



WASHOE COUNTY PLANNING COMMISSION Meeting Minutes

Planning Commission Members

Roger Edwards, Chair
D.J. Whittemore, Vice Chair
James Barnes
Sarah Chvilicek
Neal Cobb
Roy H. Hibdon
Jonathan C. Reynolds
Carl R. Webb, Jr., AICP, Secretary

Tuesday, April 1, 2014
6:30 p.m.

Washoe County Commission Chambers
1001 East Ninth Street
Reno, NV

The Washoe County Planning Commission met in regular session on Tuesday, April 1, 2014, in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada.

1. Determination of Quorum

Chair Edwards called the meeting to order at 6:31 p.m. The following Commissioners and staff were present:

Commissioners present: Roger M. Edwards, Chair
James Barnes
Sarah Chvilicek
Neal Cobb
Roy H. Hibdon

Commissioners absent: D.J. Whittemore, Vice Chair
Jonathan C. Reynolds

Staff present: Carl R. Webb, Jr., AICP, Planning Manager, Planning and Development
Sandra Monsalve, AICP, Senior Planner, Planning and Development
Trevor Lloyd, Senior Planner, Planning and Development
Roger Pelham, Senior Planner, Planning and Development
Greg Salter, Esq., Deputy District Attorney
Sara DeLozier, Recording Secretary

2. Pledge of Allegiance

Commissioner Barnes led the pledge to the flag.

3. Ethics Law Announcement

Deputy District Attorney Salter provided the ethics procedure for disclosures.

4. Appeal Procedure

Mr. Webb recited the appeal procedure for items heard before the Planning Commission.

5. Public Comment

As there was no one wishing to speak, Chair Edwards closed the public comment period.

6. Approval of Agenda

In accordance with the Open Meeting Law, Commissioner Chvilicek moved to approve the agenda for the April 1, 2014 meeting as written. Commissioner Cobb seconded the motion, which carried unanimously.

7. Approval of Minutes of the March 4, 2014 Meeting

Commissioner Chvilicek corrected a Chairman citation and moved to approve the minutes for the March 4, 2014 Planning Commission meeting as corrected. Commissioner Cobb seconded the motion which carried unanimously.

8. Consent Items

A. Initiation of a Development Code Amendment (Food Production/Agricultural Uses) –

To initiate an amendment to Washoe County Code, Chapter 110, Development Code, at Article 302 (Allowed Uses), Article 304 (Use Classification System), and Article 902 (Definitions) to reduce regulatory barriers to the production, processing, and sale of food in certain regulatory zones, to amend use definitions to authorize community gardens and increase opportunities for local, small scale food production, and provide for other matters properly relating thereto.

Staff Representative: Chad Giesinger, Senior Planner, 775.328.3626,
cgiesinger@washoecounty.us

B. Initiation of a Development Code Amendment (Specific Plans) – To initiate an amendment to Washoe County Code, Chapter 110, Development Code, in order to prepare an ordinance (as required by NRS 278A.090 regarding planned unit developments), that would add a new article to Washoe County Development Code to provide criteria and procedures for rezoning to Specific Plan regulatory zones, tentative approval, final approval, recording, enforcement and amendment of Specific Plans, and provide for other matters properly relating thereto.

Staff Representative: Bill Whitney, Planning and Development Division Director,
775.328.3617, bwhitney@washoecounty.us

C. Initiation of a Development Code Amendment (Amendment of Master Plan) – To initiate an amendment to Washoe County Code, Chapter 110, Development Code, at Article 820 (Amendment of Master Plan) to change findings of fact required when Planning Commission denies a Master Plan amendment; to change the procedures, voting requirements, and possible actions when a denial is appealed to the Board of County Commissioners; to provide for conditional approval of Master Plan amendments that must be reviewed by Regional Planning Commission; to change names and titles to reflect the reorganization of the Community Development Department, and to provide for other matters properly related thereto.

Staff Representative: Bill Whitney, Planning and Development Division Director,
775.328.3617, bwhitney@washoecounty.us

D. Initiation of a Development Code Amendment (Amendment of a Regulatory Zone) – To initiate an amendment to Washoe County Code, Chapter 110, Development Code, at Article 821 (Amendment of Regulatory Zone) to change findings of fact that are required by

Planning Commission for recommending denial of a Regulatory Zone amendment and actions (with findings) authorized by the Board of County Commissioners when considering appeals of such recommendations, and update titles and names to reflect the reorganization of the Community Development function, and provide for other matters properly relating thereto.

