

**CITY OF UKIAH  
DESIGN REVIEW BOARD MEETING MINUTES  
Regular Meeting  
CIVIC CENTER CONFERENCE ROOM #3  
300 Seminary Avenue, Ukiah, CA 95482**

Virtual Meeting Link: <https://us06web.zoom.us/j/87803999530>

**March 27, 2025  
5:00 p.m.**

**1. CALL TO ORDER**

The Design Review Board met at a Regular Meeting on March 27, 2025, having been legally noticed on March 24, 2025. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/87803999530>. Chair Liden called the meeting to order at 3:06 p.m.

**2. ROLL CALL**

Roll was taken with the following **Board Members Present:** Lorena Akin (*arriving at 3:29 p.m.*), William Hawkes, Ronald J. Meaux, and Tom Liden. **Absent by Prearrangement:** Kali Gordon. **Staff Present:** Jesse Davis, Chief Planning Manager and Kristine Lawler, City Clerk.

*CHAIR LIDEN PRESIDING.*

**3. CORRESPONDENCE**

*Jessie Davis stated that all correspondence had been distributed and posted online.*

**4. APPROVAL OF MINUTES**

**a. Approval of the February 27, 2025 - Regular Meeting Minutes.**

**Motion/Second:** Hawkes/Meaux to approve the Regular Meeting Minutes of February 27, 2025. Motion **carried** by the following roll call votes: AYES: Hawkes, Meaux, and Liden. NOES: None. ABSENT: Akin and Gordon. ABSTAIN: None.

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

*No public comment was received.*

**6. NEW BUSINESS**

**a. A Minor Site Development Permit at 105 Pomeroy Street (APN 002-247-02) to renovate and repurpose an existing commercial structure within its current footprint and utilization of its previously approved signage allowance for a continued restaurant use. The project includes the addition of a drive-through component, as permitted under Ukiah City Code (UCC) §9081, and in compliance with the off-street parking requirements of UCC §9198(D).**

**Presenter:** Jesse Davis, Chief Planning Manager.

**UK 105 Investments, LLC. (Applicant) Representative Comment:** Greg Bardini,

*Public Hearing opened at 3:27 p.m.*

**Public Comment:** Pinky Kushner.

*Board Member Akin arrived at 3:29 p.m.*

**Architect Comment:** Brandon Petrunio, Brandon Petrunio & Associates, Inc..

*Public Hearing closed at 3:50 p.m.*

**Landscape Architect Comment:** Scott Meinert, Lingle Design Group, Inc.

**UK 105 Investments, LLC. (Applicant) Representative Comment:** Victor Chiang.

**Motion/Second:** Meaux/Hawkes to approve the following recommended conditions of approval and general recommendations to the Zoning Administrator for the site development permit at 105 Pomeroy Street (APN 002-247-02) [as summarized by Staff]:

- A Final Sign Plan shall be submitted to and approved by the Community Development Director prior to the issuance of any building permit for illuminated signage. All signage shall comply with the applicable design and development standards of the Ukiah City Code and remain consistent with previous entitlements or approvals related to signage on the site.
- In coordination with the City Engineer, the Applicant shall increase the landscaping area along the Pomeroy sidewalk frontage, as substitute for the otherwise required street trees.
- As part of the northerly encroachment expansion for the drive-through lane, the applicant shall maintain the existing encroachment width through a combination of striping, landscaping and curb modifications while facilitating ADA compliance.
- For parking lot trees, provide additional space for tree wells, resulting in an increased number of compact parking stalls
- A general recommendation for the Zoning Administrator to consider additional reductions to the number of the parking stalls.

Motion **carried** by the following roll call votes: AYES: Akin, Hawkes, Meaux, and Liden. NOES: None. ABSENT: Gordon. ABSTAIN: None.

**b. Discussion and Possible Nomination and Appointment of a Chair and Vice Chair of the Ukiah Design Review Board (DRB) for one (1) year.**

**Presenters:** Chair Liden and Jesse Davis, Chief Planning Manager.

*No public comment was received.*

**Motion/Second:** Liden/Meaux to nominate and appoint Lorena Akin for the new Chair and Kali Gordon for the new Vice Chair of the City of Ukiah Design Review Board for one (1) year. Motion **carried** by the following roll call votes: AYES: Akin, Hawkes, Meaux, and Liden. NOES: None. ABSENT: Gordon. ABSTAIN: None.

**7. MATTERS FROM THE COMMISSION**

**Presenter:** Jesse Davis Chief Planning Manager.

*No public comment was received.*

**8. MATTERS FROM STAFF**

**Presenter:** Jesse Davis Chief Planning Manager.

*No public comment was received.*

*OUTGOING CHAIR LIDEN HANDED THE PROVERBIAL GAVEL TO INCOMING CHAIR AKIN.*

*CHAIR AKIN PRESIDING*

**9. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:35 p.m.

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Kristine Lawler, City Clerk

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