



Zoning Administrator

Regular Meeting **AGENDA**

To participate in the virtual Zoom meeting click on the following link:

<https://us06web.zoom.us/j/82477632669>

Meeting ID: 824 7763 2669

+1 253 215 8782,,82477632669# US (Tacoma)
+17207072699,,82477632669# US (Denver)

October 17, 2022 - 9:00 AM

1. **CALL TO ORDER**

2. **VERIFICATION OF NOTICE**

3. **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 October 27 at 5:00 PM.

4. **COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS**

The Zoning Administrator (ZA) welcomes input from the audience that is within the subject matter jurisdiction of the ZA. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments.

5. **APPROVAL OF MINUTES**

5.a. Approval of the Draft Minutes of the August 30, 2022 Zoning Administrator Meeting

Recommended Action: Review and approve Draft Minutes of the August 30, 2022 Zoning Administrator meeting

Attachments:

1. ZA Minutes (August 30, 2022) - Draft

6. **SITE VISIT VERIFICATION**

7. **PUBLIC HEARING**

- 7.a. Request to review and consider a Minor Use Permit to develop an indoor 9-hole mini-golf course within an existing structure that includes a lounge with seating for special events (e.g.

corporate outings, birthdays, etc.) at 125 So Orchard Avenue; APN (002-247-03); File No. 22-7596.

Recommended Action: Staff recommends the Zoning Administrator approve the requested Minor Use Permit, based on the Findings in Attachment 1 and subject to the Conditions of Approval in Attachment 2.

Attachments:

1. 125 So Orchard Ave Findings - Draft
2. 125 So Orchard Ave Conditions of Approval - Draft
3. 125 So Orchard Ave Application Materials
4. 125 So Orchard Ave Agency Comments

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

CITY OF UKIAH
ZONING ADMINISTRATOR MINUTES
Meeting Held Remotely through Teleconference
August 30, 2022
2:00 p.m.

STAFF PRESENT

Craig Schlatter, Zoning Administrator
Michelle Irace, Planning Manager

OTHERS PRESENT

Craig Strattman
Bridget Harrington

1. CALL TO ORDER

The Zoning Administrator called the meeting to order at 2:00 p.m. via teleconference.

Zoning Administrator Craig Schlatter presiding.

2. VERIFICATION OF NOTICE

Staff confirmed timely noticing of all public hearings items posted on the agenda.

3. APPEAL PROCESS

Note: For matters heard on this agenda the final date to appeal is September 9, 2022 at 5:00 p.m.

4. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

None.

5. APPROVAL OF MINUTES

a) Zoning Administrator Craig Schlatter approved the Minutes of June 30, 2022, as presented.

b) Zoning Administrator Craig Schlatter approved the Minutes of July 25, 2022, as presented.

6. SITE VISIT VERIFICATION

Zoning Administrator Craig Schlatter stated he performed a site visit for items listed on the agenda. Planning Manager, Michelle Irace, affirmed the date and time of the site visit.

7. PUBLIC HEARING

a) Request to consider a Minor Use Permit for the Patrona Restaurant and Lounge Outdoor Dining Structure at 130 West Standley Street; APN 002-224-02; File No. 21-6729.

Planning Manager Irace presented the staff report.

Zoning Administrator Schlatter opened the public hearing at 2:19 p.m.

Speakers: Craig Strattman and Bridget Harrington.

Zoning Administrator Schlatter inquired about the type of structure proposed. Planning Manager Irace clarified that a "shade canopy" is proposed, but the structure may vary,

based on Building Code requirements. As such, the term “shade canopy” was replaced with “structure” throughout the Staff Report and related attachments. Additionally, the following Special Condition of Approval was added by the Zoning Administrator.

20. Any changes to the structure shall be reviewed and approved by the Community Development Director for conformance with the approved Use Permit prior to building permit issuance.

No other members of the public were in attendance wishing to speak. The public hearing was closed at 2:37 p.m.

Zoning Administrator Schlatter approved the Minor Use Permit for the Patrona Restaurant and Lounge Outdoor Dining Structure at 130 West Standley Street; APN 002-224-02; File No. 21-6729; based on the Findings and subject to the Conditions included in the staff report, as amended.

8. **ADJOURNMENT**

There being no further business, the meeting adjourned at 2:38 p.m.



DATE: October 7, 2022

TO: Zoning Administrator

FROM: Jesse Davis, Planning Manager

SUBJECT: Request to review and consider a Minor Use Permit to develop an indoor 9-hole mini-golf course within an existing structure that includes a lounge with seating for special events (e.g. corporate outings, birthdays, etc.) at 125 So Orchard Avenue; APN (002-247-03); File No. 22-7596.

SUMMARY

OWNERS:	Shami Enterprise, LLC
APPLICANT:	T-Up Ukiah
AGENT:	Essence Roberson
LOCATION:	125 So Orchard Avenue; APN (002-247-03)
TOTAL ACREAGE:	±1.13 acre
GENERAL PLAN:	Commercial (C)
ZONING DISTRICT:	Community Commercial (C-1)
AIRPORT COMPATIBILITY:	Zone 6 (Other Airport Environ)
ENVIRONMENTAL DETERMINATION:	Categorical Exemption, pursuant to CEQA Guidelines Article 19, Class 13, Section 15303, Existing Facilities (a)
RECOMMENDATION:	Approve with Conditions (see Draft Findings in Attachment 1 and Draft Conditions of Approval in Attachment 2).

