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**PLUMAS COUNTY**  
**ZONING ADMINISTRATOR**  
Minutes of the Special Meeting of August 24, 2023

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The Plumas County Zoning Administrator convened in a meeting on August 24, 2023, at 10:00 a.m. in the Permit Center Conference Room, Quincy. Interim Zoning Administrator, Jim Graham, presiding. Planning Director, Tracey Ferguson, is in attendance.

**I. PUBLIC COMMENT OPPORTUNITY**

No public comment is presented.

**I. SPECIAL USE PERMIT: ROUNDHOUSE COUNCIL; APN 110-072-030; T.26N/R.9E/S.2 MDM**

The request to establish the Roundhouse Council Indian Education Center, located at 330 Bush Street, Greenville, is presented. Tracey Ferguson, Planning Director, gives a presentation as reflected in the staff report. Interim Zoning Administrator, Jim Graham, questions if the applicant has read the staff report and proposed conditions of approval, and if they concur. The applicant's representative, Payton Narancic, states they agree with the staff report's proposed conditions of approval and have no questions.

The public hearing is opened at 10:12 a.m.

Sue Weber, Dixie Fire Collaborative Chair, comments that it's super crucial that this project moves forward. The Roundhouse is considered one of the five core anchors in the community and has been identified as a priority in wildfire recovery in the Town of Greenville. Continuing, Weber states the sooner the Roundhouse is built and going, the stronger it's going to be as a representation for not only the Maidu community, but for the community at large that the anchors are coming back, which is super powerful and deeply needed. The Dixie Fire Collaborative supports this 100%.

A neighbor, Linda Batson, states she has had various roles with the Roundhouse Council, such as being a tutor. Continuing, Batson states she and her husband have only positive things to say about their experience with the Roundhouse Council and all the events, educational projects, and can speak to the positive contribution to the neighborhood. They feel welcome there and are in total support of rebuilding.

Mary Sharro, Linda Batson's niece, expresses 100% support of this use permit and thinks that since their family's home is/was located right across the street, social compatibility is what they can speak to. Not only is the Roundhouse socially compatible, it is also very much appreciated in the neighborhood. It's one of the things that makes the neighborhood really, really good. Sharro goes on to share that a number of things the Roundhouse does are widely beneficial and feels the Roundhouse is one of the most important organizations in Indian Valley. She looks forward to celebrating its rebuilding.

Russell Peter comments that the sooner they get started, the better. The Roundhouse Council has been very helpful to the community for lots of years and have been no problem with anyone.

Danny Manning, with the Roundhouse Council, comments that the Roundhouse is a really important organization in the community. It's a place where all Maidu people can gather together, as well as different organizations who hold their meetings there. It's a gathering place for elders too, to share their knowledge with the community. Manning feels it's a really important hub that accepts everybody, young and old, not just Native, but people in the community. The Roundhouse puts on Native events and invites the community. The Roundhouse is part of the community because they don't have a reservation separate from the community. Their legends and creation stories are in the mountains surrounding the area. Manning states it's nice to have a place where they can all gather and share knowledge and he thinks it's an important step for the Native community and the community in general.

Thea Pot Van Atta, with the Roundhouse Council, adds that she is the only non-native who works there, and she feels they are amazing. They help Natives with the tutoring program in addition to teaching them so much about their culture, a sense of belonging, and their history. She feels it's such a beneficial place, not just for the Maidu, but for all Native Americans in the area.

Payton Narancic, representing the Sierra Institute for Community and Environment, states Sierra Institute is in full support of this project. They have been working with the Roundhouse Council for the past 8 to 9 months, putting together plans and figuring out what the Roundhouse will look like for the community. Narancic feels it is such a strong project for the rebuild of Greenville and Plumas County as a whole. She looks forward to breaking ground.

Mary Joseph, Executive Director of the Roundhouse Council, states they're ready to go home.

There being no further comments, the public hearing is closed at 10:21 a.m.

Graham states he really appreciates and is moved by the comments made and knows how important this is to the community.

## **DECISION**

Interim Zoning Administrator, Jim Graham, finds the project exempt from the California Environmental Quality Act 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 13 along with the following Findings A through D:

## **ENVIRONMENTAL DETERMINATION 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 Roundhouse Council Indian Education Center School use and Place of Assembly use is approved in conformance with the special use permit application submitted on August 4, 2023, the Plot Plan dated January 2023, the Site Plan dated June 1, 2023, and Overall Plan dated June 1, 2023, and received on August 4, 2023, and the Roundhouse Council / Plumas Unified School District (PUSD) Shared-Use Parking Agreement, executed on August 10, 2023, by PUSD and August 14, 2023, by the Roundhouse Council, received August 14, 2023.
2. Any signage proposed for the Roundhouse Council Indian Education Center on the 7-R zoned parcel shall adhere to the applicable requirements of Plumas County Code Sec. 9-2.1307, Signs (2-R, 3-R, 7-R), 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. Any violation of any of the conditions of approval of the special use permit shall be punishable as set forth in Article 12, Administration and Enforcement, of Chapter 2, Zoning, of Title 9, Planning and Zoning, of the Plumas County Code.

