



Board of Adjustment Staff Report

Meeting Date: November 3, 2022

Agenda Item: 8E

SPECIAL USE PERMIT CASE NUMBER:

WSUP22-0024 (St. Peter Canisius Catholic Church Addition)

BRIEF SUMMARY OF REQUEST:

To add 5,081 SF to an existing 6,064 SF church

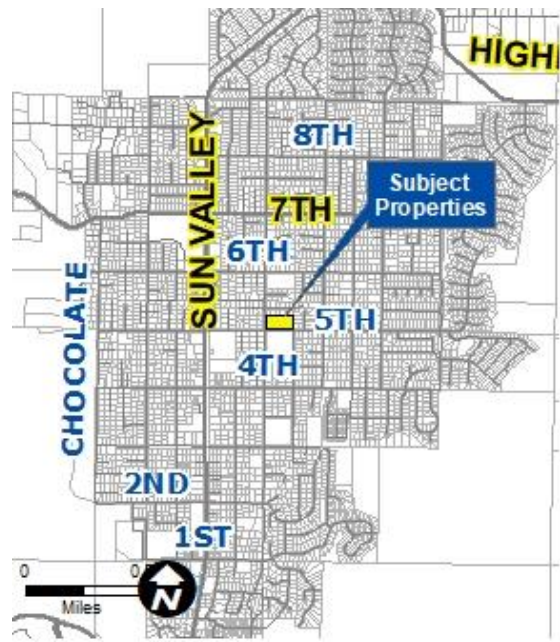
STAFF PLANNER:

Julee Olander, Planner
Phone Number: 775.328.3627
E-mail: jolander@washoecounty.gov

CASE DESCRIPTION

For hearing, discussion, and possible action to approve a special use permit to construct an addition of 5,081 square feet to an existing 6,064 square foot existing church at 255 E. 5th Ave.

Applicant/ Property Owner:	St. Peter Canisius Real Property LLC
Location:	255 E .5 th Ave.
APN:	085-252-02
Parcel Size:	4.47 acres
Master Plan:	Suburban Residential (SR)
Regulatory Zone:	Medium Density Suburban (MDS)
Area Plan:	Sun Valley
Development Code:	Authorized in Article 302, Allowed Uses & Article 810, Special Use Permits
Commission District:	3 – Commissioner Jung



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 with conditions Special Use Permit Case Number WSUP22-0024 for St. Peter Canisius Real Property 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 11)

Staff Report Contents

Special Use Permit 3

Site Plan..... 4

Enlarged Site Plan 5

Background.....5

Project Evaluation5

Existing Site Layout 6

Existing Floor Plan 6

Proposed Floor Plan 7

Proposed Building Elevations 8

Traffic Plan..... 9

Landscaping & Drainage.....9

Landscape Plan 9

Neighborhood Meeting..... 10

Area Plan Evaluation 10

Reviewing Agencies..... 10

Recommendation 11

Motion 11

Appeal Process..... 12

.....

Exhibits Contents

Conditions of Approval..... Exhibit A

Agency Comments..... Exhibit B

Neighborhood Meeting Summary Exhibit C

Public Notice Exhibit D

Project Application Exhibit E

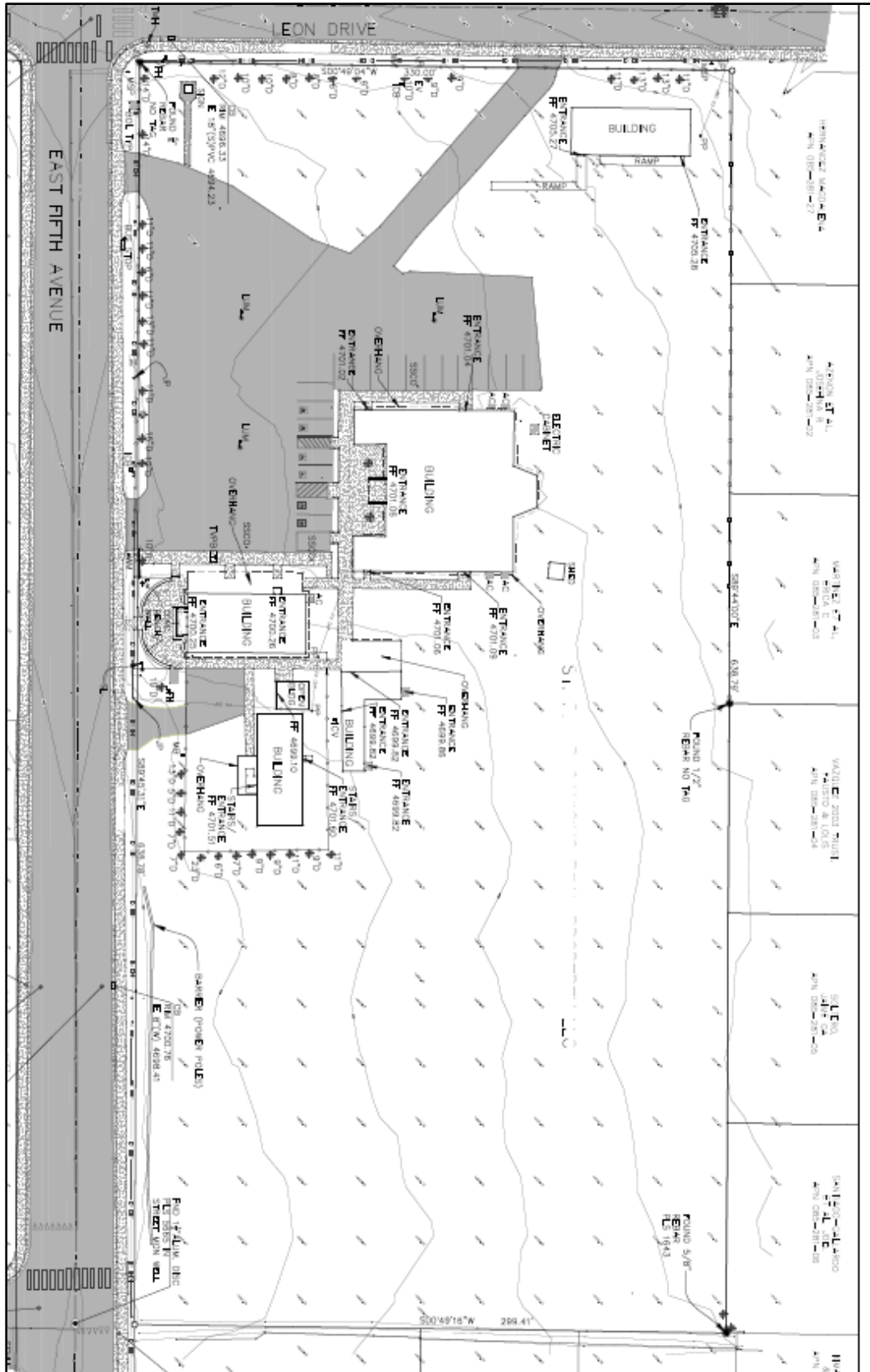
Special Use Permit

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

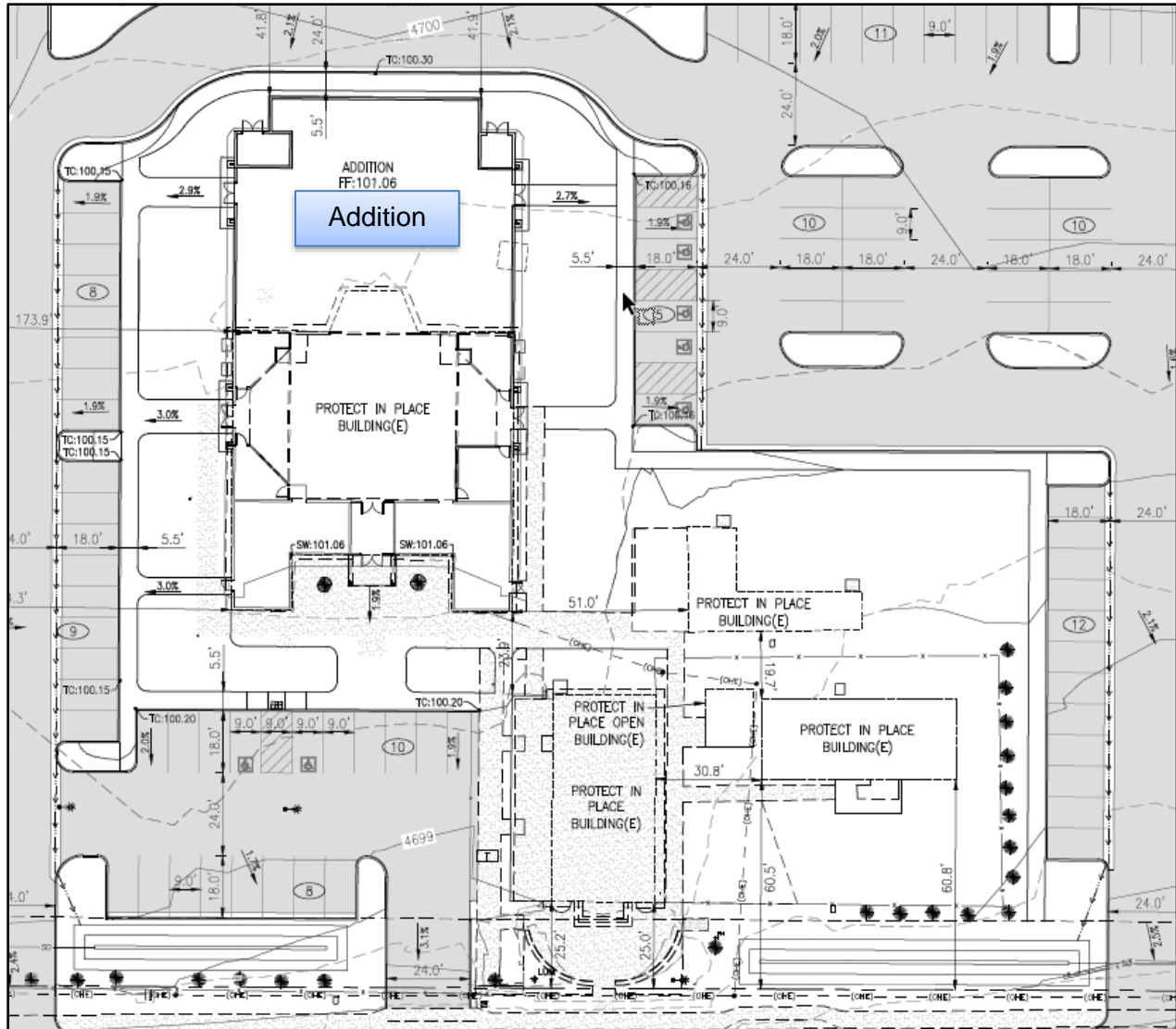
- Prior to permit issuance (i.e. a grading permit, a building permit, etc.)
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure
- Prior to the issuance of a business license or other permits/licenses
- Some conditions of approval are referred to as “operational conditions.”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

The conditions of approval for Special Use Permit Case Number WSUP22-0024 are attached to this staff report and will be included with the action order.

The subject property has a regulatory zone of Medium Density Suburban (MDS). The proposed use of religious assembly which is classified as a civic use is permitted in MDS with a special use permit per WCC Table 110.302.05.1. Therefore, the applicant is seeking approval of this SUP from the Board of Adjustment.



Site Plan



Enlarged Site Plan

Background

The applicant received approval for Special Use Permit WSUP20-0019 on July 1, 2021 for 1,440 SF modular building for a food pantry and resource hub services. The food pantry building is located in the northwest corner of the site.

Project Evaluation

The request is to authorize the addition of 5,081 SF to the existing 6,064 SF St. Peter Canisius Catholic Church. The site’s regulatory zone is Medium Density Suburban (MDS) and a special use permit (SUP) is required for the religious assembly use per WCC Table 110.302.05.3. Religious assembly use type is established on the site for the current building. However, because the expansion of the use, i.e. size of the new proposed addition, the property needs to apply for a SUP for the new structure per WCC110.810.60(a)(3).

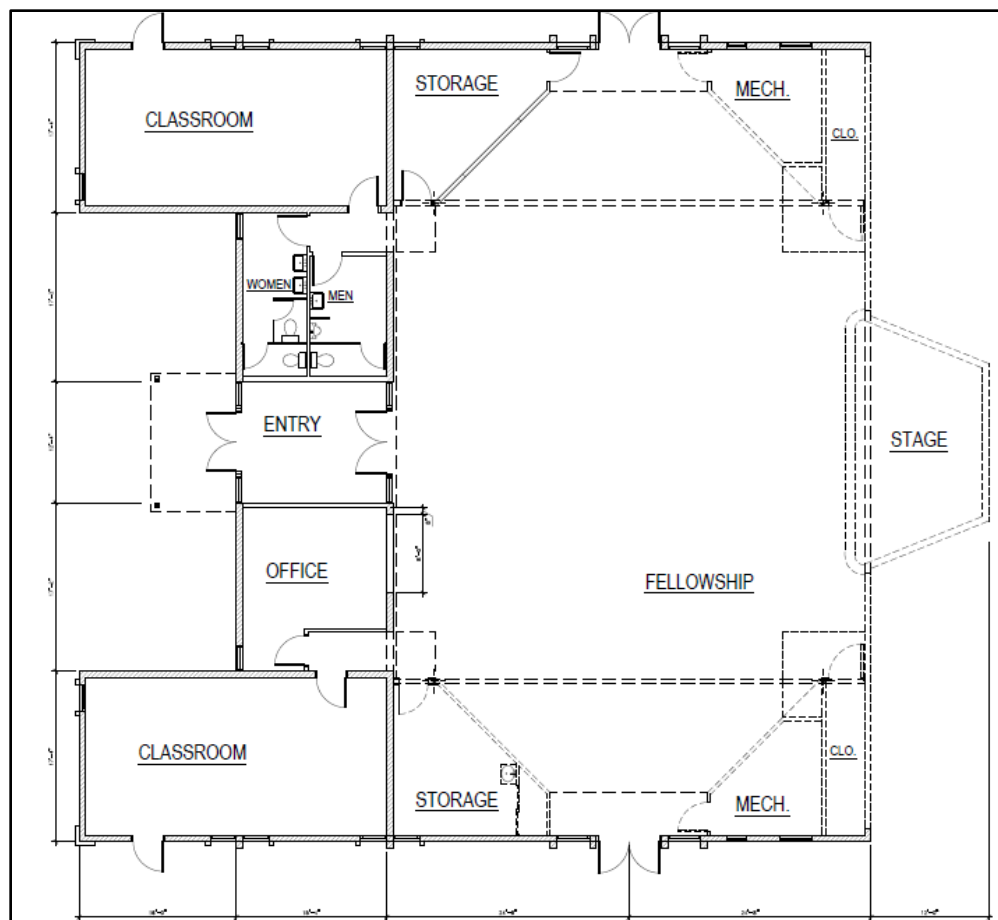
The parcels to the north, west and east also have a regulatory zone of MDS. The parcel to the south is Sun Valley Elementary School, with a regulatory zone of Public and Semi-Public Facilities (PSP). The master plan designation for the parcel and the surrounding parcels is Suburban

Residential (SR). The parcel is in the Sun Valley Area Plan and is within the Suburban Character Management Area.

