

  
COUNTY OF PLUMAS  
**PLANNING COMMISSION MEETING MINUTES**  
**REGULAR MEETING**

**DATE:** December 7, 2023  
**TIME:** 10:00 a.m.

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

**THE PUBLIC MAY PARTICIPATE VIRTUALLY 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@countyofofplumas.com](mailto:publicplanningcommission@countyofofplumas.com)

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

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**REASONABLE ACCOMMODATIONS**



*In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact Planning Commission Clerk at 530-283-6207. Notification 72 hours prior to the meeting will enable the County to make reasonable accommodations to ensure accessibility. Auxiliary aids and services are available for persons with disabilities.*

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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:** Jack Montgomery, Charles Leonhardt, Harvey West, Moorea Hoffman Stout

**Absent:** Chris Spencer

**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.*

No Public Comments

**V. CONSENT ITEMS**



A. Items to be continued or withdrawn from the agenda.

None

B. Approval of Meeting Minutes of November 2, 2023

Commissioner Hoffman Stout inquired if the spelling of the last name of Lane "Labbe" was correct. Planning staff has confirmed the spelling is correct. No change is needed.

Commissioner Montgomery submitted a correction, stating that the Habitat for Humanity property is in Sonora. The meeting minutes of November 2, 2023, have been amended and re-posted.

**Motion:** Approval of Meeting Minutes of November 2, 2023, with correction.

**Moved by** Jack Montgomery, **Seconded by** Harvey West

**Vote: Motion carried.**

**Yes:** West, Montgomery, Leonhardt, Hoffman Stout

**Absent:** Spencer

**VI. 2021 WILDFIRES LONG-TERM RECOVERY PLAN STANDING UPDATE**

Tracey Ferguson, Planning Director, gave an update on the Dixie and Beckwourth Fire recovery phase and stated the following:

- The Plumas Sun wrote an article on November 28, 2023 about the Greenville Town Center Design Guidebook and the Canyon Dam Summary Report. Both documents are now available publicly on the Dixie Fire Collaborative (DFC) website at <https://www.dixiefirecollaborative.org/reports-and-resources/>

Commissioner Stout stated there will be elections on January 20, 2024 for the Dixie Fire Collaborative Steering Committee. The open positions include Treasurer, the Canyon Dam representative, Housing Committee lead, and two At Large positions. Stout stated that the Steering Committee meets every other Monday at 3pm in the DFC offices in Greenville and via Zoom.

Tracey Ferguson stated that the National Park Service was in Greenville in early November meeting with community members, including youth, and DFC and County representatives to listen to recreation and open space needs and offer technical assistance for conceptual ideas of a potential future Wolf Creek Community Park located on the south side of Highway 89/Crescent Street. The intent is to merge up to 5 parcels to create about three and a half acres for passive and active open space and recreation opportunities. The idea is to add greenspace and gathering space with a recreation component back to Greenville. The Dixie Fire Collaborative secured a National Park Service grant with County support.

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

Commissioner Hoffman Stout stated that Labbe has reached out to her with concerns regarding the traffic along Chandler Road. Commissioner Stout stated that Lane Labbe's property is in District 2 (Supervisor Kevin Goss) due to the location in American Valley.

Continuing, Commissioner Leonhardt stated that we can all agree that there is an issue there, but the challenge would be figuring out where the solution would come from. He stated that the Plumas National Forest would be involved, and the County is in charge of the roads. He stated that the Planning Director would be in contact with the other agencies in this circumstance. Tracey Ferguson stated that Marco Velazquez prepared a draft memo on the subject of traffic along Chandler Road that is under review.

Further, Commissioner Leonhardt stated that his experience is that the neighborhood on Chandler Road does not want the road to change.

Commissioner West stated that he has received some public comments concerning the "Netflix" project. He stated that the public has concerns that owners may try to build an airport on the property or try to take over Nervino Airport. Tracey Ferguson stated that there was a historic private airstrip there in the past which may be adding to the confusion. She stated that there have been conversations of improvements to Nervino Airport to accommodate larger aircraft in addition to including specific navigation

instrumentation to allow for landings in inclement weather. She stated that the Planning Department has not been approached by the landowner about building an airstrip or about acquiring Nervino Airport.

