



**WASHOE COUNTY  
PLANNING COMMISSION  
Meeting Minutes**

**Planning Commission Members**

Larry Chesney, Chair  
Francine Donshick, Vice Chair  
Thomas B. Bruce  
Sarah Chvilicek  
Kate S. Nelson  
Larry Peyton  
Pat Phillips  
Trevor Lloyd, Secretary

**Tuesday, February 2, 2021  
6:30 p.m.**

**Washoe County Commission Chambers  
1001 East Ninth Street  
Reno, NV**

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The Washoe County Planning Commission met in a scheduled session on Tuesday, February 2, 2021 in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada.

No members of the public were allowed in the Commission Chambers due to concerns for public safety resulting from the COVID-19 emergency and pursuant to the Governor of Nevada's Declaration of Emergency Directive 006 Section 1 which suspends the requirement in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate. This meeting will be held by teleconference only.

The meeting was televised live and replayed on Washoe Channel at: <https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> also on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>

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**1. \*Determination of Quorum**

Chair Chesney called the meeting to order at 6:31 p.m. The following Commissioners and staff were present:

Commissioners present: Larry Chesney, Chair  
Francine Donshick, Vice Chair  
Thomas B. Bruce  
Sarah Chvilicek  
Kate S. Nelson  
Pat Phillips

Commissioners absent: Larry Peyton

Staff present: Trevor Lloyd, Secretary, Planning and Building  
Dan Cahalane, Planner, Planning and Building  
Julee Olander, Planner, Planning and Building  
Jen Gustafson, Deputy District Attorney, District Attorney's Office  
Katy Stark, Recording Secretary, Planning and Building

**2. Pledge of Allegiance**

Chair Chesney led the pledge.

### 3. Ethics Law Announcement

DDA Gustafson read the ethics law announcement.

### 4. Appeal Procedure

Trevor Lloyd, Secretary, read the appeal procedure

### 5. Public Comment

There were no requests for public comment.

### 6. Approval of the Agenda

Commissioner Donshick moved to approve the agenda for February 2, 2021. Commission Chvilicek seconded the motion to approve the agenda. The motion carried unanimously.

### 7. Approval of the January 5, 2021 Draft Minutes

Commissioner Donshick moved to approve the minutes for the January 5, 2021, Planning Commission meeting as written. Commissioner Nelson seconded the motion to approve the minutes. The motion carried unanimously.

### 8. Public Hearings

#### A. Special Use Permit Case Number WSUP20-0024 (Broken Hills) [For possible action]

– For possible action, hearing, and discussion to approve a special use permit to allow up to 79 detached accessory dwelling units to be permitted by right within the approved Broken Hills development as permitted in the Spanish Springs Area Plan in Appendix C, Table C-1: Allowed Uses (Residential Use Types).

- Applicant: Toll Brothers
- Property Owner: Barker-Coleman Investments/Broken Hill Ltd.
- Location: at the terminus of Kinglet Drive
- Assessor's Parcel Number: 089-621-01
- Parcel Size: 249.84 acres
- Master Plan Categories: 94% Suburban Residential (SR) & 6% Rural (R)
- Regulatory Zones: 94% Low Density Suburban (LDS) & 6% General Rural (GR)
  
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 4 – Commissioner Hartung
- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building Division
  
- Phone: 775-328-3627
- E-mail: [jolander@washoecounty.us](mailto:jolander@washoecounty.us)

Chair Chesney opened the public hearing. He called for commissioner disclosures. There were no disclosures.

Julee Olander, Washoe County Planner, provided staff presentation.

Stacie Huggins, Applicant Representative with Wood Rodgers, provided a PowerPoint presentation.

Chair Chesney asked if someone buys this unit and doesn't choose to add the accessory dwelling unit, can they do so at a later date. Ms. Huggins said code will allow them to do that even in the future as long as it meets County codes as far as setbacks.

Commissioner Chvilicek asked for clarification on the CAB that heard this. Ms. Olander stated Spanish Springs heard this item.

There were no requests for public comment.

**MOTION:** Commissioner Donshick moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve with conditions Special Use Permit Case Number WSUP20-0024 for Barker-Coleman Investments/Broken Hills Ltd., 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 Spanish Springs Area Plan;
2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;
3. Site Suitability. That the site is physically suitable for detached accessory dwelling units, 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.

Commissioner Bruce seconded the motion to approve Special Use Permit Case Number WSUP20-0024. The motion carried unanimously.

Chair Chesney complimented the creative development project by Toll Brothers.

