



Board of Adjustment Staff Report

Meeting Date: April 5, 2018

Agenda Item: 9D

ADMINISTRATIVE CASE NUMBER: WADMIN18-0001 (Christensen)

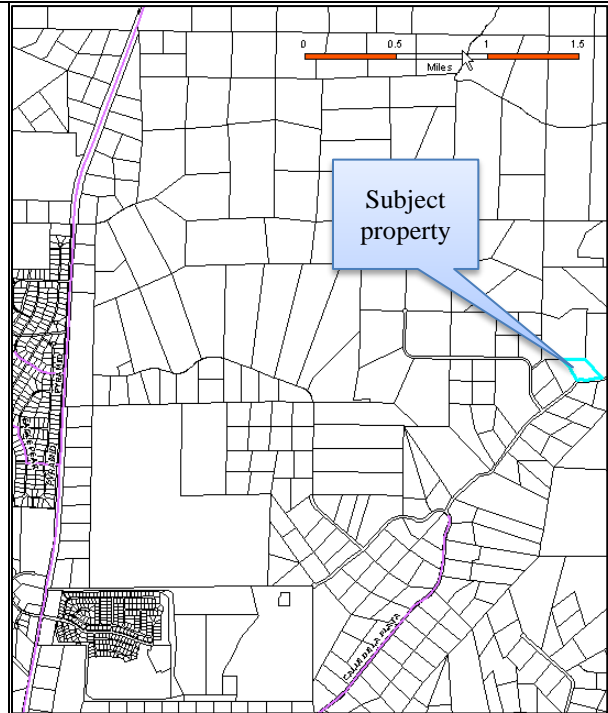
BRIEF SUMMARY OF REQUEST: Enlarge an existing accessory structure to a size larger than the home.

STAFF PLANNER: Planner's Name: Eva Krause
Phone Number: 775.328.3628
E-mail: ekrause@washoecounty.us

CASE DESCRIPTION

For possible action, hearing, and discussion to approve an administrative permit for the enlargement of an accessory structure used as a garage and shop, resulting in an accessory structure of ±1700 sq. ft. which has a building foot print larger than the primary residence.

Applicant/Owner:	Paul and Cynthia Christensen
Location:	716 Encanto Drive
APN:	076-300-78
Parcel Size:	±9.34 acre
Master Plan:	Rural (R)
Regulatory Zone:	General Rural (GR)
Area Plan:	Spanish Springs
Citizen Advisory Board:	Spanish Springs
Development Code:	Authorized in Article 306 Accessory Uses and Structures
Commission District:	4 – Commissioner Hartung
Section/Township/Range:	Section 8, T21N, R21E, MDM, Washoe County, NV



Vicinity Map

STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

POSSIBLE MOTION

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment approve with conditions Administrative Permit Case Number WADMIN18-0001 for Paul and Cynthia Christensen.

(Motion with Findings on Page 9)

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Administrative Permit Definition

The purpose of an Administrative Permit is to provide a method of review for a proposed use which possess characteristics that requires a thorough appraisal in order to determine if the use has the potential to adversely affect other land uses, transportation or facilities in the vicinity. The Board of Adjustment or the Hearing Examiner may require conditions of approval necessary to eliminate, mitigate, or minimize to an acceptable level any potentially adverse effects of a use, or to specify the terms under which commencement and operation of the use must comply. Prior to approving an application for an administrative permit, the Hearing Examiner or the Board of Adjustment must find that all of the required findings, if applicable, are true.

The Conditions of Approval for Administrative Permit Case Number WADMIN18-0001 is attached to this staff report and if approved will be included with the Action Order.

The subject property is designated as General Rural (GR) which permits single family dwelling with accessory structures. The property is developed with a single family residence and an accessory structure used as a garage and shop.

The applicant is proposing to build an addition to an existing detached accessory structure, which results in the accessory structure being larger than the dwelling. A detached accessory structure is an allowed use in the General Rural regulatory zone but when the accessory structure is larger than the dwelling an administrative permit is required per WCC Section 110.306.10(d).



Surrounding Properties Aerial Photo

Project Evaluation

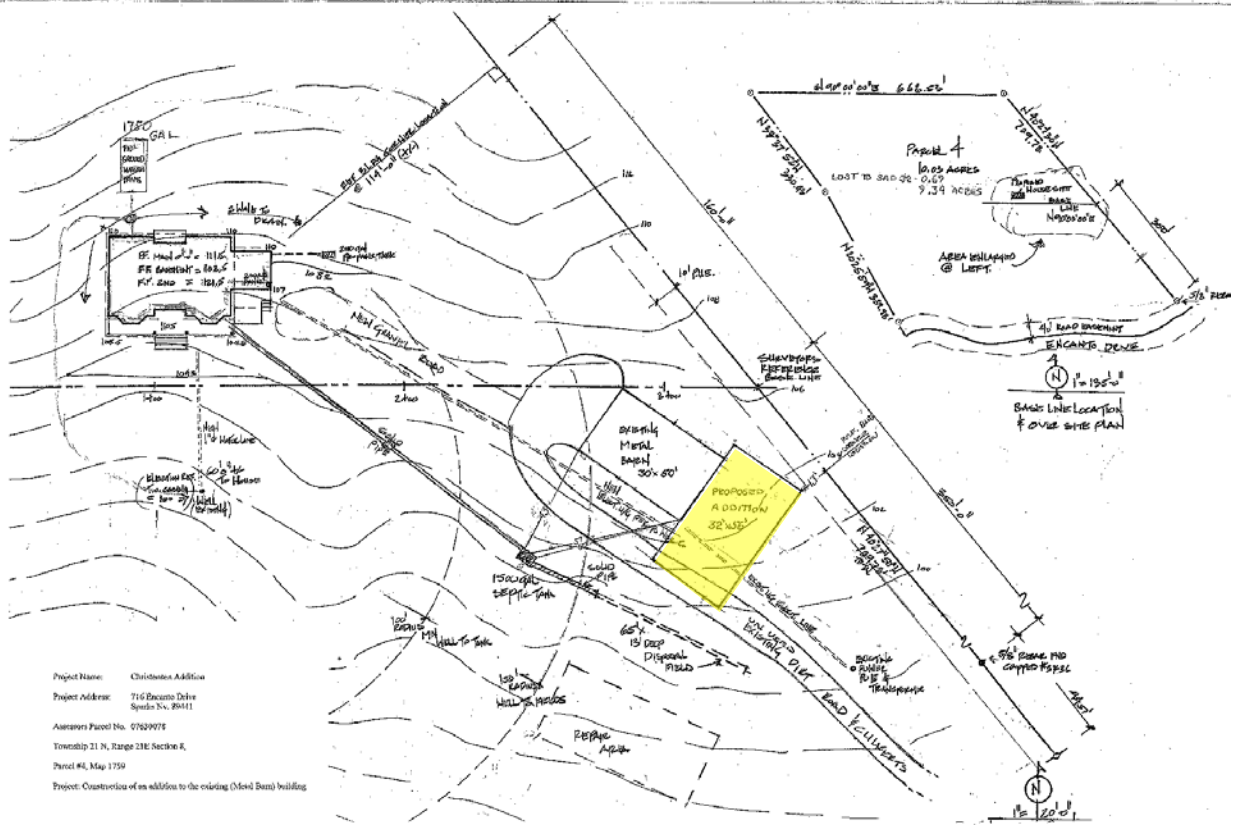
The subject property is 9.34 acres and has a regulatory zone of General Rural. There is a $\pm 3,000$ sq. ft., 2-story single-family home and a 1,500 sq. ft. detached accessory building used as a garage and shop. The applicant is proposing to build an addition on the existing accessory building; increasing its size to $\pm 3,300$ sq. ft. Because the accessory structure will be larger than the dwelling an administrative permit is required.

