



COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES

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DATE: 05/02/2023

TO: JESSIE WALDMAN, MHRB EXECUTIVE SECRETARY
FROM: GRETCHEN MCLAUGHLIN, ACTING CODE ENFORCEMENT MANAGER

RE: TOWN OF MENDOCINO ACTIVITY REPORT

1. This Code Enforcement activity report is to provide the Mendocino Historical Review Board (MHRB) with an update from the last Code Enforcement activity report dated February 3, 2023, which was presented at the March 6, 2023, MHRB meeting. The previous report was provided in two (2) sections to include Section 1: Dispositions for all 2022 complaints with the Historic District; and Section 2: Dispositions for all 2023 complaints received to date within the Historic District.
2. For the year 2022, there were a total of thirty-four (34) complaints received by the Code Enforcement Division for properties identified within the Historic District of the Town of Mendocino (TOM). Since the previous report, an additional two (2) cases were closed to include the following:
 - a. **Security Cameras/Exterior Lights:** One (1) complaint was received for non-approved exterior cameras and exterior lights located within the 45000 block of Little Lake Street. Modifications were made by the responsible party to bring them into compliance and approved by the Planning Division, and the complaint was subsequently closed.
 - b. **Tinted Windows:** One (1) complaint was received for non-approved tinted windows received for a property located within the 45000 block of Ukiah Street. The property received approval under MHRB_2022-0002 for the installed windows and the complaint was subsequently closed
3. For the year 2023, there has been a notable increase in the number of complaints received, with a total of twenty-two (22) received to date. Three (3) complaints were closed. The 2023 complaints received include the following:
 - a. **Short-Term Rental:** One (1) complaint was received for a non-permitted short-term rental located within the 45000 block of Ukiah Street. The responsible party demonstrated compliance by removing the rental listing from online website service providers and ceasing the non-approved use, and the complaint was subsequently closed.
 - b. **Concrete Work:** One (1) complaint was received for a possible non-approved pouring of concrete in the 45000 block of Albion Street. This complaint is currently under review pending investigation.
 - c. **Garbage Cans:** One (1) complaint was received for garbage cans located in the roadway in the 45000 block of Calpella Street. No violations were confirmed during site inspection. It should be noted that Code Enforcement does not regulate potential violations when located on public right-of-way.
 - d. **Fences:** Two (2) complaints were received for fences exceeding forty-two (42) inches in height located within the 44000 block of Albion Street and the 45000 block of Cahto Street. The complaints are currently under review pending investigation.
 - e. **Lights:** Six (6) complaints were received for non-approved lights located within the 45000 block of Ukiah Street including one (1) duplicate complaint, the 10000 block of Lansing Street including one (1) duplicate complaint, the 10000 block of Palette Drive, the 10000 block of Ford Street. The complaints are currently under review pending investigation.
 - f. **Wine Barrels:** Two (2) complaints were received for wine barrels with non-conforming signs in

the public right-of-way and in front of the building for the same property located in the 45000 block of Ukiah Street. The complaints are currently under review pending investigation.

- g. **Signs:** Three (3) complaints were received for non-approved sandwich board style signs and cloth material signage located in the 45000 block of Albion Street. The complaints are currently under review pending investigation.
- h. **Tents:** Four (4) complaints were received for non-permitted tents associated with restaurants located within the 10000 block of Kasten Street, the 44000 block of Albion Street, and two (2) complaints located within the 10000 block of Lansing Street. The complaints are currently under review pending investigation.
- i. **Camper Van:** One (1) complaint was received for a camper style van parked in a driveway located in the 45000 block of Little Lake Street. The "Sprinter" van was determined to not meet the criteria in violation of local ordinances, and the complaint was subsequently closed.
- j. **Tiny Home:** One (1) complaint was received for a tiny home on wheels located in the 10000 block of Lansing Street. The complaint was investigated, and the vehicle was determined to not be a tiny home and was determined to be a mobile sauna. The vehicle was confirmed to be removed from the property and the complaint was subsequently closed.

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(s). It is the Code Enforcement Division's policy to work with violators to gain compliance and only those that fail to be responsive are subject to additional enforcement, including but not limited to citations with associated penalties, recordation of the Notice of Violation against the subject property, and/or civil litigation. 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. Code Enforcement investigations and enforcement will occur as time permits based on the directed priorities from the Board of Supervisors and available personnel resources.

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