
CITY OF SUSANVILLE
66 N. Lassen Street • Susanville CA
Melanie Westbrook, Chair
James Merchant, Vice Chair
Tony Ardito • Wayne Jambois • Rod DeBoer

Susanville Planning Commission
**Regular Planning Commission Meeting • City Council Chambers 66
N. Lassen Street, Susanville, CA 96130**
Tuesday, February 13, 2024 - 5:30 PM

**CALL TO ORDER
ROLL CALL**

1. **APPROVAL OF AGENDA:** *(Additions and/or Deletions)*
2. **BUSINESS FROM THE FLOOR:** *Any person may address the Commission at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City of Susanville Planning Commission. 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 five-minute limit.*
3. **CONSENT ITEMS:** *All matters listed under the Consent Calendar are considered to be routine by the Planning Commission. There will be no separate discussion on these items. Any member of the public or the Planning Commission may request removal of an item from the Consent Calendar to be considered separately.*
 - 3.A Receive and file minutes from the Jan. 9, 2024 meeting.
4. **PUBLIC HEARINGS:**
 - 4.A Architectural and Site Plan Review Application #2024-001, TSG Development and NST Engineering. The applicants are proposing an 852 square foot entry way addition to an existing 26,272 square foot building used by the Bureau of Land Management and United States Forest Service.
 - 4.B Use Permit #2024-002, Kirack Construction Temporary Construction Staging Yard
 - 4.C Use permit application #24-003 to allow a 920-foot-long perimeter security fence for the long valley charter school with portions of the fence proposed to be 8 feet in height on APN(s) 103-100-020-000 and 103-100-019-000 (995 Paiute lane).
5. **NEW BUSINESS: NONE**
6. **CORRESPONDENCE: NONE**
7. **COUNTY REFERRALS: NONE**
8. **ADJOURNMENT:** **The next regular meeting of the Susanville Planning Commission will be*

held on February, 27, 2024, at 5:30PM.

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.net, 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, Ruth McElrath, certify that I caused to be posted notice of the regular meeting scheduled for February 13, 2024, in the areas designated on February 9, 2024.

The Planning Commission's action on Use Permit (including Planned Development Use Permits) and Variance items may be appealed to the City Council within 5 business days of action. The Planning Commission's action on Tentative Subdivision items may be appealed to the City Council within 10 business days of action. Appeals of the Planning Commission's action must be made in writing on the form provided by the City and must be accompanied by a fee adopted by the City Council. Appeals of Planning Commission actions must be based on comments made known (either through written or verbal comment) at the Planning Commission Meeting. Please contact the Community Development Department for more information regarding appeals.

SUSANVILLE PLANNING COMMISSION AGENDA ITEM

Submitted By: Ruth McElrath, Building & Planning Division

Action Date: February 13, 2024

SUBJECT: Receive and file minutes from the Jan. 9, 2024 meeting.

PRESENTED BY: Ruth McElrath, Building Permit Technician

SUMMARY: Staff is presenting minutes from the Jan. 9, 2024 minutes.

FISCAL IMPACT: None

ACTION REQUESTED: Receive and file minutes from the Jan. 9, 2024 meeting.

ATTACHMENTS:
[PC Min. 1.9.24.pdf](#)

SUSANVILLE PLANNING COMMISSION
Regular Planning Commission Meeting Minutes
TUESDAY, JANUARY 9, 2024 – 5:30 PM

CALL TO ORDER: Meeting called to order by Commissioner Jambois

ROLL CALL: Rod DeBoer, Matthew Eltzroth (Alternate), Curtis Bortle (Alternate), Tony Ardito, and Wayne Jambois.

1. APPROVAL OF AGENDA:

Motion by Commissioner Ardito, seconded by Commissioner DeBoer to approve agenda as submitted. Motion carries:

Motion: 5-0

Voting For: Ardito, DeBoer, Eltzroth, Bortle and Jambois

Voting Against: None

Abstain: None

2. BUSINESS FROM THE FLOOR: None

3. CONSENT ITEMS:

3.A Receive and file minutes from the November 14, 2023, meeting.

Motion by Commissioner DeBoer, seconded by Commissioner Ardito to approve minutes.

Motion : 5 - 0

Voting For: Ardito, Bortle, Eltzroth, DeBoer and Jambois.

Voting Against: None

Abstain: None

[PC 11.14.23 min.pdf](#)

4. PUBLIC HEARINGS:

4.A Use Permit #23-008-Kyle Parady. Use Permit to allow an existing welding shop located at 1555 Chestnut Street.

Consider adoption or disapproval of Resolution No. 24-1169

Public hearing opened at 5:31 p.m.

Mr. Mumper summarizes the item.

Commissioner Jambois opens item up for public comment.

No comments received in favor of the project.

No comments received against the project.

Public hearing closed at 5:41 p.m.

Motion by Commissioner Ardito, seconded by Commissioner Bortle, to approve Resolution 24-1169.

Motion : 5 - 0

Voting For: Ardito, Bortle, Eltzroth, DeBoer and Jambois.

Voting Against: None

Abstain: None

[Business License Denial Letter.docx](#)

[Public Hearing Notice to Property Owners UP#2023-008.docx](#)

[UP#2023-008 Staff Report-Welding Shop.docx 1555](#)

[Chestnut.jpg](#)

[Approving Resolution No. 24-1169.doc](#)

[Disapproving Resolution.doc](#)

4.B Use Permit #2023-009, Bureau of Land Management Warehouse/Fleet Shop.

Consider adopting Resolution No. 24-1170, approving a Use Permit for the Bureau of Land Management Warehouse/Fleet Shop.

Public hearing opened at 5:42 p.m.

Mr. Mumper summarizes the item.

The Commissioners ask questions regarding the project.

No public comments received in favor or against the project.

Public hearing closed at 5:53 p.m.

Motion by Commissioner Bortle, seconded by Commissioner Ardito, to approve resolution 24-1170. Motion carries.

Motion : 5 - 0

Voting For: Bortle, Ardito, Eltzroth, DeBoer and Jambois.

Voting Against: None

Abstain: None

[BLM Fleet Shop Site Plan & Elevations.pdf](#)

[Property owner notification 300 ft. UP 2023-009.pdf](#)

[Public Hearing Notice to Property Owners UP#2023-009.docx](#)

[Public Hearing Notice UP#2023-009.docx](#)

[BLM Warehouse Use Permit SR.docx](#)

[Disapproving Resolution.doc](#)

Due to the city now livestreaming meetings and having video recordings for Planning Commission meetings available on its website, the city has moved to action minutes. If you would like further meeting details, the full video can be found at <https://www.cityofsusanville.net/rooptown/city-council/agendas-and-minutes/>

4.C Architectural & Site Plan Review #23-007, Susanville Indian Rancheria Housing Authority (SIRHA) 2 Duplex buildings totaling 4 apartments.

Consider adopting Resolution No. 24-1171, approving the Architectural & Site Plan Review #23-007, for the Susanville Indian Rancheria Housing Authority to allow two additional Duplex Apartment Buildings on the subject parcel.

Mr. Mumper presents information about the item.

Public hearing opened at 5:53 pm.

Phil Bush, project applicant, explains the project will finish up the development for the lot and the housing is for senior citizens.

Public hearing closed at 6:06 p.m.

Motion by Commissioner DeBoer, seconded by Commissioner Bortle, to approve Resolution 24-1171.

Motion : 5 - 0

Voting For: DeBoer, Bortle, Eltzroth, Ardito and Jambois.

Voting Against: None

Abstain: None

[SIRHA 985 Paiute Duplex Site Plan and Elevation.pdf](#)

[Public Hearing Notice to Property Owners AR#2023-007.docx](#)

[2 Duplexes PCSR-Phase 2.docx](#)

[Approving_Resolution_No._24-1171.doc](#)

[Disapproving Resolution \(1\).doc](#)

4.D NA#2023-003, 105 Russell Street. Continuing item from November 14, 2023, regularly scheduled meeting.

Consider approval of Resolution No. 23-1164, approving the issuance of administrative penalties in the amount of \$7,000.00 based on the violations which existed during the Abatement Order period set forth by the Planning Commission.

Public hearing opened at 6:12 p.m.

Mr. Mumper summarizes the item.

Debbie and Frank Marino provide an update on the process of cleaning up the property.

Mr. Mumper added he spoke with Peter Talia, attorney, who was unable to provide an update on the eviction of the squatter. Law enforcement assistance may be needed because forced entry may be required.

Due to the city now livestreaming meetings and having video recordings for Planning Commission meetings available on its website, the city has moved to action minutes. If you would like further meeting details, the full video can be found at <https://www.cityofsusanville.net/rooptown/city-council/agendas-and-minutes/>

Jim McCarthy, public member, voiced support for putting legal resources behind City staff to get the job done.

Public hearing closed at 6:34 p.m.

The Commissioners discuss the matter and support increasing fines to \$10,000.

Motion by Commissioner Bortle, seconded by Commissioner DeBoer to approve 23-1164

Motion : 5 - 0

Voting For: DeBoer, Bortle, Eltzroth, Ardito and Jambois.

Voting Against: None

Abstain: None

[Nuisance_Abatement_Order_After_Hearing_NA2023-003_105_Russell_Ave.pdf](#)
[PC_23-1164_Resolution \(1\).doc](#)

5. NEW BUSINESS: NONE

6. CORRESPONDENCE: NONE

7. COUNTY REFERRALS: NONE

8. ADJOURNMENT: Motion to adjourn at 6:45 p.m. by Commissioner DeBoer, seconded by Curtis Bortle Motion carries.

Motion : 5 - 0

Voting For: DeBoer, Bortle, Eltzroth, Ardito and Jambois.

Voting Against: None

Abstain: None

[Nuisance_Abatement_Order_After_Hearing_NA2023-003_105_Russell_Ave.pdf](#) [PC_23-1164_Resolution \(1\).doc](#)

9. NEW BUSINESS: NONE

10. CORRESPONDENCE: NONE

11. COUNTY REFERRALS: NONE

12. ADJOURNMENT: Motion to adjourn at 6:45 p.m. by Commissioner DeBoer, seconded by Curtis Bortle. Motion carries.

Motion : 5 - 0

Voting For: DeBoer, Bortle, Eltzroth, Ardito and Jambois.

Voting Against: None

Abstain: None

Melanie Westbrook, Chair

Ruth McElrath, Building Permit Tech for:
Heidi Whitlock, City Clerk

Approved On:

SUSANVILLE PLANNING COMMISSION AGENDA ITEM

Submitted By: Kelly Mumper, Building & Planning Division

Action Date: February 13, 2024

SUBJECT: Architectural and Site Plan Review Application #2024-001, TSG Development and NST Engineering. The applicants are proposing an 852 square foot entry way addition to an existing 26,272 square foot building used by the Bureau of Land Management and United States Forest Service.

