
PLUMAS COUNTY
ZONING ADMINISTRATOR
Minutes of the Regular Meeting of September 10, 2025

The Plumas County Zoning Administrator convened in a meeting on September 10, 2025, at 10:02 a.m. in the Permit Center Conference Room, Quincy. Zoning Administrator, Tracey Ferguson, presiding. Senior Planner, Tim Evans, and Associate Planner, Marco Velazquez, are in attendance.

I. PUBLIC COMMENT OPPORTUNITY

No public comment is presented.

Because staff planner, Tim Evans, has been delayed to this hearing, Item II was taken up later in the meeting and Item III was taken up first.

III. SPECIAL USE PERMIT (U 9-22/23-01): MEADOW EDGE PARK, LLC; APN 010-200-002; T.23N/R.16E/S.34 MDM

The request for an expansion of a lawful non-conforming use as a mobile home park by adding fifty (50) new manufactured single-family home dwelling units, located at 92400 Highway 70, Vinton, is presented. Associate Planner, Marco Velazquez, gives a presentation as reflected in the staff report.

Zoning Administrator, Tracey Ferguson, notes a typographical error in the last paragraph of the staff report on page 4. The date should be November 18, 2024. Velazquez notes that on page 22 of the staff report agency comment #11 (Plumas County Engineering Department) the date the lot line adjustment was approved should be November 18, 2024.

Mitigated Negative Declaration Number 688 was circulated and posted on CEQAnet on August 1, 2025, until September 2, 2025. The document was assigned State Clearinghouse# 2025080062. One comment was received from Caltrans on September 2, 2025, pertaining to hydraulics and final stormwater detention/retention design.

Applicant Doug Lawler with Meadow Edge Park, LLC is present. On the phone are Rob Wood and Theo Goodman, land use planners with Millennium Planning & Engineering. Ferguson inquires if the applicant has any questions. Lawler responds that he has no questions, and Wood responds that they agree with the Conditions of Approval, as written.

The public hearing is opened at 10:35 a.m. A member of the public questions if there is a map of the proposed mobile home park expansion. In response, a map is provided to the member of the public and reviewed to their satisfaction. There being no further comments, the hearing is closed at 10:40 a.m.

Ferguson notes that with a CEQA document, there is a Notice of Completion and Notice of Intent. Ferguson questions if a Mitigation Monitoring and Reporting Program (MMRP) was prepared. Velazquez responds that staff has not prepared the MMRP. Wood states the applicant has not prepared the MMRP. Ferguson notes an MMRP and a Notice of Determination (NOD) need to be prepared. Wood responds they can prepare the draft MMRP and NOD for County review and filing. Ferguson informs the applicant that there are California Department of Fish & Wildlife (CDFW) filing fees when a NOD is filed.

Continuing, Ferguson states there is a typo in Condition #1. Part of Condition #1 was inadvertently made Condition #2. This will be corrected and the remaining conditions renumbered.

In Condition #4 (formerly #5) the phrase "if required for the project" is deleted.

In reviewing Exhibit 30 to the staff report, Ferguson requests the applicant provide the County for file a current and valid State Department of Housing and Community Development (HCD) permit to operate for the 53 existing units, and should the proposed project be approved, the applicant would need to work with HCD to include the additional 50-unit expansion in the HCD permit to operate.

Regarding Condition #5 (formerly #6) Ferguson points out that anything not contemplated in the scope of work would require a special use permit amendment. Lawler states nothing else is being contemplated at this time.

Continuing, Ferguson states that Condition #8 (formerly #9) speaks to PRC 4290, which are the State Minimum Fire Safe Regulations. The other requirement is defensible space, which is PRC 4291. Ferguson adds a new Condition #9, under the heading ***Beckwourth Peak Fire Protection District***, which states, "Should development occur, the project shall comply with adequate vegetation management requirements pursuant to California Public Resources Code Section 4291. Distance requirements shall be at least 100 feet of vegetation clearance around the project area. The Beckwourth Peak Fire Protection District shall provide a final inspection of vegetation management prior to the issuance of a building permit."

Condition #10 is modified by adding "... shall incorporate final detention/retention design for review and approval by Caltrans prior to the issuance of a building permit." The remainder of the condition is deleted.

In Condition #11, Rob Robinette, Director of Environmental Health, requests "well" be changed to "water system." And Condition #12 can be removed because the project is now proposed to be below the 10,000 gallons per day wastewater threshold required to be regulated by the Central Valley Regional Water Quality Control Board.

In Conditions #12 through #18 (formerly #13 through #19) Ferguson directs the bullets be changed to lower case letters to be consistent with the mitigation measures in the Mitigated Negative Declaration.

Ferguson points out that the Northern Sierra Air Quality Management District (NSAQMD), in their comment letter (Exhibit 22), recommends any ground cover removed not be burned on site but be transferred to the local green waste facility as available. If materials are to be burned, applicant must obtain an air pollution permit from the District. Ferguson notes this is not expressly stated in Condition #13 (formerly #14), as it's already a requirement of the District.

