

MONO COUNTY PLANNING COMMISSION

PO Box 347
Mammoth Lakes, CA 93546
760.924.1800, fax 924.1801
commdev@mono.ca.gov

PO Box 8
Bridgeport, CA 93517
760.932.5420, fax 932.5431
www.monocounty.ca.gov

SPECIAL MEETING AGENDA

January 18, 2024 – 9:00 a.m.

Bridgeport Board Chambers
2nd floor County Courthouse
278 Main Street
Bridgeport, CA 93517

This meeting will be held in person at the location listed above. Additionally, a teleconference location will be available where the public and members of the Commission may participate by electronic means. Members of the public may participate in person and via the Zoom Webinar, including listening to the meeting and providing comment, by following the instructions below.

TELECONFERENCE INFORMATION

1. Mammoth Teleconference Location - June Lake Room in the Mono County Civic Center, First floor
1290 Tavern Rd, Mammoth Lakes, CA 93546.

2. Joining via Zoom

You may participate in the Zoom Webinar, including listening to the meeting and providing public comment, by following the instructions below.

To join the meeting by computer

Visit: <https://monocounty.zoom.us/j/87096030508>

Or visit <https://www.zoom.us/> and click on "Join A Meeting." Use Zoom Meeting ID: 870 9603 0508 To provide public comment (at appropriate times) during the meeting, press the "Raise Hand" hand button on your screen and wait to be acknowledged by the Chair or staff. Please keep all comments to 3 minutes.

To join the meeting by telephone

Dial (669) 900-6833, then enter Webinar ID: 870 9603 0508

To provide public comment (at appropriate times) during the meeting, press *9 to raise your hand and wait to be acknowledged by the Chair or staff. Please keep all comments to 3 minutes.

**Agenda sequence (see note following agenda).*

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENT: Opportunity to address the Planning Commission on items not on the agenda.

DISTRICT #1
COMMISSIONER
Patricia Robertson

DISTRICT #2
COMMISSIONER
Roberta Lagomarsini

DISTRICT #3
COMMISSIONER
Jora Fogg

DISTRICT #4
COMMISSIONER
Scott Bush

DISTRICT #5
COMMISSIONER
Chris I. Lizza

3. MEETING MINUTES

- A. Review and adopt minutes of December 21, 2023. (pg. 1)

4. ACTION ITEMS

- A. **Jail Facility Parking Requirement** – A building permit application has been submitted for the new county jail facility at 221 Twin Lakes Rd. in Bridgeport, which is a use not specifically mentioned in the General Plan. The Planning Commission shall determine the amount of required parking. An Addendum was prepared for the project in compliance with CEQA; the building permit is exempt from CEQA. (pg. 4)

5. WORKSHOPS

6. REPORTS

- A. Director (pg. 7)
B. Commissioners

7. INFORMATIONAL/ CORRESPONDENCE

8. ADJOURN to February 15, 2024

NOTE: Although the Planning Commission generally strives to follow the agenda sequence, it reserves the right to take any agenda item – other than a noticed public hearing – in any order, and at any time after its meeting starts. The Planning Commission encourages public attendance and participation.

In compliance with the Americans with Disabilities Act, anyone who needs special assistance to attend this meeting can contact the Commission secretary at 760-924-1804 within 48 hours prior to the meeting to ensure accessibility (see 42 USCS 12132, 28CFR 35.130).

*The public may participate in the meeting at the teleconference site, where attendees may address the Commission directly. Please be advised that Mono County does its best to ensure the reliability of videoconferencing but cannot guarantee that the system always works. If an agenda item is important to you, you might consider attending the meeting in Bridgeport.

