



Zoning Administrator

Regular Meeting **AGENDA**

(to be held both at the physical and virtual locations below)

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

To participate or view the virtual meeting, go to the following link: <https://us06web.zoom.us/j/89375747883>

Or you can call in using your telephone only:

- Call (toll free) 1-888-788-0099
- Enter the Access Code: 893 7574 7883
Meeting I
- To Raise Hand enter *9
- To Speak after being recognized: enter *6 to unmute yourself

Alternatively, you may view the meeting (without participating) by clicking on the name of the meeting at www.cityofukiah.com/meetings.

September 8, 2026 - 10:00 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 [Date] at [Time].

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 June 3, 2026, Zoning Administrator Meeting Minutes

Recommended Action: Review and approval of the June 3, 2026, Zoning Administrator meeting minutes.

Attachments:

1. ZAM_06.03.26 - Draft

6. SITE VISIT VERIFICATION

7. PUBLIC HEARING

- 7.a. Consideration of a Minor Use Permit to establish a Temporary Outdoor Community Activation Site at 290 Seminary Avenue, Including Outdoor Vendor Activities, Mobile Food Vendors, Demonstrations and Workshops, Recreational Activities, Seating and Gathering Areas, and Occasional Live Entertainment; File No. 26-001316, Permit No. PA26-000017.

Recommended Action: 1) Conduct a public hearing; and 2) Approve the Minor Use Permit to allow a temporary outdoor community activation site at 290 Seminary Avenue, including outdoor vendor activities, mobile food vendors, demonstrations and workshops, recreational activities, seating and gathering areas, and occasional live entertainment; File No. 26-001316, Permit No. PA26-000017, based on the Findings in Attachment 1 and the Conditions of Approval in Attachment 2.

Attachments:

1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials
4. Agency Referral Response

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.

Kristine Lawler, CMC
Dated: 9/3/26



CITY OF UKIAH
ZONING ADMINISTRATOR MEETING MINUTES
Meeting Held in Person and Via Teleconference

Virtual Meeting Link: <https://ukiahca.portal.civicclerk.com/event/4579/media>

June 3, 2026 at 10:00 A.M.

Ukiah Civic Center, 300 Seminary Avenue, Conf. Room 3

STAFF & PUBLIC PRESENT

Craig Schlatter, AICP: Zoning Administrator
Katherine Schaefer: Planning Manager
Jesse Davis, AICP: Chief Planning Manager
Steven Delucia
Steven Ratley

Lars Langberg
Kali Gordon
Estok Menton
Jim Mayfield
Amy Bickerton

1. CALL TO ORDER

On June 3, 2026, the meeting was held in person and virtually. The meeting was called to order at 10:01 a.m. by Zoning Administrator Craig Schlatter, AICP, presiding.

2. VERIFICATION OF NOTICE

Staff verified proper notice of the meeting

3. APPEAL PROCESS

The Zoning Administrator reviewed the appeal process.

4. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

No Comments from Audience.

5. APPROVAL OF MINUTES

The Zoning Administrator reviewed and approved October 2, 2025 - Zoning Administrator Meeting Minutes as submitted.

6. SITE VISIT VERIFICATION

The Zoning Administrator noted that he was able to sufficiently access the project site at 680 South State Street APN 002-301-54 and 760 Apple Avenue (APN 003-050-66).

7. PUBLIC HEARING

7.a. Consideration of a Minor Use Permit to Convert an Existing Commercial Structure into "Ukiah Bowl," a Twelve-Lane Bowling-Anchored Social Venue with Complementary entertainment, Dining, and Recreation Uses, in Accordance with Applicable Provisions of the Ukiah City Code; File No. PA26-000013.

Planning Manager Jesse Davis presented the staff report, and noted a modification to Condition of Approval #14, and indicated that it would be updated to read as follows:

"Public hours of operation shall be limited to closing no later than 10:00 p.m. Sunday through Wednesday, and no later than 11:00 p.m. Thursday through Saturday. Any proposed expansion of public hours of operation shall be subject to the review and approval of the Community Development Director."

The Zoning Administrator asked questions and received responses from Staff. The Zoning Administrator also requested additional explanation regarding the recent adoption of an ordinance amending parking regulations and the associated impact on the requested project.

The public hearing was opened at 10:17 a.m.

Public comment was received from Steve Delucia (Applicant/Owner) who responded to questions and provided clarifications related to the project. Additional comments were provided by Estok Menton, Jim Mayfield, and Amy Bickerton.

The public hearing was closed at 10:20 a.m.

The Zoning Administrator directed Staff to revise the draft findings and conditions to reflect the discussion and presentation at the public hearing. and approved the minor use permit to convert an existing commercial structure into "Ukiah Bowl," a twelve-lane bowling-anchored social venue with complementary entertainment, dining, and recreation uses, in accordance with applicable provisions of the Ukiah City Code; File No. PA26-000013

At 10:22 AM the Zoning Administrator declared a brief approximately 5 minute recess to allow the room to clear between items.

7b. Consideration of a Minor Use Permit and Minor Site Development Permit at 760 Apple Avenue (APN: 003-050-66) to Construct a New 410 Square Foot Satellite Office Accessory Structure Associated with the Existing Contractor Storage and Supply Business. File No. 26-000835; Permit No. PA26-000005.

Planning Manager Katherine Schaefer presented the staff report.

The public hearing was opened at 10:30 a.m.

Public comment was received from Estok Menton (Applicant/Owner) who responded to questions and provided clarifications related to the project.

The public hearing was closed at 10:40 a.m.

The Zoning Administrator approved the Minor Use Permit and Minor Site Development Permit at 760 Apple Avenue (APN: 003-050-66) to Construct a New 410 Square Foot Satellite Office Accessory Structure Associated with the Existing Contractor Storage and Supply Business. File No. 26-000835; Permit No. PA26-000005.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:43 a.m. on June 3, 2026.

DATE: September 8, 2026
TO: Zoning Administrator
FROM: Katherine Schaefers, Planning Manager
SUBJECT: Minor Use Permit to establish a Temporary Outdoor Community Activation Site at 290 Seminary Avenue, Including Outdoor Vendor Activities, Mobile Food Vendors, Demonstrations and Workshops, Recreational Activities, Seating and Gathering Areas, and Occasional Live Entertainment; File No. 26-001316, Permit No. PA26-000017.

SUMMARY

OWNER: Amy Bickerton & John Rheinfrank
APPLICANT & AGENT: Amy Bickerton (Ukiah B Team LLC)
LOCATION: 290 Seminary Avenue, Ukiah, CA; APN 002-263-04
TOTAL ACREAGE: Approximately 7,324-square-foot fenced event site
GENERAL PLAN: Downtown Core
ZONING DISTRICT: General Urban (GU)
AIRPORT COMPATIBILITY: Compatibility Zones 4 (Outer Approach/Departure Zone) and 6 (Traffic Pattern Zone)
ENVIRONMENTAL DETERMINATION: Categorical Exemption, CEQA Guidelines Section 15304(e), Minor Temporary Uses of Land
RECOMMENDATION: Conditional Approval, based on the Findings in Attachment 1 and Conditions of Approval in Attachment 2.

PROJECT LOCATION & EXISTING CONDITIONS

The project site is located at 290 Seminary Avenue at South School Street in Downtown Ukiah. The proposed event area encompasses approximately 7,324 square feet and is currently developed with perimeter chain-link fencing, a 40' x 8' x 9'6" storage container, an 8' x 5'6" x 7' movable storage shed, existing water and electrical connections, and a 22-foot gated vehicle access from South School Street near Seminary Avenue. No permanent buildings are located within the proposed event area.

Existing sidewalks are located along the site frontage. The project materials identify commercial and residential uses on adjoining properties and existing commercial and residential tenant parking outside of the proposed project area. The site plan identifies vegetation along the south, east, and north portions of the site and indicates that no on-site storm drains are present.

The property has a Downtown Core General Plan land use designation and is zoned General Urban (GU) under the Downtown Zoning Code. The site is located within the Ukiah Municipal Airport Influence Area and is bisected by Compatibility Zones 4 and 6.

BACKGROUND

On May 26, 2026, the applicants submitted an application for a Minor Use Permit to establish a temporary outdoor community event and vendor site at 290 Seminary Avenue.

As proposed, the project will be a phased activation of the site. The initial phase consists of temporary and movable installations with limited event frequency. The applicant identifies a possible future phase involving increased event frequency and additional temporary seating, shade, or site amenities. This Minor Use Permit addresses the project and site plan described in the application submitted on May 26, 2026, and revised on June 11, 2026. Future permanent improvements, or an expansion of operations beyond the scope authorized by this permit, would require separate review by the Community Development Department.

PROJECT DESCRIPTION

The applicants propose to establish an outdoor community event and vendor site within the existing fenced area at 290 Seminary Avenue. Activities would include artisan and maker vendors, food trucks and other small-scale food vendors, arts and craft demonstrations or workshops, recreational activities and games, seating and gathering areas, and occasional live music or performances.

Events are proposed to occur primarily on weekends or in coordination with other downtown activities and would generally last between four and eight hours. The applicant identifies an estimated maximum event attendance of approximately 75 people. As discussed under Airport Land Use below, the project's normal busiest-period occupancy is limited by the Ukiah Municipal Airport Land Use Compatibility Plan.

Temporary site features may include pop-up tents or canopies, tables, chairs, vendor booths, activity equipment, and an eight-foot foldable event sign. The conceptual site plan identifies the following programmed areas:

- Activity Area: 1,200 square feet;
- Sitting Area: 625 square feet;
- Vendor Area: 612 square feet;
- Games Area: 600 square feet;
- Demonstration Area: 500 square feet; and
- Food Vendor Area: 480 square feet.

No new permanent buildings or other permanent site improvements are proposed. Vehicle access through the existing 22-foot gate would be limited primarily to loading and unloading before and after events. The applicant states that most attendees are anticipated to arrive on foot or use nearby public parking.

LAND USES AND ZONING

The property is zoned General Urban (GU) under the Downtown Zoning Code. Ukiah City Code Section 9223 identifies the Building and Site Uses allowed within the GU zone and the permit level required for each use. The proposal contains several Building and Site Uses, including mobile food vendors, outdoor sales establishments, and live entertainment.

