
City of Susanville
66 N. Lassen Street • Susanville CA
Mendy Schuster, Mayor
Russ Brown, Mayor pro tem
Curtis Bortle • Patrick Parrish • Dawn Miller

Susanville City Council
Regular Council Meeting • City Council Chambers
Wednesday, April 15, 2026 – 4:30 PM

Call to Order
Roll Call

1. **Approval of Agenda:** (Additions and/or Deletions)
2. **Public Comment Regarding Closed Session Items (if any):** Any person may address the City Council at this time upon any subject for discussion during Closed Session.
 - A. A. Public Employment - pursuant to Government Code §54957
 1. Public Safety Chief
4. **Return to Open Session:** (recess if necessary)
 - Reconvene in open session at 5:00 PM
 - Pledge of Allegiance
 - Invocation
 - Report any changes to agenda
 - Report any action out of Closed Session
 - Awards or Presentations by the City Council
5. **Business from the Floor:** Any person may address the City Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting. **Presentations are subject to a three-minute limit.**
6. **Consent Calendar:** All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.
 - 6.A. Minutes of the City Council April 1, 2026 regular meeting
 - 6.B. Vendor and Payroll Warrants
 - 6.C. Consider **Resolution No. 26-6530**, authorizing a 2.68% increase to the Administrative Bargaining Unit Salary Matrix effective July 1, 2026, through and including June 30, 2027
7. **Public Hearings:**
 - 7.A. Consider **Resolution No. 26-6533** Initiating the Annexation of APN 107-280-017 and Adjacent Public Right of Way Along State Route 36 from the Property Line Across the Highway Into the City Limits of Susanville and Authorizing the City Manager to Submit an

Application for Annexation of the Parcel to the Lassen Local Agency Formation Commission, **Resolution No. 26-6534** Amending the General Plan to Redesignate APN# 107-280-017 to General Commercial/Shopping Center

- 7.B. Consider **Resolution No. 26-6525**, upholding the administrative citations issued against 602 Main St. (APN: 103-303-002-000)
- 7.C. Consider **Resolution No. 26-6527**, approving recordation of a lien for unpaid administrative penalties issued against 1101 Arnold Street (APN:103-232-007-000)
- 7.D. Consider **Resolution No. 26-6528**, confirming a cost report of abatement and incidental expenses incurred by the City of Susanville for the execution of Nuisance Abatement Order NA-2025-001 at 17 Orange Street (APN: 107-152-011-000)

8. Council Discussion/Announcements:

9. New Business:

- 9.A. Consider **Resolution No. 26-6529**, authorizing the releasing of Tuscorora natural gas pipeline capacity to IGI Resources (IGI) until April 30, 2029, and further authorizing the City Manager to execute two updated agreements with IGI including the proposed Asset Management Agreement and the consolidated Transaction Agreement.
- 9.B. Consider **Resolution No. 26-6531**, authorizing the Finance Director to increase the Golf Course budget by \$5,000 for replacement of pressure relief valve
- 9.C. Consider **Resolution No. 26-6532**, awarding bid to All Season Heating and Air Inc. for the 2026 HVAC Renovation Susanville Fire Station Project Number 26-01.

10. Planning Commission:

- 10.A. **Public Hearing - Loves Travel Stop**
Consider **PC Resolution No. 26-1200**, Certifying the Final Environmental Impact Report for the Susanville Travel Stop Project, **PC Resolution No. 26-1201**, Recommending the City Council amend the General Plan Map to Redesignate APN#107-280-017 to General Commercial/Shopping Center, **PC Resolution No. 26-1202**, Approving Architectural and Site Plan Review, Use Permit, and Sign Permit Together with Making Findings of Fact and Adopting a Mitigation Monitoring and Reporting Program for the Love's Travel Stop Project (APN 107-280-017)

11. Susanville Community Redevelopment Agency - no business:

12. Susanville Municipal Energy Corporation - no business:

13. Continuing Business:

14. City Manager's Reports :

- 14.A. Department Reports - Fire Department

15. Future Council Items:

- 15.A. Future Council Items

16. Adjournment:

- The next regular meeting of the Susanville City Council will be held on May 6, 2026 at 4:30PM.

Reports and documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours and at the meeting. These reports and documents are also available at the City's website www.cityofsusanville.gov, unless there were systems problems posting to the website.

Accessibility: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.

I, Heidi Whitlock, certify that I caused to be posted notice of the regular meeting scheduled for April 15, 2026 in the areas designated on April 10, 2026.

Agenda Item No. 6.A.
Agenda Item

City Council Agenda Item

Submitted By: Heidi Whitlock, City Clerk

Action Date: April 15, 2026

Subject: Minutes of the City Council April 1, 2026 regular meeting

Presented By: Heidi Whitlock, City Clerk

Summary: Attached for the Council's review and approval are the minutes of the April 1, 2026 regular meeting.

Fiscal Impact: None.

Action Requested: Motion to recieve and file the minutes of the April 1, 2026 regular meeting.

Attachments:

1. 20260401.cc.min

Susanville City Council
Regular Council Meeting Minutes
Wednesday, April 1, 2026 – 4:30 PM

Meeting called to order at 4:31PM.

Council Members in attendance: Schuster, Brown, Parrish, Bortle, & Miller

1. Approval of Agenda: (Additions and/or Deletions)

Agenda was approved with one modification moving item 9C to the top of new business.

MOVER:	Council Member Dawn Miller
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

2. Public Comment Regarding Closed Session Items (if any): No comments.

The City Council convened in Closed Session at 4:32PM to discuss the items below.

- A. A. Public Employment - pursuant to Government Code §54957
 - 1. Public Safety Chief

4. Return to Open Session: (recess if necessary)

- Reconvene in open session at 5:02 PM
- Pledge of Allegiance
- Invocation
- Report any changes to agenda

Dan Newton, City Manager, stated that prior to meeting in closed session, the Council approved the agenda with one change including moving item 9C will be heard prior to 9A.

- Report any action out of Closed Session

Mr. Newton stated that Council met in Closed Session prior to open session. Council recessed and will reconvene in closed following open session.

- Awards or Presentations by the City Council

5. Business from the Floor:

Lassen High School Swim Team members addressed the Council and thanked them for the previous years of support.

6. Consent Calendar:

MOVER:	Council Member Curtis Bortle
SECONDER:	Mayor Pro Tem Russ Brown
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

6.A. Minutes of the City Council March 18, 2026 regular meeting

6.B. Vendor and Payroll Warrants

7. Public Hearings: No business.

8. Council Discussion/Announcements:

Council Member Bortle offered a Land Acknowledgement Statement.

9. New Business: Item 9C was heard prior to 9A.

9.A. Consider **Resolution No. 26-6521**, approving the temporary closure of River Street from South Fairfield Drive to the entrance to Pat Murphy Little League Park, and South Fairfield Drive from River Street to the Midtown South Alley, in Support of the Susanville Little League Opening Day Parade on April 18, 2026, from 8:00 a.m. to 11:00 a.m.

Erik Edholm, Acting Public Works Director, provided an explanation of the item and requested Council approval of Resolution No. 26-6521.

MOVER:	Council Member Curtis Bortle
SECONDER:	Council Member Dawn Miller
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

- 9.B. Consider **Resolution No. 26-6522**, authorizing the Finance Director to increase various fund budgets to facilitate airport, street, park, and water system improvements and operational needs

Mr. Edholm provided an explanation of the item and requested Council approval of Resolution No. 26-6522.

MOVER:	Council Member Curtis Bortle
SECONDER:	Council Member Dawn Miller
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

- 9.C. Discussion regarding sign regulations (SMC Chapter 17.128)

Mr. Edholm provided an explanation of the code and offered information on where to go for clarification if needed.

Council Member Bortle inquired as to the process to get a sign, to which Mr. Edholm responded with the permit process also addressing some of the fees.

Josh, pastor and member of the public, talked about the change of signage at his church, including the previous change out and what would be required to add another sign in the future. He suggested providing some grace to current business owners with the charges due to the current economic state of Susanville.

Brian Haynes, a business owner, stated his concerns with the sign ordinance as his sign was put up four years ago and just recently received a letter regarding the sign. He also requested consideration to waive the fees for small businesses.

Council Member Parrish inquired whether the rules were easy to access, or if the city was just being more strict.

Mr. Newton provided information regarding the courtesy notice that was sent out to everyone to start the discussion process and stated that there were no actions taken, just notice provided.

Council Member Bortle inquired about how involved Caltrans was regarding the signage, to which Mr. Edholm responded that it depends on the sign and whether it is in Caltrans right-a-way.

Mayor pro tem Brown stated that the Council has to support staff who are doing their jobs but, that Council also has to support businesses. He suggested bringing the item back to discuss the code.

Mayor Schuster agreed with Mayor pro tem Brown that the code should come back for possible

changes. She added that flags, decals, etc... should be addressed.

Council Member Miller requested more information related to the cost of some signs over banners or flags, as well as additional information.

Mr. Edholm mentioned the need to address temporary signage as there needed to be more clarification. To determine if any signs would be exempt from the code, etc.

Direction was provided to staff to bring back a discussion item to include decals, banners, flags, etc. Mr. Newton discussed expanding the definitions to include the decals, the flags, removable sandwich boards, etc. A request was made to "exempt" the flags from the permit process. Mr. Newton clarified that Caltrans could still come in and request it.

- 9.D. Consider **Resolution No. 26-6523**, approving the Acting Public Works Director to submit a request to the Lassen County Transportation Commission for allocation of Transportation Development Act (TDA) Local Transportation Fund (LTF) monies in the amount of \$131,715 for local streets and roads purposes.

Mr. Edholm provided an explanation of the item and requested Council approval of Resolution No. 26-6523.

MOVER:	Council Member Curtis Bortle
SECONDER:	Council Member Patrick Parrish
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

- 9.E. Consider **Resolution No. 26-6524**, Approving and authorizing the mayor to execute Addendum #2 to the Agreement for Professional Auditing Services with Van Lant & Fankhanel, LLP

Chandra Jabbs, Finance Director, provided an explanation of the item and requested Council approval of Resolution No. 26-6524.

MOVER:	Council Member Dawn Miller
SECONDER:	Council Member Curtis Bortle
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None

RESULT:	Passed
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10. Planning Commission: No business:

11. Susanville Community Redevelopment Agency: No business.

12. Susanville Municipal Energy Corporation: No business.

13. Continuing Business:

13.A. Discussion regarding Memorial Ball Park Grandstand Fire Emergency Operations
Mr. Newton provided an explanation of the item and requested council direction.

Frank Avilla, LCC Baseball coach, thanked city staff and his baseball team after the additional emergency that occurred on Sunday and everyone's efforts to get the field fixed.

Roxanna Haynes, LCC, voiced her appreciation for all the City has done and requested if costs were pursued due to the issues with the contractors that required the moving of games.

The Council motioned to continue with the emergency at this time.

MOVER:	Council Member Curtis Bortle
SECONDER:	Mayor Pro Tem Russ Brown
AYES:	Mayor Mendy Schuster, Mayor Pro Tem Russ Brown, Council Member Patrick Parrish, Council Member Curtis Bortle, Council Member Dawn Miller
NAYS:	None
RESULT:	Passed

14. City Manager's Reports:

14.A. Department Reports - Fire Department

Mr. Newton requested the update to be moved to the next meeting to which the Council agreed.

15. Future Council Items:

15.A. Future Council Items

Mr. Newton provided an explanation of the item and requested council input. No additional items were requested.

Open session ended at 6:38PM.

Council reconvened in closed session at 6:48PM.

Council reconvened in open session at 7:33PM.

Mr. Newton stated that Council reconvened in closed session to continue discussion. Direction was provided to staff with no reportable action taken.

16. Adjournment:

Council adjourned the meeting at 7:36PM.

- **The next regular meeting of the Susanville City Council will be held on April 15, 2026 at 4:30 PM.**

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: _____

City Council Agenda Item

Submitted By: Jenny Galindo, Account Technician II

Action Date: April 15, 2026

Subject: Vendor and Payroll Warrants

Presented By: Chandra Jabbs, Finance Director

Summary: Warrants dated March 19, 2026 through April 1, 2026 numbered 226068 – 226102 and 226105 - 226139.

Fiscal Impact: Accounts Payable warrants totaling \$129,749.92, plus \$269,012.09 in Payroll warrants, for a total of \$398,762.01.

Action Requested: Motion to file and receive.

Attachments:

1. 03-19-2026
2. 03-26-2026
3. 04-01-2026

Report Criteria:

Report type: GL detail

Check Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
03/26	03/19/2026	226068	9475	49ER COMMUNICATIONS	PORTABLE RADIOS- FD	9R-1000020	1	1010-422-10-44	RADIOS - REPAIR & MAINTENA	2,843.27	2,843.27
Total 9R-1000020:										2,843.27	2,843.27
03/26	03/19/2026	226068	9475	49ER COMMUNICATIONS	REPAIR & MAINT RADIOS-FD	9R-1000264	1	1010-422-10-44	RADIOS - REPAIR & MAINTENA	2,651.47	2,651.47
Total 9R-1000264:										2,651.47	2,651.47
03/26	03/19/2026	226069	1231	ASBURY ENVIRONMENT	PARTS WASHER SERVICE/REN	I500-01341075	1	7401-430-62-44	REPAIR AND MAINT-VEHICLE	45.10	45.10
03/26	03/19/2026	226069	1231	ASBURY ENVIRONMENT	PARTS WASHER SERVICE/REN	I500-01341075	2	7110-430-42-44	REPAIR AND MAINTENANCE-VE	45.10	45.10
03/26	03/19/2026	226069	1231	ASBURY ENVIRONMENT	PARTS WASHER SERVICE/REN	I500-01341075	3	2005-431-20-44	REPAIR AND MAINTENANCE VE	45.11	45.11
Total I500-01341075:										135.31	135.31
03/26	03/19/2026	226070	10390	AUTOZONE PARTS INC	AA PROTECTANT WIP - STREET	04015752609	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	14.68	14.68
Total 04015752609:										14.68	14.68
03/26	03/19/2026	226071	11171	BEFORE THE MOVIE INC	ON-SCREEN ADVERTISING-GA	57835	1	7401-430-62-45	ADVERTISING	408.00	408.00
Total 57835:										408.00	408.00
03/26	03/19/2026	226072	11576		JANITORIAL SERVICE-PD	001	1	1009-421-10-44	CUSTODIAL	700.00	700.00
Total 001:										700.00	700.00
03/26	03/19/2026	226073	98	CALIFORNIA ASSOCIATI	DUES AND MEMBERSHIP 04/26-	APRIL 2026 BILLING	1	7630-411-40-45	INSUR.FIRE SALARY PROTECTI	236.00	236.00
Total APRIL 2026 BILLING:										236.00	236.00
03/26	03/19/2026	226074	11578		REFUND GAS DEPOSIT	10203184707	1	7401-2228-000	DEPOSITS-CUSTOMER	26.10	26.10
Total 10203184707:										26.10	26.10
03/26	03/19/2026	226075	161	CSK AUTO INC	BATTERY- STREETS SB1	2740-232091	1	2005-431-20-44	REPAIR AND MAINTENANCE VE	352.95	352.95

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 2740-232091:										352.95	352.95
03/26	03/19/2026	226076	10670	CURRENT ELECTRIC & A	SECURITY SYSTEM MONITORI	054841	1	7620-430-10-43	PROFESSIONAL SVCS	144.00	144.00
Total 054841:										144.00	144.00
03/26	03/19/2026	226076	10670	CURRENT ELECTRIC & A	CODE CHANGE- GC	055268	1	7530-451-52-43	TECHNICAL SERVICES	65.00	65.00
Total 055268:										65.00	65.00
03/26	03/19/2026	226077	219	ED STAUB & SONS PETR	175.10 GAL PROPANE-GC	13855092.01	1	7530-451-52-46	PROPANE	435.15	435.15
Total 13855092.01:										435.15	435.15
03/26	03/19/2026	226078	1484	EDGES ELECTRICAL GR	MILW 3650-21P IMPACT DRIVER	S6617800.002	1	7620-430-10-44	REPAIR AND MAINTENANCE-VE	107.17	107.17
Total S6617800.002:										107.17	107.17
03/26	03/19/2026	226078	1484	EDGES ELECTRICAL GR	FACILITY-REPAIR & MAINTENA	S6635579.001	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	43.98	43.98
Total S6635579.001:										43.98	43.98
03/26	03/19/2026	226078	1484	EDGES ELECTRICAL GR	FACILITY-REPAIR & MAINTENA	S6644087.001	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	52.45	52.45
Total S6644087.001:										52.45	52.45
03/26	03/19/2026	226078	1484	EDGES ELECTRICAL GR	SUPPLIES-PW	S6666989.001	1	7620-430-10-46	SUPPLIES-GENERAL	5.00	5.00
Total S6666989.001:										5.00	5.00
03/26	03/19/2026	226078	1484	EDGES ELECTRICAL GR	ELE RV&B BLUE 45PC STAKON	S6668579.001	1	7110-430-42-46	SUPPLIES-GENERAL	34.96	34.96
Total S6668579.001:										34.96	34.96
03/26	03/19/2026	226078	1484	EDGES ELECTRICAL GR	INT-MAT WP1000C WP GFCI RC	S6670120.001	1	7620-430-10-44	REPAIR AND MAINTENANCE-FA	82.70	82.70
Total S6670120.001:										82.70	82.70

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
03/26	03/19/2026	226078	1484	EDGES ELECTRICAL GR	SUPPLIES- WATER	S6673641.001.01	1	7110-430-42-46	SUPPLIES-GENERAL	18.19	18.19
Total S6673641.001.01:										18.19	18.19
03/26	03/19/2026	226079	1033	FGL ENVIRONMENTAL	WATER SAMPLING- GC	579791A	1	7530-451-52-43	PROFESSIONAL SERVICES	39.00	39.00
Total 579791A:										39.00	39.00
03/26	03/19/2026	226079	1033	FGL ENVIRONMENTAL	WATER SAMPLING- GC	579878A	1	7530-451-52-43	PROFESSIONAL SERVICES	85.00	85.00
Total 579878A:										85.00	85.00
03/26	03/19/2026	226079	1033	FGL ENVIRONMENTAL	WATER SAMPLING- GC	579879A	1	7530-451-52-43	PROFESSIONAL SERVICES	39.00	39.00
Total 579879A:										39.00	39.00
03/26	03/19/2026	226079	1033	FGL ENVIRONMENTAL	WATER SAMPLING- GC	590963A	1	7530-451-52-43	PROFESSIONAL SERVICES	39.00	39.00
Total 590963A:										39.00	39.00
03/26	03/19/2026	226079	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	591790A	1	7110-430-42-43	PROFESSIONAL SVCS	844.00	844.00
Total 591790A:										844.00	844.00
03/26	03/19/2026	226079	1033	FGL ENVIRONMENTAL	WATER SAMPLING- GC	591880A	1	7530-451-52-43	PROFESSIONAL SERVICES	39.00	39.00
Total 591880A:										39.00	39.00
03/26	03/19/2026	226079	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	670447A	1	7110-430-42-43	PROFESSIONAL SVCS	249.00	249.00
Total 670447A:										249.00	249.00
03/26	03/19/2026	226079	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	670563A	1	7110-430-42-43	PROFESSIONAL SVCS	150.00	150.00
Total 670563A:										150.00	150.00
03/26	03/19/2026	226079	1033	FGL ENVIRONMENTAL	WATER SAMPLING-WATER	671206A	1	7110-430-42-43	PROFESSIONAL SVCS	125.00	125.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 671206A:										125.00	125.00
03/26	03/19/2026	226080	257	FOREST OFFICE EQUIPM	COPIES-WATER	SV010960	1	7110-430-42-43	TECHNICAL SVCS	44.08	44.08
03/26	03/19/2026	226080	257	FOREST OFFICE EQUIPM	COPIES-GAS	SV010960	2	7401-430-62-43	TECHNICAL SVCS	44.08	44.08
Total SV010960:										88.16	88.16
03/26	03/19/2026	226081	265	FRONTIER	251-0015-PD	0015 030826	1	1009-421-10-45	COMMUNICATIONS	80.83	80.83
Total 0015 030826:										80.83	80.83
03/26	03/19/2026	226081	265	FRONTIER	257-2521- GOLF COURSE	2521 030126	1	7530-451-52-45	COMMUNICATIONS	112.47-	112.47-
Total 2521 030126:										112.47-	112.47-
03/26	03/19/2026	226081	265	FRONTIER	257-2960 HVAC/ELEVATOR LINE	2960 030526	1	1000-417-10-45	COMMUNICATIONS	292.56	292.56
Total 2960 030526:										292.56	292.56
03/26	03/19/2026	226081	265	FRONTIER	257-3292 MUSEUM	3292 031026	1	1011-451-80-45	COMMUNICATION	159.58	159.58
Total 3292 031026:										159.58	159.58
03/26	03/19/2026	226081	265	FRONTIER	257-7098- GAS	7098 030126	1	7401-430-62-45	COMMUNICATIONS	117.98	117.98
Total 7098 030126:										117.98	117.98
03/26	03/19/2026	226082	1289	FULL SPECTRUM INC	SCADA AGREEMENT PER RES	20251219_1	1	7114-430-55-43	PROFESSIONAL SVCS	11,780.00	11,780.00
Total 20251219_1:										11,780.00	11,780.00
03/26	03/19/2026	226082	1289	FULL SPECTRUM INC	SCADA UPGRADE 20251215-GA	20251219_3	1	7401-430-62-43	PROFESSIONAL SVCS	2,945.00	2,945.00
Total 20251219_3:										2,945.00	2,945.00
03/26	03/19/2026	226082	1289	FULL SPECTRUM INC	SCADA AGREEMENT PER RES	20260223_1	1	7114-430-55-43	PROFESSIONAL SVCS	28,130.00	28,130.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 20260223_1:										28,130.00	28,130.00
03/26	03/19/2026	226082	1289	FULL SPECTRUM INC	SCADA UPGRADE (PROPOSAL	20260223_2	1	7401-430-62-43	PROFESSIONAL SVCS	1,957.50	1,957.50
Total 20260223_2:										1,957.50	1,957.50
03/26	03/19/2026	226083	10995	INLAND SUPPLY CO INC	33X39 LINER GREEN 1.3MIL-PA	1115564	1	1011-452-20-46	SUPPLIES-GENERAL	726.84	726.84
Total 1115564:										726.84	726.84
03/26	03/19/2026	226084	1362	IRON MOUNTAIN INFO. M	PROFESSIONAL SERVICES-PD	KWJK021	1	1009-421-10-43	PROFESSIONAL SERVICES	138.12	138.12
Total KWJK021:										138.12	138.12
03/26	03/19/2026	226085	10729		REEL SHARPENING MOWERS	1733	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	4,150.00	4,150.00
Total 1733:										4,150.00	4,150.00
03/26	03/19/2026	226086	411	LASSEN MOTOR PARTS	1 YR WTY BAT (C6,BR1)-WATER	485324	1	7110-430-42-46	SUPPLIES-GENERAL	139.47	139.47
Total 485324:										139.47	139.47
03/26	03/19/2026	226087	10485	LEAF CAPITAL FUNDING	KYOCERA COPIER- PW	19902024	1	7620-430-10-44	RENT & LEASE EQUIP & VEHIC	278.67	278.67
Total 19902024:										278.67	278.67
03/26	03/19/2026	226088	11580		REFUND GAS DEPOSIT	10120651241	1	7401-2228-000	DEPOSITS-CUSTOMER	59.70	59.70
Total 10120651241:										59.70	59.70
03/26	03/19/2026	226089	451	MCA DIRECT	SUPPLIES- CITY CLERK	2026045	1	1000-411-40-46	BOOKS AND PERIODICALS	86.25	86.25
Total 2026045:										86.25	86.25
03/26	03/19/2026	226090	467	METER VALVE & CONTR	ITRON GAS ERT ERG-5600-001-	INV-009627	1	7401-430-62-47	MACHINERY & EQUIPMENT	260.07	260.07
Total INV-009627:										260.07	260.07

M = Manual Check, V = Void Check

CITY OF SUSANVILLE

Check Register - Payments by Vendor
Check Issue Dates: 3/19/2026 - 3/19/2026Page: 6
Mar 19, 2026 10:14AM

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
03/26	03/19/2026	226091	11470	METROPOLITAN PLANNI	SERVICE AGREEMENT 6/02/25-	2005589	1	1011-419-10-43	PROFESSIONAL SVCS	11,300.75	11,300.75
Total 2005589:										11,300.75	11,300.75
03/26	03/19/2026	226092	10725	PACE SUPPLY CORP	SUPPLIES-PW	S324705	1	7620-430-10-46	SUPPLIES-GENERAL	89.99	89.99
Total S324705:										89.99	89.99
03/26	03/19/2026	226093	9376	PIPELINE ASSN FOR PUB	ASSOCIATIONS ANNUAL DUES-	226055	1	7401-430-62-48	DUES AND MEMBERSHIPS	40.00	40.00
Total 226055:										40.00	40.00
03/26	03/19/2026	226094	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	63630 022726	1	1009-421-10-45	COMMUNICATIONS	185.00	185.00
Total 63630 022726:										185.00	185.00
03/26	03/19/2026	226094	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-P	68444 022726	1	7620-430-10-45	COMMUNICATIONS	374.12	374.12
Total 68444 022726:										374.12	374.12
03/26	03/19/2026	226095	11581		REFUND WATER DEPOSIT	10527400007	1	7110-2228-000	DEPOSITS-CUSTOMER	59.67	59.67
Total 10527400007:										59.67	59.67
03/26	03/19/2026	226096	11040	RONALD LEE KING JR	SVE AWOS- AIRPORT	2026012	1	7201-430-81-43	TECHNICAL SVCS	1,746.11	1,746.11
Total 2026012:										1,746.11	1,746.11
03/26	03/19/2026	226097	11582		REFUND WATER DEPOSIT	10530550003	1	7110-2228-000	DEPOSITS-CUSTOMER	64.29	64.29
Total 10530550003:										64.29	64.29
03/26	03/19/2026	226098	1270	SILVER STATE BARRICA	SUPPLIES- STREETS SB1	110094	1	2005-431-20-46	SUPPLIES-GENERAL	66.00	66.00
03/26	03/19/2026	226098	1270	SILVER STATE BARRICA	SUPPLIES- PARKS	110094	2	1011-452-20-46	SUPPLIES-GENERAL	186.22	186.22
Total 110094:										252.22	252.22
03/26	03/19/2026	226099	76	SUSANVILLE ACE HARD	MISC HILLMAN FASTENERS- W	540251	1	7110-430-42-46	SUPPLIES-GENERAL	10.01	10.01

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 540251:										10.01	10.01
03/26	03/19/2026	226099	76	SUSANVILLE ACE HARD	CM DIAGONAL CUT PLIER 6" -	540252	1	7110-430-42-46	SUPPLIES-GENERAL	36.48	36.48
Total 540252:										36.48	36.48
03/26	03/19/2026	226099	76	SUSANVILLE ACE HARD	DURAC BATT- PARKS	540365	1	1011-452-20-46	SUPPLIES-GENERAL	16.55	16.55
Total 540365:										16.55	16.55
03/26	03/19/2026	226099	76	SUSANVILLE ACE HARD	PIPE CUTTER COPPR 1-1/8"-PA	540391	1	1011-452-20-44	FACILITY - REPAIR & MAINTENA	28.24	28.24
Total 540391:										28.24	28.24
03/26	03/19/2026	226100	10404	THE INTERMOUNTAIN NE	LEGAL NOTICE-PLANNING	20240652	1	1011-419-10-45	ADVERTISING	55.00	55.00
Total 20240652:										55.00	55.00
03/26	03/19/2026	226101	712	TNS TRUCKING CO	TRANSFER BASE ROCK-STREE	7043	1	2005-431-20-44	REPAIR AND MAINTENANCE-MI	246.14	246.14
03/26	03/19/2026	226101	712	TNS TRUCKING CO	TRANSFER BASE ROCK-WATE	7043	2	7110-430-42-44	REPAIR AND MAINTENANCE-MI	287.16	287.16
03/26	03/19/2026	226101	712	TNS TRUCKING CO	TRANSFER BASE ROCK-GAS	7043	3	7401-430-62-44	REPAIR AND MAINTENANCE-MI	287.16	287.16
Total 7043:										820.46	820.46
03/26	03/19/2026	226102	530	U.S. BANK EQUIPMENT F	COPIER - CITY HALL UP AND D	577308695	1	1000-417-10-44	RENT & LEASES EQUIP & VEHI	838.12	838.12
Total 577308695:										838.12	838.12
03/26	03/19/2026	226105	11211	USA BLUEBOOK	CL2 EMERGENCY A KITS	INV00981370	1	7110-430-42-46	SUPPLIES-WATER TREATMENT	8,613.32	8,613.32
Total INV00981370:										8,613.32	8,613.32
03/26	03/19/2026	226106	770	WESTERN NEVADA SUP	SUPPLIES- WATER	62117820	1	7110-430-42-46	SUPPLIES-GENERAL	742.92	742.92
Total 62117820:										742.92	742.92
03/26	03/19/2026	226106	770	WESTERN NEVADA SUP	SUPPLIES- WATER	62148285	1	7110-430-42-46	SUPPLIES-GENERAL	139.25	139.25

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 62148285:										139.25	139.25
Grand Totals:										86,656.14	86,656.14

Report Criteria:

Report type: GL detail

Check Voided = False

Report Criteria:

Report type: GL detail

Check.Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
03/26	03/26/2026	226108	9432	ALL SEASON HEATING	WRP #0025 CAPP SHERMAN	031826	1	8404-430-15-48	GRANTS	5,000.00	5,000.00
03/26	03/26/2026	226108	9432	ALL SEASON HEATING	WRP #0031 CAPP RUTHERFOR	031826	2	8404-430-15-48	GRANTS	2,500.00	2,500.00
03/26	03/26/2026	226108	9432	ALL SEASON HEATING	WRP #0032 CAPP BRASHER	031826	3	8404-430-15-48	GRANTS	7,000.00	7,000.00
Total 031826:										14,500.00	14,500.00
03/26	03/26/2026	226109			REFUND WATER DEPOSIT	10432250048	1	7110-2228-000	DEPOSITS-CUSTOMER	50.73	50.73
Total 10432250048:										50.73	50.73
03/26	03/26/2026	226110	1307	C&S WASTE SOLUTIONS	1505 MAIN ST-FD	177591254U037	1	1010-422-10-44	DISPOSAL	238.40	238.40
Total 177591254U037:										238.40	238.40
03/26	03/26/2026	226111			REFUND GAS DEPOSIT	10507900228	1	7401-2228-000	DEPOSITS-CUSTOMER	188.71	188.71
Total 10507900228:										188.71	188.71
03/26	03/26/2026	226112	148	COMPUTER LOGISTICS	1 YR SECURITY LICENSE & SU	86973	1	1000-417-10-43	TECHNICAL SVCS	855.66	855.66
Total 86973:										855.66	855.66
03/26	03/26/2026	226112	148	COMPUTER LOGISTICS	MONTHLY BILLING FOR APRIL -	87002	1	1000-417-10-43	TECHNICAL SVCS	6,294.90	6,294.90
Total 87002:										6,294.90	6,294.90
03/26	03/26/2026	226113	152	COUSO TECHNOLOGY &	CIVIC CONTRIBUTION EASTER	032426	1	1000-466-33-46	DISCRETIONARY - MAYOR SCH	500.00	500.00
Total 032426:										500.00	500.00
03/26	03/26/2026	226114	161	CSK AUTO INC	BATTERY CLNR-GC	2740-234645	1	7530-451-52-44	REPAIR & MAINTENANCE - EQU	48.66	48.66
Total 2740-234645:										48.66	48.66
03/26	03/26/2026	226115	219	ED STAUB & SONS PETR	186.02 GAL PROPANE LP-AIRP	13900693	1	7201-430-81-46	PROPANE	480.63	480.63

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 13900693:										480.63	480.63
03/26	03/26/2026	226115	219	ED STAUB & SONS PETR	233.60 CARB PREM - GC	13905791	1	7530-451-52-46	PROPANE	1,261.17	1,261.17
Total 13905791:										1,261.17	1,261.17
03/26	03/26/2026	226116			REFUND WATER OVERPAYMEN	10233200036	1	9999-1001-001	CASH CLEARING - UTILITIES	141.00	141.00
Total 10233200036:										141.00	141.00
03/26	03/26/2026	226117	11555	GRISWOLD INDUSTRIES	RESOLUTION 25-6500- WATER	935677	1	7114-430-54-43	PROFESSIONAL SVCS	3,201.35	3,201.35
Total 935677:										3,201.35	3,201.35
03/26	03/26/2026	226117	11555	GRISWOLD INDUSTRIES	RESOLUTION 25-6500- WATER	935678	1	7114-430-54-43	PROFESSIONAL SVCS	1,277.75	1,277.75
Total 935678:										1,277.75	1,277.75
03/26	03/26/2026	226117	11555	GRISWOLD INDUSTRIES	RESOLUTION 25-6500- WATER	935679	1	7114-430-54-43	PROFESSIONAL SVCS	1,291.16	1,291.16
Total 935679:										1,291.16	1,291.16
03/26	03/26/2026	226117	11555	GRISWOLD INDUSTRIES	RESOLUTION 25-6500- WATER	935680	1	7114-430-54-43	PROFESSIONAL SVCS	1,423.83	1,423.83
Total 935680:										1,423.83	1,423.83
03/26	03/26/2026	226118	11187	HAIR BY KARLI	REFUND OVERPAYMENT CLOS	091624	1	9999-1001-004	CASH CLEARING - BUSINESS LI	29.50	29.50
Total 091624:										29.50	29.50
03/26	03/26/2026	226119	298	HAT CREEK CONSTRUCT	DEPOSIT REIM. COMM. CENTE	031926	1	1000-2228-009	DEPOSITS-COMM CENTER RE	55.00	55.00
Total 031926:										55.00	55.00
03/26	03/26/2026	226120	374	L.N. CURTIS & SONS	SAFETY SUPPLIES- FD	INV1042176	1	1010-422-10-46	SUPPLIES- SAFETY ITEMS	5,033.63	5,033.63
Total INV1042176:										5,033.63	5,033.63

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
03/26	03/26/2026	226121	437	LMUD	1505 MAIN ST FIRE STATION	2876 022526	1	1010-422-10-46	ELECTRICITY	1,137.38	1,137.38
Total 2876 022526:										1,137.38	1,137.38
03/26	03/26/2026	226122	1508	MAIN STREET LUBE	VEHICLE MAINT- PD	59010	1	1009-421-10-44	VEHICLE-REPAIR & MAINTENA	93.68	93.68
Total 59010:										93.68	93.68
03/26	03/26/2026	226123	558	PLUMAS-SIERRA	INTERNET ACCESS CIRCUIT-FD	69319 022726	1	1010-422-10-45	COMMUNICATIONS	309.28	309.28
Total 69319 022726:										309.28	309.28
03/26	03/26/2026	226124	11583	ROLLINS, INC	1ST SERVICE PC STANDARD-A	296932253	1	1000-417-10-43	PROFESSIONAL SVCS	200.00	200.00
Total 296932253:										200.00	200.00
03/26	03/26/2026	226125	76	SUSANVILLE ACE HARD	LATCH 2-3/8 GAURD BALLVR-F	540035	1	1010-422-10-44	FACILITY -REPAIR & MAINTENA	17.53	17.53
Total 540035:										17.53	17.53
03/26	03/26/2026	226126	677	SUSANVILLE SANITARY	1505 MAIN- FD	2064 030226	1	1010-422-10-44	SEWER	136.88	136.88
Total 2064 030226:										136.88	136.88
03/26	03/26/2026	226127	10404	THE INTERMOUNTAIN NE	ADVERTISEMENT-CITY CLERK	20240683	1	1000-411-40-45	ADVERTISING	150.00	150.00
Total 20240683:										150.00	150.00
03/26	03/26/2026	226128	11585		DEPOSIT REIM. COMM. CENTE	031926	1	1000-2228-009	DEPOSITS-COMM CENTER RE	55.00	55.00
Total 031926:										55.00	55.00
03/26	03/26/2026	226129	11356	TSB LLC	SUSANVILL FIRE STATION-FD	AES-250015-8	1	2004-422-10-43	TECHNICAL SVCS	2,450.00	2,450.00
Total AES-250015-8:										2,450.00	2,450.00
03/26	03/26/2026	226130	7125	WALBERG INC.	EP 26-04 FINAL DEPOSIT RETU	032426	1	1001-2228-001	DEPOSITS-CURB, GUTTER, SID	200.00	200.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
Total 032426:										200.00	200.00
03/26	03/26/2026	226131	770	WESTERN NEVADA SUP	SUPPLIES- FD	62171462	1	1010-422-10-46	SUPPLIES- GENERAL	15.74	15.74
Total 62171462:										15.74	15.74
Grand Totals:										41,637.57	41,637.57

Report Criteria:

Report type: GL detail

Check.Voided = False

Report Criteria:
Report type: GL detail
Check.Voided = False

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Inv Seq	GL Account No	GL Account Title	Seq Amount	Check Amount
04/26	04/01/2026	226136	10919		UNIFORM REIM. ALLOWANCE-P	032626	1	1009-421-10-42	UNIFORM ALLOWANCE	544.51	544.51
Total 032626:										544.51	544.51
04/26	04/01/2026	226136	728	U.S. POSTMASTER	UB BILLING WATER	040126	1	7110-430-42-46	POSTAGE	601.72	601.72
04/26	04/01/2026	226136	728	U.S. POSTMASTER	UB BILLING GAS	040126	2	7401-430-62-46	POSTAGE	309.98	309.98
Total 040126:										911.70	911.70
Grand Totals:										1,456.21	1,456.21

City Council Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: April 15, 2026

Subject: Consider **Resolution No. 26-6530**, authorizing a 2.68% increase to the Administrative Bargaining Unit Salary Matrix effective July 1, 2026, through and including June 30, 2027

Presented By: Dan Newton, City Manager

Summary: Section 6.B. of the Memorandum of Understanding (MOU) states that the Administrative Unit employees will receive an annual salary matrix adjustment based on the annual Consumer Price Index (CPI) percent increase as reported by the US Bureau of Labor Statistics Consumer Price Index for all Urban Consumers (CPI-U) for the West Area. The maximum salary matrix increase per fiscal year will be 3.00%. The determined salary matrix increase for the fiscal year 2026/2027 is 2.68% which has been rounded to the nearest one-hundredth and calculated as per instructed in the Administrative Bargaining Unit MOU. The increase has been applied to the previous year's adopted salary matrix, ensuring that each new matrix reflects the adjustment over the prior year. The revised salary matrix for each year will be memorialized by a resolution of the City Council prior to June 30 for effective change occurring each July 1st of this agreement.

Fiscal Impact: Overall Salary Matrix increase of 2.68% effective July 1, 2026

Action Requested: Motion to approve Resolution No. 26-6530, authorizing a 2.68% increase to the Administrative Bargaining Unit Salary Matrix effective July 1, 2026, through and including June 30, 2027

Attachments:

1. 2026.2027 Salary Matrix
2. 26-6530

EXHIBIT B - 2026/2027

CITY OF SUSANVILLE GLOBAL RANGE AND STEP MATRIX
JULY 1, 2026 - JUNE 30, 2027 ADMINISTRATIVE MOU
BIWEEKLY - 26 PAY PERIODS PER YEAR

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H
101	846.89	889.24	933.70	980.38	1029.40	1080.87	1134.91	1191.66
102	868.06	911.47	957.04	1004.89	1055.14	1107.89	1163.29	1221.45
103	889.76	934.25	980.97	1030.01	1081.51	1135.59	1192.37	1251.99
104	912.01	957.61	1005.49	1055.76	1108.55	1163.98	1222.18	1283.29
105	934.81	981.55	1030.63	1082.16	1136.27	1193.08	1252.73	1315.37
106	958.18	1006.09	1056.39	1109.21	1164.67	1222.91	1284.05	1348.25
107	982.13	1031.24	1082.80	1136.94	1193.79	1253.48	1316.15	1381.96
108	1006.69	1057.02	1109.87	1165.37	1223.63	1284.82	1349.06	1416.51
109	1031.85	1083.45	1137.62	1194.50	1254.23	1316.94	1382.78	1451.92
110	1057.65	1110.53	1166.06	1224.36	1285.58	1349.86	1417.35	1488.22
111	1084.09	1138.30	1195.21	1254.97	1317.72	1383.61	1452.79	1525.43
112	1111.19	1166.75	1225.09	1286.35	1350.66	1418.20	1489.11	1563.56
113	1138.97	1195.92	1255.72	1318.51	1384.43	1453.65	1526.33	1602.65
114	1167.45	1225.82	1287.11	1351.47	1419.04	1489.99	1564.49	1642.72
115	1196.63	1256.47	1319.29	1385.25	1454.52	1527.24	1603.61	1683.79
116	1226.55	1287.88	1352.27	1419.89	1490.88	1565.42	1643.70	1725.88
117	1257.21	1320.08	1386.08	1455.38	1528.15	1604.56	1684.79	1769.03
118	1288.64	1353.08	1420.73	1491.77	1566.36	1644.67	1726.91	1813.25
119	1320.86	1386.90	1456.25	1529.06	1605.51	1685.79	1770.08	1858.58
120	1353.88	1421.58	1492.66	1567.29	1645.65	1727.94	1814.33	1905.05
121	1387.73	1457.12	1529.97	1606.47	1686.79	1771.13	1859.69	1952.67
122	1422.42	1493.54	1568.22	1646.63	1728.96	1815.41	1906.18	2001.49
123	1457.98	1530.88	1607.43	1687.80	1772.19	1860.80	1953.84	2051.53
124	1494.43	1569.15	1647.61	1729.99	1816.49	1907.32	2002.68	2102.82
125	1531.79	1608.38	1688.80	1773.24	1861.90	1955.00	2052.75	2155.39
126	1570.09	1648.59	1731.02	1817.57	1908.45	2003.88	2104.07	2209.27
127	1609.34	1689.81	1774.30	1863.01	1956.16	2053.97	2156.67	2264.50
128	1649.57	1732.05	1818.66	1909.59	2005.07	2105.32	2210.59	2321.12
129	1690.81	1775.35	1864.12	1957.33	2055.19	2157.95	2265.85	2379.14
130	1733.08	1819.74	1910.73	2006.26	2106.57	2211.90	2322.50	2438.62
131	1776.41	1865.23	1958.49	2056.42	2159.24	2267.20	2380.56	2499.59
132	1820.82	1911.86	2007.46	2107.83	2213.22	2323.88	2440.07	2562.08
133	1866.34	1959.66	2057.64	2160.52	2268.55	2381.98	2501.08	2626.13
134	1913.00	2008.65	2109.08	2214.54	2325.26	2441.53	2563.60	2691.78
135	1960.83	2058.87	2161.81	2269.90	2383.40	2502.57	2627.69	2759.08
136	2009.85	2110.34	2215.86	2326.65	2442.98	2565.13	2693.39	2828.06
137	2060.09	2163.10	2271.25	2384.81	2504.05	2629.26	2760.72	2898.76
138	2111.59	2217.17	2328.03	2444.43	2566.66	2694.99	2829.74	2971.23
139	2164.38	2272.60	2386.23	2505.55	2630.82	2762.36	2900.48	3045.51
140	2218.49	2329.42	2445.89	2568.18	2696.59	2831.42	2972.99	3121.64
141	2273.96	2387.65	2507.04	2632.39	2764.01	2902.21	3047.32	3199.68
142	2330.81	2447.35	2569.71	2698.20	2833.11	2974.76	3123.50	3279.68
143	2389.08	2508.53	2633.96	2765.65	2903.94	3049.13	3201.59	3361.67
144	2448.80	2571.24	2699.80	2834.79	2976.53	3125.36	3281.63	3445.71
145	2510.02	2635.52	2767.30	2905.66	3050.95	3203.50	3363.67	3531.85
146	2572.77	2701.41	2836.48	2978.31	3127.22	3283.58	3447.76	3620.15
147	2637.09	2768.95	2907.39	3052.76	3205.40	3363.97	3533.96	3710.65
148	2703.02	2838.17	2980.08	3129.08	3285.54	3449.81	3622.30	3803.42
149	2770.59	2909.12	3054.58	3207.31	3367.68	3536.06	3712.86	3898.51
150	2839.86	2981.85	3130.95	3287.49	3451.87	3624.46	3805.68	3995.97
151	2910.86	3056.40	3209.22	3369.68	3538.16	3715.07	3900.83	4095.87
152	2983.63	3132.81	3289.45	3453.92	3626.62	3807.95	3998.35	4198.26
153	3058.22	3211.13	3371.69	3540.27	3717.28	3903.15	4098.31	4303.22
154	3134.67	3291.41	3455.98	3628.78	3810.22	4000.73	4200.76	4410.80
155	3213.04	3373.69	3542.38	3719.50	3905.47	4100.74	4305.78	4521.07
156	3293.37	3458.04	3630.94	3812.48	4003.11	4203.26	4413.43	4634.10
157	3375.70	3544.49	3721.71	3907.80	4103.19	4308.34	4523.76	4749.95
158	3460.09	3633.10	3814.75	4005.49	4205.77	4416.05	4636.86	4868.70
159	3546.60	3723.93	3910.12	4105.63	4310.91	4526.45	4752.78	4990.42
160	3635.26	3817.02	4007.87	4208.27	4418.68	4639.62	4871.60	5115.18
161	3726.14	3912.45	4108.07	4313.48	4529.15	4755.61	4993.39	5243.06
162	3819.30	4010.26	4210.77	4421.31	4642.38	4874.50	5118.22	5374.13
163	3914.78	4110.52	4316.04	4531.85	4758.44	4996.36	5246.18	5508.49
164	4012.65	4213.28	4423.94	4645.14	4877.40	5121.27	5377.33	5646.20
165	4112.96	4318.61	4534.54	4761.27	4999.33	5249.30	5511.76	5787.35
166	4215.79	4426.58	4647.91	4880.30	5124.32	5380.53	5649.56	5932.04
167	4321.18	4537.24	4764.10	5002.31	5252.42	5515.05	5790.80	6080.34
168	4429.21	4650.67	4883.21	5127.37	5383.74	5652.92	5935.57	6232.35
169	4539.94	4766.94	5005.29	5255.55	5518.33	5794.24	6083.96	6388.16
170	4653.44	4886.11	5130.42	5386.94	5656.29	5939.10	6236.06	6547.86
171	4769.78	5008.27	5258.68	5521.61	5797.69	6087.58	6391.96	6711.56
172	4889.02	5133.47	5390.15	5659.65	5942.64	6239.77	6551.76	6879.34
173	5011.25	5261.81	5524.90	5801.14	6091.20	6395.76	6715.55	7051.33
174	5136.53	5393.35	5663.02	5946.17	6243.48	6555.66	6883.44	7227.61
175	5264.94	5528.19	5804.60	6094.83	6399.57	6719.55	7055.53	7408.30
176	5396.56	5666.39	5949.71	6247.20	6559.56	6887.54	7231.91	7593.51
177	5531.48	5808.05	6098.46	6403.38	6723.55	7059.72	7412.71	7783.35
178	5669.77	5953.25	6250.92	6563.46	6891.64	7236.22	7598.03	7977.93
179	5811.51	6102.09	6407.19	6727.55	7063.93	7417.12	7787.98	8177.38
180	5956.80	6254.64	6567.37	6895.74	7240.53	7602.55	7982.68	8381.81
181	6105.72	6411.00	6731.55	7068.13	7421.54	7792.62	8182.25	8591.36
182	6258.36	6571.28	6899.84	7244.84	7607.08	7987.43	8386.80	8806.14
183	6414.82	6735.56	7072.34	7425.96	7797.25	8187.12	8596.47	9026.30
184	6575.19	6903.95	7249.15	7611.60	7992.19	8391.79	8811.38	9251.95
185	6739.57	7076.55	7430.38	7801.89	8191.99	8601.59	9031.67	9483.25
186	6908.06	7253.46	7616.14	7996.94	8396.79	8816.63	9257.46	9720.33
187	7080.76	7434.80	7806.54	8196.87	8606.71	9037.04	9488.90	9963.34
188	7257.78	7620.67	8001.70	8401.79	8821.88	9262.97	9726.12	10212.43
189	7439.22	7811.19	8201.74	8611.83	9042.42	9494.54	9969.27	10467.74
190	7625.21	8006.47	8406.79	8827.13	9268.48	9731.91	10218.50	10729.43
191	7815.84	8206.63	8616.96	9047.81	9500.20	9975.21	10473.97	10997.66
192	8011.23	8411.79	8832.38	9274.00	9737.70	10224.59	10735.82	11272.61
193	8211.51	8622.09	9053.19	9505.85	9981.14	10480.20	11004.21	11554.42
194	8416.80	8837.64	9279.52	9743.50	10230.67	10742.21	11279.32	11843.28
195	8627.22	9058.58	9511.51	9987.09	10486.44	11010.76	11561.30	12139.36
196	8842.90	9285.05	9749.30	10236.76	10748.60	11286.03	11850.33	12442.85
197	9063.97	9517.17	9993.03	10492.68	11017.32	11568.18	12146.59	12753.92
198	9290.57	9755.10	10242.86	10755.00	11292.75	11857.39	12450.25	13072.77
199	9522.84	9998.98	10498.93	11023.87	11575.07	12153.82	12761.51	13399.59
200	9760.91	10248.95	10761.40	11299.47	11864.44	12457.67	13080.55	13734.58

RESOLUTION NO. 26-6530
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING A 2.68% INCREASE TO THE ADMINISTRATIVE BARGAINING
UNIT SALARY MATRIX EFFECTIVE JULY 1, 2026, THROUGH AND
INCLUDING JUNE 30, 2027

WHEREAS, the City of Susanville and representatives from the Administrative Bargaining Unit have negotiated a labor agreement according to the requirements of the Meyers-Milias-Brown Act; and

WHEREAS, the Administrative Bargaining Unit has ratified the respective agreement; and

WHEREAS, the agreement has been negotiated within the parameters established by the City Council; and

WHEREAS, Section 6.B. of the Memorandum of Understanding (MOU) states the Administrative Unit employees will receive an annual salary matrix adjustment based on the annual Consumer Price Index (CPI) percent increase as reported by the US Bureau of Labor Statistics Consumer Price Index for all Urban Consumers (CPI-U) for the West Area; and

WHEREAS, the maximum salary matrix increase per fiscal year will be 3.00%; and

WHEREAS, the CPI increase will be applied to the previous year's adopted salary matrix, ensuring that each new matrix reflects the adjustment over the prior year. The revised salary matrix for each year will be memorialized by resolution of the City Council prior to June 30 for effective change occurring each July 1st of this agreement; and

WHEREAS, the determined salary matrix increase for the fiscal year 2026/2027 is 2.68% which has been rounded to the nearest one-hundredth and calculated as per instructed in the Administrative Bargaining Unit MOU.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Susanville hereby approves the 2026/2027 Fiscal Year Salary Matrix as attached to this Resolution for the Memorandum of Understanding with the Administrative Bargaining Unit.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

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Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

City Council Agenda Item

Submitted By: Dan Newton, City Manager

Action Date: April 15, 2026

Subject: Consider **Resolution No. 26-6533** Initiating the Annexation of APN 107-280-017 and Adjacent Public Right of Way Along State Route 36 from the Property Line Across the Highway Into the City Limits of Susanville and Authorizing the City Manager to Submit an Application for Annexation of the Parcel to the Lassen Local Agency Formation Commission, **Resolution No. 26-6534** Amending the General Plan to Redesignate APN# 107-280-017 to General Commercial/Shopping Center

Presented By: Dan Newton, City Manager

Summary: Detailed Staff Report Attached

Fiscal Impact: None

Action Requested: Motion to approve Resolution No. 26-6533, Initiating the Annexation of APN 107-280-017 and Adjacent Public Right of Way Along State Route 36 from the Property Line Across the Highway INTO the City Limits of Susanville and Authorizing the City Manager to Submit an Application for Annexation of the Parcel to the Lassen Local Agency Formation Commission, Resolution No. 26-6534, Amending the General Plan to Redesignate APN# 107-280-017 to General Commercial/Shopping Center

Attachments:

1. Detailed Staff Report - City Council
2. Attachment 1 - Planning Commission Staff Report 04.15.2026
3. Attachment 2 - 26-6533 Annexation
4. Attachment 2 - Exhibit A CEQA Findings of Fact
5. Attachment 3 - 26-6534 General Plan Amendment

FILE NO. UP/RZ/GPA/AR/ANNX #2024-021

**CITY OF SUSANVILLE CITY COUNCIL
STAFF REPORT
April 15, 2026**

APPLICANT	Love's Travel Stops
OWNER	Sierra Pacific Industries, Anderson, CA
REPRESENTATIVE	Lane Engineers, Inc, Tulare, CA
REQUEST	General Plan Map Amendment and Annexation
ASSESSOR'S PARCEL NO	107-280-017
PARCEL SIZE	79.6 acres
LOCATION	Northwest corner of State Hwy 36 and Skyline Road
EXISTING ZONING	Limited Industrial District (M-L) (Lassen County Zoning Map)
SURROUNDING ZONING	North: Open Space along the River and C-2 East, South, West: Lassen County Zoning
SURROUNDING LAND USE	North: Susan River and retail shopping center anchored by Safeway grocery store on north side of the river East: SR 36 and vacant land on east side of the highway South: Union Pacific Railroad right of way and vacant land south of the railroad right of way West: Vacant land
EXISTING GENERAL PLAN DESIGNATION	Industrial Park (Lassen County General Plan) Light Industrial/Business Park (City of Susanville General Plan)
PROPOSED GENERAL PLAN DESIGNATION	General Commercial Shopping Center (City of Susanville)
ENVIRONMENTAL DETERMINATION	Final Environmental Impact Report prepared (SCH No. 2025011078)

EXECUTIVE SUMMARY:

City Council is considering taking action to allow for the development of the Love's Travel

Stop which requires a General Plan Land Use Map amendment and annexation of the parcel into the City of Susanville. A description of the project, analyses to determine consistency with City policy, compliance with City regulations, recommended conditions of approval, and findings to support the Council's decision making process are included in **Attachment 1: Planning Commission Staff Report for File No. UP/RZ/GPA/AR/ANNX #2024-021** dated April 15, 2026. The analyses support the City's adoption of the following:

- Resolution authorizing application to LAFCO for Annexation (**Attachment 2**)
- Resolution amending the General Plan Land Use Map (**Attachment 3**)

PROJECT DESCRIPTION:

The project description for the proposed Love's Travel Stop can be found in **Attachment 1**.

ANALYSIS:

Overview

Approval of a General Plan Amendment requires that the project be consistent with the City's General Plan and comply with the City's Zoning Ordinance. An analysis of the project's consistency with the General Plan and compliance with the Zoning Ordinance is included in **Attachment 1**.

Annexation Analysis

California Government Code (CGC) Section 56000, the "Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000" (the "Act") establishes procedures for local government changes of organization, including city incorporations and annexations. The unincorporated project area that is within the City's Sphere of Influence (SOI) contains one 79.6-acre parcel. The purposes of the Act are to promote orderly growth and development, encourage logical and contiguous boundary adjustments, support efficient provision of municipal services, discourage urban sprawl by incorporating territory within the City's Sphere of Influence, and promote fiscal responsibility and local accountability for urban development.

In June 2009, the City Council adopted Resolution No. 09-4509 approving growth and annexation policies to guide future growth within the City and its sphere of influence. The proposed annexation is consistent with the applicable goals and policies of Resolution No. 09-4509 in that the annexation:

1. aligns with the City's growth goals by annexing land within the City's Sphere of Influence (SOI);
2. is contiguous with city limits;
3. can be efficiently served by municipal services including roads, public sewer, and public water;
4. allows the City to control the type, quality and location of development that is currently outside the city limits, but within the SOI;
5. has a positive net effect on the City's fiscal stability; and

6. preserves the natural resources associated with the Susan River by maintaining a buffer in excess of 300 feet.

The subject property is located adjacent to existing City limits and within the City's Sphere of Influence, and the annexation represents a logical extension of municipal boundaries. As discussed in Attachment 1, the proposed annexation is also consistent with the applicable General Plan policies in the land use element. A resolution authorizing City staff to submit an application for annexation to LAFCO has been prepared for Council approval (**Attachment 2**).

ENVIRONMENTAL REVIEW:

Approval of the General Plan Amendment Resolution and the Resolution authorizing staff to submit an application for annexation to LAFCO are discretionary actions subject to CEQA. As discussed in **Attachment 1**, an environmental impact report (EIR) was prepared for the project. The EIR was certified by the Planning Commission on April 15, 2026.

STAFF RECOMMENDATION:

Staff recommends the City Council take the following actions:

1. Adopt a resolution authorizing submittal of an application to the Lassen Local Agency Formation Commission for annexation of the subject property.
2. Adopt a resolution amending the General Plan Land Use Map changing the land use designation of the subject property from Light Industrial/Business Park to General Commercial Shopping Center

ATTACHMENTS:

- Attachment 1: Planning Commission Staff Report for File No. UP/RZ/GPA/AR/ANNX #2024-021 dated April 15, 2026.
- Attachment 2: Resolution Authorizing Application of Annexation to LAFCO
Exhibit A CEQA Finding of Fact
- Attachment 3: Resolution Amending the General Plan Land Use Map

FILE NO. UP/RZ/GPA/AR/ANNX #2024-021

**CITY OF SUSANVILLE PLANNING COMMISSION
STAFF REPORT
April 15, 2026**

APPLICANT	Love's Travel Stops
OWNER	Sierra Pacific Industries, Anderson, CA
REPRESENTATIVE	Lane Engineers, Inc, Tulare, CA
REQUEST	General Plan Map Amendment, Annexation, Zoning Map Amendment, Architectural & Site Plan Review, Use Permit, Sign Permit
ASSESSOR'S PARCEL NO	107-280-017
PARCEL SIZE	79.6 acres
LOCATION	Northwest corner of State Hwy 36 and Skyline Road
EXISTING ZONING	Limited Industrial District (M-L) (Lassen County Zoning Map)
SURROUNDING ZONING	North: Open Space along the River and C-2 East, South, West: Lassen County Zoning
SURROUNDING LAND USE	North: Susan River and retail shopping center anchored by Safeway grocery store on north side of the river East: SR 36 and vacant land on east side of the highway South: Union Pacific Railroad right of way and vacant land south of the railroad right of way West: Vacant land
EXISTING GENERAL PLAN DESIGNATION	Industrial Park (Lassen County General Plan) Light Industrial/Business Park (City of Susanville General Plan)
PROPOSED GENERAL PLAN DESIGNATION	General Commercial Shopping Center (City of Susanville)
ENVIRONMENTAL DETERMINATION	Final Environmental Impact Report prepared (SCH No. 2025011078)

COMMENTS RECEIVED BY CITY DEPARTMENTS:

1. **Building Department:** No comments received.
2. **Fire Department:** Through existing service and mutual aid, the Department would be able to respond to the increase in demand. Conditions of approval have been added to implement Fire Department requirements.
3. **Police Department:** The proposed development would increase the area and demand for police services, including monitoring for potential traffic violations, disturbances, or safety concerns and additional resources would likely be needed.
4. **Public Works Department:** Conditions of approval have been added to ensure implementation of city road and public facility standards.
5. **Susanville Sanitary District:** The District issued a statement of intent to own and operate the sewer main line serving the Love's Travel Stop and requested that the City submit a joint annexation application to LAFCO to include the Sanitary Sewer District.
6. **Lassen Municipal Utility District:** None received.
7. **Caltrans District 2:** A comment letter from Caltrans was received and is included/addressed in the FEIR.

EXECUTIVE SUMMARY:

Planning Commission is considering taking action on the following entitlements for the proposed Susanville Travel Stop: recommending a General Plan Land Use Amendment, Architectural & Site Plan Review (ASPR), a Use Permit, and a Sign Permit. As these are discretionary actions, they are subject to the California Environmental Quality Act (CEQA) and an Environmental Impact Report must be certified by the Planning Commission prior to project approvals. The following staff report includes a description of the project, analyses to determine consistency with City policy, compliance with City regulations, recommended conditions of approval, and findings to support the Commission's decision making process. The analyses support the Commissions' adoption of the following:

- Resolution Certifying the Susanville Travel Stop Project Environmental Impact Report (**Attachment 2**)
- Resolution recommending that the City Council adopt a resolution amending the General Plan Land Use Map (**Attachment 3**)
- Resolution conditionally approving Architectural & Site Plan Review, Use Permit, Sign Permit (**Attachment 4**)

PROJECT DESCRIPTION:

Overview

A complete application prepared by Lane Engineers was received by the City of Susanville on October 10, 2024 to construct a full-service Love's Travel Stop on approximately 14.15 acres of a vacant 79.6-acre parcel (APN 107-280-017) located immediately south of Susanville city limits and west of State Route (SR) 36.

The project entails annexation of the 79.6-acre parcel, amending the City of Susanville General Plan land use designation, authorizing annexation proceedings with the Lassen Local Agency Formation Commission (LAFCO), pre-zoning the parcel (to take effect upon annexation), and land use entitlements for development of the project (Architectural and Site Plan Review, Use Permit, and Sign Permit). Pre-zoning of the parcel will be initiated by ordinance at a subsequent public hearing. **Figure 1- Project Vicinity** identifies the parcel to be annexed, the portion of the parcel to be developed, and the City boundary in the vicinity of the project site. As entitlements are discretionary, the project is subject to the California Environmental Quality Act and an Environmental Impact Report was prepared in full compliance with the substantive and procedural requirements established therein.

As proposed, the Travel Stop would include a gas station with auto and truck fueling islands, convenience store, two fast food restaurants (Dunkin' Donuts and Arby's), truck rest area, an RV overnight parking area with dump station, and dog park. Additional features include above ground diesel storage tanks and below ground fuel storage tanks, trash enclosure, signage, on-site improvements, and landscaping. The Project also includes offsite improvements within the public right-of-way including an extension of Skyline Road for access, and extension of gas, water and sanitary sewer lines to the project site.

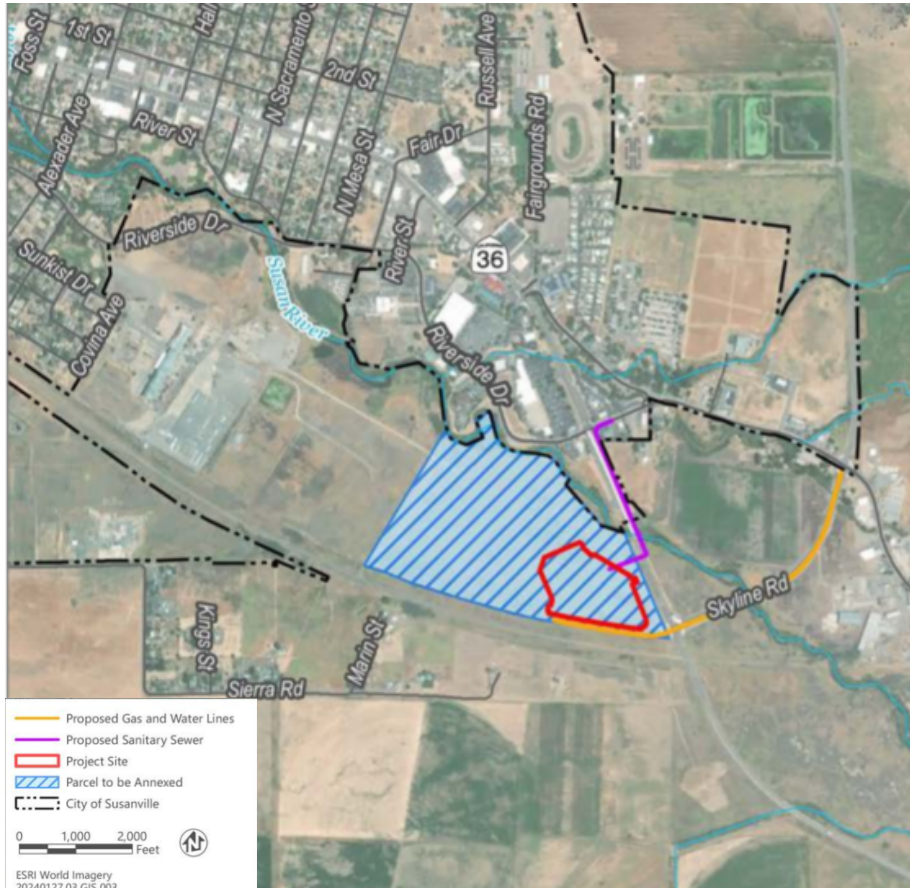


Figure 1: Project Vicinity. Source: Susanville Travel Stope Project Draft EIR, 2025.

Land Use and Zoning

The project site is within the City's Sphere of Influence (SOI), which is an area that has been identified for potential expansion of the City limits in the future. As such, the site has a City of Susanville General Plan land use designation of Light Industrial Business Park. This is consistent with the Lassen County General Plan designation of Industrial Park. Additionally, in the recently adopted City of Susanville Land Use Element (Figure LUD-4), the site was pre-zoned as Manufacturing (M).

The applicant requests a General Plan Map Amendment to change the land use designation of the site to General Commercial Shopping Center. The General Commercial Shopping Center land use designation allows a wide range of facilities for the sale of goods and provision of personal services. When applied along thoroughfares,

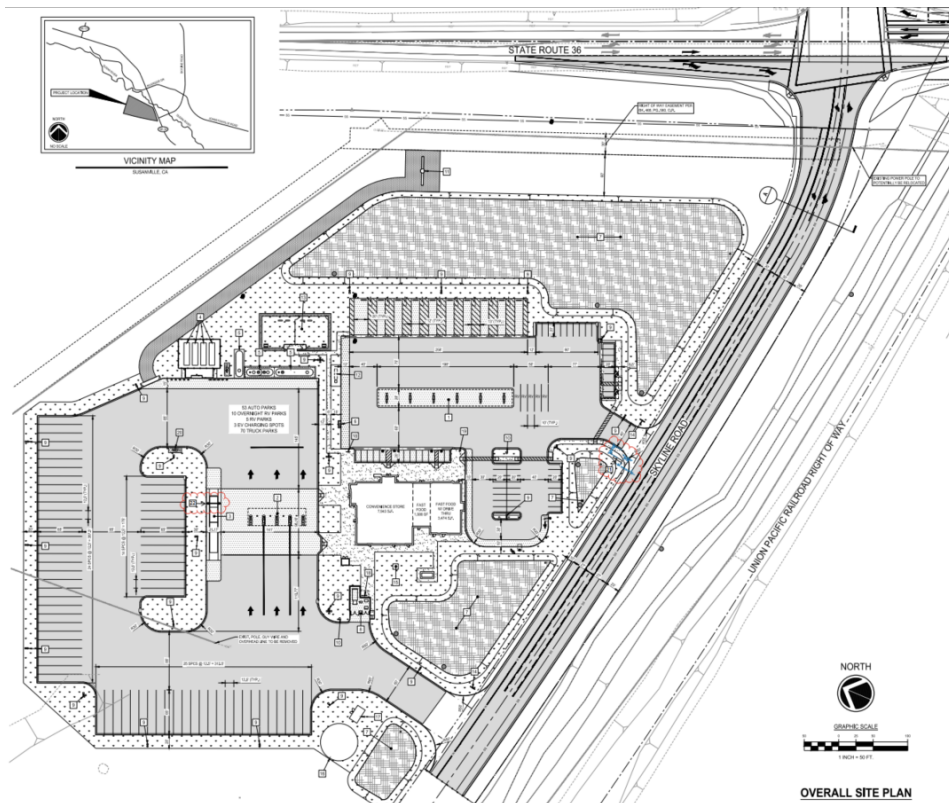
it is intended to accommodate a variety of commercial uses which include fast food and drive-through restaurants or food service, restaurants, service stations, and similar uses.

The applicant also requests a Zoning Map Amendment to change the site's zoning district to C-2 General Commercial Shopping Center. Although the list of conditionally permitted uses within the C-2 zone does not expressly mention a truck and travel stop, section 17.36.030 of the City's Municipal Code does include service stations, fast food restaurants (including drive-in and drive-through), recreation vehicle park, and shopping centers 80,000 square feet or larger in size (includes all buildings within the shopping center). Additionally, section 17.36.040 of the City's Zoning Code allows other uses permitted in the C-2 district that are found to be similar in character and impact to those listed in Sections 17.36.020 and 17.36.030.

Site Plan/Development

The applicant proposes to develop 14.15 acres on a vacant 79.6-acre parcel into a travel center at the intersection of Skyline Road and SR-36 (Main St.). A new 7,943 square foot convenience store and two new fast-food restaurants (1,588 sf and 3,474 sf) with a drive-through will be the center of the development.

The site would be accessible from a new extension of Skyline Road and would provide a truck stop with 70 truck vehicle parking spaces, a four-position truck fueling station, truck scale and four 12,000 gallon above ground diesel tanks, and trash enclosure accessible from the western driveway. The eastern driveway would provide access to a twelve-position passenger vehicle fueling station, ten overnight RV parking spaces, RV dump station, a 1,000-gallon above ground propane tank, dog park, bicycle parking, five RV parking spaces, three EV charging spaces, four ADA parking spaces, and 46 standard vehicle parking spaces. A 30,000-gallon underground gasoline storage tank and a 20,000-gallon split diesel/premium unleaded tank, and 20,000-gallon below ground diesel exhaust fluid storage tank will be located on the northern side of the development. Landscaping and bioretention facilities are proposed around the edges of the proposed development. The Overall Site Plan is provided in **Figure 2** and in **Attachment 1**.



Source: Lane Engineering, Inc. 2024

Figure 2: Overall Site Plan

Architectural Design

The project proposes the construction of a new 13,005 square foot slab-on-grade structure that would be used for a convenience store (7,943-square feet) and two fast food restaurants (5,062 square feet) with a drive-thru on the south side of the building. The building will also include men's and women's restrooms, showers, and a public laundry facility.

The proposed building would have an overall height of 23 feet with a maximum height of 25 feet on columns/projections. Building access will be provided through three sets of glass doors (one for each use) on the building frontage.

The exterior design includes a combination of textures, windows and exterior siding. Exterior materials will be a combination of modular brick façade, sand-pebbled Exterior Insulation Finish System (EIFS), painted metal, fiber cement panels, fiber cement lap siding, and glass windowpanes. The design includes a red painted awning along the

Arby's section, and pink and orange sand-pebbled texture finish on the Dunkin Donuts frontage. Signage for all three businesses is proposed to be integrated along the front elevation of the building.

The project will also construct canopies over the fueling stations which will have a maximum height of approximately 21± feet. The canopies will be painted yellow, orange and red and incorporate Love's logo and branding on all four sides.

A gated locking trash enclosure with trash compactor, recycling, and grease collection bins will be located inside the western driveway. No size or specifications for the trash enclosure were provided.

Circulation and Access

The site will be accessed from a newly constructed road that will extend Skyline Road approximately 1,200 feet along the project site's southerly property line from the intersection of SR-36 to the project site's western entrance. The new road will be a total of 54 feet wide with a center turn lane and one travel lane in each direction. SR-36 would be restriped to create a new right turn pocket from the northbound lane and a new left hand turn pocket from the southbound lane.

A 10-foot-wide sidewalk will be provided along the project's Skyline Road frontage from the intersection with SR-36 to the west entrance. No pedestrian access is proposed along the SR-36 frontage. Pedestrian access to the development is provided by a network of internal sidewalks and crosswalks to provide safe movement between the project components. The project will dedicate 0.57 acres of land to City/Caltrans at the intersection of Skyline Road and SR-36.

The internal circulation network separates commercial trucking traffic from automobile and RV traffic by providing separate entrances and areas that are separated by a 33-foot-wide landscaped area.

Off- and On-site Improvements

In addition to the new access road, the project proposes connecting to the City's water and gas services and the Susanville Sanitary Sewer District sewer system. New water and gas lines would be trenched under the Susan River and conveyed to the project site via a trench within the outer limits of the City's right-of-way from Johnstonville Road via Skyline Road.

Wastewater services would be provided by the Susanville Sanitary District. The project includes a new 1,800-foot-long sewer line route that would connect from the site at a point approximately 600 ft north from the SR 36/Riverside Drive intersection and would be bored under the Caltrans right-of-way from the west side of SR 36 to the east side of SR 36. The sewer pipeline would be hung from the eastern (downstream) side of the SR 36 bridge over the Susan River, and tie into the existing sanitary sewer manhole at the SR 36/Riverside Drive intersection. Upon finalization of sewer construction, the District would take ownership and operate the sewer line.

Electricity would be provided by the Lassen Municipal Utility District. Roof-top solar panels would be installed in accordance with the California Energy Code requirements and would produce an estimated 51,000 kWh/year. Existing overhead electrical lines are located along Skyline Road and adjacent to SR 36 and those that are within the construction footprint would be relocated prior to construction and the project would tie-in to these.

Stormwater would be treated in stormwater bioretention basins installed onsite. From the onsite bioretention facilities, stormwater would flow through a new underground drainage pipe that would discharge southeast to an existing 24" drainage culvert located under SR 36. Any onsite overflow would be captured by the drainage swale along the abandoned Union Pacific Railroad right-of-way before flowing into the existing culvert.

Solid waste collection would be provided by C&S Waste Solutions.

Commented [HG1]: City: Do we need any additional conditions or will serve letter to ensure trash services?

Commented [DN2R1]: Gated and enclosed trash bin area already addressed. No will serve letter should be required.

Landscaping, Lighting, and Site Furnishings

As shown in **Figure 3**, landscaping includes both planting areas and surface treatments (1.5-inch and 4- to 6-inch rock) over approximately 122,255 square feet of the project site. Landscaped areas account for approximately 23 percent of the developed portion of the site, and the total pervious area is approximately 43 percent. A total of 89 trees are proposed, including 72 trees in 24-inch box containers and 17 trees in 15-gallon containers. In addition, three species of shrubs in 1-gallon containers and three species in 5-gallon containers are proposed.

A dog park area surfaced with hybrid Bermuda grass sod is proposed north of the overnight RV spaces. Other landscaped areas would be covered with 4- to 6-inch cobble rock and 1½-inch rock mulch. Bioretention areas would be covered with a three-inch layer of organic mulch, and parking areas would be paved with asphalt concrete.

On site lighting would consist of high-mast LED fixtures and LED canopy lighting. Lighting would be mounted on 43' poles in truck areas and 33' poles in auto areas. Lighting would be interspersed along the outside perimeter of parking areas, at the driveway entrances, and throughout the interior of the site. Specifications on exterior building/façade lighting was not provided.



Source: Sierra Designs, Inc. 2025

Figure 3: Landscape Plan.

Open Space

The project is located on a 79.6-acre parcel and proposes development on 14.15 acres. The remainder of the site will be undeveloped.

Signage

The project includes a request for a 50-foot-tall freestanding sign along SR 36 with a sign face area of 1,171 square feet. The purpose of this request is to allow truck drivers to plan

their maneuver and exit SR 36 to turn into the site. The 50-foot-tall sign is designed to include logos for Love's and Arby's, at the top, the gas prices in the middle of the sign, and "Dunkin'" and "Welcome of Susanville" signs at the bottom. Gas prices would be digital displays and the other signs would be internally illuminated cabinet signs.

The project also proposes a second freestanding sign along Skyline Road with a height of 25 feet and a sign face area of 406 square feet, and a third freestanding sign is proposed above the truck scale with a height of 21.5 feet and a sign face area of 230 square feet. In addition, signage is proposed on the building façade for each business on the primary frontage and for one business on each of the side elevations. Love's signage is also integrated into the design of the fueling canopies on all four sides.

ANALYSIS:

Overview

The approval of the requested land use entitlements require that the project be consistent with the City's General Plan and comply with the City's Zoning Ordinance. Entitlement specific analysis is provided for ASPR, the Use Permit, and Sign Permit. A discussion of the environmental review process and the environmental impacts of the project are also discussed.

General Plan Consistency Analysis

The project proposes a General Plan Amendment (GPA), **Attachment 3**, as discussed herein. Per CA Government Code section 65358(a), if the City Council deems it to be in the public interest, it may amend the City's General Plan. Amendments of mandatory general plan elements (which includes the Land Use Map of the Land Use Element) may not occur more than four times during any calendar year (CAGC 65358(b)). The proposed amendment would be the City's first General Plan amendment in 2026.

A site's zoning district must be consistent with its General Plan land use designation which requires the City Council to adopt an ordinance pre-zoning the site. The applicant has requested pre-zoning and a condition of approval has been added to require the adoption of the pre-zoning ordinance and annexation of the site into the City limits prior to any entitlements taking effect.

Recommended Condition of Approval

5. Land use entitlements approved shall only take effect after the effective date of the City Council Ordinance pre-zoning the property General Commercial Shopping (C-2) and after the annexation of the project site into the City of is final and recorded.

A summary of the project's consistency with the applicable goals and policies of the General Plan is provided below. A detailed analysis the project's consistency with each applicable policy is provided in **Attachment 5**.

Land Use Element

The project site is currently located in unincorporated Lassen County and designated

Industrial Park under the Susanville Vicinity Area Plan (County General Plan). As the site is within the City's Sphere of Influence (SOI), it is also designated on the City of Susanville General Plan land use map as Light Manufacturing. The applicant requests annexation to the City of Susanville. The Annexation request is consistent with Land Use Policy LUD-6.1 to annex contiguous land as well as policies LUD 6.3 to encourage annexation prior to development, and Policy 6.6 to extend utilities and municipal services upon annexation and in conformance with the City of Susanville General Plan.

The applicant is requesting a General Plan Amendment (GPA) to redesignate the property to General Commercial/Shopping Center. The General Commercial/Shopping Center designation is intended to accommodate a wide range of commercial uses serving both local and regional needs. When located along major transportation corridors, the designation contemplates uses such as service stations, restaurants (including drive-through facilities), and related commercial services. The proposed Travel Stop includes fuel sales (automobile and truck), convenience retail, quick-service restaurant with drive-through, and RV-related services and is consistent with the types of uses contemplated within this General Plan land use designation.

Additionally, Policy LUD-3.3 which requires distinctive and high-quality building design is addressed through the Architectural Site Plan Review and conditioned accordingly (see below).

General Plan Policy LUD-5.5 states that the City shall encourage agricultural land preservation within and outside the city boundaries. While the project site was used for agricultural purposes in the past, it is currently vacant and it is designated in both the County and City General Plans for industrial development and would therefore not conflict with this policy.

Additionally, Policy LUD-8.2 requires that the City ensure zoning designations and maps are consistent with the City's Land Use Map. The applicant has requested a Zoning Map Amendment to zone the site as General Commercial/Shopping Center (C-2) which would be consistent with this policy.

Upon approval of the requested General Plan Amendment and with site specific conditions of approval, the Travel Stop would be consistent with the City's General Plan Land Use designation and the goals and policies referenced in the sections below.

Community Character

The General Plan promotes appropriate siting of commercial development along major transportation corridors, high-quality architectural design, compatibility with surrounding land uses, and mitigation of operational impacts such as noise, lighting, and traffic. Through adherence to the City's Design Guidelines and the Architectural and Site Plan Review and Sign Permit process, the community character and commercial development policies of the General Plan are implemented.

The project's location along SR 36, with access from a signalized intersection and

separated circulation for trucks and passenger vehicles, supports corridor-oriented commercial development while minimizing conflicts.

Policy L of the Community Character Element requires the City to provide public access to and along the Susan River from the nearest public streets and walks. The purpose of this policy is to create a riverfront route for pedestrians and bicyclists along the river's edge for its full length within Susanville as is further clarified by Action 43 in the Open Space, Parks, Recreation, and Childcare element, which directs the City to obtain easements to accommodate the facilities and construct trails as shown in Figure 7-4 of the City of Susanville General Plan. To implement this policy and action, a condition of approval requires the property owner to provide a public access easement or irrevocable offer of dedication of land to the City of Susanville along the Susan River for the entire length which borders/is within the property.

Recommended Condition of Approval

6. Prior to issuance of grading or building permits, the applicant shall provide an official copy of the property title and parcel map for recordation showing an irrevocable offer of dedication to the City of Susanville of the portion of the property that borders the Susan River as follows: Approximately 3,000 feet in length starting at the existing Susanville City limit line at SR-36 and extending to the northwestern property line and 20 feet wide starting at the southern top-of-bank of the Susan River.

Policy ac and ab of the Community Character Element provide guidance on signage including reducing the number of overly large, bright signs and making signs more attractive and readable. Through the Sign Permit process and related conditions of approval as discussed in the Sign Permit section below, the project is consistent with the General Plan.

As conditioned, the project is consistent with General Plan policies related to community character and commercial development quality.

Circulation Element Consistency

The Circulation Element emphasizes roadway safety, Complete Streets principles, and efficient function of major corridors including SR 36.

Access via the existing signalized Skyline Road/SR 36 intersection, along with proposed turn lanes and circulation improvements, supports safety and operational efficiency.

With implementation of proposed roadway improvements and through the conditions established by the Public Works department, the project is consistent with Circulation Element policies promoting safety and corridor functionality.

Recommended Conditions of Approval

7. The project proponent must provide a grading plan and a drainage report demonstrating that the project will not have negative impacts to the state highway and its drainage features. The report must include an analysis of the proposed retention

feature (s).

8. Include 8-phase signaling for the intersection of SR/36 and Skyline Road.
9. Provide a fair share contribution toward the construction of a bike lane along the property frontage on State Route 36.

Economic Development Goals.

The General Plan supports commercial development that strengthens the City's economic base and provides services to residents and visitors. The project would provide commercial services to regional travelers and residents, generate tax revenue, and create employment opportunities. The project supports the General Plan's economic development objectives by expanding commercial services and contributing to the local tax base and employment opportunities.

Community Health, Safety, and Conservation Policies.

The EIR evaluates environmental topics including air quality, noise, biological resources, and cultural resources. In general, implementation of mitigation measures identified in the Mitigation, Monitoring, and Reporting Program, and compliance with applicable regulations, the project would be consistent with General Plan policies related to environmental protection and public health and safety.

Policy g requires that the City consider the maintenance and improvement of air quality as part of development review for new construction and/or expansion of existing uses or structures. In order to limit the effects of the project on both air quality and potential noise, the following conditions of approval are recommended for consistency with General Plan policies.

Recommended Conditions of Approval

10. Signage shall be posted in the overnight truck parking area with "IDLING LIMITED TO 5 MIN."
11. The site operator shall require Recreational Vehicles to plug into the site's electrical services and the use of generators by Recreational Vehicles shall be prohibited and signage posted accordingly.
12. The Applicant shall require all project contractors to use properly maintained mufflers on construction vehicles to meet EPA standards established under the Federal Noise Control Act of 1972 for new equipment.
13. During construction, stationary construction equipment, such as compressors, shall be placed as far as possible from the residential areas to the south.

Additionally, Action program 50 directs the City to use development review and the zoning ordinance to require project features that enhance police and neighbor surveillance of property, and that deter criminal activity. To address potential safety issues, a condition of approval has been recommended.

Recommended Condition of Approval

14. Prior to issuance of a certificate of occupancy, security surveillance video cameras

shall be installed and maintained in good working order to provide coverage on a 24-hour basis of all internal areas and building entrances. The security surveillance cameras shall be oriented in a manner that provides clear and certain identification of all individuals within those areas. Cameras shall remain active at all times and shall be capable of operating under any lighting condition. Security video must use standard industry format to support criminal investigations and shall be maintained for 60 days.

Zoning Code Compliance Analysis

The project proposes a zoning amendment from the pre-zoned Manufacturing (M) to General Commercial and Shopping Center (C-2), which requires adoption of a Zoning Map Amendment Ordinance. As noted above, a condition of approval has been added to clarify that entitlements will not take effect until the Zoning Ordinance Amendment to pre-zone the site takes effect, and the site has been annexed into the City of Susanville. The proposed zoning amendment will be presented to the Planning Commission and City Council for consideration at a future public hearing.

According to Susanville Municipal Code (SMC) Section 17.36.010, the purpose of the C-2 district is *“to provide for a wide range of facilities for the sale of goods and provision of personal services.”* Properties located along major thoroughfares within the C-2 district may accommodate a variety of commercial uses including outdoor sales, fast-food and take-out food service, restaurants, personal care services, automobile repair (excluding heavy trucks), rental services, motels, automobile sales and service, offices, and similar commercial uses.

Uses permitted by right in the C-2 district include *“any general retail commercial structure or shopping center under 80,000 square feet in size.”* Uses allowed subject to approval of a Use Permit include *“fast food restaurants, including drive-in and drive-through restaurants,” “drive-through establishments,” “recreational vehicle parks,”* and *“service stations.”* The proposed travel stop combines elements of these uses, including fuel sales, fast-food restaurants with drive-through service, overnight RV parking, and related traveler services.

Although a travel stop is not specifically listed as a permitted use in the C-2 district, the City Manager determined that the proposed use is similar in character to uses permitted in the district (e.g. fast food and drive-through restaurants or food service, restaurants, service stations, and similar uses). This determination complies with the authority established under SMC Section 17.36.040 (Other Permitted Uses).

SMC Section 17.36.050 establishes development standards for projects within the C-2 district. The proposed project generally complies with the applicable quantitative standards for building height, setbacks, parking, and drive-through stacking as detailed in **Attachment 6**. However, to ensure compliance with the development standards in this section, conditions of approval have been added.

Recommended Conditions of Approval

15. Prior to issuance of building permits, the applicant shall submit elevation drawings for the trash enclosure demonstrating compliance with SMC Section 17.36.050(J).
16. Prior to issuance of building permits, final site plans shall be submitted and include one loading space meeting the requirements of SMC Section 17.100.120 (minimum 12 feet by 30 feet).

Landscaping Standards Compliance

Zoning Code Section 17.96.040 (A) provides the landscaping requirements for parking areas with five or more spaces and 20 or more spaces which includes the following requirements:

- A minimum 10-foot landscaped strip along public street right-of-way lines
- One tree per 30 feet of street frontage
- One shrub per 25 square feet of planting area (grass may be substituted for shrubs)
- Ten percent of the parking area must be landscaped.
- Landscaping must be located within or adjacent to the parking area.
- One tree per eight parking spaces must be provided.
- A landscaped area at least 140 square feet in size is required for every 12 parking spaces.
- Automobile parking areas are proposed along both project frontages, and RV parking is proposed along the SR 36 frontage. These parking areas are approximately 385 feet wide and are set back approximately 300 feet from SR 36.

SMC Section 17.96.040(B) allows landscaping to consist of both plant and non-plant materials provided that at least 50 percent of the required landscaped area consists of living plant material, based on mature plant size.

Additionally, SMC Section 17.96.040(F) requires that all plant material within a 30 foot triangle at the intersection of streets, and a 15 foot triangle at the intersection of driveways and streets, shall be no more than two feet in height above the curb level, except for trees which are trimmed so that no branches extend lower than six feet above the curb. A condition has been added to require compliance with this standard.

SMC Section 17.96.040(G) allows for modification of the above standards to achieve an equal or greater excellence in arrangement, design or attractiveness than would be realized by the normal standards of this section if a use permit is obtained.

As proposed, the project includes three primary parking areas:

1. South Parking Area – approximately 16,900 sq. ft. with 24 automobile parking spaces
2. East Parking Area – approximately 100,000 sq. ft. with 32 automobile spaces and 15 RV spaces
3. Truck Parking Area – approximately 200,000 sq. ft. with 70 truck parking spaces

A 20-foot-wide strip of cobble rock mulch surrounds most parking areas, except where parking areas are adjacent to buildings and pedestrian walkways and a 60-foot-wide strip

of rock mulch is proposed along the SR 36 frontage; however, the plans do not show trees or shrubs along the SR 36 right-of-way line.

Parking areas along Skyline Road are set back at least 45 feet from the property line and are separated from the roadway by a 30-foot-wide landscaped strip containing trees spaced approximately 30 feet apart. No shrubs or grass are proposed within this frontage landscape area.

As designed, the project does not comply with the landscape standards. However, 17.96.040(G) allows for an alternative landscape plan with a use permit. As the strict application of the landscaping standards could create visual obstacles and impediments to circulation, landscaping conditions have been established that require trees and landscaping around the perimeter of the site.

Recommended Conditions of Approval

17. All plant material and signage within a 30 foot triangle at the intersection of streets, and a 15 foot triangle at the intersection of driveways and streets, shall be no more than two feet in height above the curb level, except for trees which are trimmed so that no branches extend lower than six feet above the curb.
18. To comply with the tree requirement along SR 36 frontage, the landscape plan shall be revised to include one tree for every 30 feet of street frontage planted within 110 feet of the right-of-way and along the northern boundary of the developed area and freestanding sign access road.
19. One shrub per 25 square feet of the required 10-foot planting area shall be provided along both the SR 36 and Skyline Road frontages and along the northern boundary of the developed area and freestanding sign access road. Grass may be substituted for shrubs at the applicant's discretion.
20. Living plant material shall be added to landscaped areas surrounding the parking areas to demonstrate that at least 50 percent of the required landscape area will consist of living plant material at maturity.
21. The site operator and property owner are responsible for ensuring all landscaping is kept clean and free of trash and debris and kept in healthy condition and consistent with the landscaped design in the final approved plans.

Architectural and Site Plan Review

Pursuant to Susanville Municipal Code (SMC) Section 17.36.050(K), Architectural and Site Plan Review (ASPR) is required and subject to the City of Susanville Design Guidelines, adopted July 17, 2002, as may be amended. The Design Guidelines address the following project elements: site plan, architecture, off-street parking, landscaping, exterior lighting, signs, and art. A summary of the project's consistency with the guidelines is provided below and a detailed listing of each applicable guideline and the project's consistency with each guideline is provided in **Attachment 7**.

The proposed Love's Travel Stop has been designed in a manner generally consistent with the City's Design Guidelines pertaining to site planning, grading, drainage, and integration with natural features. The 13,005-square-foot convenience store building has

a maximum height of approximately 23–25 feet and incorporates articulated façades and neutral base colors with limited accent colors consistent with the design guidelines. The project includes perimeter and internal landscaping, including bioretention areas serving both aesthetic and stormwater functions.

Conditions of approval are required to ensure the project is consistent with equipment screening requirements, lighting guidelines, landscaping, and signage. Signage is analyzed and conditions are discussed below under Sign Permit.

Recommended Conditions of Approval

22. Rooftop mechanical equipment shall be fully screened from public view.
23. Prior to issuance of a building permit, the applicant shall provide a final plan set showing all proposed lighting specifications. No lighting shall be installed above 24' in height and shall have full cutoff fixtures and shielding of the light source in compliance with glare and spillover standards.

The architectural character of surrounding development along this section of SR 36 is predominantly commercial in nature, typically consisting of stucco exterior finishes and flat roofs with mansard-style accents and parking areas located between the building and adjacent streets. Therefore, as conditioned, the architectural and general appearance of the buildings, structures, and grounds are in keeping with the character of the neighborhood and the use will not be detrimental to the orderly and harmonious development of the City. Approval of the ASPR is included in the Architectural & Site Plan Review, Use Permit, & Sign Permit Resolution (**Attachment 4**).

Use Permit Review

Approval of a Use Permit requires the Planning Commission to make the following finding:

The establishment, maintenance, or operation of the use, building, or facilities will not be detrimental to, or contrary to, the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of the proposed use, nor will it be detrimental or injurious to property or improvements in the neighborhood or to the general welfare of the City.

