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## BOARD OF SUPERVISORS MEETING MAY 12, 2026

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County of Lassen  
Department of Planning and Building Services

• Planning • Building • Environmental Health • Code Enforcement • Surveyor • Surface Mining

**Gaylon F. Norwood, Director**  
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May 6, 2026

Zoning and Building  
Inspection Requests  
Phone: 530 257-5263

TO: Board of Supervisors  
Agenda Date: May 12, 2026

FROM: Gaylon F. Norwood, Director *MFN*

**SUBJECT:** Appeal by The Hemphill Family, Sonja Hemphill, Jerry A Hemphill, Holly Mueller, Chris Buffham, Donna Buffham, Craig Hemphill, Natalie Chrestensen, Eric Ewing, Shannon Ewing, Laura Roberts, Tom Neely, and Becky Neely of the Planning Commission's April 7, 2026 conditional approval of Use Permit #2026-001, Ingram, proposing an indoor recycling center for redemption of CRV recyclables. The project site is located at 472-445 Diamond Crest Road, approximately four miles southeast of Susanville via Highway 395, APNs 116-140-021 and 116-140-020.

**ACTION REQUESTED:**

1. Receive Planning Commission Resolution No. 4-01-26, which conditionally approved Use Permit #2026-001; and
2. Conduct a public hearing; and
3. Adopt a resolution approving the appeal; thereby disapproving the use permit; or
4. Adopt a resolution disapproving the appeal; thereby approving the use permit.

Additional information regarding the project can be found in the attached Planning Commission packet.

***Authority for Appeal:***

Lassen County Code Section 18.112.050 states that "any person not satisfied with the action of the planning commission... may, within ten days of the notice of the commission's action, appeal in writing to the board of supervisors." The board shall then render its decision within 60 days after the filing of such appeal.

***Background:***

At its April 7, 2026, meeting, the Planning Commission adopted Planning Commission Resolution Number 4-01-26 to conditionally approve Use Permit #2026-001 by a 3-2 vote.

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***Project Description:***

Proposal to open an indoor recycling center for redemption of California Refund Value (CRV) recyclables. Proposal would include construction of a 12,000 square foot commercial industrial building. The proposed project would include a concrete driveway, parking spaces, grass area, lighting, and sign. The subject parcels are zoned C-T (Town Service District) and have a Town Service land use designation per the *Johstonville Area Plan, 1987*. The proposed project is exempt from the California Environmental Quality Act (CEQA) under Sections 15061(b)(3) and 15303 of the 2026 CEQA Guidelines.

***Appeal:***

On April 9, 2026, The Hemphill Family, Sonja Hemphill, Jerry A Hemphill, Holly Mueller, Chris Buffham, Donna Buffham, Craig Hemphill, Natalie Chrestensen, Eric Ewing, Shannon Ewing, Laura Roberts, Tom Neely, and Becky Neely submitted the attached appeal of the Planning Commission's approval of Use Permit #2026-001 to the County with the requisite appeal fee (\$785 per County Code section 3.18.020).

***Discussion:***

Pursuant to General Provisions and Exceptions, Lassen County Code Section 18.102.030(d), CRV recycling centers may be permitted, subject to securing a use permit, in all commercial and industrial zoning districts. The use permit requirement is triggered solely by the inclusion of a CRV recycling component. Normally a building of this size would be allowed by right in the C-T zoning district.

The Environmental Review Officer of Lassen County has determined that this proposal is exempt from the California Environmental Quality Act under Sections 15061(b)(3) and 15303 of the 2026 CEQA Guidelines. Per Section 15303, "Examples of this exemption include but are not limited to...up to four such commercial buildings not exceeding 10,000 square feet in floor area on sites zoned for such use." The proposed reverse vending machines are typically exempt from environmental review when added to existing grocery stores. The size of the proposed building to enclose the reverse vending machines is similar in size to buildings that are allowed by right in the C-T District. This project also qualifies for the Common-Sense Exemption pursuant to CEQA Guidelines Section 15061(b)(3). This rule applies where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

The proposed project is not dissimilar to other uses allowed by right in the C-T zoning district and therefore does not represent a departure from the baseline land uses. The following responses are based on this principal point.

The recycling center is projected to serve between 20 and 50 customers per day. This volume is consistent with, or lower than, the trip generation rates of alternative "by-right" uses for a 12,000-square-foot facility (such as general retail). Consequently, the project will not result in a

significant increase in vehicle miles traveled (VMT) or traffic congestion beyond what has already been analyzed and accepted in the General Plan. All recycling activities—including collection and sorting—will be conducted in the building in a manner that adheres to local noise and screening ordinances, ensuring no impact on surrounding properties.

The project site is located in a developed area and does not involve the removal of protected biological species, impact historic resources, or result in the discharge of hazardous materials. Because the intensity of the use is comparable to permitted uses, the project does not contribute to a cumulative environmental burden. Because the recycling use operates within the same physical and operational envelope as a permitted-by-right use, it can be seen with certainty that the issuance of the Use Permit will not result in a significant physical change to the environment.

The site is not mapped within a designated wetland, critical habitat, or other environmental resource of hazardous or critical concern. As such the use of the Class 3 exemption for small structures is appropriate. The project is not located in a particularly sensitive environment. There are no features of this recycling center (such as specific location, specialized machinery, or traffic patterns) that distinguish it from other small commercial structures already contemplated by the Class 3 exemption. The project is not located in a site included on any list compiled pursuant to Government Code Section 65962.5 (the “Cortese List”). The project is situated in a developed commercial area and involves the placement of indoor reverse vending machines. It does not involve the removal of scenic trees, rock outcroppings, or historic buildings visible from a designated scenic corridor. Therefore, this exception does not apply.

Existing commercial development in the vicinity of the project site exceeds the size of the proposed new recycling center. Local businesses on Richmond Road East, including Richmond Mini Storage, Susanville Auto Center, and Lassen Transfer and Storage (which offers a commercial weigh station for semi-trucks), have existing commercial development exceeding 12,000 square feet in size.

Per the applicant, the information they provided on their application regarding anticipated noise in decibels is inaccurate and will be substantially less per the equipment specifications, and will be further reduced as the equipment will be indoors. The attached Noise Assessment Report estimates that noise at the nearest property line will be 58-60 dBA with the doors closed and 63-65 dBA if the doors are open frequently. The daytime limit (7:00 a.m. to 7 p.m.), in accordance with County Code Section 9.65.040, is 75 dBA. Additionally, if approved, Planning Commission condition 13 requires compliance with the Lassen County Noise Ordinance (County Code Chapter 9.65).

The project is subject to design review and will go through design review prior to building permits being issued. As such, any area requirements will be addressed during that review process.

To negate a CEQA Notice of Exemption (NOE), one must present substantial evidence that the project falls under an exception to the exemption, demonstrating a "fair argument" that the project will have a significant effect on the environment. This evidence must prove the project is not exempt, contrary to the lead agency's claim.

Under the California Environmental Quality Act (CEQA), substantial evidence refers to facts, reasonable assumptions based on facts, and expert opinions supported by facts that directly support a decision. It constitutes enough relevant information to create a "fair argument" regarding environmental impacts, excluding mere speculation, unsubstantiated opinion, or social/economic impacts.

The parcel is zoned C-T (Town Service District) and is designated "Town Service" per the *Johnstonville Area Plan, 1987*". Per the *Johnstonville Area Plan, 1987*:

- *The commercial uses in Johnstonville are not tightly clustered and some businesses are operated out of homes or out of a building detached from the owner's home. Many of the home run businesses have sprung up in Johnstonville because their owners have found it more convenient and less expensive than finding a suitable site in Susanville.*
- *Policy 19-A Johnstonville is designated as a Town Center and shall be considered as the appropriate location for commercial development.*
- *Policy 19-B Land in the vicinity of the Town Center as designated on the land use map shall be designated as town service. These lands are appropriate for mixed commercial residential uses.*
- *Implementation 19.2 Lands designated shown on the land use map as town service shall be zoned as "C-T" Town Service District.*

***Mandatory Findings:***

Section 18.112.100 of Lassen County Code requires the Board to make the following mandatory findings:

1. That the project will or will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood of such use, nor be detrimental or injurious to property and improvements in the neighborhood or to the general welfare.
2. That the project is or is not consistent with the Lassen County general plan, or any applicable area plan or resource plan adopted as part of the general plan.

***Summary:***

The C-T zoning district (attached) allows for many intense commercial activities allowed by right, including repair shops, car washes, heavy equipment rental service and sales, etc. As well,

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the zoning district has no limitation to site area. In this district a building can be 25 feet tall by right and 45 feet tall with design review approval. It is these and other factors (such as conducting the operation inside of a building) that the ERO concluded the project is exempt from CEQA.

While the above determination is subject to modification from the Board, it is generally the position of Planning and Building Services to engage conservatively with regards to environmental analysis. Rather, in this particular case, staff would submit that this is a use permit question, as opposed to a CEQA question and that the mandatory findings required by Section 18.112.100 located herein are the question to rely upon in determining approval or disapproval (i.e. is this proposal a good fit for the neighborhood?).

GFN:mmh


Enclosures: Appeal Letter submitted by The Hemphill Family, Sonja Hemphill, Jerry A Hemphill, Holly Mueller, Chris Buffham, Donna Buffham, Craig Hemphill, Natalie Chrestensen, Eric Ewing, Shannon Ewing, Laura Roberts, Tom Neely, and Becky Neely dated April 8, 2026  
Planning Commission Resolution Number 4-01-26, approving the Use Permit  
Draft Board Resolutions approving and disapproving the appeal  
April 7, 2026, Planning Commission packet  
Unapproved April 7, 2026, Planning Commission minutes  
Lassen County Code Chapter 18.34 (C-T Town Service District)  
Exhibits to Planning Commission Meeting (Exhibits A, B, C)  
Letters of Support Submitted by Applicants  
Noise Assessment Report dated April 22, 2026

Planning/2026-001/appeal/Board letter

FILED

APR. 9 2026

JULIE BUSTAMANTE  
LASSEN COUNTY CLERK

By  Deputy

April 8, 2026

Lassen County Clerk

Subject: Appeal of Approval — Use Permit 2026-001 (Garrett and Vanessa Ingram)  
Location: 472-445 Diamond Crest Road  
APN: 116-140-021 and 116-140-020

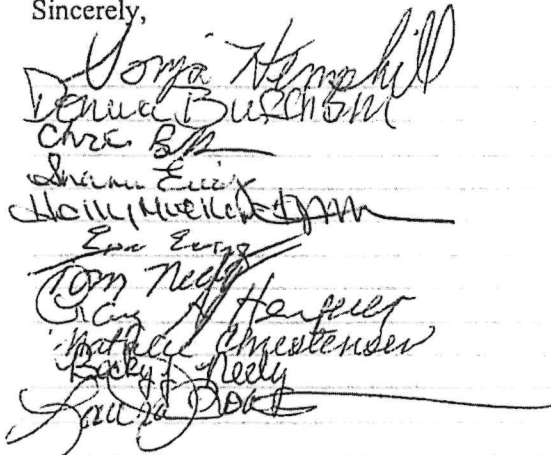
To the Lassen County Clerk,

We hereby submit this letter to formally appeal the approval of Use Permit 2026-001 for the property owned by Garrett and Vanessa Ingram, located at 472-445 Diamond Crest Road, APN 116-140-021 and 116-140-020.

This appeal is being filed within the required timeframe and is intended to ensure that the matter receives further review by the Board of Supervisors. We request that this appeal be accepted and processed according to Lassen County procedures.

Thank you for your attention to this filing.

Sincerely,



RESOLUTION NO. 4-01-26RESOLUTION OF THE LASSEN COUNTY PLANNING COMMISSION APPROVING  
USE PERMIT # 2026-001.

WHEREAS, the Planning Commission of Lassen County, after due notice and a public hearing conducted April 7, 2026, has considered Use Permit Application #2026-001, filed by Garrett and Vanessa Ingram, to open an indoor recycling center for redemption of CRV recyclables at 472-445 Diamond Crest Rd. (APN: 116-140-021 & 116-140-020); and

WHEREAS, according to the applicant, the size of the building will be 12,000 square feet and the business sign will be 40 square feet;

WHEREAS, Lassen County Code Section 18.112.100 sets forth mandatory findings that the Lassen County Planning Commission must make when considering a use permit application; and

WHEREAS, the Environmental Review Officer has determined that this proposal is exempt from the California Environmental Quality Act under Section 15061(b)(3) and 15303(c) of the 2026 CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The foregoing recitals are true and correct.
2. The Planning Commission finds as follows:
  - a. That the proposed project is consistent with the *Johnstonville Area Plan, 1987*, the *Lassen County General Plan, 2000*, Lassen County Code Chapter 18.34, Lassen County Code Chapter 18.106, and the provisions of Lassen County Code Chapter 18.112, which establishes the regulations regarding the issuance of Use Permits.
  - b. That the project, as conditioned, will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of such use, nor be detrimental or injurious to property and improvements in the neighborhood or to the general welfare.
3. The Lassen County Planning Commission hereby adopts the findings, contained in the Planning Commission staff report.
4. The Planning Commission hereby concurs with the Environmental Review Officer that the project qualifies for exemptions, pursuant to Section 15061(b)(3) and 15303(c) of the 2026 CEQA Guidelines.
5. The Planning Commission hereby approves Use Permit # 2026-001, subject to the conditions of approval set forth in Exhibit "A" attached hereto.

