



# Board of Adjustment Staff Report

Meeting Date: August 1, 2024

Agenda Item: 10C

APPEAL OF DECISION CASE NUMBER:	WSTR21-0006 (STR Appeal – 947 Incline Way #162)
BRIEF SUMMARY OF REQUEST:	An appeal of a reduction in occupancy and parking for STR Permit WSTR21-0006
STAFF PLANNER:	Katy Stark, Planner Phone Number: 775.328.3618 E-mail: krstark@washoecounty.gov

## CASE DESCRIPTION

For hearing, discussion, and possible action to affirm, modify, reverse, or remand a decision of the Washoe County Director of Planning and Building to reduce the appellant's short-term rental (STR) occupancy from six (6) persons to four (4) persons, which was based on a reduction in parking from two (2) spaces to one (1) space. The appellant is requesting an occupancy of five (5) persons with two (2) parking spaces.

Appellant:	Kathleen Magnani
Property Owner:	Kathleen Magnani Family Trust & Michael Hernandez Family Trust
Location:	947 Incline Way #162, Incline Village, NV 89451
APN:	127-073-01
Parcel Size:	0.001 acre
Master Plan:	Tahoe – Incline Village Residential
Regulatory Zone:	Tahoe – Incline Village Residential (TA_IVR)
Planning Area:	Tahoe
Development Code:	Authorized in Article 912, Establishment of Commissions, Boards and Hearing Examiners
Commission District:	1 – Commissioner Hill



## STAFF RECOMMENDATION

**AFFIRM**

**REVERSE**

**MODIFY/  
REMAND**

## 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 Washoe County Board of Adjustment deny this appeal and affirm the decision of the Washoe County Director of Planning and Building to reduce the appellant's short-term rental (STR) occupancy from six (6) persons to four (4) persons and reduce the parking from two (2) spaces to one (1) space.

*(Possible Motion on Page 8)*

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**Exhibit Contents**

2024 STR Renewal Email and Permit Card .....	Exhibit A
Originally Issued Permit Card for WSTR21-0006 – 2021 .....	Exhibit B
Permit Card for WSTR21-0006 – 2022 Occupancy Update .....	Exhibit C
Permit Card for WSTR21-0006 – 2023 Renewal .....	Exhibit D
Appeal Application .....	Exhibit E
Code Enforcement Email with Appellant .....	Exhibit F
McCloud Condominiums Paved Parking Count.....	Exhibit G
Record on Appeal .....	Exhibit H

### **Summary**

The appellant, Kathleen Magnani, owns an STR permitted property located at 947 Incline Way #162, Incline Village, Nevada, within McCloud Condominiums. The appellant is seeking to modify the Washoe County Director of Planning and Building's decision to reduce occupancy, based on parking, for Short-Term Rental Permit Number WSTR21-0006. The appellant is requesting a maximum occupancy of five (5) persons and two (2) parking spaces. STR Permit WSTR21-0006 was originally approved with two (2) parking spaces and a maximum occupancy of six (6) persons. At the 2024 annual renewal of STR Permit WSTR21-0006, the permit was reduced to one (1) parking space and a maximum occupancy of four (4) persons. The appellant's appeal is based on the existing habitable space for six persons in their STR unit and is based on their opinion that allowing an occupancy of five persons would enable parents with three small children to arrive in one car, and it would be legal.

### **Previous Action**

On June 4, 2024, Washoe County staff emailed the renewed permit card for STR Permit WSTR21-0006 to STR property owner Kathy Magnani with a maximum occupancy reduced to four persons and one parking space (Exhibit A). The original STR permit for 947 Incline Way #162 (Exhibit B) was issued on June 16, 2021, with a maximum occupancy of three persons. After Ordinance 1686 was adopted on May 10, 2022, the method of STR occupancy calculation changed, and STR Permit WSTR21-0006 was updated (Exhibit C) in June of 2022 with a maximum occupancy of six persons and two parking spaces. The STR permit maintained a maximum occupancy of six persons and two parking spaces through the 2023 annual renewal (Exhibit D). When STR Permit WSTR21-0006 was renewed in 2024 (Exhibit A), the maximum occupancy was reduced to four persons and one parking space based on Washoe County Code Enforcement's determination that only one allocated parking space is available to 947 Incline Way #162. WCC Section 110.319.15(b)(3 & 4) requires one parking space per every four occupants, with the number of parking spaces subsequently limiting the maximum number of occupants allowed by the STR permit.

### **Background**

The appellant is appealing the Director of Planning and Building's decision to reduce the appellant's short-term rental (STR) occupancy from six (6) persons to four (4) persons, which was based on a reduction in parking from two (2) spaces to one (1) space. The appellant is requesting a maximum occupancy of five (5) persons with two (2) parking spaces for STR Permit WSTR21-0006. The appeal application is included as Exhibit E to this report. Communication from Washoe County staff to the appellant regarding the occupancy and parking reduction is included in Exhibit A. Communication between Washoe County Code Enforcement Officer Steve Oriol (CEO Oriol) and the appellant is included as Exhibit F.

