



# Community Development

*"Dedicated to Excellence in Public Service"*

Adrian P. Freund, FAICP, Community Development Director  
Nathan Edwards, Legal Counsel



## Washoe County Planning Commission

Christy Magers, Chair  
Dian A. VanderWell, Vice Chair  
Neal Cobb

Roger M. Edwards  
Roy H. Hibdon  
Keith Lockard  
William Weber

## WASHOE COUNTY PLANNING COMMISSION MINUTES

July 7, 2009

The Washoe County Planning Commission met in regular session on Tuesday, July 7, 2009, in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada.

### DETERMINATION OF QUORUM

Acting Chair VanderWell called the meeting to order at 6:30 p.m. The following Commissioners and staff were present:

Commissioners present: Dian A. VanderWell, Acting Chair  
Neal Cobb  
Roger M. Edwards  
Vaughn Hartung  
Roy Hibdon  
Keith Lockard (arrived 6:31 p.m.)  
William Weber

Commissioners absent: None

Staff present: Adrian Freund, FAICP, Director, Community Development  
Kimberly Robinson, Planning Manager, Community Development  
Roger Pelham, Senior Planner, Community Development  
Sandra Monsalve, Senior Planner, Community Development  
William Whitney, Senior Planner, Community Development  
Eric Young, Ph.D., Planner, Community Development  
David Creekman, Deputy District Attorney  
Sara DeLozier, Recording Secretary, Community Development  
Jennifer Budge, Park Planner, Washoe County Regional Parks and Open Space

### PLEDGE OF ALLEGIANCE

Commissioner Cobb led the pledge to the flag.

### APPROVAL OF AGENDA

In accordance with the Open Meeting Law, Commissioner Hartung moved to approve the agenda for the July 7, 2009 meeting. Commissioner Cobb seconded the motion, which passed unanimously.

**APPROVAL OF MINUTES**

None Available

**PUBLIC COMMENT**

None

**ELECTION OF OFFICERS:** Planning Commission Chair and Vice Chair

Commissioner Hibdon nominated and moved to elect Commissioner VanderWell as Chair. The motion was seconded by Commissioner Lockard and passed unanimously.

Commissioner Edwards nominated and moved to elect Commissioner Cobb as Vice Chair. The motion was seconded by Commissioner Weber and passed unanimously.

**CONSIDER AND ADOPT A RESOLUTION COMMENDING CHRISTY MAGERS FOR HER SERVICE TO WASHOE COUNTY**

Ms. Magers graciously accepted the resolution and expressed her privilege and honor to be member of the Planning Commission. She spoke to the professionalism of the staff and wished everyone well. Director Freund spoke to the exemplary service of Ms. Magers, in particular in her role as Chair. Sentiments were shared by each of the Commissioners.

Commissioner Cobb moved to adopt the resolution commending Christy Magers for her service to Washoe County. Commissioner Hibdon seconded the motion which carried unanimously.

**CONSENT ITEMS**

EXTENSION OF TIME REQUEST TM0007-002 (MONTREUX 2000) - TO EXTEND FOR ONE YEAR, UNTIL JULY 26, 2010, THE APPROVAL OF THE REMAINING 40 LOTS OF A 357-UNIT, SINGLE-FAMILY, COMMON OPEN SPACE SUBDIVISION AS AUTHORIZED BY WASHOE COUNTY DEVELOPMENT CODE SECTION 110.608.30 AND NRS 278.350 AND 360. THE ORIGINAL PROJECT CONSISTED OF AN APPROVAL OF LOTS RANGING IN SIZE FROM A MINIMUM 8,000 SQUARE FEET TO ±1 ACRE AND AN AVERAGE ±23,207 SQUARE FEET. COMMON AREA OF ±51.35 ACRES WILL INCLUDE PRIVATE STREETS AND LANDSCAPED AREAS. ±155.46 ACRES WILL BE USED FOR GOLF COURSE AREA, WHICH INCLUDES PORTIONS OF BOTH THE NEW AND PREVIOUSLY APPROVED 18-HOLE GOLF COURSE. THE REMAINING ±14.10 ACRES WILL BE UTILIZED FOR THE FUTURE EXTENSION OF PINEY CREEK ROAD AND ITS BUFFER AREA. THE PROJECT CONSISTS OF FOURTEEN PARCELS, WHICH ARE DESIGNATED LOW DENSITY SUBURBAN (LDS) AND GENERAL RURAL (GR) IN THE FOREST AREA PLAN. THE PROPERTY IS LOCATED SOUTH OF THE MOUNT ROSE HIGHWAY (SR 431) AT THE TREE LINE AND IS ACCESSED VIA BORDEAUX DRIVE. THE PARCELS ARE WITHIN PORTIONS OF SECTIONS 2, 3, AND 11, T17N, R19E, MDM, WASHOE COUNTY, NEVADA. THE PROPERTY IS LOCATED IN THE GALENA/STEAMBOAT CITIZEN ADVISORY BOARD BOUNDARY AND WASHOE COUNTY COMMISSION DISTRICT NO. 2. (APN: 148-351-05, 148-010-51, AND 148-222-24. ORIGINAL APNS: 047-141-09, 148-010-04, 148-010-06, 148-010-31, 148-010-40, 148-010-21, AND 148-222-22)

