



# Board of Adjustment Staff Report

Meeting Date: October 6, 2022

Agenda Item: 8C

ADMINISTRATIVE CASE NUMBER:

WADMIN22-0020 (Chapman Care of the Infirm)

BRIEF SUMMARY OF REQUEST:

An administrative permit to allow a recreational vehicle to be used for the care of an infirm resident

STAFF PLANNER:

Kat Oakley, Planner  
Phone Number: 775.328.3628  
E-mail: koakley@washoecounty.gov

### CASE DESCRIPTION

For hearing, discussion, and possible action to approve an administrative permit for a recreational vehicle to be used for the care of infirm resident.

Applicant:	Jayden Chapman
Property Owner:	Zola Chapman
Location:	5355 Fireman Dr
APN:	085-730-39
Parcel Size:	0.45 acres
Master Plan:	Suburban Residential
Regulatory Zone:	Medium Density Suburban
Area Plan:	Sun Valley
Development Code:	Authorized in Article 808, Administrative Permits
Commission District:	3 – Commissioner Jung



**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 Administrative Permit Case Number WADMIN22-0020 for Jayden Chapman, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Development Code Section 110.808.25.

*(Motion with Findings on Page 9)*

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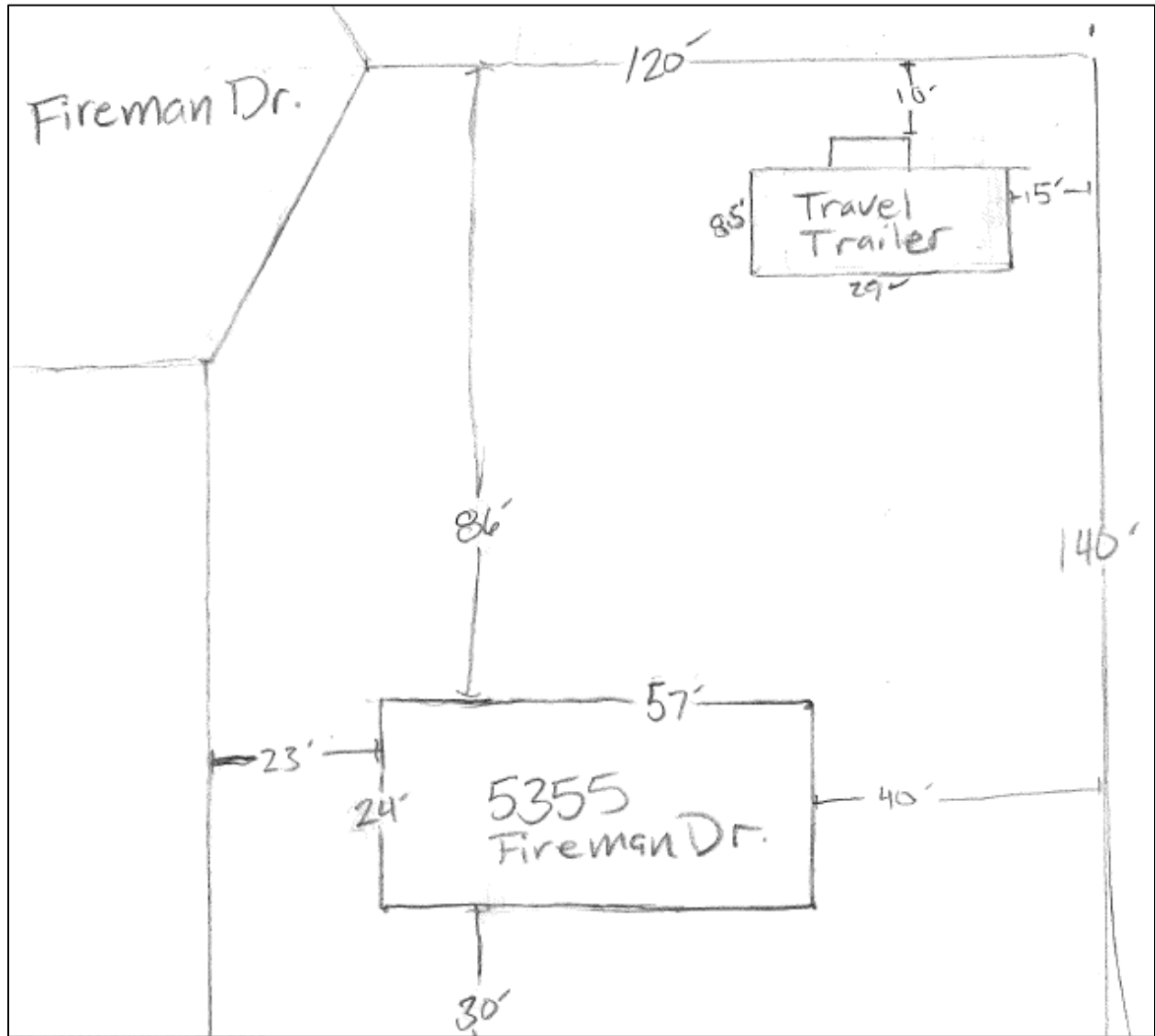
Project Application ..... Exhibit E

**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 Board of Adjustment must find that all of the required findings, if applicable, are true.

The conditions of approval for WADMIN22-0020 are attached to this staff report and will be included with the action order.

The subject property is designated Medium Density Suburban (MDS) and is in the Sun Valley Area Plan. Temporary use of a recreational vehicle for the care of an infirm resident is permitted with the approval of an administrative permit under WCC 110.310.35(g).