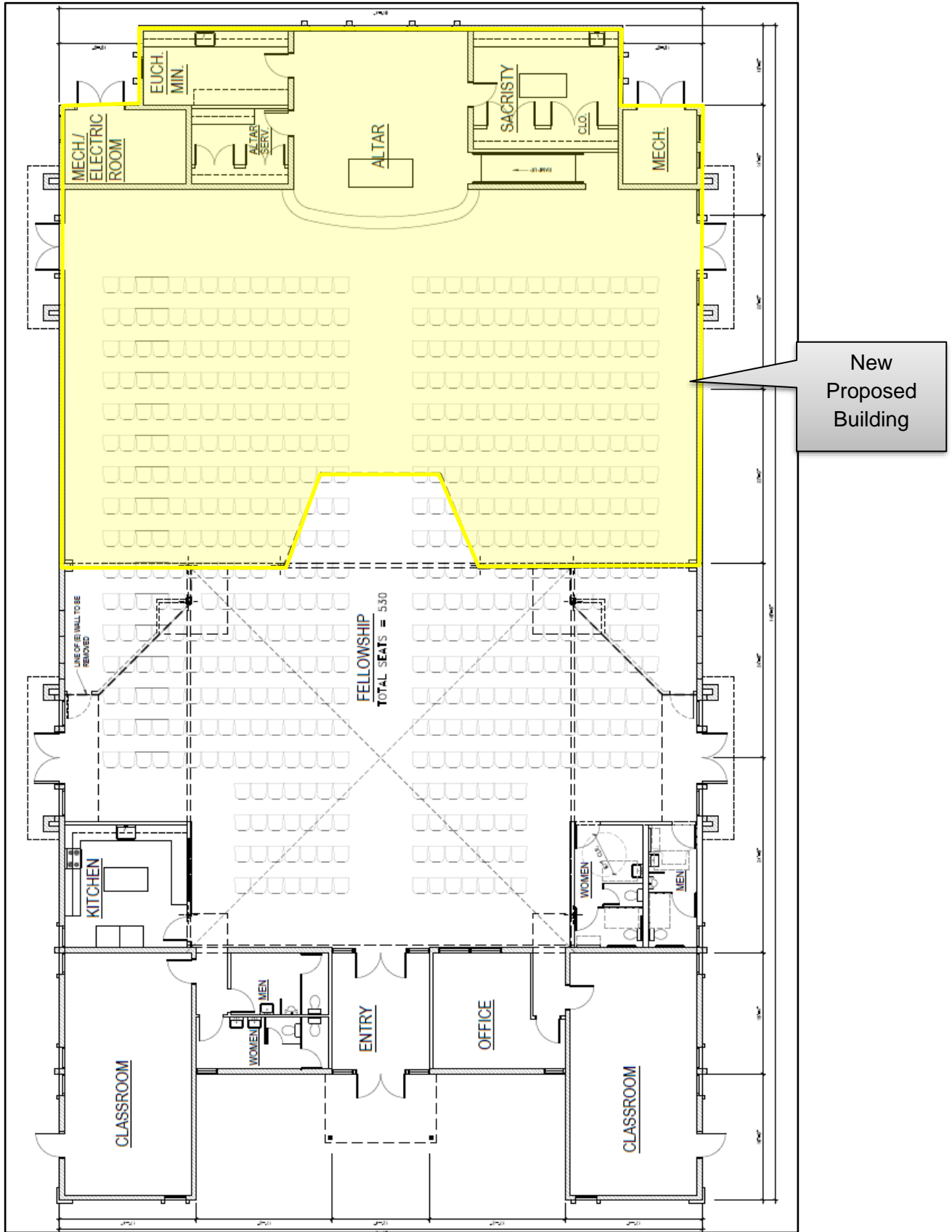
The site is fairly flat and the grading of the site according to the applicant will be a total of 3,390 cubic yards (cy) of cuts and 180 cy of fill, with a total net of 3,210 cy. The applicant intends to utilize all the remaining cut material onsite and minimize exporting of material.



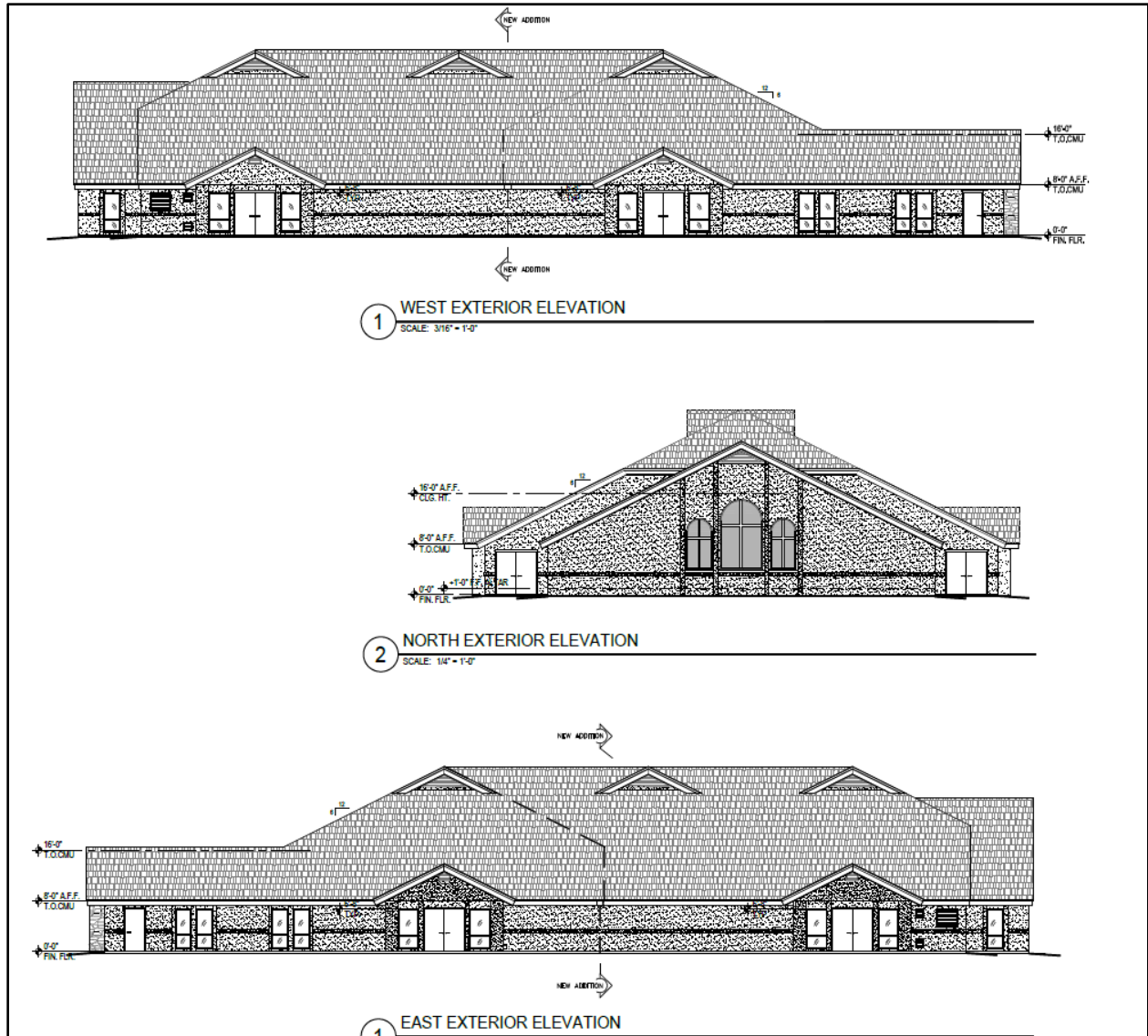
Existing Site Layout



Existing Floor Plan



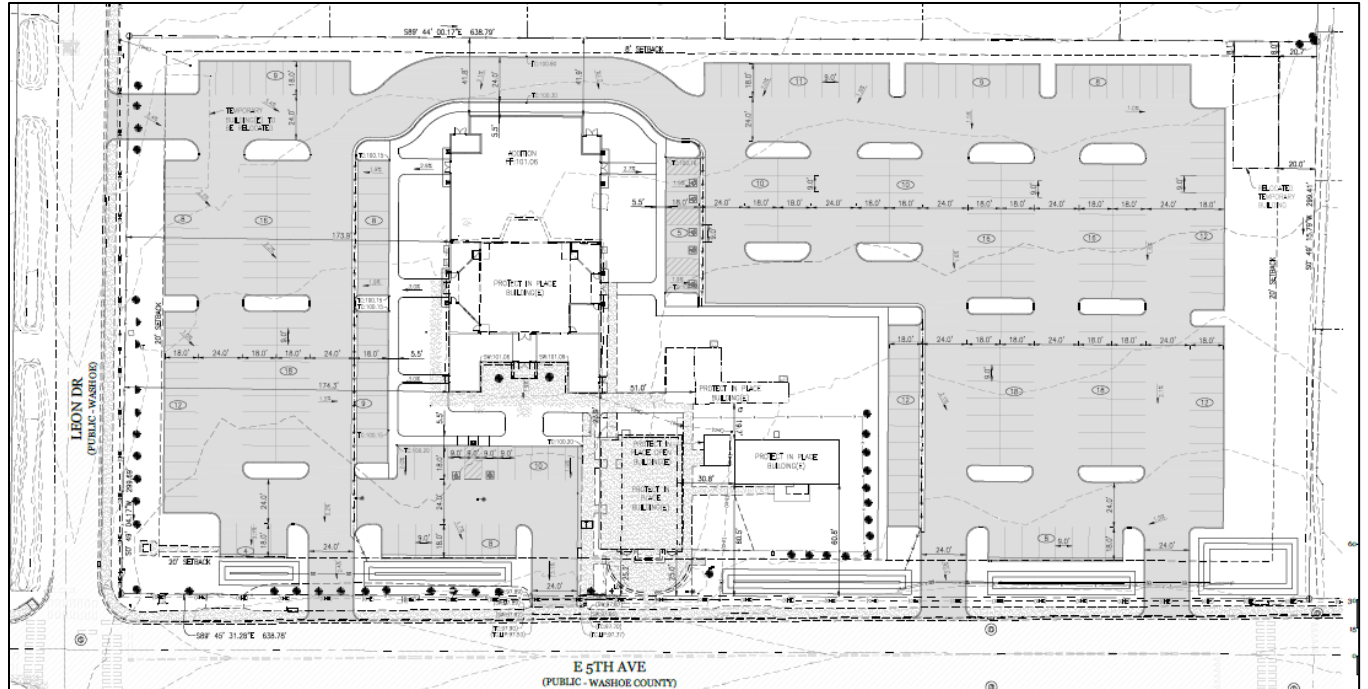
Proposed Floor Plan



Proposed Building Elevations

Traffic/Parking

The main access to the site is from E 5th Avenue, with a proposed new access from Leon Drive. The traffic analysis letter was updated for this addition, indicating that the church is not anticipated to have additional traffic with the proposed 5,081 SF building addition. The site plan was updated (see Traffic Plan below) with changes to “allow the church to better meet the demand that already exists”. The traffic letter further indicates that the primary issues are “unorganized manner of existing parking and circulation conditions”. Several recommendations are listed in the letter including the plan below, which the applicant indicates will be installed. The conditions of approval have additional requirements to address traffic and parking for the site.



Traffic Plan

Landscaping & Drainage

The applicant is proposing to landscape all disturbed areas. Landscaping is planned along E. 5th Ave. and Leon Drive to buffer the site from the surrounding neighbors. Drip irrigation will be installed to the existing and new landscaping. The site naturally drains toward E. 5th Ave. and the applicant is proposing to locate the onsite detention area along E. 5th Ave. between the driveway accesses (see the Landscape Plan below along E 5th Ave.).



Landscape Plan

Neighborhood Meeting

A neighborhood meeting was held on July 28th at 6 pm at the project site. Approximately 80 people attended and the applicant’s representative gave a presentation on the proposed addition to the church. The attendees were overall supportive of the project and appreciative of the opportunity to offer input and have their questions addressed. There was a request for another driveway at the southeast corner of the to the site along E. 5th Ave.

Area Plan Evaluation

The subject parcel is located within the Sun Valley Area Plan. There are no specific Area Plan policies pertinent for the use of religious assembly.

Reviewing Agencies

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

Agencies	Sent to Review	Responded	Provided Conditions	Contact
Washoe County Building & Safety	X	X	X	Rosa Landis, rlandis@washoecounty.gov
Washoe County Engineering & Capital Projects	X	X	X	Robert Wimer, rwimer@washocounty.gov
Washoe County Land Development (All Apps)	X			
Washoe County Sewer	X			
Washoe County Traffic	X			
Washoe County Water Rights Manager (All Apps)	X	X	X	Timber Weiss, tweiss@washoecounty.gov
WCHD Environmental Health	X	X		James English, jenglish@washoecounty.gov
TMFPD	X	X	X	Dale Way, dway@tmfpd.us;
Regional Transportation Commission (All Apps)	X			
Washoe-Storey Conservation District (All Apps)	X	X		Jim Schaffer, shafferjam51@gmail.com
Sun Valley GID	X	X	X	Brad Baeckel, baeckel@svgid.com

All conditions required by the contacted agencies can be found in Exhibit A, Conditions of Approval.

