



Administrative Permit Staff Report

Meeting Date: October 5, 2017

Subject: Administrative Permit Case Number: WADMIN17-0008
Applicant: Gary and Pamela Butler
Agenda Item Number: 9E
Summary: Provisionally Approve Temporary Occupancy for the Care of Infirm
Recommendation: Approval with Conditions
Prepared by: Eva M. Krause - AICP, Planner
Washoe County Community Services Department
Planning and Building Division
Phone: 775.328.3628
E-Mail: ekrause@washoecounty.us

Description

Administrative Permit Case Number WADMIN17-0008 (Butler Residence) – For possible action, hearing, and discussion to provisionally approve the temporary use of a travel trailer as living quarters for the Care of the Infirm. Washoe County Code Chapter 110 (Development Code) permits caregivers, specifically, to live in a travel trailer or recreational vehicle while caring for an infirm resident of an existing residential dwelling unit on the parcel. This permit would allow the person needing care, rather than the person providing the care, to live in a travel trailer on the subject parcel with the dwelling unit occupied by the person providing the care. If approved, this permit would not become affective unless and until the Washoe County Board of County Commissioners adopts Development Code Amendment Case number WDCA17-0004, *Temporary Care of the Infirm*, allowing an infirm person to live in a travel trailer or recreational vehicle, while the care giver lives in the existing residential dwelling unit on the parcel.

- Applicant: Gary L. and Pamela S. Butler
- Property Owner: Gary L. and Pamela S. Butler
- Location: 17380 Cold Springs Drive
- Assessor's Parcel Number: 087-081-02
- Parcel Size: ±0.35 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Cold Springs
- Citizen Advisory Board: North Valleys
- Development Code: Authorized in Article 310, Temporary Uses and Structures

- Commission District: 5 – Commissioner Herman
- Section/Township/Range: Section 21, T21N, R18E, MDM, Washoe County, NV

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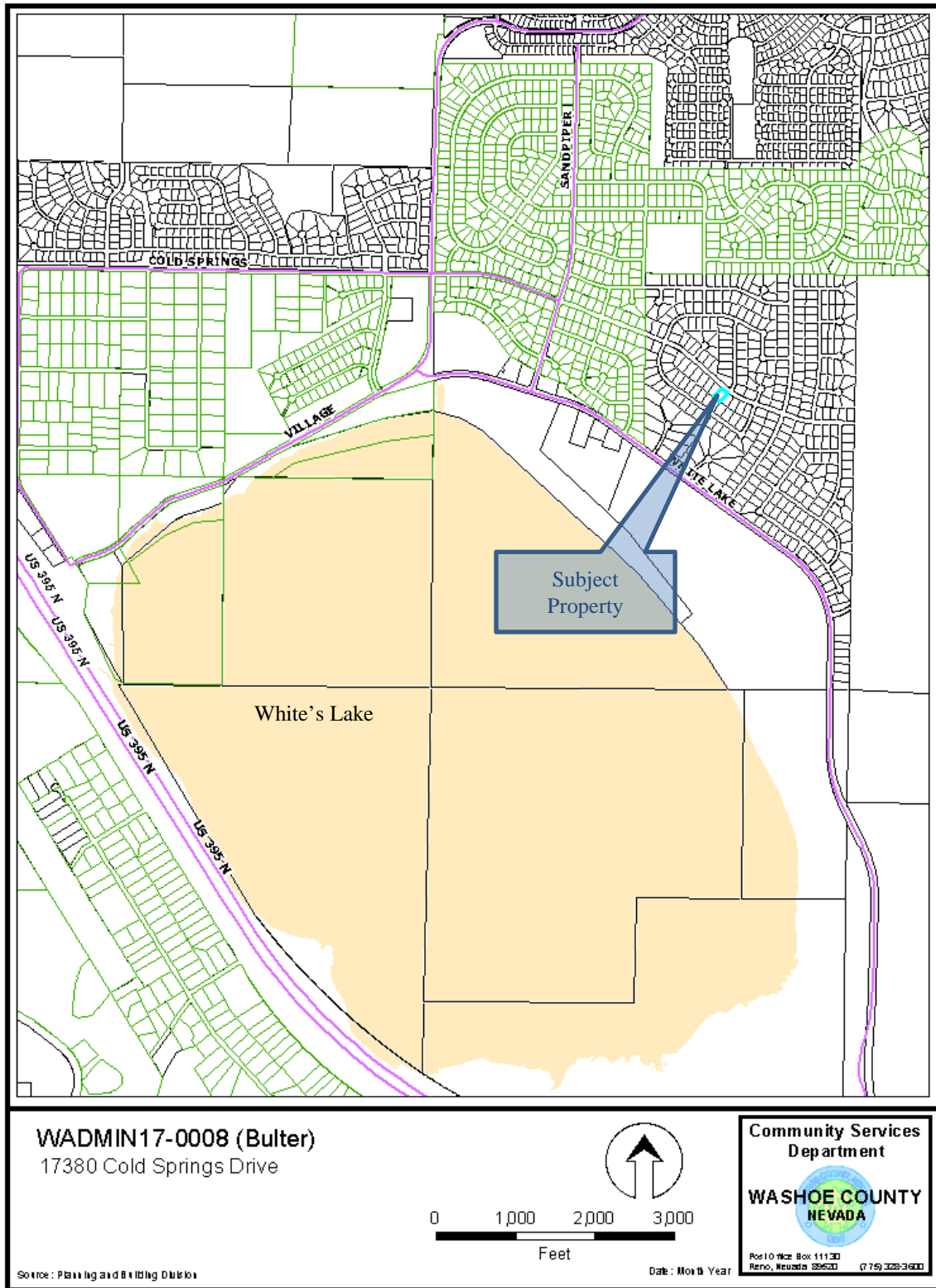
Project ApplicationExhibit E

Administrative Permit Definition

The purpose of an Administrative Permit is to provide a method of review for a proposed use which possess characteristics that requires a thorough appraisal in order to determine if the use has the potential to adversely affect other land uses, transportation or facilities in the vicinity. The Board of Adjustment or the Hearing Examiner may require conditions of approval necessary to eliminate, mitigate, or minimize to an acceptable level any potentially adverse effects of a use, or to specify the terms under which commencement and operation of the use must comply. Prior to approving an application for an administrative permit, the Hearing Examiner or the Board of Adjustment must find that all of the required findings, if applicable, are true.

The Conditions of Approval for Administrative Permit Case Number WADMIN17-0008 are attached to this staff report and will be included with the Action Order if the application is approved by the Board of Adjustment, and a Development Code Amendment is adopted by the Board of County Commissioners.

