



County of Mendocino

- ☒ **INSPECTION REPORT (IR)** - Identification of violation(s) present at the subject location
- ☐ **NOTICE OF VIOLATION (NOV)** - Determination of reasonable time to correct identified violation(s)
- ☐ **ADMINISTRATIVE CITATION (AC)** - A civil penalty assessed for failure to correct identified violation(s)

Issuance Date: 07/23/2025		IR, NOV, or AC No: IR_2025-0077	
RESPONSIBLE PARTY			
Name: Kathleen Marie Rosenberg			
Mailing Address: 141 Ellis Ln., Ukiah, CA 95482			
VIOLATION INFORMATION			
Date & Time Observed: 07/01/2025 @ Approx. 1000 hours		Case No: IC_2025-0250	
Location: 28401 Timberline Rd., Willits, CA 95490/APN# 037-700-14-00			
DESCRIPTION OF VIOLATION(S) (Mendocino County Code ("MCC"))			
Violation #1) MCC Sec. 18.08.010 AND all other codes adopted by MCC Sec. 18.04.025: Failure to obtain a "Permit" as that term is defined in MCC Sec. 18.04.010(V) for the non-permitted structure (Single Family Residence), as depicted in Exhibit "A" Photos # 1-3			
Additional Violations Continued In Exhibit "A"			
CORRECTIVE ACTION REQUIRED (including correction deadline(s) - NOV and AC)			
Violation #1) Obtain a building permit to legalize the non-permitted structure (Single Family Residence) AND successfully complete a final inspection, OR; obtain a demolition permit to remove the non-permitted structure (Single Family Residence) AND successfully complete a final inspection.			
Additional Corrective Actions Continued In Exhibit "A"			
PENALTY			
*See Reverse Side For Payment Information			
<input checked="" type="checkbox"/> None (IR / NOV) <input type="checkbox"/> One-time penalty <input type="checkbox"/> Per-day penalty Penalty Amount: \$			
Issuing Officer: (Print) T.J. Machleit		(Signed)	
IMPORTANT INFORMATION AND INSTRUCTIONS ON REVERSE SIDE			

ISSUING DEPARTMENT:

County of Mendocino
Department of Planning and Building Services
pbs@mendocinocounty.org
www.mendocinocounty.org/government/planning-building-services

Ukiah Office:
860 North Bush Street
Ukiah, California, 95482
PHONE: 707-234-6650
FAX: 707-463-5709

Fort Bragg Office:
120 West Fir Street
Fort Bragg, California 95437
PHONE: 707-964-5379
FAX: 707-961-2427

AFTER CORRECTING THE VIOLATION(S), CONTACT THE CODE ENFORCEMENT DIVISION OF THE ISSUING DEPARTMENT AT (707) 234-6650 TO SCHEDULE AN INSPECTION TO VERIFY COMPLIANCE.

Penalties may continue accruing until County verification. Failure to correct the violation(s) may result in additional code enforcement actions, including but not limited to imposition of monetary penalties, increased monetary penalties, or the filing of a lawsuit.

INSPECTION REPORT: If the "Inspection Report" ("IR") box is checked, this is an identification of violation(s) present at the subject property. Please correct the violation(s) immediately.

NOTICE OF VIOLATION: If the "Notice of Violation" ("NOV") box is checked, this is your notice pursuant to Mendocino County Code ("MCC") §1.08.070 and §1.04.130. Please correct the violation(s) immediately.

ADMINISTRATIVE CITATION: If the "Administrative Citation" box is checked: Correct the violation(s) and pay the monetary penalties, or contest this Administrative Citation (see below for guidance). Unless otherwise stated, a request for an appeal will NOT cause a recurring penalty to cease accruing. At the discretion of the Department, you may also enter into a compliance agreement that may significantly reduce your penalty. To inquire about compliance agreements, you will need to contact the Department. The specified penalty is effective immediately upon imposition. If the penalty is recurring, the total penalty amount for the Citation will increase as specified. If the increment of recurrence is daily, the additional penalty will accrue every 24 hours. The recurring penalty will cease to accrue on the earlier of either (1) the confirmation by the County that the violation has been corrected, (2) the service of a subsequent administrative citation for the same recurring violation, or (3) the expiration of ninety (90) days after service.

