

**GLENN COUNTY**  
**Planning & Community Development Services Agency**

P.O. Box 1070 / 777 N. Colusa Street  
Willows, CA 95988  
530.934.6530 Fax 530.934.6533  
[www.countyofglenn.net](http://www.countyofglenn.net)



**Donald Rust, Director**

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Angelo & Ashley Poli  
6177 Frances Ln  
Orland, CA 95963

June 18, 2019

RE: Administrative Permit 2019-001  
APN: 044-280-069  
Approval Notice

Dear applicant:

The application for an Administrative Permit for a second residence in the “RE-5” (Rural Residential) zoning district is an allowed use under the Glenn County Code.

On June 24, 2019, the Glenn County Planning & Community Development Services Agency approved the requested Administrative Permit. Enclosed is one copy of the Staff Report for your reference. Also enclosed is a separate copy of the Conditions of Approval. Please sign the Conditions of Approval where indicated and submit to the Glenn County Planning & Community Development Services Agency, 777 North Colusa Street, Willows, CA 95988, prior to issuance of a building permit.

Please note that this is **NOT** a building permit. Please contact the Glenn County Building Inspection Division at (530) 934-6546 for information on acquiring a building permit.

Sincerely,

John Lanier  
Assistant Planner

[jlanier@countyofglenn.net](mailto:jlanier@countyofglenn.net)

Cc: Glenn County Building Inspector  
Environmental Health

PROJECT: ADMINISTRATIVE PERMIT 2019-001, SECOND RESIDENCE  
4646 County Road FF, Orland, CA 95963  
APN 044-280-069

APPLICANT: Ashley Poli

LANDOWNER: Angelo Poli and Ashley Poli

I. ENVIRONMENTAL REVIEW:

California Government Code Section 65852.2 states that applications for second residences shall be considered ministerial without discretionary review; therefore, this project is Statutorily Exempt from environmental review pursuant to Section 15268, "*Ministerial Projects*", of the Guidelines of the California Environmental Quality Act.

II. PROJECT APPROVAL:

The project is permitted per Glenn County Code §15.350.020 (Permitted Uses) Section (N) second residence per each parcel of land (refer to minimum residential construction standards);

Signature: \_\_\_\_\_



Donald Rust, Director

Planning & Community Development Services Agency

Date: June 18, 2019

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**Donald Rust, Director**

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**STAFF REPORT**

DATE: June 18, 2019

TO: Donald Rust, Director

FROM: John Lanier, Assistant Planner

RE: Administrative Permit 2019-001  
Second Residence, "RE-5" Zoning District

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Attachments:

1. Conditions of Approval
2. Application
3. Maps and Exhibit "A"

## **1      PROJECT SUMMARY**

The applicant has applied for an Administrative Permit to construct a 1,152 square foot second residence with overall dimensions of 28 feet by 48 feet with a height of approximately 16 feet.

The parcel is zoned “RE-5” Rural Residential Estate (4.25-acre minimum parcel size) and is designated “Rural Residential” in the Glenn County General Plan. The site is located at 4646 County Road FF, approximately 1.5 miles northwest of Orland, south of County Road 9, west of County Road G, north of County Road 10 ½, and east of County Road FF, in the unincorporated area of Glenn County, California. The Assessor’s Parcel Number (APN) for the 5.6 ± acre site is 044-280-069.

### **1.1    RECOMMENDATIONS**

Staff recommends that the Director find that this project qualifies as a statutory exemption within section 15268 of the California Environmental Quality Act.

Staff also recommends that the Director approve the Administrative Permit with the Findings as presented in the Staff Report and the Conditions of Approval as attached.

## **2      ANALYSIS**

The existing residence, with a proposed second residence, is consistent with zoning in this area. Zoning allows for second residences with an approved Administrative Permit. Parcels in this area of Glenn County are served by individual wells and sewage disposal systems.

### **2.1    ENVIRONMENTAL DETERMINATION**

The second residence as proposed is not anticipated to introduce potentially significant impacts to the environment. California Government Code Section 65852.2 states that applications for second residences shall be considered ministerial without discretionary review. Government Code Section 65852.2(a) (3) states the following:

*(3) When a local agency receives its first application on or after July 1, 2003, for a permit pursuant to this subdivision, the application shall be considered ministerially without discretionary review or a hearing, notwithstanding Section 65901 or 65906 or any local ordinance regulating the issuance of variances or special use permits.*

Therefore, this project is Statutorily Exempt from environmental review pursuant to Section 15268, “Ministerial Projects”, of the Guidelines of the California Environmental Quality Act.

