



# WASHOE COUNTY BOARD OF ADJUSTMENT **DRAFT** Meeting Minutes

## Board of Adjustment Members

Clay Thomas, Chair  
Rob Pierce, Vice Chair  
Don Christensen  
Kathie Julian  
Brad Stanley

Thursday, August 4, 2022

1:30 p.m.

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

## Secretary

Trevor Lloyd

and available via  
Zoom Webinar

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### 1. Determination of Quorum

Chair Thomas called the meeting to order at 1:30 p.m. The following members and staff were present:

Members Present: Clay Thomas, Chair  
Rob Pierce, Vice-Chair  
Don Christensen  
Kathie Julian  
Brad Stanley

Members Absent: None

Staff Present: Kat Oakley, Planner, Planning and Building Division  
Michael Large, Deputy District Attorney, District Attorney's Office  
Lacey Kerfoot, Recording Secretary, Planning and Building Division  
Adriana Albarran, Recording Secretary, Planning and Building Division

### 2. Pledge of Allegiance

Member Stanley led the pledge of allegiance.

### 3. Ethics Law Announcement

Deputy District Attorney Large recited the Ethics Law standards.

### 4. Appeal Procedure

Secretary Lloyd recited the appeal procedure for items heard before the Board of Adjustment.

### 5. Public Comment

There was no response to the request for public comment.

### 6. Approval of the August 4, 2022 Agenda

In accordance with the Open Meeting Law, Member Pierce moved to approve the agenda of August 4, 2022. Member Julian seconded the motion, which carried unanimously.

## 7. Approval of the July 7, 2022 Draft Minutes

Member Pierce moved to approve the minutes of July 7, 2022 as written. Member Stanley seconded the motion, which carried unanimously.

## 8. Public Hearing Items

**A. Administrative Permit Case Number WADMIN22-0015 (Phillips Detached Structure) [For possible action]** – For hearing, discussion, and possible action to approve an administrative permit for a 3,600 square foot detached accessory structure larger than the primary residence. The residence on the parcel is 1,940 square feet with a 484 square foot attached garage for a combined total of 2,424 square feet.

- Applicant/Property Owner: Dennis Phillips and Erin Page
- Location: 15730 Dry Valley Road
- APN: 078-184-04
- Parcel Size: 10.03 acres
- Master Plan: Rural Residential
- Regulatory Zone: Low Density Rural
- Area Plan: North Valleys
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 5 – Commissioner Herman
- Staff: Kat Oakley, Planner  
Washoe County Community Services Department  
Planning and Building
- Phone: 775.328.3628
- Email: [koakley@washoecounty.gov](mailto:koakley@washoecounty.gov)

Planner Oakley provided a presentation.

Member Stanley asked if Planner Oakley had an opportunity to visit the property. Planner Oakley confirmed she did. Member Stanley asked if she saw anything that would imply that the site was suitable with no detriment to the surrounding community. Planner Oakley said the site is flat and has relatively no vegetation. The other lots in the area have accessory structures. It will be visible still, the lot line is 100 feet away, and the nearest residence is further than that. There's no lighting or anything proposed that will be intrusive on the surrounding property owners. It's consistent with the area. She said she didn't see anything that would be a detriment to the surrounding community. Member Stanley mentioned a condition from one of the reviewing agencies about a suggested roof color. Planner Oakley said it was considered. The non-reflective language was used because of the potential impact on surrounding properties. The Conservation District provided the comment because of the potential impact on wildlife if there is a reflection. Having a non-reflective roof mitigates the concerns. Member Stanley had no further questions.

The applicant representative, Brian Newman was present and had site plans available.

There were no requests for public comment.

**MOTION: Member Pierce moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment approve Administrative Permit Case Number WADMIN22-0015 for Dennis Phillips and Erin Page, with the conditions included as**

Exhibit A to this matter, having made all five findings in accordance with Washoe County Development Code Section 110.808.25:

- (a) **Consistency.** That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valleys Area Plan;
- (b) **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;
- (c) **Site Suitability.** That the site is physically suitable for a detached accessory structure, and for the intensity of such a development;
- (d) **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;
- (e) **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.

Member Christensen seconded the motion, which carried unanimously.

#### 9. Chair and Board Items

- A. Future Agenda Items – None
- B. Requests for Information from Staff – Chair Thomas requested a report of the number of cases denied by the Board of Adjustment from the past couple of years and then appealed to the Board of County Commissioners, where it was either upheld or overturned. Member Stanley also requested the vote count for those items and the Commissioner’s names associated with those votes. He added that he would like the reason why they made the vote and if a legal counsel represented those cases.

#### 10. Director’s and Legal Counsel’s Items

- A. Report on Previous Board of Adjustment Items – None
- B. Legal Information and Updates – None

#### 11. Public Comment

There was no response to the request for public comment.

#### 12. Adjournment

The meeting adjourned at 1:44 p.m.

Respectfully submitted by Misty Moga, Independent Contractor

Approved by Board in Session on October 6, 2022

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Trevor Lloyd  
Secretary of the Board of Adjustment