**Site Plan**



**Aerial View**



**Subject Site**

## **Project Evaluation**

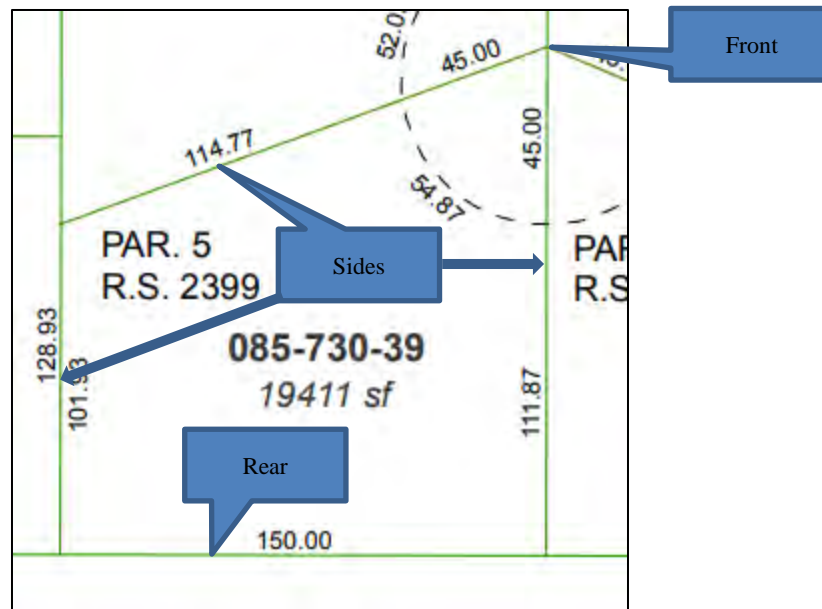
The applicant is seeking an administrative permit to allow a recreational vehicle (RV) to be occupied by an infirmed resident on parcel 085-730-39, where her caretaker resides in the primary residence. The property owner is the applicant's grandmother, Zola Chapman, and the caretaker is the applicant's uncle, Kenneth Boe. WCC Section 110.310.35(g) requires a signed affidavit from a Nevada licensed physician identifying the need for such on-premises care. The infirm resident's medical practitioner, a Nevada licensed Physician, completed a signed and notarized affidavit, dated August 9, 2022, stating that the resident needs to have a person living on the premises/property where she lives to provide care and assistance to her.

There is an open planning/code enforcement violation (WVIO-PLA22-0133) on this property. A few anonymous phone call complaints were received by Washoe County Code Enforcement in July and August of 2022, stating that the property owner had three RVs on the property serving as dwellings for multiple people, and that wastewater was being dumped on the property. A Washoe County code enforcement officer investigated the complaint and issued a violation of:

- WCC Section 110.310.35(f), Temporary Camping, for RVs being used for sleeping or as a dwelling for more than 14 consecutive days and/or more than four visits per calendar year, no proof of written property owner permission for the visit, discharge of litter, sewage, effluent or other matter into sanitary facilities not designated to dispose of the material, and/or presence of water and/or sanitary sewer connections to a building or dwelling on the property.
- WCC Section 50.308 (8), junk vehicles and debris.

The property owner responded and is working with Code Enforcement to resolve the matter. This administrative permit will help resolve one of the current code violations associated with this property. If Administrative Permit Case Number WADMIN22-0020 is approved, then applicant Jayden Chapman will be permitted to live in one of the RVs on the property of Zola Chapman. If there are any remaining issues related to the open Code Enforcement violation, then those issues will need to be resolved between the property owner and Code Enforcement.

The subject property is in the Sun Valley Area Plan and the Medium Density Suburban (MDS) regulatory zone. It is developed with a single-family residence. Several of the surrounding properties also contain accessory structures. Building setbacks for the MDS regulatory zone are 20 feet from front and rear yard property lines and 8 feet from side yard property lines. The subject property is located at the end of a cul-de-sac and has three side yards, as shown in the figure below. The subject property is considered a through lot because there is a private access easement along the southern property line on the adjacent property as established by document 880374. The recreational vehicle is 10 feet from the closest side property line and 15 feet from the rear property line. Although RVs are not considered structures for setback purposes, it is recommended that the RV comply with the MDS setbacks as it will be used as a temporary dwelling. Therefore, staff has recommended condition 1.d to relocate the recreational vehicle outside of the applicable setbacks.



**Subject Property Lot Line Diagram**

WCC Section 110.310.35(g) requires that the travel trailer or recreational vehicle provide as much screening as practical from being viewed from the street. Since there are streets on both the front and rear of the property, staff has recommended condition 1.c to require screening along the southern and eastern property lines. In addition, condition 1.c requires the installation of additional screening between the recreational vehicle and Fireman Dr.

WCC Section 110.310.35(g) also requires that no discharge of any litter, sewage, effluent or other matter shall occur except into sanitary facilities designed to dispose of the material. Any temporary utility connections shall be to the satisfaction of the Washoe County Health District and the Building Program of the Planning and Building Division. The applicant has indicated that the subject property is currently served by the Sun Valley General Improvement District (SVGID), and Waste Management for garbage collection. The property has existing electrical service. Washoe County Health District has provided conditions (Exhibit A) requiring the installation of permanent water and sewer connection to the RV, as well as written approval and documentation from SVGID that the proposed connections meet their requirements. They also cited general concerns with the use on a small residential property, however no minimum lot size for this use is required by Washoe County Code. The Washoe County Water Rights Manager has provided a condition (Exhibit A) to ensure that adequate water is available to support the RV.

Additionally, WCC Section 110.310.35(g) also requires that this administrative permit must be renewed on an annual basis to ensure that the need for such on-premise care still exists. staff has recommended condition 1.f (3) to require the annual renewal of this administrative permit.

Staff received one public comment citing concerns about existing traffic to the site, other RV living on the site, and its suitability for use by an infirmed resident. Staff recommended condition 1.e to ensure that no additional RV living occurs on this property. Staff has no concerns about the suitability of the site for an infirmed resident given that the applicant has requested this permit and indicated no concerns.

## Sun Valley Area Plan

The subject parcel is located within the Suburban Character Management Area of the Sun Valley Area Plan. Staff was unable to find any relevant policies related to the temporary use of a recreational vehicle to be occupied by an infirmed resident on the property of the caretaker.

## Reviewing Agencies

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

Agencies	Sent to Review	Responded	Provided Conditions	Contact
Washoe County Building & Safety	X			
Washoe County Engineering & Capital Projects	X	X		Robert Wimer, rwimer@washoecounty.gov
Washoe County Water Rights Manager	X	X	X	Timber Weiss, tweiss@washoecounty.gov
WCSO Law Enforcement	X			
WCHD EMS	X	X		Sabrina Brasuell, sbrasuell@washoecounty.gov
WCHD Environmental Health	X	X	X	James English, jenglish@washoecounty.us
TMFPD	X	X	X	Brittany Lemon, blemon@tmfpd.us
Regional Transportation Commission (All Apps)	X	X		Daniel Doenges, ddoenges@rtcwashoe.com
Washoe-Storey Conservation District (All Apps)	X	X		Jim Shaffer, shafferjam51@gmail.com

All conditions required by the contacted agencies can be found in Exhibit A, Conditions of Approval.

## Staff Comment on Required Findings

WCC 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.

- (a) 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.

*Staff Comment: This request is consistent with all relevant plans and policies, and specifically aligns with Master Plan Goal 5, to promote housing for special needs.*

- (b) 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: Recommended conditions from both Environmental Health and the county Water Rights Manager ensure the provision of adequate sanitation and water supply. There is existing electrical and waste management service to the property, and the Engineering Division did not indicate any drainage concerns. There is existing roadway*



*access to this property, and the addition of an RV for temporary use as a residence won't significantly increase impacts on the roadway.*

- (c) Site Suitability. That the site is physically suitable for temporary use of a recreational vehicle for the care of an infirmed resident and for the intensity of such a development.

