



550 Main Street
P. O. Box 470
Weed, CA 96094
(530) 938-5020
(530) 938-5096 (FAX)

PLANNING COMMISSION AGENDA REGULAR MEETING

Date of Meeting October 15, 2025
Time of Meeting: 5:30 p.m.
Place of Meeting: Commission Chambers, 550 Main Street

1. **PLEDGE OF ALLEGIANCE**

2. **ROLL CALL:**
- | | |
|--------------|-----------------|
| Chair | Martin Nicholas |
| Vice-Chair | Veronica Rivera |
| Commissioner | Derek Dewhurst |
| Commissioner | Brian Palmer |
| Commissioner | Robert Thomas |

3. **NON-AGENDA PUBLIC COMMENT**

This is the time set aside for those wishing to address the Commission on matters that fall under the authority of the Commission and are not listed on this agenda. No action may be taken by the Commission except to set the matter presented for the next regular Commission meeting.

4. **CONFLICTS OF INTEREST**

If a member of the Commission has a conflict of interest on any item on this agenda, this is the time to declare it. The Commissioner will step from the dais at the time the matter comes under Commission consideration.

5. **AGENDA -**

PUBLIC HEARING PROTOCOL

1. The Mayor/Chair introduces the agenda item.
2. Staff Report is presented.
3. Public Hearing is opened.
 - a. Presentation by Project Proponent/Consultant
 - b. Testimony by Interested Parties.
 - c. Rebuttal by Project Proponent.
 - d. Staff Response.
4. Public Hearing is closed.
5. City Council/Commission Discussion of Project.
6. Action.

Planning Commission will hold public hearing(s) to consider the following:

- A. Request for Use Permit to operate a short-term vacation rental:
1198 Railroad Ave 060-162-020-000 Owner Mark Cole.**

6. **APPROVAL OF MINUTES:** September 17, 2025

No formal motion is required to accept the minutes. If there are no corrections, the minutes stand approved as written.

7. **COMMISSIONER'S REPORTS**

Items presented here will be informational or for the purpose of inquiry and may result in subsequent action by staff responding at this time or at a future meeting.

8. **STAFF REPORTS**

9. **ADJOURNMENT**

Staff reports and/or other written documentation pertaining to the items on the agenda are on file in the Office of the City, Clerk and are available for public inspection during normal weekday business hours. Information may be obtained by calling (530) 938-5020. City Council Minutes and Agendas may also be available on the City's website: <http://www.ci.weed.ca.us>. Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 550 Main Street during normal business hours, or on the City's website at www.ci.weed.ca.us.



CITY OF WEED
PLANNING COMMISSION
Staff Report

MEETING DATE: October 15, 2025

REQUEST: Request for a Use Permit to Operate Short-Term Vacation Rental

LOCATION: 1198 Railroad Ave, Weed, CA 96094
APN: 060-162-020

APPLICANT: Mark Cole
14 Ebbtide Ct
Sacramento CA 95831-2406

PROPERTY OWNER: Mark and Veronica Cole
14 Ebbtide Ct
Sacramento CA 95831-2406

RECOMMENDATION

"I move that the Planning Commission find that the proposed project is exempt from CEQA per CEQA Guidelines Section 15332 and approve a Conditional Use Permit for Mark Cole at 1198 Railroad Ave APN 060-162-020, subject to conditions of approval in this Staff Report."

PROJECT/AREA DESCRIPTION

General Plan Designation: R-1, Single Family Residential
Zoning Designation: R-1, Single Family Residential
Property Size: 0.217 Acre (approx.)

PROPOSED PROJECT

The proposed project is for a conditional use permit (CUP) to allow a short-term vacation rental through Airbnb at 1198 Railroad Avenue. (see Figure 1).



Figure 1 Site Location



Figure 2 Street View North



Figure 3 Street View South

ANALYSIS

The Weed Zoning Code (section 5.24) establishes the following requirements for a short-term vacation rental:

1. Applicants must pay an application fee to the city clerk. (§ 5.24.030c)
2. Applicant shall apply and pay the fee for a city business license upon the issuance of a permit and before offering any short-term rentals. (§ 5.20.040)
3. The applicant shall pay to the city a transient occupancy tax in the same amount and on the same terms and conditions as is required of hotels and motels operations within the city. (§ 5.24.050)
4. The applicant cannot offer the leased premises for short-term rental occupancy if the lease prohibits it. (§ 5.20.060)

The 1,380 square foot home was built in 2024, a 3-bedroom, 2-bathroom home. Concerns about short-term vacation rental usually come from parking issues, noise levels from occupants, and neighboring residents having a contact in case there are issues with the rental. (loud parties, etc.).

