

Board of Adjustment Staff Report

Meeting Date: February 6, 2020

ADMINISTRATIVE CASE NUMBER: WADMIN19-0022

WADMIN19-0022 (Lullaby Nursery)

BRIEF SUMMARY OF REQUEST: in an existing commercial building.

Approve a child daycare facility for up to 15 children

Agenda Item: 9D

STAFF PLANNER:

Roger Pelham, Senior Planner 775.328.3622 rpelham@washoecounty.us



### STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

### POSSIBLE MOTION

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment approve Administrative Permit Case Number WADMIN19-0022 for Lullaby Nursery LLC, having made all five findings in accordance with Washoe County Development Code Section 110.808.25.

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### **Exhibits Contents**

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### **Administrative Permit Definition**

The purpose of an administrative permit is to provide a method of review for a proposed use which possess characteristics that requires a thorough appraisal in order to determine if the use has the potential to adversely affect other land uses, transportation or facilities in the vicinity. The Board of Adjustment or the Hearing Examiner may require conditions of approval necessary to eliminate, mitigate, or minimize to an acceptable level any potentially adverse effects of a use, or to specify the terms under which commencement and operation of the use must comply. Prior to approving an application for an administrative permit, the Board of Adjustment must find that all of the required findings, if applicable, are true.

The conditions of approval for Administrative Permit Case Number WADMIN19-0022 are attached to this staff report and will be included with the action order, if approval is granted.

The subject property has a regulatory zone of General Commercial. A child daycare facility is permissible in that regulatory zone, with the approval of an administrative permit by Washoe County.



Vicinity Map



<u>Site Plan</u>



### Photo of Subject Site



**Overhead Photo of Subject Site** 

### Project Evaluation

The applicant is seeking approval of an administrative permit to allow the establishment and operation of a child daycare facility that will accommodate up to 15 children. The building is existing, at this time. There is parking and landscaping improvements that meet all generally-applicable code requirements for commercial uses. The nearest dwellings are located approximately 300 feet to the southwest of the existing building. The building is located within the "Village Center" of the Cold Springs area and is meant for neighborhood-serving uses of this type.

Staff is comfortable in recommending approval with minimal conditions of approval and with no additional exterior improvements to landscaping or parking being required. The Building Plans Examiner has provided several conditions to ensure compliance with generally-applicable building code standards, for a use of this type.

### North Valleys Citizen Advisory Board (NVCAB)

This administrative permit was considered by the North Valleys CAB at their regular meeting of January 13, 2020. The CAB recommended approval with very little discussion and did not recommend any conditions of approval. The minutes of that meeting will be provided to the BOA at the public hearing.

### **Reviewing Agencies**

The following agencies received a copy of the project application for review and evaluation.

- Washoe County Community Services Department
  - Engineering and Capital Projects Division
  - Parks and Open Spaces
  - Planning and Building Division
  - Utilities/Water Rights
- Washoe County Health District
  - Vector-Borne Diseases Program
  - Environmental Health Services Division
- Truckee Meadows Fire Protection District
- Washoe County Sheriff
- Regional Transportation Commission
- Washoe Storey Conservation District
- City of Reno
- City of Sparks

Two out of the twelve above-listed agencies/departments provided comments and/or recommended conditions of approval in response to their evaluation of the project application. A **summary** of each agency's comments and/or recommended conditions of approval and their contact information is provided. The conditions of approval document is attached to this staff report and will be included with the Action Order, if approved.

<u>Washoe County Planning and Building Division</u> addressed several requirements for compliance with building code, the need for a "will-Serve" letter from the water utility and minimal conditions to ensure consistency with the plans reviewed as part of this Administrative Permit application.

### Contact – Roger Pelham, 775.328.3622, rpelham@washoecounty.us

<u>Washoe County Engineering and Capital Projects</u> noted that Regional Road Impact fees will be required to be paid at the time of a building permit.

