
**PLUMAS COUNTY
ZONING ADMINISTRATOR**

Minutes of the Special Meeting of October 25, 2023

The Plumas County Zoning Administrator convened in a meeting on October 25, 2023, at 10:01 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.

II. SPECIAL USE PERMIT: RANGEL, ROLANDO; APN 125-020-045; T.22N/R.13E/S.3 MDM

The request to permit the construction and operation of a truss fabrication facility on property zoned C-2 (Periphery Commercial), located at 74 Meadowridge Lane, Portola (Delleker), is presented. Planning Director, Tracey Ferguson, gives a presentation as reflected in the staff report. Ferguson notes that there are two easements shown on Parcel Map 12PM89, and recommends to Interim Zoning Administrator, Jim Graham, for clarification, amending Condition #2 by including the second easement “. . . 60’ road and private utility easement *and 10’ drainage easement* for Parcel 2.”

Graham questions if the applicant and agent have reviewed the staff recommendation and conditions of approval, and if they have any questions. The agent for the applicant replies that they have no questions.

The public hearing is opened at 10:23 a.m. Chuck Frank, Vice President of the High Sierra Animal Rescue (HSAR) Board of Directors, owners of the property across the road from the project, and Doug Rodrigues, co-founder and past president of HSAR Board of Directors, are present. Frank states their primary concern is traffic and the load capacity of Meadowridge Lane. Frank explains that presently snow removal is done by a resident at the end of the road, which leaves a lane about the width of one vehicle. Their second concern is the load limit on the current pavement, noting that the pavement only extends to the end of HSAR property where it then becomes dirt. The road was paved when HSAR was built, over 20 years ago. Their concern is if the pavement will hold up to large trucks because it was designed for cars. Frank’s understanding is the Plumas County Public Works Department will be investigating the road requirements as they pertain to load limits and width and the possible need for improvements. Ferguson responds that the Department of Public Works stated, “The requirements for a class 3 road are 22 feet plus 6 feet of paved shoulder for a total paved width of 28 feet minimum. . .” Continuing, Ferguson states there is a 60’ wide easement for utility and road, so the easement is wide enough for a 28’ minimum road width. There is further discussion regarding the number of buildings being proposed and the uses for each building. Also discussed are ingress and egress, loading and unloading, parking, and noise and odor. There being no further comments, the public hearing is closed at 10:33 a.m.

Graham clarifies that the Department of Public Works will review the improvement plans for the roadway including roadside ditches for drainage, pursuant to Condition #14. Also, the road design must comply with Plumas County Code Sec. 9-4.501(c) for roadway surface designed and maintained to support a load weighing at least 75,000 pounds, pursuant to Condition #15. Ken Roper questions if the improvement plans will be needed before they apply for the building permit. Graham responds that Public Works needs them before *issuance* of the building permit, explaining that the building permit will not be able to be issued until they have reviewed and approved the improvement plans. Graham states the improvement plans can be submitted before the applicant applies for the building permit, so it won’t hold up final issuance of the building permit.

Additionally, Graham points out that the Note on the Additional Information Map (12PM90), referring to the class 3 road, indicates the road pavement section extension to the southerly property line of Parcel 2 and terminating in a paved cul-de-sac; however, the road continues to another parcel, so the applicant might want to consider designing an alternative which provides the same practical effect, such as a T-turnaround at that location. Graham doesn't think they need to do a full cul-de-sac circle at the terminus, and Public Works will accept an alternative provided it meets the same practical effects for fire safe regulations.

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 15, with the amendment of Condition #2, 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 construction and operation of a truss fabrication facility on property zoned "C-2" (Periphery Commercial) pursuant to Plumas County Code Section 9-2.2002(b)(2) for the "Assembly, manufacturing, and processing" uses is approved in conformance with the special use permit application submitted on March 8, 2023, and the revised site plan and construction document set (dated June 2023) received on September 11, 2023.
2. Pursuant to 12PM89, the project and site plan shall be consistent with and conform to the 60' private road and utility easement **and 10' drainage easement** for Parcel 2.
3. Pursuant to 12PM90, the project and site plan shall be consistent with and conform to the Additional Information Map and Notes.
4. Pursuant to Plumas County Code Sec. 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), as follows: 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 shall adhere to the requirements as set forth in Article 42, "Water Efficient Landscape," of Title 9 (Planning and Zoning).
5. Pursuant to Plumas County Code Sec. 9-2.414 (Parking and Loading), subsection (b), Number of Spaces, the number of off-street parking spaces required by the proposed project is equal to "one for each of the employees working at one time." Loading spaces shall meet the design standards pursuant to Plumas County Code Sec. 9-2.414 (Parking and Loading), subsection (c)(2), Loading spaces, for commercial use.
6. Pursuant to Plumas County Code Sec. 9-2.413(a) – Noise, new uses shall not increase off-site noise to a level which exceeds the ambient noise level for the specific land use area. Refer to Figure 22 (Community Noise Exposure) in the Noise Element of the 2035 Plumas County General Plan.

7. Any signage proposed on the C-2 zoned parcel 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.
8. 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.
9. 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

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

Plumas County Environmental Health Department

11. As this is a business, the proponent must install an engineered designed septic system under permit issued by Environmental Health that is sufficient to handle the sewage flows for the maximum proposed number of people at the site.
 - The leachfield must be installed shallow and within the designated leachfield area as shown on the recorded map 12PM90.
 - A sufficient remainder of the designated leachfield area must be reserved to accommodate 100% leachfield replacement.
 - If the leachfield area is upslope from the septic tank, a pumped effluent system will be required.
12. The proponent must install a commercial drinking water well under permit issued by Environmental Health with a minimum 50ft sanitary seal to supply restrooms and drinking water for employees.
 - The location of the well may be anywhere on the parcel that is at least 5ft from any property line, clear of all easements, 100 ft from the designated leachfield area, and at least 100 ft from any adjoining parcel's leachfield.
 - The water well shall be protected from vehicle parking, storage of materials and supplies with bollards or other effective means.
13. Prior to starting operation, the proponent must apply to Environmental Health for a Local Small Water System operating permit provided the proponent ensures that the total count of persons on-site does not exceed 25 persons for more than 59 days per calendar year.
 - Should the total number of persons on-site exceed 25 persons for 60 or more days per calendar year, the proponent, or their successor, must apply for a Public Water System operating permit.

Plumas County Public Works Department

14. Prior to building permit issuance, the Public Works Department shall review and approve improvement drawings for Meadowridge Lane including roadside ditches for drainage.
15. The Meadowridge Lane road design shall comply with Plumas County Code Sec. 9-4.501(c).

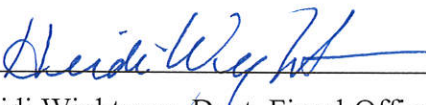
FINDINGS


- 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 11:36 a.m. The next regularly scheduled Zoning Administrator meeting is set for November 8, 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