Full agenda packets, plus associated materials distributed less than 72 hours prior to the meeting, will be available for public review at the Community Development offices in Bridgeport (Annex 1, 74 N. School St.) or Mammoth Lakes (1290 Tavern Rd, Mammoth Lakes, CA 93546). Agenda packets are also posted online at www.monocounty.ca.gov / departments / community development / commissions & committees / planning commission. For inclusion on the e-mail distribution list, send request to hwillson@mono.ca.gov

Commissioners may participate from a teleconference location. Interested persons may appear before the Commission to present testimony for public hearings, or prior to or at the hearing file written correspondence with the Commission secretary. Future court challenges to these items may be limited to those issues raised at the public hearing or provided in writing to the Mono County Planning Commission prior to or at the public hearing. Project proponents, agents or citizens who wish to speak are asked to be acknowledged by the Chair, print their names on the sign-in sheet, and address the Commission from the podium.

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Draft Minutes

December 21, 2023 – 9:00 a.m.

COMMISSIONERS: Roberta Lagomarsini, Jora Fogg, Scott Bush, Chris Lizza

STAFF: Heidi Willson, planning commission clerk; Brent Calloway; principal planner, Erik Ramakrishnan, Counsel; Wendy Sugimura, director; Rob Makoske, planning analyst; Aaron Washco, planning analyst; Sandra Moberly, Mono County CAO

PUBLIC: Justin Walsh, Sarah Walsh, Heidi V, John Decoster

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE** Meeting called to order at 9:05 am and the Commission lead the Pledge of Allegiance.
2. **PUBLIC COMMENT:** Opportunity to address the Planning Commission on items not on the agenda.
 - CAO Moberly introduced herself to the Commission.
3. **MEETING MINUTES**
 - A. Review and adopt minutes of November 16, 2023.

Motion: Approve the minutes from meeting on November 16, 2023, as presented.
Fogg motion; Lagomarsini second.
Roll-call vote – Ayes: Fogg, Lagomarsini. Abstain Bush, Lizza. Absent Robertson.
Motion Fails 2-0 with 2 abstention and 1 absent.

County Counsel explained that a Commissioner need not have been present at the meeting to approve the minutes, provided the Commissioner believes the other Commissioners and staff have ensured the minutes are accurate.

- Motion:** Approve the minutes from meeting on November 16, 2023, as presented.
Fogg motion; Lagomarsini second.
Roll-call vote – Ayes: Fogg, Lagomarsini, Bush. Abstain: Lizza. Absent: Robertson
Motion passed 3-0 with 1 absence and 1 abstention.

4. ACTION ITEMS

- A. **UPM 23-003 High Sierra June Lake [9:00 am]** Use permit modification to expand High Sierra’s retail-only cannabis operation to also allow cannabis manufacturing (jarring) and distribution (transportation). Applicant proposes expanding into vacant half of their existing commercial building. Currently operating under UP 18-003. An exemption under CEQA Guidelines §15301 and §15303 is proposed.

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Scott Bush

DISTRICT #5
COMMISSIONER
Chris I. Lizza

- Makoske gave a presentation and answered questions from the Commission.
- Public Hearing opened at 9:24 am.
- Applicant gave a comment and answered questions from the Commission.
- No public comments
- Public Hearing Closed at 9:28 am.

Commissioners deliberated the project, which included questions to, answers from, and exchanges with staff and the applicant.

Motion: Find that the project qualifies as a Categorical Exemption under CEQA Guidelines §15301 and §15303 and instruct staff to file a Notice of Exemption; make the required findings as contained in the project staff report; and approve Use Permit Modification 23-004 subject to Conditions of Approval.

Bush motion; Fogg second.

Roll-call vote – Ayes: Lizza, Bush, Fogg, Lagomarsini. Absent Robertson.

Motion Passes 4-0 with 1 absent.

- B. UPM 23-005 **June Lake Brewing [9:20 am]**. Use Permit modification to establish a permanent food truck location, formally reestablish indoor tasting room use, and allow for expanded outdoor seating April 15 – November 1. A permanent food truck was previously permitted with UP 15-003 Ohana’s; this modification would tie the permanent location to the parcel rather than an individual food truck. An exemption under CEQA Guideline §15301 is proposed.

- Calloway gave a presentation and answered questions from the Commission.
- Public Hearing opened at 10:14 am.
- Applicant gave a comment and answered questions from the Commission.
- No public comments
- Public Hearing Closed at 10:25 am.