Staff Comment on Required Findings

WCC Section 110.810.30, Article 810, *Special Use Permits*, requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the request. Staff has completed an analysis of the special use permit application and has determined that the proposal is in compliance with the required findings as follows.

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

Staff Comment: There are no policies or action programs within the Sun Valleys Area Plan that prohibit the establishment of a religious assembly. For this reason, the use is

consistent with the action programs, policies, standards and maps of the Master Plan and the Sun Valley Area Plan.

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

Staff Comment: The addition of a church building (religious assembly use) is proposed on the site with existing church facilities. The new building will connect to the existing services, including sewer service, water service and power. The new addition with the proposed conditions of approval, will continue to provide the needed utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities are either available or have been provided.

3. Site Suitability. That the site is physically suitable for Religious Assembly and for the intensity of such a development.

Staff Comment: The site is currently being used for religious assembly use and the additional building to the site and will not significantly impact the site. The applicant is proposing to update the traffic circulation, which will address access issues to the site and onsite parking.

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

Staff Comment: The site is currently being used for religious assembly and the proposed new building will not detrimentally impact the public health, safety or welfare, adjacent properties or the surrounding area. The applicant is proposing to update the traffic circulation, which will address access issues to the site and onsite parking. The conditions of approval will further provide requirements for the facility to operate without significant negative impact upon the surrounding area and 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.

Staff Comment: There is no military installation in the area required to be noticed for this permit. Therefore, there is no detrimental effect.

Recommendation

After a thorough analysis and review, Special Use Permit Case Number WSUP22-0024 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 with conditions Special Use Permit Case Number WSUP22-0024 for St. Peter Canisius Real Property 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:

- (a) Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Sun Valley Area Plan;
- (b) 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;
- (c) Site Suitability. That the site is physically suitable for religious assembly and for the intensity of such a development;
- (d) 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;
- (e) Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Appeal Process

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

Applicant/Property Owner: St. Peter Canisius Real Property LLC
mikeQ@catholicreno.org

Representatives: Architects + LLC
gerny@architectsplusreno.com



Conditions of Approval

Special Use Permit Case Number WSUP22-0024

The project approved under Special Use Permit Case Number WSUP22-0024 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on November 3, 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.

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.

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 – Julee Olander, Planner 775.328.3627, jolander@washoecounty.gov

- 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.
- 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 years from the date of approval by Washoe County. The applicant shall complete construction within the time specified by the building permits.
- d. 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.

- d. Construction hours are 7am to 7pm Monday through Saturday.

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 – Contact Information: Robert Wimer, P.E. 775.328.2059, rwimer@washoecounty.gov

- a. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
- b. For construction areas larger than 1 acre, the developer shall obtain from the Nevada Division of Environmental Protection a Stormwater Discharge Permit or Waiver for construction and submit a copy to the Engineering Division prior to issuance of a grading permit.
- c. The developer shall complete and submit the Construction Permit Submittal Checklist and pay the Construction Stormwater Inspection Fee prior to obtaining a grading permit. The County Engineer shall determine compliance with this condition.
- d. Applicant shall indicate on the plans where exported materials will be taken and a grading permit shall be obtained for the import site.
- e. Exported materials shall not be sold without the proper business license.
- f. A grading bond of \$2,000/acre of disturbed area shall be provided to the Engineering Division prior to any grading.
- g. Cross-sections indicating cuts and fills shall be submitted when applying for a grading permit. Estimated total volumes shall be indicated.
- h. 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.

Methods and seed mix must be approved by the County Engineer with technical assistance from the Washoe-Storey Conservation District. The applicant shall submit a revegetation plan to the Washoe-Storey Conservation District for review.

- i. The developer shall provide pretreatment for petrochemicals and silt for all storm drainage from the site to the satisfaction of the County Engineer.
- j. The following note shall be added to the construction drawings; "All properties, regardless if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitch Fink, 775.328.2050, mfink@washoecounty.gov

- k. Update the project Trip Generation Report to show the new traffic circulation route and provide updated recommendations, based on the current site plan configuration.
- l. All roadway improvements necessary to serve the project shall be designed and constructed to County standards and specifications.
- m. An Encroachment and Excavation Permit shall be obtained from Washoe County Engineering and Capital Projects Division for any utilities or other encroachments/excavations constructed within existing County roadways/right-of-ways.
- n. Proposed landscaping and/or fencing along street rights-of-way shall be designed to meet American Association of State Highway and Transportation Officials (AASHTO) sight distances and safety guidelines and Washoe County Code sight triangle requirements. No tree shall overhang the curb or sidewalk line of any public street.

Washoe County Water Management Planner Coordinator

3. The following conditions are requirements of Washoe County Water Management Planner Coordinator, who shall be responsible for determining compliance with these conditions.

Contact: Timber Weiss, 775.328.3699, tweiss@washoecounty.gov

- a. This property is served by Sun Valley General Improvement District (SVGID). Applicant must provide a will serve letter in support of the proposed project, or an acknowledgment letter from SVGID, the water supplier, indicating that sufficient water rights are available to the proposed project prior to building permit issuance.

Please provide a copy of the will serve letter as a document to the building permit and also email a copy of the SVGID approval to: tweiss@washoecounty.gov

Truckee Meadows Fire Protection District

4. The following condition is a requirement of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with this condition.

Contact Name – Dale Way, Deputy Fire Chief, 775. 326-6000, dway@tmfpd.us

- a. 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/>

Washoe County Building Department

5. The following condition is a requirement of the Washoe County Building Department which shall be responsible for determining compliance with this condition.

Contact Name – Rosa Landis, 775.328.2034, rlandis@washoecounty.gov

- a. The project must meet the requirements of the 2018 IBC and the 2018 IEBC.

Sun Valley General Improvement District (SVGID)

6. The following condition is a requirement of the SVGID which shall be responsible for determining compliance with this condition.

Contact Name – Brad Baeckel, Public Works Director, 775.673.2220, baeckel@svqid.com

- a. Additional facility fees and water rights may be required and Backflows need to be installed on new and existing services.

*** End of Conditions ***

From: [Landis, Rosa](#)
To: [Olander, Julee](#)
Subject: September Agency Review - Memorandum II, Items 1 & 6
Date: Tuesday, September 27, 2022 1:20:28 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Good afternoon Julee,

I have reviewed items 1 & 6 for the Building Division and here are my comments:

Item 6 – WSUP22-0024 (St. Peter Catholic Church)

- Based on the information provided, this structure or portions of this structure will be considered an A-3 occupancy type due to the religious assembly use. The project must meet the requirements of the 2018 IBC and the 2018 IEBC. More information is needed to determine if the size of the proposed building is allowable. Structures containing an A-3 occupancy that are **not** provided with a sprinkler system and constructed with type 5B construction cannot exceed 6,000 sqft in total size. I would recommend a pre-development meeting with the Building Division to go over project limitations and code requirements prior to permit submittal.

Please let me know if you have any questions or need additional information.

Thank you,



Rosa Landis

ICC Certified Plans Examiner | Community Services Department

RLandis@washoecounty.gov | Direct Line: 775.328.2034

In-Office Hours: Mon & Tues, 7:30 am – 4:30pm

Visit us online: www.washoecounty.us/csd

For Building call: 775.328.2020

Building Email: building@washoecounty.gov

1001 E. 9th Street, Reno, NV 89512



Have some kudos to share about a Community Services Department employee or experience?

☆ [Submit a Nomination](#) ☆



Date: October 13, 2022

To: Julee Olander, Planner

From: Robert Wimer, P.E., Licensed Engineer

Re: Special Use Permit for **St. Peter Catholic Church WSUP22-0024**
APN 085-252-02

GENERAL PROJECT DISCUSSION

Washoe County Engineering staff has reviewed the above referenced application. The Special Use Permit is for the construction of a 5,081 square foot addition to the existing Catholic Church worship facility along with associated site improvements and is located on approximately 4.47 acres at the northeast corner of E 5th Avenue and Leon Drive in Sun Valley. The Engineering and Capital Projects Division recommends approval with the following comments and conditions of approval which supplement applicable County Code and are based upon our review of the site and the application prepared by Architects Plus LLC. The County Engineer shall determine compliance with the following conditions of approval.

For questions related to sections below, please see the contact name provided.

GENERAL CONDITIONS

Contact Information: Robert Wimer, P.E. (775) 328-2059

1. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
2. For construction areas larger than 1 acre, the developer shall obtain from the Nevada Division of Environmental Protection a Stormwater Discharge Permit or Waiver for construction and submit a copy to the Engineering Division prior to issuance of a grading permit.
3. The developer shall complete and submit the Construction Permit Submittal Checklist and pay the Construction Stormwater Inspection Fee prior to obtaining a grading permit. The County Engineer shall determine compliance with this condition.

4. Applicant shall indicate on the plans where exported materials will be taken and a grading permit shall be obtained for the import site.
5. Exported materials shall not be sold without the proper business license.
6. A grading bond of \$2,000/acre of disturbed area shall be provided to the Engineering Division prior to any grading.
7. Cross-sections indicating cuts and fills shall be submitted when applying for a grading permit. Estimated total volumes shall be indicated.
8. 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. Methods and seed mix must be approved by the County Engineer with technical assistance from the Washoe-Storey Conservation District. The applicant shall submit a revegetation plan to the Washoe-Storey Conservation District for review.

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

Contact Information: Robert Wimer, P.E. (775) 328-2059

1. The developer shall provide pretreatment for petrochemicals and silt for all storm drainage from the site to the satisfaction of the County Engineer.
2. The following note shall be added to the construction drawings; "All properties, regardless if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitchell Fink, P.E. (775) 328-2050

1. Update the project Trip Generation Report to show the new traffic circulation route and provide updated recommendations, based on the current site plan configuration.
2. All roadway improvements necessary to serve the project shall be designed and constructed to County standards and specifications.
3. An Encroachment and Excavation Permit shall be obtained from Washoe County Engineering and Capital Projects Division for any utilities or other encroachments/excavations constructed within existing County roadways/right-of-ways.
4. Proposed landscaping and/or fencing along street rights-of-way shall be designed to meet American Association of State Highway and Transportation Officials (AASHTO) sight distances and safety guidelines and Washoe County Code sight

triangle requirements. No tree shall overhang the curb or sidewalk line of any public street.

UTILITIES (County Code 422 & Sewer Ordinance)

Contact Information: Tim Simpson, P.E. (775) 954-4648

1. No utilities related comments.

From: [Way, Dale](#)
To: [Olander, Julee](#)
Cc: [Lemon, Brittany](#)
Subject: WSUP22-0024 (St Peter Catholic Church)
Date: Friday, September 16, 2022 9:47:49 AM
Attachments: [image001.png](#)

Julee,

“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.

Dale Way

Deputy Fire Chief | Truckee Meadows Fire & Rescue

dway@tmfpd.us | Office: 775.326-6000

3663 Barron Way, Reno, NV 89511



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

From: bbaeckel@svgid.com
To: [Olander, Julee](#)
Cc: [Melton, Chris \(External Contact\)](#)
Subject: WSUP22-0024
Date: Thursday, September 15, 2022 12:43:52 PM

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

Julie,

I have the following comments for the above permit:

Address is currently a multiunit and services need to be separated per Tariff Rule 20. Tap fees, additional facility fees and water rights may be required.

Backflows need to be installed on new and existing services.

Thanks,

Brad Baeckel

Public Works Director

Sun Valley General Improvement District

5000 Sun Valley Blvd.

Sun Valley, NV 89433

Phone: (775) 673-2220

Fax: (775) 673-7708

www.svgid.com

"The information contained in this e-mail is confidential and may be legally privileged. It is intended only for the use of the individual or entity named above. If you are not an intended recipient or if you have received this message in error, you are hereby notified that any dissemination, distribution, or copy of this e-mail is strictly prohibited. If you have received this e-mail in error, please immediately notify us by return e-mail or telephone if the sender's phone number is listed above, then promptly and permanently delete this message. Thank you for your cooperation and consideration."

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

September 18, 2022

Washoe County Community Services
Planning and Development Division

RE: St. Peter Catholic Church; 085-252-02
Special Use Permit; WSUP22-0024

Dear Washoe County Staff:


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

Contact Name – James English - jenglish@washoecounty.us

- a) Condition #1: The application is for a parcel which is served by community water and sewerage systems.
- b) Condition #2: The WCHD has no concerns or conditions for the approval of the application as submitted.

If you have any questions or would like clarification regarding the foregoing, please contact James English, EHS Supervisor at jenglish@washoecounty.us regarding all Health District comments.

Sincerely,


James English, REHS, CP-FS
EHS Supervisor
Environmental Health Services
Washoe County Health District





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

September 20, 2022

Washoe County Community Services Department

C/O Julee Olander, Planner

1001 E Ninth Street, Bldg. A

Reno, NV 89512

R: WSUP22-024 St. Peters Catholic Church

Dear Julee,

In reviewing the special use permit for the addition of 5,081 square feet, the Conservation District has the following comments.

In designing and building the swale detention basin placing 4-to 8-inch rock in the bottom of the infrastructure and constructing an infiltration gallery two feet deep and three feet basin wide the length of the basin to reduce storm water flows in the downstream infrastructure.

The District supports matching the existing facility to the new addition.

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

Sincerely,

Jim Shaffer



WASHOE COUNTY
COMMUNITY SERVICES
INTEGRITY COMMUNICATION SERVICE

1001 East 9th Street
Reno, Nevada 89520-0027
Phone: (775) 328-3600
Fax: (775) 328-3699

September 28, 2022

TO: Julee Olander, Planner, CSD, Planning & Development Division
FROM: Timber Weiss, PE, Licensed Engineer, CSD
SUBJECT: Special Use Permit Case Number WSUP22-0024 (St. Peter Catholic Church)

Project description:

The applicant is proposing to approve a special use permit to allow the use type of Religious Assembly and to permit the addition of 5,081 SF to an existing 6,064 SF building at 255 E. 5th Ave.

Assessor's Parcel Number: 085-252-02.

