



Administrative Permit Staff Report

Meeting Date: December 1, 2016

Subject: Administrative Permit Case Number AP16-008
Applicant: Sun Valley General Improvement District (SVGID)
Agenda Item Number: 8B
Summary: Construction and operation of an Electronic Message Display (EMD) sign
Recommendation: Denial
Prepared by: Roger Pelham, MPA, Senior Planner
Washoe County Community Services Department
Planning and Development Division
Phone: 775.328.3622
E-Mail: rpelham@washoecounty.us

Description

Administrative Permit Case Number AP16-008 (Sun Valley General Improvement District Electronic Message Display) – Hearing, discussion, and possible action to approve an Administrative Permit to allow the construction and operation of an Electronic Message Display. The overall height of the proposed sign is six feet. The overall width of the proposed sign is eight feet. The electronic message display area is approximately two feet in height and seven-and-a-half feet in width (15 square feet).

- Applicant/Property Owner: Sun Valley General Improvement District
Attn: Darrin Price
5000 Sun Valley Boulevard
Sun Valley, NV 89433
- Location: 115 W. 6th Avenue, at the Sun Valley Regional Park
- Assessor's Parcel Number: 085-211-03
- Parcel Size: ± 26.1 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Parks and Recreation (PR)
- Area Plan: Sun Valley
- Citizen Advisory Board: Sun Valley
- Development Code: Authorized in Article 505, Sign Regulations
- Commission District: 3 – Commissioner Jung
- Section/Township/Range: Section 18, T20N, R20E, MDM,
Washoe County, NV

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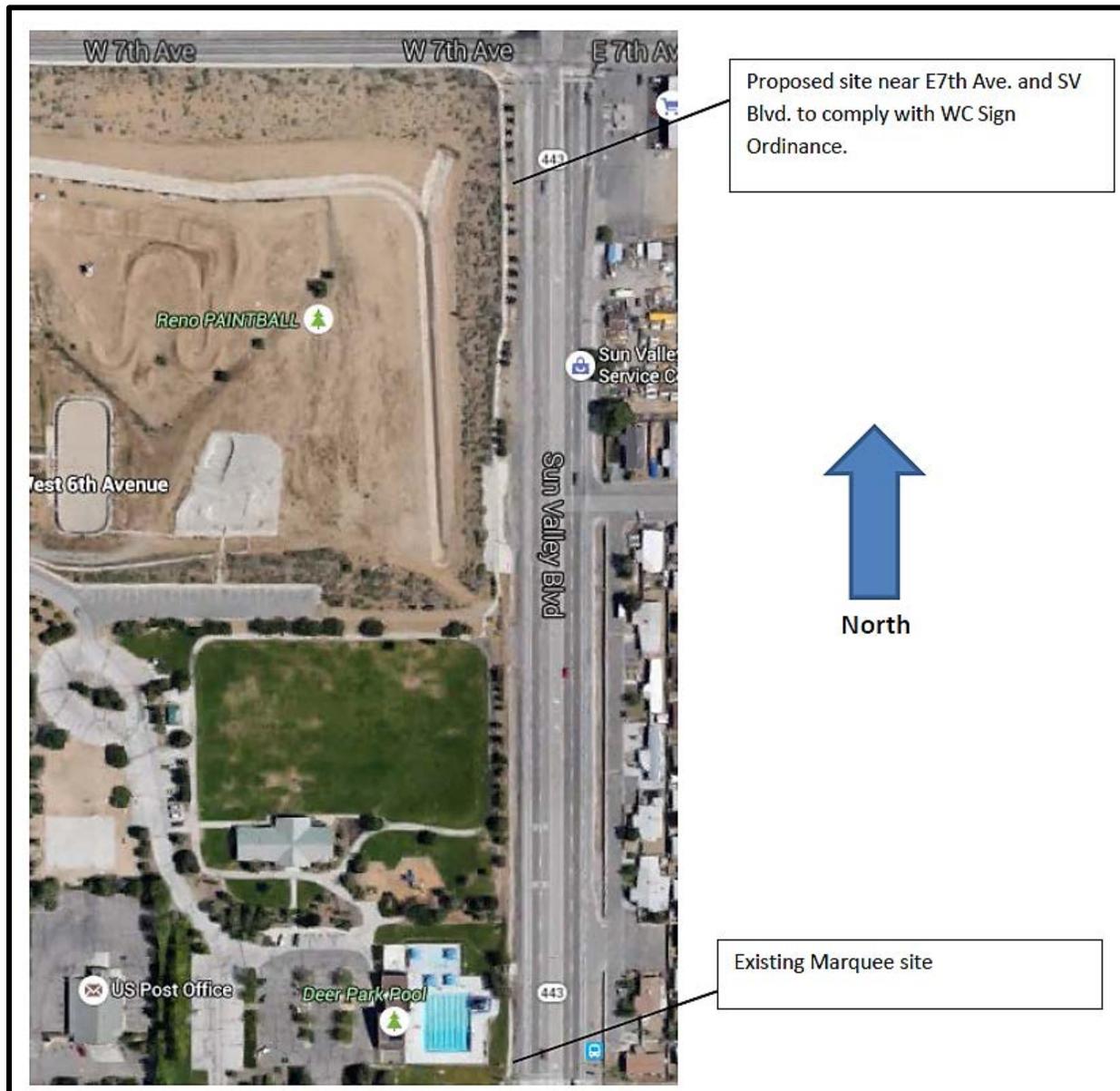
Administrative Permit Definition

