



CITY PLANNING COMMISSION REGULAR MEETING

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

Tuesday, April 07, 2026

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 will not be allowed to provide verbal comment during the meeting if attending via Zoom. The public can submit comments in writing for Commission consideration by commenting via the Q&A function in the Zoom platform or by sending comments to the Administrative Services Director/City Clerk at mswanson@clearlake.ca.us. To give the Commission adequate time to review your comments, you must submit your written emailed 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 Chair has the discretion of limiting the total discussion time for an item.*

Pursuant to Senate Bill 1100 and the City Council Norms and Procedures, any member of the public making personal, impertinent, and/or slanderous or profane remarks, or who becomes boisterous or belligerent while addressing the Commission, staff or general public, or while attending the Planning Commission meeting and refuses to come to order at the direction of the Presiding Officer, shall be removed from the Council Chambers or the Zoom by the sergeant-at-arms or the City Clerk and may be barred from further attendance before the Commission during that meeting. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall not be permitted by the Presiding Officer. The Presiding Officer may direct the sergeant-at-arms to remove such offenders from the room.

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 . 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 .

Zoom Link:

Join from PC, Mac, iPad, or Android:

<https://clearlakeca.zoom.us/j/87989070139?pwd=0J790jCjKcFEUsXb7nuA9SnWwcd49.1>

Passcode:381871

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. PUBLIC HEARING

1. Discussion and Consideration of Conditional Use Permit, CUP 2026-01 to allow an auto body repair facility located at 14915 Olympic Drive, Units G and O, Clearlake, CA 95422
Recommended Action: Adopt Resolution PC 2026-01
2. Discussion and Consideration of Conditional Use Permit, CUP 2026-02 to allow the development and operations of a drive up recycle center for California CRV materials located at 2450 Ogulin Canyon Road, Clearlake, CA.
Recommended Action: Adopt Resolution PC 2026-02

F. CITY MANAGER AND COMMISSIONER REPORTS

G. FUTURE AGENDA ITEMS

H. ADJOURNMENT

POSTED: April 3, 2026

BY:

Melissa Swanson

Melissa Swanson, City Clerk

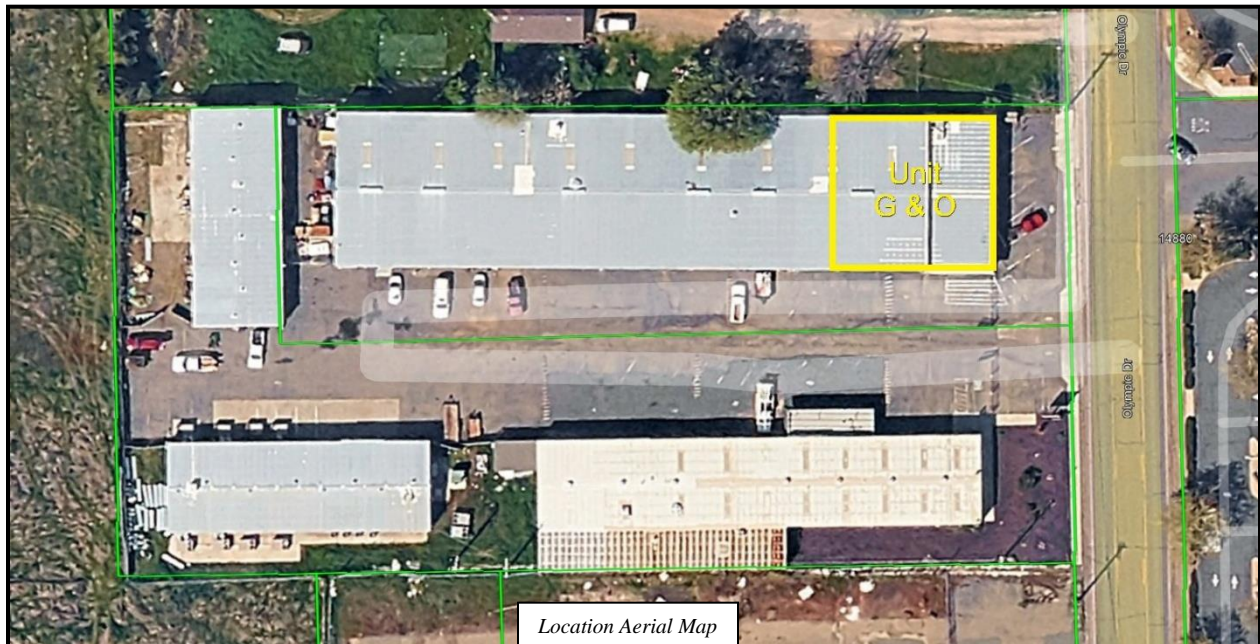


City of Clearlake
 Conditional Use Permit
 Planning Commission

STAFF REPORT	
SUBJECT: Conditional Use Permit, CUP 2026-01 Categorical Exemption, CE 2026-01	MEETING DATE: Tuesday 4/7/2026 6:00 p.m.
SUBMITTED BY: Michael Taylor, Associate Planner	
REPORT PURPOSE: <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Discussion <input type="checkbox"/> Information Only	
LOCATION: 14915 Olympic Dr., Units G & Unit O Clearlake, CA 95422	APPLICANT: Ricardo G. Soltero (C&G Autobody)
APN: 039-550-450-000	PROPERTY OWNER: Howard Levin, Laurie Levin
ZONING: General Commercial	GENERAL PLAN: Commercial

WHAT IS BEING ASKED OF THE PLANNING COMMISSION:

The Planning Commission is being asked to consider Conditional Use Permit, CUP 2026-01, and corresponding environmental filing Categorical Exemption, CE 2026-01, to allow an automotive repair facility (collision repair) at 14915 Olympic Drive, Units G and O, Clearlake, CA 95422, further described as Assessor Parcel Number 039-550-450-000.



Location Aerial Map

PROJECT SUMMARY:

Existing Site

Lot size: 0.87 acres
Total Building Area: 21,000 sq. ft.
Unit "G" Floor Area: 3,653 sq. ft.
Unit "O" Floor Area: 2,587 sq. ft.

Site Slope: 0-10% (developed area, source Lake County GIS)
Flood Zone: X, (FEMA)

Utilities

Water: Public Water System
Wastewater: Public Sewer
Power: PGE

Olympic Drive

Public street (source Clearlake Public & Private Streets)

Surrounding Lots

Within 300 feet of the property's boundary there are a mix of developed lots and vacant lots. Lots adjacent to the property are developed.

Proposed Automotive Repair Business

The applicant, Ricardo Soltero (C&G Autobody), proposes to operate a full-service automotive collision repair and refinishing facility within Unit G and Unit O located at 14915 Olympic Drive in the City of Clearlake. The project consists of interior tenant improvements and the installation of



specialized autobody and paint equipment to support collision repair, structural repair, refinishing, and associated vehicle storage functions.

Unit G – Repair and Paint Operations

Unit G will contain the primary operational components of the autobody business, including a paint booth, future auto lift area, paint storage room, office/customer waiting area, and restroom facilities.

The vehicle paint booth is a 27-foot semi down-draft Model Gold Edition booth manufactured by Platinum Finishing Systems. The booth measures approximately 14 feet wide, 27 feet long, and 9 feet high, and is ETL-certified by Intertek in conformance with NFPA 33 standards. The system operates on three-phase power and includes filtered intake vents, fiberglass exhaust filters (20"x20"x2.5"), tacky-type intake filters (20"x20"x1"), a 30-inch tube axial exhaust fan with non-sparking polypropylene blades, and a 3-horsepower energy-efficient motor. The booth panels are constructed of 18-gauge galvanized steel with interlocking flanges and sealed joints to maintain an airtight and dust-controlled environment. The booth is anchored to the floor and positioned approximately three feet from adjacent interior walls.

A future auto lift is proposed to be located adjacent to the paint booth, approximately three feet away. The lift area measures approximately 12 feet high, 11 feet wide, and 9 feet long and operates on 220-volt power. This space will be used for vehicle disassembly, structural repairs, suspension repairs, and component replacement associated with collision repair.

The paint storage room measures approximately 15 feet by 5 feet. The room will contain approximately 15 gallons of automotive paint for color matching, a computerized paint-matching system utilizing PPG paint tools, and a 16-gallon tank for paint waste. Per the applicant, the room is constructed with drywall walls and a metal door designed to contain materials in the event of fire or accidental release, consistent with applicable California fire and hazardous materials regulations.

A 80-gallon air compressor is located adjacent to the paint storage room and will provide compressed air for spray equipment and pneumatic tools.

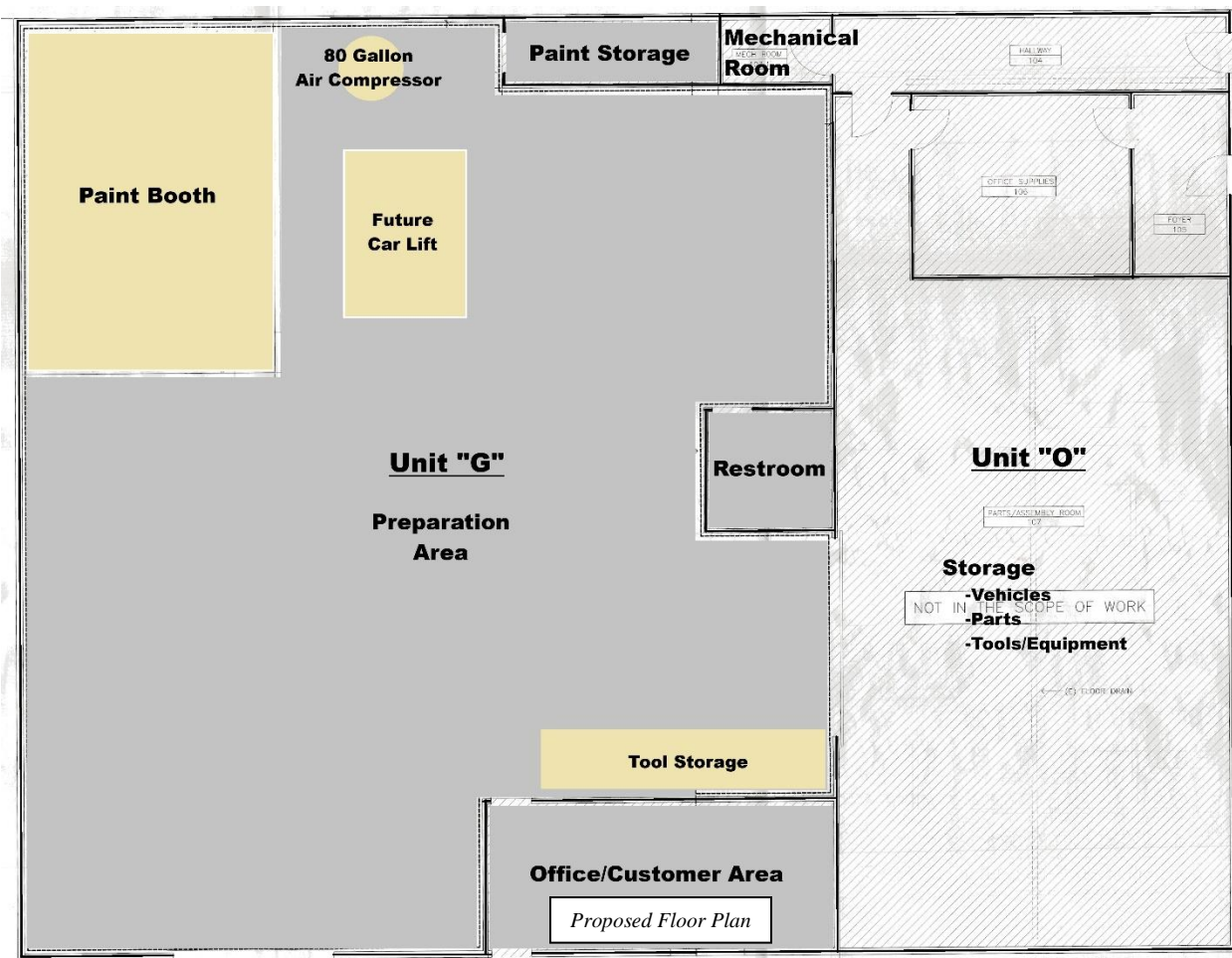
The restroom facility measures approximately 9.5 feet by 9.5 feet and includes a toilet, shower, and first aid kit.

The office area measures approximately 26 feet by 11 feet and includes a customer waiting area, desk with computer, and standard office furnishings. Four movable toolboxes are located in front of the office area. Building G contains five fire extinguishers strategically located at the entrance (two), near the paint booth area (one), in the restroom (one), and in the office (one). First aid kits are provided in both the office and restroom.

Body Shop Services

The proposed operation will provide comprehensive collision and refinishing services, including:

- Structural and unibody repairs
- Panel replacement (doors, fenders, bumpers, hoods)
- Suspension repairs related to accidents
- Paintless dent repair (PDR) and traditional dent repair
- Spot painting and full-vehicle repainting
- Factory code and custom color matching
- Clear coat application and finishing
- Scratch repair, blending, buffing, and polishing
- Bumper crack repair, plastic welding, reshaping, and replacement
- Windshield and automotive glass replacement
- Headlight and taillight replacement
- Surface rust removal, panel patching, and panel replacement



Unit O – Vehicle and Parts Storage

Unit O will function as an accessory storage structure supporting the repair operations in Unit G. The building will be used for:

- Indoor storage of customer vehicles before, during, and after repair
- Separation of repairable, completed, and total-loss vehicles

- Storage and organization of new, used, and damaged parts
- Storage and organization of hand tools and power equipment
- Inventory tracking to improve repair turnaround time and workflow

All vehicle storage will occur indoors. No outdoor storage of vehicles, parts, or refuse is proposed.

Materials and Hazardous Waste Compliance

The facility will utilize standard autobody materials including fillers, fiberglass materials, primers, basecoats, clear coats, activators, reducers, adhesives, seam sealers, corrosion protection products, sanding materials, and polishing compounds. Safety equipment will include respirators rated for paint fumes, nitrile gloves, paint suits, eye protection, ventilation filters, and related personal protective equipment.

C&G Autobody maintains a Hazardous Waste ID Number (CAL000494725) and is subject to annual electronic Verification Questionnaire (EVQ) reporting requirements administered by the California Department of Toxic Substances Control pursuant to Health and Safety Code Section 25205.16 and California Code of Regulations, Title 22, Section 66260.410. The applicant will be responsible for maintaining compliance with all hazardous waste handling, storage, and disposal regulations, including proper containment of paint waste and related materials through licensed waste-handling providers.

AGENCY REVIEW:

A Request for Review (RFR) was distributed by email on January 22, 2026, and on March 4, 2026, to applicable city departments and county agencies, with comments requested by February 13, 2026, and March 19, 2026, respectively.

- Clearlake Building
- Clearlake Code Enforcement
- Clearlake Police Department
- Lake County Fire Protection District
- Lake County Air Quality Management District
- Lake County Environmental Health Department

As of the date of preparation of this staff report, comments were received from the Lake County Environmental Health Department and the Lake County Air Quality Management District. A summary of their comments is provided below.

Lake County Environmental Health Department (CUPA Program):

The Environmental Health Division indicated no concerns with the proposed use of the commercial building, noting the site is served by public water and sewer. However, the applicant will be required to comply with California Unified Program Agency (CUPA) requirements related to hazardous materials and hazardous waste. Specifically, if hazardous materials are stored in quantities exceeding regulatory thresholds (55 gallons of liquid, 500 pounds of solid, or 200 cubic feet of compressed gas), the applicant must submit and maintain a Hazardous Materials Business

Plan through the California Environmental Reporting System (CERS), including annual updates, fees, and inspections. Facilities generating hazardous waste are also subject to CUPA requirements regardless of storage quantities. Additional requirements may apply depending on the type and volume of materials handled onsite.

Lake County Air Quality Management District (LCAQMD):

The Air District noted that auto body repair and refinishing operations have the potential to result in significant air quality and health impacts if not properly regulated, particularly due to the site’s proximity to sensitive receptors, including nearby residences and medical facilities. The District indicated that project details regarding potential building renovations are unclear; if renovation is proposed, an asbestos survey and notification may be required.

