

**CITY OF UKIAH  
CITY COUNCIL AND CITY PLANNING COMMISSION  
JOINT SPECIAL MEETING  
Ukiah Valley Conference Center  
200 South School Street  
Ukiah, CA 95482**

**May 14, 2019  
5:30 p.m.**

---

- 1. ROLL CALL AND PLEDGE OF ALLEGIANCE**
- 2. PUBLIC COMMENT**
- 3. NEW BUSINESS**
  - a. A Special Joint Workshop of the City Council and Planning Commission Regarding the Ukiah 2040 General Plan Update.
- 4. ADJOURNMENT**

Please be advised that the City needs to be notified 24 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm.

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 24 hours prior to the meeting set forth on this agenda.

Dated this 10<sup>th</sup> day of May, 2019.  
Kristine Lawler, City Clerk

MEETING DATE/TIME: 5/14/2019*City of Ukiah***AGENDA SUMMARY REPORT****SUBJECT: A Special Joint Workshop of the City Council and Planning Commission Regarding the Ukiah 2040 General Plan Update.****DEPARTMENT:** Community Development**PREPARED BY:** Craig Schlatter**ATTACHMENTS: Attachment 1 – Ukiah 2040 General Plan PowerPoint Presentation**

**Summary:** City Council and Planning Commission will hold a joint workshop with Community Development Department staff and the City's advanced planning specialists to discuss the Ukiah 2040 General Plan Update.

**Background:** The City is beginning the process of updating its General Plan. As a kickoff to this update, Staff has requested the City's advanced planning specialists, Mintier-Harnish, provide an overview of the Ukiah 2040 General Plan process and timeline. PowerPoint slides for the presentation are included in Attachment 1.

**Discussion:** The Joint City Council/Planning Commission Workshop is the first of several outreach events that will guide the development of the 2040 General Plan. The presentation will discuss the need and purpose of the General Plan Update, changes in State law and contemporary planning issues that will be addressed, as well as an overview of the community engagement opportunities planned. This workshop will also provide an opportunity to provide initial input and suggestions on expectations for the update.

As part of the Workshop, there will be facilitated open dialogue with Councilmembers, Commissioners, and community members on the Planning Area to be used for the Update, to hear about the major planning issues and opportunities facing Ukiah and to gain input on the community's vision for the future. The feedback gathered at the workshop will help inform upcoming phases of the Update including the Issues and Opportunities Evaluations, the General Plan Vision and Guiding Principles, Land Use Alternatives, and the Policy Document. A summary of the meeting and feedback gathered from the Council, Commission, and community members will be available within a week following the joint workshop.

---

**RECOMMENDED ACTION:**

Participate in joint workshop to discuss and provide feedback on the kickoff to the Ukiah 2040 General Plan Update.

---

**BUDGET AMENDMENT REQUIRED:** N/A

---

**CURRENT BUDGET AMOUNT:** N/A

---

**PROPOSED BUDGET AMOUNT:** N/A

---

**FINANCING SOURCE:** N/A

---

**PREVIOUS CONTRACT/PURCHASE ORDER NO.:** N/A

---

**COORDINATED WITH:** Brent Gibbons, Project Manager- Mintier-Harnish

Approved:

