



**City of Ukiah, CA**  
Design Review Board

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**MINUTES**

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**Regular Meeting** **September 21, 2009**  
**Conference Room 3** **1:00 p.m.**  
**Ukiah Civic Center, 300 Seminary Avenue**

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**1. CALL TO ORDER**  
**2. ROLL CALL** **Present:** Tom Hise, Tom Liden, Acting Chair  
Alan Nicholson, Jody Cole,  
**Absent:** Nick Thayer, Estok Menton, Richard Moser  
**Others Present:** Dan Peterson, Steve Honeycutt  
**Staff Present:** Jennifer Faso, Associate Planner  
Kim Jordan, Senior Planner  
Cathy Elawadly, Recording Secretary

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**3. CORRESPONDENCE – None**

**4. APPROVAL OF MINUTES – Deferred to next meeting.**

**5. AUDIENCE COMMENTS ON NON-AGENDA ITEMS – None**

**6. RIGHT TO APPEAL – N/A**

**7. NEW BUSINESS**

**7A. Preliminary Review No. 09-31 UP-PC, Multi-Tenant Retail Building, 1230 Airport Park Boulevard, APN 180-080-25, Construction of new 16,000 square foot building and site improvements.**

DRB reviewed the project and the Airport Business Park Design Requirements and provided the following comments:

Building Orientation (Page 8)

- Limited options for design with an infill project.
- Trees provide shading.
- Trellis on south elevation provides some shading.
- Is daylighting an option? Skylights?

Architectural Design (Pages 8-9)

- Consider adding individual awnings over both tenant spaces (Palazzio and Dilucca on Sheet A1.1) located to the south of the primary tenant. The awning should be similar to the awning for the primary tenant (Milan on Sheet A1.1) but scaled to fit the tenant spaces.
- Prefer a shed awning of Sunbrella-type material.
- Could use the same color for all awnings or could use different tones of the same color.
- Allow sign above the awning as shown in the elevations.
- Provide an additional trellis with planting on the south elevation to reduce the expanse of blank wall.

- 1       ▪ Consider a functional awning instead of a trellis on the south elevation to provide
- 2       shade and cooling.
- 3       ▪ May not be adequate space for trash/recycling facilities to serve all of the tenants
- 4       in the building. Check with provider to see if there is a requirement for a specific
- 5       amount that has to be provided.
- 6       ▪ Consider locating the trash/recycling on the north-rear side of the building -
- 7       access for garbage trucks may be difficult.
- 8       ▪ Like the delivery area and dock being tucked away at the back of the site. Truck
- 9       access and circulation appears difficult. Is there an alternative to this location and
- 10      access?

#### 11

#### 12 Signs (Page 9)

- 13      ▪ Like the design of the signs as shown on the elevation – individual channel
- 14      letters rather than a “can” style sign.
- 15      ▪ Like the back-lighting of the signs.
- 16      ▪ Provide details of the monument sign. The site plan identifies the location of a
- 17      monument sign, but no details have been provided.
- 18      ▪ If there is enough sign area, consider signs on the north and south elevations of
- 19      the building for the corner tenant.

#### 20

#### 21 Pedestrian Orientation (Pages 9-10)

- 22      ▪ Provide seating in front of the stores under the awnings. Another opportunity for
- 23      a bench is the northeast corner of the building in the proposed landscaping
- 24      planter by the ADA pathway.
- 25      ▪ Bike racks are provided at the front of the store and shown on Sheet A1.1, Key
- 26      Note 1.
- 27      ▪ Provide a pedestrian walkway to the stores. Pedestrians have to walk between
- 28      cars or use the ADA area. In the row of parking located at the front of the
- 29      building, reconfigure location of landscape planting islands and parking stall
- 30      distribution, possibly eliminate a parking stall, in order to provide a pedestrian
- 31      path that is separate from the ADA ramp.
- 32      ▪ Consider reconfiguring the ADA ramp due to the lack of space remaining
- 33      between back of ramp and building.

#### 34

#### 35 Lighting (Page 10)

- 36      ▪ Like the style of the fixtures shown on the elevations. They may cast light
- 37      laterally and upward.
- 38      ▪ Okay to use a style similar to what is shown on the plans provided that it is a
- 39      fixture approved by the International Dark Sky Association.
- 40      ▪ Need to be sure that light is not being cast over property lines. Should provide a
- 41      photometric plan. This could be done as a condition of approval.
- 42      ▪ Need to provide details/cutsheets for the lighting proposed – wall mounted
- 43      lighting, parking lot pole mounted lighting, and any other exterior lighting
- 44      proposed for the project.

#### 45

#### 46 Landscaping

- 47      ▪ DRB elected not to comment on the landscaping species since Member Thayer,
- 48      landscape designer, was not present.
- 49      ▪ Consider the use of wheel stops to prevent the encroachment of vehicles into the
- 50      landscaping or, work with the landscape architecture to plant the shrubs in areas

1 where vehicles would not encroach. In areas of possible encroachment, use  
2 groundcover or low shrubs where appropriate.

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4 Corrections and Clarifications to Plans

- 5 ▪ Labeling of north and south elevations on Sheet A1.1 are reversed.
- 6 ▪ Tree canopy (cork oak) shown for some trees is too large and does not  
7 realistically depict the tree canopy that would be achieved.
- 8 ▪ Project location is incorrect on the Vicinity Map on Sheet T-1.
- 9 ▪ Include the awnings on the elevations.
- 10 ▪ No material for the trellis is identified. Recommend metal.
- 11 ▪ Lighting details/cutsheets.
- 12 ▪ Material for the trellis for the vines.
- 13 ▪ Detail for freestanding sign.
- 14 ▪ Verify proposed location of fire hydrant with City fire marshal.

15  
16 The applicant, **Steve Honeycutt**, provided the following comments on the project and  
17 the DRB recommendations:

- 18 ▪ Phase II, Sheet AO.2 is conceptual and not part of the project and would be  
19 developed at some time in the future. The conceptual plan was provided at staffs'  
20 request in order to demonstrate that development of the front portion of the  
21 property is feasible and could provide the required landscaping and parking.
- 22 ▪ The owner of the existing Sears franchise, Dan Peterson, is also a partner in the  
23 project.
- 24 ▪ The existing Sears franchise will relocate to the site as the main tenant as shown  
25 on Sheet A1.1 (Suite C – “Millan”).
- 26 ▪ The building is a concrete tilt-up.
- 27 ▪ Will check with waste disposal company to see if the trash area is adequate in  
28 terms of size and access.
- 29 ▪ Freestanding sign at the front of site along Airport Park Boulevard would  
30 advertise all tenants on the site, including Phase II.
- 31 ▪ Will provide detail for the lighting and free-standing sign.
- 32 ▪ Prefer not use wheel stops because they are a hazard and prefers the  
33 landscaping solution.

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35 **8. MATTERS FROM THE BOARD:**

36 None.

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38 **9. MATTERS FROM STAFF:**

39 None.

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41 **11. SET NEXT MEETING/ADJOURNMENT**

42 The next regular meeting will be October 8, 2009. There being no further business, the  
43 meeting adjourned at 4:52 p.m.

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46 Tom Liden, Acting Chair

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49 Cathy Elawadly, Recording Secretary