The Community Services Department (CSD) recommends approval of this project with the following Water Rights conditions:

This property is served by Sun Valley General Improvement District (SVGID). Applicant must provide a will serve letter in support of the proposed project, or an acknowledgment letter from SVGID, the water supplier, indicating that sufficient water rights are available to the proposed project prior to building permit issuance.

Please provide a copy of the will serve letter as a document to the building permit and also email a copy of the SVGID approval to: tweiss@washoecounty.gov

Meeting Summary

Neighborhood Meeting
St. Peter Canisius Catholic Church Addition
255 E. 5th St.
Sun Valley, Nevada 89433
Page 1

Meeting Location: Parish Prayer Chapel
255 E. 5th Street
Sun Valley, Nevada 89433

Meeting Date: Thursday, July 28, 2022
Meeting Time: 6:00pm to 7:00pm

Attendance: Approximately 80 people
Attendees consisted of about 10 persons who are project neighbors with the balance being members of the St. Peter Canisius Catholic Church parish.

Mike Quillici – Project Manager for the Catholic Diocese of Reno
Fr. Edgar Villanueva – Parish Priest – St. Peter Canisius Catholic Church

Meeting Minutes:

The parish prayer chapel was almost at capacity with those in attendance. The temperature both outside and inside the chapel was very warm. The chapel is not air conditioned and many fans were set up throughout the space to help keep the attendees comfortable. However, the fans made it difficult to hear the voices of those in the room when questions were asked.

The meeting was facilitated by Gregory L. Erny FAIA, NCARB, project architect. Those in attendance were Spanish speaking. Fr. Edgar Villanueva, parish priest, served as translator between architect, Greg Erny, and the meeting attendees.

Greg Erny welcomed everyone to the neighborhood meeting and informed those in attendance He invited those in attendance to feel free to ask questions throughout the discussions. He requested everyone be respectful to fellow attendees in the audience and informed everyone that he would entertain questions and concerns from only one person at a time. Fr. Villanueva would translate questions posed in Spanish and then translate the answers from the Mr. Erny in Spanish back to the person raising the question.

Meeting Summary

Neighborhood Meeting

St. Peter Canisius Catholic Church Addition

255 E. 5th St.

Sun Valley, Nevada 89433

Page 2

The proposed layout for the site was presented incrementally using a site plan drawing to allow Fr. Edgar to translate the verbal portion of the presentation by Mr. Erny to the audience. The location of the addition to the existing church was presented along with the parking and landscaping. Currently, most of the site is unimproved and does not comply with Washoe County parking and landscaping requirements. It was noted that there were three automobile ingress/egress locations on E. 5th Street and one on Leon Dr. Landscaping improvements were proposed along both 5th Street and Leon Dr. and also along the property lines at the north and east sides of the property. A drop off area at the front of the existing church was proposed to facilitate movement traffic off of 5th Street. It was discussed that the organized driveways and parking layout would facilitate movement of traffic off of the streets. The parking lot layout also organizes and maintains traffic aisles on the site for emergency vehicles. It was also discussed that storm water retention areas were designed into the landscaping along 5th Street to retain storm water runoff.

A request was made by a member of the audience to add another driveway along 5th Street at the southeast corner of the site to facilitate traffic to both the church parking lot and the relocated Catholic Charities' the food distribution facility at that corner of the property. The current food distribution facility is located at the northwest corner of the property.

Outside of the request for an additional driveway access, no objections or concerns to the proposed site layout were voiced by any members of the audience.

The layout of the existing church was reviewed to provide context for how the existing church would be expanded to the north. The existing church seats approximately 250 to 275 people. The proposed expansion would comfortably accommodate up to 530 worshippers. Additionally, the proposed layout would provide separate spaces for the sacristy, eucharistic ministers, and altar servers. New handicapped accessible male and female restrooms are proposed. The existing building restrooms would also be retained. While a warming kitchen was indicated on the proposed building plan, it was discussed that the worship space would be used exclusively for worship and the warming kitchen could be eliminated. It was also discussed that locations for a confessional and baptismal fountain were needed. Discussions occurred regarding the need for a segregated area for the church musicians and choir.

The exterior elevations of the building were presented. The new addition would be an extension of the existing building both in shape and materials. New gabled entries were proposed at the entries on the east and west side of both the existing and new portions of the building to provide better weather protection to the entries and also break up the façade of those elevations.

Meeting Summary

Neighborhood Meeting

St. Peter Canisius Catholic Church Addition

255 E. 5th St.

Sun Valley, Nevada 89433

Page 3

The audience was very engaged making the meeting very productive. The need to translate the discussions to and from the audience presented some challenges but overall, the audience was very appreciative of the project and the opportunity to offer input and have their questions addressed.

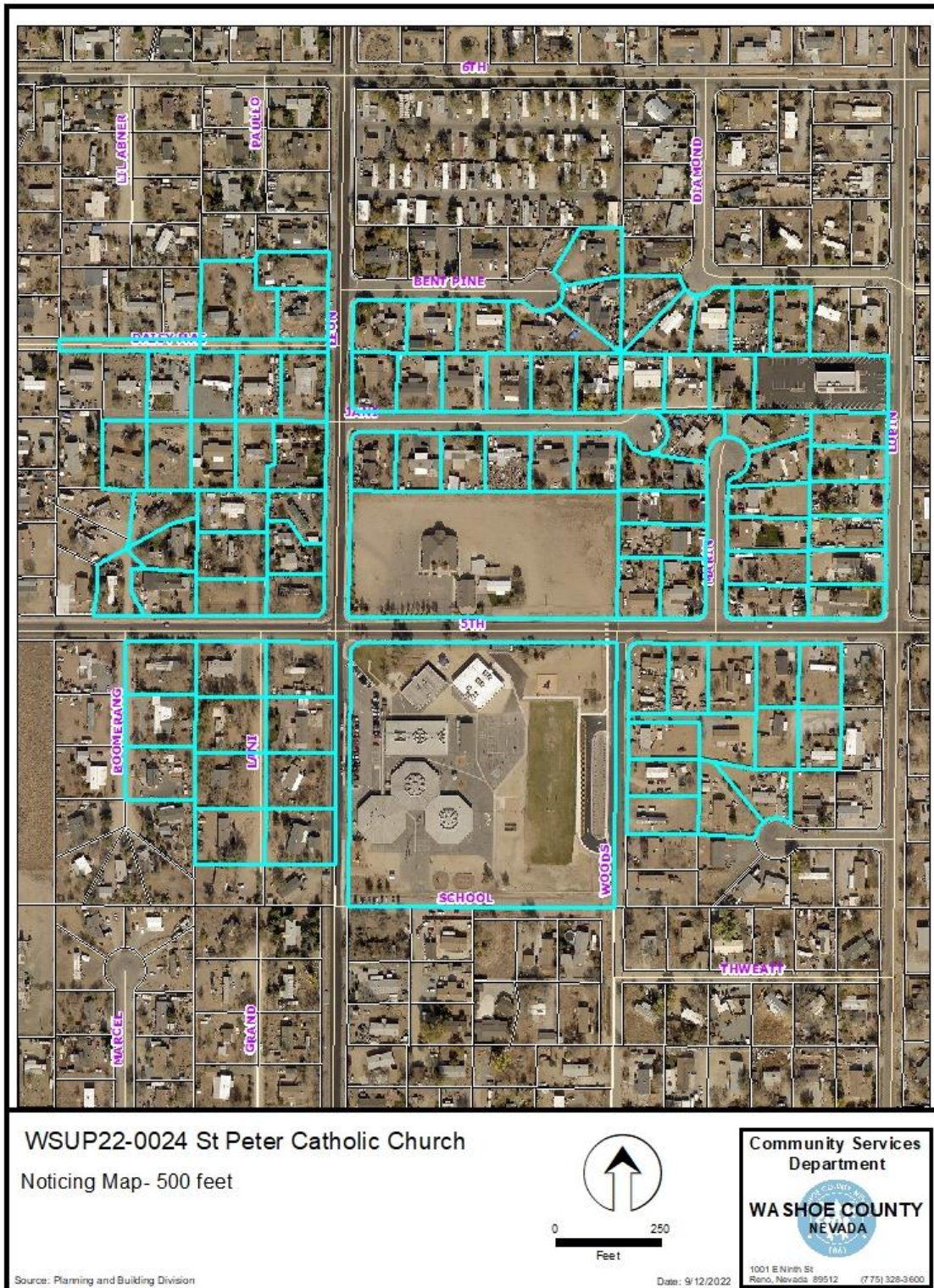
The meeting formally ended after 7pm but many attendees stayed around to ask questions of both Fr. Villanueva and the architect. The comment cards from members of the audience were very positive.

Public Notice

Washoe County Code requires that public notification of a Special Use Permit be mailed to a minimum of 30 separate property owners within a minimum 500-foot radius of the subject property a minimum of 10 days prior to the public hearing date. This proposal was noticed within a 500-foot radius of the subject property, noticing 89 separate property owners a minimum of 10 days prior to the public hearing date.

Public Notice Map

Special Use Permit Case Number WSUP22-0024



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: St. Peter Canisius Catholic Church Addition			
Project Description: 5081 sf addition to the existing 6,064 sf main building of worship on the site.			
Project Address: 255 E. 5th Ave., Sun Valley, Nevada 89433			
Project Area (acres or square feet): 4.47 Acres			
Project Location (with point of reference to major cross streets AND area locator): 255 E. 5th St., Sun Valley, Nevada. Cross Streets - E. 5th Ave. and Leon Dr.			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
085-252-02	4.47		
Indicate any previous Washoe County approvals associated with this application: Case No.(s). Unaware of any previous approvals associated with this property.			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: St. Peter Canisius Real Property LLC		Name: Architects + LLC	
Address: 290 S. Arlington Ave. Reno, NV Zip: 89501		Address: 35 Martin St. Reno, NV Zip: 89509	
Phone: 775-329-9274 Fax: 348-8619		Phone: 775-329-8001 Fax:	
Email:		Email: gerny@architectsplusreno.com	
Cell: 775-771-1743 Other:		Cell: 775-722-8001 Other:	
Contact Person: Mike Quillici		Contact Person: Gregory Erny FAIA NCARB	
Applicant/Developer:		Other Persons to be Contacted:	
Name: St. Peter Canisius Real Property LLC		Name: Mike Quillici	
Address: 290 S. Arlington Ave. Reno, NV Zip: 89501		Address: 290 S. Arlington Ave. Reno, NV Zip: 89501	
Phone: 775-329-9274 Fax: 348-8619		Phone: 775-326-9432 Fax:	
Email: MikeQ@catholicreno.org		Email: MikeQ@catholicreno.org	
Cell: 775-771-1743 Other:		Cell: 775-771-1743 Other:	
Contact Person: Mike Quillici		Contact Person: Mike Quillici	
For Office Use Only			
Date Received: Initial:		Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Special Use Permit Application Supplemental Information

(All required information may be separately attached)

1. What is the project being requested?

Request is to allow a 5,081 sf addition to the existing 6,064 Catholic Church worship facility along with associated site improvements.

2. Provide a site plan with all existing and proposed structures (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.)

Site Plan has been provided.

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

The initiation of work is dependent on raising the funds required for development of the project. Construction of the project will hopefully be initiated within the next 6 months.

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

The proposed project is an addition to the existing Catholic Church worship building on the site. The 4.4 acre site has ample room to accommodate the addition and the site improvements required to bring the site in compliance with the development code.

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

The proposed project will bring existing site into compliance with Washoe County parking and landscaping development standards. The improved site parking will improve traffic flow to and from the site during peak weekend use.

6. What are the anticipated negative impacts or affect your project will have on adjacent properties? How will you mitigate these impacts?

No negative impacts are anticipated to adjacent properties. The proposed facilities and site improvements will provide improvements to accommodate the number of church parishioners who are already using the site.

7. Provide specific information on landscaping, parking, type of signs and lighting, and all other code requirements pertinent to the type of use being purposed. Show and indicate these requirements on submitted drawings with the application.

Proposed landscaping, parking, and site lighting are included in drawings attached herewith.

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

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

9. Utilities:

a. Sewer Service	Sun Valley General Improvement District
b. Electrical Service	NV Energy
c. Telephone Service	
d. LPG or Natural Gas Service	Natural Gas
e. Solid Waste Disposal Service	Waste Management
f. Cable Television Service	
g. Water Service	Sun Valley General Improvement District

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

h. Permit #		acre-feet per year	
i. Certificate #		acre-feet per year	
j. Surface Claim #		acre-feet per year	
k. Other #		acre-feet per year	

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

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10. Community Services (provided and nearest facility):

a. Fire Station	Truckee Meadows Fire Protection
b. Health Care Facility	Community Health Alliance - Nell J. Redfield Health Center
c. Elementary School	Washoe County School District - Sun Valley Elementary School
d. Middle School	Desert Skies Middle School
e. High School	Washoe County School District - Hug High
f. Parks	Sun Valley Regional Park
g. Library	North Valleys Library, Spanish Springs Library, Sparks Library
h. Citifare Bus Stop	Route 5 - Stop at 5th and Leon

**Special Use Permit Application
for Grading
Supplemental Information**
(All required information may be separately attached)

1. What is the purpose of the grading?

The proposed site grading is will improve site drainage and provide on site storm retention. No significant cuts or fills are required on the site.

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

3390 CY - Cut. 180 CY - Fill. Net Earthwork - 3210 CY - Cut. Extra cut material will be used on site.

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

Essentially, the entire site will be disturbed to provide proposed site improvements.

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

Total Proposed Yards of Cut - 3390 c.y., Total Proposed Yards of Fill - 180 c.y.
Net Earthwork - 3210 c.y. cut
We will attempt to utilize all cut material in the final grading and minimize export of any cut material.

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

Yes. No major cuts or fills are proposed and the amount of dirtwork does not reach the 5,000 CY threshold.

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

No.

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

Yes

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

The proposed site improvements will be visible from both Leon and E. 5th Ave.

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

No

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

There are no significant cuts and fills that require erosion mitigation. All disturbed areas will be landscaped as part of the scope of work. Site drainage is being directed to on site detention areas.

11. Are you planning any berms?

Yes XXX	No	If yes, how tall is the berm at its highest? 2-3 ft to utilize extra cut material.
---------	----	--

12. If your property slopes and you are leveling a pad for a building, are retaining walls going to be required? If so, how high will the walls be and what is their construction (i.e. rockery, concrete, timber, manufactured block)?