The purpose of an Administrative Permit is to provide a method of review for a proposed use which possess characteristics that requires a thorough appraisal in order to determine if the use has the potential to adversely affect other land uses, transportation or facilities in the vicinity. The Board of Adjustment or the Hearing Examiner may require conditions of approval necessary to eliminate, mitigate, or minimize to an acceptable level any potentially adverse effects of a use, or to specify the terms under which commencement and operation of the use must comply. Prior to approving an application for an administrative permit, the Hearing Examiner or the Board of Adjustment must find that all of the required findings, if applicable, are true.

This permit is being recommended for denial, therefore there are no recommended Conditions of Approval for Administrative Permit Case Number AP16-008 attached to this staff report.



Vicinity Map



Site Plan Provided by Applicant

Project Evaluation

The applicant is requesting approval to construct and operate an Electronic Message Display (EMD) at the location indicated on the site plan above as “Existing Marquee site.” The applicant is not requesting to place the EMD at the location noted as “Proposed site near E7th Ave. and SV Blvd. to comply with WC Sign Ordinance.”

An EMD is defined at Washoe County Code Section 110.505.70 as follows:

Electronic Message Display (EMD). “Electronic message display” means a sign that is capable of displaying words, symbols, figures or images that can be electronically or mechanically changed by remote or automatic means.

