



Planning Commission

Regular Meeting **AGENDA**

(to be held both at the physical location and in the virtual location below)

Civic Center Council Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link: <https://zoom.us/j/91264543193>

or Dial Toll-Free: [1-833-548-0276](tel:1-833-548-0276) or [833-548-0282](tel:833-548-0282)

To raise hand: enter *9; To Speak: after being recognized, enter *6 to unmute
or One tap mobile (for easy connection on smartphones):

US: [+16699009128](tel:+16699009128), [91264543193](tel:+191264543193) or [13462487799](tel:+13462487799), [91264543193](tel:+191264543193)

April 27, 2022 - 6:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

4.a. Approval of the Minutes of March 23, 2022, Planning Commission Meeting

Recommended Action: Approve the Minutes of March 23, 2022, Planning Commission Meeting

Attachments:

1. March 23, 2022, Planning Commission Minutes-Draft

4.b. Approval of the Minutes for April 12, 2022, a Special Joint Meeting with Ukiah City Council and the Planning Commission.

Recommended Action: Approve the Minutes of April 12, 2022, a Special Joint Meeting with Ukiah City Council and the Planning Commission.

Attachments:

1. April 12, 2022, Special Joint Meeting-City Council & PC - Minutes Draft

5. APPEAL PROCESS

All determinations of the Planning Commission regarding major discretionary planning permits are final unless a written appeal, stating the reasons for the appeal, is filed with the City Clerk within ten (10) days of the date the decision was made.

An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken. For items on this agenda, the appeal must be received by May 9, 2022.

6. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

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

7. SITE VISIT VERIFICATION

8. VERIFICATION OF NOTICE

9. PLANNING COMMISSIONERS REPORT

10. DIRECTOR'S REPORT

11. CONSENT CALENDAR

12. NEW BUSINESS

12.a. Presentation of Annual Housing Report

Recommended Action: Receive report, and possibly discuss with Staff.

Attachments:

1. Housing Report_PC_2022_04_27

13. UNFINISHED BUSINESS

14. ADJOURNMENT

Please be advised that the City needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available at the Civic Center, 300 Seminary Ave. Ukiah, CA 95482; and online at: www.cityofukiah.com/meetings/ at the end of the next business day. **To view the meeting without participating go to: <http://www.cityofukiah.com/meetings/>**

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

Dated: April 20, 2022

Stephanie Abba, Planning Commission Secretary

**CITY OF UKIAH
PLANNING COMMISSION REGULAR MEETING
MINUTES**

Virtual Meeting Link
<https://zoom.us/j/91264543193>
Ukiah, CA 95482
March 23, 2022
6:00 p.m.

1. CALL TO ORDER

The City of Ukiah Planning Commission held a Regular Meeting on March 23, 2022. The meeting was legally noticed on March 16, 2022. Chair Christensen called the meeting to Order at 6:00 p.m. on the following virtual link: <https://zoom.us/j/91264543193>

CHAIR CHRISTENSEN PRESIDING.

2. ROLL CALL

Roll was taken with the following **Commissioners Present:** Rick Johnson; Michelle Johnson; Alex de Grassi; and Laura Christensen. **Commissioners Absent:** Mark Hilliker; **Staff Present:** Craig Schlatter, Community Development Director; Jesse Davis, Planning Manager; and Stephanie Abba, Planning Commission Secretary.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. APPROVAL OF MINUTES

a. Approval of the Draft Minutes of March 9, 2022, a Regular Meeting as submitted.

Motion/Second: deGrassi/R. Johnson to approve the Minutes of March 9, 2022, a Regular Meeting; as submitted. Motion **carried** by the following roll call vote: **AYES:** R. Johnson, M. Johnson, de Grassi, and Chair Christensen. **NOES:** None. **ABSENT:** Hilliker. **ABSTAIN:** None.

5. APPEAL PROCESS

No appeals were received.

6. COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

No public comment was received

7. SITE VISIT VERIFICATION

Verified by Commissioners

8. VERIFICATION OF NOTICE

Verified by Staff

Commissioner Hilliker arrived at 6:06 p.m.

9. PLANNING COMMISSIONERS' REPORTS

Reports received regarding the Planning Commissioners Conference. Each Commissioner shared their experiences at the conference.

10. PLANNING COMMISSION DIRECTOR'S REPORT

Report received

11. **CONSENT CALENDAR**

No items on the consent calendar.

12. **NEW BUSINESS**

a. Request for consideration of a proposed Major Use Permit to allow phased development of 1117 Commerce Drive (Project Site). Phase 1 Facilitates the construction of a 7,973 sq. ft. concrete masonry structure for the repair, maintenance, cleaning, and detailing of automobiles exclusively associated with Fowler Automotive.

Presenter: Jesse Davis, Planning Manager

Public Comment: Lee Kraemer; Kevin Doble, LACO Agent; Steve Honeycutt, LACO Agent; Jeff Fowler, Owner; John Goldman, Architect.