### **2.2    GENERAL PLAN AND ZONING CONSISTENCY**

The parcel is designated “Rural Residential” in the Glenn County General Plan and is zoned “RE-5” (Rural Residential Estate, 4.25-acre minimum parcel size). The project site currently has one residence and the proposed second residence is a permitted use within “RE-5” zoning. The project is consistent with surrounding land use because the area consists of rural residential uses associated with agricultural use. The proposal is consistent with zoning and the General Plan.

## **2.2.1 “RE-5” Exclusive Agriculture (Glenn County Code Chapter 15.350):**

### Permitted Uses (Glenn County Code §15.350.020):

The proposed second residence is a permitted use under Glenn County Code §15.350.020(N). *One second dwelling subject to Chapter 15.175.*

### Maximum Building Height (Glenn County Code §15.350.070):

The proposed height of the residence is approximately 16 feet; therefore, it will not exceed the maximum height of thirty-five feet for residential structures within Rural Residential Estate zoning.

### Minimum Yard Requirements (Glenn County Code §15.350.060):

Plot plan depict front, side and rear yards all exceeding 30 feet; therefore, minimum yard requirements will be met.

## **2.2.2 Second Dwellings (Glenn County Code Chapter 15.175):**

### Standards (Glenn County Code §15.175.020):

- A. A proposed second dwelling shall be permitted only after an application has been filed with the planning authority.*
- B. All proposed second dwellings shall meet the standards in Chapter 15.590.*
- C. After a determination by the Planning Director that the proposed second dwelling meets all applicable standards, the application shall be approved.*

## **2.2.3 Minimum Residential Construction Standards (Title 15 Unified Development Code, Chapter 15.590):**

### Applicability (Glenn County Code §15.590.020):

*All single-family dwellings, mobilehomes, modular homes and temporary dwellings shall meet the minimum residential construction standards set forth in this Chapter.*

### Standards (Glenn County Code §15.590.020):

- A. All single-family dwelling units permitted under the zones established under Chapter 15.300 shall meet the following:*
  - 1. All units shall be attached to a permanent foundation, pursuant to Health and Safety Code Section 18551. The proposed residence shall be placed on a permanent foundation system.*
  - 2. An efficiency dwelling unit, as defined in Section 17958.1 of the California Health and Safety Code, shall be allowed provided that it meets all requirements of the building code. At 1,512 square feet, the proposed secondary residence is not an efficiency dwelling.*

3. *Mobile homes shall be certified under the National Manufactured Home Construction and Safety Standards Act of 1974 and be at least constructed after 1979. Manufactured homes, as defined in Section 18007 of the California Health and Safety Code shall be allowed provided they meet the requirements of this chapter. All mobile homes shall install skirting prior to the final inspection by the building division.*
  4. *All units shall be designed so that exterior walls are framed with a minimum of two inch by four inch (nominal) studs. The walls will be framed with 2 inch by 6 inch studs.*
- B. *All second dwelling units shall meet the following:*
1. *All units shall meet the requirements of paragraph (A) of this subdivision.*
  2. *Attached second units shall have their own entrance separate from the primary dwelling. An entrance common area which then provides access to each individual dwelling unit shall be acceptable. The proposed secondary residence is not attached to the primary dwelling; therefore, it is not applicable.*
  3. *The requirements of Chapter 15.610 shall be waived in the event that there is insufficient space to park one vehicle in addition to the parking required for the primary dwelling. There is sufficient space for one additional parking space.*
  4. *In accordance with California Government Code Sections 65852.2 (a)(1)(B)(i) and 68582.2(c), no maximum size is imposed on second dwellings provided that it does not exceed lot coverage requirements. At 1,512 square feet the second residence will not exceed lot coverage requirements.*
- C. *Travel trailers, recreational vehicles, or other similar vehicles capable of travel on public roadways shall not be allowed as a dwelling. The proposed development is a permanent structure.*

Exceptions (Glenn County Code §15.590.050):

- A. *Travel Trailers and mobile homes not meeting the above standards located in mobile home or manufactured housing parks or trailer parks subject to the applicable provisions of the Health and Safety Code of the State of California, or in any public camping ground. Not Applicable.*
- D. *Mobilehomes that meet all of the applicable requirements of section 15.590.020, except for the requirement that the mobile home be 1980 model year or newer, may be permitted in the Agricultural zone, provided that an inspection by the Building Inspector confirms compliance with all other requirements in this Chapter. Not Applicable.*
- C. *Mobilehomes placed on an individual lot in accordance with applicable laws and ordinances at the time of installation may remain at the existing location. The permitted use of such mobilehome shall run with the land and shall be transferable to subsequent purchasers. If such mobilehome is moved within the county it must be installed in conformance with this chapter. Not Applicable.*

