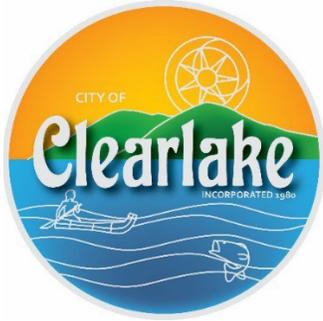


CITY OF CLEARLAKE

www.clearlake.ca.us



AGENDA

REGULAR MEETING OF THE CLEARLAKE PLANNING COMMISSION

CLEARLAKE CITY HALL COUNCIL CHAMBERS
14050 OLYMPIC DRIVE
CLEARLAKE, CA 95422

TUESDAY	FEBRUARY 9, 2021	6:00 P.M.
----------------	-------------------------	------------------

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which allows Planning Commissioners to attend Planning Commission meetings telephonically. Please be advised that some, or all, of the Clearlake Planning Commissioners may attend this meeting telephonically.

Furthermore, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which waives the mandate of public, in-person accessibility to public meetings provided there are other means for the public to participate. **Effective immediately** and continuing only during the period in which state or local public health officials have imposed or recommended social distancing measures, the Clearlake Planning Commission meetings will be viewable only via livestreaming.

Balancing the health risks associated with COVID-19, while appreciating the public's right to conduct the people's business in a transparent and open manner, the City wants you to know that you can submit your comments and questions in writing for Planning Commission consideration by sending them to the Assistant Planner at sgutierrez@clearlake.ca.us. To give the Planning Commission adequate time to review, please submit your written comments prior to 6:00 p.m. on Tuesday, February 9th.

This meeting, and any future meetings while under a declared emergency, **will not** be viewable in person. You may view the meeting live on YouTube at the City of Clearlake's YouTube Channel (https://www.youtube.com/channel/UCTyifT_nKS-3woxEu1ilBXA) or **Lake County PEG TV Live Stream** YouTube Channel, and you may participate through Zoom <https://clearlakeca.zoom.us/j/95909135617>

CALL TO ORDER

ROLL CALL

- _____ Chair Kathryn Davis
- _____ Vice Chair Robert Coker
- _____ Commissioner Lisa Wilson
- _____ Commissioner Erin McCarrick
- _____ Commissioner Fawn Williams

PLEDGE OF ALLEGIANCE

MEETING PROCEDURES

During the February 9th, 2021 Planning Commission meeting, public comment will be accepted via email. If you would like to comment remotely, please follow the protocols below:

- Send comments via email to the Assistant Planner at sgutierrez@clearlake.ca.us prior to the commencement of the Planning Commission meeting.
- Identify the subject you wish to comment on in your email's subject line.
- Each Public Comment emailed to the Assistant Planner will be read aloud by the Chair or a member of staff for up to three minutes or will be displayed on a screen.
- Public Comment emails which are received after the beginning of the meeting will not be included in the record.
- Any live comments will be accepted throughout the meeting via Zoom. Staff requests that commenters please utilize Zoom's "hand raise" feature to signify when they would like to speak.

ADOPTION OF THE AGENDA

Notice to the Public

The Planning Commission, when considering the matter scheduled for hearing, will take the following actions:

1. Open the Public Hearing
2. Presentations by Staff
3. Presentation by Applicant or Appellant (if applicable)
4. Accept Public Testimony
5. Applicant or Appellant Rebuttal Period (if applicable)
6. Close the Public Hearing
7. Commissioner Comments and Questions
8. Commissioner Action

Once the hearing is closed, no further public comment will be taken.

If you wish to challenge in court any of the matters on this agenda for which a public hearing is to be conducted, you may be limited to raising only those issues, which you, or someone else, raised orally at the public hearing or in written correspondence received by the city at or before the public hearing.

Public hearings listed for continuance will be continued as noted and posting of this agenda serves as notice of continuance. Any matter not noted for continuance will be posted separately.

PUBLIC HEARING:

1. Conditional Use Permit Application UP 05-20
Recommendation: Adopt PC Resolution 2021-03 approving Use Permit Application UP 05-20 for the operation of a drive through bakery/coffee shop, utilizing existing facilities at 15090 Olympic Drive, APN 039-493-030-000 and finding the project exempt from environmental review (Section 15301. Existing Facilities – Class 1).

