

Hidden Lake Properties, Inc
11050 Pioneer Trail, Suite 100
Truckee, California. 96161

March 20, 2024

Town of Truckee Community Development Department
10183 Truckee Airport Road
Truckee, CA 96161

Re: Pioneer East Business Park Project Application

Planning Department:

On behalf of Hidden Lake Properties, enclosed are the following to support recordation of the Final Map and the approval of a Development Permit / Planned Development Application for the Pioneer East Business Park:

- Completed Land Use / Zoning Application form;
- Completed Environmental Application;
- Completed Development Permit Submittal Checklist;
- Completed Planned Development Submittal Checklist;
- Completed Comprehensive Sign Plan Submittal Checklist;
- Project Development Guidelines;
- Consistency Matrix;
- Project Overall Development Statistics;
- Project Affordable Housing and Parking Calculation Worksheet;
- Will Serve Letters (Power, Water and Sanitary Sewer);
- Overall Project Site Plan;
- Draft Landscape Plans (tree removal and planting);
- Final Map;
- Sign Plan (site and buildings);
- Lot 1: Site Plan, Building Plan and Elevations;
- Lot 4: Site Plan, Building Plan and Elevations;
- Lot 5: Site Plan, Building Plan and Elevations;
- Lot 8: Site Plan, Building Plan and Elevations;
- Lot 9: Site Plan, Building Plan and Elevations;
- Lot 10: Site Plan, Building Plan and Elevations; and

- Lot 11: Site Plan, Building Plan and Elevations.

The total deposit amount for this application is \$11,000 to be partially offset by an \$8,200 credit from previous application(s). Hidden Lake Properties will pay the remaining deposit amount upon notification by the Town of Truckee.

Background

Pioneer East Business Park, Application Number 05-082/TM-DP-UP-PD was originally approved by the Planning Commission on April 11, 2007. The Tentative Map was approved to subdivide an existing 8.83-acre parcel into 17 lots (16 commercial lots plus one common area lot known as Lot A) in the CS Zoning District. A Development Permit was also approved for the construction of three buildings totaling 21,773 square feet of commercial floor space and construction of driveways, parking lots, stormwater, open space infrastructure (trails) and underground utilities; and a Use Permit for eight residential units located within the three buildings subject to the Conditions of Approval.

On May 17, 2016, the Planning Commission approved a six-year Time Extension for the project (Planning Commission Resolution 2016-05).

On September 7, 2021, the Planning and Engineering Departments approved the plans for construction of the on- and off-site infrastructure, the approval did not request, or include, the three structures. All utility, grading and drainage improvements was completed in October, 2022. The Town concurred that due to the arrival of an early and harsh winter, the paving would be postponed. The site was paved and site landscaping installed in the summer/fall of 2023. The approved plans included changes to the frontage improvements, in consultation with the Town Engineering Department, necessitated by the development of the California Highway Patrol facility on the east side of Pioneer Trail:

- Construction of a six-foot wide concrete sidewalk in lieu of the original eight-foot-wide paved Class 1 path including dedication of additional frontage right-of-way; and
- Elimination of the transit stop.

The remaining improvements (on- and off-site) were constructed as approved in 2007:

- Widening of Pioneer Trail to provide a center turn lane and Class II bike lane;
- Two access driveways (one shared with Coachland) from Pioneer Trail;
- Interior drive aisles and the location & number of parking spaces with permission of NV Energy, owner of the power line easement at the north edge of the property to be used for access and parking;
- Four-foot paved paths within the open space (Lot A) connecting the Lots to the frontage sidewalk;
- Stormwater collection and retention system (Pioneer Trail right-of-way and on-site);
- Underground utility infrastructure;
- Four board-formed concrete trash enclosures;

- Decorative screening wall between the northern most parking areas and Coachland Drive; and
- Site landscaping (frontage and interior).

Despite completing the site work (grading, driveways, parking, utilities, stormwater and frontage improvements), Development Code Section 18.84.050A prevented recordation of the Final Map and the Development Permit and Use Permit expired in May 2022 as Building Permits had not been issued for the structures. As the site work is complete, this application package proposes approval of:

- The Final Map;
- Construction of buildings on seven of the privately held lots;
- Residential and commercial uses of the buildings;
- Design Guidelines, Site Amenities, Signage and Lighting Plan;
- Draft tree-removal and landscape plans for the entire project; and
- Project Phasing.