  
Sage Sangiacomo, City Manager

# Ukiah General Plan Update

Joint Workshop

May 14, 2019



# Introductions



# Mintier Harnish

## About us...

**Established in 1985**

**Planning and community engagement specialists**

**Prepared over 50 general plans**

**Sacramento-based small business (10 employees)**

**Large network of teaming partners**

**Customize our teams for each project**



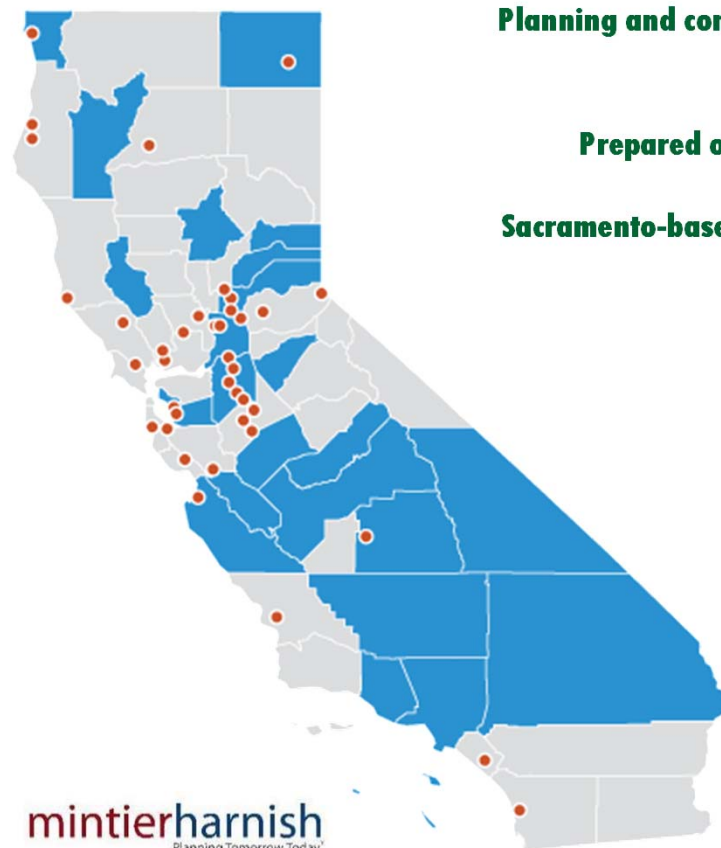
**Rick Rust, AICP, GISP**  
Update Director



**Brent Gibbons, AICP**  
Update Manager



**Jim Harnish, JD**  
Advisor



**mintierharnish**  
Planning Tomorrow Today™

# Our Team

## Environmental



**Matt  
Maddox**



## Mobility



**Jim  
Damkowitz**



# Joint Workshop Objectives

- Overview of a General Plan and the requirements
- The General Plan update process
- Outreach program
- Discussion on assets, issues, and opportunities
- Vision and Guiding Principles

# What is the General Plan?

- Required by State law for city, town, and county
- Guides long-term decisions (2040)
- Addresses a broad range of topics, organized by “element”
- Represents the community vision for the future

## II. INTRODUCTION

### 1 WHAT IS A GENERAL PLAN?

**C**ALIFORNIA LAW REQUIRES each City and County to adopt a comprehensive and long-term General Plan to define how the area will develop over the next twenty years. The General Plan has been referred to as the “constitution” or “blueprint” for development. It provides the long-term and comprehensive policy program for all aspects of development, growth, and use in the Ukiah Valley. The City of Ukiah and its location in Mendocino County are shown in Figure II.1-A on page 2.

The law requires that a General Plan address seven broad topics called *elements*. Each element focuses on a specific set of issues, but at the same time ranks in equal importance with the other elements. The General Plan is the ultimate legal control over issuance of building permits, approval of new subdivisions, use permits, general development, and even the acquisition, construction or expansion of City and County facilities. The General Plan represents the City Council’s and Board of Supervisors’ policy programs. The Plan provides guidance to the Planning Commission and Staff and is the foundation upon which all development and building regulations are based.

The Ukiah General Plan revision and Growth Management program is more comprehensive than just a development program. The Plan is intended to meet the needs of the City Council for the incorporated City and its sphere of influence. It is also intended to meet the needs of the Board of Supervisors for the unincorporated portions of the Ukiah Valley. The Plan addresses the important beliefs about how the area will grow as determined by those who live and work in the Valley. It proposes goals and policies for not only the City proper but the entire unincorporated Valley — subject to Board of Supervisors concurrence. The General Plan represents a compilation of dreams, aspirations, instructions to the future, and the reasons why each is important to the area.

Although the Plan represents the community’s vision, it has to meet state legal mandates

To provide the legal mechanisms of making the General Plan work for the people of the Valley, the dreams are converted to statements called *goals*. The aspirations become the City Council’s — and potentially Board of Supervisors’ — *policies* or policy direction to its staff. The instructions for the future will be spelled out as *implementation measures*. So that in the future people will understand why the City and possibly the County took these actions, the reasons are spelled out as summaries of major findings.