The parcels to the west and south of the subject property are approximately 10 acres in size. The properties to the north and east are 40 acres or more in size. All the surrounding parcels have General Rural regulatory zones. Most of the surrounding parcels are developed with single family dwellings with accessory structures.

The applicant states that the existing metal building is used as a workshop and storage of 4 vintage vehicles. The proposed addition will provide garage parking for the owner's vehicles that are used daily, as well as another vintage vehicle and other items that are currently stored outside on the north side of the building. The structure does have electricity, but will not have sanitation, water or any signage.

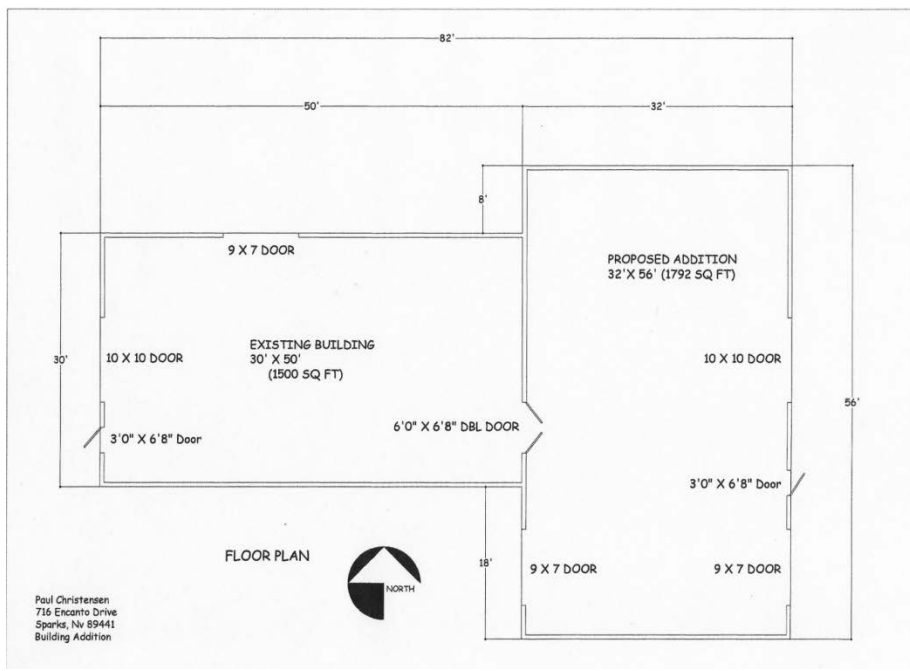
The proposed location of the addition is on the south side of the existing garage and shop. That structure is over 200 feet from the Encanto Drive, and over 750 feet from the nearest neighbor's dwelling.

The existing metal building and the proposed addition is 12 feet in height, therefore the required setback is 5 feet from the side property line. The applicant is proposing to locate the addition 13 feet from the side property line at its closest point.



Project Name: Christensen Addition
 Project Address: 716 Encanto Drive Sparks, NV 89411
 Assessor's Parcel No. 07929075
 Township 21 N, Range 23E Section 8,
 Parcel #4, Map 1759
 Project: Construction of an addition to the existing (Metal Barn) building