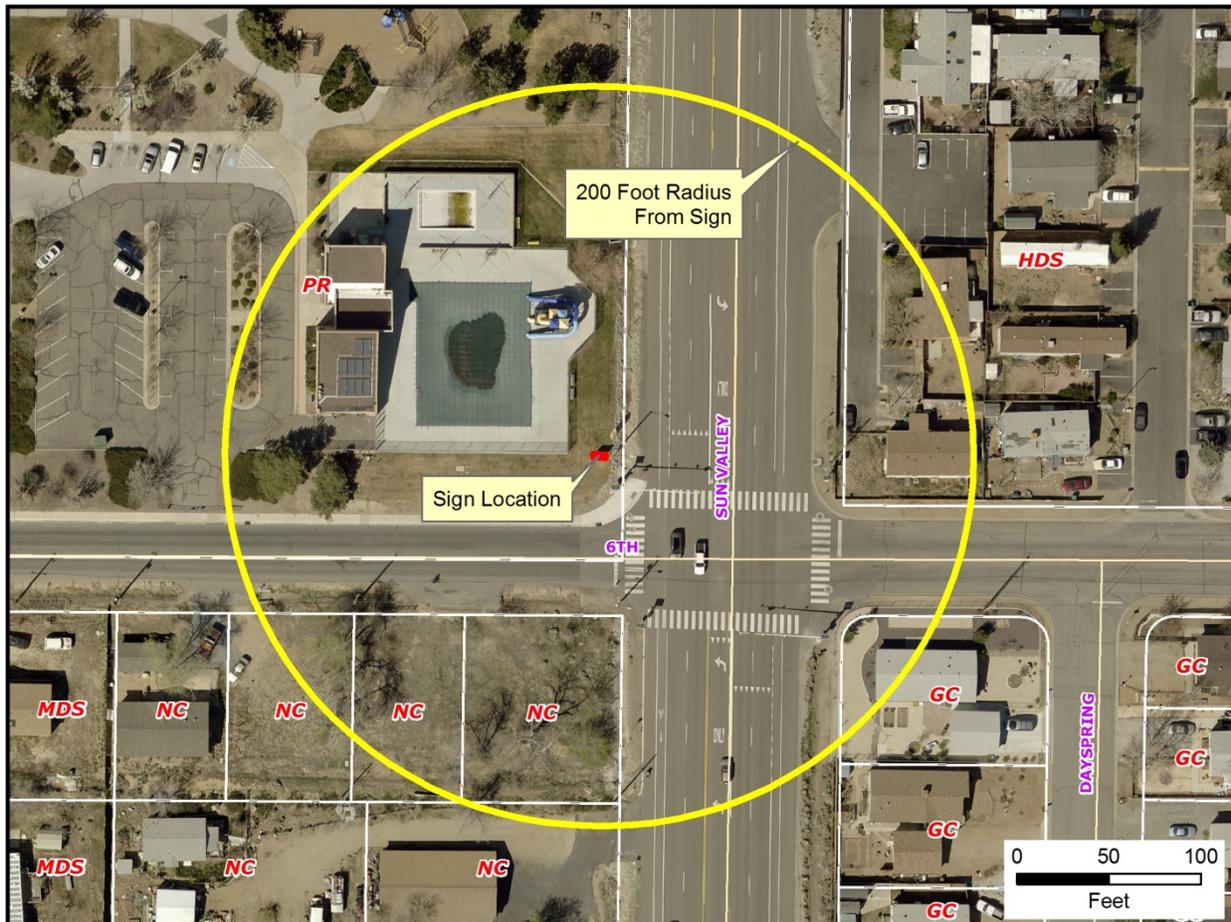
The following is an excerpt of the application submitted with this request:

2. What currently developed portions of the property or existing structures are going to be used with this permit?

The proposed marquee will be installed in front of existing Sun Valley Pool building replacing the existing marquee. Power for sign will be run from existing Sun Valley Pool building to proposed marquee.

Washoe County Code (WCC) Section 110.505.30 governs EMD signs and requires the approval of an Administrative Permit by the Board of Adjustment for construction of any EMD. That Code section also includes standards for placement of EMD's.

WCC Section 110.505.30(d) specifies that, "An EMD shall not be placed within 200 feet from any residential regulatory zone property line." The location proposed by the applicant is within 200 feet of a residential regulatory zone [High Density Suburban (HDS)] property line, as shown below. The proposal does not comply with this requirement.



Photos of the existing sign which is proposed to be replaced by the EMD follow:



The proposed EMD is subject to other standards within WCC Section 110.505.30 as follows:

1. WCC Section 110.505.30(f) which reads, "An EMD shall only be located on properties with regulatory zones of General Commercial (GC), Tourist Commercial (TC), Neighborhood Commercial (NC), and Industrial (I) on parcels one acre in size or larger or on properties with regulatory zones of Public/Semi-Public Facilities (PSP) and Parks and Recreation (PR) that are ten acres or larger in size. Only one EMD shall be allowed

per site.” The subject site is approximately 26 acres in size and is zoned Parks and Recreation (PR). The proposal complies with this requirement.

- WCC Section 110.505.30(g) which reads, “A freestanding EMD sign structure shall not exceed 12 feet in height and shall be a monument sign as defined at Section 110.505.75, Definitions, unless the EMD is placed on a property with a Regional, Recreation, Travel and Tourism use type.” A monument sign is defined at WCC 110.505.75 as follows:

Monument Sign. “Monument sign” means a freestanding sign generally having a low profile with little or no open space between the ground and the sign copy.



The proposal meets the criteria above. A drawing of the proposed EMD follows.



Finally, WCC Table 110.505.15.1 allows one freestanding sign, up to 80 square-feet in size for a civic use type. The proposal complies with the applicable size limitations.

It may be questioned whether the Board of Adjustment (BOA) has the authority to vary the standard that does not allow an EMD to be placed within 200 feet from any residential regulatory zone property line with the approval of an Administrative Permit. The BOA does not have that authority. WCC Section 110.505.05(e) reads as follows:

Variance. Variances to the provisions of this Article can be made only by the Planning Commission or the Board of County Commissioners and only upon a finding supported by written legal opinion of the District Attorney that the variance

is required to comply with the constitution, laws or judicial decisions of the United States or State of Nevada.

