



WASHOE COUNTY PLANNING COMMISSION Meeting Minutes

Planning Commission Members

Roger Edwards, Chair
D.J. Whittemore, Vice Chair
James Barnes
Larry Chesney
Sarah Chvilicek
Philip Horan
Greg Prough
Carl R. Webb, Jr., AICP, Secretary

Thursday, November 13, 2014
6:30 p.m.

Washoe County Commission Chambers
1001 East Ninth Street
Reno, NV

The Washoe County Planning Commission met in a rescheduled session on Thursday, November 13, 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 6:34 p.m. The following Commissioners and staff were present:

Commissioners present: Roger Edwards, Chair
D.J. Whittemore, Vice Chair
James Barnes
Larry Chesney
Sarah Chvilicek

Commissioners absent: Philip Horan
Greg Prough

Staff present: Carl R. Webb, Jr., AICP, Planning Manager, Planning and Development
Clara Lawson, Licensed Engineer, Community Services Department
Roger Pelham, Senior Planner, Planning and Development
Trevor Lloyd, Senior Planner, Planning and Development
Greg Salter, Esq., Deputy District Attorney
Donna Fagan, Office Assistant III, Community Services Department

2. Pledge of Allegiance

Commissioner Chvilicek 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 Whittemore moved to approve the agenda for the November 13, 2014 meeting as written. Commissioner Chvilicek seconded the motion, which carried unanimously.

7. Consent Items

- A. Resolution Initiating Development Code and Master Plan Amendments Relating to Separation of Water Management Responsibilities** – To initiate amendments to Washoe County Code, Chapter 110, Development Code, and the Washoe County Master Plan for the purposes of separating water management responsibilities within Washoe County and changing the names of the agencies responsible for the different aspects of water management within the County in response to the merger between Water Resources of the Washoe County Community Services Department and the Truckee Meadows Water Authority. The affected Development Code articles include Article 104 (County Growth Management System), Article 208 (North Valleys Area Plan Regulations), Article 416 (Flood Hazards), Article 422 (Water and Sewer Resource Requirements), Article 606 (Parcel Maps), Article 610 (Final Subdivision Maps), Article 704 (Adequate Public Facilities: Sanitary Sewer), Article 706 (Impact Fees), and Article 916 (Establishment of Committees). The affected changes to the Washoe County Master Plan will involve the Conservation, Land Use and Transportation, and Public Services and Facilities Elements; the Reno-Stead Corridor Joint Plan and the Southeast Truckee Meadows Specific Plans; and the Cold Springs, Forest, High Desert, North Valleys, South Valleys, Southeast Truckee Meadows, Southwest Truckee Meadows, Spanish Springs, Sun Valley, Truckee Canyon, Verdi, and the Warm Springs Area Plans. Amendments to the Development Code and the Master Plan will also change the name of the Department of Water Resources to the Community Services Department where appropriate in response to the County's consolidation of several departments into a single department.
- B. Resolution Initiating Development Code and Master Plan Amendments Relating to Planned Unit Development (Article 106, Master Plan Categories and Regulatory Zones, Division 8, Procedures, and Land Use and Transportation Elements of the Master Plan)** – To initiate an amendment to the Washoe County Code, Chapter 110, Development Code and the Washoe County Master Plan to ensure Washoe County's approach to Planned Unit Development is consistent with the requirements of NRS 278A, Planned Development. The Development Code amendment will include changes to Article 106 Master Plan Categories and Regulatory Zones, and Division 8, Procedures. The Master Plan amendment will include changes to the Land Use and Transportation Element. Other amendments as necessary to effectuate the necessary changes and to ensure an efficient and accessible process for Planned Unit Development will also be included.
- C. Resolution Initiating a Development Code Amendment Relating to Establishment of Commissions, Boards and Hearing Examiners (Article 914, Establishment of Department)** – To initiate an amendment to Washoe County Code, Chapter 110, Development Code, at Division 8 (Procedures) and at Article 912 (Establishment of Commissions, Boards and Hearing Examiners) to regulate appeals heard by the Board of

Adjustment and appeals of decisions to the Washoe County Board of County Commissioners, and at Article 914 (Establishment of Department) concerning appeals of Director's interpretations.