NA

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

Landscape buffering will be provided at the perimeter of the site and along E.5th Ave. and Leon.

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

NA

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

NA

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

Existing landscaping on the property will be provided with temporary drip irrigation until tied into the new site irrigation system.

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

No

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

Yes	No XXX	If yes, please attach a copy.
-----	--------	-------------------------------

St. Peter Canisius Catholic Church Addition Special Use Permit

225 East 5th Avenue
Sun Valley, Nevada 89433

ARCHITECT
architects + LLC

35 MARTIN STREET
RENO, NEVADA 89509
(775) 329-8001

ELECTRICAL ENGR.	CIVIL ENGR.	LANDSCAPING
JP ENGINEERING 10597 DOUBLE R BVD. STE. 1 RENO, NEVADA 89521 (775) 852-2337	MONTE VISTA ENGINEERING 575 E. PLUMB LANE, #101 RENO, NEVADA 89502 (775) 636-7905	LA STUDIO 1552 C STREET SPARKS, NEVADA 89431 (775) 323-2223

PROJECT LOCATION
225 E. 5th Ave.



revisions

environmental
designers

15 Martin Street
Reno, NV 89509
775-329-8001
775-329-8292 fax

project:
St. Peter Canisius Catholic Church Addition and Remodel
225 E. 5th Ave.
Sun Valley, Nevada 89433

sheet title
COVER SHEET

drawn by
checked by
date

job no.
St. Canisius Church
sheet

A0.0

Stanka Consulting, LTD

A Professional Engineering Company

Traffic Circulation Letter

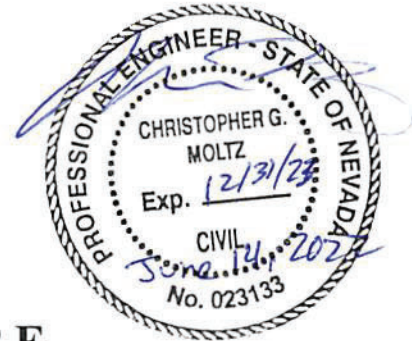
Project: St Peter Canisius Catholic Church Expansion

APN 085-252-02

June 14, 2022

Prepared by:

Christopher Moltz, P.E.



Prepared for:

Architects plus for submittal to Washoe County

www.stankaconsulting.com
3108 Silver Sage Drive, Suite 102

(775) 885-9283
Carson City, NV 89701

chris@stankaconsulting.com
Contact: Chris Moltz

Executive Summary

This letter is to serve as a Traffic Circulation Letter for the St Peter Canisius Catholic Church in Sun Valley, Nevada. The proposed project is an expansion to an existing Catholic Church located on Washoe County APN 085-252-02 (located at 225 E 5th Ave in Sun Valley, NV). The project is located on E. 5th Ave, approximately one-quarter of a mile east of Sun Valley Blvd. Sun Valley Blvd is classified by NDOT as a “Minor Arterial” which runs north/south and is the main access to Reno from Sun Valley. The parcel is located at the northeast corner of Leon Drive and E. 5th Ave. The size of the subject parcel is 4.469 acres based on review of Washoe County Assessor Records. The purpose of this study is to address the project’s impact upon the adjacent roadway network, and see how traffic circulation can be improved for both the project and for the community.

The existing site is zoned GC (General Commercial) and a few building exist on the property to include an approximate 6,500 square foot main church, a 2,500 square foot classroom, and a 1,200 square foot admin building, as well as storage. The proposed project intends to expand the Church by approximately 3,000 square feet, as well as an approximate 12,000 square foot courtyard. Based on the proposed site layout, two accesses are proposed off E. 5th Ave and one access is proposed off Leon Drive. The main access into or out of the area is E. 5th Street, which connects to Sun Valley Blvd, which provides direct access to the surrounding community as well as the City of Reno.

Based on my site visit performed on April 24, 2022, I believe that this addition will generate no new traffic. I don’t mean that there will be no traffic, just no new traffic. The traffic demand for the church already exists. There are already a large number of pedestrians and vehicles that attend the current church based on my site visit observations. The proposed addition would only allow the church to better meet the demand that already exists. I would consider the traffic for this project to be considered pre-existing, and will further re-iterate that the expansion will likely not change the number of trips generated or the number of vehicles parked. I do believe that the existing traffic network is suffering due to the unorganized manner of existing parking and circulation conditions observed during church services.

I identified a number of potential issues with the current traffic circulation and parking practices in place at the Church. Recommendations to allow positive traffic flow for the community and reduce traffic congestion in the area on Sundays have been summarized within this letter.

I. Introduction

General Information

The proposed project is an expansion to an existing Catholic Church located on Washoe County APN 085-252-02 (located at 225 E 5th Ave in Sun Valley, NV). The project is located on E. 5th Ave, approximately one-quarter of a mile east of Sun Valley Blvd. Sun Valley Blvd is classified by NDOT as a “Minor Arterial” which runs north/south and is the main access to Reno from Sun Valley. The parcel is located at the northeast corner of Leon Drive and E. 5th Ave. The size of the subject parcel is 4.469 acres based on review of Washoe County Assessor Records. The property is located in the SE¼ SE¼ of Section 18, T.20N., R.20E., M.D.B.&M. The purpose of this study is to address the project’s impact upon the adjacent roadway network, and see how traffic circulation can be improved for both the project and for the community.

I previously reached out to Mitchell Fink, P.E. of Washoe County regarding the traffic circulation study. He identified the following items to discuss as part of the traffic circulation study:

- Is there only one way in and one way out?
- Are there signed or pavement marking delineating one way directions?
- Are there exit or entrance only signs needed?

The existing site is zoned GC (General Commercial) and a few building exist on the property to include an approximate 6,500 square foot main church, a 2,500 square foot classroom, and a 1,200 square foot admin building, as well as storage. The proposed project intends to expand the Church by approximately 3,000 square feet, as well as an approximate 12,000 square foot courtyard. The courtyard would be used by church attendees who are currently utilizing the parking lot for church gatherings and events. Since the proposed courtyard would be used instead of the existing parking lot, any courtyard generated traffic can be considered pre-existing to this project. Based on the proposed site layout, two accesses are proposed off E. 5th Ave and one access is proposed off Leon Drive. The main access into or out of the area is E. 5th Street, which connects to Sun Valley Blvd, which provides direct access to the surrounding community as well as the City of Reno. The property is bounded on north and east by medium density suburban parcels, on the south by E. 5th Ave, and on the west by Leon Drive. A general location map utilizing Google Earth aerials is included as Attachment 1. A project location map utilizing aerials from the Washoe Regional Mapping System is included as Attachment 2. The primary access to the property is existing driveways off E. 5th Ave and secondary access off Leon Dr. An overview of the proposed site layout can be seen in Figure 1 (on the following page) and in Attachment 3. An overview of the existing site layout from Google Earth can be seen in Figure 2 (on the following page).

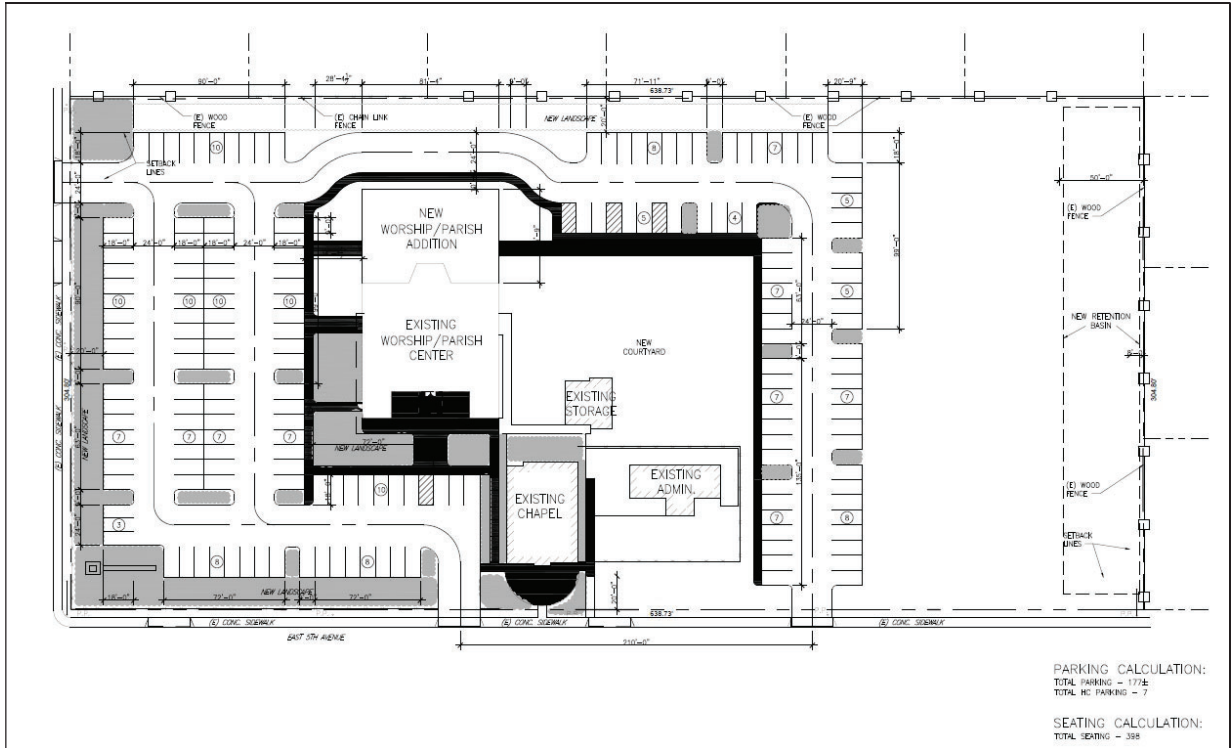


Figure 1 – Proposed Site Layout for Church

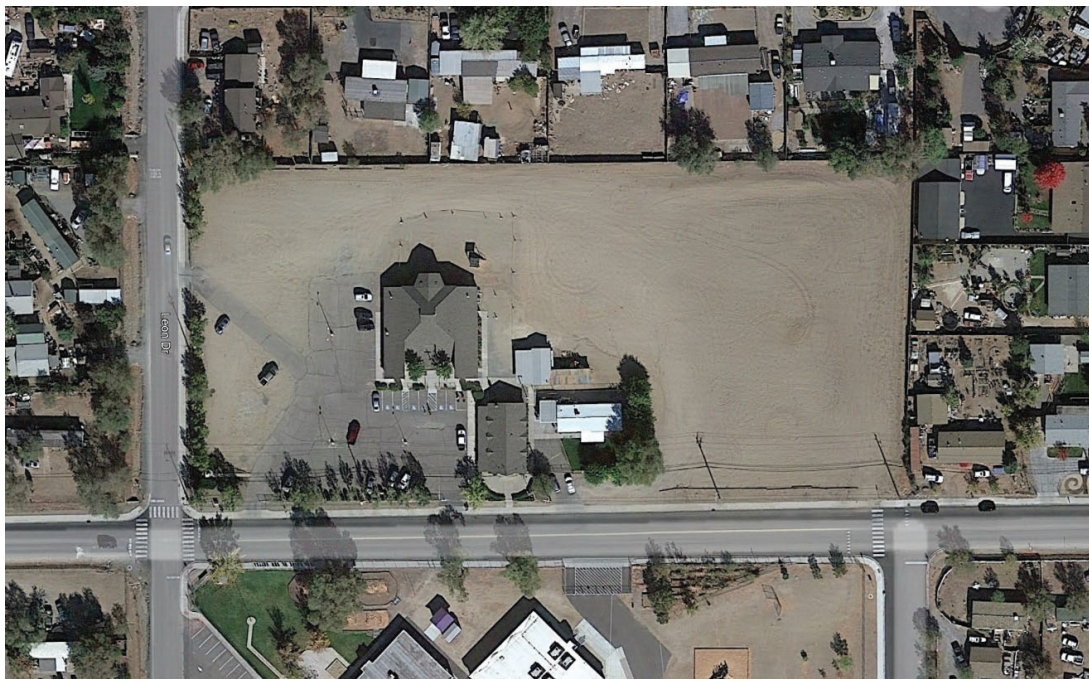


Figure 2 – Existing Site Layout for Church

II. Existing Roadways and Intersections and Site Conditions

The primary access to the property occurs via existing driveways located along the southern edge of the parcel, which provides direct access to the parcel via E. 5th Ave. Secondary access occurs on the western edge of the parcel along Leon Drive. The project is located on E. 5th Ave, approximately one-quarter of a mile east of Sun Valley Blvd. Sun Valley Blvd is classified by NDOT as a “Minor Arterial” which runs north/south and is the main access to Reno from Sun Valley. The parcel is located at the northeast corner of Leon Drive and E. 5th Ave. The speed limit for the local road was identified as 25 mph.

A site visit to the study area was performed on Sunday, April 24, 2022. I would have to say that the volumes of pedestrians and traffic on site exceed published ITE data. Based on my site visit performed on April 24, 2022, I believe that this addition will generate no new traffic. I don’t mean that there will be no traffic, just no new traffic. The traffic demand for the church already exists. There are already a large number of pedestrians and vehicles that attend the current church based on my site visit observations. The proposed addition is only helping the church catch up to the demand that already exists. I would consider the traffic for this project to be considered pre-existing, and will further re-iterate that the expansion will likely not change the number of trips generated.

During my site visit, I identified a few potential issues which should be addressed:

- The current site (as shown in Figure 2, on the previous page), is for the most part a dirt lot. This dirt lot is utilized as a parking lot, which provides a large number of parking spaces, but also hinders traffic movement. By paving and striping the parking area, spaces and lanes will be of adequate sizing to increase traffic flow, as well as improve circulation of vehicles. Right now it is kind of a free-for all, which leads to improper spaces and drive aisle widths, which backs up traffic. I also noticed that the single entrance also turns into a single exit, which is not conducive to traffic flow through the project site.
- A majority of the paved parking lot was blocked off and prevented both paved parking spaces from being used, but also prevented traffic movement through the project site. The addition of the new Courtyard will prevent the blocking off of the parking lot, which will improve parking and circulation conditions.
- A large number of vehicles were observed stopping on E. 5th Ave. to either access the dirt parking lot, or unload or pickup attendees of the church. This caused some major delays at times. Recommend that E. 5th Ave. is kept clear at all times, and a designated drop off area is made on site.
- I noticed multiple vehicles parking in the “NO PARKING – FIRE LANE” area of the school across the street to the south. This needs to be observed and followed.

