



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: August 20, 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 a temporary Storage Container Permit at 1354 Morris Street for Siskiyou Habitat for Humanity.**

B. Request for Use Permit to operate a short-term vacation rental:
550 Siskiyou Blvd. 060-501-030 Units 7, 12, and 530.

C. Planning Commission will consider amendments to WMC Chapter 18.24.300 and make recommendations to the City Council.

6. **APPROVAL OF MINUTES:** July 16, 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: August 20, 2025

REQUEST: Request for Temporary Construction Use Permit for a Prefabricated Storage Container

LOCATION: 1354 Morris St, Weed, CA 96094
APN: 060-171-120

APPLICANT: Siskiyou Habitat for Humanity
PO Box 1482
Yreka, CA 96097

PROPERTY OWNER: Same as above

RECOMMENDATION

"I move that the Planning Commission find that the proposed project is exempt from CEQA per CEQA Guidelines Section 15303 and approve a Temporary Conditional Use Permit for Siskiyou Habitat for Humanity 1354 Morris St, Weed, CA 96094, APN 060-171-120, 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: 0.183 Acre (approx.)

PROPOSED PROJECT

The proposed project is a request for a temporary conditional use permit (CUP) during the construction at 1354 Morris Street. (see Figure 1). The storage container will be placed on the property and not on any city easement nor will it block the view of pedestrian or vehicular traffic. (see Figure 2).



Figure 1 Site Location.

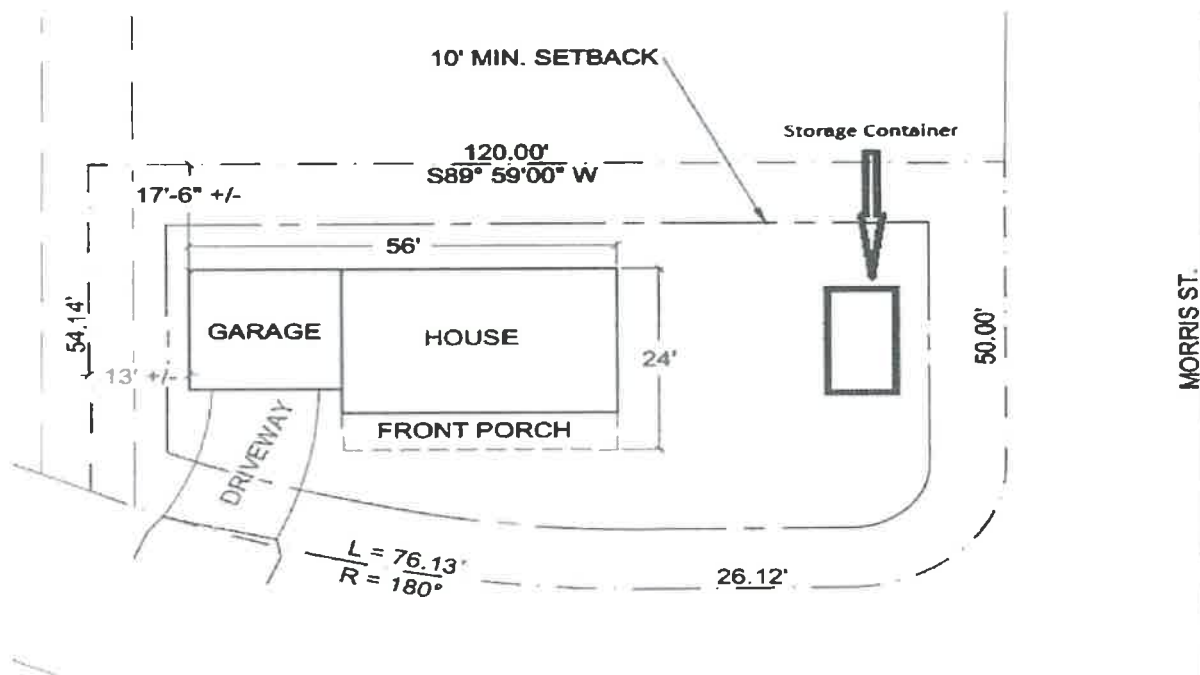


Figure 2 Container Location.

ANALYSIS

The storage container will be placed on the same parcel where the construction will take place (see Figure 2). The storage container would be used as a temporary construction storage room which would be temporary use to build a single-family home.

As part of the conditions of approval, as stated in Section 18.24.300g (2) of the City's Municipal Code, Storage containers may be allowed as temporary use on construction sites in any zone within the city subject to first obtaining a temporary conditional use permit. The planning commission shall determine appropriate siting, time limits, and other conditions as may be necessary to assure minimal impact to adjacent properties.

