



**TOWN OF TRUCKEE  
PLANNING COMMISSION**

**REGULAR MEETING AGENDA  
November 16, 2021 5:00 PM**

**Town Hall - Council Chambers  
10183 Truckee Airport Road, Truckee, CA**

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**Welcome back to in-person Planning Commission Meetings! All in-person attendees must wear a mask, regardless of vaccination status. Town is maintaining the option to leave a voice message prior to the meeting for in-person meetings. Comments submitted before 2 p.m. using the Public Comment form, emailed to [PlanningDivision@townoftruckee.com](mailto:PlanningDivision@townoftruckee.com) or via voicemail at (530) 428-6555 will be sent to Planning Commissioners and uploaded to public view.**

**When leaving a voice message, please identify yourself and the item number you are speaking about. The voice message does cut off all callers after three minutes. Voice messages will not be played during the Planning Commission meeting. If you wish to be heard by the Planning Commission during the meeting, please plan on attending the meeting in person. Based on technical limitations, voicemails and texts will not be accepted during the meeting.**

**1. CALL TO ORDER**

**2. ROLL CALL.** Chair Gove, Vice Chair Tarnay, Commissioner Fraiman, Commissioner Miller, Commissioner Riley

Staff in attendance: Community Development Director Denyelle Nishimori, Planning Manager Jenna Gatto, Senior Planner Yumie Dahn, Associate Planner Chantal Birnberg, and Administrative Technician Carissa Binkley

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

Kurt Reinkens

**5. APPROVAL OF MINUTES**

**5.1 July 20, 2021 – Regular Meeting**

Commissioner Miller:

Change page 2 first item under questions to:

Town staff determined that an Accessible Major Transit Stop is defined as any of the following modes of transportation having an interval of 15 minutes or less during morning and afternoon peak commute periods: rail, bus rapid transit, ferry.

Vice Chair Tarnay:

Noted for the record: I went back and looked at code it is based on and it appeared that it is incorrect. I looked at code and I contacted OPR. They agreed that a rail station does not have 15-minute headway.

**Commissioner Miller made a motion to adopt the minutes as amended. Chair Gove second the motion. The motion passes 5-0.**

## 5.2 August 17, 2021 – Regular Meeting

Commission Riley abstained from this item as she was not in attendance.

**Vice Chair Tarnay made a motion to approve the minutes. Commissioner Miller seconded the motion. Motion passes 4-0. Motion:**

### 6. PUBLIC HEARINGS (Minor Review)

**6.1 Application No. 2021-00000096/DP-CSP-TM-EXT (Village at Gray's Crossing Time Extension; APNs 043-050-021, 043-060-001, 043-060-002, 043-060-004 to 043-060-008, and 043-070-001 to 043-070-007; 10212, 10120, 10105, 10131, 10153, 10057, 10009, 10002 Edwin Way; 10149 Annie's Loop, 11763 Henness Road); Owner: John Abbate, North Valley Real Estate Partners, Inc.; Agent: Martin Wood, SCO Planning & Engineering; Yumie Dahn, Senior Planner**

The Planning Division has received an application requesting a two-year time extension for the previously approved The Village at Gray's Crossing, a mixed-use project. The Village at Gray's Crossing was approved by the Planning Commission on August 20, 2019 and the effective date of the approval was September 2, 2019. The project approval expired on September 2, 2021.

### RECOMMENDATION

That the Planning Commission adopt Resolution No. 2021-12, approving a two-year Time Extension for the previously approved Village at Grays Crossing and determining the project exempt from further environmental review pursuant to Section 15183 (Projects Consistent with a Community Plan, General Plan or Zoning) of the California Environmental Quality Act.

### Recusals and Disclosures:

Chair Gove recused himself from the item.

Commissioner Tarnay noted that she drove through the project site.

Senior Planner Yumie Dahn presented information.

Martin Wood SCO made comments in support of the applicant.

### Questions for staff:

Commissioner Miller:

Can you walk me through the Tentative Map and Final Map processes?

Staff: For this project, building permits can't happen until the final map. Staff assumed they would submit map first. The conflict wasn't conveyed to the applicant. Improvement plans and public infrastructure are required before the final map is recorded.

Sometimes building permits can be issued prior to map recordation; for this project, there were conflicts with parcel lines.

The map was recorded in September.

Vice Chair Tarnay:

What conditions need to be met for the building permits:

Staff: Planning Commission conditions, many of which are not related to the actual building permit plans. They need to submit affordable housing plan, address common area, Henness Road bus turnout, bike parking.

What are the affordable housing requirements?

Staff: 9 affordable housing units.

If they were doing town homes 24 townhomes. How many additional?

Applicant: 5

It looks like a timing plan is required to be submitted before permits come through.

Staff: Yes, that is one item that we're waiting on as part of the building permit submittal.

The understanding was they have to do affordable housing within a portion of the project.

As the project gets built, they need to have a proportionate amount of affordable housing.

Commissioner Miller:

Can you clarify what tentative map they're extending? They already have an approved final map.

Staff: They have a final map for their land subdivision. They need to extend the condo plan for the unit subdivision.

### **Questions for the applicant:**

What is the timeline for construction?

The plan is to construct the townhomes and the 4plex concurrently.

What is going to happen to the gas station site?

Applicant: Something is in the works. They aren't ready to publicize it.

The hotel and conference are still coming, correct?

Applicant: Those are ad different component. They want to work with the end user. Hyatt brand, etc. They have to negotiate with the end user as they have specific brand requirements. We are held to what the outside is going to look like. Those deals are negotiated.

Working with end user. Does that mean they rent it or it gets sold?

Applicant: A developer that wants to get it to a certain point to ensure cohesive with overall project then it can be sold off to the end user.

