

46262

City of Ukiah

Planning & Community Development Department

300 Seminary Avenue

Ukiah, CA 95482

Email: planning@cityofukiah.comWeb: www.cityofukiah.com

RECEIVED

Planning Services

Phone: (707) 463 -6203

Fax: (707) 463-6204

SEP 13 2017

CITY OF UKIAH

BUILDING/ PLANNING DEPARTMENT

Planning Permit Application # 3069

PROJECT NAME: THE TACKROOM PLAZA																							
PROJECT ADDRESS/CROSS STREETS: 1294 N. STATE STREET N. STATE ST @ S. EMPIRE DR.																							
APPLICANT/AUTHORIZED AGENT: NASH AGENT		PHONE NO: 760-792-9875	FAX NO: -	E-MAIL ADDRESS: nash.munes@gmail.com																			
APPLICANT/AUTHORIZED AGENT ADDRESS: 24091 AZALEA STREET		CITY: WILLITS	STATE/ZIP: 95490																				
PROPERTY OWNER IF OTHER THAN APPLICANT/AGENT: ISSA WELIASTANNOUS		PHONE NO: 707-272-7059	FAX NO: -	E-MAIL ADDRESS: Lou+annous@gmail.com																			
PROPERTY OWNER ADDRESS IF OTHER THAN APPLICANT: 157 ESPANA WAY		CITY: WINDSOR	STATE/ZIP: CA, 95492																				
HAS YOUR PROJECT RECEIVED A PRELIMINARY REVIEW? ☐ YES ☐ NO																							
☐ AIRPORT LAND USE COMM. DETERMINATION 100.0800.611.003	\$	☐ REZONING 100.0800.611.001	\$	☐ USE PERMIT - AMENDMENT 100.0400.449.001	\$																		
☐ ANNEXATION 100.0800.611.001	\$	☐ REZONING - PLANNED DISTRICT 100.0800.611.001	\$	☐ USE PERMIT - MAJOR 100.0400.449.001	\$																		
☐ APPEAL 100.0400.449.001	\$	☐ SITE DEVELOPMENT PERMIT - AMENDMENT 100.0400.449.001	\$	☐ USE PERMIT - MINOR 100.0400.449.001	\$																		
☐ BOUNDARY LINE ADJUSTMENT 100.0800.610.001	\$	☐ SITE DEVELOPMENT PERMIT - MAJOR 100.0400.449.001	\$	☐ VARIANCE - MAJOR 100.0400.449.001	\$																		
☐ GENERAL PLAN AMENDMENT 100.0800.611.001	\$	☒ SITE DEVELOPMENT PERMIT - MINOR 100.0400.449.001	\$	☐ VARIANCE - MINOR 100.0400.449.001	\$																		
☐ MURAL PERMIT 100.0400.449.001	\$	☐ SPECIFIC/MASTER PLAN 100.0800.611.003	\$	☐ ZONING AMENDMENT - MAP 100.0800.611.001	\$																		
☐ PRELIMINARY REVIEW (PC) 100.0800.611.003	\$	☐ SUBDIVISION EXCEPTION 100.0800.610.001	\$	☐ ZONING AMENDMENT - TEXT 100.0800.611.001	\$																		
☐ PRELIMINARY REVIEW (PRC) 100.0800.611.003	\$	☐ TENTATIVE PARCEL MAP (4 OR FEWER LOTS) 100.0800.610.001	\$	☐ OTHER	\$																		
☐ PRELIMINARY REVIEW (STAFF) 100.0800.611.003	\$	☐ TENTATIVE SUBDIVISION MAP (5 OR MORE LOTS) 100.0800.610.001	\$	☐ OTHER	\$																		
<table border="1"> <tr> <td>COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO.</td> <td>\$</td> <td>MAJOR PERMIT DEPOSIT:</td> <td>\$</td> <td>FILING DATE:</td> <td></td> </tr> <tr> <td>COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO.</td> <td>\$</td> <td>MINOR PERMIT FEE:</td> <td>\$</td> <td>TOTAL AMOUNT PAID: \$</td> <td></td> </tr> <tr> <td>COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.</td> <td>\$</td> <td>TOTAL FEE:</td> <td>\$</td> <td>RECEIPT NUMBER:</td> <td></td> </tr> </table>						COUNTY CEQA FILING FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	MAJOR PERMIT DEPOSIT:	\$	FILING DATE:		COUNTY CEQA (NEG DEC) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	MINOR PERMIT FEE:	\$	TOTAL AMOUNT PAID: \$		COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	TOTAL FEE:	\$	RECEIPT NUMBER:	
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COUNTY CEQA (EIR) FEE: CHECK PAYABLE TO MENDOCINO CO.	\$	TOTAL FEE:	\$	RECEIPT NUMBER:																			
APPLICATION NUMBER(S):																							

Recommendation: Prior to submitting an application, discuss your project with Staff to discover what fees (sewer, water, in-lieu park fees, traffic impact fees, etc.) may be required for your project. Also, ask about street tree requirements, required sidewalk repairs, drainage issues, frontage improvements, etc.

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT – CITY OF UKIAH, CALIFORNIA

Project Description

The purpose of the project description is to assist Staff in understanding the project. Providing complete information will help expedite the project review process and in determining what additional information, if any, related to the project and required environmental review is required.

Environmental Review and Reports

Please be aware that projects are required to comply with the California Environmental Quality Act (CEQA). Projects will be reviewed by Staff for compliance with CEQA and Staff will determine the appropriate CEQA document to prepare for the project (exemption, negative declaration, etc.). In order to make this determination, specific reports (traffic, arborist, soils, etc.) and or additional information may be required.

Use Information

Please provide the following information related to the use of the site and building:

Description of Building & Site			
Parcel Size:	Building Size:	Number of Floors:	
Use of Building (check all that apply)	Description	Square Footage	Number of Units/Suites
☐ Office (business/professional)			
☐ Office (medical/dental)			
☒ Retail	RETAIL 2 UNITS	3261	2
☐ Light Industrial			
☒ Residential	2 UNITS	2312	2
☐ Other:			
Operating Characteristics			
Days and Hours of Operation:			
Number of Shifts: 1	Days and Hours of Shifts: 7 AM TO 5 PM ?		
Number of Employees/Shift: UNDETERMINED			
Loading Facilities: ☒ Yes ☐ No	Type/Vehicle Size: 30' TRUCKS		
Deliveries: ☐ Yes ☒ No ?	Type:	Number (day/week/month):	Time(s) of Day:
Outdoor areas associated with use? (check all that apply)	Sales area: ☐ Yes ☒ No	Unloading of deliveries: ☐ Yes ☐ No	Storage: ☒ Yes ☐ No
☐ Yes ☒ No	Square Footage:	Square Footage:	Square Footage: 480
Noise Generating Use? ☐ Yes ☐ No	Description:		

To Be Completed by Staff

General Plan Designation:	Zoning District:	Airport Land Use Designation:
City's Architectural & Historic Inventory: ☐ YES ☒ NO	Age of Building: N/A	Demolition Policy: N/A
Hillside: ☐ YES ☒ NO	Flood Designation FIRM Map: NO	Flood Designation Floodway Map: NO
Tree Policies		
General Plan Open Space Conservation ☐ NO ☐ YES GOAL/POLICY #:	Community Forest Management Plan ☐ NO ☐ YES GOAL/POLICY #:	
Landscaping and Streetscape Design Guidelines ☐ NO ☐ YES GUIDELINE #:	Commercial Development Design Guidelines ☐ NO ☐ YES GUIDELINE #:	
Tree Protection and Enhancement Policy ☐ NO ☐ YES NOTES:	Tree Planting and Maintenance Policy ☐ NO ☐ YES NOTES:	
UCC: Street Tree Policy, Purpose and Intent ☐ NO ☐ YES NOTES:	Other:	
Notes		

Kevin Thompson
FW: Project Description Tack Room
November 17, 2017 at 6:58 AM

Hi – they did send this project description that was cut and pasted from the plans I suspect.

From: Nash Munes [<mailto:nash.munes@gmail.com>]
Sent: Monday, November 06, 2017 7:58 PM
To: Kevin Thompson
Subject: Project Description

Project Description:

APN 001-370-36-00 AND APN 001-370-37-00
ZONING: C-2 COMMERCIAL
JOB ADDRESS: 1294 NORTH STATE STREET, UKIAH CA 95482

LEGAL OWNERS:
ISSA & ELIAS TANNOUS
2350 NORTH STATE STREET
UKIAH CA 95482
NO. OF STORIES TWO STORY

CONSTRUCTION TYPE V-N FULLY SPRINKLERED
OCCUPANCY B

PROPOSED USE
FIRST FLOOR MULTI-TENANT COMMERCIAL
SECOND FLOOR RESIDENTIAL
PROPOSED NEW COMMERCIAL BUILDING: 3261 SF
PROPOSED TWO RESIDENTIAL UNITS:
UNIT A: 1172 SF
UNIT B: 1140 SF

PARKING REQUIRED
1 PARKING SPACE PER 250 SQ.FT
OF MULTI-TENANT SPACE

COMMERCIAL UNITS = 30 SPACES
RESEDENTIAL UNITS = 4 SPACES
TOTAL PARKING REQUIRED = 34 SPACES
PARKING PROVIDED
9'X20' PARKING SPACES = 42 SPACES
9'x20' ADA PARKING = 2 SPACE
TOTAL PROVIDED = 44 SPACES

AREA TABULATION
SITE AREA

APN 001-370-37 = 23854 SQ.FT.
APN 001-370-36 = 15419 SQ.FT.
TOTAL SITE AREA = 39264 SQ.FT.

BUILDING AREA
EXISTING BUILDING = 4200 SQ.FT
NEW CONSTRUCTION
FIRST FLOOR AREA = 3261 SQ.FT.
SECOND FLOOR AREA = 3261 SQ.FT.
BUILDING COVERAGE AREA = 7461 SQ.FT.
% BUILDING COVERAGE = 19.00 %

A.C. PAVING PARKING AREA
EX. AC PAVING = 17082 SQ.FT.
NEW A.C. PAVING = 3767 SQ.FT.
TOTAL A.C. PAVING AREA = 20849 SQ.FT.
% A.C. PAVING = 53.10 %

LANDSCAPING AREA(PROVIDED) = 5024 SQ.FT.
LANDSCAPING PERCENT = 12.80 %

MISC. WALKS, ETC. = 5930
MISC. PERCENT = 15.10 %

THANKS
NASH MUNES

On Thu, Nov 2, 2017 at 2:49 PM, Kevin Thompson <kthompson@cityofukiah.com> wrote:

Hi Nash,

Can you send a written description of the project? Square footage, use, etc.....

Thanks,

Kevin

From: Nash Munes [<mailto:nash.munes@gmail.com>]

Sent: Sunday, October 22, 2017 3:06 PM

To: Kevin Thompson

Subject: Re: Tackroom Ukiah

Hi Kevin



RECEIVED
SEP 13 2017
CITY OF UKIAH
BUILDING/PLANNING DEPARTMENT

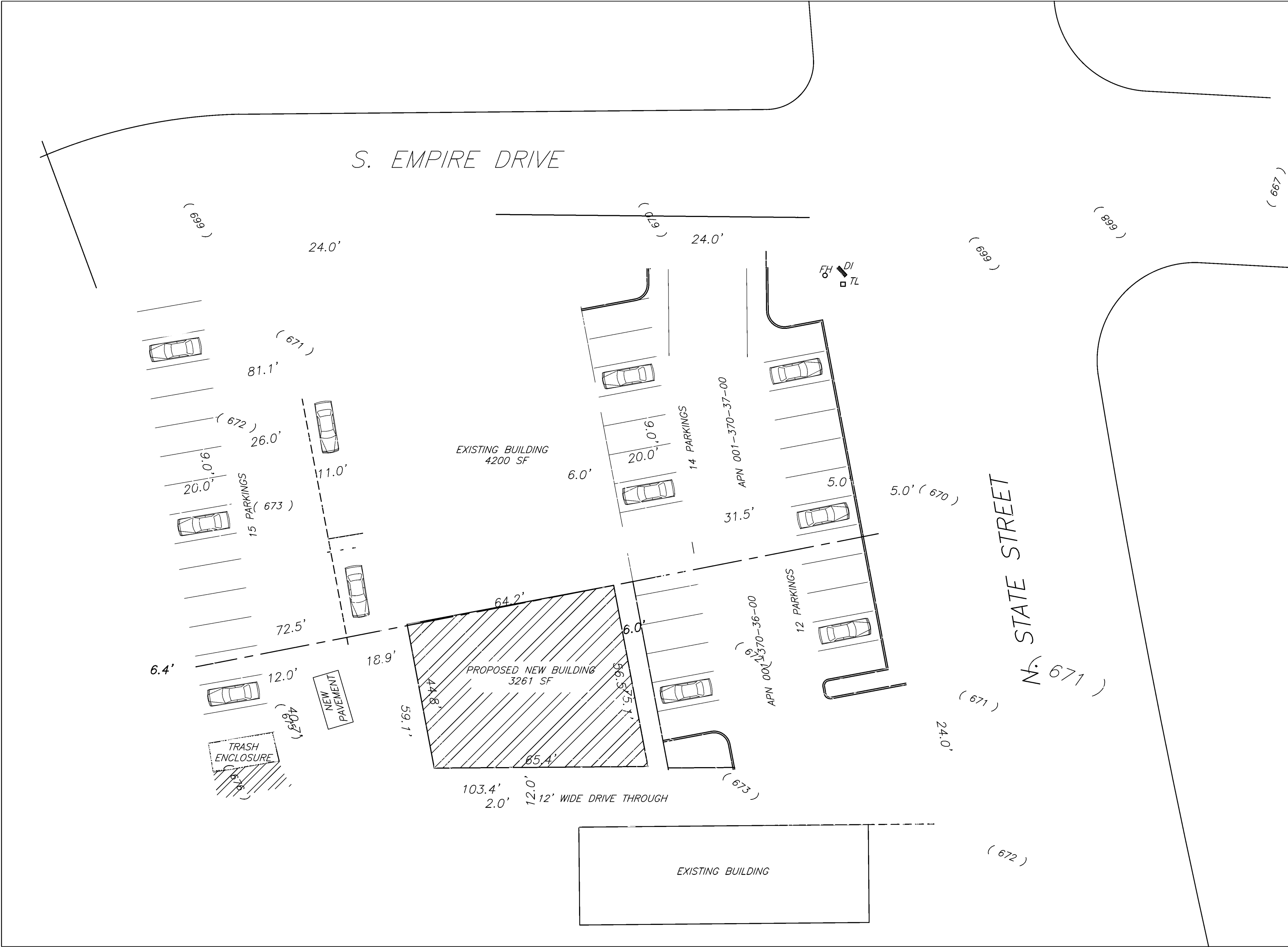


Imagery ©2017 Google, Map data ©2017 Google United States 20 ft

RECEIVED
SEP 13 2017

Ukiah
1294 N STATE STREET

Google Maps

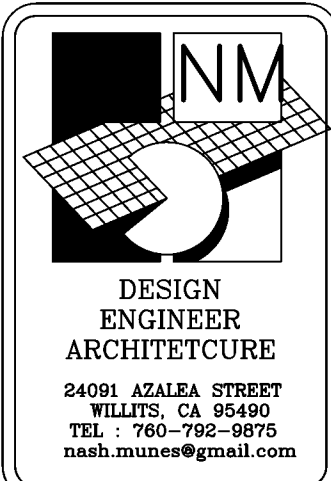


LEGAL OWNER ISSA & ELIAS TANNOUS 2350 NORTH STATE STREET UKIAH CA 95482	PARKING REQUIRED 1 PARKING SPACE PER 250 SQ.FT OF MULTI-TENANT SPACE	
	COMMERCIAL UNITS	= 30 SPACES
PARCEL NUMBER APN 001-370-36-00 APN 001-370-37-00	RESEDENTIAL UNITS	= 4 SPACES
JOB ADDRESS 1294 NORTH STATE STREET UKIAH CA 95482	TOTAL PARKING REQUIRED	= 34 SPACES
	PARKING PROVIDED	
	9'x20' PARKING SPACES	= 42 SPACES
	9'x20' ADA PARKING	= 2 SPACE
	TOTAL PROVIDED	= 44 SPACES