RESOLUTION NO. 4-01-26

PASSED AND ADOPTED at a regular meeting of the Planning Commission of the County of Lassen, State of California, on the 7<sup>th</sup> day of April, 2026, by the following vote:

AYES: Commissioners Askew, Gatie and Solomon

NOES: Commissioners Clark and Corder

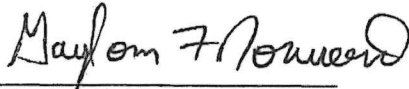
ABSTAIN: NONE

ABSENT: NONE



Chairman  
Lassen County Planning Commission

ATTEST:



Gaylon F. Norwood, Secretary  
Lassen County Planning Commission

RESOLUTION NO. 4-01-26

EXHIBIT "A"

CONDITIONS OF APPROVAL  
USE PERMIT #2026-001

**Pre-operational Conditions**

**(Must be satisfied before issuance of the Authorization to Operate)**

1. The applicant shall enter into an Indemnification Agreement in accordance with Lassen County Code Section 1.35.020.
2. A voluntary merger of the two subject parcels, which are represented by APNs 116-140-020 and 116-140-021, shall be completed before the issuance of any permits for development if any proposed structures are to be constructed over the property line that is currently common to these two parcels. This merger shall be completed in accordance with the provisions of Section 16.40.110 of the Lassen County Code.
3. The applicant shall meet all regulations and permitting requirements set forth by CalRecycle.
4. The applicant shall obtain all necessary well and septic permits from the Lassen County Environmental Health Division and obtain all necessary building permits from the Lassen County Department of Planning and Building Services before commencement of construction.
5. The applicant shall obtain an encroachment permit from the Lassen County Public Works and Roads Department.
6. The applicant shall construct all required improvements prior to operation.
7. If hazardous materials are to be stored on site in quantities of 55 gallons, 200 cubic feet, and/or 500 pounds or more, then obtain Certified Unified Program Agency (CUPA) permit through Lassen County Environmental Health.

**Operational Conditions**

**(Must be satisfied during operation of the use permit)**

8. Noncompliance with any of the following use permit conditions shall constitute grounds for revocation of the use permit (pursuant to Lassen County Code Section 18.112.060).
9. The Use Permit shall be granted for the use as approved by the Planning Commission. Substantial revisions and/or expansions of the project will require a new Use Permit, subject to the approval of the Planning Commission.
10. Signs shall be unlighted or softly lighted and shall not blink, oscillate, rotate, pulse or be otherwise animated.

RESOLUTION NO. 4-01-26

11. No sign shall be allowed to fall into disrepair, and any sign damaged or defaced by any means shall be repaired or removed within ten days of notification.
12. Comply with all other provisions of Title 18, Chapter 18.106 Sign Regulations.
13. The applicant shall comply with Chapter 9.65 Noise, Section 9.65.040 General sound level limits and the *Lassen County Noise Element, 2021* Community Noise Equivalent Level Standards for Receiving Land Uses.
14. The applicant shall comply with Chapter 18.108 Special Provisions Section 18.108.200 Public service facilities maintaining a minimum ten-foot landscaped strip on all property lines abutting residential property.
15. The hours of operation will be 9:00 a.m. to 5:00 p.m. Tuesday to Friday, and 9:00 a.m. to 2:00 p.m. on Saturdays. The recycling center will be closed on Sundays.
16. All operations with the exception of loading pallets of materials onto trailers/trucks will take place within the proposed building. Trucks and trailers shall not be parked or stored on site unless they are actually being loaded.
17. Rollup/Bay doors to the facility shall remain closed during operations, unless actively loading trailers/trucks.
18. Per Lassen County Code Section 18.34.060(1) all off-street parking areas shall be paved.
19. Per Lassen County Code Section 18.34.060(2) any parking areas provided in a required front or side yard setback shall be separated from streets and adjacent property by a five-foot-minimum landscaped strip.

## RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE LASSEN COUNTY BOARD OF SUPERVISORS GRANTING HEMPHILL FAMILY, SONJA HEMPHILL, JERRY A HEMPHILL, HOLLY MUELLER, CHRIS BUFFHAM, DONNA BUFFHAM, CRAIG HEMPHILL, NATALIE CHRESTENSEN, ERIC EWING, SHANNON EWING, LAURA ROBERTS, TOM NEELY, AND BECKY NEELY'S APPEAL FILED APRIL 9, 2026 (THEREBY DISAPPROVING USE PERMIT #2026-001)

WHEREAS, the Board of Supervisors of Lassen County, after due notice and a public hearing conducted May 12, 2026, has considered The Hemphill Family, Sonja Hemphill, Jerry Hemphill, Holly Mueller, Chris Buffham, Donna Buffham, Craig Hemphill, Natalie Chrestensen, Eric Ewing, Shannon Ewing, Laura Roberts, Tom Neely, and Becky Neely's appeal of the Planning Commission's April 7, 2026, approval of Use Permit #2026-001, filed by Garrett and Vanessa Ingram, to construct an indoor recycling center for CRV recyclables. The project site is located at 472-445 Diamond Crest Road, approximately four miles southeast of Susanville via Highway 395. APNs: 116-140-021 and 116-140-020; and

WHEREAS, the above use permit application also includes signage in the form of a free-standing sign 40 square feet in size with no internal lighting; and

WHEREAS, Lassen County Code Section 18.112.100 sets forth mandatory findings that the Lassen County Planning Commission, or the Board of Supervisors on appeal, must make when considering a use permit application; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The foregoing recitals are true and correct.
2. The Board of Supervisors finds as follows:
  - a. The proposed project is not consistent with the *Lassen County General Plan, 2000* or the provisions of Lassen County Code Section 18.112, which establishes the regulations regarding the issuance of Use Permits.
  - b. That the project, even as conditioned by the Planning Commission, will, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of such use, or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare.
  - c. The project is not subject to the California Environmental Quality Act, pursuant to CEQA Guidelines Sections 15061(b)(4) and 15270(a), since it is disapproved. See Finding #3 below.

- 3. The Board of Supervisors hereby approves the appeal filed by The Hemphill Family, Sonja Hemphill, Jerry Hemphill, Holly Mueller, Chris Buffham, Donna Buffham, Craig Hemphill, Natalie Chrestensen, Eric Ewing, Shannon Ewing, Laura Roberts, Tom Neely, and Becky Neely, thereby disapproving Use Permit Number 2026-001. Planning Commission Resolution Number 4-01-26 is null and void.

The foregoing resolution was adopted at a regular meeting of the Lassen County Board of Supervisors of the County of Lassen, State of California, held on the 12<sup>th</sup> day of May, 2026, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
 Gary Bridges  
 Chairman of the Board of Supervisors,  
 County of Lassen, State of California

Attest:  
JULIE BUSTAMANTE  
Clerk of the Board

By: \_\_\_\_\_  
MICHELE J. YDERRAGA, Deputy Clerk of the Board

I, MICHELE J. YDERRAGA, Deputy Clerk of the Board of Supervisors, County of Lassen, do hereby certify that the foregoing ordinance was adopted by the said Board of Supervisors at a regular meeting thereof held on the \_\_\_\_th day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Deputy Clerk of the County of Lassen Board of Supervisors

## RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE LASSEN COUNTY BOARD OF SUPERVISORS DENYING THE HEMPHILL FAMILY, SONJA HEMPHILL, JERRY A HEMPHILL, HOLLY MUELLER, CHRIS BUFFHAM, DONNA BUFFHAM, CRAIG HEMPHILL, NATALIE CHRESTENSEN, ERIC EWING, SHANNON EWING, LAURA ROBERTS, TOM NEELY, AND BECKY NEELY'S APPEAL FILED APRIL 9, 2026 (THEREFORE UPHOLDING THE PLANNING COMMISSION'S APPROVAL OF USE PERMIT #2026-001)

WHEREAS, the Board of Supervisors of Lassen County, after due notice and a public hearing conducted May 12, 2026, has considered The Hemphill Family, Sonja Hemphill, Jerry A Hemphill, Holly Mueller, Chris Buffham, Donna Buffham, Craig Hemphill, Natalie Chrestensen, Eric Ewing, Shannon Ewing, Laura Roberts, Tom Neely, and Becky Neely's appeal of the Planning Commission's April 7, 2026, approval of Use Permit #2026-001, filed by Garrett and Vanessa Ingram, to construct an indoor recycling center for CRV recyclables. The project site is located at 472-445 Diamond Crest Road, approximately four miles southeast of Susanville via Highway 395. APNs: 116-140-021 and 116-140-020; and

WHEREAS, the above use permit application also includes signage in the form of a free-standing sign 40 square feet in size with no internal lighting; and

WHEREAS, at said Planning Commission meeting, the Planning Commission also concurred with the Environmental Review Officer that the project qualifies for an exemption from the California Environmental Quality Act (CEQA) pursuant to Sections 15061(b)(3) and 15303 of the CEQA Guidelines; and

WHEREAS, Lassen County Code Section 18.112.100 sets forth mandatory findings that the Lassen County Planning Commission, or the Board of Supervisors on appeal, must make when considering a use permit application.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The foregoing recitals are true and correct.
2. The Board of Supervisors finds as follows:
  - a. The proposed project is consistent with the *Lassen County General Plan, 2000* and the provisions of Lassen County Code Chapter 18.112, which establishes the regulations regarding the issuance of Use Permits.
  - b. That the project, as conditioned, will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of such use, nor be detrimental or injurious to property and improvements in the neighborhood or to the general welfare.
  - c. On the basis of the whole record before the Board of Supervisors and all comments received during the public review process, there is no substantial evidence that the project will have a significant effect on the environment.

RESOLUTION NO. \_\_\_\_\_

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- d. The project is found to be exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15061(b)(3) and 15303 of the CEQA Guidelines.
- 3. The Board of Supervisors upholds the findings and conditions adopted by the Planning Commission in Resolution Number 4-01-26, with the addition of a pre-operational condition for applicants to obtain all necessary permits from the California Regional Water Quality Control Board. Evidence of approval shall be submitted to Lassen County Department of Planning and Building Services.
- 4. The Board of Supervisors hereby disapproves the appeal, filed by The Hemphill Family, Sonja Hemphill, Jerry Hemphill, Holly Mueller, Chris Buffham, Donna Buffham, Craig Hemphill, Natalie Chrestensen, Eric Ewing, Shannon Ewing, Laura Roberts, Tom Neely, and Becky Neely of the Planning Commission's approval of the subject use permit and upholds Resolution Number 4-01-26 in its entirety as adopted by the Planning Commission on April 7, 2026, conditionally approving the project.

The foregoing resolution was adopted at a regular meeting of the Lassen County Board of Supervisors of the County of Lassen, State of California, held on the 12<sup>th</sup> day of May, 2026, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
 Gary Bridges  
 Chairman of the Board of Supervisors, County  
 of Lassen, State of California

Attest:  
 JULIE BUSTAMANTE  
 Clerk of the Board

By: \_\_\_\_\_  
 MICHELE J. YDERRAGA, Deputy Clerk of the Board

I, MICHELE J. YDERRAGA, Deputy Clerk of the Board of Supervisors, County of Lassen, do hereby certify that the foregoing ordinance was adopted by the said Board of Supervisors at a regular meeting thereof held on the \_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Deputy Clerk of the County of Lassen Board of Supervisors

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## PLANNING COMMISSION MEETING April 7, 2026

FILE NUMBER: UP #2026-001  
PROPERTY OWNER: Garrett & Vanessa Ingram  
APPLICANT: Garrett & Vanessa Ingram  
TYPE OF APPLICATION: Use Permit

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LASSEN COUNTY PLANNING COMMISSION  
 STAFF REPORT  
 April 7, 2026

FILE NUMBER: 2026-001  
 PROPERTY OWNER: Garrett and Vanessa Ingram  
 APPLICANT: Garrett and Vanessa Ingram  
 GENERAL LOCATION: The project is located at 472-445 Diamond Crest Rd. Susanville, CA 96130  
 ASSESSOR'S PARCEL NUMBERS: 116-140-021 and 116-140-020  
 PROJECT SITE ZONING: C-T (Town Service District)  
 GENERAL PLAN: "Town Service" per *Johnstonville Area Plan, 1987*  
 ENVIRONMENTAL DOCUMENT: Exempt from CEQA pursuant to Sections 15061(b)(3) and 15303(c) of the 2025 CEQA Guidelines  
 APPEAL: Board of Supervisors, Lassen County Code Section 18.112.050, Appeal Period: within 10 days of Planning Commission action  
 ASSIGNED STAFF: Mindie Hilton, Associate Planner

AUTHORITY FOR APPLICATION:

Use Permit Ordinance, Lassen County Code Chapter 18.112  
 Sign Regulations Ordinance, Lassen County Code Chapter 18.106

REGULATING AGENCIES:

<u>Agency</u>	<u>Identified Permits/Approvals</u>
Planning Commission	Use Permit Approval
Co. Planning & Building Services	Building Permits
CalRecycle	Certification for Recycling Centers

PROJECT DESCRIPTION: Proposal to open an indoor recycling center for redemption of CRV recyclables. Proposal would include construction of a 12,000 square foot commercial industrial building. The proposed project would include a concrete driveway, parking spaces, grass area, lighting, and sign. The proposed operation of the recycling center is as follows:

- Hours of operation 9:00 AM to 5:00 PM, Tuesday to Friday and Saturday 9:00 AM to 2:00 PM.
- The number of employees will be between 2 and 4.
- Collected recyclables will be baled and loaded onto a semitruck with forklifts for a single monthly transport. The semitruck will be loaded outside of the building.
- Twenty to fifty customers per a day, 100 to 250 per a week.
- Per applicant, the anticipated noise is 80db at property line with most operations done indoors.
- Majority of all operations will be completed inside the building.

