TRPA
APC
PACKETS

JANUARY
1983
NOTICE OF MEETING OF THE
ADVISORY PLANNING COMMISSION OF THE
TAHOE REGIONAL PLANNING AGENCY

NOTICE IS HEREBY GIVEN that on January 12, 1983 at
9:00 a.m. at the hearing room of the Tahoe
Regional Planning Agency, located at 2155 South Avenue, South
Lake Tahoe, California, the Advisory Planning Commission of
said agency will conduct its regular meeting. The agenda for
said meeting is attached to and made a part of this notice.

Dated: January 3, 1983

By: Philip A. Overynder
Executive Director
Tahoe Regional Planning Agency
TAHOE REGIONAL PLANNING AGENCY  
ADVISORY PLANNING COMMISSION  

TRPA Office, 2155 South Avenue  
South Lake Tahoe, California  

January 12, 1983  
9:00 a.m.  

PRELIMINARY AGENDA  

I. CALL TO ORDER AND DETERMINATION OF QUORUM  

II. APPROVAL OF AGENDA  

III. DISPOSITION OF MINUTES  

IV. ADMINISTRATIVE MATTERS  
   Election of Chairman and Vice Chairman  

V. APPEALS  
   A. Morrison/Martin, Appeal of Staff Rejection of an Application for Replacemnet  
      of Nonconforming Coverage, Douglas County, APN 07-038-05 and APN 11-070-02,  
      TRPA File #82-1174  
   B. Rogers/Major Engineering, Appeal of Staff Decision Pursuant to the Case-by-Case  
      Lot Review Criteria, Lot 136, Washoe County, APN 126-082-03, TRPA File  
      #82544  

VI. PLANNING MATTERS  
   A. Redesignation Request for Attainment Status Under Federal Clean Air Act  
   B. U.S. Postal Service, Action Plan for Mail Delivery  
   C. Regional Plan Development  

VII. REPORTS  
   A. Status Report on Proposition 4 and Burton-Santini Acquisition Program  
   B. Dillingham Commercial Project and General Plan Amendment, City of  
      South Lake Tahoe  
   C. Annual Report for the Lake Tahoe Basin Air Quality Plan (Federal Clean  
      Air Act)  
   D. Public Interest Comments  
   E. APC Members  

VIII. RESOLUTIONS  
   Resolution for Steve Hallam  

IX. CORRESPONDENCE  

X. PENDING MATTERS  

XI. ADJOURNMENT
December 8, 1982
8:45 a.m.

I. CALL TO ORDER AND DETERMINATION OF QUORUM

Chairman Mike Harper called the meeting of the Advisory Planning Commission to order at 8:50 a.m.

APC Members Present: Mr. Hallam, Mr. Pyle, Mr. Sullivan, Mr. Smith, Mr. Sawyer, Mr. Dodgion, Ms. McMorris, Mr. Bidart, Ms. Shellhammer, Mr. Randolph, Mr. Harper

APC Members Absent: Mr. Renz, Mr. Combs (arrived at 9:20), Ms. Bogush (arrived at 9:30), Mr. Schlumpf (arrived at 9:20), Mr. Hansen (arrived at 9:20), Ms. Sparbel

II. APPROVAL OF THE AGENDA

MOTION by Mr. Bidart, with a second by Mr. Sawyer, to approve the agenda as presented. The motion carried unanimously.

III. DISPOSITION OF MINUTES

MOTION by Mr. Smith, with a second by Mr. Dodgion, to approve the November 10, 1982 APC minutes with no corrections. The motion carried unanimously.

IV. APPEAL

A. Elegant/Buchbinder, Lot 17, Block H, Geraldine Drive, Incline Village Unit #1, Washoe County APN 125-232-16, TRPA File #81-1392

Planning Assistant Nora Shepard, stated this application was received in November, 1981, and the site was field checked in December, 1981. Based upon a preliminary staff review, the project was considered a high risk with regard to land stability and the MsE soil type which is extremely rocky in nature. The cement substratum appeared to be very close to the surface which indicates a lack of infiltration capacity. The fact that the lot has a road cut bank in excess of 15 feet at one point could create severe access difficulties. Because of the lot's high risk classification for land stability and the steepness of the cut bank, problems will occur in providing driveway and utilities access, and in achieving conformance with local requirements for on-site parking.
Ms. Shepard further stated that at the appeal hearing the possibility of a zero setback parking pad to provide the two off-street parking places rather than a driveway/garage type structure was discussed. K. B. Foster Engineering did an analysis and determined that a minimum 15 foot cut would be required for a parking pad. Staff felt this was considered excessive excavation and Mr. Overeynder, Executive Director, concurred with the staff determination that this application does not fit within the parameters of case-by-case review and the impacts cannot be minimized to an acceptable level.

Mr. Pyle stated that the Soil Conservation Service (SCS) staff field checked the lot just the day before the APC meeting. SCS staff determined the bank to be about 14 feet high and the length of slope about 30% which is approximately a 2:1 slope. The SCS did not have time to prepare a written report prior to the APC meeting but will submit one for Agency review.

Ms. Shepard pointed out staff's concerns with the large amount of excavation associated with this project; the rocky soil type would probably require some type of blasting on a slope of this size; retention would be difficult; and there is a problem with placement of the excavated material. As the slope's height is increased, the amount of excavation would increase the impacts. Ms. Shepard noted there are other homes built in this vicinity prior to the requirement for Agency review, but no case-by-case reviews have been approved on parcels this critical in nature.

Greg George, Chief of Project Review, suggested the possibility in excavating a cut slope this far of a water table problem and difficulty in stabilizing the slope.

Ms. Leah Kaufman, of K.B. Foster Engineering, representing the applicant, stated that Mr. Buchbinder who lives in Florida could not attend this APC meeting but would be present at the Governing Board meeting in December. Ms. Kaufman further stated the option of possible access from the adjacent property owner's existing driveway had been discussed but had not been pursued by Mr. Buchbinder at this time. Engineer Mike Edwards, of K.B. Foster Engineering, confirmed that the subject property is very close to a 2:1 slope, but disagreed with the rocky description, as the underlying soil 6 to 8 feet in depth could be called rocky, but doubted that blasting would be required. Excavation could be handled so disturbance would be kept to a minimum, and the areas around the parking pad would be stabilized with vertical retaining walls, and materials hauled away. Mr. Edwards stated that percolation tests were performed which found that the soils down to at least 3 feet were very permeable; no ground water seeps were observed. The owner is willing to mitigate and stabilize this project.

Mr. Sawyer asked what problems would be encountered with the direction of drainage from the building site and parking pad, stabilizing the slope, remedial erosion control and revegetation. Mr. Edwards stated the lot slopes gradually 5 to 10 percent towards Geraldine Drive and where the parking pad proposed cannot be stabilized, but vertical retaining walls and rock riprap is proposed. The owner would rather have a covered 20 x 20 paved driveway.
APC REGULAR MEETING MINUTES DECEMBER 8, 1982

Discussion followed pertaining to alternate access. Mr. Hallam expressed his concerns, stating all of the alternatives should be explored. He is not in favor of a parking pad because of snow removal difficulties, and the amount of excavation due to the steepness of the slope. Mr. Sawyer addressed his concerns with problems of further cuts into the over-steepness of the slope.

Ms. McMorris recommended to continue discussion until staff has reviewed the Soil Service's recommendations.

MOTION by Mr. Hallam, with a second by Mr. Randolph, to recommend to the Governing Board that the appeal be denied. This denial is based on the fact that the applicant has not pursued other alternatives, there are snow removal problems with a parking pad, the slopes are excessive and would require extensive excavation, and drainage problems could occur from the necessary excavation. This motion was made with the understanding that the applicant could pursue other options, including an alternative access to the property. The motion carried on the following vote.

Ayes: Mr. Hallam, Mr. Pyle, Ms. Bogush, Mr. Sullivan, Mr. Smith, Mr. Sawyer, Mr. Dodgion, Ms. McMorris, Mr. Bidart, Ms. Shellhammer, Mr. Randolph, Mr. Harper

Nayes: None

Abstain: Mr. Combs, Mr. Schlumpf, Mr. Hansen

Absent: Mr. Renz, Ms. Sparbel

It was noted for the record the abstention votes was due to the APC members late arrival to the meeting.

V. RESOLUTIONS - None

VI. CORRESPONDENCE - None

VII. PENDING MATTERS - None

Mr. Hallam announced that he has accepted a planning position in Salinas and would be leaving the El Dorado County Planning Department on December 14, 1982.

MOTION by Mr. Harper, with a second by Mr. Hansen, directing staff to prepare a resolution for Mr. Hallam. The motion carried unanimously.

VIII ADJOURNMENT

The APC meeting adjourned at 9:35 a.m.

Respectfully submitted,

Mary Bailey
Secretary II
Morrison/Martin, Appeal of Staff Rejection of an Application for Replacement of Nonconforming Coverage, Douglas County, APN 07-038-05 and APN 11-070-02, TRPA File #82-1174

Applicant: Walter Morrison/Gary Schnakenberg

Project Description: The applicant proposes to construct a one story single family dwelling and a separate guest house/garage structure. The dwelling is to be placed at the top of a rocky knoll with a garage structure at a distance of approximately 600 horizontal feet, at the base of the hill. The elevation difference between the proposed garage and dwelling is approximately 200 feet. A "tram" is proposed to be used as the access from the garage to the dwelling.

Project Location: North Benjamin Drive, Kingsbury Grade.

Site Description: The applicant owns two adjacent parcels, one 16.8 acres and the other 4.2 acres, totally 21 acres. There are a number of existing dirt roads on the property. There is a stream environment zone adjacent to the parcels, but it is well away from the proposed building sites. A majority of the parcel is very steep terrain, and there is some rock outcrop. The primary building site is in the saddle of a rocky knoll. The garage/guest house is adjacent to a road which traverses the 16.8 acre parcel. Because of unauthorized off-road vehicle use, there are a number of disturbed areas.

Review Per Section: Section 9.21 of the Nevada Side Land Use Ordinance

Land Use District: General Forest (GF)

Land Capability Classification:

- CaE, Land Capability Classification 2
- CaF, Land Capability Classification 1A
- RtF, Land Capability Classification 1A

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<th>Land Coverage</th>
<th>Coverage Area</th>
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<td>Lot Area: 915,600 sq. ft.</td>
<td>Proposed Coverage:</td>
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<tr>
<td>Allowable Coverage (1%): 9,156 sq. ft.</td>
<td>House 3,212 sq. ft.</td>
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<tr>
<td>Existing Coverage: 34,250 sq. ft.</td>
<td>Garage/Guest House 1,690 sq. ft.</td>
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<tr>
<td>Proposed New Coverage: 4,954 sq. ft.</td>
<td>Road &amp; Drive 10,560 sq. ft.</td>
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<tr>
<td>Required Reduction: 7,463 sq. ft.</td>
<td>Tramway 342 sq. ft.</td>
</tr>
<tr>
<td>Permitted Coverage 34,250 sq. ft.</td>
<td>Total Proposed: 15,804 sq. ft.</td>
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<td>After Reduction 26,787 sq. ft.</td>
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1-4-83
APC AGENDA ITEM V A.
NLS:md
Project History: The subject application was received by the Agency on August 13, 1982. The proposal was preliminarily reviewed in the field by Agency staff in October of 1982. Based upon this review, Agency staff determined that the necessary findings for approval of replacement of nonconforming coverage could not be made with regard to the specific proposal and the application was, therefore, rejected. The applicant met with Agency staff on November 11, 1982 and expressed a desire to appeal this determination to the Advisory Planning Commission and Governing Body.

