



# WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

## Board of Adjustment Members

Lee Lawrence, Chair  
Kim Toulouse, Vice Chair  
Kristina Hill  
Brad Stanley  
Clay Thomas  
William Whitney, Secretary

Thursday, June 2, 2016

1:30 p.m.

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

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## PUBLIC HEARING ITEMS

(complete case descriptions are provided beginning on page two of this agenda)

- **Variance Case Number VA16-002 (Ufer)**
- **Amendment of Conditions Case Number AC16-002 – To amend the approval of Special Use Permit Case Number SB12-007 (Hidden Valley Fire Station)**
- **Variance Case Number VA16-003 (Fleming Front Yard Setback Reduction)**
- **Administrative Permit Case Number AP16-002 (Classical Tahoe)**
- **Appeal of Administrative Decision Case Number AX16-002 (Mil Drae Lane)**

**Items for Possible Action:** All numbered or lettered items on this agenda are hereby designated for possible action as if the words “for possible action” were written next to each item (NRS 241.020), except for items marked with an asterisk (\*). Those items marked with an asterisk (\*) may be discussed but action will not be taken on them.

**Possible Changes to Agenda Order and Timing:** Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting or moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

**Public Comment:** During the “General Public Comment” items listed below, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during public hearing and planning items that are *not* marked with an asterisk (\*). Any public comment for hearing and planning items will be heard before action is taken on the item and must be about the specific item being considered by the Board. In order to speak during any public comment, each speaker must fill out a “Request to Speak” form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations, five minutes for a speaker representing a group, and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair. At the discretion of the Chair, additional time may be provided to any party if the request is made at least 24 hours in advance of the meeting start time. Comments are to be directed to the Board as a whole and not to one individual.

**Public Participation:** The Board of Adjustment adopted Rules, Policies and Procedures are available on the website provided on the next page or by contacting the Planning and Development Division.

At least one copy of items displayed and at least ten copies of any written or graphic material for the Board's consideration should be provided to the Recording Secretary. Materials longer than one page in length submitted within six days of the Board of Adjustment meeting may not be considered by the Board in their deliberations. Subject to applicable law and the Board's Rules, Policies and Procedures, public comment or testimony may be submitted to the Board in written form for its consideration. However, the Board is not required to read written statements aloud during the meeting.

**Posting of Agenda; Location of Website:** In accordance with NRS 241.020, this agenda has been posted at: Washoe County Administration Building (1001 E. Ninth Street); Washoe County Courthouse (75 Court Street); Washoe County Library (301 South Center Street); and Sparks Justice Court (1675 East Prater Way, Suite 107) and <https://notice.nv.gov>. Agendas and staff reports are posted to the Washoe County website at four days prior to the meeting.

**How to Get Copies of Agenda and Support Material:** Copies of this agenda and supporting materials may be obtained through the Planning and Development Division website ([http://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/board\\_of\\_adjustment/index.php](http://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php)) or at the Planning and Development Division Office (contact Donna Fagan, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3616 or e-mail [dfagan@washoecounty.us](mailto:dfagan@washoecounty.us)). If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Support material is available to the public at the same time it is distributed to Board of Adjustment members. If material is distributed at a meeting, it is available within 24 hours after the meeting.

**Special Accommodations:** Facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g. sign language, interpreters, or assisted listening devices) at the meeting should notify the Planning and Development Division, at 775.328.3600, two working days prior to the meeting.

**Appeal Procedure:** Most decisions rendered by the Board of Adjustment are appealable to the Board of County Commissioners. If you disagree with the decision of the Board of Adjustment and you want to appeal its action, call the Planning staff immediately at 775.328.6100. You will be informed of the appeal procedure and application fee. Appeals must be in writing and must be delivered to the Planning and Development Division within 10 calendar days from the date that the decision being appealed is signed by the Secretary of the Board of Adjustment and mailed to the original applicant in the proceeding being appealed.

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1:30 p.m.

## AGENDA

1. \*Determination of Quorum
2. \*Pledge of Allegiance
3. \*Ethics Law Announcement
4. \*Appeal Procedure
5. \*General Public Comment

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

6. Approval of Agenda
7. Approval of [April 7, 2016](#) Draft Minutes

1:30 p.m.

### 8. Public Hearings

The Board of Adjustment may take action to approve (with or without conditions), modify and approve (with or without conditions), or deny the request. The Board of Adjustment may also take action to continue an item to a future agenda.

- A. [Variance Case Number VA16-002 \(Ufer\)](#) – Hearing, discussion, and possible action to approve a variance reducing (a) the front yard setback on the north side of the parcel

from 20 feet to 18 feet and (b) the front yard setback on the west side of the parcel from 20 feet to 14 feet to accommodate a new manufactured home with carport.

- Applicant: Phil Hosking
- Property Owner: Dixon W. Ufer Testamentary Trust
- Location: 120 Malcom Avenue in Grandview Terrace
- Assessor's Parcel Number: 082-262-14
- Parcel Size: ±0.115 acre
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)/Trailer Overlay
- Area Plan: North Valleys
- Citizen Advisory Board: North Valleys
- Development Code: Authorized in Article 804, *Variances*
- Commission District: 5 – Commissioner Herman
- Section/Township/Range: Section 16, T20N, R19E, MDM, Washoe County, NV
- Staff: Lora R. Robb, Planner  
Washoe County Community Services Department  
Division of Planning and Development
- Phone: 775.328.3627
- Email: lrobb@washoecounty.us

- B. [Amendment of Conditions Case Number AC16-002 – To amend the approval of Special Use Permit Case Number SB12-007 \(Hidden Valley Fire Station\)](#)** – Hearing, discussion, and possible action to extend the time allowed for the temporary expansion of a Safety Service facility by installing a manufactured home (built to commercial coach standards) to be used as living quarters for professional firefighters from July 1, 2016 until July 1, 2021.

