



MEMORANDUM

DATE: December 16, 2025
TO: Zoning Administrator
FROM: Project Planner, Marco Rodriguez
SUBJECT: Administrative Permit (AP_2025-0026)

Staff has received and reviewed Applicant comments regarding conditions of approval. Following this review, staff recommends the removal and/or revision of the following conditions, as they do not directly pertain to applicable building and safety codes or other laws establishing health and safety standards.

1. Delete Condition of Approval No. 7

- Future modifications shall be considered cumulatively to determine if request constitutes a “substantial change” to the facility under applicable federal law.

2. Revise Original Condition of Approval No. 12 which is now numbered as Condition of Approval No. 11

- **Original Condition No. 12**

This permit is issued without a legal determination having been made upon the number, size or shape of parcels encompassed within the permit boundaries. Should, at any time, a legal determination be made that the number, size or shape of parcels within the permit boundaries are different than that which is legally required by this permit, this permit shall become null and void.

- **Revised Condition No. 12 (now numbered as Condition No. 11)**

This permit is issued without a legal determination having been made upon the number, size or shape of parcels encompassed within the permit boundaries.

3. Delete Condition No. 15

- The Applicant shall adhere to previous conditions of approval as required in Use Permit Modification UM 18-97/2009 and Use Permit Renewal UR_2019-0007.

Due to the deletion of Condition No. 7, the remaining conditions will be renumbered as follows:

Condition No. 8 Becomes No. 7

Condition No. 9 Becomes No. 8

Condition No. 10 Becomes No. 9

Condition No. 11 Becomes No. 10

Condition No. 12 Becomes No. 11

Condition No. 13 Becomes No. 12

Condition No. 14 Becomes No. 13

Resolution Number _____

County of Mendocino
Ukiah, California

DECEMBER 17, 2025

AP_2025-0026 - VERIZON

RESOLUTION OF THE ZONING ADMINISTRATOR, COUNTY OF MENDOCINO, STATE OF CALIFORNIA, GRANTING A CATEGORICAL EXEMPTION AND APPROVING AN ADMINISTRATIVE PERMIT FOR A MODIFICATION TO AN EXISTING 150 FT. TALL WIRELESS COMMUNICATION FACILITY.

WHEREAS, the applicant, MATHIEU ANDRE AND VERIZON WIRELESS C/O COMPLETE WIRELESS CONSULTING, filed an application for Administrative Permit with the Mendocino County Department of Planning and Building Services to authorize an eligible facilities request for modifications to an existing 150 ft. tall wireless communication facility that includes the installation of twelve (12) antennas and the necessary ground equipment consisting of two equipment cabinets and a 30kw diesel generator at an existing wireless facility and within a fenced lease area, located 11.8± miles northwest of Willits City center, lying on the east side of Sherwood Road (CR 311), 2.7± miles south of its intersection with US 101, located at 35601 Sherwood Road, Willits, CA (APN: 036-110-01)., General Plan RL160;; Zoning RL:160/SS:B; Supervisorial District 3 (Haschak); and

WHEREAS, a categorical exemption was prepared for the Project and noticed and made available for agency and public review on December 7, 2025 in accordance with the California Environmental Quality Act (CEQA) and the State and County CEQA Guidelines; and

WHEREAS, in accordance with applicable provisions of law, the Zoning Administrator held a public hearing on, December 17, 2025, at which time the Administrative Permit application was heard and received all relevant testimony and evidence presented orally or in writing regarding the categorical exemption and the Project. All interested persons were given an opportunity to hear and be heard regarding the categorical exemption and the Project; and

WHEREAS, the Zoning Administrator has had an opportunity to review this Resolution and finds that it accurately sets for the intentions of the Zoning Administrator regarding the categorical exemption and the Project.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator, based upon the evidence in the record before it, makes the following findings;

1. General Plan and Zoning Findings: The property has a General Plan designation of Rangeland (RL 160) and is zoned Rangeland 160 acre minimum (RL-160). Per General Plan Policy DE-17, the Rangeland Land Use Classification is intended,

“...to be applied to lands which are suited for and are appropriately retained for the grazing of livestock. The classification should include land eligible for incorporation into Type II agricultural preserves, other lands generally in range use, intermixed smaller parcels and other contiguous lands, the inclusion of which is necessary for the protection and efficient management of rangelands...”

