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: St. Fran	ncis of Ass	isi Catholic Chu	rch	
Description proposed expansion	posing an addition to th n will not result in an int part of the church's cur	ne existing church; approximately 97 ensification of the existing use but w rrent operation.	6 s.f. footprint. The vill facilitate classrooms	
Project Address: 701 Mt. Ros	se Hwy			
Project Area (acres or square fe	et):536,232 s.f. / 12.	31 acres		
Project Location (with point of r	eference to major cross	streets AND area locator):		
The site is locat	ted in Incli	ne Village on Hv	vy 431	
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:	
124-032-01	9.17			
124-062-62	3.14			
Indicate any previous Wash	oe County approval	s associated with this applica	tion:	
Case No.(s).				
Applicant In	ormation (attach	additional sheets if necess	sary)	
Property Owner:		Professional Consultant:		
Name:St. Francis of Assisi Church		Name: Collaborative Design Studio		
Address:290 S. Arlington Ave., Ste 200		Address:9444 Double R Blvd., Suite B		
Reno, NV	Zip: 89501	Reno, NV	Zip: 89521	
Phone: 832.492-5197	Fax:	Phone: 775.348-777 Fax:		
Email:johnk@sftahoe.org		Email: kevinm@collaborativedesignstudio.com		
Cell:	Other:	Cell: Other:		
Contact Person: John Keeha	n	Contact Person: Kevin Merkling		
Applicant/Developer:		Other Persons to be Contacted:		
Name: Name: Kristina H		Name: Kristina Hill, Hill Plann	lill, Hill Planning Inc	
Address:		Address: P.O. Box 6139		
	Zip:	Incline Village, NV	Zip: 89450	
Phone:	Fax:	Phone: 775.544-4345	Fax:	
Email:		Email:tahoehills@att.net		
Cell:	Other:	Cell:	Other:	
Contact Person:		Contact Person:Kristina Hill		
	For Office	Use Only		
Date Received:	Initial:	Planning Area:		
County Commission District:		Master Plan Designation(s):		
CAB(s): Regulatory Zoning(s):				

4

Property Owner Affidavit

Applicant Name: ST. FLANCE ATHOLIC PARISH CORPORATION

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

STATE OF NEVADA COUNTY OF WASHOE

(please print name)

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

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

Assessor Parcel Number(s): 124-032-01 & 124-031-62

	Printed Name_DHU/EEHW
	Signed
	Address 701 MT. POSE HWY
Subscribed and sworn to before me this	IV, NV. 89451
2 day of February, 2020	/ (Notary Stamp)
Notary Pupilic in and for said county and state	Notary Public - State of Nevada Appointment Recorded in Washoe Couply No: 08-7578-2 - Expires August 8, 2020
My commission expires: Aug. 8, 2020	
*Owner refers to the following: (Please mark appr	opriate box.)

Owner Owner

Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)

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

ST. FRANCIS OF ASSISI CATHOLIC PARISH CORPORATION (SFA CPC) BOARD OF DIRECTORS MEETING

September 26, 2017 Reno Diocese Pastoral Center 290 S. Arlington Ave., Reno, NV

The undersigned, being all of the directors of St. Francis of Assisi Catholic Parish Corporation, held its annual meeting on September 26, 2017 at the Reno Diocese Pastoral Center, located at 290 S. Arlington Ave., Reno, Nevada. Some members attended the meeting via telephone.

ATTENDING:

Bishop Randolph R. Calvo, DD, JCD Mr. Mike Quilici, Chief Development Officer Reverend William Nadeau, SFA Parish Priest, SFA CPC President Dianne Severance, SFA FC Chair, SFA CPC Treasurer John Keehan, SFA Business Manager, SFA CPC Secretary

GUESTS:

Rich Todd CPA, Diocese Director of Audit & Parish Support Tim Cleary, CPA, SFA Contract Accountant Saundra Chacon-Whitt, St. Francis of Assisi Bookkeeper

NOT IN ATTENDANCE:

Fred Weber, Diocese Chief Financial Officer Reverend Charles Durante, VG, SFA CPC Vice President

OPENING PRAYER

Reverend William Nadeau opened the meeting at 1:35 PM with a prayer.

ROLL CALL

Those in attendance noted above.

APPOINTMENT OF OFFICERS

On a motion made by Dianne Severance and seconded by Reverend William Nadeau, John Keehan was appointed Secretary.

MINUTES

On motion made by Dianne Severance and seconded by Reverend William Nadeau, the December 1, 2016 the St. Francis of Assisi Catholic Parish Corporation (SFA CPC) minutes were approved.

ADDITIONS TO THE AGENDA

Reverend William Nadeau requested the results of TTT Capital Campaign, possible future build of parking lot/parish hall, and adopting a parish be added to the agenda.

REVIEW OF FY 2016-17 FINANCIAL STATEMENTS

Rich Todd reviewed the Fiscal year results for 2016-17 using a historical spreadsheet. Total income was \$41,201 lower than the budgeted goal of \$961,550. The key

component of this shortfall was ministries being \$54,179 short of goal. It was noted that CSA rebates and many parishioner donations went to the endowment fund and that these will be directed to ministries FY 2017-18.

Total expenses were \$46,507 lower than the budgeted goal of \$961,550. Under budget items were ministries at \$38,967, support personnel at \$17,167, and clergy at \$8,889. The main over budget items were G&A with depreciation and social functions being a combined \$11,488 over budget.

The above resulted in a modest net income of \$5,306.

Lastly, restricted funds (the entity used to cover building expenses) decreased \$57,385.

RATIFICATION OF BUDGET

The board of directors reviewed 2017-18 Fiscal Year budget. A balanced budget was approved with both revenues and expenses being \$972,145. The key components on the revenue side include an increase in offertory of \$20,648, an increase in ministries of \$56,674, and a decrease in CSA rebates of \$20,067.