Recommend the Church tell their patrons to not park here regardless of the day of the week as this is a fire hazard.

- At times, the large number of pedestrians crossing the street would back up traffic at the intersection of Leon Drive and E. Fifth Avenue.
- A large number of vehicles parked on neighboring streets was observed, which has risen to complaints from neighbors.

Based on the above issues identified, a list of recommendations has been compiled for this project.

III. Recommendations for Traffic Circulation

Based on the site visit and review of the proposed plans, I have the following recommendations to improve traffic circulation to both the church, and the surrounding neighborhood:

- Once the parking lot is paved, I recommend parking lot attendants are utilized to make sure vehicles are parked in designated spots only. This will help improve traffic circulation through the site, as well as allow adequate emergency access to keep the church safe for all patrons.
- It may make sense to have temporary signage that can be placed that states “PARKING LOT FULL” when the parking lot has reached its capacity.
- Any future booths or church activities should be restricted to the new courtyard or existing building areas, and not the parking lot or drive aisles.
- Designate certain driveways as entrances only and certain driveways as exits only. I recommend that this is a temporary measure performed through use of placing temporary signage and traffic cones on Sundays only. My preliminary idea would be to use both access roads off E. Fifth Ave. as an “Entrance Only”, and utilize the proposed driveway off Leon Drive as an “Exit Only”. You may need parking lot attendants to reinforce and make sure these rules are followed.
- No driveways into or off of the property should be blocked with a fence or gate, only temporary signage and traffic cones.
- Vehicles should not be allowed to stop on E. 5th Avenue for loading and unloading of vehicles. Recommend a designated loading and unloading site on site. I think the ideal loading area would be just north of the new worship / parish addition. This should be done in conjunction with single way entrances and exits.
- If pedestrian traffic is a concern in the future, recommend at utilizing a crossing guard, similar to that used in a school zone. This would allow patrons to cross in groups only, and reduce the wait time for vehicles at the intersection of E. 5th Ave. and Leon Dr.
- If on-street parking is causing congestion issues, a good option would be to initiate some sort of shuttle service. If this is to be pursued, recommend contacting nearby property

owners for permission to park vehicles and perform a shuttle service from their property. Two suitable locations have been identified. These locations are Washoe County APN 085-162-02 and 085-220-017. Both parcels seem to have ample parking space, and both are owned by the “Sun Valley Shopping Center”. The parcels are located at the southeast corner of E. 5th Ave. and Sun Valley Blvd.

An overview of the proposed site layout with select recommendations can be seen in Attachment 4.

IV. Conclusions:

I would consider the traffic for this project to be considered pre-existing, and will further re-iterate that the expansion will likely not change the number of trips generated or the number of vehicles parked. I do believe that the existing traffic network is suffering due to the unorganized manner of existing parking and circulation conditions observed during church services.

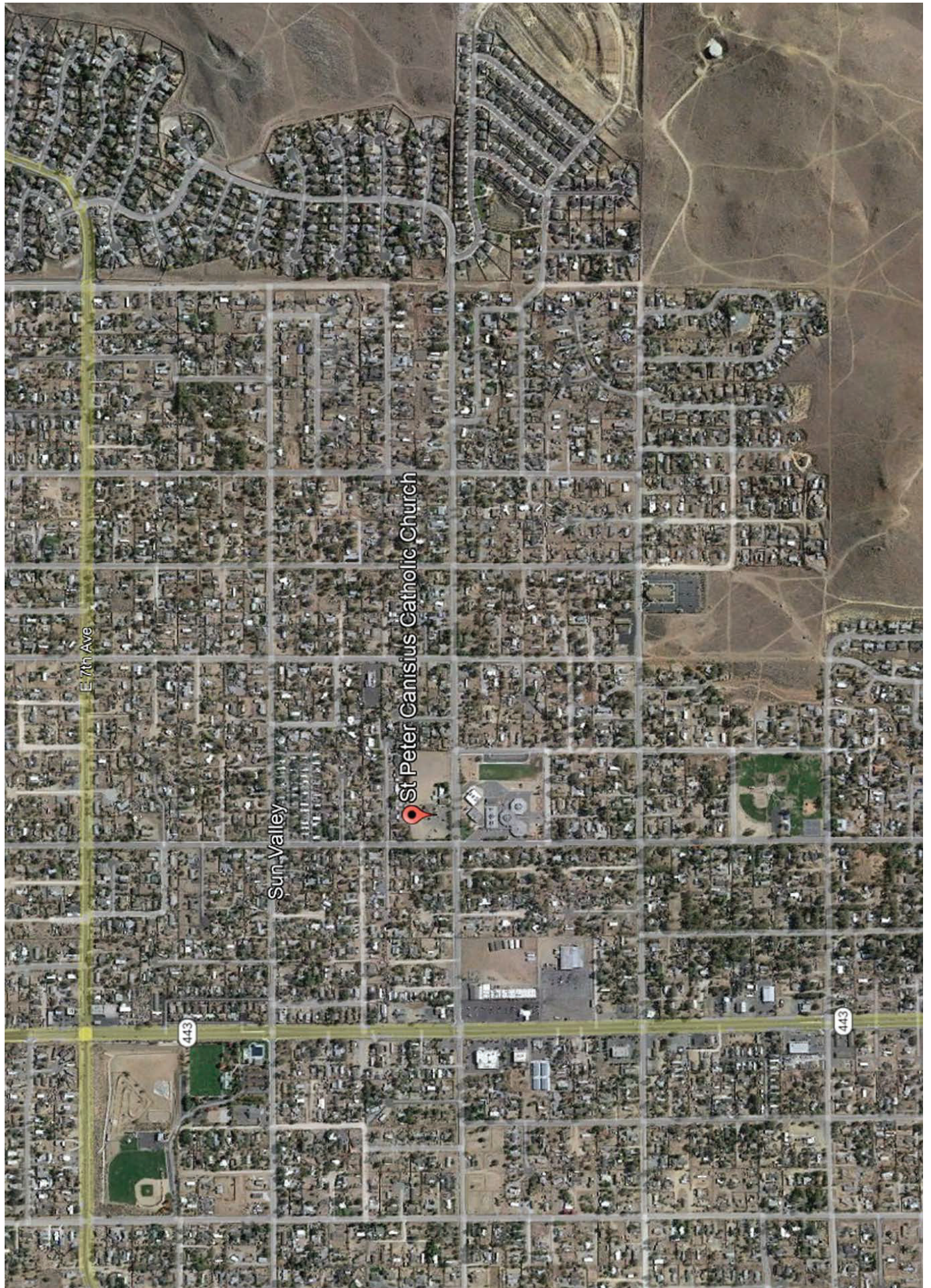
I identified a number of potential issues with the current traffic circulation and parking practices in place at the Church. Recommendations to allow positive traffic flow for the community and reduce traffic congestion in the area on Sundays have been summarized within this letter.

I previously spoke with Mitchell Fink, P.E. of Washoe County regarding the traffic circulation study. He identified the following items to discuss as part of the traffic circulation study:

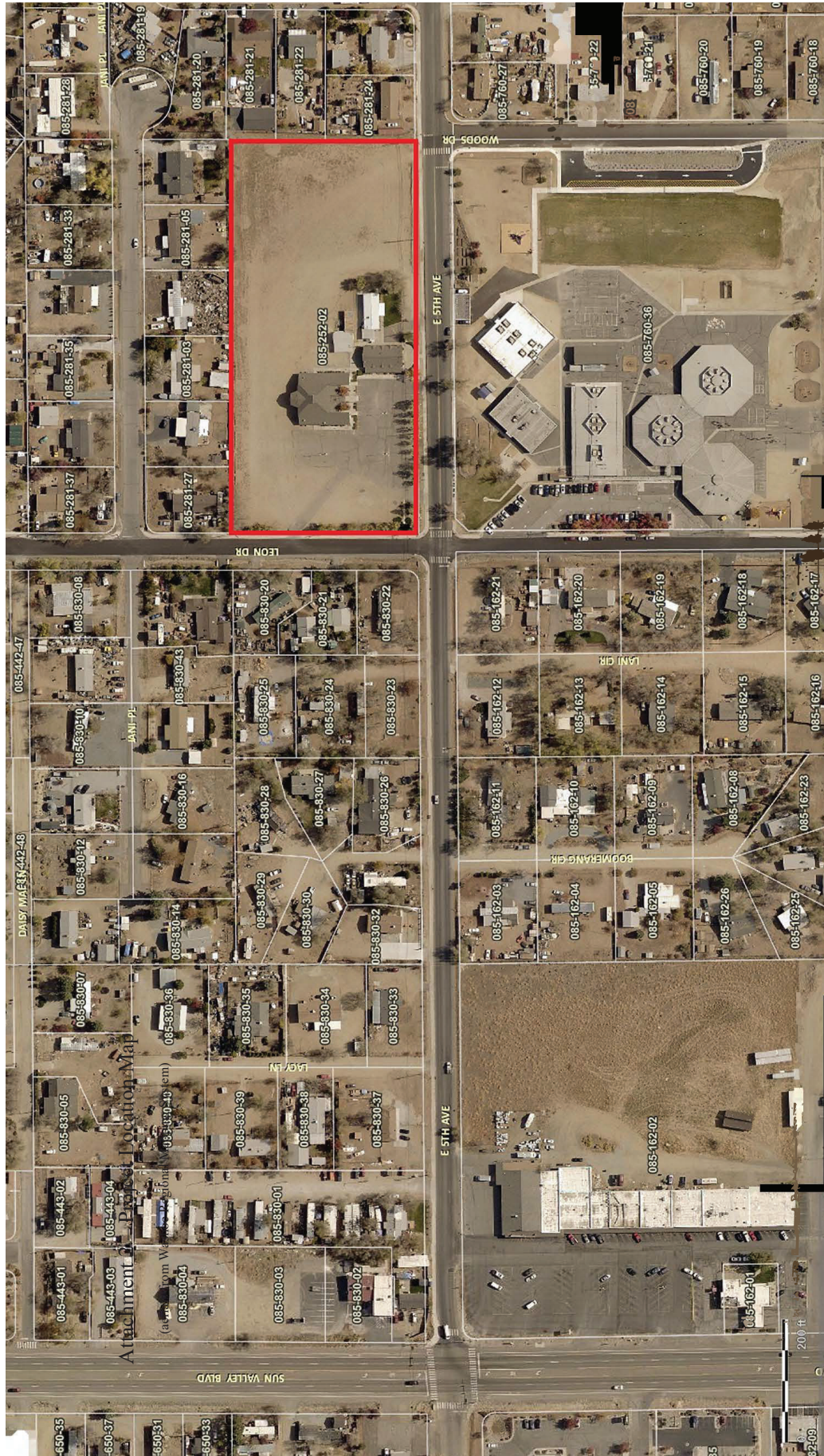
- Is there only one way in and one way out?
- Are there signed or pavement marking delineating one way directions?
- Are there exit or entrance only signs needed?

I believe that this letter has fully addressed the comments and concerns from Washoe County. A summary of my recommendations can be seen in **Section III. Recommendations** of this report.

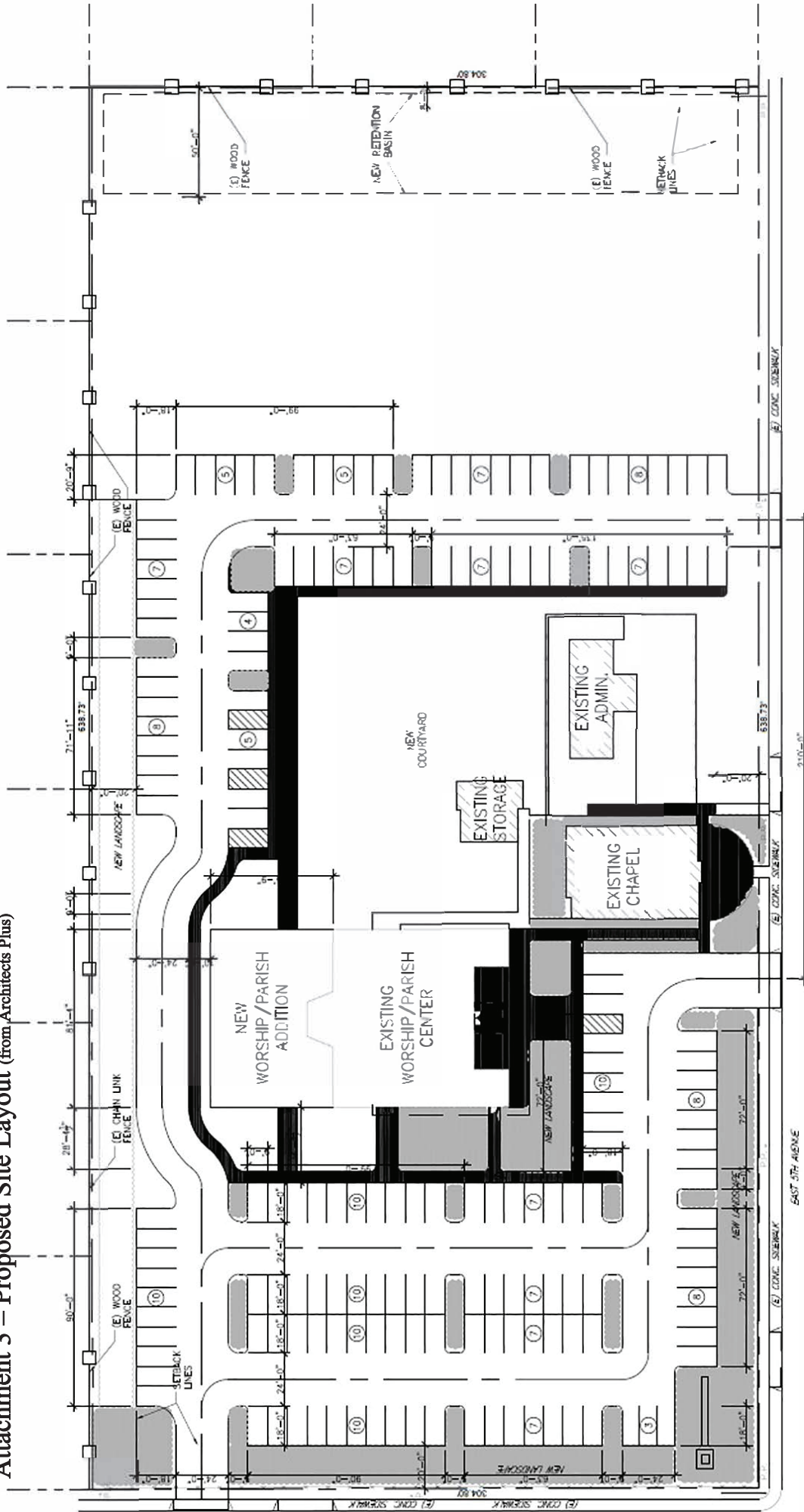
An overview of the proposed site layout with select recommendations can be seen in Attachment 4.



