

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

**DATE:** March 6, 2025  
**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@countyofplumas.com](mailto:publicplanningcommission@countyofplumas.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, Harvey West, Dayne Lewis

**Absent:** Moorea Hoffman Stout, Chris Spencer

**IV. PUBLIC COMMENT OPPORTUNITY**

*None*

**V. CONSENT ITEMS**

**A. Items to be continued or withdrawn from the agenda**

*None*

**B. Approval of Meeting Minutes of February 20, 2025**

*Due to a lack of quorum for those present for the meeting of February 20, 2025, this item was continued to the meeting of March 20, 2025.*

*Tracey Ferguson, Planning Director, stated that Commissioner Spencer provided comments on the meeting minutes of the February 20, 2025, prior to today's meeting, which will be incorporated, and amended meeting minutes will be presented for approval at the next meeting of the Planning Commission.*

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

Ferguson stated that the American Planning Association's California Chapter Community Planning Assistance Team (CPAT) has prepared an implementation strategy for wildfire recovery. She stated that the report is now final and there will be a presentation on the report at the March 18, 2025 Board of Supervisors meeting. She stated that there will also be a presentation to the Dixie Fire Collaborative Steering Committee in April 2025 and a presentation at the Dixie Fire Recovery Greenville Community Saturday meeting on April 12, 2025. She stated that she will bring the report to the Planning Commission on March 20, 2025.

Commissioner Montgomery inquired about the State of California suspending some of the requirements for wildfire recovery after the Los Angeles County fires and how that may affect this report. Ferguson stated that it would not affect the report. Ferguson stated that other California county Planning Directors that have been affected by wildfire are interested in conversations to see if any of the benefits can be retroactively applied to wildfires dating back as far as 2016/2017.

Ferguson stated that she will be meeting with the County's consultant this week regarding the preparation of the 2021 Wildfires Long-Term Recovery Plan.

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

Commissioner West stated that he welcomes Commissioner Dayne Lewis to the Planning Commission.

Commissioner Lewis thanked West for the welcome. He stated that he has been interested in planning and development and that he is honored to be present. He stated that the way for the County to be sustainable is to get young people here. He stated that there are a lot of young people who want to be here but they have difficulties finding a livable wage job to support themselves and afford housing.

Commissioner Montgomery stated that the Plumas Housing Council is taking a poll to find out if people feel that the Council is on the right track with the types of housing initiatives. He stated that he would like to see successful results with the housing construction financial model and then grow from there. He stated that there are a couple of locations being considered to get going soon.

Ferguson stated that there was a Plumas Housing Council high-level overview presentation made by Tyler Pew of LMNOP Design at the Board of Supervisors meeting on March 4, 2025. She also stated that there will be a countywide housing study conducted in 2025 which will be funded through the County's 2022 Planning Community Development Block Grant.

Commissioner Montgomery stated that LMNOP's work will be phasing out in the coming months because of the funding streams from The Almanor Foundation and others. He stated that it will be a matter of picking up the planning tasks where they left off and moving into implementation phases.

Lewis inquired about the Plumas Housing Council being a public group or private stakeholders. Ferguson stated that it is a public group. She stated that she could ask to have Commissioner Lewis be included on the email distribution list.

**VIII. 2024-2029 HOUSING ELEMENT UPDATE PUBLIC WORKSHOP (Tracey Ferguson, AICP, Planning Director)**

Ferguson stated that the Commission will be going over the Goals, Policies, and Programs, vacant land inventory, underutilized properties, and the Plumas County 7<sup>th</sup> Cycle Housing Element Affirmatively Furthering Fair Housing Analysis Questions.

Ferguson provided the Commissioners with a copy of the 2019-2024 Plumas County Housing Goals Policies and Programs, a copy of the Sierra County updated 7<sup>th</sup> cycle Housing Element goals, policies, and actions, and the Housing and Community Development (HCD) Housing Element Completeness Checklist. She stated that the Sierra County Housing Element has been reviewed by HCD.