As discussed in this staff report, the proposed development, with site specific conditions of approval would be consistent with the City's General Plan and Design Guidelines and comply with the development standards for the C-2 zoning district. Further, as discussed in the Environmental Impact Report, the project would have less than significant impacts on the environment. As such, the proposed travel stop, which includes overnight RV parking, truck parking, convenience store, two fast-food restaurants, and fuel sales, will not be detrimental to the health, safety, peace, comfort, or general welfare of persons residing or working in the vicinity due to its design, site layout, and location. Approval of the Use Permit is included in the draft Resolution approving Architectural & Site Plan Review, Use Permit, & Sign Permit (**Attachment 4**).

Sign Permit Review

The applicant proposes 11 wall signs on the building and eight on the fuel dispenser canopies, three freestanding pole-mounted signs, and eight directional signs. Per SMC section 17.128.070, building signs shall not exceed a combined size of one-and-one-half square feet in area for each linear foot of building frontage. Two freestanding signs not to exceed 150 square feet each (75 square feet per side for a double-faced sign), 15 feet in height, and set back a minimum of 12 feet from the road right-of-way are allowed. Directional signs (referred to as "incidental and traffic control signs" in the SMC) are exempt from a sign permit.

SMC section 17.18.130(F) allows exemptions from the sign standards for sign size and height, among other criteria, subject to Planning Commission approval of a use permit. To approve a use permit for a sign the applicant is required *"to demonstrate that practical difficulties or hardships would otherwise be caused and the exception applied for is the most suitable and effective in relation to the location or terrain of the site or from the standpoint of the intended viewer."*

A total of 11 wall signs with an aggregate sign face area of 347.4 square feet are proposed. Six wall signs are proposed on the front (east) elevation, one is proposed on the left (south) elevation, and four are proposed on the right (north) elevation. Based on the building frontage, the maximum wall sign area allowed is 403 square feet. One 23.39-square foot sign is proposed on each side of both fuel dispenser canopies for a total of eight wall signs on the canopies. Preliminary plans for the location and sizes of the signs are detailed in **Attachment 6**. Except for the freestanding signs, all the proposed signs comply with the criteria of the SMC.

A 50-foot tall freestanding sign with a double-sided sign face area of 1,171 square feet (including both sides) is proposed along the SR 36 frontage. The sign would contain a total of 60 characters (letters and numerals) with one sign for each of the three businesses on the site, two fuel price signs, and a "Welcome to Susanville" sign. As proposed, the freestanding sign face area and sign height exceed the maximums allowed by over 780% and 330%, respectively. A second freestanding sign (identified in the plans as a "Street Sign") is proposed along Skyline Road just west of the first driveway entrance. It is 25 feet tall and has a total sign face area of 406 square feet (including both sides). The sign has one sign for each business on the site and five fuel price signs. A third freestanding sign is proposed above the truck scale with a height of 21.5 feet and a sign face area of 230 square feet (including both sides). The truck scale is adjacent to the west side of the truck fuel dispenser canopy and would be shielded from Skyline Road by the canopy and is setback approximately 700 feet from SR 36.

Using the US Sign Council (USSC) guidance for signage size, the applicant's analysis for the freestanding sign along SR 36 shows that sign area of 278 square feet per side is required. The applicant's analysis accounts for 60 characters (all letters and numerals) and a travel speed of 50 miles per hour. Per the USSC guidance a Viewer Reaction Time of approximately 8 seconds is appropriate and for which 588 feet represents the approximate distance required for drivers to detect a sign, read the information, and safely maneuver toward the destination. Using the USSC's formula to calculate text height

legible at 588 feet, the copy on the sign should be about 16 inches high and to accommodate 60 characters, space between the characters, margins around the characters and sufficient background contrast to achieve the USSC sign design guideline of approximately 60 percent negative space (background), the total sign area would need to be approximately 278 square feet per side. At 585 square feet per side, the proposed sign is more than twice the size recommended by the USSC guidelines.

Based on the USSC legibility methodology, while increased visibility distance may improve awareness of the site, it does not appear that a 50-foot-tall 1,171 sf sign is necessary to comply with USSC Guidelines, and the following condition of approval has been added. A USSC legibility analysis of the appropriate size and height of the freestanding sign along Skyline Road was not provided.

Recommended Conditions of Approval

24. The applicant shall provide an analysis of the minimal sign height and size necessary for legibility of the freestanding sign along SR 36 and along Skyline Road using the methodology provided in the US Sign Council guidelines and reduce the height and size of the signs accordingly. Revised sign plans shall be subject to review and approval by City staff.

Approval of the Sign Permit is included in the draft Resolution approving Architectural & Site Plan Review, Use Permit, & Sign Permit (**Attachment 4**).

COMMUNITY CORRESPONDENCE:

On December 17, 2025, the City released a Notice of Availability for the Draft Environmental Impact Report. In addition to comments on the environmental impacts of the project which are addressed in the Final EIR, comments regarding the merit of the project were shared with the City during that process. Several comments were received supporting the project noting the benefits of a safe location for trucks to stop, new job opportunities, and benefits to the local economy.

Additionally, community members expressed concern about the potential for increased criminal activity and drug use on the site, impacts on other/similar local businesses, the scale and location of the project, impacts on the quality of life and character of the area and livestock behavior, and access to the rail trail.

A Notice of Public Hearing was published in the Intermountain News and mailed to property owners within 300 feet of the project site on April 3, 2026.

ENVIRONMENTAL REVIEW:

In accordance with the California Environmental Quality Act (CEQA) (Public Resources Code §21000 et seq.) and the State CEQA Guidelines (14 CCR §15000 et seq.), a Draft Environmental Impact Report (Draft EIR) was prepared for the proposed Love's Travel Stop project. The Draft EIR evaluates the potential environmental impacts associated with

annexation of the project site into the City, pre-zoning of the property, development of the travel stop facility, and long-term operation of the use.

Notice of Preparation (NOP) for the EIR along with an Initial Study were published on January 31, 2025. The Initial Study identified that the project could have potentially significant impacts on Air Quality, Biological Resources, Cultural Resources, Energy, Geology/Soils, Greenhouse Gas Emissions, Noise, Transportation, Tribal Cultural Resources, Utilities/Service Systems, and Mandatory Findings of Significance. The NOP initiated a 30-day public comment period that ran from February 3, 2025, through March 5, 2025. A total of five public comments were received along with letters from the Native American Heritage Commission, California Department of Fish and Wildlife, California Department of Transportation, and Lassen County.

Following publication of the NOP, a Draft Environmental Impact Report was prepared and published on December 17, 2025 and initiated a 45-day public and agency review period that ran through January 31, 2026. The Draft EIR analyzes project-level and cumulative impacts across all environmental issue areas identified in CEQA Guidelines Appendix G. The document identifies feasible mitigation measures to reduce environmental effects and evaluates alternatives capable of reducing significant impacts. A Mitigation Monitoring and Reporting Program (MMRP) has been prepared in compliance with CEQA Guidelines Section 15097 to ensure implementation of adopted mitigation measures.

The DEIR concluded that all impacts from the project would be less than significant or would be reduced to a less-than-significant level with the implementation of mitigation measures. Specifically, the DEIR found that the project would have less than significant impacts to Aesthetics, Air Quality, Energy, Greenhouse Gas Emissions, Noise and Vibration, Transportation, and Utilities and Service Systems.

The DEIR found impacts to Biological Resources, Cultural Resources, Geology and Soils, and Tribal Cultural Resources would be potentially significant but through the implementation of established mitigation measures, impacts would be less than significant. Additionally, the DEIR concluded that the project would not result in a cumulatively considerable contribution to a significant cumulative impact.

The City received comments from 20 members of the public and from three State agencies: Caltrans, California Department of Fish and Wildlife, and California Department of Conservation Geologic Energy Management Division. Upon completing review of the public and agency comments, Ascent prepared a Final Environmental Impact Report which included a response to comments. As required, the FEIR, including responses to comments received from State Agencies, was made available at least ten-days prior to considering project approvals. Certification of the EIR is required prior to project approvals. The Draft and Final EIR can be found on the City's website at <https://ceqanet.lci.ca.gov/2025011078/3>.

The EIR establishes ten mitigation measures (MM 3.3-2a, MM 3.3-2b, MM 3.3-2c, MM 3.3-3, MM 3.3-4, MM 3.4-1a, MM 3.4-1b, MM 3.6-1, MM 3.10-1a, and MM 3.10-1b) that

reduce the project's impacts to biological resources, cultural resources, geologic (paleontological) resources, and tribal cultural resources and which are included in the Project's Mitigation, Monitoring, and Reporting Program (MMRP) which is included as Exhibit B of **Attachment 4**.

Recommended Condition of Approval

25. The project applicant/operator and property owner shall implement all mitigation measures in the Mitigation, Monitoring, and Reporting Program certified as part of the environmental impact report certified by the City on April 15, 2026.

STAFF RECOMMENDATION:

Staff recommends the Planning Commission take the following actions:

1. Adopt a resolution certifying the Susanville Travel Stop Project EIR.
2. Adopt a resolution recommending that the City Council amend the General Plan Land Use Map changing the land use designation of the subject property from Light Industrial/Business Park to General Commercial Shopping Center.
3. Adopt a resolution approving the Architectural & Site Plan Review, Use Permit, Sign Permit, subject to conditions of approval.

ATTACHMENTS:

- Attachment 1: Project plans
- Attachment 2: Resolution Certifying the Susanville Travel Stop Project Environmental Impact Report
- Attachment 3: Resolution Recommending that City Council Amend the General Plan Land Use Map
- Attachment 4: Resolution approving Architectural & Site Plan Review, Use Permit, & Sign Permit
 - Exhibit A – Conditions of Approval
 - Exhibit B – Findings of Fact
 - Exhibit C – Mitigation, Monitoring, and Reporting Program
- Attachment 5: General Plan Consistency Analysis
- Attachment 6: Zoning Code Compliance Analysis
- Attachment 7: Architecture & Site Plan Review Analysis

RESOLUTION NO. 26-6533
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
INITIATING THE ANNEXATION OF APN 107-280-017 AND ADJACENT PUBLIC RIGHT OF
WAY ALONG STATE ROUTE 36 FROM THE PROPERTY LINE TO THE OPPOSITE
PROPERTY LINE ACROSS THE HIGHWAY INTO THE CITY LIMITS OF SUSANVILLE AND
AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION FOR ANNEXATION
OF THE PARCEL TO THE LASSEN LOCAL AGENCY FORMATION COMMISSION

WHEREAS, on October 14, 2024 the City of Susanville received applications from Lane Engineers on behalf of Sierra Pacific Industries requesting annexation to the City of Susanville of a 79.6 acre parcel located at the northwest corner of State Highway 36 and Skyline Road (APN: 107-280-017) (herein “Project Site”), along with a General Plan Map Amendment, Zoning Map Amendment, and Architectural and Site Plan Review, Use Permit, and Sign Permit applications to develop a travel stop consisting of a convenience store and two fast food restaurants in a 13,005 square foot building, truck and automobile fueling station, and overnight RV parking area and associated amenities (herein “Project”); and

WHEREAS, the City desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (the “Act”), commencing with California Government Code section 56000, for the annexation of the Project Site and adjacent public right of way; and

WHEREAS, the Lassen Local Agency Formation Commission (LAFCO) is the lead agency responsible for approving or denying requests for annexation; and

WHEREAS, the parcel is located within the City of Susanville's Sphere of Influence which delineates the City's probable ultimate physical boundary and service area, as approved by Lassen LARFO; and

WHEREAS, the parcel is adjacent to the existing City boundary and will not result in the creation of any non-contiguous parcels in the unincorporated area of Lassen County; and

WHEREAS, General Plan Policy LUD 6.1 says that the City shall work with Lassen County, Susanville Consolidated Sanitary District (SCSD) and Lassen Municipal Utilities District (LMUD) to seek to annex lands within its sphere of influence that are contiguous to its city limits; and

WHEREAS, General Plan Policy LUD-6.3 says that the City shall encourage annexation of areas to the city prior to their development; and

WHEREAS, the City determined that the proposed project, located on the approximately 79.6 acre-Project Site (APN 107-280-017), constitutes a discretionary action, is subject to the California Environmental Quality Act and issued a Notice of Preparation for an Environmental Impact Report on February 3, 2025; and

WHEREAS, on December 16, 2024, the Susanville Sanitary District provided a statement of intent to own and operate the sewer main line serving the Love's Travel Stop and requested to submit a joint annexation application to Lassen LAFCO; and

1 **WHEREAS**, the Project Site is currently located within the unincorporated territory of
2 Lassen County, and the Project analyzed in the EIR specifically includes annexation of said
3 parcel(s) into the City of Susanville, along with associated jurisdictional boundary changes; and

4 **WHEREAS**, the Project site will be accessible from State Route 36, and it is in the public
5 interest to include the Project frontage from the property line to the center line of the highway
6 along the length of the project frontage in the annexation; and

7 **WHEREAS**, a Draft Environmental Impact Report was released for a 45-day public
8 review period on December 17, 2025, and notification was provided to Lassen LAFCO as a
9 Responsible Agency; and

10 **WHEREAS**, the City received no formal comments from LAFCO during the DEIR public
11 review period regarding the scope of the environmental analysis or the proposed annexation;
12 and

13 **WHEREAS**, the Final EIR, along with the Notice of Public Hearing expressing the City's
14 intent to certify the EIR and approve the Project, including annexation, was transmitted to
15 Lassen LAFCO on April 6, 2026; and

16 **WHEREAS**, the Final Environmental Impact Report for the project was certified by the
17 Susanville Planning Commission on April 15, 2026, through adoption of PC Resolution 26-1200
18 and Findings of Fact were made pursuant to PRC Section 21081(a)(3); and

19 **WHEREAS**, a Notice of Public Hearing was published in the Intermountain News on
20 April 3, 2026, and mailed to property owners within 300 feet of the project site; and

21 **WHEREAS**, the City Council has considered all information related to this matter as
22 presented at the April 15, 2026, public meeting of the City Council, including the supporting
23 reports by City Staff.

24 **NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Susanville, as
25 follows:

- 26 1. The City Council hereby finds that the facts set forth in the recitals to this resolution
27 are true and correct and establish the factual basis for the City Council's adoption of
28 this resolution; and
- 29 2. The City Council finds that annexation of the Project Site is consistent with the City of
30 Susanville growth and annexation policies as set forth in City Council Resolution No.
31 09-4509 in that it:
 - 32 a. aligns with the City's growth goals by annexing land within the City's Sphere of
33 Influence (SOI);
 - 34 b. is contiguous with city limits;
 - 35 c. can be efficiently served by municipal services including roads, public sewer, and
36 public water;
 - 37 d. allows the City to control the type, quality and location of development that is
38 currently outside the city limits, but within the SOI;
 - 39 e. has a positive net effect on the City's fiscal stability; and

f. preserves the natural resources associated with the Susan River by maintaining a buffer in excess of 300 feet; and

3. The City Council hereby determines that the potential environmental effects from the actions authorized by this resolution were adequately analyzed in the Susanville Travel Stop Project Final EIR (SCH #2025011078) certified by the Planning Commission on April 15, 2026. Consistent with Public Resources Code Section 21081(a), the City Council makes general findings and findings regarding each significant adverse environmental effect of the Project as set forth in Exhibit B (Findings of Fact), attached hereto and incorporated by reference. Additionally, consistent with Section 21081(a)(3) the City Council makes findings with respect to alternatives studies in the EIR as set forth in Exhibit A. Pursuant to CEQA Guidelines Section 15091(d), a Mitigation Monitoring and Reporting Program has been prepared as set forth in the Planning Commission Project Entitlements Approval Resolution, and incorporated herein by reference, to ensure that all feasible mitigation measures which serve to reduce environmental impacts of the Project are fully implemented; and
4. The City Council hereby consents to annexation of the Site and adjacent public right of way on State Route 36; and
5. The City Council hereby authorizes City staff to submit an application to the Local Agency Formation Commission of Lassen County to initiate proceedings for the annexation of the Site as shown in Exhibit A and identified by Assessor's Parcel Number 107-280-017 along with the adjacent public right of way in the manner provided by the Act; and
6. This resolution shall take effect immediately upon its adoption.

APPROVED: _____
Mendy Schuster, Mayor

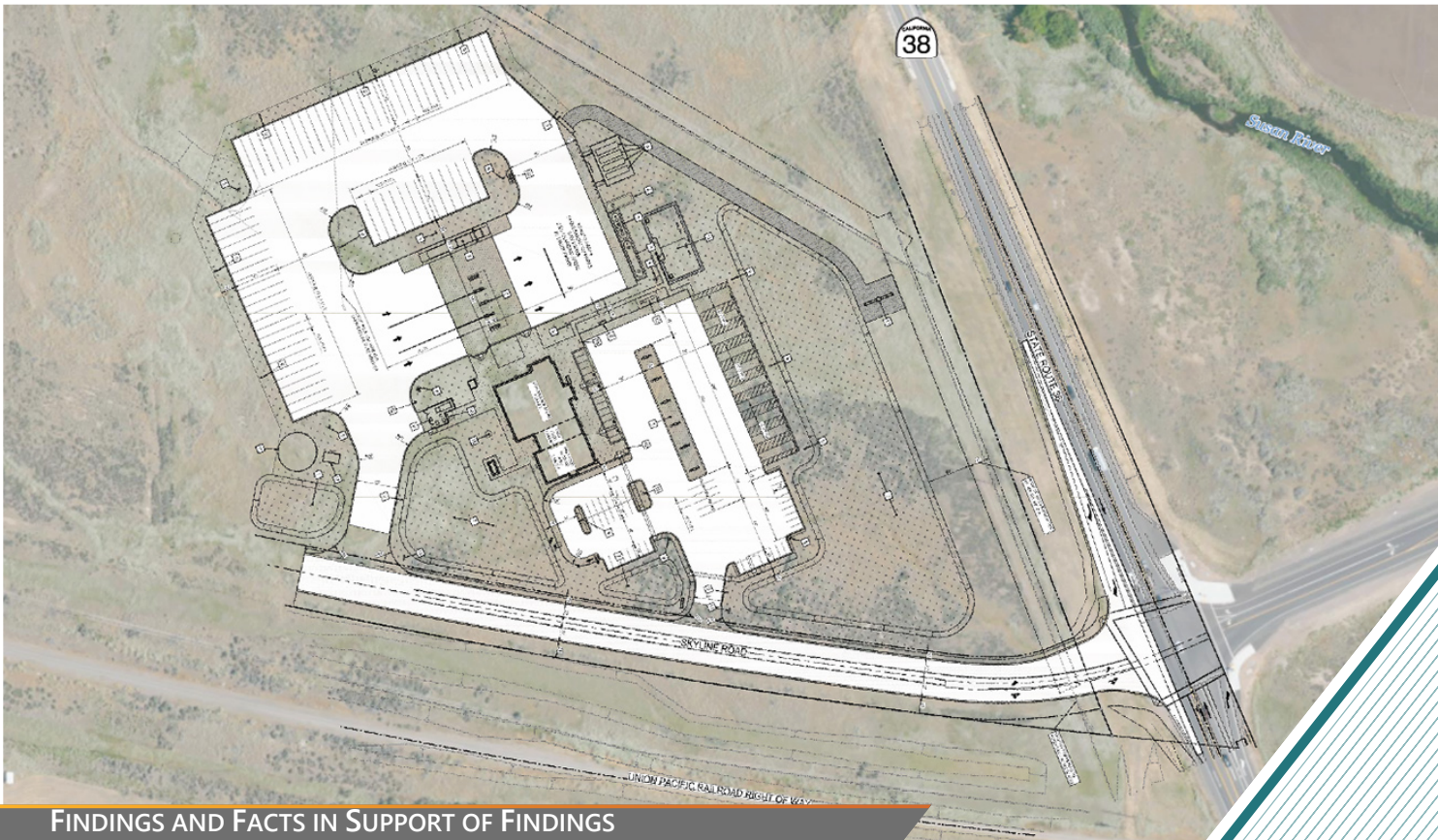
ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



FINDINGS AND FACTS IN SUPPORT OF FINDINGS

Susanville Travel Stop Project

Prepared for:



City of Susanville

April 2026

Susanville Travel Stop Project

Prepared for:



City of Susanville
66 N. Lassen Street
Susanville, CA 96130

Contact:

Mr. Dan Newton
City Manager
66 North Lassen Street
Susanville, CA 96130
Office: (530) 252-5106
Fax: (530) 252-5109

Prepared by:



Ascent
455 Capitol Mall, Suite 300
Sacramento, CA 95814

Contact:

Eric Ruby
Project Director
619.489.5676

April 2026

20240127.03

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LIST OF ABBREVIATIONS

ADA	Americans with Disabilities Act
Caltrans	California Department of Transportation
CARB	California Air Resources Board
CDFW	California Department of Fish and Wildlife
CEQA	California Environmental Quality Act
CSA	California Endangered Species Act
CNPS	California Native Plant Society
CWA	Clean Water Act
Draft EIR	Draft Environmental Impact Report
EIR	Environmental Impact Report
Final EIR	Final Environmental Impact Report
LAFCO	Local Agency Formation Commission
LED	Light Emitting Diode
LSAA	Lake and Streambed Alteration Agreement
MBTA	Migratory Bird Treaty Act
MMRP	Mitigation Monitoring and Reporting Program
MOU	Memorandum of Understanding
NAHC	Native American Heritage Commission
NOP	Notice of Preparation
PRC	Public Resources Code
RV	Recreational Vehicle
RWQCB	Regional Water Quality Control Board
SCH	State Clearinghouse
SF	Square Foot
SHPO	State Historic Preservation Officer
SR	State Route
STAA	Surface Transportation Assistance Act
SVP	Society of Vertebrate Paleontology
SWPPP	Stormwater Pollution Prevention Plan
SWRCB	State Water Resources Control Board
UCMP	University of California Museum of Paleontology
USACE	US Army Corps of Engineers
USSC	United States Sign Council
VMT	Vehicle Miles Traveled

1 INTRODUCTION

Public Resources Code (PRC) section 21002 provides that “public agencies should not approve projects as proposed if there are feasible alternatives or feasible mitigation measures available which would substantially lessen the significant environmental effects of such projects[.]” This statutory command is known as the “substantive mandate” of the California Environmental Quality Act (CEQA) (PRC, Section 21000 et seq.). (See *Mountain Lion Foundation v. Fish & Game Commission* (1997) 16 Cal.4th 105, 134 (*Mountain Lion Foundation*).) Public Resource Code section 21002 also states that the procedures required by CEQA “are intended to assist public agencies in systematically identifying both the significant effects of proposed projects and the feasible alternatives or feasible mitigation measures which will avoid or substantially lessen such significant effects.”

This substantive mandate of CEQA is effectuated through the requirements that (i) Environmental Impact Reports (EIRs) include mitigation measures and alternatives that would substantially lessen or avoid significant environmental effects, and (ii) at the time of project approval, agency decisionmakers adopt what are commonly called “CEQA Findings,” which describe the disposition of all significant effects identified in EIRs. Public Resources Code section 21081, subdivision (a) is the statutory provision that requires such findings. The parallel section in the CEQA Guidelines (Guidelines) is section 15091.¹

The Final EIR (which includes the Draft EIR, all comments received on the Draft EIR, Responses to Comments, and Revisions to the Draft EIR) for the Susanville Travel Stop Project (project) satisfies the first of these two requirements. Through the CEQA Findings set forth below, the City Council of the City of Susanville (City) satisfies the second requirement. “[T]he purpose of the statutory requirement for findings is to ensure that the decision making agency actually considers alternatives and mitigation measures.” (*Resource Defense Fund v. Local Agency Formation Commission of Santa Cruz County* (1987) 191 Cal.App.3d 886, 896.) “The requirement ensures there is evidence of the public agency’s actual consideration of alternatives and mitigation measures, and reveals to citizens the analytical process by which the public agency arrived at its decision.” (*Mountain Lion Foundation, supra*, 16 Cal. 4th at p. 134.) “Under CEQA, the public agency bears the burden of affirmatively demonstrating that, notwithstanding a project’s impact on the environment, the agency’s approval of the proposed project followed meaningful consideration of alternatives and mitigation measures.” (*Ibid.*)

Section 15091 of the Guidelines provides that no public agency shall approve or carry out a project for which an EIR has been certified that identifies one or more significant effects on the environment caused by the project unless the public agency makes one or more of the following findings:

- ▶ Changes or alterations have been required in, or incorporated into, the project, which *avoid or substantially lessen* the significant environmental effects identified in the EIR.
- ▶ Such changes or alterations are within the responsibility of another public agency and not the agency making the finding. Such changes have been adopted by such other agency or can and should be adopted by such other agency.
- ▶ Specific economic, legal, social, technological, or other considerations, including provision of employment opportunities for highly trained workers, make infeasible the mitigation measures or project alternatives identified in the EIR.²

CEQA does not define the terms “avoid” or “substantially lessen” as used in section 15091. The City therefore gleanes the meaning of these terms from the other context in which the terms are used. Public Resources Code section 21081, on which CEQA Guidelines section 15091 is based, uses the term “mitigate” rather than “substantially lessen.” The CEQA Guidelines therefore equate “mitigating” with “substantially lessening.” Such an understanding of the statutory term is consistent with the policies underlying CEQA, which, as noted above, include the policy that “public agencies

¹ The Guidelines are found in 14 Cal. Code Regs. § 15000, et seq.

² See also Cal. Pub. Res. Code § 21081.

should not approve projects as proposed if there are feasible alternatives or feasible mitigation measures available which would substantially lessen the significant environmental effects of such projects." (Pub. Resources Code section 21002.)

For purposes of these findings, the term "avoid" refers to the effectiveness of one or more mitigation measures to reduce an otherwise significant effect to a less-than-significant level. In contrast, the term "substantially lessen" refers to the effectiveness of such measure or measures to substantially reduce the severity of a significant effect, but not to reduce that effect to a less-than-significant level. These interpretations appear to be mandated by the holding in *Laurel Hills Homeowners Assn. v. City Council* (1978) 83 Cal.App.3d 515, 519-521 (*Laurel Hills*), in which the Court of Appeal held that an agency had satisfied its obligation to substantially lessen or avoid significant effects by adopting numerous mitigation measures, not all of which rendered the significant impacts in question to less than significant.

Although CEQA Guidelines section 15091 requires only that approving agencies specify that a particular significant effect is "avoid(ed) or substantially lessen(ed)," these findings, for purposes of clarity, in each case will specify whether the effect in question has been reduced to a less-than-significant level, or has simply been substantially lessened but remains significant.

With respect to a project for which significant impacts are not avoided or substantially lessened, a public agency decision-maker, after adopting proper findings, may nevertheless approve the project if the agency first adopts a statement of overriding considerations setting forth the specific reasons why the agency decision-maker found that the project's "benefits" outweigh its "unavoidable adverse environmental effects" and on that basis consider the adverse environmental effects acceptable" under CEQA (CEQA Guidelines sections 15093 and 15043(d). See also Pub. Resources Code section 21080(b).) The California Supreme Court has stated, "(t)he wisdom of approving [any] development project, a delicate task which requires a balancing of interests, is necessarily left to the sound discretion of the local officials and their constituents who are responsible for such decisions. The law as we interpret and apply it simply requires that those decisions be informed, and therefore, balanced." (*Citizens of Goleta Valley v. Board of Supervisors* (1990) 52 Cal.3d 553, 576.). However, the project does not include significant impacts that cannot be mitigated to a less-than-significant level.

Pursuant to these requirements, the City Council, as the decision-making body for the City, hereby makes the following environmental findings in connection with the Project, as more fully described in the Final Environmental Impact Report (Final EIR) dated April 2026 (SCH No. 2025011078).

2 PROJECT DESCRIPTION

2.1 PROJECT NARRATIVE

The proposed project includes annexation of a 79.6 acre parcel and development of a travel stop, which would provide professional truck drivers and motorists with 24-hour access to purchase gasoline, diesel, propane, electronics, snacks, travel items, and two fast-food restaurants, one with drive-thru. A dog park, RV dump station, bioretention basins, truck, RV and automobile parking areas and landscaping/lighting are also proposed, along with a 10-space overnight RV park. Finish grading for the entire project site would be balanced onsite. The complete project site is shown in Figure 2-2. The site plan is shown on Figure 2-3 and project elevations and floor plans are shown on Figure 2-4 and Figure 2-5 respectively. Table 2-1 provides a summary of the proposed uses.

Project characteristics and design features are listed below and summarized in the following sections:

- ▶ a 12-position passenger vehicle fueling station;
- ▶ a 4-position truck fueling station;
- ▶ a combined 13,005-square foot (SF) convenience store and two fast-food options, approximately 25 ft in height; 7,943 SF would be convenience store, the smaller of the two fast food options would be 1,588 SF with 3,474 SF for the fast-food restaurant with drive-thru;
- ▶ a 5,000 SF dog park;
- ▶ a truck scale;
- ▶ an RV dump station;
- ▶ a 1,000-gallon propane tank;
- ▶ a 30,000-gallon below ground gasoline storage tank, including fuel delivery parking;
- ▶ four 12,000-gallon above-ground diesel storage tanks for truck fueling, including fuel delivery parking;
- ▶ a 20,000 two-compartment below ground split tank with 12,000 gallons of diesel for automobiles and 8,000 of premium unleaded for automobiles;
- ▶ a 20,000-gallon below ground diesel exhaust fluid storage tank;
- ▶ 70 standard truck parking spaces (all available for overnight parking), 53 automobile parking spaces, five RV parking spaces, three electric vehicle (EV) charging station spaces, three accessible parking spaces and 10 overnight RV parking spaces with full hookups (power, water, and sewer);
- ▶ on site lighting, consisting of high-mast LED fixtures and LED canopy lighting - 43' in truck areas and 33' in auto areas;
- ▶ high-rise sign (75 ft in height), and other directional signage;
- ▶ bicycle rack and bicycle parking (8 short term spaces and 2 long term spaces);
- ▶ trash compactor, recycling and grease collection bins;
- ▶ landscaping, hardscaping, pavement, and fencing;
- ▶ one 200,000-gallon fire water supply storage tank and associated booster pump;
- ▶ four stormwater bioretention basins between - 6,272 SF and 86,247 SF;
- ▶ rooftop solar panels and other sustainability features; and
- ▶ utility extensions for gas, water and sewer.

Table 2-1 Summary of Proposed Land Uses

Building/Use	Square Feet
Convenience Store	7,943
Fast-Food Counter	1,588
Fast-Food Restaurant (w/drive-through)	3,474
Dog Park	5,000
Landscaping area	142,650
Extension of Skyline Road (additional paved area)	77,805
Parking	Number of Spaces
EV Parking/Charging	3
Total Auto Parking (including 4 Accessible spaces)	53
RV Parking	5
Overnight RV Parking	10
Standard Truck Parking	70
Total	141

Source: Lane Engineers, Inc. 2024; adapted by Ascent 2024.

The project would include a 7,943-SF convenience store, one 1,588-SF fast-food option and another 3,474-SF fast-food restaurant with an external drive-through window. The convenience store and fast-food restaurants would occupy the same building, which would be located between the automobile and truck fueling stations and would be in the central portion of the project site. The area north and east of the building would include automobile parking, with overnight RV parking to the very north; and the western and southwestern portions of the project site would consist of parking spaces for trucks. The auto fueling bays and diesel fueling bays would be accessible by separate entry points and physically separated by the building housing the fast-food restaurant and convenience store. Underground gasoline storage tanks would be in the northwest corner of the project site and would consist of a 30,000-gallon tank for unleaded fuel, a 20,000-gallon split tank with 12,000 gallons of diesel for automobiles and 8,000 of premium unleaded for automobiles, and a 20,000-gallon diesel exhaust fluid tank for diesel exhaust fluid. Above-ground diesel storage tanks would be located in the same portion of the site and consist of four 12,000-gallon tanks to hold diesel.

Truck and automobile fueling bays would be covered by a canopy and would have a hydrologically isolated drainage system that discharges to an oil/water separator. The four above-ground storage tanks would include a concrete containment curb that would catch and retain fuel in the event of a fuel spill.

The proposed four stormwater bioretention basins would collect surface runoff from the project site (see Figure 2-3). Bioretention systems are designed to function in a manner similar to the physical, chemical, and biological processes in the natural environment. These systems capture runoff, promote infiltration and evapotranspiration, recharge groundwater, and remove nutrients, sediment, and heavy metals carried in stormwater.

Landscaping would cover approximately 142,650 SF (23 percent) of the 14.15-acre project site. Landscaping would include native plants, xeriscaping, or other drought resistant plants, consistent with the Landscaping Regulations included in Chapter 17.96.040 of the City of Susanville Code of Ordinances. The landscape plan is shown in Figure 2-6.

The project would provide a total of 141 parking spaces, split into 70 standard truck parking spaces, 53 automobile parking spaces, five RV parking spaces, three EV charging station spaces, and 10 overnight RV parking spaces; four of the automobile spaces would be accessible per the requirements of the Americans with Disabilities Act (ADA).

Overnight truck parking would be available in all truck spaces; however, idling of trucks would be limited to no more than five minutes, consistent with California Air Resources Board (CARB) requirements.

With regard to the high-rise sign, due to the nature of the development (a truck stop serving large semi-trucks), it is imperative that adequate visibility is achieved at a safe distance which allows truck drivers to plan their maneuver and exit SR 36 to turn into the site. Information contained in United States Sign Council (USSC) guidance notes that at 50 miles per hour, the rate at which the viewing distance decreases is 88 feet per second (USSC Foundation 2015). Because of this rapidly decreasing window of viewing opportunity, roadside sign design, and its height, is critical to traffic safety. Driving northbound on SR 36 from Johnstonville, the speed limit is 55 mph until approximately 500 ft from the SR 36/Skyline Road intersection and is 50 mph southbound on SR 36 from Susanville, thus at those speeds it is critical the sign is of sufficient height to allow safe vehicle maneuvering. As such, the project applicant is seeking a Conditional Use Permit for the 75 ft sign height.

In terms of sustainability features, the project's building energy-efficient features would include, but would not be limited to, water-efficient landscape design, high-efficiency plumbing fixtures and weather-based controller and drip irrigation systems to promote a reduction of indoor and outdoor water use. The project would include solar panels which would be installed in accordance with the California Energy Code requirements and would produce an estimated 51,000 kWh/year, along with the three EV charging spaces mentioned previously, which would be provided in accordance with the CALGreen code. The project would provide bicycle facilities that would meet or exceed the respective CALGreen code.

2.2 PROJECT OBJECTIVES

Consistent with CEQA Guidelines Section 15124(b), a clear statement of the objectives and underlying purpose of the project shall be disclosed in the Draft EIR. The underlying purpose of the project is to develop a regional travel stop and related commercial land uses on Regional Commercial (C-R)-designated land within unincorporated Lassen County on land that will be annexed into the City of Susanville via an annexation application processed by the Lassen County Local Agency Formation Commission (LAFCO). This underlying purpose, in turn, gives rise to the following project objectives:

- ▶ Create a high-quality travel stop commercial development along SR 36, a designated Surface Transportation Assistance Act (STAA) route.³
- ▶ Develop a property of sufficient size to create a regional travel stop that would accommodate a truck and auto fuel dispensing area, convenience store, two fast-food restaurants, dog park, truck parking and overnight RV parking.
- ▶ Construct a travel stop facility near a major highway to minimize truck and automobile movements, Vehicle Miles Traveled (VMT), and associated air pollutant and greenhouse gas emissions and traffic noise on local streets.
- ▶ Assist the City of Susanville with meeting its economic development goals, as set forth in its General Plan.
- ▶ Maximize tax revenue to the City of Susanville.
- ▶ Provide employment opportunities for residents of the City of Susanville and surrounding areas.
- ▶ Construct a facility that can be served by municipal water and sewer to support planned operations.
- ▶ Include signage visible to oncoming truck and automobile drivers along State Route 36 and Skyline Road at sufficient distances to allow the drivers to safely make their way to points of access to the project site.
- ▶ Provide a travel stop facility of sufficient size to capture overflow overnight truck parking.

³ STAA routes are those that trucks that are longer than 'CA legal' are allowed to travel on.

3 ENVIRONMENTAL REVIEW PROCESS

3.1 NOTICE OF PREPARATION

On February 3, 2025, in accordance with Section 15082 of the CEQA Guidelines, the City circulated a Notice of Preparation (NOP) for the project to responsible agencies, interested parties, and organizations, as well as private organizations and individuals that may have an interest in the project. The purpose of the NOP was to provide notification that an EIR for was being prepared for the project and to solicit input on the scope and content of the environmental document.

The City received nine comment letters in response to the NOP. The NOP and comment letters are included in Appendix A of the Draft EIR. Key concerns and issues that were expressed during the scoping process included the following:

- ▶ Native American Heritage Commission (NAHC). The letter provides a summary of tribal consultation requirements pursuant to Assembly Bill 52 and Senate Bill 18 and NAHC's recommendations for conducting cultural resources assessments.
- ▶ Private citizen. This letter supports the project and considers the positive safety and economic impact.
- ▶ Private citizen. This letter supports the project and considers the positive economic impact.
- ▶ Private citizen. This letter supports the project and recommends Electric Charging Stations be considered in the project design.
- ▶ Private citizen. This letter supports the project and considers the positive job opportunities.
- ▶ California Department of Fish and Wildlife (CDFW). The letter from CDFW offers recommendations to assist the City in adequately identifying, avoiding, minimizing and/or mitigating the Project's significant, or potentially significant, direct, and indirect impacts on biological resources.
- ▶ Private citizen. This letter recommends consideration of water quality and land classification.
- ▶ California Department of Transportation (Caltrans). The letter mentions that a flood study will not be necessary upon further analysis of the floodplain. Additionally, should the City qualify for the Rainfall Erosivity Waiver, the City would not need to implement a Stormwater Pollution Prevention Plan (SWPPP).
- ▶ County of Lassen. The letter mentions that the proposed use is not allowed by right or use permit in the subject zoning district, and would therefore require a rezone, General Plan amendment, and a use permit. Furthermore, due to the fact the project site is in a scenic highway corridor, aesthetics should be discussed in the EIR, despite that it was previously scoped out in the Initial Study.

These issues were addressed in the Draft EIR and any impacts related to these issues are either identified as less than significant, or less than significant after mitigation.

3.2 DRAFT ENVIRONMENTAL IMPACT REPORT

On December 17, 2025, the City released the Draft EIR for a 45-day public review and comment period. The Draft EIR was submitted to the State Clearinghouse for distribution to reviewing agencies; posted on the City's website (<https://www.cityofsusanville.gov/326/Susanville-Travel-Stop-Draft-EIR>) and its facebook.com page (<https://www.facebook.com/cityofsusanville/posts/notice-of-availability-for-a-draft-environmental-impact-report-for-the-susanvill/1302880775212767>); and was made available for review at the following location:

- City of Susanville, City Hall, 66 N Lassen Street, Susanville, CA 96130

A notice of availability of the Draft EIR was published in the Intermountain newspaper on December 17 and 24, 2025 and distributed by the City via email to the Lassen County LAFCO, Lassen County, and those commenters/interested parties who commented on the NOP.

3.3 FINAL ENVIRONMENTAL IMPACT REPORT

The City released the Final EIR on April 3, 2026. The Final EIR includes comments received related to the Draft EIR, responses to environmental issues raised in the comments, revisions to the text of the Draft EIR as necessary for clarification, and the mitigation monitoring and reporting program.

3.4 CERTIFICATION OF THE FINAL ENVIRONMENTAL IMPACT REPORT

Prior to certifying the Final EIR, the City Council will hold a public hearing on the project and Final EIR. At the conclusion of the hearing, the City Council, should it choose to do so, will adopt resolutions (1) certifying of the Final EIR as adequate and complete and (2) approving the project. To support such approval, the City Council will adopt the following findings of fact (the "Findings"). These Findings contain the City's written analysis and conclusions regarding the project's environmental effects, mitigation measures, and alternatives to the project. These Findings are based upon the entire record of proceedings for the Final EIR, as described in Section 4 below.

4 RECORD OF PROCEEDINGS

In accordance with Public Resources Code section 21167.6, subdivision (e), the record of proceedings for the City's decision on the project include the following documents:

- ▶ The NOP dated February 3, 2025, and all other public notices issued by the City in conjunction with the project, including the Notices of Completion and Availability providing notice that the Draft EIR had been completed and was available for public review and comment;
- ▶ All comments submitted during the comment period on the NOP;
- ▶ The Draft EIR for the project, including the technical appendices;
- ▶ All comments submitted during the comment period on the Draft EIR;
- ▶ All comments and correspondence submitted to the City with respect to the project, in addition to timely comments on the Draft EIR;
- ▶ The Final EIR for the project, including comments received on the Draft EIR, responses to those comments, revisions to the Draft EIR and appendices;
- ▶ All documents cited or referenced in the Draft and Final EIRs and either made available to the public during the public review period or included in the City's files on the project;
- ▶ All internal City communications, including staff notes and memoranda related to the project or to compliance with CEQA;
- ▶ The Mitigation Monitoring and Reporting Program (MMRP) for the project;
- ▶ All findings and resolutions adopted by the City in connection with the project, and all documents cited or referred to therein;
- ▶ All reports, studies, memoranda, maps, staff reports, or other planning documents in the City's possession relating to the project prepared by the City, consultants to the City, and responsible or trustee agencies with respect to the City's compliance with the requirements of CEQA and with respect to the City's actions on project;
- ▶ All documents submitted to the City by other public agencies or members of the public in connection with the project, through the close of the public hearing on April 15, 2026;
- ▶ Any minutes and/or verbatim transcripts of all information sessions, public meetings, and public hearings held by the City in connection with the project;
- ▶ Any documentary or other evidence submitted to the City at such information sessions, public meetings, and public hearings;
- ▶ Portions of the City's General Plan and Zoning Code relevant to the project;
- ▶ Provisions of the City's Zoning Code cited in materials prepared by or submitted to the City;
- ▶ Any and all resolutions adopted by the City regarding the project, and all staff reports, analyses, and summaries related to the adoption of those resolutions;
- ▶ Any documents expressly cited in these findings, in addition to those cited above; and
- ▶ Any other materials required to be in the record of proceedings by Public Resources Code section 21167.6, subdivision (e) and any other applicable law.

The documents constituting the record of proceedings are available for review by responsible agencies and interested members of the public normal business hours at the City of Susanville, located at City Hall, 66 N Lassen Street, Susanville, CA 96130. The custodian of these documents is City Manager, Dan Newton.

5 FINDINGS REGARDING INDEPENDENT REVIEW AND JUDGMENT

As required by CEQA, the Final EIR (which includes the Draft EIR) was prepared under contract with the City (PRC, Section 21082.1; Guidelines Section 15084) and City staff and consultants were directly involved in the review and preparation of the Draft EIR and the Final EIR and these CEQA Findings of Fact. City staff and consultants have reviewed and commented on administrative drafts prior to publication and circulation, and the Draft EIR, Final EIR, and these CEQA Findings of Fact represent the independent judgment and analysis of the City.

6 FINDINGS REGARDING REVISIONS TO THE EIR AND RECIRCULATION

CEQA Guidelines Section 15088.5 requires a lead agency to recirculate an EIR when “significant new information” is added to the EIR after the lead agency gives public notice of the availability of the Draft EIR but before certification. “Information” may include project changes, changes to the environmental setting, or additional data or other information. The Guidelines do not consider new information to be significant unless the lead agency changes the EIR in a way that deprives the public of a meaningful opportunity to comment on a substantial adverse environmental effect or a feasible way to mitigate the impact that the agency or project proponent has declined to implement.

Section 15088.5 states “significant new information” requiring recirculation may include:

- (1) A new significant environmental impact that had not previously been disclosed in the Draft EIR would result from the project or from a new mitigation measure;
- (2) A substantial increase in the severity of an environmental impact that had already been identified unless mitigation measures would be adopted to reduce the impact to a level of insignificance;
- (3) A feasible project alternative or mitigation measure would considerably lessen the significant environmental impacts of the project, but the proponents will not adopt it; or
- (4) The Draft EIR was so inadequate and conclusory that meaningful public review and comment were precluded.

Recirculation is not required if new information added to the EIR only clarifies or makes minor modifications to an otherwise adequate EIR.

In response to comments from the public and other public agencies on the Draft EIR, the City has incorporated minor changes into the Final EIR, which are described in Chapter 3, “Revisions to the Draft EIR” of the Final EIR. Minor changes are incorporated in the following chapters and appendices: Chapter 1, “Executive Summary”, Chapter 3, “Environmental Impact Analysis”, and Appendix I, “Transportation Impact Analysis.”

Changes to Chapter 1, “Executive Summary”, include revisions to Table ES-1, “Summary of Impacts and Mitigation Measures” to reflect revisions to Mitigation Measures 3.3-2a, 3.3-2b, and 3.3-3, made in response to comments on the Draft EIR.

Changes to Chapter 3, “Environmental Impact Analysis”, include revisions to Section 3.3, “Biological Resources”, to reflect revisions to Mitigation Measures 3.3-2a, 3.3-2b, and 3.3-3, made in response to comments on the Draft EIR.

Changes to Appendix I, “Transportation Impact Analysis”, include revisions to the description of Caltrans’ preference for Alternative 2 regarding geometric/signal phasing on page 36, the addition of the Final Technical Paper: Love’s Trip Generation and Travel Characteristics Study, (GHD 2018) within Appendix B to Appendix I, revisions to the labeling of intersections on page 47, and to include information on traffic counts within Appendix A to Appendix I, all in response to comments on the Draft EIR.

Findings: The City Council finds that recirculation of the Draft EIR is not required: (1) because the new information added to the EIR merely clarifies, amplifies, or makes insignificant modifications in an adequate EIR (CEQA Guidelines Section 15088.5[b]); and (2) because no “substantial adverse” impact would result from any of the revisions to the portions of the Draft EIR that were not recirculated (CEQA Guidelines Section 15088.5[e]). No new significant environmental impacts were identified and disclosed in the Final EIR that were not identified and disclosed in the Draft EIR. There was no substantial increase in the severity of an environmental impact as reported in the Draft EIR. No project alternative or mitigation measure that would considerably lessen the significant environmental impacts of the project was deleted from the Final EIR or rejected. Changes to mitigation measures were to provide specificity regarding regulatory requirements and will be adopted by Project proponents. Thus, recirculation is not necessary as the changes do not constitute significant new information under CEQA.

7 LESS THAN SIGNIFICANT IMPACTS OR NO IMPACTS

The Final EIR (April 3, 2026) determined that the project would result in less-than-significant impacts or no impacts to the following specific areas:

- ▶ **Aesthetics** (Impacts 3.1-1 and 3.1-2)
- ▶ **Air Quality** (Impacts 3.2-1, 3.2-2, and 3.2-3)
- ▶ **Biological Resources** (Impacts 3.3-1)
- ▶ **Energy** (Impact 3.5-1)
- ▶ **Greenhouse Gas Emissions and Climate Change** (Impact 3.7-1)
- ▶ **Noise and Vibration** (Impacts 3.8-1, 3.8-2, 3.8-3, and 3.8-4)
- ▶ **Transportation** (Impacts 3.9-1 and 3.9-2)
- ▶ **Utilities and Service Systems** (Impacts 3.10-1)

8 POTENTIALLY SIGNIFICANT ENVIRONMENTAL IMPACTS DETERMINED TO BE MITIGATED TO A LESS THAN SIGNIFICANT LEVEL

The Final EIR (April 3, 2026) identified the potential for the project to cause significant environmental impacts in the specific areas of archaeological, and tribal cultural resources; biological resources; and paleontological resources. The City Council finds that the significant or potentially significant impacts from the project can be reduced to a less-than-significant level through mitigation.

The City's analyses with respect to the project's significant impacts and mitigation measures are set forth in detail in the Final EIR. Through these Findings, the City Council ratifies, adopts, and incorporates the analyses, explanations, findings, responses to comments, and conclusions of the Final EIR, except as may be specifically described in these Findings. The City further adopts the mitigation measures in the Mitigation Monitoring and Reporting Program ("MMRP") and, as set forth in the Findings below, incorporates them into the Project.

8.1 BIOLOGICAL RESOURCES

Impact 3.3-2: Have a Substantial Adverse Effect on Special-Status Wildlife Species, Native Raptors, and Other Native Nesting Birds

Eleven special-status wildlife species were determined to have potential to occur on or adjacent to the project site in areas that may be directly or indirectly affected by project activities based on desktop review. Project activities (i.e., vegetation clearing, ground disturbance, staging, heavy equipment use) could result in direct loss of special-status wildlife species, loss of or disturbance to nests or dens, or disturbance leading to abandonment of active nests or dens and mortality of dependent young. This would be a **potentially significant** impact.

Findings

As stated in the Biological Technical Report, initially, 11 special-status wildlife species were determined to have potential to occur on or adjacent to the project site in areas that may be directly or indirectly affected by project activities: western bumble bee, Lahontan mountain sucker, northwestern pond turtle, bald eagle, loggerhead shrike, northern harrier, Swainson's hawk, tricolored blackbird, yellow warbler, bank swallow, and pallid bat (see Table 3.3-3 of the Draft EIR). Bank swallow, a special-status bird species listed as threatened under CESA is also known nest on the near vertical banks of the Susan River within the study area. In addition to special-status birds, native birds and raptors protected by California Fish and Game Code and the federal MBTA may also nest on or near the project site.

Although no project activities are planned in the Susan River corridor, noise, vibration, and visual stimuli created by project activities in the vicinity of bank swallow or tricolored blackbird nesting colonies could agitate parent birds, interrupting essential behaviors such as breeding, feeding, or brooding, resulting in loss of reproduction or nest failure, or could ultimately cause them to abandon their nests altogether resulting in death of chicks that have already hatched. Additionally, long-term operation of the travel stop could cause bank swallows and tricolored blackbirds to permanently abandon active nest sites near the project site, if any, which could ultimately lead to take. However, as identified in the 2025 Special-Status Bird Surveys Memo (contained within the Biological Technical Report, Appendix D of the Draft EIR), no bank swallows or tricolored blackbirds were observed within the project boundaries during the 2025 nesting bird surveys and these species are not expected to occur in the study area. As a result, the project is not expected to have impacts on these three species. Swainson's hawks may forage on the project site; however, the project site does not contain trees suitable for nesting Swainson's hawks, and no Swainson's hawk nests were observed in the 0.5-mile study area buffer during the 2025 nesting bird surveys.

In addition to special-status birds, native birds and raptors protected by California Fish and Game Code and the federal MBTA may also nest on or near the project site. Project activities (i.e., vegetation clearing, ground disturbance,

staging, heavy equipment use) may result in direct loss of special-status wildlife species, loss of or disturbance to nests or dens, or disturbance leading to abandonment of active nests or dens and mortality of dependent young.

No project activities are proposed within the Susan River corridor; as a result, the project is not expected to have impacts on Lahontan mountain sucker. Project activities do not include removal of any trees, structures, or any other potential roosting sites for bats; as a result, this project is not expected to have any impacts on pallid bat.

Based on the above discussion, project activities have potential to have a substantial adverse effect on special-status wildlife species, native raptors, and other native nesting birds. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on biological resources to less than significant.

Mitigation Measure 3.3-2a: Conduct Focused Surveys for Other Special-Status Birds, Nesting Raptors, and Other Native Nesting Birds and Implement Protective Buffers

- ▶ To minimize the potential for loss of special-status bird species, raptors, and other native birds, project activities (e.g., vegetation clearing, ground disturbance, staging) should be conducted during the nonbreeding season (approximately September 1-January 31, as determined by a qualified biologist). If project activities are conducted during the nonbreeding season, no further mitigation would be required.
- ▶ Within 14.7 days before the onset of any project activities to be implemented during the breeding season (approximately February 1 through August 31, as determined by a qualified biologist), a qualified biologist familiar with the birds of California and with experience conducting nesting bird surveys will conduct focused surveys for special-status birds, other nesting raptors, and other native bird nests. Surveys shall be conducted in accessible areas within 0.25 miles of the project site for bald eagles, golden eagles, and Swainson's hawks, within 500 feet of the project site for other raptor species and special-status birds, and within 50 feet of the project site for non-raptor common native bird nests.
- ▶ If no active nests are found, the qualified biologist shall submit a memo documenting the survey methods and results to the applicant and the City of Susanville, and no further mitigation would be required.
- ▶ If active nests are found, impacts on nesting birds shall be avoided by establishing appropriate buffers, in consultation with CDFW, around active nest sites identified during focused surveys to prevent disturbance to the nest. Project activity shall not commence within the buffer areas until a qualified biologist has determined that the young have fledged, the nest is no longer active, or reducing the buffer would not likely result in nest abandonment. Buffers typically would be 0.25 miles for bald eagle and golden eagle, and 500 feet for other raptors and special-status birds (e.g., bank swallow). Buffer size for non-raptor common bird species would be determined by a qualified biologist. Factors to be considered for determining buffer size would include presence of natural buffers provided by vegetation or topography, nest height above ground, baseline levels of noise and human activity, species sensitivity, and proposed project activities. Generally, buffer size for common bird nests would be at least 20 feet. The size of the buffer may be adjusted if a qualified biologist determines that such an adjustment would not be likely to adversely affect the nest. Any buffer reduction for individuals of a species listed as endangered or threatened under the Endangered Species Act or the California Endangered Species Act or that is a candidate for listing under the California Endangered Species Act would require consultation with CDFW and/or USFWS, depending on the species' legal status. Periodic monitoring of the nest by a qualified biologist during project activities would be required if the activity has potential to adversely affect the nest, the buffer has been reduced, or if birds within active nests are showing behavioral signs of agitation (e.g., standing up from a brooding position, flying off the nest) during project activities, as determined by the qualified biologist.
- ▶ Removal of bald eagle and golden eagle nests is prohibited regardless of the occupancy status under the federal Bald and Golden Eagle Protection Act. If bald eagle or golden eagle nests are found during focused surveys, then the nest would not be removed.

Mitigation Measure 3.3-2b: Conduct Focused Protocol Level Western Bumble Bee Survey and Establish Protective Buffers

- ▶ ~~Within 14 days before commencement of project activities, a qualified wildlife biologist with familiarity with western bumble bee and experience using survey methods for the species shall conduct focused surveys of habitat suitable for the species within the project site.~~
- ▶ A qualified biologist familiar with bumble bees of California and experienced using survey methods for bumble bees shall conduct a habitat assessment and focused survey (if the habitat assessment indicates that a survey is necessary) for western bumble bee following the methods in *Survey Considerations for California Endangered Species Act (CESA) Candidate Bumble Bee Species* (CDFW 2023) before the start of any ground-disturbing activities. Surveys shall be performed when western bumble bee is most likely to be identified, typically from April through September (i.e., the colony active period) when floral resources and ideal weather conditions are present.
 - Non-Invasive Surveys: non-invasive focused surveys would include the use of cameras to photograph bumble bees. Photographs would be reviewed and verified by a qualified individual to identify the bumble bees to species. Permits are not required for non-invasive surveys.
 - Non-Lethal Capture Surveys: surveys that would include capturing bumble bees for identification purposes and subsequently releasing the bees, would require a Memorandum of Understanding (MOU) from CDFW. No capture surveys will be conducted before the surveyor obtains an MOU. Prior to conducting non-lethal capture surveys, UC Davis will provide the surveyor's qualifications and survey methodology to CDFW for review and approval.
- ▶ For any non-lethal capture surveys, the project applicant will submit a survey report to CDFW within 1 month of survey completion and will notify CDFW within 24 hours if western bumble bees are detected.
- ▶ If no western bumble bee is found, western bumble bees are detected during the focused survey, appropriate avoidance measures will be implemented. the qualified biologist shall submit a memo documenting the survey methods and results to the applicant and the City of Susanville, and no further mitigation will be required. Avoidance measures may include, but are not limited to, the following:
 - Protective buffers will be implemented around active nesting colonies until these sites are no longer active as determined by a qualified biologist. A qualified biologist, in consultation with CDFW, will determine the appropriate buffer size to protect nesting colonies; however, buffers will typically be at least 50 feet.
- ▶ If impacts on western bumble bee cannot be avoided, compliance with CESA and consultation with CDFW is required and may involve acquiring an incidental take permit (ITP) from CDFW. The project applicant will implement all avoidance measures included in the ITP.
- ▶ ~~If western bumble bee is found, impacts to western bumble bee shall be avoided by establishing exclusion zones around occupied nests and floral resources within 100 meters of nests during the breeding/flight season of April-August.~~

Mitigation Measure 3.3-2c: Conduct Focused Western Pond Turtle Survey and Establish Protective Buffers

- ▶ Within 14 days before commencement of project activities, a qualified wildlife biologist familiar with western pond turtle shall conduct focused surveys for western pond turtle within upland nesting habitat areas suitable for the species.
- ▶ If western pond turtles are not found, the qualified biologist shall submit a memo summarizing the results of the survey to the applicant and the City of Susanville, and no further mitigation will be required.
- ▶ If a western pond turtle is found, flagging areas for avoidance, relocation of individual animals by a qualified wildlife biologist with a valid CDFW scientific collecting permit, and/or other measures recommended by a qualified biologist as necessary to avoid injury to or mortality of western pond turtles shall be required.

- ▶ If a western pond turtle nest is found, impacts to the nest would be avoided by establishing exclusion zones around all active nests, the size of which shall be determined by the qualified biologist. No project activities (e.g., vegetation removal, ground disturbance, staging, heavy equipment use) may occur within the exclusion zone until nesting activities are complete or the nest is abandoned, as confirmed by a qualified biologist. The qualified biologist shall monitor each nest once per week to track the status of the nest and to determine when it is no longer occupied. When it is no longer occupied, project activities within the exclusion zone may occur.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measures 3.3-2a through 3.3-2c, impacts on biological resources would be reduced to less than significant and the project would not contribute to a significant cumulative effect on biological resources. Implementation of Mitigation Measures 3.3-2a through 3.3-2c would identify procedures for avoiding impacts on special-status wildlife, native raptors, and other native nesting birds. Specifically, these measures require the applicant to retain a qualified biologist to conduct focused surveys for special-status wildlife species, raptors, and other native birds within a specified distance from the project site prior to project construction and establish appropriate buffers or exclusion zones around any nests, dens, or floral/nectar sources, as needed. If special-status wildlife species cannot be avoided, the applicant would be required to implement other mitigation strategies, subject to review and approval by the City of Susanville and in consultation with CDFW or USFWS, as needed or applicable for species entitled to protection under the ESA or CESA. Implementation of these mitigation measures will be enforced through the MMRP.

Impact 3.3-3: Have a Substantial Adverse Effect on Riparian Habitat or Other Sensitive Natural Communities

Riparian habitat protected under Section 1602 of California Fish and Game Code is present in the study area. Ashy ryegrass - Creeping wildrye turfs (*Leymus cinereus* - *Leymus triticoides*) is a sensitive natural community that occurs within the study area. Project activities (i.e., ground disturbance, vegetation removal, staging) could result in direct loss of this sensitive natural community. Installation of off-site utilities over or under the Susan River and distributary streams could result in loss or alteration of riparian habitat. This would be a **potentially significant** impact.

Findings

Montane riparian habitat is present in the study area along the Susan River, as depicted in Figure 3.3-2 of the Draft EIR, and along a distributary stream at the crossing of Skyline Road.

As identified in the Section 2.3.3 of the Draft EIR, "Off-site Improvements," off-site utilities would cross the Susan River along SR 36 and Skyline Road. The current intention is for utilities to be hung on the bridge, with Lassen County and Caltrans permission. As no project construction is proposed within the Susan River corridor, a CWA Section 404 permit from USACE and a Section 401 Water Quality Certification from the Lahontan RWQCB would not be required for these activities. However, due to potential construction of off-site utilities on the banks of the Susan River and a distributary stream, there is the possibility for removal of riparian vegetation, modification of stream banks, or incidental deposition of materials into stream channels during construction, including during installation of bore locations if it is necessary to bore under the river. Fish and Game Code section 1602 requires any person, state or local governmental agency, or public utility to notify CDFW prior to beginning any activity that may do one or more of the following:

- ▶ substantially divert or obstruct the natural flow of the bed, channel, or bank of any river, stream, or lake; or
- ▶ substantially change or use any material from the bed, channel, or bank of any river, stream, or lake; or
- ▶ deposit or dispose of debris, waste, or other material containing crumbled, flaked, or ground pavement where it may pass into any river, stream, or lake.

As part of any potential LSAA, it is likely that CDFW would request the inclusion of an inadvertent release contingency plan which would outline the steps to be taken in the event of an accidental spill or release of hazardous materials,

like oil or chemicals, into the environment, with the primary focus on avoiding environmental damage and protecting wildlife. Therefore, should construction occur on the banks of the Susan River or the distributary stream, adherence to the Fish and Game Code regulatory requirement for an LSAA, which includes notification to CDFW through the Environmental Permit Information Management System, provision of supplemental information such as plans, diagrams, maps, photos, studies and payment of LSAA notification fees, inclusion of an inadvertent release contingency plan and subsequent approval by CDFW prior to construction would ensure that implementation of the proposed project would be undertaken in a manner that is protective of the environment. Therefore, the project would not have a substantial adverse effect on riparian habitats.

The project site is disturbed and infested with invasive plant species such as perennial pepperweed (*Lepidium latifolium*) and cheatgrass (*Bromus tectorum*) as well as Medusa head (*Elymus caput-medusae*) to a lesser extent. However, Ashy ryegrass - Creeping wildrye turfs (*Leymus cinereus* - *Leymus triticoides*) is a sensitive natural community identified in the study area within the mapped CWHR perennial grassland habitat. This vegetation alliance has a State rarity ranking of S3 (Vulnerable: moderate risk of extinction, restricted range, few populations) and is therefore considered a sensitive natural community under CEQA. Project activities (i.e., ground disturbance, vegetation removal, staging) could result in direct loss of this sensitive natural community. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on biological resources to less than significant.

Mitigation Measure 3.3-3: Delineate Sensitive Natural Communities, Implement Avoidance Buffers, and If Needed, Compensate for Unavoidable Losses

- ▶ Prior to implementation of project activities on the banks of the Susan River or the distributary stream, a qualified biologist shall demarcate the extent of riparian habitat present on the banks and establish a no-disturbance buffer outside the dripline of the riparian vegetation using flagging ~~or high-visibility construction fencing and identifying boundaries clearly in the construction drawings and contractor work plans~~. No vegetation removal or ground disturbing activities will occur within this buffer.
- ▶ If riparian habitat cannot be avoided (e.g., if riparian vegetation must be removed or trimmed) or if drilling for jack and bore is required within the riparian corridor, the riparian habitat will be restored to pre-project conditions following completion of construction activities that affect riparian habitat. If riparian vegetation must be removed during off-site utility construction and cannot be restored at the same location, the applicant will restore degraded riparian habitat at another location within the study area (the 79.6-acre parcel) at a 2 to 1 ratio (2 acres restored for every acre lost as a result of project activities).
- ▶ Before commencing any activity, including directional drilling, that may divert the natural flow or otherwise alter the Susan River or other stream resources, including riparian habitat on, or with roots reaching to, the bank of the Susan River, the applicant shall notify CDFW through issuance of a Lake and Streambed Alteration Notification (notification). If CDFW determines, based on the notification, that project activities trigger the need for a Lake and Streambed Alteration Agreement, the proponent shall obtain an agreement from CDFW before the activity commences. The applicant shall conduct project construction activities in accordance with the agreement, including implementing reasonable measures in the agreement necessary to protect fish and wildlife resources, when working within the bed or bank of waterways or in riparian habitats associated with those waterways. These measures may include demarcation of the construction area, biological monitoring, preparation of an inadvertent release (frac-out) contingency plan for directional drilling, erosion control, environmental awareness training for construction crews, and compensatory measures (e.g., restoration, long-term habitat management).
- ▶ Prior to implementation of project activities, a qualified biologist shall conduct protocol-level surveys to delineate sensitive natural communities within the project site following survey methods from CDFW's *Protocols for Surveying and Evaluating Impacts on Special-Status Native Plant Populations and Natural Communities* (CDFW 2018 or most recent version).

- ▶ If ashy ryegrass - creeping wildrye turfs sensitive natural community is not found on the project site, access routes, or staging areas, the biologist shall document the findings in a memo to the applicant and the City of Susanville, and no further mitigation will be required.
- ▶ If ashy ryegrass - creeping wildrye turfs sensitive natural community are found, the area occupied by this community shall be avoided completely, if avoidance can be achieved in light of project layout, design, engineering considerations, and utility alignments. This may include establishing a no-disturbance buffer around the vegetation community and demarcation of this buffer by a qualified biologist or botanist using flagging or high-visibility construction fencing. The size of the buffer shall be determined by the qualified biologist or botanist and shall be large enough to avoid direct or indirect impacts on the sensitive natural community.
- ▶ If ashy ryegrass - creeping wildrye turfs are found on the project site and cannot be avoided, the applicant shall compensate for unavoidable losses to the sensitive natural community by:
 - restoring degraded ashy ryegrass - creeping wildrye turfs within the study area (the 79.6 acre parcel) at a 1 to 1 ratio (1 acre restored for every acre lost as a result of project activities);
 - restoring degraded ashy ryegrass - creeping wildrye turf outside of the study area at a 1 to 1 ratio (1 acre restored for every acre lost as a result of project activities); or
 - preserving existing stands of ashy ryegrass - creeping wildrye turfs of equal or better value and equal acreage to those lost as a result of project activities through establishment of a conservation easement.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measure 3.3-3, impacts on biological resources would be reduced to less than significant and the project would not contribute to a significant cumulative effect on biological resources. Implementation of Mitigation Measure 3.3-3 identifies procedures for delineating sensitive natural communities within the project site. Mitigation Measure 3.3-3 further requires implementation of avoidance buffers for riparian habitat and other sensitive natural communities or compensation for unavoidable losses, such that substantial adverse effects on riparian habitat and ashy ryegrass - creeping wildrye turfs would not occur. With regard to the compensatory option of preserving existing stands of ashy ryegrass - creeping wildrye turfs of equal or better value and equal acreage to those lost as a result of project activities through establishment of a conservation easement, the resulting net loss of acreage would be less than significant under the threshold, as the project would ensure there would not be a substantial effect on the community. Additionally, as the community only exists extending into the northwest corner of the project site, it is likely that should compensation be the only option for the loss of the community in that area, the community on the whole would not face a substantial impact as it would continue its existence in the larger 79.6-acre parcel and outside the immediate construction areas. Implementation of this mitigation measure will be enforced through the MMRP.

Impact 3.3-4: Have a Substantial Adverse Effect on State or Federally Protected Wetlands

A total of approximately 7.01 acres of aquatic resources that may be protected under state or federal regulations were documented in the Aquatic Resources study area, including the Susan River, a distributary stream, and several wetlands (e.g., palustrine emergent wetlands, palustrine scrub-shrub wetlands, and palustrine open water wetlands). Project activities would result in substantial earth disturbance (trenching, grading and filling) but are in areas that are set back from the Susan River; therefore, sediment and debris are not expected to mobilize into the river. However, the proposed sewer line option would cross the Susan River by attaching pipe to the Main Street Bridge, or, if Caltrans deem it impermissible, by horizontal directional drilling under the river. Additionally, gas and water lines would be attached to the Skyline Road Bridge over the Susan River and another bridge over a distributary of the Susan River at Skyline Road. Off-site utilities, including improvements to SR 36 and extension of Skyline Road to the west of SR 36 to provide access to the project site, could result in fill of state or federally protected wetlands concentrated along the former railroad berm along the southern border of the project site and along the west side of SR 36. Section 404 of the CWA requires that a permit be obtained from USACE prior to the discharge of dredged or fill materials into any “waters of the United States,” which includes wetlands and intermittent and perennial stream channels. This would be a **potentially significant** impact.

Findings

During the aquatic resources delineation conducted during April 2025, a total of approximately 7.01 acres of aquatic resources that may be protected under state or federal regulations were documented in the study area, including the Susan River, a distributary stream, and several wetlands (e.g., palustrine emergent wetlands, palustrine scrub-shrub wetlands, and palustrine open water wetlands). Of these, two palustrine emergent wetlands encompassing a total of approximately 0.48 acres are on the project site and the remaining 6.53 acres are within the potential off-site improvement areas. The complete methodology and results of the delineation are provided in the Aquatic Resources Delineation Report (Appendix E of the Draft EIR). The Susan River is a jurisdictional water of the United States and water of the state. Project activities would result in substantial earth disturbance (trenching, grading and filling) in areas that are set back from the Susan River; therefore, sediment and debris are not expected to mobilize into the river. However, the proposed sewer line option would cross the Susan River by attaching pipe to the Main Street Bridge, or, if Caltrans deem it impermissible, by horizontal directional drilling under the river. Additionally, gas and water lines would be attached to the Skyline Road Bridge over the Susan River and another bridge over a distributary of the Susan River at Skyline Road. Indirect impacts to the Susan River and the distributary stream could result from construction of these off-site utilities. In general, indirect impacts can include inadvertent release of sediment or chemicals, altered hydrology, and increased erosion and sedimentation through soil disturbance and vegetation removal. Implementation of an Inadvertent Release (Frac-out) Contingency Plan for Horizontal Directional Drilling and best management practices to safeguard watercourses from excessive deposition of sediment or debris would avoid indirect impacts on water quality in the Susan River and other waters.

Construction of the project would result in the direct loss of the 0.48 acres of state-protected palustrine emergent wetlands on the project site. Other off-site utilities, including improvements to SR 36, extension of Skyline Road to the west of SR 36 to provide access to the project site, and potential gas and water lines could result in fill of state or federally protected wetlands concentrated along the former railroad berm along the southern border of the project site and along the west side of SR 36. Section 404 of the CWA requires that a permit be obtained from USACE prior to the discharge of dredged or fill materials into any “waters of the United States,” which includes wetlands and intermittent and perennial stream channels. Section 404 permits generally require mitigation to offset losses of aquatic habitats which is intended to result in no net loss of wetland acres and functions. Waters of the state are defined as any surface or subsurface water and are protected by the Porter-Cologne Act. Fill of waters of the state, including state protected wetlands, also requires mitigation to offset losses of aquatic habitats. Additionally, work in the bed, channel, or bank of the river could require a Streambed Alteration Agreement with CDFW pursuant to Section 1602 of California Fish and Game Code.

Activities, including directional drilling, that have potential to divert or obstruct the natural flow or substantially change, or use any material from the bed, bank, or channel of Susan River or distributary streams would require

notification of lake or streambed alteration be submitted to CDFW pursuant to Section 1602 of California Fish and Game Code. If the project design changes and direct impacts to Susan River are anticipated (such as jacking and boring the sewer line under the Susan River), the project proponent would need to acquire a CWA Section 404 permit from the USACE and a CWA Section 401 Water Quality Certification from the Lahontan RWQCB. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on biological resources to less than significant.

Mitigation Measure 3.3-4: Avoid Impacts to Waters of the United States and state, Including Wetlands

- ▶ The project applicant shall design the project to avoid impacts to waters of the United States and state, including wetlands. If the project cannot be designed to avoid state or federally protected wetlands and other waters, the delineation report shall be submitted to USACE, and a jurisdictional determination shall be requested.
- ▶ If state or federally protected wetlands or waters are determined to be present within the project site that can be avoided, a qualified aquatic resources biologist (hereafter referenced as a qualified biologist) shall establish a buffer around wetlands and mark the buffer boundary with high-visibility flagging, fencing, stakes, or clear, existing landscape demarcations (e.g., edge of a roadway). The buffer shall be a minimum width of 25 feet but may be larger if deemed necessary. The appropriate size and shape of the buffer zone shall be determined in coordination with the qualified biologist and shall depend on the type of wetland present (e.g., stream, fresh emergent wetland), the timing of project activities (e.g., wet or dry time of year), environmental conditions and terrain, and the project activity being implemented.

Project activities (e.g., ground disturbance, vegetation removal, staging) shall be prohibited within the established buffer. The qualified biologist shall periodically inspect the materials demarcating the buffer to confirm that they are intact and visible, and wetland impacts are being avoided.

- ▶ If it is determined that fill of wetlands or other waters of the United States would result from project implementation, authorization for such fill shall be secured from USACE and the RWQCB through CWA Sections 401 and 404 permitting processes. In association with the Section 404 permit (if applicable) and prior to the issuance of any grading permit, Section 401 Water Quality Certification from the Lahontan RWQCB shall be obtained. For impacts on waters of the state and state protected wetlands that are not also waters of the United States and are therefore not covered by the 401 Water Quality Certification, the applicant shall apply to the Lahontan RWQCB for Waste Discharge Requirements following the State Wetland Definition and Procedures for Discharges of Dredged or Fill Material to Waters of the State (SWRCB 2021). Any wetlands or other waters of the United States or waters of the state that are filled by the project shall be replaced or restored on a no-net-loss basis in accordance with the applicable USACE and California Water Board mitigation standards in place at the time of construction.
- ▶ Before commencing any activity, including directional drilling, that may divert the natural flow or otherwise alter the Susan River or other stream resources, including riparian habitat on, or with roots reaching to, the bank of the Susan River, the applicant shall notify CDFW through issuance of a Lake and Streambed Alteration Notification (notification). If CDFW determines, based on the notification, that project activities trigger the need for a Lake and Streambed Alteration Agreement, the proponent shall obtain an agreement from CDFW before the activity commences. The applicant shall conduct project construction activities in accordance with the agreement, including implementing reasonable measures in the agreement necessary to protect fish and wildlife resources, when working within the bed or bank of waterways or in riparian habitats associated with those waterways. These measures may include demarcation of the construction area, biological monitoring, preparation of an inadvertent release (frac-out) contingency plan for directional drilling, erosion control, environmental awareness training for construction crews, and compensatory measures (e.g., restoration, long-term habitat management).

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measure 3.3-4, impacts on biological resources would be reduced to less than significant and the project would not contribute to a significant cumulative effect on biological resources. Implementation of Mitigation Measure 3.3-4 requires implementation of avoidance buffers and identifies additional procedures to follow to comply with State and federal regulations if it is determined that fill of waters of the United States or State would result from project implementation. While the project would result in the direct loss of the 0.48 acres of state-protected palustrine emergent wetlands on the project site, the majority of project activities would avoid wetland areas or would be prohibited within the wetland buffer. Additionally, as determined in the Aquatic Resources Delineation Report, there is a total of 4.37 acres of palustrine emergent wetlands in the aquatic resources study area. The loss of 0.48 acres therefore represents approximately a loss of 11 percent. The project would therefore not have a substantial adverse effect on state or federally protected wetlands, as the loss of 11 percent of palustrine emergent wetlands would not be considered substantial. Implementation of this mitigation measure will be enforced through the MMRP.

8.2 CULTURAL RESOURCES

Impact 3.4-1: Cause a Substantial Adverse Change in the Significance of Unique Archaeological Resources or any Historical Resources of an Archaeological Nature

The study area has a moderate sensitivity for intact buried archaeological resources. Although no archaeological resources were identified within the area of potential ground disturbance, project-related grading and excavation could result in the unanticipated discovery or damage of yet undiscovered unique archaeological resources as defined in Public Resources Code section 21083.2[g] or historical resources of an archaeological nature as defined State CEQA Guidelines Section 15064.5[a]. This impact would be **potentially significant**.

Findings

Minimal grading would be required to construct the project because the project site is relatively flat; however, ground disturbance would be required for excavation of building foundations, the high-rise sign, and bioretention ponds. As described in Section 3.4.2, "Environmental Setting," the background research (including the NEIC record search results and literature review) and pedestrian field survey failed to identify the presence of archaeological resources, including those that could be considered important examples from major periods of California history or prehistory, within the area of potential ground disturbance. However, the analysis of the geoarchaeological data concluded that the study area has a moderate sensitivity for intact buried archaeological resources. Ground-disturbing activities have potential to encounter previously undiscovered or unrecorded archaeological sites and materials, which could result in damage or destruction to these resources, and/or eliminate important examples from major periods of California history or prehistory. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on cultural resources to less than significant.

Mitigation Measure 3.4-1a: Worker Awareness Training

Prior to the initiation of project construction, the project applicant shall ensure that all crew members and contractors conducting ground-disturbing activities receive training overseen by a qualified professional archaeologist on the protection of sensitive archaeological, historical, and tribal cultural resources. As part of the training, workers shall be instructed to halt work if cultural resources are encountered during ground-disturbing activities. In addition, workers shall be instructed to not return to work in the location of the find until instructed to do so by management.

Mitigation Measure 3.4-1b: For All Ground-Disturbing Construction Activities, Halt Ground Disturbance Upon Discovery of Subsurface Archaeological Features

If archaeological materials (e.g., locally darkened soils [i.e., midden], stone tools, chipped stone, baked clay, or concentrations of shell, bone, charcoal, glass, metal, or ceramics) are inadvertently discovered during ground-disturbing activities, the contractor shall cease all work within 100 feet (30.5 meters) of the find and the project applicant shall immediately retain the services of a qualified professional archaeologist. At that time, the City's Manager or their designee (Manager) shall coordinate any necessary investigation of the site with the archaeologist as needed to evaluate the significance of the resource per PRC Sections 5024.1, 21083.2(g), and 21074 (i.e., to determine whether the resource qualifies as a unique archaeological resource, a historical resource of an archaeological nature, or a tribal cultural resource) and provide proper management recommendations. If the qualified archaeologist determines that the discovered resource qualifies as, or includes, unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources, the qualified archaeologist shall develop mitigation or treatment measures for consideration and approval by the Manager in consultation with the project applicant. The Manager may also consult with the State Historic Preservation Officer [SHPO], a representative of any Native American Tribe potentially interested in a possible tribal cultural resource, or any other regulatory agency that the Manager believes may have informed and useful input to provide. Mitigation shall be developed and implemented in accordance with Public Resources Code Section 21083.2 and Section 15126.4 of the CEQA Guidelines, with a preference for preservation in place. Consistent with Section 15126.4(b)(3), preservation in place may be accomplished through one or more of the following: planning construction to avoid the resource; incorporating the resource within open space; capping and covering the resource; or deeding the site into a permanent conservation easement. If approved by the Manager, such measures shall be implemented and completed prior to commencing further work for which grading or building permits were issued, unless otherwise directed by the Manager. Avoidance or preservation of unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources shall not be required where such avoidance or preservation in place would preclude the construction of important project structures or project infrastructure or would require exorbitant expenditures, as determined by the Manager in consultation with the project applicant. Where avoidance or preservation are not appropriate for these reasons, the qualified archaeologist, in consultation with the Manager, shall prepare a detailed recommended treatment plan for consideration and approval by the Manager, which may include data recovery. Where tribal cultural resources are involved, the Manager shall also consult with any known representative of a Native American Tribe potentially interested in the tribal cultural resource. If employed, data recovery strategies for unique archaeological resources that do not also qualify as historical resources of an archaeological nature shall follow the applicable requirements and limitations set forth in Public Resources Code Section 21083.2. Where tribal cultural resources are involved, data recovery shall not occur over the objections of any known representative of a Native American Tribe potentially interested in the tribal cultural resource. Data recovery will normally consist of (but would not be limited to) sample excavation, artifact collection, site documentation, and historical research, with the aim of recovering important scientific data contained within the unique archaeological resource or historical resource of an archaeological nature. The data recovery plan shall include provisions for analysis of data in a regional context, reporting of results within a timely manner, curation of artifacts and data at an approved facility, and dissemination of reports to local and State repositories, libraries, and interested professionals. If data recovery is determined by the Manager or a tribal representative to be inappropriate, then an equally effective treatment shall be proposed and implemented. Where tribal cultural resources are involved, the Manager, in formulating a treatment strategy, shall consult with any known representative of a Native American Tribe potentially interested in the tribal cultural resource. No treatment strategy for tribal cultural resources shall be approved over the objections of such a tribal representative. Work may not resume within the no-work radius until the Manager, in consultation with the qualified archaeologist, determines that the site either: 1) does not contain unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources; or 2) that the preservation and/or treatment measures have been completed to the Manager's satisfaction.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measures 3.4-1a and 3.4-1b, impacts on cultural resources

would be reduced to less than significant and the project would not contribute to a significant cumulative effect on cultural resources. Implementation of Mitigation Measures 3.4-1a and 3.4-1b identify procedures that would minimize the potential for construction activities to damage or destroy any unique archaeological resources, historical resources of an archaeological nature, or important examples from major periods of California history or prehistory that may be inadvertently uncovered during ground-disturbing activities. Specifically, Mitigation Measure 3.4-1a would require construction workers to undergo worker awareness training to be informed of the procedures to follow in the event of an unanticipated discovery. Mitigation Measure 3.4-1b identifies requirements to halt construction activities in the vicinity of any unanticipated discoveries until a qualified professional archaeologist can assess the significance of the find and provide the City's Manager with recommendations for the appropriate disposition of the resource. Preference would be given to preservation in place. Implementation of these mitigation measures will be enforced through the MMRP.

8.3 GEOLOGY AND SOILS

Impact 3.6-1: Destroy a Unique Paleontological Resource or Site or Unique Geologic Feature

Project construction would involve ground-disturbing activities in Quaternary and Pleistocene lake sediments, which have high sensitivity for paleontological resources. Therefore, the project has the potential to result in the destruction of scientifically significant paleontological resources. This impact would be **potentially significant**.

Findings

As described in Section 3.6.2 of the Draft EIR, "Environmental Setting," the Quaternary and Pleistocene lake sediments that underlie the project site have a strong potential to preserve scientifically significant fossils and are therefore considered to have high sensitivity for paleontological resources. This is confirmed in the Paleontological Resource Assessment Memorandum for the Project (Appendix F of the Draft EIR). Project construction would involve excavation to a maximum depth of 10 feet below the ground surface to install underground storage tanks, which would have potential to encounter sediments with high sensitivity for paleontological resources. Therefore, the project has the potential to result in the destruction of scientifically significant paleontological resources. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measure reduces potentially significant project impacts on geology and soils to less than significant.

Mitigation Measure 3.6-1: Implement a Paleontological Resource Impact Mitigation Program

- ▶ Prior to the start of construction activities, the applicant shall retain a federally qualified paleontologist (qualified paleontologist) that meets the standards of the Society for Vertebrate Paleontology (2010) to carry out all mitigation measures related to paleontological resources.
- ▶ Before any ground-disturbing activities, the qualified paleontologist shall conduct pre-construction worker paleontological resources sensitivity training. The qualified paleontologist shall conduct any construction worker paleontological resources sensitivity training either in person or via a training module. The training shall include information on what types of paleontological resources could be encountered during excavations, what to do in case an unanticipated discovery is made by a worker, and laws protecting paleontological resources. All construction personnel shall be informed of the possibility of encountering fossils and be instructed to immediately inform the construction foreman or supervisor if any bones or other potential fossils are unexpectedly unearthed in an area where a paleontological monitor is not present. The applicant shall ensure that construction personnel are made available for and attend the training and retain documentation demonstrating attendance.
- ▶ The qualified paleontologist shall supervise a paleontological monitor who meets the Society for Vertebrate Paleontology standards (2010). The paleontological monitor shall be present during all excavations in the

Quaternary lake sediments or when excavations in the alluvium are deep enough to encounter the older Pleistocene lake sediments. The exceptions are borings or auguring less than 3 feet in diameter. Specific depths and monitoring locations will be based on the finalized excavation plans, any available geotechnical reports, and consultation between the qualified paleontologist and the construction liaison.

- ▶ Monitoring shall consist of visually inspecting fresh exposures of rock for larger fossil remains and, where appropriate, collecting wet or dry screened standard sediment samples (up to 4.0 cubic yards) of promising horizons for smaller fossil remains (SVP 2010). Depending on the conditions encountered, full-time monitoring can be reduced to part-time inspections or ceased entirely if determined adequate by the qualified paleontologist, particularly if excavation is limited to artificial fill or the younger alluvium. The qualified paleontologist may spot check the excavation on an intermittent basis and recommend whether the depth of required monitoring should be revised based on his/her observations. Monitoring activities should be documented in a Paleontological Resources Monitoring Report to be prepared by the qualified paleontologist at the completion of construction and shall be provided to the applicant within six months of project completion. If fossil resources are identified during monitoring, the report will also be filed with the UCMP or other similar repository.
- ▶ If a paleontological resource is discovered during construction, the paleontological monitor shall be empowered to temporarily divert or redirect grading and excavation activities around the exposed resource to facilitate evaluation of the discovery. The qualified paleontologist shall analyze the discovered paleontological resource to determine whether it qualifies as a "unique paleontological resource." A unique paleontological resource means a paleontological resource about which it can be clearly demonstrated that, without merely adding to the current body of knowledge, there is a high probability that it meets one of the two following criteria: (1) contains information needed to answer important scientific research questions and that there is a demonstrable public interest in that information; or (2) has a special and particular quality such as being the oldest of its type or the best available example of its type.
- ▶ During the time period in which this assessment is being conducted, an appropriate buffer area of 50 feet around the fossil discovery shall be established by the qualified paleontologist where construction activities shall not be allowed to continue. Work shall be allowed to continue outside of the buffer area. All significant fossils qualifying as unique paleontological resources shall be collected by the paleontological monitor and/or the qualified paleontologist. Collected fossils should be prepared to the point of identification and catalogued before they are submitted to their final repository. Any fossils collected should be curated at a public, non-profit institution with a research interest in the materials, such as the UCMP, if such an institution agrees to accept the fossils. If no institution accepts the fossil collection, they shall be donated to a local school in the area for educational purposes. Accompanying notes, maps, photographs, and a technical report shall also be filed at the repository and/or school.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measure 3.6-1, impacts on geology and soils would be reduced to less than significant and the project would not contribute to a significant cumulative effect on geology and soils. Implementation of Mitigation Measures 3.6-1 includes procedures that provide for the protection of any unique paleontological resources encountered during project construction. Specifically, Mitigation Measure 3.6-1 requires the applicant to retain a qualified paleontologist to conduct pre-construction worker paleontological resources sensitivity training. The measure also requires a qualified paleontological monitor to be present for all excavations that are deep enough to encounter sediments with high sensitivity for paleontological resources (i.e., Pleistocene lake sediments). If paleontological resources are encountered during grading and excavation activities, the paleontological monitor would have the authority to divert or redirect construction activities. The paleontological monitor would then collect, identify, and catalogue any significant fossils qualifying as unique paleontological resources, submit the fossils to an appropriate repository, and summarize the findings in a technical report. Implementation of this mitigation measure will be enforced through the MMRP.

8.4 TRIBAL CULTURAL RESOURCES

Impact 3.10-1: Cause a Substantial Adverse Change in the Significance of a Tribal Cultural Resource

The study area has a moderate sensitivity for intact buried archaeological resources, including Tribal cultural resources. Although no Tribal cultural resources were identified within the area of potential ground disturbance, project-related grading and excavation could result in the unanticipated discovery or damage of yet undiscovered Tribal cultural resources, as defined in PRC Section 21074. This impact would be **potentially significant**.

Findings

As discussed in Section 3.4 of the Draft EIR, “Cultural Resources,” a full accounting of all potential cultural resources located within the study area was achieved through a records search, literature review, and field survey. No precontact archaeological sites that may have tribal significance and no Tribal cultural resources, as defined in PRC Section 21074, were identified within the area of potential ground disturbance as part of these efforts. Nevertheless, the analysis of the geoarchaeological data concluded that the study area has a moderate sensitivity for intact buried archaeological resources, including Tribal cultural resources. Project construction would require excavation to a depth of approximately 10 feet that would extend into native soils. Ground-disturbing activities have potential to encounter previously undiscovered or unrecorded archaeological sites and materials, including Tribal cultural resources, which could result in damage or destruction to these resources. This would be a **potentially significant impact**.

California law recognizes the need to protect Native American human burials, skeletal remains, and funerary items associated with Native American burials from vandalism and inadvertent destruction. The procedures for the treatment of Native American human remains are contained in California Health and Safety Code Section 7050.5 and California Public Resources Code Section 5097. These statutes require that, if human remains are discovered, potentially damaging ground-disturbing activities in the area of the remains shall be halted immediately, and the appropriate County coroner shall be notified immediately. If the remains are determined by the coroner to be Native American, the NAHC shall be notified within 24 hours and the guidelines of the NAHC shall be adhered to in the treatment and disposition of the remains. Following the coroner’s findings, the NAHC-designated Most Likely Descendant, and the landowner shall determine the ultimate treatment and disposition of the remains and take appropriate steps to ensure that additional human interments, if present, are not disturbed. The responsibilities for acting upon notification of a discovery of Native American human remains are identified in PRC Section 5097.94

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on tribal cultural resources to less than significant.

Mitigation Measure 3.10-1a: Worker Awareness Training

Implement Mitigation Measure 3.4-1a.

Mitigation Measure 3.10-1b: For All Ground-Disturbing Construction Activities, Halt Ground Disturbance Upon Discovery of Subsurface Tribal Cultural Resources

Implement Mitigation Measure 3.4-1b.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measures 3.10-1a and 3.10-1b, impacts on tribal cultural resources would be reduced to less than significant and the project would not contribute to a significant cumulative effect on tribal cultural resources. Implementation of Mitigation Measures 3.10-1a and 3.10-1b identify procedures that would minimize the potential for construction activities to damage or destroy any unique archaeological resources, historical resources of an archaeological nature, or important examples from major periods of California history or prehistory that may be inadvertently uncovered during ground-disturbing activities. Specifically, Mitigation Measure

3.10-1a would require construction workers to undergo worker awareness training to be informed of the procedures to follow in the event of an unanticipated discovery. Mitigation Measure 3.10-1b identifies requirements to halt construction activities in the vicinity of any unanticipated discoveries until a qualified professional archaeologist can assess the significance of the find and provide the City's Manager with recommendations for the appropriate disposition of the resource. Preference would be given to preservation in place. Implementation of these mitigation measures will be enforced through the MMRP.

9 POTENTIALLY SIGNIFICANT ENVIRONMENTAL IMPACTS DETERMINED TO BE SIGNIFICANT AND UNAVOIDABLE

As summarized in Table ES-1 of the Draft EIR, all of the impacts associated with the proposed project would be less than significant or reduced to a less-than-significant level after implementation of the recommended mitigation measures. Additionally, the project would not result in a cumulatively considerable contribution to a significant cumulative impact.

10 PROJECT ALTERNATIVES

10.1 LEGAL PRINCIPLES GOVERNING THE ANALYSIS AND ULTIMATE SELECTION OR REJECTION OF ALTERNATIVES

As required by CEQA Guidelines section 15126.6, the Draft EIR included an evaluation of a range of reasonable, potentially feasible alternatives to the project, or to the location of the project, which would feasibly attain most of the basic objectives of the project but would avoid or substantially lessen any of the significant effects of the project. The Draft EIR also included the mandatory No Project Alternative.

As noted earlier, section 15091(a)(3) of the Guidelines describes that one of the findings that a lead agency can make concerning significant project impacts is that specific economic, legal, social, technological, or other considerations make infeasible the project alternatives identified in the Draft EIR.