Table 3 of Ukiah City Code Section 9223 requires a Minor Use Permit for both mobile food vendors and outdoor sales establishments in the GU zone. Live entertainment is regulated by Ukiah City Code Section 9224.6. Pursuant to Ukiah City Code Section 9223.1(A)(2), when a single parcel contains two or more Building and Site Uses identified in Table 3, the overall project is processed under the highest planning permit level required for any individual use. A Minor Use Permit is required for the proposed project.

Pursuant to Ukiah City Code Section 9231.4 and Table 28, the Zoning Administrator is the approval authority for a Minor Use Permit. The findings for approval are contained in Ukiah City Code Section 9262(E).

AGENCY CONSIDERATIONS & REFERRAL

On July 14, 2026, project referrals were sent to the following responsible or trustee agencies with jurisdiction over the Project (See Table 1). No substantial commentary was received.

TABLE 1: AGENCY COMMENTS	
Agency	Comment
City of Ukiah, Building Inspection Division	No Response
City of Ukiah, Fire Prevention Division	No Response
City of Ukiah, Electrical Utility Department	No Response
City of Ukiah, Public Works Department	No Response
City of Ukiah Police Department (UPD)	No Comment
Ukiah Valley Fire Authority	No Response
City of Ukiah, Water and Sewer	No Response

STAFF ANALYSIS

GENERAL PLAN & ZONING: The Project site carries a Downtown Core General Plan land use designation. The Downtown Core designation is intended to establish the Downtown as the central gathering place in the community for commercial, entertainment, hospitality, and urban living, and identifies entertainment venues and central gathering spaces, plazas, and paseos among its typical uses.

General Plan Policy LU-3.1 identifies the Downtown as a center for shopping and commerce, social and cultural activities, and government and civic functions. Policy LU-3.3 encourages arts, entertainment, recreational, and cultural experiences and events within the Downtown. Policy LU-2.4 requires new mixed-use and commercial development with street or bicycle-route frontage to include amenities that connect and create a comfortable environment for walking, sitting, and socializing.

As shown in Table 2 below, the surrounding area contains a mix of office, retail, hospitality, commercial, event, civic, and residential uses. The Project proposes temporary outdoor vendor, food, recreational, gathering, and entertainment activities within an existing fenced Downtown site.

TABLE 2: SURROUNDING USES AND ZONING		
	ZONING:	USE:
NORTH	Urban Center (UC); General Urban (GU)	Offices (Law Offices of Michael J. Shambrook; People's Midwifery; Cavalin Accountancy)
EAST	Urban Center (UC); General Urban (GU)	Retail and Hospitality (Visit Mendocino County; Reju Peptides; Travelodge by Wyndham Ukiah)
SOUTH	General Urban (GU)	Commercial and Event Space (Kirk Driving School; Veterans Memorial Building)
WEST	General Urban (GU); Public Facility (PF)	Residential and Commercial (Mendo TechNet and Studio C Salon); City of Ukiah Civic Center

As discussed under Land Uses and Zoning above, mobile food vendors and outdoor sales establishments require approval of a Minor Use Permit within the General Urban zoning district. Live entertainment is regulated by Ukiah City Code Section 9224.6. The Project is processed as a Minor Use Permit pursuant to Ukiah City Code Section 9223.1(A)(2), with the Zoning Administrator acting as the approval authority pursuant to Section 9231.4 and Table 28.

LIVE ENTERTAINMENT, NOISE & OPERATIONS: The Project includes occasional small-scale live music or performances, and may include amplified live music. Ukiah City Code Section 9224.6(A) allows live entertainment involving four or fewer acoustical performers as an accessory use when the entertainment remains incidental to the primary use and concludes by 9:00 p.m. Section 9224.6(B)(3) authorizes amplified live entertainment with Zoning Administrator approval of a Minor Use Permit. Sections 9224.6(B)(2) and 9224.6(B)(4) separately authorize the Zoning Administrator to consider live entertainment involving more than four performers or continuing after 9:00 p.m. The applicant describes the proposed live entertainment as occasional and small-scale and has not identified a large performance group or performances continuing after 9:00 p.m. As currently drafted, Condition of Approval No. 13 authorizes amplified live entertainment pursuant to Section 9224.6(B)(3), limited to four or fewer performers and concluding by 9:00 p.m.

Sound amplification is separately regulated by Division 7, Chapter 1, Article 6 of the Ukiah City Code. Section 6057 limits sound amplifying equipment used for a commercial purpose to 8:00 a.m. to 6:00 p.m., except on Sundays and legal holidays, and noncommercial amplification to 8:00 a.m. to 10:00 p.m. Section 6057 also limits amplified sound to 15 decibels above the ambient base noise level and prohibits amplified sound audible more than 200 feet from the amplifying equipment. Section 6048 establishes commercial ambient base noise levels of 65 dBA from 7:00 a.m. to 10:00 p.m. and 60 dBA from 10:00 p.m. to 7:00 a.m. Section 6058 further prohibits loud, unnecessary, or unusual noise that disturbs the peace or causes discomfort or annoyance, considering factors including the intensity and duration of the noise, proximity to residential sleeping facilities, time of day, and frequency of occurrence. Condition of Approval No. 15 incorporates these standards. For purposes of Article 6, "commercial purpose" includes the use

of sound amplifying equipment to attract the public to or advertise a performance, entertainment, exhibition, or event.

The applicant states that events will generally occur on weekends or in coordination with existing Downtown activities and will typically last between four and eight hours. The Downtown Zoning Code does not establish a separate numerical event-frequency limitation for the Building and Site Uses included in the Project.

Ukiah City Code Section 9224.6(C)(6) requires consideration of the potential need for annual review of a live entertainment Use Permit. Staff does not recommend annual review at this time. Conditions of Approval Nos. 13 through 15 establish measurable limitations for live entertainment, sound amplification, noise, and lighting. The Ukiah Police Department reviewed the Project and provided no comment, and no agency comment received during referral requested annual review or identified an operational or public-safety issue requiring periodic review. If the approved use is not conducted in compliance with the Minor Use Permit or Conditions of Approval, Ukiah City Code Section 9262(H) provides a process for revocation of the Use Permit.

PARKING & CIRCULATION: The Project is located within the Downtown Parking Improvement District. Ukiah City Code Section 9228.2(D) exempts qualifying commercial structures existing as of January 1, 1979 from required off-street parking; however, the proposed outdoor event use does not rely on this exemption. Pursuant to Section 9228.2 and Table 14, parking for a use classified as “Other” may be determined through the Use Permit process when a Use Permit is otherwise required.

The Project does not propose dedicated on-site attendee parking. The existing 22-foot gate from South School Street would provide vehicle access for food trucks, vendors, loading and unloading, and event setup and breakdown. The applicant submitted an inventory of public on-street and municipal parking within the surrounding Downtown area and anticipates that visitors would primarily arrive on foot or utilize nearby public parking.

Pursuant to Ukiah City Code Section 9228.2 and Table 14, Staff does not recommend dedicated on-site attendee parking for the approved use. The Project's location within the Downtown Parking Improvement District, surrounding public parking supply, pedestrian access from South School Street and Seminary Avenue, limited event duration, and the Project's occupancy limitation were considered as part of this determination. Condition of Approval No. 18 limits use of the existing South School Street gate to vendors, food trucks, loading and unloading, accessibility needs, emergency access, and event setup and breakdown.

AIRPORT LAND USE: The Project site is located within Compatibility Zones 4 (Outer Approach/Departure Zone) and 6 (Traffic Pattern Zone) of the Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP). The Project site is bisected by the Compatibility Zone boundary. Pursuant to UKIALUCP Policy 3.3.1, a Project site located within more than one Compatibility Zone is evaluated as multiple sites divided at the Compatibility Zone boundary, with the standards for each Compatibility Zone applied to the buildings or areas of outdoor congregation located within that portion of the site.

Staff compared the applicant's conceptual site plan and Project activity layout to the Airport Compatibility Zone boundary. The Sitting Area and Vendor Area are located within Compatibility Zone 6; the Demonstration Area and Activity Area are located within Compatibility Zone 4; and the Games Area and Food Vendor Area are bisected by the Compatibility Zone boundary. Existing storage areas, utilities, loading areas, the site entrance, and other support features are not identified as primary areas of outdoor congregation. The conceptual site plan identifies the location and size

of each programmed activity area and states that the layout may vary depending on event requirements.

Table 3A of the UKIALUCP establishes a maximum sitewide average nonresidential intensity of 150 persons per acre within Compatibility Zone 4 and 300 persons per acre within Compatibility Zone 6. The corresponding single-acre intensity limits are 450 persons per acre in Zone 4 and 1,200 persons per acre in Zone 6. All nonresidential development is required to satisfy both the sitewide-average and single-acre intensity standards.

Based on the City-prepared Airport Compatibility Zone and Project Activity Overlay Map, approximately 4,670 square feet, or 0.1072 acre, of the Project site is located within Zone 4 and approximately 2,735.5 square feet, or 0.0628 acre, is located within Zone 6. These map measurements are approximate and are used for purposes of this airport compatibility analysis. The measured areas total approximately 7,405.5 square feet, compared to the approximately 7,324-square-foot event site identified on the applicant's conceptual site plan.

TABLE 3: UKIALUCP INTENSITY CALCULATION				
Compatibility Zone	Approx. Area	Area in Acres	Table 3A Sitewide Average Limit	Allowable Occupancy
Zone 4	4,670 sf	0.1072 ac.	150 persons/ac.	16.08 persons
Zone 6	2,735.5 sf	0.0628 ac.	300 persons/ac.	18.84 persons
Combined	7,405.5 sf	0.1700 ac.		34.92 persons

The calculations are as follows:

Zone 4: 0.1072 acre × 150 persons/acre = 16.08 persons

Zone 6: 0.0628 acre × 300 persons/acre = 18.84 persons

Combined sitewide occupancy = 34.92 persons

Within the Downtown Zoning Code, pursuant to UCC Section 9231.11(B), fractional results for calculations other than residential density, minimum lot area, and number of lots are rounded to the nearest whole number, with decimals of 0.5 or greater rounded up. Staff has applied this rounding convention to the occupancy calculations above, resulting in an occupancy allowance of 16 persons within Compatibility Zone 4 and 19 persons within Compatibility Zone 6, for a combined sitewide occupancy of 35 persons.