**B. Amendment of Conditions Case Number WAC20-0004 for Fish Springs Solar Special Use Permit Case Number WSUP20-0001 [For possible action]** – For possible action, hearing, and discussion to approve an amendment of conditions of approval for WSUP20-0001 (Fish Springs Solar) to increase the approved grading from 351,000 cubic yards of cuts and 337,000 cubic yards of fill to a total of 773,306 cubic yards of cuts and 715,401 cubic yards of fills.

- Applicant/Property Owner: Fish Springs Ranch, LLC

- Location: 45 miles north of Reno in southeastern Honey Lake Valley
- Assessor's Parcel Numbers: 074-040-15, 23, 24, 56, 57, 58, 61; 074-420-07, 11, 14, 15, 16; 074-070-16, 28, 72, 73, 74
- Parcel Size: 2191 acres total
- Master Plan Category: Rural (R)
- Regulatory Zone: General Rural (GR)
- Area Plan: High Desert
- Citizen Advisory Board: Gerlach/Empire
- Development Code: Authorized in Articles 438 and 810
- Commission District: 5 – Commissioner Herman
- Staff: Dan Cahalane, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775-328-3628
- E-mail: [dcahalane@washoecounty.us](mailto:dcahalane@washoecounty.us)

Chair Chesney opened the public hearing.

Dan Cahalane, Washoe County Planner, provided a staff presentation.

Kathleen Campanella, applicant representative, was available to answer questions.

Commissioner Phillips asked if they have to come before us for lines that will convey the power. Mr. Cahalane said this facility isn't dealing with the use type of power lines. That was approved last March. He said it's a substation connected to a substation.

**Public Comment:**

Elisabeth Gambrell, Vice Chair of Gerlach CAB, said we heard this at our last meeting; however, it wasn't on the agenda, therefore we couldn't vote on it. She said we are behind the project but for the record, we weren't included in the processes in the appropriate manner.

There were no further requests for public comment.

Commissioner Chvilicek asked why it wasn't properly agendized for the CAB. Mr. Cahalane said he said he wasn't sure why it wasn't on the agenda. He said it could have been an oversight on his part. He said he didn't look at the agenda. He said he provided the project materials to the CAB prior to the meeting to allow them time to review and discuss for the record.

Commissioner Chvilicek said it's important that the citizens have the opportunity to have input through the CAB process. Commissioner Bruce seconded her comments.

Trevor Lloyd said Gerlach Empire CAB doesn't meet monthly and this might have been a time when they weren't meeting. Commissioner Chvilicek said even if it's off their normal schedule, they are sent a comment sheet to provide a comment. Mr. Lloyd confirmed. Mr. Cahalane said they did discuss it; however, it was not on the agenda in order for them to vote on it.

**MOTION:** Commissioner Donshick moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission approve Amendment of Conditions Case Number

WAC20-0004 for Fish Springs Ranch, having made all five findings in accordance with Washoe County Code Section 110.810.30:

- 1) Consistency. The proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the applicable area plan;
- 2) Improvements. Adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;
- 3) Site Suitability. The site is physically suitable for the type of development and for the intensity of development;
- 4) Issuance Not Detrimental. Issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area; and
- 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.

Commissioner Nelson seconded the motion to approve Amendment of Conditions Case Number WAC20-0004. The motion carried unanimously.

## 9. Chair and Commission Items

- A. Future agenda items – None
- B. Requests for information from staff – Commissioner Chvilicek said the Commission received emails from Incline Village. Mr. Lloyd said they held a great meeting last night regarding Short Terms Rentals in Incline Village. He said it will go before the Board of County Commissioners on February 23. Commissioner Donshick noted she has not been receiving those emails and wished to have the emails sent to her personal email. Mr. Lloyd said he will look into that.

## 10. Director's and Legal Counsel's Items

- A. Report on previous Planning Commission items – Mr. Lloyd said the Tahoe Area Plan was adopted by BCC and now it goes on to Regional Planning. He also noted the BCC adopted amendments to Articles 434 and 412. Chair Chesney commended Senior Planner Eric Young for putting together the Tahoe Area Plan. He said he is now working on the master plan and amendments.
- B. Legal information and updates – None

## 11. Public Comment [Non-action item]

Trevor Lloyd recognized newest Legal Counsel Jen Gustafson for her outstanding job.

There were no further requests for public comment.

## 12. Adjournment [Non-action item]

With no further business scheduled before the Planning Commission, the meeting adjourned at 7:08 p.m.

Respectfully submitted by Misty Moga, Independent Contractor

Approved by Commission in session on March 2, 2020

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Trevor Lloyd  
Secretary to the Planning Commission

DRAFT