



Zoning Administrator

Regular Meeting **AGENDA**

This meeting will be held remotely, at the link below:
<https://global.gotomeeting.com/join/882690197>

You can also dial in using your phone.
United States: [+1 \(646\) 749-3112](tel:+16467493112)

Access Code: 882-690-197

February 16, 2021 - 9:00 AM

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 February 25, 2021 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 January 12, 2021 meeting

Recommended Action: Approve the Minutes of the January 12, 2021 meeting

Attachments:

1. ZAM_20210112

6. **SITE VISIT VERIFICATION**

7. **PUBLIC HEARING**

- 7.a. Request to Renew an Existing Microbusiness (Cultivation, Distribution & Dispensary/Retail) Use Permit at 270, 272 & 274 East Smith Street; APN 002-191-23; Applicant is Jay Donnellan, JPJ & Associates, LLC, dba Wine Country Cannasseurs; File No. 21-5910

Recommended Action: Approve the JPJ & Associates, LLC, dba Wine Country Cannasseurs Use Permit renewal based on the Findings and subject to the Conditions in the Staff Report, dated February 16, 2021.

Attachments:

1. 270, 272, 274 E Smith St_WCC_ UP Renewal_SR
2. ATT 1_270 E Smith St_WCC__UP Renewal_Draft Findings
3. ATT 2_270 E Smith St_WCC_ UP Renewal_Draft COA
4. ATT 3_WCC_ UP Renewal_Application
5. ATT 4_WCC UP Renewal_PD Comments

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.

Michelle Irace, Planning Manager

February 10, 2021

CITY OF UKIAH
ZONING ADMINISTRATOR MINUTES
Meeting Held Remotely through Teleconference
January 12, 2021
2:00 p.m.

STAFF PRESENT

Craig Schlatter, Zoning Administrator
Michelle Irace, Planning Manager
Mireya Turner, Planning Manager

OTHERS PRESENT

Hrant Ekmekjian
Lee Kraemer
George Rau

1. CALL TO ORDER

The Zoning Administrator called the meeting to order at 1:02 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 22, 2021, at 5:00 p.m.

4. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

None.

5. APPROVAL OF MINUTES – December 21, 2020

Zoning Administrator Craig Schlatter approved the Minutes of December 21, 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 to Renew an Existing Cannabis Dispensary Use Permit located at 1230 Airport Park Boulevard, Suite C; APN 180-080-81; File No. 20-5823

Planning Manager Michelle Irace presented the staff report.

Zoning Administrator Schlatter opened the public hearing at 1:13 p.m. and Hrant Ekmekjian spoke. There was no one else present wishing to speak and the public hearing was closed at 1:15 p.m.

Zoning Administrator Craig Schlatter approved the renewal of the Cannabis Retail/Dispensary Use Permit for Ukiah Valley Holistics, Inc. dba Cannavine, located at

1230 Airport Park Boulevard; APN 180-080-81; based on the Findings and subject to the Conditions, in the staff report, dated January 12, 2021.

- b. Consideration of Request for Approval of Minor Use Permit and Site Development Permit to Improve an Existing Parking Lot at 405 South Orchard Avenue; APNs 002-340-34 & 25; File No. 16-2109

Planning Manager Michelle Irace presented the staff report.

Zoning Administrator Schlatter opened the public hearing at 1:30 p.m. and Lee Kraemer spoke. There was no one else present wishing to speak and the public hearing was closed at 1:36 p.m.

Zoning Administrator Craig Schlatter approved the Minor Use Permit and Site Development Permit to improve the existing parking lot at 405 South Orchard Avenue, APNs 002-340-34 & 25; based on the Findings and subject to the Conditions, in the staff report, dated January 12, 2021.

8. **ADJOURNMENT**

There being no further business, the meeting adjourned at 1:38 p.m.



DATE: February 16, 2021
TO: Zoning Administrator
FROM: Michelle Irace, Planning Manager
SUBJECT: Request to Renew an Existing Cannabis Microbusiness (Cultivation, Distribution & Dispensary/Retail) Use Permit at 270, 272 & 274 East Smith Street; APN 002-191-23; File No. 21-5910.

SUMMARY

PROPERTY OWNER(S): Rob Gitlin
APPLICANT: Jay Donnellan, JPJ & Associates, LLC, dba Wine Country Cannasseurs
LOCATION: 270, 272 & 274 East Smith Street; APN 002-191-23
TOTAL ACREAGE: ±0.63 acre (27,442 sf)
GENERAL PLAN: Commercial (C)
ZONING DISTRICT: General Urban (GU), Downtown Zoning Code
AIRPORT COMPATABILITY: B2 (Extended Approach/Departure)
ENVIRONMENTAL DETERMINATION: Project is exempt from further environmental review per California Environmental Quality Act (CEQA) Guidelines Section 15061, Review for Exemption (b)(3)
RECOMMENDATION: Conditional Approval (see Draft Findings in **Attachment 1** and Draft Conditions of Approval in **Attachment 2**)

BACKGROUND

On February 12, 2020, the Planning Commission granted approval of a Major Use Permit (File No. 19-4635) to Jay Donellan of Wine Country Cannasseurs to allow a cannabis microbusiness within three suites of an existing commercial structure located at 270, 272 & 274 East Smith Street. The approved Use Permit also includes approval of a Major Exception to seek relief from the six-foot fence height regulation listed in the Downtown Zoning Code, as well as the Location Limitations listed in §9174 of the Ukiah City Code (UCC).