*Staff Comment: The subject site is relatively flat—sloping about 5% to the east—and is surrounded by lots that are likewise developed with single-family dwellings and one or more accessory structures. There are no known constraints on development.*

- (d) 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: Issuance of the permit will not be significantly detrimental, as it is in a residentially zoned area surrounded by properties that are zoned the same and does not represent a significant intensification of use. The recommended conditions of approval ensure the proper use of water, disposal of waste, and utility connection, preventing any impact on public health, safety, or welfare. Staff received one public comment citing concerns about existing traffic to the site, other RV living on the site, and its suitability for use by an infirmed resident. Staff recommended condition 1.e to ensure that no additional RV living occurs on the property, and the temporary use of an RV for the care of an infirmed resident will not cause a substantial increase in traffic.*

- (e) 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 is no military installation in the required noticing distance of the subject property; therefore, this finding is not required to be made.*

## **Recommendation**

After a thorough analysis and review, Administrative Permit Case Number WADMIN22-0020 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 Administrative Permit Case Number WADMIN22-0020 for Jayden Chapman, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Development Code Section 110.808.25:

- (a) 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;
- (b) 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;
- (c) Site Suitability. That the site is physically suitable for temporary use of a recreational vehicle for care of an infirmed resident and for the intensity of such a development;
- (d) 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;

- (e) 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.

**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: Jayden Chapman  
[piperchapman2@gmail.com](mailto:piperchapman2@gmail.com)

Property Owner: Zola Chapman  
[zolanchapman@gmail.com](mailto:zolanchapman@gmail.com)

Representative: Kenneth "Jake" Boe  
[lumpasboe@gmail.com](mailto:lumpasboe@gmail.com)



# Conditions of Approval

Administrative Permit Case Number WADMIN22-0020

The project approved under Administrative Permit Case Number WADMIN22-0020 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on October 6, 2022. 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.

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 – Kat Oakley, Planner, 775.328.3628, [koakley@washoecounty.gov](mailto:koakley@washoecounty.gov)**

- a. **The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this administrative permit.**
- b. 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.
- c. Appropriate screening, such as slats in the existing chain-link fence, shall be installed along the southern and eastern property lines. Twenty feet of fencing—wooden or slatted chain-link—or other appropriate screening will be installed between the recreational vehicle and Fireman St to screen it from the road.
- d. The recreational vehicle shall be relocated to comply with all the applicable setbacks.
- e. No additional RV living shall occur on the property outside of what is approved with this permit. In the event that this condition is not adhered to, this administrative permit shall not be renewed.
- f. The following **Operational Conditions** shall be required for the extent of the Temporary use:
  1. This permit shall become null and void once there is no longer a need to provide Care for Jayden Chapman, the infirmed person stated in the application,
  2. Use of the travel trailer shall be limited to Jayden Chapman. No other person shall be permitted to live in the travel trailer.
  3. This permit shall be renewed on an annual basis to ensure the need for on-premise care is still necessary. Failure to renew this permit by October 6, 2023, and each year following, shall render this permit null and void. The annual renewal shall require the applicant to provide the Community Services Department with the status of the permit and submit a signed affidavit from a Nevada Licensed medical care provider identifying the need for continued care.
  4. All discharge of litter, sewage, effluent or other matter shall be disposed of into sanitary facilities designed for such use.
  5. Within 30 days of Jayden Chapman recovering or vacating the property, the property owner shall disconnect the travel trailer from all utilities and sanitation systems and remove the deck and stairs to the trailer. No other person shall be permitted to use, live-in or occupy the travel trailer, except as permitted by WCC Article 310.

**Washoe County Water Management Planner Coordinator**

2. The following conditions are requirements of Washoe County Water Management Planner Coordinator, who shall be responsible for determining compliance with these conditions.

**Contact: Contact: Timber Weiss, PE, 775.954.4626, [tweiss@washoecounty.gov](mailto:tweiss@washoecounty.gov)**

- a. This property is served by Sun Valley General Improvement District (SVGID). Applicant shall provide a will serve letter in support of the proposed project, or an acknowledgement letter from SVGID, the water supplier, indicating that sufficient water rights are available

to the proposed project prior to the administrative permit issuance. Please provide a copy of the requested documentation to [tweiss@washoecounty.gov](mailto:tweiss@washoecounty.gov).

**Washoe County Health District**

3. 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 – James English, EHS Supervisor, 775.328.2434, [jenglish@washoecounty.gov](mailto:jenglish@washoecounty.gov)**

- a. Project will require a building permit demonstrating construction and connection to the public sewer system or written documentation from SVGID Public Utilities the RV hook up listed on the application meets the requirements of a private sewer system.
- b. If project is approved, permanent water connections and sewer connections must be made between the RV and the utilities, connections by temporary hoses and sewer flexible hoses will not be permitted by WCHD.
- c. Overall, WCHD has concerns regarding this proposal on a small residential location and WCHD requires if this permit is approved, the applicable building permit is routed to EHS for review and approval.

**Truckee Meadows Fire Protection District**

4. The following condition is a requirement of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with this condition.

**Contact Name – Brittany Lemon, Fire Captain, 775.326.6079, [blemon@tmfpd.us](mailto:blemon@tmfpd.us)**

- a. This project shall meet and comply with all requirements of currently adopted TMFPD fire codes, ordinances, and standards at the time of construction to include infrastructure for fire apparatus access roads and water supply. <https://tmfpd.us/fire-code/>

\*\*\* End of Conditions \*\*\*

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

August 26, 2022

Washoe County Community Services  
Planning and Development Division

RE: Chapman Care of the Infirm; 085-730-39  
Administration Permit; WADMIN22-0020

Dear Washoe County Staff:

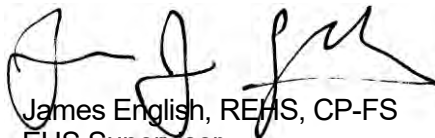
The following conditions are requirements of the Washoe County Health District, Environmental Health Division, which shall be responsible for determining compliance with these conditions.

**Contact Name – James English - [jenglish@washoecounty.us](mailto:jenglish@washoecounty.us)**

- a) Condition #1: Project will require a building permit demonstrating construction and connection to the public sewer system or written documentation from SVGID Public Utilities the RV hook up listed on the application meets the requirements of a private sewer system.
- b) Condition #2: If project is approved, permanent water connections and sewer connections must be made between the RV and the utilities, connections by temporary hoses and sewer flexible hoses will not be permitted by WCHD.
- c) Overall, WCHD has concerns regarding this proposal on a small residential location and WCHD requires if this permit is approved, the applicable business license is routed to EHS for review and approval.

