



COMMUNITY DEVELOPMENT DEPARTMENT

Quincy Yaley, AICP
Director

Land Use and Natural Resources – Housing and Community Programs – Environmental Health – Building and Safety – Code Compliance

AGENDA TUOLUMNE COUNTY BOARD OF SUPERVISORS PLANNING COMMITTEE COUNTY ADMINISTRATION CENTER 2 SOUTH GREEN STREET, FOURTH FLOOR BOARD OF SUPERVISORS CHAMBERS August 19, 2021 3:30 p.m.

48 Yaley Avenue, Sonora
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www.tuolumnecounty.ca.gov

IMPORTANT PUBLIC NOTICE: Under the Governor's Executive Order N-25-20, this meeting will allow members of the Planning Committee to participate by teleconference; and under Order N-29-20, Accessibility Requirements, if you need swift special assistance during the Planning Committee meeting, please call 209-770-5423.

PUBLIC PARTICIPATION PROCEDURES

In order to protect public health and the safety of Tuolumne County citizens, this meeting will be physically closed to the public. Public Comment will be opened and closed individually for each agenda item listed below, excluding Reports. To observe or participate in this meeting, please use the following link: <https://us02web.zoom.us/j/85700406354> For detailed Zoom instructions go to the Agenda Packet <https://www.tuolumnecounty.ca.gov/136/Board-of-Supervisors-Planning-Committee>

You also may submit written comments by U.S. mail at 2 South Green Street, Sonora, CA 95370 or email (qyaley@co.tuolumne.ca.us) for retention as part of the administrative record. Comments will not be read during the meeting. Comments must be received by the Community Development Department no later than 9:00 AM on the day of the noticed meeting.

1. PUBLIC FORUM

The public may speak on any item not on the printed agenda. No action may be taken by the Committee. The amount of time allocated for the public forum is limited to 15 minutes.

2. PLANNING COMMITTEE BUSINESS

- A. Consideration of the Minutes of the meetings of May 20 and July 15, 2021.
- B. Reports – Staff and Committee Members

**** Reports are a brief oral report from a committee or Commission member and/or County staff, and no Committee action will occur. This item is not intended to include in depth presentations or reports, as those matters should be placed on an agenda for discussion.****

2. OLD BUSINESS

A. Review of Draft Documents for the Title 17 Update Project.

3. NEW ITEMS

B. Discussion on returning to in person meetings.

Adjournment

* The Board of Supervisors Planning Committee serves as an advisory group to the Board of Supervisors for reviewing, commenting on and recommending new and/or modifications to existing policy related to land use and development regulations. In conducting its work, the Committee is to attempt to balance the needs of the individual with the needs of all county residents by encouraging economic growth and promoting the stewardship of the county's natural resources and cultural heritage.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development Department at (209) 533-5633. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (28CFR Part 35 ADA Title II).



COMMUNITY DEVELOPMENT DEPARTMENT

Quincy Yaley, AICP
Director

Land Use and Natural Resources – Housing and Community Programs – Environmental Health – Building and Safety – Code Compliance

TO: Tuolumne County Committee and Commission Members

FROM: Quincy Yaley, AICP Community Development Department Director

RE: COVID-19 Meeting Procedures

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In response to increasing risks of exposure to the coronavirus (COVID-19), all the Committee and Commission meetings will be conducted and participated via Zoom. Video conferencing via Zoom will allow the Commission/Committees and County to adhere to social distancing requirements of the Brown Act and provide a way for the public to provide public comment live during the meeting.

Due to the modified meeting format and tele-conferencing meeting procedures, the Chair may choose to allow public comment on the project in an alternative fashion, rather than calling for those in favor, those in opposition, those neutral, and then any rebuttals or surrebuttals. The Chair may take public comment on the project in any order in lieu of the calling for those in favor, opposition, neutral, rebuttals, and then surrebuttals.

The Committee and Commission may elect to allow the applicant or applicant representative a specific time to speak on the project prior to taking public comments on the item. This opportunity could have a specific time length allotted, such as five or ten minutes.