Motion/Second: R. Johnson/Hilliker to Approve the proposed Major Use Permit, based on the Findings in Attachment 1, and Subject to the Conditions of Approval in Attachment 2. Motion **carried** by the following roll call vote: AYES: R. Johnson, M. Johnson, de Grassi, Hilliker, and Chair Christensen. NOES: None. ABSENT: None. ABSTAIN: None.

13. **UNFINISHED BUSINESS**

a. **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:25 p.m.

Stephanie Abba, Planning Commission Secretary

CITY OF UKIAH
CITY COUNCIL and PLANNING COMMISSION MINUTES
Special Joint Meeting
CIVIC CENTER COUNCIL CHAMBERS
300 Seminary Avenue
Ukiah, CA 95482
Virtual Link: <https://zoom.us/j/97199426600>
April 12, 2022
5:30 p.m.

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

Ukiah City Council and Planning Commission met at a Special Joint Meeting on April 12, 2022, having been legally noticed on April 7, 2022. The meeting was held both in person and virtually (<https://zoom.us/j/97199426600>.) Mayor Brown and Chair Christensen called the meeting to order at 5:35 p.m. Roll was taken with the following **Councilmembers Present:** Juan V. Orozco, Douglas F. Crane, Mari Rodin, Josefina Duenas (*arriving at 6:13 p.m.*) and Jim O. Brown. **Planning Commissioners Present:** Alex de Grassi, Douglas "Rick" Johnson, Mark Hilliker, and Laura Christensen. **Commissioners Absent:** Michelle Johnson. **Staff Present:** Sage Sangiacomo, City Manager; David Rapport, City Attorney; and Kristine Lawler, City Clerk.

MAYOR BROWN PRESIDING.

The Pledge of Allegiance was led by Commissioner Hilliker.

2. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comment was received.

Planning Commissioners and Councilmembers introduced themselves.

3. UNFINISHED BUSINESS

a. Receive Presentation and Provide Direction to Staff Regarding the Preferred Land Use Alternative for the Ukiah 2040 General Plan.

Presenters: Craig Schlatter, Community Development Director; Rick Rust, Mintier-Harnish; Jesse Davis, Planning Manager; Brent Gibbons, Mintier-Harnish; Michelle Irace, Planning Manager; Mireya Turner, Planning Manager; and Jim Harnish, Mintier-Harnish.

City Clerk, Kristine Lawler, read correspondence received from Commissioner Michelle Johnson in favor of Alternative 3.

Public Comment: Pinky Kushner (*via virtual chat box, read by Clerk*); Devon Boer, Mendocino County Farm Bureau; and JoAnn Saccato, NorCal 4 Health.

Mayor Brown passed the gavel to Chair Christensen.

COMMISSION ACTION:

Motion/Second: de Grassi/R. Johnson to direct Staff to proceed with the preferred land use Alternative 3 for the 2040 General Plan. Motion **carried** by the following roll call votes: AYES: De Grassi, R. Johnson, Hilliker, and Christensen. NOES: None. ABSENT: M. Johnson. ABSTAIN: None.

Chair Christensen passed the gavel back to Mayor Brown.

COUNCIL ACTION:

Motion/Second: Duenas/Crane to direct Staff to proceed with the preferred land use Alternative 3 for the 2040 General Plan. Motion **carried** by the following roll call votes: AYES: Orozco, Crane, Rodin, Duenas, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

4. NEW BUSINESS

5. ADJOURNMENT

There being no further business, the meeting adjourned at 7:28 p.m.

Kristine Lawler, City Clerk



AGENDA SUMMARY REPORT

SUBJECT: Presentation of Annual Housing Report

DEPARTMENT: Community
Development

PREPARED BY: Mireya Turner, Planning Manager

PRESENTER: Craig Schlatter, Jesse Davis and Mireya Turner

ATTACHMENTS:

1. Housing Report_PC_2022_04_27

Summary: Staff will present the Annual Housing Report, including permit reports, Housing Element accomplishments and new legislation.

Background: Government Code requires the City's Community Development Department to provide an annual report to the City Council, Governor's Office of Planning and Research (OPR), and the California Department of Housing and Community Development (HCD) regarding the City's progress in implementing its adopted housing element. The 2021 Housing Element Annual Progress Report will be the second report for the 6th Planning Cycle and 2019-2027 Housing Element.

Discussion: Staff has completed the 2021 Housing Element Annual Progress Report describing housing production in 2021 toward the City meeting its share of the regional housing needs, as well as progress on implementation of the 2019-2017 Housing Element programs.

Recommended Action: Receive report, and possibly discuss with Staff.