Commissioners deliberated the project, which included questions to, answers from, and exchanges with staff and the applicant. The Commission requested the following conditions be added to the Conditions of approval:

Add:

5. Parking spaces shall be sufficiently striped or marked to delineate individual spaces, including clear markings for the accessible space.
6. The applicant will work with staff to develop and will comply with a final site plan to relocate ADA parking space #1, identify the additional seating location, identify path of vehicular travel, indicate location of other features, and uses such as port-a-potties and musician stage, and revise parking if needed to ensure standards are met.
7. Limit parking spaces #2-6 to employees and residents subject to disability access laws. Signage shall be posted.

Motion: Find that the project qualifies as a Categorical Exemption under CEQA guideline 15303 and instruct staff to file a Notice of Exemption; Make the required findings as contained in the

project staff report; and approve Use Permit Modification 18-003 subject to Modified Conditions of Approval discussed during the meeting.

Fogg motion; Lagomarsini second.

Roll-call vote – Ayes: Lizza, Bush, Fogg, Lagomarsini. Absent Robertson.

Motion Passes 4-0 with 1 absent.

5. WORKSHOPS- No workshops

6. REPORTS

- Director
 - Sugimura gave a overview of the directors report and answered questions from the Commission.
- Commissioners
 - No Commissioner Report

7. INFORMATIONAL/ CORRESPONDENCE

8. ADJOURN at 10:52 am to January 18, 2024

Mono County Community Development Department

P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800, fax 924-1801
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Planning Division

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January 18, 2024

To: Mono County Planning Commission

From: Brent Calloway, Principal Planner

Re: Bridgeport Jail Parking Requirements

RECOMMENDATION

Approve the parking plan for the new Mono County jail facility as designed.

PROJECT DESCRIPTION

Building plans have been submitted for a new Mono County jail facility located at 221 Twin Lakes Rd. in Bridgeport, CA (APN 008-080-007-000). The proposed project includes a 50-bed institutional housing facility (16,961 square feet [sf]), staff administration and visitor facilities (3,094 sf), and an enclosed vehicle sally (1,760 sf), for a total square footage of 21,815 sf. In addition to the proposed new facilities, the project site includes several existing uses including the Toiyabe health clinic, facilities for the animal services department, and emergency medical services facilities.

The Mono County General Plan Land Use Element Chapter 06 Parking does not specify a parking requirement for a jail use. The General Plan requires that for any uses not specifically mentioned, the Planning Commission shall determine the number or amount of required parking.

Based on discussions with the Sheriff and Public Works Department, the project designer has proposed a total of 45 total spaces for the project broken down as 31 total spaces available to the public and 14 spaces behind a secured fence and reserved for staff. The parking layout includes accessible and electric vehicle capable spaces as required by the building code. The total parking space count does not include the enclosed vehicle sally.

The site plan (attachment A) shows 10 public spaces available directly in front of the jail lobby/visitor entrance, 14 staff spaces behind a security fence and 21 spaces along the northern edge of the campus as shared parking to accommodate the existing uses and serve as additional visitor and staff parking during periods of peak use.

Parking calculations are indicated below in Table 1. Parking for existing uses and Sheriff staff are based on estimates by the staff using the existing facilities and the Sheriff's office based on maximum total staffing, for a total of 26 spaces. The closest use in the parking requirement table of the General Plan to estimate the administrative and visitor use parking requirement is "general

services and offices,” which requires one parking space per 200 square feet. Using that requirement, the 3,094 square foot administrative and visitor use would require 15 spaces. Four parking spaces for service/care providers for inmates, which is a unique need based on the jail use, are provided. Parking between the existing uses and the jail can also be shared to provide overflow parking for any of the uses on the parcel. The total estimated required spaces for the existing uses, Sheriff staff and administrative/visitor uses, and service/care providers is therefore 45 spaces.