The subject property has a regulatory zone of Medium Density Suburban (MDS). The proposed use of a travel trailer for the Care of the Infirm is classified as a temporary use and is permitted in all regulatory zones with an administrative permit per Washoe County Code (WCC) Section 110.310.15, *Allowed Temporary Uses and Structures*. WCC Section 110.310.15 limits the use of a travel trailer to the care givers. The applicant is proposing to use the travel trailer for temporary housing of the infirmed person. A development code amendment was initiated by the Washoe County Planning Commission on October 5, 2017 to allow the infirmed person to live either in the existing residence or in the travel trailer/recreational vehicle. Staff is proposing to take the amendment to the Board of County Commissioners for first reading on October 24, 2017 and a second reading and adoption on November 14, 2017. Therefore, the applicant is seeking approval of this Administrative Permit from the Board of Adjustment contingent upon the adoption of the proposed code amendment by the Washoe County Board of County Commissioners.



Vicinity Map



The Butler's home as seen from Cold Springs Drive

Background

Mr. and Mrs. Butler are friends of Mr. Maitland. When Mr. Maitland was diagnosed as having a terminal illness, the Butler's began assisting Mr. Maitland with his medical care. In the spring of this year, the Butler's bought a home at 17380 Cold Springs Drive (project location) and moved to Cold Springs. The Butler's continued to assist Mr. Maitland, but the daily drive back to the mobile home park in Reno where Mr. Maitland lived was time consuming and a strain on the Butler's. In order to continue to help their friend, they allowed Mr. Maitland to move his travel trailer (trailer) which he has lived in for many years, into their rear yard. By doing, so Mr. Maitland would be close by and they could continue to render him assistance.

A complaint was made to Washoe County Code Enforcement regarding a person living in a trailer in a residential neighborhood. The Code Enforcement Officer contacted the Butler's and informed them that the occupancy of a travel trailer or recreational vehicle (RV) is not permitted for more than 14 days at a time, 4 times a year (i.e., temporary camping), but that there is an exception for the Care of the Infirm. The Butler's want to comply with County regulations, while still assisting their friend, so they applied for an Administrative Permit for the Care of the Infirm. While the administrative permit is in process and until a final determination has been made, Washoe County Code Enforcement has stayed compliance actions to require that Mr. Maitland not live in the trailer on the property.

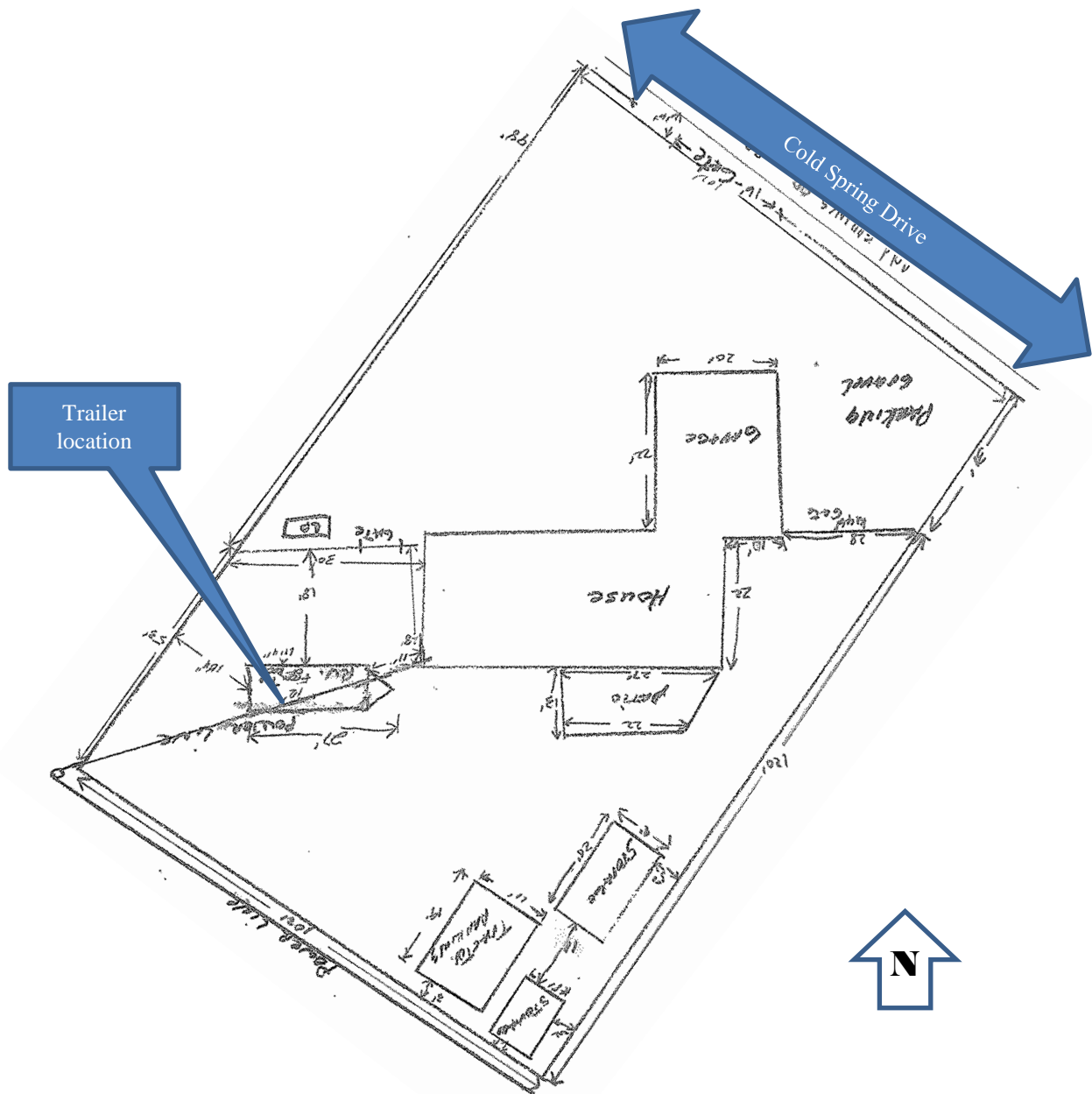


Surrounding Neighborhood

Project Evaluation

The subject property is located in the Cold Springs Valley Homes subdivision. The applicant's property and the surrounding properties are one-third acre lots, on average, and are zoned Medium Density Suburban (MDS). All the properties in the surrounding area are developed with single family residences.