The microbusiness is not yet operational. However, per UCC §5704, cannabis 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 Jay Donnellan, JPJ & Associates, LLC, dba Wine Country Cannasseurs, for renewal of the Use Permit. With the exception of removing two Managers/Owners from the business, no changes to the previously approved Use Permit, or associated approved plans 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 & SURROUNDING LAND USES

The project parcel is positioned between North Main Street and Mason Street. The railroad tracks are approximately 360 ft east of the parcel. Gibson Creek crosses the parcel in a box culvert below the building.

The parcel carries a General Plan Land Use designation of Commercial and is within the Downtown General Urban Zoning District. The project site is surrounded by parcels zoned Community Commercial, and General Urban. The following uses are directly adjacent to the parcel. See **Figure 1** for an aerial image of the site and **Figure 2** for the zoning designation map.

	ZONING:	USE:
NORTH	Community Commercial	Mobile Home Park
EAST	Community Commercial	Office Supply/Services Store
SOUTH	General Urban	City Parks storage parking lot
WEST	General Urban	Church and Nutrition and Fitness Center

Figure 1. Aerial Map

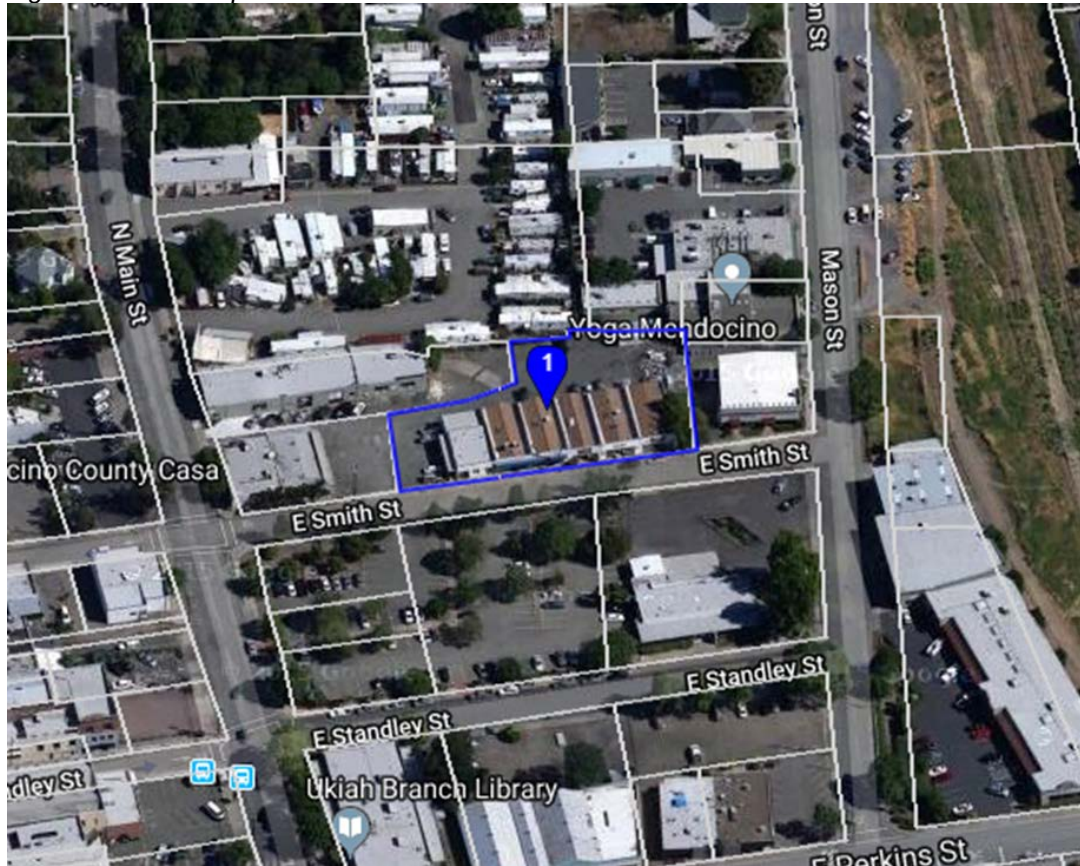
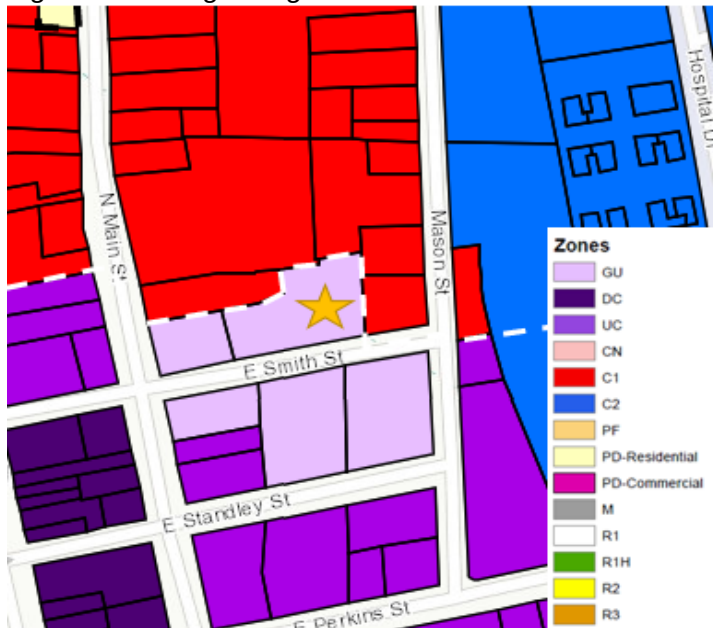