Description of Requested Approvals

Final Map Recordation

Based on changes in market demand for commercial property with respect to lot size and shape over the past 16-years, Hidden Lakes Properties has determined that amending the number of lots from 17 to 12 (including the common area) would result in a more desirable and functional project. This change was accomplished by combining the smaller lots without affecting the location of open space, driveways/parking or utility corridors from the original approval. The calculation of a project’s floor area ratio (FAR) has changed with adoption of the 2024 General Plan to include both commercial and residential uses. The total amount of commercial floor area has increased from 76,893 sf to 78,500 sf and the amount of residential floor area is 14,676 sf resulting in an FAR of 0.24. The total area of the private lots is 129,865 sf which is consistent with the 2006 and 2017 approvals. As a result of the frontage improvement change, the size of the common area decreased by approximately 4,186 sf to 250,413 sf as the portion containing the sidewalk will be dedicated to the Town. As shown on the Development Statistics spreadsheet and Consistency Matrix, the project continues to satisfy all Development Code requirements with respect to: impervious coverage, floor area ratio, snow storage, open space and parking.

The following table provides a comparison between the original and proposed lot configurations with respect to parcel size and allocated floor area:

Lots 1 and 2 remained unchanged, Lots 3 and 4 were combined into Lot 3, Lot 5 became Lot 4, Lot 6 became Lot 5, Lot 7 became Lot 6, Lot 8 became Lot 7, Lots 9, 10, 11 and 12 were combined into Lot 8, Lot 13 became Lot 9, Lot 14 became Lot 10 and Lots 15 and 16 became Lot 11.

Original Lot Designation/Size/Floor Area	Proposed Lot Designation/Size/Floor Area
Lot 1 (13,204 sf and 8,398 sf floor area)	Lot 1 (13,204 sf and 8,504 sf floor area)
Lot 2 (10,289 sf and 5,116 sf floor area)	Lot 2 (10,289 sf and 6,593 sf floor area)
Lots 3 & 4 (10,263 sf and 6,883 sf floor area)	Lot 3 (10,263 sf and 6,576 sf floor area)
Lot 5 (11,637 sf and 7,804 sf floor area)	Lot 4 (10,520 sf and 6,745 sf floor area)
Lot 6 (8,973 sf and 6,018 sf floor area)	Lot 5 (10,090 sf and 14,676 sf floor area {residential})
Lot 7 (9,099 sf and 4,183 sf floor area)	Lot 6 (9,099 sf and 5,813 sf floor area)
Lot 8 (6,577 sf and 4,411 sf floor area)	Lot 7 (6,577 sf and 4,161 sf floor area)
Lot 9 & 10 & 11 & 12 (17,608 sf and 11,808 sf floor area)	Lot 8 (17,608 sf and 12,890 sf floor area)
Lot 13 (8,410 sf and 5,640 sf floor area)	Lot 9 (8,410 sf and 5,362 sf floor area)
Lot 14 (16,508 sf and 8,629 sf floor area)	Lot 10 (16,058 sf and 10,374 sf floor area)
Lots 15, 16 (17,747 sf and 9,326 sf floor area)	Lot 11 (17,747 sf and 11,481 sf floor area)
Lot A (254,599 sf)	Lot A (250,413 sf due to 4,186 right of way dedication)

The project site plan, landscape plan and lighting details have been sent to NV Energy for review and approval of the use of the overhead power easement for parking, access and snow storage even though Sierra Pacific Power Company (predecessor to NV Energy) approved the project in 2007.

Buildings

The architectural design (form) and materials approved in 2007, and again in 2016, have been revised as compared to the original approvals to reflect current trends in commercial architecture and consistency with neighboring developments. Buildings 4, 5, 8 and 11 were not a part of the original project approval but are now included for consideration. The design of the seven buildings (1, 4, 5, 8, 9, 10 and 11) is indicative of Hidden Lake Property’s desire to construct a high quality, architecturally pleasing project by establishing a visual standard that sets the “bar” for the remaining four vacant parcels (2, 3, 6 and 7). During the past 17 years the commercial architectural design norms have changed significantly. The updated designs are more compatible with the recently constructed Truckee Donner Recreation Center and the California Highway Patrol, both being the closest neighbors. The selected materials are in response to the Wildland Urban Interface fire threat with the use of metal siding and standing

seam roof. The colors are dark earthtones to minimize visibility from Truckee Way, Pioneer Trail and Interstate 80 and the variety of wall and roof planes create significant shadowing. Hidden Lake Properties believes these updated designs make a very important and interesting enhancement to the area. The project's *Development and Architectural Design Guidelines* further support this architectural theme/style and will be enforced by the Pioneer East Business Park Owners Association through the Codes Covenants and Restrictions.

