Subject: Special Use Permit Case Number SW13-001
Applicant: The Springs Evangelical Lutheran Church
Agenda Item Number: 6A
Summary: Review of design standards
Prepared by: Roger Pelham, Senior Planner
Washoe County Community Services Department
Planning and Development Division
Phone: 775.328.3622
E-Mail: rpelham@washoecounty.us

Description

Special Use Permit Case Number SW13-001 – Hearing, discussion and possible action to approve the landscaping and design plans for Special Use Permit Case Number SW13-001 involving the construct and operation of a Lutheran Church (Religious Assembly Use Type). The church building is proposed to be approximately 6000 square feet in size.

- Applicant/Property Owner: The Springs Lutheran Church, 150 Isidor Court, Sparks, NV 89441
- Location: The parcel is located between Pyramid Highway and Rockwell Boulevard approximately 1,100 feet north of its intersection with La Posada Drive. It is also located directly adjacent to and north of the SaveMart shopping center.
- Assessor’s Parcel Number: 534-071-05
- Parcel Size: 2.62 Acres
- Master Plan Category: Suburban Residential
- Regulatory Zone: Low Density Suburban
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Article 810 Special Use Permits and Article 302 Allowed Uses
- Commission District: 4 – Commissioner Hartung
- Section/Township/Range: Section 35, T21N, R20E, MDM, Washoe County, NV
DESIGN REVIEW COMMITTEE / LANDSCAPING REVIEW

f. Prior to any ground disturbing activity, the applicant shall submit a landscaping/architectural design plan to the Planning and Development Division for review and approval by the Design Review Committee. Said plan shall address, but not be limited to: type and color of building materials

• general architectural design
• parking
• parking lot circulation and striping
• signage
• exterior lighting
• fencing
• fencing materials for the northern property line shall be chain link with privacy slats.
• trash enclosures
• landscaping material (if plant material: type, size at time of planting, maturation size at full growth, period of time between planting and full growth)
• landscaping location
• landscaping irrigation system, and financial assurances that landscaping will be planted and maintained.

g. A certification letter or series of letters by a registered landscape architect or other persons permitted to prepare landscaping and irrigation plans pursuant to N.R.S. 623A shall be submitted to and approved by the Planning & Development Division. The letter(s) shall certify that all applicable landscaping provisions of Articles [408, 410 and 412] of the Development Code have been met. Any landscaping plans and the letter shall be wet-stamped. The letter shall indicate any provisions of the code that the Director of the Planning and Development Division has waived.

h. 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 Planning & Development Division, prior to a Certificate of Occupancy. The plan shall be wet-stamped.

i. The side of the existing concrete-block wall on the southern property line, that faces the proposed church, shall be painted one solid, neutral-tone color to match the proposed church building.

j. Any parking areas shown on the proposed plan shall be constructed prior to Certificate of Occupancy or final inspection for of the proposed church building.

k. All exterior lighting shall be shielded such that light is emitted downward only.

Applicant/Property Owner: The Springs Evangelical Lutheran Church, Attn: Paul Cox, 150 Isidor Ct, Ste. 203, Sparks, NV 89441

Professional Consultant: Tectonics Design Group, Attn: Barrett Donovan, 10451 Double R Boulevard, Reno, NV 89521
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**

<table>
<thead>
<tr>
<th>Project Name:</th>
<th>Staff Assigned Case No.:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Springs Lutheran Church</td>
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**Project Description:** Construction of a new 6,000 square foot Lutheran Church on a 2.62 acre vacant parcel located on Rockwell Blvd north of LaPosada Drive.

**Project Address:** 470 Rockwell Blvd

**Project Area (acres or square feet):** 2.62 Acres

**Project Location (with point of reference to major cross streets AND area locator):**
Approximately 1,200 feet north of the centerline of LaPosada Drive & Rockwell Blvd in Spanish Springs.

<table>
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<tr>
<th>Assessor's Parcel No.(s):</th>
<th>Parcel Acreage:</th>
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<th>Parcel Acreage:</th>
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<tr>
<td>534-071-05</td>
<td>2.62 ac.</td>
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**Section(s)/Township/Range:** A portion of Section 35, T. 21 N. R. 20 E.

