



WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

Board of Adjustment Members

Kim Toulouse, Chair
Clay Thomas, Vice Chair
Kristina Hill
Lee Lawrence
Brad Stanley
William Whitney, Secretary

Thursday, August 3, 2017

1:30 p.m.

Washoe County Administrative Complex
Commission Chambers
1001 East Ninth Street
Reno, NV

PUBLIC HEARING ITEMS

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

- **Appeal Case Number WBLD17-101171 (Richard Stone)**
- **Variance Case Number WPVAR17-0005 (McLendon)**
- **Special Use Permit Case Number WSUP17-0011 (Star Farms Stables)**
- **Special Use Permit Case Number WSUP17-0012 (Sun Valley Middle School Grading)**
- **Variance Case Number WPVAR17-0004 (Greenview HOA)**
- **Variance Case Number WPVAR17-0006 (The Chalets)**

Items for Possible Action. All numbered or lettered items on this agenda are hereby designated for possible action as if the words “for possible action” were written next to each item (NRS 241.020), except for items marked with an asterisk (*). Those items marked with an asterisk (*) may be discussed but action will not be taken on them.

Possible Changes to Agenda Order and Timing. Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting or moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

Public Comment. During the “General Public Comment” items listed below, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during public hearing and planning items that are *not* marked with an asterisk (*). Any public comment for hearing and planning items will be heard before action is taken on the item and must be about the specific item being considered by the Board. In order to speak during any public comment, each speaker must fill out a “Request to Speak” form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations, five minutes for a speaker representing a group, and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair. At the discretion of the Chair, additional time may be provided to any party if the request is made at least 24 hours in advance of the meeting start time. Comments are to be directed to the Board as a whole and not to one individual.

Public Participation. The Board of Adjustment adopted Rules, Policies and Procedures are available on the website provided on the next page or by contacting the Planning and Building Division.

At least one copy of items displayed and at least ten copies of any written or graphic material for the Board’s consideration should be provided to the Recording Secretary. Materials longer than one page in length submitted within six days of the Board of Adjustment meeting may not be considered by the Board in their deliberations. Subject to applicable law and the Board’s Rules, Policies and Procedures, public comment or

testimony may be submitted to the Board in written form for its consideration. However, the Board is not required to read written statements aloud during the meeting.

Posting of Agenda; Location of Website: Pursuant to NRS 241.020, the Agenda for the Board Meeting has been posted at the following locations: Washoe County Administration Building (1001 E. 9th Street, Bldg. A); Washoe County Courthouse – Second Judicial District Court (75 Court Street); Washoe County – Reno Downtown Library (301 South Center Street); Sparks Justice Court (1675 East Prater Way); https://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php; and <https://notice.nv.gov>.

How to Get Copies of Agenda and Support Material: Copies of this agenda and supporting materials may be obtained through the Planning and Building Division website (http://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php) or at the Planning and Building Division Office (contact Donna Fagan, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3616 or e-mail dfagan@washoecounty.us). 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. Support material is available to the public at the same time it is distributed to Board of Adjustment members. If material is distributed at a meeting, it is available within 24 hours after the meeting.

Special Accommodations: 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 Planning and Building Division, at 775.328.6100, two working days prior to the meeting.

Appeal Procedure: Most decisions rendered by the Board of Adjustment are appealable to the Board of County Commissioners. If you disagree with the decision of the Board of Adjustment and you want to appeal its action, call the Planning staff immediately at 775.328.3600. You will be informed of the appeal procedure, and application fee. Appeals must be in writing and must be delivered to the Planning and Building Division within 10 calendar days from the date that the decision being appealed is signed by the Secretary of the Board of Adjustment, and mailed to the original applicant in the proceeding being appealed.

AGENDA

1:30 p.m.