A residential property zoned MDS, larger than 12,000 square feet, could be permitted to build a guest house by special use permit. The guest house could be 50% of the size of the main house; or up to 800 square feet. The Butler's property is 15,115 square feet in area and the home is 1,144 square feet, which would permit a 575 square foot guest house. Therefore, based on what would be permitted for a guest house, staff finds that the site is physically suitable to accommodate a 12 x 27 foot (324 square foot) travel trailer, without overcrowding or over covering the property.



Site Plan

The trailer is set-up in the rear yard. The trailer conforms to the required side and rear setbacks and is screened by a solid wood fence. A small wood landing and stairs have been built for safe access to the trailer and a wood screen wall was added to the southwest side of the landing to provide additional privacy for the adjacent neighbor (see picture on the next page). A small area in front of the trailer has been enclosed by a low fence, for Mr. Maitland’s dog, and a garden area separates the trailer from the rear fence. The Butler’s and Mr. Maitland have made the effort to provide a residential appearance around the trailer and maintaining their property to be compatible with the surrounding neighborhood.



Mr. Maitland's travel trailer set-up in the rear yard of the property

Planning staff's review of the use is based on the use being temporary and is limited to the infirm person. The conditions of approval are specific to the user; an annual review of the permit is required pursuant to WCC Section 110.310.35(g), and discontinuance of the use is required once there is no longer a need to care for the infirm. The full text of WCC Section 110.310.35(g) appears below.

- (g) Temporary Occupancy for the Care of the Infirm. One self-contained travel trailer or recreational vehicle may be occupied as a legal use for person(s) responsible for the care of an infirm resident of a permanent single-family dwelling. Prior to the establishment of this use, the requirements of Article 808, Administrative Permits, must be satisfied. The administrative permit application shall include a signed affidavit from a Nevada licensed physician identifying the need for such on premise care. The administrative permit must be renewed on an annual basis to ensure that the need for such on premise care still exists. The travel trailer or recreational vehicle shall be located on the parcel to provide as much screening as practical from being viewed from the street. No discharge of any litter, sewage, effluent or other matter shall occur except into sanitary facilities designed to dispose of the material. Any temporary utility connections shall be to the satisfaction of the Building and Safety Division.

As part of the application, a physician's letter was submitted from Tejvir Singh, M.D., Cancer Care Specialist, stating that Mr. Maitland does need assistance with daily living activities and

that Mr. and Mrs. Butler have been helping him in those activities. The letter contains personal information, so the letter has been redacted from the application packet.

Code Amendment Required

Washoe County Code (WCC) Section 110.310.35(g) currently allows for the temporary occupancy of a recreational vehicle (RV) or fully contained travel trailer by person(s) who provide care to an infirm resident of a single-family dwelling, subject to the issuance of an Administrative Permit. The Code is specific in that it is the caregiver, not the person with an infirmity, who may reside in the RV or travel trailer.

The Butler's application is seeking permission for Mr. Maitland (infirm person) to live in his trailer on their property so they can continue to be his caregivers. Staff believes that there would be a negligible difference in the impact of whether it is the caregiver or the infirmed person who resides in the RV or travel trailer. Any overall impacts of the use by either the caregiver or the infirmed person would be reviewed and addressed during the Administrative Permit review process. Staff recognizes that the Code should offer flexibility in this regard and has requested the Planning Commission initiate a Development Code amendment.

On September 5, 2017, the Planning Commission initiated and approved a resolution to amend Washoe County Code Section 110.310.35(g), *Temporary Occupancy for the Care of the Infirm*, to allow flexibility within the standards governing where the caregiver or infirm person may live. The Planning Commission did recommend approval of the resolution, so staff is currently preparing to take the amendment to the Board of County Commissioner's for a first reading on October 24, 2017 and a second reading and adoption on November 14, 2017.

Should the Board of Adjustment approve this administrative permit, the action would not become effective and final unless and until the Board of County Commissioners adopt the Development Code amendment. If the Development Code Amendment fails to be adopted, then this administrative permit approval will be null and void and Washoe County code compliance staff will proceed with actions to have the travel trailer vacated or moved to a location where such occupancy is permitted.

North Valleys Citizen Advisory Board (NVCAB)

Administrative permits are not required by Washoe County Code to be presented at a Citizen Advisory Board (CAB) meeting. The application was sent to the CAB members for review and comment. Two board member submitted comments. Comment sheets are attached as Exhibit B of this report.

- One member expressed concerns about preventing the use of the travel trailer once the infirm person is no longer in need of assistance or residing on the property.
- One member felt that it makes sense to allow such a use.

Reviewing Agencies

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

- Washoe County Community Services Department
 - Engineering and Capital Projects, Land Development Section
 - Planning and Building Division, Planning Program
 - Planning and Building Division, Building Program

- Washoe County Health District
 - Environmental Health Services Division
 - Air Quality Management Division
- Truckee Meadows Fire Protection District
- Washoe-Storey Conservation District
- Regional Transportation Commission
- Great Basin Water Company

Two of the nine 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 if the Board approves the application.

- Washoe County Planning and Building Division, Planning Program addressed terms and limits of use, annual renewal, and termination of use.
Contact: Eva Krause, 775.328.3628, ekrause@washoecounty.us
- District Health Department, Environmental Health Services provided a recommendation regarding the septic system.
Contact: Wes Rubio, 775.328.2635, wrubio@washoecounty.us

Staff Comment on Required Findings

WCC Section 110.808.25 requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the administrative permit request. Staff has completed an analysis of the 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 Cold Springs Area Plan.

Staff Comment: The subject property is located in an established suburban neighborhood within the Cold Springs Suburban Character Management Area. The property is consistent with the Master Plan and the Cold Springs 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.

Staff Comment: The trailer is set-up in an existing residential subdivision where adequate public facilities exist. The trailer has been connected to the water, septic and electric service on the property. With modifications to the septic system or by using the trailer's disposal system and then dump waste material in an appropriate facility adequate sanitation can be accommodated.
3. Site Suitability. That the site is physically suitable for temporary occupancy of a travel trailer for the care of the infirm and for the intensity of such a development.

Staff Comment: The trailer is located in the rear yard of the Butler's property and conforms to all the required setbacks. In addition, the trailer is much smaller than what could be permitted for the construction of a detached accessory dwelling.

