



# City of Ukiah, CA Design Review Board

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## MINUTES

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Regular Meeting

March 12, 2015

Ukiah Civic Center, 300 Seminary Avenue

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1. **CALL TO ORDER: Vice Chair Liden** called the Design Review Board meeting to order at 3:00 p.m. in Conference Room #3.

2. **ROLL CALL Present:** Vice Chair Tom Liden, Alan Nicholson, Howie Hawkes, Colin Morrow

**Absent:** Nick Thayer

**Staff Present:** Michelle Johnson, Assistant Planner  
Kevin Thompson, Principal Planner  
Cathy Elawadly, Recording Secretary

**Others present:** Matthew Gilbert  
Sara Gilbert  
Stephany Wilkes

3. **CORRESPONDENCE:**

4. **APPROVAL OF MINUTES:** The minutes from the March 3, 2015 meeting will be available at the April 9, 2015 meeting for review and approval.

5. **AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

The DRB is required by the City Code to review and make a recommendation on all Site Development Permit applications.

6. **NEW BUSINESS:**

6A. **(Revised) Gilbert Mixed Use Project, 676 South Orchard Avenue (File No.: 37)**  
Review and Recommendation to Planning Commission on a Site Development Permit for a mixed use development that would include the existing single-family home, modification and expansion of the existing garage which would be used for the commercial processing of wool, one food truck with outdoor seating, and modifications to the parking and landscaping at 676 South Orchard, APN 002-320-53. The Project also requires Planning Commission approval of a Major Use Permit to allow mixed residential and commercial use of the parcel.

**Assistant Planner Johnson:**

- The Project includes the following:
  - Use of the main building as a single-family home;
  - Conversion of the garage to a wool mill (see project description);
  - Conversion of the covered concrete pad to the south of the garage into an enclosed expansion of the wool mill;
  - Construction of an addition to the wool mill on the west elevation;
  - Relocation of the existing cargo container to a location that complies with zoning setbacks;

- 1                   ▪ Use of the existing cargo container to store products and materials associated
- 2                   with the wool mill (see project description attachment 1; and photos attachment
- 3                   4);
- 4                   ▪ Addition of one cargo container to provide additional storage for products and
- 5                   materials associated with the wool mill (see project description attachment 1;
- 6                   and photos attachment 4);
- 7                   ▪ Operation of a food truck in the south portion of the parking lot/front yard with
- 8                   outdoor seating; and
- 9                   ▪ Modifications to the parking area and landscaping, including striping to provide 8
- 10                  standard parking spaces and one van accessible parking space.
- 11                  • The applicant has revised his project based on the DRB comments from the initial review
- 12                  of the Project as well as comments from Planning staff.
- 13                  • Attachment 1 of the staff report is a full project description prepared by the applicant.
- 14                  • Attachment 3 of the staff report is the revised site plan.
- 15                  • The document 'Mendocino Wool and Fiber Inc.' is an update/response to the permit
- 16                  application that addresses the 'Incompleteness Letter from Planning staff, dated October
- 17                  22, 2014 and is incorporated into the minutes as attachment 1.
- 18

19 **Matthew Gilbert, applicant** commented on his revised project:

- 20                  • Project involves three uses: 1) Single Family Residence; 2) The garage to be remodeled
- 21                  to a wool mill; 3) Food truck that fronts S. Orchard Avenue.
- 22                  • Explained how the three uses would work harmoniously on the property.
- 23                  • Referenced the 'Mendocino Wool and Fiber Inc.' document that provides a very detailed
- 24                  list of all the project changes to specifically address all the project concerns.
- 25                  • Of importance is the issue raised about the trees/bushes proposed to be planted along
- 26                  the edge of the parking lot in front of the shipping container where it was the opinion of
- 27                  the DRB the species selected would grow too slowly to effectively screen and would not
- 28                  enhance the existing tree in this location. Acknowledged the aforementioned portion of
- 29                  the property is actually the 'prettiest.' A wooden fence will border the back edge of the
- 30                  parking lot and is of the opinion this is a good choice from an aesthetics standpoint.
- 31                  • Related to the issue that the pedestrian circulation to the food truck does not appear to
- 32                  be safe, is specially addressed in response to the Incompleteness Letter in the
- 33                  'Mendocino Wood and Fiber Inc.' document on page 5.
- 34                  • While the photo rendering of the site and accompanying uses is not entirely accurate, it
- 35                  provides an idea of what the site will look like when the project is complete.
- 36