Impact Analysis and Mitigation Measures: The applicant is proposing to create new coverage on the subject parcel and remove existing coverage elsewhere on the parcel. The new coverage consists of a new single family dwelling in the saddle of a rocky knoll, while the existing coverage to be removed consists of the overwided portions of dirt roads. In order to permit new coverage in this situation, the following findings must be made:

1. The applicant demonstrates beyond any reasonable doubt that the relocation to the alternative site will protect and enhance the natural environment of the parcel and surrounding lands to a substantially better extent than replacement on the original site.

2. The total nonconforming land coverage that exists on the parcel before the replacement will be reduced in amount by at least ten (10) percent, provided, however, that in the case of a replacement to which the provisions of subsection (b)(i) or (b)(ii) apply the reduction must be to ten (10) percent less than would otherwise be required.

The second finding can be satisfied by the applicant. Agency staff finds however, that the first finding is not satisfied by the proposal under review. The proposal will result in revegetation and stabilization of portions of an existing steep dirt road where erosion is evident. This road cannot be completely removed, however, as the U.S. Forest Service wishes to retain it as fire access. The road proceeds up the hill at a slope in excess of 30%.

The applicant is willing to use whatever construction techniques become necessary to minimize disturbance. He has contacted a helicopter service and has proposed using helicopters to transport building materials to the building site. Agency staff contends, however, that construction on top is not the most appropriate building site and will result in excessive disturbance. Some specific areas of concern include:

1. New Coverage: The proposed building site is in an area which is currently undisturbed. Construction will avoid the major rock outcrops on the knoll, but the general character of the area is very rocky (RtF soil type). The dwelling construction will cause a great deal of disturbance. There is an existing disturbed area adjacent to the lower portion of the road, which staff has suggested as a more suitable building site meeting the requirements of finding #1 above. The proposed new coverage encroaches into an area which is entirely undisturbed. Agency staff contends that the new development should occur on areas already disturbed.

1-4-83

APC AGENDA ITEM V A.
2. **Proposed Tramway:** The applicant proposes to use a tramway to access the dwelling. Only 342 square feet of coverage is being claimed for this structure. Based upon the preliminary plans submitted it appears as though construction of the tram will cause a great deal of disturbance. The structure is to be approximately 600 feet in length. It appears as though abutments will be required every 6 to 8 feet. Installation of these concrete abutments will be difficult to achieve without excessive site disturbance on a steep and rocky hillslope. It is evident from the existing erosion on site that this hillslope has a high erosion potential if vegetation is removed.

3. **Utilities:** Agency staff also questions the ability of the applicant to provide utilities to the primary building site without it causing excessive land disturbance. The building site is at least 900 feet from the existing utilities. Trenching up the steep slopes would result in erosion and soil loss.

**Consistency with Applicable Plans, Ordinances, Regulations and Standards:** Prior to approval of this project, the Governing Body must make written findings pursuant to Article VI(b) of the Compact regarding consistency with applicable plans, ordinances, regulations and standards of federal, state and regional agencies. The staff has analyzed applicable elements for consistency and has made the following findings:

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<th>Applicable Elements</th>
<th>Findings</th>
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<tr>
<td>Nevada Side Land Use Ordinance</td>
<td>Inconsistent*</td>
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<td>Nevada Side General Plan and Sub-Elements</td>
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*Based on Section 9.21 of the Nevada Side Land Use Ordinance and the fact that there are reasonable doubts regarding whether the proposed siting of the structure would best protect the environment as compared to other available locations for the dwelling.

**Project Analysis and Issues for Discussion:** If the applicant were willing to modify the application and construct the principal residence in the approximate location of the proposed guest house/garage, staff would reevaluate the application and could probably make the necessary findings. The current proposal, however, results in excessive land disturbance in a highly critical area. The required finding states that the Agency must find, beyond any reasonable doubt that the coverage relocation protects, and in fact enhances the natural environment of the parcel and surrounding lands to a substantially better extent than replacement on the original site. Although some erosion and slope stabilization problems will be solved, staff feels that the impacts resulting from the current proposal would be greater than the existing situation. There is an alternative site, however, for which the necessary finding could be made. The required findings of Section 9.21 of the TRPA Land Use Ordinance are not satisfied in the staff's opinion, and the current application has been rejected at a staff level.

1-4-83
Rogers/Major Engineering, Appeal of Staff Decision Pursuant to the Case-by-Case Lot Review Criteria, Lot 136, Washoe County, APN 126-082-03, TRPA File #82544

Applicant: Jim Rogers/Major Engineering

Project Description: The applicant is proposing to construct a 2 bedroom, Tyrolean style single family dwelling with a one car garage.

Project Location: Lot 136, Tyrolean Village Unit #7.

Site Description: The subject parcel is an uphill lot with a slope of approximately 25% across the building site. There is a road cut which is approximately 8 feet in height. This slope is currently ginnitied as it is designated by the subdivision map as a building site that must contain a garage. The site is well vegetated with manzanita and pines. The soil is rocky in nature.

Review Per Section: Section 12.20 of TRPA Ordinance 81-5
Article VI(b) of the TRPA Compact

Land Use District: Low Density Residential (LDR)

Land Capability Classification: Level 1A, UmF soil type

Land Coverage:

Total Lot Size: 1,600 sq. ft. (40' x 40' building envelope)
Allowable Coverage: 1,600 sq. ft.
Proposed Coverage: 1,571 sq. ft.

Building Height: Allowable: 35' + 12 ft. cross slope allowance
Proposed: 30'

Project History: The application was received in June, of 1982. The site was field checked in August, 1982. Based upon a preliminary staff review, the project was considered a high risk with regard to land stability. Concern was also raised regarding the runoff potential due to the rocky nature of the soil. This preliminary decision was appealed to Philip Overeynder, Executive Director. He concurred with the staff determination.

At the appeal hearing, staff discussed the off-street parking problem in Tyrolean Village. The applicant has redesigned the plans to utilize a one car garage, thereby reducing excavation. However, staff finds that this revised proposal is a High Risk with regard to Land Stability. The applicant now wishes to appeal this determination.

1-4-83
NLS:md

APC AGENDA ITEM V B.
Impact Analysis and Mitigation Measures: The Case-by-Case Lot Review Criteria have been applied to the subject parcel. Staff finds that the parcel is considered a high risk with regard to at least one of the four criteria.

Proximity to a Stream or Wetland: Low Risk. The parcel is away from the direct area of influence of a stream environment zone.

Runoff Potential: Moderate to High Risk. The soil in the area is rocky in nature; this coupled with the 25% slope may cause infiltration difficulties. Additional information would be required to properly assess the runoff potential.

Land Stability: High Risk. The Case-by-Case Lot Review Criteria defines a High Risk with regard to Land Stability as follows:

High Risk (Class I)

These areas include over-steepened slopes between 30-60% on the construction site, contain some spring and seep areas with the potential for land instability, and contain some lots with steep road cuts or fills causing access difficulties for either driveways or utilities. Conformance with local requirements for on-site parking and setback standards or construction of utilities would require excessive excavation.

A High Risk rating in any one of the four criteria precludes an application from further case-by-case review. Agency staff finds that an 8 foot road cut slope, which would result in a maximum cut of approximately 10 feet, is excessive and causes access difficulties as described in the criteria. A cut of this height requires a retaining wall with supporting footings. Construction of these footings requires substantial excavation and backfill. The area of disturbance is therefore much greater than is reflected on the plans. Additionally, the drainage system is designed so that roof drainage is "infiltrated" into this unconsolidated backfill. This would not function efficiently, and the runoff would be discharged at street level. Cuts such as this cause stability problems as well as potential interference with ground water flows. Such a cut is necessary due to the subdivision requirement that this parcel provide at least one off-street parking place.

Vegetation: Moderate Risk. The site is currently well vegetated. Because of the rocky nature of the soil, however, revegetation of disturbed areas may be difficult.

Consistency with Applicable Plans, Ordinances, Regulations and Standards: Prior to approval of this project, the Governing Body must make written findings pursuant to Article VI(b) of the Compact regarding consistency with applicable plans, ordinances, regulations and standards of federal, state and regional agencies. The staff has analyzed applicable elements for consistency and has made the following findings:

1-4-83

APC AGENDA ITEM V B.
Applicable Elements

Nevada Side Land Use Ordinance
Nevada Side General Plan and Sub-Elements
TRPA 208 Water Quality Plan
Nevada Division of Environmental Protection
   Air Quality Plan
Federal Air Quality Standards

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*This project is inconsistent with the 208 Water Quality Plan since it is not within the parameters of the Lot Review Criteria.

Project Analysis and Issues for Discussion: Agency staff finds that the impacts resulting from the proposed project are excessive and are not minimized to an acceptable level. The project does not fit within the parameters of the Case-by-Case Lot Review Criteria.
January 3, 1983

To: Advisory Planning Commission

From: The Staff

Subject: Redesignation Request for Attainment Status
Under the Federal Clean Air Act, Agenda Item VI A.

The Environmental Protection Agency (EPA) designated the entire Lake Tahoe Basin as a nonattainment area for carbon monoxide on March 3, 1978. This designation was requested from the California Air Resources Board (ARB) and Nevada Division of Environmental Protection (NDEP) under Section 107(d)(1) of the Federal Clean Air Act.

Since 1978, air quality monitoring and modeling data have shown that the carbon monoxide air quality problem is limited to the U.S. 50 corridor in South Lake Tahoe. As a result, the Placer County Board of Supervisors has formally requested redesignation of Placer County to attainment.

As a result of this request, staff discussed this issue with the APC in November, 1982, and the APC directed staff to proceed with the request. Staff is now requesting that the APC make a recommendation to the Governing Board on Placer County's request for redesignation and on the attached resolution.

Attachment

DN: jf
WHEREAS, the State of California, Air Resources Board, on December 2, 1977, requested, pursuant to Section 107(d)(1) of the Federal Clean Air Act, that the Federal Environmental Protection Agency designate the Placer County portion of the Lake Tahoe Air Basin as a nonattainment area for the National Ambient Air Quality Standard for Carbon Monoxide; and

WHEREAS, subsequent to the State of California's request, the Federal Environmental Protection Agency, formally designated the Placer County portion of the Lake Tahoe Air Basin as a nonattainment area for the National Ambient Air Quality Standard for Carbon Monoxide; and

WHEREAS, the California Air Resources Board has modeled ambient carbon monoxide concentrations at selected sites in the Placer County portion of the Lake Tahoe Air Basin; and

WHEREAS, the California Air Resources Board and the Placer County Air Pollution Control District have conducted ambient air monitoring for carbon monoxide at selected sites in the Placer County portion of the Lake Tahoe Air Basin; and

WHEREAS, this data demonstrates that the Placer County portion of the Lake Tahoe Air Basin is in attainment with the National Ambient Air Quality Standard for carbon monoxide and that future concentrations will not exceed this Standard;

NOW, THEREFORE BE IT RESOLVED that the Tahoe Regional Planning Agency Governing Body hereby petitions the State of California Air Resources Board and the Federal Environmental Protection Agency to redesignate the Placer County portion of the Lake Tahoe Air Basin as an attainment area for the National Ambient Air Quality Standard for Carbon Monoxide.