CITY MANAGER AND COMMISSIONER REPORTS

FUTURE AGENDA ITEMS

ADJOURNMENT

AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

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

AGENDA REPORTS

Staff reports for each agenda item are available for review at www.clearlake.ca.us.

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

POSTED: February 5, 2021



Melissa Swanson, City Clerk



**STAFF REPORT
CLEARLAKE PLANNING COMMISSION
For the Meeting of February 9, 2021**

Agenda Item No. 1

To: City of Clearlake Planning Commission
From: Mark Roberts, Senior Planner
Application File: Conditional Use Permit UP 05-20
Subject: Drive through bakery/coffee shop

Data Summary

Location: 15090 Olympic Drive
Assessor's Parcel: 039-493-030-000
Applicant: Pascal Hue De Laroque
Zoning: Designation: MUX, Mixed Use
General Plan: Mixed Use

I. Recommendations: Adopt PC Resolution 2021-03* approving Use Permit Application UP 05-20 for the operation of a drive through bakery/coffee shop, utilizing an existing facility located at 15090 Olympic Drive and find the project to be Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301. Existing Facilities – Class 1.

II. Background/Situation: The applicant is requesting approval of a drive through/pickup coffee shop and bakery at 15090 Olympic Drive. The original principal structure at this location consisted of a single-family dwelling and has since gone through various occupancy changes since initial development. The most recent commercial remodel occurred in 2017 to facilitate the licensing of a new bakery (Classy Cakes), which was operational up until just recently. While the proposed business plan utilizes the existing site facilities it should be noted that sit-down dining (indoor or outdoor) is not included at this time and has been excluded from the project analysis. The application does involve some minor renovations, including the installation of a drive through window on the west side of the building and new signage. Current tenant improvements involve upgrading the exterior lighting fixtures, trimming the overgrowth off the entryway tree, and installing a brand-new security system (with generous coverage of traffic on Olympic Drive), as well as various other aesthetic improvements.

III. Environmental Setting: The project site lies on a slightly westward sloping, rectangular parcel located on the north side of Olympic Drive just east of the intersection with Old Hwy 53

* See Attachment 2

containing approximately 12,000 square feet. The majority of the site is paved (including striped parking in the NE/SW corners) and accommodates two existing structures; the main structure in consideration* nearly centered on the property, measures approximately 1,085 square feet (~100 square foot office space; ~100 square foot order to go area; remaining area allocated for extra workspace/employee bathroom). The secondary structure,† *not included in this application*, is tucked into the northwest corner of the parcel among a cluster of small trees and operates a seasonal tax business operation.

The project's location neighbors the western parcel boundary line with the only immediately adjacent *nonvacant* parcel (Bank of the West), separated by an existing four (4) foot chain link fence. Minimal landscaping borders the main structure and various sections along the property boundaries. A single, sizeable tree supplies most of the visual impact near the southeast entrance with little other vegetation present.

The property is surrounded by vacant parcels to the north and northeast, multifamily residential development to the south and southeast, retail (Rite Aid) to the southwest, and professional offices (Bank of the West) to the west.

Flood Zone Designation: AE. All local, state, and federal regulations guiding development within a flood zone must be properly met before the approval of any other relevant permits required by the project.

IV. General Plan, Land Use and Zoning Compliance Consideration:

- 1) The project is located within the MUX, Mixed Use Zoning District and is designated Mixed Use by the General Plan Land Use Map.
- 2) The Zoning Code determines drive-throughs (defined a "special use") an allowable use upon securing a use permit. It is recognized that these facilities, by their very nature, have some objectionable characteristics, such as noise, idling vehicles and traffic conflicts. In order to protect and preserve public health, safety and welfare, special regulation review of these uses is necessary.
- 3) Parking: Staff has interpreted the existing parking facilities to be sufficient and exempt from additional analysis at this time due to the consistency of occupancy and lack of parking demand associated with the installation of a drive through. No existing parking is proposed to be removed.
- 4) Circulation: The site is currently accessible via Olympic Drive by turning in to one of two existing driveways. The envisioned configuration proposes customers access the property through the existing 19-foot-wide driveway located on the eastern portion along Olympic Drive and exit on the western portion of Olympic Drive through the existing 35-foot-wide driveway (See Attachment 1). The proposed site plan would be able to accommodate up to approximately seven (7) vehicles stacking at any given time, while they zoning code requires a minimum of six (6) at all time. No more than two (2) employees would be present at any given time.