Such temporary use shall be allowed only in conjunction with a valid building permit, and the use shall be terminated prior to issuance of a Notice of Occupancy/Final Occupancy Permit. The planning commission shall have the authority to revoke such a temporary permit if the applicant does not comply with the stated conditions or if the applicant is not making adequate progress on construction.

Storage containers can be subject to graffiti. The City prohibits any person owning or in control of property to allow any graffiti to remain on property when the graffiti is visible from the street or other public property as stated in Section 9.22.040, Graffiti prohibited, of the City's Municipal Code. As part of the conditions of approval, the applicant would held responsible for maintenance of the storage container and would need to remove graffiti within twenty-four hours as stated in Section 18.24.300e of the City's Municipal Code.

With these provisions in place, Staff believes the prefabricated storage container temporarily at this location would not significantly disrupt the surrounding area.

ENVIRONMENTAL REVIEW

The proposed project meets the criteria for an exemption from the California Environmental Quality Act Guidelines (CEQA) Section 15303. New Construction or Conversion of Small Structures:

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.;

Per the conditions of approval, the applicant will be responsible for maintaining the prefabricated storage container. The storage container would be an temporary structure to the primary structure. The proposed project would not require any construction activities.

FINDINGS

Section 18.24.300 of the Weed Municipal Code requires that the Planning Commission make the following findings to approve a Use Permit.

1. Storage containers may be used only for the storage of merchandise, inventory, shelving displays, or other incidental items related to the operation of the business. (§ 18.24.300a)

Comment: The storage container would be temporary use during construction of the primary residence.

1. Business or sale of merchandise shall not be conducted from the storage container, nor shall the storage container be used as a habitable space, office, or meeting area, and shall be kept closed and secured at all times other than when items are being moved to or from the storage container. (§ 18.24.300b)

Comment: The storage container would be used as storage during construction and removed once construction is complete. The storage container would not function as a commercial building or office.

2. Storage containers must be oriented to minimize their being seen from the public right-of-way. In no case shall storage containers be placed so as to cover, block, or otherwise impact required parking, or impact circulation or emergency access. (§ 18.24.300c)

Comment: As shown in Figure 2, the storage container would be placed in the lot with a minimum of 10' off the property lines. The nature of the project is such that the container will be visible, but only during construction. Once construction is complete the container will be removed.

3. Graffiti shall be removed within twenty-four hours from any storage container or screening. (§ 18.24.300e)

Comment: As part of the conditions of approval for this temporary use permit, the applicant would need to be responsible for maintaining the storage container in the event that there is graffiti on the storage container.

4. No more than two storage containers with a combined floor area of no more than six hundred forty square feet shall be allowed on any lot or combination of lots constituting a single site. Storage containers shall not exceed a height of ten feet. (§ 18.24.300f)

Comment: Requested by the property owner is one 20-foot storage container.

5. Storage container location:

- a. Setbacks for the underlying zone shall apply however a storage container shall be no closer to the front lot line than the front-most wall of the building nearest the front lot line. More restrictive or less restrictive setbacks may be established on a case-by-case basis in accordance with Weed Municipal Code Section 18.32.050. (§ 18.24.300g)

Comment: Figure 2 shows the storage container roughly 10' from the rear property line. The property owner confirmed the Morris Street side will be a minimum of 15 feet off the property line (see email). Staff believe that the location is appropriate for the construction and do not recommend an alternative location or setback for the unit.

6. The planning commission may impose conditions on the approval of the use permit after consideration of the size, height, location, and other factors related to the storage container all in accordance with Weed Municipal Code Section 18.32.040. (§ 18.24.300g)

Comment: As required by condition 1 of this temporary use permit, the applicant would need to remove the container before a Notice of Occupancy/Final Occupancy Permit will be issued by the Building Official.

7. This section shall not apply to a location with a permitted business actively engaged in transporting cargo containers or truck trailers, provided however, that the container or trailer is on the property only temporarily. (§ 18.24.300i)

Comment: The storage container would be used as temporary storage during construction. As such the proposed project complies with this provision of the code.

8. The planning commission, as a condition of a permit hereunder, may require annual or other periodic review. (§ 18.24.300j)

Comment: Staff believe this is a temporary use and event for this business and that annual inspection or review is unnecessary.

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 was published as required by California State Law §65091(a)3.

ALTERNATIVE PLANNING COMMISSION ACTIONS

- Approve the Temporary 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
Siskiyou Habitat for Humanity 1354 Morris Street Weed, CA 96094**

**Conditions of Approval
APN: 060-171-120**

1. The applicant must remove the container before a Notice of Occupancy/Final Occupancy Permit will be issued by the Building Official.
2. The applicant is responsible for maintaining the storage container; therefore, if the storage container is found to have graffiti, then the applicant must remove the graffiti within twenty-four hours.
3. No more than one storage container shall be allowed on any lot or combination of lots constituting a single site. Storage containers shall not exceed a height of ten feet.