The District further stated that dust control measures will be required during all phases of construction and operation. Any abrasive blasting must utilize CARB-approved materials and be conducted within containment areas to prevent the release of particulates and hazardous substances. The use of chemical strippers must also occur within contained and properly filtered environments.

The operator will be required to track and report all chemicals used, recovered, and disposed of in accordance with the Air Toxics “Hot Spots” Program. In addition, the facility will be required to obtain applicable air quality permits from the District, including an Authority to Construct prior to any construction or equipment installation. Applicable fees include CEQA review fees, area source fees for any construction or renovation, and permit and emissions fees based on operational details.

Overall, the comments from both agencies do not preclude project approval but identify standard regulatory requirements and permit obligations that will be addressed through conditions of approval and compliance with applicable state and local regulations.

ZONING CONSISTENCY:

Zoning Regulations:

Chapter 18-45 Definitions defines automotive repairs major, means repair or refurbishing of any motor vehicle including the dismantling of an engine by removal of the head or pistons; the removal of the transmission, rear-end or major assembly of any motor vehicle; includes collision repair, painting and body work—all activities consistent with the applicant’s proposed operations at Unit G and Unit O.

Pursuant to Chapter 18-18 Use Regulations, Section 18-18.030 Commercial, Recreation and Amusement Uses Allowed by Zones (Table 5) identifies Automotive Repair Facilities as a use allowed in the General Commercial (GC) zoning district subject to approval of a Conditional Use Permit (CU). Automotive repair businesses are categorized under commercial service uses that involve mechanical work, equipment use, and limited outdoor storage, making them appropriate for the commercial district with discretionary review.

The proposed autobody repair and refinishing facility is commercial in nature and consistent with uses typically permitted within commercial zoning districts. All repair, painting, and storage activities are proposed to occur within enclosed buildings. The installation of an ETL-certified, NFPA-compliant paint booth and associated filtration systems is intended to control overspray and emissions and to minimize off-site impacts.

The project is not anticipated to generate noise, traffic, or environmental impacts beyond those typical of a small-to-moderate collision repair and refinishing facility operating within a commercially zoned area. With adherence to building, fire, and hazardous materials regulations, the proposed use is compatible with surrounding uses and may be considered for approval subject to the discretionary permit process.

Therefore, the project is subject to approval of an Conditional Use Permit as required by Chapter 18-18, and the proposed automotive repair use is consistent with the Clearlake Municipal Code for the General Commercial zoning district.

GENERAL PLAN CONSISTENCY:

The proposed automotive repair business is consistent with the City of Clearlake 2040 General Plan. It supports key Economic Development objectives by providing stable employment and expanding the local service economy through commercial land use in an existing facility. By locating in a designated commercial area, the project aligns with the General Plan’s Land Use strategy of concentrating similar uses in appropriate zones, thus making efficient use of existing infrastructure while avoiding sprawl. Moreover, the business contributes to the City’s implementation priorities for revitalizing underutilized sites, serving residents, and retaining economic activity within Clearlake. This alignment with the General Plan’s long-term vision of sustainable economic growth and land-use efficiency supports the finding of general plan consistency pursuant to Clearlake Municipal Code Section 18-2.040 (General Plan Land Use Consistency).

ENVIRONMENTAL REVIEW (CEQA):

The California Environmental Quality Act (CEQA) requires agencies to evaluate the environmental impacts of land use actions. After review of the application, agency comments, existing operations, and the project’s location within an urbanized area, staff determined that the project qualifies for a Categorical Exemption pursuant to CEQA Guidelines Section 15301, Class 1, Existing Facilities. This exemption is appropriate as the project involves the leasing of an existing private structure involving negligible or no expansion of existing use.

LEGAL NOTICE & PUBLIC COMMENT

The public hearing was noticed at least ten (10) days in advance in an electronic publication of the Lake County Record Bee by November 22, 2026, and mailed (via USPS) to all surrounding property owners within 300 feet of the subject parcel as required pursuant to the Clearlake Municipal Code.

- All mailing addresses are drawn from the electronic database supplied by the Lake County Assessor Office.
- The City of Clearlake did not receive any written public comment or concerns regarding the project.

MOTION/OPTIONS:

1. Move to Adopt Resolution PC 2026-01, A Resolution of the Planning Commission of the City of Clearlake Approving Conditional Use Permit, CUP 2026-01 and Categorical Exemption, CE 2026-01 located at 14915 Olympic Dr Units G and O, Clearlake, CA 95422, further described as Assessor Parcel Number 039-550-450-000.
2. Move to deny Resolution PC 2026-01, and direct staff to prepare appropriate findings.
3. Move to continue the item and provide alternate directions to staff.

ATTACHMENTS:

- 1) RESOLUTION No. PC 2026-01
- 2) Conditions of Approval (Exhibit A)
- 3) Agency Comments
- 4) Submitted Application Packet

RESOLUTION No. PC 2026-01

**A Resolution of the Planning Commission
City of Clearlake, State of California
Approving Conditional Use Permit CUP 2026-01 and
Categorical Exemption, CE 2026-01
Automotive Collision Repair Facility**

WHEREAS, Ricardo Godinez Soltero applied for approval of conditional use permit, CUP 2026-01 and corresponding environmental filing, categorical exemption, CE 2026-01 to authorize an automotive collision repair facility located at 14915 Olympic Drive, Units G and O, Clearlake, CA 95422 further described as APN: 039-550-450-000: and

WHEREAS, the Planning Commission, on **April 7, 2026,** concurred with the City Zoning Code Section 18-18.030 – Commercial, Recreation and Amusement Uses Allowed by Zones (Table 5), Section 18-18 Use Regulations, and Section 18-45 Definitions, an automotive collision repair facility is subject to a conditional use permit; and

WHEREAS, this conditional use permit has been made in accordance with Section 18-18.030 – Commercial, Recreation and Amusement Uses, Section 18-18 Use Regulations, and Section 18-45 Definitions of the Zoning Code as further defined as uses generally allowed; and

WHEREAS, the conditional use permit application has been processed in accordance with the City’s Environmental Review Guidelines and the California Environmental Act (CEQA); and

WHEREAS, the project is categorically exempt from environmental review pursuant to the State of California Environmental Quality Act (CEQA) Statute and Guidelines, Article 19 Categorical Exemptions, Section 15301, Class 1, Existing Facilities and,

WHEREAS, adequate public notice was made for the project in accordance with the Municipal Code; and

WHEREAS, the Land Use Designation and General Plan designate the project site as General Commercial. As conditioned, the proposed use would be consistent with the General Plan; and

WHEREAS, in accordance with Section 18-28.040 Findings of the Zoning Code the use as proposed will not be detrimental to the health, safety, convenience, or general welfare of people residing or working in the vicinity, or injurious to the property, improvements or potential development in the vicinity with respect to aspects including, but not limited to, the following:

- a) The nature of the proposed site, including its size and shape, and the proposed size, shape, and arrangement of structures,
- b) The accessibility and traffic patterns for people and vehicles, the type and volume of such traffic and the adequacy of proposed off-street parking and loading,
- c) The safeguards afforded to prevent noxious offensive emissions such as noise, glare, dust and odor,
- d) Treatment given, as appropriate to such aspects as landscaping, open spaces, parking areas, loading areas, service areas, lighting, and signs.

WHEREAS, with the incorporated Conditions of Approval, referenced as Exhibit A herein, the project complies with the City Municipal Code/Zoning Code.

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Clearlake that the project is hereby approved, subject to the approved Conditions of Approval (Exhibit A).

PASSED AND ADOPTED on this **7th day of April 2026** by the following vote:

Planning Commissioners	AYES	NOES	ABSTAIN	ABSENT
Chair Williams				
Vice Chair Smalley				
Commissioner Silva				
Commissioner Inglis				
Commissioner Counts				

City of Clearlake – Planning Commission Chair

ATTEST: _____
City of Clearlake Clerk/Deputy Clerk

EXHIBIT A

**CITY OF CLEARLAKE
CONDITIONS OF APPROVAL
Conditional Use Permit CUP 2026-01
Categorical Exemption CE 2026-01
Ricardo Godinez Soltero**

Pursuant to the approval of the Planning Commission on April 7, 2026, there is hereby granted to Ricardo Godinez Soltero, **Conditional Use Permit CUP 2026-01** and corresponding CEQA Categorical Exemption, CE 2026-01 with the following conditions of approval to allow an **automotive collision repair facility**, located at **14915 Olympic Drive, Unit G and Unit O**, Clearlake, CA 95422, further described as Assessor Parcel Number 039-550-450-000 is subject to the following terms and conditions of approval.

SECTION A - USE AND OPERATIONS

1. The use hereby permitted shall substantially conform to the plans and operational details submitted on January 15, 2026, by application and any conditions of approval imposed by the above conditional use permit dated April 7, 2026. The approved use is limited to an **automotive collision repair and auto body repair facility**, including body repair, dent removal, frame straightening, panel replacement, sanding, welding, painting, and vehicle refinishing.
2. **Prior to Operation**, the applicant shall apply for and maintain an active Business License with the City. Said license may be applied for through the Online Permitting System at <https://clearlakeca.portal.opengov.com/> and shall be renewed annually.
3. All collision repair, body work, surface preparation, sanding, grinding, welding, cutting, painting, and refinishing shall occur within an enclosed building or approved spray booth. No repair activity shall occur in public streets, parking lots, or areas visible from off-site properties unless specifically screened and approved.
4. All spray booths, paint mixing rooms, and refinishing areas shall obtain required building, fire, and air quality permits prior to operation.

SECTION B - PROHIBITED ACTIVITIES

The following activities are expressly prohibited unless additional City approval is obtained:

1. Operation of an automobile dismantling yard, auto wrecking yard, or salvage operation.
2. Outdoor vehicle dismantling, stripping, or removal of major components.
3. Outdoor body work, sanding, grinding, cutting, welding, painting, or refinishing.
4. Storage of vehicles for long-term parking, storage, or abandonment unrelated to active repair.
5. Outdoor storage of automotive parts, scrap metal, tires, or hazardous materials not enclosed or screened.
6. Discharge of automotive fluids, wash water, paint, solvent, or industrial wastewater to ground, storm drains, septic systems, or surface waters.

SECTION C - VEHICLE STORAGE AND PUBLIC NUSANCE

1. Vehicle storage shall comply with Clearlake Municipal Code Chapter 10-6 (abandoned, wrecked, dismantled, or inoperative vehicles) and §10-1.6 (public nuisance conditions).
2. Vehicles not actively undergoing repair shall be stored indoors or screened from public view by a solid fence not less than six (6) feet in height.
3. The accumulation or storage of wrecked, dismantled, or inoperative vehicles in a manner inconsistent with active repair operations may constitute a public nuisance and shall be subject to enforcement under Clearlake Municipal Code.

SECTION D - VEHICLE STORAGE LIMITS AND ACTIVE REPAIR STANDARDS

1. All vehicles stored on-site shall be actively undergoing repair, refinishing, or related collision repair activities, or awaiting pickup following completion of such work.
2. Vehicles shall not remain on-site longer than reasonably necessary to complete repair, refinishing, insurance processing, or customer retrieval, based on the nature and scope of the work.
3. A vehicle may be deemed inactive, abandoned, or in long-term storage if it is not actively undergoing repair or if no substantial progress toward completion has occurred within a reasonable period of time. In making this determination, the City may consider:
 - a. Date of vehicle arrival
 - b. Documented repair activity
 - c. Parts availability or documented delays
 - d. Insurance processing status
 - e. Communication with the vehicle owner
 - f. Overall condition and status of the vehicle
4. The Community Development Director or designee shall have authority to determine whether a vehicle is being actively repaired or is being stored in a manner inconsistent with this permit. If a vehicle is determined to be inactive or stored beyond a reasonable period:
 - a. The operator shall provide documentation demonstrating active repair or legitimate delay; or
 - b. The vehicle shall be removed from the site within a time frame specified by the City.
5. The operator shall maintain a vehicle log including:
 - a. Vehicle identification (make/model/license or VIN)
 - b. Date of arrival
 - c. Description of repair work
 - d. Status of repair
 - e. Date of completion or removal

Records shall be made available to the City upon request.

SECTION E - OPERATIONAL PERFORMANCE STANDARDS

1. Operations shall not create excessive noise, vibration, smoke, dust, odors, vapor, glare, or other conditions constituting a nuisance to surrounding properties.
2. Sanding, grinding, and other dust-generating activities shall occur indoors with appropriate particulate capture systems.

3. Painting and refinishing shall occur within approved spray booths equipped with proper filtration systems.
4. Overspray, fumes, or solvent vapors shall not migrate beyond property lines. Only compliant low-VOC coatings and solvents shall be used.
5. Doors to work areas shall remain closed during sanding, grinding, or painting operations, except for vehicle movement.
6. Equipment such as air compressors and pneumatic tools shall be maintained to minimize noise impacts and shall be screened or enclosed where necessary.
7. The facility shall maintain good housekeeping practices at all times.

SECTION F - SITE APPEARANCE and PARKING

1. The property shall be maintained in a clean and orderly condition at all times. Outdoor accumulation of debris, parts, scrap, or trash is prohibited.
2. Outdoor lighting shall be directed downward and shielded to prevent glare onto adjacent properties.
3. Vehicles shall be parked only within approved areas and shall not block fire lanes, drive aisles, accessible parking, or emergency access.
4. No display of wrecked, dismantled, or inoperative vehicles, or parts thereof, for advertising purposes shall be permitted.

SECTION G - SITE SECURITY AND ABANDONED VEHICLE CONTROL

1. The facility shall be secured at all times to prevent unauthorized access, theft, vandalism, or illegal dumping. Gates, doors, and access points shall be locked when the facility is not in operation.
2. Vehicles determined by the City to be inactive, abandoned, or stored beyond a reasonable period shall be subject to removal. Records of vehicles identified as inactive or subject to removal shall be maintained and made available for City inspection.
3. The Community Development Director may require additional security measures if necessary to protect public health, safety, and welfare. Failure to comply with site security or vehicle storage requirements may result in modification or revocation of this permit following a public hearing.

SECTION H - COMPLIANCE WITH MUNICIPAL CODE PROVISIONS

The facility and its employees shall comply with all applicable provisions of the Clearlake Municipal Code, including but not limited to:

1. § 8-6.3 — Prohibiting vehicles parked on city streets for more than 72 consecutive hours.
2. § 8-6.4 — Prohibiting storage of vehicles on unimproved property.
3. § 8-6.6 — Prohibiting vehicle repair or dismantling on streets or parking lots.
4. Chapter 10-6 & § 10-1.6 — Abandoned vehicles and nuisance conditions.
5. This Conditional Use Permit does not abridge or supersede the regulatory powers and permits requirements of any federal, state, or local agency requirements, which may retain a regulatory or advisory function as specified by statute or ordinance. The applicant shall obtain and maintain permits as may be required from each agency.

6. The developer/operator shall agree to indemnify, defend, and hold harmless the City or its agents, officers and employees from and against any and all claims, actions, demands or proceeding (including damage, attorney fees, and court cost awards) against the City or its agents, officers, or employees to attach, set aside, void, or annul an approval of the City, advisory agency, appeal board, or legislative body concerning the permit or entitlement when such action is brought within the applicable statute of limitations. In providing any defense under this Paragraph, the applicant, business operator, property owner, developer shall use counsel reasonably acceptable to the City. The City shall promptly notify the applicant, business operator, property owner, developer of any claim, action, demands or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the developer/operator of any claim, action, or proceeding, or if the City fails to cooperate fully in the defense, the developer/operator shall not thereafter be responsible to defend, indemnify, or hold the City harmless as to that action. The City may require that the developer/operator post a bond, in an amount determined to be sufficient, to satisfy the above indemnification and defense obligation. The developer/operator understands and acknowledges that City is under no obligation to defend any claim, action, demand or proceeding challenging the City's actions with respect to the permit or entitlement.
7. Any other applicable City ordinances related to nuisance, noise, safety, or zoning.