Montgomery inquired about the deadline for the Housing Element. Ferguson stated that the deadline has past and it was June 30, 2024. She stated that the State of California has sent a letter to the County and that the Planning Department has responded with a schedule.

Montgomery inquired about the timeframe to get the Housing Element completed. Ferguson stated that the Planning Department will try to circulate the Housing Element in April 2025. She stated that it will be circulated for public review for 30 days. She stated that there is a ten (10) day window for Planning Department staff to revise the Housing Element after public review. She stated that the Housing Element then goes to HCD for 90 days for the official review. She stated that the state will provide a letter listing any deficiencies that the Housing Element might have addressing State Housing Law. She stated the County is assigned a reviewer from HCD for the 90-day review. She stated that she will reach out to HCD to ask who the reviewer is and if the County could get some consultation during the 90-day review period.

Deputy County Counsel Sara James inquired about which of the preliminary steps the Planning Commission needs to be involved in. Ferguson stated that the next several meetings will require the attendance of the Planning Commissioners. West stated that he will not be able to attend the April 3<sup>rd</sup> meeting.

Ferguson stated that the objective is to bring a stricken version of the Housing Goals, Policies, and Programs before the Commission on March 20, 2025, for review. Continuing, Ferguson stated that the Planning Department will be setting up a website for the Housing Element public review draft.

Montgomery inquired about how he should go about reviewing the Housing Element. He inquired about looking at the HCD Housing Element Completeness Checklist, the Sierra County Housing Element, and then comparing to the County's existing Housing Element. Ferguson confirmed that as the correct approach.

West inquired about the Housing Element Completeness Checklist changing from the 6<sup>th</sup> to 7<sup>th</sup> Housing Element update cycle. Ferguson stated much of the Element will need to change to meet new State Housing Law requirements.

Ferguson read aloud the existing Goals of the Plumas County 2019-2024 Housing Element.

Lewis inquired about the State deciding the amount required for the different economic groups in the County versus adopting a Housing Element that fits the Counties needs. Ferguson referred to the Regional Housing Needs Allocation (RHNA). She stated that the State tells the County to provide appropriate zoning and densities with vacant or underutilized land and Accessory Dwelling Units to accommodate each of the economic groups. She stated that larger metropolitan areas have a Council of Governments (COG). She stated that the State, through HCD, is the COG for Plumas County. She stated that the State has passed legislation which requires jurisdictions to recapture a percentage of the units lost in a wildfire in the RHNA. She stated that the new legislation is the reason that the required units is 154 or much higher than prior RHNA's.

Ferguson stated that twenty-one (21) Accessory Dwelling Units were built during the 6<sup>th</sup> cycle Housing Element between 2019 and 2024. Montgomery inquired about how ADUs are counted. Ferguson stated that the state looks at the market price of the unit. She stated that the rule of thumb, on a monthly basis, is that nobody should spend more than 30% of their income on housing. Tim Evans, Senior Planner, stated that ADUs are focused on the Very Low and Low income categories. Ferguson inquired about assigning an income level to the units described in the General Plan Annual Report. Evans stated that there is a calculator from HCD which is driven on market value.

Ferguson inquired about the price of a one bedroom in Plumas County. Lewis stated that a mortgage would be about \$2,000 dollars for a one- or two-bedroom house.

Montgomery inquired about the cost of building on the empty lots in Greenville. Ferguson stated that a 1,200 square foot house, at \$350 dollars per square foot, will be a \$420,000 dollar house. She stated that that is the cost to construct and not necessarily what the market value would be. West stated that he doesn't think that a dwelling could be built for \$350 dollars per square foot. Montgomery stated that most people are quoting \$400 dollars per square foot.

Montgomery stated that having a primary dwelling unit and renting out two accessory units still becomes difficult for three earners to meet the mortgage payment.