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: Siskiyou Habitat for Humanity
PROJECT LOCATION: PO Box 1482 Yreka, CA 96097
APN(s): 060-171-120
PROJECT DESCRIPTION: Conditional Use Permit for a Temporary Storage Container

This is to advise that the Planning Commission of the City of Weed as Lead Agency, on August 20, 2025, approved the above-described project for a storage container; 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 3, New Construction or Conversion of Small Structures (Section 15303) (e)**
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: Sandra Duchi, City
Clerk/Acting Planning Director

PHONE NUMBER: (530) 938-5020

Sandra Duchi, Acting Planning Director

08/20/2025
Date



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

APN _____

PROJECT NO. _____

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

- | | |
|--|---|
| ☐ 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 | <u>Temporary Construction Container for tool and supplies</u> |

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 Siskiyou Habitat for Humanity (501C3 Non Profit)

Address PO Box 1482 Yreka CA. 96097

Phone Ofc. 530-938-2612

Landowner: Name Same

Address: _____

Phone Number: _____

Representative: Name Pat Vela, Executive Director

Address: PO Box 33 (140 S 7th Street) Montague CA. 96064

Phone Number: 530-598-5417

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

To have our 20ft storage container on our lot to store material and tool, this is only a temporary
until the home construction if finished.

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
<u>060-171-120</u>	<u>Siskiyou Habitat for Humanity</u>	<u>1354 Morris Street, Weed, CA 96094</u>

_____	_____	_____
_____	_____	_____

ATTACH A COPY OF YOUR GRANT DEED WITH THIS APPLICATION

PROPERTY FOR WHICH THE USE PERMIT IS BEING REQUESTED

_____ Acres _____ Square Feet

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

☒ City Street _____ 1354 Morris Street (See attached map image) _____ (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

To Build A Home

DESCRIBE ANY GRADING AND/OR CONSTRUCTION THAT MUST BE DONE TO ESTABLISH YOUR PROJECT FOR WHICH THIS USE PERMIT IS BEING REQUESTED

N/A

DO POWER AND TELEPHONE LINES EXIST TO THE PROPERTY

☐ Yes ☒ No If not, how far must each be extended?

Power: _____ Telephone: _____

ARE YOU PROPOSING TO DO ANY BURNING DURING THE ESTABLISHMENT OR OPERATION OF YOUR PROJECT?

☐ Yes ☒ No

If yes, check with Air Pollution Control Office to verify that proposed burning operation conforms to their rules. Burn Permit is required.

ATTACH PHOTOGRAPHS OF THE PROPERTY TAKEN FROM ALL DIRECTIONS
(north, south, east and west)

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.