**Indicate any previous Washoe County approvals associated with this application:**
Case No.(s): SW13-001

**Applicant Information** (attach additional sheets if necessary)

<table>
<thead>
<tr>
<th>Property Owner:</th>
<th>Professional Consultant:</th>
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</thead>
<tbody>
<tr>
<td>Name: Springs Evangelical Lutheran Church</td>
<td>Name: Tectonics Design Group</td>
</tr>
</tbody>
</table>

**Address:** 150 Isidor Ct Suite 203

**Sparks, NV** Zip: 89441

**Phone:** (775) 425-2202 **Fax:** 775-425-2237

**Email:** paul.village@sbcglobal.net

**Cell:** (775) 622-7018 **Other:**

**Contact Person:** Paul Cox

**Applicant/Developer:**

<table>
<thead>
<tr>
<th>Name: The Springs Lutheran Church</th>
<th>Other Persons to be Contacted:</th>
</tr>
</thead>
</table>

**Address:** 150 Isidor Court

**Sparks, NV** Zip: 89441

**Phone:** (775)425-2202 **Fax:** 775-425-2237

**Email:** paul.village@sbcglobal.net

**Cell:** (775) 622-7018 **Other:**

**Contact Person:** Paul Cox

**For Office Use Only**

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<thead>
<tr>
<th>Date Received:</th>
<th>Initial:</th>
<th>Planning Area:</th>
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<td>3/25/16</td>
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**County Commission District:**

**CAB(s):**

**Master Plan Designation(s):**

**Regulatory Zoning(s):**

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*February 2014*
Planning Commission Action Order
Amendment of Conditions Case Number AC15-006 for
Special Use Permit Case Number SW13-001

Decision: Approval with Amended Conditions

Decision Date: February 2, 2016

Mailing/Filing Date: February 5, 2016

Property Owner: The Springs Lutheran Church
150 Isidor Court, Suite 203
Sparks, NV 89441

Assigned Planner: Roger Pelham, MPA, Senior Planner
Washoe County Community Services Department
Planning and Development Division
Phone: 775.328.3622
E-Mail: rpelham@washoe县政府.us

Amendment of Conditions Case Number AC15-006 (The Springs Lutheran Church) –
Hearing, discussion, and possible action to approve a two-year extension of time to obtain all
required building permits for the approved Special Use Permit (case number SW13-001) which
allowed the construction and operation of a Lutheran Church (Religious Assembly Use Type).
The church building is proposed to be approximately 5000 square feet in size.

- Applicant: The Springs Lutheran Church, 150 Isidor Court, Sparks, NV 89441
- Property Owner: The Springs Lutheran Church, 150 Isidor Court, Sparks, NV 89441
- Location: The parcel is located between Pyramid Highway and Rockwell Boulevard approximately 1,100 feet north of
  its intersection with La Posada Drive. It is also located directly adjacent and to, and north of the SaveMart
  shopping center.
- Assessor’s Parcel No: 534-071-05
- Parcel Size: 2.62 Acres
- Master Plan Category: Suburban Residential
- Regulatory Zone: Low Density Suburban
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Article 810 Special Use Permits and Article 302
  Allowed Uses
- Commission District: 4 – Commissioner Hartung
- Section/Township/Range: Section 35, Township 21 North, Range 20 East

Notice is hereby given that the Washoe County Planning Commission granted approval with
amended conditions of the above referenced case number based on the findings in accordance
with Washoe County Development Code Article 810, Special Use Permit. If no appeals have
been filed within 10 calendar days after the Mailing/Filing date shown on this Action Order, the
approval by the Washoe County Planning Commission is final. If filed, an appeal stays any further action on the permit until final resolution of the appeal. An appeal shall be filed in accordance with the provisions found in Article 912 of the Washoe County Development Code.

This decision is based on 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 Spanish Springs 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 a church, and for the intensity of such a development.

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.

This Action Order is issued subject to the attached amended conditions and Washoe County development standards. Please contact the planner assigned to your project at the above-referenced phone number within seven days of receipt of this Order to review the steps necessary to satisfy the Amended Conditions of Approval. Any business license, certificate of occupancy or final approval shall not be issued until all of the Amended 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 any development, to include building construction and grading, without the required permits from the Washoe County Building and Safety Division.**

Washoe County Community Services Department
Planning and Development Division

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

CRW/RP/ks

xc:

Applicant: The Springs Lutheran Church, Attn: Paul Cox, 150 Isidor Court, Suite 203, Sparks, NV 89441
To: The Springs Lutheran Church
Subject: AC15-006
Date: February 5, 2016
Page: 3

Property Owner: The Springs Lutheran Church, Attn: Paul Cox, 150 Isidor Court, Suite 203, Sparks, NV 89441

Representative: Tectonics Design Group, Attn: Barrett Donovan, 10451 Double R Boulevard, Reno, NV 89521

Action Order xc: Nathan Edwards, District Attorney’s Office; Keirsten Beck, Assessor’s Office (CAAS); Josh Wilson, Assessor’s Office; John Cella, Utilities; Leo Vesely, Engineering Division; Amy Ray, Truckee Meadows Fire Protection District; Regional Transportation Commission, Attn: Debra Goodwin; Spanish Springs Citizen Advisory Board, Chair.
Amended Conditions of Approval
Amendment of Conditions Case Number AC15-006 for Special Use Permit Case Number SW13-001

The project approved under Amendment of Conditions Case Number AC15-006 for Special Use Permit Case Number SW13-001 shall be carried out in accordance with the Amended Conditions of Approval granted by the Planning Commission on February 2, 2016. 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 Planning & Development Division.