UKIALUCP Policy 3.3.2 allows all or part of the nonresidential intensity generated within the more restrictive portion of a split Project site to be transferred to the less restrictive portion. The resulting intensity within the receiving zone may exceed the sitewide-average intensity established for that zone, provided the single-acre intensity limit remains satisfied. The purpose of the policy is to move people outside of the higher-risk compatibility zone.

The Zone 4 portion of the Project site generates an occupancy allowance of approximately 16 persons, while the Zone 6 portion generates approximately 19 persons, for a combined calculated occupancy of approximately 35 persons. Hypothetically, a full transfer of the Zone 4 occupancy allowance to Compatibility Zone 6 would allow the combined 35-person calculated occupancy to be

concentrated within the 0.0628-acre Zone 6 portion of the site. This would result in an intensity of approximately 557 persons per acre within Zone 6:

$$35 \text{ persons} \div 0.0628 \text{ acre} = \text{approximately } 557 \text{ persons per acre}$$

The resulting intensity exceeds the Zone 6 sitewide-average standard of 300 persons per acre; however, UKIALUCP Policy 3.3.2 permits the sitewide-average intensity within the receiving zone to be exceeded following an intensity transfer. The resulting intensity of approximately 557 persons per acre remains below the Zone 6 single-acre intensity limit of 1,200 persons per acre.

Condition of Approval No. 11 limits occupancy within Compatibility Zone 4 to approximately 16 persons at one time and allows the balance of the 35-person sitewide occupancy to be located within Compatibility Zone 6 pursuant to Policy 3.3.2. The Airport Compatibility Zone and Project Activity Overlay site maps identify the boundary between the two Compatibility Zones.

The applicant identifies an estimated maximum site occupancy of approximately 75 persons during events. UKIALUCP Policy 3.5.2 requires nonresidential intensity calculations to include all employees, customers, visitors, and other persons who may be present on the property at one time, whether indoors or outdoors, using occupancy during normal busiest periods. Policy 3.2.6 further provides that, except for Rare Special Events, the total number of persons permitted on a Project site at any time may not exceed the occupancy established by the intensity standards.

The Rare Special Events exception in Policy 3.8.1 applies to events for which a facility is not designed and normally not used, such as an air show, street fair, or golf tournament. The proposed Project is specifically designed and permitted for recurring outdoor community events and is not analyzed under the Rare Special Events exception. Staff's calculation results in a combined allowable occupancy of approximately 35 persons. As occupancy is expressed as whole persons, Staff has included Condition of Approval No. 10, limiting total Project occupancy to 35 persons at one time, including attendees, vendors, performers, employees, volunteers, and other persons present on the site. The applicant's estimated 75-person maximum occupancy would not be authorized by the Minor Use Permit.

UKIALUCP Policy 3.3.6 requires dedication of an Avigation Easement for off-airport Projects situated completely or partially within Compatibility Zones 1 through 5. As part of the project lies within Compatibility Zone 4, Condition of Approval No. 12 requires the property owner to record the Avigation Easement prior to commencement of the approved use.

No new permanent structures are proposed. The existing storage container is approximately 9 feet 6 inches in height, the movable shed is approximately seven feet in height, and proposed event features consist of temporary and movable equipment. The Project does not include structures approaching the 35-foot evaluation threshold identified by the UKIALUCP for additional airspace protection review.

SITE LIGHTING: No permanent site lighting is proposed as part of the Project. Temporary lighting may be used during event operations. The outdoor lighting standards of Ukiah City Code Section 9225 require fixtures to be directed downward and away from adjoining properties and the public right-of-way, hooded or shielded to prevent light or glare beyond the property line, and nonessential lighting to be turned off after 11:00 p.m.

The UKIALUCP also identifies bright lights, searchlights, laser light displays, and distracting lighting that could be mistaken for airport lighting as characteristics to be avoided. Condition of Approval No. 15 incorporates the City lighting standards and prohibits lighting capable of creating a visual hazard or distraction to aircraft.

ENVIRONMENTAL DOCUMENTATION

The Project is subject to the California Environmental Quality Act (CEQA), and qualifies for the Class 4 Categorical Exemption under CEQA Guidelines Section 15304(e), Minor Temporary Uses of Land.

Section 15304(e) applies to minor temporary uses of land having negligible or no permanent effects on the environment. The Project consists of temporary outdoor events conducted on an existing fenced asphalt lot. Proposed event features include movable tents or canopies, tables, chairs, vendor booths, food trucks, recreational equipment, and temporary activity and demonstration equipment. No permanent buildings, grading, utility extensions, or permanent expansion of the developed site are proposed.

The existing storage container and movable shed would remain. No removal of healthy, mature, scenic trees is proposed. Any future permanent improvements identified by the applicant would be subject to separate review and are not included in the present Project.

Staff reviewed the exceptions to categorical exemptions contained in CEQA Guidelines Section 15300.2 and did not identify an exception based on the Project record.

NOTICE

- Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9263 and 9264:
- Published in the Ukiah Daily Journal on August 30, 2026
- Posted on the Project site on August 26, 2026;
- Posted at the Civic Center (glass case) on August 25, 2026; and
- Mailed to property owners within 300 feet of the Project parcels on August 26, 2026
- Emailed to all agencies having jurisdiction: August 25, 2026.

RECOMMENDATION

Staff recommends that the City of Ukiah Zoning Administrator:

- 1) Conduct a public hearing; and
- 2) Approve the Minor Use Permit to establish the Temporary Outdoor Community Activation Site at 290 Seminary Avenue, APN 002-263-04, pursuant to Ukiah City Code Sections 9223, 9231.4, and 9262, based on the Findings in Attachment 1 and subject to the Conditions of Approval in Attachment 2.

ATTACHMENTS

1. Draft Findings
2. Draft Conditions of Approval
3. Application Materials, including Project Description, Conceptual Site Plan, Project Maps including Airport Compatibility Zone Map, and Project Activity Overlay
4. Agency Referral Response

**DRAFT FINDINGS
MINOR USE PERMIT
TEMPORARY OUTDOOR COMMUNITY ACTIVATION SITE
290 SEMINARY AVENUE, UKIAH, CA; APN 002-263-04
FILE NO. 26-001316, PERMIT NO. PA26-000017**

Community Development Department Staff recommends conditional approval of a Minor Use Permit to establish a Temporary Outdoor Community Activation Site at 290 Seminary Avenue pursuant to Ukiah City Code Sections 9223, 9231.4, and 9262.

USE PERMIT FINDINGS (UCC §9262E)

A) The proposed land use is consistent with the provisions of this Title as well as the goals and policies of the City General Plan.

The Project site has a Downtown Core General Plan land use designation and is located within the General Urban (GU) zoning district of the Downtown Zoning Code. The Downtown Core designation establishes Downtown Ukiah as a central gathering place for commercial, entertainment, hospitality, and urban living and identifies entertainment venues and central gathering spaces among its typical uses.

The Project is consistent with goals and policies of the General Plan related to Downtown uses. General Plan Policy LU-3.1 identifies the Downtown as a center for shopping and commerce and for social and cultural activities. Policy LU-3.3 encourages arts, entertainment, recreational, and cultural events within the Downtown, while Policy LU-2.4 encourages pedestrian-oriented amenities providing opportunities for walking, sitting, and socializing.

The Project includes mobile food vendors, outdoor sales establishments, demonstrations and workshops, recreational activities, seating and gathering areas, and occasional live entertainment. Table 3 of Ukiah City Code Section 9223 requires a Minor Use Permit for mobile food vendors and outdoor sales establishments in the GU zone. Pursuant to Section 9223.1(A)(2), a Project containing two or more Building and Site Uses is processed under the highest planning permit level required for an individual use.

Live entertainment is regulated by Ukiah City Code Section 9224.6. The Project includes occasional small-scale live entertainment, with the potential for amplified live music. Section 9224.6(B)(3) authorizes amplified live entertainment with Zoning Administrator approval of a Minor Use Permit. Condition of Approval No. 13 authorizes amplified live entertainment, limits the approved entertainment to four or fewer performers, and requires live entertainment to conclude by 9:00 p.m. Condition of Approval No. 14 requires sound amplification and Project noise to comply with Ukiah City Code Sections 6048, 6057, and 6058.

The Project site is also located within Compatibility Zones 4 and 6 of the Ukiah Municipal Airport Land Use Compatibility Plan. General Plan Policy LU-10.5 requires new development within each airport zone to conform to the height, use, and intensity standards of the UKIALUCP. Staff's current intensity calculation establishes a normal busiest-period occupancy of 35 persons. Conditions of Approval Nos. 10 and 11 limit Project occupancy and its distribution between

Compatibility Zones 4 and 6, and Condition of Approval No. 12 requires recordation of the Avigation Easement required by UKIALUCP Policy 3.3.6.

Ukiah City Code Section 9228.2 and Table 14 allow parking for a use classified as “Other” to be determined through the Use Permit process when a Use Permit is otherwise required. Staff determined through the Minor Use Permit review that dedicated on-site attendee parking is not required for the approved use. Condition of Approval No. 18 limits use of the Project site's vehicle access to vendors, food trucks, loading and unloading, accessibility needs, emergency access, and event setup and breakdown.

B) The proposed land use is compatible with surrounding land uses and shall not be detrimental to the public's health, safety, and general welfare.

The Project would operate within an existing fenced asphalt lot at 290 Seminary Avenue. No new permanent buildings, grading, or permanent expansion of the developed site are proposed. Event infrastructure would consist of temporary and movable tents or canopies, tables, chairs, vendor equipment, recreational equipment, food trucks, and temporary signage.

As shown in Table 1 of the Staff Report, surrounding uses include professional offices to the north; retail and hospitality uses to the east; commercial and event uses, including the Veterans Memorial Building, to the south; and residential, commercial, and City civic uses to the west. The Project site is served by existing streets, sidewalks, water, and electrical utilities.