Lewis inquired about the cost of building the pre-approved ADU plan sets. Ferguson inquired about the number of building permits for those plan sets that have been processed. Marco Velazquez, Associate Planner, stated that two (2) have been processed. Ferguson stated that no engineering estimates were done. Lewis inquired about hiring a contractor to provide a set of cost estimates for the plans. Lewis stated that the estimated costs would go a long way to encourage people to build them. West inquired about using the Planning Commission budget to send a letter to builders who could assist with this task. Ferguson stated that the Planning Commission has a budget for consultants and assistance. West stated that he wanted to try to see if it could be done pro-bono. James stated that it could also be a request for information (RFI).

Montgomery inquired about the County having a specific policy addressing tiny homes. Ferguson stated that the County does not allow tiny homes on wheels as dwelling units. Montgomery inquired about the code specifically stating that it is a recreational vehicle (RV). Lewis inquired about the tiny home on wheels being considered an ADU. Ferguson stated that it is not considered an ADU. Lewis inquired about a way to make tiny homes on wheels allowed to help with housing. James stated that a new ordinance would be needed. Ferguson stated that in the Summer of 2023 some members of the public came forward on this issue and that at the last meeting of the Planning Commission a public comment about tiny homes was provided to the Commissioners. Ferguson stated that Placer County has an ordinance that Plumas has reviewed as a potential model.

James inquired about the Title 25 Limited Density Owner Built Rural Dwellings being related to the pre-approved ADU plans. Ferguson stated that she needs to look to see if the plans meet the metrics.

West inquired about using the ADU plans to build a primary dwelling unit. Ferguson stated that they can be used as a primary dwelling unit.

Montgomery inquired about Reconstruction Recovery Advisors (RRA) having a building costs calculator. Lewis stated that he liked Commissioner West's idea of sending a letter to the construction companies to inquire for help. Ferguson stated that as part of the countywide housing study she would like to interview developers to find out in the Plumas market how many units are required to build at one time to reduce the cost per square foot.

Ferguson stated that single family detached homes are the number one housing unit type in this County. She stated that mobile homes are the number two housing type. She stated that there are about 100 mobile home and recreational vehicle parks in Plumas which account for thousands of units. She stated that the next largest housing type is multifamily residential units. She stated that the attached housing product is typically the more affordable housing product.

Chief Code Enforcement Officer, Jennifer Langston, stated that RV parks regulate the age of RV's that are allowed in the park. She stated that leaves the public in the low-income category with old models that are not allowed in the park. Lewis stated that he also has the rule in his RV park. He stated that the old units are not insulated well and are not comfortable for the people who own them. He stated that there is a difference between an RV park and a mobile home park. He stated that RV parks generally accommodate transient workers like contractors, students, and traveling nurses.

Ferguson read aloud the last goal "maintain the opportunity for individual choices in housing." She stated that this goal may speak to considering tiny homes on wheels as dwelling units.

Ferguson read the policies and programs aloud.

**IX. INFORMATION ITEMS/ON-GOING PROJECT UPDATES (Tracey Ferguson, AICP, Planning Director)**

A. *Jennifer Langston provided a spreadsheet to the Commissioners showing the open and closed cases of camping code violations throughout the County. Ferguson stated that the Commissioners had asked about the list of camping violations in a prior meeting, continuing, she stated that some of these campers are in the Prime Opportunity Areas where camping is not allowed, such as single-family residential zones 2-R, 3-R, and 7-R.*

**X. FUTURE AGENDA ITEMS**

1. *2024-2029 Housing Element Update Public Workshops*
2. *Amendments to the Resolution Establishing the Rules of Conduct of Business of the Plumas County Planning Commission*
3. *Brown Act Training for Planning Commissioners*
4. *2024 General Plan Annual Report*
5. *APA CPAT Wildfire Recovery Implementation Strategy*

**XI. ADJOURNMENT**

***Motion:*** *Adjourn to the regular meeting scheduled on March 20, 2025.*

***Moved by*** *Jack Montgomery **Seconded by** Dayne Lewis*

***Vote:*** *Motion carried.*

***Yes:*** *Montgomery, West, Lewis*

***Absent:*** *Moorea Hoffman Stout, Chris Spencer*