



COUNTY OF PLACER
Community Development/Resource Agency

Michael J. Johnson, AICP
Agency Director

**PLANNING
SERVICES DIVISION**

E.J. Ivaldi, Deputy Director

MEMORANDUM

TO: Honorable Board of Supervisors

FROM: Michael J. Johnson, AICP
Agency Director

By: Stacy Wydra, Senior Planner

DATE: October 21, 2014

SUBJECT: NORTH TAHOE AND TAHOE CITY DESIGN REVIEW COMMITTEES

ACTION REQUESTED

1. Adopt a Resolution dissolving the North Tahoe and Tahoe City Design Review Committees and forming a combined Tahoe Basin Design Review Committee.

There is no net County cost associated with this action.

BACKGROUND

In June 1974, the Board of Supervisors adopted Ordinance No. 1768-B authorizing the establishment of design review committees within Placer County as advisory bodies to the Planning Director. In September 1987, the Kings Beach Steering Committee was formed and subsequently renamed and reestablished as the North Tahoe Site Design Review Committee. The North Tahoe Site Design Review Committee territorial boundaries were redefined in October 1993. In April 1990, the Board of Supervisors reconfirmed the establishment of the Tahoe City Site Design Review Committee and its territorial boundaries.

The North Tahoe Design Review Committee was originally comprised of seven members; however, on April 22, 2014, the Board of Supervisors reduced the seven-member Committee to five members. At that same meeting, the Board of Supervisors also approved reducing the number of Committee members of the Tahoe City Design Review Committee from nine members to seven members. Each of the Design Review Committees is comprised of volunteers who reside or own property within their respective Design Review Committee territory. The intent of reducing the number of Committee members was to decrease the number of vacancies on the rosters and increase attendance of the Committee members at the monthly meetings. Unfortunately, the ability to attain a quorum at the monthly meetings continues to be a challenge. Therefore, in a continued effort to ensure a quorum is established, streamline the meeting process, and provide opportunities for a quicker review process for Design Review projects, staff proposes the creation of a single Tahoe Basin Design Review Committee. Staff is requesting that the Board dissolve the existing North Tahoe and Tahoe City Design Review Committees and establish a new Tahoe Basin Design Review Committee.

The proposed Tahoe Basin Design Review Committee boundary includes the areas from the Placer County boundary from the West Shore of Lake Tahoe to the Stateline of California/Nevada, and

defined as the Tahoe Regional Planning Agency Area of Influence as shown on Attachment A. The proposed Tahoe Basin Design Review Committee is entirely within District 5, Placer County.

The proposed Tahoe Basin Design Review Committee would be comprised of a total of seven members with each member being either a resident or property owner within the boundaries as shown on Attachment A. The proposed Tahoe Basin Design Review Committee would meet on a set day and time every month, with additional special meetings scheduled as-needed depending on the number of Design Review applications received. Committee members would serve two-year staggered terms of four and three members respectively.

The proposed Resolution dissolving the North Tahoe and Tahoe City Design Review Committees and forming a combined Tahoe Basin Design Review Committee is attached for your Board's consideration (Attachment B). The Resolution also outlines the jurisdictional boundaries, composition, qualification, and terms of the proposed combined Design Review Committee.