Uses

Apart from Lots 8 and 11, the proposed uses on Lots 1, 4, 5, 9 and 10 will be consistent with "permitted" residential, retail, trade and service activities allowed for Service Commercial (CS) Zoning as listed on Table 2-7 of Development Code Section 18.12.030.

- Lot 5 will be used for a 22-unit multi-family residential apartment building to satisfy the Project's FTEE workforce housing requirements in accordance with Development Code Section 18.216.040. Table 2-7 indicates that multi-family dwelling(s) in a commercial/ industrial project is/are a permitted use. Section 18.216.040 (B) (3) requires that work force housing units have at least one bedroom and 50% or more have two or more bedrooms. Hidden Lake Properties proposes the building contain four studio units, sixteen 1-bedroom units and two 2-bedroom as the size, layout and features of the 22 apartments are above and beyond what would be considered typical workforce/ affordable housing:
 - The apartments are large: 367-470 sf (studios), 505-546 sf (one bedroom) and 680-748 sf (two bedroom);
 - All bedrooms in the one- and two-bedroom units exceed the minimum floor area (70 sf) required by the Development Code;
 - Each unit has its own patio or covered deck;
 - Each unit will have an assigned/reserved parking space adjacent to the building;
 - Each unit has a dedicated 30 square foot full-height storage locker separate from the apartment; and
 - Each unit has a full-size kitchen and washer/dryer connection;

Hidden Lake Properties owns and rents 15 apartments in the Pioneer Commerce Center. The proposed mix of sizes, with the majority being single bedroom units, is based on their experience:

- Demand for single bedroom units by individuals and/or married couples far and away exceeds the demand for two-bedroom units;
- Married couples with children are not interested in living in a mixed-use development due to safety concerns related to vehicle traffic and parking, hours of operation of businesses, noise impacts and lack of on-site recreational opportunities. Potential renters have said repeatedly they want to live in a house and will move to Reno or another more affordable location where their children can be raised in a residential neighborhood. None-the-less, the project proposes

two 2-bedroom units for on-site employees with small families or roommates that have made the choice to not commute; and

- Studio units are also much less popular/requested than one-bedroom units as full-time working residents desire a bedroom for privacy reasons. Hidden Lake Properties proposes four studio units to accommodate lower wage employees that work in the Pioneer East Business Park.

Placing all the apartments in one building, rather than multiple apartments in each commercial building does the following:

- Separates the residential and commercial uses to the maximum extent possible. Hidden Lake Properties' experience with workforce housing in a mixed-use building has been it is far more desirable and efficient to separate the commercial users and residential tenants; residential users have a more positive experience when they are not directly exposed to the activity that comes with commercial and industrial uses. Conversely, commercial tenants are generally annoyed having to share space with residential users. Managing conflict between the two uses is very challenging;
- The location of the apartments on Lot 5 has the advantage that the neighbors in the Coachland area are all residential uses;
- The building is separated to the maximum extent possible from the commercial uses and traffic noise of Interstate 80, Truckee Way and Pioneer Trail; and
- Hidden Lake Properties will commit to constructing the Lot 5 Building during the initial phase of construction. This satisfies the FTEE housing requirement for the entire project and eliminates the requirement to incorporate housing in the construction of the commercial buildings on the other lots as they are developed.

The proposed ratio of studio vs. one-bedroom vs. two-bedroom units can be approved through Planned Development Chapter 18.78 as all the applicability criteria in Section 18.78.020 are met, Hidden Lake Properties proposes that a minimum of 25% of the residential units are affordable to low-income households as required by 18.78.040.A.1 and the required findings contained in 18.78.050 can be made based on the justification of the unit-size ratio provided above.

- Lot 8 will be used to construct and operate a three-story, fully enclosed, controlled climate personal storage building containing 78 units of varying size. The building will have a covered vehicle access / loading "dock" facing the parking area plus an interior elevator for handling / moving of bulky items. An enclosed stairway is proposed at each end of the building for pedestrian access to the storage spaces. A total of three on-site parking spaces will be provided for queuing for the dock area and ease of access for tenants. No office or on-site management is proposed; access will be by a "cardlock" type system with each renter being issued card(s).