Annual Housing Report

Craig Schlatter, Director
Jesse Davis, Planning Manager
Mireya G. Turner, Planning Manager
City of Ukiah Department of Community Development

6th Cycle – Final Proposed Allocation

	Very Low	Low	Moderate	Above Moderate	Total	Percentage Total
Mendocino County	291	179	177	702	1,349	73.1%
Ukiah	86	72	49	32	239	13%
Fort Bragg	60	31	23	23	137	7.4%
Willits	34	25	17	35	111	6%
Point Arena	3	1	3	2	9	0.5%
	474	308	269	794	1,845	

2021 STATE INCOME LIMITS

Number of Persons in Household		1	2	3	4	5	6	7	8
Mendocino County Area Median Income: \$70,700	Extremely Low	\$14,700	\$17,240	\$21,720	\$26,200	\$30,680	\$35,160	\$39,640	\$44,120
	Very Low (0-50% AMI)	\$24,500	\$28,000	\$31,500	\$34,950	\$37,750	\$40,550	\$43,350	\$46,150
	Low (51-80% AMI)	\$39,150	\$44,750	\$50,350	\$55,900	\$60,400	\$64,850	\$69,350	\$73,800
	Moderate (81% to 120% AMI)	\$49,500	\$56,550	\$63,650	\$70,700	\$76,350	\$82,000	\$87,650	\$93,300
	Above Moderate (120%+ AMI)	\$59,400	\$67,900	\$76,350	\$84,850	\$91,650	\$98,450	\$105,200	\$112,000



6th Cycle – Housing Element

City of Ukiah - Residential Permits Issued

Income Level		RHNA Allocation by Income Level	2019	2020	2021
Very Low	Deed Restricted	86	-	-	30
	Non-Deed Restricted		-	-	-
Low	Deed Restricted	72	-	30	-
	Non-Deed Restricted		2	1	-
Moderate	Deed Restricted	49	-	-	-
	Non-Deed Restricted		-	5	6
Above Moderate	N/A	32	-	9	3
Total RHNA		239	2	45	39

2022 HCD APR – Accepted on 04/06/2022
2022 OPR APR – Accepted on 02/24/2022

6th Cycle – Housing Element

City of Ukiah - Residential Permits Issued

Income Level	6th Cycle			
	2019	2020	2021	2022 (To Date)
Very Low	0	0	30	20
Low	2	31	0	-
Moderate	0	5	6	2
Above Moderate	0	9	3	3
Total	2	45	39	25

Project Pipeline

- Acorn Plaza, 210 East Gobbi
 - 71 Units (TBD)
- Myron Street – Planned Dev.
 - 3 SFRs (May, 2022)
- Live Oak, 555 So. Orchard
 - Phase 2 – 20 Units (Feb, 2022)

Income Level	Units Required (6 th Cycle)	Units Issued To Date (6 th Cycle)	Units Remaining 6 th Cycle
Very Low	86	30	56
Low	72	33	39
Moderate	49	11	38
Above Moderate	32	12	20

Accessory Dwelling Units – 2020-2022

Permit #	ADU Type	Status
5057	Existing Detached Accessory Structure	Issued 02/25/2020
5098	Interior Conversion	Issued 02/19/2020
5174	Existing Detached Accessory Structure	Closed (C/O)
5234	Existing Detached Accessory Structure	Closed (C/O)
5374	Existing Detached Accessory Structure	Under Review
5596	Existing Garage Conversion	Issued - 09/09/2020
5647	Existing Garage Conversion	Under Review
5839	Existing Detached Accessory Structure	Closed (C/O)
5873	Existing Garage Conversion	Issued - 02/18/2021
5920	New Detached	Closed (C/O)
5962	Existing Garage Conversion	Under Review
6325	Existing Garage Conversion	Closed (C/O)
6385	Existing Detached Accessory Structure	Issued - 08/06/2021
6590	Existing Garage Conversion	Issued - 10/22/2021
6714	Above Garage Conversion	Issued - 01/10/2022
6726	Existing Detached Accessory Structure	Issued - 01/10/2022
6826	New Detached Garage w/ADU	Under Review



Senate Bill 9, Atkins

County Name	Existing SFR Lots	SFR Lots Eligible for SB 9	Additional Lots with 1+ Unit Capacity Under SB 9	SB 9 Net Change: Market Feasible Units	SB 9 Net Units Per Eligible Lot
Lake	27,095	10,257	60	1,000	0.10
Mendocino	19,350	8,949	90	1,500	0.17
Sonoma	124,610	103,452	2,688	16,500	0.16
Humboldt	35,672	22,560	93	2,500	0.11



