

From: [Clifford Mota](#)
To: [Mark Roberts](#)
Subject: Re: Request for Review (RFR) CUP 2024-02
Date: Monday, May 13, 2024 10:51:45 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Mark,

Wanted to reach out address my concern about this project I believe this area to be a sensitive area in our tribal cultural range and would request consultation for this project

Clifford mota
Tribal historic preservation officer

On Mon, May 13, 2024 at 10:45 AM Mark Roberts <mroberts@clearlake.ca.us> wrote:

Good Morning,

You are receiving this email, to notify you of a proposed project located at the parcels below. The Request for Review (RFR) is to allow you to review the project and submit comments, concerns and/or any potential requirements the developer may be required to adhere to upon development.

- *14975 Olympic Drive (APN: 039-550-51)*
- [3545 Old Highway 53](#) (APN: 039-550-50)
- [3565 Old Highway 53](#) (APN: 039-550-20)

Site History/Development: The project site has been developed since the 1950's from residential to commercial development. Currently, the project parcels are developed with an existing commercial structure (known as 4-Corners Hardware Store) and supporting accessory structures. The existing structures will be removed to allow for project development. Said removal will occur once the applicant has obtained the necessary permits.

Project Description: The applicant is requesting approval of a Conditional

Use Permit (*Per 18-18.030 & 18-19.070 of the Clearlake Municipal Code*) to allow for a Fueling/Gas Station, Convenience Store, and a Drive through Car Wash. All development will occur within a previously disturbed/developed area. Below is a summary of the project:

- Gas Station with Convenience Store:
 - 6 Double Sided Gas Pumps.
 - Convenience Store = 5,106 SQFT
 - Quick Serve Food (including kitchen/dining area) = 2,081 SQFT

- Drive through Car Wash
 - Office = 588 SQFT
 - Equipment Room = 852 SQFT
 - Drive through Car Wash Facility = 3,600 SQFT

- Parking Total:
 - 75 Total (includes the 12 Vacuum Pump Stations)

Please provide your comments no later than Friday, May 31st, 2024. If you have any questions and/or need additional documentation, please let me know.

Sincerely,

Mark Roberts



Mark Roberts
Senior Planner
Email: mroberts@clearlake.ca.us
Phone: (707) 994-8201

Website: <https://www.clearlake.ca.us/>



KOI NATION OF NORTHERN CALIFORNIA

May 17, 2024

City of Clearlake
Attn: Mark Roberts, Senior Planner
14050 Olympic Drive
Clearlake, CA 95422
mroberts@clearlake.ca.us

RE: CoC Gas Station, Store and Car Wash CUP 2024-02 Project, HP-20240513-01

Dear Mark Roberts:

Thank you for your project notification letter dated May 13, 2024, regarding cultural information on or near the proposed APNs 039-550-51, 039-550-50, and 039-550-20 in the City of Clearlake. We appreciate your effort to contact us and wish to respond.

The Koi Nation Cultural Resources Department has reviewed the project and concluded that it is within the aboriginal territories of the Koi Nation. Therefore, we have a cultural interest and authority in the proposed project area and would like to initiate a formal consultation with the lead agency. Based on the information provided, the Tribe has concerns that the project could impact known cultural resources. The Koi Nation highly recommends including cultural monitors during development and all ground disturbance. In addition, we recommend cultural sensitivity training for all project personnel. At the time of consultation, please provide our Cultural Resources Department with a project timeline, detailed project ground disturbance plan and the latest cultural resource study for the proposed project.

Please contact the following individual to coordinate a date and time for the consultation meeting:

Jaclyn Ley, Administrative Assistant
P.O. Box 516
Office: (707) 900-6931
Email: jley@hpultribe-nsn.gov

Please refer to identification number HP – 20240513-01 in any correspondence concerning this project.

Thank you for providing us the opportunity to comment.

Sincerely,

Robert Geary
Tribal Historic Preservation Officer



COUNTY OF LAKE
Health Services Department
Environmental Health Division
922 Bevins Court
Lakeport, California 95453-9739
Telephone 707/263-1164
FAX 707/263-1681

Anthony Arton
Health Services Director

Noemi Doohan, MD, PhD, MPH
Public Health Officer

Craig Wetherbee
Environmental Health Director

Promoting an Optimal State of Wellness in Lake County

Memorandum

DATE: May 23, 2024
TO: Mark Roberts, Senior Planner
FROM: Pheakdey Preciado, Senior EHS
RE: Conditional Use Permit, CUP 2024-02/SR0005498
APNS: 039-550-20, 039-550-50, and 039-550-51

APN: 039-550-51 (14975 Olympic Drive, Clearlake)

Convenience Store and Restaurant: Our office will require the applicant to apply and pay for a separate plan check for both food facilities. Contact our office for requirements and fees.

