



Zoning Administrator

Regular Meeting

AGENDA

Civic Center Annex ♦ 411 W. Clay St., Conf. Rm. #5 ♦ Ukiah, CA 95482

November 14, 2019 - 11:00 AM

1. CALL TO ORDER

2. SITE VISIT VERIFICATION

3. APPROVAL OF MINUTES

3.a. Approval of the October 22, 2019 Draft Minutes

Recommended Action: Review and approve the Draft Minutes of October 22, 2019

Attachments:

1. ZAM_ 10222019-Draft

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. 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 November 25, 2019 at 5:00 p.m.

6. VERIFICATION OF NOTICE

7. PUBLIC HEARING

- 7.a. Request for Approval of a Minor Use Permit/Site Development Permit to Allow All In One Auto Repair & Towing on Two Existing Lots Located at 640 Talmage Road. APNs 001-040-08 & 001-040-07; File No. 19-4783

Recommended Action: Conditional Approval

Attachments:

1. 640 Talmage Road_All In One Auto Repair Towing MiUP_MiSDP_SR
2. ATT 1 draft Findings_640 Talmage Rd_MiUP_MiSDP
3. ATT 2 draft COA_640 Talmage Rd_MiUP_MiSDP
4. ATT 3 Application Materials
5. ATT 4 Referral Responses

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.

**CITY OF UKIAH
ZONING ADMINISTRATOR MINUTES
Civic Center Annex Conference Room #5
411 W. Clay St.
Ukiah, CA 95482
October 22, 2019
11:00 a.m.**

STAFF PRESENT

Craig Schlatter, Zoning Administrator
Michele Irace, Planning Manager
Alicia Tlelo, Assistant Planner

OTHERS PRESENT

Nicholas Chanell
Charlotte Burns
Charles Parsons

1. CALL TO ORDER

The Zoning Administrator called the meeting to order at 11:01 a.m. in Conference Room No. 5, Ukiah Civic Center Annex, 411 W. Clay St., Ukiah, California.

Zoning Administrator Craig Schlatter presiding.

2. SITE VISIT VERIFICATION

Zoning Administrator Craig Schlatter confirmed he had visited the site listed on today's agenda.

3. APPROVAL OF MINUTES – August 21, 2019

Zoning Administrator Craig Schlatter approved the Minutes of August 21, 2019 with no corrections.

4. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

None.

5. APPEAL PROCESS

Note: For matters heard at this meeting the final date to appeal is November 1, 2019 at 5:00 p.m.

6. VERIFICATION OF NOTICE

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

7. PUBLIC HEARING

- a. Request for approval of a Minor Use Permit to allow the operation of Mendocino Animal Hospital at 290 E. Gobbi St.; APN 00231135; File No. 194814.

Presenter: Assistant Planner Alicia Tlelo

Zoning Administrator Craig Schlatter: Noted inconsistency of noticing dates between the Staff Report and Findings to be corrected.

PUBLIC HEARING OPENED: 11:11 a.m.

Commenters: Nicholas Chanell

PUBLIC HEARING CLOSED: 11:16 a.m.

Zoning Administrator Craig Schlatter approved a Minor Use Permit to allow the operation of Mendocino Animal Hospital at 290 E. Gobbi St.; APN 00231135; File No. 194814

ATTACHMENT 1

FINAL FINDINGS TO ADOPT A MINOR USE PERMIT TO ALLOW MENDOCINO ANIMAL HOSPITAL WITHIN AN EXISTING BUILDING AT 290 E. GOBBI ST. (APN 002-311-35); FILE NO. 19-4525

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 Section 9262.

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

There are no General Plan goals or policies relating specifically to repair/remodel of ongoing commercial uses. However, the existing commercial use is consistent with the General Plan Economic Development Element policies and goals supporting commercial activity. With an approved Use Permit the proposed project that includes a veterinarian hospital is a permitted use within the C1 zoning district.

2. The proposed project, as conditioned, is compatible with surrounding land uses and shall not be detrimental to the public's health, safety and general welfare based on the following:

Surrounding uses include a variety of commercial uses and the site has historically been used for family and mental health services. The proposed project would not intensify the historic commercial use and would not negatively impact the commercial uses in the surrounding neighborhood.

In addition, the project has been reviewed by Ukiah Valley Fire Authority, City of Ukiah Public Works, City of Ukiah Police Departments, City of Ukiah Building Division, City of Ukiah Electric Department, Mendocino County Environmental Health Department, Mendocino County Public Health and Mendocino Transit Authority with no major concerns.

3. 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, or minor alteration of existing public or private structures, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The exemption may be used if the project does not involve significant amounts of hazardous materials, is located where all necessary public services and facilities are available, and the surrounding area is not environmentally sensitive. 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 project proposes to make interior alterations to the existing commercial building.
- No expansion of the existing building footprint is proposed as part of the project; and
- The location is not environmentally sensitive and does not include any drainage courses or bodies of water (such as creeks or streams).

Based on the above analysis, the findings required for the Minor Use Permit can be made.

Notice of Public Hearing

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

- Posted in two places the project site on October 9, 2019
- Mailed to property owners within 300 feet of the project site on October 9, 2019
- Published in the Ukiah Daily Journal on October 12, 2019
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing

ATTACHMENT 2

FINAL CONDITIONS OF APPROVAL TO ADOPT A MINOR USE PERMIT TO ALLOW MENDOCINO ANIMAL HOSPITAL WITHIN AN EXISTING BUILDING AT 290 E. GOBBI ST. (APN 002-311-35) FILE NO. 19-4814

Approval is granted for the operation of a veterinarian hospital at 290 E. Gobbi St. within an existing building, based on the project description submitted to the Community Development Department and as shown on the Site Plan dated September 5, 2019, except as modified by the following conditions of approval.

This Use Permit is granted subject to the following characteristics.

- Veterinarian services provided would include annual physicals, vaccinations, dental cleaning and extractions, x-rays, ultrasonography, endoscopy, soft tissue and orthopedic surgery and hospitalization.
- Retail area to sell over the counter retail items in the lobby.

- Supply deliveries three to four times a week.
- Days and hours of operation will be Monday through Friday 7:30 a.m. to 6:00 p.m. and Saturday 8:00 a.m. to 5:00 p.m.
- Each shift will be staffed with approximately 20 employees.

The project is subject to the following Conditions of Approval.

Standard City Conditions of Approval

1. 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.
2. 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.
3. 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.
4. A copy of all conditions of this planning permit shall be provided to and be binding upon any future purchaser, tenant, or other party of interest.
5. All Conditions of Approval shall be printed on the first page of the Building Permit Plan set.
6. 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.

Planning Division Conditions of Approval

7. Application for and approval of a Sign Permit from the Community Development Department is required prior to installation of any signage.
8. If the applicant wishes to improve the façade of the building or propose other exterior alterations to the site, the applicant shall consult with the Community Development Department and obtain all required permits, as necessary.
9. 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.

Building Division Conditions of Approval

10. Building permits may be required. Please contact the Building Division for more information at (707) 467-5786. If required, submit plans and a building permit application. Please submit three complete plan sets, two wet stamped and signed. All Conditions of Approval shall be printed on the first page of the building plans.
11. 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 Energy Efficiency Standards, 2016 California Green Building Standards Code and City of Ukiah Ordinances and Amendments.

Public Works Department Conditions of Approval

12. Pursuant to Section 9181C of the Ukiah City Code, the applicant shall be required to construct frontage improvements (including an ADA compliant concrete sidewalk, street trees, and repairs to existing curb, gutter and sidewalk if necessary), to the satisfaction of the City Engineer where the Building Permit value is equal to or greater than one-third (1/3) of the value of the existing structure.
13. 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.

Electric Utility Department Conditions of Approval

14. This property will be served from existing overhead facilities; however, the City of Ukiah Electric Utility will be undergoing a major project to underground its facilities along Gobbi Street in the next 4-6 months. Eventually all addresses along Gobbi Street between South Orchard Avenue and South State Street will be fed from Pad Mount Transformers. Should the project need to upgrade to a larger panel or increase the electric load in the future, they will need to contact the Electric Utility Office.
15. All future site improvements shall be submitted to the Electric Utility Department for review and comment. At this time, specific service requirements, service Voltage and developer costs and requirements will be determined.
16. Developer/Customer will need to provide EUSERC approved electrical equipment that is to be used on this project.
17. Developer/Customer shall provide projected load calculations to the EUD.
18. Developer/customer shall incur all costs of this future project to include (labor, materials, equipment).

Mendocino County Environmental Health Conditions of Approval

19. Applicant must complete a Hazardous Materials Management Plan if hazardous materials are on site over threshold amounts in the state reporting system at www.cers.ca.epa.ca.gov. Threshold amounts are as follows: Liquids of 55 gallons or more, solids 500 pounds or more and gases 200 cubic feet or more.

8. **ADJOURNMENT**

There being no further business, the meeting adjourned at 11:16 a.m.