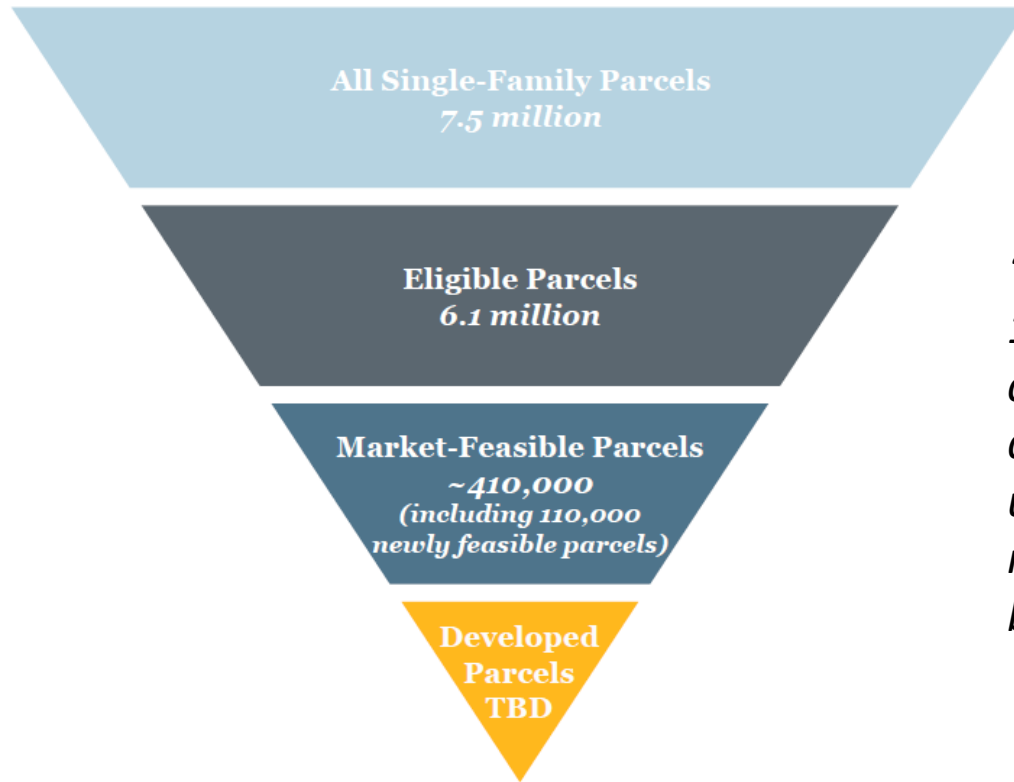
TURNER FOR HOUSING
CENTER INNOVATION
UC BERKELEY

A TURNER CENTER REPORT - JULY 2021

Will Allowing Duplexes and Lot Splits on Parcels Zoned for Single-Family Create New Homes?

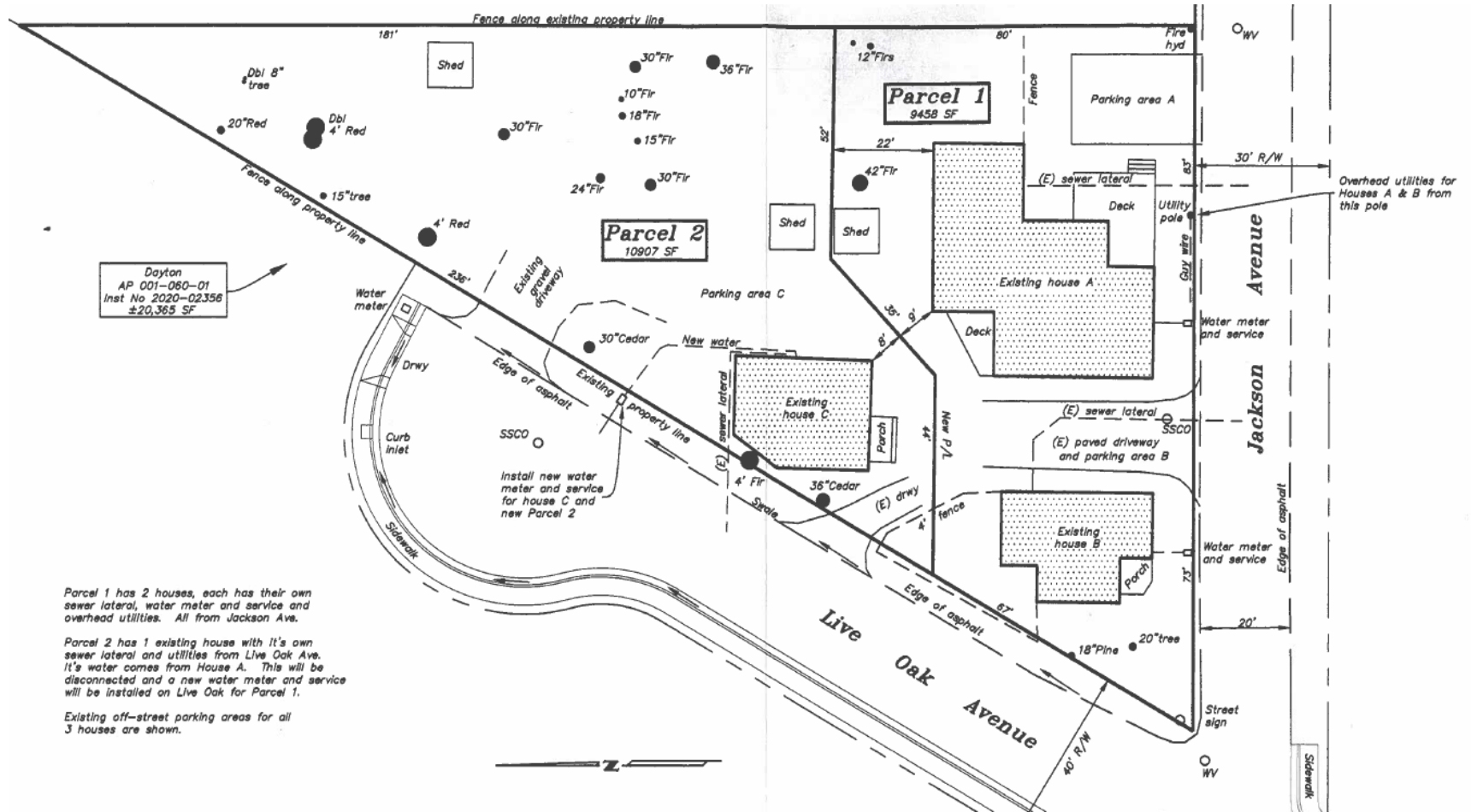
Assessing the Viability of New Housing Supply Under California's Senate Bill 9