Table 1. Parking Calculations

Sherriff (staff)	14
Existing Uses/Overflow	12
Public (1/200sf services/office) estimated	15
Visitors, service/care providers	4
Total Required Spaces	45
Total Proposed Spaces	45

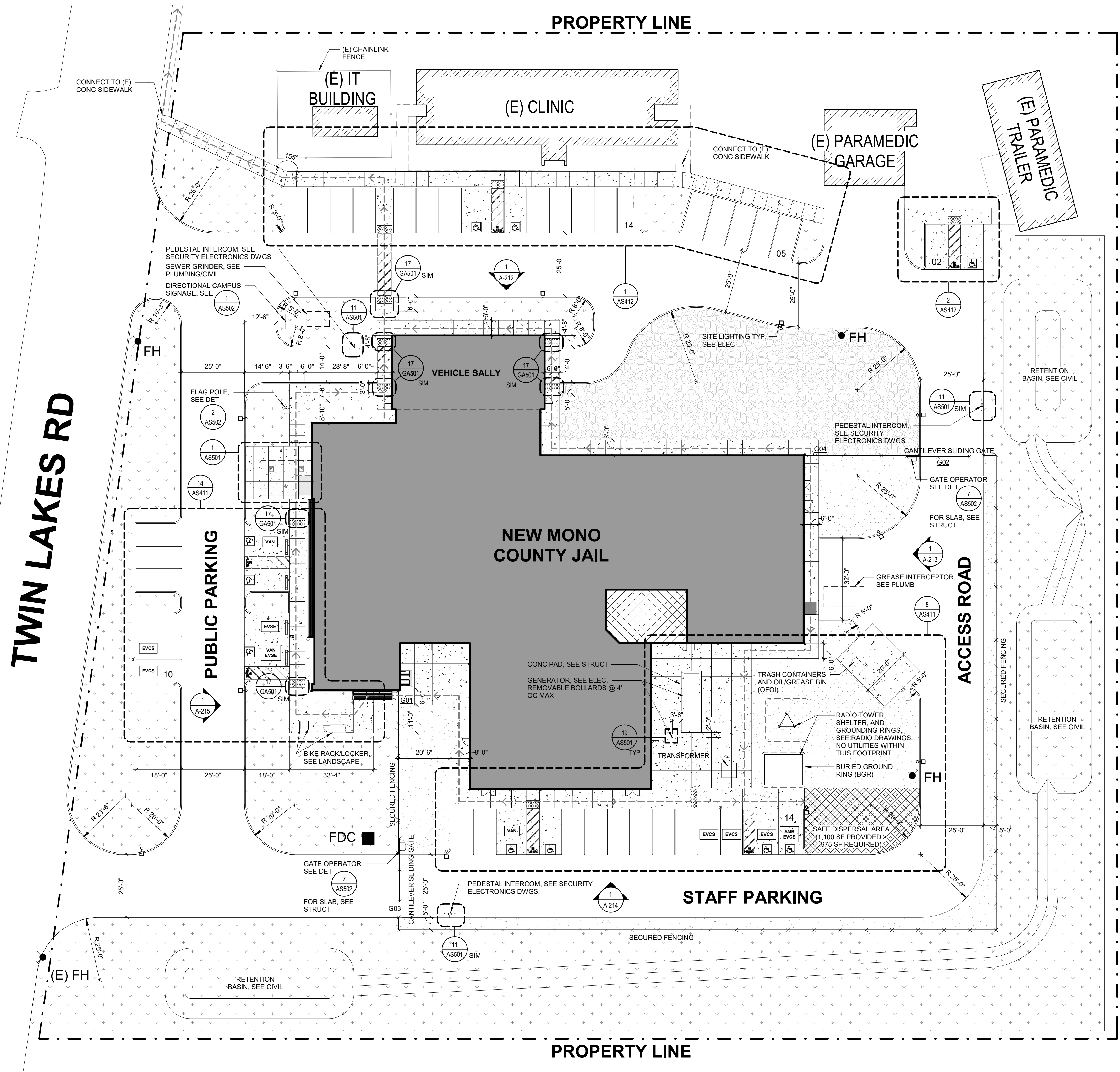
This staff report has been reviewed by the Community Development Director.