PAYMENT INFORMATION:

All monetary penalties become due and payable to the County either (1) immediately upon service of the Citation for a non-recurring penalty, or (2) on the first day that the penalty no longer accrues for a recurring penalty. All penalties must be paid either within 30 days of the service of a Citation (for a non-recurring penalty), or 30 days after the penalties cease accruing (for a recurring penalty).

Payment may be sent by mail, accompanied by a copy of the citation, and addressed to: **Mendocino County Planning and Building Services Department, 860 N. Bush St., Ukiah, CA 95482**; payment may also be paid in person at either the Ukiah or Fort Bragg Office (identified above). If by mail, payment may be made by check or money order, made out to "Mendocino County Planning and Building Services Department"; if in person, payment may be made by check, money order, cash or credit card.

PAYING THE MONETARY PENALTY DOES NOT RELIEVE YOUR RESPONSIBILITY EITHER FOR CORRECTING THE VIOLATION(S) OR FOR CONTACTING THE ISSUING DEPARTMENT TO SCHEDULE A COMPLIANCE INSPECTION.

APPEALING THE ADMINISTRATIVE CITATION – RIGHTS AND PROCEDURES: A person identified as a Responsible Party may contest this Citation by giving notice to the Issuing Department by **submitting a "Notice of Appeal" to the Issuing Department within ten (10) days**, either from service of the Citation (pertaining to a non-recurring penalty), or from the first day that penalties cease accruing (pertaining to a recurring penalty). The Notice of Appeal may be submitted on a form obtained from the Issuing Department, or on a written document titled "Appeal of Administrative Citation" and containing at minimum, the following information: (1) name, address and phone number of appellant; (2) sufficient information to identify this Citation, such as the citation number; and (3) the grounds for contesting the Citation. **The County may reject an incomplete, untimely and/or invalid appeal, without further consideration of the merits.** To be valid, the appeal must state a grounds for appeal that is authorized by MCC Ch. 1.08, including but not limited to a hardship waiver request pertaining to second, or subsequent, citation under the conditions specified in MCC §1.08.100. A rejected request for appeal does NOT extend the time to provide the Issuing Department a Notice of Appeal. **FAILURE TO PROVIDE THE ISSUING DEPARTMENT A TIMELY, COMPLETE AND VALID NOTICE OF APPEAL WILL CONSTITUTE A WAIVER OF YOUR RIGHT TO APPEAL THIS ADMINISTRATIVE CITATION.**

Please note that if the administrative hearing officer upholds the validity of the citation on appeal, you may be required to reimburse the County for all or part of the administrative hearing officer's costs.

If an appellant is unsatisfied with the determination of a hearing officer, the appellant may contest such determination by following the procedures identified in MCC Section 1.08.140. If you need further clarification about this Citation, the processes and instructions described herein, or have any other questions related to this Citation, please contact the issuing officer or the Code Enforcement Division of the Issuing Department at (707) 234-6650. Additional information about contesting this citation also can be found in MCC Sections 1.08.090 through 1.08.140.

The MCC can be accessed on the web at: https://library.municode.com/ca/mendocino_county/codes/code_of_ordinances.

ADDITIONAL INFORMATION:

EXHIBIT A

CASE #: IC_2025-0250

IR #: IR_2025-0077

LOCATION: 28401 Timberline Rd., Willits, CA 95490/APN# 037-700-14-00

DESCRIPTION OF VIOLATION(S):

(Continued from cover page. Mendocino County Code ("MCC"))

Violation #2) MCC Sec. 18.08.010 AND all other codes adopted by MCC Sec. 18.04.025: Failure to obtain a "Permit" as that term is defined in MCC Sec. 18.04.010(V) for the non-permitted structure (Barn), as depicted in Exhibit "A" Photos # 4-6

Violation #3) MCC Sec. 18.08.010 AND all other codes adopted by MCC Sec. 18.04.025: Failure to obtain a "Permit" as that term is defined in MCC Sec. 18.04.010(V) for the non-permitted structure (Hoop Structure), as depicted in Exhibit "A" Photos # 7-9

Violation #4) MCC Sec. 20.216.025 – Use of property contrary to the Mendocino County Zoning Code, Div. 1, specifically Ch. 20.164- The Use of an RV, Travel Trailer, or camper on property zoned (Upland Residential (UR) is unlawful, as depicted in Exhibit "A" Photos # 7-12

