



# WASHOE COUNTY

## COMMUNITY SERVICES DEPARTMENT

### Planning and Building

1001 EAST 9<sup>TH</sup> STREET  
RENO, NEVADA 89512-2845  
PHONE (775) 328-6100  
FAX (775) 328.6133

## Detached Accessory Dwelling Administrative Review Written Decision DADAR Case Number WDADAR22-0010

**Subject:** To establish a Detached Accessory Dwelling (DAD) unit of 1,475 square feet

**Decision:** **Approve with Conditions**

**Decision Date:** September 19, 2022

**Staff Planner:** Katy Stark, Planner  
Phone Number: 775.328.3618  
E-mail: [krstark@washoecounty.gov](mailto:krstark@washoecounty.gov)

### Project Description

**Detached Accessory Dwelling Administrative Review Case Number WDADAR22-0010 (Hamilton Guesthouse)** – For possible action by the Washoe County Director of Planning and Building to approve an administrative review permit for a 1,475 sq. ft. detached accessory dwelling. An existing 3,988 sq. ft. main dwelling is located on the property.

- Applicant/Property Owner: Keith & Lyn Hamilton
- Location: 15924 Caswell Lane
- APN: 148-043-05
- Parcel Size: 3.687 acres
- Master Plan Category: Suburban Residential
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: Forest
- Development Code: Authorized in 306, Accessory Uses and Structures
- Commission District: 2 – Commissioner Lucey

Notice is hereby given that the Washoe County Planning and Building Division has granted approval with conditions of the above referenced case number/project based on compliance with Washoe County Code Section 110.306.25 and the specified conditions of approval. Conditions of Approval can be found on our website at [www.washoecounty.gov/csd/planning\\_and\\_development/applications](http://www.washoecounty.gov/csd/planning_and_development/applications). Choose Commission District 2, and scroll to **Case Number WDADAR22-0010**. You may also contact the Planning and Building Division at [Planning@washoecounty.gov](mailto:Planning@washoecounty.gov) to request a paper copy (free of charge).

Any business license, certificate of occupancy or final approval shall not be issued until all of the Conditions of Approval are satisfied. Additionally, compliance shall be required with all federal, state and local statutes, ordinances and regulations applicable to the approved project.

This Written Decision will be effective 10 calendar days after the mailing date, as shown on the United States Postal Services' postmark on the outside of the envelope, unless the action is appealed. Appeals must be filed in writing with the Planning and Building Division within 10 calendar days of the mailing date. If appealed, the outcome of the appeal shall be determined by the Washoe County Board of Adjustment.



INTEGRITY



EFFECTIVE  
COMMUNICATION

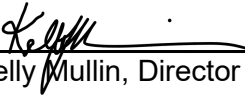


QUALITY  
PUBLIC SERVICE

To: Keith & Lyn Hamilton  
Subject: WDADAR22-0010  
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**This Written Decision does not authorize grading or building without issuance of the necessary permits from the Washoe County Planning and Building Division.**

Washoe County Community Services Department  
Planning and Building Division

  
\_\_\_\_\_  
Kelly Mullin, Director of Planning and Building

Enclosed: Conditions of Approval

Applicant/Property Owner: Keith and Lyn Hamilton, 15924 Caswell Lane, Reno, NV 89511,  
keithlynham@gmail.com

Consultant: Eric Johnson, PO Box 34282, Reno, NV 89533,  
eric@ecjarchitect.com

Written Decision xc: Jennifer Gustafson, District Attorney's Office; Keirsten Beck,  
Assessor's Office; Rigo Lopez, Assessor's Office; Rob Wimer,  
Engineering and Capital Projects; Rosa Landis, Building; Timber  
Weiss, Water Rights; David Kelly, Health District; Dale Way &  
Brittany Lemon, Truckee Meadows Fire Protection District



# Conditions of Approval

Detached Accessory Dwelling Administrative Review Case Number  
WDADAR22-0010

The project approved under Detached Accessory Dwelling Administrative Review Case Number WDADAR22-0010 shall be carried out in accordance with these conditions of approval granted on September 19, 2022. Conditions of approval are requirements placed on a permit or development by each reviewing agency. These conditions of approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable codes, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

**Unless otherwise specified**, all conditions related to the approval of this detached accessory dwelling administrative review shall be met or financial assurance must be provided to satisfy the conditions of approval prior to issuance of a certificate of occupancy by the Planning and Building Division. The agency responsible for determining compliance with a specific condition shall determine whether the condition has been fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with Planning and Building.

Compliance with the conditions of approval related to this administrative review is the responsibility of the applicant, his/her successor in interest, and all owners, and occupants of the property. Failure to comply with any of the conditions imposed in the approval of the Administrative Review Permit may result in the initiation of revocation procedures.

For the purpose of conditions imposed by Washoe County, “may” is permissive and “shall” or “must” is mandatory.

**The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agencies.**

- **The DISTRICT BOARD OF HEALTH, through the Washoe County Health District, has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.**

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

## **Washoe County Planning and Building Division**

1. The following conditions are requirements of Planning and Building, which shall be responsible for determining compliance with these conditions.

**Contact Name – Katy Stark, Planner, 775.328.3618, [krstark@washoecounty.gov](mailto:krstark@washoecounty.gov)**

- a. **The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this detached accessory dwelling administrative review.**

- b. The applicant shall demonstrate substantial conformance to the plans approved as part of this administrative review permit. Planning and Building shall determine compliance with this condition.
- c. The applicant shall submit construction plans, with all information necessary for comprehensive review by Washoe County, and initial building permits shall be issued within two years from the date of approval by Washoe County. The applicant shall complete construction within the time specified by the building permits.
- d. Construction hours are 7am to 7pm Monday through Saturday.
- e. A note shall be placed on all construction drawings and grading plans stating:

NOTE

Should any cairn or grave of a Native American be discovered during site development, work shall temporarily be halted at the specific site and the Sheriff's Office as well as the State Historic Preservation Office of the Department of Conservation and Natural Resources shall be immediately notified per NRS 383.170.

