

MINUTES

MEETING OF THE BOARD OF DIRECTORS OF THE TRUCKEE TAHOE WORKFORCE HOUSING AGENCY

June 17, 2020, 8:30am

1. CALL TO ORDER: 8:30am
Directors Present: Harry Weis, Tahoe Forest Health System
Dr. Robert Leri, Tahoe Truckee Unified School District
Kevin Smith, Truckee Tahoe Airport District
Steven Poncelet, Truckee Donner Public Utility District

Also Present: Emily Vitas, Executive Director
Ted Owens, Tahoe Forest Hospital District
Rem Scherzinger, Incoming Truckee Donner PUD General Manager
2. PUBLIC COMMENT
No public comment was made.
3. CONSENT ITEMS
 - a. Approve Minutes of the May 20, 2020 Meeting
Motion to approve made by Director Leri. Seconded by Director Smith.
Ayes: Smith, Leri, Weis, Poncelet
Noes: None
4. REPORTS AND PRESENTATIONS
 - a. Deed Restriction Presentation by Emily Setzer of Placer County
Emily presented an update on the soon to be implemented Placer County deed restriction program. Board discussion ensued.
This presentation was for informational purposes only, no motion required.
No public comment.
 - b. Employee Housing Needs Assessment Update by Wendy Sullivan of WSW Consulting
Wendy Sullivan provide an update to the Board on the Employee Housing Needs Assessment. The board requested that Wendy provide presentations to the member agencies' board of directors once the assessment is complete.
Board discussion ensued.
This presentation was for informational purposes only, no motion required.
No public comment.
 - c. Executive Director Report
 - i. TTWHA Housing Programs
 1. Master Leasing: Emily Vitas provided an update on a master leasing program outline that the agency can utilize when they are ready to pursue this activity. Director Weis asked that rate sheets outlining what TTWHA can rent homes for, and what employees can afford, be created as part of the process.

- ii. Agency Operations
 - 1. Accounting: Emily shared that financials will be included in the board packet starting in July.
 - 2. Annual Work Plan: Emily provided an overview of the current activities of the annual work plan.
- iii. Community Engagement
 - 1. Project Tracking and Developer Relations: Emily provided an update on regional development and conversations with developers.
- iv. Regional Housing Update
 - 1. Mountain Housing Council of Tahoe Truckee: Emily provided an update on the upcoming second initiative of the Mountain Housing Council.
 - 2. Town of Truckee: Emily provided an update on housing activities that the Town of Truckee is currently focused on.

No public comment.

5. ITEMS FOR BOARD DISCUSSION

- a. Review Agency Logo Design Options
Board discussion ensued. Director Smith notified Emily that, in an effort to streamline the process, she can share the next round of edits electronically and that they did not need to wait until the next board meeting to review revisions.
No public comment

6. ITEMS FOR BOARD ACTION

- a. Review and Approval of Resolution to Revise the Annual Audit Requirement
Director Weis informed the board that because agency activities started so late in the 2019-20 Fiscal Year, a resolution had been drafted to allow for a 15-month audit once the 2020-21 Fiscal Year is completed. Upon completion of the first audit, the agency will return to the agreed-upon annual audits. Director Poncelet requested that a Fiscal Year 2019-20 accounting summary be provided to the board at the July meeting.
Motion to approve made by Director Poncelet. Seconded by Director Leri.
Ayes: Smith, Leri, Weis, Poncelet
Noes: None
- b. Review and Approval of Amended Budget
Director Weis informed the board that the previously approved budget accounted for the 12-month 2020-21 Fiscal Year. The amended budget incorporates the three months of the 2019-20 Fiscal Year, since the agency began operations.
Motion to approve made by Director Smith. Seconded by Director Poncelet.
Ayes: Smith, Leri, Weis, Poncelet
Noes: None
No public comment
- c. Review and Possible Approval of Insurance Policy Quote and Resolution to Approve the Form of and Authorization of the Execution of a Sixth Amended Joint Powers Agreement and Authorization of Participation in The Special District Risk Management Authority's Property/Liability Program
Board discussion ensued.
Motion to approve made by Director Leri. Seconded by Director Smith.
Ayes: Smith, Leri, Weis, Poncelet
Noes: None
No public comment.

- d. Review and Possible Approval of Housing Match Program Proposal
Board discussion ensued.
A motion to approve was made by Director Smith. Seconded by Director Leri.
Ayes: Smith, Leri, Weis, Poncelet
Noes: None
No public comment

- 7. DIRECTOR COMMENTS
Director Leri reminded the board that he will be retiring soon and his alternate, Todd Rivera, will sit in his place until a new Superintendent for the School District has been selected.

- 8. ADJOURN
Motion to adjourn was made by Director Smith. Approved by Director Leri.
The board adjourned at 10:13am.

Harry Weis, Board Chair

Dr. Robert Leri, Board Secretary

Truckee Tahoe Workforce Housing Agency

BALANCE SHEET

As of July 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Gold Business Checking (6993)	261,070.61
Total Bank Accounts	\$261,070.61
Total Current Assets	\$261,070.61
TOTAL ASSETS	\$261,070.61
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	27,676.11
Total Accounts Payable	\$27,676.11
Total Current Liabilities	\$27,676.11
Total Liabilities	\$27,676.11
Equity	
Retained Earnings	
Net Income	233,394.50
Total Equity	\$233,394.50
TOTAL LIABILITIES AND EQUITY	\$261,070.61

Truckee Tahoe Workforce Housing Agency

PROFIT AND LOSS

January - July, 2020

	TOTAL
Income	
Total Income	
GROSS PROFIT	\$0.00
Expenses	
Housing Programs	
Housing Needs Assessment	11,818.93
Total Housing Programs	11,818.93
Marketing & Advertising / Community Outreach	
Marketing and Advertising	1,848.50
Total Marketing & Advertising / Community Outreach	1,848.50
Operating, General, and Administrative Expenses	
Insurance	4,969.17
Office Supplies	303.19
Total Operating, General, and Administrative Expenses	5,272.36
Payroll and Employee Benefits	
Salaries and Wages	29,271.71
Total Payroll and Employee Benefits	29,271.71
Professional Services	
Legal	15,919.00
Website Design	2,475.00
Total Professional Services	18,394.00
Total Expenses	\$66,605.50
NET OPERATING INCOME	\$ -66,605.50
Other Income	
Contributions from Other Governments	300,000.00
Total Other Income	\$300,000.00
NET OTHER INCOME	\$300,000.00
NET INCOME	\$233,394.50

Meeting Date: August 19, 2020
Prepared By: Emily Vitas, Executive Director
Agenda Item: TTWHA Housing Programs Update

Employees Housing Needs Survey

We received 828 responses (roughly 50% of member agency employees) to the employee survey, and closed the survey on July 31. Each agency has received their survey raw response data to review while Wendy works on the draft report. The draft will be delivered to the board in late August for review, with the final report to be delivered to the board by late September.

Employee Housing Match Program

At the June 17 meeting, the Board of Directors approved a program with Landing Locals to help unlock existing housing for our employees. The pilot program was created to respond to our employees' immediate housing needs while completing the Employee Housing Needs Assessment.

The Housing Match Program kicked off on July 1, with an announcement to our member agencies' staff, our community partners, and regional publications. It was followed by a mailer, sent to 5,000 second-home owners, on July 13. Since then, we have provided regular program updates to the board and agency staff, and have connected with a number of employees and homeowners.

In the program's first month of execution, we have:

- Helped three employees secure long-term leases in two homes. The first home went to two TTUSD educators and their children, the second to an ultrasound technician with TFHD.
- Received 34 housing inquiries from TTWHA member agency employees (27 TFHD, 5 TTUSD, 2 TTAD, 0 TDPUD).
 - Some of the recurring reasons for needing housing include: need a shorter commute, need a bigger home, can no longer afford their current home, and want to live without roommates.
- Since July 13 (when mailers went out to homeowners), we've heard from 23 homeowners and listed two homes.

Challenges and observations (as shared by Landing Locals) from the program's first month:

- Many of the homes we are receiving calls about are furnished winter rentals, or the owners want to price their units above \$1,000 per bedroom. Neither of these options are desirable for TTWHA employees.
- Currently, Truckee-Tahoe is seeing a surge in the real estate market, and many of the second-home owners are selling their homes to out-of-area remote workers. This has led to tighter rental inventory (as some of these homes previously had local tenants who now need to find a new home). Some homeowners who had previously thought of renting long-term are now seeing that it is advantageous to sell their home instead.

Meeting Date: August 19, 2020
Prepared By: Emily Vitas, Executive Director
Agenda Item: Executive Director Report

This report will be used to provide updates on activities not included for review/approval on the agenda.

AGENCY OPERATIONS

Accounting

In September, we will plan to transition from the airport's accounting support to a contracted accounting team. Per our purchasing policy, I will secure three proposals for these services and present them to the board at the September board meeting. Please share any recommendations if there are agencies you've had positive experiences with.

Annual Work Plan

Please see the attached work plan with quarter three activities highlighted in blue. The items highlighted in yellow have not yet commenced for this quarter or will occur in quarter four. Please see explanations for these items in the notes column on the spreadsheet.

Part of our upcoming Board Retreat will include review of the annual work plan, with proposed alterations to meet our goals and needs for the remainder of the 2020-21 fiscal year. The Employee Housing Needs Assessment will allow us to develop strategy and goals based on our employees needs that will likely shift the focus of our work.

Agency Logo

The logo design process with POND Collective has been completed and we selected the logo included below. Thank you for your input on the design process; the logo selected received the highest votes by the board. With completion of our logo we will move forward with development of materials (letterhead and business cards to start), and begin a design process for the website.



Agency Website Design

We have contracted with Mangrove Web Development out of Truckee to lead a website design process. We also received quotes from Mark Smith Design of Tahoe City and POND Collective of Truckee. The website design work is underway and the site will be complete by mid-September.

COMMUNITY ENGAGEMENT

The following list includes those that I have met, and community meetings I've attended, since our last board meeting. Please let me know if you'd like further information on any of these connections.

Mountain Housing Council of Tahoe Truckee Quarterly Meeting

Aaron Nousaine, BAE Urban Economics – Placer County Deed Restriction

Alex MacLennan, Tahoe Forest Hospital District – Employee Housing Needs Assessment

Daniel Fraiman, Daniel Fraiman Construction – Potential project partnership

Heidi Allstead, Martis Fund – Monthly housing meeting

Joan Zappettini, Tahoe Truckee Unified School District – Employee Housing Needs Assessment

John Radebold, Housing Advocate and Property Manager – Project update
Jesse Strzok, Tahoe Donner Association – Master leasing activities
Kane Schaller, Dickson Realty – Housing market
Seana Doherty, Town of Truckee – Bi-monthly housing meeting
Sean Ryan, Facebook – General workforce housing
Stacy Caldwell, Tahoe Truckee Community Foundation – General housing discussion

REGIONAL HOUSING UPDATE

The following is not a comprehensive list of regional housing activities, rather an overview of items that have been gathered through meetings over the previous two months.

Mountain Housing Council of Tahoe Truckee

- Mountain Housing Council 2.0 hosted its first meeting on July 17. The partners gathered to discuss actions and indicators to track, and work groups to convene, for the three-year initiative.
- Indicators discussed include tracking units (new, retained, unlocked) for our local workforce, aligning and attracting financial capital to the region for achievable housing, and engaging the community in accelerating solutions.
- Work that the partners would like MHC to focus on includes development of the Regional Housing Action Plan with a strategy for implementing the development HUB, attraction of funds to accelerate housing, statewide policy and advocacy, and grassroots community engagement.

Placer County

- The County's proposed deed restriction program was presented to the Board of Supervisors (BOS) on July 27. The board provided feedback on the proposed program, with a request to refine the program and return to the BOS for approval by October 2020.

