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AGENDA  
LASSEN COUNTY PLANNING COMMISSION  
\*SPECIAL SESSION\*  
BOARD CHAMBERS, 707 NEVADA STREET  
SUSANVILLE, CA 96130  
OCTOBER 17, 2018

1:10 p.m.      Convene in Special Session  
                    Flag Salute  
                    Roll Call  
                    Matters Initiated by the General Public

**APPEAL OF THE TECHNICAL ADVISORY COMMITTEE'S DECISION TO DIRECT RECORDATION OF NOTICE OF VIOLATION NO. 2018-003, SOUTHWEST SEA LAND LLC/KENNETH WEMMER.** The Lassen County Planning Commission will receive and consider evidence to determine if a Notice of Violation should be recorded for a 38.88 acre parcel of land located approximately seventeen miles southwesterly of the community of Termo, California. The Technical Advisory Committee directed the recordation of said Notice of Violation No. 2018-003 at its meeting held on September 6, 2018. The property owner, Southwest Sea Land LLC, and vendee, Kenneth Wemmer, have appealed the decision of the Technical Advisory Committee. The subject property is located in the Northwest one-quarter of the Northwest one-quarter (NW1/4 NW1/4) of Section 17, Township 34 North, Range 11 East, Mount Diablo Base and Meridian. The current Zoning of the subject parcel is U-C-2 (Upland Conservation/Resource Management District) and is designated "Extensive Agriculture" by the *Lassen County General Plan, 2000*. A Notice of Violation will be recorded if the Planning Commission upholds the decision of the Technical Advisory Committee which found that the subject parcel was created in violation of the California Subdivision Map Act. Assessor's Parcel Number: 053-070-16. Staff Contact: Don Willis, P.L.S., Lassen County Surveyor.

**ADJOURN**

Certain actions of the Commission are appealable to the Board of Supervisors. The appeal period is ten days from the date of the Commission's action. For specific information on appeals, please contact the Lassen County Planning and Building Services Department at 530-251-8269.

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LASSEN COUNTY  
TECHNICAL ADVISORY COMMITTEE AGENDA  
SECOND FLOOR CONFERENCE ROOM  
707 NEVADA STREET  
SUSANVILLE, CA 96130  
THURSDAY NOVEMBER 1, 2018

9:00 a.m. Convene in Regular Session  
Matters Initiated by the General Public

**NOTICE OF INTENT TO RECORD NOTICE OF VIOLATION NO. 2018-004, HAROLD EUGENE AULT.** The Lassen County Technical Advisory Committee will receive and consider evidence to determine if a Notice of Violation should be recorded for a five acre parcel of land located approximately ten miles southeasterly of the community of Bieber, California. The subject property is located in a portion of the Southwest one-quarter of Section 32, Township 38 North, Range 9 East, Mount Diablo Base and Meridian. The current Zoning of the subject parcel is U-C-2 (Upland Conservation/Resource Management District) and is designated "Extensive Agriculture" by the *Lassen County General Plan, 2000*. A Notice of Violation will be recorded if the Technical Advisory Committee determines that the subject parcel was created in violation of the California Subdivision Map Act. Assessor's Parcel Number: 003-150-36. Staff Contact: Don Willis, P.L.S., Lassen County Surveyor.

**NOTICE OF INTENT TO RECORD NOTICE OF VIOLATION NO. 2018-005, LANCO ENTERPRISES INC.** The Lassen County Technical Advisory Committee will receive and consider evidence to determine if a Notice of Violation should be recorded for a five acre parcel of land located approximately ten miles southeasterly of the community of Bieber, California. The subject property is located in a portion of the Southwest one-quarter of Section 32, Township 38 North, Range 9 East, Mount Diablo Base and Meridian. The current Zoning of the subject parcel is U-C-2 (Upland Conservation/Resource Management District) and is designated "Extensive Agriculture" by the *Lassen County General Plan, 2000*. A Notice of Violation will be recorded if the Technical Advisory Committee determines that the subject parcel was created in violation of the California Subdivision Map Act. Assessor's Parcel Number: 003-150-37. Staff Contact: Don Willis, P.L.S., Lassen County Surveyor.

