



Board of Adjustment Staff Report

Meeting Date: October 6, 2022

Agenda Item: 8G

SPECIAL USE PERMIT CASE NUMBER: WSUP22-0017 (Montgomery/Lee DADAR)

BRIEF SUMMARY OF REQUEST: Allow construction of a detached accessory dwelling.

STAFF PLANNER: Courtney Weiche, Senior Planner
Phone Number: 775.328.3608
E-mail: cweiche@washoecounty.gov

CASE DESCRIPTION

For hearing, discussion, and possible action to approve a special use permit to allow a ±702 sq. ft. detached accessory dwelling unit on a parcel with the regulatory zoning of Medium Density Suburban (MDS) as required by Washoe County Code 110.306.25.

Property Owner: Andrea Lee Trust
Location: 15220 Kivett Ln
APN: 017-072-01
Parcel Size: 1.030 acres
Master Plan: Suburban Residential
Regulatory Zone: Medium Density Suburban
Area Plan: Southeast Truckee Meadows
Development Code: Authorized in Article 810, Special Use Permits
Commission District: 2 – Commissioner Lucey



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 Washoe County Board of Adjustment approve with conditions Special Use Permit Case Number WSUP22-0017 for Andrea Lee Trust, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Code Section 110.810.30.

(Motion with Findings on Page 8)

