



**SHASTA LAKE PLANNING COMMISSION**  
**REGULAR MEETING AGENDA**  
**AUGUST 7, 2025**  
**6:00 P.M.**

**Shasta Lake City Council Chambers**  
4488 Red Bluff Street ■ Shasta Lake, CA 96019

**Chair:** Darlene Brown

**Vice Chair:** Cherrel Kirkland

**Planning Commissioners:** Jeff Bowman, Gracious Palmer, Randy Trotter

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**OTHER WAYS TO PARTICIPATE IN THE MEETING**

- Watch a livestream of the meeting online or view the recording any time after the meeting concludes at the following: [cityofshastalake.gov/meetings](http://cityofshastalake.gov/meetings)
  - Submit public comment electronically before the meeting to: [claam@cityofshastalake.gov](mailto:claam@cityofshastalake.gov). Public comments by email will be read into the record during consideration of the item the comment addresses. Each public comment will be limited to three minutes of reading. Include the item number you are commenting on in the subject line of the email. Once the vote has taken place on an item, no additional public comments will be accepted.
  - Submit public comment by mail addressed to City Clerk, City of Shasta Lake, PO Box 777, Shasta Lake, CA 96019. Mailed comments must be received one day prior to the meeting to be included.
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**1.0 6:00 PM CALL TO ORDER – REGULAR MEETING**

1.1 Statement for the record of Planning Commissioners Present

1.2 Pledge of Allegiance

**2.0 APPROVAL OF PLANNING COMMISSION MEETING MINUTES**

2.1 Approval of Minutes for the Planning Commission Regular Meeting of June 5, 2025. (pg. 5)

**3.0 PUBLIC COMMENT - for non-agendized matters within the City's jurisdiction.**

*Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time. Comments should be limited to matters within the pervuew of the Planning Commission. Pursuant to The Brown Act, the Planning Commission cannot take action on Public Comment Items.*

**4.0 PLANNING COMMISSION REGULAR AGENDA**

4.1 None

**5.0 PUBLIC HEARING**

5.1 **Use Permit 23-03, for the construction and operation of a 7-Eleven convenience store and fueling station, filed by VAI, Mike Singelyn (continued from June 5, 2025, regular meeting and July 17, 2025, special meeting). (pg. 7)**

**Requested Action:** Staff recommends that the Commission approve the project with significant modifications, including removing heavy truck fueling.

This involves the following:

- Removing the heavy truck diesel fuel pumps.
- Redesign and relocate the primary site access so that it is no closer to the adjacent use (McDonald's) than the existing encroachment. This will provide a minimum separation between driveways of approximately 120 feet.
- Allow the director to approve necessary modifications to the site layout and circulation pattern to facilitate the approval.

**Environmental Determination:** This project requires a Mitigated Negative Declaration per CEQA Guidelines §15074. -California Environmental Quality Act.

## **5.2 Use Permit 20-01, Cascade Village -Amendment to Use Permit – Fall River (pg. 55)**

**Requested Action:** Staff recommends that the Planning Commission approve an amendment to the Cascade Village Use Permit 20-01 to allow a tap house and retail sales for Fall River Brewing Company at 4617 Shasta Dam Blvd.

Staff further recommends that the Planning Commission adopt a resolution finding the amendments consistent with the original environmental determinations.

**Environmental Determination:** Class 1 (Existing Facilities) per Section 15301 of the California Environmental Quality Act Guidelines (CCR Title 14, Chapter 3, Article 19, Section 15301)

## **5.3 Rezone 23-01 – Interim Zoning Ordinance Extension (pg. 67)**

**Requested Action:** Staff recommends that the Commission review the information in the staff report and consider testimony provided during the public hearing, and if determined appropriate, recommend to the City Council that they:

- Find the proposed ordinance amendments exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15168 (c)(2)); and
- Adopt the ordinance amending specified sections of Chapter 17.04 - “2040 General Plan” of City of Shasta Lake Municipal Code as set forth in the attached resolution and draft ordinance, including its attachments and exhibits, thereby readopting and extending the City of Shasta Lake Interim Zoning Ordinance and related Interim Zoning Overlay Maps.

**Environmental Determination:** Exempt pursuant to CEQA Guidelines Section 15168 (c)(2)

## **6.0 COMMUNICATIONS / REPORTS**

**6.1** Planning Commissioner's Reports

**6.2** City Staff Reports

**6.3** Information Items

## **7.0 ADJOURNMENT**

*Meetings are broadcast on the Wednesday following the meeting at 6:00 PM and the following Friday at 2:00 PM on Charter Channel 181. Videos of meetings are also available through the City website:*

*[www.cityofshastalake.gov](http://www.cityofshastalake.gov)*

*In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call (530) 275-7407. Notification 48 hours prior to the meeting is requested to enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).*





**SHASTA LAKE PLANNING COMMISSION**  
**REGULAR MEETING MINUTES**  
**June 5, 2025**  
**6:00 P.M.**

**Shasta Lake City Council Chambers**  
4488 Red Bluff Street ■ Shasta Lake, CA 96019

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**1.0 6:00 PM CALL TO ORDER – REGULAR MEETING**

**1.1 Chair Brown** stated for the record that Brown, Kirkland, Palmer and Trotter were all present.

*Commissioner Bowman was not in attendance*

**1.2 Commissioner Kirkland** led the Pledge of Allegiance

**2.0 APPROVAL OF PLANNING COMMISSION MEETING MINUTES**

**2.1 A motion was made/seconded (Trotter/Kirkland) and passed to Approve** Minutes for May 1, 2025, Planning Commission Meeting

**3.0 PUBLIC COMMENT PERIOD - for non-agendized matters within the City's jurisdiction.**

**3.1** There was no public comment.

**4.0 PLANNING COMMISSION REGULAR AGENDA**

**4.1** None

**5.0 PUBLIC HEARING**

**5.1 Use Permit 25-01, to include the sale and onsite consumption of beer and wine, filed by Oasis Fun Center**

Trevor Smith, Oasis Fun Center Owner/Presenter

Public Comment

Marla Rose, Shasta Lake Resident

**A motion was made/seconded (Trotter/Kirkland) and carried, the item was approved.**

*Commissioner Palmer voted opposed to the item.*

**5.2 Use Permit 23-03, for the construction and operation of a 7-Eleven convenience store and fueling station, filed by VAI, Mike Singelyn**

Mike Singelyn, 7-Eleven presenter

Public Comment

Alexa Garofono, McDonald's Owner  
Barbara Lynn, Shasta Lake Resident  
Jazz Singh Sahota, Shasta Lake Business Owner  
Kipp Heidel, Shasta Lake Resident  
Sonia Randhawa, Shasta Lake Business Owner  
Ginger Holdaway, Shasta Lake Resident  
Gary Due, Shasta Lake Resident  
Jagdeep Randhawa, Shasta Lake Business Owner  
Rose Smith, Shasta Lake Resident  
Shayla Roberts, Shasta Lake Resident  
Jaspreet Gil, Shasta Lake Business Owner  
Manbier Singh, Shasta Lake Business Owner  
Beau, Shasta Lake Resident

**A motion was made/seconded (Palmer/Trotter)** and carried unanimously to continue the item to July 17, 2025.

**6.0 COMMUNICATIONS / REPORTS**

**6.1** Planning Commissioner's Reports

**6.2** City Staff Reports

**6.3** Information Items

**7.0 ADJOURNMENT:** With no further business, Chair Brown adjourned the meeting at 8:26pm.

***APPROVAL DATE: August 7, 2025***

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**Charity Tatlow, City Clerk**



## **CITY OF SHASTA LAKE**

PLANNING COMMISSION MEETING  
STAFF REPORT  
August 7, 2025

**Staff Assigned:** Peter Bird, Senior Planner

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<b>Project:</b>	<b>7-Eleven</b>
<b>File:</b>	UP 23-03
<b>Assessor's Parcel #</b>	007-390-031, 036, 038 and 039
<b>Location:</b>	1661 Cascade Boulevard
<b>Applicants</b>	VAI (Chase Partners, Ltd)
<b>Property Owner</b>	Valley Real Estate 84, LLC.
<b>Representatives</b>	Mike Singelyn
<b>Significant / Applicable Legal Authority</b>	California Environmental Quality Act (Public Resources Code) Title 17 (Zoning) of the City of Shasta Lake Municipal Code (SLMC) Title 5 (Business Licenses and Regulations) SLMC California Code of Regulations Title 24 (Building Code) Alcoholic Beverage Control Act (ABC)
<b>Environmental Determination:</b>	Mitigated Negative Declaration per CEQA Guidelines §15074. -California Environmental Quality Act (see qualification in environmental analysis)

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### **Summary**

On June 5, 2025, the Planning Commission conducted a duly noticed public hearing. Following the public hearing, the Planning Commission voted unanimously to continue action to a special meeting on July 17, 2025, so that the applicant could prepare an exhibit depicting the ultimate buildout of Cascade Boulevard, provide additional information regarding heavy truck traffic, and provide information about the project's fiscal impacts.

On July 17<sup>th</sup>, 2025, the Planning Commission conducted a public hearing for the continued project. Because the applicant did not provide the updated analysis of heavy truck traffic to staff with enough time for review, the Planning Commission agreed to continue the item to the next regularly scheduled meeting date of August 7<sup>th</sup>, 2025.

Background information related to previous meetings is included within the associated agenda packets for each meeting.

The following changes have been made to the July 17<sup>th</sup> Resolution:

1. Under section B. 1. The project description was modified to clarify that the approved uses for the project will be as established by the Commission action.
2. Condition Ten has been modified to include the following option:  
*“The locations of the driveway(s) serving the passenger fueling area will be adjusted to prevent conflicts with the McDonald’s entrance on Cascade Boulevard. A minimum of 120 feet of separation between the project entrance(s) and the McDonald’s entrance is required. **The City Engineer may approve an alternative configuration if McDonald’s and 7-Eleven consolidate encroachments.**”*
3. Because the city has received the updated traffic information, Condition 16 has been removed: *“Prior to Grading and Encroachment permit approval, the applicant shall update and provide recommendation of Level of Service (LOS) and Vehicle Miles Traveled (VMT) for the final proposed development using the latest Institute of Transportation Engineers (ITE) Trip Generation Manual and Office of Planning and Research (OPR) to the satisfaction of the City.”*
4. Condition 23 has been added to clarify CoSL expectations during the project development phases. *“The project floodplain analysis must be peer-reviewed to confirm that the project will not affect the floodplain and complies with all CoSL and FEMA standards. The developer shall provide a topographic analysis to confirm that the final project grading complies with the floodplain analysis. The developer will be responsible for all required actions that are necessary to comply with the analysis.”*

### **Updated Traffic Analysis Discussion**

The applicant provided an updated traffic memorandum to the city on July 17, 2025, which focused primarily on truck trips as requested by the Commission. Per the report, *“This supplemental memorandum has been prepared in response to the feedback received from the Planning Commission meeting. The memorandum specifically addresses trip generation information... by utilizing traffic volume data collected from three comparable gas station sites located in communities with roadway and land use characteristics similar to those found in the study area... The intent is to provide a more context-sensitive and locally calibrated forecast of project-generated traffic, recognizing that ITE trip rates, while widely used, may not fully capture regional travel behavior or operational characteristics.*

Staff has reviewed the memorandum and does not agree that the three stations are fully comparable to the project location.

The traffic memorandum results in the following conclusions:

- New trip generation estimates are 66 trips (75% lower) during the AM peak hour and 111 trips (66% lower) during the PM peak hour, significantly lower than the original ITE-based estimates of 274 AM and 252 PM peak hour trips.
- Based on the applicant's new analysis and the reduced trip generation, no new or exacerbated impacts would be anticipated at the study intersections beyond those identified in the original June 2024 TIS.
- From a 95% queue perspective, the southbound left turn queue would exceed the available storage by one to two car lengths (25 to 50 feet) in the AM peak hour.
- From a 95% queue perspective:

Under Cumulative No Build conditions, the northbound left turn queue is projected to exceed the available storage by one to two vehicle lengths at the Cascade Boulevard and Shasta Dam Boulevard intersection.

Under Cumulative Plus Project conditions, the northbound left turn queue is projected to exceed the available storage by one to two vehicle lengths at the Cascade Boulevard and Shasta Dam Boulevard intersection. Additionally, the eastbound left turn queue is also expected to exceed the available storage by two to three vehicles.

Will Bond, City Engineer, offers the following comments regarding the traffic memorandum. His complete response can be found in Attachment B.

*“In my opinion, it is difficult to assume that all fueling stations can be compared at face value, as there are differing conditions of both representative fueling stations assessed when compared to the proposed project. These factors include location, ingress/egress, commercial use density, existing traffic conditions, truck corridor volumes and proximity to (the) Interstate.*

*Based on the traffic counts for two representative sites when used for the proposed development, the TIS Memo B analysis concludes that the AM peak trips are a quarter of the number of trips anticipated from TIS Memo A and the PM peak trips are less than half of the trips anticipated in TIS Memo A. It is understandable that using real world counts makes for a better analysis, however the substantial drop in anticipated peak-hour trips when comparing the TIS Memos is difficult to fathom.*

*The difference in trip estimates between the two memos is substantial, with TIS Memo B suggesting far lower truck volumes than TIS Memo A. This raises questions about which methodology better reflects expected site-specific traffic. The conservative (higher) estimates in TIS Memo A may offer a more cautious planning approach, but real-world data in TIS Memo B could be more reflective of actual demand—if sites are truly comparable.*

Queuing may not be a major issue today, especially with only two fueling bays. But future conditions, increased demand, and site-specific access constraints could amplify risks, particularly if truck traffic patterns exceed the assumptions in TIS Memo B."

### **Driveway Encroachments**

The applicant and McDonald's have discussed efforts to consolidate driveway encroachments to reduce traffic conflicts in the project area due to the limited on-site stacking for the McDonald's drive-through. However, an official agreement have not been reached, but it may include a design similar to Figure 1.

### **Staff Recommendation**

Given the available information, staff recommends that the Commission approve the project with significant modifications, including removing heavy truck fueling.

This involves the following project changes:

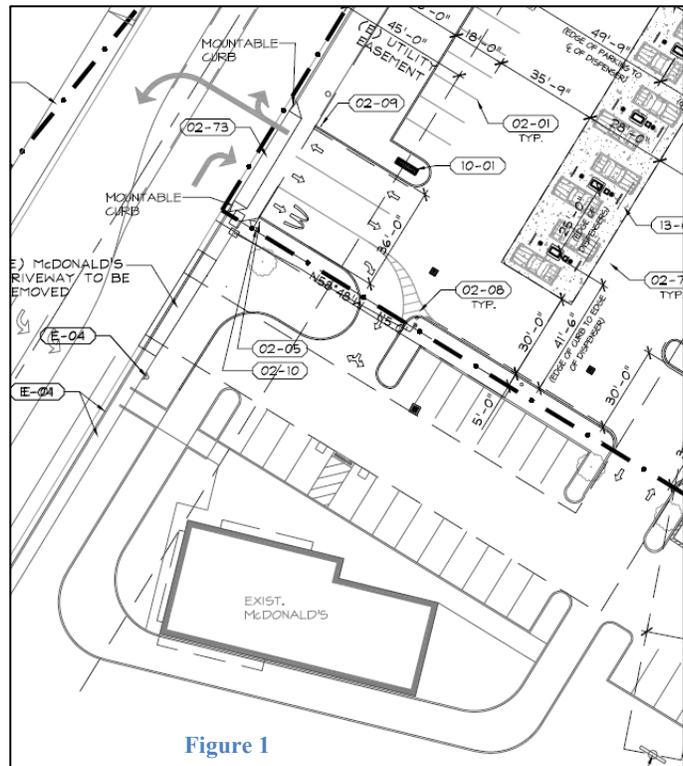
- Removing the heavy truck diesel fuel pumps.
- Redesign and relocate the primary site access so that it is no closer to the adjacent use (McDonald's) than the existing encroachment or consolidate entrances with McDonald's.
- Allow the director to approve necessary modifications to the site layout and circulation pattern to facilitate the final site design modifications .

