



Incline Village Crystal Bay Citizens 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 Incline Village Crystal Bay Citizens Advisory Board meeting held at Incline Village General Improvement District, 893 Southwood Blvd, Incline Village, NV 89451 on March 28, 6:00 P.M.

1. ***CALL TO ORDER/ PLEDGE OF ALLEGIANCE** – Pete Todoroff called the meeting to order at 6:00 P.M..

2. ***ROLL CALL/DETERMINATION OF A QUORUM** - Pete Todoroff; Gerry Eick, Tom Cardinale (Alternate for Kevin Lyons); Mike Sullivan (Alternate for Andrew Wolfe), Judy Miller. A quorum was determined.

Absent: Wolf, Andrew (excused); Kevin Lyons

3. ***PUBLIC COMMENT** –

Wayne Ford said he is here as concerned citizen about what he has observed at the 76 station. He said he is waiting on a report of violation. It's the sub pump stations receiving water. There are multiple reports from Washoe County Health and it's been denied. On 2/16, a gas line to a pump was out of service; a part was broken and gas flowed into the containment. That tank was used to pump as people used the station. A month later, he said he observed people putting down kitty litter to contain spilt water with gas. He said he was told it was spilt by someone overflowing their gas tank. It took over an hour to contain the spilt gas. That handle was taken out of service the next day. The right tank has been taken out of service. He said he hopes the EPA gets involved. We already had three in town and we don't want another one.

Dave McClellan, Interim Battalion Fire Chief gave an update. Fire Chief Michael Brown retired and the new Fire Chief is Ryan Sommers.

4. **APPROVAL OF THE AGENDA FOR THE MEETING OF MARCH 28, 2016** – Gerry Eick moved to approve the agenda for the meeting of **MARCH 28, 2016** with a correction to item 5. It should say September 28, 2015, not 2016. Mike Sullivan seconded the motion to approve the agenda with proposed changes. The motion passed unanimously.

5. **APPROVAL OF THE MINUTES FOR THE SPECIAL MEETING OF SEPTEMBER 28, 2015** – Gerry Eick made a motion to approve the minutes from the meeting of **SEPTEMBER 28, 2015**. Pete Todoroff seconded the motion to approve the minutes. The motion passed unanimously.

6. ***PUBLIC OFFICIAL REPORTS**

A. ***Washoe County Commissioner** - Commissioner Marsha Berkbigler was unable to attend. Commissioner Berkbigler may be reached at 775-328-2005 or mberkbigler@washoecounty.us.

7. **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:
http://www.washoecounty.us/comdev/da/da_index.htm.

A. **Variance Case Number VA16-001 (Collins)** – Request for community feedback, discussion and possible action to approve a variance reducing the rear yard setback from 20-feet to 2.5-feet for an addition to the existing residence. (This item is for possible action by the CAB.)

Applicant/Property Owner: Elise Fett & Associates, Ltd./Owner: Susan M. Collins Trust Location: 506 McDonald Drive, at the southeast corner of its intersection with McCourry Boulevard in Incline Village.

APN: 124-071-01 Staff: Kelly Mullin, 775-328-3608, kmullin@washoecounty.us

Reviewing Body: This case is tentatively scheduled to be heard by the Board of Adjustment on April 7, 2016

Elise Fett explained the reason for the variance:

When they purchased the property the garage and driveway were non-conforming and they made it conforming.

It's a split level house; existing garage, bedrooms below and above. No living level with the living room and kitchen. The trees make the narrow and steep driveway. The area is shaded which makes it difficult in the winter. They would like no step at the front door and to reduce the slope. The owners received approval from the neighbors. They are in the process working with the neighbors on an approval letter. She said they are going to do a story to show what is being proposed. Elise showed the map the height of the property compared to the neighbors. And she showed one of the corners will be

recessed 4 feet. Elise explained if they did it as a detached garage, they wouldn't have to do a variance with a breezeway. The issues with that, they still can't do a front yard setback; and aren't allowed to do as a planning consideration, and would still have a 5 feet set back. She said their goal is to make it attractive, reasonable, and functional. The building height calculation: she said you could be 4 feet taller than the proposed peak, and will be looking over the roof from the neighbors' yard. She said the roof is low and simple. Gerry Eick asked for clarification regarding the rear yard setback from 20 to 2.5ft. he said she has address front and side, but not backyard. Elise said it's considered the area on the parcel is considered the rear. Gerry asked about the existing corner. Elise said its consistency. There is already a corner on the property with a previous variance about the distance of the variance set back. Pete Todoroff asked about the driveway. Elise showed the existing driveway; it will be re-vegetated and sunk into the ground. Mike Sullivan asked about the drainage. Elise showed on the map with the drainage and retaining wall.

MOTION: Judy Miller moved to approve application Variance Case: VA16-001 for a 2.5 feet setback. Tom Cardinale seconded the motion. The motion passed unanimously.

8.*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).

She said you can opt out of sample ballot being mailed to you and receive an email ballot. Washoecounty.us/voters
Upcoming Community Forum: May 3, 5:30pm-7pm, Incline Library: She said she will have a flyer and will need help to get the word out. She said the County wants face to face conversations. She said she is working on getting some representatives up here to attend. She said the topics will be about roads, parks and rec, and stateline to stateline transportation, engineering, and area planning.

Pete Todoroff asked if there is a deadline on the area plan. He asked when the area plan is revised, can the County highlight the area plan to show changes from the old to the new plan. He said that would help us to see the changes that have been made. Sarah said there is no legal timing, but they are re-formatting the area plan, but we don't want to create a need for an environmental requirement. She said she will talk to staff about the area plan sections. She asked Pete to please submit any initial questions so the County can prepare. Gerry said he thinks it's a great idea to have a community meeting; however, he said there are a lot of topics for a 1.5 hour meeting. People have an appetite to speak. He asked if they can stay after the meeting to discuss their concerns for the representatives. Sarah said she used a special meeting format to meet the needs and concerns of the citizens.

Gerry asked if the County will have any sizable projects in town this summer that will affect traffic, and how will you announce it and get the word out. Gerry said the flashing signs to notify people were great idea last year. Sarah said she will address this at the May 3rd meeting. Gerry said it was noticeable and appreciation.

Sarah said Red, White, and Tahoe blue passed before the County Planning Meeting. They submitted their application ahead of time.

9.*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).

Next meeting: April 25, 2016

Gerry asked about the topic of the 76 station contamination. He said this has a lot of interest and it has become high profile. He asked if the CAB can get a staff report. Sarah said she can get an update from the EPA, District Health, and State of Nevada regarding this incident. Gerry said he thinks it would be a good agenda item in order for comments to be heard. Judy Miller said she thinks comments are for action items only; Sarah said she said the CAB can receive public comments regardless if it's an action item. Mike Sullivan asked what the appropriate avenue is for Mr. Ford; he asked if it would be District health.

10.*PUBLIC COMMENT – No public comments were made.

ADJOURNMENT

Number of CAB members present: 5

Number of Public Present: 8

Presence of Elected Officials: 0

Number of staff present: 1

Submitted By: Misty Moga