Figure 2. Zoning Designation



Staff Report
 Cannabis Use Permit Annual Renewal
 Wine Country Cannasseurs
 270, 272 & 274 East Smith Street
 File No.: 21-5910

AGENCY COMMENTS

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

STAFF ANALYSIS

General Plan and Zoning Consistency

Use. The parcel carries a General Plan Land Use designation of Commercial (C) and is zoned General Urban (GU) within the Downtown Zoning Code. Per UCC §9215, cannabis related businesses including microbusinesses are allowed in GU zoning districts with approval of a Major Use Permit. Pursuant to §5704 of the City Code, cannabis Use Permits expire one year from the date of issuance.

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.	The microbusiness is not operational. According to the Police Department there were five calls for service at the project location, but the Police Department stated that they do not all appear to be an adverse result of the business. The Police Department also stated that there have not been significant numbers of calls for police service, crimes or arrests in the area.
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.	According to the Police Department, there were two calls for a subject smoking out in front of the location, but the subject left when the officers asked them to. The project location is not identified as having significant public nuisance impacts or 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	The microbusiness is not operating yet, but all measures have been incorporated into the approved Operating and Security plans to

that it will not comply with the operating requirements and standards in this chapter.	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, 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.	All employees of the business have been finger printed and subject to a Live Scan background process. Live Scans were secured on the original applicant, and the Police Department has confirmed that all current employees have active Live Scans. In addition, all new employees will be required to submit Live Scans. 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	The Use Permit is consistent with the City Code which is consistent with related State law. In addition, the applicant is required to obtain a State license to operate the microbusiness.

Code, including the application submittal and operating requirements herein.	
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 of the project 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 requirements and standards specified in this chapter.	All application materials have been provided. However, microbusiness (including the dispensary) is not operational.
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 applicant applied for a waiver from UCC §9174.F.1, Location Limitations, due to the proximity of the youth-oriented facility (church), and the residential use of the mobile home park directly to the north. The waiver was denied by the Planning Commission at its August 28, 2019 meeting. However, the Planning Commission's decision was appealed to the City Council, and overturned by the Council at its October 2, 2019 meeting
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;	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.

illumination of exterior areas; and limiting furnishings and features that encourage loitering and nuisance behavior.	
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 Use Permit that the proposed microbusiness would not have an adverse effect on the neighborhood. Operations have not begun, but 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 apply to the Use Permit renewal and none have been violated.
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 apply to the Use Permit renewal and none have been violated.

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) 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.	16 total off-street parking spaces are provided for the project; parking was determined to be adequate when reviewing the original Use Permit.

The approved dispensary and microbusiness are consistent with Division 6, Chapter 8, *Cannabis Retailers* and Section 9174.2, *Cannabis Related Businesses*, of the Ukiah City Code. Based on the above analysis, Staff finds all criteria to issue the Use Permit renewal has been met.

ENVIRONMENTAL DOCUMENTATION

The original Use Permit and project were found to be categorically exempt from the California Environmental Quality Act (CEQA) per Section 15301, Existing Facilities, and a Notice of Exemption was filed with the County Clerk.

CEQA Guidelines Section 15061, Review for Exemption (b)(3), states that a project is exempt from CEQA if "The activity is covered under the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA".

Because the project involves renewal of an existing Use Permit, and does not propose any changes to the Use Permit, the existing building, or operations of the approved project, it can be said with certainty that there is no potential for the project to result in an impact to the environment.

NOTICE

Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9262(C):

- Published in the Ukiah Daily Journal on February 6, 2021;
- Posted on the Project site on February 1, 2021;
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing; and
- Mailed to property owners within 300 feet of the project parcel on February 1, 2021.

RECOMMENDATION

Staff recommends the Zoning Administrator 1) conduct a public hearing; and 2) adopt the findings and conditionally approve the Use Permit Renewal for the project.

ATTACHMENTS

1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials
4. Comments from the Ukiah Police Department

**DRAFT FINDINGS FOR
RENEWAL OF AN EXISTING CANNABIS MICROBUSINESS
(CULTIVATION, DISTRIBUTION & DISPENSARY/RETAIL) USE PERMIT
AT 270, 272 & 274 EAST SMITH STREET
APN 002-191-23. FILE NO. 21-5910**

The following findings are supported by and based on information contained in the approved Major Use Permit (File No. 19-4635), as well 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*, and Section 9174.2, *Cannabis Related Businesses*, of the Ukiah City Code. Based on the analysis and information contained within this staff report, staff finds all criteria to issue the Use Permit renewal has been met.
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 Use Permit was 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 approved project or Use Permit are proposed.
5. The original Use Permit and project were found to be categorically exempt from the California Environmental Quality Act (CEQA) per Section 15301, Existing Facilities, and a Notice of Exemption was filed with the County Clerk.

CEQA Guidelines Section 15061, Review for Exemption (b)(3), states that a project is exempt from CEQA if "The activity is covered under the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA".

Because the project involves renewal of an existing Use Permit, and does not propose any changes to the Use Permit, the existing building, or operations of the approved project, it can be said with certainty that there is no potential for the project to result in an impact to the environment.