Personal Facility Self-Storage is listed and defined in the Development Code but is not a permitted use in any zoning district in the Town of Truckee. Hidden Lake Properties believes there is a need for personal self-storage within the Town limits. This proposal is not the typical “mini-storage” facility; all the units are in one building, the units are climate controlled, there is no on-site office or management and the building is not surrounded by security fencing. Approval of the storage facility and use can be approved by Section 18.78.020.A.2 of the Development Code as all the criteria required by Section 18.78.020.A.1 and A.3 are satisfied by the Pioneer East Project.

- Lot 11 uses are proposed to include: table service restaurant, counter service restaurant, accessory retail (permitted), outdoor covered space for dining (permitted) and catering of on- and off-site events. Hidden Lake Properties’ experience at the Pioneer Commerce Center is a definite synergy between a mixed use/commercial development and food service for before, during and after work meals and social gathering. Employees meet with business contacts during the day and friends in the evening for social interaction. The General Plan allows uses that meet needs of mixed-use project and create a community of professionals. The East Provisions Building on Lot 11 has been designed to continue the success of the Pioneer Commerce Center at the Pioneer East Business Park by providing food related services in the following formats:
 - Table Service for dinner (4pm-10 pm) for up to 130 people at one time to meet the demand of employees and customers of businesses in the Pioneer East Business Park and to fulfill the need for year-round restaurant service offering dinner to residents living north of Interstate 80. The only two restaurants with table service located in the Pioneer Trail and Prosser areas are Great Gold in the Pioneer Commerce Center and PJ’s at Gray’s Crossing (seasonal). Table service restaurants are allowed in CN, CG and CH zoned parcels indicating the Development Code recognizes the need to provide this type of food service in commercial projects.
 - Counter Service (7am – 4pm) offering freshly prepared high-quality breakfast and lunch items to employees, customers and area residents in a casual environment that encourages guests to sit down rather than to take the food to-go. This use is also described as fast casual service which offers the convenience of fast food (permitted use), while offering some of the elements of casual dining such as an inviting atmosphere, varied menus and some level of service. The demand for this type of food service north of Interstate 80 is currently met by the Full Belly Deli and Buoy & Trap, both in the Pioneer Commerce Center.
 - Accessory Retail sale of food and beverage products is a permitted use within an office complex for the purpose of serving employees and customers on a CS zoned parcel. The store will be located within the Lot 11 Building footprint and signage identifying this particular use (sale of merchandise) is not proposed.

The proposed uses can be approved through the Planned Development Chapter 18.78 as the primary uses of the planned development are allowed in the CS zoning district and the planned development maintains the characteristics and purpose of the applicable zoning district (18.78.020), 25% of the workforce housing will be deed restricted to low-income households (18.78.040.A.1) and the required findings contained in 18.78.050 can be made based on the justification provided above.

Site and Architectural Design Guidelines

The project proposes its own *Development Guidelines* that address:

- building colors, wall and roof dimensions/articulation, heights, materials, setbacks from Pioneer Trail and Truckee Way, fencing, screening, parking, open space, solid waste and recycling
- building signage
- building lighting; and
- operation and management of the multi-family residential building on Lot 5

All components of the *Development Guidelines* will be overseen and enforced by the Pioneer East Business Park Owner's Association and the Pioneer East Codes, Covenants and Restrictions. Four trash enclosures have been constructed to meet the solid waste and recycling requirements of the development. The enclosures are 20-foot wide and 10-foot deep, constructed of board-form concrete (to match the screening wall) and will have steel doors/gates. The locations of the enclosures are shown on the Site Plan and meet the requirements of the Town and Tahoe Truckee Sierra Disposal. Bike racks will be constructed adjacent to each building as part of the structure's permit. The number of spaces will be based on the building's floor area square footage with a minimum of three at each location.

Signage

A Comprehensive Sign Plan is proposed for the Pioneer East Project and includes:

- Two 8-foot-tall monument signs at the entrance driveways. The Signs meet the requirements of Section 18.54.080B and will be lit;
- Five interior secondary signs that are 8-feet tall comprised of a single column with four or less directional arrows installed at interior drive-aisle intersections. These signs are not proposed to be lit; and
- All building signage will be surface mounted, the size and location in accordance with Development Code Section 18.54.080.G. and the Project's design guidelines. Examples of the placement of wall mounted signs on buildings are provided on the architectural elevations for Buildings 1, 9, 10 and 11.