The Project would include occasional live music and performances. Ukiah City Code Section 9224.6(C) requires consideration of potential loitering, lighting and security, compatibility with surrounding uses, health and safety, police and fire service demand, and the potential need for annual review. The Ukiah Police Department reviewed the Project and provided no comment, and no agency comment received during referral requested annual review or identified an operational or public-safety issue requiring periodic review. Conditions of Approval Nos. 13 through 15 establish limitations for live entertainment, sound amplification, noise, and lighting. Staff does not recommend annual review at this time. Standard Condition of Approval No. 8 provides for revocation pursuant to Ukiah City Code Section 9262(H) if the approved use is not conducted in compliance with the Minor Use Permit or its Conditions of Approval.

Ukiah City Code Section 9224.6(C)(6) requires consideration of the potential need for annual review of a live entertainment Use Permit. Staff does not recommend annual review at this time. The Conditions of Approval establish measurable limitations on event hours, frequency, occupancy, live entertainment, noise, lighting, loading, and other event operations. No agency comment received during referral requested annual review or identified an operational or public-safety issue requiring periodic review. If the use is not conducted in compliance with the Minor Use Permit or its Conditions of Approval, Ukiah City Code Section 9262(H) provides a process for revocation of the Use Permit.

The Project does not include dedicated attendee parking within the event site. Public parking is available within the surrounding Downtown area, and the applicant anticipates that visitors would primarily arrive on foot or use nearby public parking. Condition of Approval No. 18 limits use of the existing South School Street gate to vendors, food trucks, loading and unloading, accessibility needs, and emergency access and prohibits obstruction of adjoining sidewalks or roadways.

The Project's location within Airport Compatibility Zones 4 and 6 is addressed by Conditions of Approval Nos. 10 through 12. Normal busiest-period occupancy is limited to 35 persons, areas of outdoor congregation are subject to the split-zone intensity standards, and an Avigation Easement is required prior to commencement of the use.

CEQA FINDINGS

The Project qualifies for the Class 4 Categorical Exemption under CEQA Guidelines Section 15304(e), Minor Temporary Uses of Land.

The Project consists of temporary outdoor event activities on an existing fenced asphalt lot and would use temporary and movable tents, canopies, furnishings, vendor booths, food trucks, recreational equipment, and activity or demonstration equipment. No permanent buildings, grading, utility extensions, or permanent expansion of the developed site are proposed.

No removal of healthy, mature, scenic trees is proposed. Future permanent improvements described conceptually by the applicant are not part of this approval and would be subject to separate review.

Staff reviewed the exceptions identified in CEQA Guidelines Section 15300.2 and did not identify an exception based on the Project record.

PUBLIC NOTICE

- Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9263 and 9264:
- Published in the Ukiah Daily Journal on August 30, 2026
- Posted on the Project site on August 26, 2026;
- Posted at the Civic Center (glass case) on August 25, 2026; and
- Mailed to property owners within 300 feet of the Project parcels on August 26, 2026
- Emailed to all agencies having jurisdiction: August 25, 2026.

**DRAFT CONDITIONS OF APPROVAL
MINOR USE PERMIT
TEMPORARY OUTDOOR COMMUNITY ACTIVATION SITE
290 SEMINARY AVENUE, UKIAH, CA; APN 002-263-04
FILE NO. 26-001316, PERMIT NO. PA26-000017**

The following Conditions of Approval shall be made a part of the Minor Use Permit, shall remain in force regardless of property ownership, and shall be implemented for this entitlement to remain valid.

Approved Project Description: Minor Use Permit to establish a Temporary Outdoor Community Activation Site within the existing fenced event area at 290 Seminary Avenue. Approved activities include artisan and maker vendors, mobile food vendors, demonstrations and workshops, recreational activities and games, seating and gathering areas, and occasional small-scale live entertainment. Temporary site features may include tents or canopies, tables, chairs, vendor booths, food trucks, recreational equipment, activity and demonstration equipment, and temporary signage. No new permanent buildings or permanent site improvements are approved with this Minor Use Permit. The approved conceptual site plan identifies a 1,200-square-foot Activity Area, 625-square-foot Sitting Area, 612-square-foot Vendor Area, 600-square-foot Games Area, 500-square-foot Demonstration Area, and 480-square-foot Food Vendor Area. This approval is based on the Findings provided in Attachment 1 and the Project materials submitted in Attachment 3.

CITY OF UKIAH STANDARD CONDITIONS

1. This approval is not effective until the 10-day appeal period applicable to this Planning Permit has expired without the filing of a timely appeal. If a timely appeal is filed, the Project is subject to the outcome of the appeal and shall be revised as necessary to comply with any modifications, conditions, or requirements that were imposed as part of the appeal.
2. All use, construction, and the location thereof, or occupancy, shall conform to the application and to any supporting documents submitted therewith, including any maps, sketches, or plot plans accompanying the application or submitted by the Applicant in support thereof.
3. Any construction shall comply with the "Standard Specifications" for such type of construction now existing or which may hereafter be promulgated by the Department of Public Works of the City of Ukiah. Except where higher standards are imposed by law, rule, or regulation, or by action of the Zoning Administrator, such standards shall be met.
4. Building permits for the approved Project shall be issued within two years after the effective date of this Planning Permit. If building permits are not issued within this period, this approval shall be null and void.
5. In addition to any condition which might be imposed, any construction shall comply with all building, fire, electric, plumbing, occupancy, and structural laws, rules, regulations, and ordinances in effect at the time the Building Permit is approved and issued.
6. The Applicant shall submit verification of all applicable permits or approvals in compliance with all local, state, and federal laws to the Community Development Department prior to issuance of building permits.

7. All fees associated with the Project planning permits and approvals shall be paid in full prior to occupancy.
8. As provided by Ukiah City Code Section 9262(H), this Planning Permit may be revoked through the City's revocation process if the approved use is not conducted in compliance with the Minor Use Permit and these Conditions of Approval; if the use is not established within two years of the effective date of the approval; or if the established use ceases or is suspended for 24 consecutive months.
9. In accordance with Public Resources Code Section 21083.2, if prehistoric archaeological features or materials are encountered during any future ground-disturbing activity associated with the approved Project, work in the immediate vicinity of the discovery shall cease and the discovery shall be evaluated by a qualified archaeologist. Work may resume following completion of any measures required by the Community Development Department.

PROJECT SPECIFIC CONDITIONS

10. Normal busiest-period occupancy of the Project site shall not exceed 35 persons at one time, including attendees, vendors, performers, employees, volunteers, and other persons present on the site.
11. No more than 16 persons shall be present within the portion of the Project site located in Compatibility Zone 4 at one time. The balance of the 35-person sitewide occupancy may be located within Compatibility Zone 6 pursuant to UKIALUCP Policy 3.3.2.
12. Prior to commencement of the approved use, the property owner shall dedicate and record an Avigation Easement in favor of the City of Ukiah, as owner of the Ukiah Municipal Airport, pursuant to UKIALUCP Policy 3.3.6.
13. Live entertainment shall be limited to four or fewer performers at one time and shall conclude no later than 9:00 p.m. Live entertainment involving more than four performers or continuing after 9:00 p.m. is not included within this approval.
14. Sound amplifying equipment used in connection with the Project shall comply with Division 7, Chapter 1, Article 6 of the Ukiah City Code. Pursuant to Section 6057(B), sound amplifying equipment used for a commercial purpose may operate only between 8:00 a.m. and 6:00 p.m. each day except Sundays and legal holidays, and sound amplifying equipment used for a noncommercial purpose may operate only between 8:00 a.m. and 10:00 p.m. Pursuant to Section 6057(C), amplified sound shall not exceed fifteen decibels above the ambient base noise level and shall not be audible at a distance greater than 200 feet from the amplifying equipment. All Project operations shall also comply with the ambient base noise levels established by Section 6048 and the general noise requirements of Section 6058.
15. Temporary event lighting shall be directed downward and away from adjoining properties and the public right-of-way and shall be hooded or shielded to prevent emission of light or glare beyond the property line, in accordance with the outdoor lighting standards of Ukiah City Code Section 9225. Nonessential lighting shall be turned off after 11:00 p.m. Searchlights, laser lighting, or other lighting capable of creating a visual hazard or distraction to aircraft are prohibited.
16. Mobile food vendor vehicles shall be removed from the Project site following event operations and shall not remain on the site overnight. Establishment of a stationary mobile food vendor

is not authorized by this Minor Use Permit unless separately reviewed and approved by the Community Development Department.

17. Tents, canopies, tables, chairs, vendor booths, recreational equipment, demonstration equipment, and similar event features shall remain temporary and movable. No permanent building, permanent site improvement, grading, or expansion of the developed event footprint is authorized by this Minor Use Permit. Temporary equipment shall not obstruct pedestrian or emergency access.
18. Vehicle access through the existing 22-foot South School Street gate may be used for food trucks, vendors, loading and unloading, accessibility needs, emergency access, and event setup and breakdown. Project vehicles and loading activities shall not obstruct the adjoining public sidewalk or roadway.
19. Event-related solid waste and recycling shall be contained within the designated refuse areas shown on the approved site plan during event operations. Waste generated by an event shall be removed or placed in collection containers following the event and shall not accumulate on the Project site.
20. The proposed foldable event sign and any additional temporary or permanent signage shall comply with Division 3, Chapter 7 of the Ukiah City Code. Approval of this Minor Use Permit does not constitute approval of a Sign Permit. A Sign Permit shall be obtained prior to installation or placement of any sign for which a permit is required by Section 3220.
21. The Applicant shall maintain current contact information with the Community Development Department for a person responsible for Project operations and for responding to complaints regarding noise, lighting, refuse, parking, or other event operations.
22. The conceptual "Phase 2 – Expanded Activation" described in the application materials does not authorize an increase in occupancy beyond Condition of Approval No. 10, expansion of the approved event footprint, permanent site improvements, or other material change to the approved Project. Any such change shall be submitted to the Community Development Department prior to implementation. The Community Development Director shall determine whether the proposed change remains within the scope of the approved Minor Use Permit or requires an amendment or separate planning permit.

