



City of Ukiah

ZONING ADMINISTRATOR

Thursday December 10, 2015; 11:00 a.m.
Conference Room 1



AGENDA

- 1. CALL TO ORDER** **Conference Room 3, Ukiah Civic Center**
300 Seminary Avenue, Ukiah

2. SITE VISIT VERIFICATION

3. APPROVAL OF MINUTES

The minutes from the November 19, 2015 meetings are included for review and approval.

4. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

The Zoning Administrator welcomes input from the audience. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments.

5. APPEAL PROCESS

All determinations of the Zoning Administrator regarding minor discretionary planning permits are final unless a written appeal, stating the reasons for the appeal, is filed with the City Clerk within ten (10) days of the date the decision was made. An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken. For matters heard at this meeting, the City Clerk will accept appeals no later than **Monday, December 21, 2015 at 5:00 p.m.**

6. VERIFICATION OF NOTICE

7. PUBLIC HEARING

A. Wise Garage Conversion Minor Use Permit 628 Grove Avenue; APN 001-111-17; (File No.: 1389): An application has been received Rick Wise for Zoning Administrator approval of a Minor Use Permit to convert the existing garage into a studio unit as a second dwelling on the property behind the main house to be used as a guest house and/or rental. The proposed project includes one vehicle parking space at the rear of the main house accessed through the alley off of Spring Street. Second dwelling units on parcels developed with a single-family residence are allowed in (R1) Single-Family Residential; however, since the proposed project does not meet the minimum required parking and setbacks requirements, a Use Permit is required.

8. ADJOURNMENT

The City of Ukiah complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. If possible, please contact the City of Ukiah at (707) 463-6752 or (707)463-6207 at least 72 hours prior to the meeting time.