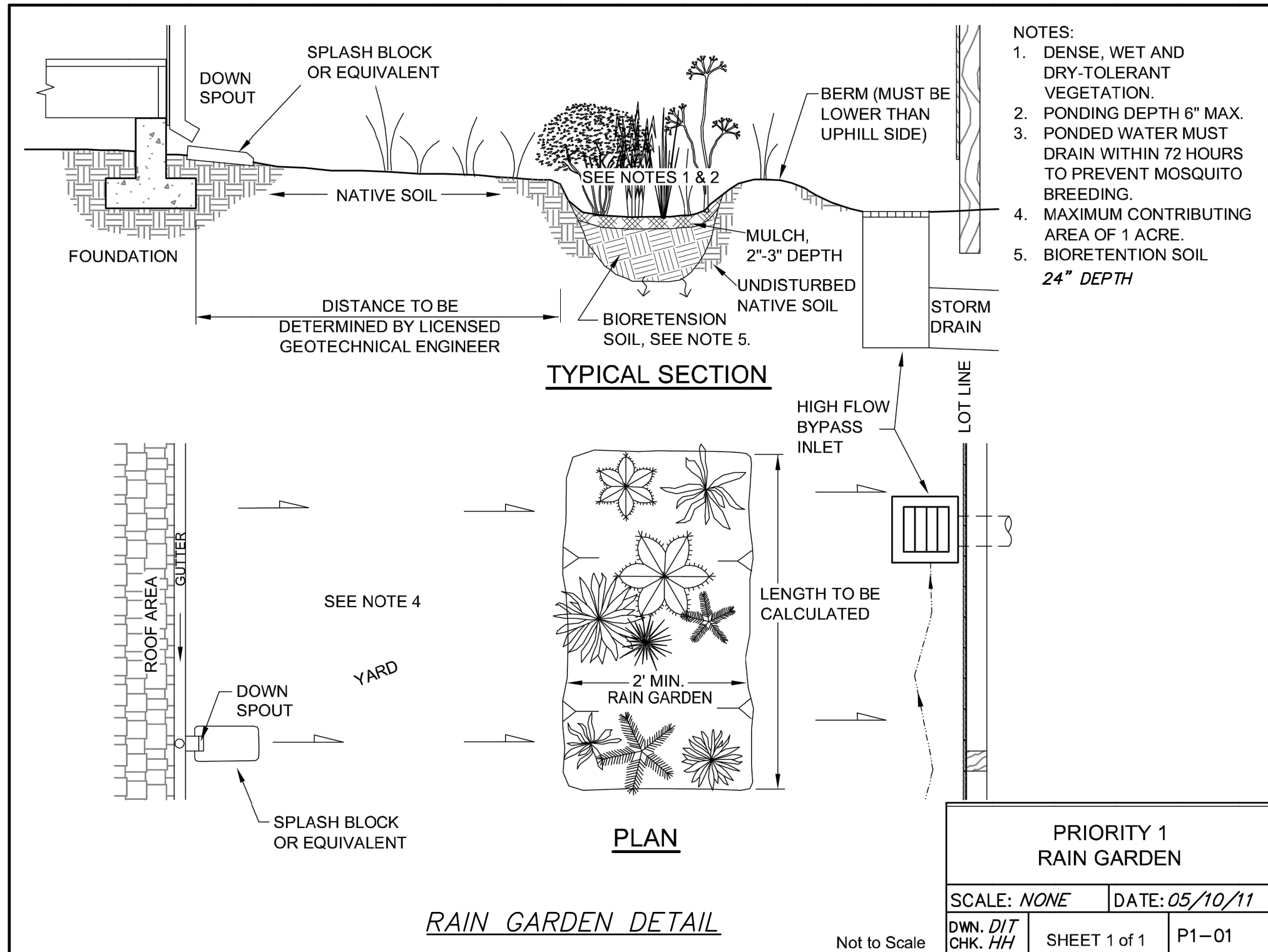
Reviewed: GCR

JOB NO. R15053

SHEET 4 of 6 SHEETS

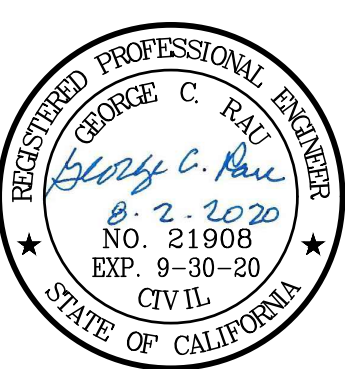
Xrefs: Z:\R15053\Drawings\R15053 Plandwg Plot Date: Aug 04, 2020 at 7:07am

Xrefs: Path: Z:\R15053\Drawings\R15053 Plan.dwg Plot Date: Aug 04, 2020 at 7:07am

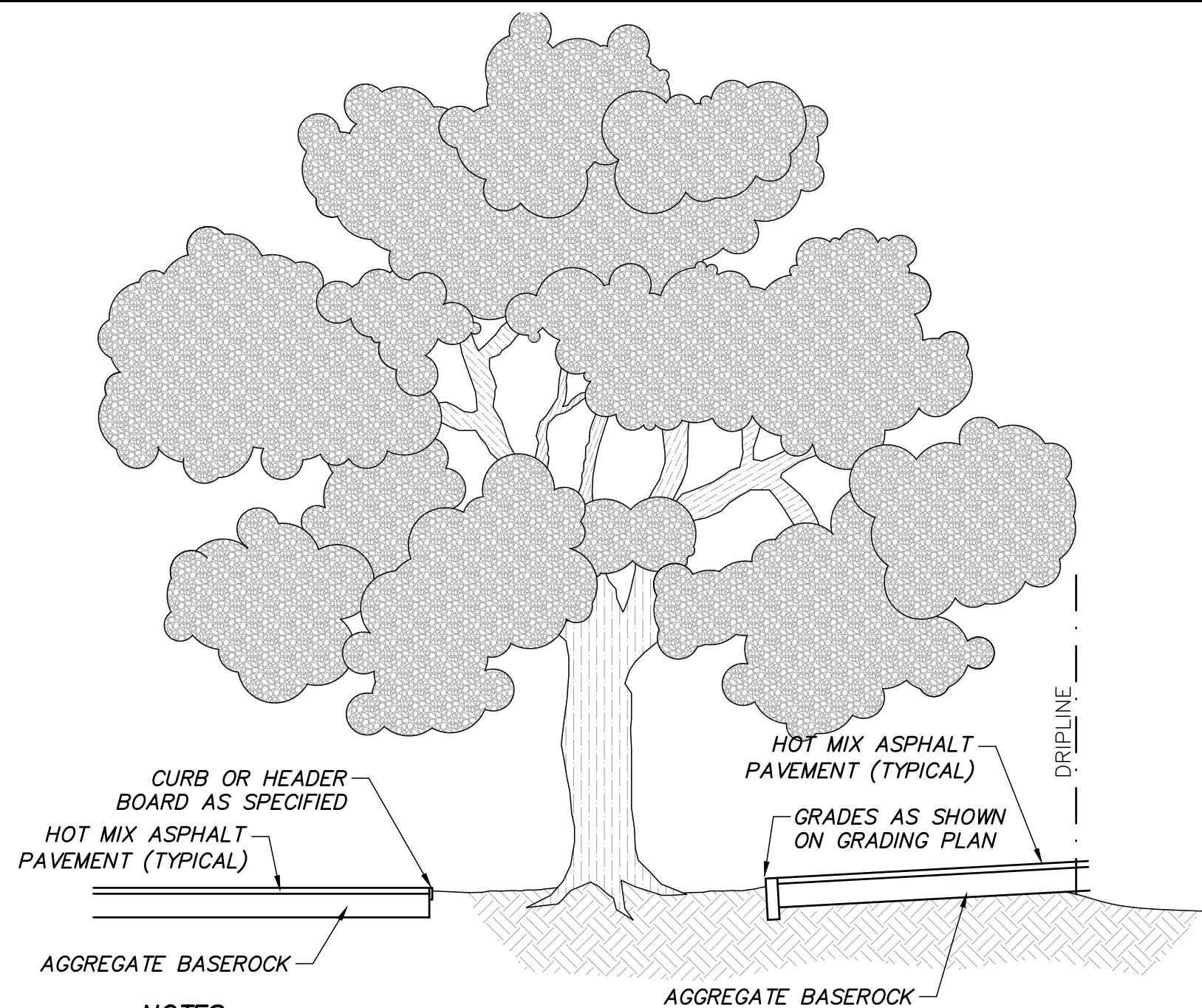


BIORETENTION SOIL AND INFILTRATION MEDIUM NOTES:

1. BIORETENTION SOIL IN RAIN GARDENS, BIOSWALES, AND TREE WELLS T-1 AND T-2 SHALL BE LANDSCAPE SOIL MIX WITH 1 PARTS SOIL, 1 PART SAND, AND 1 PART FIR BARK COMPOST PRODUCED BY A TO Z CONSTRUCTION (4300 NORTH STATE STREET, UKIAH, (707)485-9650) OR APPROVED EQUIVALENT.
2. BIORETENTION SOIL, AS SPECIFIED ABOVE SHALL BE USED AS A PLANTING MIX FOR TREE WELLS T-1 AND T-2. IN GENERAL FOLLOW THE PLANTING DIAGRAM IN CITY OF UKIAH DRAWING 602. (SEE ABOVE) HOLD EXCAVATION LIMITS 1.5' FROM EDGES OF TREE WELL. DEPTH OF PLANTING MIX SHALL BE 2.5' MIN. NO ROOT BARRIER IS REQUIRED. DO INSTALL 2" PVC PIPE WITH GRAVEL POCKET FOR SUPPLEMENTAL WATERING.
3. IF A SIGNIFICANT AMOUNT OF OAK ROOTS ARE ENCOUNTERED, DEPTH OF BIORETENTION SOIL MAY BE REDUCED TO 12" MIN. IN THE AREAS OF ROOT CONCENTRATIONS.
4. 3/4" OR 1" RED LAVA DRAIN ROCK (APPROVED BY THE ENGINEER) MAY BE SUBSTITUTED FOR DOUBLE WASHED 1.5" DRAIN ROCK IN INFILTRATION TRENCHES.
5. REFER TO OTHER ROOT PROTECTION NOTES, SHEET 6.

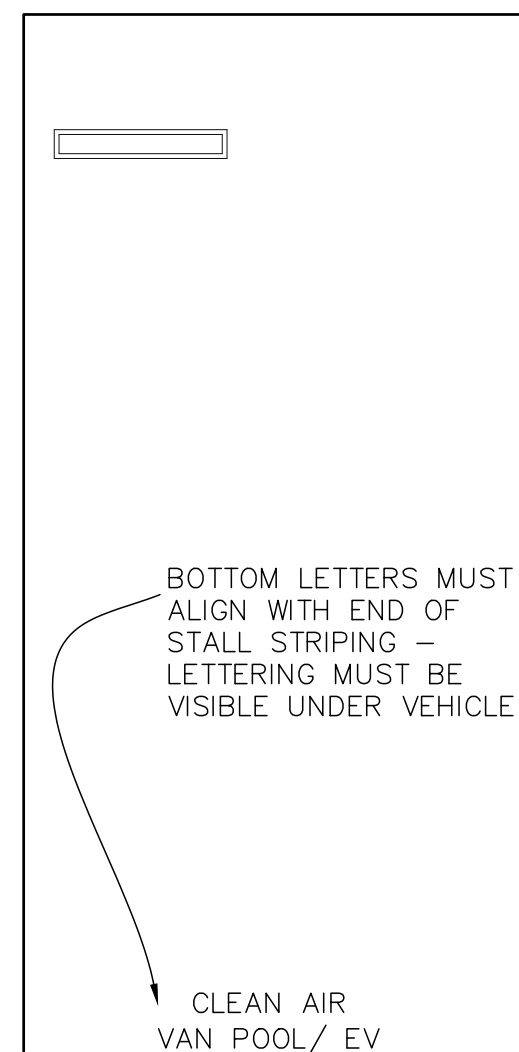


DATE:	REVISION:	BY:	COMPUTER NO. SERVER	OWNER: BLAHA dba 620 & 630 KINGS COURT	RAU AND ASSOCIATES INC. CIVIL ENGINEERS • LAND SURVEYORS 100 NORTH PINE STREET • (707) 462-6536 • UKIAH, CA 95482	DRAWING:	DETAILS	Date:	MARCH 2020	SHEET 5 of 6 SHEETS	
			PATH: Z:\R15053\DRAWINGS			LOCATION: APN: 002-340-24 UKIAH, CALIFORNIA	PROJECT:	SITE PLAN-OVERFLOW PARKING	Scale:		AS SHOWN
			FILE: R15053 PLANDWG				Checked:	GCR			
			PSVIEW:				Reviewed:	GCR			
			MSVP:				JOB NO.	R15053			
			MSVIEW:								



NOTES:

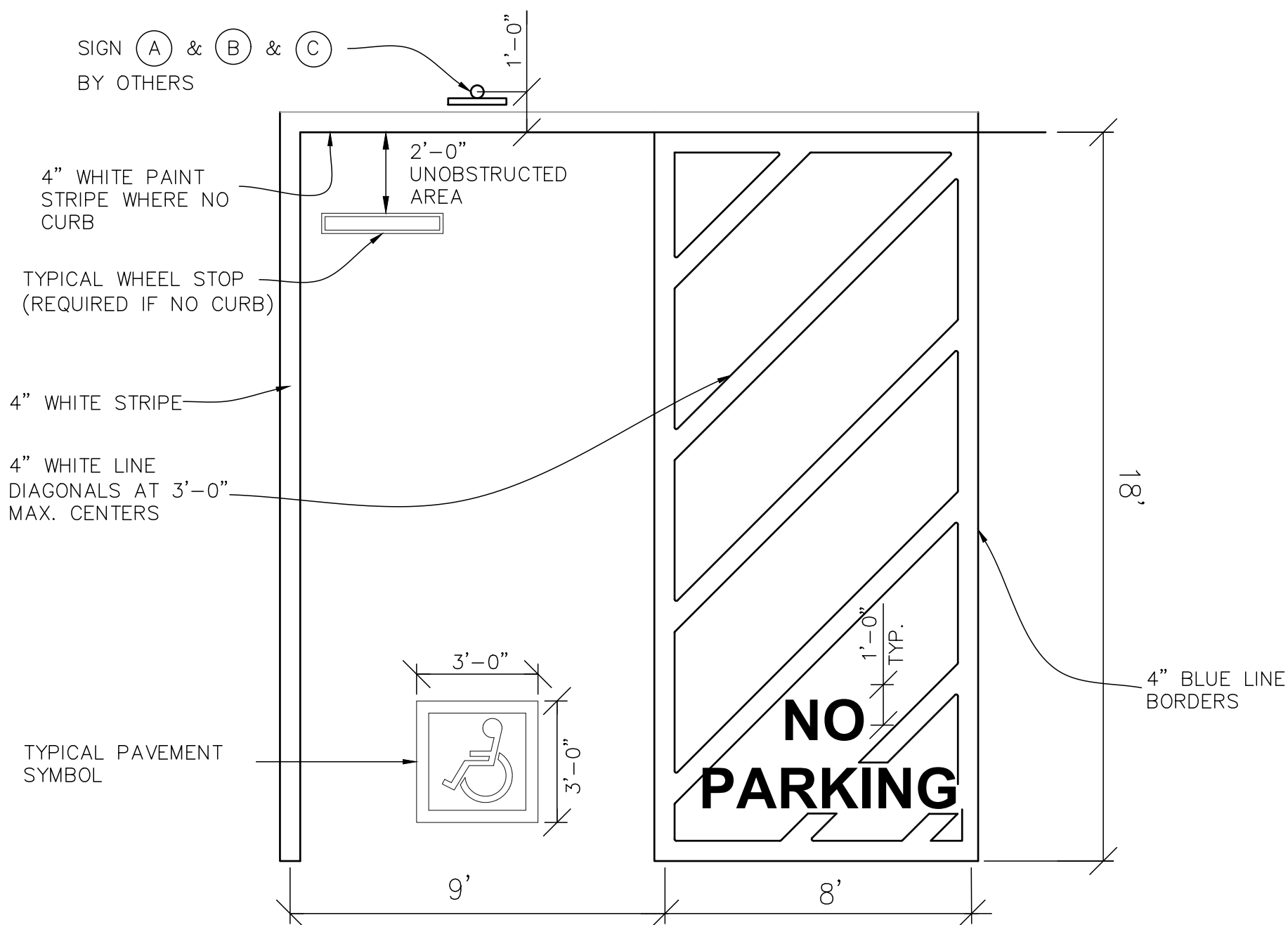
- WHERE PRUNING FOR CLEARANCE IS REQUIRED ON ANY TREES TO REMAIN, IT SHOULD BE DONE BY QUALIFIED TREE WORKERS ACCORDING TO ISA & ANSI A300 PRUNING GUIDELINES, PRIOR TO CONSTRUCTION.
- PRUNING SHOULD BE THE MINIMUM NECESSARY FOR HAZARD REDUCTION, (I.E. THE REMOVAL OF DEADWOOD 2" AND LARGER, ETC.) AND FOR CLEARANCE.
- NO PARKING, OPERATION OF EQUIPMENT, STORAGE OF MATERIALS, OR DISPOSAL OF WASTE SHALL OCCUR WITHIN DRIPLINES OF PROTECTED TREES, EXCEPT AS DESIGNATED ON APPROVED PLAN.
- ROOTS ENCOUNTERED WHILE EXCAVATING SHALL BE KEPT COOL AND MOIST UNTIL READY FOR BACKFILL. ROOTS WHICH ARE 2 INCHES IN DIAMETER AND SMALLER, AND WHICH NEED TO BE CUT FOR CONSTRUCTION OF THE STRUCTURAL SECTION, SHALL BE CUT CLEAN AND SQUARE. NO COATING SHALL BE APPLIED.
- PROJECT ARBORIST SHALL VISIT THE SITE DURING ROUGH GRADING TO INSPECT TREES AND ROOTS WHICH MAY HAVE BEEN EXPOSED FOR CONSTRUCTION OF THE NEW CURB AND GUTTER. A SHORT REPORT WILL BE ISSUED WITH OBSERVATIONS AND ANY RECOMMENDATIONS.
- DO NOT CUT ROOTS WITH A DIAMETER OF MORE THAN 2 INCHES UNTIL CONSULTATION WITH THE PROJECT ARBORIST HAS OCCURRED AND RECOMMENDATIONS DEVELOPED FOR PROCEEDING OR MODIFYING THE PLANS.
- REMOVE GRAVELED SURFACES WHEREVER NEW PAVEMENT IS NOT TO BE INSTALLED. UNDER DRIPLINES OF EXISTING TREES, CAREFULLY REMOVE 2 TO 3 INCHES OF GRAVEL WITH A TOOTHED BUCKET TO LOOSEN THE SOIL. AVOID DAMAGING ANY ROOT ZONES ENCOUNTERED. SPREAD 2 TO 3 INCHES OF BARK MULCH, APPROVED BY THE PROJECT ARCHITECT IN THESE AREAS. MAINTAIN A MINIMUM OF 3 FEET OF CLEARANCE TO THE TRUNK OF THE TREES.
- OUTSIDE OF DRIPLINES IN AREAS WHICH ARE NOT TO BE PAVED, REMOVE THE EXISTING GRAVEL SURFACE UP TO 6 INCHES THICK AND REPLACE WITH BIORETENTION SOIL SPECIFIED ON SHEET 6.