1. *Determination of Quorum
2. *Pledge of Allegiance
3. *Ethics Law Announcement
4. *Appeal Procedure
5. * General Public Comment

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

6. Possible action to approve Agenda
7. Possible action to approve June 1, 2017 Draft Minutes
8. Planning Items

*A. Presentation and possible discussion of the Nevada Chapter of the American Planning Association's (NVAPA) 2017 Nevada Planning Guide. Presentation will include an overview of the Nevada Leadership Program at the University Center for Economic Development at the University of Nevada, Reno. Julie Hunter, NVAPA Planning Official Development Officer and Frederick Steinman, NVAPA Chapter Secretary.

B. For possible action and discussion to change the public comment procedure during Board of Adjustment meetings by removing the five minute time limit for speakers representing a group, allowing 3 minutes for all speakers during public comment. If approved, direct staff to make changes to Board meeting agendas consistent with this change, in public comment procedures.

- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3627
- E-mail: jolander@washoecounty.us

*C. Announcement of the addition of three regular meetings to the 2018 Board of Adjustment (BOA) meeting calendar: March 1, 2018; May 3, 2018; and, July 5, 2018. These additional regular meetings are to accommodate the trend of increased applications during the winter/spring/early summer time frame and to allow applicants more flexibility in planning for scheduled BOA meeting dates. These three new regular meeting dates will continue into the foreseeable future, with the possible future inclusion of additional regular meeting dates, if warranted. Staff requests that BOA members notify the Chair and staff if these new additional regular meeting dates cause conflicts with BOA member's personal calendars.

9. Public Hearings

The Board of Adjustment may take action to approve (with or without conditions), modify and approve (with or without conditions), or deny a request. The Board of Adjustment may also take action to continue an item to a future agenda.

A. Appeal Case Number WBLD17-101171 (Richard Stone) – For possible action, hearing, and discussion on an appeal of the Planning and Building Division Director's decision to deny a building permit application for a retractable private communication antenna taller than 45-feet tall. The antenna was proposed to be retractable, and was less than 45 feet tall in its retracted mode, but the antenna could be raised up to 72-feet tall when fully extended.

- Owner/Appellant: Richard Stone
- Location: 4765 Giles Way
- Assessor's Parcel Number: 050-530-30
- Parcel Size: ±1.55 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 912, Establishment of Commissions, Boards and Hearing Examiners
- Commission District: 2 – Commissioner (Lucey)
- Section/Township/Range: Section 31, T17N, R20E, MDM,
Washoe County, NV
- Staff: Trevor Lloyd, Senior Planner
- Phone: 775.328.3620
- Email: tlloyd@washoecounty.us

B. Variance Case Number WPVAR17-0005 (McLendon) – For possible action, hearing and discussion to approve a variance to reduce the required front yard setback from 20-feet to 3-feet for the garage portion of a new residence.

- Applicant/Developer: Walton AE

- Property Owner: Bryon and Tania McLendon 2006 Trust
- Location: 487 Eagle Drive, approximately 600 feet south of its intersection with Cross Bow
- Assessor's Parcel Number: 131-224-07
- Parcel Size: ±0.64-acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 804, *Variances*
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Section 14, T16N, R18E, MDM, Washoe County, NV
- Staff: Kelly Mullin, Planner
- Phone: 775.328.3608
- Email: kmullin@washoecounty.us

C. **Special Use Permit Case Number WSUP17-0011 (Star Farms Stables)** – For possible action, hearing, and discussion to approve a special use permit to allow the continuing operation of an existing commercial stable that was previously approved by Administrative Permit case number AP12-8-99, but expired due to the failure to maintain a business license. The previously approved use permit allowed a maximum of 19 horses to be boarded and prohibited special events. As part of this special use permit application, the owner / operator is requesting authorization to board up to 34 horses and to host small, members only, training clinics.