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: The property's front yard is landscaped with trees, grass and ornamental fencing. The trailer is located in the rear yard, which is screened on the side and rear by a solid wood fence, typical in design and height to neighboring properties. It is common for residents to store their RV's and travel trailers on their property, therefore the fact that there is a travel trailer in the Butler's rear yard is not detrimental to the appearance of the neighborhood. The proposed use is temporary and shall be discontinued once Mr. Maitland is no longer deemed to be infirm.

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 are no military installations within the required noticing area, therefore this finding is not required.

Recommendation

Those agencies which reviewed the application recommended conditions in support of approval of the project or provided no comment. Therefore, after a thorough analysis and review, Administrative Permit Case Number WADMIN17-0008 is being recommended for provisional approval with conditions based on approval of a Development Code Amendment by the Board of County Commissioners to enable the infirmed person to live in the travel trailer. Staff offers the following motion for the Board'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 provisionally approve the temporary use of a travel trailer by the infirmed person as living quarters for the Care of the Infirm, with conditions contained in Exhibit A to the staff report, Administrative Permit Case Number WADMIN17-0008 for Butler's, having made all five findings in accordance with Washoe County Development Code Section 110.808.25; listed below. The provisional approval shall not become final and effective unless and until the Washoe County Board of County Commissioners adopts Development Code Amendment Case Number WDCA17-0004 *Temporary Care of the Infirm*, allowing the infirmed person to live in a travel trailer or recreational vehicle while the care giver lives in the existing residential dwelling unit. Should Development Code Amendment WDCA17-0004 not be adopted, the approval of WADMIN17-0008 shall be null and void.

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Cold Springs 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 temporary occupancy of a travel trailer for the care of the infirm, 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;
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.

Appeal Process

Board of Adjustment action will be effective 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Building Division within 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant.

Applicant/Property Owner: Gary L. and Pamela S. Butler
17380 Cold Springs Drive
Reno, NV 89508

Staff Report: Lora Barretta, CSD, Code Compliance



Conditions of Approval

Administrative Permit Case Number WADMIN17-0008

The project provisionally approved under Administrative Permit Case Number WADMIN17-0008 shall be carried out in accordance with the Conditions of Approval granted by the Board of Adjustment on October 5, 2017. 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, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

The provisional approval shall not become final unless and until the Washoe County Board of County Commissioners adopts Development Code Amendment Case Number WDCA17-0004 *Temporary Care of the Infirm*, allowing the infirmed person to live in a travel trailer or recreational vehicle, while the care giver lives in the existing residential dwelling unit. Should Development Code Amendment WDCA17-0004 not be adopted, the approval of WADMIN17-0008 shall be null and void.

Unless otherwise specified, all conditions related to the approval of this Administrative 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 Building Division.

Compliance with the conditions of approval related to this Administrative 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 Administrative Permit may result in the initiation of revocation procedures.

Operational Conditions are subject to review by the Planning and Building Division each year. Failure to adhere to the Operational Conditions may result in the Planning and Building Division recommending that the permit not be renewed until conditions are complied with to the satisfaction of Washoe County.

Washoe County reserves the right to review and revise the conditions of approval related to this Administrative 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.).

- 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 Health District must be appealed to the District Board of Health.**

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 Building Division

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

Contact – Eva Krause, AICP, Planner, 775.328.3628, ekrause@washoecounty.us

- a. The applicant shall demonstrate substantial conformance to the plans approved as part of this administrative permit.
- b. This permit is for a temporary use for care of the Infirm. No other use is approved as part of this permit.
- c. The following **Operational Conditions** shall be required for the extent of the Temporary use:
 - i. This permit shall become null and void once there is no longer a need to provide care for Robert B. Maitland, the infirmed person stated in the application,
 - ii. Use of the travel trailer shall be limited to Mr. Maitland. No other person shall be permitted to live in the travel trailer.
 - iii. This permit shall be renewed on an annual basis to ensure the need for on premise care is still needed. Failure to renew this permit by November 14, 2018, and each year following, shall render this permit null and void.
 - iv. A signed affidavit from a Nevada Licensed physician identifying the need for continued care shall be submitted with the annual review.
 - v. All discharge of litter, sewage, effluent or other matter shall be disposed of into sanitary facilities designed for such use.
 - vi. If the trailer is not connected to the septic system on site, the occupant shall use the trailer’s on-board sewage holding system and dump the waste at an appropriate waste facility, as needed.
 - vii. Any temporary utility connections shall be to the satisfaction of the Planning and Building Division, Building Program.
 - viii. Within 30 days of Robert B. Maitland recovering or vacating the property, the property owner shall disconnect the travel trailer from all utilities and sanitation systems and remove the deck and stairs to the trailer. No other person shall be

permitted to use, live-in or occupy the travel trailer, except as permitted by WCC Chapter 110, Article 310.

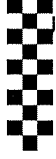
Washoe County Health District

2. The following conditions are requirements of the Health District, which shall be responsible for determining compliance with these conditions.

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

- a. The WCHD has reviewed the proposed administrative permit. The applicant is proposing to connect a 27-foot trailer to the existing on-site sewage disposal system. The septic system is designed for a maximum of a 3-bedroom SFD, current tax assessment records indicate the existing SFD is 3-bedrooms.
 - i. The septic system was repaired in 2013 under permit with WCHD.
 - ii. The WCHD would recommend that if trailer is connected to the septic system, the system be modified to accommodate the additional usage since this would be the same as a Second or Accessory Dwelling.

*** End of Conditions ***



Washoe County Citizen Advisory Boards CAB Member Worksheet

Citizen Advisory Board: North Valleys CAB
Meeting Date (if applicable): _____
Topic or Project Name (include Case No. if applicable): Butler Residence

Washoe County Planner Eva Krause

Please check the appropriate box:

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

Identified issues and concerns:

My concerns would be the length of the term for this RV and once this is no longer needed, how long does the owner have to remove it from the property in order to stay within the County Code and/or CC&R's. Will the neighbors be notified of these temporary conditions? I would not want to see others placing RV's on these small lots thinking that it was acceptable and then causing further disruption to the neighborhood or add more workload to Code enforcers.

Suggested alternatives and/or recommendations:

Notifying neighbors of the presents of this RV as temporary without disclosing the personal healthcare information. And that this RV will be removed when no longer needed and within a reasonable amount of time. I think in the terms it should state what a reasonable amount of time is for clarification.

Name Teresa M. Aquila Date: August 23, 2017
(Please Print)

Signature: Teresa M. Aquila

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. ****Due to Nevada Open Meeting Law considerations, please do not communicate with your fellow CAB members on items outside of the agendized discussions held at your regular CAB meetings.****

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

Commissioner's Name: Jeanie Herman _____

Use additional pages, if necessary.

