



Zoning Administrator

Regular Meeting AGENDA

Civic Center Annex ♦ 411 W. Clay St., Conf. Rm. #5 ♦ Ukiah, CA 95482

To participate virtually, go to the following link: <https://us06web.zoom.us/j/84703711128>
To view the meeting (without participating), go to: <http://www.cityofukiah.com/meetings/>

Or you can call in using telephone only:

- Toll-free 1-669-444-9171
- Enter the Access Code: 847 037 111 28
- Raise hand: After being recognized, Enter *9
- To Speak after being recognized: enter *6 to unmute

December 13, 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 December 23 at 5:00 P.M.

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 June 20, 2024, Zoning Administrator Meeting Minutes

Recommended Action: Staff Recommends Review & Approval of the June 20, 2024, Zoning Administrator Meeting Minutes (Attachment 1)

Attachments:

1. Zoning Administrator Minutes (06.20.2024)

6. SITE VISIT VERIFICATION

7. PUBLIC HEARING

- 7.a. A Minor Use Permit for voluntary modifications to an existing structure per Ukiah City Code Section 9231.14(C)(3) to facilitate its reuse for 'General Retail' and 'Small Product Manufacturing' in accordance with the Downtown Zoning Code (DZC) at 401 South State Street, Ukiah, CA; APN 002-269-05; File No. 24-001480.
Recommended Action: Approve with conditions a Minor Use Permit to allow voluntary modifications to an existing structure at 401 South State Street, Ukiah, CA; APN 002-269-05 to facilitate its reuse for 'General Retail' and 'Small Product Manufacturing'.
Attachments:
1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials
4. Agency Comments
- 7.b. A Minor Use Permit for a 'Cannabis Related Business' that is limited to 'Cannabis Distribution' within an existing building at 150 Brush Street, APN (002-040-32); File No. 24-000013.
Recommended Action: Approve with Conditions a Minor Use Permit to allow a 'Cannabis Related Business' that is limited to 'Cannabis Distribution' within an existing building at 150 Brush Street, APN (002-040-32)
Attachments:
1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials
4. Agency Comments
- 7.c. A Major Use Permit Renewal for On-Site Consumption of 'Cannabis Products' in a Designated 'Cannabis Consumption Area - Outdoor' on the Premises of an Existing 'Cannabis-Related Business' at 1076 & 1078 Cunningham Street, Ukiah (APN 003-140-65); File No. 24-001455.
Recommended Action: Staff Recommends that the Zoning Administrator 1) Conduct a public hearing; and 2) Approve the requested Major Use Permit Renewal for on-site consumption of 'Cannabis Products' in a designated 'Cannabis Consumption Area - Outdoor' on the premises of an existing 'Cannabis-Related Business' at 1076 & 1078 Cunningham Street, Ukiah (APN 003-140-65); File No. 24-001455.
Attachments:
1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials
4. Agency Comments
- 7.d. A Minor Site Development Permit for Tenant Improvements to the Reach Air Crew Quarters at 1351 South State Street, Ukiah, CA; APN 003-280-05; File No. 24-000012.
Recommended Action: Staff Recommends the Zoning Administrator 1) Conduct a public hearing; and 2) Approve the requested Minor Site Development Permit for Tenant Improvements to the Reach Air Crew Quarters at 1351 South State Street, Ukiah, CA; APN 003-280-05; File No. 24-000012.
Attachments:
1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials
4. 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.

Jesse Davis 12.10.2024

**CITY OF UKIAH
ZONING ADMINISTRATOR MINUTES
Meeting Held in Person and Via Teleconference
June 20, 2024
10:00 a.m.**

STAFF PRESENT

Craig Schlatter, Zoning Administrator
Joshua Montemayor, Contract Planner

OTHERS PRESENT

Farah Chaudary
Mohammed Hamayoon,
Muhammed Talha

1. CALL TO ORDER

The meeting was called to order at 10:01 a.m. Zoning Administrator Craig Schlatter presiding.

2. VERIFICATION OF NOTICE

3. APPEAL PROCESS

4. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

5. APPROVAL OF MINUTES

a) Approval of the March 14, 2024, Zoning Administrator - Meeting Minutes

6. SITE VISIT VERIFICATION

7. PUBLIC HEARING

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

Contract Planner, Joshua Montemayor, presented the Staff Report.

Zoning Administrator Craig Schlatter opened the public hearing at 10:18 a.m.

Speaker: Farah Chaudary

Zoning Administrator Craig Schlatter closed the public hearing at 10:21 a.m.

Zoning Administrator Schlatter stated that he is satisfied with the findings and conditions of approval, and he would not include a condition to include solar panels. Zoning Administrator Schlatter approved the minor site development permit request, subject to the Findings in Attachment 1 and the Conditions of Approval in Attachment 2.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:24 a.m.

DATE: December 13, 2024

TO: Zoning Administrator

FROM: Jesse Davis, Chief Planning Manager

SUBJECT: Consideration of a Minor Use Permit for voluntary modifications to an existing structure per Ukiah City Code Section 9231.14(C)(3) to facilitate its reuse for 'General Retail' and 'Small Product Manufacturing' in accordance with the Downtown Zoning Code (DZC) at 401 South State Street, Ukiah, CA; APN 002-269-05; File No. 24-001480.

SUMMARY

OWNER: Nena & Michael Caviness

APPLICANT & AGENT: TCW Equipment - Nena Caviness

LOCATION: 401 South State Street, Ukiah, CA; APN 002-269-05

TOTAL ACREAGE: ±0.33 acres

GENERAL PLAN: Downtown Core (DC)

ZONING DISTRICT: Downtown Zoning Code (Urban Center)

ENVIRONMENTAL DETERMINATION: Categorical Exemption, pursuant to CEQA Guidelines Article 19, Section 15301(a), Existing Facilities

RECOMMENDATION: Conditional Approval, based on the Findings in Attachment 1 and Conditions of Approval in Attachment 2.

PROJECT LOCATION & EXISTING CONDITIONS

The ±0.33-acre project site (APN 002-269-05) is located on South State Street at the intersection of South State Street and East Clay Street. The parcel spans the Clay Street block from South State Street to South Main Street. It is adjacent to an automobile repair facility to the north, and the structure shares a common wall with a restaurant to the south, which then tapers into an open parking lot. The subject site features a single-story, ±9,400-square-foot structure addressed at 401 South State Street, as well as an open parking lot that includes a shipping/receiving area with access to South Main Street. Currently, the structure is used as a "Second-Hand Store/Thrift Store," as authorized by Use Permit #13-06 issued in 2013 (Attachment 3).

Vehicular access to the parcel is primarily provided via an existing driveway on South Main Street. The property features its primary pedestrian entrance on South State Street, along with several secondary entrances along Clay Street. In 2019, as part of the Phase 1 Ukiah Streetscape Project, the parcel benefited from upgraded sidewalks along its Clay Street frontage, as well as enhanced landscaping and street furniture along South State Street. In 2025, the City's Urban Core Revitalization Project will facilitate similar, albeit more limited, improvements along South Main Street.

BACKGROUND

Originally constructed in 1949, the subject structure has been used by various commercial retail businesses throughout its existence, most notably as a Sears Catalog Store. Following Sears' departure, the building received a Façade Improvement Grant (FIP #93-5) to install new awnings and undergo limited renovations as part of downtown beautification efforts. Subsequently, it was occupied by several retail businesses, including a furniture and mattress store. The associated awnings and associated beautification efforts were removed in 2016 due to deterioration.

On March 27, 2013, the Planning Commission approved a Use Permit allowing the operation of Hospice Thrift and Gift, which continues to operate today, but required a Use Permit, due to the adoption of the Downtown Zoning Code in 2012, which more strictly regulated that use type. In 2024, California Assembly Bill 2632 became effective. AB 2632 restricts the ability of jurisdictions to regulate thrift retail stores differently from non-thrift retail stores in terms of zoning, development standards, and permitting.

A review of the building permit records for the parcel indicates that only a limited number of permits have been issued since the façade improvements undertaken in the 1990s. This suggests that essential repairs, upgrades, or replacements may be overdue, particularly for structural, mechanical, or utility systems that typically require regular maintenance over time. The absence of recent permits for significant renovations or replacements also indicates the potential for deferred maintenance, which may necessitate a thorough assessment of the building's current condition to ensure compliance with modern safety and efficiency standards.

Under Ukiah City Code Article 18 (Downtown Zoning Code), the structure is classified as legal nonconforming. It does not meet the current site development regulations for the Urban Center (UC) zoning district or other applicable general requirements, such as accessibility, building codes, or energy efficiency standards. However, it was compliant with the regulations in effect at the time of its construction.

PROJECT DESCRIPTION

On October 15, 2024, the applicant, TCW Equipment (Nena & Michael Caviness), submitted an application (Attachment 3) to renovate and reuse the existing structure at 401 South State Street for a combination of 'General Retail' and 'Small Product Manufacturing' uses.

TCW Equipment is a California-based company that specializes in providing equipment and supplies for the wine, cider, beer, and spirits industries. Their retail offerings typically include production and processing equipment, such as:

- Winemaking Equipment: Crushers, destemmers, presses, tanks, and filtration systems.
- Brewing Equipment: Fermentation tanks, bottling lines, and kegs.
- Cider and Spirits Production: Specialized equipment for fermenting, distilling, and packaging.
- Lab Equipment and Supplies: Tools for testing and quality control.
- Cleaning and Maintenance Supplies: Pumps, hoses, fittings, and sanitization products.

TCW Equipment serves both small-scale producers and large commercial facilities, and they often provide consultation, sales, and support services tailored to the specific needs of beverage producers.

The applicant, TCW Equipment, requests a Minor Use Permit for voluntary modifications and improvements per Ukiah City Code Section 9231.14(C)(3). As described in Attachment 3, the

project involves interior and exterior improvements to a commercial warehouse and adjoining showroom to enhance functionality, aesthetics, and customer experience. Interior upgrades include removing existing floor coverings, polishing concrete floors, and updating lighting to energy-efficient LED fixtures. Most drop ceilings will be removed, with cables managed and ductwork painted to complement a modern design, as well as improved safety.

The two rear garage bays will be converted into dedicated workspaces for assembly and welding, equipped with ventilation, an eyewash station, and repaired drainage infrastructure. The front building will serve as a showroom with office space and a customer-focused area, featuring restroom upgrades (including ADA compliance) and a small beverage station. A portion of the warehouse will be reserved for light manufacturing and product assembly.

Exterior and structural modifications include replacing and upgrading entrance doors for better functionality and ADA compliance, converting a storefront door to a roll-up door for freight operations, and replacing one shop bay roll-up door with an ADA-accessible option. Electrical work will include modernizing panels and restoring 3-phase service to meet operational needs. These improvements are designed to create a safer, more efficient environment for employees and an accessible space for customers that improves alignment with the Phase 1 streetscape aesthetic and design.

The Applicant proposes the creation of a designated shipping and receiving area, along with outdoor storage, within the rear parking lot of the property. The project includes reconfiguring a portion of the existing parking area to accommodate loading and unloading activities and establishing a secure, screened outdoor storage area for materials and equipment. The proposal is conditioned to include appropriate screening, fencing and landscaping, to minimize visual impacts on adjacent properties and ensure compatibility with surrounding land uses.

No expansion of the structure is requested, nor are any major façade alterations identified during the application submittal.

SURROUNDING USES AND ZONING

The property is surrounded by a variety of civic and commercial uses that are reviewed in Table 1:

TABLE 1: SURROUNDING USES AND ZONING

	ZONING:	USE:
NORTH	Urban Center (UC)	Automobile Repair
EAST	Urban Center (UC)	Office
SOUTH	General Urban (GU)	Restaurant/Open Parking Lot
WEST	Public Facilities (PF)	Museum

DOWNTOWN ZONING CODE

The Project site has a 2040 General Plan land use designation of Downtown Core (DC) and is zoned Urban Cener (UC) within the Downtown Zoning Code (DZC). The DZC was adopted in

2012 and prescribes several development and architectural standards. As described in Ukiah City Code, particularly Table 3 of the Downtown Zoning Code (DZC), within the Urban Center (UC) zoning designation, small product manufacturing, general retail, and maintenance and repair activities are all permitted uses. These proposed uses align with the original function of the site, which included both warehousing and retail components as a Sears Catalog Store. These uses are classified as "Allowed" under the DZC, ensuring that the proposed improvements, including modifications to the warehouse and showroom spaces, are consistent with the zoning regulations and are compatible with the downtown area's mixed-use environment. Therefore, the project is in compliance with the zoning requirements, allowing for the functional integration of limited manufacturing undertakings and retail operations on the same site.

Per Ukiah City Code Section 9231.12, it is the intent of DZC to discourage the long-term continuance of nonconformities, providing for their eventual elimination, while allowing them to exist under the limited conditions. As conveyed by the DZC, the continuance of a nonconforming use or structure is generally considered detrimental to the orderly development of the area within the boundaries of this code and the general welfare of its residents and is particularly detrimental to the welfare of persons and property in the vicinity of the nonconformity.

At the same time, and perhaps more critically, per UCC Section 9220.1(E), it is also the intent of the DZC to promote and encourage sustainability through the reuse and improvement of existing buildings. If not considered historic, nearly all existing structures within the DZC feature some level of nonconformity, due to setback, structure height, frontage type, or lot coverage.

Within the DZC, nonconforming structures are regulated per Ukiah City Code Section 9231.14. Since the subject structure was not involuntarily damaged or destroyed by accident (e.g., fire, explosion, etc.) or natural disaster (e.g., earthquake, etc.), it is primarily, but not completely, subject to UCC Section 9231.14(C), which regulates the voluntary modifications, as well as major and minor repair of nonconforming structures.

Since a nonconforming structure may undergo ordinary repair and maintenance only in a specified manner, UCC Section 9231.14(C), specifies how the reconstruction or structural alteration of a nonconforming structure may be allowed with approval of a minor use permit; provided, that the review authority first determines that the modification is necessary to secure added safety or to reduce the fire hazard and/or to secure aesthetic advantages through the alignment, architecture, or closer conformity to surrounding allowed structures in the immediate neighborhood.

To ensure compliance with this aspect of the DZC, Staff conditions the project to provide a recent appraisal of the commercial property for compliance with UCC Section 9231.14(C) ensuring that proposed work does not exceed fifty percent (50%) of the current market value of the structure during any calendar year. As conveyed by UCC Section 9231.16, alterations, reconstruction, or repairs otherwise required by law (e.g., City adopted building, electrical, plumbing codes) shall be allowed. Reconstruction required to reinforce unreinforced masonry structures or to comply with building code requirements shall be allowed without cost limitations; provided, the retrofitting and code compliance are limited exclusively to compliance with safety standards other applicable building code requirements.

Processing a structure as an "existing building" under an updated zoning code does not inherently remove its nonconforming status unless the zoning code explicitly provides for such an outcome, which the DZC does not. Nor does the DZC include a mechanism (like reclassification or amortization) to eliminate nonconformity of such structures. The DZC does, however, provide allowances for 'Existing Buildings' as conveyed by Table 6, and encourages reuse and improvement as conveyed through UCC §9220.1(I).

ASSOCIATED DEFINITIONS

- **SMALL PRODUCT MANUFACTURING:** *Establishments manufacturing and/or assembling small products primarily by hand, including manufacturing establishments producing small products not classified in another major manufacturing group. (§9232.3 DEFINITIONS).*
- **MAINTENANCE/REPAIR SERVICE – LARGE EQUIPMENT:** *This type of use typically requires designated drop-off and pickup areas due to the size of the appliance/equipment being repaired, outside storage for equipment repaired or waiting to be repaired and materials to be recycled or sent for disposal, and parking for delivery vehicles. When these services operate from a retail establishment that sells the products being maintained or repaired, they are instead considered part of the retail use. (§9232.3 DEFINITIONS).*
- **GENERAL RETAIL:** *Stores and shops selling many lines of merchandise. Examples of these stores and lines of merchandise include - Specialty Shops. (§9232.3 DEFINITIONS).*
- **STRUCTURE, LEGAL NONCONFORMING:** *A building or structure including off street parking or loading space, that does not comply with current applicable site development regulations for the district in which it is located, or with applicable general regulations, but which complied with applicable provisions at the time of construction(§9278 DEFINITIONS).*
- **SUBSTANTIAL MODIFICATION:** *Any alteration, abandonment, damage, destruction, or loss of or to a building that would result in the loss of status as a nonconforming use or nonconforming buildings under subsection 9209D or E of this code or would require a discretionary permit (§9232.3 DEFINITIONS).*

ARCHITECTURAL STANDARDS

For the purposes of review by the Zoning Administrator, Table 2 below provides a list of applicable DZC design standards (generally identified in DZC Tables 6,7,9, 11 & 12), as well as a summary of applicable land use standards, and a consistency analysis for the proposed project.

Table 2, Project Consistency with DZC Design Standards

STANDARDS	Urban Center (UC)	MODIFICATION TO STANDARD	PROJECT CONSISTENCY
EXISTING BUILDING			
Frontage type	Exterior modifications and additions to existing buildings with nonconforming facade orientation shall utilize an allowed frontage type as required by Table 6	Major Exception (Table 6)	Consistent

STANDARDS	Urban Center (UC)	MODIFICATION TO STANDARD	PROJECT CONSISTENCY
Setbacks	Additions not exceeding 1,000 square feet of gross floor area or 50% of the gross floor area of the existing building, whichever is less, may continue the setbacks of the existing building.	Major Exception (Table 6)	Consistent
Height	Additions not exceeding 1,000 square feet of gross floor area or 50% of the gross floor area of the existing building, whichever is less, may continue the existing building height.	Major Exception (Table 6)	Consistent
PARKING, DRIVE-THROUGH ACCESS			
Existing Facilities Parking	Existing open parking facilities as of the date of the adoption of this code shall be considered legal nonconforming; provided, that they were legal at the time of their creation.	None (Table 18)	Consistent
Existing Open Parking – No Expansion	Existing parking facilities that are nonconforming in terms of location (layer) are not required to be relocated to comply with the parking layer requirement.	None (Table 17)	Consistent
Existing Facilities Parking - Modification	Modifications to existing parking facilities shall comply with the requirements of Tables 16, 17 and 18.	Minor Exception (Table 18)	Minor Exception Required
OUTDOOR LIGHTING			
Design	Compatible with building architecture.	Minor Exception (Table 9)	Consistent
Direction of Fixtures	Directed downward and away from adjoining properties and public right-of-way.	Minor Exception (Table 9)	Consistent
Energy Efficiency	Energy efficient fixtures/lamps, such as high-pressure sodium, hard-wired compact fluorescent, LED, or other lighting technology that is of equal or greater energy efficiency.	Minor Exception (Table 9)	Consistent
BUILDING MATERIALS & ARCHITECTURE			

STANDARDS	Urban Center (UC)	MODIFICATION TO STANDARD	PROJECT CONSISTENCY
Facade(s) – Primary Exterior Finish	Brick, wood siding, fiber cement siding, stucco, stone.	Minor Exception (Table 12)	Consistent
Facade – Location of Materials	Combined horizontally with heavier material below the lighter material.	Minor Exception (Table 12)	Consistent
DEVELOPMENT STANDARDS			
Outdoor Storage, Trash/Recycling Facility And Receptacles Utilities, And Similar Facilities Of Poor Visual Quality -Location – All Building Types	Prohibited on frontage(s).	Major Exception (Table 9)	Consistent
Screening	Screen from view from all frontage(s) with a streetscreen. Trash and recycling facilities shall be screened with an enclosure.	Major Exception (Table 9)	Consistent (Condition of Approval)
Fencing – Material Allowed	Materials compatible with or match materials for the adjacent building facade and living fences (e.g., espalier, hedge row) are also allowed.	Minor Exception (Table 9)	Consistent (Condition of Approval)
Site Screening - Material	Masonry walls, landscape materials, or decorative fencing compatible with the design and materials of the principal building.	Minor Exception (Table 9)	Consistent (Condition of Approval)

DOWNTOWN ZONING CODE EXCEPTIONS

Section 9231.5 of the DZC, allows specific requirements to be modified with approval of an exception. Table 29, Exception Procedures, establishes two levels of exceptions, major and minor, and the procedures for the review and processing of exceptions. Upon review of Staff the following minor exceptions to the DZC development and design standards are required. As noted in DZC Table 29, the below exceptions may be granted with approval by the Zoning Administrator.

1) Existing Facilities (Parking) – Modifications

- *Requirement: Modifications to existing parking facilities shall comply with the requirements of Tables 16, 17 and 18.*
- Minor Exception – Requested: The proposed conversion of the existing parking area for shipping and receiving operations aligns with the historical use of the site, which was originally designed to accommodate such activities during its tenure as a Sears retail and warehouse facility. This modification represents a return to the intended functionality of the space and leverages its original design for efficient logistical operations.

- Given that parking facilities are well-distributed along all frontages of the parcel, particularly along Clay Street, the adjustment has minimal impact on overall parking availability. By consolidating freight activities in a purpose-built area, the modification enhances operational efficiency while preserving adequate customer parking and accessibility. This approach balances historical context with contemporary operational needs, ensuring a functional and harmonious use of the site.

2) Site Screening – Material Selection – Condition of Approval

- **Requirement:** Materials compatible with or match materials for the adjacent building facade and living fences (e.g., espalier, hedge row) are also allowed.
- **Staff Condition of Approval:** The proposed outdoor storage area is situated in an appropriate location that minimizes visibility from primary public frontages and reduces potential impacts on neighboring properties. However, the proposed chain-link fencing does not align with the standards of the Downtown Zoning Code (DZC), which requires materials that complement the architectural character of the principal building and enhance the site's overall appearance.
- To ensure consistency with the DZC, staff requires the outdoor storage area to be fenced and screened using decorative fencing materials such as wrought iron or aluminum that are compatible with the design of the adjacent building. Alternatively, planters or increased landscaping, including well-maintained shrubs or other greenery, may be incorporated to provide additional screening. Masonry walls or a combination of these elements can also be utilized to achieve both functionality and aesthetic compatibility, contributing positively to the overall streetscape and site design.

AGENCY CONSIDERATIONS & REFERRAL

On November 8, 2024, project referrals were sent to the following responsible or trustee agencies with jurisdiction over the Project (See Table 3). Only limited comments were received. All responding departments and agencies are included in Attachment 4 and comments reflected within the Conditions of Approval, as appropriate.

Table 3: Agency Comments	
Agency	Comment
City of Ukiah, Community Development Director	No Response
City of Ukiah, Building Inspection Division	No Response – Standard Conditions
City of Ukiah, Fire Prevention Division	No Response – Standard Conditions
City of Ukiah, Electrical Utility, Department	Response Received
City of Ukiah, Public Works Department	No Response
Mendocino County Air Quality Management Dist.	Response - Standard Conditions
City of Ukiah Police Department (UPD)	No Comment

City of Ukiah, Code Enforcement Division	No Response
Ukiah Valley Fire Authority	No Response
City of Ukiah, City Manager's Office	No Response
County of Mendocino, Assessor	No Comment
City Manager's Office	No Response

STAFF ANALYSIS

AIRPORT LAND USE CONSISTENCY: The proposed reuse of the structure aligns with the Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP), as the subject parcel is located within Compatibility Zone 4 (Extended Approach/ Departure Zone). Compatibility Zone 4 general includes aircraft on approach typically less than traffic pattern altitude (less than 1,000 feet above runway). Zone 4 permits most types of urban development and commercial uses, provided they are not highly noise-sensitive or involve large gatherings of people in outdoor spaces. The reuse of the existing showroom and warehouse for the uses described would be considered 'Conditionally Compatible' with the primary criteria for an existing building being that the intensity limits are compatible. Zone 4 features a max. single-acre Intensity of 450 people per acre.

PARKING: The proposed conversion of the existing parking lot at 401 South State Street into a shipping and receiving area and outdoor storage area is consistent with the requirements outlined in the Downtown Zoning Code (DZC). Specifically, the DZC allows on-street parking located along the frontage line(s) of the parcel to be counted toward fulfilling the parking requirements of a business. The property has approximately 11 on-street parking spaces along its frontages (State, Clay, Main), which are sufficient to meet the required parking demand for the site, ensuring that the conversion will not result in a deficiency of parking spaces. In general, parking demand is expected to lessen, given the reduction in associated retail space from the current thrift store operation.

Additionally, pursuant to the DZC, the property is located within the City of Ukiah Parking District No. 1 and qualifies for an exemption from off-street parking requirements for existing commercial structures as of January 1, 1979. This exemption applies to changes in structure, including the proposed conversion proposed by TCW without triggering the need for variance or exception approval by the Planning Commission or City Council. The conversion of the parking lot into a designated shipping and receiving area and outdoor storage space aligns with the historical use of the site and will not negatively impact the overall functionality of the property, as the existing roll-up doors facilitate efficient movement of goods and are mostly aligned with the proposed floor plan. Removal of customer parking will improve overall circulation and safety of this area.

As the proposed changes are in compliance with the DZC and the parking exemption provisions. The project maintains the required parking availability by utilizing on-street spaces while enhancing the operational efficiency of the site. The conversion will not result in adverse impacts to the surrounding area and the requests supports the continued use of the site in a manner consistent with its original purpose. Therefore, the conversion of the parking lot for shipping and receiving purposes, along with the outdoor storage area, is justified and compliant with zoning requirements.

GENERAL PLAN (2040): The Project site carries a General Plan designation of Downtown Core (DC). The proposal aligns with the City's 2040 General Plan by revitalizing an existing building (LU-11.9) and promoting sustainable development through renovation (ENV-3.7). This approach also

meets the intent of the Downtown Zoning Code (DZC), which encourages a sustainable community through the reuse and improvement of existing buildings (UCC §9220.1(I)).

The project aligns with the following goals and policies contained within the Environment & Sustainability and Land Use elements of the 2040 General Plan, as described below:

Land Use Element

- LU-3: To improve and enhance the appearance and vibrancy of Downtown Ukiah to create a high-quality place for residents, businesses, and visitors.
- Policy LU-11.9 *Historic Preservation & Restoration*: The City shall encourage restorative maintenance to deteriorated buildings, particularly in Downtown, and restrict the demolition of historically and/or architecturally significant buildings to accommodate new development.

By revitalizing a corner location within Downtown Ukiah, the project enhances the City's appearance and vibrancy. Improvements like an updated structure that features commercial space attractive to residents, businesses, and visitors is encouraged. Though not explicitly designated as historically significant, the project's restorative approach—focused on upgrades rather than demolition—supports adaptive reuse and preservation of the structure's architectural integrity.

Environment & Sustainability Element

- ENV-3.7 *Adaptive Reuse*. The City shall encourage appropriate adaptive reuse of historic resources.

While not designated as a historic structure, the modernization and reuse of the subject building minimizes resource consumption compared to new construction, supporting sustainability and the City's emphasis on environmentally conscious redevelopment. Additionally, the Downtown Zoning Code aims to promote revitalization, enhance economic vitality, and encourage sustainable development in the downtown area. Adaptive reuse supports these goals by preserving and updating underutilized buildings, reducing environmental impacts associated with demolition and new construction, and fostering economic growth through reinvestment.

ENVIRONMENTAL DOCUMENTATION

The proposed project at 401 South State Street is subject to the California Environmental Quality Act (CEQA) and qualifies for a categorical exemption under CEQA Guidelines, Article 19, Class 1, Section 15301 (Existing Facilities) (a), which covers minor interior or exterior alterations.

The proposed project involves minor renovations to an existing commercial structure, including interior and exterior upgrades, without altering the building's footprint or significantly impacting the surrounding site. The modifications will not result in substantial changes to the existing use, nor will they damage or disturb any natural features, as the site is fully developed and located within an urbanized area. Accordingly, the project meets the criteria for exemption and will not have a significant effect on the environment.

Additionally, the project is consistent with existing zoning and planning regulations, including the 2040 General Plan, Downtown Zoning Code requirements, and other relevant local policies, aligning with the City's established land-use expectations for the site. Upon review, it has been determined that the project will not impact sensitive environmental resources, such as habitats for endangered species, geologically sensitive areas, or sites of historical or archaeological importance.

NOTICE

Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9264:

- Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9231.3, 9263 and 9264:
- Published in the Ukiah Daily Journal on December 3, 2024
- Posted on the Project site on December 1, 2024;
- Posted at the Civic Center (glass case) on December 1, 2024; and
- Mailed to property owners within 300 feet of the Project parcels on December 1, 2024
- Emailed to all agencies having jurisdiction: December 1, 2024.

RECOMMENDATION

Staff recommends that the City of Ukiah Zoning Administrator:

- 1) Conduct a public hearing; and
- 2) Approve with Conditions the Minor Use Permit to allow voluntary modifications to an existing structure at 401 South State Street, Ukiah, CA; APN 002-269-05; File No. 24-001480 to facilitate its reuse for 'General Retail' and 'Small Product Manufacturing'; and

ATTACHMENTS

1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials – File No.: 24-001480
4. Agency Referral Responses

**DRAFT FINDINGS
MINOR USE PERMIT
RENOVATION & REUSE OF AN EXISTING COMMERCIAL STRUCTURE
401 SOUTH STATE STREET, UKIAH, CA; APN 002-269-05; FILE NO. 24-001480**

The Community Development Department's recommendation for conditional approval of a Minor Use Permit for voluntary modifications to an existing structure per Ukiah City Code Section 9231.14(C)(3) to facilitate its reuse for its reuse for 'General Retail' and 'Small Product Manufacturing' in accordance with the Downtown Zoning Code (DZC) at 401 South State Street, Ukiah, CA; APN 002-269-05; File No. 24-001480. This approval also includes an exception from the Downtown Zoning Code. The Zoning Administrator shall review, conduct a public hearing, and decide upon this minor use permit application.

EXCEPTION FINDINGS

Section 9231.5 of the DZC, allows specific requirements to be modified with approval of an exception. Table 29, Exception Procedures, establishes two levels of exceptions, major and minor, and the procedures for the review and processing of exceptions.

Upon review of Staff, the following minor exception to the DZC development standards are required or requested. As noted in DZC Table 29, the below exceptions may be granted with approval by the Zoning Administrator. The Zoning Administrator, on the basis of the evidence submitted at the hearing, may grant use permits required by the provisions of this Article whenever findings of fact support the following determinations:

1. Existing Facilities (Parking) – Modifications

- a. *Requirement: Modifications to existing parking facilities shall comply with the requirements of Tables 16, 17 and 18.*
- b. **Minor Exception – Requested:** The proposed conversion of the existing parking area for shipping and receiving operations aligns with the historical use of the site, which was originally designed to accommodate such activities during its tenure as a Sears retail and warehouse facility. This modification represents a return to the intended functionality of the space and leverages its original design for efficient logistical operations.

Given that parking facilities are well-distributed along all frontages of the parcel, particularly along Clay Street, the adjustment has minimal impact on overall parking availability. By consolidating freight activities in a purpose-built area, the modification enhances operational efficiency while preserving adequate customer parking and accessibility. This approach balances historical context with contemporary operational needs, ensuring a functional and harmonious use of the site.

2. Site Screening – Material Selection – Condition of Approval

- a. *Requirement:* Materials compatible with or match materials for the adjacent building facade and living fences (e.g., espalier, hedge row) are also allowed.
- b. *Staff Condition of Approval:* The proposed outdoor storage area is situated in an appropriate location that minimizes visibility from the site's primary public frontages and reduces potential impacts on neighboring properties. However, the proposed chain-link fencing does not align with the standards of the Downtown Zoning Code (DZC), which requires use of materials that complement the architectural character of the principal building and enhance the site's overall appearance.

To ensure consistency with the DZC, staff requires the outdoor storage area to be screened using decorative fencing materials such as wrought iron or aluminum that are compatible with the design of the adjacent building. Alternatively, planters or increased landscaping, including well-maintained shrubs or other greenery, may be incorporated to provide additional screening. Masonry walls or a combination of these elements can also be utilized to achieve both functionality and aesthetic compatibility, contributing positively to the overall streetscape and site design.

USE PERMIT FINDINGS – MINOR

The subject structure was not involuntarily damaged or destroyed by accident (e.g., fire, explosion, etc.) or natural disaster (e.g., earthquake, etc.), and is therefore subject to UCC Section 9231.14(C), which regulates the voluntary modification of nonconforming structures. Since a nonconforming structure may undergo ordinary repair and maintenance only in a specified manner, UCC 9231.14(C), specifies how the reconstruction or structural alteration may be allowed; provided, that the review authority first determines that the modification is necessary to secure added safety or to reduce the fire hazard and/or to secure aesthetic advantages through the alignment, architecture, or closer conformity to surrounding allowed structures in the immediate neighborhood.

The text below outlines project consistency with the required minor use permit findings, including voluntary repair, as well as required exceptions:

1. The proposed land use is consistent with the provisions of this Title as well as the goals and policies of the City General Plan.

The proposed land use of "General Retail" and "Small Product Manufacturing" at 401 South State Street is consistent with both the zoning regulations and the goals and policies of the City General Plan. The site is located within the Urban Center (UC) zoning district, which supports a mix of retail and light industrial uses. The proposed retail and small-scale manufacturing activities align with the intent of the Urban Center zoning, which aims to promote a vibrant and active downtown area by encouraging a variety of business types that serve the local community and attract visitors. Both uses are considered 'Allowed' within Table 3 of the Downtown Zoning Code of the UC District.

Furthermore, the City General Plan emphasizes the revitalization of downtown areas and supports the adaptive reuse of existing buildings. The project proposes interior and exterior renovations to the existing structure, which is consistent with these goals, as it will improve the functionality, aesthetics, and safety of the building while preserving its historical character.

2. **The proposed land use is compatible with surrounding land uses and shall not be detrimental to the public's health, safety and general welfare.**

The proposed land use of "General Retail" and "Small Product Manufacturing" is compatible with the surrounding land uses, which include an automobile repair and storage facility, commercial offices and restaurants, as well as the Grace Hudson Museum. The proposed improvements to the existing structure will enhance the functionality of the property while maintaining its existing relationship to the surrounding area. Additionally, the project includes measures such as improved accessibility, safety upgrades, and limited structural enhancements that align with the community's goals for downtown revitalization and adaptive reuse.

3. **The reconstruction or structural alteration of a nonconforming structure may be allowed with Zoning Administrator approval of a minor use permit; provided, that the review authority first determines that the modification is necessary to secure added safety or to reduce the fire hazard and/or to secure aesthetic advantages through the alignment, architecture, or closer conformity to surrounding allowed structures in the immediate neighborhood, and only in compliance with subsections C1 and C2 of this section.**

The proposed upgrades include modernizing electrical systems, addressing structural deficiencies, and improving safety features such as ventilation and accessibility, which directly contribute to the overall safety of the building. These improvements will reduce potential fire hazards by upgrading the mechanical and electrical systems to current standards. Additionally, the review of submitted building permits by the City's Fire Prevention Division will ensure that annual inspections and improved safety measures, such as alarm systems, are incorporated and maintained to the satisfaction of the City.

Additionally, the exterior modifications, including upgraded entrance doors, ADA-compliant access, and more regular maintenance and repair, will improve the building's aesthetic compatibility with the immediate neighborhood, particularly with the incorporation of professional signage. The proposed changes are in line with the City's goals for enhancing downtown aesthetics and supporting the revitalization of the area.

As such, the proposed alterations meet the criteria outlined in subsections C1 and C2, ensuring the project improves safety, reduces fire hazards, and enhances the aesthetic value of the building in relation to its surroundings.

4. **Exception Findings:** The required findings for the grant of exception include: the request is consistent with the intent of this code and the Ukiah General Plan that the project is compatible with the neighborhood and design intent of this code; the project provides appropriate connections, transitions, and relationships between buildings and the street, adjacent properties and one another; the project provides adequate and appropriate pedestrian facilities and connections; the project would not impair the desirability of investment, employment, or residence in the neighborhood; the project is not detrimental to the public's health, safety and general welfare; special circumstances or conditions apply to the site, building, improvement or use, such as the preservation of natural resources (creek, tree preservation), providing enhanced pedestrian facilities or enhanced outdoor areas (outdoor seating, enhanced landscaped areas).

Most of the required findings for the grant of exception are not applicable or relevant to the proposed renovation and reuse of the structure at 401 South State Street, as the project involves relatively minor updates to an existing building without substantial physical changes or new construction. The project is consistent with the intent of the Downtown Zoning Code and the Ukiah General Plan, as it maintains the building's original commercial and warehouse functions while enhancing its functionality and aesthetics.

Regarding the findings for compatibility with the neighborhood and design intent, the proposed changes are in line with the existing character of the area and focus on modernizing and improving the existing space, not on introducing significant new construction. The project does not require major adjustments to the street or adjacent properties, as it primarily involves interior and exterior upgrades, such as improved lighting, ADA-compliant entrances, and enhanced workspaces.

As the project does not include substantial new construction or site changes, the findings related to providing new pedestrian facilities, connections, or significant landscaping improvements are not relevant. The project will not impair the desirability of investment or employment in the neighborhood, as it maintains an active commercial site and enhances the environment for both employees and customers. Furthermore, the improvements are not detrimental to public health, safety, or welfare; the proposed upgrades, including ventilation, eyewash stations, and improved electrical systems, promote a safer, more efficient working environment.

Lastly, there are no special circumstances or conditions at the site that would require extensive modifications to the building or property. The project remains largely within the existing structure's footprint, preserving its function and maintaining compatibility with the surrounding neighborhood.

CEQA FINDINGS

The proposed project at 401 South State Street is subject to the California Environmental Quality Act (CEQA) and qualifies for a categorical exemption under CEQA Guidelines, Article 19, Class 1, Section 15301 (Existing Facilities) (a), which covers minor interior or exterior alterations.

The proposed project involves minor renovations to an existing commercial structure, including interior and exterior upgrades, without altering the building's footprint or significantly impacting the surrounding site. The modifications will not result in substantial changes to the existing use, nor will they damage or disturb any natural features, as the site is fully developed and located within an urbanized area. Accordingly, the project meets the criteria for exemption and will not have a significant effect on the environment.

Additionally, the project is consistent with existing zoning and planning regulations, including the 2040 General Plan, Downtown Zoning Code requirements, and other relevant local policies, aligning with the City's established land-use expectations for the site. Upon review, it has been determined that the project will not impact sensitive environmental resources, such as habitats for endangered species, geologically sensitive areas, or sites of historical or archaeological importance.

PUBLIC NOTICE

- Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9231.3, 9263 and 9264:
- Published in the Ukiah Daily Journal on December 3, 2024
- Posted on the Project site on December 1, 2024;
- Posted at the Civic Center (glass case) on December 1, 2024; and
- Mailed to property owners within 300 feet of the Project parcels on December 1, 2024
- Emailed to all agencies having jurisdiction: December 1, 2024.

DRAFT

**DRAFT CONDITIONS OF APPROVAL
MINOR USE PERMIT
RENNOVATION & REUSE OF AN EXISTING COMMERCIAL STRUCTURE
401 SOUTH STATE STREET, UKIAH, CA; APN 002-269-05; FILE NO. 24-001480**

The following Conditions of Approval shall be made a permanent part of the Use Permit, shall remain in force regardless of property ownership, and shall be implemented in order for this entitlement to remain valid. The Zoning Administrator may condition a use permit to prohibit the occupancy of a building, structure, or land use until an inspection has been made which finds that the building, structure, or land use complies with all conditions specifically required to be completed prior to occupancy. If a use permit is so conditioned, the Zoning Administrator shall notify the City Building Official of such conditions. If a building permit is issued for a building or structure which is subject to a use permit so conditioned, the Building Official shall not approve a final inspection of such building or structure until the conditions have been met; provided, however, that responsibility for assuring applicant compliance with the provisions of the use permit remains with the Zoning Administrator. The Zoning Administrator may also require conditions be completed prior to the issuance of building permits.

Approved Project Description: The Applicant requests a Minor Use Permit for voluntary modifications to an existing structure per Ukiah City Code Section 9231.14(C)(3) to facilitate its reuse for 'General Retail' and 'Small Product Manufacturing' in accordance with the Downtown Zoning Code (DZC) at 401 South State Street, Ukiah, CA; APN 002-269-05; File No. 24-001480. This approval also includes an exception from the Downtown Zoning Code.

This approval is based on the associated findings (Attachment 1), in accordance with Ukiah City Code Section 9262(E), as well as Ukiah City Code Section 9231.5 (Table 29, Exception Procedures) of the Downtown Zoning Code.

CITY OF UKIAH SPECIAL CONDITIONS

1. To ensure consistency with the Downtown Zoning Code (Table 9: Outdoor Storage Areas & Screening), the identified outdoor storage area shall be fenced and screened using materials, aligned or identified by the Downtown Zoning Code that are also compatible with the design of the adjacent building. Planters or increased landscaping, including well-maintained shrubs or other greenery, may be incorporated to provide additional screening. Masonry walls or a combination of these elements can also be utilized to achieve both functionality and aesthetic compatibility, contributing positively to the overall streetscape and site design.
2. The proposed 'Shipping & Receiving' area shall include signage conveying that use of the area is restricted to shipping and receiving activities only.

CITY OF UKIAH STANDARD CONDITIONS

3. This approval is not effective until the 10-day appeal period applicable to this Planning permit has expired without the filing of a timely appeal. If a timely appeal is filed, the project is subject to the outcome of the appeal and shall be revised as necessary to comply with any modifications, conditions, or requirements that were imposed as part of the appeal.
4. All use, construction and the location thereof, or occupancy, shall conform to the application and

to any supporting documents submitted therewith, including any maps, sketches, or plot plans accompanying the application or submitted by applicant in support thereof.

5. Any construction shall comply with the "Standard Specifications" for such type of construction now existing or which may hereafter be promulgated by the Department of Public Works of the City of Ukiah; except where higher standards are imposed by law, rule, or regulation or by action of the Zoning Administrator, such standards shall be met.
6. Building permits shall be issued within two years after the effective date of the Planning Permit or same shall be null and void.
7. In addition to any particular condition which might be imposed; any construction shall comply with all building, fire, electric, plumbing, occupancy, and structural laws, rules, regulations, and ordinances in effect at the time the Building Permit is approved and issued.
8. A Final Signage Plan shall be submitted prior to issuance of Building Permit. The Applicant shall obtain all required Sign Permits, in compliance with Division 3, Chapter 7, Signs, of the UCC. Prior to the placement/installation of any sign(s), the applicant shall make application for and receive approval of a sign permit. All signage shall be in substantial conformance with the design and development standards of the Downtown Zoning Code.
9. The Applicant shall submit verification of all applicable permits or approvals in compliance with all local, state and federal laws to the Community Development Department prior to the provision of any finalized use permit or 'Certificate of Occupancy'.
10. All fees associated with the project planning permits and approvals shall be paid in full prior to occupancy.
11. As outlined in Article 20, Administration and Procedures, of the Zoning Code this planning 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.
12. In accordance with Public Resource Code 21082, in the event that prehistoric archaeological features such as a concentration of flaked stone artifacts, or culturally modified soil (midden) or dietary shell are encountered at any time during preparatory grading or underground excavation to remove existing structures, all work should be halted in the vicinity of the discovery. A qualified archaeologist should be contacted immediately to make an evaluation and determine if the discovered material represents a definite cultural resource. If it is determined that a potentially significant feature has been revealed, a temporary suspension of earth disturbing activities should be enforced until an appropriate mitigation program can be developed and implemented to satisfy the Planning Division. An archaeological monitor shall observe all further work during construction activities that are located within or near an archaeological site area, and formal tribal consultation may be required.

BUILDING DIVISION AND UKIAH VALLEY FIRE AUTHORITY CONDITIONS

13. A permit will be required for T.I. (Tenant Improvements). Please submit plans, building permit application, and hardship form. Please submit four complete plan sets, two wet stamped and signed.
14. The design and construction of all site alterations shall comply with the 2022 California Building Code, 2022 Plumbing Code, 2022 Electrical Code, 2022 California Mechanical Code, 2022 California Fire Code, 2022 California Energy Code, 2022 Title 24 California Energy Efficiency

Standards, 2022 California Green Building Standards Code and City of Ukiah Ordinances and Amendments.

15. The applicant shall submit a recent appraisal from a licensed appraiser to the City's Building Official. The Building Official, in conjunction with the Planning Division, shall verify the appraiser's determination of the current market value and the approved scope of work. Voluntary modifications, alterations, reconstruction, or repairs otherwise required by law (e.g., City adopted building, electrical, plumbing codes) shall be allowed without being subject to UCC §9231.14(C)(3).

MENDOCINO COUNTY AIR QUALITY MANAGEMENT DISTRICT CONDITIONS

16. Commercial structures Subject to Federal NESHAPS for Asbestos 40 CFR 61 - Prior to renovation work commencing, a survey by a Certified Asbestos Consultant must be conducted, samples of materials to be disturbed tested for asbestos and results submitted to Air Quality with a completed Asbestos Demolition-Renovation Notification form (attached) for review and / approval.



 **PERMIT PROJECT**
FILE #: 24-001480
401 STATE ST UKIAH CA 95482
RETAIL BUILDING WITH LIGHT INDUSTRIAL AND IMPROVEMENTS



PERMIT #: PA24-000018

Permit Type
Planning Permit Application

Subtype
Use Permit - Minor

Work Description:
Retail building with light industrial and improvements

Applicant
TCW Equipment - Nena Caviness

Status
Online Application Received

Valuation
0.00



FEES & PAYMENTS

Plan Check Fees
0.00

Permit Fees
1,000.00

Total Amount
1,000.00

Amount Paid
0.00

Balance Due
1,000.00

☐ Non-Billable



PERMIT DATES

Application Date
11/05/2024

Approval Date

Issue Date:

Expiration Date:

Close Date

Last Inspection

APPLICATION INFORMATION

Parcel Size
.35 Acres

Building Size
9,364 SF

Number of Floors
1

DESCRIPTION OF BUILDING AND SITE

USE OF BUILDING	DESCRIPTION	SQUARE FOOTAGE	NUMBER OF UNITS/SUITES	
Office (business/professional) ▼	Offices & Conference Room	850	3 offices/1 conf room	
Retail ▼	Showroom, Will-call, Self s	5,722	Showroom & warehouse	
Light Industrial ▼	Assembly & fabrication	2,206	2 Garage bays, Machine Rm	
Other ▼	Unused Mezzanine	586	1	
▼				
 Add Row				

OPERATING CHARACTERISTICS

Days and Hours of Operation
M-F 7 a.m. - 4:30 p.m.

Days and Hours of Shifts
M-F 7-4:30 p.m., 7-3:00 p.m., 8:30-4:30 p.m.

Number of Shifts
3

Number of Employees/Shift
2-3

Loading Facilities
Yes

Type/Vehicle Size
Box trucks & Semi trucks, 55-72 ft

Deliveries
Yes

Type
USPS, LTL, UPS, FedEx, DHL

Number (day/week/month)
UPS/FedEx 5 days/wk, LTL/Freight 2-3 times a wk

Time(s) of Day
Between 7-4

Outdoor areas associated with use?
Yes

Square Footage

2000 SF

Sales area?

Yes



Square Footage

1160 SF

Unloading of deliveries?

Yes



Square Footage

1000 SF

Storage?

Yes



Square Footage

1200

Noise generating use?

Yes



Description

Air Compressor (less than 1 hr day)



SUBMITTAL DOCUMENTS

Other information may be required at the discretion of staff in order to fully evaluate the project and/or to conduct required environmental review for the project.

Please review the application packet prior to submittal to the City. Application packets that do not include the required materials may not be accepted for processing or may be deemed Incomplete.

For cannabis and telecommunication projects, please contact Staff for additional checklist and submittal requirements.

Staff will determine the number of plans needed for the initial submittal. Once the application is complete, the number of plans sets required for the public hearing will be determined by staff. Plans are required to be provided prior to the hearing.

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.

Written Project Description

[Ukiah Planning Permit Description.pdf](#)



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.

Building Elevations

[401 S State Elevations.pdf](#)



Drawing must include all elevations (front, rear, and sides) and identify dimensions, materials and colors. One set of colored drawings is required.

Floor Plan

[401 South State Ukiah FloorPlan.pdf](#)



Site Plan

[401 S State St Site Plan.pdf](#)



Must be prepared to scale and include: a north arrow, all property lines, adjoining streets, creeks, ponds, drainage ditches, existing curb, gutter, and sidewalk, existing and proposed buildings (with square footage noted), parking spaces, all existing trees, existing and proposed fences, buildings on adjacent parcels, existing fire hydrants within 600- feet, access and utility easements (with widths), location and width of all easements (access, drainage, utility, etc.) location of existing and proposed trash enclosures, and the percentage of average slope of the property. Site contours may also be required.

See plot plan requirements here

Details - Fence



I, Henry and Margaret Nelson, owner authorize Tenesha & Michael Caviness to act on my behalf for this project and I have read and agree with all of the above. (Application must be signed by owner).

DocuSigned by:

Henry Nelson

DocuSigned by:

MARGARET J. NELSON

Oct. 15, 2024

PROPERTY OWNER SIGNATURE

513C8E078ADB439...

DATE

I, Tenesha G. Caviness, am the ☐ owner / ☒ authorized agent of the property for which the development is proposed. The above information and attached documents are true and accurate to the best of my knowledge.

I have read and agree with all of the above.

I hereby authorize employees of the City of Ukiah, the City's authorized agents, and persons with review or decision making authority for the project to enter upon the subject property, as necessary, to inspect the premises, post notices, and process this application.

I understand that conditions of approval may be placed on my project by the city of Ukiah and it is my responsibility to fully understand the conditions and ask questions about them before action is taken on my planning permit.

Tenesha G. Caviness

Oct. 15, 2024

☐ OWNER / ☒ AUTHORIZED AGENT**DATE**

INDEMNIFICATION AGREEMENT

As part of this application, the applicant agrees to defend, indemnify, and hold harmless the City of Ukiah, its agents, officers, council members, employees, boards, commissions or Council 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 any approval of the application or related decision, or the adoption or certification of any environmental documents or negative declaration which relates to its approval. This indemnification shall include, but is not limited to, all damages, costs, expenses, attorney fees or expert witness fees that may be awarded to the prevailing party arising out of it or in connection with the approval of the application or related decision, whether or not there is concurrent, passive, or active negligence on the part of the City, its agents, officers, council members, employees, boards, commissions of Council. 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.

The City of Ukiah shall have the right to appear and defend its interests in any action through its City Attorney or outside counsel. The applicant shall not be required to reimburse the City for attorney's fees incurred by the City Attorney of the City's outside counsel if the City chooses to appear and defend itself in the litigation.

I have read and agree to all of the above.

Tenesha G. Caviness☐ PROPERTY OWNER / ☒ AUTHORIZED AGENT

(PLEASE PRINT NAME)

Tenesha G. Caviness

Oct. 15, 2024

☐ PROPERTY OWNER / ☒ AUTHORIZED AGENT**DATE**

(SIGNATURE)

Revised 02/06/2024

Nena & Michael Caviness
2975 Dutton Ave., Unit C
Santa Rosa, CA 95407

September 6, 2024

Application supporting documents:

- ☐ 401 S. State St. Project Description (This document)
- ☐ Proposed Site Plan
- ☐ Proposed Floor Plan
- ☐ Proposed Building Elevations
- ☐ Property Appraisal
- ☐ Landscaping plan

Project Description:

Flooring: We will remove floor coverings that are in approximately half of the building. The other half is already exposed concrete. We will polish the concrete floors throughout the building. This will give the space a more durable and safe experience for employees and customers. It will also improve the overall aesthetics.

Ceilings: The majority of the dropped ceilings will be removed to expose the ductwork and cables above. The cables will be managed and the exposed ducting will be painted to match the new modern look we aim to achieve.

Lighting: We plan to update the lighting fixtures throughout the warehouse, replacing the current fixtures with modern, LED lighting to create a uniform and contemporary atmosphere.

Garage Bays Work Area: The two existing garage bays at the back of the warehouse will be cleaned up to be workspaces for our welder and assembly technicians. This will allow us to efficiently contain and carry out production tasks on-site. Changes to the garage bays include:

- Install vents for adequate airflow for use during inclement weather.
- Remove debris and repair the existing drain.
- Add an eyewash station.
- Remove a constructed wooden mezzanine.

Front building “Showroom”

The front building will be used as a showroom for larger equipment and a self-serve area for pick-up of filter products and stainless steel fittings.

We will use the four rooms that exist in the perimeter of the front half of the building as offices, a conference room, and for will-call pickup.

This front space has two restrooms that need updating. We will convert one of the restrooms to be ADA compliant and we will decommission the 2nd toilet line. We will keep the sink from the 2nd bathroom and convert it to a beverage area for customers to take coffee/tea/and water.

Machine Room:

Toward the back of the warehouse, we will keep the half wall/divider that is currently constructed in the retail space of the hospice. This will help create a barrier for product assembly and light manufacturing. The approximate size of this area is 1300 sqft of the 5322 sqft which is the main warehouse space.

Customer Access & Entrance Modifications:

We plan to direct customers to enter through the west and north entrances. The entrances will lead customers into a welcoming space where they can shop our inventory, retrieve Will-Call orders, and browse our showroom.

The west and north doors are currently inoperable. We will replace them so they have full functionality. These will be the main customer entrances.

The storefront door in the parking lot on Main St. will be replaced with a roll-up door and this will be the meeting point for any outgoing or incoming deliveries and freight. This modification will facilitate a more efficient workflow for our team and it will keep deliveries and outgoing freight out of the way for a more pleasant shopping experience for customers. We usually have about 4-6 freight deliveries and pickups a week.

We will also replace one of the rollup doors in the shop bays so that it has an ADA manway entrance.

Electrical:

- We will replace the current outdated electrical panels with one large panel. The building had 3-phase service and it was disconnected at some point. We will work with the city to reconnect/re-run 3-phase service to the building which will

accommodate the testing and repair of our customer's equipment which require a variety of electrical requirements (3-phase, Single phase, 230 V, and 480 V.)

- We will add a charger for the company's electric vehicle.
- We will add an air compressor to the back parking lot.

In summary: we believe these improvements will enhance the functionality and appeal of the building while supporting our operational needs. We are committed to adhering to all relevant building codes and regulations throughout the renovation process.

We would appreciate your review and approval of our planned renovations. Please feel free to contact me if you require any additional information or have any concerns regarding our project. We look forward to working with the City Planning Department to bring this project to fruition.

Thank you for your time and consideration.

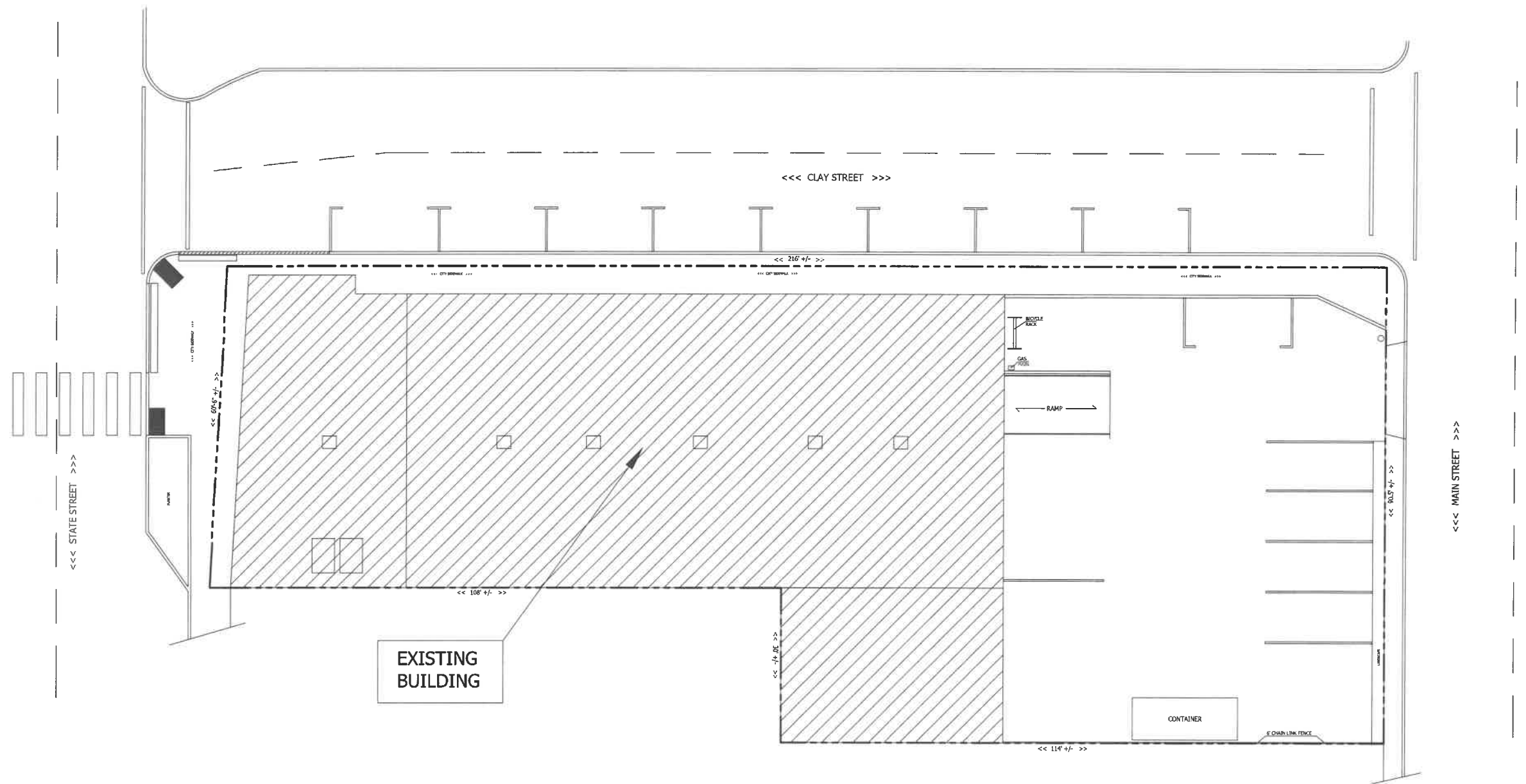
Sincerely,



Nena & Michael Caviness
Owners
TCW Equipment
707-474-2000

Legend:

PROPERTY LINE
BUILDING ENVELOPE
EDGE OF PAVEMENT
BUILDING FOOTPRINT LINE
CONTOUR LINES



1

SITE PLAN
Scale 3/32" = 1'



REVISIONS	DATE	BY

RUFF + ASSOCIATES

Architecture Planning Development
100 West Standley Street, Ukiah, CA 95482
Phone: 707-472-0525 Fax: 707-472-0527
e-mail: richard@ruffarchitect.com
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CA License # C11738 - 8597217

LICENSED ARCHITECT
RICHARD RUFF
NO. C11738
REN. 11-30-23
STATE OF CALIFORNIA

TENANT IMPROVEMENT PLAN SET
TCW EQUIPMENT
401 SOUTH STATE STREET
UKIAH, CA 95482

SHEET TITLE

SITE PLAN

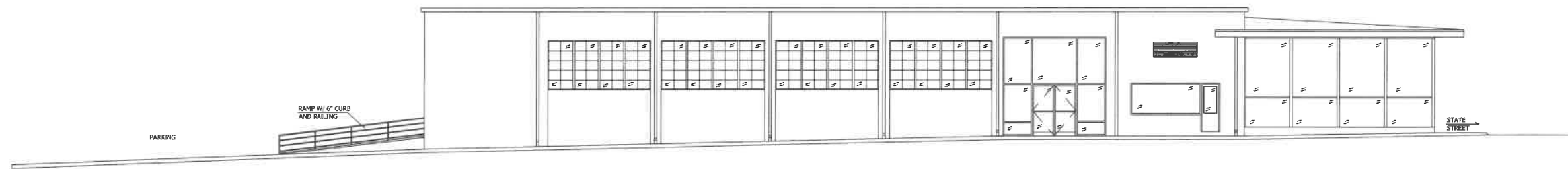
DRAWN BY PSM
CHECKED BY RPR
DATE SUBMITTED 9-17-2024
DATE CREATED 9-17-2024
SCALE AS NOTED

PAGE
A1

SHEET 4 **OF** 12



1
EXISTING WEST ELEVATION
SCALE 1/4" = 1'



2
EXISTING NORTH ELEVATION
SCALE 1/8" = 1'

REVISIONS	DATE	BY



RUFF + ASSOCIATES

Architecture Planning Development

100 West Standley Street, Ukiah, CA 95482

Phone: 707-472-0525 Fax: 707-472-0527

e-mail: richard@ruffarchitect.com

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LICENSED ARCHITECT

RICHARD RUFF

NO C11738

REX 11-00-001

STATE OF CALIFORNIA

TENANT IMPROVEMENT PLAN SET

TCW EQUIPMENT

401 SOUTH STATE STREET

UKIAH, CA 95482

SHEET TITLE

ELEVATIONS
SHEET 1

DRAWN BY PSM

CHECKED BY RPR

DATE SUBMITTED 9-17-2024

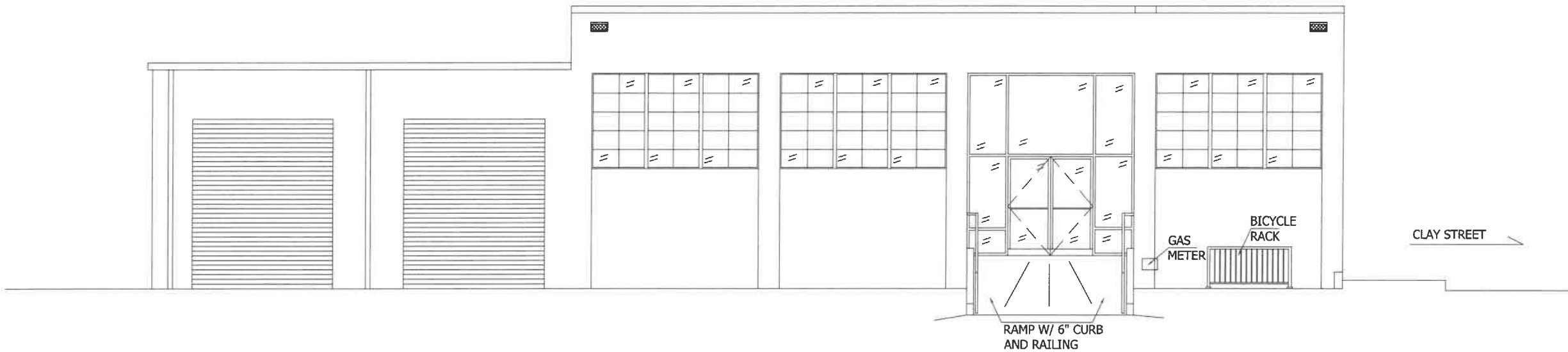
DATE CREATED 9-17-2024

SCALE AS NOTED

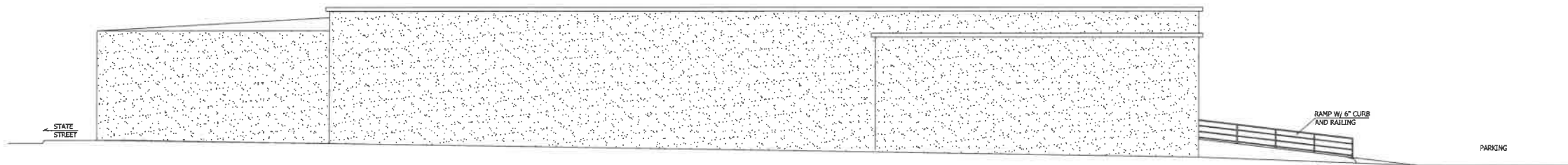
PAGE

A3.0

SHEET 8 OF 12



1 EXISTING EAST ELEVATION
SCALE 1/4" = 1'



2 EXISTING SOUTH ELEVATION
SCALE 1/8" = 1'

REVISIONS	DATE	BY



RUFF + ASSOCIATES

RUFF + ASSOCIATES
 Architecture Planning Development
 100 West Stundley Street, Ukiah, CA 95482
 Phone: 707-472-0525 Fax: 707-472-0527
 e-mail: richard@ruffassociates.com
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 RICHARD RUFF
 ARCHITECT
 STATE OF CALIFORNIA

TENANT IMPROVEMENT PLAN SET
TCW EQUIPMENT
401 SOUTH STATE STREET
UKIAH, CA 95482

SHEET TITLE

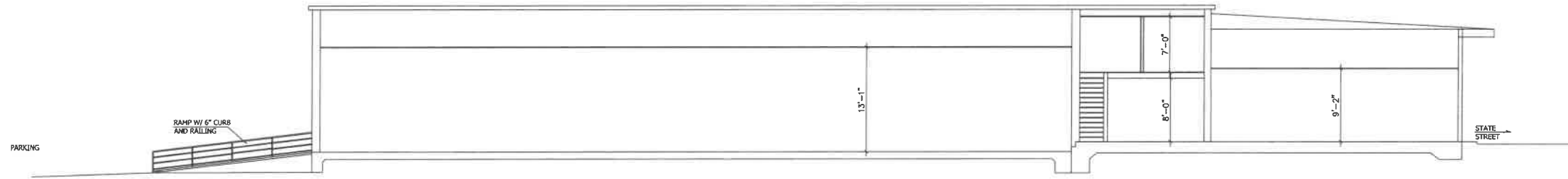
ELEVATIONS
SHEET 2

DRAWN BY	PSM
CHECKED BY	RPR
DATE SUBMITTED	9-17-2024
DATE CREATED	9-17-2024
SCALE	AS NOTED

PAGE

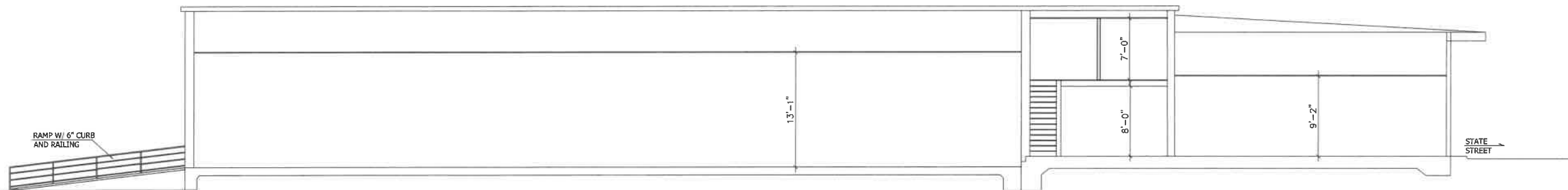
A3.1

SHEET 9 OF 12



1

SECTION VIEW A
SCALE 1/4" = 1'



3

PROPOSED SECTION VIEW B
SCALE 1/4" = 1'

#	REVISIONS	DATE	BY



RUFF + ASSOCIATES

RUFF + ASSOCIATES
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TENANT IMPROVEMENT PLAN SET
TCW EQUIPMENT
401 SOUTH STATE STREET
UKIAH, CA 95482

SHEET TITLE

PROPOSED SECTION VIEWS
SHEET 1

DRAWN BY PSM
 CHECKED BY RPR
 DATE SUBMITTED 9-17-2024
 DATE CREATED 9-17-2024
 SCALE AS NOTED

PAGE
A4.0
 SHEET 10 OF 12



BY	
DATE	
REVISIONS	
#	
TENANT IMPROVEMENT PLAN SET	
TCW EQUIPMENT	
401 SOUTH STATE STREET	
UKIAH, CA 95482	
SHEET TITLE	
EXISTING SHOW ROOM AND UPPER FLOOR PLANS	
DRAWN BY	PSM
CHECKED BY	RPR
DATE SUBMITTED	9-17-2024
DATE CREATED	9-17-2024
SCALE	AS NOTED
PAGE	A2.1
SHEET	6 OF 12



Community Development and Planning Department
 300 Seminary Avenue
 Ukiah, CA 95482
planning@cityofukiah.com
 (707)463-6203

DATE: March 27, 2013
 TO: Planning Commission
 FROM: Jennifer Faso, Associate Planner
 SUBJECT: Request for a Major Use Permit to allow a Thrift Store
 401 South State Street, APN 002-269-05
 File No. 13-06-UP-PC

RECOMMENDATION

Staff recommends that the Planning Commission approve the proposed project based on the draft findings included in attachment 1 and subject to the draft conditions of approval included in attachment 2.

PROJECT DESCRIPTION

An application has been received from Dr. Robert Werra on behalf of Hospice of Ukiah to operate a thrift store at 401 South State Street, APN 002-269-05. The business would have the following operating characteristics:

- Days and hours of operation would be 9:00 am to 5:00 pm Monday thru Friday and 10:00 to 4:00 on Saturday, closed Sunday.
- Donations would be accepted Monday thru Friday 10:00 am to 4:00 pm and 10:00 am to 3:00 pm on Saturday, closed Sunday.
- Three full time employees, two part time employees and variable number of volunteers.
- Installation of window signs.

No changes to the exterior or footprint of the building are proposed as part of this project.

SETTING

The project site is located on a developed 15,100 square foot lot within the downtown, specifically the southeast corner of South State Street and Clay Street which has frontage on South State Street, Clay Street and South Main Street. The lot includes an 8,000 square foot commercial building and parking lot. The property is surrounded by the following uses:

Hospice of Ukiah
 Thrift and Gift Store
 401 South State Street
 File No. 13-06-UP-PC

- North: Auto repair services, retail uses and residential zoned Urban Center (UC)
- South: Restaurant and retail uses zoned Urban Center (UC)
- West: Professional office, real estate office and motel zoned Urban Center (UC)
- East: Sun House and residential zoned High Density Residential (R3)

STAFF ANALYSIS

General Plan. The land use designation of the subject property is Commercial (C). This land use designation identifies areas where commerce and business may occur. The proposed commercial use is consistent with the General Plan designation of the subject property. The actual uses allowed are determined by the zoning of the parcel (such as Neighborhood Commercial, Community Commercial, or Heavy Commercial). Table 1 below provides an analysis of the General Plan goals and policies that apply to the proposed project.

Table 1: General Plan Goals and Policies	
General Plan Goal/Policy	Staff Analysis
	Economic Development
Goal ED-1. <i>Support a strong local economy.</i>	The project would allow a vacant commercial building to be occupied and would also allow an existing City of Ukiah business to relocate and continue operations resulting in contribution to the local economy. The proposed project would occupy a building which has been vacant for several years. Occupancy of this building would bring new business/foot traffic to this area of the downtown. The project is required to have a business license however since it is a non-profit no fees are collected.
Goal GP-1. <i>Promote, attract or assist in developing business, particularly those that add value to resources already found or processed in the Ukiah Valley.</i>	Approval of the request for use permit would allow an established business within the city to relocate to a location that would better serve the needs of its customers.
Goal GP-2. <i>Promote business development, emphasizing local ownership of business in order to keep capital and growth within the community.</i>	The Hospice of Ukiah is a local non-profit that assists the residents of Ukiah and the Ukiah Valley. The Hospice Thrift and Gift proceeds are the primary support for Hospice services. Approval of this use permit would allow the local community group to continue their work so that this type of care can continue with the community.

Ukiah Airport Master Plan. The project site is located within the B-2 zone (Extended Approach-Departure Zone) on the Airport Compatibility Zone Map and is subject to moderate risks and frequent noise intrusions from aircraft. The following table includes the B2 compatibility criteria from Table 7A of the Ukiah Airport Master Pan that apply to the proposed project and staff's analysis.

