



Board of Adjustment Staff Report

Meeting Date: June 2, 2016

Subject: Amendment of Conditions Case Number AC16-002
for Special Use Permit Case Number SB12-007

Applicant: Truckee Meadows Fire Protection District

Agenda Item Number: **8B**

Summary: Extend the time allowed for use of a manufactured home as living quarters from July 1, 2016 until July 1, 2021

Recommendation: **Approval with Conditions**

Prepared by: Roger Pelham, MPA, Senior Planner
Washoe County Community Services Department
Division of Planning and Development

Phone: 775.328.3622
E-Mail: rpelham@washoecounty.us

Description:

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

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Exhibits Contents

Recommended Amended Conditions of Approval Exhibit A

Amendment of Conditions Application Exhibit B

Public Notice Exhibit C

Citizen Advisory Board Minutes Exhibit D

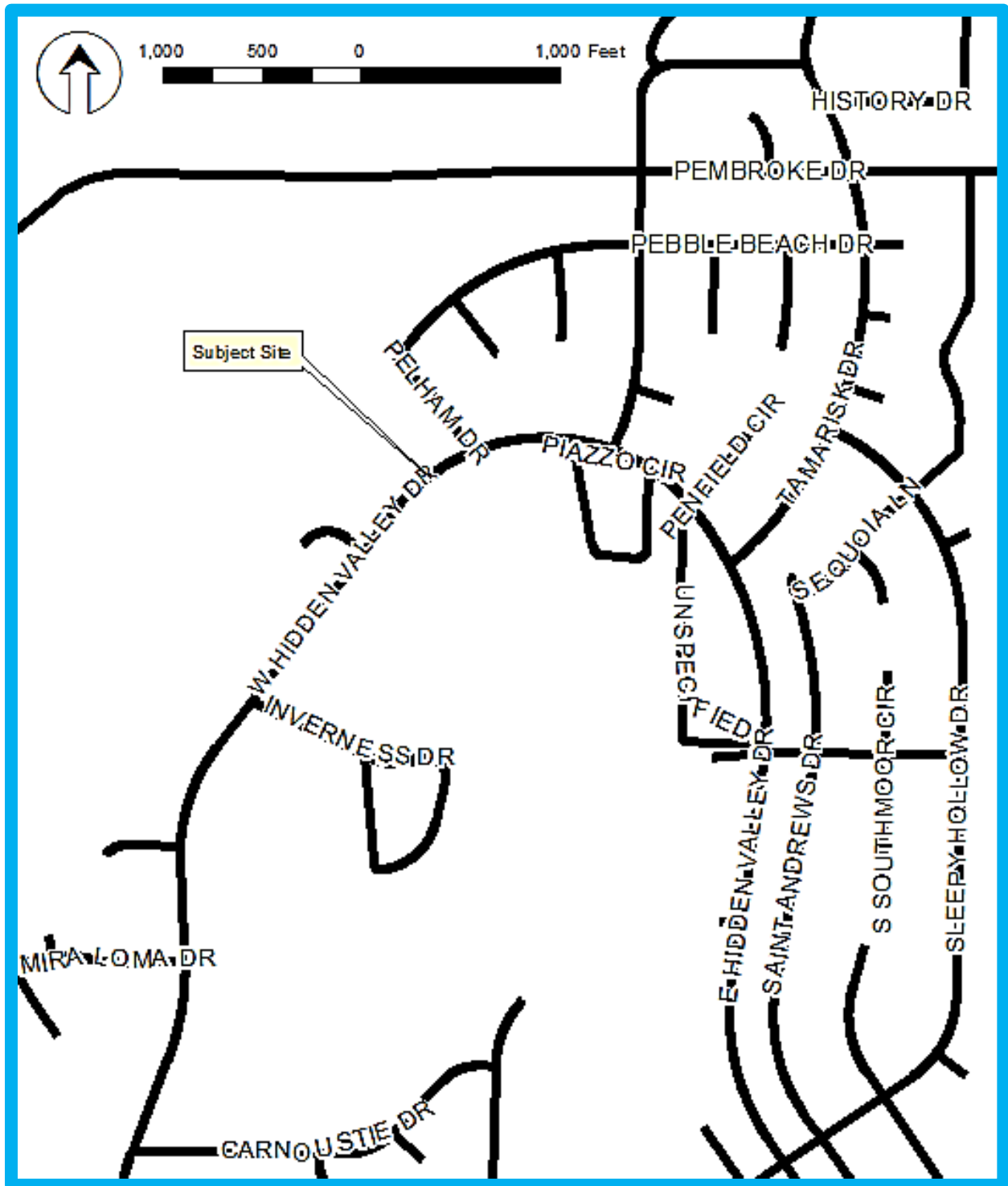
Amendment of Conditions

An Amendment of Conditions application is necessary in order to change a condition(s) of an approved discretionary permit, such as a special use permit, a variance, an abandonment of an easement or a tentative subdivision map. Some examples of why an Amendment of Conditions application is submitted are listed below:

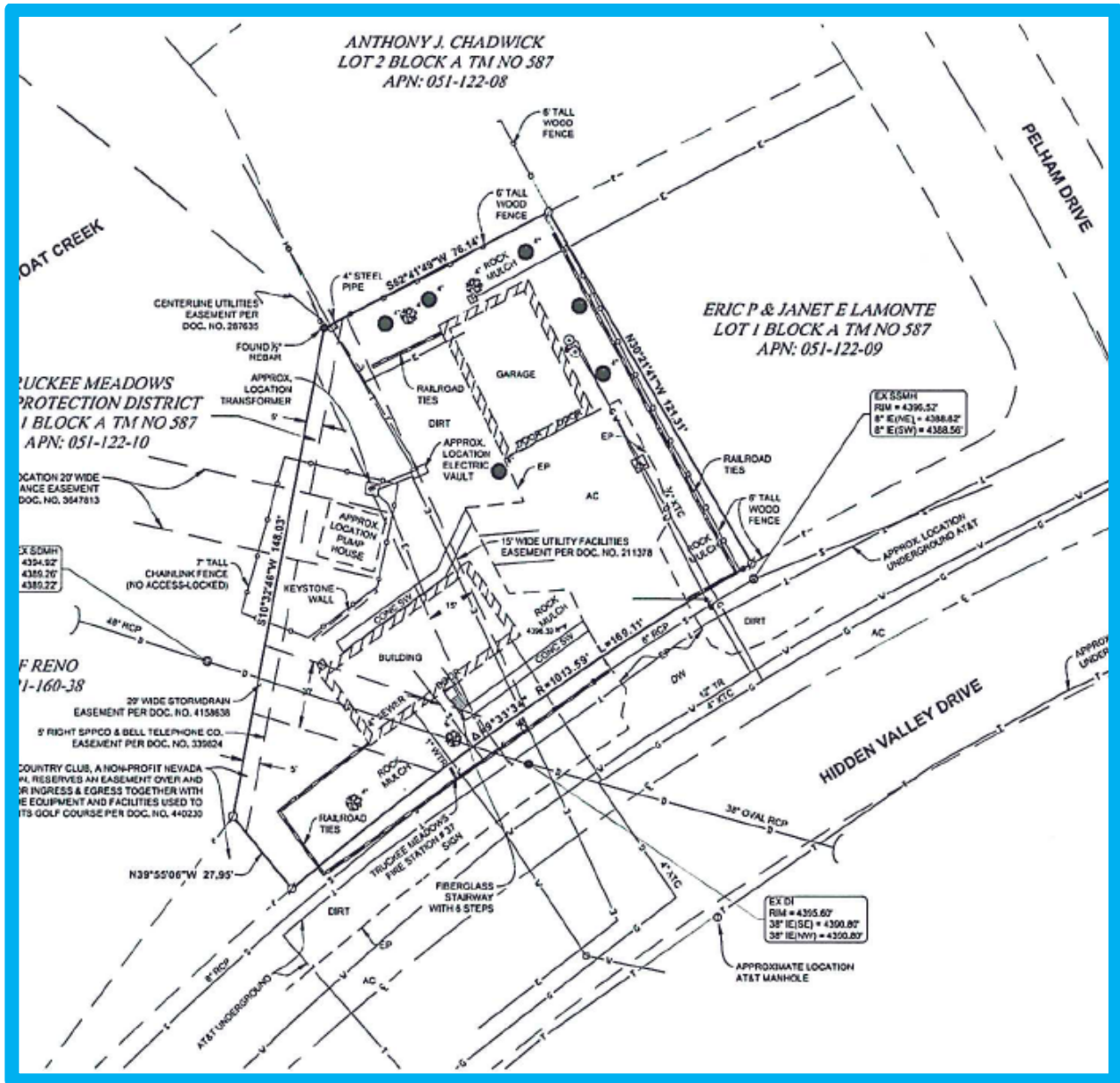
- Change in operating hours
- Physical expansion
- Extend the expiration date of the discretionary permit
- Extend the time to complete phases of the approved project