- The building dimensions will be 80 x 150 x 16 square feet, with peak building height of 20 feet.
- One outdoor motion light is proposed at the parking lot side of the building facing Diamond Crest Road and one outdoor motion light at the rear of building facing Richmond Road. Both will be attached to the building.
- A total of eight proposed parking spaces.
- All equipment and machinery will be indoors unless moving baled material.
- Signage will be at the edge of property facing North near driveway, and will be 8x5 feet in size (40 Square feet) with no internal lighting.
- The entrance will be on Diamond Crest directly across from the Highway Patrol driveway.
- CRV redemption only, no other materials or services will be provided.
- Equipment will include two forklifts, three E100 bulk reverse vending machines, one E1 express bag drop system, three lines for sorting (flattening without breaking material), and recycling system cash machine.

**PROJECT SITE CHARACTERISTICS and PERMITTING:** The project site is currently composed of two undeveloped parcels totaling approximately 2.68 acres. The project requires a use permit. See “Lassen County Code” section below.

**ACCESS:** The project site is located at 472-445 Diamond Crest Road, approximately four miles southeast of Susanville via Highway 395 and California State Route 36 adjacent to the California Highway Patrol.

**SURROUNDING PROPERTIES:** The subject parcels are surrounded mostly by similarly-sized parcels. All of the immediately surrounding parcels are zoned C-T (Town Service District); the California Highway Patrol is North of the project site; surrounding parcels include commercial and residential use.

	<b>Zoning</b>	<b>Parcel Size (acres)</b>	<b>Land Use Designation (Johnstonville Area Plan, 1987)</b>
<b>West</b>	C-T	1.250 4.240	“Town Service”
<b>East</b>	C-T	2.290	“Town Service”
<b>South</b>	C-T	4.370	“Town Service”
<b>North</b>	C-T	1.380	“Town Service”

**GENERAL PLAN AND ZONING:**

The parcel is zoned C-T (Town Service District) and is designated “Town Service” per the *Johnstonville Area Plan, 1987*”.

**LASSEN COUNTY CODE:** Lassen County Code Chapter 18.34, Section 18.34.040(6) requires a use permit for public service facilities in the C-T District. Lassen County Code Chapter 18.112 et seq.

establishes the regulations regarding the approval of Use Permits. The Planning Commission has the authority to approve, conditionally approve, or deny the Use Permit application.

Furthermore, according to Lassen County Code Sections 18.106.020(8)(A)(iii) and (11), signs that exceed the limitations set forth by Lassen County Code Sections 18.106.020(8)(A)(i) and (ii) require a use permit. The applicants proposed stand-alone sign will be 40 square feet in size which exceeds the allowed square footage requirements of Section 18.106.020(8)(A)(ii). Lassen County Code Sections 18.106.020(8)(A)(i) and (ii) state as set forth the following permitting requirements for appurtenant signs:

- (i) *Allowed by Right. Signs attached to a building, limited to not more than three signs per parcel of not more than seventy square feet of aggregate area per street frontage;*
- (ii) *Subject to a C.C.U.. Any appurtenant sign not attached to a building, limited to one sign per street frontage for each parcel not exceeding thirty-five square feet per sign*

LOCAL GOVERNMENTAL SERVICES:

- Fire Protection is provided by the Susan River Fire Protection District and the California Department of Forestry and Fire Protection (Cal Fire)
- Police protection is provided by the Lassen County Sheriff Department

ENVIRONMENTAL DOCUMENT: The Environmental Review Officer of Lassen County has determined that this proposal is exempt from the California Environmental Quality Act under Sections 15061(b)(3) and 15303(c) of the 2025 CEQA Guidelines. Furthermore, the size of the proposed building is similar in size to buildings that are allowed by right in the C-T District.

FINDINGS AND RECOMMENDATIONS: The recommended findings and conditions can be found in the memos to the director attached to this staff report. In addition, the recommended conditions can be found in Exhibit "A" of draft resolution that is included in this packet.

STAFF RECOMMENDATION: Staff recommends approval of Use Permit #2026-001. The project is consistent with Lassen County Title 18 Zoning, the *Lassen County General Plan, 2000*, and the *Johnstonville Area Plan, 1987*.

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE LASSEN COUNTY PLANNING COMMISSION APPROVING  
USE PERMIT # 2026-001

WHEREAS, the Planning Commission of Lassen County, after due notice and a public hearing conducted April 7, 2026, has considered Use Permit Application #2026-001, filed by Garrett and Vanessa Ingram, to open an indoor recycling center for redemption of CRV recyclables at 472-445 Diamond Crest Rd. (APN: 116-140-021 & 116-140-020); and

WHEREAS, according to the applicant, the size of the building will be 12,000 square feet and the business sign will be 40 square feet;

WHEREAS, Lassen County Code Section 18.112.100 sets forth mandatory findings that the Lassen County Planning Commission must make when considering a use permit application; and

WHEREAS, the Environmental Review Officer has determined that this proposal is exempt from the California Environmental Quality Act under Section 15061(b)(3) and 15303(c) of the 2026 CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The foregoing recitals are true and correct.
2. The Planning Commission finds as follows:
  - a. That the proposed project is consistent with the *Johnstonville Area Plan, 1987*, the *Lassen County General Plan, 2000*, Lassen County Code Chapter 18.34, Lassen County Code Chapter 18.106, and the provisions of Lassen County Code Chapter 18.112, which establishes the regulations regarding the issuance of Use Permits.
  - b. That the project, as conditioned, will not, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of such use, nor be detrimental or injurious to property and improvements in the neighborhood or to the general welfare.
3. The Lassen County Planning Commission hereby adopts the findings, contained in the Planning Commission staff report.
4. The Planning Commission hereby concurs with the Environmental Review Officer that the project qualifies for exemptions, pursuant to Section 15061(b)(3) and 15303(c) of the 2026 CEQA Guidelines.
5. The Planning Commission hereby approves Use Permit # 2026-001, subject to the conditions of approval set forth in Exhibit "A" attached hereto.

RESOLUTION NO. \_\_\_\_\_

PASSED AND ADOPTED at a regular meeting of the Planning Commission of the County of Lassen, State of California, on the 7<sup>th</sup> day of April, 2026, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Chairman  
Lassen County Planning Commission

ATTEST:

\_\_\_\_\_  
Gaylon F. Norwood, Secretary  
Lassen County Planning Commission

RESOLUTION NO. \_\_\_\_\_

EXHIBIT "A"

CONDITIONS OF APPROVAL  
USE PERMIT #2026-001

**Pre-operational Conditions**

**(Must be satisfied before issuance of the Authorization to Operate)**

1. The applicant shall enter into an Indemnification Agreement in accordance with Lassen County Code Section 1.35.020.
2. A voluntary merger of the two subject parcels, which are represented by APNs 116-140-020 and 116-140-021, shall be completed before the issuance of any permits for development if any proposed structures are to be constructed over the property line that is currently common to these two parcels. This merger shall be completed in accordance with the provisions of Section 16.40.110 of the Lassen County Code.
3. The applicant shall meet all regulations and permitting requirements set forth by CalRecycle.
4. The applicant shall obtain all necessary well and septic permits from the Lassen County Environmental Health Division and obtain all necessary building permits from the Lassen County Department of Planning and Building Services before commencement of construction.
5. The applicant shall obtain an encroachment permit from the Lassen County Public Works and Roads Department.
6. The applicant shall construct all required improvements prior to operation.
7. If hazardous materials are to be stored on site in quantities of 55 gallons, 200 cubic feet, and/or 500 pounds or more, then obtain Certified Unified Program Agency (CUPA) permit through Lassen County Environmental Health.

**Operational Conditions**

**(Must be satisfied during operation of the use permit)**

8. Noncompliance with any of the following use permit conditions shall constitute grounds for revocation of the use permit (pursuant to Lassen County Code Section 18.112.060).
9. The Use Permit shall be granted for the use as approved by the Planning Commission. Substantial revisions and/or expansions of the project will require a new Use Permit, subject to the approval of the Planning Commission.
10. Signs shall be unlighted or softly lighted and shall not blink, oscillate, rotate, pulse or be otherwise animated.

RESOLUTION NO. \_\_\_\_\_

11. No sign shall be allowed to fall into disrepair, and any sign damaged or defaced by any means shall be repaired or removed within ten days of notification.
12. Comply with all other provisions of Title 18, Chapter 18.106 Sign Regulations.
13. The applicant shall comply with Chapter 9.65 Noise, Section 9.65.040 General sound level limits and the *Lassen County Noise Element, 2021* Community Noise Equivalent Level Standards for Receiving Land Uses.
14. The applicant shall comply with Chapter 18.108 Special Provisions Section 18.108.200 Public service facilities maintaining a minimum ten-foot landscaped strip on all property lines abutting residential property.
15. The hours of operation will be 9:00 a.m. to 5:00 p.m. Tuesday to Friday, and 9:00 a.m. to 2:00 p.m. on Saturdays. The recycling center will be closed on Sundays.
16. All operations with the exception of loading pallets of materials onto trailers/trucks will take place within the proposed building. Trucks and trailers shall not be parked or stored on site unless they are actually being loaded.
17. Rollup/Bay doors to the facility shall remain closed during operations, unless actively loading trailers/trucks.
18. Per Lassen County Code Section 18.34.060(1) all off-street parking areas shall be paved.
19. Per Lassen County Code Section 18.34.060(2) any parking areas provided in a required front or side yard setback shall be separated from streets and adjacent property by a five-foot-minimum landscaped strip.

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE LASSEN COUNTY PLANNING COMMISSION DISAPPROVING  
USE PERMIT # 2026-001, INGRAM

WHEREAS, the Planning Commission of Lassen County, after due notice and a public hearing conducted April 7, 2026, has considered Use Permit Application #2026-001, filed by Garrett and Vanessa Ingram, to open and indoor recycling center for the redemption of CRV recyclables at 472-445 Diamond Crest Rd. Susanville (APNs: 116-140-021 & 116-140-020); and

WHEREAS, according to the applicant, the size of the building would be 12,000 square feet and the sign would be 40 square feet:

WHEREAS, Lassen County Code Section 18.112.100 sets forth mandatory findings that the Lassen County Planning Commission must make when considering a use permit application; and

WHEREAS, the California Environmental Quality Act does not apply to projects which a public agency rejects or disapproves, pursuant to Sections 15061(4) and 15270(a) of the Guidelines.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The foregoing recitals are true and correct.
2. The Planning Commission finds as follows:
  - a. That the proposed project is not consistent the *Johnstonville Area Plan, 1987*, the *Lassen County General Plan, 2000*, Lassen County Code Chapter 18.34, Lassen County Code Chapter 18.106, and the provisions of Lassen County Code Chapter 18.112, which establishes the regulations regarding the issuance of Use Permits.
  - b. That the project will, under the circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of such use, and/or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare.
3. The Planning Commission hereby disapproves Use Permit # 2026-001.

RESOLUTION NO. \_\_\_\_\_

PASSED AND ADOPTED at a regular meeting of the Planning Commission of the County of Lassen, State of California, on the 7<sup>th</sup> day of April, 2026, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

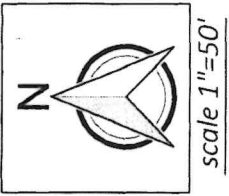
ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

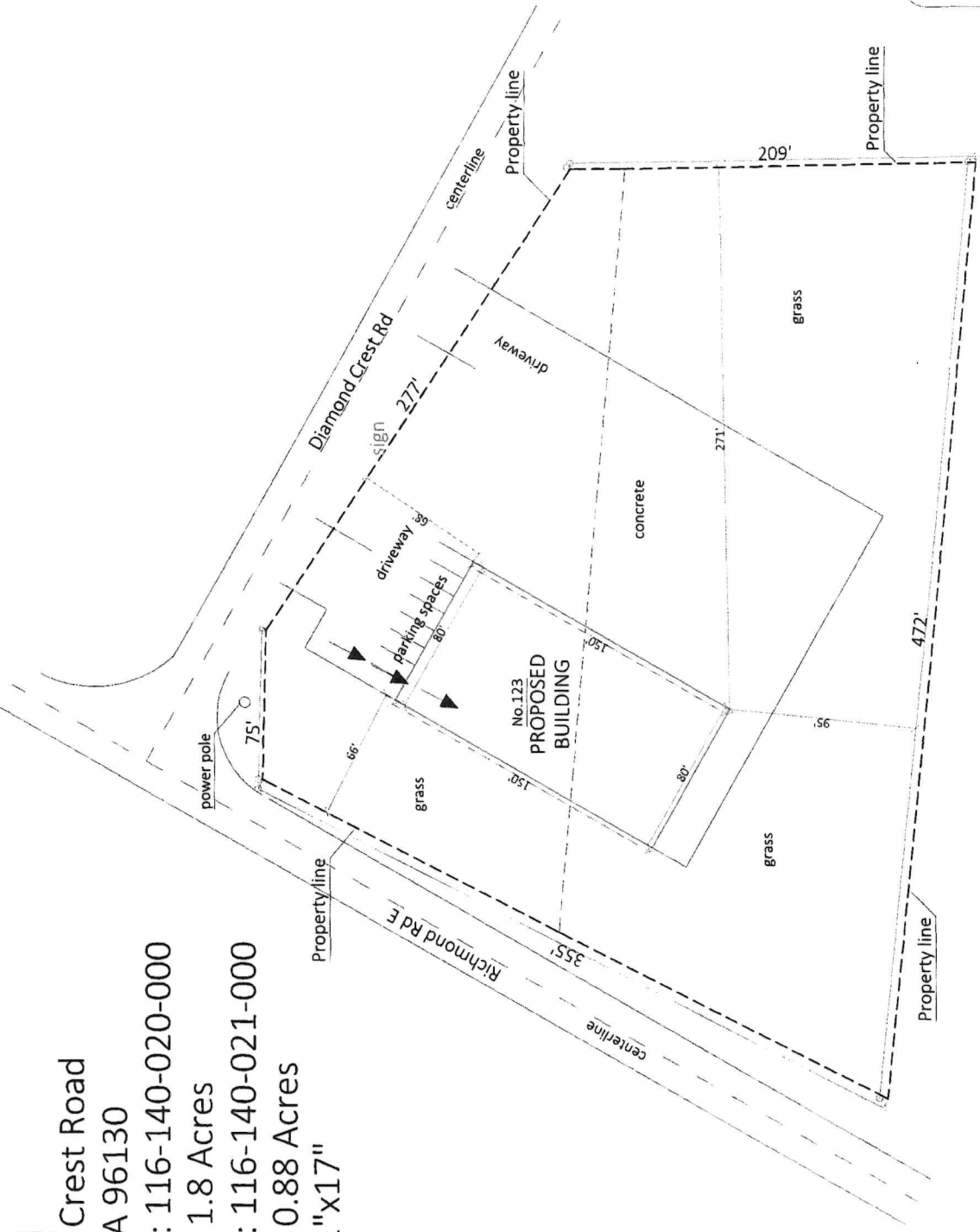
\_\_\_\_\_  
Chairman  
Lassen County Planning Commission

ATTEST:

\_\_\_\_\_  
Gaylon F. Norwood, Secretary  
Lassen County Planning Commission



**Disclaimer**  
 This is not a legal survey, nor is it intended to be a replacement for a legal survey. It is for illustrative purposes only. This work product represents only generalized location of features. It is not a substitute for a professional survey and should not be used for any purpose without the assistance of a professional surveyor.



