

Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

Project Information		Staff Assigned Case No.: _____	
Project Name: Dubar Ponderosa House			
Project Description: get planning approval for VRBO approval AND SHORT TERM RENTAL FOR 20 OCCUPANTS			
Project Address: 549 Ponderosa, Incline Village, NV 89451			
Project Area (acres or square feet): OVERALL STRUCTURE: 10,222 SF, HABITABLE: 5,020 SF			
Project Location (with point of reference to major cross streets AND area locator): Corner of Tahoe Blvd. and Lakeshore Blvd.			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
122-112-13	.6167 ac.		
Indicate any previous Washoe County approvals associated with this application: Case No.(s). WSTR22-0125			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: Thomas C. Dubar Trust		Name:	
Address: 774 Mays Blvd Ste 10 PMB 541 Incline Village Zip: 89451		Address: Zip:	
Phone: Fax:		Phone: Fax:	
Email: courtney@massiveprints.net		Email:	
Cell: 913.209.4345 Other:		Cell: Other:	
Contact Person: Alec Carlberg		Contact Person:	
Applicant Developer:		Other Persons to be Contacted:	
Name: BOB THORNTON		Name: BOB THORNTON	
Address: PO BOX 1512 NEWPORT BEACH, CA 92659 Zip:		Address: PO BOX 1512 NEWPORT BEACH, CA 92659 Zip:	
Phone: 949 650 9876 Fax:		Phone: 949 650 9876 Fax:	
Email: RTAINC7@YAHOO.COM		Email: RTAINC7@YAHOO.COM	
Cell: Other:		Cell: Other:	
Contact Person: BOB THORNTON		Contact Person: BOB THORNTON	
For Office Use Only			
Date Received: Initial:		Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Property Owner Affidavit

Applicant Name: BOB THORNTON

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF ~~NEVADA~~ ^{California} LP3
COUNTY OF ~~WASHOE~~ ^{Orange} LP3

I, COURTNEY DUBAR

(please print name)

being duly sworn, depose and say that I am the owner* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 122-112-13

Printed Name T. Courtney Dubar
Signed [Signature]
Address 549 Ponderosa Ave.

Incline Village, NV 89451

Subscribed and sworn to before me this 29th day of August, 2022.

(Notary Stamp)

Lucinda P. Zuniga
Notary Public in and for said county and state

My commission expires: 11/22/23



*Owner refers to the following: (Please mark appropriate box.)

- Owner
- Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- Power of Attorney (Provide copy of Power of Attorney.)
- Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- Property Agent (Provide copy of record document indicating authority to sign.)
- Letter from Government Agency with Stewardship

CERTIFICATION OF TRUST
OF
THE THOMAS COURTNEY DUBAR TRUST

I, the undersigned, declare:

1. The THOMAS COURTNEY DUBAR TRUST was created by Agreement of Trust executed on December 28, 2016 (hereinafter called the "Trust").

2. The Trust was created by THOMAS COURTNEY DUBAR, as Trustor, residing at 549 Ponderosa Ave Incline Village NV 89451.

3. The Trust is a grantor trust for federal and state income tax purposes and the Trust may use the social security number of the Trustor as its taxpayer identification number.

4. During the lifetime of the Trustor, the Trustor may amend or revoke the Trust in whole or in part.

5. The undersigned is currently acting as the sole Trustee of the Trust. The Trustor has provided for the appointment of successor Trustees when the undersigned is no longer able to serve as Trustee of the Trust.

6. The Trustee has the power to manage and invest the Trust assets.

7. Title to assets held by the Trust should be taken as follows:

THOMAS COURTNEY DUBAR, TRUSTEE OF THE THOMAS COURTNEY DUBAR
TRUST DATED DECEMBER 28, 2016

8. The Trust has not been revoked, modified or amended in any manner that would cause the representations contained in this Certification to be incorrect.

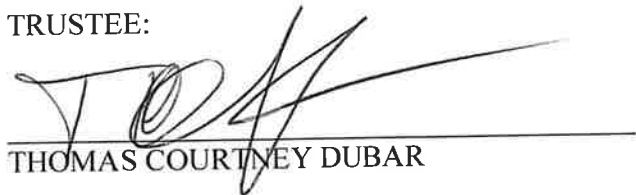
9. This Certification is made in accordance with California Probate Code Section 18100.5. Any transaction entered into by a person acting in reliance on this Certification shall be enforceable against the Trust assets. PROBATE CODE SECTION 18100.5(h) PROVIDES THAT ANY PERSON WHO REFUSES TO ACCEPT THIS CERTIFICATION IN

LIEU OF THE ORIGINAL TRUST DOCUMENT WILL BE LIABLE FOR DAMAGES, INCLUDING ATTORNEYS' FEES, INCURRED AS A RESULT OF THAT REFUSAL, IF THE COURT DETERMINES THAT THE PERSON ACTED IN BAD FAITH IN REQUESTING THE TRUST DOCUMENT.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed this 30th day of November, 2022, at Seal Beach, California.

TRUSTEE:



THOMAS COURTNEY DUBAR

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

On November 30, 2022, before me, Lucinda P. Zuniga, a Notary Public, personally appeared THOMAS COURTNEY DUBAR, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity(~~ies~~), and that by his/~~her/their~~ signature(~~s~~) on the instrument the person(~~s~~), or the entity upon behalf of which the person(~~s~~) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: Lucinda P. Zuniga
Notary Public



**Administrative Review Permit Application
for a Short Term Rental
Supplemental Information**

(All required information may be separately attached)

1. What is the square footage of habitable area of the proposed short term rental (exclude the bathrooms, hallways, garage, etc)?