SECTION J - STATE AND OTHER REGULATORY REQUIREMENTS

1. The applicant shall obtain and maintain all required permits from the City of Clearlake, Lake County Fire Protection District, Lake County Air Quality Management District, Lake County Environmental Health Department, and all other applicable agencies.
2. The facility shall comply with the California Automotive Repair Act (Business and Professions Code § 9880 et seq.) and all Bureau of Automotive Repair (BAR) requirements.
3. All hazardous materials and waste shall be stored, handled, and disposed of in compliance with California hazardous waste laws and applicable local regulations.
4. The facility shall comply with all stormwater and water quality requirements enforced by the Central Valley Regional Water Quality Control Board and Lake County Water Resources Department.
5. The facility shall comply with all applicable Cal/OSHA workplace safety requirements.
6. This permit does not abridge or supersede the regulatory powers and permit requirements of any federal, state, or local agency requirements, which may retain a regulatory or advisory function as specified by statute or ordinance.

SECTION K – COMPLIANCE AND EXPIRATION

1. The approved use shall comply with all conditions of approval and applicable provisions of the Clearlake Municipal Code. Any modification, expansion, or intensification of the approved use, including the addition of new uses, shall require review and approval of a use permit amendment, unless determined by the Community Development Director to be minor or incidental.
2. All conditions of approval shall be satisfied prior to commencement of the use unless an alternative compliance schedule is approved by the decision-making authority.

- 3. Continued operation of the use shall be contingent upon ongoing compliance with all conditions of approval and any approved compliance schedule.
- 4. The approval shall expire if the use is not established within one (1) year from the date of approval, unless otherwise extended. If construction is required, the approval shall expire if building permits are not obtained within three (3) years. The Community Development Director may grant time extensions in one-year increments upon written request submitted prior to expiration. Extensions may include modified conditions upon a finding that circumstances have changed.

SECTION L – USE PERMITS AMENDMENTS AND MODIFICATIONS

- 1. Any change to the approved project shall be subject to review as either a minor or major amendment, as determined by the Community Development Director.
 - a. Minor amendments that do not materially alter the approved use may be approved administratively. Minor amendments may include adjustments to operational characteristics such as hours of operation, parking, or site layout, and may be subject to additional or refined conditions.
 - b. Major amendments involving substantial changes to the project shall require review and approval by the Planning Commission. Substantial changes include, but are not limited to, significant increases in traffic, intensification of use, changes in site design or building placement, or the potential for new or increased environmental impacts not previously evaluated.
- 2. The Community Development Director retains discretion to refer any proposed amendment to the Planning Commission for review and action.

ACCEPTANCE

I have read and understand the foregoing conditional use permit and agree to each term and conditions of approval thereof.

Applicant/Authorized Agent (Print)

Signature of Applicant/Authorized Agent

Date: _____

To Be Completed by Authorized City Staff

_____	_____
Staff Name (Print)	Staff Signature
Date: _____	



COUNTY OF LAKE
Health Services Department
Environmental Health Division
922 Bevins Court
Lakeport, California 95453-9739
Telephone 707/263-1090
FAX 707/263-4395

Anthony Arton
Health Services Director

Robert Bernstein, MD, MS, MPH, PhD
Public Health Officer

Craig Wetherbee
Environmental Health Director

Promoting an Optimal State of Wellness in Lake County

Memorandum

DATE: 2/10/2026
TO: Mark Roberts, Senior Planner
FROM: Christina Gearhart, EHS
RE: RFR Conditional Use Permit CUP 2026-01 7 Categorical Exemption 2026-01
APN: APN: 039-550-45

If the applicant stores hazardous materials equal to or greater than 55 gallons of a liquid, 500 pounds of a solid or 200 cubic feet of compressed gas, the applicant will be required to submit a Hazardous Materials Inventory Disclosure Statement/ Business Plan to the Environmental Health Division via the California Electronic Reporting System (CERS) and it shall be renewed and updated annually or if quantities increase. Fees and inspections as part of the California Unified Program Agency (CUPA) program will also be required. Note: If the applicant stores quantities below those outlined above but generates hazardous waste, then they would still be part of the CUPA program. Additional CUPA program requirements may apply depending on the amounts of hazardous materials stored onsite.

The Environmental Health Division: Land Program does not have any concerns with the commercial building/shop as this site is served by public sewer and water.



LAKE COUNTY AIR QUALITY MANAGEMENT DISTRICT

2617 South Main Street
Lakeport, CA 95453
Phone (707) 263-7000
Fax (707) 263-0421



Douglas G. Gearhart
Air Pollution Control Officer
doug@lcaqmd.net

-MEMORANDUM-

To: Michael Taylor, Associate Planner
City of Clearlake

DATE: March 17, 2026

mtaylor@clearlake.ca.us

FROM: Douglas Gearhart, APCO

SUBJECT: Ricardo Soltero, C & G Autobody ••• APN 039-550-45 ••• CUP 2026-01, CE 2026-02 ••• Request for review, New Auto Body Repair Business located at 14915 Olympic Drive, Clearlake, CA 95422

Lake County Air Quality Management District received a Request for Review for the above reference project. Development and operation of a auto body repair facility has the potential to cause significant air quality impacts if not operated and maintained properly. The sites close proximity to a residence and two medical facilities is of concern. The health risk of auto body facility chemicals can be significant.

The project details are unclear about renovation work to be performed within the structure. If any renovation is to occur, an asbestos survey and notification may be required. Contact the Lake County Air Quality Management District (LCAQMD) for details.

During all phases of build out and operations, dust controls and mitigation is required. Any abrasive blasting to be performed must utilize CARB approved abrasives and should be performed within containment to prevent release of toxics, paint, debris, etc. Use of chemical strippers should be utilized within a containment area with appropriate filtration for the chemicals used.

The operator must track and report all chemicals used, recovered, and disposed of for the Air Toxics Hot Spots program and report.

New and existing auto body facilities require permits with the LCAQMD. Contact the LCAQMD for application forms.

The Lake County Air Quality Management District has adopted a new fee schedule during 2025, which is not in effect. Fee for this projects are as follows:

1. CEQA Review Fee: \$375.00,
2. Area Source Fee - commercial buildings- renovation/construction: \$0.50 per square ft, with a \$100.00 minimum fee, and
3. Permit application fee and emissions fees. These are determined based on the complete application, processes applied for, and volume of materials used.

The review fee is due now, the area source fees are due prior to issuance of construction permits, if renovation or new construction of interior or exterior occurs. Application for an authority to Construct must be applied for and permit received prior to start of construction. Please submit application as soon as possible.



City of Clearlake
14050 Olympic Drive, Clearlake, California 95422
(707) 994-8201 Fax (707) 995-2653

Planning Application

CONDITIONAL USE PERMIT

CEQA Categorical Exemption

OFFICE USE ONLY		INITIAL FEES
Administrative Use Permit Fee		\$2,200.00
Categorical Exemption (CE) Fee		\$150.00
General Plan Maintenance Fee		\$25.00
Technology Fee (2%)		\$47.50
	Subtotal	\$2,422.50
County of Lake Filing Fee for CE		\$50.00
3% CC/DC Processing Fee (Add \$72.68 to sub total)		
	Total	\$2,472.50

Received By: Mark
 Date: 1-15-26
 Receipt Number:
 File Number: CUP 20 26 -- 01

APPLICANT

NAME: Ricardo Godinez Saltero
 MAILING ADDRESS: 2503 Cedar Creek St
 CITY: Sta Rosa
 STATE: CA ZIP CODE: 95404
 PRIMARY PHONE: 707 293 8040
 EMAIL: Ricardo5487@yahoo.com
 SIGNATURE: [Signature]

PROPERTY OWNER (IF NOT APPLICANT)

NAME: Harold Levin
 MAILING ADDRESS: 3611 Williams Rd
 CITY: SANTA ROSA
 STATE: CAL ZIP CODE: 95404
 PRIMARY PHONE: 707 494 8498
 EMAIL: HaroldLevin74@gmail.com
 SIGNATURE: [Signature]

I declare under penalty of perjury that I am the owner of said property or have written authority from the property owner to file this application. I certify that all the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.

I declare under penalty of perjury that I am the owner of said property or have written authority from the property owner to file this application. I certify that all the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.

PROJECT LOCATION

ADDRESS: 14915 Olympic DR
 ASSESSOR PARCEL NUMBERS: Unit 6
 PRESENT USE OF LAND:
 WATER SUPPLY: PUBLIC GROUNDWATER WELL
 SANITATION: PUBLIC SEWER SEPTIC SYSTEM
 FLOOD ZONE:

OFFICE USE ONLY

ZONING DISTRICT:
 GENERAL PLAN DESIGNATION:
 RELATED FILE NUMBERS:
 NOTES:
 APPROVED: DATE:

DESCRIPTION OF PROJECT

Custom body work - auto mechanics

RECEIVED
JAN 15 2026
CITY OF CLEARLAKE

Supplemental Data for Use Permit

Please answer the following questions as thoroughly as possible. If questions do not apply to your project, please provide an explanation of why. Use separate sheets of paper if necessary. **IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE CITY OF CLEARLAKE - PLANNING DIVISION.**

Description of objective of project and its operational characteristics:

Type of Business: Auto Body

Product or service provided: _____

Hours of operation: 8am 5PM Days of operation: M To F

Number of shifts (normal): Yes Number of shifts (peak): 1

Employees per shift (normal): Yes Employees per shift (peak): _____

Number of deliveries per day: NON Number of customer per day: _____

Number of pick-ups per day: _____ Lot size: 3757. SF

Number and type of company Vehicles: _____ Type of loading facilities: _____

Floor area of existing structures: _____ Proposed building floor area: _____

Number of existing parking spaces: 6 Number of proposed parking spaces: 6

Number of floors: 1

Additional relevant information: _____

C&G autobody

14915 olimpic drive

Building G and O

1.FILLERS & REPAIR MATERIALS

BODY FILLERS

- polyester body filler (commonly called bondo)
 - lightweight finishing putty
- fiberglass-reinforced filler (for deeper damage)

GLAZING & SPOT PUTTY

- used for pinholes and minor surface imperfections
before paint

PLASTIC REPAIR MATERIALS

- two-part plastic repair epoxy
 - plastic welding rods
- flexible bumper repair filler

FIBERGLASS MATERIALS

- fiberglass cloth or mat
- polyester or epoxy resin
- hardener (MEKP catalyst)

2.PAINT & COATING MATERIALS

PRIMERS

- etch primer (for bare metal adhesion)
- epoxy primer (corrosion resistance)

- high-build primer (for sanding & smoothing)

- sealer (applied before basecoat)

BASECOAT PAINT

- solid colors

- metallic

- pearl

- tri-coat systems

CLEAR COAT

- urethane clear coat

- matte clear coat

ACTIVATORS & HARDENERS

- mixed with primers and clear coats

-

REDUCER/THINNERS

- adjust paint viscosity

-improve spray flow

3.SURFACE PREPARATION MATERIALS

SANDPAPER (VARIOUS GRITS)

- - 40-80-120grit (heavy shaping)
- - 180-320-400-600 grit (prep sanding)
- - - 1000-1500-2000-3000-5000 (wet sanding & finishing)

SANDING BLOCKS & DISCS

- foam blocks
- DA (dual action) sanding discs

MASKING MATERIALS

- automotive masking tape
- masking paper

- plastic sheetng

CLEANING PRODUCTS

-wax & grease remover

-isopropyl alcohol

-tack cloths (dust removal)

4.ADHESIVES & SEALERS

PANEL BONDING ADHESIVES

-structural adhesives

SEAM SEALER

-used to seal welded joints

URETTHANE ADHESIVE

-for windshield isntallation

5. CORROSION PROTECTION MATERIALS

- zinc-rich primer
- undercoating
- cavity wax
- rust converter

6. FINISHING POLISHING MATERIALS

- rubbing compound
- polishing compound
- finishing polish
- Buffing pads(foam & wools)

7. HARDWARE & REPLACEMENT MATERIALS

- oem panels
- aftermarket panels
- clips & fasteners

-trim pieces

8.SAFETY MATERIALS (VERY IMPORTANT)

-respirators(rated for paint fumes)

-nitrile gloves

-paint suits

-eye protection

-ventilation filters

BULDING G:

Unit G contains different types of areas, such as the vehicle painting room, the auto lift , the paint storage room, the bathroom,the office.

1.The vehicle painting room:

The paint booth has new equipment that was purchased from platinum finishing systems and meets Accredited business regulations , the booth is 14 feet wide , 27 feet long and 9 feet high.

It operates on three-phase power and has BBB-approved air filters,the booth is set back 3 feet from the walls in the upper left corner

2. AUTO LIFT

It will have dimensions such as 12 feet high , 11 feet wide and 9 feet long ,where vehicle parts will be assembled and disassembled , the system will be powered by 220v energy ,this will be located next to three feet away from the paintboof

3. PAINT STORE ROOM

The paint store room measures 14 feet long and 5 feet wide ,inside it are 15 gallons of paint for matching , inside there is a set of tools for matching PPG paints ,a computer and a 16-gallon tank for paint waste .in case of an accident (for example ,a fire etc) the room has two drywall walls and metal door to contain everything inside ,which is approved for california state regulations.

4.THE BATHROOM

The bathroom measures 9.5 feet long and 7.5 feet wide , includes a toilet, shower and a first aid kit

5. THE OFFICE

The office measures 27 feet and 11 feet wide , inside there is a waiting room for clients , a desk with a computer and regular office supplies.

In front of the office are four movable toolboxes
There is also an 80-gallon compressor located next to the paint storage room

Unit G also has 5 fire extinguishers, two of them at the entrance , one ofside the paintboof area, one at the bathroom ,one in the office and also firts aid kits in the office and batheroom.

Body shop services:

1. collision repair

- structural and unibody repairs
- panel replament(doors,fenders,bumpers,hoods)
- suspension damage related to accidents

2. dent & ding repair

- paintless dent repair (pdr) for minor dents
- traditional dent repair (fill,sand,repaint)

3. auto painting & refinishing

- spot painting
- full vehicule repaint
- color matching (factory code or custom mix)
- clear coat application & finishing

4. scratch & paint damage repair

- buffing and polishing
- touch-up paint
- blending into surrounding panels

5. bumper repair

- crack repair (plastic welding)
- bumper reshaping
- replacement and repaint

6. glass & light replacement

- windshield replacement
- side/rear glass
- headlights & taillights

7. rust repair

- surface rust removal
- panel patching
- rusted panel replacement

Bulding O:

1.VEHICLE STORAGE

- holds customer vehicles before,during and after repairs
- protects vehicles from weather,theft,and damage
- separates repairable,completed,and total-loss vehicles

2. PARTS STORAGE

- organizes new,used,and damage parts
- prevents loss, mix-ups, and damage
- tracks inventory for faster repairs

3.TOOLS & EQUIPMENT STORAGE

- organizes hand tools and power tools
- prevents loss and improves workflow
- maintains calibration and equipment safety

BILL TO:

14915 Olympic Dr
Clearlake, CA
USA 95422

SHIP TO:

14915 Olympic Dr
Clearlake, CA
USA 95422

Account Name: C&g Autobody

Contact Name: Victor S.