FISCAL IMPACT

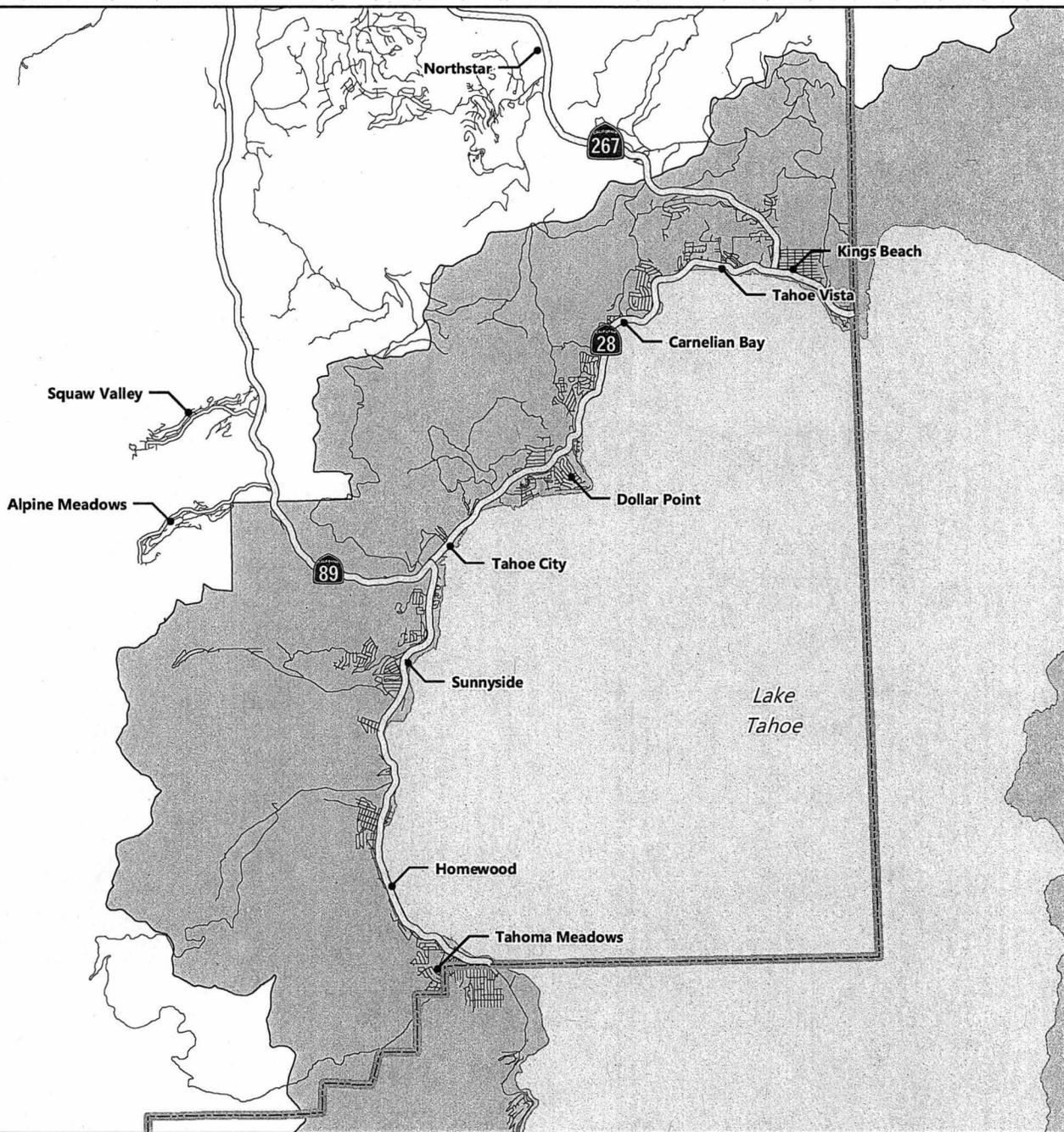
There is no new County cost associated with these actions. As with the two existing Design Review Committees, costs associated with contract secretarial duties can be absorbed in the FY 14-15 budget. The costs associated with the contract secretarial duties may be reduced as the number of meetings may be reduced as a result of the combination of the two Design Review Committees.

ATTACHMENTS

Attachment A: Proposed TBDRC Boundary Map

Attachment B: Proposed Resolution

TBDR Boundary



LEGEND

-  County Boundary
-  TBDR Boundary
-  Lake Tahoe
-  Highway
-  Major Roads
-  Other Roads

DATA DISCLAIMER:

The features on this map were prepared for geographic purposes only and are not intended to illustrate legal boundaries or supercede local ordinances. Official information concerning the features depicted on this map should be obtained from recorded documents and local governing agencies

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Before the Board of Supervisors County of Placer, State of California

In the matter of:
DISSOLUTION OF NORTH TAHOE
SITE DESIGN REVIEW COMMITTEE
AND TAHOE CITY SITE DESIGN
REVIEW COMMITTEE AND FORMATION
OF TAHOE BASIN DESIGN REVIEW COMMITTEE

Resolution No.: _____

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held _____, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Attest:
Clerk of said Board

Chair, Board of Supervisors

Clerk of the Board Signature

Chair Signature

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF PLACER, STATE OF CALIFORNIA, AS FOLLOWS:

WHEREAS, on June 25, 1974, the Board of Supervisors adopted Ordinance No. 1768-B to authorize the establishment of design review committees within Placer County.