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.

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.

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 Division

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

Contact Name – Roger Pelham, 775.328.3622, rpelham@washoeCounty.us

a. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit. The Planning & Development Division shall determine compliance with this condition.

b. The applicant shall submit complete construction plans and building permits shall be issued within four 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 Planning & Development Division. [amended by Planning Commission on 2/2/2016]

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. The required screening fence/wall on the north side of the project site shall be at least six feet in height and not greater than eight feet in height and shall be constructed of chain link fencing with slats. The color of the wall shall match the proposed church building. The required screening wall shall extend the entire length of the common property line.

e. 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.

f. Prior to any ground disturbing activity, the applicant shall submit a landscaping/architectural design plan to the Planning & Development Division for review and approval by the Design Review Committee. Said plan shall address, but not be limited to:

• type and color of building materials
• general architectural design
• parking
• parking lot circulation and striping
• signage
• exterior lighting
• fencing
• fencing materials for the northern property line shall be chain link with privacy slats.
• trash enclosures
• landscaping material (if plant material: type, size at time of planting, maturation size at full growth, period of time between planting and full growth)
• landscaping location
• landscaping irrigation system, and financial assurances that landscaping will be planted and maintained.

g. A certification letter or series of letters by a registered landscape architect or other persons permitted to prepare landscaping and irrigation plans pursuant to N.R.S. 623A shall be submitted to and approved by the Planning & Development Division. The letter(s) shall certify that all applicable landscaping provisions of Articles [408, 410 and 412] of the Development Code have been met. Any landscaping plans and the letter shall be wet-stamped. The letter shall indicate any provisions of the code that the Director of the Planning and Development Division has waived.

h. 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 Planning & Development Division, prior to a Certificate of Occupancy. The plan shall be wet-stamped.

i. The side of the existing concrete-block wall on the southern property line, that faces the proposed church, shall be painted one solid, neutral-tone color to match the proposed church building.

j. Any parking areas shown on the proposed plan shall be constructed prior to Certificate of Occupancy or final inspection for of the proposed church building.

k. All exterior lighting shall be shielded such that light is emitted downward only.

l. The following Operational Conditions shall be required for the life of the development:

1. This special use permit shall remain in effect until or unless it is revoked or is inactive for one year.

2. Failure to comply with the Conditions of Approval shall render this approval null and void. Compliance with this condition shall be determined by the Planning & Development Division.

3. The applicant and any successors shall direct any potential purchaser/operator of the site and/or the special use permit to meet with
Washoe County Conditions of Approval

the Planning & Development Division 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 Planning & Development Division of the name, address, telephone number, and contact person of the new purchaser/operator within 30 days of the final sale.

**Washoe County Engineering and Capital Projects Division**

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

**Contact Name** – John Cell, 755.954.4656, jcella@washoeCounty.us

   a. The applicant shall dedicate necessary water rights prior to issuance of the building permit. The dedication of water rights shall be in accordance with Article 422, the Spanish Springs Area Plan. Water rights must be in good standing with the State of Nevada Division of Water Resources and the point of diversion, place and manner of use must be acceptable to the DWR.

   b. Landscape plans shall be submitted to the Community Services Department (CSD) for review of the additional Water Rights to be dedicated.

   c. All fees shall be paid in accordance with Washoe County Ordinance prior to release of building permit.

   d. Improvement plans shall be submitted and approved by CSD prior to issuance of building permit. They shall be in compliance with Washoe County Design Standards, NAC445A, and be designed by a Professional Engineer licensed to practice in the State of Nevada.

   e. CSD approved improvement plans shall be used for the new water and sewer services, and CSD will be responsible for the inspection of the new water and sewer services.