Site Plan

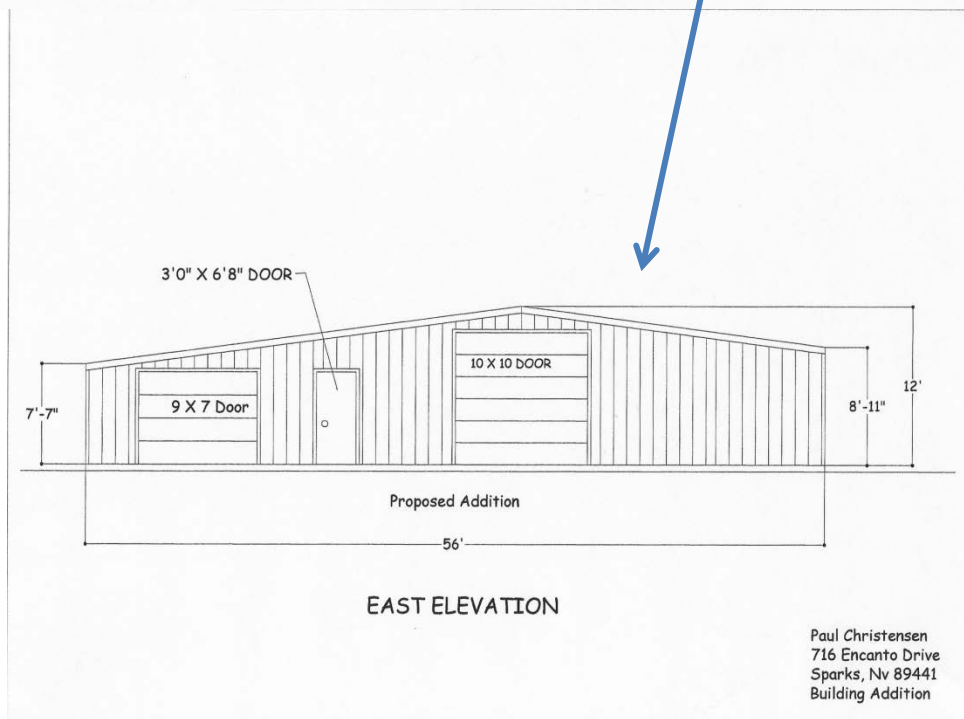


Paul Christensen
 716 Encanto Drive
 Sparks, NV 89411
 Building Addition

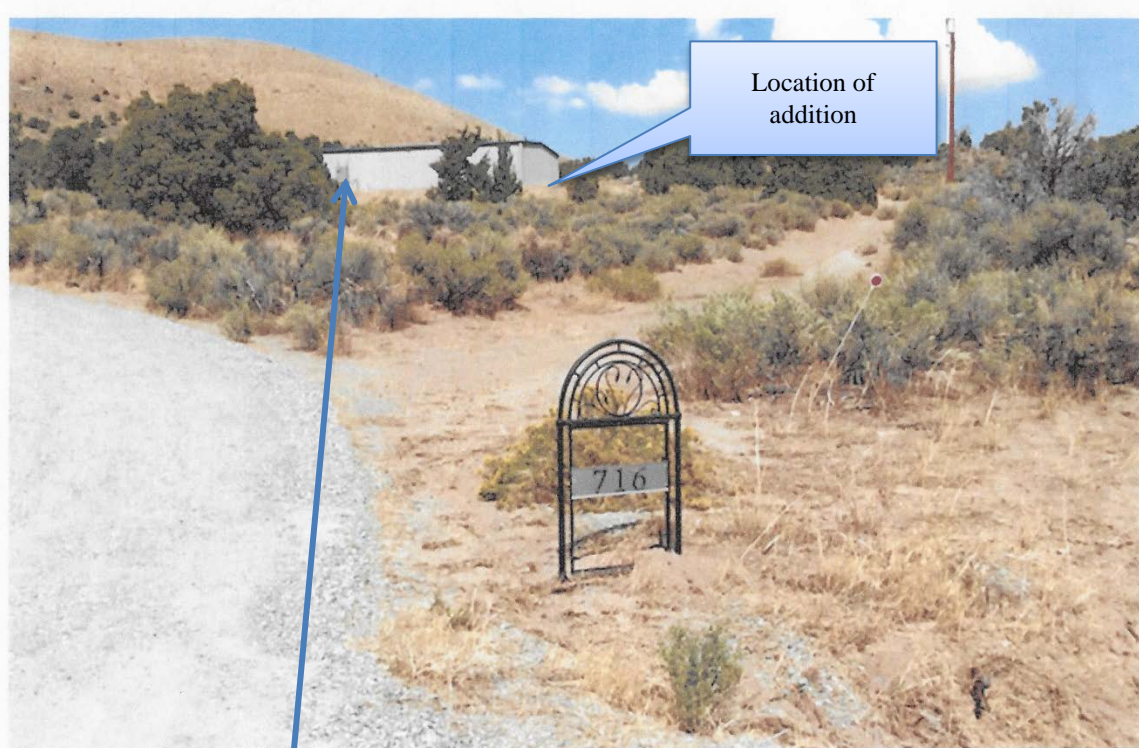
Floor Plan



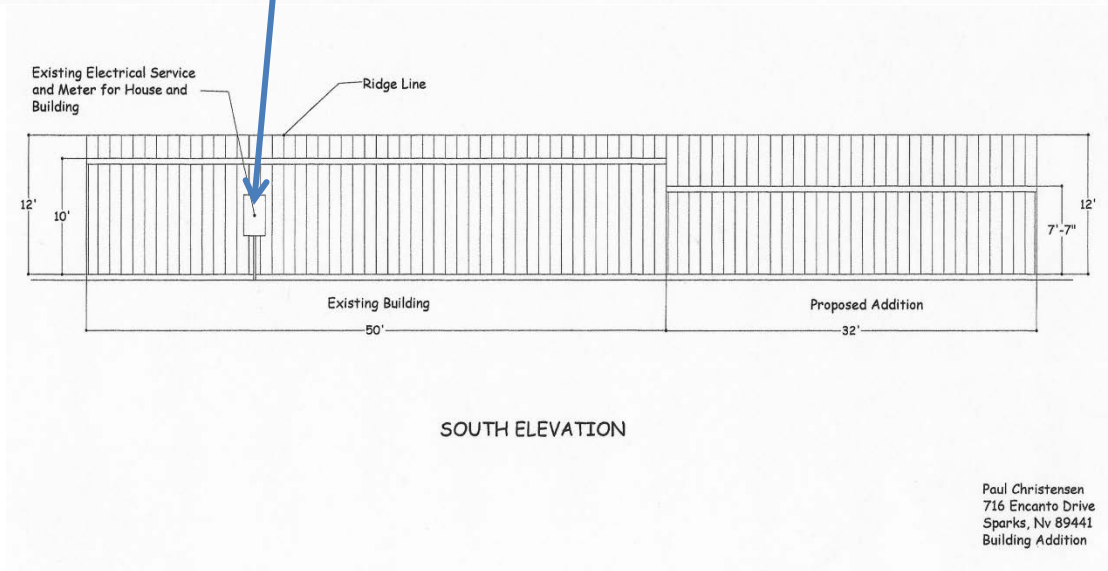
ATTACHMENT #4. Looking northwest at the dwelling and metal building from Encanto Drive



Southeast Elevation



ATTACHMENT #5. Looking north from Encanto Drive at the existing metal building and the area behind the building where the proposed addition will be built.



Southwest Elevation

Spanish Springs Citizen Advisory Board (SSCAB)

Administrative permits are not required by Washoe County Code to be presented at a Citizen Advisory Board meeting. The application was sent to the CAB members for comment. Staff received one response.

“No concerns or issue, they have a large parcel and should be able to put a large[r] than! dwelling on their property.”

Public Comment

The neighbors (Ms. Townsend and Mr. Root) closest to the proposed shop addition, have expressed concerns about the site plan being accurate and the possibility that the structure may encroach onto their property.

When a building is located close to a property line it is not unusual for staff to request a letter from a surveyor licensed in Nevada certifying the location is correct. Staff has included a requirement for a surveyor's letter as a proposed condition of approval.

Reviewing Agencies

The following agencies received a copy of the project application for review and evaluation.

- Washoe County Community Services Department
 - Engineering and Capital Projects Division
 - Planning Program
 - Building Program
- Washoe County Health District
 - Environmental Health Services Division
- Washoe-Storey Conservation District
- Regional Transportation Commission

Two out of the six above listed agencies/departments provided comments and/or recommended conditions of approval in response to their evaluation of the project application. A **summary** of each agency's comments and/or recommended conditions of approval and their contact information is provided. The Conditions of Approval document is attached to this staff report and, if the application is approved, will be included with the Action Order.

- Washoe County Planning and Building Division noted that the approved use of the structure is for personal storage and cannot be used for commercial storage.
Contact – Eva Krause, 775.328.3628, ekrause@washoecounty.us
- Washoe County Health District - Environmental Health Services stated that all building plans require Health District approval which may require locating the actual leach lines in the field.
Contact – Wes Rubio, 775.328.2635, wrubio@washoecounty.us

Staff Comment on Required Findings

WCC Section 110.808.25 requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the administrative permit request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

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.

Staff Comment: The subject parcel is located in the Spanish Springs Rural Character Management Area. The proposed use is allowed within the Rural Character Management Area.

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.

Staff Comment: The proposed structure does not require additional public improvements or public facilities for the use.

3. Site Suitability. That the site is physically suitable for an accessory structure larger than the primary dwelling, and for the intensity of such a development.

Staff Comment: The site is suitable for development. There is existing access to the garage/shop and the dwelling. The dwelling, existing garage shop and the proposed addition combined use less than 1% of the parcel.

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.

Staff Comment: The proposed addition is more than 750 feet from the nearest neighbor's home. While the structure may be visible from some homes, it does not create a detriment to the health, safety, or welfare of the properties in the 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.

Staff Comment: There are no military installations within the required noticing distance (3,000 feet) of the subject parcel; therefore, this finding is not required to be made for the Administrative Permit approval.

Recommendation

Those agencies which reviewed the application recommended conditions in support of approval of the project or provided no comments. Therefore, after a thorough analysis and review, Administrative Permit Case Number WADMIN18-0001 is being recommended for approval with conditions. Staff offers the following motion for the Board's consideration.

Motion

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment approve, with the Conditions of Approval included in Exhibit A to this matter, Administrative Permit Case Number WADMIN18-0001 for Paul and Cynthia Christensen, having made the four required findings in accordance with Washoe County Code Section 110.808.25:

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 an accessory structure larger than the primary dwelling, 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.

Appeal Process

Board of Adjustment action will be effective 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Building Division

within 10 calendar days from the date the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant.

Applicant/Property Owner: Paul and Cynthia Christensen
716 Encanto Drive
Sparks, NV 89441
paucinbus@gmail.com



Conditions of Approval

Administrative Permit Case Number WADMIN18-0001

The project approved under Administrative Permit Case Number WADMIN18-0001 shall be carried out in accordance with the Conditions of Approval granted by the Board of Adjustment on April 5, 2018. Conditions of Approval are requirements placed on a permit or development by each reviewing agency. These Conditions of Approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable Codes, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

Unless otherwise specified, all conditions related to the approval of this Administrative Permit shall be met or financial assurance must be provided to satisfy the conditions of approval prior to issuance of a grading or building permit. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with the County Engineer and the Planning and Building Division.

Compliance with the conditions of approval related to this Administrative Permit is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the Administrative Permit may result in the initiation of revocation procedures.

Operational Conditions are subject to review by the Planning and Building Division prior to the renewal of a business license each year. Failure to adhere to the Operational Conditions may result in the Planning and Building Division recommending that the business license not be renewed until conditions are complied with to the satisfaction of Washoe County.

Washoe County reserves the right to review and revise the conditions of approval related to this Administrative Permit should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

For the purpose of conditions imposed by Washoe County, “may” is permissive and “shall” or “must” is mandatory.

Conditions of Approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to permit issuance (i.e., grading permits, building permits, etc.).
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some “Conditions of Approval” are referred to as “Operational Conditions.” These conditions must be continually complied with for the life of the project or business.