Commissioner Montgomery stated that he is meeting with The Almanor Foundation on workforce affordable housing for the Almanor Basin. He stated that the focus is on funding and how to make the economics work. He stated that they are working with local business owners and Tyler Pew of LMNOP Design to come up with possibilities and that the plan is still conceptual. Tracey Ferguson inquired about the strategies. Commissioner Montgomery stated that they are working on the implementation of those strategies, in consideration of housing locations. He stated that one of the concerns is the direction that everything will go once the LMNOP Design (18-month) contract is concluded with The Almanor Foundation. Commissioner Stout stated that she attended the last workshop and looked at the data. Commissioner Leonhardt inquired about the biggest need, whether it's low-income or moderate-income housing. Montgomery stated that the discussion seems to go back and forth. Commissioner Stout inquired if Indian Valley and Canyon Dam are included and considered part of the Almanor Basin. Commissioner Leonhardt responded yes. Commissioner Stout stated that the housing need in that area is over 400 units, across the different income levels.

Public Zoom comment from Robert Morton owner of a mobile home/RV Park in Canyon Dam stating that he has expressed interest in working with Tyler Pew and was part of the Canyon Dam Summary Report. His Park will be operational in Spring 2024 and he stated that there are 12 lots that will be available in Canyon Dam with a new 200-amp service for each of those lots.

Commissioner Leonhardt stated that schools, hospitals, and other entities are having trouble hiring because of the lack of housing.

### **VIII. REVIEW OF 2035 GENERAL PLAN (Tracey Ferguson, AICP, Planning Director)**

Conservation and Open Space Element Goals and Policies

Commissioner Leonhardt motioned to push this item back until the end of the meeting in order to make time for other items, and there was agreement from the other Commissioners to move this item to the end of the meeting (West, Montgomery, Leonhardt, Hoffman Stout).

Commissioner Leonhardt stated later in the meeting that he did not intend to look over Tracey Schohr when he moved this item to the end of the meeting.

### **IX. PLANNING COMMISSION WORKPLAN STATUS DISCUSSION FOR PLUMAS COUNTY CODE ORDINANCE AMENDMENTS AND GENERAL PLAN ELEMENT UPDATES (Tracey Ferguson, AICP, Planning Director)**

Tracey Ferguson stated that there is a staff report that has been prepared. She stated on November 2, 2023, the Planning Commission was presented a table matrix summarizing the various Plumas County Code ordinance amendments (i.e., Camping Ordinance, Floodplain Ordinance, Accessory Dwelling Unit Ordinance, Electrical Vehicle Charging Stations Checklist and Ordinance, and Noise Ordinance) and 2035 General Plan Element Updates (i.e., Housing and Public Health & Safety) that will be part of the Planning Commission workplan over the next 12 months.

Tracey Ferguson stated that the Planning Department staff are working on the initial stages and tasks for the above items and that she is providing a status update specifically for workplan products including Accessory Dwelling Unit (ADU) – ordinance amendment, Noise – ordinance development, Electrical Vehicle (EV) Charging Stations – checklist development, and Housing Element Update – housing needs assessment demographic information.

Tracey Ferguson stated that the County has received \$160,000 dollars under a Senate Bill 2 Planning Grant to develop ADU model construction documents, pre-approved by the Building Department. She stated that this task is now complete, and that the County has four pre-approved ADU construction documents that will be made public in January 2024. Continuing, Ferguson stated there is roughly \$19,000 remaining in the budget which will be used to prepare a County Ordinance update to address new ADU state law requirements.

Commissioner Leonhardt inquired if the draft ADU County Ordinance update will be prepared by County

staff or contract staff. Tracey Ferguson responded that the County's consultant that worked on the ADU model construction documents, Workbench, will continue working with the County as the consulting firm preparing the draft ADU County Ordinance update.

Tracey Ferguson stated that the County currently doesn't have a noise ordinance, although there are a few code sections that speak to noise regarding new uses and another for noisy animals. She stated that Marco Velazquez investigated noise ordinances and the common components of those ordinances from other rural counties. Ferguson stated that El Dorado, Butte, Placer, Yuba, and Shasta are the comparisons for high level noise ordinance examples, in addition to reviewing the Plumas County 2035 County General Plan Noise Element Implementation Measure 3.1.2 that directs the County to "prepare, adopt, and regularly update a Noise Ordinance" to implement the General Plan Noise Element policies.