The Amendment of Conditions request is required to be heard by the same board that approved the original application and only the specific amendment may be discussed and considered for approval. The Amendment of Conditions application is processed in the same manner as the original discretionary permit application, including a public hearing, noticing, possible involvement of a citizen advisory board, agency review and analysis, and satisfying the required findings. If the Board of Adjustment grants an approval of the Amendment of Conditions request, an amended Action Order is created along with amended conditions of approval.

The proposed Amended Conditions of Approval for Special Use Permit Case Number SB12-007 are attached to this staff report and will be included with the amended Action Order, if the Board of Adjustment approves Amendment of Conditions Case Number AC16-002.



Vicinity Map



Site Plan

Background and Evaluation of Amendment Request

The applicant, Truckee Meadows Fire Protection District (TMFPD) has provided a concise but comprehensive analysis of the history of the site and the rationale for the amendment request. That is as follows:

The TMFPD has owned the land since 1976, when it operated as a volunteer fire station. When the City of Reno and TMFPD went through deconsolidation in 2012, the site transitioned from a volunteer fire station to a permanent facility that provides fire protection services to the Hidden Valley area. On June 7, 2012, the Board of Adjustments approved special use permit case no. SB12-007 to temporarily expand a Safety Service facility by installing a manufactured home (built to commercial coach standards) to be used as a living quarters for professional

firefighters. The special use permit was conditioned to expire four years later, in July of 2016. At that time, the intent was to install the manufactured home to be used as a temporary fire station alternative until such time as a permanent building could be constructed. Since that time, it has been determined that the site is physically constrained by a number of issues including, storm drain and utility easements that bisect the property and flood plain limitations. Expansion of this site into a permanent fire station is no longer a viable option and an alternative piece of property is being sought for a permanent fire station to service the Hidden Valley area. In the meantime, this location will need to continue to serve as a temporary fire station facility. The request to extend the use of the manufactured home for an additional five years will allow time for the TMFPD to acquire a new piece of property and construct a permanent fire station facility.

Staff analysis has not identified negative impacts associated with the requested amendment to allow the continued operation of the facility for five additional years, and that any potential negative impacts are less than the public safety benefits that are provided by the facility. However, staff noted during the site inspection that the unimproved area to the west of the temporary dwelling is being utilized for parking. Civic uses are required to have paved parking. Staff has included a new condition of approval, number 1(h), to require the placement of boulders or bollards to inhibit parking in that area, as well as “no parking” signage.



Staff recommends that Condition 1(f) of Special Use Permit Case Number SB12-007 be amended as follows:

This special use permit shall remain in effect until July 1, ~~2016~~ **2021**, or if it is revoked or is inactive for one year. The applicant may apply to extend the special use permit prior to July 1, ~~2016~~ **2021**. If the special use permit is not re-approved, then the Variance shall be revoked and the manufactured home shall be removed.

Staff further recommends that an additional condition, numbered 1(h), be included as follows:

Immediately upon approval of Amendment of Conditions Case Number AC16-002, the applicant shall place boulders or bollards in the unimproved area to the west of the temporary dwelling to inhibit parking in that area. The applicant shall also install “no parking” signage in that area

In addition to the approved Special Use Permit a Variance was also granted to allow the reduction in the front yard setback from 20 feet to 15 feet. That approval does not need to be extended, as long as the Special Use Permit remains valid, the Variance also remains valid.

South Truckee Meadows / Washoe Valley Citizen Advisory Board (STM/WV CAB)

The amendment of conditions request was presented by the applicant’s representative at the regularly scheduled Citizen Advisory Board (CAB) meeting on May 12, 2016. The CAB discussion was very limited and in support of the amendment request. The minutes from that meeting are included at Exhibit D to this report.

Reviewing Agencies

The following agencies received a copy of the Amendment of Conditions Application for review and evaluation.

- Washoe County Community Services Department
 - Planning and Development
 - Engineering and Capitol Projects
 - Building and Safety
 - Operations
- Washoe County Sheriff
- Washoe County District Health
 - Air Quality
 - Environmental Health
 - Mosquito / Vector Control
 - Emergency Medical Services
- Truckee Meadows Fire Protection District
- Regional Transportation Commission
- Washoe – Storey Conservation District

None of the twelve above listed agencies/departments provided comments and/or recommended conditions in response to their evaluation of the Amendment of Conditions application, with the exception of Planning and Development as mentioned above.

Staff Comment on Required Findings

Section 110.810.30 of Article 810, *Special Use Permits*, within the Washoe County Development Code, requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the request. Staff has completed an analysis of the special use permit application and has determined that the proposal is in compliance with the required findings as follows.

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Southeast Truckee Meadows Area Plan.

Staff Comment: The fire station is in place and has been in operation for several years.

2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven.

Staff Comment: The fire station is in place and has been in operation for several years.

3. Site Suitability. That the site is physically suitable for a fire station, and for the intensity of such a development.

Staff Comment: The fire station is in place and has been in operation for several years.

4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

Staff Comment: The fire station is a benefit to public safety by providing fire protection services to the Hidden Valley area.

5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Staff Comment: There is no military installation in the vicinity of the fire station therefore this finding is not required to be made.

Recommendation

Those agencies which reviewed the application did not recommended denial of the Amendment of Conditions request. Therefore, after a thorough review and analysis, Amendment of Conditions Case Number AC16-002 is being recommended for approval with conditions. Staff offers the following motion for the Board's consideration.

Motion

I move that, after giving reasoned consideration to the information contained within the staff report and the information received during the public hearing, the Washoe County Board of Adjustment approve Amendment of Conditions Case Number AC16-002, with amended conditions as included in Exhibit A, for the Truckee Meadows Fire Protection District, having made all four findings in accordance with Washoe County Development Code Section 110.810.30:

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Southeast Truckee Meadows Area Plan;
2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;
3. Site Suitability. That the site is physically suitable for the existing fire truck garage and temporary living quarters, and for the intensity of such a development; and
4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

Appeal Process

Board of Adjustment action will be effective 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Development Division within 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment, and a copy mailed to the applicant.

xc: Applicant/Property Owner: Truckee Meadows Fire Protection District
Attn: Charles Moore
1001 E. 9th Street, Building D, 2nd Floor
Reno, NV 89512

Representatives: CFA
Attn: Angela Fuss
1150 Corporate Blvd.
Reno, NV 89502

Action Order xc: Nathan Edwards, District Attorney's Office;



Amended Conditions of Approval

Amendment of Conditions Case Number AC16-002
For Special Use Permit Case Number SB12-007

The project approved under Amendment of Conditions Case Number AC16-002 for the Truckee Meadows Fire Protection District for Special Use Permit Case No: SB12-007 shall be carried out in accordance with the Amended Conditions of Approval granted by the Board of Adjustment on June 2, 2016. Amended conditions are shown in **bold and underline text**. 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.

Unless otherwise specified, all conditions related to the approval of this Special Use Permit shall be met or financial assurance must be provided to satisfy the Conditions of Approval prior to issuance of a grading or building permit. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be 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 the County Engineer and the Department of Community Development.

Compliance with the Conditions of Approval related to this Special Use Permit is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the Special Use Permit may result in the initiation of revocation procedures.

