

TOWN OF TRUCKEE
California

RESOLUTION 2025-23

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF TRUCKEE
APPROVING AMENDMENTS TO THE TRUCKEE RAILYARD MIXED-USE
DEVELOPMENT MASTER PLAN**

WHEREAS, the Town Council adopted the Railyard Master Plan and certified an Environmental Impact Report (SCH#2007122092) on July 2, 2009 establishing goals, policies, development standards and guidelines on growth and development in the Railyard Master Plan Area; and

WHEREAS, the developer of the Railyard Master Plan determined that the balloon track relocation as originally contemplated in the 2009 Railyard Master Plan was infeasible; and

WHEREAS, the Town adopted the amendments to the Railyard Master Plan and changed the name of the plan to the Truckee Railyard Mixed-Use Development Master Plan (Master Plan or Railyard Master Plan) in November 2016; and

WHEREAS, the Master Plan creates an easterly extension of the existing Downtown that complements the historic character of the Downtown and the industrial heritage of the Railyard and Mill Site at a higher density/intensity; and

WHEREAS, the Master Plan goals and policies support the creation of a strong connection between the Railyard and the historic core, developing the Railyard Master Plan Area holistically as a mixed-use development that supports a greater diversity and intensity of activities, including retail, restaurant, local services, and entertainment uses; and

WHEREAS, to ensure an active pedestrian frontage, Footnote 4 of Table 5-1 (Allowed Land Uses and Permit Requirements) in the Railyard Master Plan prohibits "Offices, business and professional" within the Downtown Extension District "within 30 feet depth of ground floor building frontage on a Primary Street. However, to facilitate initial leasing, the Town may allow these uses on the ground floors of buildings on Primary Streets in DE for a period of up to five years from issuance of the building's final certificate of occupancy"; and

WHEREAS, at the October 22, 2024 Council meeting, the Council considered a request by Tahoe Truckee Community Foundation to ask staff to process a Railyard Master Plan Amendment to allow its office-type use in the ground floor of the Artist Lofts, located at 9848 Donner Pass Road (APN 019-421-004); and

WHEREAS, the Town Council supported moving forward with Tahoe Truckee Community Foundation's request to occupy the ground floor of the Artist Lofts as it aligns with Council priorities, but directed staff to keep the amendment narrow to limit the potential of future asks from private developers; and

WHEREAS, the Town of Truckee received a Railyard Master Plan Amendment application and Zoning Clearance application to allow a 3,462 s.f. office-type use with gathering space for

Tahoe Truckee Community Foundation (TTCF), a community nonprofit, within the ground floor of the Artist Lofts, located at 9848 Donner Pass Road (APN 019-421-004), which is on a Primary Street in the Downtown Extension District; and

WHEREAS, the Footnote 4 of Table 5-1 (Allowed Land Uses and Permit Requirements) Railyard Master Plan does not allow for the office-type use contemplated by TTCF; and

WHEREAS, the applicant, Truckee Artist Lofts, worked with staff to request a Railyard Master Plan Amendment to add a new land use designation and definition for a “nonprofit office and gathering space” to be allowed in the Downtown Extension District and a Zoning Clearance to allow the use if adopted; and

WHEREAS, The Town certified the Railyard Master Plan Final Environmental Impact Report (SCH #2007122092) in July 2009 based on a finding that the Railyard Master Plan will not result in significant environmental impacts with the incorporation of mitigation measures with the exception of Impact TRAF-7, Impact TRAF-11, Impact TRAF-15, Impact AIR-2, Impact NOI-1, and Impact CULT-1 for which the impacts are identified as significant and unavoidable and overriding considerations were adopted; and

WHEREAS, an Environmental Impact Report (EIR) Addendum was prepared in conjunction with the Truckee Artist Lofts application (2016-00000132) and accepted into the Railyard permanent record on May 10, 2015; and

WHEREAS, a 10-day public review period was provided to allow Federal, State, and local agencies, interested persons and organization, and other members of the public to review and comment on the project; and

WHEREAS, public notice was published in the *Sierra Sun* and mailed to property owners within 500 feet of the project site informing the public of the date, time, and location of the public hearing for consideration of the approval or denial of the Master Plan Amendment and Zoning Clearance; and