In order to address parking issues, the applicant must designate a parking spot for the unit and set a limit on motor vehicles for the unit.

As for noise levels, future occupants would need to comply with the maximum permissible sound levels for residential designations as established in the City's Municipal Code Chapter 9.18, Noise Control. Staff recommend applicant register with the Weed Police Department include contact information containing a phone number that can be reached during all hours in case of emergency at the home or loud parties, etc.

As for snow maintenance, the applicant as a property owner shall take reasonable and prompt measures to remove snow from, and treat ice with sand or other appropriate material, to provide traction on sidewalks as stated in the City's Municipal Code Section 12.16.060, Snow removal from sidewalks.

With these provisions in place, Staff believes the short-term vacation rental at this location would not significantly disrupt the surrounding homes in the area.

ENVIRONMENTAL REVIEW

The proposed project meets the criteria for an exemption from the California Environmental Quality Act Guidelines (CEQA) Section §15061(3)

Project is exempt because it is a passive use in an existing facility. Renting residential rooms on short term basis is not a use that requires additional construction that expands the structure or otherwise requires construction or disturbance.

Per conditions of approval, the applicant will need to be responsible for maintaining the property.

FINDINGS

Section 18.32.040 of the Weed Municipal Code requires that the Planning Commission make the following findings to approve a Use Permit.

1. The proposed use is allowed with a use permit within the applicable zoning district and complies with all applicable provisions of this development code.

Comment: The project site is zoned R-1, Single Family Residential. As mentioned in 5.24.030b vacation rentals are allowed in all zoning districts only upon the application and issuance of a conditional use permit by the planning commission. The proposed project requests a conditional use permit as a short-term vacation rental, therefore if the Commission approves the conditional use permit the project will be consistent with the R-1 zone district.

2. The proposed use is consistent with the general plan and any applicable specific plan.

Comment: The project site is designated Single Family Residential on the Land Use Map of the City of Weed General Plan. Since the conditional use permit allowing short-term vacation rental operations would be similar to the existing residential environment, the proposed use is consistent with the General Plan.

3. That the establishment, maintenance, or operation of the use applied for will not, under the circumstances of the particular case, be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use.

Comment: The proposed use of the site is consistent with the surrounding uses in the residential area. The conditions of approval will ensure that impacts from future occupants are contained within the project site and would not affect the neighborhood.

The combination of compliance with Weed municipal code and the conditions of approval included in this staff report, support the Commission making this finding.

4. That the proposed project will not be injurious or detrimental to property and improvements in the neighborhood or the general welfare of the city.

Comment: The proposed project does not include permanent improvements. Applicants offering the leased premises for short-term rental occupancy would be held responsible for maintenance of the property such as snow removal and disclosing the acceptable noise level for the residential area as mentioned in the City's Municipal Code. As these are not permanent changes to the site, there is no conflict with the area or the city.

5. Application for use permits shall be made in writing by the owners of the property, lessee, purchaser in escrow, or optionee with the consent of the owners.

The application materials include written permission from the property owner to the City clerk.

CONDITIONS OF APPROVAL

Staff's recommended conditions of approval for the proposed project are included in the attachments to this report.

PUBLIC HEARING NOTICE

Legal Notice for this item were sent to all property owners of record within a 300-foot radius of the project site as required by California State Law §65091(a)3.

ALTERNATIVE PLANNING COMMISSION ACTIONS

- Approve the Conditional Use Permit with attached or alternate conditions.
- Deny the Conditional Use Permit
- Continue the item to a future meeting.

