

## **BOARD OF SUPERVISORS**

Michael Sanchez, 1<sup>st</sup> District  
Kevin Goss, 2<sup>nd</sup> District  
Sharon Thrall, 3<sup>rd</sup> District  
Lori Simpson, Chair 4<sup>th</sup> District  
Jeff Engel, Vice Chair 5<sup>th</sup> District

**AGENDA FOR REGULAR MEETING OF JUNE 13, 2017 TO BE HELD AT 10:00 A.M.  
IN THE BOARD OF SUPERVISORS ROOM 308, COURTHOUSE, QUINCY, CALIFORNIA**

**9:00 A.M. – COMMUNITY DEVELOPMENT COMMISSION**

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

### **AGENDA**

The Board of Supervisors welcomes you to its meetings which are regularly held on the first three Tuesdays of each month, and your interest is encouraged and appreciated.

Any item without a specified time on the agenda may be taken up at any time and in any order. Any member of the public may contact the Clerk of the Board before the meeting to request that any item be addressed as early in the day as possible, and the Board will attempt to accommodate such requests.

Any person desiring to address the Board shall first secure permission of the presiding officer. For noticed public hearings, speaker cards are provided so that individuals can bring to the attention of the presiding officer their desire to speak on a particular agenda item.

Any public comments made during a regular Board meeting will be recorded. The Clerk will not interpret any public comments for inclusion in the written public record. Members of the public may submit their comments in writing to be included in the public record.

**CONSENT AGENDA:** These matters include routine financial and administrative actions. All items on the consent calendar will be voted on at some time during the meeting under "Consent Agenda." If you wish to have an item removed from the Consent Agenda, you may do so by addressing the Chairperson.



**REASONABLE ACCOMMODATIONS:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (530) 283-6170. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility. Auxiliary aids and services are available for people with disabilities.

## **STANDING ORDERS**

10:00 A.M. **CALL TO ORDER/ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**ADDITIONS TO OR DELETIONS FROM THE AGENDA**

### **PUBLIC COMMENT OPPORTUNITY**

Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda unless it is determined to be an urgency item by the Board of Supervisors. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of 3 minutes.

### **DEPARTMENT HEAD ANNOUNCEMENTS/REPORTS**

Brief announcements by, or brief reports on their activities by County Department Heads

## **ACTION AGENDA**

### **1. CONSENT AGENDA**

These items are expected to be routine and non-controversial. The Board of Supervisors will act upon them at one time without discussion. Any Board members, staff member or interested party may request that an item be removed from the consent agenda for discussion. Additional budget appropriations and/or allocations from reserves will require a four/fifths roll call vote.

#### **A) SHERIFF**

- 1) Approve and authorize the Chair to sign Agreement for Law Enforcement Services between the County of Plumas and City of Portola for the period of July 1, 2017 through June 30, 2018; approved as to form by County Counsel
- 2) Approve and authorize the Chair to sign Agreement for Law Enforcement Services between the County of Plumas and City of Portola for the period of July 1, 2016 through June 30, 2017; approved as to form by County Counsel

#### **B) PLUMAS EARLY EDUCATION & CHILD CARE COUNCIL**

Approve and authorize the Chair to sign Local Planning Council County Priorities Report as required by the California Department of Education

#### **C) BEHAVIORAL HEALTH**

- 1) Approve and authorize the Chair to sign Memorandum of Understanding between County of Plumas and California Health and Wellness Plan for coordination of services; approved as to form by County Counsel
- 2) Approve and authorize the Chair to sign FY 2017-2018 Contract between County of Plumas and Keith Miller, CPA for audit services of the Plumas Crisis Intervention Center pursuant to CalMSHA Contract; approved as to form by County Counsel

#### **D) PROBATION**

Approve and authorize the Chief Probation Officer to sign Contract between County of Plumas and New Beginnings Educational Programs (New Beginnings Educational Batterer's Program \$15,000; and New Beginnings Cognitive Behavioral Restructuring Program \$24,480); approved as to form by County Counsel



**E) SOCIAL SERVICES**

- 1) Approve and authorize the Chair to sign Joint Exercise of Powers Agreement for governance of the CALACES Consortium; and authorize the Chair to sign Memorandum of Understanding between County of Plumas and California Automated Consortium Eligibility System; approved as to form by County Counsel
- 2) Authorize the Department of Social Services to recruit and fill vacant, funded and allocated 1.0 FTE Social Worker I/II/III position; and authorize the Department of Social Services to recruit and fill any other vacancies created via internal promotion; discussion and possible action
- 3) Ratify and authorize the Director of Social Services to sign Agreement between County of Plumas and April Bay, Ph.D. for psychological evaluations of parents who are in the Child Welfare system; and Authorize the Department of Social Services to execute up to three additional extensions of the agreement at the end of each term, subject to an agreement between the parties regarding compensation

**F) INFORMATION TECHNOLOGY**

Authorize payment of \$20,493.31, without a contract, to the Development Group for software support

**G) QUINCY FRIENDS OF THE LIBRARY**

Approve and authorize the Chair to sign Memorandum of Understanding between County of Plumas and Quincy Friends of the Library to pay for extended hours, specifically for the opening of the Quincy Library branch for four hours every Saturday; approved as to form by County Counsel

**H) FACILITY SERVICES & AIRPORTS**

Approve, and authorize the Director of Facility Services & Airports to sign, Construction Agreement of \$2,226,660 with Meyers Earthwork, Inc. for reconstruction of runway, taxiway connectors and edge lights at Gansner Field Airport, Quincy; approved as to form by County Counsel

**I) PUBLIC WORKS**

- 1) Approve and authorize the Chair to sign Amendment No. 2 to the Professional Services Agreement between County of Plumas and MGE Engineering, Inc. for additional funding of \$28,602 necessary to update and complete state and federal permits, complete bid documents, and provide bid assistance and construction support for the Snake Lake Road Bridge Project; approved as to form by County Counsel
- 2) Adopt **RESOLUTION** authorizing execution of Caltrans' Cooperative Agreement for Use of County Road A13 as a Detour during the Construction of the Lake Almanor Spillway Bridge Replacement Project

**J) PUBLIC HEALTH AGENCY**

Authorize Public Health to recruit and fill vacant, funded and allocated 1.0 FTE Program Chief position created by promotion

2. **PLUMAS ARTS** – Roxanne Valladao
  - A. Adopt **RESOLUTION** authorizing Plumas County Arts Commission to Serve as the Local Cultural Planning Agency for Plumas County and authorizing an Application to the California Arts Council State-Local Partnership Program; Roll call vote
  - B. Report and update on current activities and programs of Plumas Arts
3. **MEMBER OF THE PUBLIC** – Amy Napoleon  
Presentation by Amy Napoleon regarding “The Walkability of East Quincy”

#### **SPECIAL DISTRICTS GOVERNED BY BOARD OF SUPERVISORS**

The Board of Supervisors sits as the Governing Board for various special districts and county service areas in Plumas County including Dixie Valley Community Services District; Walker Ranch Community Services District; Beckwourth County Service Area; Plumas County Flood Control and Water Conservation District; Quincy Lighting District; Crescent Mills Lighting District; County Service Area #12.

#### **Convene as the Flood Control & Water Conservation District Governing Board**

4. **FLOOD CONTROL & WATER CONSERVATION DISTRICT** – Randy Wilson  
Request for approval to consent to assigning all rights and duties under the existing contract with Uma Hinman Consulting for support services to the Upper Feather River Integrated Regional Water Management Plan Program to Uma Hinman and Associates Consulting, and authorize the Chair to sign the letter; discussion and possible action

#### **Adjourn as the Flood Control & Water Conservation District Governing Board and convene as the Quincy Lighting District Governing Board**

5. **QUINCY LIGHTING DISTRICT** – Robert Perreault  
**PUBLIC HEARING:** Adopt **RESOLUTION** requesting the County Clerk-Recorder/Registrar of Voters to Conduct an Election of the Quincy Lighting District to Consider a Special Parcel Tax for the Area served by the Quincy Lighting District. **Roll call vote**

#### **Adjourn as the Quincy Lighting District Governing Board and convene as the Crescent Mills Lighting District Governing Board**

6. **CRESCENT MILLS LIGHTING DISTRICT** – Robert Perreault  
**PUBLIC HEARING:** Adopt **RESOLUTION** requesting the County Clerk-Recorder/Registrar of Voters to Conduct an Election of the Crescent Mills Lighting District to Consider a Special Parcel Tax for the Area served by the Crescent Mills Lighting District. **Roll call vote**

#### **Adjourn as the Crescent Mills Lighting District Governing Board and reconvene as the Board of Supervisors**

## 7. DEPARTMENTAL MATTERS

### A) PUBLIC WORKS – Robert Perreault

Report and update on the PG&E Streetlight Upgrade Project in the unincorporated areas of Plumas County

### B) HUMAN RESOURCES – Nancy Selvage

Adopt **RESOLUTION** to Amend the Plumas County Job Classification Plan & Wage Ranges for Environmental Health Specialist I/II/III and Hazardous Material Specialist I/II/III, and Amend Fiscal Year 2016-2017 Position Allocation for Environmental Health Department 20550; **Roll call vote**

### C) BEHAVIORAL HEALTH – Robert Brunson

Authorize Behavioral Health to hire Behavioral Health Unit Supervisor-Nursing at a Step “E”; discussion and possible action

### D) SOCIAL SERVICES – Elliott Smart

- 1) Approve use of fund balance of \$35,000 and increase in 521900-Professional Services due to increase in costs for the IHSS Program; discussion and possible action
- 2) Approve budget transfer of \$50,000 from Account 0013-70590-51000-Regular Wages to Account 0013-70590-51060-Overtime for the remainder of FY 2016-2017; discussion and possible action
- 3) Approve supplemental budget of \$2,450 for receipt of unanticipated revenue for Child Abuse Prevention Council's FY 2016-2017 budget; **four/fifths required roll call vote**

### E) 11:15 – PLANNING – Randy Wilson

**PUBLIC HEARING:** Approve proposed Ordinance amending Plumas County Code Sections which implement the State Responsibility Area Fire Safe Regulations (Title 8 Building Regulations and Title 9 Planning and Zoning). **Roll call vote**

## 8. BOARD OF SUPERVISORS

A. Property Tax Transfer Negotiations: Plumas LAFCo File No. 2016-ANNX-001 Broussard annexation to Chester Public Utility District; adopt **RESOLUTION** of Agreement Adopting a Property Tax Transfer Agreement for Plumas County LAFCo Annexation File No. 2016-aANNX-0001 to Chester Public Utility District for fire protection and street lighting purposes. **Roll call vote**

B. Discussion and possible action regarding Elected Officials Salary and Compensation

C. Correspondence

D. Weekly report by Board members of meetings attended, key topics, project updates, standing committees and appointed Boards and Associations

## 1:00 P.M. AFTERNOON SESSION

## 9. AUDITOR/CONTROLLER – Roberta Allen

A. Authorize Auditor/Controller to use up to \$2 million of General Fund-Fund Balance to pre-pay the unfunded liability to Cal PERS due July 1, 2017, with costs to be allocated to the appropriate departments; **four/fifths required roll call vote**; discussion and possible action

B. Authorize Auditor/Controller to allow the cash balance for Plumas County Community Development Commission - Tobin Project to go negative while waiting for State reimbursement; discussion and possible action

10. **FACILITY SERVICES** – Dony Sawchuk

Consider request to commit \$400,000 in the FY 2017-2018 Budget as a required match to the Biomass Boiler Project for the Health & Human Services Annex; discussion and possible action

11. **BOARD OF SUPERVISORS**

- A. Report and update by Susan Scarlett, Budget Consultant on the FY 2017-2018 Budget preparation/process; discussion, possible action and/or direction
- B. Adopt **RESOLUTION**, adopting the Recommended Budget for Plumas County and the Dependent Special Districts Therein for Fiscal Year 2017-2018, in Accordance with Government Code §29064.  
**Roll call vote**

12. **CLOSED SESSION**

**ANNOUNCE ITEMS TO BE DISCUSSED IN CLOSED SESSION**

- A. Personnel: Public employee appointment or employment - Behavioral Health Unit Supervisor-Nursing
- B. Personnel: Public employee performance evaluation – Chief Probation Officer
- C. Personnel: Public employee performance evaluation – County Counsel
- D. Conference with Legal Counsel: Initiating litigation pursuant to Subdivision (c) of Government Code §54956.9 (One Case)
- E. Conference with Legal Counsel: Significant exposure to litigation pursuant to Subdivision (d)(2) of Government Code Section 54956.9
- F. Conference with Labor Negotiator regarding employee negotiations: Sheriff's Administrative Unit; Sheriff's Department Employees Association; Operating Engineers Local #3; Confidential Employees Unit; Probation; Unrepresented Employees and Appointed Department Heads

**REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)**

**ADJOURNMENT**

Adjourn meeting to Tuesday, June 20, 2017, Board of Supervisors Room 308, Courthouse, Quincy, California.



GREGORY J. HAGWOOD  
SHERIFF/CORONER  
DIRECTOR

# Office of the Sheriff

## Office of Emergency Services


1400 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

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## Memorandum

**DATE:** May 30, 2017

**TO:** Honorable Board of Supervisors

**FROM:** Sheriff Greg Hagwood 

**RE:** Agenda Item for the meeting of June 13, 2017

### Recommended Action:

Approve and sign the Agreement for Law Enforcement Services between the City of Portola, the County of Plumas and the Plumas County Sheriff's Office.

### Background and Discussion:

The City of Portola does not maintain its own police department, therefore, the City contracts with the Plumas County Sheriff's Office to provide law enforcement services.

This agreement provides services such as enforcing City codes and ordinances that would not be enforced by the Sheriff's Office without it.

This current agreement is for the period of July 1, 2016-June 30, 2017.

This agreement has been reviewed by County Counsel and has already been signed by the City of Portola.

**AGREEMENT FOR LAW ENFORCEMENT SERVICES  
BETWEEN THE CITY OF PORTOLA,  
THE COUNTY OF PLUMAS,  
AND THE PLUMAS COUNTY SHERIFF'S OFFICE**

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Portola, a municipal corporation organized and existing under the laws of the State of California ("City"), the County of Plumas, a political subdivision of the State of California ("County"), and the Plumas County Sheriff's Office ("PCSO"). City, County, and PCSO may be referred to hereinafter individually as "Party" or collectively as the "Parties" as the context may require.

For and in consideration of the mutual promises herein exchanged the Parties do hereby agree as follows:

**1. TERM**

1.1. Effective Dates. This Agreement shall be effective for a period of twelve (12) months from July 1, 2016 through June 30, 2017 unless terminated sooner as provided herein.

1.2. Renewal. At any time during the term of this Agreement the Parties may meet to evaluate the terms of this Agreement and may modify, approve and/or ratify any renewal of this Agreement to the effective date of such renewal. Any amendment shall be in writing and approved by City's City Council, County's Board of Supervisors, and the Plumas County Sheriff.

1.3. Termination. Notwithstanding the provisions of Paragraphs 1.1 and 1.2 above, any Party may terminate this Agreement upon notice in writing to the other Parties of not less than forty-five (45) days prior thereto. In the event that this Agreement is terminated for any reason, the obligations of the City and the County for mutual indemnification as set forth herein shall continue after any such termination.

1.4. Negotiations for Renewal or New Agreement. On a date to be mutually determined by and between the Parties hereto, but not more than forty-five (45) days prior to the termination date of this Agreement, the Parties shall meet and confer concerning the terms and conditions under which this Agreement might be extended or a successor agreement executed. This Section 1.4 shall be applicable without regard to the means of termination of the Agreement, whether expiration pursuant to Section 1.1 or termination pursuant to Section 1.3.

**2. SCOPE OF SERVICE**

2.1. Duties of County. The County agrees to provide, through the Sheriff thereof and PCSO, which agrees to furnish, municipal police protection and code enforcement within the corporate limits of the City of Portola to the extent and in the manner hereinafter set forth. The services shall encompass duties and functions of the type falling under the jurisdiction of and customarily rendered by a city police department under statutes of the State of California. Such services shall include the following:

- 2.1.1 Enforcement of State statutes and City codes and ordinances;
- 2.1.2 Traffic enforcement;
- 2.1.3 Traffic accident investigation for accidents occurring within City limits and not falling under the jurisdiction of the California Highway Patrol;
- 2.1.4 Parking enforcement and related services;
- 2.1.5 Animal control services;
- 2.1.6 In the event the PCSO experiences a shortage of manpower and can't fully staff itself, PCSO shall use its best efforts to continue to provide law enforcement services to the City pursuant to this Agreement and not reduce services to the City any more than it reduces services in all of the unincorporated areas of the County;
- 2.1.7 Community-oriented policing services and crime prevention services; and
- 2.1.8 All other police and law enforcement services as the Sheriff deems necessary to maintain law and order in the City.

2.2 Duties of City. During the term of this Agreement, the Sheriff shall function as the ex officio Chief of Police for the City, unless the Sheriff, with City's consent, delegates this function and designation to a subordinate officer of PCSO. The Chief shall confer with the City Manager on all questions related to the performance of the law enforcement services to the City, except as otherwise provided herein. All direction from City to the Chief shall come through the City Manager.

### **3. COMMUNITY OFFICER**

3.1 Community Officer Defined. In addition to the services described in Section 2.1 above, which shall be provided by deputy sheriffs and other PCSO personnel in the same manner as the PCSO provides such services in the unincorporated areas of Plumas County, PCSO shall station one non-sworn PCSO employee (or, at the sole discretion of PCSO, a uniformed deputy) at the City of Portola City Hall (in addition to regularly-assigned deputies stationed at the Portola Substation) for assignment within the City limits of the City at the direction of PCSO. This non-sworn PCSO employee or uniformed deputy (hereinafter "Community Officer") shall be assigned to regular duty shifts at City Hall as mutually agreed upon between PCSO and the City. The Community Officer assigned to the Portola City Hall may be of any rank or classification, although the City's financial obligations pursuant to this Agreement shall not be adjusted to match the actual pay scale of the Community Officer. The Community Officer shall provide community-oriented law enforcement services and crime prevention services. The Community Officer shall provide services to the City for not less than twenty (20) hours per week, but not greater than twenty-eight (28) hours per week, subject to funding and personnel availability. The Community Officer shall not be a substitute for other general services provided by PCSO.

3.2 Effect of Vacations, Illness, and Training on Level of Service. PCSO will continue to provide service within Portola, including responding to calls and follow-up on any pending items, regardless of any vacations or sick days taken by the Community Officer or other PCSO personnel. If the regular Community Officer is out of the office for a period of time of more than 14 consecutive days, there will be a replacement Community Officer assigned to Portola City Hall.

3.3 Duties of Community Officer. The Community Officer shall provide the services specified in Sections 3.1 herein, and shall assist other PCSO personnel in providing the services specified in Section 2.1 herein. During the hours of his/her assigned shifts, the Community Officer shall confine himself or herself to the City of Portola, except for backup of other law enforcement personnel as needed and for providing emergency response to calls within the unincorporated areas of the County when no other PCSO units are available.

#### **4. EQUIPMENT, COMMUNICATIONS, AND TRAINING**

4.1 Vehicle. City shall furnish the Community Officer with one vehicle to use for the purpose of providing services pursuant to this Agreement. At its sole cost and expense, PCSO shall be responsible for placing PCSO and/or City markings on the vehicle, which shall be displayed in a manner mutually agreed upon by City and PCSO. At its sole cost and expense, PCSO will be further responsible for providing fuel and maintenance for the vehicle. If the vehicle provided by the City is unavailable for use during a given shift due to maintenance or repair needs, PCSO shall provide, at no additional charge to the City, a replacement vehicle. Should the vehicle become unusable for any reason, PCSO shall provide a replacement vehicle for the Community Officer.

4.2 Equipment. At its sole cost and expense, PCSO shall furnish safety equipment for the Community Officer, including body armor, leather goods as required, handcuffs, pepper spray, and uniforms, as determined by PCSO. In its sole discretion, PCSO may also furnish sidearms for the Community Officer, a shotgun or shotguns for the vehicle, radar, radio, and other electronic equipment for the vehicle and any other tools or equipment needed for providing service as determined by PCSO. A suitable computer as required by the Community Officer to provide service shall be furnished by PCSO. The City may furnish additional equipment at its sole discretion.

4.2.1 Use of Equipment Furnished by City. PCSO shall be permitted to use equipment furnished by the City, until and unless this Agreement terminates or is terminated or the City requires the return of a specific item or items of equipment. PCSO shall maintain automobile insurance on the vehicle owned by City and used by PCSO personnel. During the term of this Agreement, City shall be entitled to request the return of any and all pieces of equipment furnished by the City, with the exception of the vehicle provided. At the termination of this Agreement, all items of equipment supplied by the City shall be immediately returned to the City. All City items or equipment used by PCSO and/or the Community Officer shall be maintained in operating condition, and malfunctions or damage shall be repaired immediately at the sole cost and expense of



PCSO. Equipment returned to the City shall likewise be in operating condition, and PCSO shall repair any and all malfunctions or damage, and replace any lost or destroyed equipment, at its own expense prior to returning equipment to the City, except for those items needing replacement at the end of the item's useful life due to normal wear and usage as mutually agreed by the City and PCSO.

4.3 Communications. At its sole cost and expense, PCSO shall ensure that capacity to receive and transmit on City's radio frequency shall be installed in the City-owned vehicle, as well as in all PCSO vehicles stationed at the Portola substation.

4.4 Training. PCSO shall bear the costs of regular and ongoing training of the Community Officer and other PCSO personnel, and any additional training as agreed to by the PCSO and City. Such training may include, without limitation, Community-Oriented Policing, code enforcement, bicycle, and policing by environmental design training.

## **5. REPORTS AND MEETINGS**

5.1 Reports. On a weekly basis, PCSO shall provide the City Manager with a written or oral review of law enforcement activities in City. Such reviews will address: (i) services performed; (ii) crime statistics; (iii) any major incidents occurring within City within the reporting period; (iv) trends in criminal activities; (v) code enforcement issues; and (vi) any other information considered pertinent by PCSO. This reporting requirement can be fulfilled by the Community Officer's participation in the City's staff meetings or meeting personally with the City Manager. At no additional charge to the City, PCSO will also provide an in-person, verbal, quarterly report to the City Council, plus supplemental reports at any time that the City Manager or City Council requests additional information regarding major incidents or other significant law enforcement issues affecting City.

5.2 Prompt Notification of Serious Felonies. In the event that any serious felonies are committed within City limits, the Community Officer or other PCSO personnel shall so inform the City Manager as soon as is practicable. Serious felonies triggering this reporting requirement shall include, but not be limited to, homicide, manslaughter, armed robbery, arson, kidnapping, and sexual assault.

5.3 Meetings. PCSO administration personnel will meet with the City Manager when deemed necessary by any Party. Routine questions and concerns will be addressed by City to the sergeant stationed at the Portola substation. At no additional charge to the City, PCSO personnel will attend meetings of City's City Council at least quarterly or as requested by the City Manager or City Council.

5.4 Grants. PCSO and the City of Portola will work together and collaborate on potential grant opportunities that will enhance law enforcement services inside the City of Portola.

## **6. SCHEDULING OF ASSIGNED DEPUTY**

6.1 Hiring and Supervision. The responsibility for supervision of law enforcement services, hiring of personnel, establishing standards of performance, assignment of personnel, maintaining discipline, determining training required (except that City may request training pursuant to Section 4.4), maintaining personnel files, and other matters relating to the performance of services and control of personnel, shall remain with County. County is bound to abide by bargaining agreements covering County employees performing services hereunder. The City Manager will consult with PCSO regarding the Community Officer's and PCSO's scheduling and performance under this Agreement.

6.2 Investigations and Complaints. Internal Affairs investigations and citizen complaints concerning the Community Officer and/or the performance of services under this Agreement shall be handled and investigated by PCSO. As a Contractor for Law Enforcement Services PCSO shall provide to the City Manager a report and disposition of complaints made concerning any Community Officer or other PCSO personnel performing law enforcement activities inside the City limits of Portola. This report shall not be required to contain any information that violates any provisions of the California Police Officer's Bill of Rights. However, because of the contractual relationship the reporting of complaints involving City related law enforcement activities or the personnel involved shall be handled in the same confidential manner between agencies as personnel complaints for each agency are handled and shall not be considered public information.

## **7. EMPLOYMENT STATUS OF ASSIGNED DEPUTY(S)**

7.1 Personnel Remain County Employees. All persons employed by County to perform services pursuant to this Agreement shall be and remain County employees and shall, at all times, be under the direction and control of County. All persons employed by County to perform services pursuant to this Agreement shall be entitled solely to the rights and privileges given to County employees, and shall not be entitled, as a result of providing services required hereunder, to any rights or privileges given to City employees.

7.2 Limited Agency Relationship. For the purpose of performing services under this Agreement, and for the purpose of giving official status to the performance thereof where necessary, every County employee engaged in the performance of any service hereunder shall be deemed to be an agent of City while performing services for City, which services are within the scope of this Agreement and are purely municipal functions. Notwithstanding the agency relationship created by this provision, City shall not be liable for any act or omission of any County employee unless otherwise specifically provided elsewhere in this Agreement.

7.3 Responsibility for Direct Payment of Compensation. City shall not be liable for the direct payment of any salaries, wages, other compensation or benefits to any County personnel performing services hereunder for County or any liability other than that provided for in this Agreement.

## **8. COMPENSATION FOR SERVICES RENDERED**

8.1 Base Payment. City shall provide one hundred percent (100%) of the City's Citizens Options for Public Safety (COPS) funding for the City's Fiscal Year beginning July 1, 2016 and ending June 30, 2017 to the County and PCSO for the services rendered pursuant to this Agreement. Payment shall be made no later than 30 days after the City receives COPS funding from the State of California remitted through the County, typically in January, April, and July.

### **8.2 Credits.**

8.2.1 Collection of Fees and Charges. All fees collected by PCSO related to the provision of services provided under this Agreement shall be credited to City on a pro rata basis and accounted for on a monthly basis.

8.2.2 Fines and Forfeitures of Bail. Fines and forfeitures of bail under Penal Code Section 1463 et seq. resulting from services performed under this Agreement shall be distributed as though the persons performing services under this Agreement were employees of City.

8.2.3 City Exempt from Fees. The City shall be exempt from and shall not be obligated to pay any fees for alarm permits, alarm activation or response to alarms by the Sheriff's Department for any building or facility owned by the City.

8.3 Substation Lease. As additional consideration for the services provided under this Agreement, City shall lease the building located at 324 South Gulling Street in City to PCSO for use as a substation, pursuant to the terms and conditions of the Lease pertaining thereto.

## **9. INDEMNIFICATION**

9.1. Claims Arising from Sole Acts or Omissions of County. County does hereby agree to defend and indemnify City, its agents, officers and employees (hereinafter collectively referred to in this paragraph as "City"), from any claim, action or proceeding against City, arising solely out of the acts or omissions of County in the performance of this Agreement. At its sole discretion, City may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve County of any obligation imposed by this Agreement. City shall notify County promptly of any claim, action or proceeding and cooperate fully in the defense.

9.2. Claims Arising From Sole Acts or Omissions of City. The City hereby agrees to defend and indemnify County, its agents, officers and employees, (hereinafter collectively referred to in this paragraph as "County"), from any claim, action or proceeding against County, arising solely out of the acts or omissions of City in the performance of this Agreement. At its sole discretion, County may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve City of any obligation imposed by this

Agreement. County shall notify City promptly of any claim, action or proceeding and cooperate fully in the defense.

9.3. Claims Arising From Concurrent Acts or Omissions. County hereby agrees to defend itself, and the City hereby agrees to defend itself, from any claim, action or proceeding arising out of the concurrent acts or omissions of County and City. In such cases, County and City agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in Section 9.5 below.

9.4. Joint Defense. Notwithstanding section 9.3 above, in cases where County and City agree in writing to a joint defense, County and City may appoint joint defense counsel to defend the claim, action or proceeding arising out of the concurrent acts or omissions of City. Joint defense counsel shall be selected by mutual agreement of County and City. County and City agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as provided in paragraph 9.5 below. County and City further agree that neither party may bind the other to a settlement agreement without the written consent of both County and City.

9.5. Reimbursement and/or Reallocation. Where a trial verdict or arbitration award allocates or determines the comparative fault of the parties, County and City may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments and awards, consistent with such comparative fault.

## **10. SUBROGATION**

10.1 Reciprocal Subrogation. To the extent that County incurs any loss for which it is compensated in whole, or for more than fifty percent of its losses, by City, County shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to City. To the extent that City incurs any loss for which it is compensated in whole, or for more than fifty percent of its loss by County, City shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to County.

10.2 Prosecution of Assigned Claims. To the extent that County or City has assigned its rights and interest in any claim to another Party, the Party receiving the assignment shall timely prosecute any such action in good faith and with reasonable diligence. If any recovery is obtained the Parties shall equitably share in any such recovery to the extent of their interests.

## **11. RIGHT TO AUDIT RECORDS**

Upon reasonable notice, any Party shall have the right to inspect and audit any records maintained by any other Party relevant to this Agreement, to the extent allowed by law.

## **12. ADMINISTRATION OF COPS AND CLEP GRANT FUNDS AND/OR ANY OTHER LAW ENFORCEMENT GRANTS**

City will use Citizen's Option for Public Safety ("COPS") grant funds provided by the State of California, and may use any other State or federal funds which are or may become

available, to pay for services provided pursuant to this Agreement. If these funds are to be used, City will develop a written plan to ensure that the use of the funds is consistent with the legislative purpose of the grant programs. Pursuant to section 30061(c)(2) of the California Government Code, PCSO will make written requests to City for funds for law enforcement services in a manner consistent with City's intention to use COPS funds to pay for a portion of the services provided pursuant to this Agreement, and will take all other steps necessary to facilitate the transfer of COPS funds from County's Supplemental Law Enforcement Services Fund to City. PCSO will neither oppose City's use of COPS and/or any other grant funds for this purpose, nor seek to exert any control or influence over the expenditure of these funds by City, although this Section 12 shall not be deemed to impose any restrictions on PCSO's use of any funds paid it by City. PCSO further agrees that City is and shall be deemed to be the "recipient agency" and/or "recipient entity", as those terms are defined and used in section 30062 of the California Government Code.

### **13. SPECIAL EVENT SERVICES**

At the request of City, or at the request of community organizations or private individuals with written concurrence of the City Manager, PCSO may agree to provide extra law enforcement/ security services for special events and functions occurring within the City. If PCSO provides such extra services, it shall do so in the same basis that it provides similar services in the unincorporated areas of the County.

### **14. INTERNAL POLICIES**

If requested by PCSO or the City Manager, an internal policy memorandum may be entered into by and between PCSO and the City Manager with respect to questions relating to the provision of service under this Agreement. The policy will set forth the question raised and agreements reached in resolution of the question. The intent and purpose of each such policy shall be to implement, interpret, or clarify administratively one or more provisions of this Agreement. No such policy shall have the effect of amending this Agreement unless an amendment to this Agreement is approved in writing by the City Council and the County Board of Supervisors. In the event of any inconsistency between the terms of such policy and the terms of this Agreement, the terms of this Agreement shall prevail.

### **15. AMENDMENTS**

No addition to, or alteration of, the terms of this Agreement, whether by written or verbal understanding of the Parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement which is formally approved and executed by all Parties.

### **16. NOTICES**

Any notices required or desired to be served by any Party upon any other Party shall be addressed to the respective Parties as set forth below, or to such other addresses as from time to time may be designated by the respective Parties:

**County**

Chief Administrative Officer  
County of Plumas  
520 Main Street, Room 309  
Quincy, CA 95971

**City**

Robert Meacher, City Manager  
PO. Box 1225  
Portola, CA 96122

**PCSO**

Greg Hagwood, Sheriff  
PO. Box 1106  
Quincy, CA 95971

An information copy of any notice to County shall also be sent to:

Clerk of the Board of Supervisors  
County of Plumas  
520 Main Street, Room 309  
Quincy, CA 95971

**17. SEVERABILITY**

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

**18. ENTIRE AGREEMENT**

This Agreement is intended by the Parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understandings, oral or written, in connection therewith.

**19. NO OBLIGATIONS TO THIRD PARTIES**

Nothing in this Agreement, or any of the addenda hereto, is intended to nor shall it create any right in any person, firm, corporation or entity, other than in the Parties hereto, including but not limited to the employees of the Parties, to any of the benefits hereunder. Nothing herein is intended to expand the duties and obligations of City, County, and/or PCSO with regard to any third parties.

**20. CONSTRUCTION OF AGREEMENT**

This Agreement shall be construed and enforced pursuant to the laws of the State of California.

**21. ADDITIONAL DOCUMENTS AND AGREEMENTS**

The Parties agree to cooperate in the execution of any additional documents or agreements that may be required to carry out the terms of this Agreement.

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No Party hereto shall assign, sublet, or transfer any interest in this Agreement or any duty hereunder without written consent of the other Parties, and no assignment shall be of any force or effect whatsoever unless and until the other Parties shall have so consented.

**23. DISPUTE RESOLUTION**

Should any dispute arise between City and County or City and PCSO concerning the terms of this Agreement, City and County or City and PCSO, as may be the case, shall meet and attempt to amicably resolve the dispute ("Informal Resolution"). Such meeting shall be held no later than ten (10) days after one Party receives written notice from another stating the existence of the dispute, describing the nature of the same, and presenting a proposed resolution to the dispute. This Agreement shall remain in effect during the pendency of the resolution of any dispute, unless it expires or is terminated pursuant to Section 1.3. If attempts at Informal Resolution are unsuccessful, the parties shall be free to pursue any remedy available to them at law.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have accepted, made and executed this Agreement upon the terms, conditions and provisions above stated the day and year first below written.

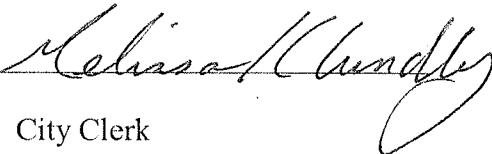
**CITY OF PORTOLA**

By: 

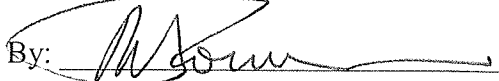
Title: City Manager

Date: 08/01/2016

ATTEST:

By: 

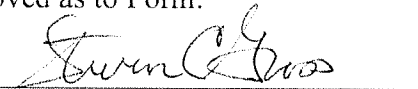
Title: City Clerk

By: 

Title: Mayor, City of Portola

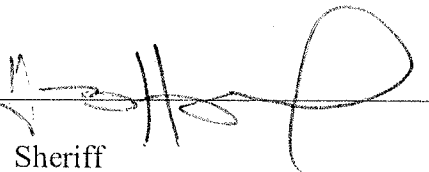
Date: 08/01/2016

Approved as to Form:

By: 

Title: City Attorney

**COUNTY OF PLUMAS/PLUMAS COUNTY SHERIFF'S OFFICE**

By: 

Title: Sheriff

Date: 5/30/17

ATTEST:

By: \_\_\_\_\_

Title: Clerk of the Board

By: \_\_\_\_\_

Title: Chair of the Board of Supervisors

Date: \_\_\_\_\_

Approved as to Form:

By: 

Title: County Counsel





GREGORY J. HAGWOOD  
SHERIFF/CORONER  
DIRECTOR

# Office of the Sheriff

## Office of Emergency Services


1400 E. Main Street, Quincy, California 95971 • (530) 283-6375 • Fax 283-6344

1A2

## Memorandum

**DATE:** May 30, 2017

**TO:** Honorable Board of Supervisors

**FROM:** Sheriff Greg Hagwood 

**RE:** Agenda Item for the meeting of June 13, 2017

### Recommended Action:

Approve and sign the Agreement for Law Enforcement Services between the City of Portola, the County of Plumas and the Plumas County Sheriff's Office.

### Background and Discussion:

The City of Portola does not maintain its own police department, therefore, the City contracts with the Plumas County Sheriff's Office to provide law enforcement services.

This agreement provides services such as enforcing City codes and ordinances that would not be enforced by the Sheriff's Office without it.

This current agreement is for the period of July 1, 2017-June 30, 2018.

This agreement has been reviewed by County Counsel.

**AGREEMENT FOR LAW ENFORCEMENT SERVICES  
BETWEEN THE CITY OF PORTOLA,  
THE COUNTY OF PLUMAS,  
AND THE PLUMAS COUNTY SHERIFF'S OFFICE**

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Portola, a municipal corporation organized and existing under the laws of the State of California ("City"), the County of Plumas, a political subdivision of the State of California ("County"), and the Plumas County Sheriff's Office ("PCSO"). City, County, and PCSO may be referred to hereinafter individually as "Party" or collectively as the "Parties" as the context may require.

For and in consideration of the mutual promises herein exchanged the Parties do hereby agree as follows:

**1. TERM**

1.1. Effective Dates. This Agreement shall be effective for a period of twelve (12) months from July 1, 2017 through June 30, 2018 unless terminated sooner as provided herein.

1.2. Renewal. At any time during the term of this Agreement the Parties may meet to evaluate the terms of this Agreement and may modify, approve and/or ratify any renewal of this Agreement to the effective date of such renewal. Any amendment shall be in writing and approved by City's City Council, County's Board of Supervisors, and the Plumas County Sheriff.

1.3. Termination. Notwithstanding the provisions of Paragraphs 1.1 and 1.2 above, any Party may terminate this Agreement upon notice in writing to the other Parties of not less than forty-five (45) days prior thereto. In the event that this Agreement is terminated for any reason, the obligations of the City and the County for mutual indemnification as set forth herein shall continue after any such termination.

1.4. Negotiations for Renewal or New Agreement. On a date to be mutually determined by and between the Parties hereto, but not more than forty-five (45) days prior to the termination date of this Agreement, the Parties shall meet and confer concerning the terms and conditions under which this Agreement might be extended or a successor agreement executed. This Section 1.4 shall be applicable without regard to the means of termination of the Agreement, whether expiration pursuant to Section 1.1 or termination pursuant to Section 1.3.

**2. SCOPE OF SERVICE**

2.1. Duties of County. The County agrees to provide, through the Sheriff thereof and PCSO, which agrees to furnish, municipal police protection and code enforcement within the corporate limits of the City of Portola to the extent and in the manner hereinafter set forth. The services shall encompass duties and functions of the type falling under the jurisdiction of and customarily rendered by a city police department under statutes of the State of California. Such services shall include the following:

- 2.1.1 Enforcement of State statutes and City codes and ordinances;
- 2.1.2 Traffic enforcement;
- 2.1.3 Traffic accident investigation for accidents occurring within City limits and not falling under the jurisdiction of the California Highway Patrol;
- 2.1.4 Parking enforcement and related services;
- 2.1.5 Animal control services;
- 2.1.6 Other necessary services, at the sole discretion of PCSO, will be performed by providers, as available, whose principal place of business is within the City limits.
- 2.1.7 In the event the PCSO experiences a shortage of manpower and cannot fully staff itself, PCSO shall use its best efforts to continue to provide law enforcement services to the City pursuant to this Agreement and not reduce services to the City any more than it reduces services in all of the unincorporated areas of the County;
- 2.1.8 Community-oriented policing services and crime prevention services; and
- 2.1.9 All other police and law enforcement services as the Sheriff deems necessary to maintain law and order in the City.

2.2 Duties of City. During the term of this Agreement, the Sheriff shall function as the ex officio Chief of Police for the City, unless the Sheriff, with City's consent, delegates this function and designation to a subordinate officer of PCSO. The Chief shall confer with the City Manager on all questions related to the performance of the law enforcement services to the City, except as otherwise provided herein. All direction from City to the Chief shall come through the City Manager.

### **3. COMMUNITY OFFICER**

3.1 Community Officer Defined. In addition to the services described in Section 2.1 above, which shall be provided by deputy sheriffs and other PCSO personnel in the same manner as the PCSO provides such services in the unincorporated areas of Plumas County, PCSO shall station one non-sworn PCSO employee (or, at the sole discretion of PCSO, a uniformed deputy) at the City of Portola City Hall (in addition to regularly-assigned deputies stationed at the Portola Substation) for assignment within the City limits of the City at the direction of PCSO. This non-sworn PCSO employee or uniformed deputy (hereinafter "Community Officer") shall be assigned to regular duty shifts at City Hall as mutually agreed upon between PCSO and the City. The Community Officer assigned to the Portola City Hall may be of any rank or classification, although the City's financial obligations pursuant to this Agreement shall not be adjusted to

match the actual pay scale of the Community Officer. The Community Officer shall provide community-oriented law enforcement services and crime prevention services. The Community Officer shall provide services to the City for not less than twenty (20) hours per week, but not greater than twenty-eight (28) hours per week, subject to funding and personnel availability. The Community Officer shall not be a substitute for other general services provided by PCSO.

3.2 Effect of Vacations, Illness, and Training on Level of Service. PCSO will continue to provide service within Portola, including responding to calls and follow-up on any pending items, regardless of any vacations or sick days taken by the Community Officer or other PCSO personnel.

3.3 Duties of Community Officer. The Community Officer shall provide the services specified in Sections 3.1 herein, and shall assist other PCSO personnel in providing the services specified in Section 2.1 herein. During the hours of his/her assigned shifts, the Community Officer shall confine himself or herself to the City of Portola, except for backup of other law enforcement personnel as needed and for providing emergency response to calls within the unincorporated areas of the County when no other PCSO units are available.

#### **4. EQUIPMENT, COMMUNICATIONS, AND TRAINING**

4.1 Vehicle. City shall furnish the Community Officer with one vehicle to use for the purpose of providing services pursuant to this Agreement. At its sole cost and expense, PCSO shall be responsible for placing PCSO and/or City markings on the vehicle, which shall be displayed in a manner mutually agreed upon by City and PCSO. At its sole cost and expense, PCSO shall be responsible for fuel costs for vehicle. At its sole cost and expense, City will be responsible for providing all maintenance for the vehicle. If the vehicle provided by the City is unavailable for use due to malfunction(s), PCSO will make best efforts to provide an alternative vehicle for the purposes of this Agreement.

4.2 Equipment. At its sole cost and expense, PCSO shall furnish safety equipment for the Community Officer, including body armor, leather goods as required, handcuffs, pepper spray, and uniforms, as determined by PCSO. In its sole discretion, PCSO may also furnish sidearms for the Community Officer, a shotgun or shotguns for the vehicle, radar, radio, and other electronic equipment for the vehicle and any other tools or equipment needed for providing service as determined by PCSO. A suitable computer as required by the Community Officer to provide service shall be furnished by PCSO. The City may furnish additional equipment at its sole discretion.

4.2.1 Use of Equipment Furnished by City. PCSO shall be permitted to use equipment furnished by the City, until and unless this Agreement terminates or is terminated or the City requires the return of a specific item or items of equipment. City shall maintain automobile insurance on the vehicle owned by City and used by PCSO and City personnel. During the term of this Agreement, City shall be entitled to request the return of any and all pieces of equipment furnished by the City. At the termination of this Agreement, all items of equipment supplied by the City shall be immediately returned to the City. All City items or equipment used by PCSO and/or the Community Officer shall

be maintained in operating condition, and malfunctions or damage shall be repaired immediately at the sole cost and expense of City. PCSO shall be responsible to repair or replace at PCSO's expense only those City-provided items or equipment that are lost or damaged as a result of PCSO's lack of reasonable care.

4.2.2 Use of Equipment Furnished by PCSO. City shall be permitted to use equipment furnished by PCSO, until and unless this Agreement terminates or is terminated or PCSO requires the return of a specific item or items of equipment. During the term of this Agreement, PCSO shall be entitled to request the return of any and all pieces of equipment furnished by PCSO. At the termination of this Agreement, all items of equipment supplied by PCSO shall be immediately returned to PCSO. All PCSO items or equipment provided to and used by the Community Officer shall be maintained in operating condition, and malfunctions or damage shall be repaired immediately at the sole cost and expense of PCSO. City shall be responsible to repair or replace at City's expense only those PCSO-provided items or equipment that are lost or damaged as a result of City's lack of reasonable care.

4.3 Communications. At its sole cost and expense, PCSO shall ensure that capacity to receive and transmit on City's radio frequency shall be installed in the City-owned vehicle, as well as in all PCSO vehicles stationed at the Portola substation.

4.4 Training. PCSO shall bear the costs of regular and ongoing training of the Community Officer and other PCSO personnel, and any additional training as agreed to by the PCSO and City. Such training may include, without limitation, Community-Oriented Policing, code enforcement, bicycle, and policing by environmental design training.

## **5. REPORTS AND MEETINGS**

5.1 Reports. On a mutually agreed upon periodic basis, PCSO shall provide the City Manager with a written or oral review of law enforcement activities in City. Such reviews will address: (i) services performed; (ii) crime statistics; (iii) any major incidents occurring within City within the reporting period; (iv) trends in criminal activities; (v) code enforcement issues; and (vi) any other information considered pertinent by PCSO. This reporting requirement can be fulfilled by the Community Officer's participation in the City's staff meetings or meeting personally with the City Manager. At no additional charge to the City, PCSO will also provide an in-person, verbal, quarterly report to the City Council, plus supplemental reports at any time that the City Manager or City Council requests additional information regarding major incidents or other significant law enforcement issues affecting City.

5.2 Prompt Notification of Serious Felonies. In the event that any serious felonies are committed within City limits, the Community Officer or other PCSO personnel shall so inform the City Manager as soon as is practicable. Serious felonies triggering this reporting requirement shall include, but not be limited to, homicide, manslaughter, armed robbery, arson, kidnapping, and sexual assault.

5.3 Meetings. PCSO administration personnel will meet with the City Manager when deemed necessary by any Party. Routine questions and concerns will be addressed by City to the sergeant stationed at the Portola substation. At no additional charge to the City, PCSO personnel will attend meetings of City's City Council at least quarterly or as requested by the City Manager or City Council.

5.4 Grants. PCSO and the City of Portola will work together and collaborate on potential grant opportunities that will enhance law enforcement services inside the City of Portola.

## **6. SCHEDULING OF ASSIGNED DEPUTY**

6.1 Hiring and Supervision. The responsibility for supervision of law enforcement services, hiring of personnel, establishing standards of performance, assignment of personnel, maintaining discipline, determining training required (except that City may request training pursuant to Section 4.4), maintaining personnel files, and other matters relating to the performance of services and control of personnel, shall remain with County. County is bound to abide by bargaining agreements covering County employees performing services hereunder. The City Manager will consult with PCSO regarding the Community Officer's and PCSO's scheduling and performance under this Agreement.

6.2 Investigations and Complaints. Internal Affairs investigations and citizen complaints concerning the Community Officer and/or the performance of services under this Agreement shall be handled and investigated by PCSO. PCSO, at its sole discretion, shall provide to the City Manager a report and disposition of complaints made concerning any Community Officer performing law enforcement activities inside the City limits of Portola.

## **7. EMPLOYMENT STATUS OF ASSIGNED DEPUTY(S)**

7.1 Personnel Remain County Employees. All persons employed by County to perform services pursuant to this Agreement shall be and remain County employees and shall, at all times, be under the direction and control of County. All persons employed by County to perform services pursuant to this Agreement shall be entitled solely to the rights and privileges given to County employees, and shall not be entitled, as a result of providing services required hereunder, to any rights or privileges given to City employees.

7.2 Limited Agency Relationship. For the purpose of performing services under this Agreement, and for the purpose of giving official status to the performance thereof where necessary, every County employee engaged in the performance of any service hereunder shall be deemed to be an agent of City while performing services for City, which services are within the scope of this Agreement and are purely municipal functions. Notwithstanding the agency relationship created by this provision, City shall not be liable for any act or omission of any County employee unless otherwise specifically provided elsewhere in this Agreement.

7.3 Responsibility for Direct Payment of Compensation. City shall not be liable for the direct payment of any salaries, wages, other compensation or benefits to any County

personnel performing services hereunder for County or any liability other than that provided for in this Agreement.

## **8. COMPENSATION FOR SERVICES RENDERED**

8.1 Base Payment. City shall provide one hundred percent (100%) of the City's Citizens Options for Public Safety (COPS) funding for the City's Fiscal Year beginning July 1, 2017 and ending June 30, 2018 to the County and PCSO for the services rendered pursuant to this Agreement. Payment shall be made no later than 30 days after the City receives COPS funding from the State of California remitted through the County, typically in January, April, and July.

### **8.2 Credits.**

8.2.1 Collection of Fees and Charges. All fees collected by PCSO related to the provision of services provided under this Agreement shall be credited to City on a pro rata basis and accounted for on a monthly basis.

8.2.2 Fines and Forfeitures of Bail. Fines and forfeitures of bail under Penal Code Section 1463 et seq. resulting from services performed under this Agreement shall be distributed as though the persons performing services under this Agreement were employees of City.

8.2.3 City Exempt from Fees. The City shall be exempt from and shall not be obligated to pay any fees for alarm permits, alarm activation or response to alarms by the Sheriff's Department for any building or facility owned by the City.

8.3 Substation Lease. As additional consideration for the services provided under this Agreement, City shall lease the building located at 324 South Gulling Street in City to PCSO for use as a substation, pursuant to the terms and conditions of the Lease pertaining thereto.

## **9. INDEMNIFICATION**

9.1. Claims Arising from Sole Acts or Omissions of County. County does hereby agree to defend and indemnify City, its agents, officers and employees (hereinafter collectively referred to in this paragraph as "City"), from any claim, action or proceeding against City, arising solely out of the acts or omissions of County in the performance of this Agreement. At its sole discretion, City may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve County of any obligation imposed by this Agreement. City shall notify County promptly of any claim, action or proceeding and cooperate fully in the defense.

9.2. Claims Arising From Sole Acts or Omissions of City. The City hereby agrees to defend and indemnify County, its agents, officers and employees, (hereinafter collectively referred to in this paragraph as "County"), from any claim, action or proceeding against County,

arising solely out of the acts or omissions of City in the performance of this Agreement. At its sole discretion, County may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve City of any obligation imposed by this Agreement. County shall notify City promptly of any claim, action or proceeding and cooperate fully in the defense.

9.3. Claims Arising From Concurrent Acts or Omissions. County hereby agrees to defend itself, and the City hereby agrees to defend itself, from any claim, action or proceeding arising out of the concurrent acts or omissions of County and City. In such cases, County and City agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in Section 9.5 below.

9.4. Joint Defense. Notwithstanding section 9.3 above, in cases where County and City agree in writing to a joint defense, County and City may appoint joint defense counsel to defend the claim, action or proceeding arising out of the concurrent acts or omissions of City. Joint defense counsel shall be selected by mutual agreement of County and City. County and City agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as provided in paragraph 9.5 below. County and City further agree that neither party may bind the other to a settlement agreement without the written consent of both County and City.

9.5. Reimbursement and/or Reallocation. Where a trial verdict or arbitration award allocates or determines the comparative fault of the parties, County and City may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments and awards, consistent with such comparative fault.

## **10. SUBROGATION**

10.1 Reciprocal Subrogation. To the extent that County incurs any loss for which it is compensated in whole, or for more than fifty percent of its losses, by City, County shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to City. To the extent that City incurs any loss for which it is compensated in whole, or for more than fifty percent of its loss by County, City shall assign its rights and interest in any claim or cross complaint that it may legally have or be entitled to assert, to County.

10.2 Prosecution of Assigned Claims. To the extent that County or City has assigned its rights and interest in any claim to another Party, the Party receiving the assignment shall timely prosecute any such action in good faith and with reasonable diligence. If any recovery is obtained the Parties shall equitably share in any such recovery to the extent of their interests.

## **11. RIGHT TO AUDIT RECORDS**

Upon reasonable notice, any Party shall have the right to inspect and audit any records maintained by any other Party relevant to this Agreement, to the extent allowed by law.



## **12. SPECIAL EVENT SERVICES**

At the request of City, or at the request of community organizations or private individuals with written concurrence of the City Manager, PCSO may agree to provide extra law enforcement/ security services for special events and functions occurring within the City. If PCSO provides such extra services, it shall do so in the same basis that it provides similar services in the unincorporated areas of the County.

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Chair, Plumas County Board of  
Supervisors  
County of Plumas  
520 Main Street, Room 309  
Quincy, CA 95971

### **City**

Robert Meacher, City Manager  
PO. Box 1225  
Portola, CA 96122

**PCSO**

Greg Hagwood, Sheriff  
PO. Box 1106  
Quincy, CA 95971

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County of Plumas  
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Quincy, CA 95971

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[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have accepted, made and executed this Agreement upon the terms, conditions and provisions above stated the day and year first below written.

**CITY OF PORTOLA**

By: \_\_\_\_\_

Title: City Manager

Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

Title: City Clerk

By: \_\_\_\_\_

Title: Mayor, City of Portola

Date: \_\_\_\_\_

Approved as to Form:

By: \_\_\_\_\_

Title: City Attorney

**COUNTY OF PLUMAS/PLUMAS COUNTY SHERIFF'S OFFICE**

By: \_\_\_\_\_

Title: Sheriff

Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

Title: Clerk of the Board

By: \_\_\_\_\_

Title: Chair of the Board of Supervisors

Date: \_\_\_\_\_

Approved as to Form:

By:  \_\_\_\_\_

Title: County Counsel

**PLUMAS COUNTY OFFICE OF EDUCATION  
PLUMAS EARLY EDUCATION & CHILD CARE COUNCIL  
1446 East Main • Quincy CA 95971 • 530-283-6557 ext 5334**

1B

DATE: May 26, 2017  
TO: The Honorable Board of Supervisors  
FROM: Brenda Lory, Coordinator  
RE: Identification of Local Child Care Priorities

**Recommendation**

By mandate, Local Child Care Planning Councils are required to submit to the Child Care and Development Division the local priorities it has identified that reflect child care needs in our county. We are requesting that the Chair of the Board sign the attached state form, which has been signed by the Superintendent of Schools and the Chair of the Council.

**Background and Discussion**

When legislation does not identify specific target populations or geographic areas to be served in allocating expansion funds, the California Department of Education will use LPC priorities for the purpose of allocating new state and federal funds within each county. For 2017-18, the local priorities have been set as follows:

- **General child care (0-3)**  
Priority 1: Chester, Greenville, Quincy, Graeagle, Portola
- **State preschool (3-5)**  
Priority 1: Quincy, Graeagle  
Priority 2: Chester, Greenville, Portola
- **After-School child care (6 -12)**  
Priority 1: Chester, Greenville, Quincy, Graeagle, Portola

Data calculations are based on the 2012 American Institutes for Research and information from state preschools, FRC, Head Start and the Child Care Resource & Referral Network.

Priorities are based on the percentage of children eligible for state subsidized care and not receiving that care. Zip codes with a priority of 1 have at least 10 eligible children, and at least 50% of eligible children not being served. Zip codes with a priority of 2 have between 35% and 50% of eligible children un-served.

**Plumas County 2017-18  
Recommended Subsidy Priority Zip Codes for Subsidized Education and Care for Children 0-35 months of age**

BOS District (Optional)	Zip Code	City (Optional)	Estimated # of 0 - 35 month olds eligible State-Subsidy in working families	Total Full-Day CCTR Spaces for 0-35 month olds	Total Early Head Start Spaces for 0-35 month olds	Total Blended Funding Spaces for 0 - 35 month olds	Total 0 - 35 month olds in Stage 2 or 3 Voucher Program	Total 0 - 35 month olds in CAP Voucher Program	TOTAL Subsidized Full Day Spaces for 0 - 35 month olds	Estimated Number of Children <i>NOT</i> Served	Estimated % of Children <i>NOT</i> Served	Priority 1	Priority 2	Priority 3	Previous Priority (2015)
2	95947	Greenville	17				1	6	7	10	59%	x			3
4	95971	Quincy	56	8			2	9	19	37	66%	x			1
3	96020	Chester	20				1	1	2	18	90%	x			1
1	96122	Portola	35				1	8	9	26	74%	x			1
5	96103	Graeagle	14					1	1	13	93%	x			n/a
<b>Estimated for County</b>			<b>142</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>25</b>	<b>38</b>	<b>104</b>	<b>73%</b>				

**NOTES**

**Sources:**

Estimates of children eligible for State Subsidy (70% of 2005 State Median Income) from AIR Databrowser  
 Counts of state or federally funded full and part day spaces from LPC Subsidized Slot Survey (Optional)  
 OR counts can be found for CCTR Infants & Toddlers can be found from CD-801A as reported on AIR Databrowser  
 Number of children in Stage 2 & 3 and the CAP Voucher programs from Ca Department of Education, CD-801A as reported on AIR Databrowser  
 Note: Whether a Slot Survey is conducted or not by LPC, Early Head Start Counts must come from the Head Start agencies serving your County

**Plumas County 2017-18**  
**Recommended Subsidy Priority Zip Codes for the CA State Preschool Program**

BOS District (Optional)	Zip Code	City (Optional)	Estimated # of 3 & 4 yr olds eligible for State-Subsidized Preschool	Total Full Day Spaces in CSPP or Head Start Classrooms	Total CSPP or Head Start Part-Day Part Year Spaces	Total 3 & 4 yr olds in Stage 2 or 3 Voucher Program	Total 3 & 4 yr olds in CAP Voucher Program	TOTAL Subsidized Full & Part Time Spaces for 3s & 4s	Number of Children <i>NOT</i> Served in all spaces	% of Children <i>NOT</i> Served	Priority 1	Priority 2	Priority 3	Previous Priority (2015)
2	95947	Greenville	38		16		7	23	15	39%				3
4	95971	Quincy	122	24	17	3	6	50	72	59%	x	x		2
3	96020	Chester	48		16	7	4	27	21	44%		x		2
1	96122	Portola	79		33	3	8	44	35	44%		x		3
5	96103	Graeagle	33	1			2	3	30	91%	x			n/a
Estimated for County			320	25	82	13	27	147	173	54%				

NOTES

**Sources:**

Estimates of children eligible for State Preschool (70% of 2005 State Median Income) from AIR Databrowser  
Counts of state or federally funded full and part day spaces from LPC Subsidized Slot Survey (Optional)  
OR counts for CSPP can be found from Ca Department of Education, CD-801A Monthly Report as reported on AIR Databrowser  
Number of children in Stage 2 & 3 and the CAP Voucher programs from Ca Department of Education, CD-801A Monthly Report as reported on AIR Databrowser  
Note: Whether a Slot Survey is conducted or not by LPC, Head Start Counts must come from the Head Start agencies serving your County

**Plumas County 2017-18**  
**Recommended Subsidy Priority Zip Codes for Subsidized Education and Care for Children 6-12 years of age**

BOS District (Optional)	Zip Code	City (Optional)	Estimated # of 5-12 yr olds eligible for Full-Day Subsidized School Aged Child Care	Total Full Day, Full-Year Spaces in CCTR School-Age Centers	Estimated Part-Day, Part-Year ASES or 21st Century Spaces for 5-12 yr olds (Optional)	Total 5 -12 yr olds in Stage 2 or 3 Voucher Program	Total 5 - 12 yr olds in CAP Voucher Program	TOTAL Subsidized Full & Part Time Spaces for 5 - 12 yr olds	Number of Children <i>NOT</i> Served in all spaces	% of Children <i>NOT</i> Served	Priority 1	Priority 2	Priority 3	Previous Priority (2015)
2	95947	Greenville	66			9	7	7	59	89%	X			1
4	95971	Quincy	203				18	27	176	87%	X			1
3	96020	Chester	80			3	15	18	62	76%	X			1
1	96122	Portola	132			1	13	14	118	89%	X			1
5	96103	Graessle	56				1	1	55	98%	X			n/a
Estimated for County			537	0	0	13	54	67	470	88%				

NOTES

**Sources:** 2014 Estimates of children eligible for CCTR School-Aged care (70% of 2005 State Median Income) from American Institutes for Research (AIR) analysis of American Community Survey, Public Use Microdata (PUMS)  
 Number of children in CCTR, Stage 2 & 3 and the CAP Voucher programs from Ca Department of Education, CD-801A Monthly Report as reported in AIR Early Learning Databrowser  
 Estimate of children in ASES and 21st Century from CDE or County Offices of Education

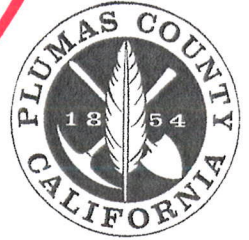


**PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES**

270 County Hospital Road, #109 Quincy, CA 95971

PH (530) 283-6307 FAX (530) 283-6045

W. Robert Brunson, LMFT, Director



**Date:** June 1, 2017

**To:** The Honorable Board of Supervisors

**From:** W. Robert Brunson, Director

*Shelley Evans for*

**SUBJECT:** Agenda Item for June 13, 2017, Board Meeting

**RE:** APPROVE AND AUTHORIZE THE MOU FOR COORDINATION OF SERVICES BETWEEN CALIFORNIA HEALTH AND WELLNESS PLAN.

---

**IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS:** Approve the MOU for coordination of services between California Health and Wellness Plan and county of Plumas.

**BACKGROUND AND DISCUSSION:** MOU w/County of Plumas and California Health and Wellness Plan (CHWP) RE Title 9 of the California code of regulations. Term 6.1.17 Annual Renewal.

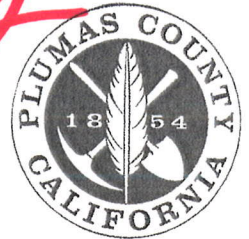
**FINANCIAL IMPACT:** There are no General Fund Dollars involved in the matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.

**PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES**

270 County Hospital Road, #109 Quincy, CA 95971

PH (530) 283-6307 FAX (530) 283-6045

W. Robert Brunson, LMFT, Director



**Date:** June 1, 2017

**To:** The Honorable Board of Supervisors

**From:** W. Robert Brunson, Director

*Shelley C. Brown for*

**SUBJECT:** Agenda Item for June 13, 2017, Board Meeting

**RE:** APPROVE AND AUTHORIZE NEW CONTRACT BETWEEN MENTAL HEALTH AND Keith Miller, CPA

**IT IS RESPECTFULLY RECOMMENDED THE BOARD OF SUPERVISORS:** Approve and execute the FY 2017-2018 contract for \$10,000.00 for Keith Miller, CPA which has been approved to form by County Counsel.

**BACKGROUND AND DISCUSSION:** Provide Audit Services of the Plumas Crisis Intervention Center pursuant to CalMSHA contract.

**FINANCIAL IMPACT:** There are no General Fund Dollars involved in the matter. Any costs associated with this contract are covered by a combination of Federal and State mental health funds.



## PLUMAS COUNTY PROBATION DEPARTMENT

Erin Metcalf CHIEF PROBATION OFFICER

**Date:** June 1, 2017

**To:** The Honorable Board of Supervisors

**From:** Erin Metcalf, Probation Chief

A handwritten signature in black ink, appearing to be "a" followed by a long horizontal stroke.

**Subject:** Agenda Item for June 13, 2017 Board Meeting

**Re:** Approve and Authorize New Contract between Probation and New Beginnings

---

**IT IS RESPECTIFULLY RECOMMENDED THE BOARD OF SUPERVISORS:**

Approve and execute the FY 17/18 contract for New Beginnings two separate contracts for two separate programs same vendor.

New Beginnings Educational Batterer's Program \$15,000.00

New Beginnings Cognitive Behavioral Restructuring Program \$24,480.00

Both contracts were approved to form by County Counsel.

**BACKGROUND AND DISCUSSION:** Provide clients with educational programs.

**FINANCIAL IMPACT:** There are no General Fund dollars involved in these programs. This contract is covered by State funds.





ELLIOTT SMART  
DIRECTOR

DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

(530) 283-6350  
Fax: (530) 283-6368

DATE: MAY 26, 2017

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR JUNE 13, 2017, CONSENT AGENDA

RE: APPROVAL OF THE CALIFORNIA AUTOMATED CONSORTIUM  
ELIGIBILITY SYSTEM AMENDED AND RESTATED JOINT EXERCISE  
OF POWERS AGREEMENT AND MEMORANDUM OF  
UNDERSTANDING FOR PLUMAS COUNTY'S PARTICIPATION IN THE  
CALACES SYSTEM

**It is Recommended that the Board of Supervisors**

1. Approve and authorize the Board Chair to sign three copies of the enclosed Joint Powers Agreement which provides for governance of the CALACES Consortium.
2. Approve and authorize the Board Chair to sign the enclosed Memorandum of Understanding between Plumas County and the CALACES Consortium.

**Background and Discussion**

In the late 1980's it was the State Legislature's goal to create a statewide automated welfare processing system. Under the plan in place at that time, a single automated welfare eligibility determination software platform would operate on a statewide network linking all of California's 58 counties.

To enable the creation of a single system that would function in differing processing environments, the Legislature approved and funded three pilot projects to create the proposed system. The three projects were to be developed by consortiums of counties. The Legislature also approved an entirely separate processing system for Los Angeles County. The eventual goal was to take the best elements of the three pilots the Los Angeles system and to collapse them into the envisioned single system.

Plumas County, along with 35 other small to medium-small counties formed a consortium and joined together to implement one of the pilot systems referred to as the

Interim Statewide Automated Welfare System or ISAWS. That system became operational in our Department of Social Services in 1996.

As the eventual goal was to reduce the number of systems, it became clear by 2000 that the ISAWS pilot would not be suitable for longer term statewide implementation. The primary limitation of ISAWS was that it was built on antiquated software that fewer and fewer programmers were conversant in.

With these and other issues present, the 35 ISAWS consortium counties determined that it would be necessary to move to one of the other two remaining pilot systems. On March 13, 2007, after receiving a report from the Department of Social Services, your Board approved joining the C-IV Consortium and authorized the execution of a formal agreement to complete the process. Those agreements were subsequently amended and restated on March 2, 2010.

During that same period, Los Angeles County was negotiating with the Legislature and with software developers to create a replacement for the single processing system that had previously been approved for them at the same time ISAWS was approved.

Recognizing this and still in pursuit of the creation of a single statewide processing system, in 2011 the Legislature adopted ABX 1 16 codified in Welfare and Institutions Code Section 10823. This legislation required the prior 39 C-IV counties to migrate to a system jointly designed by the C-IV counties and Los Angeles County. It further required that the migration result in a new consortium formed of those 40 counties.

The replacement system for the new 40-County consortium will be called the California Automated Consortium Eligibility System or CALACES. While the system is still in the development phase, a significant element of forming the Consortium includes creating the new governance structure for it. That is what brings the Department before your Board.

The enclosed documents include a Joint Exercise of Powers agreement that defines the governance of the consortium. The Memorandum of Understanding describes the relationship of the member counties to the consortium. It is recommended that the Board approve the enclosed agreement and authorize the Board Chair to sign them.

### **Other Agency Involvement**

The enclosed Joint Exercise of Powers Agreement and Memorandum of Understanding were initially created by legal staff from Los Angeles County and from a working group of legal staff representing the 39 C-IV counties. The documents were subsequently reviewed by legal counsel from the 39 C-IV counties including the Plumas County Counsel and were revised. The Department's understanding is that the documents before your Board today will be signed off by all Consortium member counties.

### **Financial Impact**

There is no financial impact to either the County or to the Department of Social Services in connection with executing these agreements. Funding for operating the CALACES system comes from the state directly to the Consortium. It is not a part of the Department of Social Services budget.

### **Other Agency Involvement**

Plumas County Counsel, Craig Settlemyre, worked with a team of County Counsels to address several concerns that some counties had with the original draft of the documents, in particular, the Joint Powers Agreement. Because each of the 40 members of the Consortium must sign the same agreement, the team worked with Counsel to the Consortium to make a few modifications. Those changes were accepted by the Consortium Counsel and the agreement has been approved as to form.

Copy: DSS Managers (Memo Only)  
R. Craig Settlemyre, County Counsel (Memo Only)

Enclosures:

Memorandum of Understanding (3 copies)  
Joint Exercise of Powers Agreement (3 copies)



ELLIOTT SMART  
DIRECTOR

DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

(530) 283-6350  
Fax: (530) 283-6368

DATE: MAY 24, 2017

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR JUNE 13, 2017, CONSENT AGENDA

RE: AUTHORIZATION TO FILL A VACANT AND FUNDED SOCIAL WORKER  
I/II/III AS SOON AS ADMINISTRATIVELY POSSIBLE

**It is Recommended that the Board of Supervisors**

1. Authorize the Department of Social Services to fill a 1.00 FTE vacant and funded Social Worker I/II/III position as soon as administratively possible.
2. Authorize the Department of Social Services to fill any other vacancies created if the position approved in 1. above is filled via internal promotion.

**Background and Discussion**

The Department of Social Services has received notice that an incumbent Social Worker I/II/III will be leaving her position with the Department effective June 9, 2017. As is explained in more detail in the accompanying documents, this position is assigned to the Department's Child Welfare Services programs. These programs for children and parents who are in the child welfare and child protection system are a set of mission critical services that are targeted to keeping abused and neglected children safe from harm.

The Department has 5.00 FTE Social Worker I/II/III positions assigned to Child Welfare programs. In an average month the Department receives about fourteen requests for investigation of child abuse or neglect. We confirm over half of them while others may remain under investigation. On average, the Department serves 76 children per month in the Child Welfare programs. Due to recent changes in State law, some children can remain in the system beyond their eighteenth birthday when, for example, they are pursuing higher education goals or other activities.

**Financial Impact**

Child Welfare Service programs were realigned to Counties in the 2011 Public Safety Realignment. The 2011 realignment shifted both the programs and their costs to counties but also shifted revenue sources to pay for them. The current funding sources are 50% Federal funds, 35% 2011 Realignment and 15% 1992 Realignment. For Social Services, the realignment has been largely successful. As a result of realigning these programs, approval of this request has no impact on the County General Fund.

Enclosures



## QUESTIONS FOR STAFFING CRITICAL POSITIONS WHICH ARE CURRENTLY ALLOCATED.

### Position: Social Worker – Child Protective Services

- Is there a legitimate business, statutory or financial justification to fill the position?

**Answer: Yes. Child Protective Services is a state mandated program.**

- Why is it critical that this position be filled prior to the adoption of the County's budget?

**Answer: The position is assigned duties that include public protection, specifically providing services to abused and neglected children.**

- How long has the position been vacant?

**Answer: This position became vacant on June 9, 2017 due to the resignation of the prior incumbent .**

- Can the department use other wages until the budget is adopted?

**Answer: No.**

- What are staffing levels at other counties for similar departments and/or positions?

**Answer: Staffing levels for this program are a function of the allocation of state general fund dollars for the position. Currently, the state provides funding for six social workers in Plumas County for this program.**

- What core function will be impacted without filling the position prior to July 1?

**Answer: Children may not be protected from abuse leading to potential tragic circumstances.**

- What negative fiscal impact will the County suffer if the position is not filled prior to July 1?

**Answer: This position is funded by Federal and Realignment dollars. The Realignment dollars allocated to this program may not be used for other programs.**

- A non-general fund department head need to satisfy that he/she has developed a budget reduction plan in the event of the loss of future state, federal or local funding? What impact will this reduction plan have to other County departments?

**Answer: The Department has developed a variety of budget reduction strategies that are dependent upon state policy decisions. Other Departments could be impacted by such reduction strategies. Currently Child Welfare Services is not among the programs impacted by proposed reductions in the State's budget.**

- Does the department expect other financial expenditures which will impact the general fund and are not budgeted such as audit exceptions?

**Answer: No.**

- Does the budget reduction plan anticipate the elimination of any of the requested positions?

**Answer: No.**

- Departments shall provide an estimate of future general fund support for the next two years and how the immediate filling of this position may impact, positively or negatively, the need for general fund support?

**Answer: The Department does not presently utilize General Fund dollars. Filling this position does not change that.**

- Does the department have a reserve? If yes, provide the activity of the department's reserve account for the last three years?

**Answer: Yes. The Department does have a reserve. The balance fluctuates depending upon a number of factors including whether or not the State achieves the base amount of collection for any given year.**

**Position Classification:** Social Worker I/II/III

**FTE:** 1.00

**Budgeted Position:** Yes

CWS is funded through Federal (50%), 2011 Realignment (35%) and 1991 Realignment (15%) dollars for the basic program.

This allocation of 2011 Realignment funds is specifically for Child Welfare Services. It cannot be spent on other programs.

**Mandated Program:** Yes.

Child Welfare Services is a state-mandated, county-administered public protection program. The mandate for Child Protective Services is found at Welfare and Institutions Code Section 16500, *et seq.* The mandated services include 24 hour, 7 days per week emergency response services for allegations of abuse or neglect of children, case management services to families whose children are removed from the home (including mandatory visits to both children and parents), reunification services to reunite families, and permanency services when reunification avenues are exhausted.

