



# WASHOE COUNTY PLANNING COMMISSION Notice of Meeting and Agenda

## Planning Commission Members

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

Tuesday, June 7, 2016  
6:30 p.m.

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

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## PUBLIC HEARING ITEMS SCHEDULED ON THIS AGENDA

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

- **Development Code Amendment Case Number DCA16-002**
- **Tentative Map Case Number TM16-003 (Incline Creek Estates Phase 2)**

**Items for Possible Action.** All numbered or lettered items on this agenda are hereby designated for possible action as if the words “for possible action” were written next to each item (NRS 241.020), except for items marked with an asterisk (\*). Those items marked with an asterisk (\*) may be discussed but action will not be taken on them.

**Possible Changes to Agenda Order and Timing.** Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting, moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

**Public Comment.** During the “General Public Comment” items listed below, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during public hearing and planning items that are *not* marked with an asterisk (\*). Any public comment for hearing and planning items will be heard before action is taken on the item and must be about the specific item being considered by the Commission. In order to speak during any public comment, each speaker must fill out a “Request to Speak” form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations, five minutes for a speaker representing a group, and three minutes for individual speakers unless extended by questions from the Commission or by action of the Chair. Comments are to be directed to the Commission as a whole and not to one individual.

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

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

**Posting of Agenda; Location of Website.** In accordance with NRS 241.020, this agenda has been posted at: <https://notice.nv.gov>, (i) Washoe County Administration Building (1001 E. 9th Street); (ii) Washoe County Courthouse (Court and Virginia Streets); (iii) Washoe County Library (301 South Center Street); and (iv) Sparks Justice Court (1675 East Prater Way, Suite 107).

**How to Get Copies of Agenda and Support Material.** Copies of this agenda and supporting materials may be obtained on the Planning and Development Division website ([http://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/planning\\_commission/index.php](http://www.washoecounty.us/csd/planning_and_development/board_commission/planning_commission/index.php)) or at the Planning and Development Division Office (contact Katy Stark, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3618, e-mail [krstark@washoecounty.us](mailto:krstark@washoecounty.us)). If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Support material is available to the public at the same time it is distributed to Planning Commissioners. If material is distributed at a meeting, it is available within one business day after the meeting.

**Special Accommodations.** The facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g. sign language interpreters or assisted listening devices) at the meeting should notify the Washoe County Planning and Development Division, at 775.328.6100, two working days prior to the meeting.

**Appeal Procedure.** Most decisions rendered by the Planning Commission are appealable to the Board of County Commissioners. If you disagree with the decision of the Planning Commission and you want to appeal its action, call the Planning staff immediately at 775.328.6100. You will be informed of the appeal procedure, and application fee. Appeals must be in writing and must be delivered to the Planning and Development Division within 10 calendar days from the date that the decision being appealed is signed by the Planning Commission Chair and/or the Secretary to the Planning Commission, filed with the Secretary to the Planning Commission, and mailed to the original applicant in the proceeding being appealed, in accordance with Washoe County Code.

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**6:30 p.m.**

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

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

6. **Possible Action to Approve Agenda**
7. **Possible Action to Approve [May 3, 2016 Draft Minutes](#)**
8. **Public Hearings**

**A. [Development Code Amendment Case Number DCA16-002](#)** – Hearing, discussion, and possible action to amend Washoe County Code Chapter 110 (Development Code) to clarify when an accessory structure or use may be constructed on a parcel without a main structure or use. The amendment focuses on circumstances where the subject parcel is adjacent to a parcel with an established main structure or use and when both parcels are

under the same ownership. The amendment includes updates to the following sections of the Development Code:

- Article 306, Accessory Uses and Structures, Section 110.306.15, *Main Structures Required* – to identify the circumstances under which an accessory structure or use may be established on a parcel without an existing main structure or use.
  - Article 410, Parking and Loading, Section 110.410.20, *Location of Required Parking Spaces* – to clarify that a dwelling’s required garage may only be located on an adjoining lot if it also meets the requirements of Section 110.306.15.
  - Article 902, Definitions, Section 110.902.15, *General Definitions* – to update definitions for “Detached accessory structure,” “Lot” and “Parcel of land” to better reflect the clarifications identified above.
- Prepared by: Kelly Mullin, Planner  
Washoe County Community Services Department  
Planning and Development Division
  - Phone: 775.328.3608
  - E-Mail: [kmullin@washoecounty.us](mailto:kmullin@washoecounty.us)

**B. Tentative Map Case Number TM16-003 (Incline Creek Estates Phase 2)** – Hearing, discussion, and possible action to approve a common open space subdivision with zero lot line setbacks that will include dividing a ±1.68 acre parcel into 10 single family lots and one common open space lot.

- Applicant/ Property Owner: NCP/ICP, LLC.
- Location: 800 College Drive
- Assessor’s Parcel Numbers: 129-280-21; 129-290-02
- Parcel Size: 1.68
- Master Plan Category: Urban Residential (UR)
- Regulatory Zone: Low Density Urban (LDU)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Article 608 (Tentative Subdivision Maps) and Article 408 (Common Open Space Development)
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Section 10, T16N, R18E, MDM, Washoe County, NV
- Prepared by: Trevor Lloyd, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3620
- E-Mail: [tlloyd@washoecounty.us](mailto:tlloyd@washoecounty.us)

## 9. Planning Items

- A. Discussion and possible action to review and confirm the following order of alternates** selected to represent the Washoe County Planning Commission (PC) on the Truckee Meadows Regional Planning Commission (RPC) in the event the regularly appointed PC members are unavailable to serve: First Alternate, Phillip Horan; Second Alternate, Gregory Prough; Third Alternate, Thomas Daly; and Fourth Alternate, Francine Donshick; and further, to direct the Planning Commission Secretary to transmit the list of

confirmed alternates to the Washoe County Board of Commissioners (Board) and to the Executive Director of the Truckee Meadows Regional Planning Agency (TMRPA).

- B. Possible action to approve a resolution of Appreciation of Service for Roger Edwards and to authorize the chair to sign the resolution on behalf of the Planning Commission.

**10. Chair and Commission Items**

- \*A. Future agenda items
- \*B. Requests for information from staff

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

- \*A. Report on previous Planning Commission items
- \*B. Legal information and updates

**12. \*General Public Comment**

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

**13. Adjournment**