PASSED and ADOPTED by the Governing Body of the Tahoe Regional Planning Agency this ____________ day of January, 1983, by the following vote:

Ayes:

Nays:

Abstain:

Absent:

__________________
Chairman
MEMORANDUM

January 4, 1983

TO: TRPA Advisory Planning Commission

FROM: Agency Staff

SUBJECT: U.S. Postal Service, Action Plan for Mail Delivery, Agenda Item VI B.

This report could not be included in the packet but will be distributed for your review prior to the APC meeting.

/md
MEMORANDUM

January 5, 1983

TO: TRPA Advisory Planning Commission

FROM: Agency Staff

SUBJECT: Regional Plan Development, Agenda Item VI C.

An update on the current status of the Regional Plan Development will be presented to the APC members.

/md
MEMORANDUM

January 5, 1983

TO: TRPA Advisory Planning Commission

FROM: Agency Staff

SUBJECT: Status Report on Proposition 4 and Burton-Santini Acquisition Program Agenda Item VII A.

Andy Sawyer and a member from the U.S. Forest Service will present a current report on Proposition 4 and the Burton-Santini Acquisition Program to the APC members.
Dillingham Commercial Project and General Plan Amendment, City of South Lake Tahoe

On October 28, 1982 the TRPA Governing Board approved a "Partial Settlement Agreement" between the Agency and the Dillingham Development Company. This agreement was entered into as a settlement of a lawsuit filed by the Dillingham Development Company alleging that the restrictions and prohibitions contained in the amended Compact had the effect of depriving Dillingham's land of all reasonable use and economic value. The land affected by the settlement agreement consists of approximately 238 acres of undeveloped land located in Tahoe Keys.

On January 21, 1982 the Dillingham Development Company, the CTRPA, the State of California and the City of South Lake Tahoe entered into a similar agreement to settle their disputes on the same property.

As part of the settlement, the TRPA Governing Board has agreed to approve a neighborhood convenience shopping center on a 5.98 acre parcel located at the northeasterly corner of Tahoe Keys Boulevard and Venice Drive. The settlement states that the shopping center may contain convenience stores, a branch post office, offices, restaurants, and other neighborhood business facilities.

A final Environmental Impact Report has been prepared and certified by the City of South Lake Tahoe for the commercial project to satisfy CEQA requirements and a draft Environmental Impact Statement has been prepared by the TRPA to satisfy the Compact requirements. On December 14, 1982 the draft EIS was sent out for the required 60 day circulation. The draft EIS is scheduled for a determination of technical adequacy by the Advisory Planning Commission on February 9, 1983.

In order for the commercial project to be a conforming use, the 5.98 acre site must be reclassified from High Density Residential (HDR) to General Commercial (GC). Due to the Governing Board's prior commitment through the settlement agreement to approve a neighborhood convenience shopping center on the site, the public hearing for the required General Plan amendment will be held before the Governing Board. The Governing Board is scheduled to consider certification of the final EIS, the General Plan amendment and the project on February 23, 1983. Although the Governing Board has agreed to approve a shopping center on the subject site the Board must still find that the resulting impacts will be mitigated to less than a significant level. The draft EIS assesses a number of alternative mitigation measures to satisfy this requirement.
MEMORANDUM

December 28, 1982

TO: TRPA Advisory Planning Commission

FROM: Agency Staff

SUBJECT: Annual Report for the Federal Air Quality Plan, Agenda Item VII C

An annual report is required to be prepared each year and submitted to the state agency(s) responsible for air quality planning by the Clean Air Act. The purpose of the report is to evaluate progress made towards attaining the federal air quality standard(s) and implementation of measures included in federal air quality plans.

Staff has prepared a draft annual report which is attached for your review. The schedule for completing and submitting the report to California and Nevada is listed below:

- Comments from the Advisory Planning Commission (APC), Environmental Protection Agency (EPA), state agencies and local agencies due by January 28, 1983.
- APC recommendation to the Governing Board at the February 9, 1983 meeting.
- Governing Board certifies the report at the February 23, 1983 meeting.
- Submit the report to the California Air Resources Board (ARB) and Nevada Division of Environmental Protection (NDEP) in March, 1983.

DN:md
Attachment
DRAFT ANNUAL REPORT
FOR THE
LAKE TAHOE BASIN
FEDERAL AIR QUALITY PLAN

Tahoe Regional Planning Agency
January 1983
ANNUAL REPORT
FOR THE
LAKE TAHOE BASIN
FEDERAL AIR QUALITY PLAN
CALENDAR YEAR 1982

Responsible Agency:
Tahoe Regional Planning Agency
2155 South Avenue
P.O. Box 8896
South Lake Tahoe, California 95731

For Further Information Contact:
Dale W. Neiman
Senior Planner
Tahoe Regional Planning Agency
2155 South Avenue
P.O. Box 8896
South Lake Tahoe, California 95731
(916) 541-0249

Abstract:
This document is an annual report regarding the Lake Tahoe Basin Federal Air Quality Plan:

This report is required to be prepared each year by the Clean Air Act Amendments of 1977. The purpose of the report is to evaluate progress made towards attaining the federal carbon monoxide air quality standard in the Tahoe Basin over the last six years and progress made toward funding and implementing measures to reduce carbon monoxide levels over the last year.
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**APPENDIX**

A. Feasibility Studies
I. **Introduction:**

The purpose of this report is to evaluate progress made towards attaining the federal carbon monoxide air quality standard in the Tahoe Basin over the last six years and to evaluate progress made towards funding and implementing the measures adopted in the Lake Tahoe Basin Federal Air Quality Plan on August 26, 1982.

There are three parts to the report which are listed below.

- What trends are we seeing in those factors that affect the amount of carbon monoxide in the air?
- Is there less carbon monoxide in the air today compared to the past?
- What measures have been funded and/or put into effect during calendar year 1982 that will reduce the amount of carbon monoxide in the air in the future?

This report is required to be prepared each year by the Clean Air Act Amendments of 1977. The purpose of the report is to evaluate if reasonable further progress is being made towards attaining the federal carbon monoxide air quality standard in the Tahoe Basin. The 1977 Amendments define reasonable further progress as annual reductions in air pollution which are sufficient in the judgement of the Environmental Protection Agency (EPA) to provide for the attainment of the federal carbon monoxide air quality standard by December 31, 1987.

The Clean Air Act also requires that a contingency plan be included in each air quality plan. The purpose of this plan is to provide a description of what measures will be developed and implemented if reasonable further progress is not being made towards the attainment of the federal carbon monoxide standard. If EPA determines that reasonable further progress is not being made, they will require that the air quality plan be revised and resubmitted to both states and EPA. The adopted Lake Tahoe Basin Federal Air Quality Plan provides that additional transit measures, ridesharing, driver advisories, parking management, indirect source review and idling restrictions be considered as contingency measures.

II. **Trends in Factors Related to Carbon Monoxide Air Quality:**

The carbon monoxide air quality problem in the Tahoe Basin is caused almost exclusively by automobiles. The problem is also very localized, occurring only in those areas that experience traffic congestion. The federal standard generally is only exceeded on weekends between December and February because of the increase in the number of automobiles in the South Shore area from visitors and because the weather conditions tend to create higher carbon monoxide values at that time. The weather and traffic conditions also generally limit violations of the standard to 4:00 p.m. and 12:00 midnight. Figure 1 shows those areas that are projected not to attain the federal carbon monoxide standard by 1987 unless the measures in the Plan are put into effect.
Areas Predicted to Exceed Federal Standard

Figure 1  Areas Predicted to Exceed the Federal 8 Hour Carbon Monoxide Air Quality Standard (9 ppm) in 1987
Trends in carbon monoxide air quality can be evaluated by reviewing those factors that reduce the amount of carbon monoxide emitted from automobiles and factors related to traffic congestion. The amount of carbon monoxide emitted from automobiles can be reduced by requiring stricter air pollution controls on new automobiles (emission standards) and by inspecting automobiles to insure that they are properly tuned and that the pollution control devices are operating properly (inspection and maintenance (I/M) program). Traffic congestion can be reduced by developing measures to decrease dependency on the automobile and by making improvements to traffic flow.

During the last six years, the only measure that has decreased the amount of carbon monoxide emitted from automobiles is stricter emission standards for new cars and trucks. This program has resulted in approximately a 15 to 20% reduction in carbon monoxide emitted from vehicles driven by the public over the last six years.

There have been two significant improvements that have occurred over the last six years that decreased the number of automobile trips in the South Shore area. The first is the initiation of the Heavenly Valley Ski Bus service. The system averaged 710 riders per day between January 1 and February 28, 1982. The Heavenly Valley Ski Area spent approximately $232,000 to purchase the buses, and provides approximately $28,000 to the City of South Lake Tahoe (City) each year to operate the service. Figure 2 shows the January and February trends in ridership for the system over the last four winters.

The second significant factor that has decreased the number of trips in the South Shore area is improvements to the STAGE bus system. The City and Caltrans have provided $1,643,600 in funds for projects to improve the system since 1978. The City of South Lake Tahoe also initiated a monthly pass provision in 1981. The STAGE system averaged 2656 riders per day between January 1 and February 28, 1982. This represents a 212% increase in ridership since 1977. Figure 3 shows the January and February trends in ridership levels since 1977.

The improvements to transit have resulted in fewer trips on the U.S. 50 Corridor. Figure 4 shows trends in traffic volumes on the U.S. 50 corridor for President's Weekend at three locations and the volume that has to be reached by 1987 to attain the federal carbon monoxide standard. Figure 5 also shows the locations of each traffic counter. Trends are shown for President's Weekend because the highest carbon monoxide values are generally measured at that time. The traffic volumes have generally decreased or remained about the same since 1977 at all three locations with the exception of 1981. Traffic volumes are also shown for the third weekend in January for comparison. These trends are also similar to the President's Weekend trends.

Figure 6 shows trends in average daily traffic volumes for the month of February at two locations. February was selected to evaluate monthly trends because it usually has the most violations of the carbon monoxide standard. The volumes at the Upper Truckee River Bridge have generally remained the same since 1979. However, the volumes at the Kingsbury Grade counter have increased by approximately 4% a year.

The trends in traffic volumes over the last six years at the California locations have probably remained the same and decreased because the transit improvements have decreased the number of trips in the California portion of the
Figure 2
Total Ridership for Heavenly Valley Bus System for January and February

- Total January Ridership Values
- Total February Ridership Values

1979: (a) Did Not Operate Due to Lack of Snow
1980: (b) Did Not Operate Four Days Due to Weather
1981
1982
Figure 3
Total Ridership for Stage Bus System
for January and February

100,000
80,000
60,000
40,000
20,000
0


Total January Ridership Values
Total February Ridership Values
Figure 4
Historical Traffic Volumes (4:00 to 12:00 Midnight)

- Saturday of Presidents Weekend
- Third Saturday in January

(a) Traffic Volume Required to Attain the Standard
(b) Traffic Counter Was Out of Order
Figure 5  Traffic Counters

1. Kingsbury Grade
2. Park Avenue
3. Upper Truckee River Bridge
Figure 6

Historic Average Daily Traffic Volumes for February
U.S. Highway 50 at Kingsbury Grade and Upper Truckee River Bridge

Traffic Volumes

0 10,000 20,000 30,000 40,000 50,000


Upper Truckee River Bridge
Kingsbury Grade
Basin and because the level of growth has been somewhat lower in California than Nevada.

