



Board of Adjustment Staff Report

Meeting Date: April 3, 2014

Subject: Special Use Permit Case Number SB13-023
Applicant: Washoe County Parks and Open Space
Agenda Item Number: 8C
Project Summary: Excavation and grading of approximately 10,100 cubic yards of cut and 10,000 cubic yards of fill, with a disturbed area of approximately 360,300 square feet in preparation for parking areas, playing fields and related amenities at the North Valleys Regional Park, and to allow graded slopes greater than ten feet in height.
Recommendation: Approval with Conditions
Prepared by: Roger D. Pelham, MPA, Senior Planner
Planning and Development Division
Washoe County Community Services Department
Phone: 775.328.3622
E-Mail: rpelham@washoecounty.us

Description

Special Use Permit Case Number SB13-023 (North Valleys Regional Park Grading) – To allow the excavation and grading of approximately 10,100 cubic yards of cut and 10,000 cubic yards of fill, with a disturbed area of approximately 360,300 square feet in preparation for parking areas, playing fields and related amenities, and to allow graded slopes greater than ten feet in height.

- Applicant: Washoe County Parks and Open Space, 1001 E. Ninth Street, Reno, NV 89502
- Property Owner: United States of America
- Location: On the north side of Sky Vista Parkway approximately 1,000 feet west of its intersection with Trading Posed Drive
- Assessor's Parcel Number: 086-390-06
- Parcel Size: 80 Acres
- Regulatory Zone: Parks and Recreation (PR)
- Area Plan: North Valleys
- Citizen Advisory Board: North Valleys
- Development Code: Article 810, *Special Use Permits* and Article 438, *Grading*
- Commission District: 5 – Commissioner Weber
- Section/Township/Range: Section 4, Township 20N, Range 19E MDM, Washoe County, NV

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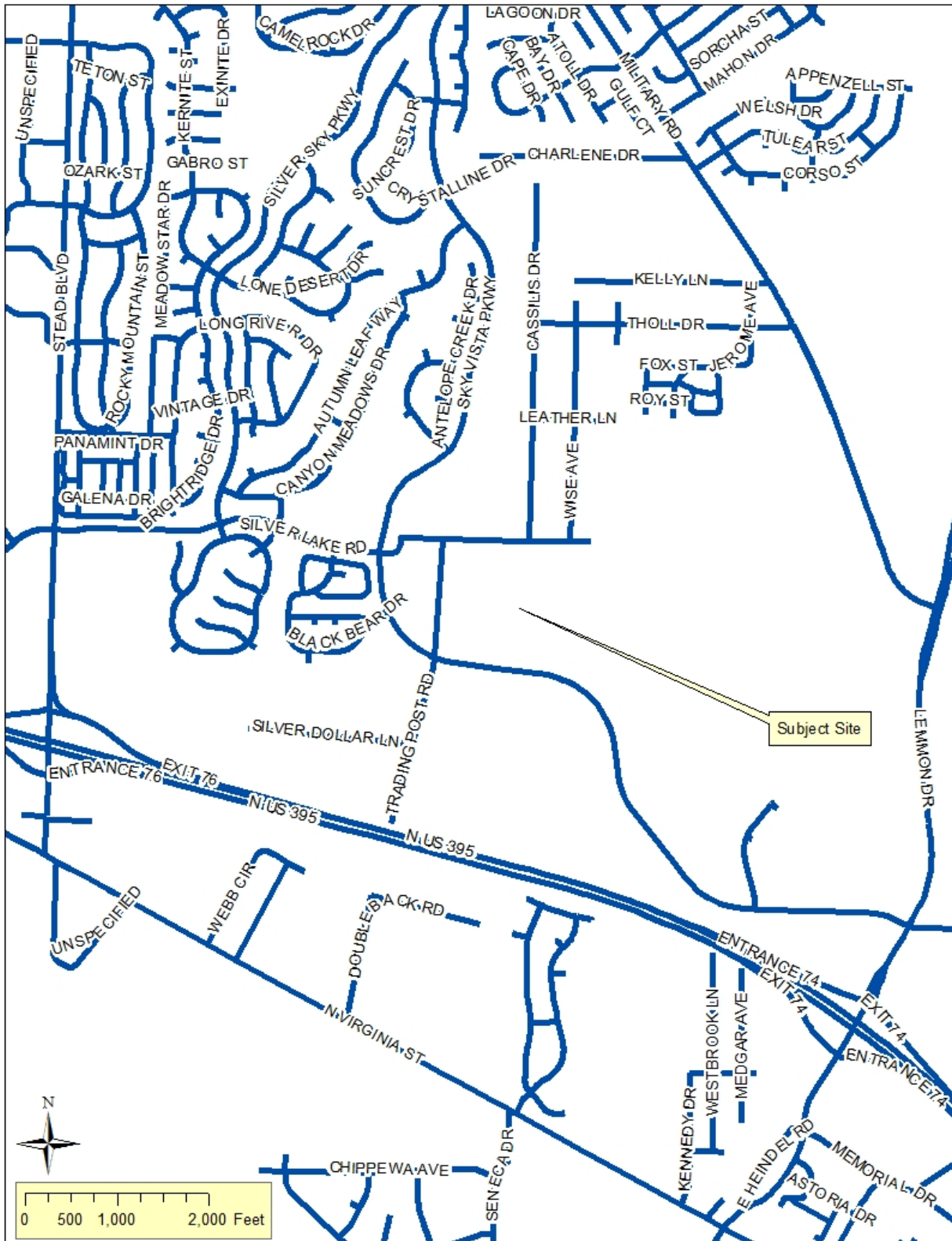
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Special Use Permit

The purpose of a Special Use Permit is to allow a method of review to identify any potential harmful impacts on adjacent properties or surrounding areas for uses that may be appropriate within a regulatory zone; and to provide for a procedure whereby such uses might be permitted by further restricting or conditioning them so as to mitigate or eliminate possible adverse impacts. If the Parks Commission grants an approval of the Special Use Permit, that approval is subject to Conditions of Approval. Conditions of Approval are requirements that need to be completed during different stages of the proposed project. Those stages are typically:

- Prior to permit issuance (i.e., a grading permit, a building permit, etc.).
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure.
- Prior to the issuance of a business license or other permits/licenses.
- Some Conditions of Approval are referred to as “*Operational Conditions*.” These conditions must be continually complied with for the life of the business or project.

