



**CITY OF UKIAH
PLANNING COMMISSION MINUTES
REGULAR**

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

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

November 12, 2025

5:15 p.m.

1. CALL TO ORDER

The City of Ukiah Planning Commission held a Regular Meeting on November 12, 2025. The meeting was legally noticed on November 7, 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 5:15 p.m.

CHAIR de GRASSI PRESIDING.

2. ROLL CALL

Roll call was taken with the following **Commissioners Present:** Jacob Brown, Devery Montaña, Rick Johnson, Mark Hilliker, and Alex de Grassi. **Staff Present:** Craig Schlatter, Community Development Director; Jesse Davis, Chief Planning Manager; Katherine Schaefer; and Kristine Lawler, 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 October 22, 2025, a Regular Meeting.

Motion/Second: Hilliker/Brown to approve the minutes of the October 22, 2025, a Regular Meeting, as submitted. Motion **carried** by the following Roll Call votes: AYES: Brown, Montaña, Johnson, Hilliker, and de Grassi. NOES: None. ABSENT: None. ABSTAIN: None.

6. APPEAL PROCESS

Chair de Grassi stated the appeals deadline date is November 24, 2025, before 5:00 p.m.

7. COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

Public Comment: Pinky Kushner – Trees.

8. SITE VISIT VERIFICATION

All Commissioners confirmed their visit to the site.

9. VERIFICATION OF NOTICE

The Clerk noted that the agenda was properly noticed.

10. PLANNING COMMISSIONERS' REPORTS

Presenter: Vice Chair Hilliker and Commissioner Johnson.

11. DIRECTOR'S REPORT

a. Receive Community Development Director's Report.

Presenter: Craig Schlatter, Community Development Director.

No public comment was received.

The November 2025 report was received.

12. CONSENT CALENDAR

No items on the Consent Calendar.

13. UNFINISHED BUSINESS

No items on Unfinished Business.

14. NEW BUSINESS

a. Conduct a Public Hearing for Consideration of Approval for a Major Site Development Permit for the Construction of a Single-Story Commercial Shell with Shared Site Improvements at 1294 and 1296 North State Street (APN 001-370-36 and 001-370-37); File No. 25-001039; PA25-000017 (formerly File No. 17-3069).

Presenters: Katherine Schaefer, Planning Manager; Jesse Davis, Chief Planning Manager; and Craig Schlatter, Community Development Director.

PUBLIC HEARING OPENED AT 6:05 P.M.

Applicant Comment: Issa and Elias Tannons.

Public Comment: Lee Dickson and Pinky Kushner.

PUBLIC HEARING CLOSED AT 6:28 P.M.

Commission Consensus to re-open the public hearing.

PUBLIC HEARING RE-OPENED AT 6:37 P.M.

Applicant Comment: Issa and Elias Tannons.

PUBLIC HEARING CLOSED AT 6:40 P.M.

Motion/Second: Brown/Montaño to deny the Major Site Development Permit application as proposed, based on the inability to make mandatory findings related to public safety and traffic circulation (UCC §9263E Findings 2 and 3) due to the inclusion of the drive-through component. Motion **carried** by the following Roll Call votes: AYES: Brown, Montaño, Johnson, Hilliker, and de Grassi. NOES: None. ABSENT: None. ABSTAIN: None.

Motion/Second: Brown/Hilliker to approve the Major Site Development Permit for the Construction of a Single-Story Commercial Shell at 1294 N. State Street (APN 001-370-36 and 001-370-37); File No. 25-001039; PA25-000017 (formerly File No. 17-3069), conditioned upon the removal of the drive-through component, based on the Findings in Attachment 1, and subject to the Conditions of Approval in Attachment 2; and subject to the Planning Commission Special Condition of Approval:

- a. The Applicant shall Install signage to restrict egress onto North State Street by only allowing a right hand turn from the southeastern encroachment.
- b. The Applicant is recommend to install additional pedestrian access improvements along Empire Drive to encourage multimodal access).

Motion **carried** by the following Roll Call votes: AYES: Brown, Montano, Johnson, Hilliker, and de Grassi. NOES: None. ABSENT: None. ABSTAIN: None.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 6:54 p.m.



Kristine Lawler, CMC
City Clerk