Hospice of Ukiah
Thrift and Gift Store
401 South State Street
File No. 13-06-UP-PC

Table 2: Summary of B2 Compatibility Criteria

B2 Compatibility Criteria	Staff Analysis
Low intensity retail and office uses are normally acceptable uses in the B2 compatibility zone.	The proposed project would be a retail thrift store for Hospice Thrift and Gift. This use is consistent with low intensity retail uses which are allowed in the B2 zone.
The maximum density is 90 people per acre for non-residential uses in the B2 In-Fill area.	The In-Fill policy allows 90 people per acre for non-residential uses therefore given that the site is .35 of an acre the maximum density cannot exceed 31 people (.35 acre site X 90 people/acre). The applicant has indicated that the proposed thrift shop would have approximately three employees on a daily basis and it is not anticipated there would be more than 28 customers in the store at any one time.
Minimum 30% "Open Land" is recommended. This is applied to the entire area with a B2 designation not just the project site.	The size of the parcel is 15,100 square feet (.35 acre). The footprint of the building is 8,000 square feet which leaves 53 % of open land for this parcel exceeding the 30% minimum recommended for the B2 zone. Based on a field survey it is staff's opinion that the proposed project is similar to other existing development in the B2 zone. The In-Fill Policy allows new development that is similar in intensity to that of surrounding already existing uses.

Zoning and Site Analysis. The parcel is located within the boundaries of the Downtown Zoning Code (DZC) and is zoned Urban Center (UC). In the UC district thrift shops are allowed with the approval of Major Use Permit. Thrift shops are defined as:

A retail store that buys and sells used products, including clothing, furniture and household goods, jewelry, appliances, musical instruments, business machines, office equipment, tools, motors, machines, instruments, or any similar second hand articles or objects.

During the workshop discussions held for the Downtown Zoning Code, the Planning Commission spent a considerable amount of time reviewing various types of uses and discussed what type of discretionary review, if any, would be required for each. In regards to thrift shops, it was the consensus of the Planning Commission that given the nature of thrift shops discretionary review at the Planning Commission level should be required because this type of use could have blighting effect, especially if there was an overconcentration of this type of use. Concerns included donations left outside, outside display/storage, visual appearance of the site, type of merchandise, overall management practices of the specific thrift shop. Any of these could have a negative impact on the immediate area as well as the greater downtown.

- 1 Table 3 below includes the applicable requirements of the zoning ordinance with staff analysis.

Table 3: Zoning Ordinance and Site Analysis	
Zoning Ordinance Requirement	Staff Analysis
Development Standards	
The zoning ordinance includes development standards for setbacks, building height, site area and yard setbacks.	N/A The project site is already developed and no modifications to the exterior of the building or building footprint are proposed as part of this application.
Uses	
Thrift Shops Table 3 of DZC allows Thrift Shops within the Urban Center (UC) zone with approval of a Use Permit.	The applicant has applied for a use permit to operate a thrift Shop. See Use Permit analysis below in Table 4.
Parking	
Vehicle Parking Retail uses: 1 space for every 300 sf Properties located in Downtown Parking Improvement District are exempt from providing onsite parking.	Vehicle Parking Based on the square footage of the building, 26 parking spaces would be required. Since the parcel is located in the Downtown Parking District, the project is exempt from providing onsite parking. The project site does have a parking area located at the rear of the site. The parking area has room for five vehicle parking spaces; however the lot is not striped. A draft condition of approval has added that the lot be striped for standard size parking spaces. In addition to the rear parking there are six (6) on street parking spaces along Clay Street three (1) parking spaces on South State and one (1) on South Main Street. The project is located within the boundaries of the Downtown Parking Improvement District and therefore no on-site parking is required.
Bike Parking 10% of the required vehicle parking	Bike Parking. Based on 26 vehicle parking spaces, 3 bike parking spaces are required and this had been included as a condition of approval. It is anticipated that customers and employees are likely to ride their bikes to this location and providing bike parking will make this more likely.
Landscaping	
Landscaping standard requirements for projects within the DZC are included in Table 10 of the DZC.	There are currently street trees along South State Street. No new landscaping is proposed as part of this application. Based on the scope of the project and the fact that there are not any additional opportunities for landscaping on the site, installation of new landscaping is not required.

2

Hospice of Ukiah
Thrift and Gift Store
401 South State Street
File No. 13-06-UP-PC

Use Permit. In order to approve a Use Permit, the findings included in Zoning Ordinance section 9262(F1) are required to be made. The required findings and staffs analysis are included in the table below.

Table 4. Use Permit Analysis	
Use Permit Findings	Staff Analysis
<i>The proposed land use is consistent with the provisions of this Title as well as the goals and policies of the City General Plan.</i>	The proposed project is consistent with the General Plan as described under General Plan above. The project is consistent with the Zoning Ordinance as described in Table 2 above.
<i>The proposed land use is compatible with surrounding land uses and shall not be detrimental to the public's health, safety and general welfare.</i>	The project approved with conditions is compatible with surrounding uses based on the following: • The project site is located within an existing commercial area. • The location has in the past been used for retail uses. • The hours of operation would be consistent with other business in the area and with the hours of operation of the previous business. • In order to ensure the site remains clear of donations dropped off outside and to prevent outside storage of donations while also taking into account that the site is on a corner which is visible from three streets and that the "back of house" operations would be visible from South Main Street; drop off of donations shall not be permitted after business hours. Draft condition of approval 3B and 4B have been added that require Hospice to install a sign at the front of the site and at the rear of the site that clearly notes that donations shall not be left outside after business hours. Condition also requires the sign to be in both English and Spanish. • Outside storage or display of items would not be allowed. Draft condition of approval has been added 2B. The project will not be detrimental to the public's health , safety and general welfare based on the following: • There is adequate parking (on-street and on-site) along with loading and drop off facilities available on site. Staff recommends that the parking lot at the rear of the building be striped in order to make it known to employees and customers that parking is available at the rear of the site and to make the best use of available space. Making it easier for people to use onsite parking will allow on-street parking spaces to remain available to employees and customers of other businesses in the area.

Hospice of Ukiah
Thrift and Gift Store
401 South State Street
File No. 13-06-UP-PC

	• Through the use permit the operational characteristics would be regulated through the conditions of approval such as site maintenance, drop off procedures, signage, and parking; therefore the project would not be detrimental to the surrounding uses. • The existing parking lot at the rear of the project site is not striped. Staff has included a draft condition of approval that the parking lot be striped so that the lot would function better as a parking lot and be used as such. • Since the site has some on-site parking and staff is recommending that the lot be striped, staff recommends that employees be encourage to park on site. This would allow street parking to remain available for customers of the Thrift store and other businesses in the area. • The project has been reviewed by the Fire Marshal, Police Department, Building Official, and Public Works and any review comments from these departments have been included as conditions of approval. • The project is required to comply with all federal, state and local laws. • The project is consistent with the Airport Master Plan B2 compatibility zone requirements as noted in Table3.
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ENVIRONMENTAL REVIEW

The proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15303 (c), Conversion of Small Structures, which allows structures up to 10,000 square feet to be converted from one use to another in urbanized areas when the use does not involve significant amounts of hazardous materials, where all necessary public services and facilities are available, and the surrounding area is not environmentally sensitive based on the following:

- The total building square footage is 8,000 square feet.
- The project does not involve the use of hazardous materials.
- The location is not environmentally sensitive and with no drainage courses or bodies of water (such as creeks or streams).
- The site is developed with an existing building and parking lot, utilities and services already are available at the site and no expansion of the existing building footprint is proposed as part of the project.

PUBLIC NOTICE

A notice of public hearing was provided in the following manner:

- posted in three places on the project site on March 15, 2013;

Hospice of Ukiah
Thrift and Gift Store
401 South State Street
File No. 13-06-UP-PC

- mailed to property owners within 300 feet of the project site on March 13, 2013; and
- published in the Ukiah Daily Journal on March 17, 2013.

As of the writing of this staff report, no correspondence has been received in response to the notice.

DECISION TIMELINE

The proposed project is subject to the requirements of the Permit Streamlining Act (PSA). The PSA requires that a decision be made on the project within 60 days of the application being deemed complete. This application was submitted to the Community Development and Planning Department on March 11, 2013 and was deemed complete on March 13, 2013. As such, a decision must be made on the project no later than May 13, 2013. The applicant may request a onetime extension of the decision timeline. The next regularly scheduled Planning Commission meeting is April 10, 2013.

Attachments

1. Draft Use Permit Findings
2. Draft Use Permit Conditions of Approval
3. Project Description submitted by applicant date stamped Mar 11, 2013
4. Photos submitted by applicant and date stamped March 11, 2013.
5. Plans submitted by applicant date stamped March 11, 2013.



CITY OF UKIAH
Department of Planning & Community Development
300 Seminary Avenue, Ukiah, CA 95482
www.cityofukiah.com



April 1, 2013

Dr. Robert Werra
Ukiah Hospice Thrift and Gift
2 Lookout Drive
Ukiah, CA 95482

Re: Use Permit for Ukiah Hospice Thrift and Gift
401 South State Street, APN 002-269-05
File No.: 13-06-UP-PC

Dear Dr. Werra,

On March 27, 2013 the Planning Commission reviewed your request for approval of a Use Permit to operate Hospice Thrift and Gift at 401 South State Street, APN 002-269-05. It was the action of the Planning Commission to approve the Use Permit based on the findings of fact below and subject to the conditions of approval below.

**USE PERMIT FINDINGS TO ALLOW
HOSPICE OF UKIAH
TO OPERATE A THRIFT STORE AT
401 SOUTH STATE STREET, APN 002-269-05
FILE NO: 13-06-UP-PC**

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 project, as conditioned, is consistent with the goals and policies of the General Plan as described in the staff report and Table 1.
2. The proposed project, as conditioned, is consistent with the Zoning Ordinance as described in Table 2 of the staff report.
3. The proposed project, as conditioned, is consistent with the purpose and applicable requirements of the Downtown Zoning Code based on the following:
 - A. With an approved use permit the proposed project is a permitted use within the UC zoning designation.
 - B. The project meets the intent of this zoning district in that the thrift store business will provide commercial opportunities within Ukiah's Downtown.

Hospice Thrift and Gift
401 South State Street, APN 002-269-05
File No.13-06-UP-PC

- C. The proposed project site is located within the boundaries of the Downtown Parking Improvement District therefore off street parking is not required.
4. The proposed project, as conditioned, is consistent with the Airport Compatibility requirements for the B2 zone based on the following:
- A. The proposed project would be a retail store for the Hospice Thrift and Gift. This use is consistent with low intensity retail uses which are allowed in the B2 zone.
 - B. The In-Fill policy allows 90 people per acre for non-residential uses therefore given that the site is .35 of an acre the maximum density cannot exceed 31 people (.35 acre site X 90 people/acre). The applicant has indicated that the proposed thrift shop would have approximately three employees on a daily basis and it is not anticipated that there would be more than 31 customers in the store at any one time.
 - C. The size of the parcel is 15,100 square feet (.35 acre). The proposed footprint of the building is 8,000 square this leaves 53 % of open space for this specific parcel. Within the B2 zone the 30% open land criteria is only a recommendation not a requirement. Furthermore the In-Fill policy allows new development that is similar in intensity to that of surrounding already existing uses. Based on a field survey it is staff's opinion that that the proposed project is similar to other existing development in the B2 zone.
5. The proposed project, as conditioned, will not be detrimental to public health, safety and general welfare based on the following:
- A. Through the use permit the operational characteristics will be regulated, therefore the project would not be detrimental to the surrounding uses.
 - B. The project has been reviewed by the Fire Marshal, Police Department, Building Official, and Public Works and any review comments from these departments have been included as conditions of approval.
 - C. The project is required to comply with all federal, state and local laws.
 - D. The project is consistent with the Airport Master Plan B2 compatibility zone requirements as noted in Table 3.
6. The project approved with conditions is compatible with surrounding uses based on the following:
- A. The project site is located within an existing commercial area and is surrounded mainly by commercial uses.

- B. The proposed project would occupy a building which has been vacant for several years. Occupancy of this building would bring new business/foot traffic to the downtown area.
 - C. The location has in the past been used for retail uses.
 - D. The hours of operation would be consistent with other business in the area and is consistent with the hours of operation of the previous business.
 - E. Drop off of donations shall not be permitted after business hours. Draft condition of approval 5 has been added that requires Hospice to install signs that clearly notes that donations shall not be left outside after business hours.
 - F. Outside storage or display of items would not be allowed. Draft condition of approval has been added 2B.
7. The proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15303 (c), New Construction and Conversion of Small Structures, which allows structures up to 10,000 square feet in urbanized areas when the use does not involve significant amounts of hazardous materials, where all necessary public services and facilities are available, and the surrounding area is not environmentally sensitive based on the following:
- A. The total building square footage is 8,000 square feet.
 - B. The project does not involve the use of hazardous materials.
 - C. The location is not environmentally sensitive and no drainage courses or bodies of water (such as creeks or streams).
 - D. The site is developed with an existing building and parking lot, utilities and services already are available at the site and no expansion of the existing building footprint is proposed as part of the project.
8. Notice of the proposed project was provided in the following manner as required by the Zoning Ordinance:
- A. posted in three places on the project site on March 15, 2013;
 - B. mailed to property owners within 300 feet of the project site on March 13, 2013;
and
 - C. published in the Ukiah Daily Journal on March 17, 2013.

**USE PERMIT CONDITIONS TO ALLOW
HOSPICE OF UKIAH
TO OPERATE A THRIFT STORE AT
401 SOUTH STATE STREET, APN 002-269-05
FILE NO: 13-06-UP-PC**

1. Approval is granted for operation of Hospice Thrift and Gift at 401 South State Street APN, 002-269-05 as described in the project descriptions dated March 11, 2013 and shown on the plans submitted to the Community Development and Planning Department, date stamped March 13, 2013, except as modified by the following conditions of approval.
2. The use permit is granted subject to the following operating characteristics:
 - A. Days and hours of operation would be 9:00 am to 9:00 pm Monday thru Friday and 10:00 to 6:00 on Saturday and Sunday.
 - B. Donations shall be accepted Monday thru Friday 10:00 am to 5:00 pm and 10:00 am to 4:00 Saturday and Sunday.
 - C. There shall be no outside display or storage of items.
3. Prior to issuance of a business license, a revised site plan showing the following shall be submitted to Planning Staff for review and approval.
 - A. Location of required bike rack and specifications of proposed bike rack. Inverted "u" preferred.
 - B. Location and detail of required signs to be installed front and back of site. The signs shall instruct customers not to leave donations after hours and shall be in both English and Spanish.
 - C. Details for parking lot showing parking spaces striped.
4. Prior issuance of a business license, the following shall be completed and are subject to staff approval:
 - A. The required bike rack shall be installed as required in 3. Inverted "U" style rack is preferred.
 - B. Installation of signs required in 3B.
 - C. Completion of parking lot striping as required in 3C.
5. Signs require application of and approval of a sign permit prior to installation of signs.

6. Prior to issuance of business license and subject to staff review and approval a sign shall be installed at the rear of the building that says that donations are not accepted after close of business and that donation items shall not be left after close of business.

Standard City Conditions of Approval

7. This approval is not effective until the 10 day appeal period applicable to this Use Permit has expired without the filing of a timely appeal. If a timely appeal is filed, the project is subject to the outcome of the appeal and shall be revised as necessary to comply with any modifications, conditions, or requirements that were imposed as part of the appeal.
8. 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/finaled.
9. 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.
10. 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.
11. In addition to any other condition imposed, any construction shall comply with all building, fire, electric, plumbing, occupancy, and structural laws, regulations and ordinances in effect at the time the Building Permit is approved and issued.\
12. A copy of all conditions of this Use Permit Amendment shall be provided to and be binding upon any future purchaser, tenant, or other party of interest.
13. All conditions of approval that do not contain specific completion periods shall be completed prior to commencement of services allowed by this use permit amenement.
14. 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.
15. 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.

All determinations of the Planning Commission regarding 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. The filing of an appeal requires the written appeal stating the grounds for the appeal, a completed Planning Permit Application form, and the appeal fee established by the City Council. For this item, an appeal must be filed with the City Clerk no later than April 8, 2013.

As acknowledgement of receipt of your project's Conditions of Approval please sign and return a copy of this letter.

If you have any questions feel free to contact me at 707.463.6206 or jfaso@cityofukiah.com.

Sincerely,

Jennifer Faso
Associate Planner

I _____, the applicant/Owner have read and agree to the above Conditions of Approval.

Applicant/Owner

Date

C: Henry and Margaret Nelson, 1228 E. Ludlow Ridge Road, Port Ludlow, WA 98365



PROJECT REVIEW REFERRAL

Please provide comments by: November 15th

The City of Ukiah Community Development Department is soliciting input on the project described below for use in the staff analysis, CEQA document, and public hearing documents. Please identify any questions you have or missing information you need to complete your review, as well as suggested Conditions of Approval.

TO:			
☒	City Planning Manager	☒	Mendocino County Planning and Building
☒	City Building Official	☒	Mendocino County Surveyor/Assessor
☒	City Public Works Dept.	☐	Mendocino Transit Authority
☒	Ukiah Valley Fire Authority	☐	US Army Corps of Engineers
☒	City Police Dept. Captain	☐	Regional Water Quality Control Board
☒	City Police Dept. Community Service Officer	☐	CA Dept. of Fish and Wildlife
☒	City Electric Utility Dept.	☐	CA Dept. of Transportation
☒	Ukiah Municipal Airport Operations Manager	☐	Sonoma State Northwest Information Center
☒	Airport Land Use Commission	☐	AT & T
☒	Mendocino County Air Quality	☐	PG & E (gas)
☒	Mendocino County Environmental Health	☐	PG & E (Land Rights)
☐	California Military Land Use Office	☐	Other:
FROM PROJECT PLANNER: Katherine Schaefers, Planning Manager			

PROJECT INFORMATION:	
Project Name & Permit #:	Retail building with light industrial and improvements File no. 24-001480
Site Address & APN:	401 S. State St. Ukiah (APN: 002-269-05)
General Plan:	Commercial
Zoning:	UC- Urban Center (Downtown Zoning Code)
Airport Compatibility Zone:	4 (Outer Approach/Departure Zone)
Date Filed:	11/5/24
Resubmittal:	
Date Referred:	11/8/24
Prev. Projects on Site (include file #)	File # 13-06-UP-PC Ukiah Hospice Thrift and Gift (2013)
Applicant/Agent Name:	TCW Equipment - Nena Caviness
Phone:	707-474-2000
Email:	vena@tcwequipment.com
Project Summary:	
Introduction of new retail/light industrial use within an existing building including improvements. See attached details.	

Please indicate whether you have comments and sign and date below. Return this Project Referral Form by the date noted above to the Project Planner listed.

Name and Affiliation/Department (please print) MAX BRAZILL / UKIAH P.D.

☒ No Comment

☐ Comments / Conditions of Approval Attached

Max Brazill

Signature

11/12/24

Date

PROJECT REVIEW REFERRAL

Please provide comments by: November 15th

The City of Ukiah Community Development Department is soliciting input on the project described below for use in the staff analysis, CEQA document, and public hearing documents. Please identify any questions you have or missing information you need to complete your review, as well as suggested Conditions of Approval.

TO:			
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☒	City Police Dept. Community Service Officer	☐	CA Dept. of Fish and Wildlife
☒	City Electric Utility Dept.	☐	CA Dept. of Transportation
☒	Ukiah Municipal Airport Operations Manager	☐	Sonoma State Northwest Information Center
☒	Airport Land Use Commission	☐	AT & T
☒	Mendocino County Air Quality	☐	PG & E (gas)
☒	Mendocino County Environmental Health	☐	PG & E (Land Rights)
☐	California Military Land Use Office	☐	Other:
FROM PROJECT PLANNER: Katherine Schaefer, Planning Manager			

PROJECT INFORMATION:	
Project Name & Permit #:	Retail building with light industrial and improvements File no. 24-001480
Site Address & APN:	401 S. State St. Ukiah (APN: 002-269-05)
General Plan:	Commercial
Zoning:	UC- Urban Center (Downtown Zoning Code)
Airport Compatibility Zone:	4 (Outer Approach/Departure Zone)
Date Filed:	11/5/24
Resubmittal:	
Date Referred:	11/8/24
Prev. Projects on Site (include file #)	File # 13-06-UP-PC Ukiah Hospice Thrift and Gift (2013)
Applicant/Agent Name:	TCW Equipment - Nena Caviness
Phone:	707-474-2000
Email:	nena@tcwequipment.com
Project Summary: Introduction of new retail/light industrial use within an existing building including improvements. See attached details.	

Please indicate whether you have comments and sign and date below. Return this Project Referral Form by the date noted above to the Project Planner listed.

Name and Affiliation/Department (please print) Ronda Gott, Air Quality Management District

- ☐ No Comment
☒ Comments / Conditions of Approval Attached

Ronda Gott

November 14, 2024

Signature

Date

Comments / Conditions of Approval:

Commercial structures Subject to Federal NESHAPS for Asbestos 40 CFR 61 - Prior to renovation work commencing, a survey by a Certified Asbestos Consultant must be conducted, samples of materials to be disturbed tested for asbestos and results submitted to Air Quality with a completed Asbestos Demolition-Renovation Notification form (attached) for review and / approval.



MENDOCINO COUNTY AIR QUALITY MANAGEMENT DISTRICT

P.O. Box 247
Ukiah, California 95482
707-463-4354
mcaqmd@mendocinocounty.gov
www.mendoair.org

ASBESTOS NOTIFICATION FORM FOR DEMOLITION AND RENOVATION

For District Use Only:		Date Received:		Notification #: ASB-		Facility #	
I Type of Notification: ☐ Original ☐ Cancellation ☐ Revision #:							
II Site Address: (include City)				Cross Street:			
Building Description:				Single Family Dwelling: ☐ Yes ☐ No			
Current Use:				Proposed Use:			
☐ Demolition		☐ Ordered Demolition [Attach Copy of Order]		☐ Renovation		☐ Emergency Renovation	
III Owner Name:				Telephone:			
Mailing Address:				City:			
Email:				State:		Zip:	
IV Is Asbestos Present? ☐ Yes ☐ No Survey Date: Attach Copy of Survey/Report? ☐							
Approximate Amount of Asbestos Containing Materials:							
Amount of RACM:		Sq. Ft.:		Linear Ft.:		Cubic Ft.	
Amount of Category 1 ACM:				Amount of Category II ACM:			
Scheduled Dates Asbestos Removal (MM/DD/YY)				Start Date:		Complete Date:	
Scheduled Dates of Demo/Renovation (MM/DD/YY)				Start Date:		Complete Date:	
Describe work to be performed, include work practices & engineering controls to be used to prevent airborne emissions of Asbestos:							
If your project is below the "threshold" amounts described on Page 2, sign and date the bottom of this notification form and submit it to the District for approval. For all other projects, complete items V–VIII below. Note: All burned structures require consultation with the Air Quality Management District.							
V Demolition or General Contractor:							
Email:		Telephone:		Cell#			
Mailing Address:		City:		State:		Zip:	
VI Asbestos Consultant:							
Email:		Telephone:		Cell#			
Mailing Address:		City:		State:		Zip:	
Asbestos Removal Contractor:							
Email:		Telephone:		Cell#			
Mailing Address:		City:		State:		Zip:	
Contact:		Title:		Telephone:			
VII Waste Transporter:							
EPA ID#							
VIII Disposal Site:							
Address/City							
I certify that the above information is true and correct to the best of my knowledge.							
(Signature of Owner/Operator)				(Date)			
District Use Only: This project has met the requirements of Federal Asbestos NESHAP regulations under 40 CFR, 61.145 and may proceed with demolition or renovation activities upon completion of identified asbestos abatement and Lead Agency approval.							
District Representative:				Date:			

**MENDOCINO COUNTY
AIR QUALITY MANAGEMENT DISTRICT**

**ASBESTOS NOTIFICATION FORM
FOR DEMOLITION AND RENOVATION**

INSTRUCTIONS

In accordance with the provisions of the Code of Federal Regulations, 40 CFR 61 subpart M for asbestos, anyone conducting a demolition or renovation project must thoroughly inspect the affected facility or portion of the facility for the presence of asbestos, including projects without Asbestos Containing Material (ACM) and provide written notification of the project to the Air Quality Management District. The notification requirements apply to all commercial buildings, government buildings, schools, multi-family dwellings and single family dwellings and other structures.

Demolition or renovation activities involving at least 160 square feet (80 linear meters or 260 linear feet) of regulated asbestos-containing materials (RACM) require abatement as well as notification. These amounts are known as “threshold” amounts.

For all demolition or renovation projects, fill out the form as completely as possible, including:

- Section I: Type of Notification,
- Section II: Building description,
- Section III: Owner Information,
- Section IV: Asbestos Information if Present,
- Section V: Demolition or General Contractor information if they are being used on this project,
- Section VI: Asbestos Consultant/Surveyor Information,
- Section VII: Waste Transporter Information, and
- Section VIII: Disposal Site Information

Should the structure contain “threshold” amounts of asbestos materials that must be abated prior to the demolition or renovation, fill out the Notification Form as completely as possible and submit the Notification and any related documents to the District for approval at least **10 days prior** to any abatement activity.

If your project is below the “threshold” amounts or a Single family dwelling, complete items I through III, sign and date the bottom of the Notification Form and submit it to the District for approval.

Note: All burned structures require consultation with the Air Quality Management District.

If the demolition is being ordered by a government agency, please provide a copy of the Demolition Order. For emergency renovations or demolitions please provide any documentation and describe the project. For specifically-defined "Emergency" conditions, the 10 working day period may be waived.

A Schedule of Fees associated with Asbestos Notification for Demolition and Renovations are attached to this form.

Please notify the District if the job is postponed or cancelled or if there are any revisions, if you have any questions or need further assistance.

In addition to the requirements of 40 CFR 61 subpart M, the California Health & Safety Code, Section 19827.5 requires written approval from the Mendocino County Air Quality Management District prior to the issuance of any demolition or renovation permit. CH&SC, Section 19827.5. states: ...”A demolition permit shall not be issued by any city, county...or state or local agency which is authorized to issue demolition permits...except upon the receipt from the permit applicant of a copy of each written asbestos notification regarding the building that has been required to be submitted to the US EPA or to a designated state agency...pursuant to Part 61 of Title 40 of the Code of Federal Regulations...”

Please note: Contact your California Certified Asbestos Consultant or Abatement Contractor for more information about removing asbestos safely.

**MENDOCINO COUNTY
AIR QUALITY MANAGEMENT DISTRICT

ASBESTOS NOTIFICATION FORM
FOR DEMOLITION AND RENOVATION
FEE SCHEDULE**

**Mendocino County Air Quality Management District
Regulation 1, Rule 1-310, Fees**

**SCHEDULE 8
ASBESTOS OPERATIONS FEE SCHEDULE**

Anyone conducting a demolition or renovation project subject to the provisions of Title 40 of the Code of Federal Regulations, Part 61, Subpart M for asbestos and required to submit a written notification of the project to the District shall pay to the District the following fee:

Asbestos operations other than single-family residential dwellings of less than five units.

Less than 100 lineal feet or less than 100 square feet	\$ 35.00
100 to 200 square feet or 100 to 300 lineal feet	\$ 65.00
200 to 500 square feet or 300 to 600 lineal feet	\$130.00
500 to 2,000 square feet or 600 to 2,400 lineal feet	\$200.00
2,000 to 20,000 square feet or 2,400 to 20,000 lineal feet	\$325.00
greater than 20,000 square feet or 20,000 lineal feet	\$650.00

If, upon inspection or in the course of a demolition or renovation project, it is discovered that the project properly belongs in a higher fee category than was initially determined, the owner or operator shall pay the balance of the fee for the higher category.

The appropriate fees listed above shall accompany the notification form. Failure to pay the appropriate fee at the time of notification form will be considered a failure to notify. In such case the owner or operator could be subject to significant penalties pursuant to federal law and regulation.

Any demolition or renovation project requiring an inspection by the Air Quality Management District shall pay an additional fee to the District for the actual cost of the inspection as determined by the Air Pollution Control Officer in accordance with Rule 1-330, Technical Services Fees.

Schedule 8 is not subject to annual CPI factor adjustments.

[Adopted 6/01/93; Amended 9/14/93; Amended 5/6/03]

PROJECT REVIEW REFERRAL

Please provide comments by: November 15th

The City of Ukiah Community Development Department is soliciting input on the project described below for use in the staff analysis, CEQA document, and public hearing documents. Please identify any questions you have or missing information you need to complete your review, as well as suggested Conditions of Approval.

TO:			
☒	City Planning Manager	☒	Mendocino County Planning and Building
☒	City Building Official	☒	Mendocino County Surveyor/Assessor
☒	City Public Works Dept.	☐	Mendocino Transit Authority
☒	Ukiah Valley Fire Authority	☐	US Army Corps of Engineers
☒	City Police Dept. Captain	☐	Regional Water Quality Control Board
☒	City Police Dept. Community Service Officer	☐	CA Dept. of Fish and Wildlife
☒	City Electric Utility Dept.	☐	CA Dept. of Transportation
☒	Ukiah Municipal Airport Operations Manager	☐	Sonoma State Northwest Information Center
☒	Airport Land Use Commission	☐	AT & T
☒	Mendocino County Air Quality	☐	PG & E (gas)
☒	Mendocino County Environmental Health	☐	PG & E (Land Rights)
☐	California Military Land Use Office	☐	Other:
FROM PROJECT PLANNER: Katherine Schaefer, Planning Manager			

PROJECT INFORMATION:	
Project Name & Permit #:	Retail building with light industrial and improvements File no. 24-001480
Site Address & APN:	401 S. State St. Ukiah (APN: 002-269-05)
General Plan:	Commercial
Zoning:	UC- Urban Center (Downtown Zoning Code)
Airport Compatibility Zone:	4 (Outer Approach/Departure Zone)
Date Filed:	11/5/24
Resubmittal:	
Date Referred:	11/8/24
Prev. Projects on Site (include file #)	File # 13-06-UP-PC Ukiah Hospice Thrift and Gift (2013)
Applicant/Agent Name:	TCW Equipment - Nena Caviness
Phone:	707-474-2000
Email:	nena@tcwequipment.com
Project Summary:	
Introduction of new retail/light industrial use within an existing building including improvements. See attached details.	

Please indicate whether you have comments and sign and date below. Return this Project Referral Form by the date noted above to the Project Planner listed.

Name and Affiliation/Department (please print) Ronda Gott, Air Quality Management District

- ☐ No Comment
- ☒ Comments / Conditions of Approval Attached

Elizabeth Gonzalez

November 14, 2024

Signature

Date

Comments / Conditions of Approval:

Commercial structures Subject to Federal NESHAPS for Asbestos 40 CFR 61 - Prior to renovation work commencing, a survey by a Certified Asbestos Consultant must be conducted, samples of materials to be disturbed tested for asbestos and results submitted to Air Quality with a completed Asbestos Demolition-Renovation Notification form (attached) for review and / approval.



DATE: December 13, 2024
TO: Zoning Administrator
FROM: Jesse Davis, Chief Planning Manager
SUBJECT: Consideration of a Minor Use Permit for a 'Cannabis Related Business' that is limited to 'Cannabis Distribution' within an existing building at 120 Brush Street (Unit B), APN (002-040-32); File No. 24-000013

SUMMARY

OWNER: Southern Mendocino Investments III LLC
APPLICANT & AGENT: Michael Warm
LOCATION: 120 Brush Street, Unit B; APN (002-040-32)
TOTAL ACREAGE: ± 0.86 acre
GENERAL PLAN: Industrial (I)
ZONING DISTRICT: Manufacturing (M)
ENVIRONMENTAL DETERMINATION: Categorical Exemption, pursuant to CEQA Guidelines Article 19, Section 15301(a), Existing Facilities
RECOMMENDATION: Conditional Approval, based on the Findings in Attachment 1 and Conditions of Approval in Attachment 2.

PROJECT LOCATION & EXISTING CONDITIONS

The project site is immediately northeast of the intersection of Brush Street and Mazzoni Street, approximately 0.16 mile south of State Street and within proximity to the City's jurisdictional boundary with the County of Mendocino. The project site has a General Plan land use designation of Industrial (I), as well as a zoning designation of Manufacturing (M). The property features no combining districts or other zoning restrictions and is not subject to any mapped flood or seismic hazards.

The subject site features two (2) multi-story warehouse structures, including a ±19,300-square-foot structure addressed at 120 Brush Street, Unit A, as well as a ±4,320 square foot structure addressed at 120 Brush Street, Unit B. The subject parcel also includes a fenced and gated parking lot that features a shipping/receiving area with access to multiple public frontages.

Currently, the subject structure is vacant, but the property and structures have been utilized for miscellaneous storage (Attachment 3).

BACKGROUND

On January 17, 2017, to maintain local control over the regulation of commercial cannabis activities, the City Council enacted Ordinance 1186, (Cannabis Related Businesses), which regulates the operation of and sets forth a local permitting process for Cannabis Manufacturing, Cannabis Retail, Cannabis Distribution, Cannabis Testing, Cannabis Nursery and Cannabis Microbusinesses occurring on real property under the City's jurisdiction.

On July 6, 2021, the Zoning Administrator considered and approved a similar Minor Use Permit to operate a cannabis processing and distribution facility (File No. 21-6195). The approved entitlement allowed for distribution and processing of Cannabis Products within both existing commercial structures.

On July 15, 2022, the Zoning Administrator considered and approved the renewal of that approved entitlement (File No. 22-7235). While approved, the associated entitlement for a 'Cannabis Related Business' was never realized, nor were construction activities substantially undertaken.

PROJECT DESCRIPTION

On September 23, 2024, the applicant, Michael Warm, submitted a Minor Use Permit application (Attachment 3) to renovate and reuse the existing structure at 120 Brush Street, Unit B for a for a 'Cannabis Related Business' that is limited to 'Cannabis Distribution'. As requested, the Applicant will facilitate improvements to allow a 'Cannabis Distribution' business to utilize the subject structure. The identified cannabis related business will be required to abide by the limitations of Ukiah City Code, as well as State-law for Type 11 - Distribution. Per the Department of Cannabis Control (DCC), Type 11 distributors can:

- Move cannabis and cannabis products between cultivation, manufacturing or distribution premises
- Move finished cannabis goods to retail premises
- Provide storage services to other licensees
- Arrange for testing of cannabis goods

The applicant proposes tenant improvements to 120 Brush Street, Unit B, to support the requested Type 11 cannabis distribution activities, which will be regulated by the California Department of Cannabis Control. Planned enhancements and tenant improvements to Unit B include the creation of office space, secure storage areas, accessibility improvements, and the installation of air-scrubbing equipment to ensure compliance with environmental and operational standards. Additionally, the applicant will implement or upgrade security measures required by the Ukiah Police Department to maintain the safety and integrity of the facility. These improvements will ensure the property is equipped to meet both regulatory requirements and operational needs. The subject parcel will maintain and provide 21 parking spaces within an existing lot, including four (4) ADA parking spaces.

As requested, Unit A is excluded from the current request. While the applicant may consider expanding the number of 'Cannabis Related Businesses' or activities on-site in the future, any such use will require subsequent and additional review by the Zoning Administrator or Planning Commission of the associated Use Permit. Future modifications and review will likely involve increased complexity to ensure full compliance with all applicable state and local laws and regulations.

No expansion of the structure, Unit B, is requested, nor are any major façade alterations identified as part of the application submittal.

SURROUNDING LAND USE & ZONING

The project site is adjoined to the north and east by active manufacturing uses, including an industrial sales and service firm to the north and metal fabrication to the east. To the west, the property features a nonconforming single-family dwelling unit and RV storage yard. On the opposite side of Brush Street exist a number of heavy commercial businesses, including transportation equipment storage and machine supply sales. A summary of zoning designations and uses is provided below in Table 1. In general, the area features an assortment of industrial, commercial storage and manufacturing uses:

TABLE 1: SURROUNDING USES AND ZONING

	ZONING:	USE:
North	Manufacturing (M)	Manufacturing – Sales & Service
South	Heavy Commercial (C2)	Commercial – Service/Repair
East	Manufacturing (M)	Manufacturing - Production
West	Heavy Commercial (C2)	Residential & RV Storage

GENERAL PLAN AND ZONING CONSISTENCY

The parcel is provided with a General Plan Land Use designation of Industrial (I) and is zoned Manufacturing (M). The existing site and buildings are consistent with the required setbacks, building height, and lot coverage for the Manufacturing (M) zoning district as described in Ukiah City Code (UCC) §9110-9117. The Main Building and Corner Building are both 28 ft in height. The most recent use associated with the project site was for food processing, as well as food/feed distribution activities. Those previous activities share many functional characteristics with the requested use of Cannabis Distribution. Because of these similarities, relatively few upgrades or major alterations to the project site are necessitated. Per UCC §9112, Cannabis Related Businesses are allowed in the Manufacturing zoning district upon securing a Minor Use Permit.

As required by Ukiah City Code, one parking space for each two thousand five hundred (2,500) square feet up to twenty-five thousand (25,000) square feet of Warehouse or Storage Buildings. Notwithstanding allowed uses within Unit A, sufficient parking exists for Unit B, which would only require 2-3 spaces based on the City's off-street parking analysis. While not included in the staff evaluation, there is also ample on-street parking available on Mazzoni Street.

The project request includes Cannabis Distribution, which allows for the procurement, sale, and transport of cannabis products between permitted and licensed cannabis businesses. The project has been determined or conditioned to be consistent with all requirements contained within applicable ordinances for Cannabis Related Businesses, including Ukiah City Code §9174.2(F). The Applicant has submitted all required documents, including a complete application, a Security Plan, and Standard Operating Procedures in compliance with the aforementioned ordinances (Attachment 3). In addition, the Applicant has addressed all aspects of the Live Scan process

through the Ukiah Police Department and is conditioned to seek Live-Scan review for any new employee associated with cannabis related activities.

Furthermore, the project is consistent with the all-applicable development standards for the Manufacturing zoning district outlined in §9110-9117 of the Ukiah City Code. The most recent permitted improvement to the project site facilitated a commercial reroof to the Main Building in 2017, and in 2024 minor upgrades for associated bathroom facilities. Relatedly, there is no indication of unpermitted work or outstanding code violations associated with the property.

Per Ukiah City Code section 9263, a Site Development Permit is not required due to the minor exterior modifications required to conduct the requested activities.

CANNABIS RELATED BUSINESS - LOCATION RESTRICTIONS

Presently, all cannabis uses and activities within California require review and regulation by State agencies.

Given the requested uses, the Applicant will require appropriate licenses and operate in accordance with State entities. Additionally, the City of Ukiah maintains restrictions regarding the location of cannabis business, which include the following limitations and constraints per UCC §9174.2(F):

1. Within six hundred feet of a school;
1. Within two hundred fifty feet of a youth-oriented facility (public park, church, museum, library, or licensed daycare facility);
2. Abutting a parcel occupied by a youth-oriented facility or a school;
3. Within any residential zoned parcel or primary land use, or any property with an underlying residential or mobile homes general plan land use designation; or
4. On a parcel having a residential unit, or on a parcel directly abutting a residentially zoned property, unless there are intervening nonresidential uses;
5. Abutting or within two hundred fifty feet of a cannabis dispensary.

The project is consistent with all listed requirements, as it is not within the restricted distances to schools or youth-oriented facilities (see Neighborhood Context Map (Attachment 3)). While there is a residential dwelling unit within 100 ft of the subject structure, Staff notes that Mazzoni Street would be considered an intervening use, and that the property is zoned for Heavy Commercial (C2) activities, which otherwise prohibit single-family residential improvements per UCC §9067. Staff previously affirmed that streets and roadways are intervening uses during similar reviews for cannabis businesses by the Zoning Administrator, as well as the Planning Commission. For this request, City Staff re-confirmed that no new licensed childcare facilities, including family daycares, are within the immediate vicinity of the project site. The nearest education facilities were adjacent to and within the Redwood Empire Fairgrounds at distances of approximately 800 feet from the property boundary of the proposed cannabis business. Both educational facilities are disconnected from any normal or expected route of travel.

The present terminus of the Great Redwood Trail is approximately 300 ft to the southwest of the subject property, and is separated by intervening parcels. Based on past evaluations of the subject property, Staff conducted additional analysis to ensure the appropriateness of the project site regarding setback concerns, including a church and supportive housing site. Staff affirmed that the distance between these facilities is greater than the required buffer and that supportive housing is not considered by the City's regulations. As measured, the church structure is

approximately 700 feet southwest of the Project Site, and the supportive housing facility approximately 400 feet southwest of the Project Site. It is affirmed that no component of the project site is open to the general-public, and that the area is already fenced and secured to prevent trespass or loitering. Additionally, no crossing or signage is proposed that would create traffic safety issues or induce pedestrian crossing from these receptors to the facility.

Furthermore, it was affirmed that the proposed Cannabis Business includes no retail component, nor will it convey or publicize any commercial signage. By using carbon filtration units that have been successful in similar commercial environments, the Applicant will incorporate and maintain adequate odor control measures. The proposed odor mitigation systems are consistent with industry-specific technologies designed for the task.

Additionally, the security measures provided by the Applicant prevent unintentional access and discourage trespass. The project is conditioned so that staff actively monitor the facility for vandalism, graffiti, or accumulated debris, such as trash. Findings, specific to this project request are included in Attachment 1 and the project is subject to Conditions of Approval contained within Attachment 2.

AIRPORT COMPATIBILITY

The project site is located ±9,500 ft (1.79 miles) northeast of the Ukiah Municipal Airport, and is situated within the Other Airport Environs (OAE) designation of the Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP). Within this airport influenced area, no applicable limits are prescribed regarding intensity of the requested and permitted uses, nor are there any open land requirements specific to airport safety considerations. Noise and overflight factors are considered minimal, but there may be occasional overflights which may be intrusive to some outdoor activities. In general, the risk level for this zone is low, and no specific safety or airspace protection factors are identified.

According to Table 3A of the UKIALUCP, the requested activities would be considered normally compatible. When uses are identified as conditionally compatible for the OAE, concerns are typically associated with potential flight hazards such as land uses that may attract birds, generate dust, produce smoke or steam plumes, create electronic interference, or otherwise be considered hazardous. None of these factors apply to the requested use of this commercial structure. Upon review, it was determined that this facility did not require further airport compatibility analysis or referral to the Mendocino County Airport Land Use Commission, as the requested activities are determined to be compatible.

AGENCY CONSIDERATIONS & REFERRAL

On November 8, 2024, project referrals were sent to the following responsible or trustee agencies with jurisdiction over the project. Only limited comments were received. All responding departments and agencies are included in Attachment 4 and comments reflected within the Conditions of Approval, as appropriate to this project, based partially on the review of assigned conditions of approval for previous entitlements on site. In general, agency response was limited.

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 food production and commercial distribution activities. The existing footprint of the subject structure will not be altered or expanded. Only tenant improvements and minor exterior upgrades are required. 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 applicable zoning designation and cannabis use regulations.

NOTICE

- Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9264:
- Published in the Ukiah Daily Journal on December 3, 2024 and
- Posted on the Project site on December 1, 2024; and
- Posted at the Civic Center (glass case) on December 1, 2024; and
- Mailed to property owners within 300 feet of the Project parcels on December 1, 2024
- Emailed to all agencies having jurisdiction: December 1, 2024.

RECOMMENDATION

Staff recommends that the City of Ukiah Zoning Administrator:

- 1) Conduct a public hearing; and
- 2) Approve with Conditions a Minor Use Permit for a 'Cannabis Related Business' that is limited to 'Cannabis Distribution' within an existing building at 120 Brush Street (Unit B), APN (002-040-32); File No. 24-000013

ATTACHMENTS

1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials – File No.: 24-000013
4. Agency Referral Responses

**DRAFT FINDINGS
MINOR USE PERMIT
CANNABIS RELATED BUSINESS – DISTRIBUTION WITHIN AN EXISTING STRUCTURE
120 BRUSH STREET, UNIT B; APN 002-040-32. FILE NO. 24-000013**

The Community Development Department's recommendation for conditional approval of a Minor Use Permit for a 'Cannabis Related Business' that is limited to 'Cannabis Distribution' within an existing building at 120 Brush Street, Unit B, APN (002-040-32); File No. 24-000013. The Zoning Administrator shall review, conduct a public hearing, and decide upon this minor use permit application.

The Zoning Administrator's decision is based on the evidence submitted at the hearing, may grant use permits required by the provisions of Ukiah City Code whenever findings of fact support the following determinations. The findings shall not be vague and conclusionary. The findings shall be sufficiently detailed to apprise a reviewing court of the basis for the action by bridging the gap between the evidence and the decision-maker's conclusions, and shall be based upon evidence contained in the administrative record:

Minor Use Permit Findings

1. The proposed land use is consistent with the provisions of the Ukiah City Code as well as the goals and policies of the City General Plan.

The Minor Use Permit for a 'Cannabis Related Business' limited to 'Cannabis Distribution' at 120 Brush Street (APN 002-040-32) complies with the applicable provisions of the Ukiah City Code, including those regulating cannabis-related activities contained within Ukiah City Code Section 9174. The project meets the identified zoning requirements, operational standards, and licensing protocols, ensuring that the use is compatible with the existing building and surrounding land uses. Additionally, the project aligns with a number of Economic Development goals and Land Use policies of the Ukiah 2040 General Plan. Specifically:

- Goal ED-10: By fostering a diversified local economy, this project supports the cannabis sector—a key component of the region's economic landscape.
 - The proposed distribution use provides critical infrastructure for the local cannabis industry, supporting the efficient movement and storage of products as required by State law, while facilitating business-to-business transactions in a secure and existing structure that is similar to its previous non-cannabis purpose.
- Goal ED-6: The project contributes to a supportive business climate by enabling the expansion of cannabis-related operations within Ukiah's jurisdiction.
 - This proposal aligns with the City's intent to attract and retain stable businesses, as the facility provides specialized services essential for the growth and sustainability of the region's cannabis market.
- Policy LU-8.4: Reuse of Underutilized Property: The City shall encourage property owners to revitalize or redevelop abandoned, obsolete, or underutilized properties to accommodate growth.

- The subject property has been underutilized since the departure of the associated food production factory and warehouse in 2010. Consistent with the General Plan policy encouraging the revitalization or redevelopment of abandoned, obsolete, or underutilized properties to accommodate growth, the proposed project represents an opportunity to bring productive use back to the site. This aligns with the City's goals to promote economic development and optimize land use

The proposed cannabis distribution facility is considered a 'Permitted' use within the Manufacturing (M) District, as outlined in Chapter 2, Article 9 of the Zoning Code. The activity involves the wholesale storage and distribution of goods, which is similar, although more specifically regulated, as compared other 'Allowed' uses within this zoning district, such as storage establishments, building materials yards, and similar operations.

By allowing for cannabis distribution services within an existing building in an appropriate zoning designation (Manufacturing), the project efficiently utilizes developed space while supporting the City's objectives for economic diversification and effective land-use. Therefore, the proposed use is consistent with the City's regulatory framework and long-term vision for economic development.

2. The proposed land use is compatible with surrounding land uses and shall not be detrimental to the public's health, safety and general welfare.

The project site at 120 Brush Street is situated in an area characterized by a mix of commercial and industrial land uses, making the proposed cannabis distribution use consistent in nature and intensity with adjacent activities. The property is not located near schools, parks, or other youth-oriented facilities, ensuring separation from sensitive uses.

The project includes robust measures to mitigate potential impacts, including a comprehensive security plan and odor control measures, which address concerns related to safety, nuisance, and environmental nuisance. Security measures such as 24-hour monitoring, surveillance cameras, secured and gated entry points, and employee background checks are identified and finalized plans and contracts conditioned by this permit to ensure the facility operates safely and without adverse effects on the surrounding community. Odor control measures will prevent potential disruptions to adjacent properties and are similarly conditioned. It is notable that all 'Cannabis Related Businesses' within the City of Ukiah require a review by the Zoning Administrator one year after commencing operations, which ensures that if issues arise there is a required juncture for their evaluation.

Additionally, the project has been reviewed and conditioned (as necessary) by relevant agencies, including the Ukiah Valley Fire Authority, City of Ukiah Police Department, City of Ukiah Public Works Department, City of Ukiah Building Division, and required State entities, to ensure compliance with all applicable health, safety, and welfare considerations. These reviews have confirmed that the proposed use, as conditioned, will not create a nuisance or pose risks to the public or nearby properties.

The proposed use aligns with the General Plan's vision for compatible land use development and incorporates appropriate conditions of approval to address potential concerns, including odor, light-pollution, and noise. The measures in place ensure that the project will integrate well with its surroundings while safeguarding the health, safety, and welfare of the public.

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

- Published in the Ukiah Daily Journal on December 3, 2024
- Posted on the Project site on December 1, 2024;
- Posted at the Civic Center (glass case) on December 1, 2024; and
- Mailed to property owners within 300 feet of the Project parcels on December 1, 2024
- Emailed to all agencies having jurisdiction: December 1, 2024.

Based on the above analysis, Staff provides that the findings required for the Minor Use Permit can be made.

DRAFT

**DRAFT CONDITIONS OF APPROVAL
MINOR USE PERMIT
CANNABIS RELATED BUSINESS – DISTRIBUTION WITHIN AN EXISTING STRUCTURE
120 BRUSH STREET, UNIT B; APN 002-040-32. FILE NO. 24-000013**

The following Conditions of Approval shall be made a permanent part of the Use Permit, shall remain in force regardless of property ownership, and shall be implemented in order for this entitlement to remain valid. The Zoning Administrator may condition a use permit to prohibit the occupancy of a building, structure, or land use until an inspection has been made which finds that the building, structure, or land use complies with all conditions specifically required to be completed prior to occupancy. If a use permit is so conditioned, the Zoning Administrator shall notify the City Building Official of such conditions. If a building permit is issued for a building or structure which is subject to a use permit so conditioned, the Building Official shall not approve a final inspection of such building or structure until the conditions have been met; provided, however, that responsibility for assuring applicant compliance with the provisions of the use permit remains with the Zoning Administrator. The Zoning Administrator may also require conditions be completed prior to the issuance of building permits.

Approved Project Description: A Minor Use Permit for a 'Cannabis Related Business' that is limited to 'Cannabis Distribution', which includes the allowance to move cannabis and cannabis products between cultivation, manufacturing or distribution premises; move finished cannabis goods to retail premises; provide storage services to other licensees; and arrange for testing of cannabis goods, within an existing building at 120 Brush Street, APN (002-040-32); File No. 24-000013.

Application materials, including a detailed project description and plans, can be found in Attachment 3.

This approval is based on the associated findings (Attachment 1), in accordance with Ukiah City Code Section 9262(E), as well as Ukiah City Code Section 9174.2.

CITY OF UKIAH SPECIAL CONDITIONS

1. Cannabis related activities are limited to the 'Cannabis Distribution' and are to occur in subject structure (120 Brush Street, Unit B). Cannabis related activities beyond 'Cannabis Distribution' shall require modification of the Use Permit or will subject the entitlement to the review and revocation procedures set forth in subsections 9174.2(D-E) of Ukiah City Code.
2. No consumption of cannabis or cannabis-related products shall occur on-site.
3. No planting, growing or harvesting of cannabis shall occur on-site.
4. No special events are permitted on-site.
5. Per UCC 9174(D)(1), the approved Use Permit shall be subject to review after the first year of operation by the Zoning Administrator, including inspection of the business by the Zoning Administrator or his designee, to determine whether the business is being operated in accordance with any conditions of approval imposed.
6. As outlined in Article 20, Administrative and Procedures, of the Zoning Code this 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 the permit was granted has ceased or has been suspended for 24 consecutive months.

7. Prior to issuance of a certificate of occupancy and commencing operations, the applicant shall submit proof of State licensure featuring the address of the subject structure to the Community Development Department.
8. The Planning Division will verify the 'Odors Control' improvements and plan prior to occupancy. The cannabis-related business shall have an air treatment system that prevents odors generated from any storage of cannabis on the business property from being detected by any reasonable person of normal sensitivity outside the cannabis-related business premises. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.
9. A statement in writing by the applicant that he or she certifies under penalty of perjury that all the information contained in the application and provided to the City is true and correct, as required by Ukiah City Code Section 9174.

CITY OF UKIAH STANDARD CONDITIONS

10. This approval is not effective until the 10-day appeal period applicable to this Minor Use Permit has expired without the filing of a timely appeal. If a timely appeal is filed, the project is subject to the outcome of the appeal and shall be revised as necessary to comply with any modifications, conditions, or requirements that were imposed as part of the appeal.
11. All use, construction and the location thereof, or occupancy, shall conform to the application and to any supporting documents submitted therewith, including any maps, sketches, or plot plans accompanying the application or submitted by applicant in support thereof.
12. Any construction shall comply with the "Standard Specifications" for such type of construction now existing or which may hereafter be promulgated by the Department of Public Works for the City of Ukiah; except where higher standards are imposed by law, rule, or regulation or by action of the Zoning Administrator such standards shall be met.
13. Building permits shall be issued within two years after the effective date of the Use Permit or same shall be null and void.
14. In addition to any particular condition which might be imposed; any construction shall comply with all building, fire, electric, plumbing, occupancy, and structural laws, rules, regulations, and ordinances in effect at the time the Building Permit is approved and issued.
15. The Applicant shall submit verification of all applicable permits or approvals in compliance with all local, state and federal laws to the Community Development Department prior to finalization of building permits and occupancy.
16. All fees associated with the project planning permits and approvals shall be paid in full prior to occupancy.
17. If requested, a final Signage Plan shall be submitted prior to issuance of Building Permit. The Applicant shall obtain all required Sign Permits, in compliance with Division 3, Chapter 7, Signs,

of the UCC. Prior to the placement/installation of any sign(s), the applicant shall make application for and receive approval of a sign permit. All signage shall be in substantial conformance with the regulations and standards of Ukiah City Code.

BUILDING DEPARTMENT CONDITIONS

18. A permit will be required for T.I. (Tenant Improvements). Please submit plans, building permit application, and hardship form. Please submit four complete plan sets, two wet stamped and signed
19. The design and construction of all site alterations shall comply with the 2022 California Building Code, 2022 Plumbing Code, 2022 Electrical Code, 2022 California Mechanical Code, 2022 California Fire Code, 2022 California Energy Code, 2022 Title 24 California Energy Efficiency Standards, 2022 California Green Building Standards Code and City of Ukiah Ordinances and Amendments.

UKIAH POLICE DEPARTMENT

20. No person shall possess, consume, or store any alcoholic beverage on the project site.
21. No juvenile or person under the age of 21 shall be on the project site or operate a cannabis business in any capacity, including, but not limited to, as a manager, staff, employee, contractor, or volunteer.
22. A copy of all applicable state and local licenses or permits shall be submitted to the City prior to issuance of permit and prior to operation. All applicable state and local licenses or permits be displayed in the lobby or waiting area of the main entrance to the project site.
23. The business permittee shall provide the City with the current name and primary and secondary telephone numbers of at least one manager to communicate with the surrounding neighborhoods and businesses. The business shall make good faith efforts to encourage neighborhood residents to call this person to solve problems, if any, before any calls or complaints are made to the City or Police Department.
24. The business permittee shall immediately report to the City Police Department all criminal activity occurring on the business site.
25. Prior to occupancy, the Applicant must provide the following to the satisfaction of the City of Ukiah Planning Division and Ukiah Police Department:
 - a. Finalized Security Plan: A detailed security plan and diagram outlining the proposed security arrangements for ensuring the safety of persons and to protect the premises from theft. The plan shall include the location of installed security cameras, a premises and panic alarm system monitored by a licensed operator
 - b. All monitoring and security contracts, shall be signed and effective prior to occupancy, as well as maintained for the duration of the business to the satisfaction of the Ukiah Police Department.
26. The business permittee shall only process and distribute cannabis in a fully enclosed building and not allow cannabis or cannabis products on the project site to be visible from the public right of way, the unsecured areas surrounding the buildings on the site, or the site's main

entrance and lobby.

27. A final Security Plan shall be submitted to the Police Department for approval.
28. A professionally and centrally-monitored fire, robbery, and burglar alarm systems must be installed and maintained in good working condition. The alarm system must include an employee for the cannabis business that is required to respond to every alarm identified and approved by the Ukiah Police Department.
29. Keep loading dock doors locked and secure at all times.
30. Keep exterior doors locked and secure at all times.
31. Install audible security alarm and monitoring.
32. Business equipped with a UL compliant security system including:
 - a. Video Assessment and Surveillance System (VASS)
 - b. Intrusion Detection System with private security response
 - c. Emergency (panic) Alarm
 - d. Video from the security surveillance cameras must be recording at all times (24 hours a day, seven days a week) and the recording shall be maintained for at least 90 days. In the event of a crime on site or anywhere within range of the dispensary's security cameras, the dispensary shall provide the Chief of Police with a useable digital copy of the security video upon request or at the earliest convenience. Duration of Use: Security system shall be equipped with at least 24 hours of continued operation time in case of power failure.
33. Signage shall be posted stating location is under active video surveillance monitoring and alarm/monitoring.
34. Existing exterior lighting shall be shielded or otherwise designed to avoid spill-over illumination to adjacent streets and properties
35. Broken or damaged exterior lighting shall be repaired or replaced within 48 hours of being noted.
36. All building exterior lighting and parking lot lighting should be functioning and kept in good repair.
37. Report any graffiti to UPD. After reporting, clean-up/paint over as soon as possible. Spray on graffiti remover can be purchased at hardware supply stores.
38. Keep property free of debris/garbage and all fencing repaired.
39. Regular inspection of exterior building by Staff to limit unauthorized usage of property and ensure the property is kept free of trash and debris.



City of Ukiah

Community Development Department
Planning Division
300 Seminary Ave., Ukiah CA 95482
Email: planningdivision@cityofukiah.com
Phone: (707) 463 -6207

Planning Permit Application

PROJECT NAME: Unit B																				
PROJECT ADDRESS/CROSS STREETS: 120 Brush St/Mazzoni St				AP NUMBER(S): 002-04032																
APPLICANT/AUTHORIZED AGENT: Michael Warm		PHONE NO: 707 380-3188		FAX NO: jamiewarm9@gmail.com																
APPLICANT/AUTHORIZED AGENT ADDRESS: 1165 Mesa Rd			CITY: Montecito		STATE/ZIP: Ca 93108															
PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT: Jessica Warm		PHONE NO: 661 607-8070		E-MAIL ADDRESS: jnishiguchi@gmail.com																
PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT			CITY:		STATE/ZIP:															
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	\$	☐ USE PERMIT – AMENDMENT 100.0400.449.001	\$															
☐ ANNEXATION 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT – AMENDMENT 100.0400.449.001	\$	☐ USE PERMIT – MAJOR 100.0400.449.001	\$															
☐ APPEAL 100.0400.449.001	\$	☐ SITE DEVELOPMENT PERMIT – MAJOR 100.0400.449.001	\$	☐ USE PERMIT – MINOR 100.0400.449.001	\$															
☐ GENERAL PLAN AMENDMENT 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT – MINOR 100.0400.449.001	\$	☐ VARIANCE – MAJOR 100.0400.449.001	\$															
☐ MURAL PERMIT 100.0400.449.001	\$	☐ SPECIFIC/MASTER PLAN 100.0800.611.003	\$	☐ VARIANCE – MINOR 100.0400.449.001	\$															
☐ PRE-DEVELOPMENT MEETING 100.0800.611.003	\$	☐ MINOR SUBDIVISION/TENTATIVE PARCEL MAP (4 OR FEWER LOTS) 100.0800.610.001	\$	☐ ZONING AMENDMENT MAP OR TEXT 100.0800.611.001	\$															
☐ STAFF RESEARCH (MORE THAN 1 HOUR) 10023100.41153	\$	☐ MAJOR SUBDIVISION/TENTATIVE SUBDIVISION MAP (5 OR MORE LOTS) 100.0800.610.001	\$	☐ REZONING 100.0800.611.001	\$															
☐ LOT LINE ADJUSTMENT OR MERGER 100.0800.610.001	\$	☐ OTHER	\$	☐ OTHER	\$															
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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: .86 acres	Building Size: 4320 sq ft	Number of Floors: 1	
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: Distribution		4320	1
Operating Characteristics			
Days and Hours of Operation: 24 hours a day 7 days a week			
Number of Shifts: 3	Days and Hours of Shifts:		
Number of Employees/Shift: 5			
Loading Facilities: ☒ Yes ☐ No	Type/Vehicle Size: Standard delivery Vans		
Deliveries: ☒ Yes ☐ No	Type: cannabis	Number (day/week/month): various	Time(s) of Day: various
Outdoor areas associated with use? (check all that apply) ☐ Yes ☒ No	Sales area: ☐ Yes ☒ No Square Footage:	Unloading of deliveries: ☒ Yes ☐ No Square Footage: 400 sq ft	Storage: ☐ Yes ☒ No Square Footage:
Noise Generating Use? ☐ Yes ☐ No	Description:		

To Be Completed by Staff

General Plan Designation:	Zoning District:	Airport Land Use Designation:
City's Architectural & Historic Inventory: ☐ YES ☐ NO	Age of Building:	Demolition Policy:
Hillside: ☐ YES ☐ NO	Flood Designation FIRM Map:	Flood Designation Floodway Map:

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

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I, Michael warm, owner authorize Michael warm
to act on my behalf for this project and I have read and agree with all of the above. (Application must be signed by owner).

DocuSigned by:

98C88DF04E444F7...
URE **DATE** 9/23/2024

I, Michael warm, am the ☒ owner / ☐ authorized agent of the property for which the development is proposed. The above information and attached documents are true and accurate to the best of my knowledge.
I have read and agree with all of the above.

I hereby authorize employees of the City of Ukiah, the City's authorized agents, and persons with review or decision making authority for the project to enter upon the subject property, as necessary, to inspect the premises, post notices, and process this application.

I understand that conditions of approval may be placed on my project by the city of Ukiah and it is my responsibility to fully understand the conditions and ask questions about them before action is taken on my planning permit.

DocuSigned by:

98C88DF04E444F7...
☒ **OWNER** / ☐ **AUTHORIZED AGENT** **DATE** 9/23/2024

INDEMNIFICATION AGREEMENT

As part of this application, the applicant agrees to defend, indemnify, and hold harmless the City of Ukiah, its agents, officers, council members, employees, boards, commissions or Council 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 any approval of the application or related decision, or the adoption or certification of any environmental documents or negative declaration which relates to its approval. This indemnification shall include, but is not limited to, all damages, costs, expenses, attorney fees or expert witness fees that may be awarded to the prevailing party arising out of it or in connection with the approval of the application or related decision, whether or not there is concurrent, passive, or active negligence on the part of the City, its agents, officers, council members, employees, boards, commissions of Council. 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.

The City of Ukiah shall have the right to appear and defend its interests in any action through its City Attorney or outside counsel. The applicant shall not be required to reimburse the City for attorney's fees incurred by the City Attorney of the City's outside counsel if the City chooses to appear and defend itself in the litigation.

I have read and agree to all of the above.

DocuSigned by:

98C88DF04E444F7...
☒ **OWNER** / ☐ **AUTHORIZED AGENT** **DATE** 9/23/2024
(PLEASE PRINT NAME)

☐ **PROPERTY OWNER** / ☐ **AUTHORIZED AGENT** **DATE**
(SIGNATURE)

Revised 02/06/2024

WRITTEN PROJECT DESCRIPTION

As Submitted by applicant

Our intent is to open a Processing and Distribution Center with 5 workers employed per shift where curing, processing, grading, rolling of prerolls, packaging of bulk flower and warehousing of bulk flower will take place.

We currently have a Distribution license with the DCC.

Landscaping, signage and other exterior modifications will not be conducted.

TAX HISTORY

Minor Use Permit Holder:

Flying Sloth LLC has a clean tax history with no city, county or state permits/licenses that were revoked or suspended.

Tenant

Yokayo Processing, LLC, Inc has a clean tax history with no city, county or state permits/licenses that were revoked or suspended.

EMPLOYMENT HISTORY

Minor Use Permit Holder:

Michael Warm is the owner of Flying Sloth LLC. Prior to this Michael Warm had a W2 employment from Heritage Holding of California from 2017 through July of 2023.

Tenant:

Anarbol Lopez has been employed by AJ's greenhouse since 2019 to the current date.

EMPLOYEE INFORMATION

We plan to open our facility in January 2025 after receiving our city permits and state licenses. Prior to opening, we will begin hiring employees and expect to onboard 15 people per shift. An employee database will be kept that will include name, date of hire, and position title. We can share that list with the City of Ukiah within one month of opening.

MANAGEMENT INFORMATION

Minor Use Permit Holder:

The following employees manage and supervise the business:

1. Michael Warm, (Owner)

Tenant

The following employees manage and supervise the business:

1. Anarbol Lopez, General Manager

CRIMINAL BACKGROUND

The following employees completed their live scans at the Ukiah Police Department:

Minor Use Permit Holder:

Michael Warm – January 4th, 2021

Tenant:

Anarbol Lopez - September 10th 2024

Employees

The applicant plans to open the facility in January 2024 after receiving local and state permits/licenses. Prior to opening, roughly 15 employees are expected to be onboarded per shift, 5 of which are proposed to be live scanned. An employee database will be kept that will include name, date of hire, and position title. This employee list is proposed to be shared with the City of Ukiah prior to opening.

Project Description Clarifications

Questions Posed by Staff, Applicant Responses in

Blue (Oct. 9 – 22, 2024)

1. Please provide associated information and/or recent incorporation documents for Flying Sloth, LLC;

Attached

2. Please provide the state license numbers of associated cannabis businesses, particularly those that will utilize the property for cannabis related functions, such as 'Distribution Storage'; 'Processing'; 'Packaging' and 'Labeling' on the subject property.

- a. What standalone licenses are requested for the location at 150 Brush Street?
 - i. Under what license type will processing, packaging and labeling occur?
 - ii. Will a 'Shared' or Type S license be obtained for work undertaken in Unit B?
- b. Provide the existing 'Distribution' license that would utilize 150 Brush Street for functions, such as storage. What individuals comprise that business' management? Are they considered an 'Applicant' for the Minor Use Permit (MiUP)?

*Yakayo Processing LLC
C11-0001644-LIC (Annual)
See attachment on email*

Link to DCC: <https://search.cannabis.ca.gov/results/14220>

This is anticipated to be the only license utilized for the facility. It is a stand alone license. Yakayo is not an applicant for the minor use permit. The minor use permit is just Flying Sloth which will be renting the space out to a tenant called Yokayo Processing. The manager of Yokayo Processing is Anarbol Lopez.

3. Please provide copies of the completed UPD Live-Scan/background checks for yourself, as well as Mr. Anarbol Lopez.

See attachments in email for Anarbol Lopez (tenant) and Michael Warm (Land Owner)

- a. Please clarify the process and plan for the approximately 15 employees to receive required 'Livescan' and background-check clearances from UPD.

As stated in the Plan of operations, there are 5 employees that will receive livescans. They are not yet hired and prior to hiring by Yokayo they will be live scanned with the city of Ukiah. Updated Plan of operation attached to email.

4. Please update the attached 'Plan of Operations' to ensure proper citations of regulatory entities (e.g. California Department of Food & Agriculture), as well as used abbreviations (e.g. "sku") are provided;
5. Please provided documentation or contracts for service for Stealth Monitoring, Amorous Security Services and Advanced Security Systems'. Based on previous reviews of cannabis related businesses, extra information will likely be requested by UPD.

Yakayo does not plan to utilize Amorous or Stealth. The operation will be utilizing 24 hour cameras with ADT. The tenants will install the ADT service prior to operations resuming. The security plan has been adjusted to reflect that and it is attached to the email

- a. Please reach out to Max Brazill; mbrazill@cityofukiah.com with any specific UPD related security questions.
6. Please complete the previously submitted application form to include information like the hours of shifts, as well as the types and timing of deliveries, shipments, etc.

Updated Brush St Use Permit with hours, shifts, and loading details attached

- a. How will the cannabis business coordinate with existing uses and businesses on-site? Records indicate that there is a current electrical contractor is utilizing 120 Brush Street - Unit A.

As of Nov 1st, there will not be any other businesses in the facility. The lease for the electrician ends October 31st and they have elected to move.

7. Please provide additional and specific information pertaining to the equipment identified for odor control purposes;

Carbon Scrubbers are simply activated charcoal filled cylinders that move air through them to reduce odor. Attached is a link to ones we have historically used: <https://terrabloom.com/products/terrabloom-premium-carbon-filter-8-by-24-750-cfm-australian-carbon-top-rc-48-class-1-8-thick-bed-carbon-air-scrubber-for-indoor-gardens-grow-tents-hydroponics-odor-and-smoke-elimination>

8. Please clarify where 'Processing...rolling of prerolls' and similar uses are to occur within Unit B. Are the number of employees per shift expected to fluctuate or remain constant throughout the year?

The tenant does not intend to roll pre rolls. He is a bulk flower distributor and that is the sole intention of the business.

9. Given the location of the identified testing laboratories, please describe and clarify the process for received shipments.

As a distributor, we do not take samples to the testing laboratories. Labs work throughout the state and send drivers. When a lab comes to test, they take a sample from a lot of flower. Once sampled, they put a tamper proof zip tie on the bag and the flower is quarantined until the results are received. If the results are free of contaminants the flower is sold into market. If it tests positive for contaminants, the licensee has to come up with a remediation and or destruction plan and get it approved by the DCC. That has been updated in the plan of operations.

10. Please confirm if the property is owned by Southern Mendocino Investments III LLC or Jessica Warm? What was the date of transfer?

The Property is owned by Flying Sloth LLC and Southern Mendocino Investments III LLC. Jessica Warm is the managing partner for both entities. The date that Jessica took over Southern Mendocino Investments III is July 1st 2024

11. Please provide the 'Articles of Organization' (or Certificate of Formation) for the following entities, as it is unclear if additional owner information is required to process the application request:

1. Flying Sloth, LLC - There are two documents attached for Flying Sloth.

One is the original Articles of Incorporation for Warm Sloth LLC. The second document is a name change to Flying Sloth LLC

2. Yokayo Processing, LLC; Yakayo Processing, LLC. I will send in a follow up email.

Anarbol will email to me.

- i. Are these separate entities?

No. There is just one entity. Yokayo Processing LLC

3. For consistency, is there a reason the Minor Use Permit is under Flying Sloth, LLC and not Yokayo Processing, LLC?

Yes, we as the landlords as Flying Sloth, want to own the minor use permit as opposed to the tenant owning it.

12. What other facilities does Yokayo Processing, LLC operate?

1. As conveyed, in the original application, is Yokayo Processing, LLC still owned by Heritage Holding of California, Inc?

No. Yokayo processing is managed by Anarbol Lopez

13. Is Joshua Keats still identified as part of the Yokayo, LLC? If so, and he exercises managerial authority, a live-scan should be provided.

Yes, he is a 10% owner. live scan attached

14. Security Plans: Please be aware that UPD will likely have additional questions regarding the conveyed security plan; Staff recognizes that this request is structured similarly to previous applications, in which different security companies provide different services. That being said, please ensure those responsibilities are clearly delineated for review by UPD.

Noted.

15. Site Visit: Please be aware that considerations such as non-permitted signage and non-maintained vegetation were cited during a previous building site inspection.

2. Moving forward, please ensure that all off-site signage (e.g. balsamic vinegar) is appropriately permitted or removed prior to the public hearing, and that all landscaping is adequately maintained moving forward.

Noted.

SECURITY PLAN

1. Employees and Visitors

- a) All employees hired will be twenty-one years of age or older.
- b) A database of all employees and volunteers will be created and maintained on a regular basis. This database will be made readily available to any city official upon Request.
- c) All employees and volunteers will be required to wear a badge on the premises. The badge will include a photo of their face, employee's first name along with their employee number. All state licenses will be included on the backside of the badge.
- d) All visitors will be required to sign in on the visitors log to ensure accurate records are kept for non-employees.