LEGEND:

	AC PAVEMENT
	EX. BUILDING
	NEW CONSTRUCTION
	LANDSCAPE AREA
	CONCRETE
	WALK WAY

PARCEL NUMBER	APN 0408-171-07
ZONING	C-2 COMMERCIAL
CONSTRUCTION TYPE	V-N FULLY SPRINKLERED
OCCUPANCY	B
NO. OF STORIES	TWO STORY
PROPOSED USE	MULTI-TENANT COMMERCIAL
FIRST FLOOR	RESIDENTIAL
SECND FLOOR	
AREA TABULATION	
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APN 001-370-37	= 23854 SQ.FT.
APN 001-370-36	= 15419 SQ.FT.
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% BUILDING COVERAGE	= 19.00 %
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NEW A.C. PAVING	= 3767 SQ.FT.
TOTAL A.C. PAVING AREA	= 20849 SQ.FT.
% A.C. PAVING	= 53.10 %
LANDSCAPING AREA(PROVIDED)	
LANDSCAPING PERCENT	= 12.80 %
MISC. WALKS, ETC.	= 5930
MISC. PERCENT	= 15.10 %



REVISION	BY

DATE SIGNED 08/20/2017

SITE PLAN

OWNER
ISSA AND ELIAS TANNOUS,
2350 NORTH STATE STREET, UKIAH, CA 96482

JOB LOCATION
APN 001-370-36-00 & 001-370-37-00
1296 NORTH STATE STREET, UKIAH, CA 96482

SCALE
1"=20'

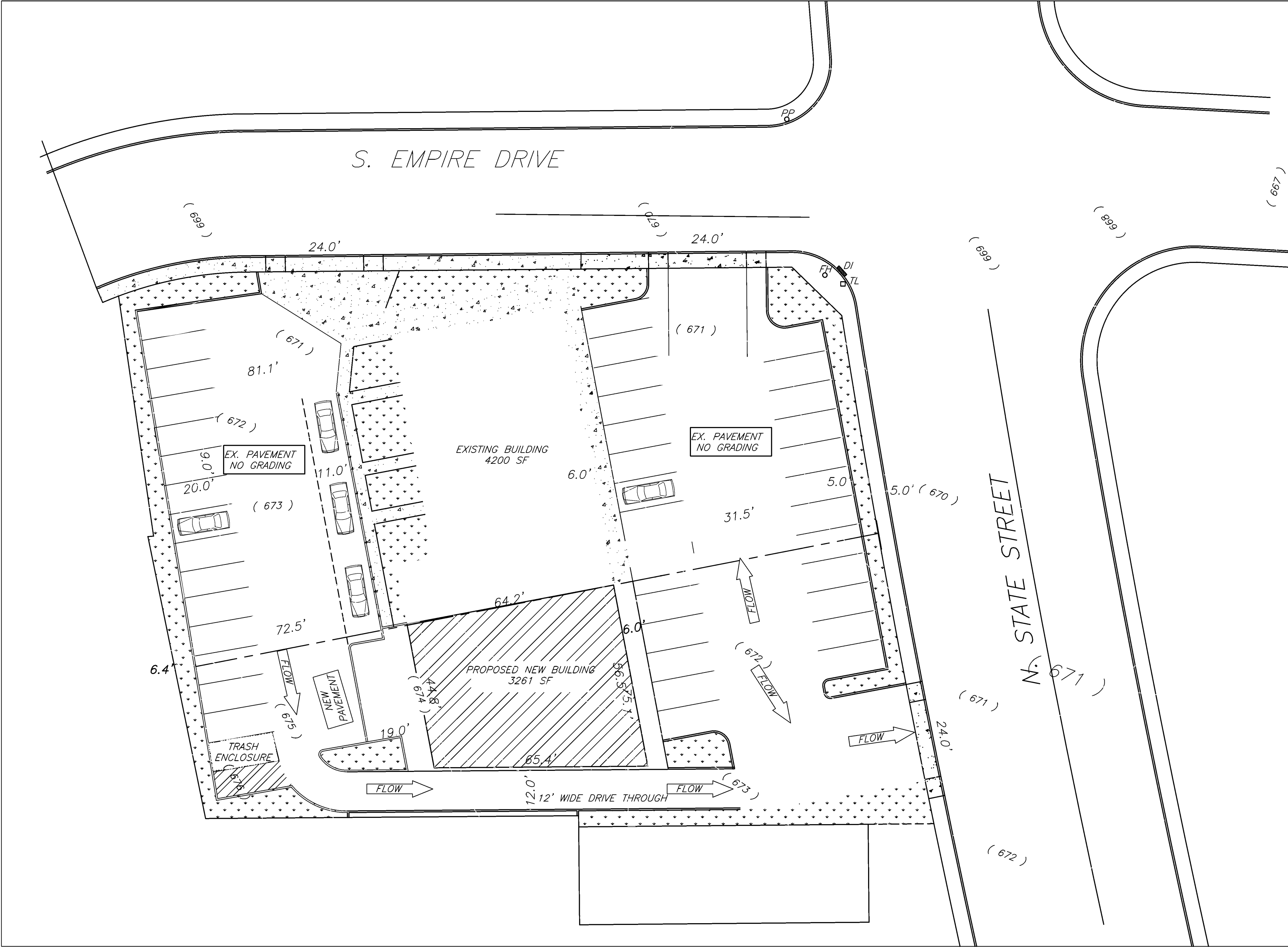
DATE
08/10/2017

DESIGNER
NM

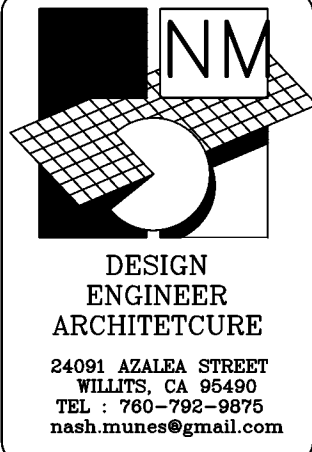
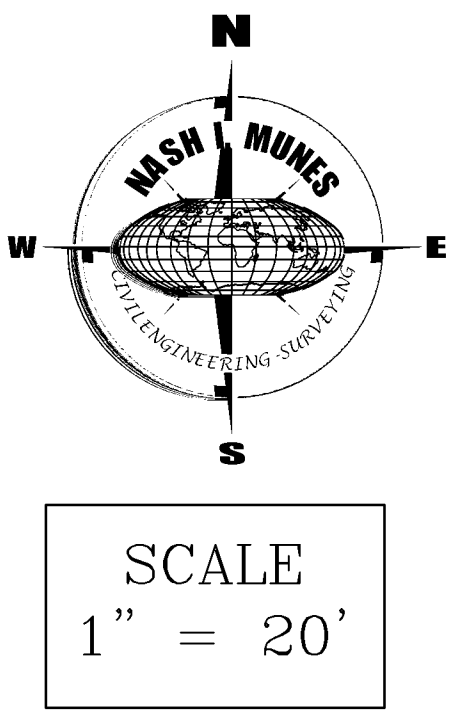
ENGINEER
NM

DRAWN BY
DM

REVIEWED BY
NM



CONCEPTUAL GRADING PLAN

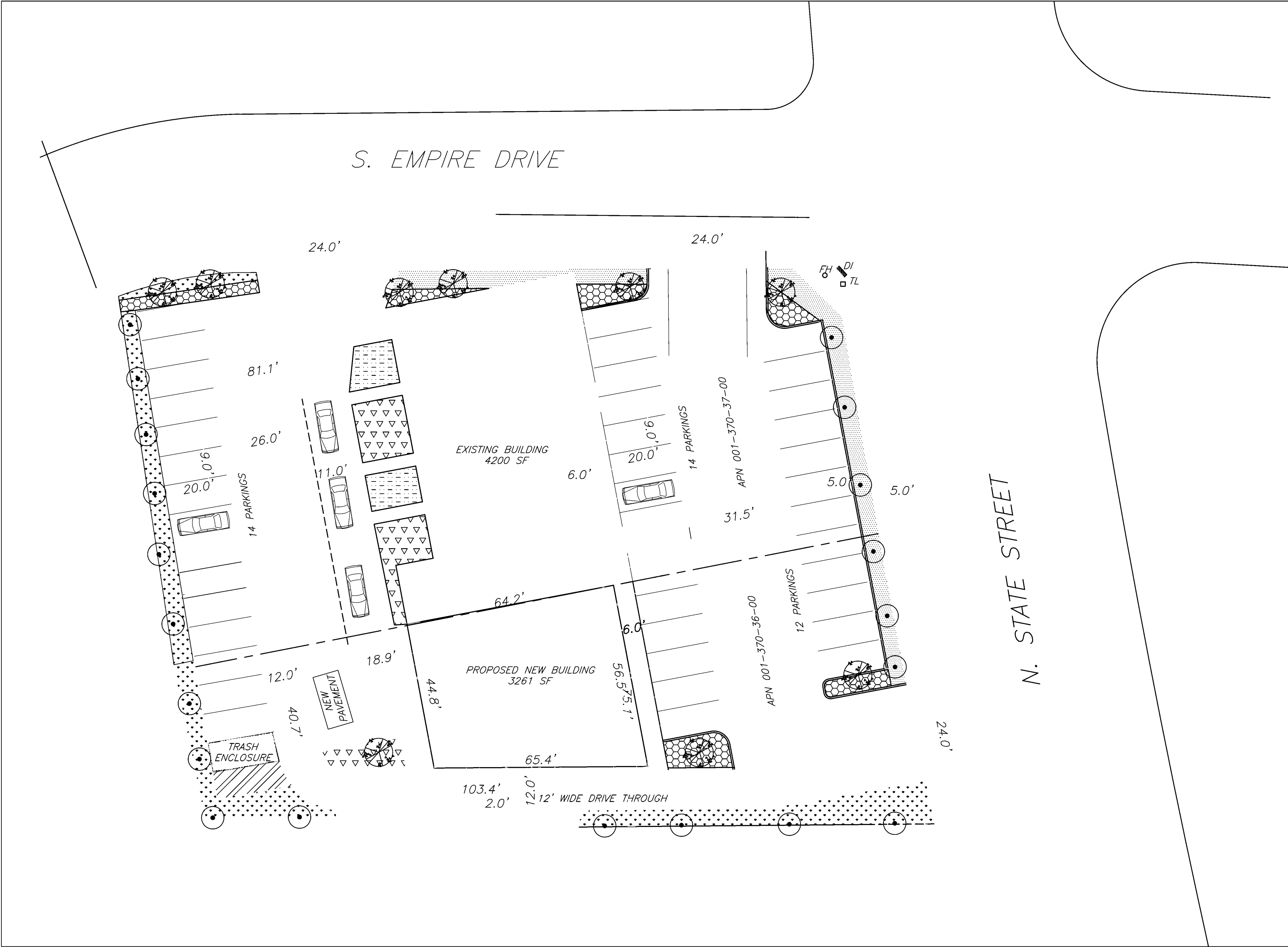


REVISION	BY

OWNER
ISSA AND ELIAS TANNOUS,
2350 NORTH STATE STREET, UKIAH, CA 96482

JOB LOCATION
APN 001-370-36-00 & 001-370-37-00
1296 NORTH STATE STREET, UKIAH, CA 96482

SCALE	1"=20'
DATE	08/10/2017
DESIGNER	NM
ENGINEER	NM
DRAWN BY	DM
REVIEWED BY	NM

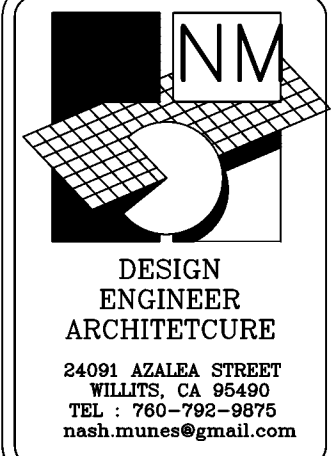
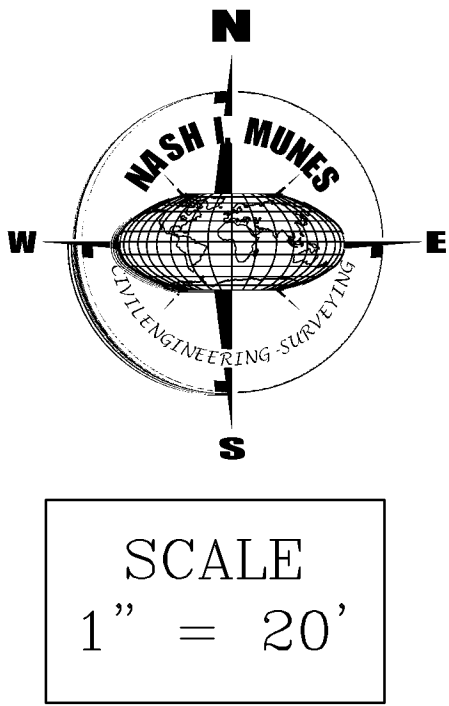


LANDSCAPING LEGEND:

SYM.	BOTANICAL NAME	COMMON NAME	AREA (SFT)	NO.
	FRAXINUS LATIFOLIA	OREGON ASH	(15 GAL. IN A 24" BOX)	13
	CRATAEGUS LAEVIGATA	DOUBLE WHITE-ENGLISH HAWTHORNE	(15 GAL. IN A 24" BOX)	10
	BACCHARIS PILULARIS	COYOTTE BUSH	5 GALLON	12" O.C.
	ROSA CALIFORNICA	CALIFORNIA ROSE	1 GALLON	36" O.C.
	DANTHONIA CALIFORNICA	CALIFORNIA OATGRASS	1 GALLON	12" O.C.
	EUTHAMIA OCCIDENTALIS	WESTERN GOLDENBERG	1 GALLON	12" O.C.
	ASCLEPIAS FASCICULARIS	NARROW LEAF MILKWEED	1 GALLON	242" O.C.

LANDSCAPING AREA(PROVIDED) = 5024 SQ.FT.

