



## South Truckee Meadows/Washoe Valley Citizen 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 regular meeting of the South Truckee Meadows Citizen Advisory Board held July 10, 2014 at the South Valleys Library at 15650A Wedge Parkway, Reno, Nevada

1. **\*CALL TO ORDER/DETERMINATION OF QUORUM** - The meeting was called to order at 6:07 p.m. by Patricia Phillips, Chair.

**MEMBERS PRESENT** – Tom Judy, Acting Chair., Patricia Phillips, Chair, At-Large, Kathie Roberts, At-Large, Jim Rummings, At-Large, Eric Scheetz, Vice Chair, At-Large, Brad Stanley, At-Large .

**MEMBERS ABSENT** – Thomas Daly, At-Large, excused, and Dennis Wilson, At-Large. excused. Steven Miles, At-Large Alternate, Kimberly Rossiter At-Large Alternate, Patrick Ty Whitaker, At-Large Alternate

2. **\*PLEDGE OF ALLEGIANCE** – Patricia Phillips led the Salute to the Flag.

3. **\*PUBLIC COMMENT**

- Terri Thomas introduced herself and announced that she is a candidate for County Commissioner District 2.
- Terri Thomas stated that the Mt. Rose Connector has not been issued a permit as of 5:00 p.m. yesterday.
- Jane Countryman stated for the record that she and others in West Washoe Valley appreciate having a full service fire in Washoe Valley as of July 1, 2014.
- Patricia Phillips asked for further public comment and hearing none, closed this agenda item.

4. **APPROVAL OF THE AGENDA FOR THE MEETING OF JULY 10, 2014. – MOTION:** Tom Judy moved to approve the July 10, 2014 agenda as posted. Brad Stanley seconded the motion. The motion carried unanimously.

5. **APPROVAL OF THE MINUTES FOR THE MEETING OF JUNE 12, 2014. – MOTION:** Eric Scheetz moved to approve the minutes of the June 12, 2014 meeting as submitted. Kathy Roberts seconded the motion. The motion carried unanimously.

6. **\*COMMISSIONER UPDATE**

A. **Washoe County Commissioner Update** – Commissioner David Humke was available to report on items related to the Board of County Commissioners (BCC). Commissioner Humke discussed his recent tour of Camp We Ch Me and his observation of the children who were going through graduation for Kids Fire Camp. Commissioner Humke urged everyone to attend that public hearing regarding possible amendments to the Animal Control Ordinance on July 15, 2014 at the Board of County Commissioners Chambers and state their opinions. Medical marijuana issues are increasing. The need is to utilize medical uses and not create more social problems. Slurry seal resurfacing is being installed in twenty-eight miles of roadways including some in Washoe Valley. Commissioner Humke noted the new state site where all public agendas can be accessed. The ordinance was passed to facilitate one water purveyor. The second reading of the STMGID ordinance will be read on July 22, 2014 and STMGID will be rolled into the merger after Washoe County Water Resources. TMWA (Truckee Meadows Water Authority) has stated in writing that they would create a Domestic Well Mitigation Program. Commissioner Humke discussed his recent experience attending a Tribal Court. Contact Commissioner Humke at (775) 328-2005 or [dhumke@washoecounty.us](mailto:dhumke@washoecounty.us) (This item was for information only and no action was taken by the CAB.)

**Comments and Concerns**

- In response to questions raised, Commissioner Humke stated that some city customers support the recycle program. The program is not available in the unincorporated areas of Washoe County because of not having a commercial customer base. Concerns were raised whether it would be helpful to Washoe County residents if this program were increased and that Washoe County residents would experience increased restrictions and additional fees.
- Concerns were raised that rate and restriction increases will result in increase illegal dumping on open land.
- Discussions were held regarding issuance of permits for the southeast connector. Commissioner Humke stated that in his opinion, the Corps of Engineers will grant the permit for the second phase of the project.
- Discussions were held regarding RTC development of the intersection of Pyramid Way and McCarran.
- Jane Countryman asked for Commissioner Humke's assistance in advising the Sheriff's Department to increase their coverage in Washoe Valley since the lack of law enforcement has encouraged vagrants to come into the area and they are trespassing on private property.

