



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/Washoe Valley Citizen Advisory Board held January 3, 2019 6:00 p.m. the South Valleys Library at 15650A Wedge Parkway, Reno, Nevada.

1. *CALL TO ORDER/ DETERMINATION OF QUORUM - Meeting was called to order at by Patricia Phillips at 6:00 p.m.

Member Present: Patricia Phillips, Kimberly Rossiter, Tom Burkhart, Shaun O’Harra. A quorum was determined.

Absent: Jim Rummings (excused), Bob Vaught (alternate, not excused).

2. *PLEDGE OF ALLEGIANCE - Patricia Phillips led the Pledge of Allegiance.

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

4. APPROVAL OF AGENDA FOR THE MEETING OF JANUARY 3, 2019 (for Possible Action) – Patricia Phillips asked to re-order the items 7A, 7C, 7B to be heard in that order. Tom Burkhart moved to approve the agenda for **JANUARY 3, 2019** as amended. Shaun O’ Harra seconded the motion to approve the agenda for **JANUARY 3, 2019** as amended. Motion carried unanimously.

5. APPROVAL OF THE MINUTES FOR THE MEETING OF NOVEMBER 8, 2018 (for Possible Action) – Kimberly Rossiter moved to approve the meeting minutes for **NOVEMBER 8, 2018**. Tom Burkhart seconded the motion to approve the meeting minutes for **NOVEMBER 8, 2018**. Motion carried unanimously.

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

CHAIR: Tom Burkhart moved to nominate Patricia Phillips for chair. Kimberly Rossiter seconded the motion to nominate to elect Patricia Phillips as chair person. The motion passed unanimously. Patricia Phillips accepted the position.

VICE CHAIR: Kimberly Rossiter moved to nominate Tom Burkhart for vice chair. Shaun O’Harra seconded the motion to nominate to elect Tom Burkhart as vice chair person. The motion passed unanimously. Tom Burkhart accepted the position.

7. DEVELOPMENT PROJECTS– The project description is provided below.

7.A. Master Plan Amendment Case Number WMPA18-0009 and Regulatory Zone Amendment WRZA18-0008–

Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request:

(1) To adopt an amendment to the South Valleys Area Plan, a component of the Washoe County Master Plan, to add the Master Plan Category of Rural (R) on a ±2.56 acre parcel that was previously part of the Nevada State Department of Transportation (NDOT) right-of-way and currently has no assigned Master Plan

Category; and

(2) Subject to final approval of the associated Master Plan Amendment, to recommend adoption of an amendment to the South Valleys Regulatory Zone Map, to add the Regulatory Zone of General Rural (GR) on a ±2.56 acre parcel that was previously part of the Nevada State Department of Transportation (NDOT) right-of-way and currently has no assigned Regulatory Zone. (for Possible Action)

- Applicant/Property Owner: Washoe County/Michael L D & Penny Sayan
- Location: Between I-580 & US395 and adjacent to the west of 1020 US Highway 395 S
- Assessor's Parcel Number: 046-051-49
- Staff: Julee Olander, Planner, 775-328-3627; jolander@washoecounty.us
- Reviewing Body: Tentatively scheduled for the Planning Commission on February 5, 2019

Julee Olander, Planner, provided a project overview:

- The goal of this case is to bring this property back under Washoe County jurisdiction instead of NDOT right-a-way.
- Master Plan would be amended to Rural (R) and add the regulatory zone General Rural (GR).
- There are two houses on the property which are in disrepair.
- There is a well and septic on the property which restricts any commercial type uses. The owner has indicated that he is ok with GR zoning designation.
- The designation requires 40 acres and this lot would not be conforming as it doesn't meet the minimum size.
- If the property owner wants to re-zone the property commercial he would need to come back before this board.
- It's a right-in, right-out access.
- They can live on the property that the property owner is refurbishing.

Tom Burkhart asked the impetuous of the change. Julee Olander said NDOT doesn't need the property anymore. Mr. Sayan is able to purchase the property back.