Staff Representative: Bill Whitney, Planning and Development Division Director, 775.328.3617, bwhitney@washoecounty.us

E. Reaffirm Tentative Subdivision Map Case Number TM0007-002 (Montreux) – To reaffirm the approval of Tentative Subdivision Map Case Number TM0007-002, with existing lots arranged into units. This item was previously approved by the Planning Commission September 21, 2000.

- Owner/Applicant: Montreux
- Location: Montreux subdivision in the Forest planning area
- Assessor's Parcel Numbers: 148-401-04 thru 28; 148-402-01 thru 03; 148-423-05 thru 07; 148-424-01 thru 03; 148-431-01 thru 07; 148-432-01 thru 07; 148-441-01 thru 12
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: Forest
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Article 608, Tentative Subdivision Maps
- Commission District: 2 – Commissioner Humke
- Section/Township/Range: Section 11, T17N, R19E, MDM, Washoe County
- Staff Representative: Trevor Lloyd, Senior Planner
- Phone: 775.328.3620
- E-mail: tlloyd@washoecounty.us

Commissioner Cobb moved to approve Consent Items 8A-8E; Commissioner Chvilicek seconded the motion which carried unanimously.

9. Planning Items and Public Hearings

A. PUBLIC HEARING: Abandonment Case Number AB14-001 (Amundson Residence) – This is a request to abandon two (2) 33-foot government tract patent parcel access and public utility easements on the north and east sides of the subject property, located at 0 Mountain Ranch Road.

Please Note: This item will be continued to the May 6, 2014 Washoe County Planning Commission meeting, starting at 6:30 p.m. due to noticing requirements. The Planning Commission will open the public hearing, take public comment on the matter, close the public hearing, and then continue the matter to the May 6th meeting.

- Applicant/ Property Owner: Christina Amundson (Herbert Trust)
- Location: 3744 Vancouver Drive, Reno, NV 89511
- Assessor's Parcel Number: 150-250-48
- Parcel Size: ±2.47 acres
- Regulatory Zone: High Density Rural (HDR)
- Master Plan Category: Rural Residential (RR)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley

- Commission District: 2 – Commissioner Humke
- Development Code: Article 806, Vacations and Abandonments of Streets or Easements
- Section/Township/Range: Section 26, T18N, R19E, MDM Washoe County, NV
- Staff: Sandra Monsalvè, AICP, Senior Planner
- Phone: 775.328.3608
- E-mail: smonsalve@washoecounty.us

Chair Edwards opened the public hearing; no disclosures were made by members of the Commission. Staff indicated the item would need to be continued to time-certain, May 6, 2014, 6:30 p.m. in order to meet noticing requirements. As there were no requests to provide testimony, Chair Edwards closed the public hearing.

B. PUBLIC HEARING: Development Code Amendment Case Number DCA14-002 (Cargo Containers) – To amend Washoe County Code, Chapter 110, Development Code, at Article 306 (Accessory Uses and Structures), Section 110.306.10(g), to modify certain standards for placement and mitigation of visual impacts of cargo containers as permanent detached accessory structures on residential properties; and providing for other matters properly relating thereto.

Staff Representative: Roger Pelham, Senior Planner, 775.328.3622, rpelham@washoecounty.us

Chair Edwards opened the public hearing; no disclosures were made by members of the Commission. Roger Pelham reviewed his staff report dated March 21, 2014. He noted that five people had attended the Open House hosted March 31, 2014.

Katherine Snedegar spoke in strong opposition to any potential impact of the proposed amendments to properties designated General Rural or General Rural Agricultural; staff clarified the amendments were specific to properties with Urban Residential and Suburban Residential Master Plan designations. Chair Edwards closed the public hearing.

Commissioner Hibdon moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Planning Commission recommend approval of Development Code Amendment Case Number DCA14-002 with the proposed amendments to Washoe County Code, Chapter 110 Development Code, Section 110.306.10(g), to modify certain standards for placement and mitigation of visual impact of cargo containers as permanent detached accessory structures on residential properties. He further moved to authorize the Chair to sign the resolution contained at Exhibit A on behalf of the Washoe County Planning Commission and direct staff to present a report of this Commission's recommendation to the Washoe County Commission within 60 days of today's date. Commissioner Cobb seconded the motion which carried unanimously.