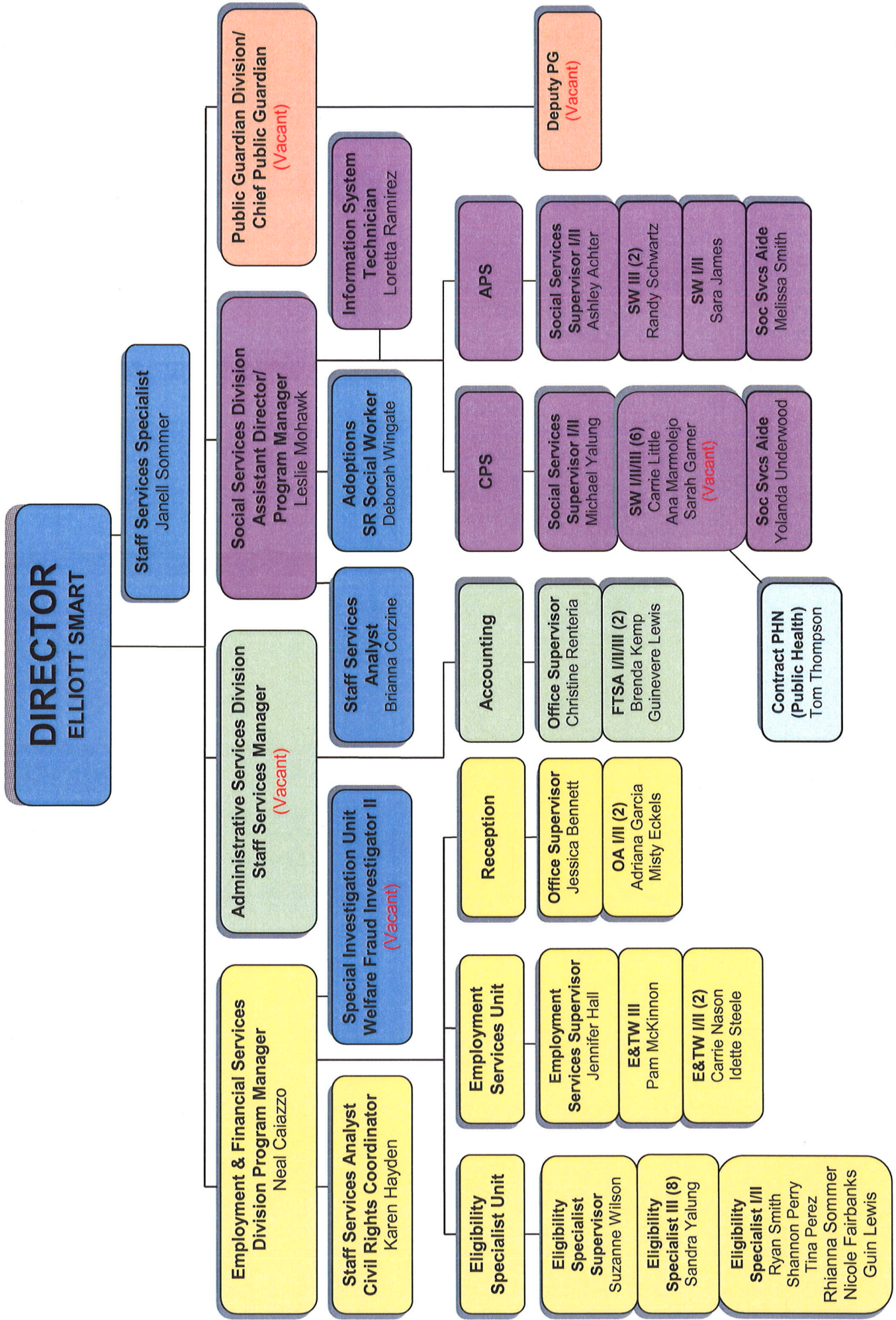
**Position Description:**

This position is responsible for the investigation of allegations of abuse or neglect of children. The incumbents also perform case management activities that support mitigation of the systemic family elements that have led to abuse or neglect of children. A significant component of the job includes reporting to the Plumas County Superior Court regarding the status of families who have had children removed from their care and custody. There is typically a significant amount of interaction with community based partner organizations that work with the Department towards goals associated with strengthening families.

**Funding Sources:**

The funding to support these positions comes from federal pass through dollars and county 1991 and 2011 Realignment dollars. There is no cost to the County's General Fund associated with this position.

# PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES & PUBLIC GUARDIAN







ELLIOTT SMART  
DIRECTOR

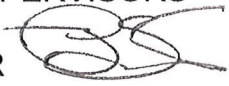
DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

(530) 283-6350  
Fax: (530) 283-6368

DATE: JUNE 5, 2017

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR   
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD ITEM FOR JUNE 13, 2017, CONSENT AGENDA

RE: RATIFY A CONTRACT WITH APRIL BEY, Ph.D. TO PROVIDE  
PSYCHOLOGICAL EVALUATIONS AND WRITTEN REPORTS FOR  
DESIGNATED ADULTS AND/OR THEIR CHILDREN WHO ARE IN THE  
CHILD WELFARE SYSTEM

**It is Recommended that the Board of Supervisors**

1. Ratify a contract agreement between the Department of Social Services and April Bay, Ph.D. for psychological evaluations of parents who are in the Child Welfare system.
2. Authorize the Director of the Department of Social Services to sign the agreement as the Board's designee.
3. Authorize the Department of Social Services to execute up to three additional extensions of the agreement at the end of each term subject to an agreement between the parties regarding compensation.

**Background and Discussion**

When children come into the Child Welfare system because they have been abused or neglected the Juvenile Court may, at its discretion, determine that there is a need for a psychological evaluation of the child's parent(s). Under some circumstances it becomes necessary to seek such evaluations from a source that is outside the county system. This could occur, for example, if the County Behavioral Health Department has a conflict because they've had prior contact with the family for other reasons. When this occurs, the Department has relied on independent contractors to undertake this work.

The matter that is before your Board is to approve an agreement with April Bey, Ph.D. to assist the Department with some of these evaluations. Ms. Bey has had an existing relationship with the Department in this capacity for several years.

It is recommended that the Board approve the enclosed agreement and authorize the Director of the Department of Social Services to sign the agreement as the Board's designee. Additionally, it is requested that the Department be authorized to execute up to three additional extensions of the agreement at the end of each term subject to an agreement between the parties regarding compensation.

### **Financial Impact**

In accordance with the contract terms, the Department will compensate Ms. Bey at the rate of \$2,500 for each complex parental capacity evaluation. Should there be additional children involved, there would be a requirement for an additional \$250 for each. The maximum compensation available for the current term is not to exceed \$15,000.

There is sufficient funding in the Department's budget appropriation for Professional Services to cover the cost of this agreement for the current term. Funding for this expense comes from the Department's allocation of 2011 Realignment for Children's Protective Services. There is no impact to the County General Fund.

### **Other Agency Involvement**

The Office of County Counsel has reviewed the proposed agreement and has approved it as to form.

Copies: DSS Management Staff (cover memo only)

Enclosure

# Plumas County Department of Information Technology



County Courthouse, 520 Main Street, Room 208  
Quincy, California 95971  
Phone: (530) 283-6263  
Fax: (530) 283-0946

David M. Preston  
Information Systems Manager

DATE: June 13, 2017  
TO: Honorable Board of Supervisors  
FROM: Dave Preston, Information Systems Manager

SUBJECT: **CONSENT AGENDA ITEM FOR THE MEETING OF JUNE 13, 2017 RE:  
APPROVAL OF PAYMENT FOR SOFTWARE SUPPORT WITHOUT CONTRACT.**

It is recommended that the Board:

1. Approve Item 1 below.

**Item 1:** Approval of payment for software maintenance/support as specified below.

## **Background and Discussion:**

Information Technology budgets for and pays software maintenance and support fees annually for software products used by Plumas County. Paying these support fees allows Plumas County access to all software updates and technical support for the specified products. Custom written or specialized software systems have a contract approved by both the County and the Vendor under which the specifics of the maintenance agreement are defined. Many other software packages are used by Plumas County that are not custom written. These packages have no specific contract and are considered "shrink-wrapped" or off the shelf systems. In order to pay these support fees we ask to Board to approve payment of these claims without a signed service contract. Specifically we ask the Board to approve the following payments.

<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
Development Group	Ironport email security software	\$ 20,493.31

These funds have been budgeted as part of the 2016/2017 IT budget.

16

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
COUNTY OF PLUMAS  
AND THE  
QUINCY FRIENDS OF THE PLUMAS COUNTY LIBRARY**

THIS MEMORANDUM OF UNDERSTANDING (hereinafter referred to as the "MOU") is made and entered into this 13<sup>th</sup> day of June 2017, by and between the County of Plumas, a political subdivision of the State of California (hereinafter referred to as "COUNTY") and the Quincy Friends of the Plumas County Library, a California non-profit corporation (hereinafter referred to as "SPONSOR") and collectively referred to as the "Parties".

**RECITALS**

**WHEREAS**, the SPONSOR desires to pay for extended library hours, specifically for the opening of the Quincy library branch for four hours every Saturday; and

**WHEREAS**, the COUNTY is willing to offer such Saturday hours in exchange for the payments from the SPONSOR.

**TERMS**

**NOW, THEREFORE**, the parties do hereby agree as follows:

**1. Responsibilities of the Parties**

- a. The COUNTY shall open and operate the Quincy library branch every Saturday beginning July 1, 2017, (with the exception of September 2, 2017, November 25, 2017 and December 23, 2017) and ending at 3:00 P.M. on June 30, 2018. Saturday hours at the Quincy library branch during this term shall be from 11:00 A.M. through 3:00 P.M.;

The SPONSOR shall pay up to a total amount of **\$3,500.00** to the COUNTY for FY2017-18, paid quarterly in arrears as reimbursement for the COUNTY's operating expenses in offering the above-described Saturday hours.

**2. Term of MOU**

This MOU will become effective upon signatures of both parties and will terminate on June 30, 2018, at 3:00 P.M., unless amended, extended, or terminated pursuant to the terms of this MOU.



### **3. Indemnity**

Each party hereto shall indemnify, defend and hold harmless the elected or appointed governing body, the agents, representatives, and employees of the other party hereto, from any liability or claims of liability for damages to persons or property arising out of, or resulting from, any negligent or willful act or omission of the indemnifying party in the performance or failure to perform any action or activity contemplated, necessary, or authorized under this MOU.

### **4. Termination**

This MOU may be terminated as follows:

- a. By mutual agreement of the COUNTY and SPONSOR upon such terms and conditions as may be agreed upon.
- b. By either party at any time without cause by delivering written notice to the other party at least thirty (30) days in advance of the proposed date of termination.
- c. If the MOU is terminated pursuant to this Section, neither party may nullify obligations already incurred for performance of services prior to the date of notice or, unless specifically stated in the notice, required to be performed through the effective date of termination. Any notice of termination will incorporate necessary transition arrangements and will comply with all such arrangements.

### **5. Entire MOU**

This MOU contains the entire agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

### **6. Applicable Law/Venue**

The laws of the United States and the State of California will govern this MOU. This MOU is made in Plumas County, California. The venue for any legal action in state court filed by either party to this MOU for the purpose of interpreting or enforcing any provision of this MOU shall be in the Superior Court of California, County of Plumas

### **7. Severability**

If any provision of this MOU, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOU.

### **8. Entirety of Contract**

This MOU, including any documents expressly incorporated by reference whether or not attached hereto, constitutes the entire agreement between the parties relating to the subject of this MOU and supersedes all previous agreements, promises, representations, understandings and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

9. **Attorney's Fees**

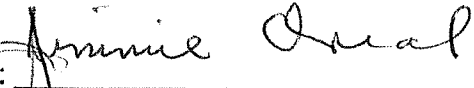
In the event that either party commences legal action of any kind or character to either enforce the provisions of this MOU or to obtain damages for breach thereof, the prevailing party in such litigation shall be entitled to all costs and reasonable attorney's fees incurred in connection with such action.

IN WITNESS WHEREOF, COUNTY and SPONSOR have executed this MOU on the

\_\_\_\_\_ day of \_\_\_\_\_, 2017.

**SPONSOR:**

Quincy Friends of the Plumas County Library

By:   
\_\_\_\_\_  
~~Sherry Kuntler~~, President  
JIMMIE ONEAL

By:   
\_\_\_\_\_  
~~Jimmie O'Neil~~, Director  
BEV MCCOLE

**COUNTY:**

By: \_\_\_\_\_  
Sherrie Thrall, Chair  
Plumas County Board of Supervisors

**Approved as to Form**

By:   
\_\_\_\_\_  
R. Craig Settlemyre  
Plumas County Counsel



## **DEPARTMENT OF FACILITY & AIRPORT SERVICES**

198 ANDY'S WAY, QUINCY, CALIFORNIA 95971-9645  
(530) 283-6299 FAX: (530) 283-6103

**Dony Sawchuk**  
**Director**

Board Meeting: June 13, 2017

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: **Approve Construction Agreement in the amount of \$2,226,660.00 with Meyers Earthwork, Inc., for Reconstruction of Runway 7/25, Taxiway Connectors and Raising Edge Lights at Gansner Field Airport, Quincy CA., and authorize the Director of Facility Services & Airports to sign Agreement**

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### **Background**

Plumas County Airports has received FAA Grant Funding in the amount of \$2,276,448.00 for the following project:

1. Reconstruct Runway 7/25 (approximately 4,100 LF); Reconstruct Taxiway Connectors A1, A2, A3 and A4 (approximately 400 LF); Raise Runway 7 /25 Edge Lights (approximately 16 inches from 14 inches AGL to 30 inches AGL)

Bids were opened on Thursday, May 5, 2016, for the subject project at Gansner Field, Quincy, Plumas County, California. Three bids were received.

Meyers Earthwork, Inc., was the low bidder for the Base Bid and for the Base Bid plus Additive Alternate 1 with a Base Bid of \$1,363,190 and an Additive Alternate 1 bid of \$863,470, for a total of \$2,226,660, which is \$70,390 below the Engineer's Estimate. Plumas County is desirous of awarding the contract to Meyers Earthwork for the Base Bid plus Additive Alternate No. 1 in the amount of \$2,226,660.

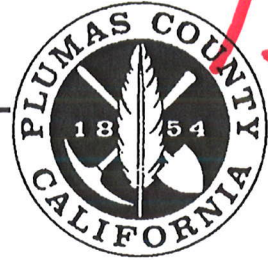
### **Recommendation**

Approve Construction Agreement in the amount of 2,226,660.00 with Meyers Earthwork, Inc., for Reconstruction of Runway 7/25, Taxiway Connectors and Raising Edge Lights at Gansner Field Airport, Quincy CA., and authorize the Director of Facility Services & Airports to sign Agreement

The above referenced agreement has been "Approved as to Form" by County Counsel and is on file with the Clerk of the Board.

# PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

1834 East Main Street, Quincy CA 95971 – Phone (530) 283-6268 Facsimile (530) 283-6323  
Robert A. Perreault Jr., Director Joe Blackwell, Deputy Director



## CONSENT AGENDA REQUEST

for the June 13, 2017 Meeting of the Plumas County Board of Supervisors

Date: June 5, 2017

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in black ink, reading "Robert A. Perreault".

Subject: Authorize execution of Amendment No. 2 to the Professional Services Agreement between the County of Plumas and MGE Engineering, Inc. for additional funding in the amount of \$28,602.00 necessary to update and complete state and federal permits, complete bid documents, and provide bid assistance and construction support for the Snake Lake Road Bridge.

### Background:

The "County" and the "Consultant" have mutually identified the need for an amendment to the professional services contract PWRD 11-072. This amendment addresses additional funding to update and complete the necessary environmental documentation required by CEQA and NEPA, complete final design, and provided bid assistance and construction support for the Snake Lake Road Bridge.

The update to the environmental documentation was necessary due to U.S. Fish & Wildlife's findings involving the Sierra Nevada yellow-legged frog.

The amendment adjusts specific task order budgets to account for the cost necessary to complete remaining tasks. The attached amendment provides the specific task order budget amendments.

Caltrans has reviewed and approved the scope of work and an additional \$28,602 will be added into the Federal Highway Bridge Program for the project in the October 2017 programming update. The Department of Public Works has the project budgeted under Work Order #470 in the FY 16/17 budget.

All other provision of the Professional Services Agreement will remain unchanged.

### Recommendation by Public Works:

The Director of Public Works respectfully recommends that the Board of Supervisors authorize the Chair of the Board of Supervisors and the Director of Public Works to execute Amendment No. 1 to the Professional Services Agreement between the County of Plumas and MGE Engineering, Inc. for an additional amount of \$28,602.00 necessary to update and complete state and federal permits, complete bid documents, and provide bid assistance and construction support for the Snake Lake Road Bridge.

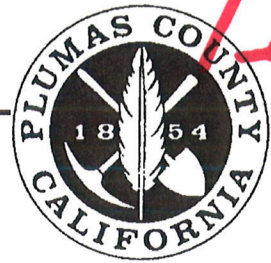


# PLUMAS COUNTY PUBLIC WORKS DEPARTMENT

1834 East Main Street, Quincy CA 95971 – Phone (530) 283-6268 Facsimile (530) 283-6323

Robert A. Perreault Jr., Director

Joe Blackwell, Deputy Director



## CONSENT AGENDA REQUEST

for the June 13, 2017 meeting of the Plumas County Board of Supervisors

June 5, 2017

To: Honorable Board of Supervisors

From: Robert Perreault, Director of Public Works

A handwritten signature in blue ink, reading "Robert A. Perreault".

Subject: Adoption of Resolution authorizing execution of Caltrans' Cooperative Agreement #02-0159 for utilization of County Route A13 as a detour during the Construction of the Lake Almanor Spillway Bridge Replacement Project - Detour.

### Background:

Pursuant to California Streets and Highways Code (SHC) Section 93, Caltrans is authorized to construct, maintain and direct State Highway traffic onto a detour as may be necessary to facilitate movement of traffic where State highways are closed or obstructed by construction or otherwise.

The California Department of Transportation is proposing replacement of the existing Lake Almanor Spillway Bridge (Br # 09-0044). The new bridge will be built on the existing alignment, and will address the chloride contamination and seismic deficiency issues of the existing structure. A map of the proposed Spillway Bridge Replacement project is attached for your reference.

To facilitate the development of this project, Caltrans will be constructing a temporary detour between the existing bridge and Lake Almanor. Construction of this detour will require the temporary closure of a portion of SR89. This will require State highway traffic to be detoured onto County Route A13 for a period of no more than 45 days.

In anticipation of increased traffic caused by the detouring of State Highway traffic onto County Route A13, Caltrans will pay Plumas County a lump sum amount of \$35,000 under Cooperative Agreement #02-0159. This amount will reimburse County for wear and tear incurred on County Route A13 while under Caltrans use for all reasonable additional expenses incurred by County in maintaining said local roadway as a detour and upon the completion of such usage, the costs of restoring the detour to its former condition.

A copy of Cooperative Agreement #02-0159 and the resolution executing said agreement is attached.

County Counsel has reviewed and approved as to form the attached resolution and Cooperative Agreement #02-0159.

Recommendation:

The Director of Public Works respectfully recommends that the Board of Supervisors vote to:

- 1) Authorize the Chair to execute the Cooperative Agreement for the Lake Almanor Spillway Bridge Replacement Project – Detour, and
- 2) Adopt the attached Resolution for the same project.

Attachments: Cooperative Agreement No. 02-0159  
Resolution Executing Cooperative Agreement No. 02-0159  
Map of Lake Almanor Spillway Bridge Replacement Project-Detour.



# Plumas County Public Health Agency

270 County Hospital Road, Quincy, California 95971

Mimi Khin Hall, MPH, CHES, Director

Mark Satterfield, M.D., Health Officer

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<input type="checkbox"/> Administration & Health Education Suite 206 Quincy, CA 95971 (530) 283-6337 (530) 283-6425 Fax	<input type="checkbox"/> Clinic & Nursing Services Suite 111 Quincy, CA 95971 (530) 283-6330 (530) 283-6110 Fax	<input type="checkbox"/> Senior Nutrition & Transportation Suite 206 Quincy, CA 95971 (530) 283-3546 (530) 283-6425 Fax	<input type="checkbox"/> Veteran's Services Office Suite 206 Quincy, CA 95971 (530) 283-6275 (530) 283-6425 Fax
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**To:** Honorable Board of Supervisors

**From:** Mimi Khin Hall

**Agenda:** Item for June 13, 2017

**Item Description/Recommendation:** Authorize and direct the Director of Human Resources to recruit and fill 1.0 FTE Program Chief Position. This position is vacated due to the promotion of current staff member effective May 28, 2017.

**Background Information:** Public Health is currently allocated 1.0 FTE for the position of Program Chief. The Public Health Agency Budget fully funds salary and benefits for this position. No county general funds are required since these positions are fully funded through programs within the Public Health Agency.

The Program Chief is responsible to plan, organize, and supervise the functions, services, and programs of the Plumas County Health Services Division; to be responsible for the development and evaluation of health education and outreach programs and services; to provide Administrative leadership; to represent Health Services with state, local and community organizations and other government agencies; and to do related work as required. The incumbent works closely with the Public Health Director in the development and administration of public health programs.

The roles and responsibility of the Program Chief is to provide oversight for the development of state and federally required data, reports, financial plans, statistical analysis, policies and procedures, and contract management; reviewing and analyzing legislation and determining effects on organizational procedures and operations; and assures department's compliance with state and federal laws, department goals and objectives, and county policies and procedures.

Please contact me if you have any questions, or need additional information.



Resolution No.

2

**Designating the Plumas County Arts Commission (also known as Plumas Arts) as the Local Cultural Planning Agency for Plumas County and authorizing an application to the California Arts Council State-Local Partnership Program**

WHEREAS, the California Arts Council and the California State Legislature have established a State-Local Partnership Program designed to encourage local cultural planning, partnering and decision making and to reach previously under-served constituents; and

WHEREAS, Plumas Arts has served Plumas County as the local arts planning, partnering and programming designee to California Arts Council State-Local Partnership Program the with exemplary programming and service since 1981; and

WHEREAS, Plumas Arts has continuously provided arts programs and services in all communities of Plumas County and to other cultural and tourism organizations to further the arts, community, economy and quality of life

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Plumas, State of California, that the board does hereby designate Plumas Arts to serve as Plumas County's local art planning and programming agency and authorizes the current application to the California Arts Council State-Local Partnership Program.

The foregoing resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California at a regular meeting of said board held on the **13<sup>th</sup> of June 2017**

AYES: Supervisors:

NOES: Supervisors:

ABSENT: Supervisors:

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Chairman, Board of Supervisors

ATTEST:

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Clerk of said Board of Supervisors





4

## PLUMAS COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

**DATE:** June 13, 2017

**TO:** Honorable Chair and Board Members of the Plumas County Flood Control and Water Conservation District

**FROM:** Randy Wilson, Plumas County Planning Director *RW*

**RE:** Request for approval by the Plumas County Flood Control and Water Conservation District (PCFCWCD) to consent to assigning all rights and duties under the existing contract with Uma Hinman Consulting for support services to the Upper Feather River Integrated Regional Water (UFRIRWMP) Management Plan Program to Uma Hinman and Associates Consulting and authorize the Chair of the PCFCWCD to sign the letter.

### Background:

On February 7, 2017 the Plumas County Flood Control and Water Conservation District Board approved a Professional Services Agreement with Uma Hinman Consulting to provide continuing professional support services related to the updated Upper Feather River Integrated Regional Water Management Plan (IRWM).

### STAFF COMMENT:

Uma Hinman informed staff that she has changed the name of her business and has incorporated her business. The new business name is Uma Hinman and Associates Consulting. As a result of this business name change there is a need to the Plumas County Flood Control and Water Conservation District Board to consent for the assignment of all rights and duties from Uma Hinman Consulting to Uma Hinman and Associates Consulting.

Staff discussed with County Counsel as to how to make the name change and Counsel suggested a letter from Uma Hinman explaining the business name change and to which contains an approval of assignment of all rights and duties. The letter is attached to this memo.

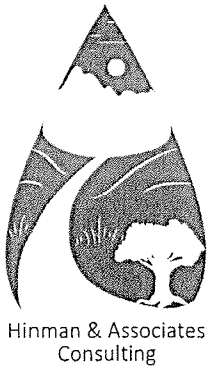
### Actions for Consideration

Staff recommends that the Board of the Plumas County Flood Control and Water Conservation District take the following action:

- I. Approve the request consenting to assigning all rights and duties under the existing contract with Uma Hinman Consulting for support services to the Upper Feather River Integrated Regional Water (UFRIRWMP) Management Plan Program to Uma Hinman and Associates Consulting and authorize the Chair of the PCFCWCD to sign the letter.

Attachments:

Letter from Uma Hinman and Associates Dated May 26, 2017.



May 26, 2017

Randy Wilson, Co-Director  
Plumas County Flood Control and Water Conservation District  
555 Main Street  
Quincy, CA 95971

RE: Change in Business Name and Structure

Dear Mr. Wilson,

I have incorporated my sole proprietorship known as Uma Hinman Consulting and request that Plumas County Flood Control and Water Conservation District consent to assigning all rights and duties under the existing contract for "UFRIRWM Support Services", dated February 8, 2017, to Hinman & Associates Consulting Inc., a California Corporation. Services will continue to be provided by the same personnel as have provided services under Uma Hinman Consulting. There is no change to address, phone, or email contact information.

By signing the statement below, Plumas County Flood Control and Water Conservation District acknowledges the change in name and business structure and consents to the assignment of the contract.

Sincerely,

A handwritten signature in black ink, appearing to read "Uma Hinman".

Uma Hinman  
President

---

The Plumas County Flood Control and Water Conservation District acknowledges receipt of the foregoing letter and hereby consents to the assignment of all rights and duties under the above-described contract with Uma Hinman Consulting, a sole proprietorship, to Hinman & Associates Consulting, Inc., a California corporation.

Dated: \_\_\_\_\_

Plumas County Flood Control and Water Conservation District  
A special district of the State of California

By \_\_\_\_\_

Lori Simpson, Chair

PO Box 1251  
Cedar Ridge, CA 95924  
(916) 813-0818  
uhinman@comcast.net  
umahinman.com


5

QUINCY LIGHTING DISTRICT  
c/o PLUMAS COUNTY ENGINEERING DEPARTMENT  
555 West Main Street • Quincy, CA 95971 • (530) 283-6222 • Fax (530) 283-6135  
Robert A. Perreault, Jr., P.E. County Engineer and Manager, QLD

**AGENDA REQUEST**

For the June 13, 2017 meeting of the Plumas County Board of Supervisors

June 5, 2017

To: Honorable Governing Board of the Quincy Lighting District (QLD)  
From: Robert Perreault, Manager, QLD   
Subject: Adopt a Resolution requesting that the County Clerk conduct an election to consider a special parcel tax for the Area served by the Quincy Lighting District (QLD).

Discussion and possible action.

**Background:**

An Engineer's Report has been prepared and is schedule for consideration by the Governing Board on June 6, 2017. The Engineer's Report identifies the need for an election to take place to approve special parcel tax. Attached is a proposed Resolution that requests the Plumas County Clerk to conduct said election. This tax rate was determined to be \$31.34 for one year and \$18.56 thereafter per parcel per year.

In regard to adoption of the draft Resolution, it is noted that a Notice of Public Hearing has been scheduled for publication in the June 7, 2017 edition of the local newspaper.

**Recommendation:**

The Manager of QLD respectfully recommends the Governing Board vote affirmatively to adopt a resolution requesting that the County Board of Supervisors authorize the County Clerk to conduct an election to consider a special parcel tax for the Area served by the QLD.

Attachment: Resolution

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE QUINCY LIGHTING DISTRICT, STATE OF CALIFORNIA, REQUESTING SERVICES OF PLUMAS COUNTY CLERK RELATING TO THE CONDUCTING OF AN ELECTION.**

**WHEREAS**, the Board of Directors of the QUINCY LIGHTING DISTRICT have adopted their Resolution No. \_\_\_\_, "RESOLUTION OF THE BOARD OF DIRECTORS OF THE QUINCY LIGHTING DISTRICT, STATE OF CALIFORNIA, PROPOSING A SPECIAL TAX FOR STREET LIGHTING SERVICES AND CALLING FOR AN ELECTION TO APPROVE THE LEVY OF SUCH SPECIAL TAX;"

**WHEREAS**, pursuant to Section 10002 of the California Elections Code, this Board may request that the Board of Supervisors of Plumas County permit the Plumas County Clerk to render services to the QUINCY LIGHTING DISTRICT relating to the conduct of an election and reimburse the County in full for such services,

**NOW, THEREFORE BE IT RESOLVED** by the Board of Directors of the QUINCY LIGHTING DISTRICT that:

1. The Board of Supervisors of the County of Plumas is hereby requested to permit the Plumas County Clerk to render the services described below relating to the conduct of an election on November 7, 2017.

2. That there shall be submitted to the qualified electors of the QUINCY LIGHTING DISTRICT the following proposition:

"Shall the Quincy Lighting District be authorized to adopt a special tax on each parcel of real property within the District in an amount not to exceed \$31.34 for the year July 1, 2018, to June 30, 2019, and then in an amount not to exceed \$18.56 each year after July 1, 2019, to be effective and collected with Plumas County general property taxes with the proceeds from such taxes deposited to a special fund to be used to provide or enhance street lighting services within the District; and shall the appropriations limit of the District required by Article 13B of the California Constitution be increased by the amount of the annual proceeds of this special tax? The Board of Directors shall have the discretion to levy the special tax at a lower rate."

3. The election shall be consolidated with the Uniform District Election to be held on November 7, 2017.

4. All persons qualified to vote at a District election in the QUINCY LIGHTING DISTRICT upon the date of election provided herein shall be qualified to vote on the proposition submitted at the District election called for by Resolution No. \_\_\_\_ of the QUINCY LIGHTING DISTRICT.

5. The ballots for the election shall be provided in the number prescribed by law and in the form prescribed by the County Clerk.

6. The County Clerk shall perform all functions necessary to conduct a proper and lawful election.

7. The Plumas County Clerk shall canvass the returns of the election and declare the results upon completion of the official canvass.

8. If, at the election, it shall appear that a two-thirds majority of the votes cast on the proposition were in favor of the proposition and in favor of adopting the special tax stated therein, then the proposition shall be deemed to be accepted and approved by the qualified voters and the QUINCY LIGHTING DISTRICT thereafter may cause to be levied a special tax in the amount not to exceed the amount set forth in the proposition and increase the appropriations limit of the QUINCY LIGHTING by the amount of the proceeds from the special tax.

9. Pursuant to Section 10002 of the Elections Code, the QUINCY LIGHTING DISTRICT shall reimburse the County of Plumas in full for service performed as requested by this resolution upon presentation of a bill to this District.

The foregoing Resolution was duly passed and adopted by the Board of Directors of the Quincy Lighting District, at a regular meeting of said Board held on June 13, 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

Quincy Lighting District  
a political subdivision of the State of California

---

Lori Simpson, Chair,  
Board of Directors

**ATTEST:**

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Nancy DaForno,  
Clerk of Board of Directors

[Y:\Resolutions and Ordinances\Quincy Lighting District Special Tax Resolution Requesting Election Services 20170526.doc]



## 6

Attachment: Resolution

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT MILLS LIGHTING DISTRICT, STATE OF CALIFORNIA, REQUESTING SERVICES OF PLUMAS COUNTY CLERK RELATING TO THE CONDUCTING OF AN ELECTION.**

**WHEREAS**, the Board of Directors of the CRESCENT MILLS LIGHTING DISTRICT have adopted their Resolution No. \_\_\_, "RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENT MILLS LIGHTING DISTRICT, STATE OF CALIFORNIA, PROPOSING A SPECIAL TAX FOR STREET LIGHTING SERVICES AND CALLING FOR AN ELECTION TO APPROVE THE LEVY OF SUCH SPECIAL TAX;"

**WHEREAS**, pursuant to Section 10002 of the California Elections Code, this Board may request that the Board of Supervisors of Plumas County permit the Plumas County Clerk to render services to the CRESCENT MILLS LIGHTING DISTRICT relating to the conduct of an election and reimburse the County in full for such services,

**NOW, THEREFORE BE IT RESOLVED** by the Board of Directors of the CRESCENT MILLS LIGHTING DISTRICT that:

1. The Board of Supervisors of the County of Plumas is hereby requested to permit the Plumas County Clerk to render the services described below relating to the conduct of an election on November 7, 2017.

2. That there shall be submitted to the qualified electors of the CRESCENT MILLS LIGHTING DISTRICT the following proposition:

"Shall the Crescent Mills Lighting District be authorized to adopt a special tax on each parcel of real property within the District in an amount not to exceed \$45.95 for the year July 1, 2018, to June 30, 2019, and then in an amount not to exceed \$40.49 each year after July 1, 2019, to be effective and collected with Plumas County general property taxes with the proceeds from such taxes deposited to a special fund to be used to provide or enhance street lighting services within the District; and shall the appropriations limit of the District required by Article 13B of the California Constitution be increased by the amount of the annual proceeds of this special tax? The Board of Directors shall have the discretion to levy the special tax at a lower rate."

3. The election shall be consolidated with the Uniform District Election to be held on November 7, 2017.

4. All persons qualified to vote at a District election in the CRESCENT MILLS LIGHTING DISTRICT upon the date of election provided herein shall be qualified to vote on the proposition submitted at the District election called for by Resolution No. \_\_\_\_\_ of the CRESCENT MILLS LIGHTING DISTRICT.



5. The ballots for the election shall be provided in the number prescribed by law and in the form prescribed by the County Clerk.

6. The County Clerk shall perform all functions necessary to conduct a proper and lawful election.

7. The Plumas County Clerk shall canvass the returns of the election and declare the results upon completion of the official canvass.

8. If, at the election, it shall appear that a two-thirds majority of the votes cast on the proposition were in favor of the proposition and in favor of adopting the special tax stated therein, then the proposition shall be deemed to be accepted and approved by the qualified voters and the CRESCENT MILLS LIGHTING DISTRICT thereafter may cause to be levied a special tax in the amount not to exceed the amount set forth in the proposition and increase the appropriations limit of the CRESCENT MILLS LIGHTING by the amount of the proceeds from the special tax.

9. Pursuant to Section 10002 of the Elections Code, the CRESCENT MILLS LIGHTING DISTRICT shall reimburse the County of Plumas in full for service performed as requested by this resolution upon presentation of a bill to this District.

The foregoing Resolution was duly passed and adopted by the Board of Directors of the Crescent Mills Lighting District, at a regular meeting of said Board held on June 13, 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

Crescent Mills Lighting District  
a political subdivision of the State of California

---

Lori Simpson, Chair,  
Board of Directors

**ATTEST:**

---

Nancy DaForno,  
Clerk of Board of Directors

JA

**PLUMAS COUNTY  
DEPARTMENT OF PUBLIC WORKS  
ROAD DIVISION**


1834 EAST MAIN STREET • QUINCY, CA 95971 • (530) 283-6268  
*Robert A. Perreault, Jr., P.E.*                      *Director of Public Works*

**AGENDA REQUEST**

for the June 13, 2017 Meeting of the Plumas County Board of Supervisors

June 5, 2017

To:                      Honorable Board of Supervisors

From:                  Robert Perreault, Director of Public Works and Manager, Special Districts 

Subject:              PG&E Streetlight Upgrade Project in Unincorporated Plumas County and  
Certain CSDs; discussion and possible action.

**BACKGROUND**

Pacific Gas & Electric (PG&E) has coordinated with staff of the Department of Public Works in regard to its Streetlight Upgrade Project. PG&E will convert streetlights across the County from older, high-pressure sodium vapor light bulbs to state-of-the-art LED lamps.

The conversions are part of an initiative approved by the California Public Utilities Commission to promote safety and energy efficiency in public lighting. LED streetlights last four times longer than sodium vapor lamps, so the lighting systems within the County of Plumas will also benefit from a significant reduction in maintenance and replacement costs. The upgrade program will include conversion of approximately 369 PG&E-owned streetlights. Converting the fixtures to LED lamps will reduce greenhouse-gas emissions from Plumas' streetlights and result in initial annual savings in power costs to the County and the Districts.

As Director of Public Works, Plumas County; Manager, Quincy Lighting District; Manager, Crescent Mills Lighting District; and Manager, Walker Ranch CSD, the above signed has opted into the program; see attached copy of e-mail from to Ms. Kristen Silva at PG&E.

A presentation on the program details will be conducted by Public Works staff during the June 13, 2017 meeting of the Board of Supervisors in order to enable further discussion by the Board of Supervisors.

Attachment

## **Perreault, Bob**

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**From:** Perreault, Bob  
**Sent:** Friday, June 2, 2017 5:17 PM  
**To:** 'K1Cp@pge.com'  
**Cc:** Crews, Mark  
**Subject:** PG&E Streetlight Upgrade Project in Unincorporated Plumas County and Certain CSDs  
**Attachments:** County of Plumas - Street Lights Data - UNPROTECTED 051817.xlsx

**TO: Kristen Silva, PG&E**

**RE: PG&E Streetlight Upgrade Project in Unincorporated Plumas County and Certain CSDs**

Good Afternoon, Kristen,

Reference is made to the attached spreadsheet, which you previously submitted to Public Works for review and comment. Following is a summary of our comments:

1. Public Works staff has added a new column, "Z," to the attached spreadsheet, titled "District," in order to designate the jurisdiction of the listed street lights. The following legend is applicable:

QLD = Quincy Lighting District, including the Fairgrounds and the Sheriff's Office at this present time.

CMLD = Crescent Mills Lighting District.

WRCSO = Lighting that is located within the jurisdiction of the Walker Ranch CSD.

TV = Lighting that is located within the area of Taylorsville (considered to be "Plumas County" at this present time).

Plumas County = Lighting that is located within an area that is part of unincorporated Plumas County.

IVCSD = Lighting that is located within the jurisdiction of the Indian Valley CSD.

Notes: QLD, CMLD and WRCSO are dependent Special Districts, separate legal entities, but all under the jurisdiction of the Plumas County Board of Supervisors.

IVCSD is an independent Special District, not under the jurisdiction of the Plumas County Board of Supervisors. The Manager of the IVCSD is Chris Gallagher and his contact information is: (530) 284-7224 or [chrishgallagher@frontier.com](mailto:chrishgallagher@frontier.com)

2. Reference Badges 288 and 699. They are two (2) lights located within the Lake Almanor Subdivision. Public Works cannot provide access as the subdivision is a private gated community.
3. Badges 539 and 540 are located within the Plumas-Sierra Fairgrounds in Quincy. For access, please contact Fairgrounds Manager John Steffanic at (530) 283-6272.
4. Badge 644 is located within the rear parking lot for the Sheriff's Office, located in East Quincy. For access, please contact that department at (530) 283-6375.
5. Lights 138 and 853 are requested to have their wattages increased in order to provide better lighting for the adjacent crosswalk.
6. Public Works staff has reviewed and are willing to accept the twelve (12) lights that are currently listed as "ADD" under "special attention lights" on the attached spreadsheet.

7. As part of the existing State Route 89 Highway Reconstruction Project in Greenville, currently under construction by Caltrans, there are two (2) lights to be relocated and nine (9) lights to be removed as part of the current construction contract; see customer notes on the spreadsheet. Public Works recommends the postponement of the conversion of these street lights until after construction has been completed. These eleven (11) lights are part of the total sixty-nine (69) lights that constitute the lighting system that is within the jurisdiction of the IVCS.

On behalf of Plumas County, the QLD, the CMLD and the WRCSD, please be advised that the County and its dependent CSDs, in partnership with Pacific Gas & Electric, do hereby opt into the program to improve public lighting. PG&E will convert streetlights across the County from older, high-pressure sodium vapor lightbulbs to state-of-the-art LED lamps.

The conversions are part of an initiative approved by the California Public Utilities Commission to promote safety and energy efficiency in public lighting. LED streetlights last four times longer than sodium vapor lamps, so the lighting systems within the County of Plumas will also benefit from a significant reduction in maintenance and replacement costs. The upgrade program will include conversion of approximately 369 PG&E-owned streetlights. Converting the fixtures to LED lamps will reduce greenhouse-gas emissions from Plumas' streetlights and result in initial annual savings in power costs to the county.

The County of Plumas has selected their LED wattages and provided this information to PG&E. The County understands if PG&E is approved to make a change to a light fixture after installation, there will be a \$200 cost per fixture.

Sincerely,

Robert A. Perreault, Jr.  
Director of Public Works, Plumas County  
Manager, Quincy Lighting District  
Manager, Crescent Mills Lighting District  
Manager, Walker Ranch CSD

7B

## **DEPARTMENT OF HUMAN RESOURCES**

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**DATE:** May 30, 2017

**TO:** The Honorable Board of Supervisors

**FROM:** Nancy Selvage, Human Resources Director

**SUBJECT:** AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF JUNE 13, 2017.

**RE: ADOPT RESOLUTION TO AMEND THE PLUMAS COUNTY JOB CLASSIFICATIONS PLAN & WAGE RANGES FOR ENVIRONMENTAL HEALTH SPECIALIST I, II, III AND HAZARDOUS MATERIALS SPECIALIST I, II, III AND AMEND FISCAL YEAR 2016/2017 POSITION ALLOCATION FOR ENVIRONMENTAL HEALTH DEPARTMENT #20550**

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### **IT IS RECOMMENDED THAT THE BOARD:**

Approve Resolution to amend Plumas County's classification plan, wage ranges, and Fiscal Year 2016/2017 position allocation for Environmental Health department's Environment Health Specialist series and Hazardous Materials Specialist series as outlined in Exhibits A and Exhibit B.

### **BACKGROUND AND DISCUSSIONS**

#### **Environmental Health Specialist Series Review**

In the past few years, recruiting for our Environmental Health department has been challenging for the positions for an Environmental Health Specialist I or II (EHS). It has been determined that low wages for these positions, may be a factor in attracting qualified candidates. In order to be competitive with our recruitment both internally and externally, we want to ensure our wage ranges are competitive. Therefore, a survey was conducted using our ten (10) comparable counties. Plumas County's wages are very low compared to the other counties according to the survey results. Please see review the survey results in the below table.

#### **Ten County Wage Survey**

### **Environmental Health Specialist (EHS)**

	EHS I	EHS II	EHS III
Amador	\$ 23.75	\$ 27.32	\$ 30.08
Calaveras	\$ 22.03	\$ 25.08	\$ 28.15
Colusa	\$ 18.34	\$ 20.46	\$ 22.59
Del Norte	\$ 27.26	\$ 30.05	
Glenn			
Inyo	\$ 23.58	\$ 25.92	\$ 28.51
Lassen	\$ 23.05	\$ 25.30	\$ 27.78
San Benito	\$ 24.92	\$ 28.85	\$ 33.40
Tehama	\$ 21.39	\$ 23.61	\$ 30.21
Tuolumne	\$ 22.61	\$ 24.98	
Sum	\$ 206.93	\$ 231.57	\$200.72
Average	\$ 22.99	\$ 25.73	\$ 28.67
Plumas	\$ 19.74	\$ 21.77	\$ 23.96
Proposed	\$ 22.70	\$ 25.04	\$ 27.55

In addition to the EHS positions, we want to maintain the autonomy of wage scale with the Hazardous Materials Specialist I, II, and III job classifications. Currently these positions are paid the same as the EHS I, II, and III positions and we recommend keeping these classifications at the equal pay ranges. So the wages for the HMS classifications will also increase to what we are proposing for the EHS job classifications. Many of the other counties surveyed do not use a Hazardous Materials Specialist but contract out this work or it is done by their Environmental Health Specialist.

### **Recommended wages for Hazardous Materials Specialist (HMS)**

	HMS I	HMS II	HMS III
Plumas	\$ 19.74	\$ 21.77	\$ 23.96
Proposed	\$ 22.70	\$ 25.04	\$ 27.55

### **Job Classifications for Environmental Health Specialist and Hazardous Materials Specialist:**

These job classifications require candidates to have California State certification as a condition of employment. In Plumas County, EHS wages have historically been the same as nurses. We have already adjusted our nursing classifications bringing these wage ranges to a competitive wage. The nursing classifications are comparable professionals with similar background requirements of certification and a four (4) year degree.



We are not processing significant changes to the job classifications descriptions, only to include the clause regarding emergency services workers and correct minor formatting issues.

**“Special Requirements:**

*All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are Required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.”*

These job classifications have been updated for both the EHS I, II, and III as well as the HMS I, II, and III position job descriptions. The job descriptions are listed in the attached Exhibits. I recommend updating the wage ranges for the job classifications for both Environment Health Specialist and Hazardous Materials Specialist series.

**Exhibit A**

- Job Classifications:
  - Environmental Health Specialist I
  - Environmental Health Specialist II
  - Environmental Health Specialist III

**Exhibit B**

- Job Classifications:
  - Hazardous Materials Specialist I
  - Hazardous Materials Specialist II
  - Hazardous Materials Specialist III

**Update Fiscal Year 2016/2017 Position Allocation**

The Director of Environmental Health has requested flexibility when allocating the job classifications for the Environmental Health Specialist and the Hazardous Materials Specialist position allocations. Currently, the department is allocated 3.0 FTEs for the Environmental Health Specialist position and 1.0 FTE for the Hazardous Materials Specialist position. There is no difference in the wage range between these two positions. The background requirements are very similar except the HMS does not need a letter from the California Department of Public Health. The current environmental Health Staff are cross trained and either position would be a great help to the department’s heavy summer seasonal workload. Recruiting for an HMS may attract local candidates who would not yet qualify for the EHS position but might be readily cross trained.

It is also recommended to update the Position Allocation to flexibly allocate these positions for the Environmental Health Department’s Fiscal Year 2017/2018 Position Allocation Plan.



Additional exhibits include the projected five (5) year wage projections for both EHS and HMS job classification series. These calculations are provided in Exhibit C. And the department's organizational chart is also provided as Exhibit D.

#### Exhibit C

- Five year wage projections:
  - Environmental Health Specialist I, II, and III
  - Hazardous Materials Specialist I, II, and III

#### Exhibit D

- Environmental Health Organizational Chart

I appreciate this opportunity to address the staffing needs of the Environmental Health Department. These job classifications and the employees working in these positions are represented by Operating Engineers Union Local #3. It is customary to request a review by the Union representation to meet the obligation of the meet and confer process. The Union has no objections to these proposed changes.

Thank you for taking these recommendations under consideration.

**RESOLUTION TO AMEND PLUMAS COUNTY JOB CLASSIFICATION PLAN WAGE RANGES FOR ENVIRONMENTAL HEALTH SPECIALIST I, II, III AND HAZARDOUS MATERIALS SPECIALIST I, II, III, AND AMEND FISCAL YEAR 2016/2017 POSITION ALLOCATION FOR ENVIRONMENTAL HEALTH DEPARTMENT #20550**

**WHEREAS**, Plumas County Personnel Rule 5.01 provides amendments to be made by resolution of the classification plan covering all positions in the County service; and

**WHEREAS**, this position is necessary in the daily operational needs of the Environment Health's Department; and

**WHEREAS**, the Human Resources Director has amended the job classification plan and wage ranges for Environmental Health Specialist I range 2270, Environmental Health Specialist II range 2504, Environmental Health Specialist III range 2755; and

**WHEREAS**, the Human Resources Director has amended the job classification plan and wage ranges for Hazardous Materials Specialist I range 2270, Hazardous Materials Specialist II range 2504, Hazardous Materials Specialist III range 2755; and

**WHEREAS**, this request was brought to the attention of the Human Resources Director who is now requesting approval of this resolution to amend the 2016-2017 Position Allocation for fund #20550; and

**NOW, THEREFORE BE IT RESOLVED** by the Plumas County Board of Supervisors as follows:

1. Approve amended job classifications and wage ranges for Environmental Health Specialist I range 2270, Environmental Health Specialist II range 2504, Environmental Health Specialist III range 2755.
2. Approve amended job classifications and wage ranges for Hazardous Materials Specialist I range 2270, Hazardous Materials Specialist II range 2504, Hazardous Materials Specialist III range 2755.
3. Approve the amendments to the Fiscal Year 2016/2017 Position Allocation to flexibly allocate the following positions:

<b><u>Environmental Health #20550</u></b>	<b><u>Current FTE</u></b>	<b><u>Proposed FTE</u></b>
Environmental Health Specialist I, or II, or III, <b>OR</b>	3.0	
Hazardous Materials Specialist I, or II, or III	1.0	<b>4.0</b>

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board on the 13<sup>th</sup> day of June, 2017 by the following vote:

**AYES:** Supervisors:  
**NOES:** Supervisors:  
**ABSENT:** Supervisors:

\_\_\_\_\_  
Chair, Board of Supervisors

\_\_\_\_\_  
Clerk, Board of Supervisors

# Exhibit A

**ENVIRONMENTAL HEALTH SPECIALIST I**

**DEFINITION**

Under supervision, assists with and learns to conduct sanitary inspections and investigations in the enforcement of Federal, State, County, and local environmental health, safety, and hazardous materials laws, rules, regulations, and standards; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS**

This is the entry and first working level in the Environmental Health Specialist class series. Incumbents in this class are Environmental Health Specialist Trainees and learn to conduct a broad array of education, inspection and enforcement activities in all environmental health program areas. Incumbents must be eligible to obtain State Registration as an Environmental Health Specialist within 18 months of initial employment. After attaining registration, meeting the experience requirement and demonstrating sound work habits, they are eligible for promotion to Environmental Health Specialist II.

**REPORTS TO**

Director of Environmental Health

**CLASSIFICATIONS DIRECTLY SUPERVISED**

None

## **ENVIRONMENTAL HEALTH SPECIALIST I – 2**

### **EXAMPLES OF DUTIES**

- The Environmental Health Specialist I position is designed to enable incumbents to be trained and qualify for state registration while working under close supervision.
- The incumbent assists with and learns to conduct investigations and tasks in all environmental health program areas including: food and consumer protection, sewage disposal and liquid waste management, housing and institutions, land use, recreational health, water supply protection, solid waste management, public nuisances, hazardous materials management, underground storage tanks, vector and rabies control.
- Typical duties may include; performs food facility inspections.
- Conducts investigations of public or private sanitation-related nuisances or complaints.
- Makes inspections of public and private recreational facilities and swimming pools.
- Makes housing inspections to determine health and safety compliance with appropriate laws and standards.
- Takes water, sewage, soil, and waste samples and interprets data.
- Explains environmental health laws and regulations to the public.
- Reviews plans for new subdivisions and recommends suitable water and sewage installations.
- Reviews and recommends changes in building plans to comply with Environmental Health regulations and standards.
- Conducts on-site evaluations of sewage disposal systems.
- Conducts hazardous materials storage, treatment, disposal, reduction, and reuse inspections.
- Works with various environmental health committees.
- Makes abatement recommendations and instructs communities in control methods.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; crawl through various areas on hands and knees; stand, walk, or crouch on narrow and slippery surfaces; climb ladders, stairs, and scaffolding; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

## **ENVIRONMENTAL HEALTH SPECIALIST I – 3**

### **TYPICAL WORKING CONDITIONS**

Work is usually performed in both an indoor and outdoor environment; some work is performed in varying temperature and humidity; exposure to high levels of noise; some exposure to dust; continuous contact with staff and the public.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

- Chemical, biological, physical, and environmental sciences.
- Basic principles and practices of environmental health and hazardous waste inspection, review, compliance, consultation and enforcement.
- Sampling techniques and standards.
- Computerized Environmental Health database and information systems.
- Principles and practices of quality customer service.

#### **Ability to:**

- Assist with and learn to perform a variety of environmental health and hazardous waste investigations and inspections.
- Collect, analyze, and interpret environmental data, reaching valid conclusions.
- Read, interpret and apply policies, regulations, and procedures regarding environmental health inspections and compliance.
- Prepare a variety of technical reports.
- Provide instruction, guidance, and consultation in correction of environmental health problems and unsanitary conditions.
- Operate a variety of office equipment and computers in the performance of environmental health inspections and investigations.
- Effectively represent Environmental Health in contacts with the public, and other agencies.
- Establish and maintain effective working relationships.



## ENVIRONMENTAL HEALTH SPECIALIST I – 4

### **Training and Experience:**

Qualifications needed for this position:

Equivalent to graduation from a four (4) year college or university with a major in biology, chemistry, physics, environmental science, or a closely related field.

Some previous experience performing or assisting with environmental investigations and inspections is highly desirable.

**Special Requirements:** Possession of valid letter of eligibility for employment as an Environmental Health Trainee from the State Department of Health Services.

Must possess a valid driver's license at time of application and a valid California Drivers License by the time of appointment. The valid California License must be maintained throughout employment.

Some positions may require special training and/or certification as necessary for the area of assignment.

**Special Requirements:** Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are Required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

**ENVIRONMENTAL HEALTH SPECIALIST II**

**DEFINITION**

Under general direction, conducts routine sanitary inspections and investigations in the enforcement of Federal, State, County, and local environmental health, safety, and hazardous materials laws, rules, regulations, and standards; provides training for other staff; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS**

This is the fully experienced journey level in the Environmental Health Specialist class series. Incumbents in this class are registered Environmental Health Specialists and conduct a broad array of education, inspection and enforcement activities in all environmental health program areas.

**REPORTS TO**

Director of Environmental Health

**CLASSIFICATIONS DIRECTLY SUPERVISED**

May provide training for other staff, as necessary.

## **ENVIRONMENTAL HEALTH SPECIALIST II – 2**

### **EXAMPLES OF DUTIES**

- The Environmental Health Specialist II performs a broad array of environmental health program activities.
- The incumbent conducts routine inspections to secure compliance with Federal, State, and local sanitation laws and regulations in all environmental health program areas including: food and consumer protection, sewage disposal and liquid waste management, housing and institutions, land use, recreational health, water supply protection, solid waste management, public nuisances, hazardous materials management, underground storage tanks, vector and rabies control.
- Typical duties may include:
- Performs food facility inspections and advises food handlers and restaurant operators on correct methods of sanitation protection.
- Conducts investigations of public or private sanitation-related nuisances or complaints.
- Makes inspections of public recreational facilities and swimming pools.
- Makes housing inspections to determine health and safety compliance with appropriate laws and standards.
- Takes water, sewage, soil, and waste samples and interprets data.
- Interprets environmental health laws and regulations for the public.
- Reviews plans for new subdivisions and recommends suitable water and sewage installations.
- Reviews and approves development and construction plans for compliance with Environmental Health regulations and standards.
- Conducts on-site evaluations of sewage disposal systems.
- Conducts studies and evaluates information regarding hazardous materials storage, treatment, disposal, reduction, and reuse.
- Completes reports of findings.
- Initiates legal actions resulting from non-compliance by issuing a notice to appear in court, filing a criminal complaint, or scheduling an administrative hearing.
- Works with various environmental health committees.
- Assists with the development of Environmental Health policies and ordinances.
- Makes abatement recommendations and instructs communities in proper control methods.
- Participates in and conducts training of staff.
- Prepares and submits complex studies and reports.
- Conducts educational meetings with the public.
- Testifies in court as expert witness.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; crawl through various areas on hands and knees; stand, walk, or crouch on narrow and slippery surfaces; climb ladders, stairs, and scaffolding; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

## **ENVIRONMENTAL HEALTH SPECIALIST II – 3**

### **TYPICAL WORKING CONDITIONS**

Work is usually performed in both an indoor and outdoor environment; some work is performed in varying temperature and humidity; exposure to high levels of noise; some exposure to dust; continuous contact with staff and the public.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

- Laws, rules, regulations, requirements, and procedures governing environmental health, sanitation, and hazardous wastes.
- Chemical, biological, physical, and environmental sciences.
- Principles and practices of environmental health and hazardous waste inspection, review, compliance, consultation and enforcement.
- Methods and procedures for inspecting and correcting unsanitary conditions.
- Sampling techniques and standards.
- Functions and operations of related local, State, and Federal agencies and community organization.
- Computerized Environmental Health database and information systems.
- Principles and practices of quality customer service.

#### **Ability to:**

- Perform a variety of environmental health and hazardous waste investigations and inspections with minimal guidance and supervision.
- Perform special assignments and projects.
- Provide training for other staff.
- Collect, analyze, and interpret environmental data, reaching valid conclusions.
- Read, interpret and apply policies, regulations, and procedures regarding environmental health inspections and compliance.
- Prepare a variety of technical reports.
- Provide instruction, guidance, and consultation in correction of environmental health problems and unsanitary conditions.
- Operate a variety of office equipment and computers in the performance of environmental health inspections and investigations.
- Effectively represent Environmental Health in contacts with the public, and other agencies.
- Establish and maintain effective working relationships.

## ENVIRONMENTAL HEALTH SPECIALIST II – 4

### **Training and Experience:**

Qualification needed for this position:

Eighteen (18) months of experience performing a variety of environmental health investigations and inspections equivalent of Environmental Health Specialist I with Plumas County.

Equivalent to graduation from a four (4) year college or university with a major in biology, chemistry, physics, environmental science, or a closely related field.

**Special Requirements:** Possession of valid Environmental Health registration issued by the State Department of Health Services.

Must possess a valid driver's license at time of application and a valid California Drivers License by the time of appointment. The valid California License must be maintained throughout employment.

Some positions may require special training and/or certification as necessary for the area of assignment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are Required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

## **ENVIRONMENTAL HEALTH SPECIALIST III**

### **DEFINITION**

Under general direction, performs routine to the most complex sanitary inspections and investigations in the enforcement of Federal, State, County, and local environmental health, safety, and hazardous materials laws, rules, regulations, and standards; serves in a lead capacity in a designated area of environmental health investigation and enforcement; provides administrative support for the Director of Environmental Health; provides training for other staff; and performs related work as required.

### **DISTINGUISHING CHARACTERISTICS**

This is the advanced journey level in the Environmental Health Specialist class series. Incumbents in this class are registered Environmental Health Specialists and conduct a broad array of education, inspection and enforcement activities in all environmental health program areas, performing the most complex assignments. This class is also distinguished from the Environmental Health Specialist II classification by the requirement that incumbents are responsible to administer a designated environmental health program or programs, and provide supervision or lead direction to other staff.

### **REPORTS TO**

Director of Environmental Health

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

Environmental Health Technician I/II and provides training and lead direction to other staff.



## **ENVIRONMENTAL HEALTH SPECIALIST III – 2**

### **EXAMPLES OF DUTIES**

- The Environmental Health Specialist III performs a broad array of environmental health program activities including the most complex investigations as needed.
- The incumbent conducts inspections to secure compliance with Federal, State, and local sanitation laws and regulations and serves as a program specialist in one or more of the following program areas:
- Food and consumer protection, sewage disposal and liquid waste management, housing and institutions, land use, recreational health, water supply protection, solid waste management, public nuisances, hazardous materials management, underground storage tanks, vector and rabies control.
- Typical duties may include:
- Performs food facility inspections and advises food handlers and restaurant operators on correct methods of sanitation protection.
- Conducts environmental health surveys of communities and confers with local officials on sanitation problems.
- Makes inspections of public and private recreational facilities and swimming pools.
- Makes housing inspections to determine health and safety compliance with appropriate laws and standards.
- Takes water, sewage, soil, and waste samples and interprets data.
- Interprets environmental health laws and regulations for the public.
- Reviews plans for new subdivisions and recommends suitable water and sewage installations.
- Reviews and approves development and construction plans for compliance with Environmental Health regulations and standards.
- Conducts on-site evaluations of sewage disposal systems.
- Conducts studies and evaluates information regarding hazardous materials storage, treatment, disposal, reduction, and reuse.
- Initiates legal actions resulting from non-compliance by issuing a notice to appear in court, filing a criminal complaint, or scheduling an administrative hearing.
- Works with various environmental health committees.
- Conducts training of staff.
- Prepares and administers grants.
- Prepares and submits complex studies and reports.
- Conducts educational meetings with the public.
- Testifies in court as expert witness.
- Develops policies and procedures related to the specific program area assignment.
- Provides administrative support for the Director of Environmental Health.
- May administer the activities of a satellite office.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; crawl through various areas on hands and knees; stand, walk, or crouch on narrow and slippery surfaces; climb ladders, stairs, and scaffolding; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is usually performed in both an indoor and outdoor environment; some work is performed in varying temperature and humidity; exposure to high levels of noise; some exposure to dust; continuous contact with staff and the public.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

- Laws, rules, regulations, requirements, and procedures governing environmental health, sanitation, and hazardous wastes.
- Chemical, biological, physical, and environmental sciences.
- Principles and practices of environmental health and hazardous waste inspection, review, compliance, consultation and enforcement.
- Methods and procedures for inspecting and correcting unsanitary conditions.
- Sampling techniques and standards.
- Grant administration.
- Functions and operations of related local, State, and Federal agencies and community organization.
- Computerized Environmental Health database and information systems.
- Principles of project planning, coordination and direction.
- Principles of training and work coordination.
- Principles and practices of quality customer service.
- Methods and procedures of staff supervision and evaluation.

#### **Ability to:**

- Perform the full scope of environmental health and hazardous waste investigations and inspections with minimal guidance and supervision, as well as the most complex assignments.
- Perform special assignments and/or administrative support for the Director of Environmental Health.
- Provide training and work coordination for other staff.
- Collect, analyze, and interpret environmental data, reaching valid conclusions.
- Interpret, apply and develop policies, regulations, and procedures regarding environmental health inspections and compliance.
- Prepare a variety of technical reports.
- Provide instruction, guidance, and consultation in correction of environmental health problems and sanitary conditions.
- Operate a variety of office equipment and computers in the performance of environmental health inspections and investigations.
- Effectively represent Environmental Health in contacts with the public, and other agencies.
- Establish and maintain effective working relationships.
- Organize, plan, and lead the activities of specific environmental health programs.

## ENVIRONMENTAL HEALTH SPECIALIST III – 4

### Training and Experience:

Qualifications needed for this position:

Two (2) years of experience performing a variety of environmental health investigations and inspections equivalent to Environmental Health Specialist II with Plumas County.

Equivalent to graduation from a four (4) year college or university with a major in biology, chemistry, physics, environmental science, or a closely related field.

Special Requirements: Possession of valid Environmental Health registration issued by the State Department of Health Services.

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California License must be maintained throughout employment.

Some positions may require special training and/or certification as necessary for the area of assignment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are Required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

# Exhibit B

## **HAZARDOUS MATERIALS SPECIALIST I**

### **DEFINITION**

Under supervision, to assist with and learn to conduct inspections and investigations in the enforcement of Federal, State, and County hazardous materials and hazardous waste laws, rules, regulations, and standards; and perform related work as required.

### **DISTINGUISHING CHARACTERISTICS**

This is the entry and first working level in the Hazardous Materials Specialist class series. Incumbents receive training in the techniques and procedures essential to conducting inspections and investigations in the enforcement of hazardous waste, hazardous materials and underground storage tank regulations. After incumbents become familiar with the full scope of office and field activities and demonstrate sound work habits, they are eligible for promotion to Hazardous Materials Specialist II.

### **REPORTS TO**

Director of Environmental Health, Environmental Health Specialist III, Hazardous Materials Specialist II.

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

None.

## **HAZARDOUS MATERIALS SPECIALIST I – 2**

### **EXAMPLES OF DUTIES**

- Attends training inspections to receive instruction on environmental health and safety and hazardous materials management principles, methods and techniques.
- Conducts periodic inspections and complaint investigations of all types of hazardous waste and hazardous materials facilities including underground storage tanks.
- Conducts plan checks, tank removals and closure inspections and oversees testing of underground storage tanks to ensure compliance with state laws.
- Conducts environmental surveys, field investigations, monitoring programs, data collections, chemical testing, and sampling.
- Collects samples and specimens for laboratory analysis and interprets laboratory findings for corrective actions.
- Prepares inspection reports for the enforcement of public health laws and regulations.
- Develops and recommends procedures for corrective action hazardous waste generators.
- Assists other agencies in the investigation of complaints and suspected violations of hazardous waste, hazardous materials and underground tank laws.
- Gathers evidence of violations and non compliance with public health laws and regulations.
- Assists in preparing court cases by completing inspection reports and attending office hearings.
- May participate in the collection of recyclable wastes from the public and the household hazardous waste collection operation.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; crawl through various areas on hands and knees; stand, walk, or crouch on narrow and slippery surfaces; climb ladders, stairs, and scaffolding; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is usually performed in both an indoor and outdoor environment; some work is performed in varying temperature and humidity; exposure to high levels of noise; some exposure to dust; continuous contact with staff and the public.



## **HAZARDOUS MATERIALS SPECIALIST I - 3**

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

- Chemical, biological, physical and environmental sciences.
- Basic principles and practices of environmental health and/of hazardous waste inspection, review, compliance, consultation and enforcement.
- Sampling techniques and standards.
- Computerized Environmental Health database and information systems.
- Principles and practices of quality customer service.

#### **Ability to:**

- Assist with and learn to perform a variety of hazardous materials and hazardous waste investigations and inspections.
- Collect, analyze, and interpret environmental data, reaching valid conclusions.
- Read, interpret and apply policies, regulations and procedures regarding environmental health inspections and compliance.
- Prepare a variety of technical reports.
- Provide instruction, guidance, and consultation in correction of hazardous materials and hazardous waste problems and conditions.
- Operate a variety of office equipment and computers in the performance of assigned duties.
- Effectively represent Environmental Health in contacts with the public, and other agencies.
- Establish and maintain effective working relationships.

## **HAZARDOUS MATERIALS SPECIALIST I - 4**

### **Training and Experience**

Qualifications needed for this position:

Equivalent to graduation from a four (4) year college or university with a major on biology, chemistry, physics, environmental science, toxicology, hazardous materials management, fire science or a closely related field.

Some previous experience performing or assisting with environmental health of hazardous materials investigations and inspections is highly desirable.

### **Special Requirements:**

Possession of current HAZWOPER certification, or state approved alternative hazardous materials certification, is highly desirable and required with 6 months of employment.

Must possess a valid driver's license at time of application and a valid California Drivers License by the time of appointment. The valid California License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are Required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

## **HAZARDOUS MATERIALS SPECIALIST II**

### **DEFINITION**

Under general direction, conduct inspections and investigations in the enforcement of Federal, State, and County hazardous materials and hazardous waste laws, rules, regulations, and standards; provides training for other staff and perform related work as required.

### **DISTINGUISHING CHARACTERISTICS**

This is the fully experienced journey level in the Hazardous Materials Specialist class series. Incumbents in this class conduct routine to complex independent inspections in the hazardous material, hazardous waste and underground storage tank program areas.

### **REPORTS TO**

Director of Environmental Health, Environmental Health Specialist III

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

Provides lead direction and training for Hazardous Materials Specialist I

## **HAZARDOUS MATERIALS SPECIALIST II – 2**

### **EXAMPLES OF DUTIES**

- Conducts periodic inspections and complaint investigations of all types of hazardous waste and hazardous materials facilities including underground storage tanks.
- Conducts plan checks, tank removals and closure inspections and oversees testing of underground storage tanks to ensure compliance with state laws.
- Conducts environmental surveys, field investigations, monitoring programs, data collections, chemical testing, and sampling.
- Collects samples and specimens for laboratory analysis and interprets laboratory findings for corrective actions.
- Prepares inspection reports for the enforcement of public health laws and regulations.
- Performs hazardous materials mitigation or categorization evaluations in the field.
- Prepares environmental recommendations and technical reports and conducts special hazardous waste or hazardous materials management projects including storage tank release cleanups.
- Makes joint inspections with federal, state and local agencies as required.
- Assists in field supervision of hazardous substance releases during emergency or disaster situations under the authority of the Health Officer.
- Analyzes proposed or existing legislation to determine impact on hazardous materials operations.
- Participates in the development and implementation of staff development and training programs gathers evidence of violations and non-compliance with hazardous materials and hazardous waste laws and regulations.
- Issues warnings and citations for infraction violations, preparing reports and evidence, testifies in court as the investigation officer or supporting witness.
- Makes presentations to the public or business groups.
- May participate in the collection of recyclable wastes from the public or oversee the household hazardous waste collection operation.

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; crawl through various areas on hands and knees; stand, walk, or crouch on narrow and slippery surfaces; climb ladders, stairs, and scaffolding; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is usually performed in both an indoor and outdoor environment; some work is performed in varying temperature and humidity; exposure to high levels of noise; some exposure to dust; continuous contact with staff and the public.

## **HAZARDOUS MATERIALS SPECIALIST II - 3**

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

- Principles of hazardous materials management.
- Laws, rules, regulations, requirements, and procedures governing environmental health, hazardous materials, and hazardous wastes.
- Chemical, biological, physical and environmental sciences.
- Principles and practices of environmental health and/of hazardous waste inspection, review, compliance, consultation and enforcement.
- Sampling techniques and standards.
- Functions and operations of related local, state and federal agencies and community organization.
- Computerized Environmental Health database and information systems.
- Principles and practices of quality customer service.

#### **Ability to:**

- Perform hazardous materials and hazardous waste investigations and inspections with minimal guidance and supervision.
- Perform special assignments and projects.
- Provide training for other staff.
- Collect, analyze, and interpret environmental data, reaching valid conclusions.
- Read, interpret and apply policies, regulations and procedures regarding environmental health inspections and compliance.
- Prepare a variety of technical reports.
- Provide instruction, guidance, and consultation in correction of hazardous materials and hazardous waste problems and conditions.
- Operate a variety of office equipment and computers in the performance of environmental health inspections and investigations.
- Effectively represent Environmental Health in contacts with the public, and other agencies.
- Establish and maintain effective working relationships.

## HAZARDOUS MATERIALS SPECIALIST II - 4

### **Training and Experience**

Qualifications needed for this position:

Twelve (12) months of experience performing a variety of hazardous materials and hazardous waste investigations and inspections equivalent to Hazardous Materials Specialist I with Plumas County.

Equivalent to graduation from a four (4) year college or university with a major on biology, chemistry, physics, environmental science, toxicology, hazardous materials management, fire science or a closely related field.

**Special Requirements:** Possession of current HAZWOPER certification, or advanced state-approved hazardous materials certification.

Must possess a valid driver's license at time of application and a valid California Drivers License by the time of appointment. The valid California License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are Required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

## **HAZARDOUS MATERIAL SPECIALIST III**

### **DEFINITION**

Under general direction, conduct inspections and investigations in the enforcement of Federal, State, and County hazardous materials and hazardous waste laws, rules, regulations, and standards; provides training for other staff and perform related work as required.

### **DISTINGUISHING CHARACTERISTICS**

This is the advanced journey level in the Hazardous Materials Specialist class series. Incumbents in this class conduct a broad array of education, inspections and enforcement activities in the hazardous material, hazardous waste and underground storage tank program areas. This class is distinguished from the HMS II by the requirement that incumbents are responsible for program management and administration.

### **REPORTS TO**

Director of Environmental Health

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

Provides lead direction and training for Hazardous Materials Specialist I and II



## **HAZARDOUS MATERIAL SPECIALIST III - 2**

### **EXAMPLES OF DUTIES**

- The Hazardous Material Specialist III performs a broad array of hazardous material management program activities including the most complex investigations as needed.
- The incumbent conducts inspections to secure compliance with Federal, State and local hazardous material and hazardous waste laws and regulation.
- Administers the hazardous material management program according to the state certification requirements.
- Conducts periodic inspections and complaint investigations of all types of hazardous waste and hazardous materials facilities including underground storage tanks.
- Conducts plan checks, tank removals and closure inspections and oversees testing of underground storage tanks to ensure compliance with state laws.
- Conducts environmental surveys, field investigations, monitoring programs, data collections, chemical testing, collects samples and specimens for laboratory analysis and interprets laboratory findings for the enforcement of public health laws and regulations.
- Performs hazardous materials mitigation or categorization evaluations in the field.
- Prepares environmental recommendations and technical reports and conducts special hazardous waste or hazardous materials management projects including storage tank release cleanups.
- Makes joint inspections with federal, state and local agencies as required.
- Assists in field supervision of hazardous waste cleanup operations.
- Oversees the mitigation of hazardous substance releases during emergency or disaster situation under the authority of the Health Officer.
- Analyzes proposed or existing legislation to determine impact on hazardous materials operations.
- Participates in the development and implementation of staff development and training programs gathers evidence of violations and non-compliance with hazardous materials and hazardous waste laws and regulations.
- Issues warnings and citations for infraction violations, preparing reports and evidence, testifies in court on behalf of the County.
- Makes presentations to the public or business groups.
- May participate in the collection of recyclable wastes from the public or oversee the household hazardous waste collection operation.
- May administer hazardous materials activities in neighboring counties.
- Provides technical support to Plumas County Hazardous Material Team.
- Attend/participate/lead inter-agency meetings, such as Emergency Medical Care Committee, Environmental Task Force, Local Emergency Planning Committee, NorCal CUPA Forum and Public Health Preparedness, as required.

## **HAZARDOUS MATERIAL SPECIALIST III - 3**

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; crawl through various areas on hands and knees; stand, walk, or crouch on narrow and slippery surfaces; climb ladders, stairs, and scaffolding; normal manual dexterity and eye-hand coordination; lift and move object weighing up to 25 pounds; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is usually performed in both an indoor and outdoor environment; some work is performed in varying temperature and humidity; exposure to high levels of noise; some exposure to dust; continuous contact with staff and the public.

### **DESIRED QUALIFICATIONS**

#### **KNOWLEDGE OF**

- Principles of hazardous materials management.
- Laws, rules, regulations, requirements, and procedures governing environmental health, hazardous materials, and hazardous wastes.
- Chemical, biological, physical and environmental sciences.
- Principles and practices of environmental health and/of hazardous waste inspection, review, compliance, consultation and enforcement.
- Sampling techniques and standards.
- Functions and operations of related local, state and federal agencies and community organization.
- Computerized Environmental Health database and information systems.
- Principles and practices of quality customer service.
- Principles of project planning, coordination and direction.
- Principles of training and work coordination

#### **ABILITY TO**

- Organize, plan and lead the activities of the CUPA program elements.
- Perform hazardous materials and hazardous waste investigations and inspections with minimal guidance and supervision.
- Perform special assignments and projects.
- Provide training for other staff.
- Collect, analyze, and interpret environmental data, reaching valid conclusions.

## **HAZARDOUS MATERIAL SPECIALIST III - 4**

### **ABILITY TO continued:**

- Read, interpret and apply policies, regulations and procedures regarding environmental health inspections and compliance.
- Prepare a variety of technical reports.
- Provide instruction, guidance, and consultation in correction of hazardous materials and hazardous waste problems and conditions.
- Operate a variety of office equipment and computers in the performance of environmental health inspections and investigations.
- Effectively represent Environmental Health in contacts with the public, and other agencies.
- Establish and maintain effective working relationships.

### **TRAINING AND EXPERIENCE**

Qualifications needed for this position:

Twelve (12) months of experience performing a variety of hazardous materials and hazardous waste investigations and inspections equivalent to Hazardous Materials Specialist II with Plumas County.

Equivalent to graduation from a four (4) year college or university with a major on biology, chemistry, physics, environmental science, toxicology, hazardous materials management, fire science or a closely related field.

