

STAFF REPORT TO: AMADOR COUNTY PLANNING COMMISSION
FOR MEETING OF: JUNE 13, 2017

ITEM 2 - Public Hearing – Request for a 3-year Use Permit (2017-2019) to allow an annual 4-day camping retreat to include up to 75 tent sites (150 campers) in the Timber Creek ski school area.

Applicant: Kirkwood Mountain Resort (Hillary Hutchens, representative)
Supervisorial District 3

Location: 33611 Kirkwood Meadows Drive, approximately 0.80 miles south of Highway 88 (APNs 026-020-047 & 026-270-034)

- A. General Plan Designation of Area:** S-P, Special Planning Area
- B. Present Zoning:** "PD-OS," Planned Development – Open Space
- C. Description:** Kirkwood Mountain Resort is requesting a 3-year Use Permit to host the outdoor camping portion of the REI-sponsored Outessa Summit event which is designed to encourage people to become more involved in outdoor recreation. Attendees will have the opportunity to participate in a number of group activities include hiking, biking, rock climbing, kayaking, etc. Outdoor camping facilities would include a mix of “fancy camp” sites that are fully outfitted and “do-it-yourself” camp sites. No outdoor cooking or open flames will be allowed in the camping area. Attendees not participating in outdoor camping have other lodging options in resort accommodations, vacation rentals, etc. The event is consistent with the 2003 Kirkwood Specific Plan, however, the outdoor camping portion of the event requires a Use Permit.
- D. TAC Recommendations:** The project was reviewed by the Tri-County Technical Advisory Committee on May 14, 2017 and the Amador County Technical Advisory Committee on May 31, 2017. Of primary concern to the technical review committees was the availability of adequate restroom and bathing facilities for the outdoor camping attendees. The Timber Creek lodge restrooms will be accessible to attendees and a portable shower trailer will installed at the Timber Creek base camp area for the duration of the event. The TAC members have no technical objections to the Planning Commission approving this project with a Notice of Exemption as the appropriate environmental document, along with the attached findings and Conditions of Approval.
- F. Planning Commission Action:** The first action before the Planning Commission is to determine if the proposed Categorical Exemption is the appropriate environmental document for the project. If the Commission recommends adoption of a Notice of Exemption, a decision on the project and proposed conditions can then be made.
- G. Findings:** If the Planning Commission moves to approve this request, the following findings are recommended for adoption:
1. The project is consistent with the Amador County General Plan and 2003

Kirkwood Specific Plan at this location in that the project is an outdoor recreation activity that does not lead to degradation of the environment;

2. The approval of the Use Permit by the Planning Commission is consistent with County Code Section 19.56.040 (Use Permit findings) in that the establishment, maintenance or operation of the use applied for will not under any circumstances of the particular case be detrimental to the health, safety, peace, morals, comfort, and general welfare of the persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or the general welfare of the County, due to the implementation of the Conditions of Approval and Mitigation Measures;
3. A review of the Use Permit request was conducted by the Technical Advisory Committee who, through their own research, found this project is Categorically Exempt from CEQA per Section 15183 of the CEQA Guidelines, Projects Consistent with a Community Plan or Zoning, and a Notice of Exemption will be filed with the County Recorder.

**USE PERMIT CONDITIONS OF APPROVAL FOR
KIRKWOOD OUTESSA EVENT**

APPLICANT: Kirkwood Mountain Resort (Hillary Hutchens, representative for KMR)

USE PERMIT NO.: U.P.-17;5-1

LOCATION: 33611 Kirkwood Meadows Drive
Kirkwood, CA 95646

APNs: 026-020-047 and 026-270-034

PROJECT DESCRIPTION AND LOCATION: Use Permit to allow a 3-year (2017-2019) annual 4-day outdoor camping retreat with up to 75 tents (150 campers) in the Timber Creek ski school area. Existing restroom facilities will be available in the Timber Creek base area, and bathing facilities will be available in portable shower trailers to be located in the Timber Creek parking lot during the duration of the event.

