**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 November 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 -**  Pete Todoroff, Gerry Eick, Gene Brockman, Judy Miller. A quorum was determined.

**Absent**: Mike Sullivan (excused), Tom Cardinale (excused), Kevin Lyons (Not excused).

**3. \*PUBLIC COMMENT –**

Wayne Ford spoke about Incline Bike Park and lack of compliance. There was supposed to be re-vegetation was for 2,500 ft and 91 plants for the BMPs; none were put in. it’s to protect the SEZs. There is supposed to be a ditch to run on both sides for infiltration ditch. There was to be two mechanical systems to be put in which was never put in. What is supposed to be put into place in as temporary for permanent BMPs. Nothing was put in. He showed pictures. There is no filter fence, deterioration of the mounds will take a lot to repair. He said he filed a complaint with TRPA. If no temporary BMPs not in place, why were they in the plan. The negativity of this sediment will end up in third creek. He documented the stream zone through the summer. There are impacts; why isn’t TRPA enforcing their code. It’s not a major thing to do.

**4. APPROVAL OF AGENDA FOR THE MEETING OF NOVEMBER 5, 2018 –** Gerry Eick moved to approve the agenda. Gene Brockman seconded the motion to approve the agenda for **NOVEMBER 5, 2018**. Motion carried unanimously.

**5. APPROVAL OF THE MINUTES FOR THE MEETING OF SEPTEMBER 4, 2018 –**  Gerry Eick moved to approve the minutes of **SEPTEMBER 4, 2018**. Gene Brockman seconded the motion to approve the minutes. Motion carried unanimously.

AGENDA

1. \*CALL TO ORDER/ DETERMINATION OF QUORUM

2. \*PLEDGE OF ALLEGIANCE

3. \*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.

4. APPROVAL OF AGENDA FOR THE MEETING OF NOVEMBER 5, 2018 (for Possible Action)

5. APPROVAL OF THE MINUTES FOR THE MEETING OF SEPTEMBER 4, 2018 (for Possible Action)

6. \*UPDATE AND DISCUSSION ON THE PROPOSED CHANGES TO THE TAHOE AREA PLAN (MASTER PLAN) AND THE

TAHOE AREA DEVELOPMENT CODE MODIFIERS – Update and discussion, lead by Washoe County Planning Staff, of

proposed changes to the Tahoe Area Plan (Master Plan) and the Tahoe Area Development Code Modifiers (Article 220).

These changes are designed to bring Washoe County’s plans and codes for the Tahoe Basin into conformance with the

Tahoe Regional Planning Agency’s plans and codes.

7. \*WASHOE COUNTY UPDATE- Washoe County Commissioner, Marsha Berkbigler may be available to provide updated

information on discussions and actions by the Board of County Commissioners (BCC). Following her presentation

Commissioner Berkbigler may be available to address questions and concerns from the CAB and the audience.

Commissioner Berkbigler can be reached at (775) 328-2005 or via email at mberkbigler@washoecountu.us.

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

information only and no action will be taken by the CAB).

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.

ADJOURNMENT

**6. \*UPDATE AND DISCUSSION ON THE PROPOSED CHANGES TO THE TAHOE AREA PLAN (MASTER PLAN) AND THE TAHOE AREA DEVELOPMENT CODE MODIFIERS –** Update and discussion, lead by Washoe County Planning Staff, of proposed changes to the Tahoe Area Plan (Master Plan) and the Tahoe Area Development Code Modifiers (Article 220). These changes are designed to bring Washoe County’s plans and codes for the Tahoe Basin into conformance with the Tahoe Regional Planning Agency’s plans and codes.

Eric Young, Washoe County Planner provided an update on the Tahoe Area Plan

Mr. Young said he will pick up where he left off from the previous update of the last draft submitted last November. He said the draft was not accepted by TRPA because it was not in the appropriate format consistent with what TRPA wanted for area plans around the Tahoe Basin. He said they have worked with other jurisdictions and TRPA to develop a relationship and listen. He provided background information on the process; he said Washoe County spent the past decade merging the two plans together. Originally, he said they wanted to have the same plan as the valleys. Other jurisdictions were having a similar challenge. However, that’s not possible; it needs to be different. TRPA wanted the County to adopt their permissible uses and approach. Placer County was the model plan.

