MINUTES
CITY ENGINEER PUBLIC HEARING
January 12, 2012

STAFF PRESENT
Tim Eriksen, City Engineer/Director of Public Works
Kim Jordan, Senior Planner
Cathy Elawadly, Recording Secretary

OTHERS PRESENT
JR Ashcraft

The meeting was called to order by City Engineer Tim Eriksen at 2:03 p.m. in Conference Room 1, Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. SITE VISIT VERIFICATION – Confirmed.


City Engineer Eriksen approved the September 8, 2010, January 5, 2011, February 24, 2011 and September 15, 2011 minutes, as submitted.

4. APPEAL PROCESS
City Engineer Eriksen read the appeal process, stating for matters heard at this meeting, the final date for appeal is Monday, January 23, 2012.

5. VERIFICATION OF NOTICE
Staff verified Guillon Phase 2 Minor Subdivision No. 11-10-UP-SDP-MIS-CE was properly noticed in accordance with the provisions of the Ukiah Municipal Code.

6. PUBLIC HEARING

6A. Guillon Phase 2 Minor Subdivision File No. 11-10-UP-SDP-MIS-CE: Request for City approval of a 2-lot Minor Subdivision for the property at 1230 Airport Park Boulevard, APN 180-080-78 in the Redwood Business Park area of Airport Industrial Park. The subdivision would create Parcel 1 which would be 1.22 acres and include the existing development on the site and Parcel 2 which would be 0.50 acre and include the undeveloped front portion of the site. The Minor Subdivision requires City Engineer review and approval. This application also includes a Use Permit and Site Development to allow development of the undeveloped portion of the site with a 4,200 square foot building and associated site improvements. Planning Commission approved the Use Permit, Site Development Permit and landscaping modifications at its January 11, 2012 meeting.

Senior Planner Jordan gave a staff report:
Referred to her supplemental memorandum dated today that advises the Planning Commission held a public hearing on the request for approval of a Use Permit, Site Development Permit and modifications to the AIP PD Ordinance 1098 landscaping requirements for the project on January 11, 2012. The Planning Commission acted on the aforementioned project last night’s meeting and approved it with conditions. There were some determinations needed from the Planning Commission related to the Minor Subdivision since AIP Ordinance 1098 grants the Planning Commission authority to approve the Sign Program and landscaping modifications that would be required in order for the proposed Minor Subdivision to comply with the requirements of AIP Ordinance 1098. As part of Planning Commission’s action, there were findings and conditions of approval applied to the project that would also apply to the Minor Subdivision and these were included as part of the supplemental memo provided and dated January 12, 2012.

Specifically, the Planning Commission agreed with the side and rear yard setbacks for proposed Parcel 2,
since these will be newly created and approved:

- The request for landscaping percentage modification for Parcel 1.
- Modification related to the shade requirements for Parcels 1 and 2.
- The sign program and changes necessary for Parcel 1 because this parcel does not have any sign area and/or cannot be on the monument sign once the new property line is created. Since the City Engineer does not have the authority to make these decisions, the Planning Commission acted on them last night.

The following conditions of approval must be included for the proposed Minor Subdivision to make sure the project is consistent with the Zoning regulations and the approvals are consistent with the actions taken by the Planning Commission last night:

Accordingly,

Plans submitted for building permit/final map shall include the following and are subject to staff review and approval:

1. Revised landscaping and parking as shown on Exhibit 8A (Landscape Area Calculation). As part of this plan, the landscaping coverage percentages shall be revised to reflect these changes and shall be shown on the plan for the existing parcel, proposed parcel 1 and proposed parcel 2.
2. Amended sign program that 1) identifies that the Sign Program applies to both buildings/sites and references them by assessor’s parcel number and/or address 2) allows tenants of both Phase 1 and Phase 2 to be included on the monument sign 3) limits signage to the sign bands identified and does not apply a sign square footage limitation for the site provided the sign is limited to this location and 4) addresses the ‘no entry’ sign.

The Planning Commission also recommended the City Engineer include a condition of approval for the Minor Subdivision requiring a maintenance agreement for the shared facilities on the site i.e., parking, landscaping and allowing maintenance of the building on proposed Parcel 2 since this building is setback 6 feet from the property line in the event one or both of the parcels is sold in the future.

Staff recommends approval of the project.

PUBLIC HEARING OPENED: 2:07 p.m.

JR. Ashcraft from Rau and Associates was present on behalf of the applicant:

- Discussed the revised site plan sent to him by applicant Steve Honeycut that shows the modified landscaping approved by the Planning Commission last night.
- Confirmed the property line would be left at 6 feet to meet the requirements for a 1-hour wall since the back and/or west building wall is a 1-hour wall.
- Had no questions or concerns about the project.

City Engineer Eriksen: Thanked Mr. Ashcraft for showing how the landscaping plan was revised.

PUBLIC HEARING CLOSED: 2:10 p.m.

Senior Planner Jordan:

- As stated in the staff report with Planning Commission’s action last night, the proposed project is consistent with Zoning Ordinance, the Ukiah General Plan and Airport Compatibility Zone requirements.