Senate Bill 9, Atkins



“Our analysis found that a 10% decrease in construction costs could increase the amount of market-feasible units by 5%, or roughly 36,000 more units than the 700,000 baseline impact of SB 9.”

Senate Bill 9, Atkins



City of Ukiah

2019 – 2027 HOUSING ELEMENT



Housing Element Update 2019-2027

Draft completed: July 12, 2019

Adopted: October 23, 2019

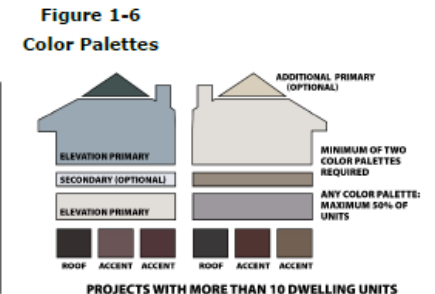
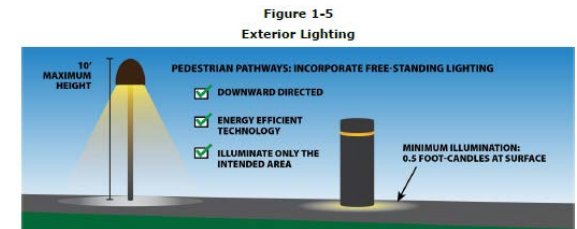
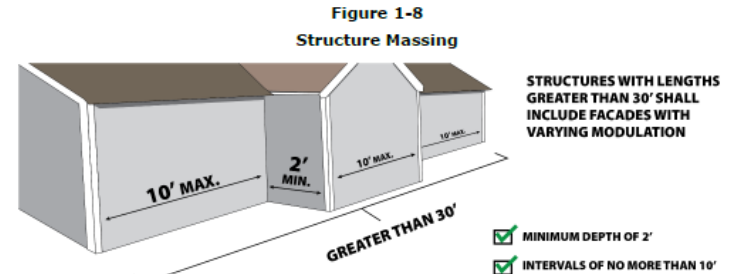
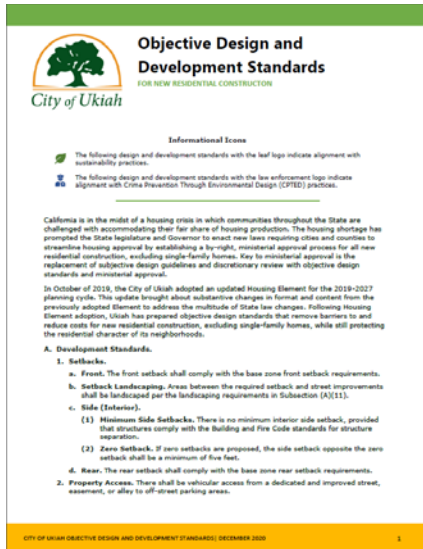
Certified by HCD: December 5, 2019

Prepared by:
City of Ukiah Community Development Department
300 Seminary Ave. Ukiah, CA 95482
www.cityofukiah.com/community-development



