



Planning Commission Minutes

February 26, 2026, 5:00 PM

Town Hall | Council Chambers | 10183 Truckee Airport Road, Truckee, CA

1. Call to Order 5:00 PM

2. Roll Call- Chair Cavanagh, Vice Chair Taylor, Commissioner Clarin, Commissioner Toups, Commissioner Kaufman is noted absent.

Staff Present: Denyelle Nishimori, Community Development Director; Jenna Gatto, Town Planner; Yumie Dahn, Principal Planner; Kayley Metroka, Administrative Technician.

3. Pledge of Allegiance

4. Public Comment:

None.

5. Approval of Minutes

None.

6. Public Hearings (Minor Review)

7. Public Hearings (Major Review)

7.1 2027-2035 Housing Element (7th Cycle) – Goals, Policies, and Programs

Recommended Action: That the Planning Commission hold a working session to review the draft goals, policies, and programs for the 2027-2035 Housing Element (7th Cycle) and provide feedback to staff. Yumie Dahn, Principal Planner.

Public Comment:

Nancy Costello: In favor of allowing ADUs to be sold separately than the lot. Allow separate subdivisions and sales. Encouraging Truckee to opt in to ADU sales.

Cheryl, local community service provider: My job has become much harder since Meadowview Place, Artists' Lofts and Coldstream Commons have come on board because the needs and services of the residents are lacking. We need to build upon the services that are available in our community. Happy to see "building community supports and "expanding bilingual access". This has a significant trickle effect. I urge you to consider what is needed to support this level of housing. Also encourage you to take a look at the AMI of Truckee.

Clarifying Questions/Discussion:

- Regarding the rezoning percentage – are we going to be adding into the 20%?
 - We will be adding it into our site’s inventory, not necessarily within this required rezone. That buffer is not a required rezone, so it would not be included under this program.
 - The program will not include the buffer, the site’s inventory which will be an appendix, will identify potential candidate sites for both the required rezone and our buffer rezones, and that will be part of the housing element.
- It’s not a 20% buffer of the gap; it’s a 20% buffer of the target of the total.
- If the town decides to rezone a property, does the current property owner have a say?
 - We would want to talk to them first. The properties we are looking at have shown interest in potential rezoning.
- If the owner doesn’t want to, is the town going to force them?
 - That is a council decision. We are on a deadline and do not want our Housing Element to be out of compliance.
- The state would just say “there is no zone?”
 - Pretty much.
- Are H1A and H1B including these in their housing elements?
 - Yes.
- Are there other projects that are not on a site’s inventory?
 - If they are entitled, it’s included on the list.
- What happens if we submit a program that fails?
 - It will likely be out of compliance.
- How does the commission feel about adding components to selling ADUs separately from the house?
 - I would like to see that analysis done quickly. It might offer the opportunity of homeownership to people in Truckee.
 - There are positives and negatives. I think it should be on Council’s work plan.
 - Agree.
- Is this document limiting us from doing more?
 - No, it is very broad and programs are similarly broad.
- Have an idea of adding a concept by using THAP money but paying it back and not deed-restricting the home. I think deed restrictions are going to be a sore thumb due to not being able to appreciate, which restricts the possibility of selling.
- This would have to be a new program. This is something that would go to a housing authority.
 - That program is related directly to deed restricted housing, and this is specifically not a deed restricted program, so this would have to be proposed as a new program.
- Where do the in-lieu fees go?
 - To the affordable housing fund, which we use towards supporting affordable housing like infrastructure, to support the Artist’s Lofts. It’s not a huge funding source, since the fees aren’t so high.
- Is it possible to use micro loans out of there?
 - That could be a discussion to decide where to use these funds.
- Wouldn’t it be advantageous to talk to other small towns in the state that are having similar issues with housing?
- Let’s suggest language to encourage doing that.
- Do we have a number on how short we are on acutely low housing?
 - That is a very new category, which is normally our homeless population.
- Suggest encouraging a mixture of incomes in housing developments. There is research that can provide a stronger coherent community and less burden on services.
 - I think that can be included in this program.
- Shouldn’t we be responding within 1-15 days?
 - That is our current goal to respond within one day, especially for life-safety issues.
- How does a deed-restricted home convert back?

