



COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES
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MEMORANDUM

Date: 02/10/2022
To: Juliana Cherry, Planner III/MHRB Administrator
From: Gretchen McLaughlin, Supervising Code Enforcement Officer

Subject: Town of Mendocino Activity Report

1. The last Code Enforcement Update provided for MHRB hearing was in November 2019.
2. In 2020, there were 12 complaints total submitted to Code Enforcement for reported violations including sign violations, structures/building violations, and other zoning violations causing visual impact within both MHRB Zone A and Zone B areas.
3. In 2021, there were 13 complaints total submitted to Code Enforcement for reported violations including sign violations, structures/building violations, and other zoning violations causing visual impact within both MHRB Zone A and Zone B areas.
4. Since the last report, there have been a total of 25 complaints received as of 02/10/2022. No complaints have been received for 2022 at the time of this report.
5. Since the last report, there have been a total of 31 complaints closed for complaints submitted from 2017 through 2021. The breakdown of complaints and actions is as follows:
 - 25 complaints were investigated and closed because the violations were corrected by the responsible party, by removal of violation, obtaining MHRB approval and/or obtaining required building permits.
 - 6 complaints were investigated and closed as violations could not be established.
 - 13 complaints are currently under investigation with enforcement action taken or awaiting a response and resolution from the violator.

All Regulatory Code Violations in the TOM are either zoning or building violations (or both).

Pursuant to State Law and County Ordinance, violators of the zoning or building code must be given a minimum of 30 days from proper notice to correct the violation before penalties can be imposed. It is our policy to work with violators to gain compliance and only those that fail to be responsive are issued citations with penalties. After-the-fact permitting for zoning or building violations based on Code Investigations require double (for residential) and triple (for commercial) base permit fees as a consequence of doing work requiring a permit without first obtaining one.

The Code Enforcement Division will document all complaints in the Town of Mendocino and investigation and enforcement will occur as time permits based on the directed priorities and available personnel resources.

If making a complaint, please make sure that clear descriptive information about the conditions are provided and the exact address, business name and any other identifying information is provided as it is sometimes difficult to identify locations in the Town of Mendocino due to inconsistent street numbers. If at all possible, please provide the Assessor's Parcel Number so that we can clearly identify the location of the complaint.