Tracey Ferguson stated under California legislation AB 1236 and AB 970 it is necessary for all counties to create an online checklist that is available to the public that contains all the permitting requirements to streamline and expedite local government approval and applicant installation of an electric vehicle charging station. She stated that step one was the checklist and Marco Velazquez has drafted a checklist and Planning Department staff have been in coordination with the California Department of Business and Economic Development (GoBiz) for information and guidance on the development of the EV checklist. She stated that she is currently reviewing it and that it will be circulated to the Building Department, the Public Works Department, the Transportation Commission, and any other applicable County departments that play a role in the implementation of the legislation and the installation of charging stations. She stated that the checklist is anticipated to be submitted to GoBiz in January 2024 who will review and comment so that it can be posted as a draft checklist. She stated that the hydrogen-fueling stations have been added to the new California legislation and will be looped into the development of the checklist.

Tracey Ferguson stated that the demographic information is being included according to the 2020 US Census and more recent American Community Survey data by Marco Velazquez for the Housing Element Update. She stated that the demographic inputs are about 90% complete and that there is a larger scope for the 7<sup>th</sup> cycle update according to state law. The next step will be to prepare an outline of all that is required and work with the state to ensure compliance. Commissioner Montgomery inquired about the implications of not being in compliance. Tracey Ferguson stated that some communities find it impossible to meet the regional housing needs allocation, and that it is various state grant funding that would be in jeopardy for cities and counties out of compliance.

Commissioner Leonhardt inquired about the noise ordinances in other counties handling special events. Marco Velazquez stated that other counties have exemptions for special events or time windows, for example, from 7am to 10pm, to limit decibel levels. Commissioner Montgomery inquired about the measurement point for the noise measurement. Marco Velazquez stated that it changes from county to county, but the parcel property line is a typical point of measurement. Tracey Ferguson agreed.

Commissioner Leonhardt inquired about the kind of expert who could provide the service of measuring noise levels. Tracey Ferguson stated that there are technical noise consultants who fill that niche.

Commissioner Montogomery inquired about Plumas County having timeframes for noise levels. Tracey Ferguson stated that the County Code currently does not, but for a General Plan Noise Element policy pertaining to allowable hours for construction activities to reduce construction activity noise nuisance, and that most complaints have fallen to either Code Enforcement or to the Sheriff's Department.

X. **WORKSHOP #5 PLUMAS COUNTY CODE, TITLE 9 PLANNING AND ZONING, CAMPING ORDINANCE REVIEW AND DISCUSSION (Tracey Ferguson, AICP, Planning Director)**

Tracey Ferguson stated that there is a staff report that has been prepared, and that in the prior meeting of the Planning Commission the "Temporary occupancy" section of the Plumas County Code specific to building permits was discussed. Tracey Ferguson read aloud Plumas County Code Sec. 9-2.417(a):

Construction. A manufactured home, recreational vehicle, or appurtenant building may be used in lieu of a building in any zone for a period not to exceed eighteen (18) months while a permitted building is being constructed or for a period of six (6) months while a permitted mobile home is being installed, commencing with issuance of a building permit or a mobile home installation permit.

Commissioner Leonhardt stated that there is a time delay for getting manufactured units and that the companies that build them are backed up. He stated that he would entertain making the two time periods [18-month and 6-month] the same. Commissioner West stated that in the last meeting the possibility of the 18-month being extended to 24 months and the 6-month period being extended to 12 months was discussed as an option.

Commissioner Leonhardt stated that he has concerns over the idea of an extension without proof of progress.

Commissioner Montgomery inquired about the triggers that should be done at a minimum for an extension to be granted. Tracey Ferguson stated that it would come back to the interpretation of the time frame being intermittent or consecutive. She stated that the interpretation thus far has been consecutive. Commissioner Leonhardt stated that consecutive should be clear but administrative approval should be a caveat.

Commissioner Stout stated that in the case of the Dixie Fire, within Indian Valley, there were lawsuits involved that caused the timelines for rebuilds to be extended. She stated that the budgets of those affected by the fires were unknown because of the lawsuits. Tracey Ferguson stated that those fire survivors living in RV's are covered by the County's emergency ordinance until December of 2024.

Commissioner Leonhardt stated that he can support Commissioner West on the two separate time frames for the two different scenarios at the discretion of Planning Department or Building Department directors. Tracey Ferguson inquired about those time frames both being consecutive. Commissioner Leonhardt answered yes, both consecutive.

Tracey Ferguson inquired if the term "permitted building" should be for the construction of a dwelling unit only or if accessory structures, such as garages, is acceptable.

