



**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>

**March 25, 2026
5:15 p.m.**

1. CALL TO ORDER

The City of Ukiah Planning Commission held a Regular Meeting on March 25, 2026. The meeting was legally noticed on March 19, 2026. 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 5:17 p.m.

CHAIR de GRASSI PRESIDING.

2. ROLL CALL

Roll call was taken with the following **Commissioners Present:** Jacob Brown, Devery Montaña, Rick Johnson, and Alex de Grassi. **Commissioner Absent:** Mark Hilliker. **Staff Present:** Craig Schlatter, Community Development Director and Araceli Sandoval, Deputy City Clerk.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Montaña.

4. AB 2449 NOTIFICATIONS AND CONSIDERATIONS

No notifications or considerations received.

5. APPROVAL OF MINUTES

a. Approval of the Minutes of March 11, 2026, a Regular Meeting.

Motion/Second: Johnson/Brown to approve the minutes of the March 11, 2026, a Regular Meeting, as submitted. Motion **carried** by the following Roll Call votes: AYES: Brown, Montaña, Johnson, and de Grassi. NOES: None. ABSENT: Hilliker. ABSTAIN: None.

6. APPEAL PROCESS

Chair de Grassi stated the appeals deadline date is April 6, 2026, before 5:00 p.m.

7. COMMENTS FROM THE AUDIENCE ON NON-AGENDA ITEMS

Public Comment: Laura Leaf.

8. SITE VISIT VERIFICATION

No site visit was necessary.

9. VERIFICATION OF NOTICE

The Clerk noted that the agenda was properly noticed.

10. PLANNING COMMISSIONERS' REPORTS

Presenters: Chair de Grassi and Vice Chair Johnson.

11. DIRECTOR'S REPORT

a. Receive Community Development Director's Report.

Presenter: Craig Schlatter, Community Development Director.

Reports were received.

12. CONSENT CALENDAR

No items were placed on the Consent Calendar.

13. UNFINISHED BUSINESS

No items were placed on Unfinished Business.

14. NEW BUSINESS

a. Discussion with Possible Action Regarding a Change to the Planning Commission Rules of Conduct Regarding Section 9III, Viewing the Site.

Presenter: Craig Schlatter, Community Development Director.

No public comment was received.

Motion/Second: Brown/Johnson to direct Staff to amend Section 9III of the Planning Commission Rules of Conduct with Staff recommended Option 1*, and to remove the agenda section 'Site Visit Verification.' Motion **carried** by the following Roll Call votes: AYES: Brown, Montaño, Johnson, and de Grassi. NOES: None. ABSENT: Hilliker. ABSTAIN: None.

* **Option 1** - *In quasi-judicial hearings involving specific property, Commissioners must disclose if they have visited the site since the item was noticed. At the beginning of the agenda item for the hearing involving the specific property, the Planning Commission Chair shall poll the Commissioners to establish on the record, whether they have viewed the site, and any relevant observations and concerns from viewing the site.*

In quasi-legislative public hearings involving specific property, Commissioners may visit the site and may disclose the visit, but they are not required to.

RECESS 6:53 P.M. – 6:57 P.M.

b. Discussion with Staff regarding the Format of Planning Commission Staff Reports.

Presenter: Craig Schlatter, Community Development Director.

No public comment was received.

Commission input provided to Staff.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 7:27 p.m.

Araceli Sandoval, Deputy City Clerk