



# 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, October 3, 2019

1:30 p.m.

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

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## PUBLIC HEARING ITEMS

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

- **Case Number WVIO-PLA18-0379 (Hilbert)**
- **Special Use Permit Case Number WSUP19-0018 (Foothill Storage)**
- **Administrative Permit Case Number WADMIN19-0019 (Incline Village Pumpkin Patch)**
- **Administrative Permit Case Number WADMIN19-0016 (DeMartini Garage)**
- **Special Use Permit Case Number WSUP19-0017 (Cold Springs Elementary Grading)**
- **Special Use Permit Case Number WSUP19-0014 (Columbia Hill Grading)**
- **Special Use Permit Case Number WSUP19-0015 (Broken Hill Grading)**
- **Administrative Permit Case Number WADMIN19-0018 (Hebert Garage)**
- **Special Use Permit Case Number WSUP19-0016 (Boneyard Flat Grading)**

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**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. 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 Building 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 Building 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 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.

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## 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 [September 5, 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. **Case Number WVIO-PLA18-0379 (Hilbert)** – 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 110.306.35(c), outdoor storage of a commercial vehicle on residentially zoned property.

- Appellant/Property Owner: Amanda and Kelly Hilbert
- Location: 17690 Roper Ct.
- APN: 087-044-59
- Parcel Size: ±1.044 acre (± 45,476 square feet)
- Master Plan: Suburban Residential
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: North Valleys
- Development Code: Authorized in Articles 306, 910, and 912
- Commission District: 5 – Commissioner Herman
- Staff: Chad Giesinger, Planning Manager  
Washoe County Community Services Department  
Planning and Building Division
  
- Phone: 775.328.3626
- E-mail: [cgiesinger@washoecounty.us](mailto:cgiesinger@washoecounty.us)

B. **Special Use Permit Case Number WSUP19-0018 (Foothill Storage)** – For possible action, hearing, and discussion to approve a special use permit to allow for the storage of operable vehicles on a 0.9 acre site at 1525 Geiger Grade.

- Applicant/Property Owner: Mark & Melanie Hain
- Location: 1525 Geiger Grade
- APN: 017-051-04
- Parcel Size: 0.9 acres
- Master Plan: Commercial
- Regulatory Zone: General Commercial (GC)
- Area Plan: Southeast Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in 302, Allowed Uses & 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](mailto:jolander@washoecounty.us)

C. **Administrative Permit Case Number WADMIN19-0019 (Incline Village Pumpkin Patch)** – For possible action, hearing, and discussion to approve an administrative permit and outdoor community event business license for the Incline Village Pumpkin Patch. The event will be held on October 19, 2019 from 11:00 am – 3:00 pm. Set up is expected to begin at 7:00 am and tear down is expected to be complete by 6:00 pm. The event organizer estimates that there will be a maximum of 540 people at the event.

- Applicant: Incline Village Nursery School

- Property Owner: Incline Village General Improvement District
- Location: Incline Park, Field #3; 939 Southwood Blvd.
- APN: 127-030-15
- Parcel Size: 20.6 Acres
- Master Plan: Rural (R)
- Regulatory Zone: Parks and Recreation (PR)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 1 – Commissioner Berkbigler
- Staff: Sophia Kirschenman, Park Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3623
- E-mail: [skirschenman@washoecounty.us](mailto:skirschenman@washoecounty.us)

D. **Administrative Permit Case Number WADMIN19-0016 (DeMartini Garage)** – For possible action, hearing, and discussion to approve a 9,000 sq. ft. accessory structure to be used as a garage for antique cars. The new structure will have a larger building footprint than that of the existing residence and will replace an existing barn.

- Applicant/Property Owner: James R. DeMartini Trust
- Location: 2400 Kinney Lane  
Reno, NV 89511
- APN: 222-073-03
- Parcel Size: 5 Acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley  
(STM/WV)
- Development Code: Authorized in Article 808, Administrative Permits  
and Article 306, Accessory Uses and Structures
- Commission District: 2 – Commissioner Lucey
- Staff: Sophia Kirschenman, Park Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3623
- E-mail: [skirschenman@washoecounty.us](mailto:skirschenman@washoecounty.us)

E. **Special Use Permit Case Number WSUP19-0017 (Cold Springs Elementary Grading)** – For possible action, hearing, and discussion to approve a special use permit to allow for grading of a ±10.07-acre area, including excavation of ±1,617 cubic yards of earthen material and importation of ±93 yards of fill material to facilitate the construction of Cold Springs Elementary School.