- f. A detached accessory dwelling unit proposing to use a domestic well as its source of water shall install a water meter.

**Contact Name – Rosa Landis, ICC Certified Plans Examiner, 775.328.2034, [rlandis@washoecounty.gov](mailto:rlandis@washoecounty.gov)**

- g. The proposed Detached Accessory Dwelling unit will need to be built to meet the requirements of the 2018 IRC, 2018 Northern Nevada Amendments, and 2018 IWUIC. This project is in a High Fire risk area and will require ignition-resistant construction. Please advise the applicant that they can contact TMFPD to find out the amount of defensible space that can be provided in order to determine the IR classification for this project.

**Washoe County Engineering and Capital Projects**

- 2. The following conditions are requirements of Planning and Development, which shall be responsible for determining compliance with these conditions.

**Contact Name – Rob Wimer, P.E., 775.328.2059, [rwimer@washoecounty.gov](mailto:rwimer@washoecounty.gov)**

- a. The Regional Road Impact Fee (RRIF) will be charged at the multi-family rate for one unit with the building permit for the accessory dwelling.

**Washoe County Water Management**

- 3. The following conditions are requirements of Washoe County Water Management, who shall be responsible for determining compliance with these conditions.

**Contact Name – Timber Weiss, 775.954.4626, [tweiss@washoecounty.gov](mailto:tweiss@washoecounty.gov)**

- a. The applicant shall complete the form titled “Acceptance of Conditions and Approval for Domestic Water Well Use for an Accessory Dwelling” and mail in or drop off the form to the office of the Community Services Department (CSD) for approval. Upon approval, CSD and / or the applicant will submit the form to the Nevada Division of Water Resources. The Nevada Division of Water Resources will file this form in their archives.

This form constitutes an agreement between the property owner and the State of Nevada, in which the property owner agrees to all conditions in said form, which include:

- 1) The combined water use from the well for the main residence and any accessory dwelling shall not exceed two (2) acre-feet per year as provided in Chapter 534.180 of the Nevada Revised Statutes (NRS).
- 2) A totalizing meter shall be installed near the discharge of the well that provides water to the main residence and the accessory dwelling. The State of Nevada, not Washoe County, is the responsible party in determining meter type and placement. The State's phone number is 775-684-2800. This meter shall be easily accessible for meter reading by the Nevada State Engineer staff and maintained in good working order and shall be installed to measure all water pumped from the well for the purposes of this approval.
- 3) Water usage measurements from the totalizing meter must be submitted by the parcel owner to Nevada State Engineer no later than January 31st of each calendar year.

This form is available from the State of Nevada Division of Water Resources website: [http://water.nv.gov/forms/forms20/Waiver\\_Drilling/4061F%20Accessory%20Dwelling%20Form.pdf](http://water.nv.gov/forms/forms20/Waiver_Drilling/4061F%20Accessory%20Dwelling%20Form.pdf)

#### **Washoe County Health District, Environmental Health Division (EHS)**

4. The following condition is a requirement of the Health District, Environmental Health Division (EHS), which shall be responsible for determining compliance with this condition. The District Board of Health has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.

**Contact Name – Dave Kelly, REHS, EHS Supervisor, 775.846.6623, [dakelly@washoecounty.gov](mailto:dakelly@washoecounty.gov)**

- a. All secondary dwellings will require their own septic system meeting all Washoe County Health District Regulations Governing Sewage, Wastewater, and Sanitation. Permitting will be through the standard Building permit review process with EHS approval required. Property will be required to demonstrate enough suitable area for both a primary and repair septic area for both dwellings. It is recommended applicant consult with EHS to fully understand septic requirements in advance of submittal.
  - i. Existing septic system may be required to be located as part of the approval process.
  - ii. Sizing and design for septic may require a test trench and/or percolation test.
- b. All Building permits associated with new construction must be routed for review and approval by Washoe County Health District.
- c. Prior to EHS approval of Building permit, applicant must demonstrate that State of Nevada Bureau of Water Resources has been consulted regarding water rights to feed two dwellings off of one well.

#### **Truckee Meadows Fire Protection District (TMFPD)**

5. The following conditions are requirements of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with these conditions. Unless

otherwise stated, these conditions shall be met prior to the issuance of any building or grading permit or on an ongoing basis (phased development) as determined by TMFPD.

**Contact Name – Brittany Lemon, 775.326.6079, [blemon@tmfpd.us](mailto:blemon@tmfpd.us)**

- a. This project shall meet and comply with all requirements of currently adopted Truckee Meadows Fire Protection District (TMFPD) fire codes, ordinances, and standards at the time of construction to include infrastructure for fire apparatus access roads and water supply: <https://tmfpd.us/fire-code/>.
- b. This project proposal is in a HIGH WUI zone and does not have conforming water per the 2018 International Fire Code (IFC) and International Wildland Urban Interface Code (IWUIC) . If the proposed structure can meet the required defensible space of 50 feet IR1 construction is acceptable. If the parcel cannot meet this requirement IR1 non-combustible construction is required in accordance with the 2018 International Wildland Urban Interface Code.

\*\*\* End of Conditions \*\*\*