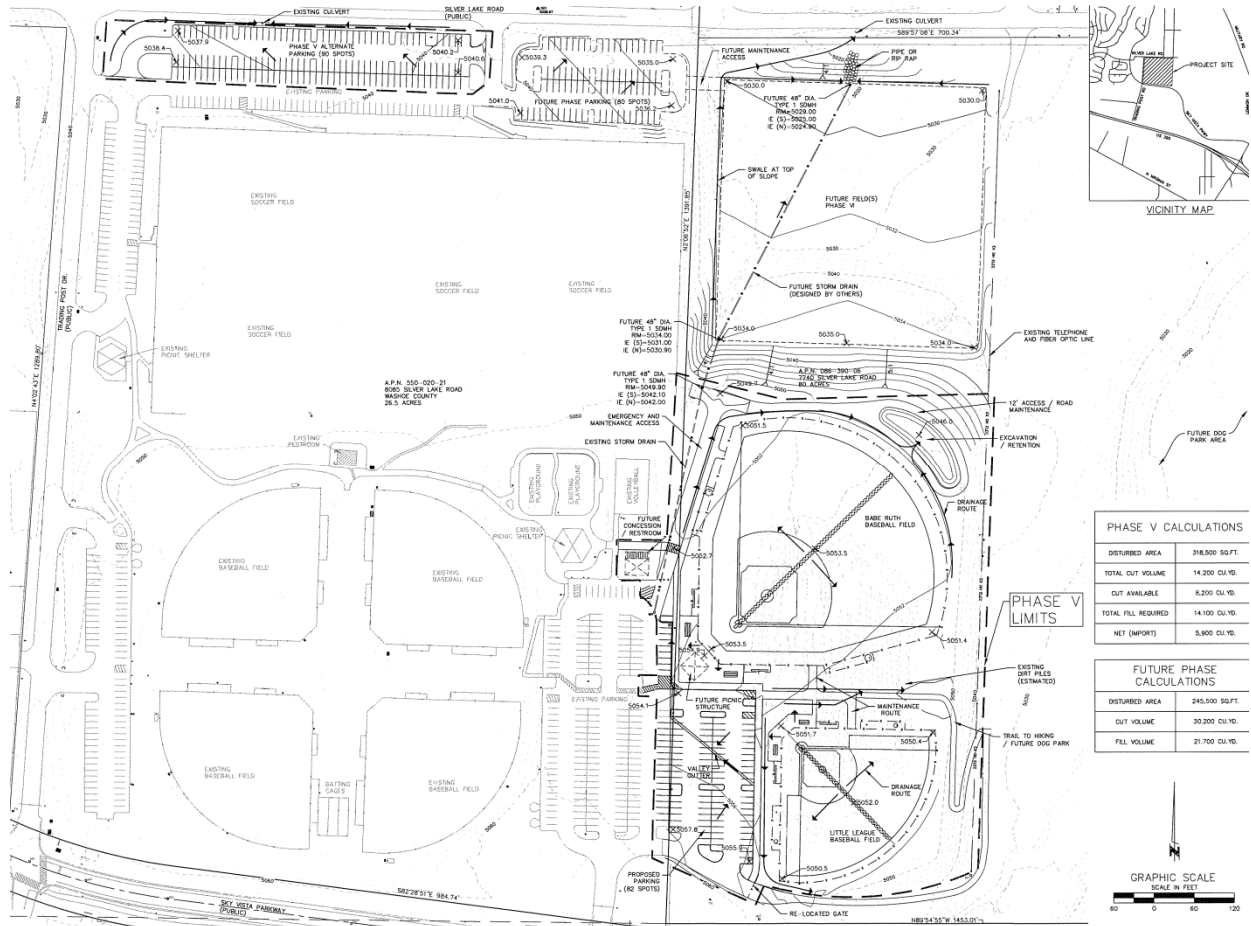
The Conditions of Approval for Special Use Permit Case Number SB13-023 are attached to this staff report and will be included with the Action Order.



Vicinity Map



Site Plan



Grading Plan

Project Evaluation

The subject site shows evidence of substantial disturbance and grading in the past. There are many piles of earthen material on the subject site which are not stabilized and have caused complaints to be made to District Health regarding blowing dust. The Air Quality Management Division supplied comments to staff stating that, "The Air Quality Management Division strongly supports this project since this area has received numerous complaints over the past few years regarding dust being generated..." The un-stabilized previous earthwork can be seen in the following photos.



The plans submitted with this special use permit application include stabilization of all graded areas, by means of construction of an expanded parking area, ball fields and re-vegetation of areas graded in preparation of future development.

The contour of the grading of the subject site constitutes a logical expansion of the existing facilities and is in conformance with the master plan for this Regional Park. All proposed slopes will be at a slope of 3 Horizontal to 1 Vertical (3:1) or shallower. Irrigation will be provided to all disturbed areas for a period of at least two years to ensure a healthy start to re-vegetation efforts.

Proposed slopes to the north and west of the proposed Babe Ruth baseball diamond will be constructed at slopes ranging from 4:1 to 5:1, they are proposed however, to be higher than 10 feet. Section 110.438.45(c), Article 438, Grading Standards, requires that slopes greater than 10 feet in height must include retaining walls. This is meant to protect natural hillsides from excessive grading by including structural containment. The current case is unique in several ways. First, the area is previously disturbed and there are no natural hillsides to preserve. Next the use proposed is unique in that large flat areas are needed for playing fields, within the Regional Park. Also, it is unwise to place a retaining wall below the outfield of a baseball diamond as it creates a potential falling hazard. Taller, but shallower slopes, contoured to mimic natural slopes are a safer and more desirable option in this case. The Board has the authority at Section 110.810.20(e) to "...vary standards of the Development Code as part of the approval of a special use permit application." Staff recommends that the Board vary the allowable height of a graded slope to allow slopes up to 20 feet in height for the reasons noted above.

North Valleys Citizen Advisory Board

North Valleys Citizen Advisory Board did not have a scheduled meeting during the time in which this special use permit was under review. The proposal was sent to each individual CAB member and comments were requested to be e-mailed to staff by February 26, 2014. Two comments in support of the application were received from CAB members in support of the application. Those comments are attached as Exhibit E and Exhibit F.

Reviewing Agencies

The following agencies received a copy of the project application for review and evaluation.

- Washoe County Community Services Department
 - Planning and Development
 - Parks and Open Space
 - Engineering
 - Roads
- US Bureau of Land Management
- Washoe County Health District
 - Environmental Health Division
 - Air Quality Management
- Regional Transportation Commission
- City of Reno
- Washoe-Storey Conservation District

Three out of the ten above listed agencies/departments provided comments and/or recommended conditions of approval in response to their evaluation of the project application. A **summary** of each agency's comments and/or recommended conditions of approval and their contact information is provided. The Conditions of Approval document is attached to this staff report and will be included with the Action Order

- Washoe County Planning and Development addressed grading and stabilization of slopes, hours of operation and general permit requirements.
Contact: Roger Pelham, 775.328.3622, rpelham@washoecounty.us
- Washoe County Air Quality Management noted that a dust control permit is required prior to beginning grading.
Contact: Charlene Albee, 775.784.7211, calbee@washoecounty.us
- Washoe County Environmental Health noted that building permits must be approved by the Health District.
Contact: Wes Rubio, 775.328.2635, wrubio@washoecounty.us

Staff Comment on Required Findings

Section 110.810.20 of Article 810, *Special Use Permits*, within the Washoe County Development Code, requires that all of the following findings be made to the satisfaction of the

Washoe County Board of Adjustment before granting approval of the request. Staff has completed an analysis of the special use permit application and has determined that the proposal is in compliance with the required findings as follows.

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valleys Area Plan.

Staff Comment: The subject site is part of the North Valleys Regional Park, the grading is in conformance with the Master Plan for that facility. This is part of Phase 5 of that facility's construction.

2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven.

Staff Comment: Existing improvements and utilities will be extended for this phase of construction.

3. Site Suitability. That the site is physically suitable for active recreation, and for the intensity of such a development.

Staff Comment: The current request is Phase 5 of overall improvements to the Regional Park. Many active recreation uses are already conducted on the site, the improvements requested will further that use.

4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

Staff Comment: Many active recreation uses are already conducted on the site, the area has been master planned as a Regional Park.

5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Staff Comment: There is no military installation within 3,000 feet of the proposed grading. The old Stead Air Force Base, which still houses some reserve military units is approximately two miles to the north.

Recommendation

Those agencies which reviewed the application recommended conditions in support of approval of the project. Therefore, after a thorough analysis and review, Special Use Permit Case Number SB13-023 is being recommended for approval with conditions. Staff offers the following motion for the Board of Adjustment's consideration.

Motion

I move that after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Board of Adjustment approve with conditions Special Use Permit Case Number SB13-023 for

Washoe County Parks and Open Space, having made all five findings in accordance with Washoe County Development Code Section 110.810.30, and allowing the grading of slopes greater than ten feet in height:

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valleys Area Plan;
2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;
3. Site Suitability. That the site is physically suitable for active recreation, and for the intensity of such a development;
4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area; and
5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of a military installation.