A number of projects have also been put into effect that improve traffic flow on the U.S. 50 Corridor. The City initiated a program to prevent trucks from blocking traffic and modified chain-up control procedures on Ski Run Boulevard. The State of Nevada installed a pedestrian/vehicle separation and removed a pedestrian stop light at the South Shore casino core area. Caltrans also funded and installed an intersection modification at the U.S. 50/Sierra Blvd. intersection.

III. Trends in Carbon Monoxide Air Quality:

The improvements discussed above have generally decreased the amount of carbon monoxide in the air in the South Shore area. Figure 7 shows the highest and second highest carbon monoxide values measured at four locations over the last six years. The locations of the monitors are shown in Figure 8. In general, both the maximum and second highest values have decreased. There has also been a significant improvement in air quality at the Stateline, CA and Sonora Fire station sites. The fluctuations that have occurred are probably related to weather conditions and/or traffic volumes between winters.

Figure 9 shows the number of times the carbon monoxide standard has been exceeded at three locations. A dramatic decrease in the number of violations occurred at the Sonora Fire Station site. The number of violations at the Dunlap and Stateline, CA sites have generally remained the same.

IV. Funding and Implementation Status of the Measures Adopted in the Federal Air Quality Plan:

The purpose of this section is to evaluate progress made during calendar year 1982 to fund and implement measures designed to improve air quality with respect to carbon monoxide.

The most significant improvement in air quality planning in the Tahoe Basin was probably the adoption of the Lake Tahoe Basin Federal Air Quality Plan by the TRPA Governing Board in August, 1982 and its general acceptance by the entities responsible for funding the measures included in the Plan. Past air quality planning efforts in the Basin have been fragmented and the various jurisdictions having responsibility could not agree on a program. Staff of the City of South Lake Tahoe, District 3 Caltrans, U.S. Forest Service, Nevada Division of Environmental Protection (NDEP), Placer County Air Pollution Control District (APCD), El Dorado County APCD, California Tahoe Regional Planning Agency (CTRPA), Douglas County Planning Department, Washoe County Planning Department, Nevada Department of Transportation (NDOT), California Air Resources Board (ARB) and EPA put forth a substantial effort to develop the Plan. The South Tahoe Public Utilities District (STPUD) was also very helpful in resolving a number of issues related to the Plan.

The Air Quality Plan provided for a five year implementation program to solve the carbon monoxide air quality problem in the South Shore area. The Plan also identified projects that should be funded each year and measures that should be
Figure 7
8-Hour Average Carbon Monoxide Concentrations Recorded Between 1977 and 1982
Figure 8  Locations of the Carbon Monoxide Air Quality Monitors
Figure 9
Violations of the 8 Hour Federal Carbon Monoxide Standard Between 1977 and 1982

(a) January – March
studied to determine if they should be implemented. The measures identified for implementation and further study during calendar year 1982 are listed below:

**Implementation**

- Purchase two buses
- Fund five bus pullouts
- Fund eight bus shelters
- South Avenue extension
- Ski Run Avenue intersection modification
- Upgrade the computerized signalization system by installing Model 170 controllers at the Rufus Allen Boulevard, Ski Run Boulevard, and Wildwood Avenue intersections

**Further Study**

- Mail delivery
- Driver advisories
- Idling restrictions
- Pedestrian incentives

As discussed below, substantial progress was made towards funding and implementing these measures during 1982 in addition to measures identified for implementation after 1982.

A number of improvements to the STAGE system were funded during 1982. The City budgeted $150,000 to purchase two mid-size buses. The City and Caltrans have provided funds to complete 6 bus shelters and 11 pullouts. Another $72,500 has been committed to install additional bus shelters and pullouts. CTPRA also has required that 9 bus shelters and 2 bus turnouts be installed through the Indirect Source Review Program. The total cost of these improvements is approximately $286,500. Tahoe TV Cable also provided 30 hours of transportation messages for marketing. Heavenly Valley also purchased two additional buses at a cost of $61,000.

The City and Caltrans budgeted funds for the completion of the South Avenue extension and Ski Run Avenue intersection modification. The Air Quality Plan indicated that the computerized signalization system should be upgraded by installing Model 170 controllers at a number of intersections along the U.S. 50 corridor between 1982 and 1987. Caltrans, however, decided that this improvement could be completed as one project. The cost of this project is approximately $170,000. Caltrans has committed funds to complete this project if all the approvals can be obtained by February 1, 1983. The City and Caltrans also budgeted $1,437,000 to complete intersection improvements at U.S. 50 and Third Street, O'Malley and Tallac Avenue intersections and to extend Third Street.

The U.S. Postal Service completed an Action Plan concerning a change in the mode of mail delivery. The study evaluates a number of alternatives and recommends that a number of small postal facilities be built in neighborhoods in the Basin.

Staff completed a study regarding the effectiveness of idling restrictions and driver advisories. The study regarding idling restrictions concluded that this measure would not lower the amount of carbon monoxide emitted from automobiles. However, prohibiting drive-up facilities could be an incentive to increase pedestrian traffic and likewise a disincentive to using the automobile. The
study regarding driver advisories also concluded that this measure would not be effective. Both of the studies and comments received are included in Appendix A.

A study evaluating pedestrian incentives has not been completed. Staff has requested that the City assume lead responsibility for this measure because local government can develop and implement this measure more effectively than regional government. The City has not yet responded to this request.

The California State Legislature adopted authorizing legislation in September to implement an inspection and maintenance (I/M) program in the urbanized areas of California. This measure is estimated to reduce the carbon monoxide concentrations along the U.S. 50 Corridor between 4 and 8% depending upon the location.

The California Tahoe Regional Planning Agency (CTRPA) also has $30,000 available to fund projects and another $210,000 owed from the Indirect Source Review Program. TRPA staff has been working with CTRPA and the City to identify projects that can be funded with this money to improve air quality.

Table 1 shows the measures discussed in this section, the projected completion date, the effect they are estimated to have on improving air quality, the estimated cost, and the funding agency(s).

V. Summary and Conclusions:

In general, there is less carbon monoxide in the air today than the past. This has occurred because a number of measures have been put into effect since 1977 that lowered the amount of carbon monoxide emitted from automobiles, decreased the number of trips and improved traffic flow.

There has also been substantial progress made by the City and Caltrans during 1982 to fund and implement the measures identified in the Federal Air Quality Plan. In addition, during 1982 $2,969,600 has been committed to fund measures that will improve air quality with respect to carbon monoxide in the South Shore area. The Plan estimated that the total capital cost to attain the carbon monoxide standard would be approximately $5,543,600. As a result, over 50% of the capital cost identified in the Plan has been committed by various agencies.
<table>
<thead>
<tr>
<th>Measure</th>
<th>Projected Completion Date</th>
<th>Estimated Air Quality Improvement</th>
<th>Capital &amp; Planning Expenditures/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inspection and Maintenance (I/M)</td>
<td>1983/84</td>
<td>4% to 8% along the U.S. 50 Corridor</td>
<td>N/A</td>
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<tr>
<td>Mail Delivery</td>
<td>1983/84</td>
<td>1% to 6% along the U.S. 50 Corridor</td>
<td>7/U.S. Postal Service</td>
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<tr>
<td>Idling Restrictions</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Transit Improvements</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- New Buses</td>
<td>1982/83</td>
<td>N/A</td>
<td>$150,000/SLT</td>
</tr>
<tr>
<td>- Installation of Bus Turnouts and Shelters</td>
<td>1982/83</td>
<td>N/A</td>
<td>$94,000/Caltrans and SLT</td>
</tr>
<tr>
<td>- CTPA Bus Turnout and Shelter Mitigation Projects</td>
<td>1982/83</td>
<td>N/A</td>
<td>$100,000/Caltrans and SLT</td>
</tr>
<tr>
<td>- Marketing</td>
<td>N/A</td>
<td>N/A</td>
<td>$65,000/Caltrans</td>
</tr>
<tr>
<td>Individual Intersection Modifications</td>
<td></td>
<td></td>
<td>$6,500/Developers</td>
</tr>
<tr>
<td>- South Avenue Extension</td>
<td>1983/84</td>
<td>5% between SLT, WTE and U.S. 50 and Carson Avenue intersections</td>
<td>$8,000/SLT</td>
</tr>
<tr>
<td>- Intersection Modification at the U.S. 50/Third Street Intersection and Third Street Extension</td>
<td>1983/84</td>
<td>5% between SLT, WTE and U.S. 50 and Carson Avenue intersections</td>
<td>$330,000/SLT</td>
</tr>
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<td>- Intersection Modification at the U.S. 50/Century Avenue Intersection</td>
<td>9/1983</td>
<td>5% between SLT, WTE and U.S. 50 and Carson Avenue intersections</td>
<td>$835,000/SLT</td>
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<tr>
<td>- Intersection Modification at the U.S. 50/Scripps Avenue Intersection</td>
<td>5/1983</td>
<td>5% between SLT, WTE and U.S. 50 and Carson Avenue intersections</td>
<td>$450,000/Caltrans</td>
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<tr>
<td>- Intersection Modification at the U.S. 50/Scripps Avenue Intersection</td>
<td>5/1983</td>
<td>7% in the vicinity of the intersection</td>
<td>$120,000/SLT</td>
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<tr>
<td>- Intersection Modification at the U.S. 50/Taylor intersection</td>
<td>1983</td>
<td>N/A</td>
<td>$20,000/Caltrans</td>
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<tr>
<td>- Upgrade of existing computerized traffic signals</td>
<td>5/1983</td>
<td>1% to 17%</td>
<td>$13,500/Caltrans</td>
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<tr>
<td>CTPA Indirect Source Review South Shore Mitigation Funds</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>- Available</td>
<td></td>
<td></td>
<td>$20,000</td>
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<tr>
<td>- Outstanding</td>
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<td>$209,596</td>
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</table>
APPENDIX A

Feasibility Studies

(Available on Request)
TAHOE REGIONAL PLANNING AGENCY
RESOLUTION NO. 83-1

WHEREAS Steven L. Hallam first served on the Advisory Planning Commission of the Tahoe Regional Planning Agency on August 12, 1981, and thereafter faithfully attended said Commission meetings on behalf of El Dorado County; and

WHEREAS Steve has attentively and enthusiastically represented the citizens of El Dorado County on said Commission; and

WHEREAS, on December 8, 1982, Steve informed the Advisory Planning Commission, hereinafter referred to as APC, that he would be moving on to use his talents on behalf of the City of Salinas; and

WHEREAS the APC has taken on the task and fulfilled the valuable function of reviewing, analyzing and transmitting recommendations on all important planning matters to the Governing Body of the Tahoe Regional Planning Agency; and

WHEREAS of particular note has been the valuable role played by the APC in preparation and final adoption of Environmental Threshold Carrying Capacities for the Lake Tahoe Basin as called for in Public Law 96-551; and

WHEREAS Steve's input into preparation of said thresholds will long be appreciated; and

WHEREAS Steve came to the APC an agreeable person and, through it all, managed to stay an agreeable person; and

WHEREAS Steve's enthusiasm and ready smile will be missed;

NOW, THEREFORE, BE IT RESOLVED that the Advisory Planning Commission of the Tahoe Regional Planning Agency wishes Steven L. Hallam the best of luck in his new job and hopes that he will keep fond memories of his time spent planning for the future of the Tahoe Basin.

