



**DATE:** December 11, 2024  
**TO:** Planning Commission  
**FROM:** Jesse Davis, Chief Planning Manager  
**SUBJECT:** Consideration of a Minor Use Permit for voluntary modifications to an existing structure per Ukiah City Code Section 9231.14(C)(3) to facilitate its reuse for 'Financial Services', as well as a Major Site Development Permit to utilize the existing drive-through facility in accordance with the Downtown Zoning Code (DZC) at 414 Ea Perkins Street, Ukiah, CA; APN 002-200-35; File No. 24-000015.

**SUMMARY**

**OWNER:** Kevin Nguyen, TTTE  
**APPLICANT & AGENT:** Redwood Credit Union (Tony Hildesheim); Axia Architects (Doug Hilberman)  
**LOCATION:** 414 Ea Perkins Street, Ukiah, CA; APN 002-200-35  
**TOTAL ACREAGE:** ±0.69 acres  
**GENERAL PLAN:** Downtown Core (DC)  
**ZONING DISTRICT:** Downtown Zoning Code (Urban Center)  
**ENVIRONMENTAL DETERMINATION:** Categorical Exemption, pursuant to CEQA Guidelines Article 19, Section 15301(a), Existing Facilities  
**RECOMMENDATION:** Conditional Approval, based on the Findings in Attachment 1 and Conditions of Approval in Attachment 2.

**PROJECT LOCATION & EXISTING CONDITIONS**

The ±0.69-acre project site (APN 002-200-36) is located north of East Perkins Street, approximately 1,000 feet west of U.S. Highway 101. It is adjacent to the Pear Tree Center, an existing commercial shopping area, as well as a vacant parcel to the west, which has remained unimproved since 2009, when a fire destroyed the associated restaurant. The subject parcel features a vacant single-story, ±4,400 square foot structure, as well as an open parking lot containing ±27 off-street parking spaces, based on the current striping layout. Previously, this subject structure was used for 'Financial Services' and features a multi-lane drive-through ATM and banking facility. The building was intentionally designed at a 30-degree angle to Perkins Street, with the drive-up banking facility screened from the public right of way. The building is ±28 feet in height with a trombe wall for internal air circulation and glass windows oriented for passive solar heating.

Access to the parcel is primarily provided via an existing encroachment from East Perkins Street, but the property also includes a 24' wide driveway to the Pear Tree Center along its northern property line.

## BACKGROUND

In June 1981, Site Development Application No. 81-25 (81-87) was approved and conditioned by the Ukiah Planning Commission. After approximately a year of deliberation and modifications, the approved design featured a wooden building with a tile roof, intended to complement the adjacent Pear Tree Center while maintaining a distinct commercial identity. The existing nonconforming commercial structure was completed in 1982 under building permit #669 (Attachment 3).

From 1982 to 2016, the structure and parcel served as a branch of a local financial services company (Savings Bank of Mendocino County – Pear Tree Center). Since branch closure in 2016, the property has remained vacant. While originally well-maintained, the structure and property have increasingly fallen into a state of disrepair. In 2022, windows of the facility and glass doors were boarded to prevent vandalism, and in 2023 temporary fencing was installed around alcoves and entrances to prevent trespass and loitering. Since 2019, the landscaping associated with the property has become increasingly overgrown, and maintenance or care provided has been sporadic, resulting in an unkempt appearance that detracts from the visual appeal of the site and its surrounding area/commercial corridor.

Under Ukiah City Code Article 18 (Downtown Zoning Code), the structure is considered legal nonconforming, as it does not comply with the current site development regulations for the Urban Center (UC) zoning district in which it is located or with applicable general regulations, such as those regarding accessibility, building or energy efficiency; however, it did comply with the provisions in effect at the time of its construction.

## PROJECT DESCRIPTION

On October 6, 2024, the applicant, Redwood Credit Union, submitted an application (Attachment 4) to renovate and reuse the existing structure at 414 East Perkins Street. The applicant requests a Minor Use Permit for voluntary modifications and improvements per Ukiah City Code Section 9231.14(C)(3) and a Major Site Development Permit to utilize the existing drive-through facility, in accordance with Tables 3, 9, and 27 of the Downtown Zoning Code (DZC).

