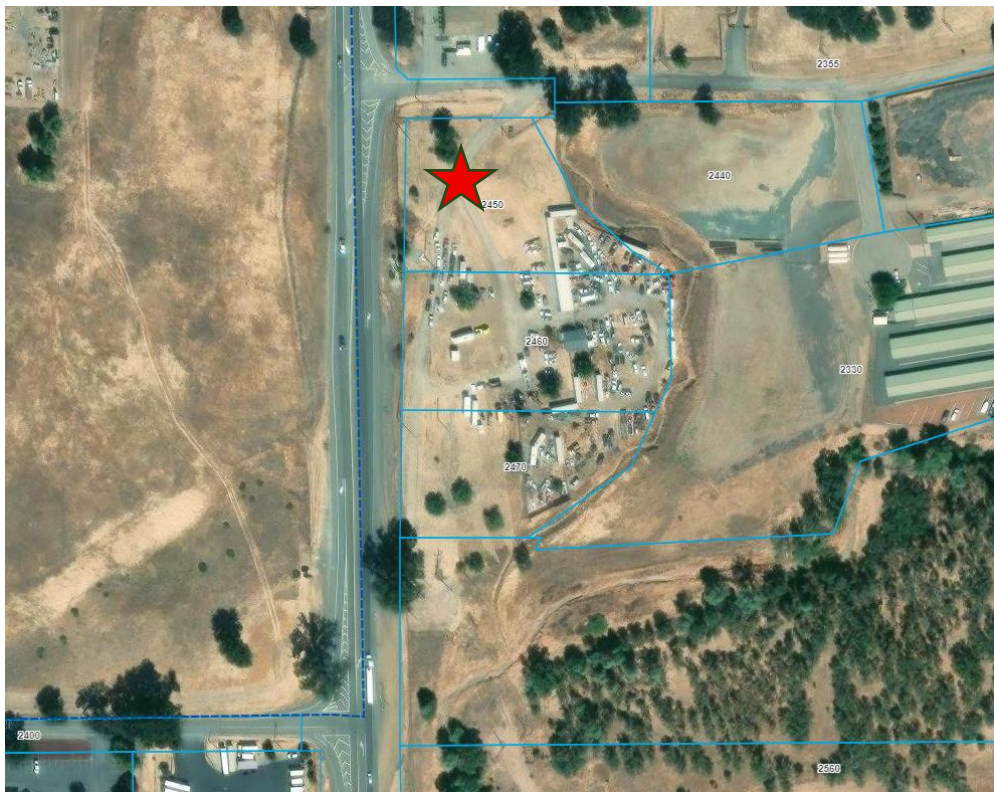




<b>STAFF REPORT</b>	
<b>Subject:</b> Conditional Use Permit, CUP 2026-02 Categorical Exemption, CE 2026-02	<b>Meeting Date:</b> April 7 <sup>th</sup> , 2026 6:00PM
<b>Submitted By:</b> Mark Roberts – Senior Planner	
<b>Report Purpose</b> <input checked="" type="checkbox"/> <b>Action Item</b> <input type="checkbox"/>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

**What is Being Asked of The Planning Commission:**

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



**PROJECT SUMMARY:**

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

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

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

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

**AGENCY REVIEW:**

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

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

**ZONING AND GENERAL PLAN CONSISTENCY:**

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

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

**ENVIRONMENTAL REVIEW (CEQA):**

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

**LEGAL NOTICE & PUBLIC COMMENT**

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

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

**MOTION/OPTIONS:**

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

**ATTACHMENTS:**

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