City Engineer Eriksen approved Guillon Phase 2 Minor Subdivision No. 11-10-UP-SDP-MIS-CE Findings 1-7 and Conditions of Approval 1-12 and the additional Conditions of Approval referenced above.

7. **ADJOURNMENT**

There being no further business, the meeting adjourned at 2:11p.m.
MINOR SUBDIVISION FINDINGS

TO ALLOW THE 2-LOT MINOR SUBDIVISION
OF THE PROPERTY AT 1230 AIRPORT PARK BOULEVARD
APN 180-080-78
FILE NO. 11-10-UP-SDP-PC-MIS-CE

1. The proposed Tentative Parcel Map, as conditioned, complies with the requirements of the City of Ukiah Municipal Code, Division 9, Chapter 1, Article 18 and the Subdivision Map Act.

2. The minor subdivision map, as conditioned, is consistent with the General Plan Master Plan Area (MPA) land use designation. The MPA designation is intended to meet precise planning needs. This particular MPA was created in order to develop the Airport Industrial Park (AIP). This subdivision will further development within the AIP by assisting with the financing of Phase 2 of the Guillion project which would be located on proposed Parcel 2. Phase 2 will complete development of the site which began with the Guillon Major Use Permit (File No: 09-31-UP-PC) approved by Planning Commission in 2010 which would be located on proposed Parcel 1. The General Plan does not include any density or intensity standards that apply to lands designated MPA. The exact uses and development standards are determined by the zoning of the property.

3. As conditioned, the proposed minor subdivision map, as conditioned, complies with the applicable requirements of the Airport Industrial Park Ordinance 1098 as described in Table 1 of the staff report.

4. As conditioned, the minor subdivision will create two lots, which are appropriate to the surrounding area and with the existing surrounding uses based on the following:

   A. Proposed Parcels 1 and 2 are consistent meet the minimum parcel size requirements of the Airport Industrial Park.

   B. Proposed Parcels 2 has direct access to Airport Park Boulevard. Parcel 1 which is located to the rear of Parcel 2

   C. Proposed Parcels 1 and 2 share access driveways with the parcels located to the north and south of the site as encouraged by AIP Ordinance 1098. The shared access is intended to reduce the number of access driveways along Airport Park Boulevard.

5. As conditioned, the design of the subdivision and the types of improvements will not be detrimental to the public health, safety or welfare based on the following:

   A. Parcel 2 of the Minor Subdivision has frontage on an existing public street (Airport Park Boulevard). Parcel 1 has access to an existing public street (Airport Park Boulevard).
Boulevard) via existing shared access driveways. This access would not change as a result of the Minor Subdivision.

B. The project has been reviewed by the Public Works Department, Electric Department, and PG and E and utilities are available to serve development of the site.

C. Frontage improvements, including sidewalk, landscaping, and street trees will be installed as part of development of the site.

6. The modification to the AIP Ordinance 1098 landscaping requirement to provide 50% shade coverage of all paved areas within 10 years of planting for proposed Parcels 1 and 2 was approved by Planning Commission at its January 11, 2012 meeting based on the following:

A. Based on staff research, communities that have a shade ordinance most commonly use a 15 year tree canopy when calculating shade coverage. Staff was unable to find another community that used a 10 year canopy for the purpose of calculating shade coverage.

B. The City of Davis standard is an appropriate standard to use since the City of Davis has a climate similar to Ukiah’s.

C. The tree canopy will typically double in size between 10 years and 15 years, making the 15 year standard a more reasonable standard for calculating shade coverage.

D. Past projects subject to this shade requirement have not been able to provide the 50% shade coverage within the 10 year time frame, but have been able to provide the 50% shade coverage within 15 years of planting or at maturity.

E. The project would provide more than 50% shade coverage of paved areas within 15 years using the City of Davis method.

7. The modification to the AIP Ordinance 1098 landscaping requirement to provide 20% landscaping coverage of the gross area of the parcel was approved for proposed Parcel 1 by Planning Commission at its January 11, 2012 meeting based on the following:

A. Unlike parcels located on the east side of Airport Park Boulevard and designated Retail Commercial which are required to maintain a 60 foot setback from the Highway 101 property line, the side and rear setbacks for this project are determined as part of the Use Permit process. The larger setback required for parcels designated Retail Commercial provides an area for landscaping that helps to comply with the landscaping coverage requirement and to address aesthetic concerns related to US 101’s designation as a Gateway in the General Plan.

B. Due to the existing setback to the west property line, location of shared driveways and site circulation, and pedestrian walkways (many of which are required by Building Code), locations for addition landscaping are limited without reducing the size of the Phase 2 building or removing parking.

C. The parcel is developed with drive aisles on the north and south sides of the parcels eliminating the opportunity for landscaping in this area.

D. The project would provide more than 50% shade coverage within 15 years of planting and the project provides an attractive landscaping area at the front of the site that comprises most of the 25 foot width of the required front setback.