PRESENTED BY: Kelly Mumper, City Planner

SUMMARY:
The applicants are proposing an 852 square foot entry way addition to an existing 26,272 square foot building used by the Bureau of Land Management and United States Forest Service. The project proposal requires an architectural review and approval by the Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36. The subject parcel is zoned C-2 (General Commercial/Shopping Center Zoning District) and has a land use designation of “*General Commercial/Shopping Center*” pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is approximately 2 acres in size, is assigned Assessor’s Parcel Number (APN) 105-350-063-000, and is located at 2550 Riverside Drive in Susanville CA, 96130. The proposed project qualifies for a California Environmental Quality Act (CEQA) exemption pursuant to section 15332 of the CEQA guidelines. Staff contact: Kelly Mumper, City Planner (530)252-5104 kmumper@cityofsusanville.org.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider adoption of Resolution No. 24-1172, approving the design of the proposed addition to the existing building.

ATTACHMENTS:
[Public Hearing Notice to Property Owners AR#2024-001.docx](#)
[AR#2024-001 BLM USFS Application.pdf](#)
[AR#2024-001, BLM-USFS 852 Sqft. Addition.pdf](#)
[Approving Resolution No. 24-1172.doc](#)
[Disapproving Resolution.doc](#)
[BLM-USFS Addition SR.docx](#)

**PROPERTY OWNER NOTIFICATION 300 FT. RADIUS
NOTICE OF PUBLIC HEARING**

The City of Susanville Planning Commission will be holding a public hearing to allow public comment on Architectural & Site Plan Review application #2024-001, for TSG Development and NST Engineering. Deliberations on the proposed addition to the existing building are asked to be specific to the design of the addition, as the addition does not trigger the need for a Use Permit.

The applicants are proposing an 852 square foot entry way addition to an existing 26,272 square foot building used by the Bureau of Land Management and United States Forest Service. The project proposal requires an architectural review and approval by the Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36. The subject parcel is zoned C-2 (General Commercial/Shopping Center Zoning District) and has a land use designation of "*General Commercial/Shopping Center*" pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is approximately 2 acres in size, is assigned Assessor's Parcel Number (APN) 105-350-063-000, and is located at 2550 Riverside Drive in Susanville CA, 96130. The proposed project qualifies for a California Environmental Quality Act (CEQA) exemption pursuant to section 15332 of the CEQA guidelines.

This project is scheduled to have a public hearing by the Planning Commission at 5:30 p.m. on February 13, 2024, in the City of Susanville City Council Chambers located at 66 N. Lassen Street Susanville, CA 96130. The public is invited to attend and provide verbal and/or written comments on the design aspects of the proposed project. Written comments must be received at the above address at, or prior to, the meeting date and time. Note: Any appeals on the proposal must be based on comments made known (either through written or verbal comments) at the public hearing and be specific to the design of the project. Appellants must also be represented at the public hearing for an appeal to be accepted by the City Council. "If you challenge the City's action on this proposal in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City at, or prior to, the public hearing." Govt. Code 65009. Any questions regarding this or the proposal may be directed to the City Planner, Kelly Mumper at (530) 252-5104.

BY: Kelly Mumper, City Planner
FOR: City of Susanville, Planning Commission



PLANNING APPLICATION

TYPE OR PRINT CLEARLY

Applicant TSG DEVELOPMENT	Street Address 352 MITCHELL LAKE, COPPEROPOLIS, CA 95228	City COPPEROPOLIS	Zip Code 95228	Day Phone (530) 356-8010
Representative (if any) NST ENGINEERING	Street Address 1495 RIVERSIDE DR., SUSANVILLE, CA 96130	City SUSANVILLE	Zip Code 96130	Day Phone (530) 257-5173
Property Owner	Street Address	City	Zip Code	Day Phone ()
Correspondence to be sent to: ☐ Applicant ☒ Representative ☐ Owner				

Project Address 2550 RIVERSIDE DRIVE			Assessor's Parcel No. 105-350-063
Existing Land Use COMMERCIAL OFFICE	Site Acreage 2.0	Zoning C-2	General Plan GEN. COMMERCIAL
Description of proposed project (attach sheets if necessary) PROPOSED BUILDING ENTRY ADDITION FOR BLM AND NEW COVERED FIRE BRIEFING AREA			

Applicant/Representative: I have reviewed this application and the attached material. The provided information is accurate. Signed <u>Jeffery Marks</u> Date <u>1/2/24</u>	Property Owner/Authorized Agent: I have read this application and consent to its filing. Signed <u>Jeffery Marks</u> Date <u>1/2/24</u> <u>Project Engineer</u>
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TYPE OF APPLICATION	☐ Abandonment ☐ Administrative Permit ☒ Architectural & Site Plan Review ☐ Amendment/Appeal ☐ Design Review ☐ General Plan Amendment	☐ Home Occupation Permit ☐ Lot Line Adjustment ☐ Other _____ ☐ Parcel Map ☐ Planned Development District ☐ Rezoning	☐ Specific Plan ☐ Subdivision ☐ Use Permit ☐ Time Extension: Expiration Date _____ ☐ Zone Variance
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REQUIRED SUPPLEMENTAL INFORMATION	☐ Reproducible Site Plan; Use Permit, Administrative Permit, Site Plan Review, Variance ☐ Building Elevations: Use Permit, Site Plan Review, Planned Development ☐ Floor Plans: Planned Development, Use Permit ☐ Reproducible Tentative Subdivision Map (copies) ☐ Preliminary Title Report: Subdivision, Lot Split, Abandonment ☐ Subdivision Data Sheet: Subdivision, Planned Development	☐ Letters from Utility Companies: Abandonment ☐ Letter of Justification: Variance ☐ Home Occupation Permit Affidavit ☐ Legal Description: Lot Line Adjustment/Merger; Abandonment ☐ C C & R's ☐ Other _____
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FOR OFFICE USE ONLY	Application Number(s) <u>AR-24-001</u>	Received By <u>RMC</u>	Date Application Received <u>1/3/24</u>
	Date Application Certified Complete <u>1/23/2024</u>	Staff Assigned <u>Kelly Mumper/Planner</u>	Redevelopment Area ☐ Yes ☒ No
	Fees Received/Receipt No. <u>\$1,144.00</u>		NOTES TO FILE
	Environmental Determination ☒ Categorically Exempt ☐ Negative Declaration ☐ EIR Required		

MAKE CHECKS PAYABLE TO CITY OF SUSANVILLE



CITY OF SUSANVILLE PLANNING DIVISION PROJECT & ENVIRONMENTAL QUESTIONNAIRE – Short Form

This document will assist the Planning Divisions evaluation of the proposed project and its potential environmental impacts. Complete and accurate information will facilitate the City's environmental assessment of the project and will minimize future requests for additional information. Please contact the Planning Division at 66 N. Lassen Street, Susanville, CA 96130-3904, Phone: (530) 252-5117, Fax: (530) 257-4725, if you have any questions regarding this document, environmental review or your project. ***Please attach additional sheets and/or information as necessary.***

I. GENERAL INFORMATION

A. Describe the proposed project. Provide as much detail as possible: _____

PROPOSED ±852 SF BUILDING ADDITION FOR BLM ENTRY AND
NEW COVERED FIRE BRIEFING AREA

B. Applicant's Name: NST ENGINEERING

Mailing Address: 1495 RIVERSIDE DR., SUSANVILLE, CA 96130

Telephone: Business (530) 257-5173 Home ()

Fax () E-Mail NST@FRONTIERNET.NET

What is the best way to contact you? EMAIL

C. If the Applicant is not the Owner of the Property, has the owner's permission been secured?

YES

II. PROJECT SITE INFORMATION:

A. Physical Characteristics:

1. Address or Location: 2550 RIVERSIDE DRIVE
2. Assessor's Parcel Number (if known): 105-350-063

B. Zoning Information: (If known)

1. Zoning District(s): C-2
2. General Plan Land Use Designation: GENERAL COMMERCIAL / SHOPPING CENTER

C. Adjacent Zoning and Existing Land Uses Within 300 Feet of the Project site: (If known)

	Zoning	Existing Land Use
North	C-2	RIVERSIDE DRIVE
South	C-2	VACANT
East	C-2	RIVERSIDE DRIVE
West	C-2/COUNTY	VACANT / GARAGE / BLM PARKING AREA

D. Environmental Settings:

1. Describe the project site's existing topography, soil stability, plant and animal life, scenic vistas, cultural, historical or archaeological resources, proximity to bodies of water or any other outstanding site characteristics and explain how they will be disturbed (if any) as a result of this project: THE PROJECT SITE IS FULLY IMPROVED AND THE EXISTING BUILDING SERVES AS A JOINT OFFICE FOR BLM AND USFS LOCAL OFFICES. THE ENVIRONMENTAL CONDITIONS WILL REMAIN THE SAME SINCE THE NEW ADDITION IS DESIGNATED TO CREATE A NEW SEPARATE FOYER / ENTRY FOR THE BLM OFFICE AND A COVERED PATIO THAT WILL BE USED FOR FIRE BRIEFING. ADDITIONAL SECURE PARKING FOR BLM IS BEING CREATED ON THE ADJACENT PARCEL ALONG WITH A WAREHOUSE
2. Is the project site within either of the following (mark if known)?
☐ Floodway ☒ 100-year floodplain ☐ 500-year floodplain

III. PROJECT INFORMATION:

A. RESIDENTIAL PROJECTS: N/A

1. Type of residential project: _____
2. Total number of lots: _____ Total number of dwelling units: _____
3. Total acreage: _____ Total dwelling units per acre: _____
4. Total Number of Off Street Parking Spaces Provided: _____
5. Estimated date to begin construction or open business: _____

B. NON-RESIDENTIAL PROJECTS:

1. Type of Uses (s): GOVERNMENT OFFICES
2. Days and Hours of Operation: MON-FRI, 8AM TO 5PM
3. Total Number of Employees: 67 (BLM), 50 (USFS), ±120 TOTAL (SEASONAL INCLUDED)
4. Square footage of use (if known) ±26,272 SF
5. Estimated Total Number of Visitors/Customers on site at any one time: 10-15
6. Total Number of Off Street Parking Spaces Provided: 135 (on-site), 40 (secure, off-site on adjacent parcel)
7. Estimated date to begin construction or open business: APRIL 2024

V. ATTESTATION:

As applicant/agent for this proposal, I hereby state that, to the best of my knowledge, the above answers and statements are true and complete.