Because the EMD is proposed to be placed within 200 feet of a residential regulatory zone property line, and violates the provision of WCC Section 110.505.30(d), staff recommends denial of the Administrative Permit is recommended.

Staff notes that WCC Chapter 110, Article 505, Sign Regulations was adopted by the Board of County Commissioners on April 12, 2016 and effective on April 22, 2016. Article 505 regulations allow the proposed EMD to be located on the subject parcel, but requires that it be located further north, as there is residential zoning (High Density Suburban) directly to the east of the subject parcel, across Sun Valley Boulevard, for approximately the southern two-thirds of the length of the subject parcel. It is possible for the applicant to place an EMD near the intersection of Sun Valley Boulevard and 7th Avenue, and meet all generally applicable provisions of Article 505.

Staff further notes that prior to the approval of Article 505, the previously applicable code, Article 504 Sign Regulations, made no provision for any “electronic variable message” (digital sign) for a “Civic” use type such as the Sun Valley Neighborhood Center.

Sun Valley Citizen Advisory Board (SVCAB)

Administrative permits are not required by Washoe County Code to be presented at a Citizen Advisory Board meeting.

Reviewing Agencies

The following agencies received a copy of the project application for review and evaluation.

- Washoe County Community Services Department
 - Roads
 - Engineering and Capital Projects
 - Traffic
 - Planning and Development Division
- Truckee Meadows Fire Protection District
- Regional Transportation Commission
- Washoe – Storey Conservation District
- Sun Valley General Improvement District

Of the eight above listed agencies/departments, only the Planning and Development Division provided comments in response to their evaluation of the project application. As noted above, Planning and Development staff is recommending denial of the Administrative Permit request as the proposed EMD is located within 200 feet of a residential regulatory zone.

Staff Comment on Required Findings

WCC Section 110.808.25, *Administrative Permits*, requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the administrative permit request. Staff has completed an analysis of the application and has determined that the proposal is not in compliance with required findings numbered three and four, as follows:

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Sun Valley Area Plan.

Staff Comment: The proposed use not inconsistent with the Master Plan and the Sun Valley Area Plan.

2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven.

Staff Comment: There are adequate utilities, roadway improvements, sanitation, water supply, drainage for the proposed EMD.

3. Site Suitability. That the site is physically suitable for an EMD and for the intensity of such a development.

Staff Comment: The site is not suitable for an EMD or for the intensity of such a development because it is closer than 200 feet to a residential regulatory zone property line.

4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

Staff Comment: Issuance of the permit may be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area because the proposed EMD is closer than 200 feet to a residential regulatory zone property line.

5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Staff Comment: There is no military installation in the required noticing distance of the proposed EMD, therefore this finding is not required to be made.

Recommendation

The proposed EMD does not meet the minimum requirements of WCC Section 110.505, specifically WCC Section 110.505.30(d) which requires that, "An EMD shall not be placed within 200 feet from any residential regulatory zone property line." Therefore, after a thorough analysis and review, Administrative Permit Case Number AP16-008 is being recommended for denial.

Motion

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment deny Administrative Permit Case Number AP16-008 for the Sun Valley General Improvement District being unable to make required findings number three and four, in accordance with Washoe County Development Code Section 110.808.25:

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Sun Valley Area Plan;
2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;
3. Site Suitability. That the site is physically suitable for an EMD and for the intensity of such a development; and