### Contact – Mitchell Fink, (775) 328-2050, mfink@washoecounty.us

### Staff Comment on Required Findings

WCC 110.808.25 requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the administrative permit request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

1. <u>Consistency.</u> That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valleys Area Plan.

<u>Staff Comment</u>: There are no policies or action programs within the North Valleys Area Plan that prohibit the establishment of a Child Daycare facility in the General Commercial zone. For this reason the use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valleys Area Plan.

2. <u>Improvements.</u> That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven.

<u>Staff Comment</u>: The Child Daycare facility is proposed to be established within an existing commercial building, therefore adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities are in place at this time, and will be upgraded, as necessary, to meet generally applicable Code requirements.

3. <u>Site Suitability.</u> That the site is physically suitable for Child Daycare, and for the intensity of such a development.

<u>Staff Comment:</u> The child daycare facility is proposed to be established within an existing commercial building. All generally applicable code requirements will be required to be met, prior to approval of any building permits. The site is suitable.

4. <u>Issuance Not Detrimental.</u> That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

<u>Staff Comment</u>: The proposed child daycare facility is in a commercial area and is intended to serve the immediate neighborhood. The issuance of the permit is not significantly detrimental.

5. <u>Effect on a Military Installation</u>. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

<u>Staff Comment</u>: There is no military installation in the area required to be noticed for this permit. Therefore there is no detrimental effect.

### **Recommendation**

After a thorough analysis and review, Administrative Permit Case Number WADMIN19-0022 is being recommended for approval with conditions. Staff offers the following motion for the Board's consideration.

### <u>Motion</u>

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment approve Administrative Permit Case Number WADMIN19-0022 for Lullaby Nursery LLC, having made all five findings in accordance with Washoe County Development Code Section 110.808.25.

- 1. <u>Consistency.</u> That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valleys Area Plan;
- 2. <u>Improvements.</u> That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;
- 3. <u>Site Suitability.</u> That the site is physically suitable for Child Daycare, and for the intensity of such a development.
- Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area;
- 5. <u>Effect on a Military Installation.</u> Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

### Appeal Process

Board of Adjustment action will be effective 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Building Division within 10 calendar days from the date the written decision is filed with the Secretary to the Board of Adjustment and mailed to the original applicant.

Applicant: Lullaby Nursery LLC 3904 Henry Ct. Reno NV 89509

Property Owner: WVC Commercial, LLC 4790 Caughlin Parkway #519 Reno, NV 89519



**Conditions of Approval** 

Administrative Permit Case Number WADMIN19-0022

The project approved under Administrative Permit Case Number WADMIN19-0022 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on February 6, 2020. Conditions of approval are requirements placed on a permit or development by each reviewing agency. These conditions of approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable codes, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

<u>Unless otherwise specified</u>, all conditions related to the approval of this administrative permit shall be met or financial assurance must be provided to satisfy the conditions of approval prior to issuance of a grading or building permit. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with the County Engineer and the Planning and Building Division.

Compliance with the conditions of approval related to this administrative permit is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the administrative permit may result in the initiation of revocation procedures.

Operational conditions are subject to review by the Planning and Building Division prior to the renewal of a business license each year. Failure to adhere to the operational conditions may result in the Planning and Building Division recommending that the business license not be renewed until conditions are complied with to the satisfaction of Washoe County.

Washoe County reserves the right to review and revise the conditions of approval related to this Administrative Permit should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

For the purpose of conditions imposed by Washoe County, "may" is permissive and "shall" or "must" is mandatory.

Conditions of approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to permit issuance (i.e., grading permits, building permits, etc.).
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some "conditions of approval" are referred to as "operational conditions." These conditions must be continually complied with for the life of the project or business.

FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

### Washoe County Planning and Building Division

1. The following conditions are requirements of the Planning and Building Division, which shall be responsible for determining compliance with these conditions.

