



Tehama County  
Thursday, July 17, 2025 9:00 AM  
Planning Commission  
Meeting Minutes - Draft

Time: 9:00 AM  
Location: Board Chambers  
Administration Building  
727 Oak Street, Red Bluff,  
CA 96080

<https://tehamacounty.legistar.com/Calendar.aspx>  
Board Chambers

**MINUTES OF THE MEETING HELD:** THURSDAY, JULY 17, 2025

**LOCATION:** BOARD CHAMBERS  
ADMINISTRATION BUILDING  
727 OAK STREET  
RED BLUFF, CA 96080

**PRESENT:** Commissioner Lesa Harris, Commissioner Vici Miranda, Chairperson  
Robert Halpin, and Commissioner Karen Jones

**ABSENT:** Commissioner Ryan Patrick

**STAFF PRESENT:** Jessica Martinez, Director of Planning  
Andrew Plett, County Counsel  
Melinda Touvell, Administrative Secretary III

I. **PLEDGE OF ALLEGIANCE**  
Chairman Halpin led the Pledge of Allegiance.

II. **CITIZENS CONCERNS**

III. **MINUTES OF THE MEETING**

**APPROVAL OF MINUTES - APRIL 3, 2025, PLANNING COMMISSION MEETING**  
A. Waive the reading and approve the minutes of the regular meeting held 4/3/2025

**RESULT:** APPROVE  
**MOVER:** Vici Miranda  
**SECONDER:** Karen Jones

**AYES:** Commissioner Harris, Commissioner Miranda, Chairperson Halpin, and Commissioner Jones

**ABSENT:** Commissioner Patrick

**IV. REGULAR ITEM**

**USE PERMIT #24-04; SERRANO - FARQUHAR DOG KENNEL**

Jessica Martinez, Director of Planning, presented Use Permit #24-04; located at 19085 Farquhar Rd, Cottonwood. Ms. Martinez stated they are establishing a 40 x 40 metal indoor/outdoor kennel which will house her 15 dogs.

Chairman Halpin asked Ms. Martinez to clarify for him that she currently has 15 dogs on her property.

Ms. Martinez stated the dogs have been there for over 5 years and there have not been any complaints from the neighbors to code enforcement or sheriff's office since 2011.

Chairman Halpin asked if there was a condition to require a license.

Ms. Martinez stated no, but they went to animal services to get a license, but they need a Use Permit approved before they can get the license. She stated they can add it as a condition.

Chairman Halpin opened the public hearing.

Rob Burroughs, Supervisor District 1, stated this is his area and his understanding is that you can only have 5 dogs, and the resident is already exceeding that number with 15 dogs. He asked what the legal number of dogs to be legal.

Ms. Martinez stated they are trying to acquire a Use Permit so they will be in compliance.

Tammy Fuentes, friend of applicant, stated they have show dogs, dogs being rehabilitated, and some are old dogs that the applicant inherited from her mother after she passed away.

Chairman Halpin stated in the conditions he would like to see a condition for noise continuation that would help reduce the noise of barking dogs.

Commissioner Miranda asked if there is a condition in place to regulate if the dogs

are licensed and up to date on their vaccinations.

Andrew Plett, County Counsel, stated there are conditions with animal control regulating those concerns and they periodically check to make sure the conditions are being met.

Ms. Martinez stated they must renew their license annually.

Resident neighbor stated that the kennel is a bad idea because noise travels and although it's bothersome they do not call animal control resources are limited, but they will be called if the kennel is approved because there are multiple neighbors that are not happy.

Kathy Cole stated that loose dogs are a problem coming on to her property, but she stated none of the dogs have been aggressive or tried to attack her. She stated if they were to sell the property, she is concerned with the permit following the new owner.

Chairman Halpin closed the public hearing.

Planning Commissioners discussed the conditions they would like added to the Use Permit before they would agree to approve the Use Permit. Commissioners asked County Counsel questions about having a sunset date put in place if the property was ever sold.

Ms. Martinez went over the conditions that the Planning Commission would like added to the Use Permit.

Commissioner Harris stated she is concerned that if they make it a requirement to have a barrier of some type around the whole property if it would be feasible financially for the applicant.

A. Public Hearing - Conduct a public hearing to consider Use Permit #24-04

B. Move that the Planning Commission approve the Findings in Attachment D for Use Permit #24-04; and move that Use Permit #24-04 is exempt from CEQA pursuant to Section 15061 (b)(3); Common Sense Exemption

**RESULT:**            **Item B: APPROVE**

**MOVER:**            Commissioner Harris

**SECONDER:** Commissioner Miranda

**AYES:** Commissioner Miranda, Chairperson Harris, and Commissioner Jones

**NAYS:** Commissioner Halpin

**ABSENT:** Commissioner Patrick

C. Move that the Planning Commission approve Use Permit #24-04 subject to the Conditions in Attachment E

Tabled until conditions are amended

**RESULT:** **Item C: TABLED**

**MOVER:** Commissioner Jones

**SECONDER:** Commissioner Miranda

**AYES:** Commissioner Miranda, Chairperson Halpin, and Commissioner Jones

**NAYS:** Commissioner Harris

**ABSENT:** Commissioner Patrick

**V. DIRECTOR COMMENTS**

Jessica Martinez, Director of Planning, stated in the coming months we will be having more regular meetings due to the volume of projects coming in. Ms. Martinez stated that the Board of Supervisors has requested the Planning Commission to look at the ground water issue and consider rezoning or amending the zoning to a specific use.

**VI. ADJOURN**

Meeting concluded at 10:10 A.M.