4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

Appeal Process

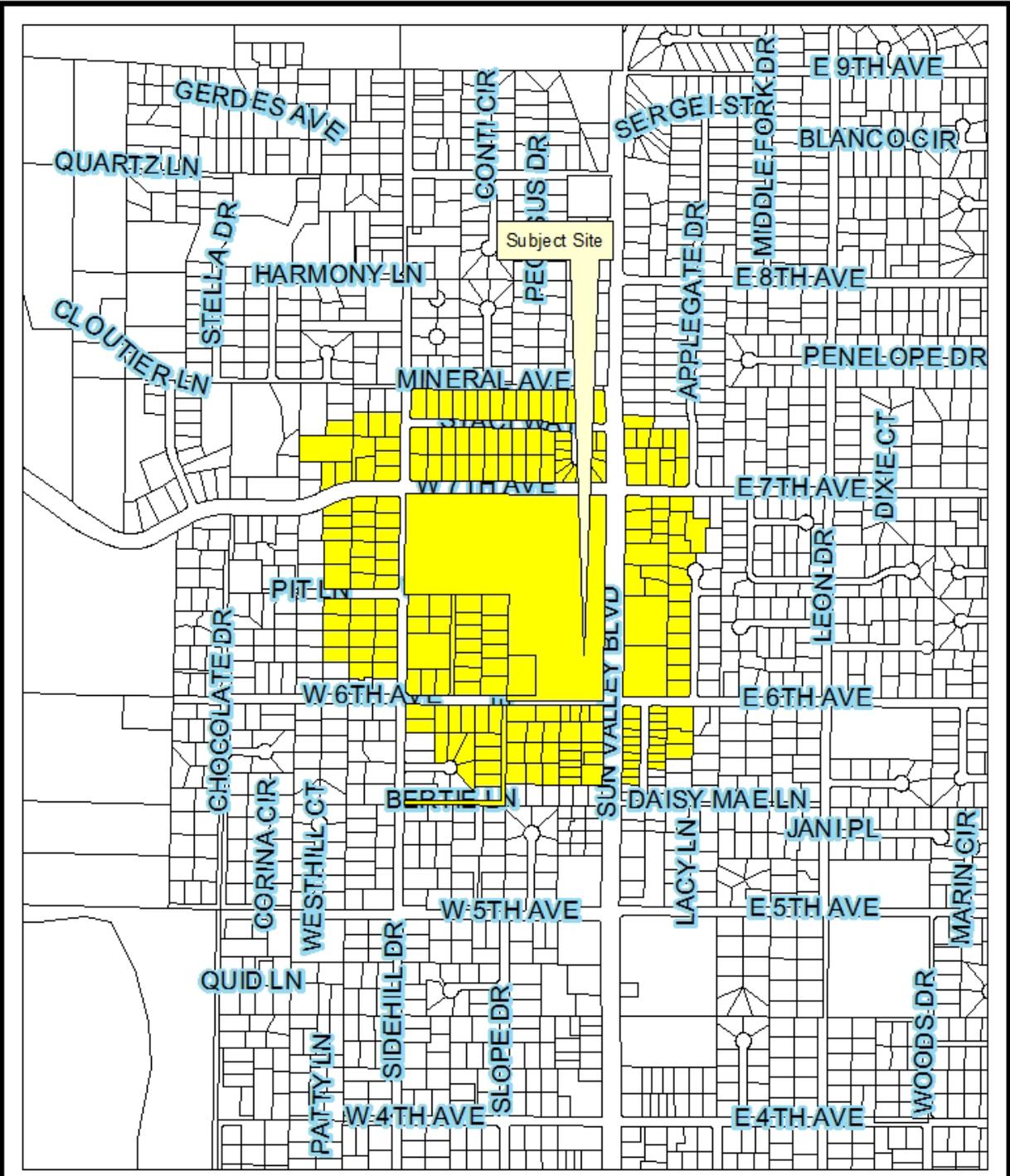
Board of Adjustment action will be effective 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Development Division within 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant.

Applicant/Property Owner: Sun Valley General Improvement District
Attn: Darrin Price
5000 Sun Valley Boulevard
Sun Valley, NV 89433

From: Corbridge, Kimble
Sent: Thursday, November 03, 2016 2:05 PM
To: Pelham, Roger
Cc: Vesely, Leo; Smith, Dwayne E.
Subject: AP16-008 Sun ValleyGID sign

Roger,
I have reviewed the referenced project and have no comments or conditions.
Thx,
Kimble

Kimble O. Corbridge, P.E., CFM
Washoe County Community Services Department
KCorbridge@washoecounty.us | o 775.328.2041 | f 775.328.3699 | 1001 E. Ninth St., A-255,
Reno, NV 89512



Mailing Label Map
 Administrative Permit Case No AP16-008
 Sun Valley GID Electronic Message Display
 214 Parcels selected at 500 feet.