Plan area statement and community plan adopted as zoning districts.

Regulatory zone map with designations (medium, high density, commercial) have to overlap with Plan Area Statement. He said the regulatory zone map will go away, and adopt the TRPA existing areas (sub districts).

Mr. Young handed out a Draft Development code. He referenced plan area statements – regulatory zone modifiers for Tahoe. There is a paragraph stating that things are different up in Tahoe and the approach is different. He referred the modifiers which address setbacks. He showed a list of uses on a table.

Permissible uses in the Community plans have been inserted.

Language from the area plans are boiler plate and can be used again.

He said they have to comply with TRPA Code of Ordinances, Chapter 13

Permissible uses have to be listed – land use tables (valley), modifiers for Tahoe.

He said they have to update their GIS system; currently, the parcel is tied to zoning category. There is a new online mapping system. When this approach is adopted, the online mapping system will give planning area statement when a parcel is selected.

Washoe County Master plan designations are going away; TRPA master plan designations will be adopted.

Judy Miller asked if there will be new definitions. Mr. Young said the TRPA use definitions will be adopted. TRPA said the plan can reference to their plan.

Gerry Eick said unique features will be included in this plan; but basin-wide aspecs will be referenced in TRPA. Mr. Young said TRPA will adopted it once it’s in conformance with them; Washoe County will adopted it.

Pete Todoroff asked about residential/home based business. Mr. Young said home based businesses will still be governed by Washoe County standards.

Mr. Young said home based business are defined in business code chapters. Mr. Young said short term rentals need to be discussed; however, it might not be a discussion during the tahoe area plan.

Mr. Eick asked if there are absolute inconsistent prior use and intended use; how do you deal with non-conformities.

Mr. Eick said don’t hold up the whole plan with the question of short term rentals. He said this issue has already boiled over.

Commissioner Berkbigler said this issue is separate from this plan; it’s a business license issue. She said she was hoping to have addressed it by this December, but it’s too complex. She said it cannot interfere with this plan to move forward.

Gene Brockman asked if the model of Placer County adopted and accepted by the builders. Mr. Young said yes, it’s been accepted, and heard it works. It’s workable; it easy to find information.

Mr. Young said there have been great suggestions for changes for the town center boundaries, use changes (ponderosa ranch); there need to be some changes.

Placer made a lot of changes and had to conduct EIS. When you propose a new use, you have to conduct an environmental review with Environmental Impact study. He said due to time constraints, we don’t want to hold it up any longer. If we can put in Environmental Review with mitigating factors, we are willing to do that. If it require more than a few policies inserted in the plan, it will be set aside.

Mr. Todoroff asked about BMPs. Mr. Young said BMPs definitions and approach is from TRPA code ordinances.

Mr. Eick said TRPA sets the tones regarding the rules. He asked if there language included to address modifications and who to contact. Mr. Young said we can include a discussion regarding roles, responsibilities, which is responsible, jurisdiction. Mr. Todoroff said the MOU could be referred to. Mr. Young said the master plan; the long range document will address potential ideas, concepts. For other areas, the county will support certain uses for when an individual comes forward with a request. He said language will be included regarding changes moving forward.

Mr. Eick asked about non-conformities in the future. Mr. Young said we will be flexible.

Ms. Miller asked about mixed-use category.

It’s set in stone until TRPA does another update. It will be go before TRPA for conformance review.

Mr. Eick said it’s an implementation to the plan, not a precursor to the plan.

Making changes to things that already exist. He said he will work with anyone about changes.

Mr. Brockman asked about the timeline for adoption. Mr. Young said we will go to the Planning Commission for an initiation process (application) on Wednesday. 180 days to come back to the planning commission with a plan.

