



WASHOE COUNTY

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Comptroller _____

STAFF REPORT

BOARD MEETING DATE: May 23, 2017

DATE: April 21, 2017

TO: Board of County Commissioners

FROM: Bob Webb, Planning Manager, Planning and Development, Community Services Department, 328-3623, bwebb@washoecounty.us

THROUGH: Mojra Hauenstein, Arch., Planner, Division Director, Planning and Development, Community Services Department, 328-3619, mhauenstein@washoecounty.us

SUBJECT: For possible action to approve, on the recommendation of the Chair, the reappointment of Lee Lawrence to the Washoe County Board of Adjustment to represent Commission District 4 to fill a term beginning on July 1, 2017, and ending on June 30, 2021, or until such time as Mr. Lawrence no longer serves on the Board of Adjustment or a successor is appointed, whichever occurs first. (Commission District 4.)

SUMMARY

Lee Lawrence's term on the Washoe County Board of Adjustment will expire on June 30, 2017. County Commissioner Vaughn Hartung has recommended Lee Lawrence to the Chair of the Washoe County Board of Commissioners (Board) to be considered for reappointment to the Board of Adjustment. If reappointed, the term will begin on July 1, 2017, and end on June 30, 2021, until such time as Mr. Lawrence no longer serves on the Board of Adjustment or a successor is appointed, whichever occurs first.

Washoe County Strategic Objective supported by this item: Stewardship of Our Community.

PREVIOUS ACTION

On July 9, 2013, the Board appointed Lee Lawrence to a full term on the Washoe County Board of Adjustment representing Commission District 4. The term began on July 1, 2013 and will end on June 30, 2017.

On January 8, 2013, the Board appointed Lee Lawrence to fill an unexpired term on the Washoe County Board of Adjustment representing Commission District 3. The partial term began on January 8, 2013 and ended on June 30, 2013.

BACKGROUND

Nevada State Law enables Washoe County to create a Board of Adjustment to hear and decide appeals concerning zoning regulations or pertaining to the location and soundness

AGENDA ITEM # 13

of structures, and to provide other duties as established in County codes. The Board established the Board of Adjustment to hear and decide on appeals as authorized in State Law, and to hear and decide cases involving administrative and special use permits, and variances. Terms of appointment are four years, or until a successor takes office, and the appointees must be residents of the unincorporated area of Washoe County and registered voters at the time of their appointment and throughout their term of office. The Board appoints five members to the Board of Adjustment, each representing one of the County Commission Districts.

Article Number 8.2 of the *Rules and Procedures for the Washoe County Board of Commissioners* allows appointed Board of Adjustment members to serve two full consecutive terms. A full term is defined as $\frac{3}{4}$ or more of a member's term after appointment to fill an unexpired term. Mr. Lawrence did not serve $\frac{3}{4}$ of a term with his first appointment on January 8, 2013, and by Board rules he is eligible to serve a second full term.

Based on direction previously provided by the Board, the Commissioner whose district is represented by the Board of Adjustment vacancy (Commission District 4 in this case), recommends the appointment. Commissioner Hartung recommends that Lee Lawrence be reappointed to a full term to the Board of Adjustment commencing on July 1, 2017, through June 30, 2021, until such time as Mr. Lawrence no longer serves on the Board of Adjustment or a successor is appointed, whichever occurs first. Mr. Lawrence's application is included as Exhibit A to this staff report. Mr. Lawrence is an unincorporated County resident of Commission District 4.

FISCAL IMPACT

As authorized by NRS 278.280(2)(a) and Washoe County Code Section 110.912.10(i), Board of Adjustment members receive an \$80 per meeting stipend. The Board of Adjustment meets every other month, which equates to an annual per member stipend of \$480. Funds to compensate all Board of Adjustment members for scheduled meetings are included as part of the FY 2017-2018 budget request of the Planning and Development Division, Community Services Department (account 105400-710110).