2. Security Cameras

- a) Motion sensor security cameras will be installed throughout the premises with a minimum camera resolution of 1280 x 720 pixels.
- b) Each camera will be permanently mounted in a fixed location that will record activity within 20 ft of all points of entry and exit on the premises. Additionally, they will be positioned away from lighting hoods, beams, fixtures or other equipment to provide a clear, unobstructed view of all recorded movements. The cameras will allow for clear, facial feature identification of any person and related activity in all required areas of the operation.
- c) The following areas will be recorded:
 - Areas where cannabis is stored, processed, quarantined for testing, weighed, labeled, packed, loaded and unloaded for transportation, prepared and moved on the premises.
 - Security rooms.
 - Area that will store the surveillance device with at least one camera recording the access points to the surveillance storage area.
 - Entrances and exits from both indoor and outdoor vantage points.
 - Area where the safe and records are held.
 - Perimeter windows.
 - Limited access areas.
- d) Cameras will record 24 hours per day, 7 days a week at a minimum of 15 frames per second.
- e) Surveillance recordings will be kept for a minimum of 90 calendar days and will be made available to city or state governing agencies upon request. All video recordings will be provided in a standard industry format that can be easily accessed for viewing.
- f) The video surveillance system will have a failure notification device that will provide

us with immediate notification of any interruption or failure of the system and will remain fully operational during a power outage.

3. Locks, Alarms and Security Measures

a) All limited access areas, entrances and exits will be locked by keypad entries.

b) An alarm system and motion sensor lighting will be professionally installed and monitored that meets requirements in accordance with Business and Professions Code 7590.1. Panic buttons will also be installed around cannabis quarantine area, shipping and receiving areas and main entrance. The panic buttons will be synced with our security company, and UPD will be dispatched should any panic buttons be Pulled.

c) The alarm system will be equipped with a failure notification device that will provide us with immediate notification of any interruption or failure of the system and will remain fully operational during a power outage.

d) A security guard will be on site during all hours of operation.

e) Loitering is prohibited. Employees and any persons engaging in activities specifically related to our cannabis operations are allowed on site during normal business hours.

f) Ukiah PD will be notified in writing within twenty-four hours upon discovery of any of the following scenarios:

- Significant discrepancy of inventory (three percent of our average monthly sales per BCC regulations §5034(a)).
- Suspected and/or confirmed diversion, theft, loss or any criminal activity involving our operations or any employee, volunteer or third party.
- Suspected and/or confirmed loss or unauthorized alteration of records related to cannabis goods.
- Any other security breaches.

g) Michael Warm will be available to meet with the Chief of Police and any of his designees regarding security measures and operational questions. He can be reached at 707-380-3188 or via email, jamiewarm9@gmail.com)

4. Records

a) All surveillance equipment, records and recordings will be stored in a secured, limited access area that is accessible to management staff and the Security Liaison. A list of employees who have access to the surveillance and alarm system will be created and maintained on site in the record storage area.

5. Security Companies

WRITTEN RESPONSE TO LOCAL AND STATE STANDARDS

1. Criminal History Regulation:

Any applicant, his or her agent or employees, volunteer workers, or any person exercising managerial authority of a cannabis-related business on behalf of the applicant shall not have been convicted of any of the felony offenses enumerated in Business and Professions Code section 26057(b)(4), or of a felony or misdemeanor involving moral turpitude, or on probation for a drug offense, or engaged in misconduct related to the qualifications, functions or duties of a permittee. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any manager has been convicted of a felony, if the person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar Federal statute or State law where the expungement was granted. In addition, notwithstanding the above, a prior conviction, where the sentence, including any term of probation, incarceration, or supervised release, is completed, for possession of, possession for sale, sale, manufacture, transportation, or cultivation of cannabis or cannabinoid preparations, is not considered related to the qualifications, functions, or duties of a permittee, and shall not be the sole ground for denial of an application.

Company Statement:

All employees will receive a background check prior to being hired that will ensure there are no felony convictions or any drug related offenses on record, unless formal expungement has occurred.

2. Minors:

It is unlawful for any permittee, operator, or other person in charge of any cannabis-related business to employ any person who is not at least twenty-one (21) years of age. The burden of proof is on the cannabis-related business personnel to establish compliance with this subsection B2 of this section by clear and convincing evidence.

Company Statement:

No employees will be hired that are under the age of 21. I9's will be completed and verified by Human Resources to ensure all employees are least twenty-one years of age by reviewing either a valid passport or two forms of ID, one of those being a photo ID.

3. Inventory Tracking:

Cannabis-related businesses shall at all times operate in a manner to prevent diversion of cannabis and shall promptly comply with any track and trace program established by the State.

Company Statement:

We are enrolled in METRC, the State mandated inventory track and trace system and have been enrolled since receiving our State licenses for our other locations. Upon

receiving our Distribution and Processor licenses, we will immediately enroll them in our current METRC system to remain compliant.

4. Multiple Permits per Site:

Multiple cannabis-related businesses proposed on any one site or parcel shall be granted permit approval only if all of the proposed cannabis businesses and their co-location are authorized by both City and State law. Operators of cannabis-related businesses issued use permits for multiple business types or State license types at the same physical address shall maintain clear separation between license types unless otherwise authorized by this code and State law.

Company Statement:

Please see our Plan of Operations for a full list of active permits and licenses. We are in good standing with all City, County and State agencies.

5. Operating Plans

An operating plan for a cannabis-related business must contain the following unless not Applicable:

a. Storage: A cannabis-related business shall have suitable locked storage on premises, identified and approved as a part of the security plan, for after-hours storage of cannabis and cannabis products.

Company Statement:

The entire building will act as a storage facility, as it remains securely locked and is also gated with no outside community access.

b. Odors Control: The cannabis-related business shall have an air treatment system that prevents odors generated from any storage and cultivation of cannabis on the business property from being detected by any reasonable person of normal sensitivity outside the cannabis-related business premises. To achieve this, both the storage and cultivation areas shall be, at minimum, mechanically ventilated with a carbon filter or superior method.

Company Statement:

HVAC and dehumidifiers will be installed, and squirrel basket fans with filters will be in place throughout the building to control odor.
c. Security Plans: A cannabis-related business shall provide adequate security on the premises, as approved by the Chief of Police, including lighting and a premises and panic alarm system monitored by a licensed operator, to ensure the safety of persons and to protect the premises from theft.

Company Statement:

A final security assessment will be conducted by the Chief of Police to confirm all procedures called out in our Security Plan have been implemented. Interior and

Exterior lighting meet City requirements, and an alarm system complete with panic buttons and off-hours remote monitoring will be installed prior to opening our Facility.

d. Security Cameras: Security surveillance cameras shall be installed to monitor the main entrance and exterior of the premises to discourage loitering, crime, illegal or nuisance activities. The security surveillance system shall comply with current State standards for digital video surveillance systems to be installed on the premises of licensed cannabis businesses, currently codified in the California Code of Regulations, Title 16, Section 5044, and as may be amended.

Company Statement:

Security cameras will be installed on the interior and exterior of the building that will record 24 hours per day, 7 days a week at a minimum of 15 frames per second and minimum camera resolution of 1280 x 720 pixels in accordance with State Regulations.

e. Security Video Retention: Security video shall be maintained for ninety (90) days. In the event of a crime on site or anywhere within range of the cannabis-related business's security cameras, the cannabis-related business shall provide the Chief of Police or his or her designee with a useable digital copy of the security video upon request or at the earliest convenience.

Company Statement:

Our NVR recorder will have 90 days of storage in accordance with City and State regulations and will be made available to any Municipality upon request.

f. Alarm System: Professionally monitored premises and panic alarm system shall be installed and maintained in good working condition.

Company Statement:

Alarm system with panic buttons will be professionally installed and monitored on a daily basis. See our Security Plan for further details.

g. Emergency Access: Security measures shall be designed to ensure emergency access in compliance the California Fire Code and Ukiah Valley Fire Authority standards.

Company Statement:

UPD and UFD will have codes to the gate to fulfill emergency access requirements.

h. Emergency Contact: A cannabis-related business shall provide the Chief of Police with the name, email address, phone number and facsimile number of an on-site community relations staff person to whom one can provide notice if there are operating problems associated with the business. The business shall make every good

faith effort to encourage neighborhood residents to call this person to try to solve operating problems, if any, before any calls or complaints are made to the City.

Company Statement:

Please see our Security Plan for emergency contact information (Michael Warm 707 380-3188).

6. Signage and Notices

Address identification shall comply with illuminated address signs requirements.

Business identification signage shall be limited to that needed for identification only, consisting of a single window sign or wall sign that shall comply with section 3227 of this code and any other City Code provisions regulating signage.

Company Statement:

The building will have 120 Brush Street posted at the gate. To ensure anonymity and keep us protected during these unpredictable times, we will refrain from adding a sign that calls out our brand name. Instead, we will add a wall sign with our address and corporate name.

7. Employee Records

Each owner or operator of a cannabis-related business shall maintain a current register of the names of all volunteers and employees currently working at or employed by the cannabis-related business, and shall disclose such registration for inspection by any City officer or official for purposes of determining compliance with the requirements of this article.

Company Statement:

We will create and maintain an employee database that includes name, position and date of hire. This list can be made available to a City official upon request.

8. Compliance with Other Requirements

The operator shall comply with all applicable provisions of local, State or Federal laws, regulations or orders, as well as any condition imposed on any permits issued pursuant to applicable laws, regulations or orders.

Company Statement:

Our business operations at all locations follow City, County and State regulations. We remain in good standing as all of our permits and licenses are active and have not been revoked. Please see our detailed Plan of Operations and Security Plan for concise procedures.

9. Confidentiality

The information provided for purposes of this section shall be maintained by the City as confidential information, and shall not be disclosed as public records unless pursuant to subpoena issued by a court of competent jurisdiction or otherwise compelled by court

order or the California Public Records Act.

Company Statement:

We will not disclose any information to the public.

10. Display of Permit

Every cannabis-related business shall display at all times during business hours the use permit issued pursuant to the provisions of this chapter for such business in a conspicuous place so that the same may be readily seen by all persons entering the business.

Company Statement:

Permits and Licenses will be displayed inside the building near the entrance.

11. Inspections

During normal business hours, cannabis-related businesses permitted under this chapter shall provide access for administrative inspections by City officials or officers or consultants hired by the City to verify compliance with this article. Any cannabis-related business's refusal to comply with this section shall be deemed a violation of this article.

Company Statement:

Inspections by City officials and/or affiliates are welcome with twenty-four (24) hours' Notice.

12. Notification of Theft, Loss, and Criminal Activity

Cannabis-related businesses shall comply with the California Code of Regulations, Title 16, Section 5036, or as may be amended, by notifying the applicable State authorities and the Ukiah Police Department within twenty-four (24) hours of discovery of any of the following situations:

- a. A significant discrepancy in the business's inventory.*
- b. The operator becomes aware of or has reason to suspect diversion, theft, loss, or any other criminal activity pertaining to the operations of the business.*
- c. The operator becomes aware of or has reason to suspect diversion, theft, loss or any other criminal activity by an agent or employee of the business pertaining to the operations of the business.*
- d. The operator becomes aware of or has reason to suspect the loss or unauthorized alteration of records related to cannabis goods, customers or clients, or the business's employees or agents.*

The notification shall be in writing and include the date and time of occurrence of the theft, loss or criminal activity and a description of the incident including, where applicable, the item(s) that were taken or lost.

Company Statement:

If we encounter any theft, loss or criminal activity, we will notify UPD within twenty-four (24) hours of discovery and include full details of the occurrence. We will comply with any request made to provide evidence, documentation, records, and surveillance footage. Please see our Security Plan for full details.

- a) We plan to contract with Stealth Monitoring. They will provide off-hours monitoring services until we are open 24 hours a day, 7 days a week.
- b) We plan to contract with Advanced Security Systems for our burglar alarm.
- c) Amorous Security Services will provide our security guards. Their office is based in Santa Rosa, California but they also service Mendocino County.
- d) Should our plans change, we will notify UPD so their records will be updated.

6. Security Assessment and Inspections

- a) Our cannabis operation is available for inspection during regular business hours with at least twenty-four-hour notice.
- b) Prior to opening the facility, we welcome the Chief of Police to conduct a security Assessment.

7. Emergency Access and Preventative Measures

- a) There will be no skylights in the facility to prevent access from the rooftop.
- b) Exits and pathways will remain clear at all times with emergency exits clearly established.
- c) Fire extinguishers will be on site in all necessary areas in accordance with OSHA.
- d) First aid kits will always be stocked and available to our employees.
- e) Fire drills will occur on a quarterly basis.



Figure 1 - City of Ukiah Zoning Designations

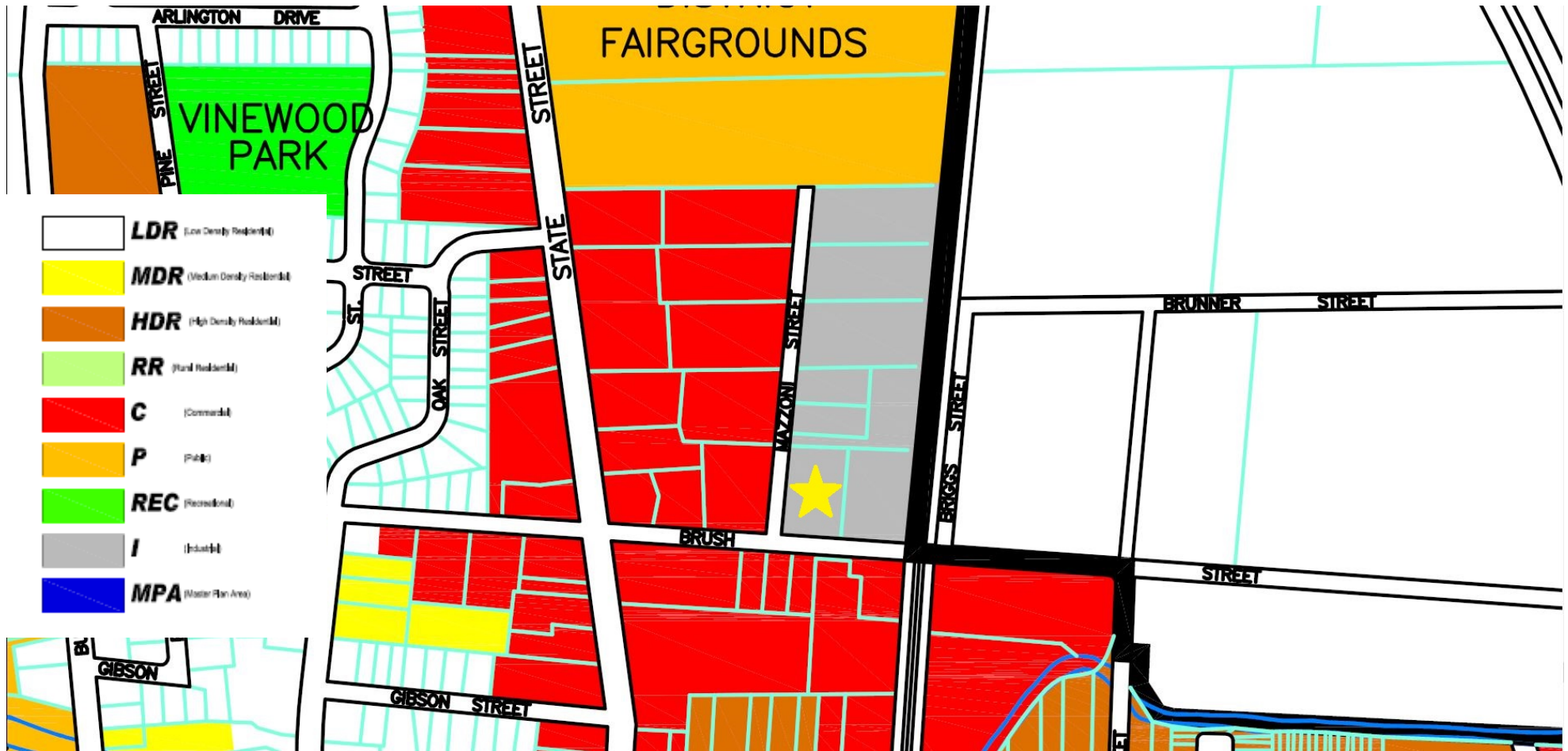


Figure 2 - City of Ukiah General Plan

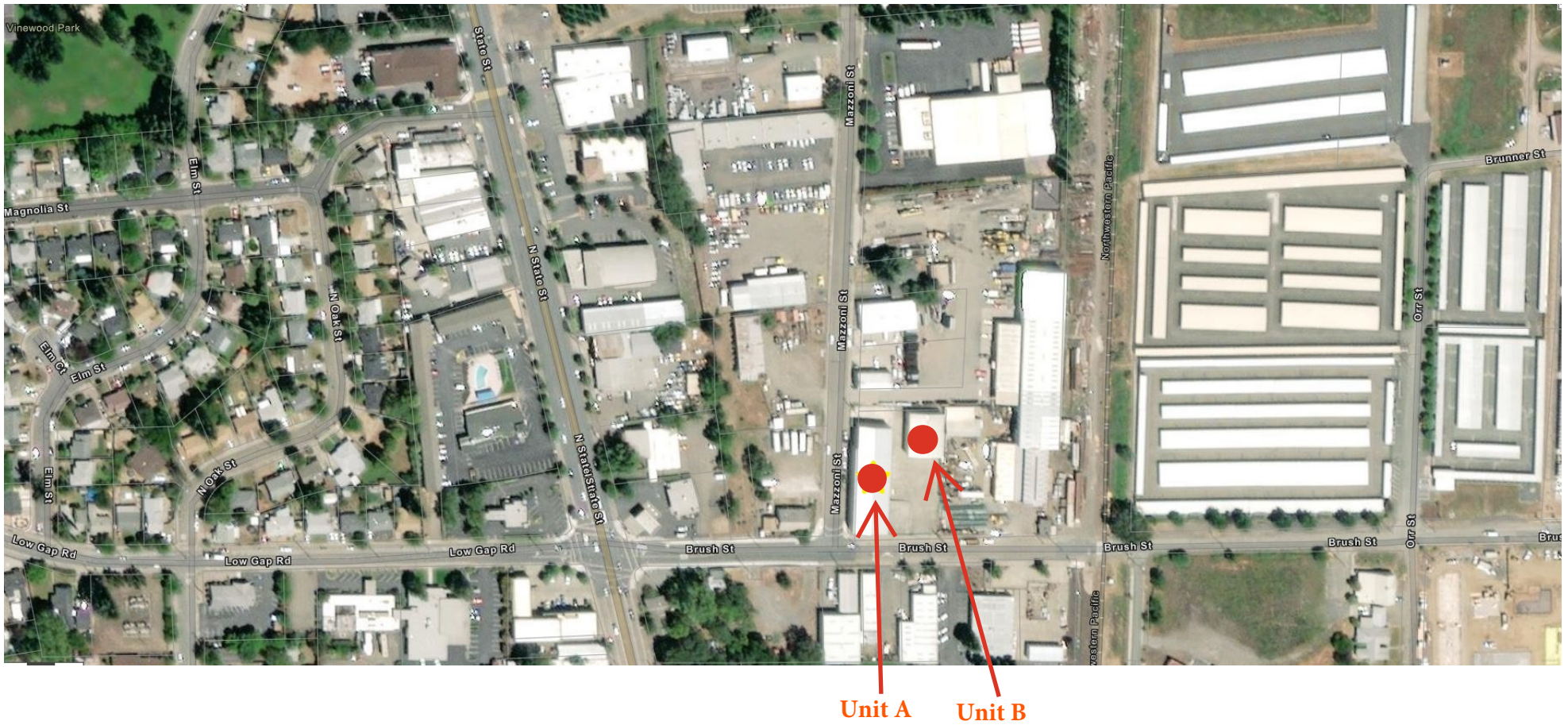


Figure 3 - Aerial Image (2020)



Figure 4 - Looking East from Mazzoni St. - 2024

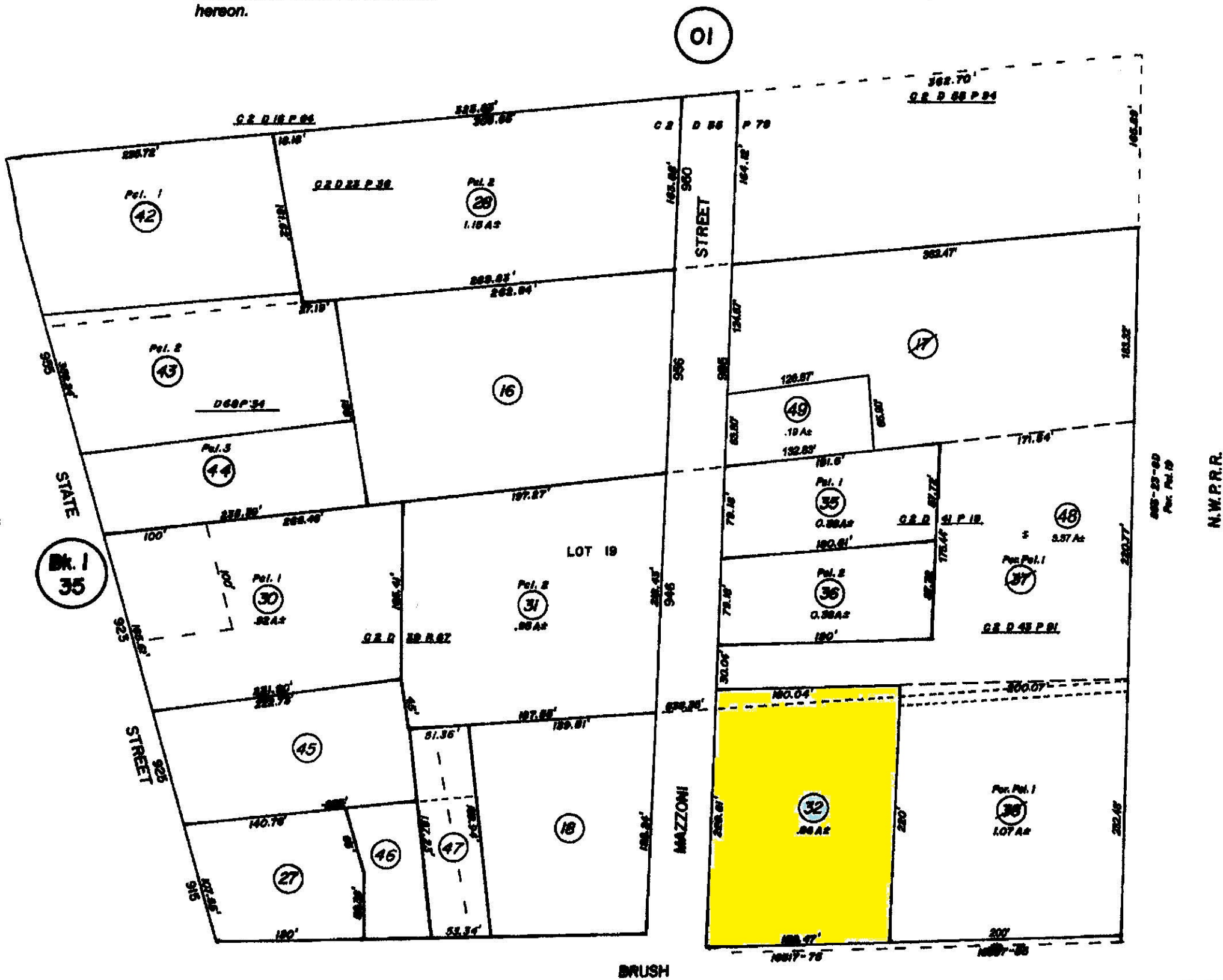
NOTE: This map was prepared for assessment purposes only. No liability is assumed for the data delineated hereon.

UKIAH CITY Lots 6 & 19 Brunner Briggs Addition

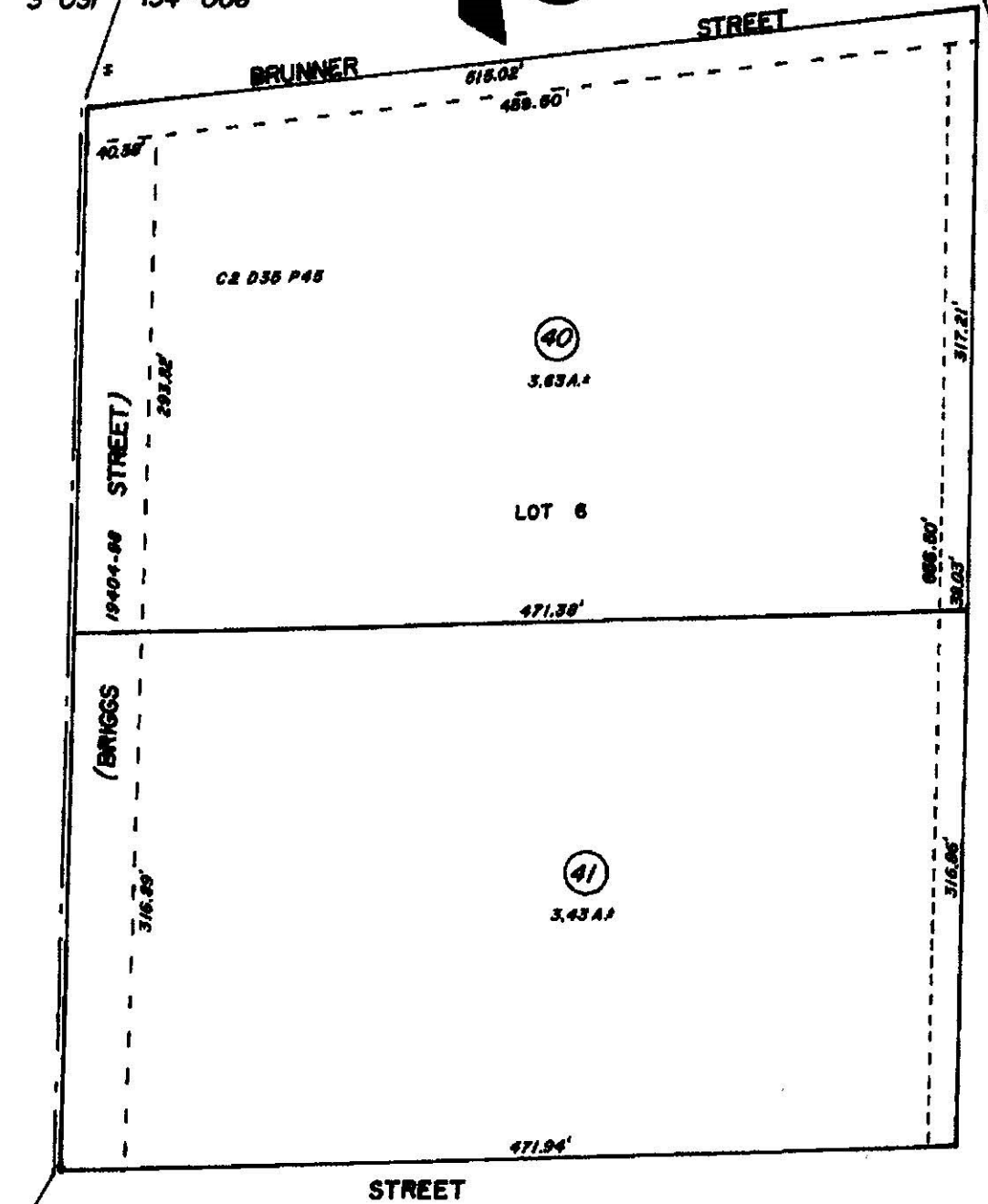
3-031
154-006

2-04

N
1" = 100'



3-031 154-006



3-031 154-006

Assessor's Map
County of Mendocino, Calif.
Updated June 12, 2014

Heritage Holding of California

Cannabis Use Permit

Neighborhood Context Map

APN 002-040-32

120 Brush Street, Ukiah

250' radius. No cannabis businesses, youth oriented facilities or residential zones within 250' of 120 Brush Street. Please note, there is a karate dojo within 250' of the premises, but according to the Ukiah municipal code, a karate dojo is not a youth oriented facility by definition.



Heritage Holding of California
Cannabis Use Permit
Neighborhood Context Map
APN 002-040-32
120 Brush Street, Ukiah

600 radius. No schools within 600' of 120/150 Brush Street. Please note, there is a School District IT office located at 925 N State Street that is within 600'. This is an IT office, and no children/students occupy this facility.



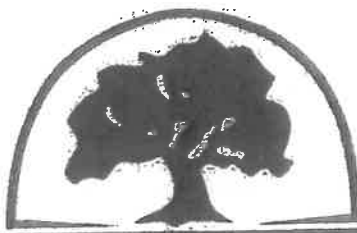
2024 Submitted Building Permits File No.
24-000958 (Bldg. A improvements -
Issued) and 24-001144 (Bldg. B Office
Space and Metal Building - Under
Review)



Planning & Community Development Department
300 Seminary Avenue
Ukiah, CA 95482
Email: planning@cityofukiah.com / Web: www.cityofukiah.com
Building Services
Phone: (707) 463-6203 / Fax: (707)463-6204
Inspection Line: (707) 463-6739

BUILDING PERMIT APPLICATION

Value of Work (\$): 15,000.00	Assessor Parcel Number: 002-040-32	Use of Building: COMMON AREA BATHROOMS
Building Address: 120 BRUSH ST. UKIAH, CA 95482		
Description of Work: BUILD A NEW ADA BATHROOM IN BUILDING A		
Building Owner Name: JAMIE WARM	Building Owner Email: jamiwarm9@gmail.com	Building Owner Phone #: 707-380-3188
Building Owner Mailing Address (Street Number and Name, City, State, Zip Code): 120 BRUSH ST. UKIAH, CA 905482		Customer ID:
Designer Name: RICHARD RUFF	Designer Email: richard@ruffarchitect.com	Designer Phone #: 707-391-7548
Designer Mailing Address (Street Number and Name, City, State, Zip Code): 100 WEST STANDLET STREET UKIAH, CA 95482		Customer ID:
Contractor Name: T.B.D.	Contractor Email: richard@ruffarchitect.com	Contractor Phone #: 707-391-7548
Contractor Mailing Address (Street Number and Name, City, State, Zip Code):		Customer ID:
LICENSED CONTRACTOR'S DECLARATION: I hereby affirm under penalty of perjury that I am licensed under the provisions of Chapter 9 (Commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect. License Class: _____ License Number: _____		
Contractor Signature: _____		Date: _____
OWNER-BUILDER DECLARATION: I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s) (section 7031.5, Business and Professions Code: Any City or County that requires a permit to construct, alter, improve, demolish, or repair any structure prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors' State License Law (Chapter 9 (Commencing with section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).): ☐ I, as owner of the property or my employees with wages as their sole compensation, will do () all of or () portions of the work, and the structure is not intended or offered for sale (section 7044, Business and Professions Code: The Contractor's State License Law does not apply to an owner of property who, through employees' or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale.). ☐ I, as the owner of the property, am exclusively contracting with licensed Contractors to construct the project (section 7044 Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who builds or improves thereon and who contracts for such projects with a licensed Contractor pursuant to the Contractors' State License Law). ☐ I am exempt from licensure under the Contractors' State License Law for the following reason: _____		



City of Ukiah

COMMUNITY DEVELOPMENT
DEPARTMENT

300 SEMINARY AVENUE
UKIAH, CA 95482

BUILDING DIVISION

Email: buildingdivision@cityofukiah.com
Web: cityofukiah.com
Phone: 707-467-5786
Fax: 707-463-6204
Inspections: 707-463-6739

BUILDING PERMIT APPLICATION

Value of Work (\$): 30,000	Assessor Parcel Number: 002-040-32	Use of Building: F-1 PROCESSING
Building Address: BUILDING "B" 150 BRUSH STREET UKIAH, CA 95482		
Description of Work: 20' X 19'-6" OFFICE SPACE & 8' X 40' SECURE STORAGE METAL CONTAINER		
Building Owner Name: JAMIE WARM	Building Owner Email: jamiewarm9@gmail.com	Building Owner Phone #: 707-380-3188
Building Owner Mailing Address (Street Number and Name, City, State, Zip Code): 150 BRUSH STREET UKIAH, CA 95482		Customer ID:
Designer Name: RICHARD RUFF	Designer Email: richard@ruffarchitect.com	Designer Phone #: 707-391-7548
Designer Mailing Address (Street Number and Name, City, State, Zip Code): 100 WEST STANDLEY STREET UKIAH, CA 95482		Customer ID:
Contractor Name: T.B.D.	Contractor Email:	Contractor Phone #:
Contractor Mailing Address (Street Number and Name, City, State, Zip Code):		Customer ID:
LICENSED CONTRACTOR'S DECLARATION: I hereby affirm under penalty of perjury that I am licensed under the provisions of Chapter 9 (Commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.		
License Class:		License Number:
Contractor Signature:		Date:
OWNER-BUILDER DECLARATION: I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s) (section 7031.5, Business and Professions Code: Any City or County that requires a permit to construct, alter, improve, demolish, or repair any structure prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors' State License Law (Chapter 9 (Commencing with section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).):		
☐ I, as owner of the property or my employees with wages as their sole compensation, will do ☐ all of or ☐ portions of the work, and the structure is not intended or offered for sale (section 7044, Business and Professions Code: The Contractor's State License Law does not apply to an owner of property who, through employees' or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale.).		
☐ I, as the owner of the property, am exclusively contracting with licensed Contractors to construct the project (section 7044 Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who builds or improves thereon and who contracts for such projects with a licensed Contractor pursuant to the Contractors' State License Law).		
☐ I am exempt from licensure under the Contractors' State License Law for the following reason:		

[illegible]

GENERAL NOTES	
QUALITY AND JOB MANAGEMENT	
1.	THE CONTRACTOR SHALL CONSULT THE INTERIOR FINISH SCHEDULE FOR ALL INTERIOR MATERIALS COORDINATION, CABINETS, ETC.
2.	ALL ITEMS OF MILLWORK SHALL BE CAREFULLY ERECTED WITH TIGHT-FITTING JOINTS, CAREFULLY CUT AND SECURED. EXPOSED NAILS OR SCREWS SHALL BE SET IN PUTTY. BACK PRIME ALL MILLWORK BEFORE INSTALLATION AND PROTECT AGAINST DAMPNESS. MOLDS AND FACES SHALL BE CLEAN CUT AND TRUE PATTERN. ALL WORK SHALL BE THOROUGHLY CLEANED AND SANDED TO RECEIVE THE FINISH. SHARP CORNERS OF SMALL MEMBERS OF FINISH WOODWORK SHALL BE SLIGHTLY ROUNDED.
3.	ALL FRAMING SHALL BE INSTALLED CLOSELY FITTED, ACCURATELY SET IN PLACE TO THE REQUIRED LINES AND LEVELS, AND SHALL BE OF THE DIMENSIONS SHOWN ON DRAWINGS. DO NOT IMPAIR STRUCTURAL MEMBERS BY CUTTING OR DRILLING - CONSULT ARCHITECT.
4.	ALL PROPRIETARY PRODUCTS NOTED ON THE DRAWINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND HAVE PRIOR APPROVAL FROM THE LOCAL GOVERNING AGENCIES.
5.	THE ARCHITECT AND THE ENGINEER WILL MAKE PERIODIC VISITS TO THE JOB SITE TO OBSERVE THE PROGRESS OF THE WORK. THE ARCHITECT AND ENGINEER SHALL NOT HAVE CONTROL OR CHARGE OF, AND SHALL NOT BE RESPONSIBLE FOR, CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES. FOR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK, FOR ACTS OR OMISSIONS OF THE CONTRACTOR, SUBCONTRACTORS OR ANY PERSONS PERFORMING ANY OF THE WORK OR FOR FAILURE OF ANY OF THOSE PARTIES TO CARRY OUT THE WORK IN CONFORMANCE WITH CONTRACT DOCUMENTS.
6.	CUTTING & PATCHING: AVOID DAMAGING ADJACENT EXISTING WORK. REPAIR OR REPLACE AT NO COST TO OWNER ANY DAMAGE CAUSED BY CONSTRUCTION.
7.	TEMPORARY SHORING: STRUCTURALLY BRACE AND SUPPORT ALL MATERIALS REQUIRING THE SAME FOR THE WORK TO OCCUR SAFELY AND IN COMPLIANCE WITH JURISDICTIONAL REGULATIONS.
CHANGES TO WORK & SUBMITTALS	
1.	CHANGES OR MODIFICATIONS TO THE WORK DURING CONSTRUCTION SHALL BE RECORDED WITH THE APPROPRIATE REGULATORY AGENCIES, AND APPROVALS FROM SUCH AGENCIES SHALL BE OBTAINED PRIOR TO MAKING SUCH CHANGES. REGULATORY AGENCIES SHALL BE NOTIFIED BY THE CONTRACTOR OF ALL SUCH CONSTRUCTION CONTRACT CHANGES AFTER PERMITS ARE ISSUED.
2.	THE ARCHITECT SHALL BE INFORMED, IN WRITING, OF ALL CHANGES OR SUBSTITUTIONS MADE TO THESE PLANS AND SPECIFICATIONS. THE ARCHITECT SHALL HAVE NO IMPLIED OR ASSUMED RESPONSIBILITY FOR CHANGES IMPLEMENTED WITHOUT THE ARCHITECT'S PRIOR APPROVAL.
3.	SHOP DRAWINGS: SHOP DRAWINGS ARE AN AID FOR FIELD PLACEMENT AND ARE SUPERSEDED BY THE ARCHITECTURAL DRAWINGS. IT SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO MAKE CERTAIN THAT ALL CONSTRUCTION IS IN FULL AGREEMENT WITH THE LATEST ARCHITECTURAL DRAWINGS. THE CONTRACTOR SHALL SUPPLY THE ARCHITECT/ENGINEER WITH A MINIMUM OF TWO (2) COPIES OF CHECKED SHOP DRAWINGS BEARING THE CONTRACTOR'S STAMP OF APPROVAL AND SIGNATURE, A MINIMUM OF THREE (3) WEEKS PRIOR TO FABRICATION. THE REVIEW OF SHOP DRAWINGS AND SPECIFICATIONS BY THE ARCHITECT/ENGINEER IS ONLY FOR GENERAL COMPLIANCE WITH THE ARCHITECTURAL AND/OR STRUCTURAL DRAWINGS AND SPECIFICATIONS. THIS REVIEW DOES NOT GUARANTEE IN ANY WAY THAT THE SHOP DRAWINGS ARE CORRECT, COMPLETE, NOR DOES IT INFER THAT THEY SUPERSEDE THE ARCHITECTURAL AND/OR STRUCTURAL DRAWINGS.
4.	SUBSTITUTIONS: PROPRIETARY ARTICLES MAY BE SUBSTITUTED IF, IN THE OPINION OF THE ARCHITECT AND OWNER, THE MATERIAL OR ARTICLE IS EQUAL TO THAT SPECIFIED. REQUEST FOR SUBSTITUTIONS SHALL NOT DELAY WORK.CONTRACTOR SHALL COORDINATE ACCEPTED SUBSTITUTIONS WITHOUT ADDITIONAL COST TO OWNER. ALL SUBSTITUTIONS MUST HAVE WRITTEN PERMISSION. COLOR SAMPLES OF ALL MATERIALS THAT AFFECT THE AESTHETICS OF THE DESIGN MUST BE SUBMITTED. WHEN A MANUFACTURED PRODUCT IS NOT SPECIFIED, CONTRACTOR WILL UTILIZE THE HIGHEST QUALITY PRODUCT AVAILABLE ON THE MARKET IN THE MIDDLE PRICE RANGE. CONTRACTOR SHALL ON NO ACCOUNT USE LOWER-END PRODUCTS AT THE BOTTOM PRICE RANGE WHEN BETTER QUALITY PRODUCT IN THE MIDDLE PRICE RANGE EXISTS.
5.	ONLY DRAWINGS, SPECIFICATIONS, ADDENDA AND CHANGE ORDERS BEARING APPROVAL OF OWNER SHALL BE USED IN THE EXECUTION OF WORK PERMITTED ON JOB SITE.
6.	ADDENDA WILL BE ISSUED DURING BIDDING TO CLARIFY DRAWINGS (AND SPECIFICATIONS) AS REQUIRED. THESE WILL BECOME A PART OF THE CONTRACT - CONSULT ARCHITECT.
7.	THERE SHALL BE NO DEVIATIONS WHATSOEVER FROM THE CONTRACT DOCUMENTS WITHOUT THE ARCHITECT'S WRITTEN APPROVAL THEREOF. THE CONTRACTOR AGREES TO DEFEND, INDEMNIFY AND HOLD THE ARCHITECT HARMLESS FROM ANY CLAIMS ARISING AS A RESULT OF UNAPPROVED CHANGES.
COMPLETION	
1.	ALL WORK SHALL BE CLEAN AND READY FOR USE UPON COMPLETION. EXPOSED AND SEMI-EXPOSED SURFACES BE DUSTED, MOPPED, WASHED, WIPED AND BUFFED AS NECESSARY TO LEAVE WORK IN A NEW, CLEAN, IMMACULATE CONDITION.
2.	CONTRACTOR IS RESPONSIBLE FOR PROVIDING OWNER(S) WITH RECORD CONSTRUCTION/AS-BUILT SET OF DRAWINGS AND ALL WARRANTIES FOR PRODUCTS USED AFTER COMPLETION OF PROJECT.

[illegible]

DRAWING INDEX

<u>ARCHITECTURAL</u>	
TI.1	PROJECT TITLE SHEET
TI.2	CONSTRUCTION WASTE MANAGEMENT
TI.3	CAL-GREEN NON-RESIDENTIAL REQUIREMENTS
TI.4	CAL-GREEN NON RESIDENTIAL REQUIREMENTS
TI.5	CAL-GREEN NON RESIDENTIAL REQUIREMENTS
AO.1	SITE PLAN
AI.1	BUILDING B FLOOR PLAN / ELEVATIONS
ADA1	DISABLED ACCESSIBILITY DETAILS
E.1	ELECTRICAL
FLS1	BUILDING B FIRE EGRESS PLAN
	<u>DIFFERED SUBMITTAL</u>
	N/A

<u>PROJECT TEAM</u>	
<u>ARCHITECT</u>	
RUFF + ASSOCIATES INC.	
ARCHITECTURE & PLANNING	
RICHARD P. RUFF ARCHITECT C-11736	
100 WEST STANDLEY ST.,	
UKIAH, CA.95482	
707-472-0525 FAX 707-472-0527	

<u>PARCEL DATA</u>	
LOCATION:	120 BRUSH STREET UKIAH, CA 95482
APN:	002-040-32
ZONING :	C-1
LOT SIZE:	.82 ACRES
BUILDING AREA:	CORNER BUILDING B - 4,320 SQ FT
FIRE SPRINKLERS :	B-BUILDING - 4,320 SQ FT NO SPRINKLERS REQUIRED
<u>PROPERTY LINE CONSTRUCTION:</u>	
NORTH SETBACK:	6'-0" ±
SOUTH SETBACK:	150'-0" ±
WEST SIDE SETBACK:	94'-4" ±
EAST SIDE SETBACK:	6'-0" ±
<u>SITE SUPPORT DATA</u>	
FIRE DISTRICT	UKIAH FIRE PROTECTION DISTRICT
SEWER	UKIAH SEWER
WATER	UKIAH WATER
GAS	PGE
ELECTRIC.....	CITY OF UKIAH

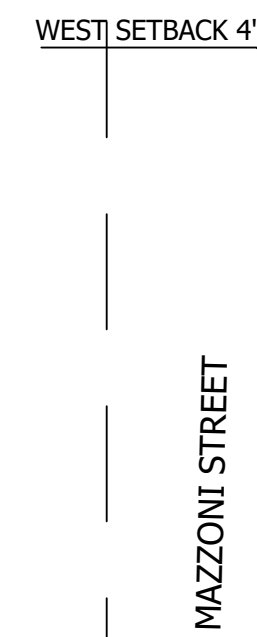
<u>SCOPE OF WORK</u>	
TENANT IMPROVEMENTS AND ALTERATIONS ON THE AUXILIARY BUILDING B FOR CANNABIS DISTRIBUTION.	
THERE WILL BE NO EXTRACTION, NO USE OF GENERATORS, HAZARDOUS CHEMICALS, (GASES, SOLIDS, OR LIQUIDS), CLOSED SYSTEM & OR OPEN SYSTEMS.	
NOTE: THE CITY OF UKIAH BUILDING DIVISION ENFORCES CBC CHAPTER 11B FOR DISABLED ACCESS COMPLIANCE AND DOES NOT REVIEW OR APPROVE PLANS FOR ADA COMPLIANCE.	

<u>CODE ANALYSIS</u>						
OCCUPANCY TYPE:	GROUP F-1 AND GROUP B					
CONSTRUCTION TYPE:.....	BUILDING B-IIIB					
<u>REQUIRED SEPARATION OF OCCUPANCY - NONE</u>						
<u>OCCUPANT FLOOR AREA ALLOWANCE</u>						
GROUP	NAME	TOTAL SQ FT	OCCU LOAD FAC	OCCUPANTS	TOTAL	
①	B BUILDING:	4,320 TOTAL SQ FT				
	GROUP F-1	3696 SQ FT /	200 GROSS	19		
	GROUP B	624 SQ FT /	150 GROSS	5		
		TOTAL LOAD OCCUPANCY		24		
②	<u>EGRESS SIZING</u>					
	MAIN BUILDING: OCCUPANT LOAD 21 X 0.2 = 4.2 IN					
	REQUIRED 1 EGRESS DOOR 36" X 84" PROVIDED 3 EGRESS DOORS 36" X 84"					
③	* MAXIMUM PATH OF EGRESS TRAVEL (FEET)					
	OL > 30 WITH	SPRINKLER SYSTEM 100 FEET BUILDING A				
	OL < 30 WITHOUT	SPRINKLER SYSTEM 75 FEET BUILDING B				
④	<u>BUILDING B:</u>					
	<u>TABLE A PLUMBING OCCUPANT LOAD FACTOR</u>					
	FI	3696	SQ FT	3696/2000	PER OCCU	2
	B	624	SQ FT	624/ 150	PER OCCU	4
		TOTAL OCCUPANT LOAD			6	
	<u>MINIMUM PLUMBING FACILITIES TABLE 422.1 CPC</u>					
	MEN	10	FEMALE	10	EXISTING	
		1 WC		1 WC	3 WC	
		1 LAV		1 LAV	3 LAV	
					1 URINAL	
	1 BOTTLE FILLING STATION					
	1 MOP SINK					
	OCCUPANTS FROM BUILDING B SHALL USE THE BATHROOMS IN BUILDING A.					
⑤	B BUILDING:	F-1	4,320 SQ FT	4,320 / 2500	2 SPACES	
	2 ADA SPACES REQUIRED 2 SPACES					
	2 ADA SPACES PLUS 16 SPACES PROVIDED TOTAL SPACES PROVIDED 18					

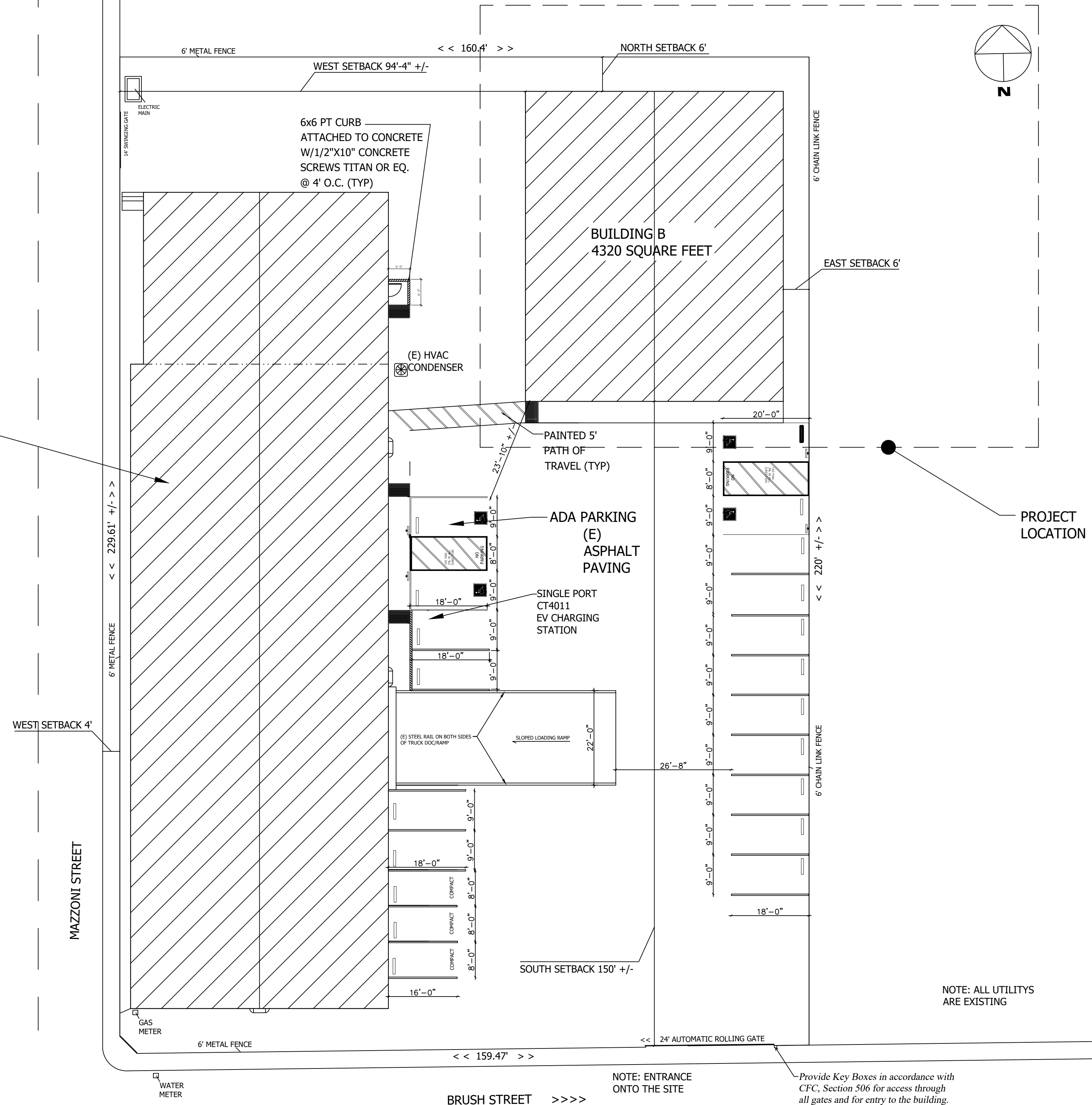
TENANT IMPROVEMENT FOR BUILDING B		RUFF + ASSOCIATES		BY	
FOR: ANARBOL GALVEZ		Architecture Planning Development		DATE	
120 BRUSH STREET		100 West Standley Street, Ukiah, CA 95482			
UKIAH, CA 95482		Phone: 707-472-0525 Fax: 707-472-0527			
		e-mail: richard@ruffarchitect.com			
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		CA License # C11736 - 5597217			
SHEET TITLE					
TITLE SHEET					
DRAWN BY		ROBFOX			
CHECKED BY		RPR			
DATE SUBMITTED					
DATE CREATED		5-6-2024			
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SHEET 1 OF 18					

PROPERTY LINE _____
 BUILDING ENVELOPE 
 EDGE OF PAVEMENT _____
 FENCE LINE ××××××××××××××××
 BUILDING SETBACK LINE - - - - -
 CONTOUR LINES 

THE DISCHARGE OF POLLUTANTS TO ANY STORM DRAINAGE SYSTEM IS PROHIBITED. NO SOLID WASTE, PETROLEUM BY PRODUCTS, SOIL PARTICULATES, CONSTRUCTION WASTE MATERIALS, OR WASTEWATER GENERATED ON CONSTRUCTION SITES OR BY CONSTRUCTION ACTIVITIES SHALL BE PLACED, CONVEYED, OR DISCHARGED INTO THE STREET, GUTTER OR STORM DRAIN SYSTEM.....



Site Plan
Scale 1/16" = 1'



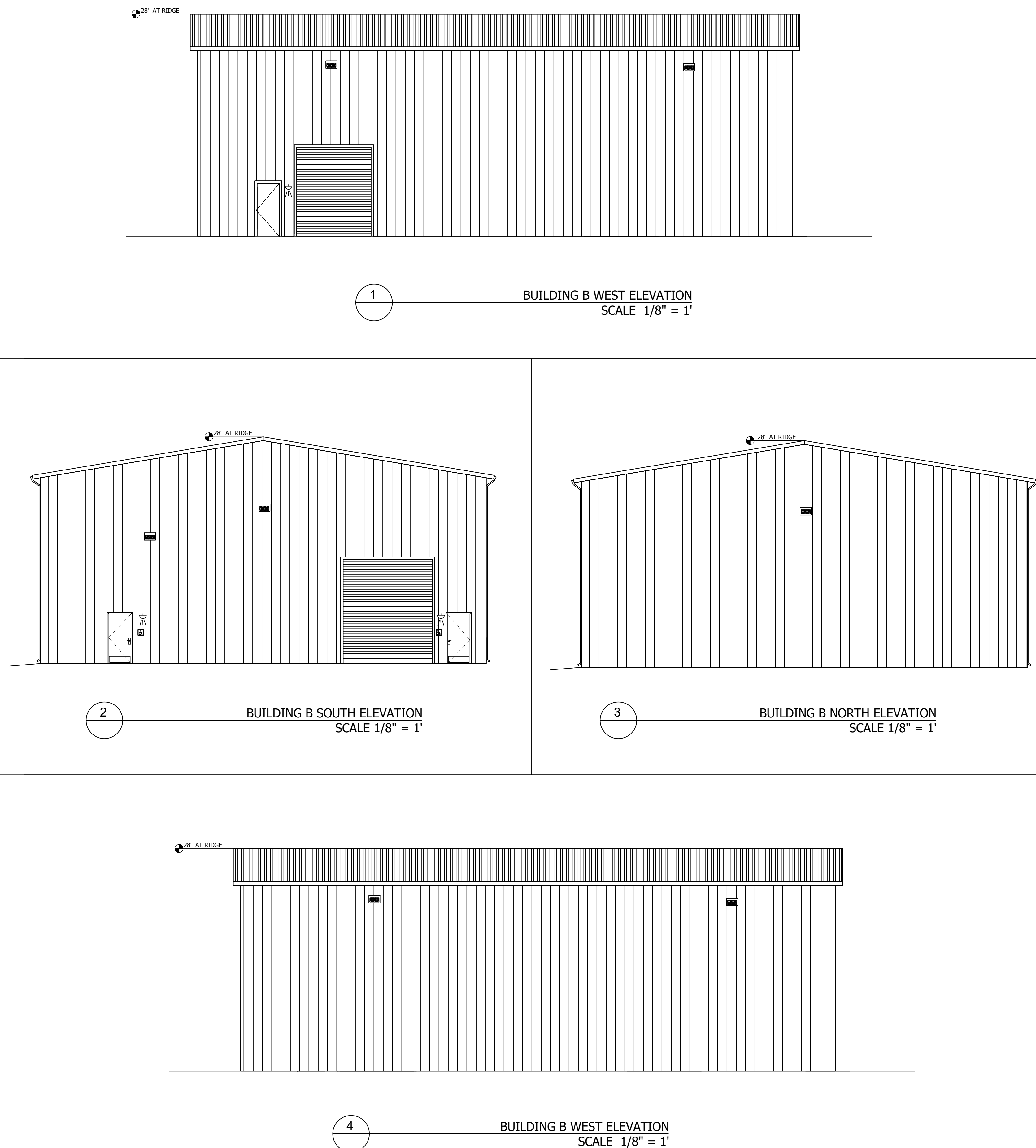
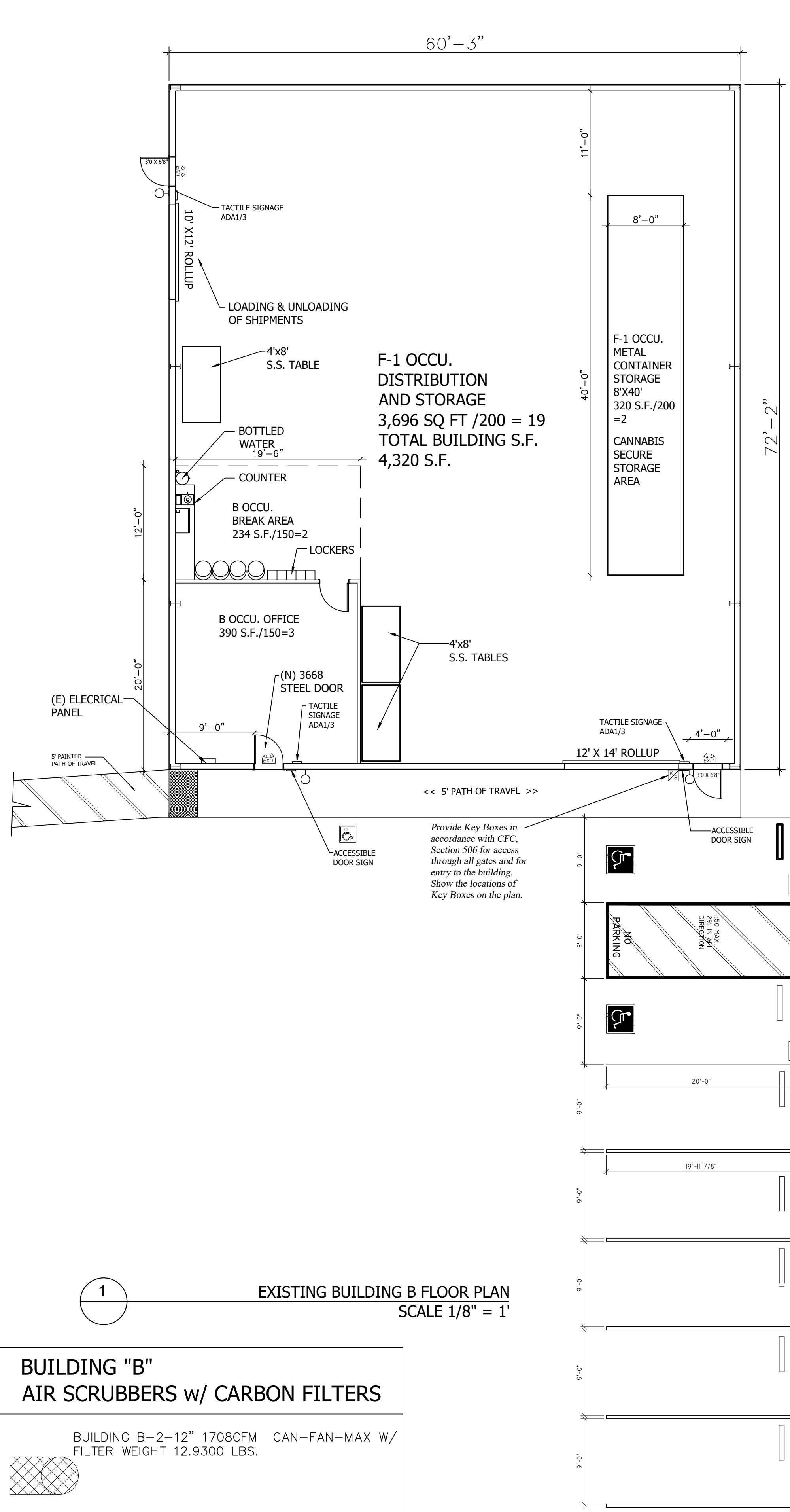
- PROJECT LOCATION

NOTE: ALL UTILITIES
ARE EXISTING

Provide Key Boxes in accordance with CFC, Section 506 for access through all gates and for entry to the building.

NOTE: ENTRANCE
ONTO THE SITE

TENANT IMPROVEMENT FOR BUILDING B FOR: ANARBOL GALVEZ 120 BRUSH STREET UKIAH, CA 95482		SHEET TITLE SITE PLAN		RUFF + ASSOCIATES Architecture Planning Development 100 West Standley Street, Ukiah, CA 95482 Phone: 707-472-0525 Fax: 707-472-0527 e-mail: richard@uffarchitect.com COPYRIGHT © BY RUFF + ASSOCIATES, ALL RIGHTS RESERVED.		CA License # C11736 - 8597217 		RUFF + ASSOCIATES # REVISIONS DATE	
DRAWN BY ROBF0X CHECKED BY RPR DATE SUBMITTED DATE CREATED 5-6-2024 SCALE AS NOTED		A0.1		SHEET 4 OF 18					



TENANT IMPROVEMENT FOR BUILDING B		RUFF + ASSOCIATES		#	REVISIONS	DATE	BY
FOR: ANARBOL GALVEZ		Architecture Planning Development					
120 BRUSH STREET		100 West Standley Street, Ukiah, CA 95482					
UKIAH, CA 95482		Phone: 707-472-0525 Fax: 707-472-0527					
		e-mail: richard@uffarchitect.com					
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TENANT IMPROVEMENT FOR BUILDING B

FOR: ANARBOL GALVEZ

120 BRUSH STREET

UKIAH, CA 95482

RUFF + ASSOCIATES

SHEET TITLE

BUILDING B

FLOOR PLAN & ELEVATIONS

RUFF + ASSOCIATES

DRAWN BY

CHECKED BY

DATE SUBMITTED

DATE CREATED

SCALE

ROBFOX

RPR

9-27-2022

9-20-2021

AS NOTED

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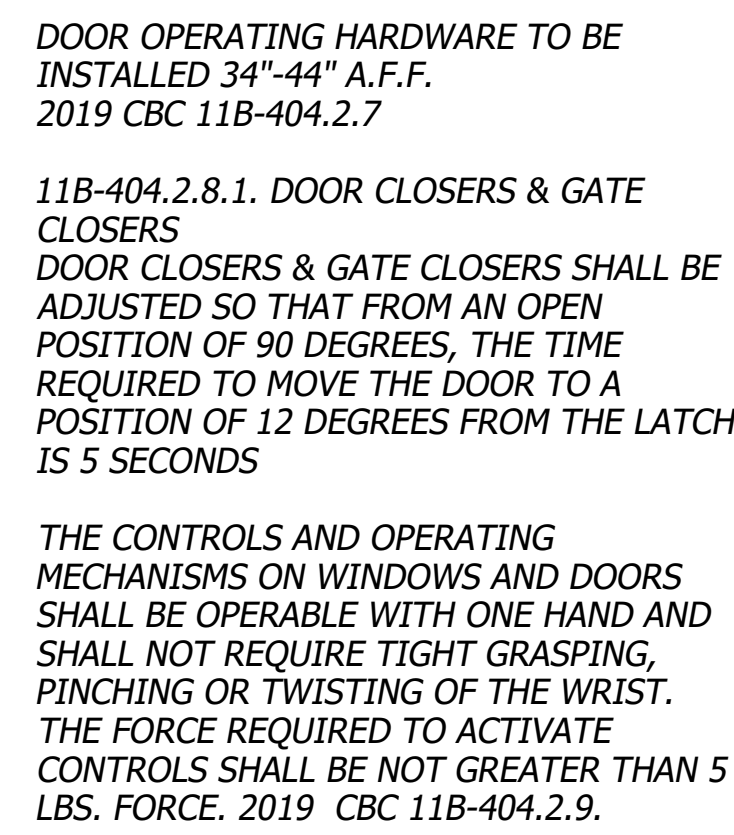
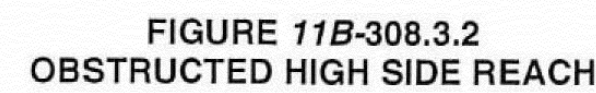
RUFF + ASSOCIATES

SHEET

9

OF

18


$$1/2'' = 1'-0''$$


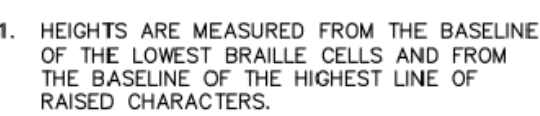
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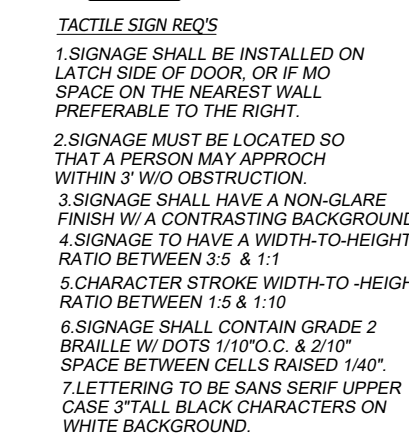
① _____
N.T.S.



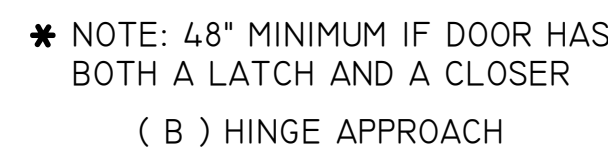
② $3'' = 1'-0''$



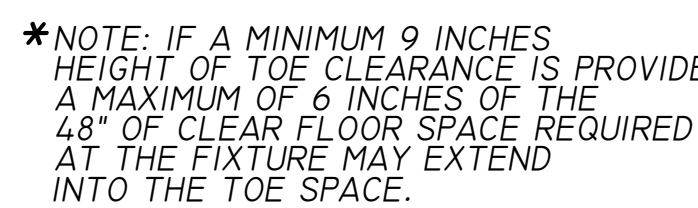
TACTILE SIGN INSTALLATION HEIGHT



1/2" = 1'-0"



8

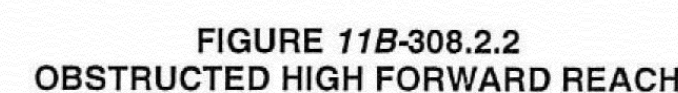
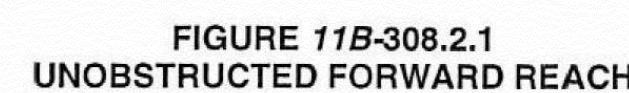


SIDE ELEVATION



PLAN

④ $3/4'' = 1'-0''$



⑥

BUILDING B ELECTRICAL LEGEND

DUPLEX OUTLET

SINGLE POLE LIGHT SWITCH

LIGHT FIXTURE LEGEND

CEILING MOUNTED FLORESCENT FIXTURE
12" X 48" 2 TUBE 60 WATTS

APC 7R LED EXIT LIGHT W/
90 MIN EMERGENCY BACK UP LIGHT

CURC DUAL HEAD EMERGENCY LIGHT 120/277
INPUT, NiMH BATTERY, REMOTE CAPACITY
3 VDC, 1 WATT

Qty

Total

24 Each

1440 Watts

2 Each

1.7 Watts

4 Each

.92 Watts

BUILDING "B"

AIR SCRUBBERS w/ CARBON FILTERS

BUILDING B-2-12" 1708CFM CAN-FAN-MAX W/
FILTER WEIGHT 12.9300 LBS.

NOTATION: ALL SWITCHES TO BE ON OCCUPANCY SENSOR

NOTATION: ALL OUTLETS TO BE INSTALLED
15" ABOVE FINISHED FLOOR AT BOTTOM
ALL SWITCHES TO BE INSTALLED 48" AT TOP
OF SWITCH OR LOWER...

*ALL OUTLETS SHALL BE AFCI CEC 210.12(B)

*ALL RECEPTACLES SHALL BE
TAMPER-RESISTANT CEC 406.12

NOTATION: ALL EXIT & EMERGENCY SHALL BE
PROVIDED WITH S MINIMUM 90 MIN. RATED
CAPACITY OF EMERGENCY BATTERY UNDER FULL
LOAD. CBC 1008.3.4

The floor plan of Building B is a rectangular structure with overall dimensions of 60'-3" by 72'-2". The plan includes several rooms and functional areas: a large central area labeled 'F-1 OCCU. DISTRIBUTION AND STORAGE' with 3,696 SQ FT / 200 = 19 TOTAL BUILDING S.F. 4,320 S.F.; a 'B OCCU. BREAK AREA' of 234 S.F. / 150 = 2; a 'B OCCU. OFFICE' of 390 S.F. / 150 = 3; and a 'CANNABIS SECURE STORAGE AREA' of 8' X 40' (320 S.F.). Other features include a 'LOADING & UNLOADING OF SHIPMENTS' area, a '4'x8' S.S. TABLE', 'BOTTLED WATER', 'COUNTER', 'LOCKERS', and '4'x8' S.S. TABLES'. The plan also shows '10' X 12' ROLLUP' and '12' X 14' ROLLUP' doors, 'TACTILE SIGNAGE ADA1/3', and 'ACCESSIBLE DOOR SIGN'. A '6x6 PT CURB ATTACHED TO CONCRETE W/1/2"X10" CONCRETE SCREWS TITAN OR EQ. @ 4' O.C. (TYP)' is shown near the entrance. A '5' PAINTED PATH OF TRAVEL' and '<< 5' PATH OF TRAVEL >>' are indicated. A note states: 'Provide Key Boxes in accordance with CFC, Section 506 for access through all gates and for entry to the building. Show the locations of Key Boxes on the plan.'