- Many deed-restrictions are 55 years. So, if that lifespan has gone through then it goes to market rate. This is typically related to large affordable housing complexes.
- A real example is the Sierra Village Apartments, that was a deed restriction done through Nevada County, and that will fall out of affordability in 2035. Those are units that house a lot of full-time local workers.
- Do we see a need to strengthen protection for tenants?
 - We monitor affordable housing projects, and we report it to the state to make sure they are meeting health and safety measures.
 - It is outside of the scope, but we have dealt with things like mold, mice, and life-safety issues. There are other community services that can fill that gap. If we hear something we partner with someone who has more expertise on that than we do.
- Regarding landscaping requirements- I have never seen fire resistance landscaping and think that should be added.
- Have we defined “communities of focus”?
 - Yes.

Feedback for staff:

Goal 1 – Housing Production

- Program H-1.A – Required Rezones: The Planning Commission requested that staff review and revise the language in the third bullet point to ensure clarity and consistency with State law.
- Program H-1.B – No Net Loss Findings: The Planning Commission requested that staff review and revise the language to ensure clarity and consistency with State law.
- Program H-1.C – Accessory Dwelling Units: When considering the appropriateness of allowing separate conveyance of the primary dwelling and ADUs, the Planning Commission recommended including analysis of infrastructure feasibility, community impact, and methods to ensure affordability of the units.
- Policy H-2.9 – Review Procedures: The Planning Commission discussed incorporating policies to support the Town’s existing practice of reviewing and revising procedures, standards, and fees, as needed. The Planning Commission expressed support for an iterative process to improve new and existing housing policies and programs, when appropriate, including the objective design standards and the Homegrown Housing program

Goal 2 – Support the Creation of Affordable and Deed-Restricted Housing

- Program H-2.G – Short-Term Rentals: The Planning Commission recommended that the title of this program include “Second Homes” to reflect the entirety of the stated program.
- Program H-2.XX – Non-Deed Restricted Housing for Truckee Workforce: The Planning Commission discussed incorporating a new program that would support Non-Deed Restricted Housing in Truckee similar to Nevada County’s down payment assistance program or Tahoe Forest Hospital’s Home Purchase Assistance Program. Both of these existing programs provide loans to eligible households for the purchase of a home (single-family home, condominium) without the requirement for a deed-restriction. When the unit is sold, the loan will be paid back and could be used again for another down payment for a new buyer.
- Program H-2.K – Truckee-Specific Area Median Income: The Planning Commission recommended modifying this program to encourage a coalition of other jurisdictions with similar issues related to local area median income not being accurately reflected in the county-level area median income. A coalition of local jurisdictions may have a stronger voice at the State-level.

Goal 3 – Housing for Special Needs Groups

- Policy H-3.5 – Diverse Housing Communities: The Planning Commissioners suggested including a policy that supports the Town’s existing goals for incorporating a variety of income levels in one project to create diverse neighborhoods.
- Policy H-3.5 Diverse Housing Communities. Encourage developments that include housing for a range of resident groups within one project by providing different housing types and options, offering various residential services and amenities, and/or through operational and management practices.

Goal 4 – Conserve Existing Housing

- Policy H-4.1 – Rehabilitation and Conservation: The Planning Commission recommended including language in this policy to prioritize deed-restricted units when applying resources for rehabilitation of existing housing.
- Program 4.B – Code Compliance: The Planning Commission suggested that the objective for this program be changed from “Respond to complaints within 15 days” to “Respond to complaints within 10 days” for simplicity.

Goal 5 – Energy Conservation and Sustainable Development

- Policy H-5.9 – Home Hardening: The Planning Commission suggested amending Policy H-5.8 (Water Efficient Landscaping) to include home hardening upgrades to new and existing homes, structures, and landscaping.
- Policy H-5.9 Home Hardening. Encourage and, where possible, require incorporation of home hardening upgrades to new and existing homes, structures, and landscaping to address vulnerabilities to better withstand wildfire.

Goal 6 – Equal Housing Opportunity

- Policy H-6.2 – Communities of Focus: The Planning Commission recommended including the definition for “Communities of Focus” in the Housing Element.

8. Staff Reports

March possible agenda items: Time extension of Estates Meadows, Homegrown Housing, sign appeal at Soaring Ranch, amendment at the Village at Gray’s Crossing.

9. Information Items

None.

10. Commission Member Reports

None.

11. Adjournment. 6:42 PM To the next meeting of the Planning Commission, March 17, 2026, 5:00 PM at 10183 Truckee Airport Road, Truckee, CA 96161.

Kayley Metroka