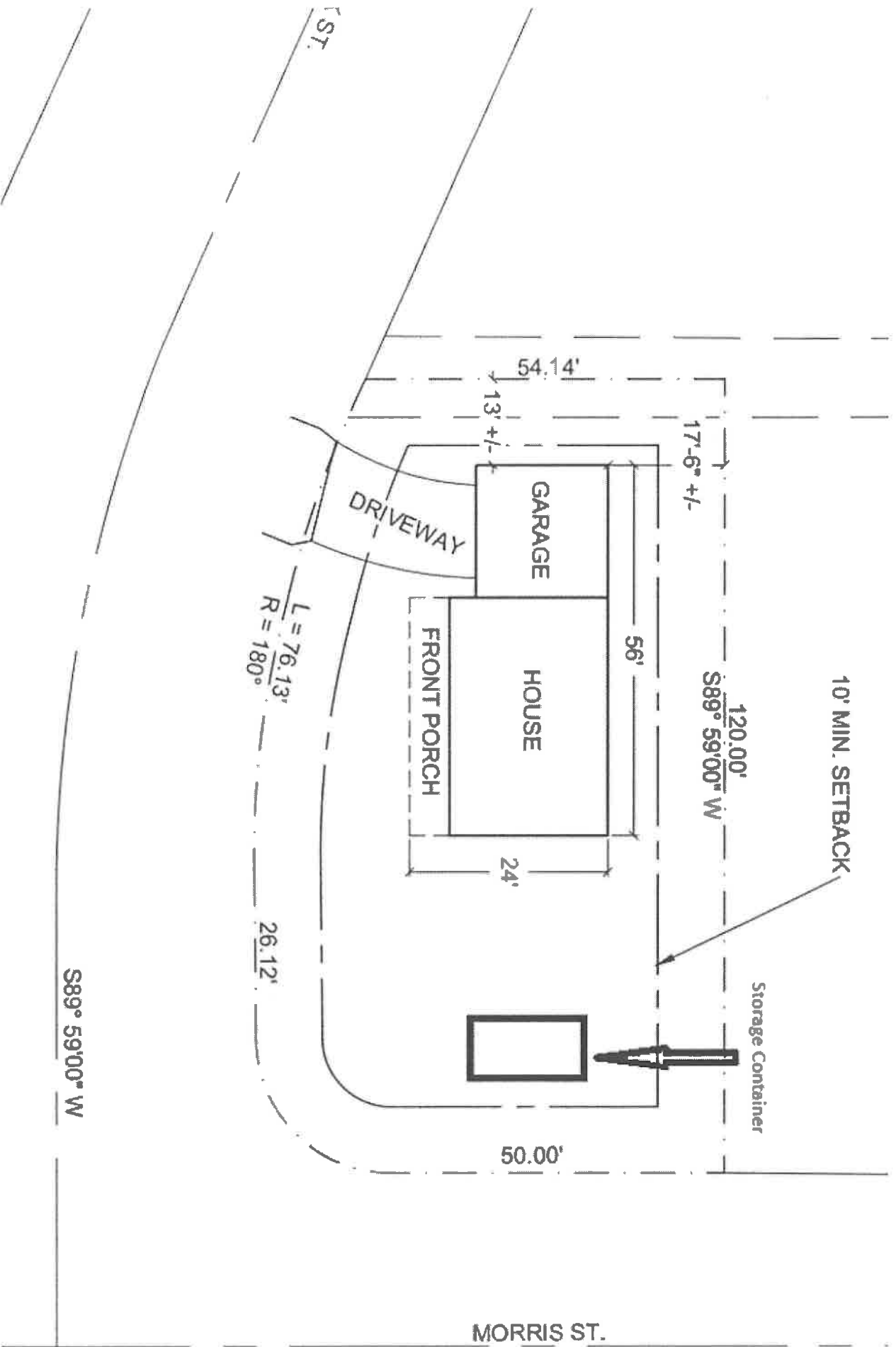
Pat Vela for Siskiyou Habitat for Humanity

Pat Vela

Signature of Owner(s)

Address

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





Re: 1354 Morris St Weed

From Siskiyou Habitat for Humanity <info@habitatiskiyu.org>

Date Wed 7/30/2025 11:24 AM

To Sandra Duchi <sandra.duchi@ci.weed.ca.us>

Cc [REDACTED]

I would say 15 to 20 feet. i'm not in the area so I can't go measure it, but I would say it's within that distance
Pat

Sent from my iPhone

From: Sandra Duchi <sandra.duchi@ci.weed.ca.us>

Sent: Wednesday, July 30, 2025 11:06:16 AM

To: Siskiyou Habitat for Humanity <info@habitatiskiyu.org>

Cc: [REDACTED]

Subject: Re: 1354 Morris St Weed

Pat,

Could you confirm the distance from the property line to the proposed storage containers location on the Morris St side?

Thank you.



Sandra Duchi, CMC

City Clerk

530.938.5020



CITY OF WEED

PLANNING COMMISSION

Staff Report

MEETING DATE: August 20, 2025

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

LOCATION: 550 Shastina Dr, Weed, CA 96094 Apartment Number 7
APN: 060-501-030

550 Shastina Dr, Weed, CA 96094 Apartment Number 12
APN: 060-501-030

550 Shastina Dr, Weed CA 96094 Apartment Number 530
060-501-030

APPLICANT: Valentina Chang
1514 Village Way Mt Shasta CA 96067

PROPERTY OWNER: Same as applicant

RECOMMENDATION

"I move that the Planning Commission find that the proposed project is exempt from CEQA per CEQA Guidelines Section 15301 Existing Facilities and approve a Conditional Use Permit for Valentina Chang, for a Short-Term Vacation Rental at 550 Shastina Drive, Weed, CA 95904, APN 060-501-030, subject to conditions of approval in this Staff Report."

PROJECT/AREA DESCRIPTION

General Plan Designation: CM
Zoning Designation: CM Limited Industrial
Property Size: 1.00 Acre (approx.)

PROPOSED PROJECT

The proposed project is for a conditional use permit (CUP) to allow a short-term vacation rental through Airbnb at 550 Shastina Drive. (see Figure 1).

