



DATE: October 5, 2023

TO: Laura Dabe, Associate Planner

FROM: Michael Vaughan, Senior Engineer

SUBJECT: Engineering Division Conditions for Application 2023-107/DP-ZC (Pioneer Commerce Center – Building K-4) located on APN 019-700-025

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The Engineering Division has reviewed the subject application and has the following proposed conditions.

Proposed Engineering Division Conditions of Approval

1. Prior to building (grading) permit issuance, the project proponents shall submit improvement plans stamped by a licensed civil engineer to the satisfaction of the Town Engineer for all work both in and out of the proposed public right-of way, easements and private roadways.

The plans shall be prepared in accordance with the Town of Truckee Public Improvement and Engineering Standards dated May 2003; shall comply with the design standards identified in Water Quality Order No. 2013-0001-DWQ NPDES General Permit No. CAS000004, such as hydro-modification requirements, or the most current Phase 2 Municipal Separate Storm Sewer System (MS4) Permit; and shall comply with the Statewide Construction General Permit No. 2009-009-DWQ or most current permit. The plans at a minimum shall incorporate proposed grades, drainage, driveway design and erosion control; and incorporate cost estimates for all work to be performed.

Said improvement plans shall be accompanied by appropriate plan check fees to be calculated by the Town Engineer at the time of plan approval. Public improvement plan check fees and inspection fees are calculated using the estimated construction costs. The plan check fee is equal to the following formula based upon the estimated construction costs:

5% of valuation from \$0 to \$50,000  
3% of valuation from \$50,000 to \$250,000  
1% of valuation above \$250,000

The inspection fee, due prior to start of construction, is equal to the following formula based upon the estimated construction costs:

6% of valuation from \$0 to \$50,000

4% of valuation from \$50,000 to \$250,000

1.5% of valuation above \$250,000

**(Engineering Division)**

2. Prior to building (grading) permit issuance, the project proponents shall provide identification of all existing drainage on the property and adjacent properties, which may affect this project. This identification shall show discharge points on all downstream properties as well as drainage courses before and after the proposed development for the 10-year and 100-year flows. **(Engineering Division)**
3. Prior to building (grading) permit issuance, the applicant shall provide an erosion control plan and stormwater quality plan, per the requirements of the Town of Truckee for review and approval that shows temporary construction BMPs and permanent on-site treatment of the 85th percentile, 24-hour storm. The plan shall provide details for the proposed project stormwater collection and treatment including the safe release of overflow. **(Engineering Division)**
4. Prior to building permit issuance, the applicant shall submit a Best Management Practice (BMP) operation and maintenance plan to the Town Engineer for review and approval. Recordation of the operation and maintenance plan for permanent structural treatment control BMP's installed by the project may be required depending on the type of permanent BMP proposed. The property owner shall submit yearly BMP operation and maintenance certifications to the Engineering Division according to the Water Quality Order No. 2013-0001-DWQ NPDES General Permit No. CAS000004 or the most current Phase 2 Municipal Separate Storm Sewer System (MS4) Permit. **(Engineering Division)**
5. Prior to building permit issuance, the applicant shall pay traffic impact fees applicable at the time of building permit issuance. As of October 5, 2023, the estimated traffic impact fees based on the proposed 11,840 Square Feet (SF) boat storage building are calculated as  $11,840 \text{ SF} \times \$2.81/\text{SF}$  (Warehouse Use) = **\$33,270**. The actual traffic impact fees will be based upon the latest fee schedule adopted by the Town Council in effect at the time of building permit issuance. **(Engineering Division)**
6. Prior to building permit issuance, the applicant shall pay facilities impact fees applicable at the time of building permit issuance. As of October 5, 2023, the estimated facilities impact fees based on the proposed 11,840 Square Feet (SF) boat storage building are calculated as  $11,840 \text{ SF} \times \$1.03/\text{SF}$  (Warehouse Use) = **\$12,195**. The actual facilities impact fees will be based upon the latest fee schedule adopted by the Town Council in effect at the time of building permit issuance. **(Engineering Division)**
7. Structures shall be designed such that snow will not shed into pedestrian areas or onto parked vehicles. **(Engineering Division)**
8. Prior to building permit issuance, provide a snow removal/storage plan for approval by Town Engineer that shows snow storage calculations (50% of the paved area), locations, and how snow will be put in those locations. Snow storage locations should be easily accessible (i.e. no curbs). Provide snow storage as close to the source as possible. **(Engineering Division)**
9. Prior to certificate of occupancy, all roadway, drainage, frontage and utility improvements shall be constructed and approved by the respective responsible agencies or a financial