Washoe County reserves the right to review and revise the Conditions of Approval related to this Special Use Permit should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

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

Conditions of Approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to permit issuance (i.e., grading permits, building permits, etc.).
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some “Conditions of Approval” are referred to as “Operational Conditions”. These conditions must be continually complied with for the life of the project or business.

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 Development

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

Contact Name – Eva Krause, 775.328.3796, ekrause@washoecounty.us

- a. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use and variance permit. The Department of Community Development shall determine compliance with this condition.
- b. The applicant shall submit complete construction plans and 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. Compliance with this condition shall be determined by the Department of Community Development.
- c. The applicant shall attach a copy of the action order approving this project to all administrative permit applications (including building permits) applied for as part of this special use permit.
- d. A note shall be placed on all construction drawings and grading plans stating:

NOTE

Should any prehistoric or historic remains/artifacts be discovered during site development, work shall temporarily be halted at the specific site and the State Historic Preservation Office of the Department of Museums, Library and Arts shall be notified to record and photograph the site. The period of temporary delay shall be limited to a maximum of two (2) working days from the date of notification.

- e. All landscaping shall be maintained in accordance with the provisions found in Section 110.412.75, Maintenance. A three-year maintenance plan shall be submitted by a licensed landscape architect registered in the State of Nevada to the Department of Community Development, prior to a Certificate of Occupancy. The plan shall be wet-stamped.
- f. This special use permit shall remain in effect until July 1, ~~2016~~ **2021**, or if it is revoked or is inactive for one year. The applicant may apply to extend the special use permit prior to July 1, ~~2016~~ **2021**. If the special use permit is not re-approved, then the Variance shall be revoked and the manufactured home shall be removed. [Amended by Board of Adjustment on 6/2/2016]
- g. The following **Operational Conditions** shall be required for the life of the project/business/development:
 1. Failure to comply with the Conditions of Approval shall render this approval null and void. Compliance with this condition shall be determined by the Department of Community Development.
 2. The Fire Marshall shall develop a policy for the use of sirens and lights at the fire station and as truck leave the station. The policy shall be

presented to the Hidden Valley CAB and be available for review by the Community.

3. The applicant and any successors shall direct any potential purchaser/operator of the site and/or the special use permit to meet with the Department of Community Development to review Conditions of Approval prior to the final sale of the site and/or the special use permit. Any subsequent purchaser/operator of the site and/or the special use permit shall notify the Department of Community Development of the name, address, telephone number, and contact person of the new purchaser/operator within 30 days of the final sale.

h. Immediately upon approval of Amendment of Conditions Case Number AC16-002, the applicant shall place boulders or bollards in the unimproved area to the west of the temporary dwelling to inhibit parking in that area. The applicant shall also install "no parking" signage in that area. [Added by Board of Adjustment on 6/2/2016]

Washoe County Public Works and Engineering

2. The following conditions are requirements of the Engineering Division, which shall be responsible for determining compliance with these conditions.

Contact Name – Leo Vesely, 775.325.8032

- a. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
- b. The property is in a FEMA designated flood plain, Zone AE with a flood elevation of 4395.0' per Panel No. 3251G. The proposed commercial coach shall be elevated in accordance with Washoe County Code 416. Building permits for structures shall be in conformance with the Washoe County Code, Article 416.

*** End of Conditions ***

*** End of Amended Conditions ***

AC16-002, Exhibit B

1150 CORPORATE BLVD.
RENO, NV 89502
775.856.1150
CFARENO.COM

The logo for CFA (Community Fire Authority) is written in a white, cursive script on a red square background.

TMFPD FIRE STATION #37
AMENDMENT TO CONDITION OF APPROVAL

APRIL 15, 2016





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Site Plan Map



Project Request

The Truckee Meadows Fire Protection District (TMFPD) Station #37 is located on a 0.32-acre parcel (APN 051-122-10) in Hidden Valley. The parcel is located west of Pelham Drive and north of Hidden Valley Drive. The property is zoned MDS and has a master plan designation of Suburban Residential. The site is also located within the Southeast Truckee Meadows Area Plan. The parcel is surrounded by residential development on the north and east sides, a vacant lot on the south side and by the Boynton Slough on the west side. The City of Reno jurisdictional boundary is to the immediate west and south.

The TMFPD has owned the land since 1976, when it operated as a volunteer fire station. When the City of Reno and TMFPD went through deconsolidation in 2012, the site transitioned from a volunteer fire station to a permanent facility that provides fire protection services to the Hidden Valley area. On June 7, 2012, the Board of Adjustments approved special use permit case no. SB12-007 to temporarily expand a Safety Service facility by installing a manufactured home (built to commercial coach standards) to be used as a living quarter's for professional firefighters. The special use permit was conditioned to expire four years later, in July of 2016. At that time, the intent was to install the manufactured home to be used as a temporary fire station alternative until such time as a permanent building could be constructed. Since that time, it has been determined that the site is physically constrained by a number of issues including, storm drain and utility easements that bisect the property and flood plain limitations. Expansion of this site into a permanent fire station is no longer a viable option and an alternative piece of property is being sought for a permanent fire station to service the Hidden Valley area. In the meantime, this location will need to continue to serve as a temporary fire station facility. The request to extend the use of the manufactured home for an additional five years will allow time for the TMFPD to acquire a new piece of property and construct a permanent fire station facility.

This application package includes the following request:

A request to amend Condition 1.f of the SB12-007 Conditions of Approval to allow the use of the manufactured home for a Safety Service facility to be extended until July 1, 2021.

Existing Condition: Condition 1.f. - This special use permit shall remain in effect until **July 1, 2016**, or if it is revoked or is inactive for one year. The applicant may apply to extend the special use permit prior to July 1, 2016. If the special use permit is not re-approved, then the Variance shall be revoked and the manufactured home shall be removed.

Proposed Condition: Condition 1.f. - This special use permit shall remain in effect until **July 1, 2021**, or if it is revoked or is inactive for one year. The applicant may apply to extend the special use permit prior to July 1, 2021. If the special use permit is not re-approved, then the Variance shall be revoked and the manufactured home shall be removed.