Staff Report Contents

Special Use Permit 3

Site Plan4

Project Evaluation..... 6

Area Plan Evaluation..... 6

Reviewing Agencies..... 6

Recommendation..... 8

Motion..... 8

Appeal Process..... 8

Exhibits Contents

Conditions of Approval.....Exhibit A

Agency Comments.....Exhibit B

Public Notice..... Exhibit C

Project Application Exhibit D

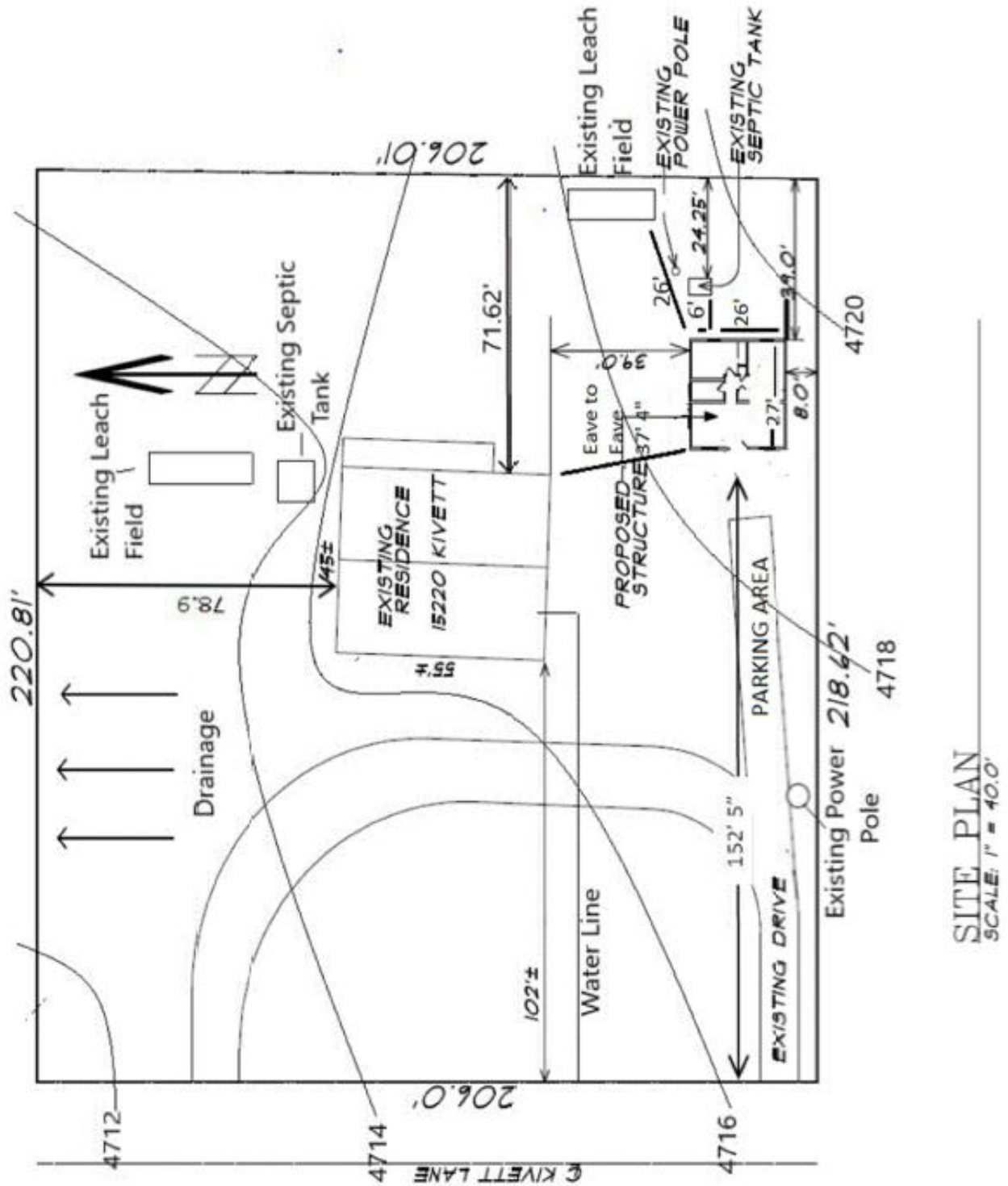
Special Use Permit

The purpose of a special use permit is to allow a method of review to identify any potential harmful impacts on adjacent properties or surrounding areas for uses that may be appropriate within a regulatory zone; and to provide for a procedure whereby such uses might be permitted by further restricting or conditioning them so as to mitigate or eliminate possible adverse impacts. If the Board of Adjustment grants an approval of the special use permit, that approval is subject to conditions of approval. Conditions of approval are requirements that need to be completed during different stages of the proposed project. Those stages are typically:

- Prior to permit issuance (i.e. a grading permit, a building permit, etc.)
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure
- 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 business or project.

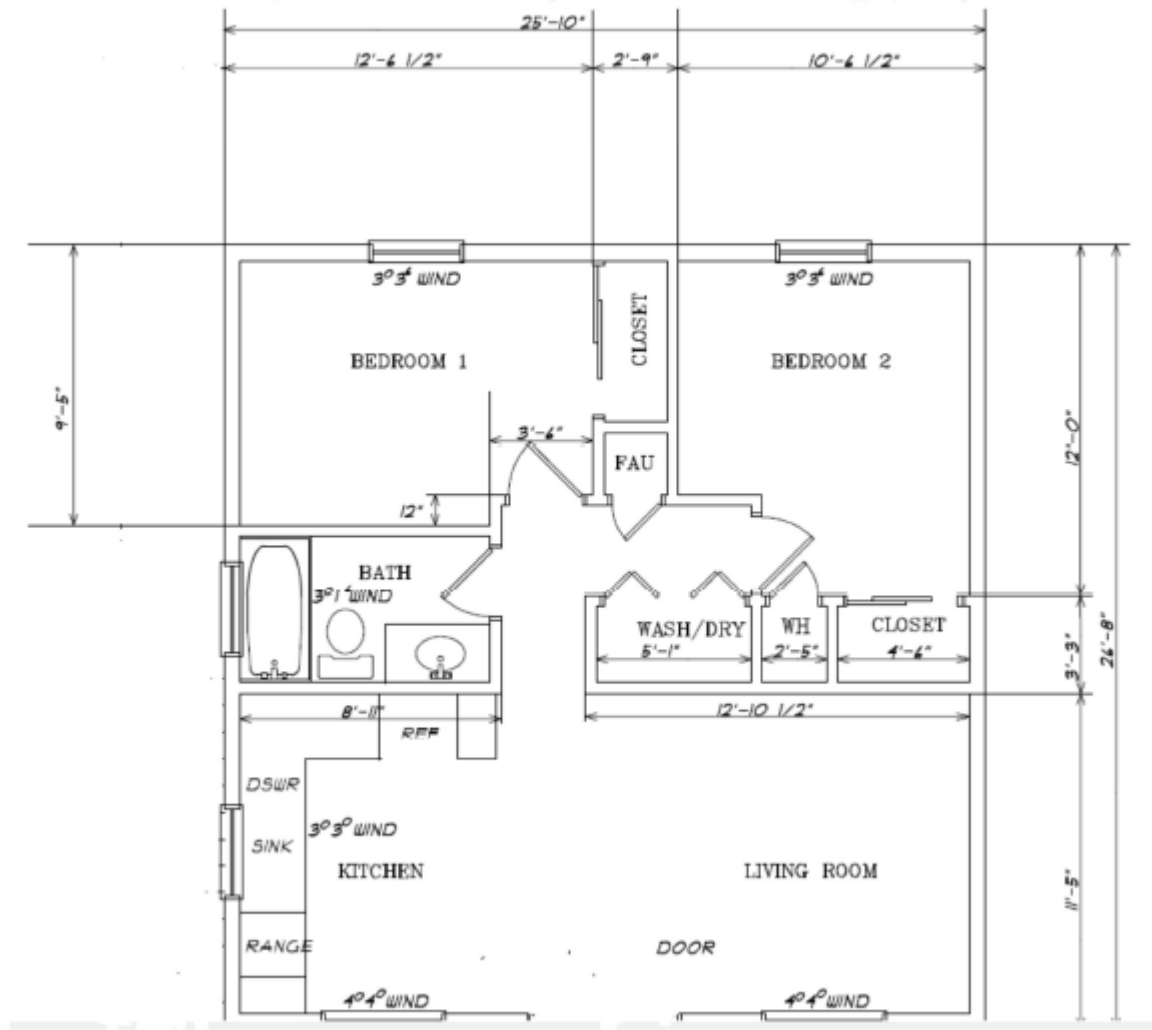
The conditions of approval for Special Use Permit Case Number WSUP22-0017 are attached to this staff report and will be included with the action order.

