



Board of Adjustment Staff Report

Meeting Date: October 6, 2022

Agenda Item: 8A

AMENDMENT OF CONDITIONS CASE NUMBER: WAC22-0007 (Connect Neighborhood Center - Extension of Time) for WSUP20-0009

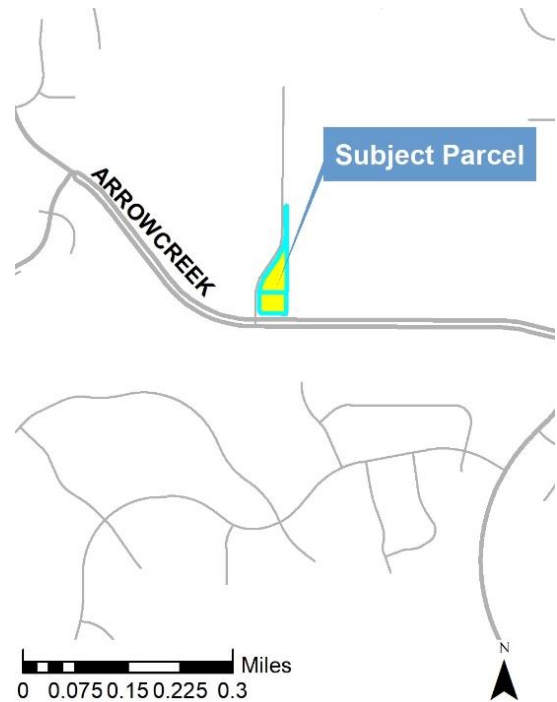
BRIEF SUMMARY OF REQUEST: Amend WSUP20-0009 to allow for a 2-year extension of time.

STAFF PLANNER: Chris Bronczyk, Senior Planner
Phone Number: 775.328.3612
E-mail: cbronczyk@washoecounty.gov

CASE DESCRIPTION

For hearing, discussion, and possible action to approve an amendment of conditions authorizing a two-year extension of time for Special Use Permit Case Number WSUP20-0009(Connect Neighborhood Center), WSUP20-0009 was approved by the Board of Adjustment on July 24, 2020 and included a 16,015 sq. ft. neighborhood commercial center.

Applicant / Property Owner: Sage Property Ventures LLC
Location: 2500, 2540 Crossbow Court, located immediately northeast of the junction of Crossbow Court and Arrowcreek Parkway
APN: 152-921-01; 152-921-02
Parcel Size: 0.774 Acres; 1.073 Acres
Master Plan: Suburban Residential (SR)
Regulatory Zone: Low Density Suburban (LDS)
Area Plan: Southwest Truckee Meadows
Development Code: Authorized in Article 810, Special Use Permits
Commission District: 2 – Commissioner Lucey



Vicinity Map

STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

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 Amendment of Conditions Case Number WAC22-0007 for Sage Property Ventures, LLC, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Code Section 110.810.30:

(Motion with Findings on Page 5)

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Amended Conditions of Approval Exhibit A

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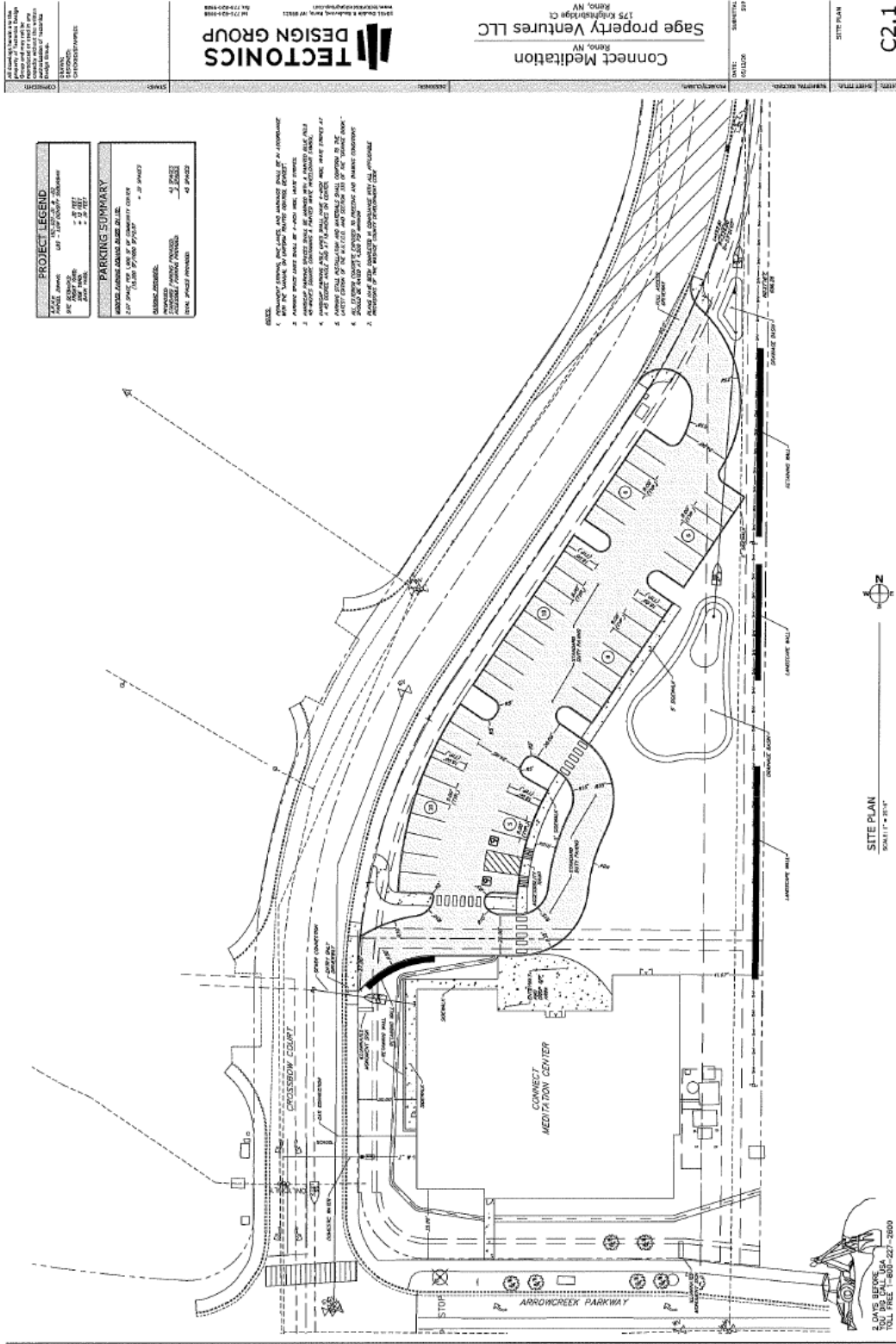
Amendment of Conditions

An amendment of conditions application is necessary in order to change a condition(s) of an approved discretionary permit, such as a special use permit, an administrative permit, a variance, an abandonment of an easement or a tentative subdivision map. Some examples of why an amendment of conditions application is submitted are listed below:

- Change in operating hours
- Physical expansion
- Extend the expiration date of the discretionary permit
- Extend the time to complete phases of the approved project

The amendment of conditions request is required to be heard by the same board that approved the original application and only the specific amendment may be discussed and considered for approval. The amendment of conditions application is processed in the same manner as the original discretionary permit application, including a public hearing, noticing, possible involvement of a citizen advisory board, agency review and analysis, and satisfying the required findings. If the Board of Adjustment grants an approval of the amendment of conditions request, an amended Action Order is created along with amended conditions of approval.

The conditions of approval for Amendment of Conditions Case Number WAC22-0007 is attached to this staff report and will be included with the amended action order.



Site Plan

Background and Evaluation of Amendment Request

The applicant is requesting to amend WSUP20-0009 (Connect Neighborhood Center), a special use permit for a neighborhood center use type. The special use permit was approved by the Washoe County Board of Adjustment on July 24, 2020.

The project as submitted originally was proposed as a neighborhood commercial center, consisting of a 16,015 square foot neighborhood center (including personal services) within the Low Density Suburban regulatory zone.

The proposed neighborhood center is intended to have community gardens and personal services such as a fitness studio, indoor and outdoor meditation spaces for both adults and children, as well as coffee/tea areas, and retail areas. Convenience retail is permissible with an approved special use permit. A demonstration kitchen, co-working pods, and training/meeting spaces will be utilized within the proposed neighborhood center. Food takeaway options will be present at this location but indicates no food preparation will take place on site.

The applicant is not requesting any changes to their approved administrative permit other than an amendment to condition number 1(c) to allow for a 2-year extension of time. The applicant states that the Center Foundation was founded in January 2021, and as an emerging non-profit they are growing at a pace that is manageable. The applicant states they have submitted their application for 501c3 status, but it is still waiting to be formalized which could take 12 months or longer. The applicant needs to receive their 501c3 status as a nonprofit before they can begin fundraising for the proposed project.

Staff is supportive of the 2-year extension request, the updated expiration date would be July 24, 2024. The applicant submitted for an Amendment of Conditions specific to the extension of time on July 19, 2022 and the Amendment of Conditions application was processed on the August 8, 2022 intake cycle.

Recommendation

Those agencies which reviewed the application recommended conditions in support of approval of the Amendment of Conditions request. Therefore, after a thorough review and analysis, Amendment of Conditions Case Number WAC22-0007 is being recommended for approval with conditions. 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 approve Amendment of Conditions Case Number WAC22-0007 for Sage Property Ventures, LLC, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Code Section 110.810.30:

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Southwest Truckee Meadows 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 neighborhood center use type, 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 Planning Commission and mailed to the applicant(s), 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 from the date the written decision is filed with the Secretary to the Planning Commission and mailed to the applicant(s).

Applicant / Owner: Sage Property Ventures, LLC Attn: Jennifer Aleman Hutter
Jenhutter@icloud.com



Amended Conditions of Approval

Amendment of Conditions Case Number WAC22-0007

For Special Use Permit Case Number WSUP20-0000

The project approved under Amendment of Conditions Case Number WAC22-0007 for Special Use Permit Case Number WSUP20-0009 shall be carried out in accordance with the Amended Conditions of Approval granted by the Board of Adjustment on October 6, 2022. 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.

Unless otherwise specified, all conditions related to the amendment of conditions approval regarding WSUP20-0009 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 amended conditions of approval related to the Connect Neighborhood Center Special Use Permit WSUP20-0009 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 amended conditions imposed regarding the approved Special Use Permit case number WSUP20-0009 may result in the initiation of revocation procedures.

Washoe County reserves the right to review and revise the amended conditions of approval related to this application 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 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 Planning and Building, which shall be responsible for determining compliance with these conditions.

Contact Name – Chris Bronczyk, Senior Planner; cbronczyk@washoecounty.gov; 775.328.3612

- a. The applicant shall attach a copy of the action order approving this project for WAC22-0007 and WSUP20-0009 to all permits and applications (including building permits) applied for as part of this approval.
- b. The applicant shall submit construction plans, with all information necessary for comprehensive review by Washoe County, and initial building permits shall be issued within two years from the date of approval by Washoe County (July 24, 2024) The applicant shall complete grading within the time specified by the building permits. Compliance with this condition shall be determined by the Planning and Building Division.

*** End of Amended Conditions ***

From: [Program, EMS](#)
To: [Bronczyk, Christopher](#)
Cc: [Program, EMS](#)
Subject: FW: August Agency Review Memo II
Date: Friday, August 19, 2022 2:37:07 PM
Attachments: [Outlook-diqsfv5w.png](#)

Good afternoon,

The EMS Program has reviewed the August Agency Review Memo I – Amendment of Conditions Case Number WAC22-0007 (Connect Neighborhood Center - Extension of Time) - and has no concerns or questions at this time based on the information provided.