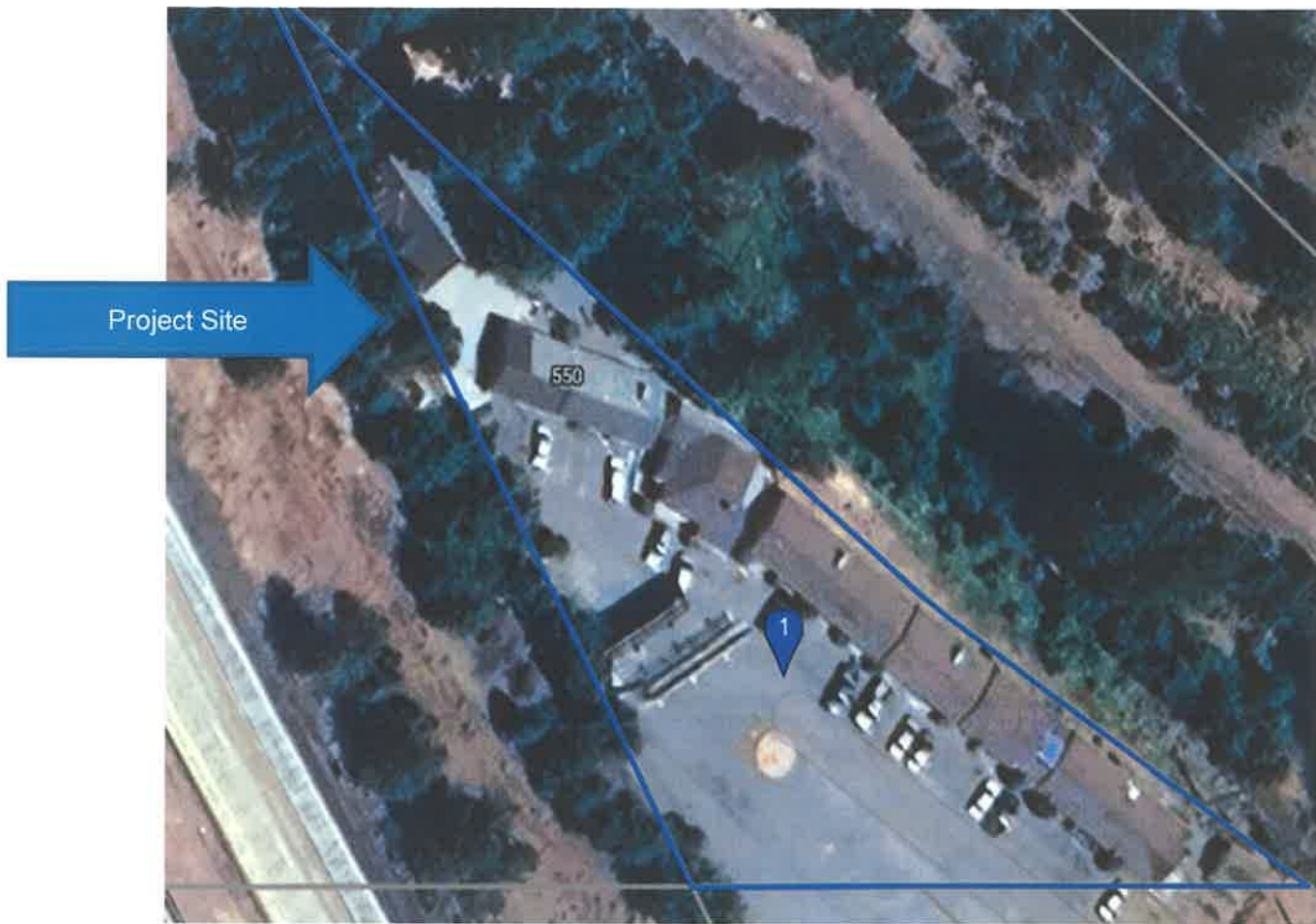


Figure 1 Site Location



Figure 2 Street View Facing South



Figure 3 Street View Facing NW

ANALYSIS

It was discovered in a code enforcement review the operation of Short-Term Rentals operating within the City of Weed unpermitted. These unpermitted rentals have been in operation and either have not been collecting the required Transient Occupancy Tax or have not been forwarding these collected taxes to the City.

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)

For over two decades this property has been operating as an apartment complex. Its historical uses have included hotel/motel/resort uses and apartments. Concerns for offering three short-term rentals at one location could put a stress on housing shortages.

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 each unit. (See Condition 1)

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.

The applicant, as the 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 area.

ENVIRONMENTAL REVIEW

The proposed project meets the criteria for an exemption from the California Environmental Quality Act Guidelines (CEQA) Section §15301 Existing Facilities.

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 this Conditional 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 CM Limited Industrial. As mentioned in 5.24.030b vacation rentals are allowed in this zone district 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 CM zone district.