The subject property is designated as Medium Density Suburban (MDS). The proposed use of detached accessory dwelling unit which is classified as a residential use is permitted in MDS with a special use permit per WCC Table 110.302.05.1. and WCC 110.306.25. Therefore, the applicant is seeking approval of this SUP from the Board of Adjustment.

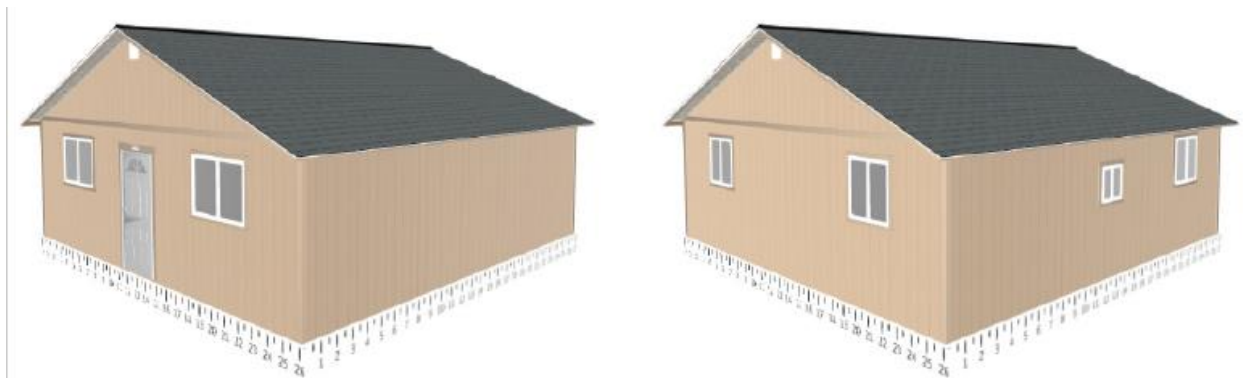


Site Plan

SITE PLAN
SCALE: 1" = 40.0'



Floor Plan



Elevations

Project Evaluation

The applicant is requesting a special use permit to approve a ±702 sq. ft. detached accessory dwelling unit (DAD) on the same parcel of land where a ±2,475 sq. ft. residence is located. The parcel has a regulatory zone of Medium Density Suburban (MDS) and a special use permit is required for detached accessory dwellings in the MDS regulatory zone per WCC Table 110.302.05.1 and 110.306. 25.