Thank you,

Sabrina.

From: [Lemon, Brittany](#)
To: [Bronczyk, Christopher](#)
Cc: [Way, Dale](#)
Subject: WAC22-0007 (Connect Neighborhood Center- Extension of Time)
Date: Tuesday, August 23, 2022 9:12:43 AM
Attachments: [image001.png](#)

Good Morning Chris,

Our comments essentially remain the same from the previous review.

“This project shall meet and comply with all requirements of currently adopted TMFPD fire codes, ordinances, and standards at the time of construction to include infrastructure for fire apparatus access roads and water supply.”

<https://tmfpd.us/fire-code/>.

Thank you,

Brittany Lemon

Fire Captain - Fire Prevention | Truckee Meadows Fire & Rescue

blemon@tmfpd.us | Office: 775.326.6079 | Cell: 775.379.0584

3663 Barron Way, Reno, NV 89511



"Committed to excellence, service, and the protection of life and property in our community"

From: [Lowden, Joanne](#)
To: [Bronczyk, Christopher](#)
Subject: WAC22-0007 (Connect Neighborhood Center - Extension of Time)
Date: Wednesday, August 24, 2022 9:57:54 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Hi Chris,

I reviewed #1 WAC22-0007 (Connect Neighborhood Center – Extension of Time) on behalf of the Regional Parks and Open Space Program and have no comments/conditions for this case.

Thanks,



Joanne Lowden
Natural Resource Planner
Community Services Department | Regional Parks and Open Space
jlowden@washoecounty.us | Office: [775-328-2039](tel:775-328-2039)
1001 E. Ninth St., Reno, NV 89512



From: [Chisholm, Kyle W](#)
To: [Bronczyk, Christopher](#)
Cc: [Golden, Teresa](#); [Rodela, Brett A](#)
Subject: RE: [EXTERNAL] August Agency Review Memo II
Date: Monday, August 15, 2022 10:14:41 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

[NOTICE: This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Hello Mr. Bronczyk,

The proposed application requests a 2-year extension of time for the original entitlement (Case No. WSUP20-0009) in order to construct a +/- 16,015 square foot neighborhood center with related improvements. WSUP20-0009 was originally approved by the Board of Adjustment in July of 2020. Since this time, WCSD has constructed a new middle school (Marcie Herz) adjacent to the subject site at 13455 Thomas Creek Rd, which is now operational.

The WCSD will defer to Washoe County Engineering for best practices but also wants to ensure all traffic-related impacts to the school are properly mitigated. Since the school was built during or shortly after the original approval, it is likely that school traffic may have not been analyzed as part of the original application. WCSD recommends that a new traffic impact study (or similar report) be provided and all recommended mitigation measures be implemented prior to construction of the neighborhood center. Said traffic study shall include traffic generated by the school and all existing, new, or known development in the area. Further, the study shall analyze existing AM and PM peak school drop-off and pick-up times as well as pedestrian safety to and from the school property.

Please forward the final staff report to me when available and please let me know if you have any questions.

Regards,

Kyle Chisholm

School Property Planning Manager
Washoe County School District, Capital Projects
Office: (775) 789-3810
Email: Kyle.Chisholm@WashoeSchools.Net



From: [Steve Shell](#)
To: [Bronczyk, Christopher](#)
Subject: WAC22-0007
Date: Monday, August 15, 2022 9:28:22 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image006.png](#)
[image008.png](#)

[**NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

The subject property lies within the Truckee Meadows Water Authority service area. Municipal water service is subject to Truckee Meadows Water Authority rules and regulations and approval by the Office of the State Engineer regarding water quantity and availability. A Will Serve from Truckee Meadows Water Authority and mylar map of the proposed project must be presented to the State Engineer for approval and signed through his office prior to development.

As of June 1, 2021, the Office of the State Engineer is open to the public. Please call 684-2800 upon arrival and a representative will come down to escort you to our office.

Steve Shell
Water Rights Specialist II
Department of Conservation and Natural Resources
Nevada Division of Water Resources
901 S. Stewart St., Suite 2002
Carson City, NV 89701
sshell@water.nv.gov
(O) 775-684-2836 | (F) 775-684-2811

From: [Weiss, Timber A.](#)
To: [Bronczyk, Christopher](#)
Cc: [Behmaram, Vahid](#)
Subject: No water rights comments for Amendment of Conditions Case Number WAC22-0007 (Connect Neighborhood Center - Extension of Time)
Date: Wednesday, August 24, 2022 1:23:37 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

No water rights comments for this amendment.

Thank you,



Timber Weiss, PE | Professional Engineer

Engineering & Capital Projects Division | Community Services Department

1001 E. 9th Street, Bldg A Reno, NV 89512

tweiss@washoecounty.gov | Office Voice Mail: 775.954.4626 or 775.433.0769

Visit us first online: www.washoecounty.us/csd

For additional information, email engineering@washoecounty.us or call 775.328.2040





Washoe-Storey Conservation District

Bret Tyler Chairmen
Jim Shaffer Treasurer
Cathy Canfield Storey app
Jean Herman Washoe app

1365 Corporate Blvd.
Reno NV 89502
775 857-8500 ext. 131
nevadaconservation.com

August 23, 2022

Washoe County Community Services Department

C/O Chris Bronczyk, Senior Planner

1001 E Ninth Street, Bldg. A

Reno, NV 89512

R: WDADAR22-0010 Hamilton

Dear Chris,

In reviewing the amendment of conditions for time extension, the Conservation District has no comments.

Thank you for providing us the opportunity to review the project that may have impacts on our natural resources and any questions call us at (775) 750 8272.

Sincerely,

Jim Shaffer



Conditions of Approval

Special Use Permit Case Number WSUP20-0009

The project approved under Special Use Permit Case Number WSUP20-0009 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on July 24, 2020. 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.

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 Building 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 institution 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 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 Planning and Building, which shall be responsible for determining compliance with these conditions.

Contact Name: Chris Bronczyk; 775.328.3612; cbronczyk@washoecounty.us; Dan Cahalane; 775.328.3628; Dcahalane@washoecounty.us

- a. **The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this special use permit.**
- b. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit. The Planning and Building Division shall determine compliance with this condition.
- c. The applicant shall submit construction plans, with all information necessary for comprehensive review by Washoe County, and initial building permits shall be issued within two (2) 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 Building Division.
- d. The operations of concrete-mixer truck deliveries and dirt/debris removal during construction shall not occur during peak school drop-off or pick-up hours. There shall be no queuing of construction trucks/concrete-mixer trucks (i.e. more than one (1) truck at a time) along Crossbow Court or Arrowcreek Parkway during construction.
- e. "No Truck Idling" shall be posted within the loading areas of the site.
- f. Prior to the issuance of any grading or building permits, the applicant must complete a Reversion to Acreage.
- g. All lighting must be down shielded, and light poles are limited to a maximum of 12'-0" in height.
- h. The following **Landscaping and Design** conditions shall be fulfilled:
 - i. Prior to any ground disturbing activity, the applicant shall submit a landscaping/architectural design plan to the Planning and Development Division for review and approval. Said plan(s) shall address, but not be limited to: type and color of building materials, general architectural design, parking, parking lot circulation and striping, signage, exterior lighting, fencing, trash enclosures, landscaping (if plant material: type, size at time of planning, maturation size at full growth, period of time between planting and full growth), landscaping location, landscaping irrigation system, and financial assurances that landscaping will be planted and maintained accordingly.
 - ii. All required yards which adjoin a public street shall be landscaped and shall include at least one (1) tree for every fifty (50) linear feet of street frontage, or fraction thereof.
- i. A note shall be placed on all construction drawings and grading plans stating:

NOTE

Should any cairn or grave of a Native American be discovered during site development, work shall temporarily be halted at the specific site and the Sheriff's Office as well as the State Historic Preservation Office of the Department of Conservation and Natural Resources shall be immediately notified per NRS 383.170.

- j. The following **Operational Conditions** shall be required for the life of the project:
 - i. Failure to comply with the conditions of approval shall render this approval null and void. Compliance with this condition shall be determined by Planning and Building.
 - ii. This special use permit shall remain in effect until or unless it is revoked or is inactive for one year.
 - iii. Personal Services use types shall not exceed 50% of the total square footage of the building; which is limited to a maximum of 8,007.5 sf currently as proposed.
 - iv. The kitchen shall only be used for demonstration purposes. Demonstrations shall be limited to four demonstration events per month. The kitchen shall not be used to establish any eating or drinking establishment as defined in WCC 110.304.
 - v. Required loading spaces shall be reduced to one (1) 15ft x 25ft loading space.
 - vi. Required parking spaces shall be reduced from 4 spaces per 1000sf to 1.95 spaces per 1000sf based on the parking study for a Shopping Center use, 820, included in the application.
 - vii. All tenants and/or property owner(s) of the neighborhood center shall obtain all required licensure from Washoe County Business License prior to opening for any and all business operations.
 - viii. All tenants and/or property owner(s) of the neighborhood center shall obtain all required permits from the Washoe County Building Program prior to completing any and all structural/tenant building improvements.
 - ix. Hours of operation for this facility shall be as follows:
 - a. Weekdays – 7:00 a.m. to 9:00 p.m.
 - b. Weekends – 7:00 a.m. to 5:00 p.m.

Washoe County Engineering and Capital Projects

- 2. The following conditions are requirements of the Engineering Division, which shall be responsible for determining compliance with these conditions.

Contact Name: Leo Vesely, P.E., (775) 328-2313

GENERAL CONDITIONS

- 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 (BMPs) 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 developer shall obtain from the Nevada Division of Environmental Protection a Stormwater Discharge Permit and submit a copy to the Engineering Division prior to issuance of a grading permit.
- c. The Truckee Meadows Regional Stormwater Quality Management Program Construction Permit Submittal Checklists and Inspection Fee shall be submitted with the grading permit.
- d. A grading bond of \$2,000/acre of disturbed area shall be provided to the Engineering Division prior to any grading.
- e. All grading shall be in accordance with Article 110.438 Grading Standards.
- 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 revegetated. Specifications for revegetation procedure and seed mix shall be prepared by a licensed landscape architect.

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

- g. The A hydrology/hydraulic report prepared by a registered engineer shall be submitted to the Engineering Division 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 resulting from the development shall be detained on site to the satisfaction of the County Engineer.
- i. 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.
- j. The applicant shall provide pretreatment for petrochemicals and silt for all storm drainage from the site to the satisfaction of the County Engineer.

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Name: Mitchell Fink, (775) 328-2050

- k. 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
- l. The applicant shall obtain a street excavation permit for the driveway approaches.
- m. Install "No Parking" signs on Crossbow Court from Arrowcreek Parkway to the southern entrance to Sage Ridge School.
- n. All improvements in the County right of way shall be constructed in accordance with County standards.
- o. Existing sidewalk shall be perpetuated along the entire property frontage.
- p. A pedestrian circulation plan that clearly shows the walking routes between the proposed Connect Neighborhood Center and Hunsberger Elementary and Sage Ridge schools shall be developed and implemented.

- q. The applicant is requesting to vary parking standards from County Code to ITE standards. For a community center, County Code requires 64 parking spaces while ITE standards require only 33 parking spaces. The proposed design includes 45 spaces. Engineering previously requested the applicant obtain a reciprocal parking agreement from the school district, which was denied. This information is provided to Planning to evaluate the request to vary the parking standards.