## **2.3 GENERAL PROVISIONS**

### **Flood Zone Designation:**

Flood Zone “X” (shaded) and “A” according to Flood Insurance Rate Map (FIRM) No. 06021C0165D, dated August 5, 2010 issued by the Federal Emergency Management Agency (FEMA). Flood Zone “X” (shaded) is one of the areas of minimal flood hazard with a 0.2% annual chance (or 500 year) flood. Flood Zone “A” is one of the Special Flood Hazard Areas (SFHAs) inundated by the 1% annual chance flood event. No base flood elevations or base flood depths are shown within either zone. Since the building site is not within the boundaries of Flood Zone A, as designated by FEMA, a Flood Elevation Certificate will not be required before issuance of a Building Permit.

### **Environmental Health Regulations:**

The applicant will be required to comply with all domestic well and sewage disposal system regulations prior to issuance of a building permit for the second residence.

## **3 PUBLIC BENEFIT**

Housing is desirable because it will increase the housing stock in the County and housing opportunities for families. The proposed second residence is consistent with the “AE-40” zoning. Additionally, the State Legislature has declared that “...second units are a valuable form of housing in California” (Government Code §65852.150).

## **4 NOTICE TO APPLICANT/AGENT**

This Administrative Permit is not a building permit. It is the applicant’s responsibility to secure the necessary permits from all affected federal, state, and local agencies.

## **5 FINDING**

In accordance with §15.175.020 of the Glenn County Code, it is determined that the proposed second dwelling meets all applicable Glenn County codes.

**CONDITIONS OF APPROVAL**

**Administrative Permit 2019-001**

APN: 044-280-069

Single-family (second) residence

1. That the project activities shall be confined to those areas as shown on the Site Plan being identified as Exhibit "A" as submitted and on file at the Glenn County Planning & Community Development Services Agency.
2. That this Administrative Permit shall expire if it is not executed within one (1) year from its approval date. Execution of the permit is defined as having had substantial physical construction and/or use of the property in reliance on the permit or application for a building permit has been made.

**Acknowledgment:**

I hereby declare that I have read the foregoing conditions, that they are in fact the conditions that were imposed upon the granting of this permit, and that I agree to abide fully by said conditions. Additionally, I have read the staff report and I am aware of codified county, state, and/or federal standards and regulation that shall be met with the granting of this permit.

Signed: \_\_\_\_\_  
Angelo Poli, Property Owner

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
Ashley Poli, Property Owner

Date: \_\_\_\_\_



ADM

2019-001

GLENN COUNTY  
PLANNING AND COMMUNITY DEVELOPMENT SERVICES AGENCY  
777 North Colusa Street  
WILLOWS, CA 95988  
(530) 934-6540  
FAX (530) 934-6533  
[www.countyofglenn.net](http://www.countyofglenn.net)

**APPLICATION FOR ADMINISTRATIVE PERMIT –  
RESIDENTIAL DWELLING**

NOTE: FAILURE TO ANSWER APPLICABLE QUESTIONS AND REQUIRED ATTACHMENTS COULD DELAY THE PROCESSING OF YOUR APPLICATION.

1. Applicant(s):

Name: Ashley Poli

Mailing Address: 6077 Frances Ln

Phone: (Business) \_\_\_\_\_ (Home) 321-3028

Fax: \_\_\_\_\_ E-mail: ashleypoli@glenn.ca

2. Property Owner(s):

Name: Angela + Ashley Poli

Mailing Address: Same

Phone: (Business) \_\_\_\_\_ (Home) \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

3. Engineer/Person who Prepared Site Plan (if applicable):

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (Business) \_\_\_\_\_ (Home) \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

4. Name and address of property owner's duly authorized agent (if applicable) who is to be furnished with notice of hearing (Section 65091 California Government Code).