Figure 1 - Vicinity Map





View of the manufactured home facing north

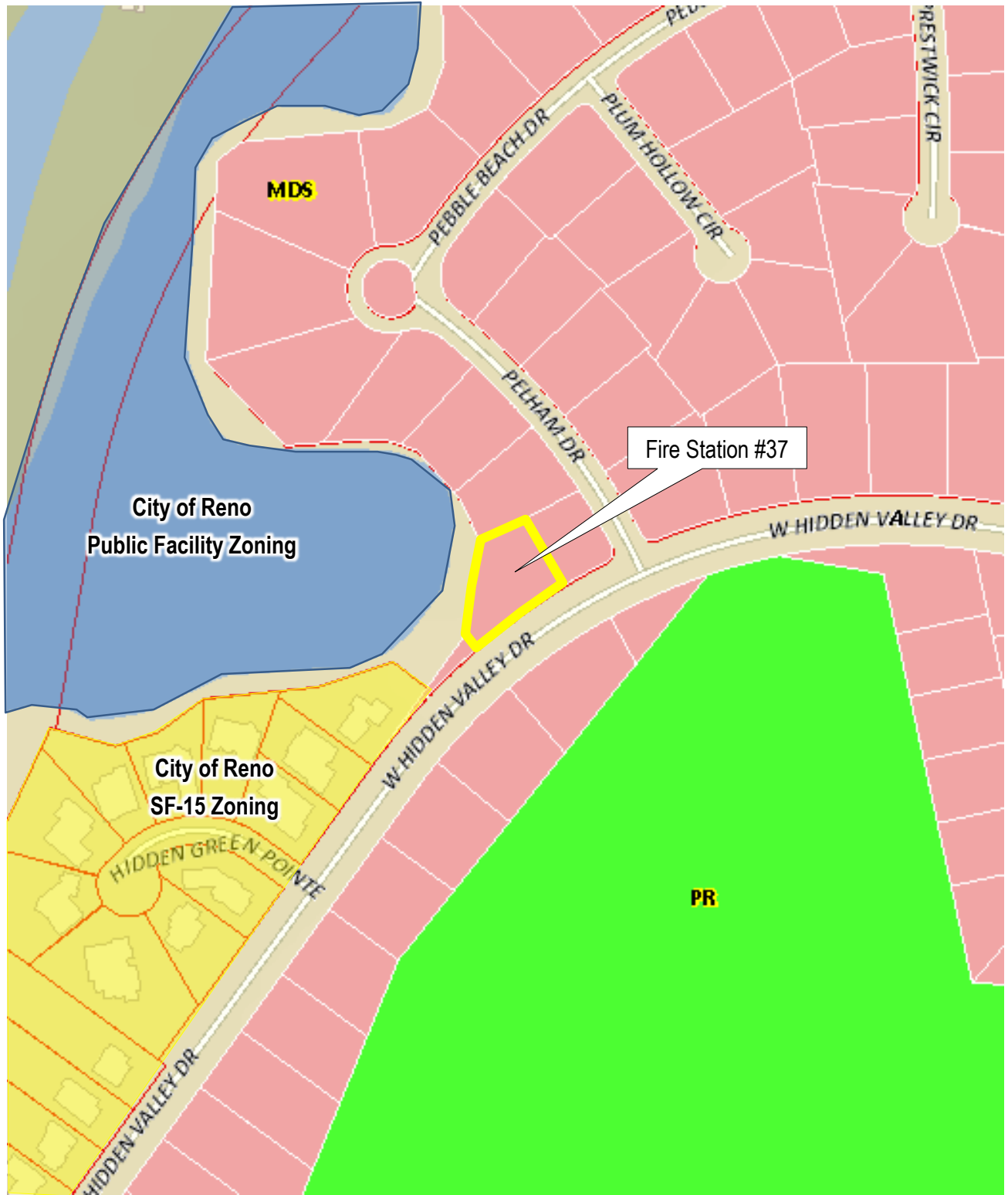


View of the apparatus bay located north of the living quarters

Figure 2 - Site Photographs



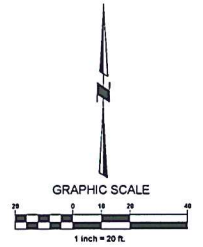
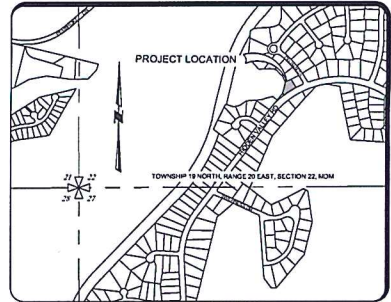
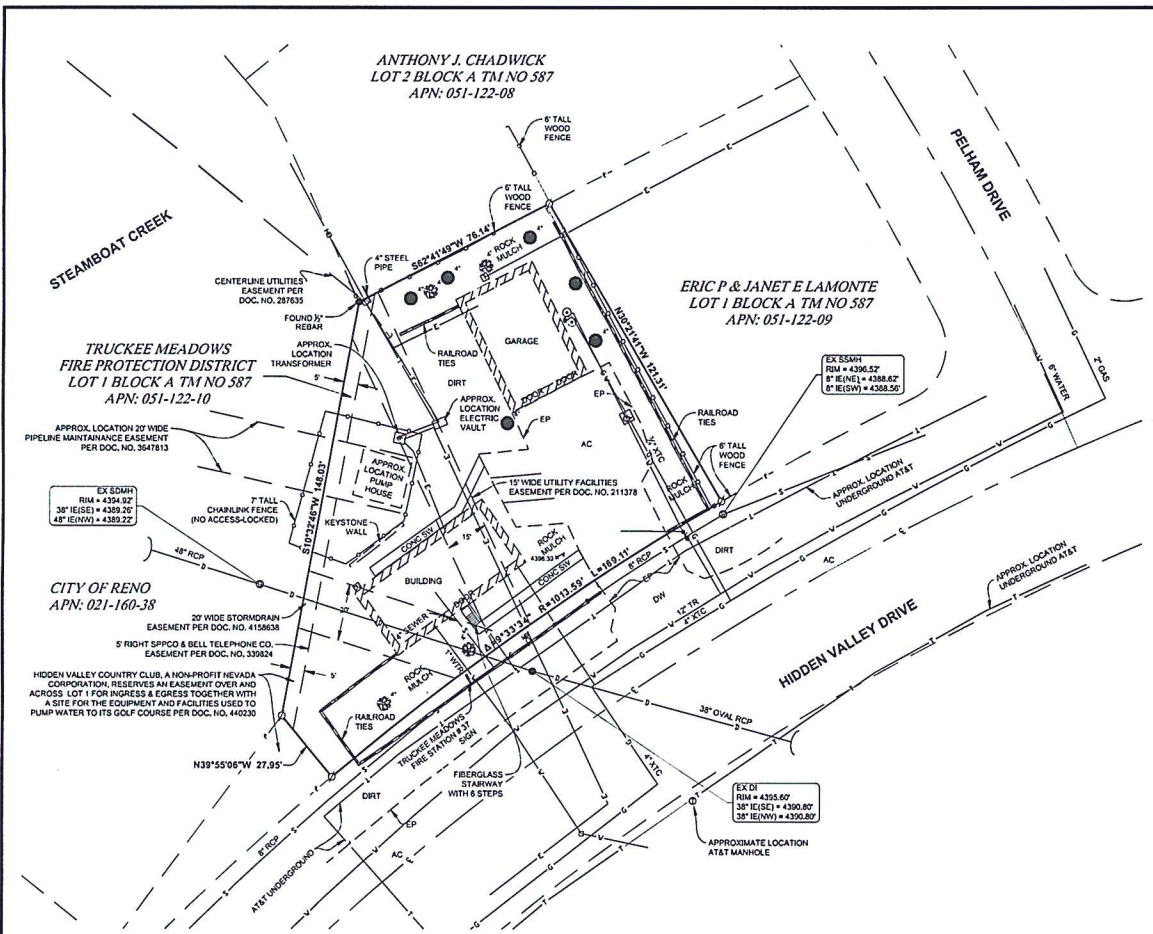
TMFPD FIRE STATION #37 AMENDMENT TO CONDITION OF APPROVAL



Legend **PR** **MDS**

Figure 3 - Zoning Vicinity Map





LEGEND

- | | | | |
|---|---|-----|----------------------------|
| ⊘ | DEMONSTRATION POINT, NOTHING FOUND OR SET | AC | ASPHALTIC CONCRETE |
| ● | FOUND 1/2" REBAR, NO PLASTIC CAP | APN | ASSESSOR PARCEL NUMBER |
| □ | AIR CONDITIONING UNIT | DOC | DOCUMENT |
| ○ | BOLLARD | DW | DRIVEWAY |
| ● | CONFERIOUS TREE WIDMETER | EP | EDGE OF PAVEMENT |
| ● | DECIDUOUS TREE WIDMETER | LM | LAND MAP |
| ○ | DROP INLET ROUND | NO | NUMBER |
| ↑ | FLAG POLE | SW | SIDEWALK |
| ○ | GAS METER | TM | TRACT MAP |
| — | GUY WIRE | WTR | WATER |
| — | HANDICAP PARKING | — | ADJOINER PROPERTY LINE |
| — | MAILBOX | — | CENTERLINE ROADWAY |
| — | POWER POLE | — | CHAINLINK FENCE |
| — | RAILROAD TIE/LANDSCAPE | — | EASEMENT LINE |
| — | SANITARY SEWER MANHOLE | — | OVERHEAD ELECTRIC |
| — | SECTION CORNER | — | UNDERGROUND ELECTRIC |
| — | X 4918.00 SPOT ELEVATION | — | UNDERGROUND GAS |
| — | STORMDRAIN MANHOLE | — | UNDERGROUND SANITARY SEWER |
| — | TELEPHONE BOX | — | UNDERGROUND STORMDRAIN |
| — | TRANSFORMER | — | UNDERGROUND AT&T TELEPHONE |
| — | WATER METER | — | UNDERGROUND WATER |
| — | | — | WOOD FENCE |
| | | — | BUILDING OUTLINE |

SURVEYOR'S CERTIFICATE

THIS MAP REPRESENTS THE RESULTS OF A FIELD SURVEY MADE UNDER MY DIRECT SUPERVISION AT THE INSTANCE OF TRUCKEE MEADOWS WATER AUTHORITY. THE SURVEY WAS COMPLETED ON JANUARY 8, 2016.