E. The project provides one tree in a linear landscape planter between every four parking spaces as required by AIP Ordinance 1098.

F. The reduced landscaping coverage balances the requirement for landscaping coverage and the need to provide onsite parking sufficient to attract tenants.
G. The retrofit of the project with additional landscaping (see Exhibit 8A from this meeting) in Phase 1 distributes the landscaping coverage within the project site and provides an attractive entrance into the parking facility from adjacent parcels.

8. As conditioned, the two parcels created by this minor subdivision will have signs that generally comply with the City of Ukiah Sign Ordinance as required by AIP Ordinance 1098. The Planning Commission at its January 11, 2012 meeting approved amendments to the sign program that allows the proposed Parcel 1 which will not have frontage on a street as a result of this proposed Minor Subdivision to retain the signage approved for the site/Phase 1 building as part of the Sign Program approved for Phase 1, including the monument sign and building mounted signs.

9. The minor subdivision, as conditioned, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to section 15061(b3), the General Rule, which states that CEQA applies only to those projects which have the potential for causing a significant effect on the environment. Based on the following, the Minor Subdivision does not have the potential to cause a significant effect on the environment:

A. Services are available to the site and comply with City standards.

B. Both parcels have access from an existing public street (Airport Park Boulevard). This access would not change as a result of this subdivision.

C. The project site is located in an urbanized area in an area zoned for commercial, mixed-use and light industrial development.

D. The project site and surrounding area are not environmentally sensitive as the site is located in an urban area that is mostly developed with commercial uses, there are no native or mature trees on Phase 2 of the site and the site and surrounding area does not provide habitat or include water courses.

E. The slope of the site is less than 20%.

F. The use permit and site development permit associated with this minor subdivision include the development of the site such as building construction, grading, landscaping, and utilities to serve the development. No construction or improvements are associated with this minor subdivision.

10. Notice of the proposed minor subdivision was provided in the following manner:

- posted in three places on the project site on December 29, 2011;
- mailed to property owners within 300 feet of the project site on December 29, 2011; and

MINOR SUBDIVISION CONDITIONS OF APPROVAL

TO ALLOW THE 2-LOT MINOR SUBDIVISION
OF THE PROPERTY AT 1230 AIRPORT PARK BOULEVARD
1. Approval is granted for the 2-lot minor subdivision as shown on the tentative map submitted
to the Planning Division and date stamped December 21, 2011, except as modified by the
following conditions of approval.

From the Planning Department

2. The applicant shall apply for and receive approval of a new address for proposed Parcel 2
prior to issuance of any development permit or final map approval.

3. Parcel 2 shall be no smaller than 20,000 square feet in order to comply with the minimum
parcel size required by AIP Ordinance 1098.

4. The Minor Subdivision is subject to all applicable mitigation measures included in the 1995
Redwood Business Park EIR.

5. Plans submitted for building permit/final map shall include the following and are subject to
staff review and approval:

   A. Revised landscaping and parking as shown on exhibit 8A. As part of this plan, the
      landscaping coverage percentages shall be revised to reflect these changes and shall
      be shown on the plan for the existing parcel, proposed parcel 1 and proposed parcel 2.

   B. Amended sign program that 1) identifies that the Sign Program applies to both
      buildings/sites and references them by assessor’s parcel number and/or address 2)
      allows tenants of both Parcel 1 and Parcel 2 to be included on the monument sign 3)
      limits signage to the sign bands identified and does not apply a sign square footage
      limitation for the site provided that the sign is limited to the this location and 4) addresses
      the “no entry” sign.

6. Prior to recordation of the Parcel Map, the applicant shall submit for review and approval of
staff reciprocal agreements for shared access, parking, and maintenance (including shared
parking and access facilities, landscaping, and shared drainage facilities).

From Public Works

7. The tentative map shall expire twenty-four (24) months from the dates of its approval or
conditional approval unless extended in accordance with the City of Ukiah Subdivision
Ordinance and the Subdivision Map Act.

8. A Parcel Map shall be prepared and submitted to the City Engineer for review and approval,
along with payment of all parcel map processing and review fees, and shall be prepared and
recorded in a manner consistent with the Ukiah Municipal Code requirements.

9. The Parcel Map submitted for recordation shall include all necessary easements or such
easements shall be recorded by separate instrument.
9. All taxes now due, or past due, must be paid prior to the approval of the Parcel Map.

10. Each parcel shall be served individually upon the development of the parcel with appropriate public utilities required for the type of development within the parcel.

11. The construction of street frontage improvements, including curb, gutter, sidewalk, landscaping and street trees shall be required at the time of development of each parcel.

12. Prior to recordation of the Parcel Map, the applicant and property owner shall sign and subsequently comply with an Access Agreement in the form of Exhibit A, attached.

From the Building Official

13. If the west exterior wall of a building is less than 10 feet from the property line proposed as part of the Minor Subdivision, it will need to be 1 hour fire resistive construction with a minimum 30” parapet wall. Opening protection is based on Table 705.8 of the 2010 CBC.