RECOMMENDATION

It is recommended that the Board approve, on the recommendation of the Chair, the reappointment of Lee Lawrence to the Washoe County Board of Adjustment to represent Commission District 4 to fill a term beginning on July 1, 2017, and ending on June 30, 2021, or until such time as Mr. Lawrence no longer serves on the Board of Adjustment or a successor is appointed, whichever occurs first.

POSSIBLE MOTION

Should the Chair appoint Mr. Lawrence to the Board of Adjustment and should the Board agree with the appointment, a possible motion would be: "Move to approve, on the recommendation of the Chair, the reappointment of Lee Lawrence to the Washoe County Board of Adjustment to represent Commission District 4 to fill a term beginning on July 1, 2017, and ending on June 30, 2021, or until such time as Mr. Lawrence no longer serves on the Board of Adjustment or a successor is appointed, whichever occurs first."



Washoe County Community Service Application

Please complete the following application to indicate your interest in a position on a Washoe County Board or Commission. Your application will be kept on file for 12 months. You will need to reapply after that time if you still wish to be considered for a position.

Is there a specific Board or Commission vacancy you are applying for? If yes, which one?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Washoe County Board of Adjustment	

Name: Lee Lawrence

Residential Home Address

Address: 483 Alamosa Drive		
City: Sparks	State: NV	Zip: 89441
Assessor's Parcel Number if known:		
Home Phone: 775-233-8014	Cell Phone: -same-	
E-mail: -County email on file-		

Mailing Address (if different from residential home address)

Address:		
City:	State:	Zip:

Occupation and Business Address

Job Title: Owner/Primary Principal (NV. Lic #7010)		
Business Name: ZeeBest Pest Control Inspection Services LLC.		
Address (Street and/or P.O. Box): 9732 State Route 445		
City: Sparks	State: NV	Zip: 89441
Assessor's Parcel Number if known:		
Business Phone: 775-379-2521		
E-mail: zeebestpc@gmail.com		

Registered Voter

Are you registered to vote in Washoe County? The Washoe County Commission requires that a person be a registered voter in Washoe County (if eligible to vote) to be considered for membership on a Citizen Advisory Board. This requirement may be waived on a case-by-case basis by the County Commission.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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How long have you lived in your area? (Years/Months) 48 years, 7 months
How long have you lived in Washoe County? (Years/Months) 48 years, 7 months
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please list conviction dates and nature:
Briefly, in your own words explain why you would like to be appointed to the Board or Commission.

Please print or type, and complete the form entirely.

February 2017

This application is for a reappointment to the Board of Adjustment. In addition to my original statements regarding my qualifications for my first appointment to the Board of Adjustment in June-2012, I have learned a great deal regarding the County's regulatory oversight of construction projects requiring special use permits, variances, etc., and public concern regarding them. I served two consecutive terms as Chairman of the Board where I gained experience in county regulation, policy and at times the need to produce compromise between opposing parties (i.e. neighbors vs. permit applicant). The Board of Adjustment is an important part of the County's need to provide a permitting process for special uses which takes into consideration the positive and negative concerns of those in our community, upon which sound decisions can be made.

Describe your qualifications for this appointment, including, but not limited to your educational background, professional background and awards/honors.

See original application for first appointment in June-2012, and statements provided above.

List your community and/or civic involvement history.

Original Board of Adjustment appointment June-2012, including two consecutive terms as Board Chair.

Please list the name and phone number of any personal references that we may contact.

Vaughn Hartung, Board of Washoe County Commissioners, 240-9616. James R. Barbee, Director, Nevada Department of Agriculture.

Please attach any additional information you wish.

I understand the role and responsibilities of membership on this board or commission and am willing to serve. If appointed, I will attend required meetings and training and will adhere to pertinent bylaws. I understand that some appointments require a Financial Disclosure Form to be submitted to the Nevada State Ethics Commission. I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.

Signature: _____

Date: 4-23-2017

PLEASE RETURN THE APPLICATION TO:

Washoe County Planning and Development

P.O. Box 11130, 1001 E. Ninth Street, Room A275, Reno, NV 89520-0027

Phone: (775) 328-3600; FAX: (775) 328-6133; Email: krstark@washoecounty.us

Date Received: _____

Commission District: _____

Appointed to: _____

Date of Appointment: _____

Thank you for your interest in Washoe County Government!

