



Incline Village/Crystal Bay Citizen Advisory Board

Meeting Agenda

May 6, 2019 at 5:30 P.M.

Incline Village General Improvement District, 893 Southwood Blvd, Incline Village, NV

Accessibility. The meeting location is accessible to the disabled. If you require special arrangements for the meeting, call the Community Services Department, (775) 328-2000, two working days prior to the meeting.

Following the agenda. All number or lettered items on this agenda are hereby designated for possible action as if the words for possible action were written next to each, except for items marked with an asterisk (*). Items on this agenda may be taken out of order, combined with other items, discussed or voted on as a block, removed from the agenda, or moved to the agenda of a later meeting at the discretion of the Chair.

Public comment and time limits. Public comments are welcomed during the Public Comment period for all matters, whether listed on the agenda or not, and are limited to three minutes per person or as designated by the Citizen Advisory Board Chair at the beginning of the meeting. Additionally, public comment will be heard during individually numbered items on the agenda. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the Citizen Advisory Board meeting. Persons may not allocate unused time to other speakers.

Forum restrictions and orderly conduct of business. The Citizen Advisory Board is an advisory body providing community comments and recommendations to Washoe County advisory and governing boards. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warning against disruptive conduct 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 others are examples of speech that may be reasonably limited.

Responses to public comments. The Citizen Advisory Board can deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. During the public comment period, speakers may address matters listed or not listed on the published agenda. The Open Meeting Law does not expressly prohibit responses to public comments by the Board. However, responses from Citizen Advisory Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. On the advice of legal counsel and to ensure the public has notice of all matters the Citizen Advisory Board will consider, Citizen Advisory Board members may choose not to respond to public comments, except to correct factual inaccuracies, ask for County staff clarification, or ask that a matter be addressed on a future meeting or district forum. Citizen Advisory Board members may do this either during the public comment item or during the following item: "CHAIRMAN/BOARD MEMBER ITEMS "

Posting locations. Pursuant to NRS 241.020, this notice has been posted at the Washoe County Administration Building (1001 E. Ninth Street, Bldg. A); Washoe County Courthouse (75 Court Street), Downtown Reno Library (301 S. Center St.), Sparks Justice Court (1675 East Prater Way), Incline Village General Improvement District (893 Southwood Blvd.), and online at notice.nv.gov and www.washoecounty.us/cab.

Support documentation. Support documentation for the items on the agenda, provided to the CAB is available to members of the public at the Community Service Department (1001 E. 9th Street, Bldg. A, 2nd Floor, Reno, Nevada), Alice McQuone, 775-328-2722.

AGENDA

1. *CALL TO ORDER/ DETERMINATION OF QUORUM

2. *PLEDGE OF ALLEGIANCE

3. *GENERAL PUBLIC COMMENT AND DISCUSSION THEREOF – 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 MAY 6, 2019 (for Possible Action)

5. APPROVAL OF THE MINUTES FOR THE MEETING OF APRIL 1, 2019 (for Possible Action)

6. 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: www.washoecounty.us/comdev

6.A. - [Administrative Permit Case Number WADMIN19-0009 \(Classical Tahoe\)](#) - 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 business license, and associated license conditions for Classical Tahoe, an outdoor concert event to be held at the Sierra Nevada College in Incline Village, Nevada on July 25, 26, 27, 28, 30, 31, and August 2, 3, 4, 6, 7, 9, 10, and 11, 2019 and will hold a supplemental movie night on August 4, 2019. The proposed outdoor concerts will be held between the hours of 5:00 p.m. and 8:30 p.m., and the movie night will start at 7:30 p.m. The proposed movie is Mamma Mia! All proposed concerts will be unamplified classical music located within a portable tent erected on the College campus for the event. Primary participant and spectator parking will be within the College campus (APN: 127-040-10) with additional off-site (overflow) parking at the Incline Village General Improvement District (IVGID) Recreation Facility (APN: 127-040-07), if needed. Event organizers estimate that there will be approximately 500 participants and spectators on any one day of the event. **(for Possible Action)**

