



Attachment D

MEMO

To: Tahoe Truckee Homeless Action Coalition

From: Seana Doherty, Coalition Coordinator

Date: October 15, 2025

Subject: Application of Town of Truckee Development Code § 18.02.025 – Exemption from Town of Truckee Development Code for Nevada County on the lease for the property located at **12315 Deerfield Drive** (behind Taco Bell) in order to stand up a 1 Year Navigation Center Pilot project.

Background

The Tahoe Truckee Homeless Action Coalition (TTHAC) is working to advance a 1 Year Navigation Center Pilot in Truckee to provide an urgently needed local response for unhoused residents. The facility will offer 16 beds (including shelter beds for four months and year-round interim beds) and daytime services such as case management, behavioral-health support, showers, mail access, and housing navigation.

Nevada County is being asked to serve as the lease holder of the property for the project which the Board will be discussing at their October 13 closed session as well as the October 28th Board meeting.

Project Goal & Timeline

The goal is to open the Navigation Center this winter to serve up to 16 people. There is a sense of urgency to serve community members as soon as possible due to challenges of our mountain weather. To expedite the process of moving from leasing to using the space as a center that serves unhoused people, TTHAC is requesting that the Town of Truckee use existing Development Code § 18.02.025(4)(c) to exempt lease holder, Nevada County, from the standard project approval process.

Applicable Code

Town of Truckee Development Code § 18.02.025(4)(c) states:

“Activities of the County of Nevada [are exempt from] the provisions of this Development Code, provided any notice of such activity is given to the Town as required by State law or County ordinance or regulation.”

This section implements California Government Code § 53091, which limits local regulation of county facilities performing governmental functions.

TTHAC is led by three co-chairs:

- Cindy Basso, Founder, Fellowship of Compassion
- Hardy Bullock, District 5 Supervisor, Nevada County
- Jan Zabriskie, Mayor, Town of Truckee

Member organizations:

- AMI Housing/North Tahoe-Truckee Homeless Services
- Fellowship of Compassion
- Nevada County
- Placer County
- Sierra Community House
- Tahoe Forest Health Systems
- Tahoe Truckee Community Foundation
- Town of Truckee
- Truckee Chamber
- Truckee Library
- United for Action

Working together to prevent and end homelessness in the Tahoe-Truckee region

thomelesscoalition.org | Tahoe Truckee Homeless Action Coalition Coordinator, 530-386-2940



Interpretation

Because Nevada County will be the lessee and operator of the Navigation Center, the project qualifies as a County activity and is therefore exempt from the Town's Development Code requirements. This means the project is not subject to Town zoning, use permits, or design review under Title 18. The County must still comply with applicable building, fire, health, accessibility, and environmental laws, and provide formal notice to the Town pursuant to statute.

Implications for the Pilot

This exemption enables the County and Coalition to:

- Expedite implementation of a one-year Navigation Center pilot before winter 2025–26;
- Utilize a leased commercial or institutional site without rezoning;
- Reduce costs and administrative delays associated with Town land-use approvals; and
- Demonstrate proof of concept for a permanent, community-supported facility.

While the project is exempt from the Town's Development Code, continued coordination with the Town of Truckee on safety, design compatibility, and neighborhood engagement remains a best practice.

Next Steps

1. Nevada County provides written notice to the Town (pending an invitation from the Town) citing § 18.02.025 and Government Code § 53091.
2. Town Council to approve a resolution and/or MOU regarding acceptance of the request (as part of the Funding Request at the Oct 28 Town Council meeting) for Development Code exemption.
3. Nevada County to proceed with lease execution.
4. Implement 120 Navigation Center Pilot Outreach Plan (posted on TTHAC website)