Gas Station: Contact our office for the Certified Unified Program Agency for the gas station requirements (underground storage fuel tank(s) and fuel dispensing islands).

APN: 039-550-20 (3565 Old Hwy 53, Clearlake):

Drive-Thru Car Wash: Contact our office for the Certified Unified Program Agency for the drive-thru care wash requirements (underground wastewater holding tank).

Note: Both properties are connected to public sewer and water systems.

From: [Sarah Miller](#)
To: [Mark Roberts](#)
Subject: RE: Request for Review (RFR) CUP 2024-02
Date: Wednesday, May 22, 2024 9:54:22 AM
Attachments: [image001.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you Mark!

We will have our comments back to you asap.

Respectfully,

Sarah Miller
Administrative Assistant
Highlands Water Company
14580 Lakeshore Dr.
Clearlake, CA 95422
Phone: 707-994-2393
Fax: 707-994-7654



From: Mark Roberts <mroberts@clearlake.ca.us>
Sent: Wednesday, May 22, 2024 9:37 AM
To: Sarah Miller <sarah@highlandswater.com>
Subject: RE: Request for Review (RFR) CUP 2024-02

Hi Sarah,

Thank you for your email. I have provided some responses to your questions below and have reached out to the applicant as well.

What is the current water demand or use on the project site? Is the existing building (hardware store) vacant or occupied? **The previous use was a hardware/lumber store and the structures have not been used for some time to my knowledge.**

Please provide a copy of the written project description for this use permit application. **The applicant will be sending me a detailed description shortly.**

Currently, is the project site landscaped?. What is the water demand for irrigation, if and as the landscaping exists today? **The project site is not currently landscaped, but the proposed development will require landscaping in accordance with the City Municipal Code and adopted design standards.**

What is the projected water demand for the proposed gas station and car wash, irrigation, and any other consumptive water use on the project site? **The applicant is working on obtaining the preliminary/projected water use.**

Mark

Mark Roberts
Senior Planner
Email: mroberts@clearlake.ca.us
Phone: (707) 994-8201
Website: <https://www.clearlake.ca.us/>

From: Sarah Miller <sarah@highlandswater.com>
Sent: Tuesday, May 21, 2024 12:00 PM
To: Mark Roberts <mroberts@clearlake.ca.us>
Subject: RE: Request for Review (RFR) CUP 2024-02

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

Thank you for sending a "Request for Review" for CUP 2024-02 for a drive through car wash with a gas station island and canopy. We appreciate the referral; however, it does not contain

enough information for Highlands Water Company to comment on it. In order for Highlands Water Company to provide meaningful, substantive comments on the use permit application, please provide the following information:

1. What is the current water demand or use on the project site?
2. Please provide a copy of the written project description for this use permit application.
3. Is the existing building (hardware store) vacant or occupied?
4. Currently, is the project site landscaped? What is the water demand for irrigation, if and as the landscaping exists today? Current, the project site has little to no landscaping.
5. What is the projected water demand for the proposed gas station and car wash, irrigation, and any other consumptive water use on the project site?

Please provide this information to use ASAP so that Highlands Water Company can provide substantive comments before June 12, 2024, as the city requested in its referral packet.

We look forward to working cooperatively to provide comments on this use permit application.

Respectfully,

Sarah Miller
Administrative Assistant
Highlands Water Company
14580 Lakeshore Dr.
Clearlake, CA 95422
Phone: 707-994-2393
Fax: 707-994-7654



From: Mark Roberts <mroberts@clearlake.ca.us>
Sent: Monday, May 13, 2024 11:38 AM
To: Sarah Miller <sarah@highlandswater.com>
Subject: RE: Request for Review (RFR) CUP 2024-02

Thank you

Mark Roberts
Senior Planner
Email: mroberts@clearlake.ca.us
Phone: (707) 994-8201
Website: <https://www.clearlake.ca.us/>

From: Sarah Miller <sarah@highlandswater.com>
Sent: Monday, May 13, 2024 11:37 AM
To: Mark Roberts <mroberts@clearlake.ca.us>
Subject: FW: Request for Review (RFR) CUP 2024-02

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Mark,

I am having our engineer review this today. We will have comments back to you ASAP.