The proposed improvements, as detailed in the application materials, include interior and exterior renovations, installation of a backup generator, construction of a detached trash enclosure, minor modifications to the façade and building footprint to accommodate walk-up ATMs, roof replacement, pedestrian improvements, enhanced connectivity to an adjacent commercial shopping center, expanded landscaping, and the addition of bicycle parking at the building's entrance.

Please refer to the project description and design details submitted by the applicant in Attachment 4 for more information. Attachment 4 also includes the site plan, architectural plans and elevations, landscaping plan, photometric plan, street view images (2007-2024) and site improvement plans.

Specific project considerations for the renovation and reuse of the subject property include:

- Construction of a new off-street encroachment along the eastern property line to connect the subject property to the existing Pear Tree Center, improving site circulation;
- Construction of a new peripheral curb and sidewalk along the eastern property line with striping and crosswalk to the Pear Tree Center;
- Interior and exterior improvements to the existing structure, including enhanced mechanical systems, energy efficiency upgrades, revised window placement, and interior alterations;

- Construction of a detached trash enclosure and installation of an emergency backup generator;
- Replacement of the existing roof with a vertical seam metal roof in *Classic Green*;
- Installation of new irrigation and landscaping, including parking lot trees;
- Delineation and construction of pedestrian walkways;
- Redwood Credit Union signage on public-facing façades;
- Installation of down-shielded parking lot and building lighting;
- Hours of operation: generally 9:00 a.m. to 5:00 p.m., Monday through Friday, and 9:00 a.m. to 2:00 p.m. on Saturdays.

### **SURROUNDING USES AND ZONING**

The property is surrounded by primarily commercial uses that are reviewed in Table 1:

**TABLE 1: SURROUNDING USES AND ZONING**

	<b>ZONING:</b>	<b>USE:</b>
NORTH	Community Commercial (C-1)	Pear Tree Shopping Center
EAST	Urban Center (UC)	Vacant
SOUTH	Urban Center (UC)	Office
WEST	Urban Center (UC)	Commercial/Residential

### **DOWNTOWN ZONING CODE**

The Project site has a 2040 General Plan land use designation of Downtown Core (DC) and is zoned Urban Center (UC) within the Downtown Zoning Code (DZC). The DZC was adopted in 2012 and prescribes several development and architectural standards. As described in Ukiah City Code, the UC Zone allows for higher density residential and mixed-use buildings that may accommodate retail, office, services, local and regional civic uses, and residential uses.

Per Ukiah City Code Section 9231.12, it is the intent of DZC to discourage the long-term continuance of nonconformities, providing for their eventual elimination, while allowing them to exist under the limited conditions. As conveyed by the DZC, the continuance of a nonconforming use or structure is generally considered detrimental to the orderly development of the area within the boundaries of this code and the general welfare of its residents and is particularly detrimental to the welfare of persons and property in the vicinity of the nonconformity.

That being said, the level and impact of the nonconformity is not particularly conveyed within the DZC, effectively treating all nonconforming situations in the manner described above, detrimental to the welfare of persons and property.

At the same time, and perhaps more critically, per UCC Section 9220.1(E), it is also the intent of the DZC to promote and encourage sustainability through the reuse and improvement of existing buildings. If not considered historic, nearly all existing structures within the DZC feature some level of nonconformity, due to setback, structure height, frontage type, or lot coverage.

Within the DZC, nonconforming structures are regulated per Ukiah City Code Section 9231.14. Since the subject structure was not involuntarily damaged or destroyed by accident (e.g., fire,

explosion, etc.) or natural disaster (e.g., earthquake, etc.), it is primarily, but not completely, subject to UCC Section 9231.14(C), which regulates the voluntary modifications, as well as major and minor repair of nonconforming structures. As conveyed in Attachment 4, there are some nonvoluntary repairs required due to vandalism, age or safety of the existing structure.

Since a nonconforming structure may undergo ordinary repair and maintenance only in a specified manner, UCC Section 9231.14(C), specifies how the reconstruction or structural alteration of a nonconforming structure may be allowed with approval of a minor use permit; provided, that the review authority first determines that the modification is necessary to secure added safety or to reduce the fire hazard and/or to secure aesthetic advantages through the alignment, architecture, or closer conformity to surrounding allowed structures in the immediate neighborhood.