### Contact: Roger Pelham, Senior Planner, 775.328.3622, rpelham@washoecounty.us

- a. The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this administrative permit.
- b. The applicant shall demonstrate substantial conformance to the plans approved as part of this administrative permit. Planning and Building shall determine compliance with this condition.
- c. The applicant shall submit construction plans, with all information necessary for comprehensive review by Washoe County, and initial building permits shall be issued within two years from the date of approval by Washoe County. The applicant shall complete construction within the time specified by the building permits. Compliance with this condition shall be determined by the Planning and Building Division.
- d. A note shall be placed on all construction drawings and grading plans stating:

### NOTE

Should any cairn or grave of a Native American be discovered during site development, work shall temporarily be halted at the specific site and the Sheriff's Office as well as the State Historic Preservation Office of the Department of Conservation and Natural Resources shall be immediately notified per NRS 383.170.

- e. The following **Operational Conditions** shall be required for the life of the business:
  - i. This administrative permit shall remain in effect until or unless it is revoked or is inactive for one year.
  - ii. Failure to comply with any of the conditions of approval shall render this approval null and void.
  - iii. All landscaping and irrigation systems shall be maintained at all times to conform with the Landscaping Section of the Washoe County Development Code for the life of the business, including the replacement of dead plants, trees, shrubs and all ground cover.
  - iv. The applicant and any successors shall direct any potential purchaser/operator of the site and/or the administrative permit to meet with Planning and Building to review conditions of approval prior to the final sale of the site and/or the administrative permit. Any subsequent purchaser/operator of the site and/or the administrative permit shall notify Planning and Building of the name, address, telephone number, and contact person of the new purchaser/operator within 30 days of the final sale.
  - v. This administrative permit shall remain in effect as long as the business is in operation and maintains a valid business license.

Contact Name - Dan Holly, Plans Examiner, 775.328.2027, dholly@washoecounty.us

- f. The proposed change of use will require a new certificate of occupancy for the space.
- g. The space will require an accessible path from the parking lot into the building and throughout the primary function areas.
- h. A fire alarm and suppression system is required throughout the entire building or the new space will be required to be separated from the remainder of the building with a rated fire wall.
- i. Additional corrections to building plans may be issued at the time of a permit review.

### Washoe County Water Rights

2. The following conditions are requirements of the Washoe County Community Services Department, Water Management Planner, who shall be responsible for determining compliance with this condition.

## Contact: Vahid Behmaram, Water Management Planner Supervisor, 775.328.3600, vbehmaram@washoecounty.us

a. The applicant shall provide a will serve letter in support of the proposed project, or an acknowledgment letter from Great Basin Water Company, the water supplier, indicating that sufficient water rights are available to the proposed project, and that all other conditions of water service, including any fees (if applicable) or infrastructure needs has been satisfied, prior to issuance of a building permit.

\*\*\* End of Conditions \*\*\*

From: To: Subject: Date: Attachments: Fagan, Donna Pelham, Roger; Bronczyk, Christopher; Cahalane, Daniel; Olander, Julee FW: December Agency Review Memo Thursday, December 19, 2019 12:48:54 PM image007.png image008.png image010.png image010.png image011.png

Comments from Air Quality.

For reference:

Item 1 – WADMIN19-0022 Item 2 – WPVAR19-0002 Item 3 – WPVAR19-0003 Item 4 – WSUP19-0023 Item 5 – WSUP19-0028 Item 6 – WSUP19-0029 Item 7 – WSUP19-0030

Donna Fagan Planning and Building Division | Community Services Department <u>dfagan@washoecountv.us</u> | Office: 775.328.3616 1001 E. 9<sup>th</sup> Street, Reno, NV 89521



From: Wolf, Mike Sent: Thursday, December 19, 2019 12:38 PM To: Fagan, Donna Subject: RE: December Agency Review Memo

Donna

Items 1-5 AQMD has no input. Item 6 requires the applicant obtain a dust control permit from AQMD Item 7 may require a dust control permit, the applicant needs to come into AQMD with grading plans for us to make this detemination.