Violation #5) MCC Sec. 20.216.025 -Use of property contrary to the Mendocino County Zoning Code - Division 1, Specifically Ch. (Upland Residential (UR) - Storage of non-operable vehicles as defined by MCC sec. 20.008.052(24), on property zoned (Upland Residential (UR) is unlawful, as depicted in Exhibit "A" Photos # 13-15

Violation #6) MCC Sec. 9A.08.020 - Storage of disposable refuse on private property, as depicted in Exhibit "A" Photos # 16-24

EXHIBIT A

CASE #: IC_2025-0250

IR #: IR_2025-0077

LOCATION: 28401 Timberline Rd., Willits, CA 95490/APN# 037-700-14-00

DESCRIPTION OF CORRECTIVE ACTION(S):

(Continued from cover page. Mendocino County Code ("MCC"))

Violation #2) Obtain a building permit to legalize the non-permitted structure (Barn) AND successfully complete a final inspection, OR; obtain a demolition permit to remove the non-permitted structure (Barn) AND successfully complete a final inspection.

Violation #3) Obtain a building permit to legalize the non-permitted structure (Hoop Structure) AND successfully complete a final inspection, OR; obtain a demolition permit to remove the non-permitted structure (Hoop Structure) AND successfully complete a final inspection.

Violation #4) Cease the use of the RV, Travel Trailer, or Camper and place in dead storage, or remove it, OR; obtain an Administrative Permit pursuant to the provisions of MCC Chapter 20.168 AND remove all travel trailers, or campers in excess of the permissible limit from the subject property.

Violation #5) Lawfully remove all non-operable vehicles in excess of the permissible limit from the subject property.

Violation #6) Remove all refuse from the property and dispose of in accordance with State Law.

EXHIBIT B

CASE #: IC_2025-0250

IR #: IR_2025-0077

LOCATION: 28401 Timberline Rd., Willits, CA 95490/APN# 037-700-14-00

PHOTO 1
(Single Family Residence)



PHOTO 2
(Single Family Residence)



PHOTO 3
(Single Family Residence)



PHOTO 4
(Barn)



PHOTO 5
(Barn)



PHOTO 6
(Barn)



EXHIBIT B

CASE #: IC_2025-0250

IR #: IR_2025-0077

LOCATION: 28401 Timberline Rd., Willits, CA 95490/APN# 037-700-14-00

PHOTO 7

Occupied Travel Trailer AND (Hoop Structure)



PHOTO 8

Occupied Travel Trailer AND (Hoop Structure)

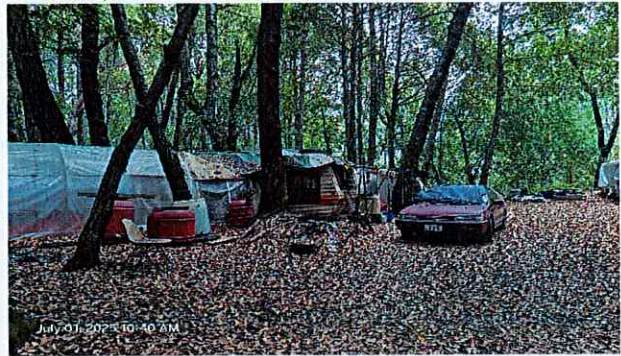


PHOTO 9

Occupied Travel Trailer AND (Hoop Structure)



PHOTO 10

Travel Trailer



PHOTO 11
Travel Trailer



PHOTO 12
Motorhome



EXHIBIT B

CASE #: IC_2025-0250

IR #: IR_2025-0077

LOCATION: 28401 Timberline Rd., Willits, CA 95490/APN# 037-700-14-00

PHOTO 13
Non-operational Vehicle



PHOTO 14
Non-operational Vehicle



PHOTO 15
Non-operational Vehicle



PHOTO 16
Disposable Refuse



PHOTO 17
Disposable Refuse



PHOTO 18
Disposable Refuse



EXHIBIT B

CASE #: IC_2025-0250

IR #: IR_2025-0077

LOCATION: 28401 Timberline Rd., Willits, CA 95490/APN# 037-700-14-00

PHOTO 19
Disposable Refuse



PHOTO 20
Disposable Refuse



PHOTO 21
Disposable Refuse



PHOTO 22
Disposable Refuse



PHOTO 23
Disposable Refuse



PHOTO 24
Disposable Refuse