The key components on the expense side include an increase in ministries of \$11,376, an increase in support personnel (mostly new youth minister) of \$44,034, an increase in clergy (fingers crossed) of \$29,713, and a decrease in G&A (mostly new copier lease) of \$27,130.

On a motion made by Dianne Severance and seconded by Reverend William Nadeau, the FY 2017-2018 budget was ratified.

DISCUSSION/APPROVAL OF CONSTRUCTION PROJECTS No current construction projects over \$10,000.

STATUS OF SYNOD INITIATIVES

Reverend William Nadeau sent Bishop Calvo an update. Bishop Calvo is happy with what the parish is doing and noted that we are pursuing our initiatives in a very good way. It was mentioned that St. Francis is a model that other parishes should follow.

OTHER ITEMS

John Keehan updated the board on the TTT Capital Campaign results. St. Francis has \$300,000 in pledges over its goal of \$854,000 and is only \$11,000 short in actual received donations received of making the goal. The participation rate is highest in the diocese at 29%. The Parish will be making a commitment push the weekend of Oct. 7/8 in the hopes of increasing the participation rate to the mid 40's.

Reverend William Nadeau will met with both the finance and pastoral councils regarding the possible construction of a multi-purpose building. A feasibility study will be conducted and updates will be provided.

Reverend William Nadeau mentioned that some parishioners would like to "adopt a parish." As with above, a feasibility study will be conducted. The parish would likely have to choose between a new building or adopt a parish.

Reverend William Nadeau reiterated his desire to have a Spanish speaking priest. If not a full time perhaps just someone to help occasionally on Sunday afternoons. Bishop Calvo noted that this is a challenging year for personnel.

CLOSING PRAYER

Bishop Calvo concluded the meeting with a closing prayer.

ADJOURNMENT

Having no other business, the meeting was adjourned at 2PM by unanimous consent.

NEXT ANNUAL MEETING: TBD

Administrative Permit Application Supplemental Information

(All required information may be separately attached)

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

Church addition of offices and classrooms

2. What section of the Washoe County code requires the Administrative permit required?

Sec. 110.904.20

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

12.31 acre site and existing church.

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

Proposed construction summer of 2020

5. Is there a phasing schedule for the construction and completion of the project?

No.

6. 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 12.31 acre site, the existing church.

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

More space for existing operations.

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

Install temp and permanent BMPs. Limit construction hours

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

N/A

- 10. How many improved parking spaces, both on-site and off-site, are available or will be provided? (Please indicate on site plan.)
- 11. What types of landscaping (e.g. shrubs, trees, fencing, painting scheme, etc.) are proposed? (Please indicate location on site plan.)

No landscaping proposed.

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

No signage proposed

13. 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.)

п	Yes	🖸 No	
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14. Utilities:

a. Sewer Service	IVGID
b. Water Service	IVGID

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

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

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

Washoe County Treasurer Tammi Davis

Washoe County Treasurer P.O. Box 30039, Reno, NV 89520-3039 ph: (775) 328-2510 fax: (775) 328-2500 Email: tax@washoecounty us

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Account Detail

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Tax Bill (C	lick on desi	red tax year f	or due dates and	further deta	iils)	1001 E. Ninth St., Ste D140 Reno, NV 89512-2845
Tax Year	Net Tax	Total Paid	Penalty/Fees	Interest	Balance Due	
2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2018	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2017	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	ំន <mark>្លែ</mark> រដែលសហាញ់ក្នុងពារសារ
2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Scattere mon
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The Washoe County Treasurer's Office makes every effort to produce and publish the most current and accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use, or its interpretation. If you have any questions, please contact us at (775) 328-2510 or tax@washoecounty.us

This site is best viewed using Google Chrome, Internet Explorer 11, Mozilla Firefox or Safari.

ST. FRANCIS OF ASSISI CHURCH, ADDITION 701 MT. ROSE HWY / APN: 124-030-62

Project Description:

The applicant is proposing to add office and classroom space to the existing church. The proposed expansion will not result in an intensification of the existing use but will facilitate classrooms and offices for uses that are part of the church's current operation. The uses currently use the hallway outside the admin office in the lower level of the church building.

Height:

The proposed addition will not exceed the allowable height per the TRPA Code of Ordinances.

Coverage:

The applicant proposes to create a project area with the church owned parcel across Kelly Dr. from the church; APN 124-032-01. The site currently contains the Pastor's residence and an ancillary parking lot for the church. The proposed coverage will be within the limits of the Bailey system.

BMPs:

The applicant will install both temporary and permanent BMPs with the capacity to infiltrate all run-off from the site.

Construction:

The proposed construction will be staged in the east parking lot. Temporary BMPs including filter fabric and construction fencing as well as waddles will prevent any runoff from disturbed areas. Permanent BMPs will be sized to infiltrate all runoff from impervious surfaces.

Tree Removal:

No trees are proposed to be removed as part of this project.

ST. FRANCIS OF ASSISI CHURCH, ADDITION 701 MT. ROSE HWY / APN: 124-030-62

Project Description:

Administrative Permit

The applicant is proposing to add office and classroom space to the existing church. Currently the church contains approximately 12,156 s.f. of floor area. The proposed twostory addition contains approximately 1,952 s.f. of floor area which is greater than (>) 10% of existing floor area; therefore, an administrative permit is required.

Director's Modification

In addition to the Administrative Permit application, the applicant is filing a Director's Modification application to waive the landscaping standards. The site is located in a densely forested area of Incline Village. The church was constructed in the 1960s and has created and maintained ornamental landscaping around the property while retaining the existing, natural pine forest. Please refer to photos submitted as part of this application.

Background

The church received a Washoe County Director's Modification permit on September 26, 2019 that waived the landscaping requirement for the auxiliary parking area located on and adjacent property on Kelly Drive which is utilized as overflow parking. The premise of the permit is due to the abundance of existing trees which provide shade and an aesthetic surrounding.