DRAFT



DATE: November 14, 2019
TO: Zoning Administrator
FROM: Alicia Tlelo, Assistant Planner
SUBJECT: Request for Approval of a Minor Use Permit/Site Development Permit to Allow All In One Auto Repair & Towing on Two Existing Lots Located at 640 Talmage Road. APNs 001-040-08 & 001-040-07; File No. 19-4783.

SUMMARY

OWNER: Donald Hewett
406 N. State St.
Ukiah, CA 95482

APPLICANT / AGENT: Donald Hewett
406 N. State St.
Ukiah, CA 95482

REQUEST: Minor Use Permit/Site Development Permit to allow All In One Auto Repair & Towing on two existing lots

DATE DEEMED COMPLETE: October 23, 2019

LOCATION: 640 Talmage Rd.; APNs 180-040-08 & 180-040-07

TOTAL ACREAGE: 2.05 acres

GENERAL PLAN: Commercial (C)

ZONING DISTRICT: 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. Findings are included as **Attachment 1** and Conditions of Approval are included as **Attachment 2**.



BACKGROUND

The two project parcels are approximately 2.05 acres combined. Parcel 1 (APN 180-040-08) is 1.28 sf and includes a 1,178 sf single family residence and carport, a 525 sf detached garage, and a 169 sf shed. Parcel 2 (APN 180-040-07) is a 0.77 ac vacant lot. According to the Applicant, the single family residence is being occupied by a member of the trucking industry that will remain. The structures were built sometime in 1960 and will remain. Historically the site has been used for storing big rig tractor-trailers. The parcels are owned by Donald Hewitt who also owns All In One Auto Repair & Towing, located at 406 N. State St., where his primary business and office is located. The proposed project site would serve as an additional secured storage facility for impounded vehicles.

PROJECT DESCRIPTION

An application has been received from Donald Hewitt for Zoning Administrator approval of a Minor Use Permit/Site Development Permit to allow All In One Auto Repair & Towing on two existing lots to serve as a secured storage facility for vehicles impounded by the Ukiah Police Department, Mendocino County Sherriff's Department and the California Highway Patrol. The project does not include auto repair, dismantling or salvaging. The project would utilize the existing office located at the main All In One Auto Repair & Towing site located at 406 N. State St. The project would include the following components (see **Attachment 3**, Application Materials):

- Approximately 44,200 sf of the vacant lot to store impounded vehicles.
- Indoor storage for evidence vehicles in the existing garage.
- Construction of a seven-foot chain link and razor/barbed wire security fence surrounding the impound yard.
- Two electric (solar powered) ingress and egress gates to allow employee access.
- A 3 ft x 8 ft All In One Auto Repair & Towing sign with contact information will be affixed to the proposed fence.
- Two motion detector security lights will be placed on site; one on the existing garage, and the other on the southeast corner at the ingress gate entrance.
- Three 9 ft x 19 ft designated parking spaces.
- All driveway and parking areas will be surfaced with chip seal.
- Days and hours of operation will be Monday through Friday 8:00 a.m. to 5:00 p.m., with the exception of impounded vehicles being dropped off outside of normal business hours.

Exterior building alterations are not proposed at this time, and the existing building's footprint would not be expanded. No new landscaping is proposed and all trees will remain.

SETTING

The project site is located on Talmage Rd. and is accessible via both Talmage Rd. and Babcock Ln. within the easternmost portion of the City limits. The project is adjoined on all sides by commercial uses including a motel and gas station. Table 1 includes a summary of adjacent land uses. An aerial image of the site is provided in Figure 1 below.

Table 1: Surrounding Land Uses			
	GENERAL PLAN	ZONING	USES
North	County Jurisdiction	County Jurisdiction	Agriculture
East	Commercial (C)	Community Commercial (C1)	Storage yard
South	Commercial (C)	Community Commercial (C1)	Americas Best Value Motel
West	Commercial (C)	Community Commercial (C1)	Yokum's Auto Body Shop

Figure 1. Aerial Map

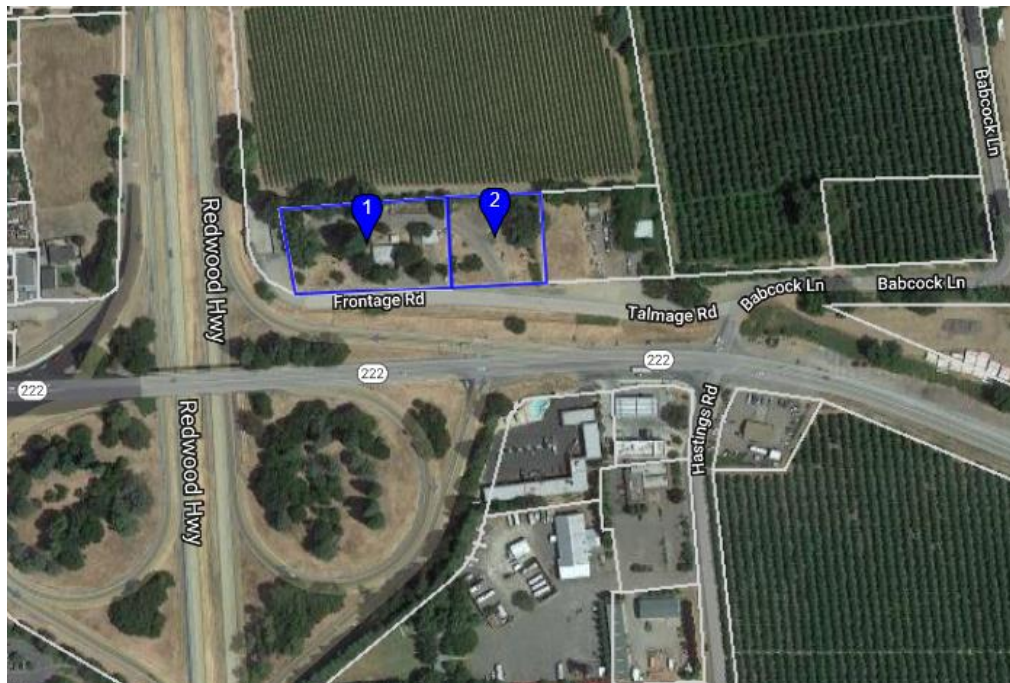


Figure 2. Zoning Designation



AGENCY COMMENTS

Project referrals were sent 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 Police Department, City of Ukiah Building Division, City of Ukiah Electric Department, Mendocino County Planning and Building, and Mendocino Transit Authority. The agencies' comments are included in **Attachment 4** and recommended conditions of approval are contained in **Attachment 2**. No comments were received by the remaining agencies.

STAFF ANALYSIS

GENERAL PLAN. The General Plan land use designation of the parcel is Commercial. This land use designation identifies lands where commercial uses may locate. The project is consistent with goals and policies within the Economic Development Element of the General Plan, as the project site would be occupied by a local business.

ZONING ORDINANCE. The project is in the Community Commercial (C1) zoning district as described in Ukiah Municipal Code §9080-9088, and subject to the requirements contained therein. The zoning ordinance includes development standards for setbacks, building height, site area, yard



setbacks, landscaping and parking. However, because the site is already developed and the project is minor in nature, these standards for new development do not apply. No additions to the exterior of the building or site are proposed as part of this project. The project is consistent with all applicable zoning code regulations.

Use Permit. Auto related services are permitted with approval of a Use Permit per UCC Section 9082. In order to approve a Use Permit, the findings included in UCC section 9262(E) are required to be made. The required findings and staff's analysis are included in **Attachment 1**.

Site Development Permit. The project requires a Minor Site Development Permit, as it would develop an undeveloped parcel (Parcel 2) with a parking area. In order to approve a Site Development Permit, the findings included in UCC section 9263(E) are required to be made. The required findings and staff's analysis are included in **Attachment 1**.

ENVIRONMENTAL REVIEW

The proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19 Section 15304, Minor Alterations to Land, Class 4 and Section 15311, Accessory Structures (b), small parking lots, based on the following:

- The project parcels are located in a developed area within the City of Ukiah.
- Parcel 1 is developed with an existing single family residence, and the residence is served by existing utilities.
- No expansion of the existing buildings footprints is proposed as part of the project.
- The location is not environmentally sensitive and does not include any drainage courses or bodies of water (such as creeks or streams).
- Parcel 2 is vacant and contains trees, but the project does not involve removal of healthy, mature, scenic trees.
- The project site is generally flat and minor grading associated with construction of the parking lot would not significantly alter the topography of the project site.



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 October 31, 2019;
- Mailed to property owners within 300 feet of the project site on October 31, 2019;
- Published in the Ukiah Daily Journal on November 2, 2019; 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 All In One Auto Repair & Towing Minor Use Permit/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 submitted to the Planning and Community Development Department on August 26, 2019 and was deemed complete on October 23, 2019. As such, a decision must be made on the project no later than December 23, 2019. 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 Conditions of Approval
3. Application Materials
4. Project Comments from other Departments and Agencies

**DRAFT FINDINGS TO ADOPT A MINOR USE PERMIT/SITE DEVELOPMENT PERMIT
TO ALLOW ALL IN ONE AUTO REPAIR & TOWING ON TWO EXISTING LOTS
AT 640 TALMAGE RD. (APNS 180-040-08, 180-040-07);
FILE NO. 19-4783**

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 Sections 9262 and 9263.

