

COUNTY OF PLUMAS
PLANNING COMMISSION MEETING MINUTES
REGULAR MEETING

DATE: December 5, 2024
TIME: 10:00 a.m.

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

THE PUBLIC MAY PARTICIPATE VIRTUALLY AS FOLLOWS

Zoom Meeting / View and Verbal Public Comment Opportunity:

Members of the public who wish to watch live and provide public comment on any item on the agenda can join via the following link:

<https://zoom.us/j/92668567598?pwd=T21qNFFGem1PWXBUIUFFZSnJwZEIKdz09>

Call: 1-669-900-9128

Meeting ID: 926 6856 7598

Passcode: 461910

Written Public Comment Opportunity:

Members of the public may submit written comments on any matter within the Commission's subject matter jurisdiction (Plumas County Code Title 2, Chapter 2, Article 1, Sec. 2-2.107 – Duties), regardless of whether the matter is on the agenda for Commission consideration or action. Comments will be entered into the administrative record of the meeting. Members of the public are strongly encouraged to submit their comments on agenda and non-agenda items before and/or during the Planning Commission meeting, using e-mail address

publicplanningcommission@countyofplumas.com

www.countyofplumas.com

REASONABLE ACCOMMODATIONS



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

Note: *A majority of the Board of Supervisors may be present and may participate in discussion.*

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Jack Montgomery, Harvey West, Chris Spencer, Moorea Hoffman Stout

Absent: None

IV. PUBLIC COMMENT OPPORTUNITY

Jennifer Langston, Chief Code Enforcement Officer for Plumas County, stated that the Code Enforcement Department module for the online permitting software, Cloudpermit, went live to the public two weeks ago and the bugs are being worked out. She stated that she will be able to get the Commission statistics on the camping violations by the next meeting. She stated that people claim to store their recreational vehicles while camping. She stated that the Code Enforcement Department recommends adding a definition to the Plumas County Code for the definition of storage of a recreational vehicle.

V. **CONSENT ITEMS**

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

None

B. *Approval of Meeting Minutes of September 5, 2024 (note, the regular meetings of September 19, 2024, October 3, 2024, October 17, 2024, November 7, 2024, and November 21, 2024, were cancelled)*

Motion: Approval of the Meeting Minutes of September 5, 2024, as presented.

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

Vote: Motion carried.

Yes: West, Montgomery, Spencer

Absent: None

Abstain: Moorea Hoffman Stout

VI. **DISCUSSION AND POSSIBLE ACTION: APPOINT VICE-CHAIR OF THE PLANNING COMMISSION FOR CALENDAR YEAR 2024**

Ferguson stated that the election of officers pursuant to the Resolution Establishing the Rules of Conduct of Business of the Plumas County Planning Commission would be on a yearly basis starting the last scheduled meeting in January and would take office the first scheduled meeting in February 2025. Commissioner Montgomery inquired about choosing the Vice-Chair during the February meeting. Ferguson stated that the Vice-Chair would be chosen during the January 16, 2025 meeting and take office during the first February meeting. No action was taken, as the Commissioners opted to take up the appointment of the 2025 Chair and Vice-Chair at the last scheduled meeting in January.

VII. **DISCUSSION AND POSSIBLE ACTION: REVIEW RESOLUTION ESTABLISHING THE RULES OF CONDUCT OF BUSINESS OF THE PLUMAS COUNTY PLANNING COMMISSION**

Commissioner Spencer stated that 72-hour notice is required for most other items as required by the Brown Act. She stated that staff puts a lot of effort into preparing for a meeting. She stated that a 4:30pm quorum deadline on the Wednesday (day prior) is disruptive to staff workflow.

Ferguson stated that establishing the quorum prior to 10am on Monday, the week of the meeting would be beneficial, at minimum. She stated that staff could then issue the agenda or cancellation based on the Commissioners' responses to the call for quorum.

Commissioner West inquired about a check-in between the first 72-hour notice and the Planning Commission meeting.

Commissioner Spencer stated that she would like to have the formal process of establishing a quorum and a soft check-in at 4:30pm on Wednesday before the meeting.

Commissioner Montgomery inquired about calling for quorum on the Monday, the week prior to the meeting, as Commissioner Spencer has suggested. Ferguson stated that quorum schedule would be more advantageous. Ferguson stated, for example, the next scheduled meeting on December 19th, she would call for quorum on Monday, December 9th with a deadline to respond by Thursday, December 12th.

Motion: Amend Resolution PC 19-9 to state: A quorum for a regular meeting shall be established no later than 4:30pm one calendar week prior to the date of the regular meeting.

