



## Planning Commission

### Regular Meeting **AGENDA**

*(the meeting will be held both in-person and virtually at the locations 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 or 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,,91264543193# or 13462487799,,91264543193#

**June 22, 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 April 27, 2022, a Regular Meeting

***Recommended Action: Approve the Minutes of April 27, 2022; a Regular Meeting.***

Attachments:

1. April 27, 2022, 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 June 27, 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. Receive Annual Presentation and Report on Community Development Department

***Recommended Action: Receive annual presentation and report on Community Development Department and discuss with Staff.***

Attachments: None

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 at 300 Seminary Ave. Ukiah, CA 95482; and online at: [www.cityofukiah/meetings/](http://www.cityofukiah/meetings/) at the end of the next business day.

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: June 15, 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  
April 27, 2022  
6:00 p.m.

---

**1. CALL TO ORDER**

The City of Ukiah Planning Commission held a Regular Meeting on April 27, 2022. The meeting was legally noticed on April 20, 2022. Chair Christensen called the meeting to Order at 6:02 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; Alex de Grassi; and Laura Christensen. **Commissioners Absent:** Michelle Johnson, and Mark Hilliker. **Staff Present:** Craig Schlatter, Community Development Director; Mireya Turner, Planning Manager; 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 23, 2022, a Regular Meeting as submitted.**

**Motion/Second:** R Johson/de Grassi to approve the Minutes of March 23, 2022, a Regular Meeting; as submitted. Motion **carried** by the following roll call vote: AYES: R. Johnson, de Grassi, and Chair Christensen. NOES: None. ABSENT: M. Johnson and Hilliker. ABSTAIN: None.

**b. Approval of the Draft Minutes of April 12, 2022, a Regular Meeting as submitted.**

**Motion/Second:** R Johson/de Grassi to approve the Minutes of April 12, 2022, a Regular Meeting; as submitted. Motion **carried** by the following roll call vote: AYES: R. Johnson, de Grassi, and Chair Christensen. NOES: None. ABSENT: M. Johnson and 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*

9. **PLANNING COMMISSIONERS' REPORTS**

*Report received*

10. **PLANNING COMMISSION DIRECTOR'S REPORT**

*Report received*

11. **CONSENT CALENDAR**

*No items on the consent calendar.*

Motion by Commissioner R. Johnson/De Grassi to cancel the meeting of May 11, 2022. Motion **carried** by the following roll call vote: AYES: R. Johnson, de Grassi, and Chair Christensen. NOES: None. ABSENT: M. Johnson and Hilliker. ABSTAIN: None.

*Commissioner Hilliker arrived at 6:34 p.m.*

12. **NEW BUSINESS**

**a. Presentation of Annual Housing Report**

**Presenters:** Jesse Davis, Planning Manager; Mireya Turner, Planning Manager; Craig Schlatter, Community Development Director.

*Commissioner Hilliker departed at 6:55 p.m.*

*No public comment was received.*

*Report received.*

13. **UNFINISHED BUSINESS**

a. **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:24 p.m.

---

Stephanie Abba, Planning Commission Secretary



**AGENDA ITEM NO. 12.a**  
Department of Community Development  
300 Seminary Ave.  
Ukiah, CA 95482

**DATE:** June 14, 2022  
**TO:** Planning Commission  
**FROM:** Craig Schlatter, Director of Community Development  
**SUBJECT:** **12a. Community Development Department Annual Report**

---

This report will be a detailed presentation on the status and projects of the Community Development Department. Topics are expected to include the following:

- Update of current Major Use Permits and Site Development Permits in-process; and estimated dates of Planning Commission hearings
- List of minor permits approved by the Zoning Administrator within the last three months
- 2040 General Plan status and timeline
- Status of implementation of the 2019-2027 adopted Housing Element
- Status of City of Ukiah Sphere of Influence and Municipal Service Review and reorganization applications in-process
- Housing Division projects and updates
- Grants Management Division projects and updates
- Building and Code Enforcement Division status, including number of permits issued and inspections conducted and comparisons to previous years' data
- FY 2022-23 Community Development Department work plan (prior year accomplishments and upcoming year objectives)
- Community Development Department staffing
- Other City of Ukiah projects of interest- including, but not necessarily limited to, Downtown Streetscape, road repairs, Palace Hotel status, and regional collaborative efforts.

The Commission is encouraged to ask questions and discuss with Staff, including on other subjects of interest.