PASSED and ADOPTED by unanimous vote of the Advisory Planning Commission on the twelfth day of January, nineteen hundred and eighty-three.

Chairman
TAHOE REGIONAL PLANNING AGENCY
P.O. Box 8896
South Lake Tahoe, California 95731
(916) 541-0246

MEMORANDUM

January 7, 1983

TO: TRPA Advisory Planning Commission

FROM: Agency Staff

SUBJECT: U.S. Postal Service Action Plan, Agenda Item VI B.

Introduction:

Enclosed please find an Action Plan concerning a possible change in the mode of mail delivery in the Tahoe Basin for your review and comment.

Background:

In May of 1982, TRPA staff contacted the U.S. Postal Service to determine if the mode of mail delivery in the basin could be changed. The purpose of this change would be to improve mail delivery service, reduce trips on the U.S. 50 Corridor, and to reduce the number of vehicle miles of travel (VMT) basinwide.

After this initial contact, staff of TRPA met with representatives of the Postal Service in June to determine if a change in service was possible. The Postal Service representatives indicated that they would be willing to consider a change in service. It was agreed that TRPA staff would write a letter requesting that the Postal Service consider a change in service, outline possible options, outline the pros and cons with each option, and provide a recommendation. This letter was mailed in the latter part of July, 1982. It was also agreed that TRPA staff would assist the Postal Service in coordinating any change in service with the various governmental agencies involved with planning matters in the Tahoe Basin.

The Postal Service hired a consultant (Dena L. Schwarte & Associates) to complete an evaluation of possible alternatives and to obtain input from local elected representatives, the public, and the local agencies in the basin. The purpose of this evaluation was to respond to TRPA's letter. This process was completed in November, 1982 when a report was delivered to the Postal Service.

The Postal Service modified this report (Action Plan) and submitted it to TRPA staff for review. TRPA staff reviewed the Action Plan and met with the Postal Service to request that a number of minor changes be made in the Plan. The Postal Service modified the Plan and then resubmitted it to TRPA.

Advisory Planning Commission Action:

The Postal Service would like to begin putting the Action Plan into effect in 1983. If the Postal Service is to accomplish this, they need to know the status of the program by at least March 1, 1983. As a result, staff is requesting that the Advisory Planning Commission and Governing Board take action on the Postal Service Plan by at least the February, 1983 meetings.
ACTION PLAN
LAKE TAHOE

PREPARED FOR:
UNITED STATES POSTAL SERVICE
Real Estate & Buildings Department
Western Region
850 Cherry Avenue
San Bruno, CA 94066

BY:
DENA L. SCHWARTE & ASSOCIATES
Development Consultants
Post Office Box 10434
South Lake Tahoe, CA 95731

JANUARY 1983
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VI PERSONS AND ORGANIZATIONS CONSULTED

VII CORRESPONDENCE AND PUBLICATIONS
I. SUMMARY

The purpose of this Action Plan is to respond to the Tahoe Regional Planning Agency letter dated July 30, 1982 (Exhibit A). The plan addresses the proposed future construction of postal facilities to meet current and future needs of Customer Services in the Lake Tahoe basin, and concurrently, reduce VMT (vehicle miles travelled) which is consistent with the policy set forth in the TRPA 1982 Air Quality Plan adopted in July of 1982 and the Environmental Thresholds adopted in August of 1982.

Even though this report addresses an action plan for the entire Lake Tahoe basin, the most critical area in need of upgraded postal service and a reduction in VMT is in the South Shore Area. The emphasis of this report will be on that area. Eighteen month waiting lists for Post Office boxes (formerly called Lock Boxes) and long General Delivery lines at many stations confirms the need for improved services.

Presently in South Lake Tahoe the only Post Office boxes available for rental are at the A1 Tahoe Annex. This situation at the South Shore is not only unacceptable to the Postal Service and an inconvenience to the customers but also is detrimental to the air quality by creating traffic congestion and unnecessary additional VMT.

The existing situation at the North Shore area though not as critical as the South Shore area, has also been studied by the Postal Service and is included in this Action Plan.

The Postal Service Plan is designed to meet the unique demands of the Lake Tahoe basin. Factors considered in developing this plan include:

1. Service needs of the community
2. The financial impacts for the Postal Service
3. Environmental issues
4. Perceived community acceptance
5. Local governmental agencies input
6. Public services available
7. Climatic considerations
8. Security concerns
Five alternatives were evaluated in the Action Plan. The alternatives include:

1. No Program
2. Expansion of existing postal facilities
3. Neighborhood cluster boxes
4. Home delivery
5. Neighborhood delivery centers (NDCs)

There was extensive input from the U.S. Postal Service, regional agencies, and local government during the evaluation process. It was determined that the best alternative would be the neighborhood delivery centers (NDCs) because it would satisfy all the Postal Service requirements regarding a change in the mode of delivery and the unique demands of the Tahoe Basin. There was also overwhelming support for this concept. The Postal Service has also agreed to consider other alternatives that may be appropriate for certain locations in the Basin while the program is being put into effect.

The positive aspects of this concept include improved air quality, less traffic congestion, and security. Another positive aspect is that the Postal Service would be responsible for snow removal at the NDC sites. This has been a significant concern of local government in the past. To insure success of the program the Postal Service will also offer boxes at the NDCs at no cost to the customer.

The program will be put into effect over a five year period. The program will also be evaluated on a regular basis with the Postal Service, local agencies and regional agencies. The implementation process is divided into two steps. The first step is the completion of a new main post office facility in the City of South Lake Tahoe. This has to be accomplished first because the Postal Service cannot serve the NDCs from the present facilities. The second step is the implementation of the NDCs over a five year period.
II. EXISTING FACILITIES

A. INTRODUCTION

At present, the total of 39,457 Post Office boxes located in the basin is not sufficient to accommodate permanent residents, seasonal residents, and commercial customers. As a result, there is a lengthy waiting list for Post Office boxes and long lines at the General Delivery counters.

At the south shore, stations are located on or are within two blocks of Highway 50. Convenience and proximity to residents or businesses becomes a secondary consideration when choosing a Post Office box, due to the shortage of boxes. As a result, customers are renting at any available location along Highway 50, thus creating unnecessary additional VMT.

B. PRESENT OPERATIONS

1. South Lake Tahoe Main Post Office: A full service post office with General Delivery and 1,603 Post Office boxes.

2. Al Tahoe Station: Also a full service unit with General Delivery and 1,462 Post Office boxes.

3. Al Tahoe Annex: Contains 3,000 Post Office boxes; has limited service, parcel pickup and vending machines.

4. Tahoe Valley Station: A full service facility with General Delivery and 2,782 Post Office boxes.

5. Stateline Station: A full service post office with General Delivery and 2,451 Post Office boxes.

6. Tahoe Paradise Rural Branch: A full service branch and 768 Post Office boxes with General Delivery.


11. Olympic Valley Station: A full service facility with 634 post office boxes.


15. West Truckee Contract Station: A full service facility with 340 post office boxes.


17. Incline Village Branch: A full service post office with General Delivery and 5,432 post office boxes.

18. Glenbrook, NV Main Post Office: A full service post office with General Delivery and 325 post office boxes.


C. **EXISTING MAIL DROP BOXES**

Following are the locations of drop boxes in the Tahoe Basin: (collection 4:00 - 5:00 weekdays; 1:00 - 2:30 weekends and holidays)

1. Raley's at the Y
2. Thrifty's - Lampson Plaza
3. Grayson Realty
4. Lucky/Payless Center
5. Chamber of Commerce
6. Raley's - Stateline
7. Inks - Bijou
8. Airport - (collection 11:00 daily)
9. Stateline Casinos
10. Each Branch
11. Each Main Post Office
III. ALTERNATIVES

Five alternatives were evaluated in the Action Plan. The alternatives considered include no program, expansion of boxes at existing postal facilities, neighborhood cluster boxes, home delivery and NDCs. The advantages and disadvantages of each mode of delivery was compared against the existing situation. Each alternative is discussed below.

A. NO PROGRAM

1. Advantages
   a. Least economic impact for the Postal Service
      (1) implementation
      (2) operational
   b. Customers acceptance
   c. Maximum mail security

2. Disadvantages
   a. Inconvenience to customers
   b. Level of VMT and traffic congestion

B. EXPANSION OF EXISTING POSTAL FACILITIES

1. Advantages
   a. Customers acceptance
   b. Maximum mail security
   c. Slight reduction of VMT

2. Disadvantages
   a. Increase of traffic congestion
   b. Short term solution
   c. Inconsistent with Air Quality Plan
   d. Less convenient to customers
   e. Slight economic impact to U.S.P.S.
      (1) implementation
      (2) operational
C. NEIGHBORHOOD CLUSTER BOXES

1. Advantages
   a. Reduction of VMT and traffic congestion
   b. Convenience to customers

2. Disadvantages
   a. Economic impact to U.S.P.S.
      (1) implementation
      (2) operational
   b. Less services provided on site
   c. Less mail security
   d. Snow removal cost to local governments
   e. Customers responsibility for snow removal
   f. Public acceptance

D. HOME MAIL DELIVERY

1. Advantages
   a. Maximum reduction of VMT and traffic congestion
   b. Most convenient service to customers

2. Disadvantages
   a. Maximum economic impact
   b. Least security of mail
   c. Snow removal cost to local government
   d. Customers responsibility for snow removal
   e. Lack of adequate street addressing
   f. Lack of curb and gutters

E. NEIGHBORHOOD DELIVERY CENTERS

1. Advantages
   a. Better service
   b. Convenience
   c. Reduction of VMT
   d. Consistent with Air Quality Plan
   e. Aleviation of traffic congestion on Highway 50
2. Disadvantages
   a. Economic impact
      (1) operational
      (2) Implementation
   b. Siting
   c. Less security

F. RECOMMENDED ALTERNATIVE

The NDC concept is the recommended alternative because it will satisfy all the Postal Service requirements regarding a change in the mode of delivery while the other alternatives would not. This alternative will also meet the unique demands of the Tahoe Basin and was considered to be about as secure as the present mode of delivery. The Postal Service would also be responsible for snow removal which is a significant concern of the local governments in the Tahoe Basin.
IV. ACTION PLAN

A. CONCEPT

The United States Postal Service proposes a 5 year master plan which consists of constructing a new Main Post Office on Al Tahoe Boulevard, incorporating the functions of a full service post office, and the construction of Neighborhood Delivery Centers throughout the Tahoe Basin. The new main post office is essential because the NDCs cannot be served from the existing facilities.