Attachments

A. Site Plan

IF THIS SHEET IS NOT 30"x42", IT IS A REDUCED PRINT - SCALE ACCORDINGLY.

9/8/2023 8:47:35 PM BIM 360://018133 Mono Jail018133_ARCH\MSTR_FC01_CENTRAL.rvt



GENERAL NOTES

- FOR SYMBOLS LEGEND AND ARCHITECTURAL ABBREVIATIONS, SEE SHEET G-001.
- ALL DIMENSIONS ARE TO FACE OF STUD FACE OF CONCRETE MASONRY OR CENTERLINE OF COLUMN GRIDS, UNLESS NOTED OTHERWISE. CLEAR DIMENSIONS AT DOORS, ACCESSORIES, AND PLUMBING ARE TO FACE OF FINISH TYP.
- SEE CIVIL DRAWINGS FOR GRADING AND DRAINAGE AROUND THE BUILDING.
- SEE CIVIL AND LANDSCAPE DRAWINGS FOR DETAILS OF IMPROVED FLATWORK AREAS NOTED ON THESE SHEETS.
- COORDINATE UTILITY INFORMATION WITH CIVIL, LANDSCAPE, MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS.
- ALL ITEMS ARE CONSIDERED NEW UNLESS IDENTIFIED AS EXISTING, THESE NEW ITEMS SHALL BE INCLUDED IN THE CONTRACT UON.
- SEE LANDSCAPE DRAWINGS FOR WALKWAY JOINT DETAILS.
- CROSS-SLOPE OF NEW PAVING/WALKWAYS SHALL NOT EXCEED 1.5%. SLOPE ALONG THE PATH OF TRAVEL SHALL NOT EXCEED 5% UNLESS OTHERWISE NOTED.
- ALL EXTERIOR MASONRY SURFACES ARE TO RECEIVE ONE COAT OF WATER REPELLENT PRODUCT. SEE LEGEND BELOW FOR LOCATIONS WHERE A SECOND APPLICATION OF (ANTI-GRAFFITI) COATING IS REQUIRED ON THE BUILDING WALL SURFACES.

SITE LEGEND

	PROPOSED BUILDING		CONCRETE SIDE WALKS AND PADS, SEE CIVIL AND LANDSCAPE DRAWINGS
	(E) BUILDING		AC PAVING
	LANDSCAPING, SEE LANDSCAPE DRAWINGS		SECURITY WOVEN MESH
	DECOMPOSED GRANITE SURFACE, SEE LANDSCAPE DRAWINGS		SAFE DISPERSAL AREA
	CRUSHED DECORATIVE AGGREGATE SURFACE, SEE LANDSCAPE DRAWINGS		FH FIRE HYDRANT
	ACCESSIBLE PATH OF TRAVEL (BARRIER-FREE ACCESS ROUTE WITHOUT ANY ABRUPT LEVEL CHANGES EXCEEDING 1/2" IF BEVELED AT 1:2 MAX SLOPE OR VERTICAL LEVEL CHANGES NOT EXCEEDING 1/4" MAX AND AT LEAST 48" IN WIDTH. SURFACE IS STABLE, FIRM, AND SLIP RESISTANT. CROSS SLOPE DOES NOT EXCEED 1.5% AND SLOPE IN THE DIRECTION OF TRAVEL IS LESS THAN 5% UNLESS OTHERWISE INDICATED. ACCESSIBLE PATH OF TRAVEL SHALL BE MAINTAINED FREE OF OVERHANGING OBSTRUCTIONS TO 80" MINIMUM AND PROTRUDING OBJECTS GREATER THAN 4" PROJECTION FROM WALL BETWEEN 27" AND 80" ABOVE GRADE. SEE CIVIL DRAWINGS FOR SIDEWALK AND PAVED ROAD LOCATIONS, TYP.)		FDC FIRE DEPARTMENT CONNECTION

