



1st: Romack
2nd: Klovstad
Vote: 3-0

Date: August 13, 2024

Honorable Mayor and Council Members:

Author and title: Adam Petersen, Senior Planner

Title: Historic Resource Inventory Re-Designation Request for the Jibboom Street Residences Project, 10012 Jibboom Street (APN 019-102-016)

Jen Callaway, Town Manager

Recommended Action: That the Town Council adopt Resolution 2024-53 authorizing an historic resource inventory re-designation for 10012 Jibboom Street (APN 019-102-016). Through this process, the property would be re-designated from a Category B (Contributing) historic resource to a Category D (Nonessential) historic resource.

Discussion:

Project Description

The applicant is requesting Demolition Review of an accessory garage structure located at 10012 Jibboom Street, currently a Category B (Contributory) historic resource. Kautz Environmental Consultants inventoried the accessory garage structure in 1998 as part of the Town's historic resource inventory and determined it was a Category B historic resource. The applicant has submitted an updated report from Kautz Environmental Consultants dated July 25, 2019. The Kautz Environmental Consultants report concludes that the standalone garage structure does not meet the requirements for listing in the National Registry of Historic Places (NRHP) as a contributor to the Truckee registry because it does not retain historic integrity to its period of significance. The Kautz Environmental Consultants report also finds that the property's rating be reevaluated to reflect its significant loss of historic materials and design and association with historical events and recommends a Category D "Nonessential" rating. The existing ancillary structure, shown in Figure 1, served as a garage for the now demolished motel.

The applicant is requesting that the property be re-designated to Category D (Nonessential), which is nonessential to the historic district. The first step of the Demolition Review process is to determine the appropriate designation of the property. Once the designation is determined, the next steps will depend on whether the property is historic (Category A, B or C) or non-historic (Category D). As the Town Council is the review authority for determining historic resource inventory designations, the Council determination is the first step in this process following a recommendation forwarded by the Historic Preservation Advisory Commission (HPAC).

The requested redesignation is part of the proposed Residences at Jibboom land use application, an application that includes request for approval of a Development Permit, Use Permit, Minor Use Permit, Zoning Clearance, Tentative Map, Historic Design Review and Sign Plan The Residences at Jibboom is an approximately 89,312 square foot mixed-use development comprised of 62 multi-family residential units (10 affordable for-rent units and 52 market rate for-sale units) and 3,339 square feet of ground floor commercial space at the corner of Jibboom Street and High Street in Downtown Truckee. The developer has expressed interest in deed restricting additional units for workforce housing through the Truckee Home Access Program (THAP). This discussion is on-going.

Figure 1 – Existing Structure



The proposed project includes three buildings containing 85,973 square feet of residential floor space (52,894 square feet of conditioned residential floor area, 22,210 square feet of unconditioned residential garage/storage/mechanical floor area, and 10,869 square feet of unconditioned covered balconies/walkways) and 3,339 square feet of ground floor commercial space. The proposed units and commercial spaces are in four buildings – Building A, Buildings B and C (which are linked by a walkway) and Building D. The project includes 69 parking spaces, with 58 spaces proposed onsite in covered garages below the residential units and behind the commercial spaces, and 11 on-street parallel parking spaces. The project also proposes a reciprocal access easement on the eastern portion of 10102 Jibboom Street (APN 019-102-010).

Background

Historic Preservation Program Implementation

Nevada County completed an historic resource inventory for Downtown Truckee in 1981 and the Town of Truckee initiated an update to the [historic resource inventory in 2002](#). The inventory identifies numerous structures of historic significance in Truckee, comprising one of the highest concentrations of any community in the state. Based on the results of the inventory, which contributed to the identification of a series of nine historic “character areas” in the Downtown, the Town adopted a comprehensive Historic Preservation Program in 2003. The Historic Preservation Program includes a comprehensive series of standards and guidelines concerning preservation and demolition of historic structures, design guidelines for rehabilitation and new construction, and guidance in the application of historic preservation standards.

Property History and Kautz Environmental Consulting Evaluation

As noted above, the property is rated as a Category B historic resource in the initial Town of Truckee historic resources inventory. The rating is applied to the property as a whole; outbuildings are considered for their contribution to the context and historical significance of the site. This is why the Town has one inventory per property versus separate inventories for primary structures and accessory structures.. This approach is consistent with the Secretary of the Interior's treatment of historic properties, which is a requirement of the Town's Historic Preservation Program. No further historical investigations on the property have been completed by the Town or other parties since 2002 (other than the 2019 inventory prepared by the applicant) and little to no alterations appear to have been made to the garage since that time. What has changed is the demolition of the primary motel structure and a second garage building.

The project site is located within Truckee's Historic Preservation Overlay District. When the Historic Resource Inventory was completed in 2003, the site was designated as a Category B ("Contributory") historic resource. At that time, the site included a single-story commercial building (constructed in the 1940s as a motel) and two ancillary buildings (identified in the inventory as garages). In 2015, the motel building and garage directly east of the motel were demolished following a determination by the Community Development Director that the structures posed an imminent life-safety hazard, in compliance with Development Code Chapter 18.83 (Demolition Review). Only the garage that was located north of the previous motel remains. Despite the demolition of the motel and one of the garages, the subject building remains as a Category B historic resource in the Historic Resource Inventory and requires review by HPAC and subsequent approval by the Town Council to redesignate the property.

The applicant hired Kautz Environmental Consultants to prepare a re-evaluation of the subject property and assess the historic significance of the remaining garage. Kautz provided the findings of its evaluation in a letter dated July 25, 2019, which is included as **Attachment 1** to this staff report.

The Kautz letter concludes that the subject property does not contain the integrity or significance to be eligible for listing in the National Register of Historic Places (NRHP), nor does it contribute to the Truckee Historic National Register District (THNRD). The garage served the now-demolished Truckee Motel, which was associated with the development of Truckee's tourism industry during the rise of automobile travel. However, the demolition of the motel resulted in the garage suffering diminished integrity of setting, feeling and association. Accordingly, the garage does not possess the significance to be eligible for listing in the NRHP. Staff notes that this finding is consistent with other sites within the Town's Historic Preservation boundary where the primary structure has been demolished (i.e.-Trout Creek chicken coops).

