



WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

Board of Adjustment Members

Kim Toulouse, Chair
Clay Thomas, Vice Chair
Kristina Hill
Lee Lawrence
Brad Stanley
Carl R. Webb, Jr., Secretary

Thursday, June 1, 2017

1:30 p.m.

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

PUBLIC HEARING ITEMS

(Complete case descriptions are provided beginning on page three of this agenda)

- **Special Use Permit Case Number WSUP17-0007 (Quilici Road Group Care)**
- **Administrative Permit Case Number WADMIN17-0003 (Powning DAS)**
- **Special Use Permit Case Number WSUP17-0005 (Old Ophir Ranch)**
- **Administrative Permit Case Number WADMIN17-0004 (Classical Tahoe)**
- **Variance Case Number WVAR17-0002 (Fisher/Kintz Front Yard Setback Reduction)**
- **Special Use Permit Case Number WSUP17-0009 (Truckee Meadows Water Authority)**

Items for Possible Action. All numbered or lettered items on this agenda are hereby designated for possible action as if the words “for possible action” were written next to each item (NRS 241.020), except for items marked with an asterisk (*). Those items marked with an asterisk (*) may be discussed but action will not be taken on them.

Possible Changes to Agenda Order and Timing. Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting or moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

Public Comment. During the “General Public Comment” items listed below, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during public hearing and planning items that are *not* marked with an asterisk (*). Any public comment for hearing and planning items will be heard before action is taken on the item and must be about the specific item being considered by the Board. In order to speak during any public comment, each speaker must fill out a “Request to Speak” form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations, five minutes for a speaker representing a group, and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair. At the discretion of the Chair, additional time may be provided to any party if the request is made at least 24 hours in advance of the meeting start time. Comments are to be directed to the Board as a whole and not to one individual.

Public Participation. The Board of Adjustment adopted Rules, Policies and Procedures are available on the website provided on the next page or by contacting the Planning and Development Division.

At least one copy of items displayed and at least ten copies of any written or graphic material for the Board’s consideration should be provided to the Recording Secretary. Materials longer than one page in length submitted within six days of the Board of Adjustment meeting may not be considered by the Board in their deliberations. Subject to applicable law and the Board’s Rules, Policies and Procedures, public comment or

testimony may be submitted to the Board in written form for its consideration. However, the Board is not required to read written statements aloud during the meeting.

Posting of Agenda; Location of Website: Pursuant to NRS 241.020, the Agenda for the Board Meeting has been posted at the following locations: Washoe County Administration Building (1001 E. 9th Street, Bldg. A); Washoe County Courthouse – Second Judicial District Court (75 Court Street); Washoe County – Reno Downtown Library (301 South Center Street); Sparks Justice Court (1675 East Prater Way); https://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php; and <https://notice.nv.gov>.

How to Get Copies of Agenda and Support Material: Copies of this agenda and supporting materials may be obtained through the Planning and Development Division website (http://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php) or at the Planning and Development Division Office (contact Donna Fagan, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3616 or e-mail dfagan@washoecounty.us). If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Support material is available to the public at the same time it is distributed to Board of Adjustment members. If material is distributed at a meeting, it is available within 24 hours after the meeting.

Special Accommodations: Facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g. sign language, interpreters, or assisted listening devices) at the meeting should notify the Planning and Development Division, at 775.328.6100, two working days prior to the meeting.

Appeal Procedure: Most decisions rendered by the Board of Adjustment are appealable to the Board of County Commissioners. If you disagree with the decision of the Board of Adjustment and you want to appeal its action, call the Planning staff immediately at 775.328.3600. You will be informed of the appeal procedure, and application fee. Appeals must be in writing and must be delivered to the Planning and Development Division within 10 calendar days from the date that the decision being appealed is signed by the Secretary of the Board of Adjustment, and mailed to the original applicant in the proceeding being appealed.

AGENDA

1:30 p.m.

1. ***Determination of Quorum**
2. ***Pledge of Allegiance**
3. ***Ethics Law Announcement**
4. ***Appeal Procedure**
5. ***Public Comment**

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

6. **Possible action to approve Agenda**
7. **Possible action to approve April 6, 2017 Draft Minutes**
8. **Planning Items**

For possible action and discussion to direct staff to draft amendments to the Board of Adjustment's Rules, Policies and Procedures to remove the public comment time limit rule of five minutes for a speaker representing a group and other matters as appropriate.

