

# HANDOUT

## Citizen Advisory Boards



**Washoe County**  
**Permits Plus Zone**  
1001 East Ninth Street  
PO Box 11130  
Reno, NV 89520-0027



## **Washoe County Citizen Advisory Boards (CABs)**

CABs were established by the Washoe County Board of Commissioners to represent residents and property owners of Washoe County in designated geographical areas where residents share similar problems and concerns and where the community is distinct from other communities. CABs provide information to several boards and commissions, including the Washoe County Board of Commissioners, the Washoe County Planning Commission, and the Washoe County Board of Adjustment.

CABs serve two general purposes:

1. Inform the County Commissioners about the needs and concerns of residents and property owners in their community; and
2. Provide a forum where citizens can learn of the activities of County Government.

CABs are based on the premise that citizen involvement produces better-informed decisions by County Government and produces better-informed citizens. Increasing public awareness and participation enable the citizenry to hold the Board of County Commissioners accountable for its decisions and help to ensure good County Government.

### **Responsibility of the Citizen Advisory Boards**

Citizen Advisory Boards perform the following functions:

- Provide advice on land use, zoning, public services, budget, taxes and other matters within their geographical areas of responsibility.
- Represent the views and concerns of residents and property owners within their geographical areas of responsibility in a fair and equitable manner.
- Serve as a liaison between the residents and/or property owners of the unincorporated area of Washoe County and the Board of County Commissioners.
- Disseminate information within their geographical areas of responsibility regarding the concerns of the residents and property owners.

### **Washoe County Citizen Advisory Board Boundary Maps**

The area of responsibility for each CAB is defined by boundaries that have been established by the Board of County Commissioners. Maps defining the boundaries of each CAB are available on the WEB at [www.washoecounty.us/ComDev](http://www.washoecounty.us/ComDev), then Map Products, then Citizen Advisory Board Maps. You may also call the Program Assistant of the Department of Community Development at 328-3612 for additional information.

Some CABs have specific geographic areas of responsibility within their boundaries to further define an area for a CAB member's seat. The following is a list of all Washoe County CABs:

- **Cold Springs**
- **District Three**
- **East Washoe Valley**
- **East Truckee Canyon**
- **Galena-Steamboat** (includes Callahan Ranch, Galena Forest, Pleasant Valley and Toll Road)
- **Gerlach/Empire**
- **Incline Village/Crystal Bay**
- **North Valleys** (includes Golden Valley, Horizon Hills, Lemmon Valley, Panther Valley, Rancho Haven, and Red Rock)
- **Southeast Truckee Meadows** (includes Hidden Valley and Virginia Foothills)
- **Southwest Truckee Meadows**
- **Spanish Springs**
- **Sun Valley**
- **Verdi Township**
- **Warm Springs**
- **West Truckee Meadows**
- **West Washoe Valley**

### **Scope of Responsibility**

Goals, priorities and courses of action are determined independently for each CAB in response to the particular needs and concerns of their community. CAB members set their own agendas.

Issues that CABs have dealt with in the past include neighborhood cleanup, animal control, land use and development, park development, rezoning, street lighting, annexation, and youth programs. In addition, the CABs have assisted the Planning Commission and Community Development staff in developing Area Plans, and helped the Road Division set priorities for street paving and maintenance. Essentially, a CAB may address any issue that is of concern to the community.

CABs study and give counsel on public issues, but are not responsible for the actual preparation of policies or programs. Their purpose is primarily to communicate ideas and concerns to the County Commissioners, thus enabling them to better do the job to which they were elected. Monthly CAB meetings facilitate proper identification and presentation of these concerns. These meetings should be viewed as an open forum and an opportunity for members of the public to identify issues facing their community which they would like discussed by County staff and Commissioners.

### **Planning and Development Review Applications**

CABs review applications for Use Permits, Variances, Development Code Amendments, Comprehensive Plan Amendments, and Tentative Subdivision Maps (brochures are available describing each of these applications). Once a proposed project or amendment has been reviewed, the CAB forwards its comments and concerns to staff. The issues identified by the CABs are incorporated into the staff report that is presented to the Planning Commission, Board of Adjustment, or Board of County Commissioners (depending on the type of application). It is recommended that applicants schedule their proposed projects in advance with the local CAB

before the public hearing. This allows the applicant to respond to neighborhood concerns early in the review process and may prevent delays in the future by involving the community.

CABs also receive notice of Parcel Map Review Committee meetings concerning second or subsequent parcel maps. CAB members and/or interested public should attend the Committee meeting to express opinions on the parcel map application.

### **How to Contact Your Local CAB**

Whether you are a concerned citizen and want to give input on an issue or development proposal, or you are a developer seeking input from the community for a development proposal, you will want to contact your CAB. In order to find out when your CAB meets, or to schedule an item on the CAB agenda, please contact the Department of Community Development, 328-3623. Additional information is also available on our Website at [www.washoecounty.us/](http://www.washoecounty.us/), Boards and Commissions then choose *Citizen Advisory Boards* (CAB maps, meeting agendas and minutes, membership, etc.).

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