Ferguson notes that Mitigation Measure 13A (Condition #19, formerly #20) states, "During grading and construction, work hours shall be limited to from 7 a.m. – 7 p.m., Monday through Friday, and 8 a.m. – 5 p.m. on weekends and federal holidays." In the staff report under the evaluation of General Plan Policies, Construction Noise, there is an additional clause that reads, "exceptions are allowed if it can be shown that construction beyond these times is necessary to alleviate traffic congestion and safety hazards." Ferguson questions if the applicant may need the exception during construction. Lawler responds that he thinks the hours are reasonable and does not see any problems.

Ferguson notes that the ultramafic or asbestos-containing soils should be covered in the dust control plan. When you prepare the dust control plan or dust mitigation plan, the NSAQMD will look at all those things and if it's mapped as ultramafic rock or serpentine, there are other steps that need to be taken. It's not expressly stated in the Mitigation Measure 3A (Condition #12, formerly #13) but it is in the comments from the NSAQMD.

The clause, "... except as otherwise modified by these conditions." is added to the end of Condition #1.

DECISION

Zoning Administrator, Tracey Ferguson, adopts Mitigated Negative Declaration Number 688 pursuant to Section 15074 of the California Environmental Quality Act Guidelines, making Environmental Findings A through C; and approves the Special Use Permit (U 9-22/23-01) subject to the Conditions outlined in Exhibit 32 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 that includes the mitigation measures from Mitigated Negative Declaration Number 688, would have a significant impact on the environment; and
- B) Mitigated Negative Declaration Number 688 reflects the independent judgment of the Plumas County Zoning Administrator; and
- C) The custodian and location of the documents which constitute the record of these proceedings is the Plumas County Planning Department, 555 Main Street, Quincy, California.

CONDITIONS

Plumas County Planning Department

- 1. The Special Use Permit for Meadow Edge Park Manufactured Housing Community Project is approved in conformance with the Special Use Permit application submitted on September 23, 2022, and the Revised Project Description, Updated Biological Resources Assessment, Updated Cultural Resources Inventory Survey, Revised Preliminary Drainage Report, Focused Traffic Impact Study for Meadow Edge Park, Transportation Impact Study – Addendum, Preliminary Plan Set, Preliminary Septic Design and Water Well System Operations Memo submitted on December 6, 2024, and as evaluated in Mitigated Negative Declaration Number 688, except as otherwise modified by these conditions.
- 2. The proposed roadway as shown on the site plan submitted December 6, 2024 (Exhibit 5) shall be constructed in accordance with Plumas County Code (PCC) Sec. 9-4.501(b) – Minimum Road Design Standards for a Class 7 Road as described in PCC Sec. 9-4.409. – Class 7 Roads.
- 3. Any signage proposed for the public service facility use shall adhere to the applicable requirements of Plumas County Code Sec. 9-2.2107. - Signs (C-3) and/or Sec. 9-2.1507. - Signs (S-1)., 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.
- 4. The applicant shall submit all necessary building permits to the Plumas County Building Department within twenty-four (24) months of approval of this special use permit.
- 5. In the future, a change of the project beyond the scope contemplated within the special use permit application shall require an amendment of the special use permit.
- 6. 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.
- 7. 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.

California Department of Forestry and Fire Protection (CALFIRE)

- 8. Should development occur, all applicable sections of California Code of Regulations, Title 14. Natural Resources, Division 1.5. Department of Forestry and Fire Protection, Chapter 7. Fire Protection, Subchapter 2. State Minimum Fire Safe Regulations found in Public Resource Code 4290 shall be applied.

Beckwourth Peak Fire Protection District

9. Should development occur, the project shall comply with adequate vegetation management requirements pursuant to California Public Resources Code Section 4291. Distance requirements shall be at least 100 feet of vegetation clearance around the project area. The Beckwourth Peak Fire Protection District shall provide a final inspection of vegetation management prior to the issuance of a building permit.

California Department of Transportation (CALTRANS)

10. All building permit submittals shall incorporate final detention/retention design for review and approval by Caltrans prior to the issuance of a building permit.

Plumas County Environmental Health Department

11. All necessary water system and septic permits shall be reviewed and approved by the Plumas County Environmental Health Department prior to construction.