5,020 sf habitable, 10,222 sf overall

2. How many off-street parking spaces are available? Parking spaces must be shown on site plan. Are any new roadway, driveway, or access improvements be required?.

6 spaces see site plan on sheet A-1

3. How are you planning to integrate the main dwelling and secondary dwelling to provide architectural compatibility of the two structures?

N/A

5. How many off-street parking spaces are available? Parking spaces must be shown on site plan. Are any new roadway, driveway, or access improvements be required?

(6) no new improvements

6. What will you do to minimize any potential negative impacts (e.g. increased lighting, removal of existing vegetation, etc.) your project may have on adjacent properties?

N/A

7. Is the subject property part of an active Home Owners Association (HOA) or Architectural Control Committee?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, please list the HOA name.
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8. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that may prohibit a short term rental on your property?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, please attach a copy.
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Project Information

OWNERS

COURTNEY DUBAR
774 MAYS BLVD. STE 10
PMB 541
INCLINE VILLAGE NV. 89451

PARCEL NUMBER

APN: 122-112-13

ARCHITECT

ROBERT THORNTON ARCHITECTS, INC.
P.O. BOX 1512
NEWPORT BEACH, CA 92659
(949) 650-9876
ATTN: BOB THORNTON

SCOPE:

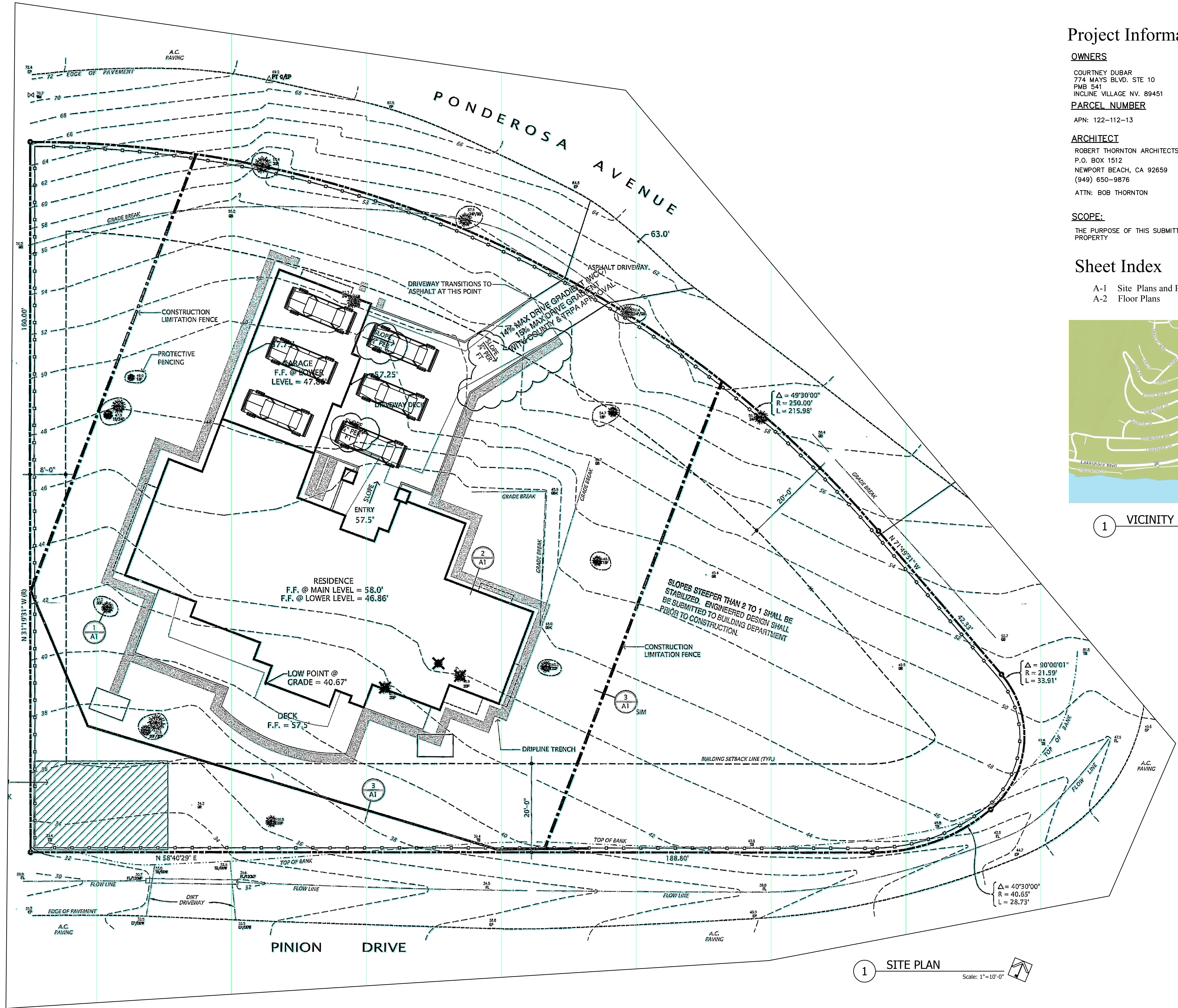
THE PURPOSE OF THIS SUBMITTAL IS TO GAIN APPROVAL AS A RENTAL PROPERTY

Sheet Index

- A-1 Site Plans and Project Information
- A-2 Floor Plans



1 VICINITY MAP



1 SITE PLAN Scale: 1"=10'-0"

RTA
ARCHITECTS, INC.
P.O. Box 1512 • Newport Beach
California • 92659-1512
(949) 650-9876 • Fax (949) 215-5927
www.rta-inc.com

Dubar Residence
549 Ponderosa Ave.
Incline Village, NV 89451

SITE PLAN

DATE	REMARKS

SHEET
A-1
OF