**SITE PLAN**  
 123 Diamond Crest Road  
 Susansville, CA 96130  
 Parcel ID No1: 116-140-020-000  
 Lot area No1: 1.8 Acres  
 Parcel ID No2: 116-140-021-000  
 Lot area No2: 0.88 Acres  
 Paper Size: 11"x17"

# Vicinity Map Use Permit 2026-001, Ingram



2/19/2026

**C-1**

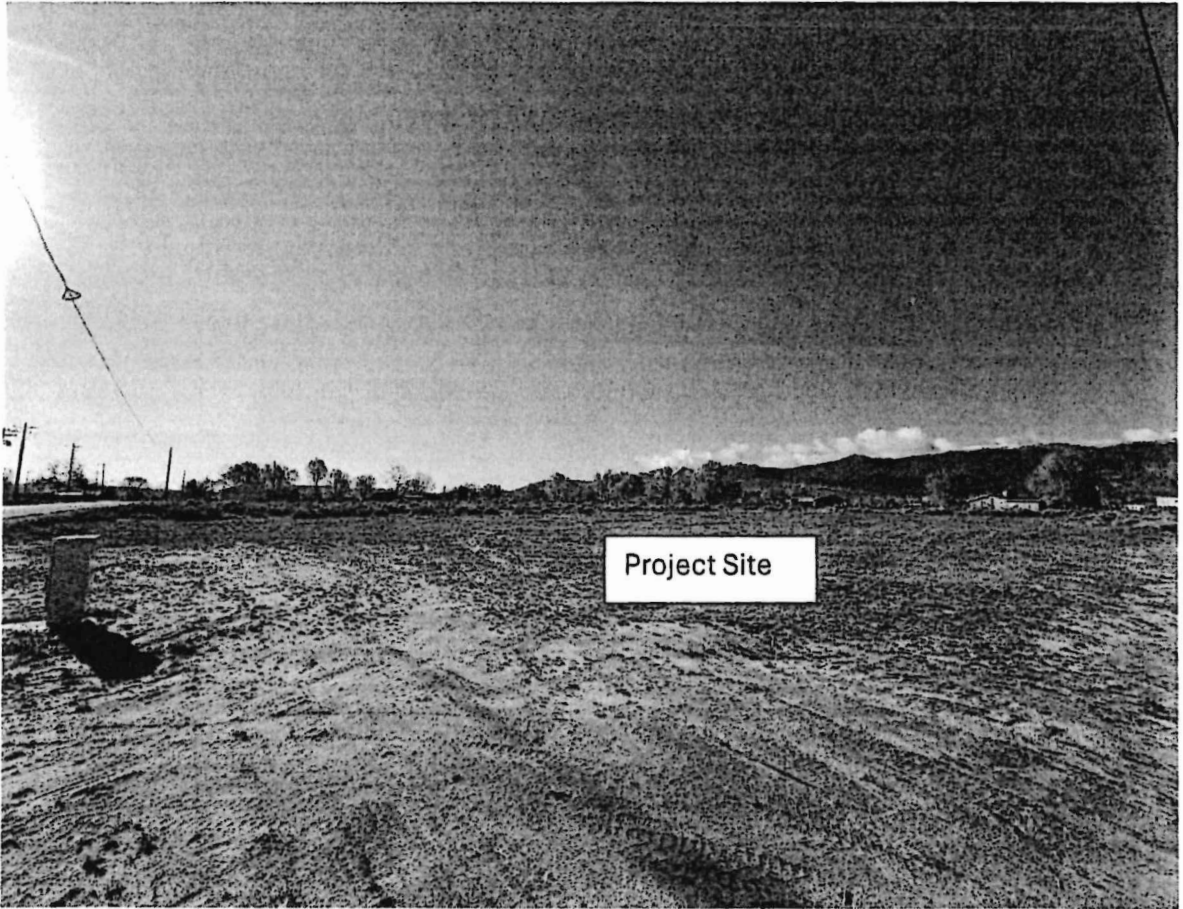
0 0.23 0.45 0.75 0.9 mi

0 0.38 0.75 1.5 km

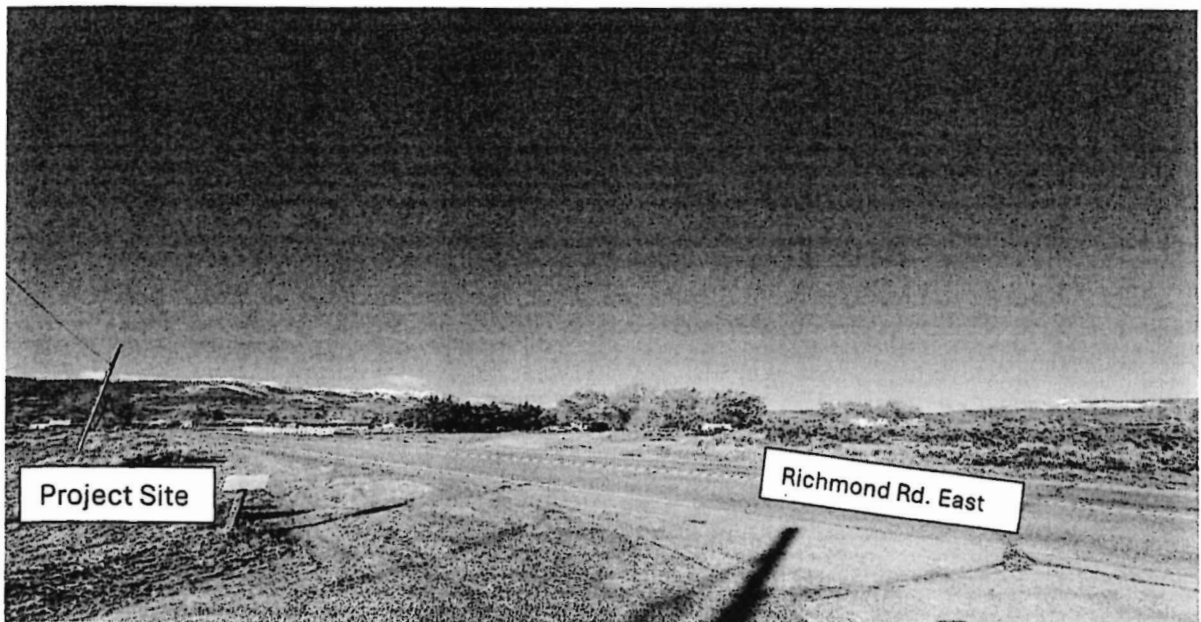
1:36,112

North Arrow

Vendor: Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community

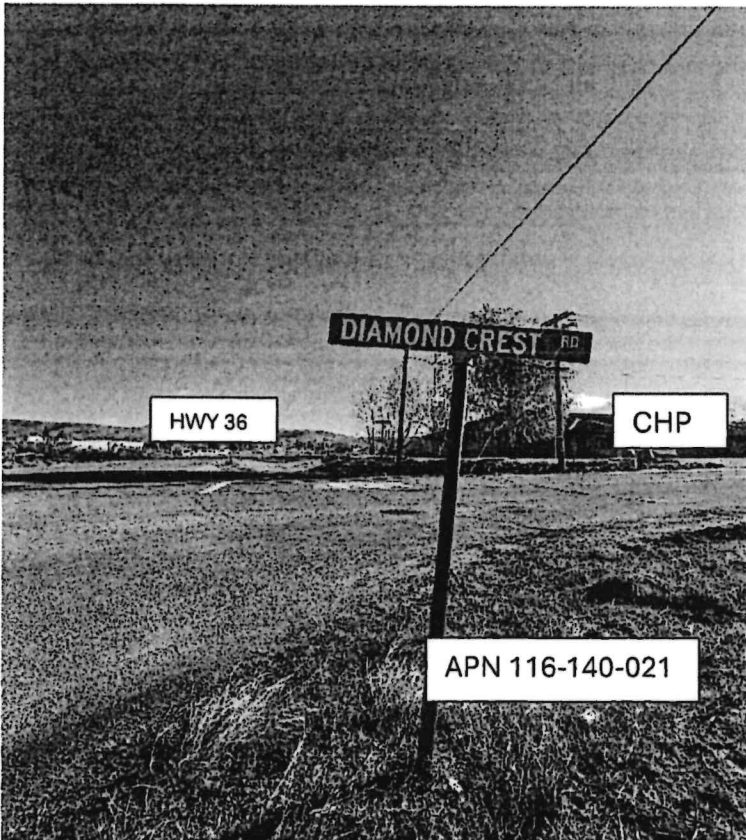


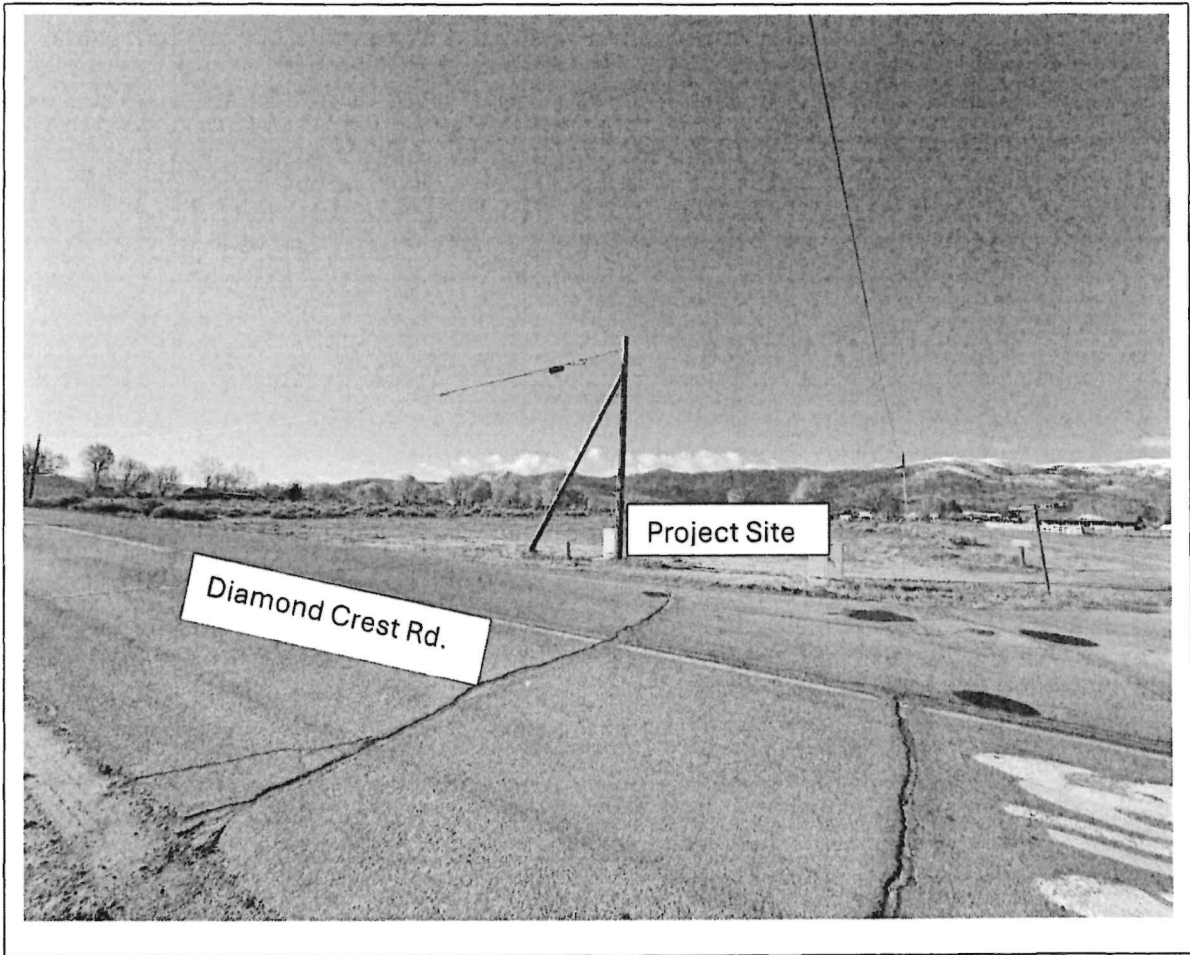
*Project site is on the corner of Richmond Rd. East and Diamond Crest Rd.*