GATE SCHEDULE

GATE NO.	GATE TYP.	NO OF PANELS	HEIGHT	WIDTH	DETAIL	HARDWARE GROUP	COMMENTS
G01	SWING CHAINLINK	1	7'-0"	4'-0"	10 / ASS03	DH7	--
G02	SLIDING CHAINLINK	1	12'-0"	24'-0"	7 / ASS02	08	--
G03	SLIDING CHAINLINK	1	12'-0"	24'-0"	7 / ASS02	08	--
G04	SWING CHAINLINK	1	7'-0"	4'-0"	10 / ASS03	DH7	--

PARKING CALCULATIONS

ELECTRIC VEHICLE (EV) CHARGING PER CALGREEN TABLE 5.106.5.3.1

PARKING AREA	TOTAL NUMBER OF PARKING SPACES	NUMBER OF REQUIRED EV CAPABLE SPACES	NUMBER OF EVCS (EV CAPABLE SPACES PROVIDED WITH EVSE)
PUBLIC/STAFF	45	8	2

REQUIRED ACCESSIBLE PARKING SPACES PER TABLE 11B-208.2 AND SECTION 11B-208.2.4

PARKING AREA	TOTAL NUMBER OF PARKING SPACES	MINIMUM NUMBER OF REQUIRED ACCESSIBLE PARKING SPACE	MINIMUM NUMBER OF VAN ACCESSIBLE PARKING SPACES
PUBLIC	31	2	1
STAFF	14	1	1

ACCESSIBLE SPACES REQUIREMENTS PER CBC TABLE 11B-228.3.2.1 AND SECTION 11B-228.3.2 WITH SECTION 11B-812

PARKING AREA	TOTAL NUMBER OF EVCS AT A FACILITY	MINIMUM NUMBER OF EVCS REQUIRED TO COMPLY WITH SECTION 11B-812		
		VAN ACCESSIBLE	STANDARD ACCESSIBLE	AMBULATORY
PUBLIC/STAFF	26-50	1	1	1

ACTUAL PARKING COUNT

PARKING AREA	STANDARD SPACES	VAN ACCESSIBLE PARKING SPACES	STANDARD ACCESSIBLE PARKING SPACES	NUMBER OF REQUIRED EV CAPABLE SPACES	NUMBER OF EVCS (EV CAPABLE SPACES PROVIDED WITH EVSE)	TOTAL
PUBLIC	21	1	1	8	2	31
STAFF	9	1	0	4	0	14

CONSTRUCTION DOCUMENTS

SEPTMBER 11, 2023

MANAGEMENT
 LIONAKIS PROJECT NO: 018133
 CLIENT PROJECT NO:
 COPYRIGHT: LIONAKIS 2022

TITLE
SITE PLAN

SHEET
AS101

LIONAKIS

2025 Nineteenth Street
 Sacramento CA 95818
 P 916.658.1900
 www.lionakis.com

GOVMOTUS No.22-N-3854-CP-DR

AGENCY

CONSULTANT

SEAL

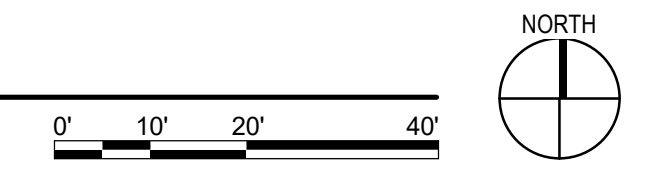
PROJECT
MONO COUNTY NEW JAIL

221 TWIN LAKES RD
 BRIDGEPORT, CA 95317

CLIENT
 MONO COUNTY PUBLIC WORKS DEPARTMENT
 P.O. BOX 457, BRIDGEPORT, CA 95317

ISSUED	MARK	DATE	DESCRIPTION

1 SITE PLAN
 1" = 20'-0"



Mono County Planning Division*: Current Projects

January 18, 2024

*Does not comprehensively include transportation, LAFCO, building, code compliance, etc. projects

Completed		
Lot merger	Swall Meadows	
Lot merger	June Lake	
Lot merger	Walker	
Cell Tower compliance	Chalfant	cell tower construction out of compliance with UP, resolved with applicant