ROBERT O. LARIVIERE, PLS 29471

BASIS OF ELEVATIONS

THE BASIS OF ELEVATIONS FOR THIS SURVEY IS THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88).

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS SURVEY IS NEVADA STATE PLANE, WEST ZONE NAD83(94) BASED ON REAL TIME KINEMATIC (RTK) GPS OBSERVATIONS UTILIZING CORRECTIONS FROM THE NORTHERN NEVADA COOPERATIVE REAL TIME NETWORK. COORDINATES AND DISTANCES HEREON ARE AT GROUND LEVEL, BASED ON A COMBINED GRID TO GROUND FACTOR OF 1.00017929.

UTILITY OPERATING AUTHORITY

- WATER: TRUCKEE MEADOWS WATER AUTHORITY
- POWER: NV ENERGY
- GAS: NV ENERGY
- DAT: CHARTER COMMUNICATIONS
- TELEPHONE: NEVADA BELL TELEPHONE COMPANY
- DBA: AT&T NEVADA
- SEWER: WASHCO COUNTY



LEGAL DESCRIPTION

ALL THAT CERTAIN TRACT, PIECE OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE SOUTHEAST ONE QUARTER OF THE SOUTHWEST ONE QUARTER (SE 1/4 OF THE SW 1/4) OF SECTION 22, T.19N., R.20E., M.D.B.&M., AND MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO WIT:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1, BLOCK "A" AS SHOWN ON THE OFFICIAL PLAT OF HIDDEN VALLEY SUBDIVISION NO. 3 ON FILE IN THE OFFICE OF THE WASHCO COUNTY RECORDER, RENO, NEVADA, THE TRUE POINT OF BEGINNING; THENCE S09°51'05"W, ALONG THE WESTERLY LINE OF THE SAID LOT 1, A DISTANCE OF 148.03 FEET (RECORD EQUALS 148.01 FEET) TO THE WESTERLY CORNER OF THE SAID LOT 1; THENCE S42°53'05"E, CONTINUING ALONG THE SAID WESTERLY LINE, A DISTANCE OF 27.95 FEET TO A POINT ON A CURVE TO THE RIGHT, CONCAVE SOUTHEASTERLY, HAVING A CENTRAL ANGLE OF 93°33'4", A RADIUS OF 1013.59 FEET AND WHOSE BACK-TANGENT BEARS S46°23'02"W, THE SAID POINT ON A CURVE BEING FURTHER DESCRIBED AS LYING ON THE NORTHERLY LINE OF HIDDEN VALLEY DR; THENCE ALONG THE CURVED SAID NORTHERLY LINE A DISTANCE OF 169.11 FEET TO A POINT; THENCE N31°02'21"W A DISTANCE OF 121.31 FEET TO A POINT ON THE NORTHERLY LINE OF THE AFORESAID LOT 1; THENCE S62°00'00"W, ALONG THE SAID NORTHERLY LINE, A DISTANCE OF 76.14 FEET TO THE TRUE POINT OF BEGINNING.

APN: 051-122-101

NOTICE: AGENCY IS REQUIRED BY CPL, CHIEF OF POLICE & SHERIFF AS A REQUIREMENT OF SERVICE, FOR SUPPLEMENTAL INFORMATION OF INCIDENTS.

| | | | |
|---|--|---|------------------|
| DATE: | DATE: | DATE: | DATE: |
| BY: | BY: | BY: | BY: |
| STATUS OF PLANS: | STATUS OF PLANS: | STATUS OF PLANS: | STATUS OF PLANS: |
| PREPARED BY: | DESIGNED BY: | CHECKED BY: | DATE: |
| PLANNERS - ENGINEERS - LANDSCAPE ARCHITECTS | SURVEYORS - CONSTRUCTION - OBSERVATION | PLANS ARE PRELIMINARY AND SUBJECT TO CHANGE BY ALL APPLICABLE GOVERNING AGENCIES AND BY ALL APPLICABLE CONTRACT AGREEMENTS. | DATE: |
| TOPOGRAPHIC AND BOUNDARY SURVEY | | | |
| TRUCKEE MEADOWS FIRE PROTECTION DISTRICT | | | |
| APN: 051-122-102 | | | |
| PREPARED BY: | | | |
| WASHCO COUNTY, NEVADA | | | |
| JOB NO. | 15098.00 | DRAWN BY | DNS |
| CHECKED BY | ROL | DATE | |
| SHEET | 1 | OF | 1 |

Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Development staff at 775.328.3600.

| | | | |
|--|-----------------|---|-----------------|
| Project Information | | Staff Assigned Case No.: _____ | |
| Project Name: | | | |
| Project Description: | | | |
| Project Address: | | | |
| Project Area (acres or square feet): | | | |
| Project Location (with point of reference to major cross streets AND area locator): | | | |
| Assessor's Parcel No.(s): | Parcel Acreage: | Assessor's Parcel No(s): | Parcel Acreage: |
| | | | |
| Section(s)/Township/Range: | | | |
| Indicate any previous Washoe County approvals associated with this application: | | | |
| Case No.(s). | | | |
| Applicant Information (attach additional sheets if necessary) | | | |
| Property Owner: | | Professional Consultant: | |
| Name: | | Name: | |
| Address: | | Address: | |
| Zip: | | Zip: | |
| Phone: Fax: | | Phone: Fax: | |
| Email: | | Email: | |
| Cell: Other: | | Cell: Other: | |
| Contact Person: | | Contact Person: | |
| Applicant/Developer: | | Other Persons to be Contacted: | |
| Name: | | Name: | |
| Address: | | Address: | |
| Zip: | | Zip: | |
| Phone: Fax: | | Phone: Fax: | |
| Email: | | Email: | |
| Cell: Other: | | Cell: Other: | |
| Contact Person: | | Contact Person: | |
| For Office Use Only | | | |
| Date Received: Initial: | | Planning Area: | |
| County Commission District: | | Master Plan Designation(s): | |
| CAB(s): | | Regulatory Zoning(s): | |

Property Owner Affidavit

Applicant Name: Truckee Meadows Fire Protection District

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA)
COUNTY OF WASHOE)

I, Charles A. Moore, Fire Chief
(please print name)

being duly sworn, depose and say that I am the owner* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Development.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 051-122-10

Printed Name CHARLES MOORE

Signed [Signature]

Address 1001 E. 9th Street
Reno, NV 89512

Subscribed and sworn to before me this 4th day of April, 2016.

Washoe County - Nevada
Notary Public in and for said county and state

My commission expires: Dec. 13, 2017

(Notary Stamp)



*Owner refers to the following: (Please mark appropriate box.)

- Owner
- Corporate Officer/Partner (Provide copy of recorded document indicating authority to sign.)
- Power of Attorney (Provide copy of Power of Attorney.)
- Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- Property Agent (Provide copy of record document indicating authority to sign.)
- Letter from Government Agency with Stewardship

Amendment of Conditions Application

(Information may be attached separately)

Required Information

1. The following information is required for an Amendment of Conditions:
 - a. Provide a written explanation of the proposed amendment, why you are asking for the amendment, and how the amendment will modify the approval.
 - b. Identify the specific Condition or Conditions that you are requesting to amend.
 - c. Provide the requested amendment language to each Condition or Conditions, and provide both the ***existing*** and ***proposed condition(s)***.

2. Describe any potential impacts to public health, safety, or welfare that could result from granting the amendment. Describe how the amendment affects the required findings as approved.

