
**PLUMAS COUNTY
ZONING ADMINISTRATOR**

Minutes of the Special Meeting of December 16, 2021

The Plumas County Zoning Administrator convened in a special meeting on December 16, 2021, at 9:01 a.m. in the Permit Center Conference Room, Quincy. Zoning Administrator, Tracey Ferguson, presiding. Senior Planner, Tim Evans, is in attendance. The agenda is approved as submitted.

I. PUBLIC COMMENT OPPORTUNITY

No public comment is presented.

**II. SPECIAL USE PERMIT: RILEY'S JERKY / BENTZ, KALEY & JENNIFER (Applicant/Owner);
APN 110-330-006; T.26NR.9E/S.2 MDM**

The request to permit the processing, distribution, and retail sales of beef jerky and Riley's Jerky merchandise, located at 19406 Highway 89, Greenville, is presented. Senior Planner, Tim Evans, gives a presentation as reflected in the staff report. Evans notes that the Plumas County Environmental Health Department submitted an amendment to their comment, and two additional conditions of approval are being recommended to address those comments. When questioned by Zoning Administrator, Tracey Ferguson, if the applicant has read the staff report and has any questions, Kaley Bentz, applicant/owner, responds that he does not have any questions but states he is not familiar with Cal Fire's Fire Safe Regulations. Ferguson explains that when the building permit application is submitted with the site plan, Planning is going to check the setbacks. If the property is over one (1) acre, which it is, the setback on all sides is a required thirty (30) feet. Evans notes that when he initially reviewed the site plan submitted, he didn't see any issues with regard to the setbacks.

Ferguson opens the public hearing at 9:12 a.m. There being no comments, the hearing is closed at 9:12 a.m.

Ferguson questions how many employees Riley's Jerky will have and the square footage of the retail sales portion of the building, noting the plans show a total of fifteen (15) parking spaces. Bentz replies there will be eight (8) employees and the retail sales square footage is roughly 100 sq. ft. Ferguson states parking is adequate. Bentz questions if the parking spots need to be paved. Evans replies that only the ADA spots need to be paved. Ferguson notes the retail sales use is permitted by right in the C-2 zoning. The special use permit is strictly about the assembly, manufacturing, and processing uses. Ferguson also questions the frequency of the five (5) to ten (10) minute period when exhaust fans blow steam out of the dehydrators, which was noted in the project narrative provided by the applicant. Bentz responds that it is usually once per day, Monday through Friday.

Continuing, Ferguson states that before the issuance of a building permit, the Plumas County Building Department needs to know that a Caltrans encroachment permit has been issued. Bentz states the encroachment permit has been issued and the improvements are almost complete. With that said, Ferguson then explains that when the applicant turns in the building permit application, they should provide proof of the encroachment permit issuance. Ferguson notes that the Plumas County Environmental Health Department is requiring that the project be connected to the Indian Valley CSD for sewage disposal and drinking water supply. Environmental Health has also requested that a *food facility retail sales permit* and *retail food facility plan check* be required. Two new conditions are proposed to be added to address those requirements. Each proposed condition is read and discussed. Ferguson amends Condition #4 to add “. . . if deemed necessary by the Planning Director.”. Ferguson also adds new Environmental Health conditions 9 and 10 as presented. Former conditions 9 and 10 are renumbered to 11 and 12.

DECISION

Tracey Ferguson, Zoning Administrator, finds the project exempt from the requirements of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3), making Findings A and B; and approves the special use permit subject to the conditions of approval outlined in Exhibit 16 of the staff report, as amended, making Findings A through D as follows:

ENVIRONMENTAL FINDINGS

- A. There is no substantial evidence in the whole record supporting a fair argument that the proposed project, as conditioned, might have any significant adverse impact on the environment; and
- B. The custodian and location of the documents which constitute the record of these proceedings is Plumas County Planning and Building Services, 555 Main Street, Quincy, California.