Have a great holiday

Cheers

### Michael Wolf, CEM

Permitting and Enforcement Branch Chief | Air Quality Management Division | Washoe County Health District <u>mwolf@washoecounty.us</u> | O: (775) 784-7206 | 1001 E. Ninth St., Bldg. B, Reno, NV 89512

Page 1 of 6

From: To: Subject: Date: Holly, Dan

Pelham, Roger Administrative Permit Case Number WADMIN19-0022 (Lullaby Nursery) Tuesday, December 31, 2019 2:24:56 PM

Hello Roger: I have reviewed the above referenced application on behalf of Building and have the following comments: 1. The proposed use is a change of use and will require a new c of o being issued for the space. 2. The space will require an accessible path from the parking lot into the building and throughout the primary function areas. 3. A fire alarm and suppression system is required throughout the entire building or the new space will be required to be separated from the remainder of the building with a rated fire wall. 4. Additional corrections may be issued at the time of a permit review. Thank You,

To: Cc: Subject: Date: Attachments:

From:

Lawson, Jacqueline Pelham, Roger Conti, Christina RE: December Agency Review Memo Thursday, December 19, 2019 1:47:25 PM image001.png image002.png image004.png image005.png

Good afternoon Roger,

The EMS Program does not currently have any comments regarding the Administrative Permit Case Number WADMIN19-0022 (Lullaby Nursery) included in the December Agency Review Memo.

Please let me know if you have any questions.

Thank you

Jackie

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## Washoe-Storey Conservation District

Bret Tyler Chairmen Jim Shaffer Treasurer Cathy Canfield Storey app Jean Herman Washoe app

1365 Corpotate Blvd. RenoNV 89502 775 857-8500 ext. 131 nevadaconservation.com

January 6,2020

Washoe County Community Services Department

C/O Roger Pelham, Senior Planner

1001 E Ninth Street, Bldg A

Reno, NV 89512

R: WADMIN19-0022 Lullaby Nursery

Dear Roger,

In reviewing Lullaby Nursery, the Conservation District has no comments.

Thank you for providing us the opportunity to review the project that may have impacts on our natural resources.

Sincerely,

Tyler-Shaffer

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## WASHOE COUNTY 1001 EAST 9™ STREET PO BOX 11130 PO BOX 11130 RENO, NEVADA 89520-0027 RENO, NEVADA 89520-0027 Engineering and Capital Projects

PHONE (775) 328-3600 FAX (775) 328.3699

Date: January 6, 2020

- To: Roger Pelham, Senior Planner, Planning and Building Division
- From: Leo Vesely, P.E., Engineering and Capitol Projects Division
- Administrative Permit Case WADMIN19-0022 Lullaby Nursery Daycare Re: APN 556-390-14

#### GENERAL PROJECT DISCUSSION

Washoe County Engineering and Capital Project staff has reviewed the above referenced application. The Administrative Permit is to approve a Child Daycare facility for up to 15 children in an existing commercial building. The Engineering and Capital Projects Division recommends approval with the following comments and conditions of approval which supplement applicable County Code and are based upon our review of the application prepared by Katarina Jackson, Owner/Director. The County Engineer shall determine compliance with all the following conditions of approval.

For questions related to sections below, please see the contact name provided.

#### GENERAL CONDITIONS

Contact Information: Leo Vesely, P.E. (775) 328-2041

There are no general engineering related comments.

### DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

Contact Information: Walter West, P.E. (775) 328-2310

There are no Drainage related comments.

### TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitchell Fink (775) 328-2050

Regional Road Impact Fees will be assessed for the project with the issuance of a building permit.

UTILITIES (County Code 422 & Sewer Ordinance) Contact Information: Tim Simpson, P.E. (775) 954-4648

There are no utility related conditions of approval.