37 DRB questions/comments related to:

38 Pedestrian Circulation and Food Truck

39 On-site Traffic Circulation

40 Signage

41 Noise Impacts

42 Existing Travel Trailer

43 Planter Boxes

44 Front Fence

45 Bicycle Parking

46

47 **Member Hawkes:**

- 48                  • Asked about the food truck and whether it will remain stationery on the site?
- 49                  • Related to the photo rendering of the site, asked if the site would look more or less like
- 50                  the picture?
- 51                  • Requested clarification the wool mill industry is a labor intensive process.
- 52                  • Finds there are many ways to mitigate sound.
- 53                  • Likes the metal planters that look like cattle feeding/water troughs.
- 54

1 **Member Morrow:**

- 2
- 3 • Will the wool mill use generate traffic on site and/or will it be light traffic?
  - 4 • Will people be coming to the site to drop off the wool?
  - 5 • Asked about noise impacts and how the ambient level can be measured. Further asked
  - 6 about the information from a comparable wool mill having similar equipment that
  - 7 reported at 50 ft. from the equipment through a 2 x 6 wall, the decibel level is similar to
  - 8 the ambient level and inquired where this testing was conducted. Was the wool mill
  - 9 located in rural setting versus and a dense industrial area?
  - 10 • Requested clarification the ambient levels are comparable.
  - 11 • It is likely the project should be conditioned to address noise complaints requiring the
  - 12 applicant to explore mitigation measures.
  - 13 • Requested clarification the planter boxes will shelter the seating area although this is
  - 14 indicated differently on the site plans and commented it might be beneficial to do
  - 15 something by either moving the planters in and around the seating area or put bollards in
  - 16 this location to prevent vehicles from coming right up where people are sitting and
  - 17 eating.
  - 18 • Asked about the location of a bicycle rack.
  - 19 • Asked about sewer connection for the food truck and/or will the truck be serviced offsite?

20 **Vice Chair Liden:**

- 21
- 22 • Asked about the travel trailer on the site?
  - 23 • Signage on the site would be much more effective without having a double sign for the
  - 24 food truck and the regular sign for the wool mill. Is of the opinion double signage is
  - 25 confusing and looks somewhat 'cluttered.' Is there a way to put a sign on the truck? Is of
  - 26 the opinion having the truck sign as a secondary sign included with the wool mill sign
  - 27 draws from the wool mill sign. Would like to see separate signs and have a really nice
  - 28 looking sign for the wool and fiber company without the truck sign. Supports having a
  - 29 sign for the wool and fiber business and a sign on the food truck that essentially
  - 30 emphasizes the separateness of the businesses.
  - 31 • Would like more information about the wool mill equipment related to potential noise
  - 32 impacts.
  - 33 • Will the fence along the front property line be replaced?

34 **Member Nicholson:**

- 35
- 36 • Related to signage while wanting to maintain some type of continuity between the wool
  - 37 mill and the food truck uses may want to consider how to keep the message clear about
  - 38 the separateness of the businesses. As it is, the food truck use dominates the wool mill
  - 39 use even though the Wool mill sign is larger. May want to integrate the signage in some
  - 40 fashion that maintains continuity but indicates there are a number of businesses
  - 41 operating on the site rather than having the signs compete with one another.
  - 42 • Asked about the sign process.
  - 43 • How did the grease trap get to the rear of the property when the sewer line goes out the
  - 44 front of the property?

45 **Matthew Gilbert:**

- 46
- 47 • The food truck will be rented out to a vendor and will not be a permanent structure on the
  - 48 site.
  - 49 • The rendering shows the concept and placement of the buildings/food truck/planter
  - 50 areas/signage/parking and/or general layout of the site. What is not demonstrated well in
  - 51 the rendering is that there is actually space between the planters and the food truck
  - 52 where people can circulate, but is clearly shown in the revised site plans. The driveway
  - 53 isle is supposed to be a 24-foot minimum and has been widened.
  - 54 • Confirmed traffic for the wool mill will be light. There will be three or four employees that
  - will come and go per shift.

