Zoning Administrator

Regular Meeting

AGENDA

This meeting will be held remotely, at the link below:
https://global.gotomeeting.com/join/487209829

You can also dial in using your phone.
United States: +1 (786) 535-3211

Access Code: 487-209-829

July 6, 2021 - 2:00 PM

1. CALL TO ORDER

2. SITE VISIT VERIFICATION

3. APPROVAL OF MINUTES

3.a. Consider the Zoning Administrator Minutes of the June 7, 2021 hearing.

Recommended Action: Review and Approval of the Zoning Administrator Minutes for the June 7, 2021 Hearing.

Attachments:

1. 06.07.21 Minutes - Draft

4. VERIFICATION OF NOTICE

5. 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.

6. 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 at .

7. PUBLIC HEARING

7.a. Request to consider a Minor Use Permit for a Cannabis Related Business that includes Cannabis Processing and Cannabis Distribution uses within two existing buildings at 120 Brush Street; APN (002-040-32); File No. 21-6195.

Recommended Action:

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

Attachments:

1. Draft Findings
2. Draft Conditions of Approval
3. Project Application Materials & Site Development Plans
4. Neighborhood Context Map
5. Agency Comments and 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
Meeting Held Remotely through Teleconference
June 7, 2021 @ 2:00 p.m.

STAFF PRESENT
Craig Schlatter, Zoning Administrator
Jesse Davis, Planning Manager
Shannon Riley, Deputy City Manager

OTHERS PRESENT
Mike Butzow
Richard Ruff
Ashleigh Plazola
Alan Nicholson

1. CALL TO ORDER

The Zoning Administrator called the meeting to order at 2:03 p.m. via a GoToMeeting teleconference.

Zoning Administrator/Community Development Director Craig Schlatter presiding.

2. VERIFICATION OF NOTICE

Planning Manager Jesse Davis confirmed the timely noticing for all public hearing items on the agenda for June 7, 2021.

3. APPEAL PROCESS

For matters heard at this meeting the final date to appeal is June 17, 2021, at 5:00 p.m.

Zoning Administrator Craig Schlatter confirmed the final date of appeal with Planning Manager Jesse Davis.

4. APPROVAL OF MINUTES – February 16, 2021

Zoning Administrator Craig Schlatter approved the minutes of the Zoning Administrator Hearing that occurred on February 16, 2021 with no corrections or alterations.

5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

None.

6. SITE VISIT VERIFICATION

Zoning Administrator Craig Schlatter stated that he had performed a site visit to each of the Project Sites on this agenda.

7. PUBLIC HEARING

a. Request to consider a Minor Use Permit for residential use of an existing commercial structure at 330 North Main Street; APN 00218604; File No. 21-6197.

Planning Manager Jesse Davis presented the staff report, shared a presentation, and noted the following considerations to the Zoning Administrator and audience:

- The minor use permit is required per Ukiah City Code § 9082 (Permitted Uses –

Community Commercial Zoning District), but that the structure was originally constructed as a residence and then converted;
- Staff presented the Findings and provided a recommendation to the Zoning Administrator for approval with conditions.

At 2:13 PM, Zoning Administrator Craig Schlatter opened the public hearing. After opening the public hearing, he inquired as to recent construction activity on the project site, particularly fencing; the Zoning Administrator clarified this activity with Staff;

Zoning Administrator Craig Schlatter then remarked on forthcoming updates to the zoning code concerning objective standards for residential uses of commercial properties and described past Housing Element policies.

Mr. Mike Butzow responded to the Zoning Administrator's inquiry regarding fencing and stated that a permit was not required and that the fencing was otherwise allowed by right for within the commercial zoning district. He then spoke in support of the project; no additional comments were provided.

At 2:15 PM, Zoning Administrator Schlatter closed the public hearing, and discussed past Housing Element policies regarding the monitoring of residential and commercial conversions.

The Zoning Administrator instructed Staff to update the labels associated with the included attachments to ensure they were appropriately numbered. Staff responded that this correction would be undertaken.

Zoning Administrator Craig Schlatter approved the minor use permit at 330 North Main Street; APN 002-186-04; File No. 21-6197; based on the findings and subject to the conditions of approval in the staff report, dated May 24, 2021 and presented to the Zoning Administrator on June 7, 2021.

b. Request to consider a Minor Use Permit for the Cultivo Outdoor Shade Canopy at 108 W Standley Street; APN 00222415; File No. 21-6134.

Planning Manager Jesse Davis presented the staff report, shared a presentation, and noted the following considerations to the Zoning Administrator and audience:

- The minor use permit requests installation of a ±250 sq ft steel framed shade awning within the right-of-way to serve as a permanent sidewalk dining canopy at Cultivo, an existing restaurant located at 108 W Standley Street;
- Staff described the recent ordinance that allowed for permanent outdoor dining facilities.
- Staff presented the Findings and provided a recommendation to the Zoning Administrator and that a Site Development Permit was not required.

Zoning Administrator Schlatter noted that 108 West Standley Street is an address included on the City's Historic and Architectural Inventory Table, and inquired how Staff determined that it was not subject to additional review.

Planning Manager Jesse Davis affirmed that this property is included on the City's Historic and Architectural Inventory Table, but that additional review was not required. This determination was based on analysis of the Downtown Zoning Code, particularly Table 27 and Table 13. Upon review Staff determined that the proposed improvement was not physically attached to the historic structure, and that its dimensions allowed for

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relevant architectural components, including windows and molding to remain visible. Staff also noted the relatively small size of the requested improvement square feet limited its impact with regard to aesthetics or design facets.

Zoning Administrator Craig Schlatter noted the presence of Deputy City Manager, Shannon Riley, and requested her input with regard to precedent. The Deputy City Manager spoke to the intent of the outdoor dining ordinance and affirmed the analysis of the Planning Manager regarding historical and visual concerns. Deputy City Manager Shannon Riley described the goals of the City when updating the outdoor dining ordinance, noted the relationship to the ongoing Downtown Streetscape improvement program, and the thoughtfulness of the design approach by the applicant.

Planning Manager Jesse Davis mentioned that the restrictiveness discussed in the associated Staff Report was related to past regulations regarding permanent dining facilities, and that the current regulations allow for such installations.

At 2:32 PM, Zoning Administrator Schlatter opened the public hearing and Ashleigh Plazola spoke in support of the project and noted previous outdoor dining activities associated with Cultivo. Subsequently, Alan Nicholson spoke in support of the project and noted material selection, design aspects related to the project, color selection and historical considerations.

At 2:38 PM, Zoning Administrator Schlatter closed the public hearing, and stated that this review does not establish a precedent with regard to the need for a Site Development Permit or recommendation from the Design Review Board. He further remarked that the existing cladding on the structure was noted as covering existing architectural facets within the inventory document. Subsequently, Zoning Administrator Schlatter inquired if there were any particular conditions of approval related to the historic nature of the structure. Staff responded that while no particular conditions were included that the Applicant was still required to abide by applicable local, state and federal regulations. The Zoning Administrator instructed staff to add a Condition of Approval related to future updates or alterations to the façade so that it would be appropriate to the historical consideration of the structure. Alan Nicholson expressed no issue with the suggested Condition of Approval, but noted that issues remained with regard to Conditions suggested by the Ukiah Valley Fire Authority, which restricted material selection. Staff noted that they did receive an email from the Alan Nicholson on February 24, 2021 regarding this issue and after discussion suggested that Condition be amending an as follows:

> *The canopy must be constructed with a California State Fire Marshall approved and stamped material,* ***or as determined by the Ukiah Valley Fire Authority, or City of Ukiah Building Official.***

Staff also suggested that the following Special Condition of Approval Number 24 be added, as requested during the Hearing by the Zoning Administrator:

> ***Future improvements or modifications to the subject structure should reflect the architectural style or historical character as described by the City of Ukiah Historic and Architectural Inventory Table.***

Zoning Administrator Craig Schlatter stated that he was comfortable approving the request, and noted the reasons he supported this determination. He subsequently approved the minor use permit at 108 W Standley Street; APN 002-24-15; File No. 21-6134; based on the findings and subject to the conditions of approval as modified and added at the

public hearing and presented to the Zoning Administrator on June 7, 2021.

c. Request to consider a Minor Use Permit for the Left Coast Outdoor Shade Canopy at 110 W Standley Street; APN 002-224-06; File No. 21-6245.

Planning Manager Jesse Davis presented the staff report, shared a presentation, and noted the following considerations to the Zoning Administrator and audience:

- The minor use permit requests installation of a ±338 sq ft steel framed shade awning within the right-of-way to serve as a permanent sidewalk dining canopy at Left Coast, an existing restaurant located at 110 W Standley Street;
- Staff presented the project specific components of the request, and described the recent ordinance that allowed for permanent outdoor dining facilities.

Staff presented the Findings and provided a recommendation to the Zoning Administrator and affirmed that a Site Development Permit was not required. The Zoning Administrator noted that the determination provided at this hearing does not establish a precedent. Zoning Administrator Schlatter inquired as to the differences between the request at 108 and 110, as well as the cumulative impact of these facilities along Standley Street.

Planning Manager Jesse Davis responded that Staff did investigate the cumulative impact of these requests, but focused on pedestrian and vehicular circulation. It was mentioned that the both Cultivo and Left Coast maintained existing outdoor dining programs, but that they were temporary in nature. Staff noted that while different materials and colors were utilized, the structures themselves were already quite different in terms of color, as well as design facets such as windows and cladding. Planning Manager Jesse Davis then deferred to the Applicant.

At 2:57 PM, Zoning Administrator Schlatter opened the public hearing and Richard Ruff spoke in support of the project and noted his approach to the design of outdoor shade canopy. While waiting the Applicant, the Zoning Administrator continued questioning staff, and requested to review the associated South elevation. Staff displayed the elevation, and noted that a small difference for this request was the use of motorized awnings for protection from inclement conditions, as well as nighttime storage and security.

Richard Ruff discussed his design approach and the features associated with the request. He discussed lighting, as well as the provision of other utilities and how that they would be provided. Other elements discussed included associated heaters and the motorized awnings.

Similar to the request at 108 West Standley, the Zoning Administrator requested that a Conditions of Approval be modified as follows:

> *The canopy must be constructed with a California State Fire Marshall approved and stamped material,* ***or as determined by the Ukiah Valley Fire Authority, or City of Ukiah Building Official.***

The following Special Condition of Approval was added, as requested during the Hearing by the Zoning Administrator:

> ***Future improvements or modifications to the subject structure should reflect the architectural style or historical character as described by the City of Ukiah Historic and Architectural Inventory Table.***

Zoning Administrator Schlatter noted that Staff would look closely at forthcoming projects

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for potential review of the Design Review Board, as well as a Site Development Permit.

Planning Manager Jesse Davis noted that approval letters would be drafted after the hearing and would be available for each project reviewed at the Hearing before the Zoning Administrator. He provided the process to record the associated Categorical Exemptions for each request.

Zoning Administrator Schlatter subsequently approved the minor use permit at 110 W Standley Street based on the findings and subject to the conditions of approval as modified and added at the public hearing, dated May 24, 2021 and presented to the Zoning Administrator on June 7, 2021.

Alan Nicholson stated that he supports the initiative to coordinate new design with the existing character, especially within the downtown. He noted that he had tried multiple times to set-up a meeting with City Staff to discuss these aspects, and requested the City to conduct a preliminary review prior to submittal. Zoning Administrator Schlatter noted previous staffing shortages prevented those encounters and that moving forward, due to being fully-staffed, the City will look to facilitate these types of meetings. He noted appreciation for Alan's mention of this issue.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 3:10 p.m.

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AGENDA ITEM NO. 7A

Department of Community Development
Planning Division
300 Seminary Ave.
Ukiah, CA 95482

DATE: June 25, 2021

TO: Zoning Administrator

FROM: Jesse Davis, Planning Manager

SUBJECT: Request to consider a Minor Use Permit for a Cannabis Related Business that includes Cannabis Processing and Cannabis Distribution uses within two existing buildings at 120 Brush Street; APN (002-040-32); File No. 21-6195.

SUMMARY

OWNERS:	Michael Mountanos
APPLICANT:	Joshua Keats (Yokayo Processing, LLC)
AGENT:	Julie Noia
LOCATION:	120 Brush Street; APN (002-040-32)
TOTAL ACREAGE:	± 0.86 acre
GENERAL PLAN:	Industrial (I)
ZONING DISTRICT:	Manufacturing (M)
AIRPORT COMPATIBILITY:	Other Airport Environ (OAE)
ENVIRONMENTAL DETERMINATION:	Categorical Exemption, pursuant to CEQA Guidelines Article 19, Class 1, Section 15301, Existing Facilities (a) – Minor interior and exterior alterations.
RECOMMENDATION:	Conditional Approval, based on Findings and subject to Conditions of Approval (**Attachments 1 and 2**)

BACKGROUND

On January 17, 2017, to maintain local control over the regulation of commercial cannabis activities, the City Council enacted Ordinance 1186, (Cannabis Related Businesses), which regulates the operation of and sets forth a local permitting process for Cannabis Manufacturing, Cannabis Retail, Cannabis Testing, Cannabis Nursery and Cannabis Microbusinesses occurring on real property under the City's jurisdiction.

PROJECT DESCRIPTION

A Minor Use Permit application was received on April 20, 2021 to operate a Cannabis Related Business that features Cannabis Processing and Cannabis Distribution uses within two existing buildings at 120 Brush Street; APN (002-040-32). The subject property is ±0.86 acres in size, and is improved with two existing commercial structures (Main Building and Corner Building).

The Main Building is a ±19,330 sq ft multi-story commercial structure, while the Corner Building is a ±4,320 sq ft single-story commercial structure. Water and wastewater are currently provided to the Project Site by the City of Ukiah. The project includes the following components:

- Distribution and Processing of Cannabis Products within two existing commercial structures;
  - The Main Building will be used for 'Drying and Hanging', 'Shipping and Receiving' as well as 'Processing' (Bucking and Trimming) of Cannabis.
    - 'Processing' is to occur on the 2nd floor, utilizing ±600 sq ft of floor-space;
  - The Corner Building is to be used exclusively for the 'Drying and Hanging' of Cannabis;
- Tenant Improvements and minor interior alterations are proposed to the Main Building and Corner Building;
- Installation of Heating, Ventilation, and Air Conditioning (HVAC) within both structures;
- Installation of carbon-based odor and air purification systems within both structures;
- Remodeling interior office and existing bathroom, addition of one (1) ADA bathroom within the Main Building;
- Sealing of secure entry door adjacent to delivery area within the Main Building;
- Installation of security features including surveillance cameras, alarms, card reader entry and motion sensors in both the Main and Corner Building;
- Provision of 36 parking spaces within an existing lot, including two (2) ADA parking spaces and upgraded encroachments;
- At peak operation, the facility would operate seven (7) days per week, utilizing three (3) shifts of employees. Each shift would be eight (8) hours in length.

Application materials, including a detailed project description and plans, can be found in **Attachment 3**.

SURROUNDING LAND USE & ZONING

The Project Site is immediately northeast of the intersection of Brush Street and Mazzoni Street, approximately 0.16 mile south of State Street and within proximity to the City's jurisdictional boundary with the County of Mendocino. Encroachments from the Project Site are provided onto both Brush Street and Mazzoni Street. The Project Site has a General Plan land use designation of Industrial (I), as well as a zoning designation of Manufacturing (M). The property features no combining districts or other zoning restrictions, and is not subject to any mapped flood or seismic hazards.

The Project Site is adjoined to the north and east by active manufacturing uses, including a industrial sales and service firm to the north and metal fabrication to the east. To the west, the property features a non-conforming single-family dwelling unit and RV storage yard. On the opposite side of Brush Street exist a number of heavy commercial businesses, including transportation equipment storage and machine supply sales. A summary of zoning designations and uses is provided below in **Table 1**.

In general, the area features an assortment of industrial, commercial storage and manufacturing uses. A General Plan Land Use Map is depicted in **Figure 1**, a Zoning Map in **Figure 2**, and an aerial map of the site and are is included in **Figure 3**.

Table 1, Surrounding Zoning and Land Uses

	ZONING:	USE:
NORTH	Manufacturing (M)	Manufacturing
EAST	Manufacturing (M)	Manufacturing
SOUTH	Heavy Commercial (C2)	Heavy Commercial
WEST	Heavy Commercial (C2)	Residential & RV Storage

Figure 1: General Plan Land Use

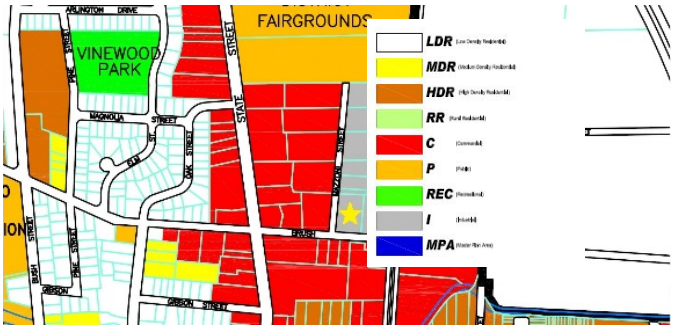


Figure 2: Zoning Designation

Figure 3. Aerial View

AGENCY COMMENTS

Project referrals were sent to the following responsible or trustee agencies with interest or jurisdiction over the project: Ukiah Valley Fire Authority, City of Ukiah Public Works, City of Ukiah Police Department, City of Ukiah Electrical Utility, City of Ukiah Building Division, and Mendocino County Planning and Building. The agencies comments and recommended Conditions of Approval are contained in **Attachment 4**.

STAFF ANALYSIS

General Plan and Zoning Consistency

The parcel is provided with a General Plan Land Use designation of Industrial (I) and is zoned Manufacturing (M). The existing site and buildings are consistent with the required setbacks, building height, and lot coverage for the Manufacturing (M) zoning district as described in Ukiah City Code (UCC) §9110-9117. The Main Building and Corner Building are both 28 ft in height. The most recent use associated with the Project Site was for cookie and cracker manufacturing, as well as food distribution activities. Those previous activities share many functional characteristics with the requested use of Cannabis Processing and Cannabis Distribution. Because of these similarities, relatively few upgrades or major alterations to the Project Site are necessitated. Per UCC §9112, Cannabis Related Businesses are allowed in the Manufacturing zoning district upon securing a Use Permit.