Washoe County Treasurer
Tammi Davis

Washoe County Treasurer
P.O. Box 30039, Reno, NV 89520-3039
ph: (775) 328-2510 fax: (775) 328-2500
Email: tax@washoecounty.us

Account Detail

[Back to Search Results](#)

[Change of Address](#)

[Print this Page](#)

Washoe County Parcel Information

| Parcel ID | Status | Last Update |
|-----------|--------|----------------------|
| 05112210 | Active | 4/14/2016 2:10:46 AM |

Current Owner:
TRUCKEE MEADOWS FIRE PROT DIST

PO BOX 11130
RENO, NV 89520

SITUS:
3255 W HIDDEN VALLEY DR
WCTY NV

Taxing District
4000

Geo CD:

Legal Description

Range 20 SubdivisionName HIDDEN VALLEY SUBDIVISION 3 Township 19 Section 22

Tax Bill (Click on desired tax year for due dates and further details)

| Tax Year | Net Tax | Total Paid | Penalty/Fees | Interest | Balance Due |
|----------------------|---------|------------|--------------|----------|-------------|
| 2015 | \$6.48 | \$7.06 | \$0.00 | \$0.00 | \$0.00 |
| 2014 | \$5.98 | \$5.98 | \$0.00 | \$0.00 | \$0.00 |
| 2013 | \$4.24 | \$4.24 | \$0.00 | \$0.00 | \$0.00 |
| 2012 | \$2.84 | \$2.84 | \$0.00 | \$0.00 | \$0.00 |
| 2011 | \$2.84 | \$2.84 | \$0.00 | \$0.00 | \$0.00 |
| Total | | | | | \$0.00 |

Important Payment Information

- ALERTS:** If your real property taxes are delinquent, the search results displayed may not reflect the correct amount owing. Please contact our office for the current amount due.
- For your convenience, online payment is available on this site. E-check payments are accepted without a fee. However, a service fee does apply for online credit card payments. See [Payment Information](#) for details.

Pay Online

No payment due for this account.

\$0.00

Pay By Check

Please make checks payable to:
WASHOE COUNTY TREASURER

Mailing Address:
P.O. Box 30039
Reno, NV 89520-3039

Overnight Address:
1001 E. Ninth St., Ste D140
Reno, NV 89512-2845



The Washoe County Treasurer's Office makes every effort to produce and publish the most current and accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use, or its interpretation. If you have any questions, please contact us at (775) 328-2510 or tax@washoecounty.us

This site is best viewed using Google Chrome, Internet Explorer 11, Mozilla Firefox or Safari.



Board of Adjustment Action Order

Special Use Permit Case No. SB12-007

Decision: Approval with Conditions

Decision Date: June 7, 2012

Applicant: Washoe County Community Services Department, Public Works,
Gerry Bayfield

Property Owner: Truckee Meadows Fire Protection District, Fire Marshal Moore

Assigned Planner: Eva Krause, AICP, Planner
Washoe County Department of Community Development
Phone: 775.328.3796 3628
E-Mail: ekrause@washoecounty.us

Project Description: Special Use Permit Case No. SB12-007 – Hidden Valley Fire Station – To temporarily expand a Safety Service facility by installing a manufactured home (built to commercial coach standards) to be used as living quarters for professional firefighters.

- Location: 3255 Hidden Valley Drive, approximately 100 feet west of the intersection of Hidden Valley Drive and Pelham Drive
- Assessor's Parcel No.: 051-122-10
- Parcel Size: 0.326 acres
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Southeast Truckee Meadows
- Citizen Advisory Board: Southeast Truckee Meadows
- Commission District: 2 – Commissioner David Humke
- 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

Notice is hereby given that the Washoe County Board of Adjustment granted approval with conditions of the above referenced case number based on the findings in accordance with Washoe County Development Code Article 810. If no appeals have been filed within 10 days after the date of decision, the approval by the Washoe County Board of Adjustment is final. If filed, an appeal stays any further action on the permit until final resolution of the appeal. If the end of the appeal period falls on a non-business day, the appeal period shall be extended to include the next business day. An appeal shall be filed in accordance with the provisions found in Article 810 of the Washoe County Development Code.

This Action Order of approval is granted subject to the attached conditions and Washoe County development standards. Please contact the planner assigned to your project at the above-referenced phone number within 7 days of receipt of this Order to review the steps necessary to

To: Washoe County Community Services Department, Public Works, Gerry Bayfield
Subject: Special Use Permit Case No SB12-007
Date: June 8, 2012
Page: 2

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

This Action Order does not authorize grading or building without issuance of the necessary permits from the Washoe County Building and Safety Department.

Washoe County
Community Development

William Whitney
Secretary to the Board of Adjustment

WW/EK/ds (SB12-007 Hidden Valley Fire Station Action Order)

Attachments:

- Conditions of Approval

xc: Agencies: Greg Salter, Esq., District Attorney's Office; Carol Buonanoma, Assessor's Office (CAAS); Theresa Wilkins, Assessor's Office; Leo Vesely, Engineering Division; Kurt Latipow, Fire Services Coordinator, Joan Presley, Truckee Meadows Fire, Dave Solaro, Acting Public Works Director; Southeast Truckee Meadows Citizen Advisory Board, Chair



Board of Adjustment Action Order

Variance Case No. VA12-002

Decision: Approval with Conditions

Decision Date: June 7, 2012

Applicant: Washoe County Community Services Department, Public Works,
Gerry Bayfield

Property Owner: Truckee Meadows Fire Protection District, Fire Marshal Moore

Assigned Planner: Eva Krause, AICP, Planner
Washoe County Department of Community Development
Phone: 775.328.3796
E-Mail: ekrause@washoecounty.us

Project Description: Variance Case No. VA12-002 – To reduce the front yard setback from 20 feet to 15 feet to allow for the placement of the manufactured home.

- Location: 3255 Hidden Valley Drive, approximately 100 feet west of the intersection of Hidden Valley Drive and Pelham Drive
- Assessor's Parcel No.: 051-122-10
- Parcel Size: 0.326 acres
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Southeast Truckee Meadows
- Citizen Advisory Board: Southeast Truckee Meadows
- Commission District: 2 – Commissioner David Humke
- 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

Notice is hereby given that the Washoe County Board of Adjustment granted approval with conditions of the above referenced case number based on the findings in accordance with Washoe County Development Code Article 804. If no appeals have been filed within 10 days after the decision date, the approval by the Washoe County Board of Adjustment is final. If filed, an appeal stays any further action on the permit until final resolution of the appeal. If the end of the appeal period falls on a non-business day, the appeal period shall be extended to include the next business day. An appeal shall be filed in accordance with the provisions found in Article 804 of the Washoe County Development Code.

This Action Order of approval is granted subject to the attached conditions and Washoe County development standards. Please contact the planner assigned to your project at the above-referenced phone number or email within 7 days of receipt of this Order to review the steps necessary to satisfy the Conditions of Approval. A business license, certificate of occupancy or final approval shall not be issued until all of the Conditions of Approval (attached) are satisfied. Additionally, compliance shall be required with all federal, state and local statutes, ordinances and regulations applicable to the approved project.

To: Washoe County Community Services Department, Public Works, Gerry Bayfield
Subject: Variance Case No VA12-002
Date: June 8, 2012
Page: 2

This Action Order does not authorize grading or building without issuance of the necessary permits from the Washoe County Building and Safety Department.

Washoe County
Community Development

William Whitney
Secretary to the Board of Adjustment

WW/EK/ds (VA12-002 Hidden Valley Fire Station Action Order)

Attachments:

- Conditions of Approval

xc: Agencies: Greg Salter, Esq., District Attorney's Office; Carol Buonanoma, Assessor's Office (CAAS); Theresa Wilkins, Assessor's Office; Leo Vesely, Engineering Division; Kurt Latipow, Fire Services Coordinator, David Mills, Truckee Meadows Division, Dave Solaro, Acting Public Works Director; Southeast Truckee Meadows Citizen Advisory Board, Chair



Conditions of Approval

Special Use Permit Case No. SB12-007 and
Variance Case No: VA12-002 Hidden Valley Fire Station

The project approved under Special Use Permit Case No: SB12-007 and Variance Case No: VA12-002 shall be carried out in accordance with the Conditions of Approval granted by the Board of Adjustment on June 7, 2012. 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.