S.No.	Product Details	Quantity
1	<p>27' Semi Down Draft Model Gold Edition Paint Booth #PFS-SDD27 Semi Down Draft Paint Booth:</p> <p>Model PFS-SDD27 Gold Edition</p> <p>Dimensions: 14'w x 9'h x 27'L</p> <p>ETL-Certified Booths by Intertek/ETL (Edison Testing Labs) A semi down draft paint booth combines elements of both down draft and side draft airflow designs to create an efficient painting environment. This type of booth is engineered to direct air in a slightly downward diagonal path, enhancing overspray capture and maintaining a clean workspace.</p> <p>Key Features of Airflow in a Cross Flow Paint Booth: Inlet and Exhaust Design: The booth typically has filtered intake vents on one side, allowing clean air to enter. The exhaust system, located on the opposite side, helps to remove overspray and contaminants, ensuring a clean environment. Air Inlet: The booth features filtered intake vents located on the ceiling or in the upper portion of the side walls. These filters ensure that only clean, contaminant-free air enters the booth, which is crucial for achieving high-quality finishes. Uniform Air Distribution: The design aims to provide even airflow throughout the booth, minimizing turbulence and dead zones where contaminants could accumulate. This uniformity helps to achieve a smooth, even paint job.</p> <ul style="list-style-type: none"> • Construction: 18 gauge, galvanized sheet metal panels. The panels use interlocking flanges for a sturdy, airtight joint. Interlocking flange Panels are joined with nuts and screws for easy assembly. To ensure a dust free environment in the booth, the panels are sealed with acrylic latex caulking. A 14 gauge angle is used to anchor the paint booth to the floor. NFPA Approved panels. • Included Accessories: All necessary door gasket, caulking and assembly hardware are provided. •Exhaust Fan: One (1) 30",exhaust fan used to pull overspray from the paint booth.. Fan is tube axial, belt driven, with non-sparking polypropylene blades. A streamlined belt tunnel isolates the motor, drives and bearings from the air stream. •Exhaust Motor: One (1) 3HP 3 phase motor is used to drive the exhaust fan. Motor is an energy efficient industrial motor that meets or exceeds EPACT energy standards. •Exhaust Filters: 20"x20"x2.5" Exhaust fiber glass filter •Intake Filter: 20"x20"1" tacky type filters •Lights: Standard Lights (10) please ask about our LED light upgrade •Structural Support: 14 Gauge Re-enforcement •Main Doors: Standard 9'x9' front doors, three door style with a welded support door frame, heavy duty hinges, locks and handles. 	1
2	Shipping	1
3	<p>Duct Kit 30" Duct kit includes (3) 4' section of round duct, one weather cap, one damper , one flat flashing one storm collar and wrap.</p>	1

Sub Total

Tax

Adjustment

ETL Certified
Fast Lead Times



ETL CLASSIFIED



CONFORMS TO
NFPA STD 33
CERTIFIED TO
CSA STD C22.1

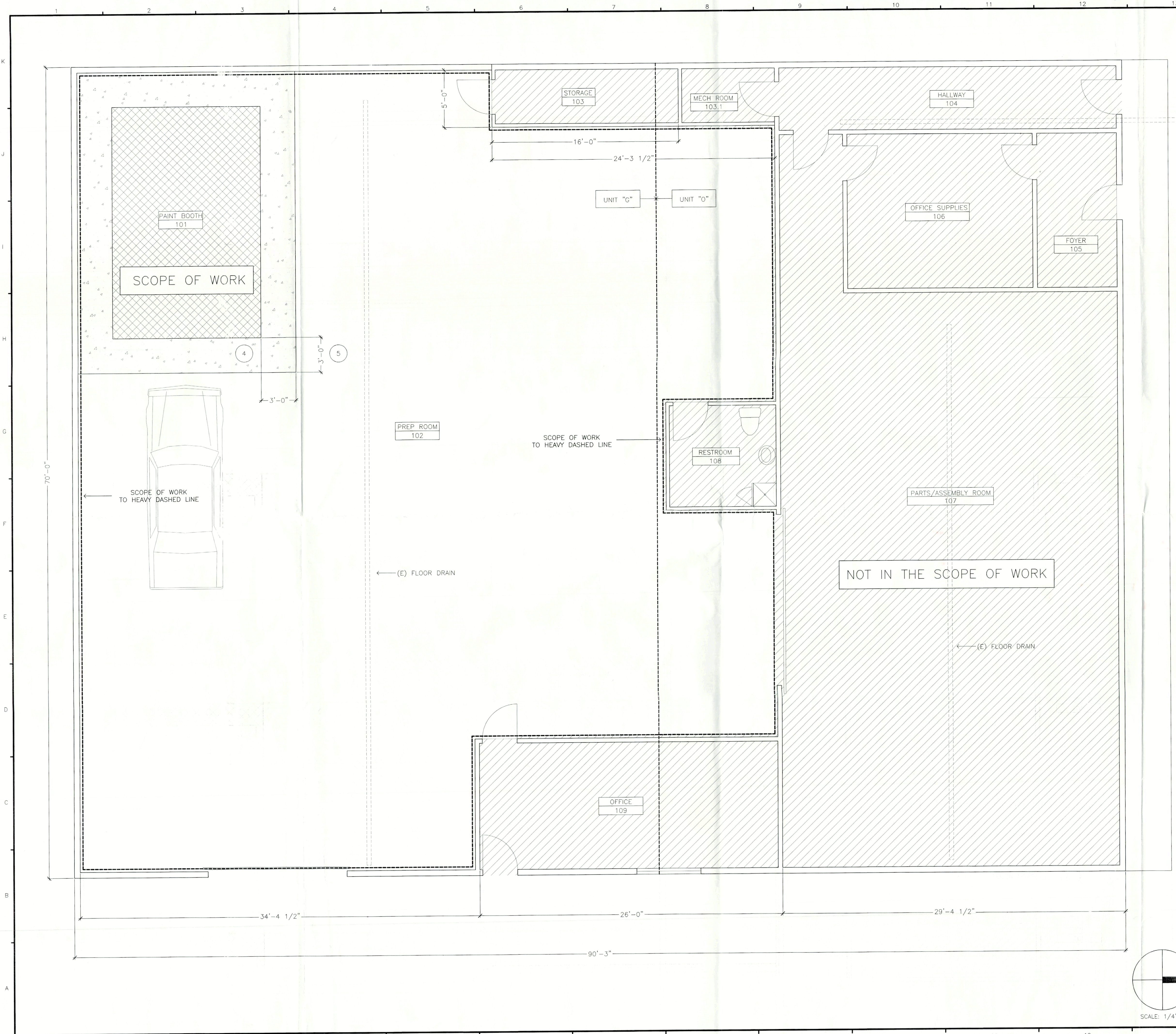
Platinum Finishing Systems

Custom-built spray booths for automotive, industrial, and specialty applications. Quality materials. Proven performance. Built to last.



Terms and Conditions**Terms & Conditions General:**

In this document PFS refers to Platinum Finishing Systems Inc, and customer refers to PFS's contractual customer whose signature or representative's signature appears on this proposal/sales order. This proposal/sales order is for completing the job as outlined above, and does not include any work or materials beyond the scope of this order. Any alterations to the above will be carried out only upon receipt of an executed change of order. This proposal/sales order shall be governed by and interpreted in accordance with the laws of the state of California. In the event legal action becomes necessary all parties agree parties agree to submit the matter to binding arbitration through a local arbitration association with venue in Sonoma county, California, and accept its verdict as final judgment to then be submitted to the court having jurisdiction over the matter. The losing party agrees to pay all costs and attorney's fees incurred by the prevailing party. Equipment shall be shipped F.O.B origin with customer responsible for any subsequent freight damage and or claims with options of having PFS intact as an agent for customer. If customer does own the property where the equipment is to be installed or labor performed the customer must have tenant improvement right as outlined in his lease agreement or be granted written tenant improvement rights for installation of equipment at the time is scheduled to ship or if permits have not been issued, customer agrees to accept delivery and make progress payment at the time. It shall be responsibility of the customer to provide secure storage of the equipment until such time as the facility is ready for installation and/ or permits have been issued. Changes in equipment specifications or build date after contract is executed may incur a penalty charge if imposed by the manufacturer. All new equipment carries manufacturer's warranty. Labor is warranted for one year (no warranties on consumables such as fans belts, spark igniters, flame rods, nozzles, filters, cooler pumps, and bulbs) warranties go into effect after all payments have been made, and will be retroactive to the date the equipment was operational or first used by the customer, whichever is earlier. PFS will not reimburse customer for work done to the equipment by others. PFS is not responsible for damages to the equipment by others or by weather. Warranty is void on equipment a minimum of 30 days prior to a set completion date or the date is null and void. If a verbal or documented start date is delayed by the customer or the permitting process, the customer may be subjected to additional charges if PFS incurs additional expenses or price increases. The building must be ready for equipment installation by the verbal or documented start date; including the completion of all walls, roof, concrete work, overhead work and painting or the completion date is null & void. If the installation does not commence within 6 months of signing the contract, installation pricing is subject to change if PFS incurs costs increases. Permit Filing Service (PFS) if included, this service is for obtaining permits only for equipment/labor noted above. Plan review and permit fees, and any associated costs are additional; customer agrees to pay for these charges. Customer to supply PFS with all available drawings & blue prints of the property & building where the equipment will be installed (preferably in CAD format) and any other information needed to obtain the permit. Customer is responsible for obtaining all other required permits, including environmental permits and any additional requirements of the state or local jurisdictions including the costs of any inspections that may be required on the equipment)



GENERAL NOTES

1. NO WORK TO BE PERFORMED IN DESIGNATED AREA. CONDITIONS ARE EXISTING PER PREVIOUS TENET.
2. ALL DIMENSIONS TO FACE OF FRAMING.
3. REFER TO FIRE RESISTANCE FIRE MANUAL; 16TH EDITION, GA-600-200 FOR INSTALLATION SPECIFICATIONS OF FIRE RATED ASSEMBLIES.
4. SEE SPECIFICATIONS ON TITLE SHEET FOR SPRAY BOOTH.
5. 3' CLEARANCE MUST BE MAINTAINED AT ALL TIMES.

SCOPE OF WORK AREA

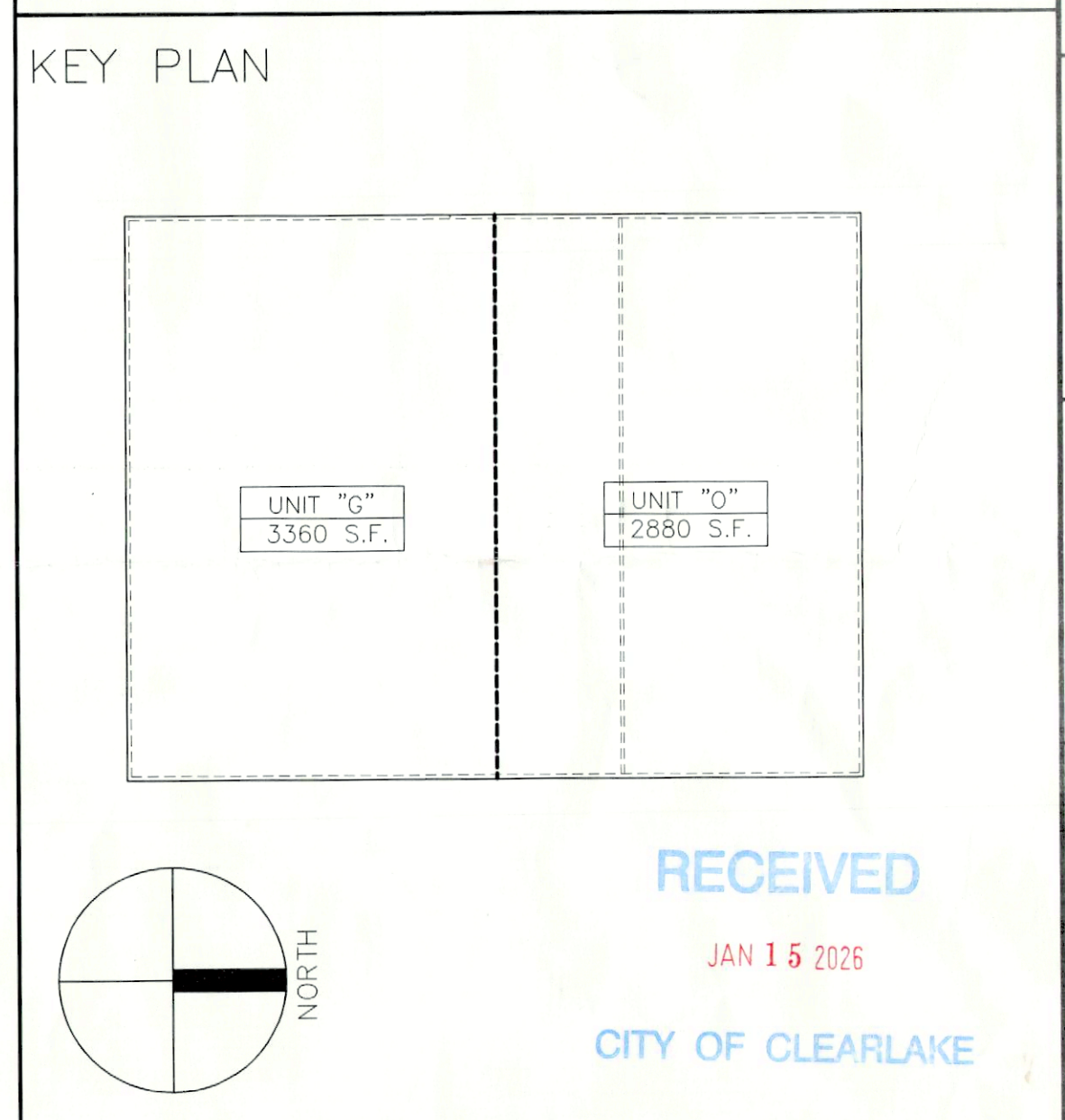
1. SCOPE OF WORK: 3757 S.F.

SCOPE OF NON-WORK AREA

1. SCOPE OF WORK: 2637 S.F.

OCCUPANCY

1. "F" FACTORY INDUSTRIAL



SYMBOLS

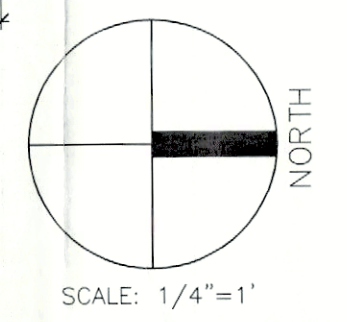
- ◊ DOORS
- ◻ WINDOWS
- ⓐ DETAIL
- ① GENERAL NOTES
- KITCHEN 101 ROOM NAME ROOM ID

FLOOR PLAN "UNIT O/G"

CNG AUTO BODY

VINCENT PRICE DESIGN GROUP
 BUILDING DESIGN - CONSULTING - PLANNING
 3270 GADDY LANE - KELSEYVILLE, CA 95451
 PHONE (707) 279-2525 - VPDG@PACIFIC.NET - WWW.VPDG@INFO.COM

REVIEW	INITIAL	DATE	DATE: AUG 2025
PRELIMINARY			
PLANNING			
BLDG PERMIT			
GENERAL BID			SCALE: 1/4"=1'
PERMIT REV'S			JOB: 08282025
CONSTRUCTION			SHEET 3 OF 6
Do not use drawing for construction unless indicated			A3



C&G AUTOBODY

Dear Hazardous Waste ID Number Contact:

The annual electronic Verification Questionnaire (eVQ) is required to be completed by March 31 (see Health & Saf. Code Section 25205.16 and Cal. Code Regs., tit. 22, Section 66260.410). The Department of Toxic Substances Control has opened web access for the 2026 eVQ reporting cycle.

You are receiving this notification because our records show your hazardous waste ID number meets one of the following criteria:

- You or your company had a hazardous waste ID number that was active at any time during the 2025 calendar year.
- You or your company shipped hazardous waste using an assigned hazardous waste ID number during the 2025 calendar year.

You are the contact for **1** ID number(s), including but not limited to:
CAL000494725.

To complete your eVQ, visit evq.dtsc.ca.gov to register for an account, then log in.

Failure to complete your eVQ by March 31, 2026, is a violation, and you will be subject to late reporting penalties. A handler shall be assessed a separate violation for each hazardous waste ID number that does not comply with this requirement (Cal. Code Regs., tit. 22 ? 66269.32).

If you need assistance with the verification process, please watch the [eVQ training video](#). If you still have questions after viewing the eVQ training video, please call 1-877-454-4012 (Monday through Friday from 9 a.m. to 2 p.m., Pacific Time) or email evq@dtsc.ca.gov.