Town of Truckee

- On August 11, Town Council voted to expedite the development of a short-term rental (STR) ordinance. A draft ordinance, scheduled to be put together in six weeks' time, will create rules minimizing nuisance, an admin framework to license STR operators, and an enforcement structure for such rules.
- Town of Truckee Town Council approved the November 2020 ballot measure to provide ~\$700,000 in general fund dollars, through the increase in Transient Occupancy Tax fees, to support projects within the Town of Truckee, including projects and programs related to housing, fire, and open space.
- The Town is working on a long-term rental incentive program that will incentivize homeowners to convert their short-term rentals to long-term. The proposed program would be in partnership with Landing Locals and will focus on increase housing supply. This program will complement the program we have in place with Landing Locals as our employees contribute to the housing demand within town boundaries.
- Town staff are working closely with Placer County on development of the County's deed restriction program in hopes of also implementing the program in the future. Participation may be dependent on the November ballot measure passing so funds are available to finance the deed restrictions.
- There are currently 280 deed restricted units within the Town of Truckee boundaries. Town staff are working to identify and track these units to ensure they are being rented to local workforce. There may be an opportunity for TTWHA in connecting with the owners of these units to provide trusted, locally-employed tenants.

TTWHA 2020-21 DRAFT Work Plan

Agency Goals

- x Acquire rights to use of existing housing including single-family, multi-family, congregate and other forms of housing owned by the private sector or other public agencies.
- x Participate financially in the development of workforce housing with the right to use all or a portion of the developed units for workforce housing
- x Dedicate agency property for use in developing workforce housing
- x Participate in the development of JPA member property through joint project agreements
- x Encourage development of workforce housing in the Truckee-Tahoe area by other public and private agencies
- x Participate in workforce housing initiatives, studies, and programs
- x Work cooperatively and in a coordinated manner with City, County, and regional agencies in their efforts to foster development of workforce housing

Activities and Strategies to Support Goals

Establish and maintain the Agency's administrative and operational foundation

Key Activities and Tasks	Q2 2020	Q3 2020	Q4 2020	Q1 2021	Q2 2021	Person/s Responsible	Status	Notes
Operational Activities								
Open bank account	X					Emily	Complete	
Activate website	X					TFHD	Complete	
Establish email system	X					Emily	Complete	
Establish phone number	X					TFHD	Complete	
Secure PO Box	X					TFHD	Complete	
Obtain Tax ID	X					Emily	Complete	
Secure insurance coverage	X					Emily	Complete	
Tracking of agency resolutions, certifications, and licenses	X	X	X	X	X	Emily	Ongoing	
Development of policies and procedures	X	X	X	X	X	Emily + Brent	Ongoing, as needed	
Strategic Planning								
Board strategy session		X				Emily + Board		To be held in late September / early October
Strategic Plan development		X	X			Emily		To be completed after Board Retreat
Board Engagement and Support								
Meeting management	X	X	X	X	X	Emily	Ongoing, monthly	
Meeting minutes	X	X	X	X	X	Emily + Secretary	Ongoing, monthly	In coordination with Board Secretary
Monthly progress reports to board	X	X	X	X	X	Emily	Ongoing, monthly	Included in board packet
Fiscal Management								
Meetings with accounting personnel	X	X	X	X	X	Emily	Ongoing, monthly	
Hiring of bookkeeper			X			Emily		Dependent on board interest / decision
Secure relationship with CPA				X		Emily		
Management of financials	X	X	X	X	X	Emily + Accountant	Ongoing, monthly	
Monthly financial reports to the board	X	X	X	X	X	Emily + Accountant	Ongoing, monthly	

Establish strong agency presence and purpose throughout the region

Key Activities and Tasks	Q2 2020	Q3 2020	Q4 2020	Q1 2021	Q2 2021	Person/s Responsible	Status	Notes
Community Engagement								
Participation in Mountain Housing Council		X	X	X	X	Emily		Quarterly meetings
Engage with local associations	X	X	X	X	X	Emily		Chamber + CATT to start
Outreach to regional developers	X	X	X	X	X	Emily		Develop contact/project tracker
Outreach to local jurisdictions and agencies	X	X	X	X	X	Emily	Ongoing	Co-create housing industry professional network (Jurisdictions, Martis Fund, NPOs, Landing)
Attendance at housing-related community meetings	X	X	X	X	X	Emily	Ongoing	Town, Counties, development-related meetings
Marketing and Communications								
Logo development	X	X				Emily + Designer	Complete	
Website build-out	X	X				Emily + Designer		
Management of PR and media relations	X	X	X	X	X	Emily	Ongoing	
Develop advertising campaigns						Emily	As needed	
Develop marketing materials						Emily	As needed	

Activities and Strategies to Support Goals

Management and development of housing-related projects and programs that support agency goals

Key Activities and Tasks	Q2 2020	Q3 2020	Q4 2020	Q1 2021	Q2 2021	Person/s Responsible	Status	Notes
Employee Housing Needs Assessment (EHNA)								
Project management	X	X				Emily + Agency Personnel	Ongoing through September 30	
Agency Sub-group for Housing Program Development	X	X	X	X	X	Emily + Agency Personnel	On hold	To commence upon completion of Employee Housing Needs Assessment
Develop rate sheet for housing		X	X			Emily	On hold	To commence upon completion of Employee Housing Needs Assessment
Unlock existing housing								
Program development	X					Emily		Dependent on board interest/approval
Project management		X	X			Emily		Dependent on board interest/approval
Leasing of newly developed units								
Developer relations	X	X	X	X	X	Emily		
Development tracker	X	X	X	X	X	Emily		
Leasing strategy		X	X			Emily + Board	On hold	To commence upon completion of Employee Housing Needs Assessment and Board Retreat
Agency-owned land development strategy								
Agency land map				X	X	Emily		
Addition of agency partners								
Agency tracker				X	X	Emily		

Meeting Date: August 19, 2020

Prepared By: Emily Vitas, Executive Director

Agenda Item: Discuss Advocacy Requests and Development of an Agency Advocacy Policy

BOARD REQUEST: Discuss needs and guidelines, and provide direction on the development of an Agency Advocacy Policy.

BACKGROUND:

As we become more active, in both the community and regional housing initiatives, it is important to have a policy that clearly defines how we address and advocate on issues affecting housing, our Agency, employees, and community.

Examples of instances that may warrant an advocacy conversation among the board:

- A request to endorse a candidate for public office, ballot measure, or other
- A request to support an individual development project
- Housing code, policies, or legislature that may affect our agencies and/or employees

Questions to ask when determining the policy

- How do we respond to developers that ask to present their project to the board?
- How do we address an activity or action that could impact housing for our employees?
- Is it our duty to endorse or publicly oppose any codes, policies, or legislature that could directly housing for our employees? If so, what is the process?
- Is it our duty to consider any actions that are not directly related to housing? If so, what activities or actions would be considered.

An open conversation will be helpful in drafting a policy for board review. From this conversation, the advocacy policy will be drafted and brought before the board at the September, 2020 board meeting.

ATTACHMENTS

Example Advocacy Policies:

Truckee Chamber of Commerce

Truckee Chamber of Commerce

Advocacy Policy (approved April 17, 2017)

Goal

To advocate by consensus on issues affecting the business community of Truckee and our region.

Guidelines for Advocacy Requests

1. A request for advocacy may be made by any person or business that is a member of the Truckee Chamber of Commerce
2. The request must be received a minimum of 10 business days prior to the next regularly scheduled meeting of the Board of Directors
3. To be considered, a request for advocacy **must contain all of the following** in writing;
 - a. The requestors name, contact information and organizational or business affiliation
 - b. A specific description of the name and/or title of the issue on which the requestor wishes the Truckee Chamber of Commerce to advocate
 - c. The timeline or schedule for the issue to be reviewed or voted on by a governmental agency if applicable
 - d. The reason why the Truckee Chamber of Commerce should take such a position. This **must** address how and why the issue impacts the following;
 - i. The Truckee business community
 - ii. The Truckee Chamber of Commerce members
 - iii. How the advocacy improves the area's business climate
 - iv. How the advocacy strengthens the local economy
 - e. Specifically why the Truckee Chamber of Commerce should advocate for or against the issue
 - f. A specific description of the name and/or title and contact information of any groups or individuals organized in opposition to the requestor's position
 - g. Data and/or supporting documentation that the Truckee Chamber of Commerce may need to effectively analyze the advocacy request
 - h. To whom and what type of advocacy is requested
4. The Truckee Chamber of Commerce Board of Directors will vote on the request no later than the next regularly scheduled board meeting. The Board of Directors may vote to support, reject or ask for further information. If the Board of Directors rejects the advocacy request, the Board may instead adopt an alternative position or no position at all.

Issues the Truckee Chamber of Commerce will not take a position on

1. Candidates for partisan public office
2. Code Enforcement
3. Development projects

Advocacy Committee Composition

1. 3 Person Committee
2. Consisting 2 Board Members and General Counsel
3. Board of Directors shall nominate and vote on Committee candidates

Committee Process

1. Following receipt of online request for support (or opposition) the request will be referred to the Advocacy Committee for consideration
2. The Advocacy Committee shall review requests pursuant to the following criteria
 - a. Issue is relevant and appropriate for Board of Directors consideration
 - b. Issue has a business impact on the Chamber Membership in general
 - c. All required information to effectively review the request has been submitted
3. After review, the Advocacy Committee shall make a recommendation to the Board of Directors regarding the action to be taken, if any, on the issue considered

Board Process

1. All requests, regardless of the Advocacy Committee recommendation shall be brought before the Board as an action item.
2. Board of directors shall take action on recommendation of Committee
3. Action must be approved by a 2/3 Quorum of attending Board Members

Approved April 17, 2017 with the following revisions/clarifications:

1. If the Advocacy Committee does not meet in a timely manner, the request will go directly to the full Board of Directors as an action item;
2. If an advocacy request is made by a Truckee Chamber Board member, that person shall abstain from voting on the Chamber position;
3. The Chamber will not take an advocacy position on proposed development projects.

Meeting Date: August 19, 2020
Prepared By: Emily Vitas, Executive Director
Agenda Item: Discussion and Possible Action to Enter in to Negotiations with
Daniel Fraiman Construction on the Hopkins Village Project

BOARD REQUEST: Discuss a potential partnership with Daniel Fraiman Construction on the Hopkins Village project, and consider an action to approve entering in to negotiations to develop an agreement that will help secure housing for member agency employees.

BACKGROUND:

Location: Schaffer Mill Road in Placer County (see attached plans)

Developer: Daniel Fraiman Construction

Governing Agency: Placer County

Land Owner: DMB Highlands / Martis Fund

Project: The project involves the development of 40 for-sale units, with a construction timeline dependent on demand (proposed 8 units per year for five years, though the timeline could be accelerated dependent on demand). Units are proposed to be ~1,600 square foot, three bedroom, two bath townhomes. Homes will be priced starting at \$550,000. The homes will be deed restricted in perpetuity to locals making up to 180% of Area Median Income (180% of AMI in Placer County in 2019 was roughly \$150,000 for a 4-person family).

Timeline: Construction on the first building (2 units) is planned for Fall 2020. Project plans were submitted to Placer County the week of August 10.

Opportunity for TTWHA: Mr. Fraiman has expressed interest in partnering with TTWHA to provide member agency employees the first opportunity to purchase units as they come available.

POTENTIAL OPTIONS FOR THE BOARD TO CONSIDER:

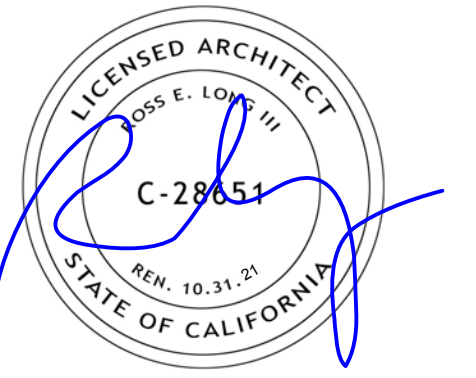
- Do not pursue this opportunity.
- Request additional information, with any board action moved to a later date.
- Make a motion for Emily to enter in to negotiations with the developer to draft an agreement for board review at the September board meeting. Provide direction on what the board would like included in the agreement.

ATTACHMENTS

Tentative project plans

H O P K I N S V I L L A G E

T R U C K E E C A



ISSUANCE DATE
 PROGRESS SET 07/2020

PAINTED METAL TRIM
AND FASCIA



SMOOTH INTEGRAL
COLOR STUCCO
(NATURAL)



STAINED WOOD
SIDING



FIBERGLASS WINDOWS
MARVIN INTEGRITY
(DARK BRONZE COLOR)



STAINED CEDAR EAVES



HOT ROLLED STEEL
ACCENT PANELS



WOOD ENTRY DOOR
SIMPSON DOORS



a prefab construction project in truckee, california.