### **SPECIAL REQUIREMENTS**

Possession of current HAZWOPER certification, or advanced state-approved hazardous materials certification.

Must possess a valid driver's license at time of application and a valid California Drivers License by the time of appointment. The valid California License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through State law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are Required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.

# Exhibit C

Environmental Health Specialist I (EHS) & Hazardous Materials Specialist I (HMS) Series

Current wage range -\$19.74

		FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22
Proposed wage range - \$22.70		Current				
EHS & HMS I Current range		\$ 41,059.00	\$ 43,118.00	\$ 45,282.00	\$ 47,549.00	\$ 49,941.00
Retirement (Classic Rate)		\$ 7,939.99	\$ 8,338.16	\$ 8,756.63	\$ 9,195.03	\$ 9,657.59
FICA / Medicare		\$ 3,141.01	\$ 3,298.53	\$ 3,464.07	\$ 3,637.50	\$ 3,820.49
<b>Total</b>		<b>\$ 52,140.00</b>	<b>\$ 54,754.69</b>	<b>\$ 57,502.71</b>	<b>\$ 60,381.52</b>	<b>\$ 63,419.08</b>
EHS & HMS I proposed range						
Proposed wage \$22.70		\$ 47,216.00	\$ 49,587.00	\$ 52,083.00	\$ 54,704.00	\$ 57,450.00
Retirement (Classic Rate)		\$ 9,130.63	\$ 9,589.13	\$ 10,071.81	\$ 10,578.66	\$ 11,109.68
FICA/Medicare		\$ 3,612.02	\$ 3,793.41	\$ 3,984.35	\$ 4,184.86	\$ 4,184.86
<b>Total</b>		<b>\$ 59,958.65</b>	<b>\$ 62,969.54</b>	<b>\$ 66,139.16</b>	<b>\$ 69,467.52</b>	<b>\$ 72,744.54</b>
Five Year Differential	Difference	\$ (7,818.65)				
			\$ (8,214.85)			
				\$ (8,636.45)		
					\$ (9,085.99)	
						\$ (9,325.46)
Five year increase to Personnel Budget	\$ (43,081.41)					

Prepared on May 26, 2017

Environmental Health Specialist II (EHS) & Hazardous Materials Specialist II (HMS) Series

Current wage range -\$21.77

FY 16/17 FY 17/18 FY 18/19 FY 19/20 FY 20/21

Proposed wage range - \$25.04	Current				
EHS & HMS II Current range	\$ 45,282.00	\$ 47,549.00	\$ 49,941.00	\$ 52,458.00	\$ 55,099.00
Retirement (Classic Rate)	\$ 8,756.63	\$ 9,195.03	\$ 9,657.59	\$ 10,144.33	\$ 10,655.04
FICA / Medicare	\$ 3,464.07	\$ 3,637.50	\$ 3,820.49	\$ 4,013.04	\$ 4,215.07
<b>Total</b>	<b>\$ 57,502.71</b>	<b>\$ 60,381.52</b>	<b>\$ 63,419.08</b>	<b>\$ 66,615.37</b>	<b>\$ 69,969.12</b>
EHS & HMS II proposed range					
Proposed wage \$25.04	\$ 52,083.00	\$ 54,704.00	\$ 57,450.00	\$ 60,341.00	\$ 63,378.00
Retirement (Classic Rate)	\$ 10,071.81	\$ 10,578.66	\$ 11,109.68	\$ 11,668.74	\$ 12,256.04
FICA/Medicare	\$ 3,984.35	\$ 4,184.86	\$ 4,394.93	\$ 4,616.09	\$ 4,841.09
<b>Total</b>	<b>\$ 66,139.16</b>	<b>\$ 69,467.52</b>	<b>\$ 72,954.61</b>	<b>\$ 76,625.83</b>	<b>\$ 80,250.12</b>
Five Year Differential	Difference				
	\$ (8,636.45)	\$ (9,085.99)	\$ (9,535.53)	\$ (10,010.46)	\$ (10,281.01)
Five year increase to Personnel Budget	\$ (47,549.44)				

Prepared on May 26, 2017

Environmental Health Specialist III (EHS) & Hazardous Materials Specialist III (HMS) Series

Current wage range - \$23.96

Proposed wage range - \$27.55		FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21
		Current				
EHS & HMS II Current range		\$ 49,837.00	\$ 52,333.00	\$ 54,954.00	\$ 57,720.00	\$ 60,611.00
Retirement (Classic Rate)		\$ 9,637.48	\$ 10,120.16	\$ 10,627.00	\$ 11,161.89	\$ 11,720.96
FICA / Medicare		\$ 3,812.53	\$ 4,003.47	\$ 4,203.98	\$ 4,415.58	\$ 4,636.74
<b>Total</b>		<b>\$ 63,287.01</b>	<b>\$ 66,456.63</b>	<b>\$ 69,784.99</b>	<b>\$ 73,297.47</b>	<b>\$ 76,968.70</b>
EHS & HMS II proposed range						
Proposed wage \$27.55		\$ 57,304.00	\$ 60,174.00	\$ 63,190.00	\$ 66,352.00	\$ 69,680.00
Retirement (Classic Rate)		\$ 11,081.45	\$ 11,636.45	\$ 12,219.68	\$ 12,831.15	\$ 13,474.72
FICA/Medicare		\$ 4,383.76	\$ 4,603.31	\$ 4,834.04	\$ 5,075.93	\$ 5,275.93
<b>Total</b>		<b>\$ 72,769.20</b>	<b>\$ 76,413.76</b>	<b>\$ 80,243.72</b>	<b>\$ 84,259.08</b>	<b>\$ 88,230.65</b>
Five Year Differential	Difference	\$ (9,482.19)				
			\$ (9,957.13)			
				\$ (10,458.73)		
					\$ (10,961.60)	
						\$ (11,261.95)
Five year increase to Personnel Budget	\$ (52,121.61)					

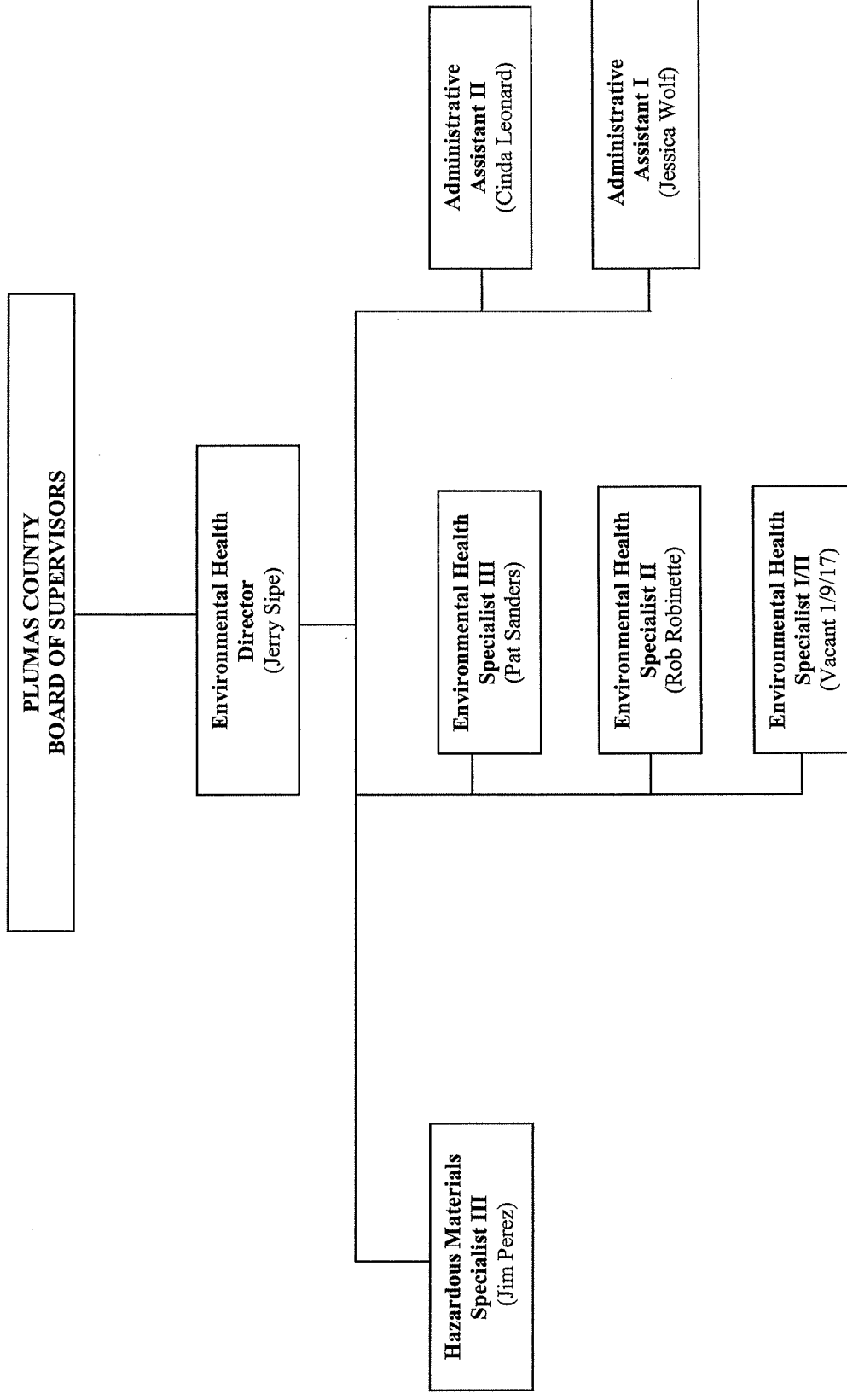
Prepared on May 26, 2017



# Exhibit D

# ENVIRONMENTAL HEALTH

## Organization Chart FY 16-17



# PLUMAS COUNTY BEHAVIORAL HEALTH SERVICES

270 County Hospital Road, #109 Quincy, CA 95971

Phone: (530) 283-6307 FAX: (530) 283-6045

**W. Robert Brunson Director**



Date: May 30, 2017

To: The Honorable Board of Supervisors

From: W. Robert Brunson, Director *Shelly Evans for*

Subject: Agenda for the June 13, 2017 Board Meeting

Re: Salary Increase for Behavioral Health Unit Supervisor - Nursing

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**Recommendation:** It is respectfully requested that the Board of Supervisors approve the salary increase to Step E for the Behavioral Health Unit Supervisor.

**Background Information:** On May 1, 2017, Mrs. Sally Mitchell was hired as our Unit Supervisor of Nursing. Mrs. Mitchell's extensive experience working previously in the State of Nevada as a Director of Nursing made her the ideal candidate for this position.

Mrs. Mitchell's 38 years of experience will be a significant asset to the Department. This position's responsibilities include supervising all aspects of the Tele-Psychiatry program, medications compliance, and nursing services provided at the County Annex, Drop-In Center, Sierra House, and Wellness Centers. Collaboration with primary care practitioners and integration of the whole person care model will be important functions of the position. As an offer was made at \$ 38.91 per hour which falls into the \*E\* step category. We respectfully request to approve the move to \*E\* step salary retroactive to her hiring date of May 1, 2017.

Attached you will find the penny grid showing the steps associated with the salary requested. Additionally, attached is the Job Description.

# PENNY SALARY GRID

RANGE	A	B	C	D	E	L1	L2	L3	L4	L5
3195 Y	66,456	69,784	73,278	76,960	80,808	84,864	89,107	93,579	98,259	103,189
M	5,538.00	5,815.33	6,106.53	6,413.33	6,734.00	7,072.00	7,425.60	7,798.27	8,188.27	8,599.07
B	2,556.00	2,684.00	2,818.40	2,960.00	3,108.00	3,264.00	3,427.20	3,599.20	3,779.20	3,968.80
H	31.95	33.55	35.23	37.00	38.85	40.80	42.84	44.99	47.24	49.61
3196 Y	66,477	69,805	73,299	76,981	80,850	84,906	89,170	93,642	98,342	103,272
M	5,539.73	5,817.07	6,108.27	6,415.07	6,737.47	7,075.47	7,430.80	7,803.47	8,195.20	8,606.00
B	2,556.80	2,684.80	2,819.20	2,960.80	3,109.60	3,265.60	3,429.60	3,601.60	3,782.40	3,972.00
H	31.96	33.56	35.24	37.01	38.87	40.82	42.87	45.02	47.28	49.65
3197 Y	66,498	69,826	73,320	77,002	80,870	84,926	89,190	93,662	98,363	103,293
M	5,541.47	5,818.80	6,110.00	6,416.80	6,739.20	7,077.20	7,432.53	7,805.20	8,196.93	8,607.73
B	2,557.60	2,685.60	2,820.00	2,961.60	3,110.40	3,266.40	3,430.40	3,602.40	3,783.20	3,972.80
H	31.97	33.57	35.25	37.02	38.88	40.83	42.88	45.03	47.29	49.66
3198 Y	66,518	69,846	73,341	77,022	80,891	84,947	89,211	93,683	98,384	103,314
M	5,543.20	5,820.53	6,111.73	6,418.53	6,740.93	7,078.93	7,434.27	7,806.93	8,198.67	8,609.47
B	2,558.40	2,686.40	2,820.80	2,962.40	3,111.20	3,267.20	3,431.20	3,603.20	3,784.00	3,973.60
H	31.98	33.58	35.26	37.03	38.89	40.84	42.89	45.04	47.30	49.67
3199 Y	66,539	69,867	73,362	77,043	80,912	84,968	89,232	93,704	98,405	103,334
M	5,544.93	5,822.27	6,113.47	6,420.27	6,742.67	7,080.67	7,436.00	7,808.67	8,200.40	8,611.20
B	2,559.20	2,687.20	2,821.60	2,963.20	3,112.00	3,268.00	3,432.00	3,604.00	3,784.80	3,974.40
H	31.99	33.59	35.27	37.04	38.90	40.85	42.90	45.05	47.31	49.68
3200 Y	66,560	69,888	73,382	77,064	80,933	84,989	89,253	93,725	98,426	103,355
M	5,546.67	5,824.00	6,115.20	6,422.00	6,744.40	7,082.40	7,437.73	7,810.40	8,202.13	8,612.93
B	2,560.00	2,688.00	2,822.40	2,964.00	3,112.80	3,268.80	3,432.80	3,604.80	3,785.60	3,975.20
H	32.00	33.60	35.28	37.05	38.91	40.86	42.91	45.06	47.32	49.69
3201 Y	66,581	69,930	73,445	77,126	80,995	85,051	89,315	93,787	98,488	103,418
M	5,548.40	5,827.47	6,120.40	6,427.20	6,749.60	7,087.60	7,442.93	7,815.60	8,207.33	8,618.13
B	2,560.80	2,689.60	2,824.80	2,966.40	3,115.20	3,271.20	3,435.20	3,607.20	3,788.00	3,977.60
H	32.01	33.62	35.31	37.08	38.94	40.89	42.94	45.09	47.35	49.72
3202 Y	66,602	69,950	73,466	77,147	81,016	85,072	89,336	93,808	98,509	103,438
M	5,550.13	5,829.20	6,122.13	6,428.93	6,751.33	7,089.33	7,444.67	7,817.33	8,209.07	8,619.87
B	2,561.60	2,690.40	2,825.60	2,967.20	3,116.00	3,272.00	3,436.00	3,608.00	3,788.80	3,978.40
H	32.02	33.63	35.32	37.09	38.95	40.90	42.95	45.10	47.36	49.73
3203 Y	66,622	69,971	73,486	77,168	81,037	85,093	89,357	93,829	98,530	103,459
M	5,551.87	5,830.93	6,123.87	6,430.67	6,753.07	7,091.07	7,446.40	7,819.07	8,210.80	8,621.60
B	2,562.40	2,691.20	2,826.40	2,968.00	3,116.80	3,272.80	3,436.80	3,608.80	3,789.60	3,979.20
H	32.03	33.64	35.33	37.10	38.96	40.91	42.96	45.11	47.37	49.74
3204 Y	66,643	69,992	73,507	77,189	81,058	85,114	89,378	93,850	98,550	103,480
M	5,553.60	5,832.67	6,125.60	6,432.40	6,754.80	7,092.80	7,448.13	7,820.80	8,212.53	8,623.33
B	2,563.20	2,692.00	2,827.20	2,968.80	3,117.60	3,273.60	3,437.60	3,609.60	3,790.40	3,980.00
H	32.04	33.65	35.34	37.11	38.97	40.92	42.97	45.12	47.38	49.75
3205 Y	66,664	70,013	73,528	77,210	81,078	85,134	89,398	93,870	98,571	103,501
M	5,555.33	5,834.40	6,127.33	6,434.13	6,756.53	7,094.53	7,449.87	7,822.53	8,214.27	8,625.07
B	2,564.00	2,692.80	2,828.00	2,969.60	3,118.40	3,274.40	3,438.40	3,610.40	3,791.20	3,980.80
H	32.05	33.66	35.35	37.12	38.98	40.93	42.98	45.13	47.39	49.76
3206 Y	66,685	70,034	73,549	77,230	81,099	85,155	89,419	93,891	98,592	103,522
M	5,557.07	5,836.13	6,129.07	6,435.87	6,758.27	7,096.27	7,451.60	7,824.27	8,216.00	8,626.80
B	2,564.80	2,693.60	2,828.80	2,970.40	3,119.20	3,275.20	3,439.20	3,611.20	3,792.00	3,981.60
H	32.06	33.67	35.36	37.13	38.99	40.94	42.99	45.14	47.40	49.77
3207 Y	66,706	70,054	73,570	77,251	81,120	85,176	89,440	93,912	98,613	103,563
M	5,558.80	5,837.87	6,130.80	6,437.60	6,760.00	7,098.00	7,453.33	7,826.00	8,217.73	8,630.27
B	2,565.60	2,694.40	2,829.60	2,971.20	3,120.00	3,276.00	3,440.00	3,612.00	3,792.80	3,983.20
H	32.07	33.68	35.37	37.14	39.00	40.95	43.00	45.15	47.41	49.79
3208 Y	66,726	70,075	73,590	77,272	81,141	85,218	89,482	93,974	98,675	103,626
M	5,560.53	5,839.60	6,132.53	6,439.33	6,761.73	7,101.47	7,456.80	7,831.20	8,222.93	8,635.47
B	2,566.40	2,695.20	2,830.40	2,972.00	3,120.80	3,277.60	3,441.60	3,614.40	3,795.20	3,985.60
H	32.08	33.69	35.38	37.15	39.01	40.97	43.02	45.18	47.44	49.82
3209 Y	66,747	70,096	73,611	77,293	81,162	85,238	89,502	93,995	98,696	103,646
M	5,562.27	5,841.33	6,134.27	6,441.07	6,763.47	7,103.20	7,458.53	7,832.93	8,224.67	8,637.20
B	2,567.20	2,696.00	2,831.20	2,972.80	3,121.60	3,278.40	3,442.40	3,615.20	3,796.00	3,986.40
H	32.09	33.70	35.39	37.16	39.02	40.98	43.03	45.19	47.45	49.83

## **BEHAVIORAL HEALTH UNIT SUPERVISOR - NURSING**

### **DEFINITION**

Under general direction of the Behavioral Health Director, to direct the activities of the County's Behavioral Health Nursing Program Division, including personnel management, program planning and evaluation. Plan, organize, schedule, assign and supervise the work of Mental Health nursing staff, and other mental health support staff to this division; and to do related work as required.

### **DISTINGUISHING CHARACTERISTICS**

This is a licensed single-position class, which oversees and directs the functions and activities of the Behavioral Health nursing division. Responsibilities include planning, organizing, directing, directly providing and supervising other nursing staff in providing and meeting essential medical duties to clients of the Behavioral Health Department, Drop-In Center and Sierra House.

### **REPORTS TO**

Psychiatrist/Medical Director, Behavioral Health Director or Deputy Director.

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

Psychiatric Nurse I/II, Psychiatric Technician, Physician Assistant, Registered Nurse I/II, Licensed Vocational Nurse I/II, and other staff as assigned.

## **BEHAVIORAL HEALTH UNIT SUPERVISOR - NURSING – 2**

### **EXAMPLES OF DUTIES**

- Plans, schedules, assigns, evaluates and directs the functions of the Behavioral Health Nursing Division.
- Administers the programs and the work of professional nursing staff and other behavioral health support staff.
- Provides direction and oversight of Behavioral Health nursing programs and activities to clients, including the provision of direct services to clients.
- Develop and implement short and long term goals, objectives, policies, procedures and work standards for the Behavioral Health nursing services function.
- Maintain standards of health nursing programs, including securing medical approval of nursing practices as necessary and assuring that services are provided according to County, State and department regulations and policies.
- Advises staff on the interpretation and application of agency policies and applicable State and Federal health laws and regulations.
- Develops programs and budgets for Behavioral Health Program needs.
- Develops information concerning community behavioral health needs, including the collection and interpretation of statistical data.
- Evaluates the effectiveness of current health policies and practices, and helps formulate new policies and practices.
- Performs program planning and development work, including MHSA programs.
- Assists with grant development, administration, and compliance.
- Schedules clinic sites, times, and staffing; reviews medical records for release to other agencies.
- Reviews the assignment and referral of clients to nursing staff.
- Prepares reports and correspondence relating to the nursing division.
- Acts as consultant to outside agencies.
- Represents the Department with other government agencies.
- Collaborates with Primary Care Practitioners and Substance Use Disorder Providers in an effort to utilize and implement integrated healthcare models.
- Facilitates all aspects of the delivery of Tele-Psychiatry and other telehealth services.
- Participates in quality improvement activities as directed.
- Understands and implements the principals of the Wellness and Recovery Model at various sites, including Wellness Centers and clinics and with Behavioral Health staff.
- Collaborates and works with other Behavioral Health Division Directors and other staff, consultants, and partners as assigned.
- Provides for methods to properly store, dispense, and manage medications and oversees other staff members in such matters.

## **BEHAVIORAL HEALTH UNIT SUPERVISOR - NURSING – 3**

### **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; ability to climb, stoop, crouch and kneel; lift and move object weighing up to 25 pounds without assistance; corrected hearing and vision to normal range; verbal communication; use of office equipment including computers, telephones, calculators, copiers, and FAX.

### **TYPICAL WORKING CONDITIONS**

Work is usually performed in an office, clinic environment or at Board and Care Facility; exposure to communicable disease; continuous contact with staff and public; provides services at various physical sites across the county as needed.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge of:**

- Principles, methods, and procedures of general nursing and mental health nursing, including psychotropic medications and side effects.
- Community mental health problems and issues and their relationship to the development and operations of programs and services to meet these needs.
- Federal, State, and County laws and regulations applicable to health programs.
- Causes, means of transmission, and method of control of communicable diseases, including sexually transmitted diseases, AIDS and tuberculosis.
- The sociological and cultural problems involved with providing services in a mental health nursing program.
- Program planning and development.
- Principles, techniques, and practices of business and health administration.
- Budget development and expenditure control.
- Principles and techniques of effective employee supervision, training, and development.

#### **Ability to:**

- Plan, organize, supervise, and administer the functions and services of the Behavioral Health Nursing Program Division of the Plumas County Behavioral Health Department.
- Develop, organize, analyze, and interpret statistical data.
- Provide direction, supervision and training for staff.
- Develop and administer a budget and control expenditures.
- Review the work of staff and resolve problems.



## **BEHAVIORAL HEALTH UNIT SUPERVISOR - NURSING – 4**

### **Ability to – continued:**

- Be responsible for the development, maintenance, and preparation of health statistics, medical records, and reports.
- Direct the preparation and prepare clear, concise reports.
- Effectively represent the Behavioral Health Department in contacts with the public, community organizations, other government agencies, and other health care providers.
- Establish and maintain cooperative working relationships.
- Coordinate assigned activities with community organizations, other government agencies, and primary care providers.
- Use computers and Electronic Health Records systems and software.

### **TRAINING AND EXPERIENCE**

Required qualifications for this position:

Five (5) years of professional experience in public or private health setting as a Registered Nurse; and two (2) years in an administrative or supervisory capacity.

A Bachelor of Science in Nursing, including completion of sufficient nursing and public health studies to obtain requisite licenses and certificates from the State of California, or an equivalent combination of education, experience, and licensure as a Registered Nurse.

Completion of a Master of Nursing Degree or a master's degree in a related health field from an accredited program is desirable.

### **SPECIAL REQUIREMENTS**

Possession and maintenance of a valid license as a Registered Nurse in California and remain active with all annual licensing requirements.

Must possess a valid driver's license at time of application and a valid California Driver's License by the time of appointment. The valid California Driver's License must be maintained throughout employment.

All County of Plumas employees are designated Disaster Service Workers through state law (California Government Code Section 3100-3109). Employment with Plumas County requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Work related training as assigned, and to return to work as ordered in the event of an emergency.



DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

ELLIOTT SMART  
DIRECTOR

(530) 283-6350  
Fax: (530) 283-6368

DATE: JUNE 1, 2017  
TO: HONORABLE BOARD OF SUPERVISORS  
FROM: ELLIOTT SMART, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES  
SUBJ: BOARD AGENDA ITEM FOR JUNE 13, 2017  
RE: REQUEST TO APPROVE A SUPPLEMENTAL BUDGET IN DEPARTMENT 70591,  
PUBLIC AUTHORITY

A handwritten signature in black ink, appearing to be "ES", written over the "FROM" line of the memo.

**It is Recommended that the Board of Supervisors**

Approve a supplemental budget in the FY 2016-2017 budget for the Public Authority in the amount of \$35,000.

**Background and Discussion**

Budget Department 70591 funds the Department's cost for services provided by the Nevada-Sierra In-Home Supportive Services Public Authority. Under Assembly Bill 1682 (Chapter 90, Statutes of 1999), all counties are mandated (among other requirements) to establish an employer of record for the purposes of collective bargaining for represented IHSS caregivers. In February, 2003, the Board of Supervisors approved a contract with the Nevada-Sierra Public Authority to provide professional services to Plumas County including services connected with collective bargaining, maintaining a registry of caregivers, providing criminal background checks on caregivers and conducting training.

The Department's approved budget for professional services for FY 2016-2017 was just over \$341,000. Due to increased services connected with criminal background checks and training IHSS caregivers, the appropriation is not sufficient for the balance of the Fiscal Year. The enclosed supplemental budget for \$35,000 will enable the Department to finish out the year.

**Financial Impact**

There is no financial impact to the County General Fund as a result of approving this supplemental budget. While IHSS costs have figured prominently in the State's FY 2017-2018 budget, those matters do not affect the current year.

**Other Agency Involvement**

The Auditor-Controller has approved the supplemental budget as modified.

Copies: Michael Yalung, Staff Services Manager  
Roberta Allen, Auditor-Controller

Enclosure

**COUNTY OF PLUMAS**  
**REQUEST FOR BUDGET APPROPRIATION TRANSFER**  
**OR SUPPLEMENTAL BUDGET**

TRANSFER NUMBER \_\_\_\_\_  
(Auditor's Use Only)

Department: Social Services - Public Authority Dept. No: 70591 Date 5/18/2017

The reason for this request is (check one):

		Approval Required
A.	<input type="checkbox"/> Transfer to/from Contingencies OR between Departments	Board
B.	<input checked="" type="checkbox"/> Supplemental Budgets (including budget reductions)	Board
C.	<input type="checkbox"/> Transfers to/from or new Fixed Asset, within a 51XXX	Board
D.	<input type="checkbox"/> Transfer within Department, except fixed assets	Auditor
E.	<input type="checkbox"/> Establish any new account except fixed assets	Auditor

☐ **TRANSFER FROM OR**

☒ **SUPPLEMENTAL REVENUE ACCOUNTS**

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0013	<del>70591</del>	<del>48000</del>	<i>Use of Fund Balance</i> Public Authority Transfer	35,000.00
Total (must equal transfer to total)				35,000.00

**TRANSFER TO OR**

**SUPPLEMENTAL EXPENDITURE ACCOUNTS**

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0013	70591	521900	Professional Services	35,000.00
Total (must equal transfer to total)				35,000.00

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

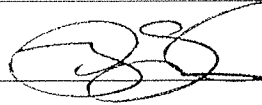
A) To cover additional expenses associated with Nevada Sierra QA, Admin Mtce, and quarterly benefits

B) Original expenditure budget was not sufficient to cover all costs.

C) Expenses are in process and invoices are being held.

D) Revenue and expenditure budgets did not include the allocations for the full years expenditures.

Approved by Department Signing Authority: \_\_\_\_\_



\_\_\_\_\_  
Approved/ Recommended

\_\_\_\_\_  
Disapproved/ Not recommended

Auditor/Controller Signature: \_\_\_\_\_

Board Approval Date: \_\_\_\_\_

Agenda Item No. \_\_\_\_\_

Clerk of the Board Signature: \_\_\_\_\_

Date Entered by Auditor/Controller: \_\_\_\_\_

Initials \_\_\_\_\_

### **INSTRUCTIONS:**

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

NO: 1

MID-YEAR BUDGET REPORT  
DEPARTMENT DETAIL

DATE: 05/23/2017 TIME: 20:11

W: 5 PUBLIC ASSISTANCE  
CITY: 26 ADMINISTRATIONFUND: 0013 DEPT. SOCIAL SERVICES  
DEPARTMENT: 70591 PUBLIC AUTHORITY

(1)	(2)	(3) 2014-15 ACTUAL	(4) 2015-16 ACTUAL	(5) 2016-17 APPROVED	(6) 2016-17 AMENDMENTS	(7) 2016-17 AMENDED	(8) PERIOD 11 ACTUAL	(9) PERIOD 11 % USED	(10) REMAINING BALANCE
ACCOUNT									
44 STATE & FEDERAL AID									
44060	STATE-WELFARE PUB. ADMIN	122,923	1,061,394	961,487		961,487	301,577	31.37%	659,910
44400	FEDL-WELFARE PUB. ADMIN.	119,099	149,430	158,235		158,235	91,695	57.95%	66,540
*44	STATE & FEDERAL AID	242,022	1,210,824	1,119,722		1,119,722	393,271	35.12%	726,451*
46 OTHER REVENUE									
46251	REIMBURSEMENTS/REFUNDS			0		0	0		0
*46	OTHER REVENUE			0		0	0		0*
48 TRANSFER									
48000	TRANSFER			0		0	0		0
*48	TRANSFER			0		0	0		0*
*70591	REVENUES	242,022	1,210,824	1,119,722		1,119,722	393,271	35.12%	726,451*
52 SERVICES & SUPPLIES									
520201	PHONE - LAND LINE (S)			0		0	0		0
521900	PROFESSIONAL SVC	193,095	288,524	343,031		343,031	330,004	96.20%	13,027
522200	NON-CO EMP PER-DIEM			0		0	0		0
523703	NEWSPAPER ADS			0		0	0		0
525000	OVERHEAD	-955	-554	-87		-87	-87	100.00%	0
527500	TRAVEL- OUT OF COUNTY			0		0	0		0
527750	IN CNTY HOSTING			0		0	0		0
*52	SERVICES & SUPPLIES	192,140	287,970	342,944		342,944	329,917	96.20%	13,027*
*70591	EXPENDITURES	192,140	287,970	342,944		342,944	329,917	96.20%	13,027*
*70591	PUBLIC AUTHORITY								*
	EXPENDITURES	192,140	287,970	342,944		342,944	329,917	96.20%	13,027
	LESS REVENUES	242,022	1,210,824	1,119,722		1,119,722	393,271	35.12%	726,451
	PRIOR YEAR FUND BALANCE	-49,883	-922,855	-776,778		-776,778	-63,354	8.16%	-713,424

Cash 10100  
 A/P  
 VMM Payable  
 Beg FBal 6/30/16  
 Revs Budgeted  
 Exp. Budgeted  
 Projected End FBal  
 6/30/17

<347,713.78>  
 <29,893.21>  
 <82,991.04>  
 <460,598.03>  
 1,119,722.00  
 <342,944.00>  
 316,179.97

Date: 05/24/2017 Through Period: 13

### Selection Criteria

Year 2016 

FUND	0013 - DEPT. SOCIAL SERVICES	▼
------	------------------------------	---

Account 

 Find☒ Advanced[illegible]

25 match(es) found.

Year

23518506.05

23518506.05

EPLUS

1

11/17

PLUMAS COUNTY

15:06:18

EXPENDITURE AUDIT TRAIL

SELECTION CRITERIA: orgn.fund='0013' expledgr.key\_orgn='70591' and expledgr.account='521  
ACCOUNTING PERIODS: 1/17 THRU 11/17

SORTED BY: FUND,DEPT/FUND,1ST SUBTOTAL,ACCOUNT

TOTALLED ON: FUND,DEPT/FUND,1ST SUBTOTAL

PAGE BREAKS ON: FUND,DEPT/FUND

FUND - 0013 - DEPT. SOCIAL SERVICES  
DEPT/FUND - 70591 - PUBLIC AUTHORITY

002

000

45,394.22 +  
13,026.63 -

32,367.596+

Short

0.006+

ACCOUNT	DATE	T/C	PO	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	RELATIVE BALANCE
521900	PROFESSIONAL SVC									
0013-5-26-70591-70591 - PUBLIC AUTHORITY										
521900	PROFESSIONAL SVC					.00	.00	.00	BEGINNING BALANCE	
	07/19/16	21-1		10161489	13751 NEVADA-SIERRA RE		37,786.60	.00	ADM/ADV COMM/ INTRG ACT	
	07/22/16	21-1		10161687	13751 NEVADA-SIERRA RE		44,844.88	.00	1ST QTR PROVIDER BENEF	
	10/03/16	11-1				343,031.00			POSTED FROM BUDGET SYSTEM	
	09/22/16	21-3		10164492	13751 NEVADA-SIERRA RE		1,479.00	.00	QA ADVISORY COMM	
	09/22/16	21-3		10164492	13751 NEVADA-SIERRA RE		2,250.00	.00	PROG INT ACTV	
	09/22/16	21-3		10164492	13751 NEVADA-SIERRA RE		5,348.81	.00	ADM ADJ 15/16	
	09/22/16	21-3		10164492	13751 NEVADA-SIERRA RE		37,019.13	.00	ADM MAINT REG OCT-DEC	
	10/18/16	21-4		10165580	13751 NEVADA-SIERRA RE		45,183.75	.00	1ST QTR BENEFITS	
	10/18/16	21-4		10165580	13751 NEVADA-SIERRA RE		29,751.06	.00	OUTSTANDING BAL	
	02/07/17	21-8		10169895	13751 NEVADA-SIERRA RE		37,786.60	.00	ADMIN ADV JAN-MAR 2017	
	02/17/17	21-8		10170342	13751 NEVADA-SIERRA RE		44,844.88	.00	PLUMAS CO SOC SERV	
	04/27/17	21-10		10173399	13751 NEVADA-SIERRA RE		43,709.66	.00	3RDQTR	
	TOTAL PROFESSIONAL SVC					343,031.00	330,004.37	.00		13,026.63
TOTAL 1ST SUBTOTAL - SERVICES & SUPPLIES						343,031.00	330,004.37	.00		13,026.63
TOTAL DEPT/FUND - PUBLIC AUTHORITY						343,031.00	330,004.37	.00		13,026.63
TOTAL FUND - DEPT. SOCIAL SERVICES						343,031.00	330,004.37	.00		13,026.63
TOTAL REPORT						343,031.00	330,004.37	.00		13,026.63

\* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION





ELLIOTT SMART  
DIRECTOR

DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

(530) 283-6350

Fax: (530) 283-6368

DATE: MAY 30, 2017

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES

A handwritten signature in black ink, appearing to be "ES", written over a horizontal line.

SUBJ: BOARD AGENDA ITEM FOR JUNE 13, 2017

RE: REQUEST TO APPROVE BUDGET APPROPRIATION TRANSFER IN  
THE SOCIAL SERVICES BUDGET, DEPARTMENT 70590

**It is Recommended that the Board of Supervisors**

Approve and authorize the transfer of \$50,000 from Account 0013-70590-51000, Regular Wages to Account 0013-70590-51060, Overtime in the Department of Social Services budget.

**Background and Discussion**

The Department of Social Services has carried a significant number of vacant positions throughout the current fiscal year. Because of this, the Department has had to rely increasingly on overtime expenditures to help us stay current with deadlines for processing applications for assistance, to assure that we make visits to children in Foster Care on a timely basis and to meet the need for processing applications for public assistance. Additionally, the Department relies on Extra Help Drivers to assist in transporting parents to and from Court-ordered visits with their children in Foster Care. Due to these circumstances, an appropriation transfer is needed to pay increased expenses in the Overtime account. The Department has savings due to vacant positions being unfilled.

**Other Agency Involvement**

The Auditor-Controller has approved the enclosed appropriation transfer.

Copy: Michael Yalung, Staff Services Manager  
Roberta Allen, Auditor-Controller

Enclosure

(Auditor's Use Only)

Date 3/24/2017

## Approval Required

- Board  
Board  
Board  
Auditor  
Auditor

Fund #	Dept #	Acct #	Account Name	\$ Amount
--------	--------	--------	--------------	-----------

[illegible]

Fund #	Dept #	Acct #	Account Name	\$ Amount
--------	--------	--------	--------------	-----------

[illegible]

Total (must equal transfer to total)	50,000.00
--------------------------------------	-----------

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

- A) Account 0013/70590/51060 has exceeded the approved dollar amount in the FY 16/17 budget.
- B) Several staff positions remain unfilled due to lack of qualified applicants and the 0013/70590/51000 account has available funds.
- C) Account 0013/70590/51060 has a negative balance as of payroll period ending March 4, 2017.
- D) Additional overtime is required to cover the existing workload until qualified applicants can be hired to fill vacancies.

Approved by Department Signing Authority: \_\_\_\_\_

☒ Approved/ Recommended

☐ Disapproved/ Not recommended

Auditor/Controller Signature: \_\_\_\_\_

Board Approval Date: \_\_\_\_\_

Agenda Item No. \_\_\_\_\_

Clerk of the Board Signature: \_\_\_\_\_

Date Entered by Auditor/Controller: \_\_\_\_\_

Initials \_\_\_\_\_

### INSTRUCTIONS:

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Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

STATE FINANCIALS  
DATE: 03/20/10  
TIME: 03:41:13

PAGE NUMBER:  
POSTED: 001

FLUMAS COUNTY  
Expenditure Ledger Short Listing

WILSON CATERA: orgn.yr='17' and orgn.key\_orgn='70590' and account\_acct='51000' and orgn.fund='0013' AND expledger.yr

YTD EXPENSES	PERIOD EXPENSES	ACCOUNT	ENCUMBRANCES	BUDGET CONTROL ORGN/ACCOUNT STATUS
YTD EXPENSES	PERIOD EXPENSES	YTD EXPENSES	ENCUMBRANCES	BALANCE
1,112,928.96	104,199.04	51000 REGULAR WAGES	.00	70590 51000 Active
1,112,928.96	104,199.04			653,578.82

PLUMAS COUNTY  
EXPENDITURE LEDGER  
DATE: 01/24/17  
TIME: 09:21:53

PLUMAS COUNTY  
Expenditure Ledger Short Listing

PAGE NUMBER:  
POSTAL11.000

RELATIONSHIP: BUDGET, ORGN, YTD, and orgn\_key, orgn=70590, and account, acct=51060, and orgn.fund=0013, AND expldgr.yr

YEAR	BUDGET	EXPENSES	YTD EXPENSES	BUDGET CONTROL ORGN/ACCOUNT STATUS	
				ENCUMBRANCES	BALANCE
2017	24,500.00	SOCIAL SVC	57,913.23	51060- 3,345.23	51060 Active

2 23,000 for 2017

+ 1,500  
5,750  
2,250

2017 24,500 1 SD

TO 51060

FROM 51100

MID-TERM BUDGET REPORT  
 DEPARTMENT DETAIL

DATE: 07/07/01 TIME: 17:25

 PROGRAM: 5 SOCIAL SERVICES  
 DIVISION: 00 ADMINISTRATION

 FUND: 001 STATE GENERAL FUND  
 DEPT: 0000 DEPT: 0000

(1)	(2)	(3) 2011-15 ACTUAL	(4) 2015-16 ACTUAL	(5) 2016-17 APPROVED	(6) 2016-17 APPROVED	(7) 2017-17 APPROVED	(8) PERIOD 10 ACTUAL	(9) PERIOD 10 % FUND	(10) REMAINING BALANCE
<b>42 USE OF MONEY &amp; PROPERTY</b>									
42010	INTEREST-INVESTED FUNDS			0		0	0		0
42067	BOOTH RENTAL			0		0	0		0
*43	USE OF MONEY & PROPERTY			0		0	0		0*
<b>44 STATE &amp; FEDERAL AID</b>									
44044	STATE-VEH LIC FEES	1,243,604	68,246	89,673		89,673	53,470	59.63%	36,203
44060	STATE-WELFARE PUB. ADMIN	1,928,922	1,219,383	474,013		474,013	1,421,858	299.96%	-947,845
44093	STATE - CMSIP INCENTIVE			0		0	0		0
44400	FEDL-WELFARE PUB. ADMIN.	1,728,336	675,832	1,269,607		1,269,607	967,058	76.17%	302,549
44520	FEDL-OTHER & FAA		27,867	28,000		28,000	338	1.21%	27,662
*44	STATE & FEDERAL AID	4,900,862	1,991,328	1,861,293		1,861,293	2,442,724	131.24%	-581,431*
<b>46 OTHER REVENUE</b>									
46064	6 MO. OLD CANCELLED WRTS.			0		0	112		-112
46067	GMON.OLD PAYROLL WARRANTS	112		0		0	0		0
46070	CNTRB FR OTHR AGENCY	14,542	2,245	0		0	2,271		-2,271
46082	SALE OF SURPLUS PROP			0		0	0		0
46210	REPAYMENT OF AID	16,117	20,369	15,000		15,000	12,742	84.95%	2,258
46251	REIMBURSEMENTS/REFUNDS	7,806	35,725	0		0	317		-317
46500	CONTRIBS. FROM PUBLIC			0		0	0		0
46999	REIMB FR YR VOID WARRANT			0		0	0		0
*46	OTHER REVENUE	38,576	58,340	15,000		15,000	15,442	102.95%	-442*
<b>48 TRANSFER</b>									
48000	TRANSFER			0		0	15,000		-45,000
48720	TRN-SS ADULT PROTCT SVC			0		0	0		0
48725	TRN-SS ADULT FOSTER CARE			0		0	0		0
48730	TRN-SS FOSTR CARE ADMIN			0		0	0		0
48735	TRN-SS CHLD WELFARE SVC			0		0	0		0
48740	TRS-SS ADOPT ADMIN			0		0	0		0
48745	TRN-SS CHLD ABUSE PRVNT			0		0	0		0
48781	TR-SS-PROTECTIVE SVC	2,142,363	2,247,101	2,114,950		2,114,950	665,655	31.47%	1,449,295
48782	TRN-FAMILY SPT SUBACT	388,121	4,055	0		0	0		0
*48	TRANSFER	2,530,484	2,251,155	2,114,950		2,114,950	710,655	31.88%	1,404,295*
<b>70000 REVENUE</b>									
		7,469,922	4,300,824	3,991,243		3,991,243	3,168,823	78.37%	822,421*
<b>81 SALARIES &amp; BENEFITS</b>									
81000	REGULAR WAGES	1,513,719	1,693,556	1,766,506		1,766,506	1,171,889	66.36%	594,617

FUNCTION: 9 PUBLIC ASSISTANCE  
ACTIVITY: 20 ADMINISTRATION

FUND: 0015 FUND: 0000000000  
ORGANIZATION: 0000000000

(1)	(2)	(3) 2015-16 ACTUAL	(4) 2015-16 ACTUAL	(5) 2016-17 APPROVED	(6) 2016-17 AMENDMENTS	(7) 2016-17 AMENDED	(8) PERIOD 10 ACTUAL	(9) PERIOD 10 % USED	(10) BUDGET BALANCE
51 SALARIES & BENEFITS (CONTINUED)									
51000	OTHER WAGES	65,516	76,833	140,950		140,950	72,855	51.69%	68,095
51060	OVERTIME PAY	63,273	68,121	64,568		64,568	71,643	110.96%	-7,075
51070	UNEMPLOYMENT INSURANCE	9,156	12,030	11,042		11,042	8,282	75.00%	2,761
51080	RETIREMENT	283,109	331,280	346,146		346,146	227,372	65.69%	118,774
51081	OPEB LIABILITY	23,673	23,673	23,673		23,673	23,673	100.00%	0
51090	GROUP INSURANCE	325,760	341,792	363,944		363,944	258,808	71.11%	105,136
51100	FICA/MEDICARE OASDI	123,227	137,334	153,242		153,242	99,423	64.88%	53,819
51110	COMPENSATION INSURANCE	52,848	53,990	55,500		55,500	41,625	75.00%	13,875
51120	CELL PHONE ALLOW	10,675	13,650	12,000	6,100	18,100	12,686	70.09%	5,414
51128	BILINGUAL ALLOWANCE	840	1,260	1,680		1,680	1,278	76.07%	403
51150	LIFE INSURANCE	342	342	342		342	256	74.85%	85
*51	SALARIES & BENEFITS	2,472,137	2,753,714	2,939,595	6,100	2,945,695	1,991,785	67.62%	953,910*
52 SERVICES & SUPPLIES									
520201	PHONE - LAND LINE (S)	18,222	18,458	19,661		19,661	10,764	54.75%	8,897
520202	CELL PHONE SERVICE			852		852	0	.00%	852
520205	PAGER SERVICE			0		0	0	.00%	0
520208	INTERNET INSTALLATION		15	300		300	0	.00%	300
520209	PHONE REPAIRS/INSTALL	5,571	5,011	6,000		6,000	601	10.02%	5,399
520210	POSTAGE/SHIP, MAIL COST	22,167	28,061	27,700		27,700	20,775	75.00%	6,925
520220	PAPER/PAPER SUPPLIES	4,175	4,794	4,956		4,956	3,105	62.65%	1,851
520221	ENVELOPES	2,445	2,333	2,108		2,108	1,664	78.94%	444
520225	PO BOX RENT/ANNUAL FEES	112	139	210		210	159	75.71%	51
520226	TONER/COPY MACH SUPPL	4,619	4,824	7,050		7,050	3,032	43.01%	4,018
520250	COPY MACHINE LEASE	2,264	3,043	12,881		12,881	5,735	44.52%	7,146
520261	PRE-PRINTED FORMS	859	1,370	1,412		1,412	794	56.23%	618
520290	POSTAGE MACHINE RENT/LEAS	5,483	5,483	5,484		5,484	4,091	74.60%	1,393
520410	SOFTWARE LICENSE	1,000		4,804		4,804	0	.00%	4,804
520900	EQUIPMENT MAINTENANCE			468		468	0	.00%	468
520902	VEHICLE MAINTENANCE	20,335	16,566	45,328		45,328	20,941	46.20%	24,387
520907	EQUIP. MAINT.CONTRACT	5,308	5,783	7,000		7,000	6,496	92.80%	504
520908	WIRING COSTS			0		0	0	.00%	0
520910	PHONE CARDS			0		0	0	.00%	0
521230	OFFICE FURNITURE/EQUIP	5,585	513	13,384		13,384	820	6.13%	12,564
521231	COMPUTERS<1500.00	3,336	646	72,500		72,500	0	.00%	72,500
521600	MEMBERSHIPS/ANNUAL DUES	15,559	16,357	16,975	250	17,225	17,040	98.92%	185
521700	MISC EXPENSES			0	45,000	45,000	44,639	99.20%	361
521750	FITNESS & WELLNESS			0		0	0	.00%	0
521800	OFFICE EXP	10,050	13,117	23,370		23,370	12,326	52.74%	11,044



ELLIOTT SMART  
DIRECTOR

DEPARTMENT OF SOCIAL SERVICES  
AND PUBLIC GUARDIAN

Courthouse Annex, 270 County Hospital Rd., Suite 207, Quincy, CA 95971-9174

(530) 283-6350  
Fax: (530) 283-6368

DATE: MAY 30, 2017

TO: HONORABLE BOARD OF SUPERVISORS

FROM: ELLIOTT SMART, DIRECTOR  
DEPARTMENT OF SOCIAL SERVICES

SUBJ: BOARD AGENDA ITEM FOR JUNE 13, 2017

RE: REQUEST TO APPROVE A SUPPLEMENTAL BUDGET IN  
DEPARTMENT 22341, CHILD ABUSE PREVENTION COUNCIL

**It is Recommended that the Board of Supervisors**

Approve a supplemental budget in the Child Abuse Prevention Council's budget for FY 2016-2017.

**Background and Discussion**

The Child Abuse Prevention Council is entitled to receive revenues that are received in the Children's Trust Fund. This request provides such additional funding through a supplemental budget.

**Other Agency Involvement**

The Auditor-Controller has approved the enclosed supplemental budget for the Child Abuse Prevention budget department.

Copy: Michael Yalung, Staff Services Manager  
Roberta Allen, Auditor-Controller

Enclosure



**COUNTY OF PLUMAS**  
**REQUEST FOR BUDGET APPROPRIATION TRANSFER**  
**OR SUPPLEMENTAL BUDGET**

TRANSFER NUMBER

(Auditor's Use Only)

Department: Social Services

Dept. No: 22341

Date 5/11/2017

The reason for this request is (check one):

- A. ☐ Transfer to/from Contingencies OR between Departments  
 B. ☒ Supplemental Budgets (including budget reductions)  
 C. ☐ Transfers to/from or new Fixed Asset, within a 51XXX  
 D. ☒ Transfer within Department, except fixed assets  
 E. ☐ Establish any new account except fixed assets

**Approval Required**

Board  
 Board  
 Board  
 Auditor  
 Auditor

☐ **TRANSFER FROM OR**

☒ **SUPPLEMENTAL REVENUE ACCOUNTS**

(CHECK "TRANSFER FROM" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL REVENUE" IF SUPPLEMENTAL, NEW UNBUDGETED REVENUE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0004	22341	46058	Reimbursement for CAPIT	2,450.00
Total (must equal transfer to total)				2,450.00

☒ **TRANSFER TO OR**

☒ **SUPPLEMENTAL EXPENDITURE ACCOUNTS**

(CHECK "TRANSFER TO" IF TRANSFER WITHIN EXISTING BUDGET, CHECK "SUPPLEMENTAL EXPENDITURE" IF SUPPLEMENTAL, NEW UNBUDGETED EXPENSE)

Fund #	Dept #	Acct #	Account Name	\$ Amount
0004	22341	521900	Professional Svcs	1,800.00
0004	22341	523500	Children's Fair Exp	500.00
0004	22341	523501	Child Abuse Awareness Month	150.00
Total (must equal transfer to total)				2,450.00

Supplemental budget requests require Auditor/Controller's signature

Please provide copy of grant award, terms of award, proof of receipt of additional revenue, and/or backup to support this request.

In the space below, state (a) reason for request, (b) reason why there are sufficient balances in affected accounts to finance transfer, (c) why transfer cannot be delayed until next budget year (attach memo if more space is needed) or (d) reason for the receipt of more or less revenue than budgeted.

A) To increase 0004/22341/521900, 523500 and 523501 to allow for invoices to be paid.

B) The approved budget did not include the forecast budget by CAP Council.

C) Several invoices have been received and need to be paid.

D) Revenue from CAPIT reimbursement and 0004/22341/10100 Cash are available.

Approved by Department Signing Authority: \_\_\_\_\_



☒ Approved/ Recommended

☐ Disapproved/ Not recommended

Auditor/Controller Signature: \_\_\_\_\_



Board Approval Date: \_\_\_\_\_

Agenda Item No. \_\_\_\_\_

Clerk of the Board Signature: \_\_\_\_\_

Date Entered by Auditor/Controller: \_\_\_\_\_

Initials \_\_\_\_\_

### **INSTRUCTIONS:**

Original and 1 copy of ALL budget transfers go to Auditor/Controller. If supplemental request they must go to the Auditor/Controller. Original will be kept by Auditor, copies returned to Department after it is entered into the system.

Supplemental transfer must have Auditor/Controllers signature. Auditor/Controller will forward all signed, supplemental transfers to the Board for approval.

If one copy of agenda request and 13 copies of Board memo and backup are attached, the entire packet will be forwarded, after all signatures are obtained, to the Clerk of the Board. If only the budget form is sent, it will be returned to the Department after all signatures are obtained.

Transfers that are going to be submitted to the Board for approval:

- A. Must be signed by the Auditor/Controller; if supplemental must be signed by the Auditor/Controller.

ACTION CRITERIA: genledgr.fund='0004'

ACCOUNTING PERIOD: 10/17

## FUND - 0004 - CHILD ABUSE PREVENTION

FUND/ DEPT/FUND	ACCOUNT	TITLE	DEBITS	CREDITS
0004	10100	CASH - BALANCE	128,371.29	
0004	10145	CASH - DESIGNATION	.00	
0004	11100	ACCOUNTS RECEIVABLE	.00	
0004	11105	A/R --DUE FROM OTHR GOV	.00	
0004	14301	PRE-PAID EXPENSE	.00	
TOTAL ASSETS			128,371.29	.00
0004	20200	ACCOUNTS PAYABLE		.00
0004	20203	DEFERRED REVENUE		.00
0004	220001	WARRANTS PAYABLE		1,560.21
TOTAL LIABILITIES			.00	1,560.21
0004	3000	RESTRICTED (UNDSGN-B)		83,912.23
0004	3014	NONSPENDABLE/PREPAID EXP		.00
0004	3990	BUDGET FUND BALANCE	1,848.00	
0004	3991	EXPEND BUDGET CONTROL		22,348.00
0004	3992	REVENUE BUDGET CONTROL	20,500.00	
TOTAL EQUITIES			22,348.00	106,260.23
22341	43010	INTEREST-INVESTED FUNDS		488.46
22341	43067	BOOTH RENTAL		180.00
22341	44520	FEDL-OTHER & FAA		.00
22341	45064	CHILDREN'S TRUST FEES		1,893.60
22341	46058	REIMB FOR CAPIT EXP		27,656.80
22341	46070	CNTRB FR OTHR AGENCY		.00
22341	46500	CONTRIBS. FROM PUBLIC		20,895.00
TOTAL REVENUE			.00	51,113.86
22341	520201	PHONE - LAND LINE (S)		.00
22341	520210	POSTAGE/SHIP, MAIL COST		.00
22341	520230	COPY CHARGES		.00
22341	521800	OFFICE EXP		.00
22341	521900	PROFESSIONAL SVC	1800	.00
22341	523000	PROMOTIONAL MATERIAL	797.51	
22341	523500	CHILDRENS FAIR EXP	1,633.40	+600
22341	523501	CHILD ABUSE AWARENESS MO	1,326.10	+150
22341	524000	RENT - OFFICE/SPACE		.00
22341	524400	SPECIAL DEPARTMENT EXP		.00
22341	525000	OVERHEAD	2,733.00	
22341	525119	LIABILITY SELF-FND INS		.00
22341	526900	CONTRACTS	1,725.00	
22341	527500	TRAVEL- OUT OF COUNTY		.00
22341	527550	IN COUNTY HOSTING		.00
22341	528400	CONTINGENCIES		.00
22341	532000	CONTRIB TO OTHER AGENCY		.00
TOTAL EXPENSES			8,215.01	.00
TOTAL CHILD ABUSE PREVENTION			158,934.30	158,934.30
TOTAL REPORT			158,934.30	158,934.30

# DEPOSIT PERMIT

JNTY OF PLUMAS  
STATE OF CALIFORNIA

THE TREASURER  
HAS RECEIVED FOR DEPOSIT

FROM: PLUMAS COUNTY DEPARTMENT OF SOCIAL SERVICES DATE: March 13, 2017

THE SUM OF: Twenty Seven Thousand Nine Hundred Ninety Five and 00/100\*\*\*\*\* DOLLARS: \$27,995.00

RECEIPT NOS. Schedule # 020097T BY: (SIGNATURE)

ON ACCOUNT OF	FUND	ACCT	DEPT	CASH ACCT	AMOUNT
SCHEDULE #020097T FOR THE MONTH OF March 2017 CBCAP-Child Abuse Pervention  FY 16/17	0013	70590	44520	10100	\$27,995.00

Coin	
Currency	
Checks	\$27,995.00
Direct Dep	

CERTIFIED INTO THE COUNTY TREASURY  
UNDER SEC. 27008, GOV'T. CODE.

County Auditor/Controller

Date: March 13, 2017

By: (Signature) Deputy

Treasurer and Tax Collector

Date: March 13, 2017

By: (Signature) Deputy

FUND NAME	FUND NO	AMOUNT
129521		

RECEIVED  
MAR 14 2017  
PLUMAS COUNTY  
SOCIAL SERVICES

Deposit No.

Year 2017 ▼

ACCOUNT	46058
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## Search Criteria

[illegible]

Receivable

Transaction Date	11/2
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Receipt

Transaction Code		
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Amount	
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Payer 

Control Number

 Find

27995.00  
 (1848.00)  
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 26147.00  
 (Incorrect)

Total Budget: 0.00    Receipt: 53803.80    Receivable: 0.00  
Balance: -53803.80



Through Period: 11

### - Selection Criteria

Year	<input type="text"/>	FUND	<input type="text"/>
DEPT/FUND	<input type="text"/>	FUNCTION	<input type="text"/>
Account	<input type="text"/>	ACTIVITY	<input type="text"/>
		DEPT/FUND(T)	<input type="text"/>

Year	DEPT/	Title	Account	Account Title	Budget	Period Receipts	YTD Receipt	Balance
17	22341	CHILD ABUSE PRVN	43010	INTEREST-INVESTED FUNDS	200.00	0.00	488.46	-288.46
17	22341	CHILD ABUSE PRVN	43067	BOOTH RENTAL	300.00	60.00	310.00	-10.00
17	22341	CHILD ABUSE PRVN	44520	FEDL-OTHER & FAA	0.00	308.00	308.00	-308.00
17	22341	CHILD ABUSE PRVN	45064	CHILDREN'S TRUST FEES	3000.00	183.60	2080.80	919.20
17	22341	CHILD ABUSE PRVN	46058	REIMB FOR CAPIT EXP	0.00	26147.00	53803.80	-53803.80
17	22341	CHILD ABUSE PRVN	46070	CNTRB FR OTHR AGENCY	0.00	0.00	0.00	0.00
17	22341	CHILD ABUSE PRVN	46500	CONTRIBS. FROM PUBLIC	17000.00	150.00	21045.00	-4045.00

There will be more revenue posted through 8/31/17

7 match(es) found

- Totals

Budget:	20,500.00	Period Receipts:	26,848.60	YTD Receipts:	78,036.06	Receivables:	.00	Balance:	-57,536.06
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7E

## **BOARD OF SUPERVISORS STAFF REPORT**

**TO:** Honorable Board of Supervisors

**FROM:** Rebecca Herrin, Senior Planner *RH*

**MEETING DATE:** June 13, 2017

**SUBJECT:** **PUBLIC HEARING ITEM:** Proposed ordinance amending Plumas County Code Sections which implement the State Responsibility Area Fire Safe Regulations (Title 8 Building Regulations and Title 9 Planning and Zoning)

**Note:** The proposed State Responsibility Area regulations will only apply to those private lands in identified State Responsibility Areas as shown on CALFIRE maps. The areas located within the Chester Public Utility District, the valley floor of the Sierra Valley, the City of Portola and parts of Quincy and East Quincy within the Quincy Fire Protection District are excluded from requirements of this ordinance as they are designated as Local Responsibility Areas.

A display map will be available at the Public Hearing that shows these areas.

## **ACTIONS FOR CONSIDERATION:**

**Staff recommends that the Board of Supervisors:**

- I. HOLD A PUBLIC HEARING:** on the proposed ordinance implementing the State Responsibility Area Fire Safe Regulations and compliance with the California Environmental Quality Act.
- II. CEQA COMPLIANCE AND DETERMINATION:** Find that the ordinance adoption is exempt from the requirements of the California Environmental Quality Act (CEQA) under Section 150619b)(3) because it can be seen with certainty that there is no possibility that the ordinance adoption may have a significant effect because the ordinance adoption will provide the same practical effect as the State Responsibility Area (SRA) Regulations and will protect natural resources and public health and safety.
- III. APPROVAL OF THE PROPOSED ORDINANCE:** Approve the ordinance implementing the State Responsibility Area (SRA) Fire Safe Regulations with the exception process as provided in the ordinance.
- IV. SUBMIT APPROVED ORDINANCE TO THE BOARD OF FORESTRY FOR CERTIFICATION:** Direct staff to submit the ordinance to the California Board of Forestry (or designee, the California Department of Forestry and Fire Protection) for certification as provided by the Regulations.



## **BACKGROUND:**

The California Board of Forestry adopted amendments to the regulations governing fire safe development in the State Responsibility Area (SRA) on March 4, 2015 (**Attachment 1**).

*Any prior certifications of ordinances granted to cities and counties were made invalid by the adoption of these regulations. Therefore, Plumas County's local SRA Fire Safe Regulations, as adopted into the Building Regulations and the Planning and Zoning Code and previously certified by the Board of Forestry in 1993, were no longer valid as of January 1, 2016. The County has been enforcing the State regulations regarding building and development, rather than local codes, since that date.*

After the revised state regulations were approved by the Board of Forestry and before the new regulations went into effect on January 1, 2016, several meetings were held on this issue involving county staff, including the Planning Director and staff, County Counsel, Director of Public Works and Engineering Department staff, the Building Official and Director of the Office of Emergency Services.

The issue was discussed at the Plumas County Fire Chief's Association meeting held on October 3, 2015 (see attached memo from Jerry Sipe, Plumas County Office of Emergency Services, regarding the meeting-**Attachment 2**). Several meetings since have been held between representatives of the local fire entities, county staff and representatives from CALFIRE. Local fire protection district chiefs and CALFIRE representatives have attended Planning Commission meetings and have provided input throughout the process.

Staff drafted amendments to the zoning code and these ordinance amendments were discussed in detail by the Commission at the following meetings:

- March 24, 2016
- April 7, 2016
- May 5, 2016
- May 19, 2016
- July 7, 2016

Changes resulting from input by the Commissioner and others were also incorporated into the draft ordinance, resulting in the version before the Board today.

The Planning Commission's duties include providing recommendations to the Board of Supervisors on zoning code changes after holding a noticed public hearing (Plumas County Code sections 9-2.905 and 9-2.906).

The Planning Commission held a public hearing on September 1, 2016 and adopted Resolution 2016-1 (**Attachment 3**) recommending that the Board of Supervisors:

- Find that the ordinance adoption is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the ordinance may have a significant effect on the environment

because the ordinance adoption will provide the same practical effect as the State Responsibility Area (SRA) Regulations and will protect natural resources and public health and safety.

- Adopt the ordinance implementing the State Responsibility Area (SRA) Regulations with the exception process as provided in the ordinance.

Minutes from the September 1, 2016 Planning Commission hearing are included as **Attachment 4**.

The purpose of the proposed amendments to Title 8 and Title 9 is to implement the State Responsibility Area Fire Safe regulations (Section 4290 of the California Public Resources Code specified in Title 14, Natural Resources Division 1.5 Department of Forestry, Chapter 7 Fire Protection, Subchapter 2 SRA Fire Safe Regulations, Articles 1-5 of the California Code of Regulations) and to replace and update the previously adopted County Codes that implemented the SRA Fire Safe Regulations.

The Board of Supervisors must approve a new ordinance prior to making application for certification by the Board of Forestry.

After approval by the Board of Supervisors, the approved ordinance will be forwarded to the Board of Forestry for certification and determination that the ordinance meets the same practical effect as the SRA Fire Safe Regulations.

Once certified by the Board of Forestry (or the California Department of Forestry and Fire Protection, as designee) the ordinance will be brought back to the Board of Supervisors for final adoption and codification. **Attachment 5** shows a Certification Matrix.

#### **SUMMARY OF ISSUES FOR DISCUSSION:**

Many counties have adopted the State Responsibility Area (SRA) Fire Safe Regulations in their entirety into the local code, delegating authority for inspection and enforcement to the California Department of Forestry and Fire Protection. Plumas County, at the time of the original adoption of the Regulations, took a different course and adopted locally enforceable regulations. These regulations were certified by the Board of Forestry *in lieu of* the State Regulations, having been determined to provide the same practical effect.

The Plumas County ordinances contained several exceptions from the Regulations.

**“Exception” is defined as “an alternative to the specified standard requested by the applicant that may be necessary due to health, safety, environmental conditions, physical site limitations or other limiting conditions such as recorded historical sites that provide mitigation of the problem”.**

- **Driveway Exception:** The previous ordinance only required a Fire Safe driveway design when structures were located over 150 feet from a public or private road. Any structure located closer than 150 feet could be accessed with a driveway constructed to owner specifications without review or inspection by the County.

Although certified by the Board of Forestry, this exception failed to provide adequate access for emergency responders in many cases. Over the years, through the General Plan Update process as well as other joint services committee meetings, there were complaints about the process from fire chiefs and others charged with providing emergency services. Hundreds of staff hours in Planning and Building were spent discussing better ways to make the process work. In the end, having the exception for driveways in the Plumas County code failed to serve the emergency responders and the public and did not serve to enforce the SRA Fire Safe Regulations as intended.

Based on input from the State, it is unlikely that any local code exceptions for driveways, such as the 150-foot exception, would be re-certified.

The new proposed ordinance removes the 150-foot exception, but only requires Fire Safe driveway designs with permits for new dwellings. The previous ordinance required Fire Safe driveways for all structures, including sheds, barns, and other accessory buildings such as pump houses. Now only dwellings must be served by driveways designed and constructed to the standard.

The fire chiefs have expressed that they wouldn't object to having an exception for certain driveway standards, if they could be involved in the decision-making process. The proposed ordinance provides for a case-by-case exception process involving CALFIRE and local chiefs rather than County staff. Many problems with the old process arose when local emergency service providers and CALFIRE were not involved in driveway inspections and designs.

Most of the easily accessible properties in the County have been developed. There are many existing steep lots that people are now looking at developing. Designing a driveway in some cases will be more expensive and perhaps not feasible. Relocation of building sites and improved design can mitigate most difficult building sites, but not all. But the CALFIRE exception process will be available for property owners who have individual problems and these can be addressed on a case-by-case basis with CALFIRE personnel and local emergency services providers input. Part of the exception process also involves education as to the need and the purpose for the Regulations. CALFIRE's exception application is included as **Attachment 6**.

Amendments to the driveway standards are on pages 24, 143, 151, 153, and 54. The exception process is addressed in detail on page 193.

- **Yard Requirements:** The State Regulations state that all parcels of one acre or greater in size are required to have thirty (30') foot side and rear yard setbacks that apply to any structures. The previous ordinance incorporated five exceptions that could be used to

reduce the side and rear yard setbacks to those setbacks established for all properties in the zoning code. The new proposed code contains three exceptions that can be utilized to reduce the setback, including an exception granted by CALFIRE (page 47).

Shane Vargas, of CALFIRE, has been providing assistance with this issue over the past year with much success through the established exception process.

The previous ordinance contained exceptions for side and rear yard setbacks in those areas outside of fire protection districts for structures on parcels less than one acre in size. There are seven methods of achieving an exception in the proposed code (page 48). The Regulations grant deference to the local jurisdiction as to how to address setbacks on parcels less than one acre in size.

- **Emergency Water for Fire Protection:** The old SRA Fire Safe Regulations required that 2,500 gallons (or equivalent) water for fire protection be provided on all parcels created after 1992. When applicants came in for building permits to construct new dwellings on these parcels, they were required to provide a water tank on site in order to satisfy that State and County code requirement.

Properties served by District fire hydrants were not required to provide extra water tanks.

The revised SRA Fire Safe Regulations have removed the requirement for 2,500 gallons per dwelling unit. The Planning Commission voted on July 7, 2016 to leave this requirement in the Plumas County Code for final determination by the Board of Supervisors (page 166). Fire chiefs have expressed that they would rather see community tanks rather than individual tanks that do not provide enough water to fight the structure fire. The General Plan Update contains policies encouraging the development of community water systems and tanks for emergency fire protection rather than individual systems. In addition, sprinklers are now required in new dwellings which was not the case in 1993.

There would be no issue with rewriting this section to remove the requirement for 2,500 gallons of water per dwelling if the Board decides it is unnecessary.

**ATTACHMENTS:**

1. Letter from J. Keith Gilles, Chair, Board of Forestry and Fire Protection to R. Craig Settlemire dated July 7, 2015 with SRA Fire Safe Regulations attached.
2. Memo from Jerry Sipe, Plumas County Office of Emergency Services, dated October 6, 2015
3. Planning Commission Resolution Number P.C. 2016-1 making recommendations to the Board of Supervisors
4. Planning Commission Minutes of September 1, 2016
5. SRA Fire Safe Regulations Certification Matrix prepared by Staff
6. CALFIRE Lassen-Modoc Unit Request for Exception to Standards application form
7. Proposed ordinance with additions in red and bold font. County Counsel has reviewed this proposed ordinance.

(A strikethrough version of the proposed ordinance has been provided to the Clerk.)

**BOARD OF FORESTRY AND FIRE PROTECTION**

P.O. Box 944246  
SACRAMENTO, CA 94244-2460  
Website: [www.bof.fire.ca.gov](http://www.bof.fire.ca.gov)  
(916) 653-8007



R. Craig Settlemyre  
Plumas County Counsel  
520 Main Street, Room 301  
Quincy, CA 95971

July 7, 2015

Re: Board of Forestry and Fire Protection Regulatory Update and 4290 Certification

Dear Mr. Settlemyre,

Section 4290 of the Public Resources Code requires the Board of Forestry and Fire Protection (Board) to "adopt regulations implementing minimum fire safety standards related to defensible space which are applicable to state responsibility area lands under the authority of the department." This statute is further clarified and made specific in regulation in Title 14, the Natural Resources Division of the California Code of Regulations.

At their regularly scheduled meeting on March 4, 2015, the Board adopted amendments to these regulations governing fire safe development in the State Responsibility Area (SRA). These amendments were the result of over two years of testing and research by a workgroup of CAL FIRE and local agency land use planning specialists. This workgroup evaluated each regulation found in Title 14, Division 1.5, Chapter 7 Fire Protection, Subchapter 2 SRA Fire Safe Regulations (14 CCR §1270 et seq).

Beginning with 14 CCR § 1273.01, the workgroup made changes to sixteen sections, listed below, in order to better address the above issues. These changes, as adopted by the Board, were approved by the Office of Administrative Law on April 27, 2015 and *will become effective on January 1, 2016*. The rulemaking file with the additions and deletions to the regulations can be found on the Board's Regulations site (<http://bofdata.fire.ca.gov/regulations/>) under "2015 Approved Regulations." **On January 1, 2016, any certifications issued by the Board of Forestry and Fire Protection for county ordinances that met or exceeded the former regulations shall be invalid.**

The amended regulations are:

- § 1273.01 Road Width
- § 1273.02 Roadway Surface
- § 1273.05 Roadway Turnarounds
- § 1273.06 Roadway Turnouts
- § 1273.07 Roadway Structures
- § 1273.08 One-Way Roads
- § 1273.10 Driveways
- § 1273.11 Gate Entrances
- § 1274.01 Size of Letters, Numbers, and Symbols for Street and Road Signs

*The Board's mission is to lead California in developing policies and programs that serve the public interest in environmentally, economically, and socially sustainable management of forest and rangelands, and a fire protection system that protects and serves the people of the state.*



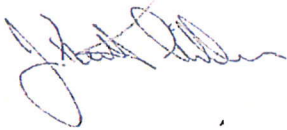
§ 1274.09 Size of Letters, Numbers, and Symbols for Addresses  
§ 1275.00 Intent  
§ 1275.01 Application  
§ 1275.10 General Standards  
§ 1275.15 Hydrant/Fire Valve  
§ 1276.00 Intent  
§ 1276.03 Greenbelts

Counties wishing to re-certify their local ordinances must send to the Board their new ordinances and/or codes as adopted by the County Board of Supervisors. A cover letter should request certification of those ordinances/codes under 14 CCR § 1270.03 and provide a point of contact from the relevant County department who can discuss the ordinances with Board staff. Once the local ordinances are certified by the Board, they can be used in lieu of the state regulations in the State Responsibility Area. However, CAL FIRE does not abrogate its authority to enforce the state regulations even where local ordinances have been certified.

For reference, the complete regulatory text in 14 CCR Subchapter 2 as effective January 1, 2016 is enclosed with this mailing. Enclosed is also a matrix utilized by Board staff during the certification process that may be used by counties in assessing whether their ordinances meet or exceed the regulations. These resources are also available online at the Board website: [http://bofdata.fire.ca.gov/board\\_joint\\_policies/local\\_government/](http://bofdata.fire.ca.gov/board_joint_policies/local_government/).

For further information, clarification, or assistance, please contact Board staffer Edith Hannigan at (916) 653-2928 or [edith.hannigan@bof.ca.gov](mailto:edith.hannigan@bof.ca.gov). Thank you for your efforts in protecting the people, property, and natural resources of your County from wildfire.

Sincerely,



J. Keith Gilless  
Chair, Board of Forestry and Fire Protection

Enclosures:  
SRA Fire Safe Regulations, as of 1/1/16  
SRA Fire Safe Regulations Certification Matrix

cc:  
CAL FIRE Unit Chiefs, Fire Prevention Bureau Chiefs  
CAL FIRE Deputy Chief Contract Counties  
CAL FIRE Region Assistant Chiefs Law Enforcement/Fire Prevention

# **CALIFORNIA BOARD OF FORESTRY AND FIRE PROTECTION**

## **SRA FIRE SAFE REGULATIONS**



## **FOR INFORMATIONAL USE ONLY**

View the official California Code of Regulations online at  
[govt.westlaw.com/calregs](http://govt.westlaw.com/calregs)

As of January 1, 2016

California Code of Regulations

Title 14 Natural Resources

Division 1.5 Department of Forestry

Chapter 7 - Fire Protection

Subchapter 2 SRA Fire Safe Regulations

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- § 1276.02. Disposal of Flammable Vegetation and Fuels
- § 1276.03. Greenbelts

**Authority cited**

NOTE: Authority cited: Section 4290, Public Resources Code. Reference: Sections 4290 and 4291, Public Resources Code.