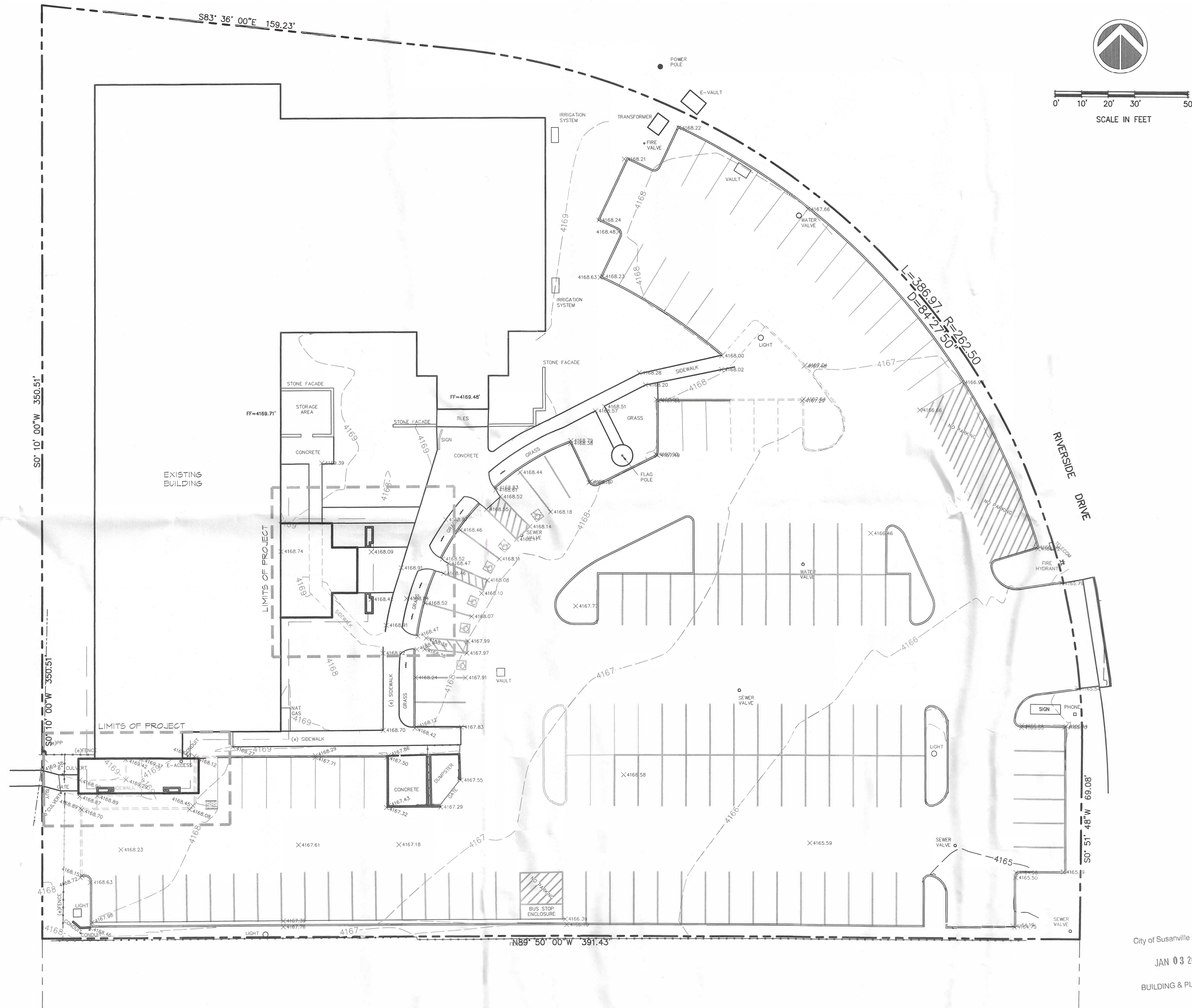
Jeffery Morrish
Signature of Applicant/Agent

1/2/24
Date

Jeffery Morrish Project Engineer
Print Name and title of Applicant/Agent

City of Susanville
Planning Division
66 North Lassen Street
Susanville, CA 96130-3904
Fax: (530) 257-4725

Contacts:
Craig Sanders, City Planner
Phone: (530) 252-5104
e-mail: csanders@cityofsusanville.org



City of Susanville Received
JAN 03 2024
BUILDING & PLANNING

Revisions:	

Engineer:

Project Title:
PROPOSED SITE PLAN FOR:
TSG DEVELOPMENTS, LLC
2550 RIVERSIDE DRIVE
SUSANVILLE, LASSEN COUNTY, CALIFORNIA
APN: 105-950-063

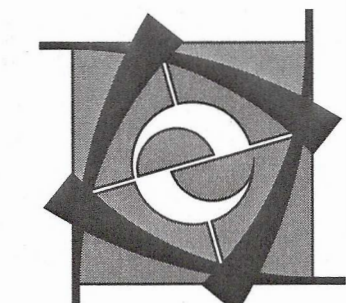
NST ENGINEERING, INC.
1445 Riverside Drive * Susanville, CA 96180
Engineering * Planning * Surveying
Phone: (530) 257-5113 Fax: (530) 257-6212

Date: 10/18/23
Drawn: JB
Checked: JM

Sheet No.
C1
Of X Sheets

Job No. 21-90A
File No. SITE

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ELLENBERGER
ARCHITECTURE

3381 Walnut Boulevard, Suite 200-E
Brentwood, CA 94513
925-732-6373
ellenbergerarchitecture.com

CONSULTANT

BLM SUSANVILLE
REMODEL & ADDITION

BUREAU OF LAND
MANAGEMENT
EAGLE LAKE FIELD OFFICE
REMODEL & ADDITION
FOR

GENERAL SERVICES
ADMINISTRATION

2550 RIVERSIDE DR.
SUSANVILLE, CA 96130

COLOR EXTERIOR
ELEVATIONS

DRAWING STATUS

90% CONSTRUCTION
DOCUMENTS
PRELIMINARY
FOR OWNER AND GOVERNMENT REVIEW

REVISIONS

Symbol	Description	By	Date

Drawn By MMHS

Checked By WDE

Date Drawn 11-23-2023

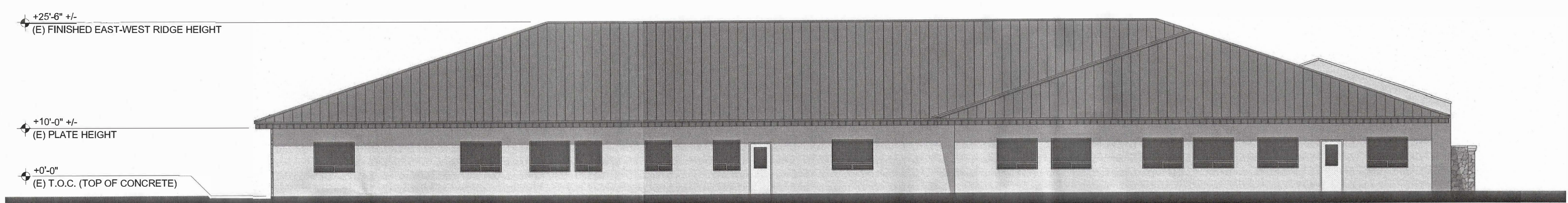
Job Number 23-4007

SHEET NUMBER

A3.1

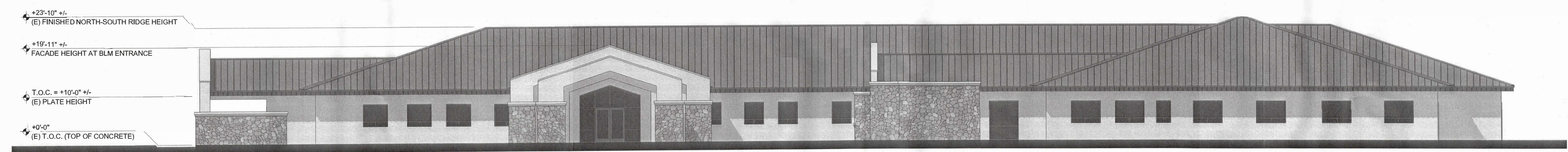
EXTERIOR FINISH
MATERIALS LEGEND

- MANUFACTURED STONE VENEER: MATCH EXISTING PATTERN AND COLOR PALETTE (RIVER ROCK)
- SYNTHETIC STUCCO (EXTERIOR INSULATION FINISH SYSTEM): MATCH EXISTING TEXTURE & COLOR (BEIGE)
- STANDING SEAM METAL ROOF PANELS: MATCH EXISTING PROFILE AND COLOR (16" WIDTH, GREEN)
- PBR PANEL (AT FASCIA & SOFFIT): MATCH EXISTING PROFILE & COLOR (12" RIB SPACING, GREEN)
- WINDOWS: VINYL FRAMES COLOR TO MATCH EXISTING (WHITE)
- (E) HOLLOW METAL DOOR AND FRAME, TYP. COLOR: WHITE
- (E) ALUMINUM STOREFRONT, TYP. COLOR: GREEN
- ALUMINUM STOREFRONT MATCH EXISTING COLOR (GREEN)



NORTH COLOR EXTERIOR ELEVATION

SCALE: 3/32" = 1'-0"

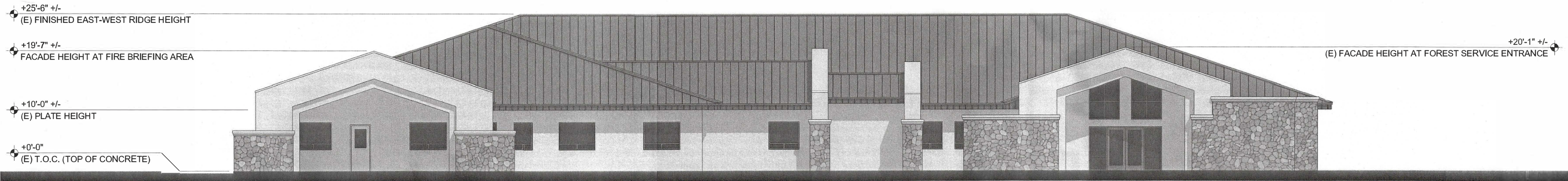


EAST COLOR EXTERIOR ELEVATION

SCALE: 3/32" = 1'-0"

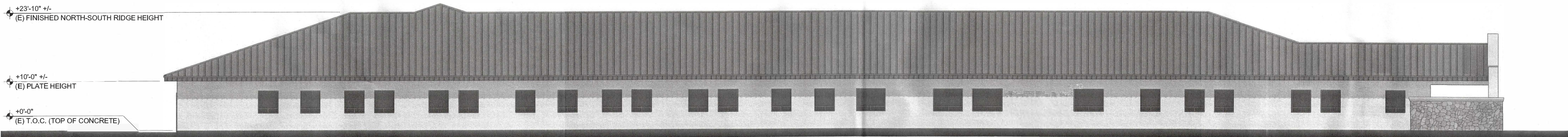
City of Susanville Received
JAN 03 2024
BUILDING & PLANNING

PRELIMINARY
FOR OWNER AND GOVERNMENT REVIEW



SOUTH COLOR EXTERIOR ELEVATION

SCALE: 3/32" = 1'-0"



WEST COLOR EXTERIOR ELEVATION

SCALE: 3/32" = 1'-0"

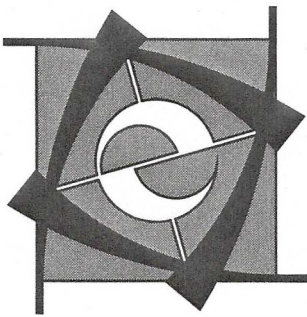
EXTERIOR FINISH
MATERIALS LEGEND

- MANUFACTURED STONE VENEER: MATCH EXISTING PATTERN AND COLOR PALETTE (RIVER ROCK)
- SYNTHETIC STUCCO (EXTERIOR INSULATION FINISH SYSTEM): MATCH EXISTING TEXTURE & COLOR (BEIGE)
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- WINDOWS: VINYL FRAMES COLOR TO MATCH EXISTING (WHITE)
- (E) HOLLOW METAL DOOR AND FRAME, TYP. COLOR: WHITE
- (E) ALUMINUM STOREFRONT, TYP. COLOR: GREEN
- ALUMINUM STOREFRONT COLOR: GREEN

