

**NEVADA COUNTY PLANNING COMMISSION
NEVADA COUNTY, CALIFORNIA**

MINUTES of the meeting of February 25, 2021, 1:30 p.m., Board Chambers, Eric Rood Administration Center, 950 Maidu Avenue, Nevada City, California via remote

MEMBERS PRESENT: Commissioners Duncan, Coleman-Hunt, Greeno, Ingram Spencer, and Mastrodonato.

MEMBERS ABSENT: None.

STAFF PRESENT: Planning Director, Brian Foss; Principal Planner, Tyler Barrington; Deputy County Counsel, Rhett VanderPloeg; Senior Planner Matt Kelley; Administrative Assistant, Shannon Paulus.

PUBLIC HEARINGS:

1. Truckee Tahoe Airport
PLN20-0130; AAP20-0006; EIS20-0008

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STANDING ORDERS: Salute to the Flag - Roll Call - Corrections to Agenda.

CALL MEETING TO ORDER: The meeting was called to order at 1:30 p.m. Roll call was taken.

CHANGES TO AGENDA: None.

PUBLIC COMMENT: Members of the public shall be allowed to address the Commission on items not appearing on the agenda which are of interest to the public and are within the subject matter jurisdiction of the Planning Commission, provided that no action shall be taken unless otherwise authorized by Subdivision (6) of Section 54954.2 of the Government Code. None

COMMISSION BUSINESS:

1. Selection of Commission Chair and Vice Chair. **Motion** by Commissioner Greeno, **second** by Commissioner Mastrodonato, to nominate Commissioner Duncan for Chair. Passed on voice vote. **Motion** by Commissioner Greeno, **second** by Commissioner Mastrodonato, to nominate Commissioner Coleman-Hunt for Vice Chair. Passed on a voice vote.
2. Training: Role, Responsibilities and Duties of a Planning Commissioner. Presenter: Rhett VanderPloeg

Deputy County Counsel Rhett VanderPloeg introduced herself to the Commission and began her presentation. She reviewed the roles, responsibilities and purview of the Planning Commission as outlined in Code. She discussed due process, basing decisions on what was heard at the public hearing, providing full disclosure regarding any project, and being conscious of the use of electronics during the public hearing. She discussed findings, ex parte communication, and CEQA. She finished her presentation and thanked the Commissioners for their service. She offered to answer any questions.

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CONSENT ITEMS:

1. PLN20-0215; MIS20-0011: Annual Development Agreement review for Ananda

Motion to approve the Consent Item by Commissioner Coleman-Hunt; **second** by Commissioner Greeno. **Motion carried on a voice vote 5/0.**

2. Acceptance of 2020-12-10 Planning Commission Hearing Minutes

Motion to approve the Consent Item by Commissioner Coleman-Hunt; **second** by Commissioner Greeno. **Motion carried on a voice vote 3/0** (Commissioners Ingram Spencer and Mastrodonato abstained)

PUBLIC HEARING:

PLN20-0130; AAP20-0006; EIS20-0008: An application for a Use Permit Amendment (AAP20-0006) to the previously approved Conditional Use Permit (U10-002) to expand the Truckee Tahoe Airport District Administration Building and Off-Street Parking Lot. The existing Administration Building was constructed in 2012 under U10-002. The project proposes building additions (totaling approximately 2,891 square feet to the existing approximately 11,568 square feet building) resulting in a building size of approximately 14,459 square feet and related parking lot expansion, drainage improvements, and landscaping, the project is proposed to be constructed in three phases over seven (7) years. The expanded Administration Building would continue to provide space for the Truckee Tahoe Airport District’s administrative staff, Unicom operations, community and Board meeting room, pilots lounge, and a delicatessen with no new uses proposed. **APN:** 019-440-068 **RECOMMENDED ENVIRONMENTAL DETERMINATION:** Recommend that the Planning Commission approve the Mitigated Negative Declaration (EIS20-0008). **RECOMMENDED PROJECT ACTION:** Approve the Use Permit Amendment (AAP20-0006) **PLANNER:** Matt Kelley, Senior Planner

Senior Planner Matt Kelley introduced himself to the Commission and began his presentation. He discussed the details of the project site, zoning, and background. He described the project, which would expand the existing administration building and would be constructed in phases. He discussed the phases, reviewed site plans and floor plans, the building finish, landscaping and snow removal. He further reviewed the lighting, traffic, circulation, and parking plans. He discussed the Truckee Tahoe Airports Land Use Compatibility Plan, as well as General Plan consistency. He finished his presentation with Staff’s Recommendation to, after reviewing and considering the proposed Mitigated Negative Declaration, adopt the proposed Mitigated Negative Declaration (EIS20-0008) (*Attachment 2*) and Mitigation Monitoring and Reporting Program (*Attachment 1*) pursuant to Section 15074 and 15097 as may be modified, pursuant to Section 15074 and 15097 of the California Environmental Quality Act Guidelines making Findings A through C and to approve the proposed Amendment to an Approved Permit (AAP20-0006) subject to the attached Conditions of Approval, shown in Attachment 1, or as may be modified at the Public Hearing, making findings A-L pursuant to Sections L-II 5.6.G and 5.5.2.C of the Nevada County Land Use and Development Code. He offered to answer any questions from the Commission.

Chair Duncan asked for any questions.

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101 Commissioner Mastrodonato clarified that they would be approving all phases of the seven-year
102 plan.