LANDSCAPING PERCENT = 12.80 %



REVISION	BY
1	
2	
3	
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5	

LANDSCAPE PLAN

DATE SIGNED 08/20/2017

JOB LOCATION

OWNER

ISSA AND ELIAS TANNOUS, 2350 NORTH STATE STREET, UKIAH, CA 96482

APN 001-370-36-00 & 001-370-37-00 1296 NORTH STATE STREET, UKIAH, CA 96482

SCALE 1"=20'

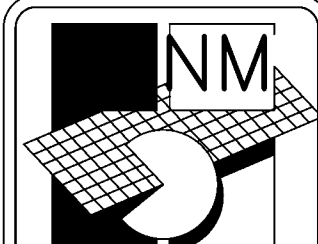
DATE 08/10/2017

DESIGNER NM

ENGINEER NM

DRAWN BY DM

REVIEWED BY NM



DESIGN
ENGINEER
ARCHITECTURE
24091 AZALEA STREET
WILLYTS, CA 95490
TEL: 782-782-9070
nash.munes@gmail.com



REGISTERED PROFESSIONAL ENGINEER
ARCHITECT
NO. 67518
CIVIL
STATE OF CALIFORNIA

REVISION	BY
1	NM

FIRST FLOOR PLAN

OWNER
ISSA AND ELIAS TANNIOUS,
2390 NORTH STATE STREET, UTAH, CA 96482

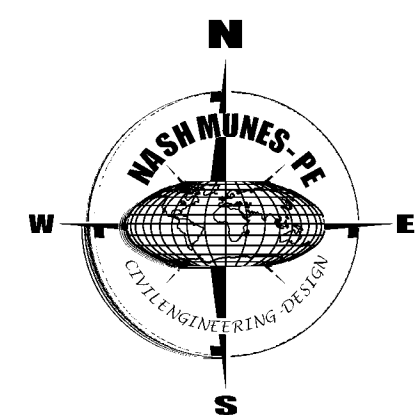
JOB LOCATION
(APN 001-370-36-00 AND APN 001-370-37-00
1294 NORTH STATE STREET
UKIAH CA 95482

SCALE 1/4"=1'
DATE 08/20/2015
DESIGNER NM
ENGINEER NM
DRAWN BY DM
REVIEWED BY NM

JOB No

SHEET
A-01

DATE SIGNED 08/20/2017



REVISION	BY
0	NM
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6	

SECOND FLOOR PLAN

APN 001-370-36-00 AND APN 001-370-37-00
1294 NORTH STATE STREET
UKIAH CA 95482

ISSA AND ELIAS TANNOUS,
2350 NORTH STATE STREET, UKIAH, CA 96482

SCALE 1/4" = 1'

DATE 08/20/2015

DESIGNER NM

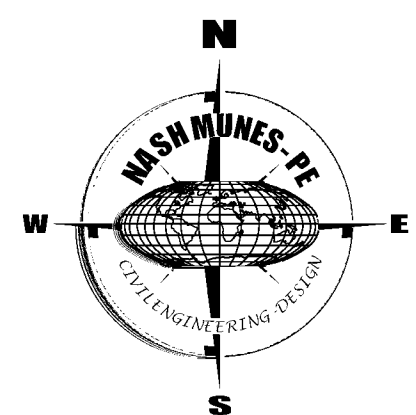
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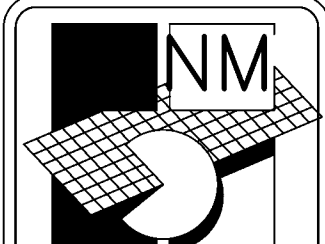
DRAWN BY DM

REVIEWED BY NM

JOB No

SHEET
A-02





DESIGN
ENGINEER
ARCHITECTURE
24091 AZALEA STREET
WILLYTS, CA 95490
TEL : 782-792-9070
nash.munoz@gmail.com



REGISTERED PROFESSIONAL ENGINEER
ARCHITECT
ISSA MUNOZ
NO. 67518
CIVIL
STATE OF CALIFORNIA

REVISION	BY
Δ	NM

FONT ELEVATION

JOB LOCATION

APN 001-370-36-00 AND APN 001-370-37-00
1294 NORTH STATE STREET
UKIAH CA 95482

OWNER

ISSA AND ELIAS TANNOUS,
2390 NORTH STATE STREET, UTAH, CA 96482

SCALE

1/4"= 1'

DATE

08/20/2015

DESIGNER

NM

ENGINEER

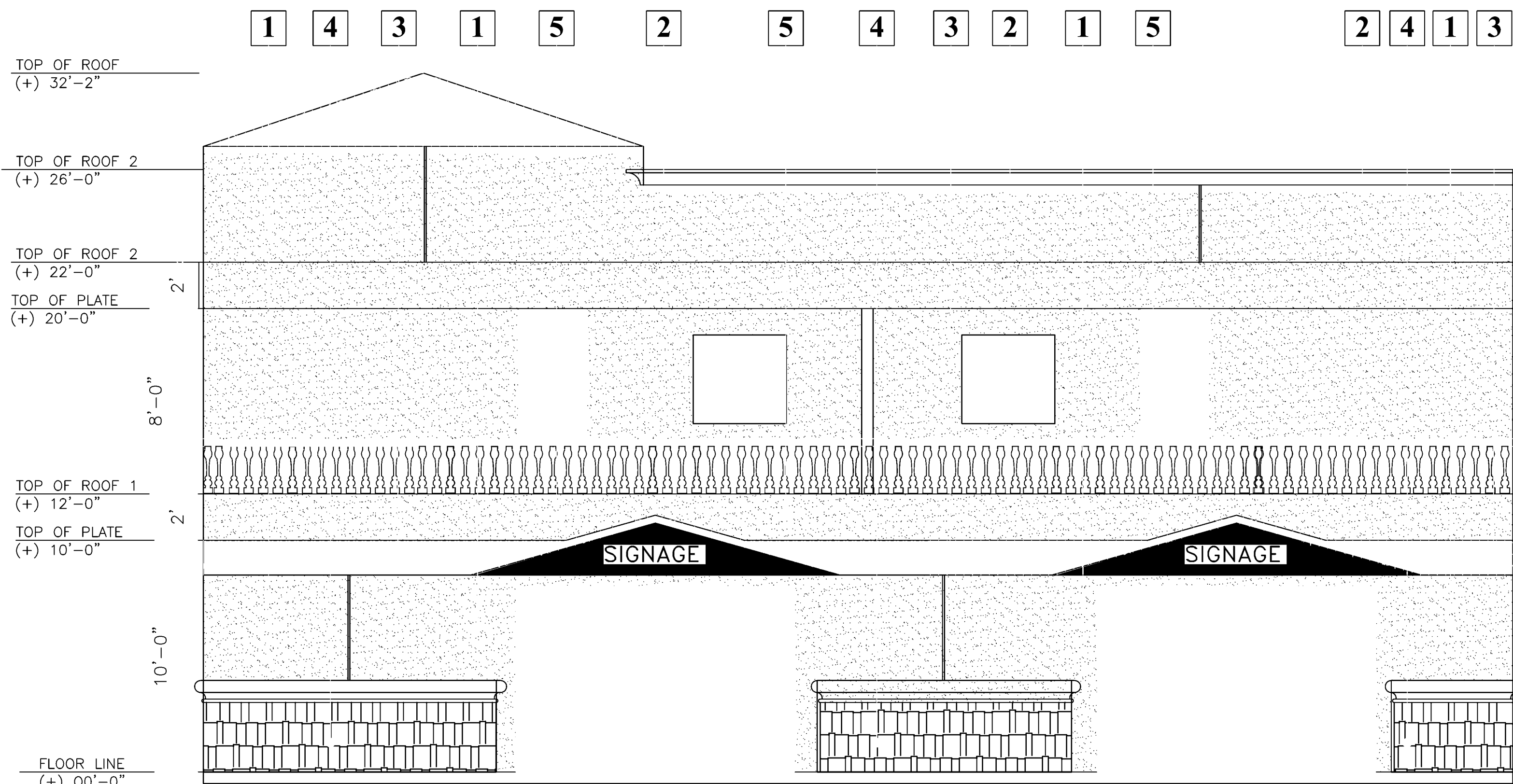
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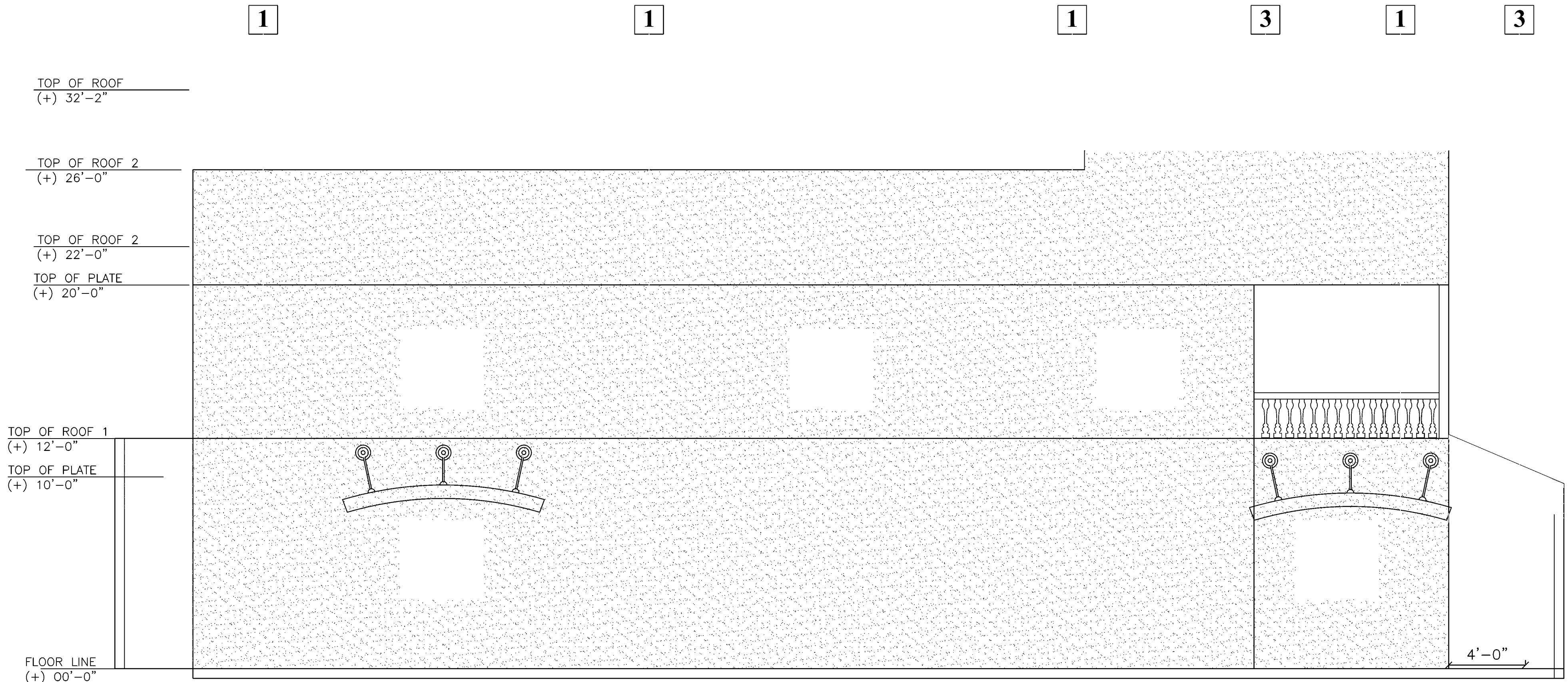
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REVIEWED BY

NM

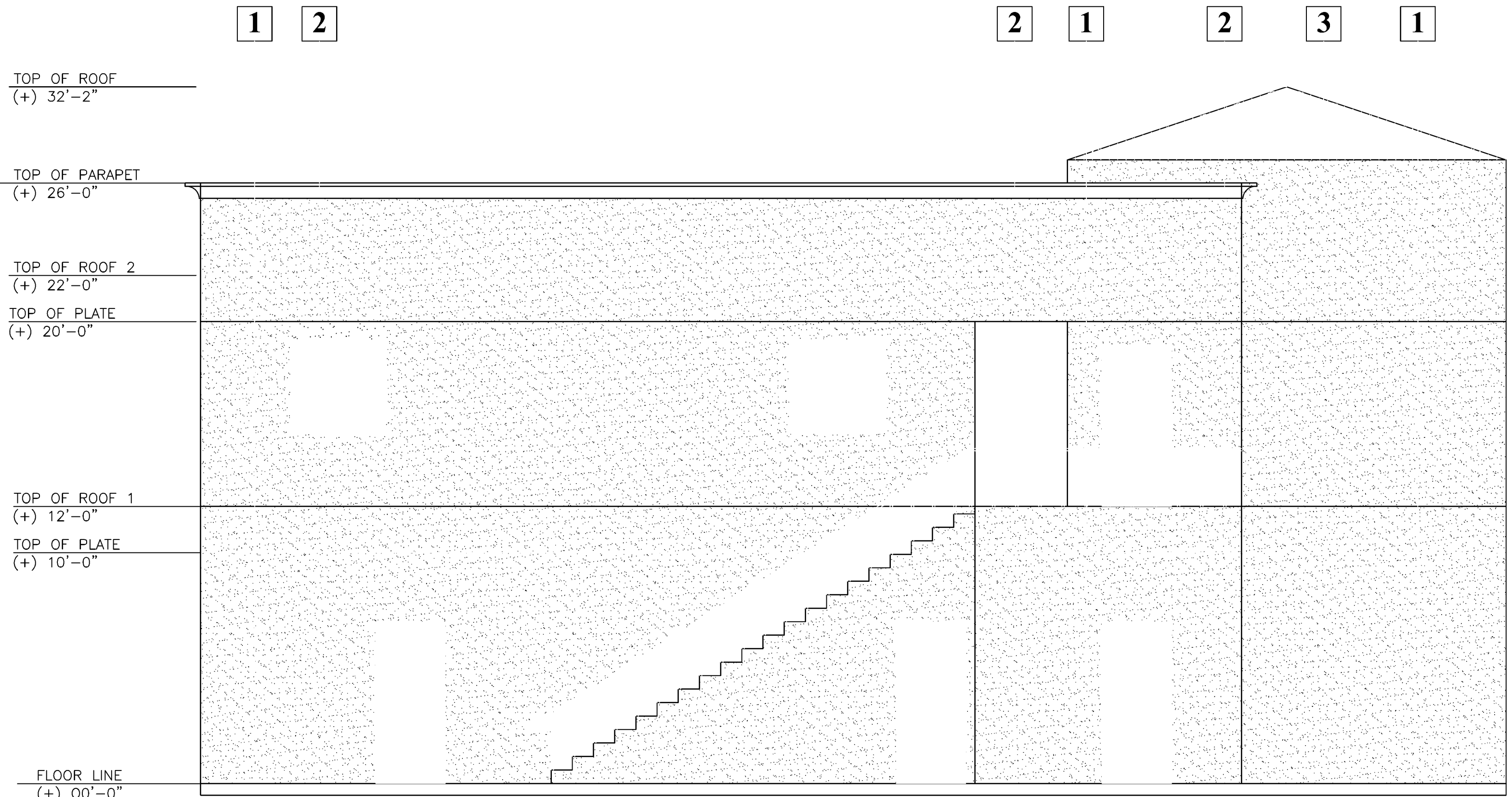


EAST (FRONT) ELEVATION



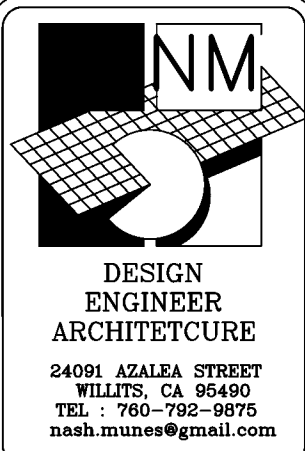
SOUTH (SIDE) ELEVATION

LEGEND:	
1	MAIN STUCCO COLOR-78" STUCCO FINISH BISCAYNE X-14496 (BASE-100)
2	CROWN MOULDING WEIFS FOAM CORNICE X-6148 SANDESTIN (BASE 100)
3	EAGLE TILE ROOF PRODUCT NO 9822 BOOSTED CAPISTRANO
4	STONE VENEER BY CULTURED STONE (CARMEL CSV-20007)
5	ACCENT STUCCO COLOR-78" STUCCO FINISH HACIENDA X-82 (BASE-200)