- Applicant: Erin Spohr
Star Street Farms, Inc.
- Property Owner: Erin Spohr
- Location: 1115 N. Cantlon Lane
Reno, NV 89521
- Assessor's Parcel Number: 017-380-25
- Parcel Size: 9.58 acres
- Master Plan Category: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 4, T17N, R20E, MDM, Washoe County, NV
- Staff: Chad Giesinger, AICP, Senior Planner
- Phone: 775.328.3626
- Email: cgiesinger@washoecounty.us

D. **Special Use Permit Case Number WSUP17-0012 (Sun Valley Middle School Grading)** – For possible action, hearing, and discussion to approve major grading of an area of approximately 25.5 acres and excavation of approximately 175,000 cubic yards of earthen material to facilitate construction of a new Middle School. The grading requested and possible action to be taken also includes a request for a variance to allow the creation of slopes greater than ten feet in height.

- Applicant: Washoe County School District
Attn: Pete Etchart
14101 Old Virginia Road
Reno, NV 89521
- Property Owner: United States of America
Bureau of Land Management
Attn: Bryant Smith
5665 Morgan Mill Road
Carson City, NV 89701
- Location: On the north side of Donatello Drive, approximately
500 feet northeast of its intersection with Fantasia
Court
- Assessor's Parcel Number: 508-010-01
- Parcel Size: ±642 acres
- Master Plan Category: Rural (R) and Open Space (OS)
- Regulatory Zone: General Rural (GR) and Open Space (OS)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Sun Valley
- Development Code: Authorized in Article 438, Grading and Article 810,
Special Use Permits
- Commission District: 5 – Commissioner Herman
- Section/Township/Range: Section 5, T20N, R20E, MDM,
Washoe County, NV
- Staff: Roger Pelham, AICP, Senior Planner
- Phone: 775.328.3622
- Email: rpelham@washoecounty.us

E. Variance Case Number WPVAR17-0004 (Greenview HOA) – For possible action, hearing, and discussion to approve a variance to reduce the front yard setback from 15 feet to 1 foot and reduce both side yard setbacks from 5 feet to 1 foot to construct 2 double car garages in the common area.

- Applicant: Greenview HOA
- Property Owner: Jean Venneman, John & Doreen Maria Hash, Tao
Fung, and George & Nancy Learmonth
- Location: 692 Palmer Ct.
Incline Village, NV 89450
- Assessor's Parcel Number: 128-310-05
- Parcel Size: 4,356 sq. ft.
- Master Plan Category: Urban Residential (UR)
- Regulatory Zone: Low Density Urban (LDU)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 804 (Variances)
- Commission District: 1 - Commissioner Berkbigler
- Section/Township/Range: Section 10, T16N, R18E, MDM,
Washoe County, NV
- Staff: Eva Krause, Planner and Julee Olander, Planner
- Phone: 775.328.3628 (Eva), 775.328.3627 (Julee)
- Email: ekrause@washoecounty.us
jolander@washoecounty.us

F. **Variance Case Number WPVAR17-0006 (The Chalets)** – For possible action, hearing, and discussion to approve a variance to reduce the front yard setback from 15 feet to 3 feet, 8 inches to construct a 5 vehicle carport.

- Applicant/Property Owner: The Chalets HOA
- Location: 944 Northwood Blvd.
Incline Village, NV 89450
- Assessor's Parcel Number: 131-290-00
- Parcel Size: 31,755 sq. ft.
- Master Plan Category: UR
- Regulatory Zone: LDU
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 804 (Variances)
- Commission District: 1 - Commissioner Berkbigler
- Section/Township/Range: Section 15, T16N, R18E, MDM,
Washoe County, NV
- Staff: Eva Krause, Planner
- Phone: 775.328.3628
- Email: ekrause@washoecounty.us

10. Chair and Board Items

A. For possible action and discussion to elect officers; chair and vice chair

*B. Future Agenda Items

*C. Requests for Information from Staff

11. Director's and Legal Counsel's Items

*A. Report on Previous Board of Adjustment Items

*B. Legal Information and Updates

12. *General Public Comment

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

13. Adjournment