Mitigation Measures from Mitigated Negative Declaration Number 688

12. **Mitigation Measure 3A: Prepare a Dust Control Plan.** Prior to issuance of grading and improvement permits, submit a Dust Control Plan to Northern Sierra Air Quality Management District for review and approval, if more than one (1) acre of natural surface area is to be altered or where the natural ground cover is removed. The disturbance of natural surface area includes any clearing or grading. Include the approved Dust Control Plan on the Project plans using clear phrasing and enforceable conditions, under its own heading. Provide evidence of NSAQMD approval to Plumas County with permit application submittal. The following are minimum measures required in the Dust Control Plan:
 - a) Identify on the grading plan and in a dust mitigation plan the person responsible for ensuring that all adequate dust control measures are implemented in a timely and effective manner, include name and contact information.
 - b) All material excavated, stockpiled, or graded shall be sufficiently watered, treated, or covered to prevent fugitive dust from leaving the Property boundaries and/or causing a public nuisance. Watering during summer months should occur at least twice daily, with complete coverage of disturbed areas.
 - c) All areas with vehicle traffic shall be watered or have dust palliative applied as necessary to minimize dust emissions.
 - d) All on-site vehicle traffic shall be limited to a speed of 15 mph on unpaved roads.
 - e) All land clearing, grading, earth moving, or excavation activities on a project shall be suspended as necessary to prevent excessive windblown dust when winds are expected to exceed 20 mph. All disturbed inactive portions of the development site shall be covered, seeded, or watered or otherwise stabilized until a suitable cover is established.
 - f) All material transported off-site shall be either sufficiently watered or securely covered to prevent it being entrained in the air, and there must be a minimum of six (6) inches of freeboard in the bed of the transport vehicle.
 - g) Paved streets adjacent to the Project shall be swept or washed at the end of each day, or more frequently, if necessary, to remove excessive accumulations or visibly raised areas of soil which may have resulted from activities at the Project site.
 - h) Prior to final occupancy, the applicant shall re-establish ground cover on disturbed ground on the site through seeding and watering or with ground cover such as gravel or pavement.

13. **Mitigation Measure 3B: Reduce emissions during construction.** The following are the minimum mitigation measures per NSAQMD Guidelines for Assessing and Mitigating Air Quality Impacts of Land Use Projects and other recommended measures to reduce construction impacts to a less than significant level. These measures shall be included as a note on all plans prior to issuance of all grading, improvement, and building permits. In addition to these measures, all statewide air pollution control regulations shall be followed, including diesel regulations (which may be accessed at www.arb.ca.gov/diesel/diesel.htm).

- a) Grid power shall be used (as opposed to diesel generators) for job site power needs where feasible during construction. Any portable diesel generators that are above 50 horsepower must be reported to the Northern Sierra Air Quality Management District and permitted through that agency.
- b) All diesel equipment shall use a diesel oxidation catalyst to reduce NOx emissions.
- c) Temporary traffic control shall be provided during all phases of the construction to improve traffic flow as deemed appropriate by local transportation agencies and/or Caltrans.
- d) Construction activities shall be scheduled to direct traffic flow to off-peak hours as much as practicable.
- e) All architectural coatings shall be zero or low-VOC paints.
- f) Construction equipment idling times shall be minimized either by shutting heavy equipment off (10,000 pounds or more) when not in use, or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]) and all construction equipment shall also be maintained and properly tuned in accordance with manufacturer's specifications." Clear signage shall be provided for construction workers at all access points.
- g) Alternatives to open burning of vegetative material shall be used unless otherwise deemed infeasible by the District. Among suitable alternatives are chipping, mulching, or conversion to biomass fuel.

14. **Mitigation Measure 4A: Nesting raptors and migratory birds.** The following note shall be added to all improvement/grading/construction plans and the measures implemented as noted:

Impacts to nesting raptors and migratory birds can be avoided by removing vegetation before the start of the nesting season, or delaying removal until after the end of the nesting season.

- a) If tree removal, grading, and construction take place outside the breeding season (August 1- February 28), no further mitigation is needed.
- b) If construction is to take place during the nesting season (March 1 - July 1), including any ground disturbance, preconstruction surveys for nesting raptors and migratory birds shall be conducted within 7 days prior to the beginning of construction activities by a qualified biologist and in accordance with California and Federal requirements. If active nests are found, a buffer (protected area surrounding the nest, the size of which is to be determined by a qualified biologist) and monitoring plan shall be developed. Nest locations shall be mapped and submitted, along with a report stating the survey results, to the Plumas County Planning Department within one week of survey completion.
- c) An additional survey shall be required if periods of construction inactivity (e.g., gaps of activity during grading, tree removal, road building, or structure assembly) exceed a period of two weeks, an interval during which bird species, in the absence of human or construction-related disturbances, may establish a nesting territory and initiate egg laying and incubation.