7. **PUBLIC SAFETY AND COMMUNITY REPORTS/UPDATES**

A.\* **Washoe County Sheriff's Office (WCSO)** – A representative of the Washoe County Sheriff's Office was not available to present information on recent law enforcement issues and calls for service in the South Valleys planning area. For more information call (775) 328-3001 or via the webpage at [www.washoesheriff.com](http://www.washoesheriff.com) (This item was for information only and no action was taken by the CAB.)

**8. COMMUNITY ISSUES** - The project description is provided below with links to the application or you may visit the Planning and Development Division website and select the Application Submittals page: [http://www.washoecounty.us/comdev/da/da\\_index.htm](http://www.washoecounty.us/comdev/da/da_index.htm)

**A. Special Use Permit Case – SB14-013 (Crossbow Court Neighborhood Center)** – Sandra Monsalve, Senior Planner, Planning and Development presented the request to construct a  $\pm$ 12,000 square foot Neighborhood Commercial Center comprised of two separate  $\pm$ 6,000 square foot buildings on two contiguous parcels, to be located at the northeast corner of Crossbow Court and ArrowCreek Parkway, APN 152-321-01 and 152-921-02 zoned Low Density Suburban (LDS) which is residential one dwelling per acre or limited commercial uses. This application will be reviewed by Agency Review and the agencies would consider what conditions of approval would be determined. Design Review would review the application for compatibility with the neighborhood. Ms. Monsalve reviewed several of the allowed uses as well as mitigation requirements under the current land use designation. Applicant/Property Owner, Helvetica CTV Crossbow, LLC, Attn. Chad Mestler or Dave Gash; Property Owner: Kenneth Krater, P.E. was available to address questions and concerns. Staff Representative; Sandra Monsalvè, AICP, Senior Planner Community Services Planning and Development. 775.328.3608 E-mail: [SMonsalve@washoecounty.us](mailto:SMonsalve@washoecounty.us) This proposed Special Use Permit will be heard by the Board of Adjustment on August 7, 2014. **MOTION:** Kathy Roberts moved to recommend denial of SB14-013 request for a commercial development of this type as inappropriate as presented. Brad Stanley seconded the motion. The motion carried with four in favor and two opposed.

**Comments and Concerns**

- In response to concerns raised, Ms. Monsalve stated that she must review public and agency comments as well as review the proposed application for compliance with the Development Code and Master Plan and consider whether the proposed application would be a significant detriment to the community which would be included in her report to the Board of Adjustment.
- In response to questions raised, Ms. Monsalve stated that she is not aware of this type of proposed application within any Home Owner's Association.
- In response to questions raised, Ms. Monsalve stated that conditions would address stormwater run off, water and sewer service from Washoe County and groundwater rights prior to issuance of the building permit for this proposed project.
- Patricia Phillips asked for confirmation of whether the adjacent BLM (Bureau of Land Management) property has plans for a public middle school. Ms. Monsalve stated that she would review possible plans for a school.
- Concerns were raised regarding negative impacts from commercial development adjacent to the school and for the safety of the children.
- Ken Krater introduced himself and described some plans for the proposed development. Mr. Krater stated that the idea is to provide some businesses that could be opened to serve the local community. Mr. Krater also discussed the options for vehicle access to Hunsberger Elementary School and his discussions with the Principal at Hunsberger Elementary School. Mr. Krater stated that they would have no on-street parking and looking at uses that are low impact. They do have access to Truckee River Water Rights.
- In response to questions raised, Mr. Krater stated that he has planned for five smaller units to encourage customers walking around the center and be more visually compatible with the residential neighborhood. Mr. Krater also stated that he encourages input from members of the community.
- In response to concerns raised, Mr. Krater stated that the lighting will be shielded downlighting and architecturally compatibility with the neighborhood.
- Julie Dunlap, ArrowCreek resident stated that this is a fabulous idea for a neighborhood center such as this and being able to walk to a community center would be great.
- Leona Kockenmeister, Saddlehorn resident stated concern regarding children walking on the path up ArrowCreek and cross over and stated that she worries about the lighting and stated that this would change the tenure of the area.
- Elizabeth Buckler, Saddlehorn resident stated concern that residents have no guarantee on what services or businesses would be in the center and whether they would be compatible with the community and also stated opposition to commercial development within the open space. Ms. Buckler added that the open space was the reason that many of 'us' moved up there.
- Mr. Krater stated that the property owner will develop their land and no one will be perfectly happy with any changes and recommended that residents work with the developer to mitigate negative impacts to the neighborhood.
- In response to questions raised by Howard Buckler, Mr. Krater stated that it is too early in the process to identify tenants and potential tenants will look at this project when there is a reasonable expectation as to when the development will be built and open. This won't be built until it is approximately seventy-five percent leased. Mr. Krater explained that the Special Use Permit must be approved for the project and then it will be subject to neighborhood commercial uses excluding any uses that are prohibited with conditions of approval.

