

CITY OF UKIAH
DESIGN REVIEW BOARD MEETING MINUTES
Special Meeting
CIVIC CENTER CONFERENCE ROOM #3
300 Seminary Avenue, Ukiah, CA 95482

Virtual Meeting Link: <https://us06web.zoom.us/j/81047660551>

April 29, 2026
2:00 p.m.

1. CALL TO ORDER

The Design Review Board met at a Special Meeting on April 29, 2026, having been legally noticed on April 27, 2026. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/81047660551>. Chair Akin called the meeting to order at 2:01 p.m.

2. ROLL CALL

Roll was taken with the following **Board Members Present:** Williams Hawkes, Tom Liden, Ronald J. Meaux, Kali Gordon, and Lorena Akin. **Staff Present:** Jesse Davis, Chief Planning Manager, Katherine Schaefer, Planning Manager; and Araceli Sandoval, Deputy City Clerk.

CHAIR AKIN PRESIDING.

3. CORRESPONDENCE

Araceli Sandoval, Deputy City Clerk, stated that no correspondence had been received.

4. APPROVAL OF MINUTES

a. Approval of the October 23, 2025, Regular Meeting Minutes.

Motion/Second: Liden/Gordon to approve the Regular Meeting Minutes of October 23, 2025, as submitted. Motion **carried** by the following roll call votes: AYES: Hawkes, Liden, Meaux, Gordon, and Akin. NOES: None. ABSENT: None. ABSTAIN: None.

5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

Clerk stated that there were no members of the public present.

6. NEW BUSINESS

a. Minor Use Permit at 760 Apple Avenue (APN: 003-050-66) to Construct a New 380 Square Foot Satellite Office as an Accessory Structure to the Existing 'Contractor Storage and Supply' Business Operating on the Subject Parcel. File No. 26-000835, Permit No. PA26-000005.

Presenters: Katherine Schaefer, Planning Manager and Jesse Davis, Chief Planning Manager.

Motion/Second: Akin/Liden to recommend and refer the project to the Zoning Administrator for approval based on the recommendations from the Board. Motion **carried** by the following roll call votes: AYES: Hawkes, Liden, Meaux, Gordon, and Akin. NOES: None. ABSENT: None. ABSTAIN: None.

7. MATTERS FROM THE COMMISSION

Presenter: Member Liden.

8. MATTERS FROM STAFF

Presenter: Jesse Davis, Chief Planning Manager.

Report was received.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 2:44 p.m.



Araceli Sandoval, Deputy City Clerk