PROJECT DESCRIPTION AND BACKGROUND

The existing commercial unit for the proposed activity was formerly home to a Sears Retail Store, which relocated to a new location within Ukiah as of August 24, 2011. Since that time this commercial unit has remained vacant. The application for this Minor Use Permit was submitted on September 13, 2022 by Essence Roberson (Project Agent). It requests to develop an indoor 9-hole mini-golf course within the existing commercial unit that includes a lounge with seating for special events (e.g. corporate outings, birthdays, etc.). The application materials and project description to support this request are included as **Attachment 3**.

SETTING & SURROUNDING LAND USES

The Project Site is located at 125 South Orchard Avenue Drive. It maintains a General Plan land use designation of Commercial (C) with a corresponding zoning designation of Community Commercial (C-1). The parcel is considered developed, and features two commercial structures. One commercial structure features a detached restaurant (Stars), Tobacco Retail and Barbershop, while the subject unit is attached to the existing shopping center that is anchored by a retail pharmacy. The project site is adjoined by similar commercial uses and structures to the north and south, while to the east is the US 101 and to the west are residential uses located on the opposite side of Orchard Avenue.

Upon review, it was determined that the Project Site features no combining districts or other zoning restrictions, and is not subject to any mapped flood or seismic hazards. Additionally, there are no water courses, wildlife-habitat, or designated floodways on or within close proximity to the Project Site. While within Zone 6 (Traffic Pattern Zone), risk is considered minimal as concern is generally associated with object heights greater than 100 feet above runway elevation. Finally, neither the property or its structures, are included on the City of Ukiah's Historic and Architectural Inventory Table.

The zoning ordinance includes development standards for setbacks, building height, site area, yard setbacks, landscaping and parking. Upon review, it was determined that the project site is already developed, contains an adequate number of parking spaces, as well shared landscaping. No additions to the exterior of the building or site are proposed as part of this project; the existing site and building appears consistent with all applicable zoning regulations. A summary of zoning designations and nearby uses is provided below in **Table 1**. A Zoning Designation Map is depicted in **Figure 1**, a General Plan Designation Map is depicted in **Figure 2**, and an aerial image of the site and are is included in **Figure 3**.

Table 1: Surrounding Zoning and Land Uses

ZONING		USE
NORTH	Community Commercial (C-1)	Restaurant and Gas Station
EAST	-	US 101
SOUTH	Community Commercial (C-1)	Pharmacy
WEST	Low Density Residential (R-1)	Single Family Residence

Figure 1. Zoning Designation

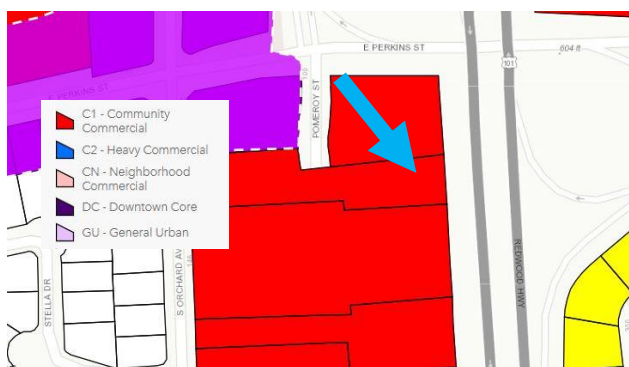


Figure 2. General Plan Designation

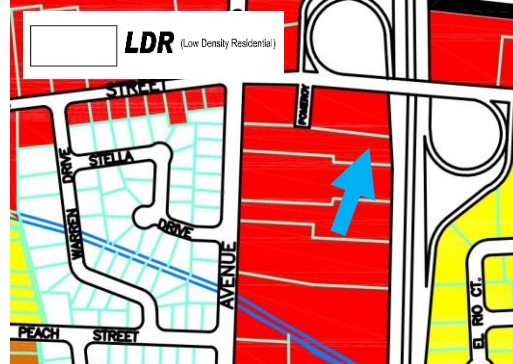


Figure 3. Aerial View



AGENCY COMMENTS

The project was circulated to and reviewed by the following responsible or trustee agencies with jurisdiction over the project: Ukiah Valley Fire Authority, City of Ukiah Building Division, and the City of Ukiah Public Works Department. No suggested conditions of approval or comments were received. The standard Conditions of Approval are contained in **Attachment 2**.

STAFF ANALYSIS

GENERAL PLAN AND ZONING CONSISTENCY

General Plan: The General Plan land use designation of the parcel is "C" (Commercial). The proposed request aligns with the intent of this designation, as the property is already developed and adequately served by utilities. As required by the Ukiah Valley General Plan (1995), the property is accessible via a publicly maintained road, particularly Orchard Avenue and Perkins Street. Consistent with goals and policies for commercial and economic development in the General Plan, the project would allow a vacant commercial building to be occupied and permit a new business to operate within City limits that would contribute to the local economy and provide local services to its citizens, especially youth.

Zoning Ordinance: Per UCC §9082, 'Bars', 'dance halls', 'live entertainment establishments' and 'nightclubs' are considered Permitted Uses within the C-1 zoning districts upon securing a Use Permit. These uses are not particularly defined, but align with the definition of 'Commercial Recreation Indoor', which is defined as follows per Ukiah City Code Section 9278:

Establishments primarily engaged in sports, entertainment, amusements or recreation services, conducted within an enclosed building. Typical uses include bowling alleys, billiard parlors, amusement arcades, skating rinks, health or sports clubs, motion picture theaters, meeting halls, and dance halls.