City of Susanville Received
JAN 03 2024
BUILDING & PLANNING

PRELIMINARY
FOR OWNER AND GOVERNMENT REVIEW

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ELLENBERGER
ARCHITECTURE

3381 Walnut Boulevard, Suite 200-E
Brentwood, CA 94513
925-732-6373
ellenbergerarchitecture.com

CONSULTANT

BLM SUSANVILLE
REMODEL & ADDITION

BUREAU OF LAND
MANAGEMENT
EAGLE LAKE FIELD OFFICE
REMODEL & ADDITION
FOR
GENERAL SERVICES
ADMINISTRATION

2550 RIVERSIDE DR.
SUSANVILLE, CA 96130

COLOR EXTERIOR
ELEVATIONS

DRAWING STATUS

90% CONSTRUCTION
DOCUMENTS
PRELIMINARY
FOR OWNER AND GOVERNMENT REVIEW

REVISIONS

Symbol	Description	By	Date

Drawn By	MMSH
Checked By	WDE
Date Drawn	11-23-2023
Job Number	23-4007

SHEET NUMBER

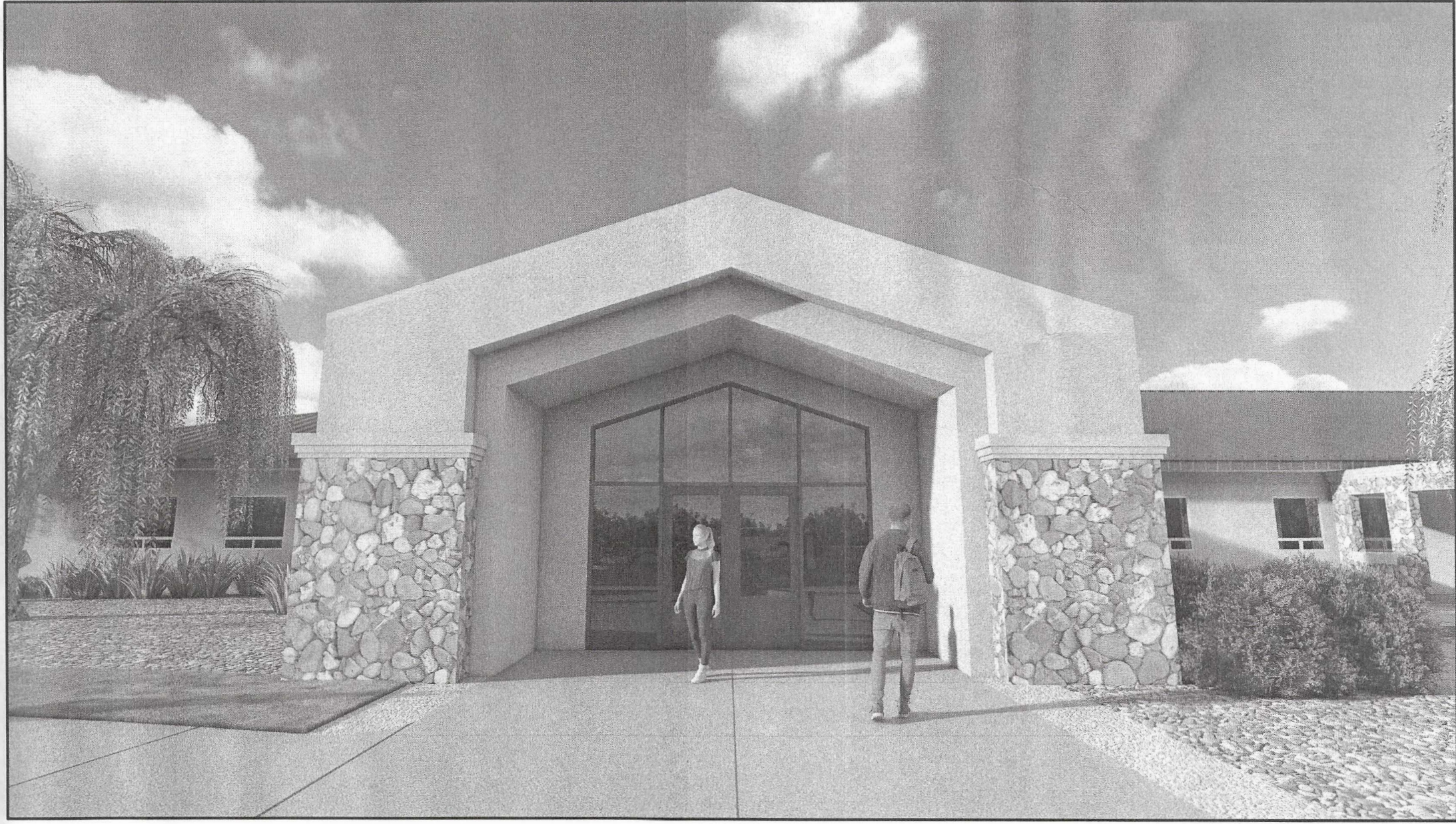
A3.2



PROPOSED FIRE BRIEFING AREA ADDITION FOR BLM ON THE LEFT, PROPOSED ENTRANCE ADDITION FOR BLM IN THE MIDDLE, AND EXISTING U.S. FOREST SERVICE ENTRANCE ON THE RIGHT
BIRD'S VIEW FROM THE EAST



PROPOSED ENTRANCE ADDITION FOR BLM ON THE LEFT, AND EXISTING ENTRANCE FOR U.S. FOREST SERVICE ON THE RIGHT
EYE LEVEL VIEW FROM THE EAST



PROPOSED ENTRANCE ADDITION FOR BLM
EYE LEVEL VIEW FROM THE EAST

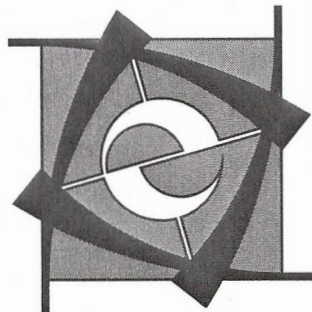
City of Susanville Received

JAN 03 2024

BUILDING & PLANNING

PRELIMINARY
FOR OWNER AND GOVERNMENT REVIEW

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CONSULTANT

BLM SUSANVILLE
REMODEL & ADDITION

BUREAU OF LAND
MANAGEMENT
EAGLE LAKE FIELD OFFICE
REMODEL & ADDITION
FOR
GENERAL SERVICES
ADMINISTRATION

2550 RIVERSIDE DR.
SUSANVILLE, CA 96130

COLOR
PERSPECTIVE
RENDERINGS

DRAWING STATUS
90% CONSTRUCTION
DOCUMENTS
PRELIMINARY
FOR OWNER AND GOVERNMENT REVIEW

REVISIONS			
Symbol	Description	By	Date

Drawn By	MMSH
Checked By	WDE
Date Drawn	11-23-2023
Job Number	23-4007

SHEET NUMBER

A3.3

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1 **AREA/ SITE SPECIFIC CONDITIONS**

- 2 1. Compliance with the 2022 California Building Code, Title 24, for any future
- 3 proposed work requiring a building permit.
- 4 2. Prior to the occupancy of any building within the city and throughout the life of the
- 5 building, the owner of said building shall comply with the requirements of this section:
- 6
- 7 A. All numbers shall be assigned by the city, shall be legible, shall be placed in an
- 8 approved location and shall be easily viewed from the public entrance to the property.
- 9
- 10 B. All numbers shall be maintained for the life of the use.
- 11
- 12 C. All new numbers shall be internally illuminated, with a contrasting background,
- 13 four-inch minimum height and one-half-inch minimum stroke width. (Ord. 13-994 § 1,
- 14 2013).
- 15 3. Adequate addressing of the business location shall comply with Chapter 15.08.010.
- 16
- 17 4. All landscaping required by this section shall be installed and maintained in accordance
- 18 with a landscaping plan. The plan shall be submitted to and approved by the City
- 19 Planner prior to issuance of a building permit or use permit, and shall show the
- 20 location, size and variety of all plants, water supply and other pertinent improvements.
- 21 This plan may be combined with a parking plan. (Ord. 06-932 § 1, 2006; Ord. 00-866 §
- 22 2, 2000).

23 **GENERAL**

- 24 1. This Architectural and Site Plan Review approval will become null and void if the
- 25 approved addition has not begun within one year from the date of adoption of this
- 26 resolution unless an extension of the life of the permit is approved by the Planning
- 27 Commission. It is the applicant's responsibility to request an extension within a
- 28 reasonable time frame, if needed.
2. Any modifications to the submitted Architectural and Site Plan Review proposal after

1 approval by the Planning Commission shall require a new application or a modification to
2 conditions of approval application.

3 3. Compliance with Chapter 17.48 et seq. shall be required.

4
5 4. Compliance with the California Fire Code and a knock box for emergency access shall
6 be required.

7
8 APPROVED: _____
9 Melanie Westbrook, Chairperson
10 Planning Commission
11 City of Susanville, State of California

12
13 ATTEST: _____
14 Heidi Whitlock, City Clerk
15 Secretary to the Planning Commission

16 The foregoing resolution was introduced and adopted at a regular meeting of the Planning
17 Commission of the City of Susanville, held on the 13th day of February 2024, by the following
18 vote:

19 AYES:
20 NOES:
21 ABSENT:
22 ABSTAIN:

23
24 _____
25 Heidi Whitlock, City Clerk
26 Secretary to the Planning Commission
27
28

RESOLUTION NO. 24-1172
A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SUSANVILLE
DISAPPROVING ARCHITECTURAL AND SITE PLAN REVIEW APPLICATION #24-001 TO
ALLOW A 852 SQUARE FOOT ADDITION TO AN EXISTING BUILDING FOR THE
BUREAU OF LAND MANAGEMENT AND UNITED STATES FOREST SERVICE ON APN
105-350-063-000 (2550 RIVERSIDE DRIVE)

WHEREAS, TSG Development and NST Engineering are requesting an Architectural and Site Plan Review to allow a 852 square foot entry way addition to an existing 26,272 square foot building used by the Bureau of Land Management and United States Forest Service on APN 105-350-063-000 (2550 Riverside Drive); and

WHEREAS, the Susanville Planning Commission at a public hearing held during its regular meeting on February 13, 2024, considered both written and oral comments presented concerning the proposed project as required by City Code Section 17.112.20 E and;

WHEREAS, the City of Susanville Planning Division has determined that projects that are disapproved are Categorically Exempt under Article 19, Section 15270, of the CEQA guidelines.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission:

A) Makes the following findings:

1. That the proposed project is not consistent with the General Plan, Zoning Ordinance, and City of Susanville Design Guidelines adopted by City Council Resolution No. 02-3556.
2. That the establishment, maintenance, or operation of the subject use, building or facilities applied for will, under the circumstances of the particular use, 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 and will be injurious or detrimental to property or improvements in the neighborhood or the general welfare of the city.
3. The Architectural and Site Plan Review application #2024-001, is hereby Disapproved.