Thank you,

The eVQ Team
Hazardous Waste Management Program
Department of Toxic Substances Control
evq.dtsc.ca.gov

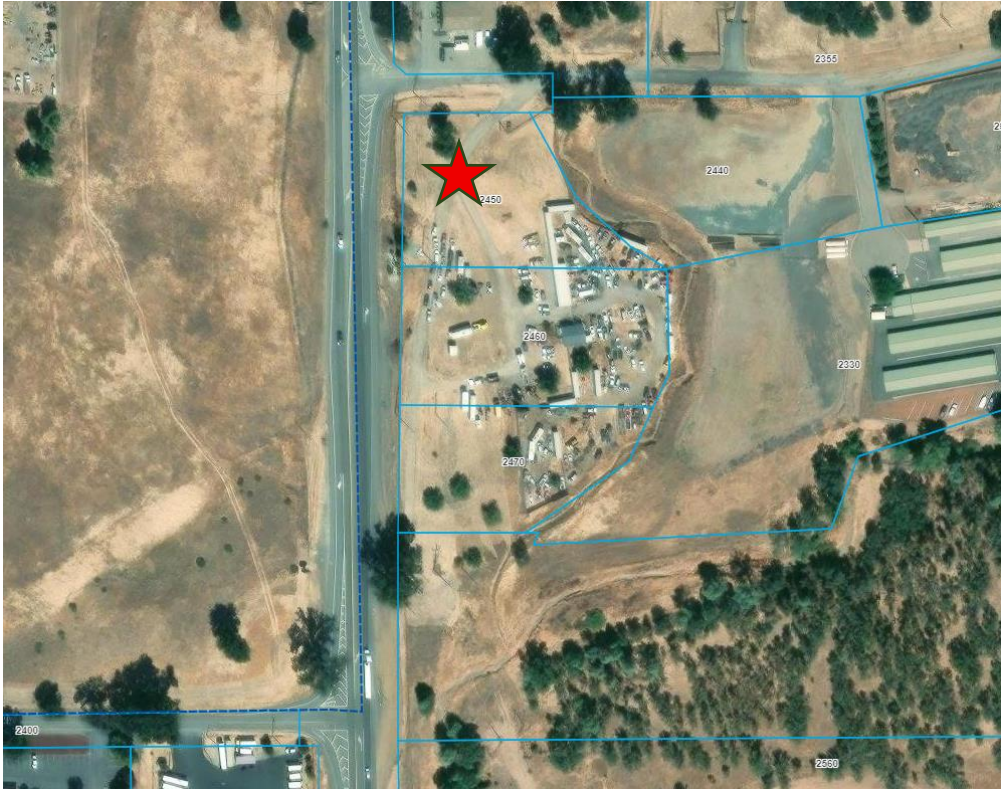


City of Clearlake
Planning Commission

STAFF REPORT	
Subject: Conditional Use Permit, CUP 2026-02 Categorical Exemption, CE 2026-02	Meeting Date: April 7 th , 2026 6:00PM
Submitted By: Mark Roberts – Senior Planner	
Report Purpose <input checked="" type="checkbox"/> Action Item <input type="checkbox"/> Discussion <input type="checkbox"/> Information Only	
Applicant(s): Cindy Nuno	
Property Owner: Vitmer Holdings, LLC	
Location: 2450 Ogulin Canyon Road; (APN: 010-044-11)	

What is Being Asked of The Planning Commission:

The Planning Commission is being asked to consider Conditional Use Permit, CUP 2026-02, and corresponding environmental filing, Categorical Exemption, CE 2026-02 to allow the development and operation of a drive-up recycling center for California CRV materials located at 2450 Ogulin Canyon Road, Clearlake, California 95422, further described as Assessors Parcels Number 010-044-11.



PROJECT SUMMARY:

The proposed operation will function as a drive-up recycling facility where customers may enter the recycling yard and proceed to the designated customer service area to unload recyclable materials into designated containers.

An employee will be stationed near the entrance gate beneath a portable shade canopy equipped with a portable desk, chair, and weighing scale. Recyclable materials will be weighed on site, and customers will receive payment based on the weight of eligible California Redemption Value (CRV) containers.

The operation will include the placement of two 9-foot by 20-foot (360 square feet in total) storage sheds/cargo containers, which will be used for the storage of collected recyclable materials. To maintain site cleanliness and minimize visual impacts, no recyclable materials, trash, or debris will be stored outdoors overnight. All collected material will be stored within the secured containers during non-operational hours. Materials will be periodically loaded into trucks and transported off-site to a licensed recycling processing facility.

The recycling yard will provide designated parking areas for staff and customers, including one ADA-compliant accessible parking space. A clearly defined accessible path of travel will connect the parking area to the customer service area. Additional site improvements will include perimeter landscaping along the north, west, and south boundaries of the fenced recycling yard. Motion-detecting solar lighting will be installed on both storage sheds to enhance nighttime security while minimizing energy consumption. The hours of operation will be 9AM to 5PM Monday through Saturday. (*Refer to Attachment 1 for details*)

AGENCY REVIEW:

A request for Review (RFR) was distributed via email on February 9th, 2026, to all applicable Federal, State and local agencies for review. Departments were asked to provide and submit comments no later than February 27th, 2026. During the review period, the city received comments from the following (*Refer to Attachment 2 for details*).

- Lake County Air Quality Management District
- City of Clearlake – Code Enforcement Division
- Lake County Environmental Health
- Lake County Special Districts

ZONING AND GENERAL PLAN CONSISTENCY:

Zoning Regulations: Pursuant to Chapter 18-45 (Definitions) of the City Municipal Code, a *Recycle Center (drop-off recycling center)* is an operation where acceptable materials, such as glass bottles or aluminum cans are accepted for compensation/donation and temporarily stored in containers until transferred to a recycling processing center. A *Small Recycling Collection Facility* occupies less than five hundred (500) square feet in area when located within a commercial or industrial zoning district. In accordance with Section 18-18.040 (*Industrial, Communication, and Transportation – Table 6*) of the City Municipal Code, small recycling centers are permitted within the Industrial Zoning District upon securing a Conditional Use Permit (CUP). Additionally, the project is not anticipated to generate noise, traffic, or environmental impacts beyond those typical of a small-to-moderate recycling facility operating within an industrial zoned area. As conditioned the proposed project is consistent with the applicable provisions of the City Municipal Code.

General Plan: The proposed recycling facility is consistent with the City of Clearlake 2040 General Plan. The project supports key economic development objectives by creating employment opportunities by expanding recycling and waste management services for residents of Clearlake and Lake County as a whole. Additionally, by locating within the Ogulin Canyon Industrial Area, the project aligns with the General Plan’s land use strategy of concentrating compatible industrial uses.

ENVIRONMENTAL REVIEW (CEQA):

The California Environmental Quality Act (CEQA) requires agencies to evaluate the environmental impacts of land use actions. After reviewing the application, agency comments, and the project’s location within an urbanized area staff has determined the project to be Categorically Exempt from the California Environmental Quality Act (CEQA) in accordance with Chapter 19, Section 15303 (c) – Class 3 (New Construction or Conversion of Small Structures). Staff determined the project qualifies for this exemption as it consists of the construction and location of new/small facilities or structures less than 2,500 SQFT of floor area involving the use of hazardous materials and/or less than 10,000 SQFT in an urbanized area. Additionally, based on the project design and with the incorporated conditions of approval there are no unusual circumstances which may lead to a significant effect on the environment, including impacting the scenic corridor along State Highway 53 as the structures will be placed outside the known corridor boundary.

LEGAL NOTICE & PUBLIC COMMENT

The public hearing was noticed at least ten (10) days in advance in an electronic publication of the Lake County Record Bee on Saturday, March 28th, 2026, and mailed (via USPS) to all surrounding property owners within 300 feet of the subject parcel as required pursuant to the Clearlake Municipal Code.

- All mailing addresses are drawn from the electronic database supplied by the Lake County Assessor Office.
- The City of Clearlake did not receive any written public comment or concerns regarding the project.

MOTION/OPTIONS:

1. Move to Adopt Resolution PC 2026-02, A Resolution of the Planning Commission of the City of Clearlake Approving Conditional Use Permit, CUP 2026-02 and Categorical Exemption, CE 2026-02 to allow the development and operation of a drive-up recycling center for California CRV materials located at 2450 Ogulin Canyon Road, Clearlake, California 95422, further described as Assessors Parcels Number 010-044-11.
2. Move to deny Resolution PC 2026 - 02 and direct staff to prepare appropriate findings.
3. Move to continue the item and provide alternate directions to staff.

ATTACHMENTS:

- 1) Submitted Application and Plan Packet
- 2) Agency Comments
- 3) PC Resolution 2026-02
- 4) Conditions of Approval

January 28, 2025

Mr. Mark Roberts – Senior Planner
City of Clearlake Planning Commission
City of Clearlake
Clearlake City Hall
14050 Olympic Drive
Clearlake, CA 95422

Re: Conditional Use Permit Application For Clearlake Recycling Center

Dear Mr. Roberts and Planning Commissioners:

Enclosed are the revised/updated Conditional Use Permit application forms, documents, plans, project description, and other related documentation for the proposed Clearlake Recycling Center to be developed on a portion of the 1.46-acre parcel located at 2450 Ogulin Canyon Road (APN 010-044-11). This property has an existing auto-related business that currently operates on an adjacent part of the site. The Recycling Center area will be situated about 250' east of Highway 53, in the currently vacant northeastern part of APN 010-044-11.

The Recycling Center project entails the proposed development of a small-scale drive-in drop-off/customer service area on the south side of Ogulin Canyon Road, east of Highway 53. Please note that there are additional operational details and project information provided in the Project Description, the Supplemental Data sheets, and on the site plan.

Attached please find:

- City of Clearlake Conditional Use Permit Application Form
- Supplemental Data Sheets
- Project Description
- Project Site Plan
- Project Site Rendering
- Site Photo and Aerial
- Lease Agreement
- Sign Concept

Thank you for your consideration of this Conditional Use Permit application. Please let me know if there is a need for additional information or clarification. I look forward to doing business in the City of Clearlake.

Thank you.

Cindy Nuno

Cindy Nuno – Owner
Clearlake Recycling Center



City of Clearlake

14050 Olympic Drive, Clearlake, California 95422
(707) 994-8201 Fax (707) 995-2653

Planning Application

CONDITIONAL USE PERMIT CEQA Categorical Exemption

OFFICE USE ONLY

Section E, Item 2.

Administrative Use Permit Fee	\$2,200.00
Categorical Exemption (CE) Fee	\$150.00
General Plan Maintenance Fee	\$25.00
Technology Fee (2%)	\$47.50
Subtotal	\$2,422.50
County of Lake Filing Fee for CE	\$50.00
3% CC/DC Processing Fee (Add \$72.68 to sub total)	
Total	\$2,472.50

Received By: _____
 Date: _____
 Receipt Number: _____
 File Number: **CUP 20** --

APPLICANT

NAME: Cindy Nuno
 MAILING ADDRESS: 1636 Danbrook Drive
 CITY: Sacramento
 STATE: California ZIP CODE: 95835
 PRIMARY PHONE: 916-698-2041
 EMAIL: cindy.nuno11@yahoo.com
 SIGNATURE:

I declare under penalty of perjury that I am the owner of said property or have written authority from the property owner to file this application. I certify that all the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.

PROPERTY OWNER (IF NOT APPLICANT)

NAME: Vitmer Holdings
 MAILING ADDRESS: 7016 Sylvan Road
 CITY: Citrus Heights
 STATE: California ZIP CODE: 95610
 PRIMARY PHONE: _____
 EMAIL: _____
 SIGNATURE: See attached Lease Agreement

I declare under penalty of perjury that I am the owner of said property or have written authority from the property owner to file this application. I certify that all the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.

PROJECT LOCATION

ADDRESS: 2450 Ogulin Canyon Road
 ASSESSOR PARCEL NUMBERS: 010-044-11
 PRESENT USE OF LAND: Vacant land and auto storage
 WATER SUPPLY: PUBLIC GROUNDWATER WELL
 SANITATION: PUBLIC SEWER SEPTIC SYSTEM
 FLOOD ZONE: N/A

OFFICE USE ONLY

ZONING DISTRICT: I - Industrial
 GENERAL PLAN DESIGNATION: Industrial
 RELATED FILE NUMBERS: N/A
 NOTES: _____
 APPROVED: _____ DATE: _____

DESCRIPTION OF PROJECT

Development and operation of a drive up Recycling Center for California CRV materials.
Please see the attached Project Description and Site Plan for more details.

Supplemental Data for Use Permit

Please answer the following questions as thoroughly as possible. If questions do not apply to your project, please provide an explanation of why. Use separate sheets of paper if necessary. **IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE CITY OF CLEARLAKE - PLANNING DIVISION.**

Description of objective of project and its operational characteristics:

Type of Business: Recycling Center for CRV materials.

Product or service provided: Drop off and temporary storage of CRV bottles and cans in existing cargo containers.

Hours of operation: 9 AM to 5 PM Days of operation: Monday through Saturday

Number of shifts (normal): 1 Number of shifts (peak): 1

Employees per shift (normal): 1 Employees per shift (peak): 1-2

Number of deliveries per day: 10 Number of customer per day: 10

Number of pick-ups per day: 0-1 Lot size: 1.46 Acres

Number and type of company Vehicles: 1P.U. Type of loading facilities: At grade

Floor area of existing structures: 640 square feet Proposed building floor area: 0

Number of existing parking spaces: 0 Number of proposed parking spaces: 4

Number of floors: 1

Additional relevant information: See Site Plan and Project Description.

Supplemental Data Continued)

When do you anticipate starting construction?

As soon as the Use Permit is approved, February 2026.

How long will construction take?

2-3 weeks.

What days/times will construction occur?

Monday through Saturday 9 AM to 5 PM.

What type of construction equipment will be used?

Backhoe, dump truck, Bobcat, hand operated tools.

How many truck/vehicle trips will be necessary for construction?

Less than 10 trips.

Will equipment be idling during construction?

Occasionally.

Where will construction equipment be staged/stored?

On- site.

Will any trees or vegetation be removed? If yes, please provide type and amounts.

No trees will be removed. Existing grass cover will be grubbed off.

Supplemental Data (Continued)

How much grading is anticipated to occur and where?

Minimal grubbing of the parking and circulation area, compacting of base materials.

Will soil be imported or exported to/from the site? If so from where and what amount?

Road base material from a contractor yard (gravel) will be imported to provide for on site parking and circulation, estimated amount is less than 50 cubic yards.

Is trenching required? If yes, please provide location, dimensions and cubic yards.

No trenching is anticipated.

How much water will be used for construction, operation and maintenance? What is the water source?

Minimal water is needed for this project, if required wetting of the site for dust control will be from a water truck. Operational water for employee will be from retail bottled supply.

Describe how scenic views or vistas are impacted by the cultivation site.

The project is not a cultivation site. It is within the Hwy 53 Scenic Corridor, however, there are no significant scenic vistas or views in this location.

What lighting is proposed for the project? Will areas be lit at night?

No lighting is proposed for this project, however consideration is being given to a combination solar powered security camera/lighting system installation. Lighting would be directed to inside the fenced area.

What type of hazardous materials may and/or will occur on site? How will the hazardous material be disposed of?

This project will not involve the use of hazardous materials.

Supplemental Data for (Continued)

Will this project result in the loss of forest land? If so, describe how many acres and what type of trees.

No.

How will dust, ash, smoke, fumes or odors generated by the cultivation site be managed?

This is not a cultivation site, and there will be no dust, ash, smoke, or odors generated.

Are there any water features (drainages, streams, creeks, lakes, rivers, vernal pools, wetlands, etc.) on-site or immediately adjacent to the project? If yes, will any work take place in or near them?

There is a minor drainage channel outside of the existing fence, about 35 feet to the east. No work is to take place in or near it.

Will there be a loss of any wetland or streamside vegetation? If yes, describe where, total area, and type of vegetation lost.

There will be no loss of any wetland or streamside vegetation.

Describe and site or buildings have any archaeological or historical significance.

There are no existing buildings on the site, except for the cargo shipping containers, that have any archeological or historical significance

What are the slopes on project site?

The project site is level ground with a slight slope to the east.

Supplemental Data (Continued)

Describe the soils found at the site and their potential for landslides, erosion, lateral spreading, subsidence, liquefaction, or collapse.

The project area soils are the Manzanita series, a well drained loam with minimal potential for landslides, erosion, spreading, subsidence, liquefaction, or collapse.

Describe methods to be taken to reduce greenhouse gases.

The proposed recycling operation is recognized by the State of California as a green business. Greenhouse gas generation will be minimal with less than 50 ADT.

Will solid waste be produced? If yes, how will it be disposed of?