Appeal Process

Board of Adjustment action will be effective 10 days after the public hearing date, unless the action is appealed to the County Commission, in which case the outcome of the appeal shall be determined by the Washoe County Commission.

xc: Applicant: Washoe County Parks and Open Space, Attn: Jennifer Budge

Property Owner: United States of America

Developer: Washoe County Parks and Open Space, Attn: Jennifer Budge

Representatives: Rubicon Design Group, Attn: Mike Railey, 10 California Avenue, Ste. 202
Reno, NV 89509



EXHIBIT A

Conditions of Approval

Special Use Permit Case Number SB13-023

The project approved under Special Use Permit Case Number SB13-023 shall be carried out in accordance with the Conditions of Approval granted by the Board of Adjustment on April 3, 2014. Conditions of Approval are requirements placed on a permit or development by each reviewing agency. These Conditions of Approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable Codes.

Unless otherwise specified, all conditions related to the approval of this Special Use Permit shall be met or financial assurance must be provided to satisfy the Conditions of Approval prior to issuance of a grading or building permit. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with the County Engineer and the Planning and Development Division.

Compliance with the Conditions of Approval related to this Special Use Permit is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the Special Use Permit may result in the initiation of revocation procedures.

Washoe County reserves the right to review and revise the Conditions of Approval related to this Special Use Permit should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

For the purpose of conditions imposed by Washoe County, “may” is permissive and “shall” or “must” is mandatory.

Conditions of Approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to permit issuance (i.e., grading permits, building permits, etc.).
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some “Conditions of Approval” are referred to as “Operational Conditions.” These conditions must be continually complied with for the life of the project or business.

The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agencies.

- **The DISTRICT BOARD OF HEALTH, through the Washoe County Health District, has jurisdiction over all public health matters in the Health District.**

Any conditions set by the District Health Department must be appealed to the District Board of Health.

- **The RENO-TAHOE AIRPORT AUTHORITY is directed and governed by its own Board. Therefore, any conditions set by the Reno-Tahoe Airport Authority must be appealed to their Board of Trustees.**
- **The REGIONAL TRANSPORTATION COMMISSION (RTC) is directed and governed by its own board. Therefore, any conditions set by the Regional Transportation Commission must be appealed to that Board.**

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

Washoe County Planning and Development Division

1. The following conditions are requirements of the Planning and Development Division, which shall be responsible for determining compliance with these conditions.

Contact Name – Roger Pelham, 775.328.3622, rpelham@washoecounty.us

- a. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit. The Planning and Development Division shall determine compliance with this condition.
- b. The applicant shall submit complete construction plans and building permits shall be issued within two years from the date of approval by Washoe County. The applicant shall complete construction within the time specified by the building permits. Compliance with this condition shall be determined by the Planning and Development Division.
- c. The applicant shall attach a copy of the action order approving this project to all administrative permit applications (including building permits) applied for as part of this special use permit.
- d. Graded slopes taller than ten feet shall be at a slope of 4 Horizontal to 1 Vertical (4:1) or shallower.
- e. A note shall be placed on all construction drawings and grading plans stating:

NOTE

Should any prehistoric or historic remains/artifacts be discovered during site development, work shall temporarily be halted at the specific site and the State Historic Preservation Office of the Department of Museums, Library and Arts shall be notified to record and photograph the site. The period of temporary delay shall be limited to a maximum of two (2) working days from the date of notification.

- f. The following **Operational Conditions** shall be required for the life of the project:
 1. This special use permit shall remain in effect until or unless it is revoked or is inactive for one year.
 2. Failure to comply with the Conditions of Approval shall render this approval null and void. Compliance with this condition shall be determined by the Planning and Development Division.
 3. The applicant and any successors shall direct any potential purchaser/operator of the site and/or the special use permit to meet with the Planning and Development Division to review Conditions of Approval prior to the final sale of the site and/or the special use permit. Any subsequent purchaser/operator of the site and/or the special use permit shall notify the Planning and Development Division of the name, address, telephone number, and contact person of the new purchaser/operator within 30 days of the final sale.

Washoe County District Health Department, Air Quality

2. The following conditions are requirements of the District Health Department, which shall be responsible for determining compliance with these conditions. The District Board of Health has jurisdiction over all public health matters in the Health District. Any conditions set by the District Health Department must be appealed to the District Board of Health.

Contact Name – Charlene Albee, 775.784.7211, calbee@washoecounty.us

- a. A dust control permit must be issued prior to any grading activity.

Washoe County District Health Department, Environmental Health

3. The following conditions are requirements of the District Health Department, which shall be responsible for determining compliance with these conditions. The District Board of Health has jurisdiction over all public health matters in the Health District. Any conditions set by the District Health Department must be appealed to the District Board of Health.

Contact Name – Wes Rubio, 775.328.2635, wrubio@washoecounty.us

- a. Prior to initiating any grading activities an you must submit an application for a Dust Control;
- b. Permit and any additional requirements from Air Quality Management;
- c. Prior to any building construction all permits must be obtained as required;
- d. Any building proposing food service must submit plans to the Health District for review prior to construction;
- e. All food service operations require an annual operating permit.

Washoe County Engineering and Capital Projects Division

4. The following conditions are requirements of the Engineering and Capital Projects Division, which shall be responsible for determining compliance with these conditions.

Contact Name – Leo Vesely, 775.325.8032, lvesely@washoecounty.us

- a. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
- b. The owner/applicant shall obtain from the Nevada Division of Environmental Protection a Stormwater Discharge Permit for construction and submit a copy to Engineering prior to issuance of a grading permit.
- c. The owner/applicant shall complete and submit the Construction Permit Submittal Checklist, the Performance Standards Compliance Checklist and pay the Construction Stormwater Inspection Fee prior to obtaining a grading permit. The County Engineer shall determine compliance with this condition.
- d. A grading bond of \$2,000/acre of disturbed area shall be provided to Engineering prior to issuance of a grading permit.
- e. Cross-sections indicating cuts and fills shall be submitted when applying for a grading permit. Estimated total volumes shall be indicated.
- f. All disturbed areas left undeveloped for more than 30 days shall be treated with a dust palliative. Disturbed areas left undeveloped for more than 45 days shall be re-vegetated. Methods and seed mix must be approved by the County Engineer with technical assistance from the Washoe-Storey Conservation District.
- g. A hydrology/hydraulic report prepared by a registered engineer shall be submitted to Engineering for review and approval. The report shall include the locations, points of entry and discharge, flow rates and flood limits of all 5- and 100-year storm flows impacting both the site and offsite areas and the methods for handling those flows. The report shall include all storm drain pipe and ditch sizing calculations and a discussion of and mitigation measures for any impacts on existing offsite drainage facilities and properties
- h. Any increase in storm water runoff volume resulting from the development shall be retained on site to the satisfaction of the County Engineer.
- i. Washoe County will only maintain drainage easements which are at least 15 feet wide and piped to the satisfaction of the County Engineer.
- j. Standard reinforced concrete headwalls or other approved alternatives shall be placed on the inlet and outlet of all drainage structures and rip rap shall be used to prevent erosion at the inlets and outlets of all pipe culverts to the satisfaction of the County Engineer.

Washoe County Conditions of Approval

- k. The applicant shall provide pretreatment for petrochemicals and silt for all storm drainage from the site to the satisfaction of the County Engineer.
- l. All paving and driveway improvements necessary to serve the project shall be designed and constructed to County standards and specifications.
- m. The minimum pavement requirements for on-site paving shall be three inches (3") of asphalt over six inches (6") of granular base to the satisfaction of the County Engineer.

*** End of Conditions ***

Exhibit B

From: Albee, Charlene
Sent: Tuesday, December 24, 2013 8:42 AM
To: Pelham, Roger
Subject: SB13-023 - No Valleys Regional Park Grading

Hi Roger,

I just reviewed the application review memo which includes the North Valleys Regional Park Grading. The Air Quality Management Division strongly supports this project since this area has received numerous complaints over the past few years regarding dust being generated from the open parking areas. AQM will require a dust control permit for the grading activities.

Please let me know if you need anything from AQM.

