



COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES
860 NORTH BUSH STREET • UKIAH • CALIFORNIA • 95482
120 WEST FIR STREET • FT. BRAGG • CALIFORNIA • 95437

BRENT SCHULTZ, DIRECTOR
TELEPHONE: 707-234-6650
FAX: 707-463-5709
FB PHONE: 707-964-5379
FB FAX: 707-961-2427
pbs@mendocinocounty.org
www.mendocinocounty.org/pbs

November 26, 2019

Department of Transportation
Environmental Health - Ukiah
Building Inspection - Ukiah
Assessor

Air Quality Management
CalFire – Prevention
CalFire – Resource Management
Cloverdale Rancheria

Redwood Valley Rancheria
Sherwood Valley Band of Pomo Indians

CASE#: AP_2019-0082

DATE FILED: 9/12/2019

OWNER: VERNE F CLARK LIFE ESTATE

APPLICANT: YOUR TOWN ONLINE

AGENT: MICHAEL HOLMEN

REQUEST: After-the-fact Administrative Permit to authorize an existing telecommunications facility consisting of a 30 ft. tall lattice tower and solar array.

LOCATION: 1.3± miles southwest of Willits City center, lying on the east side of Locust Street (312A), 0.6± miles southwest of its intersection with Della Avenue (CR 312), located at 20751 Locust St., Willits (APN: 038-330-32).

ENVIRONMENTAL DETERMINATION: Categorically Exempt

SUPERVISORIAL DISTRICT: 3

STAFF PLANNER: MARK CLISER

RESPONSE DUE DATE: December 10, 2019

PROJECT INFORMATION CAN BE FOUND AT:

<https://www.mendocinocounty.org/government/planning-building-services/public-agency-referrals>

Mendocino County Planning & Building Services is soliciting your input, which will be used in staff analysis and forwarded to the appropriate public hearing. You are invited to comment on any aspect of the proposed project(s). Please convey any requirements or conditions your agency requires for project compliance to the project coordinator at the above address, or submit your comments by email to pbs@mendocinocounty.org. Please note the case number and name of the project coordinator with all correspondence to this department.

We have reviewed the above application and recommend the following (please check one):

- ☐ No comment at this time.
- ☐ Recommend conditional approval (attached).
- ☐ Applicant to submit additional information (attach items needed, or contact the applicant directly, copying Planning and Building Services in any correspondence you may have with the applicant)
- ☐ Recommend denial (Attach reasons for recommending denial).
- ☐ Recommend preparation of an Environmental Impact Report (attach reasons why an EIR should be required).
- ☐ Other comments (attach as necessary).

REVIEWED BY:

Signature _____ Department _____ Date _____

OWNER: Verne F Clark Life Estate

APPLICANT: Your Town Online

AGENT: Michael Holmen

REQUEST: After-the-fact Administrative Permit to authorize an existing telecommunications facility consisting of a 30 ft. tall lattice tower and solar array.

LOCATION: 1.3± miles southwest of Willits City center, lying on the east side of Locust Street (312A), 0.6± miles southwest of its intersection with Della Avenue (CR 312), located at 20751 Locust St., Willits (APN: 038-330-32).

APN/S: 038-330-32-00

PARCEL SIZE: 1.4± acres

GENERAL PLAN: SR:

ZONING: SR:40K

EXISTING USES: Residential; Commercial

DISTRICT: Supervisorial District 3 (Haschak)

RELATED CASES: BV 2019-0320 (LEGALIZE GROUND MOUNT SOLAR UNDER 7FT TO COMMUNICATION TOWER); BV 2019-0317 (LEGALIZE CELL TOWER TO ABATE VIOLATION)

	<u>ADJACENT GENERAL PLAN</u>	<u>ADJACENT ZONING</u>	<u>ADJACENT LOT SIZES</u>	<u>ADJACENT USES</u>
NORTH:	SR	SR:40K	1.43± acres	Residential
EAST:	SR	SR:40K	1.48±; 1.4± acres	Residential
SOUTH:	SR	SR:40K	7.3± acres	Residential
WEST:	SR	SR:40K	7.3± acres	Residential

REFERRAL AGENCIES

<u>LOCAL</u>		
<input checked="" type="checkbox"/> Air Quality Management District	<input checked="" type="checkbox"/> Environmental Health (EH Ukiah)	<u>TRIBAL</u>
<input checked="" type="checkbox"/> Assessor’s Office	<u>STATE</u>	<input checked="" type="checkbox"/> Cloverdale Rancheria
<input checked="" type="checkbox"/> Building Division Ukiah	<input checked="" type="checkbox"/> CALFIRE (Land Use)	<input checked="" type="checkbox"/> Redwood Valley Rancheria
<input checked="" type="checkbox"/> Department of Transportation (DOT)	<input checked="" type="checkbox"/> CALFIRE (Resource Management)	<input checked="" type="checkbox"/> Sherwood Valley Band of Pomo Indians