The project request includes Cannabis Distribution, which allows for the procurement, sale, and transport of cannabis products between permitted and licensed cannabis businesses. The largest portion of space, however, appears dedicated to the drying of harvested cannabis to allow for further processing into finished cannabis flower and trim for retail sale. As described in the application materials, there is an allocation of approximately 600 sq ft of floor space on the second floor of the Main Building for the bucking and trimming of cannabis. Bucking is the process by which flower and leaf are separated from the branches of the

cannabis plant. Trimming activities are typically conducted via a combination of machine and manual hand processes. These activities are consistent with past on-site commercial activities, which featured the processing, packaging, and distribution of cookies and other baked goods.

The project has been determined to be consistent with all requirements contained within applicable ordinances for Cannabis Related Businesses, including Ukiah City Code §9174.2(F). The Applicant has submitted all required documents, including a complete application, a Security Plan, and Standard Operating Procedures in compliance with the aforementioned ordinances **(Attachment 3).** In addition, the Applicant has addressed all aspects of the Live Scan process through the Ukiah Police Department and is conditioned to seek Live-Scan review for any new employee associated with cannabis related activities.

Furthermore, the project is consistent with the all applicable development standards for the Manufacturing zoning district outlined in §9110-9117 of the UCC. The most recent permitted improvement to the Project Site facilitated a commercial reroof to the Main Building in 2017. Relatedly, there is no indication of unpermitted work or outstanding code violations associated with the property.

Per § 9263, a Site Development Permit is not required given the relatively minor exterior modifications required to conduct the requested activities.

Airport Compatibility

The Project Site is located ±9,500 ft (1.79 miles) northeast of the Ukiah Municipal Airport, and is situated within the Other Airport Environs (OAE) designation of the Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP). Within this airport influenced area, no applicable limits are prescribed with regard to intensity of the requested and permitted uses, nor are there any open land requirements specific to airport safety considerations. Noise and overflight factors are considered minimal, but there may be occasional overflights which may be intrusive to some outdoor activities. In general, the risk level for this zone is low, and no specific safety or airspace protection factors are identified.

According to Table 3A of the UKIALUCP, the requested activities would be considered normally compatible. When uses are identified as conditionally compatible for the OAE, concerns are typically associated with potential flight hazards such as land uses that may attract birds, generate dust, produce smoke or steam plumes, create electronic interference, or otherwise be considered hazardous. None of these factors apply to the requested use of these commercial structures. Upon review, it was determined that this facility did not require further airport compatibility analysis or referral to the Mendocino County Airport Land Use Commission, as the requested activities are determined to be compatible.

Cannabis Related Business - Location Restrictions

Presently, all cannabis uses and activities within California require review and regulation by State agencies. Given the requested uses, the Applicant will require and is conditioned to obtain appropriate licenses and operate in accordance with the California Bureau of Cannabis Control and the California Department of Food & Agriculture, or any subsequent merged entity that regulates associated cannabis uses. Additionally, the City of Ukiah maintains restrictions regarding the location of cannabis business, which include the following limitations and constraints per UCC §9174.2(F):

1. Within six hundred feet of a school;
2. Within two hundred fifty feet of a youth-oriented facility (public park, church, museum, library, or licensed daycare facility);
3. Abutting a parcel occupied by a youth oriented facility or a school;
4. Within any residential zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation; or
5. On a parcel having a residential unit, or on a parcel directly abutting a residentially zoned property, unless there are intervening nonresidential uses;
6. Abutting or within two hundred fifty feet of another cannabis dispensary.

The project is consistent with all listed requirements, as it is not within the restricted distances to schools or youth-oriented facilities (see Neighborhood Context Map (**Attachment 4**). While there is a residential dwelling unit within 100 ft of the subject structure, Staff notes that Mazzoni Street would be considered an intervening use, and that the property is zoned for Heavy Commercial (C2) activities, which otherwise prohibit single-family residential improvements per UCC §9067. Staff has previously affirmed that streets and roadways are intervening uses during similar reviews for cannabis businesses by the Zoning Administrator, as well as the Planning Commission.

City Staff confirmed that there are no licensed childcare facilities, including family daycares, within the immediate vicinity of the Project Site. The nearest education facilities identified were adjacent to and within the Redwood Empire Fairgrounds at distances of approximately 800 feet from the property boundary of the proposed Cannabis Related Business. Both educational facilities are disconnected from any normal or expected route of travel.

The present terminus of the Great Redwood Trail is approximately 300 ft to the southwest of the subject property, but it is not considered a community park and is separated by intervening parcels. Based on comments received during the referral process, Staff conducted additional analysis to ensure the appropriateness of the Project Site with regard to a variety of setback concerns, including a church and shelter facility. Staff affirmed that the distance between these facilities is greater than the required buffer and that the shelter itself is not considered by the City's regulations. As measured, the church structure is approximately 700 feet southwest of the Project Site, and the shelter facility approximately 400 feet southwest of the Project Site. It is affirmed that no component of the Project Site is open to the general-public, and that the area is already fenced and secured to prevent trespass or loitering. Additionally, the Project Site is located on the opposite side of Brush Street from these uses, and there presently exist no crossing or signage that would create traffic safety issues or induce pedestrian crossing.

Furthermore, it was determined and affirmed that the proposed Cannabis Business includes no retail component, nor will it include any outdoor commercial signage. By using carbon filtration units that have been successful in similar commercial environments the Applicant will incorporate and maintain adequate odor control measures such that the odors of Cannabis cannot be detected from outside of the structures. Operational processes and maintenance plans, including activities undertaken to ensure the odor mitigation system remain functional will be considered annually by the Zoning Administrator. All odor mitigation systems and plans submitted are considered consistent with accepted and best available industry-specific technologies designed for the task.

Additionally, the security measures provided by the Applicant prevent unintentional access and discourage trespass. The Project is conditioned so that subject parcels is actively monitored by staff of the facility for vandalism, graffiti, or accumulated debris, such as trash. Should issues arise, however, as with all Cannabis Related Businesses, the project is conditioned to facilitate dispute resolution, and requires an indefinite annual review before the City of Ukiah Zoning Administrator. Findings, specific to this project request are included in **Attachment 1** and the project is subject to Conditions of Approval contained within **Attachment 2**.

ENVIRONMENTAL DOCUMENTATION

The proposed project is subject to the California Environmental Quality Act (CEQA). The project qualifies for a categorical exemption pursuant to CEQA Guidelines Article 19 Class 1, Section 15301, Existing Facilities (a) - Interior or exterior alterations.

The project involves renovations to an existing commercial structure that was historically used for food production and commercial distribution activities. The existing footprint of the subject structure will not be altered or expanded. Only tenant improvements and minor exterior upgrades are required. There are no unusual circumstances that would result in a reasonable possibility of a significant effect, and the project is determined to be consistent with the applicable general plan designation and policies, including applicable zoning designation and cannabis use regulations.

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 June 25, 2021
- Posted on the Project Site on June 25, 2021
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing
- Provided to property owners within 300 feet of the project parcels, as well as Public Agencies on June 25, 2021

RECOMMENDATION

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

ATTACHMENTS

1. Draft Findings
2. Draft Conditions of Approval
3. Project Application Materials & Site Development Plans
4. Neighborhood Context Map
5. Agency Comments and Responses

ATTACHMENT 1

DRAFT FINDINGS TO ADOPT OF A MINOR USE PERMIT FOR A CANNABIS RELATED BUSINESS TO INCLUDE CANNABIS PROCESSING AND CANNABIS DISTRIBUTION USES WITHIN TWO EXISTING BUILDINGS AT 120 BRUSH STREET; APN 002-040-32. FILE NO. 21-6195.

Recommendation for the Approval of the Minor Use Permit and Findings: To facilitate a Cannabis-Related Business that would include Distribution and Processing, within existing commercial structures at 120 Brush Street is based in part on the following findings, in accordance with UCC Sections §9110 (*Manufacturing (M) Zoning District*), §9174.2 (Cannabis Related Business), and §9262 (*Use Permit Procedures*).

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 proposed project is consistent with Ukiah City Code, as well as the goals and policies of the City's General Plan. The General Plan seeks to protect the City's industrial land supply and ensure compatibility between allowed development and surrounding neighborhoods. The conversion of existing industrial improvements in response to market demand ensures that available industrial land continues to meet the economic needs of the City and the region. The purposeful reuse of existing structures is consistent with the City's efforts to reduce sprawl, which otherwise exacerbates energy, land, and materials consumption. By enacting cannabis related business regulations, the City identified specific General Plan land use designations, including Industrial, as appropriate districts for cannabis activities and uses to occur, and staff has identified several General Plan goals and policies that would be advanced through approval of this proposed project. With the inclusion of operational and standard conditions that address related business components, this finding can be made.

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

   The site is physically suitable for the type and intensity of the cannabis-related uses being proposed, including appropriate access, utilities, the absence of physical or topographical constraints, as well as distance to sensitive receptors. The proposed use, including all packaging and distribution functions, would be located wholly within existing industrial buildings, which are considered compatible with the existing and future land uses in the vicinity of the Project Site. All necessary utilities are available and previously provided, including water, wastewater, storm drainage and utility (gas and electric) services. With the provision of a comprehensive security plan and odor control measures, it can be determined that the proposed land use will not be detrimental to the public's health, safety, or general welfare. In addition, the project has been reviewed by agencies having jurisdiction to ensure compliance with the Ukiah City Code and related land use concerns. Granting the minor use permit therefore would not constitute a nuisance or be injurious or detrimental to the public interest, health, safety, convenience, or welfare. Proposed conditions of approval reinforce existing regulations to minimize potential odors, light pollution, and noise. As requested, comments of agencies having jurisdiction have been included as Conditions of Approval, as appropriate, thereby allowing this finding to be made.

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

- Published in the Ukiah Daily Journal on June 25, 2021
- Posted on the Project Site on June 25, 2021
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing
- Provided to property owners within 300 feet of the project parcels, as well as Public Agencies on June 25, 2021

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

ATTACHMENT 2

DRAFT CONDITIONS OF APPROVAL OF A MINOR USE PERMIT FOR A CANNABIS RELATED BUSINESS TO INCLUDE PROCESSING AND DISTRIBUTION WITHIN TWO EXISTING BUILDINGS AT 120 BRUSH STREET; APN 002-040-32; FILE NO. 21-6195.

The following Conditions of Approval shall be made a permanent part of the Minor Use Permit, shall remain in force regardless of property ownership, and shall be implemented in order for this entitlement to remain valid.

Approved Project Description: A Minor Use Permit application was received on April 20, 2021 to operate a Cannabis Related Business that features Cannabis Processing and Cannabis Distribution uses within two existing buildings at 120 Brush Street; APN (002-040-32).

The subject property is ±0.86 acres in size, and is improved with two existing commercial structures (Main Building and Corner Building). The Main Building is a ±19,330 sq ft multi-story commercial structure, while the Corner Building is a ±4,320 sq ft single-story commercial structure. Water and wastewater are currently provided to the Project Site by the City of Ukiah. The project includes the following components:

- Distribution and Processing of Cannabis Products within two existing commercial structures;
  - The Main Building will be used for 'Drying and Hanging', 'Shipping and Receiving' as well as 'Processing' (Bucking and Trimming) of Cannabis.
    - 'Processing' is to occur on the 2nd floor, utilizing ±600 sq ft of floor-space;
  - The Corner Building is to be used exclusively for the 'Drying and Hanging' of Cannabis;
- Tenant Improvements and minor interior alterations are proposed to the Main Building and Corner Building;
- Installation of Heating, Ventilation, and Air Conditioning (HVAC) within both structures;
- Installation of carbon-based odor and air purification systems within both structures;
- Remodeling interior office and existing bathroom, addition of one (1) ADA bathroom within the Main Building;
- Sealing of secure entry door adjacent to delivery area within the Main Building;
- Installation of security features including surveillance cameras, alarms, card reader entry and motion sensors in both the Main and Corner Building;
- Provision of 36 parking spaces within an existing lot, including two (2) ADA parking spaces and upgraded encroachments;
- At peak operation, the facility would operate seven (7) days per week, utilizing three (3) shifts of employees. Each shift would be eight (8) hours in length.

Application materials, including a detailed project description and plans, can be found in **Attachment 3**.

CITY OF UKIAH SPECIAL CONDITIONS

1. No consumption of cannabis or cannabis-related products shall occur on-site.

2. No planting, growing or harvesting of cannabis shall occur on-site.

3. No special events are permitted on-site.

4. Per Section 9174.2(D) of the UCC this Minor Use Permit is valid for one-year from the date of approval. Minor Use Permits must be renewed on an annual basis by the Zoning Administrator.

5. As outlined in Article 20, Administrational and Procedures, of the Zoning Code this 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.

6. Prior to issuance of a certificate of occupancy and commencing operations, the applicant shall submit proof of State licensure to operate the cannabis related business to the Community Development Department.

7. Prior to issuance a certificate of occupancy or commencing operations, the applicant and all current employees shall successfully complete a Live Scan background check and provide proof of such completion to the Ukiah Police Department.

8. The business is required to obtain a City of Ukiah business license prior to occupancy.

CITY OF UKIAH STANDARD CONDITIONS

9. This approval is not effective until the 10-day appeal period applicable to this Minor 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.

10. 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.

11. Any construction shall comply with the "Standard Specifications" for such type of construction now existing or which may hereafter be promulgated by the Department of Public Works for the City of Ukiah; except where higher standards are imposed by law, rule, or regulation or by action of the Zoning Administrator such standards shall be met.

12. Building permits shall be issued within two years after the effective date of the Use Permit or same shall be null and void.

13. 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.

14. 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.

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

ELECTRIC UTILITY DEPARTMENT CONDITIONS

16. Should the applicants decide to upgrade to a larger panel or increase the electric load in the future, they will need to contact the City of Ukiah Electric Utility. Applicant shall provide projected load calculations for their project.

17. 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.

18. Applicant/Customer will need to provide Electric Utility Service Equipment Requirements Committee (EUSERC) approved electrical equipment that is to be used at the project location before any Main Switchgear/Service Panels are purchased for the proposed project.

19. Applicant/Customer shall incur all costs of this future project to include (labor, materials & equipment).

20. The City of Ukiah Electric Utility will require an easement provided for any electric service that transverses through the property and/or around any City owned Electric equipment beyond any existing Public Utility Easement.

PUBLIC WORKS CONDITIONS

21. The permanent pedestrian facilities and sidewalks associated with the driveways from Brush Street and Mazzoni Street shall be improved to ensure compliance with the Americans with Disability Act (ADA) and to the satisfaction of the Department of Public Works. For additional information, please contact the Department of Public Works.

22. If applicable, requested tenant improvements shall require alterations of the wastewater connection fee, as well as inspection of the sewer lateral as required per Ukiah City Code. This requirement will be part of the building permit. For additional information, please contact the Department of Public Works.

BUILDING DEPARTMENT CONDITIONS

23. A permit will be required for T.I. (Tenant Improvements). Please submit plans, building permit application, and hardship form see links below. Please submit four complete plan sets, two wet stamped and signed.

24. The design and construction of all site alterations shall comply with the 2019 California Building Code, 2019 Plumbing Code, 2019 Electrical Code, 2019 California Mechanical Code, 2019 California Fire Code, 2019 California Energy Code, 2019 Title 24 California Energy Efficiency Standards, 2019 California Green Building Standards Code and City of Ukiah Ordinances and Amendments.

UKIAH VALLEY FIRE AUTHORITY

25. The designs and construction of all site alterations shall comply with the 2019 California Building Code, 2019 Plumbing Code, 2019 Electrical Code, 2019 California Mechanical Code, 2019 California Fire Code, 2019 California Energy Code, 2019 Title 24 California Energy Efficiency Standards, 2019 California Green Building Standards Code and City of Ukiah Ordinances and Amendments for this project

UKIAH POLICE DEPARTMENT

26. No person shall possess, consume, or store any alcoholic beverage on the project site.

27. No juvenile or person under the age of 21 shall be on the project site or operate a cannabis business in any capacity, including, but not limited to, as a manager, staff, employee, contractor, or volunteer.

28. A copy of all applicable state and local licenses or permits shall be submitted to the City prior to issuance of permit and prior to operation. All applicable state and local licenses or permits be displayed in the lobby or waiting area of the main entrance to the project site.

29. 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.

30. The business permittee shall immediately report to the City Police Department all criminal activity occurring on the business site.

31. The business permittee shall only process or distribute cannabis in a fully enclosed building and not allow cannabis or cannabis products on the project site to be visible from the public right of way, the unsecured areas surrounding the buildings on the site, or the site's main entrance and lobby.

32. A final Security Plan shall be submitted to the Police Department for approval.

33. A professionally and centrally-monitored fire, robbery, and burglar alarm systems must be installed and maintained in good working condition. The alarm system must include an employee for the cannabis business that is required to respond to every alarm.

34. Applicant to install a "Knox Box" for police access to the exterior areas of the property after hours.

35. Keep loading dock doors locked and secure at all times.

36. Keep exterior doors locked and secure at all times.

37. Install audible security alarm and monitoring.

38. Business equipped with a UL compliant security system including:

    - Video Assessment and Surveillance System (VASS)
    - Intrusion Detection System with private security response
    - Emergency (panic) Alarm

39. 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 dispensary shall provide the Chief of Police with a useable digital copy of the security video upon request or at the earliest convenience Duration of Use: Security system shall be equipped with at least 24 hours of continued operation time in case of power failure.

40. Signage shall be posted stating location is under active video surveillance monitoring and alarm/monitoring.

41. Exterior lighting shall be shielded or otherwise designed to avoid spill-over illumination to adjacent streets and properties.

42. Broken or damaged exterior lighting shall be repaired or replaced within 48 hours of being noted.

43. All building exterior lighting and parking lot lighting should be functioning and kept in good repair.

44. Report any graffiti to UPD. After reporting, clean-up/paint over as soon as possible. Spray on graffiti remover can be purchased at hardware supply stores.

45. Keep property free of debris/garbage and all fencing repaired.

46. Regular inspection of exterior building by Staff to limit unauthorized usage of property and ensure the property is kept free of trash and debris.