The detached accessory dwelling (DAD) will include two bedrooms, a bathroom, kitchen and living room (See floor plans above). Parking is available on the parcel. The parcel is currently receiving water service from the Truckee Meadows Water Authority (TMWA). Conditions of approval require the applicant to provide a letter of acknowledgement from TMWA which indicates the adequacy of water rights to support the DAD.

The subject parcel is served by a private onsite sewage disposal system. Conditions of approval indicate the exact location and design of the onsite sewage disposal system will be subject to review and approval during the building permit process. The setbacks for MDS are 20 feet in the front and rear and 8 feet on the sides, the DAD will meet all MDS setback requirements.

Area Plan Evaluation

The subject parcel is located within the Southeast Truckee Meadows Area Plan. The following is the pertinent policy from the Area Plan:

Relevant Area Plan Policies Reviewed

Policy	Brief Policy Description	Complies	Condition of Approval
110.212.05a	Max. 2 units/acre	Yes	No

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
US Postal Service	X			
Washoe County Building & Safety	X			
Washoe County Engineering & Capital Projects	X	X	X	Dwayne Smith, desmith@washoecounty.gov
Washoe County Water Rights Manager	X	X	X	Vahid Behmaram, vbehmaram@washoecounty.gov ; Timber
WCHD Environmental Health	X	X	X	Jim English, jenglish@washoecounty.gov ;
TMFPD	X	X	X	Brittany Lemon; blemon@washoecouny.gov
Regional Transportation Commission (All Apps)	X			
Washoe-Storey Conservation District (All Apps)	X	X		
Truckee Meadows Water Authority	X			
Utilities, Inc.	X			

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

Staff Comment on Required Findings

WCC Section 110.810.30, Article 810, *Special Use Permits*, requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the request. Staff has completed an analysis of the special use permit 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 Southeast Truckee Meadows Area Plan.

Staff Comment: The application request is consistent with Master Plan and the Southeast Truckee Meadows 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.

Staff Comment: The subject parcel is served by community water and a private onsite sewage disposal system. Exact location of the proposed unit and design of the onsite sewage disposal system will be subject to review and approval during the building permit process.

- (c) Site Suitability. That the site is physically suitable for detached accessory dwelling unit, and for the intensity of such a development.

Staff Comment: The parcel is being used for residential housing and the proposed detached accessory dwelling unit will be constructed to meet all Washoe County codes. The detached dwelling unit will meet the setbacks for the MDS regulatory zone.

- (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: The site has a residence on the property, as doing the surrounding properties. The addition of a detached accessory dwelling unit will have minimum impact to the 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.

Staff Comment: There are no military installations in the area.

Recommendation

After a thorough analysis and review, Special Use Permit Case Number WSUP22-0017 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 Washoe County Board of Adjustment approve with conditions Special Use Permit Case Number WSUP22-0017 for Andrea Lee Trust, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Code Section 110.810.30:

- (a) Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Southeast Truckee Meadows 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 a detached accessory dwelling, 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 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 applicant.

Property Owner: Andrea Lee Trust
seabound@charter.net

Representatives: Gaylan Montgomery
seabound@charter.net



Conditions of Approval

Special Use Permit Case Number WSUP22-0017

The project approved under Special Use Permit Case Number WSUP22-0017 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.

Unless otherwise specified, all conditions related to the approval of this special use 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 special use 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 special use permit may result in the institution of revocation procedures.

Washoe County reserves the right to review and revise the conditions of approval related to this Special Use 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.

- **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 Planning and Building, which shall be responsible for determining compliance with these conditions.

**Contact Name – Courtney Weiche, Senior Planner, 775.328.3608,
cweiche@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 special use permit.**
- b. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit.
- c. The applicant shall submit construction plans, with all information necessary for comprehensive review by Washoe County, and initial building permits shall be issued within two years from the date of approval by Washoe County. The applicant shall complete construction within the time specified by the building permits.
- d. A note shall be placed on all construction drawings and grading plans stating:

NOTE

Should any cairn or grave of a Native American be discovered during site development, work shall temporarily be halted at the specific site and the Sheriff’s Office as well as the State Historic Preservation Office of the Department of Conservation and Natural Resources shall be immediately notified per NRS 383.170.