Solid waste will be stored in the trash totes supplied by the local Disposal Company and picked up weekly by the City's disposal services contractor.

Will hazardous waste be produced? If yes, how will it be disposed of?

See response to this question above.

How will vegetative waste be managed?

This is not a cultivation project and there will no vegetative waste produce or accepted.

How will growth medium waste be managed?

This is not a cultivation project. There will be no growth medium waste produced.

Will any material be taken to a landfill? If yes, which one and how much material is anticipated?

the only material that will be taken to the landfill will be refuse inadvertently taken in in conjunction with the CRV recycling. The anticipated amount is about one tote per week.

Supplemental Data (Continued)

Describe risk of an explosion or release of hazardous substances in case of an accident.

There will be no risk of explosion or release of hazardous substances.

Do portions of the cultivation site periodically flood?

This is not a cultivation project. The project area site doesn't have a record of flooding.

Describe the existing drainage patterns on the site and how they may be alternated and to what degree as a result of this project.

The existing drainage pattern of the project site is - level/minor surface flow to the east. This project will create a small amount of impervious surface and compacted rock for on site parking and circulation, resulting in minor increase in runoff.

What Best Management Practices (BMP's) or measures will be implemented in order to prevent erosion and impacts to water quality?

If required, a fiber roll berm will be installed along the eastern project area border to contain surface runoff.

Is wastewater treatment required for the project? If yes, what is the source?

No waste water treatment is required for this project. The neighboring business will provide restroom facilities.

Describe how this project is consistent with the City's General Plan and Zoning Ordinance.

This project is consistent with many goals and policies of the City of Clearlake General Plan, including growing a sustainable community and maintaining a mix of uses in appropriate locations. This project is promoting light industrial activity in the Ogulin Canyon Industrial area consistent with LU 5.2.1.1 and provides easy access consistent with G.P. Goal LU 6.

Describe the level and frequency of noise or vibration that will be generated from this project.

There will be little to no noise or vibration generated from this CRV recycling project.

Supplemental Data for Initial Study (Continued)

Describe what measures have been taken to maintain or improve level of service for the appropriate emergency services (Fire, Police, etc.).

The driveway and gate will be improved to accomadate emergency vehicles. The site address will be visibly posted in accordance with LCFD #1 requirements. A Knox Box will be installed if required.

How is the site accessed?

The project site will use the existing driveway from Ogulin Canyon Road. A new 24' wide gravel driveway extension will be constructed to the fenced work and parking enclosure

Describe the amount of traffic the project will generate.

The aticipated average amount of traffic generated by the recycling facility operation will be minimal - 20 ADT.

Are there any road improvements that would be required? If yes, please provide specs (type of materials and dimensions).

There are no improvements required to be made to Ogulin Canyon Road.

Describe if this project will result increased traffic hazards to motor vehicles, bicyclists, or pedestrians?

Due to the minimal traffic generation, there should be no increase traffic hazards to cars, bicyclists, or pedestrians.

Are greenhouses or other accessory structures proposed? If yes, what are the dimensions of the structures and materials/colors they will be constructed out of?

There are no greenhouses proposed. Two of the existing, 8'x40', metal, off white, cargo shipping containers will be utilized for storage of collected CRV materials.

What sources of energy will be used?

Small scale solar, if needed.

Clearlake Recycling Center
Project Description and Information
2450 Ogulin Canyon Road – APN 010-044-11
Clearlake, California
January 28, 2026

Project Location and Description

The proposed Clearlake Recycling Center project involves the development and operation of a California CRV Recycling facility at 2450 Ogulin Canyon Road, Clearlake, CA 95422 - APN 010-044-11.

The proposed Recycling Center will be developed on a portion of the 1.46-acre parcel located at 2450 Ogulin Canyon Road within the City of Clearlake and is further described as APN 010-044-11. This property has an existing auto-related business that currently operates on the site (south). The Clearlake Recycling Center area will be situated about 250 feet east of Highway 53, south of Ogulin Canyon Road in the northeastern part of APN 010-044-11.

The Clearlake Recycling Center project entails the proposed development of a small-scale drive-in recycling facility that will feature a fenced/gated drive-in site, drop-off/customer service area, parking area, and two storage sheds on the south side of Ogulin Canyon Road, east of Highway 53.

Business operational details and project information are provided on the Site Plan and are set forth in the City of Clearlake Supplemental Data for Use Permit form.

The project will have a basic layout and design, utilizing the existing driveway south from Ogulin Canyon Road that will transition into a new 40' wide driveway and gated entry that will open into the fully enclosed fenced recycling yard, as depicted on the site plan (see below). Wrought iron fencing and landscaping will be provided around the entire recycling yard. The chipped sealed or paved recycling center yard area will have an outside dimension of 60' (width) x 70' (length) (3,600 square feet).

The recycling yard will include the placement and use of two 9' x 20' storage sheds, to be located in the center of the yard/parking area in an east west alignment against the east side.

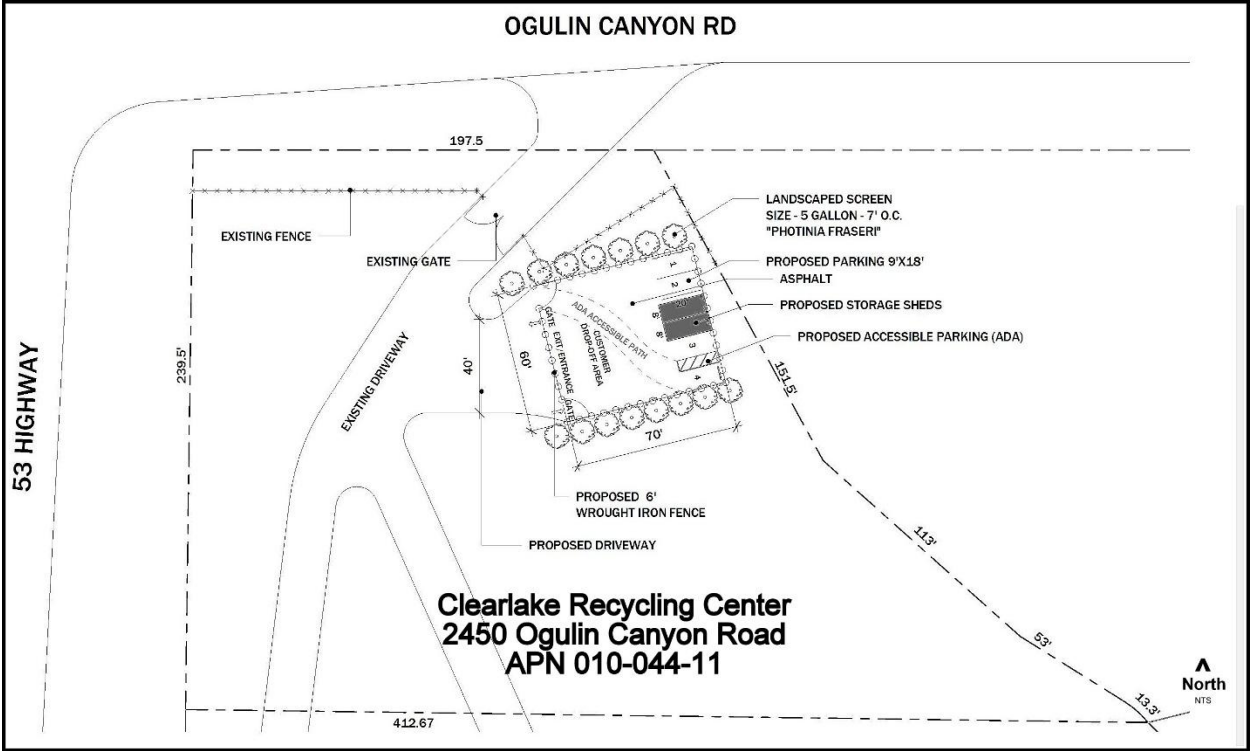
The facility will be a drive up/in operation that will allow customers to pull into the recycling yard through the front gate, drive into the customer service area, stop and park, and unload their California CRV cans and bottles into recycling containers. An employee will be staged near the gate, under a portable shade canopy with a small desk/chair and scale. Upon weighing the recycling materials, the customer will receive payment and then will be able

to loop around and leave the site via the driveway, back to Ogulin Canyon Road and Hwy 53. Recycling Center staff will then move the recycling materials/containers into one of the storage shed for temporary storage. The storage sheds are to be locked and secured during off hours. There will be no recycling cans, trash, or related debris left outside overnight. The storage of recycling materials will be within the locked storage sheds/containers. The collected recycling materials will be periodically loaded into a truck and transported off site to an out-of-area processing facility.

As noted on the site plan, the recycling yard will include an area for staff and customer vehicle parking, including an ADA van accessible space. The path of travel is noted. The parking spaces will be developed at 90-degree angles.

Other proposed site improvements includes perimeter landscaping installed on the north, west, and south sides of the fenced yard. Motion detecting solar lighting will be installed on the two storage sheds.

Site Plan



The recycling center will operate - Monday through Saturday from 9 am to 5 pm with 1-2 employees on duty.

No new permanent buildings are proposed with the new facility and as such there will be no new utilities (sewer, water, power) initially extended to the site. A small solar system will be used for the power supply. Restrooms for the Recycling Center employees will be available next door.

Background Information and Existing Site Conditions

The subject property is partially developed with an auto-related business; however, the specific location of the Recycling Center is flat and undeveloped.

Access to the site is from Highway 53 to Ogulin Canyon Road. An existing driveway extends southward from Ogulin Canyon Road through a gate into the property and loops around to provide access to the existing site improvements.



Burns Valley Creek, a seasonal surface water course exists to the south of the parcel with a minor tributary creek on the east side that flows through an open channel from north to south.

Land in the vicinity of the site is zoned Industrial and is developed with heavy commercial uses. Land to the east is used mainly for watershed, wildlife habitat, farming, industrial uses and homesite development. The project site is located in Ogulin Canyon, east of Burns Valley, and is bordered by Ogulin Canyon Road and storage/light industrial uses to the north. Blackeye Canyon is to the east.

The Soil Survey Geographic Database (SSURGO) maintained by the United States Department of Agriculture (USDA) and National Resource Conservation Service (NRCS) indicates that the project site is underlain primarily by soils of the Manzanita Series which consist of very deep, well drained loam formed in alluvium from mixed rock sources. They

occur on terraces with slopes of 2 to 25 percent. Manzanita Series soils are used for a wide variety of purposes, mostly agricultural, including walnut orchards, wine grape vineyards, hay, and livestock grazing, but also homesite developments (USDA-NRCS 2003).

The subject parcel is in the Clearlake City Limits (NW corner) and is zoned I – Industrial District. The City of Clearlake Zoning Ordinance provides detailed zoning requirements and standards regarding recycling operations, minimum parking requirements, street improvements, parking design standards, driveway approach standards, landscaping development standards, environmental review procedures, storm drainage provisions, and a number of other sections dealing with trash receptacles slopes and soils, outdoor lighting, addressing, protected trees, tree protection regulations, and other requirements.

The City requires Conditional Use Permit approval for the proposed development and operation of a recycling facility and the use of shipping cargo containers and may require the operators to enter into a Development Agreement.

Compliance with the City of Clearlake Zoning Ordinance

Small Recycling Centers. The City of Clearlake Zoning Ordinance contains various provisions that apply to Small Recycling Facilities (SRF). The proposed Clearlake Recycling Center is in conformance with Section 18-19.170 of the Ordinance - Performance Standards for SRF's. The Center will accept only CRV glass, metals, and plastic containers. Used motor oil will not be accepted. The Center will not use power-driven processing equipment.

Standard 32-gallon trash can/containers will be used to collect recyclables and stored inside the storage sheds/containers when the site is unattended and secured from unauthorized entry. The site will be maintained free of litter and any other undesirable materials. The recycling facilities are not located within 100 feet of a residential property. Containers will be clearly marked to identify the type of material which may be deposited. The facility will have information posted to identify the name and telephone number of the facility operator, the hours of operation, and a notice stating that no material shall be left outside the recycling enclosure or containers (see attached sign rendering). Landscaping and fencing for screening purposes will be provided.

Scenic Corridor. The City Zoning Ordinance indicates that there is no comprehensive list of specific features that automatically qualify as a scenic resource. There are certain characteristics that are identified by the City which contribute to the determination of a scenic resource. There are some characteristics associated with this project including a hill formation in between Hwy 53 and the site that will be retained. There are no historic building and/or known locations in accordance with the California Office of Historic Preservation. There do not appear to be features identified in applicable City planning documents and/or reports/assessments as having special scenic value or features integrated with its surroundings or overlapping scenic elements that form a

panorama view, such as Clear Lake or Mount Konocti associated with the site. There are no vegetative or structural features that have local, regional, or statewide importance. The site is within a scenic corridor, however there are existing improvements such as double utility lines, existing development, and other conditions which degrade the visual environment. In order to comply with the spirit of the City Scenic corridor policy, some measures will be incorporated in the project to lessen visual impacts including:

- Limits on the extent of grading and no tree removal.
- No new permanent buildings are proposed. Two 9’x20’ prebuilt sheds will be placed on the east side. They will each be identical with a peaked roof, asphalt roofing shingles, an access door, and will be painted a tan or cream non-reflective color to avoid glare and contrast.
- 6’ tall wrought iron fencing and landscaping will be provided.
- No glare producing lighting is proposed.



The City has provided several Design Standards Exhibits (A-E) that apply to the development and operation of Recycling Center facilities.

Exhibit A - Off Street Parking and Loading. All parking spaces reserved for the disabled will be constructed and signed in accordance with applicable state and federal laws. No motorcycle, bike, or covered parking will be provided. Entrances and exits will be marked

with an appropriate sign and pavement marking. Disabled car spaces will be signed with pavement marking or markings in accordance with applicable codes and laws. Plans for the parking lot will conform to City standards for grading, paving, striping, signing, curbing, lighting, landscaping, stormwater treatment, and trash/recycling enclosures. The Recycling Center is within an Industrial zone and will provide an all-weather surface enclosed by a six (6') foot high fence. The car park and driveway will be prepared and compacted so that surface waters will drain onto adjacent open area and will have an all-weather, dust-free surface. The 90-degree head in parking spaces will be 9' x 20' in dimension with 24' of backup area. A 5' wide (oleander or photinia faseri) landscape area for the small car park and customer drop off area will be provided around the fenced perimeter as indicated on the site plan.

Exhibit B – Fence Design. 6' tall fencing is proposed around all sides of the parking and recycling materials drop-off area. Fencing will be used in conjunction with the proposed perimeter landscaping to create a living screen wall effect as indicated in the City standards.

Exhibit C – Lighting. Consistent with City policies and in order to preserve the nighttime sky in this area of Clearlake, no permanent lighting is proposed. However, downlit and shielded security lighting in the form of commercial solar powered fixture(s) will likely be installed/mounted on the storage shed front wall, to discourage prowlers. All equipment, recycling containers, and other work items will be moved into the sheds and locked up every night.

Exhibit D – Landscape and Irrigation Standards. As indicated above, a 5' wide landscape perimeter with oleander or photinia faseri plants will be installed around the northern and southern sides of the parking/customer drop off area. These plant choices are low water users once they are established. A 2" layer of mulch will be applied and soil amendment will be used if required. Because of the lack of City water in this area, installation of an irrigation system is not anticipated. If required by the City, the irrigation system will comply with the minimum standards.

Exhibit E – Trash Enclosure Design Standards. Given the small site and operating characteristics of the Recycling Center, there will be a need for some trash collection totes. It is anticipated that a standard trash tote and a recycling tote will suffice for the project. These totes will be placed in the northwest corner of the site during the daily operating hours and moved inside the storage shed/containers at night, or a separate trash enclosure will be provided. The totes will be emptied weekly by the City's contract waste hauler.