1 BUILDING B EXISTING ELECTRICAL PLAN
SCALE 3/16" = 1'

BY

DATE

REVIEWS

#

RUFF + ASSOCIATES

RUFF + ASSOCIATES

Architecture Planning Development

100 West Standley Street, Ukiah, CA 95482

Phone: 707-472-0525 Fax: 707-472-0527

e-mail: richard@ruffarchitect.com

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LICENSED ARCHITECT

RICHARD RUFF

NO. C11736

REN. 11-30-25

STATE OF CALIFORNIA

TENANT IMPROVEMENT FOR BUILDING B

FOR: ANARBOL GALVEZ

120 BRUSH STREET

UKIAH, CA 95482

SHEET TITLE

BUILDING A SECOND FLOOR ELECTRICAL PLAN

BUILDING B ELECTRICAL PLAN

DRAWN BY

CHECKED BY

DATE SUBMITTED

DATE CREATED

SCALE

PAGE

ROBFOX

RPR

9-27-2022

9-20-2021

AS NOTED

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SHEET 15 OF 18

Page 106 of 200

FIRE EXIT SYMBOL LEGEND



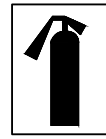
EMERGENCY FIRE EXIT SIGN WITH FLOODLIGHT
COMBO W/ 90 MIN. BATTERY BACKUP



INTERCONNECTED SMOKE-CARBON ALARM
FIRST ALERT MODEL SA520

F

PULL STATIONS @ 4' ABOVE FINISHED FLOOR
(AS MEASURED TO THE HIGHEST PART OF THE HANDLE)



Provide 2-A:10-B:C-rated fire extinguishers with current State Fire Marshal certification tags. Travel distance to a fire extinguisher cannot exceed 75 feet. Fire extinguishers shall be mounted near the exits at 48-inch elevations to the top of the extinguishers in visible locations in egress paths. Show locations on the plans. Provide a fire extinguisher sign at a minimum height of 8 feet to the bottom of the sign above each location where not directly visible. CFC 906

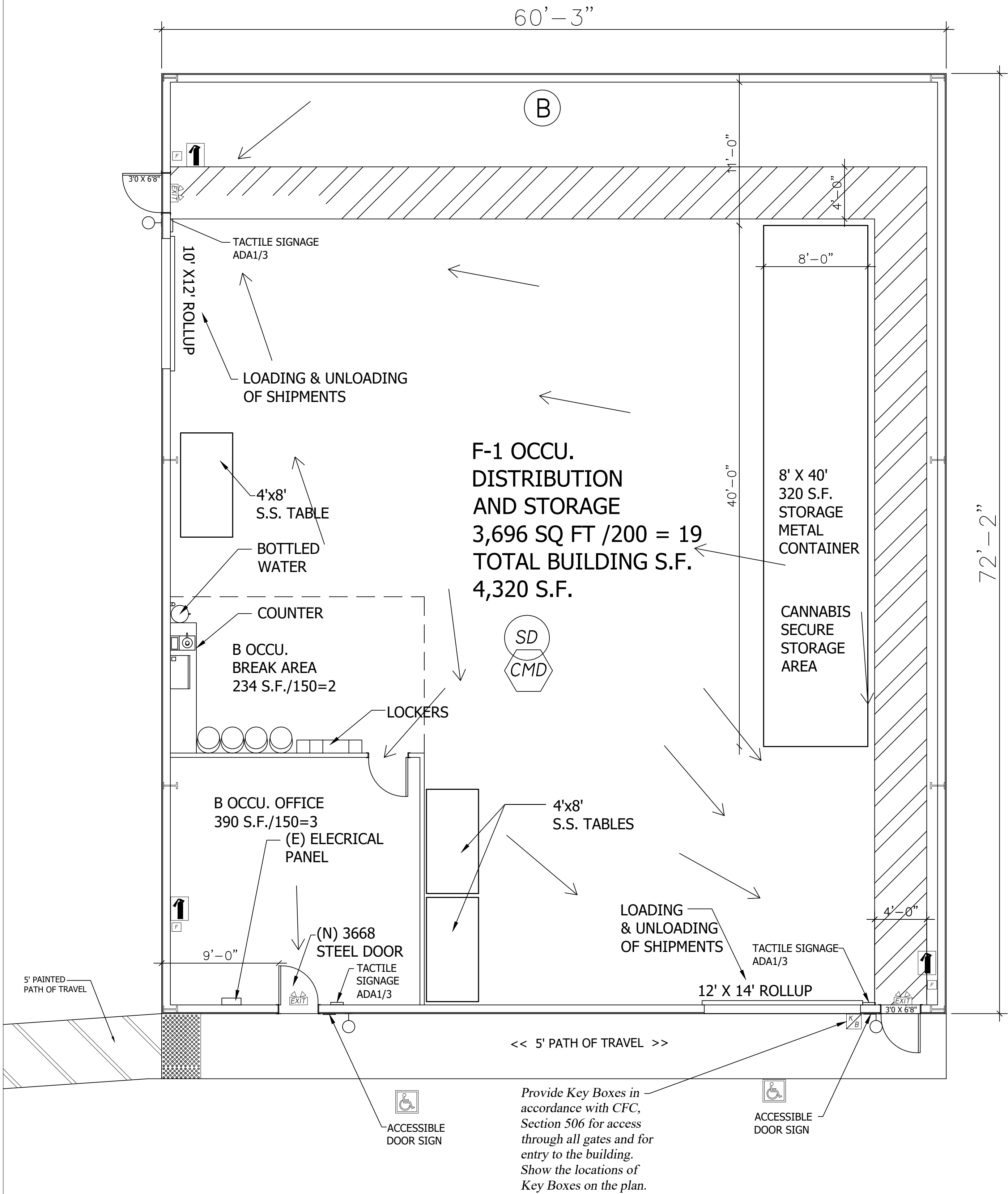
HS

H STROBE 84" TO BE 96" ABOVE FINISHED FLOOR

B

FIRE ALARM BELL

EGRESS



1

BUILDING A FIRE LIFE & SAFETY
SCALE 3/16" = 1'

BY					
DATE					
REVIEWS					
#					
RUFF + ASSOCIATES					
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TENANT IMPROVEMENT FOR BUILDING B FOR: ANARBOL GALVEZ 120 BRUSH STREET UKIAH, CA 95482					
SHEET TITLE					
BUILDING B FIRE LIFE & SAFETY					
DRAWN BY ROBFOX					
CHECKED BY RPR					
DATE SUBMITTED					
DATE CREATED 5-6-2024					
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SHEET 18 OF 18					



PROJECT REVIEW REFERRAL

Please provide comments by: November 15, 2024

The City of Ukiah Community Development Department is soliciting input on the project described below for use in the staff analysis, CEQA document, and public hearing documents. Please identify any questions you have or missing information you need to complete your review, as well as suggested Conditions of Approval.

TO:			
☒	City Community Development Director	☐	
☒	City Building Inspection Division	☐	
☒	City Public Works Department	☐	
☒	City Fire Prevention Division	☐	
☒	City Police Department	☐	
☒	City Code Enforcement Division	☐	
☒	City Electric Utility Department	☐	
☒	Ukiah Valley Fire Authority	☐	
☒	Mendocino Air Quality Management District	☐	
☒	Mendocino Planning and Building	☐	
☒	Department of Cannabis Control	☐	
☐	City Manager's Office	☐	Other:
FROM PROJECT PLANNER: Katherine Schaefer, Planning Manager			

PROJECT INFORMATION:	
Project Name & Permit #:	Unit B - Minor Use Permit #PA24-00013
Site Address & APN:	120/150 Brush St, Ukiah, CA; APN (002-040-32)
General Plan:	"I" Industrial
Zoning:	"M" Manufacturing
Airport Compatibility Zone:	N/A
Date Filed:	9/27/24
Resubmittal:	
Date Referred:	10/30/24
Prev. Projects on Site (include file #)	2021 MiUP #21-6195; 2022 Renewal #22-7235
Applicant/Agent Name:	Michael Warm
Phone:	707-380-3188
Email:	jamiewarm9@gmail.com
Project Summary:	
Change in permit ownership and modification of existing Minor Use Permit to include use of Unit B.	

Please indicate whether you have comments and sign and date below. Return this Project Referral Form by the date noted above to the Project Planner listed.

Name and Affiliation/Department (please print) MAX BRAZILL / UKIAH POLICE DEPT.

☒ No Comment

☐ Comments / Conditions of Approval Attached

Max Brazill

Signature

11/7/24

Date

Comments / Conditions of Approval:



DATE: December 13, 2024
TO: Zoning Administrator
FROM: Katherine Schaefers, Planning Manager
SUBJECT: Request to Renew the existing Major Use Permit for on-site consumption of 'Cannabis Products' in a designated 'Cannabis Consumption Area – Outdoor' on the premises of an existing 'Cannabis-Related Business' at 1076 & 1078 Cunningham Street, Ukiah (APN 003-140-65); File No. 24-001455

SUMMARY

PROPERTY OWNER(S): Joe Thomas
APPLICANT: Heritage Mendocino (Coral Jacobson)
LOCATION: 1076 & 1078 Cunningham Street, Ukiah (APN: 003-140-65)
TOTAL ACREAGE: ±1.14 acres
GENERAL PLAN: Industrial (I)
ZONING DISTRICT: Manufacturing (M)
AIRPORT COMPATABILITY ZONE: Zone 2 (Inner Approach/Departure Zone) / Zone 3 (Inner Turning Zone)
ENVIRONMENTAL DETERMINATION: Project is exempt from further environmental review per California Environmental Quality Act (CEQA) Guidelines §15061(b)(3), Review for Exemption
RECOMMENDATION: Conditional Approval (see Draft Findings in Attachment 1 and Draft Conditions of Approval in Attachment 2)

BACKGROUND

On February 19, 2019, the Planning Commission approved a Major Use Permit and Site Development Permit (File No. 18-3631) to allow for a 'Cannabis Microbusiness' at the project location. The Use Permit includes the use of the existing 2,480 sf, two-story 20 ft high building at 1076 Cunningham for the distribution, dispensary/retail, deliveries, non-volatile manufacturing, and processing of recreational and medicinal cannabis products in addition to:

Staff Report
Heritage Mendocino Use Permit Renewal
1076/1078 Cunningham St.
File No. 24-001455

- 12 parking spaces (10 standard, 1 ADA, and 1 loading space) within a 4,237 sf parking lot, accessed via a driveway along Rupe Street
- Curb and sidewalk improvements along Rupe and Cunningham Streets
- Odor control features such as carbon air filters
- Surveillance cameras, alarms and a card reader entry
- Operating hours of Mon-Sun 9 a.m.-9 p.m., Sat 9 a.m.-7 p.m., and Sun 9 a.m.-6 p.m.

Heritage Mendocino received their Department of Cannabis Control license on September 5, 2019 as a Commercial-Microbusiness, and began operations soon after. Per the requirements of Ukiah City Code §9174.2, Use Permits for cannabis related businesses have a one-year term from the time they are issued, after which they may be renewed subject to staff review and approval by the Zoning Administrator. On August 31, 2020 the Use Permit was renewed (File No. 18-3631) with a modification for parking lot fencing removal. The permit was again renewed on November 16, 2021 (File No. 21-6140) to include an amendment to allow the utilization of an adjacent structure (1078 Cunningham St.) for secure storage associated with cannabis products.

In a parallel process during the second renewal, 1076 and 1078 Cunningham were allocated to the same legal parcel when, on October 5, 2021, the City Engineer approved a Lot Line Adjustment (File No. 21-6503) to adjust three parcels associated with the Use Permit area (Lot 1 – Historical APN 003-140-53, decreased to .82 acres, Lot 2 – Historical APN 003-140-54, decreased to .51 acres, and Lot 3 – Historical APN 003-140-52, increased to 1.14 acres).

On September 27, 2023, a request to modify the Use Permit to allow for on-site consumption of 'Cannabis Products' in a designated 'Cannabis Consumption Area – Outdoor' within the existing fenced area directly south of the 'Cannabis-Related Business' at 1076 Cunningham St., was approved by the Planning Commission (File No. 23-8481).

"Use Permits for cannabis-related business will be subject to review after the first year of operation by the Zoning Administrator, including inspection of the business by the Zoning Administrator or his designee, to determine whether the business is being operated in accordance with any conditions of approval imposed on the use permit as issued by the Planning Commission or Zoning Administrator."

PROJECT DESCRIPTION

Per UCC §9174.2(C)(5)(b), after one year following the first day of operation, a renewal to the Zoning Administrator for evaluation of the Use Permit is required. The existing Use Permit expiration date is October 27, 2024 (File No. 23-8481). An application for renewal was submitted by the applicant on October 24, 2024. No changes to the previously approved Use Permit, or associated approved plans are proposed. All original Conditions of Approval are applicable to the proposed renewal and will remain in effect. Application materials are included as Attachment 3.

SURROUNDING LAND USES

The project site is located within the City of Ukiah, ±0.4 miles west of U.S. Route 101 immediately northwest of the intersection of Talmage Road and Cunningham Street at 1076 & 1078 Cunningham Street, Ukiah, CA, 95482; APN 003-140-65.

Staff Report
Heritage Mendocino Use Permit Renewal
1076/1078 Cunningham St.
File No. 24-001455

In general, the surrounding properties feature a mixture of vacant lots, as well as commercial and storage/warehouse facilities, which are overviewed in Table 1:

TABLE 1: SURROUNDING USES AND ZONING		
	ZONING:	USE:
NORTH	Manufacturing	Vacant – Fenced Site
EAST	Manufacturing	Manufacturing (Small Engine Repair; Construction Services); Commercial (Outdoor Fish Market)
SOUTH	Manufacturing and Public Facility	Commercial (Agricultural Sales & Services); Airport (Open-Space)
WEST	Manufacturing	Manufacturing (Biofuels; Outdoor Material Storage)

The project is consistent with the siting requirements below for a ‘Cannabis Related-Business’, as it is not within the restricted distance to residences, schools, youth-oriented facilities, or other cannabis related business. A ‘Location Map’ is included within Attachment 3. As detailed, below:

- The consumption area is not within six hundred feet (600 ft) of a school, and;
- The consumption area is not within two hundred fifty feet (250 ft) of a youth-oriented facility, and;
- The consumption area is not within or proximate to any residential zoned parcel or primary land use, and;
- The consumption area is not adjacent to or within 250’ of another cannabis-related business.

Figure 1: Location Map



The ‘Cannabis Consumption Area - Outdoor’ is approximately 60’ to the west of the nearest off-site commercial structure, which is utilized for construction services and addressed at 1099 Cunningham Street. The consumption area is approximately 500’ to the southwest of the nearest

residential structure, which is located immediately northwest of intersection of Perry & Rupe Street.

REGULATORY BACKGROUND

On September 7, 2022, written and oral comment was provided to the Ukiah City Council during Audience Comments on non-agenda Items requesting that the City Council evaluate an ordinance amendment to allow for on-site consumption. Thereafter, the City Council requested that the Cannabis Ad-Hoc Committee review considerations provided during public expression in conjunction with staff.

Subsequently, Community Development Staff facilitated a meeting of the Cannabis Ad-Hoc on October 19, 2022, and then addressed questions via email with members of the Ad-Hoc to develop a recommendation for modification of Ukiah City Code that addressed the public expression provided.

On February 6, 2023, the Planning Commission unanimously adopted a resolution making the report and recommendation that the City Council adopt a proposed amendment to the City's Municipal Code, finding that the actions to allow on-site consumption were categorically exempt pursuant to Section 15061 (b)(3) of the CEQA Guidelines.

On March 15, after consideration of public input, the City Council voted 4-0-1 to introduce an Ordinance Amending various sections of Ukiah City Code to permit on-site consumption at cannabis dispensaries and microbusinesses featuring retail.

On April 5, 2023, the City Council voted 3-1 to adopt an ordinance amending various sections of Ukiah City Code to permit onsite consumption at cannabis dispensaries and microbusinesses featuring retail.

Since 2018, the State of California has allowed for on-site consumption where locally authorized. To facilitate on-site consumption of cannabis products on a non-event basis, a State Retail license is required from the Department of Cannabis Control (DCC), even if the primary undertaking is not commercial retail, but an associated activity, such as a hotel that wants to facilitate an on-site consumption area. As a Cannabis Microbusiness, Heritage Mendocino maintains a license to operate a Commercial Microbusiness (No. C12-0000258-LIC), which includes manufacturing (Level 1), distribution, and retail activities.

Pursuant to California Business and Professions Code Section 26200, a local jurisdiction may allow for the smoking, vaporizing, and ingesting of cannabis or cannabis products on the premises of a retailer or microbusiness per the following requirements:

- (1) Access to the area where cannabis consumption is allowed is restricted to persons 21 years of age or older.*
- (2) Cannabis consumption is not visible from any public place or non-age-restricted area.*
- (3) Sale or consumption of alcohol or tobacco is not allowed on the premises.*

AGENCY CONSIDERATIONS \$ REFERRAL

Staff Report
Heritage Mendocino Use Permit Renewal
1076/1078 Cunningham St.
File No. 24-001455

On October 4, 2024, project referrals were sent to the following responsible or trustee agencies with jurisdiction over the Project (See Table 2). Comments received by responding departments and agencies are included in Attachment 4, and comments reflected within the Conditions of Approval, as appropriate.

TABLE 2: AGENCY COMMENTS	
Agency	Comment
City Community Development Director	No Response
City Manager's Office	No Response
City Building Official	No Response
City Public Works Department	No Response
Ukiah Valley Fire Authority	No Response
City Policy Department	Response – Alarm info
City Electrical Utility Department	No Comment
Ukiah Municipal Airport Operations Manager	No Response
Airport Land Use Commission	No Response
Mendocino County Planning & Building Services	No Response
Department of Cannabis Control	No Response

STAFF ANALYSIS

General Plan and Zoning Consistency and Airport Compatibility

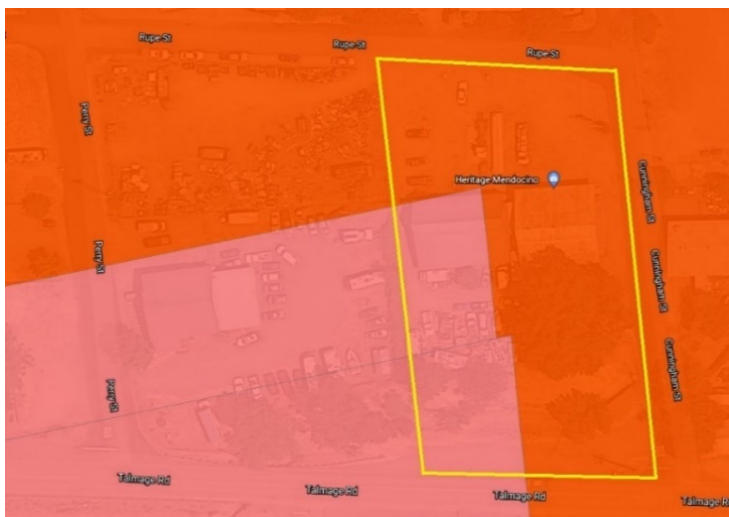
The parcel carries a General Plan Land Use designation of Industrial (I) and is zoned Manufacturing (M). The original Use Permit and associated use were determined to be consistent with the General Plan and zoning code at the time that permit was approved. The project continues align with the City's intention to encourage and facilitate the development of local-serving retail that is more resilient (**Goal ED-10**), in this case from the market fluctuations associated with the cannabis industry, while offering visitors with the amenities and services that makes their stay in Ukiah more enjoyable. Accordingly, Visit Mendocino has identified the cannabis tourism sector as an important area for future tourism and growth (**Goals ED-4 and ED-6**). The proposed renewal of an existing use permit for a commercial retail business is also consistent with both the (I) land use designation and the (M) zoning designation.

Per Table 3A of the Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP), 'Outdoor Non-Group Recreation' (Small/Low-Intensity) was determined to be the analogous category for the 'Cannabis Consumption Area – Outdoor' use. 'Outdoor Non-Group Recreation' (Small/Low-Intensity) is a conditionally compatible use within Zone 2, so long as the intensity criteria are met, and no airspace obstructions are facilitated. 'Outdoor Non-Group Recreation' was determined to

be accessory to the 'Non-Conforming Use' of the property as a 'Cannabis-Related Business' within the M zone.

Given the size of the parcel (1.14 acres), the fact that no physical improvements have been proposed, and the associated airport compatibility designations, the project remains consistent with the UKIALUCP, as most of the site is within Zone 2, which allows for a maximum sitewide average intensity of 60 people/acre. Approximately .75 acres of the subject property is within Zone 2 (as detailed in Figure 2), therefore up to 45 people can be on the premises at any given time, which is well within the normal operations of the Cannabis Microbusiness.

Figure 2: Airport Compatibility Zones



Renewal

Per UCC §9174.2(C and D), Use Permits issued for cannabis-related businesses shall be subject to review once after the first year of operation. In determining whether to renew a cannabis Use Permit, the Zoning Administrator must consider specific criteria (UCC §9174.2(D)(2)). Renewal criteria, as well as Staff's analysis of consistency are included in Table 3 below. Information from the Police Department has been included in the analysis (see Attachment 4).

Under the City's current cannabis regulations, upon approval of the proposed renewal, the Use Permit will no longer expire within one year but is subject to the City's revocation procedures for cannabis-related Use Permits (UCC §9174.2(e)) and standard Use Permit expiration regulations (UCC §9262(h)).

TABLE 3: CRITERIA FOR PERMIT RENEWAL	
Renewal Criteria	Staff Analysis
a. Whether the cannabis-related business operated pursuant to the use permit has generated an excessive number of calls for	The Ukiah Police Department indicates that there has not been excessive calls for service related to the business at this location.

Staff Report
Heritage Mendocino Use Permit Renewal
1076/1078 Cunningham St.
File No. 24-001455

police service compared to similarly situated businesses of the same size as the cannabis-related business.	
b. Whether there have been excessive secondary criminal or public nuisance impacts in the surrounding area or neighborhood, including, but not limited to, disturbances of the peace, illegal drug activity, cannabis use in public, harassment of passersby, littering, loitering, illegal parking, loud noises, odors, or lewd conduct.	The Ukiah Police Department indicates that there have not been excessive secondary criminal or public nuisance issues to adjacent areas as a result of the business.
c. Whether the cannabis-related business operating pursuant to a use permit has a history of inadequate safeguards or procedures that show it is likely that it will not comply with any operating requirements and standards required in the conditions of approval	Operation of the business is in compliance with all original Conditions of Approval. Additionally, the Ukiah Police Department indicates that they have not been made aware of any inadequate safeguards or procedures that would affect compliance.
d. Whether the cannabis-related business has failed to pay fees, penalties, or taxes required by the conditions of approval of the use permit or by this code or State law, or has failed to comply with any requirements for the production of records or other reporting requirements of this code.	To the knowledge of Community Development Department all required fees have been paid. According to the State of California Department of Cannabis Control, the business maintains an "active" license (No. C12-0000258-LIC).
e. Whether the operator of the cannabis-related business or one or more of its officers, employees, partners, managers or members with management responsibilities ("managers") has been convicted of a felony, or has engaged in misconduct that is substantially related to the qualifications, functions or duties of an operator of a cannabis-related businesses. A "conviction" within the meaning of this chapter means a plea or verdict of guilty, or a conviction following a plea of nolo contendere. Notwithstanding the above, an application shall not be denied solely on the basis that the applicant or any manager has been convicted of a felony, if the person convicted has obtained a certificate of rehabilitation (expungement of felony record) under California law or under a similar Federal statute or State law where the expungement was granted.	All current owners and employees of the business have been finger printed and subject to a Live Scan background process. All persons associated with future changes in staffing and ownership will be required to obtain a successful Live Scan from the Police Department.
f. Whether the operator or managers of the cannabis-related business have previously or	See criterion c through e above.

are currently engaged in unlawful, fraudulent, unfair, or deceptive business acts or practices.	
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Based on the above analysis and a site visit conducted by Staff, the business and renewal request are consistent with all Ukiah City Code regulations and the Conditions of Approval associated with the issued Use Permit. Findings for approval are included in Attachment 1 and Conditions of Approval are included in Attachment 2.

ENVIRONMENTAL DOCUMENTATION

The original Use Permit to allow for on-site consumption of ‘Cannabis Products’ in a designated ‘Cannabis Consumption Area – Outdoor’ was found to be categorically exempt from the California Environmental Quality Act (CEQA) per Section 15061 (b)(3) or the “general rule exemption”, and a Notice of Exemption was filed with the County Clerk.

CEQA Guidelines §15061(b)(3), Review for Exemption states that a project is exempt from CEQA if “The activity is covered under the commonsense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA”.

Because the project involves renewal of an existing Use Permit and does not propose any changes to the Use Permit, the existing building, or operations of the approved project, it can be said with certainty that there is no potential for the project to result in an impact to the environment.

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 December 1, 2024;
- Posted on the Project site on November 27, 2024;
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing; and
- Mailed to property owners within 300 feet of the project parcel on November 27, 2024.

RECOMMENDATION

Staff recommends the Zoning Administrator approve the Use Permit renewal, 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. Comments from the Ukiah Police Department

Staff Report
Heritage Mendocino Use Permit Renewal
1076/1078 Cunningham St.
File No. 24-001455

Staff Report
Heritage Mendocino Use Permit Renewal
1076/1078 Cunningham St.
File No. 24-001455

**DRAFT FINDINGS
FOR RENEWAL OF THE EXISTING USE PERMIT
AT 1076 & 1078 CUNNINGHAM ST; APN 003-140-65;
FILE NO. 24-001455**

The following findings are supported by and based on information contained in the approved Major Use Permit (File No. 23-8481), as well as information contained within the Staff Report (dated December 13, 2024), the application materials and documentation, and the public record, in accordance with Ukiah City Code (UCC) §9262 and §9174.

1. The original Use Permit and associated use were determined to be consistent with the General Plan and zoning code at the time that permit was approved. The proposed renewal of the existing Use Permit for a commercial retail business is also consistent with both the Industrial (I) land use designation and the Manufacturing (M) zoning designation. The project, as conditioned, is also consistent with goals and policies contained within the Economic Development and Land Use elements of the General Plan related to commercial and economic development.
2. The project, as conditioned, is consistent with UCC §9174.3(c)(5) as described in the staff report.
3. Pursuant to UCC §9174.3(c)(5), the proposed renewal was reviewed by Planning staff and the Police Department. As discussed in Table 3 of the staff report (December 13, 2023), no enforceable issues have been reported and all criterion for renewal has been met.
4. The approved Use Permit was determined to be compatible with surrounding land uses and will not be detrimental to the public's health, safety and general welfare. No changes to the business or operation are proposed.
5. The original Use Permit analysis determined that the establishment of on-site consumption at this commercial cannabis businesses did not meet any of the thresholds that would trigger a significant environmental impact, and thus according to the "general rule exemption" (§15061 (b)(3) of the CEQA Guidelines, no further environmental analysis was required. The proposed renewal does not propose any changes to the Use Permit, the existing building, or operations of the approved project, and can also be said with certainty that there is no potential for th project to result in an impact to the environment.
6. A notice of public hearing was provided in accordance with UCC §9262.
7. Based on the above findings and information contained within the Staff Report (December 13, 2024) and associated documents, the findings required to approve renewal of the Use Permit can be made by the Zoning Administrator, in accordance with UCC §9174.2(d)(2).

Zoning Administrator | Draft Findings
Major Use Permit Renewal
1076/1078 Cunningham Street
File No.: 24-001455

**DRAFT CONDITIONS OF APPROVAL
FOR RENEWAL OF THE EXISTING USE PERMIT AT
1076 & 1078 CUNNINGHAM ST; APN 003-140-65
FILE NO. 24-001455**

Renewal of a Use Permit to allow for on-site consumption of 'Cannabis Products' in a designated 'Cannabis Consumption Area - Outdoor' on the premises of an existing 'Cannabis-Related Business' is granted to Heritage Mendocino. Conditions of Approval from the original approved Major Use Permit (File No. 23-8481) remain in effect and are included below.

CITY OF UKIAH SPECIAL CONDITIONS

1. The Applicant shall maintain proof of State licensure to operate the cannabis related business.
2. The applicant shall restrict the use of 1078 Cunningham to only identified employees, and all entrants shall wear appropriate Personal Protective Equipment. No employee will be stationed or assigned within the warehouse. The General Public shall not be allowed entry into 1078 Cunningham.
3. Sale or consumption of alcohol or tobacco is not allowed on the premises of APN 03-140-65.
4. Only cannabis products purchased on-site can be consumed within the designated 'Cannabis Consumption Area – Outdoor'.
5. Access to the area where cannabis consumption is allowed shall be restricted to persons 21 years of age or older.
6. The Applicant shall install vertical privacy slats within the existing chain-link fence to ensure that the 'Cannabis Consumption Area – Outdoor' is not visible from any public place or non-age-restricted area.
7. Consumption of 'Cannabis Products' is prohibited indoors, or in any place visible to the public, including the raised decks attached to 1076 Cunningham Street. Customers are discouraged from consuming cannabis in proximity to the premises boundaries.

CITY OF UKIAH STANDARD CONDITIONS

8. This approval is not effective until the 10-day appeal period applicable to this Use Permit has expired without the filing of a timely appeal. If a timely appeal is filed, the project is subject to the outcome of the appeal and shall be revised as necessary to comply with any modifications, conditions, or requirements that were imposed as part of the appeal.
9. All Conditions of Approval shall be printed on all sets of building permit project plans pertaining to any site preparation work or construction associated with the development of the multi-family project and ancillary site improvements approved by the Use Permit.

10. All use, construction and the location thereof, or occupancy, shall conform to the application and to any supporting documents submitted therewith, including any maps, sketches, or plot plans accompanying the application or submitted by applicant in support thereof.
11. Any construction shall comply with the "Standard Specifications" for such type of construction now existing or which may hereafter be promulgated by the Engineering Department of the City of Ukiah; except where higher standards are imposed by law, rule, or regulation or by action of the Planning Commission such standards shall be met.
12. Building permits shall be issued within two years after the effective date of the Site Development Permit or same shall be null and void.
13. In addition to any particular condition which might be imposed; any construction shall comply with all building, fire, electric, plumbing, occupancy, and structural laws, rules, regulations, and ordinances in effect at the time the Building Permit is approved and issued.
14. The Applicant shall obtain all required Sign Permits, in compliance with Division 3, Chapter 7, Signs, of the UCC.
15. The Applicant shall submit a Landscaping and Irrigation Plan for approval prior to Building Permit issuance.
16. The Applicant shall submit verification of all applicable permits or approvals in compliance with all local, state and federal laws to the Community Development Department prior to issuance of building permits.

DEPARTMENT OF PUBLIC WORKS CONDITIONS

17. In accordance with street improvement plans prepared by a Civil Engineer and approved by the Department of Public Works, applicant shall construct curb, gutter and accessible 5-ft wide sidewalk along the subject property frontages, including a curb ramp at the intersection of Cunningham Street and Rupe Street. Face of curb shall be located 20 feet from the street centerlines, with public access and utility easements granted to the City as required. Improvement plans shall include provisions for proper drainage improvements, and sidewalk and pavement transitions. Existing utilities shall be relocated as necessary.
18. All work within the public right-of-way shall be performed by a licensed and properly insured contractor. The contractor shall obtain an encroachment permit for work within this area or otherwise affecting this area. Encroachment permit fee shall be \$45 plus 3% of estimated construction costs.
19. Prior to construction of site improvements, a final grading and drainage plan, and an erosion and sediment control plan, prepared by a Civil Engineer, shall be submitted for review and approval by the Department of Public Works.
20. Should improvements exceed 10,000 square feet of new or replaced impervious surface, post-construction storm water mitigation measures may be required.
21. Sewer connection fees shall be paid at the time of building permit issuance.

ELECTRIC UTILITY DEPARTMENT CONDITIONS

22. Developer is to provide EUSERC approved electrical equipment compatible with the City of

Ukiah's EUSERC Acceptability Chart before the panel can be used on this project.

23. All future site improvements shall be submitted to the Electric Utility Department for review and comment. At that time, specific service requirements, service Voltage and developer costs and requirements will be determined.
24. Developer/customer shall incur all costs of this future project to include (labor, materials, equipment and future services).
25. There shall be an easement provided to the EUD for any electric service that transverses through the property. Or around any City owned Electric equipment.

BUILDING DEPARTMENT CONDITIONS

26. As necessary, submit plans and building permit application. Please submit three complete plan sets, two wet stamped and signed
27. The design and construction of all site alterations shall comply with the 2016 California Building Code, 2016 Plumbing Code, 2016 Electrical Code, 2016 California Mechanical Code, 2016 California Fire Code, 2016 California Energy Code, 2016 Title 24 California Energy Efficiency Standards, 2016 California Green Building Standards Code and City of Ukiah Ordinances and Amendments.

UKIAH POLICE DEPARTMENT CONDITIONS

Prior to Building Permit Final and for the Duration of the Use:

28. The business permittee shall provide the Police Department with the current name and primary and secondary telephone numbers of at least one 24-hour on-call manager to address and resolve complaints and to respond to operating problems or concerns associated with the business.
29. The business permittee shall provide the City with the current name and primary and secondary telephone numbers of at least one manager to communicate with the surrounding neighborhoods and businesses. The business shall make good faith efforts to encourage neighborhood residents to call this person to solve problems, if any, before any calls or complaints are made to the City or Police Department.
30. The business permittee shall immediately report to the City Police Department all criminal activity occurring on the business site.
31. The business permittee shall only manufacture cannabis in a fully enclosed building and not allow cannabis or cannabis products on the manufacturing site to be visible from the public right of way, the unsecured areas surrounding the buildings on the site, or the site's main entrance and lobby.
32. Video from the security surveillance cameras must be recording at all times (24 hours a day, seven days a week) and the recording shall be maintained for at least 90 days. In the event of a crime on site or anywhere within range of the dispensary's security cameras, the dispensary shall provide the Chief of Police with a useable digital copy of the security video upon request or at the earliest convenience Duration of Use: Security system shall be equipped with at least 24 hours of continued operation time in case of power failure.
33. Electronic "point of sale" age verification system is required which scans and authenticates

ID, identifies fake ID's, records dates and times of transactions, has the ability to create a "banned patron" list.

34. A copy of all applicable state and local licenses or permits shall be submitted to the City prior to issuance of permit and prior to operation. All applicable state and local licenses or permits be displayed in the lobby or waiting area of the main entrance to the building.
35. All perimeter fencing and gates shall be constructed of decorative tubular steel, no climb type.
36. All solid core exterior doors shall be equipped with a 180 degree viewing device to screen persons before allowing entry.
37. Broken or damaged exterior lighting shall be repaired or replaced within 48 hours of being noted.
38. Report any graffiti to UPD @ (707) 463-6262. After reporting, clean-up/paint over as soon as possible. Spray on graffiti remover can be purchased at hardware supply stores.
39. Property shall be kept free of debris/garbage.
40. Applicant shall install a "Knock Box" to allow Police Department emergency access to the interior and exterior areas of the property after hours.
41. Height markers shall be installed on the interior doorways and front door entrance.
42. Building shall be equipped with UL compliant security system including Video Assessment Surveillance System (VASS), Intrusion Detection System with private security response and emergency panic alarms. Security system must be monitored by UL listed monitoring company and installed via a UL certified installer.
43. Any proposed revisions to the approved Security Plan shall be made in writing and subject to approval.
44. An inspection shall be conducted by the Department in order to confirm compliance with approved Security Plan prior to building permit final.

UKIAH VALLEY FIRE AUTHORITY CONDITIONS

45. All exit doors shall be equipped with lighted exit signage and emergency lighting with a battery backup.
46. Main entry door must swing in direction of egress travel "out".
47. There may be other minor Fire Code additions when plans are submitted, ie. Address location, and the need for additional fire extinguishers.
48. New and existing buildings shall have approved address numbers placed in a position to be plainly legible from the street or road fronting the property, CFC 505.1. Address number shall be placed on the South facing exterior and East facing wall at corner of main building. Fire Marshal can verify with contractor.
49. Fire extinguishers shall be required. Fire Marshal can assist with location and number of required extinguishers.

50. Fire sprinkler system shall be maintained and modified as necessary.
51. Carbon Monoxide cylinders must be secured and restricted from falling. Amount of cylinders shall be verified and properly stored at all times. If stored in a closed room, room must be vented and alarmed.
52. It is highly recommended that all exists be clearly marked. Means of egress shall be illuminated when the building space is occupied, CFC 1008.2
53. Exit signs shall be internally or externally illuminated at all times; signs shall be connected to an emergency power system that provides illumination for not less than 90 minutes in case of primary power loss. CFC 1013.3 & 1013.6.3.
54. In the event of power supply failure, an emergency electrical system shall automatically illuminate the means of egress. CFC 1008.3.
55. An "Knock Box" key security safe shall be required, and mounted on the exterior at a location specified by the Fire Marshal.
56. Emergency contact information shall also be provided to the Fire Department.



City of Ukiah

Community Development Department
 Planning Division
 300 Seminary Ave., Ukiah CA 95482
 Email: planningdivision@cityofukiah.com
 Phone: (707) 463 -6207

Planning Permit Application

PROJECT NAME: Heritage Mendocino Outdoor Onsite Consumption Area																							
PROJECT ADDRESS/CROSS STREETS: 1076 Cunningham St.				AP NUMBER(S):																			
APPLICANT/AUTHORIZED AGENT: Coral Jacobson		PHONE NO: 503-724-7418		FAX NO:																			
APPLICANT/AUTHORIZED AGENT ADDRESS: 7300 East Rd		CITY: Redwood Valley		E-MAIL ADDRESS: coral@heritage-mendocino.com																			
PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT: Joe Thomas		PHONE NO: (707) 367-3296		E-MAIL ADDRESS: joethomas8@yahoo.com																			
PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT: PO Box 171		CITY: Ukiah		STATE/ZIP: CA 95482																			
HAS YOUR PROJECT RECEIVED A PRELIMINARY REVIEW? ☐ YES ☐ NO																							
☐ AIRPORT LAND USE COMM. DETERMINATION REFERRAL 100.0800.611.003	S	☐ REZONING – PLANNED DISTRICT 100.0800.611.001	S	☒ USE PERMIT – AMENDMENT 100.0400.449.001	S																		
☐ ANNEXATION 100.0800.611.001	S	☐ SITE DEVELOPMENT PERMIT – AMENDMENT 100.0400.449.001	S	☐ USE PERMIT – MAJOR 100.0400.449.001	S																		
☐ APPEAL 100.0400.449.001	S	☐ SITE DEVELOPMENT PERMIT – MAJOR 100.0400.449.001	S	☐ USE PERMIT – MINOR 100.0400.449.001	S																		
☐ GENERAL PLAN AMENDMENT 100.0800.611.001	S	☐ SITE DEVELOPMENT PERMIT – MINOR 100.0400.449.001	S	☐ VARIANCE – MAJOR 100.0400.449.001	S																		
☐ MURAL PERMIT 100.0400.449.001	S	☐ SPECIFIC/MASTER PLAN 100.0800.611.003	S	☐ VARIANCE – MINOR 100.0400.449.001	S																		
☐ PRE-DEVELOPMENT MEETING 100.0800.611.003	S	☐ MINOR SUBDIVISION/TENTATIVE PARCEL MAP (4 OR FEWER LOTS) 100.0800.610.001	S	☐ ZONING AMENDMENT MAP OR TEXT 100.0800.611.001	S																		
☐ STAFF RESEARCH (MORE THAN 1 HOUR) 100.23100.41153	S	☐ MAJOR SUBDIVISION/TENTATIVE SUBDIVISION MAP (5 OR MORE LOTS) 100.0800.610.001	S	☐ REZONING 100.0800.611.001	S																		
☐ LOT LINE ADJUSTMENT OR MERGER 100.0800.610.001	S	☐ OTHER	S	☐ OTHER	S																		
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COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.	S	TOTAL FEE:	S	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.

I, Joe Thomas, owner authorize Heritage Mendocino to act on my behalf for this project and I have read and agree with all of the above. (Application must be signed by owner).



PROPERTY OWNER SIGNATURE

10/24/24

DATE

I, Coral Jacobson, am the ☐ owner / ☒ authorized agent of the property for which the development is proposed. The above information and attached documents are true and accurate to the best of my knowledge.

I have read and agree with all of the above.

I hereby authorize employees of the City of Ukiah, the City's authorized agents, and persons with review or decision making authority for the project to enter upon the subject property, as necessary, to inspect the premises, post notices, and process this application.

I understand that conditions of approval may be placed on my project by the city of Ukiah and it is my responsibility to fully understand the conditions and ask questions about them before action is taken on my planning permit.



☐ OWNER / ☒ AUTHORIZED AGENT

10/24/24

DATE

INDEMNIFICATION AGREEMENT

As part of this application, the applicant agrees to defend, indemnify, and hold harmless the City of Ukiah, its agents, officers, council members, employees, boards, commissions or Council 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 any approval of the application or related decision, or the adoption or certification of any environmental documents or negative declaration which relates to its approval. This indemnification shall include, but is not limited to, all damages, costs, expenses, attorney fees or expert witness fees that may be awarded to the prevailing party arising out of it or in connection with the approval of the application or related decision, whether or not there is concurrent, passive, or active negligence on the part of the City, its agents, officers, council members, employees, boards, commissions of Council. 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.

The City of Ukiah shall have the right to appear and defend its interests in any action through its City Attorney or outside counsel. The applicant shall not be required to reimburse the City for attorney's fees incurred by the City Attorney of the City's outside counsel if the City chooses to appear and defend itself in the litigation.

I have read and agree to all of the above.

Coral Jacobson

☐ PROPERTY OWNER / ☒ AUTHORIZED AGENT
(PLEASE PRINT NAME)



☐ PROPERTY OWNER / ☒ AUTHORIZED AGENT
(SIGNATURE)

10/24/24

DATE

10/24/24

City of Ukiah Zoning Administrator, Craig Schlatter, AICP

This letter is a written request to continue On-Site Consumption at Heritage Mendocino located at 1076 Cunningham St. Ukiah, CA 95482.

We have not had any issues or been negatively affected by the On-Site Consumption lounge at this time. The benefit has been that we have been able to provide a safe environment for our patrons to enjoy the products that they purchase in our store. Patrons have been respectful of our rules and guidelines for the use of the On-Site Consumption area.

At this time have not made or had the need to make any changes or modifications to our current operations or security plan. Conditions of Approval in attachment 2 have been met. No landscaping or building modifications have been made to the area.

Thank you for your time and consideration,

Coral Jacobson
Director of Operations
Heritage Mendocino
(503)724-7418
coral@heritage-mendocino.com

From: [Michelle Irace](#)
To: "Coral Greenhalgh"
Cc: "kyle@heritage-mendocino.com"
Subject: RE: Notice of Exemption - 1076 & 1078 Cunningham Street; APN 003-140-65; File No. 23-8481.
Date: Thursday, October 26, 2023 3:10:00 PM
Attachments: [image001.png](#)

Hi Coral,

Thank you for the follow up email. Today has been crazy, but yes- I did receive your email. I do not see any other requirements in the Conditions of Approval, so you all are good to go. I will save this email to the permit file.

I hope the launch goes great!

Thank you,



Michelle Irace, Planning Manager
Department of Community Development
300 Seminary Avenue, Ukiah, CA 95482
www.cityofukiah.com/community-development
(707) 463-6203

From: Coral Greenhalgh <coral@heritage-mendocino.com>
Sent: Thursday, October 26, 2023 3:05 PM
To: Michelle Irace <mirace@cityofukiah.com>
Cc: kyle@heritage-mendocino.com
Subject: Re: Notice of Exemption - 1076 & 1078 Cunningham Street; APN 003-140-65; File No. 23-8481.

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hey Michelle,

Just checking in to make sure that you got my last email. We are planning to launch our onsite consumption lounge tomorrow, so we would like to get signed off today if possible. I am no longer in the office today, so please give me a call if you have any questions or need anything. 503-724-7418

Thanks again,

Coral Greenhalgh
Director of Operations
Heritage Mendocino Inc.
503-724-7418



On Thu, Oct 26, 2023 at 11:28 AM Coral Greenhalgh <coral@heritage-mendocino.com> wrote:

|

**FINAL FINDINGS
FOR MODIFICATION OF THE EXISTING USE PERMIT
AT 1076 & 1078 CUNNINGHAM ST; APN 003-140-65;
FILE NO. 23-8481**

The following findings are supported by and based on information contained within this staff report, the application materials and documentation, and the public record, in accordance with UCC Sections 9262 and 9174.

1. The project, as conditioned, is consistent with the goals and policies of the General Plan for commercial and economic development.
2. The project, as conditioned, is consistent with Division 9, Chapter 2, Article 15.7, Section 9174.3(c)(5) of the Ukiah City Code as described in the staff report.
3. Pursuant to City Code Section 9174.3(c)(5), the proposed modification was reviewed by Planning staff and the Police Department; it has been determined that the criteria for modification of the cannabis-related business permit has been met.
4. The existing Use Permit, and subsequent amendment are determined to be compatible with surrounding land uses and will not be detrimental to the public's health, safety and general welfare. Changes to the approved operation or security plan have been considered and reviewed.
5. The proposed project is subject to the California Environmental Quality Act (CEQA). The project has been reviewed by City staff in accordance with CEQA Guidelines to determine if implementation would create significant environmental impacts. The City has determined that the establishment on-site consumption at this commercial cannabis businesses does not meet any of the thresholds that would trigger a significant environmental impact, and thus according to the "general rule exemption" (Section 15061 (b)(3) of the CEQA Guidelines, no further environmental analysis is required.
6. A notice of public hearing was provided in accordance with UCC §9262.

**FINAL CONDITIONS OF APPROVAL
FOR MODIFICATION OF THE EXISTING USE PERMIT
AT 1076 & 1078 CUNNINGHAM ST; APN 003-140-65
FILE NO. 23-8481**

The following Conditions of Approval shall be made a permanent part of the Major Use & Site Development Permit; shall remain in force regardless of property ownership and shall be implemented for this entitlement to remain valid.

Approved Project Description. The Applicant proposed to modify a previously approved Major Use Permit to allow for on-site consumption of 'Cannabis Products' in a designated 'Cannabis Consumption Area - Outdoor' on the premises of an existing 'Cannabis-Related Business' in accordance with Ukiah City Code Section 9174.3(c)(5) at 1076 Cunningham Street; APN 003-140-65; File No. 23-8481

CITY OF UKIAH SPECIAL CONDITIONS

1. The Applicant shall maintain proof of State licensure to operate the cannabis related business.
2. The applicant shall restrict the use of 1078 Cunningham to only identified employees, and all entrants shall wear appropriate Personal Protective Equipment. No employee will be stationed or assigned within the warehouse. The General Public shall not be allowed entry into 1078 Cunningham.
3. Sale or consumption of alcohol or tobacco is not allowed on the premises of APN 03-140-65.
4. Only cannabis products purchased on-site can be consumed within the designated 'Cannabis Consumption Area – Outdoor'.
5. Access to the area where cannabis consumption is allowed shall be restricted to persons 21 years of age or older.
6. The Applicant shall install vertical privacy slats within the existing chain-link fence to ensure that the 'Cannabis Consumption Area – Outdoor' is not visible from any public place or non-age-restricted area.
7. Consumption of 'Cannabis Products' is prohibited indoors, or in any place visible to the public, including the raised decks attached to 1076 Cunningham Street. Customers are discouraged from consuming cannabis in proximity to the premises boundaries.

CITY OF UKIAH STANDARD CONDITIONS

8. This approval is not effective until the 10-day appeal period applicable to this Use Permit has expired without the filing of a timely appeal. If a timely appeal is filed, the project is subject to the outcome of the appeal and shall be revised as necessary to comply with any modifications, conditions, or requirements that were imposed as part of the appeal.
9. All Conditions of Approval shall be printed on all sets of building permit project plans pertaining to any site preparation work or construction associated with the development of the multi-family project and ancillary site improvements approved by the Use Permit.

10. All use, construction and the location thereof, or occupancy, shall conform to the application and to any supporting documents submitted therewith, including any maps, sketches, or plot plans accompanying the application or submitted by applicant in support thereof.
11. Any construction shall comply with the "Standard Specifications" for such type of construction now existing or which may hereafter be promulgated by the Engineering Department of the City of Ukiah; except where higher standards are imposed by law, rule, or regulation or by action of the Planning Commission such standards shall be met.
12. Building permits shall be issued within two years after the effective date of the Site Development Permit or same shall be null and void.
13. In addition to any particular condition which might be imposed; any construction shall comply with all building, fire, electric, plumbing, occupancy, and structural laws, rules, regulations, and ordinances in effect at the time the Building Permit is approved and issued.
14. The Applicant shall obtain all required Sign Permits, in compliance with Division 3, Chapter 7, Signs, of the UCC.
15. The Applicant shall submit a Landscaping and Irrigation Plan for approval prior to Building Permit issuance.
16. The Applicant shall submit verification of all applicable permits or approvals in compliance with all local, state and federal laws to the Community Development Department prior to issuance of building permits.

DEPARTMENT OF PUBLIC WORKS CONDITIONS

17. In accordance with street improvement plans prepared by a Civil Engineer and approved by the Department of Public Works, applicant shall construct curb, gutter and accessible 5-ft wide sidewalk along the subject property frontages, including a curb ramp at the intersection of Cunningham Street and Rupe Street. Face of curb shall be located 20 feet from the street centerlines, with public access and utility easements granted to the City as required. Improvement plans shall include provisions for proper drainage improvements, and sidewalk and pavement transitions. Existing utilities shall be relocated as necessary.
18. All work within the public right-of-way shall be performed by a licensed and properly insured contractor. The contractor shall obtain an encroachment permit for work within this area or otherwise affecting this area. Encroachment permit fee shall be \$45 plus 3% of estimated construction costs.
19. Prior to construction of site improvements, a final grading and drainage plan, and an erosion and sediment control plan, prepared by a Civil Engineer, shall be submitted for review and approval by the Department of Public Works.
20. Should improvements exceed 10,000 square feet of new or replaced impervious surface, post-construction storm water mitigation measures may be required.
21. Sewer connection fees shall be paid at the time of building permit issuance.

ELECTRIC UTILITY DEPARTMENT CONDITIONS

22. Developer is to provide EUSERC approved electrical equipment compatible with the City of

Ukiah's EUSERC Acceptability Chart before the panel can be used on this project.

23. All future site improvements shall be submitted to the Electric Utility Department for review and comment. At that time, specific service requirements, service Voltage and developer costs and requirements will be determined.
24. Developer/customer shall incur all costs of this future project to include (labor, materials, equipment and future services).
25. There shall be an easement provided to the EUD for any electric service that transverses through the property. Or around any City owned Electric equipment.

BUILDING DEPARTMENT CONDITIONS

26. As necessary, submit plans and building permit application. Please submit three complete plan sets, two wet stamped and signed
27. The design and construction of all site alterations shall comply with the 2016 California Building Code, 2016 Plumbing Code, 2016 Electrical Code, 2016 California Mechanical Code, 2016 California Fire Code, 2016 California Energy Code, 2016 Title 24 California Energy Efficiency Standards, 2016 California Green Building Standards Code and City of Ukiah Ordinances and Amendments.

UKIAH POLICE DEPARTMENT CONDITIONS

Prior to Building Permit Final and for the Duration of the Use:

28. The business permittee shall provide the Police Department with the current name and primary and secondary telephone numbers of at least one 24-hour on-call manager to address and resolve complaints and to respond to operating problems or concerns associated with the business.
29. The business permittee shall provide the City with the current name and primary and secondary telephone numbers of at least one manager to communicate with the surrounding neighborhoods and businesses. The business shall make good faith efforts to encourage neighborhood residents to call this person to solve problems, if any, before any calls or complaints are made to the City or Police Department.
30. The business permittee shall immediately report to the City Police Department all criminal activity occurring on the business site.
31. The business permittee shall only manufacture cannabis in a fully enclosed building and not allow cannabis or cannabis products on the manufacturing site to be visible from the public right of way, the unsecured areas surrounding the buildings on the site, or the site's main entrance and lobby.
32. Video from the security surveillance cameras must be recording at all times (24 hours a day, seven days a week) and the recording shall be maintained for at least 90 days. In the event of a crime on site or anywhere within range of the dispensary's security cameras, the dispensary shall provide the Chief of Police with a useable digital copy of the security video upon request or at the earliest convenience. Duration of Use: Security system shall be equipped with at least 24 hours of continued operation time in case of power failure.
33. Electronic "point of sale" age verification system is required which scans and authenticates

ID, identifies fake ID's, records dates and times of transactions, has the ability to create a "banned patron" list.

34. A copy of all applicable state and local licenses or permits shall be submitted to the City prior to issuance of permit and prior to operation. All applicable state and local licenses or permits be displayed in the lobby or waiting area of the main entrance to the building.
35. All perimeter fencing and gates shall be constructed of decorative tubular steel, no climb type.
36. All solid core exterior doors shall be equipped with a 180 degree viewing device to screen persons before allowing entry.
37. Broken or damaged exterior lighting shall be repaired or replaced within t48 hours of being noted.
38. Report any graffiti to UPD @ (707) 463-6262. After reporting, clean-up/paint over as soon as possible. Spray on graffiti remover can be purchased at hardware supply stores.
39. Property shall be kept free of debris/garbage.
40. Applicant shall install a "Knock Box" to allow Police Department emergency access to the interior and exterior areas of the property after hours.
41. Height markers shall be installed on the interior doorways and front door entrance.
42. Building shall be equipped with UL compliant security system including Video Assessment Surveillance System (VASS), Intrusion Detection System with private security response and emergency panic alarms. Security system must be monitored by UL listed monitoring company and installed via a UL certified installer.
43. Any proposed revisions to the approved Security Plan shall be made in writing and subject to approval.
44. An inspection shall be conducted by the Department in order to confirm compliance with approved Security Plan prior to building permit final.

UKIAH VALLEY FIRE AUTHORITY CONDITIONS

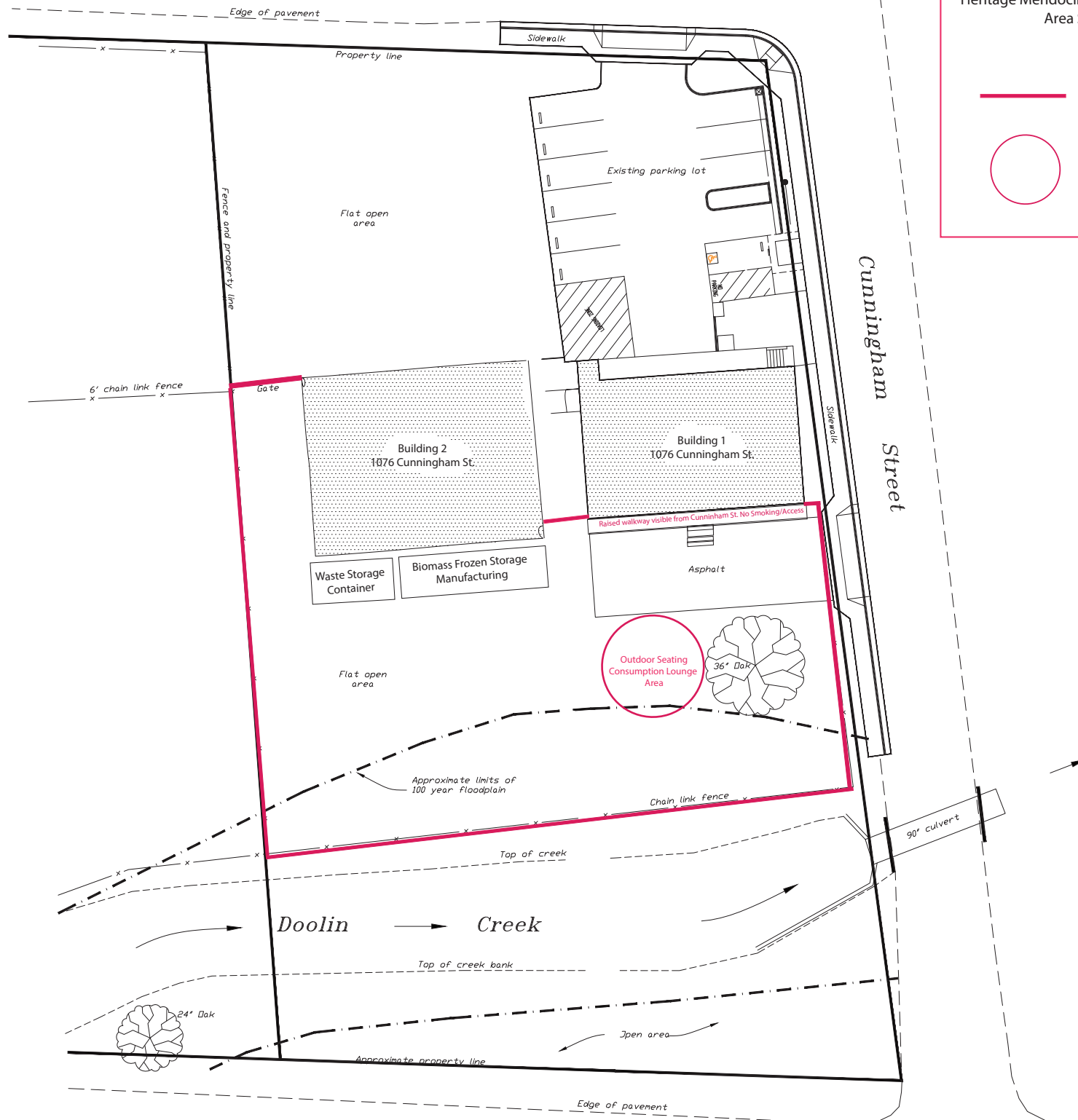
45. All exit doors shall be equipped with lighted exit signage and emergency lighting with a battery backup.
46. Main entry door must swing in direction of egress travel "out".
47. There may be other minor Fire Code additions when plans are submitted, ie. Address location, and the need for additional fire extinguishers.
48. New and existing buildings shall have approved address numbers placed in a position to be plainly legible from the street or road fronting the property, CFC 505.1. Address number shall be placed on the South facing exterior and East facing wall at corner of main building. Fire Marshal can verify with contractor.
49. Fire extinguishers shall be required. Fire Marshal can assist with location and number of required extinguishers.

50. Fire sprinkler system shall be maintained and modified as necessary.
51. Carbon Monoxide cylinders must be secured and restricted from falling. Amount of cylinders shall be verified and properly stored at all times. If stored in a closed room, room must be vented and alarmed.
52. It is highly recommended that all exists be clearly marked. Means of egress shall be illuminated when the building space is occupied, CFC 1008.2
53. Exit signs shall be internally or externally illuminated at all times; signs shall be connected to an emergency power system that provides illumination for not less than 90 minutes in case of primary power loss. CFC 1013.3 & 1013.6.3.
54. In the event of power supply failure, an emergency electrical system shall automatically illuminate the means of egress. CFC 1008.3.
55. An "Knock Box" key security safe shall be required, and mounted on the exterior at a location specified by the Fire Marshal.
56. Emergency contact information shall also be provided to the Fire Department.

Rupe Street

Heritage Mendocino Outdoor Consumption Area Site Plan KEY

- ==== Redwood Slat and Chainlink Privacy Fencing
- ==== Outdoor Seating Area



1/20/2020 10:07:15 Z:\PROJECTS 2019\Kyle 10778 Cunningham\drawing\HVAC Heritage Mendocino\PermitSet.rvt
AM

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AIM

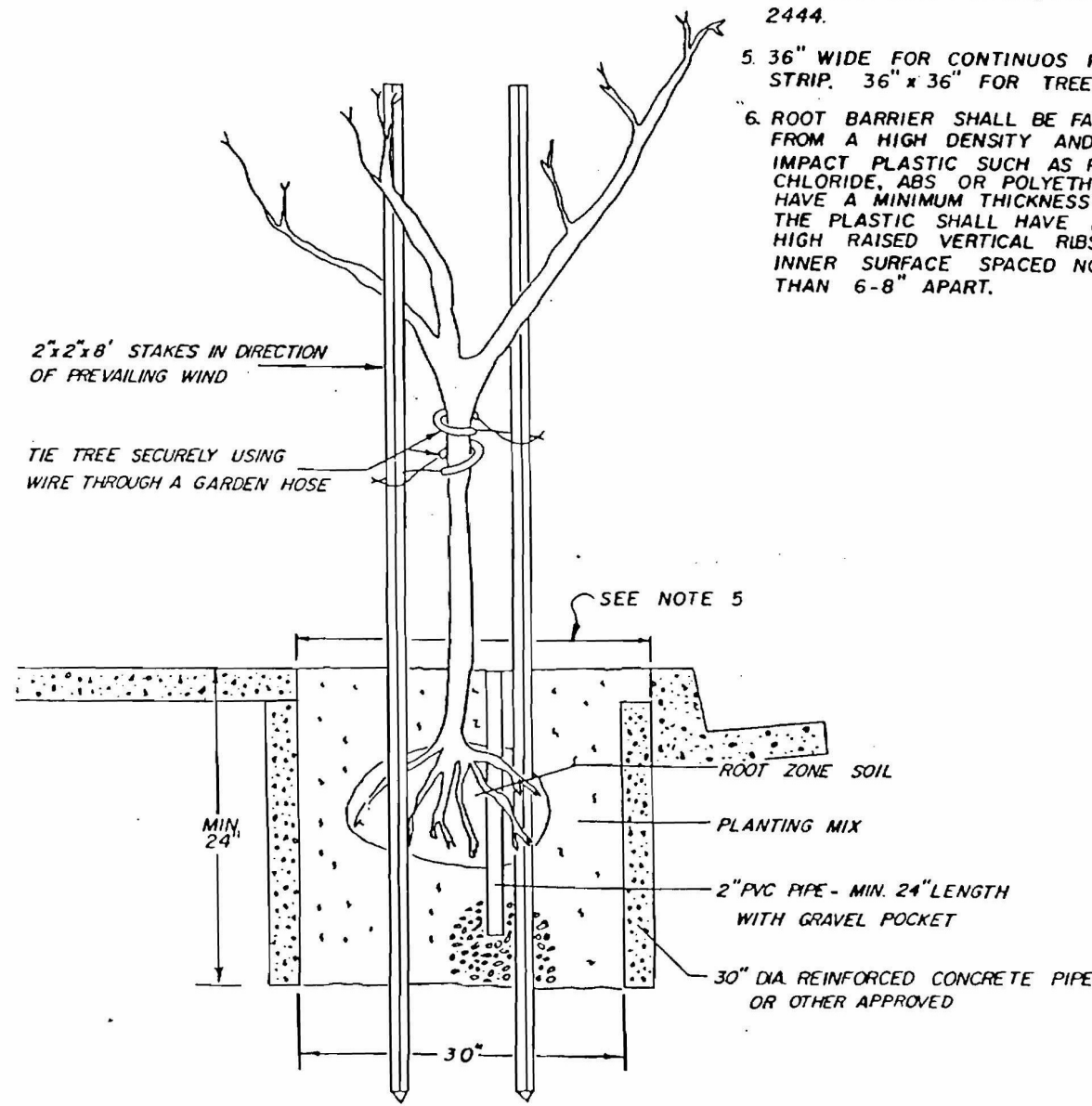
GENERAL NOTES

1. ONE TREE PER SINGLE FRONTAGE LOT AND TWO TREES PER DOUBLE FRONTAGE LOT.
2. TREES SHALL BE MINIMUM 15 GALLON AND TYPE SELECTED FROM CITY APPROVED LIST.
3. MINIMUM TREE HEIGHT SHALL BE 6' ABOVE TOP OF SIDEWALK.

4. PRIOR TO EXCAVATION, OWNER/CONTRACTOR SHALL NOTIFY U.S.A., 1-800-642-2444.

5. 36" WIDE FOR CONTINUOUS PLANTER STRIP. 36" x 36" FOR TREE WELL.
6. ROOT BARRIER SHALL BE FABRICATED

- IMPACT PLASTIC SUCH AS POLYVINYL CHLORIDE, ABS OR POLYETHYLENE AND HAVE A MINIMUM THICKNESS OF 0.06". THE PLASTIC SHALL HAVE 1/2-3/4" HIGH RAISED VERTICAL RIBS ON THE INNER SURFACE SPACED NOT MORE THAN 6-8" APART.



CITY OF UKIAH

TREE PLANTING DETAIL

Scale: NONE	Drawn By: ML	Approved By: <i>R. Radwan</i>	Drawing No. 602
Date: NOV, 1986	Revised: 11/89		

24,325 TOTAL LOT S.F.
(LANDSCAPE: 20% REQUIRED = 4865 S.F.),
-LANDSCAPE:.....5278 S.F.
-PARKING PAVEMENT:4459 S.F.
-CONCRETE ACCESS TO TRASH:1030 S.F.
-SIDEWALK:1902 S.F.
-BUILDING:2480 S.F.
-CONCRETE @ ENTRY & ADA PARKING:..... 555 S.F.
-CITY SIDEWALK:.....1900 S.F.

NOTES

- I. THIS PLAN IS DIAGRAMMATIC IN NATURE. LOCATION OF IRRIGATION IN FIELD MAY VARY.

2. ALL PIPES, WIRES & VALVES TO BE LOCATED IN PLANTERS WHERE POSSIBLE.

3. INCORPORATE COMPOST OR NATURAL FERTILIZER INTO THE SOIL TO MIN. DEPTH OF 8" AT A MIN. RATE OF 6 CUBIC YARDS PER 1,000 SQUARE FEET OR PER SPECIFIC AMENDMENT RECOMMENDATIONS FROM A SOILS LABORATORY REPORT.

- 4.A MIN. OF 3" LAYER OF MULCH SHALL BE APPLIED ON ALL EXPOSED SOIL SURFACES OF PLANTING AREAS EXCEPT IN TURF AREAS, CREEPING OR ROOTING GROUNDCOVER OR DIRECT SEEDING APPLICATIONS

5. IRRIGATION: 1/2" DRIP HOSE

TYPICAL GROUND COVER:

GA - GAZANIA HYBRID YELLOW/ORANGE (LAWN)

DRAINAGE

ALL DOWN SPOUTS, FOOTING AND FOUNDATION DRAINS SHALL CONNECT TO THE STORM DRAINAGE SYSTEM. U.N.O.

FLATWORK (NEW WORK)

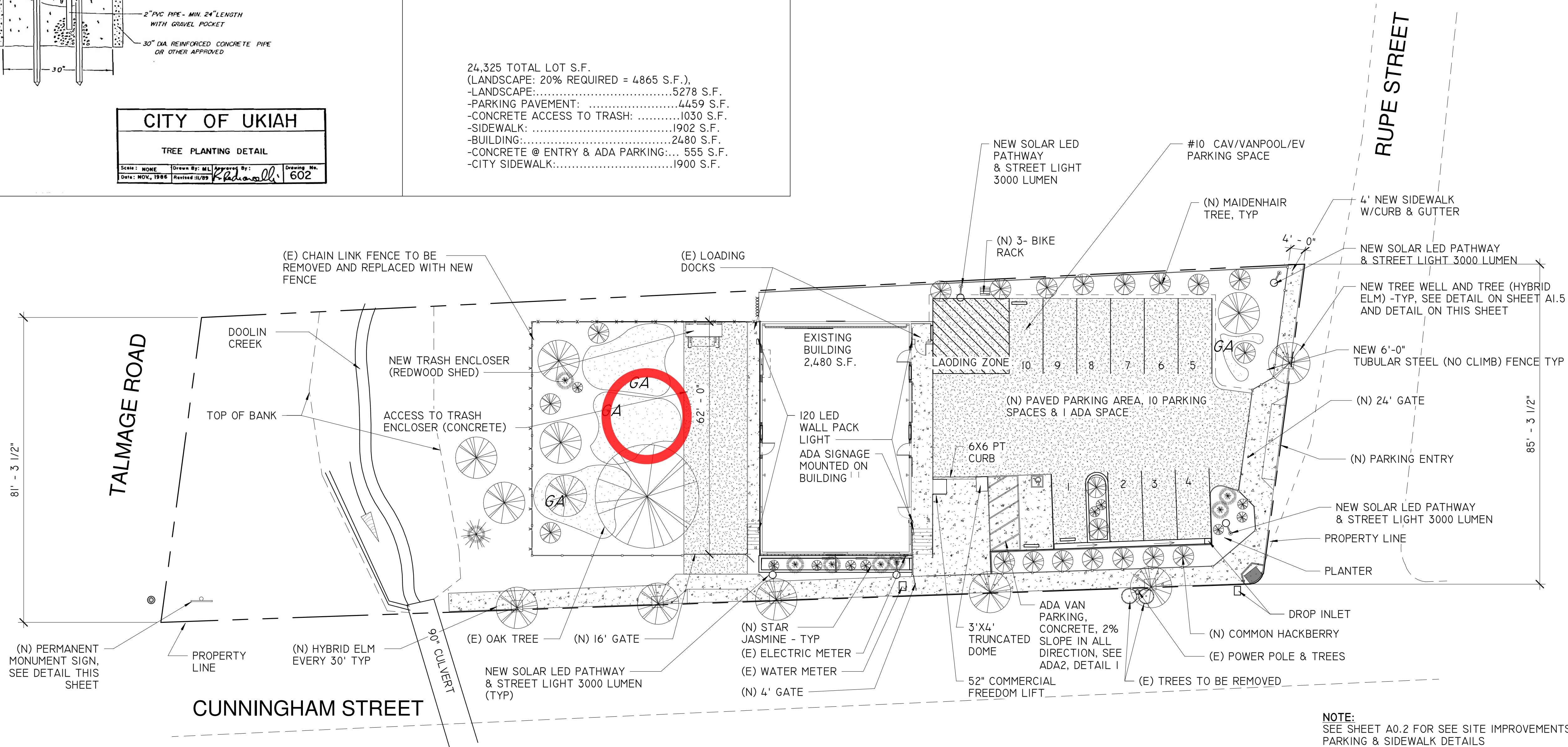
- I. EXTERIOR CONCRETE (NEW WORK)

2. CONCRETE ON 6" CONCRETE BASE ON NON-EXPANSIVE BASE W/ #4 REBAR CONT. ALONG PERIMETER. EDGE FOOTING OF CONCRETE BASE SHALL BE 6" WIDE, WITH 1/8" WIDE CONTROL JOINTS LOCATED EVERY 10' IN BOTH DIRECTIONS AND 1/4" DEEP.

3. FINISH GRADE TO SLOPE AWAY FROM FLATWORK @ 1/4" PER FT.
PROVIDE 1/2" EXPANSION JOINT W/ FILLER STRIP @ EDGE OF FLAT WORK).

4. PROVIDE DECK TO WALL FLASHING. EXTEND FLASHING 4" ABOVE
FINISH TERMINATION. TERMINATE WALL FINISH 1-1/2" ABOVE DECK. USE
THRESHOLD FLASHING AT DOORS.

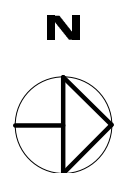
5. ALL AREAS OF CIRCULATION SHALL BE PAVED WITH A MINIMUM OF 2" OF AC ON 6" OF BASE OR OTHER SUITABLE ALL-WEATHER SURFACE APPROVED BY THE CITY ENGINEER. THIS INCLUDES THE PROPOSED DRIVEWAYS AND PARKING AREAS. IF HEAVY TRUCK TRAFFIC IS ANTICIPATED FROM THE SOLID WASTE COMPANY, DELIVERY TRUCKS, OR OTHER HEAVY VEHICLES, THE PAVEMENT SECTION SHALL BE CALCULATED APPROPRIATELY TO ENSURE THAT IT CAN WITHSTAND THE LOADING.



1 SITE PLAN

1/16" = 1'-0"

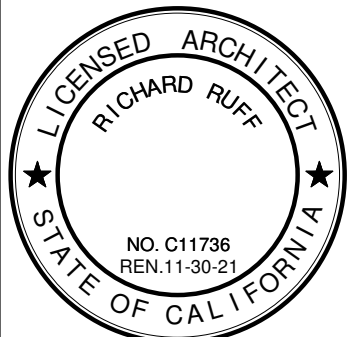
NOTE:
SEE SHEET A0.2 FOR SEE SITE IMPROVEMENTS
PARKING & SIDEWALK DETAILS



RUFF + ASSOCIATES

ARCHITECTURE PLANNING DEVELOPMENT
100 WEST STANDLEY STREET, UKIAH, CA 95482
PHONE: 707-472-0525, FAX: 707-472-0527
E-MAIL: RICHARD@RUFFARCHITECT.COM
COPYRIGHT © BY RUFF + ASSOCIATES, ALL RIGHTS RESERVED.

