

**From:** [Lori Baca](#)  
**To:** [Mark Roberts](#)  
**Subject:** RE: CUP\_2025-04\_RFR Packet Highland Food Park  
**Date:** Wednesday, November 26, 2025 4:53:24 PM  
**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,

The parcel is an actively billed sewer account within LACOSAN and the proposed Food Park will not require any additional fees at this time. Since all of the trucks are self-contained and the only discharge would be from the restroom, this project will not impact the Districts ability to continue to provide service.

Lori A. Baca  
Utility Systems Compliance Coordinator  
[Lori.Baca@lakecountyca.gov](mailto:Lori.Baca@lakecountyca.gov)  
Office Number (707) 263-0119  
Fax (707) 263-3836



---

**From:** Mark Roberts <mroberts@clearlake.ca.us>  
**Sent:** Thursday, November 6, 2025 1:24 PM  
**Cc:** Mary Jane Montana <mmontana@clearlake.ca.us>; Adeline Leyba <aleyba@clearlake.ca.us>; Dave Swartz <swartz@cecusa.net>; Timothy Hobbs <thobbs@clearlakepd.org>; Ryan Peterson <rpeterson@clearlakepd.org>; Jan Brejska <jbrejska@clearlakepd.org>; Lori Baca <Lori.Baca@lakecountyca.gov>; Craig Wetherbee <Craig.Wetherbee@lakecountyca.gov>; Katie Carpenter <Katie.Carpenter@lakecountyca.gov>; Ryan Lewelling <Ryan.Lewelling@lakecountyca.gov>; Greg Peters <Greg.Peters@lakecountyca.gov>; Sarah Miller <sarah@highlandswater.com>; rick@highlandswater.com; Douglas Gearhart <dougg@lcaqmd.net>; Navarro, Stacey@ABC <stacey.navarro@abc.ca.gov>  
**Subject:** RE: CUP\_2025-04\_RFR Packet Highland Food Park

Please use this packet, as additional information/correction has occurred.

**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:** Mark Roberts

**Sent:** Thursday, November 6, 2025 11:44 AM

**Cc:** Mary Jane Montana <[mmontana@clearlake.ca.us](mailto:mmontana@clearlake.ca.us)>; Adeline Leyba <[aleyba@clearlake.ca.us](mailto:aleyba@clearlake.ca.us)>; Dave Swartz <[swartz@cecusa.net](mailto:swartz@cecusa.net)>; Timothy Hobbs <[thobbs@clearlakepd.org](mailto:thobbs@clearlakepd.org)>; Ryan Peterson <[rpeterson@clearlakepd.org](mailto:rpeterson@clearlakepd.org)>; Jan Brejska <[jbrejska@clearlakepd.org](mailto:jbrejska@clearlakepd.org)>; Lori Baca <[lori.baca@lakecountyca.gov](mailto:lori.baca@lakecountyca.gov)>; Craig Wetherbee <[craig.wetherbee@lakecountyca.gov](mailto:craig.wetherbee@lakecountyca.gov)>; Katie Carpenter <[katie.carpenter@lakecountyca.gov](mailto:katie.carpenter@lakecountyca.gov)>; Ryan Lewelling <[ryan.lewelling@lakecountyca.gov](mailto:ryan.lewelling@lakecountyca.gov)>; Greg Peters <[greg.peters@lakecountyca.gov](mailto:greg.peters@lakecountyca.gov)>; Sarah Miller <[sarah@highlandswater.com](mailto:sarah@highlandswater.com)>; 'rick@highlandswater.com' <[rick@highlandswater.com](mailto:rick@highlandswater.com)>; Doug Gearhart <[dougg@lcaqmd.net](mailto:dougg@lcaqmd.net)>; Navarro, Stacey@ABC <[stacey.navarro@abc.ca.gov](mailto:stacey.navarro@abc.ca.gov)>

**Subject:** CUP\_2025-04\_RFR Packet Highland Food Park

**Importance:** High

Good morning,

This email is to notify you and/or your agency the opportunity to provide comments on the Conditional Use Permit, CUP 2025-04 located at 14530 Lakeshore Drive. The Conditional Use Permit would allow the operation of a Commercial Food Park, known as Highlands Food Park.

