  
**COUNTY OF PLUMAS**  
**PLANNING COMMISSION MEETING MINUTES**  
**REGULAR MEETING**

**DATE:** June 6, 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=T21qNFFGem1PWXBIUFFZSnJwZEIKdz09>

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@countyofofplumas.com](mailto:publicplanningcommission@countyofofplumas.com)

[www.countyofofplumas.com](http://www.countyofofplumas.com)

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**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.*

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**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, Charles Leonhardt, Moorea Hoffman Stout, Harvey West

**Absent:** Chris Spencer

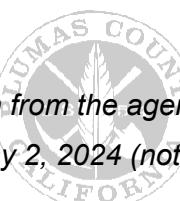
**IV. PUBLIC COMMENT OPPORTUNITY**

*None.*

**V. CONSENT ITEMS**

**A. Items to be continued or withdrawn from the agenda**

**B. Approval of Meeting Minutes of May 2, 2024 (note, the regular meeting of May 16, 2024, was cancelled)**



Commissioner Leonhardt stated that there were not enough commissioners present at the Planning Commission meeting of June 6<sup>th</sup> that were present at the May 2<sup>nd</sup> meeting to pass the May 2<sup>nd</sup> minutes and therefore recommended delaying the decision until the next Planning Commission meeting.

VI. **2021 WILDFIRES LONG-TERM RECOVERY PLAN STANDING UPDATE**

Tracey Ferguson, Planning Director, stated that since the last Planning Commission meeting, the Recovery Support Function all-hands working group has continued to meet. She stated that the last meeting covered the 27 recovery projects and that some of the projects may not be moving forward due to changes in recovery relevancy and viability since summer of 2023.

She stated that she has released a Request for Qualifications (RFQ) for a contractor to help assemble the Long-Term Recovery Plan Public Review Draft. She stated that this contract is not to exceed \$65,000 and will be to help design, format, and assemble the document. She stated that the money is from a planning Community Development Block Grant. She stated that the goal is to have the finished Public Review Draft out by the end of August 2024.

Commissioner Stout stated that the design of the Public Review Draft is very important because it affects how digestible it is to the average person. She stated that if it is well designed with infographics and other ways of conveying information visually it will make it more absorbable for the people who need it.

Commissioner Montgomery inquired about the company who had done the visuals for the meeting with FEMA. Ferguson stated that the County's FEMA partners under the Community Planning and Capacity Building (CPCB) unit designed the outreach materials at no cost to the County. She stated that since then, the FEMA planners and designer had to move onto other assignments and are no longer available to the County. Commissioner Montgomery stated that the visuals were very helpful.

Commissioner Stout stated that the Dixie Fire Collaborative is working hard on the ReCoverCA state disaster recovery grant to reconstruct single-family homes, helping homeowners, and potentially landlords, rebuild. She stated that they are eligible for up to \$500,000 thousand dollars even if they plan to rent out the home.

Commissioner West inquired about the eligibility for the program for someone who bought land post-wildfire. Commissioner Stout stated that the only people who are eligible are the ones who owned one of the properties that were affected at the time of the Dixie Fire. She stated that she plans on bringing in the people affected by the Dixie Fire to brainstorm and figure out how to make it worth it for them to rebuild. Commissioner Leonhardt stated that he would like to be invited to that meeting.

Commissioner West inquired about the utilities and infrastructure being in place in Greenville. Commissioner Stout stated that it is in place with improvements being made by the Indian Valley Community Services District. Commissioner Montgomery stated that homeowners were invited to do the same thing in the City of Paradise, but rebuilding didn't make economic sense to some with or without the grant money.

Commissioner Stout stated that she believes that they can bring the price below \$300 per square foot to rebuild.

Commissioner West inquired about a contract that requires the owners to rent to certain income groups for a certain amount of time. Commissioner Stout stated that there is a threshold condition to rent out to people of low to moderate incomes or below 80% of the area median income. Ferguson stated that the duration of the covenant would be dependent on the amount of money allocated.

Ferguson stated that anyone who is interested can search the state HCD website for Plumas County ReCoverCA 2021 wildfire recovery. She stated that the deadline is rolling until the grant money is exhausted.

**VII. PLANNING COMMISSIONERS' REPORTS/COMMENTS**

Commissioner Montgomery stated that there is a Housing Council meeting today, June 6, 2024. He stated that Patrick Joseph with the Dixie Fire Collaborative will be in attendance along with other interested housing stakeholders and that the meeting is being held in Greenville at the Dixie Fire Collaborative office. He stated that the purpose of the meeting is to brainstorm on how to get more single-family housing on parcels including accessory dwelling units. Commissioner Stout stated that she would try to attend.