WEST (REAR) ELEVATION

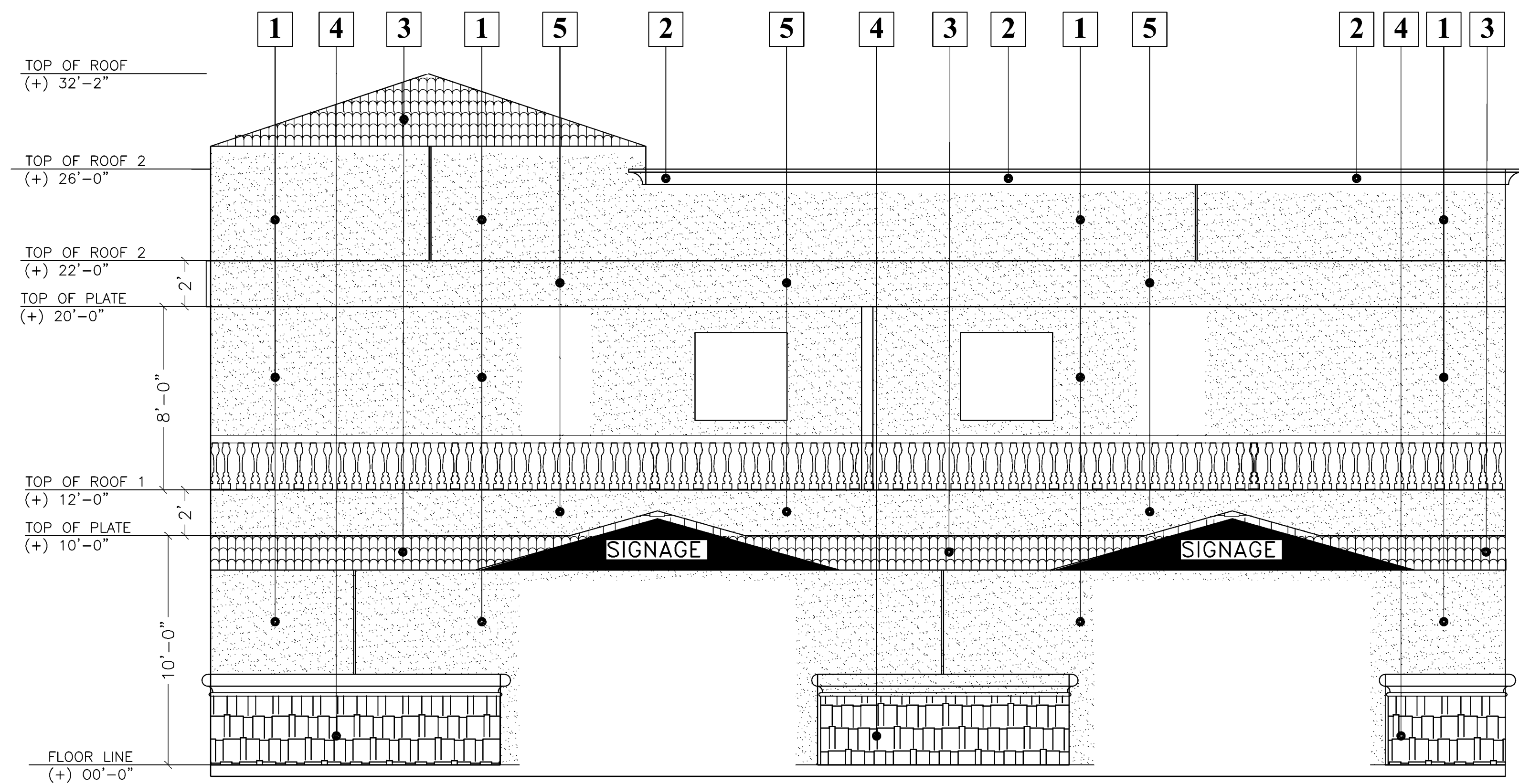
LEGEND:	
1	MAIN STUCCO COLOR-78" STUCCO FINISH BISCAYNE X-14496 (BASE-100)
2	CROWN MOULDING WEIFS FOAM CORNICE X-6148 SANDESTIN (BASE 100)
3	EAGLE TILE ROOF PRODUCT NO 9822 BOOSTED CAPISTRANO
4	STONE VENEER BY CULTURED STONE (CARMEL CSV-20007)
5	ACCENT STUCCO COLOR-78" STUCCO FINISH HACIENDA X-82 (BASE-200)
6	24"x8" SKYLIGHT MATCH ROOF TILE COLOR



REVISION	BY
1	NM
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ELEVATION	
JOB LOCATION	APN 001-370-36-00 AND APN 001-370-37-00 1294 NORTH STATE STREET UKIAH CA 95482
OWNER	ISSA AND ELIAS TANNIOUS, 2390 NORTH STATE STREET, UKIAH, CA 96482

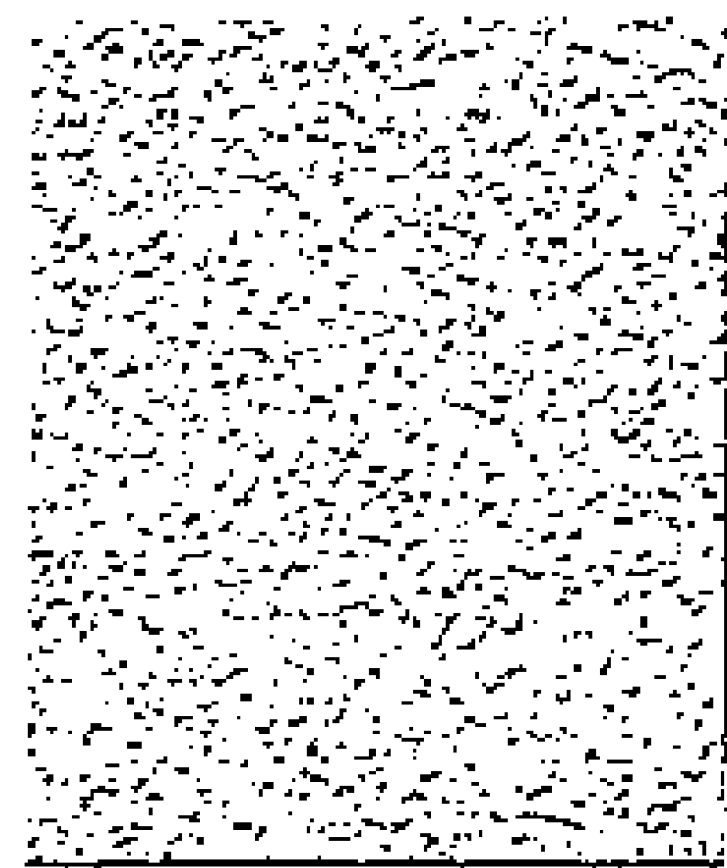
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DATE	08/20/2015
DESIGNER	NM
ENGINEER	NM
DRAWN BY	DM
REVIEWED BY	NM



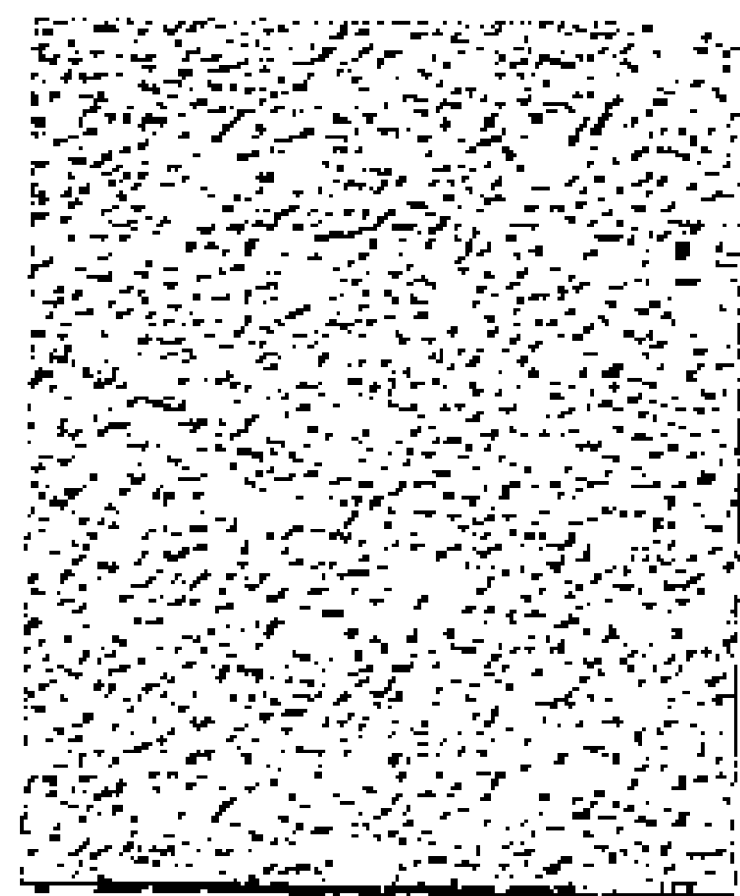
EAST (FRONT) ELEVATION

LEGEND:	
1	MAIN STUCCO COLOR-7/8" STUCCO FINISH BISCAYNE X-14406 (BASE-100)
2	CROWN MOULDING /WH/FS FOAM CORNICE X-63148 SANDESTIN (BASE-100)
3	EAGLE TILE ROOF PRODUCT NO 9822 BOOSTED CAPISTRANO
4	STONE VENER BY CULURED STONE (KARAMEL CSN-20007)
5	ACCENT STUCCO COLOR-7/8" STUCCO FINISH HACIENDA X-42 (BASE-200)
6	24"x48" SKYLIGHT MATCH ROOF TILE COLOR

COLORS AND MATERIAL BOARD



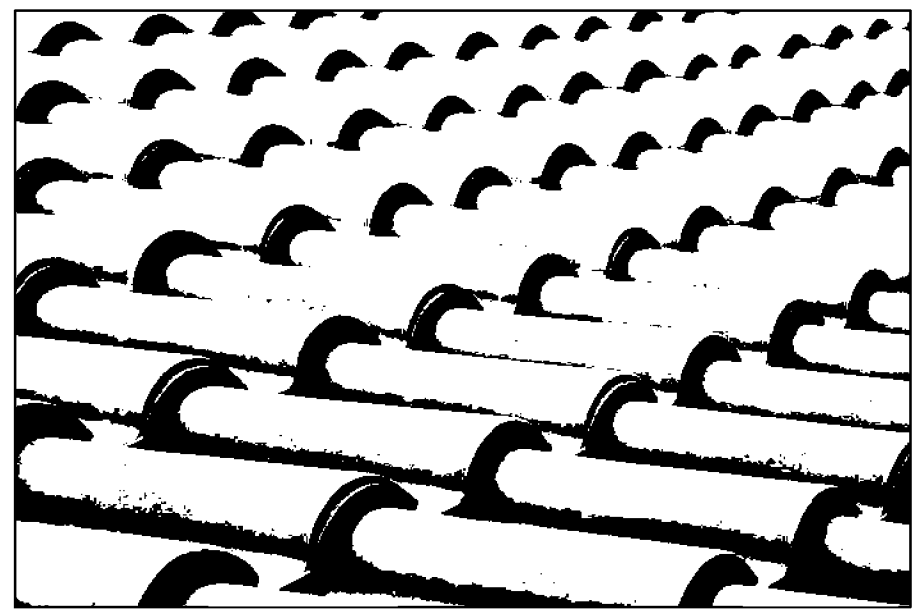
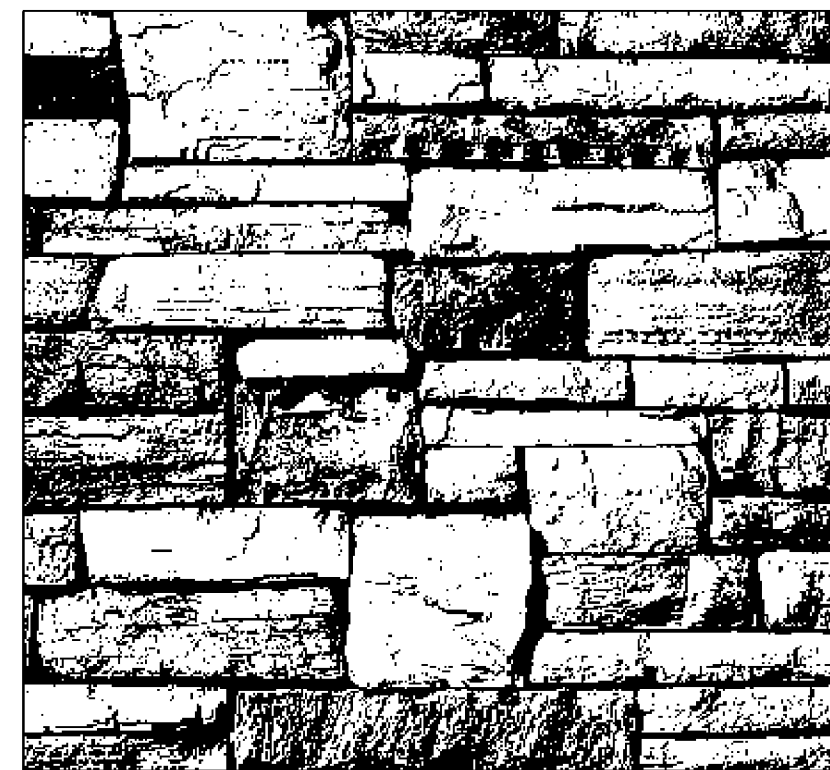
215 MESA VERDE 48 BASE 200



504 BLUE GREY 47 BASE 200

DUAL GLAZED
FIXED
POWER COATED

STORE FRONT
DUAL GLAZED
POWER COATED



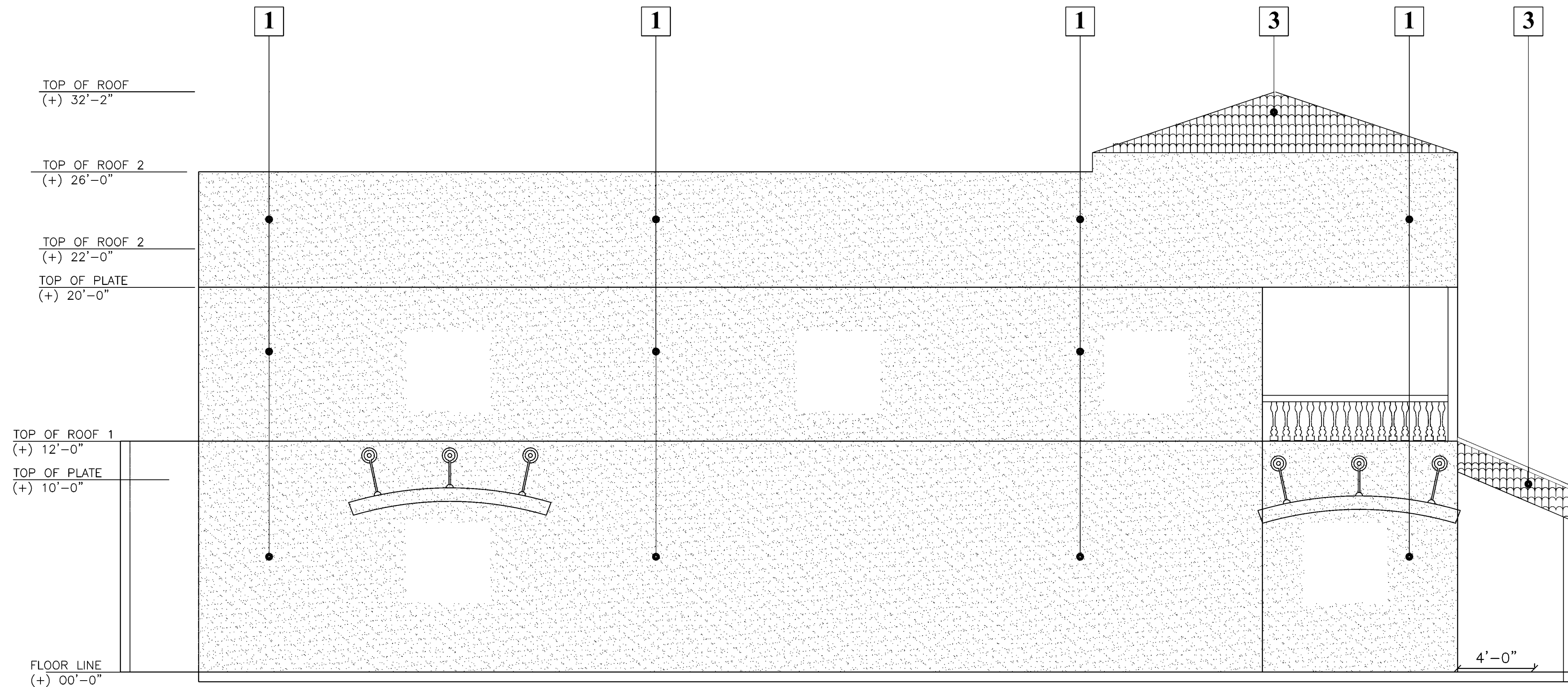
1	MAIN STUCCO COLOR
---	-------------------