Clearlake Zoning Ordinance in Section 18-28.040. The City of Clearlake Zoning Ordinance in Section 18-28.040 establishes procedures and findings for accommodating uses that may have the potential to cause adverse effects on surrounding properties. The City

procedures apply to all proposals for which a conditional use permit is required. A conditional use permit can be approved or approved with conditions by the Planning Commission, if, based upon information provided by the applicant, all of the following findings are made:

- 1. That the proposed use at the size and intensity contemplated, and at the proposed location, will provide a development that is necessary or desirable for, and compatible with, the neighborhood or the community.*

Applicants Response and Findings. The project at the 2450 Ogulin Canyon Road site is proposed/designed at a size and intensity that is reasonable for a portion of the 1.46-acre parcel. The site plan details a proposed layout that fits the site and illustrates that the required improvements are consistent with the City Zoning Ordinance.

The proposed project will provide a development that is necessary, desirable, and compatible with the community wide need for CRV recycling.

The proposed project will provide a development that is compatible with the neighborhood, as there are commercial operations and/or businesses in the near vicinity, including at the LaRosa Plaza site just to the north. The proposed project is in a well-planned and secure location, which provides for a compatible land use situation.

- 2. That such use as proposed will not be detrimental to the health, safety, convenience, or general welfare of persons residing or working in the vicinity, or injurious to the property, improvements, or potential development in the vicinity with respect to aspects including, but not limited to, the following:*
 - (a) The nature of the proposed site, including its size and shape, and the proposed size, shape, and arrangement of structures,*
 - (b) The accessibility and traffic patterns for persons and vehicles, the type and volume of such traffic, and the adequacy of proposed off-street parking and loading,*
 - (c) The safeguards afforded to prevent noxious and offensive emissions such as noise, glare, dust, and odor,*
 - (d) Treatment given, as appropriate to such aspects as landscaping, screening, open spaces, parking areas, loading areas, service areas, lighting, and signs.*

Applicants Response and Findings. The proposed uses at the 2450 Ogulin Canyon Road Site will not be detrimental to the health, safety, convenience, or general welfare of persons residing or working in the vicinity, or injurious to the property, improvements, or potential development in the vicinity. The proposed site improvements have been well planned to minimize detrimental impacts and conflicts with people residing and working in the area, property and improvements in the neighborhood or the general welfare of the city.

The site improvements will be developed and operated in accordance with City standards and will provide for a convenient, open and healthy site consistent with the City regulations.

The site improvements will be situated north of the existing cargo containers and will comply with City property line setbacks from adjoining properties and structures in order to minimize perceived detrimental health, safety, morals, comfort, and general welfare impacts to people in the neighborhood and the region.

The intent with regard to development of the recycling project is to be sensitive to the comfort and general welfare of the Ogulin Canyon Road area by installing and operating state-of-the-art recycling facilities and equipment in order to minimize detrimental impacts.

The subject property is an existing semi-developed site. The proposed project involves construction of a small facility which is proportionate in size and scale with land use activities on other properties in the vicinity.

The nature of the proposed facility is conducive with the proposed size, shape, and arrangement of both the new and existing structures in the area. The proposed site improvements are to be developed in an area that is level and clear.

The accessibility of the property is good; a new driveway will be developed into the recycling facility from the existing driveway south of Ogulin Canyon Road. There will be sufficient driveway queueing (stacking) area for 6 to 8 vehicles if needed.

Traffic patterns for persons and vehicles that will be using the site are good. The type and volume of traffic on Ogulin Canyon Road is relatively low when compared to other streets and roads in Clearlake. The pattern of land development to the east, north and south is rural in nature and as such the areas generate a small amount of traffic that passes by the 2450 Ogulin Canyon Road site.

The proposed off-street parking and loading areas have been incorporated into the project design with 3 standard spaces and 1 ADA van accessible space

There will not be any issues associated with noise, glare, dust, and odor. The placement of the recycling facility with adequate setback distances from property lines and nearby structures is a key safeguard for reducing noise, odor, dust, and lighting concerns.

There are conditions of approval that can be implemented including: the use of shielded and downlit lighting; paving or chip sealing of the parking lot and driveways and installation of landscaping or fencing to minimize visual scenic corridor impacts.

The project will provide landscaping as mandated by the City of Clearlake. Screening of site improvements or facilities will be completed to City standard.

There will be open space preservation particularly around the west and north sides of the site. No trees will be impacted or removed as a consequence of this project.

Proposed parking and service areas are depicted on the site plan and are adequate to serve the intended uses. Proposed lighting and signage will be commensurate with other industrial projects in the City of Clearlake.

3. That such use or feature as proposed will comply with the applicable provisions of this Chapter and will be consistent with the policies and standards of the Clearlake General Plan. (Ord. #2010-146, S2).

Applicants Response and Findings. The proposed recycling uses at the 2450 Ogulin Canyon Road site are consistent with the applicable provisions of the City of Clearlake Zoning Ordinance and with the policies and standards of the Clearlake General Plan.

East of Hwy 53, the initial portion of Ogulin Canyon Road (1/2 mile) is within the City of Clearlake. The City of Clearlake General Plan Circulation Element Figure 4.1. Circulation Map identifies Ogulin Canyon Road as a basic street. The Clearlake General Plan Circulation Element contains a number of Goals and Policies regarding the City street system, however, there does not appear to be any policy applying specifically to Ogulin Canyon Road. The Ogulin Canyon Road surface is in good condition at this location.

Conclusion:

This Project Description and application plans/documentation provides support for the approval of this Use Permit application to allow recycling center activities at 2450 Ogulin Canyon Road.

The 2450 Ogulin Canyon Road development concept is fairly straight forward and provides a well-planned and designed project that will encourage good site circulation, efficient operations, and economic performance.

The City of Clearlake is supportive of land-use projects which conform to City regulations. This proposed project complies with City standards, has the potential to enhance job

opportunities, satisfies a need within the community, and may generate economic development benefits.

Approval of this project will provide numerous public benefits, enhance the Ogulin Canyon Road area, provide for the cleanup and redevelopment of the subject property, and comply with the City Zoning standards.

It is respectfully requested that the City of Clearlake Planning Commission approve the Conditional Use Permit application.

Thank you.

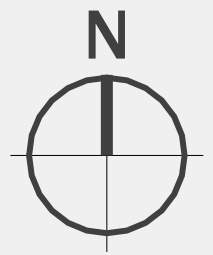
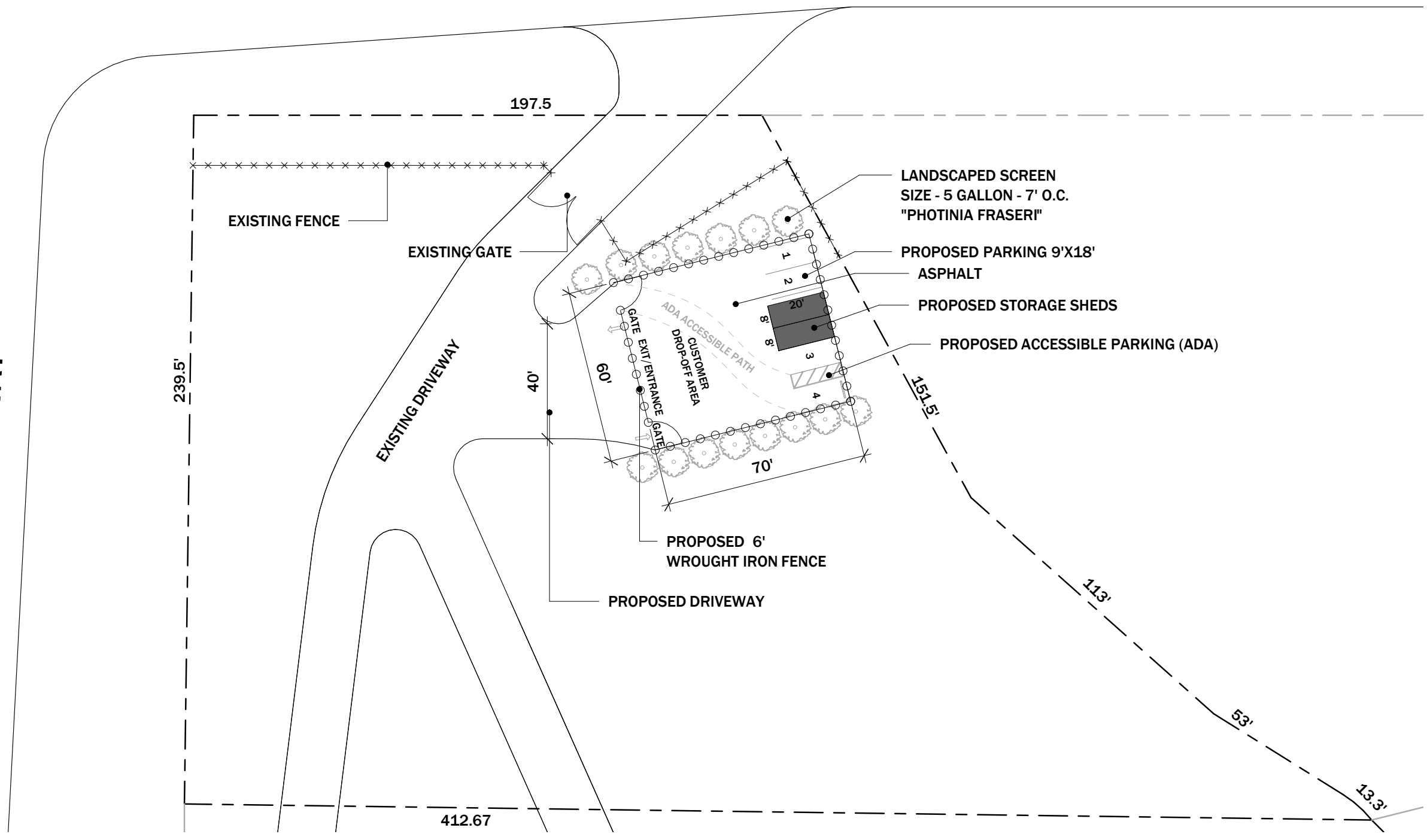
Cindy Nuno

Cindy Nuno
Clearlake Recycling Center
916-698-2041

OGULIN CANYON RD

Section E, Item 2.

53 HIGHWAY



REVISION	DATE

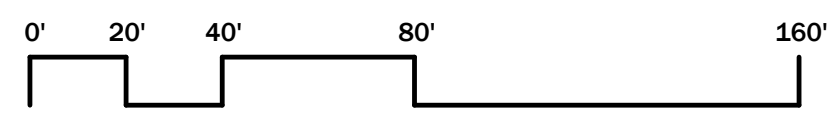


PROJECT:
**CLEARLAKE
 RECYCLING 2450
 OGULIN CANYON
 ROAD, CLEARLAKE**

SITE PLAN

SCALE: 1" = 40'-0"

JURISDICTION CITY OF CLEARLAKE
 PARCEL NUMBER 010-044-11
 LOT AREA 1.46 ACRES



C-1 65



LEASE AGREEMENT

Property Address: 2450 State Hwy 53 Clearlake CA, 95422

Lessor (Property Owner): Vitmer Holdings

Lessee (Tenant): Cindy Nuno

This Lease Agreement (“Agreement”) is made and entered into on this 10 day of December, 2025, by and between:

Lessor: Alexander Vitmer (“Lessor”)

Lessee: Cindy Nuno (“Lessee”)

1. Premises

Lessor agrees to lease to Lessee a portion of the property located at 2450 Ogulin Canyon Rd, Clearlake, CA, sufficient for the operation of two 40ft shipping containers used as a CRV Recycling Center.

2. Term

The lease shall begin on February 1st, 2025, and shall continue a month-to-month basis, unless terminated by either party with 30 days' written notice.

3. Rent

Lessee agrees to pay Lessor \$500 per month, due on the 1st of each month unless otherwise agreed in writing.

4. Use of Premises

Lessee shall use the premises solely for operating a CRV Recycling Center. All operations will comply with city, county, and state requirements.

5. Utilities & Maintenance

Lessee is responsible for keeping the leased area clean, safe, and orderly. Lessor is not responsible for providing utilities unless separately agreed in writing.

6. Liability

Lessee agrees to operate safely and in compliance with all regulations. Lessee shall hold Lessor harmless from liabilities arising from Lessee's business operations.

7. Access

Lessee shall have access to the leased area during agreed operating hours. Lessor retains the right to access the property with reasonable notice.

8. Contingency Clause

This lease is contingent upon the tenant obtaining all necessary government approvals from the city of Clearlake and the State of California (Cal Recycle) to legally operate a CRV Recycling Center at the premises.

9. City Required Modifications

Lessor agrees that improvements or modifications required by the City of Clearlake or any governing agency including but not limited to fencing, gravel surfacing, designated operating areas, are permitted. Lessee may install such improvements at Lessee’s expense if they are required to obtain or maintain legal approval to operate.

10. Entire Agreement

This Agreement contains the full understanding between the parties and supersedes all prior agreements. Any changes must be made in writing and signed by both parties.

SIGNATURES

Lessor: _____

5CE44CD010D649E...

Date: 12/10/2025

Alexander Vitmer

(916) 412-7761

Lessee: _____

53621C72F97440E...

Date: 12/10/25

Cindy Nuno

(916) 698-2041



Sign Information to include:

Clearlake Recycling Center and CRV Redemption

2450 Ogulin Canyon Road

Open Monday Through Saturday 9 AM to 5 PM

916-698-2041

No Off Hour Deposits





LAKE COUNTY AIR QUALITY MANAGEMENT DISTRICT

2617 South Main Street
Lakeport, CA 95453
Phone (707) 263-7000
Fax (707) 263-0421



Douglas G. Gearhart
Air Pollution Control Officer
doug@lcaqmd.net

-MEMORANDUM-

To: Mark Robert, Senior Planner
City of Clearlake

DATE: February 17, 2026

MRoberts@clearlake.ca.us

FROM: Douglas Gearhart, APCO

SUBJECT: Cindy Nuno, Vitmer Holdings, LLC •• APN 010-044-11 •• CUP 2026-02, CE 2026-02 •• Request for review for development and operation of a recycling center located at 2450 Ogulin Canyon Rd, Clearlake, CA 95422

Lake County Air Quality Management District received a Request for Review for the above reference project. Development and operation of a small recycling center is not expected to cause significant air quality impacts, as long as the operator manages the facility to minimize development of a line and/or significant vehicle idling at the site.

Dust mitigation is required during construction and operation. Use of yard blowers or equipment that entrains fine particulates and toxics into the air should be avoided. Exposed surfaces and stripped soil storage areas should be maintained through vegetation or other treatment to prevent wind erosion and fugitive dust.

The Lake County Air Quality Management District has adopted a new fee schedule during 2025, which is not in effect. Fee for this projects are as follows:

1. CEQA Review Fee: \$63.00,
2. Area Source Fee - Grading for non-agricultural land conversion: \$44.00 per acre with a \$125.00 minimum fee.,
3. Area Source Fee - commercial buildings: \$0.50 per square ft, with a \$100.00 minimum fee, and
4. Area Source Fee - Commercial/Industrial Parking Lots (new): \$10.00 per paved parking space or per \$180 SqFt for unmarked parking lots, with a \$50.00 minimum. (If EV charging spots are proposed, please provide additional details for a reduction in the Area Source Fee for the EV charging sites).

The review fee is due now, the area source fees are due prior to issuance of construction permits.

As described with appropriate control measures in place for construction and operation, the emissions from this facility are not expected to create significant risk. Permitting may be required in the future, but as described, an Air District permit is not required at this time. The Air District can support the issuance of the Conditional Use Permit and Categorical Exemption upon receipt of the review fee.

From: [Lee Lambert](#)
To: [Mark Roberts](#)
Subject: Fw: Request For Review (RFR) CUP 2026-02 located at 2450 Ogulin Canyon Rd.
Date: Tuesday, February 10, 2026 1:09:27 PM
Attachments: [image001.png](#)
[RFR CUP 2026_02 Packet_2450 Ogulin Canyon Rd..pdf](#)

It would be my recommendation that specific, and strict, guidelines be required pertaining to the exterior conditions of the property.

1. All exterior locations where recycling is handled, redeemed, sorted, stack or stored shall be cleaned and disinfected daily to prevent build up on surfaces.
2. Adequate amount of trash disposal cans be placed in sorting and redemption areas.
3. Some type of perimeter barrier / fencing to prevent loose bags and / or trash from blowing off of the property.