CA LICENSE # CII736 -
B597217



TENANT IMPROVEMENT FOR:

KYLE GREENHALGH
1076 CUNNINGHAM ST. &
TALMAGE RD. UKIAH, CA 95482

SITE PLAN

DRAWN BY *ROBFOX*

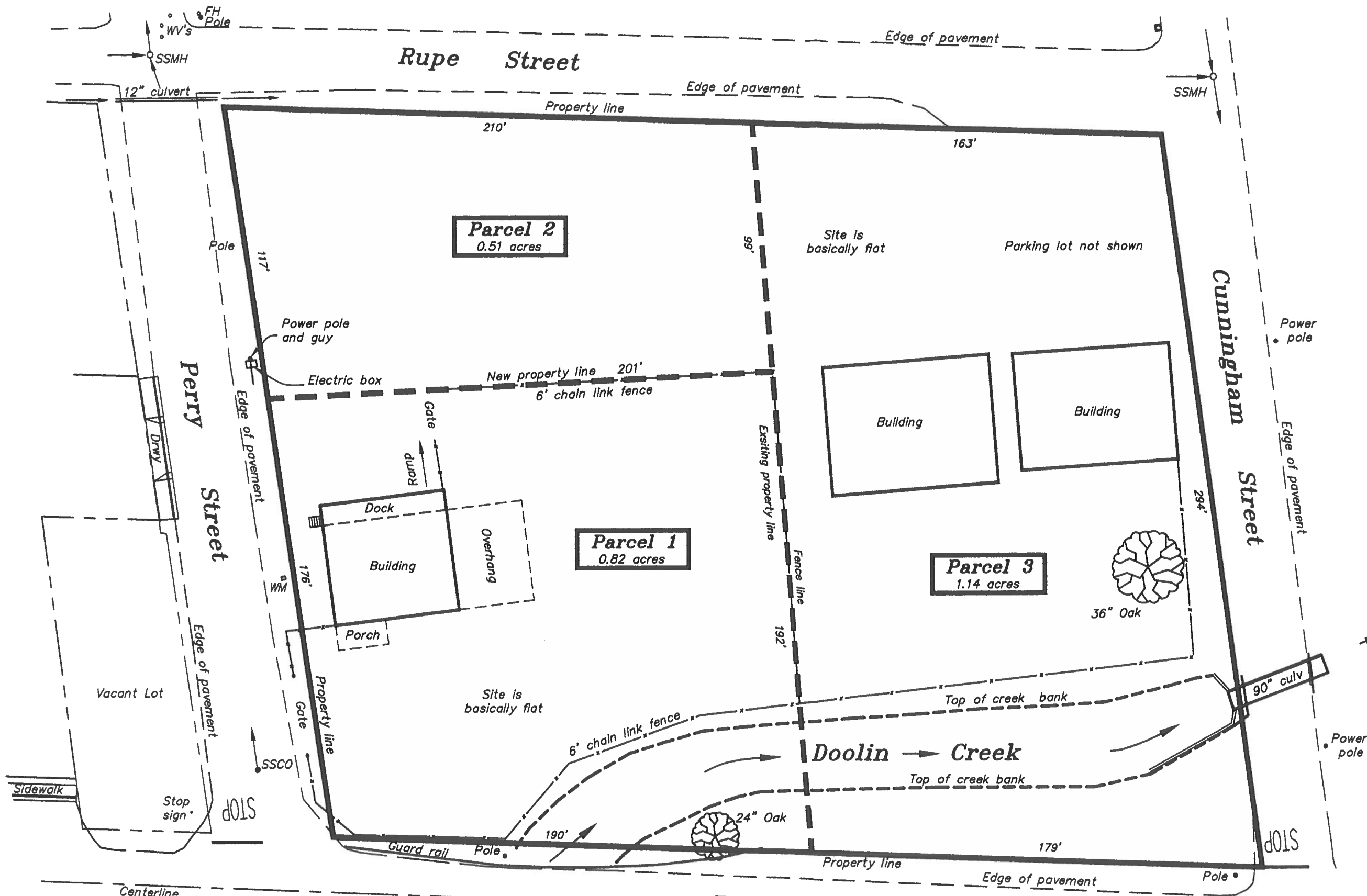
CHECKED BY RPR

DATE REVISED

SCALE AS NOTED

PAGE

A0.1
SHEET OF



Owners

Parcels 1 & 2
Marideto LLC
P.O. Box 1912
Ukiah, Ca 95482

Parcel 3
JBT Investments LLC
Attn: Joe Thomas
P.O. Box 171
Ukiah, Ca 95482
367-3296

Site

AP 003-140-52, 53 & 54
150 Perry Street
1076 Cunningham St

Prepared By:
Ron W. Franz RCE, PLS
2335 Appolinaris Drive
Ukiah, CA 95482
707-462-1087



Tentative Map (Proposed)
for a Lot Line Adjustment at
Perry & Cunningham Street,
Aug 26, 2021 -- Scale: 1"=40'



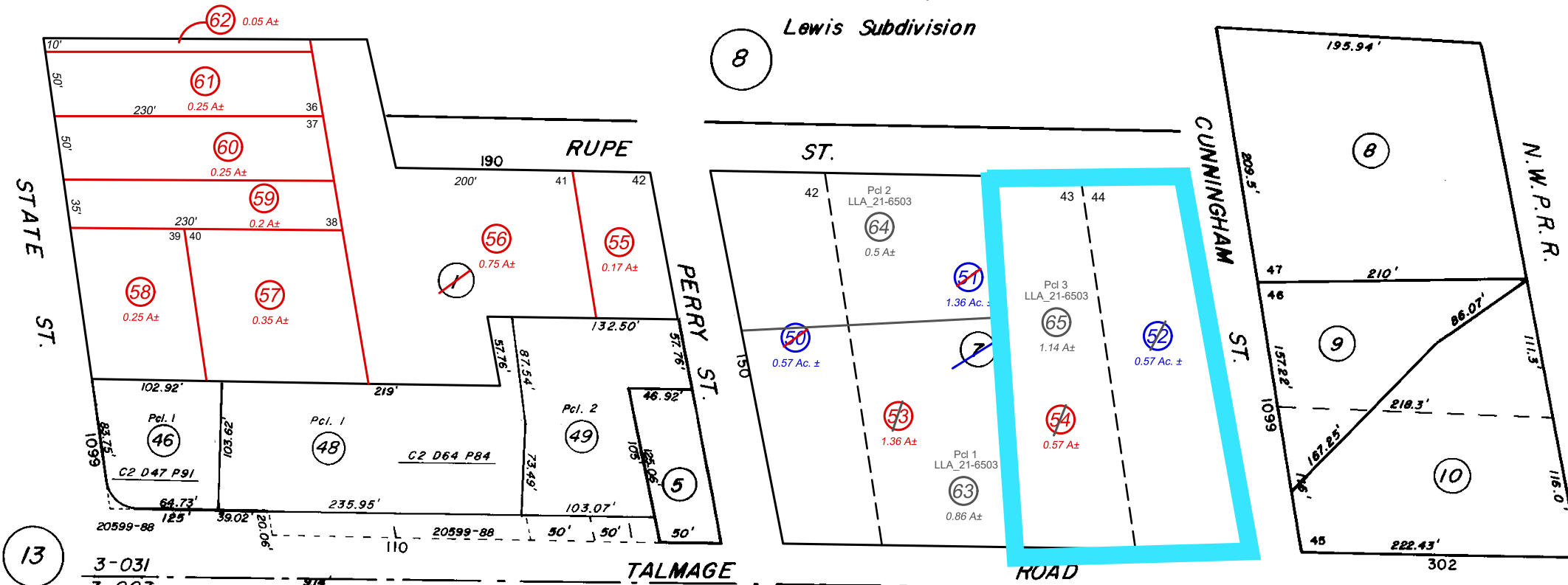
UKIAH CITY

Lots 36 to 47 Cunningham & Thomas Subdivision

Lewis Subdivision

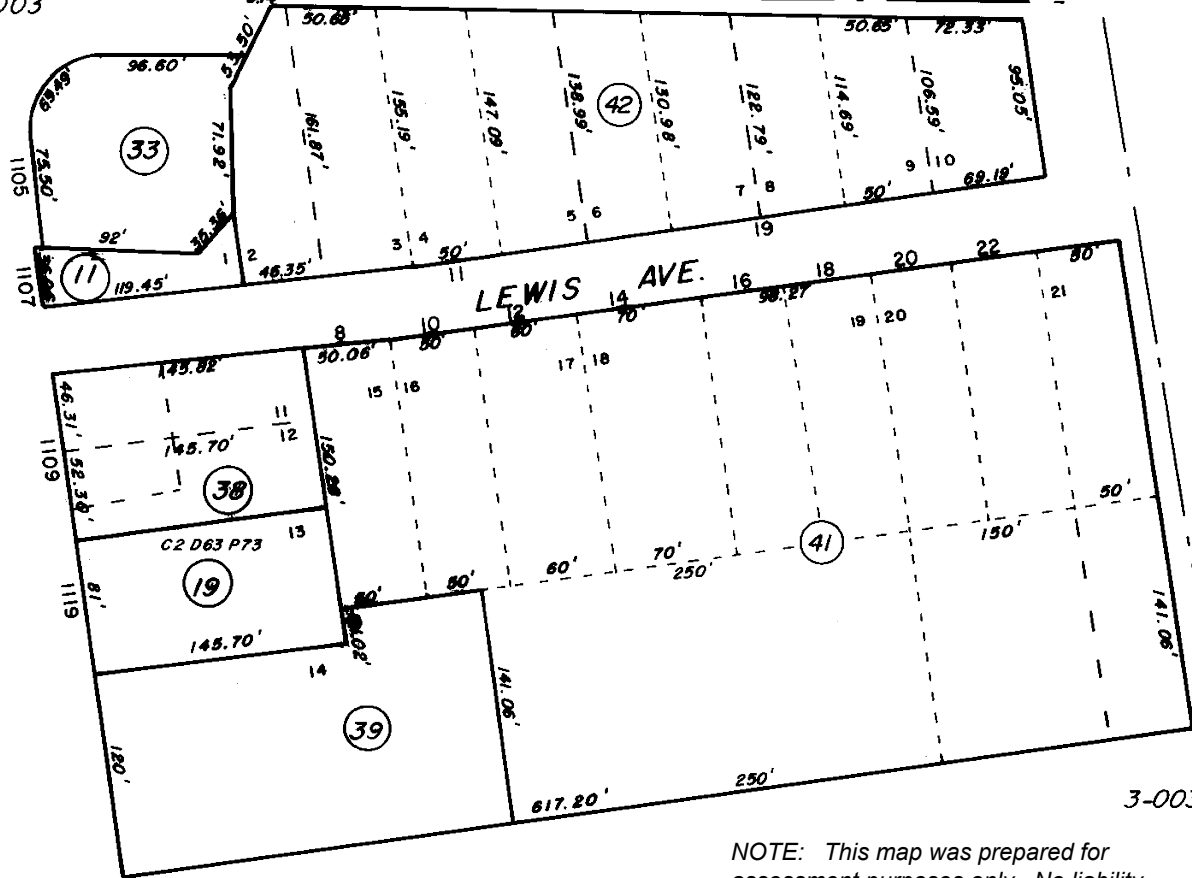
3-14

3-003
3-031



13

3-031
3-003



53

3-003

23

3-031

NOTE: This map was prepared for assessment purposes only. No liability is assumed for the data delineated hereon.

Assessor's Map
County of Mendocino, Calif.
April 19, 2022



Department of
Cannabis Control
CALIFORNIA

New Search
> Back to Search Results

File a complaint about a
cannabis business

HERITAGE MENDOCINO [Equity Retailer]

License Information



Active

Lic. No. **C12-0000258-LIC (Annual)**
Commercial - Microbusiness
Activities: Retailer, Distributor, Level 1 Manufacturer
Adult-Use
Effective on **2019-09-05**
Expires on **2025-09-04**

Business Information



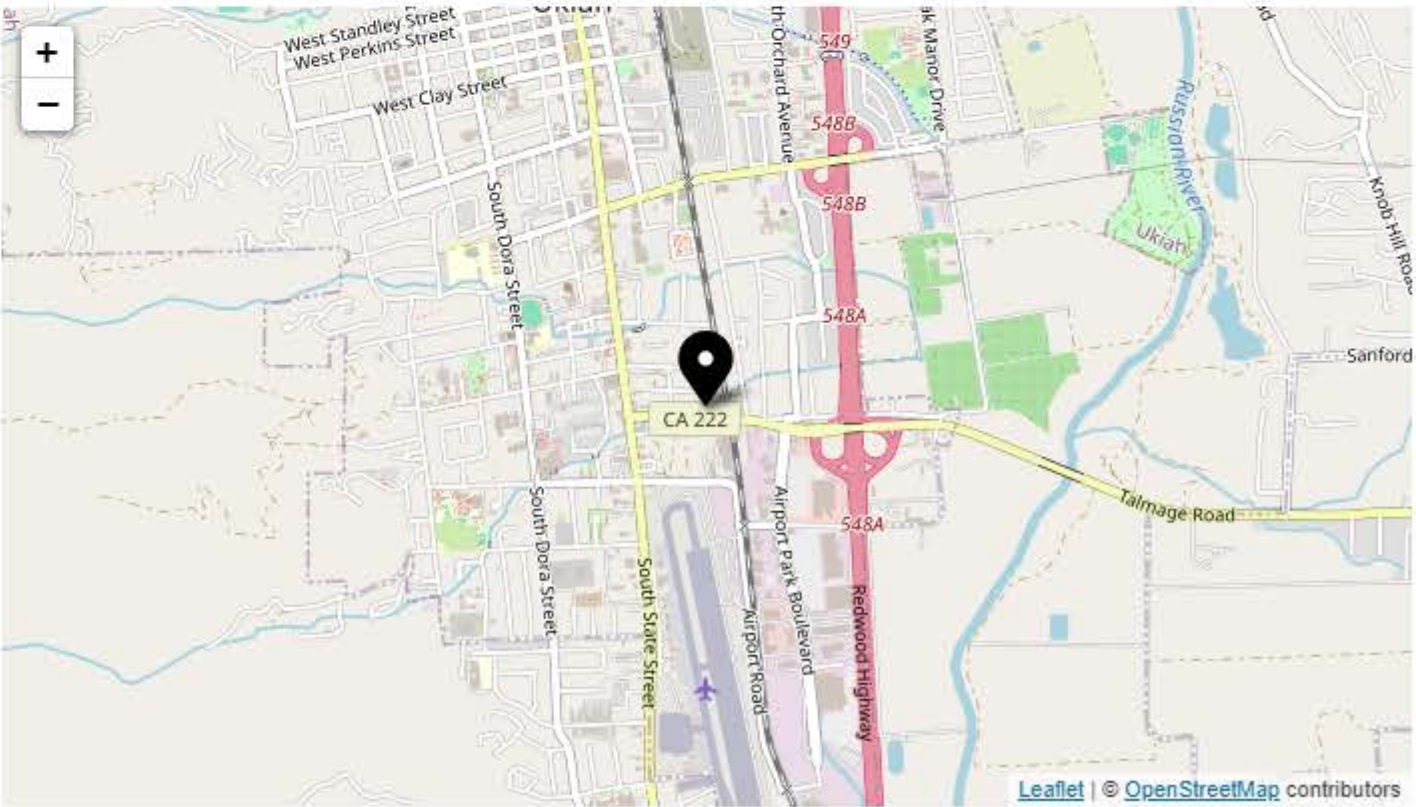
HERITAGE MENDOCINO [Equity Retailer]

Legally named **Heritage Mendocino [Equity Retailer]**
Registered as Corporation
Coral Jacobson, Joseph Thomas, Kyle Greenhalgh
Mendoheritagekyle@gmail.Com
510-919-6743

Location



1076 Cunningham St
Ukiah, CA 95482
Mendocino County





PROJECT REVIEW REFERRAL

Please provide comments by: November 15, 2024

The City of Ukiah Community Development Department is soliciting input on the project described below for use in the staff analysis, CEQA document, and public hearing documents. Please identify any questions you have or missing information you need to complete your review, as well as suggested Conditions of Approval.

TO:			
☒	City Planning Manager	☒	Mendocino County Planning and Building
☒	City Building Official	☐	Mendocino County Surveyor/Assessor
☒	City Public Works Dept.	☐	Mendocino Transit Authority
☒	Ukiah Valley Fire Authority	☐	US Army Corps of Engineers
☒	City Police Dept. Captain	☐	Regional Water Quality Control Board
☐	City Police Dept. Community Service Officer	☐	CA Dept. of Fish and Wildlife
☒	City Electric Utility Dept.	☐	CA Dept. of Transportation
☒	Ukiah Municipal Airport Operations Manager	☐	Sonoma State Northwest Information Center
☒	Airport Land Use Commission	☐	AT & T
☐	Mendocino County Air Quality	☐	PG & E (gas)
☐	Mendocino County Environmental Health	☐	PG & E (Land Rights)
☐	California Military Land Use Office	☒	Other: Dept of Cann. Control
FROM PROJECT PLANNER: Katherine Schaefer, Planning Manager			

PROJECT INFORMATION:	
Project Name & Permit #:	Heritage Mendocino Outdoor Onsite Consumption Area Permit No. PA24-000017
Site Address & APN:	1076/1078 Cunningham St. (APN: 003-140-65)
General Plan:	Industrial (I)
Zoning:	Manufacturing (M)
Airport Compatibility Zone:	Zone 2 (Inner Approach/Departure Zone) / Zone 3 (Inner Turning Zone)
Date Filed:	10/24/24
Resubmittal:	
Date Referred:	11/7/24
Prev. Projects on Site (include file #)	File #23-8481 MaUP modification to allow on-site consumption. File #18-3631 MaUP and SDP
Applicant/Agent Name:	Carol Jacobson
Phone:	503-724-7418
Email:	coral@heritage-mendocino.com
Project Summary:	
Use Permit renewal to allow for On-Site Consumption of "Cannabis Products". See attached for details.	

Please indicate whether you have comments and sign and date below. Return this Project Referral Form by the date noted above to the Project Planner listed.

Name and Affiliation/Department (please print) MAX BRAZILL / UKIAH POLICE DEPT.



No Comment



Comments / Conditions of Approval Attached

Max Brazill
Signature

11/12/24
Date



120 and 150 Brush St Dispatch Log
11/07/2023 to 11/07/2024

Complaint	Date Received	Call Number	Incident Location
ALARM	06/14/2024 4:47:17 PM	240601383	120 BRUSH ST
ALARM	04/27/2024 3:42:46 PM	240402596	120 BRUSH ST
ALARM	03/14/2024 4:38:16 PM	240301305	120 BRUSH ST
ALARM	03/07/2024 3:49:17 PM	240300590	120 BRUSH ST
ALARM	02/17/2024 1:44:29 PM	240201713	120 BRUSH ST
ALARM	01/04/2024 6:09:14 PM	240100368	120 BRUSH ST
ALARM	12/19/2023 7:10:51 PM	231201766	120 BRUSH ST
ALARM	12/04/2023 1:03:45 PM	231200305	120 BRUSH ST



DATE: December 13, 2024
TO: Zoning Administrator
FROM: Katherine Schaefers, Planning Manager
SUBJECT: Request to Approve a Minor Site Development Permit to Allow for Tenant Improvements to the Existing Reach Air Crew Quarters at 1351 South State Street, Ukiah (APN 003-280-05); File No. PA24-000012

SUMMARY

PROPERTY OWNER(S): Greg Owen
APPLICANT: REACH Air Medical Services (Brittany Hamilton)
LOCATION: 1351 South State Street, Ukiah (APN: 003-280-05)
TOTAL ACREAGE: ±40.21 acres
GENERAL PLAN: Public (P)
ZONING DISTRICT: Planned Development-Public Facilities (PD-PF) – Ukiah Municipal Airport Planned Development
AIRPORT COMPATABILITY ZONE: Zone 2 (Inner Approach/Departure Zone)
ENVIRONMENTAL DETERMINATION: Project is exempt from further environmental review per California Environmental Quality Act (CEQA) Guidelines §15302, Replacement or Reconstruction
RECOMMENDATION: Conditional Approval (see Draft Findings in Attachment 1 and Draft Conditions of Approval in Attachment 2)

BACKGROUND

CALSTAR, the predecessor of REACH Air Medical Services (REACH), began operations on the West Central side of the Ukiah Municipal Airport in 1998 after receiving a Site Development Permit (98-10) from the City of Ukiah Planning Commission. In 2009 CALSTAR applied for a new Site Development Permit from the City to relocate their existing facility due to a CalTrans Division of Aeronautics inspection noting safety concerns of the present site such as its proximity to a hillside

Staff Report
REACH Minor Site Development Permit
1351 S State St.
File No. PA-000012

and being within 50-feet of parking for small, fixed-wing aircraft. This resulted in CALSTAR looking for a new location on the airport grounds. At the time, the *Ukiah Municipal Airport Building Area & Land Use Development Plan Guidelines* (later incorporated into the *Ukiah Municipal Airport Planned Development Zoning District Regulations* in 2013, and hereafter referred to as “Guidelines”) did not include regulations for Fixed Base Operators (FBO) nor air taxis in the proposed project area (Westside North area). As such, the Planning Director and Airport Manager decided on a Determination of Appropriate Use for the move subject to approval by the Planning Commission. On November 12, 2009, the City of Ukiah Planning Commission approved the Use Permit and Site Development Permit (File No. 09-10 UP-SDP-PC) to allow the relocation of CALSTAR’s operations from the West Central to the Westside North area of the airport, along with approval to place two new modular buildings (A 1,140 sf “Crew Quarters” and a 720 sf “Office”) at the new location. Please refer to Attachment 3 *Application Materials* for both the Director’s Determination and the Planning Commission Findings/Conditions of Approval for the Use Permit and Site Development Permit. In 2016, REACH Air Medical Services acquired CALSTAR, taking over ownership of the Use Permit and Site Development Permit.

PROJECT DESCRIPTION

REACH (Hereafter referred to as the “Applicant”) proposes to demolish the 1,140 sf crew quarters modular building and the 720 sf office modular building from the 2009 Use Permit and Site Development Permit approval at 1351 South State Street, Ukiah, CA (APN 003-280-05) in the Westside North area of the Ukiah Municipal Airport. A new, updated to current building codes 1,440 sf crew quarters modular building will be placed within the footprint of the existing 1,140 sf crew quarters. These actions will heretofore be known as the “Project”. The introduction of the new modular is intended to modernize and improve the living quarters of crew members, enhancing comfort, functionality, and operational efficiency, and will include the following:

- New modular building sited within the same footprint and designed to meet current building codes.
- Updated configuration for sleeping quarters, lounge and support areas.
- A new ADA-compliant ramp and access, extending from the southern courtyard entrance, stretching east into the Project site.
- Disconnection of existing utilities including sanitary sewer, water service, electric, and generator during demolition of the existing structure, and installation/re-installation of all necessary utility connections, including plumbing, and electrical systems.

The demolition of the existing buildings and constructing of class V-B modulares compliant with the current 2022 building codes may also offer cost-efficiency for future maintenance and safety. The new modular building will be relatively inexpensive to construct, come with sustainable materials, updated electrical systems, smoke detectors in each room, carbon monoxide detectors, and will be embedded within the facility’s fire sprinkler system. Please refer to Attachment 3 *Application Materials* for further details and diagrams of the buildings.

SURROUNDING LAND USES

Staff Report
REACH Minor Site Development Permit
1351 S State St.
File No. PA-000012

The Project site is located on the grounds of the Ukiah Municipal Airport, ±0.4 miles south of Talmage Road, and ±0.4 miles east of State Highway 101. Although the Project parcel is ±40.21 acres, the Project site is confined to the tenant area of ±23,430 sf in the Westside North portion of the airport, adjacent to South State Street.

In general, the surrounding tenant uses within the Project parcel contain a mix of FBOs, Box Hangers, and commercial facilities, in addition to the runway and taxiway to the east. Commercial facilities also lie to the west of the Project site, across South State Street. These uses are overviewed in Table 1:

TABLE 1: SURROUNDING USES AND ZONING		
	ZONING:	USE:
NORTH	Planned Development-Public Facilities (PD-PF) – Ukiah Municipal Airport Planned Development	FedEx Ship Center, FBOs and heliports/pads, small aircraft parking, airport runway and taxi area (Inner Approach/Departure and Runway Protection Zones)
EAST	Heavy Commercial	Commercial businesses across S. State Street (Ukiah Veterinary Hospital, Greeott's Brake & Wheel, Plowshares Community Garden and Dining Center, Airport Barbershop, Shear Strategy Hair Salon)
SOUTH	Planned Development-Public Facilities (PD-PF) – Ukiah Municipal Airport Planned Development	FBOs, Box Hangars (West Coast Wings, T&M Aviation) Airport Administration, Ukiah Aviation
WEST	Planned Development-Public Facilities (PD-PF) – Ukiah Municipal Airport Planned Development	Airport Runway and Taxiway A

As detailed in the Determination of Appropriateness from 2009 (See Attachment 1 *Application Materials*), the Project is consistent and remains consistent with the surrounding airport land use environs.

The primary use will remain air taxi/transport, including additional support and accessory uses such as office spaces, crew quarters, and mechanic/technician facilities. These uses are common in the Westside North area and constitute most of the uses on the airport grounds. The proposed crew quarters contains four 'sleeping rooms' for REACH crew members (See Attachment 1 *Application Materials*). Given the small number of occupants and the building's size, the crew quarters will remain low intensity, operating similarly to warehouse, distribution, or freighting facilities—an allowed use identified in the Guidelines—that sometimes operate 24 hours a day with minimal staff.

AGENCY CONSIDERATIONS \$ REFERRAL

On October 31, 2024, referrals were sent to the following responsible or trustee agencies with jurisdiction over the Project (See Table 2). Comments received by responding departments and agencies are included in Attachment 4 *Agency Comments*, and are reflected within the Conditions of Approval, as appropriate.

TABLE 2: AGENCY COMMENTS	
Agency	Comment
City Community Development Director	No Response
City Building Official	No Response
City Public Works Department	No Response
Ukiah Valley Fire Authority	No Response
City Policy Department	No Comment
City Electrical Utility Department	No Response
Ukiah Municipal Airport Operations Manager	Response – Handicap ramp orientation
Mendocino Air Quality Management Division	Response – Asbestos requirements
Mendocino County Planning & Building Services	No Comment

STAFF ANALYSIS

Ukiah 2040 General Plan Consistency including Airport Compatibility

The proposed Project is consistent with the Ukiah 2040 General Plan Public (P) land use designation in that public land uses, i.e. airport uses and businesses, are intended for this land use designation. Furthermore, the proposed project site is consistent with the following General Plan goals and policies.

Land Use Element

Goal LU-10 To assure coordination and consistency with special planning areas.

Policy LU-10.5 Ukiah Municipal Airport Land Use Compatibility Plan. The City shall require new development within each airport zone that conforms to the height, use and intensity specified in the land use compatibility table of the Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP)

Rather than a 'new development', the Project can be most likened to an 'Existing Land Use' pursuant to UKIALUCP, Chapter 2, Section 1.5., Policy 1.5.3 wherein the 2009 Use Permit and Site Permit have been discretionarily approved and not expired. The demolition of the two existing modulars and replacement of the crew quarters building within the same footprint is analogous to the continuation of the activities originally permitted within the 2009 Use Permit and Site

Development Permit. At the time of the 2009 approval, the crew quarters modular building was determined to be compatible with the *Ukiah Municipal Airport Building Area & Land Use Development Plan Guidelines*, which was subsequently incorporated into the *Ukiah Municipal Airport Planned Development Zoning District Regulations* in 2013, and the 2021 UKIALUCP.

The new crew quarters will adhere to the regulations outlined in these documents, ensuring the Project remains compatible with the height, use, and intensity standards specified in the land use compatibility table (Table 3A) of the UKIALUCP. Situated in Compatibility Zone 2 (Inner Approach/Departure Zone), the Project adheres to the maximum sitewide average intensity of 60 people per acre, a single-acre intensity of 120 people per acre, and a sitewide average density of 0.1 dwelling units per acre, and a height limit of less than 35 ft, as indicated in the UKIALUCP. Given that the REACH tenancy's primary function is to support the rotorcraft crew and that the new crew quarters will house only four sleeping rooms, is classified as an accessory use to the FBO rather than a traditional residential unit, and has a proposed height of 15 ft, the density and intensity of use will fall well below these thresholds.

Policy LU-10.6 Mendocino County Airport Land Use Commission (Mendocino ALUC). As required within the UKIALUCP, the City shall refer new development projects in the Ukiah Airport area of influence to the Mendocino ALUC for review and comment.

The Project was not formally referred to the Mendocino County Airport Land Use Commission, as the Project can be construed as an 'Existing Land Use' pursuant to UKIALUCP, Chapter 2, Section 1.5., Policy 1.5.3. In addition, within Chapter 2, Section 1.4, Policy 1.4.2, only 'Major Land Use Actions' as listed in Policy 1.4.5 must be referred to the Mendocino ALUC until the UKIALUCP is found to be consistent with a local jurisdiction's general plan or specific plan. During a regular meeting of the Mendocino ALUC on October 20, 2022, the City of Ukiah 2040 General Plan was determined to be consistent with the UKIALUCP. The Project also does not qualify as a 'Major Land Use Action' under Policy 1.4.5.

However, the Project was referred voluntarily to the ALUC via the Ukiah Municipal Airport Operations Manager pursuant to UKIALUCP, Chapter 2, Section 1.4.3 *Voluntary Referral of Land Use Actions* for informal review and consultation on compatibility. A discussion on compatibility of the ADA ramp extending from the office building commenced (See Attachment 4 *Agency Comments*) wherein the revised easterly-running location of the ramp was confirmed to be compatible by the Ukiah Municipal Airport Operations Manager.

Economic Development Element

Goal ED-10 To foster a robust and diversified local economy that provides quality employment and attracts stable business.

Policy ED-10.3 Airport-Related Businesses. The City shall encourage and promote the development of airport-related businesses at the Ukiah Municipal Airport.

By ensuring the safety and comfort of crew members through the installation of a code-compliant crew quarters, the Project will allow REACH to continue providing the City of Ukiah with emergency medical transportation, which is a valuable service in rural communities. In addition,

removing the outdated office will encourage the continued operation of REACH by removing threats of fire and/or other potential hazards of a non-code-compliant building.

Ukiah Municipal Airport Planned Development (UMAPD) and Public Facilities (PF) Zoning District Regulations Consistency

The Project site and existing buildings are generally consistent with the development standards of the UMAPD, as the original Use Permit and Site Development of the 2009 approval were required to be consistent with both the Ukiah Municipal Airport Master Plan and the former zoning designations, predecessors of the UMAPD to an extent. The following analysis will explore those differences that may be pertinent to the reconstruction of the new crew quarters.

Within the UMAPD regulations, the Project would fall under the category of 'Aviation Related Uses' as relayed in Section 5, as it consists of a privately operated FBO business, requiring proximity to airport services (helicopter parking space). The Project site, in the Westside North area, allows flight-related medical use of the new modular as "Professional offices – aviation related" pursuant to the Development Standards and Site Development Considerations in Section 9. These standards and considerations are as follows:

Development Standards

Height: The new crew quarters will be 15 ft in height, and will be of a lesser height than existing, surrounding structures (e.g. FedEx building, REACH hangar) and will not exceed the posited outward and upward extensions as regulated in FAA §77.9(c) and is below the 35 ft height limit of the UKIALUCP Zone 2 restriction.

Setbacks: Pursuant to Ukiah City Code section 9170.50, setbacks shall be configured during the discretionary review process. The new crew quarters will be within the same footprint as the existing structure and remain consistent with the approved setbacks of the 2009 Use Permit and Site Development Permit approval.

Westside North Development & Site Planning Considerations: Building footprints and locations of new structures in this area are required to be compatible with the building footprints of existing structures, consistent with the parking and landscaping standards of the UMAPD and provide safe and convenient circulation for vehicles and pedestrians. The reinstatement of the crew quarters is an activity that would remain within the building footprint of the existing crew quarters. In addition, no changes to the currently existing and compliant parking, landscaping and pedestrian/vehicular circulation are proposed.

Parking: No changes or additions to parking are proposed for the Project, and the current parking remains compliant with regulations of the UMAPD and the Public Facilities (PF) zoning regulations. Pursuant to Table 3, the required parking spaces for the Project would default to the Ukiah City zoning ordinance, as the FBO use type is not explicitly listed, and would instead fall under the "Other Uses" category of Table 3 within the UMAPD, which defers to the Ukiah City Code (UCC) zoning regulations. Pursuant to the PF zoning designation of UCC §9170.6, requirements would include one space for each employee on duty at any one time, one space for each vehicle used in connection with the facility, and one additional space for every 250 sf of office space. The Project contains an existing 6 parking spaces for REACH employee use,

commiserate with the four sleeping quarters in the new modular building for crew members, plus two additional employees. Given that the use will not be visited by the general public, one space per employee remains adequate.

Landscaping: No landscaping is proposed for the Project, and the current landscaping remains compliant with regulations of the UMAPD.

Lighting: The lighting proposed for the new crew quarters will be similar to the lighting in the existing crew quarters. In addition, lighting requirements of UMAPD Table 6 (See Table 3 below) will be included as a condition of project approval.

TABLE 3: LIGHTING REQUIREMENTS	
<i>Ukiah Municipal Airport Planned Development Regulations Table 6</i>	
Lighting Plan	All discretionary permits shall include a lighting plan that includes, at a minimum, the location, height, and intensity of all light fixtures, the manufacturer's name and style of light fixture, and specifications for each type of fixture.
Flood Lights	Outdoor flood lights shall not be projected more than 20-degrees below the horizontal plane.
Hooded, screened	All outdoor lighting shall be hooded or screened to direct the source of light downward and focus onto the property from which it originates and shall not negatively impact adjacent properties.
Parking lot, security lighting	Parking lot and other security lighting shall be top and side shielded to prevent the light pattern from shining onto adjacent property or roadways, excluding lights used for illumination of public roads.
Sign, building lights	External lights used to illuminate a sign or the side of a building or wall shall be shielded to prevent the light from shining off of the surface intended to be illuminated.
Exempt	Airport lighting which is required for the safe and efficient movement of aircraft during flight, take off, landing, and taxiing is exempt from the requirements of this Table.

Site Development Permit

As stated in Section 9 of the UMAPD, A Site Development Permit is required for new construction in the PF Zoning District, the zoning designation of the airport. The proposed addition of a new 1,440 sf modular building to replace the existing 1,140 sf modular building qualifies as a "Minor" Site Development Permit, since the net increase of 300 sf falls within the 300 to 900 sf range for such permits pursuant to Table 7 of the UMAPD.

Site Development Permit Findings are regulated in §9263(E) of the Ukiah City Code and are echoed within the UMAPD. The Project is consistent with the following findings as follows:

Staff Report
REACH Minor Site Development Permit
1351 S State St.
File No. PA-000012

1. The proposal is consistent with the goals, objectives, and policies of the City General Plan.

The proposal is aligned with the goals, objectives, and policies outlined in the City's General Plan, and by extension the UKIALUCP, as demonstrated by the following considerations:

Policy LU-10.5 of the Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP) requires new development within airport zones to conform to specified height, use, and intensity standards. However, the Project, classified as an 'Existing Land Use' under UKIALUCP, remains consistent with prior approvals from 2009. The demolition and replacement of modular buildings within the same footprint continues activities permitted in 2009 and adheres to UKIALUCP regulations, including those for Compatibility Zone 2. The new crew quarters will support the rotorcraft crew with four sleeping rooms and comply with height and intensity limits, ensuring low impact and consistency with the guidelines.

Policy LU-10.6 of the UKIALUCP requires new development projects in the airport area to be referred to the Mendocino County Airport Land Use Commission (ALUC) for review and comment. However, this Project was not formally referred because it is considered an 'Existing Land Use' under UKIALUCP guidelines and does not qualify as a 'Major Land Use Action'. Despite this, the Project was voluntarily referred for an informal review to ensure compatibility, and the ADA ramp's revised location was confirmed to be suitable.

Policy ED-10.3 aims to support the growth of airport-related businesses at the Ukiah Municipal Airport. The Project enhances the safety and comfort of REACH's crew with a code-compliant crew quarters, ensuring continued emergency medical services for Ukiah. Additionally, replacing the outdated office mitigates fire risks and other hazards, promoting the uninterrupted operation of REACH.

2. The location, size, and intensity of the proposed project will not create a hazardous or inconvenient vehicular or pedestrian traffic pattern.

The location of the new crew quarters will not create hazardous or inconvenient vehicular or pedestrian traffic patterns in that the building will be located within the same footprint as the originally approved crew quarters, along the north side of the REACH site outside of any vehicular or pedestrian traffic areas.

3. The accessibility of off-street parking areas and the relation of parking areas with respect to traffic on adjacent streets will not create a hazardous or inconvenient condition to adjacent or surrounding uses.

The demolition of the office and demolition/replacement of the crew quarters would not affect the parking considerations as approved in the 2009 Use Permit and Site Development Permit. The Project continues to meet UCC PF zoning code parking requirements pursuant to Ukiah City Code Section 9170.6.

4. Sufficient landscaped areas have been reserved for purposes of separating or screening the proposed structure(s) from the street and adjoining building sites, and breaking up and screening large expanses of paved areas.

The Project site continues to contain landscaping appropriate for the airport as approved in the 2009 Use Permit and Site Development Permit. No new landscaping is proposed with the reconstruction of the crew quarters.

5. The proposed development will not restrict or cut out light and air on the property, or on the property in the neighborhood; nor will it hinder the development or use of buildings in the neighborhood, or impair the value thereof.

The 1,440 sf crew quarters reconstruction will not restrict or cut out light and air on the property, or the surrounding neighborhood, as it will be located within the same footprint as the existing crew quarters. The new crew quarters will be 15 ft in height, and will be of a lesser height than existing, surrounding structures (e.g. FedEx building, REACH hangar) and will not exceed the posited outward and upward extensions as regulated in FAA §77.9(c) and is below the 35 ft height limit of the UKIALUCP Zone 2 restriction

6. The improvement of any commercial or industrial structure will not have a substantial detrimental impact on the character or value of an adjacent residential zoning district.

The Project site is not located adjacent to a residential zoning district.

7. The proposed development will not excessively damage or destroy natural features, including trees, shrubs, creeks, and the natural grade of the site.

The Project site is located in an urban area that is developed with existing structures. No water courses, wildlife, wildlife habitat, floodway or flood plain or other environmentally sensitive areas are present within the Project vicinity.

8. There is sufficient variety, creativity, and articulation to the architecture and design of the structure(s) and grounds to avoid monotony and/or a box-like uninteresting external appearance.

The proposed crew quarters will be conditioned to be painted to match the existing hangar on the site, a requirement consistent with the 2009 Site Development Permit approval for architectural articulation. The proposed modular building will also be in keeping with the existing structures on the airport grounds. In addition, the Project will be mostly obscured by vegetation from South State Street (See Attachment 3 *Application Materials* for views of the site).

ENVIRONMENTAL DOCUMENTATION

Pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15378(a)(1), the proposed Project requires analysis due to the discretionary action of the Zoning Administrator. Consequently, the Project qualifies for a categorical exemption pursuant to CEQA Guidelines Article 19, Class 2, Section 15302 (Replacement or Reconstruction).

In alignment with subsection (b) of Section 15302, the Project involves replacing the existing crew quarters modular building with a new modular crew quarters building within the same footprint, maintaining substantially the same purpose and capacity as the existing structure, without expanding its use. The demolition of both the existing crew quarters and office will occur in a developed urban environment with existing structures, roads, buildings, and landscaping. There

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are no watercourses, wildlife habitats, floodways, floodplains, or other environmentally sensitive areas within the project site.

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 December 1, 2024;
- Posted on the Project site on November 27, 2024;
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing; and
- Mailed to property owners within 300 feet of the project parcel on November 27, 2024.

RECOMMENDATION

Staff recommends the Zoning Administrator approve the Minor Site Development 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
MINOR SITE DEVELOPMENT PERMIT
REACH AIR CREW QUARTERS TENANT IMPROVEMENTS
AT 1351 SOUTH STATE STREET, UKIAH, CA; APN 003-280-05; FILE NO. PA24-000012**

The Community Development Department's recommendation for conditional approval of a Minor Site Development Permit for tenant improvements to the existing Reach Air Crew Quarters to remove two outdated modular buildings, replacing the current crew quarters modular building with a new, updated crew quarters modular building within the same footprint, and installation of a new ADA ramp.

This approval is based on the following findings, in accordance with Section 9263(E) of the Ukiah City Code.

SITE DEVELOPMENT PERMIT FINDINGS

1. The proposal is consistent with the goals, objectives, and policies of the City General Plan.

The proposal is aligned with the goals, objectives, and policies outlined in the City's General Plan, and by extension the UKIALUCP, as demonstrated by the following considerations:

Policy LU-10.5 of the Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP) requires new development within airport zones to conform to specified height, use, and intensity standards. However, the project, classified as an 'Existing Land Use' under UKIALUCP, remains consistent with prior approvals from 2009. The demolition and replacement of modular buildings within the same footprint continues activities permitted in 2009 and adheres to UKIALUCP regulations, including those for Compatibility Zone 2. The new Crew Quarters will support the rotorcraft crew with four sleeping rooms and comply with height and intensity limits, ensuring low impact and consistency with the guidelines.

Policy LU-10.6 of the UKIALUCP requires new development projects in the airport area to be referred to the Mendocino County Airport Land Use Commission (ALUC) for review and comment. However, this project was not formally referred because it is considered an 'Existing Land Use' under UKIALUCP guidelines and does not qualify as a 'Major Land Use Action'. Despite this, the project was voluntarily referred for an informal review to ensure compatibility, and the ADA ramp's revised location

Policy ED-10.3 aims to support the growth of airport-related businesses at the Ukiah Municipal Airport. The project enhances the safety and comfort of REACH's crew with a code-compliant Crew Quarters, ensuring continued emergency medical services for Ukiah. Additionally, replacing the outdated Office mitigates fire risks and other hazards, promoting the uninterrupted operation of REACH.

2. The location, size, and intensity of the proposed project will not create a hazardous or inconvenient vehicular or pedestrian traffic pattern.

The location of the new Crew Quarters will not create hazardous or inconvenient vehicular or pedestrian traffic patterns in that the building will be located within the same footprint as the originally approved Crew Quarters, along the north side of the REACH

site outside of any vehicular or pedestrian traffic areas.

- 3. The accessibility of off-street parking areas and the relation of parking areas with respect to traffic on adjacent streets will not create a hazardous or inconvenient condition to adjacent or surrounding uses.**

The demolition of the Office and demolition/replacement of the Crew Quarters would not affect the parking considerations as approved in the 2009 Use Permit and Site Development Permit. The project continues to meet UCC PF zoning code parking requirements pursuant to Ukiah City Code Section 9170.6.

- 4. Sufficient landscaped areas have been reserved for purposes of separating or screening the proposed structure(s) from the street and adjoining building sites, and breaking up and screening large expanses of paved areas.**

The project site continues to contain landscaping appropriate for the airport as approved in the 2009 Use Permit and Site Development Permit. No new landscaping is proposed with the reconstruction of the Crew Quarters.

- 5. The proposed development will not restrict or cut out light and air on the property, or on the property in the neighborhood; nor will it hinder the development or use of buildings in the neighborhood, or impair the value thereof.**

The 1,440 sf Crew Quarters reconstruction will not restrict or cut out light and air on the property, or the surrounding neighborhood, as it will be located within the same footprint as the existing Crew Quarters. The new Crew Quarters will be 15 ft in height, and will be of a lesser height than existing, surrounding structures (e.g. FedEx building, REACH hangar) and will not exceed the posited outward and upward extensions as regulated in FAA §77.9(c) and is below the 35 ft height limit of the UKIALUCP Zone 2 restriction.

- 6. The improvement of any commercial or industrial structure will not have a substantial detrimental impact on the character or value of an adjacent residential zoning district.**

The project site is not located adjacent to a residential zoning district.

- 7. The proposed development will not excessively damage or destroy natural features, including trees, shrubs, creeks, and the natural grade of the site.**

The project site is located in an urban area that is developed with existing structures. No water courses, wildlife, wildlife habitat, floodway or flood plain or other environmentally sensitive areas are present within the project vicinity.

- 8. There is sufficient variety, creativity, and articulation to the architecture and design of the structure(s) and grounds to avoid monotony and/or a box-like uninteresting external appearance.**

The proposed Crew Quarters will be conditioned to be painted to match the existing hangar on the site, a requirement consistent with the 2009 Site Development Permit approval for architectural articulation. The proposed modular building will also be in keeping with the existing structures on the airport grounds. In addition, the project will be mostly obscured by vegetation from South State Street.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) FINDINGS

Pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15378(a)(1), the proposed project requires analysis due to the discretionary action of the Zoning Administrator. Consequently, the project qualifies for a categorical exemption pursuant to CEQA Guidelines Article 19, Class 2, Section 15302 (Replacement or Reconstruction).

In alignment with subsection (b) of Section 15302, the project involves replacing the existing crew quarters modular building with a new modular crew quarters building within the same footprint, maintaining substantially the same purpose and capacity as the existing structure, without expanding its use. The demolition of both the existing crew quarters and office will occur in a developed urban environment with existing structures, roads, buildings, and landscaping. There are no watercourses, wildlife habitats, floodways, floodplains, or other environmentally sensitive areas within the project site.

PUBLIC 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 December 1, 2024;
- Posted on the project site on November 27, 2024;
- Posted at the Civic Center (glass case) 72 hours prior to the public hearing; and
- Mailed to property owners within 300 feet of the project parcel on November 27, 2024.

**DRAFT CONDITIONS OF APPROVAL
MINOR SITE DEVELOPMENT PERMIT
REACH AIR CREW QUARTERS TENANT IMPROVEMENTS
1351 SOUTH STATE STREET, UKIAH, CA; APN 003-280-05; FILE NO. PA24-000012**

The following Conditions of Approval shall be made a permanent part of the Minor Site Development Permit (File No. PA24-000012), shall remain in force regardless of property ownership, and shall be implemented for this entitlement to remain valid.

Approved Project Description: The Applicant proposes tenant improvements to the existing Reach Air Crew Quarters, involving removal of two outdated modular buildings, replacing the current crew quarters modular building with a new, updated crew quarters modular building within the same footprint. The upgrades will include improvements to utilities, layout, and materials to enhance crew comfort and reduce operational costs, and to conform to current building codes. An ADA ramp will also be introduced/installed, extending from the new crew quarters modular building east into the project site at 1351 South State Street, Ukiah, CA; APN 003-280-05; File No. PA24-000012

CITY OF UKIAH STANDARD CONDITIONS

1. This approval is not effective until the 10-day appeal period applicable to this Major Site Development Permit has expired without the filing of a timely appeal. If a timely appeal is filed, the project is subject to the outcome of the appeal and shall be revised as necessary to comply with any modifications, conditions, or requirements that were imposed as part of the appeal.
2. All use, construction and the location thereof, or occupancy, shall conform to the application and to any supporting documents submitted therewith, including any maps, sketches, or plot plans accompanying the application or submitted by applicant in support thereof.
3. Any construction shall comply with the "Standard Specifications" for such type of construction now existing or which may hereafter be promulgated by the Engineering Department of the City of Ukiah; except where higher standards are imposed by law, rule, or regulation or by action of the Planning Commission such standards shall be met.
4. Building permits shall be issued within two years after the effective date of the Site Development Permit or same shall be null and void.
5. In addition to any particular condition which might be imposed; any construction shall comply with all building, fire, electric, plumbing, occupancy, and structural laws, rules, regulations, and ordinances in effect at the time the Building Permit is approved and issued.
6. The Applicant shall obtain all required Sign Permits, in compliance with Division 3, Chapter 7, Signs, of the UCC. Prior to the placement/installation of any sign(s), the applicant shall make application for and receive approval of a sign and building permit.
7. The Applicant shall submit verification of all applicable permits or approvals in compliance with all local, state and federal laws to the Community Development Department prior to issuance of building permits.
8. All fees associated with the project planning permits and approvals shall be paid in full prior

to occupancy.

9. All required landscaping for commercial development projects shall be maintained.
10. As outlined in Article 20, Administration and Procedures, of the Zoning Code this planning 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.

CITY OF UKIAH SPECIAL CONDITIONS

11. The proposed modular building will be painted to match the existing hangar on the site.
12. Prior to issuance of building permits for the new modular building, all lighting shall be consistent with the requirements of the Ukiah Municipal Airport Planned Development Regulations – Table 6, including the following:
 - **Lighting Plan.** Submission of a lighting plan that includes, at minimum, the location, height, and intensity of all light fixtures, the manufacturer's name and style of light fixture, and specifications for each type of fixture.
 - **Flood Lights.** Outdoor flood lights shall not be projected more than 20-degrees below the horizontal plane.
 - **Hooded, screened.** All outdoor lighting shall be hooded or screened to direct the source of light downward and focus onto the property from which it originates and shall not negatively impact adjacent properties.
 - **Parking lot, security lighting.** Parking lot and other security lighting shall be top and side shielded to prevent the light pattern from shining onto adjacent property or roadways, excluding lights used for illumination of public roads.
 - **Sign, building lights.** External lights used to illuminate a sign or the side of a building or wall shall be shielded to prevent the light from shining off of the surface intended to be illuminated.
 - **Exempt.** Airport lighting which is required for the safe and efficient movement of aircraft during flight, take off, landing, and taxiing is exempt from the requirements of this Table.

MENDOCINO COUNTY AIR QUALITY MANAGEMENT DISTRICT

13. The project is subject to the requirements of 40 CFR Part 61 NESHAPS-Asbestos. Prior to demolition, the affected facility(ies) must be thoroughly inspected for the presence of asbestos, including projects without Asbestos Containing Material (ACM) and provide written notification of the project to the Air Quality Management District.



City of Ukiah

Community Development Department
Planning Division
300 Seminary Ave., Ukiah CA 95482
Email: planningdivision@cityofukiah.com
Phone: (707) 463 -6207

Planning Permit Application

PROJECT NAME: Reach Air Crew Quarters Upgrade																				
PROJECT ADDRESS/CROSS STREETS: 1351 South State Street				AP NUMBER(S):																
APPLICANT/AUTHORIZED AGENT: Brittany Hamilton		PHONE NO: (417) 530-4321		FAX NO:																
E-MAIL ADDRESS: permits@kineticdd.com		APPLICANT/AUTHORIZED AGENT ADDRESS: 2215 West Chesterfield Boulevard, #01		CITY: Springfield																
STATE/ZIP: MO 65807		PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT: City of Ukiah		PHONE NO:																
FAX NO:		E-MAIL ADDRESS:		PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT																
CITY:		STATE/ZIP:		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	\$	☐ USE PERMIT – AMENDMENT 100.0400.449.001	\$															
☐ ANNEXATION 100.0800.611.001	\$	☐ SITE DEVELOPMENT PERMIT – AMENDMENT 100.0400.449.001	\$	☐ USE PERMIT – MAJOR 100.0400.449.001	\$															
☐ APPEAL 100.0400.449.001	\$	☐ SITE DEVELOPMENT PERMIT – MAJOR 100.0400.449.001	\$	☐ USE PERMIT – MINOR 100.0400.449.001	\$															
☐ GENERAL PLAN AMENDMENT 100.0800.611.001	\$	☒ SITE DEVELOPMENT PERMIT – MINOR 100.0400.449.001	\$	☐ VARIANCE – MAJOR 100.0400.449.001	\$															
☐ MURAL PERMIT 100.0400.449.001	\$	☐ SPECIFIC/MASTER PLAN 100.0800.611.003	\$	☐ VARIANCE – MINOR 100.0400.449.001	\$															
☐ PRE-DEVELOPMENT MEETING 100.0800.611.003	\$	☐ MINOR SUBDIVISION/TENTATIVE PARCEL MAP (4 OR FEWER LOTS) 100.0800.610.001	\$	☐ ZONING AMENDMENT MAP OR TEXT 100.0800.611.001	\$															
☐ STAFF RESEARCH (MORE THAN 1 HOUR) 10023100.41153	\$	☐ MAJOR SUBDIVISION/TENTATIVE SUBDIVISION MAP (5 OR MORE LOTS) 100.0800.610.001	\$	☐ REZONING 100.0800.611.001	\$															
☐ LOT LINE ADJUSTMENT OR MERGER 100.0800.610.001	\$	☐ OTHER	\$	☐ OTHER	\$															
<table border="1"> <tr> <td>COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO.</td> <td>\$</td> <td>MAJOR PERMIT DEPOSIT:</td> <td>\$</td> <td>FILING DATE:</td> </tr> <tr> <td>COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO.</td> <td>\$</td> <td>MINOR PERMIT FEE:</td> <td>\$</td> <td>TOTAL AMOUNT PAID: \$</td> </tr> <tr> <td>COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.</td> <td>\$</td> <td>TOTAL FEE:</td> <td>\$</td> <td>RECEIPT NUMBER:</td> </tr> </table>						COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	MAJOR PERMIT DEPOSIT:	\$	FILING DATE:	COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	MINOR PERMIT FEE:	\$	TOTAL AMOUNT PAID: \$	COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	TOTAL FEE:	\$	RECEIPT NUMBER:
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COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	TOTAL FEE:	\$	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:

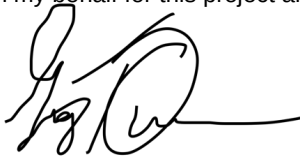
Description of Building & Site			
Parcel Size:	Building Size: 1,400 SF	Number of Floors: 1	
Use of Building (check all that apply)	Description	Square Footage	Number of Units/Suites
☒ Office (business/professional)	Office Space	1,000 SF	
☐ Office (medical/dental)			
☐ Retail			
☐ Light Industrial			
☒ Residential	Bunk Rooms	400 SF	3
☐ Other:			
Operating Characteristics			
Days and Hours of Operation:		Operation is 24 hours a day and 7 days a week	
Number of Shifts:	Days and Hours of Shifts:		
Number of Employees/Shift:			
Loading Facilities: ☐ Yes ☒ No		Type/Vehicle Size:	
Deliveries: ☐ Yes ☒ No	Type:	Number (day/week/month):	Time(s) of Day:
Outdoor areas associated with use? (check all that apply) ☐ Yes ☒ No	Sales area: ☐ Yes ☒ No Square Footage:	Unloading of deliveries: ☐ Yes ☒ No Square Footage:	Storage: ☐ Yes ☒ No Square Footage:
Noise Generating Use? ☐ Yes ☒ No	Description:		

To Be Completed by Staff

General Plan Designation:	Zoning District:	Airport Land Use Designation:
City's Architectural & Historic Inventory: ☐ YES ☐ NO	Age of Building:	Demolition Policy:
Hillside: ☐ YES ☐ NO	Flood Designation FIRM Map:	Flood Designation Floodway Map:
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		

Greg Owen

I, _____, owner authorize _____
to act on my behalf for this project and I have read and agree with all of the above. (Application must be signed by
owner).



8/29/2024

PROPERTY OWNER SIGNATURE

DATE

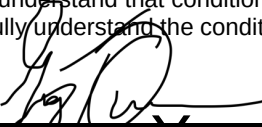
Greg Owen

I, _____, am the ☐ owner / ☒ authorized agent of the property
for which the development is proposed. The above information and attached documents are true and accurate to the
best of my knowledge.

I have read and agree with all of the above.

I hereby authorize employees of the City of Ukiah, the City's authorized agents, and persons with review or decision
making authority for the project to enter upon the subject property, as necessary, to inspect the premises, post notices,
and process this application.

I understand that conditions of approval may be placed on my project by the city of Ukiah and it is my responsibility to
fully understand the conditions and ask questions about them before action is taken on my planning permit.



8/29/2024

☐ OWNER / ☒ AUTHORIZED AGENT

DATE



INDEMNIFICATION AGREEMENT

As part of this application, the applicant agrees to defend, indemnify, and hold harmless the City of Ukiah, its agents,
officers, council members, employees, boards, commissions or Council 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 any
approval of the application or related decision, or the adoption or certification of any environmental documents or
negative declaration which relates to its approval. This indemnification shall include, but is not limited to, all damages,
costs, expenses, attorney fees or expert witness fees that may be awarded to the prevailing party arising out of it or in
connection with the approval of the application or related decision, whether or not there is concurrent, passive, or active
negligence on the part of the City, its agents, officers, council members, employees, boards, commissions of Council.
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.

The City of Ukiah shall have the right to appear and defend its interests in any action through its City Attorney or outside
counsel. The applicant shall not be required to reimburse the City for attorney's fees incurred by the City Attorney of
the City's outside counsel if the City chooses to appear and defend itself in the litigation.

I have read and agree to all of the above.

Greg Owen

☐ PROPERTY OWNER / ☒ AUTHORIZED AGENT
(PLEASE PRINT NAME)

8/29/2024

☐ PROPERTY OWNER / ☒ AUTHORIZED AGENT
(SIGNATURE)

DATE

Revised 02/06/2024



PROJECT DESCRIPTION

Project: Reach Air Crew Quarters Upgrade
Permit #: PA24-000012
Address: 1351 South State Street, Ukiah, CA
To: City of Ukiah
From: Kinetic Design and Development
Date: October 30, 2024

Project Overview

Kinetic Design and Development is submitting this proposal for tenant improvements to the existing Reach Air Crew Quarters located at 1351 South State Street, Ukiah, CA. This project involves replacing an outdated modular building with a new, updated modular structure on the same site. The upgrades will modernize and improve the existing facilities, enhancing comfort, functionality, and operational efficiency for Reach Air Medical Services crew members.

Objectives and Goals

- **Replace Aging Infrastructure:** Remove the current modular building, which has become outdated, and install a new, code-compliant modular building in the same location to meet current operational standards.
- **Upgrade Facility for Efficiency and Comfort:** Ensure that the new modular building is equipped with upgraded utilities, improved layouts, and sustainable materials to enhance crew comfort and reduce operational costs.
- **Maintain Site Readiness and Accessibility:** Provide an upgraded facility that supports the rapid deployment capabilities essential to Reach Air's emergency medical services.

Scope of Work

1. **Demolition and Removal:**
 - **Existing Modular Building:** Dismantling and safe removal of the current modular building to prepare the site for the new installation.
2. **Installation of New Modular Building:**
 - **Replacement Structure:** Delivery and installation of a new modular building designed to meet current building codes, with improved structural integrity, insulation, and finishes.
 - **Interior Layout Improvements:** Updated configuration for sleeping quarters, lounge, and support areas to enhance functionality and provide a comfortable environment for on-call crew.
 - **Accessibility:** New modular building equipped with ADA compliant ramps and access.
3. **Utility Connections and Site Preparation:**
 - **Utility Disconnection and Installation:** Existing utilities including sanitary sewer, water service, electric, and generator will be disconnected for removal of existing modular. Installation of all necessary utility connections, including plumbing, and electrical systems, ensuring full functionality and compliance with local codes.



+1 (417) 530-4321



2215 W Chesterfield Blvd, STE 01,
Springfield, MO 65807



www.kineticdd.com

KINETIC
DESIGN + DEVELOPMENT
PROJECT DESCRIPTION

Community and Environmental Benefits

The Reach Air Crew Quarters upgrade will improve the working environment for Reach Air Medical Services, directly supporting the team's readiness to respond to medical emergencies in the Ukiah community. The project follows sustainable practices, using energy-efficient materials and systems that reduce energy consumption and support environmental stewardship.

Conclusion

Kinetic Design and Development is committed to executing these tenant improvements to enhance Reach Air's essential services while aligning with the City of Ukiah's standards for sustainable development and community support. We look forward to the City's review and approval of this application.

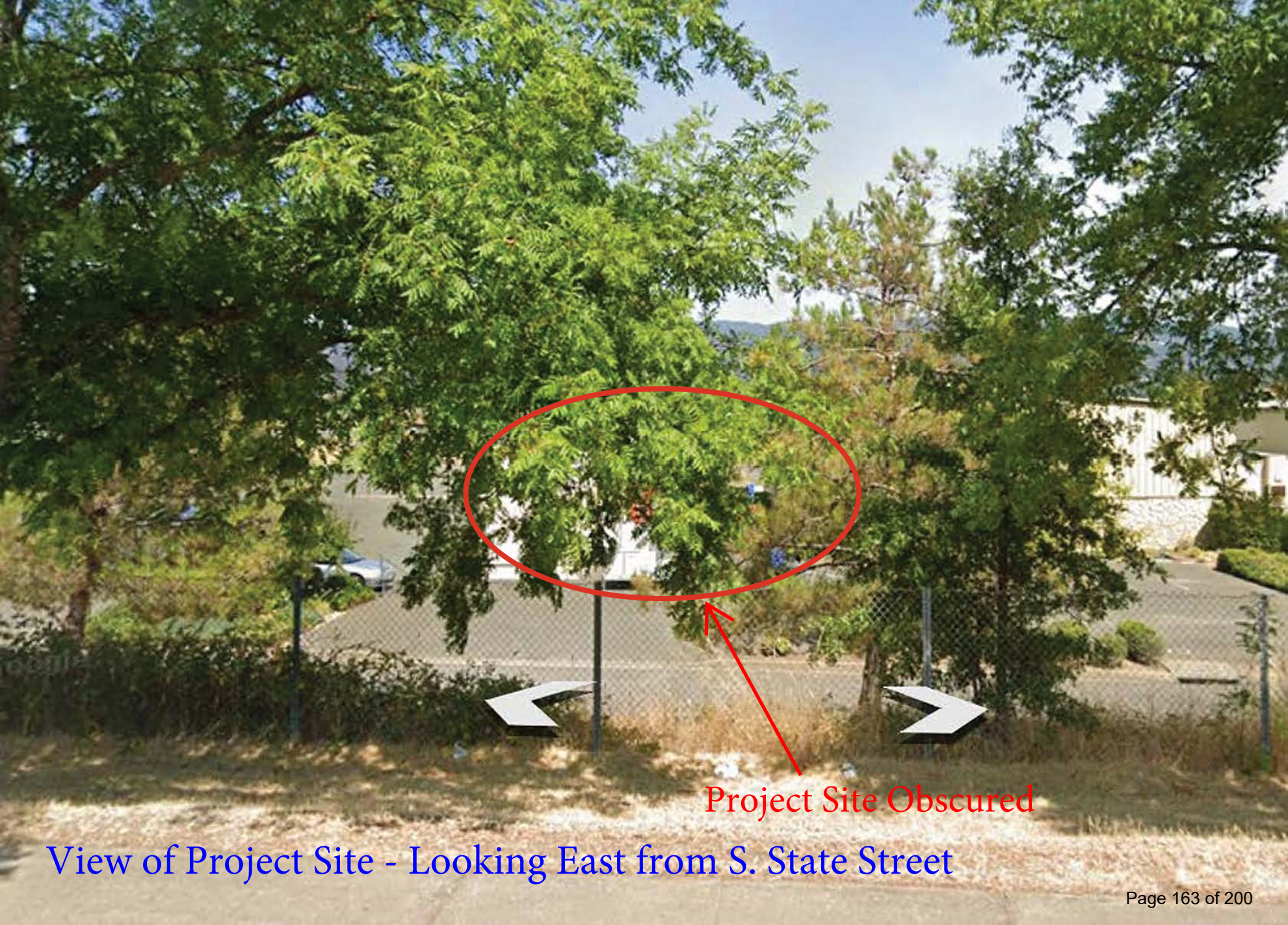


Beth Nichols | Assoc. AIA | NCARB



Two Modular Buildings and Ramp to be removed

View of Project Site - Looking East from Avigation Easement



Project Site Obscured

View of Project Site - Looking East from S. State Street

GMR / REACH AIR

TENANT IMPROVEMENTS UKIAH, CA

24207 RAUC

DECEMBER 9, 2024

PROGRESS SET

SHEET INDEX

- GENERAL
- A0.0 COVER SHEET
- ARCHITECTURAL
- A1.0 ARCHITECTURAL SITE PLAN
- MECHANICAL, ELECTRICAL, PLUMBING
- SU1.0 SITE DEMO PLAN
- SU1.1 SITE PLUMBING PLAN
- SU2.1 SITE ELECTRICAL PLAN
- SU2.2 ELECTRICAL SCHEDULES

BUILDING CODE INFORMATION

AUTHORITY HAVING JURISDICTION:	CITY OF UKIAH
APPLICABLE BUILDING CODES:	2022 CALIFORNIA BUILDING CODE (CBC) 2022 CALIFORNIA RESIDENTIAL CODE (CRC) 2022 CALIFORNIA MECHANICAL CODE (CMC) 2022 CALIFORNIA PLUMBING CODE (CPC) 2022 CALIFORNIA ENERGY CODE (CECC) 2022 CALIFORNIA FUEL AND GAS CODE (CFGC) 2022 CALIFORNIA FIRE CODE (CFC) 2021 CALIFORNIA ELECTRIC CODE (CEC) 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN
CURRENT ZONING:	B3, GENERAL BUSINESS ZONE
USE GROUPS:	R-3 (RESIDENTIAL)
FIRE PROTECTION:	SPRINKLERED, ENTIRE FACILITY NOTE: NFPA 13D SYSTEM (CBC 2022, 903.3.1.2)
CONSTRUCTION TYPE:	V-8 (MODULAR)
BUILDING LIMITATIONS:	ALLOWABLE STORIES: 3 STORIES (BASED ON R-3 USE GROUP, CBC 2022, 504) ALLOWABLE HEIGHT: 40'-0" (BASED ON R-313D USE GROUP, CBC 2022, 504) ACTUAL HEIGHT: 1 STORY (15'-0") ALLOWABLE AREA: UNLIMITED (BASED ON R-3 USE GROUP, CBC 2022, 504) ACTUAL AREA: 1,400 S.F. - MAIN LEVEL (FOOTPRINT) TOTAL AREA: 1,400 S.F.
EXITS REQUIRED:	REQUIRED EXISTS: 1 MINIMUM (BASED ON CBC 2022, 1006.3.4(1)) EXISTS PROVIDED: 3 (108")
EXIT CAPACITY:	NUMBER OF OCCUPANTS: 7 STAIRWAY WIDTH REQUIRED: .20 PER OCC. (BASED ON CBC 2022, 1005) .20 X 7 = 1.4" STAIRWAY WIDTH PROVIDED: 48" EGRESS WIDTH REQUIRED: .15 PER OCC. (BASED ON CBC 2022, 1005) .15 X 7 = 1.05" EGRESS WIDTH PROVIDED: 108"
COMMON PATH DISTANCES:	MAXIMUM ALLOWED: 125'-0" (BASED ON CBC 2022, 1006.2.1) ACTUAL DISTANCE: 30'-0"
TRAVEL DISTANCES:	MAXIMUM ALLOWED: 250'-0" (BASED ON CBC 2022, 1017.2) ACTUAL DISTANCE: 35'-0"
DEAD END CORRIDOR:	MAXIMUM ALLOWED: 20'-0" (BASED ON CBC 2022, 1024.4) NO DEAD END CORRIDOR PROVIDED
FIRE SAFETY:	PER CBC ALLOWABLE AREA & PER NFPA, A FIRE SUPPRESSION SYSTEM IS REQUIRED AND SHALL BE INSTALLED TO COMPLY WITH NFPA 13D. SMOKE DETECTORS WILL BE INSTALLED IN EACH ROOM, AND FIRE EXTINGUISHERS SHALL BE INSTALLED AS INDICATED PER THE MODULAR BUILDING PLANS. CARBON MONOXIDE DETECTORS WILL BE INSTALLED AS REQUIRED.

PROJECT DESCRIPTION

EXISTING TENANT IMPROVEMENTS INCLUDING REMOVING AN OLD MODULAR BUILDING AND REPLACING WITH A NEW MODULAR BUILDING IN THE SAME LOCATION ALONG WITH NECESSARY UTILITY CONNECTIONS.

CONSULTANTS

ARCHITECT:

KINETIC

DESIGN + DEVELOPMENT

ABBYE N. ROBBETT, ARCHITECT
2215 W CHESTERFIELD BLVD, STE 01
SPRINGFIELD, MO 65807
P: 417-530-4321
CONTACT - BETH NICHOLS

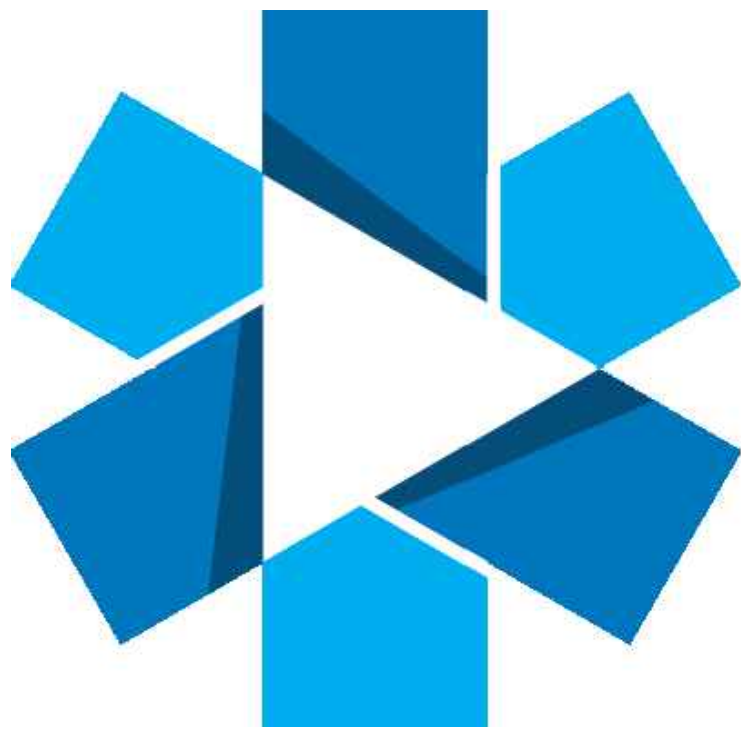
MEP ENGINEER:

SGE

SMITH-GOTH ENGINEERS, INC.
EXPERIENCE. FORWARD-THINKING.

SMITH-GOTH ENGINEERS, INC.
3855 S JEFFERSON AVE.
SPRINGFIELD, MO 65807
P: 417-882-2200
CONTACT - LOREN C. CASTELL

CONTRACTOR:



Global Medical Response

SITE LOCATOR MAP



REACH

A Global Medical Response Solution

INTERIM REVIEW ONLY

These documents are incomplete, and are released for interim review only and are not intended for regulatory approval, bidding, permit, or construction purposes.