ATTACHMENTS:

- A. Application Materials

**Conditional Use Permit for
Mark Cole 1198 Railroad Avenue, Weed, CA 96094**

**Conditions of Approval
APN: 060-162-020**

1. Applicant must provide accessible parking space or disclose to the occupant about public parking along city street.
2. Applicant as property owner within a single-family residential area shall take reasonable and prompt measures to remove snow from, and treat ice with sand or other appropriate material, to provide traction on such sidewalks (§12.16.060).
3. Applicants must pay an application fee to the city clerk for a conditional use permit. (§ 5.24.030c)
4. Upon the issuance of a permit and before offering any short-term rentals, the applicant shall apply and pay the for a city business license. (§ 5.20.040)
<https://www.ci.weed.ca.us/page/business-license>
5. The applicant shall pay the city a transient occupancy tax in the same amount and on the same terms and conditions as is then requires of hotels and motels operations within the city. (§ 5.24.050) <https://weed.hdlgov.com/home/index/tot>
6. The applicant shall not offer the leased premises for short-term rental occupancy where the lease prohibits it. (§ 5.20.060)



CITY OF WEED NOTICE OF EXEMPTION

TO BE SENT TO:

- ☒ County of Siskiyou County Clerk
311 Fourth Street, Room 201
Yreka, CA 96097
- ☐ Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

LEAD AGENCY CONTACT:

City of Weed
P.O. Box 470
Weed, CA 96094
(530) 938-5020
Contact: Sandra Duchi, City Clerk
sandra.duchi@ci.weed.ca.us

PROJECT APPLICANT/SPONSOR: Mark Cole

PROJECT LOCATION: 1198 Railroad Ave Weed, CA 96094

APN(s): 060-162-020-000

PROJECT DESCRIPTION: Conditional Use Permit for Short Term Rental(s) at 550 Shatina Dr Weed CA 96094

This is to advise that the Planning Commission of the City of Weed as Lead Agency, on October 15, 2025, approved the above-described project for short term rental(s); and determined the project to be exempt from further environmental review requirements contained in the California Environmental Quality Act (CEQA).

EXEMPTION STATUS:

- Ministerial (Sec. 21080(b)(1); Sec. 15268)
- Declared Emergency (Sec. 21080(b)(3); Sec. 15269(a))
- Statutory Exemption
- ✓ **General Rule /** **Class 1, Existing Facilities (Section 15301)**
Categorical Exemption
- Other: (Sec. .

REASONS TO SUPPORT EXEMPTION FINDINGS: Class 3 consists of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure. The numbers of structures described in this section are the maximum allowable on any legal parcel. Examples of this exemption include but are not limited to:

(e) Accessory (appurtenant) structures including garages, carports, patios, swimming pools and fences.

LEAD AGENCY CONTACT: Dustin Stambaugh
City Manager Planning Director

PHONE NUMBER: (530) 938-5020

Dustin Stambaugh Planning Director

Date

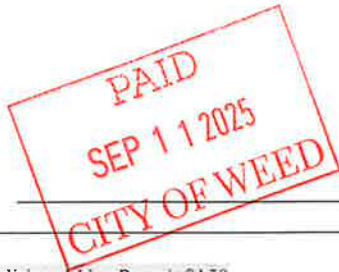
10/16/2025



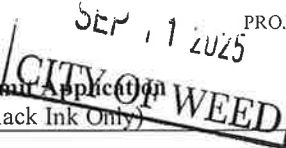
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CITY OF WEED

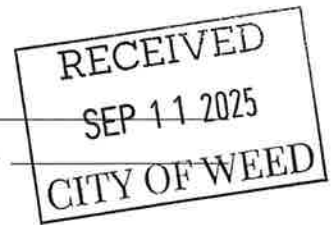
P. O. Box 470, Weed, CA 96097
530.938.5020 530.938.5096 (FAX)



Conditional Use Permit Application
(Print or Type in Black Ink Only)



APN _____
PROJECT NO. _____



- | | |
|--|---|
| ☐ Conditional Use Permit \$150 | ☐ Special Animal Permit \$25 |
| ☐ Architectural Review / Design \$100 | ☐ Second Dwelling Unit \$150 |
| ☐ Subdivision (4 or Less) \$200* | ☐ Boundary / Lot Line Adjustment \$100 |
| ☐ Subdivision (5 or More) \$500* | ☐ Variance \$150 |
| ☐ Zone Amendment \$160 | ☐ Tree Cutting Permit – Residential \$25 / Commercial \$75 / Home Firewood \$0 |
| ☐ General Plan Amendment \$500 | If not listed, check with Planner for fees and description |
| ☐ Home Occupation Permit \$75 | |
| ☐ Sign \$75 | |

In addition to the above fees, applicants shall be required to reimburse the City of Weed for any additional costs of issuing permit, including but not limited to, extraordinary fees for legal counsel and/or consultant costs.