Attachment 2 – Project Location Map (aerials from Washoe Regional Mapping System)



Attachment 3 – Proposed Site Layout (from Architects Plus)



PARKING CALCULATION:
 TOTAL PARKING - 177 1/2
 TOTAL HC PARKING - 7

SEATING CALCULATION:
 TOTAL SEATING - 333

Stanka Consulting, LTD

A Professional Engineering Company

3108 Silver Sage Drive, Suite 102
Carson City, Nevada 89701
(775) 885-9283/ (775) 430-6273
markj@stankaconsulting.com

October 3, 2022

Washoe County Community Services Dept
Washoe County Planning and Building
1001 E. Ninth St. Bldg A
Reno, NV 89512

Subject: *Addendum letter for Trip Generation Report prepared by Stanka Consulting, LTD, dated June 14, 2022 for St. Peter Canisius Catholic Church Addition*

This letter will serve as an addendum letter to the original Trip Generation Report prepared by Stanka Consulting LTD, for Architects plus in support of the application for the St. Peter Canisius Catholic Church addition at 225 E. 5th Avenue in Sun Valley.

The addendum letter is needed due to the change in the size of the church addition from the date of the Trip Generation Report and the change in the proposed site and parking lot layout. The June 14, 2022 Trip Generation Report was based on an original church addition of approximately 3,000 square feet. The size of the addition has been updated to 5,081 square feet according to the Special Use Permit application submitted by Architects plus on September 8, 2022. Based on the ITE Trip Generation Manual Peak Hour Trip for a Weekday PM Peak Hour of 0.8 trips per 1,000 square feet, the new Weekday PM Peak Hour trips would be 4.06 (0.8 x 5.081). The original report stated 2.40 trips. However, the June 14, 2022 report statement that *“based on [this office’s] visit performed on April 24, 2022, [this report] believe that this addition will generate no new traffic. [This report doesn’t] mean that there will be no traffic, just no new traffic. The traffic demand for the church already exists. There are already a large number of pedestrians and vehicles that attend the current church based on [this office’s] visit observations. The proposed addition would only allow the church to better meet the demand that already exists”* remains valid and unchanged.

The updated site plan and lot layout is included with this letter. The updated site plan and lot layout would not affect the trip generation numbers.

Thank you and if you have any questions please contact me at (775) 885-9283 or (775) 430-6273.

Thank you,

Mark Johnson, P.E.

Mark Johnson

Digitally signed by Mark Johnson
DN: cn=Mark Johnson, o=Stanka
Consulting LTD, ou=Engineering,
email=markj@stankaconsulting.com, c=US
Date: 2022.10.03 13:04:41 -06'00'

Stanka Consulting, LTD



Stanka Consulting, LTD

A Professional Engineering Company

Trip Generation Report

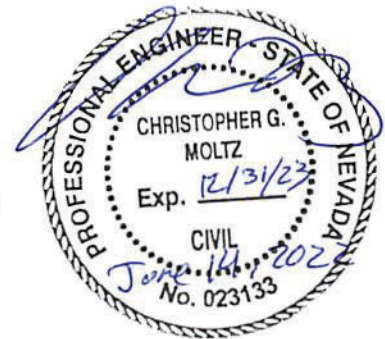
Project: St Peter Canisius Catholic Church Expansion

APN 085-252-02

June 14, 2022

Prepared by:

Christopher Moltz, P.E.



Prepared for:

Architects plus for submittal to Washoe County

www.stankaconsulting.com
3108 Silver Sage Drive, Suite 102

(775) 885-9283
Carson City, NV 89701

chris@stankaconsulting.com
Contact: Chris Moltz

Executive Summary

This letter is to serve as a Trip Generation Report for the St Peter Canisius Catholic Church in Sun Valley, Nevada. The proposed project is an expansion to an existing Catholic Church located on Washoe County APN 085-252-02 (located at 225 E 5th Ave in Sun Valley, NV). The project is located on E. 5th Ave, approximately one-quarter of a mile east of Sun Valley Blvd. Sun Valley Blvd is classified by NDOT as a “Minor Arterial” which runs north/south and is the main access to Reno from Sun Valley. The parcel is located at the northeast corner of Leon Drive and E. 5th Ave. The size of the subject parcel is 4.469 acres based on review of Washoe County Assessor Records. The purpose of this study is to address the project’s impact upon the adjacent roadway network.

The existing site is zoned GC (General Commercial) and a few building exist on the property to include an approximate 6,500 square foot main church, a 2,500 square foot classroom, and a 1,200 square foot admin building, as well as storage. The proposed project intends to expand the Church by approximately 3,000 square feet, as well as an approximate 12,000 square foot courtyard. Based on the proposed site layout, two accesses are proposed off E. 5th Ave and one access is proposed off Leon Drive. The main access into or out of the area is E. 5th Street, which connects to Sun Valley Blvd, which provides direct access to the surrounding community as well as the City of Reno.

According to the ITE trip generation rates, the addition of the new 3,000 square foot addition on to the church would add 30 peak hour trips to the existing traffic on Sundays and only 2.40 peak hour trips during the Weekday Peak Hour. This is below the 80 Peak Hour Trip threshold required for a traffic impact study. However, based on my site visit performed on April 24, 2022, I believe that this addition will generate no new traffic. I don’t mean that there will be no traffic, just no new traffic. The traffic demand for the church already exists. There are already a large number of pedestrians and vehicles that attend the current church based on my site visit observations. The proposed addition would only allow the church to better meet the demand that already exists. I would consider the traffic for this project to be considered pre-existing, and will further re-iterate that the expansion will likely not change the number of trips generated.

Documentation identifying these conditions and the analysis to come to this conclusion are included in this report.

Traffic generated by the expansion of the existing Catholic Church will have negligible impact on the adjacent street network; however, the existing Catholic Church activities appear to exceed ITE trip generation estimates even without the expansion in place. A traffic circulation study will further address how to improve circulation as well as provide recommendations to allow positive traffic flow for the community and reduce traffic congestion in the area on Sundays.

I. Introduction

General Information

The proposed project is an expansion to an existing Catholic Church located on Washoe County APN 085-252-02 (located at 225 E 5th Ave in Sun Valley, NV). The project is located on E. 5th Ave, approximately one-quarter of a mile east of Sun Valley Blvd. Sun Valley Blvd is classified by NDOT as a “Minor Arterial” which runs north/south and is the main access to Reno from Sun Valley. The parcel is located at the northeast corner of Leon Drive and E. 5th Ave. The size of the subject parcel is 4.469 acres based on review of Washoe County Assessor Records. The property is located in the SE¼ SE¼ of Section 18, T.20N., R.20E., M.D.B.&M. The purpose of this study is to address the project’s impact upon the adjacent roadway network due to the proposed expansion of additional facilities.

The existing site is zoned GC (General Commercial) and a few building exist on the property which include an approximate 6,500 square foot main church, a 2,500 square foot classroom, and a 1,200 square foot admin building, as well as storage. The proposed project intends to expand the Church by approximately 3,000 square feet, and includes an approximate 12,000 square foot courtyard. The courtyard would be used by church attendees who are currently utilizing the parking lot for church gatherings and events. Since the proposed courtyard would be used instead of the existing parking lot, any courtyard generated traffic can be considered pre-existing to this project. Based on the proposed site layout, two accesses are proposed off E. 5th Ave and one access is proposed off Leon Drive. The main access into or out of the area is E. 5th Street, which connects to Sun Valley Blvd, which provides direct access to the surrounding community as well as the City of Reno. The property is bounded on north and east by medium density suburban parcels, on the south by E. 5th Ave, and on the west by Leon Drive. A general location map utilizing Google Earth aerials is included as Attachment 1. A project location map utilizing aerials from the Washoe Regional Mapping System is included as Attachment 2. The primary access to the property is existing driveways off E. 5th Ave and secondary access off Leon Dr. An overview of the proposed site layout can be seen in Attachment 3.

II. Existing Roadways and Intersections and Site Conditions

The primary access to the property occurs via existing driveways located along the southern edge of the parcel, which provides direct access to the parcel via E. 5th Ave. Secondary access occurs on the western edge of the parcel along Leon Drive. The project is located on E. 5th Ave, approximately one-quarter of a mile east of Sun Valley Blvd. Sun Valley Blvd is classified by NDOT as a “Minor Arterial” which runs north/south and is the main access to Reno from Sun

Valley. The parcel is located at the northeast corner of Leon Drive and E. 5th Ave. The speed limit for the surrounding roads was identified as 25 mph.

A site visit to the study area was performed on Sunday, April 24, 2022. I would say that the volumes of pedestrians and traffic on site exceed published ITE data. Based on my site visit performed on April 24, 2022, I believe that this addition will generate no new traffic. I don't mean that there will be no traffic, just no new traffic. The traffic demand for the church already exists. There are already a large number of pedestrians and vehicles that attend the current church based on my site visit observations. The proposed addition would only allow the church to better meet the demand that already exists. I would consider the traffic for this project to be considered pre-existing, and would further re-iterate that the expansion will likely not change the number of trips generated.

Traffic generated by the expansion of the existing Catholic Church will have negligible impact on the adjacent street network due to the expansion; however, the existing Catholic Church activities appear to exceed ITE trip generation estimates even without the expansion in place. A traffic circulation study will further address how to improve circulation as well as provide recommendations to allow positive traffic flow for the community and reduce traffic congestion in the area on Sundays.

Although there is a school zone located directly across the street to the south, since the proposed project is a church which is primarily utilized on Sundays, and schools are not open on Sundays, there are is no need for any additional traffic calming or control devices identified.

III. Engineering Analysis to Determine if a Traffic Study is Required

Per Washoe County requirements:

Traffic impact reports are required whenever the proposed development project will generate 80 or more weekday peak hour trips as determined using the latest edition of the Institute of Transportation Engineers (ITE) trip generation rates or other such sources as may be accepted by Washoe County Engineering. Projects with less than 200 peak hour trips may not need to perform an impact analysis for future years.

These conditions were reviewed to determine if a Traffic impact report was required for the proposed addition to the existing Catholic Church. Here are the following conditions and the resultant findings:

1. 80 or More Peak Hours Trips

Review of the ITE Trip Generation Manual 10th Edition (2017) was used for this analysis. The proposed residences were identified as having an ITE Land Use of 560: Church. Review of Weekday AM Peak Hour Flows and Weekday PM Peak Hour Flows were reviewed per Washoe County requirements. The highest number of Peak Hour Trips identified was 0.80 trips per 1,000 sq. ft. of GFA (gross floor area) during the Weekday PM Peak Hour. This means that the addition of the new 3,000 square foot addition on to the church will result in 2.40 Peak Hour Trips. This is far below the 80 Peak Hour Trip threshold. Please note that churches are unique in that they produce a low number of weekday trips, but a high number of Sunday Peak Hour Trips. However, Washoe County requirements are based on Weekday Peak Hour Trips, not Sunday Peak Hour Trips. Even if we negated the Washoe County Requirement that the weekday peak hour trips are warranted, and applied the Sunday Peak Hour trips to this project, we are still only at 29.97 peak hour trips for the 3,000 square foot expansion. On paper, the addition of the new 3,000 square foot addition on to the church will add 30 peak hour trips to the existing traffic. This is below the 80 Peak Hour Trip threshold required for a traffic impact study. However, based on my site visit performed on April 24, 2022, I believe that this addition will generate no new traffic. I don't mean that there will be no traffic, just no new traffic. The traffic demand for the church already exists. There are already a large number of pedestrians and vehicles that attend the current church based on my site visit observations. The proposed addition would only allow the church to better meet the demand that already exists. Since the proposed courtyard would be used instead of the existing parking lot, any courtyard generated traffic can be considered pre-existing to this project.

IV. Conclusions:

Per Washoe County requirements, traffic impact reports are required whenever the proposed development project will generate 80 or more weekday peak hour trips as determined using the latest edition Institute of Transportation Engineers (ITE) trip generation rates or other such sources as may be accepted by Washoe County Engineering.

On paper, the addition of the new 3,000 square foot addition on to the church will add 30 peak hour trips to the existing traffic on Sundays and only 2.40 peak hour trips during the Weekday Peak Hour. This is below the 80 Peak Hour Trip threshold required for a traffic impact study. I would like to reiterate at this time that Washoe County requirements for 80 Peak Hour Trips are during the Weekday Peak Hour, not the Sunday Peak Hour.

Based on my site visit performed on April 24, 2022, I believe that this addition will generate no new traffic. I don't mean that there will be no traffic, just no new traffic. The traffic demand for the church already exists. There are already a large number of pedestrians and vehicles that attend the current church based on my site visit observations. The proposed addition would only allow the church to better meet the demand that already exists. I would consider the traffic for this project to be considered pre-existing, and would further re-iterate that the expansion will likely not change the number of trips generated.

Traffic generated by the expansion of the existing Catholic Church will have negligible impact on the adjacent street network due to the expansion; however, the existing Catholic Church activities appear to exceed ITE trip generation estimates even without the expansion in place. A traffic circulation study will further address how to improve circulation as well as provide recommendations to allow positive traffic flow for the community and reduce traffic congestion in the area on Sundays.

No changes to the roadway network are proposed for this project at this time.