The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agencies:

- a. **The DISTRICT BOARD OF HEALTH, through the Washoe County Health District, has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.**

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

Washoe County Planning and Building Division

1. The following conditions are requirements of the Planning and Building Division, which shall be responsible for determining compliance with these conditions.

Contact Name – Eva Krause, AICP, Planner, 775.328.3628, ekrasue@washoecounty.us

- a. The applicant shall demonstrate substantial conformance to the plans approved as part of this administrative permit. Planning and Building shall determine compliance with this condition.
- b. The applicant shall submit complete construction plans and building permits shall be issued within two (2) years from the date of approval by Washoe County. The applicant shall complete construction within the time specified by the building permits. Compliance with this condition shall be determined by Planning and Building.
- c. A Survey Certification letter prepared by a Civil Engineer, Soils Engineer, Engineering Geologist or Land Surveyor with a current Nevada Registration, is required to be submitted to planning at the time of the footing inspection. The letter shall state that the foundation setbacks are per the approved construction plans.
- d. The addition to the accessory structure shall match in color and appearance with the existing building.
- e. The applicant shall attach a copy of the Action Order approving this project to all administrative permit applications (including building permits) applied for as part of this administrative permit.
- f. The accessory structure is permitted as accessory to the dwelling and shall not be used for commercial purposes.
- g. The accessory structure shall not be used as an accessory dwelling, unless and until the owner legally converts the detached accessory structure to an accessory dwelling unit.

Washoe County Health District (WCHD)

2. The following condition is a requirement of the Health District, which shall be responsible for determining compliance with this condition. The District Board of Health has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.

Contact Name – Wes Rubio, 775.328.3658, wrubio@washoecounty.us

- a. All building plans must be reviewed by WCHD for approval; May require locating the actual leach lines in the field, depending upon the building and construction proposal.

*** End of Conditions ***



Washoe County Citizen Advisory Boards CAB Member Worksheet

Citizen Advisory Board: Spanish Springs _____

Meeting Date (if applicable): _____

Topic or Project Name (include Case No. if applicable): Case # WADMIN18-0001
(Christensen) _____

Washoe County Planner _____

Please check the appropriate box:

My comments were (or) were not discussed during the meeting.

Identified issues and concerns:

No concerns or issues, they have a large parcel and should be able to put a large than!
dwelling unit on their property

Suggested alternatives and/or recommendations:

Name Ken Theiss Date: 01-20-2018

Signature: 
(Please Print)

This worksheet may be used as a tool to help you take notes during the public testimony and discussion on this topic/project. Your comments during the meeting will become part of the public record through the minutes and the CAB action memorandum. Your comments, and comments from other CAB members, will and shall not collectively constitute a position of the CAB as a whole. ****Due to Nevada Open Meeting Law considerations, please do not communicate with your fellow CAB members on items outside of the agendized discussions held at your regular CAB meetings.****

If you would like this worksheet forwarded to your Commissioner, please include his/her name.

Commissioner's Name: Vaughn Hartung _____

Use additional pages, if necessary.

Please mail, fax or email completed worksheets to: Washoe County Manager's Office
Attention: CAB Program Coordinator
Post Office Box 11130, Reno, NV 89520-0027
Fax: 775.328.2491
Email: cab@washoecounty.us

Subject: WADMIN18-0001
From: Gail Townsend <gtownsend@gbis.com>
Date: 03/14/2018 09:33 PM
To: Ekrause@washoecounty.us

Hello,

I called earlier this evening and left you a message. I'm sorry about using your cell phone number, but it is the only number I have. I did not notice until now that your email address was on the postcard.

I would like to lodge a formal objection the the Christensen application WASMIN18-001.

I went to the Christensen house this evening and spoke with Paul and Cindy. They showed me their plans and I signed the form saying I had no objection to the project. However, after I signed, we went outside and Paul showed me the actual location of the addition. I do not think the map he submitted with his application is accurate. Of course I may be incorrect, but until I am assured that the building will not encroach on my parcel, I have no choice but to object to the application.

I did speak with Paul to tell him of my concerns. I have written him a letter, which I will give him tomorrow morning. I have attached a copy to be added to your files. My husband and I plan to be at the planning office tomorrow morning. I think Paul plans to come as well.

I hope the question of boundaries and set backs can be resolved quickly. Thank you

Gail Townsend

—Attachments:—

Letter in reWADMIN18-0001.odt

19.1 KB

Gail Townsend and Wayne Root
720 Encanto Drive
Sparks, NV 89441

March 14, 2018

Dear Paul and Cindy,

In regards your application WADMIN18-0001 to build an addition to your existing garage:

As I said this evening in our phone conversation, I am very concerned about the location of the addition to your existing garage. After looking at the actual location, rather than just looking at your map, it doesn't feel right to me, and it doesn't fit my recollection of where the property boundary between our two parcels actually is. I think your addition will encroach on my property.

I have called Eva Krause and left a message to this effect; Wayne and I will go to the planning office tomorrow morning to look at the maps on file with the county. Until we are satisfied that the addition you build will follow all the county set back requirements, both Wayne and I will object to your application.

As to the propane tank that does encroach, according to the information the county provided to you, I would like you to move the tank so that it is located fully on your property as soon as possible. Given that you did not know where the property line was when you installed the tank, makes me wonder if you can accurately locate the property line and set backs so that your addition is sited properly.

I hope we can get this resolved as quickly as possible. The planning office may be able to provide the assurance I require. If not, I do think the boundary should be surveyed, and/or that the building should be laid out by a qualified surveyor.

Finally, as to your grandson hiking on my parcel, I would prefer that he not do so. I do not want to be responsible for any injuries or damage that would result from his explorations.

Sincerely,

Gail Townsend

Wayne Root

cc: Eva Krause,
Vaughn Hartung,

WADMIN18-0001
EXHIBIT C

**WASHOE COUNTY
HEALTH DISTRICT**
ENHANCING QUALITY OF LIFE

February 7, 2018

Eva Krause, AICP, Planner
Washoe County Community Services
Planning and Development Division
PO Box 11130
Reno, NV 89520-0027

RE: Christensen; APN 076-300-78
Administrative Permit; WADMIN18-0001

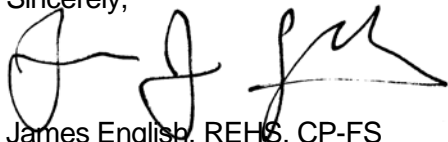
Dear Ms. Krause:

The Washoe County Health District, Environmental Health Services Division (WCHD) has reviewed the above referenced project. Approval by the WCHD is subject to the following conditions:

1. WCHD has reviewed the above referenced administrative permit and has no objections to the approval of this project with the following conditions:
 - a. All building plans must be reviewed by WCHD for approval;
 - i. May require locating the actual leach lines in the field, depending upon the building and construction proposed;

If you have any questions or would like clarification regarding the foregoing, please contact Wes Rubio, Senior Environmental Health Specialist at wrubio@washoecounty.us regarding all Health District comments.