Staff review has determined that minor repair and other voluntary modifications provide the most appropriate framework for the Planning Commission's evaluation of the repairs and modifications requested. While required by Ukiah City Code, relying on appraised value as a basis to restrict repairs or modifications presents difficulties when addressing worsening non-historic structures. To ensure compliance with this aspect of the DZC, Staff conditions the project to provide a recent appraisal of the commercial property for compliance with UCC Section 9231.14(C) ensuring that proposed work does not exceed fifty percent (50%) of the current market value of the structure during any calendar year.

As conveyed by UCC Section 9231.16, alterations, reconstruction, or repairs otherwise required by law (e.g., City adopted building, electrical, plumbing codes) shall be allowed. Reconstruction required to reinforce unreinforced masonry structures or to comply with building code requirements shall be allowed without cost limitations; provided, the retrofitting and code compliance are limited exclusively to compliance with safety standards other applicable building code requirements.

Processing a structure as an "existing building" under an updated zoning code does not inherently remove its nonconforming status unless the zoning code explicitly provides for such an outcome, which the DZC does not. Nor does the DZC include a mechanism (like reclassification or amortization) to eliminate nonconformity of such structures. The DZC does, however, provide allowances for 'Existing Buildings' as conveyed by Table 6, and encourages reuse and improvement as conveyed through UCC §9220.1(I).

## **ASSOCIATED DEFINITIONS**

- Drive-Through: *A facility where food and other products may be purchased or services may be obtained by motorists without leaving their vehicle. Examples of these include fast food restaurants, drive-through coffee, pharmacies, drive-through teller windows and automatic teller machines (ATMs). Does not include fueling stations/gas stations or other vehicle services which are separately defined (§9232.3 DEFINITIONS).*
- Financial Services: *Establishments primarily providing financial and banking services. Typical uses include banks, savings and loan institutions, credit and lending services, and similar services (§9278 DEFINITIONS).*
- Structure, Legal Nonconforming: *A building or structure including off street parking or loading space, that does not comply with current applicable site development regulations for the district in which it is located, or with applicable general regulations, but which complied with applicable provisions at the time of construction( §9278 DEFINITIONS).*

- Substantial Modification: *Any alteration, abandonment, damage, destruction, or loss of or to a building that would result in the loss of status as a nonconforming use or nonconforming buildings under subsection 9209D or E of this code or would require a discretionary permit (§9232.3 DEFINITIONS).*

## ARCHITECTURAL STANDARDS

For the purposes of review by the DRB, Table 2 below provides a list of applicable DZC design standards (generally identified in DZC Tables 6,7,11 & 12), as well as a summary of landscaping and parking standards, and a consistency analysis for the proposed project. Also addressed are considerations utilize the existing drive-through facility in accordance with DZC Tables 3, 9, and 27.

**Table 2, Project Consistency with DZC Design Standards**

STANDARDS	Urban Center (UC)	MODIFICATION TO STANDARD	PROJECT CONSISTENCY
<b>EXISTING BUILDING</b>			
Frontage type	Exterior modifications and additions to existing buildings with nonconforming facade orientation shall utilize an allowed frontage type as required by Table 6	Major Exception (Table 6)	<b>Major Exception Required</b>
Setbacks	Additions not exceeding 1,000 square feet of gross floor area or 50% of the gross floor area of the existing building, whichever is less, may continue the setbacks of the existing building.	Major Exception (Table 6)	Consistent
Height	Additions not exceeding 1,000 square feet of gross floor area or 50% of the gross floor area of the existing building, whichever is less, may continue the existing building height.	Major Exception (Table 6)	Consistent
<b>PARKING, DRIVE-THROUGH ACCESS</b>			
Existing Facilities Parking	Existing open parking facilities as of the date of the adoption of this code shall be considered legal nonconforming; provided, that they were legal at the time of their creation.	None (Table 18)	Consistent
Existing Open Parking – No Expansion	Existing parking facilities that are nonconforming in terms of location (layer) are not required to be relocated to comply with the parking layer requirement.	None (Table 17)	Consistent