If you have any questions or would like clarification regarding the foregoing, please contact James English, EHS Supervisor at [jenglish@washoecounty.us](mailto:jenglish@washoecounty.us) regarding all Health District comments.

Sincerely,



James English, REHS, CP-FS  
EHS Supervisor  
Environmental Health Services  
Washoe County Health District

## Oakley, Katherine

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**From:** Program, EMS  
**Sent:** Monday, August 22, 2022 9:22 AM  
**To:** Oakley, Katherine  
**Cc:** Program, EMS  
**Subject:** FW: August Agency Review Memo II  
**Attachments:** August Agency Review Memo II.pdf

Good afternoon,

The EMS Program has reviewed the August Agency Review Memo I – Administrative Permit Case Number WADMIN22-0019 (Chapman Care of the Infirm) - and has no concerns or questions at this time based on the information provided.

Thank you,

Sabrina.

### Sabrina Brasuell

EMS Coordinator | Epidemiology and Public Health Preparedness

Washoe County Health District

[sbrasuell@washoecounty.gov](mailto:sbrasuell@washoecounty.gov) | Cell: (775) 830-7118 | Office: (775) 326-6043

1001 E. Ninth St., Bldg. B. Reno, NV 89512



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INTEROFFICE MEMORANDUM

DATE: August 26, 2022  
TO: Kat Oakley, Planner, Planning and Building Division  
FROM: Robert Wimer, P.E., Engineering and Capital Projects Division  
  
SUBJECT: WADMIN22-0020  
APN 085-730-39  
Chapman Care of the Infirm

GENERAL PROJECT DISCUSSION

Washoe County Engineering staff has reviewed the above referenced application. The Engineering and Capital Projects Division recommends approval with no additional conditions.



QUALITY  
PUBLIC SERVICE



INTEGRITY



EFFECTIVE  
COMMUNICATION



## Oakley, Katherine

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**From:** Lemon, Brittany  
**Sent:** Tuesday, August 23, 2022 12:05 PM  
**To:** Oakley, Katherine  
**Cc:** Way, Dale  
**Subject:** WADMIN22-0020 (Chapman Care of the Infirm) Conditions of Approval

Hi Kat,

“This project shall meet and comply with all requirements of currently adopted TMFPD fire codes, ordinances, and standards at the time of construction to include infrastructure for fire apparatus access roads and water supply.”

<https://tmfpd.us/fire-code/>.

Thank you,

### **Brittany Lemon**

**Fire Captain - Fire Prevention | Truckee Meadows Fire & Rescue**

[blemon@tmfpd.us](mailto:blemon@tmfpd.us) | Office: 775.326.6079 | Cell: 775.379.0584

3663 Barron Way, Reno, NV 89511



*"Committed to excellence, service, and the protection of life and property in our community"*

## Oakley, Katherine

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**From:** Daniel Doenges <DDoenges@rtcwashoe.com>  
**Sent:** Friday, August 12, 2022 2:37 PM  
**To:** Albarran, Adriana; Bronczyk, Christopher; Markey, Mitch; Oakley, Katherine; Olander, Julee; Weiche, Courtney  
**Cc:** Dale Keller  
**Subject:** RE: August Agency Review Memo II  
**Attachments:** August Agency Review Memo II.pdf

**[NOTICE: This message originated outside of Washoe County -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]**

Good Afternoon,

My apologies to anyone who just received a similar email from me, but there are some Planners on this memo who were not on the last one I received. As some of you might have heard, Rebecca Kapuler is no longer with RTC. Unfortunately, we are a bit short staffed, and I would ask for your patience on timely RTC comments regarding development proposals. In a cursory review of the attached memo, it appears that RTC would not have any comments for any of the proposals. We are discussing internally, how to best respond to these requests, but in the meantime, emails such as this one might be the most efficient response for now. I may be reaching out to County Planning staff in the near future to set up a meeting to discuss how we might streamline this process. Thank you for your understanding, and feel to reach out to me with any questions or concerns.

Dan



**Daniel Doenges, PTP, RSP**  
Director of Planning  
*Regional Transportation Commission of Washoe County*

1105 Terminal Way  
Reno, NV 89502  
Office: (775) 335-1901  
[ddoenges@rtcwashoe.com](mailto:ddoenges@rtcwashoe.com)



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**From:** Albarran, Adriana <AAlbarran@washoecounty.gov>  
**Sent:** Friday, August 12, 2022 2:03 PM  
**To:** Daniel Doenges <DDoenges@rtcwashoe.com>  
**Subject:** August Agency Review Memo II

**WARNING - This email originated from outside the RTC: Exercise caution when opening attachments or clicking links, especially from unknown senders.**

Good afternoon,



**WASHOE COUNTY**  
**COMMUNITY SERVICES**  
**INTEGRITY COMMUNICATION SERVICE**

P.O. Box 11130  
Reno, Nevada 89520-0027  
Phone: (775) 328-3600  
Fax: (775) 328-3699

August 24, 2022

TO: Kat Oakley, Planner, CSD, Planning & Development Division  
FROM: Timber Weiss, Licensed Engineer, CSD  
SUBJECT: Administrative Permit Case Number WADMIN22-0020 (Chapman Care of the Infirm)

**Project description:**

The applicant is proposing to approve an administrative permit for a recreational vehicle to be used for the care of infirm resident.

*The Community Services Department (CSD) recommends approval of this project with the following Water Rights conditions:*

Recommend approval of this permit.

This property is served by Sun Valley General Improvement District (SVGID). Applicant shall provide a will serve letter in support of the proposed project, or an acknowledgment letter from SVGID, the water supplier, indicating that sufficient water rights are available to the proposed project prior to the administrative permit issuance. Please provide a copy of the requested documentation to [tweiss@washoecounty.gov](mailto:tweiss@washoecounty.gov).



**Washoe-Storey Conservation District**

Bret Tyler Chairman  
Jim Shaffer Treasurer  
Cathy Canfield Storey app.  
Jean Herman Washoe app.

1365 Corporate Blvd.  
Reno NV 89502  
775 857-8500 ext. 131  
nevadacconservation.com

August 23, 2022

Washoe County Community Services Department

C/O Kat Oakley, Planner

1001 E Ninth Street, Bldg. A

Reno, NV 89512

R: WADMIN22-0020 Chapman Care of the Infirm

Dear Kat,

In reviewing the administrative permit for a recreational vehicle occupied by an infirm resident, the Conservation District has no comments.

