



# WASHOE COUNTY PLANNING COMMISSION Notice of Meeting and Agenda

## Planning Commission Members

Sarah Chvilicek, Chair  
Larry Chesney, Vice Chair  
James Barnes  
Thomas B. Bruce  
Francine Donshick  
Philip Horan  
Michael W. Lawson  
Carl R. Webb, Jr., AICP, Secretary

Tuesday, November 7, 2017  
6:30 p.m.

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

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## PUBLIC HEARING ITEMS SCHEDULED ON THIS AGENDA

(Complete descriptions are provided beginning on the second page.)

- **Abandonment Case Number WAB17-0004 (Old Mount Rose Highway)**

**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, 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 Commission. 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 Commission or by action of the Chair. Comments are to be directed to the Commission as a whole and not to one individual.

**Public Participation.** At least one copy of items displayed and at least ten copies of any written or graphic material for the Commission’s consideration should be provided to the Recording Secretary.

**Forum Restrictions and Orderly Conduct of Business.** The Planning Commission conducts the business of Washoe County and its citizens during its meetings. The Chair may order the removal of any person or group of persons whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting to the extent that its orderly conduct is made impractical. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite are examples of speech that may be reasonably limited.

**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/planning\\_commission/index.php](https://www.washoecounty.us/csd/planning_and_development/board_commission/planning_commission/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 on the Planning and Building Division website ([http://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/planning\\_commission/index.php](http://www.washoecounty.us/csd/planning_and_development/board_commission/planning_commission/index.php)) or at the Planning and Building Division Office (contact Katy Stark, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3618, e-mail [krstark@washoecounty.us](mailto:krstark@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 Planning Commissioners. If material is distributed at a meeting, it is available within one business day after the meeting.

**Special Accommodations.** The 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 Washoe County Planning and Building Division, at 775.328.6100, two working days prior to the meeting.

**Appeal Procedure.** Most decisions rendered by the Planning Commission are appealable to the Board of County Commissioners. If you disagree with the decision of the Planning Commission 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 Planning Commission Chair and/or the Secretary to the Planning Commission, filed with the Secretary to the Planning Commission, and mailed to the original applicant in the proceeding being appealed, in accordance with Washoe County Code.

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**6:30 p.m.**

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

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 [October 3, 2017 Draft Minutes](#)**
8. **Public Hearings**
  - A. **[Abandonment Case Number WAB17-0004 \(Old Mount Rose Highway\)](#)** – For possible action, hearing, and discussion by the Washoe County Planning Commission to

approve an abandonment of Washoe County's interest in ±25,451 square feet of right-of-way along Old Mount Rose Highway that is primarily used for private access.

- Applicant: David M. Otto
- Property Owners: Martha Ann Cepress, Jimmy Y. Chung David M. Otto
- Location: 20600 & 20610 Old Mount Rose Highway
- Assessor's Parcel Numbers: 048-091-01, 048-091-14, & 048-091-29
- Parcel Size: ±1.27 acres
- Master Plan Categories: Suburban Residential (SR) and Rural (R)
- Regulatory Zones: Medium Density Suburban (MDS) & General Rural (GR)
  
- Area Plan: Forest
- 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 17, T17N, R19E, MDM, Washoe County, NV
- Prepared by: Roger Pelham, MPA, Senior Planner and Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building Division
  
- Phone: Roger Pelham - 775.328.3622 and Julee Olander - 775.328.3627
  
- E-Mail: [rpelham@washoecounty.us](mailto:rpelham@washoecounty.us) and [jolander@washoecounty.us](mailto:jolander@washoecounty.us)

## 9. Chair and Commission Items

**A. [For possible action, discussion and adoption, pursuant to NRS 278.050\(2\), of the proposed revised Rules, Policies and Procedures \(RPPs\)](#)** for the Planning Commission regarding the conduct of meetings, hearings, and appeals to the Board of County Commissioners, and governance matters such as quorum, voting, appointments to subcommittees and other bodies, record keeping, and the duties, responsibilities, and ethical rules for Planning Commission members, including amendments resulting in a full overhaul of the RPPs in order to streamline them and shorten them to substantially coincide with the structure of the RPP amendments adopted by the Board of Adjustment in 2016.

- Prepared by: 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)

**B.** For discussion and possible action by the Chair to solicit volunteers from the Planning Commissioners to serve on the Parcel Map Review Committee (PMRC), and to appointment one member to serve for the Planning Commission seat and one member to serve as the alternate to the PMRC. The PMRC is a subcommittee of the Planning Commission, as authorized in Washoe County Code Section 110.916.05, *Parcel Map Review Committee*. Eric Young, Senior Planner, Washoe County Community Services Department, Planning and Building Division, 775-328-3613, [eyoung@washoecounty.us](mailto:eyoung@washoecounty.us)

\*C. Future agenda items

\*D. Requests for information from staff

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

\*A. Report on previous Planning Commission items

\*B Legal information and updates

**11. \*General Public Comment**

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.

**12. Adjournment**