Thanks and Merry Christmas.

Charlene Albee
Chief, Permitting & Enforcement Branch
Air Quality Management Division
Washoe County Health District
1001 E. 9th Street #B171
Reno, NV 89512
775.784.7211 Phone
775.784.7225 FAX

From: Albee, Charlene
Sent: Thursday, February 27, 2014 8:34 AM
To: DeLozier, Sara; Pelham, Roger
Subject: RE: WC Development Applications for your Review

Good Morning,

The Air Quality Management Division has completed the review of the referenced projects and would like to submit the following comments:

Item 3: North Valleys Regional Park and Item 7: Water Reclamation Facility - The AQMD will require an application be submitted for a Dust Control Permit for grading activities which involve an acre or more of disturbance.

Thank you for the opportunity to review the proposed projects.

Exhibit C

From: Rubio, Wesley S
Sent: Thursday, January 16, 2014 7:39 AM
To: Pelham, Roger
Cc: English, James J.; Lupan, Michael; 'mrailey@rubicondesigngroup.com'
Subject: SB13-023 - North Valleys Regional Park

Hi Roger,

The Washoe County Health District, Environmental Health has reviewed the above referenced project.

The project is proposing grading in excess of 4 acres and the eventual installation of restrooms and a concession building.

Environmental Health has the following comments regarding this project:

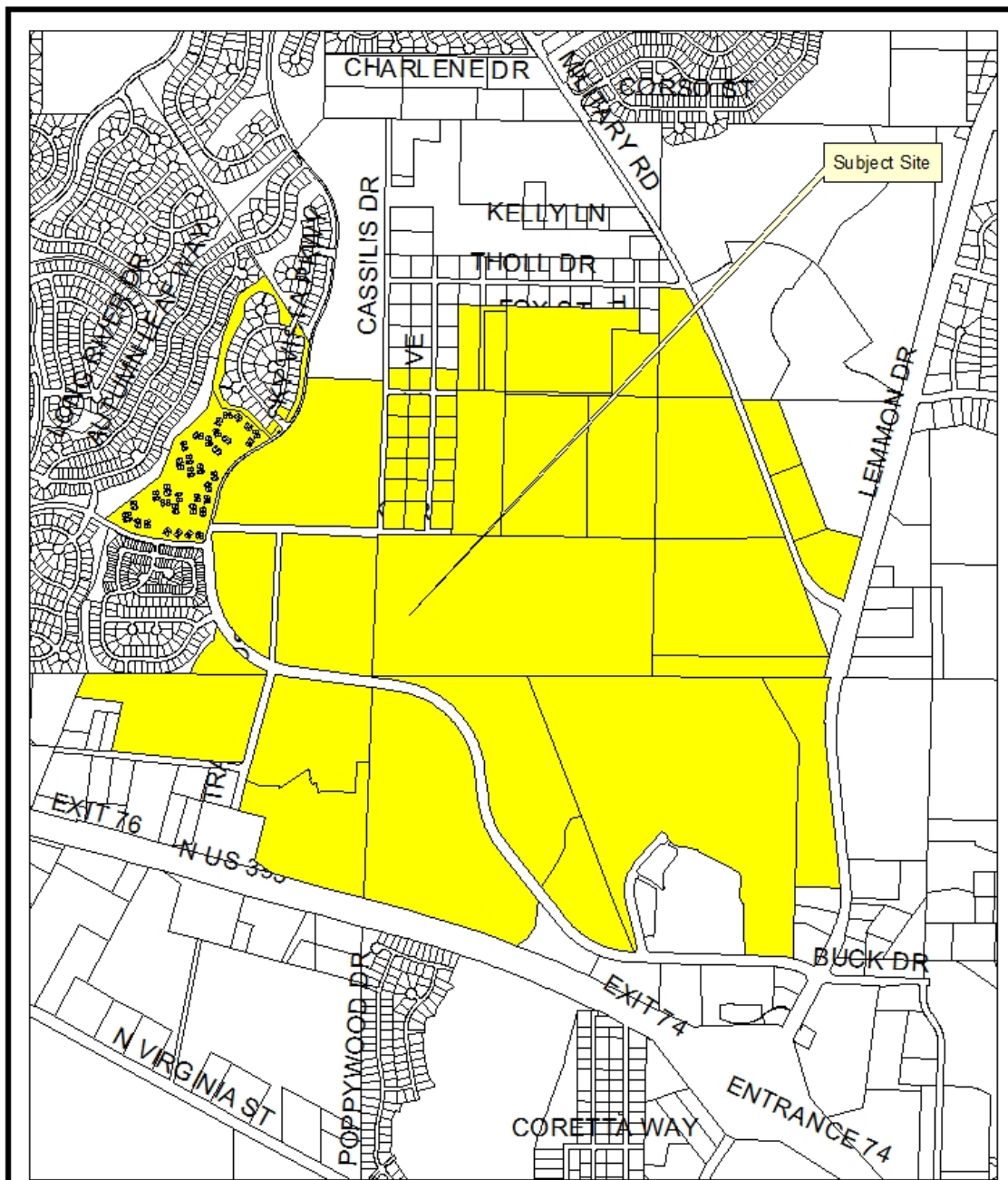
- * Environmental Health has no objections to the approval of the project as proposed;
- * Prior to initiating any grading activities an you must submit an application for a Dust Control Permit and any additional requirements from Air Quality Management;
- * Prior to any building construction all permits must be obtained as required;
- * Any building proposing food service must submit plans to the Health District for review prior to construction;
- * All food service operations require an annual operating permit.

Please contact me if you have any questions.

Thank you,
Wes

Wesley Rubio, MPH, REHS
Environmental Health
Washoe County Health District
1001 E. 9th Street, Reno NV
(775) 328-2635

Exhibit D



Mailing Label Map

SUP Case Number SB13-023
North Valleys Regional Park Grading

56 Parcels selected at 1400 feet.

Source: Community Planning Services



Date: December 2013

Department of
Community
Development
WASHOE COUNTY
NE VADA

Post Office Box 11130
Reno, Nevada 89520
(775) 335-3500

Exhibit E

Washoe County Citizen Advisory Boards CAB Member Worksheet



Citizen Advisory Board: NORTH VALLEYS

Meeting Date (if applicable): _____

Topic or Project Name (include Case No. if applicable): SB13-023

Please check the appropriate box:

My comments were (or) were not discussed during the meeting.

RP

Identified Issues and concerns:

Suggested alternatives and/or recommendations:

I FIND THAT THE APPLICATION AND PLANS
SUBMITTED TO ME CONCERN TO THE
PROJECT AS PRESENTED TO THE NORTH
VALLEYS CAB ON 12/9/2013.
I RECOMMEND APPROVAL

Name RAY C LAKE Date: 1/3/2014
(Please Print)

Signature: Ray C Lake

This worksheet may be used as a tool to help you take notes during the public testimony and discussion on this topic/project. Your comments during the meeting will become part of the public record through the minutes and the CAB action memorandum. Your comments, and comments from other CAB members, will and shall not collectively constitute a position of the CAB as a whole.

If you would like this worksheet forwarded to your Commissioner, please include his/her name.

Commissioner's Name: BONNIE WEBER

Use additional pages, if necessary.

Please mail, fax or email completed worksheets to: Washoe County Manager's Office
Attention: CAB Program
Post Office Box 11130, Reno, NV 89520-0027
Fax: 775.328.2037;
Email: cab@washoecounty.us

Exhibit F

Citizen Advisory Board: North Valleys

Meeting Date (if applicable): N/A

Topic or Project Name (include Case No. if applicable): SB13-023 North Valleys Regional Park Grading

Please check the appropriate box:

My comments were (or) were not discussed during the meeting.

Identified issues and concerns:

No issues or concerns. It's a good plan. I appreciate that existing infrastructure (electrical stubs, irrigation lines, existing parking lot entrance(s)) is being utilized.
Hooray, phase 5!

