



# WASHOE COUNTY PLANNING COMMISSION Meeting Minutes

## Planning Commission Members

Neal Cobb, Chair  
Roger Edwards, Vice Chair  
Vaughn Hartung  
Roy H. Hibdon  
Dian A. VanderWell  
William Weber  
D.J. Whittemore  
Kimberly H. Robinson, MUP, Secretary

Tuesday, December 6, 2011  
6:30 p.m.

Washoe County Administration Complex  
Commission Chambers  
1001 East Ninth Street  
Reno, NV

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The Washoe County Planning Commission met in regular session on Tuesday, December 6, 2011, in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada.

## 1. Determination of Quorum

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

Commissioners present: Neal Cobb, Chair  
Roger M. Edwards, Vice Chair  
Vaughn Hartung  
Roy H. Hibdon  
Dian A. VanderWell  
William Weber  
D.J. Whittemore

Commissioners absent: None

Staff present: Kimberly Robinson, Planning Manager, Community Development  
Bill Whitney, Senior Planner, Community Development  
Sandra Monsalve, AICP, Senior Planner, Community Development  
Greg Salter, Esq., Deputy District Attorney  
Sara DeLozier, Recording Secretary, Community Development

## 2. Pledge of Allegiance

Commissioner Whittemore led the pledge to the flag.

## 3. Ethics Law Announcement

Deputy District Attorney Salter provided the ethics procedure for disclosures.

#### **4. Appeal Procedure**

Ms. Robinson recited the appeal procedure for items heard before the Planning Commission.

#### **5. Public Comment**

As there was no one wishing to speak, Chair Cobb closed the public comment period.

#### **6. Approval of Agenda**

In accordance with the Open Meeting Law, Commissioner Hartung moved to approve the agenda for the December 6, 2011 meeting. Commissioner Edwards seconded the motion, which carried unanimously.

#### **7. Approval of Minutes of October 4, 2011 meeting**

Commissioner VanderWell moved to approve the minutes for the October 4, 2011 Planning Commission meeting as written. Commissioner Hibdon seconded the motion which carried with unanimously.

#### **8. Approval of Minutes of November 1, 2011 meeting**

Commissioner Edwards moved to approve the minutes for the November 1, 2011 Planning Commission meeting as written. Commissioner VanderWell seconded the motion which carried with unanimously.

#### **9. Consider and Adopt a Resolution Commending Kimberly H. Robinson for Her Service to Washoe County**

Commissioner Cobb read Ms. Robinson's Resolution; the Commissioners extended their best wishes to her in her new endeavor. Commissioner Edwards moved to adopt the resolution; Commissioner Weber provided the second; the motion carried unanimously.

#### **10. Planning Items**

##### **Item 10A**

**PUBLIC HEARING: Master Plan Amendment Case Number MPA11-002 (Public Services and Facilities Element Update)** (continued from the October 4 and November 1, 2011 agendas) – An amendment to the Washoe County Master Plan, Volume One, *Public Services and Facilities Element*, that provides a complete update of the Public Services and Facilities Element, establishing updated information, levels of service, goals and policies relating to the provision of necessary public services and facilities such as: water, sewer, general government and public safety facilities, libraries, parks, etc., to serve the land use and transportation system envisioned by the County Master Plan and for conformance with the Truckee Meadows Regional Plan.

Chair Cobb opened the public hearing. Bill Whitney reviewed his staff report dated November 23, 2011, and a handout with additional staff recommended changes for pages 24 and 45 dated December 6, 2011. He indicated he had been involved in discussions with the Builders Association of Northern Nevada and had worked with them to address their comments and resolve their concerns.

Jess Traver, Builders Association of Northern Nevada, spoke in favor of the updated Element, expressed appreciation for staff's professionalism and work on the update. He spoke in favor of basing an updated capital improvement program on the framework outlined in NRS 278b.201, for fees, concurrency, facility definitions, the review and approval process, and approaches for deficiencies and alternative plans for service areas such as Gerlach. He noted concern with the collection of the impact fees in advance of occupancy and a preference for predictability of costs.