- 1 • People will access the site to drop off wool, but it will be infrequent.
- 2 • The wool mill industry is labor intensive, but the associated equipment is what makes the
- 3 process work effectively and commented on the process.
- 4 • Referred to page 2 of the 'Mendocino Wool Fiber Inc.' document that addresses the issue
- 5 of noise and noted based on the best available information, is of the opinion the project
- 6 will not significantly alter the decibel level at any of the property lines and explained the
- 7 factors/measures taken and/or in place to help mitigate noise. The wool mill that provided
- 8 the information cited in the 'Mendocino Wool Fiber Inc.' document was the only source he
- 9 could find that would give him noise data related to operating similar machinery and
- 10 reported that at 50 feet from the equipment through a 2 X 6 wall, the decibel level is
- 11 similar to the ambient level. Confirmed the wool mill that supplied the noise information is
- 12 located a rural area (100-acre ranch).
- 13 • Related to ambient levels, while comparable, it is likely the ambient level on S. Orchard
- 14 Avenue would be significantly higher than what the rural wool mill experiences.
- 15 • No one lives in the travel trailer and is used for storage.
- 16 • The truck sign could be on the truck, but the disadvantage of this is when the tree is fully
- 17 leafed the truck cannot be effectively seen northbound.
- 18 • It may help to put the food truck sign and the wool mill sign in the same frame.
- 19 • The food sign does not necessary have to be on the truck but rather a sandwich board
- 20 sign on the sidewalk next to the mailboxes.
- 21 • The sign for the food truck could be put between the fence and the sidewalk.
- 22 • Related to information regarding the wool mill equipment, the equipment manufacturer is
- 23 no longer in operation so he is unable to get technical manuals that address the decimal
- 24 level. Based on the information received from the comparable wool and fiber mill
- 25 business noise would pretty much end at the property line so any neighbor on the other
- 26 side of the fence would not hear any noise.
- 27 • Questioned how a decimal level test can be conducted without the equipment being
- 28 functional until the project is approved.
- 29 • Referred to the revised site plan (attachment 3) and noted most of the back wall that is
- 30 closed to the neighbors is the bathroom so it is like having another room with an extra set
- 31 of walls. Confirmed there will be new 2 x 6 wall construction and well-built so noise
- 32 should not be an issue. In the event noise is an issue, can take measures to mitigate the
- 33 sound.
- 34 • The front fence is pre-existing and intends to replace it in another phase.
- 35 • Related to the planter boxes and seating area could implement a wheel stopper to
- 36 prevent vehicles from coming upon and/or backing up in and around the seating/dining
- 37 area.
- 38 • It was noted site plan keynotes #9 on the revised site plans indicates the designated
- 39 bicycle parking area.
- 40 • Explained the reason for the location of the grease trap and confirmed there will be a
- 41 solid waste line extending underneath the building.
- 42 • The food truck will be serviced offsite.

43  
44 **Assistant Planner Johnson:**

- 45 • There could potentially be zoning issues associated with having a sandwich board on the
- 46 sidewalk.
- 47 • Related to the issue of potential noise impacts has knowledge it is possible to conduct a
- 48 decimal check for compliance with City noise standards by using a special machine. The
- 49 measuring of decimal levels will likely be required for the Wool Mill project before the
- 50 project is reviewed by the Planning Commission to make certain the project is consistent
- 51 with City noise standards and not cause potential noise impacts to the neighborhood. If
- 52 the noise standards are not properly met, will have to look at mitigation measures to
- 53 offset the sound impact.

- Does not have an answer about how to conduct a decimal level test without the equipment functional.
- The applicant would have to go through a sign permit process separate from the mixed use project. Would like input and a recommendation from the DRB regarding the signage.
- Explained the applicant worked with the Public Works Department regarding his project needs related to sewer, etc.

DRB questions/comments related to:  
Building Facade

**Vice Chair Liden:**

- Asked about plans for the facade of the wool mill building.
- Looking at the color rendering, sees the facade as having a western theme and questioned whether this should be the approach.
- It may be the problem is the color of the building.
- Recalls that Chair Hise at the initial DRB review of the Project talked about material features that could be added to enhance the appearance.
- Asked if the roof was pitched would the siding match/work?
- Because the wool mill building is a fake facade having that 'stepped western appearance' is not certain a fake pitched roof facade would look more fake. While the building will feature a fake facade is of the opinion that the stepped western looking facade kind of works with perhaps a different color scheme.
- Asked if Member Nicholson would like to see the Project again if there was a change in the design.