ADDITIONAL INFORMATION:

STAFF PLANNER: MARK CLISER

DATE: 11/06/19

ENVIRONMENTAL DATA

1. MAC:

GIS

NA

2. FIRE HAZARD SEVERITY ZONE:

CALFIRE FRAP maps/GIS

Moderate

3. FIRE RESPONSIBILITY AREA:

CALFIRE FRAP maps/GIS

Calfire

4. FARMLAND CLASSIFICATION:

GIS

NA

5. FLOOD ZONE CLASSIFICATION:

FEMA Flood Insurance Rate Maps (FIRM)

NO

6. COASTAL GROUNDWATER RESOURCE AREA:

Coastal Groundwater Study/GIS

NA

7. SOIL CLASSIFICATION:

Mendocino County Soils Study Eastern/Western Part

Western

8. PYGMY VEGETATION OR PYGMY CAPABLE SOIL:

LCP maps, Pygmy Soils Maps; GIS

Soil

9. WILLIAMSON ACT CONTRACT:

GIS/Mendocino County Assessor’s Office

NO

10. TIMBER PRODUCTION ZONE:

GIS

NO

11. WETLANDS CLASSIFICATION:

GIS

NA

12. EARTHQUAKE FAULT ZONE:

Earthquake Fault Zone Maps; GIS

NO

13. AIRPORT LAND USE PLANNING AREA:

Airport Land Use Plan; GIS

NO

14. SUPERFUND/BROWNFIELD/HAZMAT SITE:

GIS; General Plan 3-11

NO

15. NATURAL DIVERSITY DATABASE:

CA Dept. of Fish & Wildlife Rarefind Database/GIS

NO

16. STATE FOREST/PARK/RECREATION AREA ADJACENT:

GIS; General Plan 3-10

NA

17. LANDSLIDE HAZARD:

Hazards and Landslides Map; GIS; Policy RM-61; General Plan 4-44

NA

18. WATER EFFICIENT LANDSCAPE REQUIRED:

Policy RM-7; General Plan 4-34

NA

19. WILD AND SCENIC RIVER:

www.rivers.gov (Eel Only); GIS

NA

20. SPECIFIC PLAN/SPECIAL PLAN AREA:

Various Adopted Specific Plan Areas; GIS

NA

21. STATE CLEARINGHOUSE REQUIRED:

Policy

NA

22. OAK WOODLAND AREA:

USDA

NA

23. HARBOR DISTRICT:

Sec. 20.512

NA



Planning and Building
Services

Case No:	AP 2019-0082
CalFire No:	
Date Filed:	9-12-19
Fee:	\$ 2,213
Receipt No:	PRS-030274
Received By:	Kelli Cronenberger
Office use only	

APPLICATION FORM

APPLICANT

Name: Your town online DBA Phone: 707-459-0824
willits online
Mailing Address: PO Box 14038
City: Santa Rosa State/Zip: CA 95402 email: mholmen@willitsonline.com

PROPERTY OWNER

Name: Nathaniel Clark Phone: 941-720-5885
Mailing Address: 20751 Locust St
City: Willits CA State/Zip: 95490 email: N/A

AGENT

Name: Michael Holmen Phone: 707-459-0824
Mailing Address: PO Box 14038
City: Santa Rosa State/Zip: CA 95402 email: mholmen@willitsonline.com
Parcel Size: 1.61 Acres (Sq. feet/Acres) Address of Property: 20751 Locust St, Willits, CA 95490
Assessor Parcel Number(s): 038-330-32

TYPE OF APPLICATION:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Administrative Permit | <input type="checkbox"/> Flood Hazard | <input type="checkbox"/> Rezoning |
| <input type="checkbox"/> Agricultural Preserve | <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Use Permit-Cottage |
| <input type="checkbox"/> Airport Land Use | <input type="checkbox"/> Land Division-Minor | <input type="checkbox"/> Use Permit-Minor |
| <input type="checkbox"/> CDP- Admin | <input type="checkbox"/> Land Division- Major | <input type="checkbox"/> Use Permit-Major |
| <input type="checkbox"/> CDP- Standard | <input type="checkbox"/> Land Division-Parcel | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Certificate of Compliance | <input type="checkbox"/> Land Division-Resubdivision | <input type="checkbox"/> Other |
| <input type="checkbox"/> Development Review | <input type="checkbox"/> Modification of Conditions | |
| <input type="checkbox"/> Exception | <input type="checkbox"/> Reversion to Acreage | |

I certify that the information submitted with this application is true and accurate.

Michael Holmen 9/6/18 N.C. 9/11/19
Signature of Applicant/Agent Date Signature of Owner Date

RECEIVED
SEP 12 2019

SITE AND PROJECT DESCRIPTION QUESTIONNAIRE

The purpose of this questionnaire is to relate information concerning your application to the Department of Planning and Building Services and other agencies who will be reviewing your project proposal. Please remember that the clearer picture that you give us of your project and the site, the easier it will be to promptly process your application. Please answer all questions. Those questions which do not pertain to your project please indicate "Not applicable" or "N/A".