Active Planning Permit Applications		
Permit Type	Community	Description
UPM	June Lake	Year-round food truck at JLB: continuing to finalize site plan
GPA/SP/Cnnbs UP PC interpretation	Tri-Valley	cannabis cultivation, convert RR to SP - recommended for approval by PC, at Jan. 16 Board meeting
GPA/SP	Bridgeport	Jail facility parking requirement
GPA/SP	Mono Basin	STRs & campground, awaiting applicant approval of CEQA costs
GPA/SP	Sonora Junction	Permit existing nonconforming campground, change LUD from RM to SP, awaiting applicant response
UP	June Lake	New RV Park (Bear Paw), updating CEQA cost, in process
UP	Walker	RV Storage facility, awaiting applicant response
UP	Bridgeport	500 sf wood shop & 1400 sf caretaker home
DR	Swall Meadows	cargo container for storage
LLA	Coleville	adjustment & merger - awaiting new docs
LM	June Lake	Highlands II
LM	Walker	merger of ER parcels

Active Policy/Planning Projects		
Name	Community	Description
Biomass Facility	Mammoth Area	Assist with land use planning issues as necessary; will submit comments on USFS project
Review State Minimum Fire Safe Standards and update General Plan regulations	Countywide	Will be a separate GPA, received determination that new regulations do not apply to existing roads
Whitmore Area Planning	Mammoth Area	Coordinate with Town, USFS, BLM, LADWP on plans to expand recreation uses at Whitmore Recreation Area, including a possible dog park.
Tri-Valley Groundwater Model	Tri-Valley	Manage a state grant to develop a groundwater model in the Tri-Valley - contract with Inyo Water Department to manage project approved on 12/12.
Housing Policy	Countywide	Housing Element tracking and policy development per Board's direction, collaborating with new Housing Manager
Special District Study	Countywide	nearing completion - April 2024
Multi-Jurisdictional Hazard Mitigation Plan Update	Countywide	underway; in collaboration with the Town of Mammoth Lakes; RFP about to be released

North County Water Transfer Project	North County	Continuing to work on a program in-house that would describe a water transfer program to benefit Walker Lake
Transportation projects of note	Countywide	working on 24-25 OWP; update regional transportation plan; collaborating with Caltrans on Lee Vining and Bridgeport street rehabilitation projects, and traffic calming for Walker Main Street
US 395 Wildlife Crossings	Long Valley	Project committee to construct wildlife crossings on US 395; Caltrans lead
Silver Peak SCE project	S. County/Tri-Valley	Replacement of power poles and hardening electrical infrastructure; Planning providing comments per General Plan
Active Policy/Planning Projects		
Towns to Trails Planning	Countywide	Participate in effort by ESCOG/MLTPA
RVs as residences	Countywide	Board workshop on Dec. 5: direction to consider eliminating two-acre minimum for new RV parks, work on broader GPA, County to work on safe park facility. Lower priority: investigate if existing RV parks could increase stay lengths and/or stay open in winter to be part of the solution.
Revision to Chapter 11	Countywide; Antelope Valley	on hold pending staffing resources
Cannabis Odor Standards	Countywide	Low priority
Sage grouse conservation	countywide	update of Bi-State Action Plan, monitor and comment on USFWS listing in progress, collaborate with DWP on habitat conservation

Acronyms:

AG	Agriculture
BOS	Board of Supervisors
CEQA	California Environmental Quality Act
DR	Director Review
ESCOG	Eastern Sierra Council of Governments
GHG	Greenhouse Gas
GPA	General Plan Amendment
LLA	Lot Line Adjustment
LTC	Local Transportation Commission
LUD	Land Use Designation
MFR-M	Multi-Family Residential - Medium
MLTPA	Mammoth Lakes Trails and Public Access
MU	Mixed Use
PC	Planning Commission
RR	Rural Residential
SP	Specific Plan
STR	Short-Term Rental
UP	Use Permit
VHR	Vacation Home Rental
VMT	Vehicle Miles Traveled