PLAN

**TYPICAL DESIGNATED PARKING SPACE
(SEC. 5.106.5.2-2013 CA GREEN CODE)**

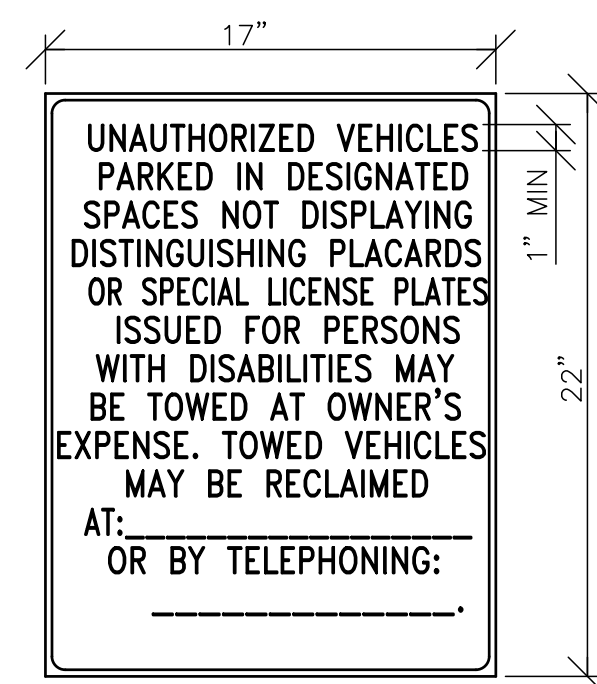
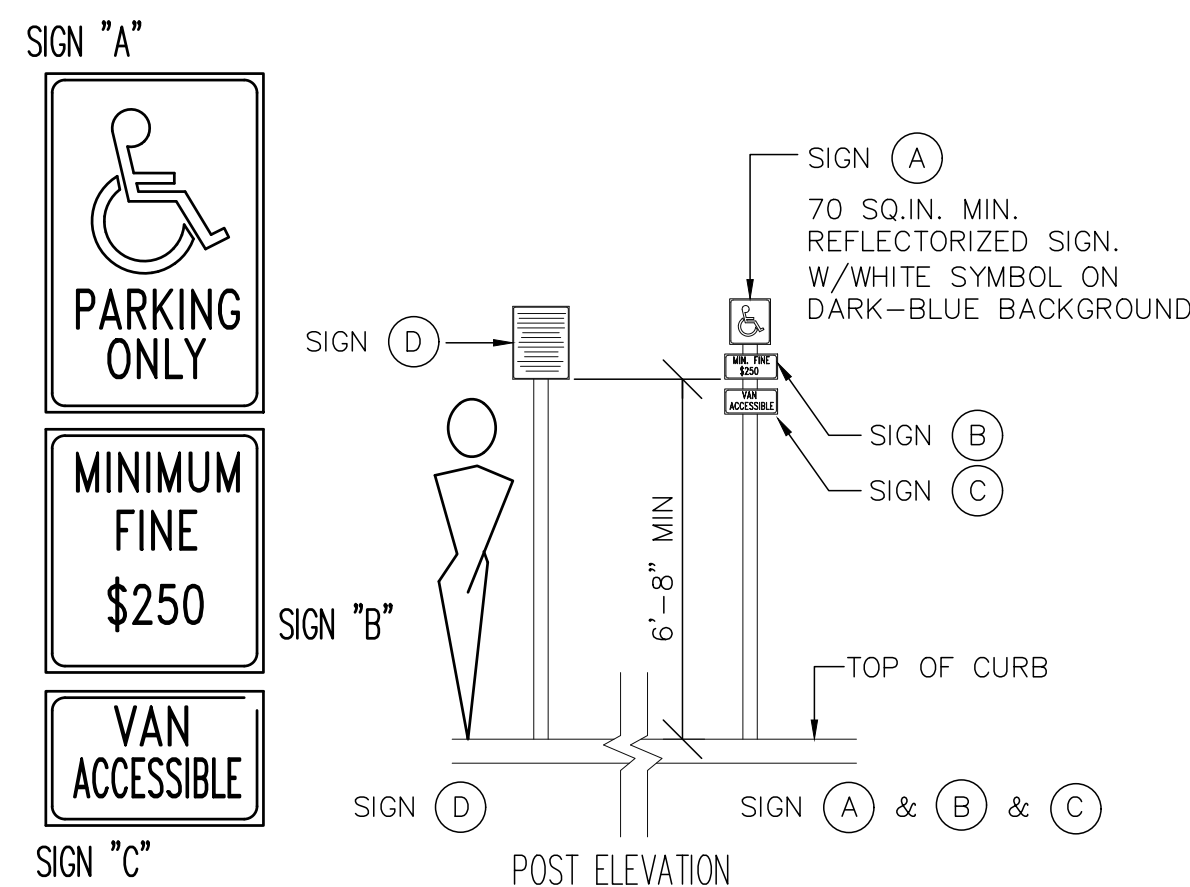
N.T.S.



PLAN

ACCESSIBLE PARKING STALL WITH SIGNS

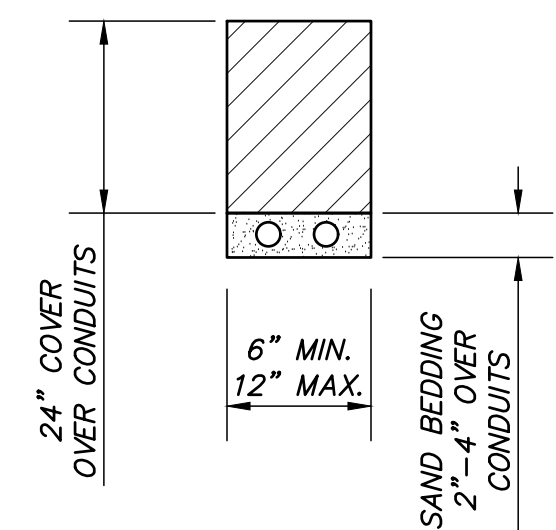
N.T.S.