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104 Planner Kelley answered yes, it would be for all 3 phases of the proposed project which would be
105 conditioned over seven years. He added that a typical Use Permit had a time limit of 3 years with
106 2 subsequent 2-year extensions. As the applicant had phased the project, they requested to be
107 approved for all seven years.

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109 Commissioner Mastrodonato clarified that barring any changes the project would not have to come
110 before the Commission again.

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112 Planner Kelley answered that was correct.

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114 Chair Duncan asked for more questions.

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116 Commissioner Greeno commented that the airport had been a tremendous partner to the Truckee
117 community as well as the County and had served on many levels. He commended the project for
118 its increased safety and for the pickup and drop off area, the increased circulation of traffic, and
119 the increase in area to the public and staff.

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121 Commissioner Ingram Spencer asked if it was correct that the FAA (Federal Aviation
122 Administration) still had mitigation outstanding.

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124 Planner Kelley answered it was a mitigation measure that required the FAA to complete their
125 review of the airport layout plan. He added it was in the Hazard Section of the Initial Study, and
126 that the project was conditioned as Conditional Approval number A.13, requiring the airport to
127 make sure the FAA completed the 7460-1 review. He stated that this condition also came up on
128 other projects that created a hazard to aircraft, such as cell towers.

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130 Commissioner Ingram Spencer asked what would happen if an approval from the Planning
131 Commission was given and something were to happen with that mitigation over the seven-year
132 phased project.

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134 Planner Kelley stated that the approval would be prior to issuance of building permits submitted
135 by the applicant. He did state that the applicant was currently working on the airport layout plan,
136 however they did take a considerable amount of time with the FAA.

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138 Chair Duncan asked for any more questions. As none were forthcoming, she asked if the applicant
139 would like to say anything.

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141 Kevin Smith, the General Manager for the airport, introduced himself and architect Larry Young
142 to the Commission. He thanked the Commission for their time in reviewing the proposal, stating
143 that they were very excited for the project. He said that the project would be built out over the
144 course of several years, beginning with the parking expansion and then the building additions to
145 follow. He said that the restaurant and outdoor area were very popular, and as a public agency they
146 thought of their outdoor spaces as public parks. He stated that it was a lot of fun to see all the
147 people come to the airport to get lunch, watch the airplanes, and play on the playground. He added
148 that the additions to the meeting room would also be very helpful, where both public and private

149 groups could meet for free. He stated that no additions could be done until the Airport Layout Plan
150 (ALP) update was completed, which was required for grant assurances and funding. He further
151 stated that the FAA was a little behind issuing grant agreements from the Cares Act and had been
152 unable to make the changes to the ALP yet, however he was certain that it would be completed
153 soon without any additional safety or other mitigation.

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155 Larry Young, the Senior Principal with Ward Young Architects, introduced himself to the
156 Commission. He said that Planner Kelley's presentation of the project was straight forward. He
157 stated that the airport was a big part of the Truckee Community with a great deal of community
158 participation. He said that the project would not only contribute to airport operations, but also to
159 the community. He discussed the current observation deck and how it was difficult to get to, and
160 the expansion would enable people to use an outdoor stairway to access it. He also discussed the
161 meeting space which would see a great deal of use from the public, such as nonprofit community
162 groups. He offered to answer any questions.

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164 Chair Duncan thanked Mr. Smith and Mr. Young. She asked the Commission for any questions.

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166 Chair Duncan opened public comment at 2:12 p.m. She asked if any members of the public had
167 asked to comment.

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169 Clerk Paulus answered none at this time.

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171 Chair Duncan closed the public hearing at 2:13 p.m. She asked if staff had any additional comment.

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173 Planner Kelley stated he did not have any additional comments.

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175 Chair Duncan asked if any Commissioners had any questions or comments. As none were
176 forthcoming, she asked if the Commission was ready to make a motion.

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178 Commissioner Greeno asked for clarification on the proposed motions.

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180 Chair Duncan answered they were two separate actions.

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182 **Motion by Commissioner Greeno** to, after reviewing and considering the proposed Mitigated
183 Negative Declaration, adopt the proposed Mitigated Negative Declaration (EIS20-0008)
184 (*Attachment 2*) and Mitigation Monitoring and Reporting Program (*Attachment 1*) pursuant to
185 Section 15074 and 15097 as may be modified, pursuant to Section 15074 and 15097 of the
186 California Environmental Quality Act Guidelines making Findings A through C: **Second by**
187 **Commissioner Ingram Spencer. Motion carried on a roll call vote 5/0.**

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189 **Motion by Commissioner Greeno** to approve the proposed Amendment to an Approved Permit
190 (AAP20-0006) subject to the attached Conditions of Approval, shown in Attachment 1, or as may
191 be modified at the Public Hearing, making findings A-L pursuant to Sections L-II 5.6.G and
192 5.5.2.C of the Nevada County Land Use and Development Code: **Second by Commissioner**
193 **Coleman-Hunt. Motion carried on a roll call vote 5/0.**

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195 Discussion ensued regarding upcoming Commission meetings and ongoing project statuses.

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197 **Motion by Commissioner Coleman-Hunt; second by Commissioner Greeno to adjourn.**
198 **Motion carried on voice vote 5/0.**

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200 There being no further business to come before the Commission, the meeting was adjourned at
201 2:37 p.m. to the next meeting scheduled for March 11, 2021, in the Board of Supervisors
202 Chambers, 950 Maidu Avenue, Nevada City.
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205 Passed and accepted this 24th day of June , 2021.

206
207 *Brian Foss (by sp)*

208 Brian Foss, Ex-Officio Secretary