Historic significance is judged by applying the NRHP criteria, identified below as Criterion A through D. The NRHP guidelines state that a historic resource's "quality of significance in American history, architecture, archeology, engineering, and culture" must be determined by meeting at least one of the four main criteria:

- Criterion A:* Association with "events that have made a significant contribution to the broad patterns of our history"
- Criterion B:* Association with "the lives of persons significant in our past"
- Criterion C:* Resources "that embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values"
- Criterion D:* Resources "that have yielded, or may be likely to yield, information important to history or prehistory"

The existing garage does not satisfy Criterion A through D. As stated, the garage served as an accessory structure for the demolished hotel that served the rise of the auto generated tourism industry. The site is no longer associated with past historical events because the demolition of the hotel severed ties with

past events with the historical period of auto oriented tourism. Accordingly, the existing garage is not eligible under Criterion A. As Kautz states, the garage is not associated with a person in the past therefore it is not eligible under Criterion B. The garage is a simple wood-framed building which has experienced modifications, and does not possess distinctive characters of a type, period, or method of construction. Therefore, it is not eligible for listing under Criterion C. Lastly, the garage does not have potential for archaeological information, and is not eligible for listing under Criterion D. Therefore, the garage does not meet Criterion A through D for the NRHP.

With respect to the TNRHD classification, the Town Historic Preservation Program utilizes the following rating system:

- Category A: Essential* - Buildings that are individually eligible for the NRHP and retain the highest degree of integrity.
- Category B: Contributing* - Buildings that have experienced some alteration, yet still retain a relatively high degree of integrity.
- Category C: Supporting* - Buildings that have experienced substantial alteration but retain their overall form and scale and have the potential to be restored.
- Category D: Nonessential* - Buildings that have been altered to such a degree that the historic information is no longer interpretable, and they no longer retain sufficient integrity to convey their significance.

While the subject property is rated as Category B, this rating is assigned because of the previously existing motel. The two ancillary buildings were included in this Category because of the motel. As the Kautz report notes, the remaining garage has experienced modifications affecting its integrity beyond the criteria necessary for documentation as a Category B rating. Category B ratings require "a relatively high degree of integrity" despite "some alteration." The subject property has experienced a significant degree of alteration, specifically the demolition of the parcel's principal building, resulting in diminished integrity of setting, feeling, and association. Considering the scale of modifications to the property, it no longer qualifies for a Category B (Contributory) rating under the Town of Truckee's Development Code.

The remaining building does not qualify for a Category C rating as well. A Category C rating is assigned to buildings that were constructed in the period of significance that have sustained substantial alterations. Examples of these alterations include, but are not limited to, the replacement of historic siding with modern materials, the enclosure of historic porches, and the remodeling of original windows and doors. While the alterations to the existing garage are not substantial, the demolition of the motel, to which the garage is subordinate, has altered the overall historical significance of the property to such a degree that the garage no longer conveys historical significance. Further, the principal historical building on the property does not possess the potential to be restored because it has been demolished. The demolition of the hotel irreversibly altered and diminished the parcel's integrity to such an extent that its history as a motel with supporting accessory structures is no longer interpretable. The demolition severed the property's association with the historic themes of transportation and tourism in Truckee during the mid-twentieth century. Therefore, the remaining ancillary building no longer retains the integrity necessary to convey its significance.

Based on the above information, Kautz determined that an appropriate rating for 10012 Jibboom Street would be Category D ("Nonessential"). The following is a summary of the report's conclusions:

- The subject property is not individually eligible for listing in the National Register of Historic Places;
- The subject property is not recommended as a contributing element of the THNRD; and
- The diminished integrity of the subject property suggests that it embodies the qualities of a Category D ("Nonessential") resource.

If the Town Council takes action to authorize the redesignation of the property at 10012 Jibboom Street as a Category D resource, the applicant will proceed with demolishing the garage structure. If the Council keeps the existing Category B classification for the property or redesignates the property as a Category C historic resource, then the applicant will be required to comply with the Town's Demolition Review requirements, as discussed below.

Historic Preservation Program

With the initiation of the Town's historic preservation program, the Town Council established the process for re-designating historic resources. Staff has included two Town resolutions which provide background information on how the historic inventory process was established. Historic Preservation Advisory Commission (HPAC) Resolution 99-01 was adopted by the HPAC and established a methodology for evaluating historic resources. Listed below are the descriptions for Category B, C and D historic resources:

Category B — National Register Contributory

- *Classification:* These buildings and structures are eligible for listing in the National Register as a contributory building to a National Register District. They may also be of local interest and importance to the community.
- *Evaluation Criteria:* These buildings and structures meet at least one of the four National Register of Historic Places criteria as a component of a National Register District for downtown Truckee by "being associated with an important historic context and retaining historic integrity of those features necessary to convey its significance".
- *Historic Preservation Standards and Guidelines:* These buildings and structures will be afforded the highest level of protection under the Town's Historic Preservation Ordinance. Demolition requests to demolish or remove these buildings and structures will be reviewed and approved or denied in accordance with the Certificate of Economic Hardship standards already in place in Section 11.06.06 of the Downtown Zoning Ordinance.