<b>STANDARDS</b>	<b>Urban Center (UC)</b>	<b>MODIFICATION TO STANDARD</b>	<b>PROJECT CONSISTENCY</b>
Existing Facilities Parking - Modification	Modifications to existing parking facilities shall comply with the requirements of Tables 16, 17 and 18.	Minor Exception (Table 18)	Minor Exception Required
Drive-through or drive-up – bank, pharmacy	Use Allowed Accessory to a Principal Use (Drive-through Lane/facility is subject to Planning Commission approval of a site development permit.)	None (Table 3)	Consistent
Drive-Through Facility Design	To reduce noise and visual impacts as viewed from frontages. On a project-by-project basis, screening and landscaping may be required in order to comply with this requirement.	Major Exception (Table 9)	Consistent
Drive-Through Facility Location	Prohibited on frontage(s). In areas with residential uses, locate to reduce exposure of residential uses to noise, exhaust, and visual impacts. On a project-by-project basis, delivery hours may be restricted in order to comply with this requirement.	Major Exception (Table 9)	Consistent
Drive-Through Screening	Screen from view from all frontage(s).	Major Exception (Table 9)	Consistent
<b>OUTDOOR LIGHTING</b>			
Design	Compatible with building architecture.	Minor Exception (Table 9)	Consistent
Direction of Fixtures	Directed downward and away from adjoining properties and public right-of-way.	Minor Exception (Table 9)	Consistent
Energy Efficiency	Energy efficient fixtures/lamps, such as high-pressure sodium, hard-wired compact fluorescent, LED, or other lighting technology that is of equal or greater energy efficiency.	Minor Exception (Table 9)	Consistent
<b>BUILDING MATERIALS &amp; ARCHITECTURE</b>			
Facade(s) – Primary Exterior Finish	Brick, wood siding, fiber cement siding, stucco, stone.	Minor Exception (Table 12)	Consistent
Facade – Location of Materials	Combined horizontally with heavier material below the lighter material.	Minor Exception (Table 12)	Minor Exception Requested

STANDARDS	Urban Center (UC)	MODIFICATION TO STANDARD	PROJECT CONSISTENCY
<b>DEVELOPMENT STANDARDS</b>			
Trash / Recycling Receptacles:	Location – All Building Types: Prohibited on frontage(s).	Major Exception (Table 9)	<b>Consistent (Staff Determination)</b>

**REQUESTED EXCEPTIONS**

Section 9231.5 of the DZC, allows specific requirements to be modified with approval of an exception. Table 29, Exception Procedures, establishes two levels of exceptions, major and minor, and the procedures for the review and processing of exceptions. Upon review of Staff the following major and minor exceptions to the DZC development and design standards are required or requested. As noted in DZC Table 29, the below exceptions may be granted with approval by the Planning Commission.

**1) Existing Building – Frontage Type (Major Exception Required)**

- *Requirement: Exterior modifications and additions to existing buildings with nonconforming facade orientation shall utilize an allowed frontage type as required by Table 6.*
- Major Exception – Required: Given the current layout, orientation, and architectural character of this existing building, adhering strictly to an allowed frontage type per Table 6 would require substantial structural changes, essentially amounting to a complete rebuild given its unique shape and orientation to the frontage. Such a modification would not only be impractical but would also conflict with the City of Ukiah’s goals for sustainability and environmental responsibility, which prioritize the adaptive reuse of existing buildings.

The building’s current orientation, which does not meet the prescribed frontage types, is a legacy condition. Modifying this facade to meet current DZC standards would compromise the project’s sustainability objectives by necessitating major demolition and reconstruction activities, while only minimal upgrades are presently requested to reoccupy structure. Additionally, the building’s unique angled rooflines and architectural features, including its Trombe wall, add character to the commercial area and would be challenging to replicate under a strict frontage requirement.

Furthermore, the DZC emphasizes flexibility in reusing existing structures as a means to foster a vibrant and sustainable commercial corridor. As this project aligns closely with the DZC’s broader objectives—supporting local businesses, enhancing pedestrian connectivity, and minimizing environmental impacts—a Major Exception for the facade orientation is both reasonable and consistent with the DZC’s intent. This exception allows Redwood Credit Union to preserve the architectural integrity of the existing building while updating its functionality and aesthetic.

The requested exception aligns with the DZC's purpose and is therefore appropriate for consideration by the Planning Commission. By allowing this exception, the City can ensure that the structure retains its architectural distinctiveness.