Minor Use Permit Findings

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

The existing commercial use is consistent with the Commercial General Plan land use designation of the site. The project is also consistent with the General Plan Economic Development Element policies and goals supporting commercial activity. With an approved Use Permit the proposed project that includes a parking lot is a permitted use within the C1 zoning district.

2. The proposed project, as conditioned, is compatible with surrounding land uses and shall not be detrimental to the public's health, safety and general welfare based on the following:

According to the Applicant, the residence on Parcel 1 is occupied by a member of the trucking community and will remain. The project proposes a security fence between the residence and the parking area. Surrounding uses include a variety of commercial uses and Parcel 2 has historically been used for storing big rig tractor-trailers. The proposed project would not intensify the historic commercial use and would not negatively impact the surrounding neighborhood.

In addition, the project has been reviewed by Ukiah Valley Fire Authority, City of Ukiah Public Works Department, City of Ukiah Police Department, City of Ukiah Building Division, City of Ukiah Electric Department, Mendocino County Planning and Building, and Mendocino Transit Authority with no major concerns.

Minor Site Development Permit Findings

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

The proposed parking lot and project are consistent with the General Plan goals, policies, and implementation measures as described in Finding 1 above.

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

640 Talmage Rd.
All In One Auto Repair & Towing
Minor Use Permit/Site Development Permit
File No. 19-4783

Access is provided to the site from an existing driveway off of Talmage Rd. and Babcock Ln. The proposed project would improve the existing driveway and ingress/egress with chip seal but does not propose changes to vehicular or pedestrian patterns. In addition, the proposed project has been reviewed by the Public Works Department and the Fire Marshal for safety concerns. The project will not create a hazardous or inconvenient vehicular or pedestrian traffic patterns.

5. 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.

The project would provide a private parking lot for impounded vehicles. The site storing impounded vehicles will not be open to the public. The three designated parking spaces provided would be used for employee purposes. There will be minimal traffic associated with the project. Therefore, the project will not create a hazardous or inconvenient condition to adjacent or surrounding uses.

6. 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.

The existing site does not contain landscaping but does contain trees throughout the site that will remain. Because the proposed project is considered minor in nature and would not expand the footprint of the building or propose new structures, the landscaping requirements of the UCC do not apply.

7. 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 no new buildings are proposed. In addition, two new down shielded security lights will be provided.

8. 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 and project does not include construction of a structure. There are no residential zoning districts adjacent to the project.

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

The site is generally flat with trees throughout that would remain. Construction of the parking lot may require minor grading, but the project would not damage or destroy the natural grade of the site, nor trees or other natural features.

10. 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.

11. The proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19 Section 15304, Minor Alterations to Land, Class 4 and section 15311, Accessory Structures (b), small parking lots, based on the following.

- The project parcels are located in a developed area within the City of Ukiah.
- Parcel 1 is developed with an existing single family residence, and the residence is served by existing utilities.
- No expansion of the existing buildings footprints is proposed as part of the project.
- The location is not environmentally sensitive and does not include any drainage courses or bodies of water (such as creeks or streams).
- Parcel 2 is vacant and contains trees, but the project does not involve removal of healthy, mature, scenic trees.
- The project site is generally flat and minor grading associated with construction of the parking lot would not significantly alter the topography of the project site.

Based on the above analysis, the findings required for the Minor Use Permit/Site Development Permit can be made.

Notice of Public Hearing

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

- Posted in two places the project site on October 31, 2019
- Mailed to property owners within 300 feet of the project site on October 31, 2019
- Published in the Ukiah Daily Journal on November 2, 2019
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing

**DRAFT CONDITIONS OF APPROVAL OF A MINOR USE PERMIT/SITE DEVELOPMENT
PERMIT TO ALLOW ALL IN ONE AUTO REPAIR & TOWING ON TWO EXISTING LOTS
LOCATED AT 640 TALMAGE RD. (APNS 180-040-08 & 180-040-07)
FILE NO. 19-4783**

Approval is granted for All In One Auto Repair & Towing on two existing lots, based on the project description submitted to the Community Development Department and as shown on the Site Plan dated October 23, 2019, except as modified by the following conditions of approval.

This Use Permit is granted subject to the following project components.

- Approximately 44,200 sf of the vacant lot to store impounded vehicles.
- Indoor storage for evidence vehicles in the existing garage.
- Construction of a seven-foot chain link and razor/barbed wire security fence surrounding the impound yard.
- Two electric (solar powered) ingress and egress gates to allow employee access.
- A 3 ft x 8 ft All In One Auto Repair & Towing sign with contact information will be affixed to the proposed fence.
- Two motion detector security lights will be placed on site; one on the existing garage, and the other on the southeast corner at the ingress gate entrance.
- Three 9 ft x 19 ft designated parking spaces.
- All driveway and parking areas will be surfaced with chip seal.
- Days and hours of operation will be Monday through Friday 8:00 a.m. to 5:00 p.m., with the exception of impounded vehicles being dropped off outside of normal business hours.

The project is subject to the following Conditions of Approval.

Standard City Conditions of Approval

1. 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.
2. 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.
3. 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.
4. A copy of all conditions of this planning permit shall be provided to and be binding upon any future purchaser, tenant, or other party of interest.
5. All Conditions of Approval shall be printed on the first page of the Building Permit Plan set.

640 Talmage Rd.
All In One Auto Repair & Towing
Minor Use Permit/Site Development Permit
File No. 19-4783

6. 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.

Planning Division Conditions of Approval

7. Application for and approval of a Sign Permit from the Community Development Department is required prior to installation of any signage.
8. 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.

Building Division Conditions of Approval

9. A fence over 7ft in total height will require a building permit and review.

Public Works Department Conditions of Approval

10. The property is located within the floodplain and is subject to the floodplain provisions of the California Building Code and National Flood Insurance Program requirements. Based on the estimated value of work being more than 50 percent of the assessed valuation of the structure, the proposed work is considered a "substantial improvement," for purposes of flood plain management. Therefore, verification will be required that the entire existing structure, including any additions, is constructed at or above the base flood elevation. (Note that the substantial improvement" determination may be re-evaluated by the City based upon a certified appraisal of the market value of the structure furnished by the applicant.
11. All driveway and parking areas shall be surfaced with asphaltic concrete (2-inch asphalt 6-inch aggregate base), concrete, or other surfacing so as to provide a durable, dust free all weather surface which shall meet the requirement of all applicable laws and the approval of the Director of Public Works.
12. 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.

13. Construction operations shall incorporate best management practices as necessary to prevent sediment from entering the streets and storm drains. Disturbed areas and stockpiles within the property shall be protected and monitored, shall silt fence or other measures installed if needed to contain sediment. Streets and sidewalks shall be kept clean and clear of dust and debris at all times.
14. The frontage of this property lacks concrete curb, gutter, sidewalk and street trees. Pursuant to Section 9181C of the Ukiah City Code, the applicant shall be required to construct frontage improvements (including an ADA compliant concrete sidewalk, street trees, and repairs to existing curb, gutter and sidewalk if necessary), to the satisfaction of the City Engineer. This condition is being waived at this time. However, should future development occur, this condition will be required.

Ukiah Valley Fire Department Conditions of Approval

15. Applicant must provide a Knox key box that allows 24/7 access to the area behind the locked gates.
16. Address shall be clearly posted and visible from the road fronting the property.



City of Ukiah

Planning & Community Development Department

300 Seminary Avenue

Ukiah, CA 95482

Email: planning@cityofukiah.com

Web: www.cityofukiah.com

Phone: (707) 463-6203

Fax: (707) 463-6204

Planning Permit Application # ~~4782~~ 4783

PROJECT NAME: All In One Auto Repair & Towing					
PROJECT ADDRESS/CROSS STREETS: 640 Talmage Road				AP NUMBER(S): 180-040-08-00 180-040-07-00	
APPLICANT/AUTHORIZED AGENT: Donald Keith Hewett	PHONE NO: 707-468-0991	FAX NO: 707-468-8234	E-MAIL ADDRESS: khoffar@hotmail.com		
APPLICANT/AUTHORIZED AGENT ADDRESS: 406 N. State St.		CITY: Ukiah	STATE/ZIP: CA 95482		
PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT: Same	PHONE NO: 707-468-0991	FAX NO: 707-468-8234	E-MAIL ADDRESS: khoffar@hotmail.com		
PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT Same		CITY:	STATE/ZIP:		
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	\$ 600-
☐ 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	\$
COUNTY CEQA FILING FEE: \$50- CHECK PAYABLE TO MENDOCINO CO.					
COUNTY CEQA (NEG DEC) FEE: \$ CHECK PAYABLE TO MENDOCINO CO.		MAJOR PERMIT DEPOSIT: \$		FILING DATE:	
COUNTY CEQA (EIR) FEE: \$ CHECK PAYABLE TO MENDOCINO CO.		MINOR PERMIT FEE: \$		TOTAL AMOUNT PAID: \$	
		TOTAL FEE: \$		RECEIPT NUMBER:	
APPLICATION NUMBER(S): 4782					