Thank you for providing us the opportunity to review the project that may have impacts on our natural resources and any questions call us at (775) 750 8272.

Sincerely,

Jim Shaffer

## Oakley, Katherine

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**From:** Reynolds, Kathy <KReynolds@washoeschools.net>  
**Sent:** Tuesday, August 23, 2022 11:02 AM  
**To:** Oakley, Katherine  
**Cc:** Kathy Reynolds; Tony Reynolds  
**Subject:** Case #: WADMIN22-0020 (CHAPMAN CARE OF INFIRM)

**[NOTICE: This message originated outside of Washoe County -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]**

Ms. Oakley,

I am writing in regards to the notice that my husband, Mark Reynolds and myself received regarding case #: WADMIN22-0022 (Chapman care of Infirm) at 5355 Fireman Drive to use a recreational vehicle to care for an infirm individual. I am not sure if you have personally been to the location that is requesting the permit or if commissioner Jung has been to the residence or area but below are my concerns on the approval of this request:

1. The particular residence has traffic to and from at all hours of the day and night
2. There have been police complaints to the address for noise, fighting and possible drug use issues
3. There are people in and out at all hours of the day and night.

I do not feel that this would be a conducive environment for someone who is "infirm" to reside. This residence already has several "recreational vehicles" on site that do not have permits to be used as domiciles and now you are looking to let them add another one. My fear for the "infirm" individual is that with the constant traffic of cars and people they would be overlooked and not taken care of in a proper manner as their condition may require.

I do not believe that the "recreational vehicle" that is being requested for the "infirm" individual will be used for that specific purpose but also used for possible illegal and nefarious actions. I have not personally witnessed anyone person currently at the residence that appears to be "infirm" or in need of being taken care of. I do however have cameras on my house as does my neighbor across the street and we watch the constant flow of traffic and people to this residence and the careless nature of the vehicles that travel on our road to that residence.

I am asking that you look into all aspects of this residence before you approve any permits, not just for myself but for the "infirm" individual that may need help as this would not be someplace I would approve them to be.

Please do not hesitate to contact me if you have any questions for me.

Thank you,

**Kathy Reynolds**

Technology / Software Technician  
Washoe County School District  
Information Technology Department  
Depoali Middle School / Pine Middle School  
Double Diamond Elementary / Smithridge Elementary School

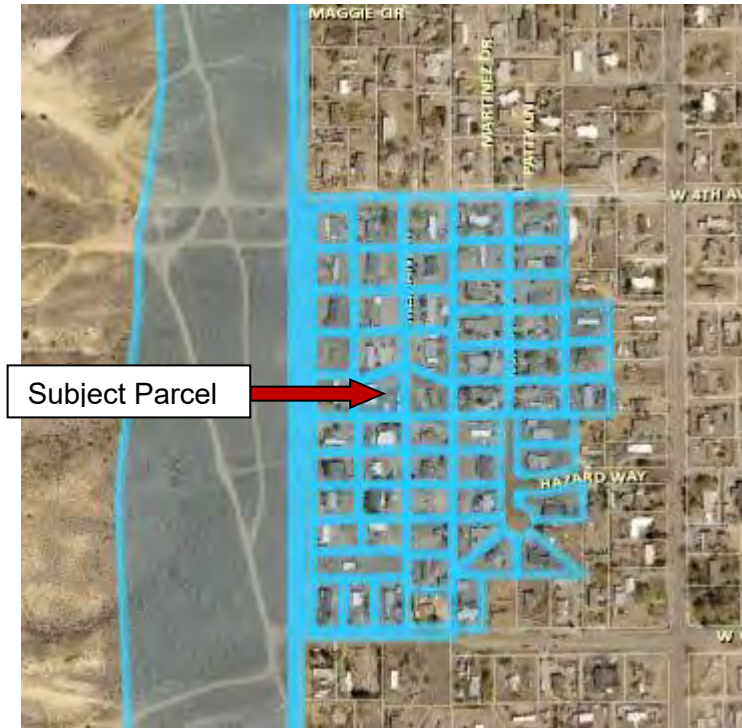
[kreynolds@washoeschools.net](mailto:kreynolds@washoeschools.net)

IT Help Desk – 789-3456

**"A good teacher protects his pupils from his own influence." — Bruce Lee**

**Public Notice Map**

Pursuant to Washoe County Code Section 110.808.40 public notification consists of notification by mail of at least 30 separate property owners within a minimum 500-foot radius of the subject property. This proposal was noticed within a 500 foot radius of the subject property, noticing 48 separate property owners.



**Public Notice Map**

**Administrative Permit Case Number WADMIN22-0020**

## 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.

<b>Project Information</b>		Staff Assigned Case No.: _____	
Project Name: <i>of the care for the infirm</i>			
Project Description: <i>TRAVEL trailer for living purpose for infirm</i>			
Project Address: <i>5355 FIREMAN DR Sun Valley</i>			
Project Area (acres or square feet): <i>.45 acre</i>			
Project Location (with point of reference to major cross streets AND area locator): <i>171ft to the east of chocolate dr, 650 Ft South of West 4th St</i>			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
<i>085-730-39</i>			
Indicate any previous Washoe County approvals associated with this application: Case No.(s).			
<b>Applicant Information</b> (attach additional sheets if necessary)			
<b>Property Owner:</b>		<b>Professional Consultant:</b>	
Name: <i>Zola Chapman</i>		Name:	
Address: <i>59 Meccado Cathedral City</i>		Address:	
Zip: <i>92234</i>		Zip:	
Phone: <i>775 530 5971</i> Fax:		Phone: Fax:	
Email: <i>Zolamchapman@gmail.com</i>		Email:	
Cell: <i>775530 5971</i> Other:		Cell: Other:	
Contact Person:		Contact Person:	
<b>Applicant/Developer:</b>		<b>Other Persons to be Contacted:</b>	
Name: <i>Jayden Chapman</i>		Name: <i>Kenneth "Jake" Boe</i>	
Address:		Address: <i>5355 Fireman Dr</i>	
Zip: <i>89433</i>		Sun Valley Zip: <i>89433</i>	
Phone: Fax:		Phone: <i>775-842-6016</i> Fax:	
Email: <i>Piper Chapman2@gmail</i>		Email: <i>lumpasboe@gmail.com</i>	
Cell: <i>775-560-7050</i> Other:		Cell: <i>775-622-6879</i> Other:	
Contact Person:		Contact Person:	
<b>For Office Use Only</b>			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

# Administrative Permit Application Supplemental Information for Care of the Infirm

(All required information, to include the physician's signed affidavit, is considered a public record and will be treated as such by Washoe County. Information may be attached separately)

1. Name of the Infirm:

Jayden Chapman

2. Name of Nevada licensed physician identifying the need for on-premise care and the physician's estimate as to the length of on-premise care required (attach physician's signed affidavit, form on page 11):

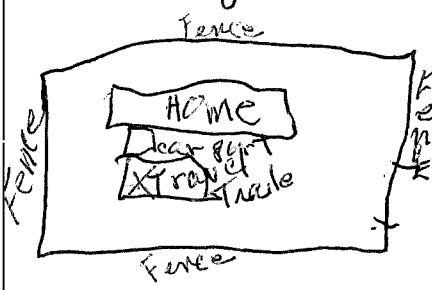
DR DAS

3. Name(s) of the Caregiver(s):

Jason Boe uncle to Jayden

4. Describe the type and size of recreational vehicle or self-contained travel trailer that is proposed for use as a temporary residence of the caregiver. (Attach a site map showing the proposed location.)

