

September 3, 2025

**Community Development Department
Planning Division
300 Seminary Avenue, Ukiah, CA, 95482
Email: planningdivision@cityofukiah.com
Phone: (707) 463 -6207**

Re: 1240 Airport Park Boulevard: MCHC Urgent Care & Administration Building – Project Description

To Whom it May Concern:

The two parcels at 1240 Airport Park Boulevard in Ukiah, APN: 180-080-74 and 180-080-75, was purchased by the Mendocino Community Health Clinic, Health Centers for the purpose of converting it to a new Urgent Care at ground level and building a second mezzanine level for the purposes of housing their administrative offices. The original building was built as a steel pre-fab building with partial height concrete tilt-up exteriors walls, a 20'-0" single-story building, and laid out and operated as a veterinary clinic.

Previous discussions with the City of Ukiah Planning Division have directed MCHC to perform a lot merger, to combine the two parcels. A Conditional Use Permit will also be required for the planning approval, due to the change of use from a veterinary clinic to a health care and office facility – Urgent Care and Administrative Offices.

Site evaluations and analysis of the existing conditions, by the architect and engineering team, have confirmed the as-built conditions of the building. We are proposing the addition of a second floor, within the 20'-0" floor-to-floor interior space, as well as a main public Urgent Care entry towards Airport Park Boulevard and a rear staff and administrative entrance and outdoor patio space towards the West and "back-side" of the parcel. The site has been designed to best fit the most parking, provide a patient loading zone, and still maintain the natural landscape, trees, and shrubs.

The first floor will provide a 7-exam room urgent care facility which will provide imaging services, support spaces for medical staff, and abide by the required OSHPD 3 code requirements. The second floor will contain a large conference room, multiple enclosed and open office workstations, as well as staff support spaces.

In an effort, to maintain the overall current height of the building, we are proposing to place the mechanical and exterior compatible electrical equipment in an exterior secure mechanical yard. To place mechanical units on the rooftop would require very tall screens (11'-0" + tall) to provide visual aesthetics and a great deal of additional structural supports.

Additionally, MCHC is considering ways to implement alternative energies, into the project, and will wish to build-in as much green and clean energy design as possible – solar panels, including parking solar



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MCHC Urgent Care & Administrative Building

August 29, 2025

shade structures would be requested for consideration, as well as potential battery storage. The options for this layout are currently being evaluated by a green energy consultant.

Thank you for your consideration,

A handwritten signature in blue ink that reads "Kile Campbell".

Kile Campbell

Associate

HY Architects