THE PROJECT

1. Describe your project. Include secondary improvements such as wells, septic systems, grading, vegetation removal, roads, etc.

This is a pre-existing 30' tower structure
built for the sole purpose of providing
internet access to those who would otherwise
have no other options. The towers access points
will be powered by a solar array which is detailed
in the attached pages. there will be no ground disturbances
or any additional improvements.

2. Structures/Lot Coverage	Number of Units		Square Footage		
	Existing	Proposed	Existing	Proposed	Total
<input type="checkbox"/> Single Family <input type="checkbox"/> Mobile Home <input type="checkbox"/> Duplex <input type="checkbox"/> Multifamily <input checked="" type="checkbox"/> Other: <u>Communication Tower</u> <input checked="" type="checkbox"/> Other: <u>Solar Array</u>					
Total Structures Paved					
Area Landscaped Area					
Unimproved Area					
GRAND TOTAL (Equal to gross area of Parcel)					

3. If the project is commercial, industrial or institutional, complete the following:

Estimated employees per shift: 0

Estimated shifts per day: 0

Type of loading facilities proposed: N/A

4. Will the proposed project be phased? ☐ Yes ☒ No If yes, explain your plans for phasing:

5. Will vegetation be removed on areas other than the building sites and roads? ☐ Yes ☒ No Explain:

pre existing structure

6. Will the project involve the use or disposal of potentially hazardous materials such as toxic substances, flammables, or explosives? ☐ Yes ☒ No If yes, explain:

7. How much off-street parking will be provided?

	Number	Size
Number of covered spaces	<u>N/A</u>	<u></u>
Number of uncovered spaces	<u>N/A</u>	<u></u>
Number of standard spaces	<u>N/A</u>	<u></u>
Number of handicapped spaces	<u>N/A</u>	<u></u>
Existing Number of Spaces	<u></u>	
Proposed Additional Spaces	<u></u>	
Total	<u></u>	

8. Is any road construction or grading planned? ☐ Yes ☒ No If yes, grading and drainage plans may be required. Also, describe the terrain to be traversed (e.g., steep, moderate slope, flat, etc.).

9. For grading or road construction, complete the following:

A. Amount of cut	<u>N/A</u>	cubic yards
B. Amount of fill	<u>N/A</u>	cubic yards
C. Maximum height of fill slope	<u>N/A</u>	feet
D. Maximum height of cut slope	<u>N/A</u>	feet
E. Amount of import or export	<u></u>	cubic yards
F. Location of borrow or disposal site	<u></u>	

<p>10. Does the project involve sand removal, mining or gravel extraction? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, detailed extraction, reclamation and monitoring plans may be required?</p> <p>11. Will the proposed development convert land currently or previously used for agriculture to another use? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how many acres will be converted? _____ acres. An agricultural economic feasibility study may be required.</p> <p>12. Will the development provide public or private recreational opportunities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain below: _____ _____ _____ _____</p>	<p>13. Is the proposed development visible from State Highway 1 or other scenic route? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>14. Is the proposed development visible from a park, beach or other recreational area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>15. Does the development involve diking, filling, dredging or placing structures in open coastal water, wetlands, estuaries or lakes?</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Diking : <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Filling: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Dredging: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> </div> <div style="width: 45%;"> <p>Placement of structures in:</p> <p><input checked="" type="checkbox"/> open coastal waters</p> <p><input type="checkbox"/> wetlands</p> <p><input type="checkbox"/> estuaries</p> <p><input type="checkbox"/> lakes</p> </div> </div> <p style="text-align: center; font-size: 2em; margin-top: -20px;">NO</p> <p>If so, amount of material to be dredged or filled? _____ cubic yards.</p> <p>Location of dredged material disposal site? _____</p> <p>Has a U.S. Army Corps of Engineers permit been applied for? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p>16. Will there be any exterior lighting? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, describe below and identify the location of all exterior lighting on the plot plan and building plans. _____ _____</p>	
<p>17. Utilities will be supplied to the site as follows:</p> <p>A. Electricity:</p> <p><input type="checkbox"/> Utility Company (service exists to the parcel)</p> <p><input type="checkbox"/> Utility Company (requires extension of service to site: _____ feet _____ miles)</p> <p><input checked="" type="checkbox"/> On Site Generation - Specify: <u>Solar Array</u></p> <p>B. Gas:</p> <p><input type="checkbox"/> Utility Company/Tank</p> <p><input type="checkbox"/> On Site Generation - Specify: _____</p> <p><input checked="" type="checkbox"/> None</p> <p>C. Telephone: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p>18. What will be the method of sewage disposal?</p> <p><input type="checkbox"/> Community sewage system - Specify supplier <u>None</u></p> <p><input type="checkbox"/> Septic Tank</p> <p><input type="checkbox"/> Other - Specify: _____</p>	
<p>19. What will be the domestic water source:</p> <p><input type="checkbox"/> Community water system - Specify supplier <u>None</u></p> <p><input type="checkbox"/> Well</p> <p><input type="checkbox"/> Spring</p> <p><input type="checkbox"/> Other - Specify: _____</p>	