Commissioner Hibdon moved to approve Consent Item A; Commissioner Hartung seconded the motion which carried unanimously.

### **AGENDA ITEM 1**

ABANDONMENT CASE NO. AB09-003 (WASHOE COUNTY) - To abandon a roadway easement of ±50,537 square feet, located south of Sky Ranch Park, as shown on Tract Map 1891, as authorized by Article 806 of the Washoe County Development Code. The Spanish Springs Road right-of-way traverses the Sky Ranch Park along the southern boundary. The subject parcels north of the easement are designated Parks and Recreation (PR) in the Spanish Springs Area Plan, and are situated in a portion of Section 21, T20N, R35E, MDM, Washoe County, Nevada. The property is located within the Spanish Springs Citizen Advisory Board boundaries and Washoe County Commission District No. 4. (APNs 534-091-03, 534-091-02, and 582-020-15)

Acting Chair VanderWell opened the public hearing.

Sandra Monsalve reviewed her staff report dated June 22, 2009, concerning a request to abandon a parcel of land in between the park and the City of Sparks and which currently has no associated zoning. She noted the southern portion of the easement requires abandonment by the City of Sparks. Several flood channels are located in the area which will require further work with the Department of Water Resources.

Jennifer Budge, Park Planner, Regional Parks and Open Space, presented herself for questions.

Acting Chair VanderWell closed the public hearing.

Commissioner Hibdon inquired as to the status of the southern portion and the likelihood it will be abandoned by the City of Sparks. Ms. Monsalve indicated review by Washoe County was required prior to being heard by the City of Sparks.

Commissioner Hartung questioned the timing of the abandonment. Ms. Budge indicated it had been overlooked and was now being brought forward to be formalized.

Commissioner Cobb moved to approve with conditions Abandonment Case Number AB09-003 (Washoe County) to abandon a roadway easement having made the following findings in accordance with Washoe County Development Code Section 110.806.20. Commissioner Weber seconded the motion which carried unanimously

The motion was based on the following findings:

1. Comprehensive Plan. That the abandonment or vacation is consistent with the policies, action programs, standards and maps of the Comprehensive Plan and the Spanish Springs Area Plan;
2. No Detriment. That the abandonment or vacation does not result in a material injury to the public;
3. Existing Easements. That existing public utility easements in the area shall remain and continue to provide needed service; and

4. Reasoned Consideration. That the Planning Commissioners gave reasoned consideration to the information contained within the staff report and information received during the meeting.

## **AGENDA ITEM 2**

ABANDONMENT CASE NO. AB09-004 (BALL, HANDLIN, SIGLER, WINKEL AND HANSEN) – To abandon the 33-foot-wide government patent, access and public utility easements on the North, West and South of the lots addressed as 15715, 15621, 15623, 15625 and 15735 Fawn Lane, as permitted in Article 806 of the Washoe County Development Code. The project consists of five parcels and is located on the west side of Fawn Lane approximately one-half mile south of its intersection with State Route 431. The parcels total ±9.49 acres and are designated Low Density Suburban (LDS) in the Forest Area Plan, and are situated in a portion of Section 36, T18N, R19E, MDM, Washoe County, Nevada. The property is located in the Galena/Steamboat Citizen Advisory Board boundary and Washoe County Commission District No. 2. (APNs 150-231-06 through 10)

Acting Chair VanderWell opened the public hearing.

Commissioner Weber, as an owner of property on Fawn Lane, recused himself.

