



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 5, 2018, 5:30 P.M.

1. *CALL TO ORDER/ PLEDGE OF ALLEGIANCE – Pete Todoroff called the meeting to order at 5:30 P.M.

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

Absent: Gerry Eick (excused).

3. *PUBLIC COMMENT –

Heidi Howe, retired Captain from Washoe County Sheriff, said she is hosting a reverse town hall meeting on March 13, 6-7:30 p.m. in the IVGID Boardroom to meet, listen, and learn about the community's issues and concerns.

4. APPROVAL OF AGENDA FOR THE MEETING OF MARCH 5, 2018 – Kevin Lyons moved to approve the agenda. Andy Wolf seconded the motion to approve the agenda. Motion carried unanimously.

5. APPROVAL OF THE MINUTES FOR THE MEETING OF SEPTEMBER 25, 2017 – Andy Wolf moved to approve the minutes of **SEPTEMBER 25, 2017**. Tom Cardinale seconded the motion to approve the minutes of **SEPTEMBER 25, 2017**. The motion carried unanimously.

6. *PUBLIC OFFICIAL REPORTS

A.*Washoe County Commission Update — Commissioner Berkbigler was not present at the meeting. She can be reached at (775) 328-2005 or via email at mberkbigler@washoecounty.us.

7. DEVELOPMENT PROJECTS – The project description is provided below with links to the application or you may visit the Planning and Building Division website and select the Application Submittals page: https://www.washoecounty.us/csd/planning_and_development/index.php

7.A Administrative Permit Case Number WADMIN18-0002 (Incline Village Fine Art Festival) — Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for an outdoor community event in the Parks and Recreation (PR) zoning district. The proposed outdoor community event would occur at Preston Field on August 10-12, 2018 from 10:00 a.m. to 5:00 p.m.

- Applicant/ Property Owner: CWB Events, LLC/ Incline Village General Improvement District
- Location: 700 Tahoe Blvd, Incline Village (Preston Field)
- Assessor's Parcel Number: 124-032-33
- Staff: Chris Bronczyk, Planner, 775-328-3612, cbronczyk@washoecounty.us • Reviewing Body: Tentatively scheduled for Board of Adjustment, April 5, 2018.

MOTION: Andy Wolf moved to recommend approval of the WADMIN18-0002 for the Incline Village Fine Art Festival. Kevin Lyons seconded the motion. Motion carried unanimously.

7.B. Special Use Permit Case Number WSUP18-0002 (Rutz Residence Grading) – Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for a special use permit to permit Major Grading, totaling approximately 188 cubic yards of excavation, to facilitate construction of a driveway to access one dwelling, that traverses a natural slope of 30% or greater. Grading for any driveway or road that traverses a slope of 30% or greater is Major Grading in accordance with the Washoe County Code Section 110.438.35(a)(3).

- Applicant/ Property Owner: Brandon Mitchell/ David and Tammy Rutz
- Location: 786 Randall Ave., at the northwest corner of Randall and Gerladine
- Assessor's Parcel Number: 125-251-08
- Staff: Roger Pelham, Senior Planner, 775-328-3622, rpelham@washoecounty.us
- Reviewing Body: Tentatively scheduled for Board of Adjustment, April 5, 2018.

Brandon Mitchell, project architect, gave a brief overview of the request:

Property currently has a steep and inaccessible driveway. Proposing to demolish existing driveway and install new driveway. He showed pictures of the existing driveway. The current driveway would be difficult for emergency vehicles. They are requesting a Special Use Permit for grading of the driveway. Coverage is required; depth and height limit is accepted by Washoe County.

Roger Pelham, Washoe County Planning and Building planner said traversing a slope more than 30% triggers a major grading requirement for a Special Uses Permit. The current driveway goes across the side hill.

Judy Miller asked if a soils report was conducted. Brandon said TRPA has the soil mapped for the location.

MOTION: Andy Wolf recommend approval for case WSUP18-002, Rutz Residence Grading. Judy Miller seconded the motion. Motion passed unanimously.

7.C. Regulatory Zone Amendment Case Number WRZA18-0003 (Coches/Towers) – Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for a regulatory zone amendment for parcels at 1131 and 1135 Lakeshore Boulevard. The current zoning is Medium Density Suburban (MDS, typically three units per acre) and the requested zoning is Low Density Suburban (LDS, typically one unit per acre).