The stated purpose of the Community Commercial Zoning District is to provide a broad range of commercial land use opportunities along primary transportation corridors. The district is intended to promote and provide flexibility for commercial development, to encourage the establishment of community-wide commercial uses. As similar and more intensive 'Commercial Recreation Indoor' uses are permitted within the C-1 Zoning District, it is appropriate to align the requested activity under this definition and progress a Use Permit application.

Per §9262 a Site Development Permit is not required. This is due to the fact that the requested upgrades would not significantly change the architectural character or appearance of the structure. The proposed Project will have minimal aesthetic environmental effects, based on review of the submitted application materials and project description. Analysis by the Design Review Board (DRB) is not required, as the request would merely permit occupation and use of an existing commercial structure for an appropriate commercial purpose.

Signage: Per UCC §3227, allowed signage is calculated by one and one-half (1 ½) square feet of sign area for every ground level linear foot of parcel frontage. The applicant has not yet submitted a preliminary design, but has installed temporary signage that is intended to be replaced. A Condition of Approval has been included to require the Applicant to obtain a Sign Permit in conformance with the 'Downtown Design Regulations'.

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 commercial/retail activities, but has remained vacant for a substantial duration. The existing footprint of the subject structure will not be altered or expanded. 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 the applicable zoning designation.

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 October 7, 2022;
- Posted on the Project site on October 7, 2022;
- 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 October 7, 2022.

RECOMMENDATION

Staff recommends the Zoning Administrator approve the requested Minor Use Permit, based on the Findings in **Attachment 1** and subject to the Conditions of Approval in **Attachment 2**.

ATTACHMENTS

1. Draft Findings

2. Draft Conditions of Approval

3. Application Materials

4. Agency Comments

DRAFT FINDINGS FOR A MINOR USE PERMIT TO DEVELOP AN INDOOR 9-HOLE MINI-GOLF COURSE WITHIN AN EXISTING STRUCTURE THAT INCLUDES A LOUNGE WITH SEATING FOR SPECIAL EVENTS AT 125 SO ORCHARD AVENUE; APN (002-247-03); FILE NO. 22-7596.

The following findings are supported by and based on information contained in this staff report, the application materials and documentation, and the public record, in accordance with UCC §9262(E).

The proposed project is consistent with the Zoning Ordinance. The project is in the C-1 zoning district. The following findings are supported by and based on information contained in this staff report, the application materials and documentation, and the public record.

1. The proposed indoor community recreation use, as conditioned, is consistent with the goals and policies of the Ukiah General Plan Commercial (C) Designation.
2. The proposed indoor community recreation use, as conditioned, is consistent with the applicable development standards of the C-1 (Community Commercial) Zoning District.
3. The proposed land use is compatible with surrounding land uses and will not be detrimental to the public's health, safety and general welfare. The project has been reviewed by the Ukiah Valley Fire Authority, and other applicable departments to ensure the public's health and safety.
4. The proposed project is consistent with the compatibility criteria of the Ukiah Municipal Airport Comprehensive Land Use Plan, as it is located in Zone 6 and is within an existing structure.
5. The proposed project is categorically exempt from the provisions of CEQA pursuant to CEQA Exempt, pursuant to CEQA Guidelines Article 19 Section 15301, Existing Facilities.

Based on the aforementioned, Staff finds that the project would not result in a significant impact to the environment and may be categorically exempted pursuant to CEQA Guidelines Article 19 Class 1, Section 15301, Existing Facilities (a) - Interior or exterior alterations.

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

- Published in the Ukiah Daily Journal on October 7, 2022;
- Posted on the Project site on October 7, 2022;
- 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 October 7, 2022.

DRAFT CONDITIONS OF APPROVAL FOR A MINOR USE PERMIT TO DEVELOP AN INDOOR 9-HOLE MINI-GOLF COURSE WITHIN AN EXISTING STRUCTURE THAT INCLUDES A LOUNGE WITH SEATING FOR SPECIAL EVENTS AT 125 SO ORCHARD AVENUE; APN (002-247-03); FILE NO. 22-7596.

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: To review and consider a Minor Use Permit to develop an indoor 9-hole mini-golf course within an existing structure that includes a lounge with seating for special events (e.g. corporate outings, birthdays, etc.) at 125 So Orchard Avenue; APN (002-247-03); File No. 22-7596.

CITY OF UKIAH - STANDARD CONDITIONS

1. Applicant shall be required to obtain and maintain any permit or approval, which is required by law, regulation, or ordinance, be it required by Local, State, or Federal agency.
2. Business operations shall not commence until all permits required for the approved use, including but not limited to business license, tenant improvement building permit, have been applied for and issued and provided a finalization.
3. No permit or entitlement shall be deemed effective unless and until all fees and charges applicable to this application and these conditions of approval have been paid in full.
4. The property owner shall obtain and maintain any permit or approval required by law, regulation, specification or ordinance of the City of Ukiah and other Local, State, or Federal agencies as applicable. All construction shall comply with all fire, building, electric, plumbing, occupancy, and structural laws, regulations, and ordinances in effect at the time the Building Permit is approved and issued.
5. A copy of all conditions of this Use Permit shall be provided to and be binding upon any future purchaser, tenant, or other party of interest, should this use be continued.
6. This Use 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.
7. This approval is contingent upon agreement of the applicant and property owner and their agents, successors and heirs to defend, indemnify, release and hold harmless the City, its agents, officers, attorneys, employees, boards and commissions from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application. This indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the City's action on this application, whether or not there is concurrent passive or active negligence on the part of the City. If, for any reason any portion

of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect.

8. All signage shall comply with the City of Ukiah sign regulations; the applicant is required to obtain a Sign Permit for all proposed exterior signage.