With respect to project alternatives, "[t]he issue of feasibility arises at two different junctures: (1) in the assessment of alternatives in the EIR and (2) during the agency's later consideration of whether to approve the project." (*California Native Plant Society v. City of Santa Cruz* (2009) 177 Cal. App. 4th 957, 981 (CNPS), citing *Mira Mar Mobile Community v. City of Oceanside* (2004) 119 Cal.App.4th 477, 489 (Mira Mar).) "But 'differing factors come into play at each stage.'" (CNPS, *supra*, 177 Cal. App. 4th at p. 981, citing Kostka & Zischke, Practice Under the Cal. Environmental Quality Act [Cont.Ed.Bar 2d ed. 2009] (Kostka), Section 15.9, p. 740.) "For the first phase—inclusion in the EIR—the standard is whether the alternative is potentially feasible." (CNPS, *supra*, 177 Cal.App.4th at p. 981, citing *Mira Mar*, *supra*, 119 Cal.App.4th at p. 489; CEQA Guidelines, Section 15126.6, subd. (a).) "By contrast, at the second phase—the final decision on project approval—the decision-making body evaluates whether the alternatives are actually feasible." (CNPS, *supra*, 177 Cal.App.4th at p. 981, citing CEQA Guidelines, Section 15091, subd. (a)(3).) "At that juncture, the decisionmakers may reject as infeasible alternatives that were identified in the EIR as potentially feasible." (CNPS, *supra*, 177 Cal.App.4th at p. 981, citing *Mira Mar*, *supra*, 119 Cal.App.4th at p. 489.)

"While it is up to the EIR preparer to identify alternatives as potentially feasible, the decision making body 'may or may not reject those alternatives as being infeasible' when it comes to project approval." (CNPS, *supra*, 177 Cal.App.4th at p. 999, quoting *Sierra Club v. County of Napa* (2004) 121 Cal.App.4th 1490, 1504.) "Rejection by the decision makers does not undermine the validity of the EIR's alternatives analysis." (CNPS, *supra*, 177 Cal.App.4th at p. 999, citing *Mira Mar*, *supra*, 119 Cal.App.4th at p. 489.) "Like mitigation measures, potentially feasible alternatives 'are suggestions which may or may not be adopted by the decisionmakers.'" (CNPS, *supra*, 177 Cal.App.4th at p. 999, quoting *No Slo Transit, Inc. v. City of Long Beach* (1987) 197 Cal.App.3d 241, 256.)

"When it comes time to decide on project approval, the public agency's decision making body evaluates whether the alternatives are actually feasible." (*CNPS, supra*, 177 Cal.App.4th at p. 999, citing *Mira Mar, supra*, 119 Cal.App.4th at p. 489, and CEQA Guidelines, Section 15091, subd. (a)(3).) "While staff may draft the necessary findings, the decision making body is responsible for the ultimate determination of feasibility, which cannot be delegated." (*CNPS, supra*, 177 Cal.App.4th at p. 999, citing CEQA Guidelines, Sections 15025, subd. (b)(2), Section 15091, subd. (a)(3).) "At this final stage of project approval, the agency considers whether "[s]pecific economic, legal, social, technological, or other considerations ... make infeasible the mitigation measures or alternatives identified in the environmental impact report." (*CNPS, supra*, 177 Cal.App.4th at p. 1000, citing Pub. Resources Code, Section 21081, subd. (a)(3).) "Broader considerations of policy thus come into play when the decision-making body is considering actual feasibility than when the EIR preparer is assessing potential feasibility of the alternatives." (*CNPS, supra*, 177 Cal.App.4th at p. 1000.) Thus, "it does not subvert the CEQA environmental review process for the ultimate decision maker to reject as infeasible alternatives identified in the EIR." (*Ibid.*)

At the decision-making stage, "'feasibility' under CEQA encompasses 'desirability' to the extent that desirability is based on a reasonable balancing of the relevant economic, environmental, social, and technological factors." (*City of Del Mar v. City of San Diego* (1982) 133 Cal.App.3d 410, 417; *CNPS, supra*, 177 Cal.App.4th at p. 1001; *San Diego Citizenry Group v. County of San Diego* (2013) 219 Cal.App.4th 1, 17.) Relatedly, the concept of "feasibility" also encompasses the question of whether, and how well, a particular alternative or mitigation measure promotes the underlying goals and objectives of a project. (*Sierra Club v. County of Napa, supra*, 121 Cal.App.4th at pp. 1506-1509; *CNPS, supra*, 177 Cal. App. 4th 957, 1001; *Citizens for Open Government v. City of Lodi* (2012) 205 Cal.App.4th 296, 314-315; *Sequoiah Hills Homeowners Assn. v. City of Oakland* (1993) 23 Cal.App.4th 704, 715 (*Sequoiah Hills*); and *In re Bay-Delta Programmatic Environmental Impact Report Coordinated Proceedings* (2008) 43 Cal.4th 1143, 1165, 1166.) In addition, a proposed alternative may also be legally infeasible. (*Sequoiah Hills, supra*, 23 Cal.App.4th at p. 715.)

For the reasons discussed above, the use of the term "infeasible" in the Findings below concerning the alternatives is more expansive than references to "potentially feasible" or "feasible" in the EIR's discussion of alternatives, which was limited to technical, logistical, and financial feasibility. An alternative may have been determined to be technically, logistically, and financially "feasible" by City staff in the EIR and still ultimately be concluded by the City Council, as the ultimate decisionmaker on the project, to meet the definition of "infeasibility" per Section 15091(a)(3) as interpreted in case law, when all considerations are accounted for, as discussed above.

The City makes the findings set forth below to support its rejection of the alternatives that were analyzed in the Draft EIR.

10.2 ALTERNATIVES CONSIDERED IN THE EIR

Three alternatives, representing a range of reasonable alternatives to the proposed project, were selected for detailed analysis in the Draft EIR. The goal for evaluating these alternatives is to identify ways to avoid or lessen the significant environmental effects resulting from implementation of the proposed project, while attaining most of the project objectives. As explained above, however, the EIR concluded that all potentially significant impacts of the project could be reduced to less than significant levels through the implementation of mitigation measures.

The following sections provide a general description of each alternative, its ability to meet the project objectives (and thus its feasibility), and a qualitative discussion of its comparative environmental impacts.

10.2.1 Alternative 1: No Project-No Development Alternative

SUMMARY OF ALTERNATIVE

CEQA requires a "no project" alternative to be evaluated in an EIR (California Code of Regulations [CCR] Title 14 Section 15126.6[e]). The purpose of describing and analyzing a no project alternative is to allow decision makers to compare the impacts of approving a proposed project with the impacts of not approving the proposed project.

Under Alternative 1, the No Project–No Development Alternative, no actions would be taken by the applicant and the project site would remain unchanged from current conditions. The project site would remain vacant and in its current condition. The No Project – No Development Alternative would not meet the project objectives because it would not result in the development of a regional travel center and related commercial land uses that would serve thru-motorists on SR-36 and provide economic benefits to the City.

Although it is acknowledged that with the No Project–No Development Alternative, there would be no discretionary action by the City or Lassen County LAFCO, and thus no impact, for purposes of comparison with the other action alternatives, conclusions for each technical area are characterized as “impacts” that are greater, similar, or less, to describe conditions that are worse than, similar to, or better than those of the proposed project.

REASONS FOR REJECTING ALTERNATIVE

Alternative 1, the No Project–No Development Alternative would avoid all adverse impacts resulting from construction and operation of the proposed project. However, the No Project–No Development Alternative would not meet any of the objectives the project. The City has discretion to weigh the project objectives, as a matter of policy, and give special consideration to specific objectives in considering the feasibility of alternatives. As the No Project–No Development Alternative would not meet any of the objectives of the project, it represents an undesirable policy outcome. The alternative is therefore infeasible. Stated another way, specific economic, legal, social, technological, or other considerations make infeasible the No Project-No Development Alternative identified in the Final EIR.

10.2.2 Alternative 2: No Drive-Thru Fast-Food Restaurant Alternative

SUMMARY OF ALTERNATIVE

The project proposes two fast-food restaurants, one of which contains a drive-thru component. Alternative 2 would eliminate the drive-thru component of the fast-food restaurant and operate only as a walk-in fast-food restaurant, with the drive-thru lanes occupied by additional parking stalls. Elimination of the drive-thru component of the proposed fast-food restaurant would reduce potential air quality and greenhouse gas emissions associated with vehicle idling and increase the demand for restaurant-related parking.

Alternative 2 would meet most of the objectives of the proposed project because it would create a commercial development with facilities and amenities for travelers along a major transportation corridor. Alternative 2 would contribute to the City’s economic development and increase tax revenue and employment opportunities in the City; however, the economic merits and available services of Alternative 2 would be slightly reduced in comparison to the proposed project because the fast-food drive-thru component would not be constructed, and thus would likely lead to less visitors due to the inconvenience of not having the drive-thru. Therefore, Alternative 2 would meet the project objectives to a lesser extent than the proposed project.

Alternative 2 would occupy a similar area to the proposed project and would be developed at the same project location. Alternative 2 would be similar to the proposed project with respect to site suitability, availability of infrastructure, and general plan consistency; therefore, the same factors that would affect the physical feasibility of the proposed project would apply to Alternative 2.

REASONS FOR REJECTING ALTERNATIVE

Alternative 2, the No Drive-Thru Fast-Food Restaurant Alternative would occupy a similar area to the proposed project and would be developed at the same project location, thus construction-related ground disturbance would be similar to the proposed project. During operations, the absence of a drive-thru component would result in an incremental reduction in energy use and noise associated with drive-thru vehicle idling while waiting for completion of orders. In addition, without the inclusion of the drive-thru, there would be fewer vehicle trips and visitors to the

project site under Alternative 2, resulting in a decrease in VMT, lower air quality and greenhouse gas emissions, and noise compared to the proposed project. However, this alternative would still require construction of the offsite utilities; therefore, this alternative would not avoid any of the impacts associated with construction of the offsite utilities or other ground disturbance impacts on the main project site.

When the environmentally superior alternative is the No Project Alternative, the State CEQA Guidelines (Section 15126[d][2]) require selection of an environmentally superior alternative from among the other action alternatives evaluated. As illustrated in Table 5-1 of the Draft EIR, the No Fast-Food Drive-Thru Alternative would be environmentally superior action alternative because although the environmental impacts would be similar to the proposed project and Alternative 3, the reduced degree of fast-food drive-thru traffic would incrementally reduce the emissions of criteria air pollutants, GHGs, noise and VMT generated by the proposed project drive-thru. The incremental decrease in air quality, GHG, noise and transportation impacts is a greater incremental decrease than the reductions associated with Alternative 3.

The City rejects the Alternative for policy reasons and finds it to be infeasible. Alternative 2 would meet most of the objectives of the proposed project because it would create a commercial development with facilities and amenities for travelers along a major transportation corridor. Alternative 2 would contribute to the City's economic development and increase tax revenue and employment opportunities in the City; however, the economic merits and available services of Alternative 2 would be slightly reduced in comparison to the proposed project because the drive-thru would not be constructed. The City has discretion to weigh the project objectives, as a matter of policy, and give special consideration to specific objectives in considering the feasibility of alternatives. Alternative 2 would not meet the proposed project objective of maximizing tax revenue to the City. Therefore, Alternative 2 would meet the project objectives to a lesser extent than the proposed project. Additionally, as discussed above, the EIR found that all potential impacts of the Project could be reduced to less than significant levels through the implementation of mitigation measures. For these reasons, the selection of Alternative 2 would not further the "substantive mandate" of CEQA, as described earlier. (See Pub. Resources Code, § 21002; *Mountain Lion Foundation, supra*, 16 Cal.4th at p. 134.) Thus, nothing in CEQA would require the City to approve Alternative 2 even if the City found it to be feasible.

The reductions in environmental impacts that would be achieved by foregoing the drive-thru component of the proposed project are modest in comparison with the benefits of these amenities. Balancing these modest reductions in environmental impacts against the benefits of the drive-thru's amenities, the City, as policymaker, finds that the benefits of the Project outweigh the slightly reduced impacts. Furthermore, the City gives weight to the fact that the applicant sees a business benefit in including the drive-thru in the proposed project. A local agency decision-making body "may approve a developer's choice of a project once its significant adverse environmental effects have been reduced to an acceptable level that is, all avoidable significant damage to the environment has been eliminated and that which remains is otherwise acceptable." (*Laurel Hills, supra*, 83 Cal.App.3d at p. 521.) In sum, specific economic, legal, social, technological, or other considerations make infeasible Alternative 2 as identified in the Final EIR.

10.2.3 Alternative 3: No Overnight RV Parking Alternative

SUMMARY OF ALTERNATIVE

Alternative 3 would include all of the elements evaluated under the proposed project as described in Section 2, "Project Description," except Alternative 3 would eliminate the overnight RV parking component of the proposed project. The project proposes ten (10) RV overnight parking spaces in the northern portion of the site that range in width from 12 to 20 feet. Power and water/wastewater hookups would be provided. Overnight RV parking users are expected to stay one day before continuing on their trip. Similar to the proposed project, construction of the offsite utilities would be needed under Alternative 3 to supply water, and sewer facilities to the travel stop.

Under Alternative 3, the overnight RV parking footprint that would be developed under the proposed project, would be replaced by a larger bioretention basin.

Alternative 3 would meet most of the objectives of the proposed project because it would create a commercial development with facilities and amenities for travelers along a major transportation corridor. Alternative 3 would contribute to the City's economic development and increase tax revenue and employment opportunities in the City; however, the economic merits and available services of Alternative 3 would be slightly reduced in comparison to the proposed project because the overnight RV parking area would not be constructed. Therefore, Alternative 3 would meet the project objectives to a lesser extent than the proposed project.

Alternative 3 would occupy a similar area to the proposed project and would be developed at the same project location. Alternative 3 would be similar to the proposed project with respect to site suitability, availability of infrastructure, and general plan consistency; therefore, the same factors that would affect the physical feasibility of the proposed project would apply to Alternative 3.

REASONS FOR REJECTING ALTERNATIVE

The environmental impacts of the No Overnight RV Parking alternative would be similar to the proposed project, and this alternative would require similar amounts of ground disturbance with potential to affect sensitive resources (e.g., biological, cultural, and water resources), when compared to the project. During operations, Alternative 3 would generate slightly fewer vehicle trips, which would contribute to slightly less traffic, noise, air pollutant and GHG emissions, energy consumption, and demand on public services and utilities than the other action alternatives or the Project.

The City rejects the Alternative for policy reasons and finds it to be infeasible. Alternative 3 would meet most of the objectives of the proposed project because it would create a commercial development with facilities and amenities for travelers along a major transportation corridor. Alternative 3 would contribute to the City's economic development and increase tax revenue and employment opportunities in the City; however, the economic merits and available services of Alternative 3 would be slightly reduced in comparison to the proposed project because the overnight RV parking facility would not be constructed. The City has discretion to weigh the project objectives, as a matter of policy, and give special consideration to specific objectives in considering the feasibility of alternatives. Alternative 3 would not meet the proposed project objective of maximizing tax revenue to the City. Therefore, Alternative 3 would meet the project objectives to a lesser extent than the proposed project. Additionally, as discussed above, the EIR found that all potential impacts of the Project could be reduced to less than significant levels through the implementation of mitigation measures. For these reasons, the selection of Alternative 3 would not further the "substantive mandate" of CEQA, as described earlier. (See Pub. Resources Code, § 21002; *Mountain Lion Foundation*, supra, 16 Cal.4th at p. 134.) Thus, nothing in CEQA would require the City to approve Alternative 3 even if the City found it to be feasible.

The failure to fully meet the project objectives, and in particular the elimination of the overnight RV parking area, represents an undesirable policy outcome. The overnight RV parking area is a desirable amenity that adds value to the proposed project and would be a welcome addition to the City. If the overnight RV parking area were eliminated, the amenity would have less value to the City and to the driving public.

The reductions in environmental impacts that would be achieved by foregoing the overnight RV parking component of the proposed project are modest in comparison with the benefits of these amenities. Balancing these modest reductions in environmental impacts against the benefits of the overnight RV parking's amenities, the City, as policymaker, finds that the benefits of the Project outweigh the slightly reduced impacts. Furthermore, the City gives weight to the fact that the applicant sees a business benefit in including the overnight RV parking in the proposed project. A local agency decision-making body "may approve a developer's choice of a project once its significant adverse environmental effects have been reduced to an acceptable level that is, all avoidable significant damage to the environment has been eliminated and that which remains is otherwise acceptable." (*Laurel Hills*, supra, 83 Cal.App.3d at p. 521.) In sum, specific economic, legal, social, technological, or other considerations make Alternative 3 infeasible as identified in the Final EIR.

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1 **WHEREAS**, a Notice of Public Hearing was published in the Intermountain News on
2 April 3, 2026 and mailed to property owners within 300 feet of the project site.

3 **NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Susanville
4 hereby makes the following findings based on the analysis and findings provided in the staff
report dated April 15, 2026, and all attachments incorporated here-in by reference:

5 **SECTION 1.** The Environmental Impact Report prepared for the Project evaluated
6 environmental impacts associated with the Project including annexation, General Plan land use
7 map and zoning map changes, and land use entitlements (Architectural and Site Plan Review,
Use Permit, and Sign Permit applications) for the Love's Travel Stop.

8 The EIR determined that impacts would be less than significant or mitigated to less-than-
9 significant levels with implementation of mitigation measures and preparation of a Mitigation
10 Monitoring and Reporting Program. Accordingly, consistent with Public Resources Code Section
21081(a), the City Council makes general findings and findings regarding each significant
11 adverse environmental effect of the Project as set forth in Exhibit B (Findings of Fact), attached
hereto and incorporated by reference. Additionally, consistent with Section 21081(a)(3) the City
12 Council makes findings with respect to alternatives studies in the EIR as set forth in Exhibit B.
Pursuant to CEQA Guidelines Section 15091(d), a Mitigation Monitoring and Reporting Program
13 has been prepared and included in the Planning Commission Resolution approving project
entitlements and incorporated herein by reference, to ensure that all feasible mitigation
14 measures which serve to reduce environmental impacts of the Project are fully implemented.

15 Therefore, the City Council finds that the environmental effects of the amendment have been
adequately analyzed pursuant to CEQA.

16 **SECTION 2.** Findings. The City Council hereby makes the following findings in support
17 of approval of the General Plan Amendment:

18 A. The General Plan amendment is in the Public Interest.

19 California Government Code Section 65358 authorizes a city to amend its General
20 Plan when the legislative body determines that the amendment is in the public
interest.

21 The proposed amendment would change the land use designation of the Project site
22 from Light Industrial/Business Park to General Commercial/ Shopping Center to
allow development of commercial services oriented to travelers and local residents
23 along the SR-36 corridor. The Project would expand commercial services available in
the community, support economic activity, create employment opportunities, and
24 generate tax revenues for the City.

25 Accordingly, the City Council finds that the amendment is in the public interest.

26 B. The General Plan Amendment is Consistent with the Goals and Policies of the
27 Susanville General Plan.

28 The proposed General Commercial/ Shopping Center designation is intended to
accommodate a wide range of commercial uses serving both local and regional

needs and specifically contemplates uses such as service stations, restaurants, and similar commercial services along major transportation corridors.

The proposed travel stop includes automobile and truck fueling facilities, convenience retail, fast-food restaurants with drive-through service, and recreational vehicle services, which are consistent with the types of uses contemplated within the General Commercial/ Shopping Center designation. The Project is also consistent with applicable General Plan policies including those related to:

- Community character and commercial development quality
- Safe and efficient circulation along major transportation corridors
- Economic development and expansion of commercial services.

Therefore, the City Council finds that the amendment is consistent with the goals and policies of the Susanville General Plan.

C. The Amendment is Compatible with Surrounding Land Uses.

The Project Site is located at the southern edge of the City and is surrounded primarily by vacant land and commercial development located north of the Susan River along SR-36.

The proposed commercial designation and travel stop use are compatible with surrounding commercial uses, including retail stores, restaurants, and other highway-oriented services in the vicinity.

Accordingly, the City Council finds that the amendment is compatible with surrounding land uses and will not adversely affect the character of the area.

D. The Amendment Supports Orderly Growth and Development.

The property is located within the City's Sphere of Influence and adjacent to existing City limits, and annexation of the Project Site represents a logical extension of municipal boundaries.

Amending the General Plan land use designation allows the City to guide development within its Sphere of Influence and ensure that future development occurs in a manner consistent with City planning policies and municipal service capabilities.

Accordingly, the City Council finds that the amendment promotes orderly growth and development of the City.

E. The Amendment Complies with State Law Limiting General Plan Amendments.

Government Code Section 65358 limits amendments to mandatory elements of the General Plan to four times per calendar year. The proposed amendment represents the first General Plan amendment considered by the City in the 2026 calendar year and therefore complies with the requirements of State law.

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APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

City Council Agenda Item

Submitted By: Mike Prettyman, Code Enforcement Officer

Action Date: April 15, 2026

Subject: Consider **Resolution No. 26-6525**, upholding the administrative citations issued against 602 Main St. (APN: 103-303-002-000)

Presented By: Mike Prettyman, Code Enforcement Officer

Summary: On September 3, 2025, a Notice of Violation was sent to the property owner of the above-referenced property in regard to a broken and boarded window on the Northwest corner of the building. Section § 8.52.030 of the Susanville Municipal Code (SMC) declares faulty weather protection, including broken, damaged or missing windows to be unlawful and are defined as and declared to be public nuisances which have a tendency to degrade the appearance and property values of surrounding property. After some time, as detailed in the attached staff report, the nuisance remained and a second Notice of Violation was issued on February 5, 2026, requesting voluntary compliance on or before February 17, 2026. On February 18, 2026, the nuisance remained and citation #COS2026-001 was issued in accordance with the provisions of SMC § 8.40.050. On March 2, 2026, the nuisance remained and citation #COS2026-002 was issued in accordance with the provisions of SMC § 8.40.050. To date, no payments have been made to the City of Susanville and resolutions have been provided to this hearing board to either uphold or dismiss these citations.

Fiscal Impact: If the total amount of the administrative citation fines is collected, then the general fund would see revenue in the amount of \$300.00 plus any late payment charges and interest that may accrue in accordance with the provisions of SMC § 8.40.150.

Action Requested: Motion to approve Resolution No. 26-6525, upholding the administrative citations issued against 602 Main St. (APN: 103-303-002-000)

Attachments:

1. 26-6525.uphold
2. 26-6526.dismiss
3. 26-4-15 Staff Report
4. Letter from Owner
5. 25-8-27 Photo
6. 25-9-3 N.O.V

7. 26-1-30 Brick Top
8. 26-1-30 Brick Side
9. 26-2-5 NOV #2
10. 26-2-5 Decl. of Mail
11. 26-2-18 Brick Front
12. 26-2-18 Administrative Citation #COS2026-001
13. 26-2-18 Decl. of Mail
14. 26-3-2 Posting
15. 26-3-2 T1-11 Side-Top
16. 26-3-2 Administrative Citation #COS2026-002
17. 26-3-12 Side Early
18. 26-3-12 Side2 Early
19. 26-3-12 Notice of Pending Citation
20. 26-3-12 Gap Later
21. 26-3-12 Side Later
22. 26-3-12 Side2 Later
23. 26-3-24 Side
24. 26-3-24 Side2
25. 26-3-24 Final Front
26. 26-4-1 Notice of Hearing
27. 26-4-1 Decl. of Mail

RESOLUTION NO. 26-6525
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE TO
UPHOLD ADMINISTRATIVE CITATIONS ISSUED AGAINST 602 MAIN STREET
(APN: 103-303-002-000)

WHEREAS, California Government Code Sections 36901, 38771, and 38773.5(a) authorizes the City of Susanville to enact ordinances declaring what constitutes a nuisance, the procedures for abating nuisance conditions, providing for the recovery of costs and attorney fees to abate the nuisance and providing for the collection of civil penalties; and

WHEREAS, the Susanville City Council adopted Ordinance 17-1011 on June 7, 2017, that declares what constitutes a nuisance, and adopted Chapters 8.40 and 8.52 of the Susanville Municipal Code to outline property maintenance standards and the issuance of administrative citations; and

WHEREAS, A Notice of Violation was sent to the property owner of record, Susan Chaffer Revokable Trust, at the address as it appears on the last equalized assessment roll; and

WHEREAS, pursuant to Chapter 8.40, Code Enforcement staff issued Administrative Citation #COS2026-001 on February 18, 2026 and #COS2026-002 on March 2, 2026 for violations of the Susanville Municipal Code; and

WHEREAS, on March 10, 2026, the property owner, Susan Chaffer filed a request for Administrative Hearing; and

WHEREAS, the administrative citations have been reviewed to determine whether they were validly issued considering the reasons given by the property owner, Susan Chaffer, for contesting it and requesting an administrative hearing; and

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Susanville hereby finds that the violations alleged in the Notice of Violation are factually true and did constitute a public nuisance at 602 Main St (APN: 103-303-002-000); and

BE IT FURTHER RESOLVED the City Council of the City of Susanville hereby upholds the administrative citations and orders the property owner to pay the full balance of three hundred dollars (\$300.00) within fifteen (15) days of this decision.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:

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ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____

Margaret Long, City Attorney

RESOLUTION NO. 26-6526
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
TO DISMISS ADMINISTRATIVE CITATIONS ISSUED AGAINST
602 MAIN STREET (APN: 103-303-002-000)

WHEREAS, California Government Code Sections 36901, 38771, and 38773.5(a) authorizes the City of Susanville to enact ordinances declaring what constitutes a nuisance, the procedures for abating nuisance conditions, providing for the recovery of costs and attorney fees to abate the nuisance and providing for the collection of civil penalties; and

WHEREAS, the Susanville City Council adopted Ordinance 17-1011 on June 7, 2017, that declares what constitutes a nuisance, and adopted Chapters 8.40 and 8.52 of the Susanville Municipal Code to outline property maintenance standards and the issuance of administrative citations; and

WHEREAS, A Notice of Violation was sent to the property owner of record, Susan Chaffer Revocable Trust at the address as it appears on the last equalized assessment roll (474 Lexington Drive, Folsom CA. 95630); and

WHEREAS, pursuant to Chapter 8.40, Code Enforcement staff issued Administrative Citation #COS2026-001 on February 18, 2026 and #COS2026-002 on March 2, 2026 for violations of the Susanville Municipal Code; and

WHEREAS, on March 10, 2026, the property owner, Susan Chaffer filed a request for Administrative Hearing; and

WHEREAS, the administrative citations have been reviewed to determine whether they were validly issued considering the reasons given by the property owner, Susan Chaffer, for contesting it and requesting an administrative hearing.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Susanville hereby dismisses administrative citation #COS2026-001 and #COS2026-002 issued against 602 Main St., APN:103-303-002-000, and owned by Susan Elayne Chafffer Revocable Trust.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



CITY OF SUSANVILLE CODE ENFORCEMENT

Administrative Citation

Appeal Hearing

Staff Report



Property Details

<i>Address:</i>	602 Main Street , Susanville, California 96130
<i>APN:</i>	103-303-002-000
<i>Property Owner:</i>	Susan Elayne Chaffer Revocable Trust

Background

The enforcement of the Susanville Municipal Code, other ordinances adopted by the city, conditions of approval of entitlements, permits, and CEQA reviews, and terms and conditions of city agreement made pursuant to the police power is a matter of public health, safety, and welfare and serves important public purposes. Section 8.52.030 of the SMC declares faulty weather protection, including broken, damaged or missing windows to be unlawful and are defined as and declared to be public nuisances which have a tendency to degrade the appearance and property values of surrounding property.

On September 3, 2025, a Notice of Violation was sent to the property owner in regard to a broken and boarded window on the Northwest corner of the building.

On or about October 13, 2025, the violation continued to exist, and I met with the business owner, Mr. Cagle, who stated he would remedy the violation and a verbal compliance date of October 28, 2025, was agreed upon.

On October 27, 2025, Mr. Cagle provided an invoice from 4J House Repair stating the work would be completed by late November.

On December 4, 2025, the violation continued to exist, and I requested a progress update from Mr. Cagle via e-mail. He responded same day stating it would take another couple weeks.

On January 5, 2026, the violation continued to exist, and I requested a progress update via e-mail. Mr. Cagle responded same day stating there were issues with the glass company and was exploring the option of framing the window in to blend with the building.

On January 13, 2026, I met with Mr. Cagle, and he informed me the repair materials were on the way and installation would be completed within a week. Given the window's proximity to the wall and with the expectation the repairs would provide adequate weather protection, I agreed.

On January 21, 2026, the nuisance continued to exist. I entered the store with the intent to serve an administrative citation as provided by 8.40 of the SMC. At that time, Mr. Cagle showed me a materials receipt on his phone showing delivery of repair materials expected later that day. The citation was not issued.

On January 23, 2026, Mr. Cagle informed me the repairs had been completed.

On January 30, 2026, I conducted a compliance inspection finding insufficient repairs, informed Mr. Cagle of my findings and offered to include the Building Official in the discussion to answer any questions.



CITY OF SUSANVILLE CODE ENFORCEMENT

Administrative Citation

Appeal Hearing

Staff Report



On February 5, 2026, the violations continued to exist, and given the amount of time that had elapsed, a second Notice of Violation was sent to the property and business owner providing a February 17, 2026, deadline to bring the property into voluntary compliance.

On February 10, 2026, I received a call from the property owner, Sue Chaffer, who stated she has been trying to get Mr. Cagle to fix the window for nearly 3 years per her rental agreement.

On February 12, 2026, the Building Official and I met with Mr. Cagle, at his request, who inquired about glass alternatives and proposed T1-11 siding. Dow answered some clarifying questions and provided general guidelines on weatherproof requirements.

On February 18, 2026, the violation continued to exist and Citation #COS2026-001 was issued in accordance with 8.40 of the SMC.

On March 2, 2026, the violation continued to exist, Citation #COS2026-002 was issued in accordance with 8.40 of the SMC, and I contacted Mrs. Chaffer via telephone to inform her of the situation.

On March 10, 2026, a request for an appeal hearing and hardship waiver were received via email from the property owner.

On March 12, 2026, based on continued communication from the property owner, the recently filed hearing request, and observable efforts noted during an inspection, a letter was sent stating the issuance of subsequent citations would be postponed for 10 days to provide another opportunity to complete the repair. Later that day, Mr. Cagle requested an inspection stating the repairs were complete. I informed him of my earlier inspection having found insufficient weather protection. He stated sealant had since been applied and I conducted another inspection finding insufficient weather proofing. I then called Mrs. Chaffer to inform her of recent developments and the current status of repairs needed. She stated that she had received photos of the repair from Mr. Cagle, was pleased with the outcome, and that she cannot afford to do any further repairs.

On March 16, 2026, Mr. Cagle requested an inspection. I asked if he intended to paint the siding to match the building and he stated that he considered the repairs complete.

On March 24, 2026, I was informed by my supervisor that the siding had been painted, and I conducted an inspection noting the changes.

On April 1, 2026, notice of this hearing and a copy of this report was provided to the property owner in accordance with the provisions of § 8.40.100.

Requested Action

Staff is asking the Council to consider Resolution No. 26-6525 to:



CITY OF SUSANVILLE CODE ENFORCEMENT

Administrative Citation

Appeal Hearing

Staff Report



- A. Uphold the administrative citations and associated fines totaling \$300.00; and
- B. Order payment of the administrative fines within fifteen (15) days from the date of this decision.

City of Susanville
Code enforcement

I.E. Citation # CE2025-022 Feb 18, 2026

Citation # CE 2025-022 March 2, 2026

I am requesting a hearing to speak about the broken window at 600 Main St Honey Lake Firearms.

my 1st point - I never recieved the 1st notice in sept. It may have been sent but I never got it, the 1st time I found out about the issue was Feb 7, 2026.

I am the owner of the building and the business owner is Jeff Cagle. The building is located at the top of main st and a woman came down the hill and crashed into the building. Due to many complications the insurance company representing her never followed through of paying for the damage, so began the problem. This building has been run into several times & I replaced the window however I didn't have the money to replace it this time and tired of it happening again so I cannot replace the window, I believe the best situation is to put up the T111 paint it and would be better than replacing the window only to be broken again (possibly). We are currently attempting to make the repairs that the city wants. -7

Jeff is making the repairs because I do not have the finances to do so. I am a retired widow that lives four hours away. If I can request that Jeff speak in my behalf so I do not have to travel that far I would greatly appreciate it plus it is his business and the one involved so I actually think that would be best.

I am really proud of my old building and I try very hard to have it always look nice, I've spent much time and energy repairing and paint the building, I take pride in my building but unfortunately finances are very difficult for me, I work very hard to find & keep affordable rents for my tenants so our main st looks nice.

So I am requesting for all involved to help get this issue resolved for all in the quickest manner. I do not have money to pay fines, so lets work together to resolve the issue please.

respectfully submitted

Susan Chaffer

916 605 6603

p.s. hopefully it will be resolved Jeff is working on it to make it look nice.





City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF VIOLATION

September 3, 2025

Chaffer Susan Elayne Revocable Trust
474 Lexington Dr.
Folsom, CA. 95630

Chaffer Susan Elayne Revocable Trust
602 Main St.
Susanville, CA 96130

RE: 602 Main St.
Susanville, CA 96130
APN: 103-303-002-000
Code Enforcement Case #: Pending Voluntary Correction

To Chaffer Susan Elayne Revocable Trust:

The City of Susanville's mission is to serve our residents and visitors by engaging in activities that protect people, their property, and their freedom to act, explore, and prosper. The City of Susanville is currently undertaking a program to remedy nuisance conditions and improve the overall appearance of properties along the Main Street corridor. Main Street is the heart of our City, traveled every day by friends, neighbors, and visitors alike. Its appearance not only reflects pride in the community but also shapes the first impression people have and often influences whether they choose to stop and enjoy all that we have to offer.

The board covering the window on the northwest corner of the building on the above referenced property is one such nuisance condition that is being addressed throughout the Main Street corridor. As a violation of Susanville Municipal Code (SMC) §8.32 and §8.52 remedying such conditions along this highly trafficked area are of continued importance.

Ideally, this notice will serve to initiate an open dialog in which we can work together to achieve voluntary compliance in a reasonable amount of time. The City is dedicated to maintaining a safe and pleasant community, and to preserving and improving the character and charm of Susanville. Your cooperation in this matter is greatly appreciated, and I look forward to hearing from you soon.

The specific code violations last observed on August 26, 2025, are as follows:

Public Nuisances § 8.32.050 SMC

- 8.32.050 (C)(4): Violation of Property Maintenance Standards

Property Maintenance Standards § 8.52.030 SMC

- 8.52.030 (A)(1)(b): Broken, damaged, or missing windows or doors

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

The City of Susanville requests your voluntary compliance and appreciates your cooperation in abating the conditions constituting a public nuisance by:

1. Repairing or replacing all faulty weather protection (i.e. doors/windows) as required by §8.52.030; and

Please correct the violation by **October 1, 2025** and, once abated, contact the Code Enforcement Department to schedule a compliance inspection. If not corrected by October 1, 2025, an administrative citation may be issued, and administrative fines may be imposed in accordance with Chapter 8.32 and Chapter 8.40 which are subject to the general penalty outlined in (SMC § 1.12.010).

Again, voluntary compliance is the goal so **please contact Code Enforcement at (530) 260-6099** to discuss timelines and expectations prior to the October 1, 2025 deadline.

Respectfully,



Michael Prettyman
Code Enforcement Officer
City of Susanville

DECLARATION OF SERVICE BY FIRST CLASS MAIL

I, THE UNDERSIGNED, DECLARE THAT:

1. I am an employee of the City of Susanville, California, over the age of eighteen years and not a party to the within entitled cause or matter; and
2. My business address is 66 N. Lassen St, Susanville, California 96130; and
3. I served the foregoing **NOTICE OF VIOLATION** on the interested parties in said cause by depositing true copies thereof enclosed in sealed envelopes and placing the envelopes for collection and mailing on the date and at the place shown below following our ordinary business practices. I am readily familiar with this business' practice for collecting and processing correspondence for mailing. On the following day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in sealed envelopes with 1st Class postage fully paid, in Susanville, California, on the 3rd Day of September 2025, addressed as follows:

**Chaffer Susan Elayne Revocable Trust
474 Lexington Dr.
Folsom, CA. 95630**

**Chaffer Susan Elayne Revocable Trust
602 Main St.
Susanville, CA 96130**

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 3rd Day of September 2025, at Susanville, California 96130.



Michael Prettyman







City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF VIOLATION

February 5, 2026

Chaffer Susan Elayne Revocable Trust
474 Lexington Dr.
Folsom, CA. 95630

CC: Honey Lake Firearms
Attn: Jeff Cagle
602 Main St.
Susanville, CA 96130

RE: 602 Main St.
Susanville, CA 96130
APN: 103-303-002-000
Code Enforcement Case #: 2025-022

To Chaffer Susan Elayne Revocable Trust:

On September 3, 2025 a notice of violation was issued and the board covering the window on the northwest corner of the building on the above referenced property has not been properly addressed.

The specific code violations last observed on January 30, 2026, are as follows:

Public Nuisances § 8.32.050 Susanville Municipal Code (SMC)

- 8.32.050 (C)(4): Violation of Property Maintenance Standards

Property Maintenance Standards § 8.52.030 SMC

- 8.52.030 (A)(1)(b): Broken, damaged, or missing windows or doors

The City of Susanville requests your voluntary compliance and appreciates your cooperation in abating the conditions constituting a public nuisance by repairing and replacing all faulty weather protection (i.e. doors/windows) in accordance with the provisions of the California Building Code and as required by §8.52.030 of the SMC.

Please correct the violation by **February 17, 2026** and, once abated, contact the Code Enforcement Department to schedule a compliance inspection. If not corrected by February 17, 2026, an administrative citation may be issued, and administrative fines may be imposed in accordance with Chapter 8.32 and Chapter 8.40 which are subject to the general penalty outlined in (SMC § 1.12.010).

Again, voluntary compliance is the goal so **please contact Code Enforcement at (530) 260-6099** to discuss timelines and expectations prior to the February 17, 2026 deadline.

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

Respectfully,

A handwritten signature in black ink, appearing to be 'M. Prettyman', with a stylized flourish at the end.

Michael Prettyman
Code Enforcement Officer
City of Susanville

DECLARATION OF SERVICE BY FIRST CLASS MAIL

I, THE UNDERSIGNED, DECLARE THAT:

1. I am an employee of the City of Susanville, California, over the age of eighteen years and not a party to the within entitled cause or matter; and
2. My business address is 66 N. Lassen St, Susanville, California 96130; and
3. I served the foregoing **NOTICE OF VIOLATION** on the interested parties in said cause by depositing true copies thereof enclosed in sealed envelopes and placing the envelopes for collection and mailing on the date and at the place shown below following our ordinary business practices. I am readily familiar with this business' practice for collecting and processing correspondence for mailing. On the following day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in sealed envelopes with 1st Class postage fully paid, in Susanville, California, on the 5th Day of February 2026, addressed as follows:

**Chaffer Susan Elayne Revocable Trust
474 Lexington Dr.
Folsom, CA. 95630**

**Honey Lake Firearms
Attn: Jeff Cagle
602 Main St.
Susanville, CA 96130**

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 5th Day of February 2026, at Susanville, California 96130.



Michael Prettyman



GUNS

CATTLE RANCHING

IN

LASSEN
COUNTY



February 18, 2026



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF ADMINISTRATIVE CITATION

February 18, 2026

Chaffer Susan Elayne Revocable Trust
474 Lexington Dr.
Folsom, CA. 95630

RE: 602 Main St.
Susanville, CA 96130
APN: 103-303-002-000
Code Enforcement Case #: CE2025-022

To Chaffer Susan Elayne Revocable Trust:

On September 3, 2025, a Notice of Violation was issued for the above referenced property and requested voluntary compliance by October 1, 2025. The violation continues to exist, an administrative citation has been issued, and further administrative fines which are subject to the general penalty outlined in §1.12.010 of the Susanville Municipal Code (SMC) may be imposed.

You have 10 days from the mailing of this letter to correct the violation(s). Failure to correct or provide Code Enforcement with a reasonable action plan within 10 days of this mailing will result in subsequent citations and other administrative actions as provided by the SMC.

Please do not hesitate to contact me directly at (530) 260-6099 to resolve this matter as soon as possible.

Respectfully,

Michael Prettyman
Code Enforcement Officer
City of Susanville

Enclosure(s): Citation #COS2026-001

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

ADMINISTRATIVE CITATION

DATE AND TIME:	February 18, 2026, at 10:30 a.m.		
CITED PERSON:	Chaffer Susan Elayne Revocable Trust		
ADDRESS:	474 Lexington Dr.		
CITY AND ZIP:	Folsom, CA. 95630		
RE:	ADMINISTRATIVE CITATION Chapter 8.40 Susanville Municipal Code 602 Main Street, Susanville, California 96130 APN: 103-303-002-000 Code Enforcement Case # CE2025-022		
The following violations have been observed:			
Violation #1	8.52.030 (A)(1) SMC Broken Window	☒ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Violation #2		☐ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Violation #3		☐ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Violation #4		☐ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Violation #5		☐ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Compliance Order:	You are ordered to comply with the compliance order stated within the Notice of Violation dated September 3, 2025.		
The cited person is hereby ordered and is prohibited from the continuation or repeated occurrence of the code violations described in this administrative citation.			
Total Fine Amount	\$ 100.00	Payment or Appeal Due Date: March 10, 2026 4:30pm	
Please remit payment to:		City of Susanville, Attn: Finance Division 66 North Lassen Street Susanville, CA 96130 In Person: Monday – Friday 8:00am-4:30pm	
IMPORTANT:		Each day the violation of the municipal code continues shall constitute a separate and citable offense.	
Issuing Officer	Michael Prettyman – Code Enforcement Officer Date: February 18, 2026		

IMPORTANT – READ CAREFULLY

Payment of Fine 8.40.090: The fine shall be paid to the city within twenty-one (21) days from the date of the administrative citation. Any administrative citation fine paid pursuant to subsection shall be refunded in accordance with Section 8.40.100 if it is determined, after a hearing, that the person charged in the administrative citation was not responsible for the violation or that there was no violation as charged in the administrative citation. Payment of a fine under this chapter shall not excuse or discharge any continuation or repeated occurrence of the code violation that is the subject of the administrative citation. (Ord. 17-1011 § 4, 2017)

Right of Appeal / Hearing Request 8.40.100: Any recipient of an administrative citation may contest that there was a violation of the code or that he or she is the responsible party by completing a request for hearing form and returning it to the city within twenty-one (21) days from the date of the administrative citation, together with an advance deposit of the fine or notice that a request for an advance deposit hardship waiver has been filed pursuant to Section 8.40.110. A request for hearing form may be obtained from the city finance division. The person requesting the hearing shall be notified of the time and place set for the hearing at least ten (10) days prior to the date of the hearing. If the enforcement official submits an additional written report concerning the administrative citation to the hearing official for consideration at the hearing, then a copy of this report also shall be served on the person requesting the hearing at least five days prior to the date of the hearing. (Ord. 17-1011 § 4, 2017)

Hardship Waiver 8.40.110: Any person who intends to request a hearing to contest that there was a violation of the code or that he or she is the responsible party and who is financially unable to make the advance deposit of the fine as required in Section 8.40.060(A) may file a request for an advance deposit hardship waiver. The request shall be filed on an advance deposit hardship waiver application form, available from the Finance Department within twenty-one (21) days of the date of the administrative citation. The requirement of depositing the full amount of the fine as described in Section 8.40.060(A) shall be stayed unless or until the director of finance makes a determination not to issue the advance deposit hardship waiver. If the director of finance determines not to issue an advance deposit hardship waiver, the person shall remit to the deposit to the City within ten (10) days of the date that decision or thirty (30) days from the date of the administrative citation, whichever comes later. The director of finance shall issue a written determination listing the reasons for his or her determination, which shall be final.

Consequences of Failure to Pay: Any person who fails to pay any fine imposed pursuant to the provision of this chapter on or before the date the fine is due also shall be liable for the payment of any applicable late payment charges set forth in the schedule or fines.

The assessment of fines shall be as prescribed by § 1.12.010 of the Susanville Municipal Code:

- 1st Violation for General Violations and Building & Safety Violations \$100
- 2nd Violation for General Violations \$200 and for Building & Safety Violations \$500
- 3rd & Subsequent General Violations \$500 per citation and \$1,000 per citation for Building & Safety Violations
- Misdemeanor Violations will be cited at \$1,000 per citation.

Each day the violation of the municipal code continues shall constitute a separate and citable offense.

Further attempts to gain compliance of any violation may result in the escalation of enforcement options which may include, but not limited to, and in any combination of, the securing of an abatement order, issuance of administrative citations, cost recovery methods, civil litigation and up to criminal prosecution.

**If you need further clarification and/or about payment or appeal of this citation,
please call The City of Susanville at (530) 252-5100.**

DECLARATION OF SERVICE BY FIRST CLASS MAIL

I, THE UNDERSIGNED, DECLARE THAT:

1. I am an employee of the City of Susanville, California, over the age of eighteen years and not a party to the within entitled cause or matter; and
2. My business address is 66 N. Lassen St, Susanville, California 96130; and
3. I served the foregoing **NOTICE AND ADMINISTRATIVE CITATION** on the interested parties in said cause by depositing true copies thereof enclosed in sealed envelopes and placing the envelopes for collection and mailing on the date and at the place shown below following our ordinary business practices. I am readily familiar with this business' practice for collecting and processing correspondence for mailing. On the day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in sealed envelopes with 1st Class postage fully paid, in Susanville, California, on the 18th Day of February 2026, addressed as follows:

**Chaffer Susan Elayne Revocable Trust
474 Lexington Dr.
Folsom, CA. 95630**

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 18th Day of February 2026, at Susanville, California 96130.



Michael Prettyman



City of Nashville
Department of Public Works
Notice of Violation
The following information was obtained from a field inspection of the property located at 1234 Main Street, Nashville, TN 37203. The property is owned by John Doe. The property is currently used as a gun store. The following violations were observed during the inspection:

Violation	Location	Priority
Unsanitary conditions	Interior	High
Improper storage of firearms	Exterior	Medium
Structural damage	Exterior	Low

The property owner is required to correct the violations within 30 days of the date of this notice. Failure to do so may result in the issuance of a stop-work order and/or the initiation of legal action.

March 02, 2026





City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

ADMINISTRATIVE CITATION

DATE AND TIME:	March 2, 2026, at 11:00 a.m.		
CITED PERSON:	Chaffer Susan Elayne Revocable Trust		
ADDRESS:	474 Lexington Dr.		
CITY AND ZIP:	Folsom, CA. 95630		
RE:	ADMINISTRATIVE CITATION Chapter 8.40 Susanville Municipal Code 602 Main Street, Susanville, California 96130 APN: 103-303-002-000 Code Enforcement Case # CE2025-022		
The following violations have been observed:			
Violation #1	8.52.030 (A)(1) SMC Broken Window	☒ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Violation #2		☐ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Violation #3		☐ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Violation #4		☐ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Violation #5		☐ - 1 st Violation ☐ - 3 rd Violation ☐ - Building & Safety	☐ - 2 nd Violation ☐ - 4 th + Violation ☐ - Misdemeanor
Compliance Order:	You are ordered to comply with the compliance order stated within the Notice of Violation dated September 3, 2025.		
The cited person is hereby ordered and is prohibited from the continuation or repeated occurrence of the code violations described in this administrative citation.			
Total Fine Amount	\$ 200.00	Payment or Appeal Due Date: March 22, 2026 4:30pm	
Please remit payment to:	City of Susanville, Attn: Finance Division 66 North Lassen Street Susanville, CA 96130 In Person: Monday – Friday 8:00am-4:30pm		
IMPORTANT:	Each day the violation of the municipal code continues shall constitute a separate and citable offense.		
Issuing Officer	Michael Prettyman – Code Enforcement Officer Date: March 2, 2026		

IMPORTANT – READ CAREFULLY

Payment of Fine 8.40.090: The fine shall be paid to the city within twenty-one (21) days from the date of the administrative citation. Any administrative citation fine paid pursuant to subsection shall be refunded in accordance with Section 8.40.100 if it is determined, after a hearing, that the person charged in the administrative citation was not responsible for the violation or that there was no violation as charged in the administrative citation. Payment of a fine under this chapter shall not excuse or discharge any continuation or repeated occurrence of the code violation that is the subject of the administrative citation. (Ord. 17-1011 § 4, 2017)

Right of Appeal / Hearing Request 8.40.100: Any recipient of an administrative citation may contest that there was a violation of the code or that he or she is the responsible party by completing a request for hearing form and returning it to the city within twenty-one (21) days from the date of the administrative citation, together with an advance deposit of the fine or notice that a request for an advance deposit hardship waiver has been filed pursuant to Section 8.40.110. A request for hearing form may be obtained from the city finance division. The person requesting the hearing shall be notified of the time and place set for the hearing at least ten (10) days prior to the date of the hearing. If the enforcement official submits an additional written report concerning the administrative citation to the hearing official for consideration at the hearing, then a copy of this report also shall be served on the person requesting the hearing at least five days prior to the date of the hearing. (Ord. 17-1011 § 4, 2017)

Hardship Waiver 8.40.110: Any person who intends to request a hearing to contest that there was a violation of the code or that he or she is the responsible party and who is financially unable to make the advance deposit of the fine as required in Section 8.40.060(A) may file a request for an advance deposit hardship waiver. The request shall be filed on an advance deposit hardship waiver application form, available from the Finance Department within twenty-one (21) days of the date of the administrative citation. The requirement of depositing the full amount of the fine as described in Section 8.40.060(A) shall be stayed unless or until the director of finance makes a determination not to issue the advance deposit hardship waiver. If the director of finance determines not to issue an advance deposit hardship waiver, the person shall remit to the deposit to the City within ten (10) days of the date that decision or thirty (30) days from the date of the administrative citation, whichever comes later. The director of finance shall issue a written determination listing the reasons for his or her determination, which shall be final.

Consequences of Failure to Pay: Any person who fails to pay any fine imposed pursuant to the provision of this chapter on or before the date the fine is due also shall be liable for the payment of any applicable late payment charges set forth in the schedule of fines.

The assessment of fines shall be as prescribed by § 1.12.010 of the Susanville Municipal Code:

- 1st Violation for General Violations and Building & Safety Violations \$100
- 2nd Violation for General Violations \$200 and for Building & Safety Violations \$500
- 3rd & Subsequent General Violations \$500 per citation and \$1,000 per citation for Building & Safety Violations
- Misdemeanor Violations will be cited at \$1,000 per citation.

Each day the violation of the municipal code continues shall constitute a separate and citable offense.

Further attempts to gain compliance of any violation may result in the escalation of enforcement options which may include, but not limited to, and in any combination of, the securing of an abatement order, issuance of administrative citations, cost recovery methods, civil litigation and up to criminal prosecution.

**If you need further clarification and/or about payment or appeal of this citation,
please call The City of Susanville at (530) 252-5100.**



March 12, 2026



March 12, 2026



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF PENDING ADMINISTRATIVE CITATION

March 12, 2026

Chaffer Susan Elayne Revocable Trust
474 Lexington Dr.
Folsom, CA. 95630

RE: 602 Main St.
Susanville, CA 96130
APN: 103-303-002-000
Code Enforcement Case #: CE2025-022

To Chaffer Susan Elayne Revocable Trust:

This letter is in regard to the above referenced property which was previously issued Citation #2026-001 and Citation #2026-002 for violations of the Susanville Municipal Code. Although the SMC allows for a citation to be issued each day a violation continues to exist, voluntary compliance is the goal, and standard practice is to provide property owners ten days before issuing the next citation. Code Enforcement staff conducted an inspection on March 12, 2026, and found the code violations at the above referenced property have not been corrected nor has a compliance inspection been requested. However, based on recent communication with you, the property owner of record, and the observable abatement effort noted in today's inspection, further administrative citations shall cease for another ten days from the mailing of this letter.

In the event a compliance inspection is not requested within ten days of mailing this letter, the violation will be deemed to continue to exist and the subsequent administrative citation will be issued. Thank you for your cooperation, open communication and actions taken thus far to remedy the violations.

Please call to schedule a compliance inspection at (530) 257-1055.

Respectfully,

Michael Prettyman
Code Enforcement Officer
City of Susanville

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish



March 12, 2026



March 12, 2026



March 12, 2026



March 24, 2026



March 24, 2026



March 24, 2026



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF ADMINISTRATIVE APPEAL HEARING

CERTIFIED MAIL/RETURN RECEIPT
9589 0710 5270 1809 6736 07

April 1, 2026

Chaffer Susan Elayne Revocable Trust
474 Lexington Dr.
Folsom, CA. 95630

CC: Chaffer Susan Elayne Revocable Trust
602 Main St.
Susanville, CA 96130

RE: Administrative Citations for 602 Main St., Susanville CA, 96130 (APN: 103-303-002-000)

Dear Chaffer Susan Elayne Revocable Trust:

The City of Susanville received a request for an administrative appeal hearing and request for a hardship waiver regarding the issuance of administrative citations alleging violations of the Susanville Municipal Code. These requests were received in compliance with the provisions outlined within Chapter 8.40 of the Susanville Municipal Code and therefore have been granted.

The Susanville City Council will hold an Administrative Appeal Hearing on **Wednesday April 15, 2026**, at or after 5:00 p.m. in the Susanville City Council Chambers at 66 North Lassen Street, Susanville, California to consider the Administrative Citations issued against the above referenced address.

If you have any questions, please contact the City of Susanville at (530) 252-5118.

Respectfully,

Michael Prettyman
Code Enforcement Officer
City Of Susanville

Enclosure(s): Staff Report

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

Case No.: CE#2025-022
APN: 103-303-002-000
Mail Cert No.: 9589 0710 5270 1809 6736 07

DECLARATION OF SERVICE BY CERTIFIED/RETURN RECEIPT and
FIRST CLASS MAIL

I, THE UNDERSIGNED, DECLARE THAT:

1. I am an employee of the City of Susanville, California, over the age of eighteen years and not a party to the within entitled cause or matter; and
2. My business address is 66 N. Lassen St, Susanville, California 96130; and
3. I served the foregoing **NOTICE OF ADMINISTRATIVE APPEAL HEARING** on the interested parties in said cause by depositing true copies thereof enclosed in sealed envelopes and personally depositing with the United States Postal Service with postage fully paid for both Certified/Return receipt and 1st Class, in Susanville, California, on the 1st Day of April 2026, addressed as follows:

Chaffer Susan Elayne Revocable Trust
474 Lexington Dr.
Folsom, CA. 95630

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 1st Day of April 2026, at Susanville, California 96130.

Michael Prettyman

9589 0710 5270 1809 6736 07

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com	
OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
☐ Return Receipt (hardcopy)	\$
☐ Return Receipt (electronic)	\$
☐ Certified Mail Restricted Delivery	\$
☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
Postage	\$
Total P	\$
Sent To	Chaffer Susan Elayne Revocable Trust
Street	474 Lexington Dr.
City, St.	Folsom, CA. 95630

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

Postmark Here
SUSANVILLE, CA 96130
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City Council Agenda Item

Submitted By: Mike Prettyman, Code Enforcement Officer

Action Date: April 15, 2026

Subject: Consider **Resolution No. 26-6527**, approving recordation of a lien for unpaid administrative penalties issued against 1101 Arnold Street (APN:103-232-007-000)

Presented By: Mike Prettyman, Code Enforcement Officer

Summary: On October 1, 2025, the Susanville Planning Commission declared nuisance conditions on the above referenced property and adopted Resolution No. 25-1196 approving the issuance of Nuisance Abatement Order NA2025-007. An administrative penalty in the amount of \$500 per day was also ordered to begin November 1, 2025, and continue to accumulate each day until the nuisance was abated or the maximum penalty of \$10,000, exclusive of administrative costs and interest, was reached. On December 2, 2025, the nuisance conditions continued to exist, and a Notice of Administrative Penalties was issued stating the maximum allowable penalty of \$10,000 had been reached. Payment was due on or before December 23, 2025. To date, no payments have been received by the City of Susanville.

Fiscal Impact: If the total amount of administrative penalties is collected, then the general fund would see revenue in the amount of \$10,000 plus interest accrued at a rate of 10% per annum, pro rata, beginning 12/24/25 until date of payment.

Action Requested: Motion to approve Resolution No. 26-6527, approving recordation of a lien for unpaid administrative civil penalties issued against 1101 Arnold Street (APN:103-232-007-000)

Attachments:

1. 26-6527
2. 26-4-15 Lien Hearing Staff Report
3. 25-10-1 Reso. 25-1196 & NA2025-007
4. 25-10-3 Notice of Abatement Order
5. 25-10-3 Decl. of Mail
6. 25-11-6 Photo
7. 25-11-6 Photo
8. 25-11-6 Notice of Abatement Order Noncompliance
9. 25-11-6 Decl. of Mail
10. 25-12-2 Photo

11. 25-12-2 Notice of Administrative Penalty
12. 25-12-2 Decl. of Mail
13. 26-4-1 Notice of Lien Hearing
14. 26-4-1 Decl of Mail
15. 26-4-1 Photo

RESOLUTION NO. 26-6527
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
APPROVING A LIEN TO BE RECORDED WITH THE LASSEN COUNTY RECORDER FOR
UNPAID ADMINISTRATIVE CIVIL PENALTIES ISSUED AGAINST 1101 ARNOLD STREET
(APN 103-232-007-000)

WHEREAS, California Government Code Sections 36901, 38771, and 38773.5(a) authorizes the City of Susanville to enact ordinances declaring what constitutes a nuisance, the procedures for abating nuisance conditions, providing for the recovery of costs and attorney fees to abate the nuisance, and providing for the collection of civil penalties; and

WHEREAS, the Susanville City Council adopted Ordinance 17-1011, that declares what constitutes a nuisance, and adopted Chapter 8.32 of the Susanville Municipal Code to outline the procedures for the abatement of nuisance conditions and for the collection of fines and penalties associated with the issuance of administrative civil penalties; and

WHEREAS, October 1, 2025, the Susanville Planning Commission adopted Resolution No. 25-1196 imposing an administrative penalty in the amount of \$500 per day beginning November 1, 2025 and continuing to accumulate each day until the nuisance was abated or the maximum penalty of \$10,000, exclusive of administrative costs and interest, was reached; and

WHEREAS, on December 2, 2025, nuisance conditions continued to exist, and a Notice of Penalty was sent to the property owner stating full payment was due on or before December 23, 2025; and

WHEREAS, the amount of unpaid administrative penalties as of April 1, 2026, is in the amount of \$10,000.00; and

WHEREAS, the city clerk shall record the lien with the Lassen County Recorders Office no sooner than 30 days from the date of this decision; and

NOW, THEREFORE, BE IT RESOLVED, City Council of the City of Susanville orders the amount of \$10,000.00 be paid within 30 days of this decision, and interest shall continue to accrue at the rate of ten percent per annum, pro-rata, until the date full payment is received by the city; and

BE IT FURTHER RESOLVED, in the event of non-payment, the City Council of the City of Susanville orders the recordation of this resolution with the Office of the Clerk-Recorder for the County of Lassen and that such recordation shall constitute a lien with the same force, effect and priority of a judgment lien against the real property located at 1101 Arnold Street, APN: 103-232-007-000, and owned by Morales Ronnie Revocable Living Trust.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

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The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



CITY OF SUSANVILLE CODE ENFORCEMENT
Administrative Penalty
Lien Hearing
Staff Report



Property Details

Address:	1101 Arnold Street, Susanville, California 96130
APN:	103-232-007-000
Property Owner:	Morales Ronnie Revocable Living Trust

Background

The enforcement of the Susanville Municipal Code, other ordinances adopted by the city, conditions of approval of entitlements, permits, and CEQA reviews, and terms and conditions of city agreement made pursuant to the police power is a matter of public health, safety, and welfare and serves important public purposes.

As authorized by Susanville Municipal Code § 8.32.290, on October 1, 2025, the Susanville Planning Commission declared nuisance conditions on the above referenced property and adopted Resolution No. 25-1196 approving the issuance of Nuisance Abatement Order NA2025-007. An administrative penalty in the amount of \$500 per day was also ordered to begin November 1, 2025, and continue to accumulate each day until the nuisance was abated or the maximum penalty of \$10,000, exclusive of administrative costs and interest, was reached.

On December 2, 2025, the nuisance conditions continued to exist, and a Notice of Administrative Penalties was issued stating the maximum allowable penalty of \$10,000 had been reached. Payment was due on or before December 23, 2025.

To date, no payments have been received by the City of Susanville.

Recovery of Administrative Penalties

§ 8.32.290 (B) states: *“Penalties assessed by the board are a debt owed to the City and, in addition to all other means of enforcement, where the person against whom the penalties are assessed is an owner of the subject real property, may be enforced and collected through the placement of a lien against the subject real property.”*

§ 8.36.160 states in pertinent part: *“Whenever the amount of any administrative penalty...has not been satisfied in full within 90 days and/or has not been successfully challenged by a timely writ of mandate, this obligation may constitute a lien against the real property on which the violation occurred.”*

Interest

§ 8.32.310 of the SMC states: *“Any person who fails to remit payment to the city of any penalty, cost or any other charge required to be paid to the city pursuant to a nuisance abatement order under this chapter on or before the date the penalty, cost or other charge is due shall, in addition to the amount of the penalty, cost, and charge, pay interest on the amounts due at the rate of ten percent per annum, pro-rata, from the date on which the amount due first became delinquent until the date that payment is received by the city.”*



CITY OF SUSANVILLE CODE ENFORCEMENT
Administrative Penalty
Lien Hearing
Staff Report



On April 1, 2026, a Notice of Public Hearing was sent to the owner of record via certified mail and posted in a conspicuous place on the premises in accordance with the provisions of § 8.32.110.

As the fines, penalties, and/or interest have not been collected Staff is asking the council to consider Resolution No. 26-6527 to:

- A. Order payment of the administrative penalty in the amount of \$10,000.00 plus any accrued interest within 30 days of the decision; and
- B. If unpaid within 30 days of the decision, orders the recordation of the resolution with the Office of the Clerk-Recorder for the County of Lassen and that such recordation shall constitute a lien with the same force, effect and priority of a judgment lien against the real property located at 1101 Arnold Street, APN 103-232-007-000, and owned by Ronnie Morales Revocable Living Trust.

1 Margret E. Long SBN: 227176
2 City Attorney for City of Susanville
3 66 North Lassen Street
4 Susanville, CA 96130
5 Phone: 530-252-5100
6 attorney@cityofsusanville.org

7 Attorney for: Petitioner/City of Susanville

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PLANNING COMMISSION
CITY OF SUSANVILLE

City of Susanville,
Petitioner

v

Morales Ronnie Revocable Living
Trust,
Respondent

Nuisance Abatement Order
NA2025-007

Hearing: October 1, 2025, at 5:30 p.m. in
Council Chambers
66 North Lassen Street
Susanville, CA 96130

1. This proceeding was heard:
 - a. On October 1, 2025, at 5:30 pm in the Council Chambers at 66 North Lassen Street, Susanville, CA 96130.
 - b. By the Planning Commission of the City of Susanville (also referred to as the Hearing Board or the Board) with the following commissioners of the Planning Commission present: Mendy Schuster, Partick Parrish, Curtis Bortle, Dawn Miller and Russ Brown.
 - c. Mendy Schuster presided over the procedure as Chairperson.
 - d. This matter was set on a "Notice of Intention to Abate Public Nuisance & Notice of Public Hearing" dated August 29, 2025, and served on Respondent, MORALES RONNIE REVOCABLE LIVING TRUST, by Certified Mail on August 29, 2025, by posting on the structure at 1101 Arnold St. on August 29, 2025, and publication in local newspaper on September 17, 2025.

1 e. Present at the hearing were:

- 2 i. Michael Prettyman, Code Enforcement Officer, and Erik Edholm, Assistant
3 Director of Public Works, representing the City of Susanville and
4 ii. The Respondent, MORALES RONNIE REVOCABLE LIVING TRUST, did
5 not appear at this hearing.

6 FINDINGS

7 The Hearing Board makes the following findings.

- 8 1. Pursuant to City of Susanville Municipal Code chapter 8.32.040, "No person may maintain
9 or use property or allow their property to be maintained or used in a manner that creates
10 or fosters the creation of a public nuisance."
11 2. MORALES RONNIE REVOCABLE LIVING TRUST owns the property and is the
12 responsible party for the property located at 1101 Arnold St., Susanville, CA. 96130 (APN:
13 103-232-007-000).
14 3. MORALES RONNIE REVOCABLE LIVING TRUST was properly served with a
15 Notification of Nuisance on August 29, 2025, with service pursuant to City of Susanville
16 Municipal Code section 8.32.060.
17 4. MORALES RONNIE REVOCABLE LIVING TRUST was properly served by Certified
18 Mail with a Notice of Intention to Abate Public Nuisance and Notice of Public Hearing on
19 August 29, 2025, and notice was properly posted in a conspicuous place on the building at
20 1101 Arnold St., pursuant to City of Susanville Municipal Code section 8.32.090.
21 5. The violations alleged in the Notice of Intention to Abate are factually true and constitute
22 a public nuisance under Susanville Municipal Code 8.32 as set forth in the notice.

23 Orders

24 The Hearing Board orders the following.

- 25 1. MORALES RONNIE REVOCABLE LIVING TRUST must abate the public nuisance at
26 1101 Arnold Street by doing the following at 1101 Arnold Street:
27
28

- a. All buildings including all adjoining yard areas shall be maintained in accordance with the property maintenance standards set forth in Chapter 8.52 of the SMC, including, but not limited to;
 - i. Removing all junk, debris, piled and discarded scrap, discarded personal effects, litter, trash, lumber, tires, and inoperable vehicles and parts thereof from public view.
 - b. The exterior of the building property, including all landscaping, shall be kept in such condition as not to create the appearance of an unsecured, unoccupied structure or other hazard to public safety. Grasses and weeds shall be cut to a height not to exceed four inches and dead shrubs and trees removed.
 - c. All vehicles on the premises must be stored/parked in accordance with § 10.22 and § 17.100 of the SMC.
2. After MORALES RONNIE REVOCABLE LIVING TRUST abates the nuisance at 1101 Arnold Street, MORALES RONNIE REVOCABLE LIVING TRUST must contact the Building and Planning Department at the City of Susanville and request that an official at the City of Susanville inspect the condition of the property and buildings at 1101 Arnold Street to determine if the public nuisance has been abated in accordance with this abatement order.
3. If MORALES RONNIE REVOCABLE LIVING TRUST does not abate the public nuisance at 1101 Arnold Street by 4:00 p.m. on November 1, 2025, the City of Susanville shall abate, or cause to be abated, said nuisances on the property at 1101 Arnold Street.
4. The Susanville Planning Commission orders an administrative penalty pursuant to section 8.32.290 of the City of Susanville Municipal Code be assessed in the amount \$500.00 per day beginning on November 2, 2025, and accumulate each day until the nuisance is abated. The maximum administrative penalty shall be \$10,000, exclusive of administrative costs and interest.
5. All costs of the City's abatement efforts, including the abatement work and administrative time to investigate and to hear and effect the abatement shall be charged against

1 MORALES RONNIE REVOCABLE LIVING TRUST as a personal debt or may be assessed
2 upon 1101 Arnold Street and will constitute a lien or special assessment upon the property
3 until paid.

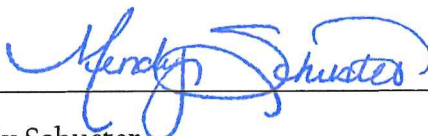
- 4 6. This Order shall be effective for one year after issuance. During such period, the hearing
5 board shall retain jurisdiction over the conditions of the building, structure or property
6 which constituted the nuisance established by this Order, as well as the abatement
7 thereof, to ensure that the nuisance does not reoccur and that the building, structure, or
8 property is maintained in such a manner so as not to create a nuisance. If, during this one-
9 year period, any enforcement official determines that the same or another nuisance, as
10 defined by this chapter exists with respect to the building, structure or property, he or she
11 may give notice to abate the nuisance as provided for in section 8.32.060 of the City of
12 Susanville Municipal Code. If MORALES RONNIE REVOCABLE LIVING TRUST does
13 not abate the nuisance at any time within the abatement period, the City may proceed
14 with the abatement itself under the provisions of section 8.32.190 of the City of Susanville
15 Municipal Code without further action of the hearing board. The City of Susanville may
16 also recover all of its abatement effort costs as provided for in the City of Susanville
17 Municipal Code.

18 Appeal

19 Any person aggrieved by a nuisance abatement order affirmed by the Planning Commission may
20 obtain a review of the nuisance abatement order in the Superior Court of the county of Lassen by
21 filing with the court a petition for writ of mandate.

22
23 The foregoing order was adopted at a regular meeting of the Planning Commission of the city of
24 Susanville, held on the 1st day of October 2025.

25
26 Dated: 10/2/2025

27 
Mendy Schuster

28 Susanville Planning Commission

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NOES: None
ABSENT: None
ABSTAIN: None


Heidi Whitlock, City Clerk



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF ABATEMENT ORDER AND ADMINISTRATIVE PENALTIES

CERTIFIED MAIL/RETURN RECEIPT
9589 0710 5270 1486 4701 55

October 3, 2025

Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130

RE: 1101 Arnold St.
Susanville, CA 96130
APN: 103-232-007-000
Code Enforcement Case # CE2025-013

To Morales Ronnie Revocable Living Trust:

This letter is to inform you of the Susanville Planning Commission's October 1, 2025, decision to adopt Resolution No. 25-1196 declaring public nuisance conditions on your property and issuance of Nuisance Abatement Order NA2025-007. An administrative penalty in the amount of \$500 per day has been imposed beginning November 2, 2025, and will continue to accumulate each day until the nuisance is abated or maximum allowable penalty of \$10,000.00 is reached.

Any person aggrieved by a nuisance abatement order approved by the Planning Commission may obtain review of the nuisance abatement order in the Superior Court of the county of Lassen by filing with the court a petition for writ of mandate.

Please see the enclosed Resolution and Abatement Order and do not hesitate to call me directly with any questions at (530) 257-1055.

Respectfully,

Michael Prettyman
City of Susanville
Code Enforcement

Enclosures: Resolution No. 25-1196; Abatement Order No. NA2025-007

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

Case No.: CE#2025-013
APN: 103-232-007-000
Mail Cert No.: 9589 0710 5270 1

DECLARATION OF

I, THE UNDERSIGNED, DO

1. I am an employee and not a party to
2. My business address is 66 N. Lassen St, Susanville, California 96130; and
3. I served the foregoing **NOTICE OF ABATEMENT ORDER** on the interested parties in said cause by depositing true copies thereof enclosed in sealed envelopes and placing the envelopes for collection and mailing on the date and at the place shown below following our ordinary business practices. I am readily familiar with this business' practice for collecting and processing correspondence for mailing. On the following day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in sealed envelopes with postage fully paid for both Certified/Return receipt and 1st Class, in Susanville, California, on the 3rd Day of October 2025, addressed as follows:

Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 3rd Day of October 2025, at Susanville, California 96130.

9589 0710 5270 1486 4701 55

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Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$
Postage \$
Total Postage \$
Sent To Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130
Street and
City, State, ZIP+4®
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130



9590 9402 8527 3186 2763 19

2. Article Number (Transfer from service label)

9589 0710 5270 1486 4701 55

PS Form 3811, July 2020 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X Kevin M

☐ Agent

☒ Address

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☒ No

3. Service Type

☐ Adult Signature

☐ Adult Signature Restricted Delivery

☐ Certified Mail®

☐ Certified Mail Restricted Delivery

☐ Collect on Delivery

☐ Collect on Delivery Restricted Delivery

☐ Registered Mail™

☐ Registered Mail Restricted Delivery

☐ Signature Confirmation

☐ Signature Confirmation Restricted Delivery

☐ Priority Mail Express®

☐ Registered Mail™

☐ Registered Mail Restricted Delivery

☐ Signature Confirmation

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Michael Prettyman



November 06, 2025 8:05 AM



November 06, 2025 8:07 AM



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF NONCOMPLIANCE AND IMPOSITION OF ADMINISTRATIVE PENALTIES

CERTIFIED MAIL/RETURN RECEIPT
9589 0710 5270 1486 4701 62

November 6, 2025

Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130

RE: 1101 Arnold St.
Susanville, CA 96130
APN: 103-232-007-000
Code Enforcement Case # CE2025-013

To Morales Ronnie Revocable Living Trust:

The City of Susanville has not received a request for a compliance inspection and a site visit on November 6, 2025, confirmed nuisance conditions continue to exist on the above referenced property. In accordance with the Susanville Planning Commission's October 1, 2025, decision to adopt Resolution No. 25-1196 and issuance of Nuisance Abatement Order NA2025-007, an administrative penalty in the amount of \$500 per day has been imposed beginning November 2, 2025, and will continue to accumulate each day until the nuisance is abated or the maximum allowable penalty of \$10,000.00 is reached.

Additionally, City led abatement actions may be taken at any time from now until the expiration of the jurisdictional period as ordered. All costs of the City's abatement efforts, including the abatement work and administrative time to investigate and hear and effect the abatement will be charged against you, the responsible party, as a personal debt or may be assessed upon the property and will constitute a lien or special assessment upon the property until paid.

Please do not hesitate to call me directly with any questions at (530) 260-6099.

Respectfully,

Michael Prettyman
City of Susanville
Code Enforcement

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

Case No.: CE#2025-013
APN: 103-232-007-000
Mail Cert No.: 9589 0710 5270

SEN: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Kevin M*

☐ Agent

☒ Addressee

B. Received by (Printed Name)

Morales

C. Date of Delivery

11-8-25

D. Is delivery address different from item 1? ☐ Yes
If yes, delivery address below: ☒ No

DECLARATION

Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130

I, THE UNDERSIGNED,

1. I am an employee and not a party to the *9 0710 5270 1486 4701 62*
2. My business address is 66 N. Lassen St, Susanville, California 96130; and
3. I served the foregoing **NOTICE OF NONCOMPLIANCE AND IMPOSITION OF ADMINISTRATIVE PENALTIES** on the interested parties in said cause by depositing true copies thereof enclosed in sealed envelopes and placing the envelopes for collection and mailing on the date and at the place shown below following our ordinary business practices. I am readily familiar with this business' practice for collecting and processing correspondence for mailing. On the following day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in sealed envelopes with postage fully paid for both Certified/Return receipt and 1st Class, in Susanville, California, on the 6th Day of November 2025, addressed as follows:

Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 6th Day of November 2025, at Susanville, California 96130.

0 5270 1486 4701 62

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For delivery information, visit our website at www.usps.com®.

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☐ Return Receipt (electronic)	\$
☐ Certified Mail Restricted Delivery	\$
☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
Postage	\$

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Michael Prettyman
Michael Prettyman

Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130



December 02, 2025 9:05 AM



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF ADMINISTRATIVE PENALTIES

December 2, 2025

Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130

RE: 1101 Arnold St.
Susanville, CA 96130
APN: 103-232-007-000
Code Enforcement Case # CE2025-013

To Morales Ronnie Revocable Living Trust:

This letter is to re-inform you of the Susanville Planning Commission's October 1, 2025, decision to adopt Resolution No. 25-1196 declaring public nuisance conditions on your property and issuance of Nuisance Abatement Order NA2025-007. An administrative penalty in the amount of \$500 per day was imposed beginning November 2, 2025. The nuisance conditions continue to exist, and administrative penalties have accrued to the maximum allowable penalty of \$10,000.00.

Payment of the \$10,000.00 penalty is due on or before Tuesday, December 23, 2025.

Interest on the amount due at a rate of ten percent per annum, pro-rata, from the date on which the amount due becomes delinquent (12-24-25) shall continue to accrue until paid in full.

This penalty, as well as any and all costs of the city's continued abatement efforts, including the abatement work and administrative time to investigate and hear and effect the abatement shall be charged against you, the responsible party, as a personal debt or may be assessed upon the property and will constitute a lien or special assessment upon the property until paid.

Please do not hesitate to call me directly with any questions at (530) 257-1055.

Respectfully,

Michael Prettyman
City of Susanville
Code Enforcement

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

DECLARATION OF SERVICE BY FIRST CLASS MAIL

I, THE UNDERSIGNED, DECLARE THAT:

1. I am an employee of the City of Susanville, California, over the age of eighteen years and not a party to the within entitled cause or matter; and
2. My business address is 66 N. Lassen St, Susanville, California 96130; and
3. I served the foregoing **NOTICE OF ADMINISTRATIVE PENALTIES** on the interested parties in said cause by personally depositing true copies thereof enclosed in sealed envelopes with the United States Postal Service with postage fully paid 1st Class, in Susanville, California, on the 2nd Day of December 2025, addressed as follows:

**Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130**

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 2nd Day of December 2025, at Susanville, California 96130.



Michael Prettyman



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF PUBLIC HEARING

CERTIFIED MAIL/RETURN RECEIPT
9589 0710 5270 1809 6736 14

April 1, 2026

Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130

RE: 1101 Arnold St., Susanville, CA 96130
APN: 103-232-007-000
Code Enforcement Case # CE2025-013

To Morales Ronnie Revocable Living Trust:

NOTICE IS HEREBY GIVEN that the City of Susanville City Council will conduct a Public Hearing pursuant to Susanville Municipal Code Chapter 8.32 to receive, hear, and consider all relevant evidence, objections, protests and testimony of the responsible party, as well as that of other witnesses, and interested persons relative to the proposed cost report for unpaid administrative civil penalties in the amount of \$10,000.00 and proposed recordation of a lien against real property located at 1101 Arnold Street, Susanville, CA 96130 (APN: 103-232-007-000)

The Public Hearing will be held on Wednesday, April 15, 2026, at 5:00 P.M. (or as soon thereafter as the agenda permits) in the Susanville City Council Chambers located at 66 North Lassen Street, Susanville, California 96130. The public is invited to attend and provide oral and/or written comments. Written comments must be received prior to 4:00 P.M. on Friday, April 10, 2026, for City Council review and consideration.

If you have any questions or concerns regarding this notice, you may contact the Building and Planning Division at (530) 252-5118.

Respectfully,

Michael Prettyman
Code Enforcement Officer

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

Case No.: CE#2025-013
APN: 103-232-007-000
Mail Cert No.: 9589 0710 5270 1486 4701 62

DECLARATION OF SERVICE BY CERTIFIED/RETURN RECIEPT and
FIRST CLASS MAIL

I, THE UNDERSIGNED, DECLARE THAT:

1. I am an employee of the City of Susanville, California, over the age of eighteen years and not a party to the within entitled cause or matter; and
2. My business address is 66 N. Lassen St, Susanville, California 96130; and
3. I served the foregoing **NOTICE OF PUBLIC HEARING** on the interested parties in said cause by depositing true copies thereof enclosed in sealed envelopes and personally depositing with the United States Postal Service with postage fully paid for both Certified/Return receipt and 1st Class, in Susanville, California, on the 1st Day of April 2026, addressed as follows:

**Morales Ronnie Revocable Living Trust
1101 Arnold St.
Susanville, Ca. 96130**

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 1st Day of April 2026, at Susanville, California 96130.

Michael Prettyman

9589 0710 5270 1486 4701 62 34

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☐ Return Receipt (electronic)	\$
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☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
Postage	\$
Tot	\$
Ser	Morales Ronnie Revocable Living Trust
Str	1101 Arnold St.
City	Susanville, Ca. 96130
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions	

2026
SUSANVILLE MAIN
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April 01, 2026

City Council Agenda Item

Submitted By: Mike Prettyman, Code Enforcement Officer

Action Date: April 15, 2026

Subject: Consider **Resolution No. 26-6528**, confirming a cost report of abatement and incidental expenses incurred by the City of Susanville for the execution of Nuisance Abatement Order NA-2025-001 at 17 Orange Street (APN: 107-152-011-000)

Presented By: Mike Prettyman, Code Enforcement Officer

Summary: On February 11, 2025, the Susanville Planning Commission adopted Resolution No. 25-1190 declaring nuisance conditions at 17 Orange Street and issued Nuisance Abatement Order NA2025-001 authorizing the City of Susanville to perform the necessary abatement work. On May 14, 2025, Code Enforcement obtained Warrant #25-08 from the Superior Court of California County of Lassen to inspect and abate the nuisance conditions. Abatement actions to secure the structure against unauthorized entry were executed May 21st through May 22nd, 2025. On or around June 27, 2025, as authorized by § 8.28.040, the Susanville Fire Department concluded the removal of overgrown weeds and hazardous vegetation. The nuisance abatement order expired in February 2026 and no further physical abatement actions have occurred. The total cost of abatement and incidental expenses is in the amount of \$3,965.37, as itemized in the attached cost report, and recoverable as provided by § 8.32.200.

Fiscal Impact: If the total amount of costs is collected, then the general fund would see revenue in the amount of \$3,965.37 plus any interest that may accrue in accordance with the provisions of SMC § 8.32.310.

Action Requested: Motion to approve **Resolution No. 26-6528**, confirming a cost report of abatement and incidental expenses incurred by the City of Susanville for the execution of Nuisance Abatement Order NA-2025-001 at 17 Orange Street (APN: 107-152-011-000)

Attachments:

1. 26-6528
2. 26-4-15 Staff Report
3. 26-4-15 Cost Report
4. 25-2-12 PC Reso & Order
5. Warrant #25-08
6. 25-5-21 Abatement Supply Reciepts

7. 25-5-22 Abatement Supply Reciepts
8. 25-6-27 INV 1005883- 17 ORANGE
9. 26-4-1 Notice of Cost Hearing
10. 26-4-1 Decl. of Mail
11. 20250429_135059
12. 20250429_135143
13. 20250429_135207
14. 20250429_135228
15. 20250429_135336
16. 20250521_133245
17. 20250521_133304
18. 20250701_105215
19. 20250701_105249
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The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



CITY OF SUSANVILLE CODE ENFORCEMENT
Staff Report



Property Details

Address:	17 Orange Street, Susanville, California 96130
APN:	107-152-011-000
Property Owner:	Debbie Routhier

Background

As authorized by Susanville Municipal Code § 8.32.130, on February 11, 2025, the Susanville Planning Commission adopted Resolution No. 25-1190 declaring nuisance conditions at 17 Orange Street (APN: 107-152-011-000) and issued Nuisance Abatement Order NA2025-001 authorizing the City of Susanville to perform the necessary abatement work.

On May 14, 2025, Code Enforcement obtained Warrant #25-08 from the Superior Court of California County of Lassen to inspect and abate the nuisance conditions. Abatement actions to secure the structure against unauthorized entry were executed May 21st through May 22nd, 2025.

On or around June 27, 2025, as authorized by § 8.28.040, the Susanville Fire Department concluded the removal of overgrown weeds and hazardous vegetation.

The nuisance abatement order expired in February 2026 and no further physical abatement actions have occurred.

Notice of this hearing was sent to the owner of record on April 1, 2026 via 1st Class and Certified Mail and physically posted in a conspicuous place on the premises as required by § 8.32.110.

Abatement Authorization and Cost Report Requirements

§ 8.32.190 of the SMC states: *"Where a responsible party has failed to abate a nuisance within the time prescribed by a nuisance abatement order approved by the hearing board and served on such responsible party in the manner provided for by this chapter, the enforcement official, with approval of the city manager, shall cause the nuisance to be abated either by the use of city forces or by employing a private contractor to perform such work."*

§ 8.32.200 of the SMC states in pertinent part: *"The enforcement official or such other city official as may be designated shall keep an account of all costs incurred by the city in abating nuisances on each separate lot or parcel of land where the work is done and shall render a written itemized report to the city council. Costs shall include the expense of abating such nuisance and shall be itemized showing the cost of abatement and the rehabilitation, repair, improvement, relocation, vacation, demolition or removal of said premises, building or structures, including any salvage value relating thereto and any incidental expenses; . . .*

The term "incidental expenses" shall include, but not be limited to, the actual expenses and costs of the city in obtaining title reports, in the preparation and service of notices, preparation of specifications the preparation and award of contracts, all costs of inspecting any work done pursuant to this chapter, the costs of printing and mailing required hereunder, the costs of preparing materials for any hearing held pursuant to this chapter, penalties, permit fees, late



CITY OF SUSANVILLE CODE ENFORCEMENT
Staff Report



charges, interest, conducting hearings, attorneys' fees, and a reasonable additional sum to cover the cost of administrative overhead."

Hearing Procedure and Resolution Requirements

§ 8.32.210 of the SMC states: "At the time and place fixed for receiving and considering the cost report, the city council shall receive, hear and consider the report, together with any other relevant evidence, objections, protests or testimony. Thereupon, the council may make such revision, correction or modification to the report as it may deem just after which, by resolution, the details of the report, as submitted or as revised, corrected or modified, shall be confirmed. Protests and objections shall relate to expenses for abatement and related administrative costs and not to the merits of underlying violations. The council resolution shall set forth the cost of the abatement, date of the order, a brief description of the abatement work performed by or on behalf of the city, describe the property upon which such work was performed by legal description, assessor's parcel number, and where possible by a street address, contain the name and current address of the owner of such property and shall include a date set by which time the cost of abatement shall be due. In addition, the resolution shall provide for collection of the assessment in the event of nonpayment either by recordation of the council resolution in the manner provided for by Section 38773.1 of the California Government Code as a lien on the property, by including the assessment on the county tax rolls in the manner provided for by Section 38773.5 of the Government Code or as a personal debt against the responsible party."

Interest

§ 8.32.310 of the SMC states: "Any person who fails to remit payment to the city of any penalty, cost or any other charge required to be paid to the city pursuant to a nuisance abatement order under this chapter on or before the date the penalty, cost or other charge is due shall, in addition to the amount of the penalty, cost, and charge, pay interest on the amounts due at the rate of ten percent per annum, pro-rata, from the date on which the amount due first became delinquent until the date that payment is received by the city."

Summary and Requested Action

The total cost of abatement and incidental expenses is in the amount of \$3,965.37, as itemized in the attached cost report, and recoverable as provided by § 8.32.200.

Said costs have not been collected and Staff is asking the council to consider Resolution No. 26-6528 to:

- A. Confirm amounts submitted in the cost report totaling \$3,965.37 and order full payment be made to the City of Susanville within 30 days of the decision; and
- B. If unpaid within 30 days of the decision, order the recordation of the resolution with the Office of the Clerk-Recorder for the County of Lassen and that such recordation shall constitute special assessment lien on the county tax rolls in the manner provided in Section 38773.5 of the Government Code. Thereafter, all laws applicable to the levy collection and enforcement of property taxes shall be applicable to such special assessment against the real property located at 17 Orange St., APN: 107-152-011-000, and owned by Debbie Routhier.

ITEMIZED COST REPORT

17 Orange St., Susanville CA. 96130

APN: 107-152-011-000

Employee	Date	Hrs.	Rate	Total	Description
Code Enforcement	11/20/2024	1	\$ 51.90	\$ 51.90	Draft & Mail NON - Build Case File
	12/26/2024	0.5	\$ 51.90	\$ 25.95	Inspection
	12/26/2024	1	\$ 51.90	\$ 51.90	Draft / Mail & Post NTA
	2/11/2025	2	\$ 51.90	\$ 103.80	Resolutions - Abatement Order - Hearing
	2/13/2025	2	\$ 51.90	\$ 103.80	Draft / Mail / and Post Notice of PC Decision
	3/6/2025	0.5	\$ 51.90	\$ 25.95	Draft / Mail Notice of Penalty
	5/14/2025	2	\$ 51.90	\$ 103.80	Warrant
	5/21/2025	3	\$ 51.90	\$ 155.70	Abatement - Boards
	5/22/2025	2	\$ 51.90	\$ 103.80	Abatement - Paint
	2/23/2026	1	\$ 51.90	\$ 51.90	Draft / Mail / Post Notice of Lien Hearing
	3/18/2026	2	\$ 51.90	\$ 103.80	Draft Resolution - Staff Report - Lien Hearing
	3/20/2026	1	\$ 51.90	\$ 51.90	Draft / Mail / Post Notice of CC Decision
	4/1/2026	2	\$ 51.90	\$ 103.80	Draft / Mail / Post Cost Report and Notice
	4/15/2026	2	\$ 51.90	\$ 103.80	Draft Resolution - Cost Hearing
Acting P.W. Director	11/20/2024	0.25	\$ 98.17	\$ 24.54	Review & Approve NON Draft
	12/26/2024	0.25	\$ 98.17	\$ 24.54	Review & Approve NTA Draft
	2/11/2025	1	\$ 98.17	\$ 98.17	Review & Approve Agenda Item - Hearing
	2/13/2025	1	\$ 98.17	\$ 98.17	Review & Approve NOD Draft - Discuss
	3/6/2025	1	\$ 98.17	\$ 98.17	Review & Approve Draft - Notice of Penalty
	2/23/2026	0.25	\$ 98.17	\$ 24.54	Review & Approve Draft - Notice of Lien Hearing
	3/18/2026	1	\$ 98.17	\$ 98.17	Review & Approve Agenda Item - Lien Hearing
	3/20/2026	0.5	\$ 98.17	\$ 49.09	Review & Approve Draft - Notice of Decision
	4/1/2026	0.5	\$ 51.90	\$ 25.95	Review & Approve Draft - Report and Notice
	4/15/2026	1	\$ 51.90	\$ 51.90	Review & Approve Agenda item - Cost Hearing
Material Costs	5/21/2025	5	\$ 23.99	\$ 119.95	Plywood
	5/21/2025	0.5	\$ 47.99	\$ 24.00	Screws
	5/23/2025	0.25	\$ 8.99	\$ 2.25	Paint Roller
	5/23/2025	1	\$ 2.59	\$ 2.59	Paint Tray Liner
Susanville Fire Dept.	6/27/2025	1	\$ 2,081.54	\$ 2,081.54	Weed Abatement
Total				\$ 3,965.37	

RESOLUTION NO. 25-1190
A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SUSANVILLE
APPROVING THE ISSUANCE OF NUISANCE ABATEMENT ORDER NA2025-001 AND
ORDERING THE PROPERTY OWNER OF 17 ORANGE STREET (APN: 107-152-011-000)
TO ABATE NUISANCE CONDITIONS

WHEREAS, California Government Code Sections 36901, 38771, and 38773.5(a) authorizes the City of Susanville to enact ordinances declaring what constitutes a nuisance, the procedures for abating nuisance conditions, providing for the recovery of costs and attorney fees to abate the nuisance, and providing for the collection of civil penalties; and

WHEREAS, the Susanville City Council adopted Ordinance 17-1011 that declares conditions of real property that constitute a public nuisance and provides for the abatement of said nuisance conditions; and

WHEREAS, a public nuisance has been declared upon the property of 17 Orange Street (APN: 107-152-011-000) and attempts to bring the property into voluntary compliance have been futile; and

WHEREAS, the City of Susanville intends to have the property abated to remove the nuisance conditions and therefore invoke Chapter 8.32 of the Susanville Municipal Code and request the Susanville Planning Commission issue a nuisance abatement order to compel the property owners to abate and remove nuisance conditions or the city of Susanville shall be authorized to perform the necessary abatement work.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Susanville hereby finds that the violations alleged in the Notice of Intention to Abate are factually true and constitute a public nuisance under Susanville Municipal Code 8.32; and

BE IT FURTHER RESOLVED that the Planning Commission of the City of Susanville hereby approves the issuance of a Nuisance Abatement Order NA2025-001 and orders Debbie Routhier, owner of record at 17 Orange Street, (APN: 107-152-011-000) to abate the nuisance conditions.

BE IT FURTHER RESOLVED that the Planning Commission of the City of Susanville hereby orders an administrative penalty pursuant to section 8.32.290 of the City of Susanville Municipal Code be assessed in the amount of \$500 per day beginning on February 12, 2025, and accumulate each day until the nuisance is abated. The maximum administrative penalty shall be \$10,000 exclusive of administrative costs and interest.