Category C — Local Interest/National Register Eligible

- *Classification:* These buildings and structures are individually eligible for listing in the National Register or eligible for listing as a contributory building to a National Register District, but the buildings and structures are in such poor condition that they may be beyond the point of rehabilitation without substantial private and/or public investment and the Town and other public agencies may not be able or willing to provide the necessary assistance for rehabilitation. These buildings and structures will not be listed in the National Register but are of local interest and importance for separate listing under the Town Historic Preservation Ordinance.
- *Evaluation Criteria:* These buildings and structures exhibit several signs of deterioration to the structure and the exterior façade which clearly demonstrate that the costs to rehabilitate the building would substantially exceed potential income that could be generated by the building. These buildings and structures are generally not in an acceptable condition to be occupied, and the state of disrepair was not caused, induced, or accelerated by the property owner by direct or indirect actions and/or neglect. Deterioration is at such a state that rehabilitation may be extensive, costly, and or result in extensive alterations that may adversely affect the historic character of the building, and further deterioration would occur at an accelerated rate without active maintenance. The signs of deterioration include, but are not limited to, diminished structural integrity due to deterioration of footings, load-bearing walls, or columns, beams, trussed or other support members; loss of weather tightness or security due to such things as weathering or damage to exterior elements such as wall and roof surfaces, chimneys, balustrades, and other architectural features; damage to supporting piers and/or footings; floors that droop or sag, siding materials that do not match and are in poor condition; walls that lean

and are out-of-plane

- *Historic Preservation Standards and Guidelines:* Because there is some question on whether these buildings and structures may be rehabilitated without substantial public assistance, demolition review requests to demolish or remove these buildings and structures will be reviewed under a lower level of threshold than Category A or B buildings and structures, such threshold being less rigorous than the Certificate of Economic Hardship standards. Information and materials necessary to review a demolition of a Category C building will be the same as the information and material requirements for a Category A or B building. Findings for approval of a demolition request will focus on the following: the building cannot be rehabilitated in a manner that would allow a reasonable use or return from the property; all public and private incentives have been explored to relieve possible economic disincentives and there is no willingness on the part of the public agencies and private organizations, at the present or in the near future, to commit incentive funds for preservation or rehabilitation; and a building that is being utilized or rented, or was utilized or rented in the near past, will be considered a reasonable use of or return of the property if it provides sufficient income for active maintenance of the building.

Category D — Local Interest/National Register Potential

- *Classification:* These buildings and structures are not individually eligible for listing in the National Register nor eligible for listing as a contributory building to a National Register District but may be eligible for listing as a contributory building upon making minor alterations to the building. These buildings and structures are of local interest and importance for separate listing under the Town Historic Preservation Ordinance.
- *Evaluation Criteria:* These buildings and structures are not individually eligible for listing in the National Register nor eligible for listing as a contributory building to a National Register District because they do not retain sufficient historic integrity of those features necessary to convey its significance under the National Register criteria. This is primarily due to the historic exterior fabric of the building being covered by a non-historic false front. If the non-historic façade is removed and the original building materials remain intact and/or are restored to their original period of appearance, there is an excellent probability that the building may be individually eligible for listing in the National Register or eligible for listing as a contributory building to a National Register District.
- *Historic Preservation Standards and Guidelines:* Because these buildings and structures will not be listed in the National Register District and will not receive the benefits arising from such listing, exterior alterations and additions will be reviewed in accordance with local historic design review standards and guidelines for the rehabilitation and alteration of historic buildings. These local standards and guidelines will be less rigorous than *The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings* but will still ensure that any alterations or additions to the building will not adversely affect the present-day historic character of the building. Demolition requests will be reviewed and acted upon in accordance with the same standards and findings imposed on Category C buildings and structures.

While there may be an overlap in the evaluation criteria for Category C and D properties, the primary difference in the HPAC Resolution is the retention of historic integrity. Category C rated properties *are* eligible for listing in the National Register. This means properties rated Category C retain sufficient historic integrity, but rehabilitation may be cost-prohibitive due to their poor condition. Category D buildings *are not* eligible for listing in the National Register because they do not retain sufficient historic integrity.

[Town Council Resolution 2003-18](#) adopted the historic resources inventory and established a process for amending the designation of individual historic resources (see page 50 of Resolution 2003-18). The Resolution stipulates the steps for a property owner to change the classification of a resource. It is through this process that staff is processing the current demolition review and associated re-designation request.

Section 6.0 (Individual Historic Resources) includes criteria for nominating, repealing or amending the designation of an historic resource. This Section identifies that a property owner may initiate a repeal or amendment of a previously designated Individual Historic Resource. From that point, upon receiving the HPAC's recommendation, the Town Council is required to consider a resolution designating, repealing or amending the designation of the Individual Historic Resource.

Land Use Entitlements

There are two separate processes outlined within the Development Code to demolish a historic resource. The first, Historic Design Review (Chapter 18.77) outlines the process for issuance of a Certificate of Economic Hardship. This process establishes the procedures for the review of requests to remove, relocate, tear down, or demolish a Category A, B or C historic resource. The following findings must be made to grant a Certificate of Economic Hardship:

- (1) The denial of the demolition request or the Certificate of Appropriateness for the proposed work, or compliance with any conditions of approval, will cause an immediate extreme hardship because of conditions peculiar to the particular structure or other feature involved.
- (2) The denial of the demolition request or Certificate of Appropriateness for the proposed work will deny the property owner all reasonable use of or return from the property; (In this context, personal, family, or financial difficulties, loss of prospective profits and neighboring violations are not justifiable hardships).
- (3) The denial of the demolition request or the Certificate of Appropriateness for the proposed work will diminish the value of the subject property so as to leave substantially no value.
- (4) Sale or rental of the property is impractical, when compared to the cost of holding such property for uses permitted in this zone.
- (5) An adaptive reuse study has been conducted and found that utilization of the property for lawful purposes is prohibited or impractical.
- (6) Rental at a reasonable rate of return is not feasible.
- (7) The denial of the demolition request or the Certificate of Appropriateness for the proposed work would damage the owner of the property unreasonably in comparison to the benefit conferred on the community.
- (8) All means involving Town-sponsored incentives, such as transfer of development rights, tax abatements, financial assistance, building code modifications, changes in the zoning ordinance, loans, grants and reimbursements, have been explored to relieve possible economic disincentives.
- (9) In the case of a proposed demolition, the designated resource cannot be remodeled or rehabilitated in a manner which would allow a reasonable use of or return from the property to the property owner.

