



PLANNING COMMISSION MEETING

Clearlake City Hall Council Chambers
14050 Olympic Dr, Clearlake, CA

Tuesday, June 14, 2022

6:00 PM

The Planning Commission meetings are viewable in person in the Council Chambers, via livestreaming on the City's YouTube Channel (https://www.youtube.com/channel/UCTyifT_nKS-3woxEu1ilBXA) or "Lake County PEG TV Live Stream" at <https://www.youtube.com/user/LakeCountyPegTV/featured> and the public may participate through Zoom at the link listed below. The public can submit comments and questions in writing for Commission consideration by sending them to the Administrative Services Director/City Clerk at mswanson@clearlake.ca.us. To give the Planning Commission adequate time to review your questions and comments, please submit your written comments prior to 4:00 p.m. on the day of the meeting.

AGENDA

MEETING PROCEDURES: *All items on agenda will be open for public comments before final action is taken. Citizens wishing to introduce written material into the record at the public meeting on any item are requested to provide a copy of the written material to the Administrative Services Director/City Clerk prior to the meeting date so that the material may be distributed to the Planning Commission prior to the meeting. Speakers must restrict comments to the item as it appears on the agenda and stay within a three minutes time limit. The Mayor has the discretion of limiting the total discussion time for an item.*

AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

If you need disability related modification, including auxiliary aids or services, to participate in this meeting, please contact Melissa Swanson, Administrative Services Director/City Clerk at the Clearlake City Hall, 14050 Olympic Drive, Clearlake, California 95422, phone (707) 994-8201, ext 106, or via email at mswanson@clearlake.ca.us at least 72 hours prior to the meeting, to allow time to provide for special accommodations.

AGENDA REPORTS

Staff reports for each agenda item are available for review at www.clearlake.ca.us. Any writings or documents pertaining to an open session item provided to a majority of the Planning Commission less than 72 hours prior to the meeting, shall be made available for public inspection on the City's website at www.clearlake.ca.us.

Zoom Link: <https://clearlakeca.zoom.us/j/88066952814>

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE**C. ADOPTION OF THE AGENDA** *(This is the time for agenda modifications.)*

D. PUBLIC COMMENT: *This is the time for any member of the public to address the Planning Commission on any matter not on the agenda that is within the subject matter jurisdiction of the City. **The Brown Act, with limited exceptions, does not allow the Commission or staff to discuss issues brought forth under Public Comment.** The Commission cannot take action on non-agenda items. Concerns may be referred to staff or placed on the next available agenda. Please note that comments from the public will also be taken on each agenda item. Comments shall be limited to three (3) minutes per person.*

E. CONSENT AGENDA: *All items listed under the Consent Agenda are considered to be routine in nature and will be approved by one motion. There will be no separate discussion of these items unless a member of the Commission requests otherwise, or if staff has requested a change under Adoption of the Agenda, in which case the item will be removed for separate consideration. Any item so removed will be taken up following the motion to approve the Consent Agenda.*

1. Minutes of May 24, 2022 Planning Commission Meeting
Recommended Action: Receive and file.

2. Determination of General Plan Consistency and environmental determination prior to the conveyance of real property by a government agency, pursuant to Government Code 65402. The assessor parcel number of the property is 042-234-620-000,16626 3rd Avenue, Clearlake, CA 95422.

F. PUBLIC HEARING**G. BUSINESS**

3. Presentation of Planning Commission Norms and Procedures

H. CITY MANAGER AND COMMISSIONER REPORTS**I. FUTURE AGENDA ITEMS****J. ADJOURNMENT**

POSTED: June 08, 2022

BY:



Melissa Swanson, Administrative Services Director/City Clerk



PLANNING COMMISSION MEETING

Clearlake City Hall Council Chambers
14050 Olympic Dr, Clearlake, CA

Tuesday, May 24, 2022

6:00 PM

MINUTES

Zoom Link: <https://clearlakeca.zoom.us/j/88041939724>

A. ROLL CALL

PRESENT

Vice Chair Robert Coker
Commissioner Erin McCarrick
Commissioner Fawn Williams
Commissioner Lisa Wilson
Commissioner Terry Stewart

B. PLEDGE OF ALLEGIANCE

C. ADOPTION OF THE AGENDA

Voting Yea: Vice Chair Coker, Commissioner McCarrick, Commissioner Williams, Commissioner Wilson, Commissioner Stewart

D. PUBLIC COMMENT:

There were no public comments.