ARCHITECT



CONSULTANT

APPROVAL STAMP

HOPKINS VILLAGE
TRUCKEE, CA
LOTS
45 & 46

COVER &
MATERIALS

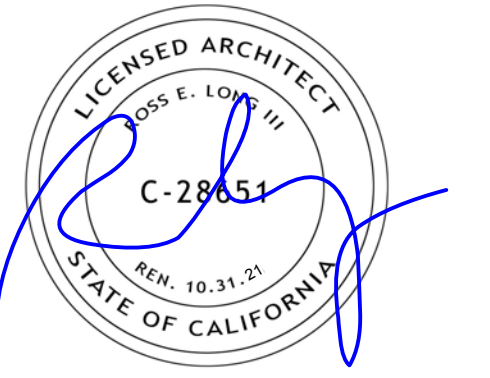
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sheet

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ISSUANCE DATE
PROGRESS SET 072020

ARCHITECT



CONSULTANT

APPROVAL STAMP

HOPKINS VILLAGE
TRUCKEE, CA
LOTS
45 & 46

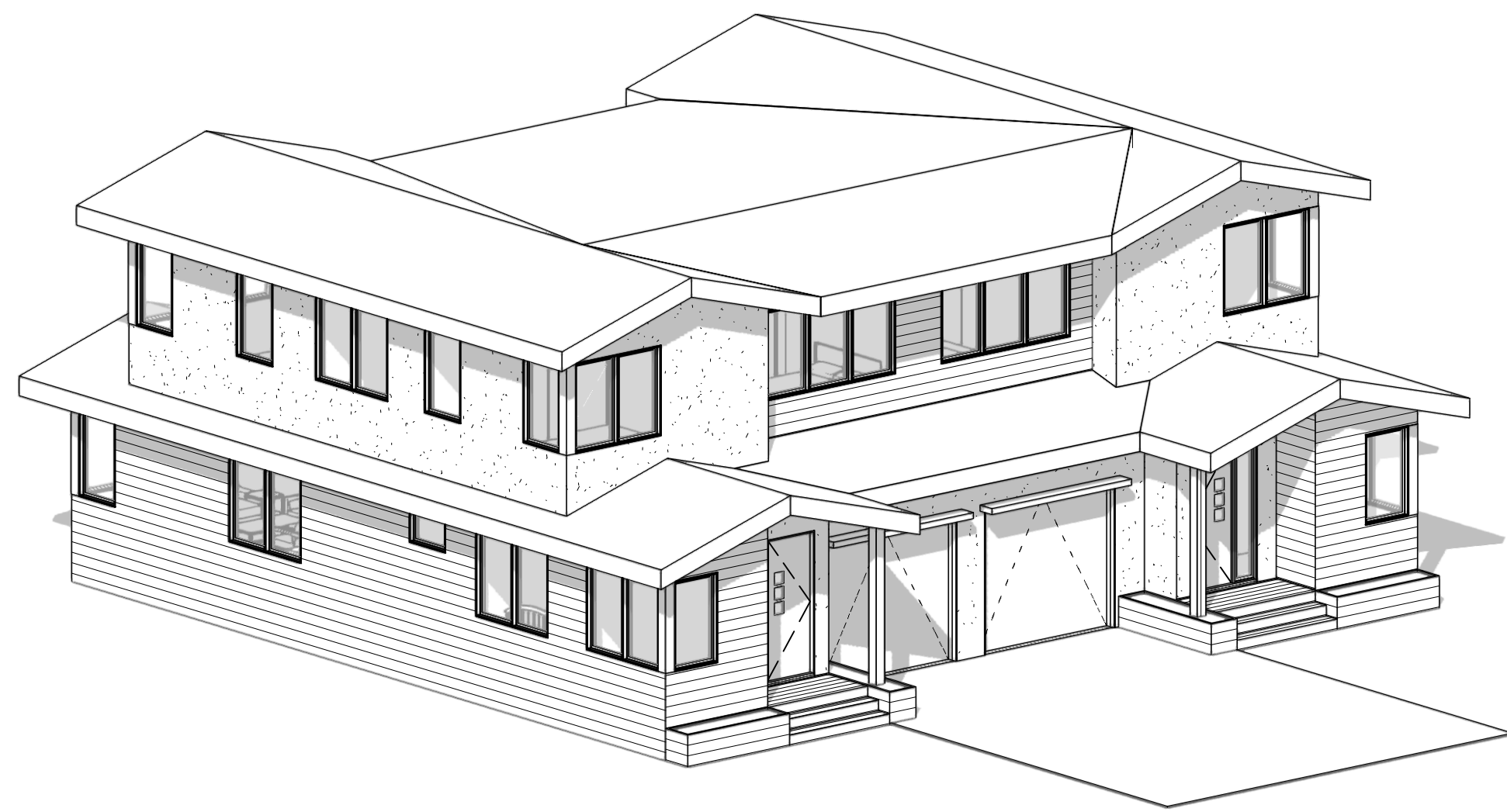
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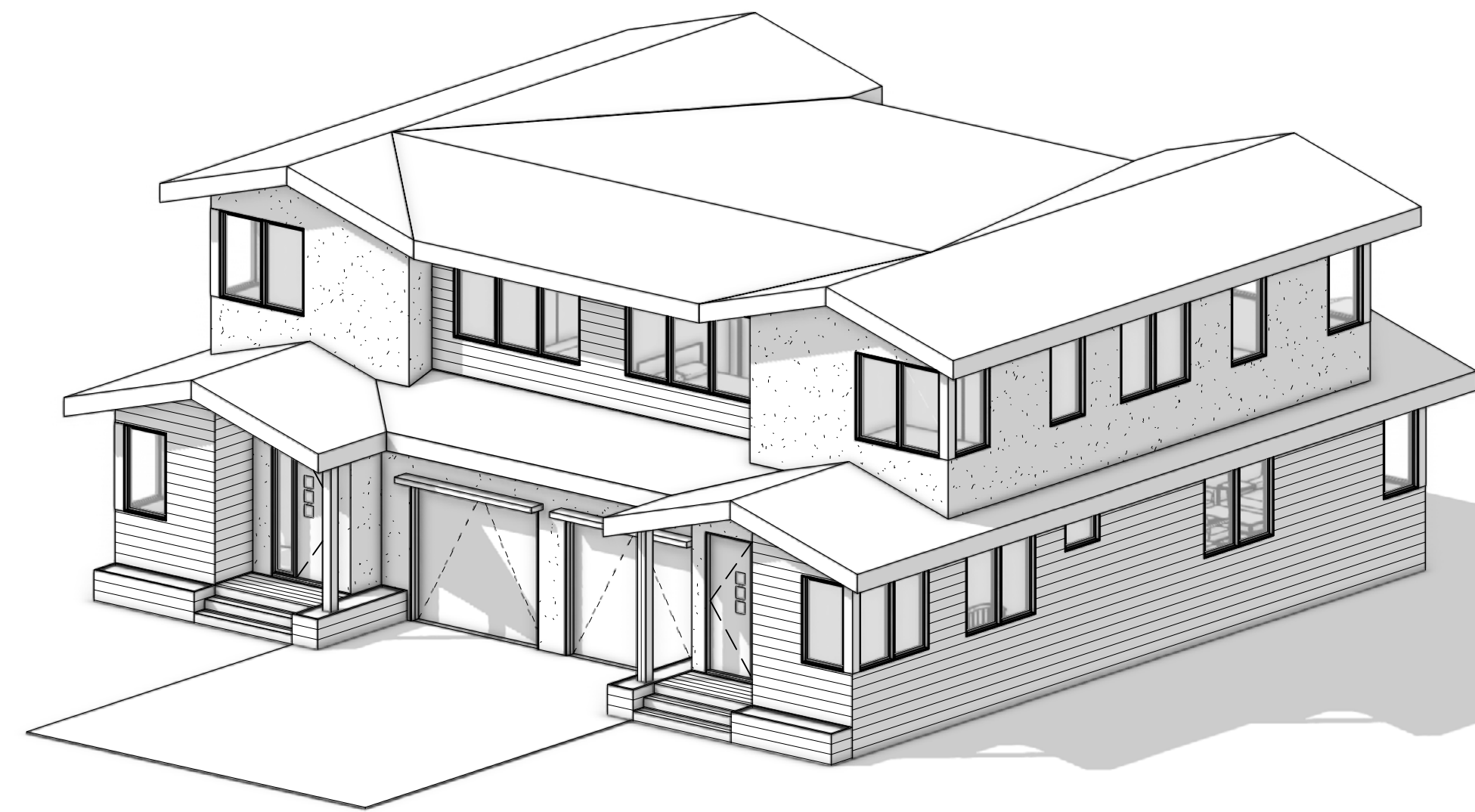
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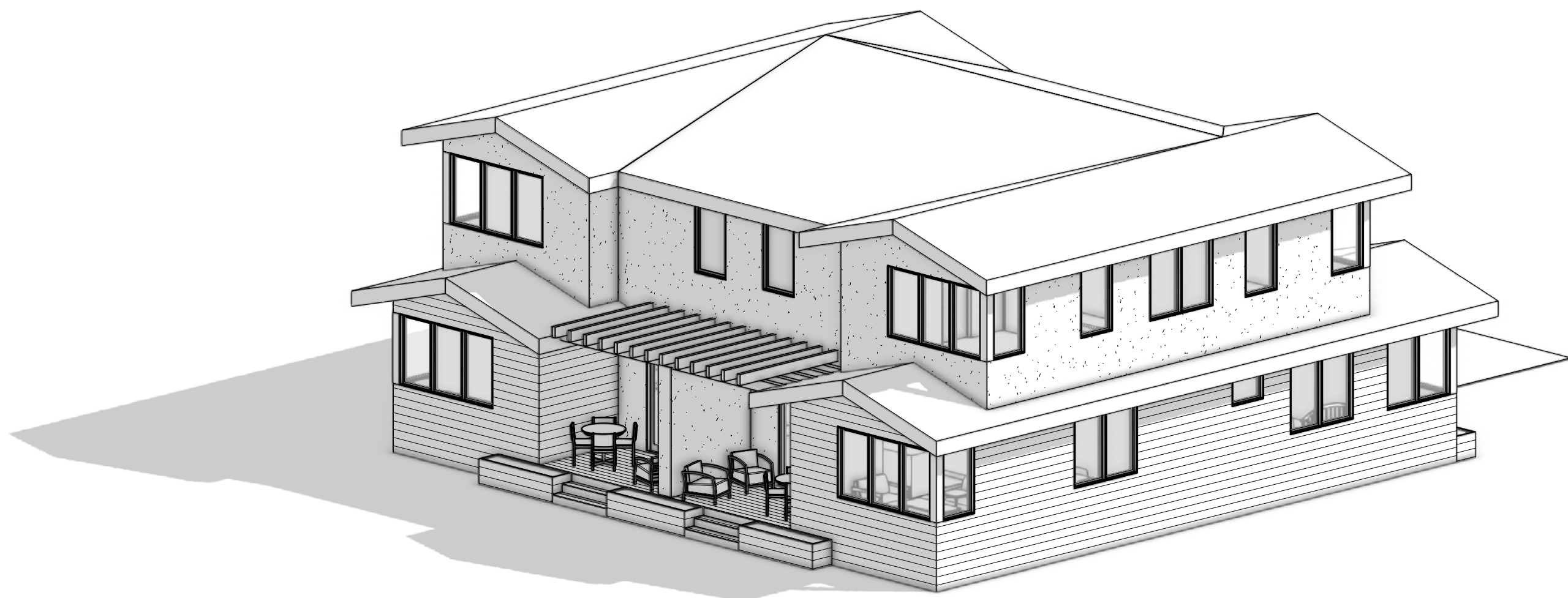
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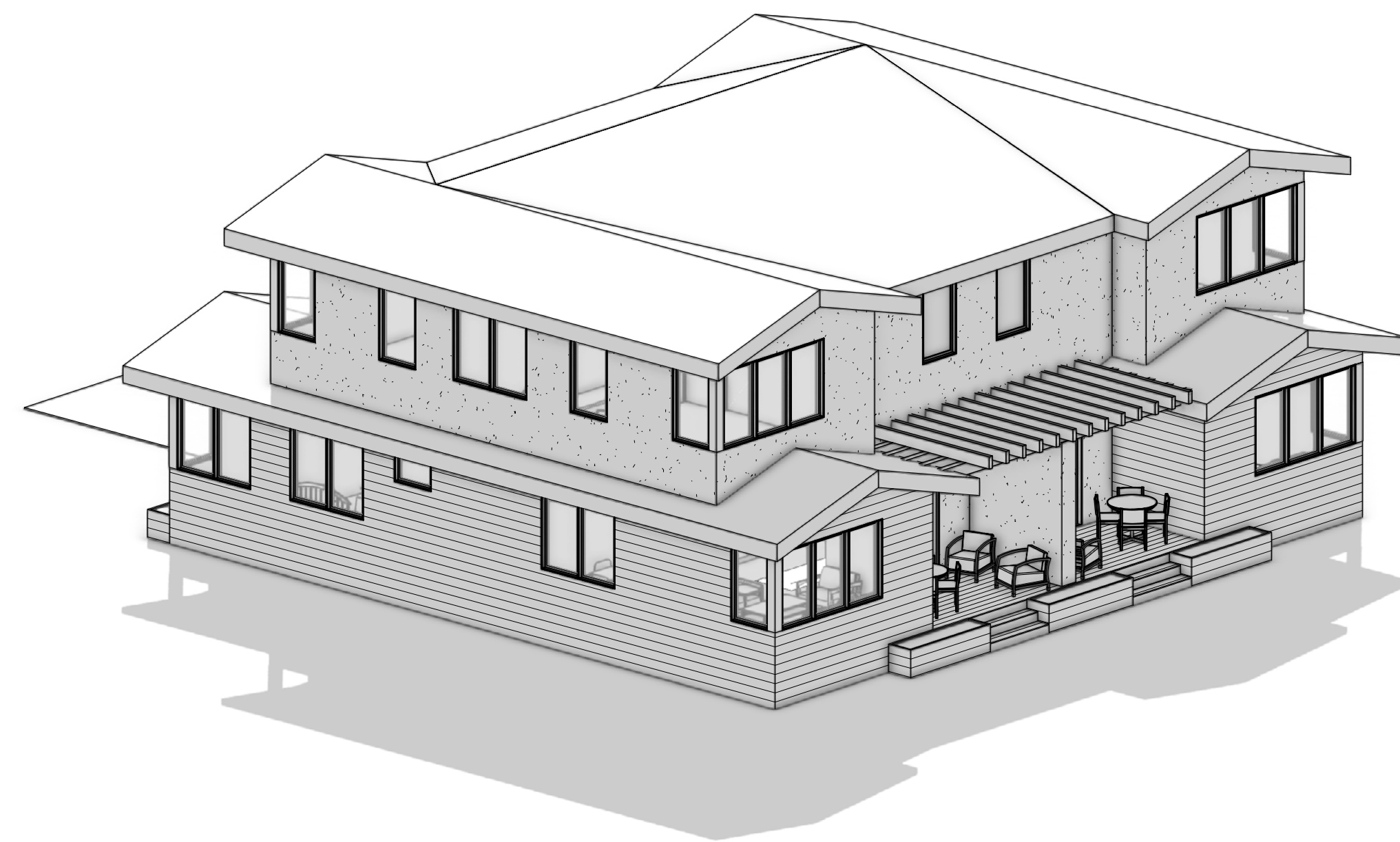
1 AXON FROM SOUTHWEST