4. The special use permit is to be signed by the applicant/property owner and returned to the Planning Department within forty (40) days of the date of approval or the permit will be voided.

#### **PLUMAS COUNTY BUILDING DEPARTMENT**

5. The applicant/property owner shall submit all necessary building permits for the structure to the Plumas County Building Department within twelve (12) months of the approval of the special use permit.

#### **PLUMAS COUNTY ENVIRONMENTAL HEALTH DEPARTMENT**

6. As a non-profit organization, the Roundhouse Council plans to provide limited food service under the special use permit. The CA Health and Safety Code (H&S), Section 113819 "Limited Service Charitable Feeding Operation" makes provision for this type of limited food service from a non-commercial kitchen, which shall adhere to all of the following requirements:
  - 1) Apply to Environmental Health for a no-fee Health Permit as a non-profit organization.
  - 2) Limit public food service events, other than children's afternoon snacks, to once in a calendar month with a maximum duration of 4 hours for each event.
  - 3) Ensure at least one (1) person is present at each event that has a valid food service manager certification to oversee food service operations.
  - 4) Use only pre-cooked commercially packaged ground or shredded meat for menu items such as Indian Tacos, burgers, and sausage that is warmed from frozen.
  - 5) Maintain a sink for handwashing in the kitchen that is supplied with pump soap and paper towels in dispensers.
  - 6) Ensure the hands and arms of each food service worker are clean and they are wearing clean clothes.
  - 7) Exclude all persons feeling "ill" or showing signs of sickness from the preparation and/or service of food.
  - 8) Follow the guidance of the "Cooking for Groups" as provided by Plumas County Environmental Health.
  - 9) Comply with H&S, Section 113819 "Limited service charitable feeding operation"
    - (a) "LIMITED SERVICE CHARITABLE FEEDING OPERATION" means an operation for FOOD service to a CONSUMER solely for providing charity, that is conducted by a NONPROFIT CHARITABLE ORGANIZATION operating pursuant to Chapter 10.6 (commencing with Section 114333), and whose FOOD service is limited to any of the following functions:
      - (1) Storage and distribution of whole, uncut produce, or of prepackaged, non-POTENTIALLY HAZARDOUS FOODS in their original manufacturer's packaging.
      - (2) Storage and distribution of commercially prepared and commercially packaged POTENTIALLY HAZARDOUS cold or FROZEN FOODS.
      - (3) Heating, portioning, or assembling a small volume of commercially prepared FOODs or ingredients for same day FOOD service to the consumer, as follows:
        - (A) Heating, portioning, or assembling a small volume of commercially prepared FOODs means FOOD PREPARATION that is restricted to one or more of the following:
          - (i) Assembly of READY-TO-EAT FOODs that require no further preparation aside from assembly.
          - (ii) Heating, including boiling of pasta and grains, and serving.
          - (iii) Dispensing, portioning, or repackaging of bulk FOODs.

- (B) Heating, portioning, or assembling a small volume of commercially prepared FOODs does not include any of the following:
- (i) Chopping or dicing.
  - (ii) Cooking of raw animal products.
  - (iii) Blending.
  - (iv) Other food processing as identified by the local ENFORCEMENT AGENCY.
- (4) Reheating or portioning of only commercially prepared FOODs with no further processing, for same-day FOOD service to the consumer.

## **FINDINGS**

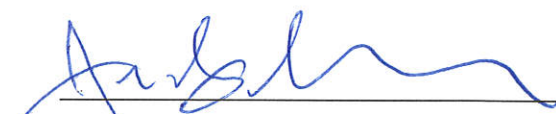
- A) The project, as conditioned, is environmentally compatible with the surrounding area because the proposed project conforms to applicable State and County codes.
- B) The project is socially compatible with the surrounding area because the conditions are designed to ensure that the project will not create any nuisances or interfere with the surrounding community.
- C) The project is economically compatible with the surrounding area because the uses 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) The 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) calendar days of the decision. If the tenth day lands on a Saturday, Sunday, or County holiday, the end of the appeal period will be the next working day. The appeal shall be based on relevant information stated or submitted at or prior to this meeting 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 the hearing or who presented written testimony before the Zoning Administrator, or who may be adversely affected by the decision of the Zoning Administrator; (c) such other person whom the Board determines to have been adversely affected by the decision; or (d) any County department head whose department has an interest in the decision (Plumas County Code, Title 9, Chapter 2, Article 10, Section 9-2.1001). Appeals shall be filed with the Clerk of the Board of Supervisors, paying the fee according to the Planning & Building Services Fee Schedule.

## **ADJOURN**

There being no further business, the meeting adjourns at 10:22 a.m. The next regularly scheduled Zoning Administrator meeting is set for September 13, 2023, 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

  
Jim Graham, Interim Zoning Administrator