WHEREAS, the Planning Commission is the advisory body to the Town Council on all matters concerning land use regulation and Master Plans and any concurrently processed land use permits; and

WHEREAS, the Planning Commission held a public hearing on the matter at its regularly scheduled Planning Commission meeting beginning and ending on March 18, 2025, and considered all information and public comment related thereto; and

WHEREAS, the Planning Commission reviewed the proposed amendment and Zoning Clearance and forwarded a recommendation of approval to the Town Council at its March 18, 2025 hearing, with a 4-1 vote; and

WHEREAS, the Town Council held a public hearing on the matter at its regularly scheduled Town Council meeting beginning and ending on April 8, 2025, and considered all information and public comment related thereto; and

NOW THEREFORE BE IT RESOLVED, the Town Council takes the following actions on Application 2024-00000134 (Artist Lofts Railyard Master Plan Amendments and Tahoe Truckee Community Foundation Zoning Clearance):

- 1) Determine the Railyard Master Plan Amendments are exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines Sections 15183 and Public Resources Code 21166; and
- 2) Approve the Railyard Master Plan Amendments, as set forth in Exhibit “A”, attached thereto and incorporated herein

BE IT FURTHER RESOLVED, the Town Council adopts the findings set forth in Exhibit “C” (Findings), in support of approval of these actions.

The foregoing resolution was introduced by _____, seconded by _____, at a regular meeting of the Truckee Town Council, held on the 8th day of April, 2025 and adopted by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Jan Zabriskie, Mayor

Kelly Carpenter, Town Clerk

Attachments

- Exhibit A: Truckee Railyard Mixed-Use Development Master Plan
Amendments
- Exhibit B: Findings

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DEVELOPMENT MASTER PLAN**

EXHIBIT “A”

TRUCKEE RAILYARD MIXED-USE DEVELOPMENT MASTER PLAN AMENDMENTS

The Town Council hereby adopts the following amendments to the Truckee Railyard Mixed-Use Development Master Plan. (Additions and modifications are shown in red type.)

5. Development Standards and Guidelines

Table 5-1: Allowed Land Uses and Permit Requirements

P = Permitted; UP = Use Permit; MUP = Minor Use Permit; TUP = Temporary Use Permit; - = Not Permitted

Land Use	DE	IH	TC
Agriculture, Resources & Open Space Uses			
Nature reserves	P	P	P
Trails	P	P	P
Manufacturing & Processing Uses			
Building Materials Storage	P (2)	UP	
Clothing products	-	P	-
Electrical and electronic equipment, instruments	-	UP (3)	-
Food and beverage production and distribution	UP	UP (3)	-
Furniture/fixtures manufacturing, cabinet shops	-	P (3)	-
Glass products	-	UP (3)	-
Handcraft industries, small-scale manufacturing	-	P	-
Metal fabrication, machine, and welding shops	-	UP (3)	-
Paper products	-	P	-
Printing and publishing	-	P (3)	-
Recycling - Reverse vending machines	P	P	-
Recycling - Small collection facility	P	P	-
Stone and cut stone products	-	P (3)	-
Structural clay and pottery products	-	P	-
Textile and leather products	-	P	-
Warehousing, wholesale and distribution	-	P	-
Recreation, Education & Public Assembly Uses			
Churches/places of worship	-	UP (5)	-
Community centers	P (4,5)	UP	UP
Health/fitness facilities	P	P	-
Ice skating rinks	P	-	-
Indoor recreation centers	UP	UP	UP
Libraries and museums	UP(13)	UP(13)	-
Membership organization facilities	P (5)	P	-
Parks and playgrounds	UP	UP	UP
Schools - Public and private	UP (4,13)	UP(13)	-
Schools - Specialized education and training	P (4,13)	P(13)	-
Sport facilities/outdoor public assembly	UP	UP	-
Studios - Art, dance, music, photography, etc.	P	P	P(12)
Theaters and meeting halls	P	P	-
Residential Uses(14)			
Caretaker and employee housing	MUP (4)	MUP	MUP
Detached living areas	-	P	P
Live/work units	P (4,7)	P (7)	P (7)
Work/live units	P (6)	P (6)	
Multi-family dwellings, individual ownership, 2 to 10 units	P	P	P
Multi-family dwellings, individual ownership, 11 and more units	P	P	P
Multi-family dwellings, in commercial/ industrial project	P	P	-
Secondary residential units	-	-	P