ARCHITECT OF RECORD:
NAME: ABBYE N. ROBBETT
LICENSE NO.: C-39034

PROJECT NUMBER: 24207 - RAUC
REVISION:

EXISTING TENANT IMPROVEMENTS
REACH AIR
1351 SOUTH STATE STREET
UKIAH MUNICIPAL AIRPORT
UKIAH, MENDOCINO COUNTY, CA 95482

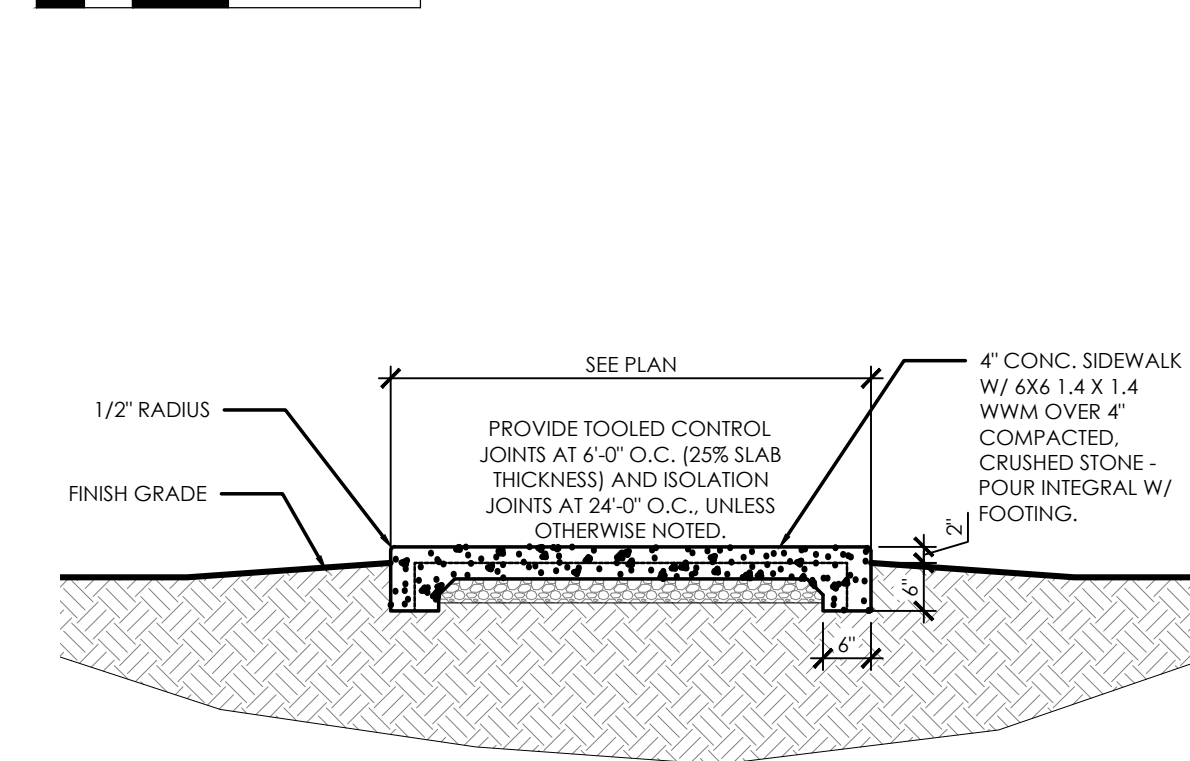
A0.0
COVER SHEET

DATE: DECEMBER 9, 2024



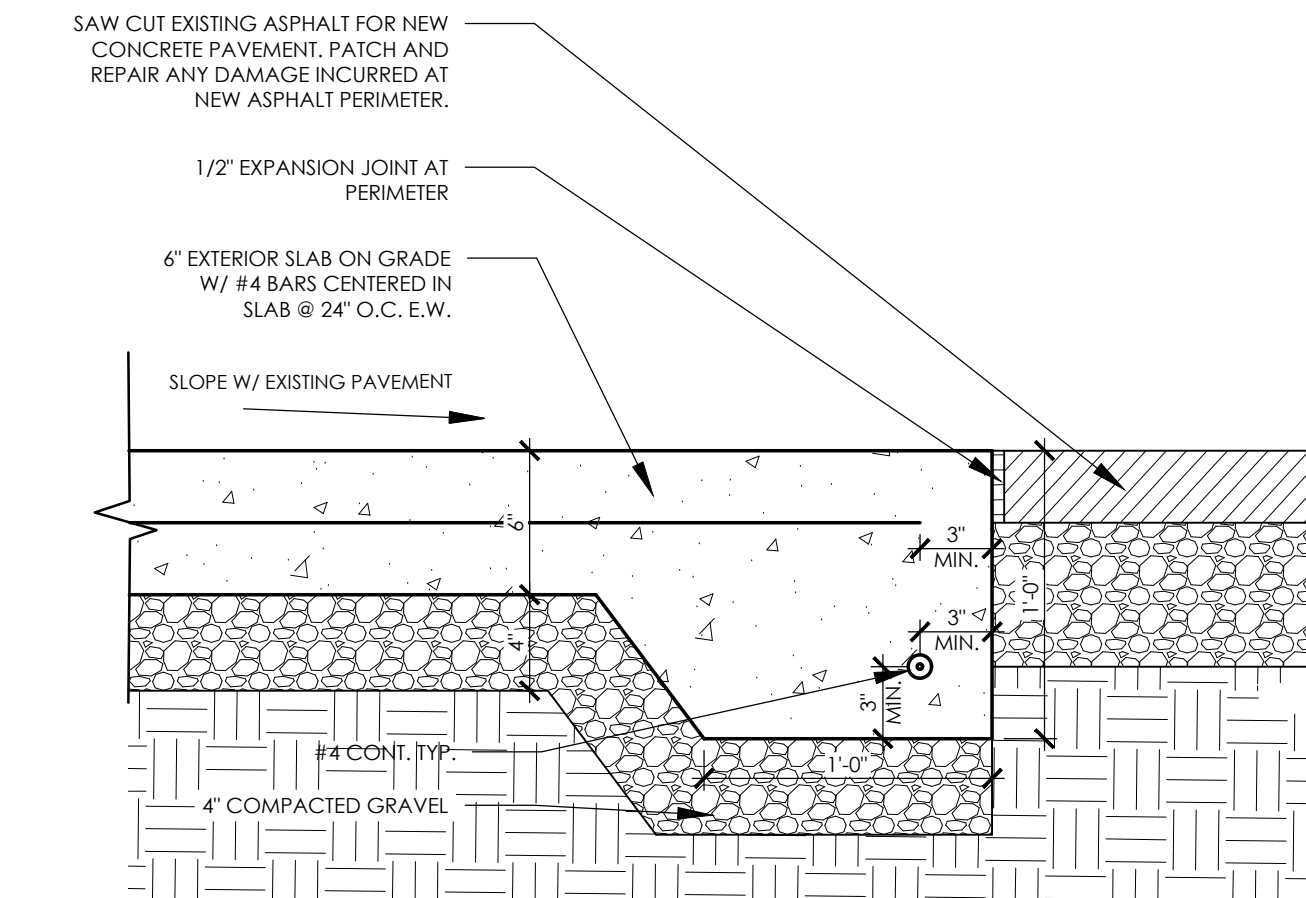
1 ARCHITECTURAL SITE PLAN

SCALE: 1" = 20'-0"



5 CONCRETE SIDEWALK DETAIL

SCALE: 1/2" = 1'-0"



6 NEW CONCRETE TO EXISTING ASPHALT DETAIL

SCALE: 1 1/2" = 1'-0"

SITE PLAN NOTES

1. SITE DESIGN IS SHOWN FOR RELATIONSHIP TO EXISTING GROUND FEATURES, INFRASTRUCTURE, AND LOCATION OF EXISTING BUILDINGS TO FUTURE IMPROVEMENTS, AND ARE SUBJECT TO CHANGE DURING THE DESIGN, PERMITTING, AND CONSTRUCTION PROCESS.
2. OBSTRUCTION HEIGHTS TO BE MAINTAINED BELOW 8:1 APPROACH/DEPARTURE SURFACE AND 2:1 TRANSITIONAL SURFACE ELEVATIONS.
3. REFER TO MEP SHEETS FOR ADDITIONAL SITE UTILITIES INFORMATION AND DETAILS. COORDINATE ALL UTILITIES WITH ENGINEER AND UTILITY COMPANY AS APPROVED BY THE OWNER.
4. GC REQUIRED TO PROVIDE MINIMUM EROSION AND SEDIMENT CONTROLS NEEDED TO COMMENCE WORK ON THE SITE. THE CONTRACTOR MAY USE ADDITIONAL MEASURES WITH THE APPROVAL OF THE AHJ'S EROSION AND SEDIMENT CONTROL INSPECTOR.
5. THE CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE ALONG PROVIDED EROSION AND SEDIMENT CONTROL MEASURES. IF LOW POINTS ARE OBSERVED, THE CONTRACTOR SHALL INSTALL ROCK OUTLETS OR REALIGN CONTROLS TO PREVENT PONDING.
6. IF A STOCKPILE IS NEEDED, THE CONTRACTOR SHALL COORDINATE THE LOCATION WITH THE AHJ'S EROSION AND SEDIMENT CONTROL INSPECTOR. EROSION AND SEDIMENT CONTROL MEASURES SHALL BE AT LEAST 5-7 FEET FROM THE BASE OF THE STOCKPILE.
7. THE CONTRACTOR SHALL PROTECT ALL DOWN STREAM STORM WATER MANAGEMENT FACILITIES AT ALL COSTS. ANY DAMAGE CAUSED DURING CONSTRUCTION SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO REPAIR.
8. ALL PERIMETER EROSION AND SEDIMENT CONTROL MEASURES SHALL NOT BE REMOVED UNTIL THE ENTIRE UPSTREAM CONTRIBUTION DRAINAGE AREA AS BEEN PERMANENTLY STABILIZED AND AUTHORIZED BY CITY'S EROSION AND SEDIMENT CONTROL INSPECTOR.
9. ALL PROPERTY LINES, EASEMENTS AND BUILDINGS, EXISTING AND PROPOSED, TO OUR KNOWLEDGE, ARE SHOWN ON THIS SITE PLAN.

LAND DISTURBANCE AND EROSION CONTROL

EROSION CONTROL DEVICES WILL BE UTILIZED DOWN HILL OF THE CONSTRUCTION AREA AND INSTALLED AS THE FIRST STEP IN ANY LAND DISTURBANCE ACTIVITY. EROSION CONTROL WILL CONSIST OF SILT FENCE AND INLET PROTECTION. ONCE THE CONSTRUCTION IS COMPLETED ALL AREAS NOT PAVED WILL BE SEEDED AND MULCHED.

MANAGEMENT STRATEGIES

1. CONSTRUCTION WILL BE SEQUENCED SO GRADING OPERATIONS CAN BEGIN AND END AS QUICKLY AS POSSIBLE.
2. THE CONTRACTOR IS RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL EROSION & SEDIMENT CONTROL PRACTICES.
3. AFTER ACHIEVING ADEQUATE STABILIZATION, AND WITH WRITTEN AHJ APPROVAL, TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES WILL BE CLEANED AND REMOVED.

AL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL MEASURE WILL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE LATEST EDITION OF THE CALIFORNIA EROSION AND SEDIMENT CONTROL HANDBOOK.

CRITICAL EROSION AREAS

1. NO CRITICAL EROSION AREAS ARE ANTICIPATED. SILT FENCE, INLET PROTECTION, WILL BE USED DOWN STREAM OF THE PROPOSED CONSTRUCTION.

CONTRACTOR SHALL TAKE ANY NECESSARY STEPS TO ENSURE THAT NO SEDIMENT LEAVES THE SITE OR ENTERS THE EXISTING STORM SYSTEM.

STORM WATER MANAGEMENT

NO PROPOSED CHANGES TO AFFECT EXISTING STORM WATER MANAGEMENT. ALL STORM WATER WILL BE DIRECTED AS IS CURRENTLY EXISTING WITH NO ANTICIPATED CHANGES.

WETLANDS

THERE ARE NO KNOWN EXISTING WETLANDS ON THE SITE.

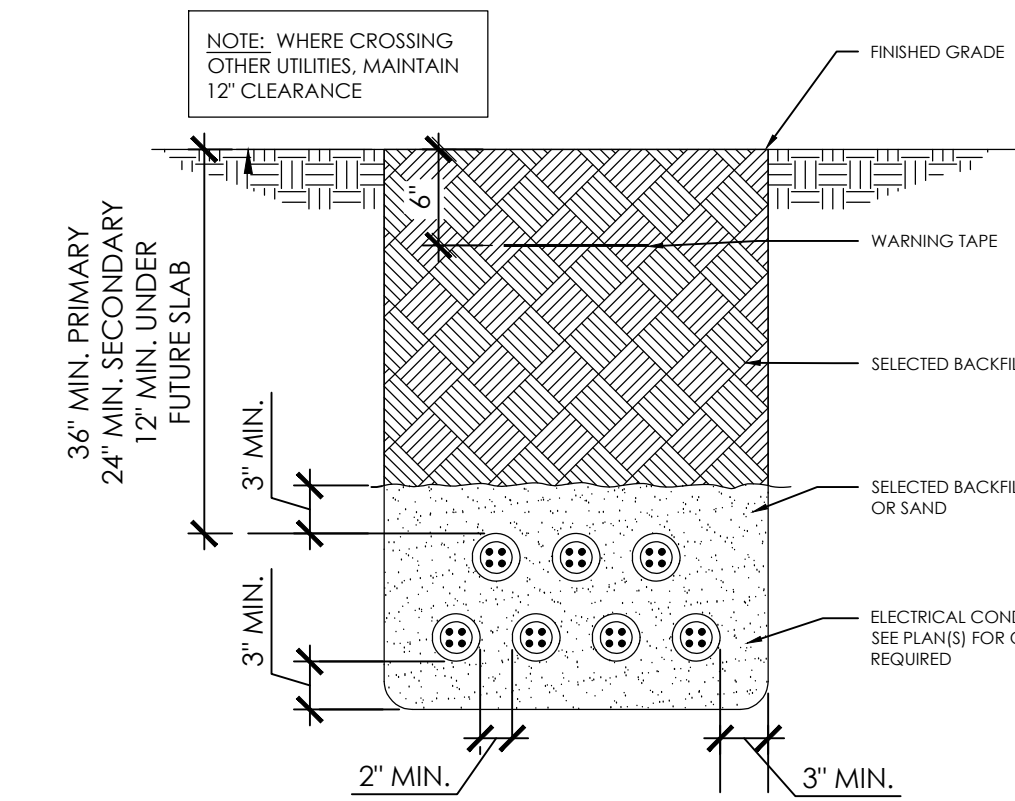
EXISTING LANDSCAPE ELEMENTS

PROJECT AREA IS WITHIN AN EXISTING LOT ADJACENT TO AN EXISTING BUILDING, AND CONTAINS MINIMAL EXISTING LANDSCAPING WITH NO PROPOSED CHANGES.



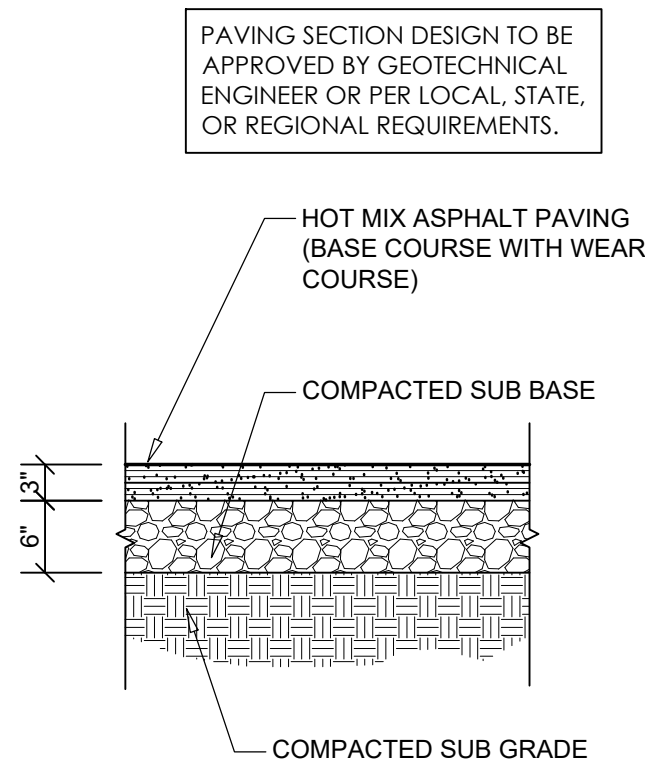
2 STANDARD MODULAR BUILDING ELEVATIONS

SCALE: 1/8" = 1'-0"



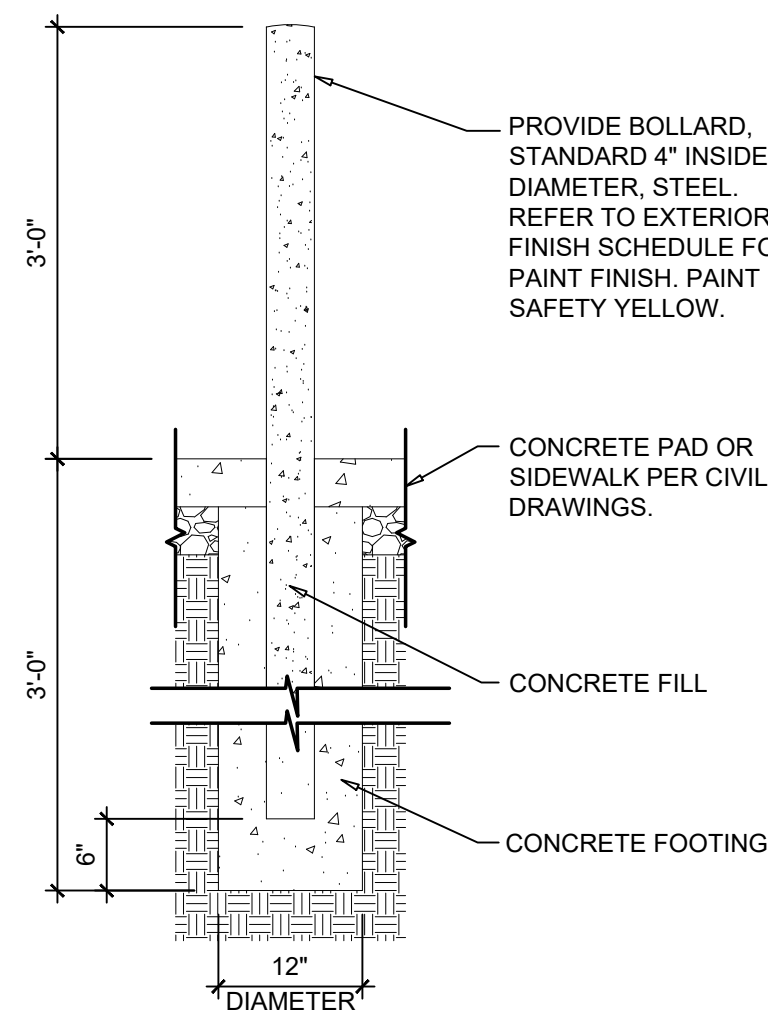
3 UNDERGROUND ELECTRICAL CONDUITS

SCALE: N.T.S.



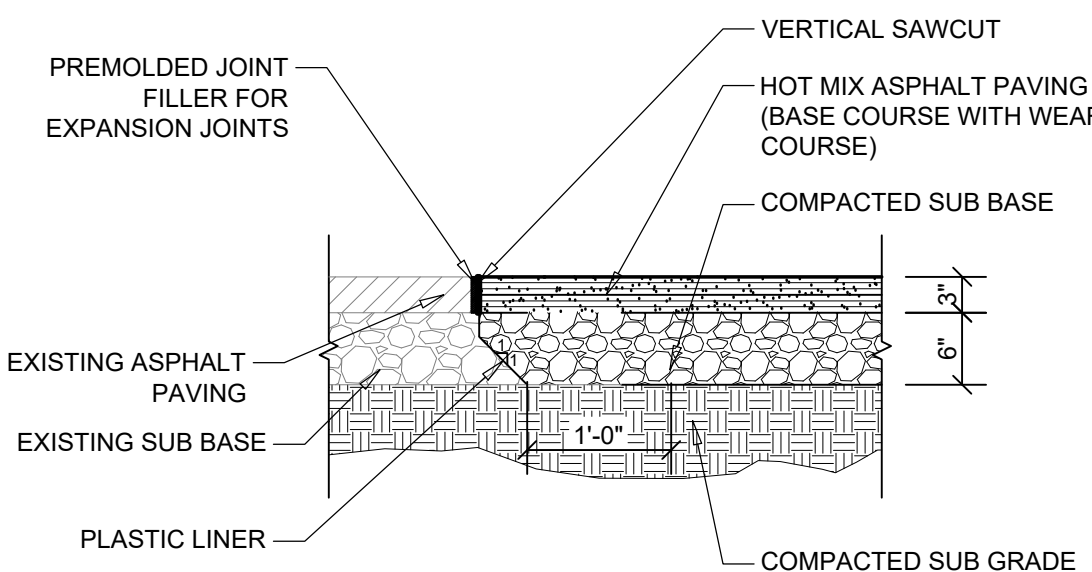
7 (OPTIONAL) ASPHALT PAVING DETAIL

SCALE: 3/4" = 1'-0"



4 STEEL BOLLARD DETAIL (OPTIONAL)

SCALE: 1-1/2" = 1'-0"



8 NEW ASPHALT TO EXISTING ASPHALT DETAIL

SCALE: 3/4" = 1'-0"

REACHSM
A Global Medical Response Solution



INTERIM REVIEW ONLY

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ARCHITECT OF RECORD:
NAME: ABBYE N. BOBBETT
LICENSE NO.: C-39034

PROJECT NUMBER: 24207 - RAUC
REVISION:

EXISTING TENANT IMPROVEMENTS
REACH AIR

1351 SOUTH STATE STREET
UKIAH MUNICIPAL AIRPORT
UKIAH, MENDOCINO COUNTY, CA 95482

A1.0
ARCHITECTURAL
SITE PLAN

DATE: DECEMBER 9, 2024



1 SITE DEMO PLAN
SCALE: 1"=20'



STATE OF CALIFORNIA LIMITATION

I HEREBY CERTIFY THAT THESE ENGINEERING DOCUMENTS WERE PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF CALIFORNIA.

04/01/24 04/01/24
ABBY L. THURMAN (DATE) BRENT L. COURTER (DATE)

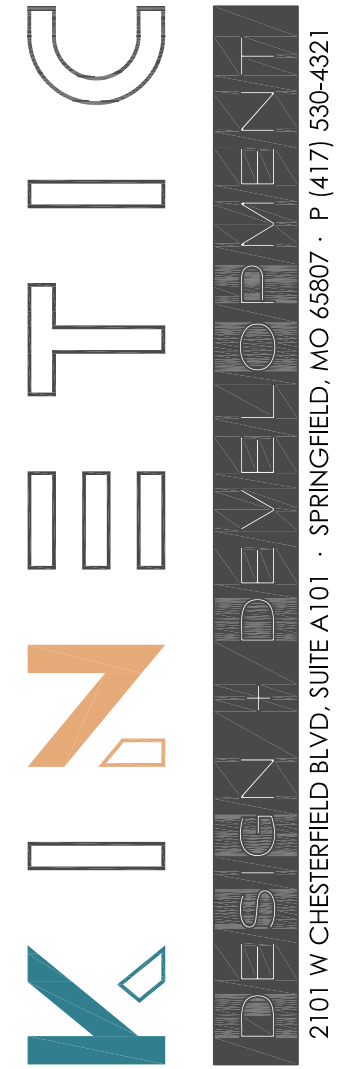
PAGES OR SHEETS COVERED BY THE SEAL: SU1.0, SU1.1, & SU2.1
ABBY L. THURMAN, LICENSE RENEWAL DATE IS JUNE 30, 2025
PAGES OR SHEETS COVERED BY THE SEAL: SU1.0 & SU1.1
BRENT L. COURTER, LICENSE RENEWAL DATE IS SEPTEMBER 30, 2025
PAGES OR SHEETS COVERED BY THE SEAL: SU1.0 & SU2.1

THE ABOVE-STATED DRAWINGS ARE VALID AND AUTHENTIC ONLY IF EACH COPIED SHEET BEARS THE SEAL, SIGNATURE, AND DATE AFFIXED TO THE ORIGINAL DRAWING BY THE ENGINEER.

THE AUTHORSHIP AND COPYRIGHT OF THE ABOVE STATED DRAWINGS AND SPECIFICATIONS REMAIN WITH SMITH-GOTH ENGINEERS INC. NO CHANGES BY OTHERS ARE AUTHORIZED. THEY ARE AN INSTRUMENT OF SERVICE AND ARE INTENDED FOR USE ON THE INDICATED PROJECT ONLY. THEY SHALL NOT BE REPRODUCED OR USED FOR ANY OTHER WORK WITHOUT THE WRITTEN PERMISSION OF THE ENGINEER.

DEMO KEY NOTES

- 1 EXISTING SANITARY SEWER SERVICE LINE SHALL BE DISCONNECTED FOR REMOVAL OF EXISTING MODULAR. FIELD VERIFY EXACT LOCATION.
- 2 EXISTING WATER SERVICE LINE SHALL BE DISCONNECTED FOR REMOVAL OF EXISTING MODULAR. FIELD VERIFY EXACT LOCATION.
- 3 EXISTING GENERAC GENERATOR TO BE DISCONNECTED AND RELOCATED. SEE SHEET SU2.1 FOR NEW LOCATION.
- 4 EXISTING 400A SERVICE TO BE DISCONNECTED FOR RELOCATION. SEE SHEET SU2.1 FOR NEW LOCATION.
- 5 EXISTING UNISTRUT AND OVERHEAD ELECTRIC SERVICE TO EXISTING MODULAR TO BE DISCONNECTED AND REMOVED.
- 6 EXISTING ATS PANELS TO BE DISCONNECTED FOR REMOVAL OF EXISTING MODULAR. SEE SHEET SU2.1 FOR NEW LOCATION.
- 7 EXISTING SINGLE WIDE MODULAR BUILDING TO BE REMOVED.



ENGINEER OF RECORD:
NAME: BRENT L. COURTER
LICENSE NO. 0047284

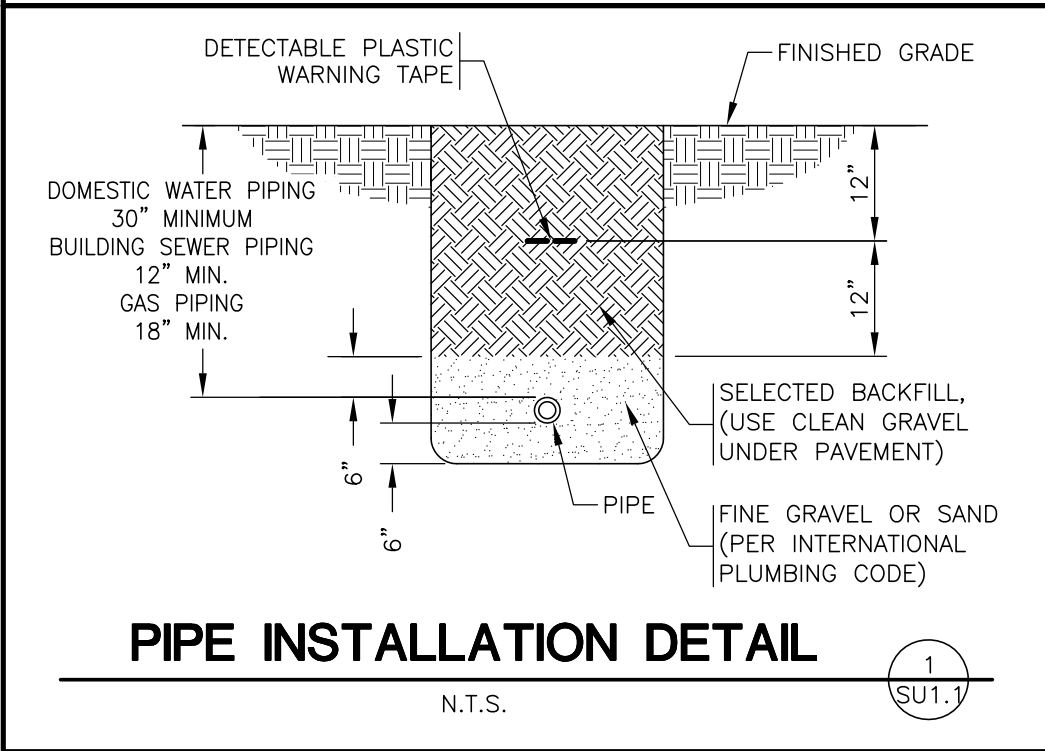
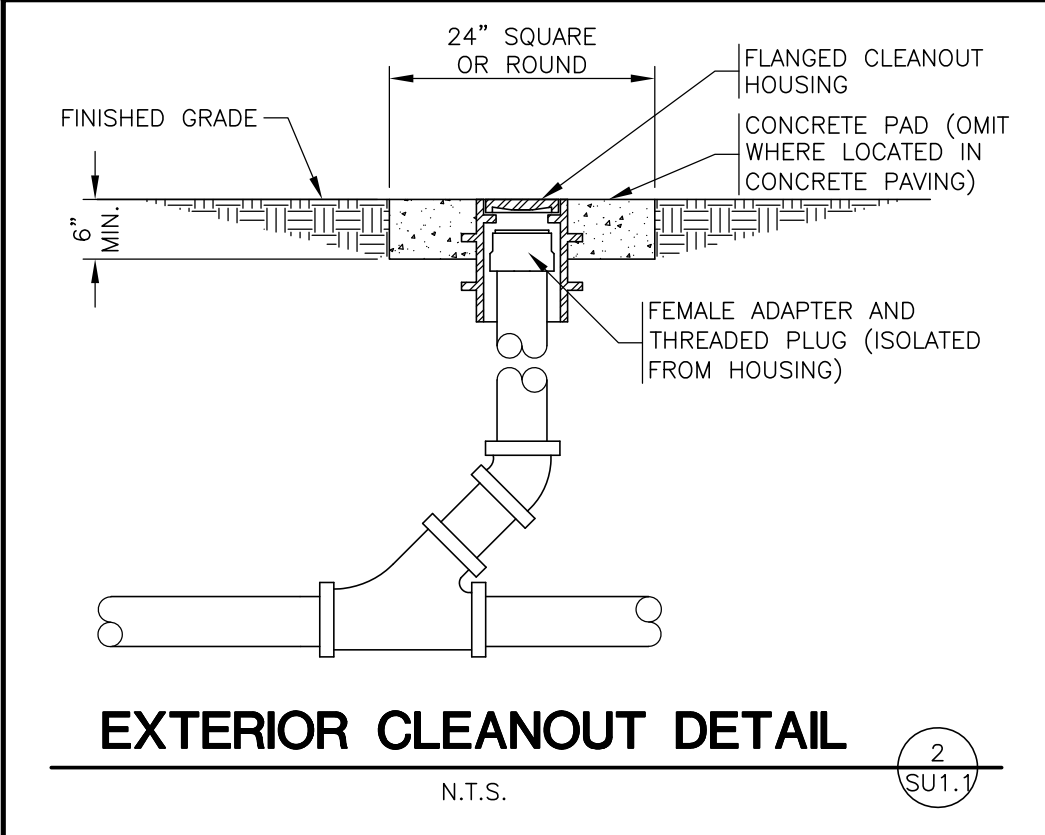
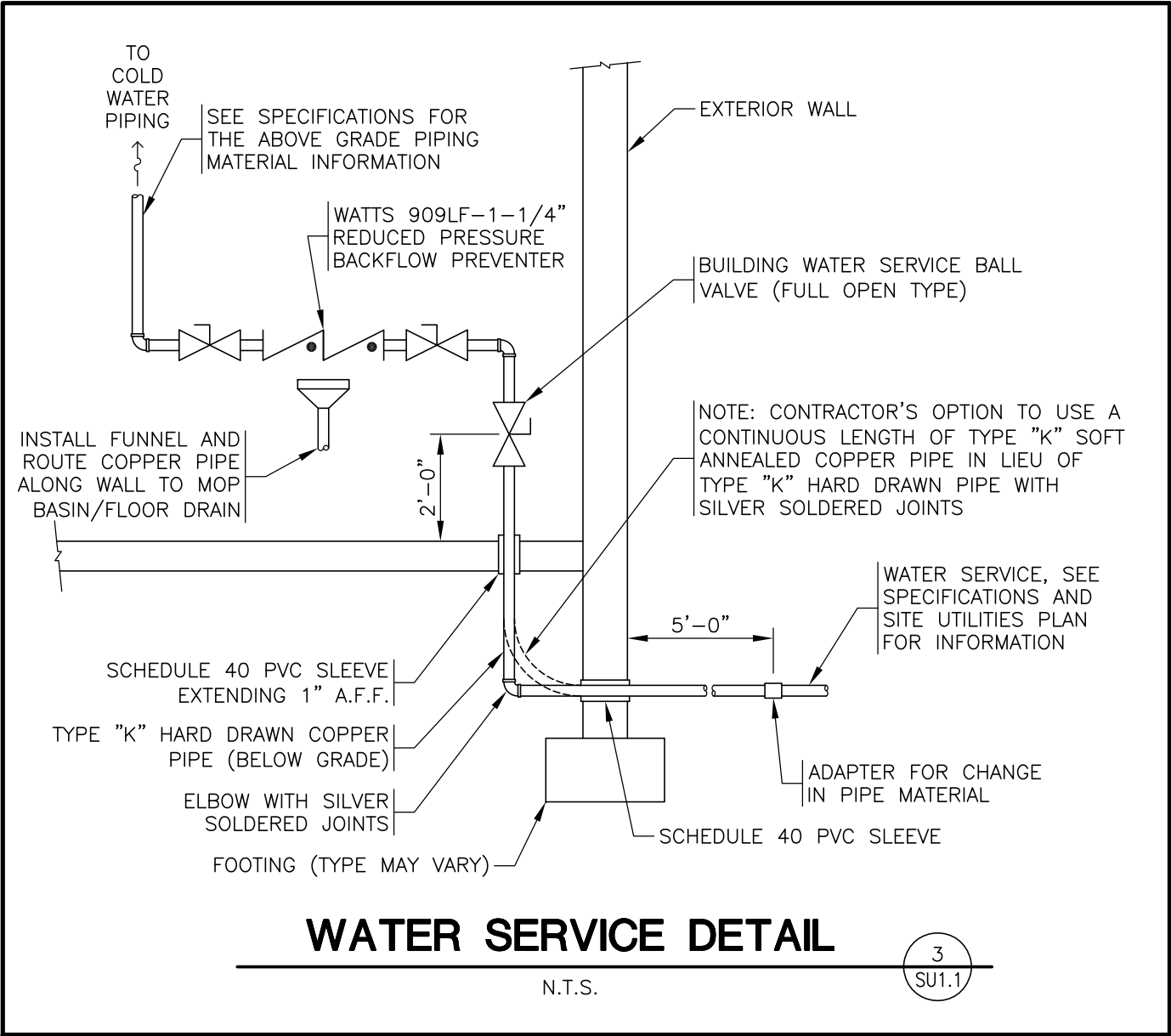
PROJECT NUMBER: 23041 RACO
REVISION:

EXISTING TENANT IMPROVEMENTS
REACH AIR
1351 SOUTH STATE STREET
UKIAH MUNICIPAL AIRPORT
UKIAH, MENDOCINO COUNTY, CA 95482



SU1.0
SITE DEMO PLAN

DATE: November 10, 2024



PLUMBING FIXTURE SCHEDULE								
MARK	DESCRIPTION	MANUFACTURER	MODEL NO.	ACCESSORIES	PIPING REQUIREMENTS			REMARKS
					WASTE	VENT	SUPPLY	
C.O.2	EXTERIOR CLEANOUT	ZURN	ZN-1474-G		PER PLAN	-	-	SAME SIZE AS LINE
NOTE: PIPE AND FITTING INFORMATION SHALL BE INCLUDED WITH THE PLUMBING FIXTURE SUBMITTALS.					SUBSTITUTIONS MUST BE REVIEWED PRIOR TO BID DATE			

EXISTING CONDITIONS NOTES	
1. THE CONTRACTOR IS OBLIGATED TO INSPECT FOR EXISTING CONDITIONS/INSTALLATIONS AND AVAILABLE INFORMATION PRIOR TO SUBMITTING A BID, REFER TO SPECIFICATIONS ALSO.	
2. EXISTING INSTALLATIONS (SUCH AS WATER MAINS/LINES, GAS MAINS/LINES, SEWER MAINS/LINES, TELEPHONE LINES, POWER LINES, AND UTILITY STRUCTURES IN THE VICINITY OF THE WORK TO BE DONE) ARE INDICATED ON THE DRAWINGS ONLY TO THE EXTENT THAT SUCH INFORMATION HAS BEEN MADE AVAILABLE TO OR DISCOVERED BY THE ENGINEER IN PREPARING THE DRAWINGS. THERE IS NO GUARANTEE AS TO THE ACCURACY OR COMPLETENESS OF SUCH INFORMATION, AND ALL RESPONSIBILITY FOR THE ACCURACY AND COMPLETENESS THEREOF IS EXPRESSLY DISCLAIMED.	
3. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR LOCATING ALL EXISTING INSTALLATIONS.	
4. ANY DELAY, ADDITIONAL WORK, FEES OR EXTRA COST TO THE CONTRACTOR CAUSED BY OR RESULTING FROM DAMAGE TO OR MODIFICATION OF EXISTING INSTALLATIONS BY THE CONTRACTOR OR AFFECTED UTILITY COMPANY SHALL NOT CONSTITUTE A CLAIM FOR EXTRA WORK, ADDITIONAL PAYMENT OR DAMAGES.	
5. THE CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONSTRUCTION PRIOR TO SUBMITTING HIS BID. NO EXTRAS WILL BE PAID DUE TO UNANTICIPATED EXISTING CONDITIONS/INSTALLATIONS.	
GENERAL NOTES	
1. ALL DRAWINGS ARE DIAGRAMMATIC AND SHALL NOT BE SCALED. REFER TO FIELD MEASUREMENTS FOR DIMENSIONS.	
2. THE CONTRACTOR SHALL COORDINATE WITH ALL STATE AND LOCAL BUILDING REGULATION AGENCIES AND UTILITY COMPANY(S) IN THE PROCUREMENT OF AND PAYMENT OF ALL PERMITS, LICENSES, FEES AND CHARGES REQUIRED FOR THE PERFORMANCE OF THE WORK.	
3. THE CONTRACTOR IS RESPONSIBLE FOR ALL FEES AND DIRECT EXPENSES INVOLVED IN ANY INSPECTION REQUIRED FOR THE PROJECT.	
4. SHOULD A DISCREPANCY BETWEEN CONTRACT DOCUMENTS AND SPECIFICATIONS OCCUR, CONTRACTOR SHOULD IMMEDIATELY NOTIFY THE ENGINEER FOR RESOLUTION BEFORE PROCEEDING WITH WORK.	
5. ADDITIONAL WORK BEYOND THE SCOPE OF THIS CONTRACT SHALL NOT BE AUTHORIZED EXCEPT AS DIRECTED BY THE ENGINEER AND WITH APPROVAL OF THE OWNER.	
6. THE CONTRACTOR SHALL PREPARE AND SEND SUBMITTALS TO THE ENGINEER OF ALL MATERIALS AND EQUIPMENT PROPOSED TO BE USED ON THE JOB AS SOON AS POSSIBLE AFTER AWARD OF THE CONTRACT. THE SUBMITTALS WILL BE REVIEWED BY THE ENGINEER FOR EQUAL QUALITY AND PERFORMANCE TO THE ITEMS SPECIFIED.	
7. ALL CONTRACTORS SHALL COOPERATE AND COORDINATE THEIR WORK WITH OTHER CONTRACTORS AND SUBCONTRACTORS ON THE PROJECT. COORDINATION DOES NOT MEAN "I WAS HERE FIRST".	
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING COMPLETE AND FUNCTIONAL SYSTEMS IN ACCORDANCE WITH THE INTENT OF THE PLANS, WHETHER OR NOT EVERY ELEMENT THEREOF IS SPECIFICALLY CALLED OUT.	
9. THE CONTRACTOR SHALL SCHEDULE AND EXECUTE ALL WORK WITH REGARD TO THE OWNER'S USE OF THE BUILDING DURING THE PERIOD OF CONSTRUCTION. VERIFY ALL POSSIBLE SCHEDULING CONFLICTS WITH THE OWNER'S REPRESENTATIVE.	
10. CONTRACTOR SHALL COORDINATE WITH THE SERVING "UTILITY COMPANY(S)" TO PROVIDE THE UTILITY SERVICE(S) AS SHOWN.	



UTILITY LINE LEGEND	
—WS—	WATER SERVICE
—S—	SANITARY SEWER
—SD—	STORM SEWER
—G—	GAS
—OEP—	OVERHEAD ELECTRIC PRIMARY
—OES—	OVERHEAD ELECTRIC SECONDARY
—UEP—	UNDERGROUND ELECTRIC PRIMARY
—UES—	UNDERGROUND ELECTRIC SECONDARY
—COM—	COMMUNICATIONS CONDUIT
—UT—	UNDERGROUND TELEPHONE
—FO—	FIBER OPTIC LINE
—FS—	FIRE SERVICE
⊘ _{SV}	SHUTOFF VALVE (EXISTING)
⊘ _{CO}	SEWER CLEANOUT (EXISTING)
⊙	SEWER MANHOLE (EXISTING)
⊕	WATER VALVE
⊖	SANITARY SEWER CLEANOUT
P.O.C.	POINT OF CONNECTION BETWEEN EXISTING AND NEW UTILITIES
⊕	LIGHT/UTILITY POLE

2101 W CHESTERFIELD BLVD, SUITE A101 - SPRINGFIELD, MO 65807 - P (417) 530-4321

DESIGN + DEVELOPMENT

TECHNICAL

PRELIMINARY
NOT FOR
CONSTRUCTION
OR PERMIT

ENGINEER OF RECORD:
NAME: BRENT L. COURTER
LICENSE NO. 0047284

PROJECT NUMBER: 23041 RACO
REVISION:

EXISTING TENANT IMPROVEMENTS

REACH AIR

1351 SOUTH STATE STREET
UKIAH MUNICIPAL AIRPORT
UKIAH, MENDOCINO COUNTY, CA 95482



- GENERAL ELECTRICAL NOTES
1.

ALL DRAWINGS ARE DIAGRAMMATIC AND ARE NOT TO BE SCALED. SEE THE ARCHITECTURAL PLANS AND FIELD VERIFY CONDITIONS FOR DIMENSIONS.
2.

ELECTRICAL WORK SHALL COMPLY WITH THE 2019 CEC.
3.

THE CONTRACTOR SHALL COORDINATE WITH ALL STATE AND LOCAL BUILDING REGULATION AGENCIES AND UTILITY COMPANY(S) IN THE PROCUREMENT OF AND PAYMENT OF ALL PERMITS, LICENSES, FEES AND CHARGES REQUIRED FOR THE PERFORMANCE OF THE WORK.
4.

THE CONTRACTOR IS RESPONSIBLE FOR ALL FEES AND DIRECT EXPENSES INVOLVED IN ANY INSPECTION REQUIRED FOR THE PROJECT.
5.

ALL WIRING SHALL BE IN CONDUIT. ALL UNDERGROUND CONDUIT SHALL BE PVC SCHEDULE 40 WITH RGS EELS. EXPOSED OUTDOOR LOCATIONS SHALL BE RGS. ALL INTERIOR CONDUIT SHALL BE EMT ABOVE GRADE. MC OR HCF/AC CABLE ALLOWED ONLY IN MAXIMUM 20' LENGTHS AND ONLY AT THE LOCATIONS SHOWN ON THE "ALLOWABLE RACEWAY INSTALLATIONS" DETAIL. APPLIANCES AND EQUIPMENT WITH MOTORS SHALL BE SERVED WITH FLEXIBLE METALLIC CONDUIT. FLEXIBLE METALLIC CONDUIT NOT ALLOWED FOR "HOME RUN" CIRCUITS BEYOND PERIMETER OF ROOM WHERE LOAD IS SERVED.
6.

COORDINATE ALL WORK WITH OTHER TRADES TO AVOID CONFLICTS. COORDINATION DOES NOT MEAN "I WAS HERE FIRST".
7.

ALL WIRING IN FINISHED SPACES SHALL BE CONCEALED, UNLESS NOTED OTHERWISE.
8.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING A COMPLETE AND FUNCTIONAL SYSTEM IN ACCORDANCE WITH THE INTENT OF THE PLANS, WHETHER OR NOT EVERY ELEMENT THEREOF IS SPECIFICALLY CALLED OUT.
9.

COORDINATE ALL EQUIPMENT ROUGH-IN CONNECTION REQUIREMENTS.
10.

ALL OUTLET BOXES SHALL BE METALLIC.
11.

RECEPTACLES INSTALLED IN RESTROOMS AND KITCHENS SHALL BE GFCI TYPE OR SHALL BE PROTECTED BY A GFCI DEVICE.
12.

ALL DEVICES SHALL BE EQUAL TO THE FOLLOWING:
SINGLE POLE SWITCHES --- HUBBELL #CS1221 SERIES
THREE WAY SWITCHES --- HUBBELL #CS1223 SERIES
RECEPTACLES --- HUBBELL #CR5362 SERIES
13.

USE DEVICE PLATES MANUFACTURED BY DEVICE MANUFACTURER. COLOR BY ARCHITECT OR OWNER.
14.

BRANCH CIRCUITS FEEDING EMERGENCY ILLUMINATION UNITS SHALL BE THE SAME BRANCH CIRCUIT AS THAT SERVING THE NORMAL LIGHTING IN THAT AREA AND CONNECTED AHEAD OF ANY LOCAL SWITCHES. SEE CEC ARTICLE 700.
15.

FEEDER AND BRANCH CIRCUIT CONDUCTORS SHALL BE COPPER, STRANDED, 600V THHN/THWN INSULATION. EXCEPTION: WIRE SIZES #10 AWG AND SMALLER SHALL BE SOLID.
16.

CONTRACTOR SHALL PROVIDE A TYPED CIRCUIT DIRECTORY FOR ALL PANELS.
17.

CONTRACTOR SHALL PROVIDE A ONE (1) YEAR WARRANTY ON ALL WORK PERFORMED.
18.

CONTRACTOR SHALL PROVIDE NEW WORKING LAMPS IN ALL FIXTURES AT JOB COMPLETION.
19.

CONTRACTOR SHALL ARRANGE FOR AND INCLUDE ALL PERMITS AND FEES FOR HIS SCOPE OF WORK.
20.

APPROVED MANUFACTURERS FOR PANELBOARDS:
--- CUTLER HAMMER --- SIEMENS
--- GE --- SQUARE D
21.

SUBMIT FOR APPROVAL SIX SETS OF MANUFACTURER'S DATA ON ALL LIGHTING FIXTURES, SWITCHES, RECEPTACLES, SWITCH GEAR AND SAFETY SWITCHES.
22.

GROUNDING AND BONDING SHALL BE IN COMPLIANCE WITH ARTICLE 250 OF THE CEC.
23.

LIGHTING FIXTURES SHALL BE SPECIFICATION GRADE, LAMPED AND BALLASTED AS SCHEDULED.
24.

OUTLETS BOXES SHALL BE 4" SQUARE WITH SINGLE AND DOUBLE GANG PLASTER RING. BOXES SHALL BE PRESSED STEEL KNOCKOUT TYPE. INSTALL BOXES SQUARE AND PLUMB. SECURELY FASTENED AND FLUSH WITH THE FINISHED SURFACE.
25.

INSTALL ALL CONDUIT PARALLEL AND PERPENDICULAR TO THE LINES OF THE BUILDING STRUCTURE. SUPPORT CONDUIT WITH MANUFACTURED HANGERS AND SPACED IN COMPLIANCE WITH THE CEC.
26.

COORDINATE PROPER CLEARANCE OF EQUIPMENT INDICATED WITH OTHER WORK IN THAT AREA.
27.

UNLESS NOTED OTHERWISE, THE FOLLOWING SHALL BE THE HEIGHT TO THE CENTER OF THE OUTLET FROM FINISHED FLOOR:
LIGHT SWITCHES---48" AFF
CONVENIENCE OUTLETS---16" AFF
THERMOSTATS---48" AFF
TELEPHONE OUTLETS---16" AFF
DATA OUTLETS---16" AFF
28.

BOND ALL NON-CURRENT CARRYING METAL PARTS OF SERVICE ENTRANCE EQUIPMENT (INCLUDING METER ENCLOSURE) PER CEC.
29.

BOND ALL INTERIOR BUILDING SYSTEM PIPING PER CEC.
30.

ALL BRANCH CIRCUITS SHALL HAVE AN EQUIPMENT GROUNDING CONDUCTOR ROUTED WITH THE CIRCUIT CONDUCTORS. THIS MEANS ALL CONDUITS MUST HAVE A GREEN WIRE INSTALLED IN THEM AND SIZED IN ACCORDANCE WITH TABLE 250.122 OF THE CEC.
31.

IF THE BUILDING'S HVAC SYSTEM UTILIZES THE PLENUM ABOVE THE CEILING FOR RETURN AIR THEN THE E.C. SHALL AVOID THE INSTALLATION OF ANY COMBUSTIBLE INSULATION, PVC CONDUIT AND LOW VOLTAGE WIRING THAT IS NOT RATED FOR USE IN PLENUMS.
32.

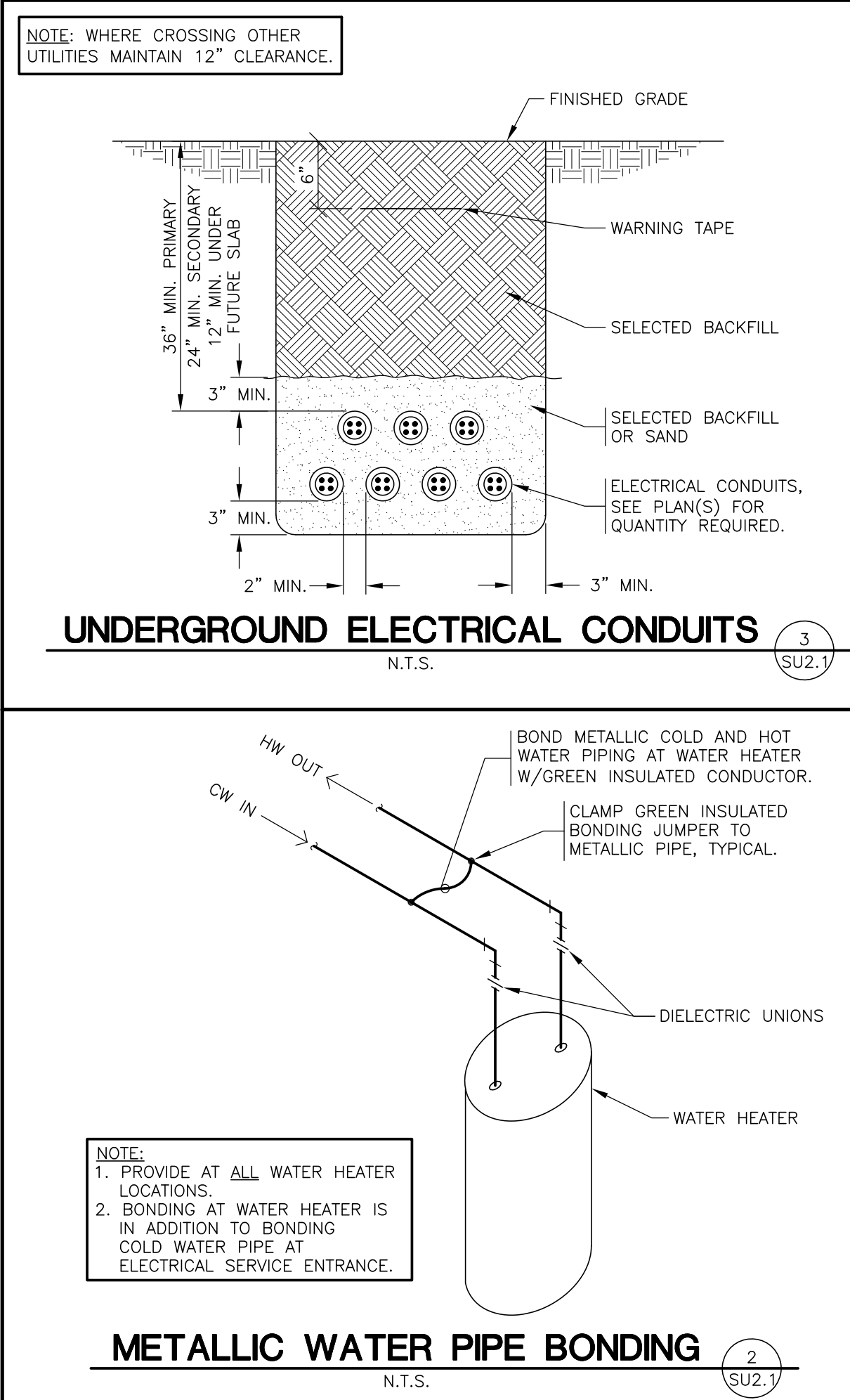
MULTIWIRE BRANCH CIRCUITS WITH A "SHARED NEUTRAL" ARE NOT ALLOWED FOR SINGLE PHASE CIRCUITS.



1

SITE ELECTRICAL PLAN

SCALE: 1"=20'



CIRCUITS 1-7 TO BE RELOCATED FROM EXISTING EMERGENCY PANEL ON SINGLE-WIDE TO-BE-DEMOED MODULAR BUILDING.

ATS		EXISTING PANELBOARD SCHEDULE											
MAINS:		200A MAIN LUGS ONLY			VOLTAGE: 240			ACCESSORIES:			NOTES:		
TYPE:		EXISTING			PHASE: 1Ø, 3W			1. EQUIPMENT GROUND BAR					
MOUNTING:		SURFACE			WIDTH: 20			2.					
SCCR:		EXISTING			SPACE(S): 14			3.					
CKT	CKT BRK	WIRE	LOAD DESCRIPTION	(VA)	A (VA)	B (VA)	C (VA)	(VA)	LOAD DESCRIPTION	WIRE	CKT BRK	CKT	
1	20A/1P	EX.	LIGHTS	0	0			0				2	
3	20A/1P	EX.	REC. - COMPUTER	0		0		0	SPARE	EX.	30A/2P	4	
5	20A/1P	EX.	REFRIGERATOR	0			0	0	TEMP. FUEL TRAILER	EX.	20A/1P	6	
7	20A/1P	EX.	CAL STAR ANTENNA	0	0			0	TEMP. FUEL TRAILER	EX.	20A/1P	8	
9	20A/1P	EX.	HELIPAD OUTLET	0			0	0	SPARE	EX.	15A/1P	10	
11	20A/1P	EX.	FUEL TRAILER OUTLET POST	0			0	0	SPARE	EX.	15A/1P	12	
13	20A/1P	EX.	FUEL TRAILER OUTLET POST	0	0			0	SPARE	EX.	15A/1P	14	
TOTAL PHASE A (VA)		TOTAL PHASE B (VA)		TOTAL PHASE C (VA)		TOTAL CONNECTED LOAD (VA)		TOTAL AMPS					
0		0		0		0		0.0000					

MDP			EXISTING PANELBOARD SCHEDULE											
MAINS: 400A MAIN LUGS ONLY			VOLTAGE: 240					ACCESSORIES:			NOTES:			
TYPE: EXISTING			PHASE: 1Ø, 3W					1. EQUIPMENT GROUND BAR						
MOUNTING: SURFACE			WIDTH: 20					2.						
SCCR: EXISTING			SPACE(S): 40					3.						
CKT	CKT	BRK	WIRE	LOAD DESCRIPTION	(VA)	A (VA)	B (VA)	C (VA)	(VA)	LOAD DESCRIPTION	WIRE	CKT	BRK	CKT
1			SEE PLAN	ATS	0	0			0	CREW SUBPANEL	EX.	200A/2P		2
3	100A/2P				0		0		0					4
5	20A/1P	EX.		EXISTING (?)	0			0	0	COMM. CAB. OUTLET	EX.	20A/1P		6
7	20A/1P	EX.		EXTERIOR OUTLET	0	0			0	SPACE				8
9				SPACE	0		0		0	SPACE				10
11				SPACE	0			0	0	SPACE				12
13				SPACE	0	0			0	SPACE				14
15				SPACE	0			0	0	SPACE				16
17				SPACE	0			0	0	SPACE				18
19				SPACE	0	0			0	SPACE				20
21				SPACE	0			0	0	SPACE				22
23				SPACE	0			0	0	SPACE				24
25				SPACE	0	0			0	SPACE				26
27				SPACE	0			0	0	SPACE				28
29				SPACE	0			0	0	SPACE				30
31				SPACE	0	0			0	SPACE				32
33				SPACE	0			0	0	SPACE				34
35				SPACE	0			0	0	SPACE				36
37				SPACE	0	0			0	SPACE				38
39				SPACE	0			0	0	SPACE				40
TOTAL PHASE A (VA)			TOTAL PHASE B (VA)			TOTAL PHASE C (VA)			TOTAL CONNECTED LOAD (VA)			TOTAL AMPS		
0			0			0			0			0.0000		

ELECTRICAL CONTRACTOR NOTES

- ELECTRICAL CONTRACTOR SHALL VERIFY ALL ELECTRICAL SERVICE LOCATIONS, SIZES, ROUTES, NECESSARY EQUIPMENT AND RESPONSIBILITIES WITH UTILITY COMPANY PRIOR TO ROUGHING IN.
- ALL EXISTING SERVICE ENTRANCE EQUIPMENT SHALL BE REMOVED AND REPLACED WITH EQUIPMENT AS SPECIFIED IN THESE DRAWINGS.

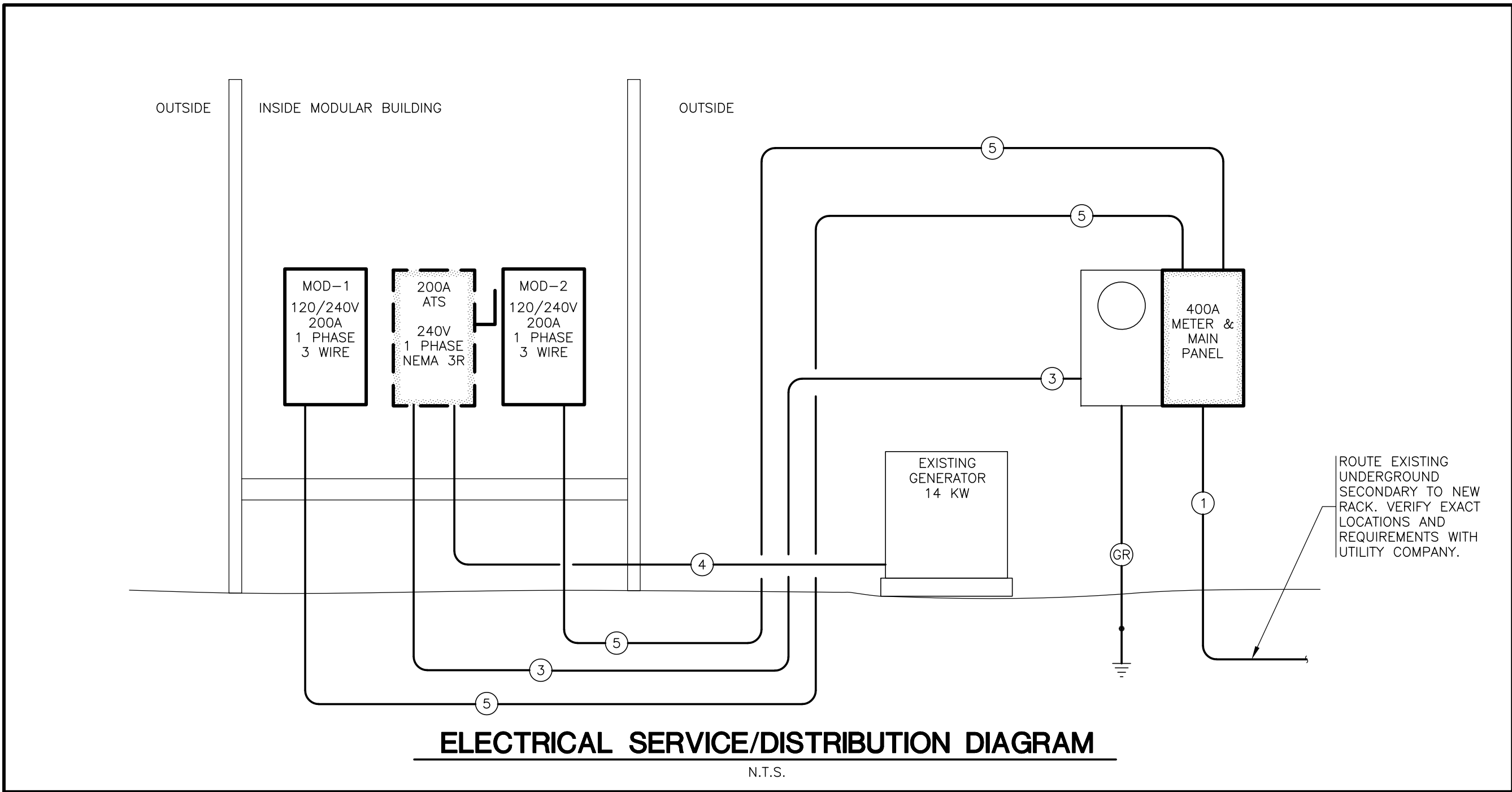
ELECTRICAL EQUIPMENT NOTES

- BOND ALL INTERIOR BUILDING SYSTEM PIPING PER NEC.
- ALL BRANCH CIRCUITS SHALL HAVE AN EQUIPMENT GROUNDING CONDUCTOR ROUTED WITH THE CIRCUIT CONDUCTORS. THIS MEANS ALL CONDUITS MUST HAVE A GREEN WIRE INSTALLED IN THEM AND SIZED IN ACCORDANCE WITH TABLE 250.122 OF THE NEC.
- VERIFY ALL ELECTRIC SERVICE REQUIREMENTS AND COORDINATE CONNECTION WITH OWNER PRIOR TO ORDERING OF EQUIPMENT.
- ALL ABOVE GRADE CONDUIT SHALL BE EMT/RGS. BELOW GRADE CONDUIT BETWEEN ELLS SHALL BE SCHEDULE 40 PVC. EMPTY CONDUIT SHOULD INCLUDE A PULL WIRE. BELOW GRADE PRIMARY ELLS ARE 36" RAD R.G.S.. BELOW GRADE SECONDARY ELLS ARE 24" RAD RGS. PVC ELBOWS ARE NOT ALLOWED!
- SEE SITE UTILITIES PLAN FOR TRANSFORMER LOCATIONS.
- BOND ALL NONCURRENT CARRYING METAL PARTS OF SERVICE EQUIPMENT (INCLUDING METER ENCLOSURE) TO GROUNDING ELECTRODE AS REQUIRED, PER NEC ARTICLE 250.
- ALL ELECTRIC SERVICE EQUIPMENT, PANELBOARDS, CIRCUIT BREAKERS, AND FUSED SWITCHES SHALL HAVE A MINIMUM INTERRUPTING RATING AS SHOWN, IN ACCORDANCE WITH NEC ARTICLE 110.
- THE GROUNDED NEUTRAL CONDUCTOR SHALL BE RUN TO AND BONDED TO EACH SERVICE DISCONNECTING MEANS ENCLOSURE IN ACCORDANCE WITH NEC ARTICLE 250.
- BONDING OF OTHER ENCLOSURES SHALL BE IN ACCORDANCE WITH NEC ARTICLE 250.

FEEDER SCHEDULE

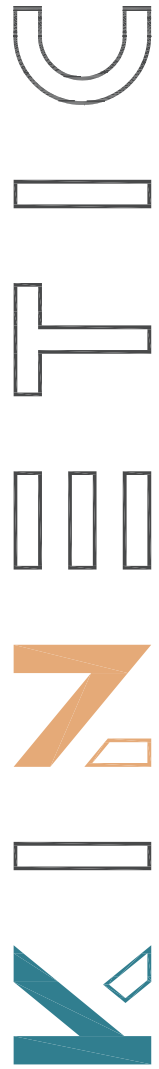
- ELECTRIC SECONDARY - TWO(2) 2" CONDUITS WITH THREE(3) #3/0s IN EACH
- NOT USED
- EXISTING CONDUIT WITH THREE(3) #3s MCM THWN AND ONE(1) #8 GROUND IN EACH
- 1" CONDUIT WITH 3 #4s THWN AND ONE(1) #8 GROUND
- ONE(1) 2" CONDUIT WITH THREE(3) #3/0 AND ONE(1) #6 GROUND
- #1/0 COPPER GROUND TO 8"x5/8" COPPER GROUND ROD

- NOTES:
- ALL CONDUCTORS SHALL BE COPPER.
 - PVC CONDUIT IS NOT ALLOWABLE FOR FEEDER CONDUIT ABOVE GRADE.



ELECTRICAL SERVICE/DISTRIBUTION DIAGRAM

N.T.S.



201 W CHESTERFIELD BLVD, SUITE A101 - SPRINGFIELD, MO 65807 - P (417) 530-4321

PRELIMINARY
NOT FOR
CONSTRUCTION
OR PERMIT

ENGINEER OF RECORD:
NAME: BRENT L. COURTER
LICENSE NO. 0047284

PROJECT NUMBER: 23041 RACO
REVISION:

EXISTING TENANT IMPROVEMENTS

REACH AIR

1351 SOUTH STATE STREET
UKIAH MUNICIPAL AIRPORT
UKIAH, MENDOCINO COUNTY, CA 95482



3855 S. JEFFERSON AVE. P: 417-882-2200
SPRINGFIELD, MO 65807 F: 417-882-1188
WWW.SMITHGOTH.COM

SU2.2
ELECTRICAL
SCHEDULES

DATE: November 10, 2024

DRAWING INDEX

- SHEET 1: SPECIFICATIONS AND CONDITIONS
SHEET 2: FLOOR PLAN, STRUCTURAL LEGEND, WINDOW AND DOOR SCHEDULE, PLUMBING SCHEDULE, DETAILS
SHEET 3: ELECTRICAL PLAN, ELECTRICAL LEGEND, ELECTRICAL CALCS AND ELECTRICAL NOTES
SHEET 4: REFLECTED CEILING PLAN, HVAC PLAN AND HVAC SCHEDULE
SHEET 5: PLUMBING SCHEMATICS AND DETAILS
SHEET 6: EXTERIOR ELEVATIONS AND BUILDING CROSS-SECTION

DEALER:
PACIFIC MOBILE STRUCTURES
PROJECT:
R-3 OCC APPLE VALLEY, CA
24X60
PMI- 6079-2460

STANDARD REQUIRED INFORMATION ON USE AND LOCATION OF FACTORY-BUILT BUILDING

1. PROPOSED ADDRESS 13800 CA-18 PROVIDENCE ST.
AND/OR LOCATION OF UNIT. APPLE VALLEY, CA 92307
2. EXPLANATION OF BUILDING USE OFFICE / R3 HOUSING
3. SET TYPE PAD/PIER ABOVE GRADE
ASSUMED F.F. TO BE 36" A.F.G.

MANUFACTURER:

MANUFACTURER & ADDRESS PHOENIX MODULAR
3301 W. MADISON ST.
PHOENIX, AZ. 85043
PHOENIXMODULAR.COM
(SEE WEBSITE FOR WARRANTY INFORMATION)

DESIGN CRITERIA / LOADS:

NO OF MODULES. 2
BUILDING SQ.FT. 1400
TYPE OF CONSTRUCTION. V8
OCCUPANCY USE GROUP. R3
OCCUPANCY LOAD. 7
FLOOR LIVE LOAD. 100 psf. (2000 lb concentrated)
ROOF LIVE LOAD. 20 psf.
ROOF DEAD LOAD. 12 psf.
ROOF SNOW LOAD. 30 psf.
WIND LOAD. 2022 CBC - 115 MPH, EXP. C
OCCUPANCY/RISK CATG. II
SEISMIC Ss=3.730, S1=1.389
Site Class 'D'
Design Category 'E'
PERMISSIBLE GAS TYPE. N/A
CLIMATE ZONE. 14
NAME AND DATE OF CODES:
CA: 2022 CBC, 2022 CPC, 2022 CMC, 2022 CEC,
2022 CA Energy, & 2022 CBC Chapter 11B Accessibility



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DEALER:
PACIFIC MOBILE STRUCTURES

PROJECT:
R-3 OCC APPLE VALLEY, CA

MODEL NUMBER:

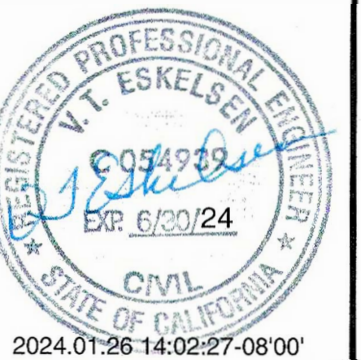
STATES:
CA

SERIAL NUMBERS:
PMI- 6079-2460

DRAWN BY:
KB / BS

PLOT DATE:
1/26/2024

REV # / DATE:



V.T. ESKELSEN, P.E.
DESIGN ENGINEER
3301 W. MADISON ST.
PHOENIX, AZ 85043
(602) 447-6460

SHEET:

1
OF
6

FRAME / CHASSIS:
Frame Type: Basement
Quantity: (2) EA
Size: 11'-7 1/4" X 59'-10 1/2"
Type: Outrigger @ 96" O.C.
Crossmember @ 96" O.C.
Module line Clips @ 96" O.C.
Main Rails @ 99 1/2" O.C.
Beam Size: 12" Jr. I-beam
Axles: Modules 1: Qty: Quad 6000# rated with (All) brake
Offset: None
Modules 2: Qty: FIVE 6000# rated with (All) brake
Offset: 4" (Toward sidewall / See detail 1/1)
Hitch: Detachable with Standard Hitch
Tires: 8x14.5 14 ply rated
Additional Frame / Chassis Items Included in Quoted Price:
Item 1: None

FLOOR CONSTRUCTION:
Floor Joist: 2X8 #2 HF equal or better
Joist Length: 133'-7/8"
Joist Spacing: 16" O.C.
Floor: Single layer 1/2" T&G Plywood.
Insulation: R-30 unfaced fiberglass batt (2-layer of R-15)
Bottom: Reinforced Plastic
Additional Floor Items Included in Quoted Price:
Item 1: See Floor Framing detail 3/WVS.
Item 2: See detail 4/2 for bottom belly

EXTERIOR WALL CONSTRUCTION:
Framing: Stud: 2X6 #2 HF equal or better @ 16" O.C.
Top Plate: Double 2X6 #2 HF equal or better
Bottom Plate: Single 2X6 #2 HF or better
Header: (3) 2x4 header with (2) 1/2" shim at all exterior openings (UNO)
Insulation: R-21 Kraft back fiberglass batt
Siding Type: 7/16" LP Smart-panel vertical siding (8" grooves) with barricade wrap underlayment.
Sidewall Height: See cross section for heights
Additional Exterior Wall Items Included in Quoted Price:
Item 1: Ship loose header at Door 01 & 04. See Detail 3/5 & 4/5.
Item 2: 2x2 Galvanized flashing under corner trim (See detail 5/2) Z-bar at floor (See detail 4/2)
Item 3: See detail 5/6 for window flashing, detail 3/6 for window and door framing, and detail 4/2 for floor bottom.