2 AXON FROM SOUTHEAST



3 AXON FROM NORTHWEST



4 AXON FROM NORTHEAST

NOTES:

- VERTICAL DATUM BASED ON STATIC GPS MEASUREMENTS AND SHOULD BE VERIFIED PRIOR TO USE IN ANY DESIGN. DATUM = NGVD88. HORIZONTAL DATUM IS ASSUMED.
- THE BOUNDARY SHOWN HEREON IS TAKEN FROM RECORD DATA. PROFESSIONAL LAND SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP, TITLE EVIDENCE, OR ANY OTHER FACTS WHICH AN ACCURATE & CURRENT TITLE SEARCH MAY DISCLOSE.
- THE TOPOGRAPHY SHOWN HEREON MEETS THE STANDARDS OF THE AMERICAN CONGRESS OF SURVEYING & MAPPING WITH 90% OF THE CONTOURS TO BE WITHIN PLUS OR MINUS ONE HALF OF A CONTOUR INTERVAL.
- NO INVESTIGATION CONCERNING THE LOCATION OF OR EXISTENCE OF UNDERGROUND UTILITY SERVICE LINES TO THIS PROPERTY WAS MADE AS A PART OF THIS SURVEY.
- ALL UTILITY LOCATIONS MUST BE FIELD VERIFIED PRIOR TO ANY DESIGN OR CONSTRUCTION.
- DATE OF FIELD WORK MAY, 2020.
- BUILDING SETBACKS AND COVERAGE CALCULATIONS BASED ON PLACER COUNTY ZONING ORDINANCE AND MUST BE VERIFIED DIRECTLY WITH THE RELEVANT GOVERNING BODY PRIOR TO USE IN ANY DESIGN.
- THE DIGITAL DATA AND SURVEY CONTROL POINTS CONTAINED WITHIN THIS SURVEY ARE THE PROPERTY OF THE PROFESSIONAL LAND SURVEYOR. THE CLIENT NAMED ON THE TITLE SHEET IS PERMITTED A SINGLE USE LICENSE FOR SAID DATA AND CONTROL POINTS FOR A PERIOD OF 2 YEARS FROM THE DATE OF FIELD WORK OUTLINED IN NOTE #6.
- THIS SURVEY SHALL NOT BE USED IN ANY DESIGN DOCUMENT, SUBMITTAL, OR FOR CONSTRUCTION UNLESS STAMPED AND SIGNED BY PROFESSIONAL LAND SURVEYOR.
- THE PROFESSIONAL LAND SURVEYOR ASSUMES NO LIABILITY IN THE USE TO THE DATA CONTAINED IN THIS SURVEY IF ANY EDITS ARE MADE TO SAID INFORMATION.

LEGEND:

	RECORD PROPERTY LINE W/BEARING & DISTANCE
	RECORD ADJACENT PROPERTY LINES
	RECORD R/W CENTERLINE
	SETBACK LINE PER ZONING CODE
	RECORD EASEMENT
	EDGE OF AC PAVING
	INTERMEDIATE CONTOUR (1' INTERVAL)
	INDEXED CONTOUR (5' INTERVAL)
	TOP OF SLOPE
	TOE OF SLOPE
	FLOWLINE
	FENCE
	OVERHEAD UTILITY

	EXISTING TREES WITH APPROXIMATE DRIPLINE
	P=PINE, F=FIR, C=CEDAR, A=ASPEN, T=UNKNOWN TYPE
	SIN = STUMP OR SNAG
	LARGE SURFACE BOULDER
	SURVEY CONTROL POINT (AS NOTED)
	RECORD PROPERTY CORNER
	UTILITY BOX (AS NOTED)
	UTILITY VAULT (AS NOTED)
	ABOVE GROUND UTILITY METER (AS NOTED)
	UTILITY VALVE (AS NOTED)
	SANITARY SEWER MANHOLE
	ELECTRICAL TRANSFORMER
	BOLLARD POST
	FIRE HYDRANT
	UTILITY POLE
	EXISTING BUILDINGS W/EAVES
	EXISTING DECKS
	ROCK RIP RAP
	GRAVEL
	STONE MASONRY
	CONCRETE
	COMPACTED DIRT



REVISIONS BY

TERRAGRAPHIC LAND SURVEYING

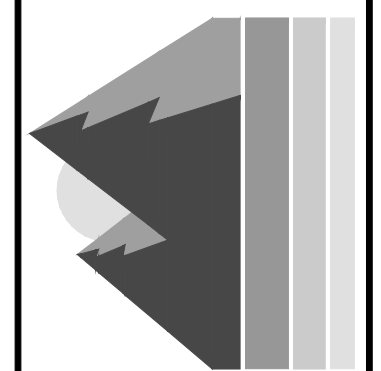
PO BOX 266
TAHOE CITY, CA 96145
travis@terragraphic.net

TOPOGRAPHIC SURVEY FOR **HOPKINS VILLAGE**

CC/MAPS/003 PLACER

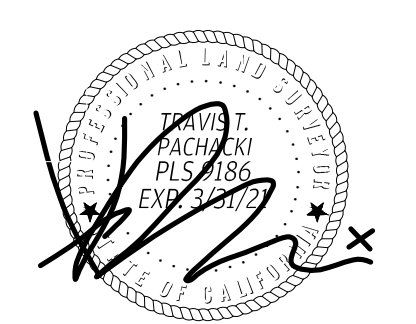
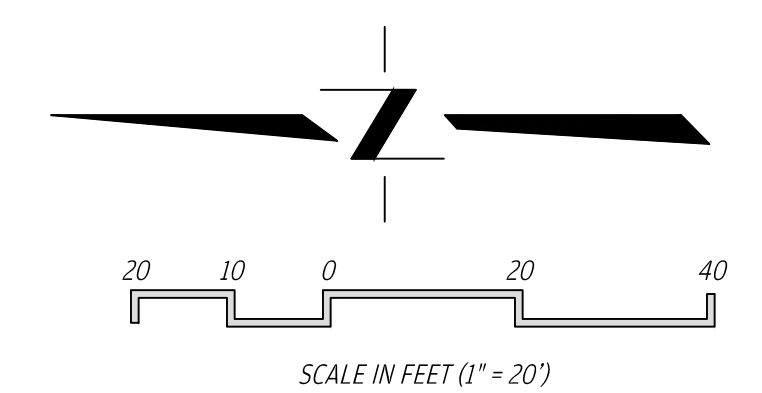
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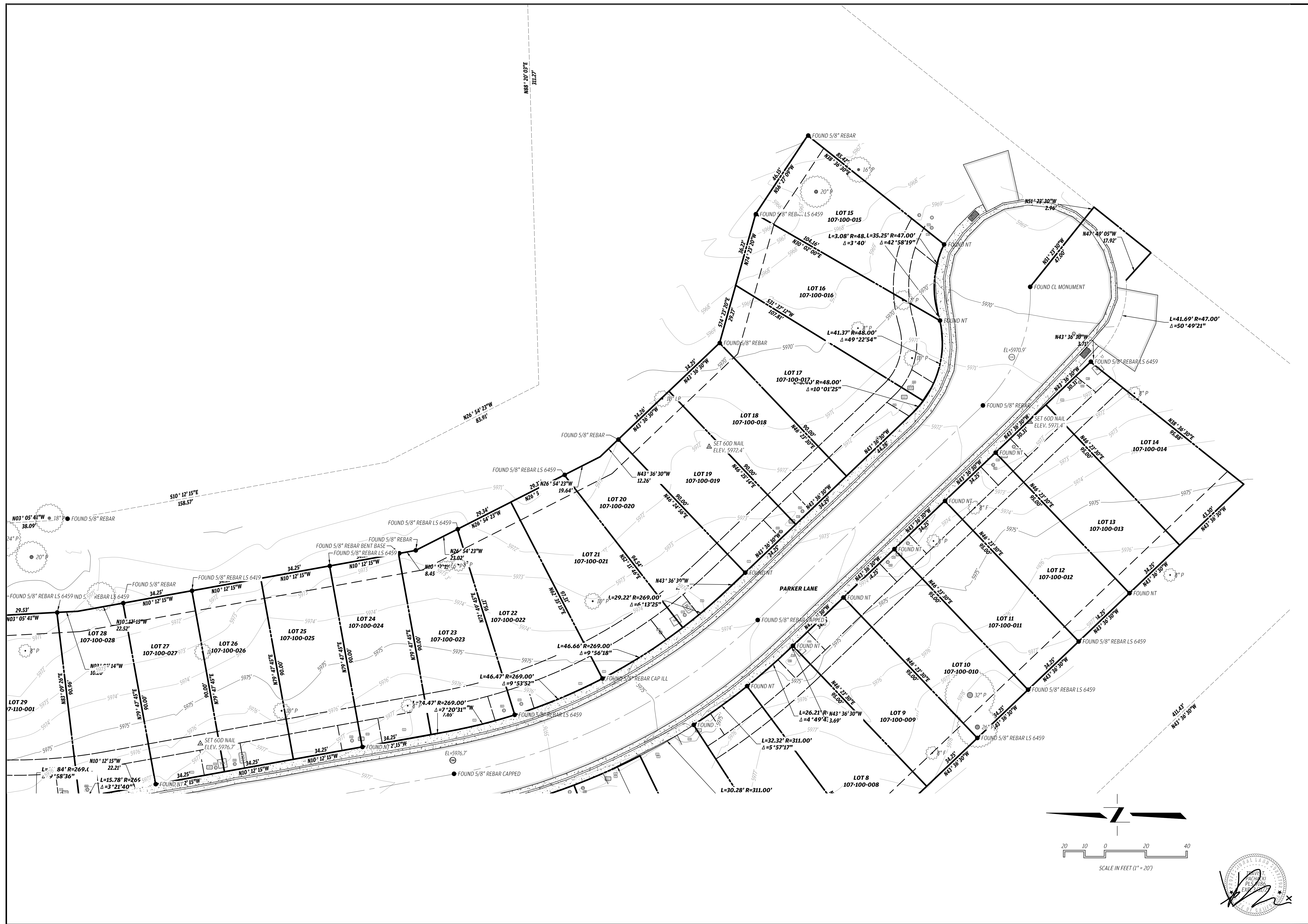
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DRAWN	TP
JOB NO.	20044
SHEET	1