- In response to questions raised, Mr. Krater stated that the types of businesses would be a range of ten to fifteen uses that would make sense in a development like this.
- Concerns were raised by Jane Countryman regarding negative impacts from night lighting. Mr. Krater stated that the lighting will be just enough for safety and security. There is no need for lighting intended to attract people to the site. Ms. Monsalve stated that per code, the lighting can only be twelve feet high.
- Marilyn Parmalee asked if the road would remain a dead end street where traffic would have to turn around to exit the area. Mr. Krater identified the ingress and egress areas and stated that drivers would have to pass by the school.
- In response to questions raised by Donna Perez, Mr. Krater stated that tenants could lease additional spaces as needed, for instance a neighborhood restaurant.
- Ms. Monsalve stated that the Somersett Development has a town center which is convenient to walk to and support the local businesses.
- In response to concerns raised that Ms. Monsalve appears to promote this proposed project, Ms. Monsalve explained the planning process and reviewed the development code as it pertains to neighborhood centers.
- In response to questions raised, Mr. Krater stated that the developer would establish the CC&R's (Codes, Covenants and Restrictions) to protect the property and they could be amended at some future time by the property owner. The Architectural Committee would review the proposed project to determine compatibility.
- Bill Kockenmeister stated for the record that citizens should preview the neighborhood and see for themselves if a commercial center would be appropriate and compatible with the neighborhood. Mr. Kockenmeister stated that people purchased their homes in this neighborhood because there is no commercial development in that area.
- Leona Kockenmeister stated that development would negatively change the character of the area and also stated concern for the safety of children walking in the area.
- Chuck Parmalee, Saddlehorn resident stated concern regarding negative impacts from lighting, noise pollution and would interfere with the views.
- Marilyn Parmalee, Saddlehorn resident stated concern that patrons could be leaving businesses late in the evening and negatively impact local residents of ArrowCreek and Saddlehorn from late evening traffic. Daytime businesses would be more appropriate for the neighborhood.
- Donna Perez read her statement into the record. Ms. Perez included in her statement that this type of development was in Somersett and that development is currently sixty percent vacant. Ms Perez stated concern that retail businesses can not be sustained in this area.
- John Krisch stated his opposition to the proposed project stating that the demographics are not sufficient to sustain the businesses and the abandoned buildings will be a disgrace to the area.
- Howard Buckler stated that it makes no sense to drop in a commercial sector into a residential area. Most of the residents would drive to destinations of their choice rather than walk to a local business. Mr. Buckler added that he doubts that the property owners would consent to a limited list of potential uses. Mr. Buckler does not see that a two or three minute (inaudible) as a reason to destroy the residential integrity of that area.
- Terri Thomas, Hidden Valley resident stated that when you introduce commercial development into a residential environment that it is not conducive to maintaining the character of the community.
- In response to questions raised, Mr. Krater stated that the property was purchased five or six months ago and the owner is convinced that commercial use is the highest and best use of this property.
- Tom Judy stated that appropriate conditions need to be stipulated in order to address community opposition. Mr. Judy also stated that the owner would have to comply with conditions of approval of the Special Use Permit. Ms. Monsalve stated that the conditions of approval would have to be reasonable. There are five findings of fact that have to be made to approve a development project.
- Jim Rummings stated that measures need to be in place to protect the residential neighborhood against vacancies of the businesses. A convalescent care facility would be a long term tenant. Ms. Monsalve stated that she would contact legal council to address what conditions could be placed on special use permits.
- Brad Stanley asked if the special use permit is appropriate for a neighborhood commercial use. Ms. Monsalve stated that the national classification system identifies levels of impacts of uses. Mr. Stanley asked that a traffic study be conducted on the proposed project.
- Concerns were raised that a long term lease means nothing if the tenant goes out of business.
- Tom Judy stated that without a finding that this needs to be denied, that the recommendation would not carry any weight with the Board of Adjustment.
- Eric Scheetz stated concern that the developer could go to the City of Reno and request annexation and the recommendations from the community and CAB would be ignored. Mr. Scheetz stated that he does not see a convalescence facility next to an elementary school but a day care could be appropriate.
- Ms. Monsalve urged citizens to research this type of development to find examples that validate the concerns and recommendations of the residents and bring them forward to the Board of Adjustment hearing.