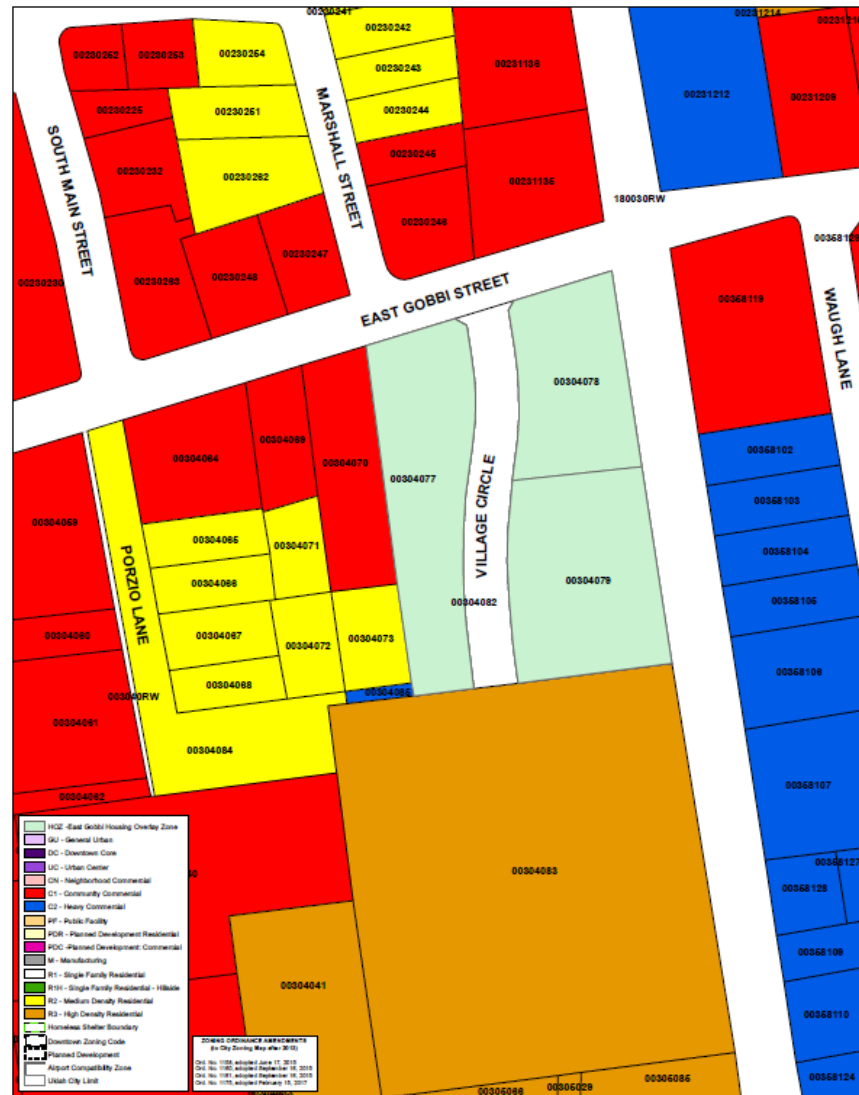
OBJECTIVE DESIGN AND DEVELOPMENT STANDARDS

FLEXIBLE PARKING OPTIONS



HOUSING OVERLAY ZONE

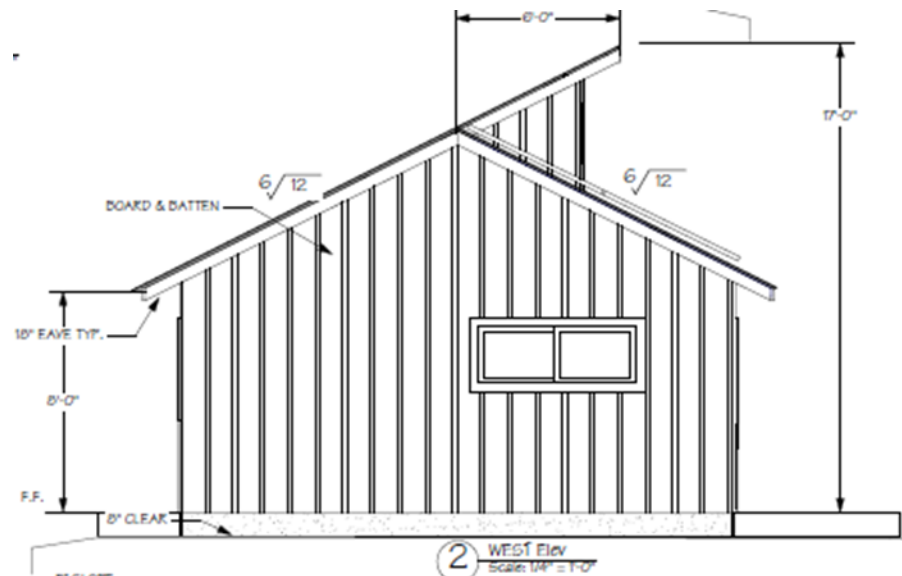
CITY OF UKIAH ZONING MAP



City of Ukiah

OTHER AMENDMENTS

- Density
- Height
- Setbacks (Required Yards)
- Required Site Area
- Allowed/Permitted Uses