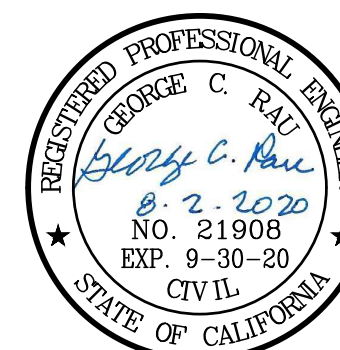
SIGN "D" AT ENTRANCE TO SITE BY OTHERS

ELECTRICAL NOTES

- ELECTRICAL CONDUITS SHALL CONFORM TO THE CURRENT CALIFORNIA ELECTRICAL CODE AND SHALL BE PVC OR OTHER APPROVED MATERIAL.
- INSTALL FISH TAPE IN EACH CONDUIT.
- IF NUMBER OF BENDS EXCEEDS ALLOWABLE, INSTALL INTERMEDIATE RISERS, CAPPED AND FASTENED TO A 4"x4" TREATED POST.
- CAP CONDUITS ON RISER SECTIONS EXTENDING AT LEAST 12" ABOVE GROUND. FASTEN RISERS TO A 4"x4" TREATED POST AT LOCATION OF FUTURE CHARGING SPACES AND AT LOCATION SPECIFIED BY THE OWNER WITHIN 4' OF BUILDING AT 620 KINGS COURT.

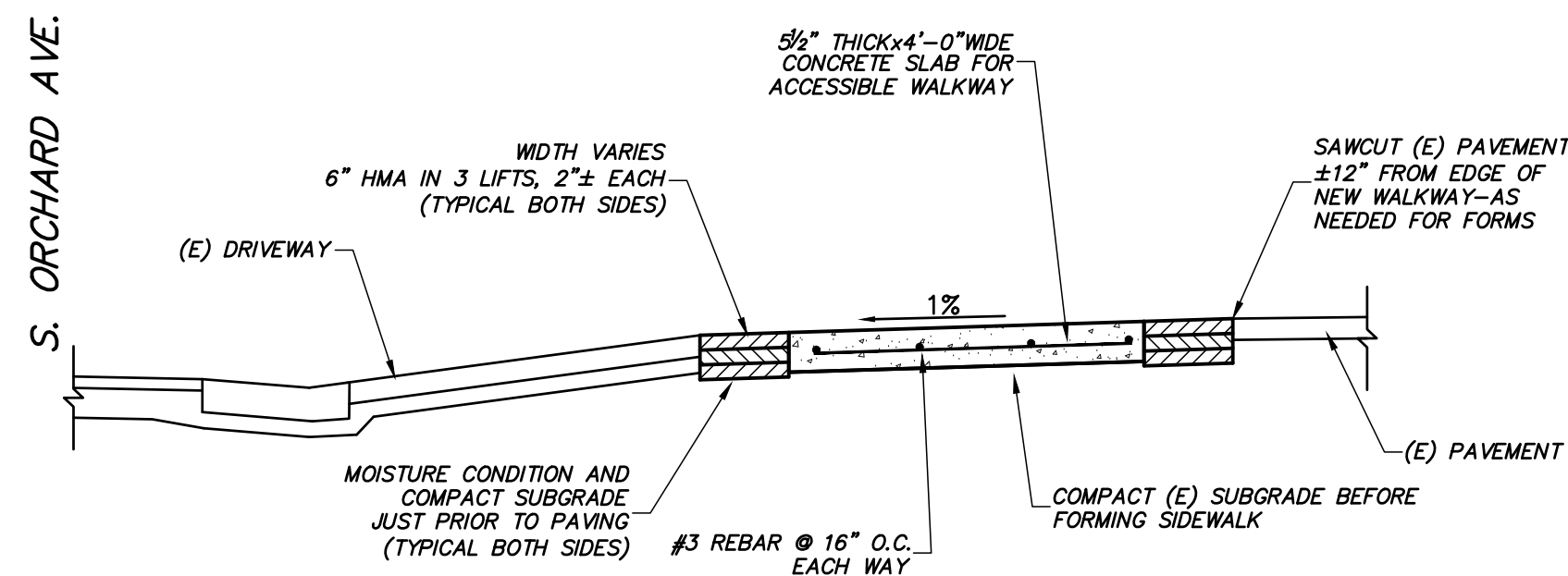


SECTION-ELECTRICAL



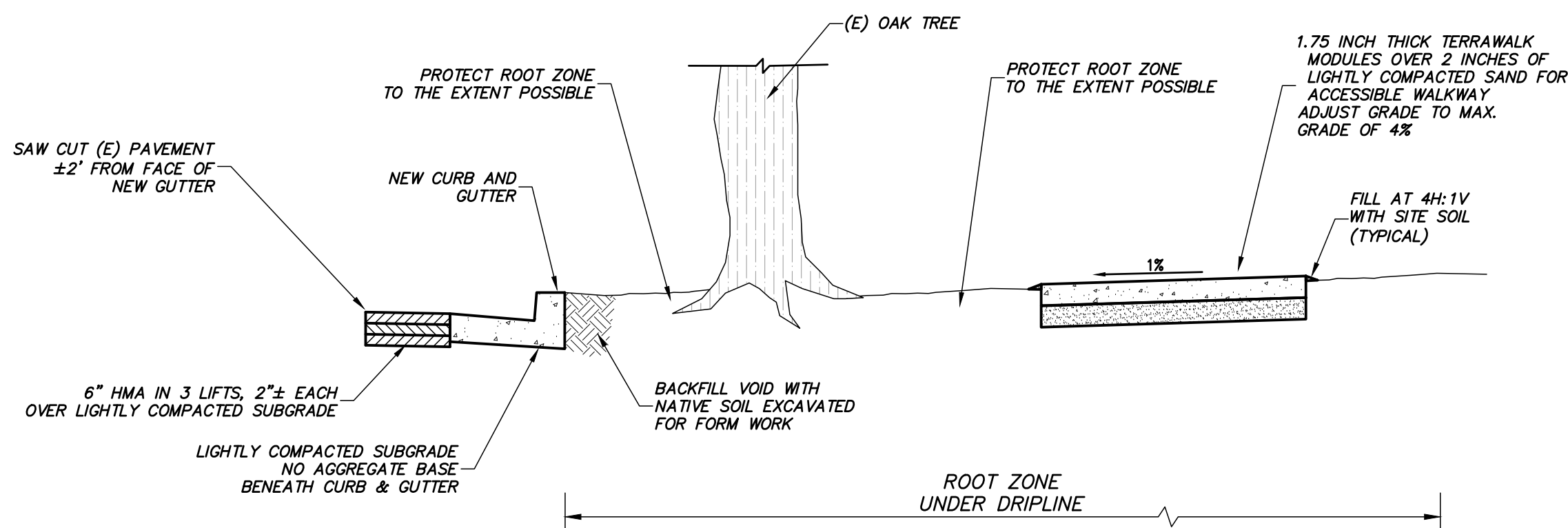
3 FLOW-THROUGH INTERCEPTOR TREE DETAIL (WELL DRAINED SOIL)

6



1 TYPICAL SECTION-ACCESSIBLE WALK BEHIND EXISTING DRIVEWAY

6



2 TYPICAL SECTION UNDER DRIPLINE OF TREE

6

DATE:	REVISION:	BY:	COMPUTER NO. SERVER
			PATH: Z:\R15053\DRAWINGS
			FILE: R15053 PLANDWG
			PSVIEW:
			MSVP:
			MSVIEW:

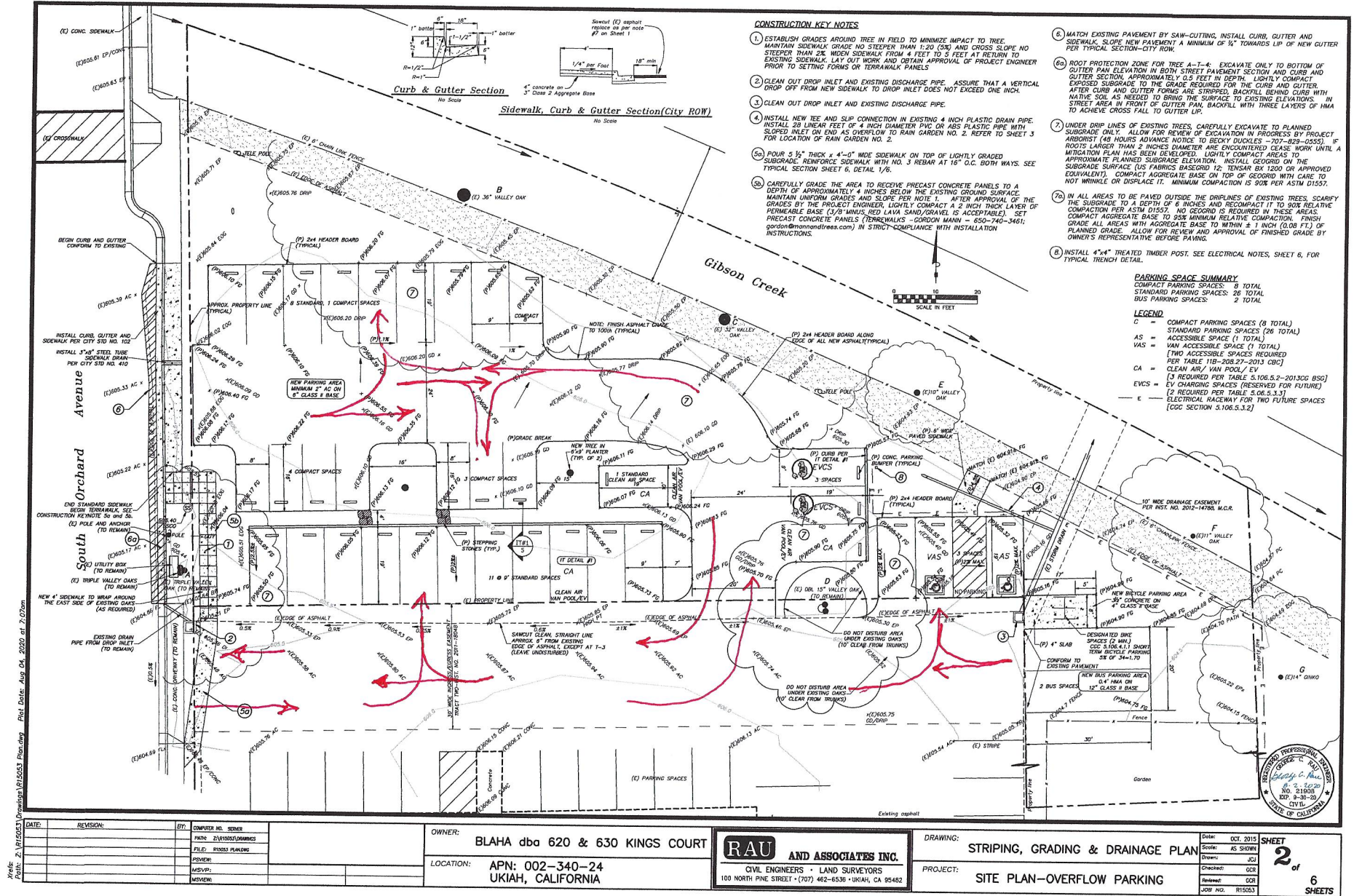
OWNER:	BLAHA dba 620 & 630 KINGS COURT
LOCATION:	APN: 002-340-24 UKIAH, CALIFORNIA

RAU AND ASSOCIATES INC.
CIVIL ENGINEERS • LAND SURVEYORS
100 NORTH PINE STREET • (707) 462-6536 • UKIAH, CA 95482

DRAWING:	DETAILS
PROJECT:	SITE PLAN-OVERFLOW PARKING

Date:	MAECH 2020	SHEET 6 of 6 SHEETS
Scale:	AS SHOWN	
Drawn:	MAW	
Checked:	GCR	
Reviewed:	GCR	
JOB NO.	R15053	

Xrefs: Z:\R15053\Drawings\R15053 Plandwg Plot Date: Aug 04, 2020 at 2:07am





City of Ukiah

Email: planning@cityofukiah.com

Web: www.cityofukiah.com

Planning Division

Phone: (707) 463-6203

Fax: (707) 463-6204

Project Review Committee Referral

Please provide comments by September 14, 2016

The City of Ukiah Planning and Community Development Department is soliciting input on the project described below for use in the staff analysis, CEQA document and public hearing documents. You are invited to comment on any aspect of the proposed project, including information required before you can finalize your comments and recommended conditions of approval for the project.

TO:

- Kevin Thompson, Interim Planning Director
- Michelle Johnson, Assistant Planner
- ☒ David Willoughby, Building Official
- ☒ Ben Kageyama, Senior Civil Engineer
- ☒ Kevin Jennings, Fire
- ☒ Sean Kaeser, Investigations Commander
- ☒ Jimmy Lozano, Electrical
- ☒ Scott Bozzoli, Electrical
- Airport Commission
- Mendocino County Air Quality (disturbed area +1 acre)
- Mendocino County Airport Commission
- Mendocino County Health Department

- Mendocino County Planning Department
- Mendocino County Public Health
- Mendocino Transit Authority
- Regional Water Quality Control Board
- CA Department of Fish & Game
- Northwest Information Center
- AT & T
- PG & E (gas)
- PG & E (Land Rights)
- Other: Mendocino County Environmental Health
- ☒ **Other: Katrina, Public Notice**

FROM: Michelle Johnson, Assistant Planner / email mjohnson@cityofukiah.com / phone 707 463-6206

Date Filed:	September 7, 2016	Date Referred:	September 07, 2016
Previous File #:	N/A	Resubmittal:	
File #(s)	Munis 2109	Applicant:	Lee Kraemer
Project Name:	Kings Court Parking Lot	Address:	417 A Talmage Road
Site Location:	620 & 630 Kings Court		Ukiah, CA 95482
APN:	002-340-24		
Zoning:	Community Commercial (C-1)	Phone:	707-391-8223
General Plan:	Commercial (C)	Email:	lsk@sonic.net

Project Description: The applicant is requesting Zoning Administrator approval for a Minor Site Development Permit to allow an overflow parking lot at 620 & 630 Kings Court.

Attachments: Project Description, Site Plan, Google Map, Photos and Parcel Map

Please provide comments by September 14, 2016

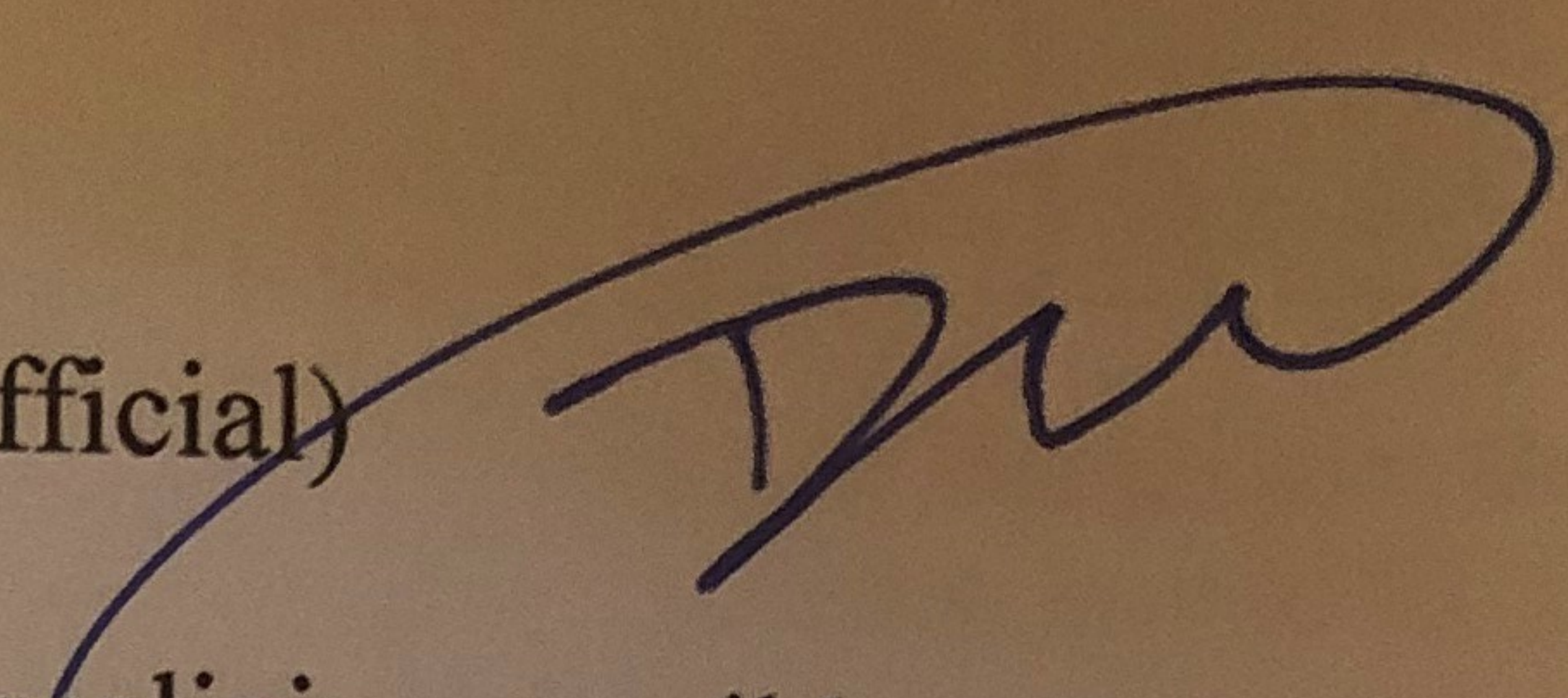
If No Comments, please sign and date below and return this Project Referral Form by the date noted above.