Dimension and material information for all three sign types is provided on the enclosed Sign Plan and described in the *Development Guidelines*. The existing Coachland sign is proposed to be relocated to the north side of Coachland Drive.

Site Lighting

Site lighting will be provided by two methods:

- Parking lot and Pioneer Trail frontage lighting will be provided by an approximately 42-inch-tall bollard style fixture (cut-sheets for two different fixtures enclosed) placed on a 36-inch-tall concrete base. The overall height of 78-inches allows the lights to be visible year-round and the concrete base reduces the risk of damage due to plowing. The fixtures will be equipped with LED bulb(s), are shielded, and will be operated by a photo-cell. Typical parking lot light fixtures (up to 20 feet tall) are not proposed as “spillover” light from the Coachland RV and Mobile Home Parks reaches the parking lot area adjacent to Coachland Drive and Hidden Lake Properties therefore does not believe elevated fixtures are required; and
- Building walls facing parking and driveway areas will be equipped with “wall-pak” type fixtures (cut-sheet attached) to provide illumination from vehicle areas to the building’s entrance(s). The fixtures will be attached to the structure not more than 20-feet above ground level (Development Code limit for parking lot fixture), be located under roof overhangs and/or be equipped with a cut-off shield. The bulbs will be LED with a temperature of $\leq 3000\text{K}$ and operated by a photo-cell.

The Town’s August 10, 2023 comment letter included the requirement for a photometric study. Development Code Section 18.30.060.H does not require a study, only that the number of lumens does not exceed 100,000/acre.

Landscape Plan

The previously prepared landscape plan has been revised to meet Truckee Fire Protection District (Ordinances 02-2012 & 01-2022) and State of California (CCR Title 14 1299.03 and Public Resource Code 4291) requirements in the Wildland Urban Interface (WUI) following an on-site meeting with the Fire Marshal and Forester. In general, the required tree spacing is 25-feet between boles and 10-feet between crowns, 10-feet between a tree bole and shrub, five feet between shrubs and no vegetation within 10-feet of the edge of the adjacent street (distances are based on full-grown trees and shrubs).

The Tree Removal Plan addresses the over-stocking of native trees on the property and shows removal required for construction of the seven buildings (footprint and proximity) and on the four undeveloped parcels & Parcel A (Open Space) to comply with Truckee Fire and Cal-Fire spacing requirements.

The Draft Planting Plan shows “interplanting” with a mix of five different tree species and 12 shrub species where appropriate. The shrubs are spaced between two and six-feet apart depending upon the full-grown size of the shrubs. All selected species are included on the Town’s Recommended Plant List (WELO Standards). Hidden Lake Properties proposes that a final landscape plan be submitted for each parcel in conjunction with the Building Permit application package for that structure.

Project Phasing

The construction of seven buildings is a significant undertaking and cannot reasonably be completed in the typical four-year permit window. To avoid the future requirement to come back to the Planning Commission for an extension or new permit, Hidden Lake Property respectfully requests the following phasing subject to revision based on economic conditions:

- Buildings 5 and 11: Start construction in fall 2024;
- Buildings 1 and 4: Start construction in spring 2027;
- Buildings 8 and 9: Start construction in 2030;
- Building 10: Start construction in 2032; and
- Structures on the remaining parcels (2, 3, 6 and 7) will be permitted and constructed by other developer(s) at an unknown time.

Sincerely,



Ciro Mancuso
President
Hidden Lake Properties, Inc.

Enclosures

Hidden Lake Properties, Inc
11050 Pioneer Trail, Suite 100
Truckee, California. 96161

April 1, 2024

Town of Truckee Community Development Department
10183 Truckee Airport Road
Truckee, CA 96161

Re: Pioneer East Business Park Project Application

Mr. Lucas Kannall:

Thank you and Jenna Gato for your time on March 26th to discuss the March 21st submittal for the referenced project. As a follow-up to your March 21st email and our meeting, enclosed is the following documentation:

- Revised Land Use / Zoning Application to include the submittal of a Tentative Map Application;
- Tentative Map Exhibit;
- Tentative Map Checklist;
- Preliminary Title Report dated June 22, 2022; a current version will be submitted to the Town when provided by the Title Company;
- Revised Landscape Plan including Tree Protection Information;
- Completed Water Efficient Landscaping Form (Worksheet A);
- Snow Storage is shown on the Tentative Map; and
- Solar Evaluation for the seven proposed buildings.

