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## BOARD OF SUPERVISORS' MEETING May 9, 2023

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## County of Lassen

### Department of Planning and Building Services

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

**Maurice L. Anderson, 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

May 3, 2023

TO: Lassen County Board of Supervisors  
Agenda Date: May 9, 2023

Zoning & Building

Inspection Requests

Phone: 530 257-5263

FROM: Maurice L. Anderson, Director *MLA*  
Don Willis, County Surveyor *DW*

Environmental Health

Messages: 530 251-8528

email: EHE@co.lassen.ca.us

SUBJECT: Resolution to approve Parcel Map No. 2022-001 for the William and Crystal Harkness Family Trust, being a proposed division of land that is located in a portion of Section 20, Township 29 North, Range 14 East, Mount Diablo Base and Meridian, in the community of Standish, within Lassen County, California.

#### ACTION REQUESTED:

That the Board of Supervisors adopt a resolution approving Parcel Map No. 2022-001 for the William and Crystal Harkness Family Trust, with William Harkness and Crystal Harkness as Trustees. The proposed project is a minor land division that proposes to create a 1.07 acre parcel and an 8.60 acre parcel from an existing 9.67 acre parcel. The primary purpose of this is to separate an existing commercial building from an existing residence. The subject property is located along Standish Buntingville Road in Standish, California and is within a portion of Section 20, Township 29 North, Range 14 East, Mount Diablo Base and Meridian.

#### SUMMARY

On May 3, 2022, the Lassen County Planning Commission adopted Resolution No. 5-01-22 which conditionally approved Parcel Map Application No. 2022-001 for the William and Crystal Harkness Family Trust, subject to fourteen (14) conditions of approval.

The Lassen County Surveyor and the Secretary of the Planning Commission have determined that all fourteen (14) conditions of approval per said Resolution No. 5-01-22, for said Parcel Map Application No. 2022-001, have been met.

MLA:dw

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

RESOLUTION OF THE LASSEN COUNTY BOARD OF SUPERVISORS TO  
APPROVE PARCEL MAP NO. 2022-001, A PARCEL MAP FOR THE WILLIAM  
AND CRYSTAL HARKNESS FAMILY TRUST.

WHEREAS, William A. Harkness and Crystal M. Harkness, Trustees of the William and Crystal Harkness Family Trust, seek to subdivide a parcel of land owned by them that is located in a portion of Section 20, Township 29 North, Range 14 East, Mount Diablo Base and Meridian, in Lassen County, California, and to this end have submitted an application for approval of Tentative Parcel Map No. 2022-001 to the Lassen County Department of Planning and Building Services; and

WHEREAS, the Environmental Review Officer of the County of Lassen has determined that the project is not subject to further environmental review under the requirements of the California Environmental Quality Act pursuant to Section 15183 of the Guidelines; and

WHEREAS, Tentative Parcel Map No. 2022-001 was conditionally approved by the Lassen County Planning Commission on May 3, 2022 by Resolution No. 5-01-22; and

WHEREAS, said Planning Commission Resolution No. 5-01-22 required fourteen (14) conditions of approval for the subdivision of this property and the recording of Parcel Map No. 2022-001; and

WHEREAS, all fourteen (14) conditions established by said Planning Commission Resolution No. 5-01-22 for the subdivision of this property and the approval and recording of Parcel Map No. 2022-001 have been acceptably met by the applicants.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The foregoing recitals are true and correct.
2. The Lassen County Board of Supervisors concurs with the findings of Lassen County Planning Commission Resolution No. 5-01-22.
3. The Lassen County Board of Supervisors hereby approves Parcel Map No. 2022-001, a Parcel Map for the William and Crystal Harkness Family Trust.
4. The Lassen County Board of Supervisors hereby approves the recording of said Parcel Map No. 2022-001, a Parcel Map for the William and Crystal Harkness Family Trust, in the Office of the Lassen County Recorder.

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

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 25th day of April, 2023 by the following vote:

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

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

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

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

\_\_\_\_\_  
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 the Board of Supervisors, County of Lassen, do hereby certify that the foregoing resolution was adopted by the said Board of Supervisors at a regular meeting thereof held on the 25th day of April, 2023.

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

# SURVEYOR'S STATEMENT

This map was prepared by me or under my direction and is based upon a field survey in conformance with the requirements of the Subdivision Map Act and local ordinance at the request of William Harkness & Crystal Harkness, in October 2022.

I hereby state that this parcel map substantially conforms to the approved Tentative Map, and all monuments are of the character and occupy the positions shown on the map and are sufficient to enable this survey to be retraced.