Several sections of Washoe County Code, Article 319, Short-Term Rentals (STRs), regulate parking requirements and the associated occupancy limitations for STRs:

#### **WCC Section 110.319.10 Requirements for Application.**

- (d) For STRs within multi-unit developments, the application must include evidence of the number (and location, if applicable) of parking spaces allocated to the unit. Where parking spaces are unassigned, overflow parking will not count toward the required number of parking spaces;

#### **WCC Section 110.319.15 Standards.**

(b) Parking Standards. In areas outside the jurisdiction of the Tahoe Regional Planning Agency (TRPA), parking standards applicable to all residential uses, or the parking standard adopted at the time of original building permit approval of the residence, shall apply. Within the jurisdictional boundaries of the TRPA, the following parking standards shall be adhered to:

- 1) No STR parking is allowed within access easements or the public rights-of-way.
- 2) All parking spaces must be: improved to Tahoe Regional Planning Agency (TRPA) standards; developed on-site within property boundaries; and dedicated specifically for parking. In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.
- 3) One parking space is required for every four occupants.
- 4) Within the Tahoe Basin, on-site STR parking may be limited and may require approval of TRPA coverage. Limitations such as these and other factors do not reduce or eliminate the requirement for on-site parking. Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit.

(e) Occupancy Limits. An occupancy limit shall be established for each short-term rental based on individual characteristics of the dwelling unit and property. Overall maximum occupancy of an STR will be determined by the Planning and Building Division Director or her/his designee(s) after considering all the factors below. The maximum number of occupants allowed within an STR is based on the following parameters:

- 1) The occupant load shall be calculated as two (2) occupants for every legally permitted bedroom in accordance with Section 110.319.20(a)(1). The remainder of the home (excluding bedrooms) shall be calculated as one (1) occupant for every 200 square feet of habitable space in accordance with Table 1004.5 of the 2018 International Building Code (IBC) or the currently adopted edition.
- 4) Occupancy may be further limited by the following: available number of on-site parking spaces; voluntary reduced limits as proposed by the property owner; and any other factors that the Planning and Building Division Director or her/his designee(s) determines may affect life safety.

According to the code sections referenced above, an STR must have one designated/assigned paved parking space, improved to TRPA standards, for every four occupants. Even if a potential maximum occupancy of more persons exists for a property based on bedroom count and habitable space, the number of paved parking spaces assigned to the STR unit may decrease that occupancy below the potential maximum.

Washoe County's short-term rental permitting process has been active for approximately three years. As of July 2, 2024, there were 745 active STR permits for properties within unincorporated Washoe County. 377 of these active permits were originally issued in 2021, during the first half year of the STR program. As the STR program has matured, dedicated STR CEO Steve Oriol has had the opportunity to investigate the specific parking situations at multiple condominiums in Incline Village, including McCloud Condominiums, where the appellant's STR unit is located.

CEO Oriol conducted multiple visits to the McCloud Condominiums complex in the spring and summer of 2024 and counted all available paved parking spaces within McCloud's property. McCloud Condominiums is made up of six separate addresses: 931 Incline Way, 939 Incline Way, 947 Incline Way, 120 Village Blvd., 144 Village Blvd., and 170 Village Blvd. (See the map image on the following page.) Each address includes its own contained group of condominium buildings with a garage for each of those units and several unassigned, paved parking spaces at each address. These separate addresses do not have driveways or roads that connect them internally. Each address can only be reached by exiting that address and driving on a main road to reach the next McCloud address.

The appellant's unit (#162) is located at 947 Incline Way, which includes units #161 through #192 (total of 32 units) of the McCloud complex. There are 12 open paved parking spaces at this address, not including the garages that are allocated to each unit. These calculations show that each of the 32 units at 947 Incline Way has less than one paved parking space available. The appellant has one garage space assigned to their unit, and this garage space can be used for STR occupants. Despite the two parking passes that are given to each McCloud Condominiums owner, there are not two paved parking spaces available at 947 Incline Way for each unit. Sixty-four (64) paved parking spaces would allow each unit to use two parking spaces, but only 12 paved parking spaces exist.



**Appellant's Address within McCloud Condominiums (32 units)**





**McCloud Condominiums Complex**

### **Analysis**

In the appeal application (Exhibit E), the appellant is requesting a maximum occupancy of five (5) persons with two (2) parking spaces for STR Permit WSTR21-0006. The applicant has stated that they market to families with young children, and most of their guests are two adults with two to three children. The applicant has also stated that they have enough habitable space for six people and that if their appeal allows five people, then parents with three small children could arrive in one car. Per WCC Section 110.319.15(e)(2), no distinction is made based on the age of the occupant for STR occupancy limits. Adults, children, and infants are each counted as one occupant. Regardless of the number of people who could potentially fit in a vehicle, the STR code (WCC Section 110.319.15(b)(3)) requires one parking space for every four occupants. In addition, despite the potential maximum occupancy of six, which was calculated by a building inspector according to WCC Section 110.319.15(e)(1), the same section of code (WCC Section 110.319.15(e)(4)) states that occupancy may be further limited by the available number of on-site parking spaces. In this situation, there is only one designated parking space (the garage) for 947 Incline Way #162, so the maximum occupancy for STR Permit WSTR21-0006 is four persons.

On page 3 of the appeal application (Exhibit E), the applicant states: "The decision to reduce our STR occupancy from 6 persons to 4 persons was based on parking alone." This is correct. Per WCC Section 110.319.15(e)(4), occupancy may be further limited by the available number of on-site parking spaces. One designated parking space (the garage) is available for 947 Incline Way #162, which reduces the maximum occupancy for STR Permit WSTR21-0006 to four persons.