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

City of Ukiah

Planning Permit Application

PROJECT NAME: Yokayo Processing, LLC			
PROJECT ADDRESS/CROSS STREETS: 170 Brush Street / Mazzoni St			AP NUMBER(S): 002 040 32
APPLICANT/AUTHORIZED AGENT: Joshua Keats	PHONE NO: 707-841-6023	FAX NO:	E-MAIL ADDRESS: joshua@henrysoriginal.com
APPLICANT/AUTHORIZED AGENT ADDRESS: 481 Aaron St. Unit A	CITY: Cotati		STATE/ZIP: CA 94931
PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT: Michael Montanos	PHONE NO: 650-868-8485	FAX NO:	E-MAIL ADDRESS: msma@mfct.com
PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT 3976 Petaluma Hill Rd	CITY: Santa Rosa		STATE/ZIP: CA 95404

HAS YOUR PROJECT RECEIVED A PRELIMINARY REVIEW? ☐ YES ☒ NO

☐ AIRPORT LAND USE COMM. DETERMINATION REFERRAL 100.0800.611.003	$	☐ REZONING – PLANNED DISTRICT 100.0800.611.001	$	☐ 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	$ 900
☐ 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	$

COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO.	$	MAJOR PERMIT DEPOSIT:	$	FILING DATE:	04/20/21
COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO.	$	MINOR PERMIT FEE:	$ $900	TOTAL AMOUNT PAID: $	$900
COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.	$	TOTAL FEE:	$	RECEIPT NUMBER:	

APPLICATION NUMBER(S): 21-6195

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

Project Description

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

Environmental Review and Reports

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

Use Information

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

Description of Building & Site

Parcel Size: .86 acres	Building Size: 24,900 sq ft		Number of Floors: 2
Use of Building (check all that apply)	**Description**	**Square Footage**	**Number of Units/Suites**
☐ Office (business/professional)			
☐ Office (medical/dental)			
☐ Retail			
☐ Light Industrial			
☐ Residential			
☒ Other:	Processing + distribution center	24,900 sqft	2

Operating Characteristics

Days and Hours of Operation: 24 hrs a day, 7 days a week			
Number of Shifts: 3	**Days and Hours of Shifts:** M-Sunday | 6:30-2:30p | 2:30-10:30p | 10:30-6:30a		
Number of Employees/Shift: 30			
Loading Facilities: ☒ Yes ☐ No	**Type/Vehicle Size:** Promaster, Kenworth Big		
Deliveries: ☒ Yes ☐ No	**Type:** Cannabis	**Number** (day/week/month): Various	**Time(s) of Day:** Various
Outdoor areas associated with use? (check all that apply) ☒ Yes ☐ No	**Sales area:** ☐ Yes ☒ No Square Footage:	**Unloading of deliveries:** ☒ Yes ☐ No Square Footage: 400	**Storage:** ☐ Yes ☒ No Square Footage:
Noise Generating Use? ☐ Yes ☒ No		**Description:**	

To Be Completed by Staff

General Plan Designation: "I"	**Zoning District:** "M"	**Airport Land Use Designation:** N/A
City's Architectural & Historic Inventory: ☐ YES ☒ NO	**Age of Building:** N/A	**Demolition Policy:** N/A
Hillside: ☐ YES ☒ NO	**Flood Designation FIRM Map:** N/A	**Flood Designation Floodway Map:** N/A

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

DocuSign Envelope ID: 79C18BF2-CD4D-4387-9288-EE58708F421E

I, Michael Mountanos, owner authorize Joshua Keats 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).

DocuSigned by:
Michael S. Mountanos
617B09CDFE4E438...

4/13/2021

PROPERTY OWNER SIGNATURE **DATE**

I, Joshua Keats, 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.

DocuSigned by:
Joshua Keats
BB13BD8A753A41F...

4/13/2021

☐ **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 n 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.

Joshua Keats

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

DocuSigned by:
Joshua Keats
BB13BD8A753A41F...

4/13/2021

☐ **PROPERTY OWNER** / ☒ **AUTHORIZED AGENT** **DATE**
(SIGNATURE)

Revised 08/19/2019

PREVIOUS ADDRESSES

Please note the following business addresses for the past five years:

44650 Hwy 101, Laytonville, CA 95454

45020 Hwy 101, Laytonville, CA 95454

245 Kentucky Street, Petaluma, CA 94954

EMPLOYMENT HISTORY

Joshua Keats and Michael Warm are co-owners of Heritage Holding of California, d.b.a. Henry's Original, which was incorporated in December of 2017. Prior to that date, they co-owned Artifact Nursery since 2015.

Please note, each of our locations is associated with a separate LLC company that is wholly owned by Heritage Holding of California, Inc. We created Yokayo Processing, LLC that is associated with the Brush Street location. The project name on the application reads Yokayo Processing.

TAX HISTORY

Heritage Holding of California, Inc as well as Yokayo Processing, LLC has a clean tax history with no city, county or state permits/licenses that were revoked or suspended.

MANAGEMENT INFORMATION

The following employees manage and supervise the business:

1. Michael “Jamie” Warm Co-CEO (Applicant)
2. Joshua Keats, Co-CEO (Applicant)
3. Caitlyn “Cat” Hall, Director of Operations
4. Julie Noia, Director of Compliance
5. Molly Morales, Director of HR

All of the above employees currently work out of our corporate headquarters: 481 Aaron Street, Cotati, CA 94931.

CRIMINAL BACKGROUND

The following employees completed their live scans at the Ukiah Police Department:

Joshua Keats – January 4, 2021

Michael Warm – January 4, 2021

Julie Noia – March 3, 2021

Molly Morales – March 4, 2021

Caitlyn Carmona – March 4, 2021

EMPLOYEE INFORMATION

We plan to open our new facility in June 2021 after receiving our city permits and state licenses. Prior to opening, we will begin hiring employees and expect to onboard 30 people per shift. An employee database will be kept that will include name, date of hire and position title. We can share that list with the City of Ukiah within one month of opening.

PLAN OF OPERATIONS

1. Operations Overview

a) Our cannabis operation will include curing, processing, grading, rolling of prerolls, packaging of bulk flower and warehousing of bulk flower. We plan to distribute cannabis to licensed distributors and dispensaries as well, following all applicable regulations set forth by the Bureau of Cannabis Control (BCC), California Department of Farming and Agriculture (CDFA for our processing license) as well as complying with the City of Ukiah.

b) State and local regulations have strict policies in place, and we take pride in meeting those regulations in our inventory procedures, employee onboarding, safety and security plans, packaging and labeling guidelines, quality assurance, record keeping, storage and transportation of cannabis. Examples of our policies procedures are outlined throughout our proposal for detailed review.

2. Hours of Operation and Shift Information
   a) We will be running 24 hours a day, 7 days a week.

   b) Shifts will be split into three 8 hour shifts per day with 30 people per shift.

3. Storage and Tracking of Inventory/Product Safeguarding
   a) We will use an internal sku system to monitor inventory. This system provides details of each sku we carry, how much is available in every sku, what is scheduled to arrive, as well as documenting what is in place for processing and production.

   b) We will also be using state approved METRC system that will document packaging, transfer and transportation, disposals, name and type of cannabis, unique identifiers and all amounts of cannabis by weight. This system will generate the proper manifests for shipments, transfers and disposals.

   c) All cannabis will be stored on site with proper security measures in affect. A chain link cage will be built that will act as a vault for our high grade cannabis and quarantine area.

   d) To prevent diversion and ensure product safeguarding, security cameras will be in place throughout all areas of the building (see safety and security plan for details). There will also be a security guard on site that monitors video surveillance. Manifests will be cross checked on a regular basis to ensure cannabis is accounted for at all times.

4. Project Supply Chain
    a) Our cannabis is 100% grown in Mendocino County. We cultivate 50% of our own flower on our seven licensed farms, and we purchase the other 50% from licensed Mendocino County farmers.

    b) Our flower will be tested with two or more licensed testing labs, primarily Bel Costa (license# C8-0000008-LIC) and Encore (license# C8-0000086-LIC).

    c) We self-distribute our cannabis and use a licensed distributor, NABIS (license# C11-0000150-LIC).

5. Quality Assurance
    a) Our flower is grown at company farms where all inputs and cultivation practices ensure a high quality, safe product.

    b) When we buy contract flower from a licensed farm, we cross reference the weight to ensure it fits to the manifest as well as proceed with quality control to confirm it pairs up to what was agreed for purchase under contract.

    c) We will have multiple teams on site with team leads that will oversee quality review during all facets of production (processing, curing, grading, rolling and final packaging).

    d) Unused stems and leaves will be properly disposed of in accordance with regulations.

6. Record Keeping and Chain of Custody
    a) Record keeping begins during cultivation when our plants are tagged with UID numbers in accordance with METRC.

    b) Company owned flower and contract flower is recorded via manifest once received at the processing center.

    c) Inventory is recorded and tracked through our internal inventory system.

    d) All manifests are transmitted to the BCC and CDFA.

7. Noise Control Measures:

a) There will be very little noise emanating from the building, as our doors will always remain closed except when we are shipping and receiving goods.

b) The building will be fully insulated to ensure any machinery noise will not escape the building.

8. Odor Control Measures:
   a) Temperature and humidity will be controlled to keep odor at bay.

   b) The building will be air conditioned with humidifiers available on site when they are needed.

   c) Squirrel basket fans with activated carbon filters will be in place throughout the premises to attract and trap cannabis particles and aromas.

9. Permits and Licenses
   a) All permits and licenses for our Ukiah facility will be displayed towards the entrance in a conspicuous area so they may be easily seen by all persons entering the premises.

   b) See below table for a list of active permits and licenses in association with our business:

Permit/License No.	License Type	Governing Entity	Status
126411	Business	Mendocino County	Active
126264	Business	Mendocino County	Active
AG_2017-0174	Cultivation	Mendocino County	Active
AG_2017-0180	Cultivation	Mendocino County	Active
AG_2017-0365	Nursery	Mendocino County	Active
AG_2017-0627	Cultivation	Mendocino County	Active
AG_2017-0172	Cultivation	Mendocino County	Active
AG_2018-0273	Cultivation	Mendocino County	Active
AG_2018-0274	Cultivation	Mendocino County	Active
AG_2018-0275	Cultivation	Mendocino County	Active
3306	Distribution	Mendocino County	Active
3315	Processing	Mendocino County	Active
CCL18-0002948	Cultivation	CDFA	Active
CCL18-0000175	Cultivation	CDFA	Active
CCL18-0000168	Cultivation	CDFA	Active
CCL18-0000966	Nursery	CDFA	Active
CCL18-0000209	Cultivation	CDFA	Active
CCL19-0000691	Cultivation	CDFA	Active
CCL19-0001236	Cultivation	CDFA	Active
C11-0000891-LIC	Distribution	BCC	Active

C11-0000983-LIC	Distribution	BCC	Active
CCL19-0004576	Processor	CDFA	Active
CCL19-0005020	Processor	CDFA	Active
CCL19-0005020	Processor	CDFA	Active

WRITTEN PROJECT DESCRIPTION

Our intent is to open a Processing and Distribution Center with 30 workers employed per shift where curing, processing, grading, rolling of prerolls, packaging of bulk flower and warehousing of bulk flower will take place.

We will be applying for a Distribution license with the BCC and a Processor license with the CDFA upon receiving our City permits.

We plan on making the following tenant improvements to the building:

1. HVAC and dehumidifier installation throughout
2. Glass door to the right of delivery rolltop doors will be sealed
3. Add ADA bathrooms
4. Any inside areas with missing corrugated walls will be replaced with corrugated metal sheeting.
5. Add insulation

Landscaping, signage and other exterior modifications will not be conducted. Please note there is a separate site plan for our parking layout.

WRITTEN RESPONSE TO LOCAL AND STATE STANDARDS

1. Criminal History Regulation:

   Any applicant, his or her agent or employees, volunteer workers, or any person exercising managerial authority of a cannabis-related business on behalf of the applicant shall not have been convicted of any of the felony offenses enumerated in Business and Professions Code section 26057(b)(4), or of a felony or misdemeanor involving moral turpitude, or on probation for a drug offense, or engaged in misconduct related to the qualifications, functions or duties of a permittee. 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. In addition, notwithstanding the above, a prior conviction, where the sentence, including any term of probation, incarceration, or supervised release, is completed, for possession of, possession for sale, sale, manufacture, transportation, or cultivation of cannabis or cannabinoid preparations, is not considered related to the qualifications, functions, or duties of a permittee, and shall not be the sole ground for denial of an application.

   Company Statement:
   All employees will receive a background check prior to being hired that will ensure there are no felony convictions or any drug related offenses on record, unless formal expungement has occurred.

2. Minors:
   It is unlawful for any permittee, operator, or other person in charge of any cannabis-related business to employ any person who is not at least twenty-one (21) years of age. The burden of proof is on the cannabis-related business personnel to establish compliance with this subsection B2 of this section by clear and convincing evidence.

   Company Statement:
   No employees will be hired that are under the age of 21. I9's will be completed and verified by Human Resources to ensure all employees are least twenty-one years of age by reviewing either a valid passport or two forms of ID, one of those being a photo ID.

3. Inventory Tracking:
   Cannabis-related businesses shall at all times operate in a manner to prevent diversion of cannabis and shall promptly comply with any track and trace program established by the State.

Company Statement:
We are enrolled in METRC, the State mandated inventory track and trace system and have been enrolled since receiving our State licenses for our other locations. Upon receiving our Distribution and Processor licenses, we will immediately enroll them in our current METRC system to remain compliant.

4. Multiple Permits per Site:
Multiple cannabis-related businesses proposed on any one site or parcel shall be granted permit approval only if all of the proposed cannabis businesses and their co-location are authorized by both City and State law. Operators of cannabis-related businesses issued use permits for multiple business types or State license types at the same physical address shall maintain clear separation between license types unless otherwise authorized by this code and State law.

   Company Statement:
   Please see our Plan of Operations for a full list of active permits and licenses. We are in good standing with all City, County and State agencies.

5. Operating Plans
An operating plan for a cannabis-related business must contain the following unless not applicable:

   a. *Storage: A cannabis-related business shall have suitable locked storage on premises, identified and approved as a part of the security plan, for after-hours storage of cannabis and cannabis products.*

      Company Statement:
      The entire building will act as a storage facility, as it remains securely locked and is also gated with no outside community access.

   b. *Odors Control: The cannabis-related business shall have an air treatment system that prevents odors generated from any storage and cultivation of cannabis on the business property from being detected by any reasonable person of normal sensitivity outside the cannabis-related business premises. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.*

      Company Statement:
      HVAC and dehumidifiers will be installed, and squirrel basket fans with filters will be in place throughout the building to control odor.

c. *Security Plans: A cannabis-related business shall provide adequate security on the premises, as approved by the Chief of Police, including lighting and a premises and panic alarm system monitored by a licensed operator, to ensure the safety of persons and to protect the premises from theft.*

Company Statement:
A final security assessment will be conducted by the Chief of Police to confirm all procedures called out in our Security Plan have been implemented. Interior and Exterior lighting meet City requirements, and an alarm system complete with panic buttons and off-hours remote monitoring will be installed prior to opening our facility.

d. *Security Cameras: Security surveillance cameras shall be installed to monitor the main entrance and exterior of the premises to discourage loitering, crime, illegal or nuisance activities. The security surveillance system shall comply with current State standards for digital video surveillance systems to be installed on the premises of licensed cannabis businesses, currently codified in the California Code of Regulations, Title 16, Section 5044, and as may be amended.*

Company Statement:
Security cameras will be installed on the interior and exterior of the building that will record 24 hours per day, 7 days a week at a minimum of 15 frames per second and minimum camera resolution of 1280 x 720 pixels in accordance with State regulations.

e. Security Video Retention: Security video shall be maintained for ninety (90) days. In the event of a crime on site or anywhere within range of the cannabis-related business's security cameras, the cannabis-related business shall provide the Chief of Police or his or her designee with a useable digital copy of the security video upon request or at the earliest convenience.

Company Statement:
Our NVR recorder will have 90 days of storage in accordance with City and State regulations and will be made available to any Municipality upon request.

f. *Alarm System: Professionally monitored premises and panic alarm system shall be installed and maintained in good working condition.*

Company Statement:
Alarm system with panic buttons will be professionally installed and monitored on a daily basis. See our Security Plan for further details.

g. *Emergency Access: Security measures shall be designed to ensure emergency access in compliance the California Fire Code and Ukiah Valley Fire Authority standards.*

Company Statement:
UPD and UFD will have codes to the gate to fulfill emergency access requirements.

h. *Emergency Contact: A cannabis-related business shall provide the Chief of Police with the name, email address, phone number and facsimile number of an on-site community relations staff person to whom one can provide notice if there are operating problems associated with the business. The business shall make every good faith effort to encourage neighborhood residents to call this person to try to solve operating problems, if any, before any calls or complaints are made to the City.*

Company Statement:
Please see our Security Plan for emergency contact information (Joshua Keats, 707-841-6023).

6. Signage and Notices
Address identification shall comply with with illuminated address signs requirements. Business identification signage shall be limited to that needed for identification only, consisting of a single window sign or wall sign that shall comply with section 3227 of this code and any other City Code provisions regulating signage.

Company Statement:
The building will have 120 Brush Street posted at the gate. To ensure anonymity and keep us protected during these unpredictable times, we will refrain from adding a sign that calls out our brand name. Instead, we will add a wall sign with our address and corporate name.

7. Employee Records
Each owner or operator of a cannabis-related business shall maintain a current register of the names of all volunteers and employees currently working at or employed by the cannabis-related business, and shall disclose such registration for inspection by any City officer or official for purposes of determining compliance with the requirements of this article.

Company Statement:
We will create and maintain an employee database that includes name, position and date of hire. This list can be made available to a City official upon request.

8. Compliance with Other Requirements
   The operator shall comply with all applicable provisions of local, State or Federal laws, regulations or orders, as well as any condition imposed on any permits issued pursuant to applicable laws, regulations or orders.

   Company Statement:
   Our business operations at all locations follow City, County and State regulations. We remain in good standing as all of our permits and licenses are active and have not been revoked. Please see our detailed Plan of Operations and Security Plan for concise procedures.

9. Confidentiality
   The information provided for purposes of this section shall be maintained by the City as confidential information, and shall not be disclosed as public records unless pursuant to subpoena issued by a court of competent jurisdiction or otherwise compelled by court order or the California Public Records Act.

   Company Statement:
   We will not disclose any information to the public.

10. Display of Permit
    Every cannabis-related business shall display at all times during business hours the use permit issued pursuant to the provisions of this chapter for such business in a conspicuous place so that the same may be readily seen by all persons entering the business.

    Company Statement:
    Permits and Licenses will be displayed inside the building near the entrance.

11. Inspections
    During normal business hours, cannabis-related businesses permitted under this chapter shall provide access for administrative inspections by City officials or officers or consultants hired by the City to verify compliance with this article. Any cannabis-related business's refusal to comply with this section shall be deemed a violation of this article.

    Company Statement:
    Inspections by City officials and/or affiliates are welcome with twenty-four (24) hours' notice.