APPROVED: Wayne Jambois
Wayne Jambois, Vice Chair

ATTEST: Heidi Whitlock For.
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the Planning Commission of the City of Susanville, held on the 11th day of February 2025, by the following vote:

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AYES: Eltzroth, Fregulia, Ardito and Jambois
NOES: None
ABSENT: Merchant
ABSTAIN: None

Ruth McElrath For:
Heidi Whitlock, City Clerk

1 Margret E. Long SBN: 227176
2 City Attorney for City of Susanville
3 66 North Lassen Street
4 Susanville, CA 96130
5 Phone: 530-252-5100
6 attorney@cityofsusanville.org

7 Attorney for: Petitioner/City of Susanville

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PLANNING COMMISSION
CITY OF SUSANVILLE

City of Susanville,

Petitioner

v

DEBBIE ROUTHIER

Respondent

Nuisance Abatement Order
NA2025-001

Hearing: February 11, 2025, at 5:30 p.m. in
Council Chambers
66 North Lassen Street
Susanville, CA 96130

1. This proceeding was heard:

- a. On February 11, 2025, at 5:30 pm in the Council Chambers at 66 North Lassen Street, Susanville, CA 96130.
- b. By the Planning Commission of the City of Susanville (also referred to as the Hearing Board or the Board) with the following commissioners of the Planning Commission present: Maria Fregulia, Matthew Eltzroth, Wayne Jambois and Tony Ardito
- c. Wayne Jambois presided over the procedure as Chairperson.
- d. This matter was set on a "Notice of Intention to Abate Public Nuisance & Notice of Public Hearing" dated December 26, 2024, and served on Respondent, DEBBIE ROUTHIER, by Certified Mail on December 26, 2024, by posting on the structure at 17 Orange Street on December 26, 2024 and publication in local newspaper on January 1, 2025.
- e. Present at the hearing were:

- i. Michael Prettyman, Code Enforcement Officer, Ruth McElrath, Permit Technician / Secretary of the Planning Commission, and Erik Edholm, Assistant Director of Public Works, representing the City of Susanville and
- ii. The Respondent did not appear at this hearing.

FINDINGS

The Hearing Board makes the following findings.

1. Pursuant to City of Susanville Municipal Code chapter 8.32.040, "No person may maintain or use property or allow their property to be maintained or used in a manner that creates or fosters the creation of a public nuisance."
2. DEBBIE ROUTHIER owns the property and is the responsible party for the property located at 17 Orange St., Susanville, CA. 96130 (APN: 107-152-011-000).
3. DEBBIE ROUTHIER was properly served with a Notification of Nuisance on November 20, 2024, with service pursuant to City of Susanville Municipal Code section 8.32.060.
4. DEBBIE ROUTHIER was properly served by Certified Mail with a Notice of Intention to Abate Public Nuisance and Notice of Public Hearing on December 26, 2024, and notice was properly posted in a conspicuous place on the building at 17 Orange St., pursuant to City of Susanville Municipal Code section 8.32.090.
5. The violations alleged in the Notice of Intention to Abate are factually true and constitute a public nuisance under Susanville Municipal Code 8.32 as set forth in the notice.

ORDERS

The Hearing Board orders the following.

1. DEBBIE ROUTHIER must abate the public nuisance 17 Orange Street by doing the following at 17 Orange Street:
 - a. Secure permits for lawful reconstruction or demolition of vacant building.
 - b. Provide a reasonable written plan to repair or demolish the structure within ten (10) days of this decision.
 - c. Once approved by the City, the work in the plan must be initiated within ten (10) days of approval and diligently prosecuted until completion.

2. After DEBBIE ROUTHIER abates the nuisance at 17 Orange Street, DEBBIE ROUTHIER must contact the Building and Planning Department at the City of Susanville and request that an official at the City of Susanville inspect the condition of the property and buildings at 17 Orange Street to determine if the public nuisance has been abated in accordance with this abatement order.
3. If DEBBIE ROUTHIER does not abate the public nuisance at 17 Orange Street by 4:00 p.m. on March 5, 2025, the City of Susanville shall abate, or cause to be abated, said nuisances on the property at 17 Orange Street.
4. The Susanville Planning Commission orders an administrative penalty pursuant to section 8.32.290 of the City of Susanville Municipal Code be assessed in the amount \$500.00 per day beginning on February 12, 2025, and accumulate each day until the nuisance is abated. The maximum administrative penalty shall be \$10,000, exclusive of administrative costs and interest.
5. All costs of the City's abatement efforts, including the abatement work and administrative time to investigate and to hear and effect the abatement shall be charged against DEBBIE ROUTHIER as a personal debt or may be assessed upon 17 Orange Street and will constitute a lien or special assessment upon the property until paid.
6. This Order shall be effective for one year after issuance. During such period, the hearing board shall retain jurisdiction over the conditions of the building, structure or property which constituted the nuisance established by this Order, as well as the abatement thereof, to ensure that the nuisance does not reoccur and that the building, structure, or property is maintained in such a manner so as not to create a nuisance. If, during this one-year period, any enforcement official determines that the same or another nuisance, as defined by this chapter exists with respect to the building, structure or property, he or she may give notice to abate the nuisance as provided for in section 8.32.060 of the City of Susanville Municipal Code. If DEBBIE ROUTHIER does not abate the nuisance at any time within the abatement period, the City may proceed with the abatement itself under the provisions of section 8.32.190 of the City of Susanville Municipal Code without further

1 action of the hearing board. The City of Susanville may also recover all of its abatement
2 effort costs as provided for in the City of Susanville Municipal Code.

3 APPEAL

4 Whenever any person is aggrieved by this final order of the Hearing Board, this person may appeal
5 the Nuisance Abatement Order to the City Council of the City of Susanville. To request an
6 appeal, the person aggrieved by this order shall notify the City Clerk, in writing, within twenty-
7 one (21) days of the issuance of this order of their request to have this appeal heard by the City
8 Council. The aggrieved person shall deposit two hundred dollars (\$200.00) to the City of
9 Susanville. The appellant shall be responsible for all costs of such appeal which exceeds the
10 deposited amount. If the aggrieved person requests an appeal hearing, this hearing shall be
11 granted within forty-five (45) days of the filing appeal at a regularly scheduled meeting of the
12 Susanville City Council. The appellant shall be notified no less than ten (10) days of the
13 scheduled appeal hearing.

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16 The foregoing order was adopted at a regular meeting of the Planning Commission of the city of
17 Susanville, held on the 11th day of February 2025.

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19 Dated: Feb. 12, 2025

Wayne Jambois
Wayne Jambois

21 Susanville Planning Commission
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STATE OF CALIFORNIA - COUNTY OF LASSEN INSPECTION AND ABATEMENT WARRANT AND AFFIDAVIT

Warrant #: 25-08

(AFFIDAVIT)

I Michael Prettyman, swear under oath and penalty of perjury that the facts expressed by me in the attached and incorporated **STATEMENT OF CAUSE** are true, and that based thereon I have cause to believe, and do believe, that a public nuisance and a threat to public health, safety and welfare exists at 17 Orange Street, Susanville CA. 96130 (APN: 107-152-011-000), and request an inspection and abatement warrant pursuant to **Code of Civil Procedure sections 1822.50 et seq.**, as indicated below. Therefore, I request that this Inspection and Abatement Warrant be issued:

NIGHT SEARCH REQUESTED (6:00 P.M. TO 8:00 A.M.):	☐ YES	☒ NO
EXECUTION IN ABSENCE OF OWNER/TENANT REQUESTED:	☒ YES	☐ NO
FORCIBLE ENTRY REQUESTED:	☒ YES	☐ NO
CONSENT PREVIOUSLY REFUSED:	☒ YES	☐ NO
NO ADVANCED NOTICE REQUESTED:	☒ YES	☐ NO

Signed by:

Michael Prettyman
9DCB63945B1E4BB...

[Signature of Affiant]

(INSPECTION & ABATEMENT WARRANT)

THE PEOPLE OF THE STATE OF CALIFORNIA to any Peace Officer, and any City of Susanville official granted authority to conduct inspections and abatements authorized by the State of California or Susanville Municipal Code relating to building, fire, safety, plumbing, electrical, health, labor, or zoning:

Proof by affidavit under penalty of perjury having been made before me by Michael Prettyman that cause for issuance of an inspection and abatement warrant exists per Code of Civil Procedure section 1822.52, as indicated below:

- ☐ Reasonable legislative or administrative standards for conducting a routine or area inspection are satisfied with respect to the particular place, dwelling, structure, premises, or vehicle.
- ☒ There is reason to believe that a condition of nonconformity exists with respect to the particular place, dwelling, structure, premises, or vehicle, **namely violations of:**
Susanville's Property Maintenance and Public Nuisance Ordinance, Ordinance 17-1011, California Building Code, and the 1997 Uniform Code for the Abatement of Dangerous Buildings.

YOU ARE THEREFORE COMMANDED TO INSPECT AND ABATE the property assigned assessor's parcel number 107-152-011-000 and is also identified by the assigned address of 17 Orange St., Susanville, California 96130. You are commanded to inspect and abate any and all public nuisances that exist within the parcel. You are commanded to inspect and abate the dangerous building that is located on 17 Orange Street. You are commanded to enter the structure, including all rooms, attics, basements, and other containers and parts within and the surrounding grounds and garages, storage rooms, containers, and outbuildings of any kind located there at, or under the control of the owner.

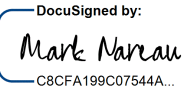
This Inspection and Abatement Warrant shall be effective for 14 days after the date and time stated below.

This **Inspection & Abatement Warrant** and **Affidavit** and attached and incorporated **Statement of Cause** were sworn as true and subscribed before me on this date and time 05/14/2025 | 12:08:48 PDT.

Wherefore, I find probable cause for the issuance of this Inspection and Abatement Warrant and do so issue it.

NIGHT SEARCH APPROVED (6:00 P.M. TO 8:00 A.M.):	☐ YES	☒ NO
EXECUTION IN ABSENCE OF OWNER/TENANT APPROVED:	☒ YES	☐ NO
FORCIBLE ENTRY APPROVED:	☒ YES	☐ NO
CONSENT PREVIOUSLY REFUSED:	☒ YES	☐ NO
NO ADVANCED NOTICE APPROVED:	☒ YES	☐ NO

DocuSigned by:


C8CFA199C07544A...

[Signature of Magistrate]

Judge of the Superior Court, County of Lassen

Mark Nareau

[Magistrate's Printed Name]



Employee Owned

Susanville
PO Box 1744
Susanville, CA 96130
Phone: (530) 257-5123

Cash Sales Invoice

Invoice No **323381**
Invoice Date 05/21/2025
Terms Upon Receipt
Customer 5
Contact Name MIKE PRETTYMAN
Contact Number 0
Job
Your Ref
Our Ref 1601070
Taken By Dana Clark
Sales Rep Unassigned



Page 1 of 1

Invoice Address

Special Instructions	Notes

Line	Description	Qty/Footage	Price	UOM	Total
1	BLOW - Plywood Blows/Rejects Sold/Priced by the Thickness in Inches. Will Not Meet Building Codes. Sold on 1" Count - No Returns	5 IN-1	23.99	IN-1	119.95

Customer Copy

Visa *****1072 - EMV Contactless
Authorization #: 006541
Terminal ID : 001791905000200
Cryptogram : 856A10C5B80C36FA
AID : A0000000031010
APP : VISA CREDIT
CVM : NONE / 100000
TVR : 000000000 / TSI : 0000
Change 0.00
I agree to pay the above amount according to my card issuer's agreement.

Ticket: 574305
Date: 5/21/25
Store: 1905
Cashier: Claire
Time: 9:41 AM
Register: 2
Item Qty Price Amount
STAR 21N XND 125-18PC/POCKET CASE 1 9.99 9.99
2259045
IAN STAR DRIVE DICK PLUS 10X31N SLB 1 47.99 47.99
1183096
Subtotal 57.98
Tax 4.78
Total 62.76

142 ROBES WAY
SUSANVILLE, CA 96130
530-257-1222
TSC TRACTOR SUPPLY CO
TractorSupply.com

Get Rewarded.
Download The

Goods received in good condition	Payment Method	Amount Received	Total Amount	\$119.95
Print name	Visa at Susanville	\$129.85	CA LPA 1.00%	\$1.20
Signature	Merchant #	820891	Other Tax 7.25%	\$8.70
	Account #	*****1072	Invoice Total	\$129.85
	Authorization #	074206		

Important: Prop 65 warning, Declaration and Terms and Conditions of this sale are on the back of this invoice.

17 ORANGE ST

1011-225-21-4610

THANK YOU FOR SHOPPING
SUSANVILLE ACE HARDWARE 17744
(530) 257-4117

THANKS FOR LETTING US BE YOUR HELPFUL
HARDWARE FOLKS IN SUSANVILLE
05/23/25 3:21PM ARIB 536 SALE

1006665	1	EA	\$8.99	EA
HP GOOD ROLLER 9X3/8 4PK				\$8.99
1895754	2	EA	\$2.59	EA
PAINT TRY LINR BLK 2QT				\$5.18

SUB-TOTAL:\$	14.17	TAX: \$	1.17
		TOTAL: \$	15.34
		BC AMT: \$	15.34

BK CARD#: XXXXXXXXXXXX1072
MID:*****1886 TID:***4064
AUTH: 006778 AMT: \$ 15.34
Host reference #:772684 Bat#

Authorizing Network: VISA

Contactless
CARD TYPE:VISA EXPR: XXXX
AID : A0000000031010
TVR : 0000000000
IAD : 06011203A00000
TSI :
ARC : 00
MODE : Issuer
CVM : No CVM
Name : VISA CREDIT
ATC :0017
AC : 0AD064B08E5855C5
TxnID/ValCode: 708412

3/23/25



SUSANVILLE FIRE DEPARTMENT

1505 Main Street
Susanville, CA 96130
Phone: 530-257-5152

INVOICE

Date	Number	Page
06/27/2025	1005883	1

Bill To: ROUTHIER, DEBBIE
1087 LOURENCE DR
TRACY CA 95376

Customer No. 100340

Due Date 30 DAYS FROM INVOICE DATE

Terms: NET 30 DAYS

Quantity	Description	Unit Price	Net Amount
1	WEED ABATEMENT BILLING- 17 ORANGE STREET	2,081.54	2,081.54
Make all checks payable to City of Susanville. If you have any questions concerning this invoice, contact the Susanville Fire Department.		Amount	2,081.54
Mail payment to: Susanville Fire Department 1505 Main Street Susanville, CA 96130		Balance Due	<u>2,081.54</u>



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

NOTICE OF PUBLIC HEARING

CERTIFIED MAIL/RETURN RECEIPT
9589 0710 5270 1809 6736 21

April 1, 2026

Debbie Routhier
1087 Lourence Dr.
Tracy, Ca. 95376

RE: 17 Orange St. Susanville, CA 96130
APN: 107-152-011-000
Code Enforcement Case # CE2024-018

To Debbie Routhier:

NOTICE IS HEREBY GIVEN that the City of Susanville City Council will conduct a Public Hearing pursuant to Susanville Municipal Code Chapter 8.32 to receive, hear and consider a cost report for unpaid abatement costs in the amount of \$3,965.37 and proposed recordation of a lien against real property located at 17 Orange Street, Susanville, CA 96130 (APN: 107-152-011-000). Thereupon, the council may make such revision, correction or modification to the report as it may deem just after which, by resolution, the details of the report, as submitted or as revised, corrected or modified, shall be confirmed. Any testimony evidence, protests and/or objections shall relate to expenses for abatement and related administrative costs and not to the merits of underlying violations.

The Public Hearing will be held on Wednesday, April 15, 2026, at 5:00 P.M. (or as soon thereafter as the agenda permits) in the Susanville City Council Chambers located at 66 North Lassen Street, Susanville, California 96130. The public is invited to attend and provide oral and/or written comments. Written comments must be received prior to 4:00 P.M. on Friday, April 10, 2026, for City Council review and consideration.

If you have any questions or concerns regarding this notice, you may contact the Building and Planning Division at (530) 252-5118.

Respectfully,

Michael Prettyman
Code Enforcement Officer
Enclosure(s): Cost Report

Mendy Schuster
Mayor
Russ Brown
Mayor pro tem

Councilmembers:
Curtis Bortle
Dawn Miller
Patrick Parrish

Case No.: CE#2024-018
APN: 107-152-011-000
Mail Cert No.: 9589 0710 5270 1809 6736 38

DECLARATION OF SERVICE BY CERTIFIED/RETURN RECEIPT and

FIRST CLASS MAIL

I, THE UNDERSIGNED, DECLARE THAT:

1. I am an employee of the City of Susanville, California, over the age of eighteen years and not a party to the within entitled cause or matter; and
2. My business address is 66 N. Lassen St, Susanville, California 96130; and
3. I served the foregoing **NOTICE OF PUBLIC HEARING and COST REPORT** on the interested parties in said cause by depositing true copies thereof enclosed in sealed envelopes and personally depositing with the United States Postal Service with postage fully paid for both Certified/Return receipt and 1st Class, in Susanville, California, on the 1st Day of April 2026, addressed as follows:

**Debbie Routhier
1087 Lourence Dr.
Tracy, Ca. 95376**

I declare under penalty of perjury that the foregoing is true and correct.

Executed this 1st Day of April 2026, at Susanville, California 96130.



Michael Prettyman

9589 0710 5270 1809 6736 38

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
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☐ Adult Signature Required	\$
☐ Adult Signature Restricted Delivery	\$
Postage	\$
Total	\$
Sent to	
Street	Debbie Routhier
City, State	1087 Lourence Dr.
	Tracy, Ca. 95376
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions	

SUSANVILLE, CA 96130
Postmark Here
2026
SUSANVILLE MAIN
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April 29, 2025 1:50 PM



April 29, 2025 1:51 PM



17 ORANGE ST.
DO NOT ENTER
UNSAFE TO OCCUPY

April 29, 2025 1:52 PM



April 29, 2025 1:52 PM



April 29, 2025 1:53 PM



May 21, 2025 1:32 PM



May 21, 2025 1:33 PM



July 01, 2025 10:52 AM



July 01, 2025 10:52 AM



July 01, 2025 10:53 AM



July 01, 2025 10:53 AM

DO NOT ENTER

UNSAFE TO OCCUPY

By order of the Building Official this building has been declared a substandard or dangerous building in violation of Title 15 of the Susanville Municipal and/or Sections 17920.3, 17980.6, 17980.7 of the California Health and Safety Code.

It is a MISDEMEANOR to occupy this building, or to remove or deface this notice.

Signed _____

Date 5/21/25

For questions or concerns call the building department at (530) 252-5118



CITY OF SUSANVILLE CODE ENFORCEMENT Staff Report



Property Details

Address:	17 Orange Street, Susanville, California 96130
APN:	107-152-011-000
Property Owner:	Debbie [unclear]



City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904



NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City of Susanville City Council will conduct a Public Hearing pursuant to Susanville Municipal Code Chapter 8.32 to receive, hear and consider a cost report for unpaid abatement costs in the amount of \$3,965.37 and proposed recordation of a lien against real property located at 17 Orange Street, Susanville, CA 96130 (APN: 107-152-011-000). Thereupon, the council may make such revision, correction or modification to the report as it may deem just after which, by resolution, the details of the report, as submitted or as revised, corrected or modified, shall be confirmed. Any testimony evidence, protests and/or objections shall relate to expenses for abatement and related administrative costs and not to the merits of underlying violations.

The Public Hearing will be held on **Wednesday, April 15, 2026, at 5:00 P.M.** (or as soon thereafter as the agenda permits) in the Susanville City Council Chambers located at 66 North Lassen Street, Susanville, California 96130. The public is invited to attend and provide oral and/or written comments. Written comments must be received prior to 4:00 P.M. on Friday, April 15, 2026, for City Council review and consideration.

If you have any questions or concerns regarding this notice, you may contact the Building and Planning Division at (530) 252-5118.

Posted: April 1, 2026

By: Michael Prettyman, Code Enforcement Officer

Mendy Schuster – Mayor | Russ Brown – Mayor Pro Tem | Curtis Bortle, Dawn Miller, Patrick Parrish
Susanville City Council

April 01, 2026

City Council Agenda Item

Submitted By: Heidi Whitlock, City Clerk

Action Date: April 15, 2026

Subject: Consider **Resolution No. 26-6529**, authorizing the releasing of Tuscorora natural gas pipeline capacity to IGI Resources (IGI) until April 30, 2029, and further authorizing the City Manager to execute two updated agreements with IGI including the proposed Asset Management Agreement and the consolidated Transaction Agreement.

Presented By: Dan Bergman of IGI Resources

Summary:

The City of Susanville holds 1,000 MMBtu per day of firm natural gas pipeline capacity on Tuscarora Gas Transmission to assure delivery of the city's gas from Malin, Oregon, to Susanville's citygate connection point at Chappius Lane and Center Road. The city holds this capacity until 2042, which was obtained when the Tuscarora and City gas systems were built.

During the summer months the City does not need the full 1,000 MMBtu per day of capacity; however, before the City first released the capacity to IGI in 2021, the City continued to pay the Tuscarora fixed Reservation Charge for the full capacity, whether the capacity was used or not used. The table under Fiscal Impact shows the excess capacity during the 2025.

Beginning September 1, 2021, IGI accepted release of the entire capacity and has paid the full Reservation Charge pursuant to Tuscarora's FERC-approved Gas Tariff. This is allowed under FERC rules and is standard practice when mutually beneficial to parties. The benefit to the City is that it will no longer pay for stranded capacity in the summer. The benefit to IGI is that it can pool the City's capacity with other capacity it manages to fully utilize the capacity during the summer months.

Regarding risk, IGI Resources, Inc. is owned by BP Global Energy Trading, a large and reputable corporation. Further, IGI has been providing competitively priced gas supply to the City and coordinating gas deliveries since the beginning of gas system operations in 2002. The term of the capacity release agreement is limited to three years, at which point the capacity is returned to the City, or the City may elect to extend the capacity release. This is the first proposed extension of the capacity release to IGI. Finally, the contract terms

provide the same level of transportation reliability on Tuscarora.

Two agreements are required to continue capacity release and operational services with IGI. The first is the Asset Management Agreement Addendum (AMA Addendum) that specifies the terms and conditions for the Tuscarora capacity to be released to IGI. The second agreement is the AMA Transaction Confirmation (TC). This TC supersedes previous TCs, specifying the structure for gas purchases, but does not include any existing fixed-price purchases because none are in place presently.

This ongoing capacity release transaction has been facilitated by Dan Bergmann of Interstate Gas Services, Inc. (DBA IGService). Mr. Bergmann has provided consulting support to the City's gas system for 20 years.

Staff is requesting the approval to release until April 30, 2029, City of Susanville's 1,000 MMBtu per day Tuscarora firm pipeline capacity to IGI Resources, Inc. (IGI), and, in conjunction, to extend to April 30, 2029, two agreements with IGI for services to the City. Authorization is requested for the City Manager to execute on behalf of the City of Susanville the proposed Asset Management Agreement and consolidated Transaction Agreement, accordingly.

Fiscal Impact:

The calculated savings during 2025 based on actual volumes and the actual Tuscarora reservation charge was \$34,038. Saving each year has been approximately the same, as the City's summertime usage is similar each year. This means the three-year benefit of capacity release is approximately \$100,000.

Action Requested:

Motion to approve Resolution No. 26-6529, authorizing the releasing of Tuscorora natural gas pipeline capacity to IGI Resources (IGI) until April 30, 2029, and further authorizing the City Manager to execute two updated agreements with IGI including the proposed Asset Management Agreement and the consolidated Transaction Agreement.

Attachments:

1. 26-6529
2. IGI - Susanville AMA Addendum for term 5-1-26 through 4-30-29
3. IGI - Susanville AMA TC for term 5-1-26 through 4-30-29pdf

RESOLUTION NO. 26-6529
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE RELEASING OF TUSCORORA NATURAL GAS PIPELINE CAPACITY
TO IGI RESOURCES (IGI) UNTIL APRIL 30, 2029, AND FURTHER AUTHORIZING THE CITY
MANAGER TO EXECUTE TWO UPDATED AGREEMENTS WITH IGI INCLUDING THE
PROPOSED ASSET MANAGEMENT AGREEMENT AND THE TRANSACTION
CONFIRMATION AGREEMENT

WHEREAS, the City of Susanville has operated a natural gas utility since 2001; and

WHEREAS, the City holds Contract No. 370 with Tuscarora Gas Transmission Company for 1,000 DTh/d of firm capacity from Malin, Oregon to the Susanville City Gate, through October 31, 2042; and

WHEREAS, the City does not use all the capacity during summer months and the unused capacity has market value; and

WHEREAS, FERC interstate pipeline rules and regulations allow the release of pipeline capacity from one party to another under prescribed guidelines; and

WHEREAS, IGI Resources, Inc. (IGI) has been providing reliable and competitive gas supply and management to the City since the beginning of operations in 2001; and

WHEREAS, IGI has currently accepted release of the City's Tuscarora capacity for the term September 1, 2021, through April 30, 2026, for the mutual benefit of both the City and IGI; and

WHEREAS, IGI has offered to accept release of the capacity for the next three years through April 30, 2029; and

WHEREAS, firm capacity access for the City on Tuscarora is unchanged because of the capacity release; and

WHEREAS, to effectuate ongoing capacity release to IGI, this Resolution approves two agreements extending IGI's services to April 30, 2029.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Susanville hereby:

1. Finds and determines that the continued release of Tuscarora capacity to IGI benefits natural gas ratepayers; and
2. Approves the Asset Management Agreement allowing the release of the City's firm capacity on Tuscarora Pipeline for the period May 1, 2026, through April 30, 2029; and
3. Approves the Transaction Confirmation Agreement to specify the structure for gas purchases (exclusive of specific fixed-price transactions), effective May 1, 2026, through April 30, 2029; and
4. Authorizes the City Manager to execute the proposed Asset Management Agreement and the proposed Transaction Confirmation Agreement.

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APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney



ASSET MANAGEMENT AGREEMENT

This Asset Management Agreement (the “Addendum”) is made and entered into as of _____, by and between IGI Resources, Inc. (“IGI”), an Idaho company, and the City of Susanville, a California municipality (“Susanville”). IGI and Susanville are referred to hereinafter individually as a “Party” and collectively as the “Parties”.

WHEREAS, the Parties desire to enter into an asset management arrangement pursuant to the applicable regulations of the Federal Energy Regulatory Commission (“FERC”) and FERC Order Nos. 712, 712A, and 712B (the “Orders”), under which Susanville will release all of its natural gas interstate transportation capacity under the various agreements with the Pipeline(s) to IGI, and IGI will supply Susanville’s Gas requirements; and

WHEREAS, IGI and Susanville are parties to that certain Base Contract for Sale and Purchase of Natural Gas dated May 18, 2009, as the same may have been amended from time to time (such contract with any and all amendments being defined as the “Base Contract” for purposes of this Addendum consistent with the definition set forth therein).

NOW, THEREFORE, in consideration of the mutual promises and agreements set forth hereinafter, the sufficiency of such consideration being acknowledged by the Parties, the Parties hereby agree as follows:

ARTICLE I. DEFINITIONS AND INTERPRETATION

1.1 Definitions. The following terms when used herein shall have the meanings set forth below.

“AMA Transaction” shall have the meaning set forth in Section 3.2.

“Commodity Charge(s)” shall mean all commodity charges, ACA surcharges, GRI surcharges, and other tariff charges that could be assessed by a Pipeline pursuant to the approved tariff or governing documents of such Pipeline as a result of the actual transportation of Gas.

“Demand Charge(s)” shall mean any and all demand/reservation charges assessed by a Pipeline pursuant to the approved tariff of such Pipeline.

“Fuel” means the charge that could be assessed by the Pipeline, whether in-kind or otherwise, for the quantity of Gas consumed by a Pipeline in transporting Gas and includes any provision by such Pipeline for lost and unaccounted for Gas, as determined in accordance with the approved tariff or governing documents of such Pipeline.

“Susanville’s Transportation Agreement(s)” means all of the transportation agreements described in Section 3.3 below that have been entered into by and between Susanville and the applicable Pipeline.

“Pipeline(s)” means any pipeline(s) on which IGI has acquired the Released Capacity from Susanville under the terms of this Addendum.

“Receipt Point(s)” means the primary receipt point(s) designated in the Transportation Agreements where IGI could receive Gas for transport on the Released Capacity to the Delivery Point(s), as defined in Section 3.3 below.

“Released Capacity” means the capacity held by Susanville under Susanville’s Transportation Agreements on the Pipeline that is referenced in Section 3.3 below and is being released by Susanville to IGI under the terms of this Addendum.

“Transportation Agreement(s)” means a contract for transportation service entered into by and between IGI and the Pipeline(s) in order to accommodate the release of the Released Capacity from Susanville to IGI.

ARTICLE II. TERM AND CONDITION PRECEDENT

2.1 Term. Subject to Susanville’s satisfaction of the condition precedent set forth herein in Section 2.2, this Addendum shall be effective from May 1, 2026 through April 30, 2029 (the “Term”) unless (i) this Addendum and the AMA Transaction are terminated as a result of an Event of Default under the Contract prior to the end of the Term; (ii) the Parties otherwise mutually agree in writing to terminate this Addendum and the AMA Transaction prior to the end of the Term; or (iii) this Addendum and the AMA Transaction are terminated due to Governmental Requirements. Each Party’s obligations regarding payment and indemnification arising under this Addendum shall survive the termination of this Addendum for a period of time equal to the time for which the applicable statute of limitations applies.

2.2 Conditions Precedent. Notwithstanding anything else to the contrary set forth in this Addendum, this Addendum shall only become effective upon Susanville’s posting and release of the capacity referenced in Section 3.3 in accordance with the Orders to IGI for the Term, which shall be completed within three (3) Business Days of the date the Parties enter into this Addendum. Susanville shall provide Notice to IGI upon the satisfaction of such

condition precedent, which notification must be delivered on or prior to the date by which such condition precedent must be satisfied, unless such condition precedent has been unconditionally waived in writing by IGI. If the condition precedent has not been satisfied or unconditionally waived by IGI in writing, this Addendum and the AMA Transaction shall terminate and shall thereafter be of no further force and effect. If this Addendum and the AMA Transaction are terminated pursuant to this Section 2.2, neither Party shall have any liability to the other Party in respect of any rights or obligations under this Addendum or the AMA Transaction.

- 2.3 Condition Subsequent.** Susanville shall take all actions to rollover the Released Capacity in a timely manner as required under the terms of the applicable Transportation Agreement to ensure that such Released Capacity is available for the full Term. Susanville shall post such capacity for release in accordance with the Orders to IGI for the applicable remaining portion of the Term, and such posting shall be completed within three (3) Business Days of the date such capacity is rolled over under the applicable Transportation Agreement. Susanville shall provide Notice to IGI upon the satisfaction of such condition subsequent, which notification must be delivered on or prior to fifteen (15) Business Days prior to the commencement of the new evergreen period under the applicable Transportation Agreement, unless such condition subsequent has been unconditionally waived in writing by IGI. If the condition subsequent has not been satisfied or unconditionally waived by IGI in writing, this Addendum and the AMA Transaction shall terminate immediately and shall thereafter be of no further force and effect.

ARTICLE III. CAPACITY RELEASE

- 3.1 Intent of Parties.** This Addendum and the AMA Transaction, together with the applicable provisions, if any, of the Pipeline's FERC approved tariff, as it may be amended from time to time, contain all of the terms and conditions governing Susanville's release to IGI of the Released Capacity.
- 3.2 Capacity Release.** Susanville will release the Released Capacity for the Term of this Addendum. Susanville acknowledges that the Released Capacity will be adequate to transport Susanville's Gas requirements for the MDQ referenced in that certain Transaction Confirmation dated _____ (the "AMA Transaction") on each Day. Susanville will retain the benefits or burdens of any retroactive or forward rate adjustments by the Pipeline(s) affecting the Released Capacity. The Parties shall execute any further documents required to effect the release of transportation service in accordance with this Addendum.
- 3.3 Release Terms.** Susanville shall release, or shall cause to be released, to IGI, the Released Capacity as described below pursuant to the following terms and conditions:

Pipeline: Tuscarora Gas Transmission Company

Releasing Shipper Contract No. 370

Releasing Shipper Rate Schedule: FT

Maximum Daily Quantity (MDQ): 1,000 MMBtu/Day

Conditions of Recall: Upon the termination of the AMA Transaction, or upon the mutual written agreement of the Parties.

Initial Term of Release: Begin: May 1, 2026

End: April 30, 2029

Condition Subsequent to Term of Release: Susanville to exercise its annual evergreen renewal rights in accordance with Section 2.3 to extend the term of release of the Released Capacity through the end of the Term

Demand Charge(s) (Including Applicable Surcharges): Maximum FT rate

Primary Receipt Points: TUSCARORA/GTN INTERCONNECT

Primary Delivery Points: SUSANVILLE

- 3.4 Contract with the Pipeline(s).** IGI shall execute a transportation agreement(s) for the Released Capacity with the Pipeline(s) to satisfy the Pipeline(s) requirements, in addition to taking any and all other actions required by the Pipeline(s) to take the Released Capacity. If IGI is unable or unwilling to execute the transportation agreement(s) with the Pipeline(s), the AMA Transaction and this Addendum shall terminate with no further performance obligation (save and except for payments due and owing as a result of past performance) being owed by either Party. Unless otherwise provided for under the AMA Transaction, upon execution of the Transportation Agreement(s), IGI shall be responsible for all Commodity Charges and Fuel pertaining to the Released Capacity that are owed to the Pipeline until the earliest to occur of the (i) expiration of the Term, or (ii) any of the conditions set forth in (i)-(iii) in Section 2.1 of this Addendum.
- 3.5 Receipt and Delivery Points.** The Pipeline(s)'s tariff may permit IGI to change primary receipt and delivery points under the Transportation Agreements. Notwithstanding any tariff provisions permitting such a change, IGI shall not change primary receipt or delivery points under the Transportation Agreements without the prior written consent of Susanville.

ARTICLE IV. PERFORMANCE OBLIGATIONS

- 4.1 IGI Delivery Obligation.** Subject to the terms of the AMA Transaction and the Base Contract, on any Day during the Term IGI will deliver to Susanville a volume of Gas equal to Susanville's requirements for that Day up to the MDQ. The Parties may also agree for IGI to supply daily Gas requirements of Susanville in excess of the MDQ as set forth in the AMA Transaction. IGI and Susanville acknowledge and agree that the amount of Released Capacity under this Addendum shall be the MDQ under the AMA Transaction.

ARTICLE V. TAXES

- 5.1 Taxes.** Each Party is responsible for paying Taxes on the economic benefits and burdens related to the specific activities entered into under this Addendum. Nothing herein shall in any manner modify the terms and conditions of the Base Contract with respect to the payment of Taxes pertaining to the purchase and sale of Gas under the AMA Transaction. Further, with respect to such Taxes related to the specific activities under this Addendum, each Party shall indemnify, defend and hold the other Party harmless as to any costs or liabilities incurred by such other Party in connection with claims for Taxes made by third parties or entities, including governmental entities. References to "costs" under this section shall include all reasonable and necessary attorneys' fees and expenses, consultants' fees, travel expenses, and court costs, including costs incurred to enforce the indemnity obligations.

ARTICLE VI. DEFAULT AND REMEDIES

- 6.1 Events of Default.** In addition to the events listed in Section 10.2 of the Contract, the following actions or inactions by a Party under this Addendum shall also constitute an "Event of Default" under the Contract:
- (a) breach of any material obligation under this Addendum (save and except for any breach addressed hereinafter in subsection (b)), if such breach is not cured by the Party in breach within five (5) Business Days after Notice of such breach from the Non-Defaulting Party; or
 - (b) Susanville takes or fails to take any action required by the Pipeline(s) or under this Addendum related to the Released Capacity which results in IGI's inability, in whole or in part, to utilize the Released Capacity.
- 6.2 Remedies.** If an Event of Default has occurred and is continuing, the Non-Defaulting Party may exercise any and all rights and remedies afforded to it under the Contract, in addition to all rights and remedies available under applicable law or in equity, including but not limited to the liquidation and termination of all transactions under the Contract. To the extent that the Non-Defaulting Party elects to liquidate and terminate all transactions under the Contract on the Early Termination Date, necessarily including the AMA Transaction, this Addendum shall also terminate and the Released Capacity shall be automatically recalled.

ARTICLE VII. MISCELLANEOUS

- 7.1 Compliance with Governmental Requirements.** The Parties agree that IGI's provision of asset management services under this Addendum may be subject to local, state, or Federal laws, rules, and regulations (collectively "Governmental Requirements"). The Parties agree to comply with all Governmental Requirements applicable to this Addendum, and Susanville agrees that it shall not require or request IGI to perform any action, or to omit to perform any action that IGI reasonably believes is impermissible under applicable Governmental Requirements. Without limiting the generality of the foregoing, if during the Term of this Addendum any governmental agency of competent jurisdiction should determine that the obligations and duties contemplated in this Addendum cannot be performed in accordance with applicable Governmental Requirements, wholly or in part, the Parties shall immediately suspend performance under this Addendum, and shall suspend the corresponding obligations to deliver and receive Gas under the AMA Transaction. IGI and Susanville shall, within ten (10) Days of such a determination, meet to determine whether this Addendum can be revised so that the services contemplated herein can be performed fully in accordance with applicable Governmental Requirements while preserving the economic benefits afforded to both Parties under the current structure as closely as possible. In the absence of a superseding written agreement entered into between the Parties within later of (i) thirty (30) Days following such event and (ii) twenty (20) Days after such meeting (or the next Business Day if such Day is not a Business Day under either case), this Addendum shall terminate along with the AMA Transaction on the next Business Day (such Day being the Early Termination Date for purposes of this section), with no affect occurring under the Contract with respect to transactions unrelated to this Addendum. On such Early Termination Date, IGI shall determine the damages for the AMA Transaction in accordance with Section 10 of the Base Contract; provided however, that for purposes of determining the amount owed with respect to the liquidation and termination of the AMA Transaction, any and all costs otherwise allowed under Section 10.3.1. shall be excluded from the calculation (save and except to the extent that the Parties have entered into a Fixed Price transaction in which case costs associated with undoing any related hedge transactions, such as but not limited to brokerage fees, commissions, and other similar transaction costs and expenses reasonably incurred by a Party shall be allowable), and provided further that for purposes of determining the resulting amount owed for the termination and liquidation of the AMA Transaction, the Market Value for such Terminated Transaction shall be determined by using the mid-point, as it may be estimated,

between the bid price and the ask price for the Terminated Transaction to reflect that neither Party is a Defaulting Party and accordingly the intent of the Parties is not to ascertain liquidated damages from a Non-Defaulting Party's perspective. The respective Parties shall have the same rights and remedies related to the calculation and dispute of the resulting Net Settlement Amount owed with respect to the termination and liquidation of the AMA Transaction as those set forth in Section 10.

- 7.2 Authority to Execute.** Each of the Parties to this Addendum represents and warrants that, as of the Effective Date, (i) it has full and complete authority to enter into and perform this Addendum; (ii) the person who executes this Addendum on its behalf has full and complete authority to do so and is empowered to bind it thereby; and (iii) it is not insolvent and has not sought protection from its creditors under the United States Bankruptcy Code, or under any similar laws.
- 7.3 Entirety and Amendments.** This Addendum constitutes the entire agreement (save and except for the AMA Transaction) between the Parties regarding the asset management services to be provided under this Addendum, and supersedes and replaces any prior and contemporaneous communications, understandings and agreements between Susanville and IGI related to such subject matter, whether written or verbal, express or implied. No modification, amendment, supplementation or alteration of the terms and provisions of this Addendum shall be or become effective except by written amendment executed by the duly authorized representative of the Parties. Except as set forth herein, the Base Contract shall remain unchanged.
- 7.4 Assignment.** Notwithstanding anything in the Base Contract to the contrary, neither Party may assign the Contract, necessarily including this Addendum, without the prior written consent of the other Party, which consent shall not be unreasonably withheld; however, in order to be effective, any consent to such assignment must also be permitted by applicable law, including without limitation FERC regulations concerning asset management arrangements and capacity release rules.
- 7.5 One Agreement.** The Parties agree that this Addendum shall be considered part of the Contract as such term is defined in the General Terms and Conditions, but shall not be considered an "addendum" so as to constitute a part of the Base Contract. Accordingly, the Parties agree and acknowledge that this Addendum is part and parcel to the Contract, and the Contract, this Addendum and the AMA Transaction shall be deemed to constitute one integrated agreement for all purposes; provided, however, that this Addendum may be terminated separate and apart from the Contract in accordance with the terms and conditions set forth in this Addendum, necessarily resulting in the termination of the AMA Transaction.
- 7.6 Survival of Terms.** To the extent that this Addendum is terminated prior to the natural expiration of the Term, the Parties agree that any and all terms and conditions of this Addendum that are necessary to effectuate the Parties' rights and remedies as a result of an Event of Default shall survive the termination of this Addendum until such time as the rights and remedies and all disputes related thereto are fully and finally resolved.
- 7.7 Defined Terms.** Any capitalized terms set forth herein that are not otherwise defined herein, shall have the meaning set forth in the Base Contract or the AMA Transaction.
- 7.8 Conflicting Terms.** The Parties agree that to the extent any terms and conditions set forth in this Addendum conflict with any terms set forth in the Base Contract, this Addendum shall govern for all purposes.

IN WITNESS WHEREOF, and with the intent to be legally bound, the Parties hereto have caused this Addendum to be executed by their duly authorized officers or representatives as of the Effective Date.

CITY OF SUSANVILLE

IGI RESOURCES, INC.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



TRANSACTION CONFIRMATION

CONFIRMATION DATE:

CONTRACT #: 23575

CONTRACT DATE: May 18, 2009

SELLER: IGI Resources, Inc. ("IGI")

BUYER: City of Susanville
("Susanville")

PHONE #: 208-395-0500

PHONE #: 530-252-5101

FAX #: 208-395-0530

FAX #: 530-252-1020

This Transaction Confirmation (the "AMA Transaction") is entered into effective as of the Confirmation Date and serves to confirm our understanding of the following transaction between Susanville and IGI. This AMA Transaction shall be governed by the terms and conditions set forth in that certain Base Contract for Sale and Purchase of Natural Gas referenced above executed by and between Susanville and IGI (being defined as the "Base Contract" for purposes of this AMA Transaction consistent with the definition set forth in the General Terms and Conditions set forth therein), in addition to that certain Asset Management Agreement dated as of _____, by and between the Parties (the "Addendum").

DELIVERY PERIOD: Begin-May 1, 2026

End-April 30, 2029

PERFORMANCE OBLIGATION AND CONTRACT QUANTITY:

CONTRACT QUANTITY:

Fixed Price Amount: IGI shall sell and deliver and Susanville shall purchase and receive on each Day at the Delivery Point(s) a quantity of Gas in the amount, if any, specified for the applicable Month in Exhibit A (the "Fixed Price Amount"). The Fixed Price Amount is Firm, and is a Firm Transportation Obligation, as defined in the Base Contract.

Baseload Amount: IGI shall sell and deliver and Susanville shall purchase and receive on each Day at the Delivery Point(s) a quantity of Gas up to the MDQ (the "Baseload Amount"). The Baseload Amount is Firm, and is a Firm Transportation Obligation, as defined in the Base Contract.

Additional Gas: Susanville may request on a daily basis Gas above the MDQ, but such amount shall not exceed the Excess MDQ. IGI shall sell and deliver and Susanville shall purchase and receive on each Day at the Delivery Point(s) such requested quantity of Additional Gas.

CONTRACT PRICE:

Fixed Price Amount Contract Price: The Contract Price in US\$ per MMBtu for the Fixed Price Amount shall be the price specified for the applicable Delivery Period in Exhibit A.

Baseload Gas Contract Price – Index Price: The Contract Price in US\$ per MMBtu for the Baseload Amount shall be (i) the monthly index price reported under the table "California" under the row "Malin" under the table "avg.", published by Natural Gas

Intelligence, or its successor-in-interest, in NGI's Bidweek Survey, supplement to the Weekly Gas Price Index; plus (ii) the Interstate Transport Costs; plus (iii) \$0.06.

Baseload Gas Contract Price – Fixed Price: In addition to the Fixed Price Contract Price that has been agreed to by the parties as set forth in Exhibit A, Susanville may also elect to convert the Baseload Amount – Index Price for any Month to a Fixed Price (as defined in the Special Provisions of the Base Contract); and (ii) the resulting Fixed Price will replace the Baseload Amount – Index Price for the Baseload Gas for such Month.

Additional Gas Price: The Contract Price in US\$ per MMBtu for any Additional Gas shall be (i) the daily index price reported by S&P Global, or its successor-in-interest, in Gas Daily, under the table "Final Daily Price Survey – Platts Locations (\$/MMBtu)" under the column titled "Midpoint" under the table titled "Others" in the row labeled "PG&E, Malin" on each Day during the applicable delivery Month; plus (ii) the Interstate Transport Costs from the applicable Receipt Point(s) to the Delivery Point(s); plus (iii) \$0.06.

DELIVERY POINT(S):

Citygate point of Tuscarora Gas Transmission Company's Local Distribution System

SPECIAL TERMS & CONDITIONS:

1. **Order of Priorities.** Absent clear evidence to the contrary, any Gas sold and/or delivered by IGI to Susanville at the Delivery Point(s), and purchases made and/or received from IGI by Susanville at the Delivery Point(s), shall be deemed delivered in the following order: (i) any Fixed Price under this Transaction Confirmation or any other transaction confirmation between the parties or Basis Price Gas purchased as the Baseload Amount; (ii) any other Baseload Amount; and (iii) any Additional Gas; (iv) any other Gas sold to Susanville by IGI under any other transaction confirmation.
2. **Individual Receipt Point MDQs.** Notwithstanding anything else in this AMA Transaction or the Addendum to the contrary, IGI's Gas delivery obligations to Susanville shall be limited by the individual maximum quantity of Gas that IGI may receive at each Receipt Point, being 1,000 MMBtus/Day.
3. **Impairment of Released Capacity.** In addition to the Force Majeure provisions set forth in the Base Contract, the Parties also agree that to the extent that any interruption, curtailment, operational flow order or other event(s) impacts transportation services that impair IGI's ability to utilize the Released Capacity to make deliveries of Gas to Susanville at the Delivery Point(s), irrespective of whether the Pipeline declares an event of force majeure as a result of such event, IGI shall be relieved of its obligation to deliver Gas to Susanville in an amount equivalent to the amount of Released Capacity impacted by such event. By way of example, to the extent that IGI is unable to receive Gas at any Receipt Point on any Day, IGI's Gas delivery obligations shall be reduced for such Day in an equivalent amount.
4. **Gas Supply.** Susanville shall purchase its Gas supply requirements exclusively from IGI, except for any Gas purchased by Susanville during a Force Majeure event or as a result of an Event of Default that results in the suspension of performance or the termination of the Addendum and/or the AMA Transaction.
5. **Definitions.**

- (a) “Excess MDQ” shall mean the maximum amount of Gas over and above the MDQ that Susanville may purchase from IGI under this AMA Transaction on any Day, up to a total amount of 2,000 MMBtus/Day.
- (b) “Interstate Transport Costs” or “IT” shall mean (i) the Tuscarora Fuel charges from Malin into Tuscarora; (ii) the Tuscarora Pipeline’s FT Demand Charges; plus (iii) Commodity Charges, as all of the foregoing charges and costs are set forth in the Tuscarora Tariff and defined in Section 1.1 of the Asset Management Agreement.
- (c) “MDQ” shall mean the maximum amount of Baseload Gas that Susanville may purchase from IGI under this AMA Transaction on any Day during the Term being equal to the Released Capacity under the Addendum of such Day (1,000 MMBtus/Day); provided, however that the MDQ shall be further limited by the Individual Receipt Point MDQs set forth in Section 3 of the Special Terms and Conditions.
- (d) “Tuscarora Tariff” means the approved and effective FERC tariff for Tuscarora Gas Transmission Company.

8. Defined Terms. Any capitalized terms that are not otherwise defined herein, shall have the meaning set forth in the Base Contract or the Addendum. This AMA Transaction is subject to the terms of the Base Contract and the Addendum.

CITY OF SUSANVILLE

IGI RESOURCES, INC.

By: _____

By:

Name: _____

Name: Jason Williams

Title: _____

Title: Attorney-in-Fact

City Council Agenda Item

Submitted By: Jolene Arredondo, Deputy City Manager

Action Date: April 15, 2026

Subject: Consider **Resolution No. 26-6531**, authorizing the Finance Director to increase the Golf Course budget by \$5,000 for replacement of pressure relief valve

Presented By: Dan Newton, City Manager

Summary: The current pump system at the Diamond Mountain Golf Course is a Watertronics system and the replacement parts are very specific to Watertronics, this repair was not anticipated in the adoption of or mid-year adjustments to the 25/26 fiscal year budget. However, since opening the course in March of this year, the pressure valve is leaking and delaying necessary maintenance and repair of the pressure valve may result in pressure loss and potential shutdown of the irrigation system, adversely affecting golf course operations. The Golf Course Business Manager has received cost estimates and labor quotes for the pressure valve from Watertronics and Tri County Pumps and the estimated parts and labor total is anticipated to not exceed \$5,000.

Fiscal Impact: \$5,000 increase to the golf course budget

Action Requested: Consider Resolution No. 26-6531, authorizing the Finance Director to increase the Golf Course budget by \$5,000 for replacement of pressure relief valve and irrigation maintenance

Attachments:

1. 26-6531

RESOLUTION NO. 26-6531
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AUTHORIZING THE FINANCE DIRECTOR TO INCREASE THE DIAMOND MOUNTAIN
GOLF COURSE BUDGET BY \$5,000 FOR REPAIRS AND REPLACEMENT OF THE
IRRIGATION SYSTEM PRESSURE VALVE

WHEREAS, the City of Susanville owns and operates the Diamond Mountain Golf Course; and

WHEREAS, the golf course utilizes a specialized irrigation pump system manufactured by Watertronics, which requires specific replacement parts and maintenance; and

WHEREAS, following the reopening of the golf course in March of Fiscal Year 2025/2026, it was discovered that the system's pressure valve is leaking; and

WHEREAS, delaying necessary maintenance and repair of the pressure valve may result in pressure loss and potential shutdown of the irrigation system, adversely affecting golf course operations; and

WHEREAS, the need for this repair was not anticipated during the adoption of the Fiscal Year 2025/2026 budget or subsequent mid-year budget adjustments; and

WHEREAS, the Golf Course Business Manager has obtained cost estimates and labor quotes from qualified vendors indicating that the total cost for parts and labor is not expected to exceed \$5,000.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Susanville hereby authorizes the Finance Director to increase the Diamond Mountain Golf Course budget in the amount of \$5,000 for the repair and replacement of the irrigation system pressure valve and associated labor costs.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

City Council Agenda Item

Submitted By: Dan Newton, City Manager

Action Date: April 15, 2026

Subject: Consider **Resolution No. 26-6532**, awarding bid to All Season Heating and Air Inc. for the 2026 HVAC Renovation Susanville Fire Station Project Number 26-01.

Presented By: Dan Newton, City Manager

Summary: Pace Engineering has prepared plans and specifications for the renovation of the Fire Department HVAC system. The existing boiler system will be removed and replaced with an efficient heat pump system that will provide heating and add air conditioning to the Fire Department. The engineer's estimate for the work was \$330,800. Bids were received from All Season Heating and Air, Inc and Stone Co. Construction, Inc in the amounts of \$309,500 and \$529,160 respectively. All Season Heating and Air, Inc. is the lowest responsible bidder and pursuant to the California Public Contract Code is eligible to be awarded the construction contract.

Staff is recommending that the City Council approve Resolution No. 26-6532, awarding the construction contract to All Season Heating and Air, Inc. and authorizing the City Manager to do the following:

1. Execute the Construction Agreement
2. Execute Contract Change Orders in an amount not to exceed \$46,500 (approximately 15% Contingency)
3. Execute a hazardous materials abatement agreement with a qualified contractor in an amount not to exceed \$50,000 for asbestos abatement
4. Issue a Notice to Process upon receipt and execution of all necessary documents

Fiscal Impact: This project is funded by American Rescue Plan Act funds that are currently budgeted. The total authorized cost per Resolution No. 26-6532 is \$406,000.

Action Requested: Motion to approve Resolution No. 26-6532, awarding bid to All Season Heating and Air Inc. for the 2026 HVAC Renovation Susanville Fire Station Project Number 26-01.

Attachments:

1. 26-6532

RESOLUTION NO. 26-6532
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUSANVILLE
AWARDING BID TO ALL SEASON HEATING AND AIR INC. FOR
THE 2026 HVAC RENOVATION SUSANVILLE FIRE STATION
PROJECT NUMBER 26-01

WHEREAS, the City of Susanville (City) has received funding through American Rescue Plan Act (ARPA); and

WHEREAS, the City has obligated a portion of ARPA funds for the renovation of the HVAC System at the Susanville Fire Department; and

WHEREAS, the City has received two bids for the work as follows:

All Season Heating and Air, Inc.. - \$309,580.00
Stone Co. Construction Inc - \$529,160.00

WHEREAS, All Season Heating and Air, Inc. is the lowest responsible bidder at \$309,580.00; and

WHEREAS, the funding for this project is already included in the 2026/2027 FY budget.

NOW THEREFORE, be it resolved that the City Council does hereby:

1. Award bid to All Seasons Heating and Air, Inc. in the amount of \$309,580.00, and
2. Authorize the City Manager to execute construction agreement with All Season's Heating and Air, Inc., and
3. Authorize the City Manager to execute contract change orders in an amount not to exceed \$46,500 (approximately 15% contingency), and
4. Authorize the City Manager to execute hazardous materials abatement agreement with qualified contractor in an amount not to exceed \$50,000., and
5. Authorize the City Manager to issue a "Notice to Proceed" upon receipt and execution of all necessary documents.

APPROVED: _____
Mendy Schuster, Mayor

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing Resolution was adopted at a regular meeting of the City Council of the City of Susanville, held on the 15th day of April, 2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Heidi Whitlock, City Clerk

APPROVED AS TO FORM: _____
Margaret Long, City Attorney

City Council Agenda Item

Submitted By: Dan Newton, City Manager

Action Date: April 15, 2026

Subject: **Public Hearing** - Loves Travel Stop
Consider **PC Resolution No. 26-1200**, Certifying the Final Environmental Impact Report for the Susanville Travel Stop Project, **PC Resolution No. 26-1201**, Recommending the City Council amend the General Plan Map to Redesignate APN#107-280-017 to General Commercial/Shopping Center, **PC Resolution No. 26-1202**, Approving Architectural and Site Plan Review, Use Permit, and Sign Permit Together with Making Findings of Fact and Adopting a Mitigation Monitoring and Reporting Program for the Love's Travel Stop Project (APN 107-280-017)

Presented By: Dan Newton, City Manager

Summary: A separate detailed staff report is attached.

Fiscal Impact: California Department of Fish and Wildlife filing fee of approximately \$5,000 to be filed by City and reimbursed by the applicant.

Action Requested: Motion to approve PC Resolution No. 26-1200, Certifying the Final Environmental Impact Report for the Susanville Travel Stop Project, PC Resolution No. 26-1201, Recommending the City Council amend the General Plan Map to Redesignate APN#107-280-017 to General Commercial/Shopping Center, PC Resolution No. 26-1202, Approving Architectural and Site Plan Review, Use Permit, and Sign Permit Together with Making Findings of Fact and Adopting a Mitigation Monitoring and Reporting Program for the Love's Travel Stop Project (APN 107-280-017)

Attachments:

1. Detailed Staff Report - Planning Commission
2. Attachment 1 - Project Plans
3. Attachment 2 - PC 26-1200 EIR Resolution
4. Attachment 3 - PC 26-1201 General Plan Amendment Recommendation
5. Attachment 4 - PC 26-1202 ASPR UP SP
6. Attachment 4 - Exhibit A Conditions of Approval
7. Attachment 4 - Exhibit B CEQA Findings of Fact
8. Attachment 4 - Exhibit C MMRP
9. Attachment 5 - General Plan Consistency Checklist

10. Attachment 6 - Zoning Code Compliance Analysis
11. Attachment 7 - ASPR Analysis
12. UPDATE - Love's PP Presentation - Provided at meeting

CITY OF SUSANVILLE PLANNING COMMISSION
STAFF REPORT
April 15, 2026

APPLICANT	Love's Travel Stops
OWNER	Sierra Pacific Industries, Anderson, CA
REPRESENTATIVE	Lane Engineers, Inc, Tulare, CA
REQUEST	General Plan Map Amendment, Annexation, Zoning Map Amendment, Architectural & Site Plan Review, Use Permit, Sign Permit
ASSESSOR'S PARCEL NO	107-280-017
PARCEL SIZE	79.6 acres
LOCATION	Northwest corner of State Hwy 36 and Skyline Road
EXISTING ZONING	Limited Industrial District (M-L) (Lassen County Zoning Map)
SURROUNDING ZONING	North: Open Space along the River and C-2 East, South, West: Lassen County Zoning
SURROUNDING LAND USE	North: Susan River and retail shopping center anchored by Safeway grocery store on north side of the river East: SR 36 and vacant land on east side of the highway South: Union Pacific Railroad right of way and vacant land south of the railroad right of way West: Vacant land
EXISTING GENERAL PLAN DESIGNATION	Industrial Park (Lassen County General Plan) Light Industrial/Business Park (City of Susanville General Plan)
PROPOSED GENERAL PLAN DESIGNATION	General Commercial Shopping Center (City of Susanville)
ENVIRONMENTAL DETERMINATION	Final Environmental Impact Report prepared (SCH No. 2025011078)

COMMENTS RECEIVED BY CITY DEPARTMENTS:

1. **Building Department:** No comments received.
2. **Fire Department:** Through existing service and mutual aid, the Department would be able to respond to the increase in demand. Conditions of approval have been added to implement Fire Department requirements.
3. **Police Department:** The proposed development would increase the area and demand for police services, including monitoring for potential traffic violations, disturbances, or safety concerns and additional resources would likely be needed.
4. **Public Works Department:** Conditions of approval have been added to ensure implementation of city road and public facility standards.
5. **Susanville Sanitary District:** The District issued a statement of intent to own and operate the sewer main line serving the Love's Travel Stop and requested that the City submit a joint annexation application to LAFCO to include the Sanitary Sewer District.
6. **Lassen Municipal Utility District:** None received.
7. **Caltrans District 2:** A comment letter from Caltrans was received and is included/addressed in the FEIR.

EXECUTIVE SUMMARY:

Planning Commission is considering taking action on the following entitlements for the proposed Susanville Travel Stop: recommending a General Plan Land Use Amendment, Architectural & Site Plan Review (ASPR), a Use Permit, and a Sign Permit. As these are discretionary actions, they are subject to the California Environmental Quality Act (CEQA) and an Environmental Impact Report must be certified by the Planning Commission prior to project approvals. The following staff report includes a description of the project, analyses to determine consistency with City policy, compliance with City regulations, recommended conditions of approval, and findings to support the Commission's decision making process. The analyses support the Commissions' adoption of the following:

- Resolution Certifying the Susanville Travel Stop Project Environmental Impact Report (**Attachment 2**)
- Resolution recommending that the City Council adopt a resolution amending the General Plan Land Use Map (**Attachment 3**)
- Resolution conditionally approving Architectural & Site Plan Review, Use Permit, Sign Permit (**Attachment 4**)

PROJECT DESCRIPTION:

Overview

A complete application prepared by Lane Engineers was received by the City of Susanville on October 10, 2024 to construct a full-service Love's Travel Stop on approximately 14.15 acres of a vacant 79.6-acre parcel (APN 107-280-017) located immediately south of Susanville city limits and west of State Route (SR) 36.

The project entails annexation of the 79.6-acre parcel, amending the City of Susanville General Plan land use designation, authorizing annexation proceedings with the Lassen Local Agency Formation Commission (LAFCO), pre-zoning the parcel (to take effect upon annexation), and land use entitlements for development of the project (Architectural and Site Plan Review, Use Permit, and Sign Permit). Pre-zoning of the parcel will be initiated by ordinance at a subsequent public hearing. **Figure 1- Project Vicinity** identifies the parcel to be annexed, the portion of the parcel to be developed, and the City boundary in the vicinity of the project site. As entitlements are discretionary, the project is subject to the California Environmental Quality Act and an Environmental Impact Report was prepared in full compliance with the substantive and procedural requirements established therein.

As proposed, the Travel Stop would include a gas station with auto and truck fueling islands, convenience store, two fast food restaurants (Dunkin' Donuts and Arby's), truck rest area, an RV overnight parking area with dump station, and dog park. Additional features include above ground diesel storage tanks and below ground fuel storage tanks, trash enclosure, signage, on-site improvements, and landscaping. The Project also includes offsite improvements within the public right-of-way including an extension of Skyline Road for access, and extension of gas, water and sanitary sewer lines to the project site.

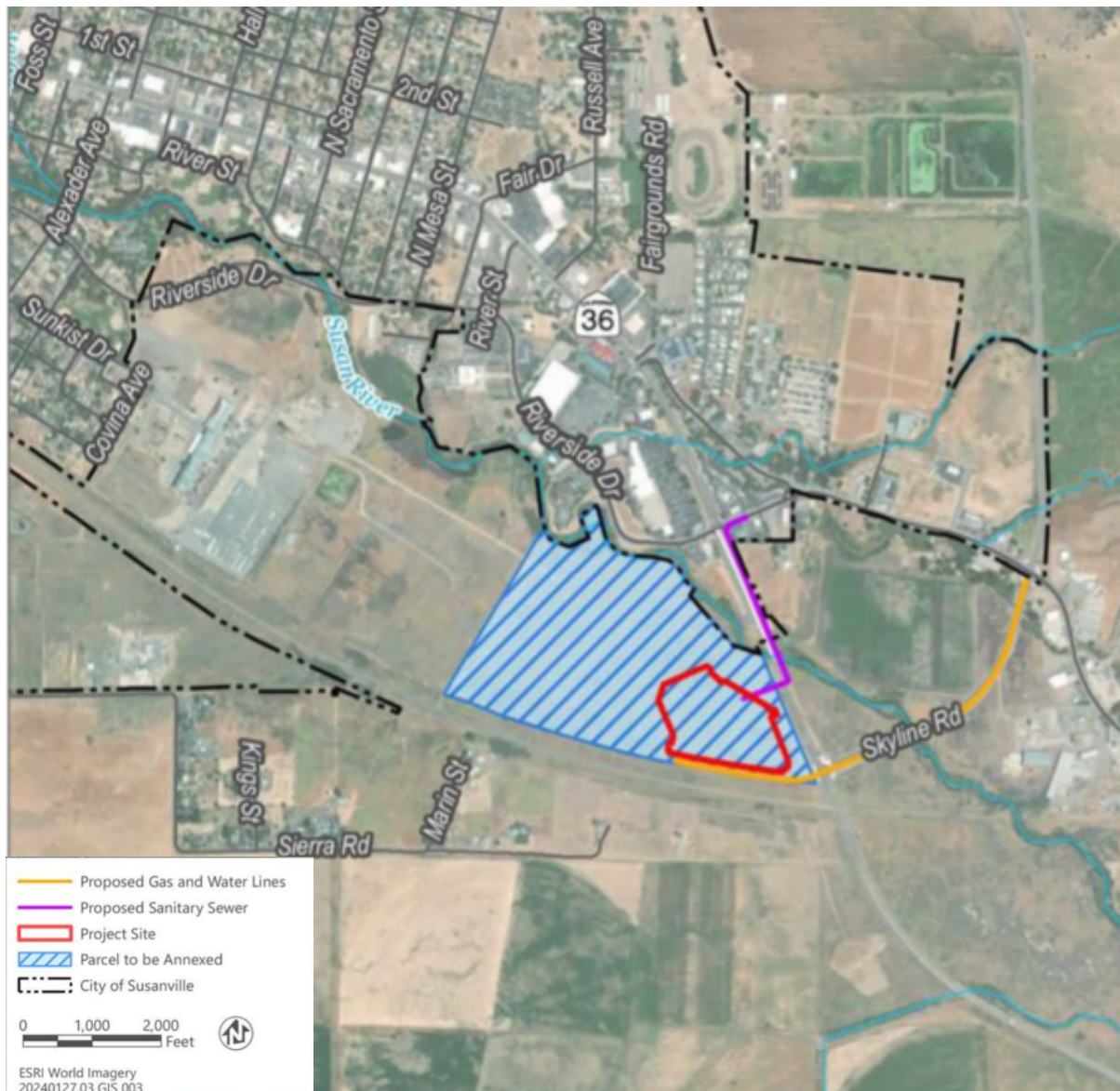


Figure 1: Project Vicinity. Source: Susanville Travel Stope Project Draft EIR, 2025.

Land Use and Zoning

The project site is within the City's Sphere of Influence (SOI), which is an area that has been identified for potential expansion of the City limits in the future. As such, the site has a City of Susanville General Plan land use designation of Light Industrial Business Park. This is consistent with the Lassen County General Plan designation of Industrial Park. Additionally, in the recently adopted City of Susanville Land Use Element (Figure LUD-4), the site was pre-zoned as Manufacturing (M).

The applicant requests a General Plan Map Amendment to change the land use designation of the site to General Commercial Shopping Center. The General Commercial Shopping Center land use designation allows a wide range of facilities for the sale of goods and provision of personal services. When applied along thoroughfares,

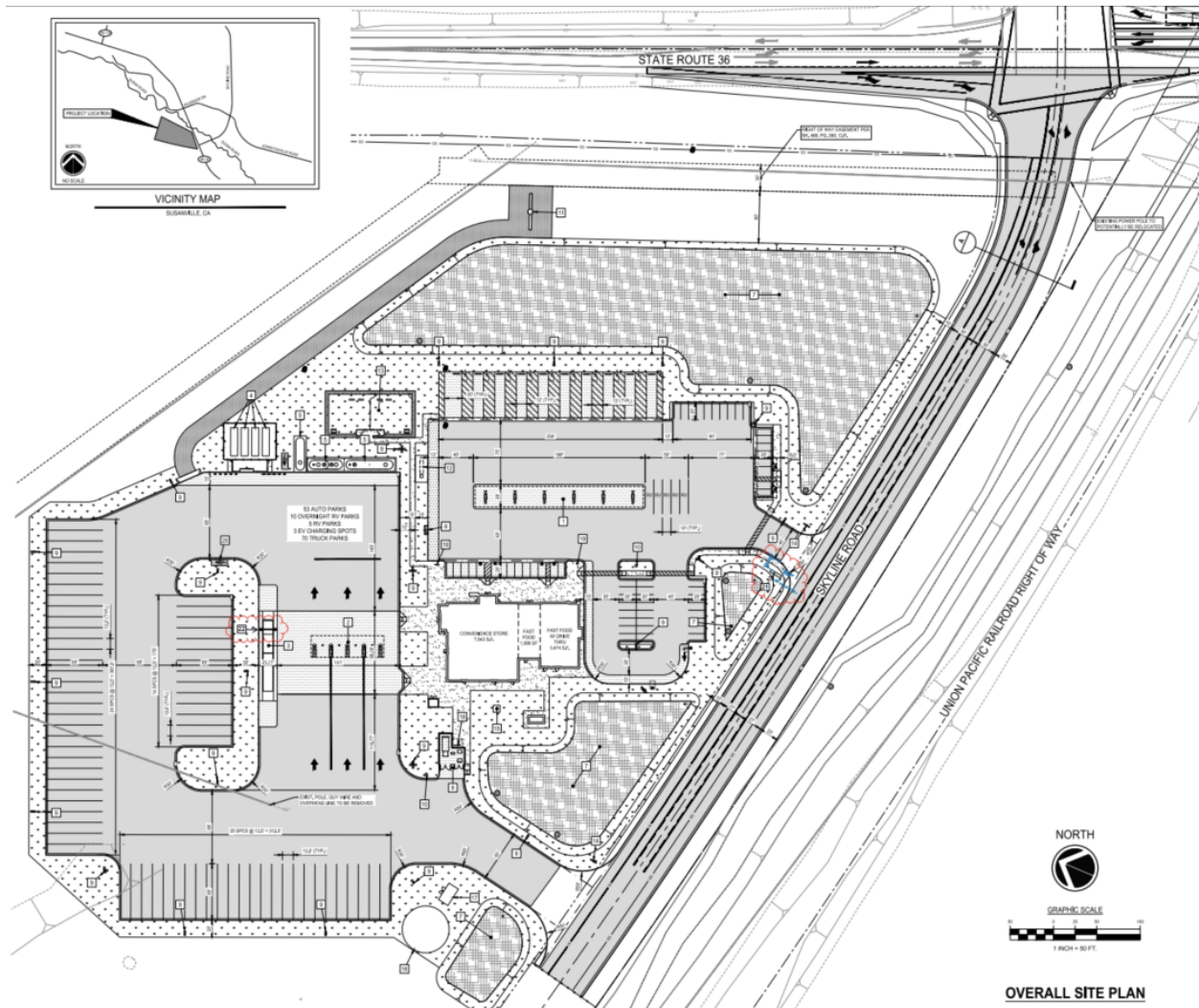
it is intended to accommodate a variety of commercial uses which include fast food and drive-through restaurants or food service, restaurants, service stations, and similar uses.

The applicant also requests a Zoning Map Amendment to change the site's zoning district to C-2 General Commercial Shopping Center. Although the list of conditionally permitted uses within the C-2 zone does not expressly mention a truck and travel stop, section 17.36.030 of the City's Municipal Code does include service stations, fast food restaurants (including drive-in and drive-through), recreation vehicle park, and shopping centers 80,000 square feet or larger in size (includes all buildings within the shopping center). Additionally, section 17.36.040 of the City's Zoning Code allows other uses permitted in the C-2 district that are found to be similar in character and impact to those listed in Sections 17.36.020 and 17.36.030.

Site Plan/Development

The applicant proposes to develop 14.15 acres on a vacant 79.6-acre parcel into a travel center at the intersection of Skyline Road and SR-36 (Main St.). A new 7,943 square foot convenience store and two new fast-food restaurants (1,588 sf and 3,474 sf) with a drive-through will be the center of the development.

The site would be accessible from a new extension of Skyline Road and would provide a truck stop with 70 truck vehicle parking spaces, a four-position truck fueling station, truck scale and four 12,000 gallon above ground diesel tanks, and trash enclosure accessible from the western driveway. The eastern driveway would provide access to a twelve-position passenger vehicle fueling station, ten overnight RV parking spaces, RV dump station, a 1,000-gallon above ground propane tank, dog park, bicycle parking, five RV parking spaces, three EV charging spaces, four ADA parking spaces, and 46 standard vehicle parking spaces. A 30,000-gallon underground gasoline storage tank and a 20,000-gallon split diesel/premium unleaded tank, and 20,000-gallon below ground diesel exhaust fluid storage tank will be located on the northern side of the development. Landscaping and bioretention facilities are proposed around the edges of the proposed development. The Overall Site Plan is provided in **Figure 2** and in **Attachment 1**.



Source: Lane Engineering, Inc. 2024

Figure 2: Overall Site Plan

Architectural Design

The project proposes the construction of a new 13,005 square foot slab-on-grade structure that would be used for a convenience store (7,943-square feet) and two fast food restaurants (5,062 square feet) with a drive-thru on the south side of the building. The building will also include men's and women's restrooms, showers, and a public laundry facility.

The proposed building would have an overall height of 23 feet with a maximum height of 25 feet on columns/projections. Building access will be provided through three sets of glass doors (one for each use) on the building frontage.

The exterior design includes a combination of textures, windows and exterior siding. Exterior materials will be a combination of modular brick façade, sand-pebbled Exterior Insulation Finish System (EIFS), painted metal, fiber cement panels, fiber cement lap siding, and glass windowpanes. The design includes a red painted awning along the

Arby's section, and pink and orange sand-pebbled texture finish on the Dunkin Donuts frontage. Signage for all three businesses is proposed to be integrated along the front elevation of the building.

The project will also construct canopies over the fueling stations which will have a maximum height of approximately 21± feet. The canopies will be painted yellow, orange and red and incorporate Love's logo and branding on all four sides.

A gated locking trash enclosure with trash compactor, recycling, and grease collection bins will be located inside the western driveway. No size or specifications for the trash enclosure were provided.

Circulation and Access

The site will be accessed from a newly constructed road that will extend Skyline Road approximately 1,200 feet along the project site's southerly property line from the intersection of SR-36 to the project site's western entrance. The new road will be a total of 54 feet wide with a center turn lane and one travel lane in each direction. SR-36 would be restriped to create a new right turn pocket from the northbound lane and a new left hand turn pocket from the southbound lane.

A 10-foot-wide sidewalk will be provided along the project's Skyline Road frontage from the intersection with SR-36 to the west entrance. No pedestrian access is proposed along the SR-36 frontage. Pedestrian access to the development is provided by a network of internal sidewalks and crosswalks to provide safe movement between the project components. The project will dedicate 0.57 acres of land to City/Caltrans at the intersection of Skyline Road and SR-36.

The internal circulation network separates commercial trucking traffic from automobile and RV traffic by providing separate entrances and areas that are separated by a 33-foot-wide landscaped area.

Off- and On-site Improvements

In addition to the new access road, the project proposes connecting to the City's water and gas services and the Susanville Sanitary Sewer District sewer system. New water and gas lines would be trenched under the Susan River and conveyed to the project site via a trench within the outer limits of the City's right-of-way from Johnstonville Road via Skyline Road.

Wastewater services would be provided by the Susanville Sanitary District. The project includes a new 1,800-foot-long sewer line route that would connect from the site at a point approximately 600 ft north from the SR 36/Riverside Drive intersection and would be bored under the Caltrans right-of-way from the west side of SR 36 to the east side of SR 36. The sewer pipeline would be hung from the eastern (downstream) side of the SR 36 bridge over the Susan River, and tie into the existing sanitary sewer manhole at the SR 36/Riverside Drive intersection. Upon finalization of sewer construction, the District would take ownership and operate the sewer line.

Electricity would be provided by the Lassen Municipal Utility District. Roof-top solar panels would be installed in accordance with the California Energy Code requirements and would produce an estimated 51,000 kWh/year. Existing overhead electrical lines are located along Skyline Road and adjacent to SR 36 and those that are within the construction footprint would be relocated prior to construction and the project would tie-in to these.

Stormwater would be treated in stormwater bioretention basins installed onsite. From the onsite bioretention facilities, stormwater would flow through a new underground drainage pipe that would discharge southeast to an existing 24" drainage culvert located under SR 36. Any onsite overflow would be captured by the drainage swale along the abandoned Union Pacific Railroad right-of-way before flowing into the existing culvert.

Solid waste collection would be provided by C&S Waste Solutions.

Landscaping, Lighting, and Site Furnishings

As shown in **Figure 3**, landscaping includes both planting areas and surface treatments (1.5-inch and 4- to 6-inch rock) over approximately 122,255 square feet of the project site. Landscaped areas account for approximately 23 percent of the developed portion of the site, and the total pervious area is approximately 43 percent. A total of 89 trees are proposed, including 72 trees in 24-inch box containers and 17 trees in 15-gallon containers. In addition, three species of shrubs in 1-gallon containers and three species in 5-gallon containers are proposed.

A dog park area surfaced with hybrid Bermuda grass sod is proposed north of the overnight RV spaces. Other landscaped areas would be covered with 4- to 6-inch cobble rock and 1½-inch rock mulch. Bioretention areas would be covered with a three-inch layer of organic mulch, and parking areas would be paved with asphalt concrete.

On site lighting would consist of high-mast LED fixtures and LED canopy lighting. Lighting would be mounted on 43' poles in truck areas and 33' poles in auto areas. Lighting would be interspersed along the outside perimeter of parking areas, at the driveway entrances, and throughout the interior of the site. Specifications on exterior building/façade lighting was not provided.



LEGEND

TREES

	GINKGO BILBOA 'MAGYAR'	MAGYAR MAIDENHAIR TREE	24" BOX
	CERCIS CANADENSIS	EASTERN REDBUD	24" BOX
	LOCUST ROBUSTA 'PURPLE ROBE'	PURPLE ROBE LOCUST	24" BOX
	MALUS TRANSITORIA 'GOLDEN RAINDROPS'	GOLDEN RAINDROPS CRABAPPLE	15 GAL
	PISTACIA CHINENSIS	CHINESE PISTACHE	24" BOX
	PRUNUS VIRGINIANA 'CANADA RED'	CANADA RED CHOKEBERRY	15 GAL

TURF

	HYBRID BERMUDA GRASS FROM SOD
--	-------------------------------

SHRUBS AND GROUNDCOVERS

	CHAENOMELES S. 'TOYO-NISHIKI'	TOYO-NISHIKI FLOWERING QUINCE	5 GAL
	COTONEASTER HORIZONTALIS	ROCK COTONEASTER	1 GAL
	FORSYTHIA X 'SPRING FLINGS'	SPRING FLING FORSYTHIA	5 GAL
	POTENTILLA F. 'GOLD DROP'	GOLD DROP CINQUEFOIL	1 GAL
	YUCCA WHIPPLEI	CHAPARRAL YUCCA	5 GAL
	ZAUSCHNERIA 'ORANGE CARPET'	ORANGE CARPET CA FUCHSIA	1 GAL

OTHER

	4-6" COBBLE ROCK
	1 1/2" ROCK MULCH
	PROPOSED BIORETENTION AREA, W/ 3" OF ORGANIC MULCH PER CIVIL PLANS

Source: Sierra Designs, Inc. 2025

Figure 3: Landscape Plan.

Open Space

The project is located on a 79.6-acre parcel and proposes development on 14.15 acres. The remainder of the site will be undeveloped.

Signage

The project includes a request for a 50-foot-tall freestanding sign along SR 36 with a sign face area of 1,171 square feet. The purpose of this request is to allow truck drivers to plan

their maneuver and exit SR 36 to turn into the site. The 50-foot-tall sign is designed to include logos for Love's and Arby's, at the top, the gas prices in the middle of the sign, and "Dunkin'" and "Welcome of Susanville" signs at the bottom. Gas prices would be digital displays and the other signs would be internally illuminated cabinet signs.

The project also proposes a second freestanding sign along Skyline Road with a height of 25 feet and a sign face area of 406 square feet, and a third freestanding sign is proposed above the truck scale with a height of 21.5 feet and a sign face area of 230 square feet. In addition, signage is proposed on the building façade for each business on the primary frontage and for one business on each of the side elevations. Love's signage is also integrated into the design of the fueling canopies on all four sides.

ANALYSIS:

Overview

The approval of the requested land use entitlements require that the project be consistent with the City's General Plan and comply with the City's Zoning Ordinance. Entitlement specific analysis is provided for ASPR, the Use Permit, and Sign Permit. A discussion of the environmental review process and the environmental impacts of the project are also discussed.

General Plan Consistency Analysis

The project proposes a General Plan Amendment (GPA), **Attachment 3**, as discussed herein. Per CA Government Code section 65358(a), if the City Council deems it to be in the public interest, it may amend the City's General Plan. Amendments of mandatory general plan elements (which includes the Land Use Map of the Land Use Element) may not occur more than four times during any calendar year (CAGC 65358(b)). The proposed amendment would be the City's first General Plan amendment in 2026.

A site's zoning district must be consistent with its General Plan land use designation which requires the City Council to adopt an ordinance pre-zoning the site. The applicant has requested pre-zoning and a condition of approval has been added to require the adoption of the pre-zoning ordinance and annexation of the site into the City limits prior to any entitlements taking effect.

Recommended Condition of Approval

5. Land use entitlements approved shall only take effect after the effective date of the City Council Ordinance pre-zoning the property General Commercial Shopping (C-2) and after the annexation of the project site into the City of is final and recorded.

A summary of the project's consistency with the applicable goals and policies of the General Plan is provided below. A detailed analysis the project's consistency with each applicable policy is provided in **Attachment 5**.

Land Use Element

The project site is currently located in unincorporated Lassen County and designated

Industrial Park under the Susanville Vicinity Area Plan (County General Plan). As the site is within the City's Sphere of Influence (SOI), it is also designated on the City of Susanville General Plan land use map as Light Manufacturing. The applicant requests annexation to the City of Susanville. The Annexation request is consistent with Land Use Policy LUD-6.1 to annex contiguous land as well as policies LUD 6.3 to encourage annexation prior to development, and Policy 6.6 to extend utilities and municipal services upon annexation and in conformance with the City of Susanville General Plan.

The applicant is requesting a General Plan Amendment (GPA) to redesignate the property to General Commercial/Shopping Center. The General Commercial/Shopping Center designation is intended to accommodate a wide range of commercial uses serving both local and regional needs. When located along major transportation corridors, the designation contemplates uses such as service stations, restaurants (including drive-through facilities), and related commercial services. The proposed Travel Stop includes fuel sales (automobile and truck), convenience retail, quick-service restaurant with drive-through, and RV-related services and is consistent with the types of uses contemplated within this General Plan land use designation.

Additionally, Policy LUD-3.3 which requires distinctive and high-quality building design is addressed through the Architectural Site Plan Review and conditioned accordingly (see below).

General Plan Policy LUD-5.5 states that the City shall encourage agricultural land preservation within and outside the city boundaries. While the project site was used for agricultural purposes in the past, it is currently vacant and it is designated in both the County and City General Plans for industrial development and would therefore not conflict with this policy.

Additionally, Policy LUD-8.2 requires that the City ensure zoning designations and maps are consistent with the City's Land Use Map. The applicant has requested a Zoning Map Amendment to zone the site as General Commercial/Shopping Center (C-2) which would be consistent with this policy.

Upon approval of the requested General Plan Amendment and with site specific conditions of approval, the Travel Stop would be consistent with the City's General Plan Land Use designation and the goals and policies referenced in the sections below.

Community Character

The General Plan promotes appropriate siting of commercial development along major transportation corridors, high-quality architectural design, compatibility with surrounding land uses, and mitigation of operational impacts such as noise, lighting, and traffic. Through adherence to the City's Design Guidelines and the Architectural and Site Plan Review and Sign Permit process, the community character and commercial development policies of the General Plan are implemented.

The project's location along SR 36, with access from a signalized intersection and

separated circulation for trucks and passenger vehicles, supports corridor-oriented commercial development while minimizing conflicts.

Policy L of the Community Character Element requires the City to provide public access to and along the Susan River from the nearest public streets and walks. The purpose of this policy is to create a riverfront route for pedestrians and bicyclists along the river's edge for its full length within Susanville as is further clarified by Action 43 in the Open Space, Parks, Recreation, and Childcare element, which directs the City to obtain easements to accommodate the facilities and construct trails as shown in Figure 7-4 of the City of Susanville General Plan. To implement this policy and action, a condition of approval requires the property owner to provide a public access easement or irrevocable offer of dedication of land to the City of Susanville along the Susan River for the entire length which borders/is within the property.

Recommended Condition of Approval

6. Prior to issuance of grading or building permits, the applicant shall provide an official copy of the property title and parcel map for recordation showing an irrevocable offer of dedication to the City of Susanville of the portion of the property that borders the Susan River as follows: Approximately 3,000 feet in length starting at the existing Susanville City limit line at SR-36 and extending to the northwestern property line and 20 feet wide starting at the southern top-of-bank of the Susan River.

Policy ac and ab of the Community Character Element provide guidance on signage including reducing the number of overly large, bright signs and making signs more attractive and readable. Through the Sign Permit process and related conditions of approval as discussed in the Sign Permit section below, the project is consistent with the General Plan.

As conditioned, the project is consistent with General Plan policies related to community character and commercial development quality.

Circulation Element Consistency

The Circulation Element emphasizes roadway safety, Complete Streets principles, and efficient function of major corridors including SR 36.

Access via the existing signalized Skyline Road/SR 36 intersection, along with proposed turn lanes and circulation improvements, supports safety and operational efficiency.

With implementation of proposed roadway improvements and through the conditions established by the Public Works department, the project is consistent with Circulation Element policies promoting safety and corridor functionality.

Recommended Conditions of Approval

7. The project proponent must provide a grading plan and a drainage report demonstrating that the project will not have negative impacts to the state highway and its drainage features. The report must include an analysis of the proposed retention

feature (s).

8. Include 8-phase signaling for the intersection of SR/36 and Skyline Road.
9. Provide a fair share contribution toward the construction of a bike lane along the property frontage on State Route 36.

Economic Development Goals.

The General Plan supports commercial development that strengthens the City's economic base and provides services to residents and visitors. The project would provide commercial services to regional travelers and residents, generate tax revenue, and create employment opportunities. The project supports the General Plan's economic development objectives by expanding commercial services and contributing to the local tax base and employment opportunities.

Community Health, Safety, and Conservation Policies.

The EIR evaluates environmental topics including air quality, noise, biological resources, and cultural resources. In general, implementation of mitigation measures identified in the Mitigation, Monitoring, and Reporting Program, and compliance with applicable regulations, the project would be consistent with General Plan policies related to environmental protection and public health and safety.

Policy g requires that the City consider the maintenance and improvement of air quality as part of development review for new construction and/or expansion of existing uses or structures. In order to limit the effects of the project on both air quality and potential noise, the following conditions of approval are recommended for consistency with General Plan policies.

Recommended Conditions of Approval

10. Signage shall be posted in the overnight truck parking area with "IDLING LIMITED TO 5 MIN."
11. The site operator shall require Recreational Vehicles to plug into the site's electrical services and the use of generators by Recreational Vehicles shall be prohibited and signage posted accordingly.
12. The Applicant shall require all project contractors to use properly maintained mufflers on construction vehicles to meet EPA standards established under the Federal Noise Control Act of 1972 for new equipment.
13. During construction, stationary construction equipment, such as compressors, shall be placed as far as possible from the residential areas to the south.

Additionally, Action program 50 directs the City to use development review and the zoning ordinance to require project features that enhance police and neighbor surveillance of property, and that deter criminal activity. To address potential safety issues, a condition of approval has been recommended.

Recommended Condition of Approval

14. Prior to issuance of a certificate of occupancy, security surveillance video cameras

shall be installed and maintained in good working order to provide coverage on a 24-hour basis of all internal areas and building entrances. The security surveillance cameras shall be oriented in a manner that provides clear and certain identification of all individuals within those areas. Cameras shall remain active at all times and shall be capable of operating under any lighting condition. Security video must use standard industry format to support criminal investigations and shall be maintained for 60 days.

Zoning Code Compliance Analysis

The project proposes a zoning amendment from the pre-zoned Manufacturing (M) to General Commercial and Shopping Center (C-2), which requires adoption of a Zoning Map Amendment Ordinance. As noted above, a condition of approval has been added to clarify that entitlements will not take effect until the Zoning Ordinance Amendment to pre-zone the site takes effect, and the site has been annexed into the City of Susanville. The proposed zoning amendment will be presented to the Planning Commission and City Council for consideration at a future public hearing.

According to Susanville Municipal Code (SMC) Section 17.36.010, the purpose of the C-2 district is *“to provide for a wide range of facilities for the sale of goods and provision of personal services.”* Properties located along major thoroughfares within the C-2 district may accommodate a variety of commercial uses including outdoor sales, fast-food and take-out food service, restaurants, personal care services, automobile repair (excluding heavy trucks), rental services, motels, automobile sales and service, offices, and similar commercial uses.

Uses permitted by right in the C-2 district include *“any general retail commercial structure or shopping center under 80,000 square feet in size.”* Uses allowed subject to approval of a Use Permit include *“fast food restaurants, including drive-in and drive-through restaurants,” “drive-through establishments,” “recreational vehicle parks,”* and *“service stations.”* The proposed travel stop combines elements of these uses, including fuel sales, fast-food restaurants with drive-through service, overnight RV parking, and related traveler services.

Although a travel stop is not specifically listed as a permitted use in the C-2 district, the City Manager determined that the proposed use is similar in character to uses permitted in the district (e.g. fast food and drive-through restaurants or food service, restaurants, service stations, and similar uses). This determination complies with the authority established under SMC Section 17.36.040 (Other Permitted Uses).

SMC Section 17.36.050 establishes development standards for projects within the C-2 district. The proposed project generally complies with the applicable quantitative standards for building height, setbacks, parking, and drive-through stacking as detailed in **Attachment 6**. However, to ensure compliance with the development standards in this section, conditions of approval have been added.

Recommended Conditions of Approval

15. Prior to issuance of building permits, the applicant shall submit elevation drawings for the trash enclosure demonstrating compliance with SMC Section 17.36.050(J).
16. Prior to issuance of building permits, final site plans shall be submitted and include one loading space meeting the requirements of SMC Section 17.100.120 (minimum 12 feet by 30 feet).

Landscaping Standards Compliance

Zoning Code Section 17.96.040 (A) provides the landscaping requirements for parking areas with five or more spaces and 20 or more spaces which includes the following requirements:

- A minimum 10-foot landscaped strip along public street right-of-way lines
- One tree per 30 feet of street frontage
- One shrub per 25 square feet of planting area (grass may be substituted for shrubs)
- Ten percent of the parking area must be landscaped.
- Landscaping must be located within or adjacent to the parking area.
- One tree per eight parking spaces must be provided.
- A landscaped area at least 140 square feet in size is required for every 12 parking spaces.
- Automobile parking areas are proposed along both project frontages, and RV parking is proposed along the SR 36 frontage. These parking areas are approximately 385 feet wide and are set back approximately 300 feet from SR 36.

SMC Section 17.96.040(B) allows landscaping to consist of both plant and non-plant materials provided that at least 50 percent of the required landscaped area consists of living plant material, based on mature plant size.

Additionally, SMC Section 17.96.040(F) requires that all plant material within a 30 foot triangle at the intersection of streets, and a 15 foot triangle at the intersection of driveways and streets, shall be no more than two feet in height above the curb level, except for trees which are trimmed so that no branches extend lower than six feet above the curb. A condition has been added to require compliance with this standard.

SMC Section 17.96.040(G) allows for modification of the above standards to achieve an equal or greater excellence in arrangement, design or attractiveness than would be realized by the normal standards of this section if a use permit is obtained.

As proposed, the project includes three primary parking areas:

1. South Parking Area – approximately 16,900 sq. ft. with 24 automobile parking spaces
2. East Parking Area – approximately 100,000 sq. ft. with 32 automobile spaces and 15 RV spaces
3. Truck Parking Area – approximately 200,000 sq. ft. with 70 truck parking spaces

A 20-foot-wide strip of cobble rock mulch surrounds most parking areas, except where parking areas are adjacent to buildings and pedestrian walkways and a 60-foot-wide strip

of rock mulch is proposed along the SR 36 frontage; however, the plans do not show trees or shrubs along the SR 36 right-of-way line.

Parking areas along Skyline Road are set back at least 45 feet from the property line and are separated from the roadway by a 30-foot-wide landscaped strip containing trees spaced approximately 30 feet apart. No shrubs or grass are proposed within this frontage landscape area.

As designed, the project does not comply with the landscape standards. However, 17.96.040(G) allows for an alternative landscape plan with a use permit. As the strict application of the landscaping standards could create visual obstacles and impediments to circulation, landscaping conditions have been established that require trees and landscaping around the perimeter of the site.

Recommended Conditions of Approval

17. All plant material and signage within a 30 foot triangle at the intersection of streets, and a 15 foot triangle at the intersection of driveways and streets, shall be no more than two feet in height above the curb level, except for trees which are trimmed so that no branches extend lower than six feet above the curb.
18. To comply with the tree requirement along SR 36 frontage, the landscape plan shall be revised to include one tree for every 30 feet of street frontage planted within 110 feet of the right-of-way and along the northern boundary of the developed area and freestanding sign access road.
19. One shrub per 25 square feet of the required 10-foot planting area shall be provided along both the SR 36 and Skyline Road frontages and along the northern boundary of the developed area and freestanding sign access road. Grass may be substituted for shrubs at the applicant's discretion.
20. Living plant material shall be added to landscaped areas surrounding the parking areas to demonstrate that at least 50 percent of the required landscape area will consist of living plant material at maturity.
21. The site operator and property owner are responsible for ensuring all landscaping is kept clean and free of trash and debris and kept in healthy condition and consistent with the landscaped design in the final approved plans.