1998 Pilgrim 29' travel trailer



The diagram shows a rectangular area enclosed by a fence. Inside the fence, there is a smaller rectangle labeled 'Home' and another rectangle below it labeled '29' travel trailer'. The word 'Fence' is written along all four sides of the outer rectangle.

5. Describe the arrangements/methods proposed for the temporary provision of:

a. Water Service:

SU #20 District share with manufactured Home



b. Sewage (Sanitary Sewer) Service:

SU #20 District Share with manufactured home

c. Garbage (Solid Waste) Service:

Waste Management Share with manufactured home

d. Electricity:

NV Energy Share with manufactured home

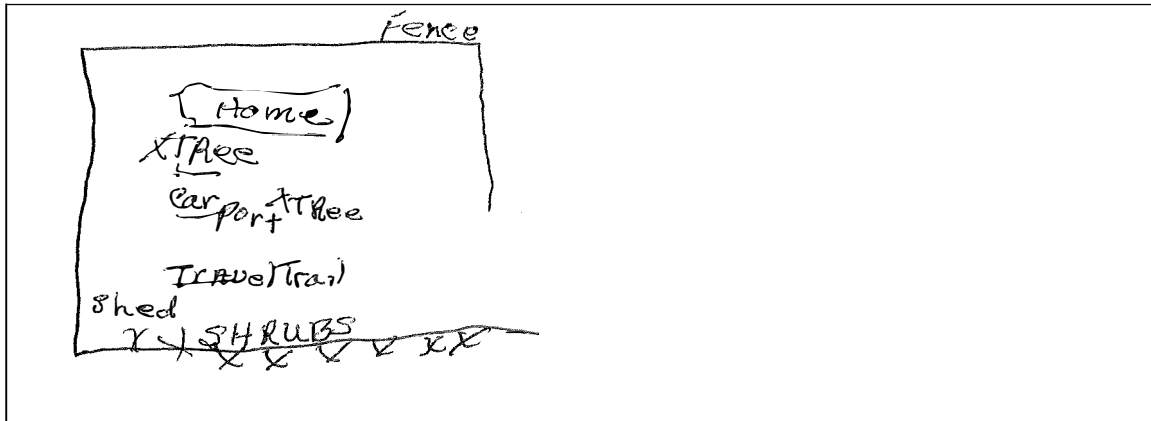
e. Natural Gas:

none

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

Be quiet, no excessive use of utilities, nothing affecting ~~the~~ the land, or water minimizing indoor mental impacts

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



8. 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.)

Yes  No

9. Community Services (provided and nearest facility):

a. Fire Station	5841 Sun Valley Blvd
b. Health Care Facility	REBORN 1155 Mill St Reno 89502
c. Elementary School	Lois Allen Elm San Valley Elm
d. Middle School	Desert Skies
e. High School	Hwy
f. Parks	Geppard
g. Library	none
h. Citifare Bus Stop	4th St

Hello, I ~~do~~ need to live here because I am disabled. I have had many health issues over the past year and need someone to help me still. Sometimes I need to go to the hospital, and need someone to drive me. I need help with day to day activities such as bringing in groceries. If I were to fall I would need someone close to help. I have fallen before, and been unable to get up. Thank you so much for your consideration in allowing me to live ~~with~~ where I can receive the support, ~~and~~ and care I need.

Letter by Rituparna Das, M.D. on 7/5/2022



**BARTON NEUROLOGY**  
1067 4th St - South Lake Tahoe, CA 96150-7026  
Phone: 530-539-6047 - Fax: 530-213-5243

July 5, 2022

Jayden Alexandra Chapman  
5355 Fireman Dr  
Sun Valley NV 89433

To whom it May Concern:

Jayden Chapman (date of birth 3/15/2000) has a medical condition currently undergoing active treatment from which she has significant disability. She requires substantial assistance from others for her activities of daily living and self care. Please allow her to remain in her current residence and location.

If you have any questions or concerns, please don't hesitate to call.