**This document is part of the public record
and is available for public review.**

Washoe County Community Service Application

Volunteer... Make a Difference in Washoe County!

Please complete the following application to indicate your interest in a citizen-appointed position on a Washoe County Board or Commission. Your application will be kept on file for 12 months. You will need to reapply after that time if you still wish to be considered for a position. Applications may also be obtained on our website at www.washoecounty.us.

Is there a specific Board of Commission vacancy you are applying for? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, which one?
Washoe County Board of Adjustment

Name: Lee M. Lawrence II

Residential Home Address

Address: 483 Alamosa Drive		
City: Sparks	State: NV	Zip: 89441
Assessor's Parcel Number (if known): 07628028		
Phone: (775) 353-3671	Email: llawrenc@agri.nv.gov	

Mailing Address (If different from residential home address)

Street and/or P.O. Box:		
City:	State:	Zip:

Occupation and Business Address

Job Title: Program Manager-Agriculturist IV		
Business Name: Nevada Department of Agriculture		
Address (Street and/or P.O. Box) 405 S. 21st Street		
City: Sparks	State: NV	Zip: 89431
Business Phone: 775-353-3671	Email: llawrenc@agri.nv.gov	

Registered Voter

Are you registered to vote in Washoe County?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The Washoe County Commission requires that a person be a registered voter in Washoe County (if eligible to vote) to be considered for membership on a Citizen Advisory Board. This requirement may be waived on a case-by-case-basis by the County Commission.	

How long have you lived in your area?	(Years 23 /Months)
How long have you lived in Washoe County?	(Years 45 /Months)
Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, please list conviction dates and nature:	

Please print or type, and complete form entirely

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December 2011

Washoe County Community Service Application

Briefly, in your own words, explain why you would like to be appointed to the Board or Commission, describe your qualifications for this appointment, and list your community and/or civic involvement. Please attach any additional information you wish. Also, please list the name and phone number of any personal references that we may contact.

Personal Information: I grew up in Washoe County, attended the University of Nevada and graduated in 1986 with a B.S. degree. My wife has been involved in retail sales as a store manager for most of her adult life. My two sons grew up in Spanish Springs where they went to school and played sports. My oldest son is currently attending the University of Nevada and my other son is attending Sierra Junior College, where he plays football. In 2004 I began construction on my current home as an owner-builder.

Qualifications: I believe community involvement is an important part of our civic responsibility. My position with the Nevada Department of Agriculture requires a working knowledge of a variety of issues ranging from proper pesticide use, structural pest control, mold, entomology, plant pathology, groundwater protection, agricultural production (organic), air quality (indoor), urban livestock and noxious weed management, and related issues. I am the lead regulatory official for the state's pest control industry which has an annual revenue worth of \$153,000,000. I write a quarterly magazine article, perform public speaking and provide continuing education. Much of Washoe County is considered "rural agricultural". I believe someone with a science background who is experienced in a variety of (urban) agricultural issues would be a benefit to the Washoe County Board of Adjustment.

References: Vaughn Hartung, Board of Washoe County Commissioners, District 4 (newly elect), 240-9616. James R. Barbee, Director, Nevada Department of Agriculture, 353-3613.

I understand the role and responsibilities of membership on this board or commission and am willing to serve. If appointed, I will attend required meetings and training and will adhere to pertinent bylaws. I understand that some appointments require a Financial Disclosure Form to be submitted to the Nevada State Ethics Commission. I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.

Signature: _____

Date: _____

PLEASE RETURN THE APPLICATION TO:

Washoe County Community Development, Attn: Dawn Spinola
Post Office Box 11130, 1001 East Ninth Street, Room A275, Reno, NV 89520-0027
Phone: 775.328.3600; Fax: 775.328.6133; Email: dspinola@washoecounty.us

Date Received: _____ Commission District _____

Appointed to: _____ Date of Appointment: _____

Thank you for your interest in Washoe County Government

This document is part of the public record and is available for public review.