

AGENDA  
Regular Meeting  
TULELAKE CITY COUNCIL  
February 3, 2026  
5:30 PM

***Dial in Number: 712-432-3900 – Conference id: 419973 #***

If you are unable to attend in person, join the meeting by dialing the number listed above and entering the Conference ID No.

1. Call to order the regular meeting of February 3, 2026.
2. Pledge of Allegiance
3. Approval of January 20, 2026, regular meeting minutes. Discussion/Action.
4. Approval of January 28, 2026, Budget Workshop minutes. Discussion/Action.
5. Approval of the payments of bills. Discussion/Action.
6. Comments from the public.

*This is the time set aside for citizens to address the Council on matters not on the agenda. Comments should be limited to matters within the jurisdiction of the Council. If your comment concerns an item on the agenda, please address the Council after that item is open for public comment. By law, the Council cannot discuss or act on matters that are not on the agenda. The mayor reserves the right to limit the duration of each speaker to three (3) minutes. Speakers may not give their time to others.*

7. Public Hearing regarding the Wireless Telecommunication Facility use permit – Verizon Wireless. Discussion/Action. (Richard Tinsman)
8. Verizon Wireless use permit staff report and possible approval of Resolution 26-01 A Resolution of the City Council of the City of Tulelake granting a conditional use permit for an existing wireless telecommunications facility at 380 Second Street (APN 050-053-100) and 301 C Street (APN 050-053-090). Discussion/Action. (Richard Tinsman)
9. Discussion regarding Small Communities Draft Relief Program Grant. Possible approval of Change Order #5. Discussion/Action. (Director of Public Works/Chief Resilience Officer)
10. Closed Session: Real Estate regarding APN 050-021-100-000. Discussion/Action. (Mayor)
11. Department Head updates. Discussion/Action.
  - a. Chief of Police, Tom Hoy

- b. Chief Resilience Officer, Jenny Coelho
- c. City Hall Administrator, Aissa Martinez
- d. Director of Public Works, Jose Perez
- e. Tulelake Library Branch Manager, Kailee Wood

**COMMENTS FROM ADMIN AND STAFF:**

- 12. Comments from Library Branch Manager (Kailee Wood)
- 13. Comments from City Treasurer (Sara Luscombe)
- 14. Comments from City Clerk (Casey Joiner)
- 15. Comments from Assistant City Admin (Christian Marquez)
- 16. Comments from City Administrative Clerk (Anna Perez)
- 17. Comments from Council Member Margie Cordonier
- 18. Comments from Council Member Patty Taylor
- 19. Comments from Mayor Pro Tem Penny Velador
- 20. Comments from Council Member Teresa Williams
- 21. Comments from Mayor Tom Cordonier
- 22. Adjournment

Meetings are held in the Council Chambers at City Hall located at 591 Main Street, Tulelake, CA 96134.

Parties with a disability as provided by the American Disabilities Act who require special accommodations or aids to participate in a public hearing should make the request to City Hall Staff at least 48 hours prior to the meeting.

The City Attorney, Margaret Long, may appear by telephone from 2240 Court Street, Redding, CA 96001 (530) 691-0800.

**MINUTES**  
**Regular Meeting**  
**TULELAKE CITY COUNCIL**  
**January 20, 2026 - 5:30 PM**

Mayor Tom Cordonier called the meeting to order at 5:37PM. Council Members Margie Cordonier, Patricia Taylor, Teresa Williams and Penny Velador were present. Also in attendance were City Clerk, Casey Joiner; Chief Resilience Officer, Jenny Coelho; Assistant City Admin, Christian Marquez; and Chief of Police, Tom Hoy. City Hall Administrator, Aissa Martinez; City Administrative Clerk, Anna Perez; City Staff, Alejandra Garcia; City Treasurer, Sara Luscombe; Library Branch Manager, Kailee Wood; Finance Director, Whitney Cantrell and Director of Public Works, Jose Perez were absent.

**APPROVAL OF THE January 6, 2026, REGULAR MEETING MINUTES**

Mayor Cordonier made a motion for the approval of the January 6, 2026, regular meeting minutes. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-06)

**APPROVAL OF THE PAYMENT OF BILLS**

Mayor Cordonier made a motion to approve paying the bills presented for January 20, 2026. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-07)

**COMMENTS FROM THE PUBLIC**

No Comments

**PUBLIC HEARING REGARDING THE ABCA FOR THE EPA BROWNSFIELDS CLEAN-UP GRANT APPLICATION FOR 800 G STREET**

Discussion only. No action taken.