Community Services
 Department
 Planning and
 Development Division
 WASHOE COUNTY
 NEVADA
 Post Office Box 11130
 Reno, Nevada 89520
 (775) 228-2800

Source: Planning and Development Division

Date: September 2016

AP16-008

Exhibit C

Community Services Department
Planning and Development
ADMINISTRATIVE PERMIT APPLICATION



Community Services Department
Planning and Development
1001 E. Ninth St., Bldg A
Reno, NV 89520

Telephone: 775.328.3600

Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Development staff at 775.328.3600.

Project Information		Staff Assigned Case No.: _____	
Project Name: Sun Valley Electronic Marquee			
Project Description: Install new electronic marquee for public notifications			
Project Address: 115 W. 6th Ave.			
Project Area (acres or square feet): Approximately 200 square feet			
Project Location (with point of reference to major cross streets AND area locator): 115 W. 6th Ave. corner of Sun Valley Blvd. and W. 6th Ave. (where existing marquee is located).			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
085-211-03	26.086		
Section(s)/Township/Range: section ? Township 20 Range 20			
Indicate any previous Washoe County approvals associated with this application: Case No. (s) None			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: Sun Valley GID		Name:	
Address: 5000 Sun Valley Blvd.		Address:	
Zip: 89433		Zip:	
Phone: 775-673-2220		Phone:	
Fax: 775-673-7707		Fax:	
Email: DPrice@svgid.com		Email:	
Cell: 775-848-9919		Cell:	
Other:		Other:	
Contact Person: Darrin Price		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name: same		Name:	
Address:		Address:	
Zip:		Zip:	
Phone:		Phone:	
Fax:		Fax:	
Email:		Email:	
Cell:		Cell:	
Other:		Other:	
Contact Person:		Contact Person:	
For Office Use Only			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Property Owner Affidavit

Applicant Name: SUN VALLEY GENERAL IMPROVMENT DISTRICT

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA)
COUNTY OF WASHOE }

I, Darrin Price (please print name)

being duly sworn, depose and say that I am the owner* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Development.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 085-211-03

Printed Name Sun Valley GID

Signed Darrin Price

Address 5000 Sun Valley Blvd. Sun Valley, NV 89433

Subscribed and sworn to before me this 28th day of September, 2016.

Jennifer Merritt Notary Public in and for said county and state

My commission expires: 01/13/2018

(Notary Stamp)



*Owner refers to the following: (Please mark appropriate box.)

- Owner (checked)
Corporate Officer/Partner
Power of Attorney
Owner Agent
Property Agent
Letter from Government Agency with Stewardship

Administrative Permit Application Supplemental Information

(All required information may be separately attached)

Chapter 110 of the Washoe County Code is commonly known as the Development Code. Specific references to administrative permits may be found in Article 808, Administrative Permits.

1. What is the type of project or use being requested?

Install new electronic marquee for public notifications.
Reference WC Code 110.505.30

2. What currently developed portions of the property or existing structures are going to be used with this permit?

The proposed marquee will be installed in front of existing Sun Valley Pool building replacing the existing marquee. Power for sign will be run from existing Sun Valley Pool building to proposed marquee.

3. What improvements (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.) will have to be constructed or installed and what is the projected time frame for the completion of each?

Power from existing Sun Valley Pool building will have to be tapped into and run approximately 80ft to proposed marquee location. Estimated time to install power is 3 days. No other improvements are needed.

4. What is the intended phasing schedule for the construction and completion of the project?

There is no phasing. Estimated time to run power and install marquee is 30 days.

5. What physical characteristics of your location and/or premises are especially suited to deal with the impacts and the intensity of your proposed use?

The site is public property owned by the Sun Valley GID a non-profit governmental entity. The electronic marquee will face north/south with the flow of traffic on Sun Valley Blvd. The closest occupied residential property(s) is located due east minimizing any light emission from the sign.

Please reference site map.

6. What are the anticipated beneficial aspects or effects your project will have on adjacent properties and the community?

The benefits are notifications of events and programs available to the public as well as potential emergency notification.

7. What will you do to minimize the anticipated negative impacts or effects your project will have on adjacent properties?

The current marquee faces north/south as the bulk of traffic is on Sun Valley Blvd. Current occupied residents are located across Sun Valley Blvd. on the east. As the existing marquee is "known" to Sun Valley residents and the proposed marquee is for replacement impacts should be minimal other than the marquee being electronic.