# General Plan Update Focus

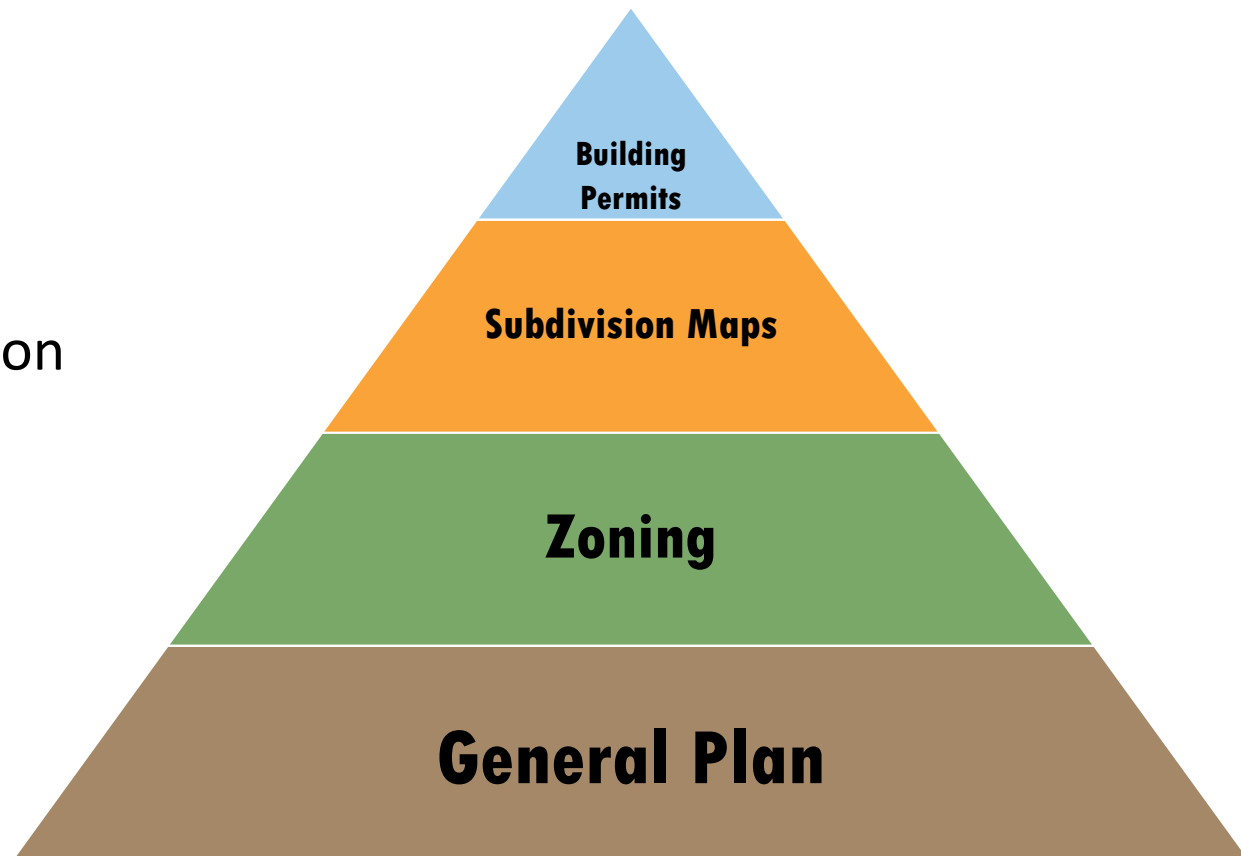
- Land use
- Transportation and mobility
- Environmental sustainability
- Evaluation and modifications to objective standards
- Fiscal stability/responsibility

# General Plan Update Focus

- Diversity/inclusivity
- Emerging trends
- Recent State laws and General Plan Guidelines
- Refinements and updates as necessary to the vision, goals, policies, and action items in the General Plan
- Participatory community engagement