The attached Resolution and the related conditions of approval reflect these modifications.

### **Environmental Clearance**

The City as lead agency under the California Environmental Quality Act (CEQA) has prepared a Mitigated Negative Declaration (MND) and supporting Initial Study for the project. It has provided public notice in compliance with Title 14, Chapter 3, Sections 15072 and 15073 of the California Code of Regulations. Staff recommends the Planning Commission adopts the MND pursuant to Section 15070 et seq. of the California Code of Regulations, Title 14, Chapter 3 (California Environmental Quality Act Guidelines).

Notice of the availability of the Mitigated Negative Declaration/Initial Study was provided for public and agency review as required by law. The notice of availability was



also posted with the State Office of Planning and Research CEQA Clearinghouse. The MND/Initial Study, comments received on the MND, and specific responses to relevant comments, are provided in the attachments to the IS/MND. The recommended staff modifications as conditions of approval would reduce the level of project impacts below those reflected in the MND project description.

### **Public Comments:**

On June 5, 2025, the Planning Commission conducted a noticed public hearing. The Planning Commission received thirteen oral public comments from interested parties during the June 5th meeting. Speakers raised concerns about an overconcentration of gas stations within the City of Shasta Lake, resulting in a loss of revenue and employees due to more competition, increased heavy truck traffic and traffic hazards on Cascade Blvd., and an increased potential for crime. .

On July 17, 2025, the Planning Commission received ten more comments and a petition requesting denial of the project. The comments echoed those from the first meeting, as well as adding new concerns regarding public safety:

1. Right-turning movements of heavy trucks.
2. Property damage from turning trucks.
3. The closure of Kennett Street and its impacts on area circulation.
4. The lack of a stop sign on Union School Road and the future Wonderland Boulevard intersection.
5. Slow turning movements of trucks turning onto Cascade Boulevard.
6. How future development will exacerbate the problems created by trucks at this site.
7. Negative infrastructure impacts due to additional heavy truck trips.
8. Increased danger to the safety of children due to the proximity of the project and increased heavy truck traffic to the school.
9. General incompatibility of the proposed use to the surrounding area and residents.

### **Planning Commission Options**

The Planning Commission has several options concerning the applicant's request at this time:

- 1. Approve the Use Permit as recommended by staff.** The Planning Commission may take action to approve the Use Permit by adopting the attached Resolution of Approval (Attachment D), as presented or as amended by the Planning Commission. The truck stop component of the project would not be constructed.
- 2. Continue action in order to obtain additional information or make significant changes to the resolution.** The Planning Commission may request additional information or require further investigations that are relevant to its decision. The Commission has the option to continue the matter to a future date to allow

necessary work to be completed. The next scheduled Commission meeting is September 4, 2025.

- 3. Deny the Use Permit.** The Planning Commission may determine, after hearing testimony during the public hearing, and based on the information in the record, that the required findings for approval cannot be made, and choose to deny the use permit. A denial should be based on specific detail supporting the decision of the Commission, and this should be reflected in the findings contained in the resolution (see Attachment B). If the Commission determines that it is necessary to deny the permit, it should provide direction of the specific reasons for the decision. This will require that the item be returned to the Planning Commission at your next meeting following modification of the resolution and findings to reflect the Commission decision.

**RECOMMENDED MOTION:**

Staff recommend the Commission make the following motion:

"I move the Planning Commission adopt the resolution approving Use Permit UP 23-03 as modified and adopt the Mitigated Negative Declaration and the associated Mitigation Monitoring and Reporting Program prepared for the project, subject to the findings and conditions of approval."

Enclosed:

- Attachment A: Cascade Boulevard Ultimate Buildout
- Attachment B: City Engineer Traffic Memo Letter
- Attachment C: Traffic Memo
- Attachment D: Modified Resolution

# **Attachment A: Cascade Boulevard Ultimate Buildout**





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Not a survey product.



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Map Produced: July 28, 2025

# Proposed Project Location

## Future Wonderland Blvd Circulation



15



**PROJECT  
LOCATION**



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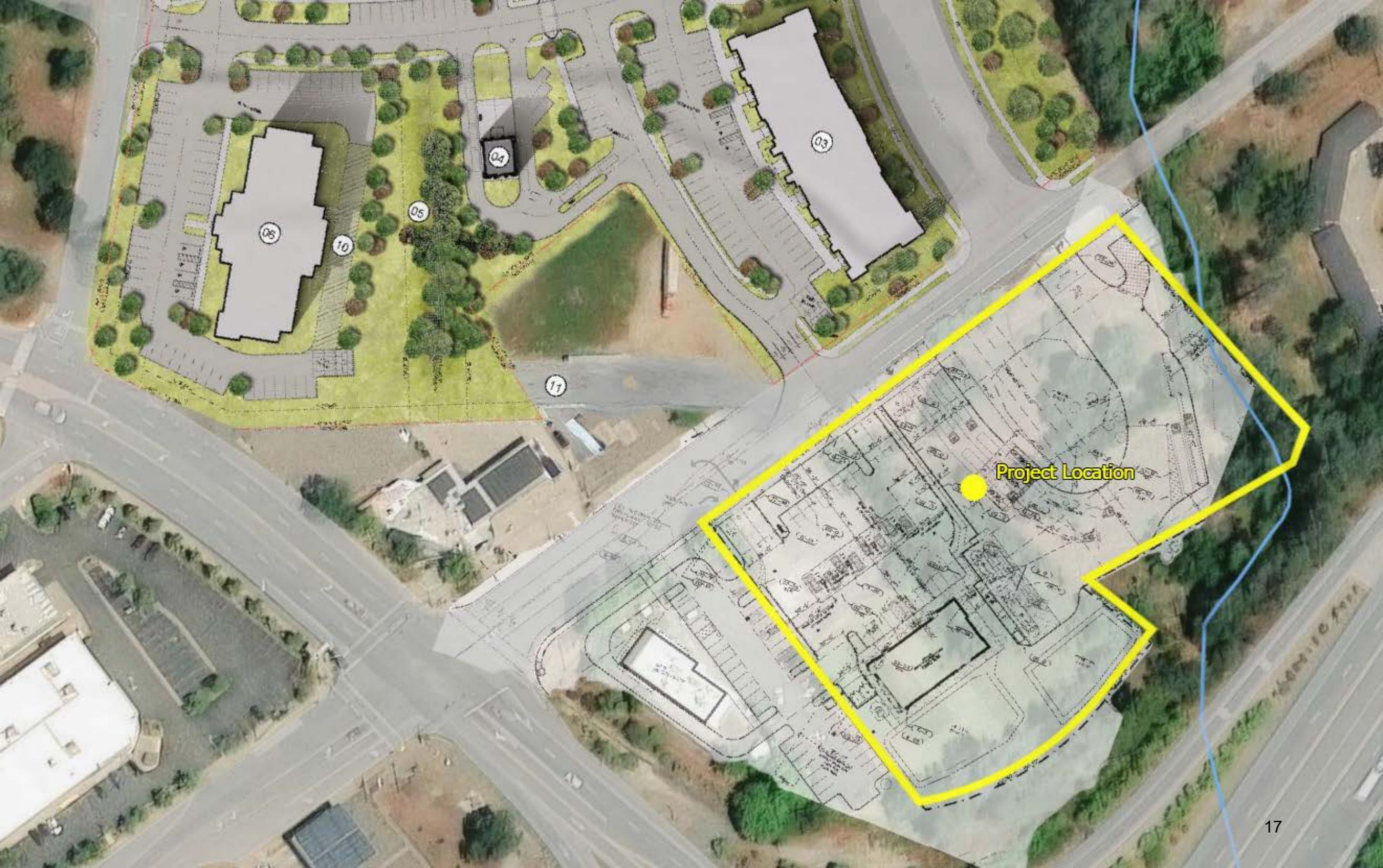
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Map Produced: July 28, 2025

# Proposed Project Location

## Future Wonderland Blvd Circulation







# **Attachment B: City Engineer Traffic Memo Letter**

Date: July 31, 2025

To: Peter Bird AICP, Senior Planner

From: Will Bond P.E, City Engineer/Public Works Director

Re: UP23-07, 7-Eleven Use Permit – Traffic Impact Studies

Peter,

Public Works & Engineering has reviewed the Traffic Impact Study - Technical Memorandums (TIS Memo) for the proposed 7-Eleven project, prepared by GHD. Below is my opinion comparing both of the TIS Memos. The two TIS Memos reviewed are as follows:

- A. TIS Memo dated 6-2-2024, prepared by GHD, using the Institute of Traffic Engineers (ITE) Trip Generation Manual, 11<sup>th</sup> Edition.
- B. TIS Memo dated 7-10-2024, prepared by GHD, using comparable fueling stations.

It should be noted that under my position as the City Engineer, I am also considered the City's Traffic Engineer & Safety Engineer per the City's municipal code section 10.08.020. I am not a licensed Traffic Engineer in the State of California and have limited knowledge in the Traffic Engineering profession. However, I do have a vast knowledge of transportation and land development engineering. This review is to note my opinion of the impact of the truck fueling stations, based on the information contained within the two TIS Memos.

#### **TIS Technical Memorandum (dated 6-2-2024)**

TIS Technical Memorandum dated 6-2-2024 (TIS Memo A) uses the ITE Trip Generation Manual to develop a daily number of trip generation for a convenience store/Gas Station and a truck fueling station. GHD then developed a peak hour factor to show how many vehicles would use both the convenience store and truck fueling stations. Per TIS Memo A, the AM peak hour trips would be 14.75 (round to 15) and the PM peak hour trips would be 15.25 (round to 15). TIS Memo A also assumed that there would be four (4) truck fueling stations in the design that was current when TIS Memo A was prepared. The developer has now proposed a reduced number of truck fueling stations to two (2). It is difficult for me to surmise that reducing the truck fueling pumps to accommodate two trucks equals half of the peak hour trips. However, assuming that the peak hour trips are cut in half to eight (8) trips, and it takes a half hour to fuel a

truck, then it seems plausible that enough room is proposed to handle eight (8) trucks in the peak hour.

There are other factors that should be considered with the truck fueling station:

1. The number of trucks that enter the site is likely inconsistent. In other words, eight (8) or more trucks could conceivably want to use the truck fueling station in less than an hour's time. This could create queuing on Cascade Blvd.
2. If such queueing occurs and a truck driver decides to pass by the fueling station, there is not currently a convenient way to travel back to the Interstate or Shasta Dam Blvd. when heading northbound on Cascade Blvd.
3. TIS Memo A discusses the peak hour truck trips (along with passenger vehicle trips) for the project type, along with project plus existing traffic (cumulative) for 2024 and 2045. TIS Memo A assumes that the increase in traffic will increase by 35% over the next 20 years. While TIS Memo A does not break out the truck trips in the cumulative analysis for 2024 & 2045, it is plausible to assume that the peak hour trips will increase 36%, which causes concern that queuing onto Cascade Blvd. will be an issue in the future.

It is my opinion based on the information in TIS Memo A, that the current design of the 7-Eleven is minimally adequate for the current for today's time period and has the potential to cause queuing in future.

### **TIS Technical Memorandum (dated 6-2-2024)**

TIS Technical Memorandum dated 7-10-2025 (TIS Memo B) took actual traffic counts from existing convenience stores with truck fueling stations. Two of the three examined sites should be used for consideration. The two stations that were examined are in Cottonwood, CA, and the other Woodland, CA. Both of which have a convenience store, passenger car, and truck fueling stations. Both representative sites are near Interstate 5.

Per TIS Memo B, the Cottonwood store (which has three (3) truck fueling pumps) produced two (2) large trucks in both the AM & PM peak.

Per TIS Memo B, the Woodland store (which has four (4) truck fueling pumps) produced Four (4) large trucks in the AM and Eight (8) large trucks in the PM peak.

In my opinion, it is difficult to assume that all fueling stations can be compared at face value, as there are differing conditions of both representative fueling stations assessed when compared to the proposed project. These factors include location, ingress/egress, commercial use density, existing traffic conditions, truck corridor volumes and proximity to Interstate.

Based on the traffic counts for two representative sites when used for the proposed development, the TIS Memo B analysis concludes that the AM peak trips are a quarter of the number of trips anticipated from TIS Memo A and the PM peak trips are less than half of the trips anticipated in TIS Memo A. It is understandable that using real world

counts makes for a better analysis, however the substantial drop in anticipated peak-hour trips when comparing the TIS Memos is difficult to fathom.

Regarding the proposed development, if we assume that the representative site(s) truck counts divided by the number of fueling stations at each site, the peak hour factor could range from 1 to 2 large trucks. If this is assumed to be accurate, then queuing should not be a problem.

## **Conclusion**

The difference in trip estimates between the two memos is substantial, with TIS Memo B suggesting far lower truck volumes than TIS Memo A. This raises questions about which methodology better reflects expected site-specific traffic. The conservative (higher) estimates in TIS Memo A may offer a more cautious planning approach, but real-world data in TIS Memo B could be more reflective of actual demand—if sites are truly comparable.

Queuing may not be a major issue today, especially with only two fueling bays. But future conditions, increased demand, and site-specific access constraints could amplify risks, particularly if truck traffic patterns exceed the assumptions in TIS Memo B.

# Attachment C: Traffic Memo

July 10, 2025

<b>To</b>	Robert C. Vermeltfoort	<b>Contact No.</b>	+1 916 918 0622
<b>Copy to</b>	Russ Wenham, GHD	<b>Email</b>	Kamesh.vedula@ghd.com
<b>From</b>	Kamesh Vedula	<b>Project No.</b>	12642532
<b>Project Name</b>	7 - Eleven in Shasta Lake		
<b>Subject</b>	Shasta Lake 7-Eleven on Cascade Boulevard Traffic Impact Study (TIS)		

## 1. Executive Summary

GHD was contracted to complete a Traffic Impact Study (TIS) for the development of a 7-Eleven located at 1661 Cascade Boulevard in the City of Shasta Lake. The proposed development includes a 4,650 square-foot convenience store with 10 fueling stations, 8 serving passenger vehicles and 2 serving heavy trucks, and will be accessed via three driveways along Cascade Boulevard.

A prior TIS, dated June 2, 2024, evaluated the potential traffic impacts of the project at two intersections, namely Cascade Boulevard & Shasta Dam Boulevard (Route 151) and Cascade Boulevard & Wonderland Boulevard (future intersection) under the following conditions:

- Existing (2024)
- Existing Plus Project
- Cumulative (2045)
- Cumulative Plus Project

Intersection operations were assessed in terms of vehicle delay, Level of Service (LOS), and 95th percentile queue lengths for both AM and PM peak hours. Trip generation in the prior study was based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition, using Land Use Codes 945 (Convenience Store with Gas Pumps) and 950 (Truck Stop).

This supplemental memorandum has been prepared in response to the feedback received from the Planning Commission meeting. The memorandum specifically addresses trip generation information to include specific information on trucks and to refine the trip generation estimates by utilizing traffic volume data collected from three comparable gas station sites located in communities with roadway and land use characteristics similar to those found in the study area. The selected sites are located along similarly classified roadways in small to mid-sized Northern California communities, making them appropriate analogs for estimating trips to the proposed 7-Eleven. The intent is to provide a more context-sensitive and locally calibrated forecast of project-generated traffic, recognizing that ITE trip rates, while widely used, may not fully capture regional travel behavior or operational characteristics.