9. Public Hearings

The Board of Adjustment may take action to approve (with or without conditions), modify and approve (with or without conditions), or deny a request. The Board of Adjustment may also take action to continue an item to a future agenda.

A. **Special Use Permit Case Number WSUP17-0007 (Quilici Road Group Care)** – For possible action, hearing, and discussion to approve a Special Use Permit to allow the conversion of an existing 3,817 square foot single family dwelling to a 5,041 square foot 15 bed group care facility that will provide assisted living care to elderly patients not requiring medical treatment. If approved, the permit may also include variances to generally applicable building or operation requirements as provided in WCC 110.810.20(e) and WCC 110.804.25, including but not limited to variances to the required number and type of allowed parking spaces, variances to the required access dimensions to the site, variances to the amount or type of required landscaping, and variances to the lighting requirements at the site including the exterior of the building and the parking area(s).

- Applicant: Hughes Private Capital, LLC
- Property Owner: ROI Strategies LLC
- Location: 3405 Quilici Road
- Assessor's Parcel Number: 040-730-32
- Parcel Size: 2.97 acres
- Master Plan Category: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 302, Allowed Uses as a Civic Use Type, Article 322, Group Care Facilities; and Article 810, Special Use Permits

- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 13, T18N, R19E, MDM
Washoe County, NV

- Staff: Chad Giesinger, AICP, Senior Planner
- Phone: 775.328.3626
- Email: cgiesinger@washoecounty.us

B. **Administrative Permit Case Number WADMIN17-0003 (Powning DAS)** – For possible action, hearing, and discussion to approve an Administrative Permit to allow the construction of a detached accessory structure that is larger than the main dwelling on the parcel. The proposed detached accessory structure is a 4,000 square foot pre-fabricated metal building and the existing main dwelling is a 1,310 square foot single story structure.

- Applicant: Powning Family Trust
- Property Owner: Powning Family Trust
- Location: 265 Bridge Street, Verdi
- Assessor's Parcel Number: 038-072-19
- Parcel Size: 1.61 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Verdi
- Citizen Advisory Board: West Truckee Meadows/Verdi Township
- Development Code: Authorized in Article 306 Accessory Uses and Structures; and Article 808, Administrative Permits

- Commission District: 5 – Commissioner Herman

- Section/Township/Range: Section 8, T19N, R18E, MDM, Washoe County, NV
- Staff: Chad Giesinger, AICP, Senior Planner
- Phone: 775.328.3626
- Email: cgiesinger@washoecounty.us

C. **Special Use Permit Case Number WSUP17-0005 (Old Ophir Ranch)** – For possible action, hearing and discussion to approve a special use permit for an equine retirement facility under the commercial stables commercial use type. The facility is proposed to board up to 20 horses, plus the owner’s six personal horses. The applicant also requests a reduction in parking and landscaping standards, to allow for: one less required parking space; decomposed granite instead of the required paved parking and maneuvering surface; open fencing instead of the required solid decorative wall or fence between the property and adjoining residential uses; and the placement of one tree every 40 feet instead of the required one tree every 20 feet adjacent to residential uses.

- Applicant/Property Owner: Lea Ann Canavan
- Location: 0 Old Ophir Road, immediately south of its intersection with Washoe Drive, and approximately 1,000 feet east of Highway 395
- Assessor’s Parcel Number: 050-210-15
- Parcel Size: ±6.41-acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 810, *Special Use Permits*
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 26, T17N, R19E, MDM, Washoe County, NV
- Staff: Kelly Mullin, Planner
- Phone: 775.328.3608
- Email: kmullin@washoecounty.us

D. **Administrative Permit Case Number WADMIN17-0004 (Classical Tahoe)** – For possible action, hearing, and discussion to approve an Administrative Permit and outdoor community event business license application, and associated license conditions for Classical Tahoe, an outdoor concert event to be held at the Sierra Nevada College in Incline Village, Nevada on July 28, 29, and 30, August 1, 4, 5, 8, 11 and 12, 2017. The proposed outdoor concerts will be held between the hours of 5:00 p.m. and 8:30 p.m. All proposed concerts will be unamplified classical music located within a portable tent erected on the College campus for the event. Primary participant and spectator parking will be within the College campus (APN: 127-040-10) with additional off-site (overflow) parking at the Incline Village General Improvement District (IVGID) Recreation Facility (APN: 127-040-07), if needed. Event organizers estimate that approximately 1,300 participants and spectators will take part in the event during any one three-day event period, with a maximum of 500 participants and spectators on any one day of the event. If approved, authorize the Director of the Planning and Development Division, Community Services Department to issue the outdoor community event business license when all pre-event conditions have been met.

