



# WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

## Board of Adjustment Members

Clay Thomas, Chair  
Kristina Hill, Vice Chair  
Lee Lawrence  
Brad Stanley  
Kim Toulouse  
Trevor Lloyd, Secretary

Thursday, August 1, 2019

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)

- **Administrative Permit Case Number WADMIN19-0014 (De La Montanya Winery)**
- **Administrative Permit Case Number WADMIN19-0015 (Children's Cabinet Event)**

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**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 (\*). If an item is continued, then public comment will not be heard for that item until the date of the continued hearing. 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 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 Building 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:** Pursuant to NRS 241.020, the Agenda for the Board Meeting has been posted at the following locations: Washoe County Administration Building (1001 E. 9<sup>th</sup> Street, Bldg. A); Washoe County Courthouse – Second Judicial District Court (75 Court Street); Washoe County – Reno

Downtown Library (301 South Center Street); Sparks Justice Court (1675 East Prater Way); [https://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/board\\_of\\_adjustment/index.php](https://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php); and <https://notice.nv.gov>.

**How to Get Copies of Agenda and Support Material:** Copies of this agenda and supporting materials may be obtained through the Planning and Building 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 Building 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 Building Division, at 775.328.6100, two working days prior to the meeting.

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

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## AGENDA

1:30 p.m.

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

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

6. **Possible action to approve Agenda**
7. **Possible action to approve [July 11, 2019 Draft Minutes](#)**
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 a request. The Board of Adjustment may also take action to continue an item to a future agenda.

- A. **[Administrative Permit Case Number WADMIN19-0014 \(De La Montanya Winery\)](#)** – For possible action, hearing, and discussion to approve an administrative permit for a winery use type in the Low Density Suburban regulatory zone on two parcels; the winery will have a tasting room and any approval may include conditions such as days and hours of operation,

occupancy limitations, noise level limitations, lighting restrictions, parking requirements and other conditions related to the contemplated use and its effects.

- Applicant/Property Owner: Dennis and Tina De La Montanya Trust
- Location: 16435 and 16445 Bordeaux Drive
- APN: 047-162-21 (1.01 Acre); 047-162-19 (1 Acre)
- Parcel Size: 2.02 Acres
- Master Plan: Suburban Residential
- Regulatory Zone: Low Density Suburban
- Area Plan: Forest
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 2 – Commissioner Lucey
- Staff: Chris Bronczyk, Planner  
Washoe County Community Services Department  
Planning and Building Division
  
- Phone: 775-328-3612
- E-mail: [cbronczyk@washoecounty.us](mailto:cbronczyk@washoecounty.us)

- B. Administrative Permit Case Number WADMIN19-0015 (Children’s Cabinet Event)** – For possible action, hearing, and discussion to approve the application for an outdoor community event business license for the annual fundraising gala for the Children’s Cabinet. The event will be held on the Montreux Golf Course, near the third practice hole on the evening of August 23, 2019, from 4:00 p.m. till 9:00 p.m. with approximately 650 people in attendance. Parking will be located on one side of De Chardin Lane and at the Montreux Clubhouse at 18000 Bordeaux Drive. Set-up for the event will commence on August 19, 2019 and take-down and clean-up will be completed on August 24, 2019. If approved, authorize the Director of the Planning and Building Division to issue the license when all pre-event conditions are completed.

- Applicant: The Children’s Cabinet
- Property Owner: Montreux Golf & Country Club Inc.
- Location: 17150 Bordeaux Drive
- APN: 148-010-55
- Parcel Size: 56.17 acres
- Master Plan: Suburban Residential (SR) & Rural (R)
- Regulatory Zone: Low Density Suburban (LDS) & General Rural (GR)
- Area Plan: Forest
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 2 – Commissioner Lucey
- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building Division
  
- Phone: 775-328-3627
- E-mail: [jolander@washoecounty.us](mailto:jolander@washoecounty.us)

## 9. \*Planning Item

- A.** Presentation from Planning and Building Division staff which will provide an information item regarding the Spheres of Influence (SOI’s) and the exercise of extra-territorial jurisdiction by the cities of Reno and Sparks within the SOI’s.

**10. Chair and Board Items**

\*A. Future Agenda Items

\*B. Requests for Information from Staff

C. Discussion and possible action to elect officers, chair, and vice-chair

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

\*A. Report on Previous Board of Adjustment Items

\*B. Legal Information and Updates

**12. \*General Public Comment and Discussion Thereof**

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

**13. Adjournment**