In the appeal application (Exhibit E), the applicant states: "No guests at my STR are allowed to park on the street or within easements. All must park my garage and/or in one of the McCloud 8 parking lots with a McCloud Parking permit." Per WCC Section 110.319.15(b)(2), in multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit. Per WCC Section 110.319.10(d), where parking spaces are

unassigned, overflow parking will not count toward the required number of parking spaces. Despite the two parking passes given to each McCloud Condominiums unit owner, there are not enough paved parking spaces to correspond to the number of parking passes distributed. The paved parking spaces are not designated for specific units, and there is no way to ensure that those parking spaces will be available for the use of STR occupants. Previously in this report, it was discussed that 12 paved parking spaces exist for 32 units at 947 Incline Way. McCloud Condominiums includes a total of 256 units at the six addresses. For those 256 units, there is a total of 130 paved, unassigned parking spaces (not including assigned garages). The parking space count was conducted by CEO Oriol. See Exhibit G for a detailed breakdown of McCloud addresses and corresponding paved parking spaces. This does not meet Washoe County Code requirements for designated parking spaces in multi-unit complexes.

In the appeal application (Exhibit E), the applicant states: "Each unit in McCloud is assigned a single car garage space, plus two additional parking passes to be used in the outdoor lots. Owners are expected to use their garages to park one car. Storage in the garage is not allowed by HOA rules and regulations. Oversized vehicles that do not fit in garages use the outdoor lots. Our parking lots are for McCloud residents only, and all owners must display a parking pass. I have 2 parking passes in addition to my garage." Please see staff's comments in the paragraph above. The paved parking spaces must be designated and allotted to a unit in order meet Washoe County Code requirements for STR parking.

In the appeal application (Exhibit E), the applicant states: "This does not say that if you have one parking space, only 4 guests can occupy your living space. 99% of our guests are families with small children. 5 people – parents and 3 children – can arrive in one car, using only 1 parking space. If my condo, prior to this year, could accommodate 6 guests, why couldn't 5 or 6 guests arrive in 1 car? Note: we do not want 6 guests and have not accepted requests for 5 or 6 adults." Per WCC Section 110.319.15(b)(3), one parking space is required for every four occupants. Per WCC Section 110.319.15(e)(2), no distinction is made based on the age of the occupant when determining occupancy. Although the habitable space of the appellant's unit may be able to accommodate six occupants, the occupancy calculated for the STR permit is limited by the availability of only one designated parking space (the garage) for 947 Incline Way #162.

In the appeal application (Exhibit E), the applicant states: "McCloud has on-site parking. Only 30% of the owners live there full-time. The busiest week/weekend (4<sup>th</sup> of July) will have mostly full lots, but not 100% full. Data has been collected by the Parking Committee at McCloud, beginning in April 2024. (The parking data chart provided by the appellant is included in Exhibit E.) Washoe County Planning must determine parking and occupancy calculations for STR permits based on the code requirements discussed previously in this report. Code requirements are not modified on a case-by-case basis.

In the appeal application (Exhibit E), the applicant states: "My greatest point is that there is room in the parking lots, ON-SITE, for owners and renters to park their cars with a parking permit. This does not impact Incline Village streets in any way." Washoe County Planning must determine parking and occupancy calculations for STR permits based on the code requirements discussed previously in this report. In addition, for the 256 units that make up McCloud Condominiums, there is a total of 130 paved, unassigned parking spaces (not including assigned garages). The number of paved, unassigned parking spaces does not correspond to the two parking passes given to each unit owner.

In the appeal application (Exhibit E), the applicant states: "I also urge you to look and see if there have been any STR parking violations within McCloud Condominium complex." The potential number of parking violations, or lack thereof, does not alter the requirement to determine STR parking and occupancy calculations based on Washoe County Code.

The appellant also referenced WCC Section 110.319.15(b)(4)(i) in their appeal application. This section of code authorizes the Planning and Building Division Director to consider reducing or relocating the required parking spaces in circumstances where the property owner has provided sufficient evidence that the request is warranted and will not unduly impact surrounding properties. This request is to be made by submitting a director's modification of standards application. As discussed in this report, the number of unassigned parking spaces in McCloud Condominiums is significantly less than the number of units in the complex.

### **Staff Recommendation**

Based upon staff analysis, evidence presented, and testimony received, staff recommends that the Board of Adjustment deny this appeal and affirm the decision of the Washoe County Director of Planning and Building to reduce the appellant's short-term rental (STR) occupancy from six (6) persons to four (4) persons and reduce the parking from two (2) spaces to one (1) space.

### **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 Washoe County Board of Adjustment deny this appeal and affirm the decision of the Washoe County Director of Planning and Building to reduce the appellant's short-term rental (STR) occupancy from six (6) persons to four (4) persons and reduce the parking from two (2) spaces to one (1) space.

### **Written Decision and Appeal Process**

A written order of the Board of Adjustment's decision shall be prepared, executed by the Board of Adjustment Chair, and filed with the Secretary of the Board of Adjustment and a copy of the order shall be served on the appellant. The appellant has the right to appeal the written order by filing a petition for judicial review in the Second Judicial District Court for the State of Nevada within 25 days from the date the order is mailed to the appellant. Per WCC Section 110.910.15(i)(6), when a petition for judicial review is filed, the court rules shall govern the proceeding. This judicial review is in lieu of an appeal to the Board of County Commissioners as authorized by NRS 278.310(3)(b).