Demolition Review (Chapter 18.83) establishes procedures and criteria for the review of demolition requests to historic resources to implement the requirements of the –HP District and the goals and policies of the Historic Resources Element of the Downtown Specific Plan. For a Category A or B historic resource, the review authority may grant Demolition Review approval only if one of the following findings can be made:

- (1) The findings for a Certificate of Economic Hardship can be made and a Certificate of Economic Hardship is granted; or
- (2) In conjunction with the findings for a land use permit for a replacement structure or use, the historic resource must be removed from the site in order for the property to be utilized for a public structure or use which substantially benefits the public.

For a Category C historic resource, the review authority may grant Demolition Review approval, only if one of the following findings can be made:

- (1) Maintaining the resource is not economically feasible based on policies, criteria and guidelines adopted by the Town Council. The review authority may determine that only a portion of the documentation cited in Section 18.77.060.C is required to demonstrate economic feasibility.
- (2) Within one year of the demolition of the resource, the resource will be replaced by a building reconstructed to replicate the resource from a period of the historic significance of the resource and the reconstruction of the building is done in accordance with the “Standards for Reconstruction and Guidelines for Reconstructing Historic Buildings” as set forth in the Secretary of the Interior’s Standards for the Treatment of Historic Properties.
- (3) The historic resource must be removed from the site in order for the property to be utilized for a public structure or use which substantially benefits the public.

For a Category D building, a building permit to demolish the building is required. Because a Category D building is non-historic, the Demolition Review process does not apply.

As noted above, the Town’s Demolition Review requirements apply to historic properties with a Category A, B or C rating. This means that if the Town Council redesignates the property as a Category D resource, the garage will no longer be considered historic, and it will not be subject to the Demolition Review requirements. The process to demolish a Category D structure involves the applicant obtaining a building permit for the demolition.

If the Town Council maintains the current Category B historic rating for the property or redesignates the property as a Category C historic resource, then the Demolition Review requirements would apply. To approve the demolition of the garage under this scenario, the Town Council would need to make the required findings outlined in the Development Code.

General Plan Consistency

2040 General Plan

The 2040 General Plan includes a policy framework for the Town’s historic resources. Goal CC-4 aims to preserve and enhance the Town’s historic and cultural resources. Similarly, Goal CC – 7 seeks to maintain Downtown as the as the preeminent town center with a vibrant mix of uses, rich legacy of historic buildings and sites by ensuring new development respects the character and context of those resources. The following policies are relevant to the proposed re-designation request and subsequent demolition review request:

Policy CC – 4.1: Cultural Resource Preservation	Require development that includes ground disturbance be assessed by a qualified professional for potential archaeological, tribal cultural, and paleontological resources or sites and be designed to avoid impacts to these resources to the maximum extent feasible. Where there is evidence of an archaeological, tribal cultural, or paleontological resources in a proposed project area or there is determined to be a high likelihood for the occurrence of such sites, require monitoring by a qualified professional. As related to tribal cultural resources, a “qualified professional” consists of the geographically and culturally affiliated tribe. Tribal cultural resources may include sites designated as archaeological, historical resources, areas of oral
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history, sacred lands, ecological resources, water ways, heritage trees, and cultural landscapes.

Policy CC – 4.2: Historic Resources

As part of the development review process for projects involving modification to existing buildings and structures, require all affected buildings and structures over 45 years of age to be evaluated for historical significance. If a significant historic building or structure is proposed for major alteration or renovation, or to be demolished, the Town shall ensure that a qualified architectural historian thoroughly documents the building and associated landscaping and setting. Documentation shall be to the applicable level (short form, Level 1, Level II, or Level III) of Historic American Building Survey or Historic American Engineering Record documentation. A copy of the record shall be deposited with the Town, Truckee-Donner Historical Society, and the North Central Information Center, at minimum. The record shall be accompanied by a report containing site-specific history and appropriate contextual information.

Policy CC – 7.2: Preserve Historic Character of Downtown Truckee

Continue efforts to preserve the unique historic character of Downtown Truckee, including programs to encourage the preservation of historic resources and to facilitate adaptive reuse of historic buildings.

Downtown Truckee Plan

The Downtown Truckee Plan adopted in May 2023 provides a policy framework for the preservation and demolition of historic resources, which are presented as follows:

Policy HR – 3 Safeguard historic buildings from unnecessary removal and demolition

Policy HR-S-3 In those cases where the potential for archaeological or historic resources on the site cannot be determined prior to project approval (e.g. a project involving demolition of a structure and construction of a new structure), a qualified archaeologist shall be present on-site during all excavation activity, including preliminary soil investigations and trenching for foundations, utilities, and grading. If items of historic or archaeological value are uncovered, work in the area of the discovery shall be halted for a time period reasonable for the Town and archaeologist to analyze and assess the significance of the items. If necessary, a mitigation plan to preserve or recover them shall be prepared by the archaeologist. The archaeologist shall submit a report to the Community Development Department describing the findings.

Downtown Truckee Plan Historic Design Guidelines

In the Historic Design Guidelines, the Town adopted Truckee’s local rating system for historic resources. Definitions of each category are listed below:

- Category A (Essential)—Buildings that are individually eligible for the National Register are considered “Essential” structures in the local survey rating. These are buildings that retain the highest degree of integrity.
- Category B (Contributing)—Historic buildings that have experienced some alterations, yet still retain a relatively high degree of integrity
- Category C (Supporting)—Older buildings that have had substantial alterations but retain their overall form and scale, and which have the potential to be restored.
- Category D (Nonessential)—These structures have been altered so radically that the historic information is no longer interpretable, and they no longer retain sufficient integrity to have historic significance.

The Guidelines also provide direction when applying the ratings during proposed property improvements:

For properties rated Category B, preservation of those original features that survive is also a goal and, in addition, removal of non-historic alterations and reconstruction of historic features are objectives. With respect to a demolition request the full list of criteria which are specified within the Development Code must be met to substantiate and economic hardship. For Category C properties, preservation of those historic features that do survive remains a goal as well. The economic hardship will be less extensive and replacement plans are not required prior to demolition application approval. Also, demolition applications for structures in this category may be approved without going through the certificate of economic hardship process if the structure will be reconstructed in accordance with the Secretary of interior’s Standards for the Treatment of Historic Properties. For Category D properties, preservation is not an objective. Demolition applications for structures in this category are handled through permitting procedures for non-historic properties.