* Engineering and planning consultant fees are assessed on a per hour basis. An initial fee, based on an estimated number of hours for the individual project will be determined at the start of the project, and must be paid by the applicant in addition to the application fee prior to commencement of the application process.

USE PERMIT APPLICATION

OWNER AND REPRESENTATIVE

Applicant: Name Mark Cole

Address 1198 Railroad Avenue

Phone (916) 947-2816

Landowner: Name Mark + Veronica Cole

Address: 14 Ebbtide Ct Sac CA 95831

Phone Number: (916) 947-2816

Representative: Name Mark Cole

Address: 14 Ebbtide Ct Sac CA 95831

Phone Number: (916) 947-2816

DESCRIBE IN DETAIL YOUR PROPOSED PROJECT
(INCLUDING ALL PROPOSED USES)

Connect and rent my home to healthcare professionals
such as Travel Nurses

LOCATION:

Township _____, Range _____, Section(s) _____

Zoning: _____ Deed Reference: _____

Total Acreage: _____

List of Assessor's Parcel Numbers of Properties on which this Use Permit is proposed.

AP #	Owner	Address
060-162-020-00	Mark + Veronica Cole	14 Ebbtide Ct Suc CA 95831

ATTACH A COPY OF YOUR GRANT DEED WITH THIS APPLICATION

Attached

PROPERTY FOR WHICH THE USE PERMIT IS BEING REQUESTED

_____ Acres _____ Square Feet

ACCESS TO THE PROPERTY: (show access on the map)

___ City Street _____ (Name)

___ State Highway _____ (Name)

___ Recorded Private Road Easement Official Record No. _____

___ Other _____

FLOOD WATER DRAINAGE CONTROL

Are there any natural or man-made water sources on the property?

___ Yes ~~___~~ No If yes show high water mark on the map.

IS THE PROPERTY SUBJECT TO SATURATION DUE TO:

___ Yes	~~___~~ No	Springs
___ Yes	~~___~~ No	Seeps
___ Yes	~~___~~ No	Irrigation Ditches
___ Yes	~~___~~ No	Surface Water
___ Yes	~~___~~ No	Other

If you answer yes to any of the above, show location on the map.

ARE THERE ANY BUILDINGS LOCATED ON THE PROPERTY:

___ Yes, If the answer is yes, indicate location on map and label according to use.
~~___~~ No

APPROXIMATE PERCENTAGE SLOPE OF PROPERTY

___ 0-5% ___ 5-10% ___ 10-15% ___ 15-20% ___ 20-25%

___ 25-35% ___ over 30% (show direction and percentage on map)

DESCRIBE THE PRESENT USE BEING MADE OF THE PROPERTY

FILING FEES:

\$ 150.00 Make your check payable to the City of Weed.

****Your application will not be accepted by the Planning Department unless the appropriate filing fee accompanies it****

****If the project is approved other fees may include the following****

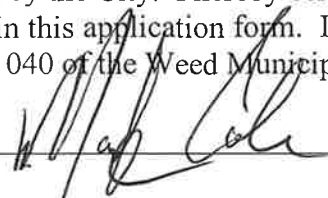
CEQA Document	Fees Effective January 1, 2025
Negative Declaration (ND)	\$2,968.75
Mitigated Negative Declaration (MND)	\$2,968.75
Environmental Impact Report (EIR)	\$4,123.50
Environmental Document pursuant to a Certified Regulatory Program (CRP)*	\$1,401.75

\$ 50.00 payable to the Siskiyou County Clerk.

****These fees are not paid until the City adopts the environmental determination and paid at the County Clerk's office upon filing****

PROPERTY OWNER SIGNATURE REQUIREMENTS:

I hereby certify that the facts, statements, and information presented within this application form are true and correct to the best of my knowledge and belief. I hereby understand and certify that any misrepresentation or omissions of any information required in this application form may result in my application being delayed or not approved by the City. I hereby certify that I have read and fully understand all the information required in this application form. I certify that I have read and understand Chapter 18.32.020, 030, and 040 of the Weed Municipal Code; Use Permit.