Appellant: Kathleen Magnani, mtn2ocean@aol.com



**From:** [Becerra, Lisette](#)  
**To:** [Kathy Magnani](#)  
**Cc:** [Home2; Oriol, Steven R.](#)  
**Subject:** WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Permit Attached  
**Date:** Tuesday, June 4, 2024 3:10:48 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[WSTR21-0006 2024 Renewal Permit.pdf](#)

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Hello:

The STR renewal process has been completed, and you have successfully renewed the 2024 STR permit listed above. Please see the attached renewal permit card.

We appreciate your patience during the renewal process. The attached permit will expire on **June 16, 2025**. The STR permit is considered null and void on the date of expiration.

Previous issuance of an STR permit does not guarantee that a subsequent permit will be issued. The required annual renewal application and fees **must** be submitted prior to expiration date of the STR permit. Completion of a STR renewal application, in time and prior to the expiration date, is the responsibility of the STR owner. STR Permits must be renewed and issued annually to advertise or operate.

Per a review of the STR permit record and an on-site inspection that was conducted by the Code Enforcement Officer, your property location has only one (1) assigned parking garage for your property. The total maximum occupancy rate for the above-mentioned property location will be reduced to 4 person maximum.

You may choose to appeal this change to your STR permit by submitting an appeal of a [Directors Decision application](#). The appeal must be made in writing on application forms provided by the Planning and Building Division, and must be delivered to the Washoe County Planning and Building division within 10 calendar days from the date that the decision is communicated in writing. Appeals are heard by the Washoe County Board of Adjustment (BOA) and the required application fee to file the appeal is \$835.12. If an appeal is filed a hearing will be scheduled for the next available regular meeting of the BOA but no more than 60 days from the date the appeal was filed.

Please let us know if you have any changes during the active STR permit period. Best wishes on your STR!

Sincerely,



**Lisette Becerra**  
Planning Technician, Contractor  
Planning & Building Division | Community Services Department  
(775) 328-9024  
[libecerra@washoecounty.gov](mailto:libecerra@washoecounty.gov)



**WASHOE COUNTY**  
**Planning & Building Division**  
**SHORT TERM RENTALS PERMIT**  
WEBSITE: [www.washoecounty.us/str](http://www.washoecounty.us/str)

1001 E. Ninth Street  
Reno, NV 89520-0027

(775) 328-6100

**Permit No:** WSTR21-0006

**Permit Type:** Short Term Rentals

**Applied:** 06/16/2021

**Planning Permit Number (if applicable):**

**Issued:** 06/16/2021

**Expire:** 06/16/2025

**Address:** 947 INCLINE WAY , Unit #162  
INCLINE VILLAGE, NV, 89451

**Parcel No:** 127-073-01

**Home Square Footage:** 672

**MAXIMUM  
OCCUPANCY:** 4

**Number of Bedrooms:** 2

**Parking Spaces:** 1

**OWNER:** MAGNANI FAMILY TRUST, KATHLEEN  
7157 ROYCROFT DR  
ROSEVILLE, CA 95678

**Phone:** (916) 952-9354  
(916) 952-9354

**Email:** mtn2ocean@aol.com

**LOCAL RESPONSIBLE PARTY:** June Joseph  
862 S Dyer Circle  
Incline Village, NV 89450

**Mobile:** (775) 544-9454  
(Must be text)

**Email:** juneybonit@gmail.com

**AUTHORIZED  
AGENT:**  
(Only if Applicable)

**Mobile:**  
(Must be text)  
**Office Phone:**  
**Email:**

Permission is hereby granted to advertize and operate the short term rentals described in this application, in accordance with the Rules, Regulations and Ordinances of the County of Washoe, along with the plans and application filed herewith.

**Initial disclosures below or on the next page.**

**IMPORTANT TIME DEADLINES:**

I UNDERSTAND THAT FINAL INSPECTION OR RENEWAL OF THIS PERMIT MUST BE MADE PRIOR TO THE EXPIRATION DATE OR NEW PLANS MUST BE SUBMITTED AND PERMIT FEES PAID PRIOR TO FINAL INSPECTION. PERMITS EXPIRE 12 MONTHS FROM THE DATE OF ISSUE, WITH NO GRACE PERIOD. IF THE DATE OF EXPIRATION FALLS ON A WEEKEND OR HOLIDAY, THE PERMIT MUST BE RENEWED ON THE LAST BUSINESS DAY PRIOR TO THE EXPIRATION. I UNDERSTAND THIS IS THE ONLY NOTICE I WILL RECEIVE FOR RENEWAL OF THE PERMIT AND KEEPING THE PERMIT RENEWED AND IN A VALID STATUS IS MY RESPONSIBILITY.

**DISCLAIMERS: INDEMNIFICATION: ACKNOWLEDGMENTS BY PERMITTEE:**

I UNDERSTAND THAT THE INSPECTIONS PROVIDED BY WASHOE COUNTY ARE LIMITED TO VERIFYING COMPLIANCE WITH STR ORDINANCE, on 110.319.

I HEREBY AGREE TO DEFEND AND TO SAVE, INDEMNIFY AND KEEP HARMLESS THE COUNTY OF WASHOE AND ITS OFFICERS, EMPLOYEES AND AGENTS AGAINST ALL LIABILITIES, JUDGEMENTS, COSTS AND EXPENSES WHICH MAY ACCRUE AGAINST THE COUNTY IN CONSEQUENCE OF GRANTING OF THIS PERMIT, IN CONSEQUENCE OF THE COUNTY'S OWN NEGLIGENCE OR ITS OTHERS ACTS OR OMISSIONS WITH RESPECT TO THIS PERMIT, OR IN CONSEQUENCE OF THE USE OR OCCUPANCY, OR OTHERWISE BY VIRTUE THEREOF, AND WILL IN ALL THINGS STRICTLY COMPLY WITH THE CONDITIONS OF THIS PERMIT AND PROVISIONS OF THE RULES, REGULATIONS AND ORDINANCE OF THE COUNTY OF WASHOE.

