



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, March 5, 2020

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 Case Number WADMIN20-0001 (Mays Building Residential Conversion)**
- **Special Use Permit Case Number WSUP19-0026 (Sun Valley North Cellular Communication Tower)**
- **Special Use Permit Case Number WSUP19-0029 (Summit Christian Church)**
- **Code Enforcement Appeal Case Number WVIO-PLA19-0176 (3765 Moorpark)**

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 [February 6, 2020](#) 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 Case Number WADMIN20-0001 \(Mays Building Residential Conversion\)](#)**
 - For possible action, hearing, and discussion to approve an administrative permit to allow

the conversion of the first floor of an existing commercial office building into two residential apartments. There are six existing residential apartments on the second and third floors of the building. The first floor of the building is 3662 square feet in size.

- Applicant/Property Owner: Tim Carlson
- Location: 795 Mays Blvd, Incline Village NV. Approximately 150 feet south of the intersection of Mays Boulevard and Southwood Boulevard
- APN: 127-090-04
- Parcel Size: ± 0.54 acres
- Master Plan: Urban Residential (UR)
- Regulatory Zone: Medium Density Urban (MDU)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 808
- Commission District: 1 – Commissioner Berkbigler
- Staff: Roger Pelham, Senior Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3622
- E-mail: rpelham@washoecounty.us

- B. [Special Use Permit Case Number WSUP19-0026 \(Sun Valley North Cellular Communication Tower\)](#) – For possible action, hearing, and discussion to approve the expansion of the ground area of an existing telecommunications facility, to install additional equipment on the ground and to install additional antennas on the existing tower.

- Applicant: New Cingular Wireless PCS
dba AT&T Mobility
- Property Owner: Affordable Storage Solutions
- Location: 5465 Sun Valley Blvd, Sun Valley, NV
- APN: 085-582-36
- Parcel Size: ±1.4 acres
- Master Plan: Commercial
- Regulatory Zone: General Commercial (GC)
- Area Plan: Sun Valley
- Citizen Advisory Board: Sun Valley
- Development Code: Authorized in Article 324, Communication Facilities
- Commission District: 3 – Commissioner Jung
- Staff: Roger Pelham, Senior Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775-328-3622
- E-mail: rpelham@washoecounty.us

- C. [Special Use Permit Case Number WSUP19-0029 \(Summit Christian Church\)](#) – For possible action, hearing, and discussion to approve a special use permit to allow for the expansion of religious assembly uses to include the construction of a 34,225 sq. ft. worship center at 7075 Pyramid Highway. The proposed expansion will also involve grading which includes ±50,000 cubic yards of cuts from the site with ±30,000 cubic yards to be placed on the north end of the site and ±20,000 cubic yards to be exported.

- Applicant/Property Owner: Summit Christian Church
- Location: 7075 Pyramid Highway
- APN: 083-730-13
- Parcel Size: 36.7 acres
- Master Plan: Suburban Residential (SR) & Rural (R)
- Regulatory Zone: Medium Suburban Density (MDS) and General Rural (GR)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 810, Special Use Permits and Article 438, Grading
- 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

D. Code Enforcement Appeal Case Number WVIO-PLA19-0176 (3765 Moorpark) – 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(j), placement of a manufactured home on vacant property without the required set up permit.

- Appellant/Property Owner: William Anthony
- Location: 3765 Moorpark Ct., Sun Valley
- APN: 026-021-36
- Parcel Size: ± 0.62 acre (± 27,007 square feet)
- Master Plan: Suburban Residential
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Sun Valley
- 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

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