Unless otherwise specified, all conditions related to the approval of this Special Use Permit and Variance shall be met or financial assurance must be provided to satisfy the Conditions of Approval prior to issuance of a grading or building permit. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be 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 the County Engineer and the Department of Community Development.

Compliance with the Conditions of Approval related to this Special Use Permit is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the Special Use Permit may result in the initiation of revocation procedures.

Washoe County reserves the right to review and revise the Conditions of Approval related to this Special Use and Variance Permit should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

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

Conditions of Approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to permit issuance (i.e., grading permits, building permits, etc.).
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some "Conditions of Approval" are referred to as "Operational Conditions". These conditions must be continually complied with for the life of the project or business.

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 District Health Department must be appealed to the District Board of Health.**
- **The RENO-TAHOE AIRPORT AUTHORITY is directed and governed by its own Board. Therefore, any conditions set by the Reno-Tahoe Airport Authority must be appealed to their Board of Trustees.**
- **The REGIONAL TRANSPORTATION COMMISSION (RTC) is directed and governed by its own board. Therefore, any conditions set by the Regional Transportation Commission must be appealed to that Board.**

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

Washoe County Community Development

1. The following conditions are requirements of the Department of Community Development, which shall be responsible for determining compliance with these conditions.

Contact Name – Eva Krause, 775.328.3796, ekrause@washoecounty.us

- a. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use and variance permit. The Department of Community Development shall determine compliance with this condition.
- b. The applicant shall submit complete construction plans and 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. Compliance with this condition shall be determined by the Department of Community Development.
- c. The applicant shall attach a copy of the action order approving this project to all administrative permit applications (including building permits) applied for as part of this special use permit.
- d. A note shall be placed on all construction drawings and grading plans stating:

NOTE

Should any prehistoric or historic remains/artifacts be discovered during site development, work shall temporarily be halted at the specific site and the State Historic Preservation Office of the Department of Museums, Library and Arts shall be notified to record and photograph the site. The period of temporary delay shall be limited to a maximum of two (2) working days from the date of notification.

- e. All landscaping shall be maintained in accordance with the provisions found in Section 110.412.75, Maintenance. A three-year maintenance plan shall be submitted by a licensed landscape architect registered in the State of Nevada to the Department of Community Development, prior to a Certificate of Occupancy. The plan shall be wet-stamped
- f. This special use permit shall remain in effect until July 1, 2016, or if it is revoked or is inactive for one year. The applicant may apply to extend the special use permit prior to July 1, 2016. If the Special Use permit is not re-approved, then the Variance shall be revoked and the Manufactured home shall be removed.
- g. The following **Operational Conditions** shall be required for the life of the project/business/development:
 - 1. Failure to comply with the Conditions of Approval shall render this approval null and void. Compliance with this condition shall be determined by the Department of Community Development.
 - 2. The Fire Marshall shall develop a policy for the use of sirens and lights at the fire station and as truck leave the station. The policy shall be presented to the Hidden Valley CAB and be available for review by the Community.
 - 3. The applicant and any successors shall direct any potential purchaser/operator of the site and/or the special use permit to meet with the Department of Community Development to review Conditions of Approval prior to the final sale of the site and/or the special use permit. Any subsequent purchaser/operator of the site and/or the special use permit shall notify the Department of Community Development of the name, address, telephone number, and contact person of the new purchaser/operator within 30 days of the final sale.

Washoe County Department of Public Works

- 2. The following conditions are requirements of the Engineering Division, which shall be responsible for determining compliance with these conditions.

Contact Name – Leo Vesely, 775.325.8032

- a. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
- b. The property is in a FEMA designated flood plain, Zone AE with a flood elevation of 4395.0' per Panel No. 3251G. The proposed commercial coach shall be elevated in accordance with Washoe County Code 416. Building permits for structures shall be in conformance with the Washoe County Code, Article 416.

*** End of Conditions ***

EXHIBIT A



Conditions of Approval

Special Use Permit Case No. SB12-007 and
Variance Case No: VA12-002 Hidden Valley Fire Station

The project approved under Special Use Permit Case No: SB12-007 and Variance Case No: VA12-002 shall be carried out in accordance with the Conditions of Approval granted by the Board of Adjustment on June 7, 2012. 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.

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Washoe County reserves the right to review and revise the Conditions of Approval related to this Special Use and Variance Permit should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

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 - 2. The Fire Marshall shall develop a policy for the use of sirens and lights at the fire station and as truck leave the station. The policy shall be presented to the Hidden Valley CAB and be available for review by the Community.
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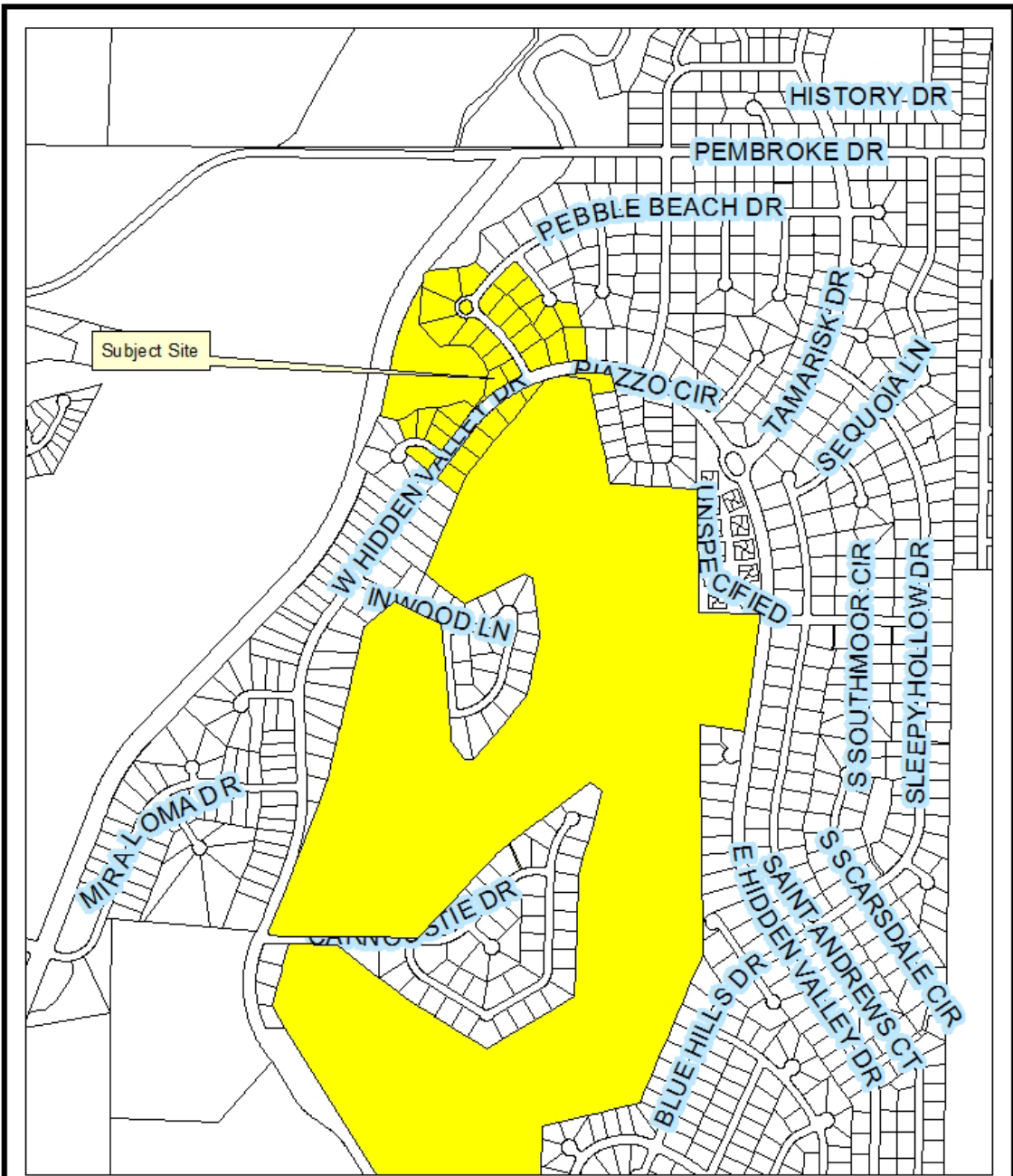
Washoe County Department of Public Works

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*** End of Conditions ***



Mailing Label Map

Case No AC16-002
Hidden Valley Fire Station Time Extension
 38 Parcels selected at 500 feet.



