



Spanish Springs Citizen Advisory Board

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 regular meeting of the Spanish Springs Citizen Advisory Board held July 11, 2018, 6:00 p.m. at the Spanish Springs Library at (7100A Pyramid Lake Highway).

1. *CALL TO ORDER/ DETERMINATION OF QUORUM – The meeting was called to order at 6:10 PM.

MEMBERS PRESENT: Matt Lee, Donald Christensen, Abram Woodward, Joseph Healy

MEMBERS ABSENT: Dawn Costa-Guyon, John Gwaltney, Ken Theiss, James Scivally.

2. *PLEDGE OF ALLEGIANCE – The pledge was recited.

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

4. APPROVAL OF AGENDA FOR THE REGULAR MEETING OF JULY 11, 2018:

A board member moved to approve the agenda for the meeting of **JULY 11, 2018** with amendment to skip to item 8. Another board member seconded the motion to approve the agenda with amendments.

5. APPROVAL OF THE MINUTES FOR THE MEETING OF JUNE 13, 2018: No action or discussion was taken on this item.

6. *WASHOE COUNTY UPDATE- Washoe County Commissioner, Vaughn Hartung was not in attendance. Commissioner Hartung may be available to address questions and concerns from the CAB and the audience. Commissioner Hartung can be reached at (775)-328-2007 or via email at vhartung@washoecountu.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 Special Use Permit Case Number WSUP18-0013 (Discoveries Preschool) – 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 1,408 square foot addition to the existing 4,752 square foot child daycare facility. The addition will include expansion of classroom space and 2 new bathrooms with a total of 4 toilets. The facility is currently licensed for a maximum of 106 students and 15 staff and no additional students or staff is being proposed with this project. (for Possible Action)

- Applicant/Property Owner: Robert Menzer/ Rudolf James Blaine, LLC
- Location: 253 Egyptian Drive in Spanish Springs
- Assessor's Parcel Number: 089-432-08
- Staff: Chad Giesinger, Senior Planner; 775-328-3626; cgiesinger@washoecounty.us
- Reviewing Body: Tentatively scheduled for Board of Adjustment, August 2, 2018

Trevor Lloyd, Washoe County Planner, provided a brief overview.

- They aren't asking to increase enrollment.
- Increase size of facility to enhance their operation.
- Increase the size of the septic to accommodate expansion
- Trevor showed a layout of proposed plan.

A board expressed concerns about how the applicant wasn't present to speak about the application. He said there should be no actions since the applicant wasn't present.

Matt Lee said the request is pretty straight forward. Another board member agreed with Matt. He said there isn't additional noise, traffic, or disruption to neighbors.

Trevor Lloyd said if the school plans to increase their enrollment in the future, they have to come back to this CAB. Currently, they are maxed at enrollment.

MOTION: Matt Lee moved to recommend approval of Special Use Permit Case Number WSUP18-0013 (Discoveries Preschool). A board member seconded the motion to recommend approval. The motion passed unanimously.

8. *CAB MEMBER ANNUAL TRAINING – Annual CAB Training presentation by Washoe County staff, Trevor Lloyd, which includes an overview about the County and the CAB program; and introduction to Nevada Open Meeting; and the Planning Application Process. The presentation will be followed by a question period for CAB members about the training.

A CAB member asked about frequency of the CAB meetings. Trevor Lloyd said there are monthly meetings planned in case there is an application that can be brought before the Board for review.

A CAB member asked about the board's approval and conditions recommendation. Trevor Lloyd said he welcomes the CABs to request specific conditions for an application. He said the board doesn't need to make a 'yes or no' vote; however, the Chair for the Board of Adjustment chair expressed his preference for a 'yes or no' vote from the CAB.

A CAB member asked about participating on a Nextdoor.com post. Trevor Lloyd recommend the CAB members encourage the public to attend the meeting where that topic may be discussed. He recommended they do not voice their opinion on the post.

9. ELECTION OF OFFICERS - Elections by the CAB members will be held to elect the Chair and Vice-Chair for 2018/2019 term, elected officers will be effective immediately. (for Possible Action)

A board member moved to table this item until the next CAB meeting. The motion was seconded. Motion carried unanimously.

10. *CHAIRMAN/BOARD MEMBER ITEMS-

The meeting chair asked about the project on La Posada and Pyramid Way. Trevor Lloyd said he can address that topic offline. It hasn't been put on this agenda for discussion.

11. *PUBLIC COMMENT –

Julee, Spanish Springs Library, said the RTC Pyramid/395 Connector Environmental Impact Statement for evaluation is available public review until July 30th. She wanted the public to be aware of the opportunity for review.

Meeting adjourned at 7:00 p.m.

Number of CAB members present: 4

Number of Public Present: 1

Presence of Elected Officials: 0

Number of staff present: 1