Sincerely,



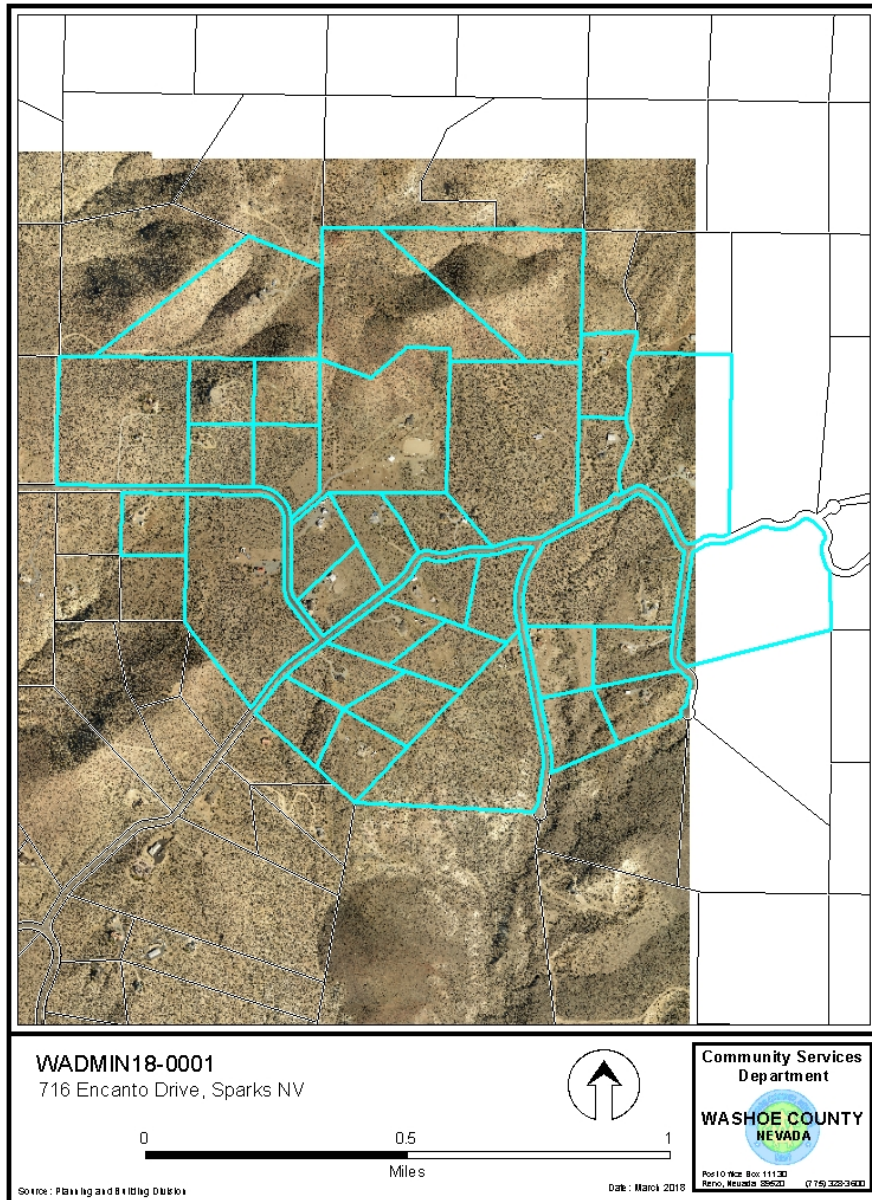
James English, REHS, CP-FS
EHS Supervisor
Waste Management/Land Development Programs

JE:wr



Public Notice

Washoe County Code requires that public notification of an Administrative Permit be mailed to a minimum of 30 separate property owners within a minimum 500 foot radius of the subject property a minimum of 10 days prior to the public hearing date. This proposal was noticed within a 500-foot radius of the subject property, noticing 33 separate property owners a minimum of 10 days prior to the public hearing date.



Public Notice Map

Administrative Permit Case Number WADMIN18-0001

ORIGINAL PACKET

Community Services Department
Planning and Building
ADMINISTRATIVE PERMIT APPLICATION
(Care for the Infirm see page 9)



Community Services Department
Planning and Building
1001 E. Ninth St., Bldg. A
Reno, NV 89520

Telephone: 775.328.6100

Project Name: Christensen Addition

Project Address: 716 Encanto Drive
Sparks Nv. 89441

Assessors Parcel No. 07630078

Township 21 N, Range 21E Section 8,

Parcel #4, Map 1759

Project: Construction of an addition to the existing (Metal Barn) building

WADMIN18-0001
EXHIBIT F

ADMINISTRATIVE PERMIT APPLICATION

ORIGINAL PACKET

CHRISTENSEN ADDITION

TABLE OF CONTENTS

Flash drive in sleeve

16" X 24" folded 716 Site Plan / Parcel map

Project Information Page #3

Notarized Property Owner Affidavit, Paul Christensen. Page #4.

Notarized Property Owner Affidavit, Cynthia Christensen. Page #4.

Proof Of Property Tax Payment

Supplemental Information. Pages 5 through 8

Floor Plan, depicting original structure and the addition

Building Elevations
East, West, South, and North

Fee Schedule

Attachments:

Photographs.

1. Goggle map overhead view of house, building, and property.
2. Looking to the east, from Encanto Drive toward the house and existing building
3. Looking east at the west end of the existing building.
4. Looking northwest at the east end of the existing building and house
5. Looking north at the east end of the building and the area where the addition will be build.

Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

Project Information		Staff Assigned Case No.: _____	
Project Name: Christensen Addition			
Project Description: An addition to and existing shop/garage to provide additional storage and parking.			
Project Address: 716 Encanto Drive, Sparks Nv. 89441			
Project Area (acres or square feet): 1692 Square Feet			
Project Location (with point of reference to major cross streets AND area locator): 716 Encanto Drive, Sparks Nv. 89441			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
07630078	9.34		
Section(s)/Township/Range: Township 21N, Range 21E, Section 8, Parcel #4, Map 1759			
Indicate any previous Washoe County approvals associated with this application: Case No.(s).			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: Paul and Cynthia Christensen		Name:	
Address: 716 Encanto Drive		Address:	
Sparks Nv. Zip: 89441		Zip:	
Phone: (775)425-5567 Fax: 425-6265		Phone: Fax:	
Email: Paucinbus@gmail.com		Email:	
Cell: (775)527-3252 Other:		Cell: Other:	
Contact Person: Paul Christensen		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name: Paul and Cynthia Christensen		Name:	
Address: 716 Encanto Drive		Address:	
Sparks, Nv. Zip: 89441		Zip:	
Phone: (775)425- 5567 Fax: 425-6265		Phone: Fax:	
Email: Paucinbus@gmail.com		Email:	
Cell: 97750527-3252 Other:		Cell: Other:	
Contact Person: Paul Christensen		Contact Person:	
For Office Use Only			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Property Owner Affidavit

Applicant Name: Paul Christensen

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA)
)
COUNTY OF WASHOE)

I, PAUL CHRISTENSEN
(please print name)

being duly sworn, depose and say that I am the owner* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 07630078

Printed Name PAUL CHRISTENSEN

Signed Paul Christensen

Address 716 Encanto Drive, SPARKS, NV.

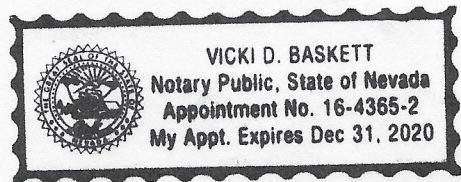
Vicki D. Basket
89741

(Notary Stamp)

Subscribed and sworn to before me this
12th day of January, 2018.

Washoe Nevada
Notary Public in and for said county and state

My commission expires: 12/31/2020



*Owner refers to the following: (Please mark appropriate box.)

- Owner
- Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- Power of Attorney (Provide copy of Power of Attorney.)
- Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- Property Agent (Provide copy of record document indicating authority to sign.)
- Letter from Government Agency with Stewardship

July 1, 2017

Property Owner Affidavit

Applicant Name: Cynthia Christensen

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA)
)
COUNTY OF WASHOE)

I, Cynthia Christensen
(please print name)

being duly sworn, depose and say that I am the owner* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 07630078

Printed Name Cynthia Christensen

Signed Cynthia Christensen

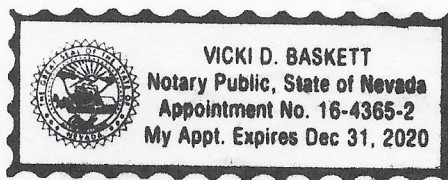
Address 716 Encanto Drive - Sparks, NV 89441
Vicki D. Baskett

(Notary Stamp)

Subscribed and sworn to before me this
12th day of January, 2018

Washoe, Nevada
Notary Public in and for said county and state

My commission expires: 12/31/2020



*Owner refers to the following: (Please mark appropriate box.)

