

Jessie Malvar 207 995 5253



City of Clearlake

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

Planning Application

CONDITIONAL USE PERMIT CEQA: Categorical Exemption

OFFICE USE ONLY		INITIAL FEES
Permit Fee		2,200.00
Categorical Exemption Fee		150.00
General Plan Maintenance Fee		25.00
Technology Fee (2%)		47.50
County Clerk Processing Fee for CE/MND (County Requirement)		50.00
	Subtotal	2,472.50
	3% CC/DC Processing Fee (\$74.18)	
	Total	
Date:		
Receipt Number:		
File Number:	CUP 20 26 -- 05	
	CE 20 26 05	

APPLICANT

NAME: Clear Lake Manager #1 LLC

MAILING ADDRESS: 13885 Lakeshore Drive

CITY: Clear Lake

STATE: CA ZIP CODE: 95422

PRIMARY PHONE: 707-633-3474

EMAIL: propertymanager@clearlakecottagesandmarina.com

SIGNATURE: [Signature]

I declare under penalty of perjury that I am the owner of said property or have written authority from the property owner to file this application. I certify that all the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.

PROPERTY OWNER (IF NOT APPLICANT)

NAME: _____

MAILING ADDRESS: _____

CITY: _____

STATE: _____ ZIP CODE: _____

PRIMARY PHONE: _____

EMAIL: _____

SIGNATURE: _____

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PROJECT LOCATION

ADDRESS: Same as above

ASSESSOR PARCEL NUMBERS: 039-121-290-000

PRESENT USE OF LAND: Lodging-Boat Rental

WATER SUPPLY: PUBLIC GROUNDWATER WELL

SANITATION: PUBLIC SEWER SEPTIC SYSTEM

FLOOD ZONE: AE

OFFICE USE ONLY

ZONING DISTRICT: MX

GENERAL PLAN DESIGNATION: _____

RELATED FILE NUMBERS: _____

NOTES: _____

APPROVED: _____ DATE: _____

DESCRIPTION OF PROJECT

We currently own and operate the Clear Lake Cottages and Marina - A lodging asset we have owned since November 2016. In 2017 we added and developed a fleet of watercraft to rent by the hour to our lodging guests and although there have been some challenging years with the lake level and condition this activity does promote our area and business along with additional revenue and tax revenue. We are requesting a use permit that will allow us to rent our watercraft not only to existing lodging guests, but to the broader local public market. We have a small fleet of boats including a dedicated Bass Boat, 2 X 18' pontoon boats that are also outfitted with trolling motors for fishing, waverunners and 2 kayaks, with one being a 1 seat and the other a two person craft. We feel with the number of watercraft we have, this will enhance the lake's already attractive nature, creating a greater opportunity for local residents to enjoy the lake without creating overuse of any sort.

Standard Operating Procedure: Watercraft Rental Operations

Facility: Clear Lake Cottages and Marina

Subject: Public Watercraft Rental Protocol

Effective Date: April 2026

1. Scope and Purpose

This procedure outlines the standardized management of watercraft rentals at Clear Lake Cottages and Marina. To ensure public safety and operational efficiency, this protocol applies to all rentals of the fleet, which consists of:

- **Two (2) Pontoon Boats**
- **One (1) Bass Boat**
- **Two (2) Waverunners**

2. Rental Durations

Watercraft are available to the general public for the following standardized time blocks:

- **Two (2) Hours**
- **Four (4) Hours**
- **Eight (8) Hours (Full Day)**

Note: All rental periods are scheduled to ensure that watercraft return to the marina well in advance of sunset to maintain maximum visibility and safety.

3. Pre-Departure Safety & Compliance

Before any vessel is released to a guest, the following mandatory steps must be completed:

- **Coast Guard Documentation:** A certified Coast Guard-approved checklist is performed in the presence of the guest to ensure all onboard safety equipment is functional.
- **Personal Flotation Devices (PFDs):** Staff will distribute USCG-approved life jackets, ensuring one appropriately sized vest is provided for every passenger.