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

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:	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			
☐ Light Industrial			
☒ Residential	2 BR 1 Bath	1178 Sq Ft	1
☒ Other: <i>Proposed Storage Automobile</i>	260 x 170	44200 Sq Ft	1
Operating Characteristics			
Days and Hours of Operation:			
Number of Shifts: N/A	Days and Hours of Shifts: N/A		
Number of Employees/Shift: 1			
Loading Facilities: ☐ Yes ☐ No	Type/Vehicle Size:		
Deliveries: ☒ Yes ☐ No	Type: <i>Vehicles</i>	Number (day/week/month): <i>5/day</i>	Time(s) of Day: <i>Varies Mostly 8-5</i>
Outdoor areas associated with use? (check all that apply) ☒ Yes ☐ No	Sales area: ☐ Yes ☒ No Square Footage:	Unloading of deliveries: ☒ Yes ☐ No Square Footage: <i>Incl</i>	Storage: ☒ Yes ☐ No Square Footage: <i>44200</i>
Noise Generating Use? ☒ Yes ☐ No	Description: <i>Engine Running / Back Up Deeper</i>		

To Be Completed by Staff

General Plan Designation: <i>Commercial</i>	Zoning District: <i>C-1</i>	Airport Land Use Designation: <i>C Zone</i>
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

--

I, Donald Keith Hewett, owner authorize Kathryn Hoffar 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

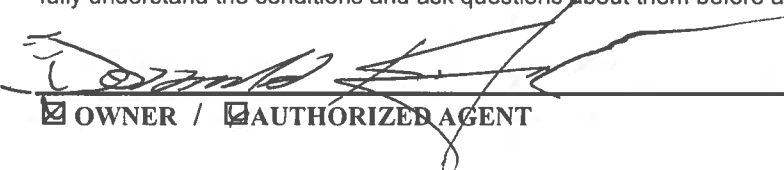
8/26/19
DATE

I, Donald Keith Hewett, 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.


☒ OWNER / ☒ AUTHORIZED AGENT

8/26/19
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.

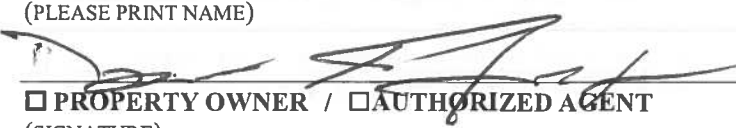
The City of Ukiah shall have the right to appear and defend its interests in any action through its City Attorney or outside counsel. The applicant shall not be required to reimburse the City for attorney's fees incurred by the City Attorney of the City's outside counsel if the City chooses to appear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

I have read and agree to all of the above.

Donald Keith Hewett

☒ PROPERTY OWNER / ☐ AUTHORIZED AGENT

(PLEASE PRINT NAME)


☐ PROPERTY OWNER / ☐ AUTHORIZED AGENT

(SIGNATURE)

8/26/19
DATE



406 N. State St. Ukiah, CA 95482
(707) 468-0991 ph. (707) 468-8234 fax
allinoneautorepair.com

August 26, 2019

City of Ukiah

300 Seminary Ave

Ukiah, CA 95482

Use Permit Request

We are applying for a use permit for the site located at 640 Talmage Road, Ukiah. We would like to use the location as a secured storage facility for vehicles impounded by CHP, PD and SO, as well as vehicles that have been involved in accidents. The existing garage would be used to store evidentiary vehicles under our current evidence contracts with CHP. We are proposing the erection of a perimeter fence that would secure the vehicles.

The property is currently zoned C-1. It has, historically, been used by Martella Trucking, for their business activities. This involved storing big rig tractor-trailers on the site (Brian Martella owned 17 big rigs). Additionally, the vineyard to the south of the property, stores gondola trailers to the west of the property line, along the access road to the vineyard. Our proposed use would not constitute a change in the current usage of the property.

The permitted uses of C-1 property, under Code 9082, includes auto repair, new and used car sales and parking lots. All permitted uses involve storing vehicles on the property. Additionally, the C-1 zoning allows for mini storage, which would create a greater impact on the area than our proposed use permit request for vehicle storage. The property to the east of our property, is currently storing 17 or more vehicles on it.

Our proposed storage yard would be accessed an average of three to five times per day. Vehicles would be temporarily stored within the fenced area, until picked up by registered owners, insurance companies or until the lien process is completed and the vehicle can be sold or disposed of. The lien process, which is initiated after a vehicle has been stored for 72 hours, takes

33 days to complete. After the lien period has expired, the vehicle is removed.

Our company currently has an average of one or two vehicles coming into storage after 5 p.m. and before 8 a.m. daily. The only noise that would be created would be the sound of the engine. We are proposing two electric gates (solar powered) that allow us to access the yard quickly and quietly. Having an ingress and egress gate, allows for limited backing up. The trucks are equipped with safety back up beepers. This would limit the noise from those beepers.

The placement of a perimeter fence on the east side of the property will provide both security and a visual improvement. The only use of the property after regular office hours (8-5 M-F) would be occasionally dropping off a vehicle that is being stored.

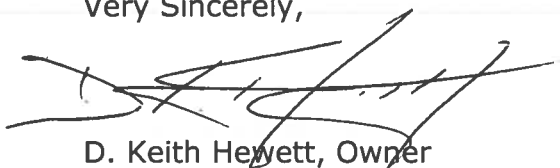
The neighborhood includes a fueling station, vineyard, and a lot with a structure on it that currently has 17 cars stored on it. We do not foresee any impact on the neighborhood. The former owner allowed over a dozen big rig trucks to park in that area. Many of those trucks were coming in and going out between 2 a.m. and 6 a.m. Our business operations will create far less impact than the previous owner conducting his business operations.

There will be two gates, one located 58' west of the property line on the south side of the property. A 3' x 8' sign will be affixed to the fence, just east of the gate. It will include the company name, address and phone number to call if someone is trying to retrieve a vehicle in storage. The second gate will be located 260' west of the south-east corner of the property on the existing gravel roadway. The fence (marked by a dotted line on the site plan, will extend from the southern perimeter to the northern perimeter 260' from the eastern property line and continue to the edge of the property on the east side. The entire length of the east side will also be fenced.

We are proposing a 7' fence with razor wire above the top. If razor wire is not allowed, we would propose three strands of barbed wire. The fence will be made of chain link, with slates to obscure the view inside. We are not proposing the removal of any trees or landscaping. We would bring additional rock in to improve the parking areas.

We appreciate your consideration of our proposal and would be happy to answer any questions you may have. Feel free to contact us at the number above.

Very Sincerely,

A handwritten signature in black ink, appearing to read 'D. Keith Hewett', is written over a horizontal line.

D. Keith Hewett, Owner

Alicia Tlelo

From: Michelle Irace
Sent: Wednesday, October 23, 2019 11:12 AM
To: Alicia Tlelo
Subject: RE: All In One Storage Yard

From: Kathryn Hoffar [mailto:khoffar@hotmail.com]
Sent: Wednesday, October 23, 2019 10:56 AM
To: Michelle Irace <mirace@cityofukiah.com>
Subject: All In One Storage Yard

Hello Michelle ~

Keith asked me to email you as a follow up to your conversation.

640 Talmage Road is going to be used as an impound yard, primarily for our clients, the Ukiah Police Department, the Mendocino County Sheriff's Department and the California Highway Patrol.

It is not a junk yard nor salvage yard and has no customers.

There will be no office located on that site. When a vehicle is being redeemed, the owner of the vehicle will come to our office located at 406 North State Street. There will be no customers coming to the storage facility. This is an additional storage lot.

Tow trucks stay with the drivers that are issued the trucks. The only tow trucks that will be parked at the Talmage location will be vehicles that are commercial sized vehicles that are not legal to have parked on the City streets.

We have added #20 to our plot plan which includes three 9 x 19 parking spaces on the southeast corner of the property line.

If you have any additional questions, please do not hesitate to contact me.

