



Design Review Board

Regular Meeting **AGENDA**

Civic Center Annex ♦ 300 Seminary Avenue, Conference Room # 3 ♦ Ukiah, CA 95482

**To participate virtually, go to the following link: <https://us06web.zoom.us/j/85331193842>
To view the meeting (without participating), go to: <http://www.cityofukiah.com/meetings/>**

Or you can call in using your telephone only:

- **Toll-free 1-669-444-9171**
- **Enter the Access Code: 853 3119 3842**
- **Raise hand: After being recognized, Enter *9**
- **To Speak after being recognized: enter *6 to unmute yourself**

February 27, 2025 - 3:00 PM

The Design Review Board serves as an advisory body to City staff, Zoning Administrator, Planning Commission and City Council to make site design recommendations consistent with the City's Design Review Guidelines. The Design Review Board works with staff and applicants to review proposed site development permit applications, planned development applications and precise development plans, and make recommendations concerning architecture, site design layout, landscaping, parking, signage, exterior lighting and other aspects of urban design to City staff, Zoning Administrator, Planning Commission and City Council as appropriate.

The Design Review Board encourages applicants and/or their representatives to be available at the meeting to answer questions so that no agenda item need be deferred to a later date due to a lack of pertinent information.

1. CALL TO ORDER

2. ROLL CALL

3. CORRESPONDENCE

4. APPROVAL OF MINUTES

4.a. Approval of the November 21, 2024 - Special Meeting Minutes

Recommended Action: Approve the special meeting minutes of November 21, 2024

Attachments:

1. Special Meeting Minutes - November 21, 2024

5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

The Design Review Board (DRB) welcomes input from the audience that is within the subject matter jurisdiction of the DRB . 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.

6. NEW BUSINESS

- 6.a. Request for Review and Recommendation to the Planning Commission for an Ordinance Amendment to Ukiah City Code to Update the City's Sign Provisions.

Recommended Action:

Review and provide a recommendation to the Planning Commission on a proposed ordinance amendment to the City's Municipal Code.

Attachments:

1. Chapter 7 (Signs) - Clean
2. Ordinance Amendment – Redline
3. Design Guidelines – Sign Highlights (1992)
4. Handout – Existing Signage Checklist (2012)
5. City of Ukiah Signage Handout (2012)

7. MATTERS FROM THE COMMISSION

8. MATTERS FROM STAFF

9. 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 Annex, located at 300 Seminary Avenue., Ukiah, California, not less than 72 hours prior to the meeting set forth on this agenda.

Jesse Davis
02.24.25