*Project site is across the street from the CHP office.*







County of Lassen

Department of Planning and Building Services

• Planning • Building Environmental Health • Code Enforcement • Surveyor • Surface Mining

March 17, 2026

**Gaylon F. Norwood, Director**  
 707 Nevada Street, Suite 5  
 Susanville, CA 96130-3912  
 Phone: 530 251-8269  
 Fax: 530 251-8373  
 email: landuse@co.lassen.ca.us  
 website: www.co.lassen.ca.us

3-18-26  
 MJA

TO: Gaylon F. Norwood  
 Agenda Date: April 7, 2026

Zoning & Building  
 Inspection Requests  
 Phone: 530 257-5263

FROM: Matt May, Deputy Director

RE: **USE PERMIT #2026-001, Ingram (property owner and applicant).**  
 Proposal to open an indoor recycling center for redemption of CRV recyclables. Proposal would include construction of a 12,000 square foot commercial industrial building. The proposed project would include a concrete driveway, parking spaces, grass area, lighting, and sign. The subject parcels are zoned C-T (Town Service District) and have a Town Service land use designation per the *Johnstonville Area Plan, 1987*. The proposed project is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) and 15303(c) of the 2025 CEQA Guidelines. The subject parcels are located at 472-445 Diamond Crest Road Susanville, CA 96130. APNs: 116-140-021 & 116-140-020. Staff Contact: Mindie Hilton, Associate Planner

**The Planning Division of the Lassen County Department of Planning and Building Services finds as follows:**

1. The subject parcel is zoned C-T (Town Service District).
2. The subject parcel has a "Town Service" land use designation in the *Johnstonville Area Plan, 1987*.
3. The subject parcel is not within the 100-year flood zone as described by the Federal Emergency Management Agency (FEMA).
4. The applicant is proposing to construct a 12,000 square foot commercial industrial building and an appurtenant sign approximately 4 miles southeast of Susanville via Highway 395 at 472-250 Diamond Crest Rd. Susanville, CA 96130.
5. The proposed operation of the recycling center is as follows:
  - Hours of operation 9:00 AM to 5:00 PM, Tuesday to Friday and Saturday 9:00 AM to 2:00 PM.
  - The number of employees will be between 2 and 4.
  - Collected recyclables will be baled and loaded onto a semitruck with forklifts for a single monthly transport. The semitruck will be loaded outside of the building.
  - Twenty to fifty customers per a day, 100 to 250 per a week.
  - Per the applicant, the anticipated noise is 80db at property line with most operations done indoors.
  - Majority of all operations will be completed inside the building.
  - The building dimensions will be 80 x 150 x 16 square feet, with peak building height of 20 feet.

- One outdoor motion light is proposed at the parking lot side of the building facing Diamond Crest Road and one outdoor motion light at the rear of building facing Richmond Road. Both will be attached to the building.
  - A total of eight proposed parking spaces.
  - All equipment and machinery will be indoors unless moving baled material.
  - Signage will be at the edge of property facing North near driveway, and will be 8x5 feet in size (40 Square feet) with no internal lighting.
  - The entrance will be on Diamond Crest directly across from the Highway Patrol driveway.
  - CRV redemption only, no other materials or services will be provided.
  - Equipment will include two forklifts, three E100 bulk reverse vending machines, one E1 express bag drop system, three lines for sorting (flattening without breaking material), and recycling system cash machine.
6. According to Lassen County Code Sections 18.106.020(8)(A)(iii) and (11), signs that exceed the limitations set forth by Lassen County Code Sections 18.106.020(8)(A)(i) and (ii) require a use permit. The applicants proposed stand-alone sign will be 40 square feet in size which exceeds the allowed square footage requirements of Section 18.106.020(8)(A)(ii). Lassen County Code Sections 18.106.020(8)(A)(i) and (ii) state as set forth the following permitting requirements for appurtenant signs:
- (i) *Allowed by Right. Signs attached to a building, limited to not more than three signs per parcel of not more than seventy square feet of aggregate area per street frontage;*
  - (ii) *Subject to a C.C.U.. Any appurtenant sign not attached to a building, limited to one sign per street frontage for each parcel not exceeding thirty-five square feet per sign*
7. Lassen County Code Section 18.34.040(6) requires a use permit for public service facilities in the C-T District.
8. Lassen County Code Section 18.106.040(5) states, “Signs shall be unlighted or softly lighted and shall not blink, oscillate, rotate, pulse or be otherwise animated.”
9. Lassen County Code Section 18.106.040(15) states, “No sign shall be allowed to conflict with any applicable policies, provisions and/or requirements of the general plan or an applicable area plan.”
10. Lassen County Code Section 18.106.040(16) states, “No sign shall be allowed to fall into disrepair, and any sign damaged or defaced by any means shall be repaired or removed within ten days of notification.”
11. The following measures from the *Johnstonville Area Plan, 1987*, pertain to the proposal:

- *Policy 19-B: Land in the vicinity of the Town Center as designated on the land use map shall be designated as town service. These lands are appropriate for mixed commercial residential uses.*
- *Implementation Measure 19.1: Commercial uses in the mixed commercial/residential districts and occupations shall be carefully regulated to ensure they will remain compatible with the areas in which they are located.*
- *Implementation Measure 19.2: Lands designated shown on the land use map as town service shall be zoned as "C-T" Town Service District.*

12. The following goals, objectives, implementation measures and descriptions from the *Lassen County General Plan, 2000*, pertain to the proposal:

#### **Designation of Land Uses**

- *Implementation Measure LU-A: The County shall utilize the zoning provisions of the Lassen County Code to adopt and enforce corresponding zoning districts, and to consider the approval of related use permits and land divisions, which implement and are compatible with the policies, general land uses and programs specified in this Land Use Element and in area plans adopted as part of the General Plan.*
- *Implementation Measure LU-B: The County recognizes the need and legal requirements for making land use decisions which are consistent with the General Plan.*

#### **1. ISSUE: Land Use Compatibility**

- *GOAL L-4: Compatibility between land use types by providing for complementary mixtures and patterns of land uses.*
- *LU-6 POLICY: The County recognizes general plan land use designations and consistent zoning as the appropriate and primary tools for attempting to achieve and maintain compatibility of land uses within the context of the County's land use authority and local control.*

#### **4. ISSUE: Neighborhood Quality**

- *GOAL L-8: Neighborhoods which offer safe and pleasant living environments for the residents of Lassen County.*
- *LU21 POLICY: The County supports the need to maintain safe and pleasant living environments and, in consideration of related land use decisions, shall require mitigation of impacts which significantly threaten such qualities.*

#### **6. ISSUE: Commercial Land Uses**

- *GOAL L-12: Increase community wealth and the provision of needed commercial services through economic growth and diversification by sustaining and facilitating the expansion of existing commercial operations and by encouraging new commercial ventures.*
- *LU29 POLICY: The County supports the economic viability of existing communities and will minimize the development of scattered commercial uses by directing commercial uses to existing town centers and commercial areas or the orderly expansion of such areas, with limited exceptions including home occupations, agricultural-related sales, and specially-considered local convenience and highway commercial sites.*

**ISSUE: Commercial Uses**

*Lassen County has generally supported and encouraged the development of new, and the retention and expansion of existing, commercial uses and facilities. Such development is good for the economic development of Lassen County, including the development of new employment opportunities. Aside from this general endorsement for commercial development, the primary land use issues related to commercial uses are in the areas of general compatibility with surrounding land uses, orderly growth of existing commercial areas, and the need to have adequate infrastructure to serve expanding commercial areas.*

*The County is sometimes requested to consider the development of commercial establishments which are not within existing commercial areas. Such commercial proposals may be along a highway and are proposed to serve and take advantage of the needs of tourists and the general traveling public. Another frequently considered need or desire in many areas is for neighborhood-type convenience stores. Such development may serve special needs. However, they also have the potential of creating conflicting land use issues and creating a precedent for the leap-frog and sprawl of commercial uses. The 1968 General Plan stated:*

13. The Planning Commission will determine whether the proposed project is consistent with the *Johnstonville Area Plan, 1987*, and *Lassen County General Plan, 2000*, unless the proposed project is appealed to the Board of Supervisors, in which case, said body would determine the above.
14. The Environmental Review Officer recommends that the Planning Commission find the proposed project exempt from the California Environmental Quality Act under Section 15061(b)(3) of the 2025 CEQA Guidelines, also known as the “common sense” or “general” rule and under Section 15303(c). Furthermore, the size of the proposed building is similar in size to buildings that are allowed by right in the C-T District.

**The Planning Division of the Lassen County Department of Planning and Building Services recommends the following conditions be placed on the project if approved:**

**Pre-operational Conditions  
 (Must be satisfied before issuance of the Authorization to Operate)**

1. The applicant shall enter into an Indemnification Agreement in accordance with Lassen County Code Section 1.35.020.
2. A voluntary merger of the two subject parcels, which are represented by APNs 116-140-020 and 116-140-021, shall be completed before the issuance of any permits for development if any proposed structures are to be constructed over the property line that is currently common to these two parcels. This merger shall be completed in accordance with the provisions of Section 16.40.110 of the Lassen County Code.
3. The applicant shall meet all regulations and permitting requirements set forth by CalRecycle.
4. The applicant shall obtain all necessary well and septic permits from the Lassen County Environmental Health Division and obtain all necessary building permits from the Lassen County Department of Planning and Building Services before commencement of construction.
5. The applicant shall obtain an encroachment permit from the Lassen County Public Works and Roads Department.
6. The applicant shall construct all required improvements prior to operation.
7. If hazardous materials are to be stored on site in quantities of 55 gallons, 200 cubic feet, and/or 500 pounds or more, then obtain Certified Unified Program Agency (CUPA) permit through Lassen County Environmental Health.

**Operational Conditions**  
**(Must be satisfied during operation of the use permit)**

8. Noncompliance with any of the following use permit conditions shall constitute grounds for revocation of the use permit (pursuant to Lassen County Code Section 18.112.060).
9. The Use Permit shall be granted for the use as approved by the Planning Commission. Substantial revisions and/or expansions of the project will require a new Use Permit, subject to the approval of the Planning Commission.
10. Signs shall be unlighted or softly lighted and shall not blink, oscillate, rotate, pulse or be otherwise animated.
11. No sign shall be allowed to fall into disrepair, and any sign damaged or defaced by any means shall be repaired or removed within ten days of notification.
12. Comply with all other provisions of Title 18, Chapter 18.106 Sign Regulations.
13. The applicant shall comply with Chapter 9.65 Noise, Section 9.65.040 General sound level limits and the *Lassen County Noise Element, 2021* Community Noise Equivalent Level Standards for Receiving Land Uses.

14. The applicant shall comply with Chapter 18.108 Special Provisions Section 18.108.200 Public service facilities maintaining a minimum ten-foot landscaped strip on all property lines abutting residential property.
15. The hours of operation will be 9:00 a.m. to 5:00 p.m. Tuesday to Friday, and 9:00 a.m. to 2:00 p.m. on Saturdays. The recycling center will be closed on Sundays.
16. All operations with the exception of loading pallets of materials onto trailers/trucks will take place within the proposed building. Trucks and trailers shall not be parked or stored on site unless they are actually being loaded.
17. Rollup/Bay doors to the facility shall remain closed during operations, unless actively loading trailers/trucks.
18. Per Lassen County Code Section 18.34.060(1) all off-street parking areas shall be paved.
19. Per Lassen County Code Section 18.34.060(2) any parking areas provided in a required front or side yard setback shall be separated from streets and adjacent property by a five-foot-minimum landscaped strip.



*County of Lassen*  
**Department of Planning and Building Services**

• Planning • Building • Environmental Health • Code Enforcement • Surveyor • Surface Mining

**Gaylon F. Norwood, Director**  
 707 Nevada Street, Suite 5  
 Susanville, CA 96130-3912  
**Main Phone: 530 251-8269**  
 Fax: 530 251-8373  
 email: landuse@co.lassen.ca.us  
 website: www.co.lassen.ca.us

March 5, 2026

**TO:** Gaylon Norwood, Director  
 Lassen County Planning & Building Services Department

Zoning & Building  
 Inspection Requests  
 Phone: 530 257-5263

**FROM:** Don Willis, Lassen County Surveyor

**RE:** Use Permit No. 2026-001 – Garrett and Vanessa Ingram.  
 Assessor's Parcel Numbers: 116-140-020 and 116-140-021

**LASSEN COUNTY SURVEYOR FINDS AS FOLLOWS:**

1. The subject parcels are known as Assessor's Parcel Numbers 116-140-020 and 116-140-021 and title to these lands are currently vested in Garrett Duane Ingram and Vanessa Maxine Ingram, husband and wife as community property with right of survivorship, as shown at a Grant Deed that was recorded on August 29, 2025 as Document No. 2025-02703 of the Official Records of Lassen County, California.
2. The subject parcels are located within a portion of the Northwest one-quarter of the Northeast one-quarter of Section 14, Township 29 North, Range 12 East, Mount Diablo Base and Meridian, in the unincorporated territory of Lassen County, California.
3. The subject parcels are described in the vesting deed noted above with metes and bounds legal descriptions. Parcel One within this deed describes the lands that are represented by Assessor's Parcel Number 116-140-020. Parcel Two within this deed describes the lands that are represented by Assessor's Parcel Number 116-140-021.
4. The underlying legal parcel for the lands represented by Assessor's Parcel Number 116-140-020 was found to have been separately described in a Grant Deed that was recorded on October 3, 1966 in Book 210, Page 59, of the Official Records of Lassen County. This deed was recorded prior to March 4, 1972, the date after which parcels can no longer be created by recordation of a deed, and this conveyance was not the result of a division of land that created five or more parcels. Therefore, this parcel was created in compliance with the provisions of the Subdivision Map Act and local ordinances.
5. The underlying legal parcel for the lands represented by Assessor's Parcel Number 116-140-021 was found to have been separately described in a Joint Tenancy Grant Deed that was recorded on February 17, 1965 in Book 197, Page 229, of the Official Records of Lassen County. This deed was recorded prior to March 4, 1972, the date after which parcels can no longer be created by recordation of a deed, and this conveyance was not the result of a division of land that created five or more parcels. Therefore, this parcel was created in compliance with the provisions of the Subdivision Map Act and local ordinances.
6. The tentative map that was submitted with the application for Use Permit No. 2026-001 shows that a proposed building is to be constructed across the boundary line that is common to the two subject

Gaylon Norwood, Director  
 Lassen County Planning and Building Services Department  
 Lassen County Surveyor's Findings and Conditions  
 Page 2 of 2

parcels. This action would require that a merger of the two above described underlying legal parcels be completed, pursuant to the provisions of Section 16.40.110 (Voluntary merger requested by property owner) of the Lassen County Code, prior to the issuance of any permits for development. The property owners submitted an application for a voluntary merger on February 13, 2026 – see Merger No. 2026-001.