**REVIEW AND APPROVAL OF CHANGE ORDER #4 FROM THE SHASTA SERVICES, INC. TO: REMOVE PAY ITEM NO. 18 WELL #2 CASING REHABILITATION – SWAGING REPAIR FROM THE SCOPE OF THE PROJECT AND ADD PAY ITEM NO. 18 CHANGE ORDER REQUEST 004 TO CONTINUE TO REMOVE RUBBLE/DEBRIS FROM WELL #2 CASING**

Mayor Cordonier made a motion to approve the Change Order #4 from the Shasta Services, Inc. to: Remove pay item No. 18 Well #2 Casing Rehabilitation – Swaging repair from the scope of the project and add pay item No. 18 Change Order request 004 to continue to remove rubble/debris from Well #2 Casing. Council Member Taylor seconded the motion. All votes were aye. Motion carried. (Motion 26-08)

**VOLUNTEER COUNCIL MEMBER TO WRITE THE ARTICLE FOR THE NEXT “COUNCIL CORNER” FOR FEBRUARY NEWSLETTER**

Council Member Taylor volunteered to write the article for the next “Council Corner” for February Newsletter.

**DEPARTMENT HEAD UPDATES**

**Chief of Police:** Tom Hoy gave an update on the K-9 Fundraiser Dinner that is occurring on March 7, 2026 at the Tulelake-Butte Valley Fairgrounds. He also commented that the Durango is up and running.

**Chief Resilience Officer:** Jenny Coelho commented that she was working with Stantec on the Community Wide Assessment Grant and with Langan on the Cleanup Grant that were both due the following week. She also commented that she would be attending the SCORE meeting that Friday.

**City Hall Administrator:** Absent.

**Director of Public Works:** Absent.

**Library Branch Manager:** Absent.

**ADJOURNMENT**

Mayor Cordonier made a motion to adjourn the meeting at 6:56PM. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 26-09)

*Minutes of January 20, 2026 – Regular*

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**Tom Cordonier, Mayor**

**Attest:**

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**Casey Joiner, City Clerk**

**MINUTES**  
**Budget Workshop**  
**TULELAKE CITY COUNCIL**  
**January 28, 2026 – 9:00 AM**

Mayor Tom Cordonier called the workshop to order at 9:05am. Council Members Margie Cordonier, Patricia Taylor, Teresa Williams and Penny Velador were present. Also in attendance were Chief Resilience Officer, Jenny Coelho; City Administrative Clerk, Anna Perez; Library Branch Manager, Kailee Wood; Director of Public Works, Jose Perez; Finance Director, Whitney Cantrell; and Tony Ross. City Hall Administrator, Aissa Martinez; Assistant City Admin, Christian Marquez; Chief of Police, Tom Hoy; City Staff, Alejandra Garcia; City Treasurer, Sara Luscombe; and City Clerk, Casey Joiner were absent

**COMMENTS FROM THE PUBLIC**

No Comments

**REVIEW BUDGET**

Finance Director, Whitney Cantrell, reviewed six-month budget with City Council and Department Heads. Discussion only. No action taken.

**DISCUSSION OF CITY ISSUES**

No discussion.

**DEPARTMENT HEAD UPDATES**

***Chief of Police:*** Absent

***Chief Resilience Officer:*** No comment.

***City Hall Administrator:*** Absent.

***Director of Public Works:*** No comment.

***Library Branch Manager:*** No comment.

**ADJOURNMENT**

Mayor Cordonier made a motion to adjourn the workshop at 11:55AM. Mayor Pro Tem Velador seconded the motion. All votes were aye. Motion carried. (Motion 26-10)

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Tom Cordonier, Mayor

Attest:

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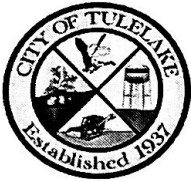
Casey Joiner, City Clerk

City of Tulelake  
Posted General Ledger Transactions - City Council Bills to Approve