- **Applicant/Property Owner:** Karen Craig/ Sierra Nevada College
- **Location:** 948 Incline Way, Incline Village
- **Assessor's Parcel Number:** 127-040-10 (College)
- **Staff:** Chris Bronczyk, Planner; 775-328-3612; Cbronczyk@washoecounty.us
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on June 6, 2019

6.B. - [Administrative Permit Case Number WADMIN19-0010 \(Community Pancake Breakfast\)](#) - 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 business license, for a pancake breakfast at the North Lake Tahoe Fire Protect District Station, at 875 Tanager Street, on July 5, 2019 from 8:00 a.m. to 10:00 a.m. **(for Possible Action)**

- **Applicant/Property Owner:** North Lake Tahoe Fire Protection District
- **Location:** 875 Tanager Street, Incline Village
- **Assessor's Parcel Number:** 132-223-14
- **Staff:** Julie Olander, Planner; 775-328-3627; jolander@washoecounty.us
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on June 6, 2019

6.C. [Administrative Permit Case Number WADMIN19-0011 \(Veterans Breakfast\)](#)- 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 business license in the Parks and Recreation (PR) zoning district. The proposed outdoor community event, for a pancake breakfast will occur at Aspen Grove on July 4, 2019 from 8:00 a.m. to 12:00 a.m. **(for Possible Action)**

- **Applicant/Property Owner:** Incline Village/Crystal Bay Veterans Club/IVGID
- **Location:** 960 Lake Shore Drive, Incline Village
- **Assessor's Parcel Number:** 127-010-07
- **Staff:** Julie Olander, Planner; 775-328-3627; jolander@washoecounty.us
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on June 6, 2019

6.D. Administrative Permit Case Number WADMIN19-0012 (Beer & Brats) - 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 business license an Outdoor Community Event business license in the Parks and Recreation (PR) zoning district. The proposed outdoor community event would occur at Aspen Grove on July 3, 2019 from 4:00 p.m. to 7:00 p.m. **(for Possible Action)**

- **Applicant/Property Owner:** Incline Tahoe Foundation/IVGID
- **Location:** 960 Lake Shore Drive, Incline Village
- **Assessor's Parcel Number:** 127-010-07
- **Staff:** Julie Olander, Planner; 775-328-3627; jolander@washoecounty.us
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on June 6, 2019

6.E. Administrative Permit Case Number WADMIN19-0008 (Mays Building) - Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request to allow the conversion of a portion of the first floor of an existing commercial office building into four residential apartments. The first floor of the building is 3662 square feet in size, approximately 600 square feet is proposed to remain as a commercial office and approximately 3000 square feet is proposed to be converted into residential space. **(for Possible Action)**

- **Applicant/Property Owner:** Tim Carlson
- **Location:** 795 Mays Blvd., Incline Village
- **Assessor's Parcel Number:** 127-090-04
- **Staff:** Roger Pelham, Senior Planner; 775-328-3622; rpelham@washoecounty.us
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on June 6, 2019

6.F. Special Use Permit Case Number WSUP19-0006 (Verizon Monopole) - Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for the construction of a new wireless cellular facility consisting of a 45-foot-high stealth monopine structure (aka cell phone tower disguised to resemble a pine tree) designed as a collocation facility and a small cabin structure to house the wireless equipment. The monopole is proposed to be located on the southern portion of the 3 acre parcel at 1200 Tunnel Creek Road. . **(for Possible Action)**

- **Applicant/Property Owner:** Epic Wireless for Verizon Wireless/ Tunnel Creek Properties, LLC.
- **Location:**1200 Tunnel Creek Road, Incline Village
- **Assessor's Parcel Number:** 130-311-17
- **Staff:** Julie Olander, Planner; 775-328-3627; jolander@washoecounty.us
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on June 6, 2019

7. *WASHOE COUNTY COMMISSIONER UPDATE- Washoe County Commissioner, Marsha Berkgigler may be available to provide updated information on discussions and actions by the Board of County Commissioners (BCC). Following her presentation Commissioner Berkgigler may be available to address questions and concerns from the CAB and the audience. Commissioner Berkgigler can be reached at (775) 328-2005 or via email at mberkgigler@washoecounty.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. * GENERAL PUBLIC COMMENT AND DISCUSSION THEREOF – 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