Project Description

Temporary Outdoor Community Activation Space in Downtown Ukiah

[Overview](#)

[Contact](#)

[Existing Site Conditions](#)

[Proposed Use](#)

[Site Setup and Improvements](#)

[Operations](#)

[Phased Implementation](#)

[Community Benefit](#)

[Compliance and Coordination](#)

Overview

Our proposed project is a temporary outdoor community activation space located on a 0.25-acre fenced lot at 290 Seminary Avenue in downtown Ukiah.

We intend to improve and activate this underutilized downtown lot through small-scale, community-oriented activities that complement existing downtown events and businesses. These activities may include food trucks, artisan vendors, outdoor arts and crafts, recreational activities, and occasional live performances.

We envision the lot as a flexible, pedestrian-oriented gathering space where we can pilot different uses and evaluate feasibility and community interest before considering any permanent development.

Contact

This proposal was prepared by Amy, Jean, and Tim Bickerton as part of our minor use permit application. We welcome your input, and will continue to solicit feedback from the community. Our goal is to serve Ukiah, our adopted hometown.

The B Team LLC



Existing Site Conditions

The project site consists of a fenced asphalt lot at the corner of School and Seminary, a block from Alex Thomas Plaza and in close proximity to downtown Ukiah events such as the Ukiah Farmers Market, First Fridays, ice skating, Pumpkinfest, etc.

The site has been underutilized, overgrown, and full of debris for years. After purchasing the property on May 22, 2026, we've worked to clean up the lot and get it ready for new life. It currently contains no permanent structures. It has a cargo container and a small shed for lockable storage. The lot has its own dedicated water and electric utilities.

Pedestrian and vehicle access is available from School Street near Seminary Avenue.

Proposed Use

We propose using the site for community-oriented outdoor activities including:

- Food trucks and small-scale food vendors
- Artisan and maker booths
- Craft demonstrations and workshops
- Informal recreational activities and lawn games
- Community seating and gathering areas
- Occasional small-scale live music or performances

Events will generally occur on weekends or in coordination with existing downtown activities and will typically last between 4–8 hours.

The project is intended to function as a low-intensity outdoor community gathering space.

Site Setup and Improvements

All initial improvements will be temporary, movable, and low-impact in nature. Proposed temporary improvements may include:

- Pop-up tents, umbrellas, or canopies for shade
- Tables, chairs, and movable seating
- Temporary vendor and food truck areas
- Temporary storage associated with site operations
- Portable activity and demonstration equipment

No major permanent construction is proposed as part of the initial phase of the project.

Estimated maximum site occupancy during events is approximately 75 people.

Project Description:

Temporary Outdoor Community Activation Space in Downtown Ukiah

Page 2 / 4

Phased Implementation

The project is intended to be implemented incrementally.

Phase 1 – Pilot Activation

- Temporary installations only
- Limited event frequency
- Evaluation of operations and community participation

Phase 2 – Expanded Activation (if warranted)

- Increased event frequency
- Potential addition of enhanced temporary seating, shade, and site amenities
- Refinement of layout and programming

Any future permanent improvements would be subject to separate review and permitting as required.

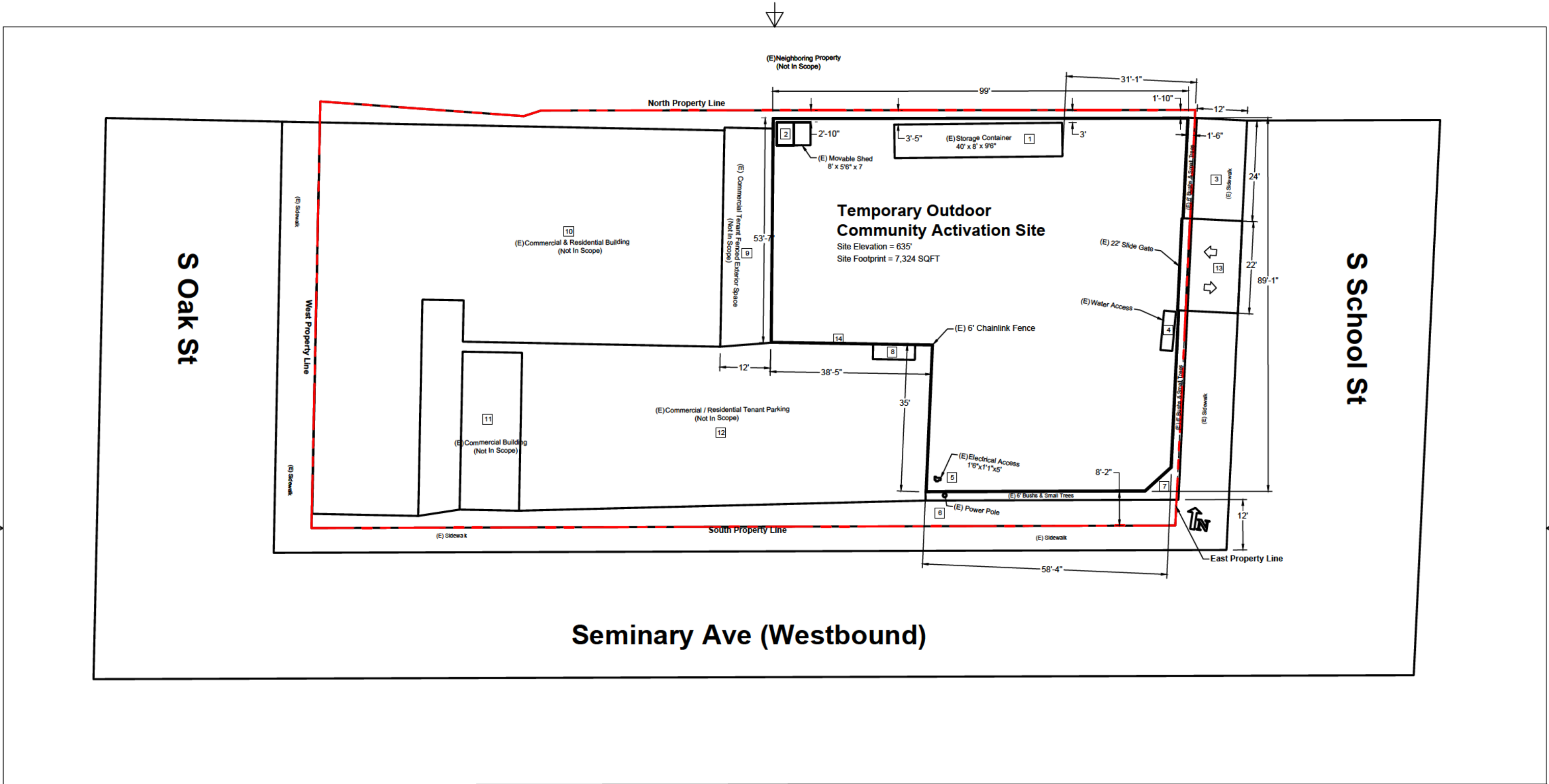
Community Benefit

The proposed project is intended to:

- Activate an underutilized downtown property
- Support local small businesses, food vendors, artists, and makers
- Encourage pedestrian activity and downtown vitality
- Provide affordable, senior-friendly, family-friendly, and accessible community gathering opportunities
- Complement existing downtown events and economic activity
- Support the City of Ukiah's goals related to downtown activation, community gathering spaces, walkability, and adaptive reuse of underutilized properties

Compliance and Coordination

The project proponents intend to work collaboratively with the City of Ukiah to ensure compliance with applicable zoning, accessibility, insurance, health, safety, and operational requirements. Activities will be adjusted as needed based on City feedback and operational experience.



Keynotes	
1	Existing Storage Container (No Change)
2	Existing Movable Shed (Location when not in use for Events)
3	Existing 12' Sidewalk (No Change)
4	Existing Water Access Area (No Change)
5	Existing Electricity Access (No Change)
6	Existing Power Pole (No Change)
7	Existing 6' Bushes and Small Trees on SE Exterior Side of Chainlink Fence (No Change)
8	Existing 8' Bush (No Change)
9	Existing Commercial Tenant Exterior Space (Not In Scope)
10	Existing Commercial / Residential Building (Not in Scope)
11	Existing Commercial Building (Not in Scope)
12	Existing Commercial / Residential Tenant Parking (Not in Scope)
13	Existing Lot Access - 22' Slide Gate - Limited Vehicle Access for Loading Pre & Post Event (No Change)
14	Existing 6' Chainlink Fence (No Change)

Sheet General Notes
No new permanent structures proposed
Visitors primarily arrive on foot; See included page on Parking and Hydrants
Sheet 2 contains more details on event space usage
(E) = Existing