12. Notification of Theft, Loss, and Criminal Activity
Cannabis-related businesses shall comply with the California Code of Regulations, Title 16, Section 5036, or as may be amended, by notifying the applicable State authorities and the Ukiah Police Department within twenty-four (24) hours of discovery of any of the following situations:

    a. *A significant discrepancy in the business's inventory.*
    b. *The operator becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity pertaining to the operations of the business.*
    c. *The operator becomes aware of or has reason to suspect diversion, theft, loss or any other criminal activity by an agent or employee of the business pertaining to the operations of the business.*
    d. *The operator becomes aware of or has reason to suspect the loss or unauthorized alteration of records related to cannabis goods, customers or clients, or the business's employees or agents.*

The notification shall be in writing and include the date and time of occurrence of the theft, loss or criminal activity and a description of the incident including, where applicable, the item(s) that were taken or lost.

Company Statement:
If we encounter any theft, loss or criminal activity, we will notify UPD within twenty-four (24) hours of discovery and include full details of the occurrence. We will comply with any request made to provide evidence, documentation, records, and surveillance footage. Please see our Security Plan for full details.

SECURITY PLAN

1. Employees and Visitors
   a) All employees hired will be twenty-one years of age or older.

   b) A database of all employees and volunteers will be created and maintained on a regular basis. This database will be made readily available to any city official upon request.

   c) All employees and volunteers will be required to wear a badge on the premises. The badge will include a photo of their face, employee's first name along with their employee number. All state licenses will be included on the backside of the badge.

   d) All visitors will be required to sign in on the visitors log to ensure accurate records are kept for non-employees.

2. Security Cameras
   a) Motion sensor security cameras will be installed throughout the premises with a minimum camera resolution of 1280 x 720 pixels.

   b) Each camera will be permanently mounted in a fixed location that will record activity within 20 ft of all points of entry and exit on the premises. Additionally, they will be positioned away from lighting hoods, beams, fixtures or other equipment to provide a clear, unobstructed view of all recorded movements. The cameras will allow for clear, facial feature identification of any person and related activity in all required areas of the operation.

   c) The following areas will be recorded:
      - Areas where cannabis is stored, processed, quarantined for testing, weighed, labeled, packed, loaded and unloaded for transportation, prepared and moved on the premises.
      - Security rooms.
      - Area that will store the surveillance device with at least one camera recording the access points to the surveillance storage area.
      - Entrances and exits from both indoor and outdoor vantage points.
      - Area where the safe and records are held.
      - Perimeter windows.
      - Limited access areas.

   d) Cameras will record 24 hours per day, 7 days a week at a minimum of 15 frames per second.

e) Surveillance recordings will be kept for a minimum of 90 calendar days and will be made available to city or state governing agencies upon request. All video recordings will be provided in a standard industry format that can be easily accessed for viewing.

f) The video surveillance system will have a failure notification device that will provide us with immediate notification of any interruption or failure of the system and will remain fully operational during a power outage.

3. Locks, Alarms and Security Measures

a) All limited access areas, entrances and exits will be locked by keypad entries.

b) An alarm system and motion sensor lighting will be professionally installed and monitored that meets requirements in accordance with Business and Professions Code 7590.1. Panic buttons will also be installed around cannabis quarantine area, shipping and receiving areas and main entrance. The panic buttons will be synced with our security company, and UPD will be dispatched should any panic buttons be pulled.

c) The alarm system will be equipped with a failure notification device that will provide us with immediate notification of any interruption or failure of the system and will remain fully operational during a power outage.

d) A security guard will be on site during all hours of operation.

e) Loitering is prohibited. Employees and any persons engaging in activities specifically related to our cannabis operations are allowed on site during normal business hours.

f) Ukiah PD will be notified in writing within twenty-four hours upon discovery of any of the following scenarios:
- Significant discrepancy of inventory (three percent of our average monthly sales per BCC regulations §5034(a)).
- Suspected and/or confirmed diversion, theft, loss or any criminal activity involving our operations or any employee, volunteer or third party.
- Suspected and/or confirmed loss or unauthorized alteration of records related to cannabis goods.
- Any other security breaches.

g) Julie Noia, Director of Compliance, will be available to meet with the Chief of Police and any of his designees regarding security measures and operational questions. She can be reached at 707-695-4203 or via email, julie@heritagecal.com.

h) Joshua Keats, co-CEO, is the company's emergency contact and can be reached at 707-841-6023 or via email at joshua@henrysoriginal.com.

4. Records
   a) All surveillance equipment, records and recordings will be stored in a secured, limited access area that is accessible to management staff and the Security Liaison. A list of employees who have access to the surveillance and alarm system will be created and maintained on site in the record storage area.

5. Security Companies
   a) We plan to contract with Stealth Monitoring. They will provide off-hours monitoring services until we are open 24 hours a day, 7 days a week.

   b) We plan to contract with Advanced Security Systems for our burglar alarm.

   c) Armorous Security Services will provide our security guards. Their office is based in Santa Rosa, California but they also service Mendocino County.

   d) Should our plans change, we will notify UPD so their records will be updated.

6. Security Assessment and Inspections
   a) Our cannabis operation is available for inspection during regular business hours with at least twenty-four-hour notice.

   b) Prior to opening the facility, we welcome the Chief of Police to conduct a security assessment.

7. Emergency Access and Preventative Measures
   a) There will be no skylights in the facility to prevent access from the rooftop.

   b) Exits and pathways will remain clear at all times with emergency exits clearly established.

   c) Fire extinguishers will be on site in all necessary areas in accordance with OSHA.

   d) First aid kits will always be stocked and available to our employees.

   e) Fire drills will occur on a quarterly basis.

ACCESSIBILITY EVALUATION

A motorized gate surrounds the building to prevent non-employee access, as we are not a dispensary that is open to the public. The gate will be closed at all times except during shift changes and/or when management needs to access the building.

Keypad entries will be installed for doors that access the building except for the rolltop doors. Select employees will receive key FOBs to allow access to the building during shift changes.

We do not plan to make any accessibility improvements.

LIGHTING PLAN

Adequate fluorescent lighting that is compliant with City lighting standards is currently installed throughout the building. Exterior lights on the building and parking area are installed that meet security standards and keep employees safe as well. We do not plan on making any changes to interior or exterior lighting.

GENERAL NOTES

REGULATORY AGENCIES

1. ALL WORK SHALL CONFORM TO THE MOST CURRENT APPLICABLE CALIFORNIA CODE OF REGULATIONS (TITLE 24) PART 51-12, INCLUDING BUT NOT LIMITED TO: CALIFORNIA ADMINISTRATIVE CODE, 2019 CALIFORNIA BUILDING CODE, 2019 CALIFORNIA RESIDENTIAL CODE, 2019 CALIFORNIA ELECTRICAL CODE, 2019 CALIFORNIA MECHANICAL CODE, 2019 CALIFORNIA PLUMBING CODE, 2019 CALIFORNIA ENERGY CODE, 2019 CALIFORNIA HISTORICAL BUILDING CODE, 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE, & 2019 CALIFORNIA REFERENCED STANDARDS CODE.
2. SEPARATE DRAWINGS, CALCULATIONS AND SUBMITTAL MATERIALS SHALL BE PROVIDED FOR REVIEW AND APPROVAL OF SIGNAGE.
3. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR, AS HOLDER OF PERMITS TO NOTIFY THE BUILDING OFFICIAL WHEN WORK IS READY FOR INSPECTION. INSPECTION REQUESTS SHALL BE IN ACCORDANCE WITH REGULATORY AGENCIES' REQUIREMENTS. INSPECTORS SHALL HAVE COMPLETE ACCESS TO ALL WORK.
4. A RECORD OF INSPECTIONS SHALL BE MAINTAINED ON THE JOB SITE IN ACCORDANCE WITH REGULATORY AGENCY REQUIREMENTS.
5. APPROVED PLANS SHALL BE KEPT IN A PLAN BOX AND SHALL NOT BE USED BY ANY WORKMEN. ALL CONSTRUCTION SETS SHALL REFLECT THE SAME INFORMATION. THE CONTRACTOR SHALL ALSO MAINTAIN IN GOOD CONDITION, ONE COMPLETE SET OF PLANS WITH ALL REVISIONS, ADDENDA, AND CHANGE ORDERS, ON THE PREMISES AT ALL TIMES WHICH ARE TO BE UNDER THE CARE OF THE JOB SUPERINTENDENT. A REPRODUCIBLE AS-BUILT SET SHALL BE PROVIDED TO THE OWNER WHEN COMPLETE.

PREPARATION FOR CONSTRUCTION

1. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO COMPLETELY FAMILIARIZE HIMSELF/HERSELF WITH THESE DRAWINGS AND THE SITE CONDITIONS, AND TO VERIFY ALL DETAILS WITH THE OWNER PRIOR TO THE START OF CONSTRUCTION.
2. DO NOT SCALE DRAWINGS.
3. DIMENSIONS ARE TO FACE LINE OF STUD (F.O.S.) UNLESS OTHERWISE NOTED. WHERE REQUIRED, MINIMUM CLEAR DIMENSIONS HAVE BEEN NOTED. SEE COVER SHEET FOR GRAPHIC EXPLANATION.
4. ANY DISCREPANCY OR ERROR IN DRAWINGS SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT AND OWNER PRIOR TO THE COMMENCEMENT OF WORK.
5. THE DRAWINGS DO NOT ILLUSTRATE EVERY CONDITION. THE DRAWINGS INDICATE LOCATIONS, DIMENSIONS, AND TYPICAL DETAILS OF CONSTRUCTION. WORK NOT EXPRESSLY DETAILED SHALL BE OF CONSTRUCTION SIMILAR TO PARTS THAT ARE DETAILED.
6. THE CONTRACT DRAWINGS AND SPECIFICATIONS REPRESENT THE FINISHED STRUCTURE. UNLESS OTHERWISE SHOWN, THEY DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE GENERAL CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND HE/SHE SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES. OBSERVATION VISITS TO THE SITE BY FIELD REPRESENTATIVES OF THE ARCHITECT AND HIS CONSULTANTS DO NOT INCLUDE INSPECTION OF THE PROTECTIVE MEASURES OR THE PROCEDURES FOR SUCH METHODS OF CONSTRUCTION. ANY SUPPORT SERVICES PROVIDED BY THE ARCHITECT AND HIS CONSULTANTS DURING CONSTRUCTION SHALL BE DISTINGUISHED FROM CONTINUOUS AND DETAILED INSPECTION SERVICES WHICH ARE FURNISHED BY OTHERS. THESE SUPPORT SERVICES, WHICH ARE FURNISHED BY THE ARCHITECT AND HIS CONSULTANTS, WHETHER OF MATERIAL OR WORK AND WHETHER PERFORMED PRIOR TO, DURING, OR AFTER COMPLETION OF CONSTRUCTION, ARE PERFORMED SOLELY FOR THE PURPOSE OF ASSISTING IN QUALITY CONTROL AND IN ACHIEVING CONFORMANCE WITH CONTRACT DRAWINGS AND SPECIFICATIONS, BUT THEY DO NOT GUARANTEE CONTRACTOR'S PERFORMANCE AND SHALL NOT BE CONSTRUED AS SUPERVISION OF CONSTRUCTION.
7. THE ARCHITECT AND OWNER WILL NOT BE RESPONSIBLE FOR AMBIGUITIES AND OMISSIONS NOT BROUGHT TO THEIR ATTENTION.
8. BY SUBMITTING A BID, THE BIDDER AGREES AND WARRANTS THAT HE/SHE HAS EXAMINED THE DRAWINGS AND FOUND THAT THEY ARE ADEQUATE FOR COMPLETION OF THE PROJECT.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING FIELD MEASUREMENTS BEFORE ORDERING MATERIALS AND PREFABRICATED ITEMS. ANY NECESSARY ADJUSTMENTS BETWEEN FIELD MEASUREMENTS AND DRAWINGS SHALL BE MADE IN ACCORDANCE WITH THE DECISION OF THE ARCHITECT AND/OR OWNER.
10. CONTRACTOR'S SCOPE OF WORK: ALL LABOR, MATERIALS, FABRICATION, EQUIPMENT, APPLIANCES, APPURTENANCES, TRANSPORTATION AND SERVICES REQUIRED FOR CONSTRUCTION, ERECTION, AND INSTALLATION OF ALL OF THE VARIOUS WORK INDICATED ON THE DRAWINGS AND/OR SPECIFIED UNDER EACH OF THE SPECIFICATION SECTIONS; ANY SITE DEMOLITION AND REMOVAL OF ANY MATERIAL, RUBBISH, OR DEBRIS ABOVE OR BELOW GRADE; ALL EARTHWORK AND FOUNDATION WORK.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING THE WORK IN ACCORDANCE WITH THE PROPERTY LINES AND ELEVATIONS PER THE SURVEY DRAWING AND GRADING/DRAINAGE PLAN.
12. CONTRACTOR TO COORDINATE ALL PLUMBING, GAS, ELECTRICAL, SPRINKLER, AND HVAC SYSTEMS FOR COMPATIBILITY WITH THE PROPOSED DESIGN PRIOR TO COMMENCEMENT OF CONSTRUCTION.
13. CONTRACTOR TO VERIFY ALL ELECTRICAL, PLUMBING, AND HVAC REQUIREMENTS FOR EXISTING OR SPECIFIED EQUIPMENT PRIOR TO CONSTRUCTION. ADDITIONALLY, CONTRACTOR SHALL CONFIRM EQUIPMENT LIST WITH THE ARCHITECT BEFORE COMMENCEMENT OF WORK.
14. RUFF + ASSOCIATES, INC. SHALL HAVE NO RESPONSIBILITY FOR THE DISCOVERY, HANDLING, PRESENCE, DISPOSAL, REMOVAL OF, OR EXPOSURE OF PERSONS TO HAZARDOUS MATERIALS IN ANY FORM AT THE PROJECT SITE, INCLUDING BUT NOT LIMITED TO ASBESTOS, ASBESTOS PRODUCTS, POLYCHLORINATED BIPHENYL (PCB), OR OTHER TOXIC SUBSTANCES. SUCH WORK, IF REQUIRED, SHALL BE COMPLETED UNDER SEPARATE CONTRACT.

DRAWING INDEX

ARCHITECTURAL

T1.1	PROJECT TITLE SHEET
A1	SITE PLAN
A2.0	MAIN BUILDING LOWER FLOOR PLAN
A2.1	MAIN BUILDING UPPER FLOOR PLAN
A2.2	CORNER BUILDING FLOOR PLAN / ELEVATIONS
A3.0	MAIN BUILDING ELEVATIONS

GENERAL NOTES

QUALITY AND JOB MANAGEMENT

1. THE CONTRACTOR SHALL CONSULT THE INTERIOR FINISH SCHEDULE FOR ALL INTERIOR MATERIALS COORDINATION, CABINETS, ETC.
2. ALL ITEMS OF MILLWORK SHALL BE CAREFULLY ERECTED WITH TIGHT-FITTING JOINTS, CAREFULLY CUT AND SECURED. EXPOSED NAILS OR SCREWS SHALL BE SET IN PUTTY. BACK PRIME ALL MILLWORK BEFORE INSTALLATION AND PROTECT AGAINST DAMPNESS. MOLDS AND FACES SHALL BE CLEAN CUT AND TRUE PATTERN. ALL WORK SHALL BE THOROUGHLY CLEANED AND SANDED TO RECEIVE THE FINISH. SHARP CORNERS OF SMALL MEMBERS OF FINISH WOODWORK SHALL BE SLIGHTLY ROUNDED.
3. ALL FRAMING SHALL BE INSTALLED CLOSELY FITTED, ACCURATELY SET IN PLACE TO THE REQUIRED LINES AND LEVELS, AND SHALL BE OF THE DIMENSIONS SHOWN ON DRAWINGS. DO NOT IMPAIR STRUCTURAL MEMBERS BY CUTTING OR DRILLING - CONSULT ARCHITECT.
4. ALL PROPRIETARY PRODUCTS NOTED ON THE DRAWINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND HAVE PRIOR APPROVAL FROM THE LOCAL GOVERNING AGENCIES.
5. THE ARCHITECT AND THE ENGINEER WILL MAKE PERIODIC VISITS TO THE JOB SITE TO OBSERVE THE PROGRESS OF THE WORK. THE ARCHITECT AND ENGINEER SHALL NOT HAVE CONTROL OR CHARGE OF, AND SHALL NOT BE RESPONSIBLE FOR, CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES, FOR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK, FOR ACTS OR OMISSIONS OF THE CONTRACTOR, SUBCONTRACTORS OR ANY PERSONS PERFORMING ANY OF THE WORK OR FOR FAILURE OF ANY OF THOSE PARTIES TO CARRY OUT THE WORK IN CONFORMANCE WITH CONTRACT DOCUMENTS.
6. CUTTING & PATCHING: AVOID DAMAGING ADJACENT EXISTING WORK. REPAIR OR REPLACE AT NO COST TO OWNER ANY DAMAGE CAUSED BY CONSTRUCTION.
7. TEMPORARY SHORING: STRUCTURALLY BRACE AND SUPPORT ALL MATERIALS REQUIRING THE SAME FOR THE WORK TO OCCUR SAFELY AND IN COMPLIANCE WITH JURISDICTIONAL REGULATIONS.