CONDITIONS

Plumas County Planning Department

- 1. The special use permit for the processing facility is approved in conformance with the special use permit application and site plan submitted on November 4, 2021, and the narrative submitted on November 16, 2021.
- 2. All signage shall adhere to the applicable requirements of Plumas County Code Sec. 9-2.2008, *Signs (C-2)*, and Plumas County Code Sec. 9-2.416, *Signs*, and a sign permit shall be obtained from the Planning Department prior to the installation of any business signs.
- 3. As required by Plumas County Code Sec. 9-2.410, *Landscaping*, an area equal to a minimum of ten (10%) percent of the required parking lot area shall be landscaped. Landscaping shall adhere to the requirements set forth in Article 42, "Water Efficient Landscape," of Title 9 (Planning and Zoning). Landscaping requirements may be modified as necessary by the Planning Director.
- 4. Complaints received by the Planning Department about odors from the assembly, manufacturing, or processing of the beef jerky, including the disposal of waste materials, will be reviewed by the Planning Department on a case-by-case basis and, if deemed necessary *by the Planning Director*, a public hearing before the Zoning Administrator shall be held to review the social compatibility of the project and mitigate any odor nuisances with the surrounding community.
- 5. The violation of any condition of a special use permit shall be a violation of the provisions of this chapter and shall be punishable as set forth in Article 12 of Chapter 2 of Title 9 of the Plumas County Code.
- 6. The special use permit is to be signed by the property owners and applicants and returned within forty (40) days of the date of approval or the permit will be voided.

Plumas County Building Department

- 7. Applicant shall submit all necessary building permits for the structure and signage to the Plumas County Building Department within twenty-four (24) months of the approval of this special use permit.

Plumas County Environmental Health

- 8. The applicant shall connect to the Indian Valley Community Services District (IVCSD) for sewage disposal and water supply.
- 9. *Prior to completion of facility construction, a permit to operate a food facility shall be obtained from the Department of Environmental Health.*

10. *Prior to issuance of the building permit, the building plans shall be submitted to the Department of Environmental Health, along with the required Environmental Health plan check fee, for the retail food facility plan check.*

California Department of Forestry and Fire Protection (Cal Fire)

11. The project shall be subject to the 2020 Fire Safe Regulations.
12. If required after a site visit by Cal Fire, the applicant shall obtain a timber harvest plan, including a conversion permit.

As an advisory, the applicant should contact the Cal Fire Lassen – Modoc Unit (LMU) to begin the process of determining if a timber harvest plan and conversion permit will be required by Cal Fire.

FINDINGS


- A. The project, as conditioned, is environmentally compatible with the surrounding area because the proposed project conforms to applicable State and County codes.
- B. The project is socially compatible with the surrounding area because the conditions are designed to ensure that the project will not create any nuisances or interfere with the surrounding community. The project is in conformance with all other regulations pertaining to the use.
- C. The project is economically compatible with the surrounding area because the use will not interfere with the economic use of properties in the vicinity in conformance with zoning requirements adopted for the promotion of the public health, safety, and general welfare.
- D. This project is consistent with the General Plan and zoning subject to the conditions imposed by the issuance of a special use permit.

Zoning Administrator Notation: Any decision made as a result of this meeting may be appealed to the Board of Supervisors within ten (10) days of the decision. If the tenth day lands on the weekend, the end of the appeal period will be the next working day. The appeal will need to be based on relevant information stated or submitted at or prior to this meeting by a commenting public member or representative, or certain County department heads as stated by County Code. There is a filing fee for the appeal. Fee information is available from Planning and Building Services. The end of the appeal period is December 27, 2021, at 5:00 p.m.

ADJOURN

There being no further business, the meeting adjourns at 9:28 a.m. The next regularly scheduled Zoning Administrator meeting is set for January 12, 2022, at 10:00 a.m. at the Planning & Building Services Conference Room located at 555 Main Street in Quincy.


Heidi Wightman, Dept. Fiscal Officer II


Tracey Ferguson, AICP, Zoning Administrator