20. Are there any associated projects and/or adjacent properties under your ownership?
☐ Yes ☒ No If yes, explain (e.g., Assessor's Parcel Number, address, etc.):

21. List and describe any other related permits and other public approval required for this project, including those required by other County departments, city, regional, state and federal agencies:
Building permits for communications tower and solar

22. Describe the location of the site in terms of readily identifiable landmarks (e.g., mailboxes, mile posts, street intersections, etc.):
at the end of Locust st on the left.

23. Are there existing structures on the property? ☐ Yes ☐ No
 If yes, describe below, and identify the use of each structure on the plot plan or tentative map if the proposal is for a subdivision.
N/A

24. Will any existing structures be demolished or removed? ☐ Yes ☒ No
 If yes, describe the type of development to be demolished or removed, including the relocation site, if applicable.

25. Project Height. Maximum height of existing structures 40 feet. Maximum height of proposed structures 30 feet.

26. Gross floor area of existing structures 3500 square feet (including covered parking and accessory buildings). Gross floor area of proposed structures 2500 square feet (including covered parking and accessory buildings).

27. Lot area (within property lines): 1771 ☐ square feet ☒ acres.
1.61

28. Briefly describe the project site as it exists before the project, including information on existing structures and their uses, slopes, soil stability, plants and animals, and any cultural, historical or scenic aspects. Attach any photographs of the site that you feel would be helpful.
Residential Property.

29. Briefly describe the surrounding properties, including information on plants, animals and any cultural, historic or scenic aspects. Indicate the type of land use (use chart below) and its general intensity. Attach any photographs of the vicinity that you feel would be helpful.
Surrounding properties are residential with a few horses, cows, pets.

30. Indicate the surrounding land uses:

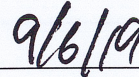
	North	East	South	West
Vacant			<input checked="" type="checkbox"/>	
Residential Agricultural	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Commercial Industrial				
Institutional Timberland				
Other				

CERTIFICATION AND SITE VIEW AUTHORIZATION- SUBMIT ONLY ONE COPY

1. I hereby certify that I have read this completed application and that, to the best of my knowledge, the information in this application, and all attached appendices and exhibits, is complete and correct. I understand that the failure to provide any requested information or any misstatements submitted in support of the application shall be grounds for either refusing to accept this application, for denying the permit, for suspending or revoking a permit issued on the basis of such misrepresentations, or for seeking of such further relief as may seem proper to the County.
2. I hereby grant permission for County Planning and Building Services staff and hearing bodies to enter upon and site view the premises for which this application is made in order to obtain information necessary for the preparation of required reports and render its decision.



Owner/Authorized Agent

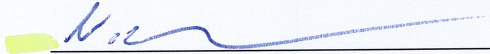


Date

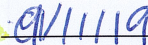
NOTE: IF SIGNED BY AGENT, OWNER MUST SIGN BELOW.

AUTHORIZATION OF AGENT

I hereby authorize Michael Holmen to act as my representative and to bind me in all matters concerning this application.



Owner



Date

MAIL DIRECTION

To facilitate proper handling of this application, please indicate the names and mailing addresses of individuals to whom you wish correspondence and/or staff reports mailed if different from those identified on Page 1 of the application form.

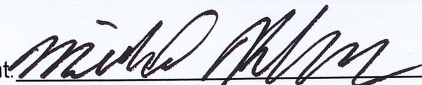
Name	Name	Name
Mailing Address	Mailing Address	Mailing Address

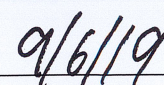
INDEMNIFICATION AND HOLD HARMLESS

ORDINANCE NO. 3780, adopted by the Board of Supervisors on June 4, 1991, requires applicants for discretionary land use approvals, to sign the following Indemnification Agreement. Failure to sign this agreement will result in the application being considered incomplete and withheld from further processing.

INDEMNIFICATION AGREEMENT

As part of this application, applicant agrees to defend, indemnify, release and hold harmless the County of Mendocino, its agents, officers, attorneys, employees, boards and commissions, as more particularly set forth in Mendocino County Code Section 1.04.120, from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application or adoption of the environmental document which accompanies it. The indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent, passive or active negligence on the part of the County, its agents, officers, attorneys, employees, boards and commissions.