APPROVED: _____
Melanie Westbrook, Chairperson
Planning Commission
City of Susanville, State of California

ATTEST: _____
Heidi Whitlock, City Clerk
Secretary to the Planning Commission

1 The foregoing resolution was introduced and adopted at a regular meeting of the
2 Planning Commission of the City of Susanville, held on the 13th day of February 2024, by the
following vote:

3 AYES:
4 NOES:
5 ABSENT:
6 ABSTAIN:

7 _____
Heidi Whitlock, City Clerk
Secretary to the Planning Commission

**FILE NO. 24-001 Bureau of Land Management/United States Forest Service
852 square foot addition to existing building**

**CITY OF SUSANVILLE PLANNING COMMISSION
STAFF FINDINGS
February 13, 2024**

APPLICANT	TSG Developments, LLC
OWNER	TSG Developments, LLC
REPRESENTATIVE	NST Engineering
REQUEST	852 square foot addition to existing building.
ASSESSOR'S PARCEL NO.	105-350-063-000
PARCEL SIZE	2 Acres
LOCATION	2550 Riverside Drive Susanville, CA 96130
EXISTING ZONING	C-2 (General Commercial/Shopping Center District)
SURROUNDING ZONING	North: C-2 (General Commercial/Shopping Center) South: C-2 (General Commercial/Shopping Center) East: C-2 (General Commercial/Shopping Center) West: Lassen County Jurisdiction
SURROUNDING LAND USE	C-2 (General Commercial/Shopping Center)
GENERAL PLAN DESIGNATION	<i>General Commercial/Shopping Center</i>
ENVIRONMENTAL DETERMINATION	The proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15332.

COMMENTS RECEIVED BY CITY DEPARTMENTS & AFFILIATED AGENCIES:

- Building Department:** Project shall comply with Title 24 of the California Building Code.
- Fire Department:** Project shall comply with Title 24 of the California Building Code.
- Police Department:** No comments.
- Public Works Department:** No Comments.
- Susanville Sanitary District:** No Comments. Project materials were distributed to the Sanitary District Manager and staff on January 23, 2024, via email.

6. **Lassen Municipal Utility District:** No comments. Project materials were distributed to the LMUD Manager and staff on January 23, 2024, via email.
7. **Caltrans District 2:** No comments, not applicable due to project location.

BACKGROUND/PARCEL HISTORY:

The subject parcel has been developed for multiple decades with an existing building totaling 26,272 square feet.

ANALYSIS:

The applicants are proposing an 852 square foot entry way addition to an existing 26,272 square foot building used by the Bureau of Land Management and United States Forest Service. The project proposal requires an architectural review and approval by the Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36. The subject parcel is zoned C-2 (General Commercial/Shopping Center Zoning District) and has a land use designation of "*General Commercial/Shopping Center*" pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is approximately 2 acres in size, is assigned Assessor's Parcel Number (APN) 105-350-063-000, and is located at 2550 Riverside Drive in Susanville CA, 96130.

MUNICIPAL CODE FINDINGS:

The proposed addition is allowed by first securing an Architectural and Site Plan approval through the City of Susanville Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36.030.

GENERAL PLAN FINDINGS:

The proposed addition is allowed by first securing an Architectural and Site Plan approval through the City of Susanville Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36.030, and if approved, would be consistent with the underlying General Plan Land use Designation of *General Commercial/Shopping Center*.

PARKING:

The proposed project shall have at least one parking space for each 300 square feet of gross floor area. The existing building is approximately 26,727 square feet. With the proposed addition the building will be 27,124 square feet.

The required parking for the project site is approximately 90 spaces. The project site currently has 126 spaces and therefore this project satisfies and exceeds the parking requirements in the Susanville Municipal Code.

COMMUNITY CORRESPONDENCE:

Property owners were notified within 300 feet of the proposed project and no comments were received in favor or against.

ENVIRONMENTAL REVIEW:

The City of Susanville City Planner/ Environmental Review Officer has determined that the proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15332.

STAFF REPORT CONCLUSION:

Based on staff findings of consistency within the *City of Susanville General Plan 1990-2010* and the Susanville Municipal Code Chapter 17.36.030, staff has prepared an approving and disapproving resolution for the Planning Commission's consideration.

SUSANVILLE PLANNING COMMISSION AGENDA ITEM

Submitted By: Kelly Mumper, Building & Planning Division

Action Date: February 13, 2024

SUBJECT: Use Permit #2024-002, Kirack Construction Temporary Construction Staging Yard

PRESENTED BY: Kelly Mumper, City Planner

SUMMARY:

The applicant is requesting a Use Permit to potentially allow a construction staging yard with no permanent structures on a vacant parcel. There is a need to help facilitate the Jensen Slough project and a Caltrans fiber optic project and both companies have contacted Kirack Construction to request the use of his vacant parcel due to both projects' close vicinity to the vacant parcel. The proposed use is allowed by first securing a Use Permit through the City of Susanville Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36. The proposed use and or Use Permit shall sunset when both projects have been completed. The subject parcel is zoned C-2 (General Commercial/Shopping Center Zoning District) and has a land use designation of "*General Commercial/Shopping Center*" pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is located at 2900 Riverside Drive, is approximately 5.42 acres in size, and has an Assessor's Parcel Number (APN) of 105-350-056-000. The proposed project qualifies for a California Environmental Quality Act (CEQA) exemption pursuant to section 15332 of the CEQA guidelines. Staff contact: Kelly Mumper, City Planner (530)252-5104 kmumper@cityofsusanville.org.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider adopting Resolution No. 24-1173.

ATTACHMENTS:

[UP#2024-002-Temp Contractor Yard Application-Site Plan.pdf](#)
[Public Hearing Notice to Property Owners UP#2024-002.docx](#)
[Public Hearing Notice UP#2024-002.docx](#)
[Approving_Resolution_No._24-1173.doc](#)
[Disapproving Resolution.doc](#)
[Use Permit SR.docx](#)



PLANNING APPLICATION

TYPE OR PRINT CLEARLY

Applicant KIRACK CONST.	Street Address 550 ASH ST.	City SUSANVILLE	Zip Code 96130	Day Phone (530) 257-7875
Representative (if any) MICHAEL KIRACK	Street Address 550 ASH ST.	City SUSANVILLE	Zip Code 96130	Day Phone (530) 310-1590
Property Owner KIRACK PROPERTIES	Street Address 550 ASH ST.	City SUSANVILLE	Zip Code 96130	Day Phone (530) 257-7875
Correspondence to be sent to: ☐ Applicant ☐ Representative ☐ Owner				

Project Address 2900 2900 RIVERSIDE DRIVE			Assessor's Parcel No. 105-350-056-000
Existing Land Use BARE	Site Acreage 5.42	Zoning	General Plan
Description of proposed project (attach sheets if necessary)			
TEMP LAY DOWN YARD FOR TWO SEPERATE PROJECTS.			
NO PERMANENT STRUCTURES.			

Applicant/Representative: I have reviewed this application and the attached material. The provided information is accurate. Signed [Signature] Date 1/9/2024	Property Owner/Authorized Agent: I have read this application and consent to its filing. Signed [Signature] Date 1/9/2024
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TYPE OF APPLICATION	☐ Abandonment ☐ Administrative Permit ☐ Architectural & Site Plan Review ☐ Amendment/Appeal ☐ Design Review ☐ General Plan Amendment	☐ Home Occupation Permit ☐ Lot Line Adjustment ☐ Other _____ ☐ Parcel Map ☐ Planned Development District ☐ Rezoning	☐ Specific Plan ☐ Subdivision ☒ Use Permit ☐ Time Extension: Expiration Date _____ ☐ Zone Variance
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REQUIRED SUPPLEMENTAL INFORMATION	☐ Reproducible Site Plan; Use Permit, Administrative Permit, Site Plan Review, Variance ☐ Building Elevations: Use Permit, Site Plan Review, Planned Development ☐ Floor Plans: Planned Development, Use Permit ☐ Reproducible Tentative Subdivision Map (copies) ☐ Preliminary Title Report: Subdivision, Lot Split, Abandonment ☐ Subdivision Data Sheet: Subdivision, Planned Development	☐ Letters from Utility Companies: Abandonment ☐ Letter of Justification: Variance ☐ Home Occupation Permit Affidavit ☐ Legal Description: Lot Line Adjustment/Merger; Abandonment ☐ C C & R's ☐ Other _____
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FOR OFFICE USE ONLY	Application Number(s) UP-24-002	Received By RMC	Date Application Received 1/9/24
	Date Application Certified Complete 1/22/2024	Staff Assigned Kelly Mumper	Redevelopment Area ☐ Yes ☐ No
	Fees Received/Receipt No. 842.00		NOTES TO FILE
	Environmental Determination ☒ Categorically Exempt ☐ Negative Declaration ☐ EIR Required		

SUSAN

GROVE STREET

RIVER

80.00' E 100.00' 0.00"

(N 89°50'00" W 311.50')
MILWOOD TRACT
R/M 1-16

S 29°11'49" W 57.18'

TEMP
LAY DOWN
AREA FOR
TETCHART
MAIN ST.
PROJECT

LANDS OF DUNLAP
DOC. NO. 2000-02523
3.70 AC.

TEMP
LAY DOWN YARD FOR
WATER PROJECT

(N 89°50'00" W 594.50')

L=342.99
L=342.99
L=342.99

R=750.00
L=195.80
L=195.80
L=195.80

RIVERSIDE DRIVE EXTENSION

N

**PROPERTY OWNER NOTIFICATION 300 FT. RADIUS
NOTICE OF PUBLIC HEARING**

The City of Susanville Planning Commission will be holding a public hearing to allow public comment on Use Permit #2024-002, for Kirack Construction. The City of Susanville is required by state law to facilitate Use Permits and or Land Use Entitlements initiated by private landowners for specific projects on privately owned lands. The City of Susanville does not approach and or initiate these types of applications with private landowners. City staff and the Planning Commission's role is to evaluate the application as it pertains to the associated zoning district and formulate findings of consistency or inconsistencies when determining a project's potential for approval. The City of Susanville strives to evaluate these proposals thoroughly in order to preserve the public health, safety, and welfare of the overall community.

The applicant is requesting a Use Permit to potentially allow a construction staging yard with no permanent structures on a vacant parcel. There is a need to help facilitate the Jensen Slough project and a Caltrans fiber optic project and both companies have contacted Kirack Construction to request the use of his vacant parcel due to both projects' close vicinity to the vacant parcel. The proposed use is allowed by first securing a Use Permit through the City of Susanville Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36. The proposed use and or Use Permit shall sunset when both projects have been completed. The subject parcel is zoned C-2 (General Commercial/Shopping Center Zoning District) and has a land use designation of "*General Commercial/Shopping Center*" pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is located at 2900 Riverside Drive, is approximately 5.42 acres in size, and has an Assessor's Parcel Number (APN) of 105-350-056-000. The proposed project qualifies for a California Environmental Quality Act (CEQA) exemption pursuant to section 15332 of the CEQA guidelines.