- Applicant/ Property Owner: Coches, LLC and Tower, LLC
- Location: 1135 Lakeshore Blvd. Incline Village
- Assessor's Parcel Numbers: 130-312-25 and 130-312-30
- Staff: Eva Krause, Planner, 775-328-3628, ekrause@washoecounty.us
- Reviewing Body: Tentatively scheduled for Planning Commission, April 3, 2018.

Roger Pelham said the request is to down zone from Medium Density Suburban (MDS) zoning to Low Density Suburban (LDS) zoning. Both parcels are within 1 acre which is more consistent with LDS. The second dwelling on MDS zoned property is limited to 800 sq ft. With LDS zoning, it allows you to go to 1,500 sq ft. for an accessory dwelling. A board member asked for clarification between the different zoning types. Roger said there are other aspects such as density, uses, setbacks that are different from LDS to MDS. The secondary dwelling, accessory dwelling unit is the key aspect to this project.

Tom Cardinale said there was a similar request for a project in Mill Creek but it was denied. Pete Todoroff said there is a property in Crystal Bay that wanted to build a second dwelling, but the neighbors fought it.

Andy Wolf asked about spot zoning. Roger said this isn't spot zoning; this would shift the boundary. Properties on the east are low density suburban zoning.

Andy Wolf asked about allowable zoning use to allow accessory dwelling with TRPA. Roger said they have to get approval.

Judy Miller asked about second meter required. Roger said he wasn't sure of those requirements.

MOTION: Judy Miller moved to recommend approval of WRZA18-0003, Coches/Towers. Pete Todoroff seconded the motion. Mike Sullivan opposed. Motion carries 5 in favor to 1 opposed.

8. *CHAIRMAN/BOARD MEMBER ITEMS- This item is limited to announcements by CAB members.

Judy Miller spoke about pathways and snow removal. Pete Todoroff said Washoe County sent an update stating the paths are last priority for snow removal.

Kevin Lyons said he would like to have a discussion item on the next agenda about the agenda. We haven't had a workshop.

Tom Dolan spoke about a road section by the old elementary and by the court house; he said it's maintained by Nevada Roads. There is an easement managed by State roads/highways. There is a major bus stop by the driveway of Toepa. He said that area needs to be identified and maintained.

Mike Sullivan said he was concerned the County representatives are present at the meetings anymore. People use to get their issues and concerns answered when the representatives attended the meetings.

Pete Todoroff said the next Community Forum is March 16, 9am at the Incline Village Library. Sara Schmitz said not everyone can make 9am meetings. She said we are serviced by the County and IVGID. We need to have an opportunity to give feedback on County related topics. Andy Wolf said the CAB meetings are now for development projects only, not community updates.

Pete Todoroff said there are complaints about 570 Tyner's construction. There are metal poles and dumpsters.

Pete Todoroff said the representatives were at the Trustees' Open House at the Chateau last week. He asked Sarah Tone about the Senior Center, and she said it's ready to use for playing cards.

Judy Miller spoke about the recent retirement of a Washoe County staff member who was a plan checker in the Buildings department for Washoe County and TRPA. Pete Todoroff said a local person will be conducting plan checking for TRPA.

Mike Sullivan said he remembers when we use to have a packed house back when the previous commissioners use to attend all the time. It's sad that what this meeting has become.

CAB membes agreed that they are upset with current CAB meeting format; their role has been reduced and there are less updates from the County.

9. *PUBLIC COMMENT – Limited to no more than three (3) minutes. Anyone may speak pertaining to any matter either on or off the agenda. The public are requested to submit a Request to Speak form to the Board Chairman. Comments are to be addressed to the Board as a whole.

Sara Schmitz said she was concerned that the walking paths aren't being plowed after the snow storms. It's dangerous. The paths are priority for safety and keep pedestrians off the roadway. Washoe County said IVGID has expanded paths and it's not the County's responsibilities to clear. She said she would like to see someone to take up the cause.

Tom Cardinale said it's a shame that the walking trails by the college aren't cleared. Kids are walking in the roads, forcing drivers to go into the other lane.

Steve Dolan said he was surprised to see the CAB scoped narrowed. He said he would like to see improvements by the three entities who maintain the roads and pathways.

Sherman Boxx, candidate for Washoe County Sheriff, said the staff recommended the CAB changes. He said Pete's forum doesn't have to follow Open Meeting Law but he keeps to a good format. Mr. Boxx encouraged everyone to voice their concern about the narrow CAB scope.

ADJOURNMENT- Meeting adjourned at 6:22 p.m.

Number of CAB members present: 6

Number of Public Present: 16

Presence of Elected Officials: 0

Number of staff present: 2

Submitted By: Misty Moga