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

Comment: The project site is designated Limited Industrial 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 building, 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 area. The conditions of approval will ensure that impacts from future occupants are contained within the project site and would not affect the area. 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 is entirely within an existing structure and does not include new 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 - (3)

**Conditional Use Permit for
Valentina Chang 550 Shastina Drive, Weed, CA 96094
Units 7, 12, and 530**

**Conditions of Approval
APN: 060-501-030**

1. Applicant must provide designate a parking space per short-term unit on site.
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: Valentina Chang
PROJECT LOCATION: 1514 Village Drive Mt Shasta, CA 96067
APN(s): 060-501-030
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 August 20, 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: Sandra Duchi, City Clerk/Acting Planning Director

PHONE NUMBER: (530) 938-5020

Sandra Duchi, Acting Planning Director

08/20/2025
Date



CITY OF WEED

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

APN _____

PROJECT NO. _____

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

- | | |
|--|---|
| ☐ 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 Valentina Chang
Address 1514 Village Way Mt. Shasta, CA 96067
Phone (530) 859-3166

Landowner: Name Valentina Chang
Address: " "
Phone Number: " "

Representative: Name Valentina Chang
Address: " "
Phone Number: " "

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

Airbnb or Short Term Rental (STR)
Applying for a use permit to operate a short term rental
in city of Weed at 550 Shastina Dr. Apt. #7 Weed, CA 96094.
This STR will be used to accomodate tourists/ travellers
visiting the area.

LOCATION:

Township 41 N, Range 5 W, Section(s) 12

Zoning: Commercial Deed Reference: File # 4702-6840449 recorded

Total Acreage: 1 July, 11, 2022, recording requested by Mt. Shasta Title Escrow

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

AP #	Owner	Address
<u>060-501-030-000</u>	<u>Valentina Chang</u>	<u>550 Shastina Dr. Weed, CA 96094</u>

ATTACH A COPY OF YOUR GRANT DEED WITH THIS APPLICATION

PROPERTY FOR WHICH THE USE PERMIT IS BEING REQUESTED

_____ Acres ~ 500 Square Feet

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

X City Street Shastina Drive (Name)

X State Highway Hwy 97 + IS (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 X No If yes show high water mark on the map.

IS THE PROPERTY SUBJECT TO SATURATION DUE TO:

_____ Yes	<u>X</u> No	Springs
_____ Yes	<u>X</u> No	Seeps
_____ Yes	<u>X</u> No	Irrigation Ditches
_____ Yes	<u>X</u> No	Surface Water
_____ Yes	<u>X</u> No	Other

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

ARE THERE ANY BUILDINGS LOCATED ON THE PROPERTY:

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

APPROXIMATE PERCENTAGE SLOPE OF PROPERTY

X 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

Rentals

DESCRIBE ANY GRADING AND/OR CONSTRUCTION THAT MUST BE DONE TO ESTABLISH YOUR PROJECT FOR WHICH THIS USE PERMIT IS BEING REQUESTED

NONE

DO POWER AND TELEPHONE LINES EXIST TO THE PROPERTY

☒ Yes ☐ No If not, how far must each be extended?

Power: _____ Telephone: _____

ARE YOU PROPOSING TO DO ANY BURNING DURING THE ESTABLISHMENT OR OPERATION OF YOUR PROJECT?

☐ Yes ☒ No

If yes, check with Air Pollution Control Office to verify that proposed burning operation conforms to their rules. Burn Permit is required.

ATTACH PHOTOGRAPHS OF THE PROPERTY TAKEN FROM ALL DIRECTIONS
(north, south, east and west)

FILING FEES:

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

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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.

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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)

1514 Village Way
Mt Shasta, CA 96067
Address

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

RECORDING REQUESTED BY:
Mt. Shasta Title & Escrow Company

**MAIL TAX STATEMENT
AND WHEN RECORDED MAIL DOCUMENT TO:**
Valentina Chang
1514 Village Way
Mount Shasta, CA 96067

READ AND
APPROVED BY:

Space Above This Line for Recorder's Use Only

A.P.N.: 060-501-030

File No.: 4702-6840449 (TT)

GRANT DEED

The Undersigned Grantor(s) Declare(s): DOCUMENTARY TRANSFER TAX **\$660.00**; CITY TRANSFER TAX \$;
SURVEY MONUMENT FEE \$

[☒] computed on the consideration or full value of property conveyed, OR
[] computed on the consideration or full value less value of liens and/or encumbrances remaining at time of sale,
[] unincorporated area; [☒] City of **Weed**, and

EXEMPT FROM BUILDING HOMES AND JOBS ACTS FEE PER GOVERNMENT CODE 27388.1(a)(2)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, **WBS LLC, a California limited liability company**

hereby GRANTS to **Valentina Chang, a single woman**

the following described property in the City of **Weed**, County of **Siskiyou**, State of **California**:

A parcel a land situated in the Southwest quarter of the Northwest quarter of Section 12, Township 41 North, Range 5 West, M.D. B. & M., and described as follows:

Beginning at the concrete marker on the East margin of the right of way, at Station 1012+48.61 of U.S. Highway 99, from which the quarter section corner common to Sections 11 and 12, Township 41 North, Range 5 West, M.D.B. & M., bears North 89° 31' West, 334.92 feet; thence South 89° 31' East, 260.1 feet to the Westerly right of way of the Southern Pacific Railroad; thence the 3 following courses and distances along the Westerly line of said railroad, North 57° 18' West, 121.4 feet; North 52° 33' West, 142.4 feet; North 49° 59' West, 300 feet to a point on the East margin of right of way of U. S. 99; thence South 27° 52' East on said East margin of right of way, 400.0 feet to the point of beginning.

