



Zoning Administrator

Regular Meeting **AGENDA**

Civic Center Annex ♦ 300 Seminary Avenue., Conf. Rm. #3 ♦ Ukiah, CA 95482

Zoom Teleconference Link: <https://us06web.zoom.us/j/85026044542>

Call 669-444-9171 (US Toll-Free)

Meeting ID: 850 2604 4542

June 5, 2024 - 10:00 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 June 17, 2024.

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 March 14, 2024, Zoning Administrator Meeting Minutes

Recommended Action: Staff Recommends Review & Approval of the March 14, 2024, Zoning Administrator Meeting Minutes

Attachments:

1. ZAM_20240314 - Draft

6. **SITE VISIT VERIFICATION**

7. **PUBLIC HEARING**

7.a. Request to approve a Minor Site Development Permit for the remodel of an existing gas-station by updating the exterior façade and facilitating interior tenant improvements, including conversion of the existing garage/automobile repair area to 'Retail Sales', various modifications and improvements to the parking lot, including new landscaping, trees, and the installation of revised signage at 734 South State Street; APN 003-031-78; File No. 24-9253

Recommended Action: Staff recommends the Zoning Administrator 1) conduct a public hearing; 2) approve the minor site development permit (File No. 24-9253) based on the Findings and subject to the Conditions of Approval attached to the Staff Report.

Attachments:

1. Draft Conditions of Approval
2. Draft Findings
3. Application Materials
4. Agency Referral Responses
5. DRB Minutes and Materials (04/25/24)

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.

Jesse Davis, Chief Planning Manager
May 24, 2024