The plan will be implemented first in the South Shore area since this is recognized to be the area most critically in need of: (1) improved Postal service, and (2) reduction of VMT.

B. PROPOSED TIME SCHEDULE

Schedule for the plan is as follows:

1. Start construction of the proposed new Main Post Office on Al Tahoe Boulevard in May 1983.

2. Within one year immediately following the completion of the Main Post Office (estimate May 1984), 3 Neighborhood Delivery Centers are to be constructed in South Lake Tahoe.

3. Within 5 years additional sites are to be obtained and design and construction completed for additional NDC's, provided public acceptance is demonstrated by the previously completed NDC's.

C. EVALUATION OF PROGRAM

Six months after the first three NDC's have been in operation, the Postal Service will evaluate the initial success of the program.
Success will be defined by the following criteria:

1. Box use, within the NDC's, of 75%.
2. Notable reduction of box rental demand.
3. Customer reaction.

Research and evaluation will be conducted by the Postal Service, regional and local planning authorities to determine if modification of the program is necessary.

If box use is less than 75% of the capacity at the NDC it will be difficult for the Postal Service to justify the construction of another center. To correct this situation the radius of the area served may be enlarged.

Other policies to be reevaluated at that time, will be parking ratios, traffic patterns, actual VMT reduction, services offered and hours of operation.

The information obtained from this evaluation will be applied to a more specific analysis of the program.

TRPA and the local agencies will also evaluate any other possible alternatives that may be appropriate in certain areas in the basin. Other potential alternatives include cluster facilities and delivery by private property associations. Any alternative would have to meet all the Postal Service requirements regarding a change in the mode of delivery. TRPA will also present any alternative suggestions to the Postal Service for consideration.
D. USE OF EXISTING SITES

There will be no expansion of boxes at any of the existing facilities, as it would be inconsistent with the Action Plan.

With the success of the NDC program, a reduction in the demand for the existing post office boxes and general delivery services is anticipated. Consequently, boxes will become available for commercial customers in locations more convenient to their place of business. The decrease of customers should improve the existing parking situation and alleviate the traffic congestion at the existing sites.

1. South Lake Tahoe Main Post Office: To Become Bijou Station. Quantity of boxes - 1,603.

2. Al Tahoe Station: To be incorporated into the new Main Post Office. Quantity of existing boxes - 1,462.

3. Al Tahoe Annex: The facility will be closed and the 3,000 boxes incorporated into the new Main Post Office. After this facility has been closed, it may be considered for an NDC site.

4. Tahoe Valley Station: The remodeling and box expansion project that was proposed at the Tahoe Valley Station will be limited to remodeling. The Postal Service would like to proceed with the remodeling for reasons of energy conservation and security. Quantity of boxes - 2,782.

5. Stateline Branch: This facility will remain as is. However, the Postal Service may, in the future, relocate within the general vicinity, with the intention of improving security and alleviating the problem of vandalism. Quantity of boxes - 2,451.

6. Tahoe Paradise: To remain as is. Quantity of boxes - 768.

7. The use and location of the other postal facilities around the basin will remain unchanged at this time.
E. POSSIBLE SITES

From studies conducted by the Postal Service to determine the services needs of the basin customers the following general NDC locations are noted:

South Lake Tahoe:

1. Al Tahoe
2. Tahoe Sierra Tract
3. Tahoe Island Park
4. Tahoe Keys
5. Tamarack Subdivision
6. Gardner Mountain
7. Barton Tract
8. North Upper Truckee Area
9. Meyers
10. Montgomery Estates
11. Ski Run and Pioneer Trail Area
12. Glenwood Area
13. Eastern Tahoe Paradise Area (Pioneer Trail)

Tahoe City:

14. Lake Forest
15. Tahoe Park

Crystal Bay:

16. Incline Village

Truckee:

17. Donner

These are only potential locations and the actual number of the NDCs built could be lower or higher based on the success of the program.
V. PROPOSED NEW FACILITIES

A. NEW MAIN POST OFFICE SOUTH LAKE TAHOE

1. Project Location and Land Use

The 5.78 acre site for the proposed new Main Post Office is located at the eastern end of the Lucky/Payless Shopping Center near the intersection of U.S. Highway 50 (Lake Tahoe Boulevard) and Al Tahoe Boulevard in South Lake Tahoe. (See Figure 1, Project Location.) The property is an irregularly shaped parcel. The northeastern edge of the site has a curving frontage along the south side of Al Tahoe Boulevard, approximately 1,000 feet east of the intersection with Highway 50. The northwestern boundary is along the existing Shopping Center; the southern edge of the site borders undeveloped land owned by Shell Oil Company. (See Figure 2, Project Site). The project site is vacant, except for an area of existing paved driveways, parking and curbs, at the western edge of the site next to Lucky's market.

Immediately to the north of Al Tahoe Boulevard are the South Lake Tahoe Intermediate School's maintenance/bus storage facility and outdoor track and playfield. Slightly to the northeast is the El Dorado County Administration Center, including the Sheriff's Office and Police Station. Directly adjacent to the site on the northwest is a commercial building with shops fronting on Al Tahoe Boulevard and the Al Tahoe Post Office and associated parking in the rear.

On April 5, 1978, an option was offered to the Postal Service by Sutter Hill, Ltd., on the proposed 5.78 acre project site. The property had previously been reserved by Sutter Hill for a theatre, but due largely to land coverage restrictions and parking requirements, the plans were abandoned. After a series of investigations and analyses of the site, and upon approval of the project by the United States Postal Service Regional Capital Investment Committee, the transaction was closed on December 31, 1978.

2. Project Description

The proposed project is to construct a Postal owned new Main Post Office on the 5.78 acre property. The postal space and site requirements upon move-in of the facility are summarized below:
Figure 1. Project Location
Building and Site

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Building Area</td>
<td>21,745 sq ft</td>
</tr>
<tr>
<td>Parking and Maneuvering Area*</td>
<td>52,140 sq ft</td>
</tr>
<tr>
<td>Total Coverage</td>
<td>73,885 sq ft</td>
</tr>
</tbody>
</table>

*Includes 26,910 square feet of existing paving

Employees

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peak Hour</td>
<td>31</td>
</tr>
<tr>
<td>Total</td>
<td>36</td>
</tr>
<tr>
<td>Post Office Boxes</td>
<td>4,466</td>
</tr>
</tbody>
</table>

Parking Spaces

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Customer</td>
<td>41</td>
</tr>
<tr>
<td>Employee</td>
<td>21</td>
</tr>
<tr>
<td>Official</td>
<td>4</td>
</tr>
<tr>
<td>Postal Trucks</td>
<td>6</td>
</tr>
</tbody>
</table>

The total building, parking and maneuvering area of 73,885 square feet covers 29.8 percent of the project site. Coverage limitation is 30 percent. (See Figure 3, Landscape Plan)

The new facility will become the Main Post Office for South Lake Tahoe. The existing Main Post Office, located on Sandy Way south of Highway 50, approximately one mile from the project site, has operated as the Main Post Office since 1965 and will become Bijou Station. The station would be modified to eliminate the administrative and distribution functions.

The proposed new Main Post Office would provide 4,466 lockboxes and consolidate two other postal stations: (1) The existing lease on the Al Tahoe Station, located adjacent to the project site, would be terminated and the building made available for other commercial use. The Al Tahoe Station was opened in 1974 and provides 1,466 lockboxes as well as General Delivery and retail services; (2) The temporary Post Office facility at Al Tahoe Annex which provides 3,000 post office boxes, would also be eliminated upon opening of the proposed new Main Post Office.
3. **Facility Design**

The proposed new Main Post Office has been designed to make maximum use of the site with a minimum of impact on the existing vegetation and is oriented to take advantage of energy conservation thru the use of passive solar design features. The exterior design and materials are compatible with those of the adjacent shopping center complex. See Figure 4.

4. **Environmental Considerations**

An Expanded Environmental Assessment was prepared for the United States Postal Service, February 1979, by HKS Associates, 200 Jackson Street, San Francisco, on the proposed new Main Post Office in South Lake Tahoe.

The EEA was prepared to cover all of the requirements outlined in the U.S.P.S. Regional Instructions, March 31, 1978 (1047 - RE&B-39, File No. 861) for preparation of Environmental Assessments. The organization of this report, however, differs slightly from the outline provided in Appendix I and III of the Regional Instructions. In preparing this document, the authors found that it would be advantageous to reorganize and consolidate some of the sections in order to make the report more readable and to minimize repetition. Topics that were not relevant to the proposed project have been eliminated.

Immediately following the introduction is a summary of principal findings. The report is then divided into three parts.

Part One - The Proposed Project — provides a description of the project location, land uses, and a description of the proposed action and its relation to existing zoning and general plans.

Part Two - Environmental Considerations — provides a description of the environmental setting and an analysis of the short-term and long-term impacts of the proposed project. This part of the report also suggests mitigation measures, where appropriate, that could be taken to minimize adverse impacts.
Part Three - Alternatives — considers the appropriateness of alternative site locations.

The proposed project involves the construction of a new Main Post Office on a 5.78-acre site, conveniently located adjacent to an existing shopping center and would be in conformance with plans of the California Tahoe Regional Planning Agency and the Tahoe Regional Planning Agency. The CTRPA requirement for only 30 percent coverage of the site would be met.

The project would result in only a minor deterioration in level of service at the Highway 50/Al Tahoe Boulevard intersection. Some turning movement conflicts would occur on Al Tahoe Boulevard but these could be mitigated by striping a two-way left-turn lane on Al Tahoe Boulevard along the Shopping Center frontage.

Some temporary noise disturbance might be experienced by employees and customers of adjacent shops, during construction; however, the project would result in no adverse impacts on local housing or employment. Five new permanent employees would be hired as well as temporary construction workers.

The project would be fully served by all utilities and community services. It appears that the necessary sewer hookups could be obtained with a timely application to the City of South Lake Tahoe.

The project site is appropriate for the proposed development from a hydrology, topography and soil standpoint. Temporary adverse impacts from construction could be mitigated through erosion control and proper management of surface runoff.

The proposed project construction will require the removal of some existing mature pine tree landscaping on the project site. The proposed new site development will, however, provide a substantial number of new trees and shrubs.

There are no known rare or endangered species, archaeological or historic resources that would be impacted as a result of the proposed project.
5. **EEA Modification**

The trip generation information in the original EEA should be amended in the following ways:

a. **Customer Traffic** - The numbers in the analysis are correct. However, since the analysis, many of the General Delivery customers have changed to the Al Tahoe Annex and the 3,000 box users there will be relocating to the new main, showing no net gain of boxes.

b. **Truck Traffic** - should reflect four additional trucks for servicing the NDC routes. This would be a total of eight trips to and from the site per day.

**B. NEIGHBORHOOD DELIVERY CENTERS**

1. **Facility Description**

The NDC will be a single story wood frame structure compatible with local design criteria. The interior of the centers will be lighted and heated. As a security measure, silent alarm systems will be installed in the sorting room. The parking lot will be lighted and the Postal Service will provide snow removal.

The centers will be open 24 hours a day, seven days a week. The following services will be offered on site; personal mail receptacles, a mail drop box, vending machines for stamps, and parcel locker boxes.