The motion and recommendation for approval was based on the following findings in accordance with Washoe County Code Section 110.818.15(e):

1. The proposed Development Code amendment is in substantial compliance with the policies and action programs of the Washoe County Master Plan;
2. The proposed Development Code amendment will not adversely impact the public health, safety or welfare, and will promote the original purposes for the Development Code as expressed in Article 918, Adoption of Development Code;
3. The proposed Development Code amendment responds to changed conditions or further studies that have occurred since the Development Code was adopted by the

Board of County Commissioners, and the requested amendment allow for a more desirable utilization of land within the regulatory zones; and,

4. The proposed Development Code amendment will not adversely affect the implementation of the policies and action programs of the Conservation Element or the Population Element of the Washoe County Master Plan.

C. PUBLIC HEARING: Development Code Amendment Case Number DCA14-003 (Liquor Manufacturing) – To amend Washoe County Code, Chapter 110, Development Code, at Article 302 (Allowed Uses) and Article 304 (Use Classification System) to regulate the location for liquor manufacturing as a commercial use type in appropriate regulatory zones; to create a definition for liquor manufacturing as a commercial use type; to add clarity to the definitions of eating and drinking establishments and liquor sales commercial use types; and providing for other matters properly relating thereto.

Staff Representative: Bob Webb, AICP, Planning Manager, 775.328.3623,
bwebb@washoecounty.us

Chair Edwards opened the public hearing; no disclosures were made by members of the Commission. Bob Webb reviewed his staff report dated March 17, 2014. He noted that two of the five Open House attendees had questions about the proposed ordinances; no comments or concerns were received. As there were no requests to provide testimony, Chair Edwards closed the public hearing.

Commissioner Barnes moved, that after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, to recommend approval of DCA14-003, to amend the Washoe County Code at Chapter 110, Development Code, Article 302 (Allowed Uses) and Article 304 (Use Classification System) to regulate liquor manufacturing as a commercial use type. He further moved to authorize the Chair to sign the resolution contained in Exhibit B on behalf of the Washoe County Planning Commission and to direct staff to present a report of this Commission's recommendation to the Washoe County Commission within 60 days of today's date. Commissioner Chvilicek seconded the motion which carried with a vote of four in favor, one opposed (Hibdon).

The motion and recommendation for approval was based on the following findings in accordance with Washoe County Code Section 110.818.15(e):

1. The proposed Development Code amendment is in substantial compliance with the policies and action programs of the Washoe County Master Plan;
2. The proposed Development Code amendment will not adversely impact the public health, safety or welfare, and will promote the original purposes for the Development Code as expressed in Article 918, Adoption of Development Code;
3. The proposed Development Code amendment responds to changed conditions or further studies that have occurred since the Development Code was adopted by the Board of County Commissioners, and the requested amendment allow for a more desirable utilization of land within the regulatory zones; and,
4. The proposed Development Code amendment will not adversely affect the implementation of the policies and action programs of the Conservation Element or the Population Element of the Washoe County Master Plan.

10. Chair and Commission Items

None

B. *Report on previous Planning Commission items

None

C. Future agenda items and staff reports

None

11. *Director's Items

Mr. Webb indicated that those Planning Commissioners with laptops would need software updates installed.

A. *Legal information and updates

None

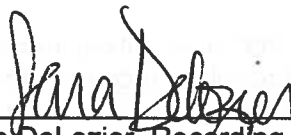
12. *Public Comment

With no response to the call for public comment, Chair Edwards closed the public comment period.

13. Adjournment

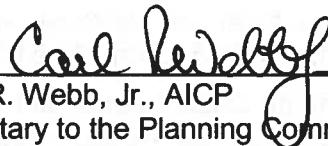
With no further business scheduled before the Planning Commission, the meeting adjourned at 6:59 p.m.

Respectfully submitted,



Sara DeLozier, Recording Secretary

Approved by Commission in session on May 6, 2014.



Carl R. Webb, Jr., AICP
Secretary to the Planning Commission