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

**DATE:** September 5, 2024  
**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.countyofofplumas.com](http://www.countyofofplumas.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, Harvey West, Chris Spencer

**Absent:** Moorea Hoffman Stout

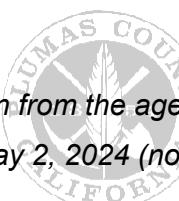
**IV. PUBLIC COMMENT OPPORTUNITY**

*None.*

**V. CONSENT ITEMS**

*A. Items to be continued or withdrawn from the agenda*

*B. Approval of Meeting Minutes of May 2, 2024 (note, the regular meeting of May 16, 2024, was cancelled)*



Tracey Ferguson, Planning Director, stated that due to Leonhardt's resignation, there is no longer a quorum of Commissioners that were present at the May 2<sup>nd</sup> and June 6<sup>th</sup> meetings to approve the minutes.

Sara James, Deputy County Counsel, stated that is advisable to have all members present when voting on meeting minutes who were present at the meeting, although not required if the minutes are correct.

Ferguson stated that Planning staff is confident that the minutes are correct.

**Motion:** Approval of Meeting Minutes of May 2, 2024

**Moved by** Jack Montgomery, **Seconded by** Chris Spencer

**Vote: Motion carried.**

**Yes:** West, Montgomery, Spencer

**Absent:** Hoffman Stout

C. Approval of the Meeting Minutes of June 6, 2024 (note, the regular meetings of June 20, July 4, July 18, August 1, and August 15, 2024, were cancelled)

**Motion:** Approval of Meeting Minutes of June 6, 2024

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

**Vote: Motion carried.**

**Yes:** West, Montgomery, Spencer

**Absent:** Hoffman Stout

## **VI. PLANNING COMMISSION DISTRICT 4 VACANCY**

Ferguson stated that Commissioner Leonhardt resigned the District 4 Planning Commissioner seat effective July 31, 2024. She stated that District 4 Supervisor Greg Hagwood is aware of the vacancy and that a candidate has come forward, pending some additional information. She stated that the process would be for Supervisor Hagwood to make the new Planning Commissioner appointment to the Board of Supervisors for review and ratification.

## **VII. DISCUSSION AND POSSIBLE ACTION: APPOINT CHAIR OF THE PLANNING COMMISSION FOR 2024**

Commissioner Montgomery stated that it would be best to finish the term with Vice-Chair West in an acting chair role. West stated that there would be no action necessary if he is going to finish the term as 'acting chair' in the Vice-Chair role. Montgomery inquired about the role of Vice-Chair if West were unable to attend a meeting. West stated that he would assume the role of Chair and someone else can be appointed as Vice-Chair. Ferguson stated that the appointment of Vice-Chair will need to be on the agenda for the next meeting because it is not on the agenda for this meeting.

**Motion:** Appointment of Commissioner Harvey West as Chair for 2024

**Moved by** Jack Montgomery, **Seconded by** Chris Spencer

**Vote: Motion carried.**

**Yes:** West, Montgomery, Spencer

**Absent:** Moorea Hoffman Stout

## **VIII. 2021 WILDFIRES LONG-TERM RECOVERY PLAN STANDING UPDATE**

Ferguson Stated that the Recovery Support Function Working Groups continue to meet and there are now roughly 22 recovery projects moving forward. She stated that Mintier Harnish was hired as a design consultant to the County to help assemble the long-term recovery plan document. Ferguson continued explaining the Dixie Fire Collaborative (DFC) 3<sup>rd</sup> Saturday meeting was moved and will be on October 26<sup>th</sup> which is the 4<sup>th</sup> Saturday of October 2024.

Ferguson stated that the goal is to get the public review draft of the Long-Term Recovery Plan released prior to the meeting on October 26, 2024. She stated that the County will host workshops to discuss the plan and obtain public input. Ferguson mentioned those workshops will likely be in Greenville/Taylorsville, Chester, Quincy, and Vinton. She stated based on public comment a second draft is anticipated to be

released in November 2024, and that the final would be presented to the DFC Steering Committee for acceptance and the Board of Supervisors for adoption in December 2024.

Ferguson stated that the County is in the process of creating the position of County Recovery Coordinator. West inquired about the department that the position would fall under. Ferguson stated that it would be under the County Administrative Officer. She stated that the job description is currently being drafted. She stated that it will be a 3-year limited term position that is specific to the 2021 wildfires.

Montgomery Inquired about the need for the position to have experience with grants. Ferguson stated that the candidate would need experience with grants, grant management, budget management, and scheduling.

West inquired about the number of dwelling units built since the 2021 wildfires. Ferguson stated roughly 57 permits have been issued for dwelling units and that the post office in Greenville has also opened.

Montgomery stated that The Plumas Sun had written an article about the status of the wildfire recovery that will help to inform the public.