This project is scheduled to have a public hearing by the Planning Commission at 5:30 p.m. on February 13, 2024, in the City of Susanville City Council Chambers located at 66 N. Lassen Street Susanville, CA 96130. The public is invited to attend and provide verbal and/or written comments on the proposed project. Written comments must be received at the above address at, or prior to, the meeting date and time. Note: Any appeals on the proposal must be based on comments made known (either through written or verbal comments) at the public hearing. Appellants must also be represented at the public hearing for an appeal to be accepted by the City Council. "If you challenge the City's action on this proposal in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City at, or prior to, the public hearing." Govt. Code 65009. Any questions regarding this or the proposal may be directed to the City Planner, Kelly Mumper at (530) 252-5104.

BY: Kelly Mumper, City Planner
FOR: City of Susanville, Planning Commission

NOTICE OF PUBLIC HEARING

The City of Susanville Planning Commission will be holding a public hearing to allow public comment on Use Permit #2024-002, for Kirack Construction.

The applicant is requesting a Use Permit to potentially allow a construction staging yard with no permanent structures on a vacant parcel. There is a need to help facilitate the Jensen Slough project and a Caltrans fiber optic project and both companies have contacted Kirack Construction to request the use of his vacant parcel due to both projects' close vicinity to the vacant parcel. The proposed use is allowed by first securing a Use Permit through the City of Susanville Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36. The proposed use and or Use Permit shall sunset when both projects have been completed. The subject parcel is zoned C-2 (General Commercial/Shopping Center Zoning District) and has a land use designation of "*General Commercial/Shopping Center*" pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is located at 2900 Riverside Drive, is approximately 5.42 acres in size, and has an Assessor's Parcel Number (APN) of 105-350-056-000. The proposed project qualifies for a California Environmental Quality Act (CEQA) exemption pursuant to section 15332 of the CEQA guidelines.

This project is scheduled to have a public hearing by the Planning Commission at 5:30 p.m. on February 13, 2024, in the City of Susanville City Council Chambers located at 66 N. Lassen Street Susanville, CA 96130. The public is invited to attend and provide verbal and/or written comments on the proposed project. Written comments must be received at the above address at, or prior to, the meeting date and time. Note: Any appeals on the proposal must be based on comments made known (either through written or verbal comments) at the public hearing. Appellants must also be represented at the public hearing for an appeal to be accepted by the City Council. "If you challenge the City's action on this proposal in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City at, or prior to, the public hearing." Govt. Code 65009. Any questions regarding this or the proposal may be directed to the City Planner, Kelly Mumper at (530) 252-5104.

BY: Kelly Mumper, City Planner
FOR: City of Susanville, Planning Commission

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WHEREAS, Kirack Construction is requesting a Use Permit to allow a construction staging yard with no permanent structures on a vacant parcel by first securing a use permit on APN 105-350-056-000 (2900 riverside drive); and

WHEREAS, property owners were notified in a 300 ft. radius of the proposed project and a legal publication was published via the Modoc Record stating the project description, location, and location and time of the public hearing on February 1, 2024, and;

WHEREAS, the City of Susanville Planning Division has determined that the project is Categorically Exempt under Article 19, Section 15302 of the CEQA guidelines.

A) Makes the following findings:

- B) Approves the Use Permit (UP#24-002) for Kirack Construction in accordance with the site layout plan, "CITY OF SUSANVILLE RECEIVED January 9th, 2024, BUILDING AND PLANNING" and included in the attached staff report, except as modified by the following terms, agreements and conditions contained in this Resolution:

AREA/ SITE SPECIFIC CONDITIONS

1. Compliance with the 2022 California Building Code, Title 24, for any future proposed work requiring a building permit.
2. Lay down yard shall adhere to the City of Susanville Noise Ordinance found in Chapter 9.04 Section 060 and Chapter 9.06.
3. In order to preserve adequate pedestrian and vehicular circulation, the lay down yard occupants shall prohibit the parking of large vehicles or stacking of materials within 10 feet of the property line fronting Riverside Drive, in order to preserve line of sight safety for pedestrian and vehicular traffic.
4. An apron of decomposed granite or other aggregate shall be used to mitigate the amount of dirt, mud, or debris transmitted onto the Public Roadway by heavy equipment and vehicles entering and exiting the lay down yard site.
5. The regulation of nuisance factors including prevention of glare or direct illumination on adjacent parcels, dirt, dust, gases, heat, noise, odors, smoke, trash, and vibration shall be monitored by the lay down yard occupants and parcel owner in order to limit the disruption to the circulation of the C-2 (General Commercial/Shopping Center Zoning District).
6. At least one temporary sign shall be installed on the parcel frontage informing pedestrians and vehicular traffic of heavy equipment and vehicles entering and exiting Riverside Drive.
7. Proper temporary sanitary and bathroom facilities shall be provided by either the property owner or yard occupant.
8. All temporary fencing shall be maintained and monitored so that it remains intact and adequate throughout the life of the project.
9. Access via Knox box for the aforementioned security fence may be required by the Fire Chief.
10. Any temporary structures or offices shall comply with the setback requirements outlined in the Susanville Municipal Code Chapter 17.36

- 1 11. Establish designated routes for vehicles and equipment entering and leaving the
2 laydown yard and ensure that workers are trained to follow these routes.
- 3 12. Materials subject to impacts from rain, wind, and snow, should be tarped or
4 covered/secured accordingly to limit potential impacts to adjoining properties.
- 5 13. After project completion or the sunset of this Use Permit, all temporary fencing
6 shall be removed within 90 days and the site cleaned of all lawn down yard related
7 items, equipment, and materials.

8 **GENERAL**

- 9 1. This permit will become null and void after both projects for the approved use have been
10 completed or after 2 years of this approval date, whichever comes first.
- 11 2. Approval of this Use Permit is contingent upon the establishment, maintenance, and
12 operation of the subject use not being detrimental or contrary to the health, safety, peace,
13 morals, comfort, and general welfare of persons residing or working in the neighborhood
14 of the proposed use.
- 15 3. Any modifications to the submitted Use Permit proposal after approval by the Planning
16 Commission shall require a new application or a modification to conditions of approval
17 application.
- 18 4. Compliance with Chapter 17.36 et seq. shall be required.
- 19 5. Provide adequate space between heavy equipment and materials that are moved
20 frequently.
- 21 6. Provide walking paths for all workers to access the areas and materials needed.
- 22 7. Any dirt or debris that impacts the sidewalk on Riverside Drive or the roadway must be
23 cleaned up at the end of each workday.

24 APPROVED: _____
25 Melanie Westbrook, Chairperson
26 Planning Commission
27 City of Susanville, State of California

28 ATTEST: _____
Heidi Whitlock, City Clerk
Secretary to the Planning Commission

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The foregoing resolution was introduced and adopted at a regular meeting of the Planning Commission of the City of Susanville, held on the 13th day of February 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk
Secretary to the Planning Commission

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RESOLUTION NO. 24-1173
A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SUSANVILLE
DISAPPROVING USE PERMIT APPLICATION #24-002 TO ALLOW A CONSTRUCTION
STAGING YARD WITH NO PERMANENT STRUCTURES ON A VACANT PARCEL BY
FIRST SECURING A USE PERMIT ON APN 105-350-056-000 (2900 RIVERSIDE DRIVE)

WHEREAS, Kirack Construction is requesting a Use Permit to allow a construction staging yard with no permanent structures on a vacant parcel by first securing a use permit on APN 105-350-056-000 (2900 riverside drive); and

WHEREAS, the Susanville Planning Commission at a public hearing held during its regular meeting on February 13, 2024, considered both written and oral comments presented concerning the proposed project as required by City Code Section 17.112.20 E and;

WHEREAS, the City of Susanville Planning Division has determined that projects that are disapproved are Categorically Exempt under Article 19, Section 15270, of the CEQA guidelines.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission:

- A) Makes the following findings:
1. That the proposed project is not consistent with the General Plan and the Zoning Ordinance.
 2. That the establishment, maintenance, or operation of the subject use, building or facilities applied for will, under the circumstances of the particular use, 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 and will be injurious or detrimental to property or improvements in the neighborhood or the general welfare of the city.
 3. Use Permit application #2024-002, is hereby Disapproved.

APPROVED: _____
Melanie Westbrook, Chairperson
Planning Commission
City of Susanville, State of California

ATTEST: _____
Heidi Whitlock, City Clerk
Secretary to the Planning Commission

The foregoing resolution was introduced and adopted at a regular meeting of the Planning Commission of the City of Susanville, held on the 13th day of February 2024, by the following vote:

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AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk
Secretary to the Planning Commission

FILE NO. 24-002 Kirack Construction Project Staging Yard

**CITY OF SUSANVILLE PLANNING COMMISSION
STAFF FINDINGS
February 13, 2024**

APPLICANT	Kirack Construction
OWNER	Kirack Construction
REPRESENTATIVE	Kirack Construction
REQUEST	Use Permit to allow a temporary construction staging yard.
ASSESSOR'S PARCEL NO.	105-350-056-000
PARCEL SIZE	5.42 Acres
LOCATION	2900 Riverside Drive Susanville, CA 96130
EXISTING ZONING	C-2 (General Commercial/Shopping Center District)
SURROUNDING ZONING	North: C-2 (General Commercial/Shopping Center) South: C-2 (General Commercial/Shopping Center) East: C-2 (General Commercial/Shopping Center) West: Lassen County Jurisdiction
SURROUNDING LAND USE	C-2 (General Commercial/Shopping Center)
GENERAL PLAN DESIGNATION	<i>General Commercial/Shopping Center</i>
ENVIRONMENTAL DETERMINATION	The proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15303.

COMMENTS RECEIVED BY CITY DEPARTMENTS & AFFILIATED AGENCIES:

1. **Building Department:** Project shall comply with Title 24 of the California Building Code.
2. **Fire Department:** Project shall comply with Title 24 and a Knox Box for Fire Department emergency access shall be installed.
3. **Police Department:** Adequate addressing per the Postmaster and City Planner standards.
4. **Public Works Department:** No Comments.
5. **Susanville Sanitary District:** No Comments. Project materials were distributed to the Sanitary District Manager and staff on December 5, 2023, via email.
6. **Lassen Municipal Utility District:** The proposed building has adequate clearance from any existing LMUD facility. Project materials were distributed to LMUD via email on

December 5, 2023.

7. **Caltrans District 2:** No comments, not applicable due to area jurisdiction.

BACKGROUND/PARCEL HISTORY:

The subject parcel has been undeveloped for multiple decades and abuts the Susan River Trail along the southern boundary of the city limits. The subject parcel is relatively flat.