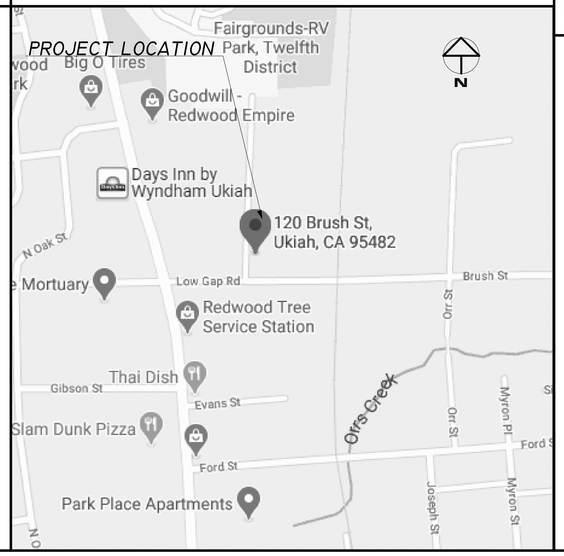
CHANGES TO WORK & SUBMITTALS

1. CHANGES OR MODIFICATIONS TO THE WORK DURING CONSTRUCTION SHALL BE RECORDED WITH THE APPROPRIATE REGULATORY AGENCIES, AND APPROVALS FROM SUCH AGENCIES SHALL BE OBTAINED PRIOR TO MAKING SUCH CHANGES. REGULATORY AGENCIES SHALL BE NOTIFIED BY THE CONTRACTOR OF ALL SUCH CONSTRUCTION CONTRACT CHANGES AFTER PERMITS ARE ISSUED.
2. THE ARCHITECT SHALL BE INFORMED, IN WRITING, OF ALL CHANGES OR SUBSTITUTIONS MADE TO THESE PLANS AND SPECIFICATIONS. THE ARCHITECT SHALL HAVE NO IMPLIED OR ASSUMED RESPONSIBILITY FOR CHANGES IMPLEMENTED WITHOUT THE ARCHITECT'S PRIOR APPROVAL.
3. SHOP DRAWINGS: SHOP DRAWINGS ARE AN AID FOR FIELD PLACEMENT AND ARE SUPERSEDED BY THE ARCHITECTURAL DRAWINGS. IT SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO MAKE CERTAIN THAT ALL CONSTRUCTION IS IN FULL AGREEMENT WITH THE LATEST ARCHITECTURAL DRAWINGS. THE CONTRACTOR SHALL SUPPLY THE ARCHITECT/ENGINEER WITH A MINIMUM OF TWO (2) COPIES OF CHECKED SHOP DRAWINGS BEARING THE CONTRACTOR'S STAMP OF APPROVAL AND SIGNATURE, A MINIMUM OF THREE (3) WEEKS PRIOR TO FABRICATION. THE REVIEW OF SHOP DRAWINGS AND SPECIFICATIONS BY THE ARCHITECT/ENGINEER IS ONLY FOR GENERAL COMPLIANCE WITH THE ARCHITECTURAL AND/OR STRUCTURAL DRAWINGS AND SPECIFICATIONS. THIS REVIEW DOES NOT GUARANTEE IN ANY WAY THAT THE SHOP DRAWINGS ARE CORRECT, COMPLETE, NOR DOES IT INFER THAT THEY SUPERSEDE THE ARCHITECTURAL AND/OR STRUCTURAL DRAWINGS.
4. SUBSTITUTIONS: PROPRIETARY ARTICLES MAY BE SUBSTITUTED IF, IN THE OPINION OF THE ARCHITECT AND OWNER, THE MATERIAL OR ARTICLE IS EQUAL TO THAT SPECIFIED. REQUEST FOR SUBSTITUTIONS SHALL NOT DELAY WORK. CONTRACTOR SHALL COORDINATE ACCEPTED SUBSTITUTIONS WITHOUT ADDITIONAL COST TO OWNER. ALL SUBSTITUTIONS MUST HAVE WRITTEN PERMISSION. COLOR SAMPLES OF ALL MATERIALS THAT AFFECT THE AESTHETICS OF THE DESIGN MUST BE SUBMITTED. WHEN A MANUFACTURED PRODUCT IS NOT SPECIFIED, CONTRACTOR WILL UTILIZE THE HIGHEST QUALITY PRODUCT AVAILABLE ON THE MARKET IN THE MIDDLE PRICE RANGE. CONTRACTOR SHALL ON NO ACCOUNT USE LOWER-END PRODUCTS AT THE BOTTOM PRICE RANGE WHEN BETTER QUALITY PRODUCT IN THE MIDDLE PRICE RANGE EXISTS.
5. ONLY DRAWINGS, SPECIFICATIONS, ADDENDA AND CHANGE ORDERS BEARING APPROVAL OF OWNER SHALL BE USED IN THE EXECUTION OF WORK PERMITTED ON JOB SITE.
6. ADDENDA WILL BE ISSUED DURING BIDDING TO CLARIFY DRAWINGS (AND SPECIFICATIONS) AS REQUIRED. THESE WILL BECOME A PART OF THE CONTRACT - CONSULT ARCHITECT.
7. THERE SHALL BE NO DEVIATIONS WHATSOEVER FROM THE CONTRACT DOCUMENTS WITHOUT THE ARCHITECT'S WRITTEN APPROVAL THEREOF. THE CONTRACTOR AGREES TO DEFEND, INDEMNIFY AND HOLD THE ARCHITECT HARMLESS FROM ANY CLAIMS ARISING AS A RESULT OF UNAPPROVED CHANGES.

COMPLETION

1. ALL WORK SHALL BE CLEAN AND READY FOR USE UPON COMPLETION. EXPOSED AND SEMI-EXPOSED SURFACES BE DUSTED, MOPPED, WASHED, WIPED AND BUFFED AS NECESSARY TO LEAVE WORK IN A NEW, CLEAN, IMMACULATE CONDITION.
2. CONTRACTOR IS RESPONSIBLE FOR PROVIDING OWNER(S) WITH RECORD CONSTRUCTION/AS-BUILT SET OF DRAWINGS AND ALL WARRANTIES FOR PRODUCTS USED AFTER COMPLETION OF PROJECT.

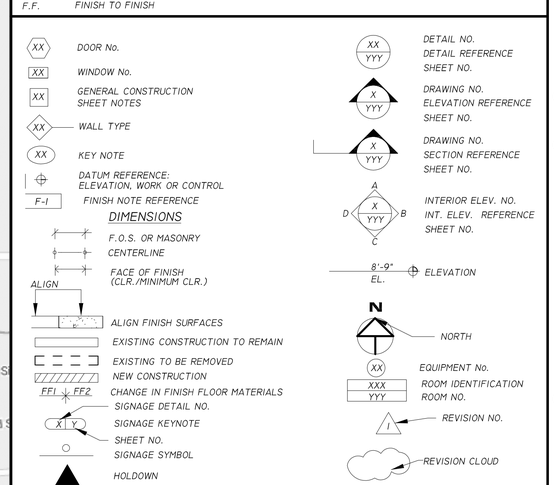
VICINITY MAP



SYMBOLS AND ABBREVIATIONS

ABBREVIATION TERM:

&	AND
L	ANGLE
@	AT
A.B.	ANCHOR BOLTS
ABV.	ABOVE
A.C.	AIR CONDITIONING
A.C.T.	ACOUSTICAL CEILING TILE
ACOUS.	ACOUSTIC
ADJ.	ADJUSTABLE OR ADJACENT
A.F.FL.	ABOVE FINISHED FLOOR
AL.	ALUMINUM
ALT.	ALTERNATE
A.P.	ACCESS PANEL
APPL.	APPLIANCE
APPROX.	APPROXIMATELY
ARCH.	ARCHITECT
BD.	BOARD
BLDG.	BUILDING
BLKG.	BLOCKING
BM.	BEAM
B.N.	BOUNDARY NAILING
BOT.	BOTTOM
C.G.	CORNER GUARD
C.J.	CONTROL JOINT
C.L.	CENTER LINE
CLG.	CEILING
CLO.	CLOSET
CLR.	CLEAR
C.M.U.	CONCRETE MASONRY UNIT
CNTR.	COUNTER
COL.	COLUMN
CONC.	CONCRETE
CONST.	CONSTRUCTION
CONT.	CONTINUOUS
CPT.	CARPET
CTR.	CENTER
CTSK.	COUNTERSINK
DBL.	DOUBLE
DK.F.	DRINKING FOUNTAIN
DIA.	DIAMETER
DIM.	DIMENSION
DISP.	DISPENSER
DIST.	DISTANCE
DN.	DOWN
D.F.	DOUGLAS FIR
DR.	DOOR
DS	DOWNSPOUT
DTL.	DETAIL
DWG.	DRAWING
(E)	EXISTING
EA.	EACH
ELEC.	ELECTRICAL
ELEV.	ELEVATION
EMRGY	EMERGENCY
ENG.	ENGINEERED
E.P.	ELECTRICAL PANELBOARD
EQ.	EQUAL
EQUIP.	EQUIPMENT
EXC.	EXCEPT
EXT.	EXTERIOR
F.B.O.	FURNISHED BY OTHERS
F.D.	FLOOR DRAIN
FDN.	FOUNDATION
F.F.	FINISH TO FINISH
F.FL.	FINISH FLOOR
FIN.	FINISH
FLR.	FLOOR
FLOUR.	FLUORESCENT
F.O.	FACE OF
F.O.F.	FACE OF FINISH
F.O.S.	FACE OF STUD
F.R.P.	FIBERGLASS REINFORCED PANEL
F.S.E.C.	FOOD SERVICE EQUIPMENT CONTRACTOR
FTG.	FOOTING
FT.	FOOT OR FEET
GA.	GAUGE
GALV	GALVANIZED
G.F.R.C.	GLASS FIBER REINFORCED CONCRETE
G.B.	GRAB BAR
G.C.	GENERAL CONTRACTOR
GL.	GLASS
GND.	GROUND
G.S.M.	GALVANIZED SHEET METAL
G.W.B.	GYPSUM WALL BOARD
GYP.	GYPSUM
H.B.	HOSE BIBB
HDWD.	HARDWOOD
HDWR	HARDWARE
HGT.	HEIGHT
HORIZ.	HORIZONTAL
HR.	HOUR, HOURS
INSUL.	INSULATION
INT.	INTERIOR
JAN.	JANITOR
JT.	JOINT
K.E.C.	KITCHEN EQUIPMENT CONTRACTOR
KIT.	KITCHEN
LAV.	LAVATORY
MAX.	MAXIMUM
MECH.	MECHANICAL
MIN.	MINIMUM
MISC.	MISCELLANEOUS
MTD.	MOUNTED
MTL.	METAL
MTRL.	MATERIAL
(N)	NEW
N.I.C.	NOT IN CONTRACT
NO.	NUMBER
NOM.	NOMINAL
N.T.S.	NOT TO SCALE
O/	OVER
O.C.	ON CENTER
O.DR.	OVERFLOW DRAIN
OH.	OVERHEAD
O.S.C.I.	OWNER SUPPLIED, CONTRACTOR INSTALLED
P.B.O.	PROVIDED BY OWNER
PEN	PERIMETER EDGE NAILING
PERP.	PERPENDICULAR
PL.	PLATE
PLAS.	PLASTER
PLYWD.	PLYWOOD
P.L.	PROPERTY LINE
P.LAM.	PLASTIC LAMINATE
P.S.F.	POUNDS PER SQUARE FOOT
P.S.I.	POUNDS PER SQUARE INCH
P.T.	PRESSURE TREATED
PTD.	PAINTED
PTN.	PARTITION
R.	RISER
R.D.	ROOF DRAIN
REF.	REFRIGERATOR
REG.	REGISTER
REQ.	REQUIRED
RM.	ROOM
R.O.	ROUGH OPENING
R.S.	ROUGH SAWN
RWD.	REDWOOD
R.W.L.	RAIN WATER LEADER
SCH.	SCHEDULE
SECT.	SECTION
S.F.	SQUARE FEET
SH.	SHELF
SHR.	SHOWER
SHTG.	SHEATHING
SHT.	SHEET
SIM.	SIMILAR
SPEC.	SPECIFICATION
SQ.	SQUARE
STD.	STANDARD
STL.	STEEL
S.S.	STAINLESS STEEL
S.S.D.	SEE STRUCTURAL DRAWINGS
STOR.	STORAGE
STR.	STRUCTURE
SUSP.	SUSPENDED
S.W.	SHEAR WALL
T	TREAD
T.B.	TOWEL BAR
T.B.D.	TO BE DETERMINED
TEMP.	TEMPERED
T.O.C.	TOP OF CURB
T&G	TONGUE AND GROOVE
THK.	THICK
T.N.	TOE NAIL
T.O.B.	TOP OF BEAM
T.O.CONC.	TOP OF CONCRETE
T.O.P.	TOP OF PAVEMENT
T.O.PL.	TOP OF PLATE
T.O.W.	TOP OF WALL
TYP.	TYPICAL
U.N.O.	UNLESS NOTED OTHERWISE
VERT.	VERTICAL
V.I.F.	VERIFY IN FIELD
WT.	WEIGHT
W/	WITH
W.C.	WATER CLOSET
WD.	WOOD
WDW.	WINDOW
W.H.	WATER HEATER
W/I	WITHIN
W/O	WITHOUT
W.P.	WATER PROOF
W.R.	WATER RESISTANT
WSCT.	WAINSCOT



PROJECT TEAM

ARCHITECT

RUFF + ASSOCIATES INC.
ARCHITECTURE & PLANNING
RICHARD P. RUFF ARCHITECT C-11736
100 WEST STANDLEY ST.,
UKIAH, CA. 95482
707-472-0525 FAX 707-472-0527

PROPOSED PARCEL DATA

LOCATION: ..... 120 BRUSH STREET UKIAH, CA 95482
APN: 002-040-32
ZONING : C-1
LOT SIZE: ..... .82 ACRES
BUILDING AREA: ..... MAIN BUILDING - 19,330 SQ FT
CORNER BUILDING - 4320 SQ FT
TOTAL SQ FT 23,650

CODE ANALYSIS

OCCUPANCY TYPE: ..... GROUP B, F-1, S-2
CONSTRUCTION TYPE: ..... III-A

PROPERTY LINE CONSTRUCTION: PROPOSED (ALLOWED)

NORTH SETBACK: ..... 29.5'±
SOUTH SETBACK: ..... 10'-0"±
WEST SIDE SETBACK: ..... 2'-0" ±
EAST SIDE SETBACK: ..... 6'-0"±

SITE SUPPORT DATA

FIRE DISTRICT ..... UKIAH FIRE PROTECTION DISTRICT
SEWER ..... UKIAH SEWER
WATER ..... UKIAH WATER
GAS ..... CITY OF UKIAH
ELECTRIC ..... CITY OF UKIAH

SCOPE OF WORK

TENANT IMPROVEMENTS AND ALTERATIONS ON MAIN BUILDING AND FIRE SPRINKLERS ON CORNER BUILDING

CODE ANALYSIS

REQUIRED SEPARATION OF OCCUPANCY - NONE

OCCUPANT FLOOR AREA ALLOWANCE

GROUP	NAME	TOTAL SQ FT	OCCU LOAD FAC	OCCUPANTS	TOTAL
(1)	MAIN BUILDING:				
	GROUP F-1	19,330 SQ FT /	500 GROSS	43.5	38.6
	GROUP B OFFICE	1250 SQ FT /	100 GROSS	12.5	12.5
	GROUP S-1 STORAGE	600 SQ FT /	300 GROSS	2	2
	TOTAL SQ FT 19,330		TOTAL OCCUPANCY LOAD		= 53
	CORNER BUILDING:				
	GROUP F-1	4320 SQ FT /	500 GROSS	8.64	
		TOTAL LOAD OCCUPANCY			8

(2)

EGRESS SIZING

MAIN BUILDING: OCCUPANT LOAD 53 X 0.2 = 1.6 IN
REQUIRED 2 EGRESS DOOR 36" X 84" PROVIDED 3 EGRESS DOORS 36" X 84"
CORNER BUILDING: OCCUPANT LOAD 8 X 0.2 = .16 IN
REQUIRED 2 EGRESS DOOR 36" X 84" PROVIDED 2 EGRESS DOORS 36" X 84"

(3) * MAXIMUM PATH OF EGRESS TRAVEL (FEET)
OL < 30 WITHOUT SPRINKLER SYSTEM 75 FEET

(4) MAIN BUILDING: TABLE A PLUMBING OCCUPANT LOAD FACTOR

F-1	19,330 SQ FT	19330/2000 PER OCCU		11
B	1250 SQ FT	1250/ 200		7
S-1	600 SQ FT	600/ 5000		2
		TOTAL OCCUPANT LOAD		30

MINIMUM PLUMBING FACILITIES TABLE 422.1 CPC

MEN 15	FEMALE 15	EXISTING
1 WC	1 WC	3 WC
1 LAV	1 LAV	3 LAV
		1 URINAL

1 DRINKING FOUNTAIN
1 MOP SINK

CORNER BUILDING: TABLE A PLUMBING OCCUPANT LOAD FACTOR

F-1	4320 SQ FT	19330/2000 PER OCCU	2
		TOTAL OCCUPANT LOAD	2

MINIMUM PLUMBING FACILITIES TABLE 422.1 CPC

MEN 1	FEMALE 1	EXISTING
1 WC	1 WC	0 WC
1 LAV	1 LAV	0 LAV

1 DRINKING FOUNTAIN
1 MOP SINK

(5) PARKING ANALYSIS

MAIN BUILDING:	F-1	19,330 SQ FT	19,330 / 2500	8 SPACES
	B	1250 SQ FT	1250 / 250	5 SPACES
	S-1	600 SQ FT	600 / 2500	1 SPACE
CORNER BUILDING:	F-1	4320 SQ FT	4320 / 2500	2 SPACES

2 ADA SPACES REQUIRED PLUS 14 SPACES
2 ADA SPACES PLUS 34 SPACES PROVIDED
16 COMPACT SPACES AND 20 REGULAR SPACES

BY | DATE | REVISIONS | #

RUFF + ASSOCIATES

RUFF + ASSOCIATES
Architecture Planning Development
100 West Standley Street, Ukiah, CA 95482
Phone: 707-472-0525 Fax: 707-472-0527
e-mail: richard@ruffarchitect.com

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LICENSED ARCHITECT RICHARD RUFF NO. C11736 REN.11-30-21 STATE OF CALIFORNIA