Signature of Owner(s)

1198 Railroad Ave
Weed CA 96094

Address

In addition to those items indicated, Use Permit Plot Plan and diagrams shall be no larger than

2-0-17
RECORDING REQUESTED BY:

Willie Tatum

WHEN RECORDED MAIL TO AND
MAIL TAX STATEMENTS TO:

Mark Cole
Veronica Hackett-Cole
14 Ebbitide Court
Sacramento, CA 95831



Siskiyou, County Recorder

Mike Mallory, Assessor - Recorder

DOC - 2016 - 0004416 - 00

Check Number 3669

Monday, MAY 09, 2016 15:18:43

Ttl Pd \$22.50 Nbr-0000278927

DMK / C2 / 1-2

Documentary Transfer Tax: \$ 5.50

☐ computed on the consideration or value of property conveyed; OR
☐ computed on the consideration or value less liens or encumbrances
remaining at time of sale

GRANT DEED

APN: 060-162-020

The undersigned Grantor declares

Signature of Declarant

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

**Willie Tatum HEREBY GRANTS TO Mark Cole & Veronica Hackett-Cole, Husband
and Wife, as Joint Tenants,**

the real property in the ☒ City of Weed ☒ unincorporated area of the County
of Siskiyou, State of California described as follows:

Lot 2, Block 2, Weed Subdivision Unit #3, according to the recorded plat thereof filed in the
Office of the County Recorder of said County on December 10, 1958 in Book 3 Town Map
Book, page 19.

Commonly known as 1198 Railroad Avenue, Weed, CA

Dated: 5-9-16

Willie Tatum
Willie Tatum

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

STATE OF CALIFORNIA

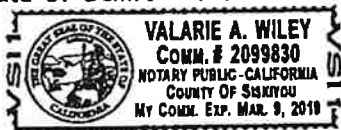
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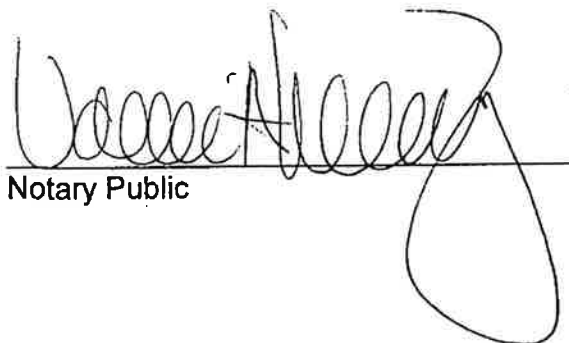
COUNTY OF SISKIYOU