As a reminder, those who wish to provide information during the public comment are not required to provide their name. County staff will notify the Chair of any individuals who wish to provide testimony and will limit the testimony to the time limit identified by the Chair.

If an item on the agenda is not identified as a “public hearing”, public comment is still required and can be conducted in a similar format to the modified procedures above.

All votes require a roll call with each Committee and Commission member to be named by County Staff prior to stating their vote. The Chair shall also identify by name the commissioner who initiated the motion and the name of the commissioner who seconds the motion. After a second is named, the Chair must allow County staff to complete a roll call vote.

It is possible that a delay may occur from the time the Chair calls for public comment on a project and when County staff can connect them into the zoom meeting. It is recommended that the Chair pause for 60-90 seconds after calling for public comment to allow for any connections to occur. If there are no individuals in the queue for commenting on a specific item, after 90 seconds has elapsed County staff will notify the Chair that there is no further public comment.

Staff may need to respond to emails or phone calls from members of the public during the meeting to provide assistance to the public if they encounter problems using the Zoom platform. Staff requests that the Chair allow additional time as needed to ensure that members of the public can engage in the meeting.

Zoom Instructions

Zoom links can be found in the agenda for each meeting. The public can view the meeting from their smartphone, on their computer browser, or listen on their telephone. Zoom does not require an account to attend the meeting, but if the public wishes to create one, their basic accounts are free.

It is possible that a delay may occur from the time the Chair calls for public comment on a project and when County staff can connect them into the Zoom meeting. The Chair will pause for 60 seconds after calling for public comment to allow for any connections to occur. If there are no individuals in the queue for commenting on a specific item, after 60 seconds has elapsed county staff will notify the Chair that there is no public comment.

Members of the public can also choose to watch the meeting and do not have to comment during the meeting. If a member of the public does not want to provide public comment live, they can provide public comment prior to the meeting via email to the Community Development Department Planning manager at RWalker@co.tuolumne.ca.us. If you would like your comments to be included in the record, please send comments to the above email address by 9:00 a.m. of the day of the noticed meeting.

If anyone is having technical difficulties with Zoom, they can visit Zoom's support page for helpful tips: <https://support.zoom.us/hc/en-us/categories/201146643>.

Below are step by step instructions on how to join and interact as an attendee via Zoom.

JOINING A WEBINAR BY LINK

- To join the webinar, click the link that we provided in the agenda.
- If you are signed in, change your name if you do not want your default name to appear.
- If you are not signed in, enter a display name.

MANUALLY JOINING A WEBINAR

- Use the 9-digit meeting ID/webinar ID provided in the agenda.
- Sign in to the Zoom Desktop or Mobile App
- Click or tap **Join a Meeting**
- Enter the 9-digit webinar ID, and click **Join** or tap **Join Meeting**
- If prompted, enter your name and email, then click **Join Webinar** or tap **Join**.
- You may change your name if you do not want your default name to appear, as you are not required to state your name.

WAITING FOR HOST TO START THE WEBINAR

- If the host has not started broadcasting the webinar, you'll receive a message letting you know to "Please wait for the host to start the meeting".

PUBLIC COMMENT

- During the public comment period you will have the option to "raise your hand" if you would like to comment on a proposed project or during the public comment portion of the meeting.
- Once you have clicked the "raise your hand" option, please wait until a staff unmutes your microphone.

- Once staff has unmuted you will have three minutes to speak.
- A staff member will verbally communicate to you and the Commissioners when you have 30 seconds remaining and then when your time is up.
- Once your allotted time is up, a staff member will mute and “lower your hand”.
- If you are participating from your smartphone, you will also have a “raise their hand” feature.
- When you are unmuted a prompt will appear to confirm you would like to be unmuted.
- Once you confirm you will be able to provide public comment.
- If you are participating via telephone call, you will need to press *9 (star 9) to “raise their hand”, and when you are unmuted you will hear “you are unmuted” allowing you to provide public comment.

END OF MEETING

- If you would like to leave the meeting before it ends, click **Leave meeting**. If you leave, you can rejoin if the webinar is still in progress, as long as the host has not locked the webinar.