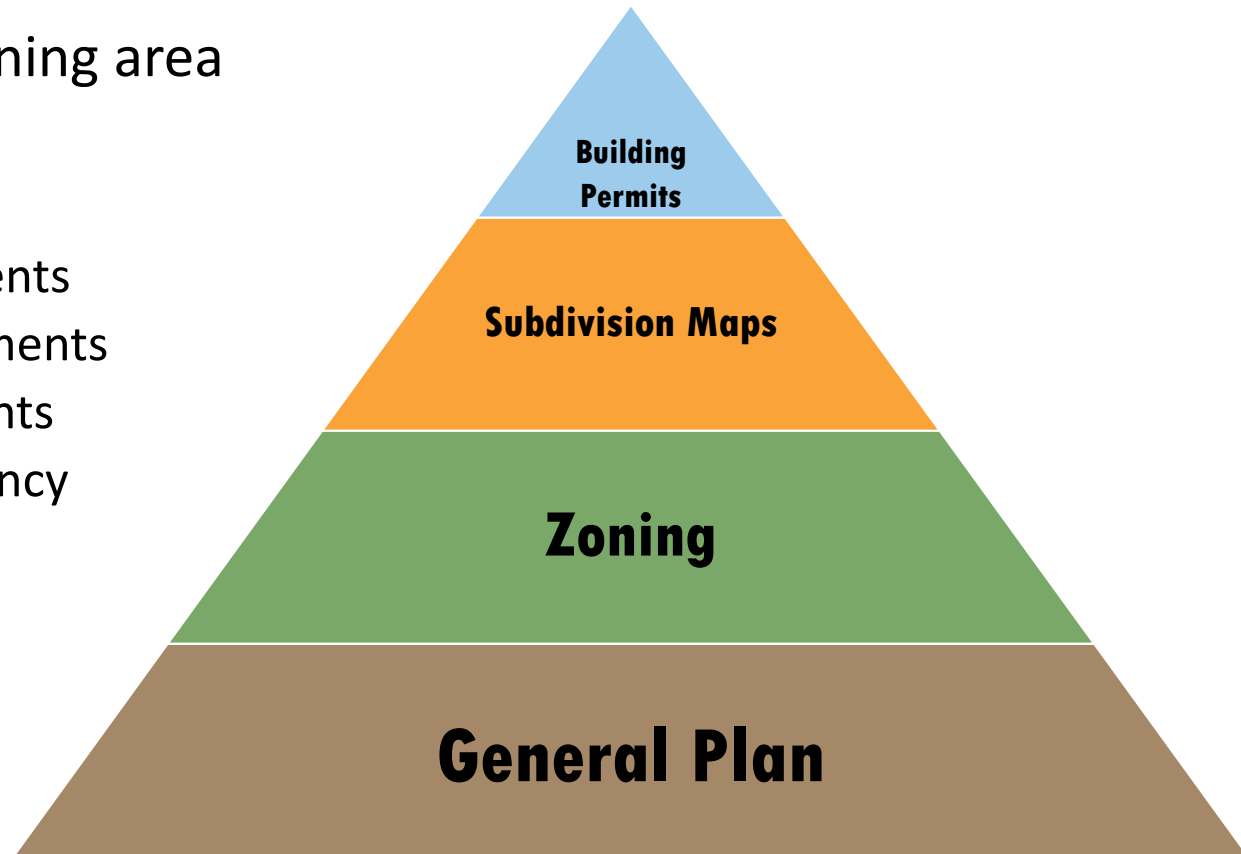
# General Plan Update Focus

- General
- Comprehensive
- Long-term planning horizon (20-25 years)