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## WASHOE COUNTY

COMMUNITY SERVICES INTEGRITY COMMUNICATION SERVICE P.O. Box 11130 Reno, Nevada 89520-0027 Phone: (775) 328-3600 Fax: (775) 328-3699

### December 23, 2019

TO:	Roger Pelham, MPA, Senior Planner, CSD, Planning & Development Division
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FROM: Vahid Behmaram, Water Management Planner Coordinator, CSD

SUBJECT: Administrative Permit Case Number WADMIN19-0022 (Lullaby Nursery)

### **Project description:**

The applicant is requesting the approval a Child Daycare facility for up to 15 children in an existing commercial building. Project located at 18705 Village Center Drive, directly northeast of its intersection with Village Parkway, in the Cold Springs area, Assessor's Parcel Number: 556-390-14.

## The Community Services Department (CSD) recommends approval of this project with the following Water Rights conditions:

The proposed project is within Great Basin Water Company's service area.

Applicant shall provide a will serve letter in support of the proposed project, or an acknowledgment letter from Great Basin Water Company, the water supplier, indicating that sufficient water rights are available to the proposed project, and that all other conditions of water service, including any fees (if applicable) or infrastructure needs has been satisfied.

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December Agency Review Comments

1-WADMIN19-0022- No Comment

- 2- WPVAR19-0002- No Comment
- 3- WPVAR19-0003- No Comment
- 4- WSUO19-0023- No Comment

5-WSUP19-0028-Below

#### Truckee Meadows Fire Protection District (TMFPD)

- The following conditions are requirements of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with these conditions. Unless otherwise stated, these conditions shall be met prior to the issuance of any building or grading permit or on an ongoing basis as determined by TMFPD.
   Contact Name – Don Coon, 775.326.6077, Dcoon@tmfpd.us
  - a. Fire protection of the new structures shall be as required by the current adopted International Fire Code, (*IFC*) International Wildland Urban Interface Code (*IWUIC*) 2012 Ed, with amendments and the requirements of the NFPA standard(s). (<u>https://codes.iccsafe.org/content/IWUIC2012</u> <u>https://codes.iccsafe.org/content/IFC2012</u>
  - b. Based on the change of use and the size of the building a fire sprinkler system may be required. Consult with a State of Nevada Licensed Design Professional. (IFC 102.3 and Table 903.2.1 per the Northern Nevada Amendments to the IFC.

6-WSUP19-0029- No Comment, we have had multiple meeting and phone conversation.

7-WSUP19-0030-No Comment

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Administrative Permit Directory

# WADMIN19-0022

## Project: Lullaby Nursery, LLC

Page #	Description
ruge #	Description
1	Washoe County Development Application
2	Property Owner Affidavit
3	Administrative Permit Application Supplemental Information (Page 1)
4	Administrative Permit Application Supplemental Information (Page 2)
5	2019 Quarterly Tax Payment
6	5 Year Tax Payment History
7	Suite #103 Floor Plan
8	Site Plan – Parking Depiction
9	Parcel Map
10	East/North Exterior Elevations
11	South/West Exterior Elevations
12	First Floor Plan
13	Electrical Site Plan
14	Electrical Plan
15	First Floor Plan – Plumbing
16	First Floor Plan – HVAC
17	Signage Plan
18	Decal #1
19	Decal #2