ZONING ORDINANCE AMENDMENT

City of Ukiah

[City Directory](#) [Utility Services](#) [Calendar](#) [Recreation](#) [rec desk](#)

RESIDENTS | BUSINESSES | VISITORS | CITY HALL | PROJECTS & NEWS

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☐ DIVISION 1 GOVERNMENT

☐ DIVISION 2 BUSINESS

☐ DIVISION 3 BUILDING

☐ DIVISION 4 UTILITIES

☐ DIVISION 5 HEALTH AND SANITATION

☐ DIVISION 6 SAFETY

☐ DIVISION 7 POLICE REGULATIONS

☐ DIVISION 8 TRAFFIC

☐ DIVISION 9 PLANNING AND DEVELOPMENT

☐ ORDINANCE TABLE

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UKIAH CITY CODE

A Codification of the General Ordinances
of the City of Ukiah, California

CODE PUBLISHING COMPANY | Seattle, Washington

[Home](#) [<](#) [>](#)

The Ukiah City Code is current through Ordinance 1218, passed October 6, 2021.

Disclaimer: The City Clerk's office has the official version of the Ukiah City Code. Users should contact the City Clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <http://www.cityofukiah.com/>
City Telephone: (707) 463-6217

[Code Publishing Company](#)

EDUCATIONAL OUTREACH



CITY OF UKIAH
 Department of Community Development

300 Seminary Avenue, Ukiah, CA 95482
 Phone (707) 463-6268

Web address: www.cityofukiah.com/community-development/

New Residential Construction Design and Development Standards Checklist

The following standards apply to all new residential construction projects, excluding single-family homes. Standards for the other reviewing departments have been added as a supplement to the packet. This checklist is a helpful tool to use during the design stage of the development to ensure your project qualifies to go straight to building permit submission, skipping the discretionary Planning permit process and saving both time and money. Applicants who choose not to adhere to the adopted Objective Standards may still proceed through the City's existing discretionary review process.

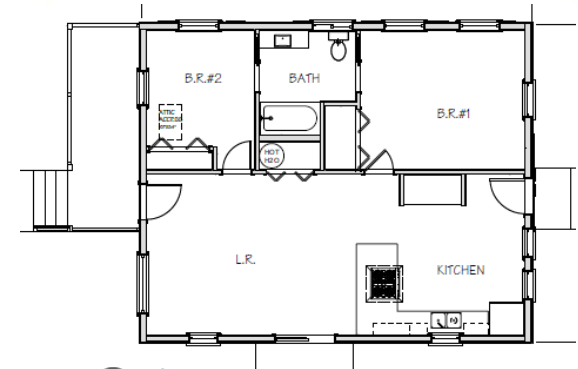
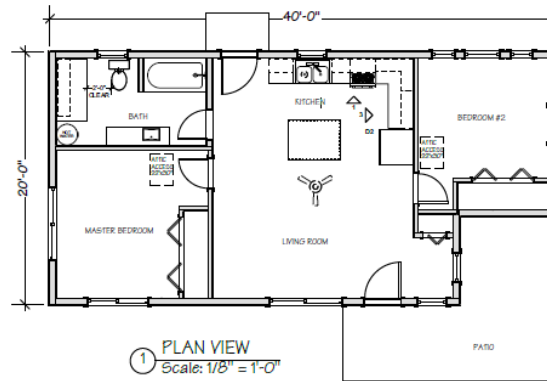


THE PROCESS:

1. Contact Community Development at the number above to schedule a Pre-Development Team Meeting. There is no cost to the developer for this service. The reviewing departments will provide location and project-specific feedback to assist in the development of a complete application.
2. After the Pre-Application Development Team Meeting, submit this completed checklist as part of your Building Permit plan check application.



ACCESSORY DWELLING UNIT (ADU) PLANS



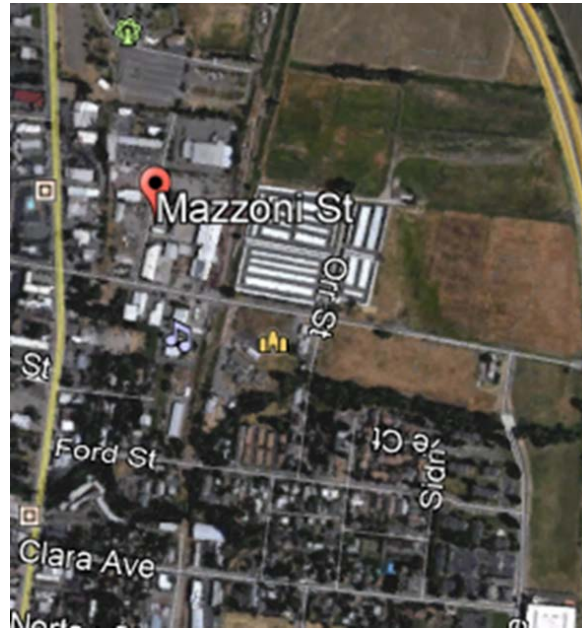
City of Ukiah

MILITARY COMPATIBILITY ANALYSIS

- Referral of all proposed General Plan Amendments
- Requested all large projects