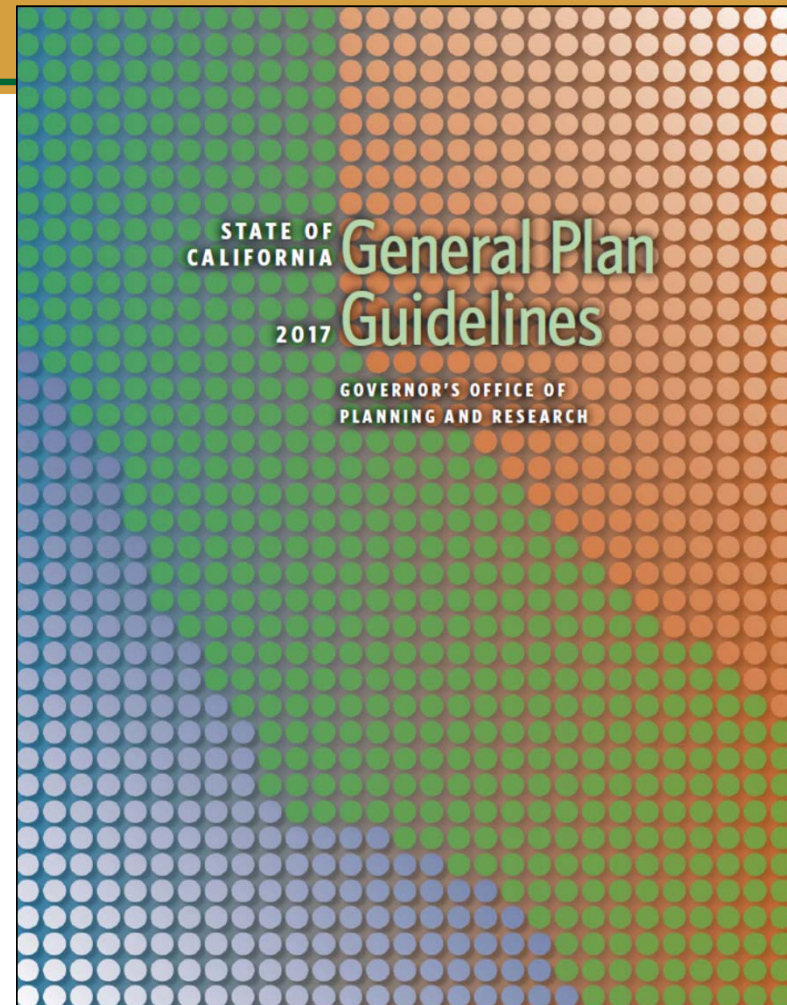
# General Plan Update Focus

- Covers an identified planning area
- Internal consistency
  - Equal status among elements
  - Consistency between elements
  - Consistency within elements
  - Text and diagram consistency



# Required Elements

- Land Use
- Circulation
- Housing
- Conservation
- Open Space
- Safety
- Noise
- Environmental Justice



# New State Requirements



**Environmental  
Justice**



**Tribal Consultation**



**Complete Streets**



**Vehicle Miles  
Traveled**



**GHG Emissions**



**Climate Change  
Adaptation**



**Wildfires and  
Flooding**



**Housing Sites and  
Streamlining**

# Connection to City's Strategic Plan Goals



## **Plan for the Future**

Utilize sound principles for valley-wide planning.



## **Enhance Our Neighborhoods**

Foster a sense of small-town life by embracing our diversity and supporting our residents with quality services and vibrant places (People, Places, Services).



## **Grow Our Businesses**

Facilitate the development of a sound local economy that attracts investment, promotes economic diversity, supports businesses, creates employment opportunities, and generates public revenues.