Truckee Meadows Fire Protection District (TMFPD)

3. The following conditions are requirements of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with these conditions. Unless otherwise stated, these conditions shall be met prior to the issuance of any building or grading permit or on an ongoing basis (phased development) as determined by TMFPD.

Any future development of a single, multiple, or all parcels will be subject to currently adopted Fire and Wildland-Urban Interface Codes at the time of development on the specific parcel.

Contact Name: Dale Way, 775.326.6000, Dway@tmfpd.us

FIRE APPARATUS ACCESS ROADS

- a. Fire apparatus access roads shall be in accordance with *International Fire Code* Appendix D and all other applicable requirements of the IFC. (IFC 503.1 / D101.1)
- b. Approved fire apparatus access roads shall be required for every facility, building, or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access roads shall comply with the requirements of IFC Section 503 and Appendix D and shall extend to within 150 feet of all portions of the facility and all portions of the *exterior walls* of the first story of the building as measured by an *approved* route (as the hose lays around obstructions) around the exterior of the building or facility. (IFC 503.1.1)
- c. Fire apparatus access roads shall have an all-weather surface and be capable of supporting the weight of Fire District apparatus (80,000 pounds). (IFC 503.2.3 / D102.1)
- d. Fire apparatus access roads shall have a minimum width of 20 feet (with no parking), 26 feet (one side parking), and 32 feet (parking on both sides), exclusive of shoulders, and an unobstructed vertical clearance of not less than 13 feet 6 inches. (IFC 503.2.1 / D103.6.1 / D103.6.2)
- e. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet (7925 mm), exclusive of shoulders (see Figure D103.1). (IFC D103.1)
- f. Fire apparatus access roads less than the width required for parking on both sides shall be marked and/or signed in accordance with Section 503.3 and Appendix D103.6 to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility. (IFC 503.3 / D103.6)
- g. Fire apparatus access roads shall not exceed 10 percent in grade. Angles of approach and angles of departure must not exceed 6 percent for 25 feet before or after the grade change. (IFC D103.2 / 503.2.8)
- h. Fire apparatus access roads shall have a minimum inside turning radius of 28 feet, and a minimum outside turning radius of 52 feet. (IFC D103.3)
- i. Dead-end fire apparatus access roads in excess of 150 feet shall be provided with width and turnaround provisions in accordance with Table D103.4. (IFC D103.4)

- j. Gates across fire apparatus access roads shall comply with Appendix D103.5 and Sections 503.4 and 503.5.
- k. Buildings four or more stories or 30 feet in height shall have at least two (2) means of fire apparatus access for each structure. (IFC D104.1).
- l. Buildings exceeding 62,000 square feet in area shall have at least two (2) means of fire apparatus access for each structure. (IFC D104.2).
- m. Where two (2) fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one half the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses. (IFC D104.3)
- n. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet *approved aerial* fire apparatus access roads shall be provided. (IFC D105.1)
- o. When aerial fire apparatus access roads are required, aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof. (IFC D105.2)
- p. When aerial fire apparatus access roads are required, one or more of the required access routes meeting this condition shall be located not less than 15 feet and not greater than 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the *fire code official*. (IFC D105.3)
- q. When aerial fire apparatus access roads are required, overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the *fire code official*. (IFC D105.4)

FIRE PROTECTION WATER SUPPLIES

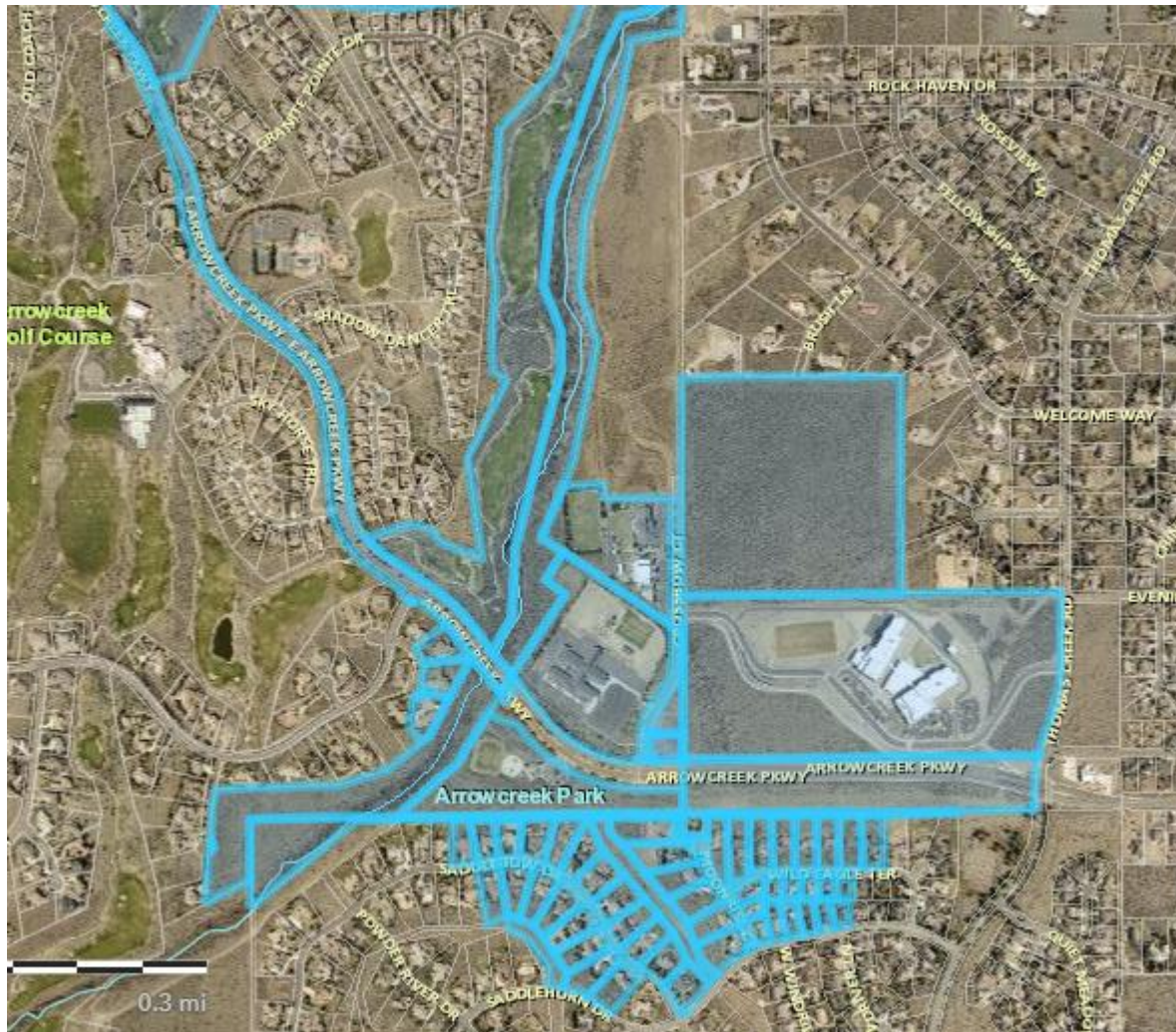
- r. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises on which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction. (IFC 507.1)
- s. The number of fire hydrants available to a building shall be not less than the minimum specified in Table C102.1. (IFC C102.1)
- t. Fire hydrant systems shall comply with Washoe County Standard Detail W-23 and IFC Sections 507.5.1 through 507.5.6. (IFC 507.5 / Washoe County Code)
- u. Fire hydrants must be spaced at a maximum separation of 500 feet along the required apparatus access lane in residential areas and 1,000 feet where not required for structures to provide for transportation hazards. Hydrant spacing may be increased by 125 feet if all structures within the development are provided with fire sprinkler protection. There is no allowable increase for hydrants installed for transportation hazards. (IFC Table C102.1)
- v. In developments with R-3 occupancies, where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 600 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official. (IFC 507.5.1)

- w. Unobstructed access to fire hydrants shall be maintained at all times. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants. (IFC 507.5.4)
- x. A 3-foot minimum clear space shall be maintained around the circumference of fire hydrants, as measured from the furthest edge of a fire hydrant in any direction. (IFC 507.5.5)
- y. Fire hydrants shall not be located within six feet of a driveway, power pole, or light standard. (IFC 507.5.6)
- z. Fire hydrants shall be located adjacent to apparatus access lanes and a minimum of four feet and a maximum of seven feet from back of curb. Provide a detail on the plans. (IFC 507.5.6)
- aa. Fire hydrants shall have a concrete pad around the base in accordance with Washoe County Standard Detail W-23.

INTERNATIONAL WILDLAND-URBAN INTERFACE CODE

- bb. All parcels located in other than a Low Hazard WUI Rating shall comply with all provisions of the IWUI as adopted and amended by TMFPD and Washoe County Building.
- cc. The IWUI Fire Hazard designation for your project is available on the provided Washoe Regional Mapping System link. (<https://gis.washoecounty.us/wrms/firehazard>). After you have found your property using the address search feature, the color of the background area will indicate your wildland fire risk.
- dd. When you have determined your Fire Risk Rating use the link provided, to determine the *IWUIC* construction and defensible space requirements. (https://www.washoecounty.us/building/Files/Files/2012%20WUI%20CODE%20GUIDE_rev%2011-25-13.pdf).

*** End of Conditions ***



70 Parcels within 1,250 Feet

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: <u>Connect Neighborhood Center</u>			
Project Description: <u>Neighborhood center to provide self-care classes, workshops, and retreats, enabling our community to rest, renew, and thrive.</u>			
Project Address: <u>2500, 2540 Crossbow Court</u>			
Project Area (acres or square feet): <u>16,015 sf (center); 0.774 acres, 1.073 acres</u>			
Project Location (with point of reference to major cross streets AND area locator): <u>2500, 2540 Crossbow Court, located immediately northeast of the junction of Crossbow Court and Arrowcreek Parkway</u>			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
<u>152-921-01</u>	<u>0.774</u>		
<u>152-921-01</u>	<u>1.073</u>		
Indicate any previous Washoe County approvals associated with this application: Case No.(s). <u>SUP Case Number WSUP20-0009, Approved with conditions</u>			
Applicant Information (attach additional sheets if necessary)			
Property Owner: <u>Sage Property Ventures, LLC</u>		Professional Consultant:	
Name: <u>Jennifer Aleman Hutter</u>		Name:	
Address: <u>175 Knightsbridge Ct</u>		Address:	
<u>Reno, NV</u> Zip: <u>89511</u>		Zip:	
Phone: <u>917-532-2396</u> Fax:		Phone: Fax:	
Email: <u>jenhutter@icloud.com</u>		Email:	
Cell: <u>917-532-2396</u> Other:		Cell: Other:	
Contact Person: <u>Jen Hutter</u>		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name: <u>Jennifer Aleman Hutter</u>		Name:	
Address: <u>175 Knightsbridge Ct</u>		Address:	
<u>Reno, NV</u> Zip: <u>89511</u>		Zip:	
Phone: <u>917-532-2396</u> Fax:		Phone: Fax:	
Email: <u>jenhutter@icloud.com</u>		Email:	
Cell: <u>917-532-2396</u> Other:		Cell: Other:	
Contact Person: <u>Jen Hutter</u>		Contact Person:	
For Office Use Only			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Amendment of Conditions Application Supplemental Information

(All required Information may be separately attached)

Required Information

1. The following information is required for an Amendment of Conditions:
 - a. Provide a written explanation of the proposed amendment, why you are asking for the amendment, and how the amendment will modify the approval.
 - b. Identify the specific Condition or Conditions that you are requesting to amend.
 - c. Provide the requested amendment language to each Condition or Conditions, and provide both the **existing** and **proposed condition(s)**.

