



Zoning Administrator

Regular Meeting **AGENDA**

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

To participate virtually, go to the following link: <https://us06web.zoom.us/j/86824769549>
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: 868 247 695 49
- Raise hand: After being recognized, Enter *9
- To Speak after being recognized: enter *6 to unmute

April 15, 2025 - 11:00 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 April 25 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 December 19, 2024, Zoning Administrator Meeting Minutes

Recommended Action: Staff Recommends Review & Approval of the December 19, 2024, Zoning Administrator Meeting Minutes (Attachment 1)

Attachments:

1. ZAM.12.19.2024_DRAFT

6. **SITE VISIT VERIFICATION**

7. **PUBLIC HEARING**

- 7.a. Consideration of a Minor Site Development Permit to renovate and repurpose an existing commercial structure and utilize its previously approved signage allowance for continued restaurant use. The project includes the integration of a drive-through component, as permitted under Ukiah City Code (UCC) §9081, and in compliance with the off-street parking requirements of UCC §9198(D); File No. 25-000241; Permit No. PA25-000007.

Recommended Action: Staff recommends that the City of Ukiah Zoning Administrator: 1) Conduct a public hearing; and 2) Approve the Minor Site Development Permit to renovate and repurpose an existing commercial structure and utilize its previously approved signage allowance for continued restaurant use at 105 Pomeroy Street, Ukiah, CA; APN 002-247-02 as permitted under Ukiah City Code (UCC) §9081, and in compliance with the off-street parking requirements of UCC §9198(D)

Attachments:

1. Draft Conditions of Approval
 2. Draft Findings
 3. Application Materials
 4. Historical Signage Documents (105 Pomeroy Street)
 5. Agency Referral Responses
 6. Design Review Board Draft Minutes – March 27, 2025
- 7.b. Request to renew the existing Cannabis-Related Business Use Permit 'Local Roots' at 195 Seminary Avenue; APN 002-272-16 pursuant to Ukiah City Code (UCC) §9174.2(D)(1); File No. 25-000215; Permit No. PA25-000005

Recommended Action: Staff recommends that the City of Ukiah Zoning Administrator: 1) Conduct a public hearing; and 2) Approve the renewal of the existing cannabis-related business use permit at 195 Seminary Avenue; APN 002-272-16 pursuant to Ukiah City Code (UCC) §9174.2(D)(1)

Attachments:

1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials

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.

Katherine Schaefer 04.01.2025