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

5. Request or Proposal:

2nd Residence  
\_\_\_\_\_  
\_\_\_\_\_

6. Address and Location of Project: 4646 Co Rd. FF Mend 95463

7. Current Assessor's Parcel Number(s): 44-280-69

8. Existing Zoning: \_\_\_\_\_

9. Existing Use of Property: \_\_\_\_\_

10. Provide any additional information that may be helpful in evaluating this proposal

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. Please provide the following building information:

Height of structure: 1 story

Pitch of roof: \_\_\_\_\_

Dimensions: 24 ' x 48 ', \_\_\_\_\_ ft<sup>2</sup>

Siding material: Hardy Board

Roof material: Shingle/Comp

Exterior stud size: 4x4

Roof overhang length: Gutter

Mobile home: Yes ☒ No ☐

Model Year: 1994

Model Number: Spring Hill 3483B

Manufacturer: Fleetwood

**DECLARATION UNDER PENALTY OF PERJURY**

(Must be signed by Applicant(s) and Property Owner(s))

(Additional sheets may be necessary)

The Applicant(s) and/or Property Owner(s), by signing this application, shall be deemed to have agreed to defend, indemnify, release and hold harmless the County, its agents, officers, attorneys, employees, boards and commissions from any claim, action or proceeding brought against the foregoing individuals or entities, the purpose of which is to attack, set aside, void or null the approval of this development entitlement or approval or certification of the environmental document which accompanies it, or to obtain damages relating to such action(s). This indemnification agreement shall include, but not be limited to, damages, costs expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of the entitlement whether or not there is concurrent passive or active negligence on the part of the County.

Applicant(s):

Signed: Ashley

Print: Ashley Polio

Date: 6/10/19

Address: 6177 Francisco Ln Orland CA 95963

I am (We are) the owner(s) of property involved in this application and I (We) have completed this application and all other documents required.

I am (We are) the owner(s) of the property involved in this application and I (We) acknowledge the preparation and submission of this application.

I (We) declare under penalty of perjury that the foregoing is true and correct.

Property Owner(s):

Signed: Ashley Car R

Print: Ashley Polio Angela Polio

Date: 6/10/19

Address: Same





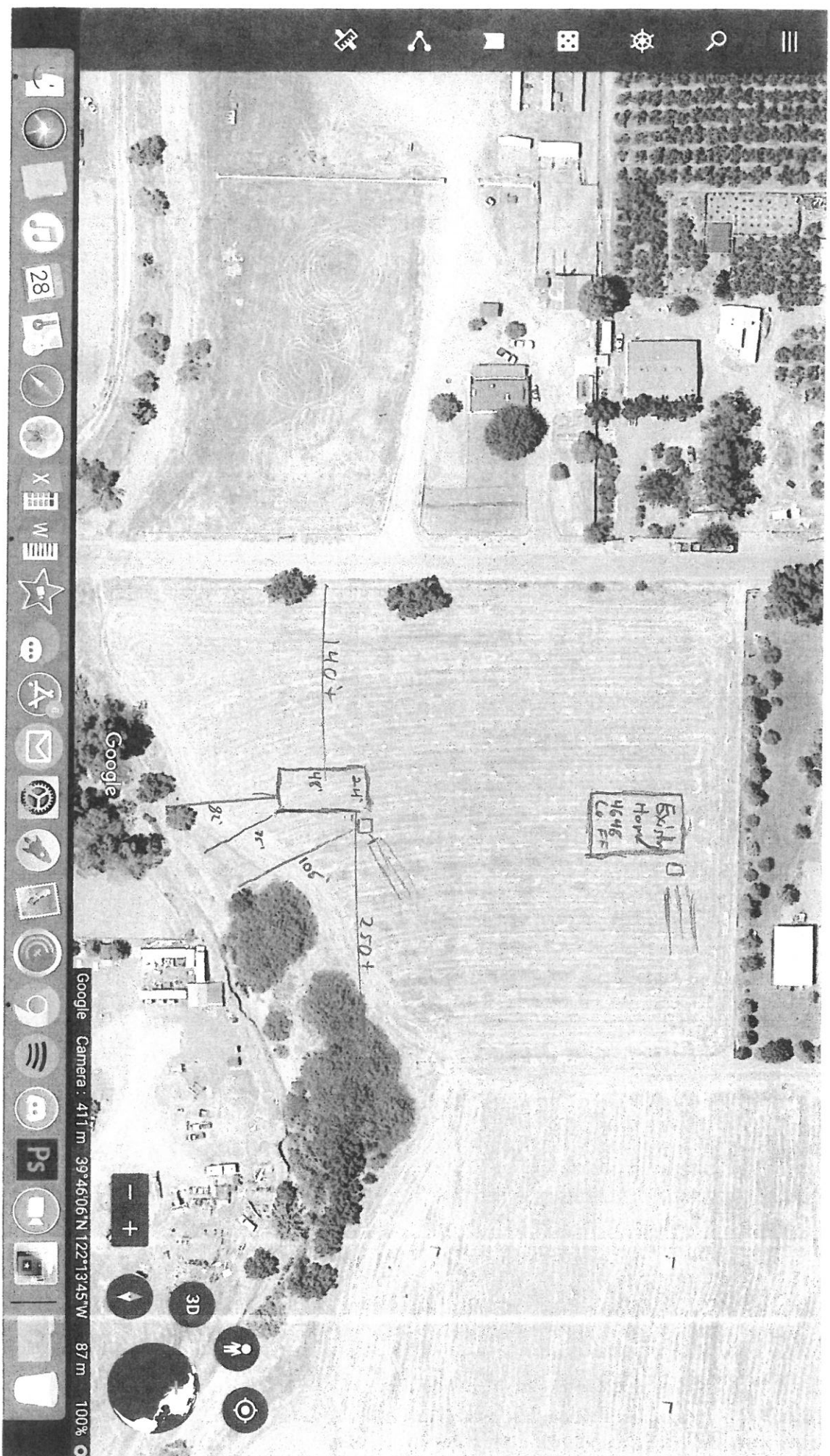
**PARCEL MAPS**  
 BKK. 3, PG. 84  
 BKK. 3, PG. 91  
 BKK. 3, PG. 92  
 BKK. 4, PG. 15  
 BKK. 4, PG. 84  
 BKK. 5, PG. 40  
 BKK. 10, PG. 15  
 BKK. 10, PG. 27  
 BKK. 10, PG. 30  
 BKK. 10, PG. 81  
 BKK. 10, PG. 83  
 BKK. 11, PG. 6