- Owner
- Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- Power of Attorney (Provide copy of Power of Attorney.)
- Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- Property Agent (Provide copy of record document indicating authority to sign.)
- Letter from Government Agency with Stewardship

July 1, 2017

Administrative Permit Application Supplemental Information

(All required information may be separately attached)

Chapter 110 of the Washoe County Code is commonly known as the Development Code. Specific references to administrative permits may be found in Article 808, Administrative Permits.

1. What is the type of project or use being requested?

The dwelling on the property does not have an attached or detached garage. The existing metal building serves as garage/shop with limited parking for 3 vintage Porsches and a 1935 Chevrolet. The proposed extension to the existing-metal building will enable us to park our daily cars inside. To date, we have had to pay over \$3,500.00 for rodent damage repair for our cars. In addition, a vintage Volkswagen and other items on the north-side of the building will be moved into the buildings.

2. What currently developed portions of the property or existing structures are going to be used with this permit?

This addition to the existing building/garage will be placed on a previously cleared portion of the property on the east side of the existing building.

3. What improvements (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.) will have to be constructed or installed and what is the projected time frame for the completion of each?

The rarely used existing dirt road and culvert will be upgraded graded and road-base added.
No utilities, sanitation, water supply, drainage, parking or signage will be needed or added.

12 months. This includes the Administrative Permit Application approval, ordering the building, contracting the site preparation, foundation work, and erection of the building.

4. What is the intended phasing schedule for the construction and completion of the project?

Receiving the Administrative Permit Application approval, then a building permit, followed by ordering the building, contract the site preparation, foundation work, and erection of the building.

5. What physical characteristics of your location and/or premises are especially suited to deal with the impacts and the intensity of your proposed use?

The majority of the existing 9.34 parcel has remained undisturbed both in topography and vegetation (Sagebrush and junipers).

The addition will be on primarily flat and previously cleared segment of land behind the existing building.

The current building and the addition have very little visual impact from Encanto drive

6. What are the anticipated beneficial aspects or effect your project will have on adjacent properties and the community?

The addition is not visible from the adjacent properties dwellings from the western or eastern property lines.

The property on the south is on the other side of the road, Encanto, and the addition would be partially visible.

The property to the north has a limited line of sight to the north side of the existing building.

The addition will enable items stored on the north side of the building to be brought inside.

7. What will you do to minimize the anticipated negative impacts or effect your project will have on adjacent properties?

The house is painted grey with white and blue trim. The existing building is a closely coordinated grey with blue trim. Keeping in mind that there aren't any restrictive covenants, conditions deed restrictions (CC&Rs), or HOAs, we continue to keep the appealing but low profile theme with the addition. It is from the same manufacturer and will continue with the same roof line and matching colors. To date, we have met and discussed the addition and any concerns with four of the neighboring property owners and have not had any negative responses.

8. Please describe operational parameters and/or voluntary conditions of approval to be imposed on the administrative permit to address community impacts.

I have visited with the most of adjacent property owners and will continue to update them of the project.

9. How many improved parking spaces, both on-site and off-site, are available or will be provided? (Please indicate on site plan.)

No additional parking spaces would be needed for this project.

10. What types of landscaping (e.g. shrubs, trees, fencing, painting scheme, etc.) are proposed? (Please indicate location on site plan.)

No landscaping is proposed. The existing sage brush, junipers and native vegetation will remain undisturbed except for clearing two junipers for fire protection.

No fencing or painting schemes are proposed or planned for in the future.

11. What type of signs and lighting will be provided? On a separate sheet, show a depiction (height, width, construction materials, colors, illumination methods, lighting intensity, base landscaping, etc.) of each sign and the typical lighting standards. (Please indicate location of signs and lights on site plan.)

No signs or lightning are proposed.

12. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that apply to the area subject to the administrative permit request? (If so, please attach a copy.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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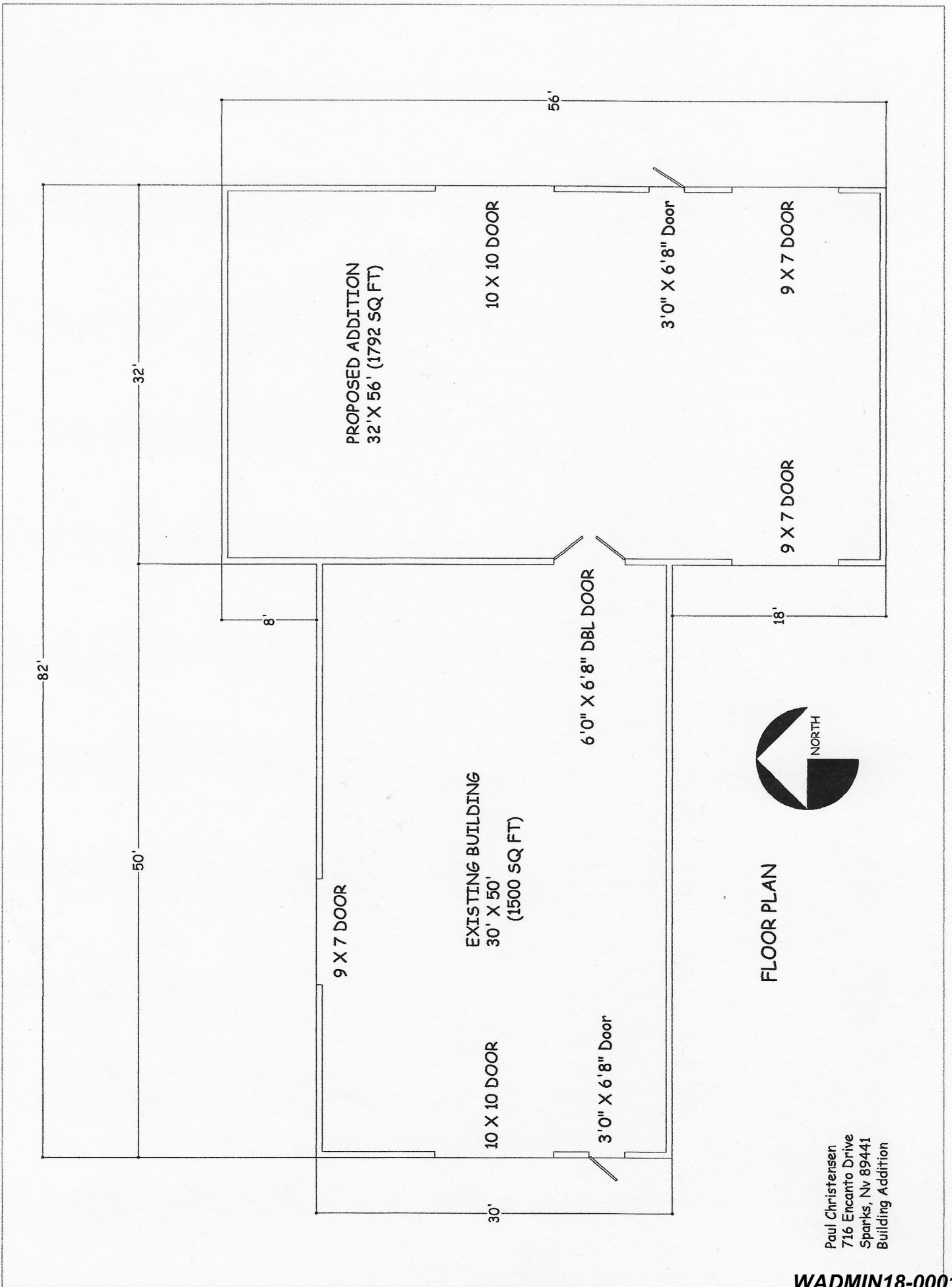
13. Utilities:

a. Sewer Service	Septic, for the dwelling
b. Water Service	Well, for the dwelling and frost free at shop