Applicant: 

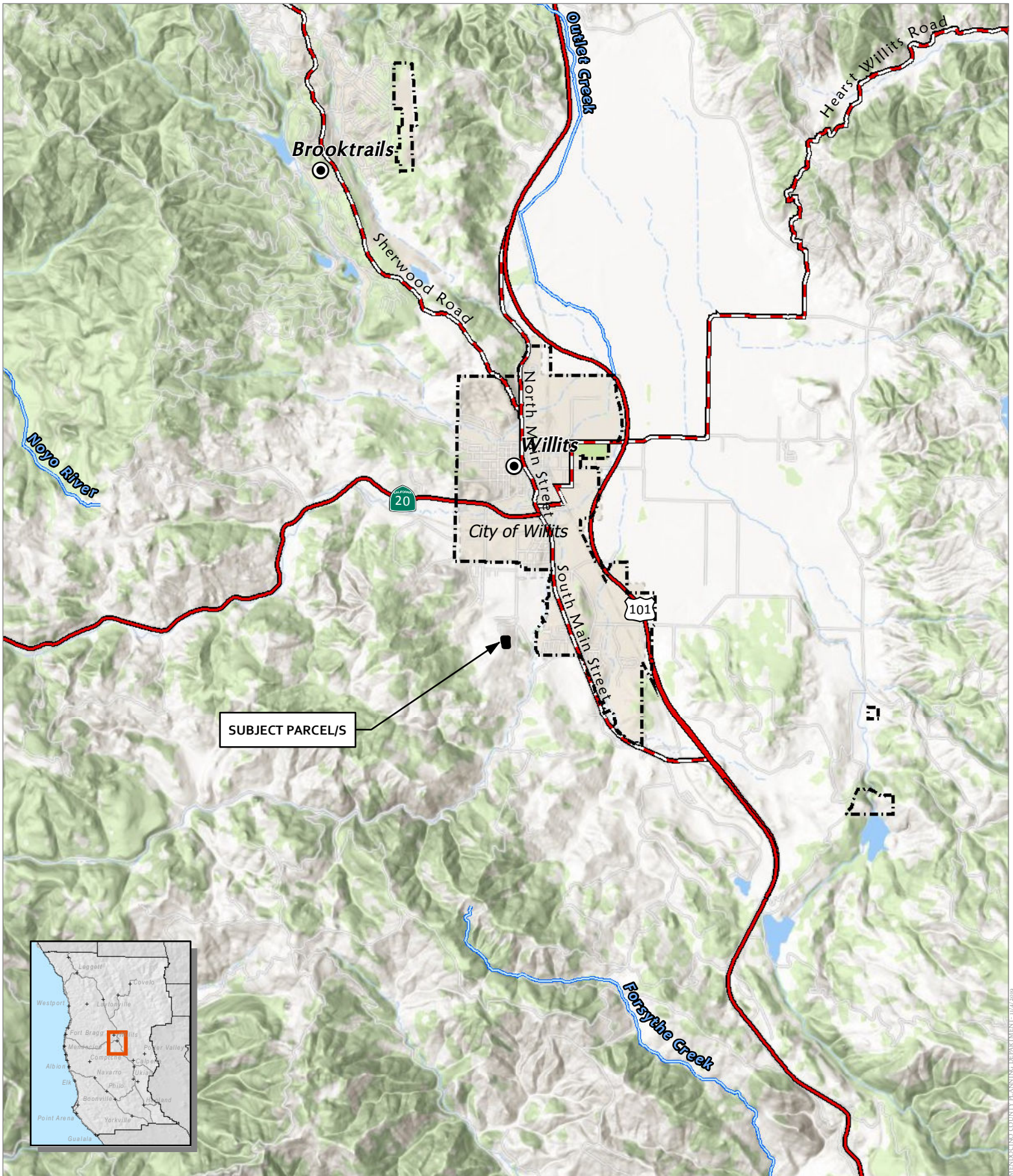
Date: 

COASTAL ZONE DEVELOPMENT






COMPLETE FOR PROJECTS LOCATED IN THE COASTAL ZONE ONLY

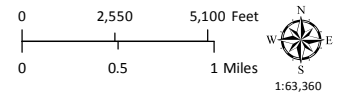
List all property owners within 300 feet, and occupants within 100 feet along with the corresponding Assessor's Parcel Number for each owner/occupant. **This form must be typed.**

AP# 000-000-00 LASTNAME, FIRSTNAME STREET ADDRESS CITY, STATE ZIP		



CASE: **AP 2019-0082**
 OWNER: **CLARKE, Verne (Life Est.)**
 APN: **038-330-32**
 APLCT: **Willits Online**
 AGENT: **Michael Holmen**
 ADDRESS: **20751 Locust Street, Willits**

-  Major Towns & Places
-  City Limits
-  Major Rivers
-  Highways
-  Major Roads

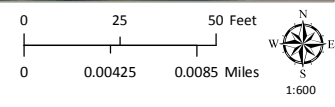


LOCATION MAP



CASE: AP 2019-0082
OWNER: CLARKE, Verne (Life Est.)
APN: 038-330-32
APLCT: Willits Online
AGENT: Michael Holmen
ADDRESS: 20751 Locust Street, Willits