Architectural and Site Plan Review

Pursuant to Susanville Municipal Code (SMC) Section 17.36.050(K), Architectural and Site Plan Review (ASPR) is required and subject to the City of Susanville Design Guidelines, adopted July 17, 2002, as may be amended. The Design Guidelines address the following project elements: site plan, architecture, off-street parking, landscaping, exterior lighting, signs, and art. A summary of the project's consistency with the guidelines is provided below and a detailed listing of each applicable guideline and the project's consistency with each guideline is provided in **Attachment 7**.

The proposed Love's Travel Stop has been designed in a manner generally consistent with the City's Design Guidelines pertaining to site planning, grading, drainage, and integration with natural features. The 13,005-square-foot convenience store building has

a maximum height of approximately 23–25 feet and incorporates articulated façades and neutral base colors with limited accent colors consistent with the design guidelines. The project includes perimeter and internal landscaping, including bioretention areas serving both aesthetic and stormwater functions.

Conditions of approval are required to ensure the project is consistent with equipment screening requirements, lighting guidelines, landscaping, and signage. Signage is analyzed and conditions are discussed below under Sign Permit.

Recommended Conditions of Approval

22. Rooftop mechanical equipment shall be fully screened from public view.

23. Prior to issuance of a building permit, the applicant shall provide a final plan set showing all proposed lighting specifications. No lighting shall be installed above 24' in height and shall have full cutoff fixtures and shielding of the light source in compliance with glare and spillover standards.

The architectural character of surrounding development along this section of SR 36 is predominantly commercial in nature, typically consisting of stucco exterior finishes and flat roofs with mansard-style accents and parking areas located between the building and adjacent streets. Therefore, as conditioned, the architectural and general appearance of the buildings, structures, and grounds are in keeping with the character of the neighborhood and the use will not be detrimental to the orderly and harmonious development of the City. Approval of the ASPR is included in the Architectural & Site Plan Review, Use Permit, & Sign Permit Resolution (**Attachment 4**).

Use Permit Review

Approval of a Use Permit requires the Planning Commission to make the following finding:

The establishment, maintenance, or operation of the use, building, or facilities will not be detrimental to, or contrary to, the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of the proposed use, nor will it be detrimental or injurious to property or improvements in the neighborhood or to the general welfare of the City.

As discussed in this staff report, the proposed development, with site specific conditions of approval would be consistent with the City's General Plan and Design Guidelines and comply with the development standards for the C-2 zoning district. Further, as discussed in the Environmental Impact Report, the project would have less than significant impacts on the environment. As such, the proposed travel stop, which includes overnight RV parking, truck parking, convenience store, two fast-food restaurants, and fuel sales, will not be detrimental to the health, safety, peace, comfort, or general welfare of persons residing or working in the vicinity due to its design, site layout, and location. Approval of the Use Permit is included in the draft Resolution approving Architectural & Site Plan Review, Use Permit, & Sign Permit (**Attachment 4**).

Sign Permit Review

The applicant proposes 11 wall signs on the building and eight on the fuel dispenser canopies, three freestanding pole-mounted signs, and eight directional signs. Per SMC section 17.128.070, building signs shall not exceed a combined size of one-and-one-half square feet in area for each linear foot of building frontage. Two freestanding signs not to exceed 150 square feet each (75 square feet per side for a double-faced sign), 15 feet in height, and set back a minimum of 12 feet from the road right-of-way are allowed. Directional signs (referred to as “incidental and traffic control signs” in the SMC) are exempt from a sign permit.

SMC section 17.18.130(F) allows exemptions from the sign standards for sign size and height, among other criteria, subject to Planning Commission approval of a use permit. To approve a use permit for a sign the applicant is required *“to demonstrate that practical difficulties or hardships would otherwise be caused and the exception applied for is the most suitable and effective in relation to the location or terrain of the site or from the standpoint of the intended viewer.”*

A total of 11 wall signs with an aggregate sign face area of 347.4 square feet are proposed. Six wall signs are proposed on the front (east) elevation, one is proposed on the left (south) elevation, and four are proposed on the right (north) elevation. Based on the building frontage, the maximum wall sign area allowed is 403 square feet. One 23.39-square foot sign is proposed on each side of both fuel dispenser canopies for a total of eight wall signs on the canopies. Preliminary plans for the location and sizes of the signs are detailed in **Attachment 6**. Except for the freestanding signs, all the proposed signs comply with the criteria of the SMC.

A 50-foot tall freestanding sign with a double-sided sign face area of 1,171 square feet (including both sides) is proposed along the SR 36 frontage. The sign would contain a total of 60 characters (letters and numerals) with one sign for each of the three businesses on the site, two fuel price signs, and a “Welcome to Susanville” sign. As proposed, the freestanding sign face area and sign height exceed the maximums allowed by over 780% and 330%, respectively. A second freestanding sign (identified in the plans as a “Street Sign”) is proposed along Skyline Road just west of the first driveway entrance. It is 25 feet tall and has a total sign face area of 406 square feet (including both sides). The sign has one sign for each business on the site and five fuel price signs. A third freestanding sign is proposed above the truck scale with a height of 21.5 feet and a sign face area of 230 square feet (including both sides). The truck scale is adjacent to the west side of the truck fuel dispenser canopy and would be shielded from Skyline Road by the canopy and is setback approximately 700 feet from SR 36.

Using the US Sign Council (USSC) guidance for signage size, the applicant’s analysis for the freestanding sign along SR 36 shows that sign area of 278 square feet per side is required. The applicant’s analysis accounts for 60 characters (all letters and numerals) and a travel speed of 50 miles per hour. Per the USSC guidance a Viewer Reaction Time of approximately 8 seconds is appropriate and for which 588 feet represents the approximate distance required for drivers to detect a sign, read the information, and safely maneuver toward the destination. Using the USSC’s formula to calculate text height

legible at 588 feet, the copy on the sign should be about 16 inches high and to accommodate 60 characters, space between the characters, margins around the characters and sufficient background contrast to achieve the USSC sign design guideline of approximately 60 percent negative space (background), the total sign area would need to be approximately 278 square feet per side. At 585 square feet per side, the proposed sign is more than twice the size recommended by the USSC guidelines.

Based on the USSC legibility methodology, while increased visibility distance may improve awareness of the site, it does not appear that a 50-foot-tall 1,171 sf sign is necessary to comply with USSC Guidelines, and the following condition of approval has been added. A USSC legibility analysis of the appropriate size and height of the freestanding sign along Skyline Road was not provided.

Recommended Conditions of Approval

24. The applicant shall provide an analysis of the minimal sign height and size necessary for legibility of the freestanding sign along SR 36 and along Skyline Road using the methodology provided in the US Sign Council guidelines and reduce the height and size of the signs accordingly. Revised sign plans shall be subject to review and approval by City staff.

Approval of the Sign Permit is included in the draft Resolution approving Architectural & Site Plan Review, Use Permit, & Sign Permit (**Attachment 4**).

COMMUNITY CORRESPONDENCE:

On December 17, 2025, the City released a Notice of Availability for the Draft Environmental Impact Report. In addition to comments on the environmental impacts of the project which are addressed in the Final EIR, comments regarding the merit of the project were shared with the City during that process. Several comments were received supporting the project noting the benefits of a safe location for trucks to stop, new job opportunities, and benefits to the local economy.

Additionally, community members expressed concern about the potential for increased criminal activity and drug use on the site, impacts on other/similar local businesses, the scale and location of the project, impacts on the quality of life and character of the area and livestock behavior, and access to the rail trail.

A Notice of Public Hearing was published in the Intermountain News and mailed to property owners within 300 feet of the project site on April 3, 2026.

ENVIRONMENTAL REVIEW:

In accordance with the California Environmental Quality Act (CEQA) (Public Resources Code §21000 et seq.) and the State CEQA Guidelines (14 CCR §15000 et seq.), a Draft Environmental Impact Report (Draft EIR) was prepared for the proposed Love's Travel Stop project. The Draft EIR evaluates the potential environmental impacts associated with

annexation of the project site into the City, pre-zoning of the property, development of the travel stop facility, and long-term operation of the use.

Notice of Preparation (NOP) for the EIR along with an Initial Study were published on January 31, 2025. The Initial Study identified that the project could have potentially significant impacts on Air Quality, Biological Resources, Cultural Resources, Energy, Geology/Soils, Greenhouse Gas Emissions, Noise, Transportation, Tribal Cultural Resources, Utilities/Service Systems, and Mandatory Findings of Significance. The NOP initiated a 30-day public comment period that ran from February 3, 2025, through March 5, 2025. A total of five public comments were received along with letters from the Native American Heritage Commission, California Department of Fish and Wildlife, California Department of Transportation, and Lassen County.

Following publication of the NOP, a Draft Environmental Impact Report was prepared and published on December 17, 2025 and initiated a 45-day public and agency review period that ran through January 31, 2026. The Draft EIR analyzes project-level and cumulative impacts across all environmental issue areas identified in CEQA Guidelines Appendix G. The document identifies feasible mitigation measures to reduce environmental effects and evaluates alternatives capable of reducing significant impacts. A Mitigation Monitoring and Reporting Program (MMRP) has been prepared in compliance with CEQA Guidelines Section 15097 to ensure implementation of adopted mitigation measures.

The DEIR concluded that all impacts from the project would be less than significant or would be reduced to a less-than-significant level with the implementation of mitigation measures. Specifically, the DEIR found that the project would have less than significant impacts to Aesthetics, Air Quality, Energy, Greenhouse Gas Emissions, Noise and Vibration, Transportation, and Utilities and Service Systems.

The DEIR found impacts to Biological Resources, Cultural Resources, Geology and Soils, and Tribal Cultural Resources would be potentially significant but through the implementation of established mitigation measures, impacts would be less than significant. Additionally, the DEIR concluded that the project would not result in a cumulatively considerable contribution to a significant cumulative impact.

The City received comments from 20 members of the public and from three State agencies: Caltrans, California Department of Fish and Wildlife, and California Department of Conservation Geologic Energy Management Division. Upon completing review of the public and agency comments, Ascent prepared a Final Environmental Impact Report which included a response to comments. As required, the FEIR, including responses to comments received from State Agencies, was made available at least ten-days prior to considering project approvals. Certification of the EIR is required prior to project approvals. The Draft and Final EIR can be found on the City's website at <https://ceqanet.lci.ca.gov/2025011078/3>.

The EIR establishes ten mitigation measures (MM 3.3-2a, MM 3.3-2b, MM 3.3-2c, MM 3.3-3, MM 3.3-4, MM 3.4-1a, MM 3.4-1b, MM 3.6-1, MM 3.10-1a, and MM 3.10-1b) that

reduce the project's impacts to biological resources, cultural resources, geologic (paleontological) resources, and tribal cultural resources and which are included in the Project's Mitigation, Monitoring, and Reporting Program (MMRP) which is included as Exhibit B of **Attachment 4**.

Recommended Condition of Approval

25. The project applicant/operator and property owner shall implement all mitigation measures in the Mitigation, Monitoring, and Reporting Program certified as part of the environmental impact report certified by the City on April 15, 2026.

STAFF RECOMMENDATION:

Staff recommends the Planning Commission take the following actions:

1. Adopt a resolution certifying the Susanville Travel Stop Project EIR.
2. Adopt a resolution recommending that the City Council amend the General Plan Land Use Map changing the land use designation of the subject property from Light Industrial/Business Park to General Commercial Shopping Center.
3. Adopt a resolution approving the Architectural & Site Plan Review, Use Permit, Sign Permit, subject to conditions of approval.

ATTACHMENTS:

- | | |
|---------------|--|
| Attachment 1: | Project plans |
| Attachment 2: | Resolution Certifying the Susanville Travel Stop Project Environmental Impact Report |
| Attachment 3: | Resolution Recommending that City Council Amend the General Plan Land Use Map |
| Attachment 4 | Resolution approving Architectural & Site Plan Review, Use Permit, & Sign Permit |
| | Exhibit A – Conditions of Approval |
| | Exhibit B – Findings of Fact |
| | Exhibit C – Mitigation, Monitoring, and Reporting Program |
| Attachment 5: | General Plan Consistency Analysis |
| Attachment 6: | Zoning Code Compliance Analysis |
| Attachment 7: | Architecture & Site Plan Review Analysis |

NOTES:

- SEE TOPOGRAPHIC SURVEY FOR EXISTING GRADES.
- SEE PRELIMINARY GRADING PLAN FOR PROPOSED GRADES.
- ALL RADII IN TRUCK PARKING AREA IS 10' U.O.N.
- ALL RADII IN AUTO PARKING AREA IS 3' U.O.N.

KEYNOTES:

1	AUTO FUELING ISLAND	11	HIGH-RISE SIGN (75' TALL, 1,050 SF)
2	TRUCK FUELING ISLAND	12	PROPANE TANK
3	TRUCK SCALE	13	DOG PARK
4	ABOVE GROUND DIESEL STORAGE TANKS	14	DIRECTIONAL SIGN
5	BELOW GROUND STORAGE TANKS	15	ELECTRICAL TRANSFORMER PAD
6	RV DUMP STATION	16	FIRE WATER STORAGE TANK
7	POSSIBLE BIORETENTION LOCATION	17	FIRE BOOSTER PUMP
8	TRASH ENCLOSURE	18	BIKE RACK & BIKE PARKING
9	ON-SITE LIGHT	19	FAST FOOD DIRECTIONAL SIGN
10	FIRE HYDRANT	20	OIL/WATER CLARIFIER

LEGEND:

	PROPOSED A.C. PAVEMENT
	PROPOSED CONC. PAVEMENT
	PROPOSED CONC. SIDEWALK
	PROPOSED LANDSCAPING
	BIORETENTION BOTTOM
	PROPOSED STREET CENTERLINE
	PROPOSED STREET R/W
	PROPERTY LINE

SITE DATA

CURRENT ZONING, GENERAL PLAN	LIGHT INDUSTRY BUSINESS PARK (LIBP)
PROPOSED ZONING	COMMERCIAL SHOPPING DISTRICT (C-2)
PROJECT AREA	±14.15 AC (816,418 S.F.)
LOT AREA	±79.6 AC (3,468,861 S.F.)
STRUCTURE AREA	13,005 S.F.
AREA COVERED BY BUILDINGS (%)	2.1%
PERVIOUS AREA	
LANDSCAPING AREA	±142,650 S.F. (±23.0%)
BIORETENTION BOTTOM AREA	±112,373 S.F. (±18.0%)
GRAVEL ACCESS ROAD TO HI-RISE SIGN	±12,636 S.F. (±2.00%)
TOTAL PERVIOUS AREA	±267,659 S.F. (±43.0%)

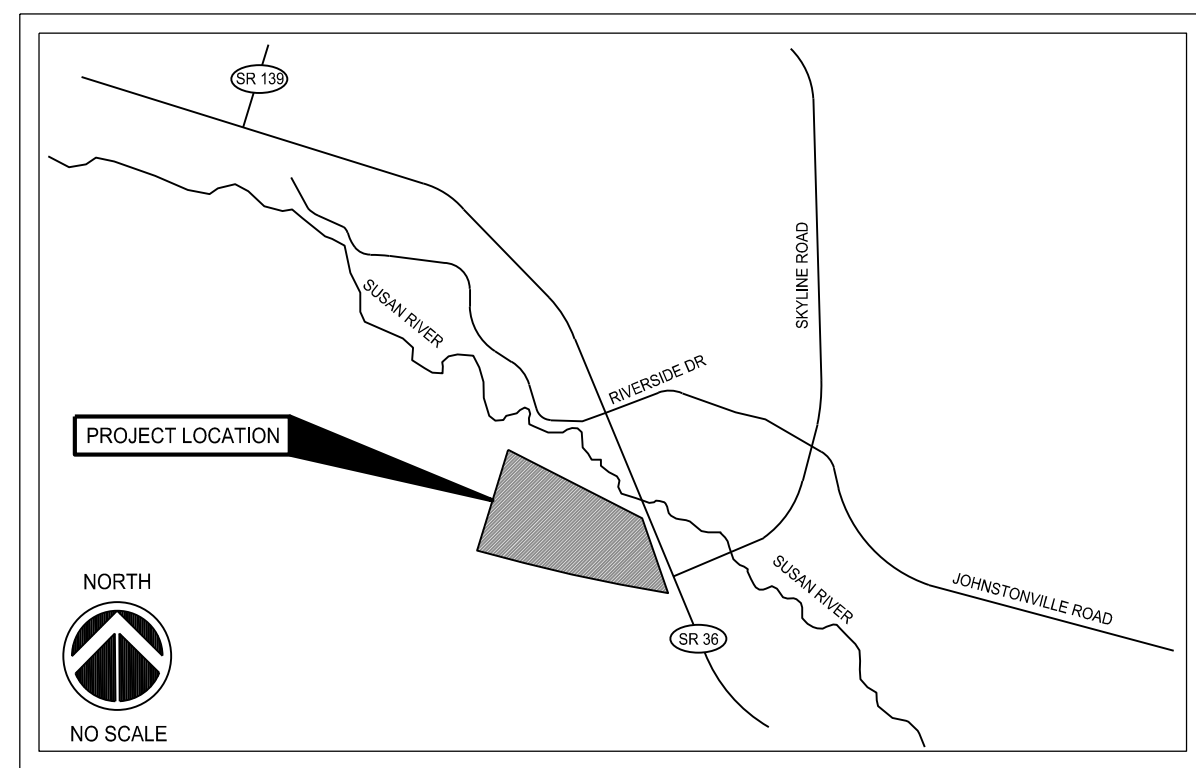
PARKING ANALYSIS

BUILDING	BUILDING SIZE	PARKING CRITERIA	PARKING REQUIRED	PARKING PROVIDED
CONVENIENCE STORE	7,943 SF	1 SPACE PER EACH 200 S.F.	39.72	
BRANDED FAST FOOD WITHOUT DRIVE THRU	1,588 SF	1 SPACE PER EACH 50 S.F.	31.76	
BRANDED FAST FOOD WITH DRIVE THRU	3,474 SF	1 SPACE PER EACH 50 S.F.	68.48	
ACCESSIBLE PARKING	N/A	3 SPACES FOR 51-75 SPACES	3	4
EV PARKING/CHARGING		3 WITH EVSE FOR 51-75 SPACES	3	3
TOTAL AUTO PARKING				53
RV PARKING				5
OVERNIGHT RV PARKING				10
STANDARD TRUCK PARKING				70
TOTAL PARKING			139.96	140

- PARKING NOTES:
- TRUCK PARKING STALLS, RV PARKING STALLS AND, EV PARKING STALLS ARE INCLUDED IN PARKING ANALYSIS.
 - ALL AUTO PARKING STALLS ARE MINIMUM 9' WIDE X 18' LONG
 - ALL AUTO DRIVE AISLES ARE MINIMUM 26' WIDE
 - ALL STANDARD TRUCK PARKING STALLS ARE MINIMUM 12.5' WIDE X 65' LONG
 - ALL TRUCK DRIVE AISLES ARE MINIMUM 65' WIDE
 - ACCESSIBLE PARKING STALLS ARE INCLUDING IN THE TOTAL AUTO PARKING NUMBER

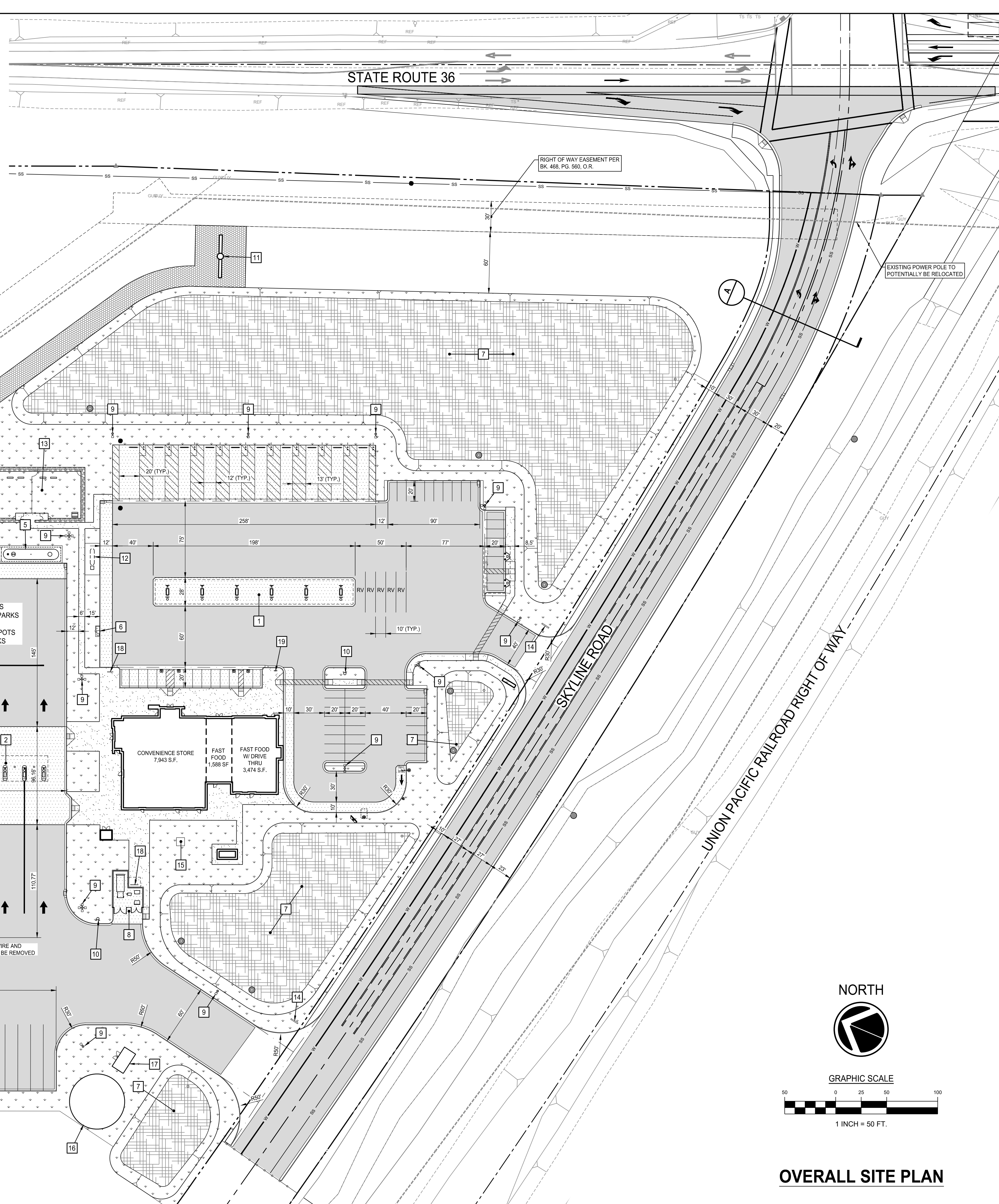
BUILDING DATA

BUILDING & PROPOSED USE	PROPOSED			
	CONVENIENCE STORE	FAST FOOD (W/O DRIVE THRU)	FAST FOOD (W/ DRIVE THRU)	TOTAL
CBC BUILDING TYPE	II-B	II-B	II-B	N/A
OCCUPANCY TYPE	M	A-2	A-2	N/A
TOTAL AREA	7,943 S.F.	1,588 S.F.	3,474 S.F.	13,005 S.F.
GROSS FLOOR AREA	7,943 S.F.	1,588 S.F.	3,474 S.F.	13,005 S.F.
NUMBER OF BUILDINGS	1 COMBINED			1
NUMBER OF STORIES	1	1	1	1
HEIGHT (FEET)	±25'	±25'	±25'	N/A
GROUND FLOOR (S.F.)	7,943 S.F.	1,588 S.F.	3,474 S.F.	13,005 S.F.
FIRE-SPRINKLERED	TBD	TBD	TBD	N/A

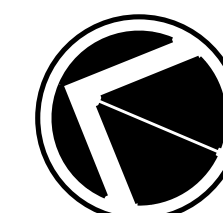


VICINITY MAP

SUSANVILLE, CA



NORTH



GRAPHIC SCALE



1 INCH = 50 FT.

OVERALL SITE PLAN

1 OVERALL FLOOR PLAN

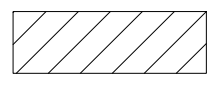
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3/25/2021-EXTERIOR ELEVATIONS

FINISH LEGEND - EXTERIOR			
MARK	DESCRIPTION	MODEL	COMMENTS
ACM-1	ALUMINUM COMPOSITE MATERIAL	ALPOLIC, 4MM DM HLZ ALUMINUM, HLZ HAIRLINE ALUMINUM	PROVIDED AND INSTALLED BY GC.
BR-1	FACE BRICK	ENDICOTT MODULAR SIZE FACE BRICK - COLOR: MANGANESE IRONSPOT - TEXTURE: SMOOTH - 3 5/8"x2 1/4"x7 5/8"	MORTAR TO MATCH, FAIRBORN MIAMICOLOR - CHARCOAL BLACK 25-A
BR-2	ACCENT BRICK	ENDICOTT MODULAR SIZE FACE BRICK - COLOR: LIGHT GREY BLEND - TEXTURE: VELOUR - 3 5/8"x2 1/4"x7 5/8"	MORTAR TO MATCH, FAIRBORN MIAMICOLOR - SMOKEY GRAY 41-A
BR-4	FACE BRICK	"BELDEN BRICK" ALASKA WHITE, TEXTURE: VELOUR, GROUT: CEMEX GRAY TYPE N 1000	
EIFS-1	EIFS	"DRYVIT" OUTSULATION SYNTHETIC PLASTER WALL SYSTEM ON 1 1/2" "DRYVIT" INSULATION BOARD. COLOR: PAINT TO MATCH SW9170 ACIER; FINISH: LYMESTONE DPR	
EIFS-3	EIFS	"DRYVIT" OUTSULATION SYNTHETIC PLASTER WALL SYSTEM ON 1 1/2" "DRYVIT" INSULATION BOARD. COLOR: ARBY081030; SANDPEBBLED TEXTURE	
EIFS-5	EIFS	"DRYVIT" OUTSULATION SYNTHETIC PLASTER WALL SYSTEM ON 1 1/2" "DRYVIT" INSULATION BOARD. COLOR: ARBY131030; SANDPEBBLED TEXTURE	
FC-1	FIBER CEMENT PANELS	NICHIHA, VINTAGEWOOD, SPRUCE, 18"x119 5/16" PLANKS, 18"x3 9/16" OUTSIDE CORNER	
FC-70	FIBER CEMENT LAP SIDING	GRAY FINISH	COLOR: "AGED PEWTER" SURFACE: PRE-FINISHED REVEAL PANEL DIMENSION: (5/16"x48"x96") WITH COLOR MATCHED TRIMS AND COLOR MATCHED SCREWS OR COLOR: "PRIMED FINISH" FIELD PAINT TO MATCH PTE-01
FC-71	FIBER CEMENT PANELS	GRAY FINISH	COLOR: "AGED PEWTER" SURFACE: PRE-FINISHED REVEAL PANEL DIMENSION: (5/16"x48"x96") WITH COLOR MATCHED TRIMS AND COLOR MATCHED SCREWS OR COLOR: "PRIMED FINISH" FIELD PAINT TO MATCH PTE-01
FC-74	FIBER CEMENT PANELS	OFF WHITE FINISH LARGE FORMAT PANEL	COLOR: "ARTIC WHITE" SURFACE: PRE-FINISHED REVEAL PANEL DIMENSION: (5/16"x48"x96") WITH COLOR MATCHED TRIMS AND COLOR MATCHED SCREWS OR COLOR: "PRIMED FINISH" FIELD PAINT TO MATCH PTE-04
FC-75	FIBER CEMENT SIDING	FIBER CEMENT SIDING: "WOODTONE", COLOR: "HONEY GLAZE" WOOD PATTERN. SURFACE: WOOD PATTERN PLANK DIMENSION: 8 1/4" X 12" X 5/16" THK WITH 6" SIDING EXPOSURE; NAILS OT MATCH WOOD FINISH	
FI-1	FUEL ISLAND	SHERWIN WILLIAMS CO. INDUSTRIAL ENAMEL SERIES B 54 Z 2 COATS 2 TO 3 MILLS/COAT OR PPG INDUSTRIAL ENAMEL GLOSS BLACK 7-809. (2) COATS AT 2 TO 3 MILS DFT. PER COAT	METAL CURB FACES: HI GLOSS BLACK; METAL BUMPER FACES: HI GLOSS BLACK; METAL COLUMN FACES: HI GLOSS BLACK; METAL ACCESSIBLE SIGN POSTS: HI GLOSS BLACK;
MC-04	METAL CHANNEL	SW 7063 "NEBULOUS WHITE"	
MC-12	METAL CHANNEL	DD PINK FINISH; COLOR MATCH PMS (PANTONE) 7635C	
MT-1	METAL COPING CAP	22 GA. PREFINISHED METAL COPING, COLOR: TO MATCH SHERWIN WILLIAMS SW 7076 CYBERSPACE: MATTE	
MT-2	METAL COPING CAP	22 GA. PREFINISHED METAL COPING, COLOR: TO MATCH SHERWIN WILLIAMS SW 7719 FRESCO CREAM: MATTE	
MT-4	METAL COPING	"DURO-LAST" S4.70/ TE.87 - "REGAL WHITE"	
MT-5	METAL COPING	"DURO-LAST" SR.26/ TE.87 - "DARK BRONZE"	
MT-70	METAL COPING	CHARCOAL FINISH; SW 7069 "IRON ORE"	
MT-71	METAL COPING	OFF WHITE FINISH; SW 7063 "NEBULOUS WHITE"	
PT-11	PAINT	RESILIENCE EXTERIOR ACRYLIC LATEX PAINT; COLOR: SW 7076 CYBERSPACE; EGGSHELL FINISH	METAL DOORS AND FRAMES;LINTELS
PT-12	PAINT	RESILIENCE EXTERIOR ACRYLIC LATEX PAINT; COLOR: SW 6907 FORSYTHIA; EGGSHELL FINISH	ENTRY SOFFIT
PT-77	PAINT	DD ORANGE, COLOR MATCH PMS 165C; MAP ULTRA LOW V.O.C.	
PTE-01	EXTERIOR PAINT	GRAY FINISH; SW 7019 "GALINLET GRAY"	
PTE-04	EXTERIOR PAINT	OFF WHITE FINISH; SW 7063 "NEBULOUS WHITE"	
PTE-70	PAINTED COATING	SW 7069 "IRON ORE"	
PTX-1	GUARD POST PAINT	SHERWIN WILLIAMS CO. INDUSTRIAL ENAMEL SERIES B 54 Z SAFETY YELLOW. (NO LEAD) OR PPG INDUSTRIAL ENAMEL 7-808 SAFETY YELLOW	STRAIGHT BOLLARD; "U" SHAPED BOLLARD; (IF REQUIRED)
PTX-3	METAL TRIM PAINT (GALV)	PRIMER: SHERWIN WILLIAMS. GALVITE B 50 W 3 PRIMER AT 2 MILS DFT PER COAT OR: PPG SPEEDHIDE GALVANIZE STEEL PRIMER 6-209 AT 2 MILS DFT. PER COAT FINISH: SHERWIN WILLIAMS. INDUSTRIAL ENAMEL B 54 Z SERIES. (LOW VOC COMPLIANT). APPLY 2 COATS 2 TO 3 MILS DRY PER COAT OR: PPG INDUSTRIAL ENAMEL 7-282. APPLY (2) COATS AT 2 TO 3 MILS DFT. PER COAT	
PTX-4	POWDER COAT	TIGER DRYLAC - EXTERIOR/ INTERIOR GRADE POWDER COAT - MATCH PMS 109C, FINISH: HIGH GLOSS	WINDOW FRAME ACCENT COLOR: TIGER DRYLAC CUSTOMER SERVICE P: 866-898-4437 E: CUSTOMERSERVICE.US@TIGER-COATING.US
TR-70	METAL	JH SURROUND VERTICAL TRIM; FINISH: FACTORY CLEAR ANDONIZED 16 GA TRIM AVAILABLE 8'-0" LENGTHS. USED WITH JAMES HARDIE REVEAL PANELS	
TR-71	METAL	JH SURROUND HORIZONTAL TRIM; FINISH: FACTORY CLEAR ANDONIZED 16 GA TRIM AVAILABLE 8'-0" LENGTHS. USED WITH JAMES HARDIE REVEAL PANELS	

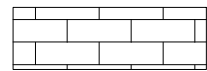
GENERAL NOTES

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- ALL EXTERIOR LIGHTING SHALL BE CENTERED ABOVE EXTERIOR DOORS, UNO

LEGEND



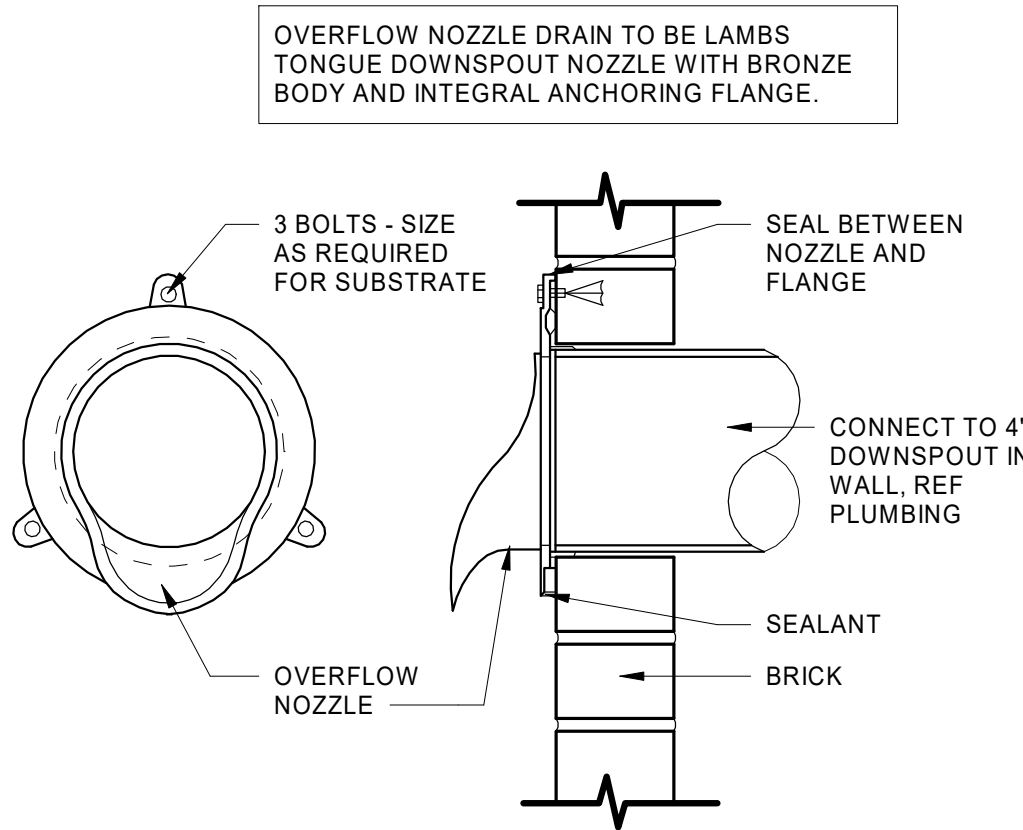
PROVIDE 5/8" CDX FRT PLYWOOD SHEATHING FOR ATTACHMENT OF SIGNAGE/AWNINGS



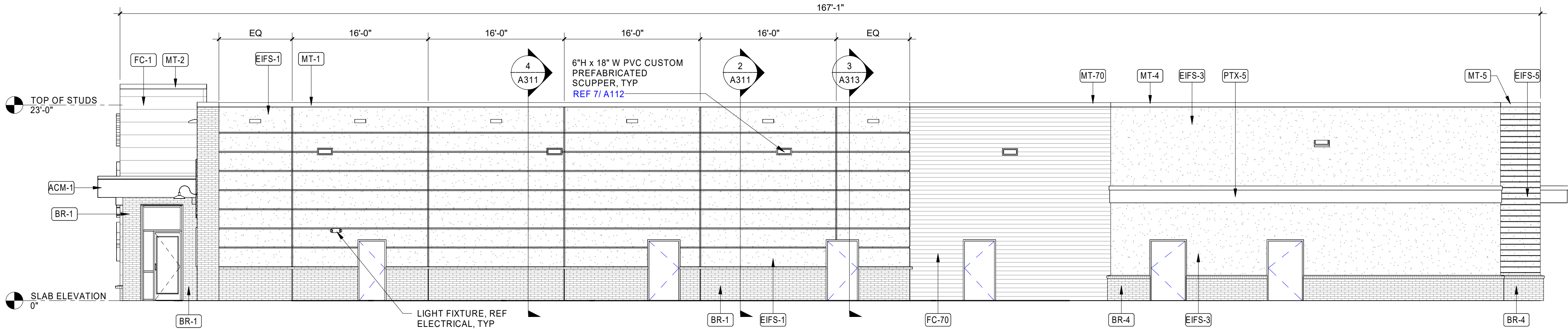
BRICK FINISH, REF FINISH SCHEDULE



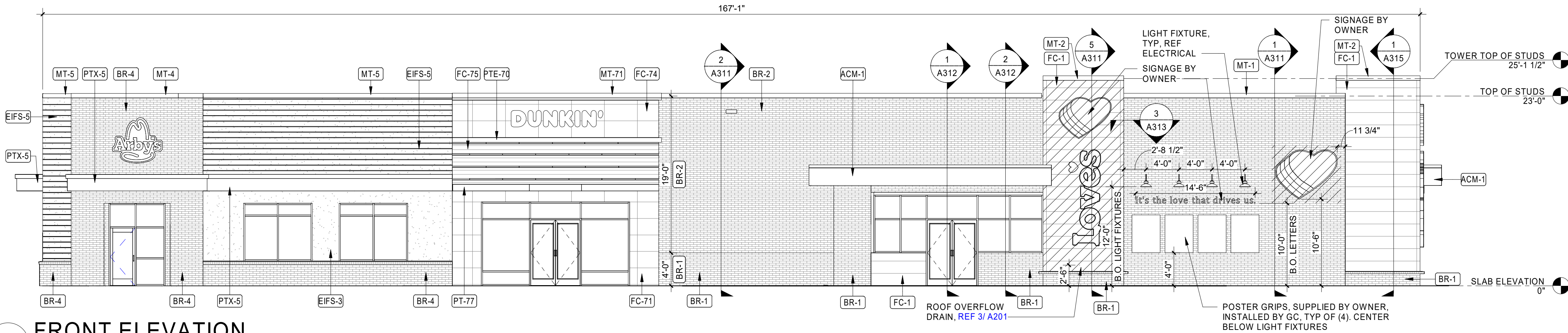
2 1/2" EIFS SANDPEBBLED TEXTURE



3 LAMBS TONGUE DETAIL
3" = 1'-0"



2 REAR ELEVATION
1/8" = 1'-0"



1 FRONT ELEVATION
1/8" = 1'-0"

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PROTO CYCLE: Q3 - 2024

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EXTERIOR ELEVATIONS

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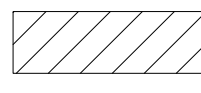
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3/25/2025 5:15:00 PM EXTERIOR ELEVATIONS

FINISH LEGEND - EXTERIOR			
MARK	DESCRIPTION	MODEL	COMMENTS
ACM-1	ALUMINUM COMPOSITE MATERIAL	ALPOLIC, 4MM DM HLZ ALUMINUM, HLZ HAIRLINE ALUMINUM	PROVIDED AND INSTALLED BY GC.
BR-1	FACE BRICK	ENDICOTT MODULAR SIZE FACE BRICK - COLOR: MANGANESE IRONSPOT - TEXTURE: SMOOTH - 3 5/8"x2 1/4"x7 5/8"	MORTAR TO MATCH, FAIRBORN MIAMICOLOR - CHARCOAL BLACK 25-A
BR-2	ACCENT BRICK	ENDICOTT MODULAR SIZE FACE BRICK - COLOR: LIGHT GREY BLEND - TEXTURE: VELOUR - 3 5/8"x2 1/4"x7 5/8"	MORTAR TO MATCH, FAIRBORN MIAMICOLOR - SMOKEY GRAY 41-A
BR-4	FACE BRICK	"BELDEN BRICK" ALASKA WHITE, TEXTURE: VELOUR, GROUT: CEMEX GRAY TYPE N 1000	
EIFS-1	EIFS	"DRYVIT" OUTSULATION SYNTHETIC PLASTER WALL SYSTEM ON 1 1/2" "DRYVIT" INSULATION BOARD. COLOR: PAINT TO MATCH SW9170 ACIER; FINISH: LYMESTONE DPR	
EIFS-3	EIFS	"DRYVIT" OUTSULATION SYNTHETIC PLASTER WALL SYSTEM ON 1 1/2" "DRYVIT" INSULATION BOARD. COLOR: ARBY081030; SANDPEBBLED TEXTURE	
EIFS-5	EIFS	"DRYVIT" OUTSULATION SYNTHETIC PLASTER WALL SYSTEM ON 1 1/2" "DRYVIT" INSULATION BOARD. COLOR: ARBY131030; SANDPEBBLED TEXTURE	
FC-1	FIBER CEMENT PANELS	NICHIHA, VINTAGEWOOD, SPRUCE, 18"x119 5/16" PLANKS, 18"x3 9/16" OUTSIDE CORNER	
FC-70	FIBER CEMENT LAP SIDING	GRAY FINISH	COLOR: "AGED PEWTER" SURFACE: PRE-FINISHED REVEAL PANEL DIMENSION: (5/16"x48"x96") WITH COLOR MATCHED TRIMS AND COLOR MATCHED SCREWS OR COLOR: "PRIMED FINISH" FIELD PAINT TO MATCH PTE-01
FC-71	FIBER CEMENT PANELS	GRAY FINISH	COLOR: "AGED PEWTER" SURFACE: PRE-FINISHED REVEAL PANEL DIMENSION: (5/16"x48"x96") WITH COLOR MATCHED TRIMS AND COLOR MATCHED SCREWS OR COLOR: "PRIMED FINISH" FIELD PAINT TO MATCH PTE-01
FC-74	FIBER CEMENT PANELS	OFF WHITE FINISH LARGE FORMAT PANEL	COLOR: "ARTIC WHITE" SURFACE: PRE-FINISHED REVEAL PANEL DIMENSION: (5/16"x48"x96") WITH COLOR MATCHED TRIMS AND COLOR MATCHED SCREWS OR COLOR: "PRIMED FINISH" FIELD PAINT TO MATCH PTE-04
FC-75	FIBER CEMENT SIDING	FIBER CEMENT SIDING: "WOODTONE", COLOR: "HONEY GLAZE" WOOD PATTERN. SURFACE: WOOD PATTERN PLANK DIMENSION: 8 1/4" X 12" X 5/16" THK WITH 6" SIDING EXPOSURE; NAILS OT MATCH WOOD FINISH	
FI-1	FUEL ISLAND	SHERWIN WILLIAMS CO. INDUSTRIAL ENAMEL SERIES B 54 Z 2 COATS 2 TO 3 MILLS/COAT OR PPG INDUSTRIAL ENAMEL GLOSS BLACK 7-809. (2) COATS AT 2 TO 3 MILS DFT. PER COAT	METAL CURB FACES: HI GLOSS BLACK; METAL BUMPER FACES: HI GLOSS BLACK; METAL COLUMN FACES: HI GLOSS BLACK; METAL ACCESSIBLE SIGN POSTS: HI GLOSS BLACK;
MC-04	METAL CHANNEL	SW 7063 "NEBULOUS WHITE"	
MC-12	METAL CHANNEL	DD PINK FINISH; COLOR MATCH PMS (PANTONE) 7635C	
MT-1	METAL COPING CAP	22 GA. PREFINISHED METAL COPING, COLOR: TO MATCH SHERWIN WILLIAMS SW 7076 CYBERSPACE: MATTE	
MT-2	METAL COPING CAP	22 GA. PREFINISHED METAL COPING, COLOR: TO MATCH SHERWIN WILLIAMS SW 7719 FRESCO CREAM: MATTE	
MT-4	METAL COPING	"DURO-LAST" SR.26/ TE.87 - "REGAL WHITE"	
MT-5	METAL COPING	"DURO-LAST" SR.26/ TE.87 - "DARK BRONZE"	
MT-70	METAL COPING	CHARCOAL FINISH; SW 7069 "IRON ORE"	
MT-71	METAL COPING	OFF WHITE FINISH; SW 7063 "NEBULOUS WHITE"	
PT-11	PAINT	RESILIENCE EXTERIOR ACRYLIC LATEX PAINT; COLOR: SW 7076 CYBERSPACE; EGGSHELL FINISH	METAL DOORS AND FRAMES;LINTELS
PT-12	PAINT	RESILIENCE EXTERIOR ACRYLIC LATEX PAINT; COLOR: SW 6907 FORSYTHIA; EGGSHELL FINISH	ENTRY SOFFIT
PT-77	PAINT	DD ORANGE, COLOR MATCH PMS 165C; MAP ULTRA LOW V.O.C.	
PTE-01	EXTERIOR PAINT	GRAY FINISH; SW 7019 "GALUNLET GRAY"	
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PTX-1	GUARD POST PAINT	SHERWIN WILLIAMS CO. INDUSTRIAL ENAMEL SERIES B 54 Z SAFETY YELLOW. (NO LEAD) OR PPG INDUSTRIAL ENAMEL 7-808 SAFETY YELLOW	STRAIGHT BOLLARD; "U" SHAPED BOLLARD; (IF REQUIRED)
PTX-3	METAL TRIM PAINT (GALV)	PRIMER: SHERWIN WILLIAMS. GALVITE B 50 W 3 PRIMER AT 2 MILS DFT PER COAT OR: PPG SPEEDHIDE GALVANIZE STEEL PRIMER 6-209 AT 2 MILS DFT. PER COAT FINISH: SHERWIN WILLIAMS. INDUSTRIAL ENAMEL B 54 Z SERIES. (LOW VOC COMPLIANT). APPLY 2 COATS 2 TO 3 MILS DRY PER COAT OR: PPG INDUSTRIAL ENAMEL 7-282. APPLY (2) COATS AT 2 TO 3 MILS DFT. PER COAT	
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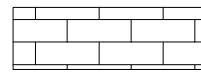
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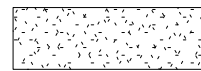
LEGEND



PROVIDE 5/8" CDX FRT PLYWOOD SHEATHING FOR ATTACHMENT OF SIGNAGE/AWNINGS



BRICK FINISH, REF FINISH SCHEDULE



2 1/2" EIFS SANDPEBBLED TEXTURE

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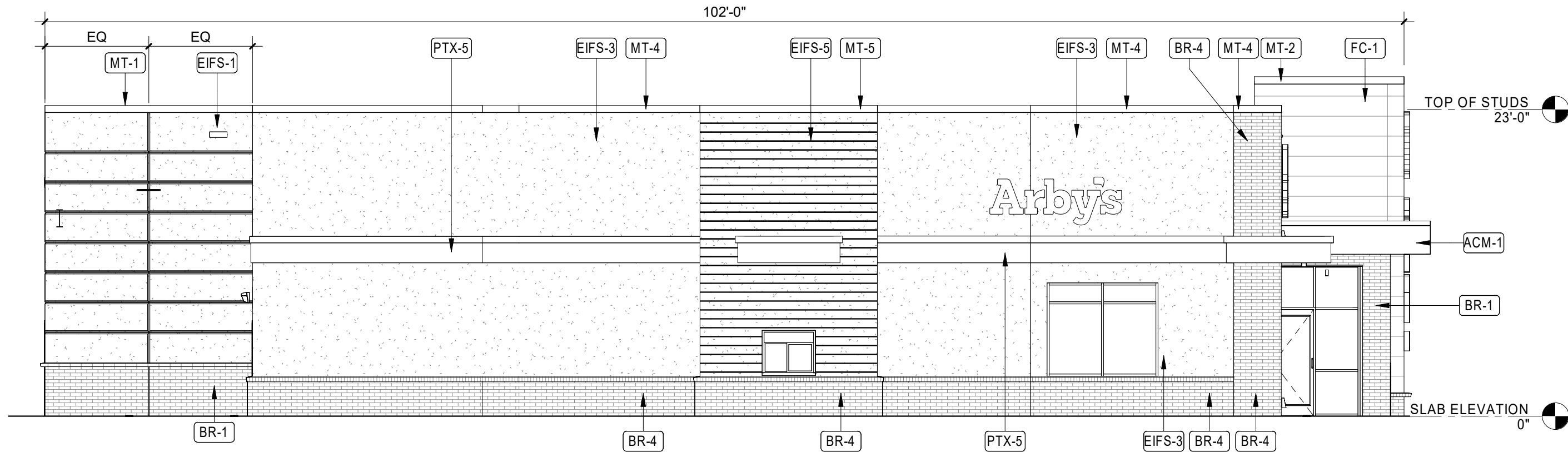
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EXTERIOR ELEVATIONS

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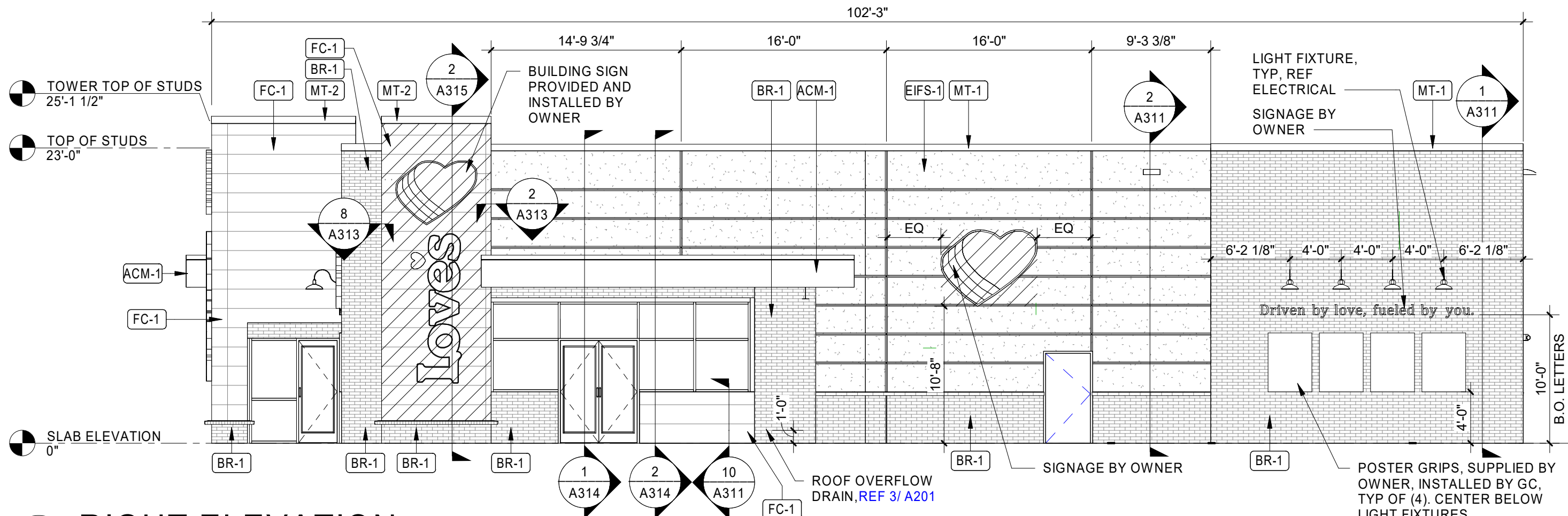
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2

LEFT ELEVATION

1/8" = 1'-0"

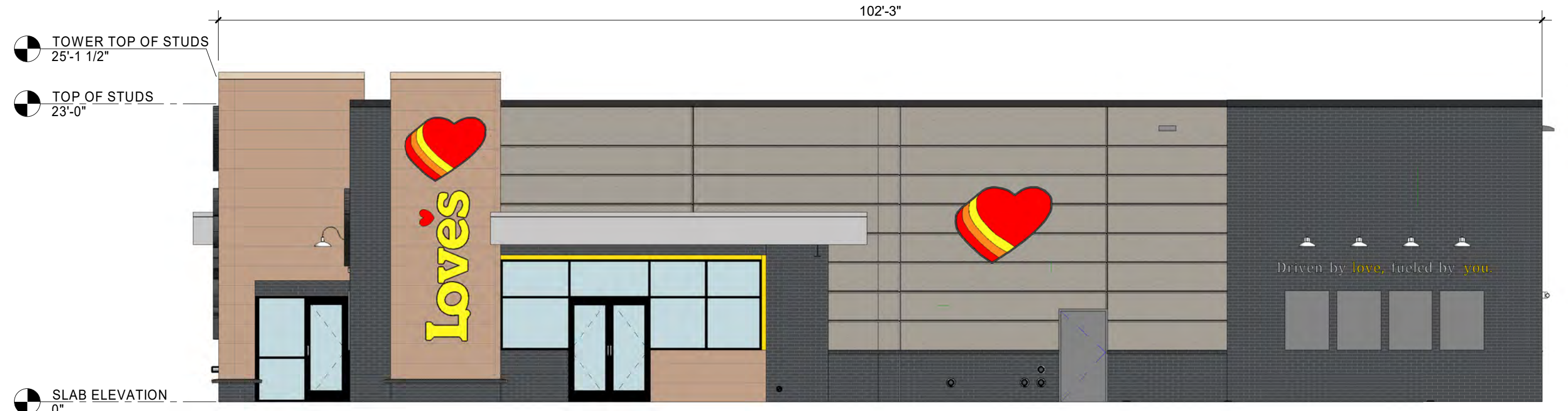


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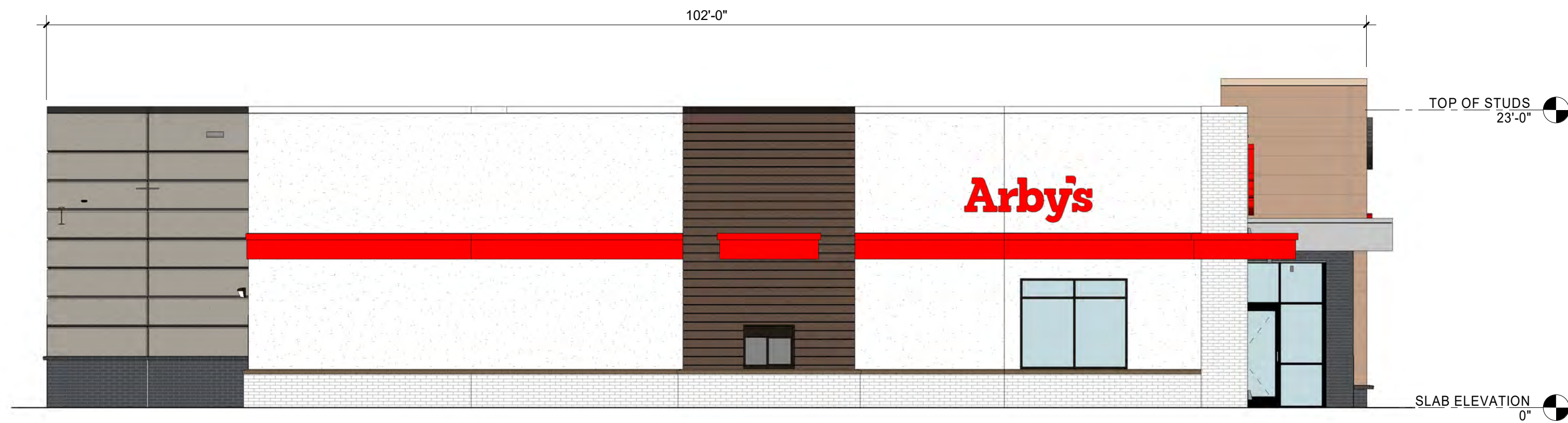
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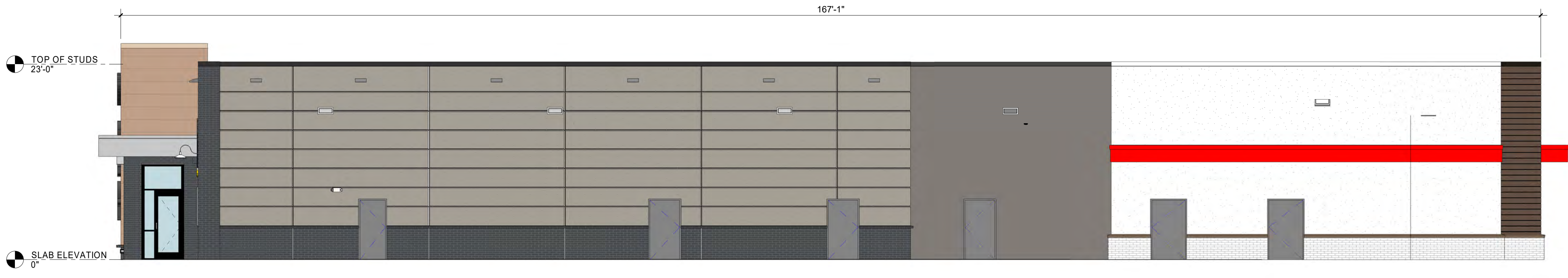
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3/26/2024 COLOR EXTERIOR ELEVATIONS



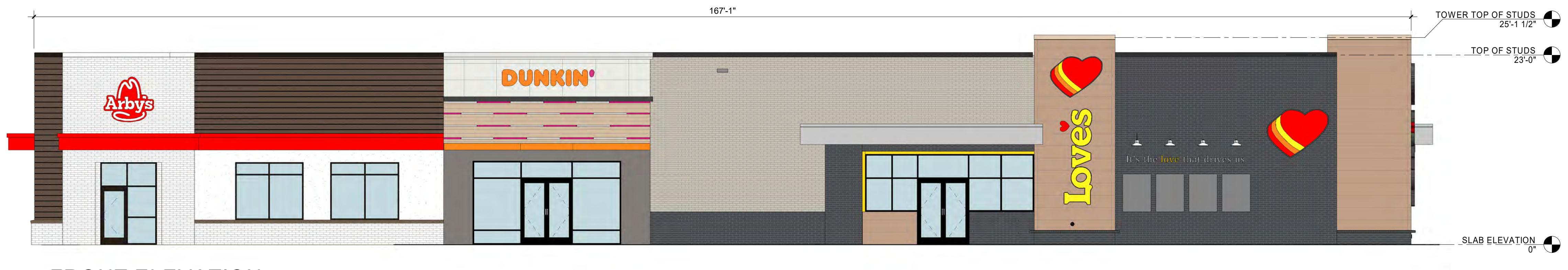
4 RIGHT ELEVATION
1/8" = 1'-0"



3 LEFT ELEVATION
1/8" = 1'-0"



2 REAR ELEVATION
1/8" = 1'-0"



1 FRONT ELEVATION
1/8" = 1'-0"

GENERAL NOTES

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LEGEND

PROVIDE 5/8" CDX FRT PLYWOOD SHEATHING FOR ATTACHMENT OF SIGNAGE/AWNINGS

BRICK FINISH, REF FINISH SCHEDULE

2 1/2" EIFS SANDPEBBLED TEXTURE

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PROTO CYCLE: Q3 - 2024

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COLOR EXTERIOR ELEVATIONS

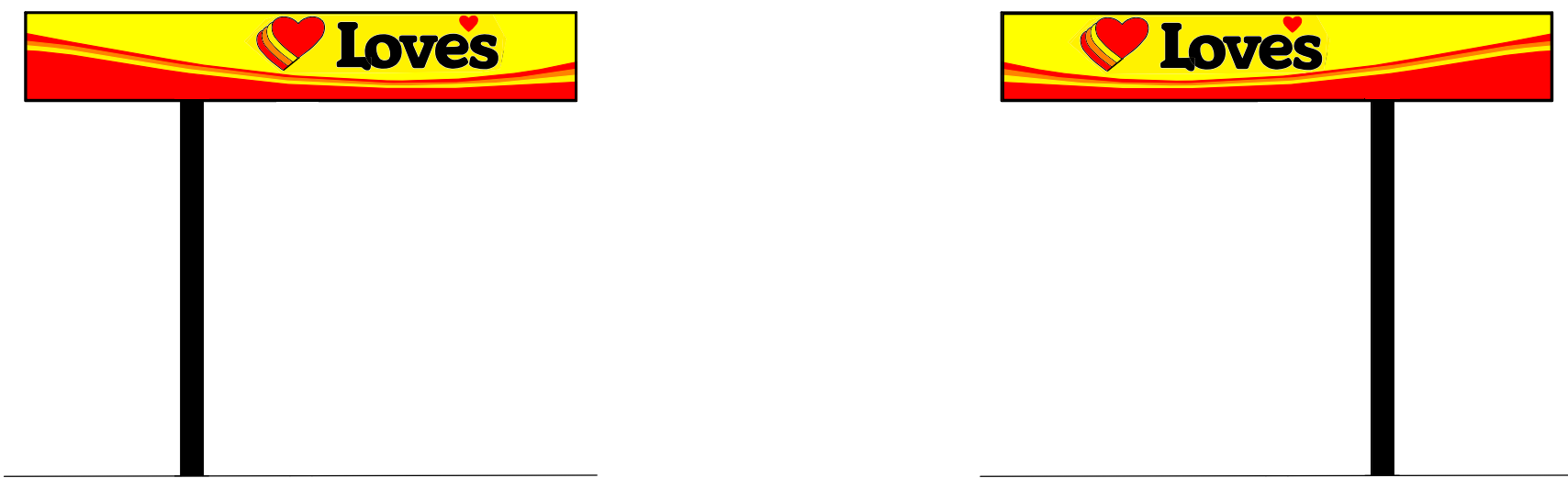
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SUSANVILLE, CA - CAR CANOPY ELEVATIONS



A CAR CANOPY ELEVATION
Scale: 1/8" = 1'-0"

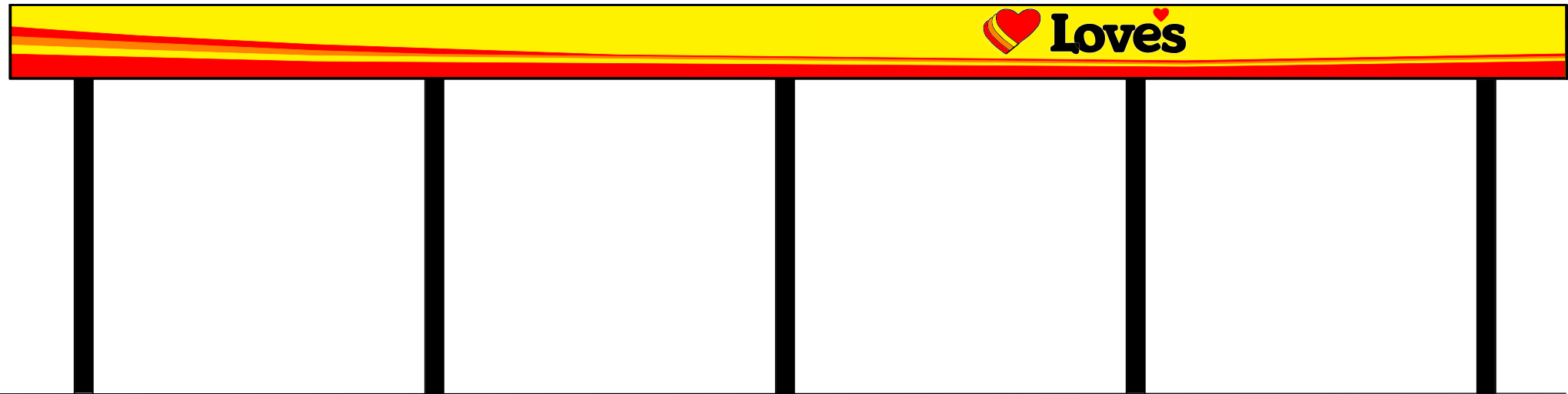


B CAR CANOPY SIDE ELEVATIONS
Scale: 1/8" = 1'-0"

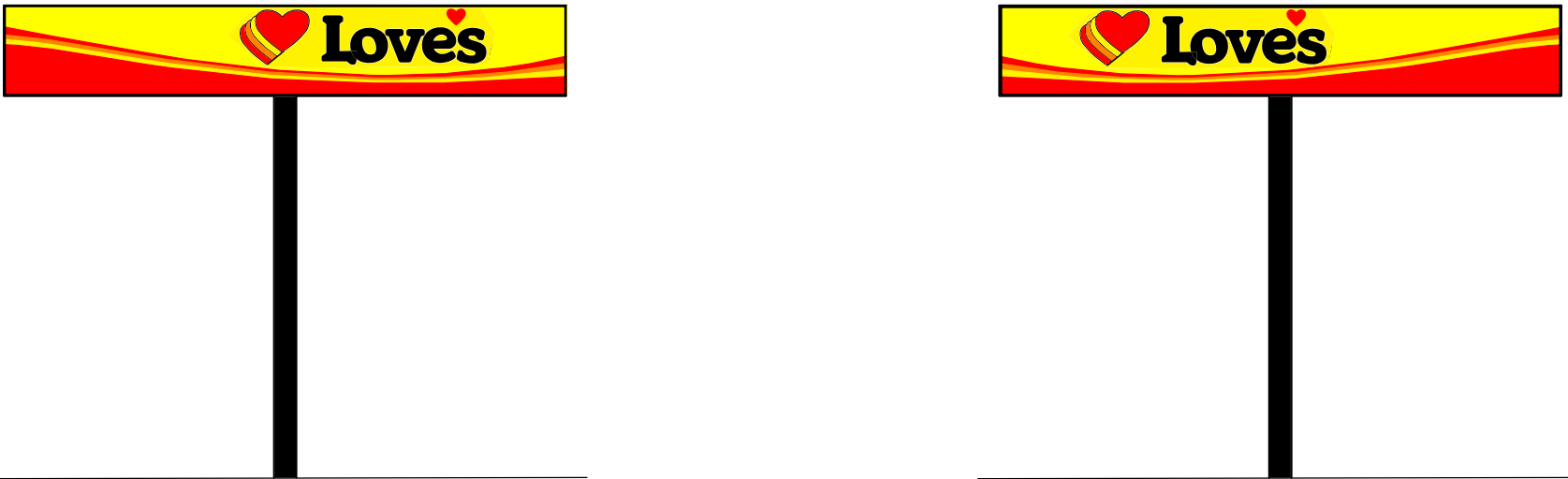


C CAR CANOPY ELEVATION
Scale: 1/8" = 1'-0"

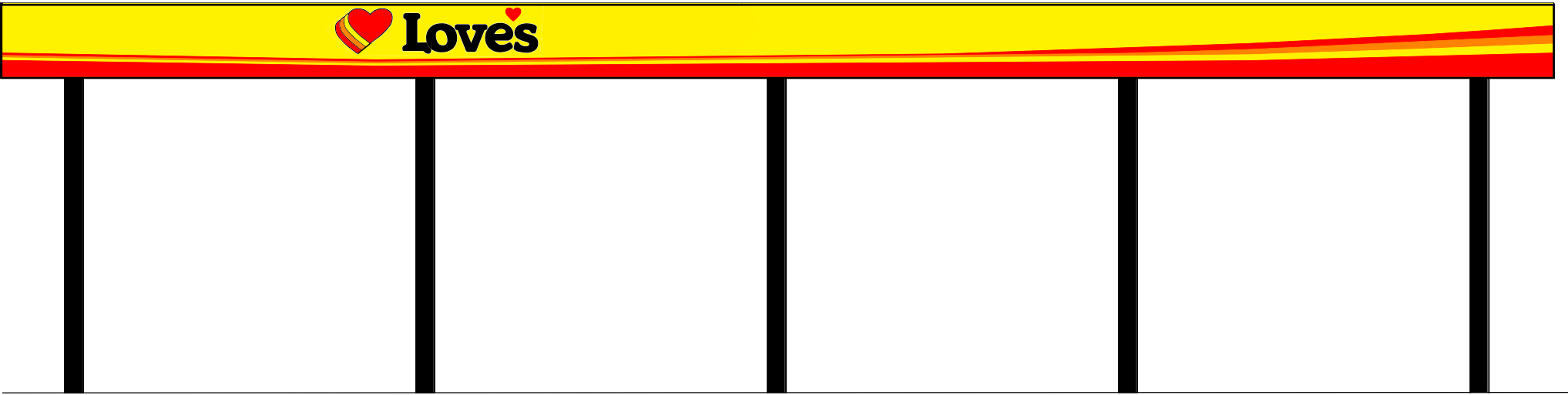
SUSANVILLE, CA - TRUCK CANOPY ELEVATIONS



A TRUCK CANOPY ELEVATION
Scale: 1/8" = 1'-0"



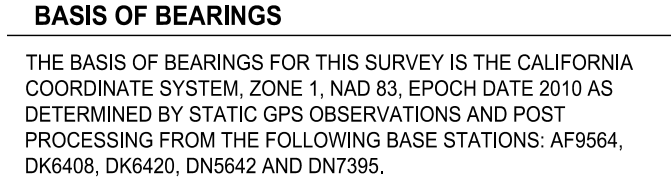
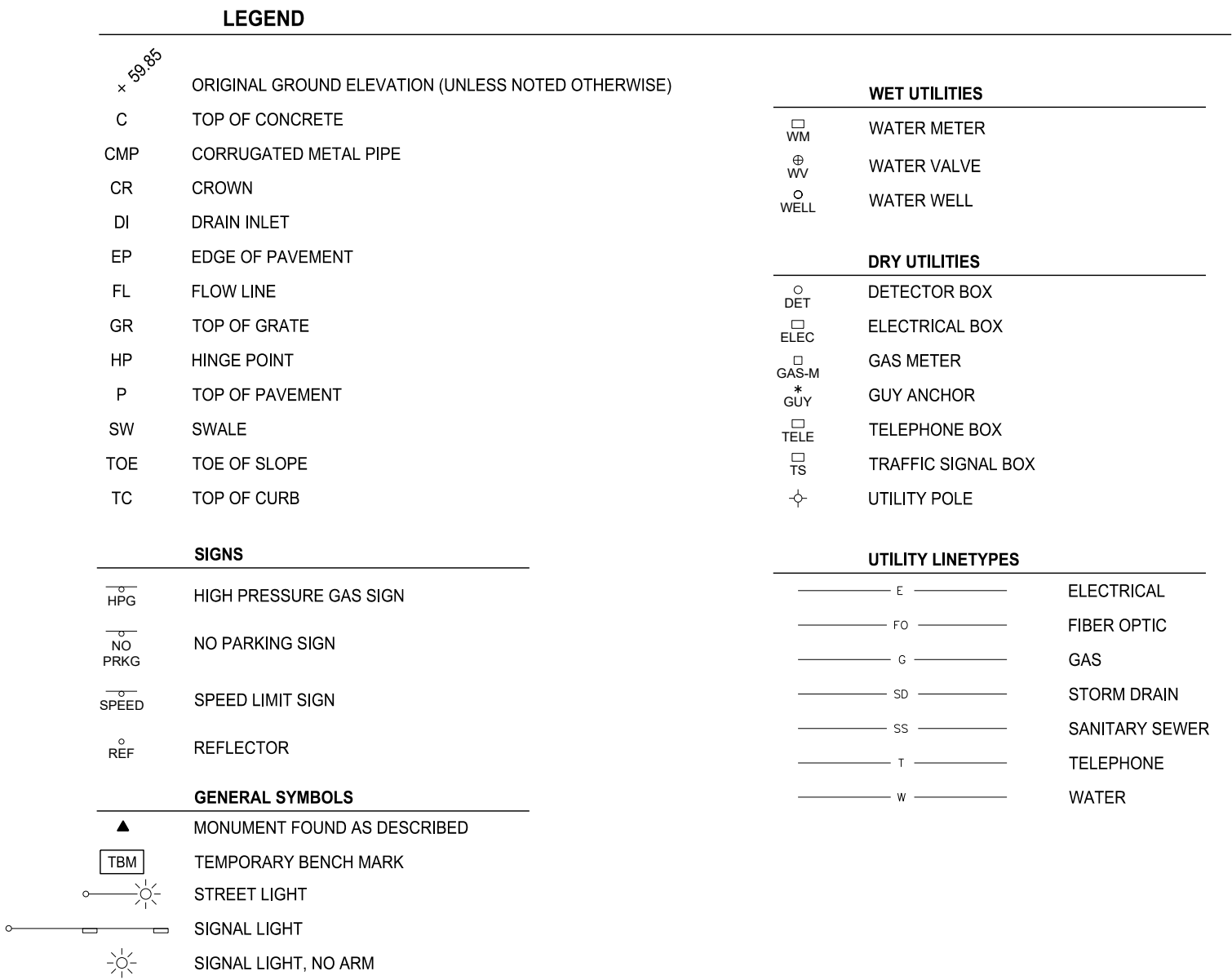
B TRUCK CANOPY SIDE ELEVATIONS
Scale: 1/8" = 1'-0"



C TRUCK CANOPY ELEVATION
Scale: 1/8" = 1'-0"



Figure 2-6 Landscape Plan



A PORTION OF A PARCEL OF LAND DESIGNATED AS "MILL SITE" PER GRANT DEED RECORDED IN BOOK 657, PAGE 663 O.R.L.C.R. SITUATED IN SECTION 4, TOWNSHIP 29 NORTH, RANGE 12 EAST, MOUNT DIABLO BASE AND MERIDIAN, IN THE COUNTY OF LASSEN, STATE OF CALIFORNIA.
A.P.N. 107-280-017

NGS BM NO. LT0170: BRASS DISK STAMPED "D 258 1935 RESET
1955" SET IN CONCRETE FOUNDATION FOR SIGN (SIGN MISSING)
AT THE NORTHEAST CORNER OF HALL ST. AND STATE ROUTE 36.
ELEV = 4198.3 (NAVD 1988).

TBM NO. 1: CHISELED PLUS IN TOP OF CURB 6'± NORTH OF THE SOUTH RETURN AT THE SOUTHWEST CORNER OF THE INTERSECTION OF STATE ROUTE 36 AND RIVERSIDE DR.

ELEV = 4154.81 (NAVD 1988)

TBM NO. 2: CHISELED PLUS IN THE SOUTHEAST CORNER OF A CONCRETE PATH AT THE SOUTH END OF THE STEEL GUARDRAIL, SOUTH OF THE BRIDGE OVER THE SUSAN RIVER ON THE EAST SIDE OF STATE ROUTE 36.

ELEV = 4154.25 (NAVD 1988)

TBM NO. 3: CHISELED PLUS IN TOP OF CURB 9'± NORTH OF THE SOUTH END CURB AND GUTTER AT THE SOUTHWEST CORNER OF THE INTERSECTION OF STATE ROUTE 36 AND SKYLINE RD.

ELEV = 4155.07 (NAVD 1988)

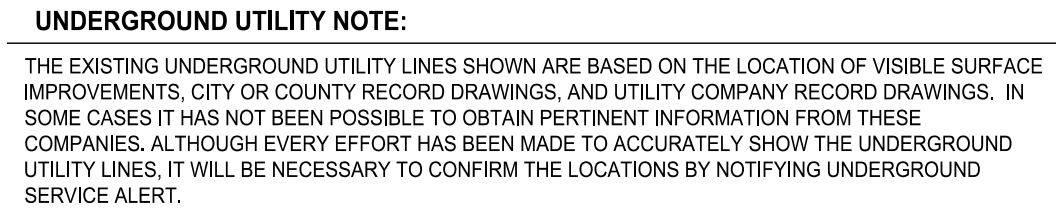
1. ADD 4100.00 FEET TO ELEVATIONS SHOWN ON PLAN TO OBTAIN DATUM BASED ON NORTH AMERICAN VERTICAL DATUM 1988.
2. ADD 4096.60 FEET TO ELEVATIONS SHOWN ON PLAN TO OBTAIN DATUM BASED ON NATIONAL GEODETIC VERTICAL DATUM 1929.

AS DESIGNATED ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP NUMBER 06035C1942D, FOR COMMUNITY NUMBER 060093, CITY OF SUSANVILLE AND MAP NUMBER 06035C1944D, FOR COMMUNITY NUMBER 060092, LASSEN COUNTY, CALIFORNIA, EFFECTIVE DATE SEPTEMBER 3, 2010, THE PROPERTY SHOWN ON THIS MAP LIES WITHIN FLOOD ZONES DESIGNATED AS ZONE X (SHADED AND UNSHADED) AND ZONE AE, IN THE AREA OF THE SUSAN RIVER.

FLOOD HAZARD ZONE X (UNSHADED)
AREAS OUTSIDE OF 0.2% ANNUAL CHANCE FLOODING.

AREAS OF 0.2% ANNUAL CHANCE FLOODING, AREAS OF 1% ANNUAL CHANCE FLOODING WHERE AVERAGE DEPTHS ARE LESS THAN 1 FOOT, AREAS OF 1% ANNUAL CHANCE FLOODING WHERE THE CONTRIBUTING DRAINAGE AREA IS LESS THAN 1 SQUARE MILE, AND AREAS PROTECTED FROM THE 1% ANNUAL CHANCE FLOOD BY LEVEES.

AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD WITH BASE FLOOD ELEVATIONS DETERMINED.



TELEPHONE U.S.A. AT 811 PRIOR TO DIGGING, THE DEPTHS OF ALL LINES MUST BE DETERMINED BY CAREFULLY PROBING OR POTHOLING UNDER UTILITY COMPANY SUPERVISION.

DRY UTILITY INFORMATION WAS REQUESTED FROM FRONTIER COMMUNICATIONS, LASSEN PLUMAS GAS SERVICE, INC., LASSEN MUNICIPAL UTILITY DISTRICT AND WINDJAMMER COMMUNICATIONS LLC ON MAY 8, 2020.

FRONTIER COMMUNICATIONS RECORD DRAWINGS WERE RECEIVED ON MAY 8, 2020.

LASSEN PLUMAS GAS SERVICE, INC. RECORD DRAWINGS WERE NOT RECEIVED AS OF JUNE 24, 2020.

LASSEN MUNICIPAL UTILITY DISTRICT RECORD DRAWINGS WERE NOT RECEIVED AS OF JUNE 24, 2020.

WINDJAMMER COMMUNICATIONS LLC RECORD DRAWINGS WERE NOT RECEIVED AS OF JUNE 24, 2020.

CITY UTILITY INFORMATION WAS REQUESTED FROM THE CITY OF SUSANVILLE ON MAY 8, 2020.

CITY RECORD DRAWINGS WERE NOT RECEIVED AS OF JUNE 24, 2020.

FIELD WORK FOR THIS TOPOGRAPHIC SURVEY WAS COMPLETED ON JUNE 5, 2020.

SW CORNER OF THE INTERSECTION OF
THE SUSAN RIVER AND STATE ROUTE 36.
SOUTH END OF SUSANVILLE, CALIFORNIA



979 North Blackstone Street
Tulare, California 93274
559.688.5263
www.laneengineers.com

A circular professional seal for Ronald D. Snow, a Licensed Land Surveyor in the State of California. The seal features the text "LICENSED LAND SURVEYOR" around the top inner edge and "STATE OF CALIFORNIA" around the bottom inner edge, separated by two five-pointed stars. In the center of the seal, the name "Ronald D. Snow" is written above the number "No. 6859".

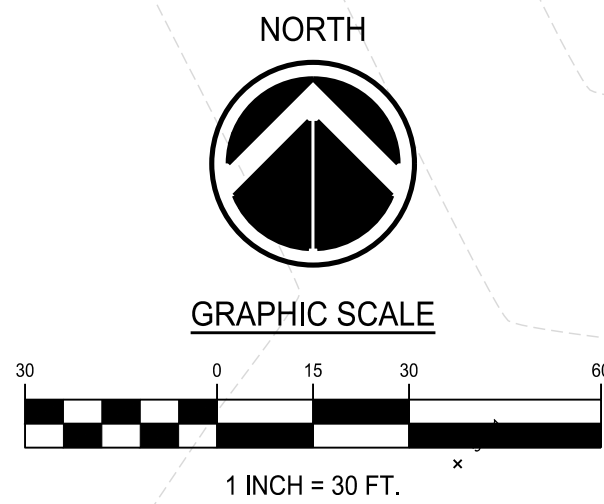
Drawn by: RDS

Reviewed by: BRM

Sheet Title

TOPOGRAPHIC SURVEY

C2.1



SW CORNER OF THE INTERSECTION OF
THE SUSAN RIVER AND STATE ROUTE 36.
SOUTH END OF SUSANVILLE, CALLIFORNIA

Prepared For
**SIERRA PACIFIC
INDUSTRIES**



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Tulare, California 93274
559.688.5263
www.laneengineers.com

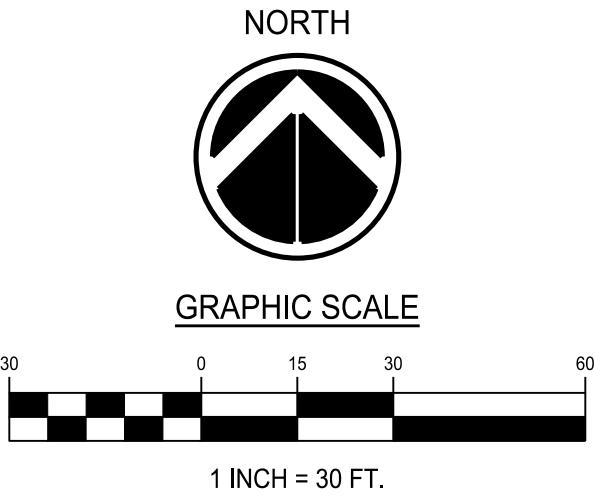
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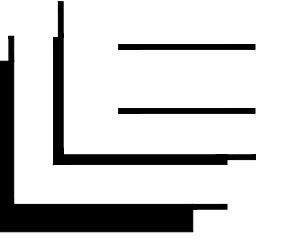
Drawn by: RDS
Reviewed by: BRM

Original drawing is 24 x 36. Do not scale contents of this drawing.

C2.4



Prepared For
**SIERRA PACIFIC
INDUSTRIES**



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A circular professional seal for a Licensed Land Surveyor in the State of California. The outer ring contains the text "LICENSED LAND SURVEYOR" at the top and "STATE OF CALIFORNIA" at the bottom, separated by two five-pointed stars. The center of the seal contains the name "Ronald D. Snow" and the license number "No. 6859".

Drawn by: RDS
Reviewed by: BRM

Original drawing is 24 x 36. Do not scale contents of this drawing.