For most uses, the Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County. Please indicate the type and quantity of water rights you have available should dedication be required:

c. Permit #		acre-feet per year	
d. Certificate #		acre-feet per year	
e. Surface Claim #		acre-feet per year	
f. Other, #		acre-feet per year	

i. Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):



PROPOSED ADDITION
32' X 56' (1792 SQ FT)

10 X 10 DOOR

3'0" X 6'8" Door

9 X 7 DOOR

9 X 7 DOOR

6'0" X 6'8" DBL DOOR

EXISTING BUILDING
30' X 50'
(1500 SQ FT)

9 X 7 DOOR

10 X 10 DOOR

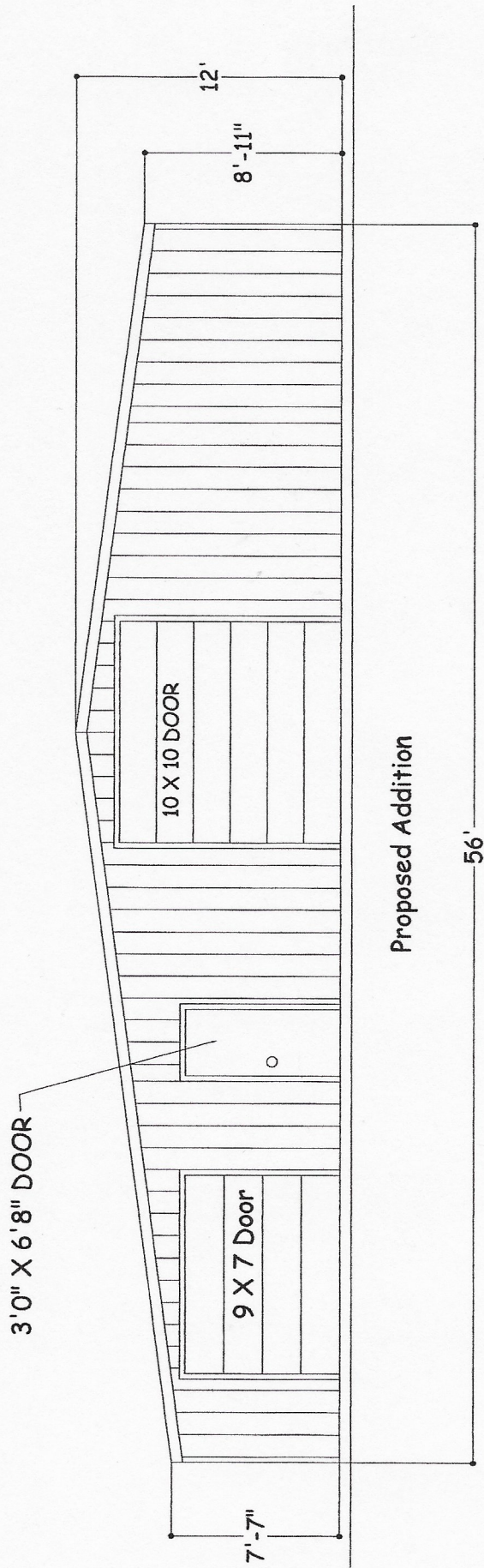
3'0" X 6'8" Door



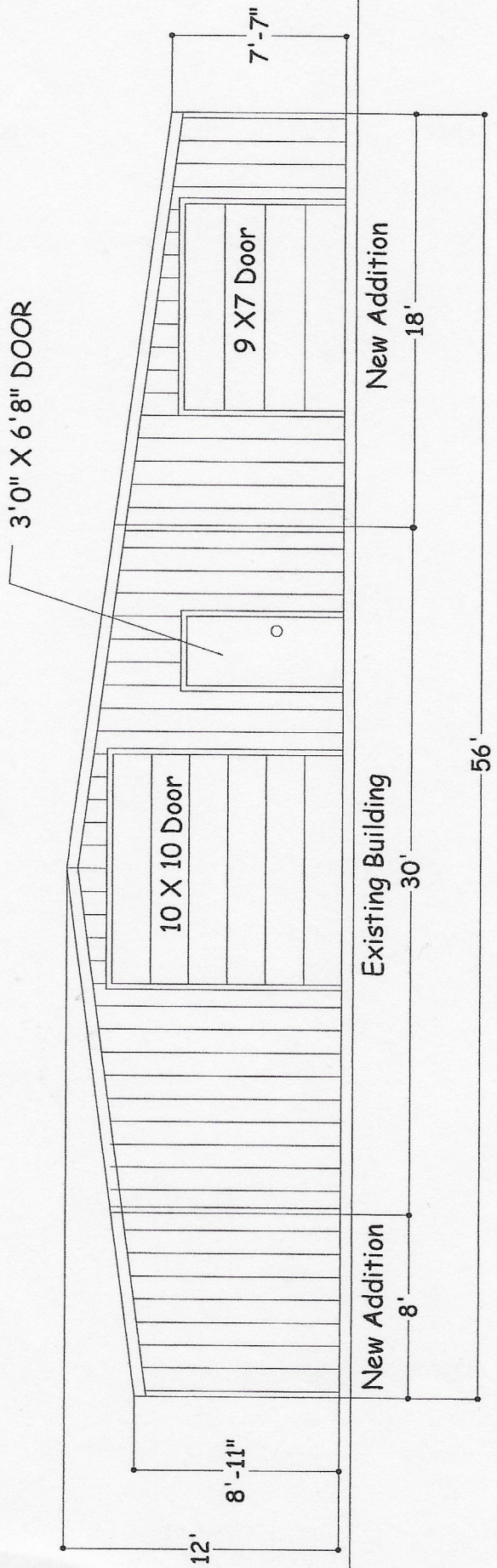
FLOOR PLAN

Paul Christensen
716 Encanto Drive
Sparks, Nv 89441
Building Addition

Paul Christensen
716 Encanto Drive
Sparks, Nv 89441
Building Addition

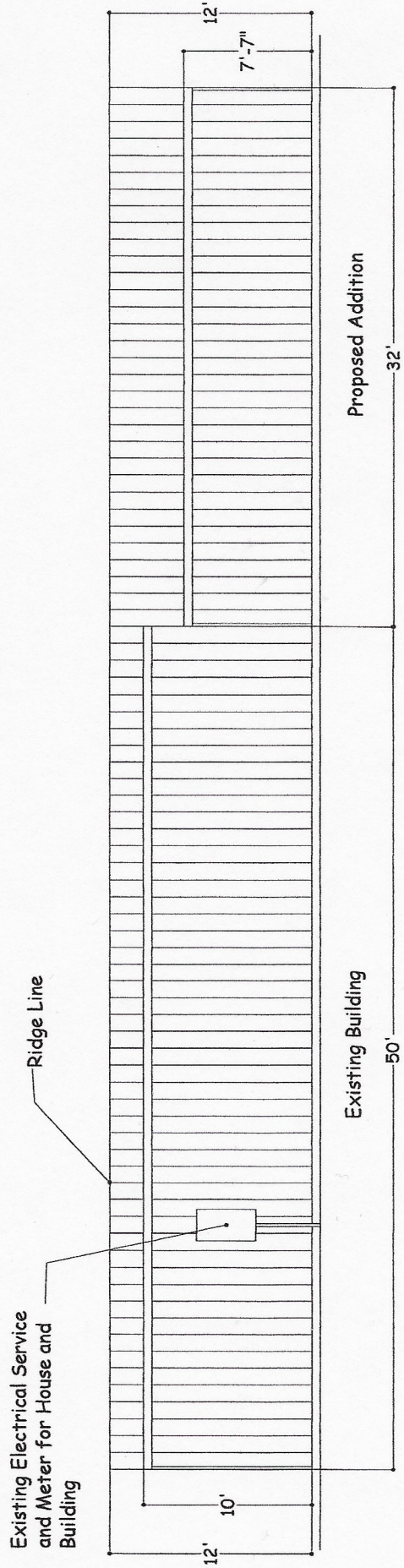


EAST ELEVATION



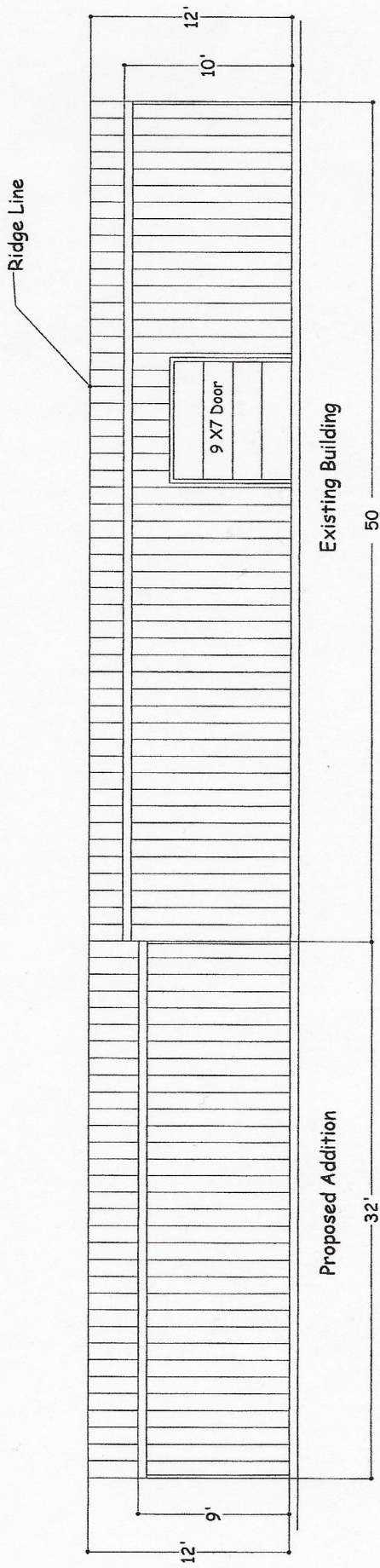
WEST ELEVATION

Paul Christensen
 716 Encanto Drive
 Sparks, Nv 89441
 Building Addition



SOUTH ELEVATION

Paul Christensen
 716 Encanto Drive
 Sparks, Nv 89441
 Building Addition



NORTH ELEVATION

Paul Christensen
 716 Encanto Drive
 Sparks, Nv 89441
 Building Addition

CHRISTENSEN ADDITION ATTACHMENTS:

Photographs.

1. Goggle map overhead view of house, building, and property.
2. Looking to the east, from Encanto Drive toward the house and existing building
3. Looking east at the west end of the existing building.
4. Looking northwest at the east end of the existing building and house
5. Looking north at the east end of the building and the area where the addition will be build.

Google Maps 716 Encanto Dr



ATTACHEMENT #1. Overhead view of the house, existing metal building driveways and Encanto drive



ATTACHMENT #2. Looking east from Encanto Drive toward dwelling and existing metal building



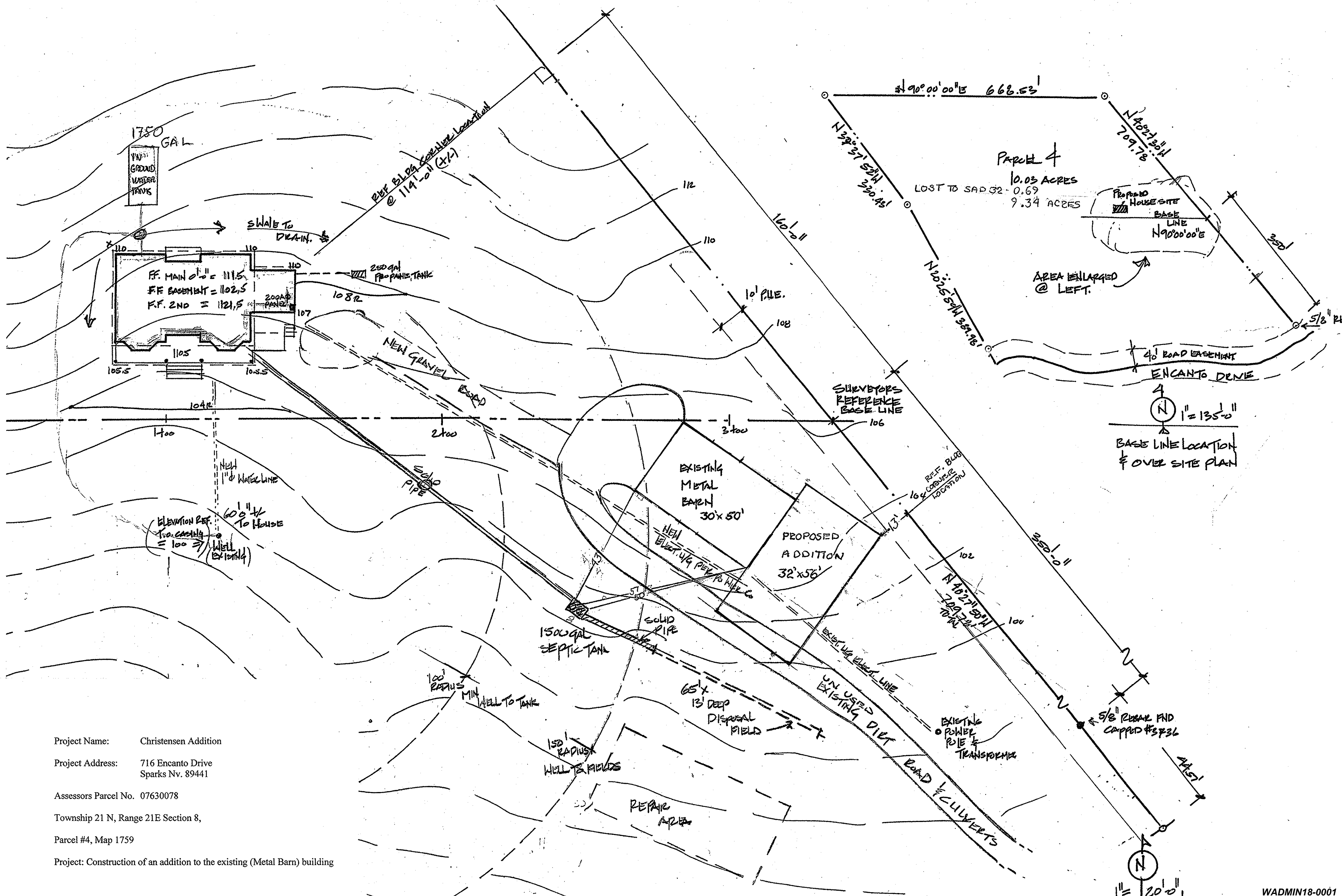
ATTACHMENT #3. Looking east at the west end of the existing metal building



ATTACHMENT #4. Looking northwest at the dwelling and metal building from Encanto Drive



ATTACHMENT #5. Looking north from Encanto Drive at the existing metal building and the area behind the building where the proposed addition will be built.



Project Name: Christensen Addition
 Project Address: 716 Encanto Drive
 Sparks Nv. 89441
 Assessors Parcel No. 07630078
 Township 21 N, Range 21E Section 8,
 Parcel #4, Map 1759
 Project: Construction of an addition to the existing (Metal Barn) building