Table 5-1: Allowed Land Uses and Permit Requirements *Continued*

Land Use	DE	IH	TC
Single-family dwellings	-	-	P
Single-room occupancy (SRO) housing	P	P	-
Transient rental, multi-family dwellings	P	P	UP
Transient rental, single-family dwellings	-	-	P
Home Occupations			
Home Occupations are permitted in the Master Plan Area consistent Development Code Section 18.58.120; with specific exceptions to this section as described in section 5.3(d).			
Retail Trade Uses			
Accessory retail uses	P	P (3)	P(12)
Alcoholic beverage sales, beer and wine only	P	P	-
Alcoholic beverage sales, other than beer and wine	MUP	MUP	-
Bars and drinking establishments	P	P (8)	-
Convenience stores	P	P	-
Furniture, furnishings, and equipment stores	P	P	-
Grocery stores	P	P	-
Mini or Pop-Up Retail Spaces	UP	UP	-
Outdoor retail sales and displays	UP	UP	-
Plant nurseries and garden supply stores	P	MUP	-
Restaurants, counter service	P	P	-
Restaurants, table service	P	P	-
Retail stores, general merchandise	P	P	P(12)
Second hand stores	P	P	-
Service Uses			
Automated teller machines (ATMs)	P	P	-
Banks and financial services	P	P	-
Bed and breakfast inns	-	UP (9)	P (9)
Business support services	-	P (3)	-
Car Wash	-	UP	-
Card lock fueling facility	-	UP	-
Child day care centers	UP (4)	UP(13)	UP(13)
Child day care, large family day care homes	-	-	P (10,13)
Child day care, small family day care homes	-	P (10,13))	P (10,13))
Hotels and motels	P	-	-
Laundromat	-	P (4)	-
Medical services - Clinics and labs	-	P (3)	-
Nonprofit office and gathering space	P		
Offices, accessory to primary use	P (4)	P	P
Offices, business and professional	P (4)	P	-
Personal services	P	P	-
Public buildings and structures	P	P	P
Public safety and utility facilities	UP (4,11)	UP (11)	UP (11)
Repair/maintenance - Consumer products	P (4)	P	-
Research and development (R&D)	-	P	-
Service Station	-	UP	-

5. Development Standards and Guidelines

Table 5-1: Allowed Land Uses and Permit Requirements *Continued*

Land Use	DE	IH	TC
Snow Removal	-	UP	-
Studios (art, dance, music, photography) secondary to primary residential use	P	P	P(12)
Veterinary, clinics, animal hospitals, kennels, boarding	-	UP	-
Visitor center	P	-	-
Temporary Uses			
Commercial filming	TUP	TUP	TUP
Model homes	MUP	MUP	MUP
Offices, temporary real estate	MUP	MUP	MUP
On-site material processing	-	-	-
On-site soil remediation activities	TUP	TUP	TUP
Outdoor retail sales, temporary	TUP	TUP	TUP
Street Vendor	TUP	TUP	TUP
Temporary events, non-profit organization	TUP	TUP	TUP
Temporary work trailers	TUP	TUP	TUP
Transportation, Infrastructure & Communications Uses			
Broadcasting studios	P	-	-
Commercial Parking Garage	UP (4)	UP	-
Electric utility facilities	UP	UP	UP
Pipelines	UP	UP	UP
Telecommunications facilities	UP	UP	UP
Transit stop shelters	P	P	P
Utility lines	P	P	P

Notes:

- (1) Subject to Truckee Development Code Section 18.58.060, animal raising and keeping.
- (2) Building Materials Storage uses are permitted in the DE only if said uses were existing prior to the adoption of this Master Plan.
- (3) Hours of operation limited to 7:00 a.m. to 7:00 p.m. on weekday and 9:00a.m. to 5:00 p.m. on weekend.
- (4) Use not allowed within 30 feet depth of ground floor building frontage on Primary Street. However, to facilitate initial leasing, the Town may allow these uses on the ground floors of buildings on Primary Streets in DE for a period of up to 5 years from issuance of the building's final certificate of occupancy.
- (5) Subject to Truckee Development Code Section 18.58.090, Churches, Community Centers and Membership Organizations
- (6) Subject to Truckee Development Code Section 18.58.130, with the following exceptions:
 - o A Work/Live Units is not required to be operated by the owner (resident) per 18.58.130 B(5).
 - o Parking shall be provided in accordance with this Chapter.
 - o Living and working spaces may be independently accessible from one another.
- (7) Subject to Truckee Development Code Section 18.58.130.
- (8) Not permitted within 200 feet of a single-family residential use
- (9) Subject to Truckee Development Code Section 18.58.070, Bed and Breakfast Inns
- (10) Subject to Truckee Development Code Section 18.58.080, Child Daycare Facilities
- (11) Permitted only if use is operated by a public agency. Office and outdoor storage is not otherwise permitted in the District.
- (12) Permitted use if secondary to (occupies less than 50% of the floor area of the unit) a residential use in a live/work unit.
- (13) Children's schools, libraries and day care centers are not permitted in area of District that falls within Truckee Tahoe

Lot area. Gross lot area is the total area included within the lot lines of a lot, exclusive of adjacent dedicated street rights of way.

Lot frontage. The boundary of a lot adjacent to a public street right-of-way.

Lot width. The horizontal distance between the side lot lines, measured at right angles to the lot depth at a point midway between the front and rear lot lines. The Director shall determine lot width for parcels of irregular shape.

2006 Master Plan. The 2006 Master Plan refers to the Master Plan prepared by Dinsmore Sierra to satisfy the requirements of the Sustainable Communities Grant.

Master Plan Area. The Master Plan Area consists of property designated on the Zoning Map as Downtown Master Plan (DMP) Mill Site Master Plan Area. Because the Mill Site is now more commonly referred to as the Railyard, this Master Plan uses the Railyard Area synonymously with the Mill Site. More specifically, the Master Plan Area includes 21 parcels (see Table 3-1) for a total of approximately 75 acres and is generally bound by Glenshire Drive to the north, a landscaping business to the east, Union Pacific Railroad tracks and East River Street to the south, and Donner Pass Road and Bridge Street to the west.

Mini or Pop-Up Retail Spaces. A stand-alone structure that accommodates retail or food and beverage space that is less than 500 square feet. Such structures may include a kiosk like building, a trailer or storage container if Storage containers may be considered as appropriate if they are fully converted and have a high quality design aesthetic.

Mill Site. The General Plan and Downtown Specific Plan both referred to the Master Plan Area as the Mill Site; however, as it is now more commonly referred to as the Railyard Area, this Master Plan refers to the Mill Site as the Railyard Area.

Mixed Use. Properties on which various uses, such as office, commercial, institutional, and residential, are combined in a single building or a single site in an integrated development project with significant functional inter-relationships and a coherent physical design. A “single site” may include contiguous properties.

Municipal Code. The Town of Truckee Municipal Code, as it may be amended from time to time by the Council.

Nonprofit Office and Gathering Space. An indoor noncommercial use for offices and small public or private community events and meetings operated by a nonprofit organization located on the ground floor of a building with a 100% affordable housing development project. For purposes of this definition, at least two-thirds of the total floor area for the project is required to be dedicated to the 100% affordable housing development. Small community events and meetings are limited to 120 people. Outdoor seating is permitted as an accessory to the primary use. This use does not include commercial entertainment and commercial recreation uses, which can be defined under “Indoor recreation centers,” theaters and meeting halls”, “sport facilities/outdoor public assembly uses.”