DRAFT



City of Ukiah

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

Planning Permit Application

PROJECT NAME: <i>T-Up Ukiah</i>			
PROJECT ADDRESS/CROSS STREETS: <i>125 S. ORCHARD AVE</i>		AP NUMBER(S): <i>002-247-03</i>	
APPLICANT/AUTHORIZED AGENT: <i>Exence Roberson</i>	PHONE NO: <i>415-615-2403</i>	FAX NO: <i>-</i>	E-MAIL ADDRESS: <i>info@tupmini.golf.com</i>
APPLICANT/AUTHORIZED AGENT ADDRESS: <i>658 Walnut ave</i>		CITY: <i>Ukiah</i>	STATE/ZIP: <i>CA 95482</i>
PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT: <i>Shami LLC.</i>	PHONE NO:	FAX NO:	E-MAIL ADDRESS: <i>shamimitri@yahoo.com</i>
PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT: <i>Mitri & Pete Shami</i>		CITY: <i>Santa Rosa</i>	STATE/ZIP: <i>CA</i>
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	\$
☐ ANNEXATION 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT - AMENDMENT 100.0400.449.001	\$
☐ APPEAL 100.0400.449.001	\$	☐ SITE DEVELOPMENT PERMIT - MAJOR 100.0400.449.001	\$
☐ GENERAL PLAN AMENDMENT 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT - MINOR 100.0400.449.001	\$
☐ MURAL PERMIT 100.0400.449.001	\$	☐ SPECIFIC/MASTER PLAN 100.0800.611.003	\$
☐ PRE-DEVELOPMENT MEETING 100.0800.611.003	\$	☐ MINOR SUBDIVISION/TENTATIVE PARCEL MAP (4 OR FEWER LOTS) 100.0800.610.001	\$
☐ STAFF RESEARCH (MORE THAN 1 HOUR) 100.23100.411.53	\$	☐ MAJOR SUBDIVISION/TENTATIVE SUBDIVISION MAP (5 OR MORE LOTS) 100.0800.610.001	\$
☐ LOT LINE ADJUSTMENT OR MERGER 100.0800.610.001	\$	☐ OTHER	\$
☐ USE PERMIT - AMENDMENT 100.0400.449.001	\$	☒ USE PERMIT - MINOR 100.0400.449.001	\$ <i>500</i>
☐ USE PERMIT - MAJOR 100.0400.449.001	\$	☐ VARIANCE - MAJOR 100.0400.449.001	\$
☐ VARIANCE - MINOR 100.0400.449.001	\$	☐ ZONING AMENDMENT MAP OR TEXT 100.0800.611.001	\$
☐ REZONING 100.0800.611.001	\$	☐ OTHER	\$
COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO.	\$ <i>-</i>	MAJOR PERMIT DEPOSIT:	\$ <i>-</i>
COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$ <i>-</i>	MINOR PERMIT FEE:	\$ <i>500</i>
COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$ <i>-</i>	TOTAL FEE:	\$ <i>500</i>
FILING DATE: <i>09-13-22</i>		TOTAL AMOUNT PAID: \$	
RECEIPT NUMBER:			
APPLICATION NUMBER(S):			

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:	Building Size:	Number of Floors:	
Use of Building (check all that apply)	Description	Square Footage	Number of Units/Suites
☐ Office (business/professional)			
☐ Office (medical/dental)			
☐ Retail			
☐ Light Industrial			
☐ Residential			
☒ Other:	Indoor mini golf	5800 sq. ft	1
Operating Characteristics			
Days and Hours of Operation: TBD			
Number of Shifts: 0 N/A		Days and Hours of Shifts: 0 N/A	
Number of Employees/Shift:			
Loading Facilities: ☐ Yes ☒ No		Type/Vehicle Size:	
Deliveries: ☐ Yes ☒ No		Type:	Number (day/week/month):
Outdoor areas associated with use? (check all that apply)		Unloading of deliveries:	Storage:
☐ Yes ☒ No		☐ Yes ☒ No	☐ Yes ☒ No
Noise Generating Use? ☐ Yes ☒ No		Square Footage:	Square Footage:
		Description:	

To Be Completed by Staff

General Plan Designation:	Zoning District:	Airport Land Use Designation:
C-Commercial	C-1 COMM. COMMERC.	N/A
City's Architectural & Historic Inventory: ☒ YES ☐ NO	Age of Building: —	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		



125 S. Orchard Ave
Ukiah, CA 95482
(707) 918-7888

Commercial Use Plan

The property leased for T-Up Ukiah is located at 125 S. Orchard Ave. The planned usage for the location is a 9-hole indoor mini golf course with a lounge for seating. The total interior square footage for the property is approximately 5,800 sq. ft.. The building is sectioned into 3 spaces by way of entry ways and swinging doors, this outline will refer to the spaces as Space A, Space B & Space C. *(please see corresponding visual outline for reference)*

This plan provides the detailed specifications for each space including square footage, occupancy, planned usage and a corresponding visual layout. Occupancy for spaces calculated per CCPA guidelines see <https://ccpia.org/occupancy-load-signs/>

Total Building Square ft: 5,800 Sq. Ft.

Total Occupancy: 640 max

Total # of Exits: 5

Fire Alarm System: Y

Emergency Alarm System: Y

Operable Fire Extinguisher(s): Y

We are incredibly excited to bring this activity to our Community!

Space A

Planned usage: This space will be used for the miniature golf course. Also included in this space will be seating for observers and diners, a check-in desk and self ordering kiosk.