Use

The proposed expansion will not result in an intensification of the existing use but will facilitate classrooms and offices for uses that are part of the church's current operation. The uses currently use the hallway outside the admin office in the lower level of the church building.

<u>Height</u>

The proposed addition will not exceed the allowable height per the TRPA Code of Ordinances.

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BMPs

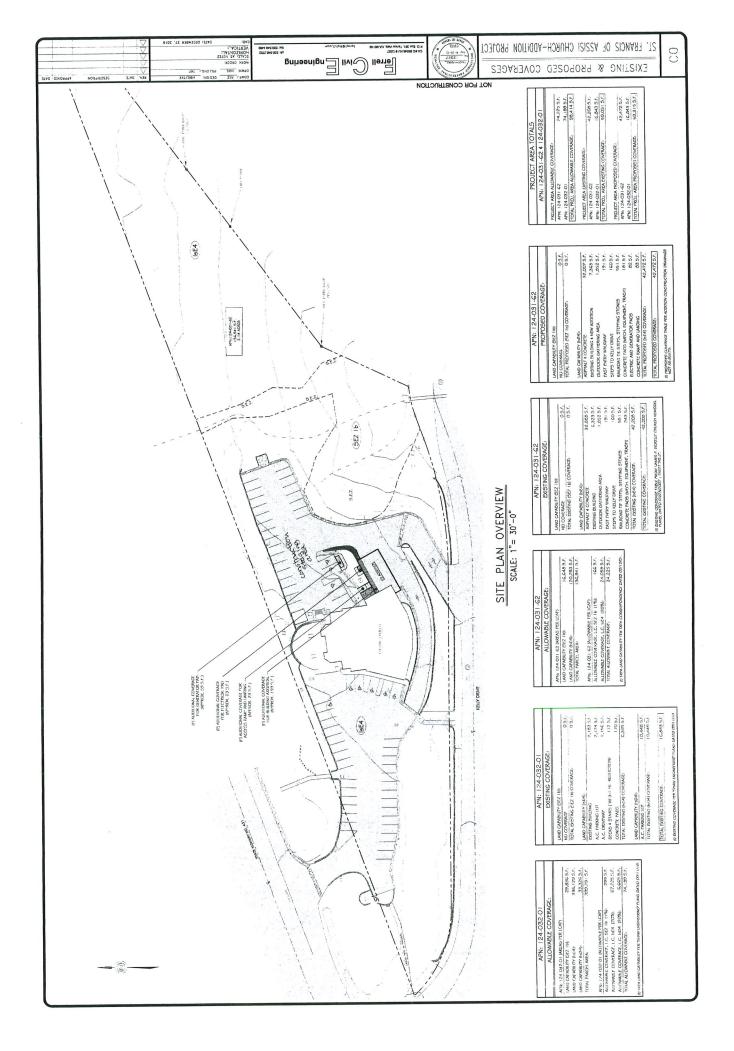
The applicant will install both temporary and permanent BMPs with the capacity to infiltrate all run-off from the site for a 20 year one hour storm.

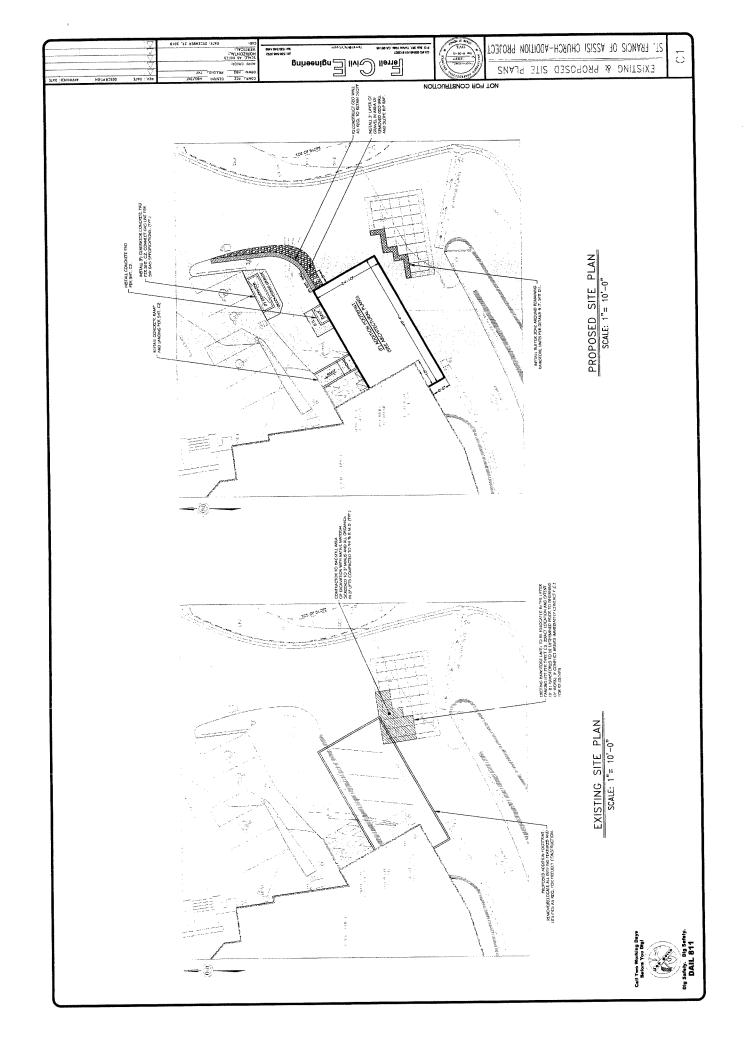
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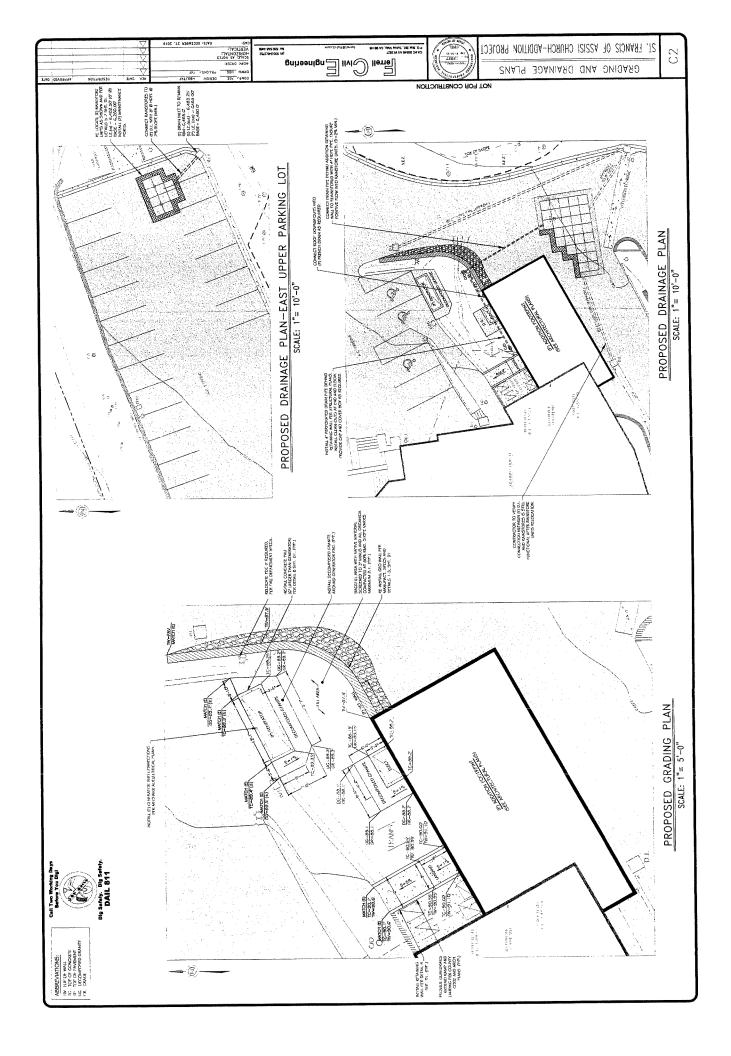
Tree Removal