- d. Construction hours are 7am to 7pm Monday through Saturday.

Washoe County Engineering and Capital Projects

2. The following conditions are requirements of the Engineering Division, which shall be responsible for determining compliance with these conditions.

**Contact Name – Jennifer Heeran, Senior Engineer, 775.328.3603,
jheeran@washoecounty.gov**

GENERAL CONDITIONS

Contact Information: Robert Wimer, P.E. (775) 328-2059, rwimer@washoecounty.gov

- a. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP’s) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
- b. All disturbed areas left undeveloped for more than 30 days shall be treated with a dust palliative. Disturbed areas left undeveloped for more than 45 days shall be revegetated. Methods and seed mix must be approved by the County Engineer with technical assistance from the Washoe-Storey Conservation District. The applicant shall submit a revegetation plan to the Washoe-Storey Conservation District for review.

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

- c. The following note shall be added to the construction drawings; “All properties, regardless if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties.”

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitch Fink, (775) 328-2050, mfink@washoecounty.gov

- d. The Regional Road Impact Fee (RRIF) will be charged at the multi-family rate for one unit with the building permit for the accessory dwelling.

Truckee Meadows Fire Protection District

3. 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 Marshall, 775.326.6079, 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/>.
- b. This project proposal is in moderate WUI zone and has conforming water per the 2018 International Fire Code (IFC) and International Wildland Urban Interface Code (IWUIC). The plans will need to note at least 30 feet of defensible space for IR3 construction per the IWUIC. If 30 feet cannot be accomplished IR2 construction is required.

Washoe County Water Management Planner Coordinator

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

Contact Name - Timber Weiss, 775.328.3699, tweiss@washoecounty.gov

- a. The parcel is currently receiving water service from the Truckee Meadows Water Authority (TMWA). The applicant shall provide a letter of acknowledgement from TMWA which will indicate the adequacy of water rights to support the Detached Dwelling.
- b. TMWA may require additional water rights or if there is sufficient water rights to support the Detached Dwelling, TMWA will simply issues a letter indicating no additional water rights are necessary. Please submit this form to tweiss@washoecounty.gov prior to the approval of a building permit for this project.

Washoe County Environmental Health Division

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

Contact Name – James English, 775.328.2434, jenglish@washoecounty.gov

- a. WCHD notes the subject parcel is served by public water and a private onsite sewage disposal system.
- b. WCHD does not object to the approval of the SUP for the detached accessory dwelling unit proposed, but the approval of the SUP does not guarantee approval of the location of the proposed unit or design and location of the onsite sewage disposal systems shown in the application.

- c. If the SUP is approved, the project must go through the Washoe County Building Permit Process Review and be routed to WCHD for review and approval and must meet all applicable requirements of all regulations in place at time of submittal.

*** End of Conditions ***

From: [Steve Shell](#)
To: [Weiche, Courtney](#)
Subject: WSUP22-0017
Date: Monday, August 15, 2022 9:56:35 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.jpg](#)
[image006.png](#)
[image008.png](#)
[image010.jpg](#)
[image011.jpg](#)
[image012.jpg](#)

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

The Division of Water Resources has no comment.

As of June 1, 2021, the Office of the State Engineer is open to the public. Please call 684-2800 upon arrival and a representative will come down to escort you to our office.

Steve Shell
Water Rights Specialist II
Department of Conservation and Natural Resources
Nevada Division of Water Resources
901 S. Stewart St., Suite 2002
Carson City, NV 89701
sshell@water.nv.gov
(O) 775-684-2836 | (F) 775-684-2811

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

August 26, 2022

Washoe County Community Services
Planning and Development Division

RE: Montgomery Lee DADAR; 017-072-01
Special Use Permit (SUP); WSUP22-0017

Dear Washoe County Staff:

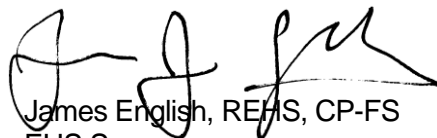
The following conditions are requirements of the Washoe County Health District, Environmental Health Division, which shall be responsible for determining compliance with these conditions.