OF 6

PRELIMINARY DESIGN NOT APPROVED FOR CONSTRUCTION

AST STANDARD TANK COLORS

INTERIOR OF TANK SHALL BE INTERIOR WHITE

TANK DECK SHEETS TO BE WHITE

DECK APPURTENANCES TO BE WHITE

☐ COLOR MATCH

TANK SIDEWALLS SHEETS AND SIDEWALL APPURTENANCES TO BE

☐ AST TAN

☐ AST BLUE

☐ WHITE

☐ AST GREEN

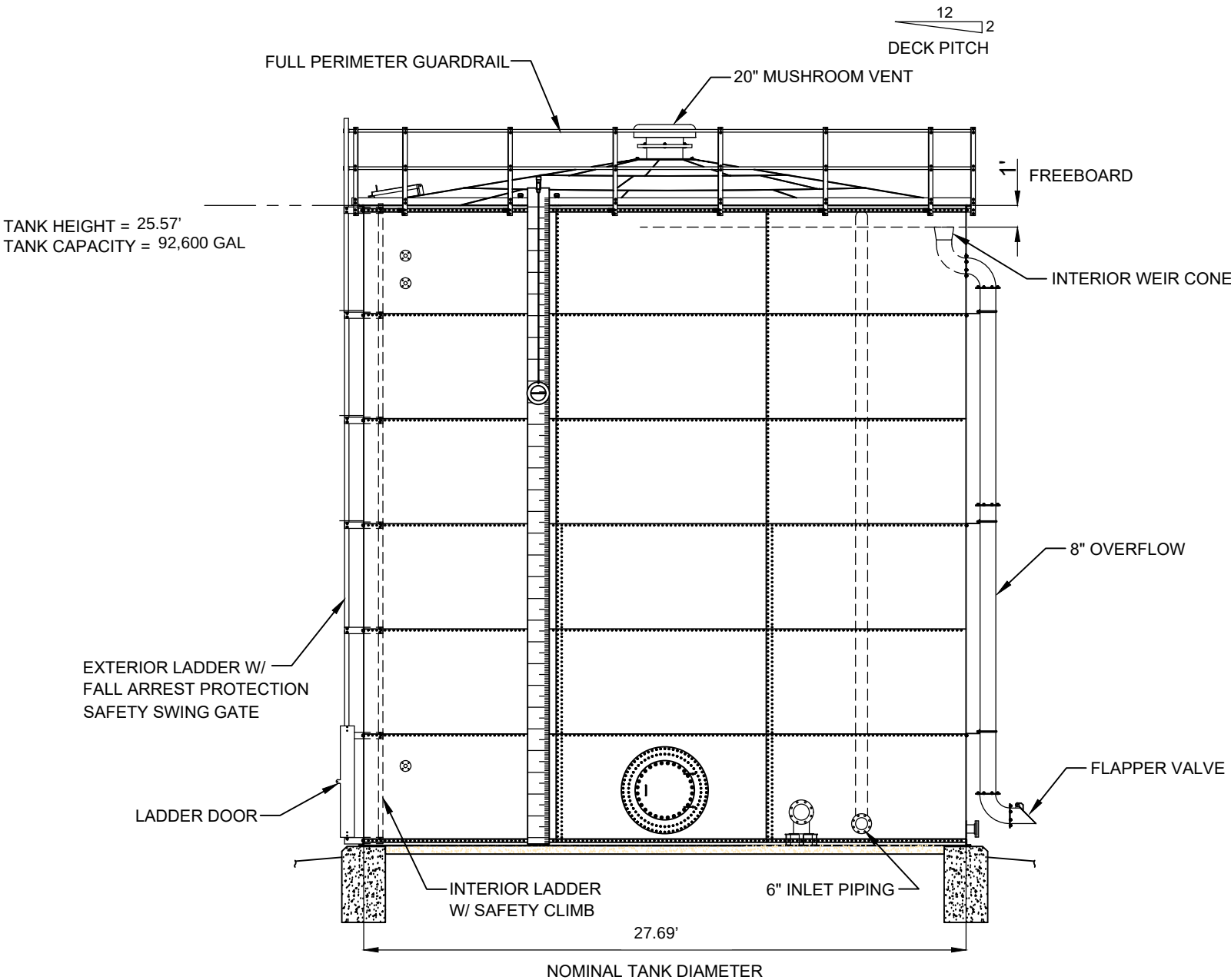
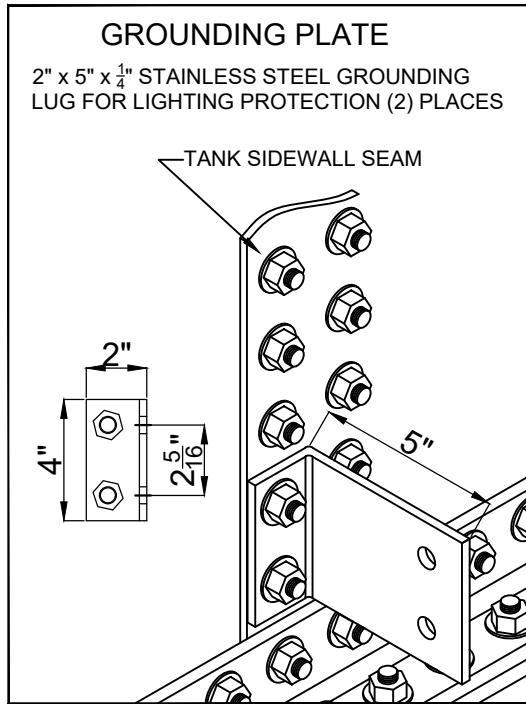
☐ COBALT BLUE

☐ NON STANDARD COLOR

GROUNDING PLATE

2" x 5" x 1/4" STAINLESS STEEL GROUNDING LUG FOR LIGHTING PROTECTION (2) PLACES

TANK SIDEWALL SEAM



ELEVATION VIEW
TANK 1 STANDARD



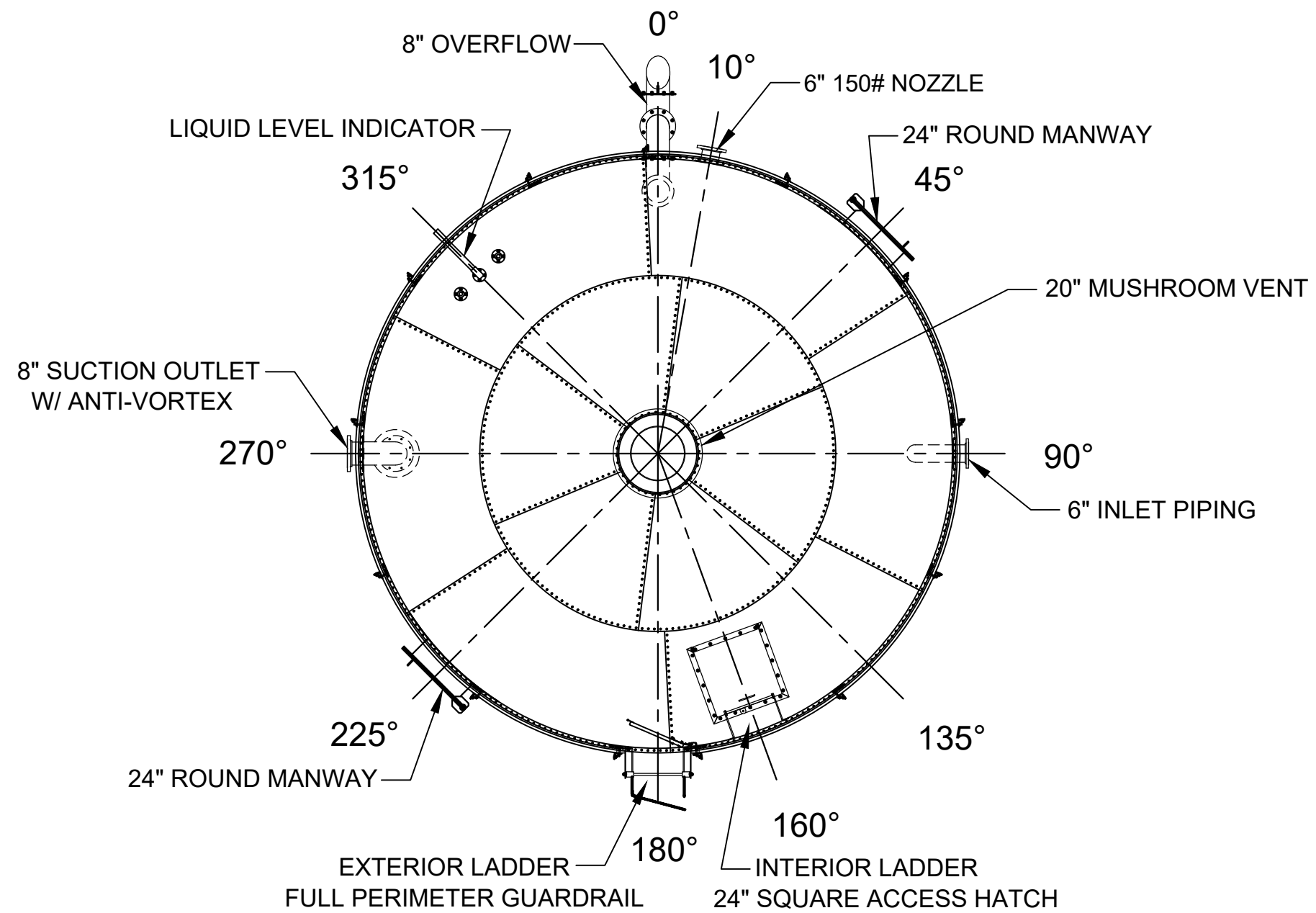
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UNLESS OTHERWISE SPECIFIED TOLERANCES: FRACTIONAL $\pm \frac{1}{16}$ ONE PLACE DECIMAL ± 0.060 TWO PLACE DECIMAL ± 0.030 THREE PLACE DECIMAL ± 0.010	ISSUED FOR SUBMITAL:	-
	ISSUED FOR MANUFACTURING:	-
	ISSUED FOR CONSTRUCTION:	-
	PROJECT MANAGER:	-

PRE-SUBMITTAL DRAWING ELEVATION VIEW		JOB #:	PRE-SUBMITTAL
		COVERAGE:	!
		TANK SIZE:	

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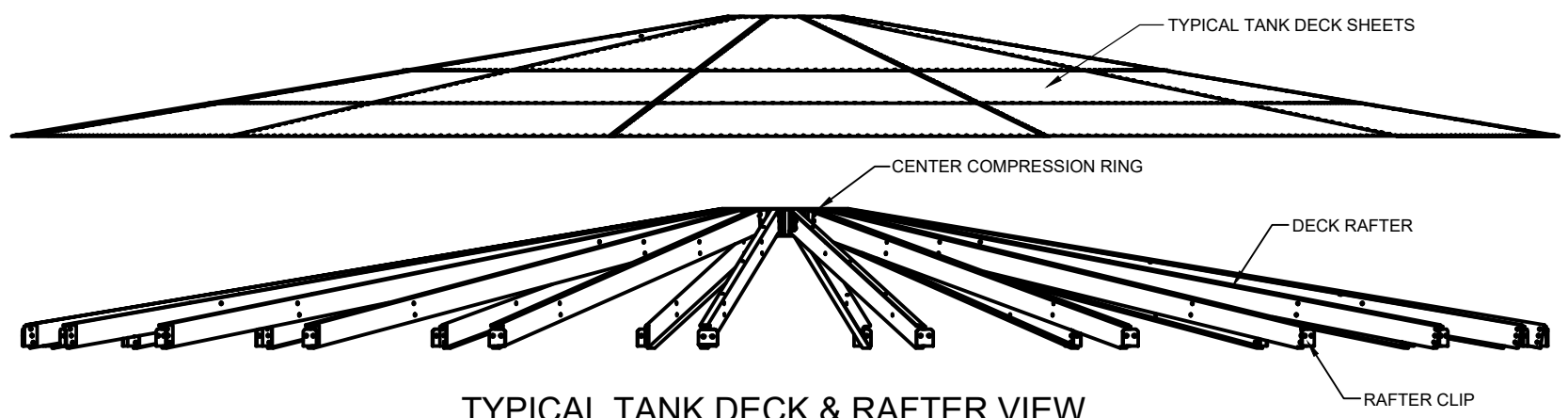
PLAN VIEW
TANK 1 STANDARD



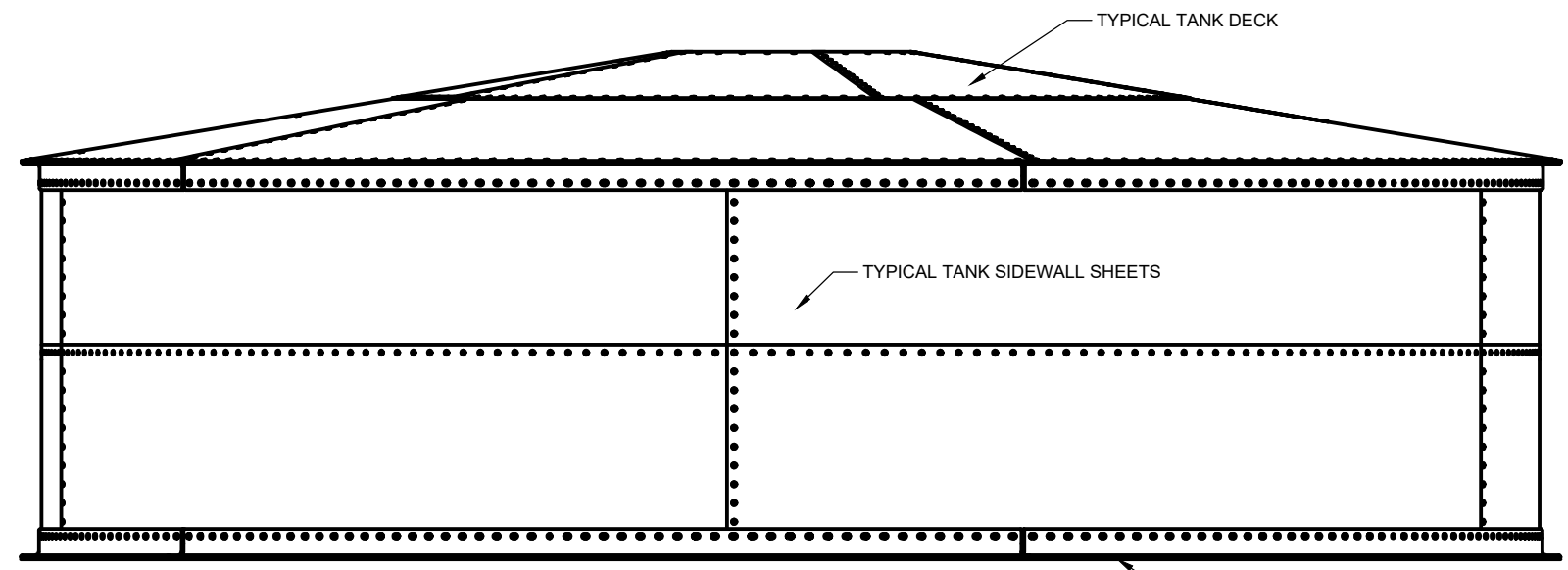
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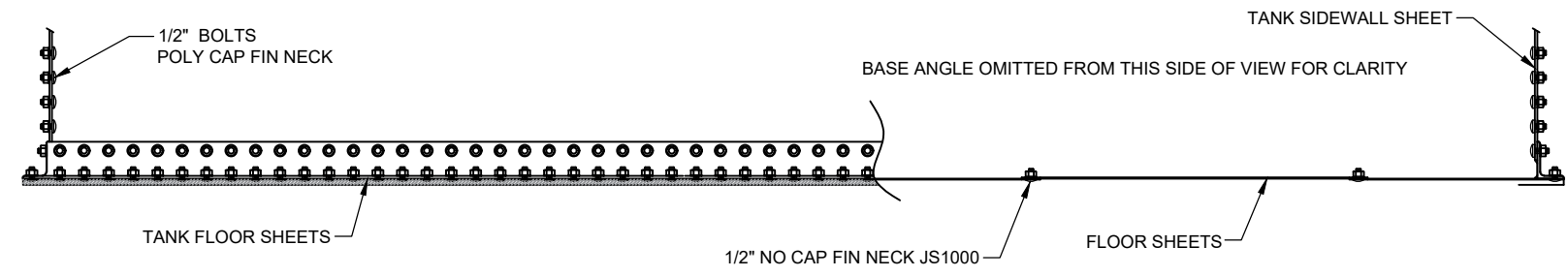
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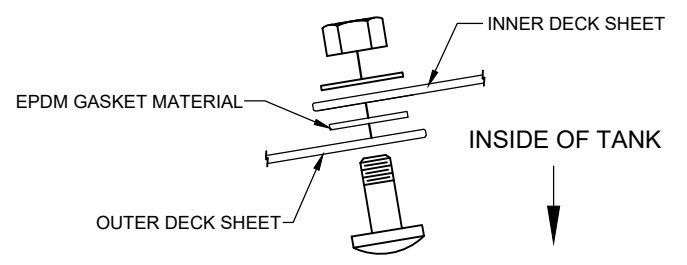
TYPICAL TANK DECK & RAFTER VIEW



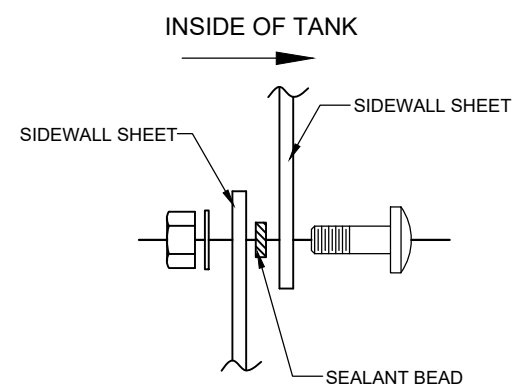
TYPICAL TANK VIEW



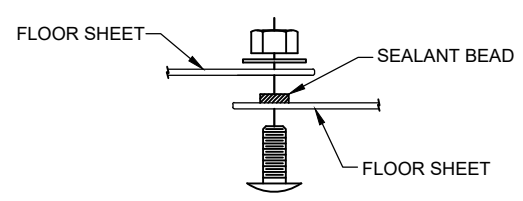
TYPICAL TANK BASE ANGLE & FLOOR VIEW



DECK EXPLODED VIEW



SIDEWALL VIEW



FLOOR EXPLODED VIEW

TANK 1 STANDARD

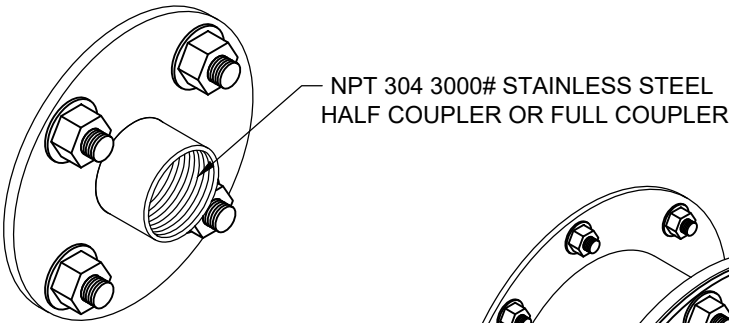


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UNLESS OTHERWISE SPECIFIED TOLERANCES: FRACTIONAL $\pm \frac{1}{16}$ ONE PLACE DECIMAL ± 0.060 TWO PLACE DECIMAL ± 0.030 THREE PLACE DECIMAL ± 0.010	ISSUED FOR SUBMITTAL:	-
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	ISSUED FOR CONSTRUCTION:	-
	PROJECT MANAGER:	-

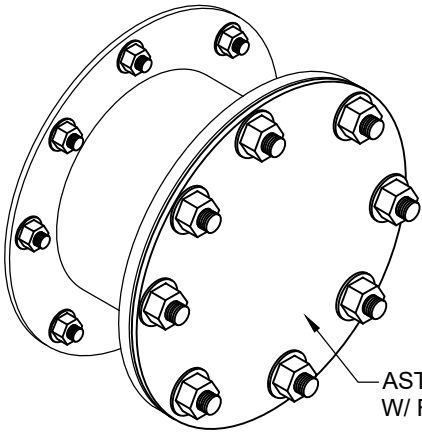
TYPICAL PRE-SUBMITTAL DETAILS TANK ASSEMBLY			JOB #:	PER-SUBMITTAL
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APPROVED BY: -			DO NOT SCALE THIS DRAWING	
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PRELIMINARY DESIGN NOT
APPROVED FOR CONSTRUCTION



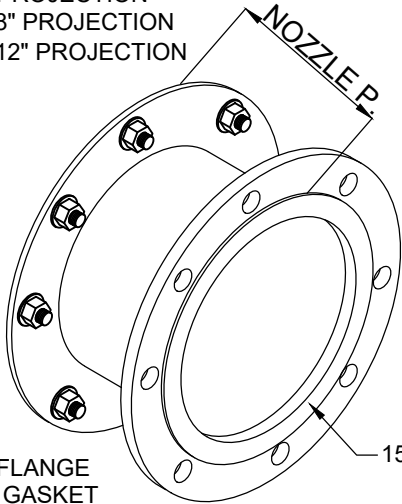
COUPLER

NOZZLE P.
1" TO 8" = 6" PROJECTION
10" TO 14" = 8" PROJECTION
16" TO 24" = 12" PROJECTION

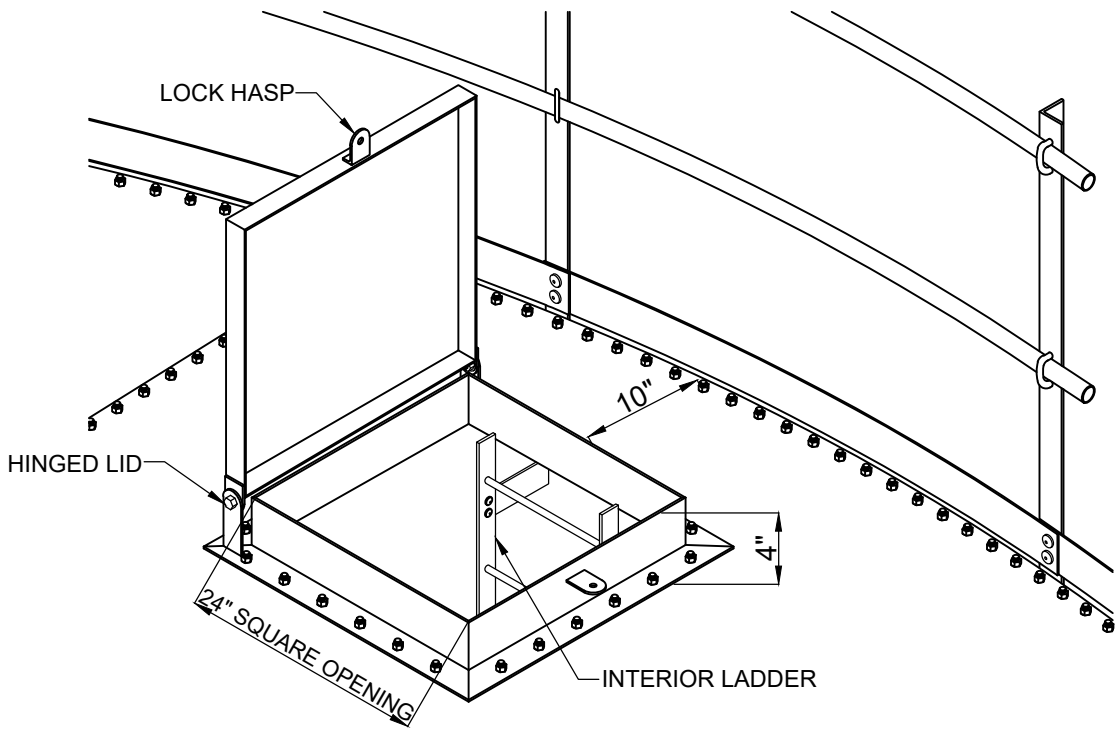


AST BLIND FLANGE
W/ FLANGE GASKET

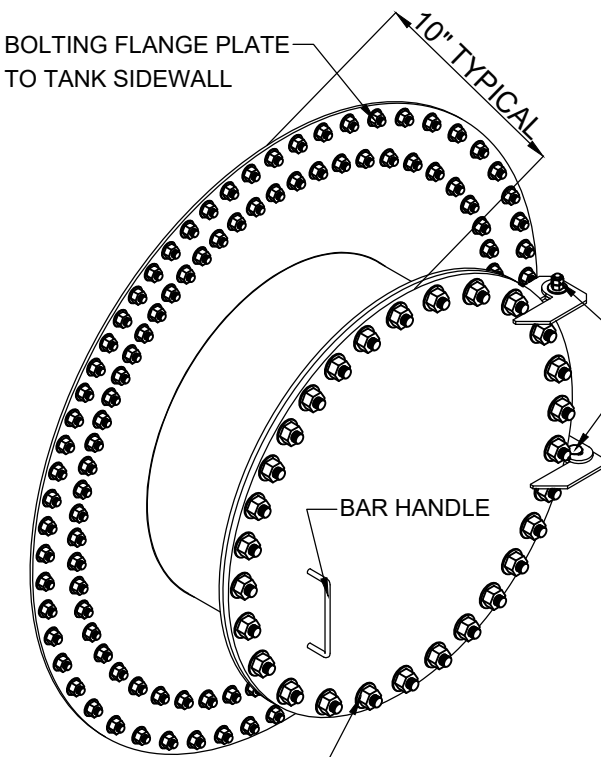
150# NOZZLE



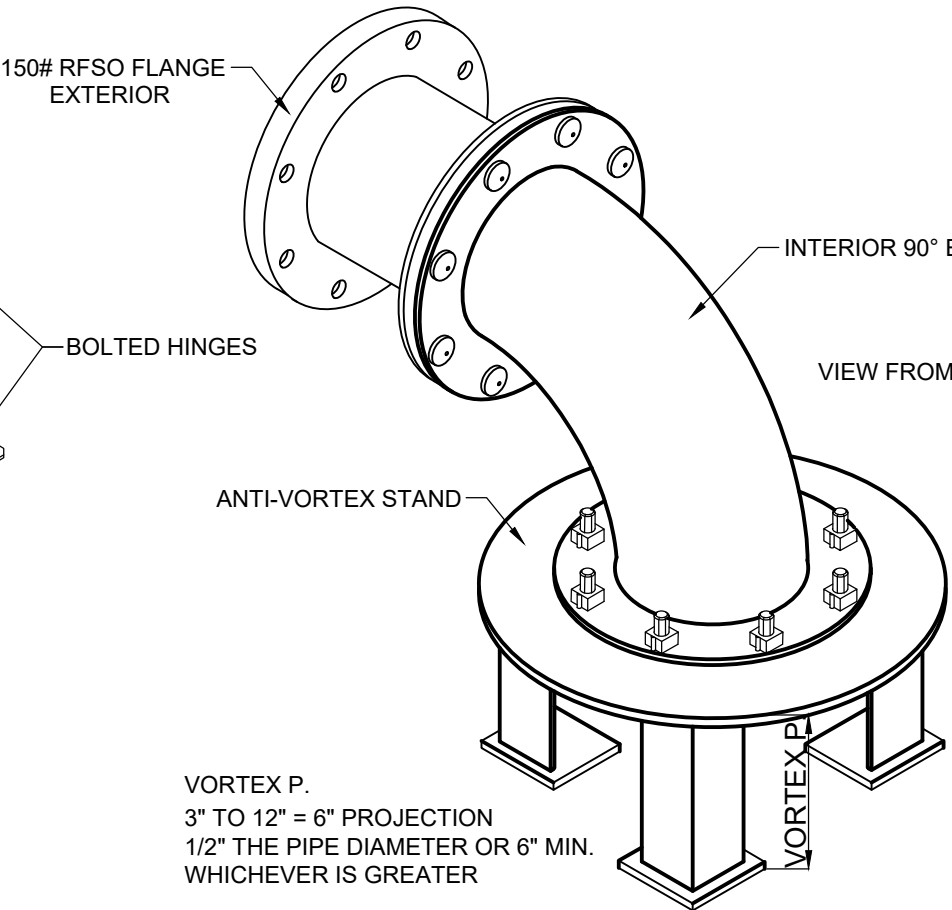
150# RFSO ANSI / ASME B16.5



24" SQUARE ACCESS HATCH



24" ROUND MANWAY



VORTEX P.
3" TO 12" = 6" PROJECTION
1/2" THE PIPE DIAMETER OR 6" MIN.
WHICHEVER IS GREATER

SUCTION OUTLET

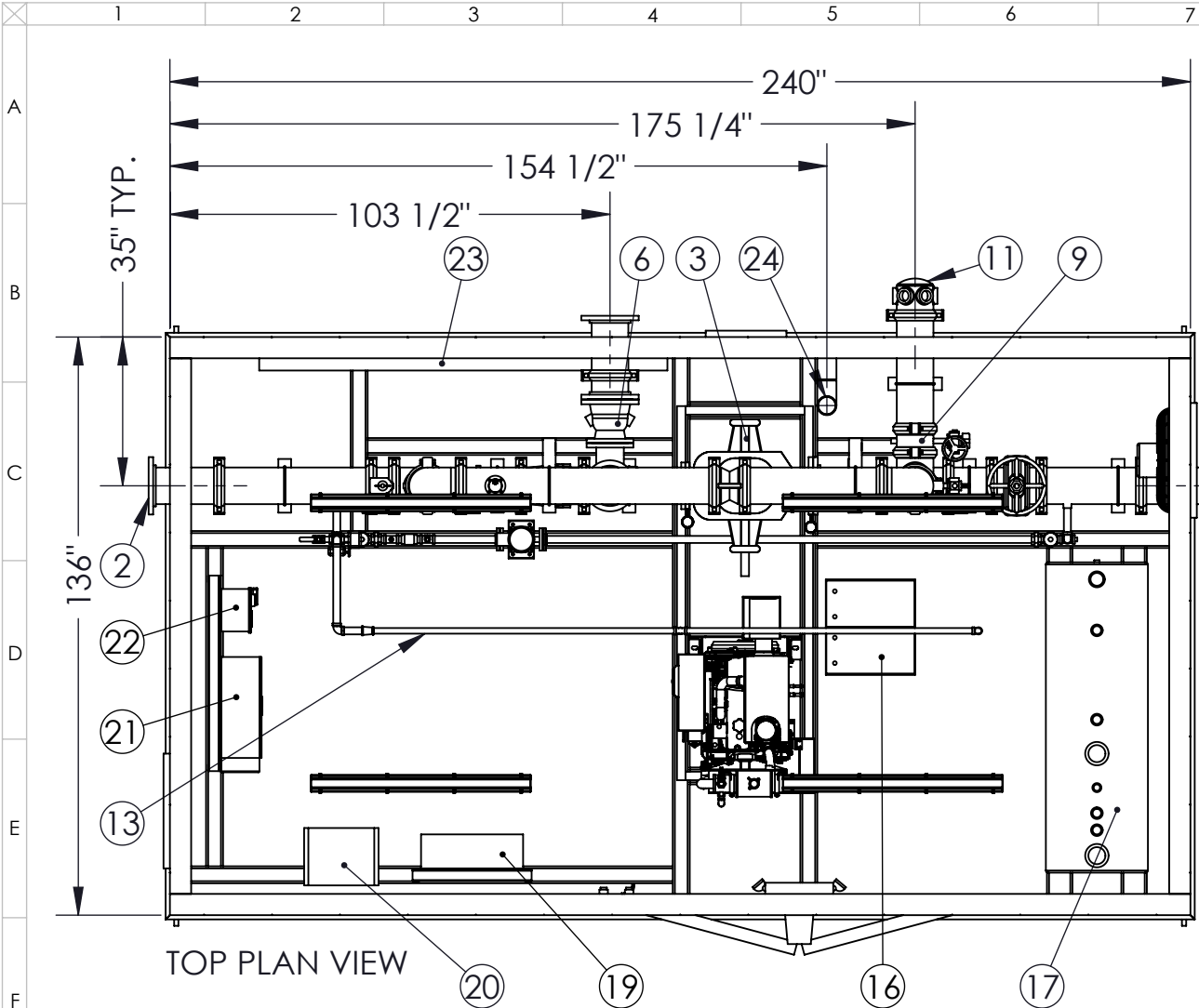
TANK 1 STANDARD



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UNLESS OTHERWISE SPECIFIED TOLERANCES: FRACTIONAL $\pm \frac{1}{16}$ ONE PLACE DECIMAL ± 0.060 TWO PLACE DECIMAL ± 0.030 THREE PLACE DECIMAL ± 0.010	ISSUED FOR SUBMITAL:	-
	ISSUED FOR MANUFACTURING:	-
	ISSUED FOR CONSTRUCTION:	-
	PROJECT MANAGER:	-

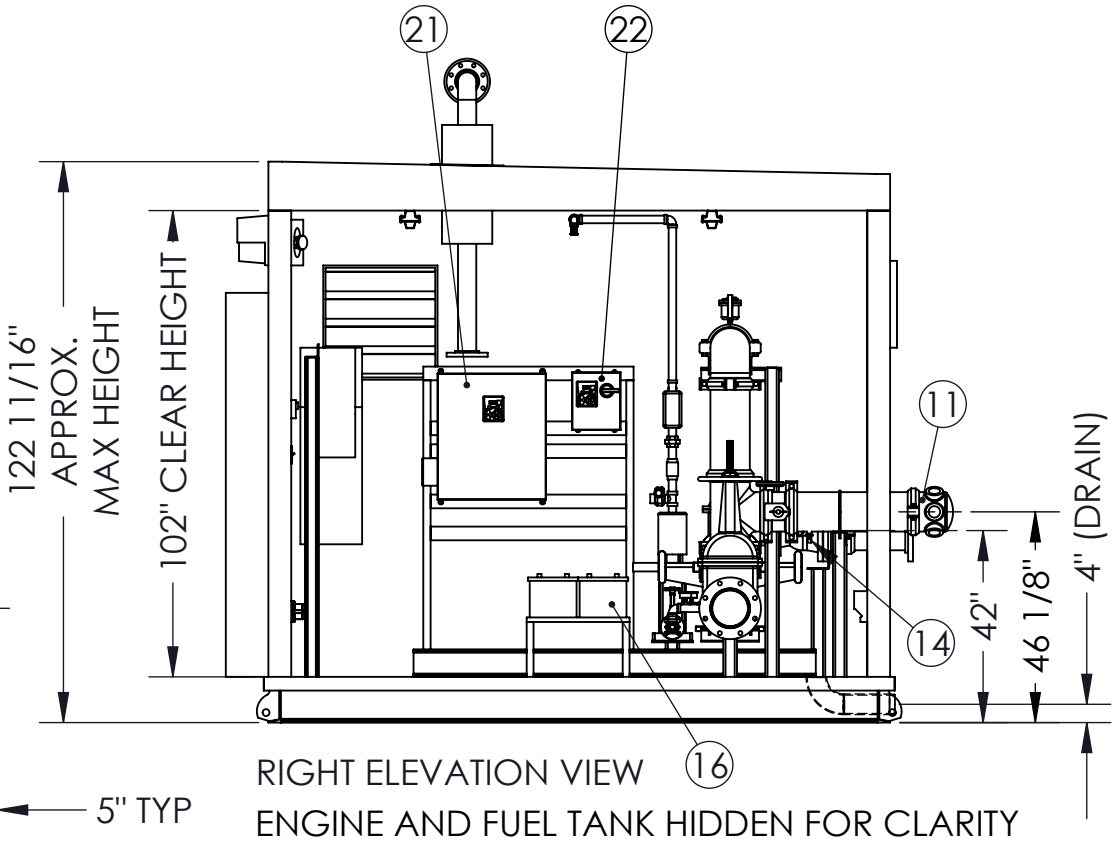
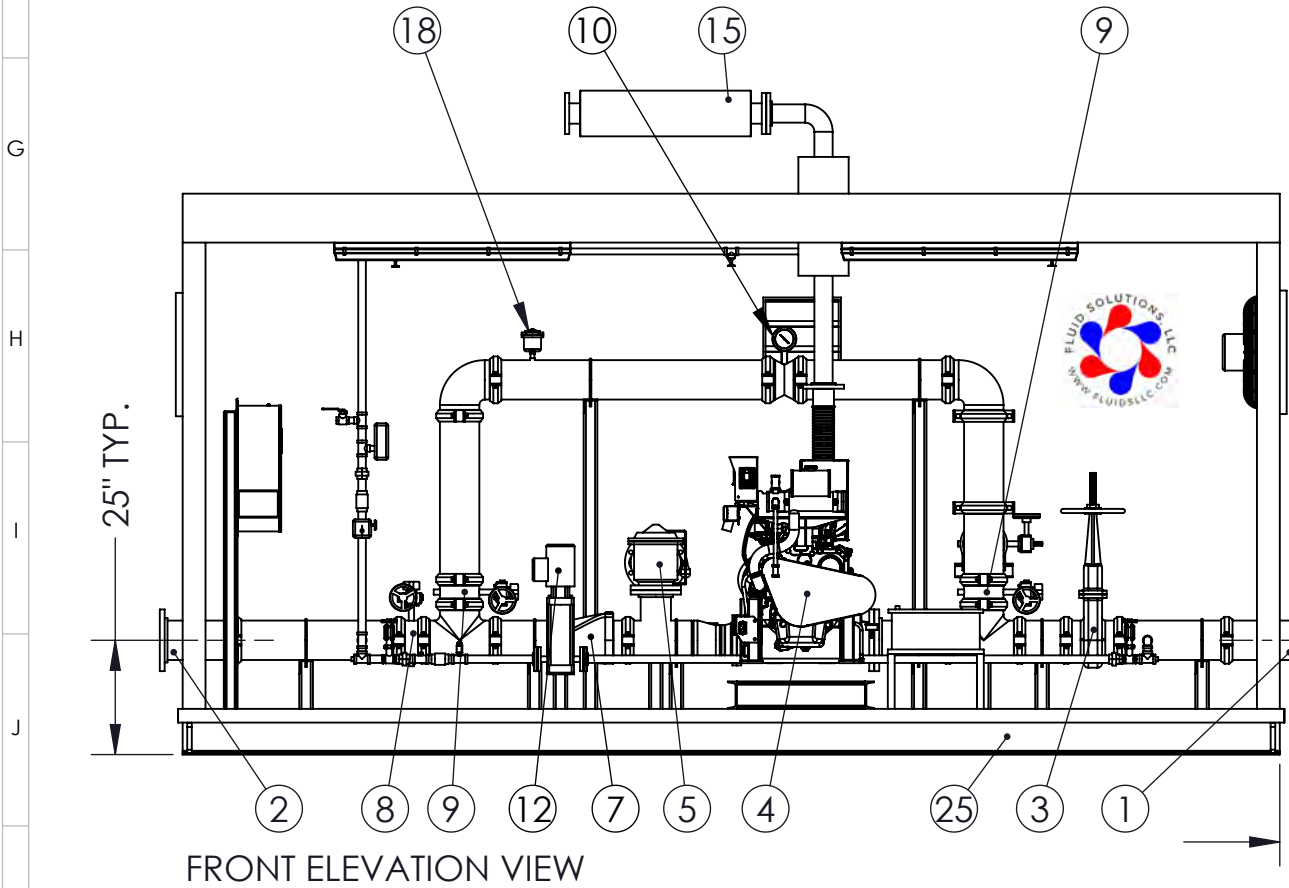
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LOCATION:	TYPICAL ALL SITES		SCALE:
DRAWN BY:	MPH	SHEET 1 OF 1	DO NOT SCALE THIS DRAWING
CHECKED BY:	-	PRE-SUBMITTAL 04	
APPROVED BY:	-		
			REV. 0



- NOTES:
- 1) ANCHOR BOLT HOLES AVAILABLE ONLY UPON CUSTOMER REQUEST.
 - 2) ONLY MAIN STRUCTURAL SUPPORTS ARE SHOWN ON DRAWING. ADDITIONAL CROSS MEMBERS ARE REQUIRED TO SUPPORT PIPING, PUMP CONTROLLER, OR ANY OTHER APPLICABLE COMPONENTS. IF THERE IS A DRAIN OR ANY OTHER OBSTRUCTION IN THE FLOOR THAT SHOULD BE CONSIDERED, PLEASE LOCATE ON THIS DRAWING.
 - 3) THIS SKID IS DESIGNED TO BE FILLED WITH CONCRETE AT INSTALLATION.
 - 4) TAMPER SWITCHES ARE PROVIDED ON ALL GATE VALVES AND BUTTERFLY VALVES.
 - 5) BUILDING HVAC, EMERGENCY LIGHT, LIGHTS, JOCKEY PUMP CONTROL PANEL, JOCKEY PUMP, AND OTHER ITEMS ARE SHOWN IN THEIR GENERAL LOCATIONS AND MAY VARY FROM THE LOCATION SHOWN ON THE DRAWING.
 - 6) ELECTRICAL SERVICE TO BE LANDED IN DISTRIBUTION PANEL BY OTHERS.
 - 7) SPRINKLER LINE LAYOUT TO BE FINALIZED BY AN NFPA 13 CERTIFIED VENDOR AT TIME OF PROJECT RELEASE.

APPROVED	
SIGN:	
DATE:	

ITEM NO.	DESCRIPTION	QTY.
1	8" SYSTEM SUCTION CONNECTION, 150# FF	1
2	6"/8" SYSTEM DISCHARGE CONNECTION, 150# FF	1
3	8" OS&Y GATE VALVE ANSI 150#	1
4	1000/1250 GPM DIESEL DRIVEN PUMP	1
5	MAIN RELIEF VALVE 6"	1
6	WASTECON 6" X 8"	1
7	8" GROOVED CHECK VALVE	1
8	8" GROOVED BUTTERFLY VALVE (N.O.)	1
9	8" GROOVED BUTTERFLY VALVE (N.C.)	3
10	8" FLOW METER - GROOVED	1
11	8"X6 GROOVED HOSE HEADER (SHIP LOOSE)	1
12	JOCKEY PUMP	1
13	SPRINKLER SYSTEM	1
14	1/2" DRIP VALVE	1
15	4" 150# FLG RESIDENTIAL MUFFLER (SHIP LOOSE)	1
16	12V BATTERY WITH RACK (SHIP LOOSE)	2
17	DOUBLE WALL FUEL TANK 140 GALLON	1
18	1/2" AIR RELEASE VALVE	1
19	SINGLE POINT POWER CONNECTION	1
20	MINI POWER ZONE	1
21	MAIN PUMP CONTROLLER	1
22	JOCKEY PUMP CONTROLLER	1
23	BASEBOARD HEATER	1
24	4" SYSTEM DRAIN	1
25	10" SYSTEM SKID	1



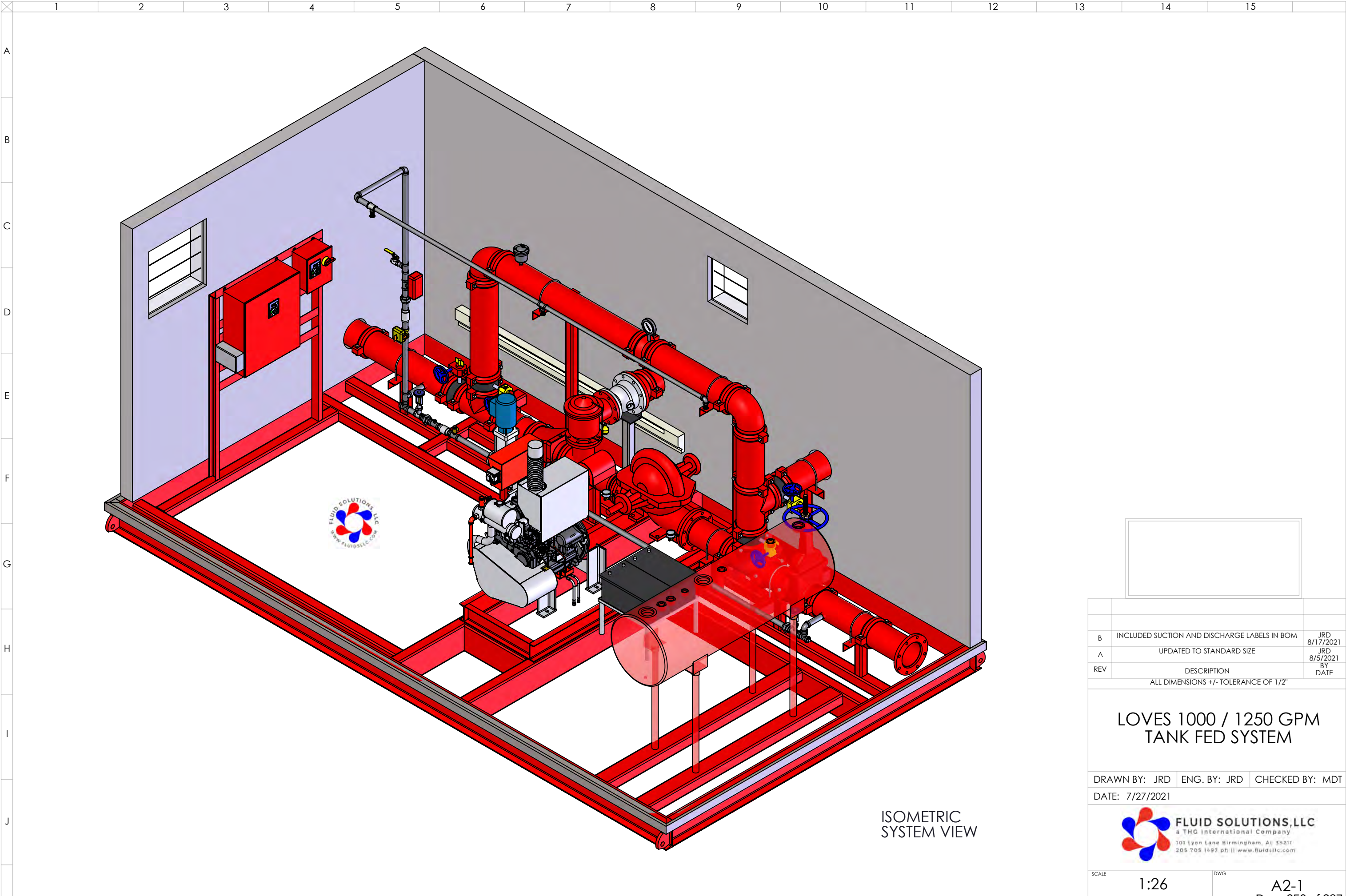
APPROXIMATE DRY
SYSTEM WEIGHT:
24,000 LBS

B	INCLUDED SUCTION AND DISCHARGE LABELS IN BOM	JRD 8/17/2021
A	UPDATED TO STANDARD SIZE	JRD 8/5/2021
REV	DESCRIPTION	BY DATE
ALL DIMENSIONS +/- TOLERANCE OF 1/2"		

LOVES 1000 / 1250 GPM
TANK FED SYSTEM

DRAWN BY: JRD ENG. BY: JRD CHECKED BY: MDT
DATE: 7/27/2021





B	INCLUDED SUCTION AND DISCHARGE LABELS IN BOM	JRD 8/17/2021
A	UPDATED TO STANDARD SIZE	JRD 8/5/2021
REV	DESCRIPTION	BY DATE
ALL DIMENSIONS +/- TOLERANCE OF 1/2"		

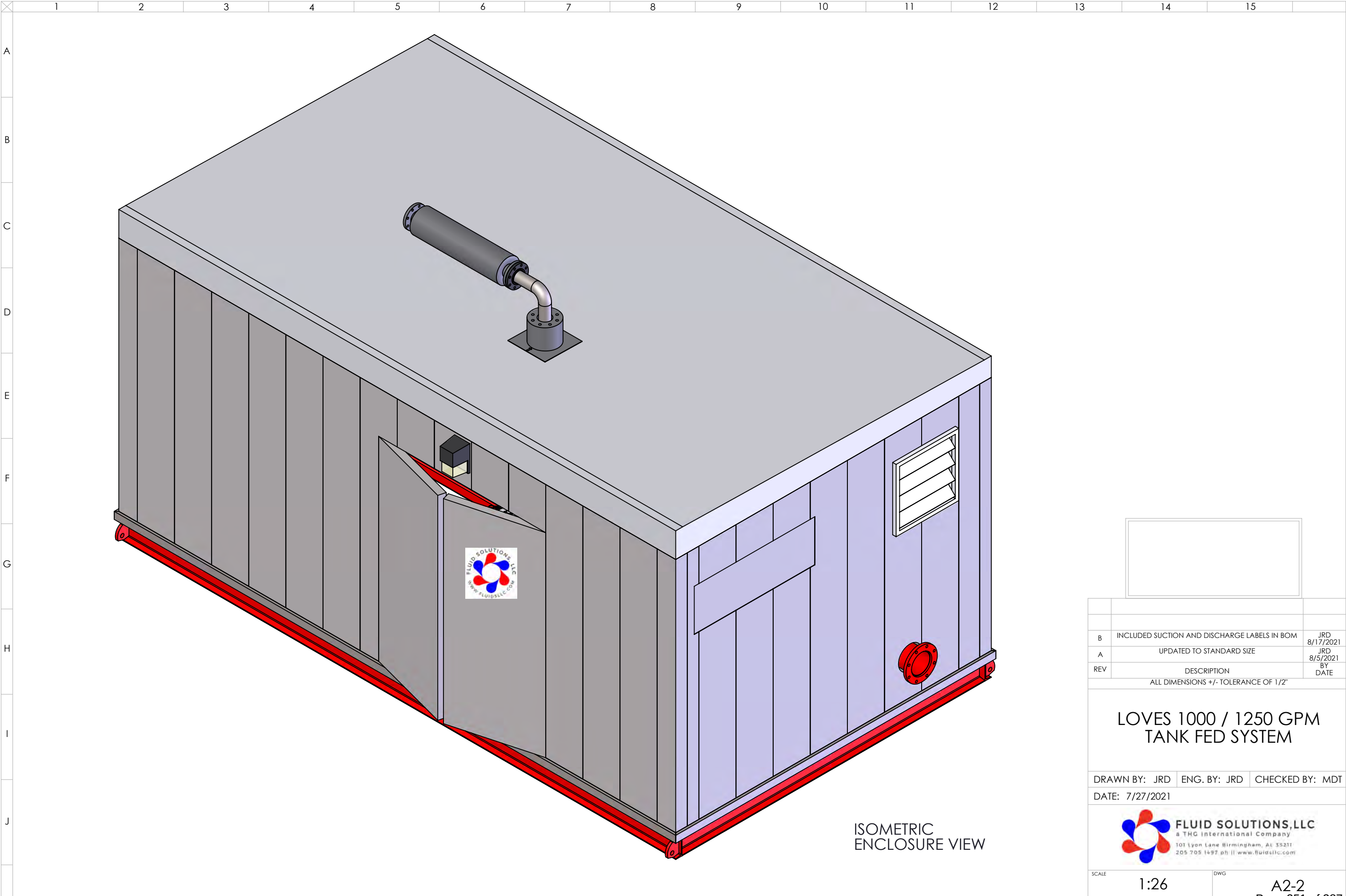
LOVES 1000 / 1250 GPM
TANK FED SYSTEM

DRAWN BY: JRD	ENG. BY: JRD	CHECKED BY: MDT
DATE: 7/27/2021		



FLUID SOLUTIONS, LLC
a THG International Company
101 Lyon Lane Birmingham, AL 35211
205 705 1497 ph || www.fluidsllc.com

SCALE	1:26	DWG	A2-1 Page 250 of 387
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B	INCLUDED SUCTION AND DISCHARGE LABELS IN BOM	JRD 8/17/2021
A	UPDATED TO STANDARD SIZE	JRD 8/5/2021
REV	DESCRIPTION	BY DATE
ALL DIMENSIONS +/- TOLERANCE OF 1/2"		
LOVES 1000 / 1250 GPM TANK FED SYSTEM		
DRAWN BY: JRD ENG. BY: JRD CHECKED BY: MDT		
DATE: 7/27/2021		
 FLUID SOLUTIONS, LLC a THG International Company 101 Lyon Lane Birmingham, AL 35211 205 705 1497 ph www.fluidsllc.com		
SCALE	1:26	DWG
A2-2 Page 251 of 387		

PC RESOLUTION NO. 26-1200
A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SUSANVILLE
CERTIFYING THE FINAL ENVIRONMENTAL IMPACT REPORT FOR
THE SUSANVILLE TRAVEL STOP PROJECT

WHEREAS, on October 14, 2024 the City of Susanville received applications from Lane Engineers on behalf of Sierra Pacific Industries requesting annexation to the City of Susanville of a 79.6 acre parcel located at the northwest corner of State Highway 36 and Skyline Road (APN: 107-280-017) (herein "Project Site"), a General Plan Map Amendment, Zoning Map Amendment, and Architectural and Site Plan Review, Use Permit, and Sign Permit applications to develop a travel stop consisting of a convenience store and two fast food restaurants in 13,005 square foot building, truck and automobile fueling station, and overnight RV parking area and associated amenities (herein "Project"); and

WHEREAS, the parcel is located within the City's Sphere of Influence and designated for potential future expansion of the City boundary and has an existing City of Susanville General Plan Land Use Designation of Light Industry or Business Park and is pre-zoned Manufacturing (M); and

WHEREAS, the project constitutes a discretionary action and is subject to the California Environmental Quality Act; and

WHEREAS, the City prepared and released an Initial Study and Notice of Preparation for an Environmental Impact Report (EIR) on February 3, 2025, for the project; and

WHEREAS, on December 17, 2025, the City released a Notice of Completion/Notice of Availability (NOC/NOA) that a Draft EIR (DEIR) was prepared, provided the DEIR to the State Clearinghouse, posted the DEIR on the City's Website, and made hard copies of the DEIR available at City Hall; and

WHEREAS, public notice of the DEIR availability was published in the Intermountain News on December 17, 2025, and December 24, 2025, and mailed to the LAFCO, Lassen County, and interested parties; and

WHEREAS, the distribution of public noticing of the availability of the DEIR initiated a 45-day public comment period beginning on December 17, 2025, and ending on January 31, 2026; and

WHEREAS, during the DEIR Comment Period, comments from the public were received regarding the environmental review process, conversion of agricultural lands, impacts to scenic resources, increased light and glare, impacts to air quality, hydrology, land use compatibility, water quality and flooding, noise, traffic, water and wastewater; and

WHEREAS, during the DEIR Comment Period, comment letters from regulatory agencies were received from the California Department of Conservation, Geologic Energy Management Division, Department of Fish and Wildlife (CDFW), and the California Department of Transportation (CalTrans); and

WHEREAS, following the close of the public comment period for the DEIR, the City prepared a Final EIR in accordance with CEQA Guidelines Section 15132, which consists of the

1 DEIR, all comment letters received during the public review period, written responses to those
2 comments, and all associated technical appendices, errata, and supporting documentation; and

3 **WHEREAS**, public notice on the Final EIR Availability, Intent to Certify, and Notice of
4 Public Hearing on the Final EIR and project entitlements to be held on April 15, 2026, was
5 published in the Intermountain News on April 3, 2026, and mailed to all property owners and
6 occupants within 300 feet of the project site; and

7 **WHEREAS**, a duly noticed public hearing was held on April 15, 2026 to consider the
8 Final EIR (State Clearinghouse No, 2025011078) to consider the Project; and

9 **WHEREAS**, the Planning Commission has received and considered the staff report, the
10 Final EIR, all appendices, and the full administrative record; and

11 **WHEREAS**, the Planning Commission has provided opportunity for public testimony,
12 has weighed the evidence presented therein, and has exercised its independent judgment in
13 evaluating the adequacy of the environmental documentation; and

14 **WHEREAS**, the Planning Commission finds that the Final EIR has been completed in
15 compliance with the California Environmental Quality Act (CEQA), the State CEQA Guidelines,
16 and the City's local procedures.

17 **NOW THEREFORE, BE IT RESOLVED**, that at the April 15, 2026 public hearing, the
18 Planning Commission of the City of Susanville considered public comments on the Final EIR,
19 Annexation, General Plan Map Amendment, Zoning Map Amendment, Use Permit, and Sign
20 Permit, and hereby make the following findings and determinations based on the oral and
21 written record, including without limitation, the staff reports, public comments and all documents
22 in the record:

23 1. CEQA Findings: The Planning Commission makes the following CEQA findings:

- 24 A. The potential environmental impacts of the Susanville Travel Stop Project,
25 including annexation, General Plan Map Amendment, Zoning Map
26 Amendment, Use Permit, and Sign Permit were fully analyzed in the
27 Susanville Travel Stop FEIR (SCH# 2025011078) containing all
28 requirements of CEQA Guidelines Section 15320, inclusive of the DEIR,
Response to Comments, references, appendices, and all attachments
thereto.
- B. The Final EIR identified several potentially significant impacts that will be
reduced to a less than significant level with specified mitigation measures.
Consistent with Section 21081(a) of the Public Resources Code, the
Planning Commission makes general findings as set forth in Exhibit A
(Findings of Fact), attached hereto and incorporated herein by reference.
Additionally, consistent with Section 21081(a)(3) of the Public Resources
Code the Planning Commission makes findings with respect to alternatives
studied in the Project EIR as set forth in Exhibit A.
- C. Pursuant to CEQA Guidelines Section 15091(d), a Mitigation Monitoring
and Reporting Program has been prepared as set forth in Exhibit B,
attached hereto and incorporated herein by reference, to ensure that all
feasible mitigation measures which serve to reduce environmental impacts
of the Project as identified by the Final EIR are fully implemented.

Additionally, the Planning Commission finds that for each identified mitigation measure that requires the cooperation or action of another agency, adoption, and implementation of each such mitigation measures is within the responsibility and jurisdiction of the public agency identified, and the measures are adopted by the City of Susanville.

2. Based on the findings set forth above, the Planning Commission hereby certifies the Environmental Impact Report for the Susanville Travel Stop.

APPROVED: _____
Mendy Schuster, Chair

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the Planning Commission of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

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1 **WHEREAS**, the Planning Commission conducted a duly noticed public hearing on April
2 15, 2026, at which time all interested persons had an opportunity to be heard and considered
3 the staff report, EIR, the administrative record for the Project, and other evidence presented and
4 the Planning Commission adopted PC Resolution No. 26-1200, certifying the Final
5 Environmental Impact Report for the Project.

6 **NOW THEREFORE, BE IT RESOLVED**, that the Planning Commission of the City of
7 Susanville hereby makes the following findings based on the analysis and findings provided in
8 the staff report dated April 15, 2026, and all attachments incorporated here-in by reference:

9 **SECTION 1.** The Environmental Impact Report prepared for the Project evaluated
10 environmental impacts associated with the Project including annexation, General Plan land use
11 map and zoning map changes, and land use entitlements (Architectural and Site Plan Review,
12 Use Permit, and Sign Permit applications) for the Love's Travel Stop.

13 The EIR determined that impacts would be less than significant or mitigated to less-than-
14 significant levels with implementation of mitigation measures and preparation of a Mitigation
15 Monitoring and Reporting Program. Accordingly, consistent with Public Resources Code Section
16 21081(a), the Planning Commission makes general findings and findings regarding each
17 significant adverse environmental effect of the Project as set forth in Exhibit B (Findings of Fact),
18 attached hereto and incorporated by reference. Additionally, consistent with Section 21081(a)(3)
19 the Planning Commission makes findings with respect to alternatives studies in the EIR as set
20 forth in Exhibit B. Pursuant to CEQA Guidelines Section 15091(d), a Mitigation Monitoring and
21 Reporting Program has been prepared as set forth in Exhibit C, attached hereto and
22 incorporated herein by reference, to ensure that all feasible mitigation measures which serve to
23 reduce environmental impacts of the Project are fully implemented.

24 Therefore, the Planning Commission finds that the environmental effects of the amendment
25 have been adequately analyzed pursuant to CEQA.

26 **SECTION 2.** Findings. The Planning Commission hereby makes the following findings in
27 support of recommending City Council approval of the General Plan Amendment:

28 A. The General Plan amendment is in the Public Interest.

 California Government Code Section 65358 authorizes a city to amend its General
Plan when the legislative body determines that the amendment is in the public
interest.

 The proposed amendment would change the land use designation of the Project site
from Light Industrial/Business Park to General Commercial/ Shopping Center to
allow development of commercial services oriented to travelers and local residents
along the SR-36 corridor. The Project would expand commercial services available in
the community, support economic activity, create employment opportunities, and
generate tax revenues for the City.

 Accordingly, the Planning Commission finds that the amendment is in the public interest.

 B. The General Plan Amendment is Consistent with the Goals and Policies of the
Susanville General Plan.

1 The proposed General Commercial/ Shopping Center designation is intended to
2 accommodate a wide range of commercial uses serving both local and regional
3 needs and specifically contemplates uses such as service stations, restaurants, and
4 similar commercial services along major transportation corridors.

5 The proposed travel stop includes automobile and truck fueling facilities,
6 convenience retail, fast-food restaurants with drive-through service, and recreational
7 vehicle services, which are consistent with the types of uses contemplated within the
8 General Commercial/ Shopping Center designation. The Project is also consistent
9 with applicable General Plan policies including those related to:

- 10 Community character and commercial development quality
- 11 Safe and efficient circulation along major transportation corridors
- 12 Economic development and expansion of commercial services.

13 Therefore, the Planning Commission finds that the amendment is consistent with the
14 goals and policies of the Susanville General Plan.

15 C. The Amendment is Compatible with Surrounding Land Uses.

16 The Project Site is located at the southern edge of the City and is surrounded
17 primarily by vacant land and commercial development located north of the Susan
18 River along SR-36.

19 The proposed commercial designation and travel stop use are compatible with
20 surrounding commercial uses, including retail stores, restaurants, and other highway-
21 oriented services in the vicinity.

22 Accordingly, the Planning Commission finds that the amendment is compatible with
23 surrounding land uses and will not adversely affect the character of the area.

24 D. The Amendment Supports Orderly Growth and Development.

25 The property is located within the City's Sphere of Influence and adjacent to existing
26 City limits, and annexation of the Project Site represents a logical extension of
27 municipal boundaries.

28 Amending the General Plan land use designation allows the City to guide
development within its Sphere of Influence and ensure that future development
occurs in a manner consistent with City planning policies and municipal service
capabilities.

Accordingly, the Planning Commission finds that the amendment promotes orderly
growth and development of the City.

E. The Amendment Complies with State Law Limiting General Plan Amendments.

Government Code Section 65358 limits amendments to mandatory elements of the
General Plan to four times per calendar year. The proposed amendment represents
the first General Plan amendment considered by the City in the 2026 calendar year
and therefore complies with the requirements of State law.

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APPROVED: _____
Mendy Schuster, Chair

ATTEST: _____
Heidi Whitlock, City Clerk

The foregoing resolution was adopted at a regular meeting of the Planning Commission of the City of Susanville, held on the 15th day of April 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk

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1 **NOW THEREFORE, BE IT RESOLVED**, that the Planning Commission of the City of
2 Susanville hereby makes the following findings based on the analysis and findings provided in
3 the staff report dated April 15, 2026, and all attachments incorporated here-in by reference:

4 **SECTION 1.** Environmental Review. The Environmental Impact Report prepared for the
5 Project evaluated environmental impacts associated with the Project including annexation,
6 General Plan land use map and zoning map changes, and land use entitlements (Architectural
7 and Site Plan Review, Use Permit, and Sign Permit applications) for the Love's Travel Stop.

8 The EIR determined that impacts would be less than significant or mitigated to less-than-
9 significant levels with implementation of mitigation measures and preparation of a Mitigation
10 Monitoring and Reporting Program. Accordingly, consistent with Public Resources Code Section
11 21081(a), the Planning Commission makes general findings and findings regarding each
12 significant adverse environmental effect of the Project as set forth in Exhibit B (Findings of Fact),
13 attached hereto and incorporated by reference. Additionally, consistent with Section 21081(a)(3)
14 the Planning Commission makes findings with respect to alternatives studies in the EIR as set
15 forth in Exhibit B. Pursuant to CEQA Guidelines Section 15091(d), a Mitigation Monitoring and
16 Reporting Program has been prepared as set forth in Exhibit C, attached hereto and
17 incorporated herein by reference, to ensure that all feasible mitigation measures which serve to
18 reduce environmental impacts of the Project are fully implemented.

19 Therefore, the Planning Commission finds that the environmental effects of the amendment
20 have been adequately analyzed pursuant to CEQA.

21 **SECTION 2.** Findings.

22 The Planning Commission hereby makes the following findings in support of approval of
23 the Architectural and Site Plan Review, Use Permit, and Sign Permit applications for the Project
24 subject to conditions of approval set forth in Exhibit A, attached hereto and incorporated herein
25 as reference:

26 A. Architectural and Site Plan Review

27 1. *The architectural and general appearance of the buildings, structures, and grounds are in*
28 *keeping with the character of the neighborhood.*

 The project site is located at the southern edge of the city and is currently surrounded by large
vacant parcels to the east, south, and west. Existing commercial development is located to the
north across the Susan River and along SR 36.

 Immediately north of the project site, across the Susan River at the southwest corner of
Riverside Drive and SR 36, is a standalone fast-food restaurant with drive-through service. On
the north side of Riverside Drive is a shopping center containing a supermarket, retail stores,
professional services, and cafés located behind a large parking lot. A separate one-story fast-
food restaurant with drive-through service is located near the street frontage at the southern end
of the shopping center.

 Across SR 36 from the shopping center are several one-story standalone commercial buildings,
including a bank with a drive-through teller, a credit union, and a restaurant, as well as a two-
story hotel. These surrounding commercial uses are generally set back approximately 60 to 100
feet from SR 36, with parking located in front of or along the sides of the buildings. Building
sizes in the area range from approximately 2,800 square feet to more than 85,000 square feet.

1 The architectural character of surrounding development is predominantly commercial in nature,
2 typically consisting of stucco exterior finishes and flat roofs with mansard-style accents. The
3 nearby hotel incorporates horizontal siding and brick accents and features a moderately pitched
4 roof with composition shingles.

5 The proposed travel stop building is consistent with the scale and character of surrounding
6 commercial development. The building is single-story, incorporates stucco finishes, and is
7 designed with parking areas located between the building and adjacent streets, similar to other
8 nearby commercial properties.

9 The project's truck parking area is located behind the proposed building and is set back
10 approximately 500 feet from the SR 36 frontage and approximately 200 feet from the extension
11 of Skyline Road. As conditioned, landscaping consisting of trees and shrubs will be installed to
12 filter and soften views of parking areas from public vantage points.

13 Based on the building design, scale, and site layout, the architectural and overall appearance of
14 the project is compatible with the existing and planned commercial character of the surrounding
15 area.

16 The Project Site is located at the southern edge of the City along SR-36 and is surrounded
17 primarily by vacant land and commercial development north of the Susan River. The proposed
18 building design, scale, materials, and site layout are consistent with nearby commercial
19 development and will be visually compatible with the surrounding area.

20 *2. The use will not be detrimental to the orderly and harmonious development of the city.*

21 The proposed travel stop is located on a vacant parcel at the southern edge of the City along
22 SR 36 at an existing signalized intersection. The project includes extension of Skyline Road
23 westward along the southern edge of the site to provide safe access to the development.

24 The project design includes separate access driveways for passenger vehicles and trucks,
25 allowing for safe and efficient circulation within the site while minimizing conflicts between
26 vehicle types. Locating the travel stop at the edge of the city along a state highway allows trucks
27 to access the facility without traveling through the core of the community.

28 The project will provide fuel, food services, and parking accommodations for travelers and
commercial truck drivers, which represent services that are currently limited in the Susanville
area. The location and design of the project therefore support orderly development along the SR
36 corridor while minimizing potential conflicts with established areas of the city.

For these reasons, the Planning Commission finds that the proposed development will not be
detrimental to the orderly and harmonious development of the City.

B. Use Permit

*The establishment, maintenance, or operation of the use, building, or facilities will not be
detrimental to, or contrary to, the health, safety, peace, morals, comfort, and general welfare of
persons residing or working in the neighborhood of the proposed use, nor will it be detrimental
or injurious to property or improvements in the neighborhood or to the general welfare of the
City.*

1 The proposed travel stop will not be detrimental to the health, safety, peace, comfort, or general
2 welfare of persons residing or working in the vicinity due to its design, site layout, and location.

3 The project is designed to allow safe ingress and egress through separate truck and passenger
4 vehicle access points from the extension of Skyline Road, which connects to SR 36 at an
5 existing signalized intersection. This design provides safe circulation while minimizing traffic
6 conflicts.

7 The site is located more than 1,000 feet from the nearest existing development at the southern
8 edge of the city. As a result, potential impacts such as noise, lighting, or operational activity
9 associated with truck parking and fueling operations will not adversely affect nearby residents or
10 businesses.

11 As documented in the Project Environmental Impact Report (EIR), adequate public utilities
12 including water, wastewater, electricity, telecommunications, and solid waste services are
13 available or will be extended to serve the project. The project also includes bioretention basins
14 for on-site stormwater treatment and storm drainage facilities designed to safely convey runoff
15 to existing public storm drainage infrastructure. The EIR further concludes that the project will
16 not require the construction of new fire stations, police stations, schools, parks, or other public
17 facilities to maintain acceptable service levels. Finally, all project improvements will be
18 constructed in compliance with applicable building, fire, and safety codes.

19 Based on the project design, environmental review, and the availability of public services, the
20 Planning Commission finds that the proposed travel stop will not be detrimental to surrounding
21 properties or to the general welfare of the City.

22 C. Sign Permit

23 *Per SMC section 17.128.070 building signs shall not exceed a combined size of one-and-one-*
24 *half square feet in area for each lineal foot of building frontage. One freestanding sign not to*
25 *exceed 150 square feet (75 square feet per side for a double-faced sign), 15 feet in height, and*
26 *set back a minimum of 12 feet from the road right-of-way is allowed. SMC section 17.18.130(F)*
27 *allows exemptions from the sign standards for sign size and height, among other criteria,*
28 *subject to Planning Commission approval of a use permit.*

The proposed 13,005-square foot building in which the convenience store and restaurants will
be located has two street frontages with a combined frontage of approximately 269 lineal feet
and a maximum allowed wall sign area of 403 square feet. The combined wall sign area of the
signs on the building are approximately 347 square feet.

A 50-foot tall freestanding sign with a double-sided sign face area of 1,171 square feet
(including both sides) is proposed along the SR 36 frontage. The sign would contain a total of 60
characters (letters and numerals) with one sign for each of the three businesses on the site, two
fuel price signs, and a "Welcome to Susanville" sign. As proposed, the freestanding sign face
area and sign height exceed the maximums allowed by over 780% and 330%, respectively. A
second freestanding sign (identified in the plans as a "Street Sign") is proposed along Skyline
Road just west of the first driveway entrance. It is 25 feet tall and has a total sign face area of
406 square feet (including both sides). The sign has one sign for each business on the site and
five fuel price signs. A third freestanding sign is proposed above the truck scale with a height of
21.5 feet and a sign face area of 230 square feet (including both sides). The truck scale is

1 adjacent to the west side of the truck fuel dispenser canopy and would be shielded from Skyline
2 Road by the canopy and is setback approximately 700 feet from SR 36.

3 Based on the USSC legibility methodology, while increased visibility distance may improve
4 awareness of the site, it does not appear that a 50-foot-tall 1,171 sf sign is necessary to comply
5 with USSC Guidelines. Through implementation of a condition of approval, the freestanding sign
6 will comply with the code.

7 The proposed wall signs meet the sign standards of the code and with the conditions of
8 approval, Exhibit A hereto, the proposed freestanding sign meets the exception to the sign size
9 and height limits.

10 APPROVED: _____
11 Mendy Schuster, Chair

12 ATTEST: _____
13 Heidi Whitlock, City Clerk

14 The foregoing resolution was adopted at a regular meeting of the Planning Commission
15 of the City of Susanville, held on the 15th day of April 2026, by the following vote:

16 AYES:
17 NOES:
18 ABSENT:
19 ABSTAIN:

20 _____
21 Heidi Whitlock, City Clerk

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Exhibit A: Conditions of Approval

General Conditions of Approval

1. Plans shall be in substantial conformance with these conditions of approval, and the architectural, civil, landscaping, and sign plans approved by the City Council on April 15, 2026, except as modified by these conditions of approval.
2. This approval is granted for and contingent upon construction of the project as a whole, in a single phase, with the construction and/or installation of all features approved and required herein.
3. The applicant shall defend, indemnify, and hold harmless the City and any of its boards, commissions, agents, officials, officers, and employees from any claim, action, or proceeding against the City, its boards, commissions, agents, officials, officers, or employees to attack, set aside, void, or annul any of the approvals of the project, when such claim or action is brought within the time period provided for in applicable State and/or local statutes. The City shall promptly notify the applicant of any such claim, action, or proceeding. The City shall coordinate and cooperate with applicants in the defense. Nothing contained in this condition shall prohibit the City from participating in a defense of any claim, action, or proceeding, and if the City chooses to do so, the applicant shall reimburse the City for reasonable attorneys' fees incurred by the City.
4. Conditions of Approval contained herein and the Mitigation Measures of the Susanville Travel Stop Environmental Impact Report shall be printed on the second sheet of each plan set on pages of the same size as those sheets submitted for any demolition, grading or building permit for the project.

Planning Department Conditions of Approval

5. Land use entitlements approved shall only take effect after the effective date of the City Council Ordinance pre-zoning the property General Commercial Shopping (C-2) and after the annexation of the project site into the City of Susanville is final and recorded.
6. Prior to issuance of grading or building permits, the applicant shall provide an dedication in fee to the City of Susanville of the portion of the property that borders the Susan River as follows: Approximately 3,000 feet in length starting at the existing Susanville City limit line at SR-36 and extending to the northwestern property line and 20 feet wide starting at the southern top-of-bank of the Susan River.
7. The project proponent must provide a grading plan and a drainage report demonstrating that the project will not have negative impacts to the state highway and its drainage features. The report must include an analysis of the proposed retention feature (s).
8. Include 8-phase signaling for the intersection of SR/36 and Skyline Road
9. Provide a fair share contribution toward the construction of a bike path along the property frontage on State Route 36.
10. Signage shall be posted in the overnight truck parking area with "IDLING LIMITED TO 5 MIN."

Resolution XX-2026 of the City Council of Susanville approving Architectural Site Plan Review, Use Permit, and Sign Permit for Love's Travel Stop

11. The site operator shall require Recreational Vehicles to plug into the site's electrical services and the use of generators by Recreational Vehicles shall be prohibited and signage posted accordingly.
12. The Applicant shall require all project contractors to use properly maintained mufflers on construction vehicles to meet EPA standards established under the Federal Noise Control Act of 1972 for new equipment.
13. During construction, stationary construction equipment, such as compressors, shall be placed as far as possible from the residential areas to the south.
14. Prior to issuance of building permits, the applicant shall submit elevation drawings for the trash enclosure demonstrating compliance with SMC Section 17.36.050(J).
15. Enclosures around the above ground diesel storage tanks and around the water booster pump shall be subject to review and approval by the City to ensure they are architecturally consistent with the convenience store building.
16. One loading space meeting the requirements of SMC Section 17.100.120 (minimum 12 feet by 30 feet) shall be provided.
17. All plant material and signage within a 30 foot triangle at the intersection of streets, and a 15 foot triangle at the intersection of driveways and streets, shall be no more than two feet in height above the curb level, except for trees which are trimmed so that no branches extend lower than six feet above the curb.
18. To comply with the tree requirement along SR 36 frontage, the landscape plan shall be revised to include one tree for every 30 feet of street frontage planted within 110 feet of the right-of-way and along the northern boundary of the developed area and freestanding sign access road.
19. One shrub per 25 square feet of the required 10-foot planting area shall be provided along both the SR 36 and Skyline Road frontages and along the northern boundary of the developed area and freestanding sign access road. Grass may be substituted for shrubs at the applicant's discretion.
20. Living plant material shall be added to landscaped areas surrounding the parking areas to demonstrate that at least 50 percent of the required landscape area will consist of living plant material at maturity.
21. The site operator and property owner are responsible for ensuring all landscaping is kept clean and free of trash and debris and kept in healthy condition and consistent with the landscaped design in the final approved plans.
22. Rooftop mechanical equipment shall be fully screened from public view.
23. Prior to issuance of a building permit, the applicant shall provide a final plan set showing all proposed exterior lighting specifications. All exterior lighting shall have full cutoff fixtures and shielding of the light source in compliance with glare and spillover standards. Where feasible, the height of lighting shall be reduced below the 43' and 33' heights proposed.
24. The applicant shall provide an analysis of the minimal sign height and size necessary for legibility of the freestanding sign along SR 36 and along Skyline Road using the methodology provided in the US Sign Council guidelines and reduce the height and size of the signs accordingly.
25. To provide safe sight distance at the driveways and intersection of SR 36 and Skyline Road, all plant material and signs within a 30 foot triangle at the intersection of SR 36 and Skyline Road, and a 15 foot triangle at the intersection of both driveways and

Resolution XX-2026 of the City Council of Susanville approving Architectural Site Plan Review, Use Permit, and Sign Permit for Love's Travel Stop

Skyline Road, shall be no more than two feet in height above the curb level, except for trees which are trimmed so that no branches extend lower than six feet above the curb.

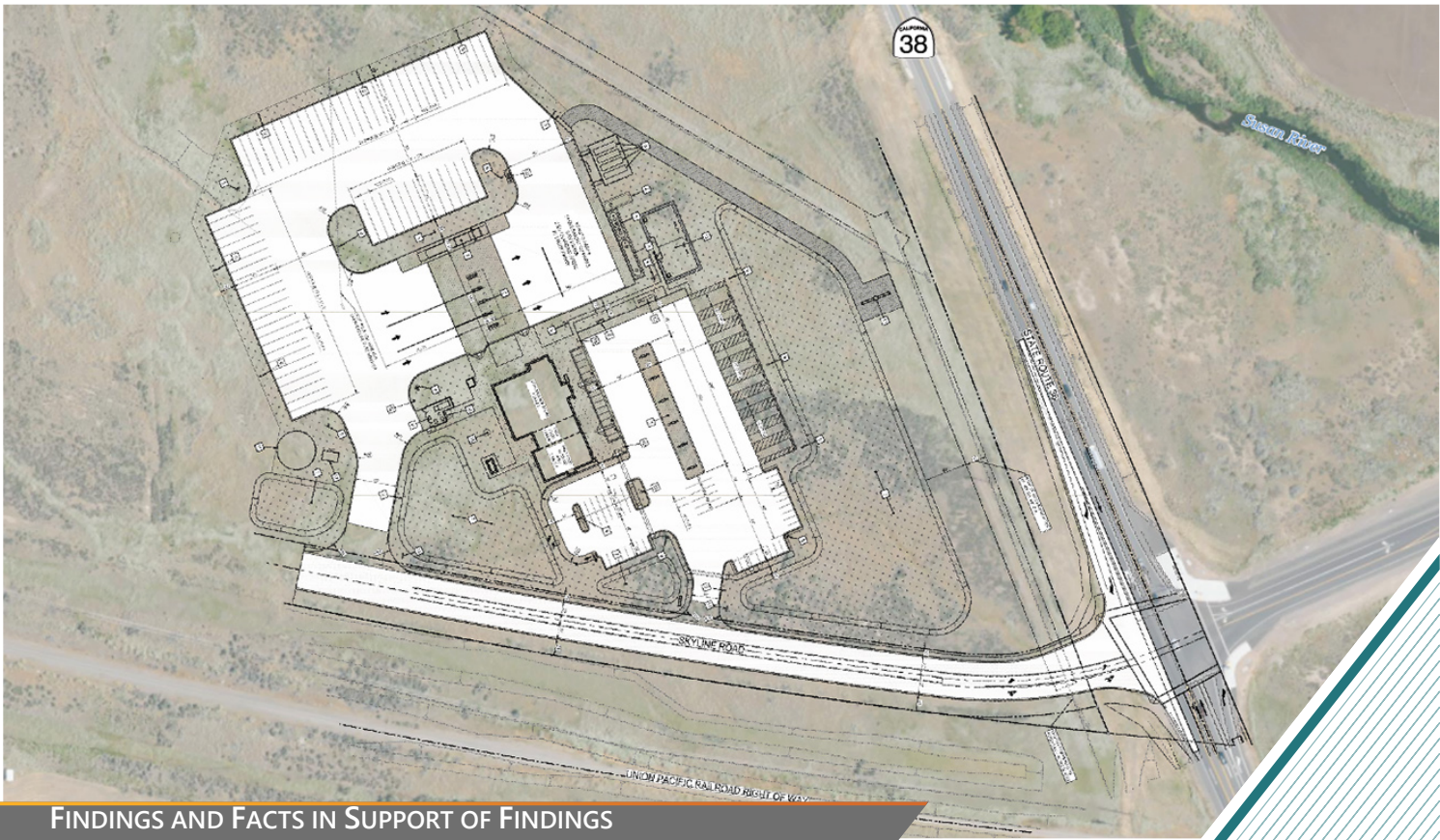
26. The project applicant/operator and property owner shall implement all mitigation measures in the Mitigation, Monitoring, and Reporting Program certified as part of the environmental impact report certified by the City Council on April 15, 2026.
27. Prior to issuance of a certificate of occupancy, security surveillance video cameras shall be installed and maintained in good working order to provide coverage on a 24-hour basis of all internal areas and building entrances. The security surveillance cameras shall be oriented in a manner that provides clear and certain identification of all individuals within those areas. Cameras shall remain active at all times and shall be capable of operating under any lighting condition. Security video must use standard industry format to support criminal investigations and shall be maintained for 60 days.

Public Works Conditions of Approval

28. Project drainage shall be designed after consultation with City staff to determine the scope and appropriate methodology depending on site characteristics. Surface flow, storm drains, or a combination may be required; detention and/or retention provisions may be required, including storm water treatment may be required.
29. All parking surfaces, driveways, and access routes must be paved with asphalt concrete, or Portland cement concrete. The surface must be constructed to support anticipated vehicle loads in conformance with relevant engineering standards. All parking spaces must be clearly defined with durable white or yellow traffic paint. Directional arrows, stop lines, crosswalks, and fire lanes must be clearly marked and maintained to ensure safe traffic flow.
30. The paved parking area must be properly graded and equipped with appropriate drainage infrastructure (e.g., catch basins, bioswales, or retention areas) to manage stormwater runoff on-site. Runoff shall not be directed onto adjacent private properties or public rights-of-way in a manner that creates a nuisance or hazard.
31. The property owner or operator shall maintain the paved parking areas in good condition in perpetuity. This includes, but is not limited to, promptly repairing potholes, sealing cracks, sweeping debris, and restriping faded lines to ensure ongoing safety and clear delineation of spaces.
32. Prior to the issuance of a Certificate of Occupancy or final building inspection, the applicant shall install approved backflow prevention assemblies on all domestic, commercial, and irrigation water service lines as required by the Director of Public Works and in accordance with the City's Cross Connection Control Plan.
33. The property owner shall be responsible for the perpetual maintenance of the backflow prevention devices. The devices must be tested annually by a certified tester, and passing test reports must be submitted to the City Public Works Department annually by the required deadline.
34. Prior to issuance of a Certificate of Occupancy, the property owner/applicant shall construct to City standards and dedicate, to the City, the road and right-of-way corridor of adequate width and length to encompass that portion of Skyline Rd. South (including a future Class 1 bicycle lane) that is needed to access the owner/applicant's property.

Other Department Conditions of Approval

35. Fire apparatus access roads shall have an unobstructed width and vertical clearance as provided by the City Public Safety Chief or Fire Chief.
36. Dead end fire access roads shall have an approved turnaround area (e.g. hammer head or cul-de-sac). The inside and outside turning radii of all access roads and turnarounds shall meet the minimum dimensions established by the City Public Safety Chief or Fire Chief.
37. Fire lane shall be marked with red curbing and/or approved "NO PARKING – FIRE LANE" signage. Markings must be maintained in good condition in perpetuity by property owner.
38. Fire Hydrant spacing and locations must conform to Fire Department standards.
39. The owner/applicant shall design and installed minimum fire flows for the facility in accordance with the California Fire Code, local ordinances, and then National Fire Protection Association. Subject to the approval of the City Public Safety Chief or Fire Chief.
40. Pursuant to SMC Section 15.04.090 Fire Protection Systems automatic sprinkler systems shall be installed unless otherwise approved by the City's Public Safety Chief or Fire Chief in accordance with subsection C.



FINDINGS AND FACTS IN SUPPORT OF FINDINGS

Susanville Travel Stop Project

Prepared for:



City of Susanville

April 2026

Susanville Travel Stop Project

Prepared for:



City of Susanville
66 N. Lassen Street
Susanville, CA 96130

Contact:

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Prepared by:



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Project Director
619.489.5676

April 2026

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LIST OF ABBREVIATIONS

ADA	Americans with Disabilities Act
Caltrans	California Department of Transportation
CARB	California Air Resources Board
CDFW	California Department of Fish and Wildlife
CEQA	California Environmental Quality Act
CSA	California Endangered Species Act
CNPS	California Native Plant Society
CWA	Clean Water Act
Draft EIR	Draft Environmental Impact Report
EIR	Environmental Impact Report
Final EIR	Final Environmental Impact Report
LAFCO	Local Agency Formation Commission
LED	Light Emitting Diode
LSAA	Lake and Streambed Alteration Agreement
MBTA	Migratory Bird Treaty Act
MMRP	Mitigation Monitoring and Reporting Program
MOU	Memorandum of Understanding
NAHC	Native American Heritage Commission
NOP	Notice of Preparation
PRC	Public Resources Code
RV	Recreational Vehicle
RWQCB	Regional Water Quality Control Board
SCH	State Clearinghouse
SF	Square Foot
SHPO	State Historic Preservation Officer
SR	State Route
STAA	Surface Transportation Assistance Act
SVP	Society of Vertebrate Paleontology
SWPPP	Stormwater Pollution Prevention Plan
SWRCB	State Water Resources Control Board
UCMP	University of California Museum of Paleontology
USACE	US Army Corps of Engineers
USSC	United States Sign Council
VMT	Vehicle Miles Traveled

1 INTRODUCTION

Public Resources Code (PRC) section 21002 provides that “public agencies should not approve projects as proposed if there are feasible alternatives or feasible mitigation measures available which would substantially lessen the significant environmental effects of such projects[.]” This statutory command is known as the “substantive mandate” of the California Environmental Quality Act (CEQA) (PRC, Section 21000 et seq.). (See *Mountain Lion Foundation v. Fish & Game Commission* (1997) 16 Cal.4th 105, 134 (*Mountain Lion Foundation*).) Public Resource Code section 21002 also states that the procedures required by CEQA “are intended to assist public agencies in systematically identifying both the significant effects of proposed projects and the feasible alternatives or feasible mitigation measures which will avoid or substantially lessen such significant effects.”

This substantive mandate of CEQA is effectuated through the requirements that (i) Environmental Impact Reports (EIRs) include mitigation measures and alternatives that would substantially lessen or avoid significant environmental effects, and (ii) at the time of project approval, agency decisionmakers adopt what are commonly called “CEQA Findings,” which describe the disposition of all significant effects identified in EIRs. Public Resources Code section 21081, subdivision (a) is the statutory provision that requires such findings. The parallel section in the CEQA Guidelines (Guidelines) is section 15091.¹

The Final EIR (which includes the Draft EIR, all comments received on the Draft EIR, Responses to Comments, and Revisions to the Draft EIR) for the Susanville Travel Stop Project (project) satisfies the first of these two requirements. Through the CEQA Findings set forth below, the Planning Commission of City of Susanville (City) satisfies the second requirement. “[T]he purpose of the statutory requirement for findings is to ensure that the decision making agency actually considers alternatives and mitigation measures.” (*Resource Defense Fund v. Local Agency Formation Commission of Santa Cruz County* (1987) 191 Cal.App.3d 886, 896.) “The requirement ensures there is evidence of the public agency’s actual consideration of alternatives and mitigation measures, and reveals to citizens the analytical process by which the public agency arrived at its decision.” (*Mountain Lion Foundation, supra*, 16 Cal. 4th at p. 134.) “Under CEQA, the public agency bears the burden of affirmatively demonstrating that, notwithstanding a project’s impact on the environment, the agency’s approval of the proposed project followed meaningful consideration of alternatives and mitigation measures.” (*Ibid.*)

Section 15091 of the Guidelines provides that no public agency shall approve or carry out a project for which an EIR has been certified that identifies one or more significant effects on the environment caused by the project unless the public agency makes one or more of the following findings:

- ▶ Changes or alterations have been required in, or incorporated into, the project, which *avoid or substantially lessen* the significant environmental effects identified in the EIR.
- ▶ Such changes or alterations are within the responsibility of another public agency and not the agency making the finding. Such changes have been adopted by such other agency or can and should be adopted by such other agency.
- ▶ Specific economic, legal, social, technological, or other considerations, including provision of employment opportunities for highly trained workers, make infeasible the mitigation measures or project alternatives identified in the EIR.²

CEQA does not define the terms “avoid” or “substantially lessen” as used in section 15091. The City therefore gleanes the meaning of these terms from the other context in which the terms are used. Public Resources Code section 21081, on which CEQA Guidelines section 15091 is based, uses the term “mitigate” rather than “substantially lessen.” The CEQA Guidelines therefore equate “mitigating” with “substantially lessening.” Such an understanding of the statutory term is consistent with the policies underlying CEQA, which, as noted above, include the policy that “public agencies

¹ The Guidelines are found in 14 Cal. Code Regs. § 15000, et seq.

² See also Cal. Pub. Res. Code § 21081.

should not approve projects as proposed if there are feasible alternatives or feasible mitigation measures available which would substantially lessen the significant environmental effects of such projects." (Pub. Resources Code section 21002.)

For purposes of these findings, the term "avoid" refers to the effectiveness of one or more mitigation measures to reduce an otherwise significant effect to a less-than-significant level. In contrast, the term "substantially lessen" refers to the effectiveness of such measure or measures to substantially reduce the severity of a significant effect, but not to reduce that effect to a less-than-significant level. These interpretations appear to be mandated by the holding in *Laurel Hills Homeowners Assn. v. City Council* (1978) 83 Cal.App.3d 515, 519-521 (*Laurel Hills*), in which the Court of Appeal held that an agency had satisfied its obligation to substantially lessen or avoid significant effects by adopting numerous mitigation measures, not all of which rendered the significant impacts in question to less than significant.

Although CEQA Guidelines section 15091 requires only that approving agencies specify that a particular significant effect is "avoid(ed) or substantially lessen(ed)," these findings, for purposes of clarity, in each case will specify whether the effect in question has been reduced to a less-than-significant level, or has simply been substantially lessened but remains significant.

With respect to a project for which significant impacts are not avoided or substantially lessened, a public agency decision-maker, after adopting proper findings, may nevertheless approve the project if the agency first adopts a statement of overriding considerations setting forth the specific reasons why the agency decision-maker found that the project's "benefits" outweigh its "unavoidable adverse environmental effects" and on that basis consider the adverse environmental effects acceptable" under CEQA (CEQA Guidelines sections 15093 and 15043(d). See also Pub. Resources Code section 21080(b).) The California Supreme Court has stated, "(t)he wisdom of approving [any] development project, a delicate task which requires a balancing of interests, is necessarily left to the sound discretion of the local officials and their constituents who are responsible for such decisions. The law as we interpret and apply it simply requires that those decisions be informed, and therefore, balanced." (*Citizens of Goleta Valley v. Board of Supervisors* (1990) 52 Cal.3d 553, 576.). However, the project does not include significant impacts that cannot be mitigated to a less-than-significant level.

Pursuant to these requirements, the Planning Commission, as the decision-making body for the City, hereby makes the following environmental findings in connection with the Project, as more fully described in the Final Environmental Impact Report (Final EIR) dated April 2026 (SCH No. 2025011078).

2 PROJECT DESCRIPTION

2.1 PROJECT NARRATIVE

The proposed project includes annexation of a 79.6 acre parcel and development of a travel stop, which would provide professional truck drivers and motorists with 24-hour access to purchase gasoline, diesel, propane, electronics, snacks, travel items, and two fast-food restaurants, one with drive-thru. A dog park, RV dump station, bioretention basins, truck, RV and automobile parking areas and landscaping/lighting are also proposed, along with a 10-space overnight RV park. Finish grading for the entire project site would be balanced onsite. The complete project site is shown in Figure 2-2. The site plan is shown on Figure 2-3 and project elevations and floor plans are shown on Figure 2-4 and Figure 2-5 respectively. Table 2-1 provides a summary of the proposed uses.

Project characteristics and design features are listed below and summarized in the following sections:

- ▶ a 12-position passenger vehicle fueling station;
- ▶ a 4-position truck fueling station;
- ▶ a combined 13,005-square foot (SF) convenience store and two fast-food options, approximately 25 ft in height; 7,943 SF would be convenience store, the smaller of the two fast food options would be 1,588 SF with 3,474 SF for the fast-food restaurant with drive-thru;
- ▶ a 5,000 SF dog park;
- ▶ a truck scale;
- ▶ an RV dump station;
- ▶ a 1,000-gallon propane tank;
- ▶ a 30,000-gallon below ground gasoline storage tank, including fuel delivery parking;
- ▶ four 12,000-gallon above-ground diesel storage tanks for truck fueling, including fuel delivery parking;
- ▶ a 20,000 two-compartment below ground split tank with 12,000 gallons of diesel for automobiles and 8,000 of premium unleaded for automobiles;
- ▶ a 20,000-gallon below ground diesel exhaust fluid storage tank;
- ▶ 70 standard truck parking spaces (all available for overnight parking), 53 automobile parking spaces, five RV parking spaces, three electric vehicle (EV) charging station spaces, three accessible parking spaces and 10 overnight RV parking spaces with full hookups (power, water, and sewer);
- ▶ on site lighting, consisting of high-mast LED fixtures and LED canopy lighting - 43' in truck areas and 33' in auto areas;
- ▶ high-rise sign (75 ft in height), and other directional signage;
- ▶ bicycle rack and bicycle parking (8 short term spaces and 2 long term spaces);
- ▶ trash compactor, recycling and grease collection bins;
- ▶ landscaping, hardscaping, pavement, and fencing;
- ▶ one 200,000-gallon fire water supply storage tank and associated booster pump;
- ▶ four stormwater bioretention basins between - 6,272 SF and 86,247 SF;
- ▶ rooftop solar panels and other sustainability features; and
- ▶ utility extensions for gas, water and sewer.

Table 2-1 Summary of Proposed Land Uses

Building/Use	Square Feet
Convenience Store	7,943
Fast-Food Counter	1,588
Fast-Food Restaurant (w/drive-through)	3,474
Dog Park	5,000
Landscaping area	142,650
Extension of Skyline Road (additional paved area)	77,805
Parking	Number of Spaces
EV Parking/Charging	3
Total Auto Parking (including 4 Accessible spaces)	53
RV Parking	5
Overnight RV Parking	10
Standard Truck Parking	70
Total	141

Source: Lane Engineers, Inc. 2024; adapted by Ascent 2024.

The project would include a 7,943-SF convenience store, one 1,588-SF fast-food option and another 3,474-SF fast-food restaurant with an external drive-through window. The convenience store and fast-food restaurants would occupy the same building, which would be located between the automobile and truck fueling stations and would be in the central portion of the project site. The area north and east of the building would include automobile parking, with overnight RV parking to the very north; and the western and southwestern portions of the project site would consist of parking spaces for trucks. The auto fueling bays and diesel fueling bays would be accessible by separate entry points and physically separated by the building housing the fast-food restaurant and convenience store. Underground gasoline storage tanks would be in the northwest corner of the project site and would consist of a 30,000-gallon tank for unleaded fuel, a 20,000-gallon split tank with 12,000 gallons of diesel for automobiles and 8,000 of premium unleaded for automobiles, and a 20,000-gallon diesel exhaust fluid tank for diesel exhaust fluid. Above-ground diesel storage tanks would be located in the same portion of the site and consist of four 12,000-gallon tanks to hold diesel.

Truck and automobile fueling bays would be covered by a canopy and would have a hydrologically isolated drainage system that discharges to an oil/water separator. The four above-ground storage tanks would include a concrete containment curb that would catch and retain fuel in the event of a fuel spill.

The proposed four stormwater bioretention basins would collect surface runoff from the project site (see Figure 2-3). Bioretention systems are designed to function in a manner similar to the physical, chemical, and biological processes in the natural environment. These systems capture runoff, promote infiltration and evapotranspiration, recharge groundwater, and remove nutrients, sediment, and heavy metals carried in stormwater.

Landscaping would cover approximately 142,650 SF (23 percent) of the 14.15-acre project site. Landscaping would include native plants, xeriscaping, or other drought resistant plants, consistent with the Landscaping Regulations included in Chapter 17.96.040 of the City of Susanville Code of Ordinances. The landscape plan is shown in Figure 2-6.

The project would provide a total of 141 parking spaces, split into 70 standard truck parking spaces, 53 automobile parking spaces, five RV parking spaces, three EV charging station spaces, and 10 overnight RV parking spaces; four of the automobile spaces would be accessible per the requirements of the Americans with Disabilities Act (ADA).

Overnight truck parking would be available in all truck spaces; however, idling of trucks would be limited to no more than five minutes, consistent with California Air Resources Board (CARB) requirements.

With regard to the high-rise sign, due to the nature of the development (a truck stop serving large semi-trucks), it is imperative that adequate visibility is achieved at a safe distance which allows truck drivers to plan their maneuver and exit SR 36 to turn into the site. Information contained in United States Sign Council (USSC) guidance notes that at 50 miles per hour, the rate at which the viewing distance decreases is 88 feet per second (USSC Foundation 2015). Because of this rapidly decreasing window of viewing opportunity, roadside sign design, and its height, is critical to traffic safety. Driving northbound on SR 36 from Johnstonville, the speed limit is 55 mph until approximately 500 ft from the SR 36/Skyline Road intersection and is 50 mph southbound on SR 36 from Susanville, thus at those speeds it is critical the sign is of sufficient height to allow safe vehicle maneuvering. As such, the project applicant is seeking a Conditional Use Permit for the 75 ft sign height.

In terms of sustainability features, the project's building energy-efficient features would include, but would not be limited to, water-efficient landscape design, high-efficiency plumbing fixtures and weather-based controller and drip irrigation systems to promote a reduction of indoor and outdoor water use. The project would include solar panels which would be installed in accordance with the California Energy Code requirements and would produce an estimated 51,000 kWh/year, along with the three EV charging spaces mentioned previously, which would be provided in accordance with the CALGreen code. The project would provide bicycle facilities that would meet or exceed the respective CALGreen code.

2.2 PROJECT OBJECTIVES

Consistent with CEQA Guidelines Section 15124(b), a clear statement of the objectives and underlying purpose of the project shall be disclosed in the Draft EIR. The underlying purpose of the project is to develop a regional travel stop and related commercial land uses on Regional Commercial (C-R)-designated land within unincorporated Lassen County on land that will be annexed into the City of Susanville via an annexation application processed by the Lassen County Local Agency Formation Commission (LAFCO). This underlying purpose, in turn, gives rise to the following project objectives:

- ▶ Create a high-quality travel stop commercial development along SR 36, a designated Surface Transportation Assistance Act (STAA) route.³
- ▶ Develop a property of sufficient size to create a regional travel stop that would accommodate a truck and auto fuel dispensing area, convenience store, two fast-food restaurants, dog park, truck parking and overnight RV parking.
- ▶ Construct a travel stop facility near a major highway to minimize truck and automobile movements, Vehicle Miles Traveled (VMT), and associated air pollutant and greenhouse gas emissions and traffic noise on local streets.
- ▶ Assist the City of Susanville with meeting its economic development goals, as set forth in its General Plan.
- ▶ Maximize tax revenue to the City of Susanville.
- ▶ Provide employment opportunities for residents of the City of Susanville and surrounding areas.
- ▶ Construct a facility that can be served by municipal water and sewer to support planned operations.
- ▶ Include signage visible to oncoming truck and automobile drivers along State Route 36 and Skyline Road at sufficient distances to allow the drivers to safely make their way to points of access to the project site.
- ▶ Provide a travel stop facility of sufficient size to capture overflow overnight truck parking.