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

- Published in the Ukiah Daily Journal on February 6, 2021;
- Posted on the Project site on February 1, 2021;
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing; and
- Mailed to property owners within 300 feet of the project parcel on February 1, 2021.

Based on the above analysis, the findings required for annual renewal of the cannabis Use Permit can be made.

**DRAFT CONDITIONS OF APPROVAL FOR
RENEWAL OF AN EXISTING CANNABIS MICROBUSINESS
(CULTIVATION, DISTRIBUTION & DISPENSARY/RETAIL) USE PERMIT
AT 270, 272 & 274 EAST SMITH STREET
APN 002-191-23. FILE NO. 21-5910**

This annual renewal of a cannabis Use Permit is granted to Jay Donnellan, JPJ & Associates, LLC, dba Wine Country Cannasseurs. The Conditions of Approval from the original approved Major Use Permit (File No. 19-4635) 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 February 12, 2020. Any modifications to the plans contained within the previously approved documents may require an amendment to this Use Permit, as determined by the Community Development Director and the Chief of Police.

Conditions of Approval from the original Use Permit (File No. 19-4635) are listed below.

City of Ukiah Special Conditions

1. No consumption of cannabis or cannabis-related products shall occur on-site.
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.
3. Per Section 5704 of the UCC this 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. It is the Applicant's responsibility to apply for annual renewal 45 days prior to this permit expiring.
4. As outlined in Article 20, Administrative 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.
5. Prior to issuance of building permits and commencing operations, the applicant shall submit proof of State licensure to operate the cannabis related business to the Community Development Department.
6. Prior to issuance of building permits or commencing operations, the applicant and all employees shall successfully complete a Live Scan background and provide proof of such completion.

Conditions of Approval
Cannabis Use Permit Annual Renewal
Wine Country Cannasseurs
272, 272 & 274 East Smith Street
File No. 21-5910

7. No persons will live on-site. If the applicant wishes to have a live-in manager in the future, they shall consult with the Planning and Community Development Department and obtain any necessary permits.
8. The business is required to obtain a City of Ukiah business license prior to occupancy.
9. Storage of outdoor cargo containers is not authorized with this permit, and shall be removed prior to commencing operations.
10. Cypress trees shall be planted outside of the five foot (5') utility easement.
11. The seven foot (7') sheet metal fence shall be similar in character and design, to the fencing currently along the mobile home park boundary. Cypress trees shall be planted along the portion of the parcel boundary adjacent to the mobile home park only, on both sides of the fence.
12. Permittee shall maintain the cypress trees on the project parcel in accordance with the City of Ukiah's Tree Management Guidelines.

City of Ukiah Standard Conditions

13. This approval is not effective until the 10-day appeal period applicable to this Major Use 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.
14. 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.
15. 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.
16. 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.
17. Building permits shall be issued within two years after the effective date of the Site Development Permit or same shall be null and void.
18. 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.
19. The Applicant shall obtain all required Sign Permits, in compliance with Division 3, Chapter 7, Signs, of the UCC.

Conditions of Approval
Cannabis Use Permit Annual Renewal
Wine Country Cannasseurs
272, 272 & 274 East Smith Street
File No. 21-5910

20. 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.
21. All fees associated with the project planning permits and approvals shall be paid in full prior to occupancy.
22. 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.

Department of Public Works Conditions

23. 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 fee shall be \$45 plus 3% of estimated construction costs.
24. Existing sewer laterals planned to be utilized as part of this project shall be cleaned and tested, and repaired or replaced if required.
25. Sewer connection fees shall be paid at the time of building permit issuance.

Electric Utility Department Conditions

26. This property will be served from Overhead power lines and existing transformer bank.
27. Developer is to provide EUSERC approved electrical equipment compatible with the City of Ukiah's EUSERC Acceptability Chart before the panel can be used on this project.
28. All future site improvements shall be submitted to the Electric Utility Department for review and comment. At that time, specific service requirements, service Voltage and developer costs and requirements will be determined.
29. Developer/customer shall incur all costs of this future project to include (labor, materials, equipment and future services).
30. There shall be an easement provided to the EUD for any electric service that transverses through the property. Or around any City owned Electric equipment.

Building Department Conditions

31. Prior to issuance of building permits and prior to commencing operations, expired Permit #721 to convert commercial space to residential space must be closed, with a completed department inspection of the premises to confirm Unit #262 has no residential use.
32. Submit plans and building permit application. Please submit three complete plan sets, two wet stamped and signed
33. The design and construction of all site alterations shall comply with the 2016 California Building Code, 2016 Plumbing Code, 2016 Electrical Code, 2016 California Mechanical Code, 2016 California Fire Code, 2016 California Energy Code, 2016 Title 24 California

Conditions of Approval
Cannabis Use Permit Annual Renewal
Wine Country Cannasseurs
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Ukiah Police Department Conditions

Prior to Building Permit Final and for the Duration of the Use:

34. The business permittee shall provide the Police Department with the current name and primary and secondary telephone numbers of at least one 24-hour on-call manager to address and resolve complaints and to respond to operating problems or concerns associated with the business.
35. The business permittee shall provide the City with the current name and primary and secondary telephone numbers of at least one manager to communicate with the surrounding neighborhoods and businesses. The business shall make good faith efforts to encourage neighborhood residents to call this person to solve problems, if any, before any calls or complaints are made to the City or Police Department.
36. The business permittee shall immediately report to the City Police Department all criminal activity occurring on the business site.
37. Video from the security surveillance cameras must be recording at all times (24 hours a day, seven days a week) and the recording shall be maintained for at least 90 days. In the event of a crime on site or anywhere within range of the dispensary's security cameras, the Permittee shall provide the Chief of Police with a useable digital copy of the security video upon request or at the earliest convenience.
38. Duration of Use: Security system shall be equipped with at least 24 hours of continued operation time in case of power failure.
39. Electronic "point of sale" age verification system is required which scans and authenticates ID, identifies fake ID's, records dates and times of transactions, has the ability to create a "banned patron" list.
40. All applicable state and local licenses or permits shall be displayed in the lobby or waiting area of the main entrance to the building.
41. All solid core exterior doors shall be equipped with a 180 degree viewing device to screen persons before allowing entry. Doors, including loading dock doors, shall remain locked at all times, except for emergencies and deliveries.
42. Bollards shall be installed along the frontage and rear of the suite used for indoor cultivation, to prevent vehicle penetration. Permittee shall coordinate with the Public Works Department and Building Division regarding the installation.
43. Permittee is responsible for reasonably controlling the conduct of persons on the site, and shall immediately disperse loiterers.
44. Security personnel shall arrive on-site no less than 30 minutes before opening, and remain 30 minutes after closing of all areas of the microbusiness.
45. Broken or damaged exterior lighting shall be repaired or replaced within 48 hours of being noted.
46. Report any graffiti to UPD at (707) 463-6262. After reporting, clean-up/paint over as soon as possible.
47. Property shall be kept free of debris/garbage.

48. Permittee shall install "No Trespassing" and "Authorized Personnel Only" signs at the fenced/gated areas.
49. Dumpsters shall be kept locked or within locked enclosures to limit unauthorized dumping or scavenging.
50. Applicant shall install a "Knox Box" to allow Police Department emergency access to the interior and exterior areas of the property after hours.
51. Height markers shall be installed on the interior doorways and front door entrance.
52. Building shall be equipped with UL compliant security system including Video Assessment Surveillance System (VASS), Intrusion Detection System with private security response and emergency panic alarms. Security system must be monitored by UL listed monitoring company and installed via a UL certified installer.
53. Contacts on roll up doors and roof hatches shall be included in the Intrusion Detection System.
54. Exterior lighting shall be shielded or otherwise designed to avoid spill-over illumination to adjacent streets and properties.
55. All exterior electrical outlets shall have locking mechanisms, or be decommissioned for non-use to limit illegal usage.
56. Any exterior water faucets shall have a locking box cover or be decommissioned for non-use to limit illegal usage.
57. Exterior lighting shall be white light using LED lamps with full cutoff fixtures to limit glare and light trespass. Color temperature shall be between 2700K and 4100K with a color rendering index of 80 or better and a light loss factor of .95 or better, with an efficiency of 110 lumens per watt or better.
58. Broken or damaged exterior lighting shall be repaired or replaced within 48 hours of being noted.
59. Tree canopies shall not interfere with, or block lighting.
60. Any proposed revisions to the approved Security Plan shall be made in writing and subject to approval of the Ukiah Police Department.
61. An inspection shall be conducted by the Department in order to confirm compliance with approved Security Plan prior to building permit final.

Ukiah Valley Fire Authority Conditions

62. All exit doors shall be equipped with lighted exit signage and emergency lighting with a battery backup.
63. Main entry door must swing in direction of egress travel "out".
64. There may be other minor Fire Code additions when plans are submitted, ie. Address location, and the need for additional fire extinguishers.
65. New and existing buildings shall have approved address numbers placed in a position to be plainly legible from the street or road fronting the property (CFC 505.1). Address number shall be placed on the South facing exterior and East facing wall at corner of main building. Fire Marshal can verify with contractor.

Conditions of Approval
Cannabis Use Permit Annual Renewal
Wine Country Cannasseurs
272, 272 & 274 East Smith Street
File No. 21-5910

66. Fire extinguishers shall be required. Fire Marshal can assist with location and number of required extinguishers.
67. Fire sprinkler system shall be maintained and modified as necessary.
68. All exits shall be clearly marked. Means of egress shall be illuminated when the building space is occupied (CFC §1008.2).
69. Exit signs shall be internally or externally illuminated at all times; signs shall be connected to an emergency power system that provides illumination for not less than 90 minutes in case of primary power loss (CFC 1013.3 & 1013.6.3).
70. In the event of power supply failure, an emergency electrical system shall automatically illuminate the means of egress (CFC 1008.3).
71. A "Knox Box" key security safe shall be required, and mounted on the exterior at a location specified by the Fire Marshal.
72. The business permittee shall provide the Fire Department with the current name and primary and secondary telephone numbers of at least one 24-hour on-call manager for emergency contact.