Suggested alternatives and/or recommendations:

N/A

Name Jean Harris Date: 12/31/13

(Please Print)

Signature: Jean Harris

This worksheet may be used as a tool to help you take notes during the public testimony and discussion on this topic/project. Your comments during the meeting will become part of the public record through the minutes and the CAB action memorandum. Your comments, and comments from other CAB members, will and shall not collectively constitute a position of the CAB as a whole.

If you would like this worksheet forwarded to your Commissioner, please include his/her name.

Commissioner's Name: Bonnie Weber

Use additional pages, if necessary.

Please mail, fax or email completed worksheets to: Washoe County Manager's Office
Attention: CAB Program
Post Office Box 11130, Reno, NV 89520-0027
Fax: 775.328.2037;



NORTH VALLEYS REGIONAL PARK – PHASE 5
SPECIAL USE PERMIT

PREPARED BY:



DECEMBER 18, 2013

Job # 191-01

NORTH VALLEYS REGIONAL PARK – PHASE 5

Special Use Permit Application

Prepared for:

Washoe County Regional Parks and Open Space

2601 Plumas Street

Reno, Nevada 89509

Prepared by:

Rubicon Design Group, LLC

100 California Avenue, Suite 202

Reno, Nevada 89509

Lumos & Associates, Inc.

9222 Prototype Drive

Reno, Nevada 89521

December 18, 2013



NORTH VALLEYS REGIONAL PARK – PHASE 5

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Roger Pelham Letter (Dated December 18, 2013)
Washoe County Development Application
Owner Affidavit
Special Use Permit Application
Property Tax Documentation

Map Pocket:

Preliminary Site Plan
Preliminary Grading Plan



NORTH VALLEYS REGIONAL PARK – PHASE 5

Introduction

This application includes the following request:

- A **Special Use Permit** to allow for grading in excess of 4 acres and disturbance of more than 5,000 cubic yards, in accordance with section 110.438.35(a)(1) of the Washoe County Development Code.

Project Location

North Valleys Regional Park is located along the north side of Sky Vista Parkway, south of Silver Lake Road, east of Trading Post Road in north Reno. Specifically, this Special Use Permit request applies to the Phase 5 expansion of the existing park which is located on APN 086-390-06 (80± acres). This parcel is located directly east of the existing park improvements which are located on APN 550-020-21. Figure 1 (below) depicts the project location.

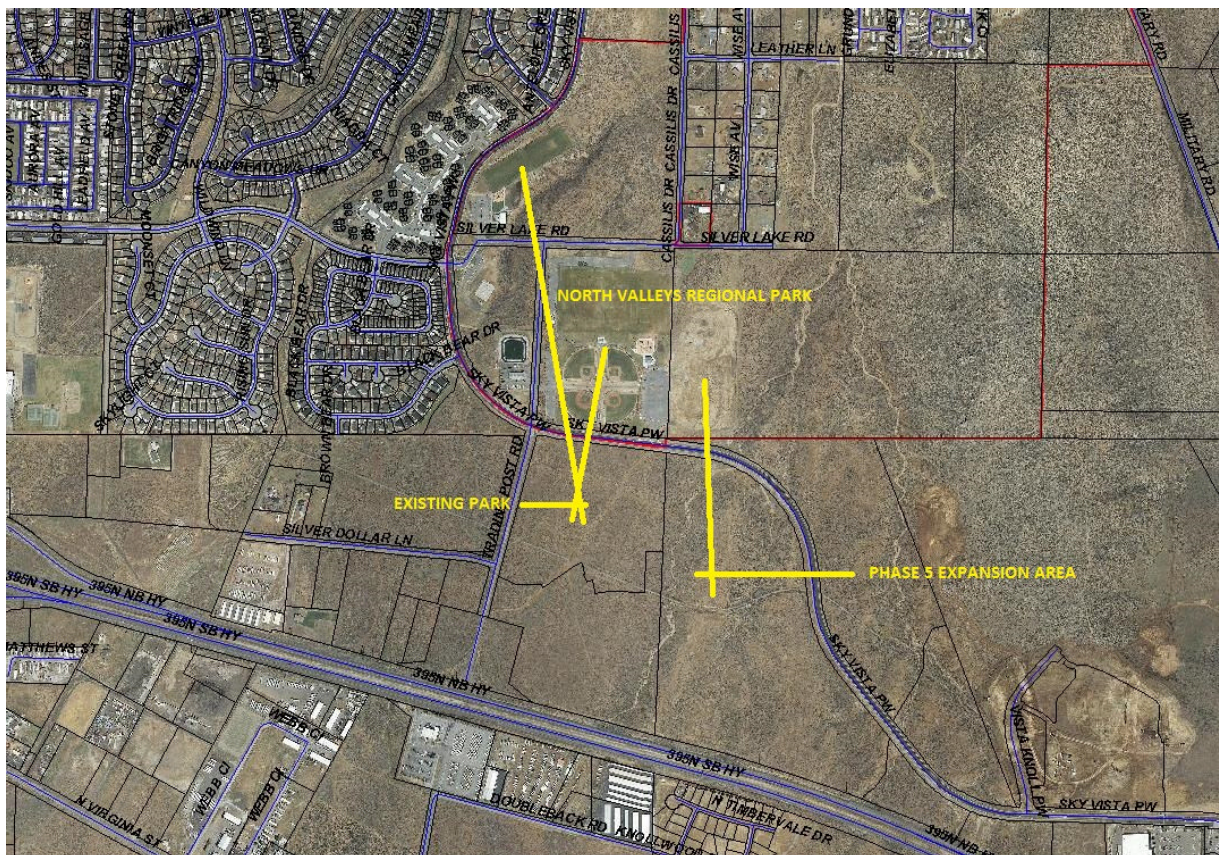


Figure 1 – Vicinity Map



NORTH VALLEYS REGIONAL PARK – PHASE 5

Access to the Phase 5 expansion area included with this request is from Sky Vista Parkway via the existing parking lot entrance to the east of the existing baseball fields.

Surrounding land use includes vacant property (future dog park/open space) to the east, vacant land to the south, public facilities (existing North Valleys Park) to the west, and future park expansion and single family residential to the north. Figure 2 (below) depicts an expanded aerial view of the subject property.



Figure 2 – Aerial View



NORTH VALLEYS REGIONAL PARK – PHASE 5

Existing Conditions

North Valleys Regional Park has been developed in four previous phases and includes baseball fields, soccer fields, community meeting room, playground areas, etc. This request will allow for grading of the Phase 5 expansion area that will include a new Little League baseball field, a Babe Ruth baseball field, and accessory structures (i.e. dugouts, concession/restroom buildings, picnic structure, and parking).

Currently, the Phase 5 expansion parcel (APN 086-390-06) is vacant and contains several piles of fill material that have been stockpiled onsite. With this Special Use Permit request, the southwestern portion of the property will be developed with the Phase 5 improvements (as detailed in the following section).

Generally, the area included within Phase 5 is relatively flat and contains slopes less than 15%. As you head east, slopes increase. However, this steeper portion of the parcel is not included within the Phase 5 area and is planned for a future dog park/open space area. Additionally, the northwestern portion of the property will be developed with future sports fields as part of Phase 6.

Figure 3 (following page) depicts existing onsite conditions

Project Description

A Master Plan for the North Valleys Regional Park was approved in the 1990's. Since that time, the first four phases have been developed and include playground facilities, a community meeting/multi-function room, water play area, baseball fields, soccer fields, and associated amenities such as parking, maintenance buildings, etc. This Special Use Permit (SUP) request is to allow for the implementation of Phase 5 which includes a Little League baseball field and a Babe Ruth baseball field.