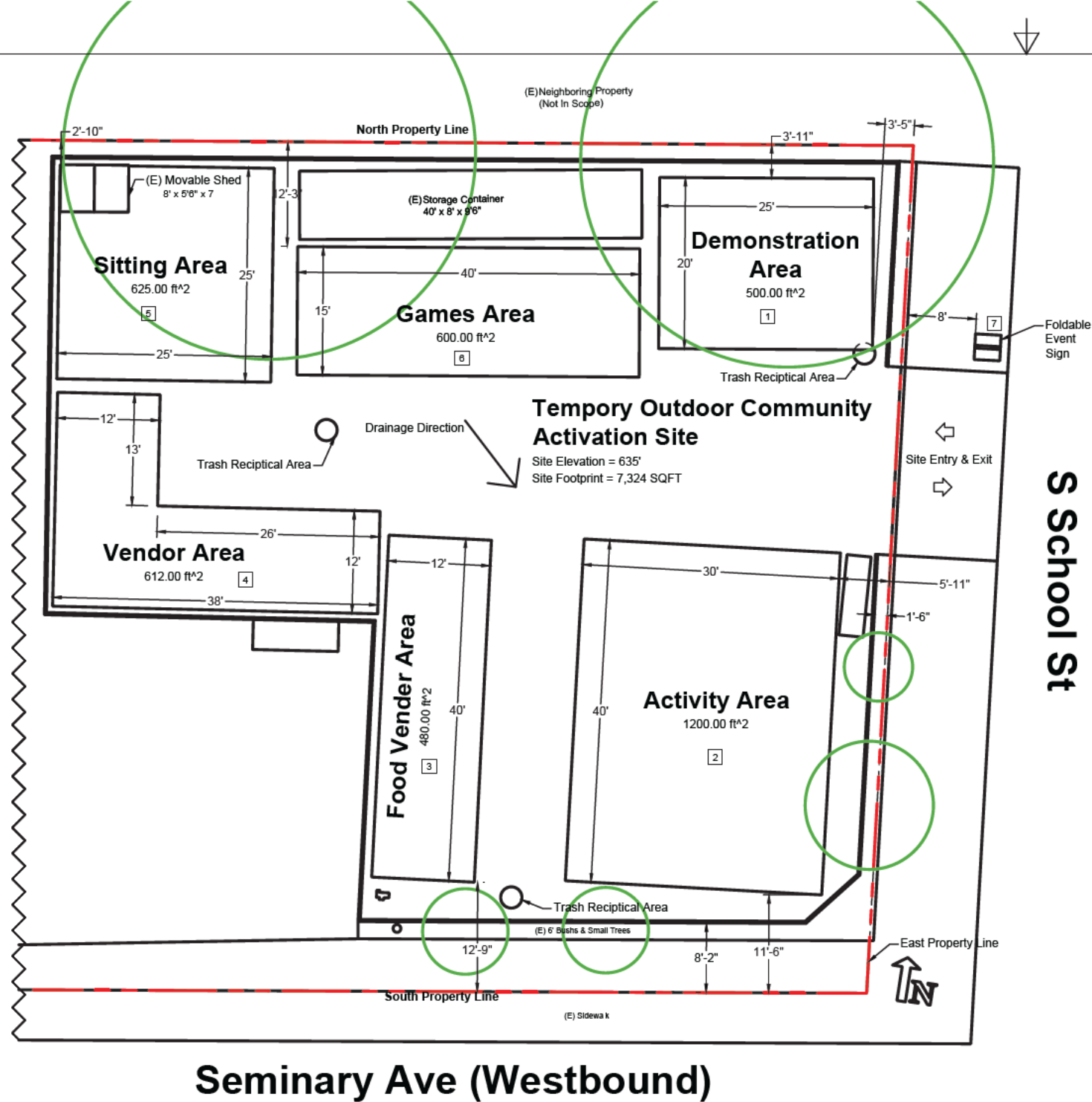
Site Address:
290 Seminary Ave

Owners:
Amy Bickerton & John Rheinfrank



APPROVED	
CHECKED	
DRAWN	Jean Bickerton 06/09/2026

PROJECT			
Conceptual Site Plan			
TITLE			
Temporary Outdoor Community Activation Site Property and Site Overview			
SIZE	CODE	DWG NO	REV
B	APN: 002-263-04-00	1	4
SCALE		WEIGHT	SHEET
1:280			1/2



Keynotes	
1	Proposed conceptual area for a guest artist or vender to run a demonstration
2	Proposed conceptual area for a paid activity such as art creation
3	Proposed conceptual area for food vendor(s)
4	Proposed conceptual area for vendors
5	Proposed conceptual area for seating and tables
6	Proposed conceptual area for games
7	Foldable sign set out during events

Sheet General Notes
Any structures will be temporary and movable (tents, tables, chairs)
Layout may vary depending on event requirements
Primarily event-based use only
6' bushes and small trees line the South and East fence line and large trees line the North fence line
There are no on-site water drains
(E) Existing



Site Address:
290 Seminary Ave

Owners:
Amy Bickerton & John Rheinfrank



APPROVED

CHECKED

DRAWN Jean Bickerton 06/09/2026

PROJECT

Conceptual Site Plan

TITLE

Temporary Outdoor Community Activation Site
Event Site Details

SIZE

B

CODE

APN: 002-263-04-00

DWG NO

1

REV

4

SCALE 1:200

WEIGHT

SHEET 2/2

Green = Counted: Pink = Not Counted: Red = No Parking: Blue = Event Space Location

***Street Parking:**

East To West Roads

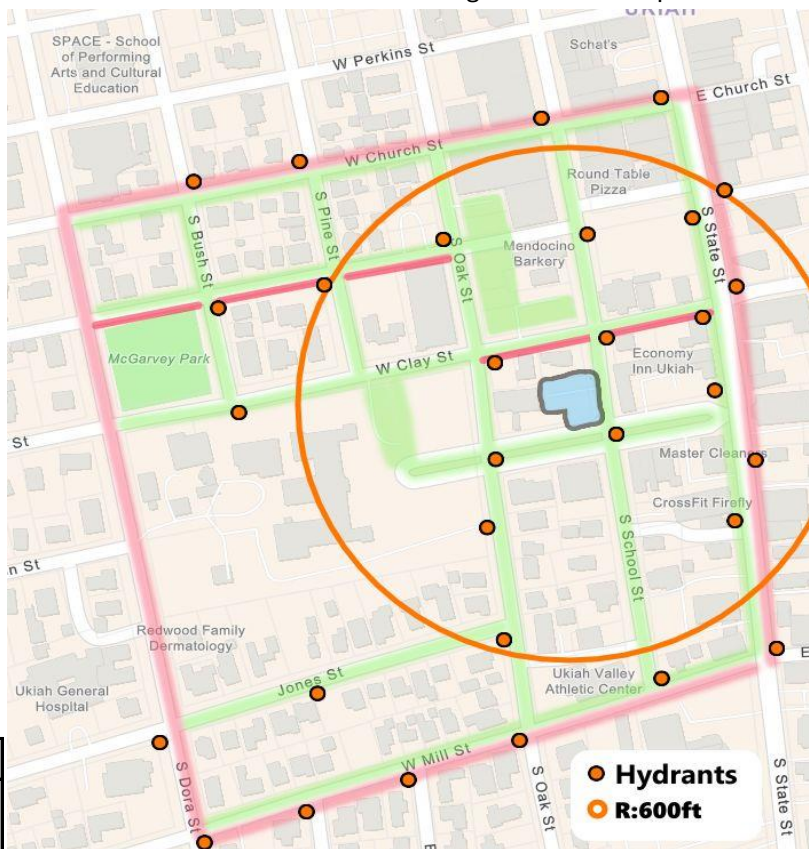
Church	33
Stephenson	29
Clay	40
Seminary	62
Jones	60
Mill	35

North To South Roads

Bush	26
Pine	21
Oak	66
School	74
State	23

Off Street Public

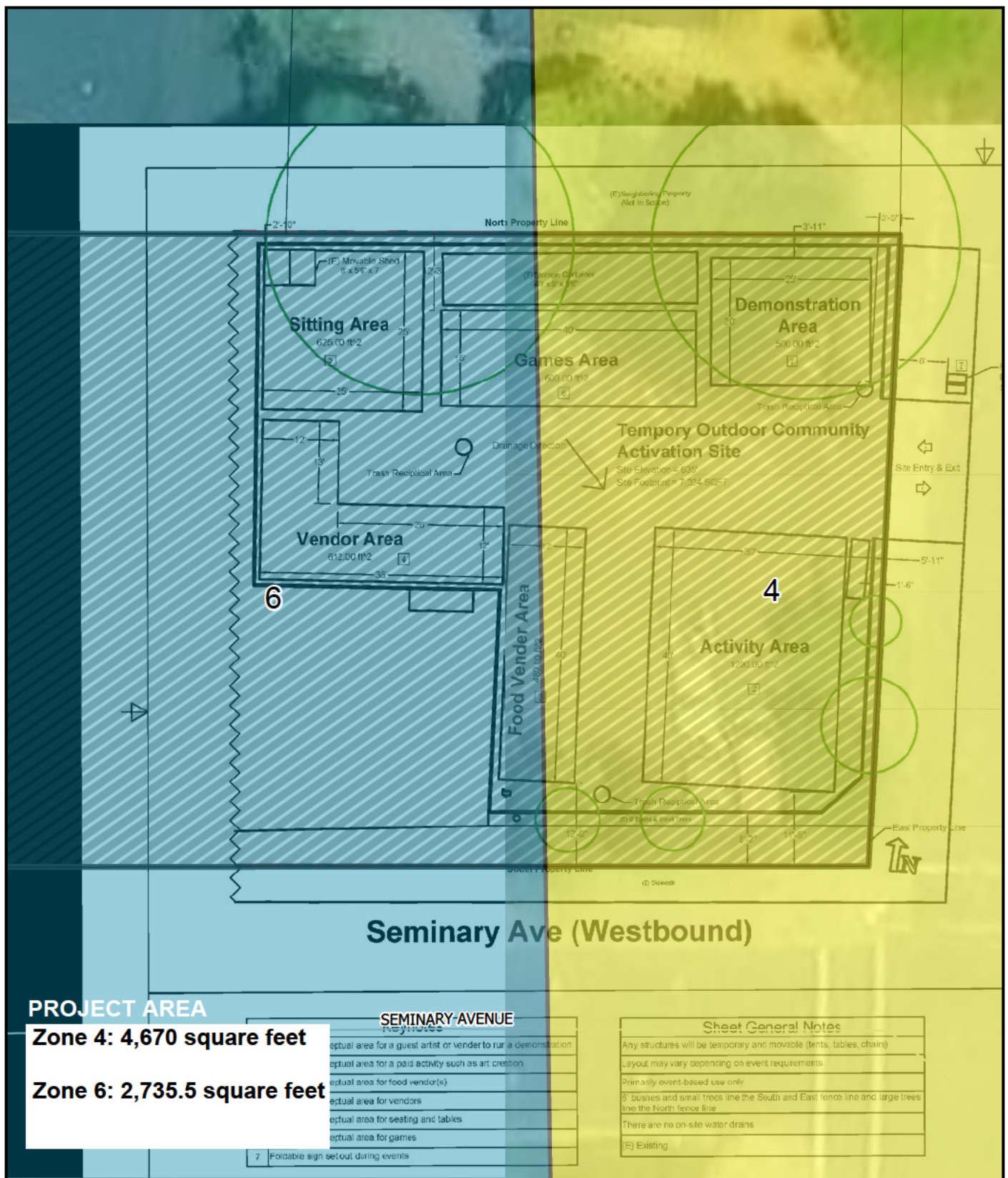
Parking:		Tesla	Accessible
Oak & Clay Lot	48	8	1
Oak & Stepheson	10		2
Civic Center	46		2
Total	573	8	5