**NOTICE OF INTENT TO RECORD NOTICE OF VIOLATION NO. 2018-006, THOMAS A. GLENN, III.** The Lassen County Technical Advisory Committee will receive and consider evidence to determine if a Notice of Violation should be recorded for a twenty five acre parcel of land located approximately eight miles southeasterly of the community of Wendel, California. The subject property is located in a portion of the Southwest one-quarter of Section 21, Township 28 North, Range 17 East, Mount Diablo Base and Meridian. The current Zoning of the subject parcel is U-C-P-S (Upland Conservation, Public Safety Combining District) and is designated "Extensive Agriculture/Public Safety" by the *Lassen County General Plan, 2000*. A Notice of Violation will be recorded if the Technical Advisory Committee determines that the subject parcel was created in violation of the California Subdivision Map Act. Assessor's Parcel Number: 133-090-14. Staff Contact: Don Willis, P.L.S., Lassen County Surveyor.

**NOTICE OF INTENT TO RECORD NOTICE OF VIOLATION NO. 2018-007, WENDY LYNN BAYLES.** The Lassen County Technical Advisory Committee will receive and consider evidence to determine if a Notice of Violation should be recorded for a fifteen acre parcel of land located approximately eight miles southeasterly of the community of Wendel, California. The subject property is located in a portion of the Southwest one-quarter of Section 21, Township 28 North, Range 17 East, Mount Diablo Base and Meridian. The current Zoning of the subject parcel is U-C-P-S (Upland Conservation, Public Safety Combining District) and is designated "Extensive Agriculture/Public Safety"

by the *Lassen County General Plan, 2000*. A Notice of Violation will be recorded if the Technical Advisory Committee determines that the subject parcel was created in violation of the California Subdivision Map Act. Assessor's Parcel Number: 133-090-23. Staff Contact: Don Willis, P.L.S., Lassen County Surveyor.

**LOT LINE ADJUSTMENT #2018-004, CM COTTAGES LLC & NEUHARDT FAMILY TRUST.**

The applicants are proposing a lot line adjustment between two parcels. Currently, Parcel A is 3.231 acres and Parcel B is 7.230 acres. If the lot line adjustment were approved, proposed Parcel A would be 3.631 acres and Parcel B would be 6.83 acres. Parcel A is zoned C-T-F (Town Service Floodplain Combining District) with a land use designation of "Town Service" pursuant to the *Lassen County General Plan, 2000*. Parcel B is zoned E-A/P-S-A (Exclusive Agricultural, Public Safety Airport Combining District) and has a land use designation of "Intensive Agriculture" pursuant to the *Lassen County General Plan, 2000*. The subject parcels are located on Johnstonville Road approximately 0.4 mile northwest of U.S. Highway 395 North in Johnstonville CA, 96130. APN(s): 116-100-08, 116-100-07. Staff Contact: Kelly Mumper, Associate Planner.

Distribution:		Agendas Only:	
County Planning & Building Services	County Fire Warden's Office	Applicants/Agents	BOS
County Environmental Health Dept.	County Assessor's Office	County Clerk	County Counsel
County Road Dept.	County Surveyor	Treasurer/Tax Collector	Post
CAO			

Lassen County Planning and Building Services 530-251-8269

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LASSEN COUNTY  
ARCHITECTURAL REVIEW COMMITTEE AGENDA  
707 NEVADA STREET CONFERENCE ROOM  
SUSANVILLE, CA 96130  
October 16, 2018

10:00 a.m. Convene in Special Session  
Matters Initiated by the General Public

**DESIGN REVIEW #2018-022, Garry Powles.** The applicant is proposing a 414-square-foot accessory building that deviates from the roof overhang requirements of Lassen County Code § 18.108.235. The applicant is proposing 4" gabled ends and eaves. Whereas, 12" gabled ends and eaves are otherwise required. Deviations from these requirements may be allowed upon approval by the Architectural Review Committee through the Design Review process. The project site is zoned A-2-B-4 (Agricultural Residential District, 4 Acre Building Site Combining District) and its land use designation is "Rural Residential" in the *Janesville Planning Area, 1993*, and the *Lassen County General Plan, 2000*. The project site is located approximately one mile northwest of the intersection of Sunnyside Road and Standish-Buntingville Road at 465-890 Lindblom Lane, Janesville, CA 96114. APN: 129-430-73. Staff Contact: Kelly Mumper, Associate Planner.

**DESIGN REVIEW #2018-023, Andrew Esparza.** The applicant is proposing a 1,008-square-foot accessory building that deviates from the roof overhang requirements of Lassen County Code § 18.108.235. The applicant is proposing 0" gabled ends and 3" eaves. Whereas, 12" gabled ends and eaves are otherwise required. Deviations from these requirements may be allowed upon approval by the Architectural Review Committee through the Design Review process. The project site is zoned A-2-B-4 (Agricultural Residential District, 4 Acre Building Site Combining District) and its land use designation is "Rural Residential" in the *Janesville Planning Area, 1993*, and the *Lassen County General Plan, 2000*. The project site is located approximately 1 mile southwest of Highway 395 at 708-620 Pine Street, Janesville, CA 96114. APN: 129-060-26. Staff Contact: Kelly Mumper, Associate Planner.