Mendocino County Air Quality Management District Conditions

73. The applicant may be required to obtain an Authority to Construct permit from the District prior to beginning construction.
74. Diesel Engines – Stationary and Portable Equipment and Mobile Vehicles:
 - Any stationary onsite diesel IC engines 50 horsepower or greater (i.e. large power generators or pumps) or any propane or natural gas engines 250 horsepower or greater may require a permit from the District.
 - Portable diesel powered equipment that may be used during the proposed project are required to be registered with the state Portable Equipment Registration Program (PERP) or obtain permits from the District.
 - Projects located adjacent to sensitive receptors (schools, child care facilities, health care facilities, senior facilities, businesses, and residences, etc.) during the construction phase of this project have the potential for exposure to diesel particulate.
 - Heavy duty truck idling and off-road diesel equipment or other diesel engine idling is limited to less than 5 minutes.
75. Demolition/Renovation Projects- All Commercial Buildings, Government Buildings, Schools, Multi-Family Dwellings are subject to the requirements of Mendocino County Air Quality Management District Regulation 1, Rule 492, National Emission Standards for Hazardous Air Pollutants (NESHAPS) for Asbestos.
 - Prior to receiving a Demolition / Renovation Permit from the Planning & Building Agency the applicant is required to:
 - 1) Have an Asbestos Survey conducted by a licensed Asbestos contractor for the presence of asbestos containing materials,
 - 2) Submit a completed Asbestos Demolition/Renovation form, all test results and applicable notification fees to the District at least 10 days prior to beginning the project,
 - 3) Have any Asbestos containing materials abated by a licensed abatement contractor prior to beginning any demolition or renovation activities.

- 4) Obtain written authorization from the District indicating that all requirements have been met prior to receiving.



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 NAME: Wine Country Cannasseurs: Major Planning Permit # P4635																				
PROJECT ADDRESS/CROSS STREETS: 270, 272, 274 East Smith Street, Ukiah, CA				AP NUMBER(S): 002-191-23																
APPLICANT/AUTHORIZED AGENT: Jay Donnellan		PHONE NO: 707-889-3987		FAX NO: N/A																
				E-MAIL ADDRESS: WineCountryCannasseurs@gmail.com																
APPLICANT/AUTHORIZED AGENT ADDRESS: 1009 Wren Drive			CITY: Petaluma		STATE/ZIP: CA, 94954															
PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT: Robert Gitlan		PHONE NO: 707-671-4335		FAX NO: N/A																
				E-MAIL ADDRESS: RobGitlin@hotmail.com																
PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT 7221 Evan Avenue			CITY: Sebastopol		STATE/ZIP: CA, 95472															
HAS YOUR PROJECT RECEIVED A PRELIMINARY REVIEW? ☒ YES ☐ NO																				
Prior Approval of Major Planning Permit #P4635																				
☐ AIRPORT LAND USE COMM. DETERMINATION REFERRAL 100.0800.611.003	\$	☐ REZONING – PLANNED DISTRICT 100.0800.611.001	\$	☐ USE PERMIT – AMENDMENT 100.0400.449.001	\$															
☐ ANNEXATION 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT – AMENDMENT 100.0400.449.001	\$	☐ USE PERMIT – MAJOR 100.0400.449.001	\$															
☐ APPEAL 100.0400.449.001	\$	☐ SITE DEVELOPMENT PERMIT – MAJOR 100.0400.449.001	\$	☐ USE PERMIT – MINOR 100.0400.449.001	\$															
☐ GENERAL PLAN AMENDMENT 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT – MINOR 100.0400.449.001	\$	☐ VARIANCE – MAJOR 100.0400.449.001	\$															
☐ MURAL PERMIT 100.0400.449.001	\$	☐ SPECIFIC/MASTER PLAN 100.0800.611.003	\$	☐ VARIANCE – MINOR 100.0400.449.001	\$															
☐ PRE-DEVELOPMENT MEETING 100.0800.611.003	\$	☐ MINOR SUBDIVISION/TENTATIVE PARCEL MAP (4 OR FEWER LOTS) 100.0800.610.001	\$	☐ ZONING AMENDMENT MAP OR TEXT 100.0800.611.001	\$															
☐ STAFF RESEARCH (MORE THAN 1 HOUR) 10023100.41153	\$	☐ MAJOR SUBDIVISION/TENTATIVE SUBDIVISION MAP (5 OR MORE LOTS) 100.0800.610.001	\$	☐ REZONING 100.0800.611.001	\$															
☐ LOT LINE ADJUSTMENT OR MERGER 100.0800.610.001	\$	☐ OTHER	\$	☒ OTHER Renewal	\$ 1,000															
<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> </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> </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> </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:
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Major Permit #P4635 APPLICATION NUMBER(S): File # 19-4635																				

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.

See Attached

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.

See prior application

Use Information

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

Description of Building & Site			
Parcel Size:	Building Size:	Number of Floors:	
Use of Building (check all that apply)	Description	Square Footage	Number of Units/Suites
☐ Office (business/professional)			
☐ Office (medical/dental)			
☐ Retail	See Major Planning Permit #P4635		
☐ Light Industrial			
☐ Residential			
☐ Other:			
Operating Characteristics			
Days and Hours of Operation: Not Yet Operational			
Number of Shifts:	Days and Hours of Shifts:		
Number of Employees/Shift:			
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) ☐ Yes ☐ No	Sales area: ☐ Yes ☐ No Square Footage:	Unloading of deliveries: ☐ Yes ☐ No Square Footage:	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, Robert Gitlin, owner authorize Jay Donnellan 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).

robert gitlin
robert gitlin (Jan 1, 2021 11:35 HST)

Jan 1, 2021

PROPERTY OWNER SIGNATURE

DATE

I, Jay Donnellan, 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.

Jay Donnellan
Jay donnellan (Dec 30, 2020 14:22 PST)

Dec 30, 2020

☐ 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.

