



**CITY OF UKIAH
PLANNING COMMISSION MINUTES
REGULAR MEETING**

Civic Center Council Chamber ♦ 300 Seminary Avenue ♦ Ukiah, CA 95482

Virtual Meeting Link: <https://us06web.zoom.us/j/83128884939>

July 23, 2025

6:00 p.m.

1. CALL TO ORDER

The City of Ukiah Planning Commission held a Regular-Adjourned Meeting on July 23, 2025. The meeting was legally noticed on July 17, 2025. The meeting was held in person and at the following virtual link: <https://us06web.zoom.us/j/83128884939>. Chair de Grassi called the meeting to order at 6:00 p.m.

CHAIR de GRASSI PRESIDING

2. ROLL CALL

Roll was taken with the following **Commissioners Present**: Rick Johnson, Mark Hilliker, and Alex de Grassi. **Staff Present**: Craig Schlatter, Community Development Director; Jesse Davis, Chief Planning Manager; Katherine Schaefer, Planning Manager; and Araceli Sandoval, Deputy City Clerk.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Johnson.

4. AB 2449 NOTIFICATIONS AND CONSIDERATIONS

No notifications or considerations received.

5. APPROVAL OF MINUTES

a. Approval of the Minutes of July 9, 2025, a Regular Meeting.

Motion/Second: Johnson/Hilliker to approve the minutes of the July 9, 2025, a Regular Meeting, as submitted. Motion **carried** by the following Roll Call votes: **AYES**: Johnson, Hilliker, and de Grassi. **NOES**: None. **ABSENT**: None. **ABSTAIN**: None.

6. APPEAL PROCESS

Chair de Grassi stated the appeals deadline date is August 4, 2025.

7. COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

Clerk noted that there was no public presence online at that time.

8. SITE VISIT VERIFICATION

No site visit was necessary.

9. VERIFICATION OF NOTICE

Clerk noted that the agenda was properly noticed.

10. PLANNING COMMISSIONERS' REPORTS

Presenter: Vice Chair Hilliker.

11. DIRECTOR'S REPORT

Presenter: Craig Schlatter, Community Development Director.

Report was received.

12. CONSENT CALENDAR

No items on the Consent Calendar.

13. UNFINISHED BUSINESS

14. NEW BUSINESS

a. Introductions and Oaths of Office for the New Commissioners.

Presenter: Araceli Sandoval, Deputy City Clerk.

Commission consensus for the City Clerks Office to administer the Oaths of Office for the new commissioners at a separate occasion prior to their participation in Commission business.

b. Adoption of Resolution Amending the Planning Commission Rules of Conduct to Change the Meeting Start Time to 5:15 p.m.

Presenter: Craig Schlatter, Community Development Director.

Motion by Commissioner Johnson for the recommended action and for controversial topics to be placed towards the end of the agenda to enable public participation.

Motion dies for lack of a second.

Motion/Second: Johnson/Hilliker to adopt the Resolution amending the Planning Commission Rules of Conduct to change the meeting start time to 5:15 p.m. Motion **carried** by the following Roll Call votes: AYES: Johnson, Hilliker, and de Grassi. NOES: None. ABSENT: None. ABSTAIN: None.

c. Receive New Planning Commissioner Orientation Presentation and Discuss Questions with Staff.

Presenter: Craig Schlatter, Community Development Director.

Motion/Second: Johnson/Hilliker to continue this item to the next possible meeting. Motion **carried** by the following Roll Call votes: AYES: Johnson, Hilliker, and de Grassi. NOES: None. ABSENT: None. ABSTAIN: None.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 6:58 P.M.



Araceli Sandoval, Deputy City Clerk