

GLENN COUNTY
Planning & Community Development Services Agency

225 North Tehama Street
Willows, CA 95988
530.934.6540
www.countyofglenn.net



Donald Rust, Director

Redline Installations
Ruth Jones
13407 Garner Lane
Chico, CA 95973

**RE: Administrative Permit 2021-001 Bay, Second Residence
"AE-40" Exclusive Agriculture**

April 5, 2021

To Whom It May Concern,

The application for an Administrative Permit for a second residence in the "AE-40" (Exclusive Agriculture) zoning district is an allowed use under the Glenn County Code.

On April 5, 2021, 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 Compliance Requirements. Please sign the Compliance Requirements where indicated and submit to the Glenn County Planning & Community Development Services Agency, 225 North Tehama 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,

Andy Popper
Senior Planner
apopper@countyofglenn.net

Cc: Glenn County Building Official
Glenn County Environmental Health
Glenn County Assessor's Office
Glenn County Public Works

Bay Living Trust

GLENN COUNTY
Planning & Community Development Services Agency

225 North Tehama Street
Willows, CA 95988
530.934.6540
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Donald Rust, Director

STAFF REPORT

DATE: April 5, 2021
TO: Donald Rust, Director
FROM: Andy Popper, Senior Planner
RE: **Administrative Permit 2021-001 Bay, Second Residence**
"AE-40" Exclusive Agriculture

Attachments:

1. Compliance Requirement
2. Application Materials
3. Site Plan

1 PROJECT SUMMARY

Redline Installations has applied for an Administrative Permit (Second Residence) to establish an 1,863± square foot manufactured home. There is one existing residence on the site; therefore, an Administrative Permit for Second Residence is required per Glenn County Code §15.330.030.S. The proposed residence has overall dimensions of 27 feet by 68 feet with a peak height of approximately 15 feet.

The project site is located at 6236 County Road 35, east of County Road D, south of County Road 33, west of County Road H, and approximately 1.5 miles west of Artois, in the unincorporated area of Glenn County, California.

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 proposed is consistent with the land use in this area. The sites zoning of Exclusive Agriculture allows for a second residence with and approved Administrative Permit.

The existing residence, with a proposed second residence, is consistent with the zoning of Exclusive Agriculture. This zoning allows for a 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 (CEQA) Article 18 (Statutory Exemptions), §15268(a) & (c) (Ministerial Projects).

2.2 GENERAL PLAN AND ZONING CONSISTENCY

The site is designated “Intensive Agriculture” in the Glenn County General Plan and is zoned “AE-40” (Exclusive Agriculture, 36-acre minimum parcel size). The project site currently has one residence and the proposed second residence is a permitted use within “AE-40” 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 “AE” EXCLUSIVE AGRICULTURE ZONE (Glenn County Code Chapter 15.330):

Permitted Uses (Glenn County Code §15.330.030):

The proposed second residence is a permitted use under Glenn County Code §15.330.030.S.

Maximum Building Height (Glenn County Code §15.330.060):

The peak height of the proposed structures (15 feet) will meet the height requirement for the Exclusive Agriculture Zone (35 Feet). §15.330.060.A.

Minimum Yard Requirements (Glenn County Code §15.330.080):

The proposals front, side, and rear yards exceed 30 feet; therefore, the minimum yard requirements for the Exclusive Agriculture Zone will be met. §15.330.080.

2.2.2 MINIMUM RESIDENTIAL CONSTRUCTION STANDARDS (Title 15 Unified Development Code, Chapter 15.590):

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. 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. The proposed is a new manufactured home; therefore, not applicable.

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 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, 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. The lot size is approximately 3.229 acres, and there is sufficient space for additional parking.*
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. 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 modular home structure; therefore, this section is not applicable.*

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. The proposed is not a travel trailer; therefore, not applicable.*
- B. *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. The Glenn County Building Division will confirm compliance with all Building Requirements.*

- 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. If the home is relocated permits would be required by Glenn County Building Division.

2.3 GENERAL PROVISIONS

Flood Zone Designation:

The area of the proposed Lot Line Adjustment is located within Flood Zone "X"; according to Flood Insurance Rate Map (FIRM) No. 06021C 0601D, dated August 5, 2010, issued by the Federal Emergency Management Agency (FEMA).

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 STANDARDS

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.

