



# WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

**\*PLEASE NOTE THE DIFFERENT MEETING LOCATION\***

## Board of Adjustment Members

Kim Toulouse, Chair  
Clay Thomas, Vice Chair  
Kristina Hill  
Lee Lawrence  
Brad Stanley  
William Whitney, Secretary

Thursday, December 1, 2016  
1:30 p.m.

Washoe County Administrative Complex  
Health District Building B  
1001 East Ninth Street  
Reno, NV

---

## PUBLIC HEARING ITEMS

(Complete case descriptions are provided beginning on page three of this agenda)

- **Special Use Permit Case Number SB16-010 (Truckee Meadows Fire Protection District, Station Number 14)**
- **Administrative Permit Case Number AP16-008 (Sun Valley General Improvement District Electronic Message Display)**
- **Variance Case Number VA16-005 (Thomas Lypka)**
- **Administrative Permit Case Number AP16-007 (Lair & Corral)**
- **Variance Case Number VA16-008 (Puccinelli)**

---

**Items for Possible Action.** All numbered or lettered items on this agenda are hereby designated for possible action as if the words “for possible action” were written next to each item (NRS 241.020), except for items marked with an asterisk (\*). Those items marked with an asterisk (\*) may be discussed but action will not be taken on them.

**Possible Changes to Agenda Order and Timing.** Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting or moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

**Public Comment.** During the “General Public Comment” items listed below, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during public hearing and planning items that are *not* marked with an asterisk (\*). Any public comment for hearing and planning items will be heard before action is taken on the item and must be about the specific item being considered by the Board. In order to speak during any public comment, each speaker must fill out a “Request to Speak” form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations, five minutes for a speaker representing a group, and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair. At the discretion of the Chair, additional time may be provided to any party if the request is made at least 24 hours in advance of the meeting start time. Comments are to be directed to the Board as a whole and not to one individual.

**Public Participation.** The Board of Adjustment adopted Rules, Policies and Procedures are available on the website provided on the next page or by contacting the Planning and Development Division.

At least one copy of items displayed and at least ten copies of any written or graphic material for the Board's consideration should be provided to the Recording Secretary. Materials longer than one page in length submitted within six days of the Board of Adjustment meeting may not be considered by the Board in their deliberations. Subject to applicable law and the Board's Rules, Policies and Procedures, public comment or testimony may be submitted to the Board in written form for its consideration. However, the Board is not required to read written statements aloud during the meeting.

**Posting of Agenda; Location of Website:** Pursuant to NRS 241.020, the Agenda for the Board Meeting has been posted at the following locations: Washoe County Administration Building (1001 E. 9<sup>th</sup> Street, Bldg. A); Washoe County Courthouse – Second Judicial District Court (75 Court Street); Washoe County – Reno Downtown Library (301 South Center Street); Sparks Justice Court (1675 East Prater Way); [https://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/board\\_of\\_adjustment/index.php](https://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php); and <https://notice.nv.gov>.

**How to Get Copies of Agenda and Support Material:** Copies of this agenda and supporting materials may be obtained through the Planning and Development Division website ([http://www.washoecounty.us/csd/planning\\_and\\_development/board\\_commission/board\\_of\\_adjustment/index.php](http://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php)) or at the Planning and Development Division Office (contact Donna Fagan, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3616 or e-mail [dfagan@washoecounty.us](mailto:dfagan@washoecounty.us)). If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Support material is available to the public at the same time it is distributed to Board of Adjustment members. If material is distributed at a meeting, it is available within 24 hours after the meeting.

**Special Accommodations:** Facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g. sign language, interpreters, or assisted listening devices) at the meeting should notify the Planning and Development Division, at 775.328.6100, two working days prior to the meeting.

**Appeal Procedure:** Most decisions rendered by the Board of Adjustment are appealable to the Board of County Commissioners. If you disagree with the decision of the Board of Adjustment and you want to appeal its action, call the Planning staff immediately at 775.328.3600. You will be informed of the appeal procedure, and application fee. Appeals must be in writing and must be delivered to the Planning and Development Division within 10 calendar days from the date that the decision being appealed is signed by the Secretary of the Board of Adjustment, and mailed to the original applicant in the proceeding being appealed.

---

## AGENDA

**1:30 p.m.**

- 1. \*Determination of Quorum**
- 2. \*Pledge of Allegiance**
- 3. \*Ethics Law Announcement**
- 4. \*Appeal Procedure**
- 5. \*Public Comment**

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

- 6. Possible action to approve Agenda**
- 7. Possible action to approve [October 6, 2016](#) Draft Minutes**
- 8. Public Hearings**

The Board of Adjustment may take action to approve (with or without conditions), modify and approve (with or without conditions), or deny a request. The Board of Adjustment may also take action to continue an item to a future agenda.