E. CONSENT AGENDA:

1. Minutes of the May 10, 2022 Meeting
Recommended action: Receive and file

Motion made by Commissioner McCarrick, Seconded by Commissioner Williams.
Voting Yea: Vice Chair Coker, Commissioner McCarrick, Commissioner Williams, Commissioner Wilson, Commissioner Stewart.

F. PUBLIC HEARING

2. Consideration of Conditional Use Permit Application, CUP 2022-12, Design Review, DR 2022-02 and Categorical Exemption CE 2022-11, to allow the development and operation of a Mixed-Use Commercial and Residential Development located at 6653 & 6673 Old Highway 53; Clearlake, CA 95422 further described as Assessor Parcel Numbers (APNs) 040-376-20 and 040-376-21.

Senior Planner Mark Roberts read the staff report.

Mr. King asked clarifying questions on the project.

Dave Hughes asked clarifying questions on the project.

Motion made by Commissioner McCarrick, Seconded by Commissioner Williams.
Voting Yea: Vice Chair Coker, Commissioner McCarrick, Commissioner Williams, Commissioner Wilson, Commissioner Stewart.

3. Consideration *Conditional Use Permit Applications CUP 2021-28, through CUP 2021-31*, corresponding environmental assessment/Mitigated Negative Declaration (IS 2021-05) and Development Agreement, DA 2022-01 to establish and operate a Commercial Cannabis facility located at 2250 Ogulin Canyon Drive, Clearlake, CA 95422 further described as Assessor parcel Number 010-044-19.

6:23pm Commissioner McCarrick recused herself due to conflict of interest and financial interest in the project.

John Lane spoke about the Hydrology report and against the project.

Steven Luu spoke in favor of the project.

David Gulsby spoke against the project.

Dave Hughes spoke against the project.

Sara Baugner spoke in favor of the project.

Jennifer Smith spoke in favor of the project.

Brett Freeman spoke in favor of the project.

Written public comment from Nara Dahlbacka in favor of the project read aloud.

Item 1

Motion made by Commissioner Wilson, Seconded by Commissioner Williams.
Voting Yea: Commissioner Williams, Commissioner Wilson, Commissioner Stewart
Voting Nay: Vice Chair Coker
Voting Abstaining: Commissioner McCarrick

Item 2

Motion made by Commissioner Wilson, Seconded by Commissioner Williams.
Voting Yea: Commissioner Williams, Commissioner Wilson, Commissioner Stewart
Voting Nay: Vice Chair Coker
Voting Abstaining: Commissioner McCarrick

H. CITY MANAGER AND COMMISSIONER REPORTS

Commissioner McCarrick rejoined the meeting at 7:14pm.

City Manager Alan Flora gave his report.

I. FUTURE AGENDA ITEMS

No future items.

J. ADJOURNMENT

The meeting was adjourned at 7:18pm.

BY:



Justin Sturgill: Secretary/Permit Technician



**CITY OF CLEARLAKE
Planning Commission**

STAFF REPORT	
SUBJECT: General Plan Consistency Determination, GPCD 2022-03 Categorical Exemption, CE 2022-15	MEETING DATE (Regular): 06/14/2022
SUBMITTED BY: Michael Taylor, Planning Department	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	
LOCATION: 16626 3rd Avenue Clearlake, CA 95422 042-234-620 APN: -000	APPLICANT/OWNER: Cynthia L. Chiechi & Richard T. Chiechi
ZONING: Rural Residential, "RR"	GENERAL PLAN: Medium Density Residential

WHAT IS BEING ASKED OF THE PLANNING COMMISSION

The Planning Commission is being asked to make a determination of General Plan Consistency and environmental determination prior to the conveyance of real property by a government agency, pursuant to Government Code 65402. The assessor parcel number of the property is 042-234-620-000, and is commonly known as 16626 3rd Avenue, Clearlake, CA 95422.