Dennis Sayan, property owner, said he built property 25 years ago, NDOT thought they needed it when they built the freeway, and took the property. It is surplus land. He has been working on acquiring the property back. Mr. Sayan said he has 1,000 feet of road frontage. He said he would like to use it for a nursery, kennel, or have someone come in and enjoy wine by the pond. He spoke about water and sewer. There are a lot of properties on septic and well. It would need to get a special use permit for some commercial uses. He said he wants to keep this property open for the public. He said if the property needs to be brought up to standard, we will do that. He said it was a home, duplex.

Patricia Phillips asked there are other options for other zoning. Ms. Olander said he is constrained due to septic on the property and being in the TMSA. She said there is a conversation happening about little Washoe City area. Currently, there are no other avenues for other zoning. There is opportunity for future discussion about other zoning. The health department allow commercial on properties with septic. The current septic wasn't built for commercial use.

Bill Naylor said the county has made a point not to make fragmented zoning. He spoke about zoning designations. High density rural for 2.5 acre parcel would be acceptable. It would be rural and consistent with this property. Marijuana property is on a closed system per regulation.

Mr. Sayan said he appreciate exploring alternative zoning. He said it's a unique property as it sits on US Highway 395 with 1000 feet on the frontage road. Mr. Sayan said we need to bring people into that area and

not sit dark at night. There are other properties with septic that are commercial and this one should be grandfathered in.

MOTION: Tom Burkhart moved to recommend approval Master Plan Amendment Case Number WMPA18-0009 and Regulatory Zone Amendment WRZA18-0008. Kimberly Rossiter seconded the recommendation for approval. Motion passed unanimously.

7.B. Regulatory Zone Amendment Case Number WRZA18-0009 (Club at Arrowcreek) – Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request to adoption of an amendment to the South Valleys Regulatory Zone Map, changing the Regulatory Zone from ±140.12 acres of High Density Rural (HDR) and ±8.94 acres of Low Density Suburban (LDS) to ±149.06 acres Park and Recreation (PR). Arrow creek (for Possible Action)
And

Special Use Permit Case Number WSUP18-0020 (Club at Arrowcreek – Conventions and Meeting Facilities and Grading) – 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 for the use of Conventions and Meeting Facilities as part of the expansion of the Arrowcreek Club House, in accordance with Washoe County Code (WCC) Table 110.302.05.3 and for excavating more than 1,000 cubic yards of material and for an area that will exceed more than 30% slope, in accordance with WCC 100.438.35. (for Possible Action)
And

Administrative Permit Case Number WADMIN18-0015 (Club at Arrowcreek – Indoor Sports and Recreation)– 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 Administrative Permit to allow for the use of Indoor Sports and Recreation as part of the proposed Arrowcreek Club House expansion, in accordance with Washoe County Code Table 110.302.05.3 (for Possible Action)

Applicant/Property Owner: Lucky Star Golf, LLC

- Location: 2905 E Arrowcreek Pkwy.
- Assessor's Parcel Number(s): 152-021-03
- Staff: Julee Olander, Washoe County Planner; 775-328-3627 and jolander@washoecounty.us
- Reviewing Body: WRZA18-0009 tentatively scheduled for the Planning Commission on February 5, 2019; and WSUP18-0020 and WADMIN18-0015 tentatively scheduled for the Board of Adjustment on May 2, 2019.

Dave Snelgrove, CFA, applicant representative, introduced the other representatives and project: He said they are requesting Regulatory Zone Amendment, Special Use Permit, and Administrative permit

Regular Zone Amendment: Zone change request from current HDR and LDS. Requesting to (PR) Parks & Recreation zoning – types of uses include: Golf, outdoor recreation, club house designation. Other courses in the area (Hidden Valley golf course and Washoe Golf course) are both zoned Parks & Recreation.

Special Use Permit: Requesting expansion of existing clubhouse from 21,000 sq. ft. to 40,000 sq. ft. plus construction of a 7,000 sq. ft. indoor pickleball building separate from the clubhouse. Weddings and events are proposed within expanded clubhouse facility, which requires a Special Use Permit approval. A Special Use Permit for grading is also necessary to make proposed improvements to the site.

Administrative permit: Requesting Administrative Permit to allow for indoor sports and recreation – indoor fitness area (cardio and weight room, spin and yoga rooms).

Mr. Snelgrove showed a map of the properties that will be re-zoned off of Arrow Creek Parkway where the clubhouse is located.