Chair Cobb read the following letter from Greg Peek:

Dear Members of the Washoe County Planning Commission, I ask that this e-mail correspondence be made a part of the public comment record at tonight's Planning Commission meeting (December 6, 2011). I apologize for not appearing in person, but wanted to send a note of support for Item #10 A: Public Services and Facilities Element Update. Specifically, thank you to Bill Whitney and the others at Community Development for going the extra mile to work with me and others who hope to again develop projects in the County unincorporated areas. On several occasions, Bill met with members of the Builders Association of Northern Nevada to address our concerns. We believe we have reached a win-win framework in which to ensure orderly development that provides predictability for the developer and protection for the County and public in ensuring the elements of concurrency are met.

Please know that members of the Builders Association of Northern Nevada stand ready and willing to participate with the County in the examination of the needs – both future and existing – of each of the elements of concurrency, and, where appropriate, the creation of impact fees to meet those needs.

County staff's willingness to address our concern that the creation of any impact fee be done through the NRS 278B process is greatly appreciated. It is my view that the Public Services and Facilities Element Update captures this notion, and I urge your adoption.

Should you have any questions, please do not hesitate to let me know. Thank you for your time.

Chair Cobb closed the public hearing. In reference to Goals Three and Four, Commissioner Hibdon asked how existing private water and sewer systems were going to be handled in the future by the County. Mr. Whitney indicated Water Resources had reviewed the goals and that the goals stemmed from past system development which later become the County's responsibility and brought up to current system standards.

Commissioner VanderWell moved that, based upon the three findings of fact in accordance with Washoe County Development Code Section 110.820.15, the information presented in the staff report, written and verbal testimony received during the public hearing, the Washoe County Planning Commission adopt the Master Plan Amendment proposed for the Public Services and Facilities Element as approved by this Planning Commission in action MPA11-002. She further moved to authorize the Chair to sign the resolution contained at Exhibit A on behalf of the Planning Commission and direct staff to present a report on this Commission's recommendation to the Washoe County Commission within 60 days of today's date. Included in the motion were the staff recommended changes concerning "Flood Volume in Closed Playas" (page 24) and "Public Schools, Conditions and Trends" (last paragraph, page 45). Commissioner Weber seconded the motion which carried unanimously.

1. Consistency with Master Plan: Is the proposed amendment in substantial compliance with the policies and action programs of the Master Plan?
2. Response to Changed Conditions: Does the proposed amendment respond to changed conditions or further studies that have occurred since the Master Plan was adopted by the Board of County Commissioners and does the requested amendment represent a more desirable utilization of land?
3. Desired Pattern of Growth: Does the proposed amendment promote the desired pattern for the orderly physical growth of the County and guide development of the County based on the projected population growth with the least amount of natural resource impairment and the efficient expenditure of funds for public services?

## 11. Project Review Items

### Item 11A

**PUBLIC HEARING: Amendment of Conditions Case Number AC11-007 (Complete Wireless for Verizon Wireless)** - To amend the conditions of approval of the approved Special Use Permit Case No. SW0010-023, in order to add additional conditions allowing the applicant to collocate twelve (12) additional antennas onto the wireless monopole/clock tower, and add a 12'x16' equipment shelter with all necessary appurtenances, adjacent to the original equipment cabinet shelter.

- Location: 105 E. Gepford Parkway, just east of Sun Valley Boulevard
- Assessor's Parcel Number: 085-155-021
- Parcel Size: 1.10 acres
- Regulatory Zone: Public Semi-Public Facilities (PSP)
- Area Plan: Sun Valley
- Citizen Advisory Board: Sun Valley
- Commission District: 5 – Commissioner Weber
- Development Code: Authorized in Article 810, Special Use Permits
- TMSA: Within the Truckee Meadows Service Area
- Section/Township/Range: Within Section 19, T20N, R20E, Washoe County, NV
- Staff: Sandra Monsalve, AICP, Senior Planner  
Phone: 775.328.3608  
Email: smonsalve@washoecounty.us

Chair Cobb opened the public hearing. Sandra Monsalve reviewed her staff report dated October 4, 2011, and noted the original conditions were still applicable. The following changes were noted to the staff report: the notation of 5x10 concrete should include the word "pad" afterwards; and the increase area signage would be five feet on all sides.