surety in the following amounts consistent with section 18.108 of the Development Code and to the satisfaction of the Town Engineer:

- If provided as a cash deposit, 125% of the costs of the remaining improvements.
- If provided as a bond or letter of credit, a guarantee for Faithful Performance equal to 100% of the costs of the remaining improvements and a guarantee for Materials and Labor equal to 100% of the costs of the remaining improvements.

“Cost of remaining improvements” includes construction management costs. The limits of the remaining improvements will be reviewed and approved by the Town Engineer.  
**(Engineering Division)**

10. Prior to building (grading) permit issuance, approvals from individual utility providers impacted by the development shall be obtained and copies of approvals shall be provided to the Town Engineer to ensure there are no objections by affected utilities and that the project proponents are coordinating improvements. **(Engineering Division)**
11. Prior to building (grading) permit issuance, approval from the Lahontan Regional Water Quality Control Board shall be obtained and copies of approvals shall be provided to the Town Engineer. **(Engineering Division)**

**From:** [Mike Ross](#)  
**To:** [Laura Dabe](#)  
**Subject:** RE: Project Routing: Pioneer Commerce Center Building K-4 (Town of Truckee Application #2023-00000107)  
**Date:** Friday, September 8, 2023 1:56:22 PM

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Laura,  
Standard requirements to follow the 2022 California Building Code of regulations and ADA. Also a Geo Tech Report.

*Mike Ross*

Town of Truckee  
Chief Building Official  
Office Ph (530) 582-7785  
[mross@townoftruckee.com](mailto:mross@townoftruckee.com)



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**From:** Laura Dabe <LDabe@townoftruckee.com>  
**Sent:** Tuesday, September 5, 2023 4:27 PM  
**To:** Laura Dabe <LDabe@townoftruckee.com>  
**Subject:** Project Routing: Pioneer Commerce Center Building K-4 (Town of Truckee Application #2023-00000107)

Good afternoon,

Attached please find a copy of the project routing for Pioneer Commerce Center Building K-4 (Town of Truckee Application #2023-00000107). The application requests approval of a Development Permit and Zoning Clearance to re-approve Building K-4, a previously approved boat storage building and the remaining unconstructed building within Pioneer Commerce Center Phase II (APN 019-700-025).

The application files can be accessed using the following Dropbox link:

<https://www.dropbox.com/scl/fo/g69kioaolzaefw2iwq6n4/h?rlkey=yhzqow1hkd0zwyqr2yxw8w2ku&dl=0>

Please submit any comments you have on this application by **Tuesday, September 19, 2023.**

If you have any questions or would like additional information on this project, please feel free to let me know.

Thank you,

Laura Dabe, AICP

**General Manager**

Brian C. Wright

**Executive  
Leadership Team**

Joe Horvath

*Electric Utility Director/  
AGM*Shanna Kuhlemier  
*District Clerk*Chad J. Reed  
*Water Utility Director*Steven Poncelet  
*PIO & Strategic Affairs  
Director*Scott Crow  
*IT Director/CIO*Michael Salmon  
*Chief Financial Officer***Board of Directors**

Joseph Aguera

Jeff Bender

Christa Finn

Tony Laliotis

Kim Harris

September 18, 2023

Laura Dabe, AICP  
Associate Planner  
Town of Truckee  
10183 Truckee Airport Road  
Truckee, California 96161

Subject: APN 019-700-025 Pioneer Commerce Center Building K-4 (Application  
2023-00000107/DP-ZC)

Dear Ms. Dabe:

Truckee Donner Public Utility District has reviewed the Project Routing Request for the subject project. The District's Water & Electric Departments have the following comments:

The Electric Department has the following comment on the proposed development permit and zoning clearance:

- The Owner/Developer will be required to comply with District rules and regulations for the proposed project. An agreement for the modification of facilities will be necessary. The detailed scope of work and the associated costs will be determined based on the District's review of the completed development application and supporting documentation.