ANALYSIS:

The applicant is requesting a Use Permit to potentially allow a construction staging yard with no permanent structures on a vacant parcel. There is a need to help facilitate the Jensen Slough project and a Caltrans fiber optic project and both companies have contacted Kirack Construction to request the use of this vacant parcel due to both projects' close vicinity to the vacant parcel. The proposed use is allowed by first securing a Use Permit through the City of Susanville Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36. The proposed use and or Use Permit shall sunset when both projects have been completed or as conditioned by the Planning Commission. The subject parcel is zoned C-2 (General Commercial/Shopping Center Zoning District) and has a land use designation of "*General Commercial/Shopping Center*" pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is located at 2900 Riverside Drive, is approximately 5.42 acres in size, and has an Assessor's Parcel Number (APN) of 105-350-056-000.

WHAT IS A LAY DOWN YARD?

This is a designated area where materials and equipment are stored and organized until they are ready to be used in construction. The laydown yard plays a big role in ensuring that the construction project runs smoothly and efficiently. However, like any other part of the construction site, the laydown yard can present various hazards that can be dangerous if not managed properly.

POTENTIAL HAZARDS/GENERAL INFORMATION ABOUT LAYDOWN YARDS:

Most of the hazards depend on what is being stored there and the operations that are taking place on the construction site. Some of the common hazards that Planning Commissioners should be aware of are:

Slip, Trip, And Fall Hazards

One of the most common hazards that are present when a laydown area is disorganized is slip, trip, and fall accidents. When an item is stored in a laydown area, it needs to be organized and not just thrown anywhere and everywhere. Workers should be able to navigate the yard and walk through without tripping over items that are out of place.

Struck-By Hazards

Equipment is often moving in and out of the laydown area throughout the day. Moving equipment presents a struck-by hazard for any worker or visitor that is in the area where it is moving.

Biological Hazards

When you are discussing hazards in the worksite, insects and animals do not normally come to mind. When you are dealing with a laydown area, however, it is common to see some critters

crawling around. These can include snakes, ticks, spiders, bees, wasps, raccoons, and other wild animals who are looking for food and trying to get out of the weather. The shelter of the equipment and the materials make perfect hiding places for these little creatures.

Theft

Although construction site theft is not really considered a safety hazard, it is a common occurrence in a laydown area. Materials, pieces of equipment, and vehicles are often left unattended making them an easy target for thieves to steal what they want if the jobsite is left unsecured.

Property Damage

Property damage is also not considered a safety hazard, but it could lead to one. Lots of tools, materials, and equipment are stored in the laydown area and in one central location. Property damage can occur easily when vehicles or equipment is being moved. Moving vehicles can strike or run over these items if they are not stored properly and organized or if the operator is not paying attention to where they are going. If tools, materials, or equipment are damaged in the laydown area and workers unknowingly still use these, it could lead to injury.

MUNICIPAL CODE FINDINGS:

The proposed use is allowed by first securing a Use Permit through the City of Susanville Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36.030.

GENERAL PLAN FINDINGS:

The proposed use is allowed by first securing a Use Permit through the City of Susanville Planning Commission pursuant to the City of Susanville Municipal Code Chapter 17.36.030 and if approved, would be consistent with the underlying General Plan Land use Designation of *General Commercial/Shopping Center*.

LANDSCAPING:

The subject parcel is vacant of maintained landscaping and supports native grasses and a few native trees.

COMMUNITY CORRESPONDENCE:

Property owners were notified within 300 feet of the proposed project and no comments were received in favor or against.

ENVIRONMENTAL REVIEW:

The City of Susanville City Planner/ Environmental Review Officer has determined that the proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15303.

STAFF REPORT CONCLUSION:

Based on staff findings of consistency within the *City of Susanville General Plan 1990-2010* and the Susanville Municipal Code Chapter 17.48.030(I), staff has prepared an approving and disapproving resolution for the Planning Commission's consideration.

If the Planning Commission decides to approve the Use Permit, staff recommends that the Use Permit sunset after both construction outfits contracted work pertaining to the Jensen Slough Gateway Project and Caltrans fiberoptic project has finished or after 2 years of the Planning Commissions approval date, or whichever happens first.

SUSANVILLE PLANNING COMMISSION AGENDA ITEM

Submitted By: Kelly Mumper, Building & Planning Division

Action Date: February 13, 2024

SUBJECT: Use permit application #24-003 to allow a 920-foot-long perimeter security fence for the long valley charter school with portions of the fence proposed to be 8 feet in height on APN(s) 103-100-020-000 and 103-100-019-000 (995 Paiute lane).

PRESENTED BY: Kelly Mumper, City Planner

SUMMARY:

The applicants are proposing a 920-foot-long perimeter security fence for the existing charter school. Portions of the fence are proposed to be 8 feet in height, which requires that a Use Permit be secured through the City of Susanville Planning Commission and if approved, will also require a building permit. The subject property is zoned R-3(A) (Duplex/Triplex Residential Zoning District) and has a land use designation of “*Duplex/Triplex Residential*” pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is approximately 2.37 acres in size and is located at 995 Paiute Lane Susanville, CA 96130 and has an Assessor’s Parcel Number (APN) of 103-100-019-000 and 103-100-020-000. The proposed project qualifies for a California Environmental Quality Act (CEQA) exemption pursuant to section 15332 of the CEQA guidelines. Staff contact: Kelly Mumper, City Planner (530)252-5104 kmumper@cityofsusanville.org.

FISCAL IMPACT: None.

ACTION REQUESTED: Consider adopting Resolution No. 24-1174.

ATTACHMENTS:

[Public Hearing Notice UP#2024-003.docx](#)
[UP#2024-003 Staff Report.docx](#)
[UP#2024-003-Application-Site Plan.pdf](#)
[Public Hearing Notice to Property Owners UP#2024-003.docx](#)
[Disapproving Resolution.doc](#)
[Approving Resolution No. 24-1174.doc](#)

NOTICE OF PUBLIC HEARING

The City of Susanville Planning Commission will be holding a public hearing to allow public comment on Use Permit #2024-003, for the Long Valley Charter School.

The applicants are proposing a 920-foot-long perimeter security fence for the existing charter school. Portions of the fence are proposed to be 8 feet in height, which requires that a Use Permit be secured through the City of Susanville Planning Commission and if approved, will also require a building permit. The subject property is zoned R-3(A) (Duplex/Triplex Residential Zoning District) and has a land use designation of "*Duplex/Triplex Residential*" pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is approximately 2.37 acres in size and is located at 995 Paiute Lane Susanville, CA 96130 and has an Assessor's Parcel Number (APN) of 103-100-019-000 and 103-100-020-000. The proposed project qualifies for a California Environmental Quality Act (CEQA) exemption pursuant to section 15332 of the CEQA guidelines.

This project is scheduled to have a public hearing by the Planning Commission at 5:30 p.m. on February 13, 2024, in the City of Susanville City Council Chambers located at 66 N. Lassen Street Susanville, CA 96130. The public is invited to attend and provide verbal and/or written comments on the proposed project. Written comments must be received at the above address at, or prior to, the meeting date and time. Note: Any appeals on the proposal must be based on comments made known (either through written or verbal comments) at the public hearing. Appellants must also be represented at the public hearing for an appeal to be accepted by the City Council. "If you challenge the City's action on this proposal in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City at, or prior to, the public hearing." Govt. Code 65009. Any questions regarding this or the proposal may be directed to the City Planner, Kelly Mumper at (530) 252-5104.

BY: Kelly Mumper, City Planner
FOR: City of Susanville, Planning Commission

FILE NO. Use Permit 24-003
Long Valley Charter School 920 Ft. Perimeter Security Fence
(with heights exceeding 6 ft.)

CITY OF SUSANVILLE PLANNING COMMISSION
STAFF FINDINGS
February 13, 2024

APPLICANT	Long Valley Charter School
OWNER	Long Valley Charter School
REPRESENTATIVE	Long Valley Charter School
REQUEST	The applicants are proposing a 920-foot-long perimeter security fence for the existing charter school. Portions of the fence are proposed to be 8 feet in height, which requires that a Use Permit be secured through the City of Susanville Planning Commission and if approved, will also require a building permit.
ASSESSOR'S PARCEL NO	103-100-020-000 and 103-100-019-000.
PARCEL SIZE	2.37 Acres.
LOCATION	995 Paiute Lane.
EXISTING ZONING	The parcel is zoned: R-3 (Duplex/Triplex/Single Family Residential District).
SURROUNDING ZONING	North: R-4 (Multiple Family Zoning District). South: R-3 (Duplex/Triplex/Single Family Residential District). East: R-1 (Single Family Residential). West: R-1 (Single Family Residential).
SURROUNDING LAND USE	Single Family/Multiple Family
GENERAL PLAN DESIGNATION	Multiple Family
ENVIRONMENTAL DETERMINATION	The proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15301.

COMMENTS RECEIVED BY CITY DEPARTMENTS:

- Building Department:** Building permit required for fencing sections over 6 feet.

2. **Fire Department:** Knox Box shall be required for emergency access.
3. **Police Department:** No Comment.
4. **Public Works Department:** No Comment.
5. **Susanville Sanitary District:** No Comments. Project materials were distributed to the Sanitary District Manager and staff on January 23, 2024, via email.
6. **Lassen Municipal Utility District:** No comments. Project materials were distributed to the LMUD Manager and staff on January 23, 2024, via email.
7. **Caltrans District 2:** No comments, not applicable due to project location.

ANALYSIS:

The applicants are proposing a 920-foot-long perimeter security fence for the existing charter school. Portions of the fence are proposed to be 8 feet in height, which requires that a Use Permit be secured through the City of Susanville Planning Commission and if approved, will also require a building permit. The subject property is zoned R-3(A) (Duplex/Triplex Residential Zoning District) and has a land use designation of “*Duplex/Triplex Residential*” pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is approximately 2.37 acres in size and is located at 995 Paiute Lane Susanville, CA 96130 and has an Assessor’s Parcel Number (APN) of 103-100-019-000 and 103-100-020-000.

COMMUNITY CORRESPONDENCE:

Property owners were notified within 300 feet of the proposed project and no comments were received in favor or against.

ENVIRONMENTAL REVIEW:

The City of Susanville City Planner/ Environmental Review Officer has determined that the proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15301.

STAFF RECOMMENDATION:

Based on staff findings of consistency within the *City of Susanville General Plan 1990-2010* and the Susanville Municipal Code, staff has prepared an approving and disapproving resolution for the Planning Commission’s consideration.

City of Susanville JAN 10 2024

PLANNING APPLICATION

BUILDING & PLANNING



City of Susanville, Planning Division
66 North Lassen Street
Susanville, California 96130-3904
(530) 252-5117 / Fax (530) 257-4725

TYPE OR PRINT CLEARLY

Applicant Long Valley Charter School Thompson Peak Charter	Street Address 995 Paiute Lane	City Susanville	Zip Code 96130	Day Phone (530) 257-7300
Representative (if any) Stephanie Preston	Street Address	City	Zip Code	Day Phone ()
Property Owner Long Valley Charter School	Street Address 436-965 Susan Dr.	City Doyle	Zip Code 96109	Day Phone (530) 827-2395
Correspondence to be sent to: ☐ Applicant ☒ Representative ☐ Owner				

Project Address 995 Paiute Lane Susanville 96130			Assessor's Parcel No. 103-100-019 and 103-100-020
Existing Land Use TK-12 Charter School	Site Acreage 2.37 acres	Zoning R-3(A)	General Plan Duplex Triplex
Description of proposed project (attach sheets if necessary) Property perimeter fencing - 8ft with manual entry drive in gate and two walk up gates. See attached plans.			