Commissioner West stated that house sales are up in his area but that land sales have never taken off since the recession. He stated that the builders are leaving the area due to a lack of work. He stated that Plumas-Sierra Rural Electric Cooperative (PSREC) is bringing in new poles from Mt. Tomba into Greenhorn that will have fiber and will allow for better internet connection in that area. He stated that PG&E will be doing work logging and thinning in the Lakes Basin area to create a fire break. He stated that the Fire Safe Council will be doing several thousand acres starting at Lake Davis and moving south to the Portola and Graeagle areas.

Ferguson inquired about the future pedestrian bridge in Graeagle over the creek. Commissioner West stated that the project continues to seek funding.

**VIII. WORKSHOP #8: PLUMAS COUNTY CODE, TITLE 9 PLANNING AND ZONING, CAMPING ORDINANCE 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 Planning Staff had meetings with County Counsel since the May 2<sup>nd</sup> meeting to understand the legalities of the language in the ordinance update. She stated that there is a revised table on page 2 of the staff report. She stated that there was long-term camping on the last version of the table and that that long-term camping was removed because of the conversation in the last workshop and the discussions with County Counsel. She stated that Planning staff is presenting the idea that there should be no permit required for camping less than 17 days and an easy, online registration process for camping longer than 17 days. She stated that it would make it easier for Code Enforcement to verify whether or not there is a code violation.

Commissioner Leonhardt stated that he believes that the registration would be a burden on people who want to camp on their property. He stated that he would rather define the camping season as May to October and not require registration. He stated that it would give code enforcement some definitive dates to work with without having to create a bureaucracy.

Commissioner Stout inquired about how Code Enforcement would determine if the 17 day limit was met without the registration process. Commissioner Leonhardt stated that in his experience, the limit was 120 days. Ferguson stated that the limit is 120 days but after 17 consecutive days the environmental public health and safety code kicks in and the RV will require hookups for sewer and water.

Commissioner West inquired about Prime Opportunity areas being part of the discussion for the camping ordinance. Ferguson stated that camping is still prohibited within Prime Opportunity areas.

Commissioner Stout stated that May to October is more than 120 days. Ferguson stated that the current proposal is for 180 days with the seasonality that Commissioner Leonhardt is proposing from May 1<sup>st</sup> to October 31<sup>st</sup> as the camping season.

Commissioner Montgomery stated that recreation in general is a lot wider than the window being discussed. He stated that skiing and hunting seasons would be out of the proposed camping season. He stated that he sees it as an opportunity to proactively inform people about what the ordinance would allow.

Plumas County Deputy Counsel Sara James inquired about the program that would allow the permitting process to be simple to use. Ferguson stated that Cloudpermit is currently being configured and it will be the online portal for the Plumas County Planning, Building and Code Enforcement departments. She stated that the County is looking into the functionality and the ability for a property owner to utilize this tool to communicate the number of calendar days for camping such as selecting dates.

Commissioner West inquired with Chief Code Enforcement Officer Jennifer Langston about which part of the process is causing issues. Langston stated that keeping track of the number of days that someone is camping is the part that makes the time limits difficult to enforce.

James inquired if the 120 day limit re-starts at the beginning of January. Langston stated that it does. She stated that Code Enforcement is using resources to try to document and enforce the camping limit. She stated that with building permits, the Code Enforcement Department can find if someone is building without a permit within 10 minutes and address a complaint and that it would be the same process for camping if there was a registration process. She stated that as a local, she would not enjoy being limited to certain months for camping.

Commissioner West inquired about the penalty process for those who don't comply with the camping ordinance. Langston stated that Code Enforcement will send a notice of non-compliance which gives them five (5) days to contact the Code Enforcement Department. She stated that once they contact Code Enforcement, they have 30 days to comply and if they don't then they will receive a notice of warning or citation. She stated that after that they will receive an administrative citation. She stated that the first citation is \$100, then \$500, then \$1,000 for every day that they are out of compliance. Commissioner West stated that it takes 3 months before the first citation. Langston stated that was correct.

Commissioner Stout stated that if the online permitting process is easy then it would be something that a person can do on their phone to comply and someone who isn't technologically savvy could use the paper form to mail in.