Roger Pelham reviewed his staff report dated June 19, 2009, identifying five parcels on Fawn Lane requesting to abandon the 33-foot-wide government patent, access and public utility easements. Mr. Pelham identified the established access on the south, stating staff was recommending only 23 of the 33 feet be abandoned. He reviewed the proposed utility and access easements, including a fire truck turn around, recommended for retention.

Frank Bidart, Odyssey Engineering, Applicant's Representative, presented himself for questions of the Commission.

Acting Chair VanderWell closed the public hearing.

Commissioner Lockard moved to partially approve with conditions Abandonment Case Number AB09-004 (Ball, Handlin, Sigler, Winkel and Hansen) to abandon the access and public utility easements to the County having made the following findings in accordance with Washoe County Development Code Section 110.806.20. Commissioner Cobb seconded the motion which carried with six in favor, none opposed, Commissioner Weber abstaining.

The motion was based on the following findings:

1. Comprehensive Plan. That the abandonment or vacation is consistent with the policies, action programs, standards and maps of the Comprehensive Plan and the applicable area plans;
2. No Detriment. That the abandonment or vacation does not result in a material injury to the public;
3. Existing Easements. That existing public utility easements in the area shall remain and continue to provide needed service; and
4. Reasoned Consideration. That the Planning Commissioners gave reasoned consideration to the information contained within the staff report and information received during the meeting.

### **AGENDA ITEM 3**

To request review and discussion on the below list of possible Development Code amendments: Division One (Introduction and Organization); Division Three (Regulation of Uses); Division Four (Development Standards); Division Six (Subdivisions Regulations); Division Eight (Procedures); and Division Nine (General Provisions); and to provide the Planning Commission with information on how and when their input would be anticipated by staff regarding the above listed possible amendments and on other possible amendments that the Planning Commission may identify.

Kim Robinson reviewed the staff report submitted to the Commission dated June 22, 2009 reviewing some of the Development Code amendments that had been identified by staff. The Commissioners were asked to provide their input and suggestions on proposed or potential other amendments organized by Division. She noted that what was provided to the Commission was not intended to be comprehensive but rather, a sampling of some of the possible amendments. The lead staff member for each of the Divisions was provided and the Commissioners were invited to provide their input and suggestions.

Director Freund spoke of the comprehensive rewrite of the landscaping code to encourage native species. When the Development Code had been assessed in 2005, a complete rewrite was recommended. Director's Interpretations have become an increasingly time-consuming manner in which the Development Code is interpreted.

Commissioner Edwards questioned the appropriateness of addressing the Area Plan update process in the Development Code. Director Freund indicated that would be more of a policy discussion and would be impacted by the discussion of converting to a two-map system.

Commissioner Lockard questioned the timeline proposed for the amendments and suggested inviting the input of the Citizen Advisory Boards earlier in the review process. Staff anticipates the amendments would not be brought forward all at once but rather staggered.

Commissioner Cobb noted considerable work had been done prior on a fencing code and he would like to see that brought forward.

Commissioner Weber strongly recommended, for the benefit of the public, that there be consistency in the code language of the three jurisdictions.

### **AGENDA ITEM 4**

Staff request for direction regarding the conversion of the County's land use and zoning system from a one-map approach to a two-map approach.

Bill Whitney reviewed his staff report dated June 5, 2009, and Dr. Young's briefing paper, discussing in detail, the merits and key issues of both the one-map and the two-map systems. Staff sought to answer questions, gain input and, should the Commission confirm the direction, discuss an appropriate path for the undertaking a conversion to a two-map system.

Washoe County's existing one-map system, adopted in 1992, incorporates both the long-range vision for the community (master plan) and the existing land use zoning onto a single map. A 2005 analysis by Duncan and Associates on the Development Code found the one-map system

to be fairly burdensome thereby offsetting its advantages over a two-map system. Two-map systems provide for public review while providing more flexibility. The County Commission will be charged with deciding the public hearing component of a two-map process. A two-map system will eliminate the need for review of zoning changes by the Regional Planning Commission. A two-map system will separate the long range master planning process from the development-specific review process. No change in development potential or entitlement on private property is planned and where possible, existing nomenclature will be retained.

Should both the Planning Commission and the County Commission give direction to move forward with a conversion to a two-map process, staff will return with draft of a working two-map concept and a timeline with the planned public involvement process.

