

**Minutes  
Zoning Administrator Meeting  
July 1, 2014**

**Staff Present**

Charley Stump, Zoning Administrator  
Cathy Elawadly, Recording Secretary

**Others Present**

**1. CALL TO ORDER**

Zoning Administrator Stump called the meeting to order at 11:05 a.m. in Conference Room No. 1, Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

**2. SITE VISIT VERIFICATION**

Zoning Administrator Stump confirmed the site visit.

**3. APPROVAL OF MINUTES:** The minutes from the May 19, 2014 meetings will be available for review and approval at the Zoning Administrator hearing.

Zoning Administrator Stump approved the May 19, 2014 minutes, as submitted.

**4. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS**

**5. APPEAL PROCESS**

Zoning Administrator Stump acknowledged no one was present at the meeting and dispensed with the reading of the appeal process. For matters heard at this meeting the last day to appeal is July 11, 2014.

**6. VERIFICATION OF NOTICE**

Zoning Administrator Stump verified the proposed Wal-Mart Minor Site Development Permit (Munis File No. 304) was properly noticed in accordance with the provisions of the UMC.

**7. PUBLIC HEARINGS**

**7A. Wal-Mart Minor Site Development Permit (Munis #304)** to allow 1) the enlargement to an existing exterior CMU block equipment enclosure from 363 square feet to 1,341 square feet (978 square foot increase); and 2) minor modifications to the Auto Center signs resulting in an increase of 14.89 square feet. The property is located at 1150 Airport Park Blvd., and is identified as APN 180-070-38.

**Zoning Administrator Stump:**

- Dispensed with a staff report since no one was in attendance.
- Teresa Jones, Architect and applicant representative for Walmart Store No. 2052 has indicated via an email dated June 18, 2014 that she would not be able to attend the Zoning Administrator meeting today and urged the Zoning Administrator to move forward and act on the project accordingly.
- Has reviewed the project description and staff report and is fine with the Project, as proposed.
- Finds no issues associated with either of the two components of the Project.

**PUBLIC HEARING OPENED: 11:09 a.m.**

**PUBLIC HEARING CLOSED: 11:09 a.m.**

Zoning Administrator Stump supports staff's project recommendation and approved Wal-Mart Minor Site Development Permit (Munis #304) with Findings 1-6 and Conditions of Approval 1-10.

1 **Zoning Administrator Stump** will advise the applicant the Project has been approved and at  
2 that time will also advise the applicant of the appeal process.

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4 **8. ADJOURNMENT**

5 There being no further business, the meeting was adjourned at 11:10 a.m.

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8 \_\_\_\_\_  
9 Charley Stump, Zoning Administrator

10 \_\_\_\_\_  
11 Cathy Elawadly, Recording Secretary

12  
13 **Findings for Approval of a Minor Site Development Permit**

14 **Wal-Mart CMU Block Enclosure Expansion**  
15 **and Minor Auto Center Sign Modification**  
16 **1155 Airport Park Blvd., APN 180-070-38**  
17 **File No.: Munis 304**

- 18  
19 1. The Project, as conditioned, is consistent with the General Plan as described in the staff  
20 report, including Table 1.  
21  
22 2. The Project, as conditioned, is consistent with the applicable requirements of the City  
23 Sign Ordinance as described Table 2 of the staff report.  
24  
25 3. The Project, as conditioned, is consistent with the applicable requirements of the Airport  
26 Park Planned Development zoning for the site as described on page 2 of the staff report.  
27  
28 4. The Project, as conditioned, is consistent with the findings required for approval of a  
29 Minor Site Development Permit as described in Table 3 of the staff report.  
30  
31 5. The proposed Project, as conditioned, is exempt from the provisions of the California  
32 Environmental Quality Act (CEQA) as described on page 4 of the staff report.  
33  
34 6. A notice of the Project was provided in the following manner as required by the Ukiah  
35 City Code:  
36  
37     ▪ published in the Ukiah Daily Journal on June 21, 2014;  
38     ▪ mailed to property owners within 300 feet of the subject parcel on June 18, 2014; and  
39     ▪ posted on the subject parcel on June 20, 2014.  
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41  
42 **ADOPTED SITE DEVELOPMENT PERMIT CONDITIONS OF APPROVAL TO ALLOW AN**  
43 **ENLARGEMENT OF THE EXISTING EXTERIOR CMU BLOCK EQUIPMENT ENCLOSURE**  
44 **AND AUTO CENTER SIGN MODIFICATIONS**  
45 **AT THE WAL-MART STORE ON AIRPORT PARK BLVD.**

- 46  
47 1. Approval is granted for the enlargement of the CMU block equipment enclosure and Auto  
48 Center sign modifications at the existing Wal-Mart store as described in the project  
49 description submitted to the Community Development and Planning Department and date  
50 stamped June 17, 2014 and as shown on the plans submitted to the Community  
51 Development and Planning Department and date stamped June 17, 2014.  
52  
53 2. On plans submitted for building permit, these conditions of approval shall be included as  
54 notes on the first sheet.  
55

1 From the Building Official ( David Willoughby)  
2

- 3 3. Building permit is required.  
4

5 Standard City Requirements  
6

- 7 4. This Site Development Permit may be revoked through the City's revocation process if  
8 the approved project related to this Permit is not being conducted in compliance with  
9 these stipulations and conditions of approval; or if the project is not established within two  
10 years of the effective date of this approval; or if the established use for which the permit  
11 was granted has ceased or has been suspended for 24 consecutive months.  
12
- 13 5. No permit or entitlement shall be deemed effective unless and until all fees and charges  
14 applicable to this application and these conditions of approval have been paid in full.  
15
- 16 6. The property owner shall obtain and maintain any permit or approval required by law,  
17 regulation, specification or ordinance of the City of Ukiah and other Local, State, or  
18 Federal agencies as applicable. All construction shall comply with all fire, building,  
19 electric, plumbing, occupancy, and structural laws, regulations, and ordinances in effect  
20 at the time the Building Permit is approved and issued.  
21
- 22 7. A copy of all conditions of this Use Permit shall be provided to and be binding upon any  
23 future purchaser, tenant, or other party of interest.  
24
- 25 8. All conditions of approval that do not contain specific completion periods shall be  
26 completed prior to building permit final.  
27
- 28 9. This approval is contingent upon agreement of the applicant and property owner and their  
29 agents, successors and heirs to defend, indemnify, release and hold harmless the City,  
30 its agents, officers, attorneys, employees, boards and commissions from any claim,  
31 action or proceeding brought against any of the foregoing individuals or entities, the  
32 purpose of which is to attack, set aside, void or annul the approval of this application.  
33 This indemnification shall include, but not be limited to, damages, costs, expenses,  
34 attorney fees or expert witness fees that may be asserted by any person or entity,  
35 including the applicant, arising out of or in connection with the City's action on this  
36 application, whether or not there is concurrent passive or active negligence on the part of  
37 the City. If, for any reason any portion of this indemnification agreement is held to be void  
38 or unenforceable by a court of competent jurisdiction, the remainder of the agreement  
39 shall remain in full force and effect.  
40
- 41 10. The color of the CMU block equipment enclosure shall match that of the existing building.  
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