Kevin P. Jennings
Signature

9-12-16
Date

PRC COMMENTS

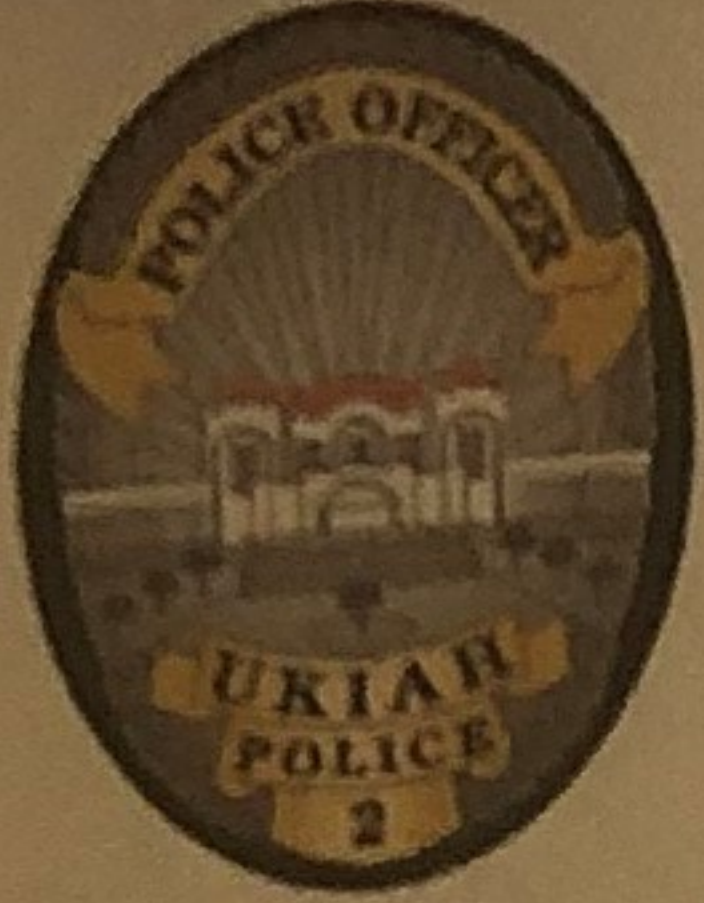
DATE: September 21, 2016
PLANNING PERMIT #: 2109
OWNER/APPLICANT: Lee Kraemer
PROPERTY ADDRESS: 620 and 630 Kings Ct.
PROJECT NAME: Kings Court Parking Lot
FROM: David Willoughby (Building Official)



The following comments are intended to aid the applicant in realizing possible requirements for the project and are not intended as a plan review.

A building permit is required to construct the parking lot. The following will be required to obtain the permit:

- 1 building permit application
- 3 copies of a plot plan showing the property lines, the parking lot and any structures on the parcel and distances from these items to the property line.
- 3 sets of plans which include a site plan, grading and drainage plan, electrical plan, landscape plan and any associated details.
- 2 sets of energy calculations for the lighting.



Ukiah Police Department

Safety, Professionalism, Community Service

Chris Dewey
Chief of Police

Project Review Site Location: 620 & 630 Kings Court (Based on plan provided)

Site Visit: September 12, 2016

The below list is to be used as **RECOMMENDATIONS ONLY** and includes opportunities to reduce potential crime and improve safety and security measures, i.e., visibility, access and security.

Parking lot entrances: (required for towing from private property)
-At each entrance, signage as currently posted on property stating "Authorized parking only, Violators towed at owner's expense. By Advantage Towing 707-621-0201, Ukiah P.D. 463-6262, C.V.C. 22658"
(See attached photo of current sign at location.)

Parking lot lighting:
-No noted transitional lighting or parking lot lighting. Use fixtures to light area uniformly and maximize dark sky practices limiting glare, light pollution and light trespass to improve safety and security.

General Landscaping:
-Keep all landscape planting maintained to limit overgrowth and allow natural surveillance.
-Ground cover plants should not exceed 2 ft. at maturity to allow visual/natural surveillance.
-Trees recommended to be pruned up to 6 ft. above ground and to not be conflicting with any light standards in order to maintain set illumination levels improving safety and security.

Respectfully submitted,
Nancy Sawyer, ICPS
Community Service Officer/Business Liaison
Ukiah Police Department
Phone: 707-467-5708
nsawyer@cityofukiah.com



City of Ukiah

Planning & Community Development Department
300 Seminary Avenue
Ukiah, CA 95482
Email: planning@cityofukiah.com
Web: www.cityofukiah.com
Planning Division
Phone: (707) 463-6203
Fax: (707) 463-6204

Project Review Committee Referral

Please provide comments by September 14, 2016

The City of Ukiah Planning and Community Development Department is soliciting input on the project described below for use in the staff analysis, CEQA document and public hearing documents. You are invited to comment on any aspect of the proposed project, including information required before you can finalize your comments and recommended conditions of approval for the project.

TO:

- Kevin Thompson, Interim Planning Director
- Michelle Johnson, Assistant Planner
- ☒ David Willoughby, Building Official
- ☒ Ben Kageyama, Senior Civil Engineer
- ☒ Kevin Jennings, Fire
- ☒ Sean Kaeser, Investigations Commander
- ☒ Jimmy Lozano, Electrical
- ☒ Scott Bozzoli, Electrical
- Airport Commission
- Mendocino County Air Quality (disturbed area +1 acre)
- Mendocino County Airport Commission
- Mendocino County Health Department

- Mendocino County Planning Department
- Mendocino County Public Health
- Mendocino Transit Authority
- Regional Water Quality Control Board
- CA Department of Fish & Game
- Northwest Information Center
- AT & T
- PG & E (gas)
- PG & E (Land Rights)
- Other: Mendocino County Environmental Health
- ☒ **Other: Katrina, Public Notice**

FROM: Michelle Johnson, Assistant Planner / email mjohnson@cityofukiah.com / phone 707 463-6206

Date Filed:	September 7, 2016	Date Referred:	September 07, 2016
Previous File #:	N/A	Resubmittal:	
File #(s)	Munis 2109	Applicant:	Lee Kraemer
Project Name:	Kings Court Parking Lot	Address:	417 A Talmage Road
Site Location:	620 & 630 Kings Court		Ukiah, CA 95482
APN:	002-340-24		
Zoning:	Community Commercial (C-1)	Phone:	707-391-8223
General Plan:	Commercial (C)	Email:	lsk@sonic.net

Project Description: The applicant is requesting Zoning Administrator approval for a Minor Site Development Permit to allow an overflow parking lot at 620 & 630 Kings Court.

Attachments: Project Description, Site Plan, Google Map, Photos and Parcel Map

Please provide comments by September 14, 2016

If No Comments, please sign and date below and return this Project Referral Form by the date noted above.

