
PLUMAS COUNTY
ZONING ADMINISTRATOR
Minutes of the Meeting of September 9, 2020

The Plumas County Zoning Administrator convened in a meeting on September 9, 2020, at 10:00 a.m. in the Permit Center Conference Room, Quincy. Zoning Administrator, Tracey Ferguson, presiding. Assistant Planning Director, Rebecca Herrin, and Associate Planner, Tim Evans, are in attendance.

I. AGENDA

The agenda is approved as submitted.

II. PUBLIC COMMENT OPPORTUNITY

No public comment presented.

III. EXTENSION OF TIME: SANDERSON, ALICE / WIEGAND, KENNETH; BASTIAN ENGINEERING; APN 115-250-033; T.24N/R/9E/S.15 MDM

The request for an extension of time of three years to record the final map for the division of 2.86 acres into two parcels of 1.86 and 1.0 acres, located at 70 Beskeen Lane, Quincy, is presented. Associate Planner, Tim Evans, gives a presentation as outlined in the staff report. Zoning Administrator, Tracey Ferguson, questions the applicant, Alice Sanderson, if she has read the staff report and conditions of approval. Sanderson replies that she has read it and has no questions. Ferguson makes a correction to a typo on Exhibit #7 of the staff report. The title should state “. . . approved on June 12, 2019” rather than June 12, 2020. Ferguson points out that the original conditions of approval provided one year to record the final map, which turned out to be an error. The Subdivision Map Act provides for two years, and then the Plumas County Code allows for a three year extension, for a total of five years. The condition in Exhibit #8 reads correctly as far as June 12, 2019, extending to June 12, 2024, so the full five years is given. The public hearing is opened at 10:04 a.m. There being no comments, the hearing is closed at 10:04 a.m.

DECISION

Tracey Ferguson, Zoning Administrator, determines this project exempt from the California Environmental Quality Act under CEQA Guidelines Section 15061(b)(3), making findings A thru C; and approves the Extension of Time subject to the condition of approval outlined in Exhibit #8, making Findings A through G. Additionally, the heading on Exhibit #7 in the Staff Report is changed to June 12, 2019.

ENVIRONMENTAL DETERMINATION FINDINGS

- A. That it can be seen with certainty, based upon review of the initial environmental assessment, that there is no possibility that the project may have a significant impact on the environment. An Initial Study checklist was completed for the project; and
- B. That the location and custodian of the documents which constitute the record of these proceedings is the Plumas County Planning Department, 555 Main Street, Quincy, California; and
- C. That both parcels are already developed.

CONDITIONS

1. The original conditions, approved on June 12, 2019, shall be satisfied, except that the Final Map shall be recorded prior to June 12, 2024.

FINDINGS

- A) This project, as conditioned, will satisfy required development standards, as per Plumas County Code, for Suburban (S-1) zoning because the development will be served by roads which meet the required County Road Standard and all required utilities and services are available or can be made available. The project site is located within the service boundaries of the Quincy Fire Protection District which provides fire protection within reasonable service distance from existing fire protection facilities. Electrical power is provided to all parcels.
- B) This project, as conditioned, will be consistent with the Suburban (S-1) zoning because each parcel will meet the minimum standards for size, width, and use. In addition, each parcel is already developed with one dwelling unit each. Therefore, land division does not result in any conflict with zoning and density standards.
- C) It is found that this project is consistent with the general plan and zoning because the general plan calls for Suburban uses on the site and the zoning designation is S-1 (Suburban), which is compatible with existing and proposed uses.
- D) The site is physically suitable for the type of development and the proposed density of development; the design of the parcels is not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat; the design of the parcels is not likely to cause serious public health problems; and the design of the parcels will not conflict with easements, acquired by the public at large, for access through or use of property with the proposed parcels.
- E) It is found that the design and location of each lot, and the project as a whole, are consistent with the applicable regulations adopted by the State Board of Forestry and Fire protection adopted pursuant to Sections 4290 and 4291 of the Public Resources Code.
- F) Structural fire protection and suppression services will be available for the subdivision through the Quincy Fire Protection District.
- G) It is found that ingress and egress for the subdivision would be provided via the paved, maintained County road, meeting the regulations regarding road standards for fire equipment access adopted pursuant to Section 4290 of the Public Resources Code.