Hi there,

You are invited to a Zoom webinar.

When: Aug 19, 2021 03:30 PM Pacific Time (US and Canada)

Topic: BOSPC 8-19-2021

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85700406354>

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Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Webinar ID: 857 0040 6354



COMMUNITY DEVELOPMENT DEPARTMENT

Quincy Yaley, AICP
Director

Land Use and Natural Resources – Housing and Community Programs – Environmental Health – Building and Safety – Code Compliance

August 11, 2021

48 Yaney Avenue, Sonora
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To: Board of Supervisors Planning Committee
From: Quincy Yaley, AICP, Community Development Department Director
RE: Review of Draft Documents for the Title 17 Update Project

Tuolumne County is working with PlaceWorks, Inc to update the Title 17 Zoning Ordinance. Staff is requesting feedback from the Planning Committee on several new permits and proposed processes for reviewing development projects.

The proposed revisions to Title 17 are available for public comment. These draft documents can be found through the project's Konveio public outreach site: <https://zoningtitle17.konveio.com/>. On this website, a user can review and comment on the draft documents.

Specific input is sought from the Planning Committee on new and revised permitting procedures, which are summarized below:

Zoning Clearance

The Zoning Clearance process is intended to ensure that all new and modified uses and structures comply with applicable provisions of this Zoning Ordinance, using administrative procedures and a thorough but typically "over-the-counter" planning approval for Building Permits, and other County applications that require approval from a different County department which can be processed by the Community Development Department in a relatively short time. This could include:

1. Modifications to parking and circulation configurations that change the basic parking areas or circulation patterns but result in no change in the number of parking spaces.
2. All structures that require a Building Permit. *<This is the proposal right now, not sure it will remain or if we will just retitile the existing review process we currently go through>*
3. All planning permit approvals to ensure compliance with applicable conditions of approval.
4. Other County applications that may be subject to the provisions of this County Code of Ordinances, including, but not limited to, business license, encroachment, and grading and improvement plans. *<We understand that business licenses are not currently in place, but this is a process that CDD could use should a review of a business license be needed. Also, some of these processes we currently review for Public Works, this would be adding an official process to it.>*

Temporary Use Permits 17.104.080

The Temporary Use Permit establishes a process for review and approval of certain uses that are intended to be of limited duration and will not permanently alter the character or physical facilities of the site where they occur.

Minor Modifications 17.04.090

The Minor Modification process establishes an alternate means of granting relief from the requirements of this Title when so doing would be consistent with the purposes of the Zoning Ordinance and the modification is not related to the variance process.

Emergency Permits 17.04.120

The purpose of this section is to establish procedures for the issuance of Emergency Permits. The procedures of this section apply where persons or public agencies seek a permit for emergency work where the circumstances of an emergency do not allow sufficient time for the permit process otherwise applicable to the work needed to address an emergency.

Home Occupation Permit 17.104.140

These regulations are provided so that certain incidental and accessory uses may be established in residential neighborhoods under conditions that will ensure their compatibility with the neighborhood. They are intended to protect the rights of the residents to engage in certain home occupations that are harmonious with a residential environment. The provisions of this section shall apply to the operation of small, home-operated businesses and occupations in residential dwellings. A home occupation may be permitted as an accessory use in any structure authorized for residential use in the County with a Home Occupation Permit.

Similar Use Determination 17.04.150

The land use table in the proposed code may not include all possible uses. When a specific use is not listed and it is unclear whether the use is permitted, permitted with a permit or Site Review Permit or Site Development Permit, or not permitted, the Similar Use Determination establishes a process for the review and possible addition of new uses to the land use table.

Other Processes

Staff is also seeking input on any changes that should be proposed for the Conditional Use Permit and Site Development/Site Review process.

Wireless Chapter

No new drafts of this chapter are available for review. Staff has reached out to local individuals in the wireless tower industry on July 17, 2021 for information on what kinds of tower design are available and being used. The project team anticipated using that information to begin discussing a framework for how to handle the aesthetic impacts of towers. No responses have been received. In the absence of this information, direction from this Committee is sought on how the ordinance code should handle tower aesthetics, and some considerations could be:

- Should stealth towers be required in every situation?
- Should several design options be available to applicants to choose from?
- Should aesthetics be determined on a case by case basis by the Planning Commission?

Staff welcomes comments on the above items or other proposals in the draft documents. The comment period for feedback on the current draft chapters will end on September 24, 2021. After the close of public comment period, CDD Staff will work with the consultant to revise any chapters and provide them back to the applicable BOS committee, the Planning Commission, and Board of Supervisors for review and consideration. If significant changes are needed to the draft chapters, additional public comment will be sought thru another comment period. Public comments can be submitted after September 24, 2021 and will be included in the record for consideration.



COMMUNITY DEVELOPMENT DEPARTMENT

Quincy Yaley, AICP
Director

Land Use and Natural Resources – Housing and Community Programs – Environmental Health – Building and Safety – Code Compliance

BOARD OF SUPERVISORS

PLANNING COMMITTEE

MINUTES

May 20, 2021

48 Yaney Avenue, Sonora
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PRESENT: Supervisor Ryan Campbell, Supervisor Jaron Brandon, Committee Members Larry Beil, Matt Nutting, Robert Ingalls and Jim Schmidt

ABSENT: Committee Member Sam Segerstrom

STAFF: Quincy Yaley, Community Development Department Director; Richard Walker, Community Development Planning Manager

CALL TO ORDER/WELCOME:

Acting Chairman Campbell called the meeting of May 20, 2021, to order at 3:30.

Acting Chairman Campbell asked staff to complete a roll call for the Commission to see who was present.

Acting Chairman Campbell: Present

Vice-Chair Brandon: Present

Sam Segerstrom: Absent

Robert Ingalls: Present

James Schmidt: Present

Matt Nutting: Present

Larry Beil: Present

Acting Chairman Campbell indicated that there was a quorum.

1. PUBLIC FORUM

Acting Chairman Campbell asked if anyone in the audience wished to address the Committee during this portion of the meeting to speak on any issue not on the agenda. Seeing no one who wished to address the Committee at this time, he closed the public forum.

2. PLANNING COMMITTEE BUSINESS

A. Consideration of the minutes of the meeting of April 15, 2021

It was moved by Vice-Chair Brandon and seconded by Committee Member Schmidt to approve the minutes of April 15, 2021 with corrections.

Acting Chairman Campbell asked staff to roll call for the vote.

Acting Chairman Campbell: Aye

Vice-Chair Brandon: Aye

Sam Segerstrom: Absent

Robert Ingalls: Aye

James Schmidt: Aye

Matt Nutting: Aye
Larry Beil: Aye

Acting Chairman Campbell called for the vote. Ayes, 6; Noes, 0; Abstain, 0.

Motion carried: 6 – 0 – 0 with Chairman Kirk and Committee Member Segerstrom being absent.

B. Reports- Staff and Committee Members

None

3. NEW ITEMS

A. Update on Title 17 – Wireless Communication Ordinance revisions

Quincy Yaley, Community Development Department Director, gave an overview of the Wireless Communication Ordinance revisions. She noted that staff would be emailing a “model ordinance” to Committee members along with stakeholders who expressed interest in the update process. She noted that through research, the consultants have created a series of questions hoping to receive feedback that will assist in creating a more inclusive and streamlined Wireless Ordinance.

A discussion ensued on service gaps and how the proposed “model ordinance” will address that in conjunction with the FCC standards and zoning ordinances.

Acting Chairman Campbell opened the public comment period and asked if there was anyone who wished to speak on the item. Seeing no one, he closed the public comment period and referred the item back to the Committee.

Staff indicated they would continue working on the update.

B. Climate Action Plan Update – Quincy Yaley will provide an update on the County’s forecasted greenhouse gas emissions and reduction targets and discussion of possible strategies for reduction overall greenhouse gas emissions.

Ms. Yaley introduced the Ascent consultant team to give an overview of the mitigation measures for development projects.

Hannah Kornfeld, Ascent consultant, introduced herself and the Ascent team handling the CAP project. She noted that the project is more than halfway completed. She explained that thru the process, they have completed the Greenhouse Gas inventory as well as updated the 2010 baseline, which was done under the 2012 greenhouse gas blueprint. She noted that they have conducted emissions forecasts along with vulnerability assessments that will look at the climate impacts on the County. She noted that during today’s discussion, they will be working on developing strategies that will inform the Climate Action Plan, including both climate adaptation strategies, as well as the greenhouse gas reduction strategies. She gave a brief overview of the greenhouse gas inventory results. She explained the three main gases that the County’s CAP will address are carbon dioxide, methane, and nitrous oxide. She pointed out when discussing reducing greenhouse gas emission, propane, agriculture and transportation are going to be the areas where there will be the most opportunity for reduction.

Commissioner Beil asked if the 3% of emissions created from electricity as indicated in Ascent’s presentation includes the electricity that generated outside the County.

Ms. Kornfeld replied yes.

Ms. Kornfeld noted that the County will have more than half of the emissions coming from road transportation sources.

Commissioner Nutting asked how trips are allocated between tourists and local commuters.

Ms. Kornfeld responded that the VMT estimations account for any trip that starts and ends within the County.

Commissioner Nutting expressed reluctance that the proposed mitigation strategies for transportation emissions would do much in the County.

Acting Chairman Campbell noted that the County's industry is spread throughout the County. He explained there is not one centralized Industrial or Commercial area where there is a huge demand for on street parking. He also expressed concerns with the significant increase in cost for broader public transportation options for relatively minimal demand.

Commissioner Nutting suggested instead of focusing on reducing vehicle trips, finding ways to encourage charging stations, which makes having electric vehicles a more practical option for the community.

Discussion ensued on the types of emission reduction strategies that could be implemented in the County.

Supervisor Brandon discussed moving towards more fuel-efficient options like pellets or more high efficiency stoves.

Commissioner Nutting indicated concerns with limiting the type of fuel residents can burn as they typically utilize fallen trees as firewood. He noted that if the County limited the type of fuel that could be burned, the County would have to address the additional biomass that residence would otherwise not burn.

Acting Chairman Campbell opened the public comment period and asked if there was anyone who wished to speak on the item. Seeing no one, he closed the comment period.

Staff indicated they would continue working on the project.

4. ADJOURNMENT

Acting Chairman Campbell adjourned the meeting.

Respectfully submitted,

Quincy Yaley, AICP

Community Development Department Director

QY:tv



COMMUNITY DEVELOPMENT DEPARTMENT

Quincy Yaley, AICP
Director

Land Use and Natural Resources – Housing and Community Programs – Environmental Health – Building and Safety – Code Compliance

BOARD OF SUPERVISORS

PLANNING COMMITTEE

MINUTES

July 15, 2021

48 Yaney Avenue, Sonora
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(209) 533-5633
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PRESENT: Chair Anaiah Kirk, Supervisor Jaron Brandon, Committee Members Larry Beil, Robert Ingalls and Jim Schmidt

ABSENT: Committee Member Sam Segerstrom and Matthew Nutting

STAFF: Quincy Yaley, Community Development Department Director

* * * * *

CALL TO ORDER/WELCOME:

Chairman Kirk called the meeting of July 15, 2021, to order at 3:30.

Chairman Kirk asked staff to complete a roll call for the Commission to see who was present.

Chairman Kirk: Present
Vice-Chair Brandon: Absent
Sam Segerstrom: Absent
Robert Ingalls: Present
James Schmidt: Present
Matt Nutting: Absent
Larry Beil: Present

Chairman Kirk indicated that there was a quorum.

1. PUBLIC FORUM

Chairman Kirk asked if anyone in the audience wished to address the Committee during this portion of the meeting to speak on any issue not on the agenda. Seeing no one who wished to address the Committee at this time, he closed the public forum.

2. PLANNING COMMITTEE BUSINESS

A. Consideration of the minutes of the meeting of May 20, 2021

It was moved by Committee Member Beil and seconded by Committee Member Schmidt to approve the minutes of May 20, 2021 as presented.

Chairman Kirk asked staff to roll call for the vote.

Chairman Kirk : Abstained
Vice-Chair Brandon: Absent
Sam Segerstrom: Absent
Robert Ingalls: Aye
James Schmidt: Aye
Matt Nutting: Absent
Larry Beil: Aye

Chairman Kirk called for the vote. Ayes, 3; Noes, 0; Abstain, 1.

Motion did not pass: 3 – 0 – 1 with Chairman Kirk abstaining and Committee Member Nutting and Segerstrom being absent.

Ms. Yaley noted that they would bring the minutes of May 20, 2021 to the next BOSPC meeting.

B. Reports- Staff and Committee Members

None

** Reports are a brief oral report from a committee or Commission member and/or County staff, and no Committee or Commissioner action will occur. This item is not intended to include in depth presentations or reports, as those matters should be placed on an agenda for discussion.**

3. NEW ITEMS

A. Presentation on the Title 17 Zoning Code update. For draft chapters, please visit <http://ZoningTitle17.konveio.com> to review and comment.

Ms. Yaley gave an overview of the platform staff is utilizing for reviewing the Title 17 Ordinance Code update. She noted that the official comment period has not begun but wanted to get the documents on the website to ensure the public's ability to utilize the platform and work out any technical issues that may arise. She introduced Amy Sinsheimer, PlaceWorks consultant and handed the meeting off to her.

Ms. Sinsheimer, PlaceWorks consultant, explained the process of updating the Title 17 ordinance thus far. She identified revising the code to make it easier to use and understand. She noted that the code is broken into five articles. Article One is the introduction; Article Two addresses Zoning Districts; Article Three summarizes development standards; Article Four addresses uses that require specific regulations or standards, for example emergency shelter, mobile homes, and timber uses; and Article Five navigates the administrative procedures and enforcements. She noted that the existing code has also been updated to comply with State law, the General Plan, and feedback that was received from staff and the community.

Tanya Sundberg, PlaceWorks consultant, introduced herself and gave the Committee an overview of the wireless tower chapter of the ordinance update. She noted that based on public and committee comments, it was requested to rewrite the wireless ordinance and utilizing the FCC model ordinance. She discussed working with staff and industry representatives to put together some draft design options to assure the options are realistic and feasible by local providers.

Supervisor Brandon joined the meeting and inquired about the updated ordinance having tables to identify different areas where facilities can be located.

Ms. Sundberg responded that there is a land use table that identifies what the permitting requirements are for minor and major wireless facilities. She gave an overview of the definition between a major and minor wireless facility. She discussed the setbacks noting there are not allowances for setback exceptions because it is a matter of public safety.

A discussion ensued on the proposed setback requirements and the proposed service gap distances.

Ms. Yaley gave a presentation on how to review and comment on the Title 17 ordinance thru the konveio platform.

Chairman Kirk opened public comment and asked if there was anyone who wished to speak on the

proposed item.

John Buckley introduced himself and discussed issues with lumping all these proposed changes into one rushed process. He noted it can be overwhelming for average citizens who want to be engaged, thoughtful and balanced in terms of comments.

Chairman Kirk asked if there was anyone else who wished to speak on the item. Seeing no one, he closed the public comment period and referred the item back to the Committee.

Staff indicated that they would taking this item to the Board in early August for their input.

B. Discussion on returning to in person meetings.

Ms. Yaley gave an overview of the expectation of returning to in-person meetings in September. She noted that staff is still working how to allow both in-person and zoom options, but currently there is not infrastructure and staffing in place to allow both in-person and zoom options.

Chairman Kirk opened public comment and asked if there was anyone who wished to speak on the item. Seeing no one, he closed public comment and referred the item back to the Committee.

4. ADJOURNMENT

Chairman Kirk adjourned the meeting.

Respectfully submitted,

Quincy Yaley, AICP

Community Development Department Director

QY:tv