Contact Name – James English - jenglish@washoecounty.us

- a) Condition #1: WCHD notes the subject parcel is served by public water and a private onsite sewage disposal system.
- b) Condition #2: WCHD does not object to the approval of the SUP for the detached accessory dwelling unit proposed, but the approval of the SUP does not guarantee approval of the location of the proposed unit or design and location of the onsite sewage disposal systems shown in the application.
- c) Condition #3: If the SUP is approved, the project must go through the Washoe County Building Permit Process Review and be routed to WCHD for review and approval and must meet all applicable requirements of all regulations in place at time of submittal.

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

Sincerely,



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



From: [Lemon, Brittany](#)
To: [Weiche, Courtney](#)
Cc: [Way, Dale](#)
Subject: WSUP22-0017 (Montgomery Lee DADAR) Conditions of Approval
Date: Tuesday, August 23, 2022 12:18:59 PM
Attachments: [image001.png](#)

Hi Courtney,

“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/>.

This project proposal is in moderate WUI zone and has conforming water per the 2018 International Fire Code (IFC) and International Wildland Urban Interface Code (IWUIC). The plans will need to note at least 30 feet of defensible space for IR3 construction per the IWUIC. If 30 feet cannot be accomplished IR2 construction is required.

Thank you,

Brittany Lemon

Fire Captain - Fire Prevention | Truckee Meadows Fire & Rescue

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”



WASHOE COUNTY
COMMUNITY SERVICES
INTEGRITY COMMUNICATION SERVICE

1001 E. 9th St.
Reno, NV 89512
Reno, Nevada 89520-0027
Phone: (775) 328-3600
Fax: (775) 328-3699

August 24, 2022

TO: Courtney Weiche, Senior Planner, CSD, Planning & Development Division
FROM: Timber Weiss, Licensed Engineer, CSD
SUBJECT: Special Use Permit Case Number WSUP22-0017 (Montgomery Lee DADAR)

Project description:

The applicant is proposing to approve a special use permit to allow a ±702 sq. ft. detached accessory dwelling unit on a parcel with the regulatory zoning of Medium Density Suburban (MDS) as required by Washoe County Code 110.306.25 at 15220 Kivett Lane.

Location: 15220 Kivett Lane, APN: 017-072-01.

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

The parcel is currently receiving water service from the Truckee Meadows Water Authority (TMWA). The applicant shall provide a letter of acknowledgement from TMWA which will indicate the adequacy of water rights to support the Detached Dwelling.

TMWA may require additional water rights or if there is sufficient water rights to support the Detached Dwelling, TMWA will simply issues a letter indicating no additional water rights are necessary.

Please submit this form to tweiss@washoecounty.gov prior to the approval of a building permit for this project.



Washoe-Storey Conservation District

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

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

August 23, 2022

Washoe County Community Services Department

C/O Courtney Weiche, Senior Planner

1001 E Ninth Street, Bldg. A

Reno, NV 89512

R: WSUP22-0017 Montgomery LEE DADAR

Dear Courtney

In reviewing the special use permit for a detached accessory dwelling, the Conservation District has the following comments.

We recommend the accessory dwelling exterior and roof materials match the structure of the main house. In addition to the new shrubs and plants, the District requests providing an additional tree.

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



Date: August 26, 2022

To: Julee Olander, Planner

From: Robert Wimer, P.E., Licensed Engineer

Re: Special Use Permit for Montgomery Lee Detached Accessory Dwelling WSUP22-0017
APN 017-072-01

GENERAL PROJECT DISCUSSION

Washoe County Engineering staff has reviewed the above referenced application. The Special Use Permit is for the construction of a detached accessory dwelling unit and is located on approximately 1.03 acres on the east side of Kivett Lane off of Geiger Grade. The Engineering and Capital Projects Division recommends approval with the following comments and conditions of approval which supplement applicable County Code and are based upon our review of the site and the application prepared by Andrea Lee. The County Engineer shall determine compliance with the following conditions of approval.

For questions related to sections below, please see the contact name provided.