PLANNING COMMISSION APPROVAL DATE:

CONDITIONS OF APPROVAL:

1. *This Use Permit shall not become valid, nor shall any uses commence until such time as the Permittee is either found to be in compliance with or has agreed, in writing, to a program of compliance acceptable to the County. At that time the permit shall be signed by the Planning Department and the use may commence. THE PLANNING DEPARTMENT SHALL MONITOR THIS CONDITION.*
2. *The issuance of this Use Permit is expressly conditioned upon the permittee's compliance with all the provisions contained herein and if any of the provisions contained herein are violated, this Use Permit may be subject to revocation proceedings as set forth in Amador County Code. THE PLANNING DEPARTMENT SHALL MONITOR THIS CONDITION.*
3. *The project shall be substantially the same as approved. Any substantial changes must be submitted for approval by the Amador County Planning Commission. THE PLANNING DEPARTMENT SHALL MONITOR THIS CONDITION.*

PERMITS:

4. Prior to issuance of the Use Permit, the permittee shall obtain any applicable permits from the appropriate County Building Department and Environmental Health Department. THE BUILDING DEPARTMENT AND ENVIRONMENTAL HEALTH DEPARTMENTS SHALL MONITOR THIS CONDITION.

SIGNS:

5. Signs shall be limited to one temporary on-site sign with maximum dimensions of 4 feet by 8 feet, double sided), excluding temporary directional signs for parking, registration, etc. THE PLANNING DEPARTMENT SHALL MONITOR THIS CONDITION.

ENVIRONMENTAL HEALTH:

6. Prior to activation of the Use Permit, the applicant shall ensure that all sewage and wastewater, including any temporary bathing facility, is discharged to an approved on-site sewage disposal or collection system. THE ENVIRONMENTAL HEALTH DEPARTMENT SHALL MONITOR THIS CONDITION.

7. The applicant shall ensure that an adequate supply of potable water is available for human consumption, which includes, but is not limited to drinking, bathing, brushing of teeth, and handwashing. THE ENVIRONMENTAL HEALTH DEPARTMENT SHALL MONITOR THIS CONDITION.

FIRE PROTECTION:

8. No outdoor cooking or open flames shall be permitted in the tent camping area.

PERMIT DURATION:

9. This permit shall expire December 31, 2019.



**PLANNING DEPARTMENT
LAND USE AGENCY**

County Administration Center
810 Court Street ▪ Jackson, CA 95642-2132
Telephone: (209) 223-6380
Website: www.co.amador.ca.us
E-mail: [planning @amadorgov.org](mailto:planning@amadorgov.org)

APPLICATION REFERRAL

TO: Environmental Health Department
Transportation and Public Works Department
Building Department
Waste Management/Air District
Surveying Department
County Counsel
Undersheriff
Caltrans, District 10
Cal Fire

DATE: May 22, 2017

FROM: Chuck Beatty, Planner III

PROJECT: Use Permit request from Kirkwood Mountain Resort to host an annual four-day camping retreat to include up to 60 tent sites (120 campers) in the Timber Creek ski school area. Existing restroom facilities would be available to campers in the Timber Creek base area, and a portable shower trailer would be placed in the Timber Creek parking lot for the duration of the event. No outdoor cooking or open flames would be permitted. The outdoor camping sites are part of the REI-sponsored Outessa Summit at Kirkwood.

LOCATION: 33611 Kirkwood Meadows Drive, Kirkwood, CA, approximately 0.80 mile south of Highway 88 (APNs 026-020-047 and 026-270-034).

REVIEW: As part of the preliminary review process, this project is being sent to State and local agencies for their review and comment. The Amador County Technical Advisory Committee (TAC) will review the project for completeness, prepare conditions of approval, and make recommendations to the Planning Commission during its regular meeting on **Wednesday, May 31, 2017, at 3:00 p.m.** in Conference Room "A" at the County Administration Building, 810 Court Street, Jackson, California.

At this time, staff anticipates that the project will be Categorically Exempt from CEQA and a Notice of Exemption will be filed with the Amador County Recorder's Office.

RECEIVED
Amador County

MAY - 2 2017

PLANNING DEPARTMENT

Friday, April 28th, 2017

Dear Amador County and Tri-Tac Board,

This letter is relating to the permit application attached for the REI Outessa Event at Kirkwood Mountain Resort during July 13th – July 16th, 2017. I have outlined some general details of the event and specifically the camping area located at the Timber Creek base area below.