BY INITIALIZING THIS SECTION, YOU GRANT PERMISSION OF ENTRY TO THE STRUCTURE PERMITTED BY THIS PERMIT AND AUTHORIZE WASHOE COUNTY INSPECTORS TO ACCESS THE PROPERTY AT REASONABLE TIMES PROVIDED THAT CREDENTIALS BE PRESENTED TO THE OCCUPANT AND ENTRY REQUESTED FOR THE PURPOSES OF CONDUCTING REQUIRED INSPECTIONS ASSOCIATED WITH THIS PERMIT AND ENFORCE THE PROVISIONS OF WASHOE COUNTY CODE



**WASHOE COUNTY**  
**Planning & Building Division**  
**SHORT TERM RENTALS PERMIT**  
WEBSITE: [www.washoecounty.us/str](http://www.washoecounty.us/str)

1001 E. Ninth Street  
Reno, NV 89520-0027

(775) 328-6100

**Permit No:** WSTR21-0006

**Permit Type:** Short Term Rentals

**Applied:** 06/16/2021

**Planning Permit Number (if applicable):**

**Issued:** 06/16/2021

**Expire:** 06/16/2022

**Address:** 947 INCLINE WAY 162  
INCLINE VILLAGE, NV, 89451

**Parcel No:** 127-073-01

**Home Square Footage:** 672

**MAXIMUM  
OCCUPANCY:** 3

**Number of Bedrooms:** 2

**OWNER:** MAGNANI FAMILY TRUST, KATHLEEN  
7157 ROYCRAFT DR  
ROSEVILLE CA 95678

**Phone:**

**Email:**

**LOCAL RESPONSIBLE  
PARTY:** Magnani, Kathleen  
7157 Roycroft Dr.  
Roseville, CA 95678

**Mobile:** (916) 952-9354  
(Must be text)

**Email:** mtn2ocean@aol.com

**AUTHORIZED** Stevenson, Staci

**Mobile:** (805) 341-2300

(Must be text)

**AGENT:**

**Office Phone:**

(Only if Applicable) 15805 Fawn Lane  
Reno, NV 89511

**Email:** stacisails@gmail.com

Permission is hereby granted to advertize and operate the short term rentals described in this application, in accordance with the Rules, Regulations and Ordinances of the County of Washoe, along with the plans and application filed herewith.

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**Planning & Building Division**  
**SHORT TERM RENTALS PERMIT**  
WEBSITE: [www.washoecounty.us/str](http://www.washoecounty.us/str)

1001 E. Ninth Street  
Reno, NV 89520-0027

(775) 328-6100

**Permit No:** WSTR21-0006

**Permit Type:** Short Term Rentals

**Applied:** 06/16/2021

**Planning Permit Number (if applicable):**

**Issued:** 06/16/2021

**Expire:** 06/16/2022

**Address:** 947 INCLINE WAY 162  
INCLINE VILLAGE, NV, 89451

**Parcel No:** 127-073-01

**Home Square Footage:** 424

**MAXIMUM  
OCCUPANCY:** 6

**Number of Bedrooms:** 2

**OWNER:** MAGNANI FAMILY TRUST, KATHLEEN  
7157 ROYCRAFT DR  
ROSEVILLE CA 95678

**Phone:**

**Email:**

**LOCAL RESPONSIBLE  
PARTY:** Joseph, June

**Mobile:** (775) 544-9454

(Must be text)

**Email:** [junebonit@gmail.com](mailto:junebonit@gmail.com)

862 S Dyer Circle  
Incline Village, NV 89450

**AUTHORIZED**

**AGENT:**

(Only if Applicable)

**Mobile:**

(Must be text)

**Office Phone:**

**Email:**

Permission is hereby granted to advertise and operate the short term rentals described in this application, in accordance with the Rules, Regulations and Ordinances of the County of Washoe, along with the plans and application filed herewith.

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I UNDERSTAND THAT THE INSPECTIONS PROVIDED BY WASHOE COUNTY ARE LIMITED TO VERIFYING COMPLIANCE WITH STR ORDINANCE, on 11.319.

I HEREBY AGREE TO DEFEND AND TO SAVE, INDEMNIFY AND KEEP HARMLESS THE COUNTY OF WASHOE AND ITS OFFICERS, EMPLOYEES AND AGENTS AGAINST ALL LIABILITIES, JUDGEMENTS, COSTS AND EXPENSES WHICH MAY ACCRUE AGAINST THE COUNTY IN CONSEQUENCE OF GRANTING OF THIS PERMIT, IN CONSEQUENCE OF THE COUNTY'S OWN NEGLIGENCE OR ITS OTHERS ACTS OR OMISSIONS WITH RESPECT TO THIS PERMIT, OR IN CONSEQUENCE OF THE USE OR OCCUPANCY, OR OTHERWISE BY VIRTUE THEREOF, AND WILL IN ALL THINGS STRICTLY COMPLY WITH THE CONDITIONS OF THIS PERMIT AND PROVISIONS OF THE RULES, REGULATIONS AND ORDINANCE OF THE COUNTY OF WASHOE.