HERITAGE HOLDINGS OF CALIFORNIA
CANNABIS USE PERMIT
120 BRUSH STREET
UKIAH, CA 95482

SHEET TITLE

TITLE SHEET

DRAWN BY	PSM
CHECKED BY	RPR
DATE SUBMITTED	3-18-2021
DATE CREATED	3-18-2021
SCALE	AS NOTED

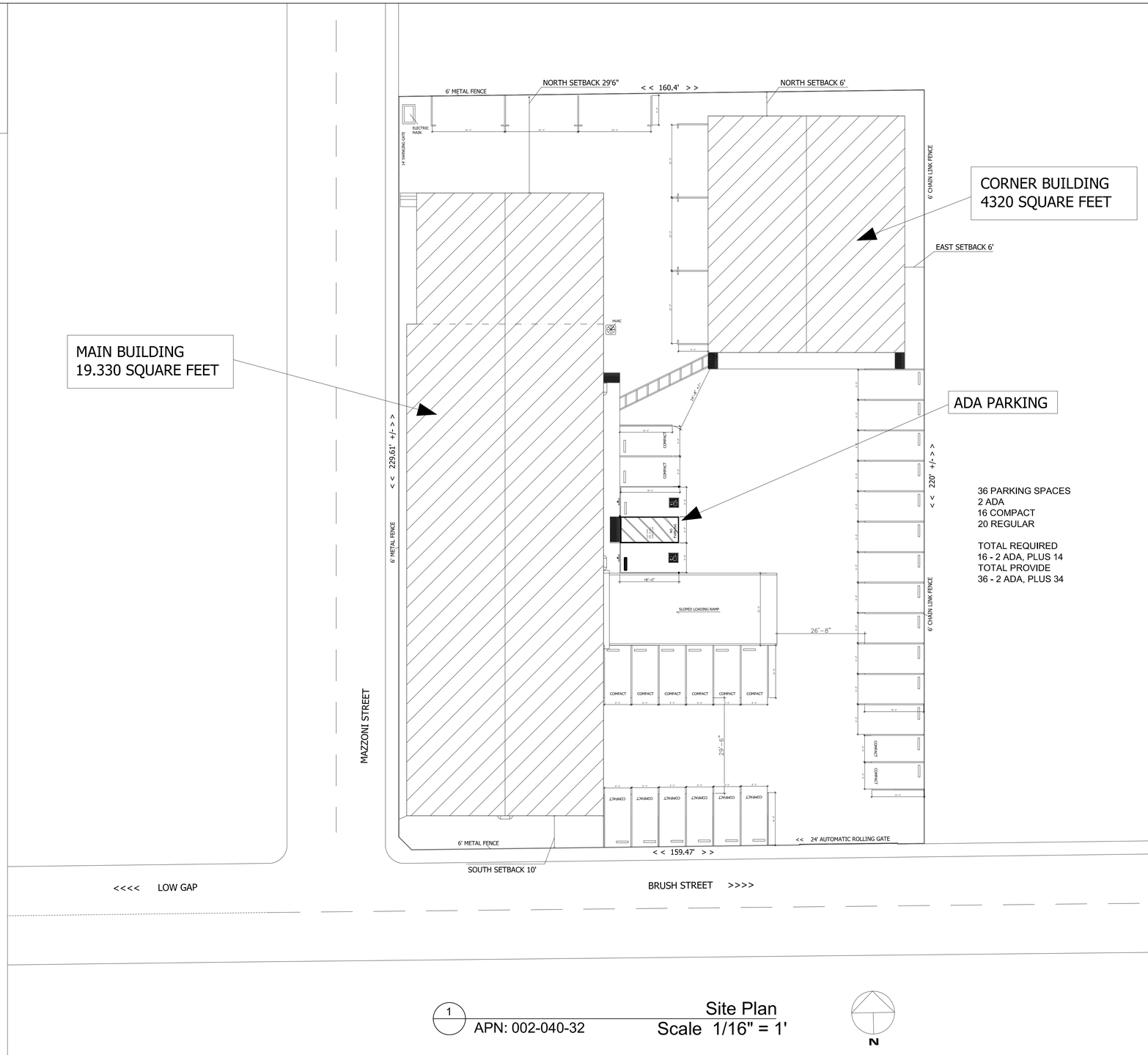
PAGE T1.1

SHEET 1 OF 12

Legend:

PROPERTY LINE
BUILDING ENVELOPE
EDGE OF PAVEMENT
FENCE LINE
BUILDING SETBACK LINE
CONTOUR LINES

NOTATION:
THE DISCHARGE OF POLLUTANTS TO ANY STORM DRAINAGE SYSTEM IS PROHIBITED. NO SOLID WASTE. PETROLEUM BY PRODUCTS, SOIL PARTICULATES, CONSTRUCTION WASTE MATERIALS, OR WASTEWATER GENERATED ON CONSTRUCTION SITES OR BY CONSTRUCTION ACTIVITIES SHALL BE PLACED, CONVEYED, OR DISCHARGED INTO THE STREET, GUTTER OR STORM DRAIN SYSTEM.....



1 APN: 002-040-32

Site Plan
Scale 1/16" = 1'

BY	DATE	REVISIONS	#

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Architecture Planning Development
100 West Standley Street, Ukiah, CA 95482
Phone: 707-472-0525 Fax: 707-472-0527
e-mail: richard@ruffarchitect.com

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LICENSED ARCHITECT RICHARD RUFF NO. C11736 REN.11-30-21 STATE OF CALIFORNIA

HERITAGE HOLDINGS OF CALIFORNIA
CANNABIS USE PERMIT
120 BRUSH STREET
UKIAH, CA 95482

SHEET TITLE

SITE PLAN

DRAWN BY	PSM
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DATE SUBMITTED	3-18-2021
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SCALE	AS NOTED

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A1
SHEET 4 OF 12

FIRE EXIT SYMBOL LEGEND

EXIT — EMERGENCY FIRE EXIT SIGN WITH FLOODLIGHT COMBO W/ BATTERY BACKUP

F — PULL STATIONS @ 4' ABOVE FINISHED FLOOR (AS MEASURED TO THE HIGHEST PART OF THE HANDLE)

SECURITY SYMBOL LEGEND

K/P — KEYPAD

M — MOTION SENSOR

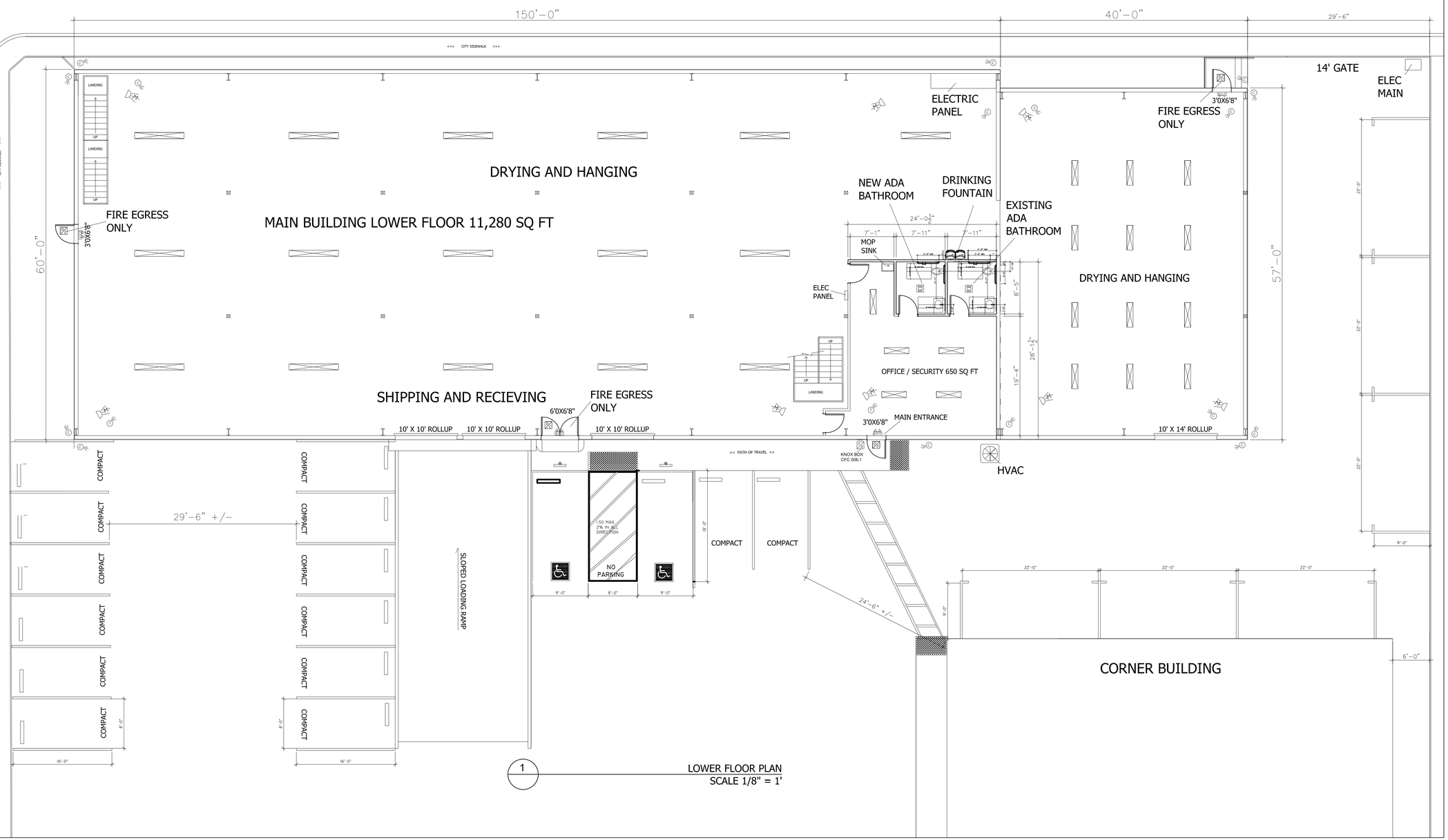
W/C — WINDOW CONTACT

D/C — DOOR CONTACT

<<< MAZZONI STREET >>>

<<< BRUSH STREET >>>

<<< CITY SIDEWALK >>>



1 LOWER FLOOR PLAN
SCALE 1/8" = 1'

BY | DATE | REVISIONS | #

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RUFF + ASSOCIATES
Architecture Planning Development
100 West Standley Street, Ukiah, CA 95482
Phone: 707-472-0525 Fax: 707-472-0527
e-mail: richard@ruffarchitect.com

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HERITAGE HOLDINGS OF CALIFORNIA
CANNABIS USE PERMIT
120 BRUSH STREET
UKIAH, CA 95482

SHEET TITLE

MAIN BUILDING LOWER FLOOR PLAN

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DATE SUBMITTED	3-18-2021
DATE CREATED	3-18-2021
SCALE	AS NOTED

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A2.0
SHEET 5 OF 12

FIRE EXIT SYMBOL LEGEND

EXIT — EMERGENCY FIRE EXIT SIGN WITH FLOODLIGHT COMBO W/ BATTERY BACKUP

F — PULL STATIONS @ 4' ABOVE FINISHED FLOOR (AS MEASURED TO THE HIGHEST PART OF THE HANDLE)

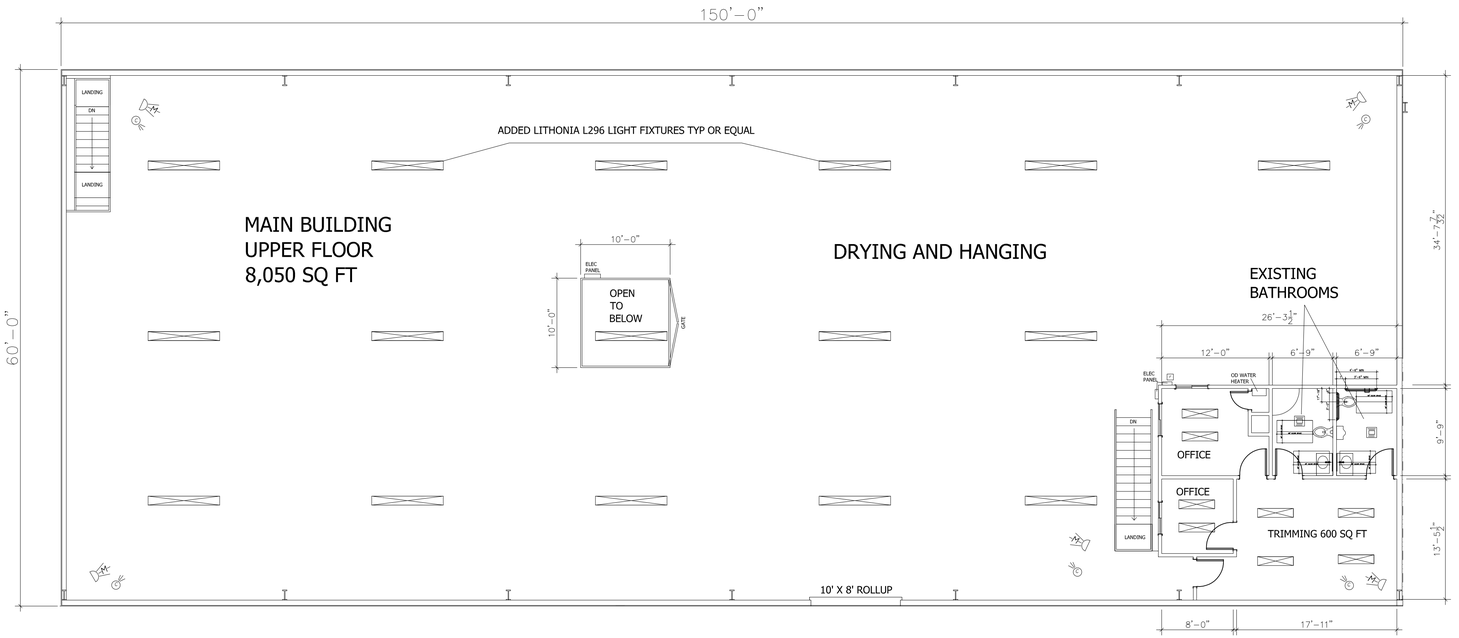
SECURITY SYMBOL LEGEND

K/P — KEYPAD

M — MOTION SENSOR

W/C — WINDOW CONTACT

D/C — DOOR CONTACT



1 — UPPER FLOOR PLAN
SCALE 1/8" = 1'

#	REVISIONS	DATE	BY

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RUFF + ASSOCIATES
Architecture Planning Development
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Phone: 707-472-0525 Fax: 707-472-0527
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HERITAGE HOLDINGS OF CALIFORNIA
CANNABIS USE PERMIT
120 BRUSH STREET
UKIAH, CA 95482

SHEET TITLE

MAIN BUILDING
UPPER FLOOR PLAN

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DATE CREATED	3-18-2021
SCALE	AS NOTED

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A2.1
SHEET 6 OF 12

FIRE EXIT SYMBOL LEGEND

EXIT — EMERGENCY FIRE EXIT SIGN WITH FLOODLIGHT COMBO W/ BATTERY BACKUP

F — PULL STATIONS @ 4' ABOVE FINISHED FLOOR (AS MEASURED TO THE HIGHEST PART OF THE HANDLE)

SECURITY SYMBOL LEGEND

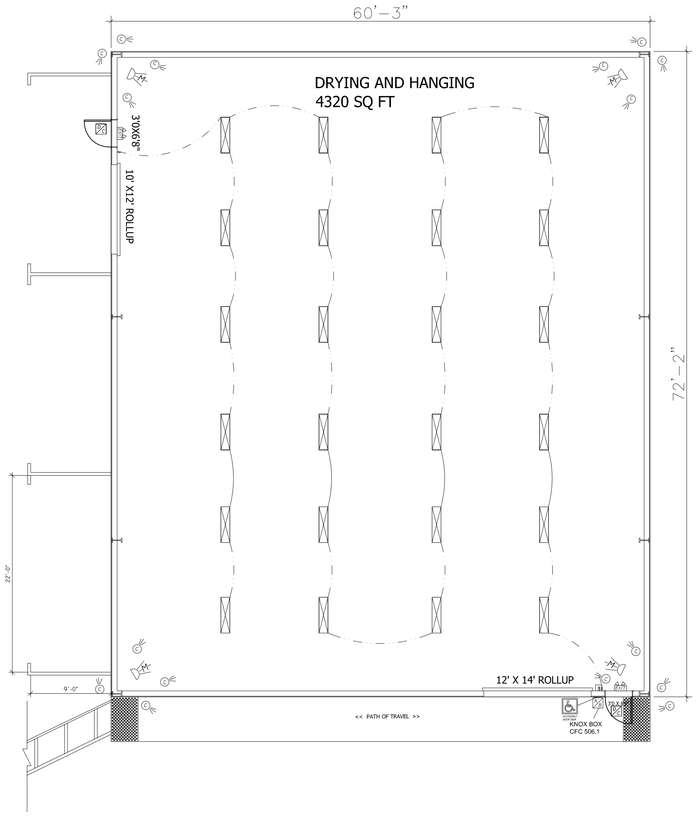
K/P — KEYPAD

M — MOTION SENSOR

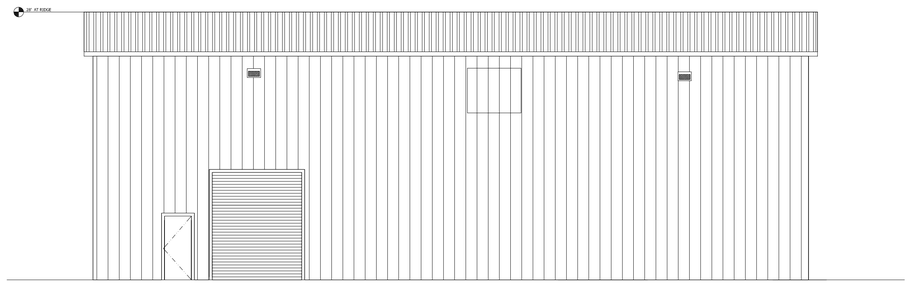
W/C — WINDOW CONTACT

D/C — DOOR CONTACT

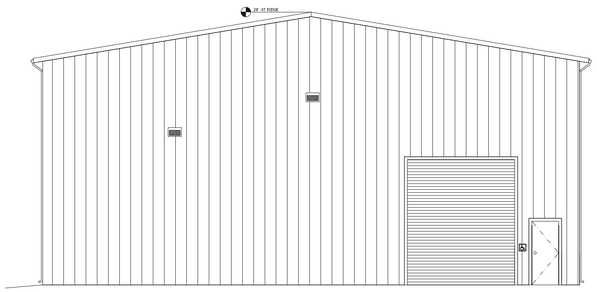
C — CAMERA



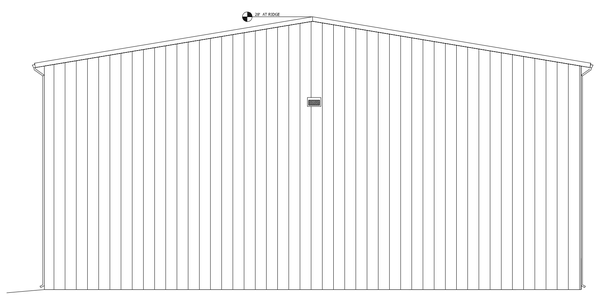
1 CORNER BUILDING FLOOR PLAN
SCALE 1/8" = 1'



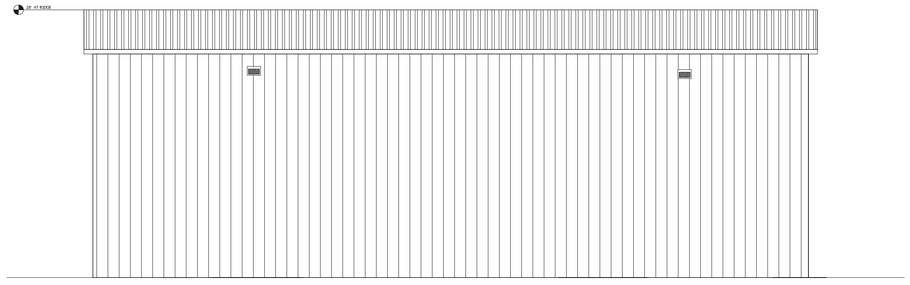
1 CORNER BUILDING WEST ELEVATION
SCALE 1/8" = 1'