**A. Special Use Permit Case Number SB16-010 (Truckee Meadows Fire Protection District, Station Number 14)** – Hearing, discussion, and possible action to approve a special use permit for the construction and operation of a new fire station (Safety Services Civic Use Type).

- Applicant: Truckee Meadows Fire Protection District  
Attn: Chief Moore  
PO Box 11130  
Reno, NV 89520
- Property Owner: Truckee Meadows Fire Protection District  
Attn: Chief Moore  
PO Box 11130  
Reno, NV 89520
- Location: Northeast corner of Foothill Road and Broken Hill Road
- Assessor's Parcel Number: 044-300-19
- Parcel Size: ± 3 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows / Washoe Valley
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 8, T18N, R20E, MDM,  
Washoe County, NV
- Staff: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3622
- Email: rpelham@washoecounty.us

**B. 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, placement, and operation of an Electronic Message Display sign that varies the allowed distance from a residential regulatory zone by permitting the sign to be located within 200 feet of a residential regulatory zone. 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. 6<sup>th</sup> 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
- Staff: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3622
- Email: rpelham@washoecounty.us

C. **Variance Case Number VA16-005 (Thomas Lypka)** – Hearing, discussion, and possible action to approve variances: 1) reducing the rear yard setback from 20 feet to 14 feet, 6 inches; and 2) increasing the allowed overhang of the front eaves of the existing dwelling from 2 feet to 4 feet, 6 inches, into the front yard setback. The variances are requested to facilitate the expansion of the existing dwelling.

- Applicant/Property Owner: Thomas Lypka  
PO Box 6683  
Incline Village, NV 89450
- Location: 755 Judith Court at the southeast corner of its intersection with Harper Court
- Assessor's Parcel Number: 125-231-19
- Parcel Size: 6,460 square feet
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: High Density Suburban (HDS)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 804, Variances
- Commission District: 1 – Commissioner Berkbigler
- Section/Township/Range: Section 9, T16N, R18E, MDM, Washoe County, NV
- Staff: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3622
- Email: rpelham@washoecounty.us

D. **Administrative Permit Case Number AP16-007 (Lair & Corral)** – Discussion and possible action to approve an administrative permit to construct a 3,000 square-foot metal building on a ±1.049 acre lot. The administrative permit is required because the metal building is larger than the main residence which is 1,152 square-feet in size.

- Owners/Applicants: Reed Lair and Jeniffer Corral
- Location: 11825 Chesapeake Dr., several hundred feet east of Ohio Road
- Assessor's Parcel Number: 080-351-06
- Parcel Size: 1.049 Acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: North Valleys

- Citizen Advisory Board: North Valleys
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 5 – Commissioner Herman
- Section/Township/Range: Section 15, T21N, R19E, MDM,  
Washoe County, NV
- Staff: Trevor Lloyd, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3620
- E-Mail: [tlloyd@washoecounty.us](mailto:tlloyd@washoecounty.us)

**E. Variance Case Number VA16-008 (Puccinelli)** – Hearing, discussion, and possible action to approve a variance for a front yard setback reduction from 30-feet to 10-feet to allow for the construction of a single-family residence and attached garage. This structure will replace the prior home that was lost to a fire in August 2016.

- Applicant/Property Owner: Roger and Sandy Puccinelli
- Location: 345 Lakeview Drive, approximately 1,000 feet south of Lakeview Drive's intersection with Bridge Street
- Assessor's Parcel Number: 038-042-26
- Parcel Size: ±1.148 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: Verdi
- Citizen Advisory Board: West Truckee Meadows
- Development Code: Authorized in Article 804, *Variances*
- Commission District: 5 – Commissioner Herman
- Section/Township/Range: Section 7, T19N, R18E, MDM,  
Washoe County, NV
- Staff: Kelly Mullin, Planner  
Washoe County Community Services Department  
Division of Planning and Development
- Phone: 775.328.3608
- E-Mail: [kmullin@washoecounty.us](mailto:kmullin@washoecounty.us)

## 9. Chair and Board Items

- \*A. Future Agenda Items
- \*B. Requests for Information from Staff

## 10. Director's and Legal Counsel's Items

- \*A. Report on Previous Board of Adjustment Items
- \*B. Legal Information and Updates

## 11. \*General Public Comment

The public is invited to speak on any item on or off the agenda during this period. However, action may not be taken until this item is placed on an agenda as an action item.

## 12. Adjournment