Prepared By: Katarina Jackson, Owner/Director

Contact's Phone: (775) 737-0363

Contact's Email: lullabynurseryreno@gmail.com

### Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

Project Information	S	taff Assigned Case No.:					
Project Name: Lullaby Nursery, LLC							
Project Lullaby Nursery is an Infant/Toddler Daycare Center. This project requests the use of a Description: single suite (#103), in an already-developed building, for the purpose of providing child care. There are no proposed changes to the developed property, or to the surrounding areas.							
Project Address: 18705 Village	Center Dr Reno, N	V 89508.					
Project Area (acres or square fee	et): 1,154 square feet						
Project Location (with point of re The proposed space is located in the Woor		streets AND area locator): . The nearest cross streets are Village Cen	ter Dr and Village Parkway.				
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:				
556-390-14	5.57						
Indicate any previous Washo Case No.(s).	e County approval	s associated with this applica	tion:				
Applicant Inf	ormation (attach	additional sheets if necess	sary)				
Property Owner:		Professional Consultant:					
Name: WVC Commercial LLC	C	Name: Logic Commercial Real Estate					
Address: 4790 Caughlin Pkwy	#519	Address: 295 Holcomb Ave Suite 200					
Reno, NV #519	Zip: 89519	Reno, NV	Zip: 89502				
Phone: (775) 750-5537	Fax:	Phone: (775) 800-4100 Fax:					
Email: rlissner@gmail.com		Email: Reno@logicCRE.com					
Cell:	Other:	Cell: Other:					
Contact Person: Robert Lissn	er	Contact Person: Amanda Lav	/i				
Applicant/Developer:		Other Persons to be Contacted:					
Name: Lullaby Nursery, LLC		Name:					
Address: 3904 Henry Ct		Address:					
Reno, NV	Zip: 89509	Zip:					
Phone: (775) 737-0363	Fax:	Phone: Fax:					
Email: lullabynurseryreno@g	mail.com	Email:					
Cell: (775) 470-6234	Other:	Cell: Other:					
Contact Person: Katarina Jack	son	Contact Person:					
	For Office	e Use Only					
Date Received:	Initial:	Planning Area:					
County Commission District:	· · · · · · · · · · · · · · · · · · ·	Master Plan Designation(s):					
CAB(s):		Regulatory Zoning(s):					

### **Property Owner Affidavit**

### Applicant Name: Katarina Jackson "Lullaby Nursery, LLC"

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA ) COUNTY OF WASHOE ) L. WVC. COMMENCIAL LLC

(please print name)

being duly sworn, depose and say that I am the owner\* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 556-390-14

NON **Printed Name** Signed Address this Subscribed and sworn to before me (Notary Stamp) day of ce Count Notary Public in and for said county and state KATHRYN FRITTER Notary Public - State of Nevada My commission expires Appointment Recorded in Washoe County No: 96-4206-2 - Expires June 16, 2020 \*Owner refers to the following: (Please mark appropriate box.) Owner Corporate Officer/Partner (Provide copy of record document indicating authority to sign.) 

- Dever of Attorney (Provide copy of Power of Attorney.)
- Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- □ Property Agent (Provide copy of record document indicating authority to sign.)
- Letter from Government Agency with Stewardship

### Administrative Permit Application Supplemental Information

(All required information may be separately attached)

1. What is the type of project or use being requested?

My request is to operate a daycare center within the proposed location (Suite #103).

2. What section of the Washoe County code requires the Administrative permit required?

## 110.302.10 and 110.302.15

3. What currently developed portions of the property or existing structures are going to be used with this permit?

Suite #103 within the building depicted on the development application will be the only space that is utilized for child care.

4. What improvements (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.) will have to be constructed or installed and what is the projected time frame for the completion of each?

## No construction is purposed.

5. Is there a phasing schedule for the construction and completion of the project?

## No construction is purposed.

6. What physical characteristics of your location and/or premises are especially suited to deal with the impacts and the intensity of your proposed use?

Suite #103 has two rooms that will be utilized as sleeping areas for the children. A main room that will serve as a play area, a kitchen/break room, bathroom, and office

7. What are the anticipated beneficial aspects or effect your project will have on adjacent properties and the community?

This location will increase the availability of child care in the Woodland Village community.

8. What will you do to minimize the anticipated negative impacts or effect your project will have on adjacent properties?

This project will be located in Suite #103, in an existing building. I do not anticipate that there will be negative impacts, as the property owner of the entire neighborhood has approved this use

9. Please describe any operational parameters and/or voluntary conditions of approval to be imposed on the administrative permit to address community impacts.