- **Liability Waiver:** Guests must review and sign a comprehensive liability waiver and rental agreement
 - **Verify driver has a California Boater Card:** Our staff will verify this card for all designated drivers.
 - **Age Requirements:** Minimum age of watercraft drivers is 21
 - **Competency Verification:** Staff will conduct a brief orientation and "check-ride" to verify the guest's ability to safely operate and control the specific watercraft.
-

4. Fleet Monitoring and Safety Technology

To maintain situational awareness and guest security, the fleet is equipped with the following:

- **Propeller Guards:** Installed on all applicable engines to prevent accidental injury and protect local marine life.
- **GPS Tracking Devices:** Real-time monitoring allows staff to locate any vessel on Clear Lake instantly in the event of a mechanical disablement or emergency.

5. Environmental & Fueling Safety

Environmental Safeguards:

- **Fuel Spill Prevention:** Our fueling protocol includes the use of fuel absorbent pads (pillows) during refueling to prevent "spillage" or "sheening" on the water.
 - **Bilge Management:** We specifically inspect our bilges for oil/fuel before departure to prevent illegal discharge.
 - **Quagga/Zebra Mussel Inspections:** Clear Lake has strict invasive species protocols. Our boats are inspected and cleaned to prevent the spread of invasive species. Although they never leave Clear Lake except for winter storage, we regularly inspect our hulls.
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6. Return and Maintenance Protocol

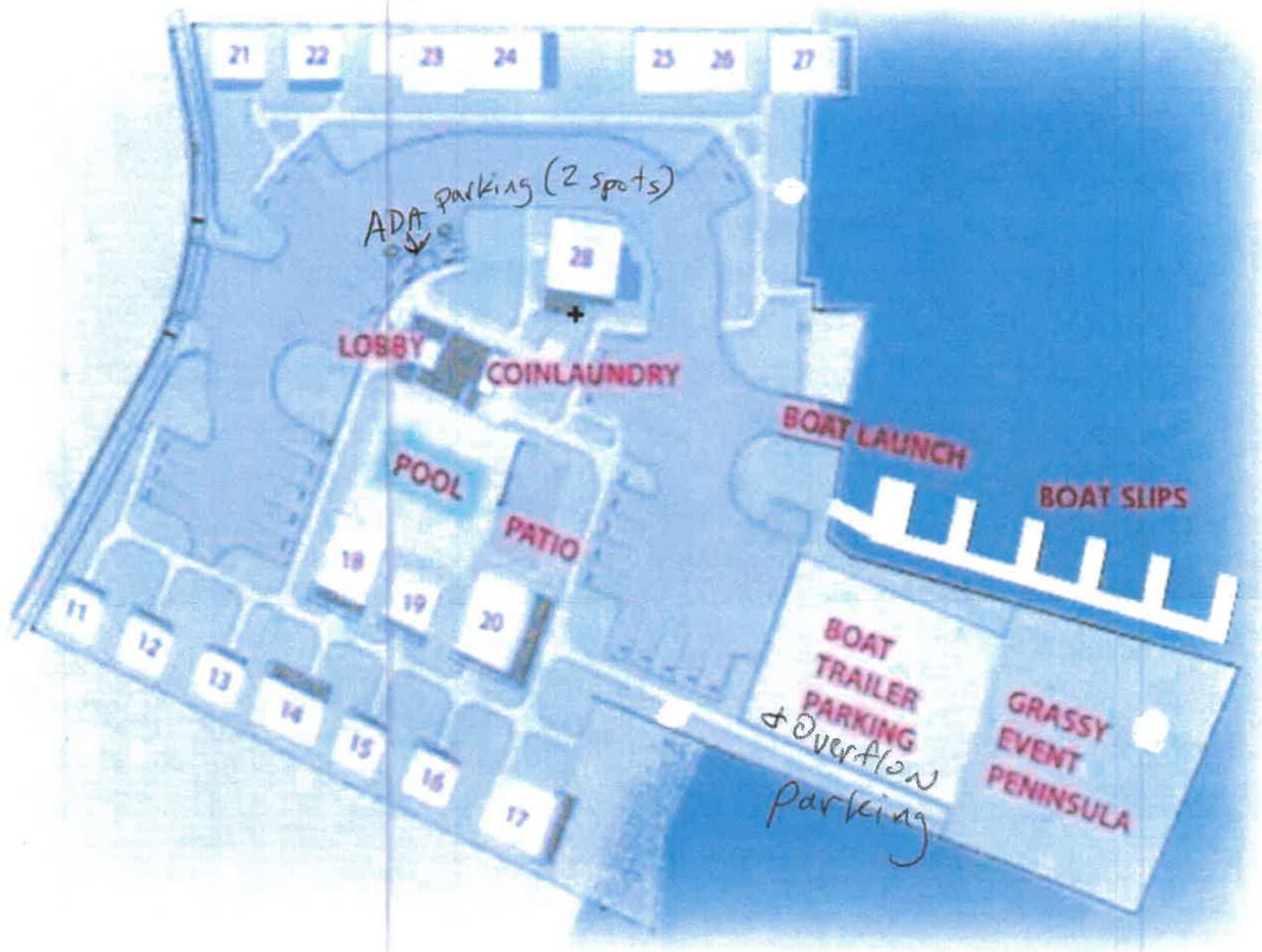
Upon the conclusion of the rental period, the following post-operation steps are mandatory:

1. **Post-Rental Inspection:** Staff conducts a thorough walkthrough of the vessel to identify any new damage or mechanical issues.
2. **Deposit Processing:** Following a successful inspection, the guest's damage deposit is authorized for refund.
3. **Refueling & Sanitization:** The vessel is refueled to capacity and cleaned.
4. **Mechanical Review:** A final systems check is performed to ensure the watercraft is mission-ready for the next scheduled rental.

Clear Lake Cottages and Marina - Watercraft Inventory

Year	Make	Model	Description	Length	Hull/Serial #
2017	Yamaha	EX1050C-S	Waverunner	n/a	US-YAMA3598A717
2017	Yamaha	EX1050C-S	Waverunner	n/a	US-YAMA1736K617
2017	Tracker PRO170	Marine	Bass Boat	17'	BUJ36647G617
2021	Tracker Marine	Suntracker BB18	Pontoon Boat	18'	BUJ11188B121
2021	Tracker Marine	Suntracker BB18	Pontoon Boat	18'	BUJ12153C121

Clear Lake Cottages & Marina



+ Ice & Vending Machines

Supplemental Data for Use Permit

Please answer the following questions as thoroughly as possible. If questions do not apply to your project, please provide an explanation of why. Use separate sheets of paper if necessary. **IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE CITY OF CLEARLAKE - PLANNING DIVISION.**

Description of objective of project and its operational characteristics:

Type of Business: Lodging

Product or service provided: We rent cottages and watercraft to our guests

Hours of operation: 8am - 6pm Days of operation: ALL

Number of shifts (normal): 8am - 6pm Number of shifts (peak): 1 per day

Employees per shift (normal): 5 Employees per shift (peak): 5

Number of deliveries per day: N/A Number of customer per day: Varied

Number of pick-ups per day: N/A Lot size: entire parcel is 2.06 acres

Number and type of company Vehicles: 1 Type of loading facilities: N/A

Floor area of existing structures: N/A Proposed building floor area: N/A

Number of existing parking spaces: 27 Number of proposed parking spaces: N/A

Number of floors: All buildings are single floor except manager's living area 2 story

Additional relevant information: We are requesting the necessary use permit to allow us to rent our current watercraft to the general public/local residents of the community.