8. Please describe operational parameters and/or voluntary conditions of approval to be imposed on the administrative permit to address community impacts.

If necessary illumination will be dimmed during night time operation.

9. How many improved parking spaces, both on-site and off-site, are available or will be provided? (Please indicate on site plan.)

N/A

10. What types of landscaping (e.g. shrubs, trees, fencing, painting scheme, etc.) are proposed? (Please indicate location on site plan.)

The proposed marquee will be similar in color to the building. No changes to existing landscaping.

11. What type of signs and lighting will be provided? On a separate sheet, show a depiction (height, width, construction materials, colors, illumination methods, lighting intensity, base landscaping, etc.) of each sign and the typical lighting standards. (Please indicate location of signs and lights on site plan.)

Please see attached sheet for sign specifics.

12. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that apply to the area subject to the administrative permit request? (If so, please attach a copy.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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13. Utilities:

a. Sewer Service	N/A
b. Water Service	N/A

For most uses, the Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County. Please indicate the type and quantity of water rights you have available should dedication be required:

c. Permit #	N/A	acre-feet per year	
d. Certificate #	N/A	acre-feet per year	
e. Surface Claim #	N/A	acre-feet per year	
f. Other, #	N/A	acre-feet per year	

l. Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):

N/A



Tekstar Capabilities

25.2"

THIS SIGN IS CAPABLE OF DISPLAYING 1 TO 4 ROWS 5.5" TO 25.2" CHARACTERS

For Full Capabilities go to stewartsigns.com

TekStar Color
20mm 32X112
CABINET SIZE: 5'x8'

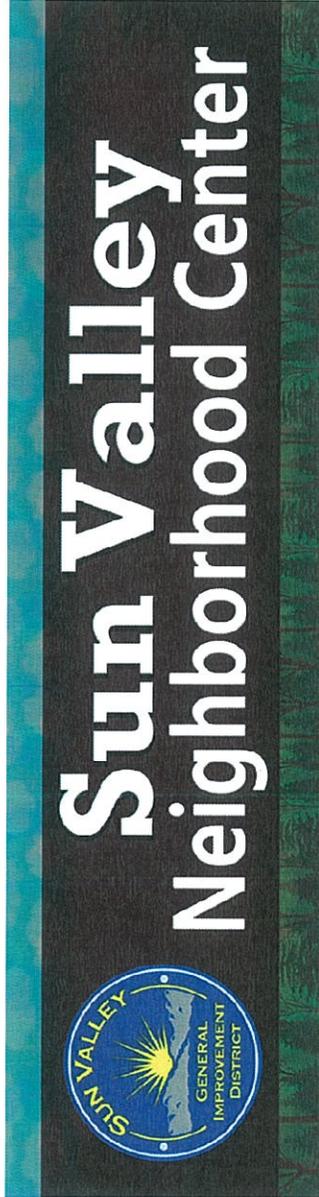
Vinyl Color: Photoreal	Paint Color: Spartan Bronze	Approved as shown
Text Color: Draft: White	Draft: White	Date _____
Cowling Text Vinyl: SIGN DESIGN #	SIGN DESIGN #	Approved with listed changes
GRAPHICS DISCLAIMER: This custom artwork is not intended to provide an exact match between ink, vinyl, paint, or LED color. Brickwork, masonry and landscaping is not included in the proposal. Measurements shown are approximations; dimensions of final product may vary. LED images shown are simulated to replicate optimum viewing distance. Sign is designed to be illuminated at all times. Sketches are based off of this premise.		Date _____