Public Roads



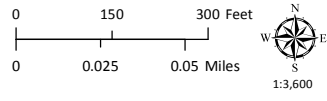
AERIAL IMAGERY



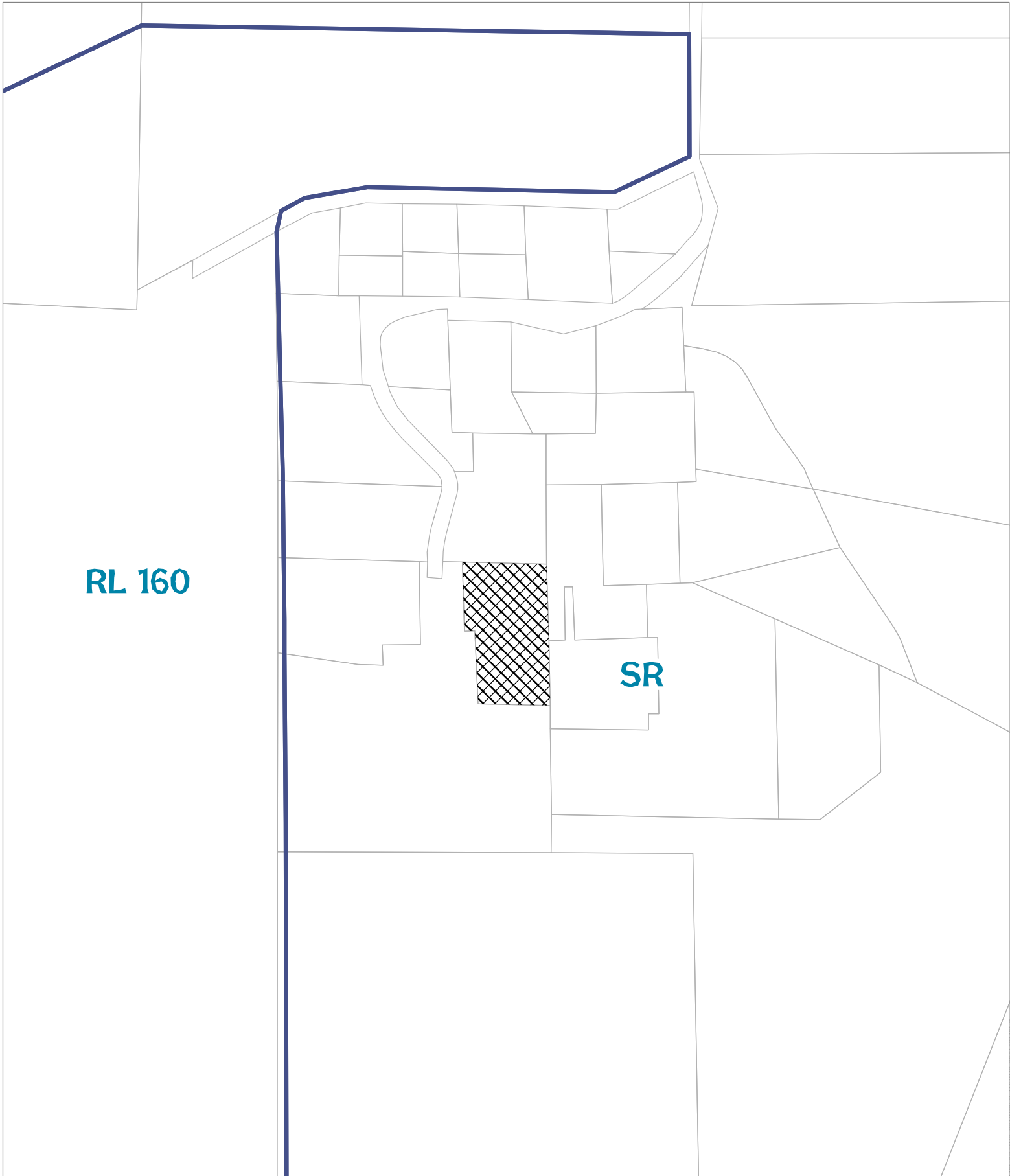
MENDOCINO COUNTY PLANNING DEPARTMENT - 11/7/2019

CASE: AP 2019-0082
OWNER: CLARKE, Verne (Life Est.)
APN: 038-330-32
APLCT: Willits Online
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 Zoning Districts




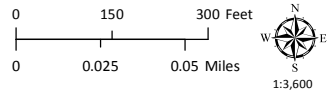
ZONING DISPLAY MAP



MENDOCINO COUNTY PLANNING DEPARTMENT - 11/7/2019

CASE: AP 2019-0082
OWNER: CLARKE, Verne (Life Est.)
APN: 038-330-32
APLCT: Willits Online
AGENT: Michael Holmen
ADDRESS: 20751 Locust Street, Willits