Please mail, fax or email completed worksheets to: Washoe County Manager's Office
Attention: CAB Program Coordinator
Post Office Box 11130, Reno, NV 89520-0027
Fax: 775.328.2491
Email: cab@washoecounty.us

Citizen Advisory Board: North Valleys

Meeting Date (if applicable): N/A

Topic or Project Name (include Case No. if applicable): WADMIN17-0008
Butler Residence

Please check the appropriate box:

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

Identified issues and concerns:

I have no issue with a travel trailer being
set up to assist in a care giver providing
services to a resident.

It makes sense to allow this in all
cases.

Suggested alternatives and/or recommendations:

I recommend approval of the temporary
use permit for temporary housing.

Name Jean Harris Date: 8/30/17

(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: Jeanne Herman

Use additional pages, if necessary.

Please mail, fax or email completed worksheets to: Washoe County Manager's Office
Attention: CAB Program WADMIN17-0008
Post Office Box 4440 Reno NV EXHIBIT B'

**WASHOE COUNTY
HEALTH DISTRICT**
ENHANCING QUALITY OF LIFE

September 13, 2017

Eva Krause, AICP, Planner
Washoe County Community Services
Planning and Development Division
PO Box 11130
Reno, NV 89520-0027

RE: Butler; APN 087-081-02
Administrative Permit; WADMIN17-0008

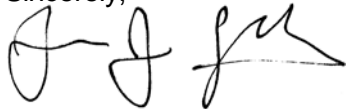
Dear Ms. Krause:

The Washoe County Health District, Environmental Health Services Division (WCHD) has reviewed the above referenced project. Approval by the WCHD is subject to the following conditions:

1. The WCHD has reviewed the proposed administrative permit. The applicant is proposing to connect a 27-foot trailer to the existing on-site sewage disposal system. The septic system is designed for a maximum of a 3-bed SFD, current tax assessment records indicate the existing SFD is 3-bedrooms.
 - a. The septic system was repaired in 2013 under permit with WCHD.
 - b. The WCHD would recommend that the septic system be modified to accommodate the additional usage since this would be the same as a Second or Accessory Dwelling.

If you have any questions or would like clarification regarding the foregoing, please contact Wes Rubio, Senior Environmental Health Specialist at wrubio@washoecounty.us regarding all Health District comments.

Sincerely,



James English, REHS, CP-FS
EHS Supervisor
Waste Management/Land Development Programs

JE:wr

Community Services Department
Planning and Building
ADMINISTRATIVE PERMIT APPLICATION
(Care for the Infirm see page 9)



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

Telephone: 775.328.6100

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:			
Project Description:			
Project Address:			
Project Area (acres or square feet):			
Project Location (with point of reference to major cross streets AND area locator):			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
08708102			
Section(s)/Township/Range:			
Indicate any previous Washoe County approvals associated with this application: Case No.(s).			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: Gary L. & Pamela S. Butler		Name:	
Address: 17380 Cold Springs Drive		Address:	
Reno, Nevada	Zip: 89508		Zip:
Phone: 775-771-1569	Fax:	Phone:	Fax:
Email: glb12345@outlook.com		Email:	
Cell: 775-544-3372	Other:	Cell:	Other:
Contact Person: Gary Butler		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name: n/a		Name:	
Address:		Address:	
	Zip:		Zip:
Phone:	Fax:	Phone:	Fax:
Email:		Email:	
Cell:	Other:	Cell:	Other:
Contact Person:		Contact Person:	
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: Gary Lee Butler

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)
COUNTY OF WASHOE)

I, GARY LEE BUTLER
(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): 08708102

Printed Name GARY LEE BUTLER

Signed Gary Lee Butler

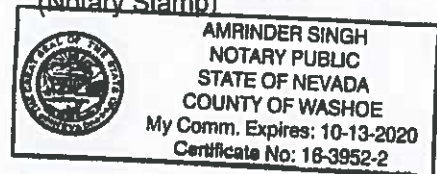
Address 17380 Cold Springs Dr Reno, N.V. 89508

Subscribed and sworn to before me this 14th day of August, 2017.

[Signature] Washoe, Nevada
Notary Public in and for said county and state

My commission expires: 10-13-2020

(Notary Stamp)



*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

Property Owner Affidavit

Applicant Name: Pamela Butler

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)
COUNTY OF WASHOE)

Pamela Butler
(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): 08708102

Printed Name Pamela Butler

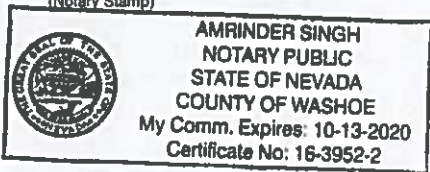
Signed Pamela Butler

Address 17380 Cold Springs Dr.
Reno, NV 89508

Subscribed and sworn to before me this
14th day of August, 2013

[Signature]
Notary Public in and for said county and state

My commission expires: 10-13-2020



*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

Administrative Permit Application 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 administrative permits may be found in Article 808, Administrative Permits.

1. What is the type of project or use being requested?

N/A	Care of Infirm
-----	----------------

2. What currently developed portions of the property or existing structures are going to be used with this permit?

N/A	Parking RV on Property
-----	------------------------

3. What improvements (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.) will have to be constructed or installed and what is the projected time frame for the completion of each?

N/A

4. What is the intended phasing schedule for the construction and completion of the project?

N/A

5. What physical characteristics of your location and/or premises are especially suited to deal with the impacts and the intensity of your proposed use?

N/A

6. What are the anticipated beneficial aspects or effect your project will have on adjacent properties and the community?

N/A

7. What will you do to minimize the anticipated negative impacts or effect your project will have on adjacent properties?

N/A

8. Please describe operational parameters and/or voluntary conditions of approval to be imposed on the administrative permit to address community impacts.

N/A

9. How many improved parking spaces, both on-site and off-site, are available or will be provided? (Please indicate on site plan.)

N/A

10. What types of landscaping (e.g. shrubs, trees, fencing, painting scheme, etc.) are proposed? (Please indicate location on site plan.)

N/A

11. What type of signs and lighting will be provided? On a separate sheet, show a depiction (height, width, construction materials, colors, illumination methods, lighting intensity, base landscaping, etc.) of each sign and the typical lighting standards. (Please indicate location of signs and lights on site plan.)

N/A

12. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that apply to the area subject to the administrative permit request? (If so, please attach a copy.)