1	ACCENT STUCCO COLOR
---	---------------------

3 DOORS AND WINDOWS

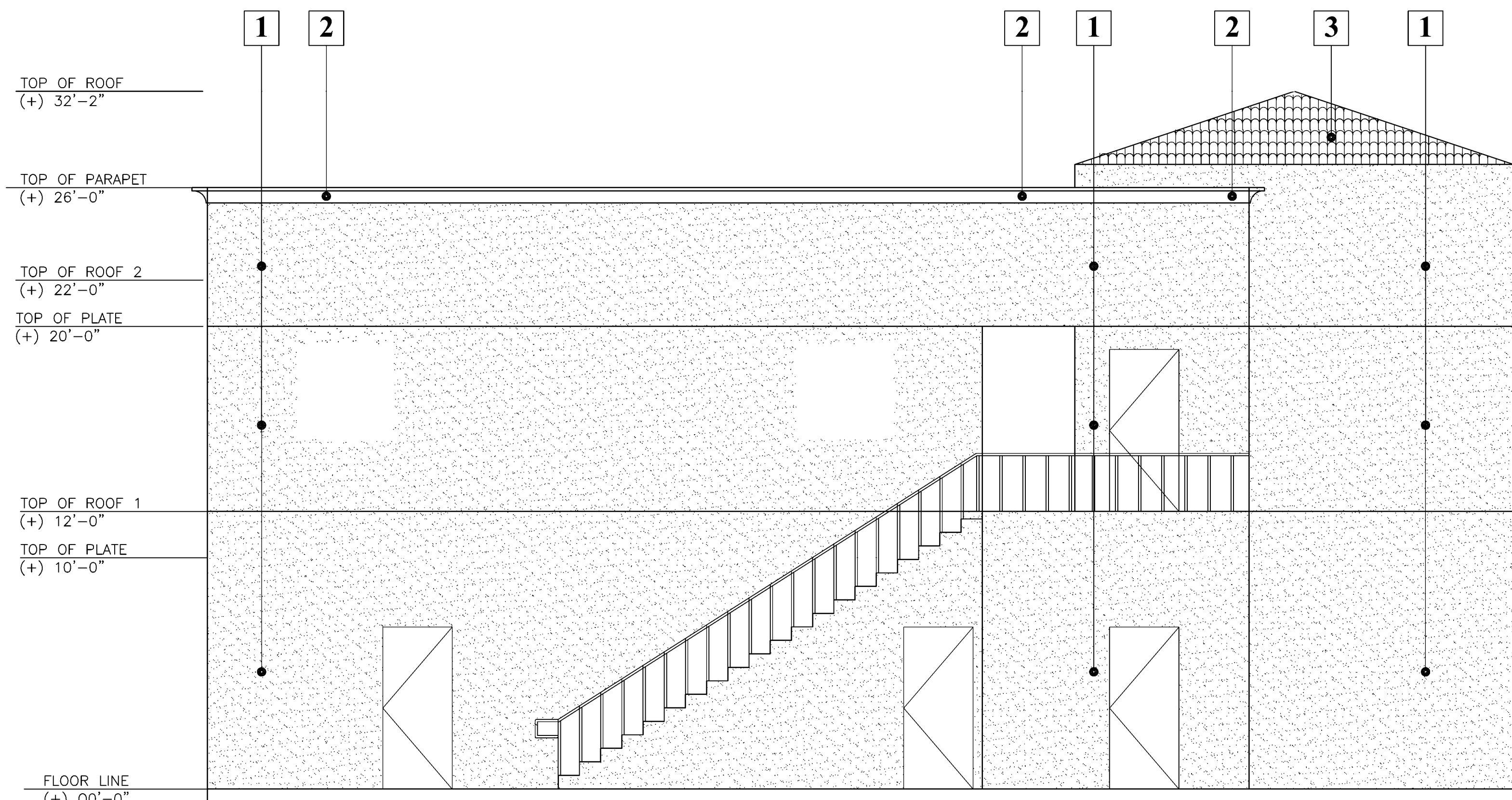
4	STONE VENEER
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6	TILE ROOF COVER
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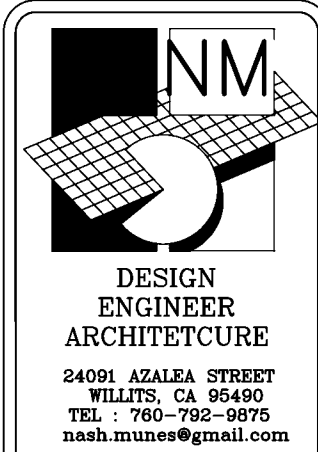
SOUTH (SIDE) ELEVATION

LEGEND:	
1	MAIN STUCCO COLOR-78" STUCCO FINISH BISCAYNE X-14496 (BASE-100)
2	CROWN MOULDING WEIERS FOAM CORNICE X-63148 SANDESTIN (BASE 100)
3	EAGLE TILE ROOF PRODUCT NO 9822 BOOSTED CAPISTRANO
4	STONE VENEER BY CULTURED STONE (CARMEL CSV-20007)
5	ACCENT STUCCO COLOR-78" STUCCO FINISH HACIENDA X-82 (BASE-200)



WEST (REAR) ELEVATION

LEGEND:	
1	MAIN STUCCO COLOR-78" STUCCO FINISH BISCAYNE X-14496 (BASE-100)
2	CROWN MOULDING WEIERS FOAM CORNICE X-63148 SANDESTIN (BASE 100)
3	EAGLE TILE ROOF PRODUCT NO 9822 BOOSTED CAPISTRANO
4	STONE VENEER BY CULTURED STONE (CARMEL CSV-20007)
5	ACCENT STUCCO COLOR-78" STUCCO FINISH HACIENDA X-82 (BASE-200)
6	24"x48" SKYLIGHT MATCH ROOF TILE COLOR



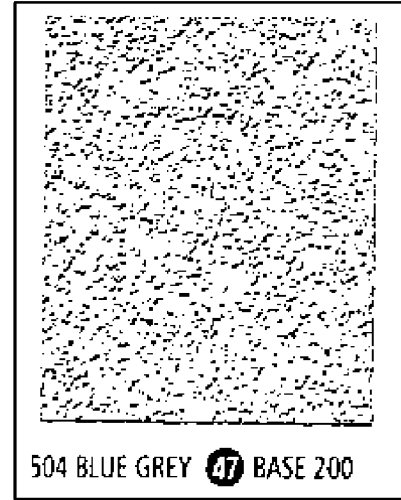
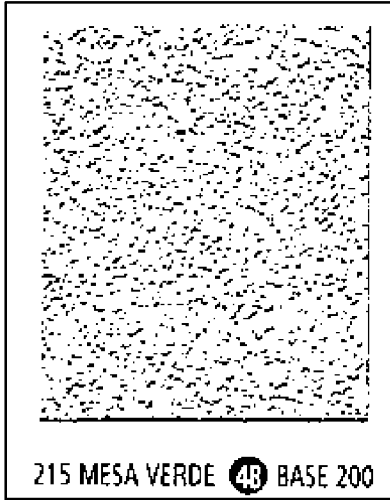
REVISION	BY
1	NM
2	
3	
4	
5	

ELEVATION	
JOB LOCATION	APN 001-370-36-00 AND APN 001-370-37-00 1294 NORTH STATE STREET UKIAH CA 95482
OWNER	ISSA AND ELIAS TANNOUS, 2390 NORTH STATE STREET, UKIAH, CA 96482

SCALE	1/4"=1'
DATE	08/20/2015
DESIGNER	NM
ENGINEER	NM
DRAWN BY	DM
REVIEWED BY	NM

SAMPLE BOARD

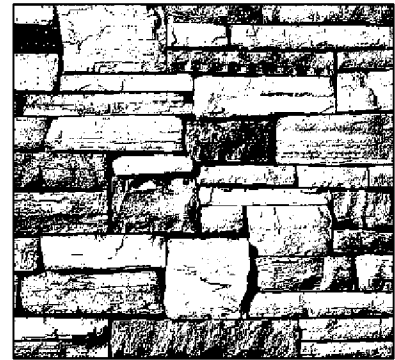
1296 NORTH STATE STREET,
UKIAH, CA 96482



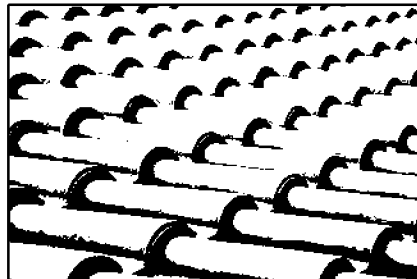
1 MAIN STUCCO COLOR 2 ACCENT COLOR

DUAL GLAZED
TEMPERED FIXED
POWER COATED

FRENCH DOOR



3 DOOR & WINDOW 4 STONE VENEER



5 TILE ROOF COVER

CHAPTER 2 ZONING

ARTICLE 7. REGULATIONS IN COMMUNITY COMMERCIAL (C-1) DISTRICTS¹

SECTION:

- §9080: Purpose And Intent
- §9081: Allowed Uses
- §9082: Permitted Uses
- §9083: Building Height Limits
- §9084: Building Site Area Required
- §9085: Required Yard Setbacks
- §9086: Required Parking
- §9087: Additional Requirements
- §9088: Determination Of Appropriate Use

§9080 PURPOSE AND INTENT

The purpose of the Community Commercial Zoning District is to provide a broad range of commercial land use opportunities along the primary transportation corridors within the City. It is intended to promote, and provide flexibility for commercial development, and to encourage the establishment of community-wide commercial serving land uses. The Community Commercial (C-1) Zoning District is consistent with the Commercial (C) General Plan land use designation. (Ord. 1006, §1, adopted 1998)

§9081 ALLOWED USES

The following uses are allowed in the Community Commercial (C-1) Zoning District:

Accessory uses to any of the uses allowed in this District.

Community care facility which provides service for six (6) or fewer persons, with the residents and operators of the facility being considered a family.

Condominiums.

Hotels, motels, and bed and breakfast establishments.

Personal improvement and personal service establishments.

Places of religious worship, assembly or instruction.

Professional offices and banks.

Public or private schools.

Restaurants.

Retail stores.

Second dwelling units as allowed in the R-1 districts in section 9016 of this chapter.

Small family child daycare home, which provides care for eight (8) or fewer children, including children under the age of ten (10) years who reside at the home.

Small homeless facilities, pursuant to section 9171 of this chapter. (Ord. 1006, §1, adopted 1998; Ord. 1047, §1, adopted 2003)

§9082 PERMITTED USES

The following uses require approval of a use permit pursuant to the provisions contained in section 9262 of this chapter:

Auto repair shop, auto body and painting shop, car wash, auto service (gas) station, and new and used car sales.

Bar, dance hall, live entertainment establishment and nightclub.

Billiard parlor, amusement arcade, and bowling alley.

Cabinet shop.

Community care facility for more than six (6) persons, but not more than twelve (12) persons.

Large family child daycare home for a minimum of seven (7) to fourteen (14) children inclusive, including children under the age of ten (10) years who reside at the home.

Large homeless facility, pursuant to section 9171 of this chapter.

Machine shop.

Mini/convenience storage.

Mixed residential and commercial land uses on one parcel provided they are found to be compatible.

Outdoor sales establishments that occur for no more than thirty (30) days within a twelve (12) month period may be considered by the zoning administrator. All other applications shall be heard by the planning commission.

A. All outdoor sales establishments shall comply with the following criteria:

1. Parking: Parking shall be designated for a minimum of three (3) automobiles, located off the public right of way with no automobile maneuvering permitted in the public right of way. The use permit may require additional parking, depending on the nature of sales proposed.

2. Signage: A maximum of twenty five percent (25%) of the largest side of the vehicle or structure used in the sales operation. In addition, one sandwich board or A-frame sign pursuant to subsection 3227A5 of this code.

3. Utilities: The need for sanitary sewer, water, and electrical services shall be determined through the use permit process, and all hookups shall comply with this code.

4. Business License: Business license must be prominently displayed at all times, and the operator shall have proof of board of equalization sales permit.

Parking lot.

Single-family dwelling, duplex, multiple-family residential units, and mobile home park.

Social halls and lodges.

Theater.

Veterinarian. (Ord. 1006, §1, adopted 1998)

§9083 BUILDING HEIGHT LIMITS

The maximum height of any building in a community commercial (C-1) district shall be fifty feet

(Ord. 1006, §1, adopted 1998)

§9084 BUILDING SITE AREA REQUIRED

No minimum building site area except for residential development which shall be as follows:

A. For each building or group of buildings a minimum of six thousand (6,000) square feet in area and a minimum width of six (6) feet. (Ord. 1006, §1, adopted 1998)

B. For each family unit intended to occupy any building or group of buildings a minimum of one thousand five hundred (1,500) square feet of site area. The total number of residential units allowed in mixed use projects may be based on an average of one unit per one thousand five hundred (1,500) square feet over the entire project site including the portion devoted to commercial uses.

C. For each mobile home park a minimum of two (2) acres. (Ord. 1006, §1, adopted 1998; Ord. 1110, §1, adopted 2008)

§9085 REQUIRED YARD SETBACKS

In community commercial (C 1) districts, yards shall be required in the following minimum widths:

A. Front yards for single story buildings: The front setback line shall be a minimum of five feet

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vision triangle may be required for traffic safety.

B. Front yards for multiple story buildings: The front setback line shall be a minimum of five feet

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VGH ZD □□ 2 FRUHGW DW IRRW □□□~~ Vision triangle may be required for traffic safety.

C. Rear and side yards: None required except where the rear or side of a lot abuts on an R 1, R 2, or R 3 district, in which case such rear or side yard shall be that of the adjoining zone. (Ord. 1006, §1, adopted 1998; Ord. 1110, §1, adopted 2008)

§9086 REQUIRED PARKING

The minimum parking area required in the community commercial (C-1) zoning districts shall be as follows:

A. Retail Stores, Professional Offices, And Business Offices: One parking space for each three hundred (300) square feet of gross leasable floor area.

B. Personal Services And Personal Improvement Facilities: One parking space for each three hundred fifty (350) square feet of gross leasable floor area.

C. Commercial Recreation And Public Assembly: One parking space for each four (4) person capacity.

D. Restaurant: One parking space for every three (3) seats, with a minimum of four (4) spaces. An additional parking space for each two (2) employees at maximum shift.

E. Bicycle Parking: Safe bicycle parking facilities shall be provided in all commercial developments, where it is determined that the use would attract bicyclists. The number of bicycle parking spaces required shall be not less than ten percent (10%) of the number of required off street automobile parking spaces. Such safe bicycle parking shall be located convenient to the entrance(s) to the use.