- Location: 3255 Hidden Valley Drive, approximately 100 feet west of the intersection of Hidden Valley Drive and Pelham Drive
- Assessor's Parcel Number: 051-122-10
- Parcel Size: 0.326 acres
- Current Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Southeast Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Commission District: 2 – Commissioner Lucey
- Development Code: Authorized in Articles 302, Allowed Uses; 810, Special Use Permits; 410, Building Placement Standards; and 804, *Variances*
- Section/Township/Range: Within Section 22, T19N, R20E, MDM Washoe County, NV
- Staff: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Division of Planning and Development
- Phone: 775.328.3622
- Email: rpelham@washoecounty.us

- C. [Variance Case Number VA16-003 \(Fleming Front Yard Setback Reduction\)](#)** – Hearing, discussion, and possible action to approve a variance to allow the reduction in

the front yard setback from 15 feet to approximately 10 feet and 13/16 inches, to facilitate the expansion of the existing dwelling.

- Applicant: Elise Fett, and Associates  
Attn: Julie Rinaldo  
PO Box 5989  
Incline Village, NV 89450
- Property Owner: Thomas and Susan Fleming  
5111 Alta Canyon Road  
La Canada Flitridge, CA 91011
- Location: 715 Cristina Drive, approximately 750 feet southeast of its intersection with Eagle Drive, in Incline Village
- Assessor's Parcel Number: 126-251-06
- Parcel Size: ± .363 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 804, Variances
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Section 10 & 11, T16N, R18E, MDM, Washoe County, NV
- Staff: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Division of Planning and Development
- Phone: 775.328.3622
- Email: rpelham@washoecounty.us

**D. Administrative Permit Case Number AP16-002 (Classical Tahoe)** – Hearing, discussion, and possible action to approve an administrative permit and outdoor community event business license for Classical Tahoe, formerly known as Lake Tahoe SummerFest, an outdoor concert event to be held at the Sierra Nevada College in Incline Village, Nevada on July 29, 30, August 5, 6, 7, 12, 13, 2016; and indoor concert event at Lifepoint Church in Incline Village on July 26, August 2, and 9, 2016. The proposed outdoor concerts will be held between the hours of 5:00 p.m. and 9:00 p.m. on July 29, 30, August 5, 6, 12, and 13, 2016, with one additional concert held August 7, 2016 between the hours of 11:00 a.m. and 1:00 p.m. The proposed indoor concerts at Lifepoint Church will be held on the Tuesdays of July 26, August 2 and 9, 2016, between the hours of 7:00 p.m. and 9:00 p.m. All proposed concerts will be unamplified classical music venues. Primary participant and spectator parking will be within parking lots on the College campus and the Lifepoint Church existing parking lot, with additional off-site (overflow) parking at the adjacent Incline Village General Improvement District (IVGID) Recreation Facility, if needed. Event organizers estimate that approximately 1,300 participants and spectators will take part in the event during any of the three-day event periods, with a maximum of 500 participants and spectators on any one day of the event. Based on the testimony and evidence presented at the hearing, to include the report of reviewing agencies, the Board of Adjustment may approve the issuance of the administrative permit and business license with conditions, or deny the application.

- Applicant: Lake Tahoe SummerFest – Kirby Combs
- Property Owner: Sierra Nevada College
- Location: 948 Incline Way, Incline Village, NV 89451 and  
300 Country Club Drive, Incline Village, NV 89451

- Assessor's Parcel Numbers: 127-040-10 (College), 127-040-07 (IVGID Recreation Center), and 130-050-01 (Lifepoint church)
- Parcel Size: 17.05 acres (College), 1.4 acres (Recreation Center), 1.45 acres (Lifepoint Church)
- Master Plan Category: Rural (R)
- Regulatory Zone: Public and Semi-Public Facilities (PSP)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 310, Temporary Uses and Structures; and Washoe County Code Chapter 25, Business Licenses, Permits, and Regulations
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Within Section 14, T16N, R18E, MDM, Washoe County, NV
- Staff: Eric Young, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3613
- Email: [eyoung@washoecounty.us](mailto:eyoung@washoecounty.us)

**E. Appeal of Administrative Decision Case Number AX16-002 (Mil Drae Lane) –** Hearing, discussion, and possible action on an appeal to reverse an administrative decision by the Director of the Planning and Development Division to reject an application to abandon the privately owned roadway Mil Drae Lane for being incomplete.

- Appellant: Lewis, Roca, Rothgerber, Christie, LLP  
Attn: Garrett Gordon
- Location: Mil Drae Lane, approximately 1,500 feet north of the intersection of Huffaker and Del Monte
- Assessor's Parcel Number: 040-581-20
- Parcel Size: 2.523 acres
- Master Plan Category: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 806, Vacations and Abandonments of Easements or Streets
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 1, T18N, R19E, MDM, Washoe County, NV
- Staff: Trevor Lloyd, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3620
- Email: [tlloyd@washoecounty.us](mailto:tlloyd@washoecounty.us)

**9. Chair and Board Items**

**\*A. Future Agenda Items**

**\*B. Requests for Information from Staff**

**10. Director's and Legal Counsel's Items**

**\*A.** Report on Previous Board of Adjustment Items

**\*B** Legal Information and Updates

**11. \*General Public Comment**

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

**12. Adjournment**