Implications for Demolition Review of Category B, C and D Historic Resources

As discussed, there are different requirements for the Demolition Review of Category B, C and D historic resources. Given the project proposal to demolish the ancillary garage at 10012 Jibboom Street, the Council will first need to consider if the property warrants a change in designation from Category B to a different category. Next, the Council will need to identify the new designation. The findings to approve a Certificate of Economic Hardship, which are needed to demolish a Category B historic resource, are more difficult to make than those associated with demolition of a Category C building. However, the burden of documenting the Certificate of Economic Hardship upon the applicant is essentially the same. The applicant will be tasked with providing sufficient documentation to demonstrate the economic hardship that would be imposed by preservation and/or rehabilitation of the historic resource. In other words, the applicant must demonstrate that preservation and/or rehabilitation is economically infeasible.

Demolition Review is not required for Category D properties because the property is determined to be non-historic by the Town’s Historic Preservation Program. The applicant would only be required to obtain a demolition permit from the Building Division. The Demolition Review application would be complete if the Council designates this property as a Category D resource.

While the Town Council is the decision maker for a potential historic resource inventory re-designation, the Planning Commission is the review authority for Demolition Review applications. Therefore, the Council’s decision on the re-designation empowers the Commission to decide on the Demolition Review request. Accordingly, the Commission will have to make findings in the affirmative to approve or findings in the contrary to deny the applicant’s request and will vary depending on the property’s designation. The HPAC is tasked with making recommendations at both stages of the process.

HPAC Recommendation

The HPAC considered the requested re-designation at a duly noticed public hearing on July 10, 2024. The HPAC received an overview of the request from staff, the applicant, received public comments, and deliberated on the proposed re-designation. With respect to the re-designation, public comment ranged from not opposing the proposal to desiring a project design that incorporated more complimentary historic design elements. Commissioner Sesko motioned, and Commissioner Kenny seconded her motion, to accept staff's recommendation to re-designate the property at 10012 Jibboom Street as a Category D property. The motion passed unanimously (3-0). A copy of the HPAC staff report and draft meeting minutes can be found in **Attachments 2 and 3**.

Environmental Review

Once a determination has been made with respect to the property's historic resource inventory designation, staff will commence environmental review to determine the impacts of the proposed demolition of a historic resource. If the property is determined to be a Category B or C historic resource, the environmental document will be forwarded to the HPAC and Planning Commission for their consideration. If the property is determined to be a Category D, it is likely that no further environmental review will be necessary.

Recommended Town Council Action

The HPAC unanimously recommended a re-designation to a Category D historic resource. As the Town Council is aware, the HPAC does a majority of the "heavy lifting" on Historic Design/Demolition Review requests. The HPAC thoroughly reviewed the documentation provided by Town staff and the applicant on the re-designation and Demolition Review requests. It is the staff's opinion that the applicant has provided sufficient documentation which supports a re-evaluation of the property and that the property likely no longer can support a Category B designation. Based on the documentation provided and the Historic Preservation Program's framework, staff supports the Category D re-designation. Staff concurs with the HPAC's findings related to the evaluation criteria for both Category B and D properties and is recommending the Council designate this property as a Category D historic resource.

Priority:

<input type="checkbox"/>	Enhanced Communication	<input type="checkbox"/>	Climate and Greenhouse Gas Reduction	<input type="checkbox"/>	Housing
<input type="checkbox"/>	Infrastructure Investment	<input type="checkbox"/>	Emergency and Wildfire Preparedness	<input type="checkbox"/>	Core Service

Fiscal Impact: All costs to process this request are borne by the applicant through payment of fees to the Planning Division.

Public Communication: Other than standard noticing of this agenda item, no additional notice has been provided.

Attachments:

1. July 25, 2019 Kautz Environmental Consultant Inc. 10002 Jibboom St. Re-evaluation Letter
2. [Draft July 10, 2024 HPAC Meeting Minutes](#)
3. [July 10, 2024 HPAC Staff Report](#)
4. Draft Town Council Resolution No. 2024-53

**TOWN OF TRUCKEE
California**

RESOLUTION 2024-53

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TRUCKEE TO ADOPT A
CATEGORY D (NONESSENTIAL) HISTORIC RATING FOR
10012 JIBBOOM STREET (APN: 019-102-016)**

WHEREAS; In 1998, the Town of Truckee hired Kautz Environmental Consultants to survey all buildings and structures in the Downtown area that were older than 50 years (pre-1955) and to prepare a historic and architectural resources inventory of the buildings and structures; and

WHEREAS; the Town of Truckee Town Council adopted the Truckee Historic Resources and Architectural Inventory prepared by Kautz Environmental Consultants on June 19, 2003 by Resolution 2003-18; and

WHEREAS; the Truckee Historic Resources and Architectural Inventory surveyed the property located at 10012 Jibboom Street (APN: 019-102-016) and adopted a Category B designation and

WHEREAS; in 2023, the property owner requested a re-designation of the property in accordance with Volume 1, Section 6.0 of the Truckee Historic Resources and Architectural Inventory; and

WHEREAS; the Historic Preservation Advisory Commission reviewed the property owner's request and supporting documentation at their July 10, 2024 meeting and forwarded a recommendation to the Town Council to adopt a Category D (Nonessential) historic rating for the property; and

WHEREAS; the Town Council is responsible for adopting a numbered resolution for the designation of an individual historic resource; and

WHEREAS; the Town Council considered the re-designation request at their regularly scheduled meeting beginning and ending on August 13, 2024 and considered all information and public comment related thereto.

NOW THEREFORE BE IT RESOLVED, the Town Council of the Town of Truckee hereby adopts a Category D (Nonessential) historic rating for the property located at 10012 Jibboom Street (APN: 019-102-016).

BE IT FURTHER RESOLVED, the Council hereby adopts the analysis and conclusions set forth in the Kautz Environmental Consultant historic resource evaluations of the property dated July 25, 2019, in support of the Category D (Nonessential) historic rating for the property.