<input type="checkbox"/> Yes	<input type="checkbox"/> No
------------------------------	-----------------------------

13. Utilities:

a. Sewer Service	SEPTIC
b. Water Service	GREAT BASIN WATER

For most uses, the Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County. Please indicate the type and quantity of water rights you have available should dedication be required:

c. Permit #		acre-feet per year	
d. Certificate #		acre-feet per year	
e. Surface Claim #		acre-feet per year	
f. Other, #		acre-feet per year	

i. Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):

**Administrative Permit Application
Supplemental Information
for Care of the Infirm**

(All required information may be separately attached)

Chapter 110 of the Washoe County Code is commonly known as the Development Code. Specific references to administrative permits may be found in Article 808, Administrative Permits.

1. Name of the Infirm:

ROBERT B. MAITLAND

2. Medical Condition:

[Redacted]

3. Name of Nevada licensed physician identifying the need for on-premise care and the physician's estimate as to the length of on-premise care required (attach physician's signed affidavit):

[Redacted]

4. Name(s) of the Caregiver(s):

GARY & PAM BUTLER

5. Describe the type and size of recreational vehicle or self-contained travel trailer that is proposed for use as a temporary residence of the caregiver. (Attach a site map showing the proposed location.)

27FT. ARTIC FOX

6. Describe the arrangements/methods proposed for the temporary provision of:

a. Water Service:

GREAT BASIN WATER

b. Sewage (Sanitary Sewer) Service:

SEPTIC

c. Garbage (Solid Waste) Service:

WASTE MANAGEMENT

d. Electricity:

NEVADA ENERGY

e. Natural Gas:

7. What will you do to minimize the anticipated negative impacts or effect your waiver will have on adjacent properties?

N/A

8. What types of landscaping (e.g. shrubs, trees, fencing, painting scheme, etc.) are proposed? (Please indicate location on site plan.)

N/A

9. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that apply to the area subject to the administrative permit request? (If so, please attach a copy.)

Yes No

10. Community Services (provided and nearest facility):

a. Fire Station	TRUCKEE MEADOWS FIRE 1 MILE
b. Health Care Facility	URGENT CARE 10 MILES
c. Elementary School	N/A
d. Middle School	N/A
e. High School	N/A
f. Parks	N/A
g. Library	N/A
h. Citifare Bus Stop	N/A

Washoe County Treasurer
Tammi Davis

Washoe County Treasurer
P O Box 30039 Reno NV 89520-3039
ph (775) 328-2510 fax (775) 328-2500
Email tax@washoecounty.us

Bill Detail

[Back to Account Detail](#)

[Change of Address](#)

[Print this Page](#)

Washoe County Parcel Information

Parcel ID 08708102	Status Active	Last Update 8/14/2017 2:10:12 AM
Current Owner: BUTLER, GARY L & PAMELA S 17380 COLD SPRINGS DR RENO, NV 89508	SITUS: 17380 COLD SPRINGS DR	
Taxing District	Geo CD:	
Legal Description Township 21 Section Lot 20 Block L Range 18 SubdivisionName COLD SPRINGS VALLEY HOMES 1		

Installments

Period	Due Date	Tax Year	Tax	Penalty/Fee	Interest	Total Due
INST 1	8/21/2017	2017	\$167.10	\$0.00	\$0.00	\$167.10
INST 2	10/2/2017	2017	\$167.10	\$0.00	\$0.00	\$167.10
INST 3	1/1/2018	2017	\$167.09	\$0.00	\$0.00	\$167.09
INST 4	3/5/2018	2017	\$167.09	\$0.00	\$0.00	\$167.09
Total Due:			\$668.38	\$0.00	\$0.00	\$668.38

Tax Detail

	Gross Tax	Credit	Net Tax
State of Nevada	\$48.49	(\$13.42)	\$35.07
Truckee Meadows Fire Dist	\$154.02	(\$42.63)	\$111.39
Washoe County	\$396.95	(\$109.88)	\$287.07
Washoe County Sc	\$324.73	(\$89.88)	\$234.85
Total Tax	\$924.19	(\$255.81)	\$668.38

Payment History

No Payment Records Found

Pay By Check

Please make checks payable to:
WASHOE COUNTY TREASURER

Mailing Address:
P.O. Box 30039
Reno, NV 89520-3039

Overnight Address:
1001 E. Ninth St., Ste D140
Reno, NV 89512-2845

Change of Address

All requests for a mailing address change must be submitted in writing, including a signature (unless using the online form).

To submit your address change online [click here](#)

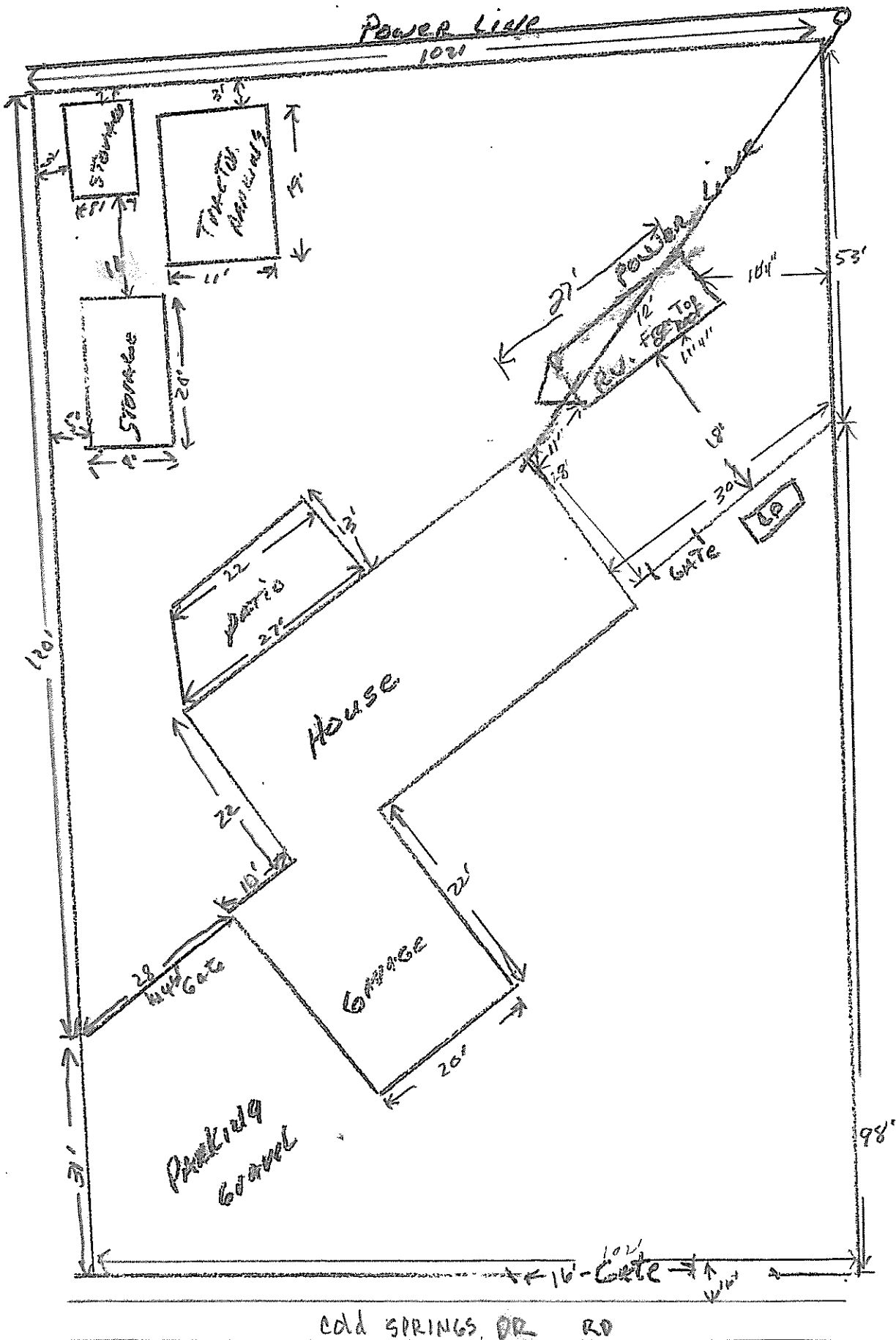
Address change requests may also be faxed to: (775) 328-2500

