

# COUNTY OF PLUMAS

## PLANNING COMMISSION MEETING MINUTES

### REGULAR MEETING

**DATE:** August 18, 2022  
**TIME:** 10:00 a.m.

**LOCATION:** Plumas County Courthouse Building  
Board of Supervisors Chambers  
Room 308  
520 Main Street  
Quincy, CA 95971

#### STANDING ORDERS

Due to the Coronavirus disease (COVID-19) Public Health Emergency, dated March 16, 2020, the County of Plumas is making several changes related to Planning Commission meetings to protect the public's health and prevent the disease from spreading locally. Plumas County Health Officer Recommendation Regarding Teleconferencing, issued on September 30, 2021, recommends local legislative bodies, such as commission, committees, boards, and council, hold public meetings with teleconferencing as authorized by Government Code section 54953 (e). Pursuant to Government Code section 54953 (e) and to maintain the orderly conduct of the meeting, the County of Plumas members of the Planning Commission may attend the meeting via teleconference or phone conference and participate in the meeting to the same extent as if they were physically present. Due to Government Code section 54953(e), the Boardroom will be open to the public but subject to social distancing requirements. Those that wish to attend the Board meeting, will be required to wear a face covering, as required by the local Public Health Officer order.

#### THE PUBLIC MAY ALSO PARTICIPATE AS FOLLOWS

##### **Zoom Meeting / View and Verbal Public Comment Opportunity:**

Members of the public who wish to watch live and provide public comment on any item on the agenda can join via the following link:

<https://zoom.us/j/92668567598?pwd=T21qNFFGem1PWXBIUFFZSnJwZEIKdz09>

Call: 1-669-900-9128

Meeting ID: 926 6856 7598

Passcode: 461910

##### **Written Public Comment Opportunity:**

Members of the public may submit written comments on any matter within the Commission's subject matter jurisdiction (Plumas County Code Title 2, Chapter 2, Article 1, Sec. 2-2.107 – Duties), regardless of whether the matter is on the agenda for Commission consideration or action. Comments will be entered into the administrative record of the meeting. Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items before and/or during the Planning Commission meeting, using e-mail address [publicplanningcommission@countyofplumas.com](mailto:publicplanningcommission@countyofplumas.com)

[www.countyofplumas.com](http://www.countyofplumas.com)

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#### **Disability Accommodation Statement**



*The County of Plumas is required to ensure accessibility to all of its Public meetings and programs. If you require accommodations (including auxiliary aids, documents in alternative formats, or other services) to participate in County public meetings or public events, please call the Plumas County Office for Accessibility at (530) 283-6194. Persons may also use the 711 Relay System to make a request. Requests made at least 72 hours in advance will help to ensure availability.*

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***Note: A majority of the Board of Supervisors may be present and may participate in discussion.***



**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**Present:** Chris Spencer, Tom McGowan, Charles Leonhardt, Harvey West

**IV. PUBLIC COMMENT OPPORTUNITY**

*At this time, the public has the opportunity to address the Commission concerning any item of interest not listed on this agenda. The Commission may not discuss or take any action on any item presented during the public comment period that is not on the agenda. The Commission may briefly respond to statements made or questions posed by members of the public. Upon recognition by the Chairman, please state your name, county of residence, and subject matter. Discussion of any non-agenda items will be limited to three (3) minutes or such reasonable time as is granted by the majority of the Commission.*

None

**V. CONSENT ITEMS**

**A. Items to be continued or withdrawn from the agenda**

None

**B. Approval of Meeting Minutes of August 4, 2022**

**Motion:** Approval of Meeting Minutes of August 4, 2022, with amendments to Item VI by changing "flew" to "posted" and adding "Economic Development Grant" and "Planning Grant" to last bullet point for clarification

**Moved by** Charles Leonhardt, **Seconded by** Chris Spencer

**Vote:** Motion carried.

**Yes:** Spencer, McGowan, Leonhardt, West

**VI. DISASTER RECOVERY OPERATIONS CENTER (DROC) AND DIXIE FIRE COLLABORATIVE (DFC) UPDATES FOR BECKWOURTH COMPLEX AND DIXIE FIRES**

Tracey Ferguson, Planning Director, stated that the noted the following concerning DROC and DFC:

- *Patti Miller Crowley, FEMA Planner, will begin working in the Planning Department the week of August 22<sup>nd</sup> to assist with fire recovery.*
- *Every third Saturday of the month a community meeting is held in Greenville.*
- *The "Innovation Hub" concept is to assist entrepreneurs with having or starting a business.*

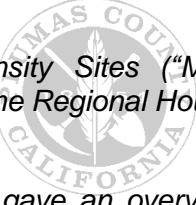
**VII. PLANNING COMMISSIONERS' REPORTS/COMMENTS**

Commissioner Chris Spencer suggested adding a section to the meeting minutes showing the "author" of the meeting minutes.