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

**Contact Name** – Leo Vesely, 755.325.8032, lvesely@washoeCounty.us

   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. A hydrology/hydraulic report prepared by a registered engineer shall be submitted to the Engineering Division for review and approval. The report shall include the locations, points of entry and discharge, flow rates and flood limits of all 5- and 100-year storm flows impacting both the site and offsite areas and the methods for handling those flows. The report shall include all storm drain pipe
and ditch sizing calculations and a discussion of and mitigation measures for any
impacts on existing offsite drainage facilities and properties.

c. Any increase in storm water runoff resulting from the development of the site
shall be detained on site to the satisfaction of the County Engineer.

d. The owner/applicant shall obtain from the Nevada Division of Environmental
Protection a Stormwater Discharge Permit for construction and submit a copy to
the Engineering Division prior to issuance of a grading permit.

e. The owner/applicant shall complete and submit the Construction Permit
Submittal Checklist, the Performance Standards Compliance Checklist and pay
the Construction Stormwater Inspection Fee prior to obtaining a grading permit.
The County Engineer shall determine compliance with this condition.

f. A grading bond of $2,000/acre of disturbed area shall be provided to the
Engineering Division prior to issuance of a grading permit.

g. The applicant/owner shall provide pretreatment for petrochemicals and silt for all
storm drainage from the site to the satisfaction of the County Engineer.

h. All disturbed areas left undeveloped for more than 30 days shall be treated with a
dust palliative. Disturbed areas left undeveloped for more than 45 days shall be
revegetated. Methods and seed mix must be approved by the County Engineer
with technical assistance from the Washoe-Storey Conservation District.

Washoe County Health District

4. The following conditions are requirements of the Health District, which shall be
responsible for determining compliance with these conditions. The District Board of
Health has jurisdiction over all public health matters in the Health District. Any
conditions set by the Health District must be appealed to the District Board of Health.

Contact Name – Charlene Albee, 775.784.7211, calbee@wsahoeccounty.us

   a. An Air Quality Dust Control permit is required prior to approval of construction
permits.

Truckee Meadows Fire Protection District

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

Contact Name – Amy Ray, 775.326.6005, aray@tmfpd.us

   a. This project shall meet all the requirements of Washoe County Code Chapter 60.

   b. Access to the building and property shall be in accordance with Washoe County
Code Chapter 60. Modifications to the current site plan may be required to meet
required access to the building and property.

   c. Water for fire suppression and an automatic fire suppression and alarm system
shall be provided for the building in accordance with Washoe County Code
Chapter 60. Fire hydrant, FDC and PIV locations shall be approved by TMFPD prior to installation.

*** End of Conditions ***
Property Owner Affidavit

Applicant Name: The Springs Lutheran Church

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, or that the application is deemed complete and will be processed.

STATE OF NEVADA
COUNTY OF WASHOE

Allen C. Culoris
(please print name)

being duly sworn, deposes and says 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): 534-071-05

Printed Name: Allen C. Culoris

Signed: Allen C. Culoris

Address: 150 1500th St., Sparks, NV

Subscribed and sworn to before me this 24 day of March, 2016

(Notary Stamp)

David Krench
Notary Public in and for said county and state

My commission expires: 1-12-19

*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

February 2014
<table>
<thead>
<tr>
<th>TYPE</th>
<th>PANEL</th>
<th>DESIGN</th>
<th>DESCRIPTION AND MANUFACTURER</th>
</tr>
</thead>
</table>
| 1    | 3     |        | 400W 4L Photoflux DLX/6000, 200V, 190W, 50Hz, in 3D Lighting |}

**LIGHTING CONTROL NOTES**

- Control system for lighting shall be compatible with the building automation system.
- All lighting fixtures shall be controlled through a central control panel.
- Emergency lighting shall be automatically activated upon power failure.
- Dimming capabilities shall be provided for all general lighting fixtures.
- All lighting fixtures shall be equipped with motion sensors for energy efficiency.
- Lighting controls shall be accessible from all points of use within the building.

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**TECHNICAL DESIGN GROUP**

- All electrical systems shall comply with local and national codes.
- Electrical plans and specifications provided by Technical Design Group.
- All electrical equipment shall be UL listed and listed by ETL.
- Electrical panel schedules provided by Technical Design Group.

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**ENGINEERING**

- Electrical engineering plans and specifications provided by Technical Design Group.
- All electrical systems shall comply with local building codes.
- Electrical panels and wiring shall be installed in accordance with National Electrical Code (NEC).
- Electrical panel schedules provided by Technical Design Group.

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**FLOOR PLAN**

- Floor plans provided by Technical Design Group.
- All floor plans shall be drawn to scale.
- All floor plans shall be labeled with room numbers and purpose.
- All floor plans shall be provided to the client for review.

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**E0.4**

- All electrical systems shall be designed and installed by a licensed electrician.
- Electrical systems shall be tested and certified by a licensed third-party inspector.
- All electrical equipment shall be installed in accordance with National Electrical Code (NEC).
- Electrical panel schedules provided by Technical Design Group.