The following three gas station/convenience store sites were selected for data collection:

- **Fuel Up Gas Station**, 1725 Cascade Boulevard, Shasta Lake, CA - 8 passenger cars fueling stations.
  - This site generated 78 AM peak hour trips between 9AM and 10AM (of which 74 were passenger cars, 2 box trucks/2-axle trucks and 2 large trucks) and 102 PM peak hour trips between 3 to 4 PM (of which 100 were passenger cars and 2 box trucks/2-axle trucks).
- **6/7 Gas Station**, 19845 Main Street, Cottonwood, CA - 8 passenger cars + 4 truck fueling stations.
  - This site generated 76 AM peak hour trips between 7:30AM and 8:30AM (of which 72 were passenger cars, 2 box trucks/2-axle trucks and 2 large trucks) and 126 PM peak hour trips between 4:30 to 5:30 PM (of which 120 were passenger cars and 6 box trucks/2-axle trucks).
- **Chevron Gas Station**, 1592 East Main Street, Woodland, CA - 12 passenger cars + 5 truck fueling stations.
  - This site generated 84 AM peak hour trips between 7AM and 8AM (of which 72 were passenger cars, 8 box trucks/2-axle trucks and 4 large trucks) and 144 PM peak hour trips between 3 to 4 PM (of which 132 were passenger cars, 2 RV's/boats, 2 box trucks/2-axle trucks and 8 large trucks).

## 2. Project Trip Generation

The Fuel Up site at 1725 Cascade Boulevard in Shasta Lake was excluded from the final analysis due to its lack of dedicated truck fueling facilities. Because the proposed 7-Eleven includes two fueling stations specifically designed for heavy trucks, Fuel Up was not considered representative of the full operational scope of the project. The remaining two sites, 6/7 Gas Station (19845 Main Street, Cottonwood) and Chevron Gas Station (1592 East Main Street, Red Bluff), both include mixed-use fueling infrastructure serving both passenger vehicles and larger trucks and were therefore determined to be appropriate analogs for the proposed development.

Trip generation rates were calculated based on the number of fueling positions (pumps) at each site, broken down by vehicle category. Peak hour entering and exiting trips were normalized on a per-pump basis, allowing the results to be scaled to match the proposed 7-Eleven site layout:

- 8 passenger vehicle fueling positions, and 2 heavy truck fueling positions

The resulting peak hour trip estimates were separated into the previously mentioned categories: passenger vehicles, RVs / trucks with boats, box trucks / large 2-Axle vehicles, and large trucks.

Total projected AM and PM peak hour trips for the proposed 7-Eleven were then calculated by applying the per-pump rates to the number of pumps in each vehicle category.

The resulting peak hour trip generation for the proposed 7-Eleven, based on the per-pump rates from the two selected analog sites, is as follows:

- AM Peak Hour: 65 total trips (entering + exiting) of which 61 are passenger cars, 2 box trucks/large 2-axle and 2 large trucks
- PM Peak Hour: 111 total trips (entering + exiting) of which 105 are passenger cars, 2 are boats/RV's, 2 box trucks/large 2-axle and 2 large trucks

### 3. Field Observations and Operations

Table 1 presents intersection operations for Existing conditions.

Table 1: Existing Conditions Intersection Operations

#	Intersection	Control Type	Target		Weekday AM Peak Hour				Weekday PM Peak Hour			
			Delay	LOS	Delay	LOS	95th Percentile Queue (ft)	Available Storage	Delay	LOS	95th Percentile Queue (ft)	Available Storage
1	Cascade Blvd & Shasta Dam Blvd (Rte	Signal	35	C	17.7	B	-	-	21.2	C	-	-
	EB Left						58	180			108	180
	WB Left						34	170			89	170
	NB Left						70	120			110	120
	NB Right						0	100			0	100
	SB Left						139	150			82	150
	SB Right						0	110			0	110

As shown, the intersection currently operates within the target LOS. In the existing conditions, none of the queues currently exceed their available storage. The City has established LOS C as the minimum standard for intersections and roadways within the City of Shasta Lake. LOS D, E, or F operations are considered deficient for intersections/roadways within the City's jurisdiction (*Shasta Lake GP EIR*).

Based on video observations collected on site, southbound queues during peak periods were in the range of 2 to 5 vehicles, which is consistent with the 95th percentile queue lengths reported in the Synchro analysis. This confirms that the model outputs provide a reasonable representation of actual field conditions.

#### 3.1 Existing Plus Project

Existing Plus Project Conditions weekday AM and PM peak hour intersection delay, LOS, and 95th percentile queues were calculated using the existing plus project traffic volumes and proposed intersection lane geometrics and controls. Table 2 presents intersection operations for the Existing Plus Project conditions at Cascade Blvd and Shasta Dam Blvd only. As the intersection of Cascade Blvd and Wonderland Blvd does not presently exist and therefore, does not have existing movements to analyze.

Table 2: Existing (2024) Plus Project Conditions Intersection Operations

#	Intersection	Control Type <sup>1,2</sup>	Target		Weekday AM Peak Hour				Weekday PM Peak Hour			
			Delay	LOS	Delay	LOS	95th Percentile Queue (ft)	Available Storage	Delay	LOS	95th Percentile Queue (ft)	Available Storage
1	Cascade Blvd & Shasta Dam Blvd (Rte 151)	Signal	35	C	19.4	B	-	-	24.2	C	-	-
	EB Left						87	180			160	180
	WB Left						35	170			91	170
	NB Left						71	120			112	120
	NB Right						-	100			-	100
	SB Left						181	150			169	150
	SB Right						-	110			-	110

As shown, the delays increase by 1.7 seconds in the AM Peak and 3.0 seconds in the PM Peak in comparison to the Existing Conditions. Despite this, the intersection will still operate within the target LOS with the project trips. When compared to the existing conditions, the addition of project traffic increases the queue for SB left

turns by approximately 2 vehicles in the AM peak hour (about 50 feet) and 3 to 4 vehicles in the PM peak hour (75 to 100 feet).

## 4. Cumulative Conditions

Cumulative Conditions assume the following changes to the existing roadway geometry due to other project development in the surrounding area.

- The increase of the southbound left turn pocket length at Cascade Blvd and Shasta Dam Blvd from 50' to 180'.
- The addition of a two-way left turn lane median along Cascade Blvd between Shasta Dam Blvd and Wonderland Blvd.

These striping changes increase the available storage length of the southbound left turn lane to approximately 400 feet as the queuing vehicles can use the two-way left turn lane as shared queuing space with the Wonderland Blvd intersection. 400 feet was determined to be the maximum length for storage as to not overlap with the Wonderland Blvd northbound left turn pocket and taper.

### 4.1 Cumulative (2045) No Project Conditions

Table 3 presents intersection operations for the Cascade Blvd & Shasta Dam Blvd and the Cascade Blvd and Wonderland Blvd intersections. The Cascade Blvd and Wonderland Blvd intersection will be built by 2045 and therefore has predicted volumes per the SRTA travel demand model and Shasta Lake General Plan.

Table 3: No Build 2045 Conditions Intersection Operations

#	Intersection	Control Type	Target		Weekday AM Peak Hour			Weekday PM Peak Hour				
			Delay	LOS	Delay	LOS	95th Percentile Queue (ft)	Available Storage	Delay	LOS	95th Percentile Queue (ft)	Available Storage
1	Cascade Blvd & Shasta Dam Blvd (Rte 151)	Signal	35	C	23.4	C	-	-	28.4	C	-	-
	EB Left						109	180			170	180
	WB Left						33	170			107	170
	NB Left						89	120			164	120
	NB Right						0	100			0	100
	SB Left						228	400			172	400
	SB Right						36	110			38	110
2	Cascade Blvd & Wonderland Blvd	TWSC	25	C	10.5	B	-	-	10.3	B	-	-
	EB Left						5	50			8	50
	NB Left						5	50			5	50

Notes:

1. TWSC = Two Way Stop Control

2. LOS = Delay based on worst movement for TWSC intersections, average of all approaches for Signal

The following queues at Cascade Blvd and Shasta Dam Blvd currently exceed their available storage:

- Northbound Left: The PM peak hour queue exceeds the available storage by about one to two vehicle lengths.

### 4.2 Cumulative (2045) Plus Project

Cumulative (2045) Plus Project Conditions weekday AM and PM peak hour intersection delay, LOS, and 95th percentile queues were calculated using the calculated cumulative plus project traffic volumes and proposed intersection lane geometrics and controls. Table 4 presents intersection operations for the Cascade Blvd & Shasta Dam Blvd and the Cascade Blvd and Wonderland Blvd intersections.

Table 2: Cumulative (2045) Plus Project Conditions Intersection Operations

#	Intersection	Control Type <sup>1,2</sup>	Target		Weekday AM Peak Hour				Weekday PM Peak Hour			
			Delay	LOS	Delay	LOS	95 <sup>th</sup> Percentile Queue (ft)	Available Storage	Delay	LOS	95 <sup>th</sup> Percentile Queue (ft)	Available Storage
1	Cascade Blvd & Shasta Dam Blvd (Rte 151)	Signal	35	C	25.6	C	-	-	32.0	C	-	-
	EB Left						133	180			240	180
	WB Left						33	170			107	170
	NB Left						90	120			168	120
	NB Right						0	100			0	100
	SB Left						257	400			234	400
	SB Right						42	110			44	110
	2						Cascade Blvd & Wonderland Blvd	TWSC			25	C
EB Left	5	50	5	50								
NB Left	5	50	5	50								

Notes:

1.TWSC = Two Way Stop Control

2.LOS = Delay based on worst movement for TWSC intersections, average of all approaches for signal

As shown, the delays at Cascade Blvd and Shasta Dam Blvd increase by 2.2 seconds in the AM Peak and 3.6 seconds in the PM Peak in comparison to the Cumulative No Build Conditions. Despite this, the intersection will still operate within the target LOS with the project trips. Additionally, the future Cascade Blvd and Wonderland Blvd delays increase by 5.0 seconds in the AM and 5.5 seconds in the PM with the addition of the project driveway and project trips. This intersection will still operate within the target LOS despite this.

The following queues at Cascade Blvd and Shasta Dam Blvd currently exceed their available storage:

- Eastbound Left: The PM peak hour queue exceeds the available storage by two to three vehicle lengths.
- Northbound Left: The PM peak hour queue exceeds the available storage by one to two vehicle lengths.

None of the queues will exceed the available storage length at the Cascade Blvd and Wonderland Blvd intersection.

## 5. Conclusions

- New trip generation estimates are 66 trips during the AM peak hour and 111 trips during the PM peak hour, significantly lower than the original ITE-based estimates of 274 AM and 252 PM peak hour trips.
- Based on the reduced trip generation, no new or exacerbated impacts are anticipated at the study intersections beyond those already identified in the original June 2024 TIS.
- From a 95% queue perspective, the southbound left turn queue exceeds the available storage by one to two car lengths (25 to 50 feet) in the AM peak hour.
- From a 95% queue perspective
  - Under Cumulative No Build conditions, the northbound left turn queue is projected to exceed the available storage by one to two vehicle lengths at the Cascade Boulevard and Shasta Dam Boulevard intersection.

- Under Cumulative Plus Project conditions, the northbound left turn queue is projected to exceed the available storage by one to two vehicle lengths at the Cascade Boulevard and Shasta Dam Boulevard intersection. Additionally, the eastbound left turn queue is also expected to exceed the available storage by two to three vehicles.

# Attachment D: Modified Resolution

**RESOLUTION NUMBER PC 2025-XX**

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**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SHASTA LAKE  
APPROVING USE PERMIT NUMBER 23-03 FILED BY VAI,  
TO ESTABLISH A 7-ELEVEN FUELING STATION AT 1661 CASCADE BLVD,  
ASSESSOR'S PARCELS 007-390-031, 036, 038, AND 039**

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**WHEREAS**, the Planning Commission of the City of Shasta Lake considered Use Permit application number 23-03 filed by VAI for the property identified as Assessor's Parcel Numbers 007-390-031, 036, 038, AND 039, 1661 CASCADE BLVD, in accordance with Chapters 17.90, and 17.94 of the City of Shasta Lake Municipal Code; and,

**WHEREAS**, City Staff used the following information for review: Planning Application (8-17-21), Exterior Elevations (1-19-2025), Preliminary Grading & Drainage Plan (5-15-2025), Preliminary Utility Plan (5-15-2025), Preliminary Storm Drain Analysis (5-19-2025), Preliminary No-Rise Memo (5-15-2025) Traffic Analysis (6-2-2024 and 7-10-25) Photometric Plan (5-19-2025), Preliminary Landscape Plan (5-16-2025), Preliminary Tree Removal and Replacement Plan (5-16-2025), Final Initial Study/MND (May 2025); and,

**WHEREAS**, the Interim Zoning Ordinance Schedule 3.05.C-1 allows a Gas Station of this size to be established in this district if a use permit is approved by the Planning Commission permitting such activity; and,

**WHEREAS**, the Planning Commission reviewed the staff recommendation for adoption of the initial study/mitigated negative declaration; and,

**WHEREAS**, the proposal was noticed in the Intermountain News and notices were given to surrounding property owners as required by the City of Shasta Lake Municipal Code; and

**WHEREAS**, on June 5, 2025, the Planning Commission held a duly noticed public hearing to obtain testimony and consider the proposed use.

**NOW, THEREFORE**, the City of Shasta Lake Planning Commission:

**A. Makes the following findings:**

**1. State Planning and Zoning Act**

**The Use Permit's approval is consistent with both the General Plan and Zoning Ordinance, as required by the State Planning and Zoning Act.**

As conditioned and modified, the proposed project and use are consistent with the purposes, intent, and policies of the Shasta Lake General Plan and Zoning Code. Title 17 – Zoning designates this property as Commercial (C) and Designated Floodplain (F-1), and by the General Plan as Commercial, with a Natural Resources overlay. The zoning ordinance allows the Planning Commission to grant the use of the property for a Gas Station of this size with the approval of a Use Permit, subject to the required findings.

2. **California Environmental Quality Act (Public Resources Code)**

The City as lead agency under the California Environmental Quality Act (CEQA) has prepared a Mitigated Negative Declaration (MND) and supporting Initial Study for the project. It has provided public notice in compliance with Title 14, Chapter 3, Sections 15072 and 15073 of the California Code of Regulations. The Planning Commission adopts a MND pursuant to Section 15070 et seq. of the California Code of Regulations, Title 14, Chapter 3 (California Environmental Quality Act Guidelines).

Notice of the availability of the Mitigated Negative Declaration/Initial Study was provided for public and agency review as required by law. The notice of availability was also posted with the State Office of Planning and Research CEQA Clearinghouse. The MND/Initial Study, comments received on the MND, and specific responses to relevant comments are provided in the attachments to the IS/MND.

Therefore, the Planning Commission;

- a. Adopts the IS/MND and Mitigation, Monitoring, and Reporting Program for the 7-Eleven project; and,
- b. Declares the initial study did not identify any significant effects on the environment which could result from the proposed project that could not be mitigated as required by CEQA. As modified, the project is consistent with the Land Use Element of the General Plan, and the Final Environmental Impact Report prepared for adoption of the General Plan

3. **Adopts the following findings pursuant to SLMC Chapter 12.36 Tree Conservation:**

- a. The condition of the trees, with respect to disease, form, general health, damage, public nuisance, danger of falling, proximity to existing structures, interference with utility services, good forestry practices, or damage to existing sidewalks and driveways, warrants their removal. Specifically, the locations of the trees that are subject to removal is necessary to prevent interference with necessary utility services required to serve the project, and required public improvements.
- b. Preserving all trees unreasonably restricts the economic potential of the property upon which the trees are situated. Allowable development of the property will require the removal of specific trees to facilitate reasonable use and access. All removed trees will be mitigated through replacement plantings and/or payment of required mitigation in-lieu fees. Remaining trees are protected, and any future removal are subject to compliance with Chapter 12.36.
- c. The identified set-aside area for tree protection is particularly suitable for the planting and/or natural regeneration of replacement trees required to be planted by the developer.