IV. **SPECIAL USE PERMIT: BLAIR, LARRY & SHIRLEY; APN 100-050-020; T.28N/R.7E/S.5 MDM**

The request for a Special Use Permit for the re-establishment of a lawful, non-conforming use consisting of a mortuary facility, located at 169 Main Street, Chester, is presented. Assistant Planning Director, Rebecca Herrin, gives a presentation as outlined in the staff report. Zoning Administrator, Tracey Ferguson, questions the applicant, Larry Blair, if he has read the staff report and conditions of approval and if he has any questions. Blair responds that he has no questions. The public hearing is opened at 10:07 a.m. There being no comments, the hearing is closed at 10:07 a.m. Ferguson verifies with the applicant that the facility will be operated as a funeral chapel used for meetings with families and funeral services, and there will be no body storage, embalming, or cremation on site.

DECISION

Tracey Ferguson, Zoning Administrator, determines this project exempt from the California Environmental Quality Act under CEQA Guidelines Section 15268, making findings A and B; and approves the Special Use Permit subject to the conditions of approval outlined in Exhibit #8, making Findings A thru D as follows:

ENVIRONMENTAL DETERMINATION FINDINGS

- A. That the project will occupy a portion of an existing permitted private structure involving no expansion of use and served by existing community services and infrastructure; and
- B. That the location and custodian of the documents which constitute the record of these proceedings is the Plumas County Planning Department, 555 Main Street, Quincy, California

CONDITIONS

- 1. The proposed re-establishment of the lawful-nonconforming use of the mortuary facility is approved in conformance with the application submitted June 29, 2020.
- 2. Building permits will be required for any alterations of structure(s) or premises. Retrofitting to current standards for accessibility may be required.
- 3. Building improvements requiring building permits will require an encroachment permit from the California Department of Transportation (CALTRANS) and improvement of the driveway connection to current accessibility (ADA) standards.
- 4. 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.
- 5. The Special Use Permit is to be signed by the property owners and applicants and returned within forty (40) days of the date of approval or the permit will be voided.

FINDINGS

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

V. SPECIAL USE PERMIT: FEATHER RIVER RESOURCE CONSERVATION DISTRICT (applicant) / PLUMAS CORPORATION (owner); APN 117-350-022; T.24N/R.10E/S.18 MDM

The request for a Special Use Permit for a public service facility consisting of office space for the Feather River Resource Conservation District (RCD), located at 424 N. Mill Creek Road and 47 Triology Lane, East Quincy, is presented. Assistant Planning Director, Rebecca Herrin, gives a presentation as outlined in the staff report. Zoning Administrator, Tracey Ferguson, questions the applicant, Brad Graevs, if he has read the staff report and conditions of approval and if he has any questions. Graevs states he has no questions. Ferguson verifies with the applicant that the office space will be used for RCD's administration and as a base for field operations personnel, and that it is a public service facility as defined under Plumas County Code section 9-2.276. The public hearing is opened at 10:13 a.m. There being no comments, the hearing is closed at 10:13 a.m.

DECISION

Tracey Ferguson, Zoning Administrator, determines this project exempt from the California Environmental Quality Act under CEQA Guidelines Section 15301, making Findings A and B; and approves the Special Use Permit subject to the conditions of approval outlined in Exhibit #8, making Findings A thru D. In addition, Item II. under Recommended Actions in the staff report should state "Exhibit 8" rather than Exhibit 4.

ENVIRONMENTAL DETERMINATION FINDINGS

- A. That the project will occupy a portion of an existing permitted private structure involving no expansion of use and served by existing community services and infrastructure; and
- B. That the location and custodian of the documents which constitute the record of these proceedings is the Plumas County Planning Department, 555 Main Street, Quincy, California

CONDITIONS

- 1. The proposed public service facility is approved in conformance with the application submitted July 16, 2020.
- 2. Building permits shall be a requirement of any "tenant improvement."
- 3. 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.
- 4. The Special Use Permit is to be signed by the property owners and applicants and returned within forty (40) days of the date of approval or the permit will be voided.

FINDINGS

- A) This project, as conditioned, is environmentally compatible with the surrounding area because the proposed project conforms with applicable state and county codes that are designed to protect public health and safety and to reduce potential impacts.