Don E. Willis Date: 3/14/23  
Vernon H. Templeton, L.S. 4647



# COUNTY SURVEYOR'S STATEMENT

I, Don E. Willis, hereby state that I examined this Parcel Map and that the subdivision shown hereon is substantially the same as it appeared on the tentative map and any approved alterations thereof, I further state that this Parcel Map complies with all provisions of Chapter 2 of the California Subdivision Map Act, as amended, and all applicable ordinances of Lassen County, applicable at the time of approval of the tentative map and I am satisfied this map is technically correct.

Don E. Willis Date: 3-24-23  
Don E. Willis, L.S. 7742  
Lassen County Surveyor



# COUNTY PLANNING COMMISSION CERTIFICATE

I, Maurice L. Anderson, Secretary of the Lassen County Planning Commission, hereby certify that Tentative Parcel Map 2022-001 was approved by the Lassen County Planning Commission, on May 3, 2022 and that the final Parcel Map complies with the conditions of said Tentative Parcel Map approval.

Maurice L. Anderson Date: 5-24-23  
Maurice L. Anderson, Secretary

# SUPERVISOR'S CERTIFICATE

The Lassen County Board of Supervisors approved this Parcel Map for William Harkness & Crystal Harkness, this \_\_\_ day of \_\_\_, 2023, per Lassen County Ordinance No. 2022-12.

Chairman, Board of Supervisors  
Date: \_\_\_\_\_

# COUNTY RECORDER'S STATEMENT

Filed this \_\_\_ day of \_\_\_, 2023 at \_\_\_ m. in Book \_\_\_ of Maps at Pages \_\_\_ at the request of Vernon H. Templeton, Fee : \$ 85.00

Julie Bustamante, Lassen County Recorder

# OWNER'S STATEMENT

We, William A. Harkness & Crystal M. Harkness, Trustees of the William & Crystal Harkness Family Trust created under Declaration of Trust dated May, 22, 2017, hereby certify as follows:

1. We are all the parties having any record title interest in the real property subdivided by this map, within the meaning of paragraphs 66436 and 66445 of the Government Code of California.
2. We and each of us do hereby consent to the preparation and recordation of this map.

William A. Harkness, Trustee  
Crystal M. Harkness, Trustee

# NOTARY ACKNOWLEDGEMENT

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

STATE OF CA )  
COUNTY OF Lassen ) SS  
On 3/15/23 before me, PHILIP A. HARKNESS, a Notary Public in and for said State, appeared, William A. Harkness and Crystal M. Harkness who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledge to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal  
PHILIP A. HARKNESS Comm. #241103  
Lassen County  
My Comm. Exp. Aug 6, 2026

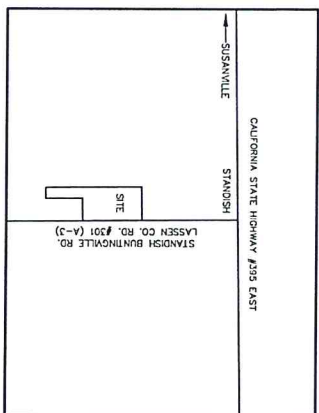
# NOTARY ACKNOWLEDGEMENT

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

STATE OF California )  
COUNTY OF Lassen ) SS  
On 3-15-2023 before me, LAUREN C. GRIFFIN, a Notary Public in and for said State, appeared, LAUREN C. GRIFFIN who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledge to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.  
LAUREN C. GRIFFIN Comm. #228160  
Lassen County  
My Comm. Exp. July 6, 2023



# COUNTY TAX COLLECTOR'S CERTIFICATE

I, Nancy Cardenas, Tax Collector of Lassen County, certify that there are no tax liens against APN 119-270-064 as hereon set forth, or any unpaid State, County, Municipal, or Local taxes, or special assessments collected as taxes, except taxes which are a lien but not yet due or payable. I estimate the latter to be in an amount not to exceed \$ 3,182.27 if recorded by December 31, 2023.

Nancy Cardenas Date: 3/17/23  
Nancy Cardenas, Lassen County Tax Collector

# TRUSTEE'S STATEMENT

1. Nancy Cardenas, Tax Collector of Lassen County, certify that there are no tax liens against APN 119-270-064 as hereon set forth.
2. Dated June 29, 2013, Instrument Number 2013-02863
2. Dated November 6, 2018, Instrument Number 2018-04516

Recorded in the Official Records of the Clerk/Recorder of Lassen County, does hereby consent to the preparation and recordation of this map.