³ STAA routes are those that trucks that are longer than 'CA legal' are allowed to travel on.

3 ENVIRONMENTAL REVIEW PROCESS

3.1 NOTICE OF PREPARATION

On February 3, 2025, in accordance with Section 15082 of the CEQA Guidelines, the City circulated a Notice of Preparation (NOP) for the project to responsible agencies, interested parties, and organizations, as well as private organizations and individuals that may have an interest in the project. The purpose of the NOP was to provide notification that an EIR for was being prepared for the project and to solicit input on the scope and content of the environmental document.

The City received nine comment letters in response to the NOP. The NOP and comment letters are included in Appendix A of the Draft EIR. Key concerns and issues that were expressed during the scoping process included the following:

- ▶ Native American Heritage Commission (NAHC). The letter provides a summary of tribal consultation requirements pursuant to Assembly Bill 52 and Senate Bill 18 and NAHC's recommendations for conducting cultural resources assessments.
- ▶ Private citizen. This letter supports the project and considers the positive safety and economic impact.
- ▶ Private citizen. This letter supports the project and considers the positive economic impact.
- ▶ Private citizen. This letter supports the project and recommends Electric Charging Stations be considered in the project design.
- ▶ Private citizen. This letter supports the project and considers the positive job opportunities.
- ▶ California Department of Fish and Wildlife (CDFW). The letter from CDFW offers recommendations to assist the City in adequately identifying, avoiding, minimizing and/or mitigating the Project's significant, or potentially significant, direct, and indirect impacts on biological resources.
- ▶ Private citizen. This letter recommends consideration of water quality and land classification.
- ▶ California Department of Transportation (Caltrans). The letter mentions that a flood study will not be necessary upon further analysis of the floodplain. Additionally, should the City qualify for the Rainfall Erosivity Waiver, the City would not need to implement a Stormwater Pollution Prevention Plan (SWPPP).
- ▶ County of Lassen. The letter mentions that the proposed use is not allowed by right or use permit in the subject zoning district, and would therefore require a rezone, General Plan amendment, and a use permit. Furthermore, due to the fact the project site is in a scenic highway corridor, aesthetics should be discussed in the EIR, despite that it was previously scoped out in the Initial Study.

These issues were addressed in the Draft EIR and any impacts related to these issues are either identified as less than significant, or less than significant after mitigation.

3.2 DRAFT ENVIRONMENTAL IMPACT REPORT

On December 17, 2025, the City released the Draft EIR for a 45-day public review and comment period. The Draft EIR was submitted to the State Clearinghouse for distribution to reviewing agencies; posted on the City's website (<https://www.cityofsusanville.gov/326/Susanville-Travel-Stop-Draft-EIR>) and its facebook.com page (<https://www.facebook.com/cityofsusanville/posts/notice-of-availability-for-a-draft-environmental-impact-report-for-the-susanvill/1302880775212767>); and was made available for review at the following location:

- City of Susanville, City Hall, 66 N Lassen Street, Susanville, CA 96130

A notice of availability of the Draft EIR was published in the Intermountain newspaper on December 17 and 24, 2025 and distributed by the City via email to the Lassen County LAFCO, Lassen County, and those commenters/interested parties who commented on the NOP.

3.3 FINAL ENVIRONMENTAL IMPACT REPORT

The City released the Final EIR on April 3, 2026. The Final EIR includes comments received related to the Draft EIR, responses to environmental issues raised in the comments, revisions to the text of the Draft EIR as necessary for clarification, and the mitigation monitoring and reporting program.

3.4 CERTIFICATION OF THE FINAL ENVIRONMENTAL IMPACT REPORT

Prior to certifying the Final EIR, the Planning Commission will hold a public hearing on the project and Final EIR. At the conclusion of the hearing, the Planning Commission, should it choose to do so, will adopt resolutions (1) certifying of the Final EIR as adequate and complete and (2) approving the project. To support such approval, the Planning Commission will adopt the following findings of fact (the "Findings"). These Findings contain the City's written analysis and conclusions regarding the project's environmental effects, mitigation measures, and alternatives to the project. These Findings are based upon the entire record of proceedings for the Final EIR, as described in Section 4 below.

4 RECORD OF PROCEEDINGS

In accordance with Public Resources Code section 21167.6, subdivision (e), the record of proceedings for the City's decision on the project include the following documents:

- ▶ The NOP dated February 3, 2025, and all other public notices issued by the City in conjunction with the project, including the Notices of Completion and Availability providing notice that the Draft EIR had been completed and was available for public review and comment;
- ▶ All comments submitted during the comment period on the NOP;
- ▶ The Draft EIR for the project, including the technical appendices;
- ▶ All comments submitted during the comment period on the Draft EIR;
- ▶ All comments and correspondence submitted to the City with respect to the project, in addition to timely comments on the Draft EIR;
- ▶ The Final EIR for the project, including comments received on the Draft EIR, responses to those comments, revisions to the Draft EIR and appendices;
- ▶ All documents cited or referenced in the Draft and Final EIRs and either made available to the public during the public review period or included in the City's files on the project;
- ▶ All internal City communications, including staff notes and memoranda related to the project or to compliance with CEQA;
- ▶ The Mitigation Monitoring and Reporting Program (MMRP) for the project;
- ▶ All findings and resolutions adopted by the City in connection with the project, and all documents cited or referred to therein;
- ▶ All reports, studies, memoranda, maps, staff reports, or other planning documents in the City's possession relating to the project prepared by the City, consultants to the City, and responsible or trustee agencies with respect to the City's compliance with the requirements of CEQA and with respect to the City's actions on project;
- ▶ All documents submitted to the City by other public agencies or members of the public in connection with the project, through the close of the public hearing on April 15, 2026;
- ▶ Any minutes and/or verbatim transcripts of all information sessions, public meetings, and public hearings held by the City in connection with the project;
- ▶ Any documentary or other evidence submitted to the City at such information sessions, public meetings, and public hearings;
- ▶ Portions of the City's General Plan and Zoning Code relevant to the project;
- ▶ Provisions of the City's Zoning Code cited in materials prepared by or submitted to the City;
- ▶ Any and all resolutions adopted by the City regarding the project, and all staff reports, analyses, and summaries related to the adoption of those resolutions;
- ▶ Any documents expressly cited in these findings, in addition to those cited above; and
- ▶ Any other materials required to be in the record of proceedings by Public Resources Code section 21167.6, subdivision (e) and any other applicable law.

The documents constituting the record of proceedings are available for review by responsible agencies and interested members of the public normal business hours at the City of Susanville, located at City Hall, 66 N Lassen Street, Susanville, CA 96130. The custodian of these documents is City Manager, Dan Newton.

5 FINDINGS REGARDING INDEPENDENT REVIEW AND JUDGMENT

As required by CEQA, the Final EIR (which includes the Draft EIR) was prepared under contract with the City (PRC, Section 21082.1; Guidelines Section 15084) and City staff and consultants were directly involved in the review and preparation of the Draft EIR and the Final EIR and these CEQA Findings of Fact. City staff and consultants have reviewed and commented on administrative drafts prior to publication and circulation, and the Draft EIR, Final EIR, and these CEQA Findings of Fact represent the independent judgment and analysis of the City.

6 FINDINGS REGARDING REVISIONS TO THE EIR AND RECIRCULATION

CEQA Guidelines Section 15088.5 requires a lead agency to recirculate an EIR when “significant new information” is added to the EIR after the lead agency gives public notice of the availability of the Draft EIR but before certification. “Information” may include project changes, changes to the environmental setting, or additional data or other information. The Guidelines do not consider new information to be significant unless the lead agency changes the EIR in a way that deprives the public of a meaningful opportunity to comment on a substantial adverse environmental effect or a feasible way to mitigate the impact that the agency or project proponent has declined to implement.

Section 15088.5 states “significant new information” requiring recirculation may include:

- (1) A new significant environmental impact that had not previously been disclosed in the Draft EIR would result from the project or from a new mitigation measure;
- (2) A substantial increase in the severity of an environmental impact that had already been identified unless mitigation measures would be adopted to reduce the impact to a level of insignificance;
- (3) A feasible project alternative or mitigation measure would considerably lessen the significant environmental impacts of the project, but the proponents will not adopt it; or
- (4) The Draft EIR was so inadequate and conclusory that meaningful public review and comment were precluded.

Recirculation is not required if new information added to the EIR only clarifies or makes minor modifications to an otherwise adequate EIR.

In response to comments from the public and other public agencies on the Draft EIR, the City has incorporated minor changes into the Final EIR, which are described in Chapter 3, “Revisions to the Draft EIR” of the Final EIR. Minor changes are incorporated in the following chapters and appendices: Chapter 1, “Executive Summary”, Chapter 3, “Environmental Impact Analysis”, and Appendix I, “Transportation Impact Analysis.”

Changes to Chapter 1, “Executive Summary”, include revisions to Table ES-1, “Summary of Impacts and Mitigation Measures” to reflect revisions to Mitigation Measures 3.3-2a, 3.3-2b, and 3.3-3, made in response to comments on the Draft EIR.

Changes to Chapter 3, “Environmental Impact Analysis”, include revisions to Section 3.3, “Biological Resources”, to reflect revisions to Mitigation Measures 3.3-2a, 3.3-2b, and 3.3-3, made in response to comments on the Draft EIR.

Changes to Appendix I, “Transportation Impact Analysis”, include revisions to the description of Caltrans’ preference for Alternative 2 regarding geometric/signal phasing on page 36, the addition of the Final Technical Paper: Love’s Trip Generation and Travel Characteristics Study, (GHD 2018) within Appendix B to Appendix I, revisions to the labeling of intersections on page 47, and to include information on traffic counts within Appendix A to Appendix I, all in response to comments on the Draft EIR.

Findings: The Planning Commission finds that recirculation of the Draft EIR is not required: (1) because the new information added to the EIR merely clarifies, amplifies, or makes insignificant modifications in an adequate EIR (CEQA Guidelines Section 15088.5[b]); and (2) because no “substantial adverse” impact would result from any of the revisions to the portions of the Draft EIR that were not recirculated (CEQA Guidelines Section 15088.5[e]). No new significant environmental impacts were identified and disclosed in the Final EIR that were not identified and disclosed in the Draft EIR. There was no substantial increase in the severity of an environmental impact as reported in the Draft EIR. No project alternative or mitigation measure that would considerably lessen the significant environmental impacts of the project was deleted from the Final EIR or rejected. Changes to mitigation measures were to provide specificity regarding regulatory requirements and will be adopted by Project proponents. Thus, recirculation is not necessary as the changes do not constitute significant new information under CEQA.

7 LESS THAN SIGNIFICANT IMPACTS OR NO IMPACTS

The Final EIR (April 3, 2026) determined that the project would result in less-than-significant impacts or no impacts to the following specific areas:

- ▶ **Aesthetics** (Impacts 3.1-1 and 3.1-2)
- ▶ **Air Quality** (Impacts 3.2-1, 3.2-2, and 3.2-3)
- ▶ **Biological Resources** (Impacts 3.3-1)
- ▶ **Energy** (Impact 3.5-1)
- ▶ **Greenhouse Gas Emissions and Climate Change** (Impact 3.7-1)
- ▶ **Noise and Vibration** (Impacts 3.8-1, 3.8-2, 3.8-3, and 3.8-4)
- ▶ **Transportation** (Impacts 3.9-1 and 3.9-2)
- ▶ **Utilities and Service Systems** (Impacts 3.10-1)

8 POTENTIALLY SIGNIFICANT ENVIRONMENTAL IMPACTS DETERMINED TO BE MITIGATED TO A LESS THAN SIGNIFICANT LEVEL

The Final EIR (April 3, 2026) identified the potential for the project to cause significant environmental impacts in the specific areas of archaeological, and tribal cultural resources; biological resources; and paleontological resources. The Planning Commission finds that the significant or potentially significant impacts from the project can be reduced to a less-than-significant level through mitigation.

The City's analyses with respect to the project's significant impacts and mitigation measures are set forth in detail in the Final EIR. Through these Findings, the Planning Commission ratifies, adopts, and incorporates the analyses, explanations, findings, responses to comments, and conclusions of the Final EIR, except as may be specifically described in these Findings. The City further adopts the mitigation measures in the Mitigation Monitoring and Reporting Program ("MMRP") and, as set forth in the Findings below, incorporates them into the Project.

8.1 BIOLOGICAL RESOURCES

Impact 3.3-2: Have a Substantial Adverse Effect on Special-Status Wildlife Species, Native Raptors, and Other Native Nesting Birds

Eleven special-status wildlife species were determined to have potential to occur on or adjacent to the project site in areas that may be directly or indirectly affected by project activities based on desktop review. Project activities (i.e., vegetation clearing, ground disturbance, staging, heavy equipment use) could result in direct loss of special-status wildlife species, loss of or disturbance to nests or dens, or disturbance leading to abandonment of active nests or dens and mortality of dependent young. This would be a **potentially significant** impact.

Findings

As stated in the Biological Technical Report, initially, 11 special-status wildlife species were determined to have potential to occur on or adjacent to the project site in areas that may be directly or indirectly affected by project activities: western bumble bee, Lahontan mountain sucker, northwestern pond turtle, bald eagle, loggerhead shrike, northern harrier, Swainson's hawk, tricolored blackbird, yellow warbler, bank swallow, and pallid bat (see Table 3.3-3 of the Draft EIR). Bank swallow, a special-status bird species listed as threatened under CESA is also known nest on the near vertical banks of the Susan River within the study area. In addition to special-status birds, native birds and raptors protected by California Fish and Game Code and the federal MBTA may also nest on or near the project site.

Although no project activities are planned in the Susan River corridor, noise, vibration, and visual stimuli created by project activities in the vicinity of bank swallow or tricolored blackbird nesting colonies could agitate parent birds, interrupting essential behaviors such as breeding, feeding, or brooding, resulting in loss of reproduction or nest failure, or could ultimately cause them to abandon their nests altogether resulting in death of chicks that have already hatched. Additionally, long-term operation of the travel stop could cause bank swallows and tricolored blackbirds to permanently abandon active nest sites near the project site, if any, which could ultimately lead to take. However, as identified in the 2025 Special-Status Bird Surveys Memo (contained within the Biological Technical Report, Appendix D of the Draft EIR), no bank swallows or tricolored blackbirds were observed within the project boundaries during the 2025 nesting bird surveys and these species are not expected to occur in the study area. As a result, the project is not expected to have impacts on these three species. Swainson's hawks may forage on the project site; however, the project site does not contain trees suitable for nesting Swainson's hawks, and no Swainson's hawk nests were observed in the 0.5-mile study area buffer during the 2025 nesting bird surveys.

In addition to special-status birds, native birds and raptors protected by California Fish and Game Code and the federal MBTA may also nest on or near the project site. Project activities (i.e., vegetation clearing, ground disturbance,

staging, heavy equipment use) may result in direct loss of special-status wildlife species, loss of or disturbance to nests or dens, or disturbance leading to abandonment of active nests or dens and mortality of dependent young.

No project activities are proposed within the Susan River corridor; as a result, the project is not expected to have impacts on Lahontan mountain sucker. Project activities do not include removal of any trees, structures, or any other potential roosting sites for bats; as a result, this project is not expected to have any impacts on pallid bat.

Based on the above discussion, project activities have potential to have a substantial adverse effect on special-status wildlife species, native raptors, and other native nesting birds. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on biological resources to less than significant.

Mitigation Measure 3.3-2a: Conduct Focused Surveys for Other Special-Status Birds, Nesting Raptors, and Other Native Nesting Birds and Implement Protective Buffers

- ▶ To minimize the potential for loss of special-status bird species, raptors, and other native birds, project activities (e.g., vegetation clearing, ground disturbance, staging) should be conducted during the nonbreeding season (approximately September 1-January 31, as determined by a qualified biologist). If project activities are conducted during the nonbreeding season, no further mitigation would be required.
- ▶ Within 14.7 days before the onset of any project activities to be implemented during the breeding season (approximately February 1 through August 31, as determined by a qualified biologist), a qualified biologist familiar with the birds of California and with experience conducting nesting bird surveys will conduct focused surveys for special-status birds, other nesting raptors, and other native bird nests. Surveys shall be conducted in accessible areas within 0.25 miles of the project site for bald eagles, golden eagles, and Swainson's hawks, within 500 feet of the project site for other raptor species and special-status birds, and within 50 feet of the project site for non-raptor common native bird nests.
- ▶ If no active nests are found, the qualified biologist shall submit a memo documenting the survey methods and results to the applicant and the City of Susanville, and no further mitigation would be required.
- ▶ If active nests are found, impacts on nesting birds shall be avoided by establishing appropriate buffers, in consultation with CDFW, around active nest sites identified during focused surveys to prevent disturbance to the nest. Project activity shall not commence within the buffer areas until a qualified biologist has determined that the young have fledged, the nest is no longer active, or reducing the buffer would not likely result in nest abandonment. Buffers typically would be 0.25 miles for bald eagle and golden eagle, and 500 feet for other raptors and special-status birds (e.g., bank swallow). Buffer size for non-raptor common bird species would be determined by a qualified biologist. Factors to be considered for determining buffer size would include presence of natural buffers provided by vegetation or topography, nest height above ground, baseline levels of noise and human activity, species sensitivity, and proposed project activities. Generally, buffer size for common bird nests would be at least 20 feet. The size of the buffer may be adjusted if a qualified biologist determines that such an adjustment would not be likely to adversely affect the nest. Any buffer reduction for individuals of a species listed as endangered or threatened under the Endangered Species Act or the California Endangered Species Act or that is a candidate for listing under the California Endangered Species Act would require consultation with CDFW and/or USFWS, depending on the species' legal status. Periodic monitoring of the nest by a qualified biologist during project activities would be required if the activity has potential to adversely affect the nest, the buffer has been reduced, or if birds within active nests are showing behavioral signs of agitation (e.g., standing up from a brooding position, flying off the nest) during project activities, as determined by the qualified biologist.
- ▶ Removal of bald eagle and golden eagle nests is prohibited regardless of the occupancy status under the federal Bald and Golden Eagle Protection Act. If bald eagle or golden eagle nests are found during focused surveys, then the nest would not be removed.

Mitigation Measure 3.3-2b: Conduct Focused Protocol Level Western Bumble Bee Survey and Establish Protective Buffers

- ▶ ~~Within 14 days before commencement of project activities, a qualified wildlife biologist with familiarity with western bumble bee and experience using survey methods for the species shall conduct focused surveys of habitat suitable for the species within the project site.~~
- ▶ A qualified biologist familiar with bumble bees of California and experienced using survey methods for bumble bees shall conduct a habitat assessment and focused survey (if the habitat assessment indicates that a survey is necessary) for western bumble bee following the methods in *Survey Considerations for California Endangered Species Act (CESA) Candidate Bumble Bee Species* (CDFW 2023) before the start of any ground-disturbing activities. Surveys shall be performed when western bumble bee is most likely to be identified, typically from April through September (i.e., the colony active period) when floral resources and ideal weather conditions are present.
 - Non-Invasive Surveys: non-invasive focused surveys would include the use of cameras to photograph bumble bees. Photographs would be reviewed and verified by a qualified individual to identify the bumble bees to species. Permits are not required for non-invasive surveys.
 - Non-Lethal Capture Surveys: surveys that would include capturing bumble bees for identification purposes and subsequently releasing the bees, would require a Memorandum of Understanding (MOU) from CDFW. No capture surveys will be conducted before the surveyor obtains an MOU. Prior to conducting non-lethal capture surveys, UC Davis will provide the surveyor's qualifications and survey methodology to CDFW for review and approval.
- ▶ For any non-lethal capture surveys, the project applicant will submit a survey report to CDFW within 1 month of survey completion and will notify CDFW within 24 hours if western bumble bees are detected.
- ▶ If ~~no western bumble bee is found,~~ western bumble bees are detected during the focused survey, appropriate avoidance measures will be implemented. the qualified biologist shall submit a memo documenting the survey methods and results to the applicant and the City of Susanville, and no further mitigation will be required. Avoidance measures may include, but are not limited to, the following:
 - Protective buffers will be implemented around active nesting colonies until these sites are no longer active as determined by a qualified biologist. A qualified biologist, in consultation with CDFW, will determine the appropriate buffer size to protect nesting colonies; however, buffers will typically be at least 50 feet.
- ▶ If impacts on western bumble bee cannot be avoided, compliance with CESA and consultation with CDFW is required and may involve acquiring an incidental take permit (ITP) from CDFW. The project applicant will implement all avoidance measures included in the ITP.
- ▶ ~~If western bumble bee is found, impacts to western bumble bee shall be avoided by establishing exclusion zones around occupied nests and floral resources within 100 meters of nests during the breeding/flight season of April-August.~~

Mitigation Measure 3.3-2c: Conduct Focused Western Pond Turtle Survey and Establish Protective Buffers

- ▶ Within 14 days before commencement of project activities, a qualified wildlife biologist familiar with western pond turtle shall conduct focused surveys for western pond turtle within upland nesting habitat areas suitable for the species.
- ▶ If western pond turtles are not found, the qualified biologist shall submit a memo summarizing the results of the survey to the applicant and the City of Susanville, and no further mitigation will be required.
- ▶ If a western pond turtle is found, flagging areas for avoidance, relocation of individual animals by a qualified wildlife biologist with a valid CDFW scientific collecting permit, and/or other measures recommended by a qualified biologist as necessary to avoid injury to or mortality of western pond turtles shall be required.

- ▶ If a western pond turtle nest is found, impacts to the nest would be avoided by establishing exclusion zones around all active nests, the size of which shall be determined by the qualified biologist. No project activities (e.g., vegetation removal, ground disturbance, staging, heavy equipment use) may occur within the exclusion zone until nesting activities are complete or the nest is abandoned, as confirmed by a qualified biologist. The qualified biologist shall monitor each nest once per week to track the status of the nest and to determine when it is no longer occupied. When it is no longer occupied, project activities within the exclusion zone may occur.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measures 3.3-2a through 3.3-2c, impacts on biological resources would be reduced to less than significant and the project would not contribute to a significant cumulative effect on biological resources. Implementation of Mitigation Measures 3.3-2a through 3.3-2c would identify procedures for avoiding impacts on special-status wildlife, native raptors, and other native nesting birds. Specifically, these measures require the applicant to retain a qualified biologist to conduct focused surveys for special-status wildlife species, raptors, and other native birds within a specified distance from the project site prior to project construction and establish appropriate buffers or exclusion zones around any nests, dens, or floral/nectar sources, as needed. If special-status wildlife species cannot be avoided, the applicant would be required to implement other mitigation strategies, subject to review and approval by the City of Susanville and in consultation with CDFW or USFWS, as needed or applicable for species entitled to protection under the ESA or CESA. Implementation of these mitigation measures will be enforced through the MMRP.

Impact 3.3-3: Have a Substantial Adverse Effect on Riparian Habitat or Other Sensitive Natural Communities

Riparian habitat protected under Section 1602 of California Fish and Game Code is present in the study area. Ashy ryegrass - Creeping wildrye turfs (*Leymus cinereus* - *Leymus triticoides*) is a sensitive natural community that occurs within the study area. Project activities (i.e., ground disturbance, vegetation removal, staging) could result in direct loss of this sensitive natural community. Installation of off-site utilities over or under the Susan River and distributary streams could result in loss or alteration of riparian habitat. This would be a **potentially significant** impact.

Findings

Montane riparian habitat is present in the study area along the Susan River, as depicted in Figure 3.3-2 of the Draft EIR, and along a distributary stream at the crossing of Skyline Road.

As identified in the Section 2.3.3 of the Draft EIR, "Off-site Improvements," off-site utilities would cross the Susan River along SR 36 and Skyline Road. The current intention is for utilities to be hung on the bridge, with Lassen County and Caltrans permission. As no project construction is proposed within the Susan River corridor, a CWA Section 404 permit from USACE and a Section 401 Water Quality Certification from the Lahontan RWQCB would not be required for these activities. However, due to potential construction of off-site utilities on the banks of the Susan River and a distributary stream, there is the possibility for removal of riparian vegetation, modification of stream banks, or incidental deposition of materials into stream channels during construction, including during installation of bore locations if it is necessary to bore under the river. Fish and Game Code section 1602 requires any person, state or local governmental agency, or public utility to notify CDFW prior to beginning any activity that may do one or more of the following:

- ▶ substantially divert or obstruct the natural flow of the bed, channel, or bank of any river, stream, or lake; or
- ▶ substantially change or use any material from the bed, channel, or bank of any river, stream, or lake; or
- ▶ deposit or dispose of debris, waste, or other material containing crumbled, flaked, or ground pavement where it may pass into any river, stream, or lake.

As part of any potential LSAA, it is likely that CDFW would request the inclusion of an inadvertent release contingency plan which would outline the steps to be taken in the event of an accidental spill or release of hazardous materials,

like oil or chemicals, into the environment, with the primary focus on avoiding environmental damage and protecting wildlife. Therefore, should construction occur on the banks of the Susan River or the distributary stream, adherence to the Fish and Game Code regulatory requirement for an LSAA, which includes notification to CDFW through the Environmental Permit Information Management System, provision of supplemental information such as plans, diagrams, maps, photos, studies and payment of LSAA notification fees, inclusion of an inadvertent release contingency plan and subsequent approval by CDFW prior to construction would ensure that implementation of the proposed project would be undertaken in a manner that is protective of the environment. Therefore, the project would not have a substantial adverse effect on riparian habitats.

The project site is disturbed and infested with invasive plant species such as perennial pepperweed (*Lepidium latifolium*) and cheatgrass (*Bromus tectorum*) as well as Medusa head (*Elymus caput-medusae*) to a lesser extent. However, Ashy ryegrass - Creeping wildrye turfs (*Leymus cinereus* - *Leymus triticoides*) is a sensitive natural community identified in the study area within the mapped CWHR perennial grassland habitat. This vegetation alliance has a State rarity ranking of S3 (Vulnerable: moderate risk of extinction, restricted range, few populations) and is therefore considered a sensitive natural community under CEQA. Project activities (i.e., ground disturbance, vegetation removal, staging) could result in direct loss of this sensitive natural community. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on biological resources to less than significant.

Mitigation Measure 3.3-3: Delineate Sensitive Natural Communities, Implement Avoidance Buffers, and If Needed, Compensate for Unavoidable Losses

- ▶ Prior to implementation of project activities on the banks of the Susan River or the distributary stream, a qualified biologist shall demarcate the extent of riparian habitat present on the banks and establish a no-disturbance buffer outside the dripline of the riparian vegetation using flagging ~~or high-visibility construction fencing and identifying boundaries clearly in the construction drawings and contractor work plans~~. No vegetation removal or ground disturbing activities will occur within this buffer.
- ▶ If riparian habitat cannot be avoided (e.g., if riparian vegetation must be removed or trimmed) or if drilling for jack and bore is required within the riparian corridor, the riparian habitat will be restored to pre-project conditions following completion of construction activities that affect riparian habitat. If riparian vegetation must be removed during off-site utility construction and cannot be restored at the same location, the applicant will restore degraded riparian habitat at another location within the study area (the 79.6-acre parcel) at a 2 to 1 ratio (2 acres restored for every acre lost as a result of project activities).
- ▶ Before commencing any activity, including directional drilling, that may divert the natural flow or otherwise alter the Susan River or other stream resources, including riparian habitat on, or with roots reaching to, the bank of the Susan River, the applicant shall notify CDFW through issuance of a Lake and Streambed Alteration Notification (notification). If CDFW determines, based on the notification, that project activities trigger the need for a Lake and Streambed Alteration Agreement, the proponent shall obtain an agreement from CDFW before the activity commences. The applicant shall conduct project construction activities in accordance with the agreement, including implementing reasonable measures in the agreement necessary to protect fish and wildlife resources, when working within the bed or bank of waterways or in riparian habitats associated with those waterways. These measures may include demarcation of the construction area, biological monitoring, preparation of an inadvertent release (frac-out) contingency plan for directional drilling, erosion control, environmental awareness training for construction crews, and compensatory measures (e.g., restoration, long-term habitat management).
- ▶ Prior to implementation of project activities, a qualified biologist shall conduct protocol-level surveys to delineate sensitive natural communities within the project site following survey methods from CDFW's *Protocols for Surveying and Evaluating Impacts on Special-Status Native Plant Populations and Natural Communities* (CDFW 2018 or most recent version).

- ▶ If ashy ryegrass - creeping wildrye turfs sensitive natural community is not found on the project site, access routes, or staging areas, the biologist shall document the findings in a memo to the applicant and the City of Susanville, and no further mitigation will be required.
- ▶ If ashy ryegrass - creeping wildrye turfs sensitive natural community are found, the area occupied by this community shall be avoided completely, if avoidance can be achieved in light of project layout, design, engineering considerations, and utility alignments. This may include establishing a no-disturbance buffer around the vegetation community and demarcation of this buffer by a qualified biologist or botanist using flagging or high-visibility construction fencing. The size of the buffer shall be determined by the qualified biologist or botanist and shall be large enough to avoid direct or indirect impacts on the sensitive natural community.
- ▶ If ashy ryegrass - creeping wildrye turfs are found on the project site and cannot be avoided, the applicant shall compensate for unavoidable losses to the sensitive natural community by:
 - restoring degraded ashy ryegrass - creeping wildrye turfs within the study area (the 79.6 acre parcel) at a 1 to 1 ratio (1 acre restored for every acre lost as a result of project activities);
 - restoring degraded ashy ryegrass - creeping wildrye turf outside of the study area at a 1 to 1 ratio (1 acre restored for every acre lost as a result of project activities); or
 - preserving existing stands of ashy ryegrass - creeping wildrye turfs of equal or better value and equal acreage to those lost as a result of project activities through establishment of a conservation easement.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measure 3.3-3, impacts on biological resources would be reduced to less than significant and the project would not contribute to a significant cumulative effect on biological resources. Implementation of Mitigation Measure 3.3-3 identifies procedures for delineating sensitive natural communities within the project site. Mitigation Measure 3.3-3 further requires implementation of avoidance buffers for riparian habitat and other sensitive natural communities or compensation for unavoidable losses, such that substantial adverse effects on riparian habitat and ashy ryegrass - creeping wildrye turfs would not occur. With regard to the compensatory option of preserving existing stands of ashy ryegrass - creeping wildrye turfs of equal or better value and equal acreage to those lost as a result of project activities through establishment of a conservation easement, the resulting net loss of acreage would be less than significant under the threshold, as the project would ensure there would not be a substantial effect on the community. Additionally, as the community only exists extending into the northwest corner of the project site, it is likely that should compensation be the only option for the loss of the community in that area, the community on the whole would not face a substantial impact as it would continue its existence in the larger 79.6-acre parcel and outside the immediate construction areas. Implementation of this mitigation measure will be enforced through the MMRP.

Impact 3.3-4: Have a Substantial Adverse Effect on State or Federally Protected Wetlands

A total of approximately 7.01 acres of aquatic resources that may be protected under state or federal regulations were documented in the Aquatic Resources study area, including the Susan River, a distributary stream, and several wetlands (e.g., palustrine emergent wetlands, palustrine scrub-shrub wetlands, and palustrine open water wetlands). Project activities would result in substantial earth disturbance (trenching, grading and filling) but are in areas that are set back from the Susan River; therefore, sediment and debris are not expected to mobilize into the river. However, the proposed sewer line option would cross the Susan River by attaching pipe to the Main Street Bridge, or, if Caltrans deem it impermissible, by horizontal directional drilling under the river. Additionally, gas and water lines would be attached to the Skyline Road Bridge over the Susan River and another bridge over a distributary of the Susan River at Skyline Road. Off-site utilities, including improvements to SR 36 and extension of Skyline Road to the west of SR 36 to provide access to the project site, could result in fill of state or federally protected wetlands concentrated along the former railroad berm along the southern border of the project site and along the west side of SR 36. Section 404 of the CWA requires that a permit be obtained from USACE prior to the discharge of dredged or fill materials into any “waters of the United States,” which includes wetlands and intermittent and perennial stream channels. This would be a **potentially significant** impact.

Findings

During the aquatic resources delineation conducted during April 2025, a total of approximately 7.01 acres of aquatic resources that may be protected under state or federal regulations were documented in the study area, including the Susan River, a distributary stream, and several wetlands (e.g., palustrine emergent wetlands, palustrine scrub-shrub wetlands, and palustrine open water wetlands). Of these, two palustrine emergent wetlands encompassing a total of approximately 0.48 acres are on the project site and the remaining 6.53 acres are within the potential off-site improvement areas. The complete methodology and results of the delineation are provided in the Aquatic Resources Delineation Report (Appendix E of the Draft EIR). The Susan River is a jurisdictional water of the United States and water of the state. Project activities would result in substantial earth disturbance (trenching, grading and filling) in areas that are set back from the Susan River; therefore, sediment and debris are not expected to mobilize into the river. However, the proposed sewer line option would cross the Susan River by attaching pipe to the Main Street Bridge, or, if Caltrans deem it impermissible, by horizontal directional drilling under the river. Additionally, gas and water lines would be attached to the Skyline Road Bridge over the Susan River and another bridge over a distributary of the Susan River at Skyline Road. Indirect impacts to the Susan River and the distributary stream could result from construction of these off-site utilities. In general, indirect impacts can include inadvertent release of sediment or chemicals, altered hydrology, and increased erosion and sedimentation through soil disturbance and vegetation removal. Implementation of an Inadvertent Release (Frac-out) Contingency Plan for Horizontal Directional Drilling and best management practices to safeguard watercourses from excessive deposition of sediment or debris would avoid indirect impacts on water quality in the Susan River and other waters.

Construction of the project would result in the direct loss of the 0.48 acres of state-protected palustrine emergent wetlands on the project site. Other off-site utilities, including improvements to SR 36, extension of Skyline Road to the west of SR 36 to provide access to the project site, and potential gas and water lines could result in fill of state or federally protected wetlands concentrated along the former railroad berm along the southern border of the project site and along the west side of SR 36. Section 404 of the CWA requires that a permit be obtained from USACE prior to the discharge of dredged or fill materials into any “waters of the United States,” which includes wetlands and intermittent and perennial stream channels. Section 404 permits generally require mitigation to offset losses of aquatic habitats which is intended to result in no net loss of wetland acres and functions. Waters of the state are defined as any surface or subsurface water and are protected by the Porter-Cologne Act. Fill of waters of the state, including state protected wetlands, also requires mitigation to offset losses of aquatic habitats. Additionally, work in the bed, channel, or bank of the river could require a Streambed Alteration Agreement with CDFW pursuant to Section 1602 of California Fish and Game Code.

Activities, including directional drilling, that have potential to divert or obstruct the natural flow or substantially change, or use any material from the bed, bank, or channel of Susan River or distributary streams would require

notification of lake or streambed alteration be submitted to CDFW pursuant to Section 1602 of California Fish and Game Code. If the project design changes and direct impacts to Susan River are anticipated (such as jacking and boring the sewer line under the Susan River), the project proponent would need to acquire a CWA Section 404 permit from the USACE and a CWA Section 401 Water Quality Certification from the Lahontan RWQCB. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on biological resources to less than significant.

Mitigation Measure 3.3-4: Avoid Impacts to Waters of the United States and state, Including Wetlands

- ▶ The project applicant shall design the project to avoid impacts to waters of the United States and state, including wetlands. If the project cannot be designed to avoid state or federally protected wetlands and other waters, the delineation report shall be submitted to USACE, and a jurisdictional determination shall be requested.
- ▶ If state or federally protected wetlands or waters are determined to be present within the project site that can be avoided, a qualified aquatic resources biologist (hereafter referenced as a qualified biologist) shall establish a buffer around wetlands and mark the buffer boundary with high-visibility flagging, fencing, stakes, or clear, existing landscape demarcations (e.g., edge of a roadway). The buffer shall be a minimum width of 25 feet but may be larger if deemed necessary. The appropriate size and shape of the buffer zone shall be determined in coordination with the qualified biologist and shall depend on the type of wetland present (e.g., stream, fresh emergent wetland), the timing of project activities (e.g., wet or dry time of year), environmental conditions and terrain, and the project activity being implemented.

Project activities (e.g., ground disturbance, vegetation removal, staging) shall be prohibited within the established buffer. The qualified biologist shall periodically inspect the materials demarcating the buffer to confirm that they are intact and visible, and wetland impacts are being avoided.

- ▶ If it is determined that fill of wetlands or other waters of the United States would result from project implementation, authorization for such fill shall be secured from USACE and the RWQCB through CWA Sections 401 and 404 permitting processes. In association with the Section 404 permit (if applicable) and prior to the issuance of any grading permit, Section 401 Water Quality Certification from the Lahontan RWQCB shall be obtained. For impacts on waters of the state and state protected wetlands that are not also waters of the United States and are therefore not covered by the 401 Water Quality Certification, the applicant shall apply to the Lahontan RWQCB for Waste Discharge Requirements following the State Wetland Definition and Procedures for Discharges of Dredged or Fill Material to Waters of the State (SWRCB 2021). Any wetlands or other waters of the United States or waters of the state that are filled by the project shall be replaced or restored on a no-net-loss basis in accordance with the applicable USACE and California Water Board mitigation standards in place at the time of construction.
- ▶ Before commencing any activity, including directional drilling, that may divert the natural flow or otherwise alter the Susan River or other stream resources, including riparian habitat on, or with roots reaching to, the bank of the Susan River, the applicant shall notify CDFW through issuance of a Lake and Streambed Alteration Notification (notification). If CDFW determines, based on the notification, that project activities trigger the need for a Lake and Streambed Alteration Agreement, the proponent shall obtain an agreement from CDFW before the activity commences. The applicant shall conduct project construction activities in accordance with the agreement, including implementing reasonable measures in the agreement necessary to protect fish and wildlife resources, when working within the bed or bank of waterways or in riparian habitats associated with those waterways. These measures may include demarcation of the construction area, biological monitoring, preparation of an inadvertent release (frac-out) contingency plan for directional drilling, erosion control, environmental awareness training for construction crews, and compensatory measures (e.g., restoration, long-term habitat management).

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measure 3.3-4, impacts on biological resources would be reduced to less than significant and the project would not contribute to a significant cumulative effect on biological resources. Implementation of Mitigation Measure 3.3-4 requires implementation of avoidance buffers and identifies additional procedures to follow to comply with State and federal regulations if it is determined that fill of waters of the United States or State would result from project implementation. While the project would result in the direct loss of the 0.48 acres of state-protected palustrine emergent wetlands on the project site, the majority of project activities would avoid wetland areas or would be prohibited within the wetland buffer. Additionally, as determined in the Aquatic Resources Delineation Report, there is a total of 4.37 acres of palustrine emergent wetlands in the aquatic resources study area. The loss of 0.48 acres therefore represents approximately a loss of 11 percent. The project would therefore not have a substantial adverse effect on state or federally protected wetlands, as the loss of 11 percent of palustrine emergent wetlands would not be considered substantial. Implementation of this mitigation measure will be enforced through the MMRP.

8.2 CULTURAL RESOURCES

Impact 3.4-1: Cause a Substantial Adverse Change in the Significance of Unique Archaeological Resources or any Historical Resources of an Archaeological Nature

The study area has a moderate sensitivity for intact buried archaeological resources. Although no archaeological resources were identified within the area of potential ground disturbance, project-related grading and excavation could result in the unanticipated discovery or damage of yet undiscovered unique archaeological resources as defined in Public Resources Code section 21083.2[g] or historical resources of an archaeological nature as defined State CEQA Guidelines Section 15064.5[a]. This impact would be **potentially significant**.

Findings

Minimal grading would be required to construct the project because the project site is relatively flat; however, ground disturbance would be required for excavation of building foundations, the high-rise sign, and bioretention ponds. As described in Section 3.4.2, "Environmental Setting," the background research (including the NEIC record search results and literature review) and pedestrian field survey failed to identify the presence of archaeological resources, including those that could be considered important examples from major periods of California history or prehistory, within the area of potential ground disturbance. However, the analysis of the geoarchaeological data concluded that the study area has a moderate sensitivity for intact buried archaeological resources. Ground-disturbing activities have potential to encounter previously undiscovered or unrecorded archaeological sites and materials, which could result in damage or destruction to these resources, and/or eliminate important examples from major periods of California history or prehistory. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on cultural resources to less than significant.

Mitigation Measure 3.4-1a: Worker Awareness Training

Prior to the initiation of project construction, the project applicant shall ensure that all crew members and contractors conducting ground-disturbing activities receive training overseen by a qualified professional archaeologist on the protection of sensitive archaeological, historical, and tribal cultural resources. As part of the training, workers shall be instructed to halt work if cultural resources are encountered during ground-disturbing activities. In addition, workers shall be instructed to not return to work in the location of the find until instructed to do so by management.

Mitigation Measure 3.4-1b: For All Ground-Disturbing Construction Activities, Halt Ground Disturbance Upon Discovery of Subsurface Archaeological Features

If archaeological materials (e.g., locally darkened soils [i.e., midden], stone tools, chipped stone, baked clay, or concentrations of shell, bone, charcoal, glass, metal, or ceramics) are inadvertently discovered during ground-disturbing activities, the contractor shall cease all work within 100 feet (30.5 meters) of the find and the project applicant shall immediately retain the services of a qualified professional archaeologist. At that time, the City's Manager or their designee (Manager) shall coordinate any necessary investigation of the site with the archaeologist as needed to evaluate the significance of the resource per PRC Sections 5024.1, 21083.2(g), and 21074 (i.e., to determine whether the resource qualifies as a unique archaeological resource, a historical resource of an archaeological nature, or a tribal cultural resource) and provide proper management recommendations. If the qualified archaeologist determines that the discovered resource qualifies as, or includes, unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources, the qualified archaeologist shall develop mitigation or treatment measures for consideration and approval by the Manager in consultation with the project applicant. The Manager may also consult with the State Historic Preservation Officer [SHPO], a representative of any Native American Tribe potentially interested in a possible tribal cultural resource, or any other regulatory agency that the Manager believes may have informed and useful input to provide. Mitigation shall be developed and implemented in accordance with Public Resources Code Section 21083.2 and Section 15126.4 of the CEQA Guidelines, with a preference for preservation in place. Consistent with Section 15126.4(b)(3), preservation in place may be accomplished through one or more of the following: planning construction to avoid the resource; incorporating the resource within open space; capping and covering the resource; or deeding the site into a permanent conservation easement. If approved by the Manager, such measures shall be implemented and completed prior to commencing further work for which grading or building permits were issued, unless otherwise directed by the Manager. Avoidance or preservation of unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources shall not be required where such avoidance or preservation in place would preclude the construction of important project structures or project infrastructure or would require exorbitant expenditures, as determined by the Manager in consultation with the project applicant. Where avoidance or preservation are not appropriate for these reasons, the qualified archaeologist, in consultation with the Manager, shall prepare a detailed recommended treatment plan for consideration and approval by the Manager, which may include data recovery. Where tribal cultural resources are involved, the Manager shall also consult with any known representative of a Native American Tribe potentially interested in the tribal cultural resource. If employed, data recovery strategies for unique archaeological resources that do not also qualify as historical resources of an archaeological nature shall follow the applicable requirements and limitations set forth in Public Resources Code Section 21083.2. Where tribal cultural resources are involved, data recovery shall not occur over the objections of any known representative of a Native American Tribe potentially interested in the tribal cultural resource. Data recovery will normally consist of (but would not be limited to) sample excavation, artifact collection, site documentation, and historical research, with the aim of recovering important scientific data contained within the unique archaeological resource or historical resource of an archaeological nature. The data recovery plan shall include provisions for analysis of data in a regional context, reporting of results within a timely manner, curation of artifacts and data at an approved facility, and dissemination of reports to local and State repositories, libraries, and interested professionals. If data recovery is determined by the Manager or a tribal representative to be inappropriate, then an equally effective treatment shall be proposed and implemented. Where tribal cultural resources are involved, the Manager, in formulating a treatment strategy, shall consult with any known representative of a Native American Tribe potentially interested in the tribal cultural resource. No treatment strategy for tribal cultural resources shall be approved over the objections of such a tribal representative. Work may not resume within the no-work radius until the Manager, in consultation with the qualified archaeologist, determines that the site either: 1) does not contain unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources; or 2) that the preservation and/or treatment measures have been completed to the Manager's satisfaction.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measures 3.4-1a and 3.4-1b, impacts on cultural resources

would be reduced to less than significant and the project would not contribute to a significant cumulative effect on cultural resources. Implementation of Mitigation Measures 3.4-1a and 3.4-1b identify procedures that would minimize the potential for construction activities to damage or destroy any unique archaeological resources, historical resources of an archaeological nature, or important examples from major periods of California history or prehistory that may be inadvertently uncovered during ground-disturbing activities. Specifically, Mitigation Measure 3.4-1a would require construction workers to undergo worker awareness training to be informed of the procedures to follow in the event of an unanticipated discovery. Mitigation Measure 3.4-1b identifies requirements to halt construction activities in the vicinity of any unanticipated discoveries until a qualified professional archaeologist can assess the significance of the find and provide the City's Manager with recommendations for the appropriate disposition of the resource. Preference would be given to preservation in place. Implementation of these mitigation measures will be enforced through the MMRP.

8.3 GEOLOGY AND SOILS

Impact 3.6-1: Destroy a Unique Paleontological Resource or Site or Unique Geologic Feature

Project construction would involve ground-disturbing activities in Quaternary and Pleistocene lake sediments, which have high sensitivity for paleontological resources. Therefore, the project has the potential to result in the destruction of scientifically significant paleontological resources. This impact would be **potentially significant**.

Findings

As described in Section 3.6.2 of the Draft EIR, "Environmental Setting," the Quaternary and Pleistocene lake sediments that underlie the project site have a strong potential to preserve scientifically significant fossils and are therefore considered to have high sensitivity for paleontological resources. This is confirmed in the Paleontological Resource Assessment Memorandum for the Project (Appendix F of the Draft EIR). Project construction would involve excavation to a maximum depth of 10 feet below the ground surface to install underground storage tanks, which would have potential to encounter sediments with high sensitivity for paleontological resources. Therefore, the project has the potential to result in the destruction of scientifically significant paleontological resources. This would be a **potentially significant impact**.

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measure reduces potentially significant project impacts on geology and soils to less than significant.

Mitigation Measure 3.6-1: Implement a Paleontological Resource Impact Mitigation Program

- ▶ Prior to the start of construction activities, the applicant shall retain a federally qualified paleontologist (qualified paleontologist) that meets the standards of the Society for Vertebrate Paleontology (2010) to carry out all mitigation measures related to paleontological resources.
- ▶ Before any ground-disturbing activities, the qualified paleontologist shall conduct pre-construction worker paleontological resources sensitivity training. The qualified paleontologist shall conduct any construction worker paleontological resources sensitivity training either in person or via a training module. The training shall include information on what types of paleontological resources could be encountered during excavations, what to do in case an unanticipated discovery is made by a worker, and laws protecting paleontological resources. All construction personnel shall be informed of the possibility of encountering fossils and be instructed to immediately inform the construction foreman or supervisor if any bones or other potential fossils are unexpectedly unearthed in an area where a paleontological monitor is not present. The applicant shall ensure that construction personnel are made available for and attend the training and retain documentation demonstrating attendance.
- ▶ The qualified paleontologist shall supervise a paleontological monitor who meets the Society for Vertebrate Paleontology standards (2010). The paleontological monitor shall be present during all excavations in the

Quaternary lake sediments or when excavations in the alluvium are deep enough to encounter the older Pleistocene lake sediments. The exceptions are borings or auguring less than 3 feet in diameter. Specific depths and monitoring locations will be based on the finalized excavation plans, any available geotechnical reports, and consultation between the qualified paleontologist and the construction liaison.

- ▶ Monitoring shall consist of visually inspecting fresh exposures of rock for larger fossil remains and, where appropriate, collecting wet or dry screened standard sediment samples (up to 4.0 cubic yards) of promising horizons for smaller fossil remains (SVP 2010). Depending on the conditions encountered, full-time monitoring can be reduced to part-time inspections or ceased entirely if determined adequate by the qualified paleontologist, particularly if excavation is limited to artificial fill or the younger alluvium. The qualified paleontologist may spot check the excavation on an intermittent basis and recommend whether the depth of required monitoring should be revised based on his/her observations. Monitoring activities should be documented in a Paleontological Resources Monitoring Report to be prepared by the qualified paleontologist at the completion of construction and shall be provided to the applicant within six months of project completion. If fossil resources are identified during monitoring, the report will also be filed with the UCMP or other similar repository.
- ▶ If a paleontological resource is discovered during construction, the paleontological monitor shall be empowered to temporarily divert or redirect grading and excavation activities around the exposed resource to facilitate evaluation of the discovery. The qualified paleontologist shall analyze the discovered paleontological resource to determine whether it qualifies as a "unique paleontological resource." A unique paleontological resource means a paleontological resource about which it can be clearly demonstrated that, without merely adding to the current body of knowledge, there is a high probability that it meets one of the two following criteria: (1) contains information needed to answer important scientific research questions and that there is a demonstrable public interest in that information; or (2) has a special and particular quality such as being the oldest of its type or the best available example of its type.
- ▶ During the time period in which this assessment is being conducted, an appropriate buffer area of 50 feet around the fossil discovery shall be established by the qualified paleontologist where construction activities shall not be allowed to continue. Work shall be allowed to continue outside of the buffer area. All significant fossils qualifying as unique paleontological resources shall be collected by the paleontological monitor and/or the qualified paleontologist. Collected fossils should be prepared to the point of identification and catalogued before they are submitted to their final repository. Any fossils collected should be curated at a public, non-profit institution with a research interest in the materials, such as the UCMP, if such an institution agrees to accept the fossils. If no institution accepts the fossil collection, they shall be donated to a local school in the area for educational purposes. Accompanying notes, maps, photographs, and a technical report shall also be filed at the repository and/or school.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measure 3.6-1, impacts on geology and soils would be reduced to less than significant and the project would not contribute to a significant cumulative effect on geology and soils. Implementation of Mitigation Measures 3.6-1 includes procedures that provide for the protection of any unique paleontological resources encountered during project construction. Specifically, Mitigation Measure 3.6-1 requires the applicant to retain a qualified paleontologist to conduct pre-construction worker paleontological resources sensitivity training. The measure also requires a qualified paleontological monitor to be present for all excavations that are deep enough to encounter sediments with high sensitivity for paleontological resources (i.e., Pleistocene lake sediments). If paleontological resources are encountered during grading and excavation activities, the paleontological monitor would have the authority to divert or redirect construction activities. The paleontological monitor would then collect, identify, and catalogue any significant fossils qualifying as unique paleontological resources, submit the fossils to an appropriate repository, and summarize the findings in a technical report. Implementation of this mitigation measure will be enforced through the MMRP.

8.4 TRIBAL CULTURAL RESOURCES

Impact 3.10-1: Cause a Substantial Adverse Change in the Significance of a Tribal Cultural Resource

The study area has a moderate sensitivity for intact buried archaeological resources, including Tribal cultural resources. Although no Tribal cultural resources were identified within the area of potential ground disturbance, project-related grading and excavation could result in the unanticipated discovery or damage of yet undiscovered Tribal cultural resources, as defined in PRC Section 21074. This impact would be **potentially significant**.

Findings

As discussed in Section 3.4 of the Draft EIR, “Cultural Resources,” a full accounting of all potential cultural resources located within the study area was achieved through a records search, literature review, and field survey. No precontact archaeological sites that may have tribal significance and no Tribal cultural resources, as defined in PRC Section 21074, were identified within the area of potential ground disturbance as part of these efforts. Nevertheless, the analysis of the geoarchaeological data concluded that the study area has a moderate sensitivity for intact buried archaeological resources, including Tribal cultural resources. Project construction would require excavation to a depth of approximately 10 feet that would extend into native soils. Ground-disturbing activities have potential to encounter previously undiscovered or unrecorded archaeological sites and materials, including Tribal cultural resources, which could result in damage or destruction to these resources. This would be a **potentially significant impact**.

California law recognizes the need to protect Native American human burials, skeletal remains, and funerary items associated with Native American burials from vandalism and inadvertent destruction. The procedures for the treatment of Native American human remains are contained in California Health and Safety Code Section 7050.5 and California Public Resources Code Section 5097. These statutes require that, if human remains are discovered, potentially damaging ground-disturbing activities in the area of the remains shall be halted immediately, and the appropriate County coroner shall be notified immediately. If the remains are determined by the coroner to be Native American, the NAHC shall be notified within 24 hours and the guidelines of the NAHC shall be adhered to in the treatment and disposition of the remains. Following the coroner’s findings, the NAHC-designated Most Likely Descendant, and the landowner shall determine the ultimate treatment and disposition of the remains and take appropriate steps to ensure that additional human interments, if present, are not disturbed. The responsibilities for acting upon notification of a discovery of Native American human remains are identified in PRC Section 5097.94

Changes or alterations have been required in, or incorporated into, the project, which avoid the significant environmental effects identified in the EIR. The following mitigation measures reduce potentially significant project impacts on tribal cultural resources to less than significant.

Mitigation Measure 3.10-1a: Worker Awareness Training

Implement Mitigation Measure 3.4-1a.

Mitigation Measure 3.10-1b: For All Ground-Disturbing Construction Activities, Halt Ground Disturbance Upon Discovery of Subsurface Tribal Cultural Resources

Implement Mitigation Measure 3.4-1b.

Facts in Support of Findings

The EIR analysis of the project (including the analysis in the Draft EIR and in Responses to Comments in the Final EIR) determined that with the implementation of Mitigation Measures 3.10-1a and 3.10-1b, impacts on tribal cultural resources would be reduced to less than significant and the project would not contribute to a significant cumulative effect on tribal cultural resources. Implementation of Mitigation Measures 3.10-1a and 3.10-1b identify procedures that would minimize the potential for construction activities to damage or destroy any unique archaeological resources, historical resources of an archaeological nature, or important examples from major periods of California history or prehistory that may be inadvertently uncovered during ground-disturbing activities. Specifically, Mitigation Measure

3.10-1a would require construction workers to undergo worker awareness training to be informed of the procedures to follow in the event of an unanticipated discovery. Mitigation Measure 3.10-1b identifies requirements to halt construction activities in the vicinity of any unanticipated discoveries until a qualified professional archaeologist can assess the significance of the find and provide the City's Manager with recommendations for the appropriate disposition of the resource. Preference would be given to preservation in place. Implementation of these mitigation measures will be enforced through the MMRP.

9 POTENTIALLY SIGNIFICANT ENVIRONMENTAL IMPACTS DETERMINED TO BE SIGNIFICANT AND UNAVOIDABLE

As summarized in Table ES-1 of the Draft EIR, all of the impacts associated with the proposed project would be less than significant or reduced to a less-than-significant level after implementation of the recommended mitigation measures. Additionally, the project would not result in a cumulatively considerable contribution to a significant cumulative impact.

10 PROJECT ALTERNATIVES

10.1 LEGAL PRINCIPLES GOVERNING THE ANALYSIS AND ULTIMATE SELECTION OR REJECTION OF ALTERNATIVES

As required by CEQA Guidelines section 15126.6, the Draft EIR included an evaluation of a range of reasonable, potentially feasible alternatives to the project, or to the location of the project, which would feasibly attain most of the basic objectives of the project but would avoid or substantially lessen any of the significant effects of the project. The Draft EIR also included the mandatory No Project Alternative.

As noted earlier, section 15091(a)(3) of the Guidelines describes that one of the findings that a lead agency can make concerning significant project impacts is that specific economic, legal, social, technological, or other considerations make infeasible the project alternatives identified in the Draft EIR.

With respect to project alternatives, "[t]he issue of feasibility arises at two different junctures: (1) in the assessment of alternatives in the EIR and (2) during the agency's later consideration of whether to approve the project." (*California Native Plant Society v. City of Santa Cruz* (2009) 177 Cal. App. 4th 957, 981 (CNPS), citing *Mira Mar Mobile Community v. City of Oceanside* (2004) 119 Cal.App.4th 477, 489 (Mira Mar).) "But 'differing factors come into play at each stage.'" (CNPS, *supra*, 177 Cal. App. 4th at p. 981, citing Kostka & Zischke, Practice Under the Cal. Environmental Quality Act [Cont.Ed.Bar 2d ed. 2009] (Kostka), Section 15.9, p. 740.) "For the first phase—inclusion in the EIR—the standard is whether the alternative is potentially feasible." (CNPS, *supra*, 177 Cal.App.4th at p. 981, citing *Mira Mar*, *supra*, 119 Cal.App.4th at p. 489; CEQA Guidelines, Section 15126.6, subd. (a).) "By contrast, at the second phase—the final decision on project approval—the decision-making body evaluates whether the alternatives are actually feasible." (CNPS, *supra*, 177 Cal.App.4th at p. 981, citing CEQA Guidelines, Section 15091, subd. (a)(3).) "At that juncture, the decisionmakers may reject as infeasible alternatives that were identified in the EIR as potentially feasible." (CNPS, *supra*, 177 Cal.App.4th at p. 981, citing *Mira Mar*, *supra*, 119 Cal.App.4th at p. 489.)

"While it is up to the EIR preparer to identify alternatives as potentially feasible, the decision making body 'may or may not reject those alternatives as being infeasible' when it comes to project approval." (CNPS, *supra*, 177 Cal.App.4th at p. 999, quoting *Sierra Club v. County of Napa* (2004) 121 Cal.App.4th 1490, 1504.) "Rejection by the decision makers does not undermine the validity of the EIR's alternatives analysis." (CNPS, *supra*, 177 Cal.App.4th at p. 999, citing *Mira Mar*, *supra*, 119 Cal.App.4th at p. 489.) "Like mitigation measures, potentially feasible alternatives 'are suggestions which may or may not be adopted by the decisionmakers.'" (CNPS, *supra*, 177 Cal.App.4th at p. 999, quoting *No Slo Transit, Inc. v. City of Long Beach* (1987) 197 Cal.App.3d 241, 256.)

"When it comes time to decide on project approval, the public agency's decision making body evaluates whether the alternatives are actually feasible." (*CNPS, supra*, 177 Cal.App.4th at p. 999, citing *Mira Mar, supra*, 119 Cal.App.4th at p. 489, and CEQA Guidelines, Section 15091, subd. (a)(3).) "While staff may draft the necessary findings, the decision making body is responsible for the ultimate determination of feasibility, which cannot be delegated." (*CNPS, supra*, 177 Cal.App.4th at p. 999, citing CEQA Guidelines, Sections 15025, subd. (b)(2), Section 15091, subd. (a)(3).) "At this final stage of project approval, the agency considers whether "[s]pecific economic, legal, social, technological, or other considerations ... make infeasible the mitigation measures or alternatives identified in the environmental impact report." (*CNPS, supra*, 177 Cal.App.4th at p. 1000, citing Pub. Resources Code, Section 21081, subd. (a)(3).) "Broader considerations of policy thus come into play when the decision-making body is considering actual feasibility than when the EIR preparer is assessing potential feasibility of the alternatives." (*CNPS, supra*, 177 Cal.App.4th at p. 1000.) Thus, "it does not subvert the CEQA environmental review process for the ultimate decision maker to reject as infeasible alternatives identified in the EIR." (*Ibid.*)

At the decision-making stage, "'feasibility' under CEQA encompasses 'desirability' to the extent that desirability is based on a reasonable balancing of the relevant economic, environmental, social, and technological factors." (*City of Del Mar v. City of San Diego* (1982) 133 Cal.App.3d 410, 417; *CNPS, supra*, 177 Cal.App.4th at p. 1001; *San Diego Citizenry Group v. County of San Diego* (2013) 219 Cal.App.4th 1, 17.) Relatedly, the concept of "feasibility" also encompasses the question of whether, and how well, a particular alternative or mitigation measure promotes the underlying goals and objectives of a project. (*Sierra Club v. County of Napa, supra*, 121 Cal.App.4th at pp. 1506-1509; *CNPS, supra*, 177 Cal. App. 4th 957, 1001; *Citizens for Open Government v. City of Lodi* (2012) 205 Cal.App.4th 296, 314-315; *Sequoiah Hills Homeowners Assn. v. City of Oakland* (1993) 23 Cal.App.4th 704, 715 (*Sequoiah Hills*); and *In re Bay-Delta Programmatic Environmental Impact Report Coordinated Proceedings* (2008) 43 Cal.4th 1143, 1165, 1166.) In addition, a proposed alternative may also be legally infeasible. (*Sequoiah Hills, supra*, 23 Cal.App.4th at p. 715.)

For the reasons discussed above, the use of the term "infeasible" in the Findings below concerning the alternatives is more expansive than references to "potentially feasible" or "feasible" in the EIR's discussion of alternatives, which was limited to technical, logistical, and financial feasibility. An alternative may have been determined to be technically, logistically, and financially "feasible" by City staff in the EIR and still ultimately be concluded by the Planning Commission, as the ultimate decisionmaker on the project, to meet the definition of "infeasibility" per Section 15091(a)(3) as interpreted in case law, when all considerations are accounted for, as discussed above.

The City makes the findings set forth below to support its rejection of the alternatives that were analyzed in the Draft EIR.

10.2 ALTERNATIVES CONSIDERED IN THE EIR

Three alternatives, representing a range of reasonable alternatives to the proposed project, were selected for detailed analysis in the Draft EIR. The goal for evaluating these alternatives is to identify ways to avoid or lessen the significant environmental effects resulting from implementation of the proposed project, while attaining most of the project objectives. As explained above, however, the EIR concluded that all potentially significant impacts of the project could be reduced to less than significant levels through the implementation of mitigation measures.

The following sections provide a general description of each alternative, its ability to meet the project objectives (and thus its feasibility), and a qualitative discussion of its comparative environmental impacts.

10.2.1 Alternative 1: No Project-No Development Alternative

SUMMARY OF ALTERNATIVE

CEQA requires a "no project" alternative to be evaluated in an EIR (California Code of Regulations [CCR] Title 14 Section 15126.6[e]). The purpose of describing and analyzing a no project alternative is to allow decision makers to compare the impacts of approving a proposed project with the impacts of not approving the proposed project.

Under Alternative 1, the No Project–No Development Alternative, no actions would be taken by the applicant and the project site would remain unchanged from current conditions. The project site would remain vacant and in its current condition. The No Project – No Development Alternative would not meet the project objectives because it would not result in the development of a regional travel center and related commercial land uses that would serve thru-motorists on SR-36 and provide economic benefits to the City.

Although it is acknowledged that with the No Project–No Development Alternative, there would be no discretionary action by the City or Lassen County LAFCO, and thus no impact, for purposes of comparison with the other action alternatives, conclusions for each technical area are characterized as “impacts” that are greater, similar, or less, to describe conditions that are worse than, similar to, or better than those of the proposed project.

REASONS FOR REJECTING ALTERNATIVE

Alternative 1, the No Project–No Development Alternative would avoid all adverse impacts resulting from construction and operation of the proposed project. However, the No Project–No Development Alternative would not meet any of the objectives the project. The City has discretion to weigh the project objectives, as a matter of policy, and give special consideration to specific objectives in considering the feasibility of alternatives. As the No Project–No Development Alternative would not meet any of the objectives of the project, it represents an undesirable policy outcome. The alternative is therefore infeasible. Stated another way, specific economic, legal, social, technological, or other considerations make infeasible the No Project-No Development Alternative identified in the Final EIR.

10.2.2 Alternative 2: No Drive-Thru Fast-Food Restaurant Alternative

SUMMARY OF ALTERNATIVE

The project proposes two fast-food restaurants, one of which contains a drive-thru component. Alternative 2 would eliminate the drive-thru component of the fast-food restaurant and operate only as a walk-in fast-food restaurant, with the drive-thru lanes occupied by additional parking stalls. Elimination of the drive-thru component of the proposed fast-food restaurant would reduce potential air quality and greenhouse gas emissions associated with vehicle idling and increase the demand for restaurant-related parking.

Alternative 2 would meet most of the objectives of the proposed project because it would create a commercial development with facilities and amenities for travelers along a major transportation corridor. Alternative 2 would contribute to the City’s economic development and increase tax revenue and employment opportunities in the City; however, the economic merits and available services of Alternative 2 would be slightly reduced in comparison to the proposed project because the fast-food drive-thru component would not be constructed, and thus would likely lead to less visitors due to the inconvenience of not having the drive-thru. Therefore, Alternative 2 would meet the project objectives to a lesser extent than the proposed project.

Alternative 2 would occupy a similar area to the proposed project and would be developed at the same project location. Alternative 2 would be similar to the proposed project with respect to site suitability, availability of infrastructure, and general plan consistency; therefore, the same factors that would affect the physical feasibility of the proposed project would apply to Alternative 2.

REASONS FOR REJECTING ALTERNATIVE

Alternative 2, the No Drive-Thru Fast-Food Restaurant Alternative would occupy a similar area to the proposed project and would be developed at the same project location, thus construction-related ground disturbance would be similar to the proposed project. During operations, the absence of a drive-thru component would result in an incremental reduction in energy use and noise associated with drive-thru vehicle idling while waiting for completion of orders. In addition, without the inclusion of the drive-thru, there would be fewer vehicle trips and visitors to the

project site under Alternative 2, resulting in a decrease in VMT, lower air quality and greenhouse gas emissions, and noise compared to the proposed project. However, this alternative would still require construction of the offsite utilities; therefore, this alternative would not avoid any of the impacts associated with construction of the offsite utilities or other ground disturbance impacts on the main project site.

When the environmentally superior alternative is the No Project Alternative, the State CEQA Guidelines (Section 15126[d][2]) require selection of an environmentally superior alternative from among the other action alternatives evaluated. As illustrated in Table 5-1 of the Draft EIR, the No Fast-Food Drive-Thru Alternative would be environmentally superior action alternative because although the environmental impacts would be similar to the proposed project and Alternative 3, the reduced degree of fast-food drive-thru traffic would incrementally reduce the emissions of criteria air pollutants, GHGs, noise and VMT generated by the proposed project drive-thru. The incremental decrease in air quality, GHG, noise and transportation impacts is a greater incremental decrease than the reductions associated with Alternative 3.

The City rejects the Alternative for policy reasons and finds it to be infeasible. Alternative 2 would meet most of the objectives of the proposed project because it would create a commercial development with facilities and amenities for travelers along a major transportation corridor. Alternative 2 would contribute to the City's economic development and increase tax revenue and employment opportunities in the City; however, the economic merits and available services of Alternative 2 would be slightly reduced in comparison to the proposed project because the drive-thru would not be constructed. The City has discretion to weigh the project objectives, as a matter of policy, and give special consideration to specific objectives in considering the feasibility of alternatives. Alternative 2 would not meet the proposed project objective of maximizing tax revenue to the City. Therefore, Alternative 2 would meet the project objectives to a lesser extent than the proposed project. Additionally, as discussed above, the EIR found that all potential impacts of the Project could be reduced to less than significant levels through the implementation of mitigation measures. For these reasons, the selection of Alternative 2 would not further the "substantive mandate" of CEQA, as described earlier. (See Pub. Resources Code, § 21002; *Mountain Lion Foundation, supra*, 16 Cal.4th at p. 134.) Thus, nothing in CEQA would require the City to approve Alternative 2 even if the City found it to be feasible.

The reductions in environmental impacts that would be achieved by foregoing the drive-thru component of the proposed project are modest in comparison with the benefits of these amenities. Balancing these modest reductions in environmental impacts against the benefits of the drive-thru's amenities, the City, as policymaker, finds that the benefits of the Project outweigh the slightly reduced impacts. Furthermore, the City gives weight to the fact that the applicant sees a business benefit in including the drive-thru in the proposed project. A local agency decision-making body "may approve a developer's choice of a project once its significant adverse environmental effects have been reduced to an acceptable level that is, all avoidable significant damage to the environment has been eliminated and that which remains is otherwise acceptable." (*Laurel Hills, supra*, 83 Cal.App.3d at p. 521.) In sum, specific economic, legal, social, technological, or other considerations make infeasible Alternative 2 as identified in the Final EIR.

10.2.3 Alternative 3: No Overnight RV Parking Alternative

SUMMARY OF ALTERNATIVE

Alternative 3 would include all of the elements evaluated under the proposed project as described in Section 2, "Project Description," except Alternative 3 would eliminate the overnight RV parking component of the proposed project. The project proposes ten (10) RV overnight parking spaces in the northern portion of the site that range in width from 12 to 20 feet. Power and water/wastewater hookups would be provided. Overnight RV parking users are expected to stay one day before continuing on their trip. Similar to the proposed project, construction of the offsite utilities would be needed under Alternative 3 to supply water, and sewer facilities to the travel stop.

Under Alternative 3, the overnight RV parking footprint that would be developed under the proposed project, would be replaced by a larger bioretention basin.

Alternative 3 would meet most of the objectives of the proposed project because it would create a commercial development with facilities and amenities for travelers along a major transportation corridor. Alternative 3 would contribute to the City's economic development and increase tax revenue and employment opportunities in the City; however, the economic merits and available services of Alternative 3 would be slightly reduced in comparison to the proposed project because the overnight RV parking area would not be constructed. Therefore, Alternative 3 would meet the project objectives to a lesser extent than the proposed project.

Alternative 3 would occupy a similar area to the proposed project and would be developed at the same project location. Alternative 3 would be similar to the proposed project with respect to site suitability, availability of infrastructure, and general plan consistency; therefore, the same factors that would affect the physical feasibility of the proposed project would apply to Alternative 3.

REASONS FOR REJECTING ALTERNATIVE

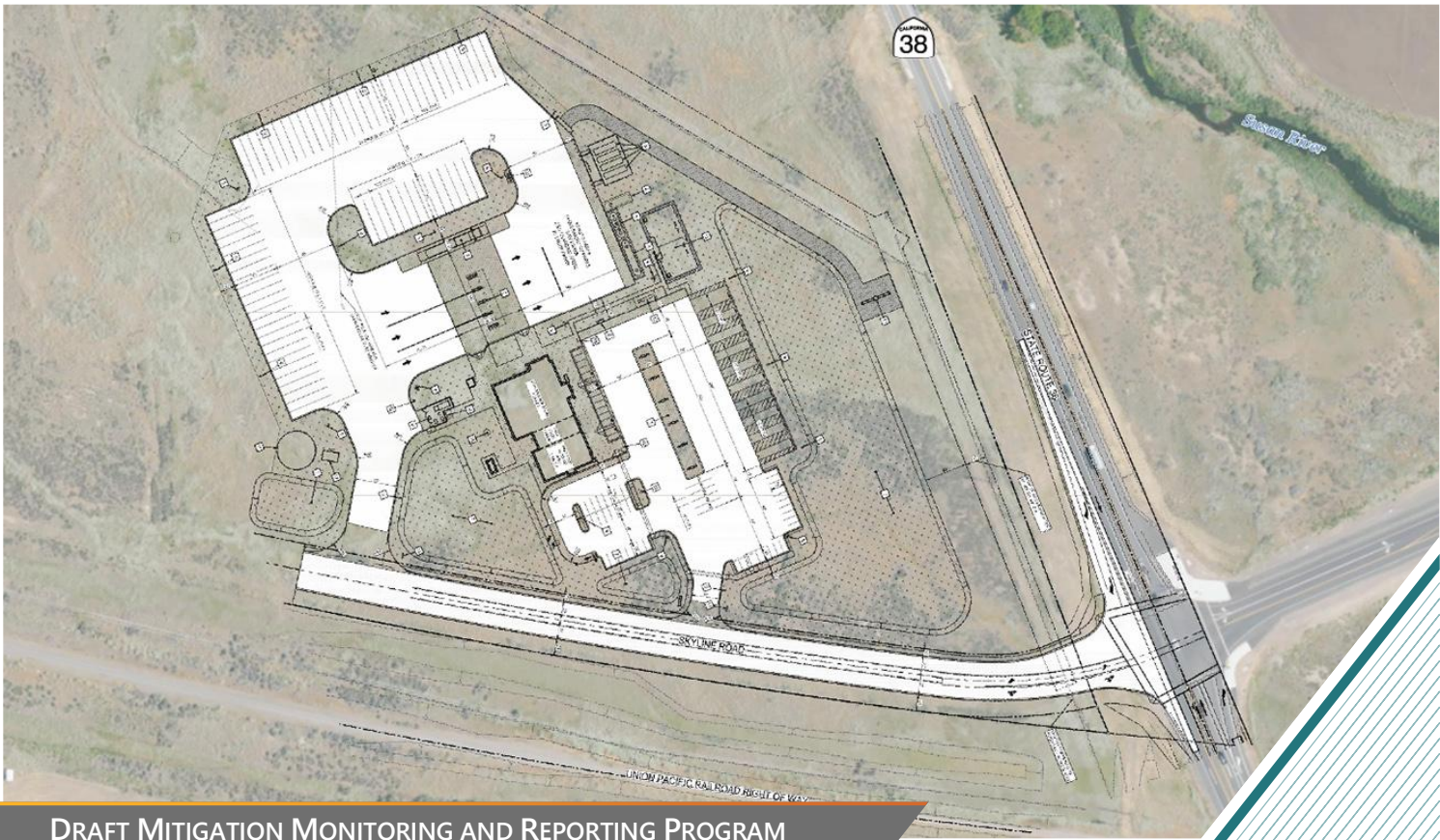
The environmental impacts of the No Overnight RV Parking alternative would be similar to the proposed project, and this alternative would require similar amounts of ground disturbance with potential to affect sensitive resources (e.g., biological, cultural, and water resources), when compared to the project. During operations, Alternative 3 would generate slightly fewer vehicle trips, which would contribute to slightly less traffic, noise, air pollutant and GHG emissions, energy consumption, and demand on public services and utilities than the other action alternatives or the Project.

The City rejects the Alternative for policy reasons and finds it to be infeasible. Alternative 3 would meet most of the objectives of the proposed project because it would create a commercial development with facilities and amenities for travelers along a major transportation corridor. Alternative 3 would contribute to the City's economic development and increase tax revenue and employment opportunities in the City; however, the economic merits and available services of Alternative 3 would be slightly reduced in comparison to the proposed project because the overnight RV parking facility would not be constructed. The City has discretion to weigh the project objectives, as a matter of policy, and give special consideration to specific objectives in considering the feasibility of alternatives. Alternative 3 would not meet the proposed project objective of maximizing tax revenue to the City. Therefore, Alternative 3 would meet the project objectives to a lesser extent than the proposed project. Additionally, as discussed above, the EIR found that all potential impacts of the Project could be reduced to less than significant levels through the implementation of mitigation measures. For these reasons, the selection of Alternative 3 would not further the "substantive mandate" of CEQA, as described earlier. (See Pub. Resources Code, § 21002; *Mountain Lion Foundation*, supra, 16 Cal.4th at p. 134.) Thus, nothing in CEQA would require the City to approve Alternative 3 even if the City found it to be feasible.

The failure to fully meet the project objectives, and in particular the elimination of the overnight RV parking area, represents an undesirable policy outcome. The overnight RV parking area is a desirable amenity that adds value to the proposed project and would be a welcome addition to the City. If the overnight RV parking area were eliminated, the amenity would have less value to the City and to the driving public.

The reductions in environmental impacts that would be achieved by foregoing the overnight RV parking component of the proposed project are modest in comparison with the benefits of these amenities. Balancing these modest reductions in environmental impacts against the benefits of the overnight RV parking's amenities, the City, as policymaker, finds that the benefits of the Project outweigh the slightly reduced impacts. Furthermore, the City gives weight to the fact that the applicant sees a business benefit in including the overnight RV parking in the proposed project. A local agency decision-making body "may approve a developer's choice of a project once its significant adverse environmental effects have been reduced to an acceptable level that is, all avoidable significant damage to the environment has been eliminated and that which remains is otherwise acceptable." (*Laurel Hills*, supra, 83 Cal.App.3d at p. 521.) In sum, specific economic, legal, social, technological, or other considerations make Alternative 3 infeasible as identified in the Final EIR.

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DRAFT MITIGATION MONITORING AND REPORTING PROGRAM

Susanville Travel Stop Project

Prepared for:



City of Susanville

April 2026

DRAFT MITIGATION MONITORING AND REPORTING PROGRAM

Susanville Travel Stop Project

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LIST OF ABBREVIATIONS

CDFW	California Department of Fish and Wildlife
CEQA	California Environmental Quality Act
CESA	California Endangered Species Act
CWA	Clean Water Act
EIR	Environmental Impact Report
MMRP	Mitigation Monitoring and Reporting Program
MOU	Memorandum of Understanding
PRC	Public Resources Code
RWQCB	Regional Water Quality Control Board
SHPO	State Historic Preservation Officer
SVP	Society of Vertebrate Paleontology
SWRCB	State Water Resources Control Board
UCMP	University of California Museum of Paleontology
USACE	US Army Corps of Engineers

MITIGATION MONITORING AND REPORTING PROGRAM

1.1 INTRODUCTION

In accordance with the California Environmental Quality Act (CEQA) (Public Resources Code [PRC] Section 21000 et seq.), the City of Susanville (City) prepared an environmental impact report (EIR) for the Susanville Travel Stop Project (State Clearinghouse No. 2025011078) that identified significant impacts and mitigation measures that would reduce the identified impacts to less-than-significant levels, where feasible.

CEQA (PRC Section 21081.6) and the State CEQA Guidelines and State CEQA Guidelines (Sections 15091[d] and 15097) require public agencies “to adopt a reporting and monitoring program for changes to the project which it has adopted or made a condition of project approval to mitigate or avoid significant effects on the environment.” The Mitigation Monitoring and Reporting Program (MMRP) has been prepared for the project because the EIR identifies potential significant adverse impacts related to the project implementation, and mitigation measure have been identified to reduce those impacts. Adoption of the MMRP would occur along with approval of the project.

1.2 PURPOSE OF MITIGATION MONITORING AND REPORTING PROGRAM

This MMRP has been prepared to ensure that all required mitigation measures are implemented and completed in a satisfactory manner before and during project construction and operation, as applicable. The MMRP table provided below has been prepared to assist the responsible parties in implementing the mitigation measures. The table identifies the mitigation measures, the entities responsible for implementing the mitigation measures, and the timeframe for implementation of the mitigation measures. The table also includes a column for the City to confirm implementation of the mitigation measures after project approval. The numbering of mitigation measures follows the numbering sequence found in the EIR. Mitigation measures that are referenced more than once in the EIR are not duplicated in the MMRP table.

1.3 ROLES AND RESPONSIBILITIES

The City is responsible for overall administration of the MMRP and for verifying that the project proponent, construction contractor, or other designated party has completed the necessary actions for each measure. The party responsible for implementing each item will identify the staff members responsible for coordinating with the City on the MMRP.

1.4 MITIGATION MONITORING AND REPORTING PROGRAM TABLE

The categories identified in the attached MMRP table are described below.

- ▶ Mitigation Measure: This column provides the verbatim text of the adopted mitigation measure.
- ▶ Implementation Responsibility: This column identifies the party responsible for implementing the mitigation measure.
- ▶ Timing: Implementation of the action must occur before or during some part of project approval, project design, or project construction or on an ongoing basis. This column identifies the time frame in which the mitigation will be implemented.
- ▶ Verification: The City is responsible for ensuring that mitigation measures are successfully implemented. The “Completion of Implementation” column is to be used by the City to indicate when implementation of a

mitigation measure has been completed. The City, at its discretion, may delegate implementation responsibility or portions thereof to qualified consultants or contractors.

Mitigation Monitoring and Reporting Program for the Susanville Travel Stop Project

Mitigation Measures	Implementation Responsibility	Timing	Verification
Biological Resources			
Mitigation Measure 3.3-2a: Conduct Focused Surveys for Other Special-Status Birds, Nesting Raptors, and Other Native Nesting Birds and Implement Protective Buffers ▶ To minimize the potential for loss of special-status bird species, raptors, and other native birds, project activities (e.g., vegetation clearing, ground disturbance, staging) should be conducted during the nonbreeding season (approximately September 1-January 31, as determined by a qualified biologist). If project activities are conducted during the nonbreeding season, no further mitigation would be required. ▶ Within 7 days before the onset of any project activities to be implemented during the breeding season (approximately February 1 through August 31, as determined by a qualified biologist), a qualified biologist familiar with the birds of California and with experience conducting nesting bird surveys will conduct focused surveys for special-status birds, other nesting raptors, and other native bird nests. Surveys shall be conducted in accessible areas within 0.25 mile of the project site for bald eagles, golden eagles, and Swainson's hawks, within 500 feet of the project site for other raptor species and special-status birds, and within 50 feet of the project site for non-raptor common native bird nests. ▶ If no active nests are found, the qualified biologist shall submit a memo documenting the survey methods and results to the applicant and the City of Susanville, and no further mitigation would be required. ▶ If active nests are found, impacts on nesting birds shall be avoided by establishing appropriate buffers, in consultation with CDFW, around active nest sites identified during focused surveys to prevent disturbance to the nest. Project activity shall not commence within the buffer areas until a qualified biologist has determined that the young have fledged, the nest is no longer active, or reducing the buffer would not likely result in nest abandonment. Buffers typically would be 0.25 mile for bald eagle and golden eagle, and 500 feet for other raptors and special-status birds (e.g., bank swallow). Buffer size for non-raptor common bird species would be determined by a qualified biologist. Factors to be considered for determining buffer size would include presence of natural buffers provided by vegetation or topography, nest height above ground, baseline levels of noise and human activity, species sensitivity, and proposed project activities. Generally, buffer size for common bird nests would be at least 20 feet. The size of the buffer may be adjusted if a qualified biologist determines that such an adjustment would not be likely to adversely affect the nest. Any buffer reduction for individuals of a species listed as endangered or threatened under the Endangered Species Act or the California Endangered Species Act or that is a candidate for listing under the California Endangered Species Act would require consultation with CDFW and/or USFWS, depending on the species' legal status. Periodic monitoring of the nest by a qualified biologist during project activities would be required if the activity has potential to	City of Susanville, Qualified Biologist	Prior to ground-disturbing construction activities, which should ideally be conducted during the nonbreeding season (approximately September 1-January 31, as determined by a qualified biologist). If project activities are to be implemented during the breeding season (approximately February 1 through August 31, as determined by a qualified biologist), nesting bird surveys will be undertaken within 7 days before the onset of any project activities.	

Mitigation Measures	Implementation Responsibility	Timing	Verification
adversely affect the nest, the buffer has been reduced, or if birds within active nests are showing behavioral signs of agitation (e.g., standing up from a brooding position, flying off the nest) during project activities, as determined by the qualified biologist. ► Removal of bald eagle and golden eagle nests is prohibited regardless of the occupancy status under the federal Bald and Golden Eagle Protection Act. If bald eagle or golden eagle nests are found during focused surveys, then the nest would not be removed.			
Mitigation Measure 3.3-2b: Conduct Protocol Level Western Bumble Bee Survey and Establish Protective Buffers ► A qualified biologist familiar with bumble bees of California and experienced using survey methods for bumble bees shall conduct a habitat assessment and focused survey (if the habitat assessment indicates that a survey is necessary) for western bumble bee following the methods in Survey Considerations for California Endangered Species Act (CESA) Candidate Bumble Bee Species (CDFW 2023) before the start of any ground-disturbing activities. Surveys shall be performed when western bumble bee is most likely to be identified, typically from April through September (i.e., the colony active period) when floral resources and ideal weather conditions are present. ■ Non-Invasive Surveys: non-invasive focused surveys would include the use of cameras to photograph bumble bees. Photographs would be reviewed and verified by a qualified individual to identify the bumble bees to species. Permits are not required for non-invasive surveys. ■ Non-Lethal Capture Surveys: surveys that would include capturing bumble bees for identification purposes and subsequently releasing the bees, would require a Memorandum of Understanding (MOU) from CDFW. No capture surveys will be conducted before the surveyor obtains an MOU. Prior to conducting non-lethal capture surveys, UC Davis will provide the surveyor's qualifications and survey methodology to CDFW for review and approval. ► For any non-lethal capture surveys, the project applicant will submit a survey report to CDFW within 1 month of survey completion and will notify CDFW within 24 hours if western bumble bees are detected. ► If western bumble bees are detected during the focused survey, appropriate avoidance measures will be implemented. Avoidance measures may include, but are not limited to, the following: ■ Protective buffers will be implemented around active nesting colonies until these sites are no longer active as determined by a qualified biologist. A qualified biologist, in consultation with CDFW, will determine the appropriate buffer size to protect nesting colonies; however, buffers will typically be at least 50 feet.	City of Susanville, Qualified Biologist	Prior to ground-disturbing construction activities, surveys should typically be undertaken from April through September.	

Mitigation Measures	Implementation Responsibility	Timing	Verification
▶ If impacts on western bumble bee cannot be avoided, compliance with CESA and consultation with CDFW is required and may involve acquiring an incidental take permit (ITP) from CDFW. The project applicant will implement all avoidance measures included in the ITP			
Mitigation Measure 3.3-2c: Conduct Focused Western Pond Turtle Survey and Establish Protective Buffers ▶ Within 14 days before commencement of project activities, a qualified wildlife biologist familiar with western pond turtle shall conduct focused surveys for western pond turtle within upland nesting habitat areas suitable for the species. ▶ If western pond turtles are not found, the qualified biologist shall submit a memo summarizing the results of the survey to the applicant and the City of Susanville, and no further mitigation will be required. ▶ If a western pond turtle is found, flagging areas for avoidance, relocation of individual animals by a qualified wildlife biologist with a valid CDFW scientific collecting permit, and/or other measures recommended by a qualified biologist as necessary to avoid injury to or mortality of western pond turtles shall be required. ▶ If a western pond turtle nest is found, impacts to the nest shall be avoided by establishing exclusion zones around all active nests, the size of which shall be determined by the qualified biologist. No project activities (e.g., vegetation removal, ground disturbance, staging, heavy equipment use) may occur within the exclusion zone until nesting activities are complete or the nest is abandoned, as confirmed by a qualified biologist. The qualified biologist shall monitor each nest once per week to track the status of the nest and to determine when it is no longer occupied. When it is no longer occupied, project activities within the exclusion zone may occur.	City of Susanville, Qualified Biologist	Prior to ground-disturbing construction activities, surveys should typically be undertaken within 14 days before the onset of any project activities.	
Mitigation Measure 3.3-3: Delineate Sensitive Natural Communities, Implement Avoidance Buffers, and If Needed, Compensate for Unavoidable Losses ▶ Prior to implementation of project activities on the banks of the Susan River or the tributary stream, a qualified biologist shall demarcate the extent of riparian habitat present on the banks and establish a no-disturbance buffer outside the dripline of the riparian vegetation using flagging and identifying boundaries clearly in the construction drawings and contractor work plans. No vegetation removal or ground disturbing activities will occur within this buffer. ▶ If riparian habitat cannot be avoided (e.g., if riparian vegetation must be removed or trimmed) or if drilling for jack and bore is required within the riparian corridor, the riparian habitat will be restored to pre-project conditions following completion of construction activities that affect riparian habitat. If riparian vegetation must be removed during off-site utility construction and cannot be restored at the same location, the applicant will restore	City of Susanville, Qualified Biologist	Prior to construction activities within the vicinity of the Susan River or the tributary stream. If habitat cannot be avoided, restoration to pre-project conditions shall be completed prior to issuance of a certificate of occupancy.	

Mitigation Measures	Implementation Responsibility	Timing	Verification
degraded riparian habitat at another location within the study area (the 79.6-acre parcel) at a 2 to 1 ratio (2 acres restored for every acre lost as a result of project activities). ▶ Before commencing any activity, including directional drilling, that may divert the natural flow or otherwise alter the Susan River or other stream resources, including riparian habitat on, or with roots reaching to, the bank of the Susan River, the applicant shall notify CDFW through issuance of a Lake and Streambed Alteration Notification (notification). If CDFW determines, based on the notification, that project activities trigger the need for a Lake and Streambed Alteration Agreement, the proponent shall obtain an agreement from CDFW before the activity commences. The applicant shall conduct project construction activities in accordance with the agreement, including implementing reasonable measures in the agreement necessary to protect fish and wildlife resources, when working within the bed or bank of waterways or in riparian habitats associated with those waterways. These measures may include demarcation of the construction area, biological monitoring, preparation of an inadvertent release (frac-out) contingency plan for directional drilling, erosion control, environmental awareness training for construction crews, and compensatory measures (e.g., restoration, long-term habitat management). ▶ Prior to implementation of project activities, a qualified biologist shall conduct protocol-level surveys to delineate sensitive natural communities within the project site following survey methods from CDFW's <i>Protocols for Surveying and Evaluating Impacts on Special-Status Native Plant Populations and Natural Communities</i> (CDFW 2018 or most recent version). ▶ If ashy ryegrass - creeping wildrye turfs sensitive natural community is not found on the project site, access routes, or staging areas, the biologist shall document the findings in a memo to the applicant and the City of Susanville, and no further mitigation will be required. ▶ If ashy ryegrass - creeping wildrye turfs sensitive natural community are found, the area occupied by this community shall be avoided completely, if avoidance can be achieved in light of project layout, design, engineering considerations, and utility alignments. This may include establishing a no-disturbance buffer around the vegetation community and demarcation of this buffer by a qualified biologist or botanist using flagging or high-visibility construction fencing. The size of the buffer shall be determined by the qualified biologist or botanist and shall be large enough to avoid direct or indirect impacts on the sensitive natural community. ▶ If ashy ryegrass - creeping wildrye turfs are found on the project site and cannot be avoided, the applicant shall compensate for unavoidable losses to the sensitive natural community by: ▪ restoring degraded ashy ryegrass - creeping wildrye turfs within the study area (the 79.6-acre parcel) at a 1 to 1 ratio (1 acre restored for every acre lost as a result of project activities); ▪ restoring degraded ashy ryegrass - creeping wildrye turf outside of the study area at a 1 to 1 ratio (1 acre restored for every acre lost as a result of project activities); or			

Mitigation Measures	Implementation Responsibility	Timing	Verification
preserving existing stands of ashy ryegrass - creeping wildrye turfs of equal or better value and equal acreage to those lost as a result of project activities through establishment of a conservation easement.			
Mitigation Measure 3.3-4: Avoid impacts to waters of the United States and state, including wetlands ▶ The project applicant shall design the project to avoid impacts to waters of the United States and state, including wetlands. If the project cannot be designed to avoid state or federally protected wetlands and other waters, the delineation report shall be submitted to USACE, and a jurisdictional determination shall be requested. ▶ If state or federally protected wetlands or waters are determined to be present within the project site that can be avoided, a qualified aquatic resources biologist (hereafter referenced as a qualified biologist) shall establish a buffer around wetlands and mark the buffer boundary with high-visibility flagging, fencing, stakes, or clear, existing landscape demarcations (e.g., edge of a roadway). The buffer shall be a minimum width of 25 feet but may be larger if deemed necessary. The appropriate size and shape of the buffer zone shall be determined in coordination with the qualified biologist and shall depend on the type of wetland present (e.g., stream, fresh emergent wetland), the timing of project activities (e.g., wet or dry time of year), environmental conditions and terrain, and the project activity being implemented. ▶ Project activities (e.g., ground disturbance, vegetation removal, staging) shall be prohibited within the established buffer. The qualified biologist shall periodically inspect the materials demarcating the buffer to confirm that they are intact and visible, and wetland impacts are being avoided. ▶ If it is determined that fill of wetlands or other waters of the United States would result from project implementation, authorization for such fill shall be secured from USACE and the RWQCB through CWA Sections 401 and 404 permitting processes. In association with the Section 404 permit (if applicable) and prior to the issuance of any grading permit, Section 401 Water Quality Certification from the Lahontan RWQCB shall be obtained. For impacts on waters of the state and state protected wetlands that are not also waters of the United States and are therefore not covered by the 401 Water Quality Certification, the applicant shall apply to the Lahontan RWQCB for Waste Discharge Requirements following the State Wetland Definition and Procedures for Discharges of Dredged or Fill Material to Waters of the State (SWRCB 2021). Any wetlands or other waters of the United States or waters of the state that are filled by the project shall be replaced or restored on a no-net-loss basis in accordance with the applicable USACE and California Water Board mitigation standards in place at the time of construction. ▶ Before commencing any activity, including directional drilling, that may divert the natural flow or otherwise alter the Susan River or other stream resources, including riparian habitat	City of Susanville in consultation with USACE, CDFW, and/or RWQCB as appropriate, Qualified Biologist	Prior to construction activities within the vicinity of the Susan River.	