- d) Any trees containing non-active nests that must be removed as a result of development shall be removed during the non-breeding season. The Project proponent shall be responsible for offsetting the loss of any nesting trees. The project proponent and biologist/monitor shall consult with CDFW and the extent of any necessary compensatory mitigation shall be determined by CDFW. Previous recommended mitigation for the loss of nesting trees has been at a ratio of three trees for each nest tree removed during the non-nesting season.
15. **Mitigation Measure 4B: Implement Best Management Practices (BMPs) During Construction.** To protect water quality and aquatic life in downstream aquatic resources, the contractor shall implement the following BMPs during construction, which shall also be shown as a note on all improvement and grading plans:
- a) Disruption of soils and native vegetation shall be minimized to limit potential erosion and sedimentation; disturbed areas shall be graded to minimize surface erosion and siltation; bare soils shall be immediately stabilized and revegetated. Seeded areas shall be covered with broadcast straw or mulch.
 - b) If straw is used for erosion control, only certified weed-free straw shall be used to minimize the risk of introducing noxious weeds such as yellow star thistle.
 - c) The contractor shall exercise every reasonable precaution to prevent contamination of the Project area with spilled fuels, oils, bitumen, calcium chloride, and other harmful materials. Contamination of the Project area soils from construction byproducts and pollutants such as oil, cement, and wash water shall be minimized. Drip pans or absorbent pads should be used during vehicle and equipment maintenance work that involves fluids. All construction debris and associated materials and litter shall be removed from the work site immediately upon completion.
 - d) To minimize erosion, development runoff shall not be discharged directly across steep slopes. Runoff shall instead be directed through energy dissipaters constructed at discharge points to reduce flow velocity and prevent erosion.
16. **Mitigation Measure 4C: Obtain a Storm Water Pollution Prevention Plan (SWPPP) from the Central Valley Regional Water Quality Control Board.** Given that the Project would disturb over one acre, the Project applicant shall obtain a SWPPP from the Central Valley Regional Water Quality Control Board and provide it to the Planning Department, Public Works Department, and Building Department prior to the onset of any construction activities and prior to issuance of grading and improvement permits.
17. **Mitigation Measure 4D: Provide Copies of Permit Conditions/Mitigation Measures to Contractors.** To ensure the proper and timely implementation of all mitigation measures contained in this report, as well as the terms and conditions of any other required permits, the applicant shall distribute copies of these mitigation measures and any other permit requirements to the contractors prior to grading and construction.
18. **Mitigation Measure 5A: Halt Work and Contact the Appropriate Agencies if Human Remains, Cultural Resources or Paleontological Resources are Discovered during Project Construction.** All grading and construction plans shall include the note outlining the requirements provided below to ensure that any cultural resources discovered during Project construction are properly managed. These requirements include the following:
- a) All equipment operators and employees involved in any form of ground disturbance shall be trained to recognize potential archeological resources and advised of the possibility of encountering subsurface cultural resources during these activities in coordination with qualified cultural resources specialists and Native American Representatives from interested California Native American Tribes.

- b) During construction activities, if any subsurface archaeological resources are uncovered, all work shall be halted within 100 feet of the find and the Project Applicant shall retain a qualified cultural resources consultant approved by the County and/or by the local Tribe(s) (if resources are found to be prehistoric) to identify and further investigate the physical extent and nature of any identified features or artifact-bearing deposits and determine their significance.
 - c) If cultural materials are identified as potentially significant by the cultural resources consultant per Mitigation Measure 5A.2, an investigation shall proceed as a formal evaluation to determine their eligibility for the California Register of Historical Resources. This shall include, at a minimum, additional exposure of the feature(s), photo-documentation and recordation, and analysis of the artifact assemblage(s). If the evaluation determines that the features and artifacts do not have sufficient data potential to be eligible for the California Register, additional work shall not be required. However, if data potential exists – e.g., there is an intact feature with a large and varied artifact assemblage – it will be necessary to mitigate any Project impacts. Mitigation of impacts might include avoidance of further disturbance to the resources through Project redesign. If avoidance is determined to be infeasible, pursuant to CEQA Guidelines Section 15126.4(b)(3)(C), a data recovery plan, which makes provisions for adequately recovering the scientifically consequential information from and about the historical resource, shall be prepared and adopted prior to any excavation being undertaken. Once completed, documentation associated with these studies shall be submitted to the California Historical Resources Regional Information Center. Archeological sites known to contain human remains shall be treated in accordance with the provisions of Section 7050.5 Health and Safety Code. If an artifact must be removed during Project excavation or testing, curation may be an appropriate mitigation. This language of this mitigation measure shall be included on any future grading plans and utility plans approved by the City for the Project.
 - d) If human remains are encountered, no further disturbance shall occur within 100 feet of the vicinity of the find(s) until the Plumas County Coroner has made the necessary findings as to origin (California Health and Safety Code Section 7050.5). Further, pursuant to California Public Resources Code Section 5097.98(b) remains shall be left in place and free from disturbance until a final decision as to the treatment and disposition has been made. If the Plumas County Coroner determines the remains to be Native American, the Native American Heritage Commission must be contacted within 24 hours. The Native American Heritage Commission must then identify the “most likely descendant” (MLD). The landowner shall engage in consultations with the most likely descendant (MLD), and the MLD will make recommendations concerning the treatment of the remains within 48 hours of being provided access to the site as provided in Public Resources Code 5097.98.
19. **Mitigation Measure 13A. Limit construction work hours:** During grading and construction, work hours shall be limited from 7 a.m.-7 p.m., Monday through Friday, and 8 a.m.-5 p.m. on weekends and federal holidays. Prior to issuance of grading, improvement, and building permits, plans shall reflect hours of construction.
20. **Mitigation Measure 17A: Maintain Sight Distance.** To preserve existing sight lines, any new signage, monument, or other structures installed as part of the Project shall be positioned outside of the vision triangles of a driver waiting on the Project road approaches. Landscaping planted in the vision triangle shall be low-lying or above seven feet and maintained to remain outside the area needed for adequate sight lines.