The REI Outessa event located at Kirkwood Mountain Resort is incredibly important to exposing Amador and Alpine Counties to a demographic of outdoor enthusiast who have the desire and expendable income to come back and enjoy our scenic and recreational areas for years to come. Through our partnership with REI we are putting Kirkwood on the map for the 100's of women attending and 1000's of women/REI customers that will receive communication about this event. In addition, the media is heavily involved and will further expose this area to the very people we want to attract. *See Section 1 below for more details.*

The overall focus of REI Outessa is to create a fun and adventurous women's weekend which gives participants the opportunity to try new outdoor activities and equipment in a safe environment while gaining confidence about outdoor endeavors such as camping, mountain biking, trail running, paddle boarding etc. With this in mind, REI has created a Signature Camping experience which includes the opportunity to test gear such as sleeping bags and pads, tents and camping chairs while onsite. Although the majority of guests will be staying in our lodging accommodations we would like to provide a designated area with specific tent locations for about 60 tents and up to 120ppl. The camping area will be located on our private land/designated ski slopes above our Timber Creek base area. We have typically not allowed tent camping in this area and therefore it is departure from our normal summer operations. All camping participants will use bathrooms at Timber Creek and a self-contained shower trailer in the parking lot. The main impact would be foot traffic on designated ski slopes and compaction of vegetation under the tent areas. Meals are provided in our main village area through our resort catering department. There will be no cooking, camp fires or open flames allowed. *See section 2 below for more details.*

Both Vail Resorts and REI Inc. are dedicated to creating memorable outdoor recreation experiences for our customers. We are committed to making sure that this event and all activities associated with it are conducted in a sustainable manner in order to maintain the beauty of our natural surroundings. We truly appreciate your consideration regarding our request .

Sincerely,

Hillary Hutchens

Associate Director of Sales, Lake Tahoe
Heavenly Lake Tahoe | Northstar California | Kirkwood Mountain Resort

SECTION 1

REI Outessa Event Overview, <https://outessa.com/>

- An REI 3 day outdoor retreat for women
- Broad participant base of outdoor enthusiasts
- Target Market: Women 35-55. Generally affluent and educated. Married or single. Yoga moms, athletes, nature lovers, and women with enthusiasm and curiosity.
- Kirkwood has been chosen for the natural beauty and variety of activities and extensive trail systems.
- 200+ activities, classes and seminars related to the outdoors.
- Meals included in registration
- Most participants will be using onsite lodging

SECTION 2

Timber Creek Camping Area:

- Tent Camping on designated ski slopes at Timber Creek base area. See site map for specific location.
- Max 60 tent sites with no more than 120 ppl – sites will be numbered and predetermined
- Tents, camping chairs only - No cooking, open flame or campfires
- Timber Creek base area will be used for 24hr access to restrooms
- Shower trailer – self contained - will be parked in Timber Creek parking lot.



PLANNING DEPARTMENT LAND USE AGENCY

COUNTY ADMINISTRATION CENTER

810 Court Street • Jackson, CA 95642-2132
Telephone: (209) 223-6380

website: www.co.amador.ca.us
email: planning@amadorgov.org

APPLICATION PROCEDURE FOR USE PERMIT

A Public Hearing before the Planning Commission will be scheduled after the following information has been completed and submitted to the Planning Department Office:

1. Complete the following:

Name of Applicant Kirkwood

Mailing Address PO BOX 1
Kirkwood, CA 95146

Phone Number [REDACTED]

Assessor Parcel Number 0210020047000

Use Permit Applied For:

- Private Academic School
- Private Nonprofit Recreational Facility
- Public Building and Use(s)
- Airport, Heliport
- Cemetery
- Radio, Television Transmission Tower
- Club, Lodge, Fraternal Organization
- Dump, Garbage Disposal Site
- Church
- OTHER Special Use - Camping

- 2. Attach a letter explaining the purpose and need for the Use Permit.
- N/A 3. Attach a copy of the deed of the property (can be obtained from the County Recorder's Office).
- N/A 4. If Applicant is not the property owner, a consent letter must be attached.
- N/A 5. Assessor Plat Map (can be obtained from the County Surveyor's Office).
- 6. Plot Plan (no larger than 11" X 17") of parcel showing location of request in relation to property lines, road easements, other structures, etc. (see Plot Plan Guidelines). Larger map(s) or plans may be submitted if a photo reduction is provided for notices, Staff Reports, etc. The need is for easy, mass reproduction.
- 7. Planning Department Filing Fee: [REDACTED]
Environmental Health Review Fee: [REDACTED]
Public Works Agency Review Fee: [REDACTED]
- 8. Complete an Environmental Information Form.