Very Kind Regards,
Kathryn Hoffar
General Manager
All In One Auto
707-468-0991

ALL IN ONE
TOWING

2531 STOKES AVE. UPPER LAKE, CA 95485

707-274-7008

OFFICE HOURS

8:00-5:00

MONDAY *Thru* FRIDAY

for after hour releases
please call

707-274-7008

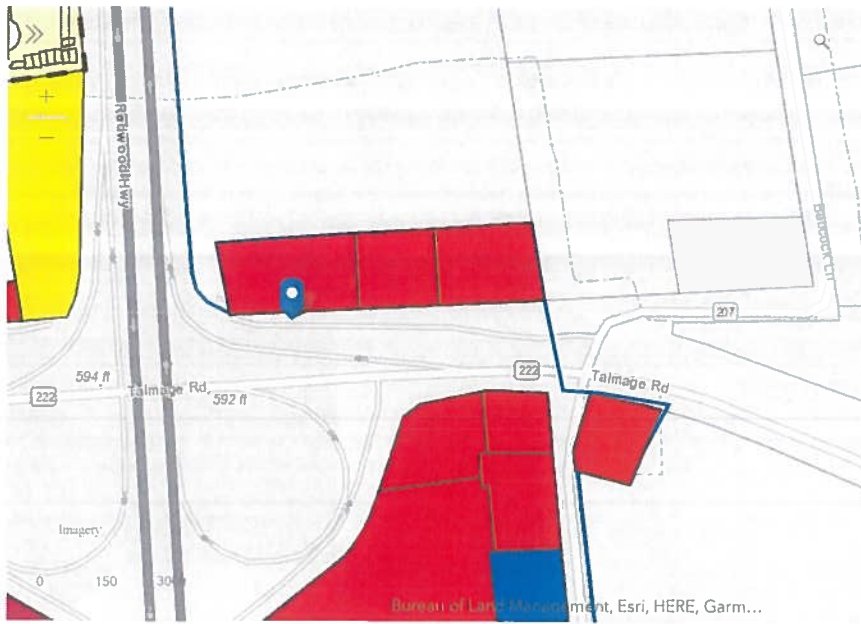




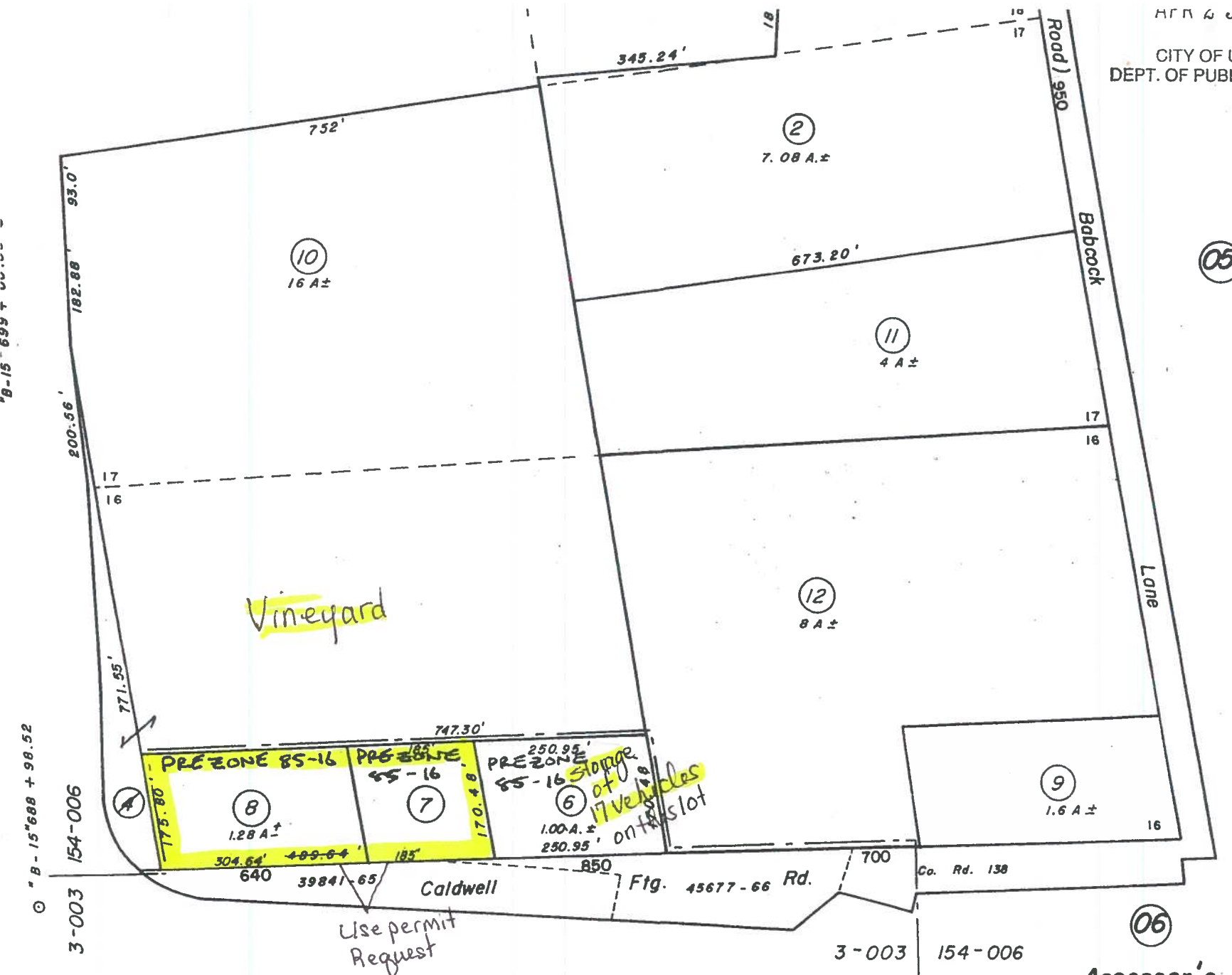








CITY OF UKIAH
DEPT. OF PUBLIC WORKS



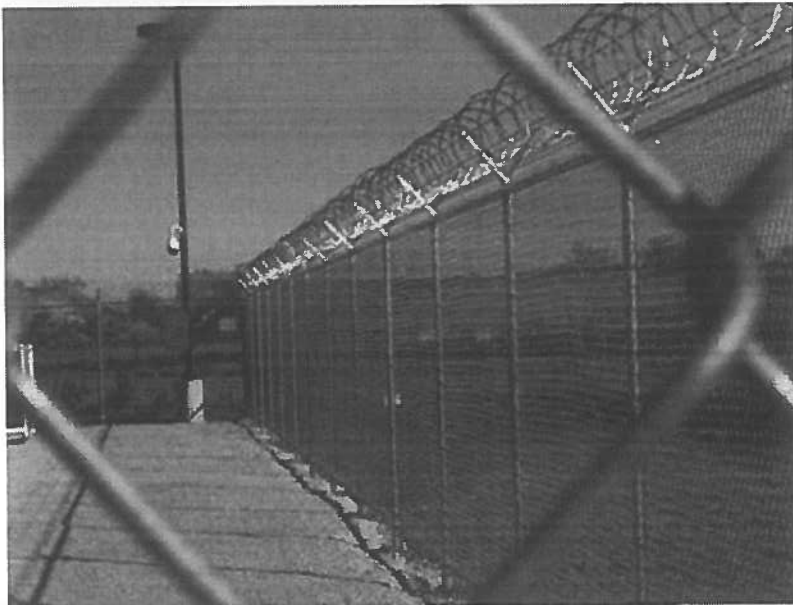
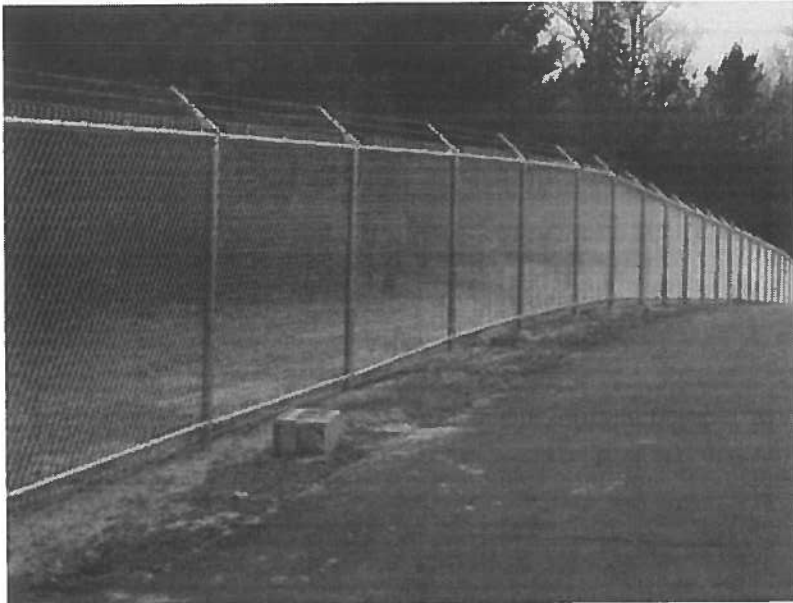
NOTE: This map was prepared for assessment purposes only. No liability is assumed for the data delineated hereon.