21. **Mitigation Measure 19A: Appropriately Dispose of Vegetative and Toxic Waste.** Neither stumps nor industrial toxic waste (petroleum and other chemical products) are accepted at the Delleker transfer station and if encountered, shall be properly disposed of in compliance with existing regulations and facilities.

FINDINGS

- A) The project, as conditioned, is environmentally compatible with the surrounding area because the proposed project conforms to applicable State and County codes and regulations.
- 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 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) The project is consistent with the General Plan and zoning subject to the conditions imposed by the issuance of a special use permit.

II. SPECIAL USE PERMIT (U 4-23/24-05) & SITE DEVELOPMENT PERMIT (SDP 2-23/24-01): BROUSSARD, TRAVIS; APN 001-340-059; T.28N/R.7E/S.18,19 MDM

The request to construct and operate a mini-storage facility consisting of twenty-five (25) metal framed buildings, a warehouse/office facility containing four (4) framed buildings, landscape supply and nursery, truck and equipment parking, and bulk material storage, located at 1125 Highway 36, Chester, is presented.

Senior Planner, Tim Evans, gives a presentation as reflected in the staff report. Applicant, Travis Broussard, and engineer, Jeff Morrish of NST Engineering, are present.

Broussard questions the fencing requirements in Condition #4. Evans states that the intent of the fencing is to shield the facility from view from the highway. Morrish notes that it would be more beneficial if the fence was located further back on the property and closer to the buildings. Zoning Administrator, Tracey Ferguson, states the purpose of the fence is for shielding and screening and aesthetics because we are trying to improve the gateway entry into Chester with those parcel frontages, making sure any new development conforms to that concept. Ferguson suggests adding, "... and/or fences interior to the property" to Condition #4.

Morrish questions if there is flexibility in the phasing of the project. Ferguson responds phasing will be talked through during the public hearing. Broussard questions when annexation into the Peninsula Fire Protection District would be required. Ferguson responds that structural fire protection would be a requirement of any structures constructed. Continuing, Ferguson states active communication with the Peninsula Fire Protection District is recommended. When structures are present, structural fire protection is needed, and that would be as soon as Phase 1. When warehousing is introduced, because it has the office component, sewer and water would be required, which would be provided by Chester Public Utility District. Ferguson points out that Condition #18 states Phase 1 will include the construction of a mini-storage facility and this facility is not proposed to have any office space nor site employees. That statement is inconsistent with Phase 1 as shown in Condition #2, which includes warehouse/office buildings, and Ferguson explains that inconsistency needs to be reconciled.

Morrish suggests making a Phase 1.a. and 1.b. so that storage is separate. Another option is to call warehouse/office buildings Phase 2 and re-number the remaining phases. Ferguson amends Condition #2 to read 5 phases. Phase 1 will be the construction of eight 12,000 sq. ft. mini-storage buildings totaling 220 storage units and Phase 2 will be the construction of four 10,000 sq. ft. warehouse/office buildings not to exceed 32 total warehouse/office units, and the remaining phases will be re-numbered. Additionally, Condition #18 is deleted with subsequent conditions re-numbered.

Continuing, Ferguson points out that on page 2 of the staff report there is a discrepancy between the total acres of the project versus what is described in the table. Total acreage is 75.5, but only 70.8 acres are accounted for in the table. Ferguson states the revised site plan (Exhibit 3) needs to reconcile total acres of usage to total project acres.

There is discussion regarding if the applicant is proposing on-site surface storage for RVs and boats or other vehicles. Broussard states they intend to do a good amount of boat and RV storage inside the units, because the units will be sized to fit. Ferguson emphasizes the importance of contemplating all possible uses now because any modification of use is a modification of the special use permit, which would require an amendment of the special use permit.

Parking and landscaping requirements are discussed. Ferguson notes that the Planning Director has discretion on parking, so it if makes sense to not require 193 parking spaces that can be discussed at the building permit stage.