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Supplemental Data Continued)

When do you anticipate starting construction? No construction required

How long will construction take? No construction required

What days/times will construction occur? No construction required

What type of construction equipment will be used? no construction required

How many truck/vehicle trips will be necessary for construction? not required

Will equipment be idling during construction? no equipment

Where will construction equipment be staged/stored? no equipment

Will any trees or vegetation be removed? If yes, please provide type and amounts.

No construction or trees removed

Supplemental Data (Continued)

How much grading is anticipated to occur and where? N/A

Not applicable - no construction

Will soil be imported or exported to/from the site? If so from where and what amount?

N/A No construction not applicable

Is trenching required? If yes, please provide location, dimensions and cubic yards.

N/A Not applicable - No construction

How much water will be used for construction, operation and maintenance? What is the water source?

Not applicable - no construction

Describe how scenic views or vistas are impacted by the cultivation site.

No impact to views

What lighting is proposed for the project? Will areas be lit at night?

Area already has adequate lighting

What type of hazardous materials may and/or will occur on site? How will the hazardous material be disposed of?

No hazardous materials involved

Supplemental Data for (Continued)

Will this project result in the loss of forest land? If so, describe how many acres and what type of trees.

No impact to trees or shrubbery

How will dust, ash, smoke, fumes or odors generated by the cultivation site be managed?

Not applicable - no construction

Are there any water features (drainages, streams, creeks, lakes, rivers, vernal pools, wetlands, etc.) on-site or immediately adjacent to the project? If yes, will any work take place in or near them?

Not applicable - no construction

Will there be a loss of any wetland or streamside vegetation? If yes, describe where, total area, and type of vegetation lost.

Not applicable - no construction

Describe and site or buildings have any archaeological or historical significance.

Not applicable - no construction

What are the slopes on project site?

We are not constructing

Supplemental Data (Continued)

Describe the soils found at the site and their potential for landslides, erosion, lateral spreading, subsidence, liquefaction, or collapse.

Not applicable - no construction

Describe methods to be taken to reduce greenhouse gases.

Not applicable

Will solid waste be produced? If yes, how will it be disposed of?

No Waste Produced

Will hazardous waste be produced? If yes, how will it be disposed of?

No hazardous waste produced

How will vegetative waste be managed?

Not applicable - no construction

How will growth medium waste be managed?

Not applicable - no construction

Will any material be taken to a landfill? If yes, which one and how much material is anticipated?

Not applicable - no construction

Supplemental Data (Continued)

Describe risk of an explosion or release of hazardous substances in case of an accident.

Not applicable - no construction

Do portions of the cultivation site periodically flood?

Not applicable - no construction

Describe the existing drainage patterns on the site and how they may be alternated and to what degree as a result of this project.

Not applicable - no construction

What Best Management Practices (BMP's) or measures will be implemented in order to prevent erosion and impacts to water quality?

Not applicable - no construction

Is wastewater treatment required for the project? If yes, what is the source?

Not applicable - no construction

Describe how this project is consistent with the City's General Plan and Zoning Ordinance.

We are currently already renting watercraft to our guests, we are merely requesting a permit allowing us to rent to the general public here in Clear Lake, reservation or not.

Describe the level and frequency of noise or vibration that will be generated from this project.

No construction - not applicable

Supplemental Data for Initial Study (Continued)

Describe what measures have been taken to maintain or improve level of service for the appropriate emergency services (Fire, Police, etc.).

No changes to our infrastructure, driveways or easements

How is the site accessed?

directly from Lakeshore Drive

Describe the amount of traffic the project will generate.

The only traffic change will be after they are on our property parking

Are there any road improvements that would be required? If yes, please provide specs (type of materials and dimensions).

No road construction required

Describe if this project will result increased traffic hazards to motor vehicles, bicyclists, or pedestrians?

No

Are greenhouses or other accessory structures proposed? If yes, what are the dimensions of the structures and materials/colors they will be constructed out of?

No need or plans for any structures of any type.

What sources of energy will be used?

There is no construction