BACKGROUND/DISCUSSION

The parcel is located approximately 2,100 feet east of Konocti Avenue and 500 feet north of Dam Road. The parcel is approximately 0.110 acres in size with an average cross slope of less than 10%. According to the Assessor Parcel Map, there are two contiguous lots within the subject parcel. Each lot is approximately 25 feet in width with a depth of 100 feet (2,500 square feet each). The property could be developed with a single-family residence, be part of the Homestead Program or may be purchased from the City. All development shall adhere to all current requirements/regulations.

Roads

The surrounding roadways are unimproved.

Water Service

Per Konocti Water District, the nearest water line is a 6-inch pipe along Konocti Avenue.

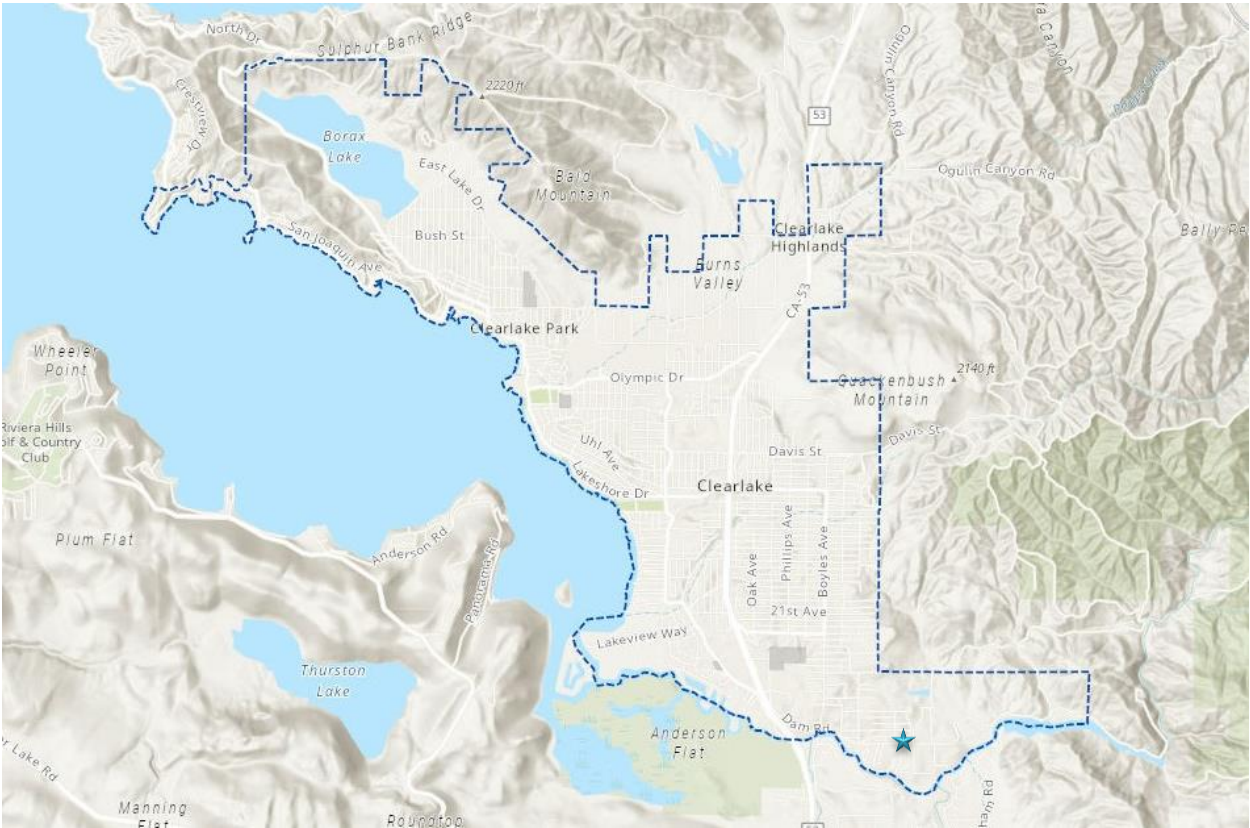
Public Sewer

Per Lake County Special Districts, the nearest sewer line is located at Dam Road/Wilkinson Avenue.

Groundwater Well/Septic System

Per Lake County Environmental Health, there are no known onsite waste management systems (septic) and/or wells.