COMPLIANCE REQUIREMENTS

Administrative Permit 2021-001

APN: 020-200-006

Administrative Permit – 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: _____ Date: _____

Redline Installations, Applicant

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

**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: Redline Installations / Ruth Jones

Mailing Address: 13407 Garner Ln. Chico, CA 95973

Phone: (Business) 530-891-6719 (Home) _____

Fax: 530-891-6720 E-mail: permit@redlineinstall.com

2. Property Owner(s):

Name: Bay Living Trust

Mailing Address: PO Box 113, Artois, CA 95913

Phone: (Business) _____ (Home) 530-586-1363

Fax: _____ E-mail: rachelroman90@outlook.com

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

Name: N/A - Same as applicant

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: Brett Romano 530-586-1363

Mailing Address: PO Box 113, Artois, CO 95913

5. Request or Proposal:

Install new MH - second dwelling 1836 sf
with new septic system

6. Address and Location of Project: 6236 County Rd 35, Artois

7. Current Assessor's Parcel Number(s): 020-200-006

8. Existing Zoning: AE-40

9. Existing Use of Property: Residence

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

11. Please provide the following building information:

Height of structure: ≈ 15'

Pitch of roof: 3:12

Dimensions: 27' x 68', 1836 ft²

Siding material: vertical smartpanel

Roof material: composition

Exterior stud size: 2 x 6

Roof overhang length: 14"

Mobile home: Yes No

Model Year: 2021

Model Number: ING 684F

Manufacturer: CMH MFG West Inc.

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: Ruth Jones

Print: Ruth Jones - Redline Installations

Date: 12/18/2020

Address: 13407 Garner Ln. Chico, Ca 95973

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: Margaret Bay

Print: Margaret Bay

Date: 3-2-2021

Address: P.O. Box 113, Artois, Ca. 95913

2020-5191

Recorded at the request of:
TIMIOS TITLE COMPANY

12/22/2020 11:14 AM
Fee: \$23.00 Pgs: 4

OFFICIAL RECORDS
Sandy Perez, Clerk-Recorder
Glenn County, CA

RECORDING REQUESTED BY:
TIMIOS TITLE
No: 71-00187760

After Recording Return And
Mail Tax Statements To:
MARGARET BAY
PO BOX 113
ARTOIS, CA 95913

SPACE ABOVE THIS LINE FOR RECORDER'S USE

A.P.N. NO. 020-200-005-000, 020-200-006-000

LOT LINE GRANT DEED

The undersigned grantor(s) declare(s):

City transfer tax is \$0.00

County Transfer Tax is \$0.00

Monument preservation fee is \$0.00

computed on full value of property conveyed, or

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

Unincorporated area: City of WILLOWS, and

This document is exempt from GC 27388.1, Building Homes & Jobs Tax as it is subject to the imposition of documentary transfer tax.

This document is exempt from GC 27388.1, Building Homes & Jobs Tax as it transfers a residential dwelling to an owner-occupier.

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,
MARGARET BAY, TRUSTEE OF THE BAY SURVIVORS' TRUST AND MARGARET BAY, TRUSTEE OF THE BAY FAMILY TRUST, IN EQUAL UNDIVIDED INTEREST hereby GRANTS to
MARGARET BAY, TRUSTEE OF THE BAY SURVIVORS' TRUST AND MARGARET BAY, TRUSTEE OF THE BAY FAMILY TRUST, IN EQUAL UNDIVIDED INTEREST

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

SEE ATTACHED LEGAL

Exhibit "A" Lot One

Exhibit "A" Lot Two



12/17/2020
THE BAY SURVIVORS' TRUST

THE BAY FAMILY TRUST

Margaret Bay
MARGARET BAY, TRUSTEE

Margaret Bay
MARGARET BAY, 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.

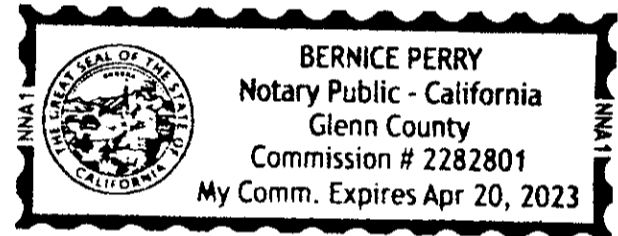
State of CA
County of GLENN

On 12-21, 20 20, before me, Bernice Perry, a notary public, personally appeared, MARGARET BAY, 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.

Bernice Perry
Signature of Notary Public



(Notary Seal)



EXHIBIT "A"
Lot One

All that certain real property situated in the County of Glenn, State of California described as follows.