 **stewartsigns**
 America's Premier Sign Company

5/8"=1'
 Sk: 872550-3-s
 Cust: 1144461
 6/27/2016
 L/KCarlin
 SOLD

ORIGINAL DESIGN DO NOT DUPLICATE
 PH. 1-800-237-3928 - FAX 1-800-485-4280





H6Pr872550-3-s

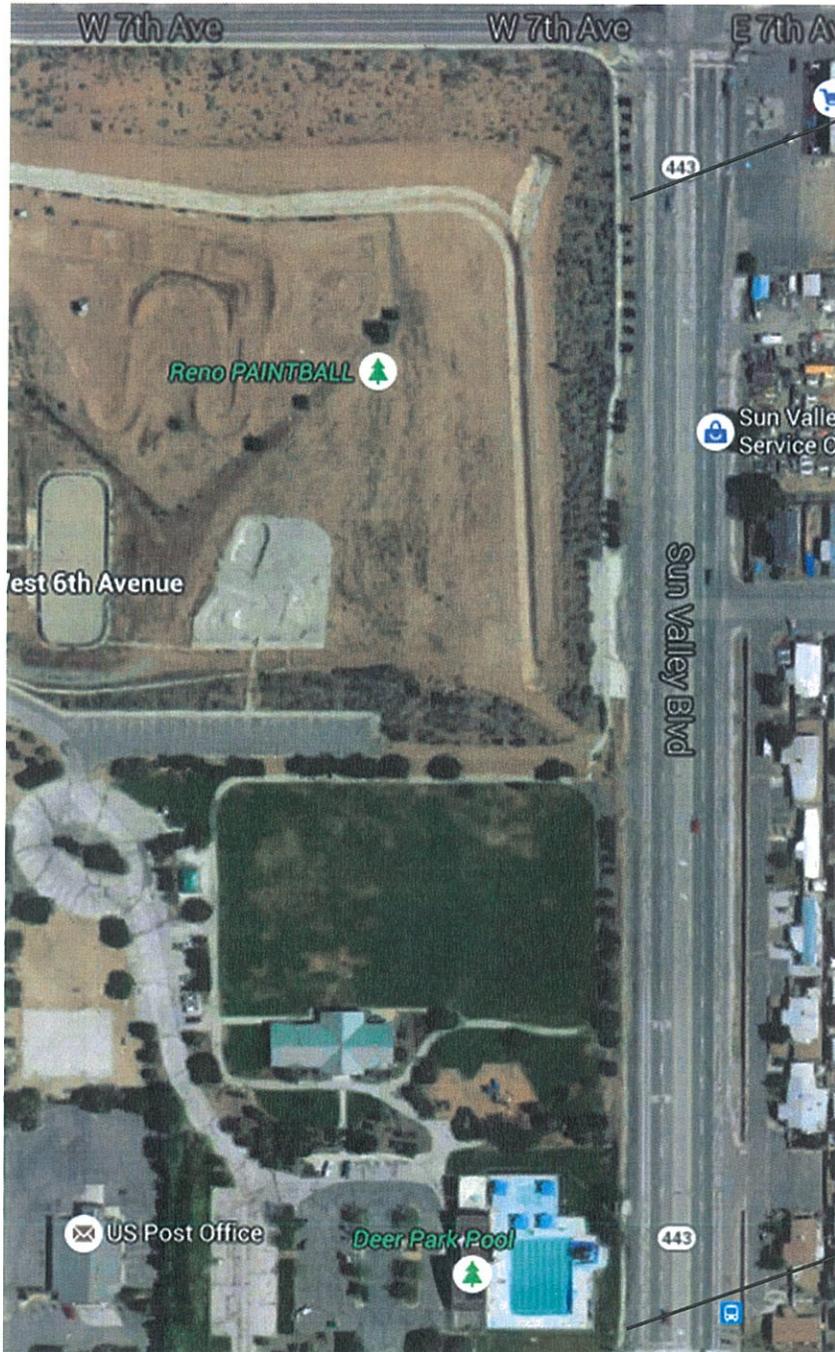
Photoreal Face

Flat Surface Dimension: 24.125" x 91.875"

With Bleed: 24.625" x 92.375"

Vinyl Color: Photoreal Text Color: Cowling Text Vinyl:	Paint Color: Spartan Bronze Draft: White SIGN DESIGN #	5/8"=1' Sk: 872550-3-s Cust: 1144461 6/27/2016 L/KCarlin SOLD
GRAPHICS DISCLAIMER: This custom artwork is not intended to provide an exact match between ink, vinyl, paint, or LED color. Brickwork, masonry and landscaping is not included in the proposal. Measurements shown are approximations; dimensions of final product may vary. LED images shown are simulated to replicate optimum viewing distance. Sign is designed to be illuminated at all times. Sketches are based off of this premise.		 <p>ORIGINAL DESIGN DO NOT DUPLICATE PH. 1-800-237-3928 - FAX 1-800-485-4280</p>





Proposed site near E7th Ave. and SV Blvd. to comply with WC Sign Ordinance.



Existing Marquee site