2 CORNER BUILDING SOUTH ELEVATION
SCALE 1/8" = 1'



3 CORNER BUILDING NORTH ELEVATION
SCALE 1/8" = 1'



4 CORNER BUILDING WEST ELEVATION
SCALE 1/8" = 1'

BY	DATE	REVISIONS

RUFF + ASSOCIATES

RUFF + ASSOCIATES
Architecture Planning Development
100 West Standley Street, Ukiah, CA 95482
Phone: 707-472-0525 Fax: 707-472-0527
e-mail: richard@ruffarchitect.com

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LICENSED ARCHITECT
RICHARD RUFF
NO. C11736
REN.11-30-21
STATE OF CALIFORNIA

HERITAGE HOLDINGS OF CALIFORNIA
CANNABIS USE PERMIT
120 BRUSH STREET
UKIAH, CA 95482

SHEET TITLE

CORNER BUILDING

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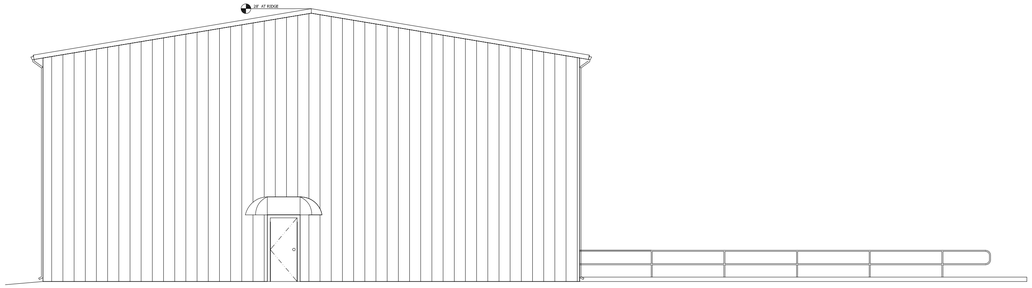
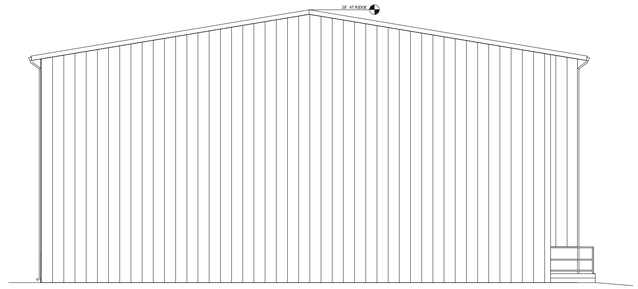
A2.2
SHEET 7 OF 12

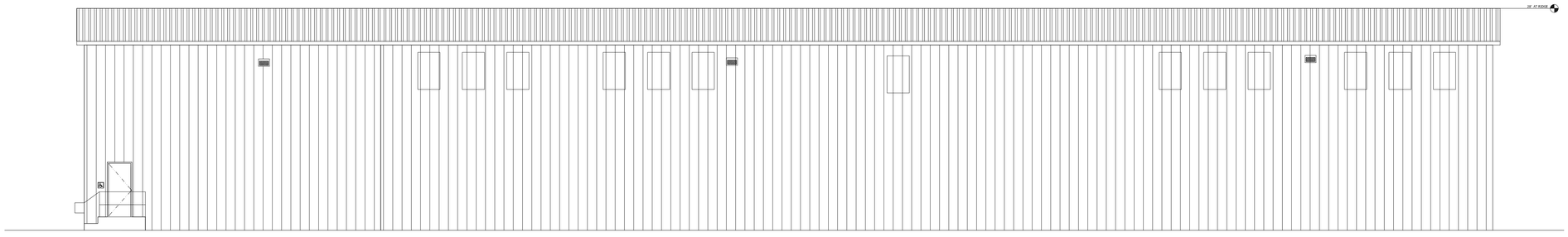
1 EXISTING BUILDING 1 EAST ELEVATION
SCALE 1/8" = 1'



2 MAIN BUILDING SOUTH ELEVATION
SCALE 1/8" = 1'



3 MAIN BUILDING NORTH ELEVATION
SCALE 1/8" = 1'



4 MAIN BUILDING WEST ELEVATION
SCALE 1/8" = 1'

BY							
DATE							
REVISIONS							
#							

RUFF + ASSOCIATES

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Architecture Planning Development
100 West Standley Street, Ukiah, CA 95482
Phone: 707-472-0525 Fax: 707-472-0527
e-mail: richard@ruffarchitect.com

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LICENSED ARCHITECT
RICHARD RUFF
NO. C11736
REN.11-30-21
STATE OF CALIFORNIA

HERITAGE HOLDINGS OF CALIFORNIA
CANNABIS USE PERMIT
120 BRUSH STREET
UKIAH, CA 95482

SHEET TITLE

BUILDING 1
ELEVATIONS

DRAWN BY	PSM
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DATE SUBMITTED	3-18-2021
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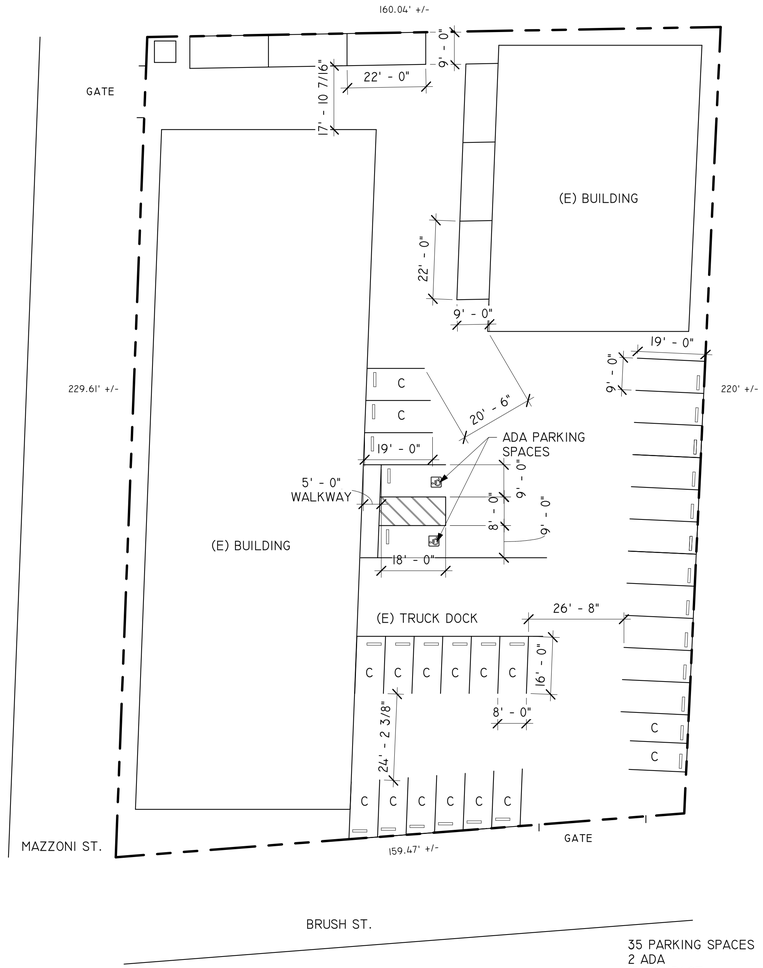
SHEET 8 OF 12



35 PARKING SPACES
2 ADA
15 COMPACT
18 REGULAR

APN:002-040-32-00
LOT SIZE:
37,461SF
0.86 AC

1 SITE PLAN

1" = 20'-0"

N

#	REVISIONS	DATE	BY

RUFF + ASSOCIATES

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Architecture Planning Development
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LICENSED ARCHITECT
RICHARD RUFF
NO. C11736
REN.11-30-21
STATE OF CALIFORNIA

PARKING LAYOUT FOR:
HENRY'S ORIGINAL
120 BRUSH STREET
UKIAH, CA 95482

SHEET TITLE

SITE PLAN

DRAWN BY	ROBFOX
CHECKED BY	RPR
DATE CREATED	2/18/21
DATE ISSUED	2/18/21
SCALE	AS NOTED
PAGE	A0.1
SHEET	OF

Z:\PROJECTS 2021\Jamie Warm\120 Brush Street Ukiah\drawing\120 Brush street.rvt

2/19/2021 11:52:40 AM

Heritage Holding of California

Cannabis Use Permit

Neighborhood Context Map

APN 002-040-32

120 Brush Street, Ukiah

250' radius. No cannabis businesses, youth oriented facilities or residential zones within 250' of 120 Brush Street.

Heritage Holding of California
Cannabis Use Permit
Neighborhood Context Map
APN 002-040-32
120 Brush Street, Ukiah

600 radius. No shools within 600' of 120 Brush Street. Please note, there is a School District IT office located at 925 N State Street that is within 600'. This is an IT office, and no childen/students occupy this facility.

City of Ukiah
COMMUNITY DEVELOPMENT DEPARTMENT

PROJECT REVIEW REFERRAL

Please provide comments by: May 7, 2021

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:			
X	City of Ukiah Community Development Director	**X**	Mendocino County Planning & Building Services
X	City of Ukiah Building Official	**X**	City of Ukiah Electric Utility Department
X	City of Ukiah Public Works Department		
X	Ukiah Valley Fire Authority		
X	City of Ukiah Police Department		
FROM PROJECT PLANNER: Jesse Davis, Planning Manager			

PROJECT INFORMATION:	
Project Name & Permit #:	Yokayo Processing LLC – Distribution & Processing; #21-6195
Site Address & APN:	120 Brush Street.; APN 002-040-32
General Plan:	"I" Industrial
Zoning:	"M" Manufacturing
Airport Compatibility Zone:	N/A
Date Filed:	04/20/2021
Resubmittal:	N/A
Date Referred:	04/22/2021
Prev. Projects on Site (include file #)	N/A
Applicant/Agent Name:	Joshua Keats
Phone:	707-841-6023
Email:	joshua@henrysoriginal.com
Project Summary: The applicant proposes a cannabis processing & distribution facility. No expansion of the building footprint or façade improvement are proposed to this existing industrial facility. The proposed use and operation includes curing, processing, grading, packaging of bulk flower including pre-rolls, as well as the warehousing/ storage of 'cannabis' and 'cannabis product' for the purposes of 'distribution'.	

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) Jimmy Lozano - City of Ukiah Electric Utility

☐ No Comment

☑ Comments / Conditions of Approval Attached

Signature **Date** 4/22/2021

Comments / Conditions of Approval:

City of Ukiah
COMMUNITY DEVELOPMENT DEPARTMENT

Hi Jesse,

Regarding Project Review Referral for Yokayo Processing LLC - Distribution & Proccessing File # 21-6195 (120 Brush Street),

The Electric Utility Department offers the following comments/conditions :

1) Should the applicants decide to upgrade to a larger panel or increase the electric load in the future, they will need to contact the City of Ukiah Electric Utility. Applicant shall provide projected load calculations to the COUEU for their project.

2) 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.

3) Applicant/Customer will need to provide EUSERC approved electrical equipment that is to be used at the project location before any Main Switchgear/Service Panels are purchased for the proposed project.

4) Applicant/Customer shall incur all costs of this future project to include (labor, materials & equipment).

5) The City of Ukiah Electric Utility will require an easement provided to the EUD for any electric service that transverses through the property and/or around any City owned Electric equipment beyond any existing Public Utility Easement.

Should they have any questions please call Jim Lozano at 467-5774 or Scott Bozzoli at 707-467-5775

Thank you,
Jimmy

City of Ukiah

COMMUNITY DEVELOPMENT DEPARTMENT

PROJECT REVIEW REFERRAL

Please provide comments by: May 7, 2021

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:			
X	City of Ukiah Community Development Director	X	Mendocino County Planning & Building Services
X	City of Ukiah Building Official	X	City of Ukiah Electric Utility Department
X	City of Ukiah Public Works Department		
X	Ukiah Valley Fire Authority		
X	City of Ukiah Police Department		
FROM PROJECT PLANNER: Jesse Davis, Planning Manager			

PROJECT INFORMATION:	
Project Name & Permit #:	Yokayo Processing LLC – Distribution & Processing; #21-6195
Site Address & APN:	120 Brush Street.; APN 002-040-32
General Plan:	"I" Industrial
Zoning:	"M" Manufacturing
Airport Compatibility Zone:	N/A
Date Filed:	04/20/2021
Resubmittal:	N/A
Date Referred:	04/22/2021
Prev. Projects on Site (include file #)	N/A
Applicant/Agent Name:	Joshua Keats
Phone:	707-841-6023
Email:	joshua@henrysoriginal.com
Project Summary: The applicant proposes a cannabis processing & distribution facility. No expansion of the building footprint or façade improvement are proposed to this existing industrial facility. The proposed use and operation includes curing, processing, grading, packaging of bulk flower including pre-rolls, as well as the warehousing/ storage of 'cannabis' and 'cannabis product' for the purposes of 'distribution'.	

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) Captain Noble Waidelich (Police Department)

☐ No Comment

☑ Comments / Conditions of Approval Attached

Signature N. WAIDELICH Capt **Date** 04/27/2021

Comments / Conditions of Approval:

SEE ATTACHED

POLICE
CITY OF UKIAH
"Safety, Professionalism & Community Service"

Justin Wyatt
Chief of Police

To: Jesse Davis
CC: Chief Wyatt
From: Captain Noble Waidelich
Subject: Yokayo Processing LLC Minor Use Permit # 21-6195
Date: 4/27/2021

On 4/27/2021, I reviewed the Major Use Permit #21-6195, for the proposed Cannabis-related business at 102 Brush Street, DBA as Yokayo Processing LLC. It should be noted that in addition to this, I was invited by proposed owners to participate in a walkthrough of the proposed facility, on or about 03/10/2021. During this time, I was given a verbal conceptual idea of the proposed plans for the facility, and safety measures. Based on this review the Police Department has the following comments or requests the following;

• The business's proposed location is 102 Brush Street, which is in close proximity to a substance abuse treatment center located at 201 Brush Street, DBA as Ford Street Project. The Executive Director, Jacqueline Williams, has already reached out to me regarding her concerns, which are mainly around the issue of potential odor issues and the effects on Ford Street Project clients.

• Many of the business permittee's listed owners and employees have met the requirement to comply with Ukiah City Code ordinance (5708 A) regarding criminal history checks, as noted in a separate document.

However, it appears there is an additional employee identified as Cat Carmona (Director of Operations) who I cannot confirm submitted to a criminal history check. It appears that this subject may have been finger printed under another name, such as her legal name, but is listed differently in this application.

The applicant can either have the employee re-contact the department to verify this, and or list her under the name used for the criminal history check. Additionally, any additional staff who maybe hired in the future need to submit to a criminal history check per the ordinance and as acknowledged by the applicant.

• The applicant states in their Plan of Operations, the intent to operate "24 hours a day, 7 days a week." The Police Department believes that the Ukiah City Code 5708 E, would still apply limiting the hours of operation.

• The applicant states it is their intention to treat the entire building as secured storage facility, while the Ukiah City Code (5708), generally requires "suitable locked storage" for dispensaries, and fortification for cultivation facilities. Further detail regarding how they plan to fortify the interior or exterior of the building is needed to evaluate if their plan is sufficient to consider as locked storage. Additionally, if the applicant is intent to maintain that the facility is secured storage, the department would request physical measures to prevent vehicle penetration, specifically, along the western side of the building which borders Mazzoni Street.

POLICE
CITY OF UKIAH
"Safety, Professionalism & Community Service"

Justin Wyatt
Chief of Police

At this time based on the purposed operations and security plan, the Ukiah Police Department does not have any additional safety or legal concerns other than those mentioned above.

Sincerely,

N. Waidelich #x9

Noble Waidelich
Captain
Ukiah Police Department

Yokayo Processing, LLC – Use Permit Application
Responses to Captain Noble Waidelich's Comments

1. "The business's proposed location is 120 Brush Street, which is in close proximity to a substance abuse treatment center located at 201 Brush Street, DBA as Ford Street Project. The Executive Director, Jacqueline Williams, has already reached out to me regarding her concerns, which are mainly around the issue of potential odor issues and the effects on Ford Street Project clients."

   Company response:
   We will take the proper precautions to keep odor contained within the building. Temperature and humidity will be controlled, and the building will be equipped with dehumidifiers. Squirrel basket fans with activated carbon filters will be placed throughout the premises to attract and trap cannabis particles and aromas. This is the same practice we follow at our Cotati building which is located in an Industrial District, and we have had no complaints about odor in the full year since we received occupancy.

   Please note, all doors to the building will remain closed with the only exception taking place during deliveries which will be for very short time periods. Based on the proximity of the premises with 201 Brush Street coupled with our odor control measures, we feel Ms. Williams' concerns will dissolve.

2. "Many of the business permittee's listed owners and employees have met the requirement to comply with Ukiah City Code ordinance (5708 A) regarding criminal history checks, as noted in a separate document.

   However, it appears there is an additional employee identified as Cat Carmona (Director of Operations) who I cannot confirm submitted to a criminal history check. It appears that this subject may have been finger printed under another name, such as her legal name, but is listed differently in this application.

   Company response:
   Our apologies for the miscommunication. Caitlyn "Cat" Hall is her maiden name, and Carmona is her married name. She was not able to officially register her last name as Carmona due to COVID-19 shutdowns last year and has not had the opportunity to formally change it yet. Our Employee List will be revised to reflect Caitlyn Hall which will match up to her live scan.

3. The applicant states in their Plan of Operations, the intent to operate "24 hours a day, 7 days a week." The Police Department believes that the Ukiah City Code 5708E, would still apply, limiting the hours of operation.

   Company response:
   Well noted Ukiah City Code 5708E limits hours of operations to Monday - Sunday from 9 a.m. - 9 p.m. As our operations are closed and inaccessible to the public, we respectfully request the additional ability to operate from 9 p.m. - 9 a.m., as this is critical for our business. Cannabis processing is time sensitive during harvest season, and just

as the wine grape harvest process must be completed in a very timely manner, cannabis cannot be left out in the field past peak ripeness and all utility must be employed to ensure the County's legal cannabis crop can make it through to market. Employees working during that time frame would be contained within the building in designated break areas so as not to make any disruptions. We are open to any additional measures the City would suggest to minimize impact of the operations.