WHEREAS, on September 22, 1987, the Kings Beach Steering Committee was formed and subsequently renamed and reestablished as the North Tahoe Site Design Review Committee and its territorial boundaries on October 5, 1993.

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ATTACHMENT B

WHEREAS, on April 20, 1990, the Board of Supervisors reconfirmed the establishment of the Tahoe City Site Design Review Committee and its territorial boundaries.

WHEREAS, the Board of Supervisors wishes to combine these two design review committees in order to create opportunities for cohesion within the Tahoe Basin on issues that impact the area.

NOW, THEREFORE, BE IT RESOLVED by the Placer County Board of Supervisors as follows:

1. The North Tahoe Site Design Review Committee is dissolved effective _____, 2014.
2. Pursuant to County Code section 2.40.010(E) all current appointees to the North Tahoe Site Design Review Committee are removed effective _____, 2014.

BE IT FURTHER RESOLVED by the Placer County Board of Supervisors as follows:

1. The Tahoe City Site Design Review Committee is dissolved effective _____, 2014.
2. Pursuant to County Code section 2.40.010(E) all current appointees to the Tahoe City Site Design Review Committee are removed effective _____, 2014.

BE IT FURTHER RESOLVED by the Placer County Board of Supervisors as follows:

1. TAHOE BASIN DESIGN REVIEW COMMITTEE ESTABLISHED: Pursuant to the provisions of Government Code section 31010, the Tahoe Basin Design Review Committee ("TBDRC") is hereby established effective _____, 2014.
2. TERRITORIAL JURISDICTION: The TBDRC shall represent the territorial area shown on Exhibit "A".
3. COMPOSITION: The TBDRC shall have seven (7) members appointed by the Board of Supervisors.
4. QUALIFICATION FOR MEMBERSHIP: All members shall, at the time of appointment and at all times during term of office, be residents or property owners within the boundaries shown in Exhibit "A".
5. NOMINATION AND TERMS OF OFFICE: Initial and successive members of the TBDRC shall be nominated by the Board member representing district five (5) and appointed by the majority of the Board of Supervisors. Members shall serve staggered two calendar year terms, ending on January 31 of the appropriate year.

For the initial appointment and terms of the members of the TBDRC, members one

through four shall serve from the date of appointment until January 31, 2016. Members five through seven shall serve from the date of appointment until January 31, 2017. Thereafter, members shall be reappointed for a two-year term, staggered as herein described.

6. REMOVAL FROM OFFICE: At any time, members may be removed by a majority vote of the Board of Supervisors. Three unexcused absences in a calendar year will result in removal from the TBDRC, subject to confirmation of removal by majority vote of the Board of Supervisors.
7. VACANCY IN OFFICE: A member's seat on the TBDRC shall become vacant if the member resigns, becomes incapacitated for an extended period of time, is removed pursuant to Section 6, discontinues to reside or own property within the boundaries of the TBDRC or has three unexcused consecutive absences from the regularly scheduled meetings of the TBDRC.
8. DUTIES OF TBDRC: The Design Review Committee shall review a Design Review project ensuring that County ordinance regulations, and adopted design standards and policies are met. Action is taken by the Design Review Committee and a recommendation made to the Planning Services Division.
9. PROCEDURAL RULES: The TBDRC shall adopt rules, regulations and procedures as are reasonable and appropriate for the duties outlined in Section 8 or such additional duties as specifically approved by the Board of Supervisors. In absence of procedures to the contrary, the TBDRC shall be governed by Robert's Rules of Order.
10. RECORDS: The TBDRC shall keep all records of its action in a form prescribed by the County.
11. COMPENSATION: All members of the TBDRC shall serve without compensation.
12. BROWN ACT: The meetings conducted by the TBDRC are subject to and governed by the Ralph M. Brown Act (Gov. Code section 54950 et seq.).
13. MEETING SCHEDULE: Meetings will be called as needed by the chair not to exceed one (1) meeting per calendar month. The location of the meeting shall be noticed in compliance with the Brown Act requirements.

BE IF FURTHER RESOLVED, by the Placer County Board of Supervisors that the Clerk of the Board is directed to prepare and post a special vacancy notice in compliance with Government Code section 54974 for all seven (7) seats on the Tahoe Basin Design Review Committee.