Wayne Ford asked to review the regulatory zone map. He asked about setbacks for specific lots and Development standards. Mr. Young said setbacks is dealt a lot by Washoe County; TRPA regulates height. He said he has worked with Chad and Moni for GIS to analyze set setbacks by lot size. For example, minimum lot size for LDS you will have the setbacks for 12 and 30. There will be a handful of non-comforming lots. Trevor Lloyd said majority of current lot size are regulated by subdivision and that will continue.

Mr. Ford wants to have a map with overlay to see setbacks. Mr. Young said they are analyzing that currently.

Mr. Eick asked if this is an activity between TRPA and Washoe County, or is there opportunity to receive input from the community. He said there is an anxiety to get a plan in place. The solution may be one more opportunity for community input. Mr. Young said Wednesday night’s Planning Commission is part of the public process. He said we will come back at least twice – and then again before planning commission and board of county commissioners. He said he can make a special meeting can be requested. Mr. Eick said the community forum has been a great opportunity for the county to educate the community. What is most inviting is the parking lot. Make it clear to the public the approach about the plan – set the framework and address issues later. Let them know about a timeline about the parking lot.

Mr. Eick said the framework is acceptable moving forward, and state why. Have a sense of when it will be done.

Mr. Todoroff asked about code amendment workshops. Mr. Lloyd said it’s for accessory dwelling codes primarily Truckee Meadows.

**7. \*WASHOE COUNTY UPDATE-** Washoe County Commissioner, Marsha Berkbigler may be available to provide updated information on discussions and actions by the Board of County Commissioners (BCC). Following her presentation Commissioner Berkbigler may be available to address questions and concerns from the CAB and the audience. Commissioner Berkbigler can be reached at (775) 328-2005 or via email at [mberkbigler@washoecountu.us](mailto:mberkbigler@washoecountu.us).

Please go vote.

She said she intended to bring the VRBO discussion to a community forum in December, but that won’t happen. It’s complex. RSCVA is collecting taxes which are violation of county ordinance. Major conflict. That needs to be resolved. She didn’t want this to distract from the Tahoe Area Plan process. She would like to bring back the short term rental discussion before the summer. She said it’s an issue throughout the county as well. Its 1million dollars for advertising that would go away.

Mr. Brockman said he would like to have it on the agenda to discuss it. She said she wouldn’t be able to send up staff yet. It’s a business license issue, not a development issue. She can we can have it discussed in an open forum to give the county things to consider.

Tuesday of next week, canvas of the vote; report from everyone from commission in relative to voting – irregulaties, concerns, etc. on the agenda as item 4.

Mr. Todoroff said the topic of pier for the sheriff department came up at his community forum. We need to have something done. Commissioner said this discussion was put on the back burner. It can be looked at once the new sheriff gets on. Mr. Todoroff said that pier is a priority. She said a county that doesn’t have a ‘safety pier’ can apply for one; it’s been approved by TRPA. We need to discuss where it’s located; ingress, egress, ambulance access. We are stuck with waiting for new sheriff. It’s high priority.

Wayne Ford asked about MOU workshop. Commissioner Berkbigler said the Tahoe Area plan is the current focus. She said it is an issue, and will continue to have those conversations.

**8. \*CHAIRMAN/BOARD MEMBER ITEMS-** This item is limited to announcements by CAB members. (This item is for information only and no action will be taken by the CAB).

Gene Brockman said a local resident, Bruce McNulty, brought forward traffic hazard on country club drive due to speed. He would like to get that on the agenda. Deputy suggested sending suggestion to traffic engineers office. Mr. Brockman handed out a letter. Mr. Eick said he hopes the traffic engineer will take a closer look at it and take up the resident’s concern.

**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.

No public comment.

**ADJOURNMENT –** meeting adjourned at 6:44 p.m.

Number of CAB members present:

Number of Public Present:

Presence of Elected Officials:

Number of staff present:

Submitted By: Misty Moga