# THE WILLIAM & CRYSTAL HARKNESS

# FAMILY TRUST

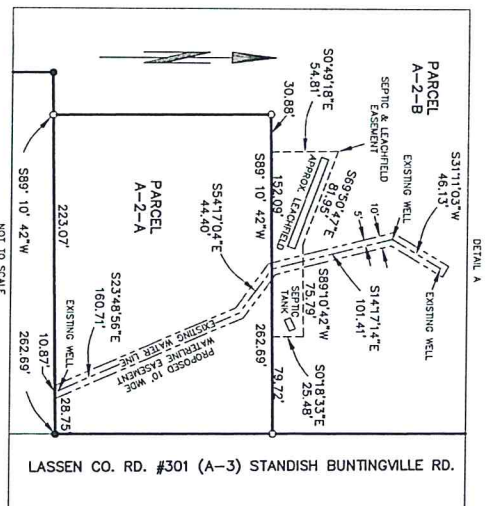
# PARCEL MAP

P/N #2022-001  
IN SECTION 20, T.29N., R.14E., M.D.B. & M.  
LASSEN COUNTY, CALIFORNIA  
SCALE : 1" = 100'  
NST Engineering, Inc.  
3500 S. Highway 99  
Ste 200  
Susanville, CA 96150  
(530) 257-5179  
2022-125

OCTOBER 2022

SHEET 1 OF 2





BOOK 45 MAPS, PAGE

RESOLUTION NO. 5-01-22

RESOLUTION OF THE LASSEN COUNTY PLANNING COMMISSION APPROVING  
PARCEL MAP APPLICATION #2022-001, HARKNESS; APN 119-270-064

WHEREAS, the Planning Commission of Lassen County, after due notice, and a public hearing conducted May 3, 2022, has considered Parcel Map Application #2022-001, Harkness, proposing to divide a 9.68-acre parcel into a 1.07-acre parcel and an 8.61-acre parcel; and

WHEREAS, the Environmental Review Officer has determined that the proposed parcel map application is not subject to further environmental review under the California Environmental Quality Act pursuant to Section 15183 of the Guidelines.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The foregoing recitals are true and correct.
2. The Planning Commission finds that the proposed parcel map application is consistent with the *Lassen County General Plan, 2000*, and the *Standish-Litchfield Area Plan, 1986*, and that the proposed parcels are consistent with permissible parcel sizes and uses under the C-T-D zoning district.
3. The Planning Commission hereby concurs with the Environmental Review Officer that the proposed parcel map is not subject to further environmental review under the California Environmental Quality Act pursuant to Section 15183 of the Guidelines.
4. The Planning Commission hereby adopts the Technical Advisory Committee's recommended findings attached with the staff report for PM #2022-001, Harkness.
5. The Planning Commission hereby approves Parcel Map #2022-001, Harkness, subject to the conditions set forth in Exhibit "A" attached hereto.

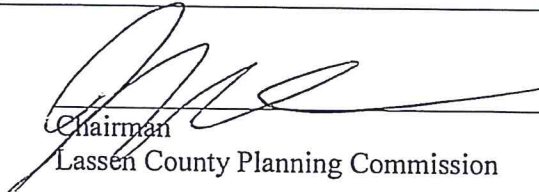
PASSED AND ADOPTED at a regular meeting of the Planning Commission of the County of Lassen, State of California, on the 3<sup>rd</sup> day of May, 2022, by the following vote:

AYES: Commissioners Solomon, Ingram, Clark and Shaw

NOES: None

ABSTAIN: None

ABSENT: None

  
Chairman  
Lassen County Planning Commission

ATTEST:


  
Maurice L. Anderson, Secretary  
Lassen County Planning Commission



EXHIBIT "A"  
RECOMMENDED CONDITIONS OF APPROVAL  
PARCEL MAP #2022-001, HARKNESS

1. The final map for Parcel Map No. 2022-001 shall meet all provisions of Title 16 Subdivisions, as determined by the Lassen County Surveyor and the Lassen County Planning Commission.
2. Prior to recordation of the parcel map, the applicants must record an easement granting the commercial shop on resultant Parcel A-2-A, access to the associated well and septic system located on resultant Parcel A-2-B. Alternatively, a well and septic system can be constructed and inspected on resultant Parcel A-2-A to serve the commercial shop.
3. Prior to recordation of the parcel map, the applicants must obtain written confirmation from the Lassen County Fire Warden that the proposed parcel map meets all requirements of Lassen County Code Chapter 9.16, or otherwise obtain an exception from the Fire Warden.
4. Multiple access shall be required, unless a recommendation otherwise is made by the county fire warden or the responsible fire protection agency, and approved by the county, prior to recordation of the final map for Parcel Map No. 2022-001, based on one or more of the findings listed in Lassen County Code Section 9.16.190.
5. A note shall be recorded on the final map for Parcel Map No. 2022-001 requiring that in the event any archeological or cultural resources are discovered during construction or any ground disturbing activities, such work is to be halted in the immediate are of the discovery until a qualified archeologist, retained at the project proponent's expense, is consulted to assess the find's significance and recommend appropriate mitigation measures, which the project proponent shall implement to reduce potentially significant impacts to identified cultural resources to a less than significant level.
6. Owners, owner's agent(s) or applicants shall satisfy and the project shall meet all applicable requirements provided by law.
7. The parcel shall be subdivided as shown on the tentative parcel map submitted on January 25, 2022, for Parcel Map No. 2022-001.
8. Owners shall cause a field survey of the property shown on the tentative parcel map submitted for Parcel Map No. 2022-001 to be completed in accordance with Section 66448 of the Subdivision Map Act and Section 16.20.160 of the Lassen County Code.
9. In accordance with Section 66411.1 of the Subdivision Map Act, if the applicant requests a deferral for the construction of any on or off-site improvements required by the conditional approval of the tentative parcel map submitted for Parcel Map No. 2022-001,

the parcel map shall contain a note stating the construction of improvements required by the conditional approval of the tentative parcel map submitted for Parcel Map No. 2022-001 shall be completed before any permit or other grant of approval for development of the parcels shown on the parcel map is approved and/or issued.

10. Owners, owner's agent(s) or applicants shall provide information and/or required documentation to demonstrate the project meets all applicable requirements established by the Subdivision Map Act and Lassen County Code. The applicant shall also provide documentation required to demonstrate that all conditions of approval for Parcel Map No. 2022-001 have been satisfied or fulfilled.
11. Owners, owner's agent(s) or applicants shall submit a preliminary copy of the parcel map meeting the requirements of Article 3, Parcel Maps, Sections 66444-66450 of the Subdivision Map Act and Lassen County Code, Chapter 16.20, Sections 16.20.170 and 16.20.180, to the Lassen County Surveyor for review and approval. The parcel map shall reference and show all easements of record, or any created or offered for dedication, including those shown on the tentative parcel map for Parcel Map No. 2022-001, which affect the parcel being subdivided or those being created. This review submittal shall also include the following:
  - a. A current Condition of Title report for the property shown on the tentative parcel map submitted for Parcel Map No. 2022-001.
  - b. All information required by Lassen County Code, Chapter 16.20, Sections 16.20.180 and 16.20.190.
  - c. An index of specific recorded survey maps (i.e. Records of Surveys, parcel maps, subdivision maps, GLO maps and field notes) used to prepare the parcel map.
  - d. Copies of other maps, documents and data used to prepare the parcel map if unavailable in the Lassen County Surveyor's Office.
  - e. All fees required for this review.
12. After the parcel map, including its form and content, have been determined to be acceptable by the County Surveyor, in accordance with Lassen County Code, Section 16.20.200, and all conditions of the conditional approval of the tentative parcel map submitted for Parcel Map No. 2022-001 have been acceptably met, the owners, owner's agent(s) or applicants shall submit an original mylar of the parcel map, corrected to its approved final form and signed by all parties required to execute the certificates on the map, to the County Surveyor for recording in the office of the Lassen County Recorder in accordance with Lassen County Code, Sections 16.20.210 and 16.20.220. This submittal of the parcel map shall also include any documents which are required to be recorded concurrently with the parcel map. A Parcel Map Guarantee shall also be submitted along with the appropriate fees necessary to the record the parcel map and any related documents.

13. If there are any Deeds of Trust on the property, either the Trustee or the Beneficiary shall sign a certificate statement on the parcel map approving of the subdivision and the recording of the parcel map in accordance with Section 66445(e) of the Subdivision Map Act and Section 16.20.180(3)(A)(B) of the Lassen County Code.
14. Prior to recordation of Parcel Map No. 2022-001, evidence shall be provided to the Lassen County Surveyor's Office which demonstrates that the Lassen County Tax Collector is satisfied that all current and delinquent property taxes have been paid, including funds deposited that are equivalent to all estimated taxes which have become a lien not yet due or payable, for all parcels involved in the proposed land division.