**2) Existing Facilities (Parking) – Modifications**

- *Requirement: Modifications to existing parking facilities shall comply with the requirements of Tables 16, 17 and 18.*
- **Minor Exception – Requested:** In accordance with Table 18 of the DZC, existing open parking facilities that were legal at the time of their creation are recognized as legal nonconforming uses. While Redwood Credit Union does not intend to expand the parking area at 414 East Perkins Street, they do propose minor modifications aimed at improving accessibility, circulation, and connectivity—particularly by creating a new access connection and walkway to the adjacent Pear Tree Center.

These proposed improvements align with the City's objectives for increased modal connectivity. Given the requirements of Tables 16, 17, and 18, however, even relatively minor modifications to existing parking areas that require consistency with current DZC standards for layout, accessibility, and design can be costly and counterproductive to adaptive reuse that would otherwise be permitted if the parking lot remained unchanged.

The applicant's modifications are intended to:

- i. Enhance ADA accessibility by refining access points and walkways and installing improvements (e.g. tactile warning surfaces, signage and accessible routes); and
- ii. Improve overall circulation to better delineate pedestrian and vehicular areas, which would improve public safety and connectivity; and
- iii. Create a new connection to the Pear Tree Center, promoting ease of access and further distribute vehicular traffic, while creating a new pedestrian path; and
- iv. Reduce the number of parking spaces to accommodate landscaping, trash enclosures, and backup generator.

To accommodate these updates, a Minor Exception is required so that the modifications conveyed above can be made without being subject to the comprehensive DZC standards outlined in Tables 16, 17, and 18. The proposed circulation pattern allows for queuing to occur on-site, while reducing pressure on the existing on-site encroachment onto Perkins Street. While the facility remains autocentric, Staff considers the requested modification an incremental improvement to a facility that previously served a similar purpose.

The proposed updates will leave most of the existing parking unchanged, while making the site area more functional and accessible, benefiting both the property itself and the adjacent commercial property with only minimal alterations.

Given the nonconforming but legally established status nature of the existing parking facility, these improvements provide a balanced approach to the regulatory environment created by the DZC, thereby supporting improvements without extensive redevelopment.

### **3) Facade – Location of Materials – Minor Exception Requested**

- *Requirement:* Combined horizontally with heavier material below the lighter material.
- **Minor Exception – Requested:** The architectural design at 414 East Perkins Street is characterized by angular forms and unique, modernist lines that create a visually distinctive, dynamic facade. The Redwood Credit Union's proposal to forgo the



horizontal base banding requirement aligns with the intention to preserve this existing aesthetic while avoiding visual clutter that could detract from the building's character. The project architect has highlighted that adding horizontal base banding, as required by the DZC, would compete with the structure's angular design, leading to a visually overwhelming appearance. The base banding requirement typically serves to add stability and grounding to a building's appearance, especially when transitioning between lighter and heavier materials. In this case, however, the building's design already achieves a grounded aesthetic through its massing, scale, and material choice, which collectively fulfill the intent of the DZC's requirement.

Therefore, an exception to this requirement would not compromise the appearance or stability of the facade. Additionally, the building's design features a complexity in form and massing that would be diluted by the addition of horizontal bands. Adding such a design element would impose a competing visual language that conflicts with the existing architectural style. By allowing the proposed exception, the Planning Commission can help preserve the building's architectural integrity and avoid compromising its unique character.

#### 4) Trash / Recycling Receptacle – Consistent (Staff Determination)

- *Requirement:* Location – All Building Types: Prohibited on frontage(s).
- *Consistent:* In this proposal, the location of the trash and generator enclosures—set back from Perkins Street and positioned near the commercial entry and shipping/receiving lane of the adjacent Pear Tree Center—aligns with the DZC requirements for such enclosures regarding frontages, even though they are relatively exposed.

While the DZC typically discourages placing trash and generator enclosures on prominent frontages, the selected location in this proposal ensures they are both visually screened and strategically positioned to minimize impacts on pedestrian areas and streetscape visibility, especially along East Perkins Street. The project's design includes appropriate screening for the trash and generator areas, ensuring that they remain visually unobtrusive. Screening mitigates any potential impact on the commercial entry of Pear Tree Center, blending the enclosures with surrounding structures and landscaping.