Mr. Snelgrove spoke about the club house at ArrowCreek facts – two full golf courses; filed bankruptcy in 2014; Friends of ArrowCreek purchased it out of bankruptcy, then purchased by Lucky Star Golf; business model was just golf but not sustainable. The current plan is to expand club offering to include additional recreation to include indoor fitness and weddings. It's currently members' only. PR zoning would allow outside events to happen. Mr. Snelgrove spoke about other golf courses that had closed such as D'Andrea Golf Course. Just last month Old Greenwood Golf Course was planning to close.

Mr. Snelgrove reviewed the map of existing clubhouse and club renovation with pool and golf practice facilities for the SUP & Administrative Permit. He showed images of existing current clubhouse sloped roof. He showed the expansion areas for fitness area on south western side. South east corner of existing building will be for a golf shop expansion and kids area. North western side of building expansion will be the wedding/event/dining and kitchen expansion.

He showed the floor plan – everything on the right side will be the bar, café, event dining, restaurant. The leftside of the floor plan is geared toward the golf shop, administrative offices.

He showed slides of general architecture to match the current clubhouse.

He showed the pickleball building elevation schematic and rendering.

The applicant believes this is a great project that will help continue the planned renovation and re-creation of the club at ArrowCreek.

Mr. Snelgrove said these will be heard separately. RZA will go first before SUP/Admin permit will go forward. If that gets approved, then the SUP/Admin will go forward for approval.

Tom Burkhart asked if anyone is in opposition to this project. Mr. Snelgrove said not that they know of. He said they held two open houses, one was for the neighbors who are in close proximity. He said for the second open house, everyone was invited with 200+ people in attendance. He said they haven't received any negative feedback.

Tom Burkhart asked member percentages. The representative said 48% are current members. Mr. Snelgrove said by offering other activities, it will be a benefit and asset to the community.

Shaun O'Harra asked about traffic studies. Mr. Snelgrove said traffic engineer Paul Solaegui analyzed the project and said the traffic wouldn't trigger a traffic study. Mr. Snelgrove said they were drastically overparked. He said there was a proposed shopping center – that was a lot of traffic proposed, but the shopping center never panned out.

Gary Pestello, representative, said the County has been great. He said this has been unlawfully compliant and hope to get lawfully compliant. For sustainability of the club, this will be a finest facility in northern Nevada. Amenities and offerings will be expanded for the community. It will be property tax revenue for the County. Property values will be increased. Best fire break for the community.

MOTION: Tom Burkhart moved to recommend approval Regulatory Zone Amendment Case Number WRZA18-0009 (Club at Arrowcreek). Shaun O’Harra seconded to motion to recommend approval of WRZA 18-009. Motion passed unanimously.

MOTION: Shaun O’Harra moved to recommend approval Special Use Permit Case Number WSUP18-0020 (Club at Arrowcreek – Conventions and Meeting Facilities and Grading). Tom Burkhart seconded the motion to recommend approval. Motion passed unanimously.

MOTION: Kimberly Rossiter moved to recommend approval Administrative Permit Case Number WADMIN18-0015 (Club at Arrowcreek – Indoor Sports and Recreation). Shaun O’Harra seconded the motion to recommend approval. Motion passed unanimously.

7.C. Special Use Permit Case Number WSUP18-0021 (Sonoran Roofing) – Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on request of the expansion of an existing Construction Sales and Services use type. The expansion includes a 3,570 sq. ft. addition to an existing 3,636 sq. ft. metal storage building used for the storage of roofing materials, tools and equipment. The original building was approved under Special Use Permit SB05-014.

- Applicant/Property Owner: Rollapart Building, Inc./ John and Brenda Daly
- Location: 1565 Geiger Grade
- Assessor’s Parcel Number(s): 017-051-06
- Staff: Kelly Mullin, Washoe County Senior Planner; 775-328-3608 and kmullin@washoecounty.us
- Reviewing Body: Tentatively scheduled for the Board of Adjustment on February 7, 2019.

Kelly Mullin, Senior Planner, provided a project overview:
Applicant wants to expand and double the structure with an addition.