Bills Submitted for Approval on 02-03-2026 - API26017 for Weeks 01-20-2026 thru 01-29-2026				
Name	Document Number	Document Amount	Document Description	Fund Code
Robert Perkins	01/28/2026 5 Teal Ct	17.88	Deposit Refund - Nancy Pentland (Robert Perkins)	01
STATE WATER RESOURCES CONTROL BOARD	01/28/2026 CWB	274.00	Renewal App. for Wastewater Treatment 2026	03
ALSCO, INC	0582942	153.11	Operating Supplies	02
ED STAUB & SONS PETROLEUM, INC	13610897	755.08	City Hall- Propane	01
PACIFIC POWER	141998321-001 6 2/26	2,192.66	101 Siskiyou St	02
CITY OF WEED	1792	619.77	Building Inspector 12/3-12/17/2025	01
LANGAN ENGINEERING AND ENVIRONMENTAL SERVICES, INC.	1810 #90075470	12,368.75	Services from 11/22-12/26/2025	01
RICHARD TINSMAN	2026-01	2,588.75	07-12 2025 Invoice - Richard Tinsman	01
PACIFIC POWER	41972561-002 8 02/26	2,049.59	Streets	11
PACIFIC POWER	41972561-003 6 02/26	812.08	Kiwanis Park, Corner of 1st & C, Siskiyou & B, 338 Main	01
PACIFIC POWER	41972561-004 4 02/26	353.67	C St - Lift Station	03
PACIFIC POWER	41972561-006 9 02/26	1,710.79	A6325 C Street City Water	02
PACIFIC POWER	41972561-007 7 02/26	310.36	400 Bl, Main - Library	01
PACIFIC POWER	41972561-009 3 02/26	1,440.63	470 C St #A	01
PACIFIC POWER	41972561-013 5 01/26	27.79	Park St- Lift Station	03
PACIFIC POWER	41998321-004 0 02/26	418.52	Main & E St	01
TULE TILLERS 4X4 AUTOMOTIVE	4291	3,641.00	2019 Dodge Durango 5.7L Maint.	05
TULE TILLERS 4X4 AUTOMOTIVE	4292	300.00	2016 Chevy Tahoe 5.3L Maint.	05
ED STAUB & SONS PETROLEUM, INC	450724	461.66	Police Department - Fuel	01
ED STAUB & SONS PETROLEUM, INC	450734	645.30	Garbage Truck & PW Fuel	02
CHARLES W PILLON, CPA	4811 ACH	2,500.00	2025 Annual Financial Transaction Report	01
VERIZON WIRELESS	6133507043	273.51	PD - Cellular Services	05
ADKINS ENGINEERING AND SURVEYING, INC.	62258	375.00	TO#1 Misc Services	02
ADKINS ENGINEERING AND SURVEYING, INC.	62259	25,290.00	Wastewater Improvements TO#15	03
ADKINS ENGINEERING AND SURVEYING, INC.	62295	10,833.75	SCDRG Well Rehab. TO#10	02
STATELINE AUTO PARTS SUPPLY, INC.	637481	138.33	DeWalt Paddle - Operating Supplies	02
STATELINE AUTO PARTS SUPPLY, INC.	637665	27.54	PW - Operating Supplies	02
USA BLUE BOOK	INV00926307	439.67	Teflon Bailer, Supplies for Wastewater	03
OFFICE TECHNOLOGIES, INC.	INV59450	59.96	Kyocera Maint.	01
DAY WIRELESS SYSTEMS	INV903732	172.55	2112 TECH - Radio Repair PD	05
THOMAS CORDONIER	Tom C. 01/14/2026	127.40	Lola - Mileage Reimbursment	01

City of Tulelake  
Posted General Ledger Transactions - City Council Bills to Approve

THOMAS CORDONIER	Tom C. 01/27/2026	160.95	Reimbursement Food & Gas	01
AATRIX SOFTWARE, INC.	W-2'S eFile	79.50	W-2'S 2025	01
SWRCB ACCOUNTING OFFICE	WS-1055484	5,490.20	Water System Annual Fees Invoice	02
<b>Total</b>		<b>77,109.75</b>		
	<b>Pay Dates: 01/16/2026</b>			
<b>PAY PERIOD:</b>	<b>01/11/2026-01/24/2026</b>		<b>Fund Account Codes:</b>	
<i>Police Department: (4 Employees)</i>	<i>\$6,750.35</i>		01- General Fund	
<i>Chief Resilience Officer (1 Employee)</i>	<i>\$2,315.67</i>		02- Enterprise Fund - Water	
<i>Public Works: (6 Employees)</i>	<i>\$7,329.31</i>		03- Enterprise Fund - Sewer	
<i>City Hall: (6 Employees, including Library &amp; Custodial)</i>	<i>\$4,088.25</i>		04- Enterprise Fund - Garbage	
<i>Council &amp; Elected Officials: (6 persons)</i>	<i>\$2,154.90</i>		05- Police Personnel (COPS Grant) 11- Gas Tax Fund (Streets)	
			13- Local Transportation (TDA)	
<b>Total Amount of Payroll DD's</b>		<b>\$22,638.48</b>		
<b>Total Amount Submitted for Approval - February 03,2026:</b>		<b>\$99,748.23</b>		



# CITY OF TULELAKE STAFF REPORT TO CITY COUNCIL

February 3, 2026

## VERIZON WIRELESS USE PERMIT

<b>APPLICANT:</b>	John Rea Sacramento Valley LP dba Verizon Wireless/Complete Wireless Consulting 2009 V Street Sacramento, CA 95818
<b>PROPERTY OWNER:</b>	California Oregon Telephone Co. PO Box 847 Dorris, CA 96023
<b>PROJECT SUMMARY:</b>	The project consists of a proposed conditional use permit for an existing wireless telecommunications facility prior to modification of equipment.
<b>REQUEST OF CITY COUNCIL:</b>	The City Council is being asked to: (1) Consider a conditional use permit for an existing wireless telecommunications facility; (2) Consider an exemption from the California Environmental Quality Act (CEQA); (3) Provide direction to staff regarding any issues or concerns; and (4) Adopt draft Resolution 26-01 granting the conditional use permit.
<b>PROJECT LOCATION:</b>	380 Second Street (APN 050-053-100) / 301 C Street (APN 050-053-090)
<b>GENERAL PLAN:</b>	Low Density Residential (LDR) / Mixed Use (MU)
<b>ZONING:</b>	Low Density Residential (R-1) / Mixed Use (MU-2)
<b>EXISTING USE:</b>	Verizon Wireless wireless telecommunications facility / Cal-Ore Telephone office building
<b>PROPOSED USE:</b>	No change in use is proposed.
<b>ENVIRONMENTAL:</b>	The project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15301, 15303, and 15061(b)(3).
<b>RECOMMENDATION:</b>	Approval.
<b>SUGGESTED MOTIONS:</b>	<p>To make the recommended findings and grant the conditional use permit, two suggested motions are provided below. Each motion should be made in sequence, with the second motion made only after the preceding motion has been successfully carried.</p> <ol style="list-style-type: none"><li>1) I move that we make the finding that the project does not have the potential to result in a significant adverse effect on the environment and is exempt from environmental review pursuant to CEQA Guidelines Sections 15301, 15303, and 15061(b)(3).</li><li>2) I move that we grant the conditional use permit and adopt Resolution 26-01.</li></ol>