Sq. Ft: 3,888 Occupancy: 500 max ; 250 (fixed seating)

Corresponding Visual Layout:



Space B

Planned usage: This space includes the restrooms, office space, pre-existing loft structure, a storage closet and a virtual reality golf space.

Sq. Ft: 768 Occupancy: 25 max

A. Office Space

a. **Sq. Ft: 6ft x 12ft**

b. **Occupancy: 6 max**

B. Restrooms (2)

a. Sq. Ft: 6ft x 5ft ; 30sq. ft.

b. Occupancy: 1

C. Loft (Pre-Existing)

i. Loft - 10 ft x 24 ft

ii. Stairs - 3 ft x 7 ft.

iii. Loft beams to concrete floor height 6 ft 10 in

iv. Loft platform to concrete floor height 7ft 4 in

D. Storage Closet

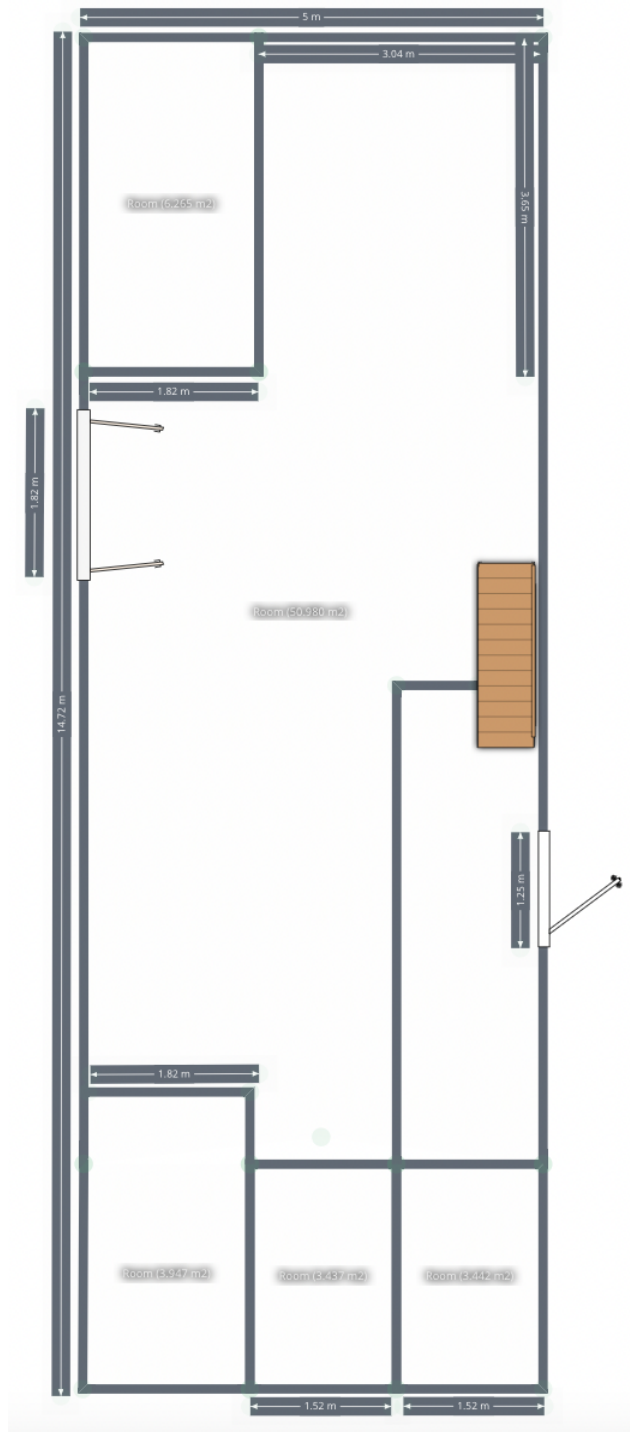
a. Sq. Ft: 6ft x 10ft

E. Virtual Reality Golf+

a. Sq. Ft: 10ft x 12ft

b. Occupancy: 2 max

Corresponding Visual Layout:

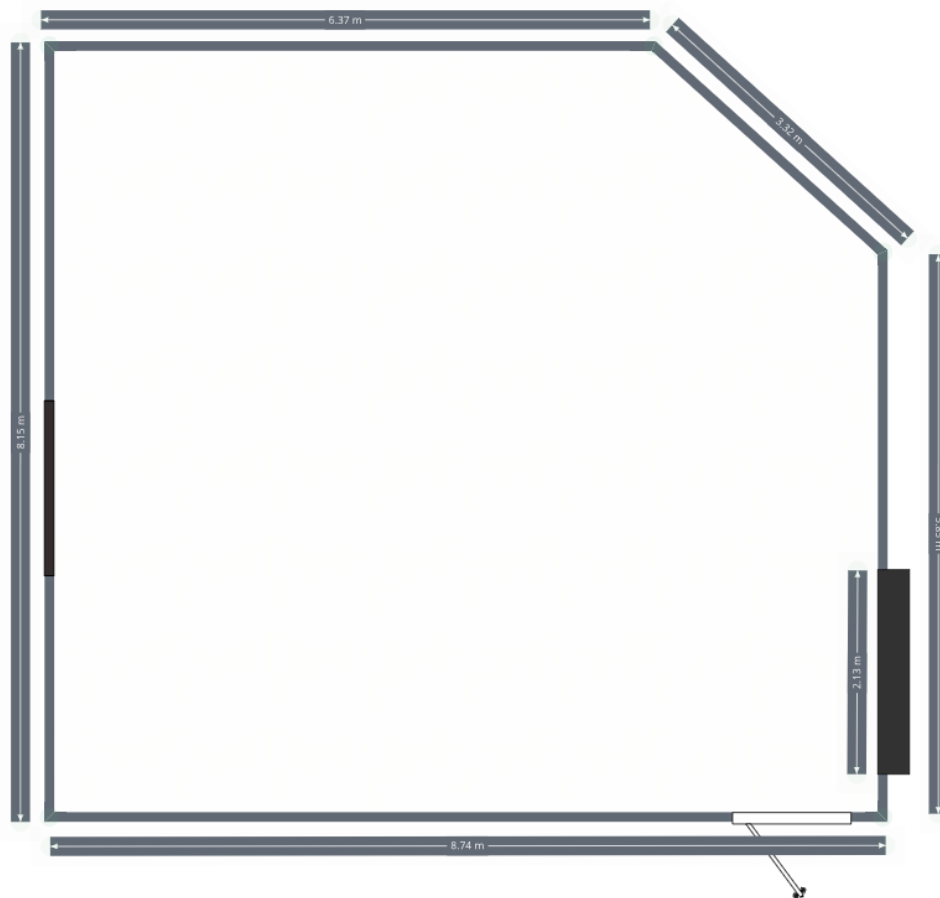


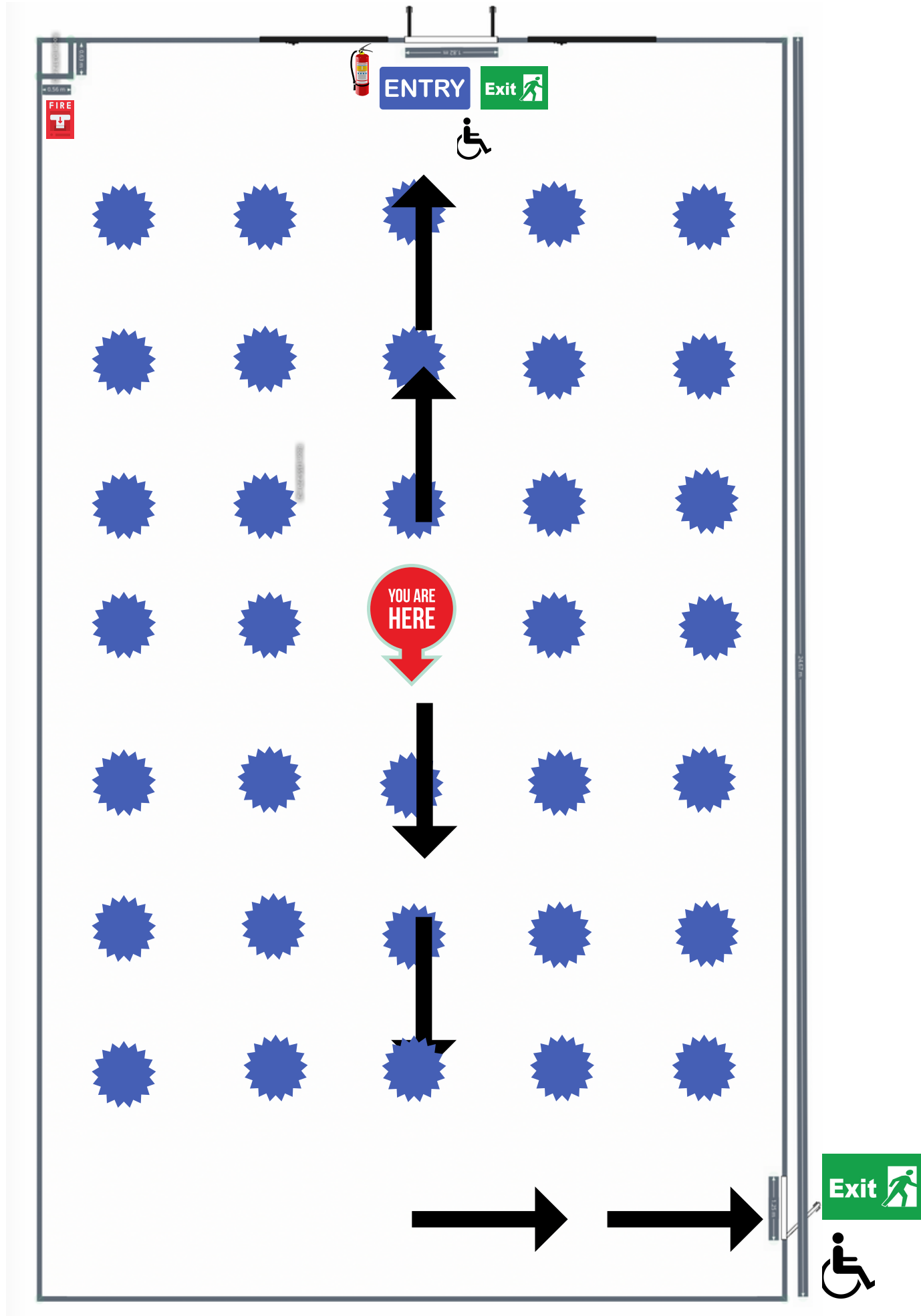
Space C

Planned usage: This space will be used as a lounge for seating and special events (birthday parties, corporate events, etc.)