Robert Lauder, applicant representative, civil engineer provided a project overview: With the housing boom in Reno, this business has been busy and need to store more material inside. Originally built in 2006, the architect came up with an interesting architectural design. The addition is to intend to continue that architectural idea, not to be a plain metal building. He said the slope is unusual and subtle. The owner is trying to create storage to take better care of his materials. Storage will help to prevent littering.

MOTION: Tom Burkhart moved to recommend approval for Special Use Permit Case Number WSUP18-0021 (Sonoran Roofing). Kimberly Rossiter seconded the motion to recommendation approval. Motion passed unanimously.

8. Presentation and Discussion on the Possible Update of Washoe County Code 110.312, Fabricated Housing- Washoe County staff will present and lead a discussion to gather input from the CAB and public concerning fabricated housing (modular, manufactured, and mobile housing) requirements and any other issues concerning fabricated housing.

Julee Olander said she is here to gather information regarding fabricated housing. She provided a presentation:

- Washoe County Code 110.312 fabricated housing.
- Ms. Olander said the State oversees modular homes – manufacture and mobile homes.
- The State considers fabricated homes that are older than 1976 as a mobile home, after 1976 is considered manufactured home. It comes from federal government. They classify them.

Code requirements for manufacture housing:

- 1,200 square feet is the minimum size
- Built within the last 6 years
- Allowed in all residential zoned areas
- Development requirements same as stick built
- Design standards include: exterior siding and roof are non-reflective/non-metallic, roof structure are sloped with eaves.
- Washoe County Building Department would inspect outside of house for setup permit. The State oversees the inside of the house.
- Code 312 would not impact Sun Valley or out in the desert. Reno and Sparks doesn't have these regulations.

Tom Burkhart asked if wheels under structure, if it's considered a manufactured home. Ms. Olander said foundations are poured; there are several options for foundations per code. Chassis can be brought in and moved.

Patricia Phillips said she lived in one 40 years ago. It was first modular type home – looked just like stick built.

Julee Olander asked for questions and concerns with these types of structures.

Tom Burkhart asked about restrictions with setback requirements. Ms. Olander said it's the same requirements as stick built – same regulations with heights, setbacks.

Shaun O'Harra asked for clarification of current regulations.

Tom Burkhart asked about additions. Ms. Olander said that would be a different conversation.

Shaun O'Harra said his concern is to make sure they conform with the general look of the neighborhood. Ms. Olander said HOA/CCRs would regulate those standards. Washoe County doesn't have neighborhood look standards. Tom Burkhart said he agreed with Shaun O'Harra. Ms. Olander said we don't regulate that other than the siding/roof slope. Ms. Olander said we could explore design standards.

Gary Houk, Washoe Valley resident, asked about permits for accessory dwellings. Ms. Olander said that is an administrative permit. County isn't allowing a secondary unit for a property on septic that is less than 2 acres. The State controls it, so it leaves the zoning requirements to the County. Mr. Houk said he wasn't able to find this code. Ms. Olander said she could provide it. He said he would like to see the minimum size reduced. He said metal roofs are the way to go now. He said he would like this to go before another public hearing before it's approved.

Bill Naylor said he would like an explanation on how planning will go forward with this. He asked if there will be workshops or committees. The County shouldn't work on this on their own without public input.

Ms. Olander said this is us testing the water. She said there would be neighborhood meetings and workshops. She said they wanted to see if there is interest on how to proceed. She said she will take it to other CABs to get more input.

Tom Burkhart said anything that allows someone to own a house is a good thing. Shaun O’Harra agreed, and said a lot of houses are going towards metal roofing. Anything that promotes home ownership and making it easier for them is a good thing.

Patricia Phillip said the Health Department requires certain number of feet from waterway. Ms. Olander said building permits goes to health for their review. Patricia Phillips said she thinks it’s a good idea to add a description. Ms. Olander said it’s under the development code.

Ms. Olander said Sun Valley and the High Desert Area Plans supersede this. No regulations would be changed in those areas. Their requirements are different. They are able to do almost anything with fabricated housing.

9. *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).

8. *PUBLIC COMMENT – There were no requests for public comment.

ADJOURNMENT – the meeting adjourned at 7:26 p.m.

Number of CAB members present: 4

Number of Public Present: 20

Presence of Elected Officials: 0

Number of staff present: 2