## **IX. PLANNING COMMISSIONERS' REPORTS/COMMENTS**

Montgomery stated that he has been attending meetings with the newly formed Housing Council. He stated that some of the stakeholders involved are Sierra Pacific Industries, Seneca Hospital, and The Almanor Foundation. He stated that one of the presenters presented a financial model spreadsheet that can be utilized to understand housing costs such as price per square foot at \$271 dollars after listing out all the cost assumptions. He stated that even at that price it is hard to get the market to build. Montgomery also stated that the other part is finding people to become landlords.

Ferguson inquired about making the cost calculator available to the general public. Montgomery stated that he does not believe that there is any intention of making it available in that way. He stated that the creators of the cost calculator tool have developed a couple of houses in the City of Paradise and that the program will need to show that it can scale out before more people get on board.

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

### **A. Conservation and Open Space Element Goals and Policies**

Tracey Ferguson read aloud Goal 7.8, Trails and Bikeway, with accompanying policies 7.8.1 through 7.8.6, Goal 7.9, Air Quality, with accompanying policies 7.9.1 through 7.9.8, Goal 7.10 Climate Change, with accompanying policies 7.10.1 through 7.10.7, and Goal 7.11, Energy Conservation with accompanying policies 7.11.1 through 7.11.8.

Ferguson stated that the County owns a few recreation facilities such as parks and campgrounds and the County also has partners in the County's recreation and park districts.

#### **Policy 7.8.1 - Regional Trail Network**

West inquired about the Sierra Buttes Trail Stewardship. Ferguson stated that Sierra Buttes Trail Stewardship, Connected Communities Project is one example of a partnership the County has.

#### **Policy 7.8.2 - Planning for Multiuse Trail Needs within the County**

Ferguson stated that there is not a trail master plan that she is aware of. West stated that Public Works through the pedestrian and bikeway plans may have something in place.

#### **Policy 7.8.5 - Trail Signage**

Montgomery inquired about keeping trails safe as they become more popular. Ferguson stated there is a Public Works transportation project, for example, along Quincy Junction Road to include bike lanes. She stated one of the project objectives is to increase safety for riders going from the town of Quincy to the Mount Hough mountain bike trails.

#### Policy 7.9.3 - Dust Suppression Measures

Ferguson stated that this pertains to the Northern Sierra Air Quality Management District's Rule 226 and dust mitigation for ground disturbing activities.

#### Policy 7.9.4 – Vehicle Trip Reduction Measures

Ferguson stated that this is difficult in rural communities where people work in different communities than they live in.

Montgomery stated that he knows people that use their electric vehicles down in the valley but will drive a gas-powered car to Quincy because there are no charging stations. He stated that making charging more available would encourage the use of EV's.

#### Policy 7.9.5 – Street Design

Ferguson stated that Plumas Transit has deployed free on-demand rides in the Quincy area in the evenings. Montgomery stated that electric bicycles may be used for short trips, but people are discouraged by street design. Ferguson stated that the Highway 36/Main Street project in Chester that Caltrans is managing will include bike lanes and pedestrian sidewalks and crosswalks that should help.

#### Policy 7.9.6 – Wood Burning Fireplaces and Policy 7.9.8 – Public Education

Ferguson stated that the Northern Sierra Air Quality Management District is offering a change-out program within the greater Portola area for replacement of non-EPA certified wood stoves with new, efficient, cleaner burning EPA certified devices. She also stated the Air District recently changed the rules on residential burning in Quincy and East Quincy and new rules from the EPA on PM 2.5 thresholds that may affect Plumas County, and the City of Portola, will be discussed before the Board of Supervisors on October 8, 2024.

#### Policy 7.9.7 – Purchase of Low Emission/Alternative Fuel Vehicles

Ferguson stated that the County has looked into replacing the transportation bus fleet with EV buses, but it was determined not feasible at this time primarily due to the technology not performing well in colder climates.

#### Policy 7.10.1 – Inventory and Monitor GHG Emissions

Commissioner Spencer inquired about the meaning of "GHG." Ferguson stated that it means greenhouse gasses. Montgomery inquired about how policy 7.10.1 would be implemented. Ferguson stated that the County is doing an analysis on County facilities through a consultant for energy efficiency. She stated that GHG emissions pertain to County fleet vehicles.

#### Policy 7.10.2 – Climate Action Plan

Ferguson stated the development of a Climate Action Plan for Plumas County is an implementation measure of the 2035 General Plan.

#### Policy 7.10.4 – Forest Sequestration and Biomass Energy

Montgomery inquired about the incentives the County could offer.

#### Policy 7.10.6 – Sustainable Agricultural Practices

Ferguson inquired with Spencer about this policy being implemented in Sierra Valley. Spencer stated that UC Cooperative Extension has been influential in the management of crop rotation practices. Montgomery inquired about development of energy efficient structures being specific to agriculture buildings. West stated that the California Building Code regulates energy efficiency and structures.

#### Policy 7.11.2 – Local Energy Alternatives

Montgomery inquired about "amend the zoning code" as part of the policy. Ferguson stated that amending the zoning code through ordinance is how General Plan policies are made local laws and regulations.

#### Policy 7.11.7 – Utility Transmission Lines

Ferguson stated that PG&E is currently installing underground lines. Ferguson stated that it's a question whether the County has a voice in outside agencies review process.