The Project would not interfere with the agricultural viability of the property because the facility modifications would not convert land retained for the grazing of livestock to another use. All modifications would occur within the existing leased area. The overall Wireless Telecommunication Facility use was established and approved under a prior use permit (U 18-97). Therefore, the Project is consistent with the intent of the RL:160 classification. The proposed project is also supported by General Plan Policy DE-206

which directs the County to “encourage appropriate utility infrastructure necessary to support social and economic needs including wired, wireless, and satellite communications.”

Per Mendocino County Code (MCC) Section 20.060.005, the RL:160 zoning district is intended,

“...to create and preserve areas for (A) the grazing of livestock, (B) the production and harvest of natural resources, and (C) the protection of such natural resources as watershed lands from fire, pollution, erosion, and other detrimental effects. Processing of products produced on the premises would be permitted as would certain commercial activities associated with crop and animal raising. Typically, the R-L District would be applied to lands for incorporation into Type H Agricultural Preserves, other lands generally in range use, and intermixed smaller parcels and other contiguous lands, the inclusion of which is necessary for the protection and efficient management of rangelands.”

As noted above, the project would not interfere with the grazing of livestock, the production and harvest of natural resources or the protection of natural resources of the property. As such, the intent of the RL:160 district would be preserved. The wireless communication facility uses and structures were established under a prior use permit (U 18-97), The proposed modifications would not substantially change the physical dimensions of the existing facility and thus are consistent with the existing use and structures. The proposed modifications conform to the requirements of the RL:160 district because the modifications would not increase the height of the existing tower, would not encroach upon any setbacks, and would not increase residential density.

2. Administrative Permit Findings:

- a. **Pursuant to MCC Section 20.192.020(A)**, *the establishment, maintenance, or operation of the use and building applied for is in conformity to the General Plan.* The Project site is within the Rangeland (RL:160) classification. The Project is consistent with the intent of the RL:160 classification (Policy DE-17) because it would not interfere with the Livestock grazing viability of the property. The facility modifications would not convert agricultural land to another use. All modification would occur within the compound area. The overall Wireless Telecommunication Facility use was established and approved for renewal under a prior Use Permit (U 18-97). The proposed project is also supported by General Plan Policy DE-206 which directs the County to “encourage appropriate utility infrastructure necessary to support social and economic needs including wired, wireless, and satellite communications;” and
- b. **Pursuant to MCC Section 20.192.020(B)**, *such use will not, under the circumstances of this particular case, constitute a nuisance or be detrimental to the health, safety, peace, morals, comfort, or general welfare of persons residing or working in or passing through the neighborhood of such proposed use, or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the county.* The proposed modifications would not substantially change the physical dimensions of the tower. The Project is not expected to utilize any hazardous materials or generate substantial noise; and
- c. **Pursuant to MCC Section 20.192.020(C)**, *such use preserves the integrity of the zoning district. As shown in the submitted plans, the Project conforms to the requirements of the Rangeland (RL 160) zoning district and prior entitlements, including setbacks and height limit.* The Project preserves the integrity of the zoning district because Project activities would be limited to the existing compound area and would not encroach upon other portions of the property. The project would be limited to the existing compound area. Therefore, additional agricultural or residential land would not be converted to non-agricultural or non-residential use; and
- d. **Pursuant to MCC Section 20.192.020(D)**, *adequate utilities, access roads, drainage, and other necessary facilities have been or are being provided. All proposed modifications would be located on the existing tower, ancillary equipment, or within the existing compound area.* The facility does not require a water supply or sewage disposal system. Adequate utilities and facilities were established when the wireless communication facility was first permitted, and staff has found that

the site continues to comply with the ongoing conditions of approval contained in prior entitlements; and

3. The project is consistent with Section 6409 of the Federal Middle Class Tax Relief and Job Creation Act of 2012. As shown in the submitted plans, the modifications would not increase the height of the existing tower, would not add any appurtenance to the tower which would protrude from the edge of the tower more than 20 feet, and would not involve excavation outside the current tower site; and

BE IT FURTHER RESOLVED that the Zoning Administrator hereby approves the Categorical Exemption. The Zoning Administrator certifies that the Categorical Exemption has been completed, reviewed, and considered, together with the comments received during the public review process, in compliance with CEQA and State and County CEQA Guidelines, and finds that the Categorical Exemption reflects the independent judgment and analysis of the Zoning Administrator.

BE IT FURTHER RESOLVED that the Zoning Administrator hereby grants the requested Administrative Permit, subject to the Conditions of Approval in Exhibit "A", attached hereto.