**History**

1. New sections filed 5/30/91; operative 5/30/91 pursuant to Government Code section 11346.2(d) (Register 91, No.27)
2. Amendments filed 1-31-2013; operative 4-1-2013 (Register 2013, No. 5)
3. Amendments filed 4-27-2015; operative 1-1-2016 (Register 2015, No. 18)

**ARTICLE 1. ADMINISTRATION**

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- § 1270.09. Appeals
- § 1271.00. Definitions
- § 1271.05. Distance Measurements
- § 1272.00. Maintenance of Defensible Space Measures

**1270.00. Title**

These regulations shall be known as "SRA Fire Safe Regulations," and shall constitute the basic wildland fire protection standards of the California Board of Forestry.

**1270.01. Purpose**

These regulations have been prepared and adopted for the purpose of establishing minimum wildfire protection standards in conjunction with building, construction and development in SRA. A local jurisdiction may petition the Board for certification pursuant to section 1270.03. Where Board certification has not been granted, these regulations shall become effective September 1, 1991. The future design and construction of structures, subdivisions and developments in State Responsibility Area (SRA) shall provide for basic emergency access and perimeter wildfire protection measures as specified in the following articles. These measures shall provide for emergency access; signing and building numbering; private water supply reserves for emergency fire use; and vegetation modification. The fire protection standards which follow shall specify the minimums for such measures.

**1270.02. Scope**

(a) These regulations shall apply to:

- (1) the perimeters and access to all residential, commercial, and industrial building construction within SRA approved after January 1, 1991 except as set forth below in subsection b.);
- (2) all tentative and parcel maps or other developments approved after January 1, 1991; and
- (3) applications for building permits on a parcel approved in a pre-1991 parcel or tentative map to the extent that conditions relating to the perimeters and access to the buildings were not imposed as part of the approval of the parcel or tentative map.

(b) These regulations do not apply where an application for a building permit is filed after January 1, 1991 for building construction on a parcel that was formed from a parcel map or tentative map (if the final map for the tentative map is approved within the time prescribed by the local ordinance) approved prior to January 1, 1991, to the extent that conditions relating to the perimeters and access to the buildings were imposed by the parcel map or final tentative map approved prior to January 1, 1991.

(c) Affected activities include, but are not limited to:

- (1) permitting or approval of new parcels, excluding lot line adjustments as specified in Government Code (GC) section 66412(d),
- (2) application for a building permit for new construction, not relating to an existing structure,
- (3) application for a use permit,
- (4) the siting of manufactured homes (manufactured homes are as defined by the National Fire Protection Association, National Fire Code, section 501A, Standard for Fire Safety Criteria for Manufactured Home Installations, Sites and Communities, chapter 1, section 1-2, Definitions, page 4, 1987 edition and Health and Safety Code sections 18007, 18008, and 19971).
- (5) road construction, including construction of a road that does not currently exist, or extension of an existing road.

(d) EXEMPTION: Roads used solely for agricultural or mining use and roads used solely for the management and harvesting of wood products.

### **1270.03. Local Ordinances**

Nothing contained in these regulations shall be considered as abrogating the provisions of any ordinance, rule or regulation of any state or local jurisdiction providing such ordinance, rule, regulation or general plan element is equal to or more stringent than these minimum standards. The Board may certify local ordinances as equaling or exceeding these regulations when they provide the same practical effect. The Board's certification of local ordinances pursuant to this section is rendered invalid when previously certified ordinances are subsequently amended by local jurisdictions without Board re-certification of the amended ordinances. The Board's regulations supersede the amended local ordinance(s) when the amended local ordinance(s) are not re-certified by the Board. Amendments made by local jurisdictions to previously certified ordinances shall be re-certified as described in 14 CCR §§ 1270.01 and 1270.03.

### **1270.04. Provisions for Application of these Regulations**

This subchapter shall be applied as follows:

- (a) local jurisdictions shall provide the Director with notice of applications for building permits, tentative parcel maps, tentative maps, and use permits for construction or development within SRA.
- (b) the Director may review and make fire protection recommendations on applicable construction or development or maps provided by the local jurisdiction.
- (c) the local jurisdiction shall ensure that the applicable sections of this subchapter become a condition of approval of any applicable construction or development permit or map.

### **1270.05. Inspection Authority**

(a) Inspection shall be made pursuant to section 1270.06 by:

- (1) the Director, or
- (2) local jurisdictions that have assumed state fire protection responsibility on SRA lands, or
- (3) local jurisdictions where these regulations have been incorporated verbatim into that jurisdiction's building permit or subdivision approval process and the inspection duties have been formally delegated by CAL FIRE to the local jurisdiction, or
- (4) local jurisdictions where the local ordinances have been certified pursuant to 14 CCR §§ 1270.01 and 1270.03 and the inspection duties have been formally delegated by CAL FIRE to the local jurisdiction.

(b) Nothing in this section abrogates CAL FIRE's authority to inspect and enforce state forest and fire laws even when the inspection duties have been delegated pursuant to this section.

(c) Reports of violations shall be provided to the CAL FIRE Unit headquarters that administers SRA fire protection in the local jurisdiction.

**1270.06. Inspections**

The inspection entity listed in 14 CCR 1270.05 may inspect for compliance with these regulations. When inspections are conducted, they should occur prior to: the issuance of the use permit; certificate of occupancy; the recordation of the parcel map or final map; the filing of a notice of completion; or the final inspection of any project or building permit.

**1270.07. Exceptions to Standards**

Upon request by the applicant, exceptions to standards within this subchapter or local jurisdiction certified ordinances may be allowed by the inspection entity listed in 14 CCR 1270.05, where the exceptions provide the same overall practical effect as these regulations towards providing defensible space. Exceptions granted by the inspection entity listed in 14 CCR 1270.05 shall be made on a case-by-case basis only. Exceptions granted by the inspection entity listed in 14 CCR 1270.05 shall be forwarded to the appropriate CAL FIRE Unit Office that administers SRA fire protection in that county and shall be retained on file at the Unit Office.

**1270.08. Request for Exceptions**

Requests for an exception shall be made in writing to the inspection entity listed in 14 CCR 1270.05 by the applicant or the applicant's authorized representative. The request shall state the specific section(s) for which an exception is requested, material facts supporting the contention of the applicant, the details of the exception proposed, and a map showing the proposed location and siting of the exception.

**1270.09. Appeals**

Where an exception is not granted by the inspection authority, the applicant may appeal such denial to the local jurisdiction. The local jurisdiction may establish or utilize an appeal process consistent with existing local building or planning department appeal processes.

Before the local jurisdiction makes a determination on an appeal, the inspection authority shall be consulted and shall provide to that local jurisdiction documentation outlining the effects of the requested exception on wildland fire protection.

If an appeal is granted, the local jurisdiction shall make findings that the decision meets the intent of providing defensible space consistent with these regulations. Such findings shall include a statement of reasons for the decision. A written copy of these findings shall be provided to the CAL FIRE Unit headquarters that administers SRA fire protection in that local jurisdiction.

**1271.00. Definitions**

**Accessory building:** Any building used as an accessory to residential, commercial, recreational, industrial, or educational purposes as defined in the California Building Code, 1989 Amendments, Chapter 11, Group M, Division 1 Occupancy that requires a building permit.

**Agriculture:** Land used for agricultural purposes as defined in a local jurisdiction's zoning ordinances.

**Building:** Any structure used or intended for supporting or sheltering any use of occupancy that is defined in the California Building Code, 1989 Amendments, Chapter 11, except Group M, Division 1, Occupancy. For the purposes of this subchapter, building includes mobile homes and manufactured homes, churches, and day care facilities.

**CDF:** California Department of Forestry and Fire Protection.

**Dead-end road:** A road that has only one point of vehicular ingress/egress, including cul-de-sacs and looped roads.

**Defensible space:** The area within the perimeter of a parcel, development, neighborhood or community where basic wildland fire protection practices and measures are implemented, providing the key point of defense from an

approaching wildfire or defense against encroaching wildfires or escaping structure fires. The perimeter as used in this regulation is the area encompassing the parcel or parcels proposed for construction and/or development, excluding the physical structure itself. The area is characterized by the establishment and maintenance of emergency vehicle access, emergency water reserves, street names and building identification, and fuel modification measures.

**Development:** As defined in Section 66418.1 of the California Government Code.

**Director:** Director of the Department of Forestry and Fire Protection or his/her designee.

**Driveway:** A vehicular access that serves no more than two buildings, with no more than three dwelling units on a single parcel, and any number of accessory buildings.

**Dwelling unit:** Any building or portion thereof which contains living facilities, including provisions for sleeping, eating, cooking and/or sanitation for not more than one family.

**Exception:** An alternative to the specified standard requested by the applicant that may be necessary due to health, safety, environmental conditions, physical site limitations or other limiting conditions such as recorded historical sites, that provide mitigation of the problem.

**Fire valve:** See hydrant.

**Fuel modification area:** An area where the volume of flammable vegetation has been reduced, providing reduced fire intensity and duration.

**Greenbelts:** A facility or land-use, designed for a use other than fire protection, which will slow or resist the spread of a wildfire. Includes parking lots, irrigated or landscaped areas, golf courses, parks, playgrounds, maintained vineyards, orchards or annual crops that do not cure in the field.

**Hammerhead/T:** A roadway that provides a "T" shaped, three-point turnaround space for emergency equipment, being no narrower than the road that serves it.

**Hydrant:** A valved connection on a water supply/storage system, having at least one 2 1/2 inch outlet, with male American National Fire Hose Screw Threads (NH) used to supply fire apparatus and hoses with water.

**Local Jurisdiction:** Any county, city/county agency or department, or any locally authorized district that issues or approves building permits, use permits, tentative maps or tentative parcel maps, or has authority to regulate development and construction activity.

**Occupancy:** The purpose for which a building, or part thereof, is used or intended to be used.

**One-way road:** A minimum of one traffic lane width designed for traffic flow in one direction only.

**Roads, streets, private lanes:** Vehicular access to more than one parcel; access to any industrial or commercial occupancy; or vehicular access to a single parcel with more than two buildings or four or more dwelling units.

**Roadway:** Any surface designed, improved, or ordinarily used for vehicle travel.

**Roadway structures:** Bridges, culverts, and other appurtenant structures which supplement the roadway bed or shoulders.

**Same Practical Effect:** As used in this subchapter means an exception or alternative with the capability of applying accepted wildland fire suppression strategies and tactics, and provisions for fire fighter safety, including:

- (a) access for emergency wildland fire equipment,
- (b) safe civilian evacuation,
- (c) signing that avoids delays in emergency equipment response,
- (d) available and accessible water to effectively attack wildfire or defend a structure from wildfire, and
- (e) fuel modification sufficient for civilian and fire fighter safety.

**Shoulder:** Roadbed or surface adjacent to the traffic lane.

**State Board of Forestry (SBOF):** A nine member board, appointed by the Governor, which is responsible for developing the general forest policy of the state, for determining the guidance policies of the Department of Forestry and Fire Protection, and for representing the state's interest in federal land in California.

**State Responsibility Area (SRA):** As defined in the Public Resources Code section 4126-4127; and the California Code of Regulations, Title 14, Division 1.5, Chapter 7, Article 1, Sections 1220-1220.5.

**Structure:** That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

**Subdivision:** As defined in Section 66424 of the Government Code.

**Traffic lane:** The portion of a roadway that provides a single line of vehicle travel.

**Turnaround:** A roadway, unobstructed by parking, which allows for a safe opposite change of direction for emergency equipment. Design of such area may be a hammerhead/T or terminus bulb.

**Turnouts:** A widening in a roadway to allow vehicles to pass.

**Vertical clearance:** The minimum specified height of a bridge or overhead projection above the roadway.

**Wildfire:** As defined in Public Resources Code Section 4103 and 4104.

#### **1271.05. Distance Measurements**

All specified or referenced distances are measured along the ground, unless otherwise stated.

#### **1272.00. Maintenance of Defensible Space Measures**

To ensure continued maintenance of properties in conformance with these standards and measures and to assure continue availability, access, and utilization of the defensible space provided for these standards during a wildfire, provisions for annual maintenance shall be included in the development plans and/or shall be provided as a condition of the permit, parcel or map approval.

### **ARTICLE 2. EMERGENCY ACCESS AND EGRESS**

- § 1273.00. Intent
- § 1273.01. Road Width
- § 1273.02. Roadway Surface
- § 1273.03. Roadway Grades
- § 1273.04. Roadway Radius
- § 1273.05. Roadway Turnarounds
- § 1273.06. Roadway Turnouts
- § 1273.07. Roadway Structures
- § 1273.08. One-Way Roads
- § 1273.09. Dead-End Roads
- § 1273.10. Driveways
- § 1273.11. Gate Entrances

#### **1273.00. Intent**

Road and street networks, whether public or private, unless exempted under section 1270.02(e), shall provide for safe access for emergency wildland fire equipment and civilian evacuation concurrently, and shall provide unobstructed traffic circulation during a wildfire emergency consistent with Sections 1273.00 through 1273.11.

#### **1273.01. Road Width**

All roads shall be constructed to provide a minimum of two ten (10) foot traffic lanes, not including shoulder and striping. These traffic lanes shall provide for two-way traffic flow to support emergency vehicle and civilian egress, unless other standards are provided in this article, or additional requirements are mandated by local jurisdictions or local subdivision requirements.

### 1273.02. Roadway Surface

Roadways shall be designed and maintained to support the imposed load of fire apparatus weighing at least 75,000 pounds and provide an aggregate base. Project proponent shall provide engineering specifications to support design, if requested by the local authority having jurisdiction.

### 1273.03. Roadway Grades

The grade for all roads, streets, private lanes and driveways shall not exceed 16 percent.

### 1273.04. Roadway Radius

(a) No roadway shall have a horizontal inside radius of curvature of less than 50 feet and additional surface width of 4 feet shall be added to curves of 50-100 feet radius; 2 feet to those from 100-200 feet.

(b) The length of vertical curves in roadways, exclusive of gutters, ditches, and drainage structures designed to hold or divert water, shall be not less than 100 feet.

### 1273.05. Roadway Turnarounds

Turnarounds are required on driveways and dead-end roads. The minimum turning radius for a turnaround shall be forty (40) feet, not including parking, in accordance with the following figure. If a hammerhead/T is used instead, the top of the "T" shall be a minimum of sixty (60) feet in length.

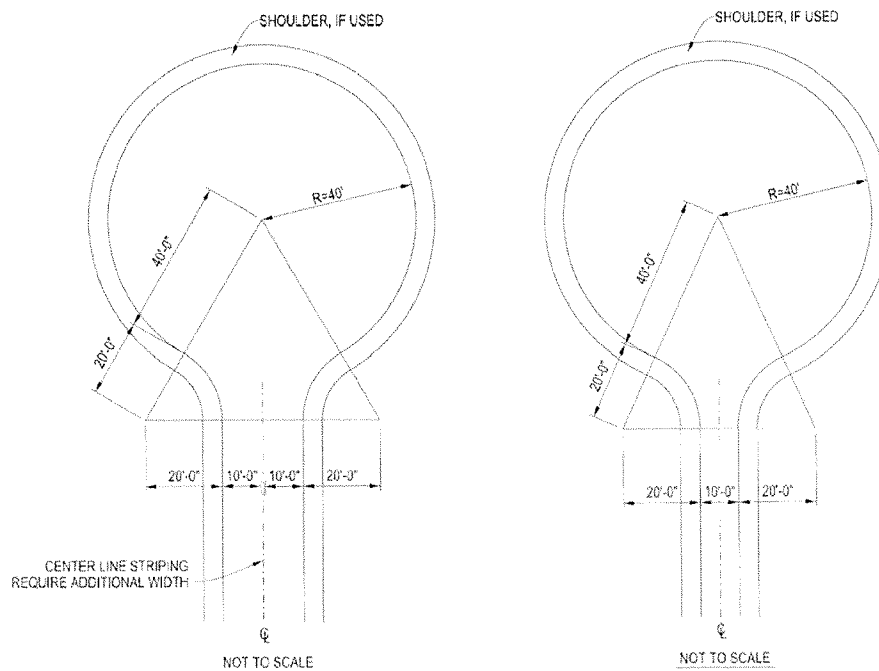


FIGURE FOR 14 CCR § 1273.05. TURNAROUND EXAMPLES

**1273.06. Roadway Turnouts**

Turnouts shall be a minimum of twelve (12) feet wide and thirty (30) feet long with a minimum twenty-five (25) foot taper on each end.

**1273.07. Roadway Structures**

(a) All driveway, road, street, and private lane roadway structures shall be constructed to carry at least the maximum load and provide the minimum vertical clearance as required by Vehicle Code Sections 35250, 35550, and 35750.

(b) Appropriate signing, including but not limited to weight or vertical clearance limitations, one-way road or single lane conditions, shall reflect the capability of each bridge.

(c) Where a bridge or an elevated surface is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with the American Association of State and Highway Transportation Officials Standard Specifications for Highway Bridges, 17th Edition, published 2002 (known as AASHTO HB-17), hereby incorporated by reference. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at both entrances to bridges when required by the local authority having jurisdiction. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not designed for such use, barriers, or signs, or both, as approved by the local authority having jurisdiction, shall be installed and maintained. A bridge with only one traffic lane may be authorized by the local jurisdiction; however, it shall provide for unobstructed visibility from one end to the other and turnouts at both ends.

**1273.08. One-Way Roads**

All one-way roads shall be constructed to provide a minimum, not including shoulders, of one twelve (12) foot traffic lane. The local jurisdiction may approve one-way roads. All one-way roads shall connect to a two-lane roadway at both ends, and shall provide access to an area currently zoned for no more than ten (10) dwelling units. In no case shall it exceed 2,640 feet in length. A turnout shall be placed and constructed at approximately the midpoint of each one-way road.

**1273.09. Dead-End Roads**

(a) The maximum length of a dead-end road, including all dead-end roads accessed from the dead-end road, shall not exceed the following cumulative lengths, regardless of the numbers of parcels served:

parcels zoned for less than one acre – 800 feet

parcels zoned for 1 acre to 4.99 acres – 1320 feet

parcels zoned for 5 acres to 19.99 acres – 2640 feet

parcels zoned for 20 acres or larger – 5280 feet

All lengths shall be measured from the edge of the roadway surface at the intersection that begins the road to the end of the road surface at the intersection that begins the road to the end of the road surface at its farthest point. Where a dead-end road crosses areas of differing zoned parcel sizes, requiring different length limits, the shortest allowable length shall apply.

(b) Where parcels are zoned 5 acres or larger, turnarounds shall be provided at a maximum of 1320 foot intervals.

(c) Each dead-end road shall have a turnaround constructed at its terminus.

**1273.10. Driveways**

(a) All driveways shall be constructed to provide a minimum of one (1) ten (10) foot traffic lane and fourteen (14) feet unobstructed horizontal clearance and unobstructed vertical clearance of fifteen (15) feet.

(b) Driveways exceeding 150 feet in length, but less than 800 feet in length, shall provide a turnout near the



midpoint of the driveway. Where the driveway exceeds 800 feet, turnouts shall be provided no more than 400 feet apart.

(c) A turnaround shall be provided to all building sites on driveways over 300 feet in length, and shall be within fifty (50) feet of the building.

#### **1273.11. Gate Entrance**

(a) Gate entrances shall be at least two (2) feet wider than the width of the traffic lane(s) serving that gate and a minimum width of fourteen (14) feet unobstructed horizontal clearance and unobstructed vertical clearance of fifteen (15) feet.

(b) All gates providing access from a road to a driveway shall be located at least thirty (30) feet from the roadway and shall open to allow a vehicle to stop without obstructing traffic on that road.

(c) Security gates shall not be installed without approval and where security gates are installed, they shall have an approved means of emergency operation. Approval shall be by the local authority having jurisdiction. The security gates and the emergency operation shall be maintained operational at all times.

(d) Where a one-way road with a single traffic lane provides access to a gated entrance, a forty (40) foot turning radius shall be used.

### **ARTICLE 3. SIGNING AND BUILDING NUMBERING**

- § 1274.00. Intent
- § 1274.01. Size of Letters, Numbers and Symbols for Street and Roads Signs
- § 1274.02. Visibility and Legibility of Street and Road Signs
- § 1274.03. Height of Street and Road Signs
- § 1274.04. Names and Numbers on Street and Road Signs
- § 1274.05. Intersecting Roads, Streets and Private Lanes
- § 1274.06. Signs Identifying Traffic Access Limitations
- § 1274.07. Installation of Road, Street and Private Lane Signs
- § 1274.08. Addresses for Buildings
- § 1274.09. Size of Letters, Numbers and Symbols for Addresses
- § 1274.10. Installation, Location and Visibility of Addresses

#### **1274.00. Intent**

To facilitate locating a fire and to avoid delays in response, all newly constructed or approved roads, street, and buildings shall be designated by names or numbers, posted on signs clearly visible and legible from the roadway. This section shall not restrict the size of letters of numbers appearing on street signs for other purposes.

#### **1274.01. Size of Letters, Numbers and Symbols for Street and Roads Signs**

Size of letters, numbers, and symbols for street and road signs shall be a minimum 4 inch letter height, .5 inch stroke, reflectorized, contrasting with the background color of the sign.

#### **1274.02. Visibility and Legibility of Street and Road Signs**

Street and road signs shall be visible and legible from both directions of vehicle travel for a distance of at least 100 feet.

#### **1274.03. Height of Street and Road Signs**

Height of street and road signs shall be uniform county wide, and meet the visibility and legibility standards of this article.

**1274.04. Names and Numbers on Street and Road Signs**

Newly constructed or approved public and private roads and streets must be identified by a name or number through a consistent countywide system that provides for sequenced or patterned numbering and/or non-duplicating naming within each county. All signs shall be mounted and oriented in a uniform manner. This section does not require any entity to rename or renumber existing roads or streets, nor shall a roadway providing access only to a single commercial or industrial occupancy require naming or numbering.

**1274.05. Intersecting Roads, Streets and Private Lanes**

Signs required by this article identifying intersecting roads, streets and private lanes shall be placed at the intersection of those roads, streets, and/or private lanes.

**1274.06. Signs Identifying Traffic Access Limitations**

A sign identifying traffic access or flow limitations, including but not limited to weight or vertical clearance limitations, dead-end road, one-way road or single lane conditions, shall be placed:

- (a) at the intersection preceding the traffic access limitation, and
- (b) no more than 100 feet before such traffic access limitation.

**1274.07. Installation of Road, Street and Private Lane Signs**

Road, street and private lane signs required by this article shall be installed prior to final acceptance by the local jurisdiction of road improvements.

**1274.08. Addresses for Buildings**

All buildings shall be issued an address by the local jurisdiction which conforms to that jurisdiction's overall address system. Accessory buildings will not be required to have a separate address; however, each dwelling unit within a building shall be separately identified.

**1274.09. Size of Letters, Numbers and Symbols for Addresses**

Size of letters, numbers and symbols for addresses shall be a minimum 4 inch letter height, .5 inch stroke, reflectorized, contrasting with the background color of the sign.

Address identification shall be plainly legible and visible from the street or road fronting the property. Addresses shall be Arabic numbers or alphabetical letters. Where access is by means of a private road and the address identification cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the address.

**1274.10. Installation, Location and Visibility of Addresses**

- (a) All buildings shall have a permanently posted address, which shall be placed at each driveway entrance and visible from both directions of travel along the road. In all cases, the address shall be posted at the beginning of construction and shall be maintained thereafter, and the address shall be visible and legible from the road on which the address is located.
- (b) Address signs along one-way roads shall be visible from both the intended direction of travel and the opposite direction.
- (c) Where multiple addresses are required at a single driveway, they shall be mounted on a single post.
- (d) Where a roadway provides access solely to a single commercial or industrial business, the address sign shall be placed at the nearest road intersection providing access to that site.

**ARTICLE 4. EMERGENCY WATER STANDARDS**

- § 1275.00. Intent
- § 1275.01. Application
- § 1275.10. General Standards
- § 1275.15. Hydrant/Fire Valve
- § 1275.20. Signing of Water Sources

**1275.00. Intent**

Emergency water for wildfire protection shall be available, accessible, and maintained in quantities and locations specified in the statute and these regulations, in order to attack a wildfire or defend property from a wildfire.

**1275.01. Application**

The provisions of this article shall apply in the tentative and parcel map process when new parcels are approved by the local jurisdiction having authority. When a water supply for structure defense is required to be installed, such protection shall be installed and made serviceable prior to and during the time of construction except when alternative methods of protection are provided and approved by the local authority having jurisdiction.

**1275.10. General Standards**

Water systems that comply with the below standard or standards meet or exceed the intent of these regulations. Water systems equaling or exceeding the National Fire Protection Association (NFPA) 1142, "Standard on Water Supplies for Suburban and Rural Fire Fighting," 2012 Edition, hereby incorporated by reference, and California Fire Code, California Code of Regulations title 24, part 9, shall be accepted as meeting the requirements of this article. Such emergency water may be provided in a fire agency mobile water tender, or naturally occurring or man made containment structure, as long as the specified quantity is immediately available. Nothing in this article prohibits the combined storage of emergency wildfire and structural firefighting water supplies unless so prohibited by local ordinance or specified by the local fire agency. Where freeze protection is required by local jurisdictions having authority, such protection measures shall be provided.

**1275.15. Hydrant/Fire Valve**

(a) The hydrant or fire valve shall be eighteen (18) inches above grade, eight (8) feet from flammable vegetation, no closer than four (4) feet nor farther than twelve (12) feet from a roadway, and in a location where fire apparatus using it will not block the roadway.

The hydrant serving any building shall:

- (1) be not less than fifty (50) feet nor more than 1/2 mile by road from the building it is to serve, and
- (2) be located at a turnout or turnaround, along the driveway to that building or along the road that intersects with that driveway.

(b) The hydrant head shall be 2 1/2 inch National Hose male thread with cap for pressure and gravity flow systems and 4 1/2 inch draft systems. Such hydrants shall be wet or dry barrel as required by the delivery system. They shall have suitable crash protection as required by the local jurisdiction.

**1275.20 Signing of Water Sources**

Each hydrant/fire valve or access to water shall be identified as follows:

(a) If located along a driveway, a reflectorized blue marker, with a minimum dimension of 3 inches shall be located on the driveway address sign and mounted on a fire retardant post, or

(b) If located along a street or road,

- (1) a reflectorized blue marker, with a minimum dimension of 3 inches, shall be mounted on a fire retardant post. The sign post shall be within 3 feet of said hydrant/fire valve, with the sign no less than 3 feet nor greater than 5 feet above ground, in a horizontal position and visible from the driveway, or
- (2) as specified in the State Fire Marshal's Guidelines for Fire Hydrant Markings Along State Highways and Freeways, May 1988.

**ARTICLE 5. FUEL MODIFICATION STANDARDS**

- § 1276.00. Intent
- § 1276.01. Setback for Structure Defensible Space
- § 1276.02. Disposal of Flammable Vegetation and Fuels
- § 1276.03. Greenbelts

**1276.00 Intent**

To reduce the intensity of a wildfire by reducing the volume and density of flammable vegetation, the strategic siting of fuel modification and greenbelt shall provide

- (1) increased safety for emergency fire equipment and evacuating civilians by its utilization around structures and roads, including driveways; and
- (2) a point of attack or defense from a wildfire.

**1276.01 Setback for Structure Defensible Space**

- (a) All parcels 1 acre and larger shall provide a minimum 30 foot setback for buildings and accessory buildings from all property lines and/or the center of the road.
- (b) For parcels less than 1 acre, the local jurisdiction shall provide for the same practical effect.

**1276.02 Disposal of Flammable Vegetation and Fuels**

Disposal, including chipping, burying, burning or removal to a landfill site approved by the local jurisdiction, of flammable vegetation and fuels caused by site development and construction, road and driveway construction, and fuel modification shall be completed prior to completion of road construction or final inspection of a building permit.

**1276.03 Greenbelts**

Subdivision and other developments, which propose greenbelts as a part of the development plan, shall locate said greenbelts strategically, as a separation between wildland fuels and structures. The locations shall be approved by the local authority having jurisdiction and may be consistent with the CAL FIRE Unit Fire Management Plan or Contract County Fire Plan.



## Plumas County Office of Emergency Services

270 County Hospital Road #127  
Quincy, California 95971

Phone: (530) 283-6332  
Fax: (530) 283-6241

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**Date:** October 6, 2015

**To:** Local Fire Chief

**From:** Jerry Sipe

**RE:** State of California Board of Forestry and Fire Protection Regulatory Update and Recertification of Local Fire Safe Development Standards

As discussed during the Plumas County Fire Chief's Association meeting on October 3, 2015, the California Board of Forestry and Fire Protection has revised the regulations associated with Public Resources Code (PRC) 4290. These regulations pertain to statewide fire safe standards for new development in the State Responsibility Area (SRA) and are found in Title 14 of the California Code of Regulations (CCR) beginning with Section 1270. These regulations specify minimum development, access and construction standards for things like property line set-backs, driveway standards, roadway standards, water supply standards, and other new construction specifications.

Rather than adopt the statewide standards as written, Plumas County has a certified equivalent standard, which means the local standard meets the intent of the statewide standard and has been approved by the California Board of Forestry. These standards are embedded throughout many local building and zoning codes and have been in place for many years. The biggest differences between the Plumas County and the Title 14 standards are relief from installing a fire safe driveway if the structure is less than 150 feet from the road, and a reduced building set-back from 30 feet to 5 feet provided special fire resistant construction methods are used and provided the structure is served by a community water supply system. When originally adopted, the local standards were deemed a necessary trade-off to ensure existing lots remained viable for new construction since the PRC 4290 standards are difficult to comply with especially on small, steep lots. In the end, the local trade-offs and mitigations were approved by the Board of Forestry, leading to Plumas County's certified, equivalent standard.

When the new statewide standards take effect on January 1, the local certified equivalent standards will expire. Plumas County is forming a working group to update the local standards and submit them to the Board of Forestry for review and recertification. While the working group is just getting started, the early meetings suggest local interest in maintaining the two most significant local changes to the statewide standards: the driveway exemption and the reduced building set-back distance to property lines.

The purpose of this letter is to ensure all fire districts are aware of this effort, and to solicit fire agency input during development of the local standards. To help ensure local fire agencies have a voice in this process, the Plumas County Fire Chiefs Association (PCFCA) appointed Chief Tom Forster of Plumas Eureka, Chief Robbie Cassou of Quincy and Chief Joe Waterman of Chester to track this project. While these three will representative the views of fire districts throughout the county, please feel free to contact them or me directly with specific concerns or recommendations.

Keep in mind this is the first change to local fire safe development standards in the past 13 years. This is your opportunity to voice your opinion regarding regulations that directly affect your safety and the public's safety while responding to incidents in the wildland urban interface. For reference, the updated statewide regulations can be found at [http://www.wildlandresidents.org/wp-content/uploads/FIRE-SAFE-REGULATIONS\\_2016.pdf](http://www.wildlandresidents.org/wp-content/uploads/FIRE-SAFE-REGULATIONS_2016.pdf)

If you have any questions, please call me at 283-6367.

Thank you.

RESOLUTION NUMBER P. C. 2016-1

**RESOLUTION RECOMMENDING TO THE BOARD OF SUPERVISORS THAT THE ORDINANCE AMENDING TITLE 8 AND TITLE 9 IN LIEU OF THE SRA FIRE SAFE REGULATIONS BE INCORPORATED INTO THE PLUMAS COUNTY CODE AND THAT THE BOARD FIND THE ORDINANCE ADOPTION IS EXEMPT FROM CEQA UNDER SECTION 15061(B)(3)**

**WHEREAS**, the Board of Forestry adopted amendments to the regulations governing fire safe development in the State Responsibility Area (SRA) on March 4, 2015 and any prior certifications of ordinances granted to cities and counties were made invalid by these regulations; and

**WHEREAS**, the Planning Commission discussed on numerous occasions a draft ordinance updating Title 8 (Building Regulations) and Title 9 (Planning and Zoning) of the Plumas County Code and incorporating not only the SRA Fire Safe Regulations, but also incorporating a number of exceptions to the SRA Fire Safe Regulations; and

**WHEREAS**, the Planning Commission chose a version of the SRA Fire Safe Regulations to be incorporated into the Plumas County code rather than adoption of the SRA Fire Safe Regulations without modifications; and

**WHEREAS**, the Planning Commission agrees that incorporation of this exception or modification process will allow the local agency, in cooperation with local fire protection districts and personnel of the California Department of Forestry and Fire Protection, to locally administer while meeting the same practical effect as those SRA Fire Safe Regulations; and

**WHEREAS**, this local administration will provide a more efficient method of processing building and planning entitlements while serving to protect the natural resource as well as public health and safety; and

**WHEREAS**, the Planning Commission has held a properly noticed public hearing on the proposed ordinance and received testimony from all interested parties.

**NOW, THEREFORE, BE IT RESOLVED**, that the Planning Commission of the County of Plumas, State of California recommends that the Board of Supervisors find that the ordinance adoption is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the ordinance may have a significant effect on the environment because the ordinance adoption will provide the same practical effect as the SRA Fire Safe Regulations and will protect natural resources and public health and safety and adopt the ordinance implementing the SRA Fire Safe Regulations, with exception process as provided in the ordinance.

The foregoing Resolution was duly passed and adopted by the Plumas County Planning Commission at a meeting held on the 1<sup>st</sup> DAY of SEPTEMBER, 2016 by the following roll call vote:

**AYES:** Commissioners: Abbott, Olafson, Rossington  
**NOES:** Commissioners: none  
**ABSENT:** Commissioners: Williams

Said resolution to be effective as of the 1<sup>st</sup> day of September, 2016.

Robert K. He... for Rossington  
Larry Williams

Chair, Plumas County Planning Commission

ATTEST:

Randy Wilson  
Randy Wilson, Planning Director

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**PLUMAS COUNTY  
PLANNING COMMISSION**

Minutes of the Meeting of September 1, 2016

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**PLANNING COMMISSION MEMBERS:**

**Dr. Robert Abbott**, *Commissioner* (District 1)  
**Dr. Shauna Rossington**, *Vice Chair* (District 2)

**Larry Williams**, *Chair* (District 4)  
**John Olofson**, *Commissioner* (District 5)

**I. CALL TO ORDER**

The Plumas County Planning Commission (the *Commission*) convenes in a meeting on September 1, 2016, at 10:10 a.m. in the Planning and Building Services Conference Room, Quincy, CA;

**II. SALUTE TO THE FLAG**

**III. ROLL CALL**

**Commissioners Present:** John Olofson, Dr. Robert Abbott, Dr. Shauna Rossington  
**Commissioners Absent:** Larry Williams

**Also in attendance** (*Supervisors and staff*)

Randy Wilson, Planning Director  
Rebecca Herrin, Senior Planner  
Supervisor Jeff Engel  
County Counsel Craig Settlemire

Although the agenda does not contain an item regarding deletions or additions to the agenda: *M/S/C Olofson/Abbott/3-0 to continue items VIII and IX (Agenda Item Submittal Policy and Use of Speaker Forms-Public Hearings) to the next scheduled meeting* so that Commissioner Williams can be involved in the discussion.

**IV. PUBLIC COMMENT OPPORTUNITY**

Supervisor Jeff Engel, District 5, apologizes to the Planning Commission and staff regarding the comments made at the Board of Supervisors meeting held at the Mineral Building at the Fairgrounds (Cannabis moratoria hearing).

Lane Labbe questions whether the Commissioners are here to represent their interests or the interests of the people in their Districts.

There are no further public comments.



- V. **APPROVAL OF MINUTES OF MEETINGS OF JULY 7, JULY 21, AND AUGUST 18, 2016**  
*M/S/C to approve the minutes of July 7, July 21 and August 18, 2016: Abbott/Olofson 3-0.*

VI. **PLANNING DIRECTOR'S REPORT**

Randy Wilson reports that the IRWM meetings are coming to a close and comments on the plan must be submitted by September 14, 2016. The plan is available online at [featherriver.org](http://featherriver.org). The plan made \$41 million available for various projects, but not all projects were able to be funded. The plan was made consistent with the requirements of both Propositions 1 and 84. A number of the projects under Proposition 50 had their funding reprogrammed.

Wilson distributes a copy of the CP&DR listing various bills in the state legislature regarding housing. One bill, SB 1000, addresses Disadvantaged Communities. There is a bill amending requirements of local agencies to permit second units or "accessory" units. Second units are permitted in all residential zones in Plumas County.

Wilson explains that, under Plumas County Code, the Planning Agency is the Department of Planning and Building Services. He goes on to explain the responsibilities of the Zoning Administrator and the Planning Commission under the code. The Commission is the advisory board that makes recommendations to the Board of Supervisors on general plan and zoning code matters. He reminds the Commissioners to file their Form 700 with the Plumas County office of Clerk/Recorder.

County Counsel Craig Settemire explains that the Form 700 must be filed 1) upon taking office, 2) as of April 1<sup>st</sup> of each year, and 3) upon leaving office. Conflict of interest code is reviewed every two years.

Wilson notes that a Notice of Preparation for a Draft Environmental Impact Report on the implementation of rules on cannabis by the Department of Food and Agriculture has been issued. This EIR will not result in a document that can be utilized by Plumas County in establishing local ordinances, but may be useful in preparing the County's document to tier from. Wilson announces that the County will have a website with all cannabis information on the county website.

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

Commissioner Olofson inquires if it is appropriate to distribute handouts to the Commissioners. County Counsel Settemire responds that any documents, paperwork, etc. distributed during the Commissioners' report should have a sufficient number of copies available for, not only the members of the Commission, but also for the public.

X. **PLANNING COMMISSION POSITION ON THE BOARD OF SUPERVISORS CANNABIS ORDINANCE PROCEDURE**

Wilson explains that there is an agenda item on the Board of Supervisors September 6, 2016 meeting agenda to consider the establishment of an advisory group to begin working on local regulations regarding cultivation of medical cannabis and establishment of medical cannabis dispensaries in the unincorporated areas of Plumas County. The makeup of the committee is not known at this point, but could possibly include Planning Commission members, Board of Supervisors members and members of the public.

Commissioner Olofson states that he did not attend the Board meeting held in January (regarding a potential moratorium on cultivation and commercial use of cannabis), but he did attend the August 16<sup>th</sup> meeting. He feels that this issue is typical of what a Planning Commission addresses and that there should be meetings with testimony heard from both sides. The comments were mostly pro-cannabis except for the comments from Sheriff Hagwood. Comments should be heard by the Commission and considered in the recommendation to the Board of Supervisors.

Commissioner Rossington was not on the commission in January, but feels the Board's meeting went well. She states that the opposition was able to attend and speak, but did not come to the Board meeting. The Board of Supervisors is taking a general overview of the issue including the economic aspect, which does not fall under the Planning Commission purview. She believes that the initiative will pass in November (recreational cannabis measure). The role of the Board of Supervisors is to consider regulations to ensure that residents of the county reap the benefits. Then, she feels, the Planning Commission can decide on regulation of the land use aspects.

Commissioner Abbott states that the issues of the opposition, which include enforcement problems, infrastructure funding, pollution of water with chemicals and the destruction of the national forests, will not cease with establishment of regulations. The Planning Commission is the recommending body and should be considering these issues.

Commissioner Olofson continues that this is not the time to address specifics, but to provide comments on the procedure to be followed. The Board meeting was contentious with very little screening of comments taking place.

County Counsel Settlemyre explains that these issues overlap with matters under the Planning Commission's jurisdiction through, in part, the review of zoning regulations. There is not a clear boundary and land use can be a broad topic. The agenda item, suggested by Settlemyre at a previous meeting, was intended to present the Commission's recommendations to the Board on the cannabis ordinance procedure and perhaps on which Commissioners would be interested in serving on the committee.

Commissioner Rossington is interested in serving on the committee. She wants to get the cannabis regulations in place through a quick, efficient process.

Commissioner Abbott suggest that a law enforcement representative should be on the committee.

*M/S: Abbott/Olofson to recommend the Board of Supervisors form a committee with two Board members, two Planning Commission members, two members of the general public and one representative from law enforcement.*

The Commission takes comments from the public. Harry Rogers, of Indian Valley, is a farmer, a rancher and cultivates cannabis. He notes that Commissioner Abbott's comments can be addressed through the ordinance process. He is willing to serve on the committee. He discusses the issue of outsiders coming into the area to grow and process cannabis, residency requirements, due diligence in buying land, leasing land as economic benefit to the ranchers. There are some jurisdictions who have exempted their processes from the requirements of the California Environmental Quality Act (CEQA).

Wilson responds that both Humboldt and Calaveras counties are now doing Environmental Impact Reports. Monterey County is not, but activities are limited to existing buildings; no new buildings will be permitted to house growing and processing operations. CEQA will come into play with the development of the county's cannabis ordinances and there is always the possibility of lawsuits. The lawsuits will likely not be on the Board's legislative (rule-making) decisions, but on the CEQA document.

County Counsel Settlemyre reminds the Commission and the public that the remarks should pertain to the motion on the floor.

Lane Labbe owns the New England Ranch in American Valley and is associated with Forefront Wellness. He states his opinion that until the public is assured that the Planning Commission is familiar with the state regulations regarding cannabis that no commissioners should be included on the committee. Labbe has been to seminars and has educated himself and has offered to provide workshops and roundtables for education on regulations.

Commissioner Olofson questions if comments are limited to three minutes. This has not been adopted as a rule by the Commission.

Justin Eason, of Forefront Wellness, Small Farmers Association, and the Plumas Growers Association speaks to the Commission. He agrees with the obligation to become educated on the state law, as the situation is constantly changing. He agrees that recreational cannabis will be legalized. The county needs to move forward in an educated manner to develop an ordinance after hearing the pros and cons from the general public. The moneys collected from licensing could go to fund the Sheriff. He agrees that workshops and roundtables could educate growers as well as the Board of Supervisors.

Christi Goodman has a degree in agriculture, is a water rights specialist and former county employee. She supports the motion, believes in the planning process, but feels the CEQA issue is overstated. She wants the Commission and law enforcement to become involved.

Commissioner Rossington questions if the motion can be amended to add Randy Wilson or Rebecca Herrin to the committee.

Commissioner Olofson offers an amendment to the motion to include United States Forest Service law enforcement on the committee. County Counsel Settlemyre asks for a clarification from Olofson: what would be the purpose of federal law enforcement on the committee if the ordinance only applies to county jurisdiction. Olofson responds that the forest has serious problem with cannabis and that law enforcement has firsthand knowledge of the issue. Commissioner Rossington states that adding another government official would only slow down the process. County Counsel Settlemyre clarifies that the initial motion is on the floor. If the motion is amended, the Commission must open to additional comment.

Harry Rogers does not agree that federal law enforcement personnel should be on the committee because federal laws prohibit use of cannabis. Lane Labbe agrees that it is not appropriate. The state regulations assure that cannabis is grown responsibly. Labbe advises there be more public members and less Planning Commissioners because he feels the commissioners are biased and are not representing their districts. Mark Mihevc feels that there need to be members appointed to the committee who will ensure that land use regulations be

implemented. Justin Eason agrees that no federal officials should be on the committee because cannabis is illegal at the federal level. Christi Goodman agrees.

County Counsel Settlemyre reminds the Commission that all three of the commissioners must approve the motion for it to be passed.

Olofson and Rossington vote no. Abbott votes yes. The motion on the makeup of the committee (including federal law enforcement) does not pass.

Commissioner Abbott makes the original motion (two Board members, two Planning Commission members, two members of the general public and one representative from law enforcement). The motion dies due to lack of a second.

Commissioner Rossington makes a motion to recommend that the Board form a committee with the following makeup: one Planning Commission member, two Board members, one representative of the Sheriff's Office, and three public members with knowledge of the issues involved. The motion dies due to lack of a second.

Commissioner Olofson makes a motion that the whole issue (cannabis ordinance) should pass back to the Planning Commission. County Counsel Settlemyre questions if the motion includes not establishing a committee. Olofson responds in the affirmative. The motion dies due to lack of a second.

The Commission does not take action on recommendation of the makeup of the cannabis work group or procedure.

**IX. PUBLIC HEARING ITEM: PROPOSED ORDINANCE AMENDING PLUMAS COUNTY CODE SECTIONS WHICH IMPLEMENT THE STATE RESPONSIBILITY AREA FIRE SAFE REGULATIONS BY ADOPTION OF CERTAIN SECTIONS OF TITLE 8 (BUILDING REGULATIONS) AND TITLE 9 (PLANNING AND ZONING)**

The public hearing is opened. Wilson explains, by way of review, that the California Board of Forestry rescinded the certification of the previous county ordinance. The Board of Supervisors must approve the new ordinance, then submit to the Board of Forestry for certification. This is a recommendation from the Planning Commission for the Board of Supervisors to adopt the ordinance. If the Board of Supervisors changes the ordinance, it would be referred back to the Planning Commission.

Commissioner Rossington opens the public hearing. There being no comments, the public hearing is closed.

*M/S/C: Abbott/Rossington/3-0 to adopt the resolution making recommendations to the Board of Supervisors finding that the ordinance adoption is exempt from CEQA under Section 15061(b)(3) and adopt the ordinance as proposed.*

IX. ADJOURNMENT

There being no further business, motion is made by Commissioner Abbott, seconded by Commissioner Olofson, with a unanimous affirmative vote recorded, to adjourn the meeting of September 1, 2016, at 11:55 a.m.

  
Rebecca Herrin, Senior Planner

  
Dr. Shauna Rossington, Vice-Chair  
Plumas County Planning Commission

# SRA FIRE SAFE REGULATIONS

## CERTIFICATION MATRIX

This matrix does not reflect the full text of the regulations and has been used as a guide only to review Plumas County Ordinances adopted in lieu of the SRA Fire Safe Regulations.

Because the Plumas County Codes use an alternative (in lieu) methodology, some language may not exactly mirror the State language. Code language addressing intent, scope, etc., has been eliminated in most cases.

Definitions have been modified somewhat.

Exceptions have been utilized in the cases of setbacks and driveways, among other things.

Where SRA Fire Safe regulation language is missing or needs to be amended in the code, suggestions have been indicated in **bold red type**.

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<b>CCR Title 14 SRA Fire Safe Regulations</b>		<b>Local Ordinance</b>	<b>Meets or exceeds</b>
<b>Section 1270 Title</b> <i>Statement of the title of regulation</i>		<b>Chapter 9 State Responsibility Area Fire Safe Regulations</b>	<b>Meets</b>
<b>Section 1270.01 Purpose</b> <i>Statement of the purpose of regulation</i>		9-9.101	<b>Meets</b>
<b>Section 1270.02 Scope</b> <i>Statement of the scope of regulation</i>		No specific language in ordinance	
<b>Section 1270.03 Local Ordinances</b> <i>Board may certify local ordinances</i>		No specific language in ordinance	
<b>Section 1270.04 Provisions for Application of These Regulations</b> <i>How these regulations will be applied</i>		Reflects county's responsibilities to State. Not sure it needs to be in code since it is existing requirement.	
<b>Section 1270.05 Inspection Authority</b> <i>Establishing responsibility for enforcement</i>		9-2.1101, 9-2.1102, 9-4.605, 9-4.1006, 8-14.02, 8-14.03	<b>Meets</b>
<b>Section 1270.06 Inspections</b> <i>Authorization to conduct inspections</i>		9-2.1201, 9-2.1202, 9-2.1203, 9-2.1204, 9-2.1205, 9-3.802, 9-4.104, 9-8.701, 9-8.702, 9-8.704,	<b>Meets</b>
<b>Section 1270.07 Exceptions to Standards</b> <i>Exceptions will be made on a case-by-case basis where the exception provides for same practical effect. Exceptions granted shall be forwarded to the CAL FIRE Unit Headquarters</i>		8-14.02, 9-2.702, 9-2.802, 9-3.205, 9-4.202, 9-9.202	<b>Meets</b>
<b>Section 1270.08 Requests for Exceptions</b> <i>Requests shall be made in writing, stating the section(s), material facts, the exception proposed, and a map</i>		9-2.702, 9-2.802, 9-2.805, 9-3.205, 9-4.202, 9-9.202	<b>Meets</b>
<b>Section 1270.09 Appeals</b> <i>Applicants may appeal exception denials. The inspection authority shall be consulted. If an appeal is granted, findings must be made and forwarded to CAL FIRE Unit HQ</i>		9-2.1001 through 9-2.1004, 9-9.301 through 9-9.305	<b>Meets</b>

**Section 1271.00 Definitions**

8-14.02, 9-2.216, 9-2.227.5, 9-2.299.8, 9-4.302, 9-4.307, 9-4.316, 9-4.320, 9-4.323, 9-4.325, 9-4.326, 9-2.329, 9-2.330, 9-4.331, 9-4.333, 9-4.343, 9-4.345, 9-4.348, 9-4.355, 9-4.365, 9-4.366, 9-4.367, 9-8.204, 9-8.205, 9-9.402, 9-9.403

**Meets**

**Section 1271.05 Distance Measurements**  
*Distance measurements are along the ground*

9-9.403

**Meets**

**Section 1272.00 Maintenance of Defensible Space**  
*Measures Defensible space maintenance plans shall be provided*

9-2.602, 9-2.702, 9-2.805, 9-2.1101, 9-2.1102, 9-2.1133, 9-3.303, 9-3.504, 9-4.802, 9-7.202, 9-7.203, 9-7.302, 9-8.703

**Meets**

**Section 1273.00 Intent Unobstructed traffic circulation during a wildfire emergency and concurrent fire equipment and civilian movement**

9-3.301

**Meets**

**Section 1273.01 Road Width**  
*Roads shall have a minimum of two 10-ft traffic lanes, not including shoulder and striping*

9-4.501

**Meets**

**Section 1273.02 Roadway Surface** *Designed and maintained to support the imposed load of fire apparatus weighing at least 75,000 pounds; provide an all-weather aggregate base; project proponent shall provide engineering specifications to support design if requested*

9-9-4.501, 9-4.606

**Meets**

**Section 1273.03 Roadway Grades**  
*The grade of roads shall not exceed 16%*

9-4.604

**Meets**

**Section 1273.04 Roadway Radius**  
*Horizontal inside turning radius minimum 50 feet; additional 4 foot width added to curves of 50 to 100 foot radius; additional 2 feet shall be added to curves from 100 to 200 feet. Vertical curves no less than 100 feet*

9-4.604

**Meets**



**Section 1273.05 Roadway Turnarounds**

*Required on driveways and dead-end roads; minimum turning radius 40 ft, not including parkin; top of the t- turnaround or hammerhead shall be 60 ft.*

9-4.503

**Meets**

**Section 1273.06 Roadway Turnouts**

*Shall be a minimum of 12 ft wide, 30 ft long, with a 25 ft. taper at both ends.*

9-4.502

**Meets**

**Section 1273.07 Roadway Structures**

*Designed to carry maximum load according to CVC; must have signage posting maximum weight and height; constructed and maintained according to AASHTO HB-17; one-way bridges must have unobstructed visibility and turnouts each end*

9-4.604, 9-4.606. 9-4.907

**Meets**

**Section 1273.08 One-Way Roads**

*All one way roads will have a minimum 12 ft traffic lane, not including shoulders; shall connect tto a two lane roadway at both ends; provide maximum access to no more than 10 dwellings; maximum length 2,640 ft; turnout constructed at mid-pt*

9-4.410, 9-4.501, 9-4.604

**Meets**

**Section 1273.09 Dead-End Roads**

*The length of dead-end roads is limited, based on zoning: 800 ft for parcel zoned for less than one acre, 1320 ft for parcel zoned one to five acres, 2640 ft for parcel zoned five acres to 20 acres, 5280 ft for parcel zoned larger than 20 acres*

9-4.503, 9-4.604

**Meets**

**Section 1273.10 Driveways** *All driveways minimum 10 ft width traffic lane; minimum width of 14 ft unobstructed horizontal clearance; vertical clearance of 15 ft; driveways greater than 150 ft and less than 800 ft shall provide turnout near midpt; turnouts every 400 ft if driveway greater than 800 ft; turnarounds on driveways over 300 ft; within 50 ft of building*

**Meets**

**Section 1273.11 Gate Entrances**

*Gates shall be at least 2 ft wider than width of traffic lane; minimum width of 14 ft unobstructed horizontal clearance and 15 ft vertical clearance; all gates located 30 ft from the roadway shall provide unobstructed traffic access on the roadway; security gates shall not be installed without approval. Where a one-way road provides access to a gated entrance, a 40 ft turning radius shall be used*

**Meets**

**Section 1274.00 Intent**

*Roadways and buildings are to be clearly identified*

**Meets**

**Section 1274.01 Size of Letters, Numbers, and Symbols for Street and Road Signs**

*Size of letters and numbers on street signs to be minimum 4 in height, 0.5 in stroke, reflectorized and contrasting with background*

**Meets**

**Section 1274.02 Visibility and Legibility of Street and Road Signs**

*Street signs visible in both directions for a minimum distance of 100 ft*

**Meets**

**Section 1274.03 Height of Street and Road Signs**

*Height of street signs to be uniform county-wide*

**Meets**

**Section 1274.04 Names and Numbers on Street and Road Signs**

*Streets to be identified in a consistent countywide system; signs to be mounted in a uniform manner*

8-14.03, 9-8.601, 9-8.602, 9-8.603 9-8.604

**Meets**

**Section 1274.05 Intersecting Roads, Streets, and Private Lanes**

*Street signs shall be provided at road intersections*

8-14.03, 9-8.602

**Meets**

**Section 1274.06 Signs Identifying Traffic Access**

**Limitations**

*Shall be placed at the intersection preceding the limitation, no more than 100 ft before the limitation*

9-4.906

**Meets**

**Section 1274.07 Installation of Road, Street and Private**

**Lane Signs** *Street signs shall be installed prior to final acceptance by local jurisdiction for road improvements*

9-8.602

**Meets**

**Section 1274.08 Addresses for Buildings**

*All buildings shall be addressed according to the jurisdiction's address system; each dwelling unit within a building shall be separately identified*

8-14.03, 9-8.403

**Meets**

**Section 1274.09 Size of Letter, Numbers and Symbols for Addresses**

*Letters*

*and numbers for addresses must be minimum 4 inch high, 0.5 inch stroke and contrasting background.*

8-14.03, 9-8.403, 9-8.404

*Address shall be visible from the street*

**Section 1274.10 Installation, Location and Visibility of Addresses**

*All buildings must be clearly identified; have a permanently posted address placed at each driveway entrance, visible from both directions of travel along road; address shall be posted during construction and maintained thereafter; address signs along one-way roads shall be visible from both intended direction of travel and opposite direction; multiple addresses on a single driveway shall be mounted on a single post; addresses for single commercial business shall be placed at the nearest intersection providing access to the site.*

**Meets**

**Section 1275.00 Intent**  
*Emergency water for wildfire protection shall be available, accessible and maintained*

**Meets**

**Section 1275.01 Application**  
*Emergency water systems shall be installed and made serviceable prior to and during the time of construction except for alternatives approved by the authority having jurisdiction*

**Meets**

**Section 1275.10 General Standards**  
*System must meet or exceed NFPA 1142 and California Fire Code fire flow requirements. Water may be provided in a mobile water tender or other containment structure. Nothing prohibits the combined storage of emergency wildfire and structural firefighting water supplies unless prohibited by local ordinance. Freeze protection when required.*

**Meets**

**Section 1275.15 Hydrant/Fire Valve**

*Hydrant shall be 18 inch above ground, 8 feet from vegetation, no closer than 4 feet nor farther than 12 feet from roadway, in a location where fire apparatus will not block the roadway. Hydrant servicing on a building shall not be less than 50 feet nor more than 1/2 mile by road from building it serves and be located at a turnaround along the driveway or road that intersects the driveway; headed with a 2 1/2 inch National Hose male thread with cap for pressure and gravity flow systems and 4 1/2 inch draft system. Hydrant shall have wet or dry barrel and shall have suitable crash protection required by local jurisdiction.*

9-4.1003

**Meets**

**Section 1275.20 Signing of Water Sources**

*If*

*located along a driveway: marked with a 3 inch reflectorized blue marker on the driveway address sign and mounted on a fire resistant post. If located on a street or road: 3 inch marker shall be mounted on a fire retardant post within 3 feet of hydrant, no less than 3 feet nor greater than 5 feet above the ground; or specified in the OSFM's Guidelines for Fire Hydrant Markings Along State Highways and Freeways, May 1988*

9-4.1004

**Meets**

**Section 1276.00 Intent**

*Reduce the intensity of wildfire through fuel modification for safe emergency operations and civilian evacuation and to establish a point of attack or defense from a wildfire*

No specific intent language in ordinance

**Section 1276.01 Setback for Structure Defensible Space**

*Parcels one acre or larger provide a minimum 30 ft setback; parcels less than one acre, local jurisdiction shall provide same practical effect*

9-2.419, 9-2.1305, 9-2.1405, 9-2.1505, 9-2.1605, 9-2.1705, 9-2.1805, 9-2.1905, 9-2.2005, 9-2.2105, 9-2.2205, 9-2.2305, 9-2.2405, 9-2.2505, 9-2.2605, 9-2.2905, 9-2.3005, 9-2.3105, 9-2.3207, 9-2.3305, 9-2.3405 code language allows exceptions for same practical effect

**Exceptions must be approved by Board of Forestry**

**Section 1276.02 Disposal of Flammable Vegetation and**

**Fuels** *Disposal of flammable vegetation and fuel modification to be done prior to final building inspection.*

8-14.01, 9-4.603

**Meets**

**Section 1276.03 Greenbelts**

*Subdivisions and other developments, which propose greenbelts as part of their plan, shall locate the greenbelts strategically. The locations shall be approved by the local authority having jurisdiction and may be consistent with the CAL FIRE Unit Fire Management Plan or Contract County Fire Plan.*

9-3.315

**Meets**

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

Lassen-Modoc Unit  
697-345 Highway 36  
Susanville, CA 96130  
530-257-4171

**Request for EXCEPTION to Standards**

**Applicant:** \_\_\_\_\_

**Assessors Parcel Number:** \_\_\_\_\_

**Building Dept. Permit Number:** \_\_\_\_\_

**California Code of Regulations Title 14: Division 1.5- Department of Forestry:  
Chapter 7- Fire Protection: Subchapter 2 SRA Fire Safe Regulations: Article 1:**

**Subsection 1270.07. Exceptions to Standards**

Upon request by the applicant, exceptions to standards within this subchapter or local jurisdiction certified ordinances may be allowed by the inspection entity listed in 14 CCR 1270.05, where the exceptions provide the same overall practical effect as these regulations towards providing defensible space. Exceptions granted by the inspection entity listed in 14 CCR 1270.05 shall be made on a case-by-case basis only. Exceptions granted by the inspection entity listed in 14 CCR 1270.05 shall be forwarded to the appropriate CAL FIRE Unit Office that administers SRA fire protection in that county and shall be retained on file at the Unit Office.

**Subsection 1270.08. Requests for EXCEPTIONS:**

Requests for an exception shall be made in writing to the inspection entity listed in 14 CCR 1270.05 by the applicant or the applicant's authorized representative. The request shall state the specific section(s) for which an exception is requested, material facts supporting the contention of the applicant, the details of the exception proposed, and a map showing the proposed location and citing of the exception or mitigation measure.

For additional information to help complete this form go to:

[http://www.fire.ca.gov/fire\\_prevention/downloads/Title\\_14.pdf](http://www.fire.ca.gov/fire_prevention/downloads/Title_14.pdf)

**Directions to Applicant:**

1. Complete all sections of this form use additional paper if needed
2. Attach a map showing the proposed location and citing of the exception or mitigation measure
3. Return to:  
CAL FIRE Lassen-Modoc Unit  
Attention: Fire Prevention – Quincy Office  
PO Box F  
Quincy, CA 95971

**Complete the following Information (2 pages):**

**Section A:** State the specific section or sections for which an exception is requested.

**Section B:** State the factual circumstances supporting the need for exception. (Why you are unable to comply with the standard)

**Section C:** State the mitigation measure and details you propose that will meet the same practical effect as what is required by law.

\_\_\_\_\_  
Applicant (Printed Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Received by (Print Name & Title)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved by (Print Name & Title)

\_\_\_\_\_  
Approved by signature



Sec. 8-14.01. - Disposal of flammable vegetation and fuels.

Disposal, **including chipping, burying, burning or removal to a landfill site approved by the County**, of flammable vegetation and fuels removed during construction shall be completed before final inspection **of a building permit.**

(§ 1, Ord. 92-783, eff. July 9, 1992)

Sec. 8-14.02. - Driveways.

- (a) General. Driveways shall be provided and maintained in accordance with the provisions of this section. Driveways shall be constructed as provided by Chapter 4 of Title 9 of this Code, commencing with Section 9-4.101.
- (b) Where required. Driveways shall be required for every building constructed **after the effective date of this code, but shall not be required for accessory buildings as defined in Section 9-4.302 (Accessory Building) and under (i) (1) of this section.**

EXCEPTIONS: Exceptions from the provisions of this section may be made as provided in Section 9-9.202 of Chapter 9 of Title 9 of this Code.

More than one driveway may be required when it is determined by the chief that access by a single road may be impaired by vehicle congestion, condition of terrain, climatic conditions or other factors that could limit access.

- (c) Permissible modifications. Vertical clearances or widths required by this section shall be increased when, in the opinion of the chief, vertical clearances or widths are not adequate to provide fire apparatus access.
- (d) Obstruction. The required width of any driveway shall not be obstructed in any manner, including parking of vehicles. Minimum required widths and clearances established under this section shall be maintained at all times.
- (e) Signs. When required, approved signs or other approved notices shall be provided and maintained for driveways to identify such roads and prohibiting their obstruction.
- (f) Gates. Gate entrances shall be at least two (2') feet wider than the width of the traffic lanes serving that gate. **Minimum width of gate entrances shall be of a minimum width of 14 (14') foot unobstructed horizontal clearance and 15 (15') foot vertical clearance.**

All gates providing access from a road to a driveway shall be located at least thirty (30') feet from the roadway and shall open to allow a vehicle to stop without obstructing traffic on that road.

**Security gates shall not be installed without approval of the Building Official, who may consult with emergency services providers prior to issuance of the approval. Security gates and the emergency operation shall be maintained operational at all times.**

**The regulations in this section do not apply to gates serving agricultural uses.**

Where a one-way road with a single traffic lane provides access a gated entrance, a forty (40') foot turning radius shall be provided.

- (g) Administration. It shall be the duty of the chief and the Building Official to administer the provisions of this section. Before issuing a building permit for new construction not related to an existing structure and before issuing a permit for siting of a manufactured home (as defined by the National Fire Protection Association, National Fire Code, Section 501A, Standards for Fire Safety, Criteria for Manufactured Home Installations, Sites and Communities, Chapter 1, Section 1-2, Definitions, page 4, 1987 edition and Health and Safety Code Sections 18007, 18008, and 19971), the Building Official shall require submittal of plans for required driveway construction. The County Engineer shall review

those plans and may impose any needed conditions for their conformance with the provisions of this section. If a driveway will have any grade in excess of thirteen (13%) percent, a registered engineer shall prepare the plans. The driveway shall be constructed before final inspection or issuance of a certificate of occupancy as decided by the Building Official. The Building Official shall establish a procedure for coordination with the chiefs in the issuance of building permits.

- (h) Reports of violations of this section shall be given to the Headquarters of the Ranger Units of the California Department of Forestry and Fire Protection which administer State Responsibility Area fire protection in Plumas County.
- (i) Certain words and phrases used in this section are defined as set forth below:

(1) "Accessory building" shall mean any building used as an accessory to residential, commercial, recreational, industrial, or educational purposes as defined in the California Building Code, 1989 Amendments, Chapter 11, Group M, Division 1, Occupancy that requires a building permit.

(2) "Building" shall mean any structure used or intended for supporting or sheltering any use of occupancy that is defined in the California Building Code, 1989 Amendments, Chapter 11, except Group M, Division 1, Occupancy. For the purposes of this subchapter, building includes mobile homes and manufactured homes, churches, and day care facilities.

(3) "Driveway" shall mean a vehicular access that serves no more than two (2) buildings, with no more than three (3) dwellings on a single parcel, and any number of accessory buildings.

(3) "One-way road" shall mean a roadway designed for traffic flow in one direction only.

(4) "Roadway" shall mean any surface designed, improved, or ordinarily used for vehicle travel including appurtenant structures.

(§ 1, Ord. 92-783, eff. July 9, 1992)

#### Sec. 8-14.03. - Premises identification.

Addresses and road signs shall be posted and installed as provided for in Chapter 8 of Title 9 of this Code, commencing with Section 9-8.101. Reports of violations of this section shall be given to the Headquarters of the Ranger Units of the California Department of Forestry and Fire Protection which administer State Responsibility Area fire protection in Plumas County.

(§ 1, Ord. 92-783, eff. July 9, 1992)

## **Article 2. Definitions**

### **Sec. 9-2.201. Application.**

Words and phrases used in this chapter shall be defined by common usage, except as specifically defined in this chapter. (§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.201.2. Additional quarters.**

"Additional quarters" shall mean space in a building for occupancy for living or sleeping purposes and in the same building as a dwelling unit. The floor area of additional quarters shall not exceed thirty (30%) percent of the floor area of the dwelling unit, excluding garages and carports. The occupants of additional quarters need not be members of the family occupying the dwelling unit. (§ 1, Ord. 91-759, eff. August 1, 1991; as amended by Exh. A, § 1, Ord. 96-873, eff. October 31, 1996)

### **Sec. 9-2.201.5. Administrative offices.**

"Administrative offices" shall mean a business office for the administration of business, governmental, executive, or institutional concerns. (§ 1, Ord. 89-713, eff. July 13, 1989)

### **Sec. 9-2.201.6. Administrative offices, limited.**

"Administrative offices, limited" shall mean an administrative office to which ingress and egress is limited to the employees of such office and to which evidence of the use, including but not limited to signage, shall be prohibited. (§ 1, Ord. 89-713, eff. July 13, 1989)

### **Sec. 9-2.202. Agricultural auction yard.**

"Agricultural auction yard" shall mean a place for the auction of crops and livestock. (§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.203. Agricultural product sales.**

"Agricultural product sales" shall mean sales of crops harvested primarily from the premises, livestock raised and cared for primarily on the premises, and agricultural products processed on the premises. (§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.204. Agriculture.**

"Agriculture" shall mean any of soil cultivation, crop production, raising and caring for livestock, and the processing and the sale of crops and livestock primarily from the premises and shall include horticulture, commercial animal husbandry, large animal husbandry, and small animal husbandry. (§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.204.5 Alcohol and drug recovery facility.**

"Alcohol and drug recovery facility" shall mean any premises, place, or building in which twenty-four (24) hour residential non-medical services are provided to adults or adolescents who are recovering from problems related to alcohol, drug, or alcohol and drug misuse or abuse, and who need alcohol, drug, or alcohol and drug recovery treatment or detoxification services. Programs providing such services may be year-round or on a seasonal or limited-time period basis. Such use is subject to additional requirements of the County and the State. (§ 1 Ord. 07-1061, eff. December 6, 2007)

### **Sec. 9-2.204.6 Alcohol and drug recovery facility, limited residential**

"Limited residential alcohol and drug recovery facility" shall mean an alcohol and drug recovery facility which serves six or fewer persons." Such use is subject to additional requirements of the County and the State. (§ 1 Ord. 07-1061, eff. December 6, 2007)

**Sec. 9-2.205. Alley.**

"Alley" shall mean any County road, State highway, or Forest Service System road right-of-way less than thirty (30') feet in width which affords only a secondary means of access to property. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.206. Alternative housing.**

"Alternative housing" shall be as defined in Title 8 of this Code. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.207. Animal breeding and boarding.**

"Animal breeding and boarding" shall mean a facility for any of breeding, boarding, and training of animals and shall include kennel. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.208. Animal husbandry, commercial.**

"Animal husbandry, commercial" shall mean the care and raising of hoofed livestock. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.209. Animal husbandry, large animals.**

"Animal husbandry, large animals" shall mean the care and raising of hoofed livestock for the personal use of residents of the property, 4-H market and breeding projects, except horses, cows, and pigs, and the care and raising of horses, cows, and pigs at the ratio of two (2) animals with their young (one year old or less) for the first acre of property and one additional animal for each additional one-half (1/2) acre. Horses, cows, or pigs may not be kept on parcels smaller than one acre. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 85-611, eff. July 18, 1985)

**Sec. 9-2.210. Animal husbandry, small animals.**

"Animal husbandry, small animals" shall mean the care and raising of hoofless livestock for the personal use of residents of the property and 4-H market projects. (§3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 85-611, eff. July 18, 1985)

**Sec. 9-2.211. Appurtenance.**

"Appurtenance" shall mean a use, building, or activity which is a functional part of a use. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 86-623, eff. February 6, 1986)

**Sec. 9-2.212. Assembly.**

"Assembly" shall mean the fitting together of parts to make a whole. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.213 Automobile service.**

(§ 3, Ord. 84-593, eff. January 3, 1985; repealed by Ord. 91-759, eff. August 1, 1991)

**Sec. 9-2.213.5. Bed and breakfast inn.**

"Bed and breakfast inn" shall mean a lodging facility where:

- (a) The maximum number of guest room:
  - (1) Does not exceed five (5); except
  - (2) If the number of dwelling units and additional quarters and the one guest house as would be permitted by the zoning for the property and the size of the property, both as permitted uses and as uses subject to issuance of a planned development permit, less one for the residence of the owner or manager, would be more than five (5), then the maximum number of guest rooms does not exceed that number.



- (b) The owner of manager resides on the property.
- (c) Meals are served to guests of the inn only;
- (d) On-site parking is adequately screened from view from the street;
- (e) The use maintains the architectural integrity of the building and the character of the neighborhood; and
- (f) There is no more than one business sign of no more than six (6) square feet, or no more than one business sign of no more than twenty-four square feet where the use is in the Multiple-Family Residential Zone (M-R).

(§ 1, Ord. 89-716, eff. October 5, 1989, as amended by § 1, Ord. 91-759, eff. August 1, 1991, and § 1, Ord. 92-787, eff. July 16, 1992; as amended by Exh. A, § 1, Ord. 96-873, eff. October 31, 1996, as amended by § 1, Ord. 99-916, eff. June 10, 1999)

**Sec. 9-2.214. Boat Ramp.**

"Boat ramp" shall mean a ramp from land to water for launching boats. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.215. Boat service.**

"Boat service" shall mean the service of boats or accessory commodities. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.216. Building.**

"Building" shall mean any structure used or intended for supporting or sheltering any use of occupancy that is defined in the California Building Code.