The Water Department has the following comments on the proposed project:

- The Water Department has no comment on the proposed Development Permit.
- The Water Department has no comment on the proposed Zoning Clearance.

If you have any questions, or require further information, please contact me at 530-582-3915 or [sarahkraker@TDPUD.org](mailto:sarahkraker@TDPUD.org).

Sincerely,

*Sarah Kraker*

Sarah Kraker  
Records/Administration Technician

**BOARD OF DIRECTORS**

Dennis E. Anderson  
Jerry Gilmore  
Brian Kent Smart  
Nelson Van Gundy  
Marcus Waters, DC



**BLAKE R. TRESAN, P.E.**  
General Manager  
Chief Engineer

12304 Joerger Dr. • Truckee, California 96161-3312  
Telephone (530) 587-3804 • Fax (530) 587-1340

September 7, 2023

Town of Truckee Planning Division  
Laura Dabe, Associate Planner  
10183 Truckee Airport Road  
Truckee, CA 96161

RE: Pioneer Commerce Center Building K-4, 2023-00000107/DP-ZC  
APN: 019-700-025

The Truckee Sanitary District (District) has reviewed the Project Routing Request for the above referenced project, and has no objections to the Pioneer Commerce Center Building K-4 development and zoning clearance request.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Bergeron", followed by a horizontal line.

Sarah Bergeron, P.E.  
Senior Engineer

**From:** [ksannar@nccn.net](mailto:ksannar@nccn.net)  
**To:** [Laura Dabe](#); [mwoodman@nccn.net](mailto:mwoodman@nccn.net)  
**Subject:** RE: Project Routing: Pioneer Commerce Center Building K-4 (Town of Truckee Application #2023-00000107)  
**Date:** Thursday, October 5, 2023 2:24:42 PM  
**Attachments:** [image001.png](#)

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Hi Laura

Yes, this project would require the Overflight Notification. If you have any further questions, please let me know.

Thank you,

**Kena D. Sannar**  
**Transportation Planner**



101 Providence Mine Road, Suite 102  
Nevada City, California 95959  
(530) 310-0683  
Web Site: [www.nctc.ca.gov](http://www.nctc.ca.gov)

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**From:** Laura Dabe <LDabe@townoftruckee.com>  
**Sent:** Thursday, October 5, 2023 2:11 PM  
**To:** [mwoodman@nccn.net](mailto:mwoodman@nccn.net); [ksannar@nccn.net](mailto:ksannar@nccn.net)  
**Subject:** FW: Project Routing: Pioneer Commerce Center Building K-4 (Town of Truckee Application #2023-00000107)

Hi Mike and Kena,

It looks like this project is in Zone D. Would you like me to include this condition of approval?

The project limits are located within Compatibility Zone D (Primary Traffic Pattern Zone) of the Truckee Tahoe Airport Land Use Compatibility Plan (TTALUCP). An overflight easement per the requirements of the Truckee Tahoe Airport Land Use Commission (TTALUC) shall be recorded for all projects located within the Primary Traffic Pattern Zone. **(Nevada County Transportation Commission Requirement)**

Thanks,  
Laura

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**From:** Laura Dabe

**Sent:** Tuesday, September 5, 2023 4:27 PM

**To:** Laura Dabe <[ldabe@townoftruckee.com](mailto:ldabe@townoftruckee.com)>

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Please submit any comments you have on this application by **Tuesday, September 19, 2023.**

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Thank you,

Laura Dabe, AICP  
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10183 Truckee Airport Road  
Truckee, CA 96161  
(530) 582-2937  
[LDabe@townoftruckee.com](mailto:LDabe@townoftruckee.com)