Regarding the table on page 5 of the staff report, Ferguson points out that the proposed uses are not really the uses in the Plumas County Code, so she wants to make sure the proposed uses are consistent in the conditions of approval to the Code. The biggest question is the "landscape supply and nursery" proposed use and whether it will be open to the public. Broussard responds that it will be for his private business use only. Ferguson explains her issue is the "retail store" use classification tied to the "landscape supply and nursery" proposed use. Ferguson notes that should you want to allow the public in the future, it would require an amendment of the special use permit. Ferguson changes the "landscape supply nursery" proposed use to the "wholesale commercial supply" use classification instead of "retail store" because it does not include a public component to better fit the intent of the applicant and the use classification. Ferguson explains that each of the proposed uses named in Condition #1 are going to be changed to the corresponding Code use classification.

Ferguson adds that the only uses subject to the special use permit are "warehousing" in "C-2" and "storage" in "C-2" and "I-2." The uses "business offices," "wholesale commercial supply," and "parking lot" are allowed, by right.

Ferguson explains that "ltd" is a Limited Combining Zone applied to the property looking mostly at environmental concerns. This property is adjacent to Lake Almanor. Specific to the proposed project parcel, the "ltd" combining zone is associated with the "I-2" zoned area and encompassing the southern approximately 25-acre portion of the property. Evans states page 6 of the staff report lists the "ltd" requirements and concerns pursuant to Ordinance 93-823. There is discussion regarding grading, drainage, and retention with Ferguson stressing that everything must stay on the parcel because of typical code requirements and specifically the "ltd" concerns for water quality being in the vicinity of Lake Almanor watershed.

Continuing, Ferguson points out that on page 8 in *Table 1. Population Intensity of Use*, "Gansner Airport Layout Plan" should be "Rogers Field Airport Layout Plan" and the Moderate Intensity of the Maximum Nonresidential Intensity should be 75 rather than 20-30.

Regarding the last paragraph of Condition #2, which states “should the landscape supply and nursery, truck and equipment parking, and bulk material storage be opened to the public . . .” Ferguson questions if all of those uses would potentially be open to the public. Broussard responds that truck and equipment parking and bulk material storage would not be open to the public. Ferguson strikes those uses from the paragraph.

There is discussion regarding Condition #3 and PG&E’s comment about their existing distribution pole line running along the western and northwestern portion of the subject parcel.

In Condition #6 regarding parking and loading, Ferguson notes that should more impervious surfaces be created, NST Engineering would need to modify the detention/retention in the construction document set.

Conditions #9 and #14 are discussed with no changes being made.

Regarding Condition #17, Ferguson questions if 36 months is enough time to obtain building permits. After discussion, it is decided 6 years, or September 10, 2031, would be more feasible. Ferguson notes that if that timeframe cannot be met, it would require an amendment of the Special Use Permit. Broussard questions allowing the public in the nursery supply now, rather than waiting. Ferguson responds that that would add layers of parking and ADA accessibility requirements. Evans adds that use wasn’t contemplated in the traffic study, and it would force a continuance of the special use permit public hearing today to allow time for further study. Broussard agrees to come back for an amendment of the special use permit at a later date if needed. Ferguson makes note that the traffic study was prepared by Jeff Morrish of NST Engineering as a qualified engineer.

Condition #18 is deleted and the subsequent conditions re-numbered. In the new Conditions #19 and #21, Phase 1 is changed to Phase 2.

The clause, “. . . except as otherwise modified by these conditions.” is added to the end of Condition #1.

DECISION

Zoning Administrator, Tracey Ferguson, finds the project exempt from the California Environmental Quality Act under CEQA Guidelines Section 15061(b)(3), making Environmental Findings A and B; and approves the Special Use Permit (U 4-23/24-05) and Site Development Permit (SDP 2-23/24-01) subject to the Conditions outlined in Exhibit 21 of the staff report, as amended, making Findings A through F 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 the Plumas County Planning Department, 555 Main Street, Quincy, California.

CONDITIONS

Plumas County Planning Department

1. The site development permit and special use permit for the operation of a mini-storage facility (“storage” use), warehouse/office facility (“warehousing” and “business offices” use), landscape supply and nursery (“wholesale commercial supply” use), truck parking (“parking lot” use), and equipment parking and bulk material storage (“wholesale commercial supply” use) (project) is approved in conformance with the applications submitted on February 2, 2024, and April 12, 2024, respectively, the Traffic Studies dated and received November 22, 2024, and the revised site plan received January 22, 2025, except as otherwise modified by these conditions.

2. The project shall be completed in five phases, with each phase constructing the following:
 - a. Phase 1: Construction of eight (8) 12,000-square-foot mini-storage buildings – totaling 220 storage units.
 - b. Phase 2: Construction of four (4) 10,000-square-foot warehouse/office buildings. Each unit of the warehouse/office facility shall have an approximate 250-square-foot office and 1,000-square-foot area for warehousing. The total maximum warehouse/office units shall not exceed thirty-two (32) units.
 - c. Phase 3: Construction of five (5) 12,000-square-foot mini-storage buildings – totaling 100 storage units.
 - d. Phase 4: Construction of six (6) 12,000-square-foot mini-storage buildings – totaling 160 storage units.
 - e. Phase 5: Construction of six (6) 12,000-square-foot mini-storage buildings – totaling 160 storage units.