Committee Members: Planning Director  
Building Official  
Planning Commissioner

Agenda Only: County Counsel  
County Clerk  
County Administrative Officer  
Board of Supervisors  
County Times  
Applicant

Lassen County Planning and Building Services (530) 251-8269

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## **2018 ETHICS TRAINING**

### **LASSEN LAFCO**

**Ethics Training (AB 1234) designed for Special District and Local Government Boards and Staff within Lassen County**

**WHEN:** Friday, November 9th, 2018: 10:00 am until 12:00 noon

**WHERE:** Susanville City Hall Council Chambers, 66 North Street, Susanville CA

**COST:** This training is sponsored by Best Best and Krieger, LLP and Lassen LAFCO with the assistance of Gwenna MacDonald, City Clerk and Regina Schaap, Personnel Analyst for Lassen County at no cost to local agencies.

It is the goal of the Lassen Local Agency Formation Commission (LAFCO) to sponsor training for special districts and agencies within Lassen County.

The session will cover the Brown Act, the Public Records Act, conflicts of interest, and general ethics principles, and will satisfy your AB 1234 training requirements for this year. Josh Nelson of Best Best and Kreiger will be providing the training.

There is no need to RSVP. We will look forward to seeing you. Certificates will be mailed after the training for those that attend. If you have any questions please do not hesitate to email John Benoit, LAFCo Executive Officer at [lafco@co.lassen.ca.us](mailto:lafco@co.lassen.ca.us)

Please see the attached Memo from Josh Nelson of Best Best and Krieger, LLP for more information.

**BEST BEST & KRIEGER**

ATTORNEYS AT LAW

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Joshua Nelson  
(916) 325-4000  
Joshua.Nelson@bbklaw.com

**TO:** LASSEN COUNTY PUBLIC AGENCIES AND OFFICIALS  
**FROM:** BEST BEST & KRIEGER LLP  
**RE:** AB 1234 MANDATORY ETHICS TRAINING REQUIREMENTS

Local elected officials and some public agency employees in California are required to receive at least two hours of training, every two years, in general ethics principles and ethics laws relevant to their public service. (This is sometimes known as AB 1234 training.) For most affected officials and employees, 2018 is a year in which this training is required.

Although this training can be completed online, we have found that receiving the training from a live presenter is helpful, because it allows officials and employees to ask questions and hear the questions and experiences shared by other people. Because we recognize the financial strains currently affecting many public agencies, we would like to invite the officials and employees from every public agency in Lassen County to attend a completely free ethics training session, to be conducted on Friday, November 9th, 2018. The training session will be conducted at the Susanville City Hall Council Chambers, Susanville, CA from 10:00 AM until 12:00 noon. The session will cover the Brown Act, the Public Records Act, conflicts of interest, and general ethics principles, and will satisfy your training requirements for this year. Along with the training, we will also provide certificates of participation, all free of charge.

Our firm acts as city attorneys for more than 40 cities in California, general counsel or special counsel for more than 60 special districts, and we have conducted dozens of ethics training sessions, so we should be able to answer most questions you have during the training session.

This training is being offered jointly by Lassen LAFCo, and by our firm. No RSVP is necessary. You may also contact me at (916) 325-4000 with any questions, and we will look forward to seeing you.

Josh Nelson  
for BEST BEST & KRIEGER LLP  
Public Policy & Ethics Group

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**CITY OF SUSANVILLE**  
**66 North Lassen Street ♦ Susanville CA**  
**Kevin Stafford, Mayor**

**Joseph Franco, Mayor pro tem**  
**Brian Moore \* Mendy Schuster \* Brian R. Wilson**

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SUSANVILLE COMMUNITY DEVELOPMENT AGENCY    SUSANVILLE MUNICIPAL ENERGY CORPORATION  
SUSANVILLE PUBLIC FINANCING AUTHORITY