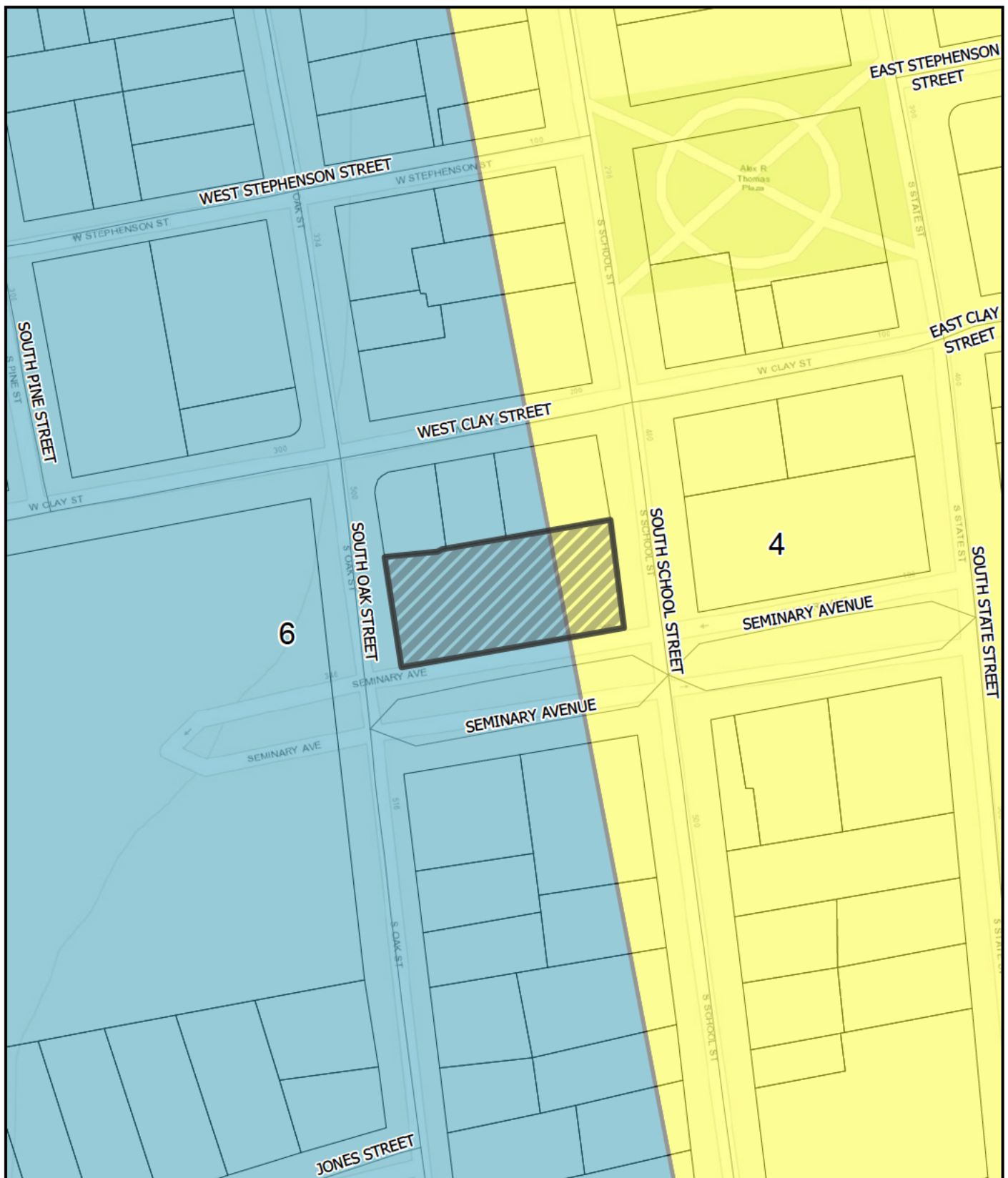
Hydrants within 600 ft radius
**16

* Street counts were walked off where the spots are not clearly indicated so a +-2 spaces for the longer blocks

** Hydrants were found using Google's Street View so count may be higher if I missed any.

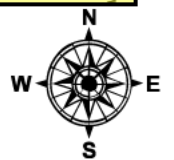


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Map generated by City of Ukiah Community Development Department staff.



AIRPORT COMPATIBILITY ZONE MAP FOR 290 SEMINARY AVENUE

- | | | | |
|------------------------|---------------------|---------------------------------------|------------------------------|
| — Public Roads | 290 Seminary Avenue | Airport Compatibility Zone | Zone 6: Traffic Pattern Zone |
| Ukiah Assessor Parcels | | Zone 4: Outer Approach/Departure Zone | |
| | | | |

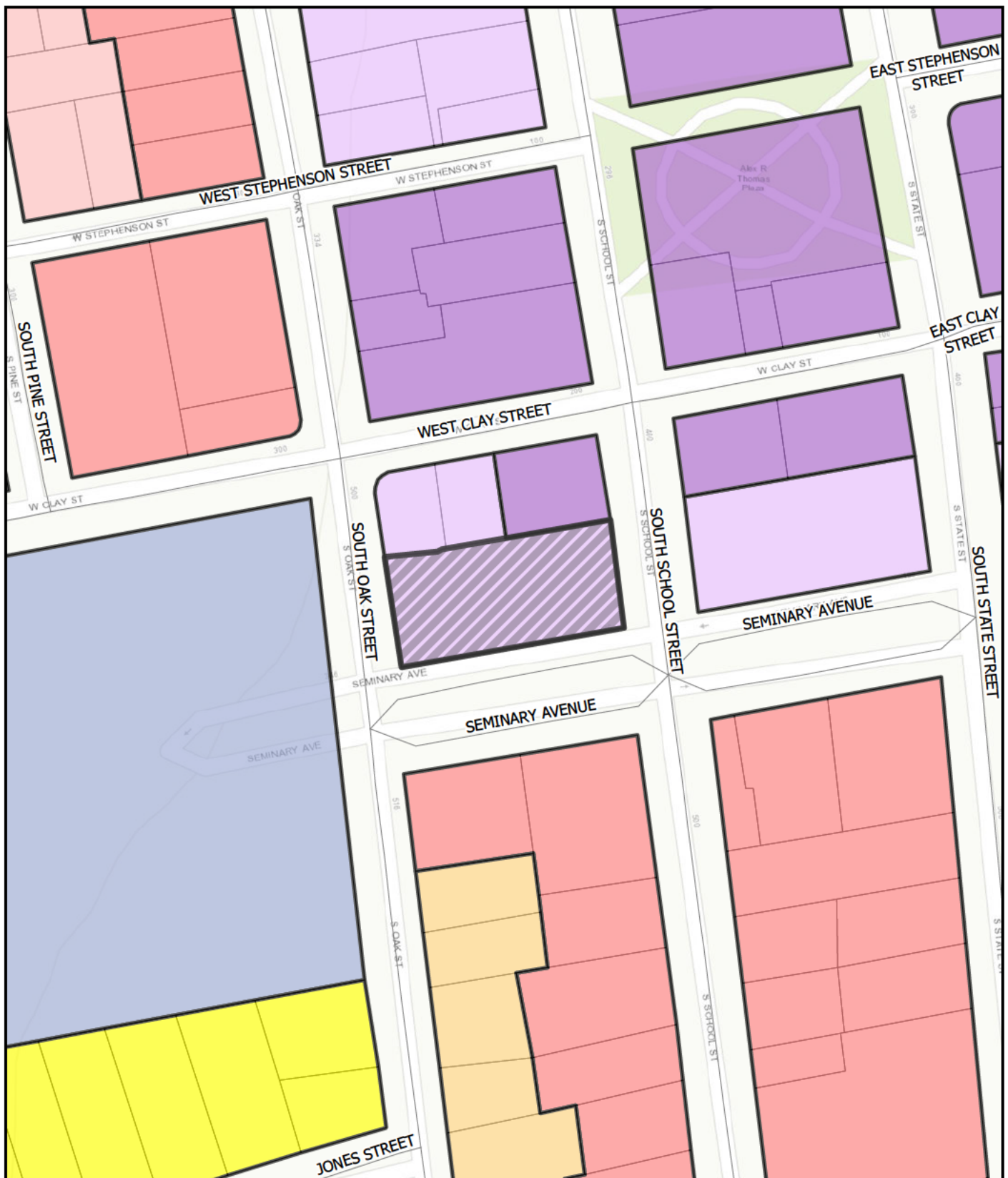


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Feet

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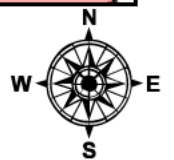
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ZONING MAP FOR 290 SEMINARY AVENUE

- | | | | |
|--------------------------|-----------------------------------|--------------------------------|------------------------|
| — Public Roads | Zone Designation | (CN) - Neighborhood Commercial | (GU) - General Urban |
| □ Ukiah Assessor Parcels | (R1) - Low Density Residential | (C1) - Community Commercial | (PF) - Public Facility |
| ▬ 290 Seminary Avenue | (R2) - Medium Density Residential | (UC) - Urban Center | |