BY INITIALIZING THIS SECTION, YOU GRANT PERMISSION OF ENTRY TO THE STRUCTURE PERMITTED BY THIS PERMIT AND AUTHORIZE WASHOE COUNTY INSPECTORS TO ACCESS THE PROPERTY AT REASONABLE TIMES PROVIDED THAT CREDENTIALS BE PRESENTED TO THE OCCUPANT AND ENTRY REQUESTED FOR THE PURPOSES OF CONDUCTING REQUIRED INSPECTIONS ASSOCIATED WITH THIS PERMIT AND ENFORCE THE PROVISIONS OF WASHOE COUNTY CODE.



**WASHOE COUNTY**  
**Planning & Building Division**  
**SHORT TERM RENTALS PERMIT**  
WEBSITE: [www.washoecounty.us/str](http://www.washoecounty.us/str)

1001 E. Ninth Street  
Reno, NV 89520-0027

(775) 328-6100

**Permit No:** WSTR21-0006

**Permit Type:** Short Term Rentals

**Applied:** 06/16/2021

**Planning Permit Number (if applicable):**

**Issued:** 06/16/2021

**Expire:** 06/16/2024

**Address:** 947 INCLINE WAY 162  
INCLINE VILLAGE, NV, 89451

**Parcel No:** 127-073-01

**Home Square Footage:** 672

**MAXIMUM  
OCCUPANCY:** 6

**Number of Bedrooms:** 2

**Parking Spaces:** 2

**OWNER:** MAGNANI FAMILY TRUST, KATHLEEN  
7157 ROYCROFT DR  
ROSEVILLE, CA 95678

**Phone:**

**Email:** mtn2ocean@aol.com

**LOCAL RESPONSIBLE PARTY:** June Joseph  
862 S Dyer Circle  
Incline Village, NV 89450

**Mobile:** (775) 544-9454  
(Must be text)

**Email:** juneybonit@gmail.com

**AUTHORIZED AGENT:** 7157 Roycroft Drive  
(Only if Applicable) Roseville, CA 95678

**Mobile:** (916) 952-9354  
(Must be text)  
**Office Phone:**  
**Email:** mtn2ocean@aol.com

Permission is hereby granted to advertize and operate the short term rentals described in this application, in accordance with the Rules, Regulations and Ordinances of the County of Washoe, along with the plans and application filed herewith.

**Initial disclosures below or on the next page.**

**IMPORTANT TIME DEADLINES:**

I UNDERSTAND THAT FINAL INSPECTION OR RENEWAL OF THIS PERMIT MUST BE MADE PRIOR TO THE EXPIRATION DATE OR NEW PLANS MUST BE SUBMITTED AND PERMIT FEES PAID PRIOR TO FINAL INSPECTION. PERMITS EXPIRE 12 MONTHS FROM THE DATE OF ISSUE, WITH NO GRACE PERIOD. IF THE DATE OF EXPIRATION FALLS ON A WEEKEND OR HOLIDAY, THE PERMIT MUST BE RENEWED ON THE LAST BUSINESS DAY PRIOR TO THE EXPIRATION. I UNDERSTAND THIS IS THE ONLY NOTICE I WILL RECEIVE FOR RENEWAL OF THE PERMIT AND KEEPING THE PERMIT RENEWED AND IN A VALID STATUS IS MY RESPONSIBILITY.

**DISCLAIMERS: INDEMNIFICATION: ACKNOWLEDGMENTS BY PERMITTEE:**

I UNDERSTAND THAT THE INSPECTIONS PROVIDED BY WASHOE COUNTY ARE LIMITED TO VERIFYING COMPLIANCE WITH STR ORDINANCE, on 110.319.

I HEREBY AGREE TO DEFEND AND TO SAVE, INDEMNIFY AND KEEP HARMLESS THE COUNTY OF WASHOE AND ITS OFFICERS, EMPLOYEES AND AGENTS AGAINST ALL LIABILITIES, JUDGEMENTS, COSTS AND EXPENSES WHICH MAY ACCRUE AGAINST THE COUNTY IN CONSEQUENCE OF GRANTING OF THIS PERMIT, IN CONSEQUENCE OF THE COUNTY'S OWN NEGLIGENCE OR ITS OTHERS ACTS OR OMISSIONS WITH RESPECT TO THIS PERMIT, OR IN CONSEQUENCE OF THE USE OR OCCUPANCY, OR OTHERWISE BY VIRTUE THEREOF, AND WILL IN ALL THINGS STRICTLY COMPLY WITH THE CONDITIONS OF THIS PERMIT AND PROVISIONS OF THE RULES, REGULATIONS AND ORDINANCE OF THE COUNTY OF WASHOE.

BY INITIALIZING THIS SECTION, YOU GRANT PERMISSION OF ENTRY TO THE STRUCTURE PERMITTED BY THIS PERMIT AND AUTHORIZE WASHOE COUNTY INSPECTORS TO ACCESS THE PROPERTY AT REASONABLE TIMES PROVIDED THAT CREDENTIALS BE PRESENTED TO THE OCCUPANT AND ENTRY REQUESTED FOR THE PURPOSES OF CONDUCTING REQUIRED INSPECTIONS ASSOCIATED WITH THIS PERMIT AND ENFORCE THE PROVISIONS OF WASHOE COUNTY CODE.



