



# WASHOE COUNTY PLANNING COMMISSION Notice of Meeting and Agenda

## Planning Commission Members

Sarah Chvilicek, Vice Chair

Francine Donshick, Chair

R. Michael Flick

Daniel Lazzareschi

Kate S. Nelson

Rob Pierce

Patricia Phillips

## Secretary

Trevor Lloyd

Tuesday, November 1, 2022

6:00 p.m.

Washoe County Administrative Complex  
Commission Chambers  
1001 E 9<sup>th</sup> Street, Building A  
Reno, Nevada 89512

and available via  
Zoom Webinar

This meeting will be held in the County Commission Chambers and via Zoom webinar. To participate via Zoom, please log into the Zoom webinar at the following link: <https://us02web.zoom.us/j/84272659406>, or you can join by typing zoom.us into your computer browser, clicking "Join a Meeting" on the ZOOM website, and entering this **Meeting ID: 842 7265 9406**. NOTE: This option will require a computer with audio and video capabilities.

Alternatively, you can join by telephone only by dialing +1-669-900-9128, entering the **Meeting ID: 842 7265 9406** and pressing #.

The meeting will be televised live and replayed on the Washoe Channel at: <https://www.washoecounty.gov/mgrsoff/Communications/wctv-live.php> and will also be found on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>.

## PUBLIC HEARING ITEMS SCHEDULED ON THIS AGENDA

(Complete case descriptions are provided beginning on page three of this agenda.)

- **Abandonment Case Number WAB22-0012 (Wilson)**
- **Tentative Subdivision Map Case Number WTM21-013 and Special Use Permit Case Number WSUP22-0010 (Lakeside Custom)**
- **Master Plan Amendment Case Number WMPA22-0006 and Regulatory Zone Amendment Case Number WRZA22-0007 (Calle de la Plata and Village Green Commerce Center Specific Plan)**
- **Development Code Amendment Case Number WDCA22-0002 (Amends Chapter 110, Article 220 (Tahoe Area), Section 110.220.145 (Incline Village Commercial Regulatory Zone Special Area 1) and Section 110.220.150 (Incline Village Commercial Regulatory Zone Special Policies))**

**Possible Changes to Agenda and Timing.** Items on this agenda may be taken out of order, combined with other items, removed from the agenda, or moved to the agenda of another later meeting. Items on this agenda may also be moved to or from the consent section. Items designated for a specified time will not be heard prior to the stated time but may be heard later.

**Public Comment.** Public comments are welcomed during the public comment periods at the beginning and end of the meeting and during public hearing and planning items and are limited to three (3) minutes per person. Persons may not allocate unused time to other speakers.

During the general public comment periods at the beginning and end of the meeting, speakers may address any matter either on or off the agenda, including items heard on the consent section of the agenda. For the remainder of the agenda, public comment will only be heard during public hearing and planning items and should be about the specific item being considered by the Commission. If an item is continued, then public comment will not be heard for that item until the date of the continued hearing.

Presentations and public comment for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations and three minutes for individual speakers unless extended by questions from the Commission or by action of the Chair. All comments are to be directed to the Commission as a whole and not to one individual. Emails will be included in the record but will only be read aloud during the meeting subject to the chair's discretion and if time permits.

**Public Participation.** Any public wishing to present printed materials at the hearing must bring eight (8) printed copies. Any public wishing to show digital materials at the hearing (photos, presentation, etc.) must email the materials to Recording Secretary Lacey Kerfoot ([LKerfoot@washoecounty.gov](mailto:LKerfoot@washoecounty.gov)) by 4:00 p.m. the business day immediately preceding the meeting. Staff cannot accept thumb drives.

Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference or attending by telephone only. To provide public comment via Zoom, log into the ZOOM webinar at the above link and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, press \*9 to "Raise Hand" and \*6 to mute/unmute.

Additionally, public comment can be submitted via email to [washoe311@washoecounty.gov](mailto:washoe311@washoecounty.gov). The County will make reasonable efforts to send all email comments received by 4:00 p.m. on October 31, 2022, to the Committee members prior to the meeting.

**Responses to Public Comments.** The Planning Commission may deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. The Open Meeting Law does not expressly prohibit responses to public comments by the Commission. However, responses from Commission members to unlisted public comment topics could become deliberation on a matter without notice to the public. To avoid this situation and to ensure that the public has notice of all matters the Commission will consider, members may choose not to respond to public comments, except to correct factual inaccuracies, ask for County staff action, or to ask that a matter be listed on a future agenda.

**Forum Restrictions and Orderly Conduct of Business.** The Planning Commission conducts the business of Washoe County and its citizens during its meetings. The Chair may order the removal of any person or group of persons whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite are examples of speech that may be reasonably limited.

**Posting of Agenda.** Pursuant to NRS 241.020(4)(b), the Agenda for the Planning Commission has been posted at the Washoe County Administration Building (1001 E. 9<sup>th</sup> Street, Bldg. A);

and has been electronically posted at [https://www.washoecounty.gov/csd/planning\\_and\\_development/board\\_commission/planning\\_commission/index.php](https://www.washoecounty.gov/csd/planning_and_development/board_commission/planning_commission/index.php); and <https://notice.nv.gov>.

