

**CITY OF UKIAH
PLANNING COMMISSION MINUTES
REGULAR MEETING**
Civic Center Council Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482
Virtual Meeting Link: <https://zoom.us/j/91264543193>

**September 11, 2024
6:00 p.m.**

1. CALL TO ORDER

The City of Ukiah Planning Commission held a Regular Meeting on August 14, 2024. The meeting was legally noticed on August 09, 2024. The meeting was held in person and at the following virtual link: <https://zoom.us/j/91264543193>. Acting Chair A. deGrassi called the meeting to order at 6:00 p.m.

ACTING CHAIR A. deGRASSI PRESIDING

2. ROLL CALL

Roll was taken with the following **Commissioners Present:** Thao Phi, Mark Hilliker, and Acting Chair Alex de Grassi. **Commissioners Absent:** R. Johnson. **Staff Present:** Craig Schlatter, Community Development Director, Jesse Davis, Chief Planning Manager; and Stephanie Abba, Planning Commission Clerk.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited

4. AB 2449 NOTIFICATIONS AND CONSIDERATIONS

No Notifications or Considerations Received.

5. APPROVAL OF MINUTES

a. Approval of the Minutes of August 14, 2024, a Regular Meeting.

Motion/Second: Hilliker/Phii to approve the minutes of August 14, 2024, a Regular Meeting as submitted. Motion **carried** by the following Roll Call votes: **AYES:** T. Phi, M. Hilliker, and Acting Chair A. de Grassi. **NOES:** None. **ABSENT:** R. Johnson **ABSTAIN:** None.

6. APPEAL PROCESS

Acting Chair deGrassi stated the appeals deadline date is September 23, 2024. No appeals were received.

7. COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

No Comments from Audience

8. SITE VISIT VERIFICATION

Verified by the Commissioners

9. VERIFICATION OF NOTICE

Verified by Staff

10. PLANNING COMMISSIONERS' REPORTS

No Reports were given.

11. **DIRECTOR'S REPORT**

Received.

12. **CONSENT CALENDAR**

No items on the Consent Calendar

13. **UNFINISHED BUSINESS**

a. **Recommendation to the City Council for a Rezone of the Subject Parcel from Medium Density Residential – Planned Development (R-2: PD) to Medium Density Residential (R-2); and Approval of a Minor Subdivision Resulting in Two (2) Parcels at 960-979 Marlene Street; (APNs 003-100-24-003-100-437); File No. #24-9277.**

Motion/Second: Phi/Hilliker to Approve a recommendation to the City Council to adopt the categorical exemption, approve the Minor Subdivision, and approve a recommendation to rezone the subject property to apply the Base R-2 Zoning Designation. Motion **carried** by the following Roll Call votes: **AYES:** T. Phi, M. Hilliker, and Vice Chair de Grassi. **NOES:** None. **ABSENT:** R. Johnson. **ABSTAIN:** None.

14. **NEW BUSINESS**

No New Business was agendaized.

15. **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:09 P.M.



Stephanie Abba, Planning Commission Clerk

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**August 14, 2024
6:00 p.m.**

1. CALL TO ORDER

The City of Ukiah Planning Commission held a Regular Meeting on August 14, 2024. The meeting was legally noticed on August 09, 2024. The meeting was held in person and at the following virtual link: <https://zoom.us/j/91264543193>. Chair R. Johnson called the meeting to order at 6:01 p.m.

CHAIR R. JOHNSON PRESIDING

2. ROLL CALL

Roll was taken with the following **Commissioners Present:** Thao Phi, Mark Hilliker, Alex de Grassi, and Chair, Rick Johnson. **Commissioners Absent: None. Staff Present:** Craig Schlatter, Community Development Director, Jesse Davis, Chief Planning Manager; and Stephanie Abba, Planning Commission Clerk.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner deGrassi.

4. AB 2449 NOTIFICATIONS AND CONSIDERATIONS

No Notifications or Considerations Received.

5. APPROVAL OF MINUTES

a. Approval of the Minutes of July 24, 2024, a Regular Meeting.

Motion/Second: deGrassi/Hilliker to approve the Minutes of July 24, 2024, a Regular Meeting as submitted. Motion **carried** by the following Roll Call votes: **AYES:** T. Phi, M. Hilliker, A. de Grassi. and Chair, R. Johnson **NOES:** None. **ABSENT:** None **ABSTAIN:** None.

6. APPEAL PROCESS

Chair Johnson stated the appeals deadline date is August 26, 2024. No appeals were received.

7. COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

No Comments from Audience

8. SITE VISIT VERIFICATION

Verified by the Commissioners

9. VERIFICATION OF NOTICE

Verified by Staff

10. PLANNING COMMISSIONERS' REPORTS

No Reports were given.