F. Downtown Parking District: All parcels within the downtown parking district no. 1 are not subject to the C 1 zoning district parking standards. These parcels shall comply with the provisions of the downtown parking improvement program.

G. Other Uses: All other uses are subject to the provisions contained in article 17 of this chapter.

H. Exceptions: Relief from the parking requirements in the C 1 zoning district may be approved through the discretionary review process, provided a finding is made that there is a unique circumstance associated with the use or property that results in a demand for less parking than normally expected. (Ord. 1006, §1, adopted 1998)

§9087 ADDITIONAL REQUIREMENTS

The following additional requirements are applicable in the community commercial (C-1) zoning district:

- A. A site development permit shall be required for development projects in the community commercial (C-1) zoning district, pursuant to the requirements of subsection 9261B of this chapter.
- B. Second story development shall be designed to preserve the privacy of adjoining property owners.
- C. Repealed.
- D. All development projects in the C-1 zoning district requiring discretionary review shall include a proposed landscaping plan commensurate with the size and scale of the proposed development project. Landscaping plans shall be submitted as a required component of all site development and use permits at the time of application filing. Properties within the downtown master plan (DMP) area are exempt from the landscaping requirements.

1. All proposed landscaping plans shall comply with the following standards:

- a. Landscaping shall be proportional to the building elevations.
- b. / D G F D S H S O W V V D O E H W R M H Z I F U R Z Z H O L 8 N D V F O P D M Z I W R W
extensive irrigation. Native species are strongly encouraged.
- c. All landscape plantings shall be of sufficient size, health and intensity so that a viable and mature appearance can be attained in a reasonably short amount of time.
- d. Deciduous trees shall constitute the majority of the trees proposed along the south and west building exposures; nondeciduous street species shall be restricted to areas that do not inhibit solar access.
- e. Parking lots with twelve (12) or more parking stalls shall have a tree placed between every four (4) parking stalls within a continuous linear planting strip, rather than individual planting wells, unless clearly infeasible. Parking lot trees shall primarily be deciduous species, and shall be designed to provide a tree canopy coverage of fifty percent (50%) over all paved areas within ten (15) years of

planting. Based upon the design of the parking lot, a reduced number of trees may be approved through the discretionary review process.

f. Parking lots shall have a perimeter planting strip with both trees and shrubs.

g. Parking lots with twelve (12) or more parking stalls shall have defined pedestrian sidewalks or marked pedestrian facilities within landscaped areas and/or separated from automobile travel lanes. Based upon the design of the parking lot, and the use that it is serving, relief from this requirement may be approved through the discretionary review process.

h. Street trees may be placed on the property proposed for development instead of within the public right of way if the location is approved by the city engineer, based upon safety and maintenance factors.

i. All new developments shall include a landscaping coverage of twenty percent (20%) of the gross area of the parcel, unless because of the small size of a parcel, such coverage would be unreasonable. A minimum of fifty percent (50%) of the landscaped area shall be dedicated to live plantings.

j. Landscaping plans shall include an automatic irrigation system and lighting plan.

k. All required landscaping for commercial development projects shall be adequately maintained in a viable condition.

l. The planning director, zoning administrator, planning commission, or city council shall have the authority to modify the required elements of a landscaping plan depending upon the size, scale, intensity, and location of the development project.

E. No fence shall be constructed on any lot within the C-1 zoning district area.

F. Existing development as of the date of this article inconsistent with the provisions listed herein, shall be considered legal nonconforming, provided that they were legal at the time of their creation, and shall be subject to the nonconforming provisions contained in this chapter. (Ord. 1006, §1, adopted 1998; Ord. 1110, §1, adopted 2008)

§9088 DETERMINATION OF APPROPRIATE USE

Whenever a use is not listed in this article as a use permitted by right or a use subject to a use permit in the C-1 zoning district, the planning director shall determine whether the use is appropriate for the zoning district, either as a right or subject to a use permit. In making this determination, the planning director shall find as follows:

A. That the use would not be incompatible with other existing or allowed uses in the C-1 zoning district.

B. That the use would not be detrimental to the continuing development of the area in which the use would be located.

C. In the case of determining that a use not articulated as an allowed or permitted use could be established with the securing of a use permit, the planning director shall find that the proposed use is similar in nature and intensity to the uses listed as permitted uses. All determinations of the planning director regarding whether a use can be allowed or permitted in the community commercial (C-1) zoning district shall be final unless a written appeal to the city council, stating the reasons for the appeal, and the appeal fee, if any, established from time to time by city council resolution, is filed with the city clerk within ten (10) days of the date the decision was made. Appeals may be filed by an applicant or any interested party. The city council shall conduct a duly noticed public hearing on the appeal in accordance to the applicable procedures as set forth in this chapter. At the close of the public hearing, the city council may affirm, reverse, revise or modify the appealed decision of the planning director. All city council decisions on appeals of

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City of Ukiah

DESIGN GUIDELINES

Commercial Projects Outside The Downtown Design District

Purpose & Intent

On May 20, 1992, the Ukiah Redevelopment Agency adopted Design Guidelines for the *Downtown Design District*. Three years later, in 1995, the City adopted a new General Plan, which called for the adoption of Design Guidelines for all commercial development within the City limits. After considerable discussion, it was decided that the most appropriate way to proceed was to simply augment the existing Downtown Design Guidelines for application to commercial development projects outside the existing *Downtown Design District*.

The existing Design Guidelines for the downtown area remain unchanged and are included in this document as they were adopted in 1992. They will continue to be applied within the *Downtown Design District* as they have since their formal adoption. New guidelines more applicable to the outlying commercial areas and commercial gateways have been prepared and are included as a separate chapter in this document.

The purpose of the *Design Guidelines* for projects outside the Downtown Design District is 1) to implement the goals and policies of the Community Design Element of the General Plan; 2) to provide design guidance and criteria for commercial development; 3) to provide site planning and architectural excellence, as well as unity and integrity in the commercial urban landscape outside of the Downtown core; and 4) to provide attractive commercial areas along the major transportation corridors outside the downtown that will stimulate business and city-wide economic development. 5) to provide property owners, developers, architects, and project designers with a comprehensive guide for building design.

The Design Guidelines are intended to address the concerns expressed by the Planning Commission and City Council regarding a lack of design guidelines for commercial development within the City, and to fulfill the direction contained in the Community Design Element of the Ukiah General Plan.

The Design Guidelines are applicable to all commercial development outside the existing *Downtown Design District*, and are intended to be applied in a fair and reasonable manner, taking into consideration the size, configuration, and location of affected and surrounding parcels, as well as the size, scope, and purpose of the individual development projects.

Architects, project designers, and/or project applicants are expected to make a strong and sincere effort to comply with the Design Guidelines and contribute to the improvement of the City's physical image. Project applicant's, with the assistance of their architects and building designers, are expected to put forth a convincing creative effort when planning development and designing buildings.

Site Planning

Natural Site Features

Generally, a designer should plan a project to fit a site's natural conditions, rather than alter a site to accommodate a stock building plan.

Significant existing site features such as mature trees/landscaping, lot size and configuration, topography, and the relationship to surrounding development should be compelling factors in determining the development capacity and design of projects.

All required Grading and Drainage Plans shall be prepared by a registered civil engineer or other qualified professional acceptable to the City Engineer.

Parking

The number of parking stalls and overall parking lot design shall generally comply with the requirements of the Ukiah Municipal Code (UMC). Deviation from the parking requirements of the UMC can be approved through the discretionary review process provided a finding is made that there is a unique circumstance associated with the use of the property that results in a demand for less parking than normally expected. These circumstances may include uses that would attract young teenagers, bicyclists, or a high number of drop-off patrons.

Parking facilities shall be aesthetically screened and shaded with shrubs, trees, and short walls and fences according to the requirements of the Zoning District in which the property is located.

The visual prominence of parking areas should be de-emphasized by separating parking areas into small components. The practice of placing the majority of parking areas between the building(s) de-emphasized by separating parking areas into small components. The practice of placing the majority of parking areas between the building(s) and the primary street frontage should be avoided (see page 22).

Pedestrian Orientation

pedestrian walkways should be included that directly link all parking areas with building entrances, off-site transportation facilities, established sidewalks, and adjacent public rights-of-way. They should also be consistent with uses and architecture from both a functional and aesthetic standpoint.

Outdoor pedestrian spaces should be landscaped and include such features as planters along sidewalks, pedestrian oriented signs, attractive street furniture, low-level lighting, and outdoor seating areas.

Compatibility With Surrounding Development

The placement and layout of buildings, parking areas, landscaping, exterior lighting, and other site design features should be compatible with surrounding land uses and architecture from both a functional and aesthetic standpoint.

Development should not create unattractive views for neighbors or traffic corridors. All exposed elevations maintain consistent architectural character. Service areas, trash enclosures, utility meters, and mechanical and electrical equipment should be screened from view.

Property owners are strongly encouraged to develop shared facilities such as driveways, parking areas, pedestrian walkways, and outdoor living areas to maximize usable areas and create unique design opportunities.

Setbacks for new development should consider the character of existing frontages. Setbacks deeper than the minimum required are encouraged only in order to allow for sidewalk widening or the creation of special pedestrian areas such as entryways, courtways, outdoor cafes, and other features intended to enhance the pedestrian environment.

Building Design

Architecture

Monotonous box-like structures devoid of variety and distinctiveness, and without openings and changes in wall planes are discouraged. Architectural features such as arches, raised parapets, decorated cornices, eaves, windows, balconies, entry insets, a variety of roof angles and pitches, and the inclusion of relief features in wall surfaces are strongly encouraged when tied into a comprehensive design theme.

Building Colors

The use of strong or loud colors, especially those with no tradition of local usage, should be reviewed in context with the overall aesthetics of the area.

Colors should be compatible with adjoining buildings. Color work on the side and rear walls should be compatible with the colors on the front or street side walls. Decoration and trim should be painted in order to call attention to it.

Site Planning *(Cont.)*

Building Materials

The creative use of wood, stucco, masonry (brick, stone, tile), and recycled materials are strongly encouraged.

The use of metal buildings is discouraged, unless they are designed in a creative and unique way, that meets the purpose and intent of the Design Guidelines.

Concrete block and exposed concrete are generally acceptable building materials, provided they are treated, textured, painted, and/or used in a pleasing aesthetic way consistent with the design guidelines. Materials should be selected to create compatibility between the building and adjoining buildings.

Lighting

Exterior lighting should be subdued. It should enhance building design and landscaping, as well as provide safety and security. Exterior lighting should not spill out and create glare on adjoining properties, and should not be directed towards the night sky.

Light standard heights should be predicated on the lighting need of the particular location and use. Tall lighting fixtures that illuminate large areas should be avoided.

Lighting fixtures, standards, and all exposed accessories should be harmonious with building design, and preferably historic and innovative in style. All pedestrian and building access areas should be adequately lighted to provide safety, security, and aesthetic quality.

Energy Conservation

Both active and passive solar design are encouraged. Natural ventilation and shading should be used to cool buildings whenever possible.

Sunlight should be used for direct heating and illumination whenever possible.

Solar heating equipment need not be screened, but should be as unobtrusive as possible and complement the building design. Every effort should be made to integrate solar panels into the roof design, flush with the roof slope. (see page 22).

Signs

The amount, type, and location of signage on a site shall generally comply with the requirements of the Ukiah Municipal Code. However, sign programs should be designed tastefully and in a way where the overall signage does not dominate the site.

Sandwich board signs shall conform to the requirements of the Ukiah Municipal Code, and shall be tastefully designed with subdued colors, minimal sign copy, and a creative appearance. Every sign should be designed in scale and proportion with the surrounding built environment. Signs should be designed as an integral architectural element of the building and site to which it principally relates.

The colors, materials, and lighting of every sign should be restrained and harmonious with the building and site. No sign shall be placed within the public right-of-way without the securing of an Encroachment Permit.

Fences & Walls

All sides of perimeter fencing exposed to public view should be finished in a manner compatible with a project's materials, finishes, colors, and architectural styling. Large blank fence walls, and fences and walls that create high visual barriers are strongly discouraged. All proposed unpainted wood surfaces should be treated or stained to preserve and enhance their natural colors.

No portion of a wall or fence should be used for advertising or display. No barbed wire, concertina wire, or chain link should be used as fencing material if the fence is visible from the public right-of-way. (see page 22).

All fencing and walls shall comply with the provisions of the Ukiah Municipal Code. No fencing or wall shall obstruct the sight distances of motorists, as determined by the City Engineer.

Outdoor Storage & Service Areas

Storage areas should be limited to the rear of a site, and from public view with a solid fence or wall using concrete, wood, stone, brick, or other similar material and should be screened. All outdoor storage areas and enclosures should be screened, when possible, with landscaping.

If trash and recycling areas are required in the discretionary review process, they shall be designed to harmonize with the building and landscaping, and shall be consistent with the requirements of the Ukiah Municipal Code.

Where common mailboxes are provided, they should be located close to the front entrance of building(s). The architectural character should be similar in form, materials, and colors to the surrounding buildings.

Landscaping

All landscaping shall comply with zoning code requirements. Landscaping shall be proportional to the building elevations.

Landscape plantings shall be those which grow well in Ukiah's climate without extensive irrigation. Native, habitat-friendly flowering plants are strongly encouraged.

All plantings shall be of sufficient size, health and intensity so that a viable and mature appearance can be attained in a reasonably short amount of time.

Deciduous trees shall constitute the majority of the trees proposed along the south and west building exposures; non-deciduous street species shall be restricted to areas that do not inhibit solar access on the project site or abutting properties.

All new developments shall include a landscaping coverage of twenty percent (20%) of the gross area of the parcel, unless because of the small size of a parcel, such coverage would be unreasonable. A minimum of fifty percent (50%) of the landscaped area shall be dedicated to live plantings.

Projects involving the redevelopment/reuse of existing buildings shall provide as much landscaping as feasible. Landscaping Plans shall include an automatic irrigation system and Lighting Plan. All required landscaping for commercial development projects shall be adequately maintained in a viable condition.

The Planning Director, Zoning Administrator, Planning Commission, or City Council shall have the authority to modify the required elements of a Landscaping Plan depending upon the size, scale, intensity, and location of the development project.

Parking Lots

Parking lots with twelve (12) or more parking stalls shall have a tree placed between every four (4) parking stalls with a continuous linear planting strip, rather than individual planting wells, unless clearly infeasible. Parking lot trees shall primarily be deciduous species, and shall be designed to provide a tree canopy coverage of fifty percent (50%) over all paved areas within ten (10) years of planting. Based upon the design of the parking lot, a reduced number of trees may be approved through the discretionary review process.