Address change requests may also be mailed to:
Washoe County Treasurer
P O Box 30039
Reno, NV 89520-3039

The Washoe County Treasurer's Office makes every effort to produce and publish the most current and accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use, or its interpretation. If you have any questions, please contact us at (775) 328-2510 or tax@washoecounty.us

This site is best viewed using Google Chrome, Internet Explorer 11, Mozilla Firefox or Safari.

PLOT PLAN



Cold SPRINGS DR RD

512938

FEB 7 1978

6823-SC

512938

DECLARATION OF RESTRICTIONS

COLD SPRINGS VALLEY HOMES
SUBDIVISION UNIT NO. 1

THIS DECLARATION OF RESTRICTIONS, made this 6th day
of February, 1978, by COLD SPRINGS DEVELOPMENT CO., a Nevada
Corporation, hereinafter referred to as "Declarant",

W I T N E S S E T H :

WHEREAS, the said Declarant is the owner of all of the
lots and parcels of real property situated in the County of Washoe,
State of Nevada, that are delineated on that certain map entitled
COLD SPRINGS VALLEY HOMES SUBDIVISION UNIT NO. 1, recorded in the
office of the County Recorder, Washoe County, State of Nevada, on
February 2, 1978, as Document No. 512218, Official Records, which
lots shown on said maps are hereinafter referred to as "said lots";
and

WHEREAS, Declarant is about to sell all or a portion of
said lots and parcels and desires to subject all of said lots to
respective conditions, restrictions, and covenants hereinafter
set forth for the benefit of each and every lot and parcel herein-
above described, and for the benefit of the present and subsequent
owners of each of said lots and parcels;

NOW, THEREFORE, said Declarant hereby declares that each
and every lot and parcel hereinabove described shall be conveyed
subject to the conditions, restrictions and covenants hereinafter
set forth:

1. Land Use and Building Type. No lot shall be used
except for residential purposes. No building shall be erected,
altered, placed or permitted to remain on any of said lots other
than one detached single family dwelling not to exceed two stories
in height and a private garage for not more than three cars.
2. Architectural Control. No building shall be erected,
placed or altered on any of said lots until the construction plans
and specifications and a plan showing location of the structure
have been approved by NEUFFER CONSTRUCTION CO.
3. Protection of Solar Radiation Rights. After original
construction, no land owner shall, upon his property, construct
or maintain or permit any object, plant, building, or fence that
shall cast a shadow upon the south facing front and roof on any
adjacent house between 7:30am and 4:30pm. Such shading shall
not in any event exceed 30% of available sunlight hours. The
only exception shall be at the time of original construction and
only then if required by architectural design.

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4. Dwelling Size. No residential structure shall be erected or placed on any of said lots, or portions thereof, which has a building site area of less than 15,00 square feet. The ground floor area of the main structure, exclusive of open porches and garages, shall be not less than 850 square feet.

5. No obnoxious or offensive activity shall be carried on upon any lot, nor shall anything be done thereon which may be, or may become an annoyance or nuisance to the neighborhood. Nor shall any noise or offensive activity be carried on, on said property, or any portion thereof, nor shall anything be done which shall be or become a nuisance to the neighborhood. All motor driven cycles shall be used solely for the purpose of transportation. No racing or pleasure riding shall be carried on upon any lots or any adjoining private property owned by COLD SPRINGS DEVELOPMENT CO. so as to create any nuisance.

6. Trash, garbage, or other waste shall not be kept except in sanitary containers. No lot shall be used as a dumping ground for rubbish. All incinerators and garbage cans shall be kept in a clean and sanitary condition. All residence owners must subscribe to a regularly scheduled established garbage pickup service. Gas tanks, garbage cans and incinerators must be fenced from view. No automobiles or parts of automobiles may be stored or parked on any lot for more than 30 days unless fenced from view.

7. Easements. Easements for the installation and maintenance of utilities and drainage facilities are reserved as shown on the filed maps of such subdivisions and over the rear and side lines five (5) feet of each of said lots.

8. Temporary Structures. No structure of a temporary nature, trailer, basement, tent, shack, garage, barn, or other out-building shall be used on any of said lots at any time as a residence, permanently, nor shall any structure of a temporary character be used as a residence.

9. Fences. No wall, fence or hedge over four (4) feet in height shall be erected or maintained on any of said lots within thirty (30) feet of the front lot line. No fence, wall, hedge or shrub planting which obstructs site lines at elevations between two (2) and six (6) feet above the roadway shall be placed or permitted to remain on any corner lot within the triangular area formed by the street property line and a line connecting them at points 25 feet from the intersection of the street lines, or in the case of a rounded property corner from the intersection of the street property lines extended. No trees shall be permitted to remain within such distance of such intersection unless the foliage line is maintained at sufficient height to prevent obstruction of such site lines.