**Sec. 9-2.217. Building coverage.**

"Building coverage" shall mean that area of a parcel covered by roofs. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.217.5. Building Supply.**

"Building Supply" shall mean a store engaged in the sale of materials used in the construction of buildings or other structures; other than the retail sale of paint, fixtures and hardware. (§ 1, Ord. 94-832, eff. June 9, 1994)

**Sec. 9-2.218. Business office.**

"Business office" shall mean an office used for provision of sales, professional, executive, management, financial or administrative services. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 89-719, eff. November 2, 1989)

**Sec. 9-2.218.5. California redemption value materials.**

"California redemption value materials" shall mean anything bearing the messages "CA Redemption Value," "California Redemption Value," "CA Cash Refund," or "California Cash Refund" under the authority of the California Beverage Container Recycling and Litter Reduction Act [Division 12.1 Public Resources Code, commencing with Section 14500]. (§ 1, Urgency Ord. 91-757 eff. July 18, 1991; Ord. 91-759, eff. August 1, 1991)

**Sec. 9-2.219. Camp ground.**

"Camp ground" shall mean a facility of two (2) or more spaces for temporary habitation in tents, recreational vehicles, or mobile shelters. (§ 3, Ord. 84-593, eff. January 3, 1985; as amended by Exh. A, § 3, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.220. Camping.**

"Camping" shall mean habitation on a property in nonstructural temporary shelters or recreational vehicles. (§ 3, Ord. 84-593, eff. January 3, 1985; as amended by § 1, Ord. 91-759, eff. August 1, 1991; and by Exh. A, § 3, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.221. Carport.**

"Carport" shall mean a garage enclosed or partly enclosed by no more than one side. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.221.5. Car Wash**

"Car wash" shall mean a vehicle service or self-service facility for the cleaning of the exterior, and the passenger and cargo compartments of vehicles. (Exh. A, § 1, Ord. 99-915, eff. June 3, 1999)

**Sec. 9-2.222. Child day care facility.**

"Child day care facility" shall mean a facility which provides nonmedical day care of less than twenty-four (24) hours per day for children under eighteen (18) years of age. Such use is subject to additional requirements of the County and the State. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 85-603, eff. April 4, 1985, and § 1, Ord. 86-623, eff. February 6, 1986)

**Sec. 9-2.223. Child day care home.**

"Child day care home" shall mean a child day care facility in the provider's own home which provides day care for seven (7) to twelve (12) children, inclusive, including children who reside in the home, provided the noise level does not exceed the ambient outside noise level for the area in which the home is located as determined by the General Plan. Such use is subject to additional requirements of the County and the State. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 85-603, eff. April 4, 1985, and § 1, Ord. 86-623, eff. February 6, 1986)

**Sec. 9-2.223.5. Child day care home, limited.**

"Child day care home, limited" shall mean a child day care facility in the provider's own home which provides day care for six (6) or fewer children, including children who reside in the home. Such use is subject to additional requirements of the County and the State. (§ 2, Ord. 86-623, eff. February 6, 1986)

**Sec. 9-2.224. Commercial animal husbandry.**

(See "Animal husbandry, commercial".) (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.224.5. Commercial coach.**

"Commercial coach" shall mean a structure transportable in one or more sections, designed and equipped for human occupancy for industrial, professional, or commercial purposes, which is required to be moved under permit, and shall include a trailer coach as defined in Section 635 of the California Vehicle Code. (Exh. A, § 1, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.225. Commission.**

"Commission" shall mean the Planning Commission of the County. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.225.3. Community care facility.**

"Community care facility" shall mean any facility, place, or building which is maintained and operated to provide nonmedical residential care, adult day care, or home-finding agency services for children, adults, or children and adults, including, but not limited to, physically handicapped, mentally impaired, or incompetent persons, and shall not include drug recovery facilities. Such use is subject to additional requirements of the County and the State. (§ 2, Ord. 86-623, eff. February 6, 1986)

**Sec. 9-2.225.7. Community care facility, limited residential.**

"Community care facility, limited residential" shall mean a community care facility which provides twenty-four (24) hour care for six (6) or fewer persons, with the residents and operators being considered a family. "Six (6) or fewer persons" shall not include the provider, or members of the provider's family, or persons employed as facility staff. Such use is subject to additional requirements of the County and the State. (§ 2, Ord. 86-623, eff. February 6, 1986)

**Sec. 9-2.226. Construct.**

"Construct" shall mean to erect, reconstruct, alter, move in, or move upon. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.226.5. Development permit**

"Development permit" shall mean any permit or other grant of approval under the provisions of this Title for any man-made change to improved or unimproved real estate, including walled and roofed buildings, gas storage tanks that are principally above ground, liquid storage tanks that are principally above ground, manufactured homes, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials. (Exh. A, § 3, Ord. 98-902, eff. September 10, 1998)

**Sec. 9-2.227. Dock.**

"Dock" shall mean a structure for the mooring of two (2) or fewer boats. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 86-623, eff. February 6, 1986)

**Sec. 9-2.227.5. Driveway.**

"Driveway" shall mean a vehicular access that serves no more than two buildings, with no more than three dwellings on a single parcel and which may serve any number of accessory buildings. (§ 1, Ord. 91-762, eff. December 13, 1991, as amended by § 1, Ord. 92-783, eff. July 9, 1992, as amended by Exh. A, § 1, Ord. 96-873, eff. October 31, 1996)

**Sec. 9-2.228. Dwelling unit.**

"Dwelling unit" shall mean a building, or portion of a building, which provides for sleeping, cooking, eating and sanitation for one family and may include one additional quarters and shall include household animals. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-759, eff. August 1, 1991, as amended by § 1, Ord. 92-783, eff. July 9, 1992)

**Sec. 9-2.229. Electric generation.**

"Electric generation" shall mean the conversion of various forms of energy to electricity. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.230. Electric generation, limited.**

"Electric generation, limited" shall mean electric generation by the use of water or of resources immediately available on the premises. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.231. Employee housing.**

"Employee housing" shall mean dwelling units or manufactured homes for employees employed on the premises and their families. (§ 3, Ord. 84-593, eff. January 3, 1985; as amended by Exh. A, § 3, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.232. Family.**

"Family" shall mean a person or persons living as an economic unit. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.233. Farm supply sales.**

"Farm supply sales" shall mean sales of materials, vehicles, heavy equipment, and products essential to agriculture. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.234. Fence.**

"Fence" shall mean a barrier used as a boundary, means of protection, privacy, or confinement. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.235. Finished grade.**

"Finished grade" shall mean the elevation of the finished ground at the exterior of a structure. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.235.5. Flood.**

"Flood" shall mean a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (a) The overflow of inland or tidal waters;
- (b) The unusual and rapid accumulation or runoff of surface waters from any source.

(Exh. A, § 3, Ord. 98-902, eff. September 10, 1998)

**Sec. 9-2.236. Flood hazard area.**

- (a) "Primary flood hazard area" shall mean an area in a design floodway (channel) and any areas with a floodplain depth of three (3') feet or more, or one foot to three (3') feet if the velocity is greater than five (5') feet per second.
- (b) "Secondary flood hazard area" shall mean any area outside the design floodway with a floodplain depth between one foot and three (3') feet.
- (c) "100-year flood hazard areas" shall mean any area identified in the General Plan as a flood hazard area, any area of special flood hazard, and any area susceptible to a flood that has a one percent chance of being equaled or exceeded in any given year.
- (d) "Area of special flood hazard" shall mean an area of special flood hazard identified by the Federal Insurance Administration of the Federal Emergency Management Agency, which area is the land in the flood plain within the County subject to a one percent or greater chance of flooding in any given year.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 88-700, eff. September 1, 1988, and § 1, Ord. 91-759 eff. August 1, 1991, as amended by Exh. A, § 4, Ord. 98-902, eff. September 10, 1998)

**Sec. 9-2.237. Garage.**

"Garage" shall mean a building, or portion of a building, constructed with provisions for the noncommercial sheltering of vehicles. (§ 3, Ord. 84-593, eff. January 3, 1985)



**Sec. 9-2.237.5 Gas station.**

"Gas station" shall mean a retail store for the sale of any fuels, lubricants, services, and accessory commodities for motor vehicles. (§ 1, Ord. 91-759, eff. August 1, 1991)

**Sec. 9-2.238. Golf facility.**

"Golf facility" shall mean a recreation facility for the playing of golf, including appurtenances, and excluding miniature golf. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.239. Guest**

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 89-719, eff. November 2, 1989, repealed by Ord. 91-759, eff. August 1, 1991)

**Sec. 9-2.240. Guest house.**

"Guest house" shall mean an independent structure of an area of no more than 1,200 square feet, excluding garages and carports. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-759, eff. August 1, 1991; as amended by Exh. A, § 1, Ord. 96-873, eff. October 31, 1996)

**Sec. 9-2.241. Guest room.**

"Guest room" shall mean a unit of lodging facility or a rooming facility for sleeping or living purposes. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 89-719 eff. November 2, 1989, and § 1, Ord. 91-759, eff. August 1, 1991)

**Sec. 9-2.242. Health service.**

"Health service" shall mean a facility for the provision of medical treatment or service to persons. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.243. Heavy equipment sales.**

"Heavy equipment sales" shall mean sales of heavy equipment or accessory commodities. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.244. Heavy equipment service.**

"Heavy equipment service" shall mean the service of heavy equipment or accessory commodities and shall include "farm machine service". (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.245. Height.**

"Height" shall mean a vertical distance measured upward from a surface determined by the structure's exterior finished grade as projected across the construction site. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.246. Home business.**

"Home business" shall mean any nonresidential use which is permitted in a commercial zone (except for lodging facility) provided the use shall be conducted by a resident of a dwelling unit on the parcel; involve no more than (2) additional employees; involve an area of no more than 600 square feet; not be visible as a business, except for a home business sign, from off the premises; not be audible or odorous from off the premises; and not involve the storage or use of toxic, explosive, or flammable materials. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended § 1, Ord. 89-719, eff. November 2, 1989)

**Sec. 9-2.247. Home business, limited.**

"Home business, limited" shall mean any home business, except that there shall be no additional employees and no exterior evidence of business activity. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.248. Home industry.**

"Home industry" shall mean any use permitted in an industrial zone and conducted by a resident of a dwelling unit on the parcel if it can be found that access to transportation routes and facilities, public facilities, and the surrounding land uses and environmental setting will permit the use without major adverse impacts to the rural-residential nature of the neighborhood. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.249. Horticulture.**

"Horticulture" shall mean producing crops for commercial purposes. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.250. Household animals.**

"Household animals" shall mean as many as six (6) domestic dogs and cats, no more than three (3) of which may be dogs or cats, and domestic animals customarily confined within a dwelling unit. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.251. Hydroelectric generation.**

"Hydroelectric generation" shall mean electric generation by the conversion of gravity to electricity by the use of water. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.252. Junk yard.**

"Junk yard" shall mean the storage of more than one vehicle which is unregistered or useless for vehicular purposes, except as provided by Sections 5051 *et seq.* of the Vehicle Code of the State, or the storage of more than 200 used tires, or the use of more than 200 square feet of any parcel or contiguous parcels under the same ownership for the storage or sale of manufactured material which has been abandoned from its original use and which may be used again in its present form or in a new form and shall include salvage operation, recycling facility and limited recycling facility. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Urgency Ord. 91-757, eff. June 18, 1991, § 1, Ord. 91-759, eff. August 1, 1991, and § 1, Ord. 93-813, eff. September 2, 1993)

**Sec. 9-2.253. Kennel.**

"Kennel" shall mean a facility for any of breeding, boarding, and training of four (4) or more of either dogs, cats, or both. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.254. Large animal husbandry.**

(See "Animal husbandry, large animals".) (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.255. Laundromat.**

"Laundromat" shall mean a self-service facility for laundering and may include laundering services. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.256. Limited child care service.**

(See "Child care service, limited".) (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.257. Limited electric generation.**

(See "Electric generation, limited".) (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.258. Limited home business.**

(See "Home business, limited".) (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.259. Lodging facility.**

"Lodging facility" shall mean a group of two (2) or more guest rooms for transient lodging. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.260. Lot area.**

(a) "Gross lot area" shall mean the total area of a parcel within the property lines.

(b) "Net lot area" shall mean the area of a lot within the property lines exclusive of streets.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.260.5. Manufactured home.**

"Manufactured home" shall mean a structure, transportable in one or more sections, which, in the travelling mode, is eight body feet or more in width, or forty (40') body feet or more in length, or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained therein; except that such term shall include any structure which meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification and complies with the standards established under the Mobilehomes-Manufactured Housing Act of 1980. "Manufactured home" includes a mobilehome subject to the National Manufactured Housing Construction and Safety Act of 1974 (42 U.S.C., Sec. 5401, et seq.). (Exh. A, § 1, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.261. Manufacturing.**

"Manufacturing" shall mean the making of commodities by hand or machinery. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.262. Marina.**

"Marina" shall mean a facility providing dockage, supplies, and services for boats or dockage for three (3) or more boats. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 86-623, eff. February 6, 1986)

**Sec. 9-2.263. Mining.**

"Mining" shall mean the removal of minerals or geothermal or fossil resources from the ground and may include the processing and sale of resources mined from the premises. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended § 1, Ord. 89-719, eff. November 2, 1989)

**Sec. 9-2.264. Mobile home.**

(§ 3, Ord. 84-593, eff. January 3, 1985; repealed by Exh. A, § 2, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.265. Nonconforming use.**

(a) "Nonconforming use" shall mean a use contrary to the applicable provisions of this chapter.

(b) "Lawful nonconforming use" shall mean a nonconforming use lawfully established prior to the adoption of the applicable provisions of this chapter.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.265.5 Nursery.**

"Nursery shall mean a home business for the retail sale of plants and accessory commodities where:

- (a) the area in which plants are raised and kept is not considered as part of the 600 square foot area which is the limit of the area occupied by the home business,
- (b) accessory commodities may include fertilizers, soil amendments, pesticides, and herbicides for the use of which no special license or other entitlement is required and shall not be considered toxic, explosive or flammable.

(§ 1, Ord. 00-932, eff. June 8, 2000)

**Sec. 9-2.266. Park.**

"Park" shall mean a primarily outdoor recreation facility with no structures other than those appurtenant to the outdoor use. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.267. Parking lot.**

"Parking lot" shall mean a facility for the temporary parking of vehicles. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.267.1. Personal services.**

"Personal services" shall mean a place for the provision of services primarily for the purpose of personal appearance. (§ 1, Ord. 89-719, eff. November 2, 1989)

**Sec. 9-2.268. Place of assembly.**

"Place of assembly" shall mean a place established for a group of people to gather for a purpose. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.269. Planning Commission.**

(See "Commission".) (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.270. Planning Director.**

"Planning Director" shall mean the Planning Director of the County. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.270.5. Porch**

"Porch" shall mean a roofed structure that is enclosed by no more than a guardrail meeting the requirements of Section 509 of the Uniform Building Code, that is attached to a building, with a door in common. (Exh. A, § 11, Ord. 96-873, eff. October 31, 1996)

**Sec. 9-2.271. Postal service.**

"Postal service" shall mean a service for carrying letters or packages. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.272. Prefabricated building.**

"Prefabricated building" shall mean a building made or built in standardized sections for shipment and quick assembly and shall include a manufactured home and a commercial coach. (§ 3, Ord. 84-593, eff. January 3, 1985; as amended by Exh. A, § 3, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.273. Prefabricated building sales.**

"Prefabricated building sales" shall mean sales of prefabricated buildings and accessory commodities. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.274. Processing.**

"Processing" shall mean the preparation of or subjection of resources to a special treatment or systematic series of actions. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.275. Property line.**

- (a) "Front line" shall mean any property line contiguous to a street from which access is permitted.
- (b) "Side line" shall mean any property line which intersects a street.
- (c) "Rear line" shall mean any property line which is not a front line or side line.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.276. Public service facility.**

"Public service facility" shall mean a facility for the provision of services to the public by a public agency; cemeteries; and disposal sites as defined in subsection (n) of Section 6-10.101 of Article 1 of Chapter 10 of Title 6 of this Code but shall not include health services, child day care facilities, or community care facilities. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 86-623, eff. February 6, 1986)

**Sec. 9-2.277. Public utility facility.**

"Public utility facility" shall mean an improvement use necessary for the provision, distribution, or conveyance to the public of utilities or a facility for the maintenance of such facilities. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.278. Recreation facility.**

"Recreation facility" shall mean a facility for athletics, exercise, play, amusement, or relaxation and shall include a park. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 89-719, eff. November 2, 1989)

**Sec. 9-2.279. Recreation-oriented residential development.**

"Recreation-oriented residential development" shall mean a development where recreation facilities are proposed to be constructed as part of the total development or as a benefit of purchase for which an overall development plan is approved which establishes a phasing of amenities and that the operation and maintenance of recreational facilities is provided by the developer, home owners' association, or other preestablished entity so as to preclude County involvement or responsibility. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.279.01 Recreational vehicle.**

"Recreational vehicle shall mean either of the following:

- (a) A motor home, travel trailer, truck camper, or camping trailer, with or without motive power, designed for human habitation for recreational, emergency, or other occupancy, which meets all of the following criteria:
  - (1) It contains less than 320 square feet of internal living room area, excluding built-in equipment, including, but not limited to, wardrobe, closets, cabinets, kitchen units or fixtures, and bath or toilet rooms.
  - (2) It contains 400 square feet or less of gross area measured at maximum horizontal projections.
  - (3) It is built on a single chassis.
  - (4) It is either self-propelled, truck-mounted, or permanently towable on the highways without a permit.
- (b) A park trailer designed for human habitation for recreational or seasonal use only, which meets all of the following criteria:

- (1) It contains 400 square feet or less of gross floor area measured at the maximum horizontal projections. However, it may not exceed 12 feet in width or 40 feet in length in the travelling mode.
- (2) It is built on a single chassis.
- (3) It may only be transported upon the public highways with a permit.

(Exh. A, § 1, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.279.1. Recycling facility.**

"Recycling facility" shall mean a junk yard at which California redemption value materials, glass, paper and cardboard, food and drink packaging material, and cloth are collected for shipment to manufacturers or processors. (§ 1, Urgency Ord. 91-757 eff. July 18, 1991; as amended by § 1, Ord. 91-759, eff. August 1, 1991)

**Sec. 9-2.279.2. Recycling facility, limited.**

"Limited recycling facility" shall mean a self-service facility which accepts California redemption value materials and issues a cash refund or a redeemable credit slip. (§ 1, Urgency Ord. 91-757, eff. July 18, 1991; as amended by § 1, Ord. 91-759, eff. August 1, 1991)

**Sec. 9-2.280. Resort.**

"Resort" shall mean a lodging facility or campground with accessory services and recreation facilities. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.281. Restaurant.**

"Restaurant" shall mean a place where food is prepared and sold primarily to be eaten on the premises. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.282. Retail store.**

"Retail store" shall mean a store where commodities are primarily sold directly to the consumer; or where those commodities are repaired or maintained; and may include subordinate on-site manufacturing, processing or repair of those commodities by hand or by equipment which creates no noise, vibration, fumes, dust, smoke or electrical interference detectable to the normal senses from off the premises. (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 89-719, eff. November 2, 1989)

**Sec. 9-2.283. Rooming facility.**

"Rooming facility" shall mean a group of two (2) or more guest rooms for nontransient lodging and may include provisions for board. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.284. Salvage operation.**

"Salvage operation" shall mean "junk yard". (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Urgency Ord. 91-757, eff. July 18, 1991, and § 1, Ord. 91-759, eff. August 2, 1991)

**Sec. 9-2.285. School.**

"School" shall mean a place for teaching and learning. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.286. Self-service facility.**

"Self-service facility" shall mean a facility for the obtainment of services or commodities by financial transaction by machine. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.287. Shooting range.**

"Shooting range" shall mean a place for practicing shooting. § 3, Ord. 84-593, eff. Jan. 3, 1985)

**Sec. 9-2.288. Sign.**

- (a) "Advertising sign" shall mean a business sign.
- (b) "Business sign" shall mean a permanent advertisement of an operator, product, service, or facility.
- (c) "Community identification sign" shall mean a permanent identification of a community, neighborhood, subdivision or of a locality identified pursuant to Section 9-8.304 of this Code.
- (d) "Community organization sign" shall mean a permanent advertisement of any of fraternal, benevolent, social, service, or religious organizations which may set forth the time, place, and location of meetings within the community.
- (e) "Construction sign" shall mean a temporary advertisement identifying a building under construction and any of the involved persons.
- (f) "Home business sign" shall mean a permanent advertisement of a permitted home business or home industry.
- (g) "Nameplate" shall mean an identification of the occupant of a dwelling unit.
- (h) "Promotional sign" shall mean a temporary advertisement of any of political, religious, civic, social, and business special events.
- (i) "Real estate sign" shall mean a temporary advertisement of a property for sale, lease, or rent.
- (j) "Subdivision sign" shall mean a temporary advertisement of a subdivision and the original sales program for the sale of lots within such subdivision.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-759, eff. August 1, 1991)

**Sec. 9-2.289. Small animal husbandry.**

(See "Animal husbandry, small animals".) (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.290. Storage.**

"Storage" shall mean the holding of goods, exclusive of warehousing. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.290.3. Stoop.**

"Stoop" shall mean a roofless structure that is enclosed by no more than a guardrail meeting the requirements of Section 509 of the Uniform Building Code, that is attached to a building, with a door in common. (Exh. A, § 11, Ord. 96-873, eff. October 31, 1996)

**Sec. 9-2.290.5. Story.**

"Story" shall mean that portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost finished floor of a useable space, and the ceiling or roof above, where that ceiling or roof height is not less than five (5') feet. Where a useable space between a finished floor and a sloping ceiling or roof is five (5') feet or more, that space shall be a story. If the finished floor level directly above a usable or unused underfloor space is more than six (6') feet above the finished grade for more than fifty (50%) percent of the total perimeter or is more than twelve (12') feet above the finished grade at any point, such usable or unused underfloor space shall be considered a story. (§ 2, Ord. 86-623,

eff. February 6, 1986; as amended by § 1, Ord. 00-931, eff. June 8, 2000)

**Sec. 9-2.291. Street.**

"Street" shall mean any legally established access easement which provides a primary means of access to property and the right-of-way or traveled way, with any improvements, of any County road, State highway, or Forest Service System road, except an alley. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.292. Structure.**

"Structure" shall mean anything for the establishment of which the Planning and Development Agency requires a building permit. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.293. Tavern.**

"Tavern" shall mean a place where alcoholic beverages are sold to be consumed on the premises. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.294. Timber management.**

"Timber management" shall mean the growing and harvesting of trees and the processing of trees harvested from the premises. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.295. Transport station.**

"Transport station" shall mean a facility for the loading and unloading of persons or commodities from a means of transport. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.296. Undertaking.**

"Undertaking" shall mean the preparation of the dead for burial and the management of funerals. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.297. Use.**

"Use" shall mean the employment of property or a structure for a purpose and shall include all appurtenances. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.298. Used goods sales.**

"Used goods sales" shall mean sales of goods, a license for which is required by Section 5.1.301 of Article 3 of Chapter 1 of Title 5 of this Code. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.299. Vehicle sales.**

"Vehicle sales" shall mean sales of means of transport or accessory commodities. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.299.1. Vehicle service.**

"Vehicle service" shall mean service of means of transport or accessory commodities and shall include boat service. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.299.2. Veterinary service.**

"Veterinary service" shall mean a facility for the provision of medical treatment or service to animals. (§ 3, Ord. 84-593, eff. January 3, 1985)



**Sec. 9-2.299.3. Warehousing.**

"Warehousing" shall mean the holding of commodities before distribution to retailers or to intermediaries between manufacture and sale to wholesalers or retailers. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.299.4. Wholesale commercial supply.**

"Wholesale commercial supply" shall mean a service for stocking and supplying materials, machines, and products essential to businesses or services in the vicinity. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.299.5. Wholesaling.**

"Wholesaling" shall mean the selling of commodities in large quantities, especially to retailers. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.299.6. Width.**

"Width" shall mean the average distance between the side lines of a lot. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.299.7. Wildlife management.**

"Wildlife management" shall mean the management of wildlife and its ecosystem to provide for the maintenance of desirable populations. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.299.8. Yard.**

"Yard" shall mean an area extending from a property line into a property, which area shall be free of buildings and any aboveground structures, except as otherwise provided by this chapter.

- (a) "Front yard" shall mean a yard measured from the front **property** line or, if the front **property** line is in a street, from the edge of the **easement or the edge of a right-of-way line to the nearest point of the foundation or support of a building or structure. Setbacks adjacent to existing private roads without defined right-of-way or road easements shall be measured from the edge of the maintained area of the road.**
- (b) "Rear yard" shall mean a yard measured from the rear **property** line **to the nearest point of the foundation or support of a building or structure.**
- (c) "Side yard" shall mean a yard measured from the side **property** line **to the nearest point of the foundation or support of a building or structure.**

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.299.9. Zoning Administrator.**

"Zoning Administrator" shall mean the Zoning Administrator of the County.  
(§ 3, Ord. 84-593, eff. January 3, 1985)

## **Article 4. General Requirements**

### **Sec. 9-2.401. Application.**

- (a) (1) The provisions of this article shall apply in all zones, except as specifically provided otherwise by this article.
- (2) Where the provisions of this article differ from those of a zone, the provisions of this article shall apply.
- (b) (1) A use defined by this chapter shall include all uses defined in terms of those uses.
- (2) The uses defined in this chapter shall include all uses which are functionally equivalent.
- (3) The Commission shall determine, upon an application, if a use is functionally equivalent to a defined use.
- (c) The express enumeration in this chapter of a use in any zone shall prohibit such use in any zone in which it is not expressly enumerated.
- (d) Any zone may establish conditions for the employment of a use.
- (e) (1) The provisions of combining zones shall apply in all zones with which combining zones are combined.
- (2) Where the provisions of a combining zone differ from those of a zone with which it is combined, the provisions of the combining zone shall apply.
- (3) Where more than one combining zone is applied, the provisions of all the combining zones shall apply, except that where the provisions of one combining zone prohibit or restrict a use permitted by another combining zone, the prohibition or restriction shall apply.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.402. General requirements enumerated.**

The following general requirements are addressed in this article:

- (a) Airports;
- (b) Camp grounds;
- (c) Camping;
- (d) Easements;
- (e) Eaves and overhangs;
- (f) Fences;
- (g) Flood;
- (h) Garages and carports;
- (i) Height;
- (j) Landscaping;
- (k) Lighting facilities;
- (l) Manufactured homes and commercial coaches;
- (m) Noise;
- (n) Parking and loading;
- (o) Porches and stoops;
- (p) Public utility facilities;
- (q) Signs;
- (r) Temporary occupancy;
- (s) Timber harvesting; and
- (t) Yards.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 89-719, eff. November 2, 1989; and § 1, Ord. 91-762, eff. December 13, 1991; and Exh. A, § 2, Ord. 96-873, eff. October 31, 1996; and Exh. A, § 5, Ord. 98-902, eff. September 10, 1998; and Exh. A, § 4, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.403. Airports.**

Airport surfaces, as identified in the General Plan, shall be free of man-made obstructions. Within airport zones of influence, as identified in the General Plan, only those uses which are not subject to the California Environmental Quality Act, or which are exempt from the California Environmental Quality Act, either ministerially or categorically, shall be permitted, except that dwelling units shall not be permitted.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.404. Camp grounds.**

The design of camp grounds shall conform to the following:

- (a) Maximum parcel density, 14 units per gross acre;
- (b) Minimum average site area, 1,400 square feet; and
- (c) Minimum individual site area, 1,000 square feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.405. Camping.**

- (a) Camping shall be prohibited within Prime Opportunity areas as designated by the General Plan, except within camp grounds.
- (b) Camping shall be permitted on all private lands not within the Prime Opportunity Areas as designated by the General Plan if all aspects of the County health regulations are met, subject to the concurrence of the property owner for no more than 120 days in a calendar year. The number of nonstructural temporary shelters and recreational vehicles used for camping on a property may be at least one and otherwise shall not exceed the number of dwelling units and additional quarters and the guest house permitted on the property by the zoning, less the number thereof on the property. Camping conducted under the provisions of this subsection shall not be a camp ground use for the purposes of this Chapter.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 3, Ord. 86-623, eff. February 6, 1986; and § 1, Ord. 91-759, eff. August 1, 1991; and Exh. A, § 2, Ord. 96-873, eff. October 31, 1996; and Exh. A, § 4, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.405.5. Easements.**

- (a) Structures shall not be constructed within easements of any kind, except,
- (b) Structures may be constructed within an easement with written permission from all parties with right of use of the easement.
- (c) It shall be the responsibility of every applicant for a building permit, at the time of making application to:
  - (1) Inform the Planning and Development Agency of the location of all easements within the building site area; and
  - (2) Submit to the Planning and Development Agency any written permission to construct within an easement from all parties with the right of use of the easement;
  - (3) Inform the Planning and Development Agency of the location of all existing and

proposed improvements on the property.

- (d) The Planning and Development Agency shall have the authority to:
  - (1) Determine the manner in which the provision of information and submittal required by subsection (c) of this section shall be made; and
  - (2) Reject any provision of information and submittal made pursuant to subsection (c) of this section which it finds unacceptable.
- (e) The accuracy of the information and submittal required by subsection (c) of this section shall be solely the responsibility of the applicant.

(§ 1, Ord. 89-719, eff. November 2, 1989)

**Sec. 9-2.406. Eaves and overhangs.**

Eaves may extend into any required yard by not more than fifty (50%) percent.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 89-719, eff. November 2, 1989; as amended by Exh. A, § 2, Ord. 96-873, eff. October 31, 1996)

**Sec. 9-2.407. Fences.**

- (a) Fences not over six (6') feet in height may be built anywhere on a property.
- (b) Fences within ten (10') feet of a front line shall be no more than four (4') feet high on parcels zoned 2-R, 3-R, 7-R, or M-R.
- (c) Fences not over eight (8') feet in height may be built anywhere on a property zoned industrial.
- (d) Fences not over eight (8') feet in height not in an individual zone may be built subject to the yard requirements.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.407.5. Flood.**

No development permit shall be granted for any man-made change to real estate within an area of special flood hazard except in conformance with the provisions of Chapter 17 of Title 8 of this Code. No development permit for any man-made change to real estate within an area of special flood hazard shall be granted until all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law. Development permit applications shall be reviewed to determine whether proposed building sites will be reasonably safe from flooding. Building permits shall be reviewed to identify any proposed work in an area of special flood hazard and that identification shall be transmitted to the Building Official. Applications for development permits for any man-made change to real estate that is greater than fifty (50) lots or five (5) acres, whichever is the lesser, shall include base flood elevation data.

Areas of special flood hazard shall be administered as primary flood hazard areas until an engineered analysis based on a uniform procedure prescribed by the Federal Emergency Management Agency has been completed, submitted to the Federal Emergency Management Agency, reviewed and approved by the Federal Emergency Management Agency, and the appropriate amendment or revision to the Flood Insurance Rate Maps, as required by the Federal Emergency Management Agency, and copies thereof provided to the County Engineer, the Planning Director and the Building Official.

100-year flood hazard areas shall be administered as primary flood hazard areas until an engineered

analysis based on a uniform procedure prescribed by the County Engineer has been completed, submitted to the County Engineer, reviewed and approved by the County Engineer, and copies provided to the County Engineer, the Planning Director and the Building Official.  
(Exh. A, § 6, Ord. 98-902, eff. September 10, 1998)

**Sec. 9-2.408. Garages and carports.**

- (a) ***Garage and carport conversion.*** Garages and carports may be converted to other uses only if they meet the yard requirements of the zone in which the garage or carport is located.
- (b) ***Garages.***
  - (1) Garages shall be located no closer than forty (40') feet from the center line of the street or ten (10') feet from the front line, whichever is greater, except as set forth below.
  - (2) Garages need not be setback further than the minimum front yard for the zone in which they are located.
  - (3) Where the front yard adjoins a Class 7 road, garages shall be no closer than thirty-five (35') feet from the center line of the street or ten (10') feet from the front line, whichever is greater.
  - (4) Where the front yard adjoins a Class 8 road, garages shall be no closer than thirty (30') feet from the center line of the street or ten (10') feet from the front line, whichever is greater.
  - (5) Where the front yard adjoins a Class 9 or 10 road with a projected traffic volume of 400 ADT or less, determined as set forth in 9-4.703 of Article 7 of Chapter 4 of this Title, garages shall be no closer than thirty (30') feet from the center line of the street or ten (10') feet from the front line, whichever is greater.
- (c) ***Carports.***
  - (1) Carports shall be located not closer than thirty (30') feet from the center line of the street, except as set forth below.
  - (2) Carports need not be setback further than the minimum front yard for the zone in which they are located.
  - (3) Where the front yard adjoins a Class 7 road, carports shall be no closer than twenty-five (25') feet from the center line of the street.
  - (4) Where the front yard adjoins a Class 8 road, carports shall be no closer than twenty (20') feet from the center line of the street.
  - (5) Where the front yard adjoins a Class 9 or 10 road with a projected traffic volume of 400 ADT or less, determined as set forth in 9-4.703 of Article 7 of Chapter 4 of this Title, carports shall be no closer than twenty (20') feet from the center line of the street.
  - (6) In no case shall a carport extend beyond the front line.
- (d) ***Roof shedding.*** In no case shall the roof of a garage or carport shed onto the road right-of-way.

(§ 3, Ord. 84-593, eff. January 3, 1985; as amended by § 3, Ord. 86-623, eff. February 6, 1986; § 1, Ord. 89-719, eff. November 2, 1989; § 1, Ord. 90-730, eff. July 19, 1990; Exh. A, § 2, Ord. 96-873, eff. October 31, 1996; and Exh. A, § 3, Ord. 99-915, eff. June 3, 1999 )

**Sec. 9-2.409. Height.**

Chimneys or flues which are part of a dwelling unit may exceed the zoning height limit by no more than five (5') feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.410. Landscaping.**

When parking lots of five (5) or more spaces are required, an area equal to a minimum of ten (10%) percent of the required parking lot area shall be landscaped. Landscaping requirements may be modified as necessary by the Planning Director.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.411. Lighting facilities.**

All lighting facilities shall be so installed as to focus away from adjoining properties.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.412. Mobile homes.**

Manufactured homes certified under the National Mobile Home Construction and Safety Standards of 1974 (42 U.S.C. Section 5401, *et seq.*) and commercial coaches may be installed on a foundation system pursuant to Section 18551 of the Health and Safety Code, in all zones, subject to the requirements of the zones and subject to meeting snow load requirements in themselves.

When manufactured homes are a permitted use or permitted subject to issuance of a planned development permit, they may be installed on a support system. Manufactured homes and commercial coaches that are placed or substantially improved within an area of special flood hazard shall be elevated on a foundation system pursuant to Section 18551 of the Health and Safety Code such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and shall be securely anchored to an adequately anchored foundation system to resist flotation collapse and lateral movement.

A manufactured home or commercial coach kept on a property shall be installed as provided under Title 8 of this Code, or shall be a unit of a mobile home park licensed by the State or shall be part of a storage use or prefabricated building sales use.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 89-719, eff. November 2, 1989; and by Exh. A, § 6, Ord. 98-902, eff. September 10, 1998; and Exh. A, § 4, Ord. 99-924, eff. November 11, 1999)

**Sec. 9-2.413. Noise.**

(a) New uses shall not increase off-site noise to a level which exceeds the ambient noise level for the specific land use area.

(b) The establishment of noise sensitive uses, as identified within the General Plan, shall be prohibited within industrial protection zones, as established by the General Plan.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.414. Parking and loading.**

(a) **Application.** Listed in this section are the minimum off-street parking requirements. Uses involving the receipt and distribution of materials shall be subject to the minimum loading space requirements. Where parking and loading requirements cannot be based solely upon the uses listed, the Planning Director shall determine the requirements or the additional requirements. Any parking and loading requirements may be modified, as

necessary, by the Planning Director.

- (b) **Number of spaces.** Off-street parking spaces shall be provided at the rates set forth below:

<u>Basis</u>	<u>Parking Spaces</u>
Dwelling units	Two
Additional quarters	One
Guest houses	One
Employees	One for each of the employees working at one time
Seating	One for every four seats, or fraction thereof
Sales and service floor areas	One for each 500 square feet, or fraction thereof
Boat ramps	Twenty

**Loading Spaces**

Any of floor, storage or merchandise areas or combinations thereof	One for each 5,000 square feet, or fraction thereof
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- (c) **Design.**

- (1) **Parking lots.** The following shall be the minimum parking lot design standards:

Angle of Space	Parking Space Dimensions		Maneuvering Aisle Width	
	Depth	Width Perpendicular to Depth	One-Way	Two-Way
0o (Parallel)	8'	20'	12'	22'
45o	16'	12'	15'	22'
60o	18'	10'	20'	22'
90o (Perpendicular)	18'	9'	27'	27'

All maneuvering aisles shall be off-street. When five (5) or more spaces are required, maneuvering aisles and all required parking spaces shall be provided off-street and on-site. When four (4) or fewer spaces are required, the requirement for off-street parking shall be waived if the property has sufficient street frontage to provide for the number of waived spaces; except that off-street parking required for dwelling units, additional quarters and guest houses shall not be waived. When off-street parking of four (4) or fewer spaces is provided, maneuvering aisles shall be provided. Maneuvering aisles shall not be required for off-street parking required for dwelling units, additional quarters and guest houses when four (4) or fewer spaces are required. Maneuvering aisles shall be required for off-street parking required for dwelling units, guest houses and additional quarters when five (5) or more spaces are required. All spaces shall have unimpeded access. Where parking rows opposite each other are of different angles and share the same maneuvering aisle, the greater of two (2) required widths shall be used.

All spaces along property lines shall have a minimum six (6") inch by six (6") inch raised curb or equivalent barrier precluding entry from other property or from streets not used for maneuvering.

- (2) **Loading spaces.** The following shall be the minimum loading space design standards:

Use	Width	Depth	Clearance Height
Commercial	10'	35'	14'
Industrial	10'	50'	14'

Exits from loading spaces onto streets shall not be made by backing, and entries to loading spaces shall not be made by maneuvering in the traveled way of the street.

- (3) **Boat ramps.** Boat ramp parking spaces shall be thirty-five (35') feet long.  
(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-759, eff. August 1, 1991)

**Sec. 9-2.414.5 Porches and stoops.**

- (a) **Porch and stoop conversion.** Porches and stoops may be converted to other uses only if they meet the yard requirements of the zone in which the porch or stoop is located.
- (b) **Porch and stoop yards.**
- (1) Porches and stoops shall be located not closer than forty (40') feet from the center line of the street or ten (10') feet from the front line, whichever is greater, except as set forth below.
  - (2) Porches and stoops need not be setback further than the minimum front yard for the zone in which they are located.
  - (3) Where the front yard adjoins a Class 7 road, porches and stoops shall be no closer than thirty-five (35') feet from the center line of the street or ten (10') feet from the front line, whichever is greater.
  - (4) Where the front yard adjoins a Class 8 road, porches and stoops shall be no closer than thirty (30') feet from the center line of the street or ten (10') feet from the front line, whichever is greater.
  - (5) Where the front yard adjoins a Class 9 or 10 road with a projected traffic volume of 400 ADT or less, determined as set forth in 9-4.703 of Article 7 of Chapter 4 of this Title, porches and stoops shall be no closer than thirty (30') feet from the center line of the street or ten (10') feet from the front line, whichever is greater.
- (c) In no case shall the roof of a porch shed onto the road right-of-way.  
(Exh. A, § 12, Ord. 96-873, eff. October 31, 1996; as amended by Exh. A, § 4 of Ord. 99-915, eff. June 3, 1999)



**Sec. 9-2.415. Public utility facilities.**

Underground public utility facilities shall be permitted in all zones except the Open Space Zone (OS).

The provisions of this chapter shall not apply to public utility transmission and distribution lines, towers, and poles, except that the routes of all proposed overhead transmission lines shall be submitted to the Commission for recommendation and approval prior to the acquisition of rights-of-way therefore.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.416. Signs.**

(a) ***General applications.***

(1) ***Area.***

- (i) The face area of a sign attached flush to a building or fence shall be that area within the boundary of a simple plane which encompasses all characters and intervening voids.
- (ii) The face area of a freestanding sign or a sign projecting at an angle from a building shall be the total area of the sign structure.
- (iii) The total face area of a sign with two (2) parallel faces shall be that of one face.

(2) ***Height.*** A sign shall not exceed the maximum building height for the zone in which it is located.

(3) ***Maintenance.*** All signs shall be maintained in a safe and readable condition and shall advertise a valid operating activity, which shall include seasonal activities. A sign shall be considered unreadable when twenty (20%) percent or more of the face is removed or indistinguishable. Any sign for which the owner receives a notice from the Planning Director that such sign is in an unsafe or unreadable condition or is advertising a nonfunctioning activity shall be brought into conformity with the provisions of this chapter and the terms of such notice within thirty (30) days after the receipt of such notice or shall be removed.

(4) ***Exemptions.*** The following signs shall not be subject to the provisions of this chapter:

- (i) Signs which are not visible from off the property;
- (ii) Window displays;
- (iii) Official notices issued by a court, public body, or officer;
- (iv) Directional, warning, or information signs or structures required or authorized by law or by Federal, State, County, or City authority; and
- (v) Support structures for nameplates.

(5) ***Prohibitions.*** No moving or noise-making device, flag, or any moving or flashing light, except time and temperature signs, shall be used for advertising, attracting attention to a sign or business, or as a promotional sign, except that flags may be used as promotional signs. Off-premises business or advertising signs shall not be permitted in any zone.

(b) ***Specific applications.***

(1) ***Business signs:***

- (i) Shall be subject to the requirements of the zones in which they are permitted;

- (ii) The building front by which the permitted sign area is determined shall be the area encompassed by the visual perimeter of that plane parallel to the street onto which the visible surface of the building can be projected;
  - (iii) The permitted signage may be attached to the building, freestanding or both, and shall be located on the building frontage from which the sign area was calculated or in the yard of such street; and
  - (iv) Shall require the approval of the Planning Director or his representative.
- (2) ***Community identification signs:***
  - (i) Shall be permitted subject to the issuance of a special use permit in all zones except the Open Space Zone (OS) and Timberland Production Zone (TPZ); and
  - (ii) Shall not exceed 200 square feet; and
  - (iii) May include identification of services provided in a generic manner or by name. Such identification shall not exceed 33% of the total sign area; and
  - (iv) Shall be consistent with the character and aesthetics of the area in which located.
- (3) ***Community organization signs:***
  - (i) Shall be permitted subject to the issuance of a special use permit in all zones except the Open Space Zone (OS) and Timberland Production Zone (TPZ); and
  - (ii) Shall be limited in number to no more than four (4) per town or community.
- (4) ***Construction signs:***
  - (i) One shall be permitted on any property for which a building permit has been issued;
  - (ii) Shall not exceed an area of thirty-two (32) square feet;
  - (iii) Shall be removed upon the issuance of a certificate of occupancy by the Building Official; and
  - (iv) Shall require the approval of the Planning Director or his representative.
- (5) ***Home business and industry signs:***
  - (i) One shall be permitted for each permitted home business or home industry; and
  - (ii) Shall not exceed an area of six (6) square feet.
- (6) ***Nameplates:***
  - (i) One shall be permitted for each permitted dwelling unit; and
  - (ii) Shall not exceed an area of six (6) square feet.
- (7) ***Promotional signs:***
  - (i) Shall be permitted on the site of the special event; off-site, except for business special events; on or in windows; and on permanent bulletin boards;
  - (ii) Shall be in place for no more than thirty (30) days; and
  - (iii) The use of flags for business special events shall be limited to thirty (30) days in any one season of the year, the seasons being spring (March, April and May), summer (June, July and August), fall (September, October and November), and winter (December, January and February); provided, however, a minimum of one week shall transpire between seasonal use.
- (8) ***Real Estate signs:***
  - (i) Shall be permitted on a property for sale, lease, or rent; and
  - (ii) Each shall not exceed an area of six (6) square feet.
- (9) ***Subdivision signs:***

- (i) Two (2) shall be permitted within any subdivision;
- (ii) The aggregate area of the signs shall not exceed 200 square feet;
- (iii) Shall be removed when the original sales program has resulted in the sale of ninety (90%) percent of the lots within the subdivision; and
- (iv) Shall require the approval of the Planning Director or his representative.
- (v) Shall be permitted, subject to issuance of a special use permit, outside the subdivision if the subdivision does not contain or abut a County road or State highway. The signs shall be permitted where the road which provides access to the subdivision from a County road or State highway by the shortest surface distance intersects with the County road or State highway, shall be within the easement for that road and outside the right-of-way of the County road or State highway, and shall be consistent with character and aesthetics of the area in which located.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 93-817, eff. November 11, 1993, as amended by § 1, Ord. 02-969, eff. June 13, 2002)

#### **Sec. 9-2.417. Temporary occupancy.**

- (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 (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 manufactured home installation permit.
- (b) **Construction offices and equipment storage.** Temporary structures, recreational vehicles, commercial coaches or manufactured homes may be used for construction offices and equipment storage for the duration of the construction.
- (c) **Emergency services.** Temporary occupancies, recreational vehicles, commercial coaches or manufactured homes may be used for the provision of emergency services for the duration of the emergency.
- (d) **Real estate offices.** Temporary occupancies, commercial coaches, manufactured homes, garages, or model homes may be used as real estate offices within a subdivision in any residential land use zone for the purpose of selling the lots of such subdivision provided such use is discontinued when the original sales program has resulted in the sale of ninety (90%) percent of the lots in the subdivision and that no more than one temporary real estate office is allowed per subdivision.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended § 1, Ord. 89-719, eff. November 2, 1989; and § 1, Ord. 91-750, eff. April 4, 1991; and Exh. A, § 4, Ord. 99-924, eff. November 11, 1999)

#### **Sec. 9-2.418. Timber harvesting.**

Commercial timber harvesting shall be permitted in all zones except the Open Space Zone (OS) subject to the requirements of the Forest Practices Act and any ordinance adopted by the County for the protection of the public health, safety, and general welfare of the community.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.419. Yards.**

**These yard requirements are applicable to all properties located within the State Responsibility Area as shown on the latest version of the California Department of Forestry and Fire Protection Fire and Resource Assessment Program (FRAP) Map.**

**Yard requirements for properties located within a Local Responsibility Area as shown on the latest version of the California Department of Forestry and Fire Protection Fire and Resource Assessment Program (FRAP) Map shall be as provided by the applicable zoning district.**

**The following requirements pertain to building permit applications for new buildings and accessory buildings approved after the effective date of this ordinance. (California Code of Regulations, Title 14, 1270.02)**

- (a) Yard requirements for parcels of one acre or more shall be:
  - (1) The minimum front yard requirement shall be not less than required in the applicable zone and Section 9-2-408, Garages and carports, and Section 9-2-414.5, Porches and stoops, of this Article; but in no case shall the minimum front yard requirement be less than thirty (30') feet from the center line of the street; and
  - (2) The minimum side and rear yard requirements shall be at least thirty (30') feet **from property lines, or, if any of the following are met, shall be as provided by the applicable zoning district: (California Code of Regulations, Title 14, Section 1276.01)**
  - (3) Structures built prior to the effective date of this ordinance may be expanded without being subject to the above limitations on setbacks if:
    - (i) The expansion or addition does not expand the existing building footprint any further into the thirty (30') foot setback; and
    - (ii) The expansion or addition is in compliance with the setback standard imposed by the applicable zoning district.
  - (4) A detached accessory building may be located within the 30-foot setback when it is constructed using non-combustible or fire resistant materials, meeting the standards of Sections 704A and 705A Ignition-Resistant Construction, Materials and Construction Methods for Exterior Wildfire Exposure, 2013 California Building Code and is located not closer than 20 feet to another building.
  - (5) The minimum side and rear yard requirements may be reduced to the standard setback for the zone if an exception is granted by the California Department of Forestry and Fire Protection. This exception shall be subject to review and approval by the Planning Director.
- (b) **For parcels less than one acre in size, the County shall provide for the "same practical effect" as defined in Section 9-4.348.** Yard requirements for parcels of less than one acre shall be:
  - (1) The minimum front yard requirement shall be not less than required in the applicable zone and Section 9-2.408, Garages and carports, and Section 9-2.414.5, Porches and stoops, of this Article; but in no case shall the minimum front yard requirement be less than thirty (30') feet from the center line of the street; and
  - (2) **Methods of achieving the same practical effect are listed below.** The minimum



side and rear yard shall be thirty (30') feet, or, if any of the following are met, **shall be as** provided by the applicable zoning district:

- (i) The building is proposed to be built on a property located within a district that provides structural fire protection and that has an ISO class of 9 or better and the property meets all applicable conditions of that district for provision of structural fire protection by the district; or
- (ii) The construction is for commercial or industrial use consisting of commercial or industrial occupancies meeting the construction standards of the California Building Code; or
- (iii) For all buildings and accessory buildings within thirty (30') feet of the side or rear property lines, all exterior building materials meet the standards of Section 704A and Section 705A Roofing, Ignition-Resistant Construction, Materials and Construction Methods for Exterior Wildfire Exposure, 2013 California Building Code; or
- (iv) The property owner has the right, through easement or similar entitlement, to meet on adjoining property the minimum thirty (30') clearance standards of Public Resources Code Section 4290 and 4291; or
- (v) The side or rear property line is contiguous to a street that provides an area that meets the minimum thirty (30') foot clearance standards of Public Resources Code Section 4290 and 4291; or
- (vi) The side or rear property line is contiguous to a stream, lake, other body of water or wetland that provides an area that meets the minimum thirty (30') foot clearance standards of Public Resources Code Section 4290 and 4291; or
- (v) An exception granted under Sections 9-2.702 (Planned Development Permits), 9-2.802 (Variances), 9-3.205 (Administration-Modifications), 9-4.202 (Modifications), or 9-9.202 (Exceptions) that provides same overall practical effect as the section from which it is granted. Exceptions granted shall be forwarded to the California Department of Forestry and Fire Protection Unit Headquarters. (California Code of Regulations, Title 14, 1270.07)

**Article 13. Single-Family Residential Zones  
(2-R, 3-R, 7-R)**

**Sec. 9-2.1301. Purpose (2-R, 3-R, 7-R).**

The purpose of the Single-Family Residential Zones (2-R, 3-R, 7-R) is to provide for dwelling units in prime opportunity single-family residential areas with provisions for compatible uses. (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1302. Uses (2-R, 3-R, 7-R).**

- (a) The following uses shall be permitted in the Single-Family Residential Zones (2-R, 3-R, 7-R):
  - (1) One dwelling unit; one guest house; and one additional detached dwelling unit on any parcel of twice or more the minimum lot area; and
  - (2) Child day care homes, limited child day care homes, limited residential alcohol and drug recovery facilities, limited residential community care facilities, limited home businesses, and bed and breakfast inns.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Alcohol and drug recovery facilities, child day care facilities, community care facilities, 4-H and FFA animal projects, home businesses, parks, places of assembly, public utility facilities, public service facilities, and schools.
- (c) The following uses shall be permitted subject to the issuance of a planned development permit:
  - (1) Dwelling units and manufactured homes, including those in recreation oriented residential developments, at the ratio of up to one dwelling unit or manufactured home for each unit of minimum lot area within the area of the parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 9, Ord. 86-623, eff. February 6, 1986; and § 4, Ord. 89-716, eff. October 5, 1989; and § 1, Ord. 92-787, eff. July 16, 1992; and § 2, Ord. 93-817, eff. November 11, 1993; and Exh. A, § 6, Ord. 99-924, eff. November 11, 1999; and § 1, Ord. 05-1022, eff. Mar. 3, 2005, and § 2, Ord. 07-1061, eff. December 6, 2007)

**Sec. 9-2.1303. Height (2-R, 3-R, 7-R).**

No structure in the Single-Family Residential Zones (2-R, 3-R, 7-R) shall exceed thirty-five (35') feet in height.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1304. Area, width, and coverage (2-R, 3-R, 7-R).**

- (a) The minimum net lot area in the Single-Family Residential Zones (2-R, 3-R, 7-R) shall be as follows:
    - (1) 2-R, one-half (1/2) acre;
    - (2) 3-R, one-third (1/3) acre; and
    - (3) 7-R, one-seventh (1/7) acre.
  - (b) The minimum width shall be sixty (60') feet.
  - (c) The maximum building coverage shall not exceed fifty (50%) percent of the lot area.
- (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1305. Yards (2-R, 3-R, 7-R).**

The minimum yard requirements in the Single-Family Residential Zones (2-R, 3-R, 7-R) shall be as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):

- (a) Front yards: Twenty (20') feet; and
- (b) Side and rear yards: Five (5') feet per story.

**Sec. 9-2.1306. Parking and loading (2-R, 3-R, 7-R).**

Parking and loading in the Single-Family Residential Zones (2-R, 3-R, 7-R) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1307. Signs (2-R, 3-R, 7-R).**

Signs in the Single-Family Residential Zones (2-R, 3-R, 7-R) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).

(§ 3, Ord. 84-593, eff. January 3, 1985)

## **Article 14. Multiple-Family Residential Zone (M-R)**

### **Sec. 9-2.1401. Purpose (M-R).**

The purpose of the Multiple-Family Residential Zone (M-R) is to provide for dwelling units in multiple-family residential areas with provisions for compatible uses.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.1402. Uses (M-R).**

- (a) The following uses shall be permitted in the Multiple-Family Residential Zone (M-R):
  - (1) Dwelling units and manufactured homes, excluding additional quarters, at the ratio of up to one dwelling unit or manufactured home for each 1/21.8 acre of lot area; and
  - (2) Child day care homes, limited child day care homes, limited residential alcohol and drug recovery facilities, limited residential community care facilities, limited home business, one- or two-person business offices, and one- or two-person personal services.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Alcohol and drug recovery facilities, bed and breakfast inns, child day care facilities, community care facilities, 4-H and FFA animal projects, health services, home businesses, limited administrative offices, lodging facilities, parking lots, places of assembly, public utility facilities, public service facilities, recreation facilities, rooming facilities, and schools.

(§ 3, Ord. 84-593, eff. January 3, 1985; as amended by § 10, Ord. 86-623, eff. February 6, 1986; and § 2, Ord. 89-713, eff. July 13, 1989; and § 3, Ord. 89-716, eff. October 5, 1989; and § 1, Ord. 89-719, eff. November 2, 1989; and § 1, Ord. 91-759, eff. August 1, 1991; and § 1, Ord. 92-787, eff. July 16, 1992; and § 3, Ord. 93-817, eff. November 11, 1993; and Exh. A, § 7, Ord. 99-924, eff. November 11, 1999, and § 2, Ord. 07-1061, eff. December 6, 2007)

### **Sec. 9-2.1403. Height (M-R).**

No structure in the Multiple-Family Residential Zone (M-R) shall exceed thirty-five (35') feet in height.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.1404. Area, width, and coverage (M-R).**

- (a) The minimum net lot area in the Multiple-Family Residential Zone (M-R) shall be 6,000 square feet.
  - (b) The minimum width shall be sixty (60') feet.
  - (c) The maximum building coverage shall not exceed fifty (50%) percent of the lot area.
- (§ 3, Ord. 84-593, eff. January 3, 1985)



**Sec. 9-2.1405. Yards (M-R).**

The minimum yard requirements in the Multiple-Family Residential Zone (M-R) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: None (0') feet and;
- (b) Side and rear yards: Five (5') feet per story.

**Sec. 9-2.1406. Parking and loading (M-R).**

Parking and loading in the Multiple-Family Residential Zone (M-R) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1407. Signs (M-R).**

- (a) Signs in the Multiple-Family Residential Zone (M-R) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
- (b) Business signs shall not exceed a total area of twenty-four (24) square feet for each street frontage.

(§ 3, Ord. 84-593, eff. January 3, 1985)

## Article 15. Suburban Zone (S-1)

### Sec. 9-2.1501. Purpose (S-1).

The purpose of the Suburban Zone (S-1) is to provide for dwelling units at the ratio of one to three (3) acres per dwelling unit with provisions for compatible uses.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### Sec. 9-2.1502. Uses (S-1).

(a) The following uses shall be permitted in the Suburban Zone (S-1):

- (1) One dwelling unit; one guest house; and one additional detached dwelling unit on any parcel of twice or more the minimum lot area; and
- (2) Child day care homes, limited child day care homes, limited residential alcohol and drug recovery facilities, limited residential community care facilities, home businesses, small animal husbandry, and horticulture.

(b) The following uses shall be permitted subject to the issuance of a special use permit:

- (1) Alcohol and drug recovery facilities, bed and breakfast inns, child day care facilities, community care facilities, 4-H breeding projects and FFA animal projects, nurseries, places of assembly, public utility facilities, public service facilities, recreation facilities, and schools.

(c) The following uses shall be permitted subject to the issuance of a planned development permit:

- (1) Dwelling units and manufactured homes, including those in recreation oriented residential developments, at the ratio of up to one dwelling unit or manufactured home for each unit of minimum lot area within the area of the parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 11, Ord. 86-623, eff. February 6, 1986; and § 2, Ord. 89-716, eff. October 5, 1989; and § 1, Ord. 92-787, eff. July 16, 1992; and § 4, Ord. 93-817, eff. November 11, 1993; and Exh. A, § 8, Ord. 99-924, eff. November 11, 1999; and § 2, Ord. 00-932, eff. June 8, 2000, and § 2, Ord. 07-1061, eff. December 6, 2007)

### Sec. 9-2.1503. Height (S-1).

No structure in the Suburban Zone (S-1) shall exceed thirty-five (35') feet in height.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### Sec. 9-2.1504. Area and width (S-1).

(a) The minimum net lot area in the Suburban Zone (S-1) shall be one acre.

(b) The minimum width shall be 120 feet. (§ 3, Ord. 84-593, eff. January 3, 1985)

### Sec. 9-2.1505. Yards (S-1).

The minimum yard requirements in the Suburban Zone (S-1) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: Twenty (20') feet; and
- (b) Side and rear yards: Five (5') feet per story.

### Sec. 9-2.1506. Parking and loading (S-1).

Parking and loading in the Suburban Zone (S-1) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1507. Signs (S-1).**

Signs in the Suburban Zone (S-1) shall be as permitted by Section 92.416 of Article 4 of this chapter (General Requirement: Signs)  
(§ 3, Ord. 84-593, eff. January 3, 1985)

## **Article 16. Secondary Suburban Zone (S-3)**

### **Sec. 9-2.1601. Purpose (S-3).**

The purpose of the Secondary Suburban Zone (S-3) is to provide for dwelling units at the ratio of three (3) to ten (10) acres per dwelling unit with provisions for compatible uses.  
(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.1602. Uses (S-3).**

- (a) The following uses shall be permitted in the Secondary Suburban Zone (S-3):
  - (1) One dwelling unit; one guest house; and one additional dwelling unit on any parcel of twice or more the minimum lot area; and
  - (2) Child day care homes, limited child day care homes, limited residential alcohol and drug recovery facilities, limited residential community care facilities, small animal husbandry, large animal husbandry, horticulture, home businesses, and veterinary services.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Alcohol and drug recovery facilities, bed and breakfast inns, child day care facilities, community care facilities, places of assembly, public utility facilities, public service facilities, recreation facilities, and schools; and
  - (2) Home industry, nurseries, and animal breeding and boarding.
- (c) The following uses shall be permitted subject to the issuance of a planned development permit:
  - (1) Dwelling units and manufactured homes, including those in recreation-oriented residential developments, at the ratio of up to one dwelling unit or manufactured home for each unit of minimum lot area within the area of the parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985; as amended by § 12, Ord. 86-623, eff. February 6, 1986; and § 2, Ord. 89-716, eff. October 5, 1989; and § 1, Ord. 92-787, eff. July 16, 1992; and § 3, Ord. 92-800, eff. January 21, 1993; and Exh. A, § 9, Ord. 99-924, eff. November 11, 1999; and § 2, Ord. 00-932, eff. June 8, 2000, and § 2, Ord. 07-1061, eff. December 6, 2007)

### **Sec. 9-2.1603. Height (S-3).**

No structure in the Secondary Suburban Zone (S-3) shall exceed thirty-five (35') feet in height.  
(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.1604. Area and width (S-3).**

- (a) The minimum gross lot area in the Secondary Suburban Zone (S-3) shall be three (3) acres.
  - (b) The minimum width shall be 150 feet.
- (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1605. Yards (S-3).**

The minimum yard requirements in the Secondary Suburban Zone (S-3) shall be as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):

- (a) Front yards: Twenty (20') feet; and
- (b) Side and rear yards: Five (5') feet per story.

**Sec. 9-2.1606. Parking and loading (S-3).**

Parking and loading in the Secondary Suburban Zone (S-3) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1607. Signs (S-3).**

Signs in the Secondary Suburban Zone (S-3) shall be as permitted by Section 92.416 of Article 4 of this chapter (General Requirement: Signs).

(§ 3, Ord. 84-593, eff. January 3, 1985)

## **Article 17. Rural Zone (R-10)**

### **Sec. 9-2.1701. Purpose (R-10)**

The purpose of the Rural Zone (R-10) is to provide for dwelling units at the ratio of ten (10) to twenty (20) acres per dwelling unit with provisions for compatible uses.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.1702. Uses (R-10)**

- (a) The following uses shall be permitted in the Rural Zone (R-10):
  - (1) One dwelling unit; one guest house; and one additional dwelling unit on any parcel of twice or more the minimum lot area, any of which may be alternative housing;
  - (2) Child day care homes, limited child day care homes, limited residential alcohol and drug recovery facility, limited residential community care facilities, small animal husbandry, large animal husbandry, home businesses, and horticulture; and
  - (3) Wildlife management, kennels, and veterinary services.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Alcohol and drug recovery facility, bed and breakfast inns, child day care facilities, community care facilities, places of assembly, public utility facilities, public service facilities, recreation facilities, and schools; and
  - (2) Home industry, commercial animal husbandry, agricultural auction yards, limited electric generation, mining, nurseries, shooting ranges, animal breeding and boarding, and hunting clubs.
- (c) The following uses shall be permitted subject to the issuance of a planned development permit:
  - (1) Dwelling units and manufactured homes, including those in recreation oriented residential developments, at the ratio of up to one dwelling unit or manufactured home for each unit of minimum lot area within the area of the parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985; as amended by § 13, Ord. 86-623, eff. February 6, 1986; and § 2, Ord. 89-716, eff. October 5, 1989; and § 1, Ord. 92-787, eff. July 16, 1992; and Exh. A, § 10, Ord. 99-924, eff. November 11, 1999; and § 2, Ord. 00-932, eff. June 8, 2000, and § 2, Ord. 07-1061, eff. December 6, 2007)

### **Sec. 9-2.1703. Height (R-10)**

No structure in the Rural Zone (R-10) shall exceed thirty-five (35') feet in height.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.1704. Area and width (R-10).**

- (a) The minimum gross lot area in the Rural Zone (R-10) shall be ten (10) acres.
  - (b) The minimum width shall be 300 feet.
- (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1705. Yards (R-10).**

The minimum yard requirements in the Rural Zone (R-10) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: Twenty (20') feet; and
- (b) Side and rear yards: Five (5') feet per story.

**Sec. 9-2.1706. Parking and loading (R-10).**

Parking and loading in the Rural Zone (R-10) shall be required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1707. Signs (R-10).**

Signs in the Rural Zone (R-10) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).

(§ 3, Ord. 84-593, eff. January 3, 1985)

## **Article 18. Rural Zone (R-20)**

### **Sec. 9-2.1801. Purpose (R-20).**

The purpose of the Rural Zone (R-20) is to provide for dwelling units at the ratio of twenty (20) acres per dwelling unit with provisions for compatible uses.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.1802. Uses (R-20).**

(a) The following uses shall be permitted in the Rural Zone (R-20):

- (1) One dwelling unit; one guest house; and one additional dwelling unit on any parcel of twice or more the minimum lot area, any of which may be alternative housing;
- (2) Child day care homes, limited child day care homes, limited residential alcohol and drug recovery facilities, limited residential community care facilities, small animal husbandry, large animal husbandry, home businesses, and horticulture; and
- (3) Wildlife management, kennels, and veterinary services.

(b) The following uses shall be permitted subject to the issuance of a special use permit:

- (1) Alcohol and drug recovery facilities, bed and breakfast inns, child day care facilities, community care facilities, places of assembly, public utility facilities, public service facilities, recreation facilities, and schools; and
- (2) Home industry, commercial animal husbandry, agricultural auction yards, limited electric generation, mining, nurseries, shooting ranges, animal breeding and boarding, and hunting clubs.

(c) The following uses shall be permitted subject to the issuance of a planned development permit:

- (1) Dwelling units and manufactured homes, including those in recreation oriented residential developments, at the ratio of up to one dwelling unit or manufactured home for each unit of minimum lot area within the area of the parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985; as amended by § 14, Ord. 86-623, eff. February 6, 1986; and § 2, Ord. 89-716, eff. October 5, 1989; and § 1, Ord. 92-787, eff. July 16, 1992; and Exh. A, § 11, Ord. 99-924, eff. November 11, 1999; and § 2, Ord. 00-932, eff. June 8, 2000, and § 2, Ord. 07-1061, eff. December 6, 2007)

### **Sec. 9-2.1803. Height (R-20).**

No structure in the Rural Zone (R-20) shall exceed thirty-five (35') feet in height.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.1804. Area and width (R-20).**

(a) The minimum gross lot area in the Rural Zone (R-20) shall be twenty (20) acres.

(b) The minimum width shall be 300 feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)



**Sec. 9-2.1805. Yards (R-20).**

The minimum yard requirements in the Rural Zone (R-20) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: twenty (20') feet; and
- (b) Side and rear yards: five (5') feet per story.

**Sec. 9-2.1806. Parking and loading (R-20).**

Parking and loading in the Rural Zone (R-20) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.1807. Signs (R-20).**

Signs in the Rural Zone (R-20) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).

(§ 3, Ord. 84-593, eff. January 3, 1985)

## Article 19. Core Commercial Zone (C-1)

### Sec. 9-2.1901. Purpose (C-1).

The purpose of the Core Commercial Zone (C-1) is to provide for primarily pedestrian-oriented commercial uses near dense residential areas.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### Sec. 9-2.1902. Uses (C-1).

- (a) The following uses shall be permitted in the Core Commercial Zone (C-1):
  - (1) Business offices, child day care homes, limited child day care homes, child day care facilities, personal services, retail stores, taverns, restaurants, and parking lots.
  - (2) Lodging on the second floor if the entire first floor is in commercial use.
  - (3) One dwelling unit where the residential uses does not exceed the floor area of the commercial use; and
  - (4) Dwelling units on the second floor if the entire first floor is in commercial use.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Alcohol and drug recovery facilities, limited electric generation, gas stations, health service, mining, places of assembly, postal services, public service facilities, public utility facilities, recreation facilities, schools, and community care facilities.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 15, Ord. 86-623, eff. February 6, 1986, and § 1, Ord. 89-719, eff. November 2, 1989, and § 1, Urgency Ord. 91-757, eff. July 18, 1991, and § 1, Ord. 91-759, eff. August 1, 1991, and § 1, Ord. 94-836, eff. July 14, 1994, and § 1, Ord. 05-1031, eff. Sept. 8, 2005, and § 2, Ord. 07-1061, eff. December 6, 2007)

### Sec. 9-2.1903. Height (C-1).

No structure in the Core Commercial Zone (C-1) shall exceed thirty-five (35') feet in height.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### Sec. 9-2.1904. Area (C-1).

The minimum net lot area in the Core Commercial Zone (C-1) shall be 2,000 square feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### Sec. 9-2.1905. Yards (C-1).

The minimum yard requirements in the Core Commercial Zone (C-1) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: None and
- (b) Side and rear yards: None, except ten (10') feet for yards adjacent to a residentially zoned parcel.

**Sec. 9-2.1906. Parking and loading (C-1).**

- (a) **Commercial uses.** There shall be no off-street parking or loading requirements for commercial uses in the Core Commercial Zone (C-1).
- (b) **Residential and Lodging uses.** Parking and loading for residential and lodging uses shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by §2, Ord. 05-1031, eff. Sept. 8, 2005)

**Sec. 9-2.1907. Signs (C-1).**

- (a) Signs in the Core Commercial Zone (C-1) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
- (b) Business signs shall not exceed ten (10%) percent of the building front square footage nor 200 square feet, whichever is less, for each frontage treated separately, except that every frontage shall be allowed at least sixteen (16) square feet, and every business activity shall be allowed four (4) square feet of signage.

(§ 3, Ord. 84-593, eff. January 3, 1985)

## **Article 20. Periphery Commercial Zone (C-2)**

### **Sec. 9-2.2001. Purpose (C-2).**

The purpose of the Periphery Commercial Zone (C-2) is to provide for major commercial uses near large population centers with provisions for adequate access and parking.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2002. Uses (C-2).**

- (a) The following uses shall be permitted in the Periphery Commercial Zone (C-2):
  - (1) Building Supply, business offices, child day care homes, limited child day care homes, child day care facilities, gas stations, health services, heavy equipment sales, heavy equipment services, lodging facilities, personal services, places of assembly, postal services, prefabricated building sales, recreation facilities, restaurants, retail stores, self-service facilities, taverns, vehicle sales, vehicle services, wholesale commercial supply, and parking lots;
  - (2) One dwelling unit where the residential use does not exceed the floor area of the commercial use or one dwelling unit on the rear fifty (50%) percent of the parcel; and
  - (3) Dwelling units on the second floor if the entire first floor is in commercial use.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Alcohol and drug recovery facilities, animal breeding and boarding, camp grounds, community care facilities, limited electric generation, mining, public service facilities, public utility facilities, recycling facilities, schools, indoor shooting ranges, storage, transport stations, undertaking, used goods sales, veterinary services, warehousing, and wholesaling; and
  - (2) Assembly, manufacturing, and processing which are based upon materials which are already in processed form.
- (c) The following uses shall be permitted subject to the issuance of a planned development permit:
  - (1) Dwelling units on the rear fifty (50%) percent of the parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 16, Ord. 86-623, eff. February 6, 1986, and § 1, Ord. 89-719 eff. November 2, 1989, and S 1, Urgency Ord. 91-757, eff. July 18, 1991, and § 1, Ord. 91-759, eff. August 1, 1991, and § 2, Ord. 94-832, eff. June 9, 1994, and § 2, Ord. 07-1061, eff. December 6, 2007)

### **Sec. 9-2.2003. Height (C-2).**

No structure in the Periphery Commercial Zone (C-2) shall exceed forty (40') feet in height, except for dwelling units, which shall not exceed thirty-five (35') feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2004. Area, width, and coverage (C-2).**

- (a) The minimum net lot area in the Periphery Commercial Zone (C-2) shall be 2,000 square feet.
  - (b) The minimum width shall be sixty (60') feet.
  - (c) The maximum building coverage shall not exceed seventy (70%) percent of the lot area.
- (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2005. Yards (C-2).**

The minimum yard requirements in the Periphery Commercial Zone (C-2) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: None, except ten (10') feet for yards adjacent to a residentially zoned parcel; and
- (b) Side and rear yards: None, except ten (10') feet for yards adjacent to a residentially zoned parcel.

**Sec. 9-2.2006. Landscaping (C-2).**

Landscaping in the Periphery Commercial Zone (C-2) shall be as required by Section 9-2.410 of Article 4 of this article (General Requirements: Landscaping).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2007. Parking and loading (C-2).**

Parking and loading in the Periphery Commercial Zone (C-2) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2008. Signs (C-2).**

- (a) Signs in the Periphery Commercial Zone (C-2) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
- (b) Business signs shall be permitted, the total face area of which does not exceed ten (10%) percent of the building front square footage nor 200 square feet, whichever is less, for each street frontage treated separately, except that each frontage shall be allowed at least thirty-two (32) square feet.
- (c) Subject to the issuance of a special use permit, one additional self-supporting sign structure shall be permitted with a total face area not to exceed 200 square feet.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 16, Ord. 86-623, eff. February 6, 1986)

## **Article 21. Convenience Commercial Zone (C-3)**

### **Sec. 9-2.2101. Purpose (C-3).**

The purpose of the Convenience Commercial Zone (C-3) is to provide for commercial uses serving small population centers, highway-oriented commercial uses, commercial-recreation developments, and commercial uses as an integral part of residential developments.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2102. Uses (C-3).**

(a) The following uses shall be permitted in the Convenience Commercial Zone (C-3):

- (1) Building supply, business offices, child day care homes, limited child day care homes, child day care facilities, gas stations, heavy equipment services, farm supply sales, health services, Laundromats™, lodging facilities, personal services, places of assembly, limited recycling facilities, postal services, recreation facilities, restaurants, retail stores, taverns, parking lots, and vehicle services.
- (2) One dwelling unit where the residential use does not exceed the floor area of the commercial use or one dwelling unit on the rear fifty (50%) percent of the parcel; and
- (3) Dwelling units on the second floor if the entire first floor is in commercial use.

(b) The following uses shall be permitted subject to the issuance of a special use permit:

- (1) Alcohol and drug recovery facility, animal breeding and boarding, camp grounds, community care facilities, limited electric generation, mining, public service facilities, public utility facilities, schools, storage, used goods sales, veterinary services, and transport stations.

(§ 3, Ord. 84-593, eff. January 3, 1985; as amended by § 17, Ord. 86-623, eff. February 6, 1986; § 1, Ord. 89-719, eff. November 2, 1989; § 1, Urgency Ord. 91-757, eff. July 18, 1991; § 1, Ord. 91-759, eff. August 1, 1991; § 2, Ord. 94-832, eff. June 9, 1994, and Exh. A, § 5, Ord. 99-915, eff. June 3, 1999, and § 2, Ord. 07-1061, eff. December 6, 2007)

### **Sec. 9-2.2103. Height (C-3).**

No structure in the Convenience Commercial Zone (C-3) shall exceed forty (40') feet in height, except for dwelling units, which shall not exceed thirty-five (35') feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2104. Area, width, and coverage (C-3).**

- (a) The minimum net lot area in the Convenience Commercial Zone (C3) shall be 8,500 square feet.
- (b) The minimum width shall be sixty (60') feet.
- (c) The maximum building coverage shall not exceed fifty (50%) percent of the lot area.