- Applicant: Classical Tahoe – Kirby Combs
- Property Owner: Sierra Nevada College
- Location: 948 Incline Way
Incline Village, NV 89451

- Assessor's Parcel Numbers: 127-040-10 (College) and 127-040-07 (IVGID Recreation Center)
- Parcel Size: 17.05 acres (College), 1.4 acres (Recreation Center)
- Master Plan Category: Commercial (C)
- Regulatory Zone: Public and Semi-Public Facilities (PSP)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 808, Administrative Permits; Article 310, Temporary Uses and Structures; and Washoe County Code Chapter 25, Business Licenses Ordinance
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Within Section 23, T16N, R18E, MDM, Washoe County, NV
- Staff: Roger Pelham, MPA, Senior Planner
- Phone: 775.328.3622
- Email: rpelham@washoecounty.us

E. Variance Case Number WVAR17-0002 (Fisher/Kintz Front Yard Setback Reduction) –

For possible action, hearing, and discussion to approve a variance to reduce the required front yard setback from 20 feet to 10 feet 2 inches for expansion of a dwelling that is currently permitted and under construction (the total encroachment, including the overhang, is proposed to be 9 feet 10 inches). The proposed encroachment into the front yard setback includes a cover for the front porch with a depth of 7 feet 10 inches and an additional 2 feet of roof eave overhang within the front yard setback. The variance request also includes a reduction in the front yard setback from 20 feet to 19 feet 6 inches for a “decorative truss” at the front of the garage.

- Applicant/Property Owner: Michael Fisher and Susanna Kintz
567 Alden Lane
Incline Village, NV 89451
- Location: 567 Alden Lane, approximately 150 feet northeast of its intersection with Tyner Way
- Assessor's Parcel Number: 122-133-02
- Parcel Size: ±0.39 acres (±16,988 square feet)
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 804, Variances
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Section 17, Township 16 N, Range 18 E, MDM
Washoe County, NV
- Staff: Roger Pelham, MPA, Senior Planner
- Phone: 775.328.3622
- Email: rpelham@washoecounty.us

F. Special Use Permit Case Number WSUP17-0009 (Truckee Meadows Water Authority) –

For possible action, hearing, and discussion to approve a special use permit to allow the construction and operation of a temporary water treatment facility (utility services civic use type) at an existing water well site. The treatment facility is proposed to be located within a tent-structure approximately 15 feet wide, 30 feet long and 15 feet in height. Operation of the treatment facility is proposed for a maximum of 24 months. With the review and possible

approval of the special use permit ,the applicant is seeking to vary the following Washoe County Chapter 110 (Development Code) standards: 1) Reduce all required building setbacks for the tent-structure as follows: side yard setback from 8 feet to 5 feet; rear setback from 20 feet to 7 feet; and front setback from 20 feet to 5 feet; 2) Reduce the required amount of landscaping from 20% of the site to that which is currently existing on the site; 3) Reduce the required parking surface from asphalt or concrete to the dirt or gravel currently existing on the site; and, 4) Allow one temporary parking space within the public right-of-way.

- Applicant/Property Owner: Truckee Meadows Water Authority
Attn: Paul Miller
PO Box 30013
Reno, NV 89520
- Location: 195 Milke Way, Sparks, approximately 300 feet north of its intersection with Horse Springs Drive
- Assessor's Parcel Numbers: 530-502-02 and 03
- Parcel Size: 1216 square feet and 2500 square feet (total: ±.085 acres)
- Master Plan Category: Suburban Residential(SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 810, Special Use Permits and Article 806, Variances
- Commission District: 4 – Commissioner Hartung
- Section/Township/Range: Section 34, T21N, R20E, MDM, Washoe County, NV
- Staff: Roger Pelham, MPA, Senior Planner
- Phone: 775.328.3622
- Email: rpelham@washoecounty.us

10. Chair and Board Items

- *A. Future Agenda Items
- *B. Requests for Information from Staff

11. Director's and Legal Counsel's Items

- *A. Report on Previous Board of Adjustment Items
- *B. Legal Information and Updates

12. *General Public Comment

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

13. Adjournment