Chair Edwards asked the Members if they wanted to remove any of the three Consent Items before voting on them as a "block". There were none. Commissioner Chvilicek made a motion to accept all three Consent Items. Commissioner Chesney seconded the motion which carried unanimously.

8. Planning Items and Public Hearings

Agenda Item 8A

Presentation on Regional Road Impact Fee Program – Presentation on proposed revisions and updates to the Regional Road Impact Fee, the associated Capital Improvement Program, and the required General Administration Manual. The presentation will include the establishment and duties of the State Law required Capital Improvements Advisory Committee, and staff's recommendation for the Washoe County Board of County Commissioners to appoint the Washoe County Planning Commission as that Committee. Discussion and questions of staff will follow the presentation.

Ms. Lawson reviewed her staff report dated October 23, 2014. Commissioner Whittemore said the RRIF was a 20 year program that wants a 10 year extension: who would benefit from the RRIF? Ms. Lawson indicated that some of the improvements were so large it would take more than the 20 years to develop. The economic downturn also slowed development. RTC approved the 10 year extension. Commissioner Whittemore stated that the community may be concerned the improvements that have already been approved by the Planning Commission, particularly transportation, would not be complete in a timely fashion and causes negative feedback. He believes that if the developers would make the improvements quicker, they'd get less pushback from the community on future projects. Ms. Lawson said the improvements have been made but the developer has credits. Member Chvilicek moved to acknowledge receipt of the program. Commissioner Whittemore seconded the motion which carried unanimously.

Agenda Item 8B

Informational Update on the Reno-Stead Corridor Joint Plan – Recent development within the Reno-Stead Corridor Joint Plan (RSCJP) area has generated concern and questions from surrounding residents in the Red Rock/Silver Knolls area. Many of these questions involved how development projects are reviewed in the RSCJP and whether or not joint review by Washoe County and/or a Citizen Advisory Board is required. At the request of Commissioner Sarah Chvilicek, staff will provide an overview of the RSCJP to the Washoe County Planning Commission and discuss how it is implemented.

Mr. Whitney commented on the recent restart of development projects in Washoe County and the impact it may be having in communities. Mr. Giesinger reviewed his staff report dated October 29, 2014. Commissioner Chvilicek asked about the boundaries between Washoe County and Reno. She questioned the public noticing of the surrounding area by Reno regarding a zoning and development project that is taking place in the area. Commissioner Whittemore wonders if there should be a joint review of the areas jurisdiction. He is concerned that there is confusion as residents on one side of the street are living under one set of rules as opposed to residents on the other side of the street are living under another set of rules. Commissioner Chvilicek indicated that Washoe County residence would like to be invited to

participate in decisions being made by Reno on development that would be affecting Washoe County residents who are in effect, right next door to the development but in a different jurisdiction.

Chair Edwards opened up the public comment.

John Howe who lives in Silver Knolls requested the Planning Commission take action to improve conditions resulting from a large warehouse being built east of Red Rock Road and north of Moya Blvd. He voiced his concerns regarding apparent neglect of Reno in notifying Washoe County residents of the changes they were making which has resulted in disruptions to travel on Red Rock Road including large trucks hauling dirt, rocks and mud on the road, slick pavements and passing cars being sprayed by water trucks. Red Rock Road is the only road in and out of this area.

Catherine Tangran lives in Silver Knolls area and said she was unaware that a large warehouse was going to be built in "the lake". She didn't know the L pond was going to be enclosed by construction. The construction is causing road problems. She says she wishes she'd have been notified so she could have had some input.

Chair Edwards closed public comment.