Respectfully,

Sarah Miller
Administrative Assistant
Highlands Water Company
14580 Lakeshore Dr.
Clearlake, CA 95422
Phone: 707-994-2393
Fax: 707-994-7654



From: Magen Estep <magen@highlandswater.com>
Sent: Monday, May 13, 2024 11:04 AM
To: Sarah Miller <sarah@highlandswater.com>
Subject: FW: Request for Review (RFR) CUP 2024-02

Magen Estep

Office Manager
Highlands Water Company

From: Mark Roberts <mroberts@clearlake.ca.us>
Sent: Monday, May 13, 2024 10:45 AM
Subject: Request for Review (RFR) CUP 2024-02

Good Morning,

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- 14975 Olympic Drive (APN: 039-550-51)
- 3545 Old Highway 53 (APN: 039-550-50)
- 3565 Old Highway 53 (APN: 039-550-20)

Site History/Development: The project site has been developed since the 1950's from residential to commercial development. Currently, the project

parcels are developed with an existing commercial structure (known as 4-Corners Hardware Store) and supporting accessory structures. The existing structures will be removed to allow for project development. Said removal will occur once the applicant has obtained the necessary permits.

Project Description: The applicant is requesting approval of a Conditional Use Permit (*Per 18-18.030 & 18-19.070 of the Clearlake Municipal Code*) to allow for a Fueling/Gas Station, Convenience Store, and a Drive through Car Wash. All development will occur within a previously disturbed/developed area. Below is a summary of the project:

- Gas Station with Convenience Store:
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- Parking Total:
 - 75 Total (includes the 12 Vacuum Pump Stations)

Please provide your comments no later than Friday, May 31st, 2024. If you have any questions and/or need additional documentation, please let me know.

Sincerely,

Mark Roberts

Mark Roberts
Senior Planner
Email: mroberts@clearlake.ca.us
Phone: (707) 994-8201
Website: <https://www.clearlake.ca.us/>



COUNTY OF LAKE
Health Services Department
Environmental Health Division
922 Bevins Court
Lakeport, California 95453-9739
Telephone 707/263-1090
FAX 707/263-4395

Anthony Arton
Health Services Director

Craig Wetherbee
Environmental Health Director

Promoting an Optimal State of Wellness in Lake County

Memorandum

DATE: 5/28/2024
TO: Mark Roberts
FROM: Christina Gearhart, EHS
RE: Conditional Use Permit CUP 2024-02 - CUPA comments
APN: APN: 039-550-50, -51 and -20

Lake County Environmental Health (LCEH) will require an Underground Storage Tank (UST) system installation permit application, payment, and submission of plans and supporting documentation for the proposed UST system installation.

If/when the applicant stores hazardous materials equal to or greater than 55 gallons of a liquid, 500 pounds of a solid or 200 cubic feet of compressed gas, the applicant will be required to submit a Hazardous Materials Inventory Disclosure Statement/ Business Plan to the Environmental Health Division via the California Electronic Reporting System (CERS) and it shall be renewed and updated annually or if quantities increase. Note that additional California Unified Program Agency (CUPA) requirements may apply depending on the amounts and types of hazardous materials stored onsite.

From: [Ryan Lewelling](#)
To: [Mark Roberts](#)
Subject: RE: Notice of Intent (NOI) for CUP 2024-02 and CEQA IS 2024-01
Date: Monday, December 30, 2024 4:49:02 PM
Attachments: [image001.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mark,

This Assessor's Office review of proposed development, CUP 2024-02, has the following request: if infrastructure is to be built across parcel boundaries, it is suggest that a lot line adjustment be required as part of the approval for development.

Ryan Lewelling
Cadastral Mapping Specialist
Assessor-Recorder, County of Lake

From: Mark Roberts <mroberts@clearlake.ca.us>
Sent: Thursday, December 19, 2024 1:32 PM
Subject: Notice of Intent (NOI) for CUP 2024-02 and CEQA IS 2024-01
Importance: High

Good Afternoon,

You are hereby given notice that the City of Clearlake has tentatively determined that the project described below will not result in a significant adverse impact on the environment and that, in accordance with the California Environmental Quality Act. The City is prepared to issue a "mitigated negative declaration" in accordance with the California Environmental Quality Act (CEQA).

Project Name: Gas Station Island with Canopy, Convenience Store and Drive through Car Wash

Project Numbers: Conditional Use Permit (CUP 2024-02); Environmental Analysis (CEQA IS 2024-01).

