



WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

Thursday, June 2, 2022
1:30 p.m.

Board of Adjustment Members

Kristina Hill, Chair
Clay Thomas, Vice-Chair
Don Christensen
Rob Pierce
Brad Stanley

Secretary

Trevor Lloyd

Washoe County Administrative Complex
Commission Chambers
1001 East Ninth Street, Building A
Reno, NV 89512

and available via
Zoom Webinar

This meeting will be held in the County Commission Chambers and via Zoom teleconference. To attend this meeting via Zoom teleconference, please log into the Zoom webinar at the following link: <https://us02web.zoom.us/j/87215675749> or you can join the meeting by typing zoom.us into your computer browser, clicking "Join a Meeting" on the ZOOM website, and entering this **Meeting ID: 872 1567 5749**. NOTE: This option will require a computer with audio and video capabilities.

Alternatively, you can join the meeting via telephone only by dialing +1 669-900-9128, entering the **Meeting ID: 872 1567 5749** and pressing #.

The meeting will be televised live and replayed on Washoe Channel at: <https://www.washoecounty.gov/mgrsoff/Communications/wctv-live.php> also on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>.

PUBLIC HEARING ITEMS

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

- **Administrative Permit Case Number WADMIN22-0007 (Keife Care of the Infirmary)**
- **Administrative Permit Case Number WADMIN22-0008 (Medina Barn)**
- **Administrative Permit Case Number WADMIN22-0009 (Community Pancake Breakfast)**
- **Administrative Permit Case Number WADMIN22-0010 (Classical Tahoe 2022)**
- **Administrative Permit Case Number WADMIN22-0012 (League to Save Lake Tahoe)**
- **Special Use Permit Case Number WSUP22-0011 (Dales Lane Sewer Lift Station)**
- **Special Use Permit Case Number WSUP22-0012 (250 Village) - POSTPONED**

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. Public comments are welcomed during the public comment periods at the beginning and end of the meeting and during public hearing and project review items and are limited to three (3) minutes per person. Persons may not allocate unused time to other speakers.

Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference or attending by telephone only. To provide public comment via Zoom teleconference, log into the ZOOM webinar at the above link and utilize the "Raise Hand" feature during

any public comment period. To provide public comment via telephone only, press *9 to "Raise Hand" and *6 to mute/unmute.

Additionally, public comment can be submitted via email to washoe311@washoecounty.gov. The County will make reasonable efforts to send all email comments received by 4:00 p.m. on June 1, 2022, to the Board members prior to the meeting.

During the general public comment periods at the beginning and end of the meeting, speakers may address any matter either on or off the agenda, including items heard on the consent section of the agenda. For the remainder of the agenda, public comment will only be heard during public hearing and project review items and should be about the specific item being considered by the Board at that time. If an item is continued, then public comment will not be heard for that item until the date of the continued hearing.

Presentations and public comment for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair. All comments are to be directed to the Board as a whole and not to one individual. Emails will be included in the record but will only be read aloud during the meeting subject to the chair's discretion and if time permits.

Public Participation. 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.

Responses to Public Comments. The Board of Adjustment may deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. The Open Meeting Law does not expressly prohibit responses to public comments by the Board. However, responses from Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. To avoid this situation and to ensure that the public has notice of all matters the Board will consider, members may choose not to respond to public comments, except to correct factual inaccuracies, ask for County staff action, or to ask that a matter be listed on a future agenda.

Forum Restrictions and Orderly Conduct of Business. The Board of Adjustment conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Posting of Agenda. Pursuant to NRS 241.020, the Agenda for the Board of Adjustment has been posted at the following location: Washoe County Administration Building (1001 E. 9th Street, Bldg. A); and has been electronically posted at https://www.washoecounty.gov/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 for the items on the agenda provided to the Board of Adjustment may be obtained on the Planning and Building Division's website at https://www.washoecounty.gov/csd/planning_and_development/board_commission/board_of_adjustment/index.php or at the Planning and Building Division Office (contact Adriana Albarran, 1001 E. Ninth Street, Building A, phone 775.328.2721 or e-mail aalbarran@washoecounty.gov). 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 they are available to Board members. If material is distributed at a meeting, it is available within one business day after the meeting.