* See "A" in Attachment 1

† See "B" in Attachment 1

V. Environmental Determination: Upon review, staff determined the project is Categorical Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Existing Facilities – Class 1) as the project will be operating in an existing permitted facility.

“Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. Existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety, and other alterations such as the addition of bicycle facilities, including but not limited to bicycle parking, bicycle-share facilities and bicycle lanes, transit improvements such as bus lanes, pedestrian crossings, street trees, and other similar alterations that do not create additional automobile lanes).”

VI. Public and Agency Comments:

The City Community Development Department circulated the project plans to local departments and other relevant agencies for review and comment on December 8, 2021 for a 14-day comment period.* The City received comments from City Departments as follows:

Middletown Rancheria of Pomo Indians of California confirmed receipt but offered no additional comments, while PGE responded with a link to their standard request for service. More substantial comments were received following the Engineering Department’s internal analysis and the County’s regional agency review (Lake County Air Quality Management District, Environmental Health, and Special Districts), as found in Attachment 3.

The public hearing was noticed at least ten (10) days in advance in an electronic publication of the *Lake County News* on January 31, 2021. There was no public comment received at the time this document was prepared.

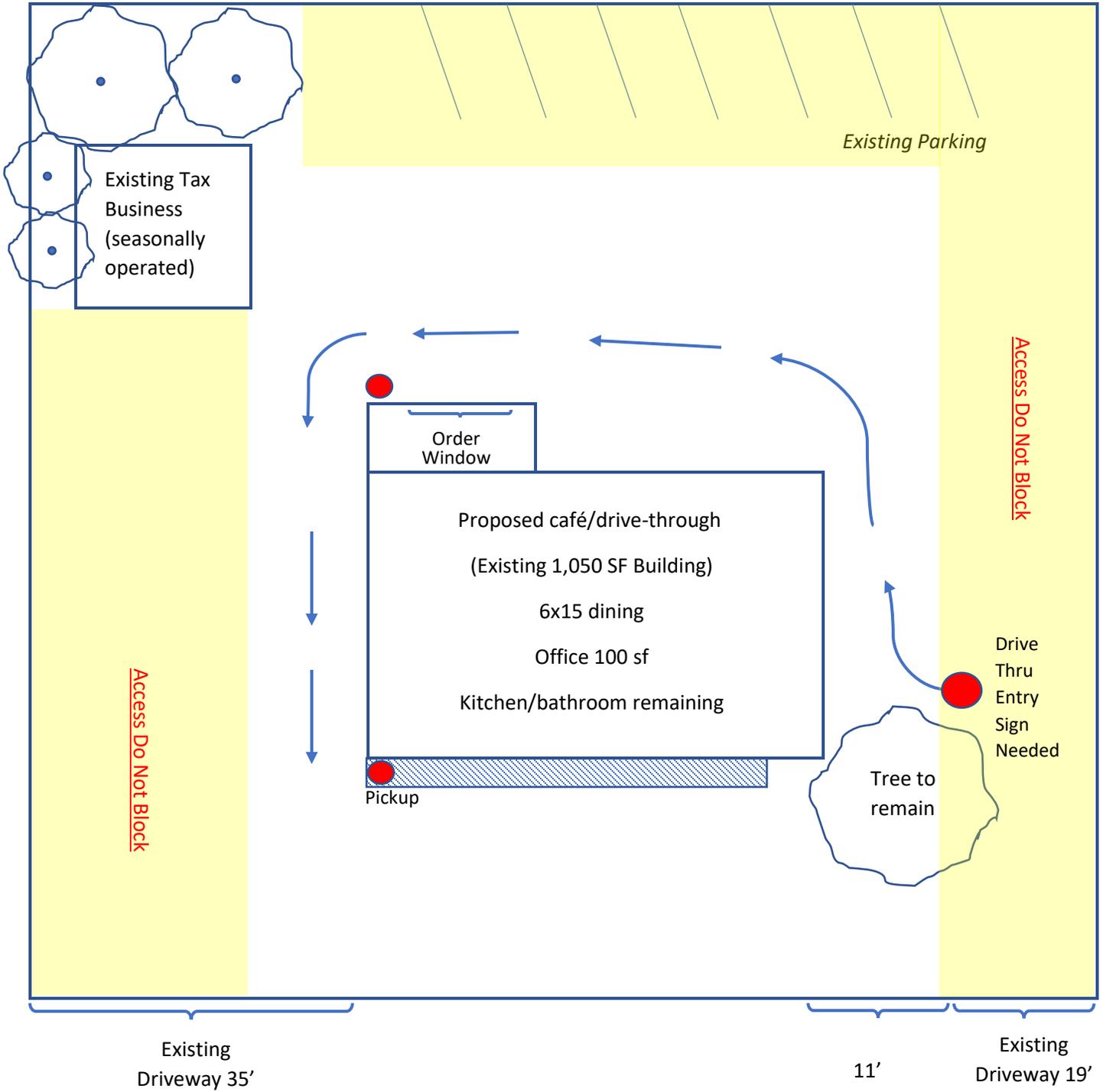
VII. Alternatives: The Planning Commission should open and close the public hearing, consider the applicant’s, staff’s and public comments and then either approve the project by adoption of the attached resolution or decline and provide alternative direction to staff.