GENERAL CONDITIONS

Contact Information: Robert Wimer, P.E. (775) 328-2059

1. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
2. All disturbed areas left undeveloped for more than 30 days shall be treated with a dust palliative. Disturbed areas left undeveloped for more than 45 days shall be revegetated. Methods and seed mix must be approved by the County Engineer with technical assistance from the Washoe-Storey Conservation District. The applicant shall submit a revegetation plan to the Washoe-Storey Conservation District for review.

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

Contact Information: Robert Wimer, P.E. (775) 328-2059

1. The following note shall be added to the construction drawings; "All properties, regardless if they are located within or outside of a FEMA designated flood zone, may



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

WSUP22-0017

EXHIBIT B

be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties.”

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitch Fink, (775) 328-2050

1. The Regional Road Impact Fee (RRIF) will be charged at the multi-family rate for one unit with the building permit for the accessory dwelling.

UTILITIES (County Code 422 & Sewer Ordinance)

Contact Information: Tim Simpson, P.E. (775) 954-4648

1. No utility related conditions.



WSUP22-0017

EXHIBIT B



52 parcels

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: Montgomery/Lee Detached Dwelling			
Project Description: A detached one-story residential dwelling			
Project Address: 15220 Kivett Lane			
Project Area (acres or square feet): 702 sq. ft.			
Project Location (with point of reference to major cross streets AND area locator): Kivett Lane and Geiger Grade			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
017-072-01	1.030		
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: Lee Trust, Andrea		Name:	
Address: 15220 Kivett Lane		Address:	
Reno, Nevada	Zip: 89521		Zip:
Phone: 775-770-4192	Fax:	Phone:	Fax:
Email: seabound@charter.net		Email:	
Cell:	Other:	Cell:	Other:
Contact Person: Andrea Lee		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name:		Name: Gaylan Montgomery	
Address:		Address: 15220 Kivett Lane	
	Zip:	Reno, Nevada	Zip: 89521
Phone:	Fax:	Phone: 775-856-4567	Fax:
Email:		Email: seabound@charter.net	
Cell:	Other:	Cell:	Other:
Contact Person:		Contact Person:	
For Office Use Only			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

**WSUP22-0017
EXHIBIT D**

Special Use Permit Application Supplemental Information

(All required information may be separately attached)

1. What is the project being requested?

A detached one-story dwelling, with 702 sq. ft. of living area

2. Provide a site plan with all existing and proposed structures (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.)

Refer to submitted site plan

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

Construction of the project is planned to begin following approval of the SUP and building permit, and is expected to complete in one phase.

4. 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 dwelling is intended for use by family members; there are no impacts from this proposed use.

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

The dwelling will replace the two unsightly sheds currently located on the property, and will be accompanied by new shrubs and plants. These improvements are expected to increase neighboring property values.

6. What are the anticipated negative impacts or affect your project will have on adjacent properties? How will you mitigate these impacts?

There are no anticipated negative impacts to the adjacent properties.

7. Provide specific information on landscaping, parking, type of signs and lighting, and all other code requirements pertinent to the type of use being purposed. Show and indicate these requirements on submitted drawings with the application.

Refer to submitted drawings.

WSUP22-0017
EXHIBIT D

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

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

9. Utilities:

a. Sewer Service	Septic
b. Electrical Service	NVEnergy
c. Telephone Service	N/A
d. LPG or Natural Gas Service	N/A
e. Solid Waste Disposal Service	Waste Management
f. Cable Television Service	Spectrum or AT&T
g. Water Service	TMWA

For most uses, 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.

h. Permit #		acre-feet per year	
i. Certificate #		acre-feet per year	
j. Surface Claim #		acre-feet per year	
k. Other #		acre-feet per year	

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

--

10. Community Services (provided and nearest facility):

a. Fire Station	Truckee Meadows Fire Station #12; 2.6 miles
b. Health Care Facility	Northern Nevada Medical Center; 6.2 miles
c. Elementary School	Brown Elementary; 1.2 miles
d. Middle School	Depoali Middle School; 4.3 miles
e. High School	Damonte Ranch High; 2.6 miles
f. Parks	Virginia Foothills Park; 1.1 miles
g. Library	South Valleys Library; 2.4 miles
h. Citifare Bus Stop	RTC Route 56; 3.4 miles