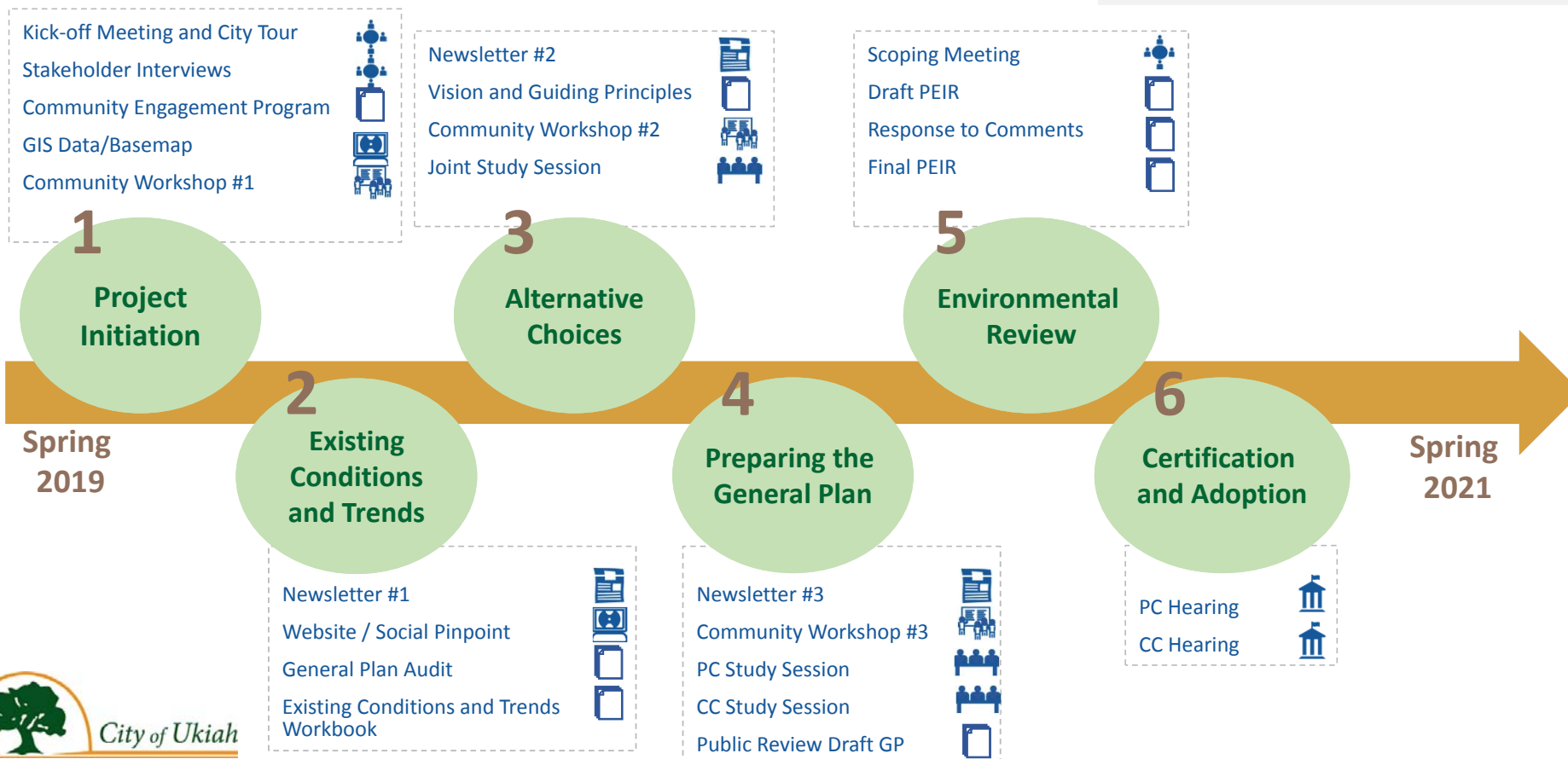
## **Develop Quality Infrastructure**

Implement a prioritized plan for maintaining and improving public infrastructure and utilities.

# Update Process



# Work Program



# Outreach Program

PROJECT WEBSITE

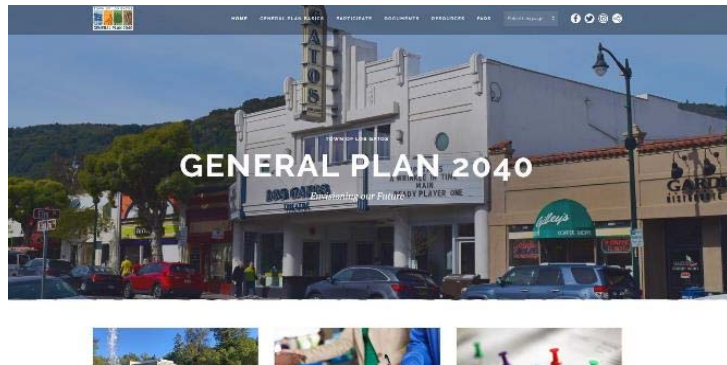
EMAIL BLASTS

NEWSLETTERS

PRESS RELEASES

SOCIAL PINPOINT

WORKSHOPS



[ukiah2040.com](http://ukiah2040.com)



# Outreach Program

PROJECT WEBSITE

EMAIL BLASTS

NEWSLETTERS

PRESS RELEASES

SOCIAL PINPOINT

WORKSHOPS



## Welcome!

The General Plan Update is a pivotal opportunity to shape the future of Los Gatos. Through this process, the Town and consulting team will consider many new pertinent topics, including environmental justice and public health, to ensure Los Gatos is positioned to achieve its vision for the future.



As this project progresses, this website will be your primary source for access to all materials related to the General Plan Update, including project documents, meeting dates and times, and information on the basics of a general plan to get you oriented to this process.

## What is a General Plan?

Every jurisdiction in California must have a general plan, which is the local government's long-term framework or "constitution" for future growth and development. The general plan represents the community's vision of its future and addresses the



### Draft Health and Quality of Life Element Released for Review!

The draft Health and Quality of Life Element will be reviewed by the Human Relations Commission, General Plan Advisory Committee, and Planning Commission at the public meetings listed below. The draft element includes policies and programs that promote a healthy lifestyle and improve residents' quality of life. The element also addresses potential environmental justice issues within the community as required by recent state legislation, which was informed by preparation of an environmental justice analysis. Click [here](#) to view or download the draft element and environmental justice analysis from the project website.