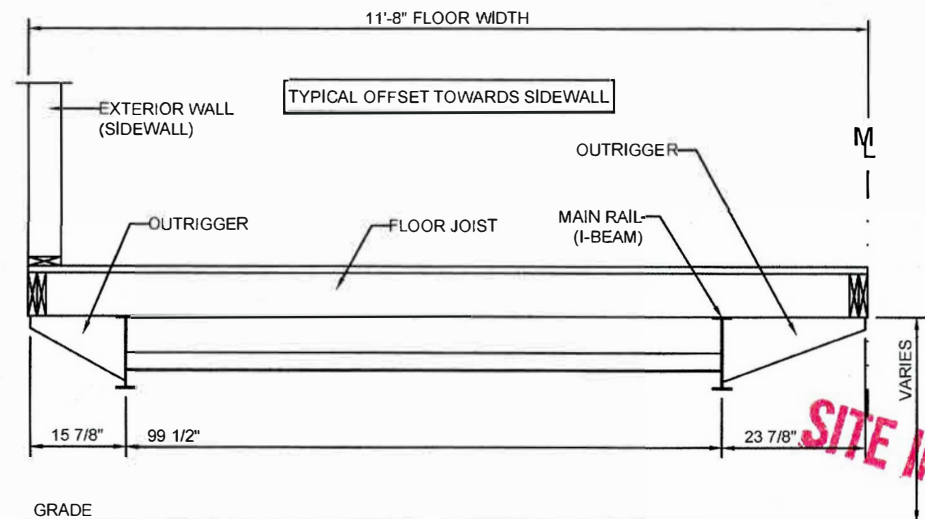
INTERIOR WALL CONSTRUCTION:
Framing: Stud: 2X4 #2 HF equal or better @ 16" O.C.
Top plate: Single 2X4 #2 HF equal or better (Double as needed)
Bottom plate: Single 2X4 #2 HF or better bottom plate
Stud length: Full Height to roof decking (See hatching on floor plan)
Stud length: 92'-5/8" (Ceiling Ht.) REMAINDER
Insulation: R-11 unfaced battens (all walls) (Ceiling Ht.)
Additional Interior Wall Items Included in Quoted Price:
Item 1: Blocking for future T.V. See Floor Plan for location and Detail 2/3 for mounting height.
Item 2: See Detail 3/2 for interior columns.
Item 3: Ship loose header at Door 04. See Detail 3/5.
Item 4: Ship loose header at Door 01. See Detail 4/5.
Item 5: Post Height 108'-1/8"

ROOF CONSTRUCTION:
Roof Type: MONO (Sloped from mateline to side walls)
Roof Slope: 1/4 in 12
Rafter size: 2X10 #2 HF equal or better
(Roof diaphragm chord strap 'HTT5' at rafters installed at Factory, see 2/2)
Rafter Length: Angle cut
Spacing: 24" O.C. (Sheathing clips required)
Mate Beam: Multi-layer plywood
Height: 28" (flat)
Length: 60'
No. of Layers: 4
No. of Beams: 2
Insulation: R-30 unfaced fiberglass batt with support netting
Sheathing: 1/2" 24/0 Sheathing
Roofing: 45 mil single ply EPDM over 1/2" Gypsum
Color: White
Additional Roof Items Included in Quoted Price:
Item 1: 6" overhangs at side walls and end walls. See Detail 9/2.
Item 2: Unlined LP Soffit
Item 3: H2.5 clips at side wall ends of all rafters.
Item 4: Blocking at rafters for fire rated walls (see Detail 2/1).
Item 5: J-Rail to be installed with grommets and screws (See Detail 8/2).
Item 6: See detail 4/6 for trim installation.
Item 7: Add 2x4 runner centerline on underside of rafters, 8' from each end, fastened with (2) 10d, nails each rafter. (See Detail 6/6)

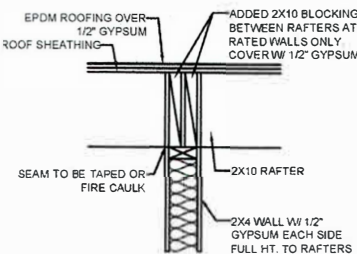
EXTERIOR/INTERIOR DOORS: (SEE DOOR SCHEDULE)

WINDOWS: (SEE WINDOW SCHEDULE)

FINISHES:
FLOOR COVERING:
Type 1: 1/8" V.C.T. Tile to be 50% OFFSET.
Hold back tile (5 1/2") at each side of the matelines.
Location: (THRU-OUT)
Color to be: (TBD)
BASE:
Cove Base 1: 4" Vinyl cove.
Location: (THRU-OUT)
Color to be: (TBD)
WALLS:
Covering 1: 1/2" vinyl covered gypsum (ceiling ht) over Full Ht. 1/2" gypsum (fire taped as required) full height to roof deck
Location: (SLEEPING ROOMS) see hatching
Covering height: 8'
Color to be: (TBD).
Covering 2: 1/2" vinyl covered gypsum
Location: (REMAINDER)
Covering height: 8'
Color to be: (TBD).
Covering 3: Standard FRP panels (ALL WALLS)
Location: (Restrooms)
Covering height: 4'
Color: (White)
Covering 4: Standard FRP panels above shower stalls to ceiling
Location: (Restrooms and at Mop Sink)
Covering height: 4'
Color: (White)
Covering 5: (1) 3/4"x32"x8" fire treated plywood painted (white) with (1) stamp exposed.
Location: (OFFICE 101) see plan
BLOCKING:
Blocking 1: 2x blocking in wall. See Electrical Plan for location and detail 3/2.
TRIM:
Wall Trim 1: Vinyl Covered trim
Color to be: (To match VCG)
CEILING:
Type 1: 2'x4' HEAVY DUTY T-Grid w/ Struts & wires
(Armstrong Tile #1729A or Equal)
Height: 7'-10"
Type 2: 2'x4' HEAVY DUTY T-Grid w/ Struts & wires
(Armstrong Kitchen Zone #672 (VINYL WASHABLE) or Equal)
Location: RESTROOMS AND UTILITY ROOM
Height: 7'-10"
Installed at factory, held back at module lines.
Completion of ceiling installation on-site by others; not in PMI's scope.
EXTERIOR
Siding body: Color: (TBD) 8' sheets
Hood: Color: (TBD)
Corner trim: Color: (TBD)
Door & window trim: Color: (TBD)
Bottom horizontal trim: Color: (TBD)
Intermediate horizontal trim: Z-bar only separates hood & body Color: (TBD)
Top horizontal trim: Color: (TBD)
Module line trim: Color: (Match hood above intermediate horizontal trim & match body below)
Soffit: Color: (TBD)
All paint to be: Satin Finish (Sherwin Williams)
CLOSEUP:
Type: Single Unit or Medium or Soft
Notes: Module WILL exceed 12'-0" (Including door hardware and lights)
APPLIANCES:
None provided
ACCESSORIES:
Base Cabinets: 9.25 L.F. (Includes ADA Apron at double sink - see Section 7/5)
Interior Color: White Melamine
Exterior Color: (TBD) Laminate
Upper Cabinets: 12.25 L.F.
Interior Color: White Melamine
Exterior Color: (TBD) Laminate
Counter: 16 LF of 25'-1/2" wide Laminate Countertop
Backsplash: 4"
Edge Type: Rolled
Color: (TBD)
Counter: 18 LF of 25'-1/2" wide Laminate Countertop (see Detail 9/5)
Backsplash: NONE
Edge Type: Square
Color: (TBD)
Supports: (5) Surface mount (see Detail 8/5)
Grommets: (3) 2" (Black)
File Cabinet: (2) 3-Drawer Legal size (Black)
SKIRTING:
NONE PROVIDED



1 AXLE OFFSET
3/8"=1'-0" MODULE 2



2 BLOCKING AT RAFTERS
1/2"=1'-0"

APPROVED
BASED ON THE REQUIREMENTS OF THE CALIFORNIA CODE OF REGULATIONS, CCR TITLE 25, CH 3, SUB-CHAPTER 2 (COMMERCIAL MODULAR)
PLAN APPROVAL # PFS-2162834
APPROVAL DATE: FEB - 5 2024
EXPIRES: MAY 2025
APPROVAL IS LIMITED TO THE MODULAR PORTION ONLY
PFS Corporation -- Los Angeles, CA

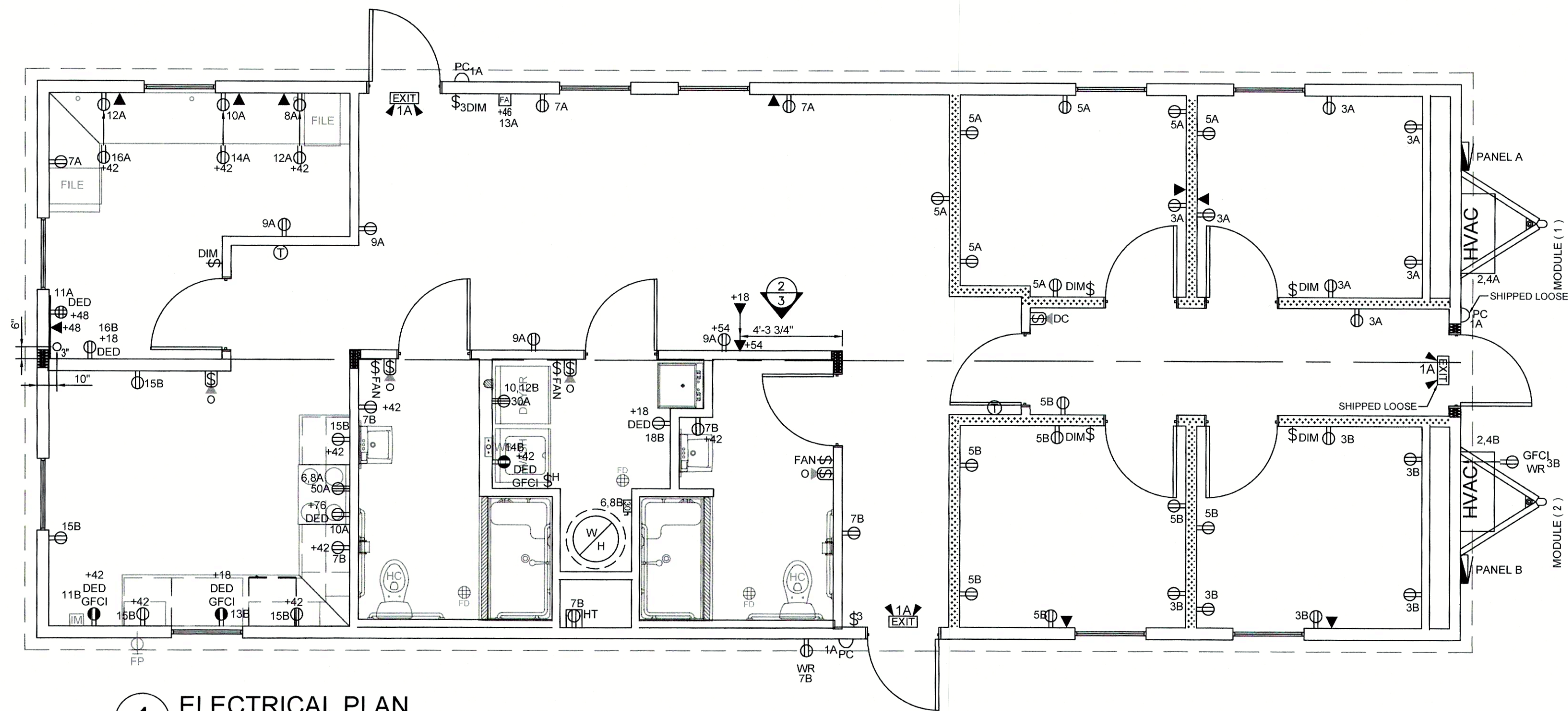
SITE INSPECTION REQUIRED

Poposed 1,440 sf Crew Quarters Example Schematics

- ☐ APPROVED
☐ APPROVED EXCEPT AS NOTED
☐ REVISE AND RESUBMIT

BY: _____ DATE: _____

"PLEASE REVIEW DRAWINGS AND SPECIFICATIONS CAREFULLY. WHILE EVERY EFFORT IS MADE TO ASSURE THE DRAWINGS REFLECT THE EXPECTATIONS AND QUOTATION, THE FINAL CONSTRUCTION WILL BE BASED SOLELY ON THE SPECIFICATIONS AND DRAWINGS APPROVED."



1 ELECTRICAL PLAN
1/4"=1'-0"

Main Breaker: 22kAIC		200 AMP 120/240V 1 PHASE				EXTERIOR: NEMA 3R	
WS	Description	Circuit	BRK	A	B	BRK	Description
12	Lights ARC-FAULT BREAKER	1	20	862	60	2	3 Ton HP Unit w/ 5KW
12	Receptacles ARC-FAULT BREAKER	3	20	1260	2	4	
12	Receptacles ARC-FAULT BREAKER	5	20	1260	50	6	Range
12	Receptacles ARC-FAULT BREAKER	7	20	540	2	8	
12	Receptacles ARC-FAULT BREAKER	9	20	720	20	10	Microwave ARC-FAULT BREAKER
12	Dedicated Quad	11	20	1800	20	12	Duplex Receptacles
12	F.A.C.P.	13	20	800	20	14	Duplex Receptacles
	Space	15		1800	20	16	Duplex Receptacles
	Space	17				18	Space
	Space	19				20	Space

ELECTRICAL CALCULATION:

GENERAL LIGHTING:

862 LIGHTS x 125%	=	1078 watts
21 RECEPTACLES	=	3780 watts
1 HVAC UNITS	=	12720 watts
1 Range	=	10600 watts
1 DED. QUAD	=	1800 watts
1 MICROWAVE	=	1200 watts
3 PAIRED RECEPTA	=	5400 watts

36578 watts divide by 240 volts= 152 AMPS TOTAL

TYPE OF PANEL: LOAD CENTER

Main Breaker: 22kAIC		200 AMP 120/240V 1 PHASE				EXTERIOR: NEMA 3R	
WS	Description	Circuit	BRK	A	B	BRK	Description
12	Lights ARC-FAULT BREAKER	1	20	670	60	2	3 Ton HP Unit w/ 5KW
12	Receptacles ARC-FAULT BREAKER	3	20	1260	2	4	
12	Receptacles ARC-FAULT BREAKER	5	20	1260	30	6	50 Gal Water Heater
12	Receptacles AFCI / GFCI BREAKER	7	20	1080	2	8	
12	Microwave ARC-FAULT BREAKER	9	20	1200	30	10	Clothes Dryer
12	Refrigerator ARC-FAULT BREAKER	11	20	800	2	12	
12	Dishwasher ARC-FAULT BREAKER	13	20	1032	20	14	Clothes Washer ARC-FAULT BREAKER
12	Receptacles AFCI / GFCI BREAKER	15	20	900	20	16	Dedicated Receptacle
12	Space	17	20	1800	20	18	Dedicated Receptacle
	Space	19				20	Space

ELECTRICAL CALCULATION:

GENERAL LIGHTING:

670 LIGHTS x 125%	=	838 watts
25 RECEPTACLES	=	4500 watts
1 HVAC UNITS	=	12720 watts
1 W.H. x 125%	=	5625 watts
1 CLOTHES WASHE	=	1200 watts
1 CLOTHES DRYER	=	5600 watts
1 DISHWASHER	=	1032 watts
1 REFRIGERATOR	=	800 watts
2 DED. RECEPTACL	=	3600 watts

35915 watts divide by 240 volts= 150 AMPS TOTAL

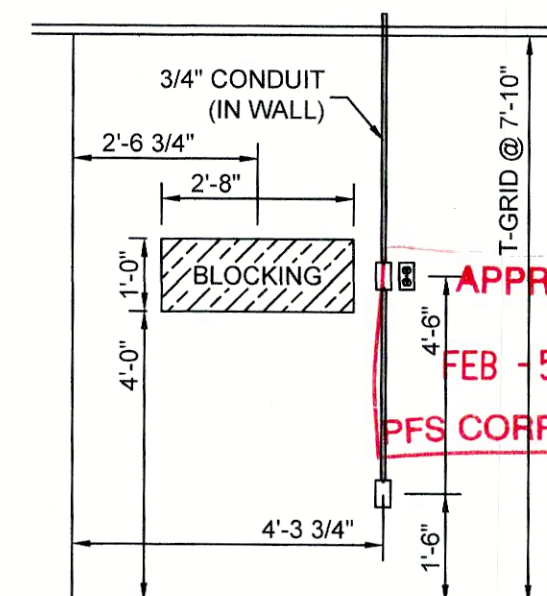
TYPE OF PANEL: LOAD CENTER

ELECTRICAL:

Symbol	Type	Qty	Note	Description
	Elec Service	1		120/240V 60 HZ single phase
	Elec Raceway	1		MC Cable/flex
	Elec Panel	2	20-SPACE (2) AFCI / GFCI BREAKERS (7) ARC-FAULT BREAKERS	120/240v 1 PH 200 amp panel w/ 200 amp main breaker, Exterior NEMA 3R mounted 60" a.f.f. to top (Factory standard)
	Elec Disconnect	1	For water heater	30a/240v Fused interior mtd. electrical disconnect mtd. 60" a.f.f. (Factory standard)
	Lights	9	4000 Lumen	2'x4' Diffused LED recessed lay-in with dimmable electronic ballast (Factory standard)
	Lights	1	6000 Lumen	2'x4' Diffused LED recessed lay-in with dimmable electronic ballast (Factory standard)
	Lights	4	3450 Lumens	2'x2' diffused LED recessed lay-in with electronic ballast (Factory standard)
	Lights	3	Westgate: LSW-30CW-PC or equal (Ship Loose (1) Porch Light. See elevation C)	30W LED porch light with photocell mtd. 82" a.f.f. installed at factory.
	Lights	2	Topaz: F-FM1115/RN/ P/30/WH or equal	15W Surface mounted 1100 lumen LED light
	Emerg. Light	3	Red lens (Ship Loose @ Door 01)	Combo dual emergency light/exit sign with battery backup mtd. 88" a.f.f. (Factory standard)
	Switch	3		15a/120v Standard single toggle w/ cover plate mtd. 46" a.f.f. (Factory standard)
	Switch	1		15a/120v 3-Way wall mtd. single toggle w/ cover plate mtd. 46" a.f.f. (Factory standard)
	Switch	4	Watstopper: IOS-DOV or equal	20a/120v Wall mtd. occupancy / vacancy sensor w/ cover plate mtd. 46" a.f.f.
	Switch	1	Lutron Maestro: MSC-OP153 or equal	20a/120v Wall mtd. occupancy / dimming sensor switch w/ cover plate mtd. 46" a.f.f.
	Switch	5	Lutron: DVTV or equal	0-10v Wall mtd. dimming w/ cover plate mtd. 46" a.f.f.
	Switch	1	Lutron: DVSTV or equal	0-10v Wall mtd. 3-way dimming w/ cover plate
	Switch / Recep	1	Red Cover	20a/120v Single toggle switched to 20a/120v GFCI protected "WR" rated weatherproof heat tape receptacle mtd. below floor / switch mtd. 46" a.f.f. (Factory standard)
	Occupancy Sensor	1	Sensor: CI-205 / Power pack: BZ-150 or equal	Ceiling mounted occupancy sensor w/ power pack
	Receptacle	43		20a/120v Duplex w/ cover plate mtd. 18" a.f.f. (Factory standard)
	GFCI Receptacle	6		20a/120v GFCI protected w/ cover plate mtd. 42" a.f.f. (Factory standard)
	GFCI Receptacle	2		20a/120v GFCI "WR" rated exterior receptacle with weatherproof in-use cover mtd. 18" a.f.f. (Factory standard)
	Receptacle	3		20a/120v Dedicated Duplex w/ cover plate mtd. 18" a.f.f. (Factory standard)
	Receptacle	3		20a/120v Dedicated GFCI duplex w/ cover plate mtd. 42" a.f.f. UNO (Factory standard)
	Receptacle	1		20a/120v Quad w/ cover plate mtd. 18" a.f.f. (Factory standard)
	Receptacle	1	NEMA 14-30R (4-Prong)	30a/240v Dedicated dryer w/ cover plate mtd. 42" a.f.f.
	Receptacle	1	NEMA 14-50R	50a/240v Dedicated range w/ cover plate mtd. 6" a.f.f.
	J-Box	11	3/4" Conduit stubbed above ceiling	4x4 Empty box w/ sngl. gang mud ring, and blank cover plate mtd. 18" a.f.f. for future phone/date (Factory standard)
	J-Box	1		20a/120v 4x4 Wired J-box w/ sng gang mud ring, and cover plate mtd. 46" a.f.f. for future fire alarm control panel provided by fire alarm installer (Factory standard)
	Exhaust Fan	1	SS: BFV150UQ-BV-D or equal	150 CFM Ceiling mounted / vent thru roof
	Exhaust Fan	2		150 CFM ceiling mounted w/ humidistat / vent thru wall (factory standard)
	Smoke Detector	5		120vDC smoke detector with battery backup (Factory standard)
	Misc	1	Size: 4"	ABS stubbed thru-floor. 6" above floor and 6" below bottom belly
	T-Stat	2	White Rogers: 1F951277	Programmable T-Stat(s) mtd. 46" a.f.f.
	Device Color	1		Color to be: (WHITE) / Exterior device(s) and masonry boxes with metal cover plate as applicable

NOTE:

- ALL A.F.F. DIMENSIONS ARE TO THE CENTER OF THE DEVICE BOX UNLESS NOTED OTHERWISE (REFER TO SCHEDULE AND PLANS FOR HEIGHTS).
- ALL ELECTRICAL ITEMS ARE FACTORY STANDARD UNLESS NOTED OTHERWISE.
- BLANK COVERS WILL BE PROVIDED ON J-BOXES UNLESS NOTED OTHERWISE.
- ALL EXTERIOR ELECTRICAL DEVICES TO BE WEATHERPROOF.



2 BLOCKING DETAIL
3/8"=1'-0"

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DEALER:
PACIFIC MOBILE STRUCTURES

PROJECT:
R-3 OCC APPLE VALLEY, CA

MODEL NUMBER:

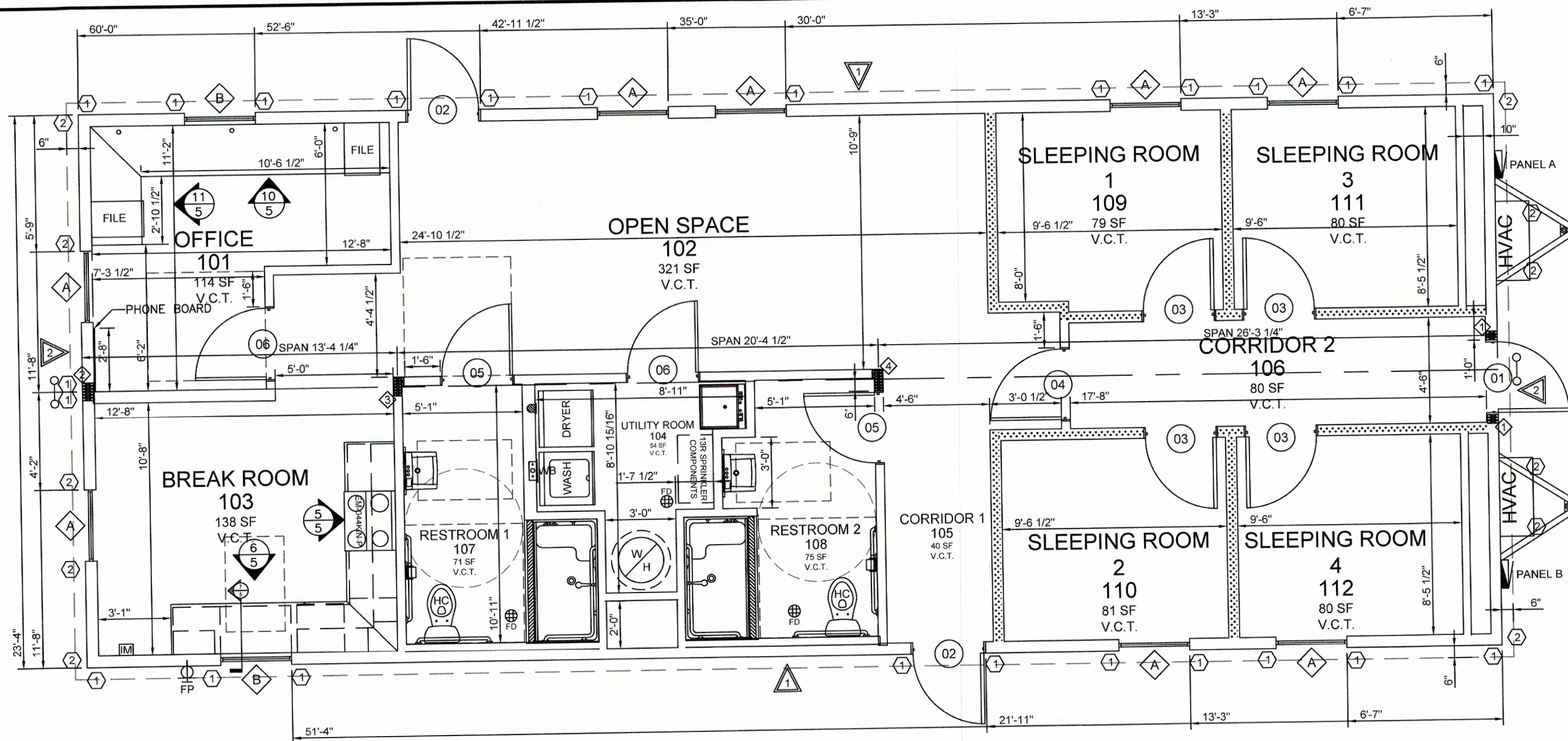
STATES:
CA

SERIAL NUMBERS:
PMI- 6079-2460

DRAWN BY:
KB / BS

PLOT DATE:
1/26/2024

REV # / DATE:

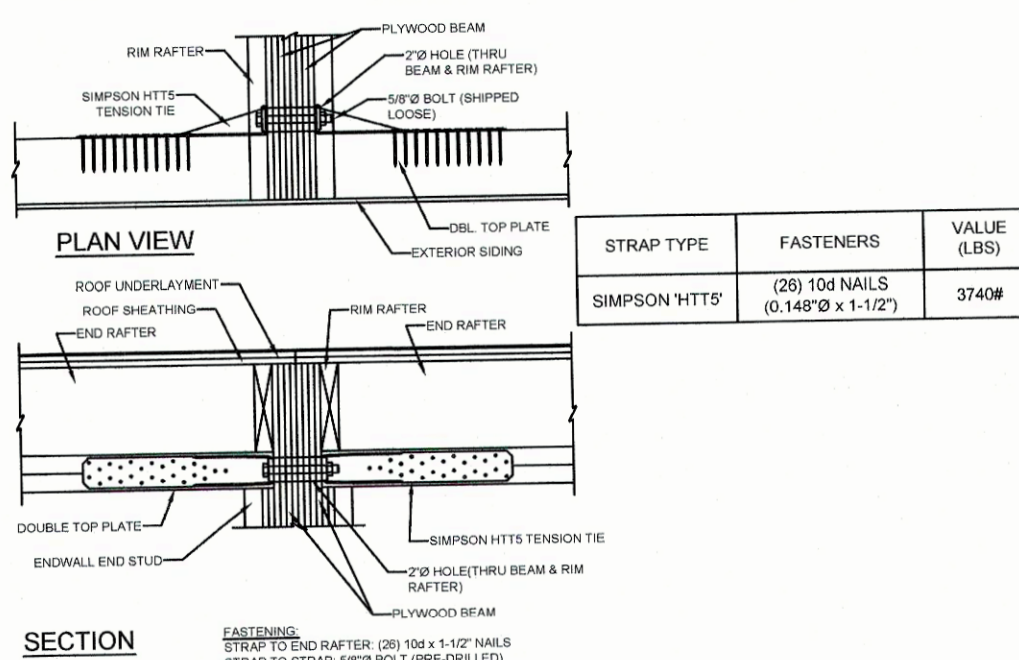


STRUCTURAL LEGEND		
ALL INTERIOR DIMENSIONS ARE FROM FINISH TO FINISH & ALL EXTERIOR DIMENSIONS ARE FROM STUD TO STUD		
Symbol	Description	Qty
	SHEARWALL TAG (SEE STRUCTURAL PACKAGE FOR DESCRIPTION, SEE SHEET 24)	TYP @ 4 LOCATIONS
	HOLD DOWN TAG (SEE STRUCTURAL PACKAGE FOR DESCRIPTION, SEE SHEET 24)	TYP @ 41 LOCATIONS
	DIAPHRAGM CHORD TIE SIMPSON HTTS (SEE DETAIL 2/2)	TYP @ 2 LOCATIONS
	(3) 2X8 HF #2 POST ON EACH SIDE OF EXT. DOOR 01 (SEE DETAIL 2/8) W/ BLOCKING UNDER POST (TYP. #3 HOLD DOWN STRAP @ TOP (POST TO HEADER) & BOTTOM (POST TO FLOOR ON EXT. SIDE))	TYP @ 2 LOCATIONS
	(3) 2X8 HF #2 POST ON EACH SIDE OF MOD-LINE W/ BLOCKING UNDER POST (TYP. #3 HOLD DOWN STRAP @ TOP & BOTTOM)	TYP @ 1 LOCATIONS
	(3) 2X4 HF #2 POST ON EACH SIDE OF MOD-LINE (FILLER ON (1) SIDE ONLY) SEE DETAIL 3/2 W/ BLOCKING UNDER POST (TYP. #3 HOLD DOWN STRAP @ TOP & BOTTOM)	TYP @ 1 LOCATIONS
	(4) 2X4 HF #2 POST ON EACH SIDE OF MOD-LINE (FILLER ON (1) SIDE ONLY) SEE DETAIL 3/2 W/ BLOCKING UNDER POST (TYP. #3 HOLD DOWN STRAP @ TOP & BOTTOM)	TYP @ 1 LOCATIONS

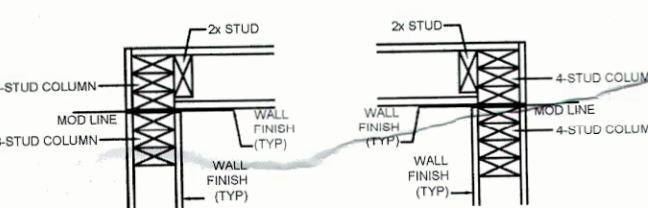
HATCHING LEGEND:	
	1-HR. RATED INTERIOR 2X4 WALL EXTENDED TO ROOF DECK. 1/2" VCG (CEILING HEIGHT) OVER 1/2" GYPSUM (FULL HEIGHT) ON BOTH SIDES. FIRE TAPED AS REQUIRED. R-11 INSULATION TO CEILING HEIGHT.

LOW SIDE
MODULE (1)
SLOPE
HIGH SIDE
MODULE (2)
SLOPE
HIGH SIDE
LOW SIDE

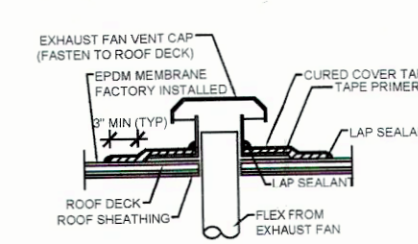
1 FLOOR PLAN
1/4"=1'-0" SQUARE FOOTAGE - 1400 S.F.
OCCUPANCY LOAD = 7



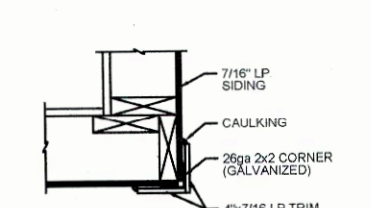
3 INTERIOR COLUMN DETAIL
3/4" = 1'-0"



4 WALL FINISH
3/4" = 1'-0" @ FLOOR



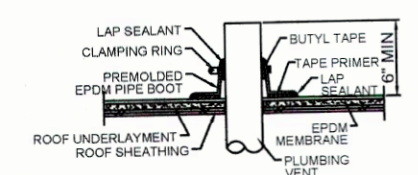
5 SIDE WALL FINISH
3/4" = 1'-0" @ CORNERS



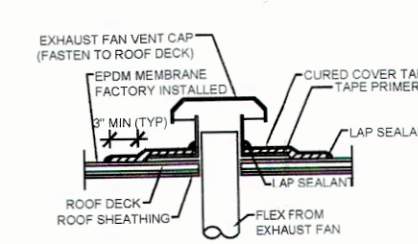
2 ROOF DIAPHRAGM MODLINE CHORD TIE
3/4" = 1'-0" @ MODLINE

WINDOWS:									
Qty	NO.	Type	Glazing	Size	Rough Opening	U-Factor	SHGC	Mini-Blind	Notes
8	A	WHITE VINYL VERTICAL SLIDER	CLEAR, DUAL GLAZED, LOW-E	3'0X5'0"	36" x 60"	0.31	0.22	HORIZONTAL ALUMINUM COLOR: (TBD)	HEADER AT 81" AFF, DRIP CAP
2	B	WHITE VINYL VERTICAL SLIDER	CLEAR, DUAL GLAZED, LOW-E	3'0X3'0"	36" x 36"	0.31	0.22	HORIZONTAL ALUMINUM COLOR: (TBD)	HEADER AT 81" AFF, DRIP CAP

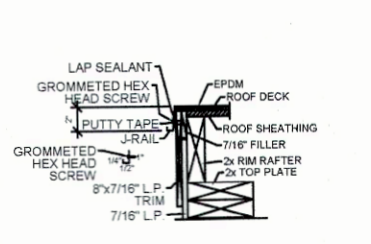
6 PLUMBING VENT
3/4" = 1'-0" FACTORY INSTALLED



7 EXHAUST VENT
3/4" = 1'-0" FACTORY INSTALLED

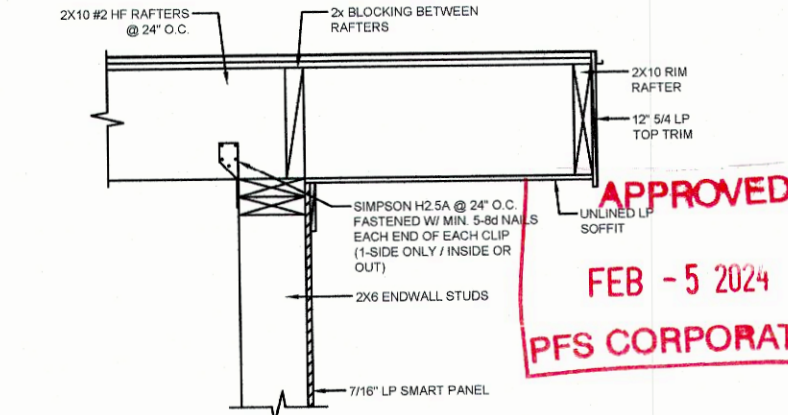


8 J-RAIL
3/4" = 1'-0" @ ROOF EDGE



PLUMBING:				
Symbol	Type	Qty	Note	Description
	Water Closet	2	Low Flow	Floor mtd. ADA elongated tank type with shut off valve / flush handle to be on open side of r.r. (Factory standard)
	Grab Bars	2		Set(s) with (1) each 42", 36" horizontal, and 18" vertical
	Paper Holder	2	Bobrick: B-264	Single roll wall mount toilet paper holder mtd. ADA height
	Lavatory	2	Low Flow	19" X 17" White vitreous wall hung with ADA handles and shut off valves. (Factory standard)
	Sink	1		Fiberglass utility sink with legs and shut off valves (Factory standard)
	Mirror	2		24"x36" w/ SS Frame mtd. 38" to bottom edge (Factory standard)
	2" Floor Drain	3		Floor drain with trap guard (Factory standard)
	Hose Bib	1		Frost proof hose bib mtd. 6" a.f.f. (Factory standard)
	Shower	2		36"x60" Accessible shower with S.S. curtain rod with curtain (45"x72"), mixing valve, hand-held shower head with hose and slide bar, S.S. grab bar, S.S. recessed dish soap, folding chair, and water dam. Factory to supply CA. accessible hook & slope floor (with filler) at 1:12 under floor finish for 3" (1/4" rise)
	Valves	1		Valve box for ice maker mtd. 12" a.f.f. (Factory standard) (Ice maker by others)
	Clothes Washer Box	1		IPS 82065 w/ W2700 trim plate or equal mtd. 39" a.f.f.
	Dryer Vent	1		4" Dryer vent thru-floor. (All connections from vent to dryer to be supplied and installed at site by others)
	Water Heater	1	50 Gallon w/ seismic straps and expansion tank	240v Electric with relief valve, water tight drain pan (3/4" drain), and pipe insulated first 8' (non-simultaneous operation) (Factory standard)
	In-line Strainer	1	1"	Strainer at supply entrance
	Supply	1	Copper Inlet	Type M copper or Pex
	DWV System	1		ABS Schedule 40 (Manifold is by others)

DOORS:													
Qty	NO.	Type	Jamb	Wall Thickness	Glazing	Size	Rough Opening	U-Factor	Color	Closer	Deadbolt	Hardware	Fire Rating
1	01	STEEL, INSULATED 18 GA.	TELL 18 GA. BRONZE	6 3/8"	SNG GLAZE CLEAR 14X8X32 TEMPERED PANE	3'0X6'8"	38" x 81"	0.31	TBD (SAME BOTH SIDES)	HYDRAULIC	SINGLE CYLINDER, GRADE 2	PASSAGE LOCKSET, GRADE 2	NONE
2	02	STEEL, INSULATED 18 GA.	TELL 18 GA. BRONZE	6 3/8"	SNG GLAZE CLEAR 14X8X32 TEMPERED PANE	3'0X6'8"	38" x 81"	0.31	TBD (SAME BOTH SIDES)	HYDRAULIC	SINGLE CYLINDER, GRADE 2	PASSAGE LOCKSET, GRADE 2	NONE
4	03	PREFINISHED WOOD SOLID CORE	TIMELY METAL FRAME BROWN/TONE	5 1/2"	NONE	3'0X6'8"	37 1/2" x 81 1/4"	N/A	LEGACY OAK	HYDRAULIC	NONE	PASSAGE LEVER, TELL GRADE 2	20 MIN.
1	04	PREFINISHED WOOD HOLLOW CORE	TIMELY METAL JAMB BROWN/TONE	4 1/2"	NONE	3'0X6'8"	37 1/2" x 81 1/4"	N/A	LEGACY OAK	NONE	NONE	PASSAGE LEVER, TELL GRADE 3	NONE
2	05	PREFINISHED WOOD HOLLOW CORE	TIMELY METAL JAMB BROWN/TONE	4 1/2"	NONE	3'0X6'8"	37 1/2" x 81 1/4"	N/A	LEGACY OAK	NONE	NONE	PRIVACY LEVER, TELL GRADE 3	NONE
2	06	PREFINISHED WOOD HOLLOW CORE	TIMELY METAL JAMB BROWN/TONE	4 1/2"	NONE	3'0X6'8"	37 1/2" x 81 1/4"	N/A	LEGACY OAK	NONE	NONE	PASSAGE LEVER, TELL GRADE 3	NONE



9 OVERHANG DETAIL
3/4" = 1'-0"

Proposed 1,440 sf Crew Quarters Example Schematics

PHOENIX MODULAR

5301 W. MADISON ST. - PHOENIX, AZ 85043
PH 602-447-6460 FAX 602-447-6460

SUNBELT MODULAR, INC.

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DEALER:
PACIFIC MOBILE STRUCTURES

PROJECT:
R-3 OCC APPLE VALLEY, CA

MODEL NUMBER:

STATES:
CA

SERIAL NUMBERS:
PMI- 6079-2460

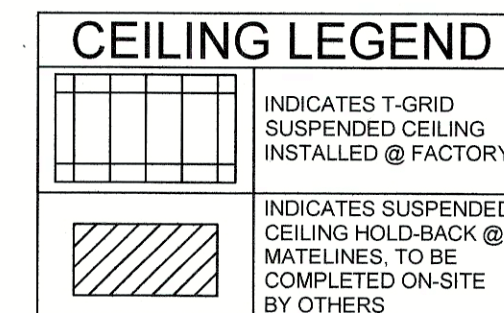
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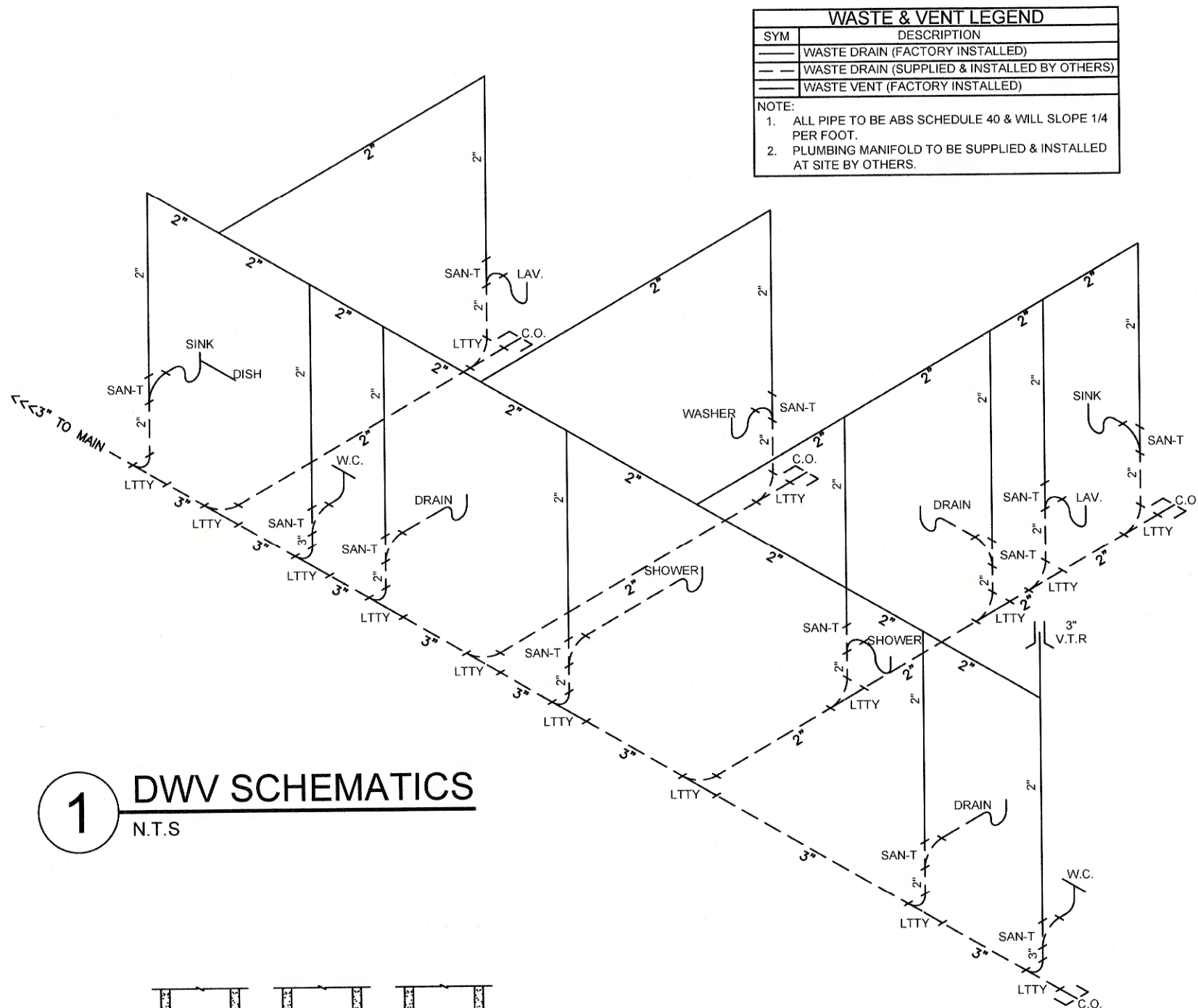
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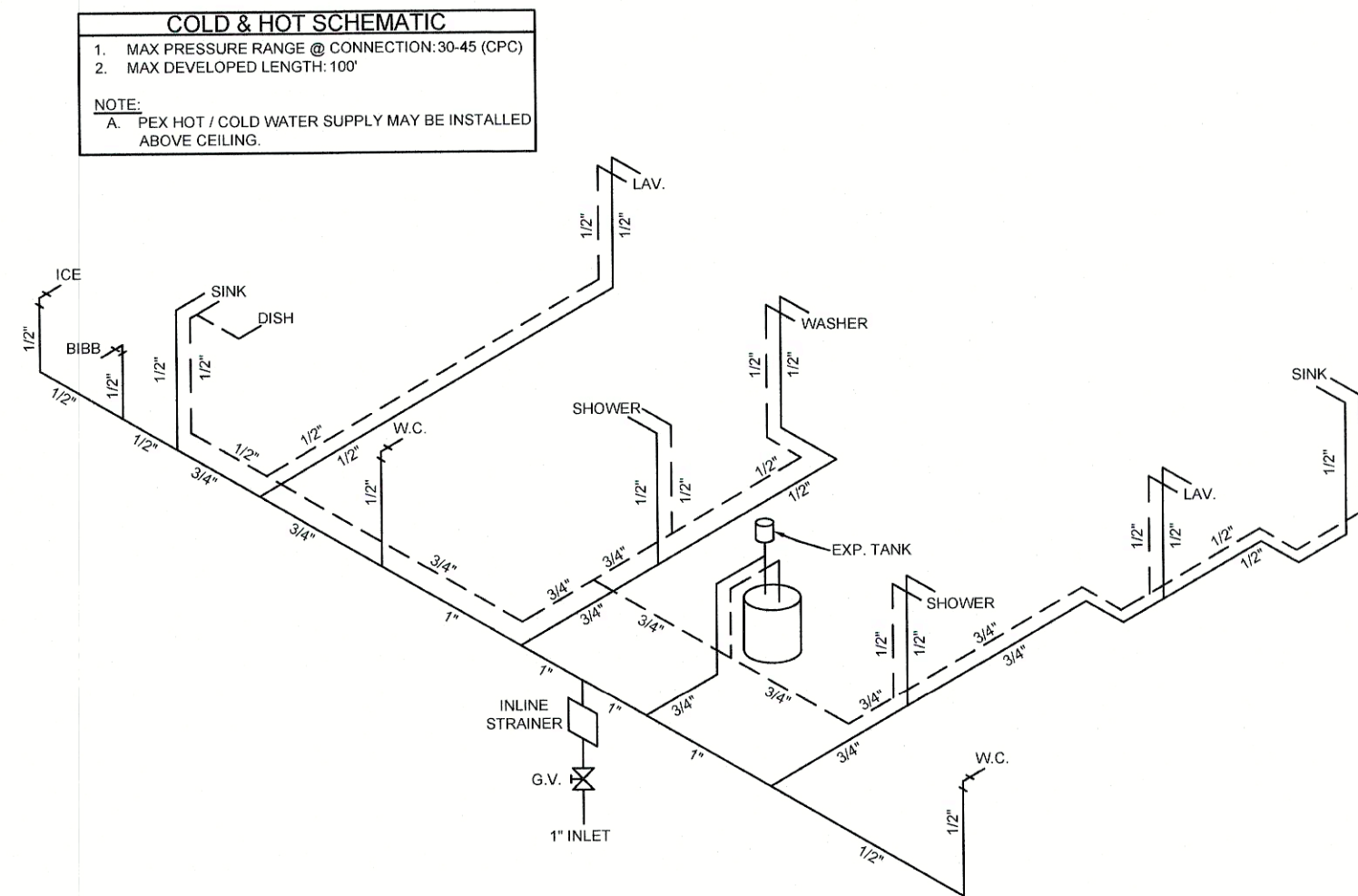
V.T. ESKELSEN, P.E.
DESIGN ENGINEER
5301 W. MADISON ST.
PHOENIX, AZ 85043
(602) 447-6460

SHEET: 2 OF 6

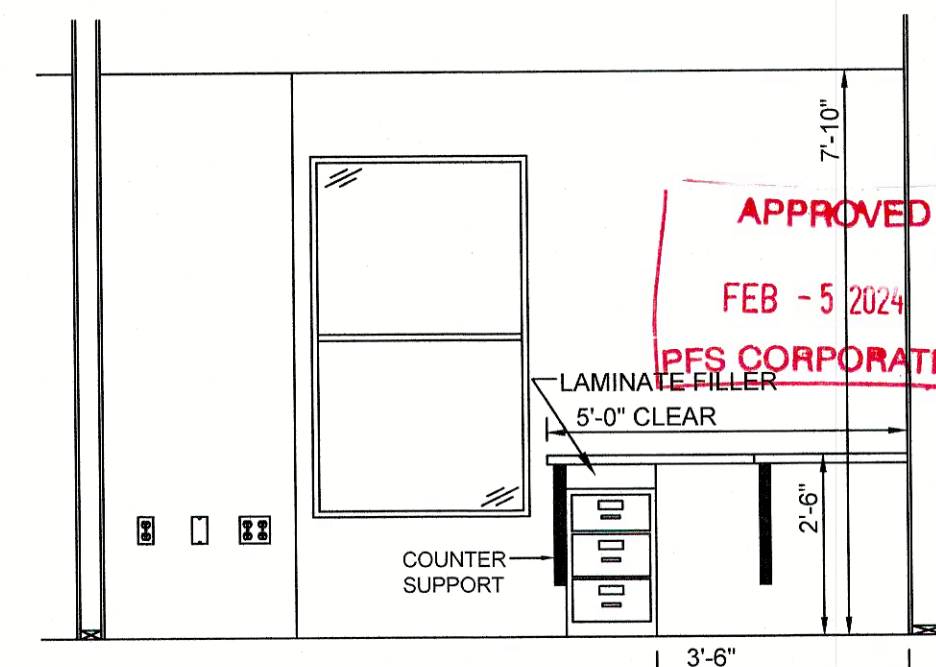
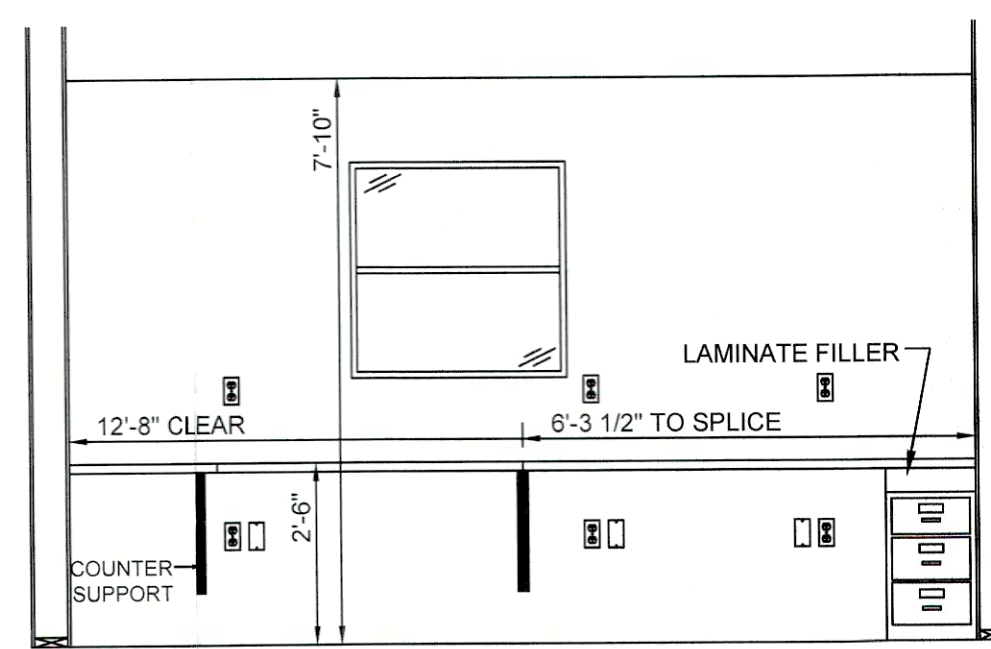
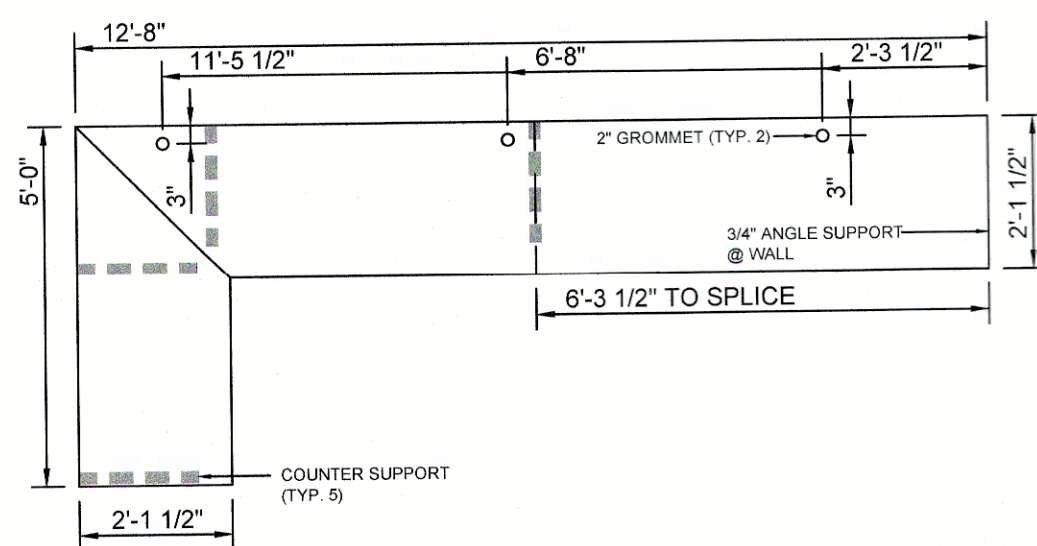
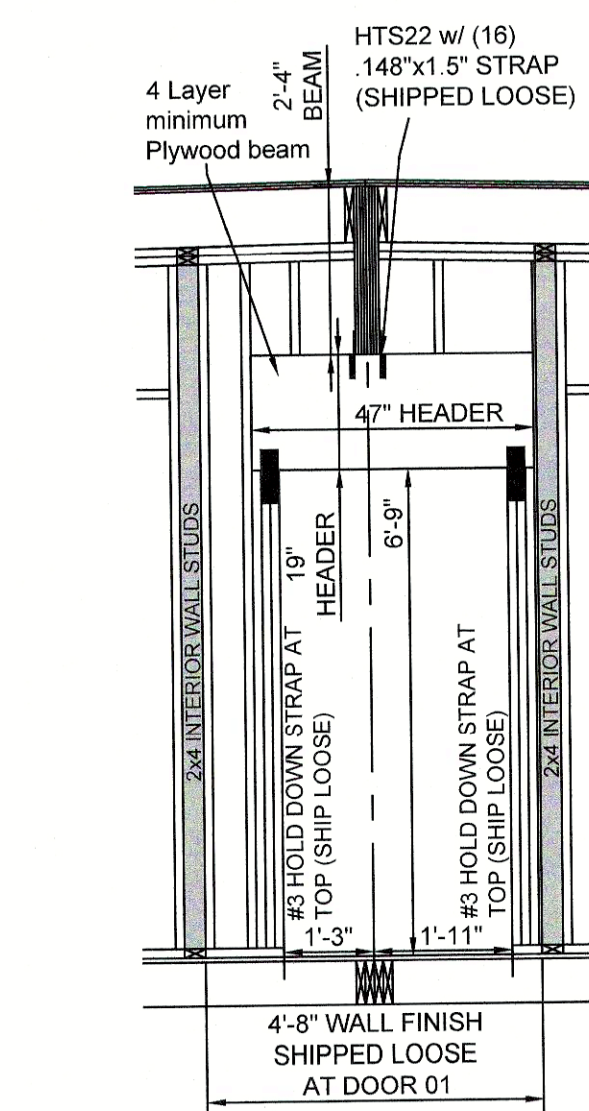
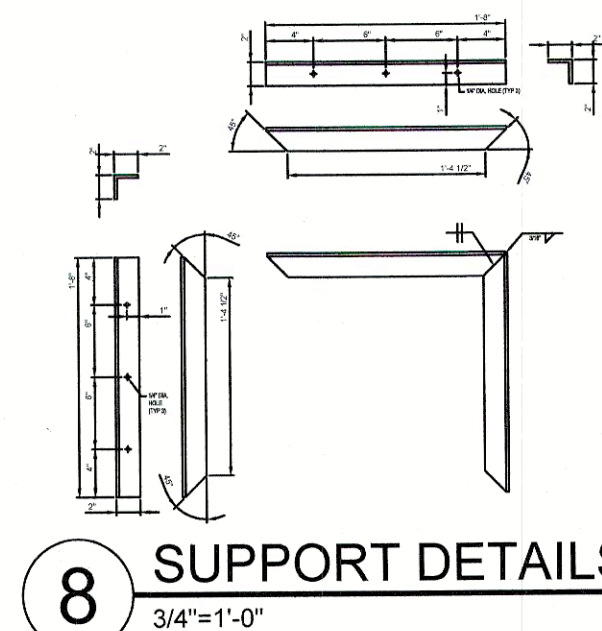
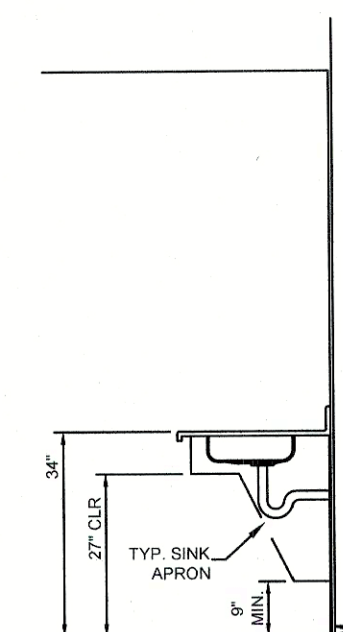
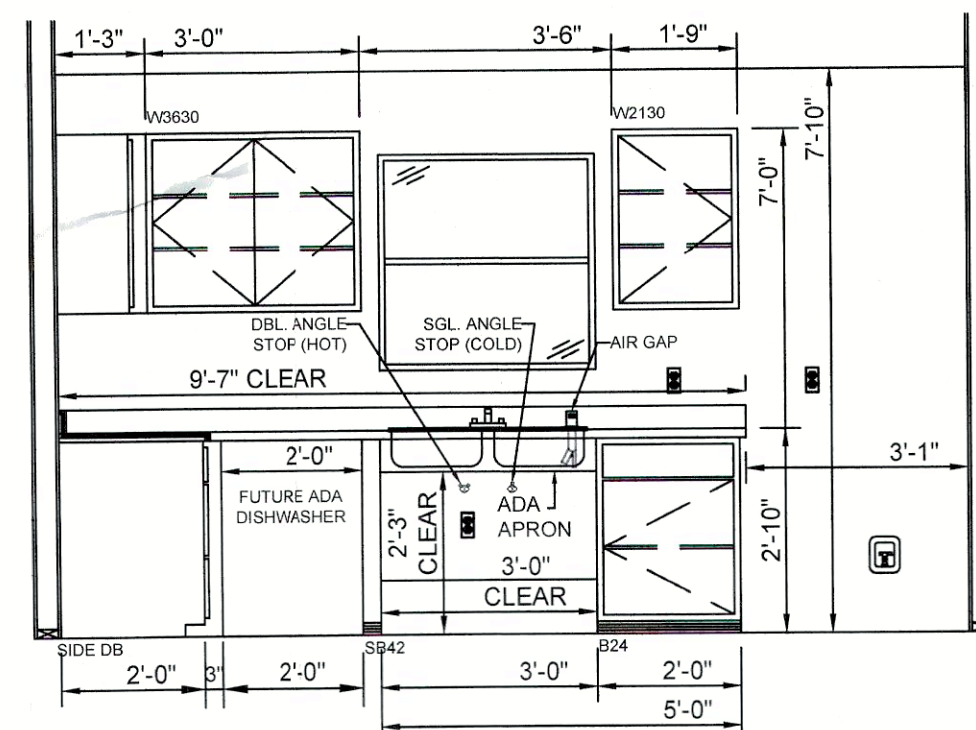
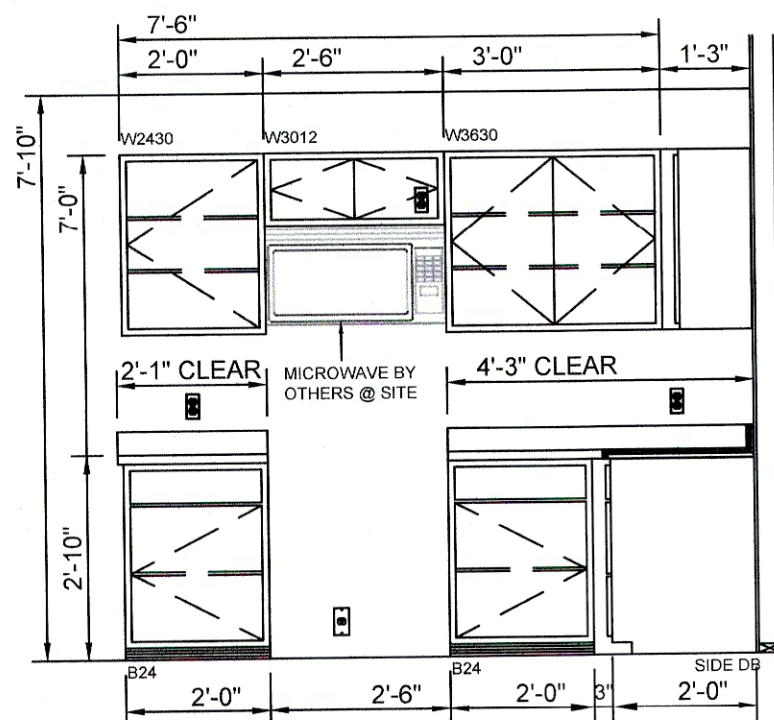
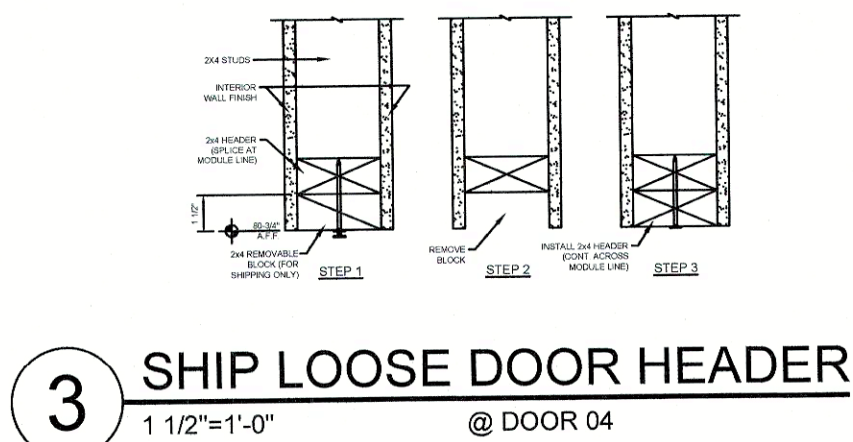




1 DWV SCHEMATICS
N.T.S



2 HOT AND COLD SCHEMATICS
N.T.S



Proposed 1,440 sf Crew Quarters Example Schematics

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© 2023

DEALER:
PACIFIC MOBILE STRUCTURES

PROJECT:
R-3 OCC APPLE VALLEY, CA

MODEL NUMBER:

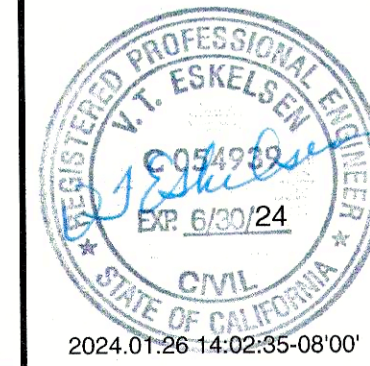
STATES:
CA

SERIAL NUMBERS:
PMI- 6079-2460

DRAWN BY:
KB / BS

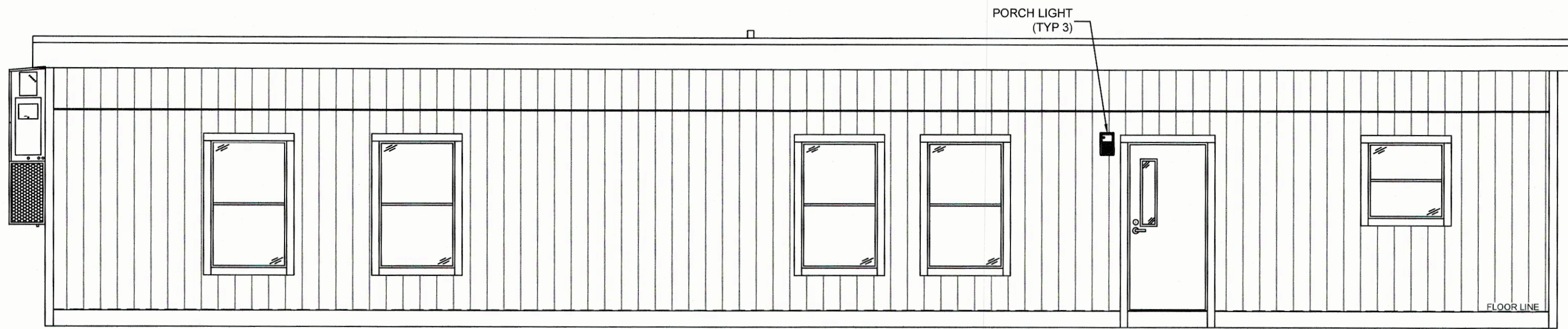
PLOT DATE:
1/26/2024

REV # / DATE:

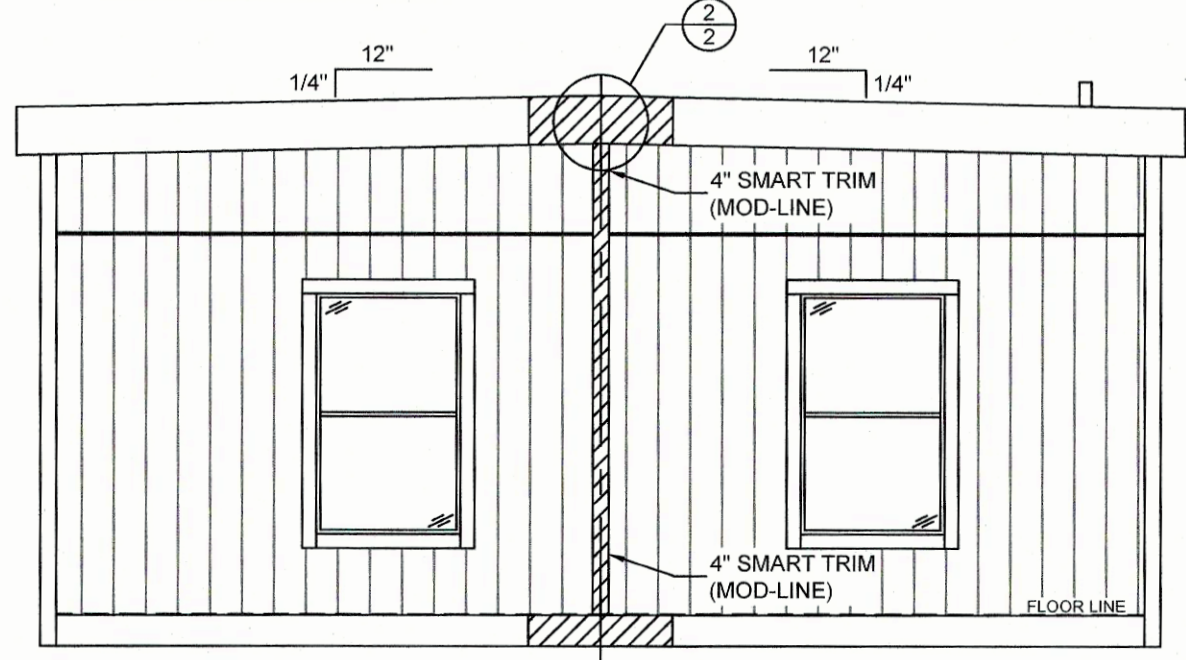


V.T. ESKELSEN, P.E.
DESIGN ENGINEER
5301 W. MADISON ST.
PHOENIX, AZ 85043
(602) 447-6460

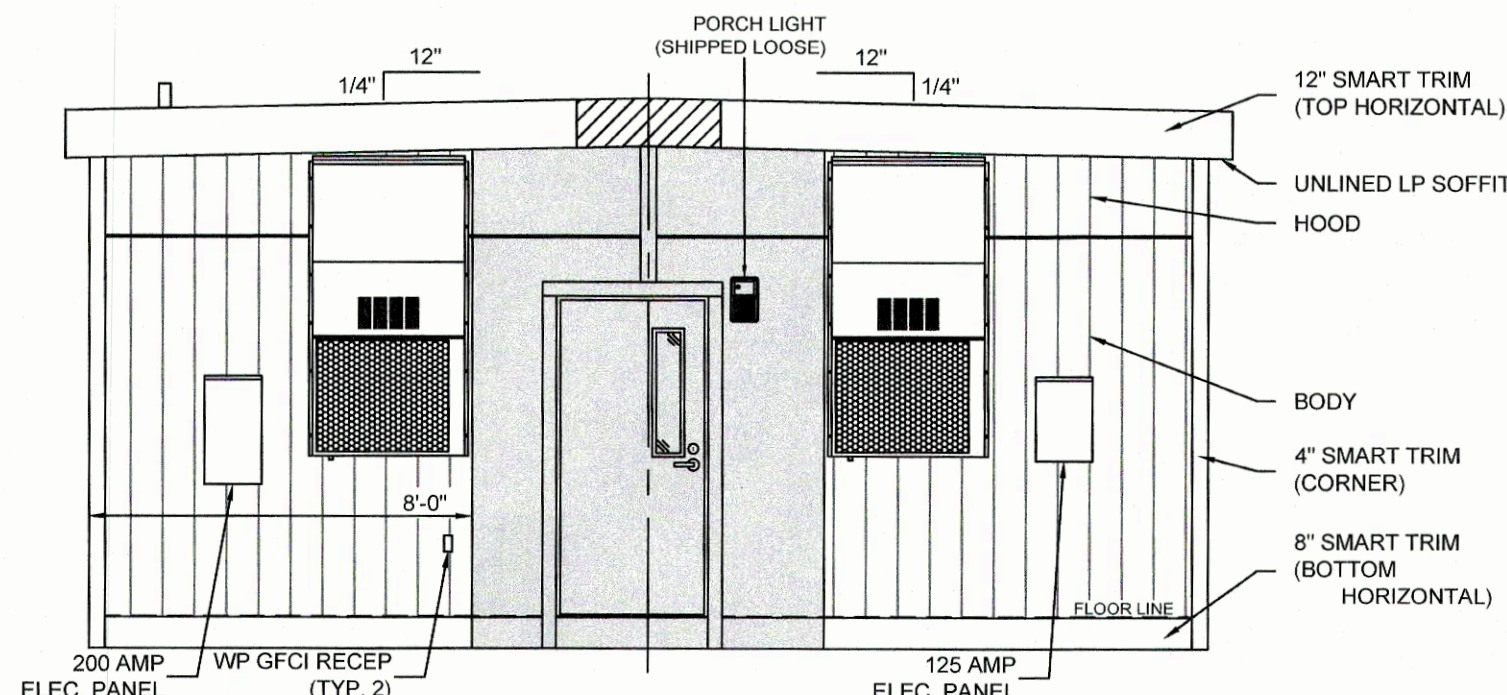
SHEET:
5
OF
6



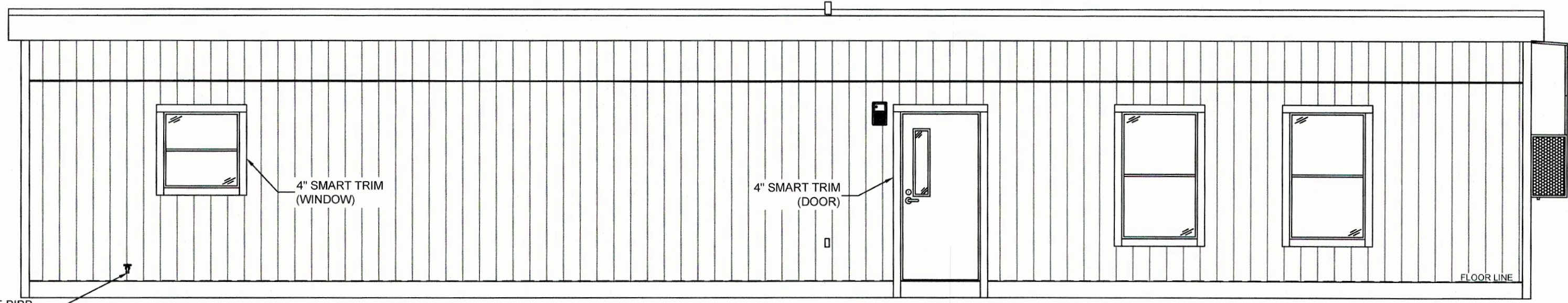
ELEVATION 'B'



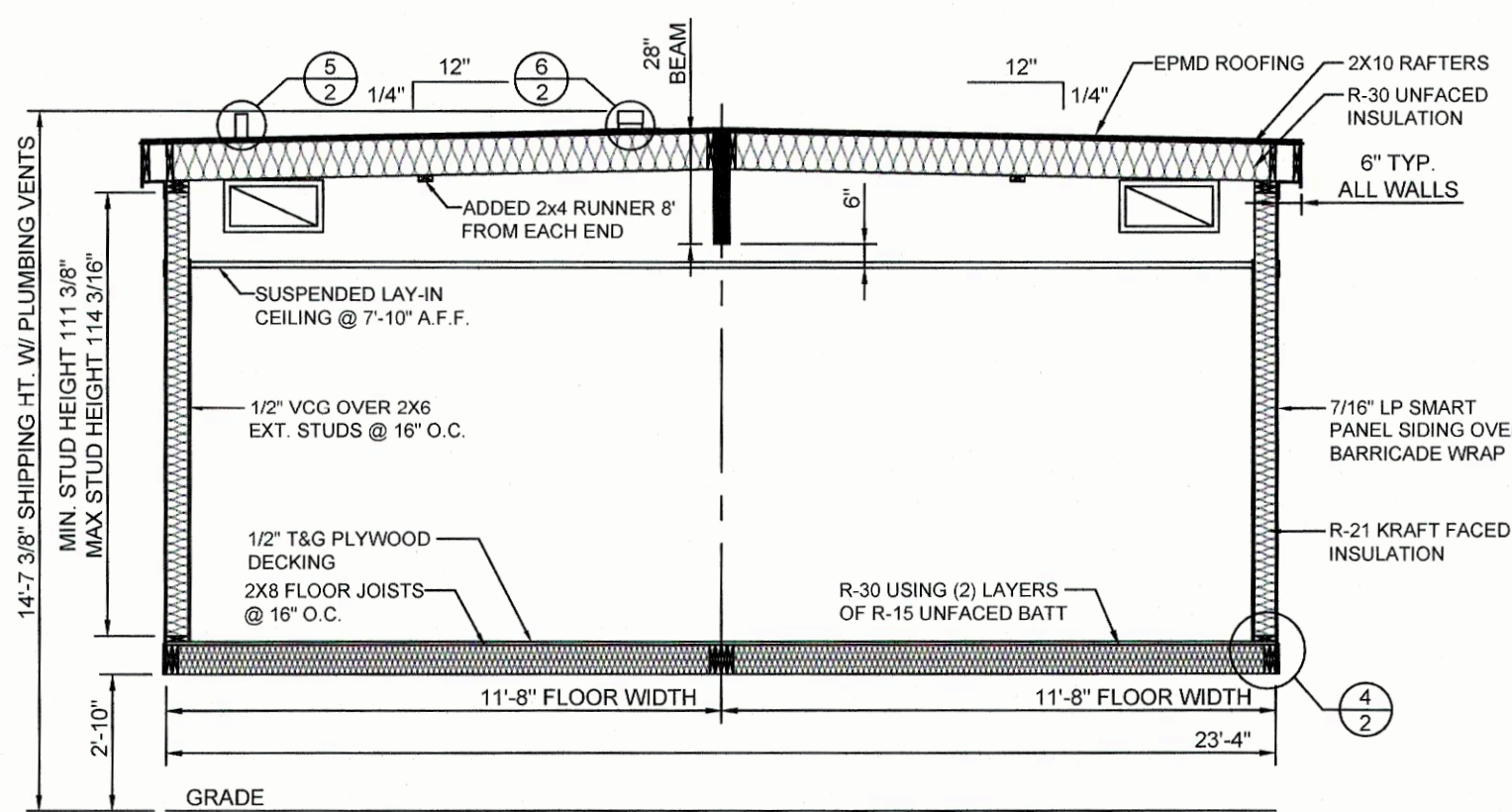
ELEVATION 'D'