**Susanville City Council**  
**Regular Meeting ♦ City Council Chambers**  
**October 17, 2018 – 6:00 p.m.**

*Call meeting to order*

*Roll call of Councilmembers present*

*Next Resolution No. 18-5585*

*Next Ordinance No. 18-1014*

- 1    **APPROVAL OF AGENDA:** (Additions and/or Deletions)
- 2    **PUBLIC COMMENT REGARDING CLOSED SESSION ITEMS** (if any): Any person may address the Council at this time upon any subject for discussion during Closed Session.
- 3    **CLOSED SESSION:**
  - A    CONFERENCE WITH LABOR NEGOTIATORS - pursuant to Government Code Section §54957.6  
Agency Negotiator:        Dan Newton  
Bargaining Unit:            1. Administrative  
   2. Public Works
  - B    PUBLIC EMPLOYMENT – Pursuant to Government Code Section §54757
    - 1    City Administrator
    - 2    Police Chief
    - 3    Administrative Staff Assistant
  - C    CONFERENCE WITH LEGAL COUNSEL – anticipated litigation pursuant to Government Code Section 56956.9: (one case)
- 4    **RETURN TO OPEN SESSION:** (recess if necessary)
  - *Reconvene in open session at 7:00 p.m.*
  - *Pledge of allegiance*
  - *Report any changes to agenda*
  - *Report any action out of Closed Session*
  - *Moment of Silence or Thought for the Day: Jessica Ryan*
  - *Proclamations, awards or presentations by the City Council:*
- 5    **BUSINESS FROM THE FLOOR:**

Any person may address the Council at this time upon any subject on the agenda or not on the agenda within the jurisdiction of the City Council. However, comments on items on the agenda may be reserved until the item is discussed and any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent meeting. Presentations are subject to a five-minute limit.

6 **CONSENT CALENDAR:**

All matters listed under the Consent Calendar are considered to be routine by the City Council. There will be no separate discussion on these items. Any member of the public or the City Council may request removal of an item from the Consent Calendar to be considered separately.

- A Approve minutes from the City Council's September 19 and October 3, 2018 meetings
- B Approve **Resolution No. 18-5577** approving and authorizing Mayor to execute MOU with the Miscellaneous Bargaining Unit
- C Approve **Resolution No. 18-5578** approving and authorizing Mayor to execute MOU with the Public Works Bargaining Unit
- D Approve **Resolution No. 18-5583** finding that no amendments to the City of Susanville Conflict of Interest Code are necessary
- E Approve **Resolution No. 18-5584** approving and authorizing Mayor to submit Grand Jury response letter

7 **PUBLIC HEARINGS:**

- A Consider approval of **Resolution No. 18-5581** accepting 2017-2018 Annual Report of Development/Mitigation Fees

8 **COUNCIL DISCUSSION/ANNOUNCEMENTS:**

Commission/Committee Reports:

9 **NEW BUSINESS:**

- A Consider approval of vendor warrants numbered 202159 through 202358 for a total of \$1,193,464.12 including \$144,328.10 in payroll warrants
- B Consider approval of **Resolution No. 18-5579** authorizing the ball field located at Memorial Park to be named "Frank Ernaga Ball Field at Memorial Park"
- C Consider approval of **Resolution No. 18-5580** approving the closure of Main Street on November 11, 2018 for the annual Veterans Parade

10 **SUSANVILLE COMMUNITY DEVELOPMENT AGENCY:** No business.

11 **SUSANVILLE MUNICIPAL ENERGY CORPORATION:** No business.

12 **CONTINUING BUSINESS:** No business.

13 **CITY ADMINISTRATOR'S REPORTS:**

- A Administrative Services Department Update

14 **COUNCIL ITEMS:**

- A AB1234 travel reports:



15

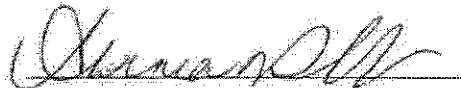
**ADJOURNMENT:**

- *The next regular City Council meeting will be held on November 7, 2018 at 6:00 p.m.*

*Reports and documents relating to each agenda item are on file in the Office of the City Clerk and are available for public inspection during normal business hours and at the meeting. These reports and documents are also available at the City's website [www.cityofsusanville.org](http://www.cityofsusanville.org), unless there were systems problems posting to the website.*

*Accessibility: An interpreter for the hearing-impaired may be made available upon request to the City Clerk seventy-two hours prior to a meeting. A reader for the vision-impaired for purposes of reviewing the agenda may be made available upon request to the City Clerk. The location of this meeting is wheelchair-accessible.*

I, Gwenna MacDonald, certify that I caused to be posted notice of the regular meeting scheduled for October 17, 2018 in the areas designated on October 12, 2018.

  
Gwenna MacDonald, City Clerk