7. The northerly parcel, represented by Assessor's Parcel Number 116-140-021, can be accessed by Richmond Road East, County Road No. 203, or by Diamond Crest Road, County Road No. 232, both of which are in the County maintained road system. The southerly parcel can currently only be accessed by said Richmond Road East.
8. The address that has been assigned by the County to Assessor's Parcel Number 116-140-021 is 472-445 Diamond Crest Road in Susanville, California 96130. Assessor's Parcel Number 116-140-020 has not been assigned an address by the County.

**LASSEN COUNTY SURVEYOR RECOMMENDS THE FOLLOWING CONDITIONS FOR USE PERMIT NO. 2026-001 (GARRETT AND VANESSA INGRAM):**

1. A voluntary merger of the two subject parcels, which are represented by Assessor's Parcel Numbers 116-140-020 and 116-140-021, shall be completed before the issuance of any permits for development if any proposed structures are to be constructed over the property line that is currently common to these two parcels. This merger shall be completed in accordance with the provisions of Section 16.40.110 of the Lassen County Code.

Respectfully submitted,



Don Willis, L.S. 7742  
 Lassen County Surveyor



County of Lassen  
Department of Planning and Building Services

• Planning • Building • Environmental Health • Code Enforcement • Surveyor • Surface Mining

March 17, 2026

Gaylon F. Norwood, *Director*  
707 Nevada Street, Suite 5  
Susanville, CA 96130-3912  
Main Phone: 530 251-8269  
Fax: 530 251-8373  
email: landuse@co.lassen.ca.us  
website: www.co.lassen.ca.us

To: Gaylon Norwood, Director  
Lassen County Planning and Building Services  
Department

Zoning and Building  
Inspection Requests  
Phone: 530 257-5263

From: Sara Chandler, Division Manager *S.C.*  
Lassen County Environmental Health

RE: Use Permit #2026-001, Ingram  
Merger #2026-001, Ingram

**The Environmental Health Division of the Lassen County Planning and Building Services  
Department finds as follows:**

1. SANITARY SEWAGE DISPOSAL

Sanitary sewage disposal in this area is provided by Onsite Wastewater Treatment Systems (OWTS). We do not have any permit records regarding an OWTS system on either parcel 116-140-020 or 116-140-021.

2. WATER SUPPLY AVAILABILITY:

Water supply to this area is provided by private water wells. We do not have any permit records for private wells on the involved parcels.

**The Environmental Health Division of the Lassen County Planning and Building Services  
Department recommends the following conditions be placed on the project if approved:**

1. Contact CalRecycle to become a Certified Recycling Center.
2. If OWTS or water well are to be installed obtain permit through Lassen County Planning and Building Services Department.
3. If hazardous materials are to be stored on site in quantities of 55 gallons, 200 cubic feet, and/or 500 pounds or more, then obtain Certified Unified Program Agency (CUPA) permit through Lassen County Environmental Health.

SC:sc

S:\EHE\Land Use\Use Permit 2026-001 - Merger 2026-001 Ingram

UNAPPROVED MINUTES  
LASSEN COUNTY PLANNING COMMISSION  
April 7, 2026

The Commission convened in regular session at 1:10 p.m. at 707 Nevada Street Susanville, CA. with Commission members Jeff Askew, Curtis Gatie, Mark Solomon, Carol Clark, and Toby Corder present. Also present were Gaylon Norwood (Director and Planning Commission Secretary), Planning and Building Services Department staff; and Recording Secretary Anetia Elliott.

(**Note:** The following is summary minutes of this meeting and is not a transcript. Contact the Planning and Building Services Department {530} 251-8269 to determine if an audio recording is available.)

**ELECTION OF OFFICERS:**

It was moved by Commissioner Clark, seconded by Commissioner Gatie, and carried to elect Commissioner Solomon to serve as Chairman. Commissioners Askew, Gatie, Solomon, Corder and Clark voted "Aye".

It was moved by Commissioner Clark, seconded by Commissioner Gatie, and carried to elect Commissioner Corder as Vice Chairman. Commissioners Askew, Clark Solomon, Corder and Gatie voted "Aye".

**APPOINTMENT OF ARCHITECTURAL REVIEW COMMITTEE MEMBER:**

It was moved by Commissioner Clark, seconded by Commissioner Gatie, and carried to appoint Commissioner Corder as the Architectural Review Committee member. Commissioners Askew, Gatie, Solomon, Corder, and Clark, voted "Aye".

**GENERAL UPDATE OF PLANNING ACTIVITIES:**

Gaylon Norwood reported on the of Environmental Health Division's new hiring of a Environmental Specialist and Deputy Director Matt May is now the acting Director of Public Works.

**MATTERS INITIATED BY COMMISSIONERS:**

None

**CORRESPONDENCE:**

Attached in your packet is an email from Kristin Gregory from the February Planning Commission that came in March after the appeal period ended, opposing the installation of a cellular tower adjacent to her property.

**PRESENTATION BY STAFF:**

None

**APPROVAL OF MINUTES:**

*February 7, 2026*

**MOTION:**

It was moved by Commissioner Corder, seconded by Commissioner Gatie, and carried to approve the February 7, 2026, minutes. Commissioners Solomon, Clark, Corder, Gatie and Askew voted "Aye".

**MATTERS INITIATED BY THE GENERAL PUBLIC:**

None

PLANNING COMMISSION  
April 7, 2026

**PUBLIC HEARING: USE PERMIT #2026-001, Ingram.** Proposal to open an indoor recycling center for redemption of CRV recyclables. Proposal would include construction of a 12,000 square foot commercial industrial building. The proposed project would include a concrete driveway, parking spaces, grass area, lighting, and sign. The subject parcels are zoned C-T (Town Service District) and have a Town Service land use designation per the *Johstonville Area Plan, 1987*. The proposed project is exempt from the California Environmental Quality Act (CEQA) under Sections 15061(b)(3) and 15303(c) of the 2026 CEQA Guidelines. The subject parcels are located at 472-445 Diamond Crest Road Susanville, CA 96130. APNs: 116-140-021 & 116-140-020. Mindie Hilton, Associate Planner presented the staff report and power point presentation.

Garrett Ingram, property owner and project applicant spoke in favor of the Recycling Center.

The public hearing was opened at 1:26 p.m.

Eric Ewing, area resident spoke opposing the project. He also submitted a list of signatures from area residents opposing the project.

**Exhibit A:** A list of 120 area resident's signatures opposing the project.

Tom Neely, area resident spoke opposing the project.

**Exhibit B:** Photos of the property where the proposed Recycling Center will be.

Randy Singh, area resident spoke in favor of the project.

Holly Mueller, area resident spoke opposing the project.

Laura Roberts, area resident spoke opposing the project.

**Exhibit C:** A list of area residents signatures opposing the project.

Chris Buffum, area resident spoke opposing the project.

Becky Neely, area resident spoke opposing the project.

Garett and Vanessa Ingram, property owner and applicant of the project spoke on the benefits and how the Recycling Center works.

The public hearing was closed at 2:21 p.m.

Gaylon Norwood clarified special provisions on the project and exceptions to the use of exemptions.

**MOTION:**

It was moved by Commissioner Askew, seconded by Commissioner Gatie, and carried to adopt Resolution 4-01-26, approving Use Permit #2026-001, Ingram. Commissioners Askew, Gatie and Solomon voted "Aye". Commissioners Clark and Corder voted "No".

PLANNING COMMISSION  
April 7, 2026

Meeting adjourned at 2:34 p.m.

These minutes were approved by the Planning commission on \_\_\_\_\_.  
(Date)

ATTEST:

\_\_\_\_\_  
Gaylon F. Norwood, Secretary  
Lassen County Planning Commission

## Title 18. Zoning

### Chapter 18.34. C-T TOWN SERVICE DISTRICT

#### § 18.34.010. Intent.

C-T districts are intended to promote and enhance the diversified uses compatible with and necessary for the maintenance and viability of town centers and rural communities. In combination with residential and public uses, these groupings of stores provide daily and weekly convenience shopping and services for the surrounding area. The C-T districts also provide for social and cultural headquarters for the county subareas with schools, fraternal organizations, churches, etc.  
(Ord. 467 § 54, 1984; Ord. 467-G § 6, 1990)

#### § 18.34.020. Applicability.

The regulations set out in this chapter shall apply to all C-T districts and shall be subject to Chapters **18.102** through **18.108** of this title.  
(Ord. 467 § 54, 1984; Ord. 467-G § 6, 1990)

#### § 18.34.030. Uses allowed by right.

Uses allowed by right in a C-T district shall be as follows:

- (1) Retail stores and shops of a light commercial character and conducted within a building, including, but not limited to, appliance stores, banks, barbershops, bars, taverns and brewpubs, beauty parlors, bookstores, self-service laundromats, laundry or dry cleaning services, dress shops, drugstores, food stores, furniture shops, hardware stores, millinery shops, mini-storage warehouses, professional offices, pet shops, radio sales, restaurants, refreshment stands, shoe shops, storage garages, studios, and tailor shops, and other uses which are of similar character to those enumerated and which will not be detrimental or obnoxious to the neighborhood in which they are to be located;
- (2) Repair shops;
- (3) Car washes;
- (4) Feed stores and agricultural product sales;
- (5) One single-family dwelling, including one noncommercial guest house;
- (6) Ceramics, fly-tying, gunsmithing and other handcrafts of a light manufacturing character when used in conjunction with a retail business and when conducted and confined within a building;
- (7) Retail or wholesale nursery and florists, including landscaping yards when accessory to a nursery operation;
- (8) Shopping centers;

- (9) Agricultural uses, but not including commercial hog, poultry or fish farms, stockyards or feedlots;
- (10) Mini-storage warehouses;
- (11) Heavy equipment and farm equipment rental, service and sales;
- (12) Kennels, provided the parcel is five acres or more in size;
- (13) Automobile sales;
- (14) Day care facilities and other employment center services;
- (15) Emergency shelters;
- (16) Transitional housing;
- (17) Supportive housing.  
(Ord. 467 § 54, 1984; Ord. 467-G § 6, 1990; Ord. 467-Q § 9, 1994; Ord. 467-V § 11, 1998; Ord. 467-W § 2, 1998; Ord. 467-AC § 14, 2003; Ord. 2014-002 § 3)

## § 18.34.040. Uses allowed by use permit.

Uses allowed by use permit in a C-T district shall be as follows:

- (1) Community festival or fair facilities;
- (2) Flea market or open air retail sales;
- (3) Recreational vehicle parks;
- (4) Multiple-family dwellings;
- (5) Kennels, (if the parcel is less than five acres in size) and animal hospitals, provided all activities are conducted and confined within an enclosed building;
- (6) Libraries, churches, schools, lodges, community centers, clinics, and other public services facilities;
- (7) Motel or hotel;
- (8) Theaters and auditoriums;
- (9) Public utility installations;
- (10) Public and private recreational facilities, including, but not limited to, golf courses, bowling alleys, racquetball clubs and roller rinks;
- (11) Retail lumber and building materials sales yards;
- (12) Welding shops and body shops;
- (13) Commercial storage yard;
- (14) Commercial woodlots;
- (15) Mobile home parks;
- (16) Contractors yards;
- (17) Automobile service stations and towing services, provided that all operations except the servicing with petroleum products, air and water be conducted and confined within an enclosed building.  
(Ord. 467 § 54, 1984; Ord. 467-G § 6, 1990; Ord. 467-Q § 10, 1994; Ord. 467-V § 12, 1998; Ord. 467-W § 3, 1998)

## § 18.34.050. Development standards.

- (1) Minimum building site area: none, except as required elsewhere in this code.
  - (2) Minimum front yard required: none, except as required by other regulations, and except that buildings, structures or edifices shall not be less than fifty feet from the centerline of any public roadway, unless approved pursuant to an approved design review.
  - (3) Minimum side yard required: none, except as required by other regulations, and except that buildings, structures or edifices shall not be less than fifty feet from the centerline of any public roadway, unless approved pursuant to an approved design review.
  - (4) Minimum rear yard required: fifteen feet, except that it shall be twenty-five feet when adjacent to R zones. This twenty-five-foot minimum shall be increased one foot for every foot over thirty-five feet of building height, unless approved pursuant to an approved design review.
  - (5) Building height limit: twenty-five feet, or up to forty-five feet, with an approval from the architectural review committee, pursuant to Chapter **18.118** of this title.
- (Ord. 467 § 54, 1984; Ord. 467-G § 6, 1990)

## § 18.34.060. Special provisions.

Special provisions in a C-T district shall be as follows:

- (1) For off-street parking, provisions of Chapter **18.104** of this title shall apply. All off-street parking areas shall be paved unless otherwise allowed by ordinance or in conjunction with an approved use permit;
  - (2) Any parking areas provided in a required front or side yard setback shall be separated from streets and adjacent property by a five-foot-minimum landscaped strip;
  - (3) In the case of a shopping center, the minimum landscaping required shall be five percent of the gross area of the site. For uncovered parking areas with sixteen or more spaces, the minimum landscaping required shall be one tree, within the parking area, of a species suited to the area climate zone for every eight parking spaces to provide shade and visual diversity. Additional landscaping may be required in areas abutting public roads on a case-by-case basis.
  - (4) Design review shall be required for all structures.
- (Ord. 467 § 54, 1984; Ord. 467-G § 6, 1990; Ord. 467-AC § 14, 2003)

# EXHIBIT A

## Petition Of Opposition

**Petition Title:** Opposition to Proposed Recycling Center at 472-445 Diamond Crest Road, Susanville, CA 96130

**Statement:** We, the undersigned residents and concerned neighbors, oppose the proposed recycling center at 472-445 Diamond Crest Road in Susanville, CA 96130. We believe this project may negatively impact our neighborhood through increased traffic, noise, environmental concerns, and potential effects on public health and safety. We respectfully request that Lassen County Planning Commission reconsider or deny approval of this proposed use permit #2026-001.