#### AGENCY CONSIDERATIONS & REFERRAL

On November 7, 2024, project referrals were sent to the following responsible or trustee agencies with jurisdiction over the Project (See Table 3). Only limited comments were received. All responding departments and agencies are included in Attachment 5 and comments reflected within the Conditions of Approval, as appropriate.

Table 3: Agency Comments	
Agency	Comment
City of Ukiah, Community Development Director	No Response
City of Ukiah, Building Inspection Division	Response Received – Conditions Requested

City of Ukiah, Fire Prevention Division	Response Received – Conditions Requested
City of Ukiah, Electrical Utility, Department	Response Received
City of Ukiah, Public Works Department	No Response
Mendocino County Air Quality Management Dist.	No Response
City of Ukiah Police Department (UPD)	No Comment
City of Ukiah, Code Enforcement Division	No Response
Ukiah Valley Fire Authority	No Response
City of Ukiah, City Manager’s Office	No Response
Design Review Board	Hearing – November 21, 2024
City Manager’s Office	No Response

**STAFF ANALYSIS**

**AIRPORT LAND USE CONSISTENCY:** The proposed reuse of the structure aligns with the Ukiah Municipal Airport Land Use Compatibility Plan (UKIALUCP), as the subject parcel is located within Compatibility Zone 6 (Traffic Pattern). Compatibility Zone 6 is designated for areas with the lowest levels of airport-related impacts, primarily concerning overflight annoyance and potential hazards related to aircraft operations. Zone 6 permits most types of urban development and commercial uses, provided they are not highly noise-sensitive or involve large gatherings of people in outdoor spaces. The reuse of the bank structure would be considered ‘Normally Compatible’ with the only criteria being that the intensity limits are compatible. Zone 6 features a Max. Single-Acre Intensity of 1,200 people per acre.

**DESIGN REVIEW BOARD:** At its special meeting on November 21, 2024, the City of Ukiah Design Review Board (DRB) reviewed the proposal for the renovation and reutilization of the existing structure at 414 East Perkins Street. The project, presented by representatives from Axia Architects and Redwood Credit Union, presented the associated plan, and engaged members of the DRB on a variety of topics including access, solar energy, and materials selection. Public input was provided, including correspondence and verbal comments, which were considered by the DRB during the review. A draft copy of the meeting minutes is available for review as Attachment 6.

Following a staff presentation and discussion, the DRB unanimously voted to recommend the project to the Planning Commission with the following key considerations:

1. **Rooftop Photovoltaic System:** The applicant should further study and provide detailed plans for the installation of a rooftop solar energy system, addressing structural and location feasibility.
2. **Pedestrian Access Enhancements:** Additional pedestrian access improvements should be evaluated, considering feedback from public correspondence and discussions with an aim to enhance connectivity with adjacent properties, improve walkability, and align with existing public crosswalks.

3. **Architectural Cohesion:** The design should incorporate softer material transitions and refined corner treatments to create a more visually appealing and cohesive building façade.

The DRB's unanimous decision to recommend the project indicates their overall support for the proposal, subject to these refinements and further evaluation of the considerations provided by RCU and the Planning Commission.

**GENERAL PLAN (2040):** The Project site carries a General Plan designation of Downtown Core (DC). The proposal aligns with the City's 2040 General Plan by revitalizing a longstanding vacant building (LU-11.9) and promoting sustainable development through the renovation of an existing structure (ENV-3.7). This approach also meets the intent of the Downtown Zoning Code (DZC), which encourages a sustainable community through the reuse and improvement of existing buildings (UCC §9220.1(I)). Additionally, by incrementally improving the parking lot and enhancing pedestrian connectivity with neighboring commercial areas, the project supports policies within the City's Mobility Element (MOB-2.3).

The project aligns with the following goals and policies contained within the Environment & Sustainability, Mobility, and Land Use elements of the 2040 General Plan, as described below:

### **Land Use Element**

- LU-3: To improve and enhance the appearance and vibrancy of Downtown Ukiah to create a high-quality place for residents, businesses, and visitors.
- LU-8.4 *Reuse of Underutilized Property.* The City shall encourage property owners to revitalize or redevelop abandoned, obsolete, or underutilized properties to accommodate growth.
- Policy LU-11.9 *Historic Preservation & Restoration:* The City shall encourage restorative maintenance to deteriorated buildings, particularly in Downtown, and restrict the demolition of historically and/or architecturally significant buildings to accommodate new development.