**Member Nicholson:**

- The initial discussion concerning the facade by the DRB acknowledged there was too much distinction between the buildings and was not pleased with the appearance of the building during this discussion concerning the building facade/shape. There was significant opposition to the square western facade where the preferred elevation was to have a pitched roof that reinforced architectural compatibility of the existing house.
- Is of the opinion the square western facade reinforces the inappropriateness of this architectural design. While there are a few of these western facade designs for buildings in town that essentially do not fit well with the existing 'fabric' finds the proposed elevation does not match any of the buildings in the neighborhood and cannot support the western facade design. The roof is out of design context with the residential building on the site and buildings in the neighborhood. Does understand the reason for the design concept since the wool mill building is a factory and a western facade design works with that of an industrial use so having a disharmonious design separates/distinguishes the industrial use from the residential use.
- Preference would be for the building not to have 'the steps,' but rather have a 'box' design. This design would be more in keeping with the post office building and motel in the neighborhood.
- The issue is not the color of the building but rather the shape.
- Recalls at the initial DRB discussion of the Project Chair Hise said the buildings should either match architecturally or not.
- Sees the proposed design working adequately in Covelo, Anderson Valley, but not on Orchard Avenue in an urban setting.
- Is okay with a pitch roof appearance and finds this design would match with the storage container design.
- Whatever occurs for the wool mill building the facade is a false front that is visually apparent. Better approach would be to have flat facade that extends to a pitched top that meets building code requirements.

- 1 • Referred to attachment 2, City of Ukiah Commercial Development Design Guidelines  
2 Project Review Checklist for Commercial Projects outside the Downtown Design District,  
3 Page 2 Visual Appearance, says, 'buildings are visually cohesive, compatible and  
4 complementary (*scale, proportion, design, style, heights, mass, setbacks*)' and 'buildings  
5 exhibit variety and distinctiveness (*but avoid overly obtrusive or over monotonous  
6 designs, or strong contrast with adjacent buildings, creative use of natural and recycled  
7 materials, metal discouraged unless creative and consistent with Guidelines*),' and noted  
8 these questions are supposed to be addressed. Cannot say 'yes' to these questions  
9 relevant to the stepped facade. While the proposal exhibits variety and distinctiveness  
10 finds the facade visually not cohesive, compatible or complementary to the neighborhood  
11 and therefore, cannot support the stepped western facade, as presented.
- 12 • The Planning Commission will make the final decision about the Project. If the applicant  
13 has an alternate plan he would like to take to the Planning Commission would be fine  
14 with not seeing the Project again and let the Planning Commission decide. His  
15 recommendation is not to use the proposed design. Recommended the applicant talk to  
16 Planning staff about alternative design concepts.

17  
18 **Stephanie Wilkes:**

- 19 • Asked about a facade alternative.  
20 • The building would be easy to 'square off.'  
21 • Could prepare something with three different facade designs.  
22

23 **DRB** noted the aforementioned alternative cannot occur because of the need for a firewall.  
24

25 **Member Hawkes:**

- 26 • Asked about the firewall and its effect on the elevation.  
27 • Talked about the concept of a pitched roof. The barn-look would be an acceptable design  
28 on the site and for the wool mill use.  
29 • The fake stepped western facade would likely work, but should likely have a different  
30 color scheme.  
31

32 **Member Morrow:**

- 33 • Having the buildings with somewhat distinctive designs sets the character as being more  
34 'industrial' than the other residential uses on Orchard Avenue.  
35

36 **Matthew Gilbert:**

- 37 • Referred to the site plans the concern of the DRB at the initial review of the Project was  
38 whether or not the wool mill building would be distinctive enough from the residential unit.  
39 • His intent was to have to separate and distinct building elevations.  
40 • Finds that the western facade architecturally flows with the post office across the street  
41 that has a square shape.  
42 • Recalls the DRB's initial discussion concerning his project was that the wool mill building  
43 should 'sort of' match the residential unit, but not really.  
44 • Talked about the design requirements in connection with the firewall and noted the  
45 parapet must be three feet tall above the eve.  
46 • Related to having a squared-shape building, would result in 15 feet of free standing wall  
47 and questioned whether this would work. This would somehow have to be tied back into  
48 the roof.  
49 • Related to the architectural design of the wool mill building for him was not necessarily  
50 the industrial component of it, but rather that wool has been around and a major part of  
51 Ukiah for a long time. The intent was to make the building look as though the wool mill  
52 has been around for a long time.  
53