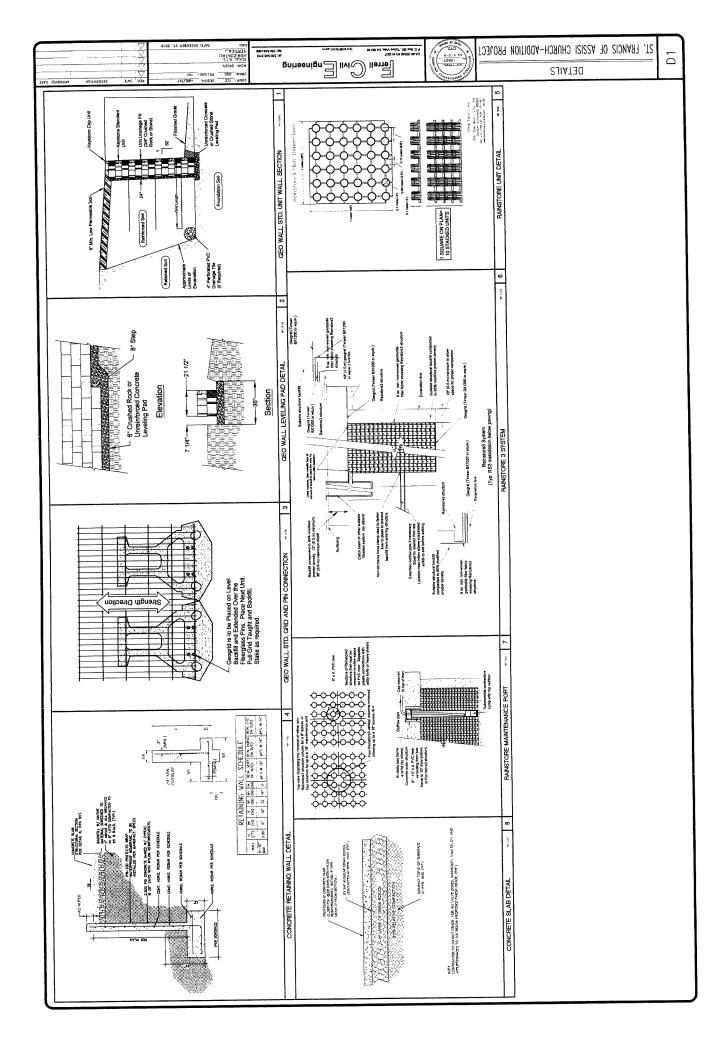
No trees are proposed to be removed as part of this project.