By revitalizing a prominent location along a prominent corridor to Downtown Ukiah, the project enhances the City's appearance and vibrancy. Improvements like the updated façade, landscaping, and pedestrian access contribute to a higher-quality commercial space attractive to residents, businesses, and visitors. Though not explicitly designated as historically significant, the project's restorative approach—focused on upgrades rather than demolition—supports adaptive reuse and preservation of the structure's architectural integrity.

### **Mobility Element**

- Policy MOB-2.3: *Pedestrian Facilities.* The City shall encourage new development and redevelopment that increases connectivity through direct and safe pedestrian connections to public amenities, neighborhoods, shopping and employment destinations throughout the City.

Enhanced pedestrian connectivity, including new walkways, curbs, and a crosswalk connecting to the Pear Tree Center, aligns with this policy's focus on improving safe, direct access to nearby amenities and destinations. Presently, no such access consideration for pedestrians exists. The proposed mobility improvements, including new pedestrian walkways, a crosswalk, and enhanced connectivity to the Pear Tree Center, are proportional to the scale and scope of the requested renovation and reuse of the property at 414 East Perkins Street. These upgrades align with the project's objective to modernize the site while incrementally improving accessibility and circulation. Staff find these mobility enhancements to be appropriate, as they contribute to the

overall functionality of the site without exceeding the scope of the requested modifications.

### **Eniornment & Sustainability Element**

- ENV-3.7 *Adaptive Reuse*. The City shall encourage appropriate adaptive reuse of historic resources.

Modernization and reuse of the building minimizes resource consumption compared to new construction, supporting sustainability and the City's emphasis on environmentally conscious redevelopment. Additionally, the Downtown Zoning Code aims to promote revitalization, enhance economic vitality, and encourage sustainable development in the downtown area. Adaptive reuse supports these goals by preserving and updating underutilized buildings, reducing environmental impacts associated with demolition and new construction, and fostering economic growth through reinvestment.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed project at 414 East Perkins Street is subject to the California Environmental Quality Act (CEQA) and qualifies for a categorical exemption under CEQA Guidelines, Article 19, Class 1, Section 15301 (Existing Facilities) (a), which covers minor interior or exterior alterations.

The project involves relatively limited renovations to an existing 4,400-square-foot commercial structure, avoiding any significant changes to the building's footprint or surrounding site. The planned modifications by Redwood Credit Union (RCU) will not damage or disturb any significant natural features on the property.

Additionally, the project is consistent with existing zoning and planning regulations, including the 2040 General Plan, Downtown Zoning Code requirements, and other relevant local policies, aligning with the City's established land-use expectations for the site. Upon review, it has been determined that the project will not impact sensitive environmental resources, such as habitats for endangered species, geologically sensitive areas, or sites of historical or archaeological importance.

### **NOTICE**

Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9264:

- Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9231.3, 9263 and 9264:
- Published in the Ukiah Daily Journal on December 1, 2024
- Posted on the Project site on December 1, 2024;
- Posted at the Civic Center (glass case) on December 1, 2024; and
- Mailed to property owners within 300 feet of the Project parcels on December 1, 2024
- Emailed to all agencies having jurisdiction: December 1, 2024.

### **RECOMMENDATION**

Staff recommends that the City of Ukiah Planning Commission:

- 1) Conduct a public hearing; and

2) Approve the Minor Use Permit to allow voluntary modifications to an existing structure at 414 East Perkins Street, Ukiah, CA; APN 002-200-35 per Ukiah City Code Section 9231.14(C)(3) to facilitate its reuse for 'Financial Services'; and

3) Approve the Major Site Development Permit to utilize the existing drive-through facility in accordance with the Downtown Zoning Code (DZC) Table 9.

### **ATTACHMENTS**

1. Draft Findings
2. Draft Conditions of Approval
3. Original Entitlement Documents (1980-1982)
4. Application Materials – File No. 24-000015; Project Description; Site Plan; Landscape and Photometric Plan; Color and Materials Board; Architectural Details & Elevations; Maps; Interior Photographs
5. Agency Referral Responses
6. Design Review Board Draft Minutes – November 21, 2024