Commissioner Leonhardt inquired why there should be a time limit if there is a permitting process. James stated that it would be temporary housing if the ordinance allowed 365 days in a year. Ferguson stated that camping is intended for recreation not a habitable unit for 365 days a year.

Commissioner West inquired about the fee for a camping permit. Commissioner Stout stated that she thinks that the permit should be free. Ferguson stated that staff have not discussed having a fee associated with the permit. Commissioner Leonhardt stated that the County might require departments to generate revenue, and this would create a fee for this permit process. James stated that for fewer than 17 consecutive days the process would not require a permit.

Commissioner Montgomery stated that this would still be an opportunity to educate the public about the ordinance. He stated that there was a camper that he had noticed who did not have proper RV hookups and discharging to flow onto the ground. West stated that people may find ways around complying with the ordinance.

Commissioner West inquired with Langston about the number of complaints received in the last year. Langston stated that there were about 35 cases. Ferguson inquired about the number of current complaints that are under investigation. Langston stated that there are 35 cases from one end of the County to the other. James inquired if the majority complaints were concerned with people living in the RVs year-round as a residence. Langston stated that there are about 10 of those cases. Commissioner Stout stated that the County investing in a permitting portal would be worth the amount of staff time saved.

Rob Robinette, Interim Director of Environmental Health, stated that until the County receives a complaint that there is inappropriate dumping, there is not much that Code Enforcement can do. He stated that his concern is that there may be people who camp long term with no facilities because they can leave and come back to the site without moving the RV. Ferguson stated that the RV would need to move or have proper sanitation. Robinette stated that is the intent, but the code does not expressly require that. Commissioner Leonhardt stated that the sewage is the main concern. Ferguson stated that the code also states that water supply is required but sewage is the main concern.

Ferguson inquired with Langston about investigating to see if a camper is inhabited. Langston stated that they check the slides, steps, look for power chords, and awnings.

Commissioner Leonhardt asked to see an example of what the registration process would look like. Ferguson stated that the online registration portal is still being developed but an example would be brought to the Commission.

Commissioner West stated is it possible to table the camping ordinance discussion until after Cloudpermit software system is finalized.

Commissioner Stout stated that she would be comfortable with that but wanted to continue working on the other code amendment items such as labor force and employee housing and caretaker and caregiver housing.

**Motion:** *Table the discussion on the Camping Ordinance Update until Cloudpermit has been implemented and Code Enforcement can assess how much the electronic online permitting system helps with the workload.*

**Moved by** Moorea Hoffman Stout **Seconded by** Harvey West

**Vote:** Motion carried.

**Yes:** Stout, West, Leonhardt, Montgomery

**Absent:** Chris Spencer

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

A. *Conservation and Open Space Element Goals and Policies*

*At the direction of the Commission, item was pushed to the next Planning Commission meeting.*

**X. INFORMATIONAL ITEMS/ON-GOING PROJECT UPDATES**

A. *Planning Commission Workplan Status – Plumas County Code Amendments and General Plan Element Updates (Tracey Ferguson, AICP, Planning Director)*

*At the direction of the Commission, item was pushed to the next Planning Commission meeting.*

**XI. FUTURE AGENDA ITEMS**

- *Review of 2035 General Plan Conservation and Open Space Element Goals and Policies*
- *Bring back the discussion of a Short-Term Rental Ordinance and Tiny Homes on Wheels as Dwelling Units*
- *Working Draft Amendments to Plumas County Code Sec. 9-2.417(a), (b), (c), and (d) – Temporary occupancy*
- *Working Draft Amendments to Plumas County Code, Title 9 Planning and Zoning, Chapter 2 Zoning, Article 2 Definitions – Labor force housing, Employee housing, Employee housing, limited, Caregiver, and Caretaker*
- *Working Draft Amendments to Plumas County Code Sec. 9-2.3002 – Uses (AP) and 9-2.3102 – Uses (GA)*
- *Working Draft Amendments to Plumas County Code, Title 9 Planning and Zoning, Chapter 2 Zoning, Article 4 General Requirements – Caregiver, Caretaker, and Labor force housing*

**XII. ADJOURNMENT**

**Motion:** *Adjourn to the regular meeting scheduled on July 18, 2024 (Note: The regular meeting of July 4<sup>th</sup> was cancelled due to the holiday.)*

**Moved by** Jack Montgomery **Seconded by** Harvey West

**Vote:** Motion carried.

**Yes:** Montgomery, Leonhardt, West, Stout

**Absent:** Chris Spencer