- d. Trees proposed for removal will interfere with utility services or streets and highways either within or outside of the subject property, and no reasonable alternative to such interference exists other than removal of the tree(s). To the degree reasonably possible the project design as been modified to preserve protected trees.
- e. Construction proposed within the dripline of any tree will not cause harm or damage to such tree, and any construction on the property can be accomplished without endangering the health of the remaining trees on the property. Construction activity will be appropriately monitored, and onsite fencing and other measures will be used to protect trees not subject to removal.
- f. Tree removal will not result in soil erosion through the diversion or increased flow of surface waters that cannot be satisfactorily mitigated. Appropriate mitigation and treatment requirements are part of the conditions of project approval.
- g. Tree removal will not result in the degradation of any scenic resource and will not substantially degrade the visual character or quality of the site or its surroundings given the required replacement plantings and tree set asides.

**B. Approves Use Permit 23-03 for the following listed uses. The Development Services Director may approve minor modifications. Any substantial revisions will require either an amendment to this permit or a new use permit.**

1. The project description contained within the associated application and staff report for the July 17, 2025, and August 7, 2025, Planning Commission meetings, subject to those modifications required by the Planning Commission, will constitute the use that is allowed by this Use Permit:

Construction and operation of a 7-Eleven convenience store with a vehicle fueling station, including a four-dispenser passenger vehicle gas island and associated site improvements on approximately 3 acres.

The project, as approved, will include:

- A 4,761 square-foot convenience store (with Type 20 alcohol license - beer and wine).
- A gasoline fuel island for passenger vehicles.
- Installation of three underground fuel storage tanks.
- Landscaping, stormwater detention basins, and circulation improvements.

**C. The use is subject to the following conditions of approval, which shall be satisfied prior to commencement of the use unless otherwise noted. The Applicant shall remain in compliance with all conditions of approval throughout the life of the use.**

1. The requirements of the California Buildings Standards Code, the California Fire Code, and the Shasta Lake Municipal Code are to be met with all projects. The requirements of all governmental agencies having jurisdiction, including obtaining any other permits related to the construction or use of the property that are not governed by this approval, shall be met. The permittee is responsible for

contacting the offices of the Shasta Lake Development Services Department, Shasta County Environmental Health, and the Shasta Lake Fire Protection District before commencement of construction or use on the site to verify compliance with this condition.

2. If at any time the Development Services Director or his/her designee finds that one or more grounds exist for revocation of the Use Permit, revocation proceedings may be initiated in accordance with applicable provisions of the Shasta Lake Municipal Code.
3. The director or his/her designee shall have the authority to approve necessary modifications to the site layout and circulation pattern to facilitate the approval that do not result in substantive changes to the project or introduce new impacts not previously addressed.

## PLANNING

4. In accordance with the Shasta Lake Municipal Code, the entitlement authorized by this permit shall automatically expire 2 years from the date of approval in the case of use permits or other discretionary entitlements without further notice or action by the City, unless any of the following occurs:
  - A building permit has been issued and substantial construction has occurred as determined by the Development Services Director or designee.
  - The use of the property authorized explicitly by the entitlement or permit has been actively and substantially commenced as determined by the Development Services Director or designee.
  - Approval of the entitlement or permit has been extended by the approving authority. An extension of time may be granted if the permittee shows reasonable cause for the extension. Reasonable cause exists if the permittee shows that circumstances beyond their control have prevented them from taking sufficient action to effectuate the permit or other approval.
5. A city business license shall be obtained and maintained by the applicant. Abandonment of the related commercial cannabis permit(s) shall constitute grounds for revocation of this use permit pursuant to Municipal Code Section 05.05.140(C).
6. All mitigation measures established pursuant to the requirements of the California Environmental Quality Act for a project shall, by reference herein, also be considered conditions of this approval and any related approvals, permits, or entitlements issued by the City of Shasta Lake.
7. Prior to issuance of a grading or building permit, architectural and site plans shall be reviewed and approved by the Development Services Director or his/her designee to ensure compliance with Shasta Lake Municipal Code Chapter 17.84 *General Development Standards*, including Section 17.84.005 *Design and Architectural Objectives*.

8. All trash enclosures shall be located and constructed in accordance with the provisions of Shasta Lake Municipal Code and the design criteria as established in Section 17.84.005 of the Shasta Lake Municipal Code. Trash and recycling enclosure(s) shall be provided as depicted on the approved site plan unless modified by the approving authority.
9. All parcels shall be consolidated to accommodate the project on a single parcel
10. The locations of the driveway(s) serving the passenger fueling area will be adjusted to prevent conflicts with the McDonald's entrance on Cascade Boulevard. A minimum of 120 feet of separation between the project entrance(s) and the McDonald's entrance is required. The City Engineer may approve an alternative ingress/egress configuration if McDonald's and 7-Eleven consolidate encroachments.
11. Queuing of vehicles may not extend beyond the property boundaries. Upon written notice from the city of unacceptable vehicle queuing from the site into Cascade Blvd., as it may exist today or in the future, the operator shall, within 30 days of such notice, make any and all modifications to the site or business operations determined by the city as necessary to prevent such queuing.
12. All final plans shall conform to the requirements of this approval as described in the project staff report and resolution.
13. The project shall provide a minimum of two short-term bicycle racks and one long-term locker
14. On-site wayfinding signs will be installed as indicated in the staff report and supporting information.
15. Mirrored windows are prohibited.

## **ENGINEERING**

### *Streets & Traffic*

16. Public streets shall be designed in accordance with the City of Shasta Lake Construction Standards (COSLCS). Applicant shall construct typical sections of Cascade Blvd.
  - Construction for the eastern ½ section of Cascade Blvd along the project frontage per the City of Shasta Lake Construction Standard (COSLCS) 112.40 (84' R/W, 64' curb face to curb face).
  - Vertical curb, gutter, and sidewalk (width to match adjacent existing sidewalk, not less than 5' minimum) along the project frontage in accordance with COSLCS 131.10. Sidewalk north of the middle driveway may be omitted. Existing curb, gutter & sidewalk on the south portion of the property shall be replaced per COSLCS.

- Placement of all necessary signage and pavement delineation per the MUTCD, LOS analysis, and to the satisfaction of the City Engineer.
17. The Cascade Blvd. over Moody Creek Bridge is expected to be removed and replaced in 2026. The vertical profile (of the new bridge) will be raised approximately 3 feet with the conforms extending approximately 155'± south on Cascade Blvd. The applicant will work with the City and the City's bridge consultant to determine the final layout of the horizontal and vertical frontage improvements and staging to be consistent with the new profile of the future bridge.
  18. The Commercial Center Safe Routes to School project is expected to be constructed in 2026. The project will be across Cascade Blvd. from the 7-Eleven site. Coordination with the City and the City's Consultant of striping, layout & lining up of access driveways may be necessary.
  19. The applicant shall install streetlights per COSL Electrical Standards. Location to be determined by the City Engineer.
  20. Applicant or Contractor shall obtain an encroachment permit from the City prior to any work being performed in the public right-of-way.

#### *Wastewater*

21. The owner shall grant the City an access easement in the northwest corner of the development for the City to access the sewer lift station. The size of the easement will be determined by the City Engineer.

#### *Floodplain*

22. The owner, applicant, or developer shall prepare and submit a floodplain development application to the city for approval.
23. The project floodplain analysis must be peer-reviewed to confirm that the project will not affect the floodplain and complies with all CoSL and FEMA standards. The developer shall provide a topographic analysis to confirm that the final project grading complies with the floodplain analysis. The developer will be responsible for all required actions to comply with the analysis.

#### *Stormwater*

24. Prior to issuance of a grading permit, the developer shall prepare a Storm Water Pollution Prevention Plan (SWPPP) and secure a Construction General Permit from the Regional Water Quality Control Board.
25. Prior to improvement-plan approval, the developer must obtain approval for management of stormwater peak flows in accordance with the Shasta Lake Municipal Code, City Council Policy and the specifications of the City Engineer. Such measures must address impacts from the 10-, 25-, and 100-year-storm events. Projects must address peak flows to maintain predevelopment levels at all locations downstream of the project. A drainage report must be prepared to the

format outlined by the Engineering Division, stamped and signed by a qualified engineer, and provided to the Engineering Division with submittal of project improvement plans. (Standard Condition)

26. Storm-drain facilities must be designed consistent with the requirements of City Construction Standards, the City of Shasta Lake Storm Water Management Plan, and the City of Shasta Lake Phase II NPDES Permit issued by the California Regional Water Quality Control Board. Project design must incorporate Best Management Practices (BMPs) to minimize stormwater pollution, both during construction and over the project's life. Should the maintenance costs of the long-term pollution-control measures within the public right of way or easements exceed typical storm-drain-management costs, such costs must be borne by the project by participation in a landscape maintenance district, establishment of an escrow account, or by other City accepted financing mechanism.
27. Developer shall prepare a "No-Rise" Certification report per the FEMA Guidelines.

#### *Water Utility*

28. Water facilities shall be constructed according to COSLCS. Potable water and irrigation shall have separate services and meters.
29. The existing waterline adjacent to the project is a 4" line. The applicant shall prepare an engineer's report with modeling showing that the existing water line is adequate to provide water for fire, potable, and landscape irrigation.

#### **STANDARD CONDITIONS**

30. Vegetation slash resulting from land clearing and grading activity shall not be burned onsite and shall be disposed of in a lawful method (such as chipping). Permittee shall dispose of any vegetation slash cleared for construction and/or land development purposes prior to the filing of the Parcel/Final map OR issuance of a Certificate of Occupancy as applicable. All brush piles shall be abated or removed prior to commencement of the next fire season.
31. All existing landscaped areas, and/or landscape areas shown on the approved landscape plans shall be properly and continuously maintained. Maintenance includes providing an operational, automatic irrigation system where needed; weeding; replacing dead and missing plant materials; mowing lawns; pruning; and other maintenance measures as required to keep all planted areas neat, healthy, and attractive.
32. This project is subject to, and shall comply with, all applicable provisions of the Shasta Lake Municipal Code including SLMC Chapter 15.10 "Water Efficient Landscaping". The required Landscape Documentation Package shall accompany the building permit application
33. All new signage shall comply with all applicable provisions of the Shasta Lake Municipal Code, including Section 17.84.060.

34. The permittee shall note that pursuant to Chapter 13.08 of the Shasta Lake Municipal Code, City development impact fees are required to be paid prior to final inspection for new construction, building enlargement, or other improvement. These fees are structured to mitigate the project's fair share of cumulative impacts to the City's transportation, fire protection district, water, wastewater, and parks infrastructure systems. The improvements are based on those improvements necessary to accommodate new development under the City's General Plan. The Permittee/applicant is hereby notified that he/she has the right to protest/appeal the imposition of any of these fees or fee amounts. Any protest/appeal shall comply with the provisions of Government Code Section 66020(a) and Section 13.08.070.E.11, as applicable.
35. In accordance with the requirements of the Shasta Lake Municipal Code, ground- and roof-mounted mechanical equipment shall not be visible from a public street or other public area or residential property. Screening of such equipment shall be accomplished using parapet walls on the building, roof wells, screen walls or other measures approved by the City that are architecturally compatible with the building. Exhibits or other information necessary to determine compliance with this requirement shall be submitted with the building permit application.
36. In accordance with Chapter 17.84.050, Lighting, of the Shasta Lake Municipal Code, any new building-mounted or freestanding exterior lighting shall be designed, located, directed, and shielded in such a manner to prevent objectionable light at, and glare across, property lines. A lighting detail/photometric plan demonstrating how this requirement is being satisfied shall be submitted with the building permit application when required by the Director.
37. The Permittee shall implement the following Standard Mitigation Measures (SMMs) from the City's Air Quality Element during any activity involving ground disturbance, grading, or clearing. Temporary modifications to these requirements during construction are at the sole discretion of the City:
  - a. Suspend all grading operations when winds, as instantaneous gusts exceed 20 miles per hour or as directed by the Shasta County Air Quality Management District (AQMD).
  - b. Water active construction sites at least twice daily, or as needed to control fugitive dust as directed by the Public Works Department or Building Department if on-site.
  - c. Apply non-toxic soil stabilizers according to the manufacturer's specifications to all graded areas that will be inactive for 10 days or more.
  - d. When construction activity occurs during wet weather, install wheel washers where vehicles enter and exit unpaved roads onto paved roads, or wash off trucks and any equipment leaving the site each trip. Prior to the issuance of any clearing or grading permits, locations of wheel washers shall be identified and approved by the City.
  - e. If visible soil materials are carried onto adjacent paved roads, sweep streets at the end of the day.

- f. Cover trucks hauling dirt, sand, soil, or other loose materials, or maintain at least 2 feet of freeboard (minimum vertical distance between the top of the load and the top of the trailer), in accordance with the requirements of California Vehicle Code Section 23114.
  - g. Re-establish ground cover on the construction site through seeding and watering prior to final occupancy.
38. During construction, the Permittee shall comply with the following noise threshold periods established for construction activities.:
- a. Monday through Friday: 7:00 A.M. – 7:00 P.M.
  - b. Saturday: 8:00 A.M. – 5:00 P.M.
  - c. Sunday: No construction activities allowed.

Construction activities shall not occur outside of the following time limits unless approved by the City pursuant to documented special circumstances. Special circumstances include the need to complete construction along public roadways or within public utility easements to ensure continued services or public safety. The City must approve such exceptions prior to the commencement of the work.

39. If during the course of construction or pre-construction activities on the site any archeological, historical, or paleontological resources are uncovered, discovered, or otherwise detected or observed, all earthwork and /or construction within one hundred feet (100') of these materials shall be stopped immediately, the City shall be notified, and a professional archeologist, certified by the Society of California Archeology and/or the Society of Professional Archeology, in consultation with other affected parties such as local Native American groups, shall conduct a review of the materials. Site work and construction in the area shall not occur until the archaeologist has had an opportunity to evaluate the significance of the find and outline appropriate mitigation measures deemed necessary to provide protection of the materials and/or the site.
40. Should any human remains be found during project construction, construction within 100 feet of the discovery shall stop immediately, and the discovery shall be immediately reported to the County Coroner. Construction shall not proceed until the County Coroner has determined that such construction will not further impact human remains.
41. Prior to issuance of a Certificate of Occupancy tree planting is required for per the tree removal and replacement plan.
42. Prior to the issuance of grading permits or commencement of any land clearing work necessary to install improvements, the Permittee shall provide to the City a final count of protected trees to be removed. Tree removal shall be based on the approved tree removal and replacement plan.
43. A plan checking and inspection fee deposit is required at the time project improvement plans or final maps are submitted for review. The fee(s) shall be based on the City's most recently adopted fee schedule.

44. Following the completion of public improvements OR issuance of a Certificate of Occupancy, the Development Services Director, or designee, will determine the cost of improvement and map plan checking and City inspection services, and will advise the permittee thereof. If the amount exceeds the amount deposited with the City, the permittee shall pay the balance due to the City prior to issuance of the Certificate of Occupancy. If the actual cost is less than the estimate, the City will refund the overpayment to the permittee.
45. Prior to the beginning of any clearing, grading, or site improvement activities, improvement plans for grading, drainage, utilities, and other required improvements shall be approved by the City of Shasta Lake. These plans shall be in substantial conformance with Shasta Lake Municipal Code (SLMC) Title 15.08 and/or 16.16. Modifications to this requirement are at the sole discretion of the City.
46. Prior to any land clearing or grading work, the Permittee shall obtain a Grading Permit from the Development Services Department and submit a grading, drainage and erosion control plan, prepared by a licensed civil engineer or other licensed professional as authorized by the California Business and Professions Code, for approval by the City in accordance with Shasta Lake Municipal Code Chapter 15 and Appendix Chapter 33 of the adopted California Building Code. Modifications to this requirement are at the sole discretion of the City.
47. All public improvements proposed by the Applicant or required through project conditions of approval shall be completed in compliance with the time schedule set forth in the conditions of approval; if no time schedule is provided, then the improvements shall be completed no later than prior to approval for building occupancy, or commencement of the use, as applicable. The Permittee may request a public improvement agreement in order to schedule the timing of completion of required public improvements. As a condition of any such agreement, the City shall require the Permittee to guarantee the completion of construction of said improvements and the performance of the improvements for one year from the date of filing of the final map, commencement of the use or building occupancy, by furnishing a financial guarantee or performance bond. Acceptance of the form of such security is at the sole discretion of the City.
48. An encroachment permit is required for any work being performed in the public right-of-way or within City easements. The encroachment permit shall be obtained prior to the commencement of any work.
49. The Permittee is responsible for all costs associated with the relocation or modification of existing utility facilities or structures necessitated by the construction of the project or of improvements required as a condition of approval of this project, including reimbursement of any costs to City of Shasta Lake Electric Utility for work performed to support the project.
50. Electric-supply facilities shall be furnished and installed in accordance with the City's Service Policy in effect at the time the Permittee's plan is approved by the City.