Lee Lambert

Clearlake Police Department
Code Enforcement Bureau Supervisor

From: Jan Brejska <jbrejska@clearlakepd.org>
Sent: Tuesday, February 10, 2026 10:48 AM
To: Lee Lambert <llambert@clearlakepd.org>; Ryan Peterson <rpeterson@clearlakepd.org>; Steven Felder <sfelder@clearlakepd.org>
Subject: FW: Request For Review (RFR) CUP 2026-02 located at 2450 Ogulin Canyon Rd.

I am not sure you received this request from Mark.

Jan Brejska

Code Enforcement Technician

My regular office hours: Monday – Thursday 8 am to 5 pm

Code Enforcement Officers: Monday - Friday 8 am to 5 pm

707-994-8251 x 309

707-994-8918 FAX

www.clearlakepd.org

[Code Enforcement | Clearlake, CA - Official Website](#)

From: Mark Roberts <mroberts@clearlake.ca.us>

Sent: Monday, February 9, 2026 4:26 PM

Subject: Request For Review (RFR) CUP 2026-02 located at 2450 Ogulin Canyon Rd.

Importance: High

Good Afternoon,

You are receiving this application to allow your agency the opportunity to provide comments and concerns regarding a proposed commercial recycling facility located at 24560 Ogulin Canyon Road. The applicant has applied for a Conditional Use Permit (CUP 2026-02) to allow the development and operation of a recycling facility located at the referenced address above. The proposed Recycling Center will be developed on a portion of the 1.46-acre parcel and area will be situated about 250 feet east of Highway 53, south of Ogulin Canyon Road in the northeastern portion of the parcel. The recycling operation will include the placement and use of two 9' x 20' storage sheds, which will be located in the center of the yard/parking area in an east west alignment against the east side.

The facility will be a drive up/in operation that will allow customers to pull into the recycling yard through the front gate, drive into the customer service area, stop and park, and unload their California CRV cans and bottles into recycling containers. An employee will be staged near the gate, under a portable shade canopy with a small desk/chair and scale. Upon weighing the recycling materials, the customer will receive payment.

The storage sheds are to be locked and secured during off hours. There will be no recycling cans, trash, or related debris left outside overnight. The storage of recycling materials will be within the locked storage sheds/containers. The collected recycling materials will be periodically loaded into a truck and transported off site to an out-of-area processing facility.

As noted on the site plan, the recycling yard will include an area for staff and customer vehicle parking, including an ADA van accessible space. The path of travel is noted. The parking spaces will be developed at 90-degree angles. Other proposed site improvements includes perimeter landscaping installed on the north, west, and south sides of the fenced yard. Motion detecting solar lighting will be installed on the two storage sheds.

For full details, please refer to the enclosed application material. All comments shall be submitted no later than Friday, February 20th, 2026.

If you have any questions, please feel free to contact me. We look forward to your response.



Mark Roberts
Senior Planner | City of Clearlake
14050 Olympic Dr.
Clearlake, CA 95422
Phone: [707-994-8201](tel:707-994-8201)
Fax: [707-995-2653](tel:707-995-2653)

Anthony Arton
Health Services Director

Craig Wetherbee
Environmental Health Director



COUNTY OF LAKE
Health Services Department
Environmental Health Division
922 Bevins Court
Lakeport, California 95453-9739
Telephone 707/263-1164.
FAX 707/263-1681

Promoting an Optimal State of Wellness in Lake County

Memorandum

DATE: February 12, 2026
TO: Mark Roberts, Senior Planner
FROM: Pheakdey Preciado, Senior EHS
RE: RFR CUP 2026-02/SR0017435
APN: 010-044-11

The Environmental Health Division’s Land and Food Programs has no concerns regarding a proposed commercial recycling facility. Employees/Staff will be using the neighboring business restroom facilities.



From: [Lori Baca](#)
To: [Mark Roberts](#)
Subject: RE: Request For Review (RFR) CUP 2026-02 located at 2450 Ogulin Canyon Rd.
Date: Thursday, February 19, 2026 7:40:01 AM
Attachments: [image003.png](#)

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 Mark

The parcel is outside of Special Districts service area, no comments from us

Have a great day!

Lori A. Baca
Utility Systems Compliance Coordinator
Lori.Baca@lakecountyca.gov
Office Number (707) 263-0119
Fax (707) 263-3836



From: Mark Roberts <mroberts@clearlake.ca.us>
Sent: Monday, February 9, 2026 4:26 PM
Subject: Request For Review (RFR) CUP 2026-02 located at 2450 Ogulin Canyon Rd.
Importance: High

Good Afternoon,

You are receiving this application to allow your agency the opportunity to provide comments and concerns regarding a proposed commercial recycling facility located at 24560 Ogulin Canyon Road. The applicant has applied for a Conditional Use Permit (CUP 2026-02) to allow the development and operation of a recycling facility located at the referenced address above. The proposed Recycling Center will be developed on a portion of the 1.46-acre parcel and area will be situated about 250 feet east of Highway 53, south of Ogulin Canyon Road in the northeastern portion of the parcel. The recycling operation will include the placement and use of two 9' x 20' storage sheds, which will be located in the center of the yard/parking area in an east west alignment against the east side.

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For full details, please refer to the enclosed application material. All comments shall be submitted no later than Friday, February 20th, 2026.

If you have any questions, please feel free to contact me. We look forward to your response.



Mark Roberts
Senior Planner | City of Clearlake
14050 Olympic Dr.
Clearlake, CA 95422
Phone: [707-994-8201](tel:707-994-8201)
Fax: [707-995-2653](tel:707-995-2653)

RESOLUTION No. PC 2026-02

**A Resolution of the Planning Commission
City of Clearlake, State of California
Approving Conditional Use Permit CUP 2026-02 and
Categorical Exemption CE 2026-02**

WHEREAS, Cindy Nuno applied for approval of a conditional use permit to allow the development and operation of a drive-up recycling center for California CRV materials located at 2450 Ogulin Canyon Road, State Highway 53, Clearlake, California 95422, further described as Assessors Parcels Number 010-044-11; and

WHEREAS, the Planning Commission, on **April 7, 2026**, concurred with the City Zoning Code Section 18-18.040 (Industrial, Communication and Transportation - Table 6) and Section 18-45 Definitions, an recycle facility is subject to a conditional use permit; and

WHEREAS, the applications have been processed in accordance with City Municipal Code, the City’s Environmental Review Guidelines and the California Environmental Quality Act (CEQA); and

WHEREAS, the project is categorically exempt from environmental review pursuant to Article 19, Categorical Exemptions, of the California Environmental Quality Act (CEQA) Statute and Guidelines, Section 15303 (New Construction or Conversion of Small Structures); and

WHEREAS, the Land Use Designation and General Plan designate the project site as Industrial. As conditioned, the proposed use would be consistent with the Land Use Designation and General Plan; and

WHEREAS, adequate public notice was made for the project in accordance with the City’s Municipal Code; and

WHEREAS, the project is subject to obtaining a Conditional Use Permit from the Planning Commission in accordance with Section 18-18. Therefore, pursuant to Section 18-28.040 of the Zoning Code regarding use permits, the Planning Commission finds that the proposed uses will not be detrimental to the health, safety, convenience, or general welfare of persons residing or working in the vicinity, nor injurious to the property, improvements, or potential development in the vicinity, with respect to factors including, but not limited to, the following:

- a. The nature of the proposed site, including its size and shape, and the proposed size, shape, and arrangement of structures.
- b. The accessibility and traffic patterns for persons and vehicles, the type and volume of such traffic, and the adequacy of proposed off-street parking and loading.
- c. The safeguards provided to prevent noxious or offensive emissions, including noise, glare, dust, and odor.
- d. The treatment given, as appropriate, to aspects such as landscaping, open spaces, parking areas, loading areas, service areas, lighting, and signage

WHEREAS, with the incorporated conditions of approval, referenced as Exhibit A herein, the project complies with the Land Use Designation, known as General Commercial and the Clearlake Municipal Codes.

NOW, THEREFORE, BE IT RESOLVED by the City of Clearlake – Planning Commission of the City of Clearlake that the project is hereby approved, subject to approved Conditions of Approval (Exhibit A).

PASSED AND ADOPTED on this 7th day of April 2026 by the following vote:

Planning Commissioners	AYES	NOES	ABSTAIN	ABSENT
Chair Fawn Williams				
Vice Chair Jack Smalley				
Commissioner Ray Silva				
Commissioner Chris Inglis				
Commissioner Derek Counts				

City of Clearlake – Planning Commission Chair

ATTEST: _____
City of Clearlake Clerk/Deputy Clerk

EXHIBIT A

**CITY OF CLEARLAKE
CONDITIONS OF APPROVAL
CONDITIONAL USE PERMIT, CUP 2026-02
CATEGORICAL EXEMPTION, CE 2026-02**

Pursuant to the approval of the Planning Commission on April 7th 2026, a Conditional Use Permit (CUP 2026-02) and corresponding Categorical Exemption (CE 2026-02) are hereby granted to Cindy Nuno to allow a the **development and operation of a drive-up recycling center for California CRV materials** located at **2450 Ogulin Canyon Road, California 95422, further described as Assessors Parcels Number 010-044-11**. This approval is subject to the following terms and conditions.

SECTION A - GENERAL CONDITIONS:

1. The use shall substantially conform to the site plan(s), and project description submitted with the application dated January 29th, 2026, and any conditions of approval imposed by the above Conditional Use Permit and Review Authority as shown on the approved site plan and project description for this action dated January 29th, 2026.
2. **Prior to operation**, the applicant shall secure and maintain required permits from the Lake County Air Quality Management District, the City of Clearlake, Lake County Fire Protection District, Lake County Environmental Health Department, and/or all applicable Federal, State and local agencies.
3. **Prior to operation**, all driveways and parking areas shall be surfaced with all-weather material, such as asphalt or concrete (or similar approved material) to minimize dust. The applicant shall obtain all necessary encroachment permits for any work conducted within the public right-of-way and all improvements shall comply with all applicable federal, state, and local requirements.
4. **Prior to Operation**, all cargo/shipping containers (if applicable) shall adhere to the following requirements (Section 18-19.180 of City Municipal Code):
 - *Shall be visually screened from residential areas if located within 100 feet of a residential zone or if located within a known scenic corridor. Said screening includes but is not limited to buildings, fencing, landscaping, walls, wood/decorative siding/cladding and a roof*
 - *Shall not be stacked.*
 - *Shall not occupy any required parking spaces, landscaped area or pedestrian access (may occupy parking areas if there is sufficient parking and they don't preclude safe access).*
 - *Shall be painted a uniform color on the project site approved by the Community Development Director or their designee.*
 - *Shall be equipped with a mechanical latch to hold the door in an open position or equipped with a mechanism to unlock the door from the inside when the structure is occupied*
 - *Shall be maintained free of graffiti.*
 - *Shall not be used for human habitation.*
 - *Shall not have separate sewer, water or electrical services except for needed lighting purposes.*
5. **Prior to Operation**, the installation of the wright iron fence and gates shall be installed as described in the application package dated January 29th, 2026. All fencing shall adhere to the City's Adopted Design Standards and City Municipal Code requirements.
6. **Prior to Operation**, the applicant shall apply for and maintain an active Business License with the City. Said license may be applied for through the Online Permitting System at <https://clearlakeca.portal.opengov.com/> and shall be renewed annually.

7. **Prior to the installation of any signage**, the applicant shall apply for and secure a Sign Permit. All signs shall adhere to the City Municipal Codes and Adopted Design Standards.
8. The operation shall adhere to all requirements in Chapter 18, Section 18-22 (Performance Standards) of the City Municipal Code (*i.e. Noise, Vibrations, Air Containments, Odors, Solid Waste, Flammable Material, etc.*).
9. All outdoor lighting shall be directed downward and shielded to illuminate only the project site, not adjacent properties. All lighting shall comply with applicable federal, state, and local requirements, including the standards outlined by DarkSky.org
10. Any conditions established pursuant to these regulations shall be met before the use is established, except that the Community Development Director/designee, Planning Commission or on appeal, the City Council, may establish a schedule for certain conditions to be met after the establishment of the use. Continuance of the use shall then be contingent on complying with the schedule for meeting the deferred conditions.
11. This Conditional Use Permit does not abridge or supersede the regulatory powers and permits requirements of any federal, state, or local agency requirements, which may retain a regulatory or advisory function as specified by statute or ordinance. The applicant shall obtain and maintain permits as may be required from each agency.
12. The operator shall be responsible for paying all sales, use, business and other applicable taxes, and all licenses, registration, and other fees and permits required under federal, state, and local laws.
13. The applicant is responsible for ensuring that all employees including third party vendors are informed of, understand, and agree to abide by the approved plans and project conditions.
14. All conditions are necessary to protect the general health, safety and welfare of the public. If any condition of this entitlement is held to be invalid by a court, the whole entitlement shall be invalid. The Director specifically declares that it would not have approved of this entitlement unless all of the conditions herein are held as valid.
15. The review authority may revoke or modify the Conditional Use Permit if the review authority finds that the use to which the permit allows is detrimental to health, safety, comfort, general welfare of the public; constitutes a public nuisance; if the permit was obtained or is being used by fraud; and/or if one or more the conditions upon which a permit was granted are in noncompliance or have been violated. Applicant shall be notified of potential violations of the use permit prior to action.
16. Any modifications and/or additions to a use requiring permit approval shall itself be subject to permit approval. The addition of an allowed use to a premise occupied by a conditionally allowed use shall require permit approval of the type required for the existing use. The Community Development Director shall determine when such an addition and/or modification is of such a minor or incidental nature that the intent of these regulations can be met without further use permit control.
17. This permit does not abridge or supersede the regulatory powers and permit requirements of any federal, state, or local agency requirements, which may retain a regulatory or advisory function as specified by statute or ordinance. The applicant shall obtain and maintain permits as may be required from each agency.
18. The use permit may be transferred to new owners at the same location/use upon notifying the Community Development Department of said ownership transfer and upon the new owner's written agreement to maintain all conditions of approval.

19. The developer/operator shall agree to indemnify, defend, and hold harmless the City or its agents, and employees from and against any and all claims, actions, demands or proceeding (including attorney fees, and court cost awards) against the City or its agents, officers, or employees to attach, set aside, void, or annul an approval of the City, advisory agency, appeal board, or legislative body concerning the permit or entitlement when such action is brought within the applicable statute of limitations. In providing any defense under this Paragraph, the applicant, business operator, property owner, developer shall use counsel reasonably acceptable to the City. The City shall promptly notify the applicant, business operator, property owner, developer of any claim, action, demands or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the developer/operator of any claim, action, or proceeding, or if the City fails to cooperate fully in the defense, the developer/operator shall not thereafter be responsible to defend, indemnify, or hold the City harmless as to that action. The City may require that the developer/operator post a bond, in an amount determined to be sufficient, to satisfy the above indemnification and defense obligation. The developer/operator understands and acknowledges that City is under no obligation to defend any claim, action, demand or proceeding challenging the City's actions with respect to the permit or entitlement.

20. Said Conditional Use Permit shall be subject to revocation or modification by the review authority if the review authority finds that there has been:

- *Noncompliance with any of the foregoing conditions of approval; or*
- *The City Manager/Community Development Director finds that the use for which this permit is hereby granted is so exercised as to be substantially detrimental to persons or property in the neighborhood of the use. Any such revocation shall be preceded by a public hearing noticed and heard pursuant to the City of Clearlake Municipal Code.*
- *The Planning Commission finds that the use for which this permit is hereby granted is so exercised as to be substantially detrimental to people or property in the neighborhood of the use. Any such revocation shall be preceded by a public hearing noticed and heard pursuant to the City of Clearlake Municipal Code. 15.*
- *Expiration of Use Permit. When a use that was allowed by approval of a use permit ceases operation for one (1) year or such other time-period as specified in the conditions of approval, then reinstatement of that use will be allowed only with approval of a new use permit.*

To be Completed by Authorized Representative/Applicant

ACCEPTANCE

I have read and understand the foregoing Conditional Use Permit and agree to each term and condition of approval and/or mitigation measure(s) thereof.

Name: _____

Signature: _____

Date: _____

<u>To Be Completed by City Authorized Personnel</u>	
Name: _____	Signature: _____
Title: _____ _____	Date: _____