- Applicant: Washoe County School District
- Property Owner: Woodland Village Phase 22 LLC
- Location: Northeast of the intersection of Briar Dr. and New  
Forest Dr. in Cold Springs
- APN: 556-290-32
- Parcel Size: ±10.07 Acres
- Master Plan: Suburban Residential (SR)

- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Cold Springs
- Citizen Advisory Board: North Valleys
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 5 – Commissioner Herman
- Staff: Sophia Kirschenman, Park Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3623
- E-mail: [skirschenman@washoecounty.us](mailto:skirschenman@washoecounty.us)

F. **Special Use Permit Case Number WSUP19-0014 (Columbia Hill Grading)** – For possible action, hearing, and discussion to approve a Special Use Permit to allow for grading of a driveway, building pad and arena associated with a single family residence. The total graded area proposed is 130,921 square feet, 4,031 cubic yards of cut, and 4,147 cubic yards of fill.

- Applicant: Rubicon Design Group
- Property Owner: Teru Langsdale
- Location: 120 Columbia Court
- APN: 079-342-09
- Parcel Size: 55.44 Acres
- Master Plan: Rural (R)
- Regulatory Zone: General Rural (GR)
- Area Plan: North Valleys
- Citizen Advisory Board: North Valleys
- Development Code: Authorized in Article 810, Special Use Permits;  
Article 438, Grading Standards
- Commission District: 5 – Commissioner Hermann
- Staff: Chris Bronczyk, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3612
- E-mail: [cbronczyk@washoecounty.us](mailto:cbronczyk@washoecounty.us)

G. **Special Use Permit Case Number WSUP19-0015 (Broken Hill Grading)** – For possible action, hearing, and discussion to approve a special use permit to allow major grading of an area of approximately 2.5 acres with 8,871 cubic yards of cut and 7,680 cubic yards of fill to construct a paved 1,600 foot long access road to a proposed 325,000 gallon water tank.

- Applicant/ Property Owner: Barker-Coleman Investments
- Location: off Kinglet Drive in the common area of the Broken Hills subdivision
- APN: 089-621-01
- Parcel Size: 249.8 acres
- Master Plan: Suburban Residential (SR) & Rural (R)
- Regulatory Zone: Low Density Suburban (LDS) & General Rural (GR)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 438, Grading and Article 810,  
Special Use Permits
- Commission District: 4 – Commissioner Hartung

- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3627
- E-mail: [jolander@washoecounty.us](mailto:jolander@washoecounty.us)

H. **Administrative Permit Case Number WADMIN19-0018 (Hebert Garage)** – For possible action, hearing, and discussion to approve an administrative permit to allow the construction of a detached accessory structure of approximately 2,400 square feet on a parcel of land with a main dwelling of approximately 1,152 square feet.

- Applicant/Property Owner: Scott Hebert
- Location: 11537 Sitka Street, approximately 500 feet east of its intersection with Arizona Street
- APN: 080-311-04
- Parcel Size: ± 1.049 acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: North Valleys
- Citizen Advisory Board: North Valleys
- Development Code: Authorized in Article 306, Accessory Uses and Structures and Article 808, Administrative Permits
- 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](mailto:rpelham@washoecounty.us)

I. **Special Use Permit Case Number WSUP19-0016 (Boneyard Flat Grading)** – For possible action, hearing, and discussion to approve a special use permit to allow the excavation of approximately 500,000 cubic yards of earthen material from the Boneyard Flat area to be used as fill material throughout the Eagle Canyon residential area and the Spanish Springs Business Part industrial area. The project is also intended to increase the holding capacity of the Boneyard Flat flood pool.

- Applicant: Spanish Springs Associates, LP.
- Property Owner: Spanish Springs Associates, LP.
- Location: North of the terminus of the Sha-Neva haul road and south and west of the Pebble Creek Subdivision
- APN: 538-020-01 & 538-010-12
- Parcel Size: ±262 and ±128 acres
- Master Plan: Rural (R) and Open Space (OS)
- Regulatory Zone: General Rural (GR) and Open Space (OS)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 438, Grading and Article 810, Special Use Permits
- Commission District: 4 – Commissioner Hartung
- 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**