Jay Donnellan
☐ PROPERTY OWNER / ☒ AUTHORIZED AGENT
(PLEASE PRINT NAME)

Jay Donnellan
Jay donnellan (Dec 30, 2020 14:22 PST)

Dec 30, 2020

☐ PROPERTY OWNER / ☒ AUTHORIZED AGENT
(SIGNATURE)

DATE

Revised 08/19/2019

PLOT PLAN REQUIREMENTS



Your application must include a Plot (or "Site") Plan, printed on no greater than 11x 17" paper. The information shown on the plot plan should be legible, comprehensive, drawn to scale, and must include any of the following items that may apply:

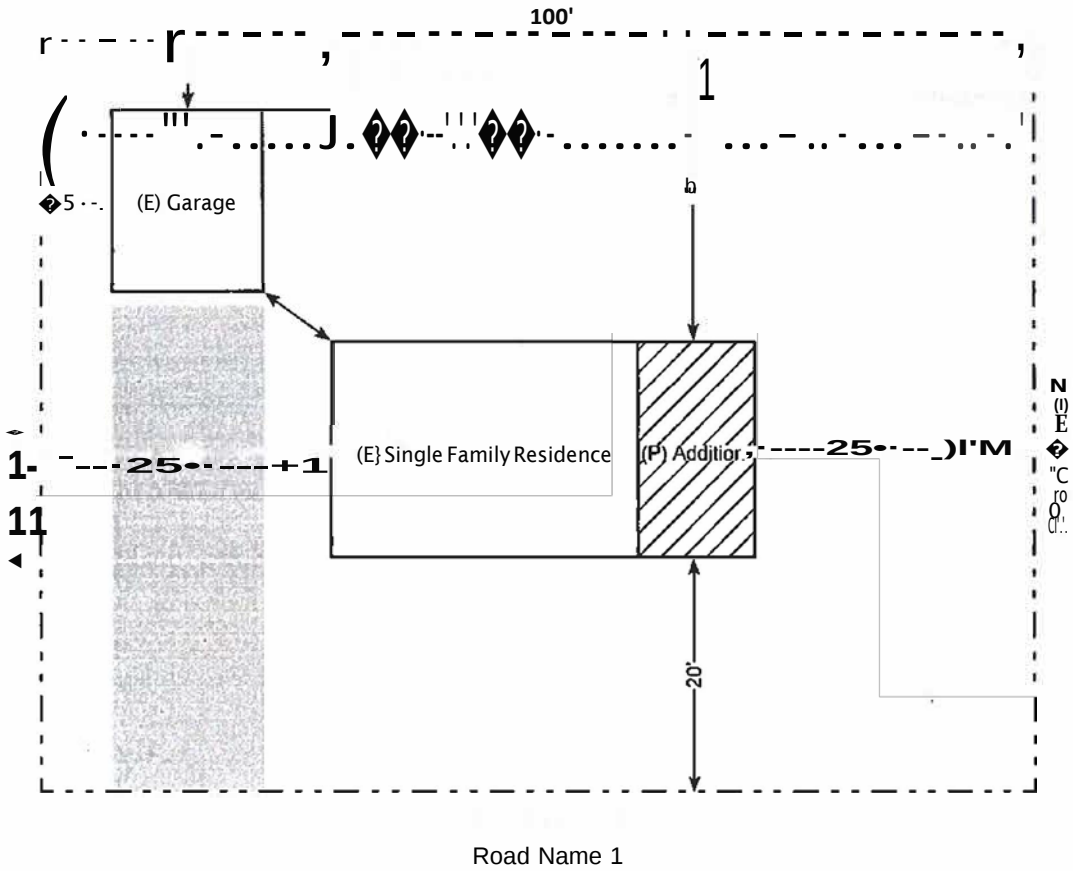
1. Property Owner's Name, Site Address, and Assessor's Parcel Number(s).
2. Legal Parcel Configuration clearly shown with all property boundaries, dimensions and acreage.
3. Adjacent streets and any access easements.
4. North Arrow and scale.
5. Proposed structure(s) or addition(s), including distance from property lines and other structures.
Example: {P} Single Family Residence
6. Any existing structures clearly labeled with use, and distance from property lines noted.
Example: {E} Single Family Residence
7. Driveways, Parking, and Loading areas. Parking space dimensions and setbacks from property lines must be shown.
8. Fences, retaining walls.
9. Existing and proposed septic systems/leach fields and wells, including distances from structures.
10. Easements and Utility lines (power, sewer, water, access etc ...)
11. Finished and existing ground slope.
12. Drainage information.
13. Lakes, ponds or streams to be identified with names if appropriate. Setbacks from watercourse to proposed project.
14. Location of Floodplain/Floodway.
15. Location of any Signs and distances to property lines for commercial/industrial uses.

Plot Plans, which may not be acceptable:

- Portions of larger scaled plot plans
- Copies of plot plans used for previously approved permits, which may include redactions, previous approval signatures, and illegible notations.

Failure to include any of the required information may result in the rejection of your application, the delay of processing your building permit application, or invalidate your approved building permit.