(§ 3, Ord. 84-593, eff. January 3, 1985)



**Sec. 9-2.2105. Yards (C-3).**

The minimum yard requirements in the Convenience Commercial Zone (C-3) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: None, except ten (10') feet when adjacent to a residentially zoned parcel; and
- (b) Side and rear yards: None, except ten (10') feet for yards adjacent to a residentially zoned parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1 Ord. 91-762, effective December 13, 1991; and § 10, Ord. 04-998, eff. Feb. 5, 2004)

**Sec. 9-2.2106. Parking and loading (C-3).**

Parking and loading in the Convenience Commercial Zone (C-3) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2107. Signs (C-3).**

- (a) Signs in the Convenience Commercial Zone (C-3) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
- (b) Business signs shall be permitted, the total face area of which does not exceed ten (10%) percent of the building front square footage nor 200 square feet, whichever is less, for each street frontage treated separately, except that each frontage shall be allowed at least thirty-two (32) square feet.
- (c) Subject to the issuance of a special use permit, one additional self-supporting sign structure shall be permitted with a total face area not to exceed 100 square feet.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 17, Ord. 86-623, eff. February 6, 1986)

## **Article 22. Recreation Commercial Zone (R-C)**

### **Sec. 9-2.2201. Purpose (R-C).**

The purpose of the Recreation Commercial Zone (R-C) is to provide for commerce supportive of prime recreation sites and areas.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2202. Uses (R-C).**

- (a) The following uses shall be permitted in the Recreation Commercial Zone (R-C):
  - (1) Boat ramps, boat services, business offices, child day care homes, limited child day care homes, child day care facilities, gas stations, health services, Laundromats™, lodging facilities, marinas, personal services, places of assembly, postal services, limited recycling facilities, recreation facilities, resorts, restaurants, retail stores, and taverns;
  - (2) One dwelling unit where the residential use does not exceed the floor area of the commercial use or one dwelling unit on the rear fifty (50%) percent of the parcel; and
  - (3) Dwelling units on the second floor if the entire first floor is in commercial use.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Alcohol and drug recovery facilities, animal breeding and boarding, camp grounds, community care facilities, limited electric generation, mining, public service facilities, public utility facilities, recycling facilities, schools, veterinary services, wholesale commercial supply, parking lots, transport stations, and storage.
- (c) The following uses shall be permitted subject to the issuance of a planned development permit:
  - (1) Dwelling units on the rear fifty (50%) percent of the parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 18, Ord. 86-623, eff. February 6, 1986, and § 1, Ord. 89-719, eff. November 2, 1989, and § 1, Urgency Ord. 91-757, eff. July 18, 1991, and § 1, Ord 91-759, eff. August 1, 1991, and § 1, Ord. 2004-1001, eff. March 11, 2004, and § 2, Ord. 07-1061, eff. December 6, 2007)

### **Sec. 9-2.2203. Height (R-C).**

No structure in the Recreation Commercial Zone (R-C) shall exceed thirty-five (35') feet in height. (§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2204. Area, width, and coverage (R-C).**

- (a) The minimum net lot area in the Recreation Commercial Zone (R-C) shall be 8,500 square feet.
  - (b) The minimum width shall be sixty (60') feet.
  - (c) The maximum building coverage shall not exceed seventy (70%) percent of the lot area.
- (§ 3, Ord. 84-593, eff. January 3, 1985)



**Sec. 9-2.2205. Yards (R-C).**

The minimum yard requirements in the Recreation Commercial Zone (R-C) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: Twenty (20') feet; and
- (b) Side and rear yards: Five (5') feet, except ten (10') feet for yards adjacent to a residentially zoned parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-762, eff. December 13, 1991; and § 11, Ord. 04-998, eff. Feb. 5, 2004)

**Sec. 9-2.2206. Parking and loading (R-C).**

Parking and loading in the Recreation Commercial Zone (R-C) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2207. Signs (R-C).**

- (a) Signs in the Recreation Commercial Zone (R-C) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
- (b) Business signs shall be permitted, the total face area of which does not exceed ten (10%) percent of the building front square footage nor 200 square feet, whichever is less, for each street frontage treated separately, except that each frontage shall be allowed at least thirty-two (32) square feet.
- (c) Subject to the issuance of a special use permit, one additional self-supporting sign structure shall be permitted with a total face area not to exceed 200 square feet.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 18, Ord. 86-623, eff. February 6, 1986)

**Article 23. Recreation Zones**  
**(Rec-P, Rec-1, Rec-3, Rec-10, Rec-20)**

**Sec. 9-2.2301. Purpose (Rec).**

The purpose of the Recreation Zones (Rec-P, Rec-1, Rec-3, Rec-10, Rec-20) is to provide for the development of prime recreation sites with dwelling unit density compatible with the opportunity area in which the prime recreation site is located and to provide for multiple uses of prime recreation sites in a manner supportive of recreational uses.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2302. Uses (Rec).**

- (a) The following uses shall be permitted in the Recreation Zones (Rec-P, Rec-1, Rec-3, Rec-10, Rec-20):
  - (1) Boat ramps, boat services, camp grounds, lodging facilities, marinas, postal services, recreation facilities, and resorts;
  - (2) When in conjunction with and subordinate to a use permitted in subsection (1) of this subsection, business offices, child day care homes, limited child day care homes, child day care facilities, gas stations, health services, Laundromats™, personal services, places of assembly, limited recycling facilities, restaurants, retail stores, and taverns; and
  - (3) One dwelling unit or limited residential alcohol and drug recovery facility.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Alcohol and drug recovery facilities, community care facilities, mining, public service facilities, public utility facilities, recycling facilities, rooming facilities, and schools.
  - (2) In Rec-P, Rec-1 and Rec-3: Indoor shooting ranges.
  - (3) In Rec-10 and Rec-20: Limited electric generation and shooting ranges.
- (c) The following uses shall be permitted subject to the issuance of a planned development permit: dwelling units in recreation-oriented residential developments at the ratio of up to:
  - (1) Rec-P: Seven (7) per acre;
  - (2) Rec-1: One to three (1-3) acres per dwelling unit;
  - (3) Rec-3: Three to ten (3-10) acres per dwelling unit;
  - (4) Rec-10: Ten to twenty (10-20) acres per dwelling unit; and
  - (5) Rec-20: Twenty (20) acres per dwelling unit.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 19, Ord. 86-623, eff. February 6, 1986, and Ord. 86-643, eff. November 6, 1986, and § 1, Ord. 89-719, eff. November 2, 1989, and § 1, Urgency Ord. 91-757, eff. July 18, 1991, and § 1, Ord. 91-759, eff. August 1, 1991, and § 2, Ord. 07-1061, eff. December 6, 2007)

**Sec. 9-2.2303. Height (Rec).**

No structure in the Recreation Zones (Rec-P, Rec-1, Rec-3, Rec-10, Rec-20) shall exceed thirty-five (35') feet in height.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2304. Area, width, and coverage (Rec).**

- (a) The minimum lot areas in the Recreation Zones shall be as follows:
  - (1) The minimum net lot area in the Rec-P Zone shall be 8,500 square feet.
  - (2) The minimum net lot area in the Rec-1 Zone shall be one acre.
  - (3) The minimum gross lot area in the Rec-3 Zone shall be three (3) acres.
  - (4) The minimum gross lot area in the Rec-10 Zone shall be ten (10) acres.
  - (5) The minimum gross lot area in the Rec-20 Zone shall be twenty (20) acres.
- (b) The minimum widths in the Recreation Zones shall be as follows:
  - (1) The minimum width in the Rec-P Zone shall be sixty (60') feet.
  - (2) The minimum width in the Rec-1 Zone shall be 120 feet.
  - (3) The minimum width in the Rec-3 Zone shall be 150 feet.
  - (4) The minimum width in the Rec-10 Zone shall be 300 feet.
  - (5) The minimum width in the Rec-20 Zone shall be 300 feet.
- (c) The maximum building coverage in the Rec-P Zone shall not exceed fifty (50%) percent of the lot area.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by Exh. A, § 6, Ord. 99-915, eff. June 3, 1999)

**Sec. 9-2.2305. Yards (Rec).**

The minimum yard requirements in the Recreation Zones (Rec-P, Rec-1, Rec-3, Rec-10, Rec-20) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: Twenty (20') feet; and
- (b) Side and rear yards: Five (5') feet, except ten (10') feet for yards adjacent to a residentially zoned parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-762, eff. December 13, 1991; and § 12, Ord. 04-998, eff. Feb. 5, 2004)

**Sec. 9-2.2306. Parking and loading (Rec).**

Parking and loading in the Recreation Zones (Rec-P, Rec-1, Rec-3, Rec-10, Rec-20) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading). (§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2307. Signs (Rec).**

- (a) Signs in the Recreation Zones (Rec-P, Rec-1, Rec-3, Rec-10, Rec-20) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
- (b) Business signs shall be permitted, the total face of which does not exceed ten (10%) percent of the building front square footage nor 200 square feet, whichever is less, for each street frontage treated separately, except that every frontage shall be allowed at least thirty-two (32) square feet.
- (c) Subject to the issuance of a special use permit, one additional self-supporting sign structure shall be permitted with a total face area not to exceed 100 feet.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 19, Ord. 86-623, eff. February 6, 1986, and Ord. 86-643, eff. November 6, 1986)



## **Article 24. Recreation-Open Space Zone (Rec-OS)**

### **Sec. 9-2.2401. Purpose (Rec-OS).**

The purpose of the Recreation-Open Space Zone (Rec-OS) is to provide for open space recreation uses of prime recreation sites and to provide for cemeteries.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2402. Uses (Rec-OS).**

(a) The following uses shall be permitted in the Recreation-Open Space Zone (Rec-OS):

(1) Golf facilities, parks, grazing, horticulture, timber management, and boat ramps.

(b) The following uses shall be permitted subject to the issuance of a special use permit:

(1) Public utility facilities, public service facilities, outdoor shooting ranges, and hunting clubs.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 20, Ord. 86-623, eff. February 6, 1986)

### **Sec. 9-2.2403. Height (Rec-OS).**

No structure in the Recreation-Open Space Zone (Rec-OS) shall exceed thirty-five (35') feet in height.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2404. Area, width, and coverage (Rec-OS).**

(a) The minimum net lot area in the Recreation-Open Space Zone (Rec-OS) shall be 8,500 square feet.

(b) The minimum width shall be sixty (60') feet.

(c) The maximum building coverage shall not exceed seventy (70%) percent of the lot area.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2405. Yards (Rec-OS).**

The minimum yard requirements in the Recreation-Open Space Zone (Rec-OS) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

(a) Front yards: Twenty (20') feet; and

(b) Side and rear yards: Five (5') feet, except ten (10') feet for yards adjacent to residentially zoned parcels.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-762, eff. December 13, 1991; and § 12, Ord. 04-998, eff. Feb. 5, 2004)

### **Sec. 9-2.2406. Parking and loading (Rec-OS).**

Parking and loading in the Recreation-Open Space Zone (Rec-OS) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading)

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2407. Signs (Rec-OS).**

- (a) Signs in the Recreation-Open Space Zone (Rec-OS) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
  - (b) Business signs shall be permitted, the total face area of which does not exceed ten (10%) percent of the building front square footage nor 200 square feet, whichever is less, for each street frontage treated separately, except that each frontage shall be allowed at least thirty-two (32) square feet.
  - (c) Subject to the issuance of a special use permit, one additional self-supporting sign structure shall be permitted with a total face area not to exceed 100 square feet.
- (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 20, Ord. 86-623, eff. February 6, 1986, and Ord. 86-643, eff. November 6, 1986)

## **Article 25. Heavy Industrial Zone (I-1)**

### **Sec. 9-2.2501. Purpose (I-1).**

The purpose of the Heavy Industrial Zone (I-1) is to provide for industry where access is available to transportation routes, transportation facilities, and public service facilities and where surrounding land use and the environmental setting will permit most industrial uses without major adverse impacts.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2502. Uses (I-1).**

(a) The following uses shall be permitted in the Heavy Industrial Zone (I-1) subject to site development review as set forth in Article 11.3 of this chapter:

- (1) Assembly, building supply, manufacturing, processing, electric generation, junk yards, salvage operations, public utility facilities, heavy equipment sales, heavy equipment services, storage, and transport stations;
- (2) Retail sales and wholesaling when associated with and appurtenant to a use permitted in subsection (1) of this subsection or subsection (b) of this section;
- (3) One dwelling unit when in conjunction with an industrial use; and
- (4) Child day care homes and limited child day care homes.

(b) The following uses shall be permitted subject to the issuance of a special use permit.

- (1) Mining, and public service facilities; and
- (2) Permitted uses which exceed the height limitations.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 21, Ord. 86-623, eff. February 6, 1986, and § 2, Ord. 94-832, eff. June 9, 1994, and § 1, Ord. 00-930, eff. May 4, 2000)

### **Sec. 9-2.2503. Height (I-1).**

No timber product manufacturing structure in the Heavy Industrial Zone (I-1) shall exceed 125 feet in height; no other structure shall exceed seventy-five (75') feet in height, except for dwelling units which shall not exceed thirty-five (35') feet. (§ 3, Ord. 84-593, eff. Jan. 3, 1985)

### **Sec. 9-2.2504. Area, width, and coverage (I-1).**

- (a) The minimum net lot area in the Heavy Industrial Zones (I-1) shall be 10,000 square feet.
- (b) The minimum width shall be sixty (60') feet.
- (c) There shall be no requirement for maximum building coverage.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2505. Yards (I-1).**

The minimum yard requirements in the Heavy Industrial Zone (I-1) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: Not less than twenty (20') feet; and
- (b) Side and rear yards: None, except ten (10') feet for yards adjacent to a residentially zoned parcel.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-762, eff. December 13, 1991; and § 13, Ord. 04-998, eff. Feb. 5, 2004)

**Sec. 9-2.2506. Parking and loading (I-1).**

Parking and loading in the Heavy Industrial Zone (I-1) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).  
(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2507. Signs (I-1).**

- (a) Signs in the Heavy Industrial Zone (I-1) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
  - (b) Business signs shall be permitted, the total face of which does not exceed ten (10%) percent of the building front square footage nor 200 square feet, whichever is less, for each street frontage treated separately, except that every frontage shall be allowed at least thirty-two (32) square feet.
  - (c) Subject to the issuance of a special use permit, one additional self-supporting sign structure shall be permitted with a total face area not to exceed 200 square feet.
- (§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 21, Ord. 86-623, eff. February 6, 1986)

## **Article 26. Light Industrial Zone (I-2)**

### **Sec. 9-2.2601. Purpose (I-2).**

The purpose of the Light Industrial Zone (I-2) is to provide for light industry where access is available to transportation routes, transportation facilities, and public service facilities and where surrounding land use and the environmental setting will permit most light industrial uses without major adverse impacts. (§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2602. Uses (I-2).**

- (a) The following uses shall be permitted in the Light Industrial Zone (I-2) subject to site development review as set forth in Article 11.3 of this chapter:
  - (1) Assembly, manufacturing, and processing which are based upon materials which are already in processed form;
  - (2) Building supply, car wash, storage, transport stations, warehousing, wholesaling, public utility facilities, vehicle sales, and vehicle services;
  - (3) Retail sales when associated with and appurtenant to a use permitted by subsections (1) and (2) of this subsection and subsection (b) of this section;
  - (4) One dwelling unit when in conjunction with an industrial use; and
  - (5) Child day care homes and limited child day care homes.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Junk yards, salvage operations, heavy equipment services, places of assembly, and public service facilities.

(§ 3, Ord. 84-593, eff. January 3, 1985, amended by § 22, Ord. 86-623, eff. February 6, 1986; § 2, Ord. 94-832, eff. June 9, 1994; Exh. A, §2, Ord. 99-915, eff. June 3, 1999, § 1, Ord. 99-926, eff. January 13, 2000, and § 1, Ord. 02-965, eff. May 21, 2002)

### **Sec. 9-2.2603. Height (I-2).**

No structure in the Light Industrial Zone (I-2) shall exceed sixty (60') feet in height, except for dwelling units, which shall not exceed thirty-five (35') feet. (§ 3, Ord. 84-593, eff. Jan. 3, 1985)

### **Sec. 9-2.2604. Area, width, and coverage (I-2).**

- (a) The minimum net lot area in the Light Industrial Zone (I-2) shall be 10,000 square feet.
- (b) The minimum width shall be sixty (60') feet.
- (c) There shall be no requirement for maximum building coverage.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2605. Yards (I-2).**

The minimum yard requirements in the Light Industrial Zone (I-2) shall be as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):

- (a) Front yards: none, except ten (10') feet for yards adjacent to a residentially zoned parcel; and
- (b) Side and rear yards: none, except ten (10') feet for yards adjacent to residentially zoned parcels.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-762, eff. December 13, 1991; and § 1, Ord. 01-952, eff. September 20, 2001; and § 15, Ord. 04-998, eff. Feb. 5, 2004)



**Sec. 9-2.2606. Parking and loading (I-2).**

Parking and loading in the Light Industrial Zone (I-2) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.2607. Signs (I-2).**

- (a) Signs in the Light Industrial Zone (I-2) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
- (b) Business signs shall be permitted, the total face area of which does not exceed ten (10%) percent of the building front square footage nor 200 square feet, whichever is less, for each street frontage treated separately, except that each frontage shall be allowed at least thirty-two (32) square feet.
- (c) Subject to the issuance of a special use permit, one additional self-supporting sign structure shall be permitted with a total face area not to exceed 200 square feet.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 22, Ord. 86-623, eff. February 6, 1986, and Ord. 86-643, eff. November 6, 1986)

## **Article 29. Lake Zone (L)**

### **Sec. 9-2.2901. Purpose (L).**

The purpose of the Lake Zone (L) is to provide for the utilization and management of water resources.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2902. Uses (L).**

(a) The following uses shall be permitted in the Lake Zone (L):

(1) Water impoundment, hydroelectric generation, grazing, timber management, wildlife management, and docks.

(b) The following uses shall be permitted subject to the issuance of a special use permit:

(1) Boat ramps, marinas, and recreation facilities.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 22.5, Ord. 86-623, eff. February 6, 1986)

### **Sec. 9-2.2903. Height (L).**

No building in the Lake Zone (L) shall exceed one story, as defined in the Uniform Building Code.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2904. Area and width (L).**

(a) The minimum gross lot area in the Lake Zone (L) shall be five (5) acres.

(b) The minimum width shall be 250 feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.2905. Yards (L).**

The minimum yard requirements in the Lake Zone (L) shall be as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):

(a) Front yards: none, and

(b) Side and rear yards: none.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended § 1, Ord. 91-762, eff. December 13, 1991; and § 16, Ord. 04-998, eff. Feb. 5, 2004)

### **Sec. 9-2.2906. Signs (L).**

(a) Signs in the Lake Zone (L) shall be as permitted by Section 92.416 of Article 4 of this chapter (General Requirements: Signs).

(b) Business signs shall not exceed thirty-two (32) square feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)

## **Article 30. Agricultural Preserve Zone (AP)**

### **Sec. 9-2.3001. Purpose (AP).**

The purpose of the Agricultural Preserve Zone (AP) is to provide land use regulations consistent with the intent of the Plumas County Williamson Act program for agricultural preserves.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.3002. Uses (AP).**

- (a) The following uses shall be permitted in the Agricultural Preserve Zone (AP):
  - (1) Agriculture, timber management, agricultural product sales, animal breeding and boarding, and employee housing;
  - (2) One dwelling unit; and
  - (3) Child day care homes and limited child day care homes.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Mining, limited electric generation, public utility facilities, public service facilities, wildlife management, transport stations, agricultural auction yards, outdoor shooting ranges, hunting clubs, and bed and breakfast inns; and
  - (2) Recreational uses, but not limited to walking, hiking, picnicking, camping, swimming, boating, fishing, hunting, or other outdoor games or sports for which facilities are provided for public participation.

(§ 3, Ord. 84-593, eff. Jan. 3, 1985, as amended by § 1, Ord. 85-613, eff. August 15, 1985, and § 23, Ord. 86-623, eff. Feb. 6, 1986, and § 1, Ord. 2004-1018, eff. Dec. 2, 2004)

### **Sec. 9-2.3003. Height (AP).**

No structure in the Agricultural Preserve Zone (AP) shall exceed sixty (60') feet in height, except for dwelling units, which shall not exceed thirty-five (35') feet, and windmills, silos, elevators, and barns, which may be any height. (§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.3004. Area and width (AP).**

- (a) The minimum gross lot area in the Agricultural Preserve Zone (AP) shall be eighty (80) acres, except as provided in subsection (b) of this section.
- (b) The minimum gross lot area shall be ten (10) acres solely where the primary use is an agricultural auction yard with no dwelling unit permitted.
- (c) When a parcel resulting from a lot line adjustment contains an area zoned Agricultural Preserve Zone (AP), that area shall be at least the minimum area required by subsections (a) or (b) of this section, as applicable, or the lot line adjustment shall be denied.

(§ , Ord. 84-593, eff. Jan. 3, 1985, as amended by § 3, Ord. 94-834, eff. June 23, 1994)

### **Sec. 9-2.3005. Yards (AP).**

The minimum yard requirements in the Agricultural Preserve Zone (AP) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: Not less than twenty (20') feet; and
- (b) Side and rear yards: Not less than five (5') feet.

(§ 3, Ord. 84-593, eff. Jan. 3, 1985, as amended by § 1, Ord. 91-762, eff. Dec. 13, 1991; and § 17, Ord. 04-998, eff. Feb. 5, 2004)

### **Sec. 9-2.3006. Parking and loading (AP).**

Parking and loading in the Agricultural Preserve Zone (AP) shall be as required by Section 9-2.414 of the Article 4 of this chapter (General Requirements: Parking and loading).  
(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.3007. Signs (AP).**

- (a) Signs in the Agricultural Preserve Zone (AP) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
  - (b) Business signs shall not exceed thirty-two (32) square feet.
- (§ 3, Ord. 84-593, eff. January 3, 1985)

## **Article 31. General Agriculture Zone (GA)**

### **Sec. 9-2.3101. Purpose (GA).**

The purpose of the General Agriculture Zone (GA) is to protect and preserve for present and future utilization commercially viable important agriculture resource production areas.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.3102. Uses (GA).**

(a) The following uses shall be permitted in the General Agriculture Zone (GA):

- (1) Agriculture, timber management, wildlife management, agricultural product sales, animal breeding and boarding, and employee housing;
- (2) One dwelling unit and, on any parcel of eighty (80) acres or more, one additional dwelling unit; and
- (3) Child day care homes, limited child day care homes, and home businesses.

(b) The following uses shall be permitted subject to the issuance of a special use permit:

- (1) Mining, limited electric generation, home industry, public utility facilities, public service facilities, agricultural auction yards, transport stations, veterinary services, outdoor shooting ranges, and hunting clubs; and
- (2) On land of a soil type not suitable for identification as an important agricultural area, non-commercial campgrounds, recreation facilities, and resorts.

(c) The following uses shall be permitted subject to the issuance of a planned development permit:

- (1) Dwelling units at the ratio of up to one per each forty (40) acres of lot area.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 24, Ord. 86-623, eff. February 6, 1986; and Exh. A, § 6, Ord. 96-873, eff. October 31, 1996)

### **Sec. 9-2.3103. Height (GA).**

No structure in the General Agriculture Zone (GA) shall exceed sixty (60') feet in height, except for dwelling units, which shall not exceed thirty-five (35') feet, and windmills, silos, elevators, and barns, which may be any height.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.3104. Area and width (GA).**

(a) The minimum gross lot area in the General Agriculture Zone (GA) shall be forty (40) acres.

(b) The minimum width shall be 300 feet.

(c) When a parcel resulting from a lot line adjustment contains an area zoned General Agriculture Zone (GA), that area shall be of at least the minimum area required by subsection (a) of this section, or the lot line adjustment shall be denied.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 4, Ord. 94-834, eff. June 23, 1994).

### **Sec. 9-2.3105. Yards (GA).**

The minimum yard requirements in the General Agriculture Zone (GA) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

(a) Front yards: Not less than twenty (20') feet; and

(b) Side and rear yards: Not less than five (5') feet.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-762, eff. December 13, 1991; and § 18, Ord. 04-998, eff. Feb. 5, 2004)

**Sec. 9-2.3106. Parking and loading (GA).**

Parking and loading in the General Agriculture Zone (GA) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.3107. Signs (GA).**

(a) Signs in the General Agriculture Zone (GA) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).

(b) Business signs shall not exceed thirty-two (32) square feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)



## **Article 32. Timberland Production Zone (TPZ)**

### **Sec. 9-2.3201. Purpose (TPZ).**

The purpose of this article is to provide a zoning district consistent with the mandates of the Z'berg-Warren-Keene-Collier Forest Taxation Reform Act of 1976 encouraging the protection of immature trees and restricting the use of timberland to the production of timber products and compatible uses.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.3202. Uses (TPZ).**

The following uses shall be permitted in the Timberland Production Zone (TPZ):

- (a) The growing and harvesting of timber, including Christmas trees, and measures to protect such timber;
- (b) The following uses, except in specific instances where such a use would significantly detract from the use of property for the uses set forth in subsection (a) of this section:
  - (1) Management for watershed;
  - (2) Management for fish and wildlife habitat and hunting and fishing;
  - (3) Uses integral to the uses set forth in subsection (a) of this section, including forest management roads, log landings, log storage areas, and temporary portable wood processing equipment;
  - (4) Management for the use of other natural resources where less than three (3) acres of land is converted to non-timberland use and hydroelectric generation subject to site development review as set forth in Article 11.3 of this chapter;
  - (5) Grazing;
  - (6) Public utility facilities as permitted by Section 9-2.415 of Article 4 of this chapter;
  - (7) A residence or other structure necessary for the management of a parcel zoned as timberland production if such parcel is 160 acres or greater in size; child day care homes; and limited child day care homes; and
  - (8) Where a single parcel is partially zoned timberland production and agricultural, structures necessary for the management of agricultural land may be located within the timberland production area; and
- (c) Subject to the issuance of a special use permit:
  - (1) Public service facilities.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 25, Ord. 86-623, eff. February 6, 1986)

### **Sec. 9-2.3203. Qualifications for inclusion (TPZ).**

Lands meeting one of the following criteria shall be zoned Timberland Production Zone (TPZ):

- (a) Parcels shown on Lists A or B and which are found to meet the specifications of the Z'berg-Warren-Keene-Collier Forest Taxation Reform Act of 1976; or
- (b) Parcels petitioned for inclusion which satisfy all of the following criteria:
  - (1) A map has been prepared showing the legal description or the Assessor's parcel number of the property desired to be zoned;
  - (2) A forest management plan has been prepared or approved by a registered professional forester providing for timber harvest within a reasonable period of time;
  - (3) Timber stocking standards of the Forest Practices Act and the Forest Practice Rules of the State Board of Forestry are met or will be met within five (5) years as secured by agreement;

- (4) The area is in one ownership of at least forty (40) acres.
- (5) The average timber site is III or higher according to the site rating system of the State Board of Forestry; and
- (6) The currently existing uses on the parcel are permitted uses as set forth in Section 9-2.3202 of this article.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.3204. Area (TPZ).**

Parcels zoned as Timberland Production Zone (TPZ) shall not be divisible into parcels containing less than forty (40) acres, unless:

- (a) Four-fifths (4/5) of the members of the Board find that a proposed division is in the public interest; and
- (b) The original owner prepares a joint timber management plan prepared or approved as to content by a registered professional forester for the parcels to be created. The joint timber management plan shall provide for the management and harvesting of timber by the original owner and any subsequent owners, and shall be recorded with the County Recorder as a deed restriction on all newly-created parcels, and shall be subject to all the other provisions of the Forest Taxation Reform Act of 1976, in addition to the normal requirements of this chapter.

When a parcel resulting from a lot line adjustment contains an area zoned Timberland Production Zone (TPZ), that area shall be of at least the minimum area required by this section, or the lot line adjustment shall be denied.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 5, Ord. 94-834, eff. June 23, 1994).

**Sec. 9-2.3205. Rezoning (TPZ).**

Any rezoning of land from Timberland Production Zone (TPZ) to another zoning district classification shall be in conformance with the requirements of the Forest Taxation Reform Act of 1976, in addition to the normal requirements of this chapter.

(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.3206. Height (TPZ).**

No structure in the Timberland Production Zone (TPZ) shall exceed sixty (60') feet in height, except for dwelling units, which shall not exceed thirty-five (35') feet.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-2.3207. Yards (TPZ).**

The minimum yard requirements in the Timberland Production Zone (TPZ) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: Not less than twenty (20') feet; and
- (b) Side and rear yards: Not less than five (5') feet.

(§ 1, Ord. 91-762, eff. December 13, 1991; and § 19, Ord. 04-998, eff. Feb. 5, 2004)



## Article 33. General Forest Zone (GF)

### Sec. 9-2.3301. Purpose (GF).

The purpose of the General Forest Zone (GF) is to protect and preserve for present and future utilization commercially viable important timber resource production areas not in the Timberland Production Zone (TPZ).

(§ 3, Ord. 84-593, eff. January 3, 1985)

### Sec. 9-2.3302. Uses (GF).

- (a) The following uses shall be permitted in the General Forest Zone (GF):
  - (1) Timber management, agriculture, wildlife management, and animal breeding and boarding;
  - (2) One dwelling unit and, on any parcel of eighty (80) acres or more, one additional dwelling unit; and
  - (3) Child day care homes, limited child day care homes, and home businesses.
- (b) The following uses shall be permitted subject to the issuance of a special use permit:
  - (1) Mining, limited electric generation, home industry, public utility facilities, public service facilities, outdoor shooting ranges, and hunting clubs.
- (c) The following uses shall be permitted subject to the issuance of a planned development permit:
  - (1) Dwelling units at the ratio of up to one per each forty (40) acres of lot area.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 26, Ord. 86-623, eff. February 6, 1986; and Exh. A, § 7, Ord. 96-873, eff. October 31, 1996)

### Sec. 9-2.3303. Height (GF).

No structure in the General Forest (GF) shall exceed sixty (60') feet in height, except for dwelling units, which shall not exceed thirty-five (35') feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### Sec. 9-2.3304. Area and width (GF).

- (a) The minimum gross lot area in the General Forest Zone (GF) shall be (40) acres.
- (b) The minimum width shall be 300 feet.
- (c) When a parcel resulting from a lot line adjustment contains an area zoned General Forest Zone (GF), that area shall be of at least the minimum area required by subsection (a) of this section, or the lot line adjustment shall be denied.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 6, Ord. 94-834, eff. June 23, 1994).

### Sec. 9-2.3305. Yards (GF).

The minimum yard requirements in the General Forest Zone (GF) shall be **as follows, except as modified by Section 9-2.419 of Article 4 of this Chapter (General Requirements: Yards):**

- (a) Front yards: Not less than twenty (20') feet; and
- (b) Side and rear yards: Not less than five (5') feet.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-762, eff. December 13, 1991; and § 20, Ord. 04-998, eff. Feb. 5, 2004)

**Sec. 9-2.3306. Parking and loading (GF).**

Parking and loading in the General Forest Zone (GF) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).  
(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.3307. Signs (GF).**

- (a) Signs in the General Forest Zone (GF) shall be as permitted by Section 9-2.416 of Article 4 of this chapter (General Requirements: Signs).
  - (b) Business signs shall not exceed thirty-two (32) square feet.
- (§ 3, Ord. 84-593, eff. January 3, 1985)

## **Article 34. Mining Zone (M)**

### **Sec. 9-2.3401. Purpose (M).**

The purpose of the Mining Zone (M) is to provide for the utilization of commercially viable prime mining resources and to permit no use which will preclude the extraction of materials.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.3402. Uses (M).**

(a) The following uses shall be permitted in the Mining Zone (M):

- (1) Mining, agriculture, timber management, hydroelectric generation, water impoundment, public utility facilities, animal breeding and boarding, and limited electric generation;
- (2) One dwelling unit; and
- (3) Child day care homes and limited child day care homes.

(b) The following uses shall be permitted subject to site development review as set forth in Article 11.3 of this chapter:

- (1) Hydroelectric generation.

(c) The following uses shall be permitted subject to the issuance of a special use permit:

- (1) Recreation facilities and public service facilities.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 27, Ord. 86-623, eff. February 6, 1986)

### **Sec. 9-2.3403. Height (M).**

No structure in the Mining Zone (M) shall exceed 100 feet in height, except for dwelling units, which shall not exceed thirty-five (35') feet.

(§ 3, Ord. 84-593, eff. January 3, 1985)

### **Sec. 9-2.3404. Area and width (M).**

(a) The minimum gross lot area in the Mining Zone (M) shall be ten (10) acres.

(b) The minimum width shall be 300 feet.

(c) When a parcel resulting from a lot line adjustment contains an area zoned Mining Zone (M), that area shall be of at least the minimum area required by subsection (a) of this section, or the lot line adjustment shall be denied.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 6, Ord. 94-834, eff. June 23, 1994).

### **Sec. 9-2.3405. Yards (M).**

The minimum yard requirements in the Mining Zone (M) shall be as required by Section 9-2.419 of Article 4 of this chapter (General Requirements: Yards). If the provisions of Subsection (a) or Subsection (b) of Section 9-2.419 are applicable the minimum yard requirements shall be:

(a) Front yards: Twenty (20') feet; and

(b) Side and rear yards: Five (5') feet.

(§ 3, Ord. 84-593, eff. January 3, 1985, as amended by § 1, Ord. 91-762, eff. December 13, 1991; and § 21, Ord. 04-998, eff. Feb. 5, 2004)

**Sec. 9-2.3406. Parking and loading (M).**

Parking and loading in the Mining Zone (M) shall be as required by Section 9-2.414 of Article 4 of this chapter (General Requirements: Parking and loading).  
(§ 3, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-2.3407. Signs (M).**

- (a) Signs in the Mining Zone (M) shall be as permitted by Section 92.416 of Article 4 of this chapter (General Requirements: signs).
  - (b) Business signs shall not exceed thirty-two (32) square feet.
- (§ 3, Ord. 84-593, eff. January 3, 1985)

### **Article 3. Design**

#### **Sec. 9-3.301. Scope.**

The general requirements for subdivisions shall be as provided in this article. More detailed requirements shall be as set forth in the current departmental subdivision regulations of the Engineer-Surveyor, the Planning Director, the Road Commissioner, and the Health Officer. (§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664)

#### **Sec. 9-3.302. Preliminary conferences.**

The subdivider, or his authorized agent, shall confer with the Engineer-Surveyor, the Planning Director, the Road Commissioner, and the Director of Environmental Sanitation regarding the contemplated subdivision and shall inform himself as to the applicable provisions of the Map Act, the provisions of this chapter, the current zoning provisions, and the current departmental subdivision regulations of the Engineer-Surveyor, the Planning Director, the Road Commissioner, and the Health Officer.

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664, and § 4, Ord. 77-211, eff. August 4, 1977)

#### **Sec. 9-3.303. General Plan & Zoning.**

Proposed subdivisions shall conform to both the zoning provisions set forth in Chapter 4 of this title and to the County General Plan before the application shall be complete.

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, 664, and § 1, Ord. 80-404, eff. October 12, 1980, and § 1, Ord. 01-959, eff. December 6, 2001)

#### **Sec. 9-3.304. General Plan & Zoning.**

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, 664; and Ord. 96-875, eff. December 30, 1996; repealed by §2, Ord. 01-959, eff. December 6, 2001)

#### **Sec. 9-3.305. Streets, roads, and highways.**

**Road and street networks, whether public or private, unless exempted under the provisions of Chapter 4 of Title 9 of this code, shall provide for safe access for emergency wildland fire equipment and civilian evacuation concurrently, and shall provide unobstructed traffic circulation during a wildfire emergency.**

Streets, roads, and highways in all land divisions shall conform to the requirements of the departmental subdivision regulations and the approved specifications of the County as to rights-of-way, alignment, gradients, drainage, structural design, and surfacing. When it is determined that safe and adequate access does not exist to a land division, the Advisory Agency may require the dedication of rights-of-way or easements for, and the construction of, off-site improvements to serve the parcels being created, in conformance with the requirements of the departmental subdivision regulations.

If the streets or highways are proposed to be dedicated to the public and added to the County road system, they shall be improved to conform in all respects to the current standards for County roads. If the streets or highways proposed are to be private streets or highways, the requirements as to rights-of-way, alignment, gradients, structural design and surfacing shall be determined in the light of the characteristics of the proposed subdivision, considering the number and size of the lots, the type of terrain, whether for year-round or summer occupancy, and other pertinent considerations. In cases where private roads are approved to be constructed with only drainage provisions and



minimum grading, due to the characteristics of the proposed subdivision, it may be required that the rights-of-way, alignment, and gradients conform to the standards for County roads if it appears that such private roads may later be extended to serve other lands.

Where dedications or offers of dedication are made by certificate on a parcel map, the Engineer-Surveyor may accept, subject to improvement, or reject the same for the County. In the event of a disagreement between the Engineer-Surveyor and the subdivider, the matter shall be scheduled for determination by the Board at its next regular meeting.

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664, and § 2, Ord. 75-99, eff. May 8, 1975, and § 2, Ord. 78-254, eff. April 7, 1978)

**Sec. 9-3.306. Conformance with existing streets and highways.**

The alignment of proposed streets and highways shall be such as to best conform to existing adjacent or nearby streets and highways. Reserve strips to deny access to existing or proposed streets and highways, or to break the continuity of existing or proposed streets and highways for the benefit of the subdivider, shall only be permitted for good cause upon the specific approval of the Board and under the terms and conditions approved by the Board. Access to streets, roads, and highways may be limited where it is deemed necessary to protect the public health, safety, and welfare.

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664)

**Sec. 9-3.307. Alleys.**

Alleys normally shall not be required in residential subdivisions but may be required in commercial or industrial subdivisions.

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664)

**Sec. 9-3.308. Easements.**

Appropriate and adequate easements shall be provided for existing and future utility and drainage facilities.

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664)

**Sec. 9-3.309. Flood hazards: Drainage.**

The subdivision of lands subject to inundation shall not be permitted for residential or commercial uses unless the subdivider proposes plans for the elimination of future inundation along with evidence of the approval of such plans by all jurisdictions having authority. Where the danger of inundation does not exist, but drainage facilities, other than those directly connected with the proposed streets and highways, are judged to be necessary by the Engineer-Surveyor or are required under the authority of any County Drainage Plan or Drainage District, it will be required that such facilities be constructed by the subdivider.

Applications for subdivisions shall include base flood elevation data. If structures and pads are proposed, their elevation shall be provided. If a structure or pad site is to be filled above the base flood elevation, the lowest floor and pad elevations shall be certified by a registered professional engineer or surveyor. The data and certification shall be transmitted to the County Engineer.

Applications for subdivisions which include lands in an area of special flood hazard shall include an engineered analysis based on a uniform procedure prescribed by the Federal Emergency

Management Agency that has been completed, submitted to the Federal Emergency Management Agency, reviewed and approved by the Federal Emergency Management Agency, and the appropriate amendment or revision to the Flood Insurance Rate Maps, as required by the Federal Emergency Management Agency, and copies thereof provided to the County Engineer, the Planning Director and the Building Official.

Applications for subdivisions which include lands in a 100-year flood hazard area, as defined in Section 9-2.236 of Article 2 of Chapter 2 of Title 9 of this Code shall include an engineered analysis based on a uniform procedure prescribed by the County Engineer that has been completed, submitted to the County Engineer, reviewed and approved by the County Engineer, and copies thereof provided to the County Engineer, the Planning Director and the Building Official.

The subdivision of lands in an area of special flood hazard shall be reviewed to assure:

- (a) that the subdivision is consistent with the need to minimize flood damage within the area of special flood hazard;
- (b) that all public utilities and facilities are located and constructed to minimize or eliminate flood damage;
- (c) that adequate drainage is provided to reduce exposure to flood hazards;
- (d) that new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
- (e) that new and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharges from the system into flood waters;
- (f) that onsite waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding;
- (g) that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law;
- (h) that proposed building sites will be reasonably safe from flooding; and
- (i) that encroachment in areas where base flood elevations have been determined but a floodway has not been designated shall not result in a cumulative effect when combined with all other existing and anticipated man-made changes to real estate that will increase the water surface elevation of the base flood more than one foot at any point.

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664, as amended by Exh. A, § 9, Ord. 98-902, eff. September 10, 1998)

#### **Sec. 9-3.310. Water supply and sewerage.**

The proposed provisions for water supply and sewerage shall conform to all the applicable requirements of State and local laws, rules, and regulations and shall be such as to in no way jeopardize the public health and safety. Such proposals, to obtain approval, shall conform to the current departmental subdivision regulations. Septic tanks and individual wells may be approved in instances where the proposed lot areas, percolation tests, ground water conditions, and other criteria all indicate that no threat to the public health and safety will result therefrom. Where public facilities exist in reasonable proximity to the proposed subdivision, the extension of such facilities shall be required under the laws, rules, and regulations applying to such extension. In relatively large proposed subdivisions, particularly where all or a portion of the lots proposed are relatively small, the provision of community or public water supplies or sewerage systems, or both, may be required. (§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664)

**Sec. 9-3.311. Resubdivisions.**

As a condition of approval of a proposed subdivision, the Board may require a stipulation or agreement precluding future resubdivisions of the lots, or prescribing conditions under which such resubdivisions will be permitted, in instances where it is the judgment of the Board that such a condition is necessary to protect the public health, safety, and welfare.

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664)

**Sec. 9-3.312. Miscellaneous technical requirements.**

Miscellaneous technical requirements for subdivisions, such as soil tests, provisions for fire protection, and similar requirements, shall be as set forth in the appropriate departmental subdivision regulations.

(§ 61204, P.C.O.C., as amended by Ords. 413, 554, and 664)

**Sec. 9-3.313. Panhandle lots.**

The required width of not more than twenty-five (25%) percent of the lots in a subdivision may be reduced by the Commission at the time of the approval of the tentative map to provide for panhandle lots, with the driveway portion of the lot not less than twenty (20') feet wide. The buildable portion of all panhandle lots shall conform to the normal required width.

(§ 61604, P.C.O.C., as added by Ord. 752, as renumbered by § 2, Ord. 84-593, eff. January 3, 1985)

**Sec. 9-3.314. Development fees for fire protection services.**

Prior to development, as defined in the General Plan, a fee established by resolution of the governing fire protection district shall be deposited in the respective fire protection district's account for the purpose of mitigating the impact of such development on the capacity of the fire district to serve existing development within the district, thereby maintaining the health, safety, and welfare of County residents.

(§ 1, Ord. 86-642, eff. October 23, 1986)

**Sec. 9-3.315. Greenbelts.**

When greenbelts are proposed they shall be located strategically as a separation between wildland fuels and structures. **The locations shall be approved by the local authority having jurisdiction and may be consistent with the CAL FIRE Unit Fire Management Plan or County Fire Plan.**

(§1, Ord. 91-762, eff. December 13, 1991)



### Article 3. Definitions

#### **Sec. 9-4.301. Application.**

The words and phrases set forth in this article and used in this chapter shall be defined as set forth in this article and by common usage and context, except as specifically defined in this title.

(§ 1, Ord. 87-662, eff. June 4, 1987)

#### **Sec. 9-4.302. Accessory building.**

**"Accessory building" shall mean any building used as an accessory to residential, commercial, recreational, industrial, or educational purposes as defined in the California Building Code, 1989 Amendments, Chapter 11, Group M, Division 1 Occupancy that requires a building permit.**

#### **Sec. 9-4.303. ADT (average daily traffic).**

"ADT" (average daily traffic) shall mean the number of vehicle trips on a road per twenty-four (24) hours averaged over a period of days. Unless otherwise stated, the period shall be the peak month.

(§ 1, Ord. 87-662, eff. June 4, 1987)

#### **Sec. 9-4.304. Agriculture.**

**"Agriculture" shall mean the planting, raising, harvesting and production of agricultural, horticultural, aquaculture and forestry crops; the breeding, raising, husbandry of, pasturing, grazing, and small scale slaughter and processing of livestock; the breeding, raising, harvesting and production of bees, fish, poultry and other fowl; and the associated support services and value added services, such as agritourism, necessary for the economic viability of agriculture.**

#### **Sec. 9-4.305. Base.**

"Base" shall mean a layer of specified material of required thickness placed immediately above the subbase, upon which the pavement or surfacing is to be placed.

(§ 1, Ord. 87-662, eff. June 4, 1987)

#### **Sec. 9-4.306. Basement material.**

"Basement material" shall mean the material in excavation or embankment upon which the lowest layer of subbase, base, pavement, surfacing or other specified layer is to be placed.

(§ 1, Ord. 87-662, eff. June 4, 1987)

#### **Sec. 9-4.307. Building.**

**"Building" shall mean any structure used or intended for supporting or sheltering any use of occupancy that is defined in the California Building Code, 1989 Amendments, Chapter 11, except Group M, Division 1, Occupancy. For the purposes of this subchapter, building includes mobile homes and manufactured homes, churches and day care facilities.**

#### **Sec. 9-4.308. Clearing.**

"Clearing" shall mean the removal of objectionable materials from that portion of the right-of-way to be used for construction.

(§ 1, Ord. 87-662, eff. June 4, 1987)

#### **Sec. 9-4.309. Commercial Area.**

"Commercial Area" shall mean an area identified in the General Plan as **Commercial**.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.310. Cul-de-sac.**

"Cul-de-sac" shall mean a road open at one end only, with provisions for turning around at the unopen end.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.311. Culvert.**

"Culvert" shall mean any structure, other than a bridge, which provides an opening under a roadway for drainage or other purposes.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.312. Community.**

**"Community" shall mean an area designated as a "community" in the General Plan. Communities are places where some public infrastructure and services are available. Few commercial services are present and these services generally are of the type, size, and scale that serve local residents. Representative areas include Taylorsville, Crescent Mills, Cromberg, Sloat, Beckwourth, Chilcoat, and La Porte.**

**Sec. 9-4.313. Cut.**

"Cut" shall mean an excavation of soil or rock required in order that the roadbed meet the required or desired standards of width, location, grade and curvature.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.314. Day.**

"Day" shall mean, unless otherwise designated, calendar day.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.315. Dead-end road.**

"Dead-end-road" shall mean a road that has only one point of vehicular access to a State highway or major thoroughfare; and shall include looped roads **and cul-de-sacs** which have only one point of access, immediately or ultimately, to a State highway or major thoroughfare.

(§ 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.316. Defensible space.**

**"Defensible space" shall mean the area within the perimeter of a parcel, development, neighborhood or community where basic wildland fire protection practices and measures are implemented, providing the key point of defense from an approaching wildfire or defense against encroaching wildfires or escaping structure fires. The perimeter as used in this subchapter is the area encompassing the parcel or parcels proposed for construction and/or development, excluding the physical structure itself. The area is characterized by the establishment and maintenance of emergency vehicle access, emergency water reserves, street names and building identification, and fuel modification measures.**

**Sec. 9-4.317. Development.**

"Development" shall mean lot creation, **condominium projects, or utilization of commercial, multi-family residential, or industrial parcels.**

(§ 1, Ord. 87-662, eff. June 4, 1987; as amended by Exh. A, § 9, Ord. 96-873, eff. October 31, 1996)

**Sec. 9-4.318. Driveway.**

"Driveway" shall mean a vehicular access that serves no more than two buildings, with no more than three



dwellings; on a single parcel, with any number of **accessory** buildings.

(§ 1, Ord. 91-762, eff. December 13, 1991, amended by § 1, Ord. 92-783, eff. July 9, 1992; and Exh. A, § 9, Ord. 96-873, eff. October 31, 1996)

**Sec. 9-4.319. Engineer.**

"Engineer" shall mean the Public Works Director acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties delegated to them.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.320. Exception.**

**"Exception" shall mean an alternative to the specified standard requested by the applicant that may be necessary due to health, safety, environmental conditions, physical site limitations or other limiting conditions such as recorded historical sites that provide mitigation of the problem.**

**Sec. 9-4.321. Fill.**

"Fill" shall mean rock, soil or gravel, or a mixture, placed so as to raise the roadbed above the natural land surface in order that the roadbed may be secure, or to meet the required or desired standards of width, location, grade or curvature.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.322. Fire valve.**

"Fire valve" shall mean hydrant.

(§ 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.323. Fuel modification area.**

**"Fuel modification area" shall mean an area where the volume of flammable vegetation has been reduced, providing reduced fire intensity and duration.**

**Sec. 9-4.324. Grading plane.**

"Grading plane" shall mean the surface of the basement material upon which the lowest layer of subbase, base, pavement, surfacing, or other specified layer, is placed. "Grading plane" shall be interchangeable with subgrade.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.325. Greenbelt.**

**"Greenbelt" shall mean a facility or land use, designed for a use other than fire protection, which will slow or resist the spread of a wildfire. Includes parking lots, irrigated or landscaped areas, golf courses, parks, playgrounds, maintained vineyards, orchards or annual crops that do not cure in the field.**

**Sec. 9-4.326. Hammerhead turnaround.**

"Hammerhead turnaround" shall mean a **roadway that provides a "T" shaped three (3) point turnaround space for emergency equipment, being no narrower than the road that serves it.**

(§ 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.327. Hydrant.**

"Hydrant" shall mean a valved connection on a water supply or storage system having at least one two and one-half (2-1/2") inch outlet with male American National Fire Hose Screw Threads used to supply fire apparatus and hoses with water.

(§ 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.328. Industrial Area.**

"Industrial Area" shall mean an area identified in the General Plan as **Industrial**.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-2.329. Major Arterial.**

**"Major arterial" shall mean a road that has a key role in providing high mobility of inter-regional and intra-regional travel. Efforts are made to minimize access points in order to aid through travel flow.**

**Sec. 9-2.330. Major Collector.**

**"Major collector" shall mean a road that generally serves the more important intra-county travel corridors and traffic generators not served by major or minor arterials.**

**Sec. 9-4.331. Major thoroughfare.**

"Major thoroughfare" shall mean **all arterials and major collector roads**.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.332. Multiple-Family Residential Area.**

"Multiple-Family Residential Area" shall mean an area identified in the General Plan as a Multiple-Family Residential Area.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.333. Occupancy**

**"Occupancy" shall mean the purpose for which a building, or part thereof, is used or intended to be used.**

**Sec. 9-4.334. One-way road.**

"One-way road" shall mean a roadway **a minimum of one traffic lane width** designed for traffic flow in one direction only.  
(§ 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.335. Pavement.**

"Pavement" shall mean asphalt surfacing placed on the traveled way or shoulders.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.336. Planned roadway alignment.**

"Planned roadway alignment" shall mean an approximate location of future roadways or improvements, or both, including widening of existing roadways, as they are specifically designated in Appendix II of the General Plan.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.337. Plans.**

"Plans" shall mean the official maps, project plans, and standard plans, profiles, typical cross sections, general cross sections, working drawings, and supplemental drawings, or reproductions thereof, approved by the Engineer, which show the location, character, dimensions and details of the work to be performed.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.338. Precise planned road.**

"Precise planned road" shall mean a County Road other than a major thoroughfare.  
(§ 1, Ord. 87-662, eff. June 4, 1987)



**Sec. 9-4.339. Prime coat.**

"Prime coat" shall mean an even application of liquid asphalt applied to the base material prior to placement of asphalt surfacing.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.340. Recreation Area.**

"Recreation Area" shall mean an area identified in the General Plan as **Resort and Recreation Lands**.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.341. Resource Transportation Route.**

"Resource Transportation Route" shall mean a road **that provides primary access to Timber and Mining Resource Lands**.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.342. Right-of-way.**

"Right-of-way" shall mean the whole right-of-way or area which is reserved for and secured for use in constructing the roadway and its appurtenances. "Right-of-way" shall be interchangeable with road.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.343. Roads, streets, private lanes.**

**"Roads, streets and private lanes" shall mean vehicular access to more than one parcel; access to any industrial or commercial occupancy; or vehicular access to a single parcel with more than two buildings or more than four or more dwelling units.**

**Sec. 9-4.344. Roadbed.**

"Roadbed" shall mean that portion of the roadway which is graded, upon which the pavement or surface and shoulders are to be constructed. Its outer limits are the inner faces of curbs or the intersection of the graded surface with the side slopes. A divided road is considered to consist of two (2) roadbeds if there is a median area of undisturbed land between them.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.345. Roadway.**

"Roadway" shall mean any surface designed, improved, or ordinarily used for vehicle travel including **bridges, culverts, and other** appurtenant structures **which supplement the roadway bed or shoulders**.

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.346. Rural Place.**

**"Rural place" shall mean an area defined as a "rural place" in the General Plan. Rural Places are defined as having little to no public infrastructure and services. If commercial services are present they tend to be small and often seasonal. Rural places may also consist of a grouping of homes. Representative areas include Johnsville, Blairsden, Twain and Greenhorn Ranch.**

**Sec. 9-4.347. Rural Residential Area.**

"Rural **Residential** Area" shall mean an area identified in the General Plan as a Rural **Residential** Area.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.348. Same practical effect.**

**"Same practical effect" shall mean an exception or alternative with the capability of applying accepted wildland fire suppression strategies and tactics, and provisions for fire fighter safety, including:**

- (a) access for emergency wildland fire equipment,**
- (b) safe civilian evacuation,**
- (c) signing that avoids delays in emergency equipment response,**
- (d) available and accessible water to effectively attack wildfire or defend a structure from wildfire, and**
- (e) fuel modification sufficient for civilian and fire fighter safety.**

**Sec. 9-4.349. Seal Coat.**

"Seal coat" shall mean an application of bituminous binder sprayed on the surface of the paving course.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.350. Secondary Suburban Residential Area.**

"Secondary Suburban Residential Area" shall mean an area identified in the General Plan as a Secondary Suburban Residential Area.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.351. Shoulder.**

"Shoulder" shall mean that portion of the completed roadbed between the edge of the traveled way and the side slopes.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.352. Side slope.**

"Side slope" shall mean the inclined surfaces of both cuts and fills required to meet the approved specifications for construction of the roadbed.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.353. Specifications.**

"Specifications" shall mean the directions, provisions and requirements contained in this chapter.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.354. Subbase.**

"Subbase" shall mean a layer of specified material of required thickness between a base and the basement material.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.355. Subdivision.**

**"Subdivision" shall mean subdivision as defined in Section 66424 of the Government Code.**

**Sec. 9-4.356. Subgrade.**

"Subgrade" shall mean that portion of the roadbed on which the pavement, surfacing, base, subbase, or a layer of any other material is placed. "Subgrade" shall be interchangeable with grading plane.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.357. Substructure.**

"Substructure" shall mean all that part of the bridge below the bridge seats, tops of piers, or haunches of rigid frames or below the spring lines of arches. Back walls and parapets of abutments and wing walls of bridges shall



be considered as parts of the substructure.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.358. Suburban Residential Area.**

"Suburban **Residential** Area" shall mean an area identified in the General Plan as a Suburban **Residential** Area.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.359. Superstructure.**

"Superstructure" shall mean all that part of the bridge above the bridge seats, tops of piers, haunches of rigid frames, or above the spring lines of arches.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.360. Surfacing.**

"Surfacing" shall mean the uppermost layer of material placed on the traveled way or shoulders. "Surfacing" shall include pavement and rock.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.361. Town.**

**"Town" shall mean an area designated as a "town" in the General Plan. Towns are places where the highest complement of public infrastructure and services are available or can be made available. Such services consist of water service, community sewer service, maintained year-round roads, fire, police and emergency medical services. In addition, towns serve as both the commercial and public services hubs for both local residences as well as surrounding communities. Representative areas include Chester, Greenville, Quincy/East Quincy and Graeagle.**

**Sec. 9-4.362. Traffic Lane.**

"Traffic lane" shall mean that portion of **a roadway that provides** a single line of vehicle **travel**.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.363. Traveled Way.**

"Traveled way" shall mean that portion of the roadbed for the movement of vehicles, exclusive of shoulders and auxiliary lanes.  
(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.364. T Turnaround.**

"T turnaround" shall mean a "T" shaped three (3) point turnaround space.  
(§ 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.365. Turnaround.**

**"Turnaround" shall mean a roadway, unobstructed by parking, which allows for a safe opposite change of direction to emergency equipment. Design of such area may be a hammerhead/T or terminus bulb.**

**Sec. 9-4.366. Turnout.**

**"Turnout" shall mean a widening in a roadway to allow vehicles to pass.**

**Sec. 9-4.367. Vertical clearance.**

**"Vertical clearance" shall mean the minimum specified height of a bridge or overhead projection above the roadway.**

## Article 4. Classification of Public and Private Roads

### Sec. 9-4.401. Classification.

County roads and private roads shall be designated with a classification based upon the planned density of development and projected traffic volumes as determined by the General Plan designation of areas to be served as set forth in this article.

(§ 1, Ord. 87-662, eff. June 4, 1987)

### Sec. 9-4.402. Service roads.

- (a) Roads which are within a Commercial, Industrial, Recreation or Multiple-Family Residential Area on one or both sides serve such areas.
- (b) Roads which are within a **Town or a Community** and roads which provide access to a **Town or a Community** from a State highway or a major thoroughfare serve a **Town or a Community**.
- (c) Roads which are within a Suburban **Residential** Area and roads which provide access to a Suburban **Residential** Area from a State highway or a major thoroughfare serve a Suburban **Residential** Area.
- (d) Roads which are within a Secondary Suburban **Residential** Area and roads which provide access to a Secondary Suburban **Residential** Area from a State highway or a major thoroughfare serve a Secondary Suburban **Residential** Area.
- (e) Roads which are within a Rural **Residential** Area and roads which provide access to a Rural **Residential** Area from a State highway or a major thoroughfare serve a Rural **Residential** Area.
- (f) Roads which are within a Limited **Access Rural Residential** Area and roads which provide access to a Limited **Access Rural Residential** Area from a State highway or a major thoroughfare serve a Limited **Access Rural Residential** Area.
- (g) Roads which are within an **Agricultural Preserve, Agriculture and Grazing, Mining Resource Lands, Timber Resource Lands** Area serve **such areas**.

(§ 1, Ord. 87-662, eff. June 4, 1987)

### Sec. 9-4.403. Class 1 Roads.

Class 1 Roads shall be:

- (a) County roads with a projected traffic volume of more than 7500 ADT and which serve Commercial, Industrial, Recreation, or Multiple-Family Residential Areas, or any combination thereof.
- (b) Private roads in **Towns or Communities** with a projected traffic volume of more than 7500 ADT and which serve Commercial, Industrial, or Recreation Areas or any combination thereof; and
- (c) Private roads with a projected traffic volume of more than 7500 ADT and which serve Commercial or Industrial Areas, or both.

(§ 1, Ord. 87-662, eff. June 4, 1987)

### Sec. 9-4.404. Class 2 Roads.

Class 2 Roads shall be:

- (a) County roads with a projected traffic volume of 5000 to 7500 ADT and which serve Commercial, Industrial, Recreation, or Multiple-Family Residential Areas, or any combination thereof.
- (b) Private roads in **Towns or Communities** with a projected traffic volume of 5000 to 7500



ADT and which serve Commercial, Industrial, Recreation, or Multiple-Family Residential Areas, or any combination thereof; and

- (c) Private roads with a projected traffic volume of 5000 to 7500 ADT and which serve Commercial or Industrial Areas, or both.

(§ 1, Ord. 87-662, eff. June 4, 1987)

#### **Sec. 9-4.405. Class 3 Roads.**

Class 3 Roads shall be:

- (a) County roads with a projected traffic volume of 5000 ADT or less and which serve Commercial, Industrial, Recreation, or Multiple-Family Residential Areas, or any combination thereof.
- (b) Private roads in **Towns or Communities** with a projected traffic volume of 5000 ADT or less and which serve Commercial, Industrial, Recreation, or Multiple-Family Residential Areas, or any combination thereof.
- (c) Private roads with a projected traffic volume of 5000 ADT or less and which serve Commercial or Industrial Areas, or both.

(§ 1, Ord. 87-662, eff. June 4, 1987)

#### **Sec. 9-4.406. Class 4 Roads.**

Class 4 Roads shall be:

- (a) County roads which are Resource Transportation Routes with a projected traffic volume of more than 1000 ADT and which do not qualify for any of Road Classifications 1, 2, or 3; which shall be Class 4A;
- (b) Private roads in **Towns or Communities** which are Resource Transportation Routes with a projected traffic volume of more than 1000 ADT and which do not qualify for any of Road Classifications 1, 2, or 3; which shall be Class 4A;
- (c) County roads which are Resource Transportation Routes with a projected traffic volume of 400 to 1000 ADT and which do not qualify for any of Road Classifications 1, 2, or 3; which shall be Class 4B;
- (d) Private roads in **Towns or Communities** which are Resource Transportation Routes with a projected traffic volume of 1000 ADT or less and which do not qualify for any of Road Classifications 1, 2, or 3; which shall be Class 4B;
- (e) County roads which are Resource Transportation Routes with a projected traffic volume of 400 ADT or less and which do not qualify for any of Road Classifications 1, 2, 3, 5, 6, or 7; which shall be Class 4C; and
- (f) Private Roads which are Resource Transportation Routes and which do not serve any Commercial or Industrial Areas; which shall be Class 4C.

(§ 1, Ord. 87-662, eff. June 4, 1987)

#### **Sec. 9-4.407. Class 5 Roads.**

Class 5 Roads shall be:

- (a) County roads with a projected traffic volume of more than 1000 ADT and which do not serve any Commercial, Industrial, Recreation, or Multiple-Family Residential Area and which are not Resource Transportation Routes; and
- (b) Private roads in with a projected traffic volume of 1000 ADT or more and which do not serve any Commercial, Industrial, Recreation, or Multiple-Family Residential Area.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.408. Class 6 Roads.**

Class 6 Roads shall be:

- (a) County roads with a projected traffic volume of 400 to 1000 ADT and which do not serve any Commercial, Industrial, Recreation, or Multiple-Family Residential Area and which are not Resource Transportation Routes; and
- (b) Private roads in **Towns or Communities** with a projected traffic volume of 400 to 1000 ADT and which do not serve any Commercial, Industrial, Recreation, or Multiple-Family Residential Area.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.409. Class 7 Roads.**

Class 7 Roads shall be:

- (a) County roads in **Towns or Communities** with a projected traffic volume of 400 ADT or less and which do not serve any Commercial, Industrial, Recreation, or Multiple-Family Residential Area and which are not Resource Transportation Routes;
- (b) County roads outside **Towns or Communities** with a projected traffic volume of 400 ADT or less and which do not serve any Commercial, Industrial or Recreation Area;
- (c) Private roads in **Towns or Communities** with a projected traffic volume of 400 ADT or less and which do not serve any Commercial, Industrial, Recreation, or Multiple-Family Residential Area;
- (d) **Private roads outside Towns or Communities which serve Suburban Residential Areas with a projected traffic volume of 400 ADT or less, and which do not serve any Commercial, Industrial, Recreation, or Multiple-Family Residential Area;** and
- (e) Roads which have no feasible possibility of future extension or connection which could result in an ADT of more than 400. Where such a possibility exists, a road which would otherwise be Class 7 shall be Class 6.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.410. Class 8 Roads.**

Class 8 Roads shall be:

- (a) One-way County roads which provide access to an area zoned for no more than ten (10) dwellings; and
- (b) One-way private roads in **Towns or Communities** which provide access to an area zoned for no more than ten (10) dwellings.

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.411. Class 9 Roads.**

Class 9 Roads shall be private roads **serving Secondary Suburban Residential and Rural Residential Areas** which do not serve any Commercial or Industrial Area.

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by Ord. 87-668, eff. July 9, 1987, and § 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.412. Class 10 Roads.**

Class 10 Roads shall be roads which serve only Limited **Access Rural Residential Areas, Agricultural Preserve, and Agriculture and Grazing**, and which are not Resource Transportation Routes.

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by Ord. 87-668, eff. July 9, 1987, and § 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.413. Class 11 Driveways.**

Class 11 Driveways shall be driveways which provide access to no more than two buildings, with no more than three dwellings, on a single parcel, **and any number of accessory buildings.**

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991, and § 1, Ord. 92-783, eff. July 9, 1992; and Exh. A, § 10, Ord. 96-873, eff. October 31, 1996, and § 1, Ord. 02-975, eff. October 2, 2002)



**Article 5. Minimum Design Standards**  
**(Amended by Ord. 02-975)**

**Sec. 9-4.501. Minimum Road Design Standards.**

- (a) For purposes of this section, these terms are designed as follows:
  - (1) "Surfaced" means pavement unless otherwise specified.
  - (2) "Shoulder" means rocked (class 2 aggregate base) shoulder unless otherwise specified.
  - (3) "Total shoulder width" means the sum of the widths of the shoulders on both sides of the road.
  - (4) "Clearing limit" means clearing limit measured from the outer limit of construction; or in flat land from the bottom of the ditch.
- (b) Minimum road design standards for each class of public and private road defined in Article 4 of this chapter shall be as follows:

**CLASS 1: Projected Traffic + 7,500 ADT**

Surfaced traveled way 48 ft. (4 lanes); total paved shoulder width-16 ft., with 4' (total) rocked shoulders. Curb and gutter can substitute for rocked shoulder; roadbed 68 ft.; right-of-way 80 ft. for parallel parking, 98 ft. for diagonal parking; no clearing limit. An additional nine (9) feet of paved shoulder is required for each side where diagonal parking will be placed.

**CLASS 2: Projected Traffic + 5,000 - 7,500 ADT**

Surfaced traveled way 36 ft. (3 lanes with center lane to be either a passing lane, a left turn lane, or a combination of the two); total paved shoulder width 16 ft.; width 4' (total) rocked shoulder. Curb and gutter can substitute for rocked shoulder; roadbed 56 ft.; right-of-way 80 ft. for parallel parking, 98 ft. for diagonal parking; no clearing limit. An additional nine (9) feet of paved shoulder is required for each side where diagonal parking will be placed.

**CLASS 3: Projected Traffic - 5,000 ADT**

Surfaced traveled way 22 ft.; total paved shoulder width 16 ft., with 4' (total) rocked shoulders. Total shoulder width may be reduced to 6 ft. where no on-street parking is permitted and where no special maneuvering areas are necessary for traffic safety and ADT is less than 1,000. Curb and gutter can substitute for rocked shoulder; roadbed 42 ft.; right-of-way 60 ft. for parallel parking, 78 ft. for diagonal parking; no clearing limit. An additional nine (9) feet of paved shoulder is required for each side where diagonal parking will be placed.

**CLASS 4A: Projected Traffic + 1,000 ADT**

Surfaced traveled way 24 ft.; total shoulder width 16 ft.; roadbed 40 ft.; right-of-way 60 ft.; clearing limit 4 ft.

**CLASS 4B: Projected Traffic 400 - 1,000 ADT**

Surfaced traveled way 24 ft.; total shoulder width 8 ft.; roadbed 32 ft.; right-of-way 60 ft.; clearing limit 4 ft.

**CLASS 4C: Projected Traffic - 400 ADT**

Surfaced traveled way 20 ft. (rocked); total shoulder width 4 ft.; roadbed 24 ft.; right-of-way 60 ft.; clearing limit 2 ft.

**CLASS 5: Projected Traffic + 1,000 ADT**

Surfaced traveled way 22 ft.; total shoulder width 18 ft.; roadbed 40 ft.; right-of-way 60 ft.; clearing limit 4 ft.

**CLASS 6: Projected Traffic + 400 - 1,000 ADT**

Surfaced traveled way 22 ft.; total shoulder width 8 ft.; roadbed 30 ft.; right-of-way 60 ft.; clearing limit 4 ft.

**CLASS 7: Projected Traffic - 400 ADT**

Surfaced traveled way 22 ft.; total shoulder width 4 ft.; roadbed 26 ft.; right-of-way 50 ft.; clearing limit 2 ft.

**CLASS 8**

Surfaced traveled way 12 ft. (one way); total shoulder width 8 ft.; roadbed 20 ft.; right-of-way 40 ft. clearing limit 2 ft.

**CLASS 9**

Surfaced traveled way **20 ft.** (rocked); total shoulder width 4 ft., but 0 ft. if exception is granted under Section 9-9.202 of this Code; roadbed **24 ft.**, right-of-way 40 ft.; clearing limit 2 ft.

**CLASS 10**

Surfaced traveled way **20 ft** (graded); total shoulder width 4 ft., but 0 ft. if exception is granted under Section 9-9.202 of this Code; roadbed **24 ft.**; right-of-way 40 ft.; clearing limit 2 ft.

**CLASS 11**

Surfaced traveled way 10 ft. (graded); total shoulder width **4 ft.**; roadbed 10 ft.; right-of-way 20 ft., where right-of-way is needed; **unobstructed horizontal clearing limit of fourteen (14) ft. and unobstructed vertical clearing limit of fifteen (15) ft.**

- (c) Roadway surfaces on classes of public and private roads (**Class 1 through Class 10, inclusive**), shall be **designed and maintained to support an imposed load of fire apparatus weighing at least 75,000 pounds as required by Vehicle Code Sections 35250, 35550, and 35750. Roadway surfaces shall provide an all-weather aggregate base. All bridges, culverts, and other appurtenant structures which supplement the roadway bed or shoulders shall be constructed to carry at least the maximum load and provide the minimum vertical clearance as required by Vehicle Code Sections 35250, 35550, and 35750. Applicant shall provide engineering specifications to support design, if requested by the County Engineer.**
- (d) **Class 11 roadways (residential driveways) shall be designed to support an imposed load of fire apparatus weighing at least 40,000 pounds as required by Vehicle Code Sections 35250, 35550, and 35750. Driveway surfaces shall provide an all-weather base.**
- (e) All roadways shall provide a minimum vertical clearance of 15 ft.

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by Ord. 87-668, eff. July 9, 1987, and § 1, Ord. 91-762, eff. December 13, 1991, and § 1, Ord. 92-783, eff. July 9, 1992, and § 1, Ord. 93-802, eff. March 4, 1993, and § 3, Ord. 02-975, eff. October 2, 2002)

#### **Sec. 9-4.502. Turnouts.**

Turnouts shall be a minimum of **twelve (12')** wide and thirty (30') feet long with a minimum twenty-five (25') foot taper on each end.

(§ 1, Ord. 91-762, eff. December 13, 1991)

#### **Sec. 9-4.503. Turnarounds.**

- (a) The turnaround area at the end of dead-end roads shall be improved with subbase and base as required by the road classification for a diameter of eighty (80') feet and shall be provided with shoulders as required for the class of road served. The turnaround area at the end of dead-end paved roads shall be paved for a diameter of sixty (60') feet. Right-of-way for turnarounds shall be a minimum diameter of twenty (20') feet more than the diameter of the required surfaced area and shoulder.
- (b) T turnarounds
  - (1) T turnarounds shall be permitted at the end of driveways.
  - (2) T turnarounds may be permitted through an exception granted as provided in Section 9-9.202 of Article 2 of Chapter 9 of Title 9 of this Code.
  - (3) The top of the "T" of a T turnaround shall be at least sixty (60') feet long.
  - (4) The components of a T turnaround shall be no narrower than the roadway which serves it and shall be constructed to the same standards.
  - (5) The top of the "T" of a T turnaround at the end of a driveway shall be no narrower than twenty (20') feet and shall be constructed to the same standard as the driveway.
- (c) Provisions shall be made for adequate snow storage areas at cul-de-sacs or turnarounds. These areas shall be free of above ground utility equipment and driveways. The areas shall be a minimum of thirty (30') feet wide by twenty (20') feet deep and be located behind surface drainage improvements.

(§ 1, Ord. 91-762, eff. December 13, 1991, as amended by § 1, Ord. 92-783, eff. July 9, 1992, and § 2, Ord. 93-802, eff. March 4, 1993)

## **Article 6. Road Specifications**

### **Sec. 9-4.601. Public and Private Road Specifications.**

- (a) Public and private roads shall be built or improved to the specifications set forth in this Article.
- (b) Any developer, person, or organization that offers for dedication to the public any road shall first improve the road according to these specifications. If new road specifications are enacted after approval of a development, those specifications in effect at the time of approval of the development shall apply.
- (c) Roads within or required to serve any development which are not offered for dedication to the public shall be improved by the developer according to the standards for their class and to these specifications. If new road specifications are enacted after approval of a development, those specifications in effect at the time of approval of the development shall apply.

(§ 1, Ord. 87-662, eff. June 4, 1987)

### **Sec. 9-4.602. Right-of-way.**

The width of right-of-way of all roads outside of the incorporated limits of any city in the County shall be as set forth in Article 5 of this chapter. Additional width may be required to accommodate cuts and fills.

(§ 1, Ord. 87-662, eff. June 4, 1987)

### **Sec. 9-4.603. Clearing of the right-of-way.**

The width of clearing of the right-of-way shall be the width of the roadbed plus the width of cuts and fills plus the clearing limit, all as set forth in Article 5 of this chapter, except that public safety may require the removal of dead or dying trees beyond the limits of construction. The minimum clearing limit may be waived for the preservation of individual trees that are of exceptional size or beauty, but under no circumstance will any trees be allowed within three (3') feet of the edge of traveled way. All due consideration shall be given to the protection of trees from damage during construction. In flat land, the clearing limit shall be measured from the bottom of the ditch. Disposal of flammable vegetation and fuels removed during road construction shall be completed before completion of road construction.

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

### **Sec. 9-4.604. Design standards.**

- (a) The widths of roadbeds, shoulders, pavement and clearing limits shall be set forth in Article 5 of this chapter, dependent upon the classification of the road and projected ADT.
- (b) In addition, the requirements set forth in this section shall be met.
- (c) The roadbed shall be in the center of the right-of-way except where excess width of right-of-way is required to accommodate cuts or fills, or where in the opinion of the Director of Public Works topography precludes the desirability of the required coincidence, or where it is desirable to preserve individual trees of exceptional size or beauty.
- (d) The geometric design of roadbeds shall be such as to accommodate a minimum speed of twenty-five (25) miles per hour, except the minimum design speed for rocked surfacing shall be fifteen (15) miles per hour and the minimum design speed for major thoroughfares shall be thirty to fifty (30-50) miles per hour, in accordance with



engineering practice. An additional surface width of four (4') feet shall be added to curves of fifty to one hundred (50-100') feet radius, and two (2') feet shall be added to curves of 100 to 200 feet radius.

- (e) The length of vertical curves in roadways, exclusive of gutters, ditches, and drainage structures designed to hold or divert water, shall not be less than 100 feet.
- (f) Roadway grades shall not exceed seven (7%) percent for public roadways and thirteen (13%) percent for private roadways, except with written permission of the Director of Public Works and either the chief of the appropriate structural fire protection agency or, if the roadway is not within the boundaries of such an agency, the County Fire Warden. Roadway grades shall not exceed sixteen (16%) percent.
- (g) All gutters, drains, culverts and bridges shall be installed as shown on the approved plans. **All bridges, culverts, and other appurtenant structures which supplement the roadway bed or shoulders shall be constructed to carry at least the maximum load and provide the minimum vertical clearance as required by Vehicle Code Sections 35250, 35550, and 35750, with a minimum design vehicle loading as per the American Association of State and Highway Transportation Officials Standard Specifications for Highway Bridges, 17<sup>th</sup> Edition, published 2002 (known as AASHTO HB-17), hereby incorporated by reference.** All drainage facilities shall have a minimum longitudinal grade of one-quarter (0.25%) percent.
- (h) Cut sections shall have a three to one (3:1) side slope between the outer shoulder edge and flow line of the side ditch, and cut and fill slopes shall be two to one (2:1) except where the condition of a cut in rock can be shown to be stable at steeper slopes, in which case the approval of the Director of Public Works shall be required.
- (i) The maximum length of dead-end roads, including all dead-end roads accessed from that dead-end, shall not exceed the following cumulative lengths regardless of the number of parcels served:

Parcels zoned for less than one acre .....	800 feet
Parcels zoned for 1 acre to 4.99 acres.....	1,320 feet
Parcels zoned for 5 acres to 19.99 acres .....	2,640 feet
Parcels zoned for 20 acres or larger .....	5,280 feet

- (1) All lengths shall be measured from the edge of the roadway surface at the intersection that begins the road to the end of the road surface at its farthest point. Where a dead-end road crosses areas of differing zoned parcel sizes, requiring different length limits, the shortest allowable length shall apply.
- (2) Where parcels are zoned five (5) acres or larger, turnarounds shall be provided at a maximum of 1,320 foot intervals.
- (3) Each dead-end road shall have a turnaround constructed at its terminus.
- (j) The roadbed shall have the necessary base material placed and compacted for the full roadbed width, and shall be surfaced for the entire length of the road for a width as set forth in Article 5 of this chapter.
- (k) All Class 8 Roads shall connect to a two-lane roadway at both ends, shall not exceed 2,640 feet in length, and shall have a turnout constructed at the approximate midpoint.
- (l) Class 11 Driveways exceeding 150 feet, but no more than 800 feet, shall provide a turnout near the midpoint of the driveway. Where a Class 11 Road exceeds 800 feet, turnouts shall be provided no more than 400 feet apart. A turnaround shall be provided at all building sites on driveways over 300 feet in length and shall be within fifty (50) feet of



the building.