54 **Assistant Planner Johnson:**

- Applicant has photographs of other facade design concepts that could be used on the wool mill building.
- The project can be brought back for further review if this is the preference of the DRB. The facade is a significant element and a major component of the Project.

**Member Hawkes:**

- Supports DRB approve the Project with recommendations to the Planning Commission.

**M/S Hawkes/Nicholson** DRB approve the Project, as presented with the recommendation that the facade be considered 'influx' at this point and that the applicant bring some other design options to the Planning Commission and to make it clear the DRB was not 100% in favor of this particular aspect of the Project. (Motion carried 4-0).

**Member Nicholson:**

- Applicant did a good job describing the Project both graphically and with the narrative that fully explains the intent of the Project.

**7B. Jared Hull Use Permit for Single Family Residence – Hillside Project, 315 Janix Drive (File No.: 707):** Review and recommendation to Planning Commission on a Use Permit to construct a 1,997 square foot single family residence and 795 square foot attached garage at 315 Janix Drive, APN 001-040-73. The exterior would include earth tone painted stucco siding, a metal roof, and landscaping. The site is accessed by an existing private asphalt paved road. Since the property is located in the Hillside District, Planning Commission review and approval of a use permit is required for new construction.

**Assistant Planner Johnson:**

- Referred to the staff report and accompanying attachments 1, 2 and 3 that provides a project description, visual renderings that are intended to show what the Project would look like from the Valley floor from Alex Thomas Jr. Plaza, copies of the proposed color schemes and materials, site plans, and hydrology report.
- Explained the history of the Hull/Piffero subdivision.
- The applicant is not present.

The DRB acknowledged the Project but did not review the Project and/or make comments in detail.

**DRB:**

- Asked to see a colors and materials board.
- Requested the applicant provide more information about the Project details as to elevations, water/sewer infrastructure, colors/materials, landscaping, etc. and with possibly visiting the site with the applicant and have a discussion.
- Would like more information regarding the Hillside zoning district regulations concerning development.
- Asked about how many of the remaining lots of the Hull/Piffero subdivision are buildable/ can be developed.
- Provide accurate visual renderings/simulations showing the location of the proposed new residents and what it would look like from various locations on the Valley floor.
- Requests applicant come back to the DRB for a more comprehensive look at the Project.

**7. MATTERS FROM THE BOARD:**

Asked if the DRB would be willing to have another special meeting on March 26, 2015 at 3:00 p.m. to review preliminary plans for a new Chapole restaurant in the City.

1 The DRB would be amenable to having a special meeting on March 26.

2

3 **8. MATTERS FROM STAFF:**

4

5 **9. SET NEXT MEETING**

6 The next regular meeting will be Thursday, April 9, 2015.

7

8 **10. ADJOURNMENT**

9 The meeting adjourned at 3:48 p.m.

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11

12 \_\_\_\_\_  
Cathy Elawadly, Recording Secretary

Attachment # 1

# Mendocino Wool and Fiber Inc.

Updates to Plans and  
Permit Application





# Incompleteness Letter 10/22/14

- “The project description includes a Noise Impact and Surrounding Uses exhibit...  
...Please Identify the decibel level at the property lines of these uses individually and cumulatively.”
- The original equipment manufacturers are no longer in business and technical documentation is not obtainable. Another mill (C&M Acres Alpacas and Fiber Mill) has similar equipment and reports that at 50 ft. from the equipment through a 2x6 wall, the decibel level is similar to the ambient level. Based on this best available information, the project will not significantly alter the decibel level at any of the property lines. Further assuring us of this are several factors which will provide additional, though unnecessary sound insulation. These are; 1) we placed the bathroom against the west wall, between the residential properties and the equipment, and 2) there is a wooden fence between the mill building and the property line providing an additional sound barrier.