**ATTACHMENTS:**

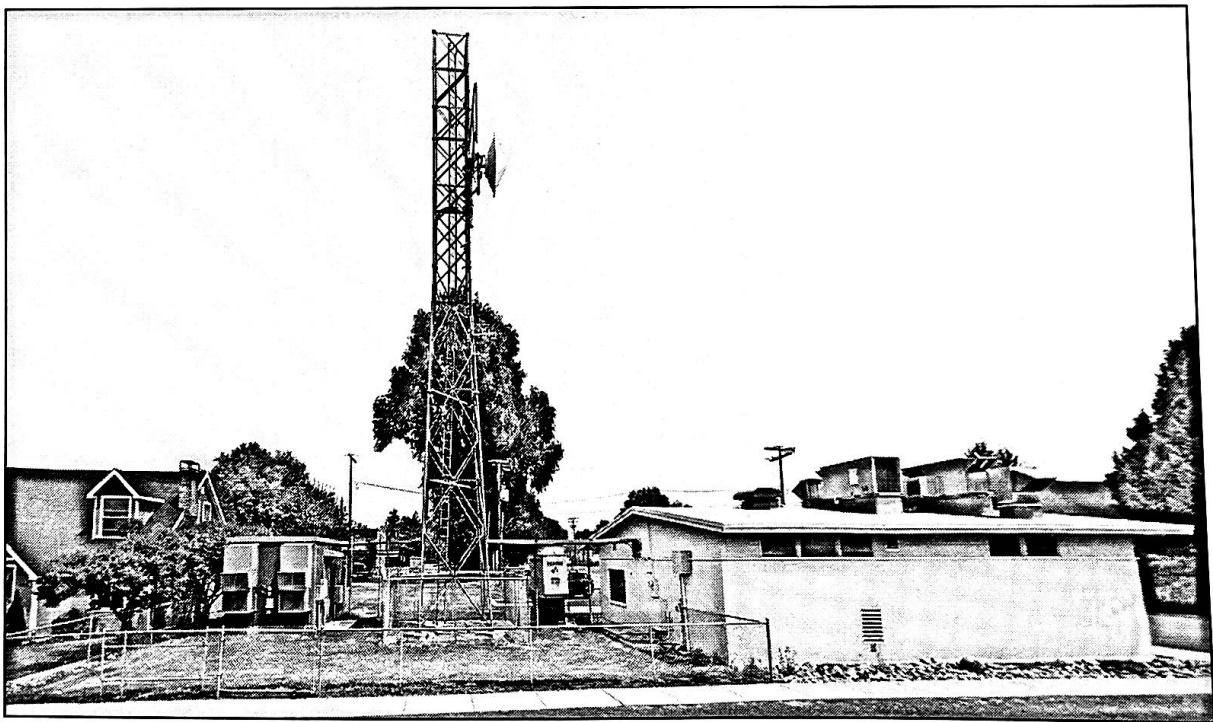
- A. Draft Resolution 26-01, A Resolution of the City Council of the City of Tulelake Granting a Conditional Use Permit for an Existing Wireless Telecommunications Facility at 380 Second Street (APN 050-053-100) and 301 C Street (APN 050-053-090)

**PROJECT OVERVIEW**

The project consists of a proposed conditional use permit for an existing wireless telecommunications facility prior to modification of equipment. The existing wireless telecommunications facility was constructed in 2012 and includes a 70.5-foot lattice tower, an approximately 240-square foot equipment shelter, a propane powered standby generator, antennas, antenna mounts, cables, and associated equipment. See **Figure 1** below.

Planned modifications include removing two panel antennas located 61 feet above ground level on the lattice tower and replacing them with three antennas; removing and replacing the antenna mount; removing and replacing cable; removing code-division multiple access (CDMA) equipment from the equipment shelter; installing a surge suppressor at the antennas and one in the equipment shelter; and installing two radio antennas.

None of the changes are considered “substantial” under Section 6409 of the Spectrum Act and Federal Communications Commission (FCC) rules. The project is therefore entitled to expedited administrative review and approval. However, pursuant to subsection (C)(1) of Section 17.104.120 (Other provisions) of Chapter 17.104 (Wireless Telecommunications Facilities) of the Tulelake Municipal Code, a use permit must be obtained prior to modification of an existing wireless telecommunications facility for which no use permit was granted. Because a use permit was not previously required or granted for the wireless telecommunications facility, a use permit request is now before the City Council for consideration. Once the conditional use permit has been granted by the Council, staff may approve the building permit application for the equipment changes.



