



# WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

## Board of Adjustment Members

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

Thursday, October 1, 2020

1:30 p.m.

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

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**No members of the public will be allowed in the Commission Chambers due to concerns for public safety** resulting from the COVID-19 emergency and pursuant to the Governor of Nevada's Declaration of Emergency Directive 006 Section 1 which suspends the requirement in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate. This meeting will be held by teleconference only.

The meeting will be televised live and replayed on Washoe Channel at: <https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> also on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>

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## **PUBLIC HEARING ITEMS**

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

- **Variance Case Number WPVAR20-0004 (Merritt Rear Yard Setback Reduction)**

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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.** Public comment, whether on action items or general public comment, is limited to three (3) minutes per person. No action may be taken on a matter raised under general public comment until the matter is included on an agenda as an item on which action may be taken.

As required by the Governor's Declaration of Emergency Directive 006 Section 2, members of the public may submit public comment by logging into the ZOOM webinar by accessing the following link: <https://us02web.zoom.us/j/81798687785>. NOTE: This option will require a computer with audio and video capabilities. Additionally, public comment can be submitted via email to [washoe311@washoecounty.us](mailto:washoe311@washoecounty.us) or by leaving a voice message at: **(775) 954-4664**. Voice messages received will either be broadcast into the Commission Chamber during the meeting or transcribed for entry into the record. The County will make reasonable efforts to include all comments received for public comment by email and voicemail into the record. Please try to provide comments by 4:00 p.m. on September 30, 2020.

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. 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. Comments are to be directed to the Board as a whole and not to one individual. Emails will be included in the record but will only be read aloud during the meeting subject to the chair's discretion and if time permits.

**Public Participation.** At least one copy of items displayed and at least ten copies of any written or graphic material for the Boards consideration should be provided to the Recording Secretary.

**Forum Restrictions and Orderly Conduct of Business.** The Board of Adjustment conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

**Posting of Agenda; Location of Website.** Pursuant to NRS 241.020, the Agenda for the Board of Adjustment has been electronically posted at [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>. Pursuant to Section 3 of the Declaration of Emergency Directive 006 ("Directive 006"), the requirement contained in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and further, the requirement that notice agendas be physically posted within the State of Nevada has been suspended.

**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.

**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 [July 24, 2020](#) and [August 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. [Variance Case Number WPVAR20-0004 \(Merritt Rear Yard Setback Reduction\)](#)** – For possible action, hearing, and discussion to approve a variance to allow the reduction of the required rear yard setback from 20 feet to 9 feet, 9 inches, to facilitate the construction of a new detached garage on a parcel of land with an existing single-family residence. This constitutes a reduction of 10 feet, 3 inches.

- Applicant/Property Owner: Jamey and Jennifer Merritt
- Location: 2152 Tanager Court, at the northern terminus of Tanager Court, approximately 400 feet north of its intersection with Wagtail Drive
- APN: 530-533-11
- Parcel Size: ± 0.44 acres (± 19,166 square feet)
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 804, Variances
- 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](mailto: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**