Assessor's Map
County of Mendocino, Calif.
March, 1968

All In One Auto Repair & Towing

Images of proposed fencing

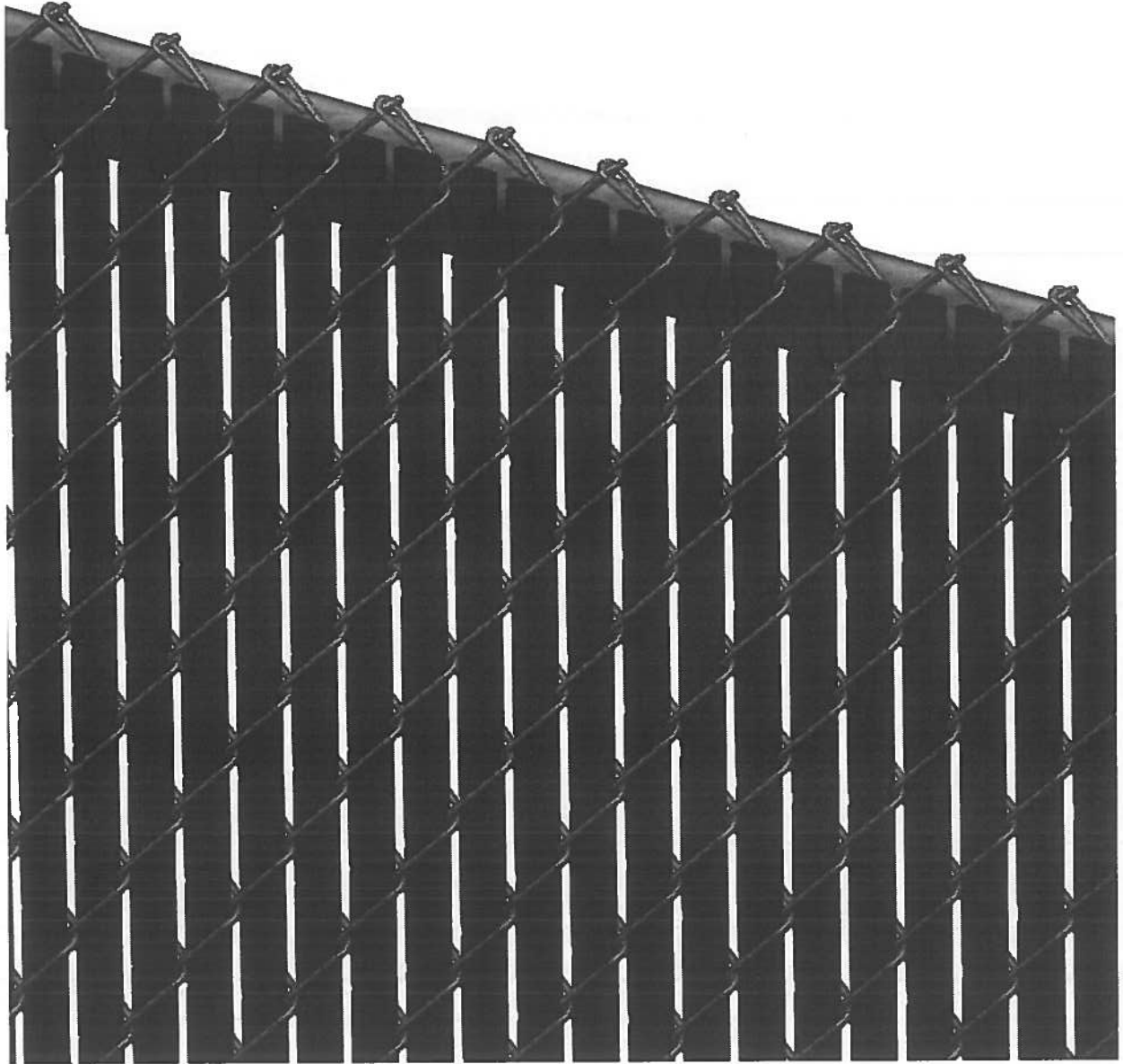
Below are two examples of chain link fencing – one with razor wire (preferred) and one with barbed wire. We are proposing a 7 foot fence (6 feet of chain link, 1 foot of razor/barbed wire). This is a reduction in the first height proposal.



RECEIVED

AUG 28 2019

CITY OF UKIAH
COMMUNITY DEVELOPMENT

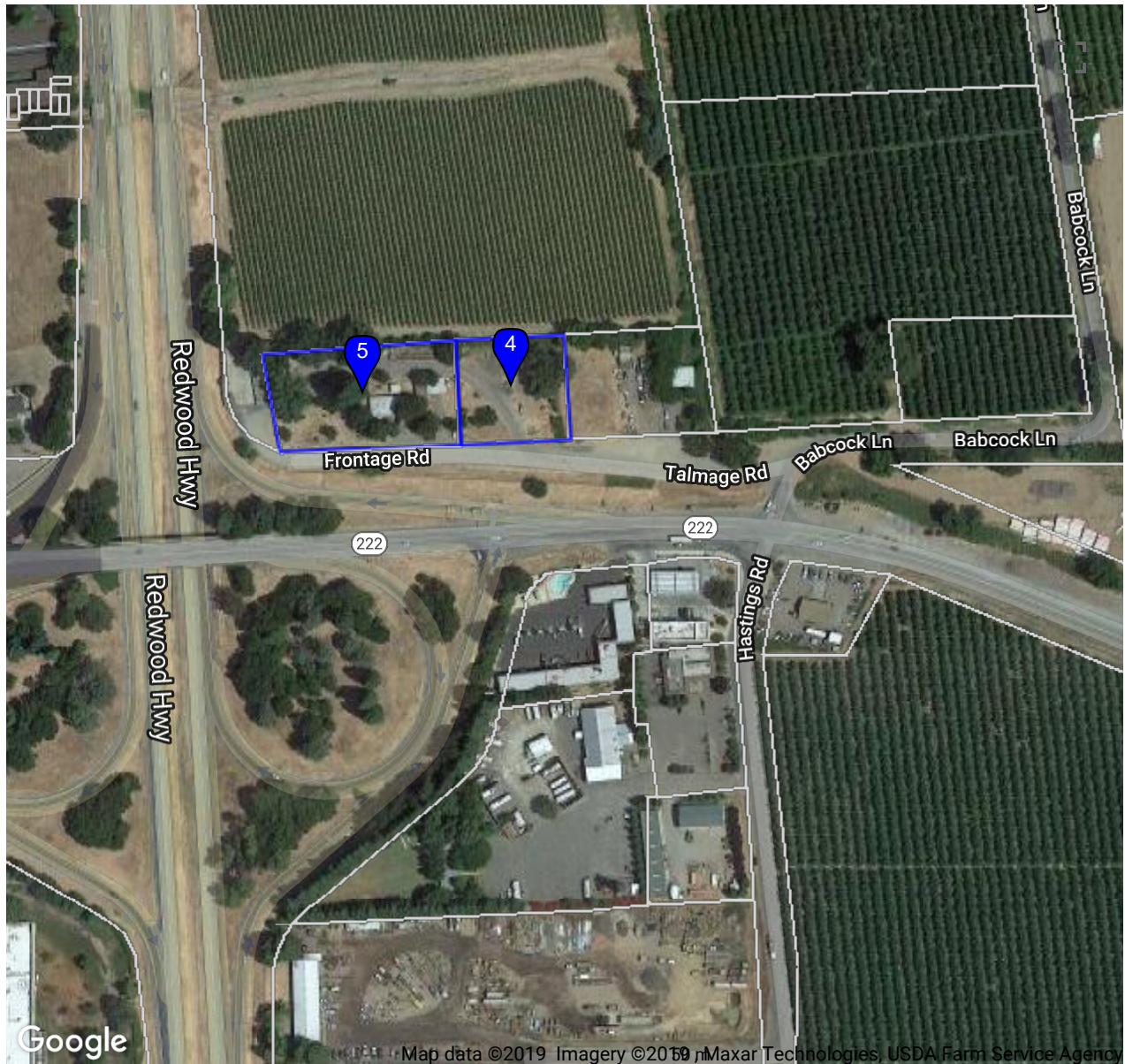


The fencing proposed is a chain link variety with slates, similar to the photo above. The sign would be affixed to the chain link fencing on the east side of the fence. It would include our company name, office hours, address and phone number.

RECEIVED

AUG 28 2019

CITY OF UKIAH
COMMUNITY DEVELOPMENT



Map data ©2019 Imagery ©2019 Maxar Technologies, USDA Farm Service Agency
© 2015 ParcelQuest www.parcelquest.com (888) 217-8999



LIST 1
DETAIL

☐ 1 Property Address: 660 TALMAGE RD UKIAH CA 95482-5912

Ownership

County: **MENDOCINO, CA**
 Assessor: **KATRINA BARTOLOMIE, ASSESSOR**
 Parcel # (APN): **180-040-06-00**
 Parcel Status: **ACTIVE**
 Owner Name: **KAO WEI LEA WANG CHING CHUNG**
 Mailing Address: **407 CHURCH ST N E STE B VIENNA VA 22180**
 Legal Description:

Assessment

Total Value:	\$457,886	Use Code:	0011	Use Type:	RETAIL SALES
Land Value:	\$435,800	Tax Rate Area:	003-003	Zoning:	AG40 40
Impr Value:	\$22,086	Year Assd:	2019	Census Tract:	115.00/5
Other Value:		Property Tax:		Price/SqFt:	
% Improved:	4%	Delinquent Yr:			
Exempt Amt:		HO Exempt:	N		

Sale History

	Sale 1	Sale 2	Sale 3	Transfer
Document Date:	06/24/2015	05/27/2014	04/21/2010	06/24/2015
Document Number:	08567	06057	05074	08567
Document Type:				
Transfer Amount:	\$425,000		\$265,000	
Seller (Grantor):				

Property Characteristics

Bedrooms:	Fireplace:	Units:
Baths (Full):	A/C:	Stories:
Baths (Half):	Heating:	Quality:
Total Rooms:	Pool:	Building Class:
Bldg/Liv Area:	Park Type:	Condition:
Lot Acres:	Spaces:	Site Influence:
Lot SqFt:	Garage SqFt:	Timber Preserve:
Year Built:		Ag Preserve:
Effective Year:		