E1.1

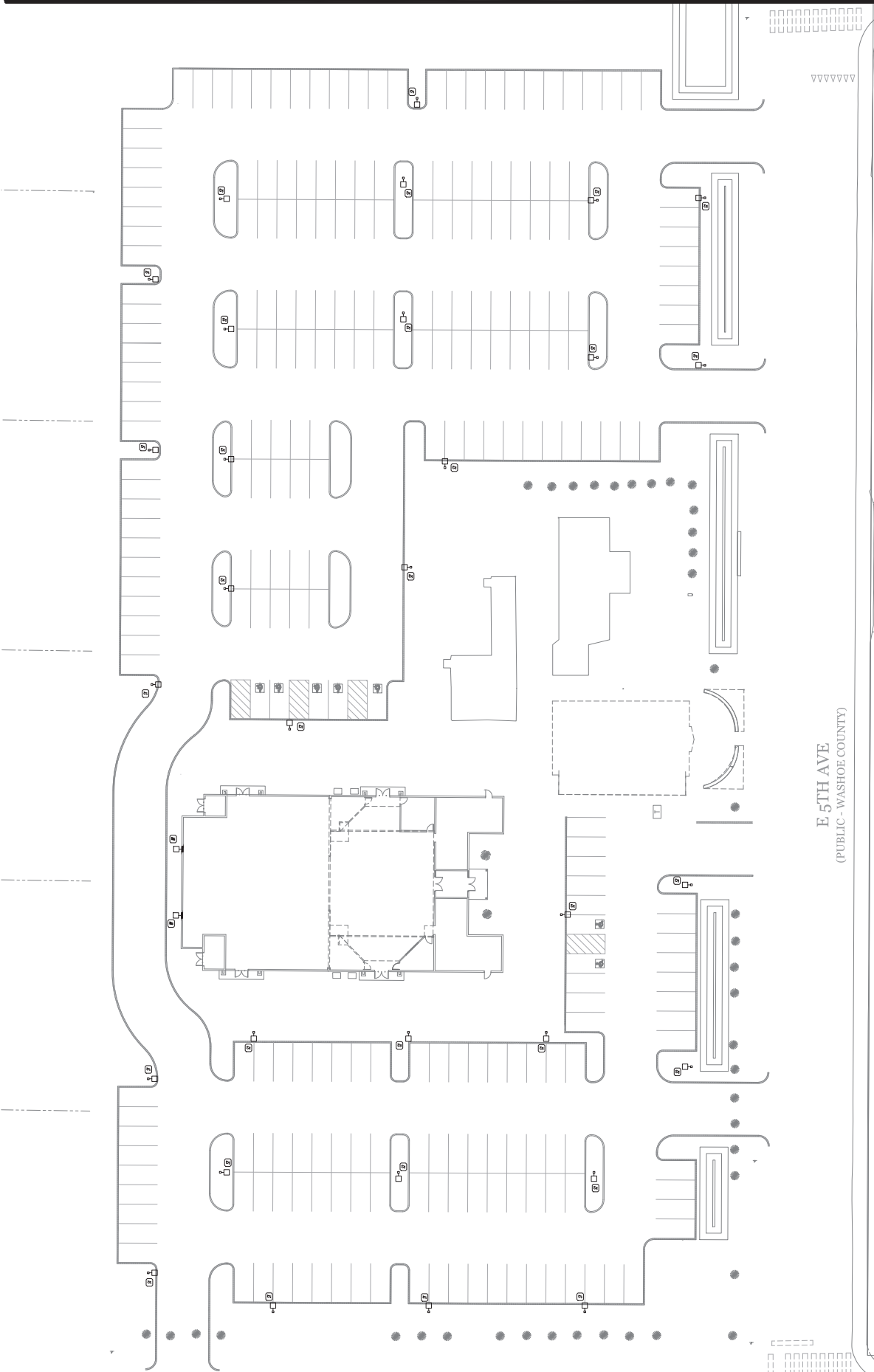
JP
ENGINEERING

SPECIAL USE PERMIT
SUBMITTAL
NOT FOR CONSTRUCTION
03 SEPTEMBER 2022

A ELECTRICAL SITE LIGHTING PLAN
SCALE: 1" = 20'-0"

WSUP22-0024
EXHIBIT E

E 5TH AVE.
(PUBLIC - WASHOE COUNTY)



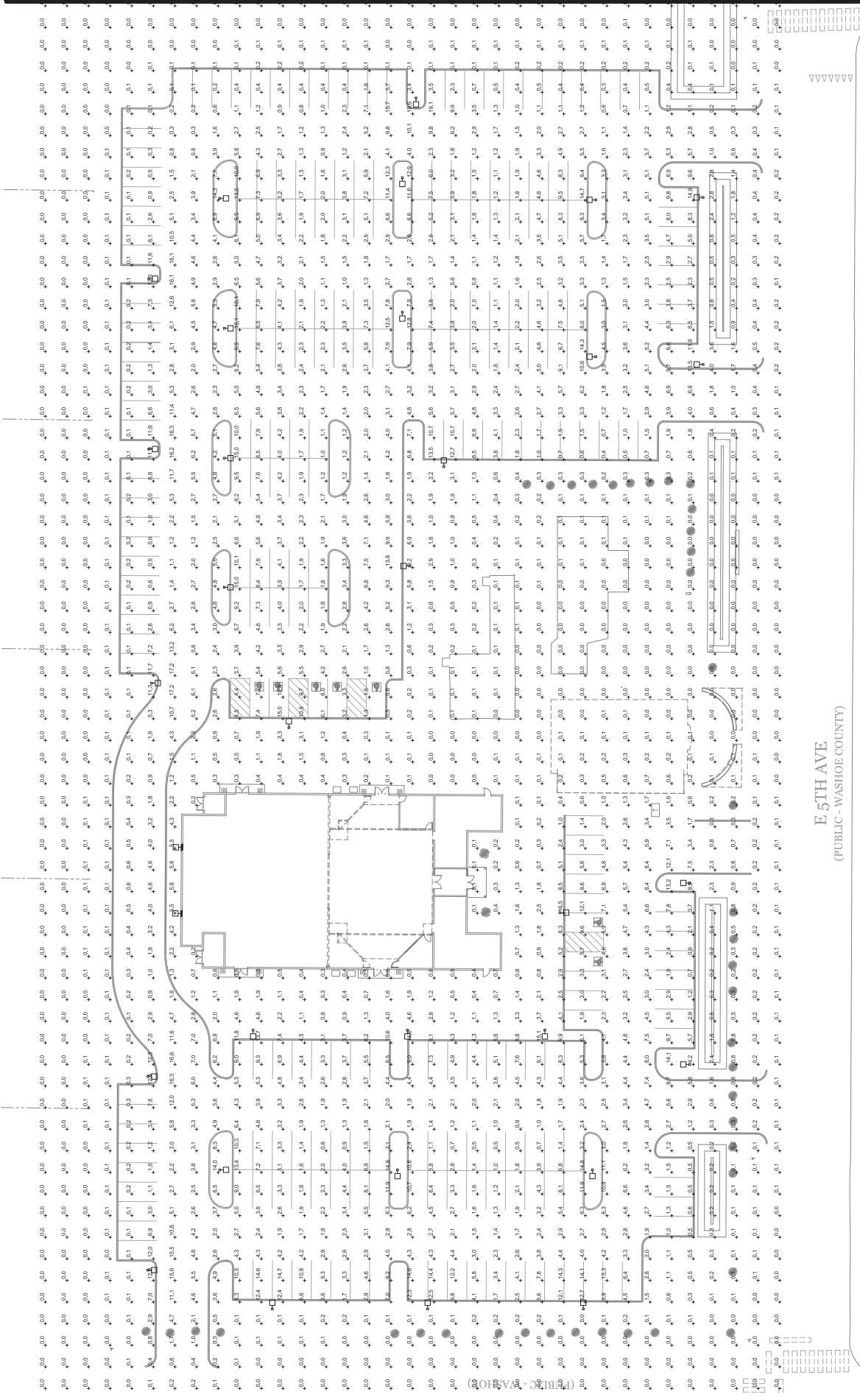
architects + llc
environmental designers
35 McTear St.
Reno, NV 89509
775-329-8009
FAX 775-329-8292

STATE OF NEVADA
PLASTER
9/27/22

PROJECT: LNR PROJ. 22010/0217

St. Peter Canisius Catholic Church
Addition and Remodel
225 E. 5th Ave.
Sun Valley, Nevada 89433

PROJECTS



STATISTICS

AREA DESCRIPTION	AVERAGE FOOT-CANDLE	MINIMUM FOOT-CANDLE	MAXIMUM FOOT-CANDLE	MIN RATIO	MAX RATIO	AIR : MIN RATIO	30:1
PARKING LOT	3.0 FC	0.1 FC	198.6 FC				30:1

A SITE LIGHTING PHOTOMETRIC PLAN
 SCALE: 1" = 20'-0"

SPECIAL USE PERMIT SUBMITTAL NOT FOR CONSTRUCTION
 03 SEPTEMBER 2022

JP ENGINEERING
 10097 Double R Blvd. Ste. 1
 Reno, Nevada 89521
 P: 775.862.2327
 F: 775.862.2326

E 5TH AVE.
 (PUBLIC - WASHOE COUNTY)

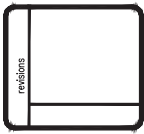
St. Peter Canisius Catholic Church
 Addition and Remodel
 225 E. 5th Ave.
 Sun Valley, Nevada 89433

STATE LIGHTING PHOTOMETRIC PLAN
 SHEET 010

PROJECT: LMR PROJ. 239102217

Architects + LLC
 3130 S. KAYE ST.
 SUITE 200
 LAS VEGAS, NV 89102
 FAX: 775-229-8292

63



architects + LLC
 environmental
 designers
 45 North Street
 Reno, NV 89503
 775-329-8292 fax
 775-329-8001



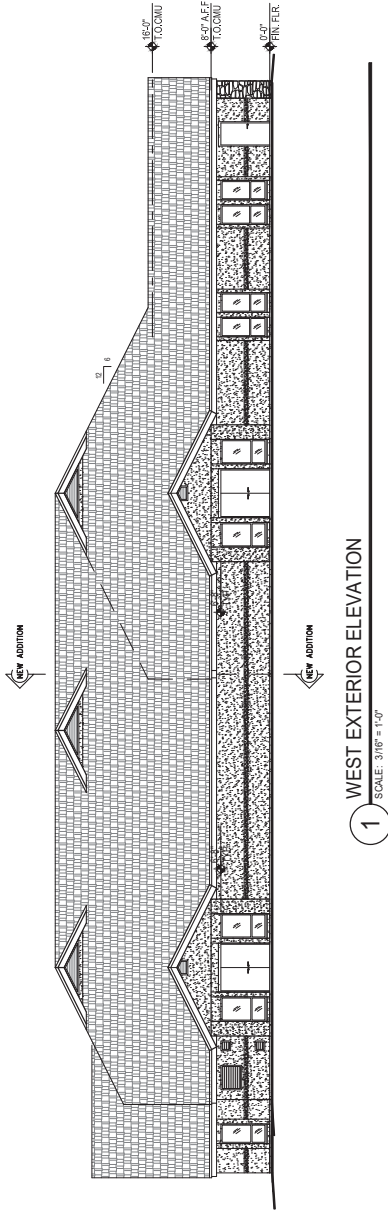
project:
 St. Peter Canisius Catholic Church
 Addition and Remodel
 226 E. 5th Ave.
 Sun Valley, Nevada 89433

Sheet Title
 EXTERIOR ELEVATIONS

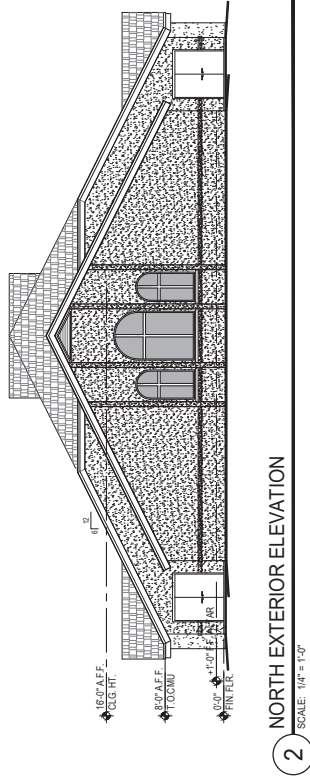
drawn by
 JCS

checked by
 GLE
 date
 09/08/2022
 job no.
 St. Canisius Church
 sheet

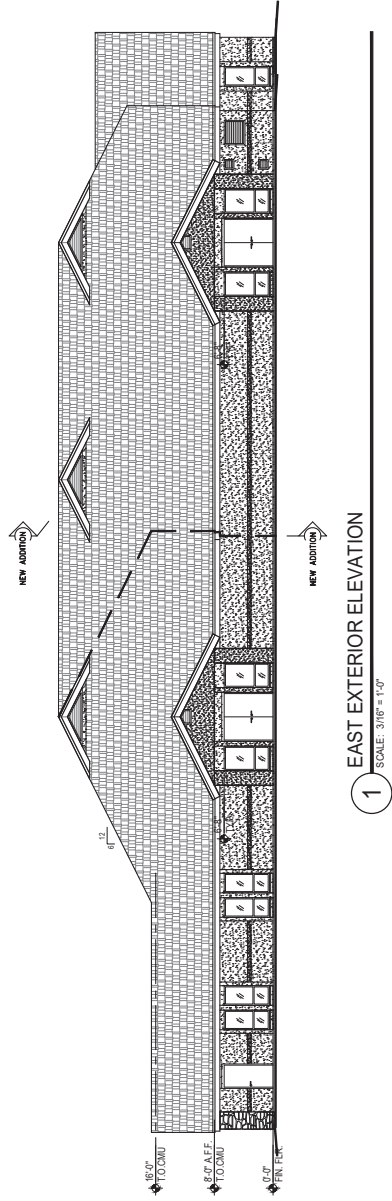
A1.0



1 WEST EXTERIOR ELEVATION
 SCALE: 3/16" = 1'-0"



2 NORTH EXTERIOR ELEVATION
 SCALE: 1/4" = 1'-0"



1 EAST EXTERIOR ELEVATION
 SCALE: 3/16" = 1'-0"