Department of
 Community
 Development
**WASHOE COUNTY
 NEVADA**

Post Office Box 11120
 Reno, Nevada 89520
 (775) 335-2800

Source: Planning and Development Division

Date: April 2016



South Truckee Meadows/Washoe Valley Citizen Advisory Board

DRAFT: Approval of these draft minutes, or any changes to the draft minutes, will be reflected in writing in the next meeting minutes and/or in the minutes of any future meeting where changes to these minutes are approved by the CAB. Minutes of the regular meeting of the South Truckee Meadows Citizen Advisory Board held May 12, at 6:00 P.M. at the South Valleys Library at 15650A Wedge Parkway, Reno, Nevada.

1. *CALL TO ORDER/ DETERMINATION OF QUORUM – Chair person, Jim Rummings called the meeting to order at 6:00pm.

Member Present: Jason Katz, Jim Rummings, Marsy Kupfersmith, Steven Kelly, Patricia Phillips. A quorum was determined.

Absent members: Steven Miles, Kimberly Rossiter, Bob Vaught (alternate), Daryl Capurro, Thomas Judy (excused).

2. *PLEDGE OF ALLEGIANCE – Jim Rummings led the Pledge of Allegiance.

3. *PUBLIC COMMENT –

Karen Critor said she has been a resident of Washoe Valley for 29 years and a board member of the Washoe Valley Alliance. She invited everyone to attend the 3rd Annual Celebrate Washoe Valley event sponsored by Washoe Valley Alliance. The event is Saturday, May 14, 10am-2pm at the Washoe Lake State Park. This is a free event. She said the fire crews will be there; learn what plants thrive in our environment, learn about recreational opportunities from Washoe Lake State Parks, Truckee Meadows Parks Foundation and Washoe County Parks. Enjoy music, food, and raffle prizes.

Scott Kelley introduced himself. He said he is running for the Washoe County School Board District A. He has served on the school board. He thanked the CAB for their service.

4. APPROVAL OF AGENDA FOR THE MEETING OF MAY 12, 2016– Jim Rummings said item 6B has been withdrawn. Steve Kelly moved to approve the agenda for the meeting of **MAY 12, 2016** with changes. Jason Katz seconded the motion to approve the agenda with changes. The motion passed unanimously.

5. APPROVAL OF THE MINUTES FOR THE MEETING OF FEBRUARY 11, 2016 – Jason Katz moved to approve the meeting minutes for the meeting of **FEBRUARY 11, 2016**. Steven Kelly seconded the motion to approve the minutes. The motion carried unanimously.

6. DEVELOPMENT PROJECTS – The project description is provided below with links to the application or you may visit the Planning and Development Division website and select the Application Submittals page: www.washoecounty.us/comdev/da/da_index.htm.

A. Hidden Valley Fire Station – AC16-002 - Request for community feedback, discussion and possible approval of an amendment of conditions for Hidden Valley Fire Station that will extend the time allowed from July 1, 2016 to July 1, 2021 for the installation of a manufactured home that is currently used as living quarters for professional firefighters. The Citizen Advisory Board may take action to summarize public feedback and recommend approval or denial of the amendment of conditions.

Applicant/Property Owner: Truckee Meadows Fire Protection District,

Representative: Angela Fuss, CFA, INC

Location: 3255 Hidden Valley Drive

APN: 051-122-10

Staff: Roger Pelham, 775-328-3622, rpelham@washoecounty.us

Reviewing Body: This case will be tentatively heard at the Board of Adjustment on June 2, 2016.

Angela Fuss, CFA Urban Planner gave an overview of the case.

- The land was purchased in the 70s; it was a volunteer fire station
- Became a fulltime fire station in 2012
- The manufactured building was put in for temporary use for housing for the fire fighters.
- There are flood plain and utility constraints
- They are currently looking for another site
- They are requesting an extension of the permit for the manufactured home for 5 more years.
- Jim Rummings said the neighbors support it; there is no reason to decline this project.

MOTION: Steven Kelly moved to recommend approval to extend the permit 5 more years. Marsy Kupfersmith seconded the motion. Motion passed unanimously.

B. Verizon Arrowcreek Country Club (SB16-004) – Request for community feedback, discussion and possible approval of the a new wireless cellular facility consisting of a 56 foot high monopole utilizing a stealth design disguised as a pine tree with 4 sectors, each with three 8 foot tall antennas per sector for a total of 12 antennas, 12 ground mounted remote radio units (RRU), associated outdoor equipment cabinets, all enclosed within a fenced 30' X 30' leased area. The Citizen Advisory Board may take action to summarize public feedback and recommend approval or denial of the amendment of conditions.

Applicant/Property Owner: Verizon Wireless c/o Epic Wireless, Friends of Arrowcreek

Location: 2905 Arrowcreek Parkway

APN: 152-021-03

Staff: Chad Giesinger, cgiesinger@washoecounty.us, 775-328-3626

Reviewing Body: This case will be tentatively heard at the Board of Adjustment on June 2, 2016.

This case was withdrawn.

7.*COUNTY UPDATE – Sarah Tone, Office of the County Manager will provide an update on County services. Ms. Tone is available to answer questions and concerns. Please feel free to contact her at stone@washoecounty.us or (775) 328- 2721. To sign up to receive email updates from the County visit www.washoecounty.us/cmail. (This item is for information only and no action will be taken by the CAB).

Sarah Tone, Office of the County Manager, gave an update:

- May 17 – The Board of County Commissioners will adopt the 16-17 budget; 0% growth; 63 new positions will be created, especially in Public Safety.
- May 14 – Last day to register to vote. Opt out of receiving it in the mail, and receive email.
- June/July – District Forum for this CAB; she said she wants feedbacks. Debbie Sheltra said she saw on the website the next District Forum is for June 16.

8. *CHAIRMAN/BOARD MEMBER ITEMS/NEXT AGENDA ITEMS - This item is limited to announcements by CAB members and topics/issues posed for future workshops/agendas. (This item is for information only and no action will be taken by the CAB).

- County Parks Update
- Form for Animal Control Emergency Evacuation – accounts for all animals on each property during a fire.

9. *PUBLIC COMMENT – Limited to no more than three (3) minutes. Anyone may speak pertaining to any matter either on or off the agenda. The public are requested to submit a Request to Speak form to the Board Chairman. Comments are to be addressed to the Board as a whole.

Ginger Pierce showed a picture of a broken down park has been remodeled on Lakeshore. She said it's so nice.

Debbie Sheltra – Ed Cruz Park; Ed was involved in little league. His son and Ed would carry water down for the field and maintained it. Debbie also talked about the emergency evacuation plan for live stock. She said animal

control use to have a form that accounted for all the animals on a property in case of an emergency. The rescue team can take animals to a safe place.

Marsy Kupfersmith said she is part of the Friends of the Library. They are hosting a book sale May 14 through May 22, 10am-6pm at the Reno Town Mall.

10. ADJOURNMENT - The meeting adjourned at 6:24pm.

Please Note: The Washoe County Community Services Department's Planning and Development Division is hosting a public workshop and open house regarding proposed amendments to Washoe County Code Chapter 110 (Development Code). The proposed updates focus on accessory structures and uses located on vacant property adjacent to a lot with a home or other established main use, and when both properties are under the same ownership. The event is Thursday, May 12, 2016, from 4:30 p.m. to 6 p.m. at the Washoe County Administration Complex, 1001 E. 9th Street, Reno.

Number of CAB members present: 5

Number of Public Present: 8

Presence of Elected Officials: 0

Number of staff present: 1

Respectfully submitted by: Misty Moga