Chair Edwards spoke to the Reno-Stead Corridor Joint Plan residents and said that Reno SOI permits do not have to come before the Washoe County Planning Commission but said there is remediation available to residents who are impacted by the development in an adjacent jurisdiction. They need to make their complaints to the Reno development agency. Commissioner Chvilicek moved to acknowledge receipt of the plan and a request to staff to work to continue to insure noticing is followed as described in the joint plan, by all entities. Commissioner Chesney seconded he motion which carried unanimously.

9. Public Hearings

Agenda Item 9A

PUBLIC HEARING: Master Plan Amendment Case Number MPA14-004 (Pyramid/La Posada Commercial) – To consider a request to amend the Spanish Springs Area Plan to (1) eliminate the limitation [found in Policy SS.17.2.c] of the Spanish Springs Area Plan for the allowed amount of commercial land use acreage and; (2) change the Master Plan Category on two parcels from Suburban Residential (SR) to Commercial (C).

To reflect changes requested within this application and to maintain currency of general area plan data, administrative changes to the Spanish Springs Area Plan are proposed. These administrative changes include a revised map series with updated parcel base and updated applicable text, and other matters properly relating thereto without prejudice to the final dispensation of the proposed amendments.

AND

Regulatory Zone Amendment Case Number RZA14-007 (Pyramid/La Posada Commercial) – To consider a request to amend the regulatory zone on two parcels from Parks and Recreation (PR) to Neighborhood Commercial (NC).

- Applicant: Pyramid Urban Achievers
C/O Whittemore Law Firm
Reno NV 89501
- Property Owner: Washoe County Parks Administration

- Attn: Jennifer Budge
1001 E. 9th Street
Reno, NV 89512
- Location: Southeast corner of Pyramid Highway and La Posada Drive
 - Assessor's Parcel Numbers: 534-091-06 and 534-091-07
 - Parcel Size: ±6.4 acres and ±3.2 acres
 - Current Master Plan Category: Suburban Residential (SR)
 - Proposed Master Plan Category: Commercial (C)
 - Current Regulatory Zone: Parks and Recreation (PR)
 - Proposed Regulatory Zone: Neighborhood Commercial (NC)
 - Area Plan: Spanish Springs
 - Citizen Advisory Board: Spanish Springs
 - Development Code: Authorized in Article 820, Amendment of Master Plan and Article 821, Amendment of Regulatory Zone
 - Commission District: 4 – Commissioner Hartung
 - Section/Township/Range: a portion of Section 35, T21N, R20E, MDM Washoe County, NV
 - Prepared by: Roger D. Pelham, MPA, Senior Planner
Community Services Development
Planning and Development Division
 - Email: rpelham@washoecounty.us
 - Phone: 775.328.3622

Chair Edwards opened the public hearing; Commissioner Whittmore recused himself from Item 9A as his brother's company is bringing this item forward. He will abstain from voting on this item. Mr. Pelham reviewed his staff report dated October 17, 2014.

Chair Edwards asked if there has been any offset with parks in the neighborhood. Mr. Pelham responded, yes, there were additional ball fields built at Eagle Canyon Rd. Jen Budge with CSD, Parks Departments stated that in anticipation of selling this property, the Eagle Canyon Park, about ½ mile west, was expanded. She also stated that the funds from the sale of the park property will go back into the Parks district 2C fund and will build additional parks as soon as the sale of the park property.

Chair Edwards asked if widening of La Posada was included in the plan. Mr. Pelham explained that the current item is a rezoning case. When a development application comes to planning and development for this property, the possible traffic and road widening will be addressed at that time, when RTC reviews the application.

Chair Edwards opened public comments. The applicant's representative, Andy Durling said he felt it made sense to rezone the property as the other three corners of the intersection are "commercial". He also referred to the "traffic study" contained in the staff report for anyone with traffic questions. Chair Edwards closed public comment.

Chair Edwards move that, after giving reasoned consideration to the information in the staff report and testimony and evidence produced at the public hearing, the Washoe County Planning Commission make the following findings and, based on those findings, approve and authorize the Chair to sign Resolution Number 14-24 adopting amendments to Washoe County

Master Plan Spanish Springs Area Plan (MPA14-004) to (1) eliminate the limitation [found in Policy SS.17.2.c] of the Spanish Springs Area Plan for the allowed amount of commercial land use acreage and; (2) change the Master Plan Category on two parcels from Suburban Residential (SR) to Commercial (C) as attached hereto. Commissioner Chvilicek seconded the motion, with four members approving and one abstained.

The motion was based on the following findings:

1. The amendment will further implement and preserve the Vision and Character Statement.
2. The amendment conforms to all applicable policies of the Spanish Springs Area Plan and the Washoe County Master Plan.
3. The amendment will not conflict with the public's health, safety or welfare.
4. A feasibility study has been conducted, commissioned and paid for by the applicant, relative to municipal water, sewer and storm water that clearly identifies the improvements likely to be required to support the intensification, and those improvements have been determined to be in substantial compliance with all applicable existing facilities and resource plans for Spanish Springs by the Department of Water Resources. The Department of Water Resources will establish and maintain the standards and methodologies for these feasibility studies.
5. A traffic analysis has been conducted that clearly identifies the impact to the adopted level of service within the [unincorporated] Spanish Springs Hydrographic Basin and the improvements likely to be required to maintain/achieve the adopted level of service. This finding may be waived by the Department of Public Works for projects that are determined to have minimal impacts. The Department of Public Works may request any information it deems necessary to make this determination.
6. A market analysis has been conducted that clearly establishes a community serving trade area, provides convincing evidence of a need to increase the inventory of community-serving commercial land use opportunities, and demonstrates no negative impact on the qualitative jobs/housing balance in the Spanish Springs planning area (i.e. the relationship between anticipated employment types/wages and housing costs).
7. The proposed amendment is in substantial compliance with the policies and action programs of the Master Plan.
8. The proposed amendment will not result in land uses which are incompatible with (existing or planned) adjacent land uses, and will not adversely impact the public health, safety or welfare.
9. The proposed amendment identifies and responds to changed conditions or further studies that have occurred since the plan was adopted by the Board of County Commissioners, and the requested amendment represents a more desirable utilization of land.
10. There are or are planned to be adequate transportation, recreation, utility and other facilities to accommodate the uses and densities permitted by the proposed amendment.

11. The proposed amendment promotes the desired pattern for the orderly physical growth of the County and guides the development of the County based on the projected population growth with the least amount of natural resource impairment and the efficient expenditure of funds for public services.
12. The proposed amendment will not affect the location, purpose and mission of the military installation.

Commissioner Chvilicek moved that after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Planning Commission recommends adoption of the proposed Regulatory Zone Amendment having made all of the following findings in accordance with Washoe County Development Code Section 110.821.15 and having made the findings in accordance with the Spanish Springs Area Plan. I further move to authorize the Chair to sign Resolution Number 14-25 on behalf of the Planning Commission. Commissioner Chesney seconded the motion, with four commissioners approving and one abstaining.

The motion was based on the following findings:

1. The proposed amendment is in substantial compliance with the policies and action programs of the Master Plan and the Regulatory Zone Map.
2. The proposed amendment will provide for land uses compatible with (existing or planned) adjacent land uses, and will not adversely impact the public health, safety or welfare.
3. The proposed amendment responds to changed conditions or further studies that have occurred since the plan was adopted by the Board of County Commissioners, and the requested amendment represents a more desirable utilization of land.
4. There are or are planned to be adequate transportation, recreation, utility, and other facilities to accommodate the uses and densities permitted by the proposed amendment.
5. The proposed amendment will not adversely affect the implementation of the policies and action programs of the Washoe County Master Plan.
6. The proposed amendment will promote the desired pattern for the orderly physical growth of the County and guides development of the County based on the projected population growth with the least amount of natural resource impairment and the efficient expenditure of funds for public services.
7. The proposed amendment will not affect the location, purpose and mission of the military installation.
8. A feasibility study has been conducted, commissioned and paid for by the applicant, relative to municipal water, sewer and storm water that clearly identifies the improvements likely to be required to support the intensification, and those improvements have been determined to be in substantial compliance with all applicable existing facilities and resource plans for Spanish Springs by the Department of Water

Resources. The Department of Water Resources will establish and maintain the standards and methodologies for these feasibility studies.

9. A traffic analysis has been conducted that clearly identifies the impact to the adopted level of service within the [unincorporated] Spanish Springs Hydrographic Basin and the improvements likely to be required to maintain/achieve the adopted level of service. This finding may be waived by the Department of Public Works for projects that are determined to have minimal impacts. The Department of Public Works may request any information it deems necessary to make this determination.
10. For proposals to establish or intensify commercial land uses, a market analysis has been conducted that clearly establishes a community serving trade area, provides convincing evidence of a need to increase the inventory of community-serving commercial land use opportunities, and demonstrates no negative impact on the qualitative jobs/housing balance in the Spanish Springs planning area (i.e. the relationship between anticipated employment types/wages and housing costs).

Agenda Item 9B

Note: Commissioner Whittemore is back participating as a Commission Member

Public Hearing: Regulatory Zone Amendment Case Number RZA14-004 (Autumn Trail) – To consider recommendation of a proposed amendment to the Regulatory Zone Map and Regulatory Zone within the Spanish Springs Planning Area; and, if approved, forward to the Board of County Commissioners for adoption. The proposed amendment will re-designate ±6 acres of a ±47.6 acre parcel from a regulatory zone of Low Density Suburban (LDS) to Medium Density Suburban (MDS). The proposed Regulatory Zone Amendment would increase the total density of the subject ±47.6 acre parcel by 12 residential dwelling units. To reflect requested changes and to maintain currency of general planning area data, administrative changes are proposed and include a revised map with updated parcel base, and other matters properly relating thereto without prejudice to the final dispensation of the proposed amendments.

- Applicant/Owner: Pinnacle Land Holdings, LLC
- Location: 0 Hayfield Drive
- Assessor's Parcel No: 534-420-08
- Parcel Size: ±47.608 acres
- Master Plan Category: Suburban Residential (SR)
- Adopted Regulatory Zone: Low Density Suburban (LDS)
- Proposed Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 821, Amendment of Regulatory Zone and Article 608, Subdivision Regulations
- Commission District: 4 – Commissioner Hartung
- Section/Township/Range: Within Section 25, T21N, R20E, MDM Washoe County, NV
- Prepared by: Trevor Lloyd - Senior Planner Washoe County Community Services Department

- Email: tlloyd@washoecounty.us
- Phone: 775.328.3620

Mr. Lloyd requested that the Commission allow him to present Item 9B and 9C together but vote on the items separately. Mr. Lloyd reviewed his staff report dated October 24, 2014 and October 22, 2014, respectively.

Chair Edwards asked Mike Vicks, the Applicant's Representative, why there would be building in the common area. Mr. Vicks indicated that the common area would be the same as the previous subdivision map, the added lots would come from dividing previously larger lots to smaller lots. Adding that the divided lots would still be the same size or larger than the existing lots.

Commissioner Chesney said that he thought it fit in with the surrounding development.

Chair Edwards closed public comment as there was none.

Commissioner Whittemore moved that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, I move to approve Regulatory Zone Amendment Case Number RZ14-004, having made all of the following findings in accordance with Washoe County Development Code Section 110.821.15, and to adopt the resolution contained in Exhibit A recommending that the Washoe County Board of County Commissioners adopt the Regulatory Zone Amendment. I further move to authorize the Chair to sign the resolution contained in Exhibit A on behalf of the Washoe County Planning Commission. Commissioner Chesney seconded the motion which carried unanimously.

1. The proposed amendment is in substantial compliance with the policies and action programs of the Master Plan and the Regulatory Zone Map.
2. The proposed amendment will provide for land uses compatible with (existing or planned) adjacent land uses, and will not adversely impact the public health, safety or welfare.
3. The proposed amendment responds to changed conditions or further studies that have occurred since the plan was adopted by the Board of County Commissioners, and the requested amendment represents a more desirable utilization of land.
4. There are or are planned to be adequate transportation, recreation, utility, and other facilities to accommodate the uses and densities permitted by the proposed amendment.
5. The proposed amendment will not adversely affect the implementation of the policies and action programs of the Washoe County Master Plan.
6. The proposed amendment will promote the desired pattern for the orderly physical growth of the County and guides development of the County based on the projected population growth with the least amount of natural resource impairment and the efficient expenditure of funds for public services."

Agenda Item 9C

PUBLIC HEARING: Tentative Subdivision Map Case Number TM14-002 (Autumn Trails) – Possible approval of a Tentative Subdivision Map to develop a 43 lot, single-family residential, common open space subdivision. Lots will range in size from 21,451 to 58,393 square feet, and the common open space area will be approximately 12.3 acres.

- Applicant/Property Owner: Pinnacle Land Holdings, LLC
- Address/Location: 0 Hayfield Drive
- Assessor's Parcel Number: 534-420-08
- Parcel Size: ±47.608 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 608, Tentative Subdivision Maps and Article 408, Common Open Space Development

- Commission District: 4 – Commissioner Hartung
- Section/Township/Range: Within Section 25, T21N, R20E, MDM Washoe County, NV

- Prepared by: Trevor Lloyd - AICP, Senior Planner
Planning and Development Division
Washoe County Community Services
Department

- Email: tlloyd@washoecounty.us
- Phone: 775.328.3620

Chair Edwards opened public comment and closed public comment as there was none.

Commissioner Whittemore 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 approve Tentative Subdivision Map Case Number TM14-002 for Pinnacle Land Holdings, LLC, with the Conditions attached as Exhibit A of the staff report, having made all ten findings in accordance with Washoe County Development Code Section 110.608.25. Commissioner Chesney seconded the motion which carried unanimously.

- 1) Plan Consistency. That the proposed map is consistent with the Master Plan and the Spanish Springs Area Plan;
- 2) Design or Improvement. That the design or improvement of the proposed subdivision is consistent with the Master Plan and any specific plan;
- 3) Type of Development. That the site is physically suited for the type of development proposed;
- 4) Availability of Services. That the subdivision will meet the requirements of Article 702, Adequate Public Facilities Management System;
- 5) Fish or Wildlife. That neither the design of the subdivision nor any proposed improvements is likely to cause substantial environmental damage, or substantial and avoidable injury to any endangered plant, wildlife or their habitat;
- 6) Public Health. That the design of the subdivision or type of improvement is not likely to cause significant public health problems;

- 7) Easements. That the design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through, or use of property within, the proposed subdivision;
- 8) Access. That the design of the subdivision provides any necessary access to surrounding, adjacent lands and provides appropriate secondary access for emergency vehicles;
- 9) Dedications. That any land or improvements to be dedicated to the County is consistent with the Master Plan; and
- 10) Energy. That the design of the subdivision provides, to the extent feasible, for future passive or natural heating or cooling opportunities in the subdivision."

10. Chair and Commission Items

A. Report on previous Planning Commission items

None

B. Future agenda items and staff reports

Chair Edwards requested a report or review on traffic issues at Pyramid Way and La Posada Blvd. saying it would help the Commissioners make better decisions for growth in the future. Mr. Webb will ask RTC to a presentation on future traffic plans in all areas.

11. *Director's Items

None

A.*Legal information and updates

None

12. *Public Comment

None

13. Adjournment

Commissioner Chvilicek moved to adjourn with Commissioner Chesney's second. The meeting adjourned at 8:41 p.m.

Respectfully submitted,



Donna Fagan, Recording Secretary

Approved by Commission in session on March 3, 2015.



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