Mitigation Measures	Implementation Responsibility	Timing	Verification
on, or with roots reaching to, the bank of the Susan River, the applicant shall notify CDFW through issuance of a Lake and Streambed Alteration Notification (notification). If CDFW determines, based on the notification, project activities trigger the need for a Lake and Streambed Alteration Agreement, the proponent shall obtain an agreement from CDFW before the activity commences. The applicant shall conduct project construction activities in accordance with the agreement, including implementing reasonable measures in the agreement necessary to protect fish and wildlife resources, when working within the bed or bank of waterways or in riparian habitats associated with those waterways. These measures may include demarcation of the construction area, biological monitoring, preparation of an inadvertent release (frac-out) contingency plan for directional drilling, erosion control, environmental awareness training for construction crews, and compensatory measures (e.g., restoration, long-term habitat management).			
Cultural Resources			
Mitigation Measure 3.4-1a: Worker Awareness Training Prior to the initiation of project construction, the project applicant shall ensure that all crew members and contractors conducting ground-disturbing activities receive training overseen by a qualified professional archaeologist on the protection of sensitive archaeological, historical, and tribal cultural resources. As part of the training, workers shall be instructed to halt work if cultural resources are encountered during ground-disturbing activities. In addition, workers shall be instructed to not return to work in the location of the find until instructed to do so by management.	City of Susanville, Qualified Archaeologist	Prior to the initiation of project construction	
Mitigation Measure 3.4-1b: For All Ground-Disturbing Construction Activities, Halt Ground Disturbance Upon Discovery of Subsurface Archaeological Features If archaeological materials (e.g., locally darkened soils [i.e., midden], stone tools, chipped stone, baked clay, or concentrations of shell, bone, charcoal, glass, metal, or ceramics) are inadvertently discovered during ground-disturbing activities, the contractor shall cease all work within 100 feet (30.5 meters) of the find and the project applicant shall immediately retain the services of a qualified professional archaeologist. At that time, the City's Manager or their designee (Manager) shall coordinate any necessary investigation of the site with the archaeologist as needed to evaluate the significance of the resource per PRC Sections 5024.1, 21083.2(g), and 21074 (i.e., to determine whether the resource qualifies as a unique archaeological resource, an historical resource of an archaeological nature, or a tribal cultural resource) and provide proper management recommendations. If the qualified archaeologist determines that the discovered resource qualifies as, or includes, unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources, the qualified archaeologist shall develop mitigation or treatment measures for consideration and approval by the Manager in consultation with the project applicant. The Manager may also consult with the State Historic Preservation Officer [SHPO], a representative of any Native	City of Susanville, Qualified Archaeologist	During ground-disturbing construction activities	

Mitigation Measures	Implementation Responsibility	Timing	Verification
American Tribe potentially interested in a possible tribal cultural resource, or any other regulatory agency that the Manager believes may have informed and useful input to provide. Mitigation shall be developed and implemented in accordance with Public Resources Code Section 21083.2 and Section 15126.4 of the CEQA Guidelines, with a preference for preservation in place. Consistent with Section 15126.4(b)(3), preservation in place may be accomplished through one or more of the following: planning construction to avoid the resource; incorporating the resource within open space; capping and covering the resource; or deeding the site into a permanent conservation easement. If approved by the Manager, such measures shall be implemented and completed prior to commencing further work for which grading or building permits were issued, unless otherwise directed by the Manager. Avoidance or preservation of unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources shall not be required where such avoidance or preservation in place would preclude the construction of important project structures or project infrastructure or would require exorbitant expenditures, as determined by the Manager in consultation with the project applicant. Where avoidance or preservation are not appropriate for these reasons, the qualified archaeologist, in consultation with the Manager, shall prepare a detailed recommended a treatment plan for consideration and approval by the Manager, which may include data recovery. Where tribal cultural resources are involved, the Manager shall also consult with any known representative of a Native American Tribe potentially interested in the tribal cultural resource. If employed, data recovery strategies for unique archaeological resources that do not also qualify as historical resources of an archaeological nature shall follow the applicable requirements and limitations set forth in Public Resources Code Section 21083.2. Where tribal cultural resources are involved, data recovery shall not occur over the objections of any known representative of a Native American Tribe potentially interested in the tribal cultural resource. Data recovery will normally consist of (but would not be limited to) sample excavation, artifact collection, site documentation, and historical research, with the aim of recovering important scientific data contained within the unique archaeological resource or historical resource of an archaeological nature. The data recovery plan shall include provisions for analysis of data in a regional context, reporting of results within a timely manner, curation of artifacts and data at an approved facility, and dissemination of reports to local and State repositories, libraries, and interested professionals. If data recovery is determined by the Manager or a tribal representative to be inappropriate, then an equally effective treatment shall be proposed and implemented. Where tribal cultural resources are involved, the Manager, in formulating a treatment strategy, shall consult with any known representative of a Native American Tribe potentially interested in the tribal cultural resource. No treatment strategy for tribal cultural resources shall be approved over the objections of such a tribal representative. Work may not resume within the no-work radius until the Manager, in consultation with the qualified archaeologist, determines that the site either: 1) does not contain unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources; or 2) that			

Mitigation Measures	Implementation Responsibility	Timing	Verification
the preservation and/or treatment measures have been completed to the Manager's satisfaction.			
Geology and Soils			
Mitigation Measure 3.6-1: Implement a Paleontological Resource Impact Mitigation Program ► Prior to the start of construction activities, the applicant shall retain a federally qualified paleontologist (qualified paleontologist) that meets the standards of the Society for Vertebrate Paleontology (2010) to carry out all mitigation measures related to paleontological resources. ► Before any ground-disturbing activities, the qualified paleontologist shall conduct pre-construction worker paleontological resources sensitivity training. The qualified paleontologist shall conduct any construction worker paleontological resources sensitivity training either in person or via a training module. The training shall include information on what types of paleontological resources could be encountered during excavations, what to do in case an unanticipated discovery is made by a worker, and laws protecting paleontological resources. All construction personnel shall be informed of the possibility of encountering fossils and be instructed to immediately inform the construction foreman or supervisor if any bones or other potential fossils are unexpectedly unearthed in an area where a paleontological monitor is not present. The applicant shall ensure that construction personnel are made available for and attend the training and retain documentation demonstrating attendance. ► The qualified paleontologist shall supervise a paleontological monitor who meets the Society for Vertebrate Paleontology standards (2010). The paleontological monitor shall be present during all excavations in the Quaternary lake sediments or when excavations in the alluvium are deep enough to encounter the older Pleistocene lake sediments. The exceptions are borings or auguring less than 3 feet in diameter. Specific depths and monitoring locations will be based on the finalized excavation plans, any available geotechnical reports, and consultation between the qualified paleontologist and the construction liaison. ► Monitoring shall consist of visually inspecting fresh exposures of rock for larger fossil remains and, where appropriate, collecting wet or dry screened standard sediment samples (up to 4.0 cubic yards) of promising horizons for smaller fossil remains (SVP 2010). Depending on the conditions encountered, full-time monitoring can be reduced to part-time inspections or ceased entirely if determined adequate by the qualified paleontologist, particularly if excavation is limited to artificial fill or the younger alluvium. The qualified paleontologist may spot check the excavation on an intermittent basis and recommend whether the depth of required monitoring should be revised based on his/her observations. Monitoring activities should be documented in a Paleontological Resources Monitoring Report to be prepared by the qualified paleontologist at the completion of construction and shall be provided to the	City of Susanville, Qualified Paleontologist	Prior to the start of construction activities; and during ground-disturbing construction activities	

Mitigation Measures	Implementation Responsibility	Timing	Verification
applicant within six months of project completion. If fossil resources are identified during monitoring, the report will also be filed with the UCMP or other similar repository. ▶ If a paleontological resource is discovered during construction, the paleontological monitor shall be empowered to temporarily divert or redirect grading and excavation activities around the exposed resource to facilitate evaluation of the discovery. The qualified paleontologist shall analyze the discovered paleontological resource to determine whether it qualifies as a "unique paleontological resource." A unique paleontological resource means a paleontological resource about which it can be clearly demonstrated that, without merely adding to the current body of knowledge, there is a high probability that it meets one of the two following criteria: (1) contains information needed to answer important scientific research questions and that there is a demonstrable public interest in that information; or (2) has a special and particular quality such as being the oldest of its type or the best available example of its type. ▶ During the time period in which this assessment is being conducted, an appropriate buffer area of 50 feet around the fossil discovery shall be established by the qualified paleontologist where construction activities shall not be allowed to continue. Work shall be allowed to continue outside of the buffer area. All significant fossils qualifying as unique paleontological resources shall be collected by the paleontological monitor and/or the qualified paleontologist. Collected fossils should be prepared to the point of identification and catalogued before they are submitted to their final repository. Any fossils collected should be curated at a public, non-profit institution with a research interest in the materials, such as the UCMP, if such an institution agrees to accept the fossils. If no institution accepts the fossil collection, they shall be donated to a local school in the area for educational purposes. Accompanying notes, maps, photographs, and a technical report shall also be filed at the repository and/or school.			
Tribal Cultural Resources			
Mitigation Measure 3.10-1a: Worker Awareness Training Implement Mitigation Measure 3.4-1a. Mitigation Measure 3.4-1a: Worker Awareness Training Prior to the initiation of project construction, the project applicant shall ensure that all crew members and contractors conducting ground-disturbing activities receive training overseen by a qualified professional archaeologist on the protection of sensitive archaeological, historical, and tribal cultural resources. As part of the training, workers shall be instructed to halt work if cultural resources are encountered during ground-disturbing activities. In addition, workers shall be instructed to not return to work in the location of the find until instructed to do so by management.	City of Susanville, Qualified Archaeologist	Prior to the initiation of project construction	

Mitigation Measures	Implementation Responsibility	Timing	Verification
Mitigation Measure 3.4-1b: For All Ground-Disturbing Construction Activities, Halt Ground Disturbance Upon Discovery of Subsurface Archaeological Features If archaeological materials (e.g., locally darkened soils [i.e., midden], stone tools, chipped stone, baked clay, or concentrations of shell, bone, charcoal, glass, metal, or ceramics) are inadvertently discovered during ground-disturbing activities, the contractor shall cease all work within 100 feet (30.5 meters) of the find and the project applicant shall immediately retain the services of a qualified professional archaeologist. At that time, the City's Manager or their designee (Manager) shall coordinate any necessary investigation of the site with the archaeologist as needed to evaluate the significance of the resource per PRC Sections 5024.1, 21083.2(g), and 21074 (i.e., to determine whether the resource qualifies as a unique archaeological resource, an historical resource of an archaeological nature, or a tribal cultural resource) and provide proper management recommendations. If the qualified archaeologist determines that the discovered resource qualifies as, or includes, unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources, the qualified archaeologist shall develop mitigation or treatment measures for consideration and approval by the Manager in consultation with the project applicant. The Manager may also consult with the State Historic Preservation Officer [SHPO], a representative of any Native American Tribe potentially interested in a possible tribal cultural resource, or any other regulatory agency that the Manager believes may have informed and useful input to provide. Mitigation shall be developed and implemented in accordance with Public Resources Code Section 21083.2 and Section 15126.4 of the CEQA Guidelines, with a preference for preservation in place. Consistent with Section 15126.4(b)(3), preservation in place may be accomplished through one or more of the following: planning construction to avoid the resource; incorporating the resource within open space; capping and covering the resource; or deeding the site into a permanent conservation easement. If approved by the Manager, such measures shall be implemented and completed prior to commencing further work for which grading or building permits were issued, unless otherwise directed by the Manager. Avoidance or preservation of unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources shall not be required where such avoidance or preservation in place would preclude the construction of important project structures or project infrastructure or would require exorbitant expenditures, as determined by the Manager in consultation with the project applicant. Where avoidance or preservation are not appropriate for these reasons, the qualified archaeologist, in consultation with the Manager, shall prepare a detailed recommended a treatment plan for consideration and approval by the Manager, which may include data recovery. Where tribal cultural resources are involved, the Manager shall also consult with any known representative of a Native American Tribe potentially interested in the tribal cultural resource. If employed, data recovery strategies for unique archaeological resources that do not also qualify as historical resources of an archaeological nature shall follow the applicable requirements and limitations set forth in Public Resources Code Section 21083.2.	City of Susanville, Qualified Archaeologist	During ground-disturbing construction activities	

Mitigation Measures	Implementation Responsibility	Timing	Verification
Where tribal cultural resources are involved, data recovery shall not occur over the objections of any known representative of a Native American Tribe potentially interested in the tribal cultural resource. Data recovery will normally consist of (but would not be limited to) sample excavation, artifact collection, site documentation, and historical research, with the aim of recovering important scientific data contained within the unique archaeological resource or historical resource of an archaeological nature. The data recovery plan shall include provisions for analysis of data in a regional context, reporting of results within a timely manner, curation of artifacts and data at an approved facility, and dissemination of reports to local and State repositories, libraries, and interested professionals. If data recovery is determined by the Manager or a tribal representative to be inappropriate, then an equally effective treatment shall be proposed and implemented. Where tribal cultural resources are involved, the Manager, in formulating a treatment strategy, shall consult with any known representative of a Native American Tribe potentially interested in the tribal cultural resource. No treatment strategy for tribal cultural resources shall be approved over the objections of such a tribal representative. Work may not resume within the no-work radius until the Manager, in consultation with the qualified archaeologist, determines that the site either: 1) does not contain unique archaeological resources, historical resources of an archaeological nature, or tribal cultural resources; or 2) that the preservation and/or treatment measures have been completed to the Manager's satisfaction.			

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General Plan Consistency Analysis
Susanville Love's Travel Stop

Policy	Project	Consistency status
Land Use Element		
LUD-1.1: Land Use Compatibility. The City shall ensure compatibility between land uses to protect, maintain, and enhance the quality of life in the city by addressing traffic, noise, lighting. Height/bulk differences, and other sources of incompatibility through the use of physical separation, buffering, screening and other techniques. [Source: Existing Policy 3.1-A, modified]	The project is a travel stop with truck and auto fueling, convenience retail, and restaurants located adjacent to SR 36, with separation from sensitive uses (nearest properties ~400+ feet away). Site design separates truck and passenger vehicle circulation, includes landscaping, and incorporates conditions of approval or mitigation measures to ensure lighting, noise, and traffic maintain the quality of life in the city.	Consistent, subject to conditions of approval.
LUD-1.5: Commercial Land Use. The City shall designate a mix of commercial uses, including retail, general, and tourist commercial, to promote both the tourist economy and the needs of residents of Susanville. [Source: New Policy]	The project entails amending the land use designation and pre-zoning the site to General Commercial/ Shopping Center to allow for the development of a mix of commercial uses (fueling, retail, and food services) that serve both regional travelers and residents, supporting the tourist economy.	Consistent.
LUD-3.2: New Commercial Development. The City shall ensure that new commercial development is appropriately located and is consistent with the Community Character Element of the General Plan. [Source: New Policy]	The project is located along a major highway corridor (SR 36) and is consistent with the Community Character Element as a highway-serving commercial use.	Consistent.
LUD-3.3: High-Quality Building Design. The City shall require distinctive and high-quality commercial building design, construction, and site planning that respects the character of Susanville. [Source: New Policy]	The project incorporates varied materials, neutral base colors, architectural detailing, and landscaping. Design guideline compliance is demonstrated, though signage and some architectural details require refinement.	Consistent, subject to conditions of approval.

General Plan Consistency Analysis
Susanville Love's Travel Stop

Policy	Project	Consistency status
LUD-3.4: Commercial Amenities and Impact Mitigation. The City shall require new or expanded commercial or office areas to include provisions for adequate off-street parking, pathways connecting building entries to sidewalks, bicycle parking, mitigation of traffic impacts, adherence to architectural and low-water landscaping standards, and mitigation of potential land use conflicts with adjacent residential uses. <i>[Source: New Policy]</i>	The project includes adequate on-site parking, pedestrian pathways, bicycle racks, and low-water use landscaping. There are no adjacent residential uses. The nearest residences is over 500 feet from the site on the opposite side of the railroad right of way.	Consistent.
LUD-5.1: Well-defined City Boundaries. The City shall maintain well-defined boundaries at the edge of urban development. <i>[Source: Goal 3.3]</i>	The project is within the City's Sphere of Influence and would establish a defined gateway commercial use at the southerly edge of the city along SR 36.	Consistent.
LUD-5.2: Discourage Urban Sprawl. The City shall discourage urban sprawl. <i>[Source: Existing Policy 3.3-B]</i>	Development occurs within the Sphere of Influence adjacent to existing developed property and infrastructure and highway access, rather than leapfrog development.	Consistent.
LUD-5.3: Open Space at the City Perimeter. The City shall make every effort to maintain a wide band of open space at its perimeter. <i>[Source: Existing Policy 3.3-C, modified]</i>	The project site is in the City's SOI and adjacent to the city's existing southerly limit. Existing vacant land will be maintained around the southerly edge of City's expanded limit after the annexation.	Consistent.
LUD-5.4: 100-year Flood Plain. The City shall discourage development in the 100-year flood plain. The City shall require a Conditional Use Permit for development proposed in the 100-year flood plain, or where feasible, purchase the land. <i>[Source: Existing Policy 3.3-D and Existing Programs 3.3-D-2 and 3.8-H-8, modified]</i>	Development is not proposed with the 100-year flood plain and it avoids direct encroachment into the Susan River floodplain. Furthermore, the project includes stormwater management features (bioretention areas) and connection to existing stormwater drainage facilities.	Consistent.
LUD-5.7: Orderly and Harmonious Development. The City shall promote the orderly and harmonious development	The project is a planned, integrated commercial development with coordinated access, circulation, and site design.	Consistent.

General Plan Consistency Analysis
Susanville Love's Travel Stop

Policy	Project	Consistency status
of Susanville and its surroundings. <i>[Source: Existing Goal 3.6]</i>		
LUD-5.8: New Development Location. The City shall ensure that all new development takes place within the city boundaries and its sphere of influence, according to City standards. <i>[Source: Existing Goal 3.7, modified]</i>	The project is within the Sphere of Influence and would be annexed prior to development. Land use entitlements for the project are being reviewed by the City in accordance with City standards.	Consistent.
LUD-6.1: Annex Contiguous Land. The City shall work with Lassen County, Susanville Consolidated Sanitary District (SCSD) and Lassen Municipal Utilities District (LMUD) seek to annex lands within its sphere of influence that are contiguous to its city limits. <i>[Source: Existing Policy 3.8-E and Existing Program 14.62, modified]</i>	The site is contiguous to the City and proposed for annexation in coordination with relevant agencies.	Consistent.
LUD-6.2: Priority Annexations. The City shall prioritize the annexation of the Barry Reservoir for open space and the surrounding areas for industrial and commercial light industrial uses along skyline road and the existing county industrial area near Johnsonville Road. <i>[Source: New Policy]</i>	The site is located along Skyline Road near existing industrial/commercial areas identified for growth.	Consistent.
LUD-6.3: Annexation Prior to Development. The City shall encourage annexation of areas to the city prior to their development. <i>[Source: Existing Policy 14.ab]</i>	Prior to development, the project site will be annexed into the City.	Consistent.
LUD-6.6: Municipal Services Outside the City. The City shall fully use its powers to extend or withhold utilities and services, and shall not extend municipal services to areas outside the city, except upon conformance to the City's General Plan and annexation to the city. <i>[Source: Existing Policy 3.8-G]</i>	The project site will receive City services only upon annexation and compliance with City standards.	Consistent.
LUD-6.7: City-Centered Development. The City shall work with Lassen County and the Susanville Consolidated	Development of a truck stop in the center of the city would not be appropriate due to the large area	Consistent.

General Plan Consistency Analysis

Susanville Love's Travel Stop

Policy	Project	Consistency status
Sanitary District to establish mutually reinforcing the goal of city-centered development to prevent the conversion of rural, agricultural, forest, and open space lands to urban use inside Susanville's sphere of influence but outside the city limits. <i>[Source: Existing Policy 3.8-H]</i>	required for truck maneuvering, parking and fueling and truck noise and exhaust. The project site is a large vacant parcel at the edge of the city which is more suitably located for the proposed use than a city-centered development. Furthermore, while the project site was used for agricultural purposes in the past, it is currently vacant, and designated in both the County and City General Plans for industrial development.	
LUD-6.8: Promote Growth Objectives. The City shall work with Lassen County to promote Susanville's growth and planning objectives within the Susanville sphere of influence. <i>[Source: Existing Program 3.8-H-5]</i>	The project supports economic growth and planned expansion consistent with City objectives.	Consistent.
LUD-8.2: Zoning Designations. The City shall ensure that zoning designations and maps are consistent with the Land Use Diagram (Figure LUD-2) In addition, the City shall ensure that amendments to the General Plan land use designations, Land Use Diagram or General Plan text are consistent with the relevant goals and policies. <i>[Source: New Policy]</i>	The project includes rezoning through a zoning map amendment consistent with the proposed General Plan land use designation.	Consistent.
LUD-10.1: Service Capacity. The City shall ensure that there is capacity for public services including but not limited to water, wastewater, solid waste, and recycling for future proposed development within the potential annexation area. <i>[Source: New Policy]</i>	Sufficient water, wastewater, and other utilities are available to serve the project.	Consistent.
LUD-10.2: Regional Collaboration. The City shall coordinate with LAFCo and Lassen County prior to submitting for an annexation to ensure transparency in	The City has met with LAFCo and Lassen County management staff to coordinate the annexation process.	Consistent.

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Susanville Love's Travel Stop

Policy	Project	Consistency status
engagement and intent of the annexation. <i>[Source: New Policy]</i>		
LUD-10.4: Tribal Consultation. The City shall consult the Susanville Indian Rancheria prior to any formal application submittal of annexations. <i>[Source: New Policy]</i>	SB 18 consultation request letters were sent to the Tribes on the Native American Heritage Commission list on March 25, 2025 and no tribes requested consultation.	Consistent.
LUD-13.6: Business Locations. The City shall encourage commercial and industrial development by ensuring the availability of suitable sites for development and providing zoning that facilitates such uses. Coordinate with brokers to ensure that distinct real estate market data is available for Susanville. <i>[Source: New Policy]</i>	The project utilizes a strategically located site along SR 36 suitable for commercial development.	Consistent.
LUD-17.7: Destination Image and Amenities. The City shall encourage the development of contemporary services such as electric vehicle charging stations and high-speed internet availability. <i>[Source: New Policy]</i>	The project includes modern amenities such as EV charging infrastructure and traveler services.	Consistent.
Circulation Element		
CIR-1.4: Safety. Safety shall be a priority when planning and designing transportation infrastructure improvements in the City of Susanville. All improvements should include industry accepted safety measures for intersections and roadways. <i>[Source: New Policy]</i>	The project includes separated circulation for trucks and passenger vehicles, improved access points, and safety design features, and extension of Skyline Road. A new right turn pocket from the southbound lane and a new left turn pocket from the northbound lane are included in the project. As the project is located on SR-36 all transportation improvements are required to conform to Caltrans standards.	Consistent.
CIR-1.10: Vehicle Miles Travelled (VMT). The City of Susanville shall use VMT rather than Level of Service	The EIR evaluates transportation impacts using VMT consistent with CEQA requirements.	Consistent.

General Plan Consistency Analysis

Susanville Love's Travel Stop

Policy	Project	Consistency status
(LOS) as the SB 375 required metric to measure transportation impacts on the environment for CEQA and other environmental factors and determinations. [Source: New Policy]		
CIR-1.11: Complete Streets. Create transportation enhancements in the city that prioritize "complete streets" designs, allowing for easy and safe access for all users, particularly those who prefer or rely on walking, cycling, and transit. [Source: New Policy]	The project includes sidewalks along Skyline Road frontage, internal pedestrian pathways connecting the sidewalk along the road to internal project features, and bicycle parking facilities. No pedestrian or cyclist improvements are proposed along the SR 36 frontage, however, the applicant shall be required to contribute a fair share contribution toward the potential future construction of a bicycle path along SR-36 in accordance with Caltrans requirements.	Consistent.
CIR-5.4: Universal Design. Require pedestrian facilities to be ADA compliant and accessible for people of all abilities. [Source: 2022 Lassen County Active Transportation Plan, Policy 2.5, modified]	ADA-compliant pedestrian facilities are included.	Consistent.
CIR-6.3: Bicycle Facilities. Support provision of parking, shelters, and off-street facilities, where feasible and practical, to promote bicycle and pedestrian travel. Require future developments that might experience a high bicycle demand, such as commercial areas, parks, libraries, and schools, to support these facilities. [Source: 2022 Lassen County Active Transportation Plan, Policy 3.2, modified]	Bicycle racks are provided near building entrances.	Consistent.
CIR-9.1: Minimize Conflicts. Minimize the potential for conflicts on designated truck routes between trucks and	Truck circulation is separated from pedestrian and auto areas.	Consistent.

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Policy	Project	Consistency status
pedestrians, cyclists, or transit travel. [Source: New Policy]		
CIR-9.2: Minimize Impacts. Balance health and quality of life priorities of the community, including air quality and noise levels, with commercial goods movement. [Source: New Policy]	The project facilitates the movement of commercial goods via commercial trucking by providing a convenient and accessible location for drivers to rest, refuel, and eat that is at the edge of the City away from sensitive receptors such as residential areas, schools and hospitals.	Consistent.
CIR-10.2: Maximize efficiency. Identify and place utility infrastructure in areas that maximize efficiency and minimize impacts to the City of Susanville and its residents. Impacting the rights-of-way as few times as possible is of priority. [Source: New Policy]	Utility infrastructure extensions to the project site are proposed along the most direct routes along Skyline Road and SR 36.	Consistent.
Community Character		
Goal 5. Preserve and protect all bodies of water in their natural state as open space, resource, and habitat.	The project preserves river buffer areas and does not encroach on open space resources. Bioretention areas on the project site will treat stormwater runoff prior to discharge from the site and ultimately into the Susan River.	Consistent.
Goal 6. Maintain the integrity, natural appearance, and qualities of all bodies of water.	The project preserves river buffer areas and does not encroach on open space resources. Bioretention areas on the project site will treat stormwater runoff prior to discharge from the site and ultimately into the Susan River.	Consistent.
Policy I. As development and redevelopment occur, the City shall require public access to and along the Susan River from the nearest public streets and walks.	As a condition of project approval, an irrevocable offer of dedication for public access along the Susan River will be made.	Consistent.

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Susanville Love's Travel Stop

Policy	Project	Consistency status
Action program {16}: Require businesses that abut the Susan River, Piute Creek, or Memorial Park to orient any new structures toward those natural features.	The project maintains a buffer of more than 300 feet from the Susan River and while the travel stop is not oriented toward the river, an irrevocable offer of dedication for public access along the Susan River will be made.	Consistent.
Action program [20]: Create a riverfront route for pedestrians and bicyclists along the river's edge for its full length within Susanville.	The project maintains a buffer of more than 300 feet from the Susan River and while the travel stop is not oriented toward the river, an irrevocable offer of dedication for public access along the Susan River will be made.	Consistent.
Policy s. The City will, by ordinance, require the construction of curb, gutter, and sidewalk-and handicapped ramps at corners-on all streets.	The project includes curb, gutter, and sidewalk-and handicapped ramps at the northwest intersection of SR 36 and Skyline Road.	Consistent.
Policy aa. Limit the number and size of signs per parcel.	The project includes six wall signs on the building, four canopy signs on each fuel dispenser canopy and a freestanding sign. The number of signs proposed is consistent with Zoning Code.	Consistent.
Policy ab. Reduce the number of overly-large, bright signs.	As a condition of project approval, the size of the freestanding sign shall be reduced to not exceed that necessary to be readable for car and truck drivers traveling on SR 36.	Consistent, subject to conditions of approval
Policy ac. Make signs more attractive and readable.	As a condition of project approval, the size of the freestanding sign face shall be reduced to not exceed that necessary to be readable for car and truck drivers traveling on SR 36 and shall not exceed 50 feet in height.	Consistent, subject to conditions of approval.
Action program (48): Require screening of vehicles, trash, or junk, from public view.	Trash bins and trash compactor are screened on all sides by a wall.	Consistent.

General Plan Consistency Analysis
Susanville Love's Travel Stop

Policy	Project	Consistency status
Open Space, Parks Rec, & Childcare		
Action program [43]: Obtain easements to accommodate the facilities and construct trails and paths through floodway and flood plain areas as needed along the length of all waterways, as shown on the adopted Trails and Paths Plan map in this General Plan. (See Figure 7-4 on page 137.)	As a condition of project approval, an irrevocable offer of dedication for public access along the Susan River will be made.	Consistent.
Community Healthy, Safety, and Conservation		
Policy g. The City shall consider the maintenance and improvement of air quality as part of development review for new construction and/or expansion of existing uses or structures.	As documented in the Project EIR, air quality impacts as a result of the project will be less than significant. However, conditions of approval have been added to ensure the project complies with this policy.	Consistent, subject to conditions of approval.
Policy p. All construction (new, additions, and remodeling) throughout Susanville shall be designed and built to resist fire. New development shall be designed and constructed in a manner that is conducive to protecting lives and property from fire.	The project is subject to current Fire codes and, if adequate water flow and pressure is not available from the municipal water line, up to a 200,000-gallon water tank and associate booster pump for fire suppression will be installed.	Consistent.
Policy q. Work towards protecting fire and life safety in Susanville through Fire Department review and approval of building permits and other cooperative efforts between the Building and Fire Departments.	The project is subject to review by the Fire Department prior to issuance of building permits.	Consistent.
Action program [40]: Projects that are required to install water systems must have them fully in place and operational before beginning building construction.	Municipal water service will be extended to the project prior to the start of building construction.	Consistent.
Action program [50]: Use development review and the zoning ordinance to require project features that enhance	The developed portions of the project site will be well-lit, include security cameras, and is highly visible from SR 36.	Consistent, subject to

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Susanville Love's Travel Stop

Policy	Project	Consistency status
police and neighbor surveillance of property, and that deter criminal activity.		condition of approval.
Policy ad. The City shall preclude new developments from compounding or impacting the potential for flooding.	The project includes four on-site bioretention areas with a combined area of approximately 112,373 SF and new underground drainage pipe connecting to existing storm drains off-site. Per the analysis in the EIR, the proposed bioretention basins, storm drains and project grading would control stormwater and prevent water quality impacts.	Consistent.
Policy ak. The City shall require a hydrologic analysis of runoff and drainage from new development.	A hydrologic analysis was conducted in the Project EIR and concluded that there is sufficient storage capacity available to accommodate stormwater runoff.	Consistent.
Policy aw. The City shall reduce run-off induced flooding, erosion, sedimentation, and pollution resulting from new development.	The project includes four on-site bioretention areas with a combined area of approximately 112,373 SF and new underground drainage pipe connecting to existing storm drains off-site. Per the analysis in the EIR, the proposed bioretention basins, storm drains and project grading would control stormwater and prevent water quality impacts.	Consistent.
Action program [84]: Where desirable, purchase public easements along streams, or require dedication of an easement at the time of development.	As a condition of project approval, an irrevocable offer of dedication for public access along the Susan River will be made.	Consistent.
Action program [92]: Prevent development that may damage the integrity of known geothermal resources.	There are no known geothermal resources on the site or that would be impacted by the project.	Consistent.

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Policy	Project	Consistency status
Policy be. Developers shall provide adequate drainage and erosion control during construction.	The project is subject to preparation and implementation of a Stormwater Pollution Prevention Plan (SWPPP).	Consistent.
Policy bh. The City shall require soil analysis and erosion mitigation prior to issuance of use permits for all development proposed on sites prone to erosion.	The project site is relatively flat and not prone to erosion. Nonetheless, stormwater bioretention features will be implemented which includes best management practices to reduce erosion.	Consistent.
Policy bm. The City shall limit the introduction or expansion of noise sources that exceed the desired noise levels established in the Susanville General Plan.	Temporary construction noise will be limited to permitted hours of construction and operational noise increases would be no more than 1.2 dBA above existing ambient noise levels where the ambient level is 54.5 dBA. An increase of more than 5 dBA (where the ambient levels are below 60 dBA) are considered significant.	Consistent.
Policy bt. Require setbacks, walls, or other mitigation between noise-generating and noise-sensitive uses.	The project is setback approximately 500 feet from the nearest noise-sensitive (residence), where noise levels from the project would attenuate to levels that are below the daytime, evening, and nighttime noise standards.	Consistent.
Policy bu. Allow construction activities at normal activity levels, but limit them to times of the or day or week when the number of persons occupying the potential noise impact zone is lowest.	The nearest sensitive noise receptor is 500 feet to the southwest of the project site and construction noise would be increased by 2.1 dB where an increase of less than 3 dB is generally considered imperceptible to most humans.	Consistent.

Commented [HG1]: City to confirm.

Zoning Code Compliance Analysis

Susanville Love's Travel Stop

Standard	Description of Project	Compliance
<u>17.36.050(A) Minimum Building Site:</u> 10,000 sq. ft.	The project is proposed on a 14.15-acre portion of a 79.6-acre parcel.	Complies
<u>17.36.050(B) Minimum Lot Width Interior:</u> 65 ft; <u>Corner:</u> 75 ft	With the extension of Skyline Road, the project site will function as a corner lot. The overall site is approximately 2,000 feet wide and the developable portion is approximately 1,000 feet wide.	Complies
<u>17.36.050(C) Yard Setbacks</u> <u>Front:</u> 10 <u>Interior side:</u> none <u>Corner side:</u> 10 <u>Rear:</u> none	Front setback ~150 ft; interior side >1,000 ft; street side ~530 ft; rear ~360 ft. No residential uses are proposed and no setback exceptions are required.	Complies
<u>17.36.050(D) Maximum Structural Height:</u> 40 ft	Proposed convenience store height is approximately 23 ft with projections up to 25 ft. Fuel canopy height is approximately 20 ft.	Complies
<u>17.36.050(J) Outdoor Trash Storage</u> Shall be enclosed by a solid masonry wall or view-obscuring fence at least one foot higher than the trash container.	A trash enclosure is proposed behind the convenience store with access from the truck entrance. Elevation drawings were not included in the application.	Complies (COA recommended)
<u>17.96.050 Outdoor Lighting:</u> Is to be confined to the project site, not create a hazard to vehicular traffic, and be directed downward with full cut-off fixtures to protect the night sky.	Lighting plans were not provided with the application. The Project Description in the EIR indicates that project will include high-mast LED fixtures and LED canopy lighting - 43' in truck areas and 33' in auto areas.	Does not comply (COA recommended)
<u>17.96.080 Pedestrian Access:</u> Access from the public right-of-way to the main door of the main structure that is separate from and does not conflict with vehicular access areas.	A sidewalk is proposed from Skyline Road to the convenience store and restaurants along the eastern driveway entrance.	Complies

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<u>17.100 Parking</u> <u>Fast-food:</u> 101 required (1 space/ 50SF for 5,062 SF) <u>Retail:</u> 40 required (1 space / 200 SF for 7,943 SF) Total required: 141 spaces.	Provided: 141 spaces.	Complies
<u>Drive-Through Stacking:</u> six stacking spaces/ window (120 LF) <u>Service Station Stacking:</u> Two spaces per aisle/lane (40 LF/aisle)	Provided: Approximately 200 linear feet for drive-through 40 feet in front of each pump aisle 110 feet in front of each truck pump aisle.	Complies
<u>Loading Spaces:</u> 1 space for bldg. >10,000SF	One loading space is required for the proposed 13,005 sq. ft. building. No loading spaces are indicated on the site plan.	Does not comply (COA recommended)

Parking Areas with Five or More Spaces (SMC Section 17.96.040(A)(1))

Requirements include:

- A minimum 10-foot landscaped strip along public street right-of-way lines
- One tree per 30 feet of street frontage
- One shrub per 25 square feet of planting area (grass may be substituted for shrubs)

Large Parking Areas (20 or More Spaces) (SMC Section 17.96.040(A)(2))

Requirements include:

- Ten percent of the parking area must be landscaped.
- Landscaping must be located within or adjacent to the parking area.
- One tree per eight parking spaces must be provided.
- A landscaped area at least 140 square feet in size is required for every 12 parking spaces.
- Automobile parking areas are proposed along both project frontages, and RV parking is proposed along the SR 36 frontage. These parking areas are approximately 385 feet wide and are set back approximately 300 feet from SR 36.

Compatibility Analysis:

The project site is located at the southern edge of the City and is currently surrounded by large vacant parcels to the east, south, and west. Existing commercial development is located to the north across the Susan River and along SR 36.

Immediately north of the project site, across the Susan River at the southwest corner of Riverside Drive and SR 36, is a standalone fast-food restaurant with drive-through service. On the north side of Riverside Drive is a shopping center containing a

Zoning Consistency Analysis

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supermarket, retail stores, professional services, and cafés located behind a large parking lot. A separate one-story fast-food restaurant with drive-through service is located near the street frontage at the southern end of the shopping center.

Across from the shopping center on SR 36, there are several one-story standalone commercial buildings, including a bank with a drive-through teller, a credit union, and a restaurant, as well as a two-story hotel. These surrounding commercial uses are generally set back approximately 60 to 100 feet from SR 36, with parking located in front of or along the sides of the buildings. Building sizes in the area range from approximately 2,800 square feet to more than 85,000 square feet.

The architectural character of surrounding development is predominantly commercial in nature, typically consisting of stucco exterior finishes and flat roofs with mansard-style accents. The nearby hotel incorporates horizontal siding and brick accents and features a moderately pitched roof with composition shingles.

The proposed travel stop building is consistent with the scale and character of surrounding commercial development. The building is single-story, incorporates stucco finishes, and is designed with parking areas located between the building and adjacent streets, similar to other nearby commercial properties.

The project's truck parking area is located behind the proposed building and is set back approximately 500 feet from the SR 36 frontage and approximately 200 feet from the extension of Skyline Road. As conditioned, landscaping consisting of trees and shrubs will be installed to filter and soften views of parking areas from public vantage points. Based on the building design, scale, and site layout, the architectural and overall appearance of the project is compatible with the existing and planned commercial character of the surrounding area.

Orderly and Harmonious Development Analysis

The proposed travel stop is located on a vacant parcel at the southern edge of the City along SR 36 at an existing signalized intersection. The project includes extension of Skyline Road westward along the southern edge of the site to provide safe access to the development.

The project design includes separate access driveways for passenger vehicles and trucks, allowing for safe and efficient circulation within the site while minimizing conflicts between vehicle types and utilizing an existing signalized intersection on SR 36.

The project will provide fuel, food services, and overnight parking accommodations for recreational vehicles and commercial truck drivers traveling on SR 36. The location and design of the project therefore support orderly development along the SR 36 corridor while minimizing potential conflicts with established areas of the City.

For these reasons, the proposed development will not be detrimental to the orderly and harmonious development of the City.

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Public Welfare, Safety, and Convenience Analysis

The project is designed to allow safe ingress and egress through separate truck and passenger vehicle access points from the extension of Skyline Road, which connects to SR 36 at an existing signalized intersection. This design provides safe circulation while minimizing traffic conflicts.

The site is located more than 500 feet from the nearest residential uses (located south of the former railroad tracks). The project design and existing topographic features as well as project conditions recommended will ensure that potential impacts such as noise, lighting, or operational activity associated with truck/RV parking, fueling operations, and commercial activity will not adversely affect nearby residents or businesses.

As documented in the Project Environmental Impact Report (EIR), adequate public utilities including water, wastewater, electricity, telecommunications, and solid waste services are available and will be extended to serve the project. The project also includes bioretention basins for on-site stormwater treatment and storm drainage facilities designed to safely convey runoff to existing public storm drainage infrastructure.

The EIR further concludes that the project will not require the construction of new fire stations, police stations, schools, parks, or other public facilities in order to maintain acceptable service levels.

Finally, all project improvements will be constructed in compliance with applicable building, fire, and safety codes.

Wall Sign Analysis

Sign Location	Sign Copy	Proposed Sign Size
SR 36 frontage	Love's heart logo	31.46 SF
	Love's	40.84 SF
	Love's heart logo	44.69 SF
	It's love that drives us	12.08 SF
	Dunkin'	22.44 SF
	Arby's logo	25.78 SF
Skyline Rd frontage	Arby's	35.67 SF
North side, no frontage	Love's heart logo	31.46 SF
	Love's	40.84 SF
	Love's heart logo	44.69 SF
	It's love that drives us	17.45 SF
Total Wall Sign Size		347 SF
Allowed Sign Size		403 SF

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
Site Plan		
1. Building location(s) and site layout should provide for a functional relationship with the existing site topography, vegetation and other natural features.	The project entails development of a 14.15-acre portion of a vacant 79.6-acre parcel at the intersection of Skyline Road and SR-36. The project site area is flat and devoid of trees. The Susan River is along the project site's northerly boundary and the Union Pacific Railroad right-of-way embankment runs along the southerly side the project site.	Complies. The project complies because it is located on a flat site devoid of trees, maintains a buffer of more than 300 feet from the Susan River and there are no other major natural features on the site.
3. Natural Features. Natural features should be recognized and integrated into the site plan as much as possible. Enhancement of natural features should be consistent with the natural characteristics of that feature.	The project leaves open space between the fueling stations and the wetland habitat associated with the Susan River. In addition, large bioretention areas are proposed along both the project frontages.	Complies. The project complies because it leaves open space between the fueling stations and wetland habitat associated with the Susan River and in bioretention areas along the project frontages.
4. Topography. Development should be designed to minimize grading, earthwork and land disturbance and maintain the natural topographic features of the site. Accommodation of existing natural conditions can help avoid site problems associated with flooding, steep slopes, natural drainage courses, rock outcrops, and other natural features.	The project site is generally flat and the Susan River flows along the northerly boundary of the site. There are no other distinguishing natural topographic features on the site.	Complies. The project complies because a buffer of more than 300 feet will be maintained between the developed areas of the site and the Susan River, which is the only natural topographic feature on the property.
5. Views. Buildings should be located and oriented in a manner that preserves significant views a) neighboring properties,	a) No neighboring properties b) The building will have an overall height of 25 feet and the fuel dispenser canopies will have a maximum height of 20 feet. As a condition of project approval, the height and size of the	Complies, subject to condition of approval. The project complies because neighboring properties are at least 400 feet away and the building and canopies will not exceed 25 feet. The height and size of the freestanding

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
b) Looking at natural features, vistas and other properties from the site. and c) Looking through the site from key places within the project	freestanding sign will be reduced. Views of the mountains and surrounding natural features will be preserved. c) Views of the mountains will be maintained from on-site vantage points.	sign will be reduced as a condition of project approval.
8. Solar Energy. The City encourages the use of passive and active solar energy features which are integrated into the overall design of the buildings(s) and site. Rooflines should be oriented in a south to southeast facing direction and sloped for use of solar panels. The size and location of windows should consider proper solar orientation	The project would include rooftop solar panels installed in accordance with California Energy Code requirements and would produce an estimated 51,000 kWh/year. Project plans	Complies. The project complies because it would include rooftop solar panels installed in accordance with California Energy Code requirements.
9. Grading and Drainage Patterns. Site design should minimize changes to natural drainage patterns and avoid significant cut and fill slopes whenever possible. Cuts and fills within the drip-line of existing trees should be avoided. Drainage design should seek to avoid concentrating and accelerating storm runoff.	The site would treat stormwater on site using a series of bioretention areas and two new storm drain culverts would be added to handle onsite overflow to the drainage swale across the new section of Skyline Road and to connect with the existing 24-inch culver under SR-36. Bioretention areas will be covered with a three-inch layer of organic mulch. No changes are proposed to the Susan River which runs along the northerly site boundary.	Complies. The project complies because it is located on a site that is already generally flat. The project also proposes bioretention areas to avoid accelerating storm runoff and the Susan River will not be altered by the project.
10. The clustering of buildings and/or uses in larger projects is encouraged. Clustering can minimize the disruption of natural features, provide for more convenient access, reduce	The convenience store and two fast food restaurants are proposed within one 13,005 sf structure. All truck uses including a truck fueling station, truck scale, and above ground diesel tanks are accessed from the western driveway.	Complies. The project complies because the three interior uses are consolidated into one building that is accessible from both driveways and the paved areas (parking, driveways, fueling area) are located around

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
improvement costs and create a more functional and cohesive design.	Automobile and recreational vehicle uses are accessed from the eastern driveway.	the convenience store/restaurant building, rather than dispersed across the site.
11. Buildings should be sited and designed so that their forms do not disrupt prominent natural skylines such as ridges or hilltops. Buildings which are silhouetted against natural skylines should be designed to be compatible with the natural setting.	The project site is flat and not on a ridge or hilltop where development would disrupt the natural skyline. Furthermore, the proposed one-story building has a low profile with a maximum height of 25 feet.	Complies. The project complies because it is in a flat valley location away from any natural topographic features such as ridgelines, hillsides or hilltops. Furthermore, the building is single-story with a low profile.
12. Well-landscaped and functional open space areas around building(s) are strongly encouraged	Landscaping includes both planting areas and surface treatments which are proposed for approximately 122,255 sf of the project area. Trees are interspersed throughout the site to soften the edges of the buildings and in between vehicle parking areas. A dog park is also proposed. As a condition of project approval, additional trees and shrubs or grasses will be added along the SR 36 frontage and around and within the parking areas to conform with the quantitative landscape standards of the SMC.	Complies. The project complies because it proposes planting areas, a functional dog park, and surface treatment for pedestrian pathways and as a condition of project approval, additional trees and shrubs or grasses will be added along the SR 36 frontage and around and within the parking areas to conform with the quantitative landscape standards of the SMC.
13. Pedestrians and Bicycles. Accommodations for pedestrian and bicycle circulation should be provided for in the site and building designs. For safety reasons, such accommodations should be designed to avoid conflicts with automobile and truck circulation patterns	All truck uses including a truck fueling station, truck scale, and above ground diesel tanks are accessed from the western driveway with no internal connection to the areas intended for passenger automobiles, recreational vehicles, pedestrians and cyclists. The convenience store and fast-food restaurants are accessible from both driveways. Pedestrian access to the development is provided along a new 10-foot-wide sidewalk along Skyline Road and a	Complies. The project complies because there is continuous pedestrian walkway from the new sidewalk proposed along Skyline Road and the convenience store/ restaurant building and a network of internal sidewalks and crosswalks to provide safe movement for pedestrians. Bicycle racks are provided in two locations on the site near the convenience store and restaurants.

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
	walkway between the sidewalk and convenience store and restaurants. A network of internal sidewalks and crosswalks provide safe movement between the project components. Bicycle racks are provided near the northeast corner of the convenience store/ restaurant building adjacent to the automobile parking and behind the trash storage enclosure between the rear of the convenience store/ restaurant building entrance	
15. Streets and driveways should be designed in conjunction with existing topographic conditions and natural features such as creeks and drainages. This will help to minimize the amount of cut and fill and to preserve natural drainage patterns.	The topography of the site is relatively flat and the project is located south of the Susan River. Bioretention areas are located around the perimeter of the site.	Complies. The project complies because it is located on a site that is already generally flat for streets and driveways and at development including driveways and the Skyline Road extension are setback hundreds of feet from the Susan River.
16. Service Areas and Auxiliary Structures. Service areas and auxiliary structures (garbage dumpsters; propane, gas and oil tanks; utility boxes; etcetera) should be screened from public street view with a fence, wall or appropriate landscaping. Auxiliary structures should be architecturally consistent with the main structures and other site development. Trash receptacle	A gated locking trash enclosure with trash compactor, recycling and grease collection bins will be located inside the western driveway. Enclosures are also proposed around the above ground diesel storage tanks and around the fire booster pump. As a condition of approval, all enclosures are subject to review and approval by the City to ensure they are architecturally consistent with the convenience store/ restaurant building.	Complies, with conditions of approval. The project complies because it proposes a gated locking trash enclosure with service areas screened from public street view with a wall. The enclosure is located near the commercial uses on the site. Enclosures are also proposed around the above ground diesel storage tanks and around the fire booster pump. As a condition of approval, all enclosures are subject to review and approval by the City to

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
enclosures should be included in the design of all commercial projects.		ensure they are architecturally consistent with the convenience store/ restaurant building.
Architectural Design		
3. Building Color. Building colors should not be used in such a way as to serve as signage for a business or use. Integral coloring of concrete, stucco, and similar materials is encouraged. Different colors should be utilized to enhance or "bring-out" different building materials where appropriate.	Exterior color and finishes of the building consist of a combination of textures and exterior siding including windows, brick finish, and sand-pebbled texture stucco in a variety of grays, tans, and whites. Colors also include a red painted awning along the Arby's section, and pink and orange on the Dunkin Donuts frontage.	Complies. The project complies because primary colors include a variety of neutral colors, and vivid colors are used to enhance different building materials. Colors are not used in a manner that are unique to the business or use or that could be construed as signage.
4. The use of subdued shades for the primary building color is encouraged while the use of brighter or more intense shades should be reserved for trim and details. Highly reflective building materials are discouraged as the primary color or base finish material. These materials may be considered for details or accents, or as secondary colors.	The building design would be a combination of grays, tans, and whites. Reds, pinks, and oranges are used as building accents for the restaurants. Materials are not highly reflective.	Complies. The project complies because the primary building finish materials are non-reflective and in a variety of grays, tans, and whites. The red, pink, and orange colors and reflective building materials are used as building accents for the restaurants.
5. Metal Buildings. Metal exterior building materials may be utilized when they have a high architectural design in terms of form and color, avoid the perception of being a "metal box", and are compatible with surrounding buildings.	Metal will be used for trims, doors, frames, curb faces, and sign posts. The metal materials will be painted or powder coated.	Complies. The project complies because metal is used only for secondary finishes and will be painted or powder coated.

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
6. Phased Development. Each phase of a phased development should be designed to attain visual completeness. Temporary barriers and walls should be painted and trimmed to integrate with permanent construction.	Project construction is anticipated to begin in Q3 2026 and the entire project will be constructed in one phase that will last approximately 12 months.	Complies. The entire project will be completed at the same time and not split into phases.
7. Exposed rooftops should be treated as visually sensitive areas. Roofing materials which are visible should be compatible with other architectural elements and the overall building design. Rooftop mechanical equipment should be screened from view and the screening materials incorporated into the building design as much as possible	A flat roof is proposed and will be screened with parapets. Mechanical equipment is located on top of the flat roof. The project plans do not include provisions for screening.	Complies, subject to conditions of approval. The project plans do not provide information about rooftop mechanical equipment screening. Therefore, a condition for rooftop mechanical equipment screening has been added to ensure compliance.
8. Attached structures such as solar collector panels, antennas, satellite dishes, etcetera, should be integrated into the overall building design	Solar panels are installed on the rooftop.	Complies, subject to conditions of approval. The project plans do not provide information about attached structures aside from solar panels which are installed on the rooftop. Therefore, a condition has been added to ensure compliance.
9. Outside vending machines, fixtures, automatic teller machines and other assorted mechanical fixtures or devices should be incorporated into the site and building design as much as possible.	The project plans to not include outside vending machines, fixtures, automatic teller machines, or other assorted mechanical fixtures.	Complies. The project complies because project plans do not include outside mechanical fixtures or devices.

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
10. Fences. Fences should be designed and constructed so as to be complimentary to adjacent buildings, landscaping and open spaces.	Several barbed wire fences are present on the property. The project does not include plans for new fences.	Complies. The project complies because no new fences are included.
11. Signage. Signs should not be designed to significantly detract from the overall visual quality of a site or the surrounding area and be consistent with the City's Sign Ordinance. The design of signs should relate to the design of other site structures, the use of the site, and the visibility of the site from adjacent streets	The project proposes a 50-foot-tall freestanding and a 25 foot tall freestanding sign along SR 36 with a sign face area of 1,171 square feet near the SR 36 frontage plus wall signs on the front and sides of the building and on the fuel dispenser canopies. The wall signs on the building appear to comply with the provisions of the City's Sign Ordinance, although sign dimensions to verify the sign sizes were not provided.	Complies, subject to conditions of approval. As a condition of approval, the applicant shall provide dimensioned plans for all signs proposed, including signs attached to the canopies and shall reduce the size and height of the freestanding sign to a size and height that is no larger or taller than necessary to meet United States Sign Council guidance.
Off-Street Parking Lot Design		
1. The visual impact of off-street parking areas should be reduced by appropriate landscaping. Parking lot landscaping should consist of an appropriate number of climate-appropriate trees, shrubs and ground covers to soften the hardscape appearance of parking areas, especially as seen from streets, public areas, and residential areas. Large parking areas should include trees planted at regular intervals within the parking area.	A combination of Locust Robusta Purple Robe, Pistacia Chinensis, and Gingko Bilboa Magyar trees would be used around the perimeter of the developed areas. Cercis Canadensis, Malus Transitoria "Golden Raindrops," and Prunus Virginiana 'Canada Red' shrubs would be interspersed throughout the site to soften the edges of the buildings. The parking areas do not include landscaped peninsulas at regular intervals within the parking areas. Conditions of approval to add landscaping consistent with the Zoning Code standards are recommended.	Complies, subject to conditions of approval. The project complies because it proposes a variety of climate appropriate trees along the perimeter of the developed areas and, subject to conditions of approval, landscaping will be added at regular intervals with the parking areas to soften the hardscape appearance of parking areas and to comply with requirements of the Zoning Code.
2. Parking lot design should avoid the appearance of large masses of parked	Parking lots have limited landscaped areas between parked cars. Truck parking spots and	Complies, subject to conditions of approval. With the addition of landscaping in the

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
cars. Long rows of parked cars should be broken up with planting areas and appropriate vertical landscaping.	automobile parking spots are not broken up with planting areas and appropriate vertical landscaping. Conditions of approval to add landscaping consistent with the Zoning Code standards are recommended.	parking lot, long rows of parked cars and trucks will be broken up with trees.
3. The provision of shade for parked cars should be a consideration in the landscape design.	Project plans include minimal trees for the parking areas on the site. Trees along the west side of the western-most truck parking area, will provide afternoon shade, and trees along the east side of the overnight RV parking area and the adjacent ten automobile parking spaces will provide morning shade. The remaining parking areas will not have the benefit of tree shade. With the additional landscaping required to meet the prior two guidelines, additional shading will be provided for cars and trucks.	Complies, subject to conditions of approval. With the addition of landscaping in the parking lot, additional shade will be provided for parked cars and trucks.
4. Adequate lighting should be provided within off-street parking areas for safety reasons. Particular emphasis should be placed on appropriate lighting at entrances, exits, and barriers. All lighting should be designed, positioned and/or shielded to minimize glare and reduce illumination off the site.	On site lighting would consist of high-mast LED fixtures and LED canopy lighting. Lighting fixtures would be 43' tall in truck areas and 33' tall in auto areas. Lighting would be interspersed along the outside perimeter of parking areas, at the driveway entrances, and throughout the interior of the site. General lighting design principles will include energy-efficient lighting and shielding to minimize light trespass. Project plans do not include specifications for exterior building/façade lighting.	Complies, subject to conditions of approval. The project complies because proposed lighting will be installed with shielding to minimize light trespass. Adequate lighting is provided under the canopy and throughout the site, at the driveway entrances, and along the perimeter of the parking areas. As a condition of approval, specifications for light fixtures will be provided to verify compliance, including for exterior lights attached to the building.
5. Off-street parking areas should be paved with asphalt, concrete or other suitable materials to City standards.	Parking areas will be paved with asphalt concrete.	Complies. The project complies because parking areas will be paved with asphalt concrete according to City standards.

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
Landscaping		
1. Landscaping plans. All site development plans, except individual single-family dwellings, should include landscaping plan	Development plans include a landscaping plan.	Complies. The project complies because a landscape plan is included in the project package.
2. The scale and function of landscape materials should be appropriate to the site, structures and the neighborhood	Purple Robe Locust trees are large deciduous trees with a maximum height of 40 to 50 feet and a canopy spread of 20 to 30 feet. They are proposed along the edge of the truck and overnight RV parking areas. Along the north side of the extension of Skyline Road a mix of Chinese Pistache, which have a mature height of 30 to 35 feet and a spread of 20 to 30 feet and Ginkgo Bilboa trees which have a mature height of 50 to 80 feet and spread of 30 to 40 are proposed. Chinese Pistache trees are proposed around the dog park. Small to medium size trees are planted near the convenience store/ restaurant building and near the driveway entrances.	Complies The project complies because larger trees are planted along the road and on the perimeter of the parking areas with smaller trees closer to the building.
3. Existing landscape elements should be incorporated into the landscaping plan.	The project site is devoid of trees and populated with invasive plant species such as perennial pepperweed (<i>Lepidium latifolium</i>) and cheatgrass (<i>Bromus tectorum</i>).	Complies. The project complies because it is removing invasive plant species. There are no other existing landscape elements.
4. Plant size. When trees are utilized as part of the landscaping plan, they should be planted from fifteen (15) gallon size containers. Shrubs should be planted from two (2) gallon size	Proposed trees are in 15-gallong and 24-inch box containers. Shrubs are from one- and five-gallon containers.	Complies. The project complies because proposed trees are planted from 15-gallong and 24-inch box containers and proposed shrubs are planted from a variety of one- and five-gallon containers.

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
containers. Tree plantation from twenty-four (24) inch size box containers may be required by the City to compensate for the removal of large mature trees		
5. Plant selections should be appropriate for the local climate.	Plant selections include Locust Robusta Purple Robe, Pistacia Chinensis, Gingko Bilboa Magyar trees, Cercis Canadensis, Malus Transitoria "Golden Raindrops," and Prunus Virginiana 'Canada Red' shrubs.	Complies. The project complies because plant selections are suitable for temperate climates.
6. Landscaping Maintenance. Provisions should be made to maintain landscaping material in a healthy and growing condition and for the replacement of dead, dying and diseased plants.	Project plans do not include provisions for landscape maintenance, however as a condition of approval, landscape maintenance is required.	Complies, subject to conditions of approval. The project plans do not include provisions for landscaping maintenance. Therefore, a condition for landscaping maintenance has been added to ensure compliance.
7. Appropriate automatic irrigation systems should be installed and maintained for landscaped areas except when it is impractical to do so. Irrigation systems should be designed to be efficient in water consumption and not overspray walks, buildings, roadways and other non-planted areas.	The project would employ water-efficient landscape design and weather-based controller and drip irrigation systems to promote a reduction of outdoor water use.	Complies. The project complies because it proposes water-efficient landscape design to reduce outdoor water use.
8. Water conservation measures should be incorporated into landscaping and irrigation system designs.	The project would employ water-efficient landscape design and weather-based controller and drip irrigation systems to promote a reduction of outdoor water use.	Complies. The project complies because the irrigation system uses a weather-based controller to conserve water.
Street Tree		

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
Development along state highways should consult with the California Department of Transportation(Caltrans) to determine if special regulations or permits are required.	The project is along SR 36 and includes improvements with the State highway right-of-way.	Complies, subject to conditions of approval. As a condition of project approval, an encroachment, and other permits as required by CalTrans, shall be obtained prior to issuance of grading or building permits for the project.
1. Location of Street Trees. Street trees are, by definition, located in the planting strips of the street right-of-way or in the front yard of the lot as close as practical to the street right-of-way if there is no planting strip.	Project site does not include existing street trees. Gingko Bilboa Magyar and Pistacia Chinensis trees are planted adjacent to Skyline Road.	Complies, subject to conditions of approval. The project complies because it proposes new street trees in the front yard close to the street right-of-way along Skyline Road, and subject to conditions of approval, trees will be added along the SR 36 frontage.
2. Spacing and Placement. a. There should be an average of one street tree for every thirty (30) feet of street frontage. Trees should be evenly spaced. Variations to tree spacing based upon site limitations, such as the location of driveway approaches, utilities, and fire hydrants, will be considered. b. Trees should not be planted closer than fifteen (15) feet from the curb line of street or alley intersections, and not closer than ten (10) feet from the edge of a private driveway, fire hydrant or utility pole. c. Street trees should not be planted closer than twenty (20) feet from street light standards.	a. Landscape plan shows one tree placed at every thirty feet along the Skyline Road frontage. b. Trees near the driveway entrances are setback to avoid blocking motorists' line-of-sight. c. No new or existing street light standards existing along the project frontage. d. Project plans do not specify the spacing of street trees from the face of the curb. e. Existing overhead electrical lines are located along Skyline Road and adjacent to SR 36 and those that are within the construction footprint would be relocated prior to construction. f. Project plans do not specify sidewalk cuts. g. Project plans do not specify provisions for landscape maintenance. h. Project site does not include existing street trees.	Complies. The project complies with the spacing and placement guidelines.

Architecture & Site Plan Review Analysis
Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
d. Street trees should be planted a minimum of two and one-half (2 ½) feet from the face of the curb, except at intersections where street trees should be planted a minimum of five (5) feet from the face of the curb, in the curb return area. e. Where there are overhead power or other utility lines, tree species are to be chosen that will not interfere with those lines. A minimum clearance of six (6) feet should be maintained between street trees and utility lines. f. Trees should not be planted within two (2) feet of any permanent paving or hard surface walkway.		
Exterior Lighting Design		
1. Exterior lighting should be integrated with the architectural design of the building(s) and the project landscaping.	On site lighting would consist of high-mast LED fixtures and LED canopy lighting. Lighting would be interspersed along the outside perimeter of parking areas, at the driveway entrances, and throughout the interior of the site. Project plans do not include specifications for exterior building/façade lighting.	Complies, subject to conditions of approval. The project complies because lighting is integrated into the canopies in the driveways or interspersed throughout the site. As a condition of project approval, exterior building lighting specifications shall be provided to document compliance with the guidelines.
3. Area lighting should be designed and shielded to prevent light from escaping off the site.	Proposed lighting will be installed in accordance with applicable Backlight-Uplight Glare (BUG) standards established by IESNA and/or CALGreen code requirements related to light pollution reduction. General lighting design	Complies, subject to conditions of approval. Subject to verification of the manufactures' specifications, the project complies because proposed lighting will be installed with shielding to minimize light trespass.

Architecture & Site Plan Review Analysis

Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
	principles will include energy-efficient lighting and shielding to minimize light trespass.	
4. Light fixture mounting heights should be appropriate to the design of the project and the neighborhood. The use of low, bollard-type fixtures, about four (4) feet in height, are encouraged for pedestrian areas with approximately eight (8) feet as a maximum height for pedestrian areas. The mounting height of fixtures in vehicular and/or storage areas should not exceed twenty-four (24) feet, with lower mounting heights encouraged.	On site lighting would consist of high-mast LED fixtures and LED canopy lighting. Lighting would be 43' in truck areas and 33' in auto areas. Project plans do not include lighting fixture mounting heights for pedestrian areas.	Complies, subject to conditions of approval. As a condition of project approval, the mounting height of fixtures in vehicular areas will be reduced to not exceed 24 feet.
5. Area lighting for security, visibility, or architectural enhancement of the buildings should be provided through architecturally compatible fixtures.	On site lighting would consist of high-mast LED fixtures and LED canopy lighting.	Complies. The project complies because area lighting is provided through high-mast LED fixtures and fixtures under the canopy.
Signage		
1. Signage and graphics should bear a relationship to the overall project design.	The project proposes a 50-foot-tall freestanding and a 25 foot tall freestanding sign along SR 36 with a sign face area of 1,171 square feet near the SR 36 frontage plus wall signs on the front and sides of the building and on the fuel dispenser canopies. The wall signs on the building appear to comply with the provisions of the City's Sign Ordinance, although sign dimensions to verify the sign sizes were not provided.	Complies, subject to conditions of approval. As a condition of approval, the applicant shall provide dimensioned plans for all signs proposed, including signs attached to the canopies and shall reduce the size and height of the freestanding sign to a size and height that is no larger or taller than necessary to meet United States Sign Council guidance.

Architecture & Site Plan Review Analysis

Susanville Love's Travel Stop

Applicable Requirements	Description of project	Compliance Status
2. Signage should be simple and easy to read.	The signs have simple legible text which is easy to read.	Complies.
5. Attached signage. Attached signage is preferred over detached signage.	Wall signs are attached to the building and canopy and consistent with the SMC, one freestanding sign is proposed near the SR 36 frontage.	Complies.
6. Detached signage. Detached or freestanding signs should be low in profile, sensitive to the building and site design and enhance the streetscape.	The project proposes a 50-foot-tall sign and a 25-foot-tall sign along the SR-36 frontage.	Complies, subject to conditions of approval. As a condition of approval, the applicant shall provide dimensioned plans for all signs proposed, including signs attached to the canopies and shall reduce the size and height of the freestanding sign to a size and height that is no larger or taller than necessary to meet United States Sign Council guidance.
7. Lighting. The light source for externally illuminated signs should be shielded or out of public view.	Project plans do not specify the light source for externally illuminated signs. The gas prices are internally lit cabinet signs.	Complies, subject to conditions of approval. As a condition of approval, the light source for any signs with external illumination shall be shielded from public view.
Miscellaneous Provisions		
1. Art Features. The use of art features such as murals, sculptures, distinctive landscaping, and fountains are encouraged to add identification and style to a development.	Project plans do not include art features.	The project plans do not include information about art features.



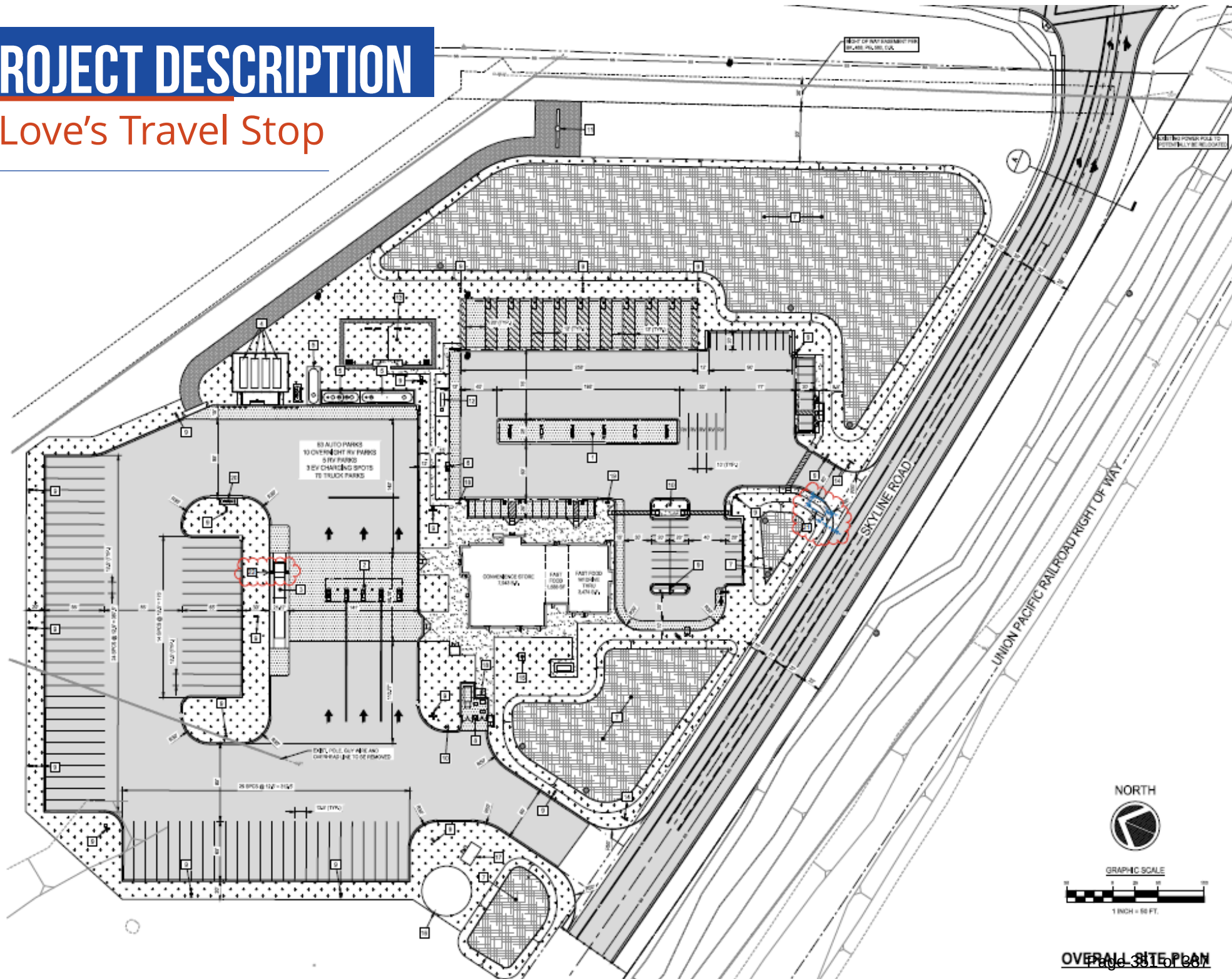
SUSANVILLE LOVE'S TRAVEL STOP

Planning Commission
April 15, 2026



PROJECT DESCRIPTION

Love's Travel Stop



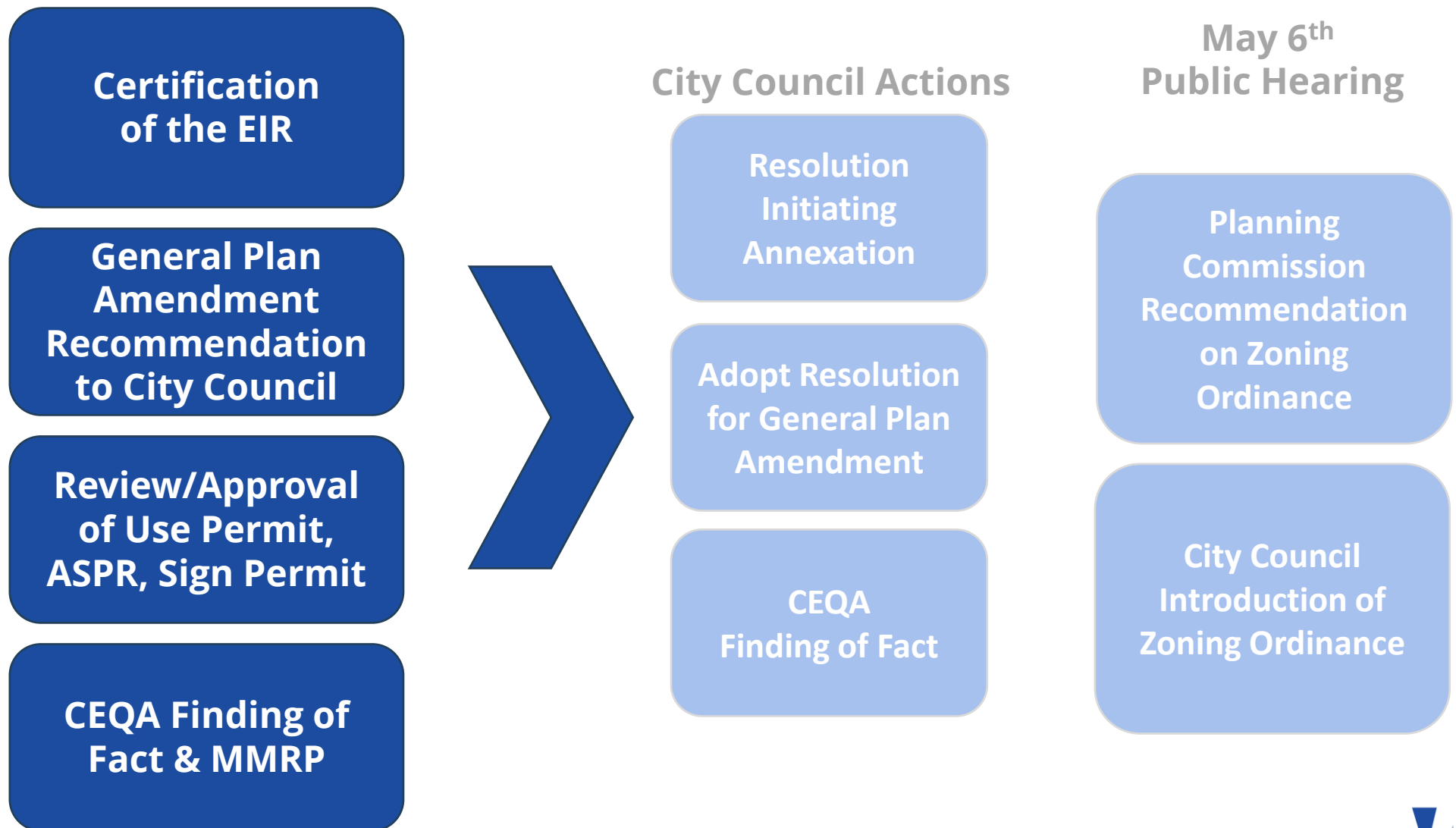


Offsite Improvements



REVIEW PROCESS

Planning Commission Actions



ENVIRONMENTAL IMPACT REPORT

Certification

- Notice of Preparation (NOP) on January 31, 2025
- DEIR published on December 17, 2025,
- 45-day public and agency review period
- All impacts less than significant or reduced to a less-than-significant level
- Mitigations established for Bio, Cultural, Geo, and Tribal Cultural
- Comments from 20 members of the public and Caltrans, CDFW, and CalGEM
- FEIR published on April 3, 2026
- COA requires implementation of MMRP



ENVIRONMENTAL IMPACT REPORT

Mitigation Measures

- Biological Resources
 - MM 3.3-2a-2c: Surveys & buffers for special status species including nesting birds, raptors, bumble bees, and WPT
 - MM 3.3-3: Delineate sensitive natural communities and implement avoidance, buffers, and/or compensation
 - MM 3.3-4: Avoid impacts to WOTUS including wetlands



ENVIRONMENTAL IMPACT REPORT

Mitigation Measures (Continued)

- Cultural Resources
 - MM 3.4-1a: Worker awareness training
 - MM 3.4-1b: Inadvertent discovery
- Geology & Soils
 - MM 3.6-1: Paleo Resource Impact Mitigation
 - Retain paleontologist to train, supervise, & monitor
 - Conduct pre-construction worker training
 - Protections during assessment
- Tribal Cultural
 - MM 3.10-1a: Implement 3.4-1a



GENERAL PLAN AMENDMENT

Recommendation

- Parcel is within Sphere of Influence
- Current designation is Light Industry or Business Park
- Proposed designation General Commercial/Shopping Center
- Proposed use is consistent with GC



USE PERMIT

General Plan Consistency

- Consistent with the General Plan with Conditions of Approval (COAs):
 - Zoning Ordinance Amendment (May 6, 2026)
 - Dedication of river frontage for pathway
 - Grading and drainage plans
 - 8-phase signaling
 - Fair share contribution for bike lane along SR-36
 - Post signage to notify drivers of idling limits
 - Require RVs to connect to electrical hookups
 - Construction equipment maintenance
 - Security surveillance requirement





Landscaping Plans



USE PERMIT

Zoning Code Compliance

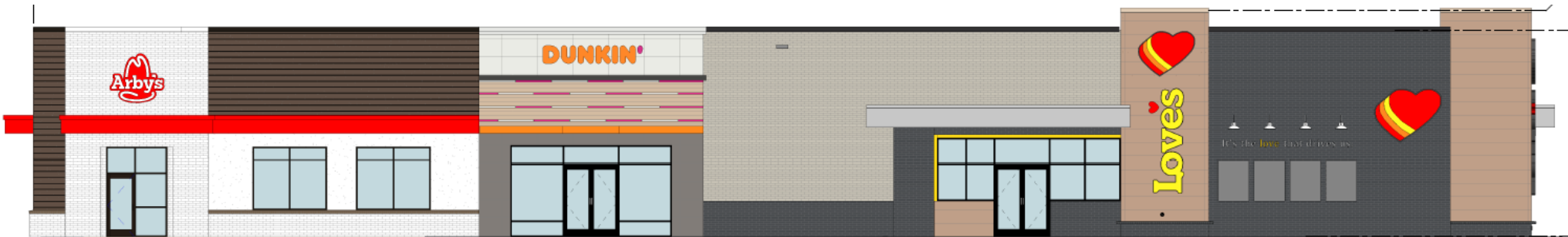
- Conditionally complies with the Zoning Code with COAS:
 - Zoning Ordinance Amendment (May 6, 2026)
 - Architectural consistency of outbuildings
 - Add one loading space
 - Maintain traffic visibility at intersections
 - Additional landscaping including trees, shrubs and minimum 50% of landscape area must be living plant material



ARCHITECTURAL SITE PLAN REVIEW

Consistent with Conditions of Approval

- Conditionally complies with the Zoning Code and Design Guidelines with COAS:
 - All exterior lighting shall have full cutoff fixtures and shielding of the light source in compliance with glare and spillover standards. Where feasible, the height of lighting shall be reduced below the 43' and 33' heights proposed.

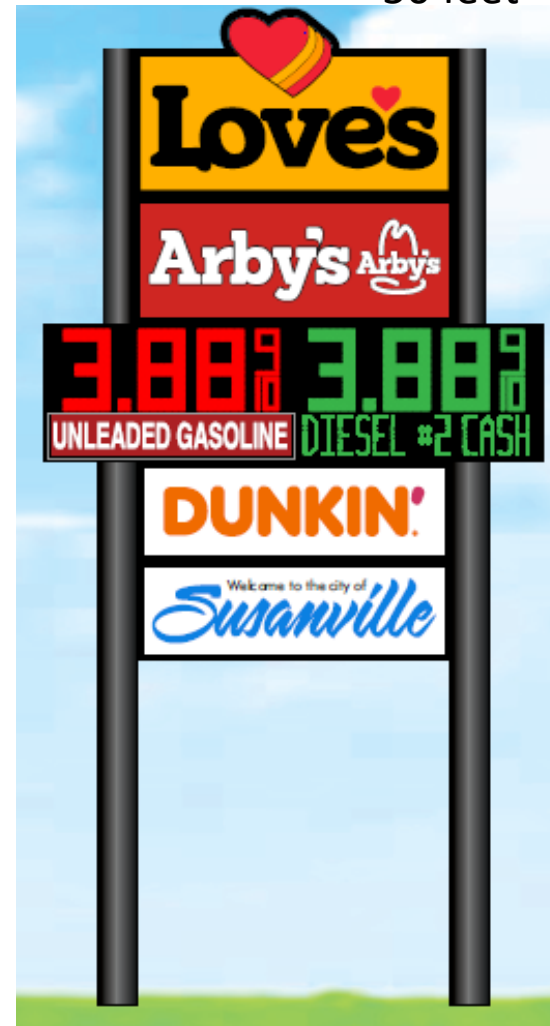


SIGN PERMIT

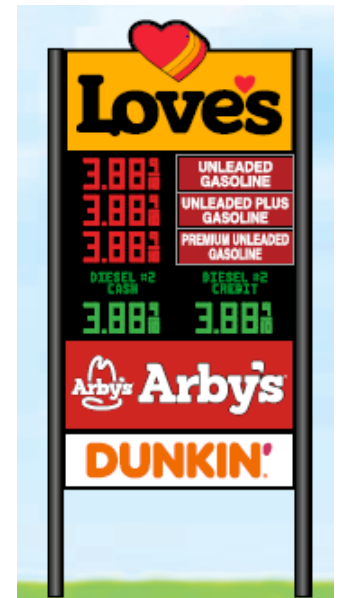
Complies with Conditions of Approval

- Conditionally complies with the Zoning Code and Design Guidelines with conditions of approval:
 - Maximum sign height shall be determined by US Sign Council guidelines and reduced accordingly.
 - Sign placement shall not interfere with driveway visibility

50 feet



25 feet



CEQA FINDING OF FACT

Exhibit B & Exhibit C

- At the time of project approval, CEQA requires decisionmakers to adopt “CEQA Findings,” which describe the disposition of all significant effects identified in EIRs.
- CEQA Guidelines section 15091 requires that approving agencies specify that a particular significant effect is “avoid(ed) or substantially lessen(ed),”
- Mitigation, Monitoring, and Reporting Program implements the measures and attaches them to the project approval



RECOMMENDATION

Planning Commission

- Approve a resolution certifying the Environmental Impact Report
- Approve a resolution recommending that the City Council adopt a resolution amending the General Plan Land Use Map to designate the site General Commercial
- Approve a resolution approving the project entitlements with Finding of Fact, Conditions of Approval, and MMRP



QUESTIONS ?



LOVE'S TRAVEL STOP

City Council
April 15, 2026



REVIEW PROCESS

City Council Actions

Planning Commission

Certification
of the EIR

General Plan
Amendment
Recommendation
to City Council

Review/Approval
of Use Permit,
ASPR, Sign Permit

CEQA Finding of
Fact & MMRP



City Council Actions

Initiate
Annexation

Resolution for
General Plan
Amendment

CEQA
Finding of Fact

May 6th Public Hearing

Planning
Commission
Recommendation
on Zoning
Ordinance

City Council
Introduction of
Zoning Ordinance



ANNEXATION

Resolution Initiating Process

- Project site is within the City's Sphere of Influence
- Whole parcel must be annexed
- City must file application with the Lassen Local Agency Formation Commission (LAFCO)
- Project is consistent with General Plan policies regarding annexation.



GENERAL PLAN AMMENDMENT

Consistent with Conditions of Approval

- Consistent with the General Plan
- Zoning code must be updated for consistency (site pre-zoning scheduled for May 6, 2026)
- Action covered by the EIR certified by the Planning Commission
- Planning Commission recommends approval



RECOMMENDATION

City Council

- Approve a resolution directing staff to submit an application to LAFCO to initiate the annexation process
- Approve a resolution amending the General Plan Land Use Map to designate the site General Commercial/Shopping Center



QUESTIONS ?

City Council Agenda Item

Submitted By: Heidi Whitlock, City Clerk

Action Date: April 15, 2026

Subject: Department Reports - Fire Department

Presented By: Allen Sobol, Acting Public Safety Chief

Summary: An update from the Fire Department will be provided at the meeting.

Fiscal Impact: None.

Action Requested: Informational Item.

Attachments:

- 1. UPDATE - SFD Q1 Update - Provided at Meeting

SUSANVILLE FIRE DEPARTMENT

Quarterly Report

Q1 2026

January – March 2026

Serving our community since 1922

REPORT OVERVIEW



Incident Statistics

Call volume, incident types & trends



Equipment & Apparatus

Fleet status & maintenance highlights



Response Times

Average response performance & benchmarks



Training & Certifications

Completed training hours & certifications



Staffing & Personnel

Headcount, vacancies & changes

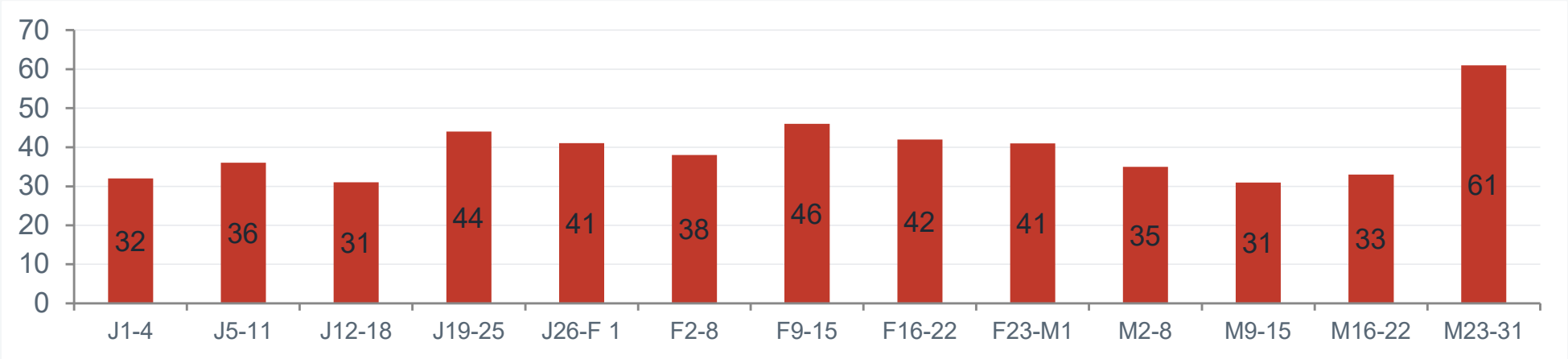
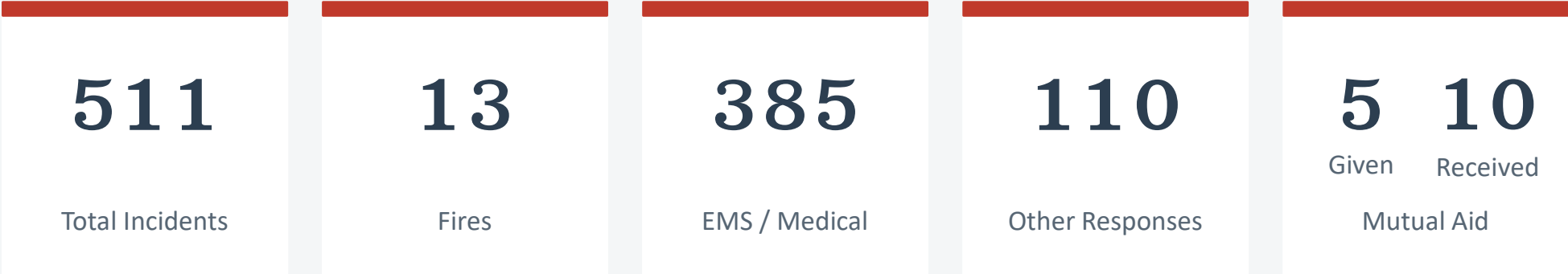


Community Outreach

Programs, events & public education

INCIDENT STATISTICS

Q1 2026 | January – March



RESPONSE TIMES

Q1 2026 | All Incident Types

01:32 min

Avg. Turnout Time

Benchmark: < 1:20 min

03:19 min

Avg. Travel Time

Benchmark: < 4:00 min

04:51 min

Avg. Total Response

NFPA Standard: < 6:20 min

Response Time Notes

- Notable factors affecting response times this quarter: Projects, Inspections, Vehicle Maintenance
- Response challenges: Traffic, Erratic drivers, Distance
- Improvement initiatives underway: PSA for responding to emergency vehicles

STAFFING & PERSONNEL

Q1 2026

Headcount Summary

Total Authorized Positions	11
Currently Filled	9
Vacancies	2
New Hires This Quarter	0
Retirements / Separations	1

Personnel Notes

Vacancies

- Assistant Fire Chief, Firefighter

Recruitment & Hiring

- Fire Technology Classes: Firefighter and Seasonal Firefighter positions
- Flying the Assistant Chief Position

Promotions

- Firefighter LeRoy promoted to Engineer

Employee Recognition

- Chief Tom Hernandez, 23/yos
- Zach Hoffman – Firefighter of the Year 2025

STAFFING & PERSONNEL

Q1 2026

Volunteer Program

Positions	7
Callback Total	12
Avg. Per Callback	5
Incident Hours	52.75
Training Hours	171.5

Cadet Program

Positions	7
Callback Total	12
Avg. Per Callback	3
Incident Hours	26.1
Training Hours	167

EQUIPMENT & APPARATUS

Fleet Status | Q1 2026

Unit / Apparatus	Type	Year / Age	Status	Mileage / Hours	
Engine 621	1	2024 / 1yr	In Service	13,098 / 1039	Newest edition to the fleet
Engine R-621	1	1993 / 33yrs	Out of Service	124,066 / 9426	Transmission/Transfer case failure
Engine 622	2	2001 / 25yrs	In Service	18,305 / 2448	Electrical, Transmission
Engine 623	1	1997 / 29yrs	In Service	49,745 / 5128	Used, Electrical, Pump, Corrosion
Engine 628	3	1999 / 27yrs	In Service	38,904 / 3196	Used, no current issues
Truck 661	Aerial	2021 / 5yrs	In Service	10,494 / 1230	Warranty Work, No major issues
Squad 651	6	2022 / 4yrs	In Service	4,396 / 9	Warranty Work, No major issues

Equipment Highlights / Capital Needs

- NFPA recommends frontline apparatus over 15yo be moved to reserve status and apparatus over 25yo be replaced.
- Maintenance is an SFD priority.
- Looking into funding options for apparatus replacement.

TRAINING & CERTIFICATIONS

Q1 2026

839.5

Total Training
Hours Completed

23

Personnel
Trained

6

New Certs
Earned

4

Certs
Renewed

Training Categories Completed

- Firefighting
- Technical Rescue
- Fire Prevention
- Admin: ESO
- EMS
- Drivers Training
- New Equipment

Upcoming / Planned Training

- Fire Investigation
- Common Passenger Vehicle Rescue Technician
- County Wildland Firefighter Training
- County Structural Firefighter Training

COMMUNITY OUTREACH

Q1 2026 | Public Education & Engagement

1

Fire Safety Education

- Business Inspections
- 16 call in concerns
- 23 burn complaints / 1 citation
- 4 Fire extinguisher trainings
- ILP Fire safety class

2

Station Tours

- 2 Scheduled
- 5 Walk-in
- 3 School Visits

3

CPR / First Aid Training

- April 11th
- May 30th
- August 15th
- November 14th

4

Social Media / Outreach

- Incident press releases
- Upcoming CPR
- Prescribed fires
- Events
- Open Positions







SUSANVILLE FIRE DEPARTMENT

Thank You

Questions & Discussion

Acting Assistant Fire Chief: Leon Myers | Phone: 530-257-5152 | Email: Lmyers@cityofsusanville.gov

Presented to Susanville City Council • Q1 2026

City Council Agenda Item

Submitted By: Heidi Whitlock, City Clerk

Action Date: April 15, 2026

Subject: Future Council Items

Presented By: Dan Newton, City Manager

Summary: Council may provide direction to staff to bring back items for discussion or action at a future meeting.

Fiscal Impact: None.

Action Requested: Direction to staff.

Attachments:

- 1. 260415.Future.Items.List

LAST THREE MONTHS (1/21/2026 to current)

BUSINESS FROM THE FLOOR	
2/4/2026	Request made to have/ask the Honey Lake Valley Recreation Authority perform a full audit of the financials
3/4/2026	Request made to have more of a presence on and to clean up the River Trail

Council requested - FUTURE COUNCIL ITEMS	
2/18/2026	Request to bring back animal control discussion item
3/4/2026	Request made to bring back a discussion item regarding the homeless population
3/18/2026	Request made to bring back a discussion item regarding the River Trail including the level of enforcement, the possible annexation of property not owned by the city, etc.
3/18/2026	Request made to bring back a discussion item involving the sign code within the City Municipal Code, possible changes and clarification for business owners on requirements as written. <i>Heard on 4/1/2026 and bringing back again as well.</i>
Completed List Items	
2/18/2026	Request to bring back an item related to Council Members' civic contributions 3/4/2026 completed