Staff requested that the Planning Commission consider either directing the applicant to attend a Design Review Committee meeting to review and select a color or make a determination tonight. Ms. Monsalve indicated the CAB had a preference to have the clock

tower be a community marker with a color added, or possibly an alternative font or font size, to bring attention to it rather than have it blend in. There would not be an additional fee for Design Review Committee review and its review would not delay the applicant being able to go forward with the project should the proposed amendments be approved.

Lona Sheer, Complete Wireless for Verizon Wireless, indicated the amendment was to provide increased coverage at a site needed to off load surrounding sites with particular increased coverage for the Sun Valley area. The new antennas would be 8 feet in length and transmit through the sign. She indicated they were considering a pale yellow, a bold yellow, and the option to leave it as is. Photo simulations of the clock tower, as included in the staff report, with the proposed expansion and in a yellow color were passed out for review. David Hockey, Tower Co, owner of the tower, recognized that it would be difficult to satisfy everyone in the community with regard to the color, but would like to work with them; he voiced concern with potential delays addition review might have.

Commissioner Weber suggested it was out of the purview of the Planning Commission to prescribe the color, noting it should be left as it is or, if necessary, direct the discussion to the Design Review Committee. Commissioner Whittemore agreed that he'd prefer that the design features be left to the discretion of the company that owns the tower. Commissioner Hartung further agreed with going forward with the color the Design Review Committee had originally agreed to and that a new color that would require additional or increased maintenance.

Commissioner Hibdon suggested the Citizen Advisory Board be invited to provide input to the Design Review Committee if it were to be heard by them. Ms. Monsalve indicated the original project had been reviewed by the Design Review Committee, at which time yellow was suggested but there were concerns with maintenance. Chair Cobb spoke in favor of asking the Design Review Committee to review the proposed design for color, font and content.

Commissioner Weber moved that after considering the information contained within the staff report and the information received during the public hearing, the Washoe County Planning Commission approve Amendment of Conditions Case No. AC11-007 for Complete Wireless for Verizon Wireless, with the removal of proposed Condition 13, having made all five findings in accordance with Washoe County Development Code Section 110.810.30 and subject to the findings enumerated in Section 110.324.75. Commissioner Hartung seconded the motion which carried, five in favor, two opposed (Chair Cobb and Commissioner Edwards).

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;
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 collocation of an additional 12 antennas onto the existing monopole structure (camouflaged as a clock tower) 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; 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.

And,

Section 110.324.75, subject to the findings enumerated below.

- (a) That the communications facility meets all the standards of Sections 110.324.40 through 110.324.60 as determined by the Director of Community Development and/or his/her authorized representative;
- (b) That public input was considered during the public hearing review process; and
- (c) That the monopole or lattice tower will not unduly impact the adjacent neighborhoods or the vistas and ridgelines of the County.

## **12. Chair and Commission Items**

### **A. \*Legal Information and Updates**

Deputy District Attorney Salter indicated he had no updates for the Planning Commission.

## **13. Director's Items**

Ms. Robinson indicated the East Truckee Canyon Master Plan Amendment was scheduled to be heard by the Regional Planning Governing Board in December; and, the Warm Springs Area Plan update was scheduled to be heard by the Regional Planning Commission in January. Bill Whitney was announced as Action Planning Manager.

## **14. Public Comment**

As there was no one wishing to speak, Chair Cobb closed the public comment period.

## **15. Adjournment**

Since there was no further business to come before the Planning Commission, the meeting adjourned at 7:44 p.m.

Respectfully submitted,

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Sara DeLozier, Recording Secretary

Approved by Commission in session on February 7, 2012.

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Secretary to the Planning Commission