Mail Tax Statements To: **SAME AS ABOVE**



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Landowner: Name _____

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

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Applying for a use permit to operate a STR
in City of Weed at 550 Shastina Dr #72 Weed,
CA 96094.
This STR will be used to accommodate
tourists/travellers visiting the area

LOCATION:

Township 41N, Range 5W, Section(s) 12

Zoning: Commercial Deed Reference: File #4702-684#0449 recorded
July 11, 2022

Total Acreage: 1 requested by Mt. Shasta
Title Escrow

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

AP #	Owner	Address
<u>060-501-020-000</u>	<u>Valentina Chang</u>	<u>550 Shastina Dr Weed CA 96094</u>

ATTACH A COPY OF YOUR GRANT DEED WITH THIS APPLICATION

PROPERTY FOR WHICH THE USE PERMIT IS BEING REQUESTED

_____ Acres ~ 300 _____ Square Feet

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

☒ City Street Shastina Drive _____ (Name)

☒ State Highway Hwy. 97 + 15 _____ (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
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DESCRIBE ANY GRADING AND/OR CONSTRUCTION THAT MUST BE DONE TO ESTABLISH YOUR PROJECT FOR WHICH THIS USE PERMIT IS BEING REQUESTED

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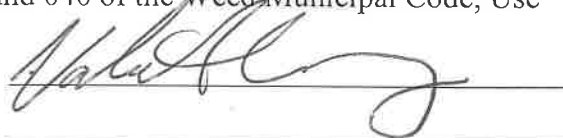
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Signature of Owner(s)

1514 Village way

Mt. Shasta CA 96067

Address

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A.P.N.: 060-501-030

File No.: 4702-6840449 (TT)

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[☒] computed on the consideration or full value of property conveyed, OR
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Landowner: Name " "
Address: " "
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Representative: Name " "
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DESCRIBE IN DETAIL YOUR PROPOSED PROJECT
(INCLUDING ALL PROPOSED USES)

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STR in City of Weed at 550 Shastina
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will be used to accomodate tourists/travelers
visiting the area.

LOCATION:

Township 4/N, Range 5W, Section(s) 12

Zoning: Commercial Deed Reference: File # 4702-6840449 recorded
July 11th 2022 requested by
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Total Acreage: 1

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PROPERTY FOR WHICH THE USE PERMIT IS BEING REQUESTED

_____ Acres ~1200 Square Feet

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

☒ City Street Shastina Dr (Name)

☒ State Highway Hwy 97 + I5 (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
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_____ 25-35% _____ over 30% (show direction and percentage on map)

DESCRIBE THE PRESENT USE BEING MADE OF THE PROPERTY

~~Residential~~ House personal use

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NIA

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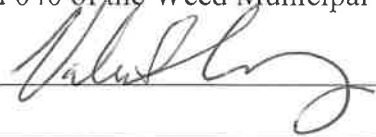
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Mail Tax Statements To: **SAME AS ABOVE**



CITY OF WEED PLANNING COMMISSION Staff Report

MEETING DATE: August 20, 2025

REQUEST: WMC Amendment to Chapter 18.24.300

LOCATION: Citywide

APPLICANT: City Council

PROPERTY OWNER: Citywide

RECOMMENDATION

Staff recommend the Commission consider the proposed amendment and, if acceptable, recommend introduction and adoption by the City Council. The City Council will also need to conduct a public hearing for the code revision following Planning Commission recommendation.

PROPOSED PROJECT

Proposed amendments to the Weed Municipal Code sections 18.24.300 of Chapter 18.24 of the Weed Municipal Code. The proposed changes are shown below:

18.24.300 - Prefabricated storage containers.

- A. Prefabricated exterior storage containers such as cargo containers or truck trailers are permitted only in zones designated C-1, C-2, C-M or M with a conditional use permit, subject to the following conditions:
- B. Storage containers may be used only for the storage of merchandise, inventory, shelving displays, or other incidental items related to the operation of the business.
- C. Business or sale of merchandise shall not be conducted from the storage container, nor shall the storage container be used as a habitable space, office, or meeting area, and shall be kept closed and secured at all times other than when items are being moved to or from the storage container.
- D. Storage containers must be oriented to minimize their being seen from the public right-of-way. In no case shall storage containers be placed so as to cover, block, or otherwise impact required parking, or impact circulation or emergency access.
- E. Storage containers shall be entirely screened by a solid wall or fence as approved in the use permit with a minimum height equivalent to the height of the container, or in lieu of such a wall or fence, painted the color of the primary structure as conditioned by the use permit.