The SUP also includes future facilities that are to be included within the Phase 5 area such as a concession and restroom building and a picnic structure. Funds are not currently available for construction of these buildings but they are part of the overall Phase 5 plan. Additionally, Phase 5 will include two new parking areas. The first consists of 82 parking spaces which will tie into the existing parking lot to the west along with 90 new spaces north of the existing soccer fields to the northwest.

Although the Master Plan for the North Valleys Park has already been approved for some time, a SUP is required for Phase 5 based on the amount of grading necessary to implement the park plan. Specifically, a total of 360,300± square feet of grading disturbance along with 10,100± cubic yards of cut and 10,000± cubic yards of fill will result with development of Phase 5. In accordance with section 110.438.35 of the Washoe County Development Code, a SUP is triggered based on the overall disturbance area (exceeding 4 acres) and the quantity of cut and fill (in excess of 5,000 cubic yards).



NORTH VALLEYS REGIONAL PARK – PHASE 5



Figure 3 – Existing Conditions



NORTH VALLEYS REGIONAL PARK – PHASE 5

As depicted in Figure 3 (previous page), there are a large number of fill piles located onsite. The property has been used to stockpile material as other development has occurred within the area. This is a contributing factor to the overall grading quantities. Additionally, the Phase 5 expansion plan is designed such that the site “balances” from a grading perspective. As such, future improvements within Phase 6 are contemplated, including new sports fields and parking areas to the north and northwest. It is important to note the Phase 6 facilities are not currently proposed or under review. They are shown because the overall grading plan will balance earthwork and allow for future development of the Phase 6 facilities (with minor improvements).

As stated previously, Phase 5 will include two new baseball fields. The first field is a Little League field located at the southern portion of the site. Directly to the west, new parking (consisting of 82 spaces) will be provided which ties in with the existing parking lot (as depicted in Figure 3). To the north of the Little League field, a larger Babe Ruth field will be developed. An emergency and maintenance access will be provided along the western edge of the Babe Ruth field. This will be for park staff and emergency vehicles only and will include bollards to prevent vehicle access by the general public. Finally, 90 additional new parking spaces will be developed just north of the existing soccer fields to the northwest.

There are two new structures included within Phase 5. The first is 900± square foot restroom and concession building. The second is a 900± square foot covered picnic shelter. Although these structures are included in Phase 5, construction of the facilities may be delayed based on the availability of funds. Therefore, portable restrooms (i.e. Sani Huts) may be used in the interim until funding for the restroom building is available.

Figure 4 (following page) depicts the Phase 5 expansion in context with the existing park facilities. The plan identifies the two new fields and associated improvements. Additionally, the Phase 6 area to the north and northeast is shown. Once again, the Phase 6 improvements are shown based on an overall grading balance of the site and are not proposed for development at this time.

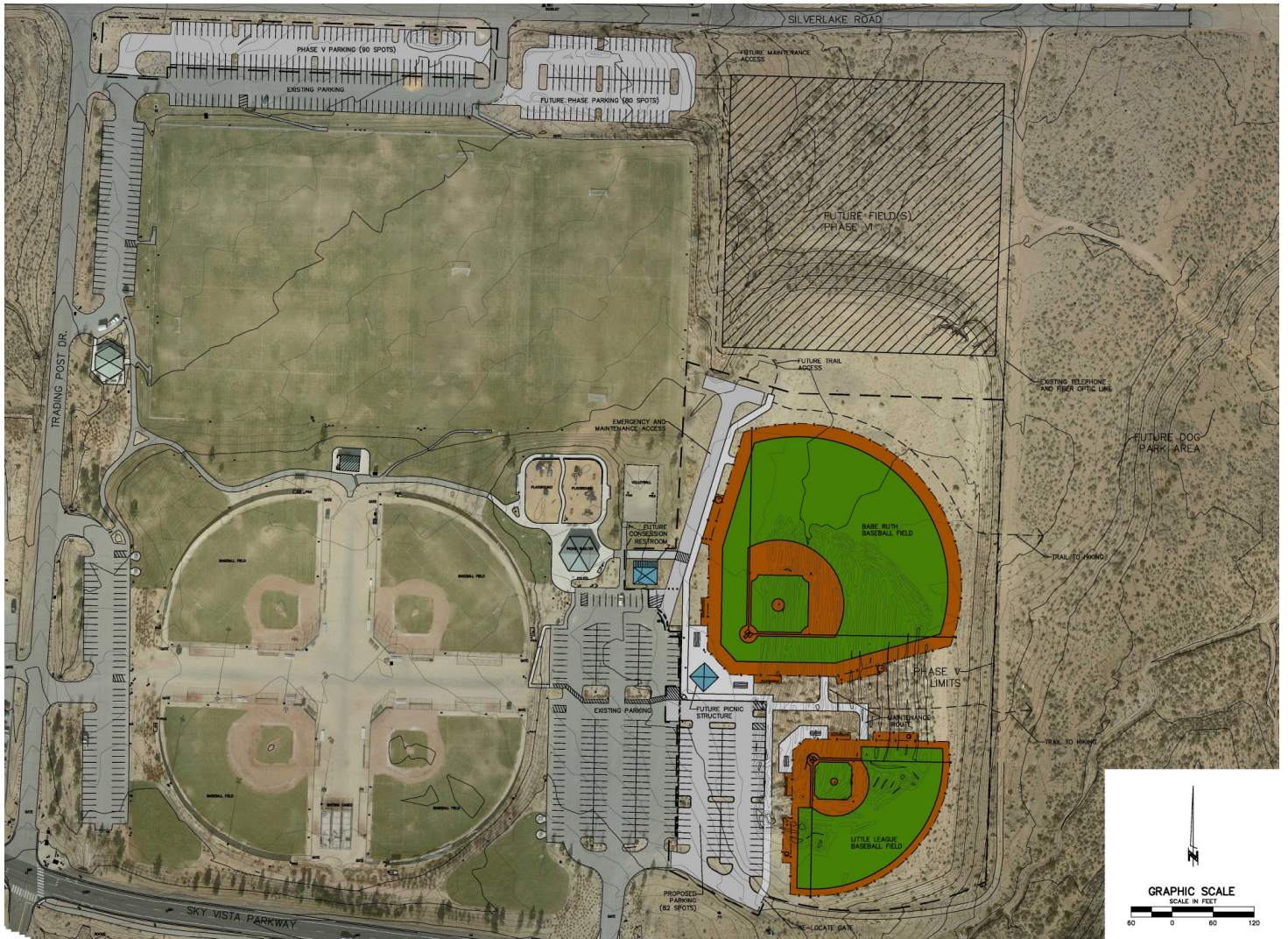
There is no lighting proposed for the new baseball fields at this time. Future lighting of the fields is dependent on funding sources that are yet to be determined. It is possible that the leagues that use the fields may take on fundraising for these improvements. If funding does become available, field lighting would be consistent with other existing field lights within the park. Parking lot lighting, similar to that which exists, will be carried over into the new parking area. This lighting will include cut-off/shielded fixtures to ensure spill-over and glare does not occur to adjoining properties.

Overall, the Phase 5 improvements are designed to take advantage of existing utility stubs, irrigation lines, etc. in order to provide for the most cost effective development of the site. Careful scrutiny was given to the existing infrastructure with the current site design. Additionally, park maintenance and Washoe County Regional Parks and Open Space staff were consulted during the design process to ensure that a functional project was being contemplated.

A detailed preliminary grading plan is included in the attached map pocket. This plan depicts the overall project limits, detention areas, and earthwork quantities. Additionally, it provides the supplemental site information required under section 110.438.36 of the Washoe County Development Code.



NORTH VALLEYS REGIONAL PARK – PHASE 5



Note: A full-size site plan is included in the attached map pocket.

Figure 4 – Preliminary Site Plan



NORTH VALLEYS REGIONAL PARK – PHASE 5

Special Use Permit Findings

Section 110.810.30 of the Washoe County Development Code outlines Special Use Permit Findings. These findings are addressed below in **bold face** type.