11. DIRECTOR'S REPORT

Received.

12. **CONSENT CALENDAR**

No items on the Consent Calendar

13. **UNFINISHED BUSINESS**

No Unfinished Business was Agendized.

14. **NEW BUSINESS**

a. **Recommendation to the City Council for a 'General Plan Amendment' to convert a property at 195 Low Gap Road; (APN 002-080-39) from a Low-Density Residential (LDR) to a Community Commercial (CC) general plan land use designation, as well as 'Rezone' the property from Low-Density Residential (R-1) to Community Commercial (C-1). If approved, the intended use of the property would be for a 'Professional Office'. No additional development or expansion of the existing structure is proposed.**

Motion/Second: Hilliker/Phi to approve the recommendation to the City Council for a 'General Plan Amendment' to convert a property at 195 Low Gap Road; from a Low-Density Residential to a Community Commercial general plan land use designation, as well as 'Rezone' the property from a Low-Density Residential to Community Commercial with the additional Recommendation of adding a bicycle rack, increase landscaping and parking lot shade. Motion **carried** by the following Roll Call votes: **AYES:** T. Phi, M. Hilliker, A. de Grassi, and Chair R. Johnson **NOES:** None. **ABSENT:** None. **ABSTAIN:** None.

15. **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:02


Stephanie Abba, Planning Commission Clerk

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**July 24, 2024
6:00 p.m.**

1. CALL TO ORDER

The City of Ukiah Planning Commission held a Regular Meeting on April 24, 2024. The meeting was legally noticed on May 15, 2024. The meeting was held in person and at the following virtual link: <https://zoom.us/j/91264543193>. Chair R. Johnson called the meeting to order at 6:01 p.m.

CHAIR R. JOHNSON PRESIDING

2. ROLL CALL

Roll was taken with the following **Commissioners Present:** Thao Phi, Mark Hilliker, Alex de Grassi, and Chair, Rick Johnson. **Commissioners Absent:** **Staff Present:** Craig Schlatter, Community Development Director, Jesse Davis, Chief Planning Manager; and Stephanie Abba, Planning Commission Clerk.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Hilliker.

4. AB 2449 NOTIFICATIONS AND CONSIDERATIONS

No Notifications or Considerations Received.

5. APPROVAL OF MINUTES

a. Approval of the Minutes of June 12, 2024, a Regular Meeting.

Motion/Second: Phi/Hilliker to approve the Minutes of June 12, 2024, a Regular Meeting with the following corrections on Agenda Item 10. The **Correction** to the Minutes as stated by the commission and Director Schlatter, is that Director Schlatter did not say the meeting on July 10 would not be canceled. Motion **carried** by the following Roll Call votes: **AYES:** T. Phi, M. Hilliker, A. de Grassi. and Chair, R. Johnson **NOES:** None. **ABSENT:**..None **ABSTAIN:** None.

(The Clerk reviewed the recording of the meeting in order for the minutes to be more accurate. **(The Correction that was discussed and made at the meeting was inaccurate).** **The Accurate Correction is:** Director Schlatter stated that they are looking at a cancellation of the meeting on July 10th unless there are training topics or anything else the commission would like to discuss, and that he would not be here for the July 10th meeting, but Jesse would be here).

6. APPEAL PROCESS

Chair Johnson stated the appeals deadline date is August 5, 2024. No appeals were received.

7. COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

No Comments from Audience

8. **SITE VISIT VERIFICATION**

Verified by the Commissioners

9. **VERIFICATION OF NOTICE**

Verified by Staff

10. **PLANNING COMMISSIONERS' REPORTS**

Received

11. **DIRECTOR'S REPORT**

Presenter: Craig Schlatter, Community Development Director

Introduced Katherine Schaefer, Planning Manager *Received*.

12. **CONSENT CALENDAR**

No items on the Consent Calendar

13. **UNFINISHED BUSINESS**

No Unfinished Business was Agendized.

14. **NEW BUSINESS**

a. Ordinance Amendment to Ukiah City Code to update the City's existing Accessory Dwelling Unit (ADU) and Junior Accessory Dwelling Unit (JADU) regulations.

Motion/Second: Phi/Hilliker move to approve the proposed Ordinance amendment to update the City's existing Accessory Dwelling Unit and Junior Accessory Dwelling Unit Regulations to bring to City Council. Motion **carried** by the following Roll Call votes: **AYES:** T. Phi, M. Hilliker, A. de Grassi, and Chair R. Johnson **NOES:** None. **ABSENT:** None. **ABSTAIN:** None.

15. **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:45 p.m.



Stephanie Abba, Planning Commission Clerk