



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 by teleconference at <https://us02web.zoom.us/j/86593986047> on **November 2, 2020**

1. *CALL TO ORDER/ PLEDGE OF ALLEGIANCE – Judy Miller called the meeting to order at 5:30 P.M. and chaired the meeting by unanimous consent. Diane Davis led the pledge of allegiance.

2. *ROLL CALL/DETERMINATION OF A QUORUM - Judy Miller, Michael LeFrancois, Denise (alternate for absent member), Diane Davis (alternate for absent member), and Sara Schmitz. Kevin Lyons joined the meeting at 6:00 p.m. A quorum was determined.

Absent: Mike Sullivan.

3. *PUBLIC COMMENT – Ronda Tycer expressed concern about Washoe County funds being dedicated to Tahoe Transportation District for purchase of the elementary school for a transportation hub. Ms. Tycer obtained previous emails from Washoe County and is concerned that Washoe County will bring approval of funds on November 10, 2020. Ms. Tiser believes Carl Hasty, Dave Solaro and Eric Crump have worked to provide funds for two years to support this effort and local residents concerns are not part of the discussion. Ms. Tycer noted if you want to make your opinion known to share on November 10 at 10 a.m. to Board of County Commissioners or to write your state representatives about why you want Incline Village to be its own township.

4. APPROVAL OF AGENDA FOR THE MEETING OF NOVEMBER 2, 2020 (for Possible Action) – Board unanimously approved the agenda with a change in moving item 7 to item 5.

7 (amended agenda). *WASHOE COUNTY COMMISSIONER UPDATE- Washoe County Commissioner, Marsha Berkbigler provided updated information on discussions and actions by the Board of County Commissioners (BCC). Commissioner Berkbigler provided an update on the potential for Washoe County to support the Tahoe Transportation District HUB using Washoe County parks funds. Commissioner Berkbigler noted that she request that this funding not be dedicated to support the Nevada Department of Transportation grant. Commissioner Berkbigler indicated that this argument would be made clear on November 10 before the Board of County Commissioners. Commissioner Berkbigler indicated that Washoe County could not stop the purchase but that she could stop Washoe County funding of the project. Following her presentation, Commissioner Berkbigler addressed questions and concerns from the CAB regarding TART ridership statistics, how this might change related to COVID, and to general future use of mass transportation in Incline Village, Nevada. Commissioner Berkbigler can be reached at (775) 328-2005 or via email at mberkbigler@washoecounty.us.

5. APPROVAL OF AGENDA FOR MINUTES FOR THE MEETING OF MARCH 2, 2020 – Due to staffing shortages, the minutes of the March 2, 2020 meeting have not been completed. Approval of minutes will be on the next available agenda).

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. Special Use Permit Case Number WSUP20-0020 (447 Lakeshore Grading) – For possible action, hearing, and discussion to approve a Special Use Permit to allow for a driveway to traverse a slope of thirty (30) percent or greater (steeper).

- **Applicant\Property Owner:** Midkiff and Associates, Inc\Aqua Verde Investment Group, LLC
- **Location:** 447 Lakeshore Boulevard
- **Assessor's Parcel Number:** 123-250-07
- **Staff:** Chris Bronczyk, Planner, (775) 328-3612; cbronczyk@washoecounty.us
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on December 3, 2020

Presentation on behalf of the applicant was provided by Gary Midkiff, Midkiff and Associates. Citizen Advisory Board members requested additional information. CAB member Diane requested information on Nevada Department of Transportation (NDOT) review. Mr. Midkiff indicated that NDOT issued conditional approval and noted that NDOT would need to be satisfied before the project moved forward. CAB members noted concern with access for emergency vehicles and potential damage to public vehicles due to the perceived steep grade of the driveway. CAB members requested information on options to change the garage design to reduce the slope of the driveway. Planner Chris Bronczyk clarified that the special use permit is to traverse over 30% slope and that the steepness of the driveway is 12%; the applicant has withdrawn a request to remove the front of the property; additional variances are not expected to be brought forward outside the special use permit; and, the applicant is asking to vary standards to wall height and set backs. Washoe County Senior Planner Roger Pelham explained the purpose of the requirements for code related to retaining walls at 4.5 feet. CAB member Michael LeFrancois expressed concern regarding traffic, safety and bike safety on Highway 28 and future opportunities for bike lanes or related safety improvements. CAB member Michael LeFrancois requested information on alternative designs to limit visual impact of the driveway and walls. Washoe County Planner Chris Bronczyk provided information on Washoe County's jurisdiction.

MOTION: Kevin Lyons made a motion to approve and second from Michael LeFrancois, motion passed 4 to 1 (Schmitz in opposition).

6.B. Variance Case Number WPVAR20-0006 (Reynolds Front Yard Setback Reduction) – For possible action, hearing, and discussion to approve a variance to allow the reduction in the front yard setback at two locations: at the front entryway area to a setback of 9'10 1/2", to facilitate the enclosure of the front entry and deck; and at the garage to a setback of 7'5 1/2", in order to facilitate expansion of the garage from a capacity of one-car to two-cars.

- **Applicant\Property Owner:** John S. "Steve" Reynolds
- **Location:** 500 Ponderosa Ave, just northeast of its intersection with Red Cedar Drive
- **Assessor's Parcel Number:** 122-116-24
- **Staff:** Roger D. Pelham, MPA, Senior Planner, (775) 328-3622; rpelham@washoecounty.us
- **Reviewing Body:** Tentatively scheduled for the Board of Adjustment on December 3, 2020

Washoe County Senior Planner Roger Pelham provided an update on the project, clarified that this is a two-car garage to a third car garage, and clarified noticing requirements for public hearings and Citizen Advisory Boards. Applicant representative provided a review of the project, clarified the scope of the project, described the current structure of the garage to include the pillars, and the status of Tahoe Regional Planning Agency permitting/coverage. Citizen Advisory Board members requested information on feedback from neighboring properties.

MOTION: Motion to recommend was made by Michael LeFrancois and second by Kevin Lyons with amendment to reach out to neighbors (no objection). Schmitz indicated there is a concern with hardship Motion was approved 4 to 1 (Schmitz in opposition).

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).

- Citizen Advisory Board member Michael LeFrancois requested an update on the Tahoe Transportation proposed terminal and member Kevin Lyons supported the request.
- Citizen Advisory Board member Judy Miller noted that local representative is working with County Manager Brown to open up Citizen Advisory Boards to an expanded role.
- Citizen Advisory Board member Sara Schmitz noted she is working with County on parking issues.
- Citizen Advisory Board noted by the end of the year that they will hear an update on the Citizen Advisory Boards and an update on short-term rentals.

9. *GENERAL PUBLIC COMMENT AND DISCUSSION THEREOF – no public comments.

ADJOURNMENT – With no further discussion, the meeting adjourned at 6:55 p.m.

Number of CAB members present: 4

Number of Public Present: 1

Presence of Elected Officials: 1

Number of staff present: 2

Submitted By: Sarah Tone