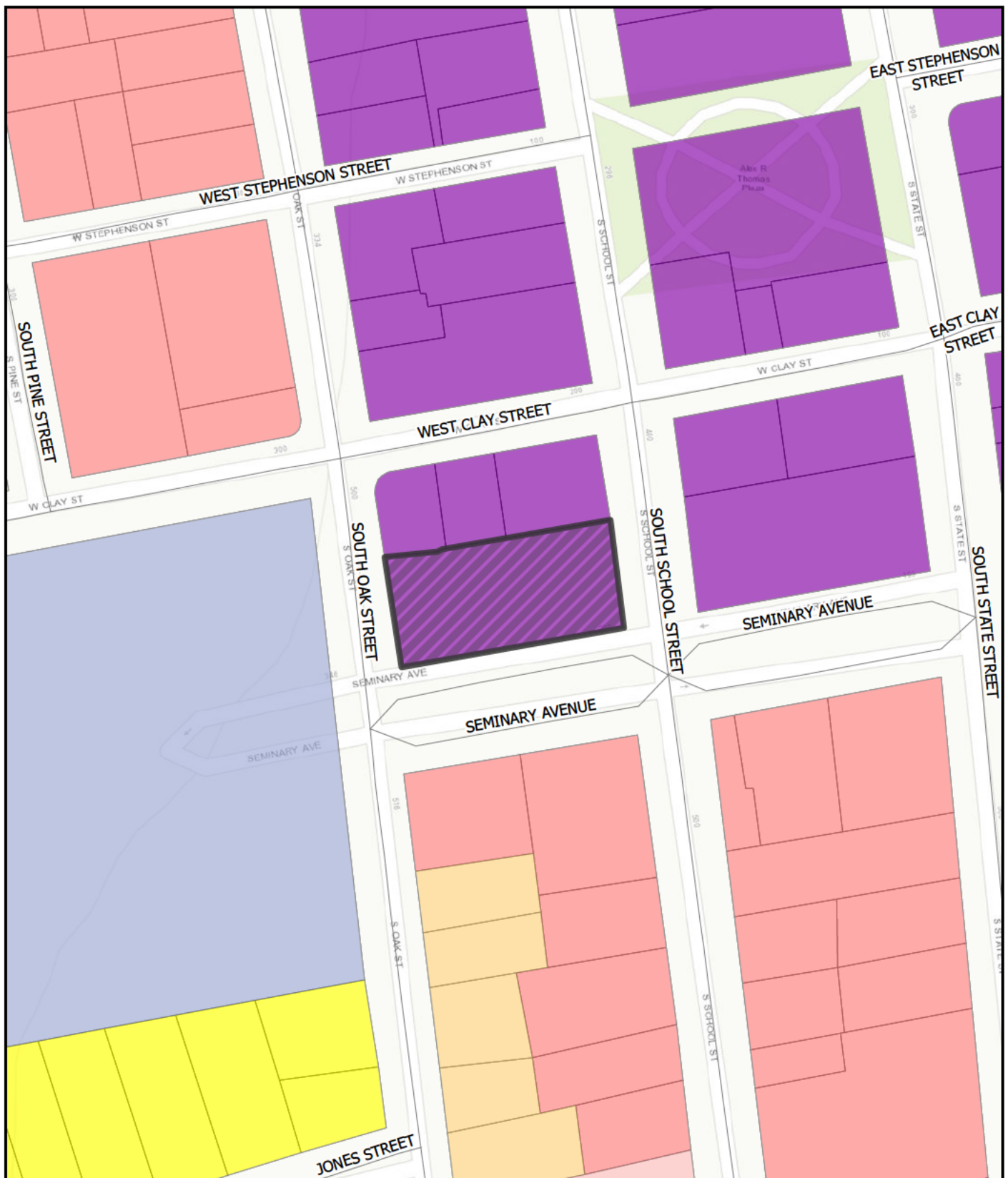


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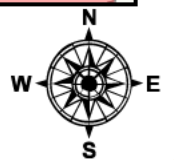
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GENERAL PLAN MAP FOR 290 SEMINARY AVENUE

- | | | | | |
|--------------------------|---|------------------------------------|--------------------------------|--------------|
| — Public Roads | 2040 General Plan Land Use Designations | (MDR) - Medium Density Residential | (NC) - Neighborhood Commercial | (P) - Public |
| □ Ukiah Assessor Parcels | (LDR) - Low Density Residential | (DC) - Downtown Core | (CC) - Community Commercial | □ |
| ▬ 290 Seminary Avenue | | | | |

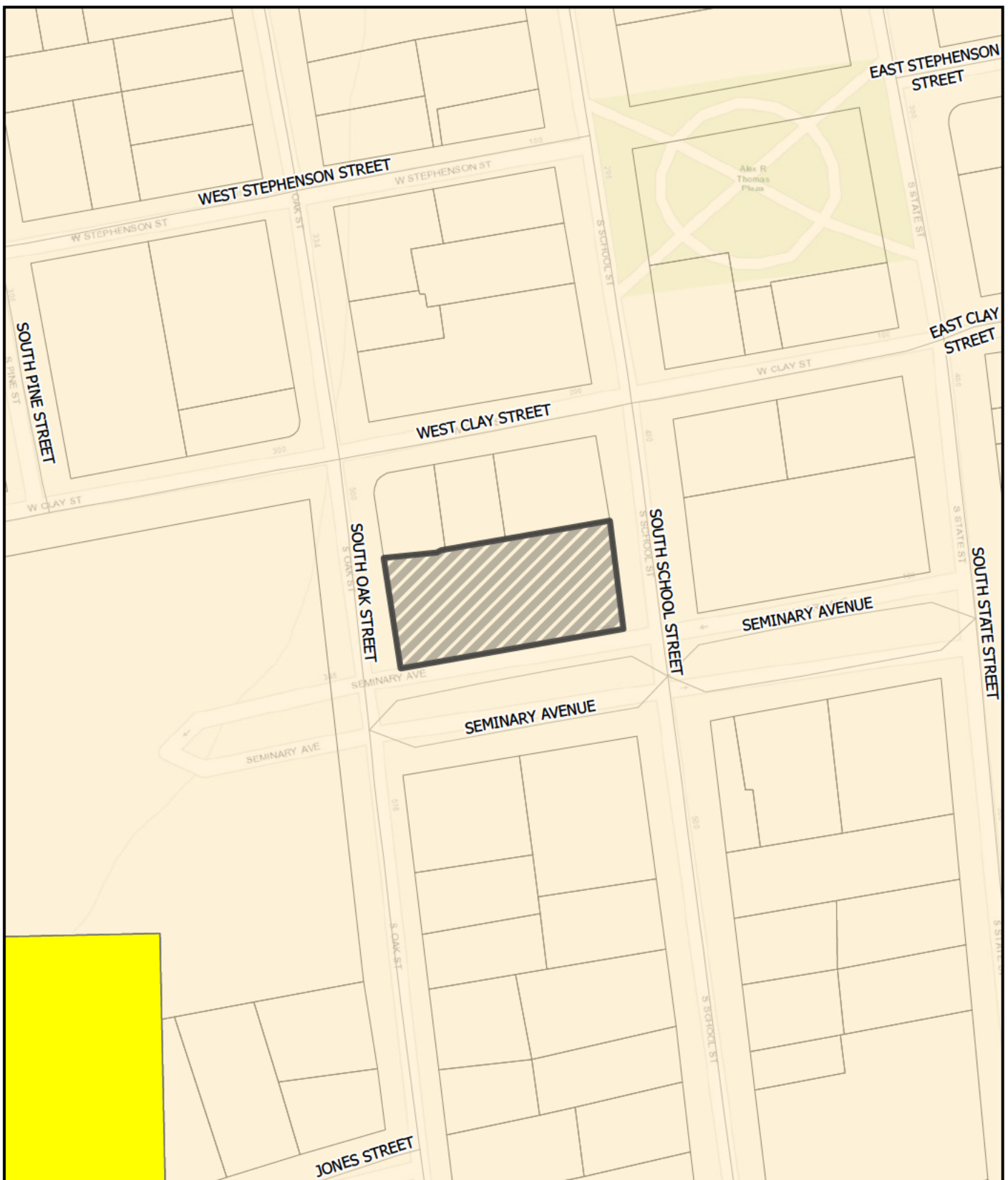


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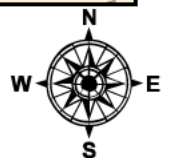


FIRE HAZARD SEVERITY ZONE MAP FOR 290 SEMINARY AVENUE

— Public Roads
 □ Ukiah Assessor
 Parcels

 290 Seminary
 Avenue

FHSZ_Description
 Moderate
 NonWildland



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 Feet

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OBJECTIVE DESIGN - PRELIMINARY REVIEW REFERRAL

Please provide comments by: July 24, 2026

The City of Ukiah Community Development Department is requesting input from staff and reviewing departments on the proposed project described below. Your feedback will support the preparation of the staff report, and materials for a project subject to Objective Design and Development Standards. Please review the preliminary plan set and cover letter, and respond to the specific questions posed, as feasible. Additional comments, concerns, or suggested modifications that could contribute to a thorough and coordinated review are also welcome. This is an early-stage submittal intended to facilitate a more efficient and streamlined review process moving forward.

TO:			
	City of Ukiah, City Planning Division		City of Ukiah, Housing Division
X	City of Ukiah, Building Inspection Division	X	Ukiah Police Department
X	City of Ukiah, Fire Prevention Division		City of Ukiah, Grants Division
X	City of Ukiah, Electrical Utility, Department	X	Ukiah Valley Fire Authority
X	City of Ukiah, Public Works Department	X	City of Ukiah, Water and Sewer

PROJECT INFORMATION:	
Project Name & Permit #:	Temporary Outdoor Community Activation Site; File No. 26-001316, Permit No. PA26-000017
Site Address & APN:	290 Seminary Avenue; APN 002-263-04
General Plan:	DC (Downtown Core)
Zoning:	GU (General Urban)
Airport Compatibility Zone:	4 (Outer Approach/Departure Zone) and 6 (Traffic Pattern Zone)
Date Filed:	05/26/26
Resubmittal:	06/11/26
Date Referred:	07/14/26
Prev. Projects on Site (include file #)	
Applicant/Agent Name:	Ukiah B Team LLC (Amy Bickerton and John Rheinfrank)
Phone:	[REDACTED]
Email:	[REDACTED]
Review Request Summary:	
The applicants propose to establish a temporary outdoor community event and vendor site at 290 Seminary Avenue on an existing developed parcel with no permanent buildings or site improvements. Proposed activities include artisan and maker vendors, food vendors, demonstrations and workshops, recreational activities and games, seating and gathering areas, and occasional live entertainment. Please see the attached Project Description and Site Map for details.	

Please indicate whether you have comments on the second page of this referral packet. Be sure to sign and date below. Return this Project Referral Form by the date noted above to the Community Development Department.

Name and Affiliation/Department (Please Print): Max Brazil / UKIAH POLICE DEPT



No Comment



Comments / Conditions of Approval Attached