MINUTES
CITY ENGINEER PUBLIC HEARING
May 03, 2016

STAFF PRESENT
Tim Eriksen, City Engineer/Director of Public Works
Michelle Johnson, Assistant Planner
Ben Kageyama, Senior Civil Engineer
Cathy Elawadly, Recording Secretary

OTHERS PRESENT
Tyler Rodrigue
Louise Rodrigue
Ron Franz
Richard Ruff

The meeting was called to order by City Engineer Tim Eriksen at 3:07 p.m. in Conference Room 1, Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

2. SITE VISIT VERIFICATION – Confirmed by City Engineer Eriksen.

3. APPROVAL OF MINUTES

4. APPEAL PROCESS
City Engineer Eriksen read the appeal process, stating for matters heard at this meeting the final date for appeal is Friday, May 13, 2016.

5. VERIFICATION OF NOTICE
Staff verified Gobbi Minor Subdivision File No.: 1651-SUB-CE was properly noticed in accordance with the provisions of the Ukiah Municipal Code.

6. PUBLIC HEARING
6A. Gobbi Minor Subdivision File No.: 1651-SUB-CE. Conduct a public hearing on the property owners request for City Engineer approval of a two lot minor subdivision located at 775 Gobbi Street, APN 080-030-37.

Assistant Planner Johnson:
- Gave a staff report as provided for pages 1-3 of the staff report.

PUBLIC HEARING OPENED: 3:10 p.m.

Tyler Rodrigue, Applicant:
- Has reviewed the staff report, project findings and conditions of approved and had no questions or comments.

PUBLIC HEARING CLOSED: 3:11 p.m.

City Engineer Eriksen approved Gobbi Minor Subdivision with Findings in attachment 1 and Conditions of Approval in attachment 2.

7. ADJOURNMENT
There being no further business, the meeting adjourned at 3:12 p.m.

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Cathy Elawadly, Recording Secretary
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 parcels established as a result of this minor subdivision are consistent with the General Plan Commercial (C) land use designation.

3. The proposed minor subdivision map, as conditioned, complies with the requirements of Heavy Commercial zoning district (C-2).

4. The 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 are consistent with the requirements of the Heavy Commercial Zone (C-2).
   B. Proposed Parcels will have access directly onto a public street and utilities are available to serve the site.

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

   A. posted in three places on the project site on April 13, 2016; mailed to property owners
   B. within 300 feet of the project site on April 13, 2016; and
   C. published in the Ukiah Daily Journal on April 17, 2016

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ATTACHMENT 2

Draft Conditions of Approval Minor Subdivision Map
775 East Gobbi Street
APN 180-030-37
File No. 1651

1. Approval is granted for the 2-lot minor subdivision as shown on the tentative map submitted to the Planning Division and date stamped March 28, 2016, except as modified by the following conditions of approval.

From Electric Department-Scott Bozzoli 707-467-5775
Ukiah Electric Utility Department (EUD) has the following requirements and comments on the proposed parcel split:
A. A 10’ Public Utility Easement is required along all roadside frontages as indicated on attached print. The PUE shall be a surveyed deed or defined on the subdivision map recorded with the County Recorder Office of Mendocino County.

B. Parcel #2 will be served from underground facilities in the area.

C. All future site improvements shall be submitted to the Electric Utility Department for review and comment. At this time specific service requirements, service Voltage and developer costs and requirements will be determined.

From Building Department - David Willoughby 707-467-5718

A. Reinstate and final expired permit 2-79-29 for the construction of the office and warehouse and permit 784 for a pole sign prior to creation of the subdivision.

From Public Works - Ben Kageyama 707-463-6284

The Department of Public Works has reviewed the above noted project and recommends the following conditions of approval for the minor subdivision:

1. The subject property lies within the 100-year floodplain, with portions of Parcel 2 lying within the floodway. No fill material shall be allowed within the floodway. Building permits for existing and new structures shall be subject to the floodplain provisions of the California Building Code and National Flood Insurance Program requirements.

2. At the time of development of Parcel 2, street frontage improvements shall be constructed along East Gobbi Street and Babcock Lane, including the extension of curb, gutter and sidewalk along Babcock Lane, upgrade of sidewalk at the Parcel 1 driveway to meet ADA requirements, and repair of any damaged curb, gutter and sidewalk. The Babcock Lane sidewalk shall be constructed in accordance with improvement plans prepared by a Registered Civil Engineer and approved by the City Engineer. The applicant shall be responsible for the relocation or replacement of utilities as necessary to accommodate the construction of street frontage improvements. Public sidewalks located outside of the street right-of-way will require a sidewalk easement dedicated to the City.

3. At the time of development of Parcel 2, street trees shall be installed, spaced approximately every 30’ along East Gobbi Street and Babcock Lane, within tree wells, a landscape strip, or within 5’ of the back of sidewalk. Street trees shall be installed in accordance with City Standard Drawing No 601. Tree types shall be approved by the City Engineer. Existing trees in unsatisfactory condition shall be replaced.

4. Site development shall be in general conformance with the Preliminary Site Plan dated 4/20/16, or as otherwise approved by the City Engineer.

5. 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.

6. Prior to construction of site improvements, a final grading and drainage plan, and an erosion and sediment control plan, prepared by a Civil Engineer, shall be submitted for review and approval by the Department of Public Works. The plan shall include the detailed design of post-construction storm water best management practices (BMPs) in compliance with the City of Ukiah’s Phase I Storm Water Permit and the Low Impact Development Technical Design Manual (LID Manual), in effect at the time of development. A Standard Urban Storm Water Mitigation Plan (SUSMP) shall be provided to support the design of the proposed drainage system.

7. The project engineer shall provide direct oversight and inspection during project construction, with special attention to implementation of best management practices for sediment and erosion control, and the proper grading, installation, and landscaping of the stormwater BMPs. Upon completion of the work, a report shall be submitted by the project engineer.
engineer to the Department of Public Works stating that the improvements have been completed in accordance with the approved plans and conditions of approval, shall function as intended, and all areas have been permanently stabilized to prevent sediment and erosion.

8. Maintenance and inspection of all post-construction best management practices (BMPs) are the responsibility of the property owner. In accordance with the LID Manual, a legally binding, signed maintenance agreement approved by the City of Ukiah is required for the proposed stormwater treatment areas and all post-construction BMPs, and shall be recorded prior to final approval of the building permit.

9. All areas of on-site circulation shall be paved with a minimum of 2 inches of AC on 6 inches base, concrete, or other surfacing as approved by the City Engineer. This includes all existing and proposed private driveways and parking areas.

10. All work within the public right-of-way shall be performed by a licensed and properly insured contractor. The contractor shall obtain an encroachment permit for work within this area or otherwise affecting this area. Encroachment permit fee shall be $45 plus 3% of estimated construction costs.

11. All parcels of the proposed subdivision are subject to the payment of park fees pursuant to City Code Section 8400 et seq. Note that park fees are applicable to residential development.

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

13. 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 Ukiah Municipal Code requirements.

14. The Parcel Map submitted for recordation shall include all necessary easements or such easements shall be recorded by separate instrument.

15. All taxes now due, or past due, must be paid prior to the approval of the Parcel Map.