Pedestrian Orientation. A physical structure or place with design qualities and elements that contribute to an active, inviting and pleasant place for pedestrians that typically includes most of the following elements: 1. Building facades that are highly articulated at the street level, with interesting uses of material, color, and architectural detailing, located directly behind the sidewalk; 2. Visibility into buildings at the street level; 3. A continuous sidewalk, with a minimum of intrusions into pedestrian right-of-way; 4. Continuity of building facades along the street with few interruptions in the progression of buildings and stores; 5. Signs oriented and scaled to the pedestrian rather than the

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EXHIBIT “B”

FINDINGS

Railyard Mixed Use Development Master Plan (Railyard Master Plan or Master Plan) Amendment Findings

1. The uses, activities, and densities of the Master Plan shall be compatible and sensitive to the immediate environment, neighborhood, and adjacent properties relative to architectural design, scale, bulk, building height, buffer zones, identity, character, visual integrity, and orientation.

The new “nonprofit office and gathering place” is compatible with the immediate environment, neighborhood, and adjacent properties. Allowing this use as defined will support both nonprofit uses and affordable housing projects. The use is required to be part of an affordable housing project, which will require shared management by the property owner. The property owner will be motivated to ensure compatibility of uses between the office-type and gathering use and residents on site. This finding is further supported by the “Discussion/Analysis” sections of the March 18, 2025 Planning Commission staff report and the April 8, 2025 Town Council staff report.

2. The uses, activities, and densities of the Master Plan shall provide a compatible, efficient, and workable relationship with surrounding uses and activity.

The new “nonprofit office and gathering place” is compatible with the other uses in the Downtown Extension District. Allowing this use as defined will support both nonprofit uses and affordable housing projects and will create new opportunities for community gatherings. This finding is further supported by the “Discussion/Analysis” sections of the March 18, 2025 Planning Commission staff report and the April 8, 2025 Town Council staff report.

3. Appropriate parking and loading shall be established for all uses.

The Town’s on-call traffic consultant, LSC Transportation Consultants, Inc. (LSC), analyzed the trip generation associated with a “nonprofit office and gathering place” and compared it to the allowed retail uses in the Railyard Master Plan Environmental Impact Report (EIR). The analysis identified that while the PM peak hour shows a slight increase in trips, the impact on any single intersection is likely to be minimal, and the overall impact of the project is expected to be insignificant. Based on this trip generation analysis, the standard parking requirements for the new “nonprofit office and gathering place” would be consistent with the standard parking requirements of the Railyard Mixed Use Development Master Plan Development Agreement Parking Management Plan. This finding is further supported by the

“Discussion/Analysis” sections of the March 18, 2025 Planning Commission staff report and the April 8, 2025 Town Council staff report.

4. The Master Plan is consistent with the Development Code, the General Plan, and the Downtown Specific Plan.

The proposed amendment is consistent with the Development Code, the General Plan, and the Downtown Specific Plan. The new “nonprofit office and gathering place” is a new use that is specific to the Railyard Master Plan and does not apply to any other areas in the Town of Truckee. The “nonprofit office and gathering place” use will create opportunities for community engagement in downtown Truckee, consistent with the 2025 General Plan’s goal to “[d]evelop the Railyard as a vibrant, mixed use district within the Downtown area” (Goal CC-7).

5. Natural and/or geologic hazards that affect the property shall be identified and mitigated.

The amendment is adding a new allowed use and does not require physical development on site. Future projects will be required to meet the existing requirement of the Railyard Master Plan.

6. Site plan, building design and location, and open space provisions shall be designed to produce a functional development responsive and sensitive to natural features, vegetation, and overall aesthetic quality of the community.

The amendment is adding a new allowed use and does not require physical development on site. Future projects will be required to meet the existing site, building design, and open space requirement of the Railyard Master Plan.

7. The circulation system shall be designed to address on and off-site traffic circulation for both vehicles and pedestrians.

The amendment is adding a new allowed use and does not require physical development on site. Future projects will be required to meet the existing circulation, pedestrian, and traffic requirements of the Railyard Master Plan.

8. Functional and aesthetic landscaping and open space shall be incorporated into the Master Plan to optimize and preserve natural features, recreation, views and function.

The amendment is adding a new allowed use and does not require physical development on site. Future projects will be required to be consistent with the existing landscape standards identified in the Railyard Master Plan.

9. The phasing and subdivision plan shall provide a workable, functional, and efficient relationship throughout the development of the Master Plan.

The amendment is adding a new allowed use and does not impact the phasing and subdivision plan for the Railyard Master Plan area.