**Wednesday, January 23, 2019**  
*Human Relations Committee*  
*Meeting starts at 7:00 P.M.*  
*City Council Conference Room*  
*34009 Alvarado-Niles Road*

# Outreach Program

PROJECT WEBSITE

EMAIL BLASTS

NEWSLETTERS

PRESS RELEASES

SOCIAL PINPOINT

WORKSHOPS



NEWSLETTER #1: GENERAL PLAN OVERVIEW

## Los Gatos General Plan 2040!

We are excited to announce that in October 2018, the Town of Los Gatos kicked off the update to the Town's General Plan. The update is scheduled to take approximately two years, and throughout the process, the public is welcome to provide input on how Los Gatos should evolve over the next two decades.

## What is a General Plan?

Every jurisdiction in California must have a General Plan, which is the local government's long-term framework or "constitution" for future growth and development. The General Plan represents the community's view of its future and expresses the community's goals. The General Plan contains the goals and policies upon which the Town Council and Planning Commission will base their land use and resource decisions. California State law requires that each Town, City, and County must adopt a General Plan for the physical development of the jurisdiction and any land outside its boundaries that bears relation to its planning. Typically, a General Plan is designed to address the issues facing the jurisdiction for the next 20 years.

A general plan has three defining features:

- **General.** A General Plan provides general policy guidance that will be used to direct future land use and resource decisions.
- **Comprehensive.** A General Plan is comprehensive, covering topics such as land use, housing, economic development, infrastructure, public safety, recreation, natural resources, and much more.
- **Long-Range.** A General Plan provides guidance on reaching a future envisioned 20 or more years in the future. To achieve the vision, a comprehensive plan includes goals, policies, and actions that address both immediate and long-term needs.

## VISIT THE UPDATE WEBSITE TO:

- Stay informed
- Find out about upcoming meetings
- Sign up for email updates
- Share your ideas on the Town's future



## HAVE QUESTIONS?

Town of Los Gatos  
Planning Division  
GP2040@losgatosca.gov

losgatos2040.com

# Outreach Program

PROJECT WEBSITE

EMAIL BLASTS

NEWSLETTERS

PRESS RELEASES

SOCIAL PINPOINT

WORKSHOPS



The screenshot shows the City of Ukiah website. At the top is the City of Ukiah logo and a search bar. Below the logo is a navigation bar with links to Calendar, City Directory, Comments, Utility Services, Recreation, and recdesk. The main content area is divided into two columns. The left column is titled 'City Departments' and lists various departments: Airport, City Clerk, City Council, City Manager, Community Development, Community Services, Electric Utility, Finance, Fire (Ukiah Valley Fire Authority), Human Resources, Information Technology, and Office of Emergency Management. The right column is titled 'RESIDENTS', 'BUSINESSES', 'VISITORS', 'CITY HALL', and 'PROJECTS & NEWS'. Below this is a banner image of the City of Ukiah Civic Center. Under the banner is a section titled 'Press Releases, Notices, & Bulletins' with a sub-section 'Press Releases' listing several recent releases.

**City Departments**

- ▶ Airport
- ▶ City Clerk
- ▶ City Council
- ▶ City Manager
- ▶ Community Development
- ▶ Community Services
- ▶ Electric Utility
- ▶ Finance
- ▶ Fire (Ukiah Valley Fire Authority)
- ▶ Human Resources
- ▶ Information Technology
- ▶ Office of Emergency Management

**Press Releases, Notices, & Bulletins**

**Press Releases**

- April 5, 2019 - Notice of Electric Vehicle Charging Rate
- March 27, 2019 - Babcock Lane Street Closure
- February 27, 2019 - Evacuation Warning Lifted For Oak Manor Neighborhood
- February 26, 2019 - Winter Storm
- January 31, 2019 - City Of Ukiah Announces Douglas Hutchison As New Fire Chief
- December 13, 2018 - Riverside Park Closed Due To Construction
- December 13, 2018 - Community Meeting Fire Mitigation Measures With Map
- October 12, 2018 - Public Notice to Amend Conflict of Interest Code
- October 2, 2018 - City of Ukiah News Release Rapid Review
- September 18, 2018 - Street Closures
- August 10, 2018 - Extended Filing Period for City Council Seats