Washoe County Planning and Building ADMINISTRATIVE PERMIT DEVELOPMENT SUPPLEMENTAL INFORMATION

6



10. How many improved parking spaces, both on-site and off-site, are available or will be provided? (Please indicate on site plan.)

There are 61 on-site parking paces, and additional street parking. Please refer to page 8 for parking depiction.

11. What types of landscaping (e.g. shrubs, trees, fencing, painting scheme, etc.) are proposed? (Please indicate location on site plan.)

Changes to the landscaping are not purposed.

12. What type of signs and lighting will be provided? On a separate sheet, show a depiction (height, width, construction materials, colors, illumination methods, lighting intensity, base landscaping, etc.) of each sign and the typical lighting standards. (Please indicate location of signs and lights on site plan.)

Please refer to pages 17, 18, and 19 for signage plan.

13. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that apply to the area subject to the administrative permit request? (If so, please attach a copy.)

C Yes	🖸 No	]

14. Utilities:

a. Sewer Service	Washoe County
	Great Basin Water Company

For most uses, the Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County. Please indicate the type and quantity of water rights you have available should dedication be required:

c. Permit #	acre-feet per year
d. Certificate #	acre-feet per year
e. Surface Claim #	acre-feet per year
f. Other, #	acre-feet per year

Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources):



#### Washoe County Treasurer P.O. Box 30039, Reno, NV 89520-3039 ph: (775) 328-2510 fax: (775) 328-2500 Email: tax@washoecounty.us

WADMIN19-0022\_

#### Washoe County Treasurer Tammi Davis

#### **Bill Detail**

2019

2019160581

		Det 1	Character	6 Address .	wink this D		Pay By Check
	Back to Acco	bunt Detail	Change o	f Address	Print this Pa	age	Please make checks
Washoe	<b>County Parcel</b>	Information					payable to: WASHOE COUNTY
Parcel ID Status Last Update							TREASURER
55639014 Active				ve	12/4/2019 2:07:27 AM		Mailing Address:
	IMERCIAL LLC IGHLIN PKWY 5	19	<b>SITU</b> 1870	S: 5 VILLAGE CENTE	R DR		P.O. Box 30039 Reno, NV 89520-3039 <b>Overnight Address:</b> 1001 E. Ninth St., Ste D140
<b>Taxing D</b> 4000	istrict		Geo	CD:			Reno, NV 89512-2845
		Le	gal Descrip	tion			
Lot N-A T	ownship 21 Ran	ige 18 Subdivisi	onName_U	NSPECIFIED			Change of Address
	8						
Installm	ents						All requests for a mailin address change must be
Period	Due Date	Tax Year	Тах	Penalty/Fee	Interest	Total Due	submitted in writing,
INST 1	8/19/2019	2019	\$0.00	\$0.00	\$0.00	\$0.00	including a signature
INST 2	10/7/2019	2019	\$0.00	\$0.00	\$0.00	\$0.00	(unless using the online form).
INST 3	1/6/2020	2019	\$0.00	\$0.00	\$0.00	\$0.00	To submit your address
INST 4	3/2/2020	2019	\$0.00	\$0.00	\$0.00	\$0.00	change online <u>click here</u>
		Total Due:	\$0.00	\$0.00	\$0.00	\$0.00	Address change requests
							may also be faxed to: (775) 328-3642
Tax Deta	ail						*
Gross Tax			s Tax	Credit	Net Tax	Address change request may also be mailed to:	
State of Nevada \$380.80			80.80	(\$68.40)	\$312.40	Washoe County Assesso	
Truckee Meadows Fire Dist \$1,209.60		09.60 (\$	\$217.26)	\$992.34	1001 E 9th Street Reno, NV 89512-2845		
Washoe County \$3,117.42		17.42 (\$	559.92)	\$2,557.50	Nello, 144 05512-2045		
Washoe	e County Sc		\$2,5	50.24 (\$	\$458.04)	\$2,092.20	
		Total Tax	\$7,25	58.06 (\$1,	303.62)	\$5,954.44	
Davis	t til oborr						
,	t History		h blumch	A	unt Daid	Last Paid	
Tax Yea	r Bill Numbe	r keceip	t Number	Amo	unt Paid	Last Pala	