Commissioner Hartung inquired as to those applications already in process as this change moves forward. Staff indicated the regulations current as of the time of the application would be applicable for that application so as to avert potential confusion to applicants. Director Freund spoke to the uniqueness of the one-map system and its misconception of permanence and his concern with the lack of a growth guidance component in the form of a map. He emphasized that the merits of a two-map system should not be judged solely based on how neighboring jurisdictions use it, noting Sparks and Reno each use it differently.

Commissioner Hartung voiced strong concern with creating zoning designations too broad in nature. Director Freund concurred with the concern and indicated the path the County was looking at would move similar existing designations into master plan designations and noted anything with a specific plan or similar designation would be supported by a development standards handbook. This process was not envisioned to be one with a lengthy transition process or with any disruption of existing entitlements.

Commissioner Hibdon spoke to his involvement in the development community for the past 30 years, the 1992 transition to the one-map system, and the need to differentiate planning from the market timing component. Director Freund noted his perception that the one-map system worked to confuse the functions of planning and market timing. Mr. Whitney spoke to the increased market flexibility of master plan designations under a two-map system.

Commissioner Cobb expressed delight with seeing this process move forward.

Commissioner Lockard questioned any known development community perceptions of working with the one-map system and their planned involvement in a potential move to a two-map system. Dr. Young expressed the intent to change the process under which a landowner would ask for a change, not any change to anyone's zoning or development potential. The specifics of the public involvement process had not yet been identified but would, of course, involve key stakeholders.

Director Freund stated the item would be taken to the County Commission once a more defined approach was identified and that a recommendation from the Planning Commission to the County Commission would be sought in the future.

Commissioner Hibdon stressed the importance of being mindful not to create a fear in the community that a loss or change in existing development potential is included in this transition.

Commissioner Edwards applauded the thoroughness of the briefing paper and warned against creating master plan categories so broad in nature so as to defeat the public input process; he stated support for the conversion process. Director Freund noted Nevada Revised Statutes provides the guidance for the notification process for both Comprehensive Plan and zoning changes.

Acting Chair VanderWell recommended bringing all the stakeholders to the table at the same time in the process.

Commissioner Lockard stated support for a separation of the two components.

## **OTHER ITEMS**

None

## **CHAIR AND COMMISSION ITEMS**

- a. Report on Previous Planning Commission Items

Ms. Robinson indicated the Forest Area Plan update was scheduled to be heard by the Board of County Commission July 14, 2009.

- b. Appoint a Representative and Select Alternates to the Regional Planning Commission

Commissioners Weber and Hibdon expressed interest in being appointed as the representative to the Regional Planning Commission.

Commissioner Edwards moved to appoint Commissioner Hibdon as the appointee; Commissioner Weber seconded the motion which carried with a unanimous vote.

Alternates to the Regional Planning Commission were identified in the following order: Commissioner Weber, Commissioner Lockard, Commissioner Hartung, Commissioner Cobb.

- c. Draft Planning Commission Rules, Policies and Procedures

Commissioners were asked to provide comments and changes to Ms. Robinson concerning the draft Rules, Policies and Procedures by end of business July 24.

Acting Chair VanderWell asked that questions be directed through the Chair and that Commissioners be mindful of whether or not their microphones were on when speaking. She asked if unlocked documents could be made available to the Commissioners to allow for electronic commenting and inquired about County supplied email address availability.

## **DIRECTOR'S ITEMS**

Director Freund indicated the next Regional Planning Commission agenda included an item to either amend the boundaries of or delete the Reno Stead Corridor Joint Plan. The Board of County Commissioners had unanimously voted in favor of retaining the Plan. Amendment of the boundaries would remove the Echeverria and ERGS properties from the joint planning area. The City of Reno City Council had initiated an amendment to eliminate the Plan.

Director Freund recognized the contributions of the staff members who had left the Community Development Department through voluntary separations: Valerie Bahl, Business License Specialist; Catherine Moldenhauer, Office Support Specialist; Michael, Harper, FAICP, Planning Manager; Lisa Brosnan, Planner, Mike Kennedy, Senior Code Enforcement Officer; and Kelly Mullin, Planner.

Ms. Robinson asked that the Commissioners, who had not already done so, come into the office for I.D. photos.

**ADJOURNMENT**

Since there was no further business to come before the Planning Commission, the meeting adjourned at 8:08 p.m.

Respectfully submitted,

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Sara DeLozier, Recording Secretary

Approved by Commission in session on September 1, 2009.

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Adrian P. Freund, FAICP  
Secretary to the Planning Commission