The landscape supply and nursery, truck and equipment parking, and bulk material storage may be initiated during any phase of the project. Should the landscape supply and nursery be opened to the public, a special use permit amendment is required to assess the change of the overall project scope.

3. As necessary, to address the comment from PG&E, a revised site plan shall be submitted for review and approval from the Planning Director, allowing the warehouse/office facility, mini-storage facility, and landscape supply and nursery locations to be adjusted only to accommodate PG&E's existing distribution pole line running along the western and northwestern portion of the subject parcel.
4. A fence along the property frontage nearest State Highway 36 and/or fences interior to the property shall be constructed in compliance with Plumas County Code Sec. 9-2.407 such that it shields the operations on the subject property from view of State Highway 36.
5. Pursuant to Implementation Measure #10 of the 2035 Plumas County General Plan, which implements Land Use Element Policy 1.5.3, *Provision for Fire and Life Safety Services*, as the subject property is not located in an area served by an organized fire or emergency services provider, annexation into an existing fire district is required or, in lieu of annexation, a funding mechanism shall be established that is appropriate to cover costs associated with the provision of such services at a service level appropriate for the size and scale of the development. Establishment of a funding mechanism may be waived when adequate alternative service levels are provided to the satisfaction of the service district or provider.
6. Prior to the issuance of a building permit for review and approval by the Planning Department, and pursuant to Plumas County Code Sec. 9-2.414, Parking and loading, the parking requirements for the project shall be shown on the project site plan with a minimum of one hundred and ninety-three (193) parking spaces and seven (7) commercial use loading spaces. In the case of being unable to meet the minimum parking and/or loading requirements, the Planning Director may modify the requirements, as necessary, pursuant to Plumas County Code Sec. 9-2.414(a).
7. Pursuant to Plumas County 2035 General Plan Circulation Element, Policy 4.1.7, General Plan Road Standards, Town and Community Planning Area and Master Planned Communities, which states, "All developments shall be required to provide a paved internal roadway system. A parking lot is an internal roadway system." Therefore, all internal roadway (parking areas) shall be paved.
8. Prior to the issuance of a building permit for review and approval by the Planning Department, a landscape plan for the warehouse/office facility use shall be submitted meeting the applicable requirements of Plumas County Code Article 42, Water Efficient Landscape, and Plumas County Code Sec. 9-2.410, Landscaping.

9. Prior to the issuance of a building permit for review and approval by the Planning Department, the lighting design, if any, for the project facility shall be indicated on the project site plan and/or construction plans and in compliance with Plumas County Code Section 9-2.411, Lighting facilities, "All lighting facilities shall be so installed as to focus away from adjoining properties."
10. Any signage proposed for the public service facility use shall adhere to the applicable requirements of Plumas County Code Sec. 9-2.2008, Signs (C-2), Plumas County Code Sec. 9-2.2607, Signs (I-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.
11. Pursuant to Plumas County 2035 General Plan Noise Element, Policy 3.1.4, Construction Noise, construction of the project shall occur between the hours of 7 a.m. and 7 p.m., Monday through Friday and 8 a.m. and 5 p.m. on weekends or on federally recognized holidays.

12. A note shall be shown on the project site plan stating the following:

In the event of an accidental discovery or recognition of any human remains, the Plumas County Sheriff/Coroner shall be notified and construction activities at the affected work site shall be halted. If the coroner determines the remains to be Native American: (1) the Plumas County Sheriff/Coroner shall contact the Native American Heritage Commission (NAHC) within 24-hours, and (2) the NAHC shall identify the person or persons it believes to be the most likely descended from the deceased Native American. The treatment and disposition of human remains that might be discovered during excavation shall be in accordance with applicable laws and regulations.

13. A note shall be shown on the project site plan stating the following:

In the unlikely event that potentially significant paleontological materials (e.g., fossils) are encountered during construction of the project, all work shall be halted within 50 feet of the paleontological discovery until a qualified paleontologist can visit the site of discovery, assess the significance of the paleontological resource, and provide proper management recommendations. If the discovery proves to be significant, additional work, such as data recovery excavation, may be warranted. The treatment and disposition of paleontological material that might be discovered during excavation shall be in accordance with applicable laws and regulations.

14. The site plan, at the time of grading permit(s) or building permit(s) for Phase 1 is required that shows all parking areas and other operations areas adequately sited from the property line(s) so as not to exceed the applicable 2035 General Plan decibel levels set forth in Figure 22.
15. The violation of any condition of a special use permit and site development 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.
16. The special use permit and site development permit are to be signed by the property owner/applicant and returned within forty (40) days of the date of approval or the permits will be voided.