See attached.

2. Describe any potential impacts to public health, safety, or welfare that could result from granting the amendment. Describe how the amendment affects the required findings as approved.

Not applicable. See attached.



To: Washoe County Community Services Department,
Planning and Building

From: Jen Hutter, Executive Director
The Center Foundation

Date: August 8, 2022

Re: SUP Time Extension Request, 2500 and 2540 Crossbow Court, Reno, NV, 89511

To Whom It May Concern:

On July 24, 2020, we applied for a special use permit (“SUP”) for the land located at 2500 and 2540 Crossbow Court in south Reno. The SUP for use as neighborhood retail was approved, with a two-year window to initiate the building process. Due to many variables as described below, we respectfully request a two-year extension on this grant.

The Center Foundation was founded in January 2021. Our mission is to make radical self-care accessible so that we all can thrive and lead more intentional lives. In September 2021, we opened a small studio in south Reno (a mini version of the larger self-care center that we envision on the land) to begin to serve the community as soon as possible. We have been overwhelmed both with the need in our community, the teachers in our community that have come forth to serve, and with our ability to make self-care accessible to all in our community, including and especially those with financial need. We are intentionally growing at a pace that is manageable for us as an emerging non-profit. Our 501c3 application has been submitted and we are patiently awaiting its formalization. As you can appreciate, the IRS is backlogged, and the wait times can be up to 12 months or longer.

There are two main reasons for our delay. The first is that it is imperative for us to receive our official 501c3 status as a non-profit before we can fundraise in earnest for the project. The second is that, in the last nine months, we have learned a tremendous amount about what our community truly needs. We plan to take our time and use our time and money as efficiently as possible before embarking on this build. We are not in a financial position to spend additional monies on architects and engineers until we are certain what it is we are going to build for the community. We anticipate that this will be evident in the next 12 months, and in line with our original submission.

You have my pledge that the land will be used for the betterment of the community. I kindly request a two-year extension of the SUP grant to build neighborhood retail on the land located at 2500 and 2540 Crossbow Court in south Reno.

For clarity, I am the sole owner of Sage Property Ventures, LLC, the entity that owns the land. The land is intended to be used by The Center Foundation, as described above. I am a founder and the Executive Director of The Center Foundation.

If there are any questions or concerns regarding this packet, kindly submit them to me directly either by phone at (917) 532-2396, or via email at jenhutter@icloud.com. Thank you for your consideration of the two-year extension on this grant.

Respectfully submitted for Sage Property Ventures, LLC and The Center Foundation by:

Jen Hutter
Executive Director, The Center Foundation
Owner, Sage Property Ventures, LLC

We are committed to making radical self-care accessible so that we all can thrive and lead more intentional lives!



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
 Planning and Building

1001 EAST 9TH STREET
 RENO, NEVADA 89512-2845
 PHONE (775) 328-6100
 FAX (775) 328.6133

Board of Adjustment Action Order

Special Use Permit Case Number WSUP20-0009 (Connect Neighborhood Center)

Decision: Approval with Conditions
 Decision Date: July 24, 2020
 Mailing/Filing Date: July 28, 2020
 Applicants: Sage Property Ventures, LLC
 Assigned Planner: Chris Bronczyk, Planner
 Dan Cahalane, Planner
 Washoe County Community Services Department
 Planning and Building Division
 Phone: 775.328.3612 Chris)
 775.328.3628 (Dan)
 E-Mail: cbronczyk@washoecounty.us
dcahalane@washoecounty.us

Special Use Permit Case Number WSUP20-0009 (Connect Neighborhood Center) – For possible action, hearing, and discussion to approve (1) the establishment of a 16,015-sf neighborhood center use type within the Low Density Suburban regulatory zone and (2) a request to vary parking standards from 64 spaces to 48 spaces.

- Applicant: Sage Property Ventures, LLC
- Location: 2500, 2540 Crossbow Ct, located immediately northeast of the junction of Crossbow Ct and Arrowcreek Pkwy
- APN: 152-921-01, 152-921-01
- Parcel Size: 0.774 acres, 1.073 acres
- Master Plan: Suburban Residential
- Regulatory Zone: Low Density Suburban
- Area Plan: South West Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 302, Allowed Uses; Article 810, Special Use Permits
- Commission District: 2 – Commissioner Lucey

Notice is hereby given that the Washoe County Board of Adjustment granted approval with conditions for the above referenced case number based on the findings in accordance with Washoe County Development Code Article 810, Special Use Permits. If no appeals have been filed within 10 calendar days from the Mailing/Filing Date shown on this Action Order, the approval by the Washoe County Board of Adjustment is final. If filed, an appeal stays any further action on the decision until final resolution of the appeal. An appeal shall be filed in accordance with the provisions found in Article 912 of the Washoe County Development Code.



INTEGRITY



EFFECTIVE COMMUNICATION



QUALITY PUBLIC SERVICE

To: Sage Property Ventures, LLC
Subject: Special Use Permit Case Number WSUP20-0009
(Connect Neighborhood Center)
Date: July 28, 2020
Page: 2


The action was based on the following findings in accordance with Washoe County Code Section 110.810:30:

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Southwest Truckee Meadows 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 a Neighborhood Center, 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.

This Action Order is issued subject to the attached conditions and Washoe County development standards. Please contact the planner assigned to your project at the above-referenced phone number within 7 days of receipt of this Order to review the steps necessary to satisfy the Conditions of Approval. Any business license, certificate of occupancy, or final approval shall not be issued until all of the Conditions of Approval are satisfied. Additionally, compliance shall be required with all federal, state, and local statutes, ordinances, and regulations applicable to the approved project.

This Action Order does not authorize grading or building without issuance of the necessary permits from the Washoe County Planning and Building Division.

Washoe County Community Services Department
Planning and Building Division



Trevor Lloyd
Secretary to the Board of Adjustment

TL/CB/DC/df

Attachments: Conditions of Approval

Applicant/Owner: Sage Property Ventures, LLC
510 West 4th St.
Carson City, NV 89703

To: Sage Property Ventures, LLC
Subject: Special Use Permit Case Number WSUP20-0009
(Connect Neighborhood Center)
Date: July 28, 2020
Page: 3

Representatives: Tectonics Design Group
730 Sandhill Rd, Ste 250
Reno, NV 89521

Action Order xc: Mike Large District Attorney's Office; Keirsten Beck, Assessor's Office; Rigo Lopez, Assessor's Office; Tim Simpson, Utilities; Mitch Fink, Traffic; Leo Vesely, Engineering and Capital Projects; Charles Moore and Dale Way, Truckee Meadows Fire Protection District; Regional Transportation Commission; Truckee Meadows Regional Planning Agency; Southwest Truckee Meadows Citizen Advisory Board; Jim Shaffer, Washoe-Storey Conservation District; James English, Washoe County Health



Conditions of Approval

Special Use Permit Case Number WSUP20-0009

The project approved under Special Use Permit Case Number WSUP20-0009 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on July 24, 2020. 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.

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 Building 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 institution 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 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 Planning and Building, which shall be responsible for determining compliance with these conditions.

Contact Name: Chris Bronczyk; 775.328.3612; cbronczyk@washoecounty.us; Dan Cahalane; 775.328.3628; Dcahalane@washoecounty.us

- a. **The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this special use permit.**
- b. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit. The Planning and Building Division shall determine compliance with this condition.
- c. The applicant shall submit construction plans, with all information necessary for comprehensive review by Washoe County, and initial building permits shall be issued within two (2) 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 Building Division.
- d. The operations of concrete-mixer truck deliveries and dirt/debris removal during construction shall not occur during peak school drop-off or pick-up hours. There shall be no queuing of construction trucks/concrete-mixer trucks (i.e. more than one (1) truck at a time) along Crossbow Court or Arrowcreek Parkway during construction.
- e. "No Truck Idling" shall be posted within the loading areas of the site.
- f. Prior to the issuance of any grading or building permits, the applicant must complete a Reversion to Acreage.
- g. All lighting must be down shielded, and light poles are limited to a maximum of 12'-0" in height.
- h. The following **Landscaping and Design** conditions shall be fulfilled:
 - i. Prior to any ground disturbing activity, the applicant shall submit a landscaping/architectural design plan to the Planning and Development Division for review and approval. Said plan(s) shall address, but not be limited to: type and color of building materials, general architectural design, parking, parking lot circulation and striping, signage, exterior lighting, fencing, trash enclosures, landscaping (if plant material: type, size at time of planning, maturation size at full growth, period of time between planting and full growth), landscaping location, landscaping irrigation system, and financial assurances that landscaping will be planted and maintained accordingly.
 - ii. All required yards which adjoin a public street shall be landscaped and shall include at least one (1) tree for every fifty (50) linear feet of street frontage, or fraction thereof.
- i. A note shall be placed on all construction drawings and grading plans stating:

NOTE

Should any cairn or grave of a Native American be discovered during site development, work shall temporarily be halted at the specific site and the Sheriff's Office as well as the State Historic Preservation Office of the Department of Conservation and Natural Resources shall be immediately notified per NRS 383.170.

- j. The following **Operational Conditions** shall be required for the life of the project:
- i. Failure to comply with the conditions of approval shall render this approval null and void. Compliance with this condition shall be determined by Planning and Building.
 - ii. This special use permit shall remain in effect until or unless it is revoked or is inactive for one year.
 - iii. Personal Services use types shall not exceed 50% of the total square footage of the building; which is limited to a maximum of 8,007.5 sf currently as proposed.
 - iv. The kitchen shall only be used for demonstration purposes. Demonstrations shall be limited to four demonstration events per month. The kitchen shall not be used to establish any eating or drinking establishment as defined in WCC 110.304.
 - v. Required loading spaces shall be reduced to one (1) 15ft x 25ft loading space.
 - vi. Required parking spaces shall be reduced from 4 spaces per 1000sf to 1.95 spaces per 1000sf based on the parking study for a Shopping Center use, 820, included in the application.
 - vii. All tenants and/or property owner(s) of the neighborhood center shall obtain all required licensure from Washoe County Business License prior to opening for any and all business operations.
 - viii. All tenants and/or property owner(s) of the neighborhood center shall obtain all required permits from the Washoe County Building Program prior to completing any and all structural/tenant building improvements.
 - ix. Hours of operation for this facility shall be as follows:
 - a. Weekdays – 7:00 a.m. to 9:00 p.m.
 - b. Weekends – 7:00 a.m. to 5:00 p.m.

Washoe County Engineering and Capital Projects

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

Contact Name: Leo Vesely, P.E., (775) 328-2313

GENERAL CONDITIONS

- 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 (BMPs) 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 developer shall obtain from the Nevada Division of Environmental Protection a Stormwater Discharge Permit and submit a copy to the Engineering Division prior to issuance of a grading permit.
- c. The Truckee Meadows Regional Stormwater Quality Management Program Construction Permit Submittal Checklists and Inspection Fee shall be submitted with the grading permit.
- d. A grading bond of \$2,000/acre of disturbed area shall be provided to the Engineering Division prior to any grading.
- e. All grading shall be in accordance with Article 110.438 Grading Standards.
- 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 revegetated. Specifications for revegetation procedure and seed mix shall be prepared by a licensed landscape architect.