SAMPLE PLOT PLAN



Applicant's Name
123 Road, Ukiah
APN: 000-000-00-00

A
N
X" = Y"



Tully & Weiss
Retired
Attorneys at Law

713 Main Street, Martinez, CA 94553
ph.: (925) 229-9700 * fx.: (925) 231-7754

December 30, 2020

Mireya Turner
Planning Manager
300 Seminary Ave,
Ukiah, CA 95482
(707) 463 - 6203
mturner@cityofukiah.com

Re: Major Planning Permit #P4635 Renewal
Project Description - Update

Dear Mireya Turner,

Wine Country Cannasseurs hereby submits this Planning Permit Application in order to renew Major Planning Permit #P4635, File No. 19-4635, which was approved on February 15, 2020.

Currently, the approved cannabis microbusiness, with cultivation, distribution, and retail/storefront uses is not yet operational. Due to a variety of delays and circumstances in 2020, the build out of the project is not yet complete.

At this time, we request that Major Planning Permit #P4635 be renewed with the following changes:

- Removal of Preston Bruner as an Owner/Manager
 - This was previously done, but we are reiterating it in this Renewal Application.
- Removal of Jamie Fimbres as an Owner/Manager

While Wine Country Cannasseurs plans on replacing these Owners/Managers, such additions have not yet been formally completed. Wine Country Cannasseurs will submit the appropriate documentation when such individuals are to be added to our team.

If you have any questions, concerns, or need any further information, please do not hesitate to contact me.

Very truly yours,

Ashley Bargaenquast
Compliance Attorney for Wine Country Cannasseurs

Full Permit Renewal

Final Audit Report

2021-01-01

Created:	2020-12-30
By:	Ashley Bargaquast (ashley@tully-weiss.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAvWejZuLjSbe7N-lccVZPhwXxon5tJJGC

"Full Permit Renewal" History

-  Document created by Ashley Bargaquast (ashley@tully-weiss.com)
2020-12-30 - 9:18:45 PM GMT- IP address: 66.234.223.76
-  Document emailed to Jay donnellan (winecountrycannasseurs@gmail.com) for signature
2020-12-30 - 9:20:59 PM GMT
-  Email viewed by Jay donnellan (winecountrycannasseurs@gmail.com)
2020-12-30 - 10:03:39 PM GMT- IP address: 66.249.84.81
-  Document e-signed by Jay donnellan (winecountrycannasseurs@gmail.com)
Signature Date: 2020-12-30 - 10:22:59 PM GMT - Time Source: server- IP address: 174.194.209.210
-  Document emailed to robert gitlin (robgitlin@hotmail.com) for signature
2020-12-30 - 10:23:01 PM GMT
-  Email viewed by robert gitlin (robgitlin@hotmail.com)
2020-12-30 - 10:55:53 PM GMT- IP address: 40.64.90.19
-  Document e-signed by robert gitlin (robgitlin@hotmail.com)
Signature Date: 2021-01-01 - 9:35:19 PM GMT - Time Source: server- IP address: 98.155.32.32
-  Agreement completed.
2021-01-01 - 9:35:19 PM GMT

PROJECT REVIEW REFERRAL

Please provide comments by:

The City of Ukiah Community Development Department is soliciting input on the project described below for use in the staff analysis, CEQA document, and public hearing documents. Please identify any questions you have or missing information you need to complete your review, as well as suggested Conditions of Approval.

TO:			
	City Planning Manager		Mendocino County Planning and Building
	City Building Official		Mendocino County Surveyor/Assessor
	City Public Works Dept.		Mendocino Transit Authority
	Ukiah Valley Fire Authority		US Army Corps of Engineers
	City Police Dept. Captain		Regional Water Quality Control Board
	City Police Dept. Community Service Officer		CA Dept. of Fish and Wildlife
	City Electric Utility Dept.		CA Dept. of Transportation
	Ukiah Municipal Airport Operations Manager		Sonoma State Northwest Information Center
	Airport Land Use Commission		AT & T
	Mendocino County Air Quality		PG & E (gas)
	Mendocino County Environmental Health		PG & E (Land Rights)
	California Military Land Use Office		Other:
FROM PROJECT PLANNER:			

PROJECT INFORMATION:	
Project Name & Permit #:	
Site Address & APN:	
General Plan:	
Zoning:	
Airport Compatibility Zone:	
Date Filed:	
Resubmittal:	
Date Referred:	
Prev. Projects on Site (include file #)	
Applicant/Agent Name:	
Phone:	
Email:	
Project Summary:	

Please indicate whether you have comments and sign and date below. Return this Project Referral Form by the date noted above to the Project Planner listed.

Name and Affiliation/Department (please print) _____

- ☐ No Comment
- ☐ Comments / Conditions of Approval Attached

Signature

Date

Comments / Conditions of Approval:



"Safety, Professionalism & Community Service"

Justin Wyatt
Chief of Police

To: Michelle Irace
CC: Chief Wyatt,
From: Captain Noble Waidelich
Subject: Wine County Cannaseurs, Renewal of Major Use Permit #21-5910

Date: 1/21/2021

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 were two calls for service due to a subject smoking a controlled substance, presumably marijuana in front of the location. Both calls occurred on 02/07/20 and were likely the same subject. The subject was contacted during the second call for service and left upon request by officers.**

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 a total of (5) calls for service at this location, most of which do not appear to be a result of adverse impacts due to this business/location.**



"Safety, Professionalism & Community Service"

Justin Wyatt
Chief of Police

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 the two complaints 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.**

A handwritten signature in blue ink, appearing to read "Noble Waidelich", with a stylized "429" written to the right.

Noble Waidelich
Captain
Ukiah Police Department