**How to Get Copies of Agenda and Supporting Materials.** Copies of this agenda and supporting materials for the items on the agenda provided to the Planning Commission may be obtained online at [https://www.washoecounty.gov/csd/planning\\_and\\_development/board\\_commission/planning\\_commission/index.php](https://www.washoecounty.gov/csd/planning_and_development/board_commission/planning_commission/index.php) or at the Planning and Building Division's Office (contact Lacey Kerfoot, 1001 E. Ninth Street, Building A, Room A275, phone (775) 328-3606, E-mail [Lkerfoot@washoecounty.gov](mailto:Lkerfoot@washoecounty.gov)). If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Supporting materials are available to the public at the same time they are available to Planning Commissioners. If materials are distributed at a meeting, they are available within one business day after the meeting.

**Special Accommodations.** The facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g. sign language interpreters or assisted listening devices) at the meeting should notify the Washoe County Planning and Building Division at (775) 328-6100 at least two working days prior to the meeting.

**Appeal Procedure.** Most decisions rendered by the Planning Commission are appealable to the Board of County Commissioners. If you disagree with the decision of the Planning Commission and you qualify as an aggrieved person/party, you may appeal the decision in writing within ten (10) calendar days from the date that the decision being appealed is reduced to writing, filed with the Secretary of the Planning Commission, and mailed to the original applicant in the proceeding being appealed, in accordance with Washoe County Code. Please call the Planning staff immediately at (775) 328-6100 for information on the appeal procedure and application fee.

6:00 p.m.

1. **Call to Order and Determination of Quorum** [Non-action item]
2. **Pledge of Allegiance** [Non-action item]
3. **Ethics Law Announcement** [Non-action item]
4. **Appeal Procedure** [Non-action item]
5. **Public Comment** [Non-action item]

Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the Planning Commission as a whole.

6. **Approval of the November 1, 2022, Agenda** [For possible action]
7. **Approval of the [October 4, 2022, Draft Minutes](#)** [For possible action]
8. **Public Hearings** [For possible action]

**A. [Abandonment Case Number WAB22-0012 \(Wilson\)](#)** [For Possible Action] – For hearing, discussion, and possible action to approve an abandonment of Washoe County's interest in three 33-

foot-wide government patent access and public utility easements along the northern, western, and southern property lines of APN 142-242-13.

- Applicant/Property Owner: Harry & Paula Wilson
- Location: 3315 Mount Rose Hwy
- APN: 142-242-13
- Parcel Size: 2.5 acres
- Master Plan: Rural Residential
- Regulatory Zone: 32% High Density Rural, 68% General Rural
- Area Plan: Southwest
- Development Code: Authorized in Article 806, Vacations and Abandonments of Easements or Streets
- Commission District: 2 – Commissioner Lucey
- Staff: Kat Oakley, Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.3628
- E-mail: [koakley@washoecounty.gov](mailto:koakley@washoecounty.gov)

**B. Tentative Subdivision Map Case Number WTM21-013 and Special Use Permit Case Number WSUP22-0010 (Lakeside Custom Lot Subdivision) [For Possible Action]** – For hearing, discussion, and possible action to approve:

1. A tentative subdivision map to divide one parcel of 72.8 acres into 24 lots, with lot sizes ranging from 2.01 to 10.29 acres.
2. A special use permit for major grading: the proposal exceeds the major grading threshold and will result in ±8.31 acres of disturbance including ±20,004 CY of cut material and ±16,583 CY of fill material; a roadway that traverses a slope of 30% or greater; construction of earthen structures greater than 4-½ feet high; and grading in the Critical Stream Zone, which is subject to all requirements of Article 418, Significant Hydrologic Resources. The applicant is also requesting a variance of the development code standards found in WCC 110.438.45(c), that finish grading shall not vary from the natural slope by more than ten (10) feet in elevation, in order to construct earthen structures and a driveway.

- Applicant: 8900 Lakeside, LLC
- Property Owner: Gordon Real Estates, LLC
- Location: 8900 Lakeside Drive
- APN: 041-130-58
- Parcel Size: 72.8 acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: 16% (11.65 acres) Medium Density Rural (MDR), 78% (56.78 acres) High Density Rural (HDR) & 6% (4.37 acres) General Rural (GR)
- Area Plan: Southwest
- Development Code: Authorized in Article 418, Significant Hydrologic Resources; Article 438, Grading Standards; and Article 608, Tentative Subdivision Maps
- Commission District: 2 – Commissioner Lucey
- Staff: Julee Olander, Planner  
Washoe County Community Services Department

Planning and Building

- Phone: 775.328.3627
- E-mail: [jolander@washoecounty.gov](mailto:jolander@washoecounty.gov)

**C. Master Plan Amendment Case Number WMPA22-0006 and Regulatory Zone Amendment Case Number WRZA22-0007 (Calle de la Plata and Village Green Commerce Center Specific Plan) [For Possible Action]** – For hearing, discussion and possible action to:

1. Adopt an amendment to the Spanish Springs Area Plan, which is a component of the Washoe County Master Plan, to change the master plan land use designation from Rural Residential (RR) to Industrial (I) on APN: 534-561-09, which is ±10.4 acres in size;
2. Adopt an amendment to the Washoe County Master Plan, Spanish Springs Area Plan, Appendix D - Village Green Commerce Center Specific Plan to add APN 534-561-09 (located at 365 Calle De La Plata) to the plan area;
3. Adopt amendments to the Washoe County Master Plan, Spanish Springs Area Plan, Appendix D - Village Green Commerce Center Specific Plan, to include the following:
  - a. Update acreage to include APN 534-561-09;
  - b. Remove specific references to APN 534-561-10 and update all requirements to be the same for all parcels;
  - c. Add a Utilities section requiring any development project within the plan area to underground utilities;
  - d. Amend and update the following sections of the Specific Plan: Development Standards; Site Planning: Building Height and Fences and Walls; Architecture; Turf Areas: Buffer Yards; and Public Trail Easement.
  - e. Remove the following sections of the Specific Plan: Specific Plan Goals; Land Use Classifications; Transportation Infrastructure; Site Planning: Building Site Coverage, Parking, Circulation & Sidewalks; Architecture: General Guidelines, Energy Efficient Tenant Criteria, Figures D-3 & D-4, Building Massing and Form, Mechanical Equipment, and Building Materials; Signs; portions of Landscaping; Turf Areas: Planting Palette and Parking Lot Landscaping; Subsequent Review Requirements; Project Financing; Maintenance; Administrative Approval for Minor Revisions; Design Flexibility; Omissions; and Definitions.

And if approved, to authorize the chair to sign a resolution to this effect. Any approval would be subject to further approval by the Washoe County Board of County Commissioners and a finding of conformance with the Truckee Meadows Regional Plan by the regional planning authorities.

AND

4. Subject to final approval of the associated Master Plan Amendment and a finding of conformance with the Truckee Meadows Regional Plan, recommend adoption of an amendment to the Spanish Springs Regulatory Zone Map, to change the regulatory zone from Medium Density Rural (MDR) to Industrial (I) on APN 534-561-09, which is ±10.4 acres in size; and if approved, authorize the chair to sign a resolution to this effect.

- Applicant: Avenue 55 LLC
- Property Owner: Cynthia Thomas & Narayan Living Trust
- Location: 365 Calle de la Plata & the adjacent parcel directly to the south
- APN: 534-561-09 & 534-561-08
- Parcel Size: ±10.448 & ±10.188 acres
- Existing Master Plan: Rural Residential (RR) & Industrial (I)
- Proposed Master Plan: Industrial (I)

- Regulatory Zone: Medium Density Rural (MDR) & Industrial (I)
- Proposed Zone Industrial (I)
- Area Plan: Spanish Springs
- Commission District: 2 – Commissioner Lucey
- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.3627
- E-mail: [jolander@washoecounty.gov](mailto:jolander@washoecounty.gov)

**D. Development Code Amendment Case Number WDCA22-0002 (Amends Chapter 110, Article 220 (Tahoe Area), Section 110.220.145 (Incline Village Commercial Regulatory Zone Special Area 1) and Section 110.220.150 (Incline Village Commercial Regulatory Zone Special Policies)) [For Possible Action]**

- For hearing, discussion, and possible action to approve a resolution to amend Washoe County Code Chapter 110 (Development Code), Article 220 (Tahoe Area), Section 110.220.145 (Incline Village Commercial Regulatory Zone Special Area 1) to add single family dwellings, limited to air space condominiums, as an allowed use in Incline Village Commercial Regulatory Zone Special Area 1; and to amend Section 110.220.150 (Incline Village Commercial Regulatory Zone Special Policies) referring to land use to add Tahoe Area Plan Policy LU2-9 as a special policy; and all matters necessarily connected therewith and pertaining thereto.

The Planning Commission may recommend approval of the proposed ordinance as submitted, recommend approval with modifications based on input and discussion at the public hearing, or recommend denial. If approval is recommended, the Planning Commission is asked to authorize the Chair to sign a resolution to that effect.

- Applicant: Feldman Thiel LLP
- Property Owner: Pal Cap FFIF 1 Tahoe LLC
- Location: Incline Village Commercial – Special Area 1
- APN: All parcels within Incline Village Commercial – Special Area 1
- Master Plan: Incline Village Commercial – Special Area 1
- Regulatory Zone: Incline Village Commercial – Special Area 1
- Area Plan: Tahoe
- Development Code: Authorized in Article 818, Amendment of Development Code
- Commission District: 1 – Commissioner Hill
- Applicant: Feldman Thiel LLP
- Staff: Courtney Weiche, Senior Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.3608
- E-mail: [cweiche@washoecounty.gov](mailto:cweiche@washoecounty.gov)

**9. Chair and Commission Items [Non-action item]**

- A. Future agenda items
- B. Requests for information from staff

**10. Director’s and Legal Counsel’s Items [Non-action item]**

- A. Report on previous Planning Commission items
- B. Legal information and updates

**11. Public Comment** [Non-action item]

Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the Planning Commission as a whole.

**12. Adjournment** [Non-action item]