Moved by Chris Spencer, **Seconded by** Moorea Hoffman Stout

Vote: Motion carried.

Yes: West, Montgomery, Spencer, Stout

Absent: None

VIII. 2021 WILDFIRES LONG-TERM RECOVERY PLAN STANDING UPDATE

Ferguson stated that the recovery support function working groups completed meeting in the fall of 2024 towards providing input on the public review draft. She stated that County staff and the DFC, Patrick Joseph, are working with the County's design consultant to get the design templates ready for the full assembly, with the text and other graphics. She stated that the public review draft will be released sometime in early 2025.

Ferguson stated that the Board of Supervisors approved the 1-year time extension, until December 31, 2025, for the two emergency urgency ordinances; one for debris removal and one for temporary housing. She stated that both are codified in Plumas County Code, Title 4, Chapter 9, Beckwourth Complex and Dixie Fires Recovery.

IX. PLANNING COMMISSIONERS' REPORTS/COMMENTS

Montgomery stated that the Plumas Housing Council has been working with the Indian Valley Community Services District on multi-family zoned sites in Greenville the District owns and has the objective to build rental housing. He also stated that the Plumas Housing Council is working with The Almanor Foundation on several housing initiatives and is attempting to locate multiple private and public funding sources.

Ferguson stated that if there is interest, staff could agendaize an item for the Plumas Housing Council to come and give a presentation before the Commission.

Spencer inquired if Plumas County is planning activities for drought management, domestic wells, and limited water quantity systems. Ferguson stated that the Public Works Department, with other supporting County staff, such as the Planning and Environmental Health departments are working together under a Task Force to prepare a Drought Resilience Plan in response to Senate Bill 552, which requires all counties to improve drought and water shortage preparedness for state small water systems and domestic wells within their jurisdiction by establishing a standing Drought and Water Shortage Task Force and developing a County Drought Resilience Plan. The next public meeting is scheduled for tomorrow night (December 6, 2024) in Chester.

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

A. Conservation and Open Space Element Implementation Measures

Tracey Ferguson stated that the implementation measures are the action items to the policies. Ferguson read aloud Conservation and Open Space Element Implementation Measures one through twelve.

Implementation Measure 1 Ferguson stated that the Planning Department has conditions of approval for when there is a mitigated negative declaration prepared under CEQA, where archaeological resources are protected and there are actions to be taken.

Implementation Measure 2 Ferguson stated that this measure is also accomplished through conditions of approval for discretionary projects.

Implementation Measure 3 Ferguson stated that the Sheriff is the Coroner of the County, and that all of the directions for this circumstance are within the conditions or the mitigation.

Implementation Measure 4 Ferguson stated that, to her knowledge, the County does not have a cultural and historical resources advisory panel.

Implementation Measure 5 Ferguson stated that the County keeps a resource inventory to understand what Federal, State and locally registered historical sites are within Plumas.

Implementation Measure 6 Ferguson stated that Greenville, as an example, does have a special plan historic area boundary but no guidelines or standards have been created to-date.

Implementation Measure 7 Ferguson stated that any demolition permit for a building over 50 years old is looked at with historical context.

Implementation Measure 8 Ferguson stated that Planning staff will support the registration of cultural resources, as requests are provided.

Implementation Measure 9 Ferguson stated that if the County adopts a Mills Act ordinance this measure supports the effort to do so.

Implementation Measure 10 Ferguson stated that Chester, Quincy, Johnsville, and La Porte have design review areas. She stated there is a quorum of members for the Quincy Design Review Committee, and that the Chester Design Review Committee needs all 5 members and a call for recruitment is out now. La Porte and Johnsville also do not have a quorum. She stated in those cases where a quorum of the committees are not present, the County Code directs the review to be done by Planning staff.

Implementation Measure 11 Ferguson stated there are designated scenic areas including scenic highways and roads within Plumas County. She stated that there are aesthetic land use regulations and development standards such as screening of utility boxes and setback distances from rivers and creek corridors.

Implementation Measure 12 Ferguson stated that there is Plumas County Active Transportation Program, Pedestrian/Bicycle Plan completed by the Public Works Department and Transportation Commission in January 2018.

XI. WORKSHOP #10: PLUMAS COUNTY CODE, TITLE 9 PLANNING AND ZONING, AMENDMENTS AND ADDITIONS FOR REVIEW AND DISCUSSION (Tracey Ferguson, AICP, Planning Director)

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

Ferguson stated that "C-1" zoning district height requirements are proposed to mirror "C-2" with a maximum building height of 40 feet, as C-1 is the Core Commercial zone and C-2 is the Periphery Commercial zone.