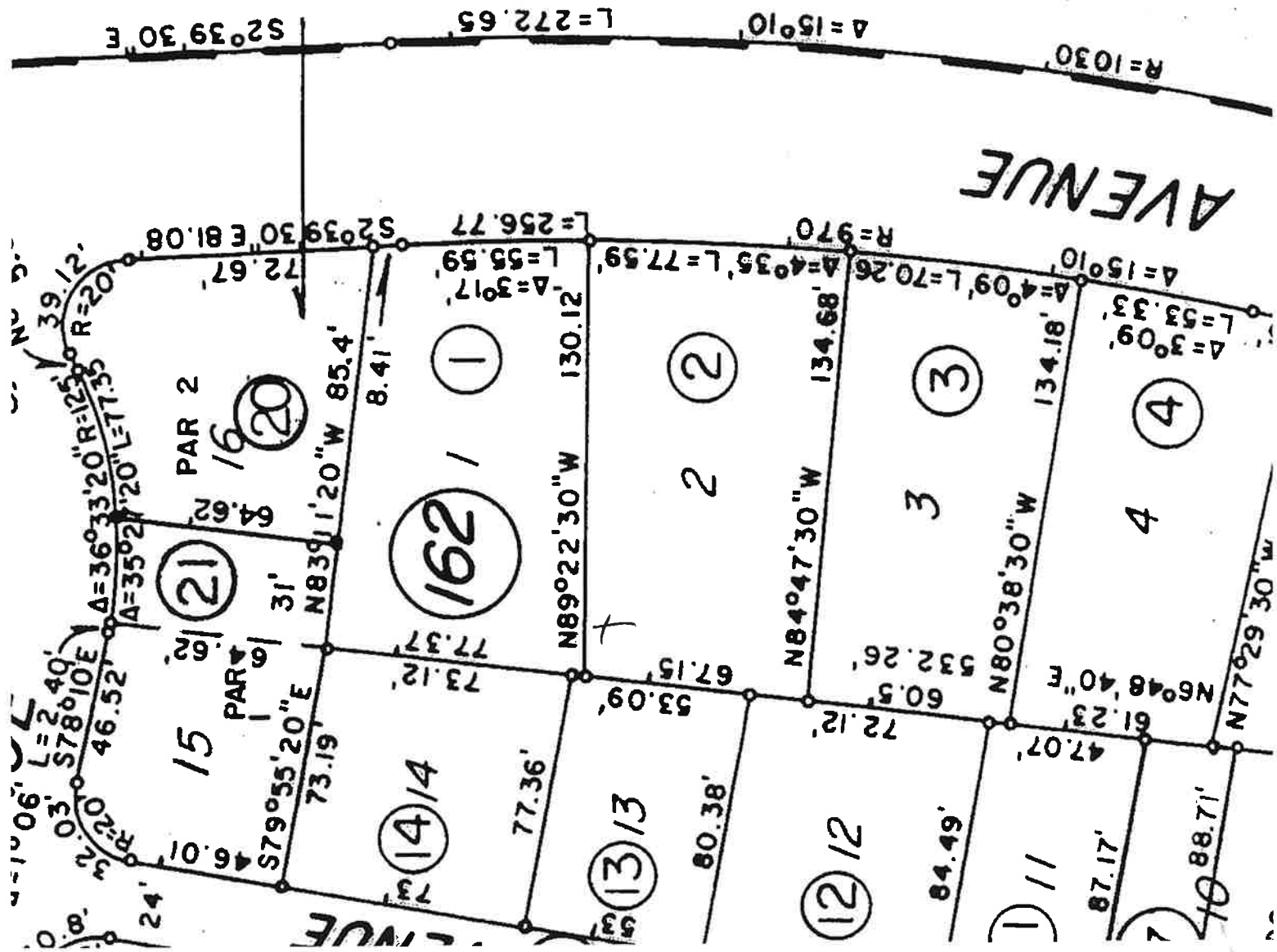
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On May 9, 2016, before me, Valarie A. Wiley, Notary Public, personally appeared Willie Tatum, who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity~~(ies)~~, and that by his/~~her/their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument. I certify under penalty of perjury under the laws of the State of California that the foregoing paragraph is true and correct.



WITNESS my hand and official seal.


Notary Public



CITY OF WEED
PERMIT AND INSPECTION RECORD
BUILDING DEPARTMENT
550 Main Street • Weed, CA 96094
For Inspections: (530) 938-5025

No:007375

BUILDING PROJECT IDENTIFICATION

Assessors Parcel No. 060-162-020-000
Building Address 1178 HILTON
Permittee Owner MARK H. J. DEANICA COLE
Lot _____ Block _____ Zoning _____
District _____
Subdivision _____
Contractor REUBUILT
Address 1178 HILTON
City Lic. No. 4 State Lic. No. 4

DESCRIPTION OF WORK

NEW ☒ ALTERATION ☐ ADDITION ☐ REPAIRS ☐
OTHER ☐

USE OF STRUCTURE

RESIDENTIAL - SINGLE FAMILY ☒ DUPLEX ☐
MULT. DWL. ☐ COMMERCIAL - RETAIL ☐
INDUST. ☐ PROF. ☐

OTHER

REMARKS NEW SFD to
replace house destroyed
by Mill Fire 2022

TOTAL VALUATION

PERMIT FEE

\$

\$

FEE RECEIVED

By _____
Date _____

PERMIT APPROVED AND ISSUED

By _____
Building Official

I certify that I have read this application and state that the above information is correct. I agree to comply with all of the city and county and state laws relating to building construction, and hereby authorize representatives of this city to enter upon the above-mentioned property for inspection purposes.