Project Location: 14975 Olympic Drive (APN: 039-550-51); 3545 Old Highway 53 (APN: 039-550-50) and 3565 Old Highway 53 (APN: 039-550-20)

Project Summary: The applicant is requesting approval of a Conditional Use Permit and associated environmental analysis to allow the development and operation of a Gas Station Island with Canopy, Convenience Store and Drive through Car Wash within the General Commercial Zoning Designation. Said project, includes but not limited to (all development will occur within the previously developed/improved area): (1) A Convenience Store up to 5,106-square-foot in size, which includes a quick serve food area up to 2,081 square-foot in size; (2) Six (6) double sided fuel

pumps located under a 3,470 square-foot gas canopy; (3) A Drive Through Car Wash Car Wash would be divided into a carwash tunnel/facility (3,600 SQFT), an office room (588 SQFT), and an equipment room (852 SQFT); (4) Access to the project site would be provided from via Olympic Drive and Old Highway 53; (5) Approximately 75 parking spaces, which includes twelve (12) vacuum pump stations and up eight (8) Electrical Vehicle (EV) Charging Stations. All parking stalls would adhere to all applicable Federal, State and local agency requirements, including the City of Clearlake Construction and Design Standards.

This tentative determination is based on an environmental analysis (CEQA IS 2024-01) that assesses the project's potential environmental impacts, and those potential impacts have been reduced to less than significant levels with the incorporated mitigation measures. Anyone may review this study at Clearlake City Hall, 14050 Olympic Drive, Clearlake, CA 95901, during normal business hours or by downloading the CEQA Packet from the State Clearinghouse Website at: <https://ceqanet.opr.ca.gov/>. The public review period for this Notice of Intent (NOI) will remain open for a period of at least 30 days from publication date of this notice. **The commenting period for this Notice of Intent (NOI) is December 21st, 2024, to January 22nd, 2025 (Please Note: All comments must be received no later than January 22nd, 2025.**

For more information, please call (707) 994-8201 during normal business hours of City Hall (Monday through Thursday – 8am to 5pm). During this period written comments on the project and the proposed mitigated negative declaration may be addressed. You may also submit comments via email at mroberts@clearlake.ca.us. Final environmental determinations are made by the decision-making body, which, in this case would be the City of Clearlake, Planning Commission.

For your convenience, I have attached the Draft Environmental Analysis Packet for you to review and provide comments no later than the referenced date above. If you have any questions, please let me know.

City of Clearlake - Community Development Department
Attn: Mark Roberts – Senior Planner
14050 Olympic Drive
Clearlake, CA 95422



Mark Roberts
Senior Planner | City of Clearlake
14050 Olympic Dr.
Clearlake, CA 95422
Phone: [707-994-8201](tel:707-994-8201)
Fax: [707-995-2653](tel:707-995-2653)

From: [Lori Baca](#)
To: [Mark Roberts](#)
Cc: [Steven Phillips](#); [Phillip Spooner](#)
Subject: RE: Notice of Intent (NOI) for CUP 2024-02 and CEQA IS 2024-01
Date: Monday, January 6, 2025 9:05:17 AM
Attachments: [image003.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mark,

I originally sent comments regarding this project back in May 2024; however, I will list those again and add two additional comments.

The parcels 039-550-51, -50, -20 are within LACOSAN for public sewer collection and treatment and all three are actively billed sewer accounts. Between the three parcels there are 4 SFD equivalent sewer entitlements, and per our Ordinance, a Service Station with no food service with two restrooms is equal to 2 SFD equivalent Capacity Fees

With fried food service there is an additional 1.5 Capacity Fee.

At this time, I do not believe additional Capacity Fees will be required, however, there most likely will need to be a grease trap installed and inspected by our staff. Please contact Steve Phillips for the requirements and sizing information.

Additional Comments –

-A car wash cannot be connected to (or discharged into) the wastewater sewer system per our Sewer Use Ordinance.

-A Trash Enclosure drain cannot be connected to (or discharged into) the wastewater sewer system per our Sewer Use Ordinance.

Steve and Phil may add additional comments to add

Respectfully,

Lori A. Baca
Customer Service Supervisor
Lori.Baca@lakecountyca.gov
Office Number (707) 263-0119
Fax (707) 263-3836



From: Mark Roberts <mroberts@clearlake.ca.us>
Sent: Thursday, December 19, 2024 1:32 PM
Subject: Notice of Intent (NOI) for CUP 2024-02 and CEQA IS 2024-01
Importance: High

Good Afternoon,

You are hereby given notice that the City of Clearlake has tentatively determined that the project described below will not result in a significant adverse impact on the environment and that, in accordance with the California Environmental Quality Act. The City is prepared to issue a “mitigated negative declaration” in accordance with the California Environmental Quality Act (CEQA).