Prior to approving an application for a Special Use Permit, the Planning Commission shall find that all of the following are true:

- (a) Consistency. The proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the applicable area plan;

The proposed park use is consistent with the existing PR zoning and represents implementation of the North Valleys Regional Park Master Plan. The project is consistent with the previous Master Plan approvals, the North Valleys Area Plan, and surrounding land use patterns.

- (b) Improvements. Adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;

All utilities and infrastructure needed to serve the project are in place or will be extended as part of this SUP request. As discussed previously, careful consideration has been given in the overall design to ensure the most efficient use of infrastructure and ease of maintenance. Access to the property will occur from the existing driveway at Sky Vista Parkway which will more than adequately serve the additional facilities within Phase 5.

- (c) Site Suitability. The site is physically suitable for the type of development and for the intensity of development;

The area being developed within Phase 5 is relatively flat and represents the most developable portion of the site. As detailed previously, the existing stockpiles of material are a key factor of why a grading SUP is required. The grading proposed will not result in any unsightly cut or fill slopes and all disturbed areas will be landscaped and/or revegetated per Washoe County standards.

- (d) Issuance Not Detrimental. Issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area; and

Issuance of the SUP will create a positive community impact by providing additional public recreation amenities in the community. Furthermore, this SUP serves to implement the next phase of the community's vision for the North Valleys Regional Park. The project design is such that it complements all adjoining parcels and properly relates to the built environment. No negative impacts are anticipated.



NORTH VALLEYS REGIONAL PARK – PHASE 5

- (e) Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

There are no Military Installations within or in the vicinity of the project boundary.

APPENDICES



191-01

December 18, 2013

Roger Pelham
Washoe County Planning and Development
1001 East Ninth Street
Reno, Nevada 89505

Re: North Valleys Regional Park – Phase 5

Dear Roger,

Attached is a Special Use Permit application to allow for grading improvements associated with Phase 5 of the North Valleys Regional Park. As we discussed, Washoe County is the applicant for this project. As such, the requirements for a preliminary title report and application review fees are not applicable to this application.

For clarification, the subject parcel included in Phase 5 is owned by the United States Government and is managed by the Bureau of Land Management (BLM). At the inception of the North Valleys Regional Park Master Plan, the BLM provided all necessary documentation and affidavits giving Washoe County authority to request development related to public park facilities on the property. The Master Plan was approved and adopted by the Washoe County Board of Commissioners. The plan included with this request is in substantial conformance with the approved Master Plan. For that reason, no additional BLM documentation is required. Furthermore, BLM has granted Washoe County a recreation easement across the entire parcel. David Solaro has signed the required affidavit on behalf of Washoe County which is included in the attached application package.

Thank you again for your ongoing assistance with the North Valleys Regional Park Phase 5 Expansion. We look forward to working with you and your staff as the project moves forward. In the meantime, please do not hesitate to call me with any questions or concerns at (775) 250-3455.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Railey", is written over a light blue horizontal line.

Mike Railey
Partner

Community Services Department
Planning & Development
**SPECIAL USE PERMIT FOR GRADING
APPLICATION**



Community Services Department
Planning and Development
1001 E Ninth St., Bldg A.
Reno, NV 89520

Telephone: 775.328.3600

Washoe County Development Application

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

Project Information		Staff Assigned Case No.: _____	
Project Name (commercial/industrial projects only): North Valleys Regional Park Phase V			
Project Description: Grading to allow for an expansion of the existing North Valley's Regional Park. The proposed expansion includes two new baseball fields and associated facilities.			
Project Address: 7740 Silver Lake Road			
Project Area (acres or square feet): parcel is 80 acres. Disturbed area is approx. 360,300 square feet			
Project Location (with point of reference to major cross streets AND area locator): The project is on the north side of Sky Vista Parkway, east of Trading Post Drive.			
Assessor's Parcel No(s):	Parcel Acreage:	Assessor's Parcel No(s):	Parcel Acreage:
086-390-06	80		
Section(s)/Township/Range: T20 R19 S04			
Indicate any previous Washoe County approvals associated with this application:			
Case Nos.			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: United States of America		Name: Rubicon Design Group	
Address: N/A		Address: 100 California Avenue, Suite 202	
Zip:		Reno, NV	Zip: 89509
Phone: N/A	Fax:	Phone: 775-425-4800	Fax:
Email: N/A		Email: mrailey@rubicondesigngroup.com	
Cell: N/A	Other:	Cell: 775-250-3455	Other:
Contact Person: N/A		Contact Person: Mike Railey	
Applicant/Developer:		Other Persons to be Contacted:	
Name: Washoe County Parks and Open Space		Name: Lumos & Associates	
Address: 2601 Plumas St.		Address: 9222 Prototype Drive	
Reno, NV	Zip: 89509	Reno, NV	Zip: 89521
Phone: 775-823-6500	Fax:	Phone: 775-827-6111	Fax:
Email: jbudge@washoecounty.us		Email: tguinn@lumosengineering.com	
Cell:	Other:	Cell:	Other:
Contact Person: Jennifer Budge		Contact Person: Tom Guinn, P.E.	
For Office Use Only			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Special Use Permit Application for Grading Supplemental Information

(All required information may be separately attached)

Chapter 110 of the Washoe County Code is commonly known as the Development Code. Specific references to special use permits may be found in Article 810, Special Use Permits. Article 438, Grading, and Article 418, Significant Hydrologic Resources, are the ordinances specifically involved in this request.

1. What is the purpose of the grading?

To allow for the construction of 2 additional baseball fields (and associated ancillary facilities) at the existing North Valleys Regional Park, in accordance with the approved Master Plan for the facility. Please see attached report for a detailed project description.

2. How many cubic yards of material are you proposing to excavate on site?

360,300 +/- sq.ft. of total disturbance, 10,100+/- cubic yards of cut and 10,000+/- cubic yards of fill.

3. How many square feet of surface of the property are you disturbing?

Up to 360,300+/- square feet of surface area.

4. How many cubic yards of material are you exporting or importing? If none, how are you managing to balance the work on-site?

The project will balance cuts and fills on-site. The cut quantity is 10,100+/- cubic yards and the fill quantity is estimated to be 10,000+/- cubic yards. Refer to attached grading plan for specifics.

5. Is it possible to develop your property without surpassing the grading thresholds requiring a Special Use Permit? (Explain fully your answer.)

While the overall site is largely flat and easily developed, the surface area of two ball fields and the attendant parking lots results in grading quantities that trigger an SUP. There is no way to level and landscape the site without reaching the SUP threshold. This is partly the result of existing onsite fill piles. Refer to attached report for a detailed description.

6. Has any portion of the grading shown on the plan been done previously? (If yes, explain the circumstances and the year the work was done.)

No, the improvements shown on the plan have not been started. The site has served as a dirt storage area in the past, and has informal driving access, but has never been systematically improved.

7. Have you shown all areas on your site plan that are proposed to be disturbed by grading? (If no, explain fully your answer.)

Yes. Refer to attached grading plan.

8. Can the disturbed area be seen from off-site? If yes, from which directions, and which properties or roadways?

The site can be seen from Sky Vista Parkway. Partial views are possible from Trading Post Drive and Silver Lake Road. Since the majority of the project is ground level (ball fields and parking areas) visual impacts will be minimal.

9. Could neighboring properties also be served by the proposed access/grading requested (i.e. if you are creating a driveway, would it be used for access to additional neighboring properties)?

The project area is served by an existing driveway, located on an adjacent park parcel. The project therefore already utilizes a shared driveway. Future park amenities can be accessed with this same driveway.

10. What is the slope (Horizontal:Vertical) of the cut and fill areas proposed to be? What methods will be used to prevent erosion until the revegetation is established?

Refer to attached grading plan for specifics slopes and post-development conditions.