 General Plan Classes



GENERAL PLAN CLASSIFICATIONS

038-330-19
JON MCKEE
20850 LOCUST ST
SR 40K 0 A±

038-330-20
ANGUS MATHESON
20800 LOCUST ST
SR 40K 0 A±

038-330-25
EYAL SEGAL
20801 LOCUST ST
SR 40K 1.43 A±

038-330-29
ARDEN DEJUNG
SR 40K 0 A±

038-470-02
ALFRED HUSARY
20930 EAST TATTERSFIELD HIL
SR 40K 1.48 A±

038-330-31
GERALD TURNER
20960 EAST TATTERSFIELD HIL
SR 40K 0 A±

038-330-27
SUZANNE MATHESON
20750 LOCUST ST
SR 40K 0 A±

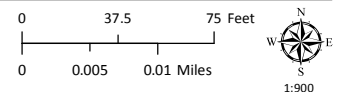
038-330-32
VERNE CLARK
20751 LOCUST ST
SR 40K 0 A±

038-201-07
CATHERINE GLYER
20741 LOCUST ST
SR 40K 7.3 A±

038-470-01
ALFRED HUSARY
20920 EAST TATTERSFIELD HIL
SR 40K 1.4 A±

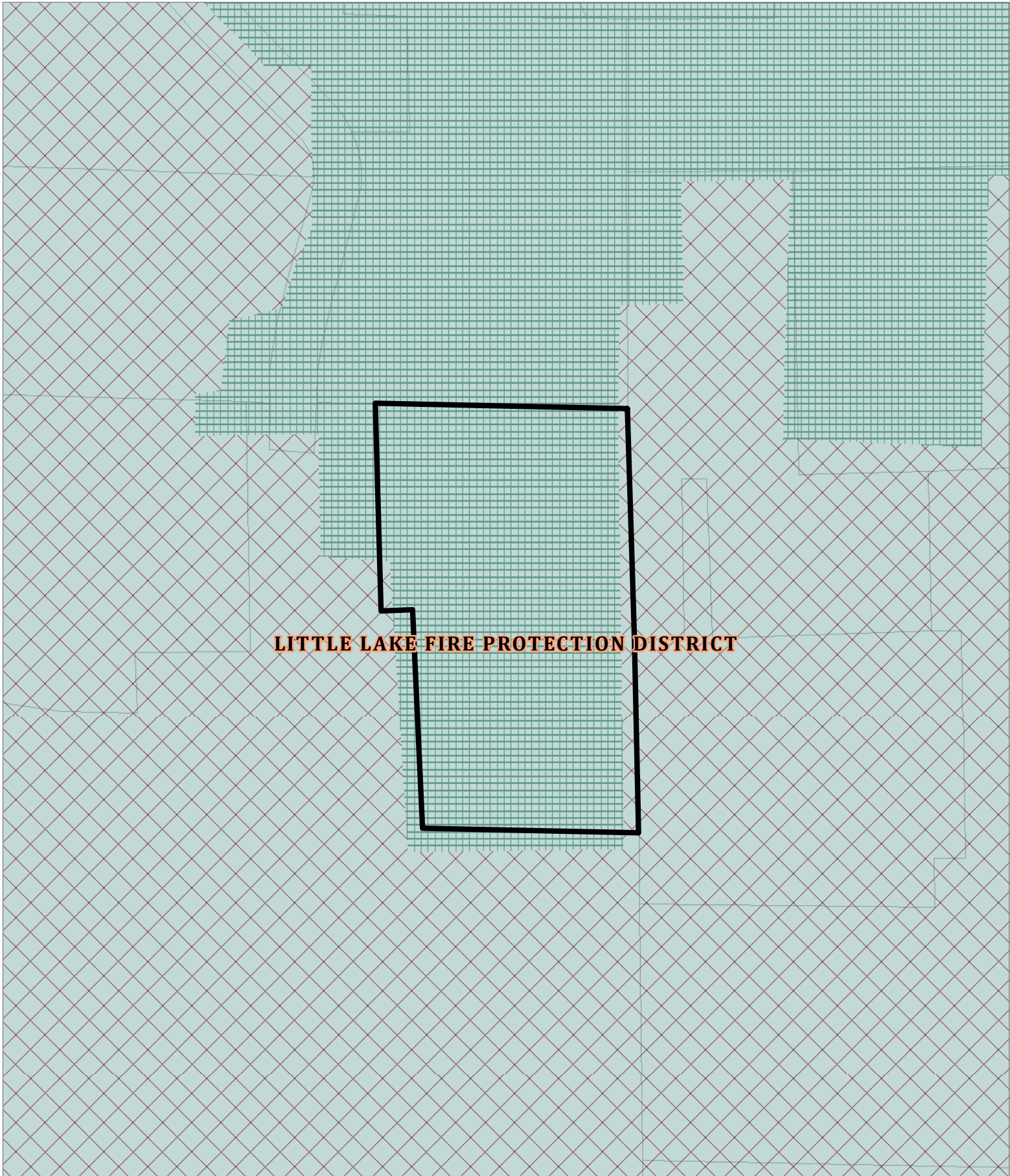
038-470-03
JERI GARCIA
20941 EAST TATTERSFIELD HIL
SR 40K 4.91 A±