Attachments:

1. Site plan
2. Resolution No. PC 2021-03
3. Agency Comments

*Staff would like to clarify a clerical error in the circulated development coordination review cover page, listing an incorrect APN.

Attachment 1 - Site Plan



15090 Olympic Drive

RESOLUTION No. PC 2021-08

**A Resolution of the Planning Commission of the
City of Clearlake Approving a Use Permit UP 05-20 for
the operation of a Drive through Bakery/Coffee Shop**

WHEREAS, Pascal Hue De Laroque applied for approval of a use permit to for the operation of a drive through bakery/coffee shop, utilizing an existing facility in the MUX, Mixed Use Zoning District located at 15090 Olympic Drive, Clearlake, APN 039-493-030: and

WHEREAS, the Planning Commission, on February 9, 2021, concurred with the City Zoning Code Section 18-19.07 and 18-18.02, Drive through Facilities are subject to a use permit; and

WHEREAS, this use permit application has been made in accordance with Section 18-19.07 and 18-18.02 of the Zoning Code, as further defined as uses general allowed; and

WHEREAS, the project is Categorical Exempt from environmental review in Pursuant to Section 15301 of the State California Environment Quality Act (CEQA) Guidelines under Section 15301. Existing Facilities – Class 1. And,

WHEREAS, the use permit application has been processed in accordance with the City’s Environmental Review Guidelines; and

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

WHEREAS, the General Plan designates the project site as Mixed Use. As conditioned, the proposed use would be consistent with the General Plan; and

WHEREAS, In accordance with Section 18-1.4.445 (b) of the Zoning Code the 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 or 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, based on certain conditions of approval, the project complies with the Clearlake 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 following conditions being satisfied:

1. This application for Use Permit UP 05-20 was submitted, pursuant to Section 18-19.07 and 18-18.02 of the Zoning Ordinance, by Pascal Hue De Laroque, for the for the operation of a drive through bakery/coffee shop, utilizing an existing facility in the MUX, Mixed Use Zoning District located at 15090 Olympic Drive, Clearlake, APN 039-493-030.
2. The applicant 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 shall use counsel reasonably acceptable to the City. The City shall promptly notify the applicant of any claim, action, demands or proceeding and the City shall cooperate fully in the defense. If the City fails to promptly notify the applicant of any claim, action, or proceeding, or if the City fails to cooperate fully in the defense, the applicant shall not thereafter be responsible to defend, indemnify, or hold the City harmless as to that action. The City may require that the applicant post a bond, in an amount determined to be sufficient, to satisfy the above indemnification and defense obligation. Applicant 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.
3. Prior to operation and/or construction, the applicant shall secure any required permits from the City Building Department, Fire District, Lake County Air Quality Management District, Lake County Water Resources and Lake County Environmental Health Department.
4. At no time shall vehicles block and/or create traffic congestion along Olympic Drive.
5. The drive through facility shall always maintain sufficient stacking to accommodate a minimum of six (6) vehicles (approximately +/- 144 feet).
6. The drive through facility shall maintain a minimum of a twelve (12) foot wide land on curves and eleven (11) feet on straight sections. All drive through lanes shall be integrated with on-site circulation arrows and shall merge with the driveway.