TOPOGRAPHIC SURVEY FOR HOPKINS VILLAGE

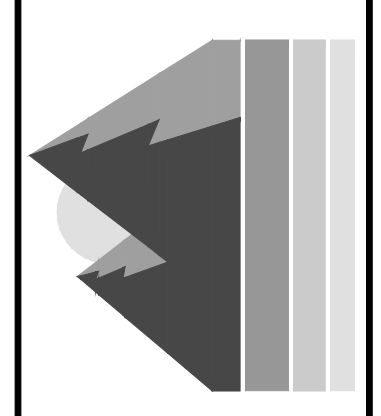
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SHEET	2





REVISIONS	BY

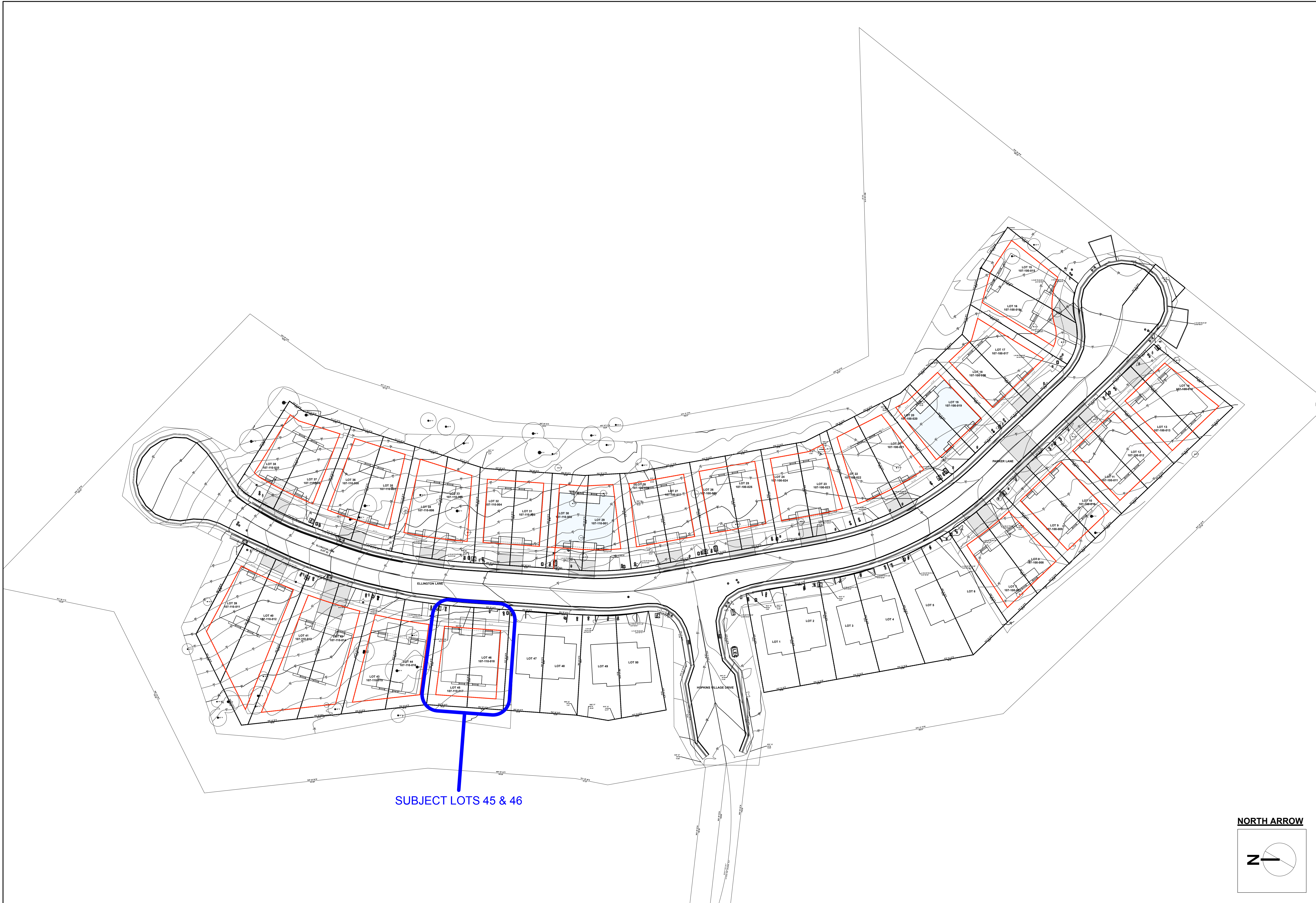
TERRAGRAPHIC LAND SURVEYING
 PO BOX 266
 TAHOE CITY, CA 96145
 (530) 318-1761
 travis@terragraphic.net



TOPOGRAPHIC SURVEY FOR HOPKINS VILLAGE
 CC/MAPS/003
 PLCKER
 CALIFORNIA
 TRUCKEE

DATE	5/19/2020
SCALE	AS STATED
DRAWN	TP
JOB NO.	20044
SHEET	3





SUBJECT LOTS 45 & 46



ISSUANCE DATE
PROGRESS SET 07/2020

ARCHITECT

ch x tld
prefab evolved

6114 LASALLE AVENUE #552, OAKLAND, CA 94611
TOBY.LONG@CHXTLD.COM

CONSULTANT

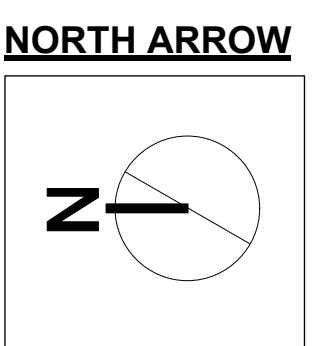
APPROVAL STAMP

**HOPKINS VILLAGE
TRUCKEE, CA
LOTS
45 & 46**

SITE PLAN

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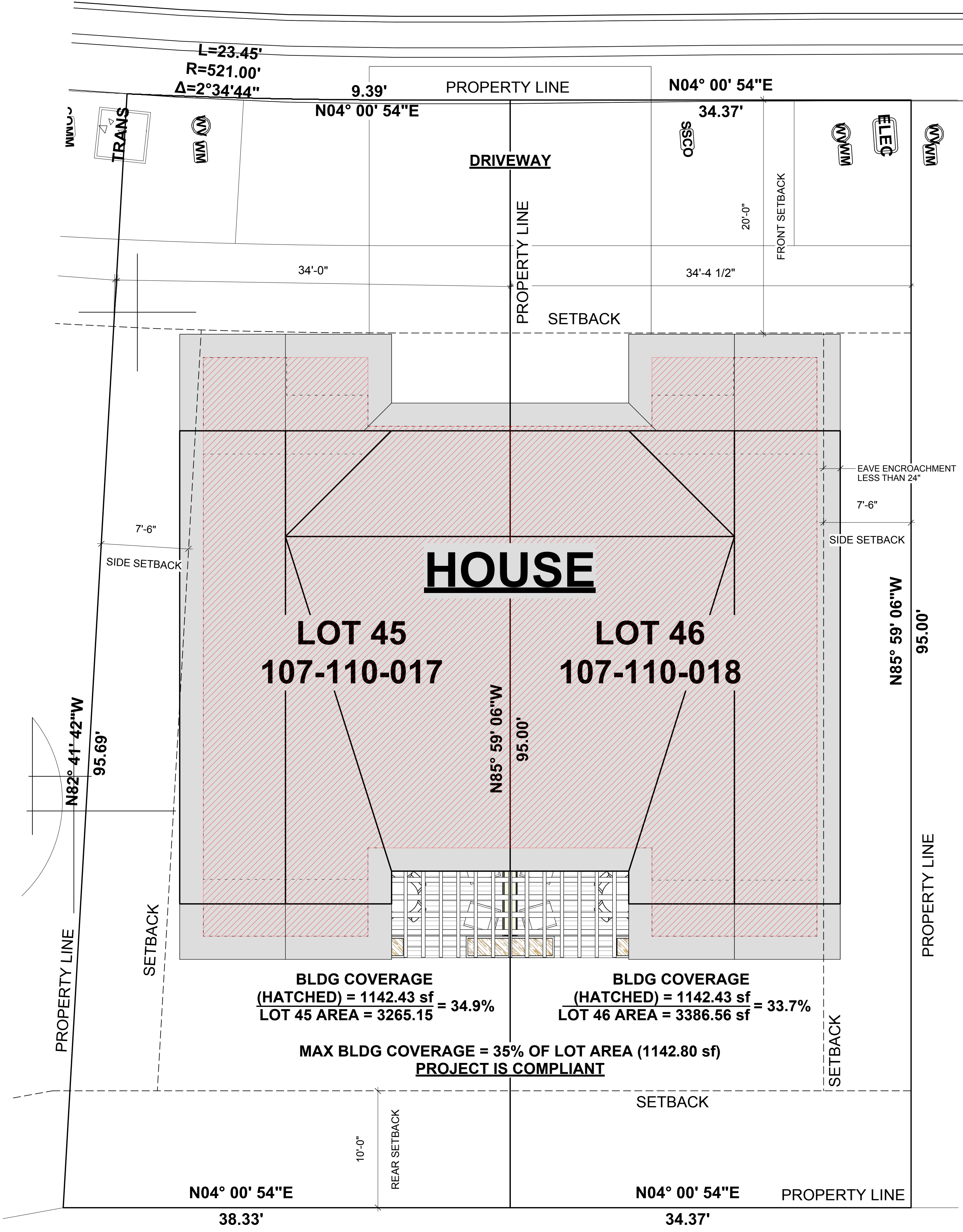
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sheet
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ELLINGTON LANE



LOT 45
107-110-017

LOT 46
107-110-018

HOUSE

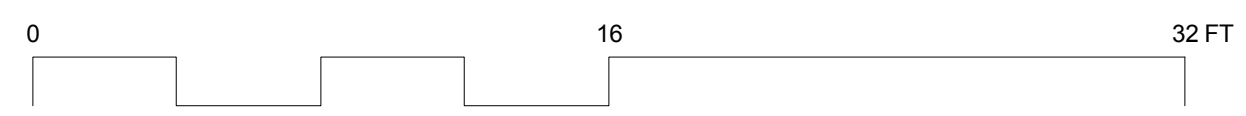
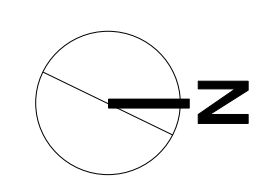
BLDG COVERAGE (HATCHED) = 1142.43 sf
LOT 45 AREA = 3265.15 = 34.9%