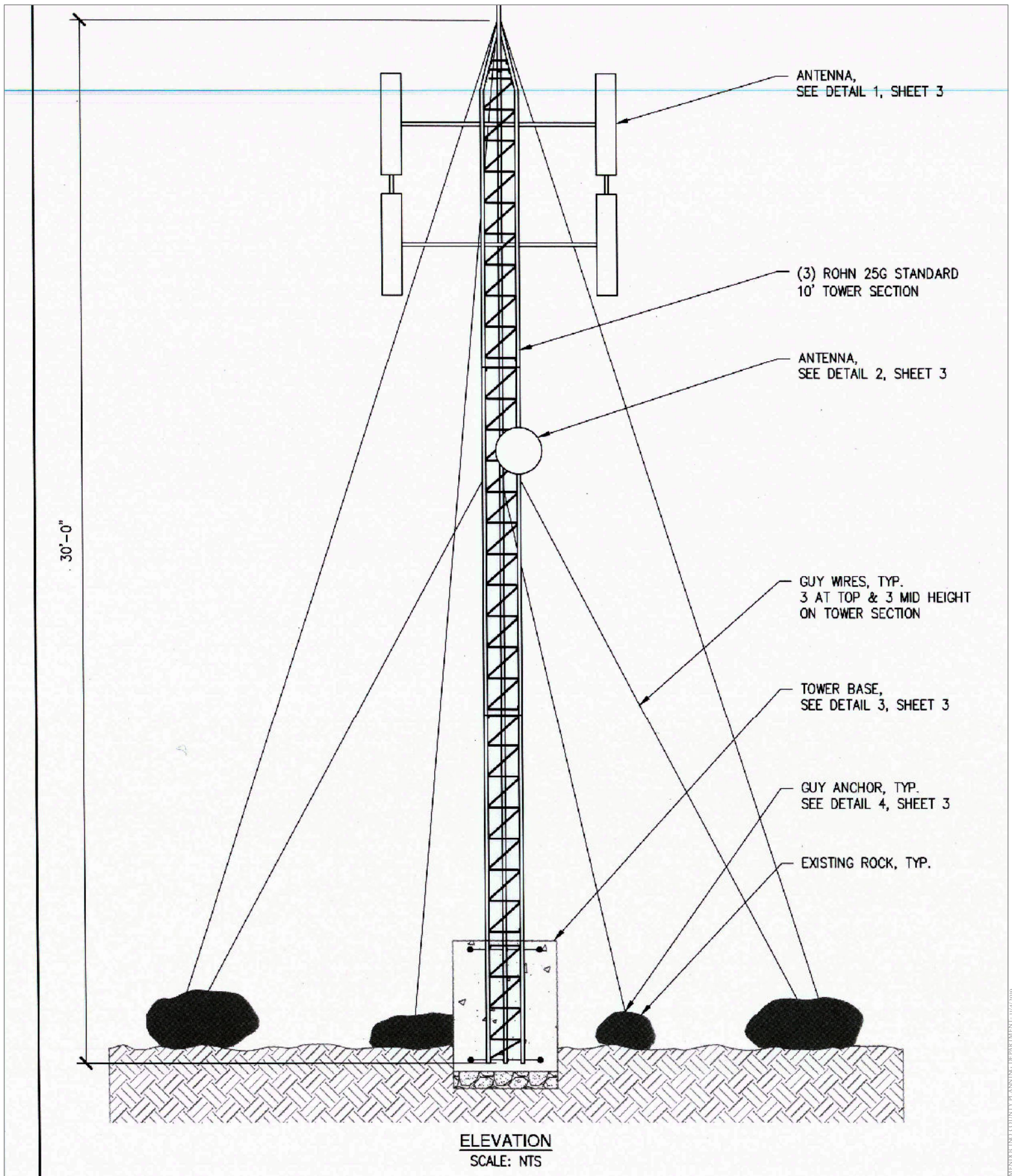
CASE: AP 2019-0082
OWNER: CLARKE, Verne (Life Est.)
APN: 038-330-32
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AGENT: Michael Holmen
ADDRESS: 20751 Locust Street, Willits



ADJACENT PARCELS

MENDOCINO COUNTY PLANNING DEPARTMENT - 11/7/2019





MENDOCINO COUNTY PLANNING DEPARTMENT 11/7/2019

CASE: AP 2019-0082
 OWNER: CLARKE, Verne (Life Est.)
 APN: 038-330-32
 APLCT: Willits Online
 AGENT: Michael Holmen
 ADDRESS: 20751 Locust Street, Willits

NO SCALE

ELEVATIONS