The Washoe County Treasurer's Office makes every effort to produce and publish the most current and accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use, or its interpretation. If you have any questions, please contact us at (775) 328-2510 or tax@washoecounty.us

B19.15079

This site is best viewed using Google Chrome, Internet Explorer 11, Mozilla Firefox or Safari.

\$5,954.44

7/30/2019

#### Washoe County Treasurer Tammi Davis

Washoe County Treasurer P.O. Box 30039, Reno, NV 89520-3039 ph: (775) 328-2510 fax: (775) 328-2500 Email: tax@washoecounty.us

### Account Detail

			Disclaimer			
Back to Account Deta	il Change of Address	Print this Page	ALERTS: If your real			
CollectionCart			property taxes are delinguent, the search			
Collection Cart	Items Total Checkou 0 \$0.00	it View	results displayed may not reflect the correct amount owing. Please contact our office			
Pay Online			for the current amound due.			
No payment due for this accoun	t.		<ul> <li>For your convenience, online payment is available on this site.</li> </ul>			
Washoe County Parcel Inform	ation		E-check payments are accepted without a fee.			
Parcel ID	Status	Last Update	However, a service			
55639014	Active	12/4/2019 2:07:27 AM	fee does apply for online credit card			
Current Owner: WVC COMMERCIAL LLC	<b>SITUS:</b> 18705 VILLAGE CEN	payments. See Payment Information for details				
4790 CAUGHLIN PKWY 519 RENO, NV 89519						
Taxing District 4000	Geo CD:		Pay By Check Please make checks payable to:			
	Legal Description		WASHOE COUNTY TRÉASURER			
Lot N-A Township 21 Range 18 Su	bdivisionName UNSPECIFIED		Mailing Address: P.O. Box 30039			

Tax Bill (Click on desired tax year for due dates and further details)						
Tax Year	Net Tax	Total Paid	Penalty/Fees	Interest	Balance Due	
2019	\$5,954.44	\$5,954.44	\$0.00	\$0.00	\$0.00	
2018	\$5,681.72	\$5,681.72	\$0.00	\$0.00	\$0.00	
2017	\$5,677.43	\$5,677.43	\$0.00	\$0.00	\$0.00	
2016	\$5,671.19	\$5,671.19	\$0.00	\$0.00	\$0.00	
2015	\$5,670.37	\$5,670.37	\$0.00	\$0.00	\$0.00	
				Total	\$0.00	

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Overnight Address: 1001 E. Ninth St., Ste D140 Reno, NV 89512-2845









WADMIN19-0022



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## Signage Plan

The following pages of this section include proofs of the proposed signage plan for this Infant/Toddler Child Care Center project, Lullaby Nursery.

**Please Note:** 

- Signage will be limited to window decals.
- The dimensions of Decal 1 will be 24" x 24"
- The dimensions of Decal 2 will be 12" x 18"
- The **material** of both signs (Decal 1 and Decal 2) will be of a transparent-backed vinyl, which is designed for outer glass placement.
- There will not be any additional **lighting** methods used in this signage plan, as the project location is in an already-developed building, with existing lighting methods on the exterior of the building.

## **Correlating Information**

Refer to the directory to review the page titled **"Signage Location and Configuration"** for prints of signage placement in regards to Suite 103.

## 24" x 24" Clear window decals

## Details

ne

Product:24" x 24" Clear window decals Created:11/23/2019 Identification #: P7G5N-L5A48-6H3

🔯 Image Upload

🤎 Ordered