BE IT FURTHER RESOLVED that the Zoning Administrator designates the Secretary as the custodian of the document and other material which constitutes the record of proceedings upon which the Zoning Administrator decision herein is based. These documents may be found at the office of the County of Mendocino Planning and Building Services, 860 North Bush Street, Ukiah, CA 95482.

BE IT FURTHER RESOLVED that the Zoning Administrator action shall be final on the 11th day after the date of the Resolution unless an appeal is filed pursuant to Section 20.208.015 of the Mendocino County Code. The permit shall become effective after the ten calendar day appeal period to the Board of Supervisors has expired and no appeal has been filed with the Board of Supervisors.

I hereby certify that according to the Provisions of Government Code Section 25103 delivery of this document has been made.

ATTEST: JOCELYN GONZALEZT-THIES
Administrative Assistant

JULIA KROG
Zoning Administrator

EXHIBIT A

CONDITIONS OF APPROVAL

DECEMBER 17, 2025

AP_2025-0026 – VERIZON

APPROVED PROJECT DESCRIPTION: Administrative Permit to authorize an eligible facilities request for modifications to an existing 150 ft. tall wireless communication facility that includes the installation of twelve (12) antennas and the necessary ground equipment consisting of two equipment cabinets and a 30kw diesel generator at an existing wireless facility and within a fenced lease area.

AP_2025-0026 Conditions of Approval

1. This Administrative Permit shall expire and become null and void two (2) years after the effective date except where construction and use of this permit has been initiated within the prescribed timeframe. **The County will not provide a notice prior to the expiration date.**
2. The Permit holder shall enter the project site into the California Environmental Reporting Systems (CERS). The permit holder will furnish evidence from the Mendocino County Division of Environmental Health that either a Hazardous Materials Management Plan (HMMP) is not required or that one has been submitted to the satisfaction of the Division of Environmental Health.
3. Any stationary onsite diesel 1C engine 50 horsepower or greater (i.e., large power generators or pumps) or any propane or natural gas engines 250 horsepower or greater may require a permit from the Air Quality Management District.
4. Portable diesel-powered equipment that may be used during the proposed project is required to be registered with the state Portable Equipment Registration Program (PERP) or obtain permits from the District.
5. Projects located adjacent to sensitive receptors (schools, childcare facilities, health care facilities, senior facilities, businesses, residences etc.) during the construction phase of this project have the potential for exposure to diesel particulate.
6. Heavy duty truck idling and off-road diesel equipment or other diesel engine idling is limited to less than five minutes.
- ~~7. Future modifications shall be considered cumulatively to determine if request constitutes a "substantial change" to the facility under applicable federal law.~~
- ~~8-7.~~ The use and occupancy of the premises shall be established and maintained in conformance with the provisions of Title 20 of the Mendocino County Code.
- ~~9-8.~~ The application along with supplemental exhibits and related material shall be considered elements of this entitlement and compliance therewith shall be mandatory, unless a modification has been approved by the Zoning Administrator.
- ~~10-9.~~ This permit is subject to the securing of all necessary permits for the proposed development and eventual use from County, State and Federal agencies having jurisdiction, including Building permits. Any requirements imposed by an agency having jurisdiction shall be considered a condition of this permit.
- ~~14-10.~~ This permit shall be subject to revocation or modification by the Zoning Administrator upon a

finding of any one (1) or more of the following grounds:

- a. That the permit was obtained or extended by fraud.
- b. That one or more of the conditions upon which the permit was granted have been violated.
- c. That the use for which the permit was granted is conducted in a manner detrimental to the public health, welfare or safety, or is a nuisance.
- d. Any revocation shall proceed as specified in Title 20 of the Mendocino County Code.

~~12.11.~~ This permit is issued without a legal determination having been made upon the number, size or shape of parcels encompassed within the permit boundaries. ~~Should, at any time, a legal determination be made that the number, size or shape of parcels within the permit boundaries are different than that which is legally required by this permit, this permit shall become null and void.~~

~~13.12.~~ Prior to the issuance of a building permit, the permit holder shall sign an Acknowledgement form agreeing to the conditional use approval and return it to the Planning and Building Services Department.

~~14.13.~~ The Applicant shall obtain a CalFire permit if trees are removed from any area defined as timberland.

~~15.~~ ~~The Applicant shall adhere to previous conditions of approval as required in Use Permit Modification UM 18-97/2009 and Use Permit Renewal UR_2019-0007.~~