A preliminary SUSMP must be submitted with the application

Signature

Date

9/9/16

Interoffice Memorandum



To: Adele Phillips, Associate Planner
From: Ben Kageyama, Senior Civil Engineer
Date: July 11, 2017
Re: Project Review Committee Referral File No. 2109
Kings Court Parking Lot, Minor Site Development Permit Located at
620 and 630 Kings Court

The Department of Public Works has reviewed the above referenced project and offers the following comments for your consideration:

1. SUSMP: LID storm water calculations cannot include credits for disconnected pavement since there does not appear to be a landscape buffer between the pavement and the BMP being sized. When impervious areas discharge directly into the raingarden itself, there is no reduction in the run-off that enters the raingarden.
2. SUSMP: In Attachment B, please check the Summary of LID Compliance table and update all values.
3. SUSMP: The LID Determination Worksheet must be signed by the developer or owner.
4. Parking and rain garden areas are proposed to encroach onto the adjoining property to the south. Be sure that easements are adequate to accommodate the proposed uses.
5. Areas of rain garden are located under the existing oak tree dripline. Special care should be taken to ensure that construction and future maintenance (i.e. irrigation) does not adversely affect the trees. Coordination with an arborist is recommended.
6. Street trees shall be spaced approximately every 30' along Orchard Avenue within tree wells, a landscape strip, or within 5' of the back of sidewalk. Street tree types should be selected from the approved street tree list, or provide detailed justification for the proposed tree type.
7. Parking lot tree types should be selected from the approved parking lot tree list, or provide detailed justification for the proposed tree type.
8. For the new curb, gutter and sidewalk along Orchard Avenue, keep curb line parallel to street to allow for additional street parking, and transition to existing at north end with reversing curves. Provide ADA compliant curb ramp with detectable warning surface at the existing crosswalk.



City of Ukiah, CA Design Review Board

MINUTES

Regular Meeting

September 15, 2016

Ukiah Civic Center, 300 Seminary Avenue

1. **CALL TO ORDER:** Chair Liden called the Design Review Board meeting to order at 3:10 p.m. in Conference Room #3.

2. **ROLL CALL Present:** Member Nicholson, Morrow, Hawkes, Hise, Chair Liden

Absent:

Staff Present: Kevin Thompson, Interim Planning Director
Michelle Johnson, Assistant Planner
Cathy Elawadly, Recording Secretary

Others present: George Rau
Lee Kramer

3. **CORRESPONDENCE:**

4. **APPROVAL OF MINUTES:** The minutes from the July 14, 2016 meeting are available for review and approval.

Member Morrow noted the misspelling of the applicants' name that should be 'Thieriot.'

M/S Nicholson/Morrow to approve July 14, 2016 minutes, as amended. Motion carried (4-0) with Member Hise abstaining.

5. **AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

The DRB is required by the City Code to review and make a recommendation on all Site Development Permit applications.

6. **NEW BUSINESS:**

6A. Request for Review and Recommendation on a Minor Use Permit and Site Development Permit to develop a paved parking lot with 36 striped parking spaces, new trees, and live landscaping. 620 & 630 Kings Court, APN 002-340-27
File No.: Munis 2109-UP & SDP-ZA.

Assistant Planner Johnson:

- Provided some background regarding the proposed project:
 - The owners of the parcel with the addresses of 620 and 630 Kings Court want to improve the existing parking lot and provide for landscaping. The tenants in these buildings change time and are in need of parking. The parcel currently is used for overflow parking. The existing parking lot is gravel and is being used as a parking lot. However, because the parking lot is not striped it does not function sufficiently where people park at-will. Referred to attachment 2 of the staff report that shows the proposed site layout of the parking lot.

- The applicant proposes to pave the parking lot with asphalt and the lot exceeds 10,000 sq. ft. For developments which propose more than 10,000 square feet of resurfacing a Standard Storm Water Management Plan (SUSMP) is required. The SUSMP must demonstrate the capture and retention onsite on a portion of the 85th percentile storm. Capturing and retaining the storm water is to follow principles known as Low Impact Design (LID) standards. The City of Ukiah regulations require that the LID standards be demonstrated by following a manual developed by Sonoma County and the City of Santa Rosa entitled, 'Storm Water – Low Impact Development Technical Design Manual,' published in 2011.
- Landscaping is proposed that will include two new trees, four rain gardens, two bioswales, and three infiltration trenches. An evaluation of the shade from the existing Valley Oaks two additional Valley Oaks are proposed by a registered professional forester.
- The parking lot will be used by the veteran's clinic having first priority followed by other tenant users at this location.

Lee Kramer, Property Manager:

- Is the property manager and not the owner of the subject property.
- The veteran's clinic is located at 620 and 630 Kings Court. Part of the function there is for veterans to come and park their cars and take a bus to the Veterans Administration (VA) Hospital or to other areas in San Francisco, Santa Rosa. As such, the parking area is getting congested and is impacting the neighbors.
- The intent is to maintain the parking lot as a separate parcel because if the veterans should move there would be no reason to 'assemble it' to the existing property. In the interim while the veterans are using the parking lot for overflow parking and to the extent that not all the parking accommodations are necessary would likely rent out spaces to 425 S. Orchard Avenue that does not have sufficient parking accommodations at times. 425 S. Orchard is the former King's Office Supply and he identified the current tenants in this building.

Member Hise:

- Asked about the rule for handicap parking for this particular parking lot of 39 parking spaces.

There was DRB discussion concerning ADA handicap parking spaces necessary for the 39 parking spaces proposed where the staff report cites one ADA accessible parking space is required. While the ADA accessibility parking is not clearly marked as such on the detail plans/preliminary parking plans for the project, it appears one ADA accessible parking space is located near the building.

Assistant Planner Johnson:

- Will confirm the number of ADA handicap parking spaces necessary for the parking lot with the City Building Official.

Member Morrow:

- Finds the Project deficient on bicycle parking.

Assistant Planner Johnson:

- One space for each 10 vehicle parking spaces is required. Based on 39 proposed vehicle parking spaces, four bike parking spaces are required; two are proposed.

George Rau:

- Understands according to the California Green Building Code and maybe City Code is different says a parking lot must have enough bicycle parking spaces to represent 5% of the parking spaces.

Assistant Planner Johnson:

- Confirmed City Code says a parking lot must have enough bicycle parking spaces to represent 10% of the parking spaces.

Lee Kramer:

- Will add two more bicycle parking spaces.

There was discussion where the bicycle parking should be located.

Assistant Planner Johnson:

- It would make sense to have the bicycle parking next to the garden area.

DRB:

- Fine with bicycle parking next to garden area.

Member Nicholson:

- Is pleased to see the addition of two new Valley Oak trees for the project.
- Likes the idea of the bioswale next to the sidewalk as shown on the site plans.

There was discussion regarding the landscaping, irrigation system in connection with the location of shady areas on the site, the bioswales, etc.

Member Hawkes:

- Referenced attachment 1, arborist report and questioned the Valley Oak trees that they will grow to a 40-foot height in the first 10 years and provide shade in a 50-75-foot diameter.

Member Nicholson:

- Is a six-foot planter big enough for a mature Valley Oak tree? It is a hardy tree.
- The arborist indicated the new Valley Oak trees will be fine where planted.

Chair Liden:

- How often does the veteran bus run? Is it every day?

Lee Kramer:

- Is not really familiar with the bus schedule. Would estimate the VA bus/shuttle must run two or three days a week.
- The proposed project will provide for a more accommodating parking situation and will alleviate some of the on-street parking problems.

DRB consensus:

- Likes the proposed project.
- Would like to see two more bicycle parking spaces.
- Recommends consulting with an arborist to make certain the planters for the Valley Oak trees are large enough.
- Have the City Building Official look at the path of travel from the handicapped spaces in the parking lot to make certain they are safe and accommodating. There is no path of travel anywhere for the handicap to navigate safely. There is a need for a defined path of travel and/or other markings that are not shown on the site plans. Is of the opinion the

- 1 City Building Official would be the most qualified to look at the parking lot for handicap
2 accessibility. Acknowledged there are some requirements that are not shown.
- 3 • Important to make certain there is a fair amount of water saturation into the ground for the
4 Valley Oak trees. There is concern about the rain garden areas that are under the shade
5 of the trees such that much of the saturation necessary for the rain gardens to thrive
6 would be lost when the parking lot is paved. Want to make sure the trees have sufficient
7 water. It is likely the arborist can adequately address the concern that the trees have
8 enough saturation. Noted there are two existing Valley Oak trees located near the Gibson
9 Creek channel that runs through the area.