**Figure 1, Wireless Communications Facility**

The approximately 0.31-acre project site is comprised of two parcels located northeast of the Second Street/C Street intersection. The wireless telecommunications facility is located on the northerly of the

two parcels at 380 Second Street (APN 050-053-100) and a Cal-Ore Telephone Co. office building is located on the southerly parcel at 301 C Street (APN 050-053-090). The improvements on the two parcels are physically connected to one another by cables and other attachments.

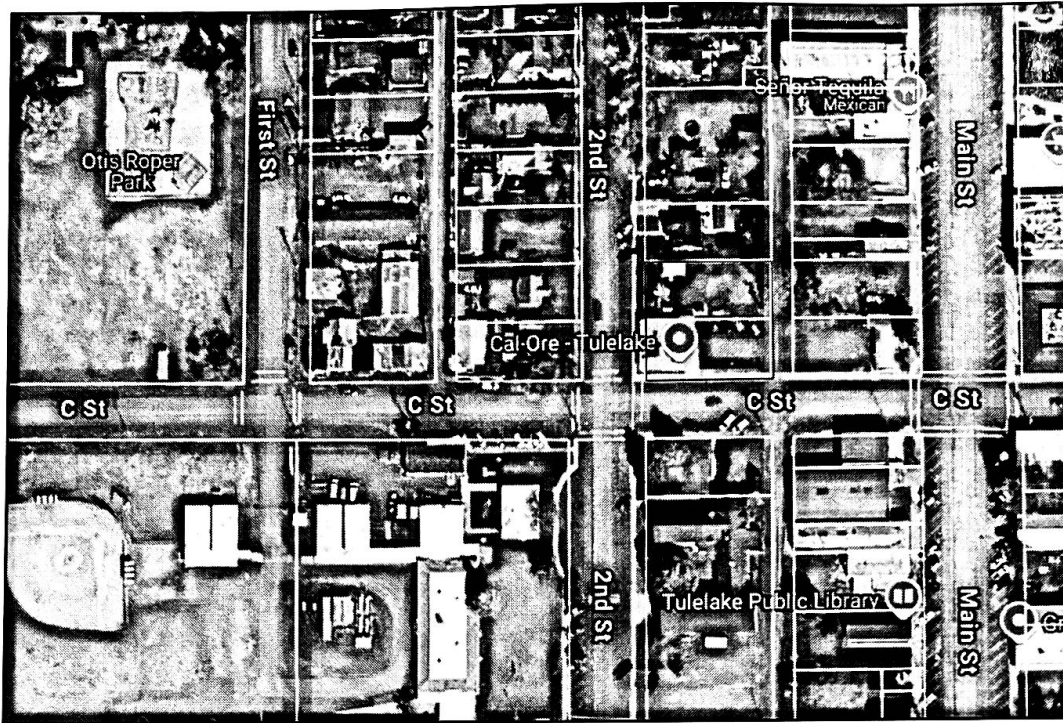


Figure 2, Project Site Aerial Overview (parcel boundaries are approximate)

As shown on Figure 3 below, the parcel on which the wireless telecommunications facility is located is in the Low Density Residential (R-1) zoning district and the parcel on which the Cal-Ore office building is located is in the Mixed Use (MU-2) district.