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991; § 1, Ord. 92-783, eff. July 9, 1992, and § 2, Ord. 02-975, eff. October 2, 2002)

#### **Sec. 9-4.605. Inspection.**

Each phase of construction must be inspected by a representative of the Department of Public Works. The phases of construction are: Clearing, grading, subbase, base and paving or surfacing. When the contractor or developer requires such inspection, he shall notify the Department of Public Works of his requirement in writing or by telephone call not less than five (5) working days prior to the time that he would like to have the inspection made, and in advance of starting his next phase of construction. Inspection will be made within three (3) working days after completion of the construction phase requiring inspection.

Written reports on the results of the inspection will be available to all parties concerned within thirty-six (36) hours after the field inspection is made. The contents of the report shall be defined by the Engineering Station, or relationship to street or highway intersections if stationing is not available.

(§ 1, Ord. 87-662, eff. June 4, 1987)

#### **Sec. 9-4.606. Construction standards.**

The structural section of the roadbed shall conform to the following thicknesses, or alternative thicknesses, utilizing the California Design Method (R values) and approved by the Director of Public Works:

- (a) **Clearing of the right-of-way.** All objectionable material shall be removed from that portion of the right-of-way to be utilized for construction, including but not exceeding the clearing width set forth in Article 5 of this chapter.
- (b) **Subgrade.** Fill shall be placed and compacted in layers not to exceed eight (8") inches thick. Large boulders, lumps of earth, and other unsuitable materials that will interfere with proper grading and compaction shall be removed and disposed of. Fill material shall be moistened so that a relative compaction of at least ninety (90%) percent is attained. The subgrade shall be crowned two (2%) percent for cross drainage, or as directed by the Director of Public Works.
- (c) **Culverts.** Necessary culverts shall be installed before applying subbase or base rocks, and the backfill shall be compacted to a relative compaction of at least ninety (90%) percent. The minimum size of culvert shall be eighteen (18") inch by eleven (11") inch arch, or fifteen (15") inch round. If concrete culvert pipe is used, that part under the roadbed must be the reinforced heavy wall type. Culverts shall have a minimum cover of twelve (12") inches below the surface. Culverts shall be located and sized in conformance with an engineered drainage plan for the road and shall be constructed to carry the maximum load and provide the minimum vertical clearance as required by Vehicle Code Sections 35250, 35550, and 35750, with a minimum design vehicle loading as per the American Association of State Highway and Transportation Officials (AASHTO) Standard Specifications for Highway Bridges, 17<sup>th</sup> Edition, published 2002 (known as AASHTO HB-17), hereby incorporated by reference. All drainage facilities shall have a minimum longitudinal grade of one-quarter.
- (d) **Subbase course.** The subbase course shall be not less than six (6") inches thick and shall extend for the full graded width of the roadbed and for the entire length of the road. It shall consist of aggregate that meets the following specifications and shall be compacted

(rolled) to ninety-five (95%) percent relative compaction.

<u>Size</u>	<u>Percentage of Passing</u>
3 inches	90-100
1-1/2 inches	85-100
3/4 inches	50-85
No. 200	2-9

If preliminary tests show an absence of any rock larger than one and one-half (1-1/2") inches in the subbase material, the full eight (8") inches of aggregate may be constructed of the one and one-half (1-1/2") inch material.

- (e) **Base course.** The course shall have a minimum thickness of two (2") inches and shall extend for the full graded width of the roadbed and for the entire length of the street or highway. It shall consist of aggregate that meets the following specifications, and shall be compacted (rolled) to ninety-five (95%) percent relative compaction.

<u>Size</u>	<u>Percentage of Passing</u>
1 in.	100
3/4 in.	87-100
No. 4	30-60
No. 30	5-35
No. 200	2-9

The base course may be eliminated if the subbase course is eight (8") inches thick and is composed of minus one and one-half (1 1/2") inches aggregate.

- (f) **Prime coat.** The grading plane after proper preparation shall be primed with at least one coat of MC-250 or SC-70, as approved by the Director of Public Works, or equivalent unless waived by the Director of Public Works. Application shall be at one-quarter (0.25 gal/sq yard) gallons per square yard, applied at a minimum temperature of 150 degrees F and an air temperature of not less than 65 degrees F. The prime coat shall be let penetrate until the surface is dry.
- (g) **Paving.** Asphalt concrete material shall be applied in two separate equal depth lifts. Each lift shall be to a compacted depth of 0.13 feet (0.0396 meters). The total depth of asphalt concrete shall be a minimum of 0.26 feet (3.12 inches or 0.0792 meters) when compacted to 95% relative compaction. The paving material shall consist of Type B three-fourths inch (3/4") maximum medium aggregate, with AR2000 Grade paving asphalt. All material and application shall conform to Section 39 of the California Standard Specifications for Highways. Any variation of these requirements must be approved by the Public Works Director.
- (h) **Class 9 Roads.**
- (1) For roads of Class 9, rock base material for construction shall be of Class 2 aggregate base as established by the State of California, Department of Transportation specifications.
  - (2) Road compaction shall be accomplished by wetting and rolling the surface course to obtain a dense smooth surface. Where the natural road material and subgrade is of a structural or quality which essentially conforms to the above specifications, the

Director of Public Works or his designated representative may allow the construction with local natural materials. In all cases the roadway shall be graded, compacted and built up to provide positive drainage off the roadway with necessary ditches and with engineered culverts at low points to carry storm water along and under the road.

- (3) Other than as set forth in (1) and (2) above, the standards as set forth for other road classes shall be met.
  - (i) **Field testing costs.** Field testing costs which arise from construction or improvements resulting from a development shall be borne by the developer.
  - (j) **Conformance with State specifications.** Unless otherwise noted in these specifications, all materials and construction methods shall conform to the current California State standard specifications for highways.
- (§ 1, Ord. 87-662, eff. June 4, 1987; as amended by § 1, Ord. 96-874, eff. December 5, 1996)

**Sec. 9-4.607. Improvements to existing roads.**

- (a) All developments directly benefited by a precise planned road other than a major thoroughfare must:
  - (1) Dedicate right-of-way on-site as necessary to conform to the appropriate standard; and
  - (2) Pay into the County Road Fund a sum of money equal to the prorated share of the benefit received by the road; or
  - (3) Construct a portion or all of the road; or
  - (4) A combination of (2) and (3) above.
- (b) The prorated share of the benefit received by the road shall be calculated in one of the following ways:
  - (1) The prorated share shall equal the predicted traffic volume on the road arising from the development divided by the projected traffic volume for the road and multiplied by the cost of improvement of the road to the standards for its class, as set forth in Article 5 of this chapter.
  - (2) The prorated share shall equal the predicted traffic volume on the road arising from the development divided by the existing traffic volume for the road and multiplied by the cost of improvement of the road to the minimum standards for its class, as set forth in Article 5 of this chapter.
  - (3) The prorated share for development in Commercial, Industrial or Recreation Areas shall equal the acreage of the development divided by the Commercial, Industrial and Recreation Area acreage served by the road multiplied by the cost of improvement of the road to the minimum standards for its class, as set forth in Article 5 of this chapter, after the cost of improving the road to the minimum standards for the class it would be if it did not serve any Commercial, Industrial or Recreation Areas is subtracted from the cost of improving the road to the minimum standards for its class. This hypothetical classification shall be based upon the projected traffic volume for the road and the provisions of Article 4 of this chapter.
  - (4) The prorated share shall equal the predicted traffic volume on the road arising from the development divided by the projected traffic volume for the road and multiplied by the cost of improvement of the road to the minimum standards for its class, as set forth in Article 5 of this chapter, based upon a specific traffic analysis for the development and roads in the area.



## Article 9. Access

### Sec. 9-4.901. Access.

All developments must have access as required by the General Plan.

(§ 1, Ord. 87-662, eff. June 4, 1987)

### Sec. 9-4.902. Towns.

- (a) All developments in **Town boundaries** shall have access by a paved roadway maintained year-round by the State, County or a private association.
- (b) All internal roadway systems in developments shall be paved and improved to the standards for their class.
- (c) Parking lots, whether providing on-site parking or independent of other uses, shall be paved.
- (d) All developments shall make provisions for access to any adjacent lands which are not served by or shown on a planned roadway alignment to be served by another paved public roadway.

(§ 1, Ord. 87-662, eff. June 4, 1987)

### Sec. 9-4.903. Communities and Rural Places.

- (a) Roads **within Community and Rural Place boundaries** serving Commercial and Industrial parcels shall be paved before issuance of building permits for those parcels.
- (b) (1) All parcels within developments in Suburban **Residential** Areas shall be served by paved maintained roads designed and constructed to County Public Road Standards.  
(2) In all developments in Suburban **Residential** Areas, provision shall be made for future access to roads from adjacent **Communities and Rural Places**.
- (c) All parcels within developments in Secondary Suburban **Residential** Areas shall be served by a paved, maintained County road or State highway or by a public or private road connected to a paved, maintained County road or State highway.
- (d) All parcels within developments in Rural **Residential** Areas shall be served by a public or private road connecting to a paved maintained County road or State highway.

(§ 1, Ord. 87-662, eff. June 4, 1987)

### Sec. 9-4.904. Limited Access Rural Residential.

- (a) All developments shall have legal access by means of Forest Service roads, private road easements or public roads.
- (b) All parcels within developments shall be provided access by a roadway.
- (c) If roads are not in existence, they shall be provided before development.
- (d) Legal access by means of Forest Service roads is:
  - (1) Access by a Forest Development Transportation System Road if rights-of way exist across all private lands to a County Road or a State Highway.
  - (2) Access by a non-system road of National Forest Lands if a use permit is issued by the Forest Service.

(§ 1, Ord. 87-662, eff. June 4, 1987)

### Sec. 9-4.905. Forest Service roads.

Forest Service roads do not satisfy access requirements for developments outside Limited Opportunity Areas except where a development has an irrevocable right to use the road.

(§ 1, Ord. 87-662, eff. June 4, 1987)

**Sec. 9-4.906. Identification.**

- (a) All access roads shall be marked with a sign approved by the Director of Public Works.
- (b) All lots shall be identified by a street address assigned by the Planning Director.
- (c) Road signs shall be located at intersections of roads.
- (d) Signs identifying traffic access or flow limitations shall be placed:
  - (1) At the intersection preceding the traffic access limitation; and
  - (2) No more than 100 feet before the traffic access limitation.

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.907. Bridges.**

- (a) The traveled way of bridges shall be the same as the traveled way of the road serving each end, except as set forth in (b) below.
- (b) The traveled way of bridges may be the same as one traffic lane of the road serving each end if:
  - (1) The road is a Class 7, 9, 10 or 11 Road, with an ADT of less than 200; and
  - (2) The bridge is no longer than 330 feet; and
  - (3) The entire bridge and the road at both ends are visible from on the bridge and both ends in a manner which would permit a driver to ascertain whether or not the bridge can be safely entered and crossed.
  - (4) Warning signs reading "One-Lane Bridge 90 Feet" shall be installed thirty (30) yards from each end of the bridge.
  - (5) Turnouts shall be provided at both ends of the bridge.
- (c) Bridges shall **be provided with appropriate signs, including but not limited to weight or vertical clearance limitations, one-way road or single lane conditions of each bridge.** The signs shall be clearly visible and be installed thirty (30) yards from each end of the bridge.
- (d) **Where a bridge or an elevated structure is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with the American Association of State and Highway Transportation Officials Standard Specifications for Highway Bridges, 17<sup>th</sup> Edition, published 2002 (known as AASHTO HB-17), hereby incorporated by reference. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at both entrances to bridges when required by the Director of Public Works. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not designed for such use, barriers, or signs, or both, as approved by the Director of Public Works, shall be installed and maintained.**

(§ 1, Ord. 87-662, eff. June 4, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

## **CHAPTER 8. STREET ADDRESS SYSTEM**

### **Article 1. Purposes and Application**

#### **Sec. 9-8.101. Purposes.**

The provisions of this chapter are adopted to implement the General Plan by providing for the identification of all lots by an address and to thereby facilitate provision of emergency services and utilities, and avoid delays in response, thus promoting the public health, safety, and general welfare.

(§ 1, Ord. 87-674, eff. October 8, 1987)

#### **Sec. 9-8.102. Application.**

The application of the provisions of this chapter shall be held to be only the minimum requirements for the promotion of the public health, safety and general welfare.

(§ 1, Ord. 87-674, eff. October 8, 1987)



## Article 2. Definitions.

### Sec. 9-8.201. Scope.

For the purposes of this chapter, unless otherwise apparent from the context, certain words and phrases used in this chapter are defined in this article.

(§ 1, Ord. 87-674, eff. October 8, 1987)

### Sec. 9-8.202. Dead-end road.

"Dead-end road" shall mean a road that has only one point of vehicular access to a State highway or major thoroughfare; and shall include looped roads **and cul-de-sacs** which have only one point of access, immediately or ultimately, to a State highway or major thoroughfare.

(§ 1, Ord. 91-762, eff. October 3, 1991)

### Sec. 9-8.203. Internal roadway.

"Internal roadway" shall mean a roadway within a property which is not a street and which provides access to functionally independent units of a residential, commercial, industrial or other complex.

(§ 1, Ord. 87-674, eff. October 8, 1987)

### Sec. 9-8.204. Roads, streets, private lanes.

**"Roads, streets and private lanes" shall mean vehicular access to more than one parcel; access to any industrial or commercial occupancy; or vehicular access to a single parcel with more than two buildings or more than four or more dwelling units.**

### Sec. 9-8.205. Roadway.

"Roadway" shall mean any surface designed, improved, or ordinarily used for vehicle travel including **bridges, culverts, and other** appurtenant structures **which supplement the roadway bed or shoulders.**

(§ 1, Ord. 91-762, eff. December 13, 1991)

### Sec. 9-8.206. Street.

"Street" shall mean any legally established access easement which provides a primary means of access to property or a County road, a State highway or a Forest Service System road.

(§ 1, Ord. 87-674, eff. October 8, 1987)

### Sec. 9-8.207. Street address.

"Street address" shall mean a locational identification comprised of a systematically determined number, a road identification, and a locality identification.

(§ 1, Ord. 87-674, eff. October 8, 1987)

### Sec. 9-8.208. Street address system.

"Street address system" shall mean a method for the logical allocation of the numerical component of a street address and may include provisions for the determination of road identification or locality identification or both.

(§ 1, Ord. 87-674, eff. October 8, 1987)

### **Article 3. Street Address System**

#### **Sec. 9-8.301. Establishment.**

The Planning Director shall establish a street address system for the County which may include independent street address systems for specific localities.

(§ 1, Ord. 87-674, eff. October 8, 1987)

#### **Sec. 9-8.302. Establishment by ordinance.**

The Board may establish by ordinance individual street address systems for specific localities.

(§ 1, Ord. 87-674, eff. October 8, 1987)

#### **Sec. 9-8.303. Allocation of street addresses.**

Within any street address system, the allocation of street addresses to properties, portions of properties, buildings, portions of buildings or as otherwise may be determined necessary shall be made by the Planning and Development Agency.

(§ 1, Ord. 87-674, eff. October 8, 1987)

#### **Sec. 9-8.304. Locality identification.**

(a) The Planning Director shall identify the locality for the street addresses within each street address system he establishes.

(b) An ordinance establishing a street address system shall identify the locality for the street addresses within such system.

(§ 1, Ord. 87-674, eff. October 8, 1987)

## Article 4. Posting

### Sec. 9-8.401. Required.

Where a street address system has been established, the placement of numbers shall be required as provided for by this article.

(§ 1, Ord. 87-674, eff. October 8, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

### Sec. 9-8.402. Notices.

Upon adoption of an ordinance establishing a street address system, the Planning Director shall notify by mail the owners of all properties within the street address system of a street address allocated to each property, of the possibility of the allocation of additional street addresses if needed, and of the requirements for the placement of numbers.

(§ 1, Ord. 87-674, eff. October 8, 1987)

### Sec. 9-8.403. Placement of numbers.

- (a) The numbers of a street address shall be affixed to the building to which allocated. **Accessory buildings will not be required to have a separate address, however each dwelling unit or business within a building shall be separately identified.**
- (b) The numbers of an allocated street address which are affixed to a building shall be clearly visible and legible from the street which provides access to the property, except that, if the building is provided access by an internal roadway, the numbers shall be clearly visible and legible from the internal roadway.
- (c) The numbers of an allocated street address which are affixed to a building or to a street address sign shall be in Arabic numerals.
- (d) It shall be the responsibility of the property owner to affix the numbers of an allocated street address.
- (e) The numbers of a street address shall be affixed within ninety (90) days after the mailing of the notice provided for in Section 9-8.402 of this article.
- (f) The numbers of a street address need not be affixed for a property which is unimproved and for which no use has been established.
- (g) Street addresses shall be affixed to buildings before January 1, 1992.
- (h) Street addresses shall be affixed to buildings before final inspection.

(§ 1 Ord. 87-674, eff. October 8, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

### Sec. 9-8.404. Street address signs.

- (a) A street address sign is a display of the numbers of an allocated street address by means other than affixture to a building.
- (b) The numbers of a street address shall be affixed to street address sign.
- (c) It shall be the responsibility of the property owner to affix the numbers of an allocated street address.
- (d) Street address signs shall be subject to the provisions of Section 9-2.416 of Article 4 of Chapter 2 of this title.
- (e) **Design.**
  - (1) The face area of a street address sign shall be that area within the boundary of a simple plane which encompasses all characters and intervening voids.
  - (2) The face area of a street address sign shall not exceed six (6) square feet except when it is necessary to accommodate additional minimum signage.
  - (3) Size of letters, numbers, and symbols for street address signs shall be a minimum

four (4") inch letter height, one half (1/2") inch stroke, reflectorized, contrasting with the background color of the sign.

- (4) The numbers for street address signs shall be in Arabic numerals.
- (5) Where multiple addresses are required at a single driveway, they shall be mounted on a single post.

(f) ***Location.***

- (1) All buildings shall have a permanently posted address, which shall be placed at each driveway entrance and visible from both directions of travel along the road.
  - (2) Addresses shall be visible and legible from the road on which the address is located.
  - (3) Address signs along one-way roads shall be visible from both the intended direction of travel and the opposite direction.
  - (4) Where a roadway provides access solely to a single commercial or industrial business, the address sign shall be placed at the nearest road intersection providing access to that site.
- (g) The street address sign shall be placed within fifteen (15) days after issuance of a building permit for a building.
- (h) Street address signs shall be placed for all improved properties before January 1, 1992.
- (§ 1, Ord. 87-674, eff. October 8, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-8.405. Uniform Fire Code.**

(§ 1, Ord. 87-674, eff. October 8, 1987, repealed § 1, Ord. 91-762, eff. December 13, 1991)

## **Article 5. Ordinances**

### **Sec. 9-8.501. Initiation.**

The Planning Director may recommend to the Board the adoption of ordinances establishing street address systems.

(§ 1, Ord. 87-674, eff. October 8, 1987)

### **Sec. 9-8.502. Preparation.**

The Planning Director shall prepare the ordinances for the establishment of street address systems.

(§ 1, Ord. 87-674, eff. October 8, 1987)

### **Sec. 9-8.503. Referral.**

Prior to action by the Board to adopt an ordinance establishing a street address system, the Planning Director shall refer the proposed ordinance to all entities which provide either emergency services or utilities within the subject area. Such entities shall be provided at least thirty (30) days in which to comment on the proposed street address system.

(§ 1, Ord. 87-674, eff. October 8, 1987)

### **Sec. 9-8.504. Hearings: Notices.**

- (a) The Board shall hold at least one public hearing before adopting an ordinance establishing a street address system.
- (b) Notice of the hearing shall be published in a newspaper of general circulation within the County at least ten (10) days before the hearing.
- (c) The notice shall include the date, time, and place of the hearing, shall identify the Board as the hearing body, and shall provide a general explanation of the matter to be considered and a general description of the area to be affected.

(§ 1, Ord. 87-674, eff. October 8, 1987)

## Article 6. Road Identification

### Sec. 9-8.601. Road identification.

#### (a) *State highways.*

- (1) State highways shall be identified by the sign route number, except as otherwise provided in this subsection.
- (2) Where a name is given for a State highway or a portion of a State highway by the exhibits of the most recent resolution establishing the mileage of maintained County roads, the highway or portion of the highway shall be identified by such name.
- (3) Where a name is not given as described in subsection (2) above this subsection, and where a name is given for a State highway or a portion of a State highway in a street address system, the highway shall be identified by such name.

#### (b) *County roads.*

- (1) County roads shall be identified by the name given by the exhibits of the most recent resolution establishing the mileage of maintained County roads, except as otherwise provided in this subsection.
- (2) Where no name is so given, a County road shall be identified by the sign route number.
- (3) Where no name is so given and there is no sign route number, a County road shall be identified by the road number given by the exhibits of the most recent resolution establishing the mileage of maintained County roads.

#### (c) *Forest Service roads.*

- (1) Forest Service roads shall be identified by the road number, except as otherwise provided in this subsection.
- (2) Where a name is given for a Forest Service road or a portion of a Forest Service road by the exhibits of the most recent resolution establishing the mileage of maintained County roads, the road or portion of the road shall be identified by such name.
- (3) Where a name is given for a Forest Service road or a portion of a Forest Service road by a recorded subdivision map or planned development permit, the road or portion of the road shall be identified by such name.
- (4) Where a name is not given as described in subsections (2) and (3) of this subsection, and where a name is given for a Forest Service road or a portion of a Forest Service road in a street address system, the road shall be identified by such name.

#### (d) *Private roads.*

- (1) Where a name is given for a private road or a portion of a private road by a recorded subdivision map or planned development permit, the road or portion of the road shall be identified by such name.
- (2) Where a name is not given for a private road or a portion of a private road by a recorded subdivision map or planned development permit, the road or portion of the road shall be identified by a name given by the Planning Director.

(§ 1, Ord. 87-674, eff. October 8, 1987)



**Sec. 9-8.602. Road signs.**

- (a) Before an approved subdivision map or planned development permit may be recorded, the County roads and private roads providing access thereto and therewithin shall be marked with signs which shall give the identification as determined pursuant to subsections (b) and (d) of Section 9-8.601 of this article: (b) identification, County roads, and (d), road identification, private roads.
  - (b) State highways and Forest Service roads within the area of an approved subdivision map or planned development permit shall be marked with signs which shall give the identification as determined pursuant to subsections (a) and (c) of Section 9-8.601 of this article before the subdivision map or planned development permit may be recorded.
  - (c) When the Public Works Department marks a road with a sign, that sign shall give the identification as determined pursuant to Section 9-8.601 of this article.
  - (d) A new or replacement sign marking a road within a street address system adopted by ordinance shall give the street address number of its location and shall indicate the direction in which street address numbers ascend.
  - (e) Size of letters, numbers, and symbols for road signs, shall be a minimum four (4") inch letter height, one-half (1/2") stroke, reflectorized, contrasting with the background color of the sign.
  - (f) Road signs shall be visible and legible from both directions of travel for a distance of at least 100 feet.
  - (g) The height of road signs shall be eight and one-half (8-1/2') feet.
  - (h) Signs shall be placed at intersections of roads.
- (§ 1, Ord. 87-674, eff. October 8, 1987, as amended by § 1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-8.603. Road names.**

- (a) New names for County or private roads shall not duplicate any road name in the County's jurisdiction. The differences in road name suffixes shall not be considered differences in road names.
- (b) A dead-end road less than 200 feet long which has no feasible possibility of future extension or connection may have the same name as the road which provides access to the dead-end road provided the cul-de-sac has a different suffix.
- (c) New names which are phonetic duplications or sound very similar to existing names shall be voided.
- (d) **Continuity.**
  - (1) The continuation of an existing road shall have the same name.
  - (2) If a road significantly changes direction for a substantial distance, and if the change is readily discernible on the road, the portions may have different names.
- (e) **Discontinuity.**
  - (1) Discontinuous roads shall have a different name for each portion, except as provided in subsection (2) of this subsection.
  - (2) If it is anticipated and feasible that portions of a discontinuous road may become continuous, the portions may have the same name, to which a locational affix may be appended.



## CHAPTER 9. SRA FIRE SAFE REGULATIONS

### Article 1. Purposes and Application

#### Sec. 9-9.101. Purposes.

The provisions of this chapter are to complete integration of the SRA Fire Safe Regulations into this Code and to specify those portions of this Code which implement those regulations **(California Code of Regulations, Title 14 Natural Resources, Division 1.5 Department of Forestry, Subchapter 2 SRA Fire Safe Regulations, Articles 1, 2, 3, 4, and 5, effective date January 1, 2016).**

(§ 1, Ord. 91-762, eff. December 13, 1991)

#### Sec. 9-9.102. Application.

The application of the provisions of this chapter and those portions of this Code which implement the SRA Fire Safe Regulations shall be held to be only the minimum requirements for the promotion of the public health, safety and general welfare.

(§ 1, Ord. 91-762, eff. December 13, 1991)

#### Sec. 9-9.103. Specification.

The portions of this Code which implement the SRA Fire Safe Regulations are:

- (a) Chapter 14 of Title 8;
- (b) Sections **9-2.216, 9-2.227.5, and 9-2.299.8** of Article 2 of Chapter 2 of Title 9;
- (c) Section 9-2.419 of Article 4 of Chapter 2 of Title 9;
- (d) Sections 9-2.1205, 9-2.1305, 9-2.1405, 9-2.1505, 9-2.1605, 9-2.1705, 9-2.1805, 9-2.1905, 9-2.2005, 9-2.2105, 9-2.2205, 9-2.2305, 9-2.2405, 9-2.2505, 9-2.2605, 9-2.2905, 9-2.3005, 9-2.3105, 9-2.3207, 9-2.3305, and 9-2.3405 of Chapter 2 of Title 9;
- (e) Sections 9-3.105 (m), 9-3.105 (n) **of Article 1 of Chapter 3**, and **9-3.315 and 9-3.301** of Article 3 of Chapter 3 of Title 9;
- (f) Sections **9-4.302, 9-4.307, 9-4.316, 9-4.318, 9-4.320, 9-4.323, 9-4.325, 9-4.326, 9-4.334, 9-4.343, 9-4.345, 9-4.348, 9-4.355, 9-4.362, 9-4.365, 9-4.366, and 9-4.367** of Article 3 of Chapter 4 of Title 9;
- (g) **Section 9-4.104 of Article 1 of Chapter 4 of Title 9;**
- (h) **Section 9-4.202 of Article 2 of Chapter 4 of Title 9;**
- (i) Sections 9-4.403 through 9-4.413, inclusive, of Article 4 of Chapter 4 of Title 9;
- (j) Sections 9-4.501 through 9-4.503 of Article 5 of Chapter 4 of Title 9;
- (k) Sections 9-4.601, and Sections 9-4.603 through 9-4.60**6** of Article 6 of Chapter 4 of Title 9;
- (l) Section 9-4.906 and 9-4.907 of Article 9 of Chapter 4 of Title 9;
- (m) Sections 9-4.1001 through 9-4.1006 of Article 10 of Chapter 4 of Title 9;
- (n) Chapter 8 of Title 9, commencing with Section 9-8.101;
- (o) Chapter 9 of Title 9, commencing with Section 9-9.101.

(§ 1, Ord. 91-762, eff. December 13, 1991, as amended by § 1, Ord. 92-783, eff. July 9, 1992)

## **Article 2. Exceptions**

### **Sec. 9-9.201. Purpose.**

The purpose of this article is to provide for exceptions from the provisions of this Code which implement the SRA Fire Safe Regulations in a manner consistent with the General Plan and public health, safety, and welfare, where the exceptions provide the same overall practical effect as these regulations towards providing defensible space. (§ 1, Ord. 92-783, eff. July 9, 1992)

### **Sec. 9-9.202. Exceptions.**

- (a) Exceptions from the provisions of Title 9 of this Code which implement the SRA Fire Safe Regulations may be made through a planned development permit. The provisions of this section shall apply in addition to those of Section 9-2.702 of Article 7 of Chapter 2 of Title 9 of this Code.
  - (b) Exceptions from the provisions of Chapter 4 of Title 9 of this Code commencing with Section 9-4.101, which implement the SRA Fire Safe Regulations may be made through a modification permit. The provisions of this section shall apply in addition to those of Section 9-4.202 of Article 2 of Chapter 4 of Title 9 of this Code.
  - (c) Exceptions from the provisions of Chapter 2 of Title 9 of this Code commencing with Section 9-2.101, which implement the SRA Fire Safe Regulations may be made through a variance. The provisions of this section shall apply in addition to those of Article 8 of Chapter 2 of Title 9 of this Code, commencing with Section 9-2.801.
  - (d) Exceptions from the provisions of Chapter 8 of Title 9 of this Code commencing with Section 9-8.101 may be made by the Planning Director after consultation with the Headquarters of the Ranger Units of the California Department of Forestry and Fire Protection which administer State Responsibility Area fire protection in Plumas County and Fire Protection and the local fire protection entity.
  - (e) Exceptions from the provisions of Title 8 of this Code which implement the SRA Fire Safe Regulations may be made by the Building Official after consultation with the Headquarters of the Ranger Units of the California Department of Forestry and Fire Protection which administer State Responsibility Area fire protection in Plumas County and the local fire protection entity.
  - (f) In addition to what is otherwise required, applications for exceptions from the provisions of this Code which implement the SRA Fire Safe Regulations shall:
    - (1) State the specific sections from which an exception is requested;
    - (2) Provide material facts supporting the exception;
    - (3) State the details of the exception or mitigation proposed as providing the same practical effect as the section from which an exception is requested; and
    - (4) Provide a map showing the proposed location and siting of the exception or mitigation.
  - (g) When a hearing is required for an exception, notice of the hearing shall be given to the Headquarters of the Ranger Units of the California Department of Forestry and Fire Protection which administer State Responsibility Area fire protection in Plumas County and to the appropriate local fire protection entity in a manner consistent with the provisions of Article 11.5 of Chapter 2 of Title 9 of this Code, commencing with Section 9-2.1151.
  - (h) In granting an exception, a finding shall be made that the exception provides the same overall practical effect as the section from which it is granted.
- (§ 1, Ord. 91-762, eff. December 13, 1991, as amended by § 1, Ord. 92-783, eff. July 9, 1992)

### **Article 3. Appeals**

#### **Sec. 9-9.301. Authorized.**

Decisions on exceptions from the sections of this code which implement the SRA Fire Safe Regulations may be appealed in writing to the Board, within ten (10) days after the decision 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 any hearing held for an exception or who presented written testimony for that hearing, or who may be adversely affected by the decision;
- (c) Such other person whom the Board determines to have been adversely affected by the decision; or
- (d) Any interested County department head, the Headquarters of the Ranger Units of the California Department of Forestry and Fire Protection which administer State Responsibility Area fire protection in Plumas County, local fire protection entity.

(§ 1, Ord. 91-762, eff. December 13, 1991)

#### **Sec. 9-9.302. Filing: Fees.**

Appeals shall be initiated by filing a written notice of appeal with the Clerk of the Board, paying the fee therefore, and stating in the written notice of appeal the reasons why the decision on the exception should be amended, modified, or reversed. Such reasons shall be based upon the evidence presented at the original hearing or upon evidence presented to the Planning Director or Building Official at the time of his decision, or shall be based on evidence of adverse effects on the appellant, if not the applicant, of the decision. The failure of the appellant to present such reasons shall be deemed cause for the denial of the appeal.

(§ 1, Ord. 91-762, eff. December 13, 1991)

#### **Sec. 9-9.303. Hearings: Notices.**

Notices of hearings on appeals from decisions on exceptions from the sections of this Code which implement the SRA Fire Safe Regulations shall be given by the Clerk of the Board, as provided in Article 11.5 of Chapter 2 of Title 9 of this Code, commencing with Section 9-2.1151, with the appellant considered to have filed a written request for notice as provided for in Section 9-2.1153 of that article.

(§ 1, Ord. 91-762, eff. December 13, 1991)

#### **Sec. 9-9.304. Jurisdiction of the Board of Supervisors.**

The Board may assume the jurisdiction of any matter which may be decided by the Zoning Administrator or the Commission by a simple majority vote of the quorum at any time prior to a decision. Upon the assumption of jurisdiction by the Board, a hearing shall be scheduled and notice shall be given by the Clerk of the Board as provided in Article 11.5 of Chapter 2 of this Title. (§ 1, Ord. 91-762, eff. December 13, 1991)

#### **Sec. 9-9.305. Findings.**

If an appeal made under this Article is granted the Board shall make findings that the decision meets the intent of providing defensible space consistent with the SRA Fire Safe Regulations. The findings shall include a statement of reasons for the decision. A written copy of the findings shall be provided to the Headquarters of the Ranger Units of the California Department of Forestry and Fire Protection which administer State Responsibility Area fire protection in Plumas County. (§ 1, Ord. 91-762, eff. December 13, 1991)

## **Article 5. Nonconforming Uses**

### **Sec. 9-9.501. Purpose.**

The purpose of this article is to regulate uses which were lawfully established before the adoption of the portions of this Code which implement the SRA Fire Safe Regulations.

(§ 1, Ord. 92-783, eff. July 9, 1992)

### **Sec. 9-9.502. Application.**

The provisions of Article 5 of Chapter 2 of Title 9 of this Code, commencing with Section 9-2.501, shall apply to uses governed by those portions of this Code which implement the SRA Fire Safe Regulations.

(§ 1, Ord. 92-783, eff. July 9, 1992)



## Article 10. Emergency Water for Fire Protection

### Sec. 9-4.1001. Application.

- (a) When a community water system is required for land division, the requirements of this article shall be satisfied before completion of road construction
- (b) When individual water systems are required for land division, the requirements of this article shall be satisfied before final inspection for building construction.
- (c) Provisions of this article shall not apply to construction within land divisions approved before adoption of this article.

(§1, Ord. 91-762, eff. December 13, 1991)

### Sec. 9-4.1002. Water

- (a) Developments **located within the boundaries of any Towns, as identified in the General Plan**, shall be served by a community water system with adequate water, volume, pressure and storage capacity. **Water systems equaling or exceeding the National Fire Protection Association (NFPA) 1142, "Standard on Water Supplies for Suburban and Rural Fire Fighting, 2012 Edition, hereby incorporated by reference, and California Fire Code, California Code of Regulations Title 24, Part 9, shall be accepted as meeting these requirements. Such emergency water may be provided in a fire agency mobile water tender, or naturally occurring or man-made containment structure, as long as the specified quantity is immediately available. Nothing in this article prohibits the combined storage of emergency wildfire and structural firefighting water supplies unless so prohibited by local ordinance or specified by the local fire agency. Where freeze protection is required by local jurisdictions having authority, such protection measures shall be provided.**
- (b) Developments **not located within Towns** shall provide 2,500 gallons of water for emergency fire protection per dwelling unit, with approved provisions for fire engine filling or an approved water system of equal capacity immediately available. **Such protection shall be installed and made serviceable prior to and during the time of construction except when alternative methods of protection are provided and approved by representatives of the Building Official and the local fire protection entity.**
- (c) Developments **not located within Towns** may provide water systems that meet or exceed the standards set forth in Section 1275.10 of the SRA Fire Safe Regulations in lieu of the requirements set forth in subsection (b) of this section.

(§1, Ord. 91-762, eff. December 13, 1991)

### Sec. 9-4.1003. Hydrants.

- (a) Where hydrants or fire valves are required, they shall be located eighteen (18") inches above grade, eight (8') feet from flammable vegetation, no closer than four (4') feet nor farther than twelve (12') feet from a roadway, and in a location where fire apparatus using it will not block the roadway.
- (b) Hydrants serving buildings shall not be less than fifty (50') feet nor more than one-half (1/2) mile by road from the building served and shall be located at a turnout or turnaround along the driveway of the building served or along the road that intersects with that driveway.
- (c) Hydrant heads shall be brass with two and one-half (2-1/2") inch National Hose male thread with cap for pressure or gravity flow systems and four and one-half (4-1/2") inch

for draft systems. Hydrants shall be wet or dry barrel as required by the delivery system. Hydrants shall have crash protection as required by the local fire protection entity.  
(§1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.1004. Signing of water sources.**

- (a) Hydrants and fire valves and access to water located along a driveway shall be identified by a reflectorized blue marker with a minimum dimension of three (3") inches on the street address sign, mounted on a fire retardant post.
- (b) Hydrants and fire valves and access to water located along a road shall be identified by a reflectorized blue marker with a minimum dimension of three (3") inches, mounted on a fire retardant post. The sign post shall be within three (3') feet of the hydrant or fire valve. The sign shall be no fewer than three (3') feet nor more than five (5') feet above ground. The sign shall be horizontal and visible from the driveway.
- (c) Hydrants and fire valves and access to water may be identified as specified in the State Fire Marshal's Guidelines for Fire Hydrant Markings Along State Highways and Freeways, May 1988, in lieu of the methods described above.

(§1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.1005. Accessibility.**

Emergency water for fire protection shall be available for use within twelve (12') feet of a driveway or road.

(§1, Ord. 91-762, eff. December 13, 1991)

**Sec. 9-4.1006. Inspection.**

Inspection of community water systems shall be made by a representative of the Department of Public Works. Inspections of individual water systems shall be made by representatives of the Building Official and the local fire protection entity. When the contractor or developer requires such inspection, he shall notify the appropriate department in writing or by telephone call not less than five (5) working days prior to the time that he would like to have the inspection made, and in advance of starting his next phase of construction. Inspection will be made within three (3) working days after completion of the construction phase requiring inspection.

Written reports on the results of the inspection will be available to all parties concerned within thirty-six (36) hours after the field inspection is made.

(§1, Ord. 91-762, eff. December 13, 1991)





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COUNTY OF PLUMAS

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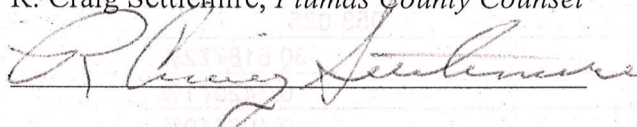
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June 1, 2017

**INTEROFFICE MEMORANDUM**

**TO:** Honorable Board of Supervisors, County of Plumas

**FROM:** R. Craig Settlemyre, *Plumas County Counsel*  


**SUBJECT:** Property Tax Transfer Negotiations – Plumas LAFCo File No. 2016-ANNX-001  
Broussard annexation to Chester Public Utility District  
(For the meeting June 13, 2017)

**Background:**

Kacie and Travis Broussard applied to Plumas County LAFCo ("LAFCo") for the annexation of approximately 50.40 acres consisting of two (2) parcels located to the north of the Martin Ranch Subdivision at Chester, California, to the Chester Public Utility District (the "District" or "CPUD") for water, sanitary sewer, street lighting, and fire protection and emergency medical services. (See Attachment "A" for a copy of the LAFCo application for changes in organization.)

**Applicable Law:**

Sections 99 and 99.01 of the Revenue and Taxation Code (see Attachment "B") provide that in the event of an annexation ("jurisdictional change") that will result in a special district providing services to an area where those services have not been previously provided, the local agencies receiving property tax revenue are to enter into negotiations for the possible exchange of property tax revenue from the property tax increment with the agency providing the new services. The tax assessor is required to identify the assessed valuations and tax rate areas (TRAs) for the area to be annexed and the auditor is to notify the local agencies of the amount of, and the allocation factors with respect to the property tax, for that area.

Once the auditor has provided the data, the local agencies then have ninety (90) days to conduct their negotiations. If the negotiations result in an agreement, the affected local agencies receiving property from the area to be annexed are to adopt resolutions approving the agreement



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and forward the same to LAFCo. If the negotiations do not result in an agreement, the annexation does not go forward.

The subject territory is contained in one tax rate area (“TRA”) with the *ad valorem* property tax generated by such TRAs allocated as follows:

Jurisdiction	TRA 053-035
Plumas County	30.818772%
Flood Control	0.342071%
Chester Cemetery	0.490510%
Education	0.150755%
Plumas Unified School	51.455124%
Feather River College	13.200308%
Chester Public Util. Dist.	0.000000%
Seneca Hospital Dist.	3.443460%
<i>Totals</i>	<i>100.000000%</i>

Assessor Parcel Nos. 011-110-016, 011-110-039

Although statutes and rules and regulations relating to annexations through LAFCo require that a “Service Plan” be developed identifying the cost of extending new services to the area to be annexed, and the means of funding such services, no such “Service Plan” accompanied the application, nor has the District developed and submitted such a “Service Plan.”

On December 18, 2007, the Plumas County Board of Supervisors approved “Guidelines for Tax Exchange Negotiations for Annexations.” However, those Guidelines were rescinded by the Board of Supervisors, such that the Board of Supervisors now negotiates directly with the annexing district concerning any proposed exchange of property tax revenue. At its meeting on February 14, 2017, the Board of Supervisors discussed this matter with the District’s General Manager, Frank Motzkus, present. The District did not propose any specific amount of property tax revenue to be transferred from the County to the District in connection with the Broussard Annexation. The Board voted unanimously to offer to transfer a share of property tax revenue determined using the same method employed in the recent annexation to the La Porte Fire Protection District. There is no indication that the District ever accepted this offer. In April 2017, during a conversation with General Manager Frank Motzkus, I asked that he provide the following as was done in the La Porte annexation:

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- A. Buy-in charge to property owner for existing facilities of the District. I told him that former CPUD General Manager Robert Merrifield had a well-developed methodology for each service function -- water, sewer, fire -- and suggested he look at that.
- B. They need to calculate the amount of a special tax to replace what they will not be getting on the property tax base. This is in addition to any special tax everyone pays.
- C. They need to know what the burden the annexation will put on the district going forward and if additional facilities are needed to provide the services. For example, a single-family residence forever would be different than a possible 100 lot subdivision. The annexing party should pay in a proportionate share of the added burden, if any.

Mr. Motzkus indicated he would look into this and get back to me, but I have not heard anything further.

At the request of Supervisor Thrall, this matter was placed on the Board of Supervisors agenda for the meeting on May 16, 2017. At that meeting, the Board voted unanimously to offer the District seven percent (7%) from the County's share of property tax and directed that staff bring back a formal resolution for the Board's consideration and approval. Again, there is no indication that the District ever accepted this offer.

#### **Impact on the County's General Fund:**

*Ad valorem* property taxes are a major revenue source for the County's General Fund. A transfer of a portion of the County's share of the property tax increment as a part of the annexation process is permanent and will likely decrease future revenue to the County General Fund from the subject territory. The "property tax increment" is the increase (or decrease) resulting from changes in property tax assessments from the prior year usually as a result of changes in ownership, new construction, or appreciation (or depreciation) in the value of the property as a result of the real estate market. After annexation, the County would continue to receive essentially the same dollar amount of property taxes as before the annexation (unless there is a drop in real estate values), because a transfer of a portion of the increment only affects future increases in assessed values after the annexation. However, a transfer of a portion of the increment from the County to the District will reduce the County share of increased property tax revenue. If we take TRA 053-035 as an example and assume that before annexation there is a lot having \$100,000 assessed value, and after annexation a new building is constructed at a cost of \$400,000, a transfer of 7% to the District from the County's current 30.818772% share would reduce future income to the General Fund from the property tax increment by 22.71%. The

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County would continue to receive the same revenue on the \$100,000 land value, but would receive 22.71% less revenue from the \$400,000 new construction and any increases in value as a result of future appreciation or changes in ownership.

While the amount of revenue exchanged for a single parcel may appear small relative to the County's entire budget, the Board should consider the cumulative effect on General Fund revenue if all parcels that are outside of fire protection districts were annexed and received a similar reduction in future property tax revenue.

Given the struggle the County has had in maintaining services as a result of decreased revenue to the General Fund from all sources as a result of the Great Recession, it is difficult to see how the County could afford any decrease in property tax revenue and still make the finding, "That the transfer will not impair the ability of the County to provide existing services."

#### **Negotiations:**

As mentioned above, there is no indication that the District has accepted either of Plumas County's two (2) offers. On March 10, 2017, CPUD's General Manager Frank Motzkus provided a draft "AGREEMENT FOR APPORTIONMENT OF PROPERTY TAX REVENUES DUE TO ANNEXATION" ("draft Agreement") attached as Attachment "C." The draft Agreement proposed that the District receive 15.75%, and that the County receive 85.25%. The draft Agreement is not clear as to how these percentages are calculated. However, if the proposal is to apportion the County's current 30.818772 share 15.75% to the District, and 85.25% to the County, the total is 101%. But, if the intent is 14.75% to the District and 85.25% to the County, this proposal would be very close to the accompanying draft Resolution B.2.b.

#### **Discussion:**

The Chester Public Utility District currently provides the following services:

1. Water supply (an enterprise function supported by customer fees and charges).
2. Sanitary Sewer Services (an enterprise function supported by customer fees and charges).
3. Fire protection, emergency response, and ambulance services (supported by *ad valorem* property taxes and a special parcel tax of \$95 per parcel).
4. Street lighting (supported by *ad valorem* property taxes and a 25% contribution from the Plumas County Road Fund).

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5. Regulation of solid waste collection service (supported by fees payable to the exclusive solid waste franchisee).

The *ad valorem* property tax allocations for that part of the District that existed prior to Proposition 13 and before the Chester Fire Protection District was consolidated with the Chester Public Utility District are as follows:

Tax Rate Area	FY09/10- Prior Total TRA 053-036
Assessed Value	1,627,729.85
Tax Amount (1%)	16,277
<b>Jurisdiction</b>	<b>Increment Factor</b>
County	22.617017%
Flood Control	0.251036%
Chester Cemetery	0.359971%
Chester Fire	11.805787%
Seneca Hospital	2.527057%
Chester PUD Zone A	11.007609%
Chester PUD	3.799452%
Education	0.110635%
Plumas Unified SD	37.761452%
Feather River College	9.759984%
	<b>100.000000%</b>
AB8 Factor Allocation between Chester Fire and Chester PUD	
Chester Fire	0.459390% 73.2008%
Chester PUD	0.168185% 26.7992%
	0.627575% 100.0000%

By way of explanation, "Chester PUD" is property tax revenue to the original Chester PUD (prior to the mergers with the Chester Sanitary District and the Chester Fire Protection District) and presumably represents property taxes used to fund street lighting, since the water supply function was supported by customer fees and charges. "Chester PUD Zone A" represents

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property tax revenue from the former Chester Sanitary District that was merged into the Chester Public Utility District. Prior to accepting a Clean Water Grant, sanitary sewer services were supported by property taxes. After the Clean Water Grant, user fees were adopted by the sanitary district such that sewer services were supported by a combination of property taxes and user fees.

It can be seen from the above table that 11.805787% of the *ad valorem* property taxes supported fire protection, emergency response and ambulance services by the District. If it assumed that 3.799452% allocated to “Chester PUD” is for street lighting, there is a combined allocation of 15.605239% to fire protection and street lighting services.

If the approach used in the recent La Porte annexation is used, the County would contribute proportionately to the District in an effort to provide the District with approximately 15.6% of the *ad valorem* “tax pie.” Since the County receives approximately 30.8% of the property taxes in the area to be annexed, the County would contribute 30.8% of the 15.6%. This calculation would result in an exchange of 4.809343 from the County’s 30.818772%, leaving the County with 26.009429% of the property tax increment.

A transfer of 7% from the County share will leave the County with only 23.818772%. In effect, the County would be contributing from its share what should be contributed by other taxing agencies – primarily the school entities that receive over half of the property taxes.

**Action:**

It is a policy decision for the Board of Supervisors to determine how much, if any, property tax is to be permanently exchanged when the annexation to a special district will result in services that have not been provided before. Here, the Board has the following alternatives available:

- A. Declare the negotiations unsuccessful since the District has not communicated any acceptance of either of the two offers made by Plumas County. This will result in no annexation of the Broussard property to the District (unless the District waives a transfer of property tax revenue as a condition of the annexation).
- B. Adopt a resolution “agreeing” to an exchange of the property tax increment with the District, effective with the beginning of the next fiscal year, using one of the following three (3) alternatives:

**TO:** Honorable Board of Supervisors, County of Plumas  
**FROM:** R. Craig Settlemyre, *Plumas County Counsel*  
**SUBJECT:** Property Tax Transfer Negotiations – Plumas LAFCo File No. 2016-ANNX-001  
Broussard annexation to Chester Public Utility District

June 1, 2017

Page 7 of 7

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1. Consistent with the Board's direction on May 16, 2017, adopt draft Resolution B.1., providing for a transfer of 7.00000 from the County's current allocation of 30.818772 share of *ad valorem* property tax increment to the District (a reduction of 22.7% of the County's share); or
2. Consistent with the Board's direction on February 14, 2017, to use the approach of the La Porte Fire Protection District annexation, adopt one of the following resolutions:
  - a. Draft Resolution B.2a., providing for a transfer of 3.638390 from the County's current allocation of 30.818772 share of *ad valorem* property tax increment to the District (a reduction of 11.8% of the County's share) in order to assist with funding fire protection, emergency response, and ambulance services (**but not street lighting**); or
  - b. Draft Resolution B.2b., providing for a transfer of 4.809343 from the County's current allocation of 30.818772 share of *ad valorem* property tax increment to the District (a reduction of 15.6% of the County's share) in order to assist with funding fire protection, emergency response, ambulance, **and street lighting**. This Resolution may be closest to the draft Agreement provided by the District.

This will allow the District to also "agree" to foregoing exchange of the property tax increment, so the annexation may go forward with any additional funding provided by a special parcel tax assessment in an amount determined by the District.

C. Give other direction to staff.

END OF MEMORANDUM

[\\hmx\012041s\1 coco shared\Memos\BOS Memo re Property Tax Negotiations -- Chester PUD 2016 ANNEX 0001.doc]

PLUMAS  
LOCAL AGENCY FORMATION COMMISSION  
Application Form for Changes of Organization

-- LAFCO use only --

AGENCY-PROJECT	SHORT FORM DESIGNATION
CPUD File 2016-001	BRUSSARD ANNEX TO CPUD

-- To be completed by applicant --

Use supplemental pages as necessary, and reference all attachments on the attachment list

1. Subject Property

PROJECT TITLE:		ADDRESS OR LOCATION:	
Broussard Annexation		APN:011-110-039	
		APN:011-110-016	
ACREAGE:50.40	PARCEL NO.:		

2. Proposal

Applicants request the following change of organization: Annexation into CPUD for water, sewer and fire

Services & SOLID WASTE & LIGHTING

3. Applicants

LAFCO will send copies of the staff report on the proposal to the following (maximum of 3):

NAME: Travis & Kacie Broussard	PHONE:530-592-7027
ADDRESS:PO BOX 1464 Chester CA 96020	
EMAIL: <u>kacielhowell@gmail.com</u>	

NAME: CPUD	PHONE:530-258-2171
ADDRESS: PO BOX 503 Chester CA 96020	
EMAIL:	

NAME:	PHONE:
ADDRESS:	
EMAIL:	

4. Authority to File Application

☒X Petition of landowners or registered voters ☐ Resolution of Application of an affected agency



Certified copies of the Petition or Resolution of Application are included as Attachment 2.

Petitions and Resolutions of Application must meet certain legal requirements. The Application Instructions include samples for applicant use.

**5. Statement of Justification**

Provide a Statement of Justification for and explain the purpose of each request for change of organization. Include in the statement reasons why the proposal is more effective than the present organization and/or what services to the area are to be enhanced by the project. If any terms or conditions are proposed for this project, include them in the statement.

A Statement of Justification for this proposal is included as Attachment 1.

**6. Boundaries**

- a. An 8.5 x 11 map of the subject territory meeting the specifications listed in the Application Instructions is included as Attachment \_\_\_\_\_.
- b. A legal description of the boundaries of the subject territory meeting the specifications listed in the Application Instructions is included as Attachment \_\_\_\_\_.
- c. Describe how the boundaries of this proposal were determined. The boundaries were determined \_\_\_\_\_  
by NST \_\_\_\_\_  
\_\_\_\_\_
- d. This proposal X is \_\_\_\_\_ is not (check one) consistent with the sphere of influence of all the affected agencies. (If you are not sure of each agency's sphere boundaries, check with LAFCO staff.)
- e. Describe access to the area. The access to the property is off of Wagon Road \_\_\_\_\_  
\_\_\_\_\_

**7. Neighboring Properties NA**

- a. A Public Notice List meeting the specifications listed in the Application Instructions is included as Attachment \_\_\_\_\_.
- b. Have surrounding property owners been canvassed for participation in the proposal? \_\_\_\_\_  
Results of any survey of surrounding property owners are included as Attachment \_\_\_\_\_.

**8. Land Use**

- a. Describe existing land use within the subject property. The land is not being utilized at this time  
\_\_\_\_\_  
\_\_\_\_\_
- b. Does this proposal conform to the General Plan designation for the territory? Yes \_\_\_\_\_
- c. Have any zoning changes, General Plan amendments, subdivision maps, or conditional use permits been applied for on the subject property?  
NO \_\_\_\_\_  
Copies of any such maps and/or applications or entitlements are included as Attachment \_\_\_\_\_.
- d. Will any such applications be made after approval of this proposal? Yes \_\_\_\_\_  
If yes, please explain. To have water, sewer and fire to a single family dwelling \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- e. If this proposal is for an annexation to a city, a prezone map and adopted city resolution is

August 2014

Plumas LAFCO Application Form Project #: 2016-0001  
included as Attachment \_\_\_\_\_

f. Does the project involve agricultural or open space lands? No \_\_\_\_\_

## 9. Public Services

a. Please indicate which agencies presently provide public services to the subject territory, and which are proposed to provide service. If you are uncertain, you may leave spaces blank.

Service	Present Provider	Proposed Provider
Fire Protection	—	CPUD
Police Protection	Sheriff	PLUMAS CO SHERIFF
Domestic Water Service	—	CPUD
Agricultural Water Service	N/A	
Sewer Service	—	CPUD
Solid Waste	PLUMAS CO.	PLUMAS COUNTY CPUD
Road/Street Maintenance	PLUMAS CO	PLUMAS COUNTY
Snow Removal	PLUMAS CO	PLUMAS COUNTY
Power	PG & E	PG&E
Street Lighting	PLUMAS CO	PLUMAS COUNTY CPUD
Planning & Zoning Authority	PLUMAS COUNTY	PLUMAS COUNTY
Schools	PUSD	PLUMAS UNIFIED SCHOOL DISTRICT

b. What effect will approval of this proposal have on the type or level of services *within* the subject property? \_\_\_\_\_  
NA \_\_\_\_\_

c. What effect will approval of this proposal have on public services *outside* the subject property? \_\_\_\_\_  
NA \_\_\_\_\_

d. Will approval of this proposal place additional burdens on a public service provider? If so, what revenue will the change in organization generate to compensate the provider for the additional services? \_\_\_\_\_  
NO \_\_\_\_\_

e. Have the affected agencies been notified of this proposal (per G.C. 56654 (b))? CPUD \_\_\_\_\_

A list of agencies who have received notification is included as Attachment \_\_\_\_\_

## 10. Population

Estimate whether the subject territory contains:

\_\_\_\_ 12 or more registered voters. \_\_\_\_X\_\_\_\_ Less than 12 registered voters.

**11. Property Tax Exchange**

An agreement for property tax exchange (if relevant) must be in place prior to LAFCO considering this change of organization. The Tax and Revenue Code requires negotiation of such an agreement to be completed within up to 90 days of initiation or in compliance 99b of the Revenue and Taxation Code, or the LAFCO application proceeding will be considered terminated. To assure satisfaction of this requirement, LAFCO requires applications to be accompanied by documentation that property tax negotiations have been completed (See Attachment #7 to the LAFCO Application Instructions, Plumas County Property Tax Exchange Guidelines).

- a. If this application includes a Resolution of Application, does the Resolution include or reference documentation that the agencies are in agreement with regards to a Tax Exchange Agreement?

NA

- b. If this application includes a petition, documentation of applicants' request that the affected agencies initiate tax exchange negotiations is included as Attachment \_\_\_\_\_.

**12. Feasibility of Proposal NA**

- a. What revenue will this proposal require for the accomplishment of its goals and what are the prospective sources of such revenues? \_\_\_\_\_

If the proposal involves a granting of an additional service, consolidation, incorporation, or formation, a 5 - year projected budget is included as Attachment \_\_\_\_\_.

- b. Is a new tax or assessment being proposed as a part of this project? \_\_\_\_\_.

If so, a thorough discussion of how the service will utilize the tax or assessment, as well as the legal authority for the agency to utilize the tax or assessment is included as Attachment \_\_\_\_\_.

- c. Have agreements to mitigate the financial effects of this proposal been established with present service providers? \_\_\_\_\_

If so, signed copies of these agreements are included as Attachment \_\_\_\_\_.

**13. Environmental Compliance**

- a. Is the applicant agency acting as ☐ Lead Agency or ☐ Responsible Agency (check one) for purposes of California Environmental Quality Act (CEQA) compliance?

- i. Indicate what the Lead Agency has done to comply with the requirements of CEQA.

X Categorical Exemption from CEQA

\_\_\_\_ Negative Declaration

\_\_\_\_ Environmental Impact Report

\_\_\_\_ Other (please specify): \_\_\_\_\_

- ii. Copies of the complete environmental documentation prepared by the Lead Agency (including the initial study, any technical reports, and any written comments or recorded public testimony relative to the environmental documents), and a copy of the Notice of Determination, showing the date filed with the County Clerk, are included as Attachment \_\_\_\_\_.

*If you are not sure what constitutes the complete environmental documentation, consult with the appropriate staff at the Lead Agency.*

- iii. Was the environmental documentation circulated to the Plumas County Local Agency Formation Commission prior to adoption by the Lead Agency? ☐ Yes ☐ No

If yes, copies of any comments made by LAFCO relative to the project, and any Lead Agency responses are included as Attachment \_\_\_\_\_.

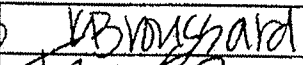
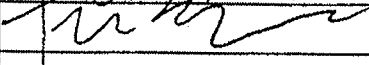
*Note for Sphere of Influence Proposals and Updates: Should an agency desire to include more territory within its Sphere of Influence all additional CEQA costs must be paid by that agency prior to the Commission approving the Sphere of Influence Update.*

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If the applicant agency has declined to act as Lead Agency, and the applicant wishes LAFCO to assume this responsibility, applicant must **Request for LAFCO to Act as Lead Agency**.

**14. Disclosure Requirements and Certification** Pursuant to Government Code Sections 56700.1 and 57009 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, and 82015 and 82025 of the Political Reform Act applicants for LAFCO approvals and those opposing such proposals are required to report to LAFCO all political contributions and expenditures with respect to the proposal that exceed \$1,000. LAFCO has adopted policies to implement the law, which are attached to this application (attachment #8 to application instructions). By your signature to this application, you are binding the applicant to abide by these disclosure requirements. You are further agreeing that should LAFCO be required to enforce these requirements against you (or if the agency is the formal applicant, the real party in interest) that you will reimburse LAFCO for all staff cost and legal fees, and litigation expenses incurred in that enforcement process. Applicants request that proceedings as described in this application be taken in accordance with the provisions of Government Code sections 56000 *et seq.* and hereto affix their signatures:

Date	Signature	Printed Name	Title
8/28/16		Kacie Bloussard	owner
8/28/16		Travis Bloussard	owner

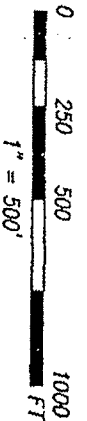
**NOTE:**

*Applications will not be accepted without the signature of one or more of the following: 1) the legal owner(s) or official agents with Power of Attorney or written authorization to sign (a copy of which must be attached); 2) Chief Petitioners; 3) Chair of the Legislative Body submitting a Resolution of Application.*

Applicants must also sign and date **Agreement to Pay**; the Application will be considered incomplete until that form is submitted.

Applicant TRANS 3 KACE BHUSSARA

[illegible]



53-035

**COURSES:**

- |   |               |          |
|---|---------------|----------|
| 1 | S 89°17'00" W | 563.98'  |
| 2 | N 00°34'25" W | 1150.92' |
| 3 | S 89°27'49" W | 763.24'  |
| 4 | N 00°32'12" W | 175.00'  |
| 5 | N 00°32'12" W | 664.16'  |
| 6 | N 89°33'15" E | 1325.39' |
| 7 | S 00°36'39" E | 662.07'  |
| 8 | S 00°36'39" E | 1324.15' |





APN: 011-110-016  
10.00 ac  
The NW 1/4 of the  
NE 1/4 of the SE 1/4  
of SECTION 31,  
T.29N.,R.7E. MDB&M

APN: 011-110-039  
40.40 ac

I. 29 N., R. 7 E. MDB&M  
I. 28 N., R. 7 E. MDB&M

WAGON ROAD

POINT OF  
BEGINNING

 PROPOSED CHESTER PUBLIC UTILITY DISTRICT BOUNDARY  
 EXISTING CHESTER PUBLIC UTILITY DISTRICT BOUNDARY  
 SECTIONAL BREAKDOWN  
 CURRENT CHESTER PUBLIC UTILITY DISTRICT SPHERE OF INFLUENCE

DISCLAIMER:  
FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED.

$$1^{\text{st}} = 2000$$


ASSESSOR'S PARCEL NUMBERS: 011-110-016 & 039

ACREAGE: 50.40  
DATE: 09/22/95  
SCALE: 4" = 500'

CHESTER ANNEXATION NO.

BEING A PORTION OF SECTION 31,  
T. 29 N., R. 7 E. MDB&M  
PLUMAS COUNTY

**NST Engineering, Inc.**

1495 Riverside Drive  
Susanville, CA 96130

6 (530) 257-5173

Job No. 2016-077

ANNEXATION No. \_\_\_\_\_

**ANNEXATION TO CHESTER PUBLIC UTILITY DISTRICT**

**GEOGRAPHIC DESCRIPTION**

All that certain real property, situate in portion of section 31, Township 29 North, Range 7 East, Mount Diablo Base and Meridian, in the County of Plumas, State of California, described as follows:

The Northwest 1/4 of the Northeast 1/4 of the Southeast 1/4, and containing 10.00 acres of land more or less. Together with that portion of said Southeast 1/4 more particularly described as follows:

**Beginning** at the southeast corner of section 31, also being the existing Chester Public Utility District boundary;

Thence, (1) South 89°17'00" West 563.98 feet;

Thence, leaving the existing district boundary, (2) North 00°34'25" West 1150.92 feet;

Thence, (3) South 89°27'49" West 763.24 feet;

Thence, (4) North 00°32'12" West 175.00 feet;

Thence, (5) North 00°32'12" West 664.16 feet;

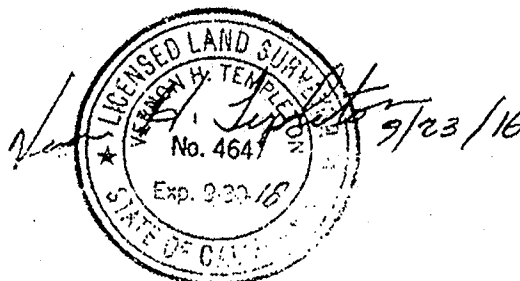
Thence, (6) North 89°33'15" East 1325.39 feet;

Thence, (7) South 00°36'39" East 662.07 feet;

Thence, (8) South 00°36'39" East 1324.15 feet to the **Point of beginning**, and containing 40.40 acres of land more or less.

Total computed acreage containing 50.40 acres more or less.

*For assessment purposes only. This description of land is not a legal property description as defined in the Subdivision Map Act and may not be used as the basis for an offer for sale of the land described.*



ATTACHMENT "A"



## Property Tax Exchange at Annexation

### **§ 99. Allocation of property tax revenues when jurisdictional changes occur; Notice; Property tax transfer agreement; Community college annexation; Renegotiation**

- (a) For the purposes of the computations required by this chapter:
  - (1) In the case of a jurisdictional change, other than a city incorporation, city disincorporation, or a formation of a district as defined in Section 2215, the auditor shall adjust the allocation of property tax revenue determined pursuant to Section 96 or 96.1, or the annual tax increment determined pursuant to Section 96.5, for local agencies whose service area or service responsibility would be altered by the jurisdictional change, as determined pursuant to subdivision (b) or (c).
  - (2) In the case of a city incorporation or disincorporation, the auditor shall assign the allocation of property tax revenues determined pursuant to *Section 56810 of the Government Code* and the adjustments in tax revenues that may occur pursuant to *Section 56815 of the Government Code* to the newly formed city or district and shall make the adjustment as determined by Section 56810 or 56813 in the allocation of property tax revenue determined pursuant to Section 96 or 96.1 for each local agency whose service area or service responsibilities would be altered by the incorporation.
  - (3) In the case of a formation of a district as defined in Section 2215, the auditor shall assign the allocation of property tax revenues determined pursuant to *Section 56810 of the Government Code* to the district and shall make the adjustment as determined by Section 56810, or for the disincorporated city or dissolved district as determined by Section 56813, in the allocation of property tax revenue determined pursuant to Section 96 or 96.1 for each local agency whose service area or service responsibilities would be altered by the change of organization.
- (b) Upon the filing of an application or a resolution pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Division 3 (commencing with *Section 56000*) of *Title 5 of the Government Code*), but prior to the issuance of a certificate of filing, the executive officer shall give notice of the filing to the assessor and auditor of each county within which the territory subject to the jurisdictional change is located. This notice shall specify each local agency whose service area or responsibility will be altered by the jurisdictional change.
  - (1)
    - (A) The county assessor shall provide to the county auditor, within 30 days of the notice of filing, a report which identifies the assessed valuations for the territory subject to the jurisdictional change and the tax rate area or areas in which the territory exists.
    - (B) The auditor shall estimate the amount of property tax revenue generated within the territory that is the subject of the jurisdictional change during the current fiscal year.
  - (2) The auditor shall estimate what proportion of the property tax revenue determined pursuant to paragraph (1) is attributable to each local agency pursuant to Sections 96.1 and 96.5.
  - (3) Within 45 days of notice of the filing of an application or resolution, the auditor shall notify the governing body of each local agency whose service area or service responsibility will be altered by the jurisdictional change of the amount of, and allocation factors with respect to, property tax revenue estimated pursuant to paragraph (2) that is subject to a negotiated exchange.
  - (4) Upon receipt of the estimates pursuant to paragraph (3), the local agencies shall commence negotiations to determine the amount of property tax revenues to be exchanged between and among the local agencies. Except as otherwise provided, this negotiation period shall not exceed 60 days. If a local agency involved in these negotiations notifies the other local agencies, the county auditor, and the local agency formation commission in writing of its desire to extend the negotiating period, the negotiating period shall be 90 days.

The exchange may be limited to an exchange of property tax revenues from the annual tax increment generated in the area subject to the jurisdictional change and attributable to the local agencies whose service area or service responsibilities will be altered by the proposed jurisdictional change. The final exchange resolution shall specify how the annual tax increment shall be allocated in future years.

- (5) In the event that a jurisdictional change would affect the service area or service responsibility of one or more special districts, the board of supervisors of the county or counties in which the districts are located shall, on behalf of the district or districts, negotiate any exchange of property tax revenues. Prior to entering into negotiation on behalf of a district for the exchange of property tax revenue, the board shall consult with the affected district. The consultation shall include, at a minimum, notification to each member and executive officer of the district board of the pending consultation and provision of adequate opportunity to comment on the negotiation.
- (6) Notwithstanding any other provision of law, the executive officer shall not issue a certificate of filing pursuant to Section 56658 of the Government Code until the local agencies included in the property tax revenue exchange negotiation, within the negotiation period, present resolutions adopted by each such county and city whereby each county and city agrees to accept the exchange of property tax revenues.
- (7) In the event that the commission modifies the proposal or its resolution of determination, any local agency whose service area or service responsibility would be altered by the proposed jurisdictional change may request, and the executive officer shall grant, 30 days for the affected agencies, pursuant to paragraph (4), to renegotiate an exchange of property tax revenues. Notwithstanding the time period specified in paragraph (4), if the resolutions required pursuant to paragraph (6) are not presented to the executive officer within the 30-day period, all proceedings of the jurisdictional change shall automatically be terminated.
- (8) In the case of a jurisdictional change that consists of a city's qualified annexation of unincorporated territory, an exchange of property tax revenues between the city and the county shall be determined in accordance with subdivision (e) if that exchange of revenues is not otherwise determined pursuant to either of the following:
  - (A) Negotiations completed within the applicable period or periods as prescribed by this subdivision.
  - (B) A master property tax exchange agreement among those local agencies, as described in subdivision (d).

For purposes of this paragraph, a qualified annexation of unincorporated territory means an annexation, as so described, for which an application or a resolution was filed on or after January 1, 1998, and on or before January 1, 2021.

- (9) No later than the date on which the certificate of completion of the jurisdictional change is recorded with the county recorder, the executive officer shall notify the auditor or auditors of the exchange of property tax revenues and the auditor or auditors shall make the appropriate adjustments as provided in subdivision (a).
- (c) Whenever a jurisdictional change is not required to be reviewed and approved by a local agency formation commission, the local agencies whose service area or service responsibilities would be altered by the proposed change, shall give notice to the State Board of Equalization and the assessor and auditor of each county within which the territory subject to the jurisdictional change is located. This notice shall specify each local agency whose service area or responsibility will be altered by the jurisdictional change and request the auditor and assessor to make the determinations required pursuant to paragraphs (1) and (2) of subdivision (b). Upon notification by the auditor of the amount of, and allocation factors with respect to, property tax subject to exchange, the local agencies, pursuant to the provisions of paragraphs (4) and (6) of subdivision (b), shall determine the amount of property tax revenues to be exchanged between and among the local agencies. Notwithstanding any other provision of law, no such jurisdictional change shall become effective until each county and city included in these negotiations agrees, by resolution, to accept the negotiated exchange of property tax revenues. The exchange may be limited to an exchange of property tax revenue from the annual tax increment generated in the area subject to the jurisdictional change and attributable to the local agencies whose service area or service responsibilities will be altered by the proposed jurisdictional change. The final exchange resolution shall specify how the annual tax increment shall be allocated in future years. Upon the adoption of the resolutions required pursuant to this section, the adopting agencies shall notify the auditor who shall make the appropriate adjustments as provided in subdivision (a). Adjustments in property tax allocations made as the

result of a city or library district withdrawing from a county free library system pursuant to Section 19116 of the Education Code shall be made pursuant to Section 19116 of the Education Code, and this subdivision shall not apply.

- (d) With respect to adjustments in the allocation of property taxes pursuant to this section, a county and any local agency or agencies within the county may develop and adopt a master property tax transfer agreement. The agreement may be revised from time to time by the parties subject to the agreement.
- (e)
  - (1) An exchange of property tax revenues that is required by paragraph (8) of subdivision (b) to be determined pursuant to this subdivision shall be determined in accordance with all of the following:
    - (A) The city and the county shall mutually select a third-party consultant to perform a comprehensive, independent fiscal analysis, funded in equal portions by the city and the county, that specifies estimates of all tax revenues that will be derived from the annexed territory and the costs of city and county services with respect to the annexed territory. The analysis shall be completed within a period not to exceed 30 days, and shall be based upon the general plan or adopted plans and policies of the annexing city and the intended uses for the annexed territory. If, upon the completion of the analysis period, no exchange of property tax revenues is agreed upon by the city and the county, subparagraph (B) shall apply.
    - (B) The city and the county shall mutually select a mediator, funded in equal portions by those agencies, to perform mediation for a period not to exceed 30 days. If, upon the completion of the mediation period, no exchange of property tax revenues is agreed upon by the city and the county, subparagraph (C) shall apply.
    - (C) The city and the county shall mutually select an arbitrator, funded in equal portions by those agencies, to conduct an advisory arbitration with the city and the county for a period not to exceed 30 days. At the conclusion of this arbitration period, the city and the county shall each present to the arbitrator its last and best offer with respect to the exchange of property tax revenues. The arbitrator shall select one of the offers and recommend that offer to the governing bodies of the city and the county. If the governing body of the city or the county rejects the recommended offer, it shall do so during a public hearing, and shall, at the conclusion of that hearing, make written findings of fact as to why the recommended offer was not accepted.
  - (2) Proceedings under this subdivision shall be concluded no more than 150 days after the auditor provides the notification pursuant to paragraph (3) of subdivision (b), unless one of the periods specified in this subdivision is extended by the mutual agreement of the city and the county. Notwithstanding any other provision of law, except for those conditions that are necessary to implement an exchange of property tax revenues determined pursuant to this subdivision, the local agency formation commission shall not impose any fiscal conditions upon a city's qualified annexation of unincorporated territory that is subject to this subdivision.
- (f) Except as otherwise provided in subdivision (g), for the purpose of determining the amount of property tax to be allocated in the 1979-80 fiscal year and each fiscal year thereafter for those local agencies that were affected by a jurisdictional change which was filed with the State Board of Equalization after January 1, 1978, but on or before January 1, 1979. The local agencies shall determine by resolution the amount of property tax revenues to be exchanged between and among the affected agencies and notify the auditor of the determination.
- (g) For the purpose of determining the amount of property tax to be allocated in the 1979-80 fiscal year and each fiscal year thereafter, for a city incorporation that was filed pursuant to Sections 54900 to 54904, inclusive, of the Government Code after January 1, 1978, but on or before January 1, 1979, the amount of property tax revenue considered to have been received by the jurisdiction for the 1978-79 fiscal year shall be equal to two-thirds of the amount of property tax revenue projected in the final local agency formation commission staff report pertaining to the incorporation multiplied by the proportion that the total amount of property tax revenue received by all jurisdictions within the county for the 1978-79 fiscal year bears to the total amount of property tax revenue received by all jurisdictions within the county for the 1977-78 fiscal year. Except, however, in the event that the final commission report did not specify the amount of property tax revenue projected for that incorporation, the commission shall by October 10 determine pursuant to Section 54790.3 of the Government Code the amount of property tax to be transferred to the city.