Sincerely,

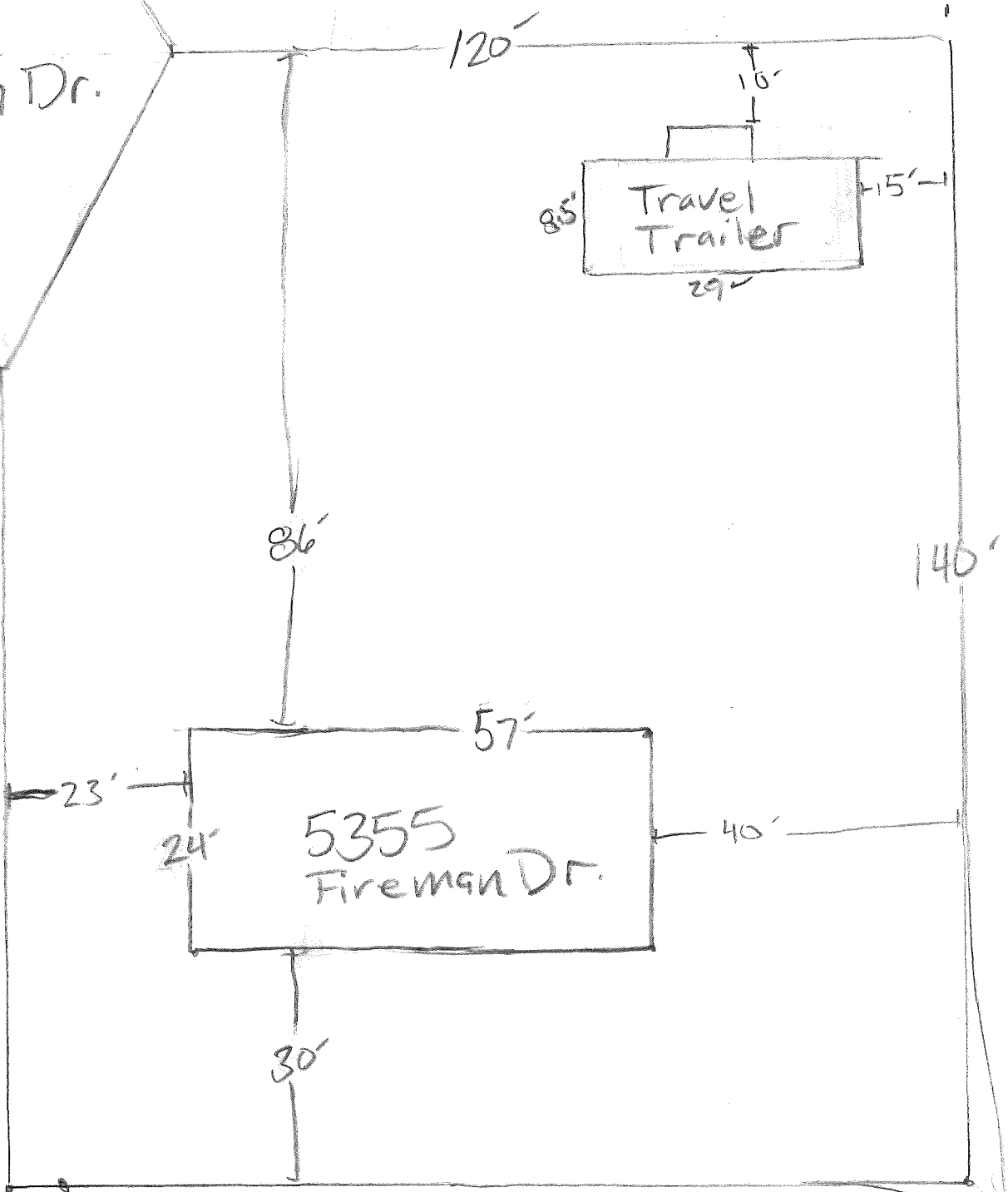
A handwritten signature in blue ink, appearing to read "Rituparna Das".

Rituparna Das, M.D.

Electronically Signed

**WADMIN22-0020**  
**EXHIBIT E**

Fireman Dr.





Barton Neurology  
Dr. Rituparna Das  
1067 Fourth St. South Lake Tahoe, CA 96150  
Phone 530-539-6047 | Fax 530-213-5243

Date: 08/09/2022  
To: Johnna Chism  
Fax: 7753286133  
Subject:  
From: Chelsea  
Company:  
Pages: 3  
Message:

**Notice of Confidentiality**

The following material is intended only for use by the individual or entity to which it is specifically addressed. The material may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone and return the original message to us at the above address without making a copy. Your cooperation is greatly appreciated.

**WADMIN22-0020  
EXHIBIT E**

**TEMPORARY OCCUPANCY  
for the Care of the Infirm  
AFFIDAVIT OF PHYSICIAN**

STATE OF NEVADA )  
 ) ss:  
COUNTY OF WASHOE )

I, RITUPARNA DAS, M.D. being duly sworn, depose, and say that I am a physician licensed by the Nevada State Board of Medical Examiners to practice medicine in the State of Nevada.

I further swear or affirm that:

I am a licensed physician caring for JAYDEN ALEXANDER CHAPMAN and am personally familiar with his/her physical and medical condition and its impact on his/her life functions; and,

That JAYDEN ALEXANDER CHAPMAN suffers from physical and medical condition(s) that severely impair his/her ability to live alone and care for himself/herself and he/she needs to have a person living on the premises/property where he/she lives in order to provide care and assistance to him/her

Signed 

State of Nevada License Number 1939

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

SEE ATTACHED CERT  
JM 08-09-2022  
Notary Public in and for said county and state

My commission expires: \_\_\_\_\_

This Physician's Affidavit is required to be submitted with the Administrative Permit application for Temporary Occupancy for the Care of the Infirm pursuant to WCC Section 110.310.35(g). If the Administrative Permit is approved, a new affidavit must be submitted with each annual renewal.

**WADMIN22-0020  
EXHIBIT E**

**CALIFORNIA JURAT WITH AFFIANT STATEMENT**

**GOVERNMENT CODE § 8202**

- See Attached Document (Notary to cross out lines 1-6 below)
- See Statement Below (Lines 1-6 to be completed only by document signer[s], not Notary)

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

6 \_\_\_\_\_

Signature of Document Signer No. 1 \_\_\_\_\_ Signature of Document Signer No. 2 (if any) \_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
 County of EL DORADO

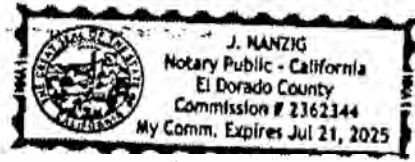
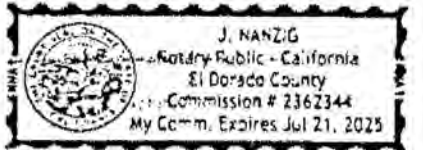
Subscribed and sworn to (or affirmed) before me  
 on this 09 day of AUGUST, 2022  
 by RITA PARNA Date Month Year

RITA PARNA WAS

(and (2) \_\_\_\_\_),  
 Name(s) of Signer(s)

proved to me on the basis of satisfactory evidence  
 to be the person(s) who appeared before me.