**Please review the enclosed/attached RFR Packet and respond with any comments or concerns**

**by Monday, December 1<sup>st</sup>, 2025.** Your comments or concerns may be submitted via email to [mroberts@clearlake.ca.us](mailto:mroberts@clearlake.ca.us) or postal mail to Clearlake City Community - Development Department, Attn: Mark Roberts 14050 Olympic Drive, Clearlake, CA 95422.

If you have any questions or require additional information, please let me know.

Mark



**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

Craig Wetherbee  
Environmental Health Director

## *Promoting an Optimal State of Wellness in Lake County*

### Memorandum

**DATE:** December 5, 2025  
**TO:** Mark Roberts, Senior Planner  
**FROM:** Pheakdey Preciado, Senior EHS  
**RE:** RFR CUP-25-04 Commercial Food Park, SR0017406  
**APN:** 040-091-14

Permanent Use at the Commercial Food Park: All mobile food facilities must have a current annual food permit to operate a mobile food vehicle from our office. If they do not have a permit, the applicant must apply for and pay for a food facility plan check prior to obtaining their annual permit to operate.

Community Event Use at the Commercial Food Park: The sponsor and applicant food vendors must meet the following requirements:

1. The length of time a community event is dictated by the California Retail Food Code, Section 113755. Community Event.

COMMUNITY EVENT” means an event conducted for not more than 25 consecutive or nonconsecutive days in a 90-day period and that is of civic, political, public, or educational nature, including state and county fairs, city festivals, circuses, and other

2. If there is going to be food for sale or to be given away, then the **Sponsors** must apply and pay for a temporary permit for a community event at least two weeks prior to the event from the Lake County Environmental Health Division Office.



COUNTY OF LAKE  
**HEALTH SERVICES**  
prevent.promote.protect.

3. The **food vendors** must apply and pay for the temporary permit for the community event from the Lake County Environmental Health Division Office at least two weeks prior to the event.

Please note:

1. If the sponsor is going to be selling food at this event, then the sponsor must also apply and pay for a food vendor permit.
2. The temporary permit, once issued, is not transferable, and is only good for that specific community event only.



COUNTY OF LAKE  
HEALTH SERVICES  
prevent.promote.protect.

# California Retail Food Code



## California Conference of Directors of Environmental Health

*Excerpt from the California  
Health and Safety Code  
Division 104-Environmental Health  
Part 7. California Retail Food Code  
Chapter 1. General Provisions*

Revised January 2022

including, but not limited to, sausages made from two or more MEATS.

**113751. Commissary**

“COMMISSARY” means a FOOD FACILITY that services MOBILE FOOD FACILITIES, MOBILE SUPPORT UNITS, or VENDING MACHINES where any of the following occur:

- (a) FOOD, containers, or supplies are stored.
- (b) FOOD is prepared or prepackaged for sale or service at other locations.
- (c) UTENSILS are cleaned.
- (d) Liquid and solid wastes are disposed, or POTABLE WATER is obtained.

**113752. Community food producer**

“COMMUNITY FOOD PRODUCER” means a producer of agricultural products on land that is not zoned for agricultural use but is otherwise in compliance with applicable local land use and zoning restrictions, including, but not limited to, restrictions governing personal gardens, community gardens, school gardens, and culinary gardens.

**113755. Community event**

“COMMUNITY EVENT” means an event conducted for not more than 25 consecutive or nonconsecutive days in a 90-day period and that is of civic, political, public, or educational nature, including state and county fairs, city festivals, circuses, and other public gathering events APPROVED by the local ENFORCEMENT AGENCY.

**113756. Condiment**

“CONDIMENT” means a nonPOTENTIALLY HAZARDOUS FOOD, such as relishes, spices, sauces, confections, or seasonings, that requires no additional preparation, and that is used on a FOOD item, including, but not limited to, ketchup, mustard, mayonnaise, sauerkraut, salsa, salt, sugar, pepper, or chili peppers.

**113757. Consumer**

“CONSUMER” means a PERSON who is a member of the public, takes possession of FOOD, is not functioning in the capacity of an operator of a FOOD FACILITY, and does not offer the FOOD for resale.

**113758. Cottage food operation**

- (a) “COTTAGE FOOD OPERATION” means an enterprise that has no more than the amount in gross annual sales that is specified in this subdivision, is operated by a cottage food operator, and has not more than one full-time equivalent cottage FOOD EMPLOYEE, not including a family member or household member of the cottage food operator, within the registered or permitted area of a private home where the cottage food operator resides and where cottage FOOD products are prepared or