Plumas County Building Department

17. The applicant shall obtain all necessary building permits from the Plumas County Building Department for Phase #1 of the project within six (6) years of approval of the special use permit and site development permit, or no later than September 10, 2031. There is no time limit to obtain building permits for the subsequent phases.

Plumas County Environmental Health Department

18. Phase #2 will include the construction of a warehouse and office facilities. Prior to the start of Phase #2 the parcel shall be annexed to the Chester Public Utility District (CPUD) to provide sewage disposal via the CPUD sanitary sewer and potable water supply via the CPUD Public Water System.

Plumas County Public Works Department

19. At the time of submission of grading permit(s) or building permit(s) for the construction of subsequent phases of the project beyond Phase #2, the proposed use(s) shall be considered and improvements to the access connecting to State Highway 36 may need to be upgraded to a Class 7 road (pursuant to Plumas County Code Sec. 9-4.409). At the time of building permit submittal for subsequent phases, documentation detailing the traffic level based on the proposed use(s) shall be submitted to Plumas County Public Works for review and approval.

California Department of Forestry and Fire Protection (CALFIRE)

20. Should development occur, all applicable sections of California Code of Regulations, Title 14. Natural Resources, Division 1.5. Department of Forestry and Fire Protection, Chapter 7. Fire Protection, Subchapter 2. State Minimum Fire Safe Regulations found in Public Resource Code 4290 shall be applied.

California Department of Transportation (Caltrans)

21. Prior to the construction of subsequent phases of the project beyond Phase #2, the proposed use(s) and collision history shall be considered prior to construction, and improvements to State Highway 36 may be required. At the time of building permit submittal for subsequent phases, documentation detailing the proposed use(s) and collision history shall be submitted to Caltrans for review and approval.

Central Valley Regional Water Quality Control Board

22. For land disturbance of one (1) acre or more, a General Permit for Storm Water Discharges Associated with Construction and Land Disturbance Activities (CGP) shall be obtained.

Construction activity, including demolition, resulting in a land disturbance of one acre or more must obtain coverage under the CGP. The Project must be conditioned to implement storm water pollution controls during construction and post-construction as required by the CGP. To apply for coverage under the CGP the property owner must submit Permit Registration Documents electronically prior to construction.

Detailed information on the CGP can be found on the State Water Board website NPDES 2022 Construction Stormwater General Permit | California State Water Resources Control Board (https://www.waterboards.ca.gov/water_issues/programs/stormwater/construction/general_permit_reissuance.html).2

Northern Sierra Air Quality Management District (NSAQMD)

23. If ground disturbance exceeding one (1) acre occurs for the development of the project, a Dust Control Plan shall be submitted to NSAQMD for review and approval. Additional information can be found at the following website link in the Guidelines for Assessing and Mitigating Air Quality Impacts of Land Use Projects beginning on page 6: https://www.myairstormwater.com/land-use-guidelines#body_file-3cb1b69e-fa4d-4512-a13c-fe7e9e6e18f8.
24. If any onsite generator(s) are running on diesel fuel, the appropriate permit shall be obtained from NSAQMD. Additional information can be found at the following website link: <https://www.myairstormwater.com/permits>. The Internal Combustion Engines section will link to instructions and the forms needed to file an application.

25. At the time of building permit submittal for any project phase, the applicant shall submit a copy of the Stormwater Pollution Prevention Plan (SWPPP) for review and concurrence.
26. If materials removed from the site, such as ground cover, are to be burned on site, the applicant must contact the District to obtain an Air Pollution permit.
27. If a landscape and nursery facility is to be installed, applicant shall contact NSAQMD prior with additional information as additional permitting may be required by the District.

FINDINGS

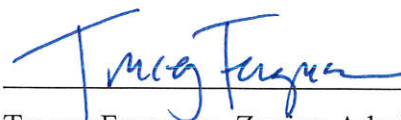
- A) The project, as conditioned, is environmentally compatible with the surrounding area because the proposed project conforms to applicable State and County codes.
- B) The project is socially compatible with the surrounding area because the conditions are designed to ensure that the project will not create any nuisances or interfere with the surrounding community.
- C) The project is economically compatible with the surrounding area because the 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) The project is consistent with the General Plan and zoning subject to the conditions imposed by the issuance of a special use permit and site development permit.
- E) The project will not be detrimental to the health, safety, and welfare of persons residing in the vicinity of the use.
- F) The project is appropriate for the site, general surroundings, and environmental setting.

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 12:24 p.m. The next regularly scheduled meeting of the Zoning Administrator is set for October 8, 2025, in the Planning & Building Services Conference Room, located at 555 Main Street, Quincy.


Heidi Wightman, Dept. Fiscal Officer II


Tracey Ferguson, Zoning Administrator