BLDG COVERAGE (HATCHED) = 1142.43 sf
LOT 46 AREA = 3386.56 sf = 33.7%

MAX BLDG COVERAGE = 35% OF LOT AREA (1142.80 sf)
PROJECT IS COMPLIANT

PROJECT DATA (PER UNIT)

AREA CALCULATIONS	
FIRST FLOOR	817 SQFT
SECOND FLOOR	826 SQFT
SUB-TOTAL HABITABLE AREA	1,643 SQFT
GARAGE	293 SQFT
TOTAL BUILDING AREA	1,936 SQFT
COVERED PORCHES / PATIOS	24 SQFT
UNCOVERED PORCHES / PATIOS	94 SQFT



ISSUANCE DATE
PROGRESS SET 072020

ARCHITECT

ch x tld
prefab evolved

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HOPKINS VILLAGE
TRUCKEE, CA
LOTS
45 & 46

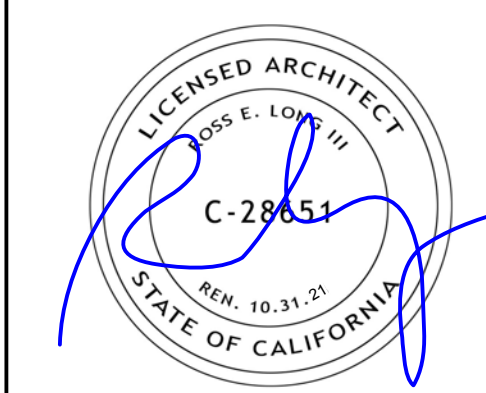
SITE PLAN

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scale
3/16" = 1'-0"

sheet
A 1.2b

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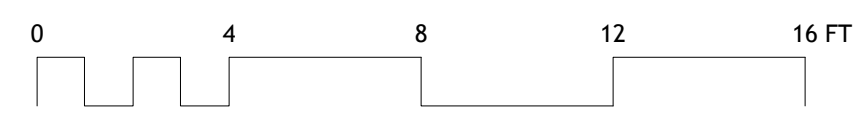
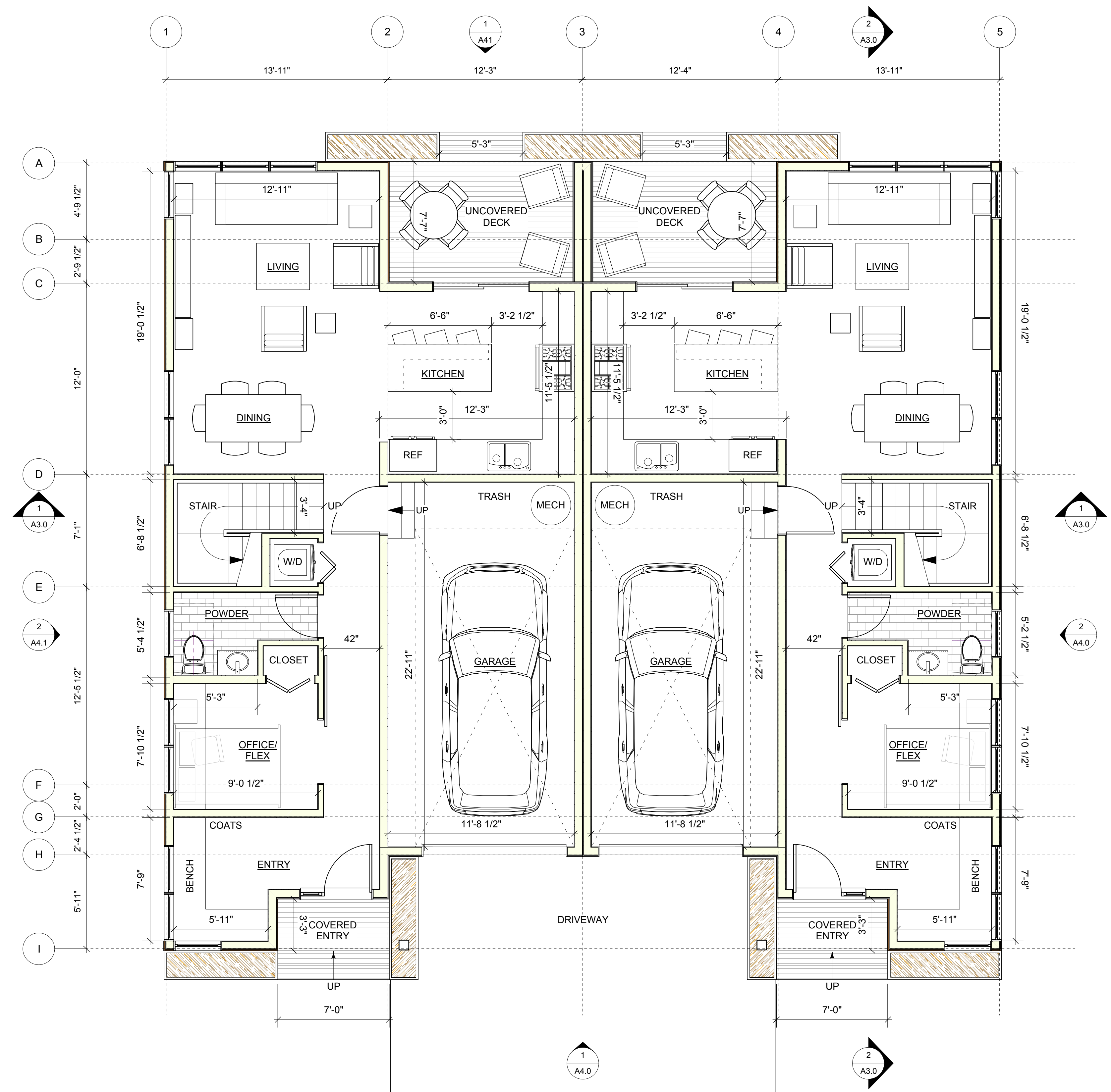
**HOPKINS VILLAGE
 TRUCKEE, CA
 LOTS
 45 & 46**

PLANS

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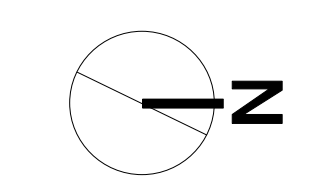
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A 2.1

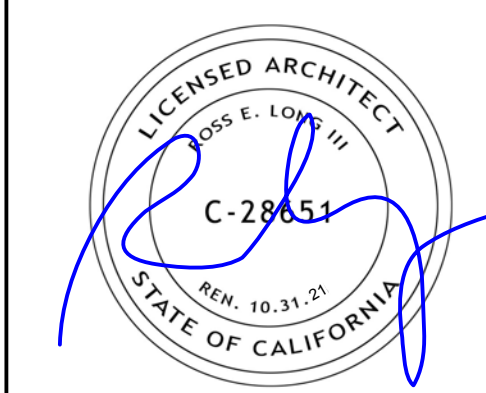
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PROJECT DATA (PER UNIT)

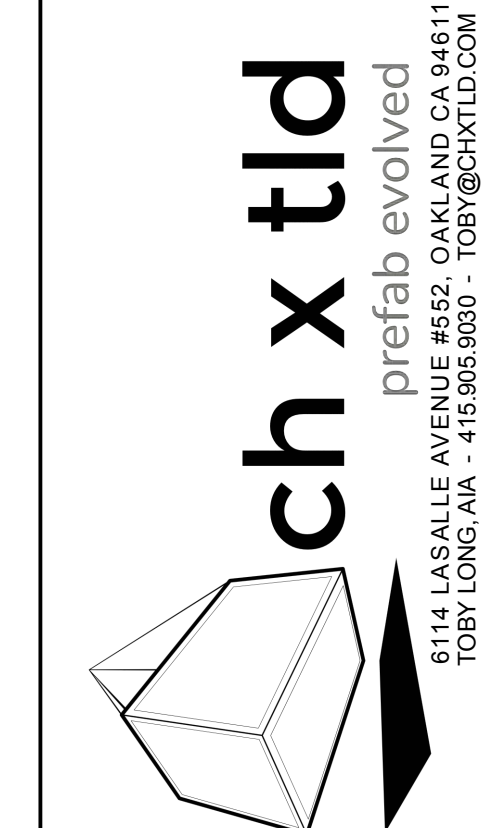
AREA CALCULATIONS	
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TOTAL BUILDING AREA	1,936 SQFT
COVERED PORCHES / PATIOS	24 SQFT
UNCOVERED PORCHES / PATIOS	94 SQFT





ISSUANCE DATE
 PROGRESS SET 07/2020

ARCHITECT



CONSULTANT

APPROVAL STAMP

**HOPKINS VILLAGE
 TRUCKEE, CA
 LOTS
 45 & 46**

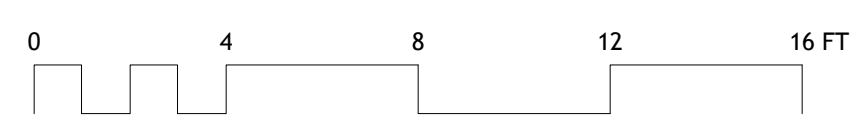
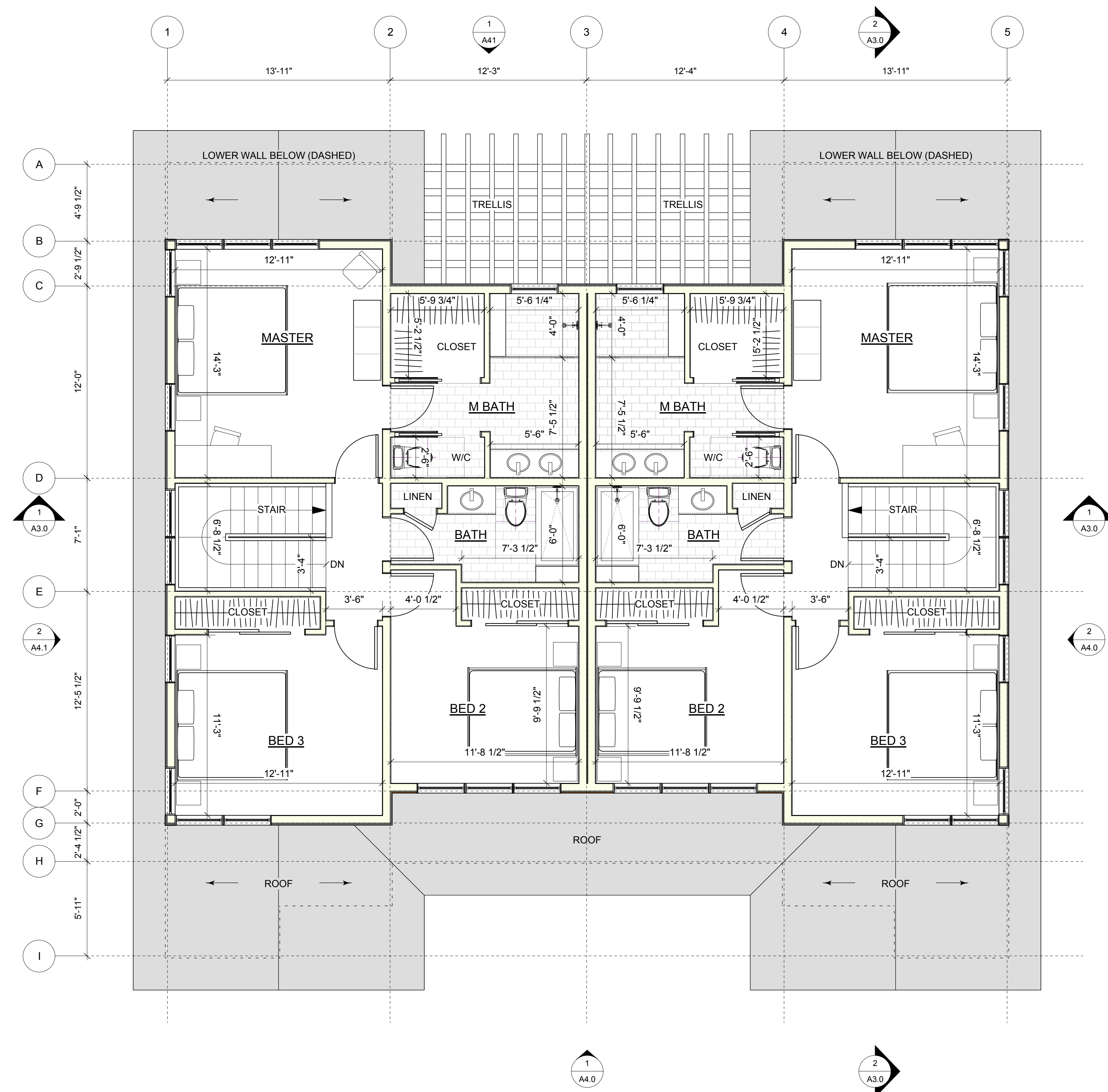
PLANS