4. The applicant states it is their intention to treat the entire building as a secured storage facility, while the Ukiah City Code (5708), generally requires "suitable locked storage" for dispensaries, and fortification for cultivation facilities. Further detail regarding how they plan to fortify the interior and exterior of the building is needed to evaluate if their plan is sufficient to consider as locked storage. Additionally, if the applicant is intent to maintain that the facility is secured storage, the department would request physical measures to prevent vehicle penetration, specifically, along the western side of the building which borders Mazzoni Street.

   Company Response:
   All entrances to the facility are blocked by a motorized gate that prevents unauthorized access. We will have a security guard on site during all hours of operation that will screen all individuals requesting access to the building. Additionally, all building doors will only be accessible by key FOBs with a select few employees that will have access to FOBs. During non-operational hours, we will utilize live remote monitoring through a professional third party, in which a real live person will be monitoring our cameras in real time with immediate access to notify law enforcement of any security breach immediately. This is a system we have utilized at our Cotati facility with success.

   In regards to the western side of the building, the fence and motorized gate does not extend the full length of the building; therefore, we understand and appreciate your concerns. However, the areas of the building that are exposed do not have any entrance points. All entrance points are fully gated and security cameras will be strategically placed. It is our intention to outfit the street level interior of the building with stud framing, insulation and drywall, which would provide additional structural support to assist in preventing a breach of the building.

   All doors to the premises will remain closed and key FOB-locked during all hours of operation. The only instance we will have open doors is when we take deliveries and our roll top door is open which would be for a small amount of time. Furthermore, we are not posting any signs on the building that advise the public that we are a cannabis operation. We will remain inconspicuous and have a secure facility that will act as suitable locked storage.

POLICE
CITY OF UKIAH
"Safety, Professionalism & Community Service"

Justin Wyatt
Chief of Police

To: Jesse Davis
CC: Chief Wyatt
From: Captain Noble Waidelich
Subject: Yokayo Processing Munis#21-6195
Date: 04/27/2021

On April 27, 2021, I reviewed the DOJ applicant fingerprint responses for Joshua Keats, Michael "Jamie" Warm, Julia Noia, Molly Morales, and Caitlyn. None of the aforementioned fingerprint responses revealed disqualifying information.

N. Waidelich 4/29
Noble Waidelich
Captain
Ukiah Police Department

Jesse Davis

From: Noble Waidelich
Sent: Tuesday, May 25, 2021 6:21 AM
To: Jesse Davis
Subject: RE: Yokayo Processing / Responses to UPD

Follow Up Flag: Follow up
Flag Status: Flagged

Jesse,

None other than originally noted. Based on Henry's Original's response it appears they plan to address the issues brought up.

Thank you,

Noble Waidelich
Captain
Ukiah Police Department
300 Seminary Ave.
Ukiah, Ca. 95482
Office: (707) 463-6249
Fax: (707) 462-6068
Email: nwaidelich@cityofukiah.com

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From: Jesse Davis
Sent: Monday, May 24, 2021 5:03 PM
To: Noble Waidelich <nwaidelich@cityofukiah.com>
Subject: RE: Yokayo Processing / Responses to UPD

Hi Noble,

Greetings, and thank you for this response. Not a problem. I just wanted to double-check, as I am looking to begin work on the Staff Report, Findings and Conditions of Approval associated with this project. Were there any particular conditions of approval requested by UPD for 120 Brush Street? Thank you in advance, and hope all is well.

Best Regards,
Jesse Davis

Jesse Davis, AICP
Planning Manager
Department of Community Development
300 Seminary Avenue, Ukiah, CA 95482
P: 707.463.6207
www.cityofukiah.com/community-development

From: Noble Waidelich <nwaidelich@cityofukiah.com>
Sent: Monday, May 24, 2021 2:19 PM
To: Jesse Davis <jdavis@cityofukiah.com>
Subject: RE: Yokayo Processing / Responses to UPD

Jesse,

I did receive comments from Julie on 05/14/2021, I am sorry if I did not communicate that to you. I am accustomed to flow of communication to go through your office to me and back. I do not have any additional comments.

Thank you,

Noble Waidelich
Captain
Ukiah Police Department
300 Seminary Ave.
Ukiah, Ca. 95482
Office: (707) 463-6249
Fax: (707) 462-6068
Email: nwaidelich@cityofukiah.com

"Safety, Professionalism & Community Service"

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From: Jesse Davis
Sent: Friday, May 21, 2021 2:48 PM
To: Noble Waidelich <nwaidelich@cityofukiah.com>
Subject: RE: Yokayo Processing / Responses to UPD

Good Morning Noble,

Greetings, and I hope this message finds you well. I wanted to follow-up with you regarding the project at 120 Brush Street to determine if there were any particular conditions of approval that you determined to be necessary for this proposed facility. For your use and review, I've attached the Draft Conditions of Approval accumulated thus far from other agencies having jurisdiction. I've inserted placeholders for UPD based on past projects for the time-being.

Additionally, I wanted to inquire if you had the opportunity to follow-up with the Applicant's Agent (Julie Noie) regarding the response to the comments provided. Thanks in advance, Noble, and I hope that you have a good weekend.

Best Regards,
Jesse Davis

Jesse Davis, AICP
Planning Manager
Department of Community Development
300 Seminary Avenue, Ukiah, CA 95482
P: 707.463.6207
www.cityofukiah.com/community-development

From: Julie Noia <julie@heritagecal.com>
Sent: Friday, May 14, 2021 5:47 PM
To: Noble Waidelich <nwaidelich@cityofukiah.com>
Cc: Jesse Davis <jdavis@cityofukiah.com>; Joshua Keats <joshua@henrysoriginal.com>; Jamie Warm <jamie@henrysoriginal.com>
Subject: Yokayo Processing / Responses to UPD

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hello Noble,

Thank you for sending comments against Yokayo Processing's Use Permit application documents. Please find our responses in the attached file. We look forward to your reply.

Best,

Julie Noia
Director of Compliance
Heritage Holding of California, Inc.
(707) 695-4203

City of Ukiah
COMMUNITY DEVELOPMENT DEPARTMENT

PROJECT REVIEW REFERRAL

Please provide comments by: May 7, 2021

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:			
X	City of Ukiah Community Development Director	X	Mendocino County Planning & Building Services
X	City of Ukiah Building Official	X	City of Ukiah Electric Utility Department
X	City of Ukiah Public Works Department		
X	Ukiah Valley Fire Authority		
X	City of Ukiah Police Department		
FROM PROJECT PLANNER: Jesse Davis, Planning Manager			

PROJECT INFORMATION:	
Project Name & Permit #:	Yokayo Processing LLC – Distribution & Processing; #21-6195
Site Address & APN:	120 Brush Street.; APN 002-040-32
General Plan:	"I" Industrial
Zoning:	"M" Manufacturing
Airport Compatibility Zone:	N/A
Date Filed:	04/20/2021
Resubmittal:	N/A
Date Referred:	04/22/2021
Prev. Projects on Site (include file #)	N/A
Applicant/Agent Name:	Joshua Keats
Phone:	707-841-6023
Email:	joshua@henrysoriginal.com
Project Summary: The applicant proposes a cannabis processing & distribution facility. No expansion of the building footprint or façade improvement are proposed to this existing industrial facility. The proposed use and operation includes curing, processing, grading, packaging of bulk flower including pre-rolls, as well as the warehousing/ storage of 'cannabis' and 'cannabis product' for the purposes of 'distribution'.	

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) Ian Broeske

☐ No Comment

☑ Comments / Conditions of Approval Attached

Signature **Date** 4/26/21

Comments / Conditions of Approval:

City of Ukiah

COMMUNITY DEVELOPMENT DEPARTMENT

-A change of occupancy permit/inspection will be required.

-Fire Sprinkler System and Fire Alarm System will be required in buildings. A deferred submittal for Fire Sprinklers and Alarm Systems will be required.

Scott Ward
Building Code Consultant

May 12, 2021

Josh Keats
Henry's Original
481 Aaron St. Unit A
Cotati, CA 94931

RE: 120 Brush Street: 4,326 sq. metal building. Type IIB Construction, F1 Occupancy

Dear Mr. Keats:

Thank you for contacting me regarding the Ukiah Valley Fire District requiring fire sprinklers for the existing 4,326 sq. ft. metal building located at 120 Brush Street. It is my professional opinion that fire sprinklers are not required for this specific building.

The Ukiah Valley Fire District amended 2019 California Fire Code §903.2 (C) to address remodels, additions and alterations of existing buildings. The amended section states*: "Approved automatic sprinkler systems shall be provided in existing structures which are remodeled, added to or altered, except for ordinary maintenance and repair not involving structural alterations, requiring a fire flow of 2,000 gallons per minute (GPM) or greater as determined by Appendix B of this code,* ***and*** *when the cost of such remodels, additions, or alterations within any 36 month period exceeds $60,000.00."* (Emphasis added)

The use of the word "and" in the aforementioned amendment is a conjunctive, in that for fire sprinklers to be required both criteria in the section must be met. The required fire flow must be 2000 gpm and the cost of the project(s) exceeds $60,000 in a 36 month period. The fire flow for the proposed building is less than 2,000 gallons per minute per 2019 California Fire Code Appendix B, Table 105.1.2. According to the table, the fire flow for this particular building is 1,500 gallons per minute. In this instance the cost of the interior alterations does exceed $60,000 but the fire flow is less than 2000 gpm. Therefore, as both criteria are not met fire sprinklers are not required.

If you have any questions or need additional information do not hesitate to contact me.

Sincerely,

Scott Ward

Scott Ward, CBO

C: File
Julie Noi
Rob Fox, Ruff Architect

8888 East Road, Redwood Valley, CA 95470 (707) 272-8432 scott@scottwardcompany.com

From: Ian Broeske
To: Jesse Davis; Julie Noia
Cc: Joshua Keats; Jamie Warm; Matthew Keizer; Scott Ward
Subject: Re: Yokayo Processing / Responses to Ukiah Valley Fire Authority
Date: Wednesday, May 19, 2021 1:35:45 PM
Attachments: image001.png

All,
As I stated before, this is only a Planning Permit, which I approve already. My previous comments remain, with other possible Building, Fire/Life safety comments that will be completed upon a full Commerical T.I. submittal. Additionally, for information's sake only, I see the gate is labeled as only 14 feet. That will need to be increased to 20' along with a Knox Key Switch.

I 100% agree with Scott Ward that a 4,326 sq. ft metal building with Type IIB Construction and an F1 Occupancy does not require sprinklers.

I will reinstate that the designs and construction of all site alterations shall comply with the 2019 California Building Code, 2019 Plumbing Code, 2019 Electrical Code, 2019 California Mechanical Code, 2019 California Fire Code, 2019 California Energy Code, 2019 Title 24 California Energy Efficiency Standards, 2019 California Green Building Standards Code and City of Ukiah Ordinances and Amendments for this project.

Thank you,

Ian Broeske
Acting Fire Marshal

Ukiah Valley Fire Authority
1500 South State Street
Ukiah, CA 95482-6709
C) 707-380-4811
P) 707-462-7921
F) 707-462-2938
ibroeske@cityofukiah.com
http://www.cityofukiah.com/uvfa-who-we-are/

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From:	Julie Noia
To:	Ian Broeske
Cc:	Jesse Davis; Joshua Keats; Jamie Warm; Matthew Keizer; Scott Ward
Subject:	Re: Yokayo Processing / Responses to Ukiah Valley Fire Authority
Date:	Thursday, June 03, 2021 1:54:29 PM
Attachments:	image001.png

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Dear Ian,

Thank you so much for agreeing with Scott Ward's assessment on the smaller building not requiring sprinklers. I would like to address your separate requirement to extend the motorized gate that accesses the premises on Mazzoni to 20'.

Extending this gate to 20' is a bit challenging, as the building and electrical transformer would not allow sufficient space to do so. The gate that accesses the building on Brush Street is about 28' which provides clearance for emergency vehicles to enter the premises. As the gates are an existing footprint that accompany the buildings on this parcel, would there be records on file that confirm the Mazzoni entrance gate size of 14' was previously approved?

§503.6 of the 2016 California Fire Code was amended to read as follows:
The installation of security gates or other structures or devices which could obstruct fire apparatus access roads or otherwise hinder emergency operations across a fire apparatus access road, are prohibited ***unless they are approved by the Fire Chief.***

As the Brush Street entrance exceeds the 20' gate requirement, and we are physically unable to extend the Mazzoni gate entrance due to incumbent structures, would you consider approving the existing gate size? We are open to any alternative measures you suggest, as we want to work towards finding a solution. I look forward to your feedback.

Thank you,

Julie Noia
Director of Compliance
Heritage Holding of California, Inc.
(707) 695-4203

Jesse Davis

From: Jason Benson
Sent: Monday, May 10, 2021 4:40 PM
To: Jesse Davis
Cc: Tim Eriksen
Subject: RE: Cannabis Distribution & Processing Facility (Project 21-6195) Use Permit Referral

Follow Up Flag: Follow up
Flag Status: Completed

Thanks for the conversation, sir.
An example of the ADA compliant driveway is down the street - google maps street view

Jason Benson, PE
Public Works – Senior Engineer
P: (707)510-5485

From: Jesse Davis <jdavis@cityofukiah.com>
Sent: Monday, May 10, 2021 1:28 PM
To: Jason Benson <jbenson@cityofukiah.com>
Cc: Tim Eriksen <teriksen@cityofukiah.com>
Subject: RE: Cannabis Distribution & Processing Facility (Project 21-6195) Use Permit Referral

Hi Jason,

Thank you for this reply and review of the request at 120 Brush Street. To ensure I appropriately incorporate this message into the project review, I have a few follow-up questions.

I'm still learning about the City's Tree Policies and regulations, so my apologies in advance. For this project, are street trees and improvements being requested under UCC Section 9181? How are situations like this typically addressed for sites zoned Manufacturing where no landscaped areas exist and there is no plan to alter the project footprint?

For the Staff Report, can you extrapolate the deficiencies regarding the existing encroachments onto Brush Street and Mazzoni Street? Are the encroachments not permitted for commercial use or are they overly deteriorated? How are they non-compliant with regard to ADA? Is it the structural deterioration? Lack of features (e.g. truncated domes, signage)?

Regarding plumbing, only human effluent is identified for disposal into the sanitary sewer system. Cannabis waste products require separate destruction processes to ensure compliance with CDFA. I do understand that the applicant intends to conduct tenant improvement to facilitate bathroom and kitchen upgrades.

Thank you again for this message, and my apologies for these additional questions. Hope all is well.

Best Regards,

Jesse Davis

Jesse Davis, AICP
Planning Manager
Department of Community Development
300 Seminary Avenue, Ukiah, CA 95482
P: 707.463.6207
www.cityofukiah.com/community-development

From: Jason Benson <jbenson@cityofukiah.com>
Sent: Monday, May 10, 2021 12:20 PM
To: Jesse Davis <jdavis@cityofukiah.com>
Cc: Tim Eriksen <teriksen@cityofukiah.com>
Subject: RE: Cannabis Distribution & Processing Facility (Project 21-6195) Use Permit Referral

Jesse –

Engineering has reviewed this permit referral and has the following comments regarding the use permit:

1. ADA driveway – This project has sidewalks that surround the parcel. However, the two driveways are not ADA compliant and must be upgraded to provide ADA access.
2. Street trees – Street Trees are required every thirty (30) feet along both street frontages.
3. Plumbing -- It is unclear in the project application of what effluent will be leaving the site and entering the sanitary sewer system. However, the applicant should realize that the building permit for the project will require alterations to the connection fee and inspection of the sewer lateral as required by the City's municipal code.

Thank you,

Jason Benson, PE
Public Works – Senior Engineer
P: (707)510-5485

From: Jesse Davis <jdavis@cityofukiah.com>
Sent: Thursday, April 22, 2021 11:42 AM
Subject: Cannabis Distribution & Processing Facility (Project 21-6195) Use Permit Referral

Good Afternoon,

Attached please find a Project Referral Form and associated materials for your review and response. The proposed project is located at 120 Brush Street, Ukiah, CA.

The applicant proposes a cannabis processing & distribution facility. No expansion of the building footprint or façade improvement are proposed to this existing industrial facility. The proposed use and operation includes curing,

Department of Public Works:

1. “The permanent pedestrian facilities and sidewalks associated with the driveways from Brush Street and Mazzoni Street shall be improved to ensure compliance with the Americans with Disability Act (ADA) and to the satisfaction of the Department of Public Works.

   Company response:
   Well noted this requirement. We will ensure that the sidewalks are improved to comply with ADA.

2. Request tenant improvement shall require alterations of the wastewater connection fee, as well as inspection of the sewer lateral as required per Ukiah City Code. This requirement will be part of the building permit.

   Company response:
   Part of our tenant improvements include minor bathroom remodels to become ADA compliant. These minor changes will not require any alterations of the wastewater connection or affect the sewer in any way. Additionally, I would like to call out that our operations consist of dry processing only. Rest assured that there will be no cannabis byproducts in the city sewer line. We have identical operations at our Sonoma County facility, and we remain in good standing with the municipal water district. Should you have any questions or concerns, please feel free to contact me and I will be happy to speak with you.

processing, grading, packaging of bulk flower including pre-rolls, as well as the warehousing/ storage of ‘cannabis’ and ‘cannabis product’ for the purposes of ‘distribution’.

Your consideration and comments no later than May 7, 2021 are sincerely appreciated. This item will be presented to the City Zoning Administrator for review after all comments and feedback have been received. Thank you in advance.

Best Regards,
Jesse Davis

Jesse Davis, AICP
Planning Manager
Department of Community Development
300 Seminary Avenue, Ukiah, CA 95482
P: 707.463.6207
www.cityofukiah.com/community-development

Department of Public Works:

1. “The permanent pedestrian facilities and sidewalks associated with the driveways from Brush Street and Mazzoni Street shall be improved to ensure compliance with the Americans with Disability Act (ADA) and to the satisfaction of the Department of Public Works.

   Company response:
   Well noted this requirement. We will ensure that the sidewalks are improved to comply with ADA.

2. Request tenant improvement shall require alterations of the wastewater connection fee, as well as inspection of the sewer lateral as required per Ukiah City Code. This requirement will be part of the building permit.

   Company response:
   Part of our tenant improvements include minor bathroom remodels to become ADA compliant. These minor changes will not require any alterations of the wastewater connection or affect the sewer in any way. Additionally, I would like to call out that our operations consist of dry processing only. Rest assured that there will be no cannabis byproducts in the city sewer line. We have identical operations at our Sonoma County facility, and we remain in good standing with the municipal water district. Should you have any questions or concerns, please feel free to contact me and I will be happy to speak with you.