Jennifer Langston, Chief Code Enforcement Officer, stated that she has seen permitted garages built with an unpermitted bathroom and that this creates problems. She suggested that the landowner should only be allowed to live in an RV on the property if it is a residential building under construction vs. a garage.

Commissioner Montgomery inquired about a contractor living in an RV on the property while the building is under construction. Tracey Ferguson stated that it's not clear if it is the owner who is allowed to stay in an RV and/or the contractor. Commissioner Montgomery stated that it's a big issue for contractors to not be able to house their workforce.

Commissioner Leonhardt inquired about the number of RVs allowed on a property. Commissioner West stated that the intent is to accommodate the owner rather than the contractors. He stated that it would make more economic sense to hire a local contractor who wouldn't need the housing or that the contractors could stay in an RV park while working. Commissioner Montgomery inquired if the reason that Commissioner West doesn't want to have more than one RV on a property is because there will be a problem of having too many. Commissioner West stated it would depend on the lot size.

Commissioner Leonhardt stated that as the code is written, it only allows for one RV and that the Commission can discuss employee housing later. He stated that employee housing on timberland is one thing whereas employee housing on a quarter-acre lot is something different.

Commissioner Stout stated that even before the Dixie Fire, the RV parks were full and now there aren't any spots available.

Commissioner Montgomery stated that his concern is that people say it's not worth it to build here or will do whatever they want. Tracey Ferguson inquired about the amount that Commissioner Montgomery would allow. Commissioner Montgomery stated that he would allow a couple of RVs. Commissioner West stated that most contractors will have five to ten guys working for them and that two trailers won't be adequate. Commissioner Montgomery stated that the contractor would provide the RVs for the workers.

Commissioner Stout stated that local contractors were at capacity the last two years with now a lull. She stated that there are six to eight general contractors, and they are all finding it difficult to hire tradesmen.

Tracey Ferguson inquired about the number of RVs the Commission would want to allow. Commissioner Leonhardt stated one or two at the discretion. Commissioner Stout stated that she agreed with

Commissioner Leonhardt.

Moving the discussion to camping time limits, seasonality, and number of spaces and the registration/permit process, Jennifer Langston stated that the code from Butte County with short-term (no permit required) and long-term (permit required) camping would be the best fit for Plumas County Code Enforcement.

Commissioner Leonhardt stated that the caretaker and contractor housing can be considered in the same code. Tracey Ferguson stated that the scenario could be the person applying for a 365-day RV would need to specify the need for it.

Commissioner Leonhardt stated that a permit for long term camping would be better for code enforcement because it would give clear terms and conditions for long-term camping.

Commissioner Leonhardt stated that both caretaker and caregiver examples are shown in the tables provided in the staff report. Tracey Ferguson inquired about the difference. Commissioner Leonhardt stated that a caretaker will take care of the land and a caregiver will take care of a person. Tracey Ferguson stated that staff will investigate both scenarios.

Commissioner West inquired about the caregiver policy in residential zones. Tracey Ferguson stated according to the existing camping ordinance for 120 calendar days in the year, that a RV would not be allowed for a caregiver in the single-family residential zone of 2-R, 3-R, or 7-R. Commissioner West stated that it may be stated in the Graeagle CC&Rs that a caretaker would be allowed in single-family residential zones. Tracey Ferguson asked Commissioner West to send her that example for the Commissions reference.

**XI. INFORMATIONAL ITEMS/ON-GOING PROJECT UPDATES**

None provided.

**XII. FUTURE AGENDA ITEMS**

- Workshop #6: Plumas County Code, Title 9 Planning and Zoning, Camping Ordinance Review and Discussion, including Plumas County Code Sec. 9-2.417(a)
- Review of 2035 General Plan Conservation and Open Space Element Goals and Policies
- ADU model pre-approved construction documents and Idea Book

**XIII. ADJOURNMENT to the regular meeting scheduled on December 21<sup>st</sup> 2023**

**Motion:** Cancel the regular meeting of December 21<sup>st</sup> 2023

**Moved by** Harvey West, **Seconded by** Moorea Hoffman Stout

**Vote:** Motion carried.

**Yes:** Montgomery, Leonhardt, West, Stout

**Absent:** Spencer

**Motion:** Cancel the regular meeting of January 4, 2024

**Moved by** Moorea Hoffman Stout, **Seconded by** Harvey West

**Vote:** Motion carried.

**Yes:** Montgomery, Leonhardt, West, Stout

**Absent:** Spencer