Applicant/Representative: I have reviewed this application and the attached material. The provided information is accurate.

Signed [Signature] Date 01/07/2024

Property Owner/Authorized Agent: I have read this application and consent to its filing.

Signed [Signature] Date 1/8/2024

Sherri Morgan, Executive Director/ Superintendent

TYPE OF APPLICATION	☐ Abandonment ☐ Administrative Permit ☐ Architectural & Site Plan Review ☐ Amendment/Appeal ☐ Design Review ☐ General Plan Amendment	☐ Home Occupation Permit ☐ Lot Line Adjustment ☐ Other _____ ☐ Parcel Map ☐ Planned Development District ☐ Rezoning	☐ Specific Plan ☐ Subdivision ☒ Use Permit ☐ Time Extension: Expiration Date _____ ☐ Zone Variance
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REQUIRED SUPPLEMENTAL INFORMATION	☒ Reproducible Site Plan; Use Permit, Administrative Permit, Site Plan Review, Variance ☐ Building Elevations: Use Permit, Site Plan Review, Planned Development ☐ Floor Plans: Planned Development, Use Permit ☐ Reproducible Tentative Subdivision Map (copies) ☐ Preliminary Title Report: Subdivision, Lot Split, Abandonment ☐ Subdivision Data Sheet: Subdivision, Planned Development	☐ Letters from Utility Companies: Abandonment ☐ Letter of Justification: Variance ☐ Home Occupation Permit Affidavit ☐ Legal Description: Lot Line Adjustment/Merger; Abandonment ☐ C C & R's ☐ Other _____
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FOR OFFICE USE ONLY	Application Number(s) <u>UP# 2024-003</u>	Received By <u>KM</u>	Date Application Received <u>01/10/2024</u>	
	Date Application Certified Complete	Staff Assigned <u>Kelly Mumper</u>	Redevelopment Area ☐ Yes ☒ No	
	Fees Received/Receipt No. <u>\$ 421.00</u>	NOTES TO FILE		
	Environmental Determination ☒ Categorically Exempt ☐ Negative Declaration ☐ EIR Required			

MAKE CHECKS PAYABLE TO CITY OF SUSANVILLE



Legend

= Old Fencing

= Old Pedestrian Gates

= Old Vehicle Gate

Current Fencing Located on Property

FENCE BUILDERS

Chain Link Fencing
Vinyl Chain Link Systems
Tennis Court Fencing
Field Fencing
Wood Fencing

Tholl Fence, Inc.

800 Glendale Avenue, Sparks, NV 89431
Telephone: (775) 358 - 8680 | Fax: (775) 358 - 7197
Established 1912
NV License 5493A CA License 199672

PVC Fencing Products
Guard Rail
Highway Fencing Traffic Signs
Construction Fencing
Rental Fencing
Electric Operated Gate
Access Control Systems

Proposal

Submit to
Site Contact
Contact Email
Location

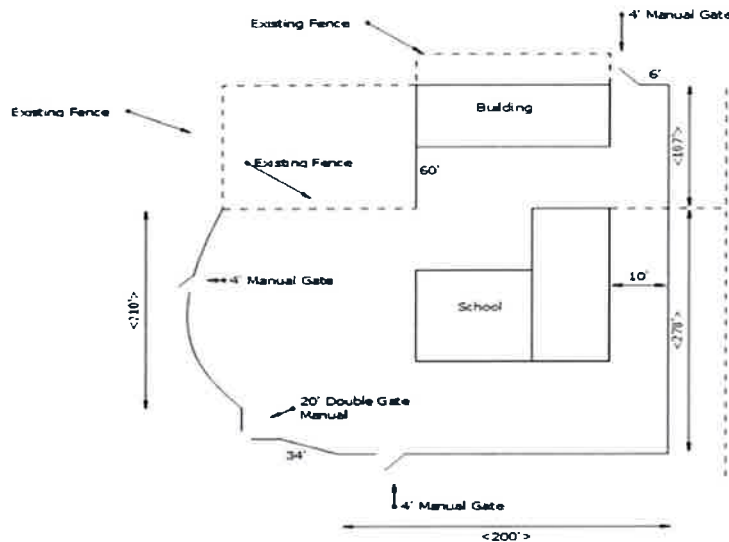
Thompson Peak Charter School			
Stephanie Preston			
995 Piaute Ln		Susanville	Ca 96130
Address		City	State Zip

Date	5/16/2023
Home Phone	
Cell Phone	530-257-7300
Fax	

The type of construction to be performed

Option 1: Furnish and install approx. 920 LF of 6' tall commercial grade chainlink fence. Footage will include (3) 4' wide walk gates and (1) 20' wide double swing entrance gate. All gates will be manual entrance gates. Option 2: Furnish and install approx. 920 LF of 8' tall commercial grade chainlink fence. Footage will include (3) 4' wide walk gates and (1) 20' wide double swing entrance gate. All gates will be manual entrance gates.

We propose to install at your property a fence or do the following work in accordance with the materials listed below:



12/21/23
Option 2 Accepted.

Sherri Morgan
Sherri Morgan
Exec. Director/ Superintendent

**PROPERTY OWNER NOTIFICATION 300 FT. RADIUS
NOTICE OF PUBLIC HEARING**

The City of Susanville Planning Commission will be holding a public hearing to allow public comment on Use Permit #2024-003, for the Long Valley Charter School. The City of Susanville is required by state law to facilitate Use Permits and or Land Use Entitlements initiated by private landowners for specific projects on privately owned lands. The City of Susanville does not approach and or initiate these types of applications with private landowners. City staff and the Planning Commission's role is to evaluate the application as it pertains to the associated zoning district and formulate findings of consistency or inconsistencies when determining a project's potential for approval. The City of Susanville strives to evaluate these proposals thoroughly in order to preserve the public health, safety, and welfare of the overall community.

The applicants are proposing a 920-foot-long perimeter security fence for the existing charter school. Portions of the fence are proposed to be 8 feet in height, which requires that a Use Permit be secured through the City of Susanville Planning Commission and if approved, will also require a building permit. The subject property is zoned R-3(A) (Duplex/Triplex Residential Zoning District) and has a land use designation of "*Duplex/Triplex Residential*" pursuant to the *City of Susanville General Plan 1990-2010*. The subject parcel is approximately 2.37 acres in size and is located at 995 Paiute Lane Susanville, CA 96130 and has an Assessor's Parcel Number (APN) of 103-100-019-000 and 103-100-020-000. The proposed project qualifies for a California Environmental Quality Act (CEQA) exemption pursuant to section 15332 of the CEQA guidelines.

This project is scheduled to have a public hearing by the Planning Commission at 5:30 p.m. on February 13, 2024, in the City of Susanville City Council Chambers located at 66 N. Lassen Street Susanville, CA 96130. The public is invited to attend and provide verbal and/or written comments on the proposed project. Written comments must be received at the above address at, or prior to, the meeting date and time. Note: Any appeals on the proposal must be based on comments made known (either through written or verbal comments) at the public hearing. Appellants must also be represented at the public hearing for an appeal to be accepted by the City Council. "If you challenge the City's action on this proposal in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City at, or prior to, the public hearing." Govt. Code 65009. Any questions regarding this or the proposal may be directed to the City Planner, Kelly Mumper at (530) 252-5104.

BY: Kelly Mumper, City Planner
FOR: City of Susanville, Planning Commission

RESOLUTION NO. 24-1174
A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SUSANVILLE
DISAPPROVING USE PERMIT APPLICATION #24-003 TO ALLOW A 920-FOOT-LONG
PERIMETER SECURITY FENCE FOR THE LONG VALLEY CHARTER SCHOOL WITH
PORTIONS OF THE FENCE PROPOSED TO BE 8 FEET IN HEIGHT ON APN(S) 103-100-
020-000 AND 103-100-019-000 (995 PAIUTE LANE)

WHEREAS, Long Valley Charter School is requesting a Use Permit to allow a 920-foot-long perimeter security fence for the long valley charter school with portions of the fence proposed to be 8 feet in height on APN(S) 103-100-020-000 and 103-100-019-000 (995 Paiute lane); and

WHEREAS, the Susanville Planning Commission at a public hearing held during its regular meeting on February 13, 2024, considered both written and oral comments presented concerning the proposed project as required by City Code Section 17.112.20 E and;

WHEREAS, the City of Susanville Planning Division has determined that projects that are disapproved are Categorically Exempt under Article 19, Section 15270, of the CEQA guidelines.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission:

A) Makes the following findings:

1. That the proposed project is not consistent with the General Plan, Zoning Ordinance, and City of Susanville Design Guidelines adopted by City Council Resolution No. 02-3556.
2. That the establishment, maintenance, or operation of the subject use, building or facilities applied for will, under the circumstances of the particular use, 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 and will be injurious or detrimental to property or improvements in the neighborhood or the general welfare of the city.
3. Use Permit application #2024-003, is hereby Disapproved.

APPROVED: _____
Melanie Westbrook, Chairperson
Planning Commission
City of Susanville, State of California

ATTEST: _____
Heidi Whitlock, City Clerk
Secretary to the Planning Commission

1 The foregoing resolution was introduced and adopted at a regular meeting of the
2 Planning Commission of the City of Susanville, held on the 13th day of February 2024, by the
following vote:

3 AYES:
4 NOES:
5 ABSENT:
6 ABSTAIN:

7 _____
Heidi Whitlock, City Clerk
Secretary to the Planning Commission

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AREA/ SITE SPECIFIC CONDITIONS

1. Compliance with the 2022 California Building Code, Title 24, for any future proposed work requiring a building permit.
2. Adequate addressing of the business location shall comply with Chapter 15.08.010.

GENERAL

1. This Use Permit approval will become null and void if the perimeter fence construction has not begun within one year from the date of adoption of this resolution unless an extension of the life of the permit is approved by the Planning Commission. It is the applicant's responsibility to request an extension within a reasonable time frame, if needed.
2. Any modifications to the submitted Use Permit proposal after approval by the Planning Commission shall require a new application or a modification to conditions of approval application.
3. Compliance with the California Fire Code and a Knox box for emergency access shall be required.

APPROVED: _____
Melanie Westbrook, Chairperson
Planning Commission
City of Susanville, State of California

ATTEST: _____
Heidi Whitlock, City Clerk
Secretary to the Planning Commission

The foregoing resolution was introduced and adopted at a regular meeting of the Planning Commission of the City of Susanville, held on the 13th day of February 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Heidi Whitlock, City Clerk
Secretary to the Planning Commission