#### Policy 7.11.8 – Electric Vehicle Support

West stated that one County incentive for someone pulling a permit for an EV charging station could be not to re-assess the value of the property specific to the EV infrastructure.

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

#### A. *Planning Commission Workplan Status – Plumas County Code Amendments and General Plan Element Updates (Tracey Ferguson, AICP, Planning Director)*

##### *i. Electrical Vehicle (EV) Charging Stations Checklist*

Ferguson stated that staff has completed the checklist and sent it to the State. She stated that the checklist is on the Building Department webpage and that it outlines the process for both residential and non-residential EV chargers.

West inquired if an applicant would need to file for a building permit if the charger was inside of a garage. Ferguson stated that it would be an electric permit at minimum. Montgomery stated that it would not trigger a re-assessment. West stated that anything that requires a permit will be sent to the Assessor's Office and likely would trigger an assessment.

Ferguson stated that the County is now in the yellow on the Plug-in Electric Vehicle Charging Station Readiness Map and that the next step is to create an EV ordinance that is compliant with state law and ensure the checklist is compatible with the new EV ordinance.

##### *ii. 2024 – 2029 Housing Element Update*

Ferguson stated that staff is continuing to work on a draft element. She stated that the State of California Department of Housing and Community Development (HCD) has provided a consultant to assist the County on a section that is specific to the 7<sup>th</sup> cycle known as Affirmatively Furthering Fair Housing (AFFH). Ferguson stated that it was due to the state on June 30, 2024, and that the County is late. She stated that the consultants have given staff a template and now staff will need to fill in local information. She stated that getting a realistic schedule for the update to the Planning Commission as an informational item is her intent this fall.

##### *iii. Noise Ordinance Development*

Ferguson stated the Planning Department is determining which title or titles of the Plumas County Code the noise ordinance will be placed. She stated there are a lot of questions as Planning staff begins to work on the ordinance. She stated that she has money set aside for consultant help and likely she'll be tapping the Planning Department established CEQA on-call consultant list to assist Planning staff.

##### *iv. Flood Plain Ordinance Update*

Ferguson stated that currently the flood plain ordinance is under multiple Plumas County Code titles but does not know if a reorganization of how flood plain information is presented in code should continue in that manner or be consolidated into one area of the County Code. She stated that the ordinance will be modeled after the State Department of Water Resources (DWR) model flood plain ordinance. She stated that Marco Velazquez, Associate Planner, has done some work toward ordinance development. Continuing, Ferguson stated that FEMA will be coming out with a new set of maps for the east County area, specifically Sierra Valley, and the County needs to have the flood plain ordinance in place before those maps are finalized.

v. **Surface Mining and Reclamation Act (SMARA) Ordinance Update**

Ferguson stated that the state has a template that staff will need to use to update County Code to SMARA state law. She stated that Land Logistics is the County's consultant that will help draft the ordinance update sometime in early 2025.

**XII. WORKSHOP #9: PLUMAS COUNTY CODE, TITLE 9 PLANNING AND ZONING, AMENDMENTS FOR REVIEW AND DISCUSSION (Tracey Ferguson, AICP, Planning Director)**

Ferguson provided the Commissioners with the staff report and working draft ordinance language that staff prepared for this workshop.

Ferguson stated the items for discussion during the workshop are temporary occupancy, labor force housing, employee housing and employee housing, limited and caretaker housing and caregiver housing. She asked the Commissioners to think about which items should be the focus and priority for upcoming workshops.

Ferguson stated that the temporary occupancy code section has been redlined to show proposed amendments and is ready for a Planning Commission recommendation to the Board of Supervisors. She stated that staff could take direction from the Commissioners to prepare the ordinance with public notice and a resolution to recommend.

West stated that he would like to move forward with the temporary occupancy ordinance. Ferguson stated staff could package the ordinance amendments with a resolution and a recommendation to the Board at any time.

James stated that it may make sense to bring forward labor force housing at the same time.

Spencer stated that what is described in the proposed ordinance for labor force housing is the use of manufactured homes as temporary, not on a foundation.

Ferguson inquired again with the Commissioners about the priorities between labor force housing, employee housing, limited and caretaker housing and caregiver housing.

West stated that the Commissioners should take home the ordinance amendment staff report and associated materials and come back to the next meeting with comments.

Ferguson reiterated staff could move forward with temporary occupancy.

West stated that the Commission could keep all the ordinance amendments together as one set of recommended changes to the Board of Supervisors if they get the rest of the items figured out.

**XIII. FUTURE AGENDA ITEMS**

Workshop #10: Plumas County Code, Title 9 Planning and Zoning, Amendments for Review and Discussion.

2035 General Plan Conservation and Open Space Element Implementation Measures

**XIV. ADJOURNMENT**

**Motion:** Adjourn to the regular meeting scheduled on October 3, 2024

**Moved by** Jack Montgomery **Seconded by** Chris Spencer

**Vote:** Motion carried.

**Yes:** Montgomery, West, Spencer

**Absent:** Moorea Hoffman Stout