The size of the units will vary from 1,000 square feet to 2,000 square feet, depending on the number of boxes, with the number of boxes varying from 250 - 1,000 depending on the radius and density of potential customers to be served.

The boxes in the NDC's will be made available rent free only to those customers living within the prescribed radius of the center. The Postal Service can control box use only by offering them rent free. They cannot force anyone who presently rents a box to relocate at the NDC's, nor can they deny a box to anyone who wants to rent one, as long as they are available at any of the other stations. The concept of offering free boxes at Neighborhood Delivery Centers, while costly to the Postal Service, will significantly reduce VMT and promote success of the program.
The Postal Service will inform potential NDC customers of the availability of the boxes through the direct mail, posting at the existing postal stations and through the media. They will outline the program and assure the customers of prompt service during this transition.

2. **NDC Siting and Size Evaluation**

From their studies as to the needs of the basin customers, the Postal Service has designated potential NDC sites around the entire Lake.

The specific siting is extremely crucial to the success of the program in view of customer service, convenience and maximum reduction of VMT. The evaluation of each site will be as follows: traffic patterns, availability of sites, environmental sensitivity, planned land use, pedestrian access, land capability, and required size of the NDC and site.

The traffic circulation will be identified by the main approach traffic arteries to the neighborhood to be served and main snow removal routes.

The number of potential customer households will be determined by using the TRPA data base and other information resources available. The box capacity of each NDC will be established by using the ratio of 60-75% of the potential households.

The number of on site parking spaces will be based on the number of boxes in each center and by an assessment of the potential pedestrian traffic.

Once the size of the center is determined and parking requirements identified, further evaluation of available parcels will be made. Land use and land coverage conformance will be considered and the best alternative site will be selected.
3. **Postal Operations**

The South Shore area would require four postal routes. The truck from Sacramento would drop the mail at the Main Post Office on Al Tahoe Blvd., where it would then be sorted for each of the four routes.

Each NDC will be assigned a code number identifying the center and box section. After the mail is sorted by route, it would then be sorted by NDC code number for greater efficiency in distribution.

There will be one truck trip a day to the NDC for mail sorting and mail pick up.

C. **POTENTIAL SITES**

Even though specific locations and sites of the Neighborhood Delivery Centers are unknown at this time, the following environmental impact discussion is appropriate. Any deviation from this discussion outline would have to be evaluated on a case by case basis with an environmental assessment being prepared.

1. **Land Use**

To effectively implement the program, decrease VMT and alleviate Highway 50 congestion, it is reasonable to assume that some NDC sites might be inconsistent with the existing Land Use Districts. However, any conflicts will be minimized to the extent feasible.

Commercial areas will be utilized whenever possible and the buildings will be low profile consistent with the architectural guidelines of the area. In addition, existing facilities will be used where ever possible.

2. **Land Coverage**

Adherence to the prescribed limits on land coverage set forth in The Land Capability Classification, Lake Tahoe (by Robert Bailey 1974), will be an important consideration in evaluation of potential sites. However, it is assumed that in some instances the coverage limitations may require a variance.
Disturbed sites and sites with soil classifications 4-7 will be utilized whenever possible and stream zones and other environmentally sensitive sites will be avoided.

During construction "best management practices" will be followed and site disturbance kept to a minimum. A temporary erosion control and a revegetation plan will be submitted for each site.

Dedication of open space parcels through the United States Forest Service through the Burton Santini Lane Acquisition Program and California Proposition Four may be possible.

3. Air Quality and Traffic Circulation

The sites will be located to reduce VMT and remove traffic from the Highway 50 corridor. The sites will also be located along main traffic approach arteries to the neighborhoods served to reduce trips and VMT.

During construction there will be some objectionable odors and dust in the air. This can be mitigated by a dust control program on site.

Parking will be provided for each site and will be determined by the number of boxes contained in each center and pedestrian access.

This program will improve air quality in the basin and traffic congestion along the Highway 50 corridor, if it is successful.

4. Water Quality

Each site will be engineered to contain all surface water drainage during a 20-year storm, by a drop inlet siltation trap percolation system. The drop inlets will be maintained with a prescribed maintenance program, as required by Lahonton Water Quality Control Board waste discharge requirements.

The only public water use will be limited to irrigation of the on site vegetation and cleaning of the interior and exterior of the buildings.

This program will reduce VMT and also oxides of nitrogen emissions in the basin which contribute to water quality degradation of Lake Tahoe.
5. **Plant Life**

Each site will be revegetated after construction with native plant materials. The vegetation will be irrigated and maintained.

6. **Noise**

There will be an increase in the noise level at each site due to vehicle movement to and from the site. The increase in noise levels as a result of this traffic will not be significant. The program, however, will also decrease the level of noise along the Highway 50 corridor by reducing VMT.

7. **Lighting**

For public safety, each facility will have interior and exterior lighting. The additional lighting will not be inconsistent with the surrounding development.

8. **Population**

The implementation of the proposed Neighborhood Delivery Centers will create a minimal increase in employment.

9. **Public Services**

Each site will be evaluated to assure that proper fire protection is available. Additional policing by local authorities will be kept to a minimum by designing the physical structure to include exterior lighting and silent alarm system.

10. **Energy**

Energy use at the facilities will consist of heating and lighting. Heating and interior and exterior lighting will be provided for public comfort and safety. The program will also save energy based on less fuel consumption within the basin.
11. **Utilities**

No sewer units will be required.

12. **Aesthetics**

Each center will conform to local architectural standards.
VI. PERSONS AND ORGANIZATIONS CONSULTED

The United States Postal Service, Western Region

Philip Overeynder - Executive Director, Tahoe Regional Planning Agency
Greg George - Senior Planner, TRPA
Dale Neiman - Chief Transportation Planner, TRPA
Keith Mackey - Transportation Planner, TRPA

Dennis Winslow - Executive Officer, California Tahoe Regional Planning Agency
Kiyo Ushino - Transportation Planner, CTRPA

Roy Hampson - Director, California Water Quality Control Board, Lahonton Region
Dr. Judy Unsinger - Environmental Document Evaluator, CWQCB, Lahonton Region
Mike James - Chief Water Quality Control Engineer, CWQCB, Lahonton Region

Stan Randolf - California Air Resources Board

Norma Wood - State of California, Office of Planning and Research

Bill Morgan - Director, Lake Tahoe Basin Management Unit, United States Forest Service
Glen Smith - United States Forest Service
Randy Whitters - Administrator, Burton-Santini Land Acquisition Program, United States Forest Service
Bennie Ferrari - Chairman, TRPA Governing Board and Washoe County Supervisor
Norm Woods - Co-Chairman, TRPA Governing Board, CTRPA Governing Board Member, and Councilman, City of South Lake Tahoe
Larry Sevison - CTRPA and TRPA Governing Board Member and Placer County Supervisor
Ken Kjer - TRPA Governing Board Member and Douglas County Commissioner
Tom Stewart - TRPA Governing Board Member and El Dorado County Supervisor
Pat Lowe - CTRPA Governing Board Member and El Dorado County Supervisor
Steve Hallam - Associate Planner, El Dorado County
Mike Harper - Washoe County Regional Planning Agency
Frank Benevento - Mayor, City of South Lake Tahoe
John Cefalu - Councilman, City of South Lake Tahoe
Terry Trupp - Councilman, City of South Lake Tahoe
Neva Roberts - Councilwoman, City of South Lake Tahoe and alternate CTRPA Governing Board Member
Dick Milbrodt - City Manager, City of South Lake Tahoe
Edith Wilson - Current Planning Coordinator, City of South Lake Tahoe
Dean Shelton - Chief of Police, City of South Lake Tahoe
John Wynn - Executive Officer, South Lake Tahoe Chamber of Commerce
Ron Nahas - President, Lake Tahoe Preservation Council
Larry Hoffman - Executive Officer, Lake Tahoe Preservation Council
Senior Citizens of South Lake Tahoe
VII. CORRESPONDENCE


EXHIBIT B: City of South Lake Tahoe Letter to Dena Schwarte dated September 29, 1982

EXHIBIT C: TRPA Letter to Dena Schwarte dated October 5, 1982

EXHIBIT D: CTRPA Letter to Dena Schwarte dated October 8, 1982
RECEIVED
AUG 4 1982

ACTION: WE 310 Maloney
DUE DATE:

Response for my sign.
Response for RPMG sign.
Your comments please.
See me.

INFORMATION COPIES TO: WE 401
WE 83
BS 82 OPCNS: WE 70

William C. McEnery
Regional Director
Real Estate and Buildings Department
U.S. Postal Service
850 Cherry Avenue
San Bruno, CA 94066

Dear Mr. McEnery:

The purpose of this letter is to summarize the agreements reached at our meeting held at the Tahoe Regional Planning Agency (TRPA) on June 17, 1982.

The meeting involved future expansion of mail delivery facilities in the Lake Tahoe Basin. As discussed at the meeting, TRPA cannot approve any expansions of postal facilities without making two findings under the bi-state Compact (P.L. 96-551). The first finding (Article VI(b)) requires the project to be consistent with the applicable plans, ordinances, regulations, and standards of the local, state and federal agencies. This finding cannot be made for any postal facility projects because the concept of home or neighborhood mail delivery is included in the TRPA 1982 Air Quality Plan adopted on July 28, 1982, and the California 1979 Air Quality Plan adopted May 28, 1979 and approved by the Environmental Protection Agency (EPA) on June 23, 1982.

The second finding requires staff to make a finding that the project has a less than significant effect on the environment (Article V(g)). If this finding cannot be made, an environmental impact statement (EIS) is required that satisfies Article VII of the Compact.

To resolve the past problems and the above issues, it was agreed that any proposed expansion could be taken to the TRPA Governing Board for approval if a long range plan was agreed upon by both the Postal Service and TRPA staff. TRPA staff feels that both the findings identified above could be made with such a plan. It was agreed that the long range plan would include a program to develop a mail delivery system within the Basin that reduced dependency on the use of the automobile, a schedule for implementation and a demonstration project. It was also agreed that TRPA staff would act as lead agency to coordinate the program with the California Tahoe Regional Planning Agency (CTRPA) and City of South Lake Tahoe.
There are two issues related to developing a long range plan. The first issue is the requirement of the Postal Service to change the mode of delivery in an area. The second issue is the specific details of the long range plan. Each of these are discussed below.

It is our understanding that the Postal Service will implement home or neighborhood mail delivery if a request or petition is made to the local postmaster, and if the Postal Service requirements are satisfied. The specific requirements are listed below:

- The area to be served must have a population greater than 2,500.
- Fifty percent of the building lots in the area to be served must be improved with houses or businesses.
- Streets must be named and the homes must be numbered.
- Rights-of-ways, turnouts, and areas adjacent to roads and streets must be improved so that installation and servicing of boxes will not be hazardous to public or postal service employees.
- The area to be served must have satisfactory walks, where required.
- Approved mail receptacles must be installed.

The first problem relates to defining what needs to be done to satisfy the above requirements.

In development of a long range plan, the Postal Service and TRPA need to reach a consensus on the direction of the plan. The pros and cons of several options are discussed below. A staff recommended alternative is included.