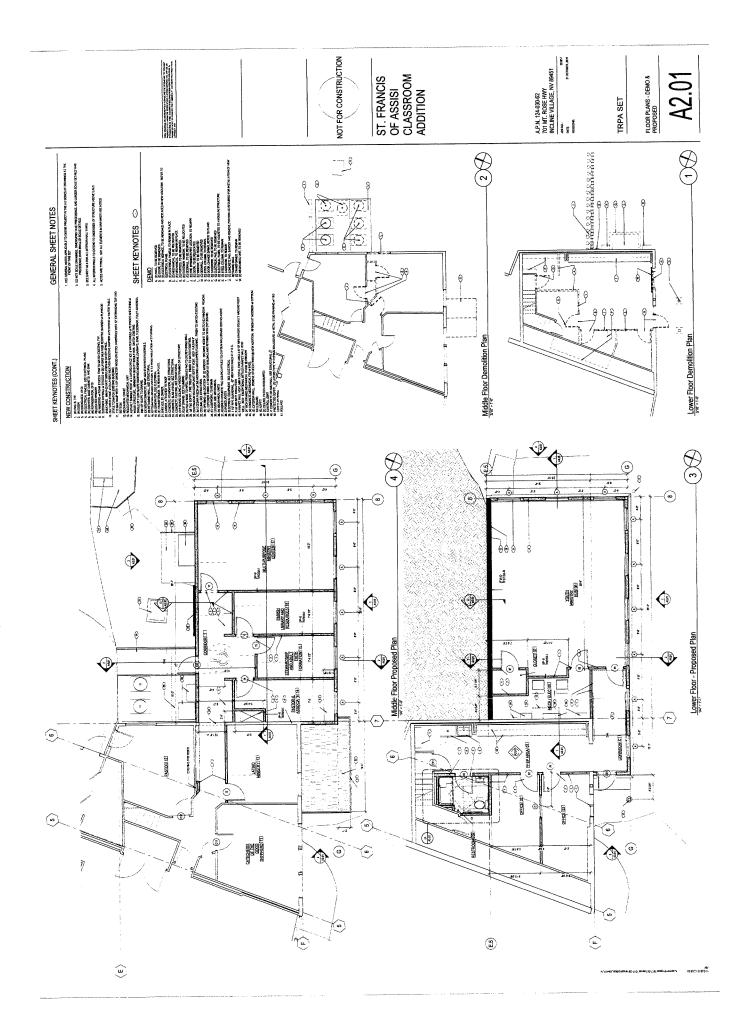


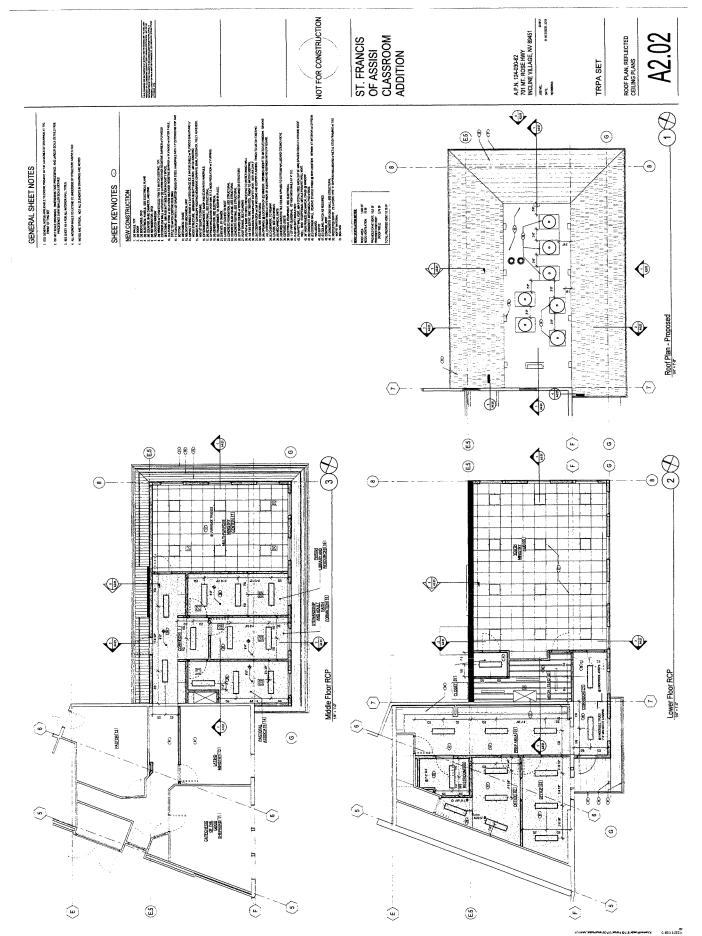


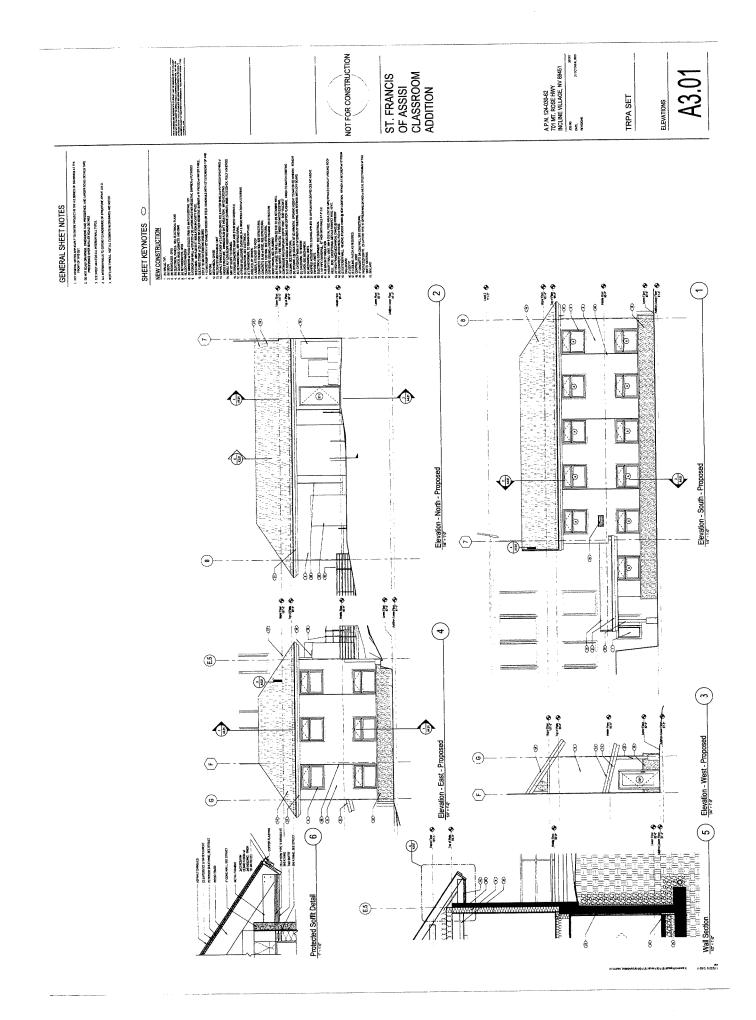