# Incompleteness Letter 10/22/14

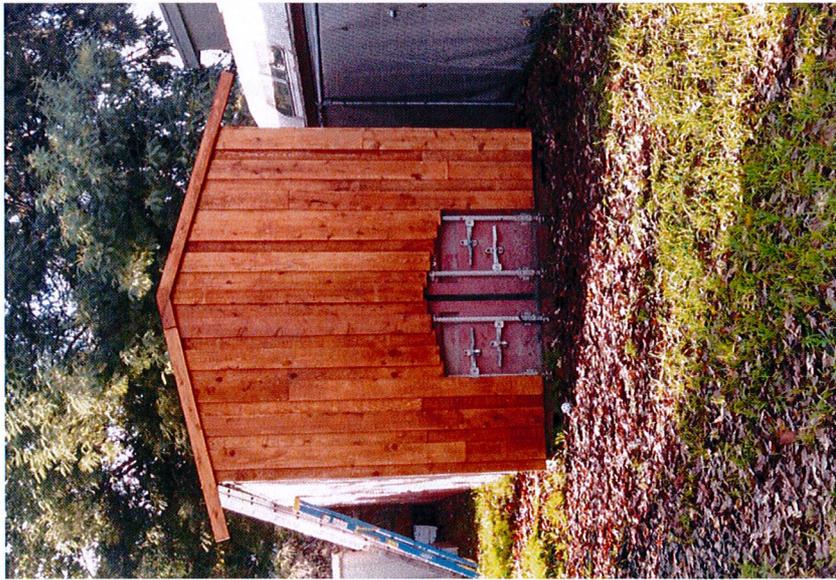
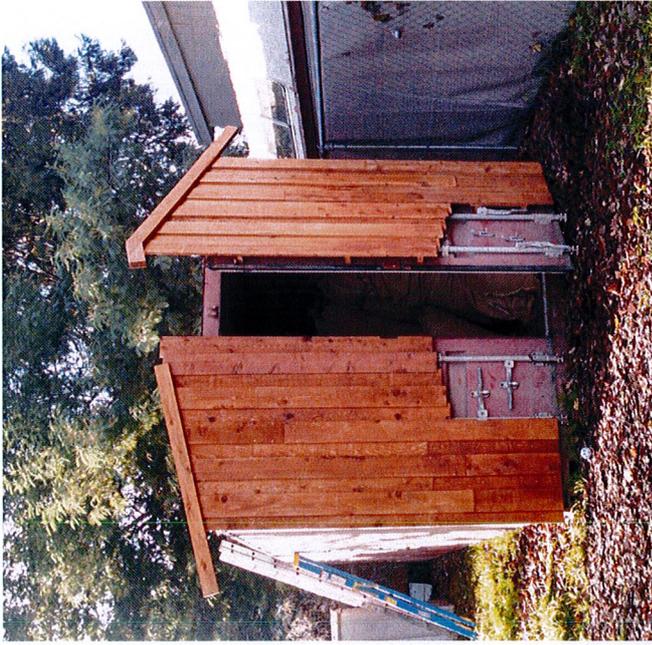
- “On the site plan...”
  - “Make the vehicle parking spaced more readable”
  - **Vehicle parking symbology has been changed.**
  - “The notes for the accessible and standard parking spaced appear to have been transposed.”
  - **The key notes have been corrected.**
  - “Note 9 states that 5 bike parking spaces are provided... .. 6 bike parking spaces (are needed).”
  - **Keynote 9 has been corrected to state that a minimum of 6 bicycle parking spaces will be provided.**
  - “Show the location of trash/recycling/waste disposal for all uses on the site.”
  - **Waste receptacle locations have been added.**
  - “Show the location of the required grease trap/interceptor.”
  - **The location of the grease trap has been added.**

# Incompleteness Letter 10/22/14

- “The site plan, as proposed, does not appear to provide safe pedestrian circulation due primarily to the location of the food truck. The location of the food truck requires customers to stand in the driveway access for the parking area.”
- To clarify the design the following has been added “As mapped on the site plan, the flow of traffic in the parking lot and the pedestrian area in front of the food truck will be separated by two galvanized metal planters on either side of the handicapped accessible path of travel. Each will be a minimum of 8 feet long, have a minimum of 3000 pounds of rock in the bottom and a minimum of 8 inches of soil planted with ornamental plants on top of the rock. The barrier and overall look of the planters will mesh well with the façade style and will add a decorative space while effectively blocking errant cars from the area designed for food truck customers. These planters will provide far more protection to pedestrians that can be found in similar recently approved projects in Ukiah such as the Home Depot food truck (that lacks any barrier between the serving area and the driveway) and the outside eating areas in front of Patrona and Schat’s (which lack any barrier substantial enough to stop an errant car from the immediately adjacent lane of traffic).”