- Patricia Phillips urged members of the audience to attend the Board of Adjustment and state their opinions as well as submit written comments to Ms. Monsalve to be included in the Staff Report and to make those comments constructive and not of a critical nature.
- B. Nevada Division of Forestry (NDF) Fuels Reduction Program** – NDF Western Region Fire Protection Officer presented information addressing the NDF fuel reduction program in general, and on the current grant application cycle in particular. Mr. Carmichael stated that NDF offers state fire assistant grants that communities can make application, public educations regarding creating defensible space and creating fire adaptive communities. Speakers are available from NDF to present information at local groups and organizations. Following the presentation, Mr. Carmichael addressed questions and concerns from the CAB and audience. The STM/WVCAB did not take action on this item. [pcarmichael@forestry.nv.gov](mailto:pcarmichael@forestry.nv.gov) Contact Ms. KC at 775-[kaceykc@forestry.nv.gov](mailto:kaceykc@forestry.nv.gov)

**Comments and Concerns**

- Concerns were raised that property owners in St. James Village, in the Galena Creek area and also in the Saddlehorn area that are concerned about wildfire since they have not been permitted to remove potential wildfire fuels.
- Mr. Carmichael stated that citizens can contact Kacey KC, NDF for information on applying for grant funding.
- Mr. Carmichael stated that there were more applicants for grant funding than available funds. Applications should be available this fall. Information would be posted on the NDF web-site. Applications would be reviewed for meeting the criteria for grant funding.
- Eric Scheetz stated that two applications from the local area for grant funding were denied and asked that applications for grant funding from the local area be escalated.
- Jim Rummings recommended that HOA members work together with NDF in the applications process.
- In response to questions raised, Mr. Carmichael offered to review the denied grant proposals to determine why some grant applications were denied and would make suggestions on drafting future grant proposals.
- Patricia Phillips suggested that NDF offer workshops to help citizens with the application process.
- In response to questions raised, Mr. Carmichael recommended that citizens contact NDF on at: [www.forestry.nv.gov](http://www.forestry.nv.gov)
- Sue Chelone stated that her HOA had submitted requests for grant funding for many years however, this year they were ignored until the last moment and then were denied grant funding. Ms. Chelone asked that NDF establish better communication with citizens and HOA's to assist communities that want to do the work.
- Patricia Phillips suggested that this item be rescheduled as an action item to specifically request information on a future agenda.