ENVIRONMENTAL INFORMATION FORM

(To be completed by applicant; use additional sheets as necessary.)
Attach plans, diagrams, etc. as appropriate.

GENERAL INFORMATION

Project Name: Kirkwood - Special Agent - Camping

Date Filed: _____ File No. _____

Applicant/ Developer	<u>Kirkwood</u>	Landowner	<u>Heavenly Valley Limited</u>
Address	<u>1501 Kirkwood Meadows Dr</u>	Address	<u>Partnership - DBA Kirkwood</u>
Phone No.	<u>[REDACTED]</u>	Phone No.	<u>[REDACTED]</u>

Assessor Parcel Number(s) 0210020047000

Existing Zoning District District Plan Development / Open Space

Existing General Plan Special Planning Area

List and describe any other related permits and other public approvals required for this project, including those required by city, regional, state, and federal agencies: None

WRITTEN PROJECT DESCRIPTION (Include the following information where applicable, as well as any other pertinent information to describe the proposed project):

1. Site Size
2. Square Footage of Existing/Proposed Structures
3. Number of Floors of Construction
4. Amount of Off-street Parking Provided (provide accurate detailed parking plan)
5. Source of Water
6. Method of Sewage Disposal
7. Attach Plans
8. Proposed Scheduling of Project Construction
9. If project to be developed in phases, describe anticipated incremental development.
10. Associated Projects
11. Subdivision/Land Division Projects: Tentative map will be sufficient unless you feel additional information is needed or the County requests further details.
12. Residential Projects: Include the number of units, schedule of unit sizes, range of sale prices or rents and type of household size expected.
13. Commercial Projects: Indicate the type of business, number of employees, whether neighborhood, city or regionally oriented, square footage of sales area, and loading facilities.
14. Industrial Projects: Indicate type, estimated employment per shift, and loading facilities.
15. Institutional Projects: Indicate the major function, estimated employment per shift, estimated occupancy, loading facilities, and community benefits to be derived from the project.
16. If the project involves a variance, conditional use permit, or rezoning application, state this and indicate clearly why the application is required.

Environmental Information Form

ADDITIONAL INFORMATION Are the following items applicable to the project or its effects? Discuss below all items checked "yes" (attach additional sheets as necessary).

YES NO

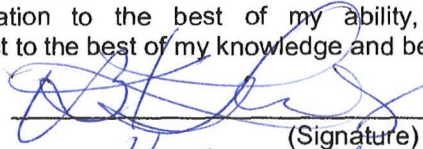
- 17. Change in existing features or any lakes or hills, or substantial alteration of ground contours.
- 18. Change in scenic views or vistas from existing residential areas, public lands, or roads.
- 19. Change in pattern, scale, or character of general area of project.
- 20. Significant amounts of solid waste or litter.
- 21. Change in dust, ash, smoke, fumes, or odors in the vicinity.
- 22. Change in lake, stream, or ground water quality or quantity, or alteration of existing drainage patterns.
- 23. Substantial change in existing noise or vibration levels in the vicinity.
- 24. Site on filled land or has slopes of 10 percent or more.
- 25. Use or disposal of potentially hazardous materials, such as toxic substances, flammables, or explosives.
- 26. Substantial change in demand for municipal services (police, fire, water, sewage, etc.).
- 27. Substantially increase fossil fuel consumption (electricity, oil, natural gas, etc.).
- 28. Does this project have a relationship to a larger project or series of projects?

ENVIRONMENTAL SETTING

- 29. Describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, and any cultural, historical or scenic aspects. Describe any existing structures on the site, and the use of the structures. Attach photographs of the site (cannot be returned).
- 30. Describe the surrounding properties, including information on plants and animals and any cultural, historical, or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (one family, apartment houses, shops, department stores, etc.), and scale of development (height, frontage, setback, rear yard, etc.). Attach photographs of the vicinity (cannot be returned).
- 31. Describe any known mine shafts, tunnels, air shafts, open hazardous excavations, etc. Attach photographs of any of these known features (cannot be returned).

Certification: I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

Date 5-1-17



(Signature)

For 

Kirkwood Outessa Timber Creek Map



Kirkwood Outessa Village Map

Timber Creek Camping Area (Enlarged image on next page)