F. Graffiti shall be removed within twenty-four hours from any storage container or screening.

G. No more than two storage containers with a combined floor area of no more than six hundred forty square feet shall be allowed on any lot or combination of lots constituting a single site. Storage containers shall not exceed a height of ten feet.

Storage container location:

1. Setbacks for the underlying zone shall apply however a storage container shall be no closer to the front lot line than the front-most wall of the building nearest the front lot line. More restrictive or less restrictive setbacks may be established on a case by case basis in accordance with Weed Municipal Code Section [18.32.050](#).

~~2. Storage containers may be allowed as a temporary use on construction sites in any zone within the city subject to first obtaining a temporary conditional use permit. The planning commission shall determine appropriate siting, time limits, and other conditions as may be necessary to assure minimal impact to adjacent properties. Such temporary use shall be allowed only in conjunction with a valid building permit, and the use shall be terminated prior to issuance of a final occupancy permit. The planning commission shall have the authority to revoke such a temporary permit if the applicant does not comply with the stated conditions or if the applicant is not making adequate progress on construction.~~

H. The planning commission may impose conditions on the approval of the use permit after consideration of the size, height, location, and other factors related to the storage container all in accordance with Weed Municipal Code Section [18.32.040](#).

I. This section shall not apply to a location with a permitted business actively engaged in transporting cargo containers or truck trailers, provided however, that the container or trailer is on the property only temporarily.

J. The planning commission, as a condition of a permit hereunder, may require annual or other periodic review.

K. Storage containers may be allowed as temporary use on construction sites in any zone within the city subject to obtaining a temporary construction storage permit issued by the planning director. The planning director shall determine appropriate siting, time limits, and other conditions as may be necessary to assure minimal impact to adjacent properties. Such temporary use shall be allowed only in conjunction with a valid building permit, and the use shall be terminated prior to issuance of a final occupancy permit. The planning director shall have the authority to revoke such a temporary construction storage permit if the applicant does not comply with the stated conditions or if the applicant is not making adequate progress on construction.

(Ord. No. 387-2008, § 3, 9-11-2008; Ord. No. 406-2012, 7-12-2012)

CITY OF WEED PLANNING COMMISSION
MEETING MINUTES
JULY 16, 2025

The Planning Commission of the City of Weed held a regular meeting on Wednesday July 16, 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, Commissioner Thomas, and Acting Planning Director/Commission Secretary Sandra Duchi.

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

AYES: Commissioner Nicholas, Revera, and Thomas

NOES: None

ABSENT: Commissioners Dewhurst, and Palmer

ABSTAIN: None

NON-AGENDA PUBLIC COMMENT

There was none

CONFLICTS OF INTEREST

There were none.

PUBLIC HEARING

- A. Request for Use Permit to operate a short-term vacation rental: 651 Liberty Ave. 060-091-180 Jayson Jay. Acting Planning Director/Planning Secretary Duchi presented the staff report. Chair Nicholas opened the public hearing at 5:33pm. Jayson Jay, the property owner, spoke regarding the short-term rental. There were no other proponents. There was one letter received in opposition that was distributed to the Commission for review. The commissioner's questions were asked and answered. Chair Nicholas closed the hearing at 5:36pm. Commissioners discussed the project. Commissioner Rivera moved to approve the Use Permit for a Short-Term Rental. Commissioner Thomas seconded the motion and the vote was:

AYES: Commissioner Nicholas, Revera, and Thomas

NOES: None

ABSENT: Commissioner Dewhurst, and Palmer

ABSTAIN: None

APPROVAL OF MINUTES

There was no correction to the minutes of the meeting of May 21, 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

Commissioner Rivera reported the college is on track to break ground on their dorm project in December as well as the remodel of the Ford Theatre. Commissioner Thomas reported concerns regarding large boulders that were moved during the recent construction and requested Public Works take a look at their condition. Chair Nicholas stated due to housing concerns he is requested information regarding the number of

permitted Short-Term Rentals within the City limits and stated once that information is reviewed the Commission will consider requesting Council place a cap on the amount the city is authorized to approve.

STAFF REPORT

None

ADJOURNMENT

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

AYES: Commissioners, Nicholas, Rivera, and Thomas

NOES: None

ABSENT: Commissioners Dewhurst, Palmer

ABSTAIN: None

Meeting adjourned 5:40 P.M. SINE DIE

ATTEST:

Commission Secretary