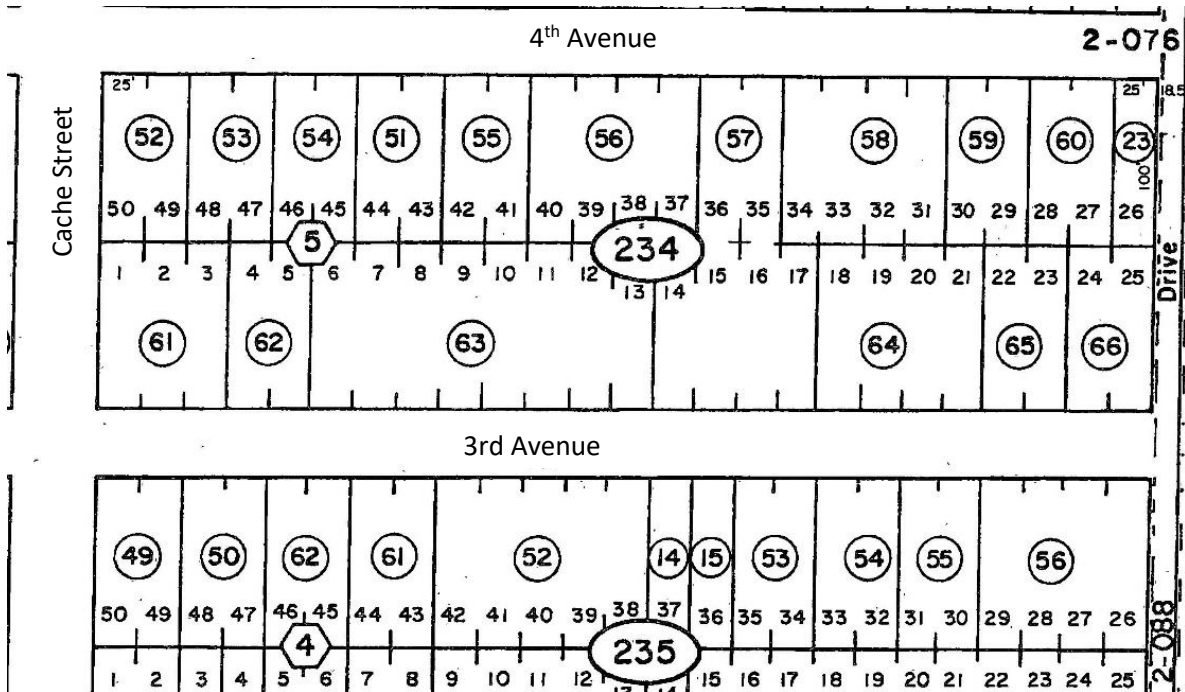
Location Map



Neighborhood Location Map



**Assessor Parcel Map, APN 042-234-62
(Showing Two Lots within one APN)**



GENERAL PLAN AND ZONING ORDINANCE CONFORMITY

General Plan:

The parcel and surrounding area are designated as Medium Density Residential which allows for low density concentrations of single-family homes up to 15 dwelling units per acres and compatible uses. Applicable General Plan element policy areas:

- *Land Use*
- *Housing*
- *Public Facilities*

Zoning Ordinance:

Land Use Designation of “RR” Rural Residential allows for a maximum density of one (1) dwelling unit per net acre. The minimum lot size is one and one-quarter (1.25) acres. This zone allows for low density concentrations of single-family homes and compatible uses.

ENVIRONMENTAL REVIEW (CEQA Analysis)

This General Plan Consistency Report is exempt from the California Environmental Quality Act (CEQA) under Section 15061 (b)(3) (Common Sense Exemption) and therefore does not require an environmental determination process. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA review. Future development of the site will be subject to additional environmental analysis.

ENABLING PROVISIONS OF THE PLANNING COMMISSION

Government Code Section 65402 states that prior to the conveyance of real property by a government agency, the planning agency must first make the finding that the location, extent, and purpose of such conveyance is in conformance with the General Plan. The city is requesting a determination of General Plan consistency for the proposed transfer of 16626 3rd Avenue, Clearlake, CA 95422.

RECOMMENDATION

Staff recommends option 1 below – that the Planning Commission move to Adopt Resolution PC 2022-13, a Resolution of the Planning Commission of the City of Clearlake finding that the location, extent, and purpose of such conveyance is in conformance with the City of Clearlake General Plan.