The foregoing resolution was introduced by Council Member Romack, seconded by Council Member Klovstad, at a regular meeting of the Truckee Town Council, held on the 13th day of August, 2024 and adopted by the following vote:

AYES: Council Member Romack, Council Member Klovstad, Vice Mayor Zabriskie.

NOES: None.

ABSENT: Council Member Henderson.



David Polivy, Mayor

ATTEST:



Kelly Carpenter, Town Clerk



Town Council Meeting Minutes

August 13, 2024, 5:00 PM

Town Hall – Administrative Center | 10183 Truckee Airport Road, Truckee, CA

1. **Call to Order:** Mayor Polivy called the meeting to order at 5:05 p.m.
2. **Roll Call:** Council Members; Romack, Klovstad, Vice Mayor Zabriskie, and Mayor Polivy.

Absent: Council Member Henderson.

Staff Present: Chris Hardy, Chief Information Security and Technology Officer; Denyelle Nishimori, Community Development Director; Danny Renfrow, Chief of Police; Dan Wilkins, Director of Public Works/Town Engineer; Kelly Carpenter, Town Clerk; Andy Morris, Town Attorney; Kim Szczurek, Interim Administrative Services Director; Hilary Hobbs, Assistant to the Town Manager; Jen Callaway, Town Manager; Becky Bucar, Assistant Public Works Director; Jenna Gatto, Town Planner; Lynn Baumgartner, Program Analyst II; and James Blattler, Emergency Services Manager; Lucas Kannall, Assistant Planner, Adam Petersen, Senior Planner, Lisa Madden, Operations Lieutenant, and Carissa Binkley, Program Analyst II.

3. **Pledge of Allegiance:** Recited in unison.
4. **Public Comment:**

Written comment received from:

Benjamin Isaacson	Candy Cohen	Don Routh	Emilie Kashtan (2)
Gerardo Rodriguez-Gomez	Jack Kashtan	Len Zavala	Matt Hoggard
Mike Cooke	Nicole Fisher	Patrick Taylor	Richard Hendry
Steve Kershnik	Vicki Lambert.		

Verbal comment received from: Barney Dewey, Jody Sweet, Peter Wrobel, Paco Lindsay, Emilie Kashtan, and Jesse Griffin.

Mayor Polivy adjourned for a recess at 5:25 p.m.

Mayor Polivy reconvened the meeting at 5:27 p.m.

Mayor Polivy closed public comment.

5. **Presentations**
 - 5.1 **Mayor Polivy presented the Small Business, Big Applause award to Kristine Krone of Wild Cherries.**
 - 5.2 **Jessica Penman, Truckee Chamber of Commerce Chief Executive Officer, presented the Truckee Chamber of Commerce Annual Update.**

- 5.3 Jen Callaway, Town Manager, presented the Employee Incentive Awards.
- 5.4 James Blattler, Emergency Services Manager, and Jen Callaway, Town Manager, provided the Town Manager Report.

Mayor Polivy opened public comment.

Verbal comment received from: Dave Sheets.

Mayor Polivy closed public comment.

6. Consent Calendar

Kellie Cutler pulled Item 6.14 for further discussion.

It was moved by Council Member Klovstad, and seconded by Council Member Romack, to approve the Consent Calendar Items 6.1 through 6.13 as follows:

- 6.1 Approved the minutes of June 25, 2024, Regular Town Council Meeting.
- 6.2 Authorized the Town Manager to execute a contract amendment for Task Order 7 with NV5 for the West River Street Streetscape Improvement Project in the amount of \$30,866, increasing the total not-to-exceed amount to \$67,866.
- 6.3 Approved a \$250,000 increase in the 2024-2025 budget for General Insurance for a total line-item budget of \$1,250,000.
- 6.4 Authorized the Town Manager to sign a contract with the California Governor's Office of Emergency Services (Cal-OES) to conduct an Independent Security Assessment (ISA) through the California Military Department Cyber Network Defense (CND) Team during Fall 2024 and approve the associated cost of \$76,443.21.
- 6.5 Authorized the Town Manager to execute a contract with Public Health Institute in the amount of \$62,000 for two (2) CivicSpark Fellows to provide professional services for the Keep Truckee Green, Community Engagement, and Housing Divisions.
- 6.6 Authorized the Town Manager to execute a contract with Commute with Enterprise (CWE) for a Truckee Vanpool Pilot Program for a not-to-exceed amount of \$174,720.
- 6.7 Authorized the Town Manager to execute a contract amendment in the amount of \$34,305 with Melton Design Group, Inc. to complete the West River Street Park design for a total not-to-exceed contract amount of \$626,082.13, and preserve the existing contingency budget of \$20,000 for a total authorized expenditure of \$646,082.13 on the design contract.
- 6.8 Adopted Resolution 2024-50 supporting Proposition 4, authorizing bonds for safe drinking water, wildfire prevention and protecting communities and natural lands from climate risks
- 6.9 Adopted Resolution 2024-51 supporting Proposition 5, lowering the voter approval threshold to 55% for certain affordable housing and public infrastructure projects
- 6.10 (1) Amended the existing Railyard Mobility Hub Phase 2A Project (C2406) budget to increase the Fiscal Year 2024/2025 budget by \$263,661 from the General Fund for a total CIP budget of \$1,991,591; (2) Awarded the construction contract and authorize the Town Manager to execute the Railyard Mobility Hub Phase 2A Project construction contract with Ruppert, Inc. in the amount of \$1,292,862 and authorize a 10% contingency amount of \$129,286 (10%) for a total authorized construction expenditure amount of \$1,422,148; (3) Authorized the Town Engineer to approve contract change orders or changes to unit quantities within the approved contingency amount; (4) Authorized the Town Manager to execute a contract with Construction Materials Engineers, Inc. (CME) for construction support services in the amount of \$77,370 and authorize a 10% contingency amount of \$7,737 for a total authorized expenditure amount of \$85,107; (5) Authorized the Town Manager to execute a contract amendment with Eastern Sierra Engineering (ESE) in the amount of \$19,000 and authorize a 15% contingency amount of \$2,850 to increase the total authorized contract amount to \$71,780 for additional construction engineering services for

the Railyard Mobility Hub Phase 2A project; and (6) Authorized the purchase of two (2) Ford Motor Company Level 3 Direct Current Fast Chargers for installation at the Mobility Hub in the amount of \$242,897.38.