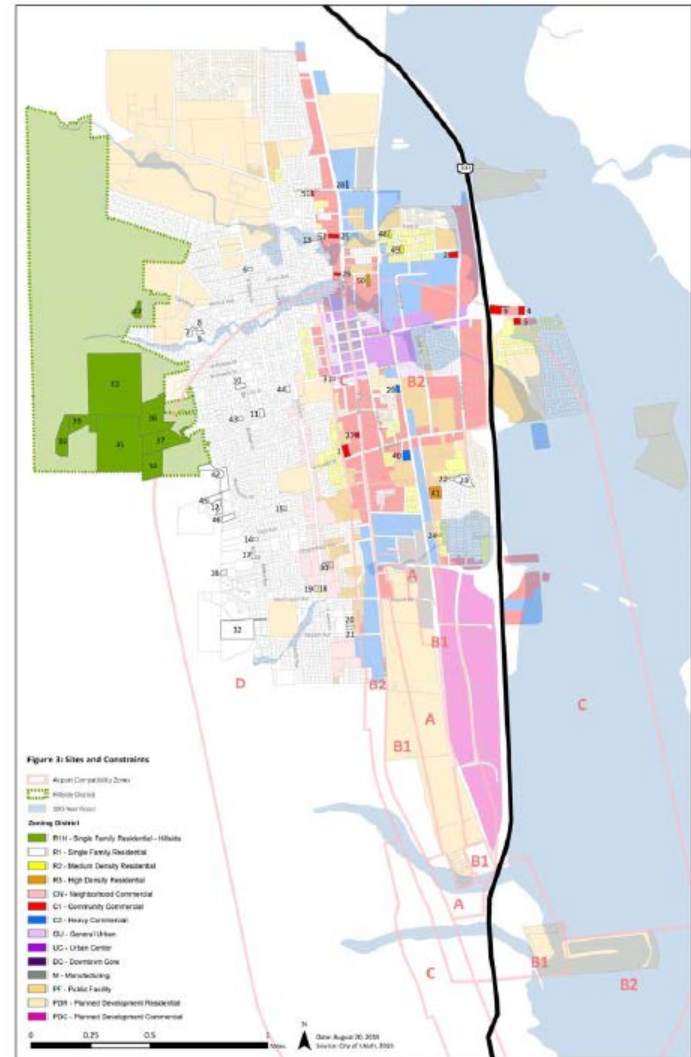
HOMELESS SHELTER OVERLAY ANALYSIS



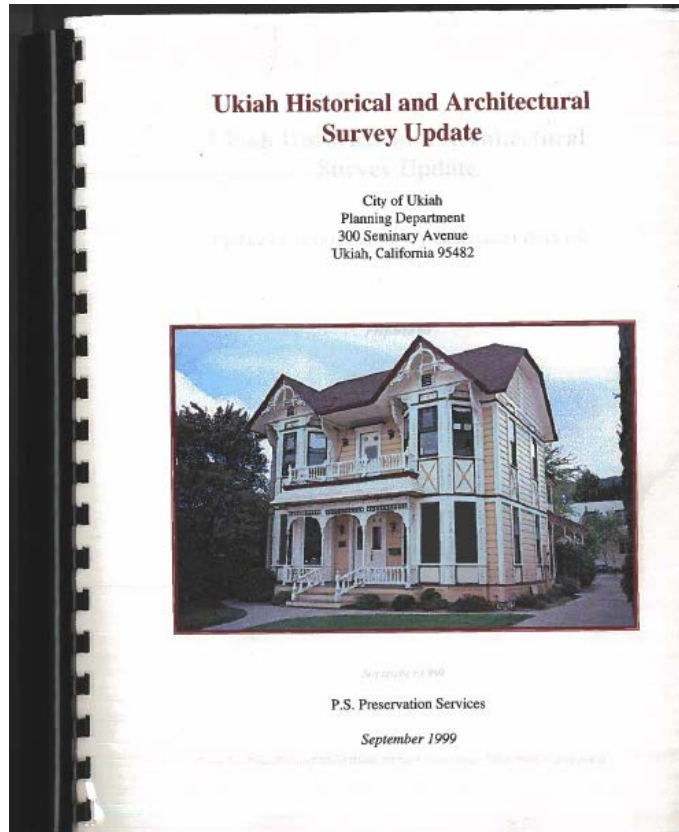
City of Ukiah

VACANT AND UNDERUTILIZED PARCEL LIST

FIGURE 4.1
VACANT AND UNDERUTILIZED SITES AND CONSTRAINTS



2022 PROJECTS



City of Ukiah