51. Record improvement plans reflecting the as-constructed improvements with the Engineer's Declaration shall be submitted in conformance with Shasta Lake Municipal Code requirements for all projects, except where the requirement is waived by the City Engineer. Record plans shall state that they are RECORD and shall be submitted in both hardcopy and digital formats, with hardcopy drawings submitted at full size on 24" x 36" Mylar. Digital drawings shall be submitted in both AutoCAD (.dwg) format and Portable Document Format (.pdf). The plans shall also be provided in a City GIS compatible electronic format and indicate the location of all public and private utilities within the boundaries of the project.
52. Prior to issuance of building permits or final approval of improvement plans, drainage plans shall be submitted to the City Engineer for review and approval. Required storm drainage facilities shall be sized and installed in accordance with the improvement plans as approved by the City Engineer, and in accordance with the construction standards of the Public Works Department.
53. All development sites shall be graded, or alternative measures implemented, to ensure that no post-construction increases in site drainage crosses property lines. All post-construction development drainage shall be directed to a city street or other facility via City Engineer approved stormwater conveyance. Modifications to this requirement are at the sole discretion of the City.
54. Prior to improvement-plan approval, the Permittee shall prepare a Drainage Study in accordance with the Shasta Lake Municipal Code, City Council Policy and the requirements of the City Engineer. The Drainage Study shall address impacts from the 10-, 25-, and 100-year-storm events. Projects shall address peak flows to maintain predevelopment levels at all locations where drainage flows exit the project. The Drainage Study shall be stamped and signed by a registered Civil Engineer and provided to the City at the time of submittal of project improvement plans.
55. Storm-drain facilities shall be designed in accordance with the requirements of City Construction Standards and good design practice. Project design shall incorporate Best Management Practices (BMPs) to prevent the pollution of stormwater, both during construction and over the life of the project. Should the maintenance costs of the long-term pollution-control measures within the public right of way or easements exceed typical storm-drain-management costs, such costs shall be borne by the project through participation in a landscape maintenance district, establishment of an escrow account, or by other City-accepted financing mechanisms.
56. Projects that include ground disturbance on one (1) or more acres shall comply with the State Water Quality Control Board's Construction General Permit requirements. Copies of the required "Notice of Intent" (NOI) and "Storm Water Pollution Prevention Plan" (SWPPP) shall be submitted to the City Engineer prior to commencement of any site work. The SWPPP shall utilize the California Storm Water Best Management Practices Handbook for Construction Activities, the COSLCS, and other generally accepted engineering practices for sediment and erosion control.

57. The Permittee shall dedicate necessary easement and right-of-way along the property frontages of all public street(s) to the City of Shasta Lake for road and/or utility purposes. A minimum 5-foot-wide public-utility easement is also to be provided on the property adjacent to all public-road rights-of-way. All required right-of-way and/or easements shall be dedicated to the City of Shasta Lake, and shall be recorded prior to issuance of any building permits for the project site.
58. Sewer lines, waterlines, electric-service facilities; drainage facilities; necessary electric- and public-service easements, and street dedications as applicable to the project, are to be provided in accordance with the Shasta Lake Municipal Code, and as specified by the City Engineer.
59. The permittee shall extend sewer and water lines, electric substructures and conduits, and other City utilities necessary to serve the property and too provide logical extensions of service through the property boundaries to adjacent properties as required by the City.
60. All utilities within the project, including, but not limited to, electric, cable television, and phone, shall be installed underground.
61. Extensions of any gas facilities will require utility easements or right-of-way to PG&E. The project Permittee shall be responsible for satisfactory clearing of all vegetation in the route that is approved for use by PG&E.
62. Per State law, the Permittee shall contact Underground Service Alert (USA) a minimum of two working days before the commencement of any permitted clearing, grading, digging, or excavation.
63. All construction work shall conform to the City of Shasta Lake Construction Standards (COSLCS).
64. No private building, fences, structures or other permanent improvement are allowed within public utility easements.
65. The California Green Building Code Section 5.304.2 requires a separate water meter and water service for irrigation of landscape areas when a commercial project includes more than 1,000 square feet or irrigated landscape. All utility and landscape plans shall depict the proposed location of the water meter and identify the total area of landscape proposed with the project.
66. The Permittee is responsible for all costs associated with the relocation or modification of existing utility facilities or structures necessitated by the construction of the project or of improvements required as a condition of approval of this project, including reimbursement of any costs to City of Shasta Lake Electric Utility for work performed to support the project.
67. After the initial review of improvement plans by the City, the Permittee shall consult with the Electric Utility (SLEU) for preparation of an electric-service plan. A copy of the approved electric-service plan shall be incorporated into the final improvement plans.

68. Electric-supply facilities shall be furnished and installed in accordance with the City's Service Policy in effect at the time the Permittee's plan is approved by the City.
69. Pursuant to the Shasta Lake Municipal Code, streetlight(s) when required shall be installed at the owner's expense, with the location to be determined by the City upon submittal of improvement plans.
70. Eave lines of any proposed structure shall be located outside of the limits of any public utility easement on the project site.
71. No trees or shrubs exceeding a mature height of 15 feet are allowed within the limits of any electric utility easement.
72. The Permittee shall not reduce the vertical clearance between the conductors of the City of Shasta Lake's overhead transmission, distribution, or service lines and improved surfaces thereunder as set forth under General Order 95 of the Public Utilities Commission of the State of California.
73. The Permittee shall provide adequate protection for the City's electric overhead and underground transmission, distribution and service facilities (poles, towers, boxes, and other equipment) by installing protective barriers when determined necessary by the City.
74. The Permittee shall pay the cost for the rearrangement, relocation, alteration or removal of any City electric or other facilities that is caused by project improvements, whether inside or outside of the development area, when such work is necessary to serve the project as determined by the City.
75. The Permittee and all future electric utility users on the project site are subject to the requirements of the "Electric Service System Rules and Regulations" pursuant to Shasta Lake City Council Resolution 16-20, as may be amended and applicable to the project.
76. In accordance with the requirements of the Shasta Lake Municipal Code, ground- and roof-mounted mechanical equipment shall not be visible from a public street or other public area or residential property. Screening of such equipment shall be accomplished using parapet walls on the building, roof wells, screen walls or other measures approved by the City that are architecturally compatible with the building. Exhibits or other information necessary to determine compliance with this requirement shall be submitted with the building permit application.
77. The Permittee is responsible for all costs associated with the relocation or modification of existing utility facilities or structures necessitated by the construction of the project or of improvements required as a condition of approval of this project, including reimbursement of any costs to City of Shasta Lake Electric Utility for work performed to support the project.
78. The Developer shall install a Reduced Pressure Principal Assembly (RPPA) backflow prevention device prior to the commencement of use.

79. The RPPA shall be inspected by City Water Treatment staff after installation and annually thereafter.

*Fire District*

80. The main electrical disconnect for the building/facility shall be maintained on the exterior of the building. All main panels and sub panels shall be clearly labeled as to the circuits they control and the location of the panel that they are controlled by. If space within the building is divided from the overall building then each separate "unit" shall have an independent main electrical shutoff provided on the exterior of the building in addition to the main electrical disconnect.
81. No extension cords, multi-outlet strips, multi-outlet adapters, or similar devices or cords shall be used to permanently power equipment. "Permanent" is defined as the regular use in a specific location without unplugging from a receptacle and storing the equipment when it is not in use. Underwriters Laboratory (UL) lists surge and spike protection may be used to protect sensitive equipment, provided the protection device is mounted to a fixed point and the cord is safely secured with approved devices out of the path of travel or other areas that may damage the cord.
82. Driveway within the development shall remain clear at all times. Overflow parking shall not prevent emergency vehicle access through the driveway or any access roadway, and excess vehicles or storage shall not present an extra hazard to this access driveway, structures, or vegetation.
83. A key safe shall be provided at a location pre-approved by the Shasta Lake Fire Protection District on the exterior of the building and shall be maintained with current keys as necessary to allow access to ALL areas of the building or any sub-units within the building. In addition to keys, this key safe may need to accommodate a binder or other documentation as to onsite hazards, with information to include hazard location, hazard response, and hazard mitigation measures on site and/or within the building and its systems. An application can be picked up at the Shasta Lake Fire Protection District offices at 4126 Ashby Court, Shasta Lake, CA 96019.
84. Portable fire extinguishers shall be posted per the currently adopted California Fire Code and any other applicable standards. All fire extinguishers shall have a current service tag dated within the last 12 months from a licensed fire extinguisher servicing company and shall be inspected monthly by site staff. The fire extinguishers shall be inspected and serviced according to current California Fire Code and CCR Title 19 requirements. Fire extinguisher shall be placed at a location near exits and any specific hazard as appropriate and this location shall be preapproved by the Shasta Lake Fire Protection District.
85. Any use of flammable or combustible liquids shall comply with the current California Fire Code. Only minimum quantities shall be kept on hand in an approved storage area.
86. No welding or cutting operations shall be conducted on site unless all applicable provisions of the current California Fire Code and applicable conditions of all other

codes are met. Plans must be submitted and approved by the Shasta Lake Fire Protection District and the City of Shasta Lake prior to the start of work.

87. Storage and use of hazardous materials shall be in accordance with the current California Fire Code, CCR Title 19, and all other applicable federal, state, and local laws. If indicated by the current California Fire Code or California Building Code, construction requirements for the applicable H occupancy may be required. Plans shall be submitted to S.L.F.P.D. for review and approval. Written approval by the S.L.F.P.D. shall be obtained by the business prior to the construction, storage, or use.
88. Structures and individual units within a multi-unit building shall be provided with street address markers that are located with respect to the nearest roadway so as to be clearly visible at all times. Address numbers and unit numbers (letters) shall be a minimum of four (4) inches in height, 3/8" stroke, reflectorized and shall contrast in color with the background (Black on White, White on Black, or similar sharp contrast in color; NO brass, gold, silver, chrome or other polished finishes). Unit numbers (letters) shall be clearly posted adjacent to or above the primary entrance door and rear access door to each individual unit within a multi-unit building. If sub units of this building occur the unit numbers shall be approved by the S.L.F.P.D. prior to assignment or use.
89. Rags, cloth, paper towels, or other items saturated with oil, solvent, or petroleum products or other flammable or combustible liquids or materials shall be kept in a metal can with a tight-fitting lid or cover.
90. Accumulations of wastepaper, combustible waste material, waste petroleum products, tires, or rubbish of any kind shall not be permitted to remain in the yard area, and all weeds, grass, and other combustible vegetation shall be removed from any storage area or the yard or parking area throughout the entire year. All vegetation shall be maintained in compliance with the vegetation maintenance s of the Shasta Lake Fire Protection District throughout the entire year.
91. The applicant will comply with PG&E requirements for the construction of gas facilities.

**DULY PASSED AND ADOPTED** this 7<sup>th</sup> day of August, 2025, by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**

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**Darlene Brown, Chair**  
Planning Commission, City of Shasta Lake

**ATTEST:**

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**Jessaca Lugo, City Manager**

Exhibit 1: Mitigation Measures

# **Exhibit 1: Mitigation Measures**

# Mitigation Monitoring and Reporting Plan

## Introduction

The City of Shasta Lake (City) circulated a draft Initial Study / Mitigated Negative Declaration (IS/MND) for the proposed 7-Eleven Convenience Store Project (Proposed Project) for a minimum 30-day review period in accordance with CEQA Guidelines Section 15073. CEQA requires that a Lead Agency establish a program to report on and monitor measures adopted as part of the environmental review process to mitigate or avoid significant effects on the environment. This Mitigation Monitoring and Reporting Program (MMRP) is designed to ensure that the mitigation measures identified in the IS/MND for the Proposed Project (State Clearinghouse No. 2025040139) are fully implemented.

The MMRP, as presented in **Table 1**, describes the implementation and timing of mitigation responsibilities and standards, and verification of compliance for the mitigation measures identified in this environmental document. Monitoring responsibilities are maintained primarily by the City of Shasta Lake under this MMRP, as well as other applicable resource agencies. The implementation of all measures, once completed, would be reported (in writing) to the City, who would maintain mitigation monitoring records for the Proposed Project.

The components of the MMRP table are described below.

- **Mitigation Measure:** The mitigation measures are taken verbatim from the 2020 EIR. Mitigation measures are assigned the same number as in the EIR.
- **Implementation and Timing:** Identifies the timing for the implementation of each action.
- **Responsibility for Implementation:** Identifies the authority responsible for implementing the mitigation measure.
- **Responsibility for Monitoring:** Identifies the authority responsible for monitoring implementation of the mitigation measure.



**Table 1: Mitigation Monitoring and Reporting Program**

Mitigation Measure	Implementation and Schedule	Responsible for Implementing	Responsibility for Monitoring
<b>Air Quality</b>			
<p><b>AQ-1</b> The following measures shall be implemented to minimize short-term air quality impacts during construction. These measures shall be included in all grading and improvement plans and/or permits.</p> <ul style="list-style-type: none"> <li>▪ During all construction activities, all architectural coatings applied shall contain a low content of VOCs (i.e., 100 grams/liter) as required by the California Green Building Code or Shasta County AQMD, whichever is more restrictive.</li> <li>▪ All construction equipment shall be maintained and properly tuned in accordance with manufacturers’ specifications.</li> <li>▪ All material excavated, stockpiled, or graded shall be sufficiently watered to prevent fugitive dust from leaving property boundaries and causing a public nuisance or a violation of ambient air quality standards. The timing and frequency of watering shall be determined by the City Engineer or Building Official.</li> <li>▪ All unpaved areas (including unpaved roads) with vehicle traffic shall be watered periodically or have dust palliatives applied for stabilization of dust emissions.</li> <li>▪ All on-site vehicles shall be limited to a speed of 15 miles per hour on unpaved roads.</li> <li>▪ All land clearing, grading, earth-moving, or excavation activities on the project site shall be suspended if/when the City Engineer or Building Official determines that winds are causing excessive dust generation.</li> <li>▪ All material transported off-site shall be either sufficiently watered or securely covered to prevent a public nuisance.</li> <li>▪ Paved streets adjacent to construction areas shall be swept or washed at the end of the day to remove excessive accumulations of silt and/or mud resulting from activities on the work site.</li> <li>▪ Prior to final occupancy, the applicant shall re-establish ground cover on the construction site through seeding and watering.</li> </ul>	<p>Measure included in contract documents and incorporated during construction</p>	<p>Construction Contractor</p>	<p>City, Shasta County AQMD</p>