10
11 **George Rau:**

- 12 • Referred to the site plans, and noted the rain gardens have pervious soil where the intent
13 is to get water back underground. There is an infiltration trench that runs along the
14 eastern half and there is also an infiltration trench that exits out toward Orchard Avenue.
15 This trench will be three feet deep and will capture rain water to go back into the ground.
16 The water that runs off the pavement will go into the infiltration trenches. The intent is to
17 prevent a lot of runoff water from going into Gibson Creek. The water runoff is required to
18 be retained on-site. There will be an overflow pipe to address excess water runoff and
19 explained in further detail about the location of the LID elements proposed and plant
20 species selected concerning LID. There are no plants growing in the existing gravel-
21 surfaced parking lot.

22
23 **Lee Kramer:**

- 24 • The parking lot site has excellent soil percolation characteristics unlike many properties in
25 Ukiah. There will be rain gardens with overflow precautionary measures in place so he is
26 pleased with the design.

27
28 **M/S Morrow/Hawkes** to recommend Zoning Administrator approval of the proposed minor use
29 permit and site development permit for a paved parking lot with Orchard Avenue access with the
30 addition of two bicycle spaces, include handicap pathway indications and a recommendation that
31 the applicant consult an arborist to make certain the size of the planters and water requirements
32 for the Valley Oak trees is sufficient for growth purposes. Motion carried (5-0).

33
34 **7. MATTERS FROM THE BOARD:**

35
36 **8. MATTERS FROM STAFF:**

37
38 **9. SET NEXT MEETING**

39 The next regular meeting will be scheduled based on project need.

40
41 **10. ADJOURNMENT**

42 The meeting adjourned at 3:52 p.m.

43
44
45 _____
Cathy Elawadly, Recording Secretary

BECKY DUCKLES
CONSULTING ARBORIST & LANDSCAPE ADVISOR
 SEBASTOPOL, CA 707.829.0555 PH

South Orchard Ave Parking Lot Addition
Blaha dba 620 & 630 King's Ct
Ukiah, CA

ARBORIST's REVIEW
May 6, 2020

This project proposes limited grading and paving additional areas on a lot near Gibson Creek. Existing native valley oaks are growing on the creekbank and one at the back of the existing curb. I have visited the site twice, meeting with the project engineer, George Rau both times to discuss construction details and parameters re. tree protection and preservation. He has followed my recommendations and slightly modified the plans to best protect the oaks. No trees are anticipated to be significantly impacted by the proposed construction.

I have reviewed the latest plans and details, dated March and April 2020. Rain gardens are outside tree driplines, and no irrigation will be applied within oak tree rootzones, except to establish the two new trees, as recommended. Planter sizes are adequate for these trees to become established and thrive. Backfill in the bioretention areas is to be a mix provided by a local supplier. There was earlier discussion about using Cornell University's structural soil, but we selected the local soil mix because structural soil has not proven to be a viable long term medium for root growth.

The mature existing trees and proposed new native oaks will provide 50% shade in the parking lot in less than 10 years. It will be an attractive mix of native oaks in the interior and near the creek, with appropriate street trees on S Orchard. On the east end of the project, a mature 14" diameter ginkgo tree is thriving. Two new ginkgo street trees on S Orchard will provide fall color and visual continuity as the species becomes established as street and ornamental shade trees in the area.

The site trees are included in the accompanying inventory. They are listed by letter (as shown on the plan), diameter, species, condition and structure. Comments regarding potential impact from construction or other issues are listed.

Respectfully submitted,

Becky Duckles

Becky Duckles, Project Arborist
 ISA Certified Consulting Arborist #WE-0796A

BECKY DUCKLES
CONSULTING ARBORIST & LANDSCAPE ADVISOR
SEBASTOPOL, CA 707.829.0555 PH.

South Orchard Ave. Parking Lot (APN: 002-340-24)
Ukiah, Ca

TREE INVENTORY & EVALUATION
May 6, 2020

Number/Trunk Diameter(s)/Species/Size
Health/Condition/Structure
Comments/ Impact

Tree A 12/21/22" d.b.h. (at 4'-6" or breast height) Valley Oak (*Quercus lobata*)
Excellent condition. Good structure
Growing at back of existing curb.
Tree will be preserved. New curb will accommodate existing roots. Permeable paving sidewalk will allow water to penetrate rootzone in winter.

Tree B 38" d.b.h. Valley Oak (*Quercus lobata*)
Good/Excellent condition. Excellent structure
New minimal grading and paving within 20% of tree's dripline will not significantly impact tree

Tree C 36" d.b.h. Valley Oak (*Quercus lobata*)
Good/Excellent condition. Excellent structure
New minimal grading and paving within <20% of tree's dripline will not significantly impact tree

Tree D 31" d.b.h. Valley Oak (*Quercus lobata*)
Fair/Good condition. Fair/Good structure – two trunks from 5' above grade. New paving and grading will be kept a minimum of 10' from the tree's trunk. Mild to moderate impact, most likely slowing growth but not significantly harming tree.

Tree E 10"d.b.h. Valley Oak (*Quercus lobata*)
Good condition. Good structure
No impact from proposed construction. Young tree near top of creek bank

Tree F 11" d.b.h Valley Oak (*Quercus lobata*)
Good condition. Good structure
No impact from proposed construction. Young tree near top of creek bank

Tree G 14" @ 3' Ginkgo (*Ginkgo biloba*)
Excellent condition. Excellent structure
Near east end of site. No impact from proposed construction

BECKY DUCKLES
CONSULTING ARBORIST & LANDSCAPE ADVISOR
SEBASTOPOL, CA.
707.829.0555 PH.

South Orchard Ave. Parking Lot
Ukiah, CA

TREE PROTECTION NOTES

May 6, 2020

1. Where pruning for clearance is required on any trees to remain, it should be done by qualified tree workers according to ISA & ANSI A300 Pruning Guidelines, prior to construction. Pruning should be the minimum necessary for hazard reduction, (i.e. the removal of deadwood 2" and larger, etc.) and for clearance.
2. No parking, operation of equipment, storage of materials, or disposal of waste shall occur within driplines of protected trees, except as designated on approved plan.
3. Project arborist shall visit the site during rough grading to inspect trees and roots which may have been exposed for construction of the new curb and gutter. A short report will be issued with observations and any recommendations.
4. Arbormulch (fresh chipped wood, any species, bark and foliage) shall be applied in a layer 2-3" deep as a permanent top dressing within tree driplines in unpaved areas, kept a few inches away from tree trunks.



JACOBSZOOM and ASSOCIATES

Post Office Box 225 • Redwood Valley, California 95470

707-485-5544

forestry@pacific.net

fax: (707) 485-5577

November 29, 2012

City of Ukiah
300 Seminary Ave.
Ukiah, CA 95482

Re: Orchard Ave. Parking Lot

Dear Staff,

CITY OF UKIAH
BUILDING/PLANNING DEPARTMENT

RECEIVED

SEP 7 2016

CITY OF UKIAH
BUILDING/PLANNING DEPARTMENT

At the request of Mr. Leland Kraemer I have recommended the enclosed Shade Protection Plan for a proposed Parking Lot Paving Project (see proposed plan). The property is located on the east side of Orchard Avenue (APN #002-340-024) adjacent to Gibson Creek. The vacant lot is being proposed as a parking lot, servicing the adjacent commercial units.

The Shade Protection Plan will require the planting of two additional Valley oaks (*Quercus lobata*), six feet in height or greater, that will shade approximately 54% of the asphalt parking lot in approximately 20 years. The Valley oak is the largest of the North American oaks and is endemic to California and the Ukiah Valley. Adjacent to the proposed project are two large Valley oaks and two groups of small Valley oaks.

The Valley oak tree is very fast growing, providing shade during the hot summer months and allowing sunlight to the asphalt during the winter period. The Valley oak is an intolerant species requiring full sunlight to maximize growth. The tree requires a moderate amount of water during the first five to seven years and will grow to 40 feet in height in the first ten years. As the tree matures the crown will develop into a vase/umbrella shape tree providing shade in a 50-75 foot diameter. Tree roots are generally two to four feet below the surface, a characteristic of the tree that will help protect the asphalt parking lot over the long term.

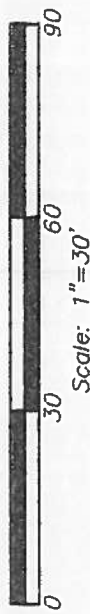
Sincerely,


Randy Jacobszoon, RPF #2498

Preliminary Parking Plan

South Orchard Avenue, Ukiah

AP's 002-340-24 -- July 28, 2013



Shade Note:
 The proposed new parking area will have 10,660 SF of asphalt. The existing large Valley Oaks and the 2 proposed new trees will shade 6170 SF of this new asphalt (58%).