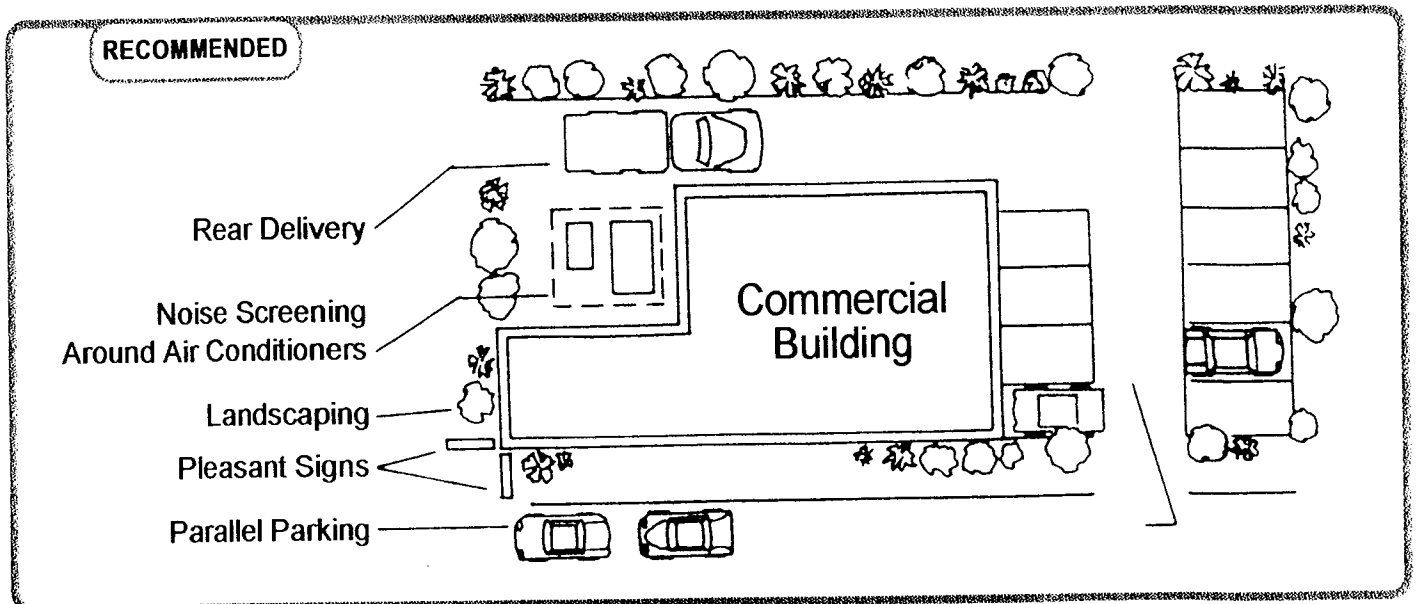
Parking lots shall have a perimeter planting strip with both trees and shrubs. The planting of lawn areas with the trees and shrubs is acceptable, provided they do not dominate the planting strips.

Parking lots with twelve (12) or more parking stalls shall have defined pedestrian sidewalks or marked pedestrian facilities within landscaped areas and/or separated from automobile travel lanes. Based upon the design of the parking lot, and the use that it is serving, relief from this requirement may be approved through the discretionary review process.

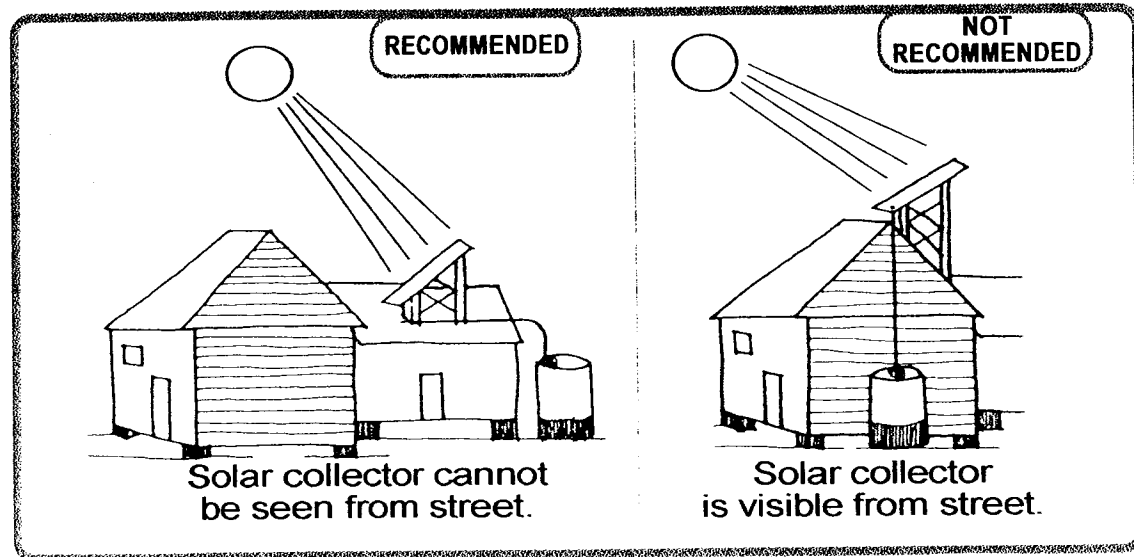
Street trees are required. They may be placed on the property proposed for development instead of within the public right-of-way if the location is approved by the City Engineer, based upon safety and maintenance factors.

Species of street trees shall be selected from the Ukiah Master Tree List with the consultation of the City staff. All street trees shall be planted consistent with the *Standard Planting Detail* on file with the City Engineer.

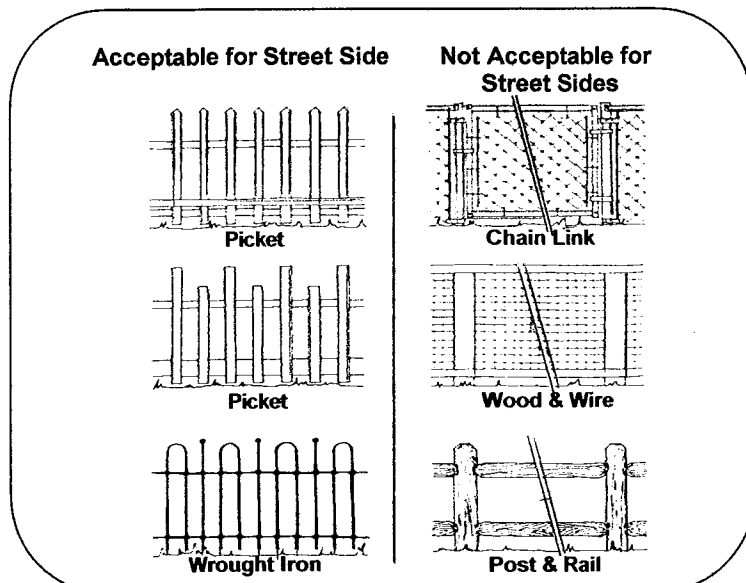
Parking- Screening



Energy Conservation- Screening Solar Equipment



Fences & Walls



Pre-Approval Considerations

Now that you have reviewed the guide, apply these questions to your proposed plans before you submit your application. If you can answer yes to all of these questions, your plans have a very good chance for approval. If you have to answer no to any of these questions, you may want to reevaluate your plans in light of the goals and criteria of the Commercial Development Guide. We encourage your design creativity and look forward to working with you.

- | | | |
|--|------------------------------|-----------------------------|
| 1.) Do your plans relate favorably to the surrounding area? | Yes ☐ | No ☐ |
| 2.) Do your plans contribute to the improvement of the overall character of the City? | Yes ☐ | No ☐ |
| 3.) Do your plans fit as much as is reasonable with the building's original design? | Yes ☐ | No ☐ |
| 4.) Are the changes or new construction proposed in your plans, visible to the public and architecturally interesting? | Yes ☐ | No ☐ |
| 5.) Does your project propose a use consistent with surrounding uses and businesses? | Yes ☐ | No ☐ |
| 6.) Are all materials proposed in your plans appropriate to the neighborhood? | Yes ☐ | No ☐ |
| 7.) Do your plans include landscaping and design to enhance the pedestrian environment? | Yes ☐ | No ☐ |
| 8.) Have your plans been designed in accordance with the guidelines set forth in this booklet? | Yes ☐ | No ☐ |
| 9.) Are you aware that Ukiah is in Seismic Zone 4 and what that means to your project? | Yes ☐ | No ☐ |

City of Ukiah - Commercial Development Design Guidelines Project Review Checklist

COMMERCIAL PROJECTS WITHIN DOWNTOWN DESIGN DISTRICT

The Planning Commission on June 27, 2007 adopted the following Checklist which is intended to assist developers, staff, policy boards and the public in determining project consistency with the *Commercial Development Design Guidelines* for the Downtown Design District. Please refer to the Guidelines for the full text and illustrations, as the Checklist does not supersede or substitute for the Guidelines. The information in parentheses provides examples of ways to achieve the desired effects, recognizing that it is impossible to reduce the art and practice of design into a checklist of individual elements.

"Architects, project designers and applicants are expected to make a strong and sincere effort to comply with the Guidelines and contribute to the improvement of the City's physical image. Project applicants, with the assistance of their architect and building designees, are expected to put forth a convincing and creative effort when planning development and designing buildings." (*Guidelines*, page 1).

Discussion of Design Elements: Applicants are requested to discuss the following issues in their project application submittal.

1. How does the project design contribute to the improvement of the City's physical image?
How does the project exhibit creativity?
2. What architectural style(s)/period is represented by the project design, if any?
3. After completing the checklist below, explain how the project complies with the various factors below.
4. Are any of the criteria below not met? If so, why not?

			COMMERCIAL PROJECTS <u>WITHIN</u> DOWNTOWN DESIGN DISTRICT
Yes	No	N/A	Yes- consistent; No- Not consistent or more information needed; N/A- not applicable
☐	☐	☐	Site features (p. 6) Site design is compatible with the natural environment, and incorporates the major existing features (<i>trees, landscaping, city creeks, riparian habitat, lot shape, size, relationship to surrounding area</i>).
☐	☐	☐	Coordination (p. 6) Facilities (<i>driveways, parking, pedestrian plazas, walkways</i>) are shared with adjacent properties (<i>maximize useable area; increase pedestrian features and landscaping; improve design</i>).
☐	☐	☐	Uses are functionally compatible (<i>offices near residential, retail with office or housing above or behind, street level businesses emphasize walk-in traffic: retail, restaurants, personal services</i>).

Yes	No	N/A	COMMERCIAL PROJECTS <u>WITHIN</u> DOWNTOWN DESIGN DISTRICT Yes- consistent; No- Not consistent or more information needed; N/A- not applicable
☐ ☐	☐ ☐	☐ ☐	Setbacks (p. 6) Setback are compatible with the character of adjacent frontages and the block. Setbacks reflect property uses; vary setbacks to enhance pedestrian scale and interest (<i>reduced setbacks enhance pedestrian views of store window displays; increased setbacks accommodate sidewalks, entries, courtyards, outdoor cafes</i>).
☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐	Pedestrian access (p. 6, 11, 14, 16) Pedestrian-friendly design and orientation is emphasized. Facilities are integrated into and compatible with architectural quality of the site and area. Pedestrian spaces are conveniently located, well-marked, safe and lighted (<i>pedestrian spaces visible for safety, low level lighting adequate for security accented to site design, spaces shaded from sun and elements, especially in parking lots</i>). Pedestrian elements are attractive and functional, to increase interest in walking and gathering in outdoor spaces (<i>landscaping, outdoor cafes, benches, seating, kiosks, displays, newsstands</i>). Walkways to parking are functional and safe (<i>walkways link parking to building entrances and other walkways; design features demark or separate walkways from traffic: textured or raised surfaces, grade variations, landscaped berms, low walls</i>).
☐ ☐ ☐	☐ ☐ ☐	☐ ☐ ☐	Parking lots (p. 6, 16) Decrease visual prominence and reduce heat island effect (<i>locate behind buildings, divide into smaller lots, avoid large unbroken expanses of paving; emphasize screening, shading, landscaping</i>). Adequate directional signage for vehicles and pedestrians. Bicycle parking close to building entries for security; covered if possible,
☐ ☐ ☐	☐ ☐ ☐	☐ ☐ ☐	Landscaping (p. 6, 16-17) Scale and nature of landscape materials is appropriate to, complements, and accents the site, building design and dimensions (<i>color accents, annual plantings, window box plantings on overhead projections, landscaping does not obscure walkways or visual corridors</i>). 20% of gross lot area landscaped / 50% live plantings. (<i>Plants are of type, spacing and sizing to reach maturity within reasonable time. Hardy, drought tolerant, low maintenance species adapted to Ukiah climate are emphasized; parking lots trees also withstand heat, pollutants. Deciduous trees on south and west. Groundcover compatible with trees. Street trees selected from Ukiah Master Tree List / plantings per Standard Planning Detail required on private lot or public right of way.</i>) Parking areas with 12 or more stalls: 1 tree per 4 stalls, continuous linear strips minimum 5 feet wide; 50% shading within 10 years; automatic irrigation systems required.
☐ ☐	☐ ☐	☐ ☐	Signs (p. 12-13) Signs are compatible with architectural character of buildings (<i>historic period, style, location, size, configuration, materials, color- harmonize with design, do not obscure architectural features</i>). Sign program minimizes visual clutter (<i>reduce large and multiple signs, sign area is minimum necessary to identify business, window signs not exceeding 25% of window</i>)

Yes	No	N/A	COMMERCIAL PROJECTS <u>WITHIN</u> DOWNTOWN DESIGN DISTRICT Yes- consistent; No- Not consistent or more information needed; N/A- not applicable
☐	☐	☐	area, sandwich boards have subdued color/minimal copy/located outside ROW, size of signs on converted residential buildings minimized, signs over public right of way: minimum 8 feet above grade). Preferred commercial sign types: Painted on band above windows on stuccoed building, painted window signs, narrow/flat signs hung from stationary canopies, flat signs flush-mounted on building fronts, projecting signs attached to building front, exposed neon tube signs integrated into building design, signs on awnings. Detached freestanding signs for structures on sidewalk line <u>not</u> allowed.
☐	☐	☐	Lighting (p. 14-16) Lighting harmonizes with site, building design, architecture and landscaping (lighting form, function, character, fixture styles, design and placement; lighting does not interfere with pedestrian movement). Lighting minimizes effects on adjacent properties, auto and pedestrian movement, and night-time sky (downcast and shielded, ground/low level, low intensity, nonglare).
☐	☐	☐	Visual appearance (p. 6-7) Buildings are visually cohesive, compatible and complementary (scale, proportion, design, style, heights, mass, setbacks). Buildings exhibit variety and distinctiveness (but avoid overly obtrusive or overly monotonous designs, or strong contrast with adjacent buildings). Buildings exhibit high quality design and construction, with functional design solutions. Site and buildings are visually attractive from neighboring properties, traffic and corridors, and public spaces (service areas and devices screened, integrated and compatible with site features; above criteria is applied to areas visible to public view; rear and side views are visually interesting, coordinated and well-maintained). Building exteriors compatible with surrounding properties (compatible or better quality, compatible with natural materials, coordinated but not the same as surrounding properties, avoid more than one vivid or bright color per building, avoid concrete block on visible exterior walls: if used then creative design and surface treatments required).
☐	☐	☐	Reconstruction, repair, alterations (p. 7) Preserve original character of site (use original materials present on the site, avoid damage to brick surfaces or match original character if brick must be replaced, preserve original character of residential site if converted to commercial use). Protect historical structures and sites ^(Note 1); indicate applicability of State Historic Building Code, address pre-1972 construction and unreinforced masonry issues.
☐	☐	☐	Roofs and rooflines (p. 8) Roofs and rooflines visually compatible with building design and surrounding area (roof and rooflines compatibility; diverse parapet wall shapes, consistent historical roof forms and decorations, neutral roof colors; form, color and texture are integral part of building design; rooftop apparatus screened).
☐	☐	☐	Facades and entryways (p. 8- 11) Facades are varied and articulated (cornice lines, parapets, eaves, cloth awnings, balconies, signs, entry insets, trellises, overhangs, planter boxes, 3-dimensional articulation; avoid long, straight facades without change in planes or openings, maximize

Yes	No	N/A	COMMERCIAL PROJECTS <u>WITHIN</u> DOWNTOWN DESIGN DISTRICT
			<i>windows along commercial frontage; building entryways have strong architectural definition)</i>
☐	☐	☐	Facade improvements are compatible with historical background.
☐	☐	☐	Rear and side entries and elevations are attractive and visually coordinated with others within same viewshed.
			Maintenance (p. 7)
☐	☐	☐	Demonstrate consideration of site and building maintenance.

Note 1: Architectural and Historical Resources Inventory Report, Ukiah California 1984-1985 – available at City of Ukiah; also documents at Held-Poage Memorial Home and Library, 603 W. Perkins Street.