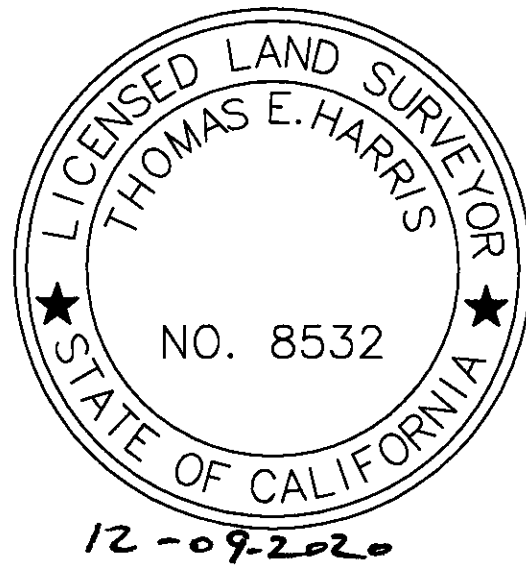
A portion of the Southwest One-Quarter of Section 5, Township 20 North, Range 3 West, Mount Diablo Meridian and more particularly described as follows:

Beginning at a point on the South line of said Southwest One-Quarter, from which point the South Quarter corner of said Section 5 bears South 89°49'21" East, 330.00 feet; thence along said South line North 89°49'21" West, 219.71 feet; thence leaving said South line, North 00°48'00" West, 636.55 feet; thence South 89°49'21" East 254.05 feet; thence South 00°48'00" East, 198.00 feet; thence South 06°00'00" West, 290.00 feet; thence South 00°48'00" East, 150.00 feet, more or less, to the Point of Beginning.

Containing 3.48 acres, more or less

Subject to easements of record.

End of description.



Thomas E. Harris
Thomas E. Harris
Licensed Land Surveyor No. 8532

The Purpose of this description is to effect Lot Line Adjustment No. 2020-002 as approved by the Glenn County Planning and Community Development Services Agency on November 30, 2020 and that the property boundary lines described in Book 460 of Official Records at Page 91, records of the County of Glenn are deleted and that no additional parcels are being created.



EXHIBIT "A"
Lot Two

All that certain real property situated in the County of Glenn, State of California described as follows.

The Southwest One-Quarter of Section 5, Township 20 North, Range 3 West, Mount Diablo Meridian.

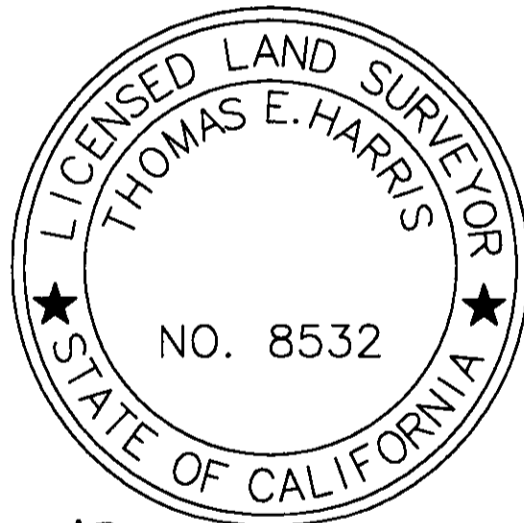
EXCEPTING THEREFROM THE FOLLOWING:

Beginning at a point on the South line of said Southwest One-Quarter, from which point the South Quarter corner of said Section 5 bears South 89°49'21" East, 330.00 feet; thence along said South line North 89°49'21" West, 219.71 feet; thence leaving said South line, North 00°48'00" West, 636.55 feet; thence South 89°49'21" East 254.05 feet; thence South 00°48'00" East, 198.00 feet; thence South 06°00'00" West, 290.00 feet; thence South 00°48'00" East, 150.00 feet, more or less, to the Point of Beginning.

Containing 156.52 acres, more or less.

Subject to easements of record

End of Description.



12-09-2020

Thomas E. Harris

Thomas E. Harris

Licensed Land Surveyor No. 8532

The purpose of this description is to effect Lot Line Adjustment No. 2020-002 as approved by the Glenn County Planning and Community Development Services Agency on November 30, 2020 and that the property boundary lines described in Book 460 of Official Records at Page 91, records of the County of Glenn are deleted and that no additional parcels are being created.



CO RD 35

40'

APN: 020-200-006 3.229 ac.
Site: 6236 Co Rd 35
 Artois, CA 95913
Owner: Bay Living Trust
 530-586-1363 Brett
 Ruth Jones
Contact: Redline Installations, Inc.
 (530) 891-6719, Ext. 216
 permit@redlineinstall.com

Proposed New Manufactured Home on PFS:
 27' x 68' (1836 sqft)

SITE MAP SCALE: 1" = 40'