7. Drive-through aisles shall be separated from landscaping areas by a six-inch high, poured in place, concrete curb or other suitable protective device meeting City's approval. Landscaping shall screen drive-through aisles to the extent feasible.
8. Driveways, access roads and parking areas shall be surfaced with asphalt concrete in a manner to minimize dust. Driveway approaches shall be constructed of concrete and built to minimum City of Clearlake standards. An encroachment permit shall be obtained from the City of Clearlake – Public Works Department for any work within the right-of-way.
9. All refuse generated by the facility shall be stored in the approved disposal/storage containers, and appropriately covered. Removal of waste shall be on a weekly basis to avoid excess waste. All trash receptacles/containers shall always remain covered to prevent fugitive odors and rodent infestation
10. Prior to issuance of a building permit for the proposed development the following shall be completed:
 - a) *Submit for review and approval by the City Planning Department final landscaping and irrigation. Plans shall demonstrate compliance with the City's Municipal Code regarding landscaping.*
 - b) *Submit for review and approval by the City Planning Department revised building elevations that adds brick or rock wainscot to the front and sides of the building.*
 - c) *Submit for review and approval by the City Planning Department a detailed trash enclosure plan. The plans shall show that the enclosure will be constructed of block with an attractive cap and the gates should incorporate solid metal materials painted to match the building colors. The gates should be mounted on separate posts mounted inside the enclosure. A hose bib should be located next to the enclosure for maintenance.*
 - d) *Submit for review and approval by the City Planning Department an exterior lighting plan. Lighting poles, if used, should not exceed 15 feet in height. All lighting shall be shield and directed downwards and adhere to all Federal, State and local agency requirements, including the dark-sky requirements found at <https://www.darksky.org/>. All lighting shall not project beyond the project parcel boundaries*
 - e) *Submit for review and approval by the City Planning Department a detailed sign program for all existing and proposed signs. The sign plan shall comply with the City's.*
 - f) *Sign Regulations. The plan shall include permanent removal of the pole sign (prior to building occupancy) and replacement with a monument sign. The monument sign should not exceed a height of eight feet and should incorporate base material that matches the wainscot of the building. No signage shall be permitted to be located on the roofs of the building.*
11. The investigation shall proceed into formal evaluation to determine their eligibility for the California Register of Historical Resources. This shall include, at a minimum, additional exposure of the feature(s), photo-documentation and recordation, and analysis of the artifact assemblage(s). If the evaluation

determines that the features and artifacts do not have sufficient data potential to be eligible for the California Register, additional work shall not be required. However, if data potential exists – e.g., there is an intact feature with a large and varied artifact assemblage – it will be necessary to mitigate any project impacts. Mitigation of impacts might include avoidance of further disturbance to the resources through project redesign. If avoidance is determined to be infeasible, pursuant to CEQA Guidelines Section 15126.4(b)(3)(C), a data recovery plan, which makes provisions for adequately recovering the scientifically consequential information from and about the historical resource, shall be prepared and adopted prior to any excavation being undertaken. Such studies shall be deposited with the California Historical Resources Regional Information Center. Archeological sites known to contain human remains shall be treated in accordance with the provisions of Section 7050.5 Health and Safety Code. If an artifact must be removed during project excavation or testing, curation may be an appropriate mitigation. This language of this mitigation measure shall be included on any future grading plans and utility plans approved by the City for the Project.