Other Considerations

A variety of site and building design issues have increased in importance to the public and policy boards since the Guidelines were written in the early/mid 1990s. Some of those are expressed below. The Checklist will be modified from time to time.

Yes	No	N/A	OTHER CONSIDERATIONS
			Walkable and bikeable communities
☐	☐	☐	The project provides connections for walkers and bicyclists to the surrounding community (<i>provides walking/biking facilities on the site, connects to nearly walking/biking facilities, provides shortcuts for walkers/bikers, project is located within 1/4-1/2 of other places to walk</i>).
☐	☐	☐	Sidewalks provide are convenient and safe access (<i>sidewalks sufficiently wide, without obstruction; curbs, shade, lighting provided; buffers between walkers and traffic provided; safe and direct street crossings for walkers</i>).
☐	☐	☐	Entrances provide convenient access (<i>entrances adjacent to street, minimal setback, routes and accessways are well marked, sidewalks provided uninterrupted access to entrances, safe bike parking is located close to entrances</i>).
			Green building (incorporating green building elements)*
☐	☐	☐	Sustainable site
☐	☐	☐	Water efficiency
☐	☐	☐	Energy
☐	☐	☐	Materials and resources
☐	☐	☐	Indoor environmental quality
			Visitability and universal design (<i>the site and its elements are accessible to people at differing stages, ages and circumstances of life: accessible primary and interior entrance and routes, accessible kitchen and bath space and devices, for dwellings-accessible bedroom, common room, and devices</i>).

* See Green Building Council LEED and other guidelines for detailed measures:

<http://www.usgbc.org/DisplayPage.aspx?CategoryID=19>

<http://www.nrdc.org/buildinggreen/strategies>

City of Ukiah - Commercial Development Design Guidelines Project Review Checklist

COMMERCIAL PROJECTS OUTSIDE DOWNTOWN DESIGN DISTRICT

The Planning Commission on June 27, 2007 adopted the following Checklist which is intended to assist developers, staff, policy boards and the public in determining project consistency with the *Commercial Development Design Guidelines*. Please refer to the Guidelines for the full text and illustrations, as the Checklist does not supersede or substitute for the Guidelines. The information in parentheses provides examples of ways to achieve the desired effects, recognizing that it is impossible to reduce the art and practice of design into a checklist of individual elements.

"Architects, project designers and applicants are expected to make a strong and sincere effort to comply with the Guidelines and contribute to the improvement of the City's physical image. Project applicants, with the assistance of their architect and building designees, are expected to put forth a convincing and creative effort when planning development and designing buildings." (*Guidelines*, page 1).

Discussion of Design Elements: Applicants are requested to discuss the following issues in their project application submittal.

1. How does the project design contribute to the improvement of the City's physical image?
How does the project exhibit creativity?
2. What architectural style(s)/period is represented by the project design, if any?
3. After completing the checklist below, explain how the project complies with the various factors below.
4. Are any of the criteria below not met? If so, why not?

COMMERCIAL PROJECTS <u>OUTSIDE</u> DOWNTOWN DESIGN DISTRICT			
Yes	No	N/A	Yes- consistent; No- Not consistent or more information needed; N/A- not applicable
☐	☐	☐	Site features (p. 19) Site design is compatible with the natural environment, and incorporates the major existing features (<i>trees, landscaping, city creeks, riparian habitat, lot shape, size, relationship to surrounding area</i>).
☐	☐	☐	Coordination (p. 20) Facilities are shared and coordinated with adjacent properties. ☐ Setbacks are compatible with character of adjacent frontages. ☐ Setbacks are minimized to enhance the pedestrian environment.
☐	☐	☐	Pedestrian access (p. 19) Site has pedestrian orientation, consistent with uses, design and architecture. ☐ Pedestrian elements are attractive and functional (<i>walkways link parking to building entrances and other walkways; planters, street furniture, outdoor seating, pedestrian oriented signs, low level lighting provided</i>).

Yes	No	N/A	COMMERCIAL PROJECTS <u>OUTSIDE</u> DOWNTOWN DESIGN DISTRICT Yes- consistent; No- Not consistent or more information needed; N/A- not applicable
☐	☐	☐	Parking areas with 12 or more stalls: defined sidewalk or marked pedestrian facilities in landscaped areas or separated from traffic lanes required.
☐	☐	☐	Parking lots (p. 22) Decrease visual prominence and reduce heat island effect (<i>locate behind buildings, divide into smaller lots, avoid large unbroken expanses of paving; emphasize screening, shading, landscaping</i>).
☐	☐	☐	Landscaping (p. 22) Scale and nature of landscape materials is appropriate to the site and structures. 20% of gross lot area landscaped / 50% live plantings; landscape redevelopment or reuse projects to extent feasible (<i>Plants are of type, spacing and sizing to reach maturity within reasonable time. Hardy, drought tolerant, low maintenance species adapted to Ukiah climate are emphasized, parking lots trees also withstand heat, pollutants. Deciduous trees used on south and west. Automatic irrigation required for new commercial development. Street trees selected from Ukiah Master Tree List / plantings per Standard Planning Detail required on private lot or public right of way.</i>)
☐	☐	☐	Parking areas with 12 or more stalls: 1 tree per 4 stalls within continuous linear strips. Perimeter planting strips use trees and shrubs. Focus on deciduous trees achieving 50% shading within 10 years.
☐	☐	☐	Parking lots generally: Perimeter planting strips, Street trees selected from Ukiah Master Tree List required.
☐	☐	☐	Signs (p. 21) Signs are compatible with architectural character of buildings (<i>signage does not dominate site, uses compatible colors and material, lighting is restrained and harmonious, sandwich boards are creative/subdued color/minimal copy</i>).
☐	☐	☐	Lighting (p. 20) Lighting harmonizes with site, building design, architecture and landscaping (<i>lighting form, function, character, fixture styles, design and placement; lighting does not interfere with pedestrian movement</i>).
☐	☐	☐	Energy conservation (p. 21) Active and passive solar and other renewable energy design and devices are used (<i>building orientation, landscaping, lighting, heating and cooling, photovoltaic system-ready or installed</i>).
☐	☐	☐	Devices are unobtrusive and complement design (<i>solar panels flush with roof</i>).
☐	☐	☐	Visual appearance (p. 20) Buildings are visually cohesive, compatible and complementary (<i>scale, proportion, design, style, heights, mass, setbacks</i>).
☐	☐	☐	Buildings exhibit variety and distinctiveness (<i>but avoid overly obtrusive or overly monotonous designs, or strong contrast with adjacent buildings, creative use of natural and recycled materials; metal discouraged unless creative and consistent with Guidelines</i>)
☐	☐	☐	Variety of architectural features encouraged tied to comprehensive design theme (<i>arches, raised parapets, cornices, eaves, windows, balconies, entry insets, roof angles and pitches, wall relief features</i>).
☐	☐	☐	Building exteriors compatible with surrounding properties (<i>compatible materials, colors, quality, coordinated but not the same as surrounding properties, avoid strong or</i>

Yes	No	N/A	COMMERCIAL PROJECTS <u>OUTSIDE</u> DOWNTOWN DESIGN DISTRICT Yes- consistent; No- Not consistent or more information needed; N/A- not applicable
☐	☐	☐	<i>vivid colors unless they fit within local context, concrete block/exposed concrete on visible walls finished in aesthetic manner).</i>
☐	☐	☐	Visible fences compatible with project and visually attractive (<i>compatible colors, materials, styles; wire fences, high barriers and use for advertising discouraged</i>).
☐	☐	☐	Site and buildings are visually attractive from neighboring properties, traffic and corridors, and public spaces (<i>service areas and devices screened, integrated and compatible with site features; common mailboxes architecturally consistent and located close to building; above criteria is applied to areas visible to public view; rear and side views are visually interesting, coordinated and well-maintained</i>).
☐	☐	☐	Maintenance (p. 22) Demonstrate consideration of site and building maintenance.

Other Considerations

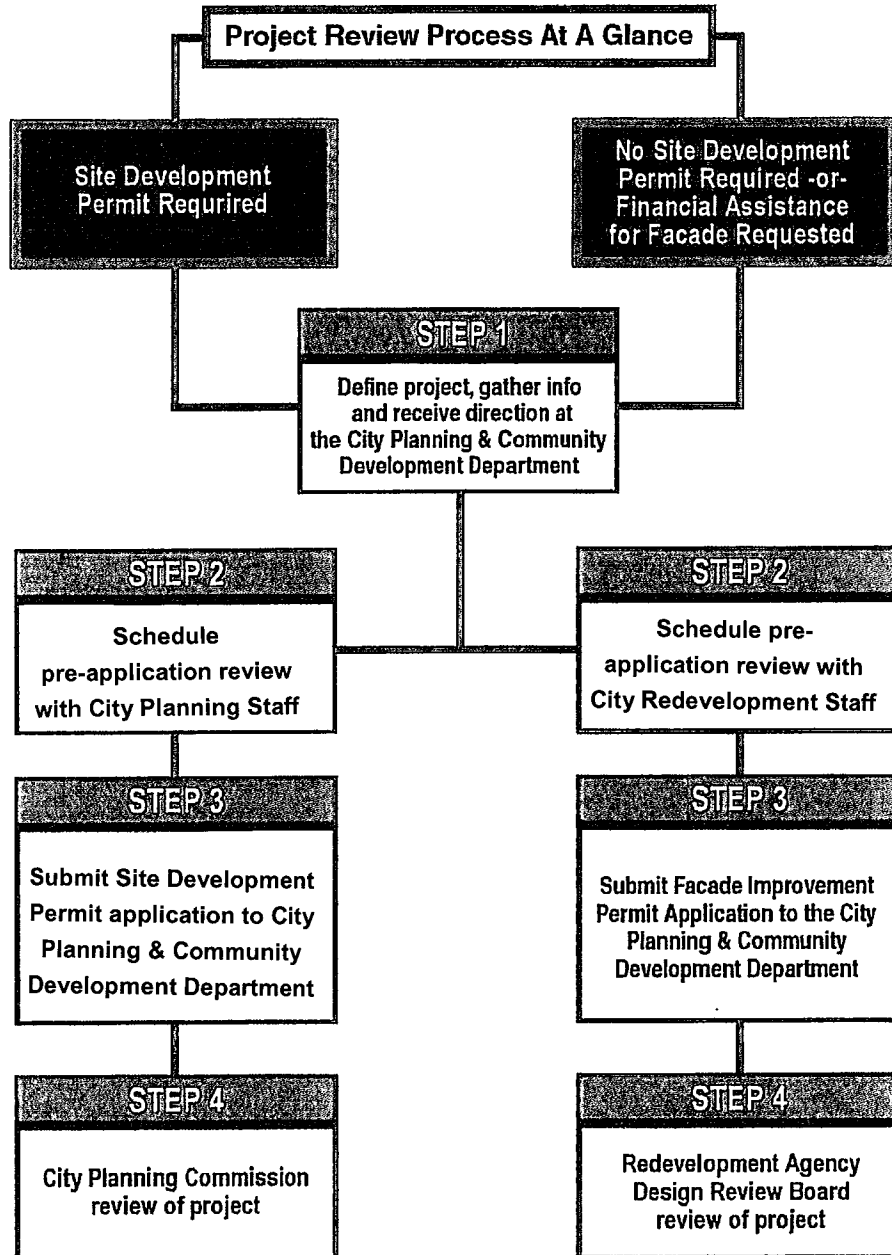
A variety of site and building design issues have increased in importance to the public and policy boards since the Guidelines were written in the early/mid 1990s. Some of those are expressed below. The Checklist will be modified from time to time.

Yes	No	N/A	OTHER CONSIDERATIONS
☐	☐	☐	Walkable and bikeable communities The project provides connections for walkers and bicyclists to the surrounding community (<i>provides walking/biking facilities on the site, connects to nearly walking/biking facilities, provides shortcuts for walkers/bikers, project is located within 1/4-1/2 of other places to walk</i>).
☐	☐	☐	Sidewalks provide are convenient and safe access (<i>sidewalks sufficiently wide, without obstruction; curbs, shade, lighting provided; buffers between walkers and traffic provided; safe and direct street crossings for walkers</i>).
☐	☐	☐	Entrances provide convenient access (<i>entrances adjacent to street, minimal setback, routes and accessways are well marked, sidewalks provided uninterrupted access to entrances, safe bike parking is located close to entrances</i>).
☐	☐	☐	Green building (incorporating green building elements)* Sustainable site
☐	☐	☐	Water efficiency
☐	☐	☐	Energy
☐	☐	☐	Materials and resources
☐	☐	☐	Indoor environmental quality
☐	☐	☐	Visitability and universal design (<i>the site and its elements are accessible to people at differing stages, ages and circumstances of life: accessible primary and interior entrance and routes, accessible kitchen and bath space and devices, for dwellings-accessible bedroom, common room, and devices</i>).

* See Green Building Council LEED and other guidelines for detailed measures:

<http://www.usgbc.org/DisplayPage.aspx?CategoryID=19> * <http://www.nrdc.org/buildinggreen/strategies>

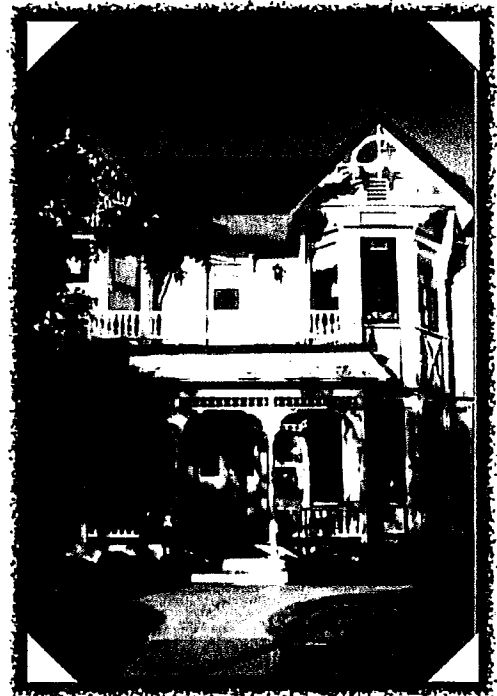
Project Review Process Flow Chart



Local Examples of Desirable Design Elements

Residential Conversion

Example 1



Residential Conversion

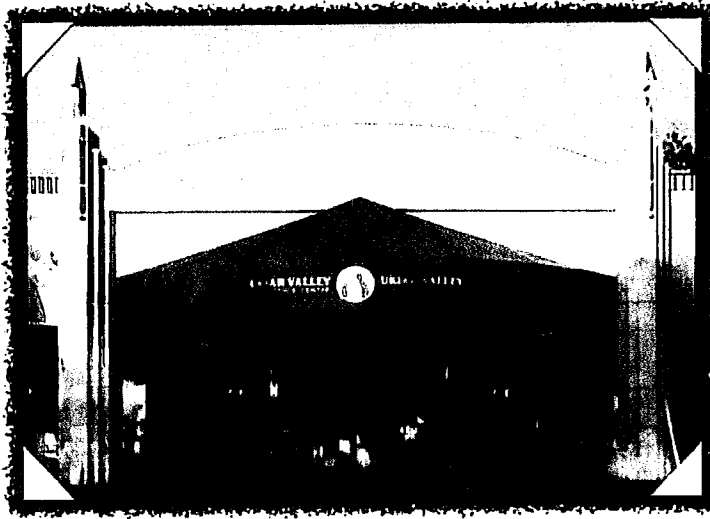
Example 2



Residential Conversion

Example 3

Local Examples of Desirable Design Elements



*Ukiah Valley
Conference Center*



*Saint Mary's
Catholic Church*



*Beverly's Fabric
and Crafts Store*
