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**PLUMAS COUNTY**  
**ZONING ADMINISTRATOR**  
Minutes of the Regular Meeting of April 12, 2023

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The Plumas County Zoning Administrator convened in a meeting on April 12, 2023, at 10:02 a.m. in the Permit Center Conference Room, Quincy. Zoning Administrator, Tracey Ferguson, presiding. Senior Planner, Tim Evans, is in attendance.

**I. PUBLIC COMMENT OPPORTUNITY**

No public comment is presented.

**II. REVIEW OF SPECIAL USE PERMIT: PLUMAS DISTRICT HOSPITAL; APNs 115-192-001 & 115-192-002; T.24N/R.9E/S.15 MDM**

As continued from the March 8, 2023, Zoning Administrator meeting, per condition #4 of the Special Use Permit granted on March 10, 2021, for a child daycare facility, the review of the social compatibility of the project to ensure the project is not creating any nuisances or interfering with the surrounding community is presented. Tim Evans, Senior Planner, gives a presentation as reflected in the staff report. Evans outlines how each of the six (6) concerns (i.e., stormwater runoff, parking, light pollution, landscape maintenance, traffic, and noise) by Leslie Mink, public commenter, has been addressed. Additionally, Evans states that letters in support of the child daycare facility were received from Joni Moore, Gina Achilles, and Bill and Sue Wickman, and are provided as exhibits to the staff report.

Zoning Administrator, Tracey Ferguson, questions if Plumas District Hospital (PDH) representatives have any questions or comments. Tiffany Leonhardt, Director of Business Development at PDH, questions the memo received from the Public Works Department regarding the Gansner Creek drainage. Rob Thorman, Assistant Public Works Director, responds that he has an amendment to his memo of April 11, 2023. Thorman explains that there was an encroachment permit issued by Public Works for the area where the new parking lot paving meets up with the roadway (Valley View Drive). The encroachment permit was issued, work was done, but it was never finalized, which means the permit technician never reviewed the finished project, which may or may not have revealed the drainage issue. Continuing, Thorman states it is kind of apparent that there is some mounding at the creek that prevents any drainage from getting across, and that the drainage problem is caused by the improvements to the driveway because of the asphalt being impervious, so the water runs off into the street with no direct drainage route. Public Works staff looked at the Valley View Drive right-of-way and drainage easement this morning and, since most of the material to be removed is within the 30-foot drainage easement and right-of-way, it falls on Public Works to work within the roadway to reconcile the drainage issue and remove the material to allow the water to flow over to the creek. In response, Leonhardt comments that she has worked at the hospital for 15 years and can recall many, many years when that deep puddle was on Valley View Drive, even before PDH owned the house and made improvements to the driveway. In response to questioning by Ferguson, Evans confirms that there were no grading or drainage plans in the original building plan set, and he also found nothing in relation to grading and drainage in the building permit submittal for the change of use and the interior remodel.

Ferguson confirms that Public Works has determined the drainage issue is within the public right-of-way on Valley View Drive and that Public Works will address this concern and remedy it to the extent under the control of Public Works' authority. Ferguson questions if there are issues that arise out of the investigation that roll over onto the private property, would Public Works contact PDH to address those issues. Thorman confirms they will contact PDH if they discover the situation is drastically different out in the field.

Ferguson questions how Public Works will handle the pending encroachment permit. Thorman states it will be addressed concurrently with the work. Thorman adds that he will be submitting another memo to the Planning Department outlining the procedure to remedy the stormwater runoff concerns.

The public hearing is opened at 10:20 a.m. Marcy DeMartile, neighbor, states she is still in support of the day care facility, noting it's an asset. There being no further comments, the public hearing is closed at 10:20 a.m. Evans confirms that public commenter, Leslie Mink, has made no further comments and no other comments by the public were received this morning.


## **DECISION**

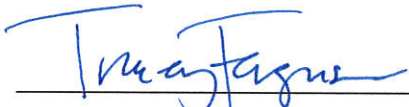
Ferguson states the concerns raised by Ms. Mink have been addressed and resolved and that no additional conditions are being added by the Planning Department; therefore, Ferguson finds that Condition #4 of the Special Use Permit has been satisfied.

***Zoning Administrator Notation:*** Any decision made as a result of this meeting may be appealed to the Board of Supervisors within ten (10) calendar days of the decision. If the tenth day lands on a Saturday, Sunday, or County holiday, the end of the appeal period will be the next working day. The appeal shall be based on relevant information stated or submitted at or prior to this meeting by (a) the applicant; (b) any owner of real property within 300 feet of the exterior boundaries of the property involved who was present at the hearing or who presented written testimony before the Zoning Administrator, or who may be adversely affected by the decision of the Zoning Administrator; (c) such other person whom the Board determines to have been adversely affected by the decision; or (d) any County department head whose department has an interest in the decision (Plumas County Code, Title 9, Chapter 2, Article 10, Section 9-2.1001). Appeals shall be filed with the Clerk of the Board of Supervisors, paying the fee according to the Planning & Building Services Fee Schedule.

## **ADJOURN**

There being no further business, the meeting adjourns at 10:31 a.m. The next regularly scheduled Zoning Administrator meeting is set for May 10, 2023, at 10:00 a.m. at the Planning & Building Services Conference Room located at 555 Main Street in Quincy.

  
Heidi Wightman, Dept. Fiscal Officer II

  
Tracey Ferguson, AICP, Zoning Administrator