## Washoe County Appeal of Decision to Board of Adjustment

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.

### Appeal of Decision by (Check one)

**Note:** Appeals to the Washoe County Board of Adjustment are governed by WCC Section 110.910.15(i), WCC Section 110.912.10(j), and NRS 278.310.

☐ Administrative Hearing Officer

☐ County Building Official

☒ Director, Planning and Building Division

#### Fire Code Official

☐ Director, Engineering and Capital Projects Division

☐ North Lake Tahoe Fire Protection District

☐ Truckee Meadows Fire Protection District

### Appeal Date Information

**Note:** This appeal must be delivered in writing to the offices of the Planning and Building Division or the Washoe County Building Official within 10 (ten) calendar days from the date that the decision being appealed is communicated in writing to the appellant.

**Note:** The appeal must be accompanied by the appropriate appeal fee (see attached Master Fee Schedule).

Date of this appeal: June 5, 2024

Date of action by County: June 4, 2024

Date of decision for which appeal is being filed: \_\_\_\_\_

Project Location: 947 Incline Way #1102, Incline Village, NV 89451

### Appellant Information

Name: Kathleen Magnani

Phone: (916) 452-9354

Address: 7157 Roycroft Dr.

Fax: \_\_\_\_\_

Email: mtn2ocean@aol.com

City: Roseville

State: CA

Zip: 95678

Cell: (916) 452-9354

Specific action by the County being appealed:

Reduced our STR occupancy from 6 to 4.

Describe why the decision should or should not have been made:

(please see separate page attached to this one).

Cite the specific outcome you are requesting with this appeal:

I am requesting an occupancy of 5 for my STR with 2 parking spaces. We market to families with young children. Most of our guests are 2 adults with 2-3 children.

Describe your basis as an aggrieved party. The basis must include the nature and location of your property interest and the manner in which the property interest will be affected by the appealed decision.

I have a 2 bedroom, 2 bathroom unit in McCloud, with enough "habitable space" for 6 people. If my appeal would allow 5 people, then parents with 3 small children, arriving in one car, would be legal.

Did you speak at the public hearing when this item was considered? <sup>there was not a public hearing</sup> ☐ Yes ☒ No

Did you submit written comments prior to the action on the item being appealed? ☒ Yes ☐ No <sup>to the Code Enforcement officer.</sup>

### Appellant Affidavit

STATE OF ~~NEVADA~~ <sup>CA</sup>  
COUNTY OF ~~WASHOE~~ <sup>Placer</sup> <sup>STW</sup>

I, Kathleen Magnani being duly sworn, depose, and say that I am an appellant  
(print name)

seeking the relief specified in this petition 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 staff of the Planning and Building Division.

Signed Kathleen Magnani  
Address 7157 Roycroft Dr  
Roseville, CA 95678  
Phone: (916) 952-19354

Subscribed and sworn to before me this  
5 day of June, 2024

[Signature]  
Notary Public in and for said county and state

My commission expires: 12-4-24

(Notary Stamp)



## Describe why the decision should or should not have been made:

The decision to reduce our STR occupancy from 6 persons to 4 persons was based on parking alone.

### STR Parking Standards.

In areas outside the jurisdiction of the Tahoe Regional Planning Agency (TRPA), parking standards applicable to all residential uses, or the parking standard adopted at the time of original building permit approval of the residence, shall apply. Within the jurisdictional boundaries of the TRPA, the following parking standards shall be adhered to:

(1) No STR parking is allowed within access easements or the public rights-of-way.

No guests at my STR are allowed to park on the street or within easements. All must park my garage and/or in one of the McCloud 8 parking lots with a McCloud Parking permit.

(2) All parking spaces must be: improved to Tahoe Regional Planning Agency (TRPA) standards; developed on-site within property boundaries; and dedicated specifically for parking. In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.

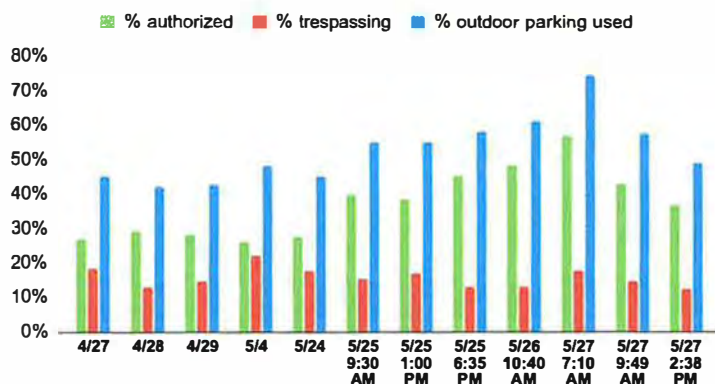
Each unit in McCloud is assigned a single car garage space, plus two additional parking passes to be used in the outdoor lots. Owners are expected to use their garages to park one car. Storage in the garage is not allowed by HOA rules and regulations. Oversized vehicles that do not fit in garages use the outdoor lots. Our parking lots are for McCloud residents only, and all owners must display a parking pass. I have 2 parking passes in addition to my garage.

(3) One parking space is required for every four occupants.

This does not say that if you have one parking space, only 4 guests can occupy your living space. 99% of our guests are families with small children. 5 people – parents and 3 children) can arrive in one car, using only 1 parking space. If my condo, prior to this year, could accommodate 6 guests, why couldn't 5 or 6 guests arrive in 1 car? Note: we do not want 6 guests and have not accepted requests for 5 or 6 adults.