The Ukiah  
DAILY JOURNAL

 **Nextdoor**



# Outreach Program

PROJECT WEBSITE

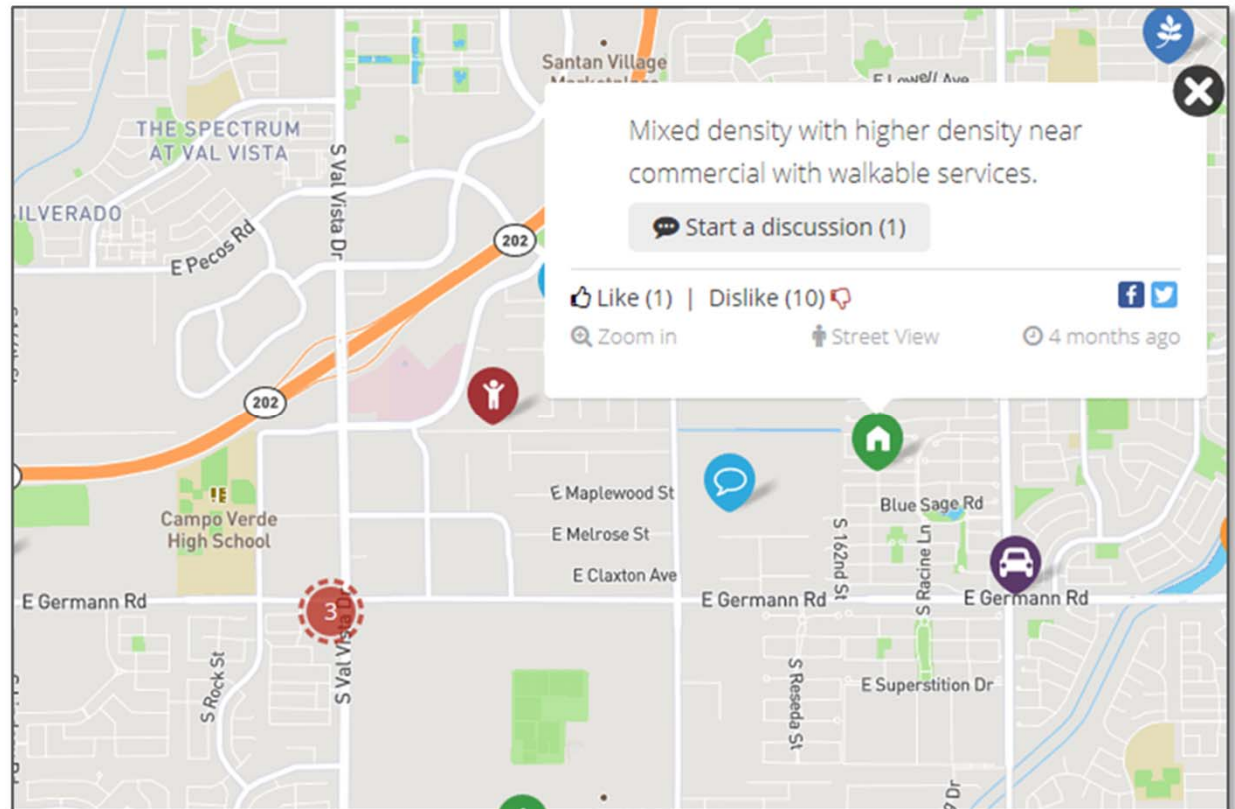
EMAIL BLASTS

NEWSLETTERS

PRESS RELEASES

**SOCIAL PINPOINT**

WORKSHOPS



# Outreach Program

PROJECT WEBSITE

EMAIL BLASTS

NEWSLETTERS

PRESS RELEASES

SOCIAL PINPOINT

WORKSHOPS



# Discussion of Assets, Issues, and Opportunities



## Discussion Items

1. When the General Plan Update is complete, what would make you feel the process was successful?
2. What are the key issues that the General Plan should address?
3. What are the key opportunities on which the General Plan should capitalize?
4. For public engagement, what are the most effective means to get the word out about upcoming meetings?