**Home Mail Delivery:**

**Pros:**
- Most effective in reducing trips
- Most publically accepted

**Cons:**
- Snow removal
- Operational cost
- Lack of street and house numbering
- Lack of pedestrian facilities system
Mr. William C. McEnery

RE: Mail Delivery Facilities in the Lake Tahoe Basin

July 30, 1982

Page 3

Cluster Box Delivery:

Pros: - Significant reduction in trips
       - Lower operational cost
       - Potential to mitigate snow removal problems

Cons: - Public perception
       - Land for installation
       - Operational and capital cost
       - Lack of street and house numbering system

Satellite Station Delivery:

Pros: - Less of a land acquisition problem than cluster box delivery
       - Less of a snow removal problem
       - Less vandalism
       - Lower operational cost

Cons: - Increased number of trips

The TRPA staff prefers an alternative that is a combination of a cluster and satellite station system consistent with the geographic characteristics of the area.

After your staff has reviewed this letter, please telephone me at (916) 541-0249 to set up a meeting to discuss this letter.

Sincerely,

Dale Neiman
Senior Planner

cc: Joseph Bornino
Stuart Jann
George A. Boettger
September 29, 1982

Dena Schwarte
P.O. Box 10434
South Lake Tahoe, CA 95731

Dear Dena:

Per your request, following are comments assembled from all City offices regarding the proposal to install nine satellite postal centers within the City of South Lake Tahoe. However, first let me compliment you on the orderly process you are following and thank you for giving us the opportunity to meet and confer with you regarding the proposal. The opportunity for discussion can only lead to a better product at the end. We look forward to future discussions and earnestly hope that the proposal you represented to us can be implemented.

The City comments will be in several parts, those remarks dealing with the subject as it relates to the entire City and those remarks applicable to separate sites which will ultimately become satellite service centers.

I. General Comments

The City fully supports the concept of satellite services. This is a component of the City's air attainment plan and part of the mitigation program adopted to assist South Tahoe Public Utility District in achieving construction grant approval. Undoubtedly, there will be problems that will be encountered that will not be known until a future date. However, frequent and regular review meetings between Postal Service representatives and City staff should lessen the impact of those problems when they are identified.

The City completely endorses the criteria of site selection that relates location to existing STAGE service routes. Additionally, the City offers the following criteria to assist in selection of sites:

a. Parking space for vehicles visiting each separate site is a prime need. This includes postal trucks delivering mail and patrons visiting the site for services.

EXHIBIT B
b. Design of the service centers should fit into the neighborhood where located and with the Tahoe experience generally as described in the visual threshold of TRPA.

c. Pedestrian access and safety should be considered carefully. For example, many sites we will suggest are convenient to large clusters of residential occupants who may prefer walking to driving. Existing streets do not have sidewalks and do not always have good drainage. This can be a formidable pedestrian barrier during winter weather with snow/ice berms, snow storage and standing water.

d. Snow removal will need to be provided at each site. Consideration should be given to a contract arrangement prior to construction approval being obtained.

e. Street lighting should be considered both for pedestrian safety and general security. Our Police Department is apprehensive about potential crime problems resulting from dispersed postal centers and increased patrol which will be required. However, notwithstanding the increased police impacts the City supports the proposal because of the improved customer convenience and potential reduction of auto travel.

f. Commercial postal service is understood to be retained at existing branch post offices and thus confine satellite services to residential patrons. We are in agreement with this and would ask that the City and Postal authorities and TRPA staff review this commercial program after a two year period to determine what changes would be appropriate.

g. A major commitment of the City is to implement the erosion control plan adopted by Lahontan Water Quality Control Board and by TRPA. We believe that there is an excellent opportunity for the Postal Service proposal to dovetail with the adopted water quality program. For example, the selected sites for satellite centers could result in land acquisition which removes unbuildable property from private ownership or it could result in a lot consolidation in marginal development locations and achieve an open space set aside in conjunction with the site developed for the postal center. I am requesting that you meet with City staff later to prepare a more detailed description of this potential acquisition benefit.
h. Originally the Postal Service did obtain a City use permit for the central postal terminal on Al Tahoe. Subsequently, CTRPA conditional approval was obtained. Both of these permits have expired and the permit approval process should be re-started. Specific approval for individual satellite locations will be needed from Architectural Review Committee. This can be done as a group project or individually.

i. Security for law enforcement purposes is important and at the least should include:

   a. The work area be alarmed.

   b. Exterior and interior be well lighted.

   c. That they not be open for twenty-four hour periods, but be locked except for daylight hours.

   d. Large windows so the patrol officer would have clear vision of the interior.

   e. No vending machines be located in the satellite offices.

II. Specific Site Comments with Recommended Priority for Sequencing development

a. Tahoe Keys Area

   A Postal Service Center is incorporated in the proposed Dillingham Neighborhood Convenience Center which likely will be under construction in 1983. Since this will be an established center, the Postal Service would have less direct involvement with detailed items listed above than at other locations.

b. Tahoe Island Park and Other Areas North of Highway 89

   Centralized location, possibly in vicinity of Tahoe Island Drive at either Tahoe Vista Drive or Washington Avenue.

c. Rancho Bijou Area

   Centralized area, possibly near Glenwood and Spruce because of proximity of Chateau Bijou (92 apartments) or perhaps further southward somewhere between Glenwood and Herbert.
d. Bijou Park - Ski Run Boulevard Area

Again a centralized location, along Ski Run Boulevard.

e. Heavenly Valley Area

Possibly close to Needle Peak and Wildwood or Needle Peak and Keller - considering proximity of Tahoe Tyrol, the new hotel, and the condominiums, as well as the single family residences.

f. Sierra Tract and Highland Woods

 Probably on Sierra Boulevard reasonably close to highway as a central location to postal patrons on both sides of Lake Tahoe Boulevard.

g. Gardner Mountain

Possibly in vicinity of mid-10th Street as a central location, although a location closer to Lake Tahoe Boulevard may be preferable because of Sierra Gardens (76 apartments).

h. Tahoe Valley Area

Possibly about D Street and Tata Lane or B Street and Tata Lane because of proximity to Tahoe Valley Apartments (70 units).

i. Al Tahoe Area

Central locations, possibly about Los Angeles and Sacramento Streets.

III. Random Comments

a. Off-street parking requirements should not be waived. The minimum requirements set forth by ordinance is 1 space for each 400 square feet of gross floor area. Depending on location, it has stated that the structures will amount to approximately 1,000 square feet and approximately 2,000 square feet which would mean 3 and 5 parking places. My opinion is we should require not less than 5 parking places plus bike racks, which can be conditioned through the use permit.

Sincerely,

Richard Milbrodt, City Manager

cc: Ed Brauner
    Roy Hampson
    Phil Overeynder
    Carol Drawbaugh
    Ann Bogush
    Dean Shelton
October 5, 1982

Ms. Dena Schwarte
P. O. Box 10434
So. Lake Tahoe, CA 95731

Dear Dena:

I enjoyed the opportunity to meet with you regarding the development of a master plan to initiate some form of home mail delivery within the Lake Tahoe Basin. As you know, altering the method of mail delivery to eliminate existing trips off of frequently traveled routes is an important strategy to reduce traffic congestion and improve the air quality within the Basin. Implementation of these measures is supported by a broad range of local, regional, state and federal agencies concerned with making improvements in Tahoe's air quality.

I understand that a set of criteria which we have suggested to be utilized to design a master plan for mail delivery has been transmitted to you under separate cover from the TRPA staff pursuant to our discussion on September 24. I would like to reemphasize that these criteria are simply suggestions which we feel would help to provide for minimizing some of the related environmental impacts and aid in acceptance of the facilities. If you have any questions regarding the criteria or would like to discuss any problems meeting those criteria might pose, please feel free to give me a call.

Sincerely,

Philip A. Overeynder
Executive Director

cc: Dennis Winalsow, CTRPA Executive Director
1. No construction in stream environment zones (SEZ's). A coverage exemption is possible for construction in high hazard land if other alternatives are not available. To the extent possible, meet the land capability system.

2. To the extent possible utilize existing covered and disturbed areas.

3. Compliance with best management practices.

4. Locate the facilities to reduce vehicle miles of travel and remove trips off the U.S. 50 corridor to the extent feasible.

5. Provide parking consistent with the size of the facility.

6. Design single story facilities with low profile. Include a provision for architectural control.

7. Minimize locating non-personnel units (NPU's) in residential areas.

8. Use facilities that are consistent with the geographic characteristics of the area served. For example, smaller NPU's or cluster box facilities may be appropriate for areas with homeowner associations. Homeowner associations may also provide an easement for the facilities with adequate parking and snow removal.
October 8, 1982

Ms. Dena Schwarte
P. O. Box 11355
Tahoe Paradise, CA 95708

Dear Dena:

CTRPA is pleased to learn that the U.S. Postal Service is reconsidering the implementation of neighborhood mail service in Lake Tahoe. As you know, the 1980 CTRPA approval of the proposed construction of the Al Tahoe Main Post Office was conditioned upon the implementation of neighborhood mail delivery. The 1980 CTRPA Regional Transportation Plan also recommends the institution of neighborhood mail delivery as a means of reducing need to travel and relieving the vehicle miles of travel (VMT) within the Tahoe Basin.

From our recent discussions, we understand that the Postal Service is exploring a system of 25 to 26 non-personnel units (NPU's) for construction in the Basin. CTRPA is very much in support of such satellite stations in concept, in that it would reduce travel, VMT and emissions. As indicated to you in our past meetings, this Agency recommends development of a master plan with service improvement commitments and a projected implementation schedule.

Although the NPU's offer the potential for improved mail delivery, we strongly urge that the type of neighborhood service not be confined to NPU's. The considerations should be expanded to include other types of supplementary services such as small mail drop off centers or kiosks in shopping centers, airports, ski areas, campgrounds, bus depots, etc...

The number, location and size of the satellite stations should be selected to best meet the geographic dispersion of population density to minimize travel and VMT, and should be based on discussion with local, regional and state agencies. They should be located in areas that will minimize traffic conflicts on the major traffic corridors. NPU's should be equipped with stamp vending machines if they are to be effective and convenient in reducing VMT.

Parking is an important consideration both in choosing appropriate existing facilities and in constructing new facilities. Site selection should consider existing parking availability and adequate access and circulation. Minimal or no parking would be required for drop-off only facilities. Facilities which offer services should have the appropriate number of parking spaces, determined by the size of the facility and the number of patrons it serves.
CTRPA would recommend the use of existing facilities wherever feasible to minimize the need for land disturbance and increased land coverage. Where new construction is necessary, the land capability system should be adhered to wherever feasible. A land coverage override may be considered if other alternatives are not available. This override however, should be the minimal amount necessary to carry out the project. Further, every attempt should be made to locate the facilities on high land capability district areas (Class 4-7). Architectural standards should reflect the Tahoe mountain environment and such facilities should not block the views of the lake or surrounding mountain side. Low profile single story structures should therefore be designed. The size and design of these stations would determine the suitability for different use districts.

I would hope that suggestions made in this letter will be helpful in the preparation of a Master Plan for the U. S. Postal Service. More detailed comments can be presented when a more detailed project proposal is known. If you would like to discuss any of the information contained in this letter, please feel free to give me a call.

Sincerely,

Dennis Winslow
Executive Officer

cc: TRPA
    Lahontan
    Richard Milbrodt, City Manager

KU:cl