MOTION/OPTIONS

1. Move to Adopt Resolution PC 2022-13, A Resolution of the Planning Commission of the City of Clearlake finding that the location, extent, and purpose of such conveyance is in conformance with the City of Clearlake General Plan.
2. Move to Deny Resolution PC 2022-13 and direct staff to prepare appropriate findings.
3. Move to continue the item and provide alternate direction to staff.

ATTACHMENT(S)

1. Resolution PC 2022-13
2. Grant Deed and Correspondence

RESOLUTION NO. PC 2022-13

**A Resolution of the Planning Commission of the
City of Clearlake General Plan Consistency Determination GPCD 2022-03
for the property located at 16626 3rd Avenue, Clearlake CA 95422, further described
as Assessor Parcel Number (APN) 042-234-620-000.**

WHEREAS, State Government Code Section 65402 stipulates that prior to the acquisition of real property by a government agency, the planning agency of the jurisdiction in which said property is located must first make the finding that the transfer of said real property is in conformity with the adopted General Plan of the local jurisdiction; and

WHEREAS, the proposed Project is located on real property in the incorporated portions of the City more particularly described as APN 042-234-620-000; and

WHEREAS, the project is Exempt from the California Environmental Quality Act under Section 15061 (b)(3); and

WHEREAS, the Planning Commission of the City of Clearlake has reviewed and considered the staff report, testimony, and evidence at a regular meeting on June 14, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Clearlake makes the following findings:

- 1) The acquisition of this property is consistent with the adopted goals, objectives, and polices of the General Plan.

PASSED AND ADOPTED on this 14th day of June 2022 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Chairman, Planning Commission

ATTEST: _____
City Clerk, Planning Commission

SacValleyLaw^{LLP}

SERVING THE VALLEY SINCE 1936

June 8, 2021

Return Receipt No. 7015 0640 0007 3212 7467

Tina Viramontes
Facilities Coordinator/Deputy City Clerk
City of Clearlake
14050 Olympic Dr.
Clearlake, CA 95422

Re: APN 042-234-620

Dear Mrs. Viramontes,

As we discussed today, enclosed is the original Grant Deed and Preliminary Change of Ownership Report for Lake County parcel number 042-234-620. Our clients, Richard and Cynthia Chiechi want to give the property to the City of Clearlake.

Please provide the deed to the council members for approval. Once done, either record the deed or return it to me and I'll record it. Regardless, if you'd let me know the outcome of the meeting, I'd appreciate it.

Sincerely,

SacValleyLaw LLP



Sara Mull, Legal Secretary
to Brian C. Hamman

sm
Enclosures

GRIDLEY OFFICE

660 Ohio Street
Gridley, CA 95948

CHICO OFFICE

341 Broadway, Suite 201
Chico, CA 95928

JOHN T. HARRIS*
john@sacvalleylaw.com

BRIAN C. HAMMAN
brian@sacvalleylaw.com

JACKSON GLICK*
jackson@sacvalleylaw.com

CHRISTOPHER Q. HECKMAN
chris@sacvalleylaw.com

**Certified Specialist In Estate
Planning, Trust & Probate Law.*

**Mailing address for both
locations:**

P. O. Box 908
Gridley, CA 95948

RECORDING REQUESTED BY
Brian C. Hamman

AND WHEN RECORDED MAIL TO:

City of Clearlake
14050 Olympic Drive
Clear Lake, CA 95422

Space Above This Line for Recorder's Use Only

A.P.N.: 042-234-620

GRANT DEED

The undersigned Grantors declare under the penalty of perjury that the following is true and correct:

Documentary transfer tax is NONE. *Not pursuant to a sale. No consideration. Rev.& Tax Code Section 11911.*

___ City of x Unincorporated Area

FOR NO CONSIDERATION, GRANTORS CYNTHIA L. CHIECHI and RICHARD T. CHIECHI, Wife and Husband as Joint Tenants, hereby GRANT TO THE CITY OF CLEARLAKE, all their right, title and interest in that real property situate in the County of Lake, State of California, described as attached in Exhibit "A".

PLEASE SEE EXHIBIT 'A' ATTACHED HERETO.

