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**MINUTES
CITY ENGINEER PUBLIC HEARING
April 5, 2012**

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STAFF PRESENT

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Tim Eriksen, City Engineer/Director of Public Works
Jennifer Faso, Associate Planner
Cathy Elawadly, Recording Secretary

OTHERS PRESENT

Coralee Hendrix, Applicant

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The meeting was called to order by City Engineer Tim Eriksen at 2 p.m. in Conference Room 1, Ukiah Civic Center, 300 Seminary Avenue, Ukiah, California.

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2. SITE VISIT VERIFICATION – Confirmed.

3. APPROVAL OF MINUTES – January 25, 2012

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City Engineer Eriksen deferred approval of the January 25, 2012 minutes.

4. APPEAL PROCESS

City Engineer Eriksen read the appeal process, stating for matters heard at this meeting, the final date for appeal is Monday, April 16, 2012.

5. VERIFICATION OF NOTICE

Staff verified Hendrix-Sandelin Boundary Line Adjustment 11-20-BLA-CE was properly noticed in accordance with the provisions of the Ukiah Municipal Code.

6. PUBLIC HEARING

6A. Hendrix-Sandelin Boundary Line Adjustment File No.: 11-20-BLA-CE. Conduct a public hearing on the property owners request for City Engineer approval of a Boundary Line Adjustment between two adjacent lots on Jones Street. The BLA would reconfigure the existing rear property line of Parcel 1 by moving the line east and continuing the existing side property line between the two parcels. No new parcels would be created and no development is proposed as part of this BLA application.

Associate Planner Faso gave a staff report:

- An application has been received from Coralee Hendrix and Leora Sandelin for approval of a Boundary line Adjust (BLA) between two parcels.
- The BLA would reconfigure the existing rear property line of Parcel 1 by moving the line east and continuing the existing side property line between the two parcels.
- Approval of the BLA would result in Parcel 1 gaining 1,900 sq. ft. and a loss of 1,900 sq. ft. for Parcel 2.
- No new parcels will be created and no new development is proposed as part of the BLA, but rather returns the square footage to the former lot (Parcel 1) as it was originally.
- The project is consistent with the goals/policies of the Ukiah General Plan and R-1 Zoning District designation as provided for on page 2 of the staff report.
- Staff recommends approval.

PUBLIC HEARING OPENED: 2:10 p.m.

Coralee Hendrix:

- Had no questions or concerns.
- Agreed with staff's analysis of the Project.

1 **PUBLIC HEARING CLOSED: 2:11 p.m.**
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3 **City Engineer Eriksen** conditionally approved Boundary Line Adjustment 11-20-BLA-CE with Findings 1-6
4 and Conditions of Approval 1-5.
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6 **Findings for the Boundary Line Adjustment**

7 Boundary Line Adjustment

8 **318 Jones Street, APN 001-293-14**

9 **320 Jones Street, APN 001-293-15**

10 **File No: 11-20-BLA-CE**
11

12 The following findings are supported by and based on information contained in this staff report, the application
13 materials and documentation, and the public record.
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- 15 1. The proposed boundary line adjustment as conditioned conforms to the City of Ukiah General Plan as
16 described in the staff report.
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- 18 2. The proposed boundary line adjustment as conditioned conforms to the requirements of the City
19 of Ukiah Zoning Ordinance as described in the staff report.
20
- 21 3. The proposed boundary line adjustment is exempt from the provisions of the California
22 Environmental Quality Act (CEQA) pursuant to Section 15305; class 5 which exempts minor
23 alterations in land use limitations in area with an average slope of less than 20%, which does not
24 result in any change land use or density of the parcel. This exemption includes minor lot line
25 adjustments not resulting in the creation of any new parcels, based on the following:
26
 - 27 A. The existing parcels have an average slope of less than 20%, the slope will not change as
28 a result of the reconfigured parcels.
 - 29 B. No new parcels will be created.
30
- 31 4. The approval of this boundary line adjustment would not be detrimental to the owners or occupants of
32 surrounding properties or other nearby properties since the resulting parcels comply with the Zoning
33 Ordinance and General Plan.
34
- 35 5. The proposed boundary line adjustment is exempt from the requirements of the California Subdivision
36 Map Act, in accordance with Section 66412 (d) based on the following:
37
 - 38 A. the boundary line adjustment will reconfigure two (2) existing parcels;
 - 39 B. no new parcels will be created; and
 - 40 C. the resulting parcels are consistent with the City of Ukiah General Plan and Zoning
41 Ordinance.
42

43 Conditions of Approval

44 Boundary Line Adjustment

45 **318 Jones Street, APN 001-293-14**

46 **320 Jones Street, APN 001-293-15**

47 **File No: 11-20-BLA-CE**
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49 The following Conditions of Approval shall be made a permanent part of Application No: 11-20-BLA-CE and shall
50 remain in full force and effect regardless of property ownership, and shall be implemented in order for this
51 entitlement to remain valid:
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53 From the Planning Department:

- 1 1. Approval is granted for the proposed boundary line adjustment as shown on the boundary line exhibit
2 map submitted to the Planning Department and date stamped December 5, 2011 and subject to the
3 following conditions of approval.
4

5 From the Public Works Department
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- 7 2. All fees related to the Boundary Line Adjustment application, must be paid prior to the final approval and
8 the recordation of the Boundary Line Adjustment.
9
10 3. The Boundary Line Adjustment shall be reflected in deeds meeting the approval of the City Engineer and
11 shall be recorded with the Mendocino County Recorder. The recorded deed shall include a legal
12 description and plat map, and shall be prepared by a Licensed Land Surveyor or a Registered Civil
13 Engineer.
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15 4. If required, any existing easement, utility or other infrastructure affected by the Boundary Line
16 Adjustment shall be adjusted or relocated, as determined by the City Engineer.
17
18 5. The project must comply with the requirements of the City of Ukiah Public Works Department Boundary
19 Line Adjustment Procedures.
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21 **ADVISORY NOTE: Once the Ukiah City Engineer provides preliminary approval of the proposed lot line**
22 **adjustment, the lot line application shall be completed in accordance with the City's Boundary Line**
23 **Adjustment Procedure. Please contact Engineering Department Staff if you have questions concerning**
24 **this procedure. The applicant shall also be responsible for any further processing required by the**
25 **California Department of Real Estate.**
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27 **7. ADJOURNMENT**

28 There being no further business, the meeting adjourned at 2:12 p.m.
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32 Tim Eriksen, City Engineer

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34 Cathy Elawadly, Recording Secretary