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10. Livestock and Poultry. No animals, livestock or poultry of any kind shall be raised, bred or kept on any of said lots, except that three (3) dogs, three (3) cats and other household pets may be kept, provided that they are not kept, bred or maintained for any commercial purpose.

11. Signs. No sign of any kind shall be displayed to public view on any of said lots, except a sign not more than five (5) feet square advertising the property for sale or rent; provided, however, that nothing contained in these restrictions shall be construed to in any way restrict the erection of signs used by a builder to advertise the property during the construction and sales period; and provided further that nothing contained herein shall be construed as preventing Declarant or a builder from erecting on said property construction and sales offices that may be moved from time to time to other locations within said subdivisions.

12. Soil Removal. Except for the purpose of actual construction upon any of said lots within said subdivision, no sand, gravel or soil shall be removed from any of said lots in said subdivision; provided, however that Declarant, its agent, successors or assigns, in carrying out the improvement and development of said property shall have the right of ingress and egress upon all of said lots within said subdivisions for the purpose of grading and excavating thereon, of constructing and completing the street improvements, installation of public utilities and drainage facilities and for the purpose of doing any and all other things necessary to complete the general plan of improvement.

13. Slope Control Area. Suitable legal instruments shall be executed, delivered and recorded for the purpose of establishing the slope control areas and any slope control easements or drainage easements and providing continuous land use regulations and maintenance provisions which are designed to preserve and maintain the established slope rations, erosion control planting, drainageways, and other slope control measures taken for the benefit of the properties.

14. Term. These covenants are to run with the land and shall be binding on all parties and all persons claiming under them for a period of twenty-five (25) years from the date these covenants are recorded, after which time said covenants shall be automatically extended for successive periods of ten (10) years; provided, however, that these covenants may be amended, modified, abrogated or rescinded by recordation in the office of the County Recorded of Washoe County, Nevada, of a Supplemental Declaration of Restrictions duly executed and acknowledged by the owners of not less than seventy-five percent (75%) of the said lots.

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15. Severability. Invalidation of any one of these covenants by judgment or court order shall in nowise affect any of the other provisions which shall remain in full force and effect.

16. Maintenance of Improvements. All dwelling houses and any other improvements constructed upon any of said lots of any nature whatsoever shall be maintained in a clean and neat manner at all times and shall not be allowed to fall into a state of disrepair and all exterior surfaces of all improvements situated upon said real property shall be painted as often as shall be necessary to maintain said neat and clean appearance and condition. Said dwelling house and all improvements shall be so maintained in accordance with a general standard of the area to determined by considering all of the improvements upon all of the said lots. In the event said dwelling house or improvements situated upon any of said lots shall not be maintained to the standard hereinabove set forth, or in the event the grantee or his or her assignees, grantees and/or successors in interest shall violate any of the other restrictions and covenants and conditions herein, Declarant shall be the right to repurchase the said lot and dwelling house and improvements situated thereon, or lots and dwelling houses and improvements situated thereon, from the then owner at a current appraised value. The standard to which the said dwelling house and improvements appurtenant thereto shall be maintained shall be determined by arbitration, the then owner to choose one arbitrator and the Declarant to choose one arbitrator and the two arbitrator so chosen to choose a third arbitrator and the three said arbitrators so chosen shall render a decision within 60 days after demand is made by Declarant to arbitrate. The decision of said arbitrators shall be binding upon the Declarant and the then owner of the said real property and dwelling house and improvements situated thereon, and shall determine the Declarant's right to repurchase the said property, and the said arbitration shall be a condition precedent to commencement of any litigation by either party with respect to the maintenance of the said dwelling house and improvements appurtenant thereto in accordance with the general standard of the area as aforesaid.

17. Enforcement. The conditions, restrictions or covenants herein contained shall bind and inure to the benefit of and be enforceable by Declarant, its successors or assigns, or by the owner or owners of any of the said lots or parcels, and it shall be lawful, not only for Declarant or its successors or assigns, but also for the owner or owners of any of said lots or parcels, to institute and prosecute any proceeding at law or in equity against Declarant or any person, firm or corporation violating or threatening to violate any of the conditions, restrictions or covenants herein contained, and such action may be maintained for the purpose of preventing the violation or to recover damages for a violation, or for both of such purposes.

The failure of Declarant or its successors or assigns, or any owner, of any of said lots or parcels to enforce any of the conditions, restrictions, covenants herein contained shall in no way or event be deemed a waiver of the right to enforce such conditions, restrictions or covenants hereafter. Nothing herein contained shall be construed as preventing the application of any remedies given by law against a nuisance, public or private, or otherwise, but the remedies herein contained shall be in addition to any other remedies given by law.

512938

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FEB 7 1978

IN WITNESS WHEREOF, Declarant has caused its corporate name to be hereunto subscribed and notarized the day and year first above written.

COLD SPRINGS DEVELOPMENT CO.

By John Arden
JOHN ARDEN, President

STATE OF NEVADA)
) ss.
COUNTY OF WASHOE)

On February 6, 1978 personally appeared before me,
a Notary Public, John Arden
who acknowledged that he executed the above instrument.

Signature: Sharon J. Choquette
Notary Public

SHARON J. CHOQUETTE
Notary Public - State of Nevada
Washoe County
My Commission Expires Mar. 16, 1979

OFFICIAL RECORDS, WASHOE COUNTY, NEVADA
Record Requested by
VALLEY TITLE & ESCROW COMPANY
JAMES K. JONES, COUNTY RECORDER
FEE 7.00 DEPUTY JS
FEB 7 1978 JS

512938

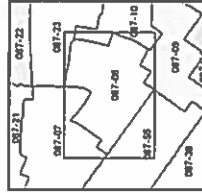
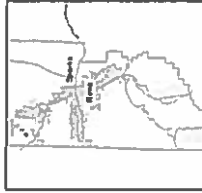
BOOK 1193 PAGE 297

Assessor's Map Number
087-08

STATE OF NEVADA
WASHOE COUNTY
ASSESSOR'S OFFICE
Michael E. Clark, Assessor
1001 East Wells Street
Reno, Nevada 89517
(775) 328-7271



0 25 50 75 100
Feet
1 inch = 100 feet



created by **EMG 9/6/2015**
last updated

as is previously shown on maps
087-02

NOTE: This map was prepared for the use of the Assessor's Office and is not intended for any other purpose. It is not a warranty of the accuracy of the information shown. The Assessor is not responsible for any errors or omissions. The Assessor is not a surveyor or attorney. The Assessor is not a public official.