County of Glenn, Calif.

NOTE - Assessor's Block Numbers Shown in Ellipses  
Assessor's Parcel Numbers Shown in Circles

1974

REV.  
2-7-94  
1-25-95  
1-19-99



Google Camera: 411m 39.74606°N 122.1345°W 87m 100%

Recorded at the request of:  
TIMIOS TITLE COMPANY

06/28/2017 10:18 AM  
Fee: \$99.50 Pgs: 2

OFFICIAL RECORDS  
Charles M. Meriam, Clerk-Recorder  
Glenn County, CA

**Prepared By:**  
Timios Title, A California Corporation  
250 W. Sycamore St.  
Willows, CA 95988  
No: 134355

**After Recording Return And  
Mail Tax Statements To:**  
ANGELO POLI  
ASHLEY POLI  
6177 FRANCES LANE  
ORLAND, CA 95963

SPACE ABOVE THIS LINE FOR RECORDER'S USE

A.P.N. NO. 044-280-069-000

### GRANT DEED

The undersigned grantor(s) declare(s):

City transfer tax is \$0.00

County Transfer Tax is \$82.50

Monument preservation fee is \$0.00

( X ) computed on full value of property conveyed, or

( ) computed on full value less value of liens and encumbrances remaining at time of sale.

(X ) Unincorporated area: ( ) City of ORLAND, and

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,  
WILLIAM ANDREW LOFF AND JOHN EDWARD LOTT, CO-TRUSTEES OF THE PORRAS FAMILY  
TRUST, DATED FEBRUARY 26, 2001

hereby GRANTS to ANGELO POLI and ASHLEY POLI, HUSBAND AND WIFE AS JOINT TENANTS

the following described real property in the County of GLENN, State of California:

PARCEL TWO AS SHOWN OR DESIGNATED ON THAT CERTAIN PARCEL MAP FILED FOR RECORD  
IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF GLENN, STATE OF  
CALIFORNIA, ON SEPTEMBER 24, 1996 IN BOOK 11 OF PARCEL MAPS, AT PAGE 77.





06/23/2017

THE PORRAS FAMILY TRUST, DATED FEBRUARY 26, 2001

William Andrew Loff  
WILLIAM ANDREW LOFF, CO-SUCCESSOR  
TRUSTEE

John Edward Loff  
JOHN EDWARD LOFF, CO-SUCCESSOR  
TRUSTEE

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

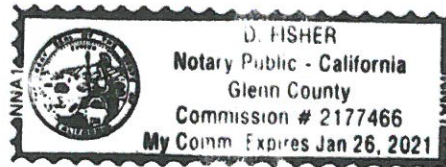
State of CALIFORNIA  
County of GLENN

On June 27, 20 17, before me, D. Fisher, a notary public, personally appeared, WILLIAM ANDREW LOFF AND JOHN EDWARD LOFF, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

D. Fisher  
Signature of Notary Public



(Notary Seal)