Special Accommodations. The 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 Washoe County Planning and Building Division at (775) 328-6100 at least 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 775.328.6100. You will be informed of the appeal procedure, and application fee. Appeals must be in writing and must be delivered to the Planning and Building 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, in accordance with Washoe County Code.

AGENDA

1:30 p.m.

1. **Determination of Quorum** [Non-action item]
2. **Pledge of Allegiance** [Non-action item]
3. **Ethics Law Announcement** [Non-action item]
4. **Appeal Procedure** [Non-action item]
5. **Public Comment** [Non-action item]

Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the Board of Adjustment as a whole.

6. **Approval of the June 2, 2022 Agenda** [For possible action]
7. **Approval of the [May 5, 2022](#) Draft Minutes** [For possible action]
8. **Public Hearing Items** [For possible action]

A. [Administrative Permit Case Number WADMIN22-0007 \(Keife Care of the Infirm\)](#) [For possible action] - For hearing, discussion, and possible action to approve an administrative permit to allow a recreational vehicle to be occupied by a caretaker on parcel 017-161-11 to be used for the care of an infirm resident. The infirm resident will live in the home.

- Applicant: Jacob Southard
- Property Owner: Valerie Keife
- Location: 15535 Toll Rd.
- APN: 017-161-11
- Parcel Size: 0.531 acres
- Master Plan: Suburban Residential
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Southeast Truckee Meadows (SE)
- Development Code: Authorized in Article 808, Administrative Permits & Article 310, Temporary Uses and Structures
- Commission District: 2 – Commissioner Lucey
- Staff: Katy Stark, Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3618
- E-mail: krstark@washoecounty.gov

B. [Administrative Permit Case Number WADMIN22-0008 \(Medina Barn\)](#) [For possible action] - For hearing, discussion, and possible action to approve an administrative permit for a

detached accessory structure larger than the primary residence. The proposed detached barn is 5,224 square feet, and the primary residence is 2,282 square feet.

- Applicant/Owner: Guadalupe Medina
- Location: 7660 Patrina Way, Sparks
- APN: 083-440-12
- Parcel Size: 10.65 acres
- Master Plan: Rural Residential
- Regulatory Zone: Low Density Rural (LDR)
- Area Plan: Spanish Springs (SS)
- Development Code: Authorized in Article 808, Administrative Permits
- Staff: Katy Stark, Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3618
- E-mail: krstark@washoecounty.gov

C. Administrative Permit Case Number WADMIN22-0009 (Community Pancake Breakfast) [For possible action] - For hearing, discussion, and possible action to approve an administrative permit for an administrative permit and outdoor community event business license, with conditions, for the Community Pancake Breakfast, to be held at the North Lake Tahoe Fire Protection District Station in Incline Village on Saturday, July 2nd. The proposed outdoor community event will be held between the hours of 8 a.m. to 10 a.m. The event organizer estimates a maximum of 500 people will attend the event.

- Applicant/Property Owner: North Lake Tahoe Fire Protection District (NLTFPD)
- Location: 875 Tanager
- APN: 132-223-14
- Parcel Size: 37,284 SF
- Master Plan: Incline Village Commercial
- Regulatory Zone: Tahoe Incline Village Commercial (TA_IVC)
- Area Plan: Tahoe
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 1 – Commissioner Hill
- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3627
- E-mail: jolander@washoecounty.gov

D. Administrative Permit Case Number WADMIN22-0010 (Classical Tahoe 2022) [For possible action] - For hearing, discussion, and possible action to approve an administrative permit and outdoor community event business license, 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 14, 15, 19, 20, 21, 22, 23, 24, 26, 27, 28, 29, 30, and August 1, 2, 3, 4, 5, and 6, 2022. The proposed outdoor concerts will be held between the hours of 5:00 p.m. and 9:30 p.m. Primary participant and spectator parking will be within the College campus (APN: 127-040-10). Event organizers estimate that there will be approximately 500 participants and spectators on any one day of the event.