11. Are you planning any berms?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, how tall is the berm at its highest?
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12. If your property slopes and you are leveling a pad for a building, are retaining walls going to be required? If so, how high will the walls be and what is their construction (i.e. rockery, concrete, timber, manufactured block)?

No walls are included.

13. What are you proposing for visual mitigation of the work?

Since the majority of the project is ground level (ball fields and parking areas) visual impacts will be minimal.

14. Will the grading proposed require removal of any trees? If so, what species, how many and of what size?

The project does not require the removal of any trees.

15. What type of revegetation seed mix are you planning to use and how many pounds per acre do you intend to broadcast? Will you use mulch and, if so, what type?

In areas not developed with a formal landscape, sports facility, or paving, revegetation will occur in accordance with Washoe County standards. This includes a native seed mix and a two-year temporary irrigation. In areas where erosion is not of concern, a Health Department approved dust pallative may be implemented.

16. How are you providing temporary irrigation to the disturbed area?

Temporary irrigation can be tied into the existing irrigation system within North Valleys Regional Park.

17. Have you reviewed the revegetation plan with the Washoe Storey Conservation District? If yes, have you incorporated their suggestions?

A copy of this application has been forwarded to the Washoe Storey Conservation District for review and comment. Their recommendations can be implemented in the form of conditions on this Special Use Permit request.

18. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that may prohibit the requested grading?

Yes No If yes, please attach a copy.



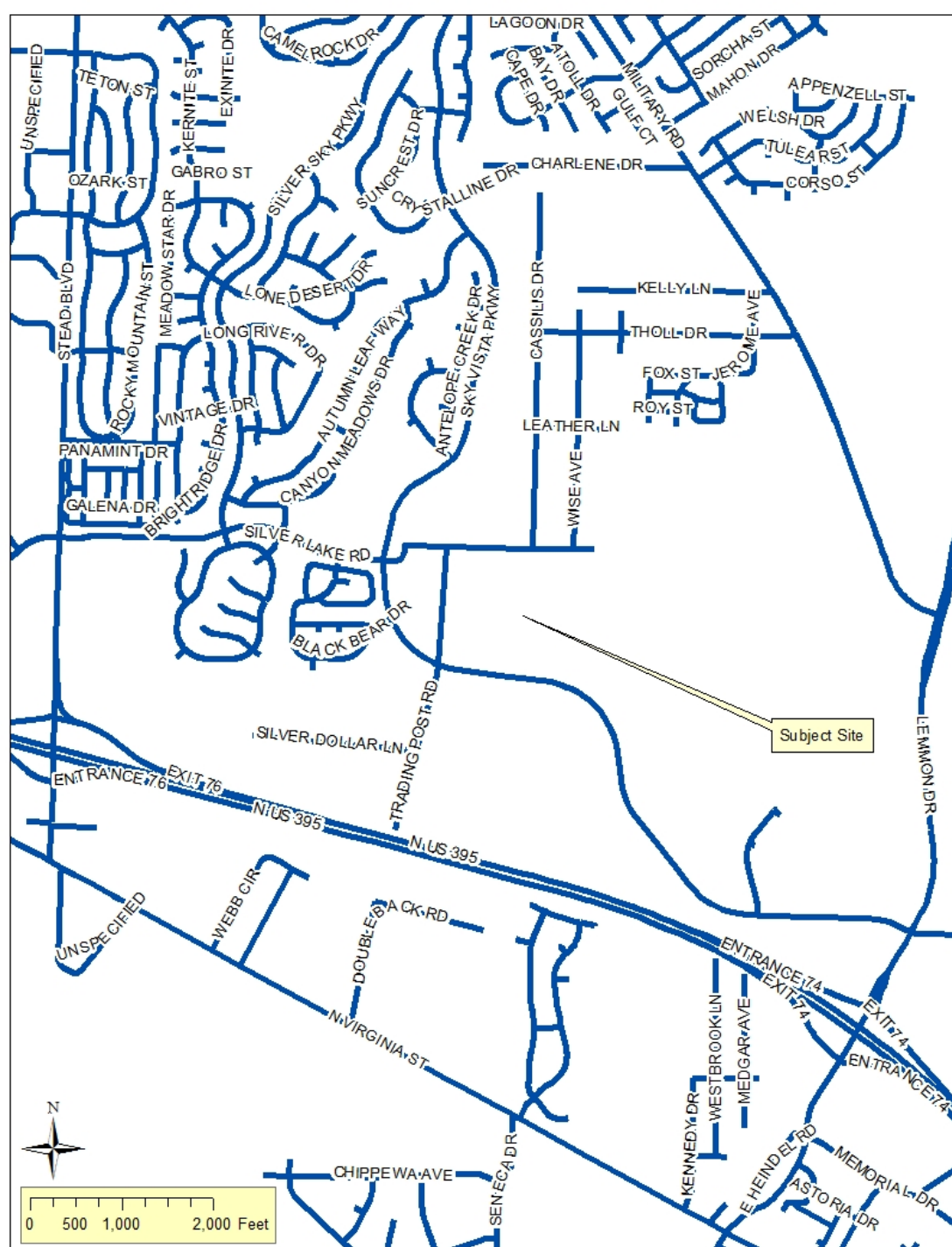
**Washoe County
Board of Adjustment
April 3, 2014**

Special Use Permit

Case No. SB13-023

North Valleys Regional Park Grading

Vicinity Map



Background

- site shows substantial disturbance and grading in the past
- plans include stabilization of all graded areas
 - expanded parking area
 - ball fields
 - re-vegetation of disturbed areas
- logical expansion of existing facilities
- in conformance with the master plan for this Regional Park
- all slopes will be 3:1 or shallower
- irrigation will be provided for at least two years

Analysis

- proposed slopes to the north and west of the proposed Babe Ruth baseball diamond will be constructed at slopes ranging from 4:1 to 5:1
- proposed to be higher than 10 feet
- Section 110.438.45(c), requires that slopes greater than 10 feet in height must include retaining walls.
- meant to protect natural hillsides
- this area is previously disturbed and there are no natural hillsides to preserve
- large flat areas are needed for playing fields, within the regional park
- it is unwise to place a retaining wall below the outfield of a baseball diamond as it creates a potential falling hazard
- taller shallower slopes are a safer and more desirable option in this case.

Analysis

the Board has the authority at Section 810.20(e) to “...vary standards of the Development Code as part of the approval of a special use permit application”

staff recommends that the Board vary the allowable height of a graded slope to allow slopes up to 20 feet in height for the reasons noted

Reviewing Agencies

- No adverse comments or conditions were provided by the Citizen Advisory Board or any of the reviewing agencies.
- Comments are included with the staff report.

Conditions of Approval

- No unique or extraordinary conditions of approval have been included.
- All conditions relate to the impacts identified in association with the proposed grading.

Special Use Permit Findings

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valleys Area Plan.

Staff Comment: The subject site is part of the North Valleys Regional Park, the grading is in conformance with the master plan for that facility. This is part of phase 5 of that facility's construction.

2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven.

Staff Comment: Existing improvements and utilities will be extended for this phase of construction.

Special Use Permit Findings

3. Site Suitability. That the site is physically suitable for active recreation, and for the intensity of such a development.

Staff Comment: The current request is phase 5 of overall improvements to the Regional Park. Many active recreation uses are already conducted on the site, the improvements requested will further that use.

4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

Staff Comment: Many active recreation uses are already conducted on the site, the area has been master planned as a regional park.

Special Use Permit Findings

5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Staff Comment: There is no military installation within 3,000 feet of the proposed grading. The old Stead Air Force Base, which still houses some reserve military units is approximately two miles to the north.

Recommendation

Staff recommends approval, subject to the findings & conditions listed in the staff report.

Possible Motion

I move that after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Board of Adjustment approve with conditions Special Use Permit Case No. SB13-023 for Washoe County Parks and Open Space, having made all five findings in accordance with Washoe County Development Code Section 110.810.30, and allowing the grading of slopes greater than ten feet in height.