Mitigation Measure	Implementation and Schedule	Responsible for Implementing	Responsibility for Monitoring
<ul style="list-style-type: none"> <li>▪ Off-road construction equipment and other diesel-fueled construction vehicles shall not be left idling for periods longer than 5 minutes when not in use.</li> </ul> <p>Trees and other vegetation cleared to accommodate the proposed project shall not be burned onsite and shall be disposed of in another lawful manner (e.g., chipping or mulching), as approved by the City.</p>			
<b>Biological Resources</b>			
<p><b>BIO-1</b> A qualified biologist shall conduct a pre-construction survey across the Project Site for special-status animals, including but not limited to, Crotch’s bumblebee, special-status bats, foothill yellow-legged frog, western spadefoot, and northwestern pond turtle.</p> <ul style="list-style-type: none"> <li>▪ <u>For Special-Status Terrestrial and Aquatic Species:</u> Once confirmed that no special status species are present, the installation of animal exclusion fencing shall be installed by the construction crew to separate the construction area from the riparian habitat and channels outside the Grading Limits. The fencing shall be constructed out of plastic weed cloth or construction fabric, shall be keyed into the ground, and shall be supported by stakes and wire mesh, as needed. Fencing shall also be opaque, three feet in height, and installed with a smooth material such that it cannot be climbed.</li> <li>▪ <u>For Special-Status Bats:</u> During the preconstruction survey, the qualified biologist shall clearly mark the snags and trees that have potential for roosting bats. Removal of marked trees shall occur using a two-step process to allow bats the opportunity to abandon the roost prior to removal. The two-step removal process is as follows: <ul style="list-style-type: none"> <li>○ Day 1: Remove small-diameter trees, brush, and non-habitat features of large trees (branches without cavities, crevices, or exfoliating bark) to create noise and vibration disturbance on the tree and to alter the air flow and temperature around the roost feature, thus encouraging bats to vacate roost features on their own. The tree shall then be left for 24 hours to allow the bats to move to another roost site.</li> <li>○ Day 2: If bats may be in branches that can be removed from the tree and set aside, cut the branches off intact and set them upright against trees away from the Project area to allow any bats present to passively escape. Then, remove the remainder of the tree.</li> </ul> </li> </ul>	Prior to construction	Qualified Biologist	City

Mitigation Measure	Implementation and Schedule	Responsible for Implementing	Responsibility for Monitoring
<ul style="list-style-type: none"> <li>If any special-status species are detected, construction shall be delayed, and the appropriate wildlife agency (CDFW and/or USFWS) shall be consulted, and project impacts and mitigation reassessed.</li> </ul>			
<b>BIO-2</b> If construction activities would occur during the nesting season (typically February 1 through August 15), a pre-construction survey for the presence of special-status bird species or any nesting bird species shall be conducted by a qualified biologist within 500 feet of proposed construction areas. Nesting bird surveys shall be conducted no more than one week prior to the initiation of construction. If construction activities are delayed or suspended for more than one week after the pre-construction nesting bird survey, the site shall be resurveyed. If active nests are identified in these areas, CDFW and/or USFWS shall be consulted to develop measures to avoid “take” of active nests prior to the initiation of any construction activities. Avoidance measures may include establishment of a buffer zone using construction fencing or the postponement of vegetation removal until after the nesting season, or until after a qualified biologist has determined the young have fledged and are independent of the nest site.	No more than one week prior to construction	Qualified Biologist	City, CDFW and/or USFWS as necessary
<b>BIO-3</b> Prior to construction, a qualified biologist shall identify and delineate a setback of 10 feet from the edge of the riparian tree canopy along Moody Creek. The setback shall be demarcated with orange construction fence, silt fence, or other high-visibility means. No construction staging, materials storage, earth moving, vegetation removal, or other disturbance shall occur within the identified setback	Prior to and during construction	Qualified Biologist, Construction Contractor	City
<b>BIO-4</b> For trees that cannot be preserved, a Tree Removal and Replacement Plan shall be prepared to identify trees for removal and preservation. Replacement trees or other mitigation shall be provided to compensate for the loss of a protected tree. Replacement trees shall be provided in accordance with the standards provided in Section 12.36.070. Alternatively, in-lieu fee contributions shall be paid as provided for in Section 12.36.075.	Measure included in contract documents and incorporated into design specifications	Project Applicant, Construction Contractor	City
<b>Cultural Resources</b>			
<b>CUL-1</b> If archaeological resources are inadvertently discovered, all finds would be subject to CEQA guidelines 15064.5 and PRC 21083.2. Procedures for inadvertent discovery include the following:	As needed during construction	Construction Contractor, Qualified Archaeologist/ Paleontologist	City

Mitigation Measure	Implementation and Schedule	Responsible for Implementing	Responsibility for Monitoring
<ul style="list-style-type: none"> <li>▪ All work within 50-feet of the find shall be halted until the significance of the find can be evaluated in accordance with NRHP and CRHR criteria by an archaeologist or a paleontologist, if the find is of paleontological nature.</li> <li>▪ If any find is determined to be significant, then representatives of the City of Shasta Lake shall meet with the archaeologist, or paleontologist, to determine the appropriate course of action. If necessary, a Treatment Plan shall be prepared by an archaeologist, or paleontologist, which outlines the recovery of the resource, analysis and reporting of the find. The Treatment Plan shall be submitted to the City of Shasta Lake for review and approval prior to resuming construction.</li> <li>▪ All significant cultural or paleontological materials recovered shall be subject to scientific analysis, professional curation, and a report prepared by the professional archaeologist, or paleontologist, according to the current professional standards.</li> </ul>			
<p><b>CUL-2</b> If human remains are encountered during construction activities, the City of Shasta Lake shall comply with Section 15064.5 (e) (1) of the CEQA Guidelines and PRC Section 7050.5. All project-related ground disturbance within 100-feet of the find shall be halted until the county coroner has been notified. If the coroner determines that the remains are Native American, the coroner will notify the NAHC to identify the most likely descendants of the deceased Native Americans. Project-related ground disturbance in the vicinity of the find shall not resume until the process detailed in Section 15064.5 (e) has been completed.</p>	As needed during construction	City, County Coroner	City
<b>Geology and Soils</b>			
<p><b>GEO-1</b> If paleontological resources (fossils) are discovered during construction, all work within a 50-foot radius of the find shall be halted until a professional paleontologist can evaluate the significance of the find. If any find is determined to be significant by the paleontologist, the City shall meet with the paleontologist to determine the appropriate course of action. If necessary, a Treatment Plan prepared by a paleontologist outlining recovery of the resource, analysis, and reporting of the find shall be prepared. The Treatment Plan shall be reviewed and approved by the City prior to resuming construction.</p>	During construction	Construction Contractor, Qualified Paleontologist	City
<b>Greenhouse Gas Emissions</b>			

Mitigation Measure	Implementation and Schedule	Responsible for Implementing	Responsibility for Monitoring
<p><b>GHG-1</b> The following measures shall be required to reduce the greenhouse gas emissions of the project, to the extent that they are applicable to the proposed appliances to be installed within the convenience store:</p> <ul style="list-style-type: none"> <li>▪ In order to achieve compliance with off-street electric vehicle (EV) requirements in the most recently adopted version of CALGreen Tier 2, no fewer than four (4) EV capable spaces shall be installed.</li> <li>▪ CAPCOA Measure E-2: Require Energy Efficient Appliances. Require installation of Energy Star Certified appliances that exceed the energy efficiency of conventional appliances.</li> <li>▪ CAPCOA Measure E-3-B: Require Energy Efficient Commercial Packaged Boilers. Require commercial packaged boilers with a higher energy efficiency than what is required by regulation.</li> </ul>	Measure incorporated into design specifications	Project Applicant, Construction Contractor	City
<b>Hazards and Hazardous Materials</b>			
<p><b>HAZ-1</b> During construction, staging areas, welding areas, or areas slated for development using spark-producing equipment shall be cleared of dried vegetation or other materials that could serve as fire fuel. To the extent feasible, the contractor shall keep these areas clear of combustible materials in order to maintain a fire break. Any construction equipment that normally includes a spark arrester shall be equipped with an arrester in good working order. This includes, but is not limited to, vehicles, heavy equipment, and chainsaws.</p> <p>The following measures shall be implemented to reduce impacts from hazardous materials during construction:</p> <ul style="list-style-type: none"> <li>▪ Potentially hazardous materials, including fuels, shall be stored away from drainages and secondary containment shall be provided for all hazardous materials during construction.</li> <li>▪ Vehicles and equipment used during construction shall be provided proper and timely maintenance to reduce the potential for mechanical breakdowns leading to spills.</li> <li>▪ Maintenance and fueling shall be conducted in an area that meets the criteria set forth in the spill prevention plan.</li> <li>▪ If contaminated soil and/or groundwater is encountered or if suspected contamination is encountered during project construction, work shall be</li> </ul>	Measure included in contract documents and incorporated into design specifications. Prior to and during construction.	Construction Contractor	City

Mitigation Measure	Implementation and Schedule	Responsible for Implementing	Responsibility for Monitoring
<p>halted in the area, and the type and extent of the contamination shall be identified. A qualified professional, in consultation with the U.S. Department of Agriculture Forest Service (USFS) and the USEPA shall then develop an appropriate method to remediate the contamination. If necessary, a remediation plan approved by the USEPA shall be prepared and implemented for the duration of construction of the proposed project.</p>			
<p><b>HAZ-2</b> Accidental Spill Prevention and Response Plan</p> <ul style="list-style-type: none"> <li>▪ An accidental spill prevention and response plan shall be developed which will include a list of all hazardous materials used and/or stored on the project site during construction activities; appropriate information about initial spill response, containment, and cleanup strategies; and a list of appropriate City contact information. The plan shall require containment equipment and sufficient supplies to combat spills of oil or hazardous substances shall be on site at all times during construction.</li> </ul>	<p>Measure included in contract documents and incorporated into design specifications.</p>	<p>Construction Contractor</p>	<p>City</p>
<b>Hydrology and Water Quality</b>			
<p><b>HYD-1</b> The following measures will be implemented to reduce impacts to water quality from operation:</p> <ul style="list-style-type: none"> <li>▪ All stormwater runoff from parking and vehicle circulation areas will be treated prior to entering the stormwater drainage system and detention basin via bioretention facilities or catch basins with rechargeable, media-filled cartridges that trap particulates and adsorb pollutants from stormwater runoff such as total suspended solids, hydrocarbons, nutrients, metals, and other common pollutants.</li> <li>▪ The gas station shall be equipped with catchment basins of sufficient size to contain small spills. At a minimum, the basin shall be large enough to contain what may spill when the delivery hose is uncoupled from the fill pipe. Any spilled fuel shall be removed and disposed of immediately.</li> <li>▪ The fueling station pad shall be graded to prevent runoff from flowing across the pad, or to a drain with an oil and water separator prior to connection to the sanitary system or a closed sump. This would isolate any fuel or oil contamination in the fueling station area from the stormwater system.</li> </ul>	<p>Measure included in contract documents and incorporated into design specifications</p>	<p>Project Applicant, Construction Contractor</p>	<p>City</p>



## **CITY OF SHASTA LAKE**

PLANNING COMMISSION MEETING  
STAFF REPORT  
August 7, 2025

**Staff Assigned:** Peter Bird, Senior Planner

<b>Project:</b>	<b>Cascade Village</b> - Amendment to Use Permit 20-01
<b>File:</b>	UP 20-01
<b>Assessor's Parcel #</b>	005-250-078
<b>Location:</b>	4617 Shasta Dam Blvd
<b>Applicant:</b>	Fall River Brewing Company – John Hutchings
<b>Owners:</b>	ADK Properties
<b>Representative:</b>	John Hutchings
<b>Zoning:</b>	Village Mixed Use (VMU)
<b>Significant / Applicable</b>	State Planning and Zoning Act (Government Code)
<b>Legal Authority:</b>	California Environmental Quality Act (Public Resources Code)
	City of Shasta Lake Municipal Code (SLMC)
	Alcoholic Beverage Control Act (ABC)
	Title 5 (Business Licenses and Regulations) SLMC
	California Code of Regulations Title 24 (Building Code)
<b>Environmental</b>	Categorical Exemption – Class 1 (Existing Facilities) per
<b>Determination:</b>	Section 15301 of the California Environmental Quality Act
	Guidelines (CCR Title 14, Chapter 3, Article 19, Section 15301)

### **STAFF RECOMMENDATION:**

Staff recommends that the Planning Commission approve an amendment to the Cascade Village Use Permit 20-01 to allow a tap house and retail sales for Fall River Brewing Company at 4617 Shasta Dam Blvd.

Staff further recommends that the Planning Commission adopt a resolution finding the amendments consistent with the original environmental determinations.

### **RECOMMENDED MOTION:**

Staff recommends the following motion:

"I move the Planning Commission to adopt the resolution approving the amendment to Use Permit 20-01 and find the amendment exempt from CEQA pursuant to CEQA Guidelines Section 15301, subject to the required findings and conditions as set forth in the resolution of approval."

## **Amendment**

History of approval and assumptions for commercial use. Explanation of zoning and why we are here. Brief description of development standards.

The Cascade Village use permit was approved in January of 2020, and an amendment to allow a condominium plan and parcel map waivers was approved in October 2023. During the approval process of the original use permit, the commission approved all exceptions and incentives proposed for the development and verified that all other development standards would be met.



The current amendment, submitted by Fall River Brewing Company (FRBC), seeks to allow a tap house within the easterly commercial suite of Building A, 4617 Shasta Dam Boulevard, which includes an outdoor seating area.

The proposal includes on-site consumption and retail sales of FRBC product at 4617 Shasta Dam Blvd. Alcoholic beverages would be limited to those produced by Fall River Brewing Inc. and served from a designated location within the tap house. A full bar is not proposed. Per the Interim Zoning Ordinance, a use permit is required for wine tasting, microbreweries, and micro-distilleries.

FRBC will be open seven days a week between 11:30 a.m. and 10:00 p.m. This location is anticipated to operate similarly to the FRBC tap house at 1040 East Cypress Avenue in Redding, offering weekly trivia, an Oktoberfest celebration with food vendors, and possible acoustic music indoors or on the patio.

Access to alcohol will be restricted to adults 21 and over, and appropriate signage, ID checks, and employee training will be implemented in compliance with California Department of Alcoholic Beverage Control (ABC) regulations.

ABC

The proposed project requires approval for a Type 23 alcohol license, which includes on-site consumption and retail sale of beer and wine, and is issued by ABC. ABC's

decision is informed by factors such as the concentration of licenses and proximity to sensitive uses.

### *Concentration*

ABC releases the Census Tract Authorizations (CTA) report to help evaluate license distribution. This report outlines the quantity of alcoholic beverage licenses granted per census tract throughout the state and is utilized by ABC to establish the number of licenses assigned in each census tract relative to these county-wide population ratios:

**On-Sale Licenses:** One license per 2,000 residents.

**Off-Sale Licenses:** One license per 2,500 residents

The FRBC project is located within census tract 117.03, which is generally bounded to the south by Shasta Dam Boulevard and is between Shasta Park Drive and I-5. According to the CTA ratios, this census tract could support five off-sale licenses and four on-sale without being overconcentrated. Using the ABC data and after reviewing the mapped information, it was determined that approval of this license would exceed the ABC off-sale ratio by one license, or two if the Planning Commission approves the 7-Eleven project. There is currently one location in the census tract with an on-sale license.

An area is considered overconcentrated when the number of existing licenses in a census tract exceeds the authorized number based on population ratios. In such cases, new license applications may be denied unless the applicant can demonstrate that the issuance of the license would serve public convenience or necessity.

Retail sales at the site will include the filling or refilling of growlers from the existing taps. Since FRBC is not a standard retail site, issuing the Type 23 license would be practical and compatible with nearby uses. In addition, the tap house would utilize a space intended for commercial activities like restaurants or breweries. Staff do not believe overconcentration is a significant issue for this project.

### *Separation from Sensitive Uses*

According to CA Business and Professions Code 23789 a and b, ABC is authorized to refuse the issuance of any retail license for premises near churches and hospitals, or within 600 feet of schools, public playgrounds, or nonprofit youth facilities. In addition to this provision, and according to California Code of Regulations, Title 4, § 61.4, the ABC may refuse to issue a license if a premises is within 100 feet of a residence.

The project location complies with the required separation distances for churches, schools, and hospitals. The site is located within the same building as residential uses, is adjacent to public playgrounds, and is 260 feet north of a non-profit youth facility (Head Start).

If the location of a new license is within these separation distances, ABC may issue the permit if the applicant establishes that the business operation would not interfere with the individuals' "quiet enjoyment" of their property.

The introduction of on-site acoustic music may introduce a new source of noise to the area of up to 115 dB. However, the effect would be minimal if the music is located indoors. If the music is performed on the patio, the surrounding walls and roof will reduce the spread of the sound, directing it toward Shasta Dam Boulevard. In addition, the existing exterior level of noise generated by Shasta Dam Boulevard is approximately 70 dB at the commercial space, further reducing the impact of the new noise.

