



WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

Board of Adjustment Members

Clay Thomas, Chair
Kristina Hill, Vice Chair
Lee Lawrence
Brad Stanley
Kim Toulouse
Trevor Lloyd, Secretary

Thursday, April 4, 2019

1:30 p.m.

Washoe County Administrative Complex
Commission Chambers
1001 East Ninth Street
Reno, NV

PUBLIC HEARING ITEMS

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

- **Administrative Permit Case Number WADMIN19-0003 (Desert Skies Middle School Sign)**
- **Special Use Permit Case Number WSUP18-0020 (Club at ArrowCreek Conventions and Meeting Facilities and Grading) and Administrative Permit Case Number WADMIN18-0015 (Club at ArrowCreek Indoor Sports and Recreation)**
- **Special Use Permit Case Number WSUP19-0001 (Incline Village Monopole)**
- **Case Number WVIO-BUI17-0106 (George Pizarro)**

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 (*). If an item is continued, then public comment will not be heard for that item until the date of the continued hearing. 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 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 Building 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. 9th 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; 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 Building Division website (http://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php) or at the Planning and Building Division Office (contact Donna Fagan, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3616 or e-mail 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 Building 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 775.328.6100. You will be informed of the appeal procedure, and application fee. Appeals must be in writing and must be delivered to the Planning and Building 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. * General Public Comment and Discussion Thereof

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

6. Possible action to approve Agenda
7. Possible action to approve [March 7, 2019 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. **Administrative Permit Case Number WADMIN19-0003 (Desert Skies Middle School Sign)** – For possible action, hearing, and discussion to allow the installation of a Building Mounted Sign greater than 120 square foot in size. The sign is proposed to be approximately 225 square feet in size.

- Applicant: Washoe County School District,
- Property Owner: United States of America, Bureau of Land Management
- Location: On the North side of Donatello Dr. approximately 370 feet North West of its intersection with Sun Valley Blvd.
- APN: 508-010-01
- Parcel Size: 641.92
- Master Plan: Rural (R)
- Regulatory Zone: General Rural (GR)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Sun Valley
- Development Code: Authorized in Article 505, Sign Regulations and Article 808, Administrative Permits
- Commission District: 5 – Commissioner Herman
- Staff: Jacob Parker, Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775-328-3628
- E-mail: jparker@washoecounty.us

B. **Special Use Permit Case Number WSUP18-0020 (Club at ArrowCreek Conventions and Meeting Facilities and Grading)** – For possible action, hearing, and discussion to approve: A special use permit to allow for weddings and special events per Washoe County Code 110.302.05.3, Conventions and Meeting Facilities; a special use permit to excavate more than 1,000 cubic yards of material per WCC Article Grading, Section 110.438.35(a)(2)(ii)(A) for a 19,000 sq. ft. addition to the clubhouse and a new 7,000 sq. ft. pickle ball court; and a special use permit for a driveway in the northwest corner of the parking lot area that traverse a slope of 30% or greater per Section 110.438.35(a)(3);

and,

Administrative Permit Case Number WADMIN18-0015 (Club at ArrowCreek Indoor Sports and Recreation) – An Administrative Permit to allow a 7,000 sq. ft. pickleball court to be constructed on the southeast side of the existing parking lot for the use of Indoor Sports & Recreation, which means predominantly participant sports conducted within an enclosed building, in accordance with Washoe County Code Table 110.302.05.3.

- Applicant:/Property Owner: Lucky Star Golf, LLC
- Location: 2905 E Arrowcreek Pkwy.
- APN: 152-021-03
- Parcel Size: ±149.06
- Master Plan: Rural Residential (RR)
- Regulatory Zone: Parks & Recreation (PR)
- Area Plan: Southwest
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley

- Development Code: Authorized Article 302, Allowed Uses, Authorized Article 438, Grading and Authorized Article 810, Special Use Permits
- Commission District: 2 – Commissioner Lucey
- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775-328-3627
- E-mail: jolander@washoecounty.us

C. Special Use Permit Case Number WSUP19-0001 (Incline Village Monopole) - For possible action, hearing, and discussion:

1. To approve a special use permit for the construction of a new wireless cellular facility consisting of a 117-foot high stealth monopine structure (aka cell phone tower disguised to resemble a pine tree) designed as a collocation facility; and
2. To approve a minor deviation to vary the height standard and increase the monopine by 5 feet, to a total height of 117 feet.

The monopole is proposed to be located on a vacant parcel, approximately 100 feet south of the intersection of Incline Way and Village Blvd. on the west side of Village Blvd. approximately 30 feet west of the easterly parcel line bordering Village Blvd.

- Applicant: Incline Partners, LLC
- Property Owner: KBS Ltd.
- Location: Approximately 100 feet south of the intersection of Incline Way and Village Blvd. on the west side of the Village Blvd.
- APN: 132-221-11
- Parcel Size: 8,078 sq. ft.
- Master Plan: Commercial (C)
- Regulatory Zone: General Commercial (GC)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 324 Communication Facilities; and Article 810, Special Use Permits
- Commission District: 1 – Commissioner Berkbigler
- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3627
- E-mail: jolander@washoecounty.us

D. Case Number WVIO-BUI17-0106 (George Pizarro) – For possible action, hearing, and discussion to affirm, modify, reverse, or remand an Administrative Hearing Officer’s confirmation of a code enforcement violation concerning an alleged violation of WCC Section 100.105.1, which requires that the applicant obtain a building permit to, “move...a building or structure...” greater than 200 square feet in size to the subject site.

- Appellant/Property Owner: George Pizarro
- Location: 11945 Chesapeake Dr.
- APN: 080-351-04
- Parcel Size: ±0.932 acre (± 40,597 square feet)

- Master Plan: Suburban Residential
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: North Valleys
- Development Code: Authorized in Articles 406, 910, and 912
- Commission District: 5 – Commissioner Herman
- Staff: Roger Pelham, Senior Planner
Washoe County Community Services Department
Planning and Building Division

- Phone: 775.328.3622
- E-mail: rpelham@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 and Discussion Thereof

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

12. Adjournment