- 6.11 Authorized the Mayor, Town Manager, and Emergency Services Program Manager to co-sign a Letter of Support to the Friends of the Truckee Library for the inclusion of a community resource center within the new library.
- 6.12 Authorized the Town Manager to execute a twelve-month contract with Court Leve Productions to provide on-call videography services and produce a series of videos related to Town services and projects.
- 6.13 Amended the existing 2024 Trail Pavement Maintenance Project (C2418) budget to increase the CIP budget by \$225,000 for a total CIP budget of \$1,425,000; (2) Authorized an additional \$730,000 contract contingency amount for the 2024 Paving and Drainage Project construction contract with Sierra Nevada Construction to increase the total contract contingency to \$1,189,800.70 and a total authorized expenditure amount of \$5,787,807.70; and (3) Authorized the Town Engineer to approve contract change orders, changes to unit quantities, and alternative means-and-methods within authorized contract expenditure amount.

The Consent Calendar carried with the following vote:

Ayes: Council Member Romack, Council Member Klovstad, Vice Mayor Zabriskie and Mayor Polivy.

Noes: None.

Absent: Council Member Henderson.

Abstained: None.

The motion passed 4-0.

6.14 Dark Skies Awareness Campaign for Fiscal Year 2024/2025.

Recommended Action: That Council authorize the Town Manager to execute a contract with Nevada County Arts Council dba Truckee Cultural District for an amount not to exceed \$80,000 for the Truckee Cultural District to continue and manage the Dark Skies Awareness Campaign for Fiscal Year 2024/2025.

Kellie Culter, Truckee Cultural District, thanked the Truckee Town Council for bringing the Dark Skies Awareness Campaign to Truckee.

Mayor Polivy opened public comment.

Written comment received from: Colleen Dalton.

Mayor Polivy closed public comment.

The staff recommendation was moved by Vice Mayor Zabriskie, and seconded by Council Member Romack, and adopted with the following vote:

Ayes: Council Member Romack, Council Member Klovstad, Vice Mayor Zabriskie and Mayor Polivy.

Noes: None.

Absent: Council Member Henderson.

Abstained: None.

The motion passed 4-0.

7. Discussion Items

- 7.1 **Historic Resource Inventory Redesignation Request for the Jibboom Street Residences Project, 10012 Jibboom Street (APN 019-102-016).**

Recommended Action: That Council adopt Resolution 2024-53 authorizing a historic resource inventory re-designation for 10012 Jibboom Street (APN 019-102-016).

Adam Petersen, Senior Planner, presented from the staff report (presentation on file with Town Clerk).

Mayor Polivy recused himself from this item due to his business being within proximity of the property under consideration.

Vice Mayor Zabriskie opened the item for public comment.

Written comment received from:

Abigail Edward	Andrea Buxton	Branden Madigen	Chris Egger
Cindy Gustafson	Cindy Basso	Daniela Garofalo	David Westall
Edward C. Vento	Gerard Fenech	Heidi Volkhardt Allstead	James M. Lloyd (2)
Jeff Kraunz	John & Kim Percy	Kristina Kind	Kurt Williams
Michael B. Talmadge	Sandra L. Pinkowski	Sherri-Lynn Laboissonniere	Steve Collins
Steven McNamara	Sean Whelan		

Vice Mayor Zabriskie closed public comment.

Council Direction:

The staff recommendation was moved by Council Member Romack, seconded by Council Member Klovstad, and adopted with the following vote:

Ayes: Council Member Romack, Council Member Klovstad, Vice Mayor Zabriskie.
Noes: None.
Absent: Council Member Henderson.
Abstained: Mayor Polivy.
The motion passed 3-0.

7.2 Senate Bill 9 Appeal (Application No. 2024-00000073/APL - 10198 Thomas Dr.)

Recommended Action: That Council adopt Resolution 2024-54 to: (1) Determine the Community Development Director's determination exempt from the California Environmental Quality Act (CEQA) Guidelines per Section 15300.1 (Relation to Ministerial Projects); (2) Uphold the decision of the Community Development Director and Planning Commission in denying the application (Planning Application 2023-00000154); and (3) Deny the appeal requesting reconsideration of the Senate Bill 9 height requirements and review the project using single-family residential height requirements, on the basis that Senate Bill 9 legislation allows for local agencies to impose objective zoning standards and by definition, the proposal has failed to satisfy these objective standards.

Lucas Kannall, Assistant Planner, presented from the staff report (presentation on file with Town Clerk).

Christian Bratt appeared for appellant's presentation via Zoom.

Council Discussion:

- This appeal is regarding a height and square footage issue of the actual unit which is inconsistent with Senate Bill 9 standards.
- To change the law, it would require a separate meeting.
- There is no evidence that staff got any numbers wrong on the project.

- This project was submitted in late November after which time new height limits calculations had been implemented.
 - The height limit is 35 feet.
- Since the time this project was discussed before the Planning Commission, Appellant has subsequently resubmitted this project to the Planning Department.
 - A second inconsistency letter has been sent to the appellant.
 - At this time, the current resubmittal is not under discussion before Town Council.

Mayor Polivy opened the item for public comment.

Written comment received from: Darron Huck, Marc Jacuzzi, Cynthia O'Connell-Sullivan, Robin Lavery.

Verbal comment received from: Kurt Reinkens, Dave Sheets, and Libby Nelson.

Mayor Polivy closed public comment.

Council Direction:

The staff recommendation was moved by Vice Mayor Zabriskie, seconded by Council Member Klovstad, and adopted with the following vote:

Ayes: Council Member Romack, Council Member Klovstad, Vice Mayor Zabriskie and Mayor Polivy.