To prevent the project activities from affecting nearby sensitive uses, staff recommend restricting outdoor music to end by 9:00 pm.

## **ENVIRONMENTAL CLEARANCE**

### **1. California Environmental Quality Act (Public Resources Code)**

**The project is consistent with the original Categorical Exemption:** Class 1 (Existing Facilities) per Section 15301 of the California Environmental Quality Act Guidelines (CCR Title 14, Chapter 3, Article 19, Section 15301)

## **PLANNING COMMISSION OPTIONS**

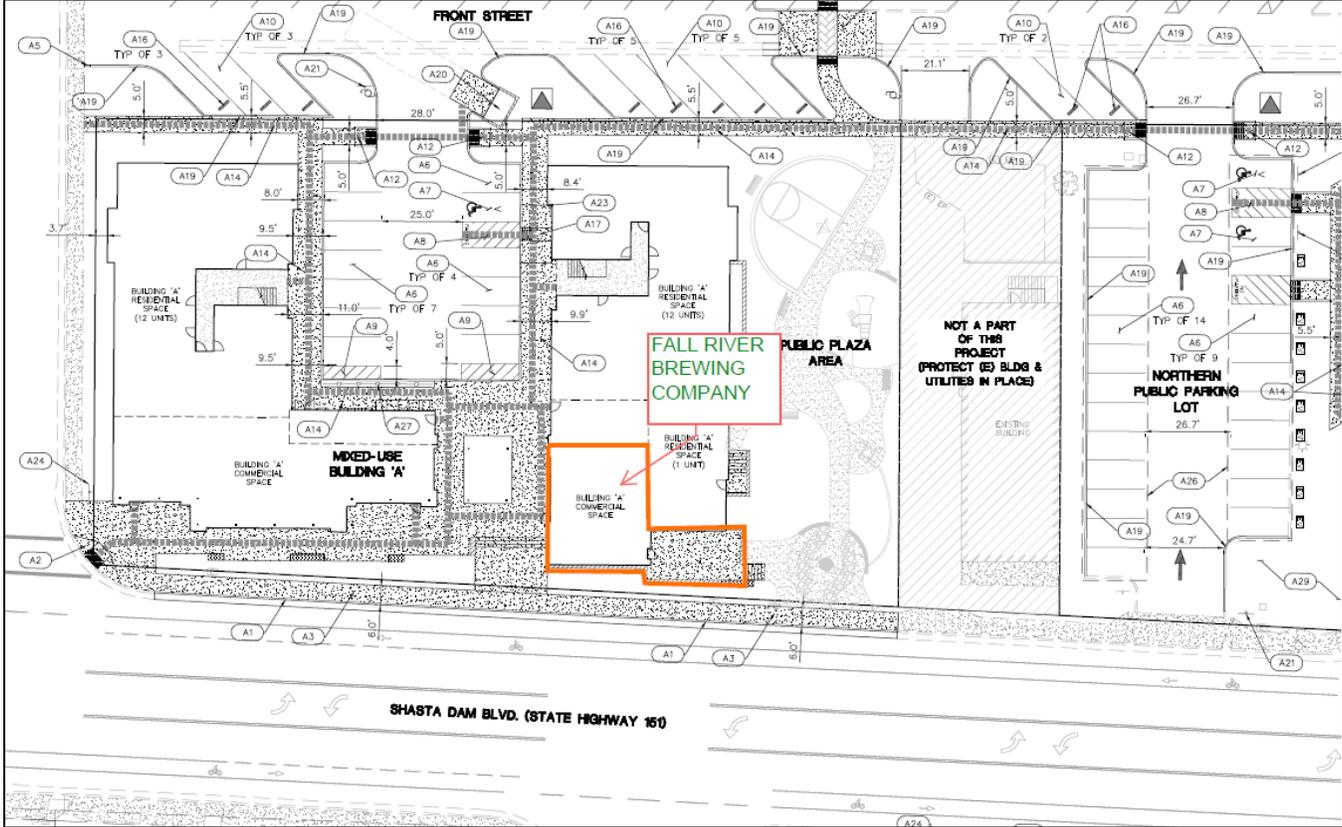
The Planning Commission has several options with respect to the applicant's request:

- 1. Approve the Use Permit Amendment:** The Planning Commission may take action to approve the use permit amendment by adopting the attached Resolution of Approval, as presented, or as amended by the Planning Commission.
- 2. Continue Action in Order to Obtain Additional Information:** The Planning Commission may request additional, specific information or require further investigations. The Commission has the option to continue the matter to a specific date to accomplish this.
- 3. Deny the Amendment to the Use Permit:** The Planning Commission may determine, following the public hearing, to deny the amendments. A denial must be based on specific findings that the proposed use would be detrimental to public health, safety, and welfare. This will require that the item be returned to the Planning Commission following modification of the resolution.

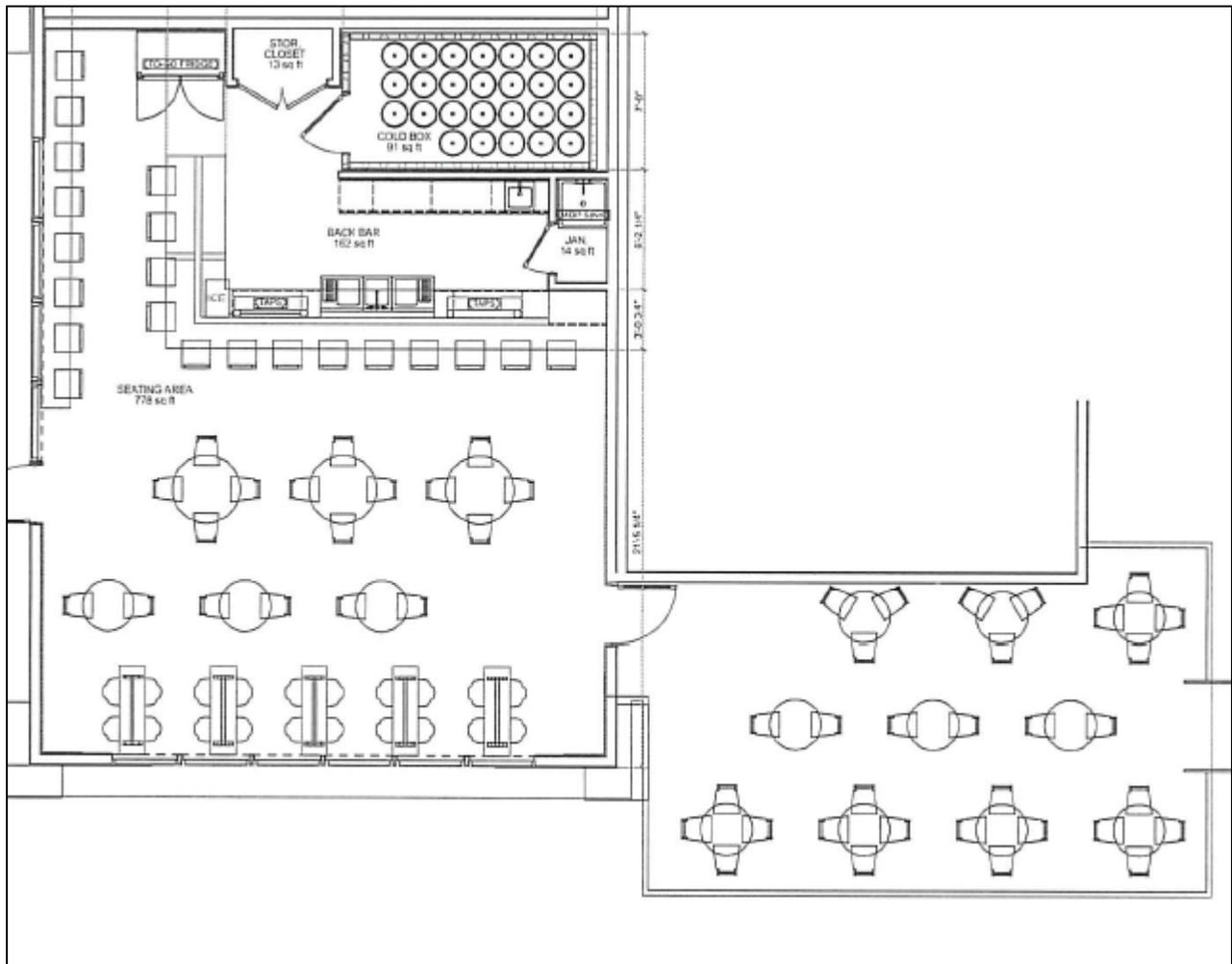
## **ATTACHMENTS**

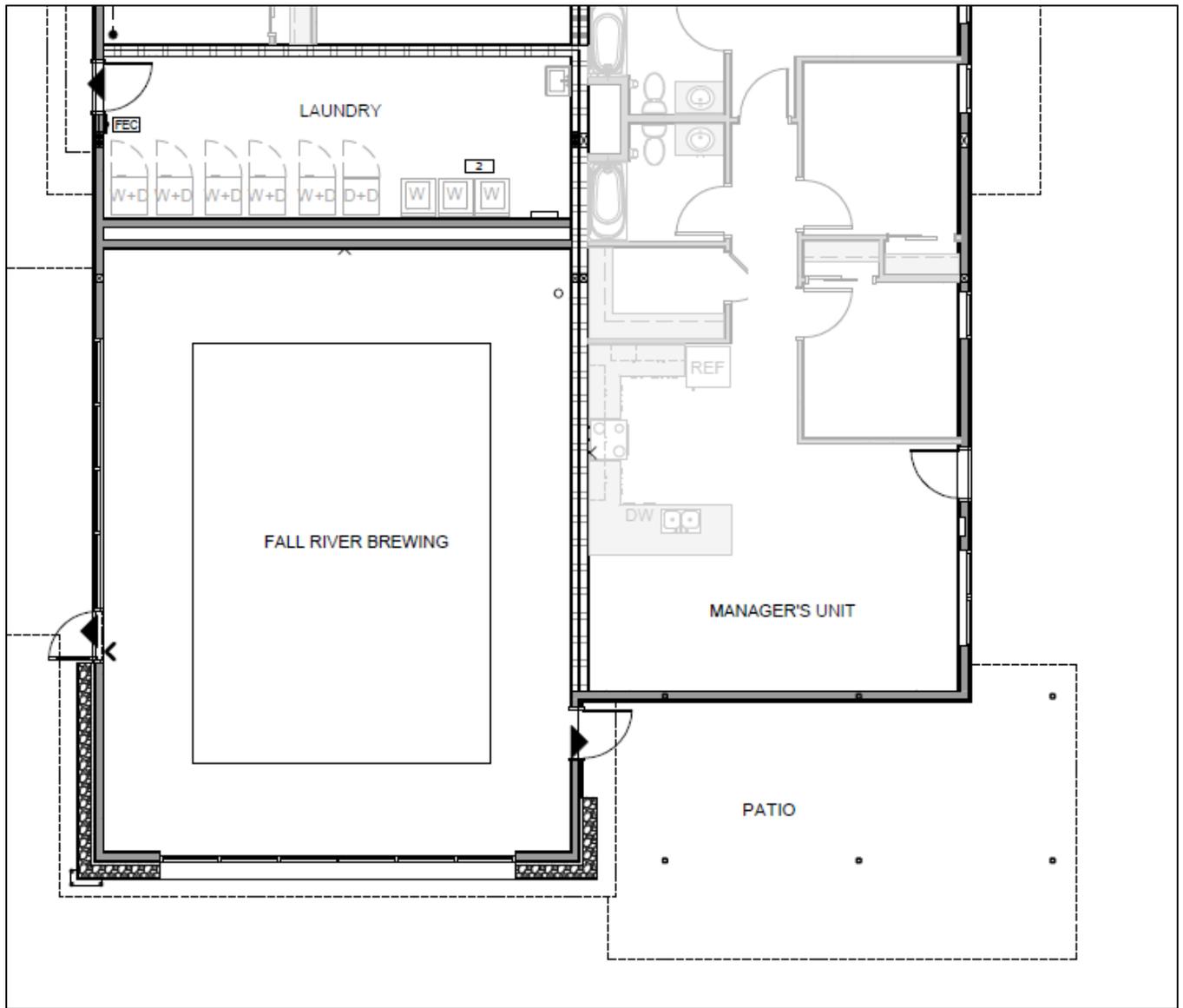
Attachment A – Floor Plan  
Attachment B – Site Plan  
Attachment C - Resolution

# Attachment A: Site Plan



# Attachment B: Floor Plan





# Exhibit C: Resolution

**RESOLUTION NUMBER PC 2025-XX**

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**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SHASTA LAKE  
APPROVING AN AMENDMENT TO USE PERMIT NUMBER 20-01  
FILED BY FALL RIVER BREWING COMPANY**

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**WHEREAS**, the Planning Commission of the City of Shasta Lake considered the amendment to Use Permit Number 20-01 filed by Fall River Brewing Company (Developer) for the property identified as Assessor's Parcel Numbers 005-250-078, 4617 Shasta Dam Boulevard, in accordance with Section 17.92.020 of the Shasta Lake Municipal Code (SLMC); and,

**WHEREAS**, Use Permit 20-01 was approved by the City of Shasta Lake Planning Commission on January 29, 2020; and

**WHEREAS**, Developer requests approval of a tap house, outdoor seating, and retail sales for Fall River Brewing Company at the existing commercial space at 4617 Shasta Dam Blvd; and,

**WHEREAS**, City Staff used the following information as dated: Planning Application, Floor Plan, and Site Plan received January 17, 2025; and,

**WHEREAS**, said Use Permit amendment and materials were referred to City departments and responsible agencies for review and comment; and,

**WHEREAS**, conditions from the City departments and responsible agencies have been incorporated into this Resolution; and,

**WHEREAS**, staff recommend the amendment to Use Permit 20-01 to accommodate the project; and,

**WHEREAS**, the proposal was legally noticed in the Intermountain News and notices were given to surrounding property owners; and

**WHEREAS**, on August 7, 2025, the Planning Commission held a duly noticed public hearing to obtain testimony regarding the proposed use.

**NOW, THEREFORE**, the City of Shasta Lake Planning Commission:

**A. Makes the following findings:**

**1. State Planning and Zoning Act**

**Approval of the Use Permit amendment is consistent with both the General Plan and Interim Zoning Ordinance as required by the State Planning and Zoning Act.**

As conditioned, the amendment is consistent with the purposes, intent, and

provisions of the General Plan and Zoning Code, including proposed uses and design standards. This property is designated by the Interim Zoning Ordinance as Village Mixed-Use and by the General Plan as Village Mixed-Use.

**2. California Environmental Quality Act (Public Resources Code and California Code of Regulations)**

The project is qualified for Categorical Exemption: Class 1 (Existing Facilities); per Section 15301 of the California Environmental Quality Act Guidelines (CCR Title 14, Chapter 3, Article 19, Section 15301).

**B. Approves Amendments to Use Permit 20-01 for the following listed uses and structures that are to be located as shown on the approved site plan. The Development Services Director may approve minor modifications. Any substantial revisions will require either an amendment to this permit or a new Use Permit.**

1. The project description contained within the associated application and staff report will constitute the use that is allowed by this Use Permit.