Commissioner West inquired about having a lot of existing buildings that are 40 feet tall. Ferguson stated that in C-1 zones in Quincy there are buildings up to 40 feet tall.

Commissioner West stated that the County may have added this limit because of structural fire protection. He stated that none of the fire districts in Eastern Plumas County have a ladder truck.

Ferguson stated that the time frames were extended for temporary occupancy from eighteen (18) months to twenty-four (24) months for a dwelling unit and six (6) to eighteen (18) months for a manufactured home. She stated that any extensions granted to the building permit would also be granted to temporary occupancy.

Commissioner West inquired about a situation where the property is subject to CC&Rs and which would apply. Ferguson stated that the most restrictive would apply.

Jennifer Langston inquired about building permits expiring after six (6) months if the applicant has not had an inspection. She asked if the expiration would also apply to the temporary occupancy. Ferguson stated that it would apply to temporary occupancy as well.

James read aloud "a commercial coaches shall mean a structure transportable in one or more sections, designed and equipped for human occupancy...in section 635 of the California Vehicle Code." And stated that it is basically a park trailer. Ferguson stated that it is a "construction job trailer."

Commissioner Spencer stated that she reads the code as different structures that would be used for different commercial purposes.

Commissioner Montgomery stated that the emergency units used by FEMA which have four units in one would apply more to the definition of a commercial coach than a manufactured home. James stated that would be correct.

Ferguson stated that "employee housing limited" is for agricultural zonings AP and GA. She stated that the housing can be clustered on one acre rather than spread out. She stated that this will permit recreational vehicles and manufactured homes on a seasonal basis. Commissioner Spencer inquired about using employee housing limited. Ferguson stated that they would need to apply for an administrative use permit through the Planning Department.

Ferguson stated we are exempting single family units from Labor Force Housing because they are covered under temporary occupancy.

Commissioner Montgomery stated that Seneca Hospital will be bringing about 150 workers in the summer [of 2025]. He stated that they were planning on using available housing, but a survey revealed that it is not available. He stated that they don't have the room on-site to place temporary housing. He stated that a question came up to allow the adjoining property to temporarily house the workers.

Commissioner Montgomery inquired about having a public hearing for the adjoining property owners. Ferguson stated that the Zoning Clearance Certificate decision is appealable, but the application does not provide a public notification as it's a ministerial process at staff level with Planning Director approval. She stated that a clause could be proactively added to state that parcels within 300-feet shall be notified of the Zoning Clearance Certificate action. Commissioner Spencer stated that she would be supportive of having consistent language. West inquired about bringing this to the next meeting for possible action.

Ferguson stated that co-terminus properties could be allowed. She stated that the next level after that would be to allow Labor Force Housing on any parcel.

Commissioner Spencer inquired about allowing off site locations on a case-by-case basis at the Planning Director's discretion. Ferguson stated that the definition specifically states, "onsite temporary workforce" but could be amended at the direction of the Commissioners.

Commissioner Montgomery stated that in the City of Paradise, during wildfire recovery, PG&E had a camp five miles away on an abandoned golf course.

Ferguson stated that staff could modify the language to include specific zoning districts and to allow, on a case by case basis, at the discretion of the Planning Director.

Commissioner Stout stated that in Greenville, there would be no room for Labor Force Housing onsite or on adjacent parcels. She stated that she thinks that it would be worth exploring language that allows offsite Labor Force Housing on a case-by-case basis.

James stated that the temporary wildfire recovery emergency urgency ordinance has "laydown yards" as a use prescribed for in specific zoning districts, for example.

Ferguson stated that staff would bring back language that allowed for offsite Labor Force Housing that allows the Planning Director to have discretion on a case-by-case basis.

XII. 2024-2029 DRAFT HOUSING ELEMENT UPDATE SCHEDULE (Tracey Ferguson, AICP, Planning Director)

Ferguson stated that Planning staff is working on the 2024-2029 update to the County's Housing Element of the General Plan.

XIII. FUTURE AGENDA ITEMS

Workshop #11: Plumas County Code, Title 9 Planning and Zoning, Amendments for Review and Discussion.

2035 General Plan Conservation and Open Space Element Implementation Measures

XIV. ADJOURNMENT

Motion: *Cancel the regularly scheduled meetings of December 19, 2024 and January 2, 2025 and adjourn to the regular meeting scheduled on January 16, 2025.*

Moved by Jack Montgomery **Seconded by** Moorea Hoffman Stout

Vote: *Motion carried.*

Yes: *Montgomery, West, Spencer, Stout*

Absent: *None*