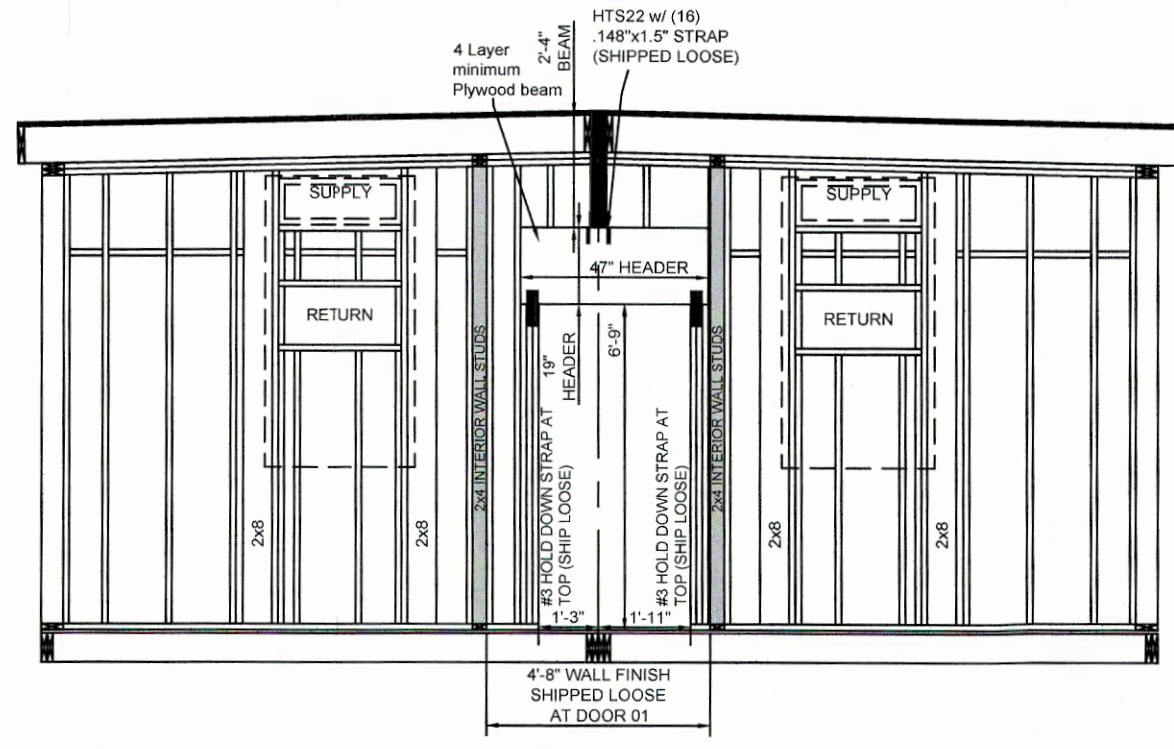
ELEVATION 'C'



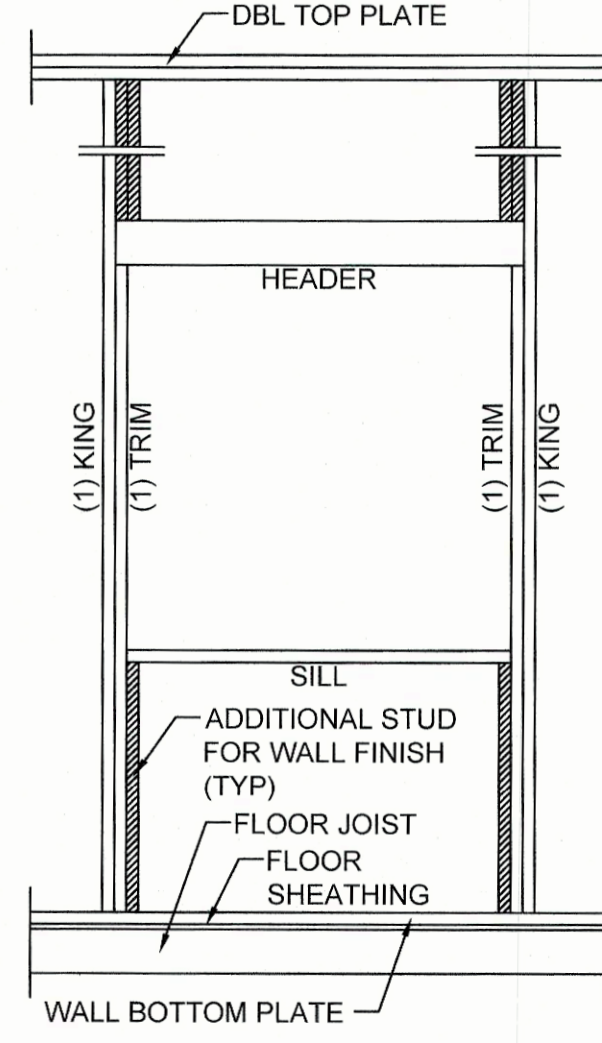
ELEVATION 'A'



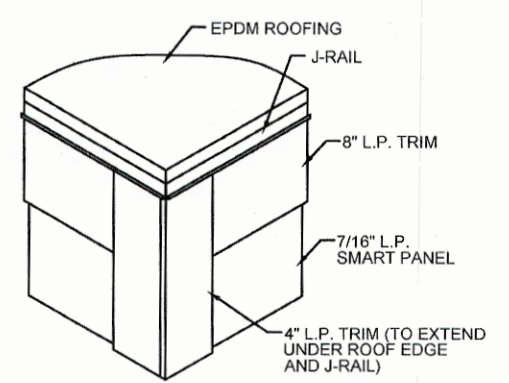
1 BUILDING CROSS-SECTION
1/4"=1'-0"



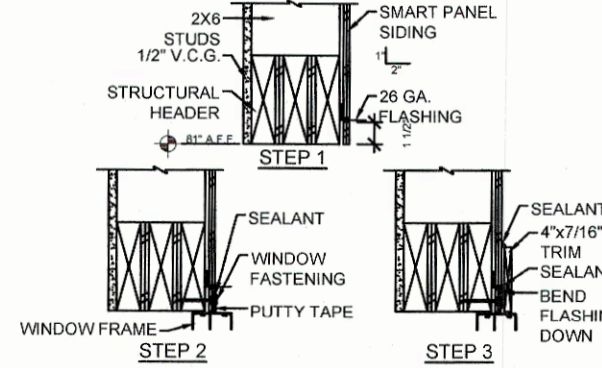
2 FRAMING DETAILS
1/4"=1'-0" @ DOOR 01



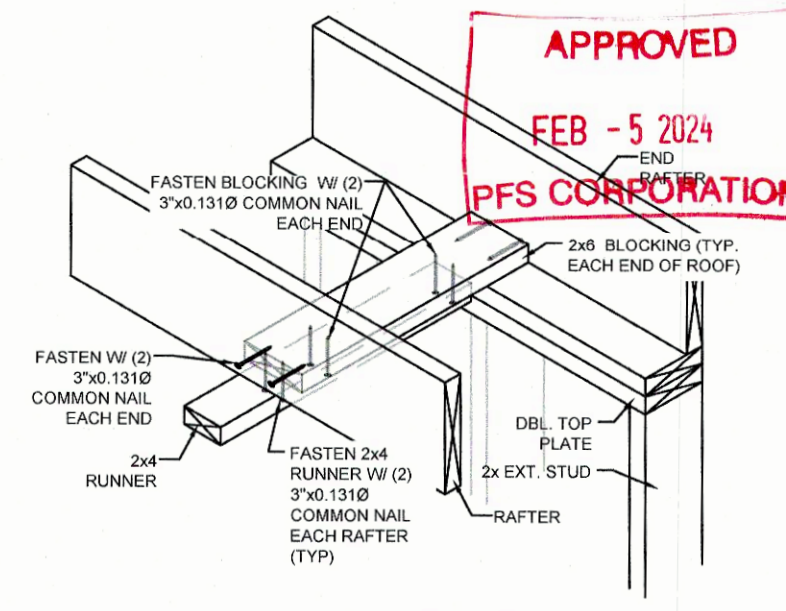
3 WINDOW/DOOR FRAMING
1/2"=1'-0"



4 ROOF TRIM
1"=1'-0" @ CORNERS



5 WINDOW HEADER
1"=1'-0"



6 BLOCKING AT END MEMBER
3/4"=1'-0"

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PACIFIC MOBILE STRUCTURES

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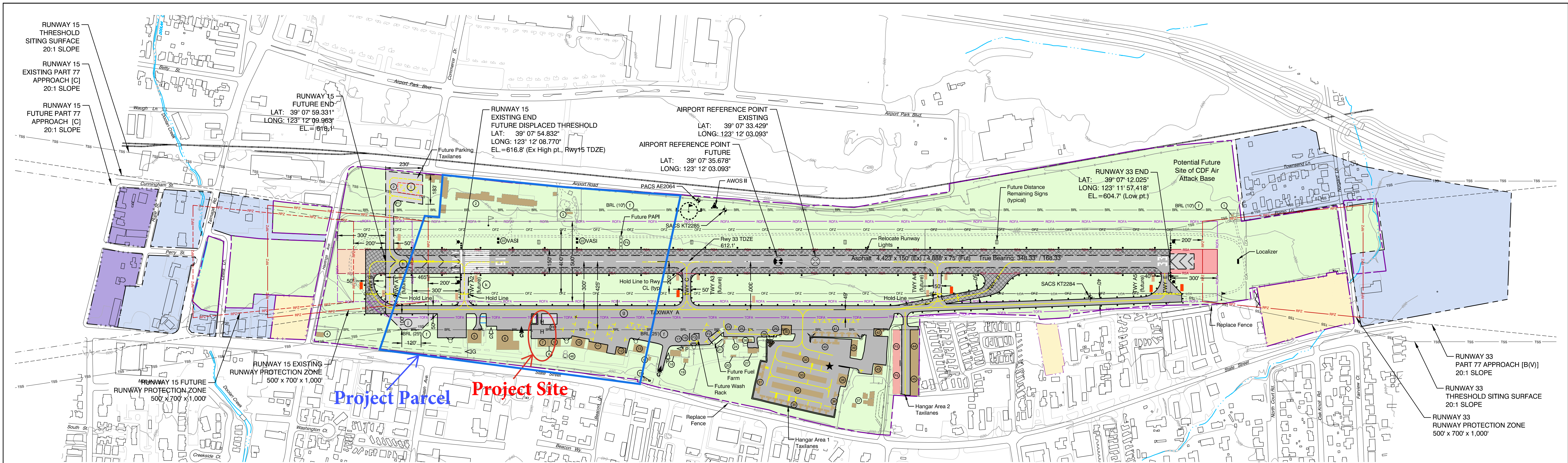
DRAWN BY:
KB / BS

PLOT DATE:
1/26/2024

REV # / DATE:



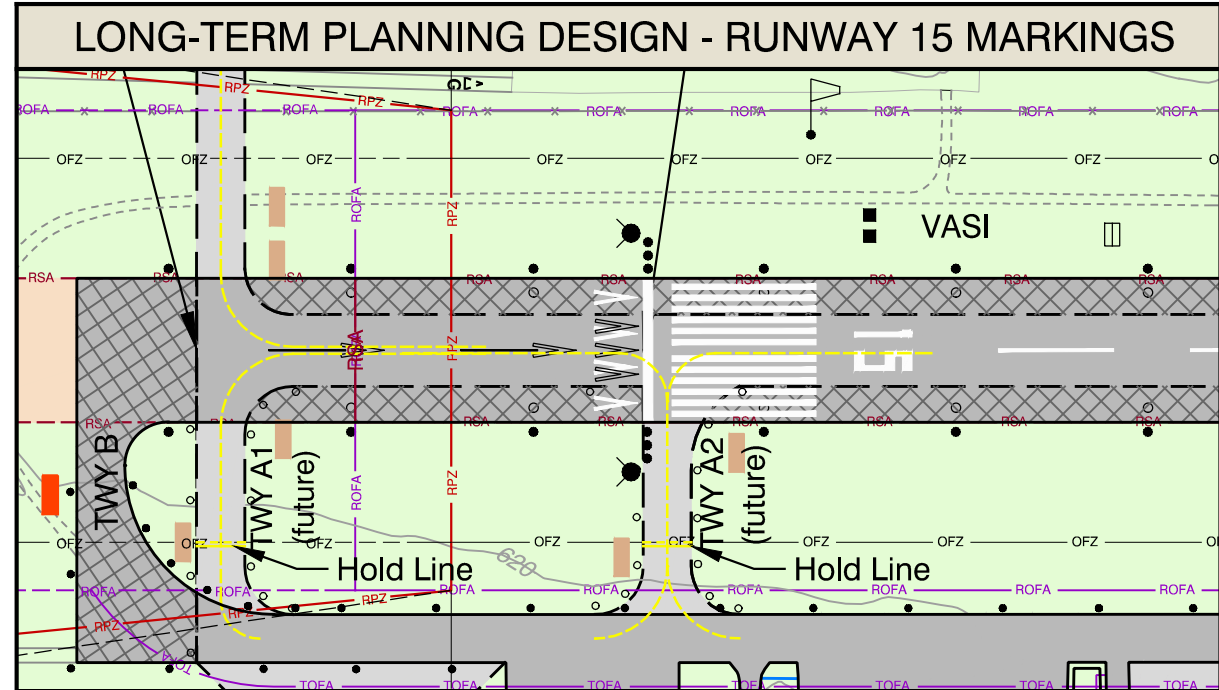
V.T. ESKELSEN, P.E.
DESIGN ENGINEER
5301 W. MADISON ST.
PHOENIX, AZ 85043
(602) 447-6460



DRAWING LEGEND		
	EXISTING	FUTURE
ACTIVE AIRFIELD PAVEMENT		
PAVEMENT TO BE REMOVED	N/A	
AIRPORT PROPERTY		
AVIGATION EASEMENT		
EXISTING AV. EASEMENT / FUTURE PROPERTY		
AIRPORT REFERENCE POINT		
RUNWAY SAFETY AREA		
RUNWAY PROTECTION ZONE		
RUNWAY OBJECT FREE AREA		
OBSTACLE FREE ZONE		
PART 77 RUNWAY APPROACH SURFACE		
THRESHOLD SITING SURFACE		
TAXIWAY OBJECT FREE AREA		
LOCALIZER CRITICAL AREA		N/A
BUILDING RESTRICTION LINE		N/A
BUILDING - ON AIRPORT		
BUILDING - OFF AIRPORT		N/A
BUILDING - OFF AIRPORT, TO BE REMOVED	N/A	
PAVED ROAD		
AIRPORT SERVICE ROAD - PAVED		N/A
AIRPORT SERVICE ROAD - GRAVEL		N/A
FENCE		
VEHICLE GATE/PEDESTRIAN GATE		
WIND CONE		
AIRFIELD SIGNS		
VASI (VISUAL APPROACH SLOPE INDICATOR)		N/A
PAPI (PRECISION APPROACH PATH INDICATOR)	N/A	
AIRFIELD LIGHTS: SINGLE/GROUP/REILS		
BEACON		N/A
YELLOW CHEVRON MARKINGS	N/A	
UTILITY POLE		N/A
SECURITY LIGHTING	N/A	
DISTANCE REMAINING SIGN	N/A	
TOPOGRAPHIC CONTOURS		N/A
MONUMENT		N/A
WATERWAY / CULVERT		N/A
HELICOPTER PAD	N/A	
SECTION CORNER		N/A

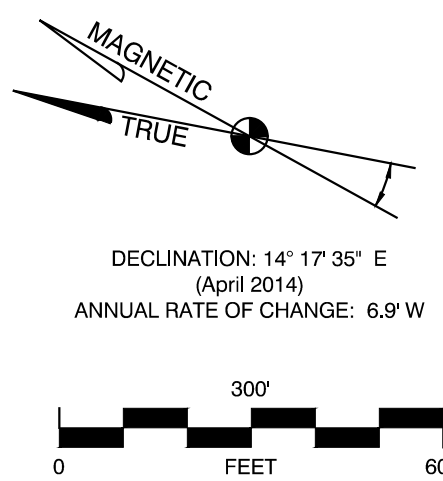
AIRPORT DATA		
	EXISTING	FUTURE
AIRPORT REFERENCE CODE	B-II-5000	No Change
MEAN MAX. TEMP. (Hottest Month) (a)	92.7° F (July)	No Change
AIRPORT ELEVATION (Above Mean Sea Level) (c)	617.0'	618.1'
AIRPORT NAVIGATIONAL AIDS	Localizer, Vortac, GPS, Beacon, VASI, REILs, ASOS	Same + PAPI replacing VASI
AIRPORT REFERENCE POINT (d)	LATITUDE: 39° 07' 33.429" N LONGITUDE: 123° 12' 03.093" W	LATITUDE: 39° 07' 35.678" N LONGITUDE: 123° 12' 03.093" W
MISCELLANEOUS FACILITIES	Fuel (100LL+JetA), powerplant & airframe service, FBOs	No Change
CRITICAL AIRCRAFT	Beech King Air 200	No Change
MAGNETIC VARIATION (e)	14° 17' 35" E (April 2014)	Moving 0° 6.9" W / Year
NPIAS SERVICE LEVEL	General Aviation	No Change
STATE SERVICE LEVEL	Regional	No Change
AIRPORT ACREAGE	Fee Simple: 160.2 acres Avigation Easement: 40.9 acres	166.9 acres 39.4 acres

EXISTING BUILDING AND FACILITY LEGEND				
EXISTING FACILITIES	ELEVATION	EXISTING FACILITIES	ELEVATION	EXISTING FACILITIES
(1) Localizer Equipment Building	614'	(17) Covered Picnic Area	635'	(33) T-hangers (10)
(2) City of Ukiah - Corporate Yard	632'	(18) Storage	625'	(34) Shade Hangars (14)
(3) Fuel Storage Tank	620'	(19) Commercial Building	640'	(35) Portable T-hangers
(4) Commercial Building	641'	(20) Portable Office	636'	(36) Portable T-hangers
(5) Box Hangar	645'	(21) Storage	631'	(37) Oak Valley Nursery
(6) FBO (2)	642'	(22) VASI (visual approach slope indicator)	617'	(38) Box Hangar
(7) FBO	644'	(23) Covered Storage	627'	(39) Box Hangar (2)
(8) Portable Office	635'	(24) Electrical Vault	625'	(40) Portable T-hangers
(9) Box Hangar	644'	(25) Storage	623'	(41) Portable T-hangers
(10) Airport Maintenance	643'	(26) Fire Retardant Storage	625'	(42) FBO
(11) FBO (2)	642'	(27) FBO Offices	643'	(43) FBO
(12) Box Hangar	639'	(28) Portable T-hangar	630'	(44) Box Hangars (4)
(13) Airport Administration	644'	(29) Storage	623'	(45) Box Hangars (4)
(14) Storage Building	644'	(30) Box Hangar	639'	(46) Street Sweeper Fuel Station
(15) Electrical Vault and Future Standby Generator	641'	(31) Portable T-hangers	635'	
(16) Commercial Building	641'	(32) T-hangers (10)	634'	



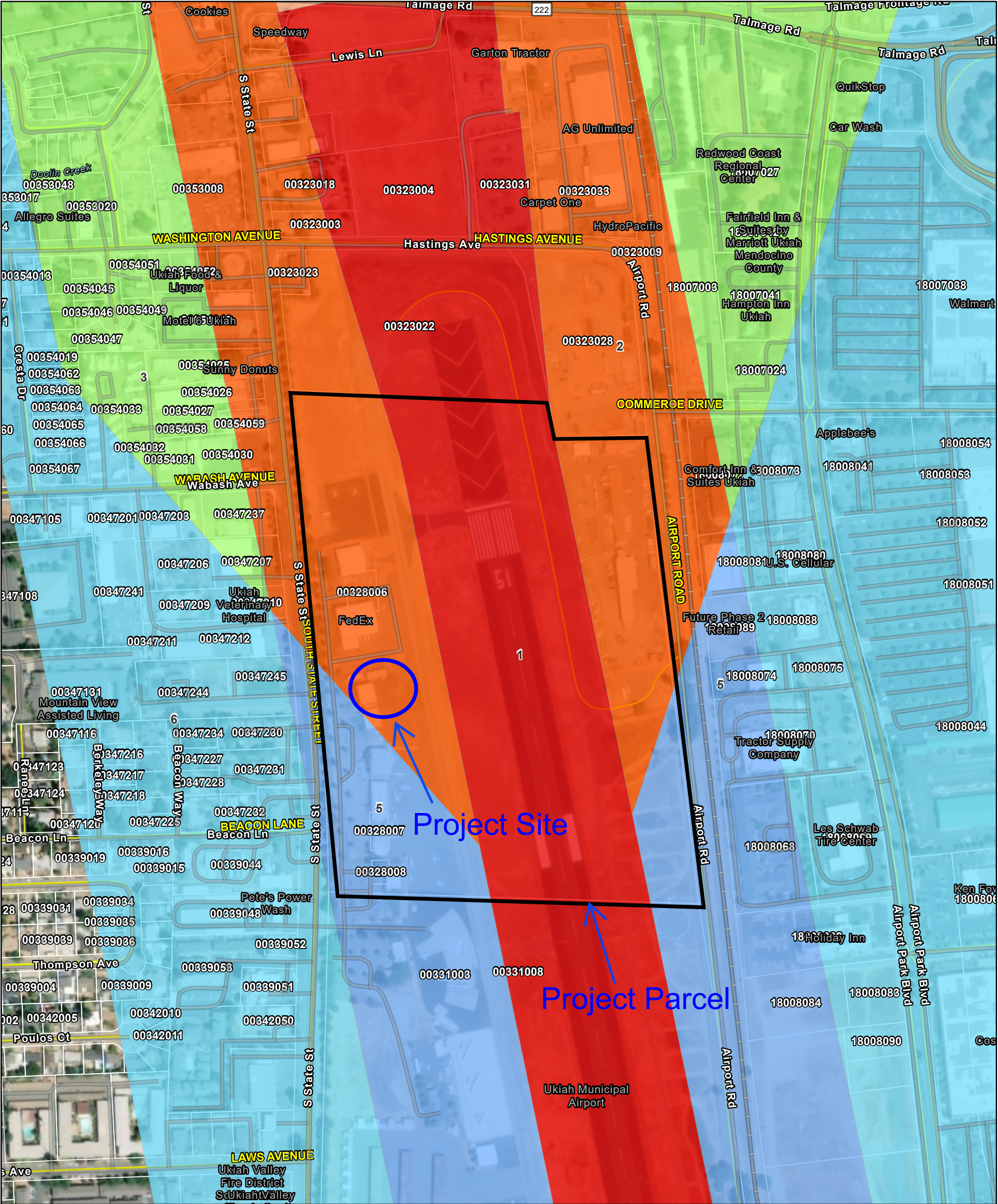
LAYOUT PLAN NOTES	
• ALP prepared using design criteria from FAA Advisory Circulars 150/5300-13A Change 1, "Airport Design"; 150/5070-6A, "Airport Master Plans"; and Part 77 of the Federal Aviation Regulations (FAR), "Safe, Efficient Use, and Preservation of the Navigable Airspace."	
(a) The proposed 465 foot runway extension project identified herein is for long-term planning purposes only. This proposed project shall not be undertaken without prior NEPA environmental processing and written FAA approval. Precondition will include FAA Forecast approval and FAA approval off airport standard design.	
(b) All coordinates NAD83. Horizontal data source: AGIS Survey by Woolpert, March 2009.	
(c) All elevations NAVD83. Data source: AGIS Survey by Woolpert, March 2009.	
(d) Temperature Source: Western Regional Climate Center. Station #049122, Ukiah, California.	
(e) Magnetic Declination Source: NOAA, National Geophysical Data Center.	
(f) The building restriction line (BRL) is based on a composite of airfield design setbacks such as the taxiway object free area (TOFA) and Part 77 airspace surfaces. Allowable building elevations above ground level are noted at each line: 25 feet above runway elevation on west side of runway, and 10 feet above runway elevation on east side of runway.	
(g) Taxiway object free area (TOFA) from Taxiway A centerline is based on critical aircraft wingspan. Taxiway centerline to object separation equal to 0.7 times the critical aircraft wingspan plus 10 feet. [0.7(54.5')+10']=49 feet. Wing tip clearance equal to 0.2 times the wingspan plus 10 feet. [0.2(54.5')+10']=21 feet.	
(h) Future chevrons shown as near-term marking solution. See inset below for long-term marking design.	
(i) Proposed tie-down apron is depicted for long-term planning purposes only.	
(j) Proposed run-up apron is depicted for long-term planning purposes only.	
(k) Proposed New Taxiway A2 to existing Runway 15 end threshold and new chevrons aft of existing Runway 15 end will correct and eliminate the non-standard aligned taxiway design.	

FUTURE FACILITIES	
(f1) Proposed Tiedown Apron	
(f2) Future Fuel Farm	
(f3) Future Wash Rack	
(f4) Future PAPI	
(f5) Future Box Hangars	
(f6) Future Helicopter Parking Spaces	



SUBMITTED BY:				
By	Date			
FAA Approval Space				
		1	ALP Update (AC 13A Compliance, Rwy. Width Reduction, Rwy End Mods)	Mead & Hunt, Inc.
		NO.	REVISION	SPONSOR
				DATE
		UKIAH MUNICIPAL AIRPORT UKIAH, CALIFORNIA		
		AIRPORT LAYOUT PLAN		
		 		
		133 Aviation Boulevard, Suite 100 Santa Rosa, California 95403 (707) 526-5010 Fax (707) 526-9721 www.meadhunt.com		
		DESIGN:	CS/BM	DRAWN:
				TE/DS
		DATE:	April 2015	SHEET 2 OF 11

Airport Zones



10/31/2024, 1:01:20 PM

Airport Zones

5

3

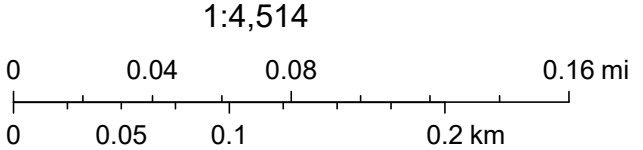
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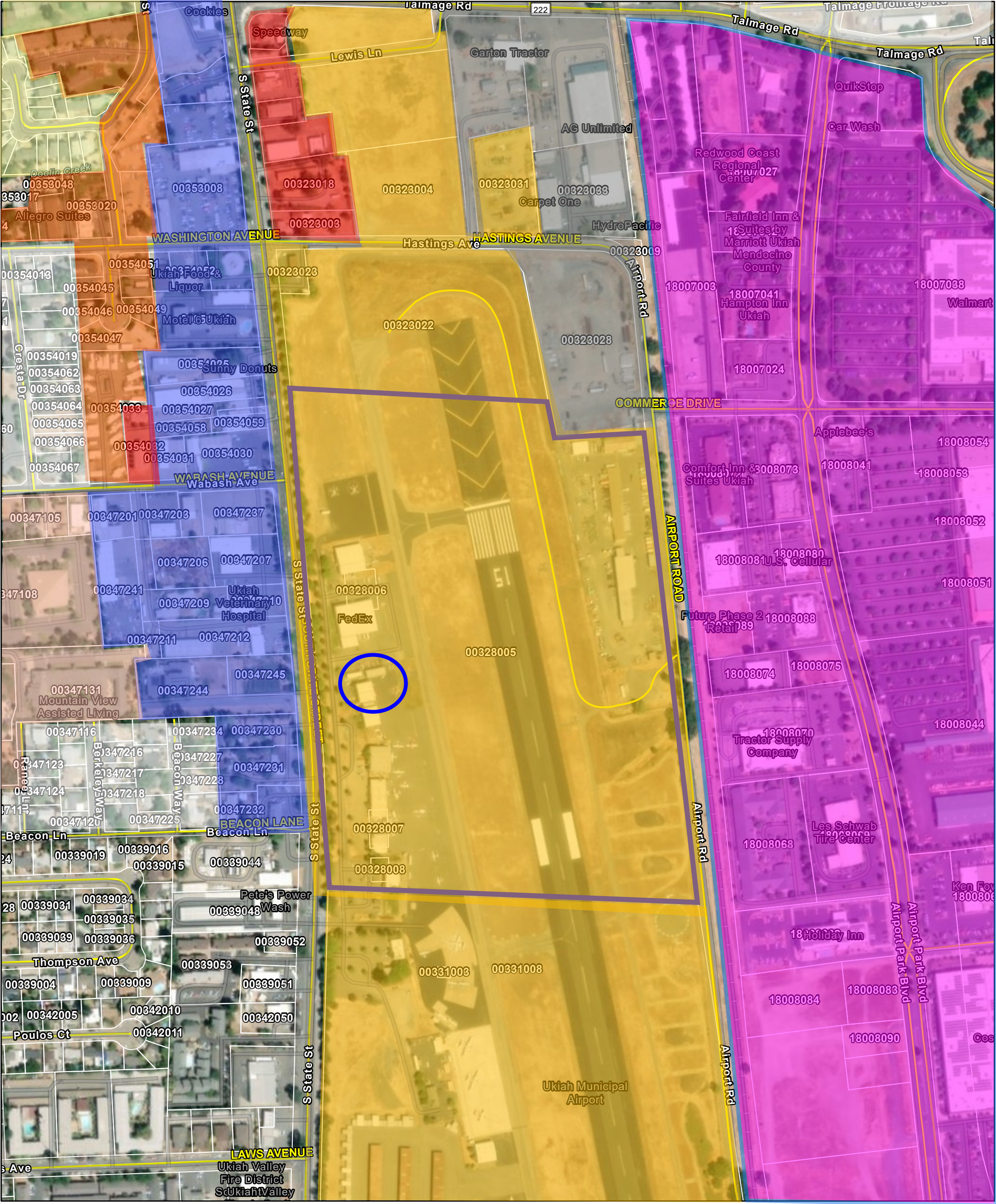
Assessors Parcels

County Boundary

Public Roads



City of Ukiah Zoning Designations



10/31/2024, 12:57:05 PM

Assessors Parcels

County Boundary

Public Roads

"PF"

"M"

"PD Commercial"

"PD Residential"

"C1"

"C2"

"CN"

"R3"

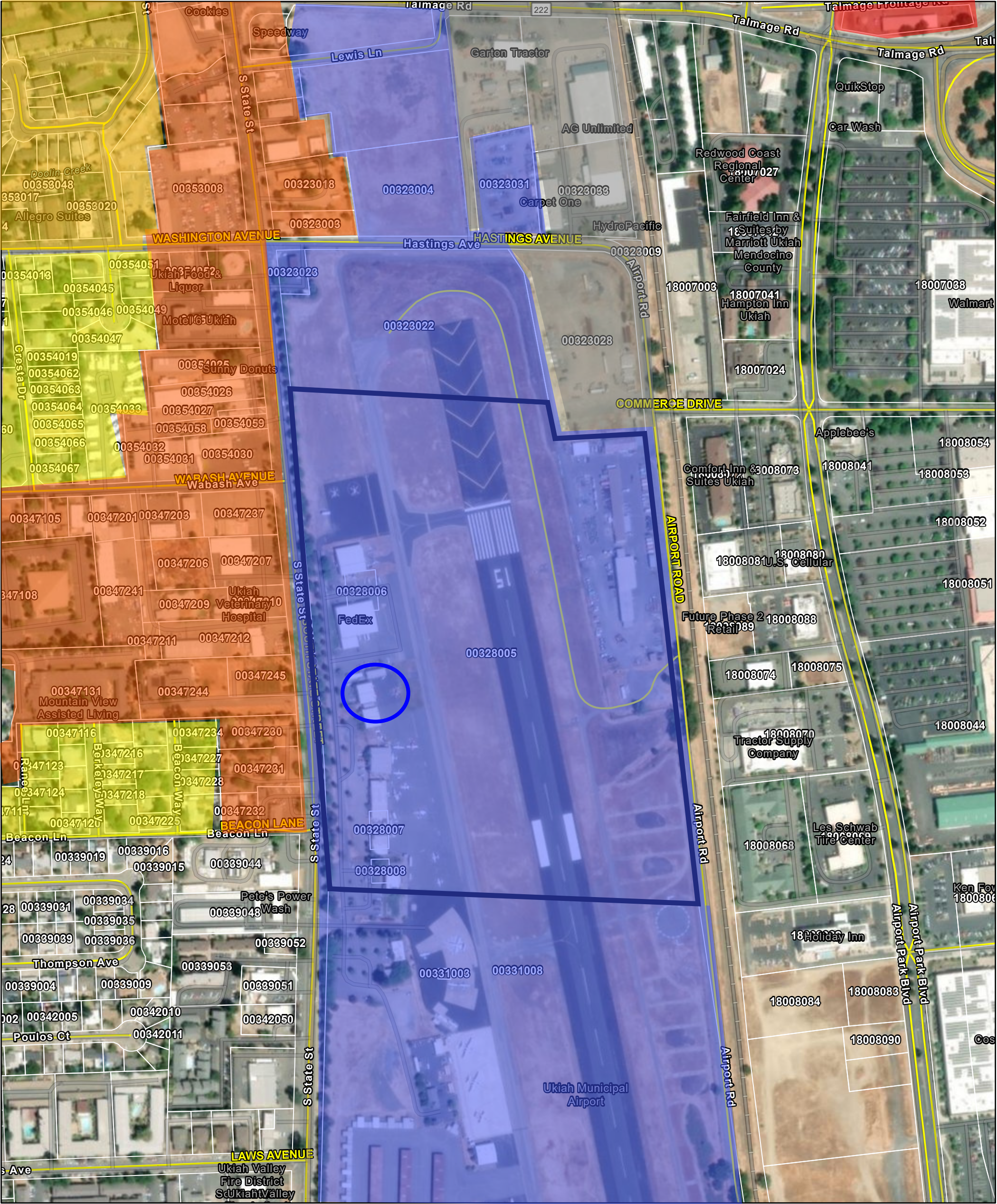
"R1"

1:4,514

00.040.080.16 mi

00.050.10.2 km

Ukiah 2040 Land Use Designations



10/31/2024, 12:57:05 PM

Assessors Parcels

County Boundary

Public Roads

Public Industrial

Low Density Residential

High Density Residential

Highway Commercial

1:4,514

00.040.080.16

00.050.10.2



Community Development and Planning Department
300 Seminary Avenue
Ukiah, CA 95482
planning@cityofukiah.com
(707)463-6203

DATE: April 2, 2009
TO: File # 09-10-SDP-UP-PC
FROM: Charley Stump, Planning Director
Greg Owen, Airport Manager
SUBJECT: Ukiah Municipal Airport Building Area & Land Use Development Plan Guidelines
Determination of Appropriate Use for the Relocation of CALSTAR at the Ukiah
Airport, 1351 South State Street, (File # 09-10-SDP-UP-PC)

CALSTAR has applied for a Site Development Permit to relocate their existing facility at the Ukiah Airport to a new location on the airport property. CALSTAR operates a rapid air transportation service providing 24 hour advanced life support and transport of victims of trauma and illness. The use includes office, crew quarters, and aircraft maintenance (see project description).

CALSTAR has been operating at the Ukiah airport since 1998 when a Site Development Permit (98-10) was approved by Planning Commission. Currently, CALSTAR operates in the West Central area. During a CalTrans Division of Aeronautics inspection of the airport, CALSTAR and the airport were informed that the current location of the facility was not safe due to 1) its proximity to a hillside and 2) being within 50-feet of parking for small fixed wing aircraft. This resulted in CALSTAR looking for a new location on the airport grounds. Cal Trans Division of Aeronautics has reviewed the new location of the facility and has provided preliminary approval (see attachments).

Based on the definition of Fixed Base Operators (FBO) included in the Guidelines and the information provided by CALSTAR, CALSTAR is an air taxi/charter operation which is one of the uses explicitly identified as an FBO in the definitions (Guidelines, page 13).

A review of the *Ukiah Municipal Airport Building Area & Land Use Development Plan Guidelines* for the proposed location of CALSTAR, Westside North, has revealed that neither FBO nor air taxi are identified as allowed or permitted in the Westside North area (Guidelines, page 6). The Guidelines do not allow general FBO or air taxi in any area within the plan boundaries.

The Guidelines allow the Planning Director and the Airport Manager to make a Determination of Appropriate Use *whenever a use is not listed as a use permitted as a right or a use subject to a use permit*. In order to make such a determination, specific findings are required (Guidelines, page 11, section IX). The following are the required findings:

1. The use would not be incompatible with other existing or allowed uses at the airport.

2. The use would not be detrimental to the continuing development of the area in which the use would be located.
3. The use is similar in nature and intensity to the uses listed as permitted uses.

Based on the following, CALSTAR is considered an appropriate use in the Westside North area of the airport subject to Planning Commission approval of a Use Permit:

- **Air Taxi/Transport (Existing Hangar).** Air taxi/transport would be the primary use and includes additional support/accessory uses (office, crew quarters, mechanic/technician facility). In the Westside North area, FBO's are described as including both large and medium hangars and that FBOs generally use large hangars (Guidelines, page 5). Since these uses are already common in the Westside North area and comprise most of the uses on the airport grounds, CALSTAR would not be incompatible with other existing or allowed uses at the airport. Also, for the past 3 summers, a helicopter has operated out of Hangar 10 that is adjacent to the proposed CALSTAR location.

CALSTAR helicopters would be located in a medium size hangar. Medium size hangars require approval of a Use Permit (Guidelines, page 6). The Guidelines do not indicate the use that is allowed to occur within the hangar. Since the CALSTAR helicopters would occupy a medium size hangar and the project does not propose to expand the size of the hangar, the use of the hangar by CALSTAR would be similar in nature and intensity to the use of a medium size hangar by a different tenant/use.

Since the use is located in an existing hangar, it would not affect the continuing development of the area. The helicopters would use a designated and marked landing area located outside of the hangar. The location has been reviewed by the Airport Commission and CalTrans Aeronautics and received preliminary approval. As such, the location would not be incompatible with other uses at the airport and would not be detrimental to the continuing development of the area.

- **Crew Quarters (New Modular).** The crew quarters would accommodate 1 pilot and 2 flight nurses 24 hours a day. This is part of the primary air taxi (FBO) use. FBO uses are already well established in the Westside North area. Although FBO appears to be a primary use at the airport and the primary purpose of an airport, very few if any uses identified as FBO are allowed in the areas identified in Guidelines. Due to the number of people and the size of the building, the crew quarters would be low intensity in nature and would likely operate similar to warehouse and distribution or freighting in that these facilities at times operate 24 hours a day and have few employees. Pursuant to zoning ordinance section 9261(B), approval of a Site Development Permit is required for the new building that would house the office use.
- **Office (New Modular).** The office use would include 1-2 people. This use is accessory to and operates in support of the primary air taxi (FBO) use. The definition of FBO states that offices and employee lounge are normally included in the larger hangars that house FBO uses (Guidelines, page 13). As such, office use is considered normally accessory to an FBO use. In this case the office use would not be accommodated within the hangar, but rather would be housed in a detached modular building. The number of people, size, and hours of operation of the office are likely to be similar in intensity to Technical Services and Sales Leasing, which are allowed with the approval of a Site Development Permit and Use Permit, respectively. Pursuant to zoning ordinance section

1 9261(B), approval of a Site Development Permit is required for the new building that
2 would house the office use.
3

- 4 ▪ **Aircraft Maintenance (Existing Modular).** Aircraft maintenance would employ one (1)
5 person. This use is accessory to and operates in support of the primary air taxi use.
6 Since the use is located in an existing building, it would not affect the continuing
7 development of the area. The maintenance building/office would be similar in nature and
8 intensity to a machine shop and electronic assembly/repair, which are allowed with
9 approval of a Site Development Permit and Use Permit, respectively.
10
- 11 ▪ **Agency Review.** The proposed location has been reviewed by City staff, the Airport
12 Commission, and CalTrans Division of Aeronautics. The Airport Commission reviewed
13 the location as part of the draft lease and voted to recommend approval (see
14 attachments, October 7, 2008 Airport Commission minutes). CalTrans Division of
15 Aeronautics has reviewed the proposed location and discussed the project with the
16 Airport Manager. CalTrans has given preliminary approval of the location (see
17 attachments).
18
- 19 ▪ **Use Permit.** The use of the existing medium size hangar and this determination of
20 appropriate use require approval of a Use Permit. Specific findings are required to be
21 made as part of approval of a use permit (zoning ordinance section 9262 (E)). The
22 findings include compatibility with the surrounding land uses and not creating a detriment
23 to public health, safety and general welfare. The Planning Commission has the ability to
24 place conditions on the Use Permit in order to ensure consistency with the required
25 findings (zoning ordinance section 9262(F)).
26

27 28 **CONCLUSION**

29
30 Based on the above, we are able to make the required findings and to conclude that the
31 proposed land use is an appropriate use in the Westside North area.
32
33

34
35 Attachment: CalTrans Division of Aeronautics Correspondence
36 Airport Commission Minutes
37
38



November 12, 2009

CALSTAR
Attn: Debbie Pardee
1407 S. State Street
Ukiah, CA 95482

Re: File No 09-10 SDP- UP- PC
Relocation of CALSTAR to 1351 South State Street (within the airport grounds)

Dear: Ms. Pardee,

The Planning Commission, at its regular meeting of August 26, 2009 approved your application for a Use Permit and Site Development Permit (File # 09-10 UP- SDP-PC) to allow the relocation of CALSTAR's operations to 1351 S. State Street, along with approval to place two new modular buildings at the new location. Furthermore on October 21, 2009 the City Council denied the appeal of this approval.

It was the action of the Planning Commission to approve the project subject to the following findings and conditions.

**DRAFT USE PERMIT FINDINGS TO ALLOW
CALSTAR OPERATIONS TO LOCATE AT 1351 SOUTH STATE STREET ON THE
AIRPORT GROUNDS AND OCCUPY AN MEDIUM SIZE HANGAR.**

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 project, as conditioned, is consistent with the following General Plan goals and policies:
 - Airport Goal AE-1: *Promote the Ukiah City Airport for the community benefit both now and in the future.*

The relocation of the CALSTAR operations to the proposed site will allow for the continuation of a viable business at the Ukiah City Airport. This business will provide the community with emergency medical transportation, which is valuable service in rural community.

CALSTAR
Use Permit and Site Development Permit
File No 09-10

- Airport Policy AE-1.1: *Ensure that the airport's vitality and growth help achieve the General Plan Vision.*

The relocation of CALSTAR will allow for the airport to continue to grow in that the exiting location can be used by another business that would benefit the community.

- Airport Goal AE-2: *Provide for long-term viability of the airport.*

The relocation of CALSTAR will allow emergency medical transportation to stay and continue to function at the Ukiah Airport which will add to the continued growth of the airport.

- Community Facilities and Services Goal CF-8: *Maintain effective, fast, and dependable emergency medical response in the Valley.*

The relocation of CALSTAR will allow for a more efficient and safe site while enabling reliable emergency medical transport to remain in the valley

2. The proposed project, as conditioned, is consistent with the purpose and applicable requirements of the Public Facilities zoning district in that: 1) airports and aviation related functions and uses are allowed. 2) the proposed use is consistent with the existing surrounding aircraft/air taxi uses. Based on information submitted by CALSTAR the operation fits the definition of aviation facilities and aviation related uses in the Zoning Ordinance.
3. The proposed project, as conditioned and with the approved use permit is consistent with the requirements of the Ukiah Municipal Airport Building Area and Land Use Development Plan Guidelines in that a Determination of Appropriate Use was made by the Director of Planning and the Airport Manager on April 2, 2009. The determination required that a use permit must be approved for this use. The appeal period for this determination ended April 20, 2009 and no appeals were received.
4. The proposed project, as conditioned, meets the zoning code parking requirements per section 9170.6 in that the proposed project will provide 6 parking spaces for this specific CALSTAR use. As proposed there will be one parking space per employee with one extra. Given that the use will not be visited by the general public one space per employee is adequate.
5. The proposed project site has been evaluated by CALTRANS Aeronautics. The proposed site is preferable to the existing site based on the following:
 - The proposed site provides greater separation and reduces the likelihood of incursion from pedestrians and motor vehicles since it is located further from the pedestrian and vehicular access at the terminal building.

- The proposed site conforms to the safety criteria for helicopter parking contained in FAA Advisory Circular 150/5390 (Helicopter Design). The existing site is located too close to the slope adjacent to the airport terminal building.
 - The proposed site is located a greater distance from fixed-wing aircraft.
6. The proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15303, Class 3(c), New Construction or Conversion of Small Structures, which allows for up to a total of four buildings on one site in urbanized areas not exceeding 10,000 square feet of floor area to be constructed when the use does not involve the use of a significant amount of hazardous substances; where all necessary public services and facilities are available; and the surrounding area is not environmentally sensitive. This exemption is based on the following:
- A. The combined square footage of all buildings on the site to be used is 5,544 square feet.
 - o 3,000 square foot existing hangar
 - o 720 square foot new office building
 - o 1,140 square foot new crew quarters
 - o 384 square foot existing modular office building
 - B. The use would be located on a developed lot with public services available.
 - C. The site is located in an urban area that is developed with existing structures, roads, buildings and landscaping therefore water courses, wildlife, wildlife habitat, floodway or flood plain or other environmentally sensitive areas.
 - D. The proposed location would not result in an increase in noise in that the same operational characteristics will be present at the proposed site. Furthermore the proposed site may result in a reduction of noise given that the distance from the closest building is greater than at the existing site and that the parking location will not be up against a hillside which causes an echo effect at the existing location.
7. The proposed project, as CALSTAR will be compatible with the surrounding uses based on the following and including testimony provided by CALTRANS Division of Aeronautics staff:
- A. CALSTAR is compatible with other uses at the Ukiah Airport in that their operation as an air taxi/charter operation is similar to the other uses in the

proposed location, including helicopters that operate out of the hangar located to the south of CALSTAR's proposed hangar.

B. CALSTAR will utilize a helicopter parking space (not a heliport) and does not require a heliport in order to operate.

C. CALSTAR's helicopter parking space provides adequate separation from other aircraft.

D. The proposed site conforms to the safety criteria for helicopter parking contained in FAA Advisory Circular 150/5390 (Helicopter Design). The existing site is located close to the slope adjacent to the airport terminal building.

E. Foreign object debris (FOD) is required to be maintained as part of CALSTAR's lease with the City of Ukiah and condition of approval #2.

8. The proposed project, as conditioned, will not be detrimental to the public's health, safety and general welfare based on the following and including testimony provided by CALTRANS Division of Aeronautics staff:

A. The relatively isolated location of the proposed site presents less opportunity for pedestrian and vehicle traffic incursion into CALSTAR operations. The proposed location is not located proximate to public pedestrian or vehicle access to the airport.

CALSTAR's existing location is located within 80 feet of the primary pedestrian access to the terminal building and within 38 feet of the primary vehicle access to the airport which creates potential for hazards to the general public as a result of the potential for vehicular and pedestrian incursion into the helicopter parking area and area used for maneuvering.

B. The proposed site will allow CALSTAR the ability to better control access to their facility. CALSTAR is separated from the tenant to the north (FedEx) by a cyclone fence. The area located outside of the hangar, including the grass area, is leased by CALSTAR and is for their exclusive use. The closest aircraft tie-down is 193 feet to the south and there is no direct access to the airport terminal building in proximity to the proposed location.

CALSTAR's existing location is located proximate to the terminal building, aircraft tie-down areas, vehicular access to the airport, and pedestrian access to the airport terminal building.

C. CALSTAR operations will be located further away from other aircraft. The space in front of CALSTAR's hangar is leased by CALSTAR and for their exclusive use. The closest tie-down is 193 feet which complies with FAA requirements.

The existing site is located within 84 feet of aircraft tie down areas.

D. Damage due to foreign object debris (FOD) dispersed as result of rotor wash will be reduced or eliminated. FOD will be required to be cleared from the site as part of requirements of the lease and condition of approval #2. The proposed location is 193 feet from aircraft tie down areas, increasing the distance that FOD would need to travel to encounter other aircraft.

The existing helicopter parking space is located 84 feet from aircraft tie-down area and 38 feet from vehicular access.

E. The proposed location will not increase noise generate by CALSTAR operations, and will likely reduce noise levels since 1) buildings in the area will provide noise attenuation and 2) the site is flat providing no hill for the noise to create an echo. The proposed location is located further from the terminal building, reducing exposure of employees and members of the public located in the building to noise and vibrations from helicopters.

The existing site is within 80 feet of the terminal building exposing employees and members of the public to noise and vibrations generated by the helicopters. The hill at the existing location creates an echo effect during helicopter arrival and departure that is disruptive to users of the airport terminal.

F. There are no residential uses nearby.

DRAFT SITE DEVELOPMENT PERMIT FINDINGS TO ALLOW THE PLACEMENT OF TWO MODULAR BUILDING ON THE CALSTAR SITE

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 project, as conditioned, is consistent with the public General Plan land use designation of the property in that public land uses, i.e. airport uses and business are intended uses for this land use designation. Furthermore the proposed project site is consistent with the following General Plan goals and policies.

- *Airport Goal AE-1: Promote the Ukiah City Airport for the community benefit both now and in the future.*

The relocation of the CALSTAR operations to the proposed site will allow for the continuation of a viable business at the Ukiah City Airport. This business will provide the community with emergency medical transportation, which is valuable service in rural community.

- Airport Policy AE-1.1: *Ensure that the airport's vitality and growth help achieve the General Plan Vision.*

The relocation of CALSTAR will allow for the airport to continue to grow in that the exiting location can be used by another business that would benefit the community.

- Airport Goal AE-2: *Provide for long-term viability of the airport.*

The relocation of CALSTAR will allow emergency medical transportation to stay and continue to function at the Ukiah Airport which will ad to the continued growth of the airport.

- Community Facilities and Services Goal CF-8: *Maintain effective, fast, and dependable emergency medical response in the Valley.*

The relocation of CALSTAR will allow for a more efficient and safe site while enabling reliable emergency medical transport to remain in the valley.

2. The proposed project, as conditioned, is consistent with the applicable requirements of the Public Facility (PF) zoning district in that airport and aviation uses are allowed.
3. The proposed project ,as conditioned, is consistent with the following findings required by zoning code section 9263(E):
 - A. The location of the new modular buildings will not create hazardous or inconvenient vehicular or pedestrian traffic patterns in that the buildings will be located along the north side of the CALSTAR site outside of any vehicular or pedestrian traffic areas.
 - B. The project site contains existing landscaping appropriate for the airport. No new landscaping is proposed other then cleaning up and maintaining the existing.
 - C. The project site is not located adjacent to a residential zoning district.
 - D. The proposed location of the single story modular buildings will not restrict or cut out light and air on the property, or the surrounding neighborhood because the new buildings will be separated from any adjacent buildings by at least 20 feet.
 - E. The site is located in an urban area that is developed with existing structures no water courses, wildlife, wildlife habitat, floodway or flood plain or other environmentally sensitive areas.

CALSTAR
Use Permit and Site Development Permit
File No 09-10

- F. The proposed modular building will be painted to match the exiting hangar on the site. The modular building are consistent with the exiting structure on the airport grounds. Furthermore because of the uphill berm along the front of the project site the modular will be barley visible from South State Street.

DRAFT USE PERMIT AND SITE DEVELOPMENT PERMIT CONDITIONS OF APPROVAL

1. Approval is granted for the operation of CALSTAR as described in the project description submitted to the Community Development and Planning Department and date stamped February 6, 2009 and as shown on the plans submitted to the Community Development and Planning Department and date stamped March 27, 2009 except as modified by the following conditions of approval.
2. On plans submitted for building permit, the applicant shall demonstrate how foreign object debris (FOD) will be managed. This includes, but is not limited to, installation of "hardy grass" in the areas identified as grass areas on the proposed location site plan. The FOD management plan is subject to staff review and approval.
3. 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/finaled.
4. On plans submitted for building permit, if required, these conditions of approval shall be included as notes on the first sheet.
5. Signs are not included as part of this approval. Signs require application for and approval of a sign permit from the Community Development and Planning Department .
6. 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.
7. 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.
8. 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.

9. All conditions of approval that do not contain specific completion periods shall be completed prior to building permit final.

From the Building Official (David Willoughby)

10. A building permit is required for the installation of the modular building.

From the Public Works Department (Ben Kageyama)

11. The proposed structures shall be served by new sanitary sewer and water service connection to the sewer and water mains. Applicant shall be responsible for sewer and water connection fees at the time the building permit is issued.
12. The existing sewer lateral shall be tested in accordance with City of Ukiah Ordinance No. 1105 and repaired and replaced is necessary prior to final inspection.

Standard City Requirements

13. 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.
14. All work within the public right-of-way shall be preformed by a licensed and properly insured contractor. The contractor shall obtain an encroachment permit for the work within this area or otherwise affecting this area. Encroachment permit fee shall be \$45.00 plus 3% of the Engineer's estimate of the constructions costs.
15. All required landscaping shall be properly maintained to insure the long-term health and vitality of the plants, shrubs and trees.

As acknowledgement of receipt of your project's Conditions of Approval please sign and return a copy of this letter.

If you have any questions feel free to contact me at (707) 463-6206 or jfaso@cityofukiah.com

Sincerely,



Jennifer Faso
Associate Planner

I _____, the applicant/Owner have read and agree to the above Conditions of Approval.

Applicant/Owner

Date



PROJECT REVIEW REFERRAL

Please provide comments by: November 8, 2024

The City of Ukiah Community Development Department is soliciting input on the project described below for use in the staff analysis, CEQA document, and public hearing documents. Please identify any questions you have or missing information you need to complete your review, as well as suggested Conditions of Approval.

TO:			
☒	City Community Development Director	☒	Ukiah Valley Fire Authority
☒	City Building Inspection Division	☒	Federal Aviation Administration
☒	City Public Works Department	☒	Caltrans - Division of Aeronautics
☒	City Fire Prevention Division	☐	PG&E
☒	City Police Department	☐	
☐	City Code Enforcement Division	☐	
☒	City Electric Utility Department	☐	
☒	Ukiah Municipal Airport Operations Manager	☐	
☒	Airport Land Use Commission	☐	
☒	Mendocino County Air Quality Mgmt District	☐	
☐	Mendocino County Environmental Health	☐	
☐	City Manager's Office	☐	Other:
FROM PROJECT PLANNER: Katherine Schaefer, Planning Manager			

PROJECT INFORMATION:	
Project Name & Permit #:	Reach Air Crew Quarters Upgrade - Minor Site Development #PA-000012
Site Address & APN:	1351 South State Street, Ukiah, CA; APN (003-280-05)
General Plan:	"AIP-PD" Airport Industrial Park Planned Development
Zoning:	"PD" Planned Development - Light Manufacturing/Mixed Use
Airport Compatibility Zone:	2 (Inner Approach/Departure Zone)
Date Filed:	9/27/24
Resubmittal:	
Date Referred:	10/30/24
Prev. Projects on Site (include file #)	File #09-10 UP-SDP-PC (relocation to 1351 S. State/construction of 2 modulars)
Applicant/Agent Name:	Brittany Hamilton
Phone:	417-530-4321
Email:	permits@kineticdd.com
Project Summary:	
Replacement of an outdated modular building with a new modular building on the same site. See Project Description.	

Please indicate whether you have comments and sign and date below. Return this Project Referral Form by the date noted above to the Project Planner listed.

Name and Affiliation/Department (please print) Ronda Gott Air Quality Mgmt Dist

☐

No Comment

☒

Comments / Conditions of Approval Attached

Ronda Gott

November 21, 2024

Signature

Date

Comments / Conditions of Approval:

This project is subject to the requirements of 40 CFR Part 61 NESHAPS-Asbestos. An Asbestos Demolition-Renovation Notification form is attached as well as a partial list of licensed Consultants for reference.



MENDOCINO COUNTY AIR QUALITY MANAGEMENT DISTRICT

P.O. Box 247
Ukiah, California 95482
707-463-4354
mcaqmd@mendocinocounty.gov
www.mendoair.org

ASBESTOS NOTIFICATION FORM FOR DEMOLITION AND RENOVATION

For District Use Only:		Date Received:		Notification #: ASB-		Facility #	
I Type of Notification: ☐ Original ☐ Cancellation ☐ Revision #:							
II Site Address: (include City)				Cross Street:			
Building Description:				Single Family Dwelling: ☐ Yes ☐ No			
Current Use:				Proposed Use:			
☐ Demolition ☐ Ordered Demolition [Attach Copy of Order] ☐ Renovation ☐ Emergency Renovation							
III Owner Name:				Telephone:			
Mailing Address:				City:			
Email:				State:		Zip:	
IV Is Asbestos Present? ☐ Yes ☐ No Survey Date: Attach Copy of Survey/Report? ☐							
Approximate Amount of Asbestos Containing Materials:							
Amount of RACM:		Sq. Ft.:		Linear Ft.:		Cubic Ft.	
Amount of Category 1 ACM:				Amount of Category II ACM:			
Scheduled Dates Asbestos Removal (MM/DD/YY)				Start Date:		Complete Date:	
Scheduled Dates of Demo/Renovation (MM/DD/YY)				Start Date:		Complete Date:	
Describe work to be performed, include work practices & engineering controls to be used to prevent airborne emissions of Asbestos:							
If your project is below the "threshold" amounts described on Page 2, sign and date the bottom of this notification form and submit it to the District for approval. For all other projects, complete items V–VIII below. Note: All burned structures require consultation with the Air Quality Management District.							
V Demolition or General Contractor:							
Email:		Telephone:		Cell#			
Mailing Address:		City:		State:		Zip:	
VI Asbestos Consultant:							
Email:		Telephone:		Cell#			
Mailing Address:		City:		State:		Zip:	
Asbestos Removal Contractor:							
Email:		Telephone:		Cell#			
Mailing Address:		City:		State:		Zip:	
Contact:		Title:		Telephone:			
VII Waste Transporter:							
EPA ID#							
VIII Disposal Site:							
Address/City							
I certify that the above information is true and correct to the best of my knowledge.							
(Signature of Owner/Operator) (Date)							
District Use Only: This project has met the requirements of Federal Asbestos NESHAP regulations under 40 CFR, 61.145 and may proceed with demolition or renovation activities upon completion of identified asbestos abatement and Lead Agency approval.							
District Representative: Date:							

**MENDOCINO COUNTY
AIR QUALITY MANAGEMENT DISTRICT**

**ASBESTOS NOTIFICATION FORM
FOR DEMOLITION AND RENOVATION**

INSTRUCTIONS

In accordance with the provisions of the Code of Federal Regulations, 40 CFR 61 subpart M for asbestos, anyone conducting a demolition or renovation project must thoroughly inspect the affected facility or portion of the facility for the presence of asbestos, including projects without Asbestos Containing Material (ACM) and provide written notification of the project to the Air Quality Management District. The notification requirements apply to all commercial buildings, government buildings, schools, multi-family dwellings and single family dwellings and other structures.

Demolition or renovation activities involving at least 160 square feet (80 linear meters or 260 linear feet) of regulated asbestos-containing materials (RACM) require abatement as well as notification. These amounts are known as “threshold” amounts.

For all demolition or renovation projects, fill out the form as completely as possible, including:

- Section I: Type of Notification,
- Section II: Building description,
- Section III: Owner Information,
- Section IV: Asbestos Information if Present,
- Section V: Demolition or General Contractor information if they are being used on this project,
- Section VI: Asbestos Consultant/Surveyor Information,
- Section VII: Waste Transporter Information, and
- Section VIII: Disposal Site Information

Should the structure contain “threshold” amounts of asbestos materials that must be abated prior to the demolition or renovation, fill out the Notification Form as completely as possible and submit the Notification and any related documents to the District for approval at least **10 days prior** to any abatement activity.

If your project is below the “threshold” amounts or a Single family dwelling, complete items I through III, sign and date the bottom of the Notification Form and submit it to the District for approval.

Note: All burned structures require consultation with the Air Quality Management District.

If the demolition is being ordered by a government agency, please provide a copy of the Demolition Order. For emergency renovations or demolitions please provide any documentation and describe the project. For specifically-defined "Emergency" conditions, the 10 working day period may be waived.

Fees associated with Asbestos Notification for Demolition and Renovation are attached to this form.

Please notify the District if the job is postponed or cancelled or if there are any revisions, if you have any questions or need further assistance.

In addition to the requirements of 40 CFR 61 subpart M, the California Health & Safety Code, Section 19827.5 requires written approval from the Mendocino County Air Quality Management District prior to the issuance of any demolition or renovation permit. CH&SC, Section 19827.5. states: ...”A demolition permit shall not be issued by any city, county...or state or local agency which is authorized to issue demolition permits...except upon the receipt from the permit applicant of a copy of each written asbestos notification regarding the building that has been required to be submitted to the US EPA or to a designated state agency...pursuant to Part 61 of Title 40 of the Code of Federal Regulations...”

Please note: Contact your California Certified Asbestos Consultant or Abatement Contractor for more information about removing asbestos safely.

**MENDOCINO COUNTY
AIR QUALITY MANAGEMENT DISTRICT**

**ASBESTOS NOTIFICATION FORM
FOR DEMOLITION AND RENOVATION
FEE SCHEDULE**

**Mendocino County Air Quality Management District
Regulation 1, Rule 1-310, Fees**

**SCHEDULE 8
ASBESTOS OPERATIONS FEE SCHEDULE**

Anyone conducting a demolition or renovation project subject to the provisions of Title 40 of the Code of Federal Regulations, Part 61, Subpart M for asbestos and required to submit a written notification of the project to the District shall pay to the District the following fee:

Asbestos operations other than single-family residential dwellings of less than five units.

Less than 100 lineal feet or less than 100 square feet	\$ 35.00
100 to 200 square feet or 100 to 300 lineal feet	\$ 65.00
200 to 500 square feet or 300 to 600 lineal feet	\$130.00
500 to 2,000 square feet or 600 to 2,400 lineal feet	\$200.00
2,000 to 20,000 square feet or 2,400 to 20,000 lineal feet	\$325.00
greater than 20,000 square feet or 20,000 lineal feet	\$650.00

If, upon inspection or in the course of a demolition or renovation project, it is discovered that the project properly belongs in a higher fee category than was initially determined, the owner or operator shall pay the balance of the fee for the higher category.

The appropriate fees listed above shall accompany the notification form. Failure to pay the appropriate fee at the time of notification form will be considered a failure to notify. In such case the owner or operator could be subject to significant penalties pursuant to federal law and regulation.

Any demolition or renovation project requiring an inspection by the Air Quality Management District shall pay an additional fee to the District for the actual cost of the inspection as determined by the Air Pollution Control Officer in accordance with Rule 1-330, Technical Services Fees.

Schedule 8 is not subject to annual CPI factor adjustments.

[Adopted 6/01/93; Amended 9/14/93; Amended 5/6/03]

State of California Department of Industrial Relations - Cal/OSHA
Asbestos Registrants' Database This data is current as of 11/02/2022

Reg # (click for detail)	CSLB #	Employer/DBA	Location	Expires	Phone
482	657754	CAL, Inc.	Vacaville, CA	11/16/2023	707-446-7996
756	269122	Curran Environmental Services, Inc.	Petaluma, CA	08/09/2023	707-529-6693
1064	974852	CVE NB Contracting Group, Inc. DBA: Central Valley Environmental	Fresno, CA	06/18/2023	707-584-1900
778	678993	Wahlund Construction, Inc.	Eureka, CA	05/14/2023	707-268-0150
1003	889664	Westlake Environmental Contractors	Lakeport, CA	11/18/2023	707-291-9115

More information can be found online at <http://www.dir.ca.gov/databases/doshacru/acrusearch.asp>

From: [Beth Nichols](#)
To: [Greg Owen](#); [Katherine Schaefer](#)
Cc: [Brittany Hamilton](#); [Adam Kreher](#); [Jesse Davis](#)
Subject: RE: Reach Air, Ukiah, CA - Permit #: PA24-000012 - Ready for Payment
Date: Tuesday, November 5, 2024 7:57:11 AM
Attachments: [img_bf2783b9-2832-4a46-b9e6-1b4f8938a0b8.gif](#)
[img_2ae9da58-b5ee-4cf0-bc39-dfe436b187be.png](#)
[img_bc782e98-35d4-4ee8-bc10-54ade002be07.png](#)
[img_f37692b0-8455-42d8-ae8b-cf20e711a8f5.png](#)
[img_a09b1c41-9f3f-4f0c-8aa0-74b1ccdbcae8.png](#)
[img_54e88e93-3c4f-42f1-96d1-1b4098b26568.png](#)
[img_4e629558-52eb-4ba3-a58e-559771683710.png](#)
[img_7204b851-942e-4c3d-8d2e-e3618d68b720.png](#)
[img_42e8a409-27d8-4c7c-9db4-d78b8320b3f6.png](#)
[EX100RAUC-ALP EXHIBIT.pdf](#)

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hi Greg,

I have attached an exhibit for you to review. The modular will be placed in the exact same location as the existing modular. We must add a handicap ramp for ADA compliance and if it cuts back to the west instead of running off to the east then it blocks the passageway between the hangar and the existing modular. Let me know if you have any questions or concerns about this layout. Thanks!



Beth Nichols
Designer
Kinetic Design + Development

- ☐ [417.530.4321](tel:417.530.4321)
- ☐ Ext. 140
- ☐ www.kineticdd.com
- ☐ beth@kineticdd.com
- ☐ [2215 W Chesterfield Blvd. Ste 01 Springfield. MO 65807](#)



IMPORTANT: The contents of this email and any attachments are confidential. They are intended for the named recipient(s) only. If you have received this email by mistake, please notify the sender immediately and do not disclose the contents to anyone or make copies thereof.

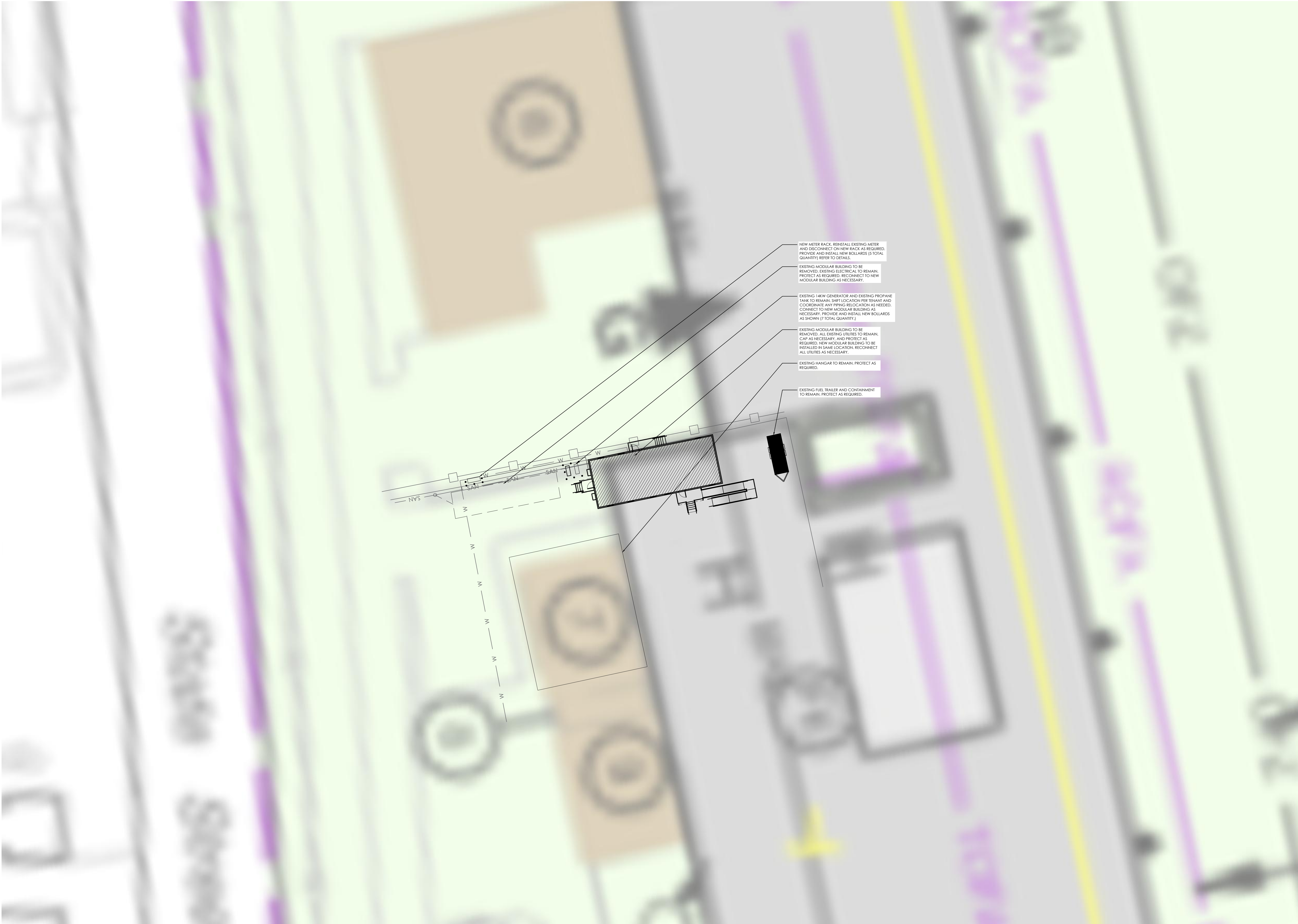


From: Greg Owen <gowen@cityofukiah.com>
Sent: Thursday, October 31, 2024 11:30 AM
To: Katherine Schaefer <KSchaefer@cityofukiah.com>
Cc: Beth Nichols <beth@KineticDD.com>; Brittany Hamilton <brittany@KineticDD.com>; Adam Kreher <Adam@KineticDD.com>; Jesse Davis <jdavis@cityofukiah.com>
Subject: Re: Reach Air, Ukiah, CA - Permit #: PA24-000012 - Ready for Payment

I am writing to discuss the current situation regarding the crew quarters, which are positioned right on the building restriction line. As we plan for the placement of the new trailer, it is crucial that we ensure it is correctly situated to comply with the current ALP (attached).

Thank you

Greg Owen
Airport Manager



1 ARCHITECTURAL SITE PLAN
SCALE: 1" = 20'-0"



INTERIM REVIEW ONLY

These documents are incomplete, and are released for interim review only and are not intended for regulatory approval, bidding, permit, or construction purposes.

ARCHITECT OF RECORD:
NAME: ABBY N. BOBBETT
LICENSE NO.: C-39034

PROJECT NUMBER: 24207 - RAUC
REVISION:

EXISTING TENANT IMPROVEMENTS
REACH AIR
1351 SOUTH STATE STREET
UKIAH MUNICIPAL AIRPORT
UKIAH, MENDOCINO COUNTY, CA 95482

EX1.0
ALP AIRPORT
EXHIBIT

DATE: NOVEMBER 5, 2024