Signature of Permittee or Agent

POST PERMIT IN CONSPICUOUS PLACE
24 HOUR NOTICE REQUIRED
FOR ALL INSPECTIONS

SPECIAL APPROVALS

Planning Health

Public Works

BUILDING INSPECTION RECORD

Inspection	Signature	Date
Location	<u>J. Palata</u>	<u>1-04-2024</u>
Footing	<u>J. Palata</u>	<u>1-04-2024</u>
Foundation	<u>J. Palata</u>	<u>1-04-2024</u>
Under Floor	<u>CONCRETE SIGN J. Palata</u>	<u>1-18-2024</u>
POUR NO CONCRETE UNTIL THE ABOVE IS SIGNED		
Rough Electrical	<u>J. Palata</u>	<u>3-28-2024</u>
Rough Plumbing	<u>J. Palata</u>	<u>1-22-2024</u>
Rough Gas Piping	<u>J. Palata</u>	<u>6-03-2024</u>
Rough Mechanical	<u>J. Palata</u>	<u>3-28-2024</u>
Rough Sprinklers	<u>J. Palata</u>	<u>3-28-2024</u>
Framing	<u>J. Palata</u>	<u>3-28-2024</u>
Roofing	<u>J. Palata</u>	<u>3-28-2024</u>
Exterior Wall - Shingles	<u>J. Palata</u>	<u>2-22-2024</u>
Insulation	<u>J. Palata</u>	<u>4-4-2024</u>
Glazing	<u>J. Palata</u>	<u> </u>

COVER NO WORK UNTIL THE ABOVE IS SIGNED

Interior Wall	<u>J. Palata</u>	<u>7-11-2024</u>
Electrical Service	<u>J. Palata</u>	<u>6-05-2024</u>
Grading	<u>J. Palata</u>	<u> </u>

FINAL INSPECTION

Building / Roof	<u>J. Palata</u>	<u> </u>
Electrical	<u>J. Palata</u>	<u> </u>
Plumbing	<u>J. Palata</u>	<u> </u>
Mechanical	<u>J. Palata</u>	<u> </u>
Energy	<u>J. Palata</u>	<u> </u>
Occupancy	<u>J. Palata</u>	<u> </u>
Sprinkler System	<u>J. Palata</u>	<u> </u>

NOTICE TO PERMITTEE

This permit becomes null and void if work is not commenced within 180 days or if work is suspended or abandoned for a period of 180 days.

GNP-110





CITY OF WEED PLANNING COMMISSION
MEETING MINUTES
SEPTEMBER 17, 2025

The Planning Commission of the City of Weed held a regular meeting on Wednesday September 17, 2025, at 5:30 p.m. in the Council Chambers at City Hall. Chair Martin Nicholas called the meeting to order at 5:30pm and led the Pledge of Allegiance. Present, in addition to Chair Nicholas, were Vice-Chair Rivera, Commissioners Dewhurst, Commissioner Palmer, Planning Director Stambaugh, and Commission Secretary Sandra Duchi.

Commissioner Rivera moved to excuse Commissioner Thomas. Commissioner Dewhurst seconded the motion and the vote was:

AYES: Commissioner Dewhurst, Nicholas, Palmer, and Revera

NOES: None

ABSENT: Commissioner Thomas

ABSTAIN: None

NON-AGENDA PUBLIC COMMENT

There was none

CONFLICTS OF INTEREST

There were none.

PUBLIC HEARING

- A. Request for a temporary Storage Container Permit at 1541 Alameda Ave. Applicant Patrick Olson, Owner Valarie Chang. Planning Director Stambaugh presented the staff report. Chair Nicholas opened the hearing at 5:33pm. Patrick Olson, applicant, discussed the need for the permit. Chair Nicolas closed the hearing at 5:34pm. Commissioner Palmer moved to approve the temporary storage container, with conditions as printed in the staff report, at 1541 Alameda Ave. Council Member Rivera seconded the motion and the vote was:

AYES: Commissioner Dewhurst, Nicholas, Palmer, and Revera

NOES: None

ABSENT: Commissioner Thomas

ABSTAIN: None

APPROVAL OF MINUTES

There was no correction to the minutes of the meeting of August 20, 2025, and they were approved as written, copies of which were distributed to the Commission for review prior to the time of the meeting.

COMMISSIONERS REPORTS

There was none.

STAFF REPORT

Planning Director Stambaugh stated he reported to work on September 2, 2025, and reported what his initial plans are for the city moving forward.

ADJOURNMENT

Commissioner Rivera moved to adjourn the meeting. Commissioner Thomas seconded the motion, and the vote was:

AYES: Commissioners, Dewhurst, Nicholas, Palmer, and Rivera

NOES: None

ABSENT: Commissioner Thomas

ABSTAIN: None

Meeting adjourned 5:44 P.M. SINE DIE

ATTEST:

Commission Secretary