12. The landowner shall relinquish ownership of all sacred items, burial goods and all archaeological artifacts that are found on the project area to the Koi Nation for proper treatment and disposition.
13. If the City develops and adopts a cultural resource monitoring program prior to initiation of ground disturbing activities at the project site, then the Project Applicant shall comply with the adopted cultural resources monitoring program (if applicable).
14. If any prehistoric artifacts or other indications of archaeological resources are found during grading and construction activities (e.g., bone, shell, artifacts, altered soils, burned rocks), all work within 100 feet of the find shall cease and the applicant shall retain an archaeologist from the City's approved list of consultants to evaluate the find(s). If the resource is determined to be eligible for inclusion in the California Register of Historical Resources and project impacts cannot be avoided, data recovery shall be undertaken. Pursuant to CEQA Guidelines Section 15126.4(b)(3)(C), a data recovery plan, which makes provisions for adequately recovering the scientifically consequential information from and about the resource, shall be prepared and adopted prior to any excavation being undertaken. Such studies shall be deposited with the California Historical Resources Regional Information Center. Archeological sites known to contain human remains shall be treated in accordance with the provisions of Section 7050.5 Health and Safety Code. If an artifact must be removed during project excavation or testing, curation may be an appropriate mitigation.
15. If human remains are encountered, no further disturbance shall occur within 100 feet of the vicinity of the find(s) until the Lake County Coroner has made the necessary findings as to origin (California Health and Safety Code Section 7050.5). Further, pursuant to California Public Resources Code Section 5097.98(b) remains shall be left in place and free from disturbance until a final decision as to the treatment and disposition has been made. If the Lake County Coroner determines the remains to be Native American, the Native American Heritage Commission must be contacted within 24 hours. The Native American

Heritage Commission must then identify the “most likely descendant(s)”, which parties agree will likely be the Koi Nation based upon the Tribe’s ancestral ties to the area and previous designation as MLD on projects in the geographic vicinity. The landowner shall engage in consultations with the most likely descendant (MLD). The MLD will make recommendations concerning the treatment of the remains within 48 hours as provided in Public Resources Code 5097.98.

16. Use Permit UP 05-20 may be transferred to new owners at the same location upon notifying the City Planning Department of said ownership transfer and upon the new owner’s written agreement to maintain all conditions of approval.
17. Use Permit UP 05-20 shall be subject to revocation or modification by the Planning Commission if the Commission finds that there has been a) noncompliance with any of the foregoing conditions, or b) the Commission 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.
18. All conditions of Use Permit UP 05-20 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, then the whole entitlement shall be invalid. The Planning Commission specifically declares that it would not have approved this entitlement unless all of the conditions herein are held as valid.

PASSED AND ADOPTED on this 9th day of February 2021 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Chairman, Planning Commission

ATTEST: _____
Deputy City Clerk, Planning Commission

Attachment 3: Agency Comments

Re: DCR UP 05-20 Pascal Drive Through

Fahmy Attar <FahmyA@lcaqmd.net>

Fri 12/11/2020 3:07 PM

To: Susanna Amaro-Gutierrez <sgutierrez@clearlake.ca.us>

Hello,

Here is a list of Air Quality requirements that may be applicable to the site location:

- 1. Any demolition or renovation is subject to the Federal National Emissions Standard for Hazardous Air Pollutants (NESHAP) for asbestos in buildings requires asbestos inspections by a Certified Asbestos Consultant for all major renovations and all demolition. An Asbestos Notification Form with the Asbestos inspection report must be submitted to the District at least 14 days prior to beginning any demolition work. The applicant must contact the District for more details and proper approvals. Regardless of asbestos content or reporting requirements all demolition and renovation activities should use adequate water/ amended water to prevent dust generation and nuisance conditions.**
- 2. Construction activities that involve pavement, masonry, sand, gravel, grading, and other activities that could produce airborne particulate should be conducted with adequate dust controls to minimize airborne emissions. A dust mitigation plan may be required should the applicant fail to maintain adequate dust controls.**
- 3. If the construction activities are conducted within Serpentine soils, a Serpentine Control Plan may be required. Any parcel with Serpentine soils must obtain proper approvals from LCAQMD prior to beginning any construction activities. Contact LCAQMD for more details.**
- 4. Any stationary prime power or backup diesel generator requires an application submitted to LCAQMD. All engines must be notified to LCAQMD prior to beginning construction activities and prior to engine Use. Mobile diesel equipment used for construction and/or maintenance must be in compliance with State registration requirements. All equipment units must meet Federal, State and local requirements. All equipment units must meet RICE NESHAP/NSPS requirements including proper maintenance to minimize airborne emissions and proper record-keeping of all activities, all units must meet the State Air Toxic Control Measures for CI engines, and must meet local regulations. Contact LCAQMD for more details.**
- 5. Site development, vegetation disposal, and site operation shall not create nuisance odors or dust. During the site preparation phase, the District recommends that any removed vegetation be chipped and spread for ground cover and erosion control. Burning is not allowed on commercial property, materials generated from the commercial operation, and waste material from construction debris, must not be burned as a means of disposal.**
- 6. Significant dust may be generated from increase vehicle traffic if driveways and parking areas are not adequately surfaced. Surfacing standards should be included as a requirement in the use permit to minimize dust impacts to the public, visitors, and road traffic. At a minimum, the District recommends chip seal as a temporary measure for primary access roads and parking. Paving with asphaltic concrete is preferred and should be required for long term occupancy. All areas subject to semi truck / trailer traffic should require asphaltic concrete paving or equivalent to prevent fugitive dust generation. Gravel surfacing may be adequate for low use driveways and overflow parking areas, however, gravel surfaces require more maintenance to achieve dust control, and permit conditions should require regular palliative treatment if gravel is utilized. White rock is not suitable for surfacing (and should be prohibited in the permit) because of its tendency to break down and create excessive dust. Grading and re-graveling roads should utilizing water trucks if necessary, reduce travel times through efficient time management and consolidating solid waste removal/supply deliveries, and speed limits.**

Best,



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

RECEIVED
 DEC 09 2020
Lake County
 Environmental Health

DEVELOPMENT COORDINATION REVIEW

<u>CITY DEPARTMENTS</u>		<u>STATE AGENCIES</u>	
<input checked="" type="checkbox"/>	Building Inspection	<input type="checkbox"/>	CalTrans
<input checked="" type="checkbox"/>	Code Enforcement	<input type="checkbox"/>	Fish and Game
<input checked="" type="checkbox"/>	Fire (Lake County Fire District)	<input type="checkbox"/>	Sonoma State University
<input checked="" type="checkbox"/>	Police	<input type="checkbox"/>	State Clearing House
<input checked="" type="checkbox"/>	Public Works/Engineering	<input type="checkbox"/>	Water Resources
<u>LOCAL AGENCIES</u>		<u>FEDERAL AGENCIES</u>	
<input checked="" type="checkbox"/>	Air Quality Management	<input type="checkbox"/>	Fish and Wildlife
<input checked="" type="checkbox"/>	Environmental Health	<input type="checkbox"/>	U.S. Department of Agriculture
<input type="checkbox"/>	Flood Control	<u>OTHER</u>	
<input type="checkbox"/>	Lake County Water Resources	<input checked="" type="checkbox"/>	Elm Indian Colony
<input type="checkbox"/>	Planning	<input checked="" type="checkbox"/>	Middletown Rancheria
<input type="checkbox"/>	Public Works	<input checked="" type="checkbox"/>	Koi Nation of Northern California
<input checked="" type="checkbox"/>	Special Districts (sewers)	<input checked="" type="checkbox"/>	Water District (Golden State Water Company)
<input type="checkbox"/>	Lake County Transit	<input checked="" type="checkbox"/>	PG & E

REQUEST: Please review the enclosed Development Plan(s) and return comments by 12/22/20
Application: UP 05-20 Drive through and order to go café/coffee shop.