Dated: 6-2-2021

Cynthia L. Chiechi
Cynthia L. Chiechi

Dated: 6-2-2021

Richard T. Chiechi
Richard T. Chiechi

PLEASE MAIL TAX STATEMENTS TO:

City of Clearlake, 14050 Olympic Drive, Clear Lake, CA 95422

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document

State of California)
County of Butte)

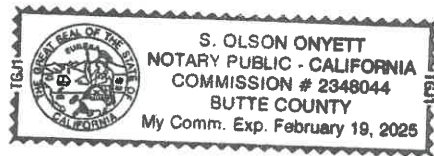
On June 2, 2021, before me, S. OLSON ONYETT, Notary Public, personally appeared, CYNTHIA L. CHIECHI and RICHARD T. CHIECHI, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

S. Olson Onyett

Signature



(Seal)

EXHIBIT "A"

The following described Lots as shown on that certain map entitled "TRACT NO. 1 CLEAR LAKE HIGHLANDS", filed for record in the office of the County Recorder of said Lake County of July 25, 1923, in Book 3, of Town Maps, at page 41, including: Lots 4 and 5, in Block 5.

TOGETHER WITH an appurtenant easement for the use of certain real property commonly known as SHADY NOOK CAMP, which said Shady Nook Camp is more particularly described in a certain deed from Howard D. Day, et. ux, to Leisure Lands, Inc., a corporation, dated June 20, 1962, on the following express terms and conditions:

1. Said easement shall be for the use in common with all persons to whom Grantor conveys lots or parcels within tracts Nos. 1, 2, and 5 CLEARLAKE HIGHLANDS.
2. Said easement shall be limited to beach, boating, park, pleasure swimming and recreational uses only, and no commercial use shall be permitted.
3. No building or structure of any kind shall be built, placed or maintained on or in said Shady Nook Camp area without the written consent of Leisure Lands, Inc., its successors or assigns, and said Leisure Lands, Inc., its successors and assigns shall in nowise be responsible or liable for the maintenance of said area. Said area shall be at all times be kept in a clean and sanitary condition by the persons for whose benefits said easements is given.
4. Said easements shall be forever subject to the right of Leisure Lands, Inc., a corporation, its successors and assigns, to, at any time, convey to any duly constituted water district, mutual water company, or public utility, any area of said Shady Nook Camp not in excess of 2500 square feet, and upon such conveyance, said easements shall cease and be of no further force and effect whatsoever as to said lands so conveyed. Said easements shall further cease and be of no force and effect whatsoever upon the conveyance of the balance of said Shady Nook Camp area to any community service district, public district, or private organization or association which represents more than 50% of assessed valuation of lands conveyed by Grantor, her heirs and assigns to parties who are owners of the within easements.
5. Subject to the effect of the conditions, restrictions, reservations, easements and rights of way as set forth or referred to in deeds to owners of lots within this subdivision from the original subdivider.

APN.042-234-620



Richard Ford
County Assessor-Recorder

Section E, Item 2.

Lake County Courthouse
255 North Forbes Street
Lakeport, CA 95453
Assessor's Office Phone: 707-263-2302
Recorder's Office Phone: 707-263-2293
Fax: 707-263-3703

PRELIMINARY CHANGE OF OWNERSHIP REPORT

To be completed by the transferee (buyer) prior to a transfer of subject property, in accordance with section 480.3 of the Revenue and Taxation Code. A Preliminary Change of Ownership Report must be filed with each conveyance in the County Recorder's office for the county where the property is located.

NAME AND MAILING ADDRESS OF BUYER/TRANSFEREE
(Make necessary corrections to the printed name and mailing address)

City of Clear Lake
14050 Olympic Drive
Clearlake, CA 95422

ASSESSOR'S PARCEL NUMBER
042-234-620
SELLER/TRANSFEROR
Cynthia L. Chiechi & Richard T. Chiechim H&W
BUYER'S DAYTIME TELEPHONE NUMBER
BUYER'S EMAIL ADDRESS

STREET ADDRESS OR PHYSICAL LOCATION OF REAL PROPERTY

16626 3rd Avenue, Clearlake, CA 95422

YES NO This property is intended as my principal residence. If YES, please indicate the date of occupancy or intended occupancy. MO DAY YEAR

YES NO Are you a disabled veteran or a unmarried surviving spouse of a disabled veteran who was compensated at 100% by the Department of Veterans Affairs?

MAIL PROPERTY TAX INFORMATION TO (NAME)

City of Clearlake

MAIL PROPERTY TAX INFORMATION TO (ADDRESS)

14050 Olympic Drive

CITY

Clearlake

STATE

CA

ZIP CODE

95422

PART 1. TRANSFER INFORMATION

Please complete all statements.

- YES NO This section contains possible exclusions from reassessment for certain types of transfers.
A. This transfer is solely between spouses...
B. This transfer is solely between domestic partners...
C. This is a transfer: between parent(s) and child(ren) between grandparent(s) and grandchild(ren).
Was this the transferor/grantor's principal residence? YES NO
D. This transfer is the result of a cotenant's death. Date of death
E. This transaction is to replace a principal residence owned by a person 55 years of age or older. Within the same county? YES NO
F. This transaction is to replace a principal residence by a person who is severely disabled. Within the same county? YES NO
G. This transaction is to replace a principal residence substantially damaged or destroyed by a wildfire or natural disaster for which the Governor proclaimed a state of emergency. Within the same county? YES NO
H. This transaction is only a correction of the name(s) of the person(s) holding title to the property (e.g., a name change upon marriage). If YES, please explain:
I. The recorded document creates, terminates, or reconveys a lender's interest in the property.
J. This transaction is recorded only as a requirement for financing purposes or to create, terminate, or reconvey a security interest (e.g., cosigner). If YES, please explain:
K. The recorded document substitutes a trustee of a trust, mortgage, or other similar document.
L. This is a transfer of property:
1. to/from a revocable trust that may be revoked by the transferor and is for the benefit of the transferor, and/or the transferor's spouse registered domestic partner.
2. to/from an irrevocable trust for the benefit of the creator/grantor/trustor and/or grantor's/trustor's spouse grantor's/trustor's registered domestic partner.
M. This property is subject to a lease with a remaining lease term of 35 years or more including written options.
N. This is a transfer between parties in which proportional interests of the transferor(s) and transferee(s) in each and every parcel being transferred remain exactly the same after the transfer.
O. This is a transfer subject to subsidized low-income housing requirements with governmentally imposed restrictions, or restrictions imposed by specified nonprofit corporations.
P. This transfer is to the first purchaser of a new building containing an active solar energy system.
Q. Other. This transfer is to

* Please refer to the instructions for Part 1.

Please provide any other information that will help the Assessor understand the nature of the transfer.

THIS DOCUMENT IS NOT SUBJECT TO PUBLIC INSPECTION



PART 2. OTHER TRANSFER INFORMATION

Check and complete as applicable.

A. Date of transfer, if other than recording date: 06/02/2021

B. Type of transfer:

- Purchase, Foreclosure, Gift, Trade or exchange, Merger, stock, or partnership acquisition, Contract of sale, Sale/leaseback, Creation of a lease, Assignment of a lease, Termination of a lease, Other.

C. Only a partial interest in the property was transferred. YES NO If YES, indicate the percentage transferred: %

PART 3. PURCHASE PRICE AND TERMS OF SALE

Check and complete as applicable.

- A. Total purchase price \$
B. Cash down payment or value of trade or exchange excluding closing costs Amount \$
C. First deed of trust @ % interest for years. Monthly payment \$ Amount \$
D. Second deed of trust @ % interest for years. Monthly payment \$ Amount \$
E. Was an Improvement Bond or other public financing assumed by the buyer? YES NO Outstanding balance \$
F. Amount, if any, of real estate commission fees paid by the buyer which are not included in the purchase price \$
G. The property was purchased: Through real estate broker, Direct from seller, From a family member-Relationship, Other.
H. Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information.

PART 4. PROPERTY INFORMATION

Check and complete as applicable.

- A. Type of property transferred: Single-family residence, Multiple-family residence, Other, Co-op/Own-your-own, Condominium, Timeshare, Manufactured home, Unimproved lot, Commercial/Industrial.
B. YES NO Personal/business property, or incentives, provided by seller to buyer are included in the purchase price.
C. YES NO A manufactured home is included in the purchase price.
D. YES NO The property produces rental or other income.
E. The condition of the property at the time of sale was: Good, Average, Fair, Poor.

CERTIFICATION

I certify (or declare) that the foregoing and all information hereon, including any accompanying statements or documents, is true and correct to the best of my knowledge and belief.

Table with 3 columns: SIGNATURE OF BUYER/TRANSFeree OR CORPORATE OFFICER, DATE, TELEPHONE; NAME OF BUYER/TRANSFeree/PERSONAL REPRESENTATIVE/CORPORATE OFFICER (PLEASE PRINT), TITLE, EMAIL ADDRESS.

The Assessor's office may contact you for additional information regarding this transaction.



Tina Viramontes

From: Jan Brejska
Sent: Monday, June 14, 2021 5:28 PM
To: Tina Viramontes
Subject: RE: 16626 3rd. Avenue

Case was abated in February with no citations or fines.

Jan Brejska

Code Enforcement Technician

707-994-8251 x 309

www.clearlake.ca.us

Monday – Thursday 8 am to 5 pm

From: Tina Viramontes <tviramontes@clearlake.ca.us>
Sent: Monday, June 14, 2021 11:35 AM
To: Jan Brejska <jbrejska@clearlakepd.org>
Subject: 16626 3rd. Avenue

Jan,

Can you please tell me if this address has any outstanding Code Enforcement cases? Or if there are CE fines due?

Tina Viramontes
Facilities Coordinator/Deputy City Clerk
City of Clearlake
14050 Olympic Dr.
Clearlake, CA 95422



Please note City Hall office hours are Monday through Thursday from 8:00 a.m. – 5:00 p.m.

Tina Viramontes

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Code Enforcement Technician
707-994-8251 x 309
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Monday – Thursday 8 am to 5 pm

From: Tina Viramontes <tviramontes@clearlake.ca.us>
Sent: Monday, June 14, 2021 11:35 AM
To: Jan Brejska <jbrejska@clearlakepd.org>
Subject: 16626 3rd. Avenue

Jan,

Can you please tell me if this address has any outstanding Code Enforcement cases? Or if there are CE fines due?

Tina Viramontes
Facilities Coordinator/Deputy City Clerk
City of Clearlake
14050 Olympic Dr.
Clearlake, CA 95422



Please note City Hall office hours are Monday through Thursday from 8:00 a.m. – 5:00 p.m.

Tina Viramontes

From: Sara Mull <Sara@sacvalleylaw.com>
Sent: Wednesday, June 2, 2021 8:38 AM
To: Tina Viramontes
Subject: RE: 16626 3rd Avenue Deed for Approval

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Tina,

My clients are coming in to sign the deed this morning. While preparing the Preliminary Change of Ownership form, I remembered the certificate you mentioned would be attached okaying the transfer by the city manager (if I recall). Should I send the deed to be recorded first or send it to you for the certificate prior to recording? If I send it to you first, should I include a check to cover recording fees and your office will forward to the county recorder?

How should I handle this?

Thank you in advance,

Sara Mull,
Legal Secretary to BRIAN C. HAMMAN

Sara Mull, Legal Secretary

SacValleyLaw^{LLP}

P. O. Box 908
660 Ohio Street
Gridley, CA 95948
530.846.5691 (tel)
530.846.5738 (fax)
www.sacvalleylaw.com

From: Tina Viramontes <tviramontes@clearlake.ca.us>
Sent: Thursday, May 20, 2021 11:55 AM
To: Sara Mull <Sara@sacvalleylaw.com>
Subject: RE: 16626 3rd Avenue Deed for Approval

Look good!

Tina Viramontes
Facilities Coordinator/Deputy City Clerk
City of Clearlake
14050 Olympic Dr.
Clearlake, CA 95422



Please note City Hall office hours are Monday through Thursday from 8:00 a.m. – 5:00 p.m.

From: Sara Mull <Sara@sacvalleylaw.com>
Sent: Thursday, May 20, 2021 11:47 AM
To: Tina Viramontes <tviramontes@clearlake.ca.us>
Subject: 16626 3rd Avenue Deed for Approval

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello again Ms. Viramontes,

As we discussed, attached is a draft of the deed conveying 16626 3rd Avenue to the City of Clearlake. Please review and let me know what I should revise. I appreciate you taking the time to verify its accuracy. Once we get it finalized, I'll get our clients in to sign.

Sincerely,

Sara Mull,
Legal Secretary to BRIAN C. HAMMAN

Sara Mull, Legal Secretary
SacValleyLaw_{LLP}
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