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

- g. The A hydrology/hydraulic report prepared by a registered engineer shall be submitted to the Engineering Division 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 resulting from the development shall be detained on site to the satisfaction of the County Engineer.
- i. 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.
- j. The applicant shall provide pretreatment for petrochemicals and silt for all storm drainage from the site to the satisfaction of the County Engineer.

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Name: Mitchell Fink, (775) 328-2050

- k. 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
- l. The applicant shall obtain a street excavation permit for the driveway approaches.
- m. Install "No Parking" signs on Crossbow Court from Arrowcreek Parkway to the southern entrance to Sage Ridge School.
- n. All improvements in the County right of way shall be constructed in accordance with County standards.
- o. Existing sidewalk shall be perpetuated along the entire property frontage.
- p. A pedestrian circulation plan that clearly shows the walking routes between the proposed Connect Neighborhood Center and Hunsberger Elementary and Sage Ridge schools shall be developed and implemented.

- q. The applicant is requesting to vary parking standards from County Code to ITE standards. For a community center, County Code requires 64 parking spaces while ITE standards require only 33 parking spaces. The proposed design includes 45 spaces. Engineering previously requested the applicant obtain a reciprocal parking agreement from the school district, which was denied. This information is provided to Planning to evaluate the request to vary the parking standards.

Truckee Meadows Fire Protection District (TMFPD)

- 3. The following conditions are requirements of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with these conditions. Unless otherwise stated, these conditions shall be met prior to the issuance of any building or grading permit or on an ongoing basis (phased development) as determined by TMFPD.

Any future development of a single, multiple, or all parcels will be subject to currently adopted Fire and Wildland-Urban Interface Codes at the time of development on the specific parcel.

Contact Name: Dale Way, 775.326.6000, Dway@tmfpd.us

FIRE APPARATUS ACCESS ROADS

- a. Fire apparatus access roads shall be in accordance with *International Fire Code* Appendix D and all other applicable requirements of the IFC. (IFC 503.1 / D101.1)
- b. Approved fire apparatus access roads shall be required for every facility, building, or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access roads shall comply with the requirements of IFC Section 503 and Appendix D and shall extend to within 150 feet of all portions of the facility and all portions of the *exterior walls* of the first story of the building as measured by an *approved* route (as the hose lays around obstructions) around the exterior of the building or facility. (IFC 503.1.1)
- c. Fire apparatus access roads shall have an all-weather surface and be capable of supporting the weight of Fire District apparatus (80,000 pounds). (IFC 503.2.3 / D102.1)
- d. Fire apparatus access roads shall have a minimum width of 20 feet (with no parking), 26 feet (one side parking), and 32 feet (parking on both sides), exclusive of shoulders, and an unobstructed vertical clearance of not less than 13 feet 6 inches. (IFC 503.2.1 / D103.6.1 / D103.6.2)
- e. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet (7925 mm), exclusive of shoulders (see Figure D103.1). (IFC D103.1)
- f. Fire apparatus access roads less than the width required for parking on both sides shall be marked and/or signed in accordance with Section 503.3 and Appendix D103.6 to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility. (IFC 503.3 / D103.6)
- g. Fire apparatus access roads shall not exceed 10 percent in grade. Angles of approach and angles of departure must not exceed 6 percent for 25 feet before or after the grade change. (IFC D103.2 / 503.2.8)
- h. Fire apparatus access roads shall have a minimum inside turning radius of 28 feet, and a minimum outside turning radius of 52 feet. (IFC D103.3)
- i. Dead-end fire apparatus access roads in excess of 150 feet shall be provided with width and turnaround provisions in accordance with Table D103.4. (IFC D103.4)

- j. Gates across fire apparatus access roads shall comply with Appendix D103.5 and Sections 503.4 and 503.5.
- k. Buildings four or more stories or 30 feet in height shall have at least two (2) means of fire apparatus access for each structure. (IFC D104.1).
- l. Buildings exceeding 62,000 square feet in area shall have at least two (2) means of fire apparatus access for each structure. (IFC D104.2).
- m. Where two (2) fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one half the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses. (IFC D104.3)
- n. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet *approved aerial* fire apparatus access roads shall be provided. (IFC D105.1)
- o. When aerial fire apparatus access roads are required, aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof. (IFC D105.2)
- p. When aerial fire apparatus access roads are required, one or more of the required access routes meeting this condition shall be located not less than 15 feet and not greater than 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the *fire code official*. (IFC D105.3)
- q. When aerial fire apparatus access roads are required, overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the *fire code official*. (IFC D105.4)

FIRE PROTECTION WATER SUPPLIES

- r. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises on which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction. (IFC 507.1)
- s. The number of fire hydrants available to a building shall be not less than the minimum specified in Table C102.1. (IFC C102.1)
- t. Fire hydrant systems shall comply with Washoe County Standard Detail W-23 and IFC Sections 507.5.1 through 507.5.6. (IFC 507.5 / Washoe County Code)
- u. Fire hydrants must be spaced at a maximum separation of 500 feet along the required apparatus access lane in residential areas and 1,000 feet where not required for structures to provide for transportation hazards. Hydrant spacing may be increased by 125 feet if all structures within the development are provided with fire sprinkler protection. There is no allowable increase for hydrants installed for transportation hazards. (IFC Table C102.1)
- v. In developments with R-3 occupancies, where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 600 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official. (IFC 507.5.1)

- w. Unobstructed access to fire hydrants shall be maintained at all times. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants. (IFC 507.5.4)
- x. A 3-foot minimum clear space shall be maintained around the circumference of fire hydrants, as measured from the furthest edge of a fire hydrant in any direction. (IFC 507.5.5)
- y. Fire hydrants shall not be located within six feet of a driveway, power pole, or light standard. (IFC 507.5.6)
- z. Fire hydrants shall be located adjacent to apparatus access lanes and a minimum of four feet and a maximum of seven feet from back of curb. Provide a detail on the plans. (IFC 507.5.6)
- aa. Fire hydrants shall have a concrete pad around the base in accordance with Washoe County Standard Detail W-23.

INTERNATIONAL WILDLAND-URBAN INTERFACE CODE

- bb. All parcels located in other than a Low Hazard WUI Rating shall comply with all provisions of the IWUI as adopted and amended by TMFPD and Washoe County Building.
- cc. The IWUI Fire Hazard designation for your project is available on the provided Washoe Regional Mapping System link. (<https://gis.washoecounty.us/wrms/firehazard>). After you have found your property using the address search feature, the color of the background area will indicate your wildland fire risk.
- dd. When you have determined your Fire Risk Rating use the link provided, to determine the *IWUIC* construction and defensible space requirements. (https://www.washoecounty.us/building/Files/Files/2012%20WUI%20CODE%20GUIDE_rev%2011-25-13.pdf).

*** End of Conditions ***



The Center

HOLISTIC WELLNESS FOR ALL AGES



Washoe County Board of Adjustment

July 2020

2500 and 2540 Crossbow Court, Reno, Nevada 89511 ("the Property")

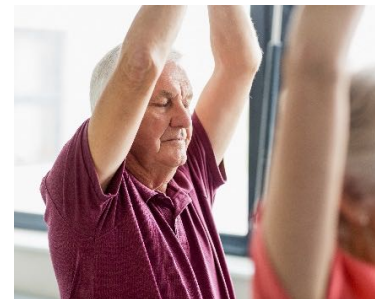
OUR MISSION

To promote and support health and wellness for all ages

OUR COMPANY

We work with individuals and organizations to support long-term behavior change through a multi-faceted approach to health and wellness.

- The Property will serve as the physical Center of the company
- We will serve our community and beyond through a digital platform that includes a virtual studio and digital library that mimics offerings at the Property
- The Property will be a gathering place for our neighborhood to connect with self and one another and to enhance wellbeing across ALL ages
- The Center will bring global thought leaders to share their live teachings with our community











OUR VISION

We support five key pillars of holistic wellness: eat, sleep, strengthen, move, and meditate



The Center will include:

 <p>Functional fitness and strength training studio for adults</p>	 <p>Meditation studio for adults</p>	 <p>Yoga / mindful movement studio for adults</p>	 <p>Meditation and yoga / mindful movement studio for kids</p>
 <p>Local coffee and tea shop, nourishing prepared foods, and retail</p>	 <p>Demonstration kitchen teaching economical nutritious eating</p>	 <p>Flexible space on two levels to allow for community education and corporate training sessions</p>	 <p>Community garden and meditation grounds (labyrinth, vertical garden, outdoor learning space)</p>

The Center • holistic wellness for all ages



WAC22-0007
EXHIBIT E

KEY DETAILS

Daily hours: 7am-8pm weekdays; 7am-5pm weekends

Peak hours: 8-10am and 3-6pm weekdays; 8-11am weekends

Employees during peak hours: 12-15

Studio capacity: 10-15 (10 under social distancing guidelines)

Training capacity: 20, up to 70 for a community lecture

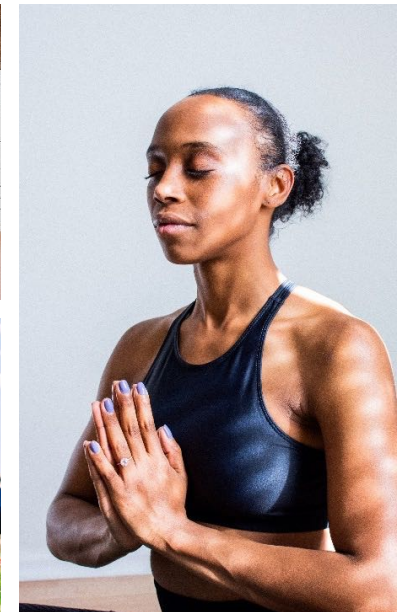
Studio class times: 7am, 8:30am, 10am, 12pm, 2pm, 3:30pm, 5pm (adults, weekdays); 8am, 3pm, 4pm, 5pm (kids, weekdays)

Community garden and meditation grounds: 40,831 sf

Parking spaces: 48

Community education to be ongoing and will include guest speakers in the evenings and on weekends.

Corporate trainings will be ongoing daily.



2500 and 2540 Crossbow Court (APNs 152-921-01 and 152-921-02)

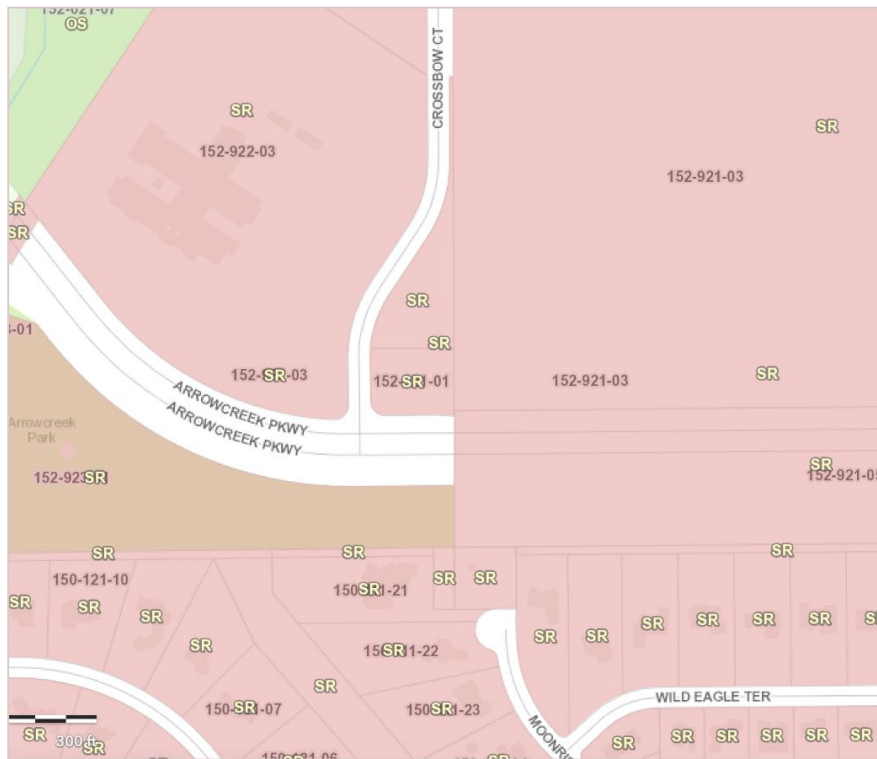


Site Photographs

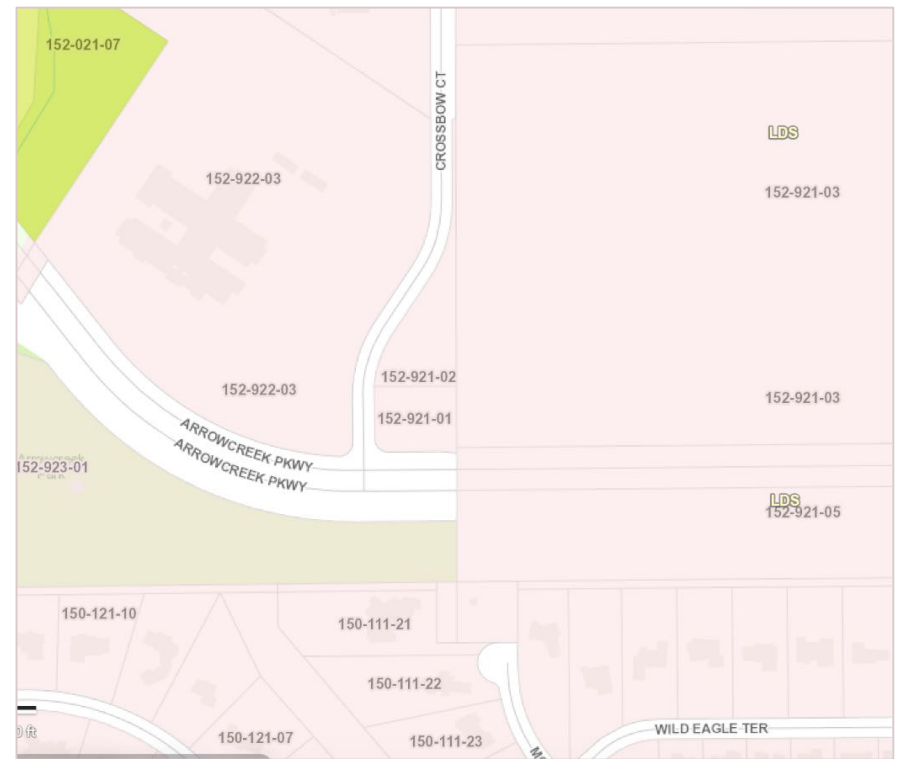
- Image 1 (above) is an aerial image of the two parcels and vicinity including Hunsberger Elementary School (west), future site of Marce Middle School (east), and Arrowcreek Parkway (south).
- Images 2 and 3 (right) are views of the site as seen from Arrowcreek Parkway and Crossbow Court.

Special Use Permit requests:

- 1) Development of a 16,015 square foot neighborhood center in a Low Density Suburban zone
- 2) Site grading



Suburban Residential Master Plan Designation



Low Density Suburban Zoning

In Washoe County, neighborhood centers refers to sales of convenience goods (foods, drugs and sundries) and personal services, those which meet the daily needs of an immediate neighborhood trade area and includes convenience retail.

Proposed Exterior Views*



* Photos depict an actual existing structure; the Property will resemble these photos, though actual building will not be identical.

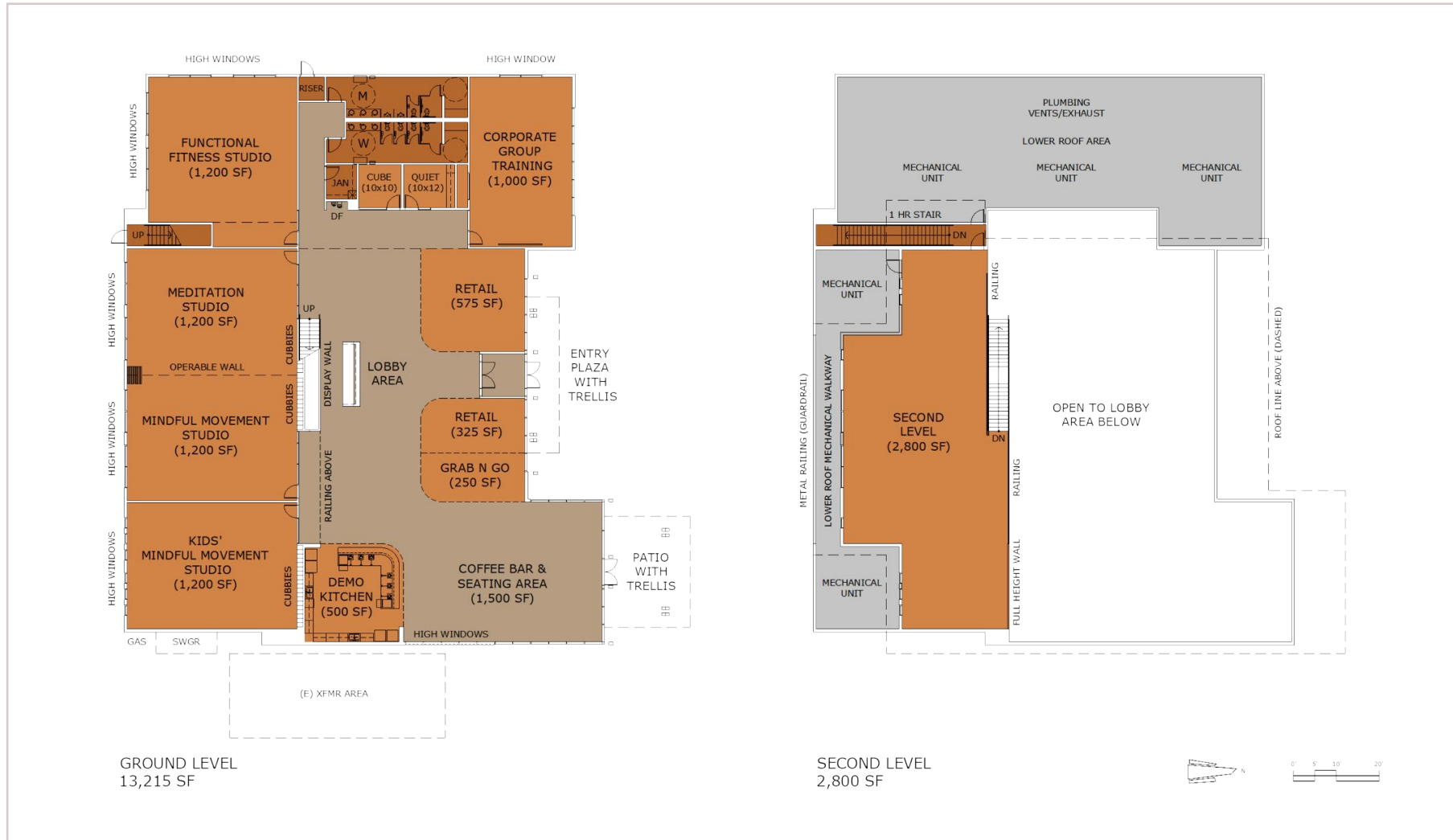
Proposed Community Garden & Meditation Grounds*



* Photos depict actual grounds; the Property's grounds will resemble these photos, though will not be identical.



Conceptual Floor Plan



Conceptual Community Garden & Meditation Grounds



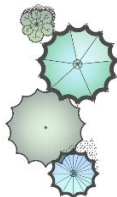
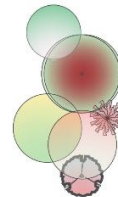

Landscape requirements

Total Gross SF Of Entire Project Site	3 Acres = 79,160-SF
Total Net SF of Landscape Area	40,831-SF
Total Min. Required Landscape	15,832-SF
Total Trees Provided in Landscape Areas	65
1 Tree Per 300-SF of Required Landscape Area	53
1 Tree Per 10 Parking Spaces Required (46)	5
1 Tree Per 30'-LF Street Trees (1,030-LF)	21
Total Shrubs / Perennials Provided in Landscape	338
Total Shrubs Required -	
50% Coverage after 1 year, 100% coverage after 5	

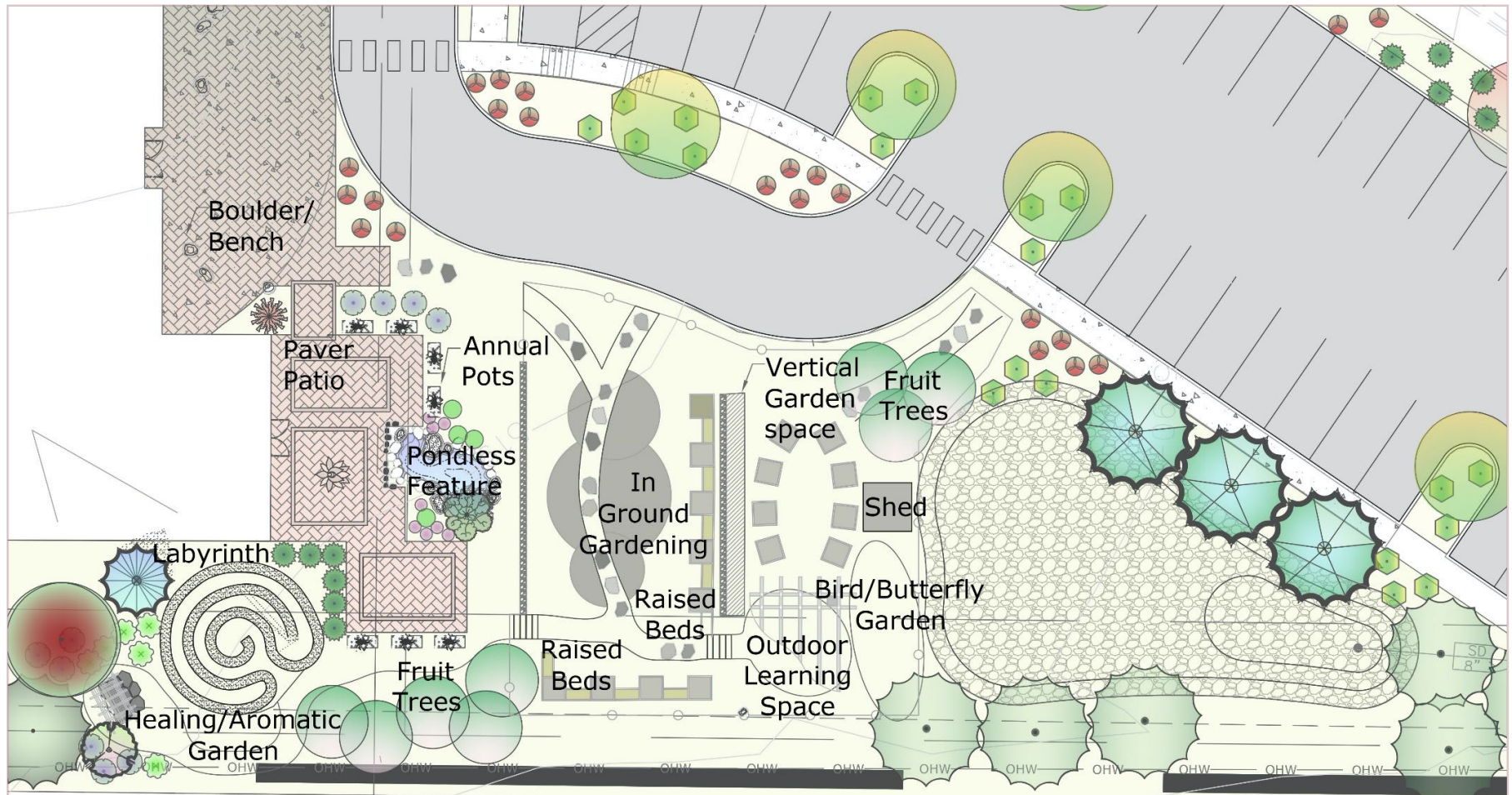
All Plant Material To Be Watered With Drip Irrigation On An Automatic Irrigation System

Key design features

The Site Plan (above) shows a 16,015 square foot building with 48 parking stalls and 40,831 square feet of new landscaping. The north elevation (next slide) demonstrates a contemporary mountain architecture built into the contours and comprised of natural materials and earth tones.

Evergreen trees		Deciduous trees	
	1 5' - HT (weeping evergreen)		8 #10 - CONT (fruit trees)
	6 5' - HT (landscape trees)		1 #20 - CONT (specimen trees)
	16 7' - HT (landscape trees)		1 #15 - CONT (Japanese maple)
			30 2" - CAL (landscape trees)
	1 5' - HT (ornamental)		1 #15 - CONT (ornamental trees)
	Evergreen and deciduous shrubs		
	338 #5/#1 - CONT (assorted shrubs)		

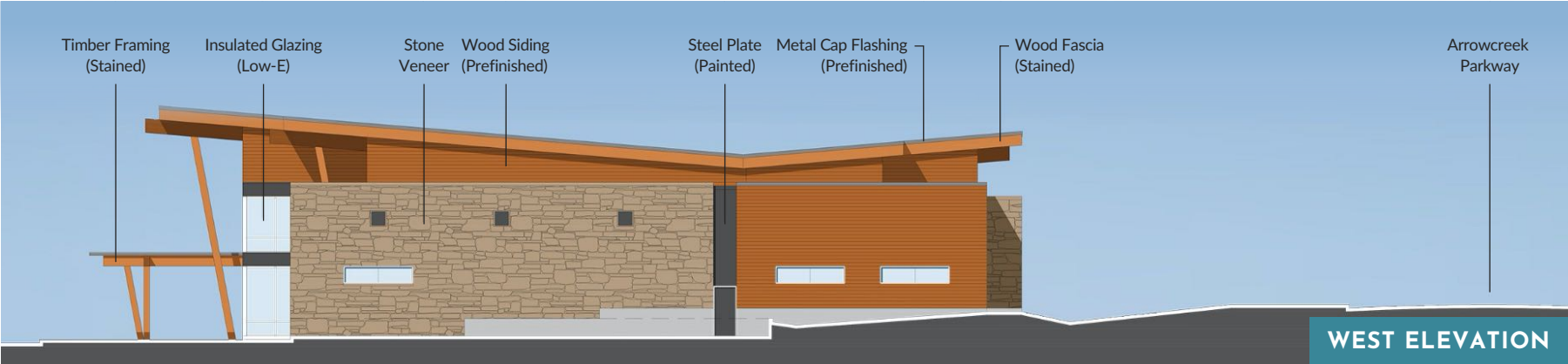
Conceptual Community Garden & Meditation Grounds



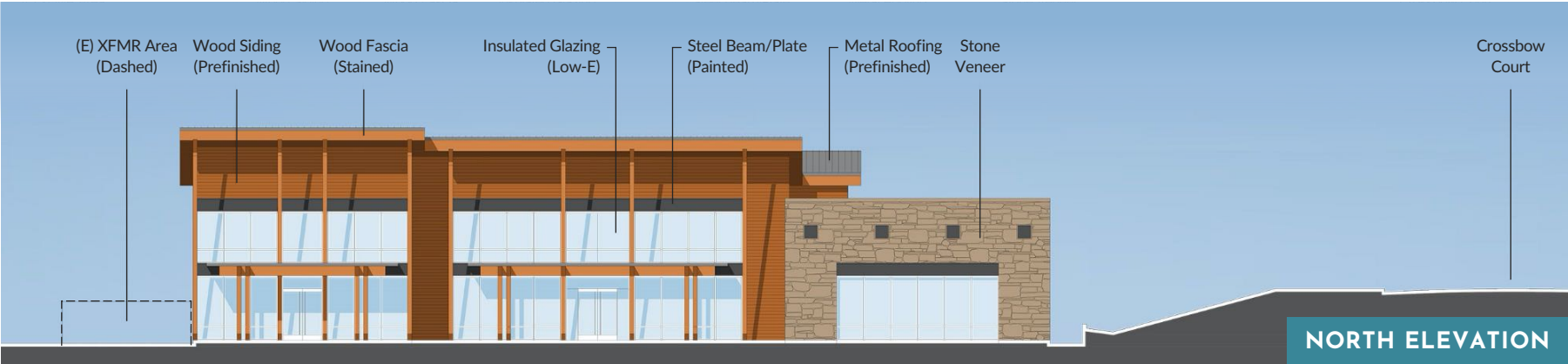


Conceptual North & West Elevations

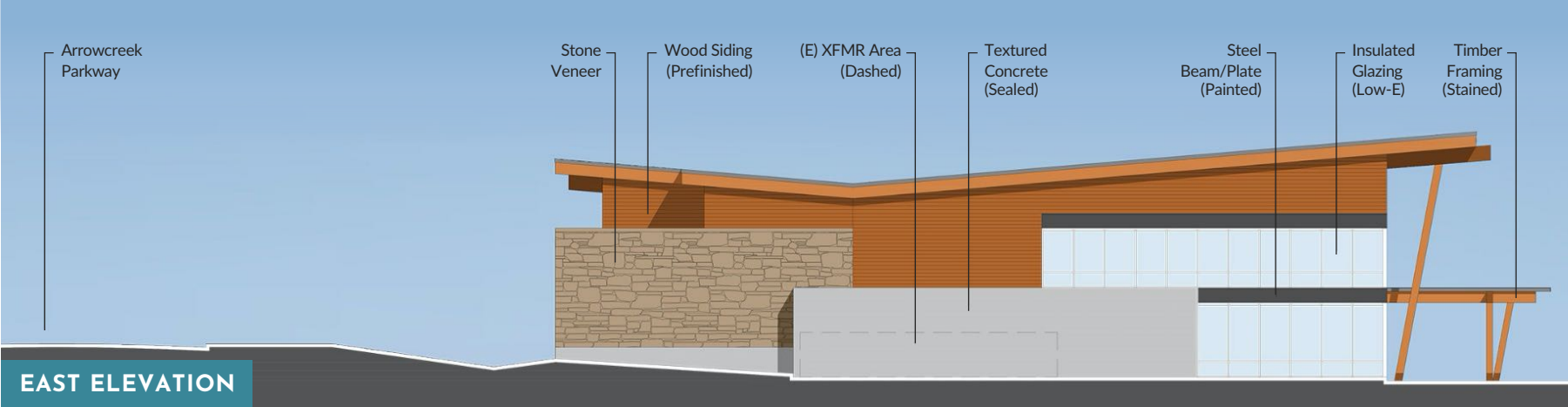
Within the design phase, we will aim to become a WELL™ certified building which promotes environmental friendliness through optimization in air, water, nourishment, light, movement, thermal comfort, sound, materials, mind, community, and innovation.



(Across from Hunsberger Elementary, facing Crossbow Court)



Conceptual South & East Elevations



(View from Arrowcreek Parkway)

Community feedback

“ It is with great anticipation I look forward to the completion of The Center of Reno. It is a step to make Reno a national leader in total health for all ages. I’ve had the opportunity to meet with both Jen and Heather and discuss their plans. As founder of The Change Companies, a national corporation that works with federal, state and local departments and organizations, I envision the programs and practical solutions emerging from The Center will serve as evidence-based models for the United States and beyond. I’m confident The Change Companies can assist in making that happen. Congratulations to Reno for being at the forefront of a movement to bring a more person-centered approach to emotional and physical health.”

— Don Kuhl, Founder and CEO, The Change Companies, Carson City, NV

“ As a Reno native and integrative medicine healthcare provider, I am thrilled for our community to have this unique space. The Center will provide a gathering place for individuals to come together to learn, create, and thrive in their health and wellness journey. I look forward to sharing this brilliant community resource with my patients!”

— Melissa Bachman, ND, MSN, APRN, Reno Health Institute, Reno, NV

“ The Center will be a wonderful resource for the professional health care community of physicians, allied health and other medical providers. It will offer valuable opportunities for continuing education in how we can support wellness in our patients, our colleagues and ourselves.”

— Melissa Piasecki, MD, University of Nevada Reno Medical School, Reno, NV

“ The United States spends more money on healthcare than any other developed nation and yet we have one of the worst healthcare systems and outcomes. We currently have a system of disease management and lack programs for health promotion and wellness. As a women’s health care provider for several decades, I strive to provide value and evidence-based healthcare which includes many integrative modalities of treatment. Our nation needs to move toward providing innovative, holistic, wellness programs which are essential to improving health outcomes and long-term health savings. The residents of Northern Nevada would greatly benefit from the development of a holistic wellness center in Reno.”

— Lynn Tomlinson Anderson, DNP, CNM, APRN, Reno, NV

Community feedback

“ Given the state of our stressful world today, our community would benefit exponentially from a project of this caliber. Not only is it a one-of-kind approach to well-being, it also boasts a well-planned landscape full of trees, green spaces and gardens where we can gather and breathe. It stands to give our neighborhoods, local businesses and tourists alike an opportunity to rest, reduce stress and learn peaceful-living tools. While we live in a progressive town, we are also small enough to unite and support innovative visionaries such as Jen Hutter and Heather Haslem. We strongly encourage the Citizens Advisory Board and Washoe County Commissioners to support this project, so we can all benefit from its comprehensive well-being offerings.”

— Deanna and Scott Gescheider, Reno, NV

“ As a certified Nonviolent Communication trainer, I enthusiastically support The Center. Jen and Heather inspire me with their vision to support the local community and beyond with educational programs and training that will enhance the overall well-being of people of all ages. Their mission is of most importance at these times of health crisis and struggle. I also recognize the role of The Center in building community and bringing people together around the valuable purpose of wellness and health.”

— Aya Caspi, CNVC Certified Trainer, Grass Valley, CA

“ As a meditation and mindfulness teacher I am excited by the prospect of being able to teach in one location. My ability to offer courses has been limited to trying to find available space. I have taught on the UNR campus and at a business in Midtown. I have looked at several locations that rent their space by the hour when that business is not in use. None of these options are ideal. The spaces are not set up for this type of teaching. The hours of availability are not consistent. Parking has been an issue for my students. The Center is proposing a unique opportunity for teachers and students alike. The space will be DESIGNED for teaching and learning both in small groups and for larger trainings. This business is unique in its holistic approach to health and wellbeing. As a member of the community, and a teacher, I would be thrilled to teach and learn in this beautiful space!”

— Theresa B. Skaar, MBSR Meditation Teacher, Reno, NV

“ This is a great opportunity to meet new people and engage in the community! I love the proximity of it to my school and my home. I can easily see The Center complimenting and enhancing my high school sports endeavors.”

— Allyson Perlich, Galena High School Student, Reno, NV (Arrowcreek)

Community feedback

“ This is a visionary shift in the wellness of our community.”
— **LuAnne Steininger, Reno, NV**

“ I have attended a live wellness retreat from Heather and her Be Well retreat staff. It was life changing for me. She taught me tools that I continue to use to balance my emotions, calm my nervous system, and communicate in a positive way. These tools have been vital to me as I navigate through these challenging times. I have worked with Jen and was immediately swept into her warmth and intelligence. Her ability to convey her caring nature and at the same time bring structure and financial savvy to creating a center like this is a truly wonderful combination. This community center will be a huge asset to any and all who are able to connect with it.”
— **Jenn Goff, MSPT NCS, Colfax, CA**

“ As active parents who are constantly on the go, finding the time and energy to partake in a holistic approach to our health hasn't always been a viable option. Having The Center close by will be a much welcomed instrumental tool for our family to utilize in adding balance to our hectic schedules. The digital platform is a very appealing option as well.”
— **Sarah and Brandon Perlich, Reno, NV (Arrowcreek)**

“ I have been a member of this community for nearly 40 years, first in my youth as a student and athlete, and now as a husband, father, and wellness enthusiast. The Center will be a peaceful sanctuary for people of all ages to learn about the many aspects of wellness, grow their ability to maintain a holistic and healthy lifestyle, and develop meaningful connections with neighbors, practitioners, and thought leaders. The Center will be an enduring learning ecosystem that will enhance the quality of life for our residents and contribute uniquely to the sustainability of our community.”
— **Ryan Costella, Reno, NV**

“ I hope they offer cooking classes for kids, my brother and I enjoying cooking. I also am excited to see the garden area. Nature is beautiful and relaxing to me.”
— **Lydia Perlich, Doral Academy 4th Grader, Reno, NV (Arrowcreek)**

“ The Truckee Meadows could not be more overdue for a center such as this. A beautiful, serene, easily accessible gathering place for education, relaxation, and mindfulness will be appreciated by all. I'm counting down the days until it opens!”
— **Tara Finley, OMD, ND, CGP, MSHN**

Community feedback

“ As a Pilates instructor and mother, it is beautiful to see a center focused on the holistic aspects of living - from exercise and nutrition to meditation and mindfulness. The Center’s focus on all ages will provide an ideal environment for youth to form healthy habits early, while also enabling individuals and families throughout our community to discover the lasting benefits of wellness in their daily lives.”

— Anna Hundtoft, Reno, NV

“ From the lens of a medical doctor, the five pillars of holistic wellness including eat, sleep, strengthen, move, and mediate are important components to most any care plan. It’s refreshing and easy to see the value this organization will bring to the community.”

— Bernard Farzin, MD, Prominence Health Plan, Reno, NV

“ I am writing in support of the above permit application. I believe this center would be an incredible addition to our community that would address not only the whole person but the whole family. As a mom of kindergarten twins, I would value such a resource for my entire family that would be a great experience for us as a family but also to build a stronger, more unified community.”

— Ann Cazalot, Reno, NV

“ Health and wellness are essential parts of development. When students are feeling safe, in control, and happy, they are more likely to succeed in the classroom. Through meditation and yoga, students learn life-long skills that they are able to apply to real world situations. I have been teaching mindfulness in my classroom for the last few years and have seen a huge positive impact on students mental health and overall wellbeing. The Center will be an amazing resource in our community for holistic wellness for all ages.”

— Michelle MacKay, Hunsberger Elementary First Grade Teacher, Reno, NV

“ We are writing in support of the application for the above special use permit for the Center-Holistic Wellness for all Ages. This is a facility of the highest quality, offering health services to the whole family and community that are virtually unique not only to our neighborhood but also to the fast-growing greater south Reno community. The application touches all buttons: location, quality of the building, comprehensive quality services for all ages, and most importantly, highly qualified and experienced owner/operators. On behalf of ourselves, our children and grandchildren, we confidently ask you to approve this application.”

— Dave and Judith Collins, Reno, NV (Montreux)

Community feedback

“ I am thrilled at the opportunity of having a center focused on the mind, body, and soul so close to home and am especially pleased to include my whole family at The Center. Life is often too fast paced and, as we’ve learned, can be filled with uncertainty. The Center’s in person and digital offerings are a wonderful way to maintain balance and offer a sense of community. I fully support the proposed development and cannot wait to engage in the programs to be offered!”

— Janine Nelson, Reno, NV (Galena)

“ This looks incredible, what a cool thing to have in our neighborhood! I love the idea of a community garden and yoga classes (and coffee!!) right near the kids’ schools. Such a great addition to Galena!”

— Chrissy Raman, Reno, NV (Galena)

“ This is a much needed addition to the Reno landscape of health and wellness but at a higher level. We are very excited about the prospect of such a first-class facility being developed in South Reno.”

— Dr. Lali and Simmi Sekhon, Reno, NV (Galena)

“ I am so excited that there is finally going to be a place which my mom and I can both enjoy.”

— Misha Sekhon, Sage Ridge School 7th Grader, Reno, NV (Galena)

“ There is no doubt that an important connection exists between art, public health, and healing; I am so excited for this new opportunity that will bring more art to our community to all ages!”

— Emily Reid, Artist, Reno, NV (Galena)

“ I would like to submit a letter of support for The Center. The building of this facility and its mission would be a welcome addition to south Reno. I live in south Reno and love my community. The presence of a center that supports people across the age continuum for wellness is a great idea. I look forward to actively participating in classes here and even renting space on weekends to offer other courses.”

— Tami U. Brancamp, PhD, Creating Life Excellence, Reno, NV (South Reno)

Community feedback

“ I am writing you to support The Center – Holistic Wellness for all Ages that is coming before your Committee Thursday, June 11, 2020. As you can see from the plans, The Center has been thoroughly planned to enhance not just the mind, body and spirit of the community, it is architecturally very pleasing and well thought out. However, my interest is in the holistic and all age aspects of the project. I have lived in Reno for over 40 years and was a librarian for UNR and Washoe County for 26 of those years. Since my retirement, I have volunteered for Renown, Nevada Museum of Art, OLLI, the Alzheimer’s Assoc, Dementia Friendly and enjoy gardening. The various aspects of The Center, aesthetics, all ages, meditation, yoga and community garden speak to ways that enable people to be engaged, healthy, informed and active in their community.

I worked with Heather Haslem through her former position as Wellness Director at the Sanford Center and her work as an MBSR trainer. She is a very grounded and talented person, who has made wellness, in all its forms, her life’s focus. I have recently met Jen Hutter and her energy and background will just further enhance the project.

My only regret is that I live in another part of town. Thank you.”

– Susan Stewart, Reno, NV

“ I am so excited for The Center to open in my community. The idea that I can have my whole self taken care of in one place is so thrilling. I would love to be able to do physical activity, nutrition, and emotional work all in one place. It would save so much time. I’m also very excited about my children to be able to share all of the wonderful things that The Center can offer.”

– Glenna Milligan, Reno, NV (South Reno)

“ We are writing in support of The Center as it would be a much welcomed addition to South Reno. The idea of having an integrated center that focuses on the 5 pillars of health is incredibly exciting for our family! As parents of two active children we are constantly striving to find balance in our lives. It is exciting to think that there could be a beautiful retreat near our home and school to help us achieve a sense of balance. Wellness is a primary goal of our family and The Center would help to fulfill our needs in one beautiful location. This would provide us the opportunity to surround ourselves with like-minded people and would compliment not only what we practice at home but also what school is providing. I imagine it being a peaceful sanctuary for many students to learn life-long skills to navigate our stressful and constantly changing world. We very much look forward to seeing this come to fruition!”

– Nicole and Eric Gangloff, Reno, NV (South Reno)

Community feedback

“As a parent of a Sage Ridge student, I am grateful that a positive business such as The Center will be across the street from the school. I believe that education extends beyond books in the classroom and The Center offers additional learning for overall well-being. I look forward to the grand-opening with my daughter. ”

— Wendy Mueller, Reno, NV (South Reno)

“Our knowledge of good health and wellness is rapidly evolving. As our community expands, we continue to enhance our city with world-class health care solutions. The presence of a vibrant holistic health and wellness center will benefit our residents and companies throughout the region,”

— Margaret McEwen, Reno, NV (Montreux)

“The team behind The Center is immensely talented, perpetually growing their knowledge, and passionate about wellness. The Center will be Reno area’s gathering place for people wanting to strengthen themselves and their communities. The vision of providing holistic wellness services through addressing sleep, nutrition, motion, strength, and meditation will maximize participants’ abilities to make impactful and lasting changes.

I eagerly look forward to The Center growing with and improving Reno.

— Eric Smedberg, Physical Therapist, Colfax, CA

LEADERSHIP BIOGRAPHIES

Jen Hutter



Co-Founder | Jen has lived in Reno for nearly a decade. She is an entrepreneur, focused on utilizing her expertise in capital raising and business advisory to pursue her passion for holistic health and wellness. Jen spent nearly 20 years raising capital for private real estate funds and joint ventures globally, through her tenure at Credit Suisse and KAP Group, which she founded in 2009 and subsequently sold to the CenterCap Group in 2019. Over the course of her career, Jen advised over 100 real estate managers globally, who collectively secured over \$10 billion in capital commitments. Prior to that, Jen was a founding member of DLJ Strategic Partners, a global private equity fund focused on secondary limited partnership opportunities in private funds. Jen started her career in the Real Estate Finance and Securitization Group at Donaldson, Lufkin, and Jenrette.

Jen earned a Master of Business Administration from the Harvard Business School, where she continues to be involved in alumni fundraising initiatives. She graduated magna cum laude from Southern Methodist University with a Bachelor of Business Administration.

Jen serves as a Nevada Board Member for Communities in Schools, a non-profit organization focused on helping underprivileged children graduate from high school. She is on the Board of Trustees for Sierra Nevada University.

Jen is a private pilot, a certified yoga instructor, and a dedicated student of meditation, nutrition, and holistic wellness. Jen lives in Galena with her husband, Karl, two daughters, Hannah (8) and Marley (6), and their puppy, Peanut.

Heather Haslem



Co-Founder | Heather is a Nevada native. Heather has worked as an entrepreneur, program director, researcher, educator, advocate, leading and teaching others to enhance their own wellbeing. She currently serves as the Director of Aging and Wellness at The Change Companies. Prior to that she served as the Wellness Director at the Sanford Center for Aging at the University School of Medicine (UNR-Med), where she was responsible for the Center's Community Wellness Programs. In addition, she offers mindfulness meditation training, wellness retreats, and integrative health coaching services.

She is a qualified Mindfulness-Based Stress Reduction teacher, a certified yoga instructor, and a Duke University trained Integrative Health Coach and a National Board-Certified Health & Wellness Coach.

Heather received her Bachelor of Science in Psychology, with a Minor in Addiction Treatment and a Master of Science in Human Development & Family Studies, with an emphasis in Gerontology from the University of Nevada, Reno.

Heather lives in Galena with her husband, Brian, son, Sam (6), and their two dogs, George and Bella.

the Center

HOLISTIC WELLNESS FOR ALL AGES



Jen Hutter

Co-Founder

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Heather Haslem

Co-Founder

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☎ (775) 772-9864