



Planning Commission

Regular Meeting **AGENDA**

City of Ukiah Planning Commission Meeting

Please join my meeting from your computer, tablet or smartphone.

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Join from a video-conferencing room or system.

Dial in or type: 67.217.95.2 or inroomlink.goto.com; Meeting ID: 473 756 525

Or dial directly: 473756525@67.217.95.2 or 67.217.95.2##473756525

January 13, 2021 - 6:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

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

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

Attachments:

1. 2021-01-13 4a 2020-10-14 Regular Meeting Minutes - Draft

5. APPEAL PROCESS

All determinations of the Planning Commission regarding major discretionary planning permits are final unless a written appeal, stating the reasons for the appeal, is filed with the City Clerk within ten (10) days of the date the decision was made. An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken. For items on this agenda, the appeal must be received by January 25, 2021.

6. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

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

7. SITE VISIT VERIFICATION

8. VERIFICATION OF NOTICE

9. PLANNING COMMISSIONERS REPORT

9.a. Letter of Resignation from Commissioner M. Whetzel

Recommended Action: Receive Letter of Resignation

Attachments:

1. 2021-01-13 9a Commissioner M. Whetzel Resignation Letter

10. DIRECTOR'S REPORT

10.a. Report from Community Development Director on Community Development Department Status

Recommended Action: Receive report.

Attachments:

1. 10a. Director's Report Staff Report

11. CONSENT CALENDAR

12. NEW BUSINESS

13. UNFINISHED BUSINESS

14. ADJOURNMENT

Please be advised that the City needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet will be available online by the end of the next business day at <http://www.cityofukiah.com/meetings/>.

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

January 8, 2021

Stephanie Abba
Planning Commission Clerk

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

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

Ukiah, CA 95482

October 14, 2020

6:00 p.m.

1. CALL TO ORDER

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

CHAIR CHRISTENSEN PRESIDING.

2. ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited.

4. APPROVAL OF MINUTES

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

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

5. APPEAL PROCESS

No matters eligible for appeal were heard.

6. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

No public comment was received.

7. SITE VISIT VERIFICATION

Confirmed by Commissioners.

8. VERIFICATION OF NOTICE

Confirmed by Staff

9. PLANNING COMMISSIONERS' REPORT

No report received

10. DIRECTOR'S REPORT

Presenter: Craig Schlatter, Community Development Director.

11. CONSENT CALENDAR

No items on consent calendar.

12. **NEW BUSINESS**

None

13. **UNFINISHED BUSINESS**

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

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

Report received.

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

14. **ADJOURNMENT**

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

Stephanie Abba, Planning Commission Clerk



AGENDA SUMMARY REPORT

SUBJECT: Letter of Resignation from Commissioner M. Whetzel

DEPARTMENT: Community Development **PREPARED BY:** Stephanie Abba, Administrative Secretary
PRESENTER: _____

ATTACHMENTS:

1. 2021-01-13 9a Commissioner M. Whetzel Resignation Letter

Summary:

Background:

Discussion:

Recommended Action: Receive Letter of Resignation

Michael Whetzel
49 Betty St.
Ukiah, CA 95482
January 11, 2021

Douglas Crane,
Planning Commissioners, and
City of Ukiah Planning Staff
City of Ukiah
300 Seminary Ave
Ukiah, CA 95482

To Whom it May Concern:

I am writing to let you know that I am resigning from my position on the City of Ukiah Planning Commission effective immediately.

I am grateful to City Council member Doug Crane for asking me to serve the City of Ukiah, and for having had the opportunity to serve on the City of Ukiah Planning Commission for the last 15 or so years. I offer my best wishes to those that I have served with and for the commission to continue its' oversight of the planning of the City of Ukiah.

Sincerely,



Michael Whetzel
Planning Commissioner



AGENDA SUMMARY REPORT

SUBJECT: Report from Community Development Director on Community Development Department Status

DEPARTMENT: Community
Development

PREPARED BY: Craig Schlatter, Community Development
Director

PRESENTER:

ATTACHMENTS:

1. 10a. Director's Report Staff Report

Summary:

Background:

Discussion:

Recommended Action: Receive report.

Craig Schlatter, Director of
Community Development



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

DATE: January 7, 2021
TO: Planning Commission
FROM: Craig Schlatter, Director of Community Development
SUBJECT: 10a. Director's Report – Community Development Department Status

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

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

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