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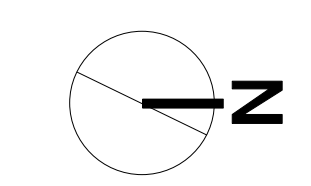
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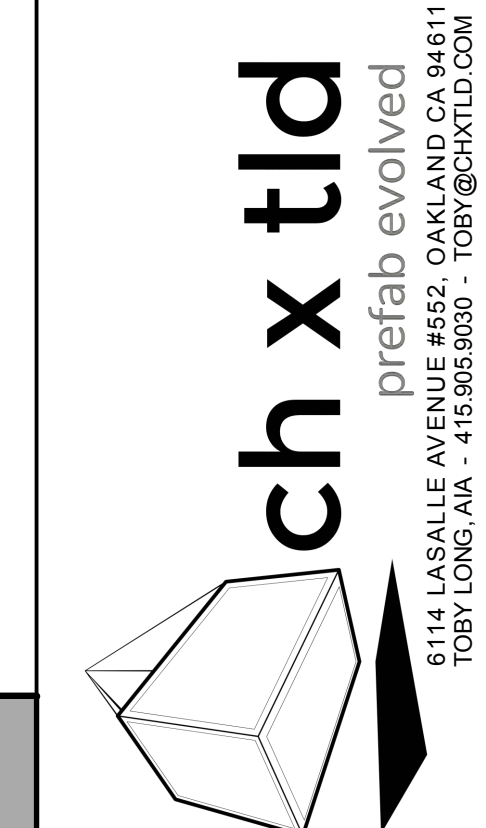
PROJECT DATA (PER UNIT)	
AREA CALCULATIONS	
FIRST FLOOR	817 SQFT
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ISSUANCE DATE
 PROGRESS SET 072020

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APPROVAL STAMP

HOPKINS VILLAGE
 TRUCKEE, CA
 LOTS
 45 & 46

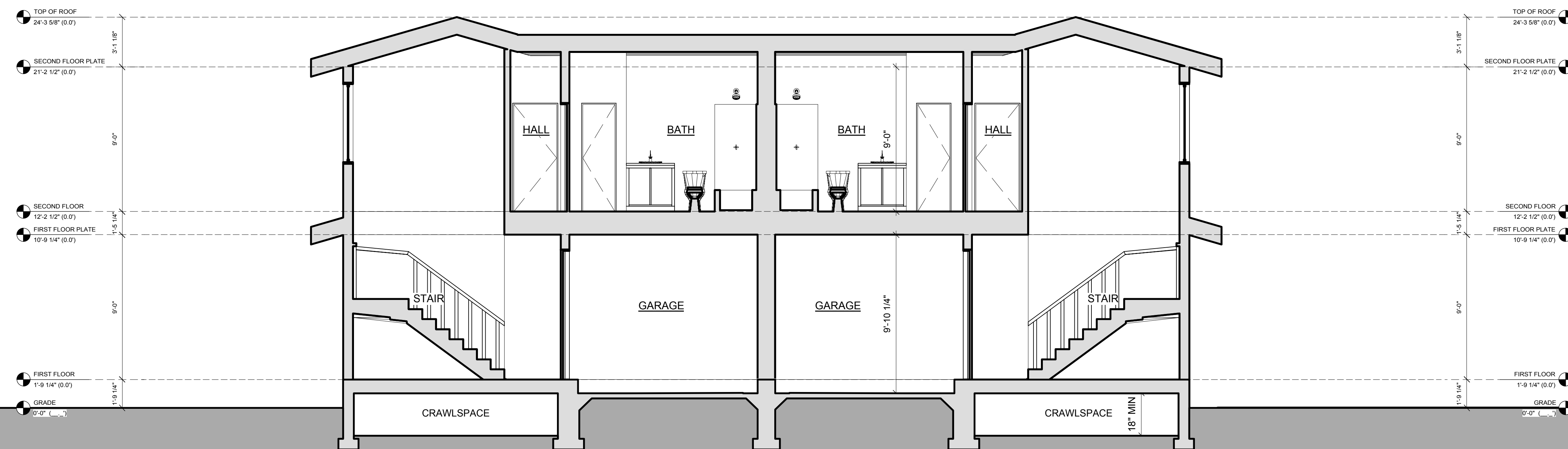
SECTIONS

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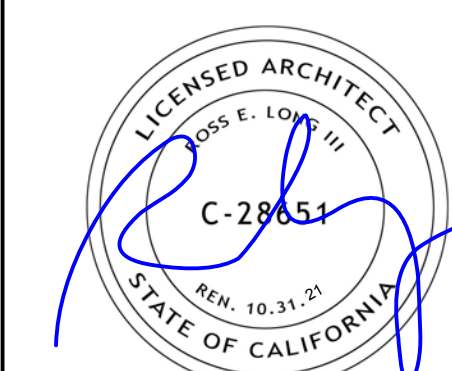
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1 SECTION LOOKING NORTH



2 SECTION LOOKING EAST



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HOPKINS VILLAGE
TRUCKEE, CA
LOTS
45 & 46

ELEVATIONS

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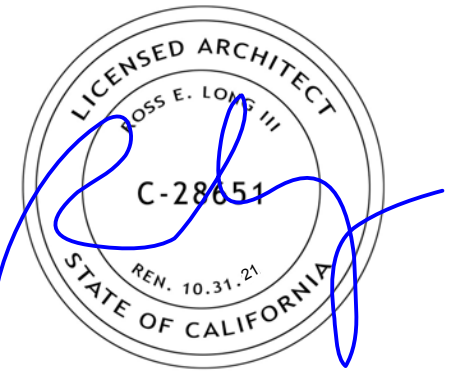
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1 SOUTH ELEVATION



2 WEST ELEVATION



ISSUANCE DATE
 PROGRESS SET 07/2020

ARCHITECT
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 TOSY LONG, AIA - 415.865.5565 - TOSY@CHXTLD.COM

CONSULTANT

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**HOPKINS VILLAGE
 TRUCKEE, CA
 LOTS
 45 & 46**

ELEVATIONS

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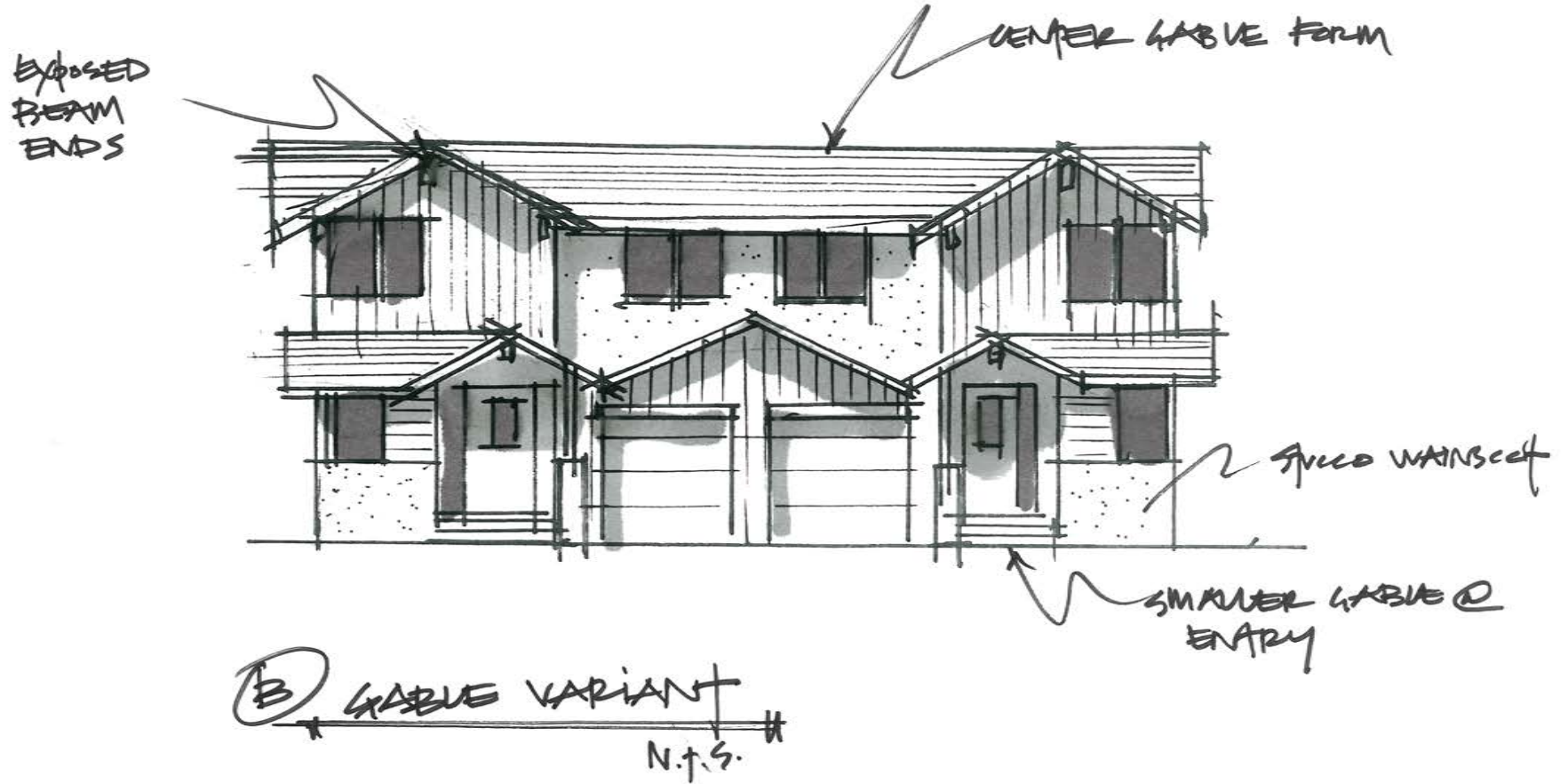
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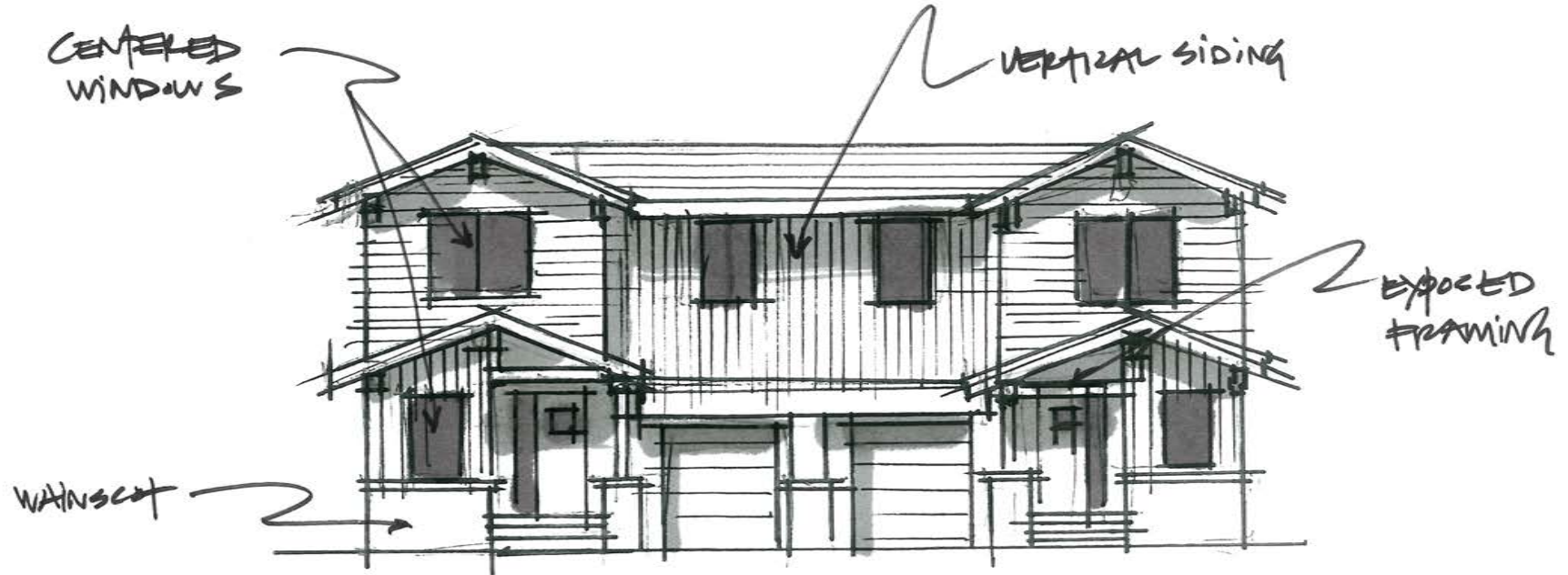