Noes: None.

Absent: Council Member Henderson.

Abstained: None.

The motion passed 4-0.

Mayor Polivy adjourned for a recess at 7:21 p.m.

Mayor Polivy reconvened the meeting at 7:32 p.m.

7.3 Animal Sheltering and Partnership with Humane Society of Truckee-Tahoe.

Recommended Action: That Council provide direction to staff to further discussions and continue to evaluate the Town's current sheltering model and partnership with the Humane Society of Truckee-Tahoe (HSTT).

Danny Renfrow, Chief of Police, presented from the staff report (presentation on file with Town Clerk).

Council Discussion:

- The Town is considering its contribution of monetary funds, maintenance of the building and staffing for the future of the animal shelter.
- The current status of the partnership was brought up due to staffing changes.
- A determination needs to be made by the end of the calendar year.
- HSTT would like to expand the level of service within the existing facility.

Mayor Polivy opened the item for public comment.

Verbal comment received from: Stephanie Nistler.

Mayor Polivy closed public comment.

Council Direction:

- **Staff should proceed with discussions with HSTT without council member participation unless Council Member Henderson wishes to participate.**

7.4 Approval of Deed Restriction for New Development Program Guidelines, Approval of Agreement with Sierra Business Council for Program Operation, and Budget Amendment.

Recommended Action: That Council: (1) Approve the Deed Restriction for New Development Program Guidelines; (2) Authorize the Town Manager to execute an agreement with Sierra Business Council for program operation not to exceed \$2,230,000; and (3) Approve a budget amendment for C2014 in the amount of \$1,885,000 for a total of \$4,102,000.

Lynn Baumgartner, Program Analyst II, presented from the staff report (presentation on file with Town Clerk).

Council Discussion:

- The \$687,500 sales price is based on the 180% Area Median Income (AMI) affordability cap for a standard household size of three for a 2-bedroom unit.
 - The sales price cap is only upon the initial sale to a qualified owner.
- This program is not able to be combined with any other deed restriction funding.
 - The current deed restriction is 55 years.
 - The ability to use the Martis fund in combination with the current deed restriction can be offered for this program.
- The Town would sell to a non-qualified owner to allow for flexibility in the program for a larger developer or owner to rent out or sell the units to qualified buyers.
 - The developer would not be considered the first owner.
- The Town would enter a two-year contract with Sierra Business Council (SBC) for \$30,000 would include a set time and material rate.
 - The rate depends on the hourly rate of the specific staff member. The low rate would be \$120 per hour; the high rate would be \$257 per hour
 - SBC will keep Town apprised of time and material.
- Staff would not need to immediately transfer the \$2,200,000 pool of funding dedicated for this program to SBC.
 - Town can wait to transfer funds to SBC based on certain triggers in the project.
- Funding does not need to come entirely out of the General Fund. Some Measure K funds are available now.
 - \$1,000,000 in funds could come out of Measure K funding, and \$885,000 can come from the General Fund.

Mayor Polivy opened the item for public comment.

Verbal comment received from: Steve Frisch.

Mayor Polivy closed public comment.

Council Direction:

- **Staff to include the option of using the Martis Fund with this program.**
- **Staff to prepare a budget amendment to use \$1,000,000 of funding from Measure K and \$885,000 from the General Fund.**

The staff recommendation, with the direction noted above, was moved by Council Member Romack, seconded by Council Member Klovstad, and adopted with the following vote:

Ayes: Council Member Romack, Council Member Klovstad, Vice Mayor Zabriskie and Mayor Polivy.
Noes: None.
Absent: Council Member Henderson.
Abstained: None.
The motion passed 4-0.

7.5 Ordinance for One Half Percent (1/2%) General Sales Tax Measure to Fund Town Essential Services.

Recommended Action: That Council introduce and waive the first reading of Ordinance 2024-07 establishing a one-half percent (1/2%) transactions and use tax, contingent on voter approval of the “Town Essential Services Tax Measure” at the November 5, 2024, election.

Alfred Knotts, Transportation Program Manager, presented from the staff report (presentation on file with Town Clerk).

Mayor Polivy opened the item for public comment.

Verbal comment received from: Steve Teshara and Sara Van Siclen.

Mayor Polivy closed public comment.

Council Direction:

The staff recommendation was moved by Council Member Klovstad, seconded by Council Member Romack, and adopted with the following vote:

Ayes: Council Member Romack, Council Member Klovstad, Vice Mayor Zabriskie and Mayor Polivy.
Noes: None.
Absent: Council Member Henderson.
Abstained: None.
The motion passed 4-0.

8. Council Reports

Vice Mayor Zabriskie

- Attended meetings regarding reach codes.
- Attended River Revitalization Steering Committee and subcommittee meetings.
- Attended a meeting on winter sheltering.
- Attended the Building Decarbonization Workshop.
- Attended the Nevada County Transportation Commission meeting
- Attended the Truckee North Tahoe Transportation Management Association meeting.

Mayor Polivy

- Attended the Dark Skies awards ceremony.
- Attended the Truckee Chamber of Commerce advocacy meeting.

Council Member Klovstad

- Attended Climate Transformation Alliance Governing Partners meetings.
- Participated in the Convene, Champion & Catalyze meetings.

- Participated in a ride along with Truckee Police Department.
- Attended the Dark Skies awards ceremony.
- Attended the Forest Futures happy hour.
- Attended the Tahoe Basin Biomass Taskforce meeting.
- Met with Supervisor Bullock.
- Participated in the "How to Run for Office" meeting.

Council Member Romack

- Attended two River Revitalization Steering Committee meetings.
- Attended Good Morning Truckee.

9. Adjournment- 9:05 p.m.

To the regular meeting of the Truckee Town Council, August 27, 2024, 5:00 p.m. at Town Hall, 10183 Truckee Airport Road, Truckee, CA.

Respectfully submitted by:

Approved:

Kelly Carpenter

Kelly Carpenter, Town Clerk

D. Polivy

Dave Polivy, Mayor