Sq. Ft.: 728 sq. ft. Occupancy: 115 max; 60 (fixed seating)

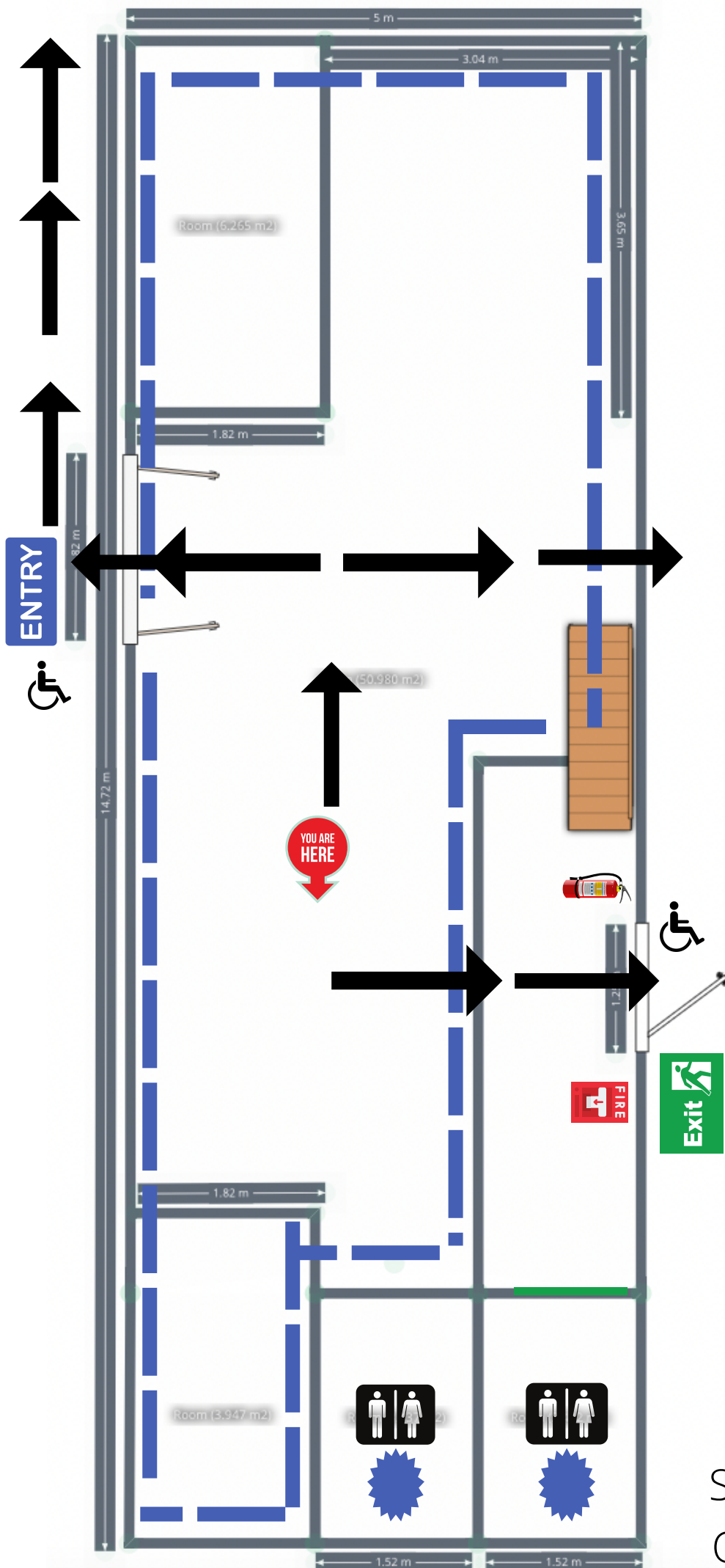
Corresponding Visual Layout:



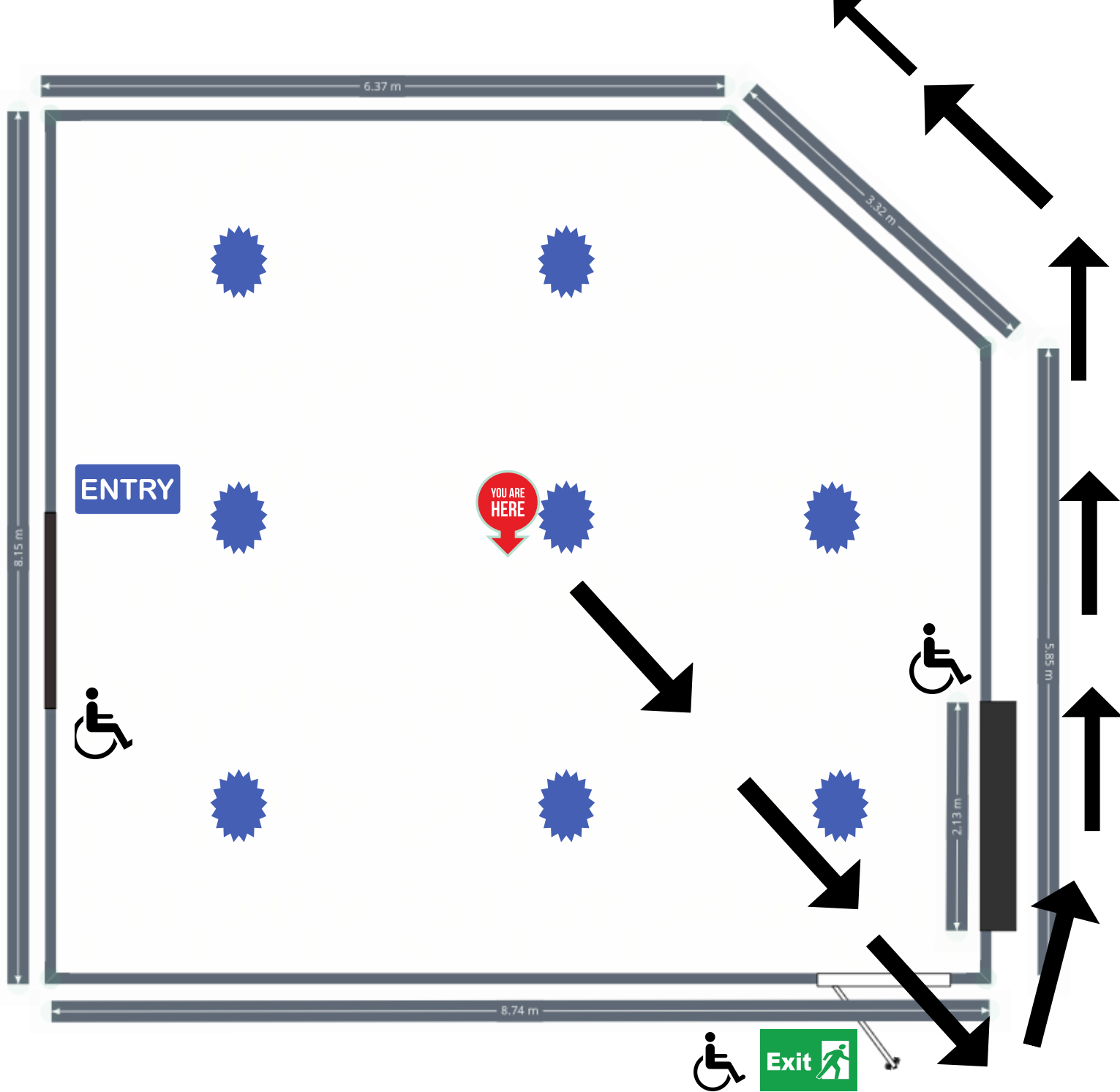


SPACE A

OCCUPANCY 500 MAX ; 250 (FIXED SEATING)



SPACE B
OCCUPANCY 25



SPACE C
OCCUPANCY 125

KEY



WHEELCHAIR ACCESSIBLE



EXIT



RESTROOM



ENTRANCE



FIRE ALARM LOC.



SPRINKLER HEAD



FIRE EXTINGUISHER LOC.



SPRINKLER LINE

EGRESS: EXIT ACCESS, EXITS & EXIT DISCHARGE

There are a total of 7 Door Entrance & Exits throughout the entire building. The 2 Front side doors have operating, illuminated "Exit Signs 6 inches above.

Locations:

1-West Side Front Entry & Exit – Double Doors, equipped with illuminated "Exit" sign; Dimensions: 6ft. w x 7ft. H

2-North Side/ Front- Side Exit - Single Door (Exit Only), equipped with illuminated "Exit" sign; Dimensions: ; includes Panic Hardware

3-East Rear-Facing Exit Door- Single Door, ; Dimensions: includes Panic Hardware

4-South Side Rear-Side Entry & Exit-illuminated "Exit" sign, Single Door

5-East Rear facing Roll-up Door Entry & Exit

Interior Entrances:

1. Swinging Doors- lead from Space A into Space B.
– 6ft. X 6.8ft
2. Entryway- leads from Space B to Space C.
– 6ft. X 7ft

FIRE ALARM & EMERGENCY SYSTEMS

Onsite Equipment/Hardware/Software: 2 Fire Alarm Boxes- Front Entrance & Inner Rear Entrance.

Fire & Emergency Plan Layout includes:

- Procedure for Emergency Evacuations
- Exits & Entrances
- Sprinkler System Layout
- Fire Extinguisher Locations
- Fire Alarm Locations

REDWOOD HWY 101 HWY

SCALE 1/8" = 1'

PROPOSED
SITE

CVS PHARMACY

EXISTING PARKING LOT

TAURANT

SOUTH ORCHARD



Jesse Davis

From: Jason Benson
Sent: Wednesday, September 21, 2022 4:30 PM
To: Jesse Davis
Subject: RE: City of Ukiah Project Referral Request - Commercial Recreation - Indoor'; #22-7596

Follow Up Flag: Follow up
Flag Status: Completed

Public Works has reviewed this project and have no comments.



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

From: Jesse Davis <jdavis@cityofukiah.com>
Sent: Friday, September 16, 2022 12:10 PM
Subject: City of Ukiah Project Referral Request - Commercial Recreation - Indoor'; #22-7596

Good Morning,

The City of Ukiah is seeking comment for a requested Minor Use Permit to allow for 'Commercial Recreation (Indoor)' at 125 South Orchard Avenue (APN 002-247-03) from departments and agencies with interest or jurisdiction over the project. A project description is provided, below:

Within an existing commercial unit at 125 S. Orchard Avenue, the Applicant proposes to develop a 9-hole indoor mini golf course with a lounge for seating. The total interior square footage for the structure is approximately 5,800 sq. ft. The building is to be sectioned into multiple spaces including a lounge for special events (e.g. corporate outings, birthdays, etc.), as well as a miniature golf course. Also included in this space will be seating for observers, a check-in desk and a self-ordering kiosk. Please review the attached referral sheet and associated application materials for additional information.

The requested comments and any suggested conditions of approval are appreciated by September 23, 2022. Please utilize the attached project referral form. Should additional time be required to complete review, please do not hesitate to contact me. Thank you in advance.

Best Regards,
Jesse Davis



Jesse Davis, AICP
Chief Planning Manager
Department of Community Development

300 Seminary Avenue, Ukiah, CA 95482

P: 707.463.6207

www.cityofukiah.com/community-development