# Incompleteness Letter 10/22/14

- “Provide a landscaping plan that address the comments from the Design Review Board, including revised tree species that are appropriate for the site and climate...”
- At the design review board meeting, there were several intertwined concerns that several members expressed. These were that
  - The trees and shrub as proposed were not the appropriate size and one was not the right species.
  - Trees in general would not grow quickly enough to provide adequate screening.
  - That the valley oak growing in front of the shipping container is a huge aesthetic asset to the site and something should be done to visually draw one’s eye to it.
- To address these concerns, we made several changes to the Site Plan and Landscape Plan. Instead of planting trees, a wooden fence is being built between the NE corner of the proposed wool mill and the property line. This has the benefit of providing immediate screening of the space behind it, and since it is made of attractively sealed wood, it will complementary contrast with the valley oak (once it leafs out) drawing one’s eye to that portion of the parking lot. We also built an aesthetically pleasing façade for the shipping container.



The fence will be completed before the DRB meeting. *soon,*

# Incompleteness Letter 10/22/14

- “Provide information/photos of the food truck. The appearance of the food truck is important and was an issue for the Design Review Board.”
- The landowners will rent or lease the space to the food truck owner/operator. Though multiple local vendors have expressed interest in operating here, committing to a particular vendor or a particular truck is not a feasible business decision at this time. However, in order to allow the planning staff and the Design Review board to better evaluate the aesthetics of the proposed plan, we are creating some color rendering of what it will likely look like. These will be ready for review shortly.
- “Odors and Noise were identified as potential issues at the Design Review Board meeting. The project proposes to locate certain aspects of the wool mill outdoors under the existing canopy until the addition is constructed...”
- The plan has been amended to disallow scouring outside during phase 1.

# Incompleteness Letter 10/22/14

- “The project description states that the (French Comb) removes organic debris. What happens to this waste product? How is it disposed?”
- To clarify, the plan has been amended to read the following; “By using a machine called a French comb to produce combed top, 100% of the organic debris (such as chaff and pieces of grass) and short fibers are removed. The fibers are aligned perfectly parallel to each other. This process is often optional but is necessary to produce fine gauge, consistent yarns. Based on a discussion with C & S Waste Solution, because this organic debris will be intermixed with short wool fibers it needs to be disposed of in the garbage. There will be small enough quantities that a standard garbage can will be adequate for disposal.”
- “The project description states that the mill will sell any and all products it produces. What does this include? Retail sales onsite, retail offsite, wholesale, etc?”
- To clarify the plan has been amended to “Though the mill will likely focus on producing yarn, it will wholesale any and all of the products it is capable of producing (there will be no onsite retail).”

# Incompleteness Letter 10/22/14

- “The project description identifies the hours of operation for the wool mill as 5 am to 10 pm. These hours of operation may be inconsistent with the noise levels allowed by the City’s noise ordinance which change at 7 pm and 7 am...”
- **The wool mill’s operations are not expected to change the ambient noise level at any of the property lines. It will be in compliance with the City’s noise ordinance.**
- “The site appears to be in violation of the City’s Commercial Property Maintenance Ordinance and Nuisance Ordinance...”
- **This has been rectified with the exception of the existing shipping container which is considered a substandard building because it lacks a permit. If the project is approved, it will be permitted and no longer be considered substandard.**
- The incompleteness comments from Mendocino County Health and Human Services Agency states that “Per the project description, the “food truck” will be located permanently on the site. Therefore only a permanent food facility could be approved...”
- **To clarify the following has been added; “The mobile truck or trailer will need to be serviced before each day of operation at an off site commissary.” Based on discussions with Brian Hoye, this will demonstrate that it will not be located permanently at the site and is adequate as proposed.**