**C. The use is subject to the following conditions of approval, which shall be satisfied prior to commencement of the use unless otherwise noted. The Applicant shall remain in compliance with all conditions of approval throughout the life of the use.**

1. The requirements of all concerned governmental agencies having jurisdiction by law, including but not limited to the issuance of appropriate permits, shall be met.
2. All information required for construction or compliance with required permits, such as a geotechnical report or drainage and hydrology report shall be provided at the time of a building permit.
3. The property owner, or the assigned agent, agrees to defend, indemnify, and hold harmless the City of Shasta Lake ("City"), its agents, officers and employees from any claim, action, or proceeding to attack, set aside, void, or annul the approval of this Use Permit recorded hereunder. The City shall have sole discretion in selecting its defense counsel (unless there is a conflict, the City will use the City Attorney as its defense counsel). The City shall promptly notify the property owner, or the assigned agent, of any claim, action, or proceeding and shall cooperate fully in the defense.
4. Outdoor music shall be unamplified and continue no later than 9:00 pm.
5. The use authorized by this amendment is subject to all applicable conditions of approval outlined in Planning Commission Resolution 20-02, and any amendments thereto.
6. Pursuant to Shasta Lake Zoning Code Section 17.92.040(E), the use permit expires and is automatically null and void without further action by the City if the activity or use for which the use permit was granted has not been actively and substantially commenced within two years of the date of its approval, unless extended by the Development Services Director.

7. If at any time, the Development Services Director finds that one or more grounds exist for revocation, revocation proceedings will be initiated pursuant to Zoning Code Section 17.92.040.

**DULY PASSED AND ADOPTED** this 7<sup>th</sup> day of August, 2025, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

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**Darlene Brown, Chair**

Planning Commission, City of Shasta Lake

**ATTEST:**

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**Jessaca Lugo, City Manager**





# CITY OF SHASTA LAKE

PLANNING COMMISSION SPECIAL MEETING  
STAFF REPORT  
August 7, 2025

**Staff Assigned:** Jim Hamilton, Planner (Annuitant)

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<b>Project</b>	Rezone 23-01 – Interim Zoning Ordinance Extension - Public Hearing
<b>File</b>	Z 23-01
<b>Assessor’s Parcel #</b>	Citywide
<b>Location</b>	Citywide City of Shasta Lake
<b>Applicant</b>	
<b>Property Owner</b>	N/A
<b>Representatives</b>	Jim Hamilton, Planner (Annuitant)
<b>Applicable Legal Authority</b>	State Planning and Zoning Act (Government Code) Sections 65858 and California Government Code Sections 65100, et seq
<b>Environmental Determination:</b>	Exempt pursuant to CEQA Guidelines Section 15168 (c)(2)

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**SUMMARY**

The Interim Zoning Ordinance (IZO) represents the first phase of the update to Title-17 “Zoning” of the Shasta Lake Municipal Code. In combination with the existing provisions of Title 17, the IZO governs the use and development of property within the city. The interim zoning provisions provide zoning predictability for the public during a transition period until the comprehensive zoning ordinance is completed.

In August 2023, the City Council adopted the interim zoning ordinance and interim zoning map, and modified Title 17 to ensure that development entitlements and project activities would continue without interruption following the adoption of the new General Plan. Since its adoption, the IZO's streamlining and other provisions have proven to be both effective and adaptable.

Title 17, *Chapter 17.04 – 2040 General Plan* was codified to provide implementing authority allowing use of interim zoning provisions. The chapter includes *Sections 17.04.010 Interim zoning ordinance – Established; 17.04.020 - Interim zoning overlay map(s)—Established, and 17.04.030 - Interim zoning overlay districts and principal zone districts—Applicability*. These sections of Title 17 – Zoning establish a sunset date for use of the IZO of twenty-two months

(22) after the effective date of the ordinance. This public hearing is to request a Commission recommendation to the City Council to modify the applicable provisions of Title 17, Chapter 17.04 and extend the use of interim zoning provisions until the comprehensive zoning update is adopted.

**STAFF RECOMMENDATION:**

Staff recommends that the Commission review the information in the staff report and consider testimony provided during the public hearing, and if determined appropriate, recommend to the City Council that they:

- a. Find the proposed ordinance amendments exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15168 (c)(2)); and
- b. Adopt the ordinance amending specified sections of Chapter 17.04 - “2040 General Plan” of City of Shasta Lake Municipal Code as set forth in the attached resolution and draft ordinance, including its attachments and exhibits, thereby readopting and extending the City of Shasta Lake Interim Zoning Ordinance and related Interim Zoning Overlay Maps.

**RECOMMENDED MOTION**

*“I move the Planning Commission adopt the attached resolution, finding the proposed ordinance amendments exempt from further environmental review, and recommending the City Council adopt the ordinance amending Chapter 17.04 of the Municipal Code.”*

**BACKGROUND:**

Various provisions of state law recognize that updating a city’s zoning ordinance will be necessary following the adoption of a new general plan. On November 15, 2022, the City Council adopted Ordinance No. 2022-296, “Codification and Inclusion of the General Plan in the Municipal Code.” The ordinance included initial direction on reviewing land use entitlements following the adoption of the 2040 General Plan.

Complete interim zoning provisions were developed, and on June 22, 2023, the Planning Commission recommended that the City Council adopt the interim zoning provisions and zoning overlay maps. The ordinance and maps establish a regulatory relationship between the goals and policies of the General Plan and the previously established development and permitting standards of Title-17 Zoning of the Municipal Code. The ordinance includes permitting standards and provisions to manage inconsistencies between the General Plan and Title 17, including allowable uses, as well as interim development standards for mixed-use development.

**PROJECT DESCRIPTION**

The project involves making minor amendments to the provisions of *Chapter 17.04 – 2040 General Plan* of the Municipal Code. Specifically, the amendments would remove the 22-month “sunset” provision for using the interim zoning provisions until completion and adoption of Phase II of the comprehensive zoning ordinance update (CZO). The interim zoning provisions were adopted utilizing the typical zoning amendment process, not through the urgency ordinance process as provided for in state law (CGC §65858).

## **ENVIRONMENTAL DETERMINATION**

On November 1, 2022, the City Council certified the Final Program Environmental Impact Report (FEIR) for the 2040 General Plan Update. The FPEIR includes a comprehensive analysis of land use changes anticipated under the 2040 General Plan, including identification of necessary zoning modifications that are implemented by the IZO. The proposed zoning ordinance amendments are therefore within the scope of the Findings of Fact and the adopted Mitigation Measures in the FPEIR. The staff has determined (pursuant to CEQA Guidelines Section 15168 (c)(2)) that the substantive provisions of the California Environmental Quality Act (CEQA) have been satisfied, and no further CEQA documentation is necessary.

## **ALTERNATIVES**

Alternatives to the recommended action include the following:

1. **Recommend that the proposed Chapter 17.04 ordinance modifications not be adopted.** This action, if sustained by the City Council, would result in the expiration of the interim zoning provisions, and they will no longer be applied. The Development Services Director and Commission will be required to interpret the application of the current Title 17 – Zoning provisions as they relate to the policy and land use direction of the General Plan on a case-by-case basis.
2. **Continue the public hearing for additional information until the next regularly scheduled Commission meeting (9/4/25).** The Commission should provide feedback to staff on any additional information required for their consideration, including modifications to the attached draft ordinance that should be addressed prior to the meeting.

## **ATTACHMENTS**

Attachment 1 – Recommended Ordinance Amendment  
Attachment 2 – Planning Commission Resolution

## A. RECOMMENDED ORDINANCE AMENDMENT

The Planning Commission recommends to the City Council the following amendments to Chapter 17.04 of the Shasta Lake Municipal Code—New provisions are indicated in RED UNDERLINED text, and deleted provisions are indicated by STRIKEOUT.

### I. Amend Section 17.04.010 - Interim zoning ordinance – established, of the City of Shasta Lake Municipal Code to read as follows:

The city council establishes the 2040 General Plan Interim Zoning Ordinance, which is hereby incorporated by reference into Title 17- Zoning. The Interim Zoning Ordinance shall be used with other applicable provisions of Title 17 in the review and regulation of all development and use of property within the city limits. ~~Unless extended by separate city council action, the "2040 General Plan Interim Zoning Ordinance" shall sunset and be of no further authority twenty-two (22) months after the effective date of the ordinance adopting these provisions.~~

### II. Amend Section 17.04.020 - Interim Zoning Overlay Map (s) – established, of the City of Shasta Lake Municipal Code to read as follows:

The city council establishes and adopts the 2040 General Plan "Interim Zoning Overlay Maps" which are hereby incorporated by reference into Title 17 - Zoning. These maps and the related zone districts apply to all properties within the city limits of Shasta Lake, consistent with the land use districts as established on the 2040 General Plan Land Use Diagram. The interim zoning overlay maps shall be used as necessary to apply the Interim Zoning Ordinance to the development and use of all property within the city limits. ~~Unless extended by separate city council action, the "2040 General Plan Interim Zoning Overlay Maps" shall sunset and be of no further authority twenty-two (22) months after the effective date of the ordinance adopting these provisions.~~

### III. Add Section 17.04.030: Interim zoning overlay districts and principal zone districts – applicability, to the City of Shasta Lake Municipal Code to read as follows:

The 2040 General Plan Interim Zoning Overlay Districts are hereby created and incorporated by reference into this title. These districts shall apply to all lands within the city, including the principal zoning districts set forth in this title, and which are reflected on the zoning map of the City of Shasta Lake. Any principal zoning district ~~which that~~ is not identified on the official principal zone maps of the city on ~~the effective date of this ordinance~~ August 31, 2023, shall no longer be applicable. Any lands subject to this title which are not designated in the zoning plan with a principal district designation, shall be subject to the applicable district designation as reflected in the 2040 General Plan Interim Zoning Overlay map(s), and shall also be subject to the development requirements and standards of the most applicable principal zoning district as determined by the development services director. The decision of the development services director may be appealed to the planning commission, as specified in Section 17.94.060 of this title. ~~Unless extended by city council action, the provisions of this section shall sunset and be of no further authority 22 months after the effective date of the ordinance adopting these provisions.~~

## RESOLUTION NUMBER PC 2025-XX

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### A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SHASTA LAKE RECOMMENDING THAT THE CITY COUNCIL EXTEND INTERIM ZONING PROVISIONS TO IMPLEMENT THE GENERAL PLAN AND ITS RELATED LAND USE MAP, INCLUDING RECOMMENDING MINOR TEXT AMENDMENTS TO TITLE-17 “ZONING” OF THE SHASTA LAKE MUNICIPAL CODE

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**WHEREAS** Section 65300 et seq. of the California Government Code requires each city to prepare and adopt a comprehensive, long-range general plan for the physical development of the city; and

**WHEREAS** a comprehensive update to the City's General Plan was adopted on November 15, 2022, and the update includes the 2020-2028 Housing Element, and the 2022 Local Hazard Mitigation Plan (LHMP); and

**WHEREAS** the City of Shasta Lake conducted numerous public workshops and received substantial public participation in the development of the 2040 General Plan update, which includes the need to modify existing zoning provisions to implement General Plan goals and policies; and

**WHEREAS**, on November 15, 2022, the City Council adopted Ordinance No. 2022-296, providing for the codification of the 2040 General Plan, and identifying interim zoning direction; and

**WHEREAS**, as required by state law, the City is preparing a comprehensive update to Title 17 - “Zoning” of the Shasta Lake Municipal Code to achieve consistency with the goals, policies, and land use direction of the 2040 General Plan Update; and

**WHEREAS** the city adopted interim zoning provisions and related amendments to Title 17 as Phase I of the comprehensive update to Title 17 “Zoning” of the Municipal Code; and

**WHEREAS** the continued use of the interim zoning provisions is necessary to provide predictability and certainty for property owners and the public until the completion of Phase II of the comprehensive zoning update; and

**WHEREAS** the Planning Commission has received briefings and held workshops since September 2023 on the specific topics that are being addressed in the preparation of the

**WHEREAS** public notice of the public hearing to consider proposed amendments to Title 17 and extending use of the interim zoning provisions was published in the Intermountain News, a newspaper of general circulation, on July 23, 2025; and

**WHEREAS** the Planning Commission has reviewed and considered the record in connection with the proposed amendments to Title 17, Chapter 17.04, including the staff report, 2040 General Plan, interim zoning provisions, public testimony, and all other documents and evidence that are part of the administrative record for these actions.

**NOW, THEREFORE BE IT RESOLVED** that the Planning Commission does hereby make the following findings, determinations, and recommendations to the City Council regarding the proposed action:

#### **A. FINDINGS AND DETERMINATIONS**

1. The Planning Commission has utilized its independent judgment in considering the information contained in this resolution, the staff report, report attachments and other exhibits, and written and oral testimony received during the public meetings and hearings regarding the amendments to Title 17, Chapter 17.04.
2. The interim zoning provisions represent the appropriate first phase of the required comprehensive update to Title 17 - Zoning of the municipal code, because they will help ensure that new development will be entitled and developed consistent with the direction of the 2040 General Plan, thereby providing predictability for property owners, developers and the general public until a final updated comprehensive zoning plan (Phase II), is completed. As such, their adoption is in the interest of the public health and safety and the general welfare of the residents and businesses of the city.
3. The interim zoning provisions were prepared and originally adopted in compliance with state law and local ordinances. The Planning Commission further determines that the interim zoning ordinance was intended to operate until the required comprehensive update to the city's zoning plan is completed and that it is necessary to extend its use until then.
4. The Planning Commission recommends that the City Council adopt amendments to Title-17, Chapter 17.04, as set forth below, to support the continued use of the interim zoning provisions.

#### **B. ENVIRONMENTAL DETERMINATION**

1. The Planning Commission has determined that the 2040 General Plan Program Environmental Impact Report (DPEIR and FPEIR, in combination "EIR"), adopted on November 1, 2022, uses detailed land use programming for the basis of its analysis, with a focus on vacant and underutilized properties that are subject to the policies and requirements for new development between the present and 2040. The EIR includes a comprehensive analysis of land use changes anticipated under the 2040 General Plan, with specific detail in the areas of land use density and intensity, housing, transportation, infrastructure, air quality, greenhouse gas emissions, noise, open space, public health and safety, and other topics, all based on reasonable assumptions as to the amount, type, and character of land use changes envisioned under the 2040 General Plan.
2. The proposed ordinance amendments are within the scope of the Findings of Fact and the Mitigation Measures contained in the 2040 General Plan Update Draft and Final Environmental Impact Report (FEIR), and the City finds and determines pursuant to CEQA Guidelines Section 15168 (c)(2), that the

substantive provisions of the California Environmental Quality Act (CEQA) have been satisfied, and no further CEQA documentation is required.

### **C. RECOMMENDED ORDINANCE AMENDMENT**

I. Amend Section 17.04.010 - Interim zoning ordinance – established, of the City of Shasta Lake Municipal Code to read as follows:

The city council establishes the 2040 General Plan Interim Zoning Ordinance, which is hereby incorporated by reference into Title 17- Zoning. The Interim Zoning Ordinance shall be used with other applicable provisions of Title 17 in the review and regulation of all development and use of property within the city limits.

II. Amend Section 17.04.020 - Interim Zoning Overlay Map (s) – established, of the City of Shasta Lake Municipal Code to read as follows:

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III. Add Section 17.04.030: Interim zoning overlay districts and principal zone districts – applicability, to the City of Shasta Lake Municipal Code to read as follows:

The 2040 General Plan Interim Zoning Overlay Districts are hereby created and incorporated by reference into this title. These districts shall apply to all lands within the city, including the principal zoning districts set forth in this title, and which are reflected on the zoning map of the City of Shasta Lake. Any principal zoning district that is not identified on the official principal zone maps of the city on August 31, 2023, shall no longer be applicable. Any lands subject to this title which are not designated in the zoning plan with a principal district designation, shall be subject to the applicable district designation as reflected in the 2040 General Plan Interim Zoning Overlay map(s), and shall also be subject to the development requirements and standards of the most applicable principal zoning district as determined by the development services director. The decision of the development services director may be appealed to the planning commission, as specified in Section 17.94.060 of this title.

The above recitals are true and correct and constitute the facts supporting the findings and determinations made by the Planning Commission in approving this Resolution and recommending adoption of the ordinance amendments to the Municipal Code.

**DULY PASSED AND ADOPTED** this 7<sup>th</sup> day of August, 2025, by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**

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**Darlene Brown, Chair**  
Planning Commission, City of Shasta Lake

**ATTEST:**

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**Jessaca Lugo, City Manager**