Tentative Map Justification

The Tentative Map proposes to subdivide a 9.63-acre parcel (019-410-028) with a net area of 8.83 acres (parcel includes a 60-foot road/utility easement for Pioneer Trail) into 11 privately owned lots plus one common area parcel. The private lots range in size from 6,577 sf to 17,747 sf with a total area of 129,865 sf. The common area parcel is 250,413 sf and will be used for driveways, parking, open space, snow storage, stormwater management and utility infrastructure. The Map will also dedicate 4,186 sf of area to the Town for Pioneer Trail frontage improvements.

The Tentative Map was previously approved by the Truckee Planning Commission in 2007 and 2016, albeit with a total of 17 parcels rather than 12. The size and configuration of the common area has not changed since Commission approval(s). The *2040 General Plan* did not identify the requirement for a Specific and/or Master Plan for this property. Development of the property is in conformance in all respects with the Development Code, with the exception of

the Interstate 80 Scenic Corridor setback. The project will widen Pioneer Trail to include a center turn lane and a Class 2 Bike Lane, the latter exceeding what is required by the *Trails Master Plan* in this area. The requirements of the *Particulate Matter Air Quality Management Plan* are met by the prohibition of the on-site burning of construction debris and prohibition of the installation of woodstoves and wood-burning devices. The Tentative Map and all on- and off-site improvements meet the requirements of the *Public Improvement and Engineering Standards*. The parcel is located in Zone D (Primary Traffic Pattern) of the *Truckee Tahoe Airport Land Use Compatibility Plan* and all residents of the multi-family structure on Lot 5 will receive overflight notification.

As confirmed by the previous approvals, there are no physical constraints that would preclude or limit development of the property. The topography is flat (< 10% slope), there are no known geologic hazards, the property fronts Pioneer Trail providing vehicular access, significant utility infrastructure is adjacent to the site and size of the property allows the physical development to occur without requiring exceptions to *Development Code* or *Public Improvement Engineering Standards* requirements.

Public and emergency access to the site will be by two driveways fronting Pioneer Trail. The east driveway will utilize the existing driveway serving the Coachland Mobile Home and Recreational Vehicle Parks. The use of that driveway by the residents and guests of Coachland is through an easement granted by Hidden Lake Properties. The on-site drive aisles ways and parking geometry were approved by the Town and Truckee Fire Protection District prior to construction in 2022/2023.

All utility infrastructure (water, sanitary sewer, power, phone, cable tv, natural gas) necessary to support development of the 11 private parcels was approved by the utility providers and constructed by Hidden Lake Properties in 2022/2023. The Truckee Donner PUD and Truckee Sanitary District have stated those agencies will formally approve the utility work upon recordation of the Final Map. The stormwater infrastructure was approved by the Town and constructed as part of the site improvements in 2022/2023. The Town Engineering Department has indicated that all work was completed to its satisfaction.

The 2007 and 2016 approvals were based on a CEQA Initial Study/Mitigated Negative Declaration prepared by the Town acting as the Lead Agency. The discussions of setting, impacts and proposed mitigation measures in the 2006 document are expected to require minimal revision to conform with the 2040 General Plan given the very modest changes to the current project's architecture and planned uses as compared to the original project.

Approval of the Tentative Map and Development Permit will not be detrimental to public health, safety or welfare of the Town or impact adjacent property as no uses are proposed that would result in the storage or use of hazardous materials or nor discharge anything into the air or water that would have a detrimental effect on public health, safety or welfare.

The northernmost parking/drive aisle area is located within a portion of a 125-foot overhead power easement granted to Sierra Pacific Power (now NV Energy) in 1962. Use of the easement for parking and driveways and underground utility infrastructure was approved by Sierra Pacific Power Company in 2007 and 2016. NV Energy has been notified of the Pioneer East Project; the Tentative Map and Improvement Plans have been sent to NV Energy for reapproval of the use of the easement. NV Energy replaced poles in the fall of 2023 with no conflict to the Pioneer East utility infrastructure and commented on the ease of access to the overhead power line following construction of the paved drive aisle and parking. The aforementioned Coachland Driveway easement will remain in service.

As described previously, the project is connected the Truckee Sanitary District sanitary sewer collection system, all wastewater will be sent to the Tahoe Truckee Sanitation Agency treatment plant.