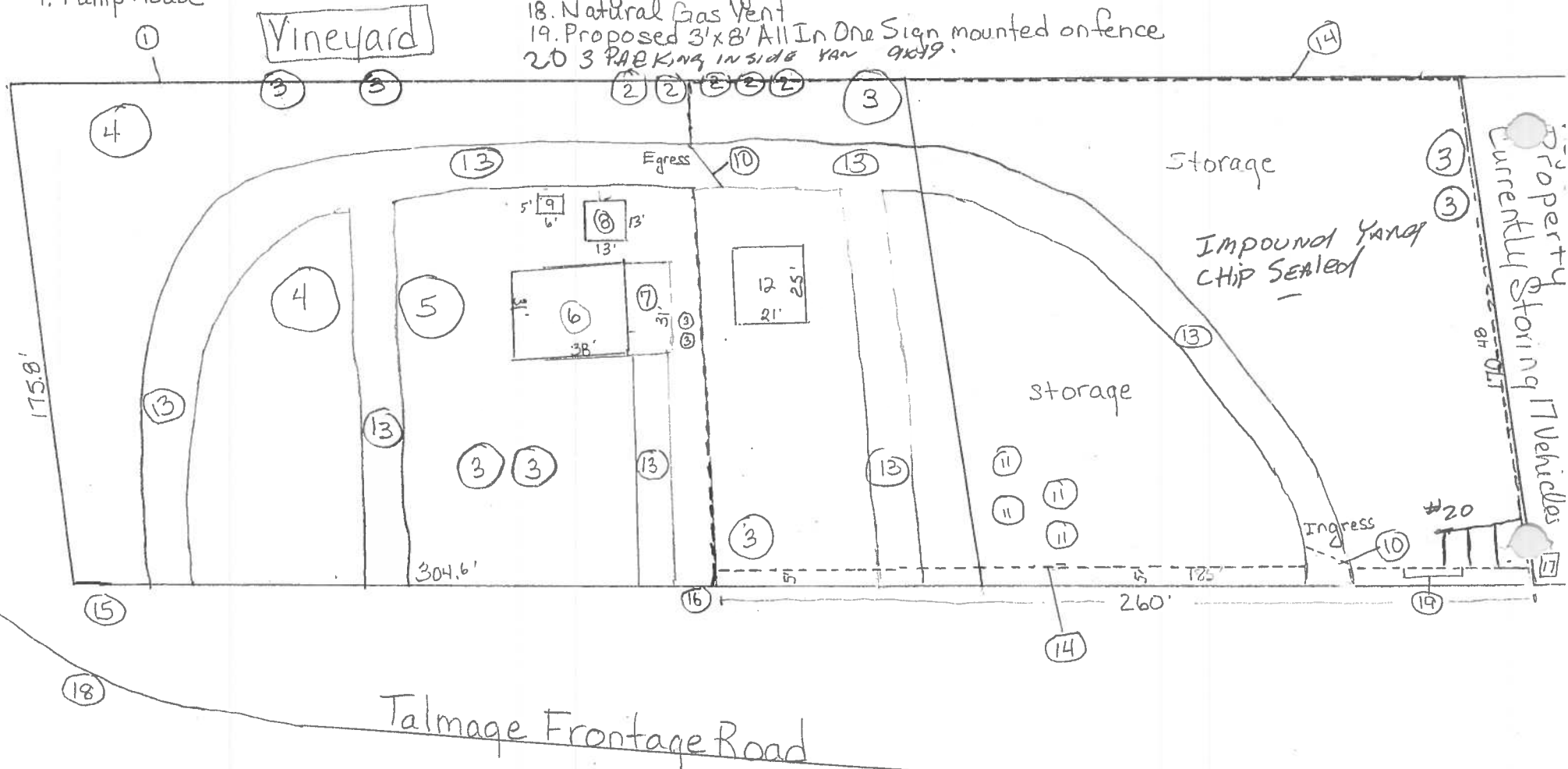
Plot Plan for 640 Talmage Rd

1" = 50.2'



1. Parcel shape & dimensions
2. Plum Trees
3. Oak Trees
4. Walnut Trees
5. Redwood Tree
6. House
7. Carport
8. Shed
9. Pump House

10. Proposed Gates
11. Fruit Trees
12. Garage - proposed indoor storage for evidence vehicles
13. Existing gravel roadways
14. Proposed fence w/ 5' Setback @ road
15. Water Main
16. Sewer
17. Pacific Bell Sign
18. Natural Gas Vent
19. Proposed 3'x8' All In One Sign mounted on fence
20. 3 PARKING INSIDE VAN 9x19'



APN# 180-040-08-00
180-040-07-00



PROJECT REVIEW REFERRAL

Please provide comments by: September 12, 2019

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. 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:

	Craig Schlatter, Community Dev. Director		Mendocino County Dept. of Transportation
	Michelle Irace, Planning Manager	X	Mendocino County Planning and Building
X	Matt Keiser, Building Official		Mendocino County Public Health
X	Jason Benson, Senior Civil Engineer	X	Mendocino Transit Authority
X	Kevin Jennings, Fire Marshall		Regional Water Quality Control Board
X	Sean Kaeser, Investigations Commander		CA Dept. of Fish and Wildlife
X	Nancy Sawyer, Community Service Officer		CA Dept. of Transportation
X	Tim Eriksen, Public Works Director		Sonoma State Northwest Information Center
	Sean White, Director of Water and Sewer		AT & T
X	Jimmy Lozano & Scott Bozzoli, Electrical		PG & E (gas)
	Airport Land Use Commission		PG & E (Land Rights)
	Mendocino County Air Quality		Ukiah Municipal Airport Operations Manager
	Mendocino County Environmental Health		
	North Coast Opportunities, Brandy Perry		

FROM PROJECT PLANNER:

Alicia Tlelo, Assistant Planner
 atlelo@cityofukiah.com
 (707) 463-6268

PROJECT INFORMATION:

Date Filed:	August 26, 2019	Date Referred:	August 28, 2019
Prev. File #:	N/A	Resubmittal:	N/A
File #(s)	19-4783	Applicant:	Donald Keith Hewitt
Project Name:	All In One Auto Repair & Towing		406 N. State St.
Site Location:	640 Talmage Rd.		Ukiah, CA 95482
APNS:	180-040-08		
	180-040-07		
Zoning:	C-1	Phone:	(707) 468-0991
General Plan:	Commercial	Email:	khoffar@hotmail.com

DESCRIPTION: All In One Auto Repair & Towing would like to use the location as a secured storage facility for vehicles impounded by CHP, PD and SO, as well as vehicles involved in accidents. The existing garage would be used to store evidentiary vehicles under current evidence contracts with CHP. There are no proposed internal or external modifications to the garage. They are also proposing a 7ft. plus fence with razor wire above the top.

ATTACHMENTS: Project Application, Project Description with photos, Site Plans, Location Map.



Please indicate whether you have comments and sign and date below.

☒ No Comment

☐ Comments / Conditions of Approval Attached

Signature__Jimmy Lozano_____ Date__8/28/2019_____

Alicia Tlelo

From: Kevin Jennings
Sent: Friday, September 13, 2019 2:58 PM
To: Alicia Tlelo
Subject: RE: 640 Talmage Rd._All In One Auto Repair & Towing_MiUP_Referral Packet

Alicia,

I only have two items,

1. Knox Key box that will allow us 24 / 7 access to the area behind locked gates
2. Clearly posted address that is visible from the road fronting the property.

Thanks, Kevin

Have a GREAT weekend☺

From: Alicia Tlelo <atlelo@cityofukiah.com>
Sent: Friday, September 13, 2019 2:03 PM
To: Kevin Jennings <kjennings@cityofukiah.com>
Subject: FW: 640 Talmage Rd._All In One Auto Repair & Towing_MiUP_Referral Packet

Hi Mr. Jennings,

Do you have any comments for the above named project?