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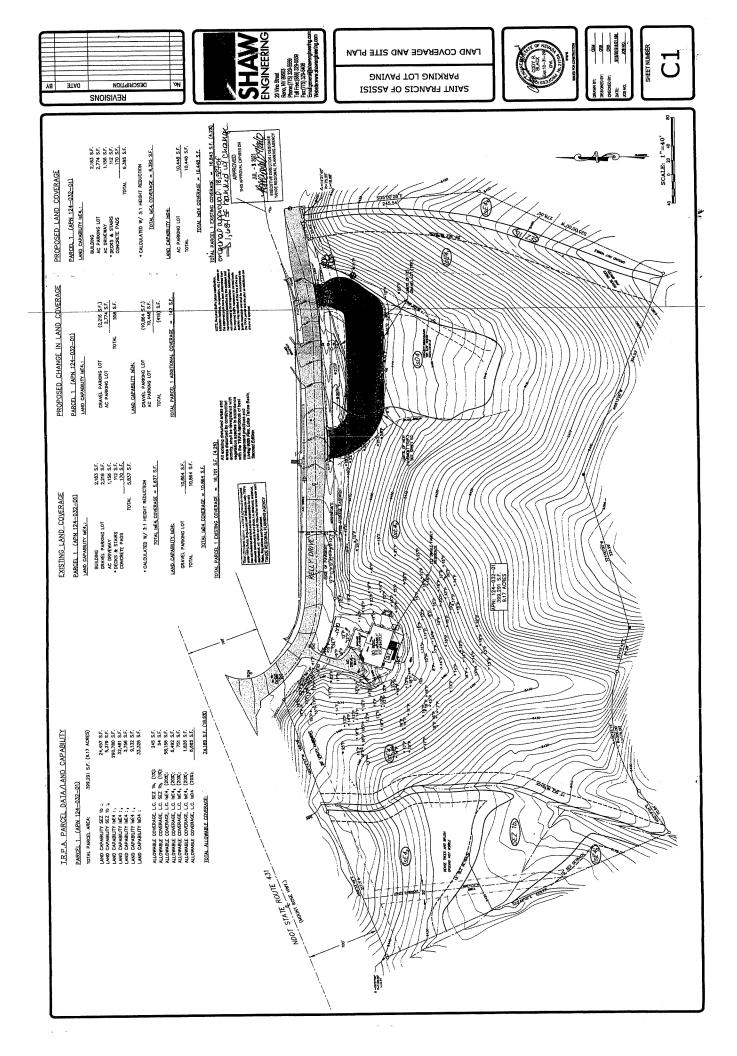