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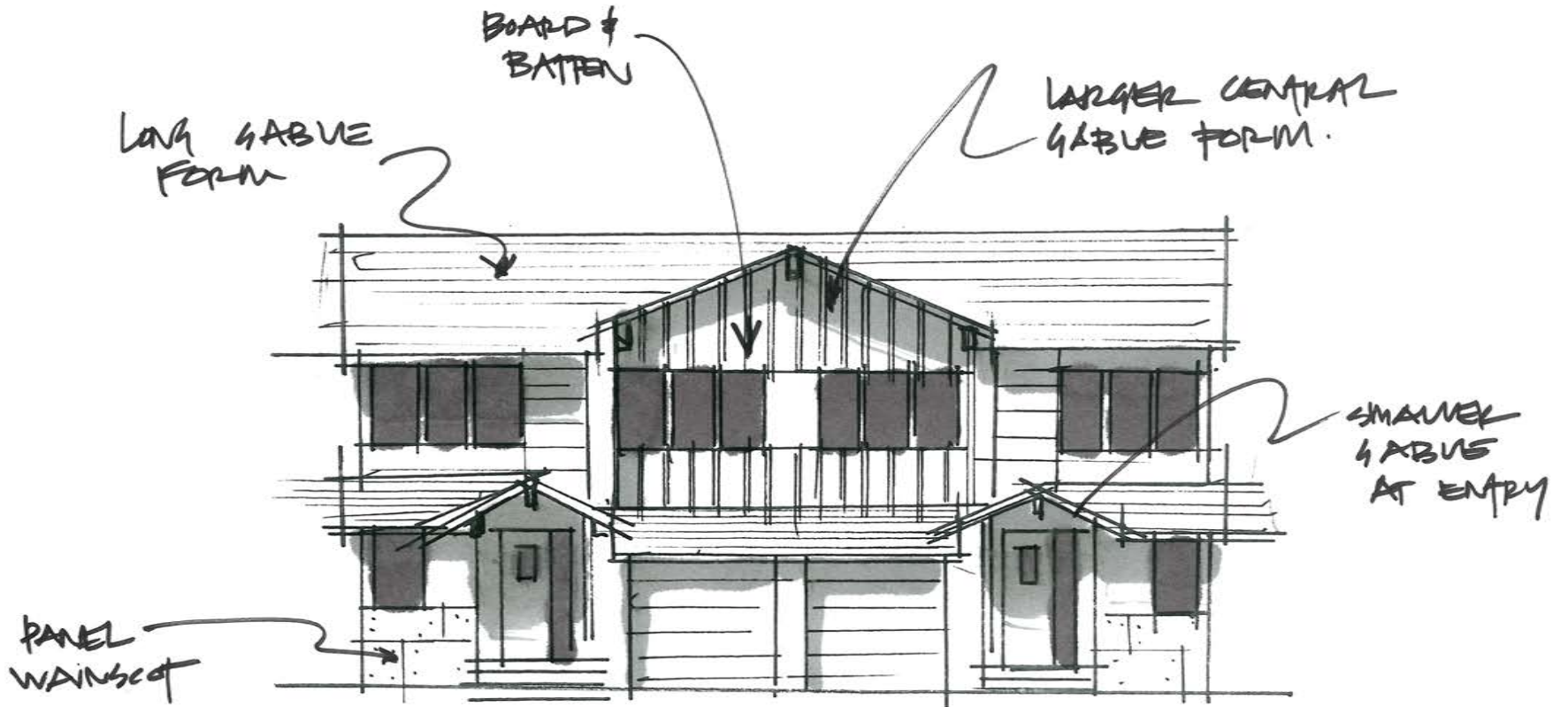


Ⓐ FLAT ROOF VARIANT
N.T.S.

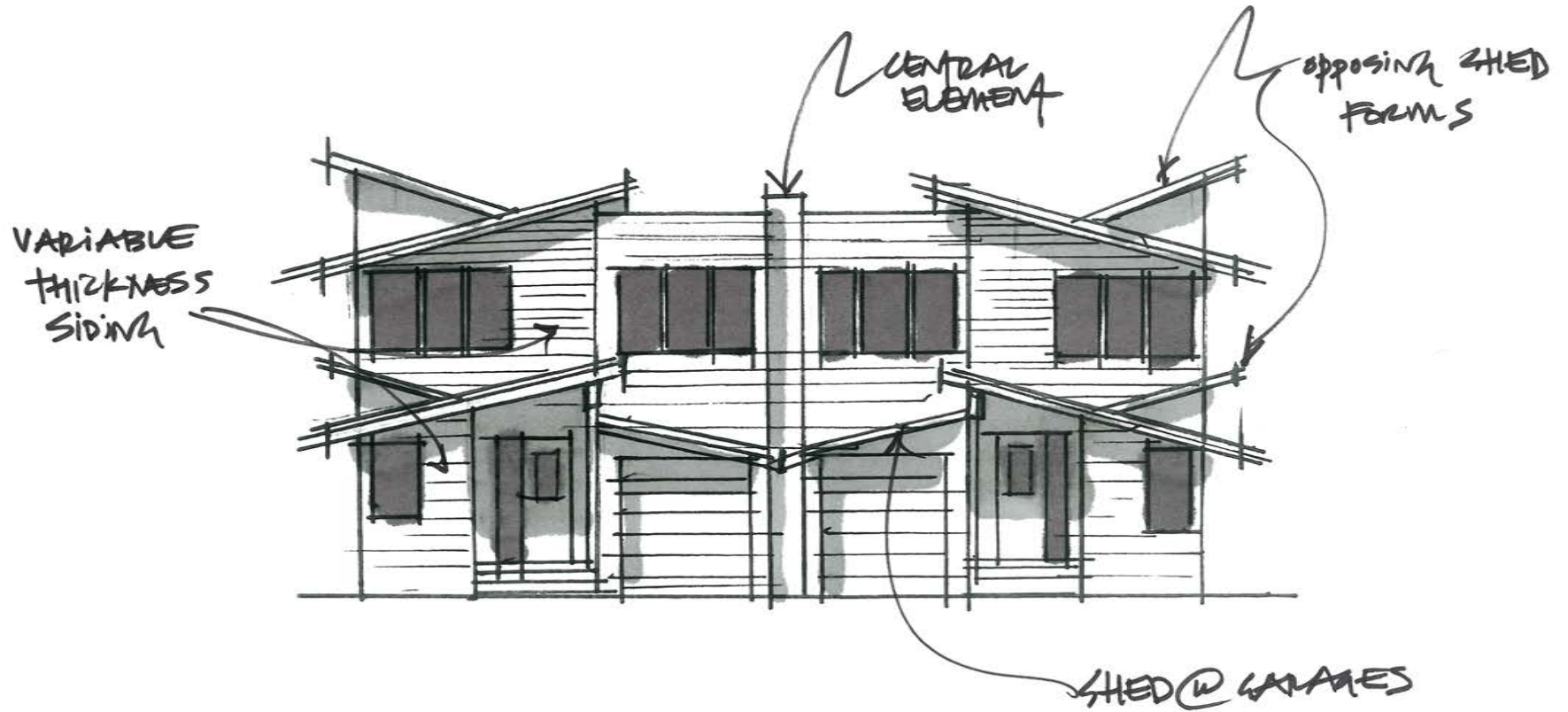




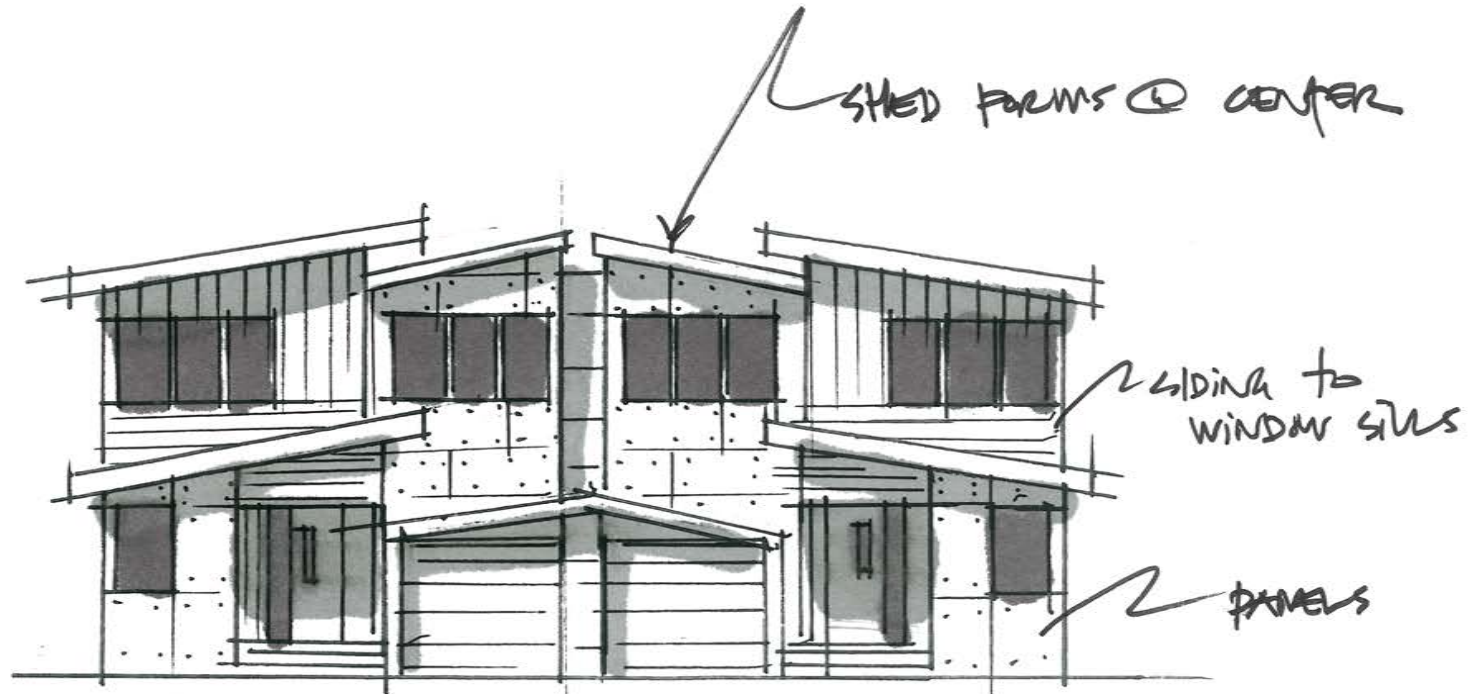
① GABLE VARIANT
N.T.S.



① GABUE VARIANT
N.T.S.



Ⓔ SHED ROOF VARIANT
N.T.S.



Ⓕ SHED ROOF VARIANT
NTS.