Alicia



Alicia Tlelo
Assistant Planner
300 Seminary Avenue
Ukiah, CA 95482
Tel: (707) 463-6268
Fax: (707) 463-6204
atlelo@cityofukiah.com

From: Alicia Tlelo
Sent: Wednesday, August 28, 2019 11:33 AM
To: Matthew Keizer <mkeizer@cityofukiah.com>; Jason Benson <jbenson@cityofukiah.com>; Jarod Thiele <jthiele@cityofukiah.com>; Daniel Flores <dflores@cityofukiah.com>; Tim Eriksen <teriksen@cityofukiah.com>; Andrew Stricklin <astricklin@cityofukiah.com>; Kevin Jennings <kjennings@cityofukiah.com>; Sean Kaeser <skaeser@cityofukiah.com>; Nancy Sawyer <nsawyer@cityofukiah.com>; Jimmy Lozano <jlozano@cityofukiah.com>; Scott Bozzoli <sbozzoli@cityofukiah.com>; pbs@mendocinocounty.org; jacob@mendocinotransit.org
Cc: Michelle Irace <mirace@cityofukiah.com>
Subject: 640 Talmage Rd._All In One Auto Repair & Towing_MiUP_Referral Packet



Ukiah Police Department

Safety, Professionalism, Community Service

Justin Wyatt
Chief of Police

To: Alicia Tielo, Assistant Planner
CC: Capt. S. Kaeser, Chief J. Wyatt, M. Irace-Planning Manager
From: CSO N. Sawyer

Project Review Address: **640 Talmage Rd.,** (Based on plan provided & site visit)

APN #: 180-040-08, 180-040-07

File #: 19-4783

Project Name: **All in One Auto Repair & Towing**

Crime Prevention through Environmental Design (CPTED) Site Survey: **September 4, 2019**

Disclaimer

The recommendations provided are strictly suggestions to help reduce the chances of a crime being committed against the property. This survey is intended to assist you in improving the overall level of security and includes opportunities to reduce potential crime, improve safety and security measures. The information contained herein is based on guidelines set by the California Crime Prevention Training Institute and the observations of the individual officer(s) conducting the survey. It is not intended to imply the existing security measures, or proposed security measures are absolute or perfect.

All new construction or retrofits should comply with existing building codes, zoning laws and fire codes. Prior to installation or modifications, the proper licenses and variances should be obtained and inspections should be conducted by the appropriate agency. It is the responsibility of the owner/operator to ensure compliance with all Federal, State, and Local laws.

Confidentiality

Portions of this CPTED report may contain confidential information that may be privileged pursuant to California Evidence Code section 1040. Such privileged information may be potentially withheld pursuant to California Government Code section 6255

Introduction

640 Talmage Road-

Site currently has one small single family dwelling, free standing garage and a small pump house structure. There are unpaved driving paths and parking areas. Talmage frontage road borders the south, a vineyard borders the north, east of the site sits a small structure and many vehicles stored, and west of the site is vacant land/road belonging to the vineyard. Talmage road runs east and west and connects to major artery Hwy 101 running north and south.



Ukiah Police Department

Safety, Professionalism, Community Service

Justin Wyatt
Chief of Police

CPTED Principles/Key Concepts

Crime Prevention through Environmental Design (CPTED) is a proactive crime-fighting technique in which the proper design and effective use of parks, open spaces, building(s) and their surroundings lead to a reduction in crime as well as an improvement in the quality of life for citizens of the community.

Access Control:

Properly located entrances, exits, fencing, landscaping and lighting to direct foot and motor traffic in ways that discourage crime.

Surveillance:

Generally, criminals do not want to be seen. Placing physical features, activities and people in ways that minimize the ability to see what is going on discourages crime. Landscaping and lighting are two methods used to provide natural surveillance. The three main types of surveillance are natural, organized (security), and mechanical (alarms, video surveillance).

Territorial Reinforcement:

Define the boundary between private and public areas to send a message to illegitimate users that they are not to be there and provide a sense of ownership to legitimate users.

Lighting:

Minimum maintained lighting standards providing nighttime illumination of parking lots, walkways, entrances, exits and related areas to promote a safe environment.

Maintenance:

Well maintained landscaping, lighting and property cleanliness shows a property is well-cared for and someone is responsible for the upkeep. A property that is not maintained may indicate the management is not concerned about the property and be willing to overlook criminal activity. See the "broken window theory".

CPTED-suggested for 640 Talmage Road

Access Control:

- Place address numbers displayed in accordance with building and zoning codes to facilitate/expedite public safety responses.
- Install fencing and gates as stated in description and site plan, and keep all in good repair.

Surveillance:

- Install audible security alarm, surveillance and monitoring.
- Post signage stating location is under active video surveillance monitoring and alarm/monitoring.

300 Seminary Avenue | Ukiah, California 95482

Telephone: 463-6262 | Fax: (707) 462-6068 | www.cityofukiah.com



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Territorial Reinforcement:

- Install signage at location to define location with designation and address.
- Keep dumpsters locked to limit unauthorized dumping or scavenging or keep in locked/gated area.

Lighting:

- Exterior lighting shall be shielded or otherwise designed to avoid spill-over illumination to adjacent streets and properties.
- All building exterior lighting and parking lot lighting should be functioning and kept in good repair. (Consult with Planning Department to meet Illumination Engineering Society (IES) minimum standard for open parking and buildings.)

Maintenance:

- Report any graffiti to UPD @ 463-6262. After reporting, clean-up/paint over as soon as possible. Spray on graffiti remover can be purchased at hardware supply stores.
- Keep property free of debris/garbage.
- Weekly and/or inspection of exterior building and property to limit unauthorized usage of property.

Landscaping:

- All mature landscaping shall follow the two-foot, six-foot rule. All landscaping shall be ground cover, two feet or less and lower tree canopies of mature trees shall be above six feet. This increases natural surveillance and eliminates hiding areas within the landscape.
- Tree canopies shall not interfere with or block lighting. This creates shadows and areas of concealment. The landscaping plan shall allow for proper illumination and visibility regarding lighting and surveillance cameras through the maturity of trees and shrubs.
- If landscaping for screening is desired, this shall be accomplished by hostile vegetation such as holly.

Respectfully submitted,
Nancy Sawyer, ICPS, CPD
Community Service Officer, Crime Prevention
Ukiah Police Department
Phone: 707-467-5708
nsawyer@cityofukiah.com
9/9/19:njs

Interoffice Memorandum



To: Alicia Tlelo, Assistant Planner
From: Jarod Thiele, Public Works Management Analyst JT
Date: September 17, 2019; Revised October 22, 2019
Re: Project Review Committee Referral File No. 19-4783, All in One Auto Repair and Towing, Located at 640 Talmage Road- Revised

The Department of Public Works has reviewed the above referenced project and recommends the following conditions of approval:

1. The property is located within the floodplain and is subject to the floodplain provisions of the California Building Code and National Flood Insurance Program requirements. Based on the estimated value of work being more than 50 percent of the assessed valuation of the structure, the proposed work is considered a "substantial improvement," for purposes of flood plain management. Therefore, verification will be required that the entire existing structure, including any additions, is constructed at or above the base flood elevation. (Note that the "substantial improvement" determination may be re-evaluated by the City based upon a certified appraisal of the market value of the structure furnished by the applicant.
2. All driveway and parking areas shall be surfaced with asphaltic concrete (2 inch asphalt 6 inch aggregate base), concrete, or other surfacing so as to provide a durable, dust free all weather surface which shall meet the requirement of all applicable laws and the approval of the Director of Public Works.
3. 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.
4. Construction operations shall incorporate best management practices as necessary to prevent sediment from entering the streets and storm drains. Disturbed areas and stockpiles within the property shall be protected and monitored, and silt fence or other measures installed if needed to contain sediment. Streets and sidewalks shall be kept clean and clear of dust and debris at all times.
5. The frontage of this property currently lacks concrete curb, gutter, sidewalk and street trees. Pursuant to Section 9181C of the Ukiah City Code, the applicant shall be required to construct frontage improvements (including an ADA compliant concrete sidewalk, street trees, and repairs to existing curb,

October 22, 2019

gutter and sidewalk if necessary), to the satisfaction of the City Engineer.
This condition is being waived at this time. However, should future
development occur, this condition will be required.

Alicia Tlelo

From: Matthew Keizer
Sent: Wednesday, September 11, 2019 8:33 AM
To: Alicia Tlelo
Subject: RE: 640 Talmage Rd._All In One Auto Repair & Towing_MiUP_Referral Packet

Building

A fence over 7ft in total height will require a building permit and review.

Thanks

Matt

From: Alicia Tlelo <atlelo@cityofukiah.com>
Sent: Wednesday, August 28, 2019 11:33 AM
To: Matthew Keizer <mkeizer@cityofukiah.com>; Jason Benson <jbenson@cityofukiah.com>; Jarod Thiele <jthiele@cityofukiah.com>; Daniel Flores <dflores@cityofukiah.com>; Tim Eriksen <teriksen@cityofukiah.com>; Andrew Stricklin <astricklin@cityofukiah.com>; Kevin Jennings <kjennings@cityofukiah.com>; Sean Kaeser <skaeser@cityofukiah.com>; Nancy Sawyer <nsawyer@cityofukiah.com>; Jimmy Lozano <jlozano@cityofukiah.com>; Scott Bozzoli <sbozzoli@cityofukiah.com>; pbs@mendocinocounty.org; jacob@mendocinotransit.org
Cc: Michelle Irace <mirace@cityofukiah.com>
Subject: 640 Talmage Rd._All In One Auto Repair & Towing_MiUP_Referral Packet

Hello,

The City has received an application for a Minor Use Permit associated with a proposed storage facility for vehicles that have been impounded and involved in accidents located at 640 Talmage Rd. and is soliciting comments from other departments and agencies. Please find the attached referral package with project materials and let me know if you have any questions. Comments would be appreciated by September 12 , 2019.

Thank you,

Alicia Tlelo



Alicia Tlelo
Assistant Planner
300 Seminary Avenue
Ukiah, CA 95482
Tel: (707) 463-6268
Fax: (707) 463-6204