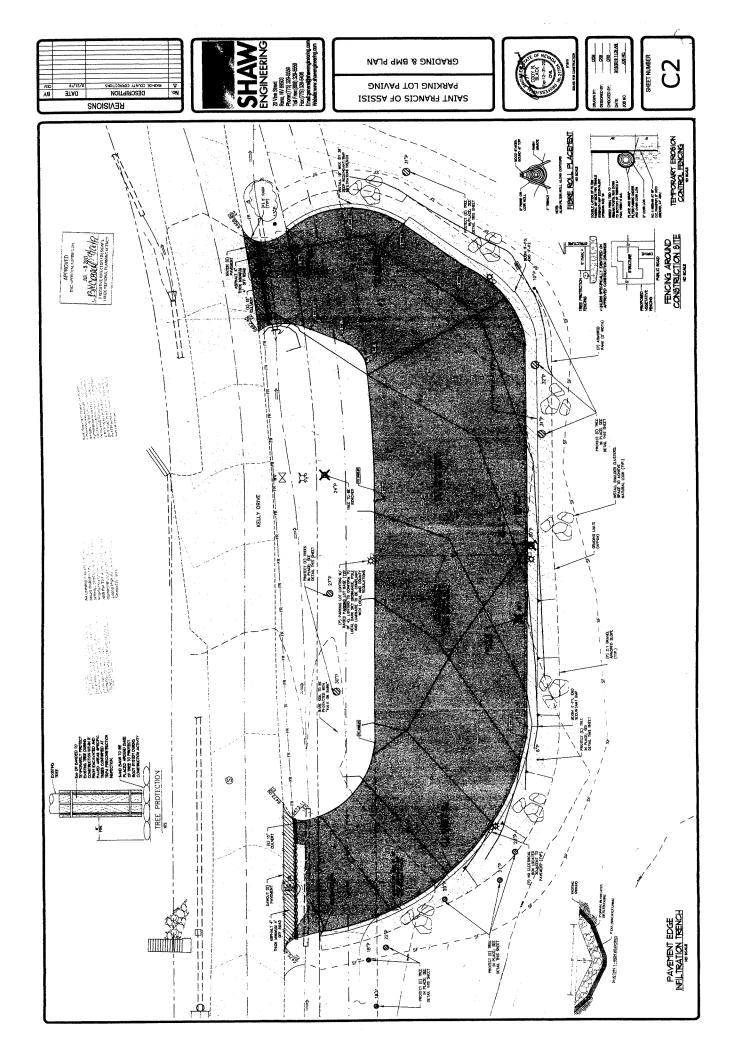


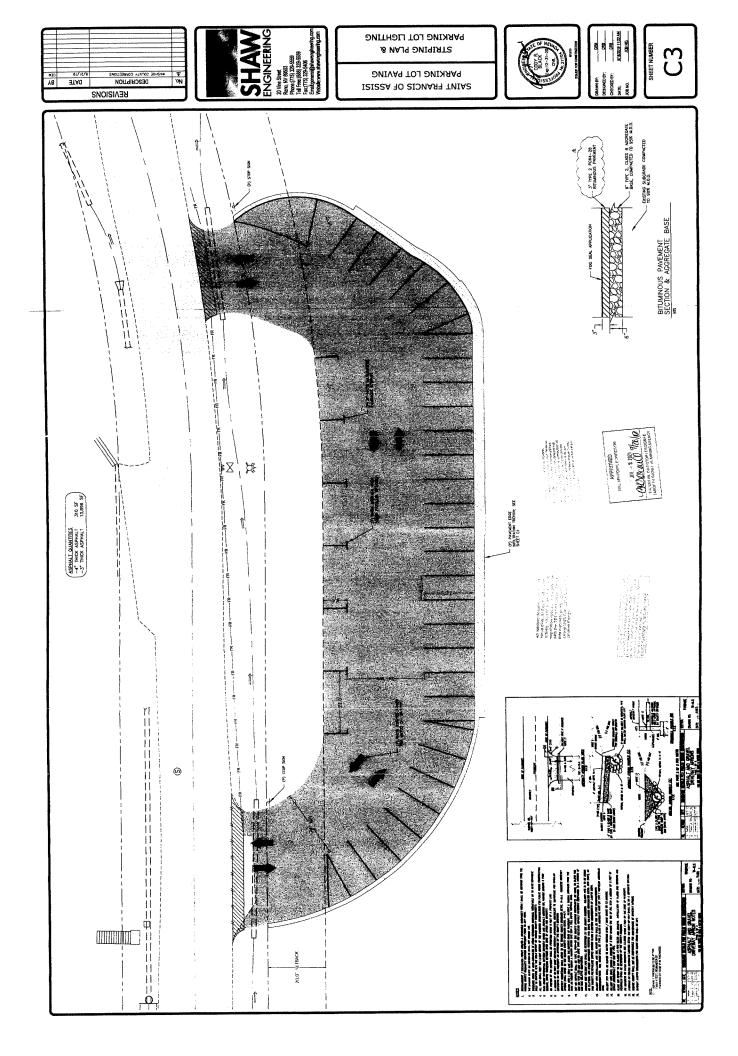


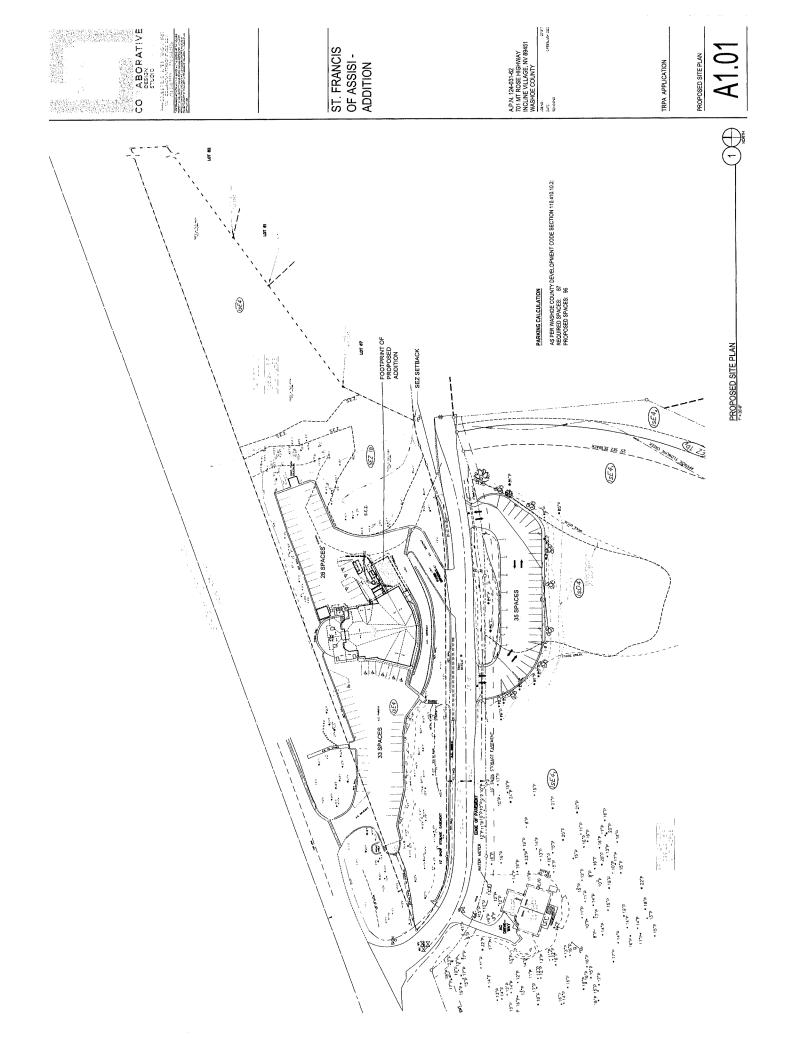


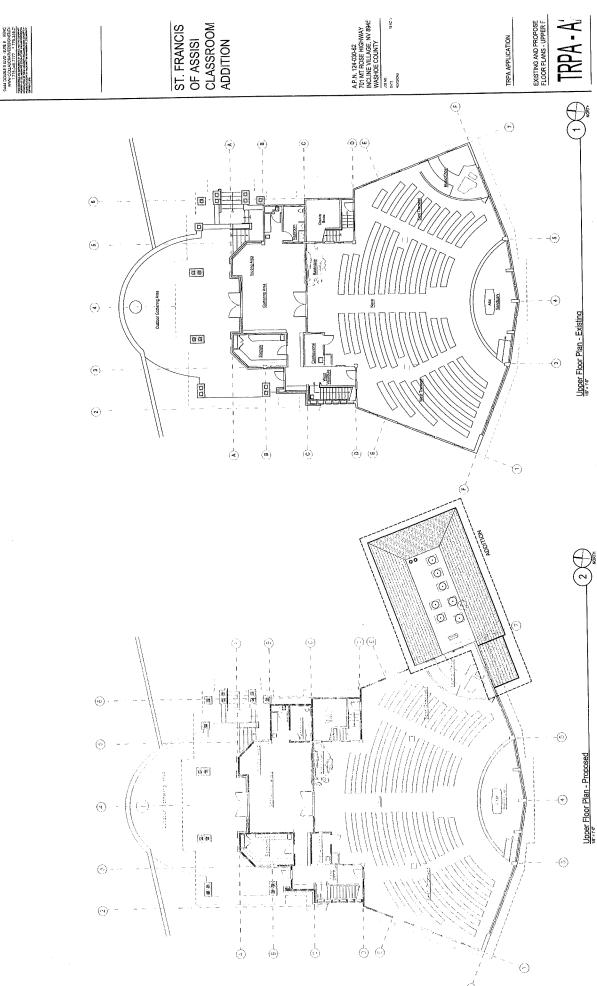