Project Name: Gas Station Island with Canopy, Convenience Store and Drive through Car Wash

Project Numbers: Conditional Use Permit (CUP 2024-02); Environmental Analysis (CEQA IS 2024-01).

Project Location: 14975 Olympic Drive (APN: 039-550-51); 3545 Old Highway 53 (APN: 039-550-50) and 3565 Old Highway 53 (APN: 039-550-20)

Project Summary: The applicant is requesting approval of a Conditional Use Permit and associated environmental analysis to allow the development and operation of a Gas Station Island with Canopy, Convenience Store and Drive through Car Wash within the General Commercial Zoning Designation. Said project, includes but not limited to (all development will occur within the previously developed/improved area): (1) A Convenience Store up to 5,106-square-foot in size, which includes a quick serve food area up to 2,081 square-foot in size; (2) Six (6) double sided fuel pumps located under a 3,470 square-foot gas canopy; (3) A Drive Through Car Wash Car Wash would be divided into a carwash tunnel/facility (3,600 SQFT), an office room (588 SQFT), and an equipment room (852 SQFT); (4) Access to the project site would be provided from via Olympic Drive and Old Highway 53; (5) Approximately 75 parking spaces, which includes twelve (12) vacuum pump stations and up eight (8) Electrical Vehicle (EV) Charging Stations. All parking stalls would adhere to all applicable Federal, State and local agency requirements, including the City of Clearlake Construction and Design Standards.

This tentative determination is based on an environmental analysis (CEQA IS 2024-01) that assesses the project’s potential environmental impacts, and those potential impacts have been reduced to less than significant levels with the incorporated mitigation measures. Anyone may review this study at Clearlake City Hall, 14050 Olympic Drive, Clearlake, CA 95901, during normal business hours or by downloading the CEQA Packet from the State Clearinghouse Website at:

<https://ceqanet.opr.ca.gov/>. The public review period for this Notice of Intent (NOI) will remain open for a period of at least 30 days from publication date of this notice. **The commenting period for this Notice of Intent (NOI) is December 21st, 2024, to January 22nd, 2025 (Please Note: All comments must be received no later than January 22nd, 2025.**

For more information, please call (707) 994-8201 during normal business hours of City Hall (Monday through Thursday – 8am to 5pm). During this period written comments on the project and the proposed mitigated negative declaration may be addressed. You may also submit comments via email at mroberts@clearlake.ca.us. Final environmental determinations are made by the decision-making body, which, in this case would be the City of Clearlake, Planning Commission.

For your convenience, I have attached the Draft Environmental Analysis Packet for you to review and provide comments no later than the referenced date above. If you have any questions, please let me know.

City of Clearlake - Community Development Department
Attn: Mark Roberts – Senior Planner
14050 Olympic Drive
Clearlake, CA 95422



Mark Roberts
Senior Planner | City of Clearlake
14050 Olympic Dr.
Clearlake, CA 95422
Phone: [707-994-8201](tel:707-994-8201)
Fax: [707-995-2653](tel:707-995-2653)



COUNTY OF LAKE
Health Services Department
Environmental Health Division
922 Bevins Court
Lakeport, California 95453-9739
Telephone 707/263-1164
FAX 707/263-1681

Anthony Arton
Health Services Director

Noemi Doohan, MD, PhD, MPH
Public Health Officer

Craig Wetherbee
Environmental Health Director

Promoting an Optimal State of Wellness in Lake County

Memorandum

DATE: January 9, 2025
TO: Mark Roberts, Senior Planner
FROM: Pheakdey Preciado, Senior EHS
RE: Conditional Use Permit, CUP 2024-02, CEQA IS 2024-01/SR0005690
APNS: 039-550-20, 039-550-50, and 039-550-51

APN: 039-550-51 (14975 Olympic Drive, Clearlake)

Convenience Store and Restaurant: Our office will require the applicant to apply and pay for a separate plan check for both food facilities. Contact our office for requirements and fees.

Gas Station: Contact our office for the Certified Unified Program Agency for the gas station requirements (underground storage fuel tank(s) and fuel dispensing islands).

APN: 039-550-20 (3565 Old Hwy 53, Clearlake):

Drive-Thru Car Wash: Contact our office for the Certified Unified Program Agency for the drive-thru care wash requirements (underground wastewater holding tank).

Note: Both properties are connected to public sewer and water systems.