The project proposes a total of four exemptions or modifications from the Development Code through the Planned Development review process:

1. The ratio of apartment sizes (studio, one-bedroom and two-bedroom) in the multi-family residential building proposed on Lot 5;
2. Personal storage in the building proposed on Lot 8;
3. Sit-down dining in the building proposed on Lot 11; and
4. The distance between the Interstate 80 right-of-way and the closest structure (Lot 1) will be approximately 150-feet as compared to the 300-foot setback required by the Development Code.

The first three exemptions were described in the March 20, 2024 Letter of Justification. Additional justification for items 2, 3 and 4 is provided below in the discussion concerning the Project's consistency with the 2040 General Plan:

- Land Use:
 - LU-1.3: The project is considered *infill* as the property is surrounded by commercial, public facility and residential uses, fronted by a public street (Pioneer Trail) and served by adjacent utility infrastructure.
 - LU-1.6: The interior parking lots are located adjacent to buildings and separated by open space *rather than being one continuous lot*.
 - LU-1.7: The proposed personal storage use on Lot 8 is located in one multi-floor building with a 5,600 sf foot-print to allow *efficient use of land* as compared to a typical mini-storage facility with 78 units.
 - LU-3.4: Hidden Lake Properties' goal for Pioneer East is as a *Neighborhood Center* providing a range of goods and services to the tenants of Pioneer East and nearby residents (north of Interstate 80).
 - LU-3.5: Lots 1, 2, 6, 10 and 11 are oriented so that the *buildings front Pioneer Trail* and the parking area(s) are located to the rear of the structures.
 - LU-3.6: The *maximum commercial floor area* of a single lot (Lot 8) is 12,890 sf, significantly less than the 20,000 sf limit described in the General Plan.

- Community Character:
 - CC-1.3: *To protect public views within the I-80 scenic corridor, the project's Development Standards include the following requirements for buildings fronting Pioneer Trail; no building within 20-feet of the Pioneer Trail right-of-way, height restrictions, enhanced articulation and limitations on the placement and height of fences. These Standards are consistent with the 2007/2016 project and accepted as mitigation in the IS/MND.*
 - CC-3.1: *The Pioneer East project includes high-quality site design, architecture and planning to enhance the overall quality of the built environment and create a visually interesting and aesthetically pleasing project.*
 - CC-3.5: *The food service uses proposed on Lot 11 will encourage Social Interaction.*
 - CC-3.6: *As demonstrated by the architectural elevations for the seven buildings, the designs eliminate architectural monotony within the development project.*
 - CC-3.7: *The architectural elevations and Development Guidelines demonstrate the incorporation of materials, colors, schemes, styles that complement the landscape, withstand the climate challenges of the mountains and recognize the dangers of wildland fire.*
 - CC-3.13: *The parking lots are not visible from the parcel frontage*
 - CC-3.15: *All utilities serving the project are underground.*
- Economic Development:
 - ED-2.4: *The food service proposed on Lot 11 will include outdoor dining.*

Will-Serve letters from the Truckee Donner Public Utility District (water and power) and Truckee Sanitary District (sanitary sewer) are enclosed.

The Town has the original copies of the special studies used to complete the 2007/2016 California Environmental Quality Act (CEQA) review.

A Tentative Map exhibit meeting the requirements of Checklist Item 11 is enclosed.

The enclosed Landscape Plan (tree removal and planting) has been updated to include tree protection details and a narrative as discussed at our meeting on March 26th and described in Checklist Item 12.

In accordance with Checklist Item 13, a solar evaluation of each building is enclosed. With respect to the site:

- All buildings include one or more south facing roof pitches;
- Mature trees will be thinned to meet Truckee Fire and Cal-Fire requirements improving solar exposure to each building;
- Lots are generally rectangular in shape and vary in size from 6,577 sf to 17,747 sf;

- Building heights are generally less than 35-feet with the exception of Lot 8 which is approximately 45-feet tall;
- The lots are oriented to provide spacing in the north-south direction to eliminate shadowing by adjacent buildings; and
- The proposed buildings are a minimum of 125-feet from Coachland residences, 40-feet from the adjacent plumbing supply building and north and west of the CHP office.

Thank you again for your assistance in finalizing the submittal package. Please do not hesitate to contact me if the Town requires any additional information to complete the Environmental Review and bring the project to the Planning Commission for review.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Mancuso', with a stylized flourish at the end.