Please sign below to show your support:

#	Printed Name	Signature	Address (City, State)	Date
1	Dena Eastwood	<i>Dena Eastwood</i>	695-820 Gold Bend Rd	4/1/26
2	<del>ESSE EASTWOOD</del>	<i>[Signature]</i>	472-340 SANDRE LN.	4-2-26
3	Rebecca Fink	<i>[Signature]</i>	405-005 County Rd. A 3	4/4/26
4	Jandra Hagan	<i>[Signature]</i>	555 N. Fairheld Ave	4-4-26
5	Megan Griffith	<i>[Signature]</i>	700 Mill St. Susanville	4/5/26
6	Reece Ewing	<i>[Signature]</i>	472-150 Sharpe Lane Susanville	4/5/26
7	Karen Crowther	<i>[Signature]</i>	460-095 Ponderosa Blvd Susanville	4/6/26
8	MIKE SEANAN	<i>[Signature]</i>	473-000 JESSIE WAY, SUS CA	4/6/26
9	LAWILL POWERS, PIERS	<i>[Signature]</i>	P.O.B. 393 WESTWOOD CA	4/6/26
10	ROBERT C MOORE	<i>[Signature]</i>	449-505 MILFORD GARDEN	4/6-26
11	Richard L. Moore	<i>[Signature]</i>	449-505 Milford Garden Rd	4/6/26
12	Jill Rice	<i>[Signature]</i>	875 Plumas St 96130	4/6/26
13	Jill Rice	<i>[Signature]</i>	875 Plumas St 96130	4/6/26
14	Brynn Ewing	<i>[Signature]</i>	472-150 Sharpe Lane Susanville	4/6/26

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Please sign below to show your support:

#	Printed Name	Signature	Address (City, State)	Date
1	HELEN FINKS	<i>Helen Finks</i>	711-800 Leano Rd, Susanville, CA	3/27/26
2	LAURA J. ROBERTS	<i>Laura Roberts</i>	704-395 Richmond Rd, Susanville, CA	3/27/26
3	KATHIE F. GARNIER	<i>Kathie F. Garnier</i>	540 Wagon Wagon Ct, Susanville, CA	4/3/26
4	CARDY KENNEY	<i>Carolyn Kenney</i>	1318 Chandler Rd Quincy CA 95974	3/31/26
5	Katherine Kline	<i>Katherine Kline</i>	PO Box 1927 Quincy CA 95971	3/31/26
6	Virginia L Hicks	<i>Virginia L Hicks</i>	723-050 Alexander Ln Standis Heights	3/31/26
7	Marybeth Laguna	<i>Marybeth Laguna</i>	463-485 Main St. Susanville	4/1/26
8	Beverly Howe	<i>Beverly Howe</i>	PO Box 765 Susanville	4-1-26
9	Christophor Gutierrez	<i>Christophor Gutierrez</i>	471-220 Wagon Road, Susanville	4-1-26
10	Devoles Gallagher	<i>Devoles Gallagher</i>	471-220 Wagon Rd Susanville	4-1-26
11	Carol Asberry	<i>Carol Asberry</i>	516-0737 Wagon Rd. Susanville	4-2-26
12	Carol Bunch	<i>Carol Bunch</i>	191 Johnson Chester	4-2-26
13	GINGER OLSON	<i>Ginger Olson</i>	466-885 HOLMES RD. WENDEZ	4-2-26
14	RODNEY J. O'HERN	<i>Rodney O'Hern</i>	466-035 ELYSIAN VALLEY RD. JANEVILLE	4-2-26
15	Joan M. Berndt	<i>Joan M. Berndt</i>	466-035 Elysian Valley Rd, Jonesville, CA	4-2-26

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Please sign below to show your support:

#	Printed Name	Signature	Address (City, State)	Date
1	Vern Michael	<i>[Signature]</i>	704-990 Di Crest Susanville Ca.	3-30-26
2	Art Lawrence	<i>[Signature]</i>	471-615 Diamond Crest Susanville	3-30-26
3	Kim Michael	<i>[Signature]</i>	704-990 Di Crest Susanville	3-30-26
4	Brandi Buda	<i>[Signature]</i>	#B Susanville	3-31-26
5	Joe Villarsen	<i>[Signature]</i>	472-040 Diamond Crest Rd Susanville	3-30-26
6	Vicki Miller	<i>[Signature]</i>	471-980 Diamond Crest Rd	3-30-26
7	Mike Miller	<i>[Signature]</i>	471-980 Diamond Crest Rd	3-30-26
8	Drew Hensley	<i>[Signature]</i>	471-660 Diamond Crest Rd	3-30-26
9	Heather Horsley	<i>[Signature]</i>	471-660 Diamond Crest Rd Susanville	3-30-26
10	CHRIS BUFFHAM	<i>[Signature]</i>	472-255 DIAMOND CREST RD SUSANVILLE	4-2-26
11	Donna Buffham	<i>[Signature]</i>	472-255 Diamond Crest Rd Susanville	4-2-26
12	Felice Carroll	<i>[Signature]</i>	472-145 Diamond Crest Rd Susanville	4-2-26
13	Alvin Wiseman	<i>[Signature]</i>	472-145 Diamond Crest Rd Susanville	4-2-26
14	Cody Galines	<i>[Signature]</i>	704-790 Thornton Rd Susanville	4/2/26

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Please sign below to show your support:

#	Printed Name	Signature	Address (City, State)	Date
1	JESSICA SANDERSON	[Signature]	704-790 THORNTON RD	4-2-26
2	TRILLY SHANKLIN	[Signature]	472 SW DIMMICK CREST	4-2-26
3	LINDA SWANLAND	[Signature]	472 SW DIMMICK CREST	4-2-26
4	GARY TAYLOR	[Signature]	709-330 JOHNSVILLE RD	4-2-26
5	MATT DAUGHERTY	[Signature]	473-815 JOHNSTOWN RD	4/8/26
6	SM Michelle Deering	[Signature]	473-815 JOHNSTOWN RD	4/2/26
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Please sign below to show your support:

#	Printed Name	Signature	Address (City, State)	Date
1	Bill Sobal	<i>Bill Sobal</i>	471-620 Buckhorn Road Susanville CA	4/5/26
2	Pedro Sanchez	<i>Pedro Sanchez</i>	471-600 Diamond Rd	4/5/26
3	Larria Moody	<i>Larria Moody</i>	471-500 Buckhorn Rd Susanville CA	4/6/26
4	Brandon S. V. V. V.	<i>Brandon S. V. V. V.</i>	471-300 Buckhorn Rd Susanville, CA	4-5-26
5	Lewi Prater	<i>Lewi Prater</i>	471-100 Buckhorn Rd Susanville CA	4-5-26
6	Jordan Prater	<i>Jordan Prater</i>	471-105 BUCKHORN RD SUSANVILLE CA	4/5/26
7	Heber Camp	<i>Heber Camp</i>	471-445 Buckhorn Rd Susanville	4/5/26
8	Ray A. Castro	<i>Ray A. Castro</i>	471-025 Buckhorn Rd Susanville, CA	4/5/26
9	Deborah Castro	<i>Deborah Castro</i>	471-025 Buckhorn Rd Susanville	4/5/26
10	Carla Hilland	<i>Carla Hilland</i>	470-950 Buckhorn Rd Susanville	4/5/26
11	Garsett Prater	<i>Garsett Prater</i>	471-625 Diamond Crest Rd Susanville	4/5/26
12	Savanna Prater	<i>Savanna Prater</i>	471-625 Diamond Crest Rd Susanville	4/5/26
13	Eric Ewing	<i>Eric Ewing</i>	472-150 Sharp Ln Susanville CA	4/6/26
14	SHANNON EIBING	<i>Shannon Eibing</i>	472-150 SHARPE LN SUSANVILLE CA	4/6/26

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Please sign below to show your support:

#	Printed Name	Signature	Address (City, State)	Date
1	Ed Phillips	<i>[Signature]</i>	370 PARKER, SUSANVILLE, CA	3-27-26
2	Darin Neely	<i>[Signature]</i>	698-835 Gold Kn Rd	3-27-26
3	Ar Neely	<i>[Signature]</i>	705-360 Travis Lane	3-27-26
4	Ann Eastley	<i>[Signature]</i>	705-640 Travis Lane	3/27/26
5	Becky Neely	<i>[Signature]</i>	704-420 Richmond Rd	3/28/26
6	Paula Neely	<i>[Signature]</i>	704-420 Richmond Rd	3/29/26
7	Linda Perez	<i>[Signature]</i>	470-260 Circle Dr Susanville, Ca	3-4-1-26
8	Dave Parque	<i>[Signature]</i>	709-875 Rio Dosa Dr Susanville	4-2-26
9	Nancy Parque	<i>[Signature]</i>	709-875 Rio Dosa Dr Jamesville CA	4-2-26
10	AUSTIN MEBREAT	<i>[Signature]</i>	710-100 Rio Dosa Dr JAMESVILLE CA	4-2-26
11	John Mulleit	<i>[Signature]</i>	471-380 Sisk Tice Loop Susanville CA	4-7-26
12	Carmelita Callesari	<i>[Signature]</i>	698-510 Bauer Rd Susanville CA	4-2-26
13	Paula Stafford	<i>[Signature]</i>	840 Cherry Terrace Susanville CA	4-2-26
14	Kevin STAFFORD	<i>[Signature]</i>	840 CHERRY TERRACE	4-2-26

**Petition Of Opposition**

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Please sign below to show your support:







#	Printed Name	Signature	Address (City, State)	Date
1	Chelsea Lee	<i>Chelsea Lee</i>	472-300 Diamond Crest	3/28/26
2	Robert Lee	<i>Robert Lee</i>	SAME	3/28/26
3	Tom Miller	<i>Tom Miller</i>	472-370 Diamond Crest	3/28/26
4	Mike Goff	<i>Mike Goff</i>	704-905 Thornton Rd	3/28/26
5	Chick Swinney	<i>Chick Swinney</i>	704-975 Thornton Rd	3-28-2026
6	Justin Sells	<i>Justin Sells</i>	472-105 Diamond Crest Rd	3-28-2026
7	Jeffrey Lima	<i>Jeffrey Lima</i>	471-985 Diamond Crest Rd	3-28-2026
8	Garrett Harner	<i>Garrett Harner</i>	471-875 Diamond Crest Rd	3-28-26
9	Courtney Hanner	<i>Courtney Hanner</i>	471-875 Diamond Crest Rd	3-28-26
10	GENE PARKER	<i>Gene Parker</i>	471-735 DIAMOND CREST RD	3-28-26
11	Jo Neely	<i>Jo Neely</i>	701-790 Richmond Rd	3-28-26
12	Fam Neely	<i>Fam Neely</i>	704-420 Richmond Rd	3-28-26
13	Juan Jimenez	<i>Juan Jimenez</i>	472-250 Diamond Crest Rd	4-1-26
14	Dante Collegari	<i>Dante Collegari</i>	698-510 Bauer Road Susanville Ca	4-2-26