Commissioner Charles Leonhardt mentioned he attended the Airport Land Use Commission (ALUC) site visit to Gansner Airport, the site visit was informative, and discussion topics included: selling fuel, additional hangars, possessory interest of taxing buildings, airplane tie downs, facility maintenance, etc.

**VIII. DISCUSSION: 2019-2024 GENERAL PLAN HOUSING ELEMENT (Tracey Ferguson, AICP, Planning Director)**

**A. Program 1 (continued) – Monitor Vacant and Underutilized Sites Inventory. The County will maintain and update an inventory of vacant and underutilized sites that are designated for residential uses.**



- *Table A-1 Vacant High Density Sites (“M-R” zoning or Multiple-Family Residential) to Accommodate the Lower Income Regional Housing Needs Assessment (RHNA) – review vacant sites by supervisorial district*

Tracey Ferguson, Planning Director, gave an overview of *Table A-1: Vacant High Density Sites to Accommodate the Lower Income RHNA from the Housing Element in the 2035 General Plan* and explained that staff would separate *Table A-1* by supervisorial district and provide it to the Commission at a future meeting.

Ferguson went on to explain the handout staff created for the Multiple-Family Residential (M-R) zoned parcels from *Table A-1* of the *Housing Element* that included a table showing site constraints separated by supervisorial district, with APNs and zoning map screenshots of the areas in which the APNs are located, to assist with the ‘ground truthing’ of *Table A-1*.

*The following changes to the screenshots were requested by the Commission:*

1. *Add labels indicating the area of the county the zoning map screenshot is showing.*
2. *Provide a key/legend in relation to the colors on the zoning map screenshot.*
3. *Include a screenshot of Vinton.*
4. *Add a “call out” on the zoning map screenshot to correspond to the parcel in the table.*
5. *Add page numbers.*

## **IX. INFORMATIONAL ITEMS/ON-GOING PROJECT UPDATES**

### **A. American Planning Association (APA) Planning Commissioners’ Membership**

Tracey Ferguson, Planning Director, explained that a handout was included with their information packet strictly for informational purposes concerning the Commissioner’s APA membership and whether they would like their personal address used for the membership or the Planning Department address (555 Main Street, Quincy, CA 95971).

*After discussion amongst the Commission, all commissioners will use their personal address for the membership, except Commissioner Tom McGowan, who will use the Planning Department address.*

### **B. 91<sup>st</sup> General Conference of the California County Planning Commissioners’ Association (CCPCA) – October 14-15, 2022 at the Doubletree by Hilton Hotel, Pleasanton, Alameda County**

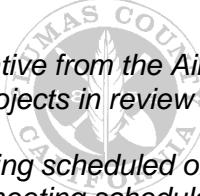
Tracey Ferguson, Planning Director, explained that all commissioners are members of the CCPCA, the CCPCA will be holding a conference, the Planning Commission budget has sufficient funds to support one (1) commissioner going to the conference, and the commission should choose a commissioner to attend the conference.

*After discussion amongst the commission, the decision was made that Commissioner Chris Spencer and Commissioner Charles Leonhardt would work with staff on both of them attending the conference.*

## **X. FUTURE AGENDA ITEMS**

### **A. Guest Speaker: Roger Diefendorf, Executive Director, Plumas County Community Development Commission (PCCDC) / Housing Authority (Invited)**

Tracey Ferguson, Planning Director, explained that Roger Diefendorf, Executive Director, PCCDC / Housing Authority is on the agenda and has been invited as a guest speaker.



Ferguson stated that a representative from the Airport Land Use Commission (ALUC) would attend a future meeting to discuss the projects in review by the ALUC.

XI. **ADJOURNMENT** to the regular meeting scheduled on September 1, 2022  
**Motion:** Adjournment to the regular meeting scheduled on September 15, 2022  
**Moved by** Charles Leonhardt, **Seconded by** Harvey West.  
**Vote:** Motion carried.  
**Yes:** Spencer, McGowan, Leonhardt, West