Ciro Mancuso
President
Hidden Lake Properties, Inc.

Enclosures

Hidden Lake Properties, Inc
11050 Pioneer Trail, Suite 100
Truckee, California. 96161

May 6, 2024

Town of Truckee Community Development Department
10183 Truckee Airport Road
Truckee, CA 96161

Re: Pioneer East Business Park Project Application
Revision to Scope of Project

Mr. Lucas Kannall:

This letter will serve as notice of Hidden Lake Properties request to revise the scope of the Pioneer East Business Park Application by removing the proposed structure and use (personal storage) on Lot 8.

All other aspects of the application (Tentative Map, site improvements, structures, landscape, lighting, signage and uses) remain as described in the Letters of Justification and supporting documentation dated March 20, 2024 and April 1, 2024.

Sincerely,



Ciro Mancuso
President
Hidden Lake Properties, Inc.

Hidden Lake Properties, Inc
11050 Pioneer Trail, Suite 100
Truckee, California. 96161

August 14, 2024

Town of Truckee Community Development Department
10183 Truckee Airport Road
Truckee, CA 96161

Re: Pioneer East Business Park Project Application
Minor Use Permit Submittal

Mr. Lucas Kannall:

As a follow-up to your June 20th email, enclosed is the following documentation:

- Revised Land Use / Zoning Application to include the submittal of a Minor Use Permit Application;
- Minor Use Permit Submittal Checklist;
- NV Energy Transmission Use Agreement (#TM503LN101, RW#0186-2024);
- Revised lighting fixture cut-sheets; and
- Lighting Photometric Analysis.

Minor Use Permit Justification

The Minor Use Permit application is required by Section 18.30.056.A.3 of the Truckee Development Code to allow the installation and use of “structures” in the existing NV Energy utility easement located along the northern edge of the property. The “structures” are:

- Three (3) 10’ x 20’ x 6’ board formed concrete trash enclosures (existing);
- Six Hundred Twenty Feet (620’) of four (4’) foot tall board formed concrete screen wall (existing);
- Four (4) 8’ tall interior secondary signs (proposed); and
- Four (4) bollard style parking lot lights (proposed).

Use of the easement for parking, landscaping, snow storage and underground utility infrastructure was approved in 2007 and again in 2016 as were the trash enclosures and screen wall by the Truckee Planning Commission.

All the existing and proposed “structures” and uses have been reviewed and approved by NV Energy, the holder of the easement, as described in the attached Transmission Use Agreement (TUA). The TUA is perpetual, running with the land, regardless of ownership. The Agreement requires the property owner receive approval from NV Energy prior to the modification of existing and/or construction of new improvements. The Transmission Use Agreement will be recorded with Nevada County and satisfies Code Section 18.30.056.A.3 as the “structures” will not interfere with the purpose of the easement and 18.30.056.B.ii as all entities with an interest in the easement provide written consent for the parking, landscaping and/or other improvements to remain in place in perpetuity.

The locations of the “structures” and uses are consistent with both previous approvals and entirely located on the Pioneer East project area. The lighting, signage, trash enclosures and screen wall were placed to preclude conflict with snow removal activities and are not detrimental to the operation and maintenance of above or below ground utility infrastructure. All the “structures” and uses are permitted on Service Commercial (CS) zoned property. The design (height, materials and finishes) of the lighting and signage features is discussed in the March 20, 2024 submittal with additional detail discussed below.

During the preparation of the photometric analysis, the lighting consultant suggested the following changes to the proposed lighting:

- The bollard fixtures are from a different manufacturer with a different shape. The fixture height along the north edge of the northern parking lot has been increased from six and one-half feet to 10-feet to provide additional illumination of the parking lot. The fixture height along the Pioneer Trail frontage remains at six and one-half feet.
- The fixtures attached to building walls are very similar to the original proposal albeit from a different manufacturer. The height of the fixtures will remain at 20-feet above finished-floor and a fixture will only be located on a wall facing a parking area.
- The photometric study confirms that light no trespass will occur on to the adjacent private properties and light from the frontage bollards will not extend to the vehicle travel lane on Pioneer Trail.

Please do not hesitate to contact me if the Town requires any additional information to complete the Environmental Review and bring the project to the Planning Commission for review.

Sincerely,

A handwritten signature in black ink, appearing to be 'C. Mancuso', written in a cursive style.

Ciro Mancuso
President
Hidden Lake Properties, Inc.

Enclosures