The provisions of this subdivision shall also apply to the allocation of property taxes for the 1980-81 fiscal year and each fiscal year thereafter for incorporations approved by the voters in June 1979.

- (h) For the purpose of the computations made pursuant to this section, in the case of a district formation that was filed pursuant to Sections 54900 to 54904, inclusive, of the Government Code after January 1, 1978, but before January 1, 1979, the amount of property tax to be allocated to the district for the 1979-80 fiscal year and each fiscal year thereafter shall be determined pursuant to Section 54790.3 of the Government Code.
- (i) For the purposes of the computations required by this chapter, in the case of a jurisdictional change, other than a change requiring an adjustment by the auditor pursuant to subdivision (a), the auditor shall adjust the allocation of property tax revenue determined pursuant to Section 96 or 96.1 or its predecessor section, or the annual tax increment determined pursuant to Section 96.5 or its predecessor section, for each local school district, community college district, or county superintendent of schools whose service area or service responsibility would be altered by the jurisdictional change, as determined as follows:
  - (1) The governing body of each district, county superintendent of schools, or county whose service areas or service responsibilities would be altered by the change shall determine the amount of property tax revenues to be exchanged between and among the affected jurisdictions. This determination shall be adopted by each affected jurisdiction by resolution. For the purpose of negotiation, the county auditor shall furnish the parties and the county board of education with an estimate of the property tax revenue subject to negotiation.
  - (2) In the event that the affected jurisdictions are unable to agree, within 60 days after the effective date of the jurisdictional change, and if all the jurisdictions are wholly within one county, the county board of education shall, by resolution, determine the amount of property tax revenue to be exchanged. If the jurisdictions are in more than one county, the State Board of Education shall, by resolution, within 60 days after the effective date of the jurisdictional change, determine the amount of property tax to be exchanged.
  - (3) Upon adoption of any resolution pursuant to this subdivision, the adopting jurisdictions or State Board of Education shall notify the county auditor who shall make the appropriate adjustments as provided in subdivision (a).
- (j) For purposes of subdivision (i), the annexation by a community college district of territory within a county not previously served by a community college district is an alteration of service area. The community college district and the county shall negotiate the amount, if any, of property tax revenues to be exchanged. In these negotiations, there shall be taken into consideration the amount of revenue received from the timber yield tax and forest reserve receipts by the community college district in the area not previously served. In no event shall the property tax revenue to be exchanged exceed the amount of property tax revenue collected prior to the annexation for the purposes of paying tuition expenses of residents enrolled in the community college district, adjusted each year by the percentage change in population and the percentage change in the cost of living, or per capita personal income, whichever is lower, less the amount of revenue received by the community college district in the annexed area from the timber yield tax and forest reserve receipts.
- (k) At any time after a jurisdictional change is effective, any of the local agencies party to the agreement to exchange property tax revenue may renegotiate the agreement with respect to the current fiscal year or subsequent fiscal years, subject to approval by all local agencies affected by the renegotiation.

## **§ 99.01. Change resulting in new services**

- (a) For the purposes of Section 99, in the case of a jurisdictional change that will result in a special district providing one or more services to an area where those services have not been previously provided by any local agency, the following shall apply:
  - (1) The special district referred to in this subdivision and each local agency that receives an apportionment of property tax revenue from the area shall be considered local agencies whose service area or service responsibility will be altered by the jurisdictional change.

- (2) The exchange of property tax among those local agencies shall be limited to property tax revenue from the annual tax increment generated in the area subject to the jurisdictional change and attributable to those local agencies.
  - (3) Notwithstanding the provisions of paragraph (5) of subdivision (b) of Section 99, any special district affected by the jurisdictional change may negotiate on its own behalf, if it so chooses.
  - (4) If a special district involved in the negotiation (other than the district which will provide one or more services to the area where those services have not been previously provided) fails to adopt a resolution providing for the exchange of property tax revenue, the board of supervisors of the county in the area subject to the jurisdictional change is located shall determine the exchange of property tax revenue for that special district.
- (b) The provisions of subdivisions (a), (b), (c), (d), and (j) of Section 99 not in conflict with this section shall apply. The jurisdictional changes described in subdivisions (e), (f), (g), (h), and (i) of Section 99 shall not be affected by the provisions of this section.

## **AGREEMENT FOR APPORTIONMENT OF PROPERTY TAX REVENUES DUE TO ANNEXATION**

THIS AGREEMENT is entered into by and between the County of Plumas ("County"), a political subdivision of the State of California, and the Chester Public Utility District ("District"), a special district located within the County.

### **RECITALS**

A. Property owner Brussard submitted an application ("Proposal No. 2016-ANNX-0001" or "Application") to the Plumas County Local Agency Formation Commission ("LAFCo") proposing to annex that certain unincorporated area shown on Exhibit A ("Property") into the boundaries of the District. The Application is incorporated herein as if set forth in full. All property subject to annexation comprises APN \_\_\_\_\_.

B. On \_\_\_\_\_, the Board of Directors of the District adopted Resolution No. \_\_\_\_\_ conditionally approving the Application. This resolution is incorporated herein as if set forth in full.

C. Section 99 of the Revenue and Taxation Code provides that upon the filing of an application for a jurisdictional change, LAFCo's Executive Officer may not issue a Certificate of Filing on the application until the local agencies whose service areas or responsibilities will be altered should the annexation occur reach an agreement as to the amount of property tax revenues to be exchanged among them.

D. In accordance with Revenue and Taxation Code Section 99.01 (a) (2), the property tax revenue exchanged hereunder shall be limited to the "Tax Increment" as defined herein. For purposes of this Agreement, the Tax Increment means (a) the annual incremental tax increase (b) generated in the Property (c) based upon the assessed valuation in each fiscal year after the annexation is completed (d) that is attributable to those local agencies, including the County pursuant to Revenue and Taxation Code Section 95(a), that receive an apportionment of the property tax revenue from the Property.

E. Both the District's and the County's respective service areas and responsibilities will be altered, as defined by Revenue and Taxation Code Section 99.01 (a)(1), should the contemplated annexation occur, and a portion of the Tax Increment is appropriate to maximize the District's ability to finance the delivery of essential governmental services in the Property after annexation.

F. The parties have negotiated this Agreement for the exchange of Tax Increment for the proposed annexation of the Property, whether or not applicable statutes change in the future.

G. The parties acknowledge that pursuant to sections 54902, 54902.1 and 54903 of the Government Code and sections 97 and 99 of the Revenue and Taxation Code, the distribution of such property tax revenues will not be effective until the revenues are collected in the tax year

following the calendar year in which the statement of boundary changes and the map or plat is filed with the County Assessor.

### AGREEMENT

NOW, THEREFORE, County and District agree as follows:

1. In connection with the Application, the office of the Plumas County Auditor provided an estimate of the Property Tax Revenue generated within the territory that is the subject of the annexation and identified the factor according to which Property Tax Revenues are allocated to the District with respect to annexed property at .157489 (approximately 15.75%). District and County agree that pursuant to the provisions of Revenue and Taxation Code section 99, with respect to the Property, the Auditor shall adjust the allocation of property tax revenue determined according to law pursuant to section 96 or 96.1, or the annual tax increment determined pursuant to section 96.5 so as to provide an allocation of Property Tax Revenue derived from the Annexed Property to the District according to a factor of .157489 (approximately 15.75%), so that Property Tax Revenues derived from the Annexed Property shall be allocated between the District and County pursuant to the following ratio:

District: 15.75%

County: 85.25%.

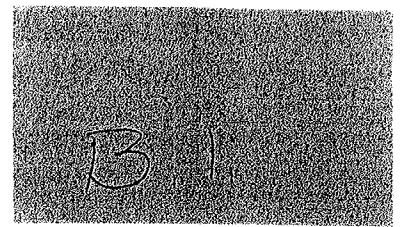
2. All future incremental property tax revenues generated by the Property shall be allocated in the same manner as Property Tax Revenue, as described in Section 1 of this Agreement.

3. This Agreement may only be amended by written agreement by and between the parties hereto.

4. County and District understand and agree that the allocation of Property Tax Revenue under this Agreement may be superseded, modified or require modification as a result of change in State law.

5. This Agreement shall commence as of the date of execution by County and District and shall remain in effect for a period of twenty (20) years, unless terminated prior to that time by mutual agreement of the parties. The term of the agreement shall be automatically renewed for an additional 5 year term, unless either party gives the other party notice, in writing, of its intent not to renew this Agreement or of its intent to renegotiate the terms of the agreement at least six (6) months prior to the expiration date. In the event of expiration of this Agreement, by operation of law and Revenue and Taxation Code section 99, the allocation of property tax for the Property shall nevertheless remain in effect, as required by this Agreement for the time necessary for the County and District to either (i) agree on a renegotiated property tax sharing agreement or (ii) complete the arbitration procedure prescribed by Revenue and Tax code section 99, for determination of a replacement agreement.





RESOLUTION NO. 17-

**A Resolution of Agreement by the Board of Supervisors of the County of Plumas  
Adopting a Property Tax Transfer Agreement for Plumas County LAFCo Annexation File  
No. 2016-ANNX-0001 to Chester Public Utility District for Fire Protection Purposes.**

WHEREAS, pursuant to Chapter 6 of Part 0.5 of the Revenue and Taxation Code (commencing with section 95), in order for a jurisdictional change to become final, the governing boards of the affected local agencies must negotiate and reach an agreement regarding the distribution of property tax revenues within the affected areas; and

WHEREAS, the Chester Public Utility District approved annexation proceedings initiated by the property owners to assume service responsibility for the territorial area set forth in Plumas County Local Agency Formation Commission File No. 2016-ANNX-0001, which territory is more particularly described in Exhibit "A" attached hereto and is depicted in the map attached hereto as Exhibit "B"; and

WHEREAS, a proposed jurisdictional change has been filed with the LAFCo Executive Officer to annex 50.40 acres, more or less, into the Chester Public Utility District, LAFCo file No. 2016-ANNX-0001, and negotiations have taken place between the County and the District; and

WHEREAS, prior to annexation, property tax revenue on the annual increment is allocated as follows:

Jurisdiction	TRA 053-035
Plumas County	30.818772%
Flood Control	0.342071%
Chester Cemetery	0.490510%
Education	0.150755%
Plumas Unified School	51.455124%
Feather River College	13.200308%
Chester Public Util. Dist.	0.000000%
Seneca Hospital Dist.	3.443460%
Totals	100.000000%

Assessor Parcel Nos. 011-110-016, 011-110-039

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of Plumas, State of California, as follows:

- Definitions:** Unless the particular provisions or context otherwise requires, the definitions contained in this paragraph and in the Revenue and Taxation Code shall govern the construction, meaning, and application of words used in this Resolution.

- a. "Base property tax revenue" means property tax revenues allocated by base tax equivalents to all taxing jurisdictions as to the geographic area comprising a given tax rate area annexed in the fiscal year immediately preceding the tax year in which the property tax revenues are apportioned pursuant to this Agreement, including the amount of State of California reimbursement for the homeowners and business inventory exemptions.
  - b. "Property tax increment" means revenue from the annual tax increment, as "annual tax increment" is defined in section 96.5 of the Revenue and Taxation Code, attributable to the tax rate area for the respective year.
  - c. "Property tax revenue" means base property tax revenue, plus the property tax increment for a given tax rate area.
2. The base property tax revenue currently allocated to the Plumas County General Fund and all local agencies shall not be changed as a result of this annexation.
  3. There shall be an exchange of seven percentage points (7.000000%) of the property tax increment of the County General Fund's share of future property tax increment revenue to the Chester Public Utility District for fire protection purposes as a result of this annexation such that the resulting annual increment allocation will be as follows:

Jurisdiction	TRA
Plumas County	23.818772%
Flood Control	0.342071%
Education	0.150755%
Plumas Unified School	51.455124%
Feather River College	13.200308%
Chester Public Utility District	7.000000%
Seneca Hospital Dist.	3.443460%
<i>Totals</i>	<i>100.000000%</i>

Assessor Parcel Nos.                      011-110-016, 011-110-039

4. This transfer of property tax increment shall not be effective unless and until:
  - a. The tax year following the calendar year in which the statement of boundary changes and the map or plat is filed with the County Assessor and the State Board of Equalization; and
  - b. The adoption of a special tax of not less than \$95 for each parcel applicable to real property within the territory subject to this annexation; and

- c. All the terms and conditions of this resolution are accepted by resolution of the Board of Directors of the District.
5. The property tax increment revenue of all other local agencies shall not be changed as a result of this annexation.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the June 13, 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

---

Lori Simpson, Chair,  
Plumas County Board of Supervisors

**ATTEST:**

---

Nancy DaForno,  
Clerk of Board of Supervisors

[Y:\Resolutions and Ordinances\Property Tax Transfer 2016 Chester PUD Fire 7 percent -- Resolution.doc]

ANNEXATION No. \_\_\_\_\_

ANNEXATION TO CHESTER PUBLIC UTILITY DISTRICT

GEOGRAPHIC DESCRIPTION

All that certain real property, situate in portion of section 31, Township 29 North, Range 7 East, Mount Diablo Base and Meridian, in the County of Plumas, State of California, described as follows:

The Northwest 1/4 of the Northeast 1/4 of the Southeast 1/4, and containing 10.00 acres of land more or less. Together with that portion of said Southeast 1/4 more particularly described as follows:

Beginning at the southeast corner of section 31, also being the existing Chester Public Utility District boundary;

Thence, (1) South 89°17'00" West 563.98 feet;

Thence, leaving the existing district boundary, (2) North 00°34'25" West 1150.92 feet;

Thence, (3) South 89°27'49" West 763.24 feet;

Thence, (4) North 00°32'12" West 175.00 feet;

Thence, (5) North 00°32'12" West 664.16 feet;

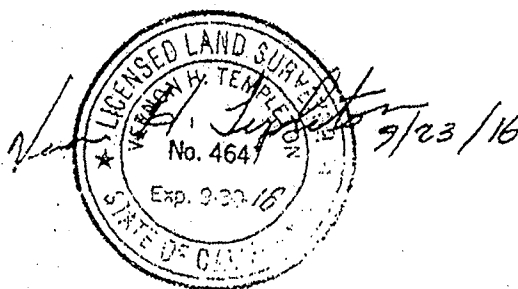
Thence, (6) North 89°33'15" East 1325.39 feet;

Thence, (7) South 00°36'39" East 662.07 feet;

Thence, (8) South 00°36'39" East 1324.15 feet to the Point of beginning, and containing 40.40 acres of land more or less.

Total computed acreage containing 50.40 acres more or less.

*For assessment purposes only. This description of land is not a legal property description as defined in the Subdivision Map Act and may not be used as the basis for an offer for sale of the land described.*



- ① S 89°17'00" W 563.98'
- ② N 00°34'25" W 1150.92'
- ③ S 89°27'49" W 763.24'
- ④ N 00°32'12" W 175.00'
- ⑤ N 00°32'12" W 664.16'
- ⑥ N 89°33'15" E 1325.39'
- ⑦ S 00°36'39" E 662.07'
- ⑧ S 00°36'39" E 1324.15'

APN: 011-110-039  
40.40 ac

I. 29 N., R. 7 E. MDB&M  
I. 28 N., R. 7 E. MDB&M

POINT OF  
BEGINNING

PROPOSED CHESTER PUBLIC UTILITY  
DISTRICT BOUNDARY  
EXISTING CHESTER PUBLIC UTILITY  
DISTRICT BOUNDARY  
SECTIONAL BREAKDOWN  
CURRENT CHESTER PUBLIC UTILITY  
DISTRICT SPHERE OF INFLUENCE

DISCLAIMER:  
FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION  
OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS  
DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT  
BE USED AS THE BASIS FOR AN OFFER FOR SALE OF  
THE LAND DESCRIBED.

# LOCATION MAP

$1^{\text{st}} = 2000$

ASSESSOR'S PARCEL NUMBERS: 011-110-016 & 039	LAFCD RESOLUTION No
---	---------------------

ACREAGE:	DATE:	SCALE:
50.40	09/23/16	1" = 500'

BEING A PORTION OF SECTION 31,  
T. 30 N. R. 7 E. W98944

J. L. 29 W., R. 1 E.  
PLUMAS COUNTY

**NST Engineering, Inc.**

1495 Riverside Drive  
Sausalito, CA 96130  
(415) 357-5173

Job No. 2016-077

EXHIBIT "B"

B.2.a

RESOLUTION NO. 17-

**A Resolution of Agreement by the Board of Supervisors of the County of Plumas  
Adopting a Property Tax Transfer Agreement for Plumas County LAFCo Annexation File  
No. 2016-ANNX-0001 to Chester Public Utility District for Fire Protection Purposes.**

WHEREAS, pursuant to Chapter 6 of Part 0.5 of the Revenue and Taxation Code (commencing with section 95), in order for a jurisdictional change to become final, the governing boards of the affected local agencies must negotiate and reach an agreement regarding the distribution of property tax revenues within the affected areas; and

WHEREAS, the Chester Public Utility District approved annexation proceedings initiated by the property owners to assume service responsibility for the territorial area set forth in Plumas County Local Agency Formation Commission File No. 2016-ANNX-0001, which territory is more particularly described in Exhibit "A" attached hereto and is depicted in the map attached hereto as Exhibit "B"; and

WHEREAS, a proposed jurisdictional change has been filed with the LAFCo Executive Officer to annex 50.40 acres, more or less, into the Chester Public Utility District, LAFCo file No. 2016-ANNX-0001, and negotiations have taken place between the County and the District; and

WHEREAS, prior to annexation, property tax revenue on the annual increment is allocated as follows:

Jurisdiction	TRA
	053-035
Plumas County	30.818772%
Flood Control	0.342071%
Education	0.150755%
Plumas Unified School	51.455124%
Feather River College	13.200308%
Chester Public Util. Dist.	0.000000%
Seneca Hospital Dist.	3.443460%
Totals	100.000000%

Assessor Parcel Nos. 011-110-016, 011-110-039

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of Plumas, State of California, as follows:

1. **Definitions:** Unless the particular provisions or context otherwise requires, the definitions contained in this paragraph and in the Revenue and Taxation Code shall govern the construction, meaning, and application of words used in this Resolution.

- a. "Base property tax revenue" means property tax revenues allocated by base tax equivalents to all taxing jurisdictions as to the geographic area comprising a given tax rate area annexed in the fiscal year immediately preceding the tax year in which the property tax revenues are apportioned pursuant to this Agreement, including the amount of State of California reimbursement for the homeowners and business inventory exemptions.
  - b. "Property tax increment" means revenue from the annual tax increment, as "annual tax increment" is defined in section 96.5 of the Revenue and Taxation Code, attributable to the tax rate area for the respective year.
  - c. "Property tax revenue" means base property tax revenue, plus the property tax increment for a given tax rate area.
2. The base property tax revenue currently allocated to the Plumas County General Fund and all local agencies shall not be changed as a result of this annexation.
  3. There shall be an exchange of three and 638390/100000 percentage points (3.638390%) of the property tax increment of the County General Fund's share of future property tax increment revenue to the Chester Public Utility District for fire protection purposes as a result of this annexation such that the resulting annual increment allocation will be as follows:

Jurisdiction	TRA
Plumas County	26.794705%
Flood Control	0.342071%
Education	0.150755%
Plumas Unified School	51.455124%
Feather River College	13.200308%
Chester Public Utility District	3.638390%
Seneca Hospital Dist.	3.443460%
<i>Totals</i>	<i>100.000000%</i>

Assessor Parcel Nos. 011-110-016, 011-110-039

4. This transfer of property tax increment shall not be effective unless and until:
  - a. The tax year following the calendar year in which the statement of boundary changes and the map or plat is filed with the County Assessor and the State Board of Equalization; and
  - b. The adoption of a special tax of not less than \$95 for each parcel applicable to real property within the territory subject to this annexation; and



- c. All the terms and conditions of this resolution are accepted by resolution of the Board of Directors of the District.
5. The property tax increment revenue of all other local agencies shall not be changed as a result of this annexation.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the June 13, 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

---

Lori Simpson, Chair,  
Plumas County Board of Supervisors

**ATTEST:**

---

Nancy DaForno,  
Clerk of Board of Supervisors

ANNEXATION No. \_\_\_\_\_

ANNEXATION TO CHESTER PUBLIC UTILITY DISTRICT

GEOGRAPHIC DESCRIPTION

All that certain real property, situate in portion of section 31, Township 29 North, Range 7 East, Mount Diablo Base and Meridian, in the County of Plumas, State of California, described as follows:

The Northwest 1/4 of the Northeast 1/4 of the Southeast 1/4, and containing 10.00 acres of land more or less. Together with that portion of said Southeast 1/4 more particularly described as follows:

**Beginning** at the southeast corner of section 31, also being the existing Chester Public Utility District boundary;

Thence, (1) South 89°17'00" West 563.98 feet;

Thence, leaving the existing district boundary, (2) North 00°34'25" West 1150.92 feet;

Thence, (3) South 89°27'49" West 763.24 feet;

Thence, (4) North 00°32'12" West 175.00 feet;

Thence, (5) North 00°32'12" West 664.16 feet;

Thence, (6) North 89°33'15" East 1325.39 feet;

Thence, (7) South 00°36'39" East 662.07 feet;

Thence, (8) South 00°36'39" East 1324.15 feet to the **Point of beginning**, and containing 40.40 acres of land more or less.

Total computed acreage containing 50.40 acres more or less.

*For assessment purposes only. This description of land is not a legal property description as defined in the Subdivision Map Act and may not be used as the basis for an offer for sale of the land described.*

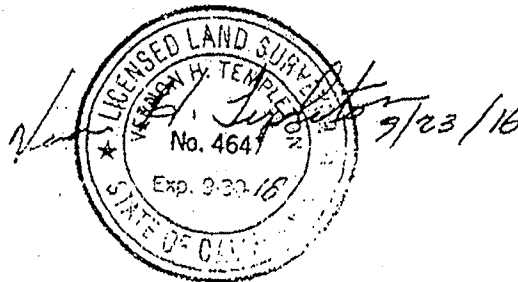
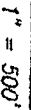


EXHIBIT "A"



53-035

**COURSES:**

- ① S 89°17'00" W 563.98'
- ② N 00°34'25" W 1150.92'
- ③ S 89°27'49" W 763.24'
- ④ N 00°32'12" W 175.00'
- ⑤ N 00°32'12" W 664.16'
- ⑥ N 89°33'15" E 1325.39'
- ⑦ S 00°36'39" E 662.07'
- ⑧ S 00°36'39" E 1324.15'

PROPOSED CHESTER PUBLIC UTILITY  
DISTRICT BOUNDARY  
EXISTING CHESTER PUBLIC UTILITY  
DISTRICT BOUNDARY  
SECTIONAL BREAKDOWN  
CURRENT CHESTER PUBLIC UTILITY  
DISTRICT SPHERE OF INFLUENCE

DISCLAIMER:  
FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION  
OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS  
DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT  
BE USED AS THE BASIS FOR AN OFFER FOR SALE OF  
THE LAND DESCRIBED.


$$1^{\text{st}} = 2000^{\text{th}}$$

9/23/18


EX-933-18

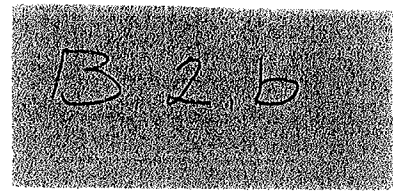
NO. 6647

VERMONT

LICENSED

9/23/18

ASSESSOR'S PARCEL NUMBERS: 071-110-016 & 039	LAPCO RESOLUTION NO.	AGENCE: 50.40	DATE: 09/23/16	SCALE: 1" = 500'
CHESTER ANNEXATION NO. _____		 <b>NST Engineering, Inc.</b> 1493 Riverside Drive Sausalito, CA 94960 (415) 257-5173		
BEING A PORTION OF SECTION 31, T. 29 N., R. 7 E. MDB&M PLUMAS COUNTY		Job No. 2016-077		



**RESOLUTION NO. 17-**

**A Resolution of Agreement by the Board of Supervisors of the County of Plumas  
Adopting a Property Tax Transfer Agreement for Plumas County LAFCo Annexation File  
No. 2016-ANNX-0001 to Chester Public Utility District for Fire Protection Purposes.**

WHEREAS, pursuant to Chapter 6 of Part 0.5 of the Revenue and Taxation Code (commencing with section 95), in order for a jurisdictional change to become final, the governing boards of the affected local agencies must negotiate and reach an agreement regarding the distribution of property tax revenues within the affected areas; and

WHEREAS, the Chester Public Utility District approved annexation proceedings initiated by the property owners to assume service responsibility for the territorial area set forth in Plumas County Local Agency Formation Commission File No. 2016-ANNX-0001, which territory is more particularly described in Exhibit "A" attached hereto and is depicted in the map attached hereto as Exhibit "B"; and

WHEREAS, a proposed jurisdictional change has been filed with the LAFCo Executive Officer to annex 50.40 acres, more or less, into the Chester Public Utility District, LAFCo file No. 2016-ANNX-0001, and negotiations have taken place between the County and the District; and

WHEREAS, prior to annexation, property tax revenue on the annual increment is allocated as follows:

<b>Jurisdiction</b>	<b>TRA 053-035</b>
Plumas County	30.818772%
Flood Control	0.342071%
Chester Cemetery	0.490510%
Education	0.150755%
Plumas Unified School	51.455124%
Feather River College	13.200308%
Chester Public Util. Dist.	0.000000%
Seneca Hospital Dist.	3.443460%
<i>Totals</i>	<i>100.000000%</i>

Assessor Parcel Nos. 011-110-016, 011-110-039

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of Plumas, State of California, as follows:

1. **Definitions:** Unless the particular provisions or context otherwise requires, the definitions contained in this paragraph and in the Revenue and Taxation Code shall govern the construction, meaning, and application of words used in this Resolution.

- a. "Base property tax revenue" means property tax revenues allocated by base tax equivalents to all taxing jurisdictions as to the geographic area comprising a given tax rate area annexed in the fiscal year immediately preceding the tax year in which the property tax revenues are apportioned pursuant to this Agreement, including the amount of State of California reimbursement for the homeowners and business inventory exemptions.
  - b. "Property tax increment" means revenue from the annual tax increment, as "annual tax increment" is defined in section 96.5 of the Revenue and Taxation Code, attributable to the tax rate area for the respective year.
  - c. "Property tax revenue" means base property tax revenue, plus the property tax increment for a given tax rate area.
2. The base property tax revenue currently allocated to the Plumas County General Fund and all local agencies shall not be changed as a result of this annexation.
  3. There shall be an exchange of four and 809343/100000 percentage points (4.809343%) of the property tax increment of the County General Fund's share of future property tax increment revenue to the Chester Public Utility District for fire protection purposes as a result of this annexation such that the resulting annual increment allocation will be as follows:

Jurisdiction	TRA
Plumas County	26.009429%
Flood Control	0.342071%
Education	0.150755%
Plumas Unified School	51.455124%
Feather River College	13.200308%
Chester Public Utility District	4.809343%
Seneca Hospital Dist.	3.443460%
<i>Totals</i>	<i>100.000000%</i>

Assessor Parcel Nos. 011-110-016, 011-110-039

4. This transfer of property tax increment shall not be effective unless and until:
  - a. The tax year following the calendar year in which the statement of boundary changes and the map or plat is filed with the County Assessor and the State Board of Equalization; and
  - b. The adoption of a special tax of not less than \$95 for each parcel applicable to real property within the territory subject to this annexation; and

- c. All the terms and conditions of this resolution are accepted by resolution of the Board of Directors of the District.
5. The property tax increment revenue of all other local agencies shall not be changed as a result of this annexation.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the June 13, 2017, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

---

Lori Simpson, Chair,  
Plumas County Board of Supervisors

**ATTEST:**

---

Nancy DaForno,  
Clerk of Board of Supervisors

[Y:\Resolutions and Ordinances\Property Tax Transfer 2016 Chester PUD Fire -- Resolution plus lighting.doc]

ANNEXATION No. \_\_\_\_\_

ANNEXATION TO CHESTER PUBLIC UTILITY DISTRICT

GEOGRAPHIC DESCRIPTION

All that certain real property, situate in portion of section 31, Township 29 North, Range 7 East, Mount Diablo Base and Meridian, in the County of Plumas, State of California, described as follows:

The Northwest 1/4 of the Northeast 1/4 of the Southeast 1/4, and containing 10.00 acres of land more or less. Together with that portion of said Southeast 1/4 more particularly described as follows:

**Beginning** at the southeast corner of section 31, also being the existing Chester Public Utility District boundary;

Thence, (1) South 89°17'00" West 563.98 feet;

Thence, leaving the existing district boundary, (2) North 00°34'25" West 1150.92 feet;

Thence, (3) South 89°27'49" West 763.24 feet;

Thence, (4) North 00°32'12" West 175.00 feet;

Thence, (5) North 00°32'12" West 664.16 feet;

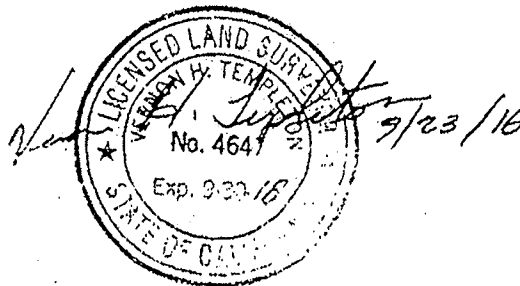
Thence, (6) North 89°33'15" East 1325.39 feet;

Thence, (7) South 00°36'39" East 662.07 feet;

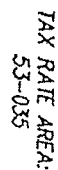
Thence, (8) South 00°36'39" East 1324.15 feet to the **Point of beginning**, and containing 40.40 acres of land more or less.

Total computed acreage containing 50.40 acres more or less.

*For assessment purposes only. This description of land is not a legal property description as defined in the Subdivision Map Act and may not be used as the basis for an offer for sale of the land described.*







- APN: 011-110-039  
COURSES:
- |   |               |          |
|---|---------------|----------|
| ① | S 69°17'00" W | 563.98'  |
| ② | N 00°34'25" W | 1150.92' |
| ③ | S 89°27'49" W | 763.24'  |
| ④ | N 00°32'12" W | 175.00'  |
| ⑤ | N 00°32'12" W | 664.16'  |
| ⑥ | N 89°33'15" E | 1325.39' |
| ⑦ | S 00°36'39" E | 662.07'  |
| ⑧ | S 00°36'39" E | 1324.15' |

APN: 011-170-039  
COURSES:

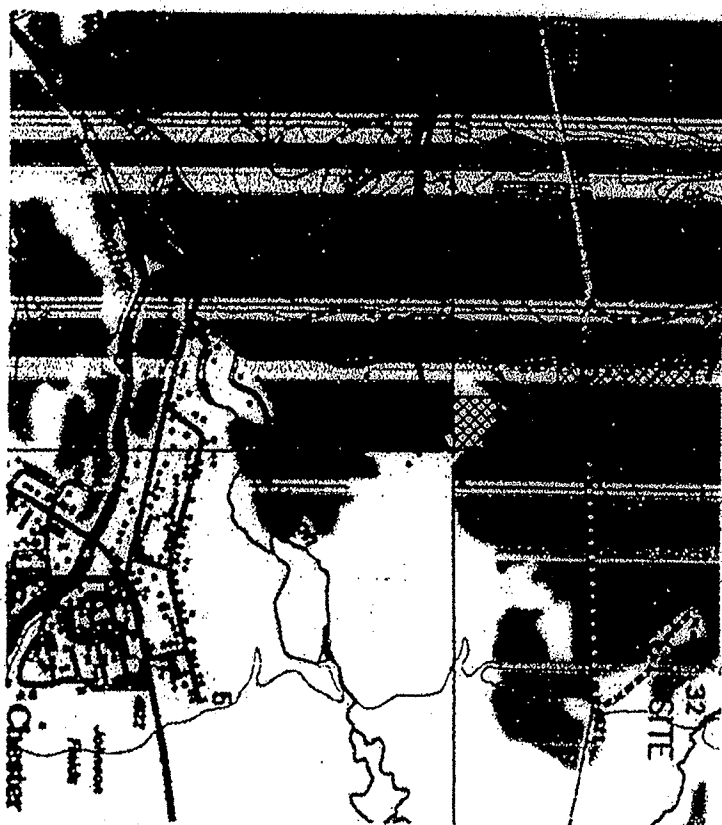
PROPOSED CHESTER PUBLIC UTILITY  
DISTRICT BOUNDARY

EXISTING CHESTER PUBLIC UTILITY  
DISTRICT BOUNDARY

SECTIONAL BREAKDOWN

CURRENT CHESTER PUBLIC UTILITY  
DISTRICT SPHERE OF INFLUENCE

DISCLAIMER:  
FOR ASSESSMENT PURPOSES ONLY. THIS DESCRIPTION OF LAND IS NOT A LEGAL PROPERTY DESCRIPTION AS DEFINED IN THE SUBDIVISION MAP ACT AND MAY NOT BE USED AS THE BASIS FOR AN OFFER FOR SALE OF THE LAND DESCRIBED.



LOCATION MAP  
1" = 2000'


$$1^{\text{st}} = 2000$$

9/23/18

EXPIRATION DATE: 9/30/18

NO. 6647

VERMONT LICENSE

ASSESSOR'S PARCEL NUMBERS: 011-110-016 & 039	LATCO RESOLUTION No	ACREAGE: 50.40	DATE: 09/23/16	SCALE: 1" = 500'
CHESTER ANNEXATION No _____		 <b>NST Engineering, Inc.</b> 1495 Riverside Drive Sausalito, CA 94130 (415) 257-5173		
BEING A PORTION OF SECTION 31, T. 29 N., R. 7 E. MDB&M PLUMAS COUNTY		Job No. 2016-077		



8B

## **DEPARTMENT OF HUMAN RESOURCES**

520 Main Street, Room 115, Quincy, California 95971

(530) 283-6444 FAX (530) 283-6160

Email: [nancyselvage@countyofplumas.com](mailto:nancyselvage@countyofplumas.com)



**DATE:** June 5, 2017

**TO:** The Honorable Board of Supervisors

**FROM:** Nancy Selvage, Human Resources Director

**SUBJECT:** AGENDA ITEM FOR BOARD OF SUPERVISORS MEETING OF JUNE 13, 2017.

**RE: CONSIDERATION OF ORDINANCE AMENDING ARTICLE 2 OF CHAPTER 5 OF TITLE 2 OF PLUMAS COUNTY CODE FOR SALARIES: ELECTED OFFICIALS**

---

### **IT IS RECOMMENDED THAT THE BOARD:**

Review the ten (10) county salary survey base rate for Elected Officials and draft Ordinance for consideration of the Elected Officials salary increases.

### **BACKGROUND AND DISCUSSIONS**

Human Resources Director was asked to conduct a survey for the six (6) Elected Officials, comparing the base wages to the ten (10) counties used for our County's wage comparisons.

In the ten counties surveyed, there were differences in staffing patterns for various elected official positions. Some of the counties have combined elected positions into one position or into a separate department. For example, Glenn County has a "Department of Finance" and is staffed with an appointed department head, a "Director of Finance". The "Department of Finance" includes elected officials as non-elected officials. Such as the "Auditor" and "Treasurer" positions are mid management positions and not elected officials within the "Department of Finance".

Glenn County also combined their Assessor/ Clerk-Recorder / Elections into one elected position. No longer separate elected positions.

Both San Benito and Tuolumne Counties combined the Auditor and Clerk Recorder positions into one Elected Official position of a "County Clerk Auditor Recorder". This position was not included in the wage survey because they are not comparable to our Auditor and Clerk Recorder Elected Officials.

88  
Two of our Elected Officials also receive a stipend which is added to their base wages. These two Officials who receive an annual stipend are Treasurer – Tax Collector (\$9,219.72) and the County Clerk-Recorder (\$7,621.13).

Also important to note, the wage increases scheduled for July 1, 2017 Amador County and August 13, 2017 for Lassen County's Elected Officials were included in the attached ten county wage survey.

The survey results and draft Ordinance are attached for review and discussion. Thank you for your consideration in this matter.



Elected Officials Annual Base Pay  
Ten County Wage Survey

Elected Officials Annual Base Rate of Pay

	Assessor	Auditor	Clerk Recorder	District Attorney	Sheriff - Coroner	Treasurer Tax Collector
Amador as of 07/01/2017	\$ 105,168.00	\$110,496.00	\$ 98,256.00	\$ 133,752.00	\$ 128,124.00	\$ 102,828.00
Calaveras	\$ 107,556.80	\$ 107,556.80	\$ 107,556.80	\$ 154,107.20	\$ 140,691.20	\$ 107,556.80
Colusa	\$ 116,760.00	\$ 122,688.00	\$ 108,408.00	\$ 156,416.00	\$ 140,772.00	\$ 95,472.00
Del Norte	\$ 81,645.20	\$ 80,905.24	\$ 80,215.20	\$ 104,977.60	\$ 90,764.18	\$ 79,372.28
Glenn	**	**		\$ 93,329.60	\$ 91,457.60	**
Inyo	\$ 107,208.00	\$ 107,208.00	\$ 97,464.00	\$ 141,502.40	\$ 133,584.00	\$ 97,464.00
Lassen as of 8/13/2017	\$ 83,664.00	\$ 83,664.00	\$ 83,664.00	\$ 101,193.66	\$ 79,800.00	\$ 83,664.00
San Benito	\$ 118,838.10			\$ 153,608.00	\$ 196,580.80	\$ 118,289.60
Tehama	\$ 112,251.00	\$ 115,053.00	\$ 101,820.00	\$ 141,939.20	\$ 132,640.00	\$ 106,906.00
Tuolumne	\$ 126,235.20			\$ 144,435.20	\$ 139,484.80	\$ 126,235.20
Total	\$ 959,326.30	\$727,571.04	\$ 677,384.00	\$ 1,325,260.86	\$ 1,273,898.58	\$ 917,787.88
Average	\$ 106,591.81	\$ 103,938.72	\$ 96,769.14	\$ 132,526.09	\$ 127,389.86	\$ 101,976.43
Plumas Current Base Rate	\$ 74,784.00	\$ 77,208.00	\$ 74,784.00	\$ 95,724.00	\$ 95,208.00	\$ 74,784.00
Base rate with stipend			83,812.92			84,003.72

Amador County wages are effective 07/01/2017  
Lassen County Wages are effective 08/13/2017

Prepared: May 2017  
Human Resources

## Comments regarding ten county survey results for Elected Officials

1. **Glenn County** combines **Assessor / Clerk-Recorder / Elections** positions into one. Therefore, not comparable to Plumas's Elected Official position and wages were excluded from the overall calculation. Glenn County pays \$82,368.00 annually, for their combined position.
2. **Glenn County's Treasurer and Auditor** are not elected positions. Instead, Glenn County has a "**Department of Finance**", which includes: Director of Finance (\$87,900.80); Assistant Director of Finance (\$74,526.40); Assistant Director of Finance (Auditor \$70,000); and Assistant Director of Finance (Treasurer \$70,200).
3. \*\*\* **San Benito & Tuolumne** Counties combine **Auditor** and **Clerk Recorder** into one position: "County Clerk Auditor Recorder". These were not included in average since these positions are combined into one and not comparable to Plumas County's Elected Official positions.
  - **San Benito** base rate of pay \$136,635.20 annually
  - **Tuolumne** base rate of pay \$147,347.20 annually
4. Plumas County Base salary plus Stipend:
  - **Clerk Recorder**: base rate increase with stipend = \$83,812.92
  - **Treasurer/Tax Collector**: base rate increase with stipend = \$84,003.72

ORDINANCE NO. 2017-\_\_\_\_\_  
AN ORDINANCE AMENDING ARTICLE 2 OF CHAPTER 5  
OF TITLE 2 OF PLUMAS COUNTY CODE  
(SALARIES: ELECTED OFFICIALS)

The Board of Supervisors of the County of Plumas, State of California, ORDAINS as Follows:

**SECTION 1.** Article 2 of Chapter 5 of Title 2, Article 2 of the Plumas County Code is amended to read as follows:

**ARTICLE 2 SALARIES: ELECTED OFFICIALS**

**SALARIES** – Effective July 1, 2017 the salaries for the Elected Officials shall be:

**SECTION 2 – 5.201 Assessor**

The salary of the Assessor shall be \$106,591.81 as of July 1, 2017.

**SECTION 2 – 5.202 Auditor-Controller – Risk Manager**

The salary of the Auditor-Controller-Risk Manager shall be \$103,938.72 as of July 1, 2017.

**SECTION 2 – 5.203 County Clerk-Recorder**

The salary of the County Clerk-Recorder shall be \$96,769.14 as of July 1, 2017.  
Stipend shall be \$7,624.13 as of July 1, 2017.

**SECTION 2 – 5.204 District Attorney-Public Administer**

The salary of the District Attorney-Public Administer shall be \$132,526.09 as of July 1, 2017.

**SECTION 2 – 5.206 Sheriff – Coroner**

The salary of the Sheriff – Coroner shall be \$127,389.86 as of July 1, 2017.

**SECTION 2 – 5.207 Treasurer-Tax Collector**

The salary of the Treasurer-Tax Collector shall be \$101,976.43 as of July 1, 2017.  
Stipend shall be \$9,219.72 as of July 1, 2017.

The salary for each Elected Official shall be adjusted on the first day of the first pay periods starting July 1<sup>st</sup> of each year based on the percentage change in the California Consumer Price Index, all urban consumer series using the “April to April” comparison. The salaries for each elected official shall be paid in the same manner as has been established for full-time elected officials in Plumas County.



**SECTION 2-5.208 Benefits for Elected Officials**

The benefits for elected officials shall generally be the same for appointed department heads except for sick leave, vacation and administrative leave. Elected officials shall be exempt from furlough. Other benefits shall be as established by the Board of Supervisors by minute order or Resolution.

**SECTION II. Operative date: Effective date: Publication: Codification**

The Operative Date of the Ordinance is July 1, 2017.

The Ordinance shall become effective 30 days after its date of final adoption. It shall be published in the Feather River Bulletin, a newspaper of general circulation in Plumas County, within 15 days of final adoption. Section I of this Ordinance shall be codified; the remainder shall be un-codified.

Introduced at a regular meeting of the Board of Supervisors on the 13<sup>th</sup> day of June 2017 and passed and adopted by the Board of Supervisors of the County of Plumas, State of California, on the \_\_\_\_\_ day of \_\_\_\_\_, 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

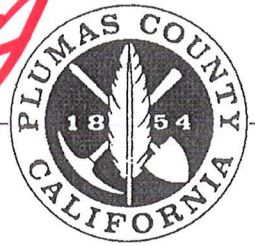
\_\_\_\_\_  
Lori Simpson, Chair of the Board of Supervisors

ATTEST:

\_\_\_\_\_  
Nancy L. DaForno, Clerk of the Board

# PLUMAS COUNTY AUDITOR / CONTROLLER

520 MAIN STREET ♦ ROOM 205 ♦ QUINCY, CA 95971-4111 ♦ (530) 283-6246 ♦ FAX (530) 283-6442  
ROBERTA M. ALLEN, CPA ♦ AUDITOR / CONTROLLER



**Date:** June 7, 2017

**To:** Honorable Board of Supervisors

**From:** Roberta M. Allen, Auditor / Controller 

**Subject:** Authorize Auditor/Controller to use up to \$2 million of General Fund fund balance to pre-pay the unfunded liability to CalPERS due July, 2017, costs to be allocated to the appropriate departments.

---

## Recommendation:

Authorize Auditor/Controller to use up to \$2 million of General Fund fund balance to pre-pay the unfunded liability to CalPERS due July, 2017, costs to be allocated to the appropriate departments.

## Analysis:

Based on the CalPERS actuarial valuation dated June 30, 2015, Plumas County is required to pre-pay a portion of the employer's unfunded liability in either a lump-sum payment of \$1,996,450 or in monthly installments of \$172,497 with a 10% interest rate. Paying the lump-sum amount will save the county \$73,514 plus 10% interest on the unpaid amount when compared to making monthly installments. To take advantage of the savings, the Auditor/Controller is proposing to use General Fund fund balance to prepay the lump-sum payment of \$1,996,450. The CalPERS contributions will be included in the 2017/18 budgets for the departments whose employees are in the Miscellaneous Plan, and the cost of the lump-sum payment will be charged to these departments periodically so that the General Fund will be made whole by the end of fiscal year 2017/18.



California Public Employees' Retirement System  
Actuarial Office  
P.O. Box 942701  
Sacramento, CA 94229-2701  
TTY: (916) 795-3240  
(888) 225-7377 phone • (916) 795-2744 fax  
[www.calpers.ca.gov](http://www.calpers.ca.gov)

**August 2016**

**MISCELLANEOUS PLAN OF THE COUNTY OF PLUMAS (CalPERS ID: 4847817667)  
Annual Valuation Report as of June 30, 2015**

Dear Employer,

As an attachment to this letter, you will find a copy of the June 30, 2015 actuarial valuation report of your pension plan. Your 2015 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your CalPERS staff actuary, whose signature appears in the "Actuarial Certification" section on page 1, is available to discuss the report with you after August 31, 2016.

**Future Contributions**

The exhibit below displays the minimum employer contributions for Fiscal Year 2017-18 and projected contributions for Fiscal Year 2018-19, before any cost sharing. The projected contributions for Fiscal Year 2018-19 are based on the most recent information available, including an estimate of the investment return for Fiscal Year 2015-16, namely 0.0 percent. For a projection of employer contributions beyond Fiscal Year 2018-19, please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section. This 5-year projection of future employer contributions supersedes any previous projections we have provided. The "Risk Analysis" section of the valuation report also contains estimated employer contributions in future years under a variety of investment return scenarios.

Fiscal Year	Employer Normal Cost Rate	Employer Payment of Unfunded Liability	Employee PEPRA Rate
2017-18	8.044%	\$2,069,963	6.25%
2018-19 (projected)	8.0%	\$2,495,678	N/A

Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the above. **The employer contributions in this report do not reflect any cost sharing arrangement you may have with your employees.**

The estimates for Fiscal Year 2018-19 also assume that there are no future contract amendments and no liability gains or losses (such as larger than expected pay increases, more retirements than expected, etc.). This is a very important assumption because these gains and losses do occur and can have a significant impact on required contributions. These gains and losses cannot be predicted in advance so the projected employer contributions are just estimates. The actual required employer contributions for Fiscal Year 2018-19 will be provided in next year's report.

## Required Contributions

Required Employer Contribution		Fiscal Year
		2017-18
Employer Normal Cost Rate		8.044%
Plus Either		
1) Monthly Employer Dollar UAL Payment	\$	172,497
Or		
2) Annual UAL Prepayment Option	\$	1,996,450
Required PEPRAs Member Contribution Rate		6.25%
<p>The total minimum required employer contribution is the <b>sum</b> of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) <b>plus</b> the Employer Unfunded Accrued Liability (UAL) Contribution Amount (billed monthly in dollars). Only the UAL portion of the employer contribution can be prepaid (which must be received in full no later than July 31). Plan Normal Cost contributions will be made as part of the payroll reporting process. If there is contractual cost sharing or other change, this amount will change. §20572 of the Public Employees' Retirement Law assesses interest at an annual rate of 10 percent if a contracting agency fails to remit the required contributions when due. For additional detail regarding the determination of the required contribution for PEPRAs members, see Appendix D. Required member contributions for Classic members can be found in Appendix B.</p>		

$172,497 \times 12 = 2,069,964$

	Fiscal Year	Fiscal Year
	2016-17	2017-18
<b>Normal Cost Contribution as a Percentage of Payroll</b>		
Total Normal Cost	15.133%	14.708%
Employee Contribution <sup>1</sup>	6.719%	6.664%
Employer Normal Cost	8.414%	8.044%
Projected Annual Payroll for Contribution Year	\$ 16,244,545	\$ 17,292,819
<b>Estimated Employer Contributions Based On Projected Payroll</b>		
Total Normal Cost	\$ 2,458,286	\$ 2,543,428
Employee Contribution <sup>1</sup>	1,091,471	1,152,393
Employer Normal Cost	1,366,815	1,391,035
Unfunded Liability Contribution	1,774,631	2,069,963
Estimated Total Employer Contribution <sup>2</sup>	\$ 3,141,446	\$ 3,460,998

<sup>1</sup> For classic members, this is the percentage specified in the Public Employees Retirement Law, net of any reduction from the use of a modified formula or other factors. For PEPRAs members, the member contribution rate is based on 50 percent of the normal cost. A development of PEPRAs member contribution rates can be found in Appendix D. Employee cost sharing is not shown in this report.

<sup>2</sup> As a percentage of projected payroll the UAL contribution for Fiscal Year 2017-18 is 11.970 percent for an estimated total employer contribution rate of 20.014 percent. As determined in the June 30, 2014 valuation, the Fiscal Year 2016-17 UAL contribution is 10.924 percent for a total employer contribution rate of 19.338 percent.





## Profile

Summary Payments Receivables Agreements Mergers and Reorganizations

View Benefits  
Maintain Positions  
View Merger History  
View Special Provisions  
Maintain CBU  
GASB Information

Contract Number: 10087

Contract Status: Active

Rate Plan Identifier: 143  
Member Category: Miscellaneous  
Risk Pool: No  
Superfunded: No

Normal Cost Rate: 8.044%  
Unfunded Actuarial Liability Rate: 0.0%  
Phase Out Rate: 0.0%  
Side Fund Rate: 0.0%  
Class 1 Surcharge Rate: 0.0%

Pre-paid: No

Total Employer Rate: 8.044%

0% Rate Prepayment Amount: \$0.00  
Rate Plan Effective Date: 07/01/2017

Prepaid Rate Adjustment: 0.0%  
Effective Employer Rate: 8.044%

Unfunded Accrued Liability  
Monthly Amount: \$172,497.00

Unfunded Accrued Liability  
Prepayment Amount: \$1,996,450.00

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Build: v6.5 Baseline: 170227\_175714\_v6.5\_Int.3877 UID: 896

## Plan's Funded Status

	June 30, 2014	June 30, 2015
1. Present Value of Projected Benefits	\$ 137,227,093	\$ 141,682,821
2. Entry Age Normal Accrued Liability	121,712,652	125,196,002
3. Market Value of Assets (MVA)	\$ 95,905,054	\$ 95,283,974
4. Unfunded Accrued Liability (UAL) [(2) - (3)]	\$ 25,807,598	\$ 29,912,028
5. Funded Ratio [(3) / (2)]	78.8%	76.1%

## Projected Employer Contributions

The estimated employer contribution for Fiscal Year 2018-19 is based on a projection of the most recent information we have available, including an estimated 0.0 percent investment return for Fiscal Year 2015-16.

The table below shows projected employer contributions (before cost sharing) for the next five fiscal years, assuming CalPERS earns 0.0 percent for Fiscal Year 2015-16 and 7.50 percent every fiscal year thereafter, and assuming that all other actuarial assumptions will be realized and that no further changes to assumptions, contributions, benefits, or funding will occur during the projection period. The projected normal cost percentages do not reflect that the normal cost will decline over time as new employees are hired into PEPRAs or other lower cost benefit tiers.

	Required Contribution	Projected Future Employer Contributions				
Fiscal Year	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Normal Cost %	8.044%	8.0%	8.0%	8.0%	8.0%	8.0%
UAL \$	2,069,963	2,495,678	2,945,073	3,199,572	3,478,525	3,501,984

For projected contributions under alternate investment return scenarios, please see the "Analysis of Future Investment Return Scenarios" in the "Risk Analysis" section.

Per CalPERS Actuary Studies as of 6/30/15

Member Category	Unfunded Accrued Liability (UAL) 6/30/2015	Employer Payment of Unfunded Liab. FY 17/18	Employer Lump-Sum Payment 7/31/2017	Employer Monthly Payment Option	Employer Monthly Payment Option x 12 months	Employer Normal Cost Rate FY 17/18	Employer Normal Cost Amount FY 17/18	Employer Unfunded Liability FY 17/18	Estim. Total Employer Contribution FY 17/18
Miscellaneous	29,912,028	2,069,963	1,996,450	172,497	2,069,964	8.04%	1,391,035	2,069,963	3,460,998
Safety Sheriff	5,389,857	371,975	358,764	30,997.88	371,975	18.49%	420,088	371,975	792,063
Pepra Safety Sheriff	733	167	161		167	12.73%	28,535	167	28,702
Safety DA	4,221,579	341,129	329,014	28,427.44	341,129	16.498%	13,214	341,129	354,343

Per OPEB Actuary Study as of 7/1/2015:

Number of Active Employees 360  
Average Age 46.7

Number of Retired Employees 41  
Average Age 64.2  
Average Retirement Age 58.4



## Glossary of Actuarial Terms

### **Accrued Liability** *(also called Actuarial Accrued Liability or Entry Age Normal Accrued Liability)*

The total dollars needed as of the valuation date to fund all benefits earned in the past for *current* members.

### **Actuarial Assumptions**

Assumptions made about certain events that will affect pension costs. Assumptions generally can be broken down into two categories: demographic and economic. Demographic assumptions include such things as mortality, disability and retirement rates. Economic assumptions include discount rate, salary growth and inflation.

### **Actuarial Methods**

Procedures employed by actuaries to achieve certain funding goals of a pension plan. Actuarial methods include funding method, setting the length of time to fund the Accrued Liability and determining the Value of Assets.

### **Actuarial Valuation**

The determination, as of a valuation date of the Normal Cost, Accrued liability, and related actuarial present values for a pension plan. These valuations are performed annually or when an employer is contemplating a change to their plan provisions.

### **Amortization Bases**

Separate payment schedules for different portions of the Unfunded Liability. The total Unfunded Liability of a Risk Pool or non-pooled plan can be segregated by "cause," creating "bases" and each such base will be separately amortized and paid for over a specific period of time. However, all bases are amortized using investment and payroll assumptions from the current valuation. This can be likened to a home having a first mortgage of 24 years remaining payments and a second mortgage that has 10 years remaining payments. Each base or each mortgage note has its own terms (payment period, principal, etc.)

Generally, in an actuarial valuation, the separate bases consist of changes in unfunded liability due to contract amendments, actuarial assumption changes, actuarial methodology changes, and/or gains and losses. Payment periods are determined by Board policy and vary based on the cause of the change.

### **Amortization Period**

The number of years required to pay off an Amortization Base.

### **Classic Member (under PEPRA)**

A classic member is a member who joined CalPERS prior to January, 1, 2013 and who is not defined as a new member under PEPRA. (See definition of new member below)

### **Discount Rate Assumption**

The actuarial assumption that was called "investment return" in earlier CalPERS reports or "actuarial interest rate" in Section 20014 of the California Public Employees' Retirement Law (PERL).

### **Entry Age**

The earliest age at which a plan member begins to accrue benefits under a defined benefit pension plan. In most cases, this is the age of the member on their date of hire.

### **Entry Age Normal Cost Method**

An actuarial cost method designed to fund a member's total plan benefit over the course of his or her career. This method is designed to yield a rate expressed as a level percentage of payroll.  
(The assumed retirement age less the entry age is the amount of time required to fund a member's total benefit. Generally, the older a member on the date of hire, the greater the entry age normal cost. This is mainly because there is less time to earn investment income to fund the future benefits.)

**Fresh Start**

A Fresh Start is when multiple amortization bases are collapsed to one base and amortized together over a new funding period.

**Funded Status**

A measure of how well funded, or how "on track" a plan or risk pool is with respect to assets versus accrued liabilities. A ratio greater than 100% means the plan or risk pool has more assets than liabilities and a ratio less than 100% means liabilities are greater than assets.

**GASB 68**

Statement No. 68 of the Governmental Accounting Standards Board. The accounting standard governing a state or local governmental employer's accounting and financial reporting for pensions. GASB 68 replaces GASB 27 effective the first fiscal year beginning after June 15, 2014.

**New Member (under PEPRA)**

A new member includes an individual who becomes a member of a public retirement system for the first time on or after January 1, 2013, and who was not a member of another public retirement system prior to that date, and who is not subject to reciprocity with another public retirement system.

**Normal Cost**

The annual cost of service accrual for the upcoming fiscal year for active employees. The normal cost should be viewed as the long term contribution rate.

**Pension Actuary**

A business professional that is authorized by the Society of Actuaries, and the American Academy of Actuaries to perform the calculations necessary to properly fund a pension plan.

**PEPRA**

The California Public Employees' Pension Reform Act of 2013

**Prepayment Contribution**

A payment made by the employer to reduce or eliminate the year's required employer contribution.

**Present Value of Benefits (PVB)**

The total dollars needed as of the valuation date to fund all benefits earned in the past or expected to be earned in the future for *current* members.

**Superfunded**

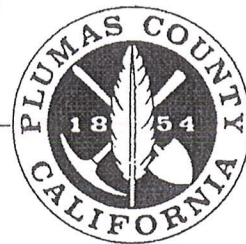
A condition existing when a plan's Actuarial Value of Assets exceeds its Present Value of Benefits. Prior to the passage of PEPRA, when this condition existed on a given valuation date for a given plan, employee contributions for the rate year covered by that valuation could be waived.

**Unfunded Liability (UAL)**

When a plan or pool's Value of Assets is less than its Accrued Liability, the difference is the plan or pool's Unfunded Liability. If the Unfunded Liability is positive, the plan or pool will have to pay contributions exceeding the Normal Cost.

# PLUMAS COUNTY AUDITOR / CONTROLLER

520 MAIN STREET ♦ ROOM 205 ♦ QUINCY, CA 95971-4111 ♦ (530) 283-6246 ♦ FAX (530) 283-6442  
ROBERTA M. ALLEN, CPA ♦ AUDITOR / CONTROLLER



**Date:** June 7, 2017

**To:** Honorable Board of Supervisors

**From:** Roberta M. Allen, Auditor / Controller 

**Subject:** Authorize Auditor/Controller to allow the cash balance for Plumas County Community Development Commission to go negative in order to pay contractors working on the Tobin Project while waiting for state reimbursement.

---

## **Recommendation:**

Authorize Auditor/Controller to allow the cash balance for Plumas County Community Development Commission to go negative in order to pay contractors working on the Tobin Project while waiting for state reimbursement.

## **Analysis:**

Plumas County was awarded a CDBG grant several years ago for upgrades to the Tobin water system. The grant requires that the county pay the costs associated with the construction and then apply for reimbursement. The reimbursements are received by the county anywhere from three to six weeks (sometimes longer). In order to pay the contractors on a timely basis, the Auditor/Controller is proposing that the cash in Fund 0070 PCCDC PILT CDBG be allowed to go in the negative while the county is waiting for the state reimbursements. A similar strategy was utilized for the previous CDBG grant last fiscal year and all state reimbursement was received.



## DEPARTMENT OF FACILITY & AIRPORT SERVICES

198 ANDY'S WAY, QUINCY, CALIFORNIA 95971-9645  
(530) 283-6299 FAX: (530) 283-6103

Dony Sawchuk  
Director

Board Meeting: June 13, 2017

To: The Honorable Board of Supervisors

From: Dony Sawchuk, Director

Subject: **Consider request to commit \$400,000 in the FY 2017-2018 Budget as a required match to the Biomass Boiler Project for the Health & Human Services Annex; discussion and possible action**

---

### Background

The Sierra Institute for Community and Environment was awarded \$2.6 million from the California Energy Commission (CEC) in 2015 for the design and construction of a biomass-fired heating system for Plumas County's Health and Human Services Center (HHSC). This system will also generate electricity to supplement the power needs of HHSC during the winter months. A full set of stamped engineered design plans have been developed for this facility, and the project is nearly ready to move to the construction phase. A comprehensive package has been prepared for the Board on project development, operations, costs, contracts and other related items for final approval and will be presented to the Board, July 2017.

Continuance for final approval in July and securing CEC grant funding is contingent upon commitment of these funds to the FY 2017-2018 budget.

Additional back-up material has been attached to this memo.

### Recommendation

Consider request to commit \$400,000 in the FY 2017-2018 Budget as a required match to the Biomass Boiler Project for the Health & Human Services Annex; discussion and possible action

## Plumas County Biomass Project for the Health & Human Services Center Project Summary

### **1. Project Description**

The Sierra Institute for Community and Environment was awarded \$2.6 million from the California Energy Commission (CEC) in 2015 for the design and construction of a biomass-fired heating system. This system will provide heat to Plumas County's Health and Human Services Center (HHSC) and will generate electricity to supplement the power needs of HHSC during the winter months.

A team of engineers experienced with development and installation of small-scale biomass heating systems have developed a detailed set of drawings as part of a building permit set, which was submitted to the Plumas County Building Department on May 2, 2017, for a preliminary review by former Building Official Jim Green. Jim provided initial comments and feedback on the design set, and his comments have since been addressed.

Following approval of the design set, construction will take place from July – October 2017. Once the system is constructed and has operated for one year, and once the CEC grant closes in late 2018, ownership will be transferred to the county.

### **2. Ownership**

To alleviate the burden of project implementation for the county, the project is advancing under a third party development model. The Sierra Institute will own the biomass heating system until construction is completed and the system is operational, and the CEC grant ends in late 2018. After this time, ownership of the system will be transferred to the county, pursuant to a set of contracts that are being reviewed by Plumas County Counsel.

Sierra Institute and its project team have led the design and engineering phase. The design lead on this project, High Sierra Community Energy, will coordinate the equipment procurement activities and oversee equipment installation. This third party model strategy will ensure that fuel supply agreements are in place, project commissioning and system interconnection testing is carried out successfully, and grant reporting is completed before ownership is transferred. Plumas County will be trained during start up and the county will take ownership as a turnkey installation, with full assurance that the project functions as designed.

### **3. Economic Need for the Biomass System**

The heat pumps at the county Health and Human Services Center have been working at full capacity and are under high stress due to the undersized and highly inefficient geothermal system currently in place. The heat pumps are compensating for the inefficient geo-field and are running disproportionately to normal operation. If this continues, the system will fail soon. The costs of a new system are significant. As of May 2017, one heat pump has failed, and two are on the verge of failing. Madden Plumbing and Heating Company quoted \$8,000 to replace the unit that failed. Larger units could cost \$12k. The building has a total of 64 heat pumps.

If building keeps using current system, all heat pumps could fail. The costs of complete failure are as follows:

\$8,000 x 64=**\$512,000** low estimate

\$12,000 x 64=**\$768,000** high estimate

In summary, the geofield **NEEDS** to be replaced soon so heat can efficiently be generated for the Health and Human Services Center, and so pressure can be taken off the heat pumps. The California Energy Commission has awarded this project \$2.6 million to replace the heating system with a propane backup, with the county required to match these funds with \$400,000, for a new biomass heating system with propane backup. Most expenses are covered by grant funds. Furthermore, electricity generated during the heat season will reduce the demand on the electrical grid during peak hours—the work week when heating and electrical costs are at their highest.

A biomass heating system is an economical, sustainable, cost efficient alternative to the geofield, and will be: a) the first biomass heating system of this type and scale in California; and b) be housed in California's first cross laminated timber building—thus, Plumas County has a tremendous opportunity to be a model for sustainable, community-scale efforts to advance utilization of low value woody material, both for heating and for building construction projects.

#### **4. Alternatives Considered**

In September 2013, Digital Energy, Inc. conducted an energy efficiency study of the PHHS building under the CEC's Energy Partnership Program. The study included an assessment of two options to provide supplemental heat to the under-performing geothermal heat pump loop: replace the existing electric boiler with a propane-fired boiler or install a solar collector system. According to the study, replacing the electric boiler with a propane boiler would cost approximately \$125,065 after incentives, generating a 27.7-year payback period. Alternatively, installing the number of solar panels needed would cost approximately \$817,613, generating a payback period of 41.9 years. There is inadequate roof or ground space near the Health and Human Services Center for the needed amount of solar panels.

Another alternative to the biomass CHP project is to do nothing. As identified above in Section 3, the current system of supplementing the geothermal heat pump loop with an electric boiler is expensive and will result in needed equipment replacement and/or geothermal expansion in the future.

With a payback to Plumas County of 11-12 years at the most, the biomass CHP project is the best economical solution for developing heat for the Health and Human Services Center.

#### **5. Fuel Supply, Storage, and Delivery**

The biomass heating system will use woody biomass chips as fuel. Wood chips will be stored on site in two enclosed bins, which can be rotated in and out to be refilled. Sierra Institute will hold a contract with J&C Enterprises of Crescent Mills for purchase and delivery of fuel. More information on the fuel bin system follows:

- Each bin holds about 7-10 tons of biomass, and can provide enough heat for 3-7 days depending on the severity of the weather. When one bin is empty, the other bin will fuel the system, giving the fuel supplier 3-7 days to refill before the other runs out.
- Bin pick up and drop off will take ~15 minutes—deliveries before 8 am can be implemented to minimize traffic impacts.
- Bins will be enclosed in the building, on a concrete slab foundation.
- Bins are reliable—they are working efficiently at a recently-installed biomass district energy system in Burns, OR, also developed by High Sierra Community Energy.
- Back-up haulers and fuel providers in the Quincy area are available and ready to transport bins to be refueled when needed. The bins have been designed so that they can be transported by Waste Management's trucks in Quincy, should a back-up hauler be needed. Sierra Pacific Industries has also stated via phone conversations that they could provide wood chips if needed.

The biomass system will utilize approximately 400 - 600 bone dry tons (BDT) of processed wood chips per year—a small proportion of available biomass material throughout the region. A 2011 supply assessment performed by TSS Consultants for the Sierra Institute indicates that between 130,000 and 210,000 BDT of biomass is available per year in the Upper Feather River Watershed, as byproducts of fuel treatments, timber harvests, and forest restoration activities on both public and private land. The Plumas National Forest has stated that they have the capacity to generate thousands of tons of supply per year. Furthermore, the Sierra Institute has had direct conversations from private forest landowners and independent contractors who have indicated that they have or can supply this project and others, and could provide material starting immediately. This includes Collins Pine, J&C Enterprises, and the Plumas County Fire Safe Council.

## **6. Operational Costs**

High Sierra Community Energy, a California subsidiary of Wisewood Energy, the design lead for this project, has developed an Operations and Maintenance Costs for the operation. Various costs for running the biomass system at its fullest capacity (or, it's modeled as if the heat demands were consistently high throughout the winter). Overall, the biomass system is expected to save the county at least \$30,000 per year. Savings could be higher depending on the severity of the winter and the demand for fuel. Sierra Institute and High Sierra Community Energy will be modeling how to run the system for optimal savings and efficiencies during the first year of operation, allowing us to further refine these numbers.

## **7. Construction Budget**

Plumas County has committed a \$400,000 match to this project, specifically to take the lead on construction of the boiler building, its foundation, and trenching work to Health and Human Services building. The attached budget identifies: a) the total project budget, including grant funds; and b) the costs and work tasks that the county will specifically be paying for.

## **8. Cross Laminated Timber Building Innovation**



Cross-laminated timber (CLT) is wood material consisting of several layers of cross sectional lumber, generating a sturdy building material that has seismic and fire safety attributes in commercial building applications. Tall buildings in Portland, New York City, Minneapolis, Chicago, and Vancouver BC made of CLT material are being constructed—CLT buildings are strong, safe, simple to construct, and provide a market for small-diameter trees. The biomass boiler at the HHSC will be housed within a CLT building, which will be the first fully CLT building in the state of California. This will place a much higher profile on the project and will put Plumas County on the map.

The Sierra Institute has contributed \$20,000 of separate grant funds to pay for architectural services for the CLT building. Additional project funding has supported structural engineering work.

#### **9. Other concerns**

- a. Air quality, emissions: see attached letter from the Northern Sierra Air Quality Management District
- b. What happens in a flooding event?: if, for example, Plumas County is hit with another flooding event, chips will be transported through Susanville, should highway access out of Quincy be cut off. Wood chips can also be purchased from the Sierra Pacific Industries mill, or from other private contractors in the American Valley area. A SPI spokesperson has stated that they'd be willing to supply chips if needed. The fuel bins are designed so Waste Management trucks can transport them if J&C Enterprises cannot reach the area.
- c. Back up heating systems: if, for some reason, the biomass boiler were to run out of wood fuel supply, or if the system needed maintenance, there will be a backup propane boiler to provide heat for the H&HSC. If the propane boiler were to fail, the existing electric boiler and geofield will remain in place and can be used. So, the H&HSC will have triple redundancy in heating options.

#### **10. Concluding Comments and Next Steps**

Overall, given the issues with the current geofield, and the significant cost implications of replacing the heat pumps, the biomass heating system serves as an ideal solution to these issues. The geofield problems will not go away. The new biomass system has been fully designed, contracts have been established, and a revised construction budget has been submitted to the California Energy Commission. Jim Green, former Building Official, expressed support for this project and stayed involved until his last day at the Building Department, and even performed a preliminary review of the plans prior to his departure. Jim passed a few comments/requests on the design package to Dony Sawchuk, and those requests have been addressed by the design team.

**Plumas Health and Human Services** **WOOD ENERGY**  
 Biomass CHP District Energy - 25-Year

**Location** G  
**Contact** D  
**Date** 5/1/2017  
**Contact** Andrew Haden  
**Phone** (503) 706-6187  
**Email** andrew@wisewoodenergy

		20	25
<b>Current Propane and Electric Heating</b>			
<b>Current Operating Costs</b>			
Electricity*	32	\$ 31,143	\$ 34,723
Electrical Demand Charge*	62	\$ 49,350	\$ 55,022
<b>Current Maintenance Costs</b>			
HVAC System Maintenance***	60	\$ 19,241	\$ 20,728
<b>Total Existing Heating Costs</b>	<b>54</b>	<b>\$ 99,733</b>	<b>\$ 110,473</b>
<b>Proposed Biomass CHP District Energy</b>			
<b>Operating Costs</b>			
Wood Fuel***	55	\$ 48,645	\$ 52,404
Wood Fuel Handling & Delivery from Second	47	\$ 37,755	\$ 40,673
Electricity to Run Biomass Boiler System*	50	\$ 3,847	\$ 4,289
Propane**	25	\$ 8,915	\$ 11,818
<b>Subtotal Operating Costs</b>	<b>77</b>	<b>\$ 99,162</b>	<b>\$ 109,184</b>
<b>Maintenance Costs</b>			
Ash Disposal***	70	\$ 6,324	\$ 6,813
Biomass Boiler Maintenance***	27	\$ 5,308	\$ 5,718
ORC Maintenance***	69	\$ 9,554	\$ 10,292
Remote monitoring***	87	\$ 955	\$ 1,029
Insurance***	97	\$ 3,767	\$ 4,058
<b>Subtotal Maintenance Costs</b>	<b>50</b>	<b>\$ 25,908</b>	<b>\$ 27,910</b>
<b>Total Proposed Heating Costs</b>	<b>26</b>	<b>\$ 125,070</b>	<b>\$ 137,095</b>
<b>Revenue and Savings from ORC Power</b>			
Electricity Savings to Run Heat Pumps at 80d	62	\$ 22,034	\$ 24,566
Demand Savings to Run Heat Pumps at 80d	83	\$ 33,430	\$ 37,272
ORC Power Production*	82	\$ 23,617	\$ 26,331
ORC Demand Reduction*	79	\$ 5,885	\$ 6,562
<b>TOTAL</b>	<b>205</b>	<b>\$ 84,965</b>	<b>\$ 94,732</b>
<b>Biomass Energy Savings</b>	<b>33</b>	<b>\$ 59,628</b>	<b>\$ 68,110</b>
<b>Cumulative Cash Savings</b>	<b>52</b>	<b>\$ 917,525</b>	<b>\$ 1,240,843</b>

11B

**RESOLUTION NO. 17 -**

**A RESOLUTION ADOPTING THE RECOMMENDED BUDGET FOR PLUMAS COUNTY AND THE DEPENDENT SPECIAL DISTRICTS THEREIN FOR FISCAL YEAR 2017-2018, IN ACCORDANCE WITH GOVERNMENT CODE §29064**

**WHEREAS**, the Recommended Budget for FY 2017-2018 for Plumas County was prepared and distributed according to law, and a copy of the Proposed Budget is on file with the Clerk of the Board; and

**WHEREAS**, the Board of Supervisors now seeks to adopt the Recommended Budget in accordance with Government Code §29000 et. seq., and adopt recommended budgets for Special District for which the Board of Supervisors is the governing board.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors, County of Plumas, State of California, as follows:

1. The recommended budget has been modified as the result of meeting with departments in order to constitute the Recommended Budget for FY 2017-2018 for Plumas County and those Special Districts governed by the Board of Supervisors.
2. A copy of the Recommended Budget shall be filed with the Clerk of the Board.
3. All Capital Improvement Projects and Fixed Asset Purchases in the General Fund are frozen until final adoption of the FY 2017-2018 Budget or until individually approved by the Board of Supervisors.

The foregoing Resolution was duly passed and adopted by the Board of Supervisors of the County of Plumas, State of California, at a regular meeting of said Board held on the 13th day of June, 2017 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

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Lori Simpson, Chair

**ATTEST:**

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Clerk of the Board