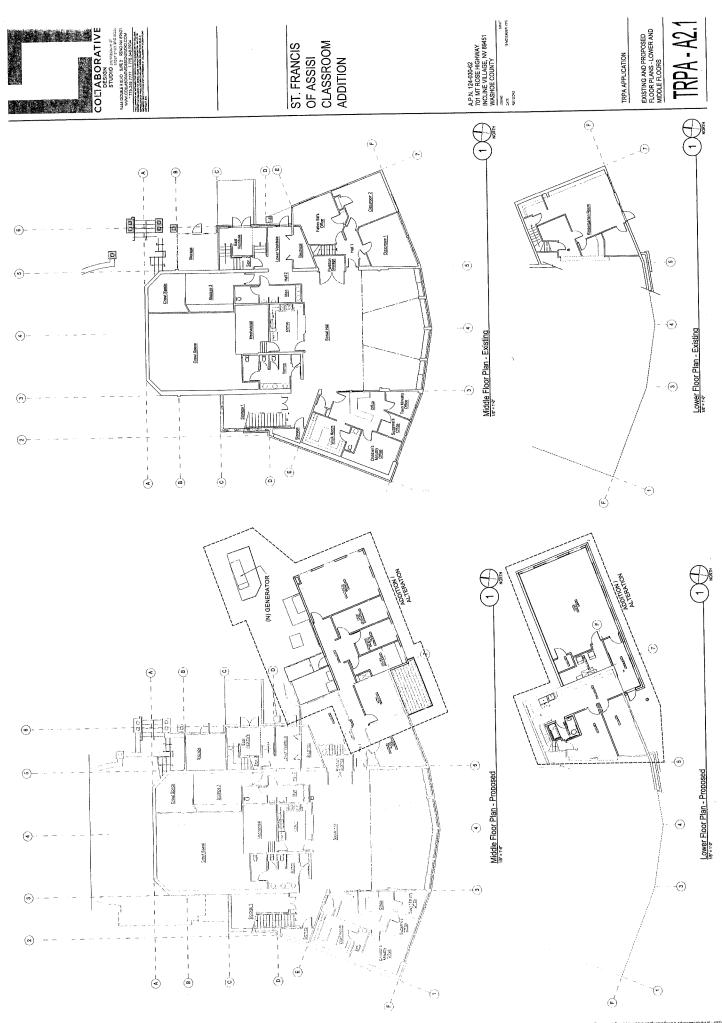


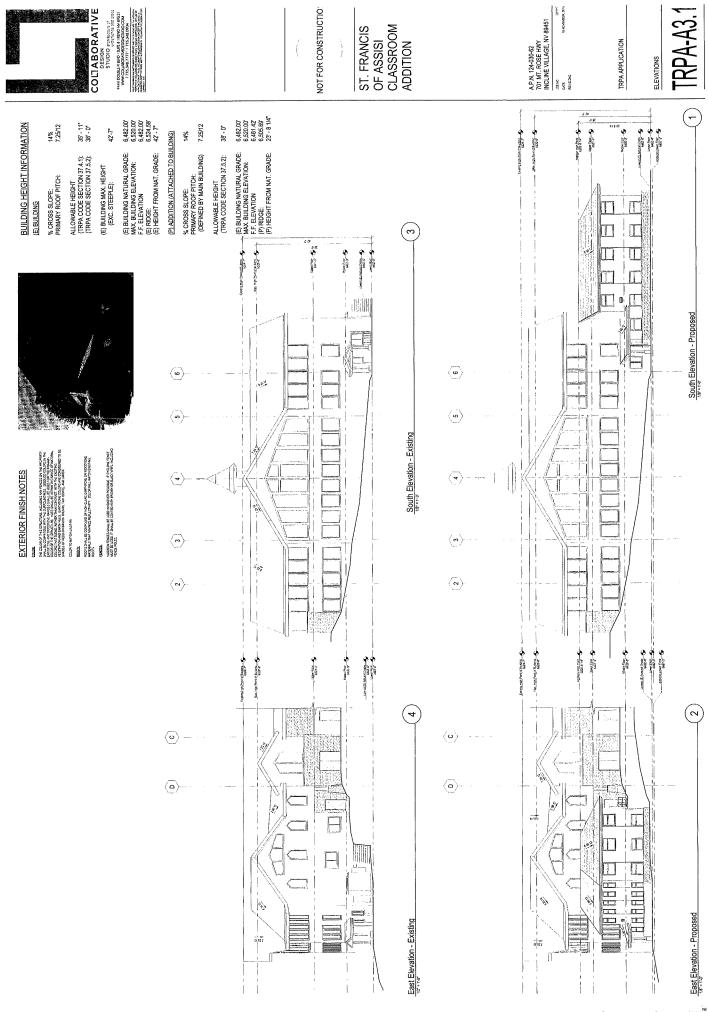




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