**Petition Of Opposition**

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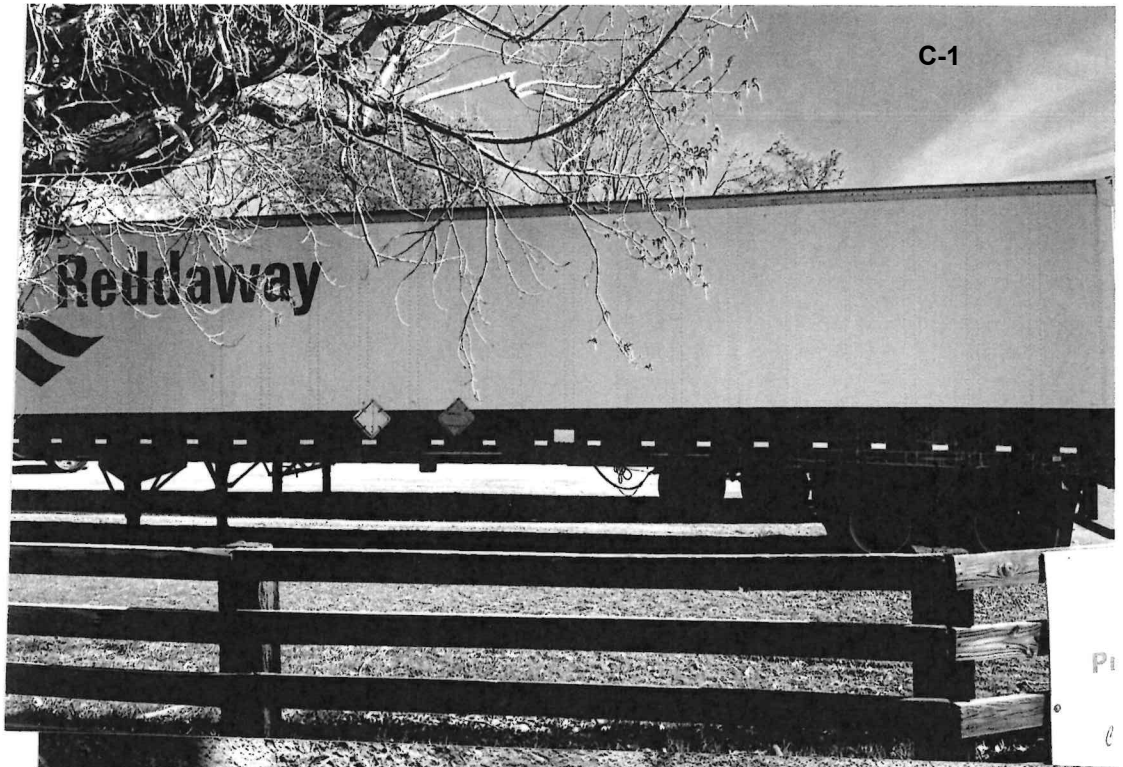
Please sign below to show your support:

#	Printed Name	Signature	Address (City, State)	Date
1	Caitlyn Gunderson		698-355 Gold Run Rd	3-30-26
2	Shannon Williams		7600 Plummes St.	3-30-26
3	Harvey Malloy		471810 Richmond Rd	3-30-26
4	WARREN GROSS		471-055 Back Horn	4-2-26
5	Jordan Gross		471-060 Back Horn	4-2-26
6	Amanda Buxton		470-890 Back Horn Rd	4-6-26
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EX: B







# EXHIBIT C

## Petition Of Opposition

**Petition Title:** Opposition to Proposed Recycling Center at 472-445 Diamond Crest Road, Susanville, CA 96130

**Statement:** We, the undersigned residents and concerned neighbors, oppose the proposed recycling center at 472-445 Diamond Crest Road in Susanville, CA 96130. We believe this project may negatively impact our neighborhood through increased traffic, noise, environmental concerns, and potential effects on public health and safety. We respectfully request that Lassen County Planning Commission reconsider or deny approval of this proposed use permit #2026-001.

Please sign below to show your support:

#	Printed Name	Signature	Address (City, State)	Date
1	Cheryl Kautzen	<i>[Signature]</i>	469-440 Lambert Ln, Standish CA	3/30/26
2	Tammie Vial	<i>[Signature]</i>	1045 Cameron Way Susanville	3/30/26
3	Andrew Weisner	<i>[Signature]</i>	704-350 Indians Rd. VANESVILLE CA	3/30/26
4	MATT Deforest	<i>[Signature]</i>	471-800 Bantley Dr Susanville	3/30/26
5	Gina Deforest	<i>[Signature]</i>	471-800 Bantley Dr Susanville	3-30-26
6	DAVID PARK	<i>[Signature]</i>	471-750 BANTLEY DR, SUSANVILLE	3-30-26
7	Peggy Deal	<i>[Signature]</i>	471-450 Bantley Dr Susanville	3/30/26
8	Lark Thompson	<i>[Signature]</i>	471-525 Bantley Dr Susanville	3/30/26
9	Teresa Staker	<i>[Signature]</i>	471-550 Bantley Dr Susanville	3/20/26
10	Doug Sykes	<i>[Signature]</i>	471-675 Bantley Dr Susanville	3-30-26
11	Arrian Landolt	<i>[Signature]</i>	471-700 Bantley Dr Susanville CA	3-30-26
12	Verbal Vial	<i>[Signature]</i>	472-440 Trade Rd Susanville	3/17/26
13	Jenny Wheeler	<i>[Signature]</i>	472-260 Sharpe Ln Susanville	4/7/2026
14	DAREN MUELLER	<i>[Signature]</i>	472-260 Sharpe Ln Susanville	4/7/2026

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Please sign below to show your support:

#	Printed Name	Signature	Address (City, State)	Date
1	Debbie Sturgeon	<i>[Handwritten Signature]</i>	848 Washo Ln.	3/28/24
2				
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# City of Susanville

(530) 252-5100 • 66 North Lassen Street • Susanville, CA 96130-3904

May 15, 2024

Vanessa Ingram  
Blue Water Recycling Corporation  
504 W. 12th St  
Alturas, CA 96101

Dear Ms. Ingram,

The city of Susanville is pleased to express our enthusiastic support for the innovative recycling project you are proposing. We recognize the potential benefits this project holds for our community and are eager to see its successful implementation in the Susanville area.

We understand that the proposed system will allow customers to conveniently pour all their California Redemption Value (CRV) materials into a chute, where the machine will sort, weigh, and print a receipt. This process will undoubtedly streamline recycling efforts, reduce errors and fraud, and ultimately save time for both customers and staff.

Moreover, your plan to offer bag drop locations and kiosk-style reverse vending machines across outlying areas promises to make recycling more accessible and efficient for residents who may currently find it cumbersome. We believe this approach will encourage more people to participate in recycling, thereby increasing the overall volume of recycled materials and reducing waste in our community.

The city of Susanville is particularly excited about the prospect of providing reliable and consistent CRV redemption services, which have been lacking in our area. The convenience of mobile pay and mailed check options for bag drop payments further demonstrates the thoughtful consideration given to customer needs and the enhancement of their recycling experience.

We are proud to support your grant application and look forward to seeing the positive impact this project will have on Susanville and the surrounding areas. Please consider this letter as a formal endorsement of your efforts to secure funding for the installation of these advanced recycling systems.

Sincerely,

Dan Newton  
City Manager

**Mendy Schuster**  
Mayor  
**Russ Brown**  
Mayor pro tem

**Councilmembers:**  
**Curtis Bortle**  
**Dawn Miller**  
**Patrick Parrish**



PO Box 338 | 1516 Main Street | Susanville, CA 96130 | 530-257-4323 | Fax: 530-251-2561  
www.lassencountychamber.org

February 21, 2024

Beverage Container Redemption Innovation Grant Program, RIG1, Cycle1

RE: Blue Water Recycling Grant Applications

To Whom It May Concern,

Lassen County Chamber of Commerce is pleased to write this letter of support for Blue Water Recycling in their application for the Beverage Container Redemption Innovation Grant Program, RIG1, Cycle1.

Lassen County currently does not have a recycling facility so this will be a great asset to our community. We fully support their goals and objectives for the improvements to the county of Lassen's recycling needs expansion and rehabilitation efforts. We support how they will utilize funding to better the community and accessibility for the citizens of Susanville, Westwood, Janesville, Standish, Herlong, Doyle and Bieber. We appreciate Bluewater recycling for looking for ways to improve and ensure the county of Lassen is doing all they can for all our communities.

We look forward to working with Bluewater recycling as they continue to expand and provide innovative ways for our community to recycle, reduce, and reuse in the future and will be available should they need any other support from organization with this needed endeavor.

Sincerely,

A handwritten signature in black ink, appearing to read "Kelly Ackley".

Kelly Ackley  
Executive Director  
Lassen County Chamber of Commerce



50 Grand Avenue  
Susanville, CA 96130

March 11, 2024

Beverage Container Redemption Innovation Grant Program, RIG1, Cycle1  
RE: Blue Water Recycling Grant Applications

To Whom It May Concern,

Susanville Supermarket is pleased to write this letter of support for Blue Water Recycling in their application for the Beverage Container Redemption Innovation Grant Program, RIG1, Cycle1.

With the passing of SB 1013, it is crucial to us, as a locally owned and operated supermarket, and other businesses in town that Lassen County has a fully operational recycling center available to the public. Currently the only recycling center in our area is on the verge of closing due to poor management. Citizens of this county have been looking for exactly what Bluewater recycling is trying to provide. We fully support their goals and objectives for the improvements to the county of Lassen's recycling needs expansion and rehabilitation efforts. We support how they will utilize funding to better the community and accessibility for the citizens of Susanville, Westwood, Janesville, Standish, Herlong, Doyle and Bieber. We appreciate Bluewater recycling for looking for ways to improve and ensure the county of Lassen is doing all they can for all our communities.

We look forward to working with Bluewater recycling as they continue to expand and provide innovative ways for our community to recycle, reduce, and reuse in the future and will be available should they need any other support from our organization with this needed endeavor.

Sincerely,

Jessica Miller  
President

Jessica Miller  
President  
Email. [ssmjessica5136@gmail.com](mailto:ssmjessica5136@gmail.com)

Tel. (530) 257-5136  
Fax. (530) 257-6387



# NOISE ASSESSMENT REPORT

Blue Water Recycling Facility

123 Diamond Crest Road  
Susanville, CA 96130

Prepared For:  
Blue Water Recycling Corp.

Prepared By:  
Recycletek

Date: 04/22/2026  
Noise Assessment



## 1. Executive Summary

This report presents an estimated environmental noise assessment for the proposed recycling processing facility located at 123 Diamond Crest Road, Susanville, CA.

Based on equipment specifications, site layout, and standard acoustic modeling, the estimated daytime 1-hour average sound level at the nearest property line (approximately 66 feet from the building) is:

- 58–60 dBA (doors closed)
- 63–65 dBA (doors open frequently)

The site is zoned C-T (Commercial), which allows a daytime noise limit of 75 dBA. The estimated noise levels are therefore approximately 10–17 dB below the applicable limit, indicating clear compliance with a substantial margin under typical operating conditions.

## 2. Project Description

The project consists of a recycling processing facility housed in an:

- 80 ft × 150 ft × 16 ft pre-engineered steel building
- Constructed with 26-gauge metal roof and wall panels

The facility will include:

- Glass blower (primary noise source)
- Conveyors
- Automation equipment
- Material handling systems
- Baler

Operations are expected to occur primarily during daytime hours (7:00 AM – 7:00 PM).

The nearest property line is approximately 66 feet from the building, as shown in the site plan.

## 3. Site Context

According to the site plan, the property consists of approximately 1.8 acres + 0.88 acres, with the proposed building centrally located within the parcel and surrounded by open space, driveway, and parking areas.



The nearest potential receptor is assumed to be located at or beyond the closest property boundary (~66 ft).

#### 4. Noise Sources and Assumptions

Primary Equipment (Measured / Manufacturer Data)

Glass Blower:

- Loading: ~103.8 dBA at source
- Crushing: ~108.1 dBA at source

Supporting Equipment (Typical Industry Values)

- Conveyors: 80–85 dBA
- Falling containers (impact noise): 85–90 dBA
- Automation Equipment: 70–75 dBA
- Baler: 90–95 dBA

Combined Indoor Noise

- Continuous operation: ~94–96 dBA
- Peak events: ~105–106 dBA

Assumptions

- Equipment is centrally located within the building
- Doors are typically closed during operation (baseline condition)
- Sound attenuation follows standard decay (~6 dB per doubling of distance)
- Building provides limited sound isolation (~20–25 dB)

#### 5. Noise Propagation

Sound propagates from the equipment through:

1. Roof (primary transmission path due to proximity and large surface area)
2. Metal wall panels
3. Openings (doors, vents, penetrations)



Because the equipment is located closer to the roof (5–10 ft) than to the walls (~30 ft), the roof is the dominant noise transmission pathway.

## 6. Estimated Noise Levels

At Building Exterior

- Typical operation: ~65–70 dBA
- Peak events: ~75–85 dBA (short duration)

At Nearest Property Line (66 ft)

1-Hour Average

Condition	Estimated Level
Normal operation (doors closed)	58–60 dBA
Noisier hour (more impacts)	60–63 dBA
Doors open frequently	63–65 dBA

Short Duration Peaks

- ~64–70 dBA possible

## 7. Regulatory Comparison

Lassen County Noise Limits (1-Hour Average)

Commercial (C-T) Zones:

- Day (7am–7pm): 75 dBA
- Evening: 70 dBA
- Night: 65 dBA

Compliance Assessment

- Estimated levels are well below the 75 dBA daytime limit
- The project maintains a substantial compliance margin (~10–17 dB)
- No exceedances are expected under normal operating conditions

NOISE ASSESSMENT REPORT - V1.0



## 8. Key Findings

- The glass blower and impact noise are the dominant sound sources
- The roof is the primary sound transmission path
- Distance (66 ft) provides significant attenuation
- Doors have a secondary influence compared to roof transmission
- Short-duration peaks do not materially affect the 1-hour average

## 9. Recommended Mitigation Measures (Not Needed)

### Priority Level 1 (Operational Best Practices)

- Keep roll-up doors closed during operation when feasible
- Seal building gaps and penetrations

### Priority Level 2

- Add roof insulation or acoustic liner
- Install interior sound-absorbing panels near equipment

### Priority Level 3

- Insulated roll-up doors (limited impact on overall site noise)

## 10. Conclusion

The proposed facility is expected to generate:

- ~58–60 dBA (typical daytime 1-hour average at property line)
- ~63–65 dBA (upper-bound daytime average)

### Overall

- The project is clearly compliant with Lassen County commercial (C-T) noise limits
- Noise levels remain well below the 75 dBA threshold
- The facility presents low regulatory risk from a noise standpoint



- Operational practices can further minimize perceptibility, but are not required for compliance

11. Disclaimer

This analysis is an engineering estimate based on:

- Manufacturer data
- Industry standard assumptions
- Site layout and geometry

Actual sound levels may vary based on:

- Equipment configuration
- Operating conditions
- Weather and terrain