- C.\* Nevada Department of Transportation (NDF) Road Issues:** Thor Dyson, District II Engineer, Nevada Department of Transportation provided a PowerPoint program with information on Nevada Department of Transportation road engineering and construction issues including NDOT's limits of right-of-way, ditches, pipes and the development of bike lanes. Printed copies of the PowerPoint were available. Mr. Dyson provided specific information on citizen requests for culvert and ditch maintenance on Lakeside Drive. Following the discussion Mr. Dyson urged everyone to contact the local office to report concerns and maintenance. Steve Williams, NDOT Maintenance Manager, Jason Marty NDOT Regional Manager were available to address questions. Mr. Dyson stated that Mike Theiss is his assistant. For additional information visit [www.nevadadot.com](http://www.nevadadot.com)<<http://www.nevadadot.com>>. (This item is for information only and no action will be taken by the CAB.)

**Comments and Concerns**

- Mr. Dyson reported that they have a memorandum of understanding with Washoe County pertaining to clearing snow from some roadways.
- Mr. Dyson addressed concerns regarding water capacity in ditches from newer development run-off. Many culverts need to be maintained whether by Washoe County, City of Reno or property owners. Mr. Dyson stated that their intent with culverts is to move water from one side of a roadway to the other without damage to the roadway.
- Mr. Dyson reviewed level of care that can be expected in the future from NDOT on SR671 depending on resources and priorities. Citizens are urged to call 775-834-8300 with comments and concerns.
- Patricia Phillips stated for the record that she is amazed at the attention NDOT has paid to local issues and she stated that South Lakeside Meadows would like to work with NDOT to improve the roadways, ditches and bike lanes. Ms. Phillips stated that the South Lakeside Meadows Irrigation plans to install more half pipes for irrigation and they want to work with NDOT. Ms. Phillips stated concern that there is currently a potential for flooding and vehicle/bicycle accidents.
- Support was stated for bike lanes rather than bike paths.
- Jane Countryman stated that without enforcement, many bicyclists do not stay in bike lanes and where the speed limit is 50 mph and the bicyclist rides at a much slower pace, a vehicle driver either drives at the slower pace or risks crossing over a double yellow line to pass bicyclists.

- In response to questions raised, Mr. Dyson stated that the variable speed signs are designed to control speed during wind and snow events as well as warning drivers of an accident.
- Jane Countryman stated her support for installing these speed warnings.
- Concern was stated regarding varied speeds for different vehicles. Mr. Dyson stated that these issues are being reviewed by NDOT for safety and other concerns.
- Mr. Dyson was asked to identify roadway construction along Mt. Rose Hwy. on the NDOT web-site. In response to concerns raised, Mr. Dyson discussed the yellow striping on Mr. Rose Hwy.
- Mr. Dyson was asked to consider pedestrians and livestock along Huffaker when working on improvements.
- Mr. Dyson discussed honor camp funding for hiring inmates to help with roadwork.
- Concerns were discussed regarding safety issues when hiring teenage seasonal roadway workers.
- Commissioner Humke stated that NDOT and Washoe County have a good working relationship.

**9.\* CHAIRMAN/BOARD MEMBER ITEMS/NEXT AGENDA ITEMS** - This item is limited to announcements by CAB members and topics/issues posed for future workshops/agendas.

- Kathy Roberts asked that the library leave the air conditioning on during the CAB meeting during hot summer weather.

**Possible/Next/Future Agenda Items** – NDF to address better communication with citizens regarding requests for grant funding for wildfire fuels reduction efforts. Report on the TMFPD Citizen Evacuation Drills

**10.\*PUBLIC COMMENT**

- Commissioner Humke stated for the record that TMFPD has not had a cutback in funding.
- Jane Countryman stated concern regarding NHP enforcement of traffic laws during high wind events.
- Patricia Phillips asked for further public comment and hearing none, closed this agenda item.

**11.\*ADJOURNMENT – MOTION:** With no further agenda items, Patricia Phillips adjourned the meeting.

Respectfully submitted by: Allayne Donnelly-Everett, Administrative Recorder Services

Those in Attendance:- Six CAB members, One County Commissioner, Eighteen members of the audience, One Staff Representative, Four presenters and Two Administrative Recorder personnel.