DESCRIPTION OF PROJECT: The applicant is requesting approval of a drive through coffee shop, with the option to walk in and order to go (no dine-in) within an existing structure and parking spaces located at 15090 Olympic Drive. The structure is approximately 1,050 square feet in size (100 square foot office; 100 square foot order to go area and the remaining 850 square foot area is the employee work area and a restroom). Customers would enter the premise through the existing 19-foot-wide driveway located on the eastern portion along Olympic Drive and would exit on the western portion of Olympic Drive through the existing 25-foot-wide driveway. The proposed configuration would be able to accommodate up to approximately seven (7) vehicles stacking at any given time. Refer to the attachment documents for further details. There would be no more than two (2) employees at any given time.

LOCATION: 15090 Olympic Drive, Clearlake, CA 95422
ASSESSOR'S #: 014-005-070-000 039-493-03
APPLICANT: Pascal Hue De Laroque
ADDRESS: PO Box 346 Clearlake Oaks, CA 95422
PHONE: 707-837-3190
Date Distributed: 12/8/2020 Staff: Mark Roberts & Susanna Gutierrez, Planning Dept.

RETURN DATE REQUESTED: December 22, 2020

SR0004057

RE: DCR UP 05-20 Pascal Drive Through

Lori Baca <Lori.Baca@lakecountyca.gov>

Thu 12/10/2020 2:33 PM

To: Susanna Amaro-Gutierrez <sgutierrez@clearlake.ca.us>

Susanna,

The parcel number and address you provided do not match, however, the property located at 15090 Olympic Drive in Clearlake is currently an actively billed sewer account within LACOSAN. I do have a few questions regarding the proposed UP 05-20.

Is there or will there be a commercial kitchen? Or is this a residence turned into a business?

Will there be any food cooked and served or is everything prepackaged? (i.e. cupcakes, muffins breakfast items?)

Lori A. Baca

Customer Service Coordinator

Lori.Baca@lakecountyca.gov

Office Number (707) 263-0119

Fax (707) 263-3836



From: Susanna Amaro-Gutierrez [mailto:sgutierrez@clearlake.ca.us]

Sent: Tuesday, December 8, 2020 6:06 PM

To: Dave Deakins <ddeakins@clearlake.ca.us>; Lee Lambert <llambert@clearlakepd.org>; Andrew White <awhite@clearlakepd.org>; swartz@cecusa.net; Fahmy Attar <FahmyA@lcaqmd.net>; Doug Gearhart <dougg@lcaqmd.net>; Tina Rubin <Tina.Rubin@lakecountyca.gov>; Kelli Hanlon <Kelli.Hanlon@lakecountyca.gov>; Lori Baca <Lori.Baca@lakecountyca.gov>; a.tyler@elemindiancolony.org; a.garcia@elemindiancolony.org; speterson@middletownrancheria.com; mshaver@middletownrancheria.com; kn2@koination.com

Cc: Mark Roberts <mroberts@clearlake.ca.us>; Alan Flora <aflora@clearlake.ca.us>

Subject: [EXTERNAL] DCR UP 05-20 Pascal Drive Through

Good Evening,

The City of Clearlake would like to request your review of the use permit application 05-20 for a drive-through, which is a conditional use of the C-2 Community Commercial zone located at 15090 Olympic Drive. Please refer to the attachment for further information in addition to the summary below:

The applicant is requesting approval of a drive through coffee shop, with the option to walk in and order to go (no dine-in) utilizing an existing structure and parking spaces. The structure is approximately 1,050 square feet in size (100 square foot office; 100 square foot order to go area and the remaining 850 square foot area is the employee work area and a restroom). Customers would enter the premise through the existing 19-foot-wide driveway located on the eastern portion along Olympic Drive and would exit on the western portion of Olympic Drive through the existing 35-foot-wide driveway. The proposed configuration would be able to accommodate up to approximately seven (7) vehicles stacking at any given time. There would be no more than two (2) employees at any given time.

If you have any questions feel free to reach out to me; please submit your comments no later than December 22.

Comments and/or conditions recommended if project approved for development: (add additional pages if necessary)

Unable to find anywhere in the Code that the drive aisle is required to be paved. Tennant Improvement to meet all

buildings codes. Owners are Slooten. No further comments from Engineering.

Date: 12/30/2020 By: David Swartz, City Engineer

(For City of Clearlake use only)

Response Received: