



PLANNING COMMISSION
COUNTY OF ALPINE, STATE OF CALIFORNIA
Administration Building, Board Chambers
99 Water Street, Markleeville, CA 96120

MINUTES
Thursday, May 6, 2021

1. CALL TO ORDER

Chair Nick Hartzell called the meeting to order at 5:04 p.m. with Commissioners Jim Holdridge, Tom Sweeney, and Jeanne Mortimer present. Commissioner Bob Broyer was absent.

A quorum was established.

2. ORAL COMMUNICATION – GENERAL PUBLIC COMMENT

None.

3. MINUTES

3.1. Request approval of regular meeting minutes of February 25, 2021

MOTION: HOLDRIDGE / SECOND: SWEENEY approving the regular meeting minutes.

Commissioner Hartzell – Yes
Commissioner Holdridge – Yes
Commissioner Sweeney- Yes
Commissioner Mortimer - Yes

MOTION CARRIED

4. UNFINISHED BUSINESS

4.1 Planning Commission Bylaws

Zach Wood explained that the Bylaws have not had significant revisions and discussion at previous meeting has been in related to changing the start time. The Bylaws are the formal rules for the Planning Commission. The question is what would work best for the Commission.

Commissioner Mortimer stated that as long as she can participate by Zoom, the 5:00 p.m. start time will be acceptable since she works until 5:00 p.m. If the meetings return to in-person, the 6:00 p.m. start time would work better for her. Commissioner Sweeney noted he preferred the 5:00 p.m. start time. Commissioner Holdridge commented that he is flexible but wondered if 5:30 would be helpful to Commissioner Mortimer.

Chair Hartzell asked if there would be any flexibility for Commissioners who wish to participate by Zoom for future meetings. Zach Wood noted that teleconference meetings were permitted in the past as long as the meetings were publicly accessible. There should be a way to accommodate this. It is not clear how this will be managed for future meetings. The County is planning to upgrade the Board Meeting Room with video and recording equipment. It is not clear what changes might happen at the State level in reference to notices to the public and access to the meeting after the emergency.

Chair Hartzell commented that this could be an opportunity to encourage more participation and make it easier for the public and this would be a great opportunity.

Zach Wood noted that setting a regular meeting time and place in the Bylaws is for the benefit of the Planning Commission and the public.

Staff will prepare recommended changes to the bylaws for discussion at a future meeting of the Planning Commission.

5. NEW BUSINESS

5.1. Housing Element Update

Zach Wood provided a brief orientation on the update of the Housing element. The last revision was in March 2017. The Housing Element update is just getting started and will include workshops. The deadline for the current cycle was 2019. Certain types of funding are tied to having compliant Housing Elements. The County is not aligned with the 6th Cycle.

Beth Thompson of De Novo Planning introduced herself and reiterated that Housing Elements are on a specific cycle, either 5 years or 8 years. Alpine County is on a 5-year cycle and the next update will be due in 2024. This update will include a detailed site analysis which includes capacity and site constraints. The Housing Element will include a list of changes to the County's Zoning Code to comply with state law. The draft Housing Element will be submitted to the state later this year with adoption planned for early next year. Every jurisdiction receives a regional housing needs allocation. Alpine County was assigned an allocation of 2 units (1 low-income and 1 very low-income unit) for this cycle.

A survey will be available on line as well as at County offices to gather information on the community's housing needs and priorities. De Novo is also reviewing the existing Housing Element to update population and employment data and to determine which programs have been implemented or need to be refined. The draft Housing element will be made available to the public and will also be submitted to the State for a 60 day review period. De Novo will respond to any comments from the Department of Housing and Community Development as well as any public comments.

The Planning Commission will then hold hearings on the adoption draft of the Housing Element to be followed by adoption by the Board of Supervisors. The adopted Housing Element will then be submitted to the State again for final 90-day review and certification.

There will be a dedicated Housing Element web page on the County website that will include the surveys and information about the Community Workshop. There are lots of opportunities for the community to be engaged.

Chair Hartzell asked about the new challenges and requirements. Beth responded there are new requirements related to accessory dwelling units (ADUs). ADUs are now allowed on single-family as well as multi-family properties. There is more flexibility in Alpine County to identify constraints since there are areas that are not served by water and sewer.

There are additional emergency shelter requirements as well as requirements related to low barrier navigation centers ("housing first") as a by-right use in multi-family and mixed-use zoning districts in addition to requirements for supportive and transitional housing.

If there are underutilized sites or vacant sites from the previous Housing Element that have not been used, there are criteria to allow affordable housing by right on these sites based on objective development standards. It will be important to have objective development standards.

There are also requirements to affirmatively further fair housing. The State is raising the bar and requiring additional analysis. The County will need to develop and implement programs to make sure County residents are aware of their housing rights.

Chair Hartzell asked if there will be funding opportunities from the State. Beth Thompson confirmed that the State is providing funding for up to date Housing Elements. There are funds to improve the General Plan, and other activities. There are also punitive actions the State can take for non-compliant Housing Elements. The State has CDBG, HOME, and other funding sources available to the County and qualified housing developers for affordable housing development.

6. PUBLIC HEARINGS

None

7. OTHER BUSINESS

7.1. Planner's report

Zach Wood reported that there is funding from the Sierra Nevada Conservancy and CalFire for significant fuels treatment projects. All of these efforts are in line with the Safety Element Goals. The County is looking for participation from private property owners to make these projects successful.

The Housing Element Workshop is scheduled to take place during June. This would be a virtual workshop. Planning Commissioners are encouraged to attend and staff would like to know which date in June would work best (6/3/, 6/10, 6/17, or 6/24). Chair Hartzell asked staff to email the dates out to the Planning Commissioners so they could check their own schedules.

The Housing Element Workshop will be recorded and will be posted on the web. Zach Wood also reported that the short term rental ordinance is expected to be adopted by the Board on May 18. The General Plan Safety Element work is still ongoing and will be going to the Board.

7.2. Items initiated by Commissioners

Commissioner Holdridge inquired about a large area cleared along Emigrant Trail and whether this is one parcel. Zach Wood responded there is an application for a new single-family development on Hawkins Peak Road as part of the West Fork Subdivision and there have been some comments about the vegetation work.

Commissioner Holdridge also inquired about tractor work on a parcel in Alpine Village. Some residents have expressed alarm about this work and the lack of notice. Zach Wood noted that there are no notices required for ministerial permits. When there is a project, applications will be submitted to the County.

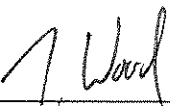
8. ADJOURNMENT

The Planning Commission adjourned at 6:10 p.m. until the next regular meeting of May 27, 2021 at 5:00 p.m.



Nick Hartzell, Chair

Attest:



Zach Wood, Planner III
Alpine County Community Development