Signature \_\_\_\_\_  
 Signature of Notary Public



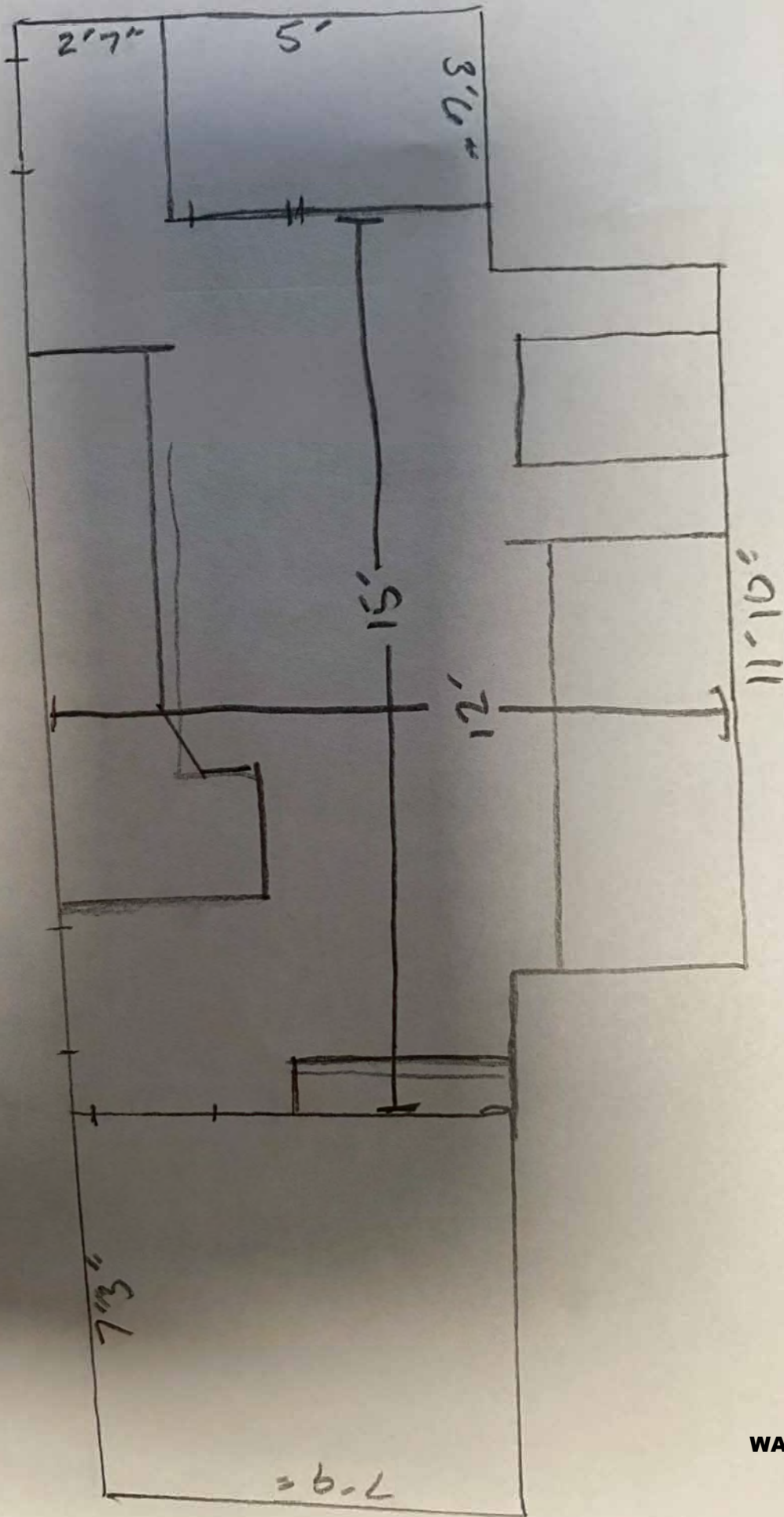
Seal  
 Place Notary Seal Above

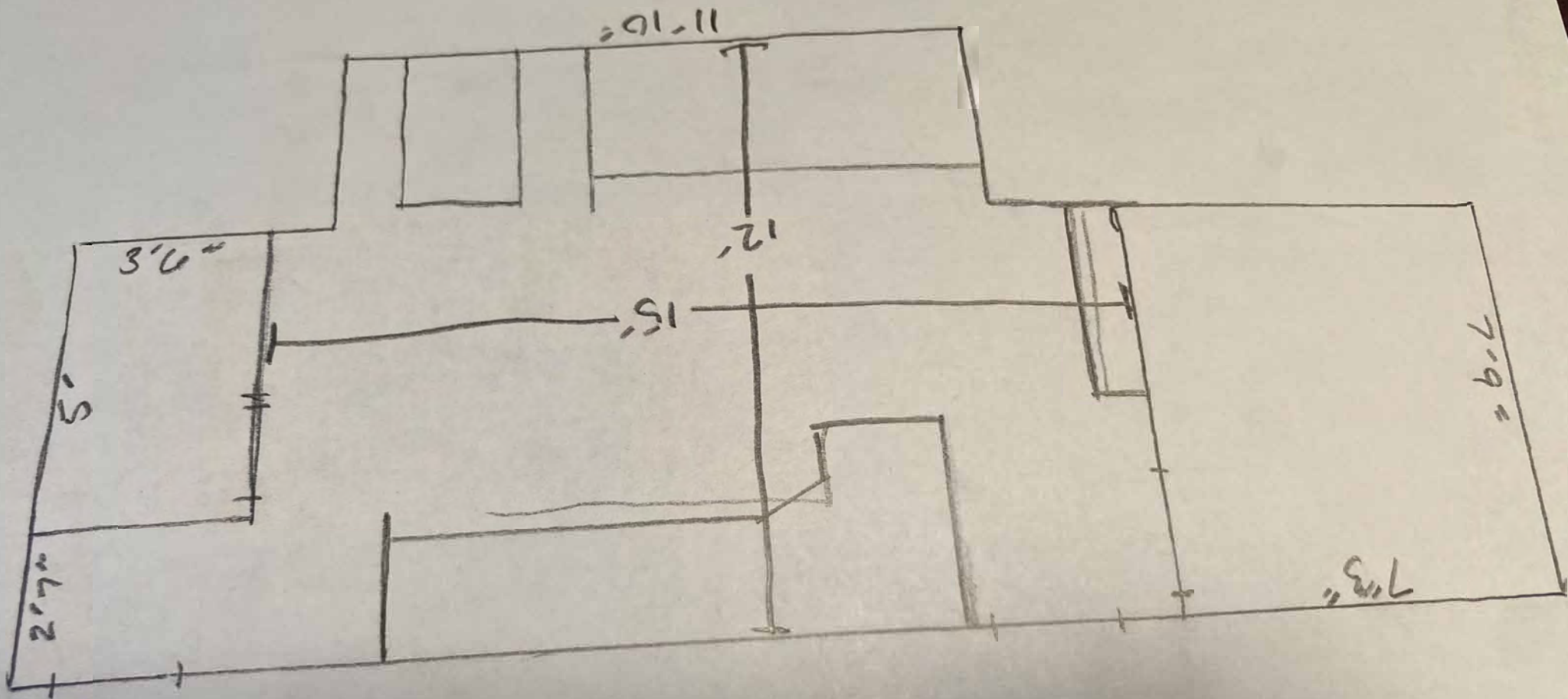
**OPTIONAL**

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document  
 Title or Type of Document: TEMPORARY OCCUPANCY AFFIDAVIT Document Date: 08-09-2022  
 Number of Pages: 1 Signer(s) Other Than Named Above: NONE







*Pilgrim*<sup>TM</sup>

WADMIN22-0020  
EXHIBIT E



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EXHIBIT E**



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