- Applicant: Stephanie McCoy
- Property Owner: Sierra Nevada College
- Location: 948 Incline Way Incline Village, NV 89451
- APN: 127-040-10
- Parcel Size: 17.049 Acres
- Master Plan: Commercial (C)
- Regulatory Zone: Public and Semi-Public Facilities (PSP)
- Area Plan: Tahoe
- Development Code: Authorized in Article 808, Administrative Permits; Article 310, Temporary Uses and Structures; and Washoe County Code Chapter 25, Business Licenses, Permits and Regulations
- Commission District: 1 – Commissioner Hill
- Staff: Chris Bronczyk, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3612
- E-mail: cbronczyk@washoecounty.gov

E. Administrative Permit Case Number WADMIN22-0012 (League to Save Lake Tahoe)

[For possible action] - For hearing, discussion and possible action to approve an administrative permit for an outdoor community event business license application and associated license conditions for League to Save Lake Tahoe for their Annual Fashion Show and Luncheon, scheduled to be held on August 6, 2022 from 11am until 2pm. The event is proposed to consist of an invitation-only fashion show and luncheon within a temporary tent structure located on the beach adjacent to Lake Tahoe. The event organizer estimates a maximum of 550 people, which includes 150 support persons.

- Applicant: League to Save Lake Tahoe
- Property Owners: KWS Nevada Residential LLC and Lakeshore Trust
- Location: 1047 and 1055 Lakeshore Boulevard, Incline Village, NV, directly south of its intersection with Selby Drive
- APNs: 130-230-14, -16 & -17
- Parcel Size: ±6.18 acres, ±3.58 acres and ±1 acre
- Master Plan: Rural Residential (RR) and Suburban Residential (SR)
- Regulatory Zone: High Density Rural (HDR) and High Density Suburban (HDS)
- Area Plan: Tahoe
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 1 – Commissioner Hill
- Staff: Courtney Weiche, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3608
- E-mail: cweiche@washoecounty.gov

F. Special Use Permit Case Number WSUP22-0011 (Dales Lane Sewer Lift Station)

[For possible action] - For hearing, discussion, and possible action to approve a special use permit for a sewer lift station, which is classified as utility services use type. Additionally, the applicants are asking to vary the landscape requirements of Article 412 as part of this special use permit.

- Applicant: QS, LLC.
- Property Owner: Gateway Company, L.C.
- Location: 4890 Callahan Ranch Trail
- APN: 148-130-04
- Parcel Size: 41.937 acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: Forest
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 2 – Commissioner Lucey
- Staff: Chris Bronczyk, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3612
- E-mail: cbronczyk@washoecounty.gov

G. Special Use Permit Case Number WSUP22-0012 (250 Village) [For possible action] - For hearing, discussion, and possible action to approve a special use permit to allow for eight (8) multiple family dwellings in an existing 10,000 square foot building. Additional proposed uses include professional office and commercial/retail space which are allowed outright.

- Applicant: GilanFarr + Associates
- Property Owner: Incline Tahoe Glass Co. Inc.
- Location: 250 Village Blvd.
- APN: 132-232-01
- Parcel Size: .826 acres
- Master Plan: Incline Village Commercial
- Regulatory Zone: Incline Village Commercial
- Area Plan: Tahoe
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 1 – Commissioner Hill
- Staff: Courtney Weiche, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3608
- E-mail: cweiche@washoecounty.gov

9. Chair and Board Items [Non-action item]

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

10. Director’s and Legal Counsel’s Items [Non-action item]

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

11. Public Comment [Non-action item]

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

12. Adjournment [Non-action item]