- B) Prior to the public hearing, it can be presumed that this project is socially compatible with the surrounding area because the conditions are designed to ensure that the project will not create any nuisances or interfere with the surrounding community. The project will be in conformance with all other regulations pertaining to the use.
- C) This project is economically compatible with the surrounding area because the use will not interfere with the economic use of properties in the vicinity in conformance with zoning requirements adopted for the promotion of the public health, safety, and general welfare.
- D) This project is consistent with the General Plan and zoning subject to the conditions imposed by the issuance of a special use permit.

VI. SPECIAL USE PERMIT: PLUMAS CHARTER SCHOOL (applicant) / PLUMAS COUNTY (owner); APN 116-320-058; T.24N/R.10E/S.19 MDM

The request for a Special Use Permit for a learning center located at 1446 E. Main Street, East Quincy, is presented. Associate Planner, Tim Evans, gives a presentation as outlined in the staff report. Zoning Administrator, Tracey Ferguson, questions the applicant if they have read the staff report and conditions of approval and if there are any questions. Taletha Washburn, representing the applicant, questions if the Building Official, Chuck White, specified which improvements to the building would be required. Evans replies that the Building Official stated only that building permits are required for change in use. Ferguson notes that in White's comment letter he did not state specific improvements, but Condition #3 requires an automatic fire alarm system be permitted and installed and that requirement is incorporated into the change of use permit. Ferguson clarifies to Washburn that the alarm is required, but sprinklers would not be per the Code if you're keeping to the 45-55 students and 10 employees. The hearing is opened at 10:21 a.m. There being no comments, the hearing is closed at 10:21 a.m. Ferguson states she wants to amend Condition #5 by adding "No less than 90 days" to the beginning of sentence number two.

DECISION

Tracey Ferguson, Zoning Administrator, determines this project exempt from the California Environmental Quality Act under CEQA Guidelines Section 15301, making findings A and B; and approves the Special Use Permit subject to the conditions of approval outlined in Exhibit #7, with the amendment of Condition #5, making Findings A thru D as follows:

ENVIRONMENTAL DETERMINATION FINDINGS

- A. That the project will occupy a portion of an existing permitted private structure involving no expansion of use and served by existing community services and infrastructure; and
- B. That the location and custodian of the documents which constitute the record of these proceedings is the Plumas County Planning Department, 555 Main Street, Quincy, California

CONDITIONS

1. The Special Use Permit for the operation of a learning center is approved in conformance with the application submitted on July 6, 2020.
2. Prior to occupancy, all necessary building permits shall be acquired for the change in use of the structure.
3. An automatic fire alarm system shall be permitted and installed to the satisfaction of the Building Official prior to occupancy.
4. To facilitate the drop off and pick up of students, Plumas Charter School shall utilize the student drop off/pick up plan submitted with the Special Use Permit application on July 6, 2020. Plumas Charter shall be responsible for monitoring traffic impacts in order to facilitate traffic movement along Highway 70.
5. The Special Use Permit shall expire on June 30, 2021. No less than 90 days prior to expiration, the applicant, if the use is to be continued beyond June 30, 2021, may apply to amend the Special Use Permit expiration date for an additional one-year period.
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 property owners and applicants and returned within forty (40) days of the date of approval or the permit will be voided.

FINDINGS

- A) This project is environmentally compatible with the surrounding area because the proposed project, as conditioned, conforms with applicable state and county codes that are designed to reduce potential impacts and protect public health and safety.
- B) This project is socially compatible because the conditions set forth ensure that the project will not create any nuisances or interfere with the surrounding community. The project will be in conformance with all other regulations pertaining to the use.
- C) This project is economically compatible with the surrounding area because the use does not prevent or diminish any economic benefits to property owners, nor will the use impede economic use of properties in the vicinity in conformance with zoning requirements adopted for the promotion of the public health, safety, and general welfare.
- D) This project is found to be consistent with the General Plan and zoning because a public service facility is a permitted use, subject to the issuance of a Special Use Permit.

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

ADJOURN

There being no further business, the meeting adjourns at 10:26 a.m. The next regularly scheduled Zoning Administrator meeting is set for October 14, 2020, at 10:00 a.m. at the Planning & Building Services Conference Room located at 555 Main Street in Quincy.


Heidi Wightman, Department Fiscal Officer II


Tracey Ferguson, Zoning Administrator