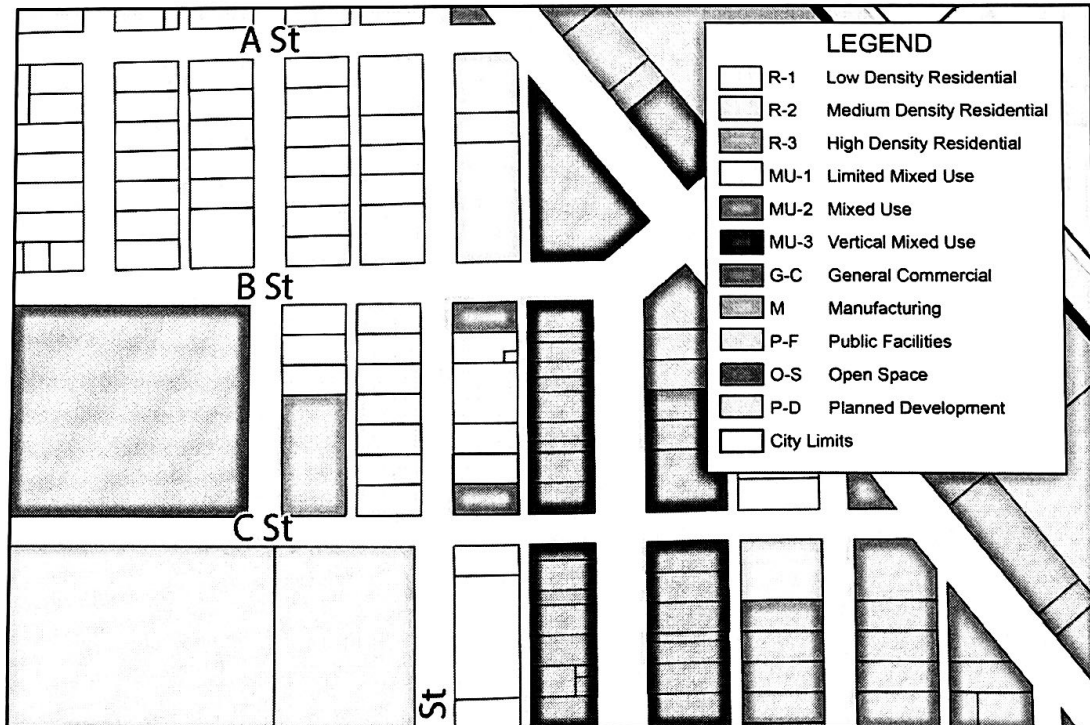


Figure 3, Project Area Zoning

Nearby land uses include the Presbyterian Church opposite Cal-Ore on C Street to the south, single-family dwellings on Second Street to the west, single-family dwellings to the north, and a vacant commercial lot and a vacant commercial building (formerly DMV) to the east.

## **GENERAL PLAN AND ZONING CONSISTENCY**

### **General Plan Consistency**

The Land Use Map of the General Plan Land Use Element classifies 380 Second Street as Low Density Residential (LDR) and 301 C Street as Mixed Use (MU). According to the Land Use Element, the LDR classification is suitable for areas of the City developed with and/or capable of supporting low density residential development and limited, compatible nonresidential uses, and the MU classification is intended to provide for a compatible mixture of residential and nonresidential uses in centrally located areas of the City to encourage a broad array of retail, professional, entertainment, residential, social, civic, and other uses that contribute to a vibrant, pedestrian-friendly environment. It is the intent of the MU land use classification to promote economic investment, redevelopment, and revitalization; improve access to housing, jobs, services, open space, and other destinations through non-vehicular transit modes; encourage a compact urban form; and safeguard the character of existing neighborhoods.

The following policies and programs contained in the General Plan were determined applicable to the proposed project:

#### Land Use Element

Policy LU-1.2: Maintain flexibility within the Zoning Ordinance by allowing development opportunities through the use permit process as well as through approval of similar uses not otherwise listed in the Zoning Ordinance.

Program LU-2F: Upon review of discretionary permits, add conditions to the project approval, when warranted, to support the public peace, health, safety, and general welfare.

Policy LU-3.1: Support the expansion and retention of existing businesses and facilitate business development in the City.

#### Circulation Element

POLICY C-3.4: The City supports equitable deployment of comprehensive utility infrastructure in the City, including the efficient expansion of broadband infrastructure and the provision of cost effective high-speed internet service to promote economic prosperity.

Program C-3F: When possible, reduce barriers to the equitable deployment of new broadband and telecommunication technologies and infrastructure to attract employers and businesses.

It is staff's opinion that approval of a use permit for the existing wireless telecommunications facility at 380 Second Street and 301 C Street to allow for modification of equipment, as proposed, is consistent with the above policies and programs and the rest of the General Plan.

### **Zoning Code Consistency**

As shown on **Figure 3** above, 380 Second Street is located in the R-1 district and 301 C Street is in the MU-2 district. The zoning regulations for each district allow for a variety of permitted and conditionally permitted uses and they establish development standards (e.g., minimum setbacks, maximum lot coverage, etc.) within the district. Neither district specifically regulates wireless telecommunications

facilities. Rather, wireless telecommunications facilities are regulated by Municipal Code Chapter 17.104 (Wireless Telecommunications Facilities). Regarding minimum setbacks, maximum lot coverage, etc., the facility is an existing wireless telecommunications facility and none of the proposed modifications would affect or be affected by these development standards. As such, consistency with minimum setbacks, maximum lot coverage, etc. is not evaluated herein.

### Required Findings

In order to approve a conditional use permit for a wireless telecommunications facility, the City Council must first make certain findings to ensure projects are not to the detriment of the City. These findings are detailed in subsection (A) of Section 17.76.060 (Action by the city council on a use permit) and subsection (G) of Section 17.104.120 (Other provisions) of the Tulelake Municipal Code, as follows.

#### **Section 17.76.060 (Action by the city council on a use permit.)**

- A. In order to grant any conditional use permit, the findings of the city council shall be that the establishment, maintenance or operation of the use or building applied for will not, under the circumstances of the particular case, be materially detrimental to the health, safety, peace, comfort and general welfare of persons residing or working in the neighborhood of such proposed use, or be materially detrimental to property or improvements in the neighborhood or to the general welfare of the city.

#### **Section 17.104.120 (Other provisions)**

- G. Findings. A conditional use permit, site plan review, or modification for a wireless telecommunications facility or co-location facility may be granted only if the following findings are made by the designated reviewing authority, in addition to any findings applicable under Chapter 17.76 (Use Permits and Variances):
1. The proposed wireless telecommunications facility has been designed to achieve compatibility with the community to the maximum extent reasonably feasible;
  2. An alternative configuration will not increase community compatibility or is not reasonably feasible;
  3. The location of the wireless telecommunications facility on alternative sites will not increase community compatibility or is not reasonably feasible;
  4. The proposed facility is necessary to increase network capacity, or maintain service quality, and is the least intrusive means of doing so;
  5. The applicant has submitted a statement of its willingness to allow other wireless service providers to co-locate on the proposed wireless telecommunications facility wherever technically and economically feasible and where co-location would not harm community compatibility; and
  6. Noise generated by equipment will not be excessive, annoying nor be detrimental to the public health, safety, and welfare.

It is staff's opinion that the City Council can make the above findings for approval of a use permit. This is because the facility is an existing wireless telecommunications facility that has been in operation at that location for nearly 14 years and because only minor equipment changes are proposed, none of which would be materially detrimental to the health, safety, peace, comfort and general welfare of persons residing or working in the neighborhood of such proposed use or be materially detrimental to property or improvements in the neighborhood or to the general welfare of the city.

If the City Council concurs, it would need to make the required findings prior to project approval. As such, the findings have been incorporated into the suggested motions on page one of the staff report as well as the draft resolution prepared for the City Council's consideration. However, should concerns be raised at the public hearing that would suggest the findings cannot be made, the City Council may place additional conditions on the use permit to mitigate community concerns. Conversely, if the City Council does not feel that the concerns can be adequately addressed, the Council can deny the request for a use permit.

**ENVIRONMENTAL RECOMMENDATION**

It is planning staff's recommendation that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15301, 15303, and 15061(b)(3), as described below.

Section 15301, Existing Facilities. The "Existing Facilities" exemption applies to "the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use."

Section 15303, New Construction or Conversion of Small Structures. The "New Construction or Conversion of Small Structures" exemption applies to the "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."

Section 15061(b)(3). This section is better known as the "common sense exemption" in that it states that CEQA only applies to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that the project will not have a significant negative impact on the environment, the project is exempt from CEQA.

If the City Council concurs, it would need to make the finding that the project is exempt from CEQA prior to project approval. As such, a finding to this effect has been incorporated into the suggested motions on page one of the staff report.

**STAFF RECOMMENDATION**

Staff has reviewed the application materials and based on the material in the record and the information provided in this staff report, staff recommends approval of the Verizon Wireless use permit for 380 Second Street and 301 C Street subject to the following conditions:

1. The use shall be conducted in accordance with all applicable laws and ordinances. Compliance with the terms and conditions of the use permit shall be to the satisfaction of the City Administrator.
2. Prior to changes to the wireless communications facility, building permit(s) shall be obtained, as necessary. All work shall be in compliance with the requirements of the most current adopted Building Code. Building Code compliance shall be to the satisfaction of the City of Tulelake Building Inspector.
3. In accordance with Tulelake Municipal Code Section 17.104.040 (Development and design standards for new facilities not co-located), except where aesthetically inappropriate in the determination of the city administrator or technologically infeasible, the wireless telecommunications facility must be made available for co-location. In cases where

technological infeasibility is claimed, it shall be the responsibility of the party making such claim to demonstrate, by a preponderance of evidence, that such co-location is, in fact, infeasible.

4. In accordance with Tulelake Municipal Code Section 17.104.060 (Entitlement, term, renewal, and expiration), due to the unique nature of development, exceptional potential for visual and aesthetic impacts, and the rapidly changing technologic aspects that differentiate wireless telecommunications from other land uses allowed in the city, conditional use permits and other entitlements for wireless telecommunications facilities shall be valid for ten (10) years following the date of decision. The applicant or operator shall file for a renewal for the entitlement with the city clerk and pay the applicable renewal application fees six (6) months prior to expiration of the permit, if continuation of the use is desired.
5. The applicant, shall defend, indemnify and hold harmless the City, its agents, officers and employees from any claim, action, or proceeding (collectively, "Action") against the City, its agents, including consultants, officers or employees to attack, set aside, void, or annul the approvals, or any part thereof, or any decision, determination, or Action, made or taken approving, supplementing, or sustaining, the project or any part thereof, or any related approvals or project conditions imposed by the City or any of its agencies, departments, commissions, agents, including consultants, officers or employees, concerning the project, or to impose personal liability against such agents, including consultants, officers or employees resulting from their non-negligent involvement in the project, which action is brought within the time period provided by law, including any claim for private attorney general fees claimed by or awarded to any party from the City.

Staff further recommends that the City Council consider the following actions:

- **Adopt** the Findings of Consistency with the General Plan and Municipal Code;
- **Adopt** the Findings for Approval of a Use Permit;
- **Adopt** the CEQA Exemptions; and
- **Adopt** Resolution 26-01 granting the Conditional Use Permit.

Suggested motions to this effect are provided on the first page of the staff report.

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**ATTACHMENT A**  
**DRAFT RESOLUTION 26-01**

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## RESOLUTION 26-01

### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TULELAKE GRANTING A CONDITIONAL USE PERMIT FOR AN EXISTING WIRELESS TELECOMMUNICATIONS FACILITY AT 380 SECOND STREET (APN 050-053-100) AND 301 C STREET (APN 050-053-090)

**WHEREAS**, Section 17.104.120(C)(1) of the Tulelake Municipal Code requires that a use permit be obtained prior to modification of an existing wireless telecommunications facility for which no use permit was previously granted; and

**WHEREAS**, the City of Tulelake received an application from Sacramento Valley LP dba Verizon Wireless/Complete Wireless Consulting to modify an existing wireless telecommunications facility located at 380 Second Street (APN 050-053-100); and

**WHEREAS**, the wireless telecommunications facility includes a 70.5-foot lattice tower, an approximately 240-square foot equipment shelter, a propane powered standby generator, antennas, antenna mounts, cables, and associated equipment; and

**WHEREAS**, the wireless telecommunications facility is physically connected with improvements on the adjoining parcel at 301 C Street (APN 050-053-090); and

**WHEREAS**, the existing wireless telecommunications facility was approved by the City of Tulelake in September 2012 prior to the requirement for a use permit; and

**WHEREAS**, planned modifications to the facility include removing and replacing two antennas on the lattice tower with three antennas; removing and replacing an antenna mount; removing and replacing cable; removing CDMA equipment from the equipment shelter; installing a surge suppressor at the antennas and one in the equipment shelter; and installing two radio antennas; and

**WHEREAS**, none of the planned modifications to the facility are considered "substantial" under Section 6409 of the Spectrum Act and Federal Communications Commission (FCC) rules, such that the building permit application is entitled to expedited review and approval; and

**WHEREAS**, the building permit application can be approved once a use permit has been granted for the facility; and

**WHEREAS**, planning staff presented oral and written staff reports on the Verizon Wireless use permit application at a regular meeting of the City Council on February 3, 2026; and

**WHEREAS**, planning staff recommended the City Council adopt the findings set forth in the written City Council staff report dated February 3, 2026, and approve the project subject to the conditions of approval included below; and

**WHEREAS**, public hearing notices were posted, advertised, and mailed pursuant to California Government Code Sec. 65090 et seq.; and

**WHEREAS**, on February 3, 2026, the Mayor of the City Council opened the duly noticed public hearing on the Verizon Wireless use permit application to receive testimony both oral and written, following which the Mayor closed the public hearing and the City Council discussed the project prior to reaching its decision.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council adopts the findings set forth in the written staff report dated February 3, 2026, that the project is consistent with General Plan and Zoning.

**BE IT FURTHER RESOLVED** that the City Council adopts the findings set forth in the written staff report dated February 3, 2026, for approval of the use permit.

**BE IT FURTHER RESOLVED** that the City Council, based on the evidence in the record and the findings set forth in the written staff report, adopts an exemption from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15301, 15303, 15061(b)(3) and approves the Verizon Wireless use permit application subject to the following conditions:

1. The use shall be conducted in accordance with all applicable laws and ordinances. Compliance with the terms and conditions of the use permit shall be to the satisfaction of the City Administrator.
2. Prior to changes to the wireless communications facility, building permit(s) shall be obtained, as necessary. All work shall be in compliance with the requirements of the most current adopted Building Code. Building Code compliance shall be to the satisfaction of the City of Tulelake Building Inspector.
3. In accordance with Tulelake Municipal Code Section 17.104.040 (Development and design standards for new facilities not co-located), except where aesthetically inappropriate in the determination of the city administrator or technologically infeasible, the wireless telecommunications facility must be made available for co-location. In cases where technological infeasibility is claimed, it shall be the responsibility of the party making such claim to demonstrate, by a preponderance of evidence, that such co-location is, in fact, infeasible.
4. In accordance with Tulelake Municipal Code Section 17.104.060 (Entitlement, term, renewal, and expiration), due to the unique nature of development, exceptional potential for visual and aesthetic impacts, and the rapidly changing technologic aspects that differentiate wireless telecommunications from other land uses allowed in the city, conditional use permits and other entitlements for wireless telecommunications facilities shall be valid for ten (10) years following the date of decision. The applicant or operator shall file for a renewal for the entitlement with the city clerk and pay the applicable renewal application fees six (6) months prior to expiration of the permit, if continuation of the use is desired.
5. The applicant, shall defend, indemnify and hold harmless the City, its agents, officers and employees from any claim, action, or proceeding (collectively, "Action") against the City, its agents, including consultants, officers or employees to attack, set aside, void, or annul the approvals, or any part thereof, or any decision, determination, or Action, made or taken approving, supplementing, or sustaining, the project or any part thereof, or any related approvals or project conditions imposed by the City or any of its agencies, departments, commissions, agents, including consultants, officers or employees, concerning the project, or to impose personal liability against such agents, including consultants, officers or employees resulting from their non-negligent involvement in the project, which action is brought within the time period provided by law, including any claim for private attorney general fees claimed by or awarded to any party from the City.

**IT IS HEREBY CERTIFIED** that the foregoing Resolution 26-01 was duly adopted on a motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ at a regular meeting of the City of Tulelake City Council held on the 3<sup>rd</sup> day of February 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF TULELAKE CITY COUNCIL

\_\_\_\_\_  
Tom Cordonier, Mayor

WITNESS, my hand and seal this 3<sup>rd</sup> day of February 2026

\_\_\_\_\_  
Casey Joiner, City Clerk