Vice Chair Tarnay opened public comment. Seeing none, public comment was closed.

### **Deliberation**

**Commissioner Fraiman made a motion to adopt Resolution No. 2021-12, approving a two-year Time Extension for the previously approved Village at Grays Crossing and determining the project exempt from further environmental review pursuant to Section 15183 (Projects Consistent with a Community Plan, General Plan or Zoning) of the California Environmental Quality Act.**

**Commissioner Riley seconded the motion.**

**The motion passes 4-0.**

## **7. MAJOR REVIEW ITEMS**

**7.1 Application No. 2020-00000135/TM (Estates Meadows Project; 10020 Estates Drive; APN 019-450-047); Owner/Applicant: Cascade Housing Association; Agent: Carla Sammis, JK Architecture and Engineering; Yumie Dahn, Senior Planner**

This agenda item will not be heard at this meeting and will be continued to a future Planning Commission meeting (date TBD). The meeting will be noticed a minimum of 10 days prior to the meeting in compliance

Development Code Section 18.180.030 (Notice of Hearing). This item has been continued to allow time for the applicant to consider all public comment and the Commission's prior feedback.

Staff noted that the applicants have requested a continuation to allow for time to address Planning Commission and the public's concerns.

Chair Gove opened public comment. Seeing none, public comment was closed.

**7.2 Application 2021-00000032/DP-CSP (12885 Zurich Place Office Building); Owner/Applicant: Dan Mellon; Agent: Rebecca Thayer/MWA; 12885 Zurich Place (APN 045-200-005-000); Chantal Birnberg, Associate Planner**

The applicant is requesting Development Permit approval to construct a 10,467 square foot, three-story office building with 9,818 square feet of business and professional office space at 12885 Zurich Place (APN 045-200-005-000). Tenants for the building have not yet been identified and, depending on the use the tenant proposes to establish, could either require future Zoning Verification, Zoning Clearance or Use Permit approval. A Development Permit is required for permitted uses (Offices, Business and Professional) with 7,500 square feet or more of floor area in the CN zoning district. The applicant is also requesting Comprehensive Sign Program approval to approve signage for the multiple tenant site.

## **RECOMMENDATION**

That the Planning Commission adopt Resolution 2021-11, approving the Development Permit and Comprehensive Sign Program, determining the project exempt from the California Environmental Quality Act per Section 15332 of the CEQA Guidelines.

## **DISCLOSURES:**

### **Commissioner Fraiman**

I know the applicant but have not spoken to the applicant

### **Vice Chair Tarnay**

I drove past the project site.

### **Chair Gove**

I drove past the project site and I have done business with MWA in the past.

## **PRESENTATIONS**

Associate Planner Birnberg made a presentation based on the staff report (on file with the Town Clerk).

Applicant's agent Kurt Reinkens from MWA spoke in support of their application.

## **Response to Commission questions from Applicant and Town Staff:**

- Project must stay under 10,000 square feet of gross floor area to be consistent with FAR.
- Staff recommends the infill exemption as it is substantially surrounded by development. CEQA guidelines do not define "substantially surrounded". Ultimately, it is the Commission's decision on whether the project is exempt.
- Original submittal included four housing units. The applicant was unable to garner Tahoe Donner HOA approval for residential units in this zone district, however the Town could have approved units at this location.
- Applicant was told that they would have to appeal to the Tahoe Donner HOA Board and provide housing for Tahoe Donner employees to gain support from Tahoe Donner.
- The Town does not review projects for Tahoe Donner guidelines, just for consistency with our Development Code.
- An HOA can be more restrictive than the Town, but not less.

- An applicant must meet both the HOA and the Town standards to build in Tahoe Donner.
- The applicant believes there is a need for more office space.
- No sidewalks are required.

## **PUBLIC COMMENT**

Chair Gove opened public comment, seeing none, closed public comment.

## **COMMISSION DELIBERATION**

- Uncomfortable with the CEQA exemption for infill development
- Comfortable with CEQA infill exemption. Tahoe Donner in its entirety is existing development
- High quality architecture
- Solid project
- Disappointed that housing units did not remain as part of the project
- Does not like Office uses in neighborhood Commercial zoning
- Feels that the community should have a conversation with Tahoe Donner about residential in commercial zone districts.

**A motion was made by Chair Gove, seconded by Commissioner Fraiman, to adopt Resolution No. 2021-11, approving the Development Permit and Comprehensive Sign Program, determining the project exempt from the California Environmental Quality Act per Section 15332 of the CEQA Guidelines.**

**The motion carried the following vote:**

**Ayes: Chair Gove, Commissioners Fraiman & Riley**

**Noes: Vice Chair Tarnay & Commissioner Miller**

**Abstain: None**

**Absent: None**

**Motion passed 3-2.**

## **8. INFORMATION ITEMS**

### **8.1 Upcoming Commission meetings and agenda items.**

Unclear if we will have a December meeting. It is possible that Estates Drive Affordable Housing may return.

## **9. COMMISSION MEMBER REPORTS**

### **Vice Chair Tarnay:**

One on one meeting with Jen Callaway.

Walked the cohousing site with Jan Holan.

Attended Green Team meetings.

Met with Heather Rankow

Attended GPAC

Met with Sherrina Fraiman about RHNA.

Talked with Jeff Shilito about Tahoe Donner ski lodge.

Attended a webinar on housing law

Attended Town Council meetings

**Commissioner Miller:**

Going to Truckee High robotic team competition in Reno tomorrow

**10. ADJOURNMENT. To the next Commission meeting on December 21, 2021.**

Respectfully submitted,

*Carissa Binkley*

**Carissa Binkley,  
Administrative Technician**