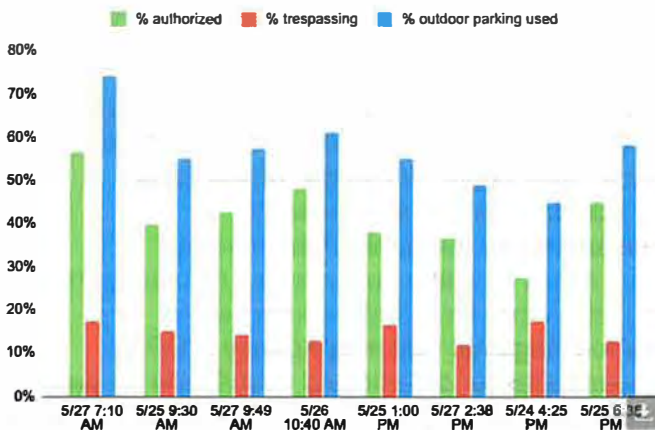
(4) Within the Tahoe Basin, on-site STR parking may be limited and may require approval of TRPA coverage. Limitations such as these and other factors do not reduce or eliminate the requirement for on-site parking. Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit. McCloud has on-site parking. Only 30% of the owners live there full-time. The busiest week/weekend (4<sup>th</sup> of July), will have mostly full lots, but not 100% full. Data has been collected by the Parking Committee at McCloud, beginning in April, 2024:

McCloud 4/27-5/2/24 outdoor parking use



Data that has been collected over Memorial Weekend showed:

McCloud 5/24-5/27/24 outdoor parking use, sorted by time-of-day



It is too early to gather data for 4<sup>th</sup> of July and the week surrounding that holiday.

My greatest point is that there is room in the parking lots, ON-SITE, for owners and renters to park their cars with a parking permit. This does not impact Incline Village streets in any way.

I also urge you to look and see if there have been any STR parking violations within McCloud Condominium complex.

- i. (c) In extraordinary and limited circumstances within the Tahoe Basin, the Planning and Building Division Director is authorized to consider reducing or relocating the required parking spaces in circumstances where the property owner has provided sufficient evidence that the request is warranted and will not unduly impact surrounding properties. Such requests shall be made by submitting a director's modification of standards application.

I am requesting that an occupancy of 5 be granted for my STR. My garage is available for STR guests, and I have 2 additional parking passes in the rare instance that 2 cars are brought to McCloud for my guest's stay.

**From:** [Stark, Katherine](#)  
**To:** [Stark, Katherine](#)  
**Subject:** FW: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice  
**Date:** Tuesday, July 2, 2024 12:23:56 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
**Importance:** High

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**From:** Oriol, Steven R. <SOriol@washoecounty.gov>  
**Sent:** Wednesday, May 29, 2024 10:08 AM  
**To:** Kathy Magnani <mtn2ocean@aol.com>; Home2 <mfc@comcast.net>  
**Cc:** Giesinger, Chad <CGiesinger@washoecounty.gov>; Stark, Katherine <KRStark@washoecounty.gov>; Tavener, Andrea E. <ATavener@washoecounty.gov>; Becerra, Lisette <LiBecerra@washoecounty.gov>  
**Subject:** RE: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice  
**Importance:** High

Hello Kathleen,

Following a careful review of relevant Codes, discussions with supervision and accounting for my on-site documentation, I wanted to let you know that when your renewed STR permit is issued, it will be issued at the new limits of 1 vehicle (to be parked only in the assigned garage) and 4 occupants max. These same limits will apply to all STR permits within the McCloud HOA upon those permit renewals. Your listings will have to be updated to comply with the new permit limits and all other aspects of the County's STR Advertising Standards.

You will have the opportunity to appeal the change to your permit, once it is formally issued. The formal language containing the instructions for that appeal will be included in the email with your renewed permit. Should you choose to appeal the decision, you should know now that there is an appeal fee of \$835.12 and a 10-calendar-day window from the day your permit is renewed for you to fully file your appeal. Appeals are heard by the Washoe County Board of Adjustment.

Please work with the Planning staff towards the renewal of your permit. Once your permit is successfully renewed, the 10-day clock will start on your ability to appeal the changes made to your permit. If you decide to voluntarily rescind your STR permit and no longer have your property be subject to the regulations of the STR ordinance, please advise Planning staff and they can assist you with that as well.

Lastly, please remember that the County does not regulate Long-Term Rentals (rental periods of at least 28 consecutive days). If you choose to rent your property exclusively as a Long-Term Rental, the STR ordinance would not apply to your property.

Regards,



**Steve Oriol**  
**Code Enforcement Officer II - Short Term Rentals (STRs)**  
**Code Enforcement | Community Services Department**  
[soriol@washoecounty.gov](mailto:soriol@washoecounty.gov) | Direct Line: 775.328.3632

My typical working hours: Monday-Friday 0800-1600 HRS  
Code Enforcement: 775.328.6106 | [Code-Enforcement@washoecounty.gov](mailto:Code-Enforcement@washoecounty.gov)  
CSD Office Hours: Monday-Friday 8:00am to 4:00pm  
1001 East Ninth Street, Reno, NV 89512



Have some kudos to share about a Community Services Department employee or experience?  
[Submit a Nomination](#)

The best way to reach me is by email.  
[311 FAQ](#) | [Code Enforcement - YouTube](#)

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**From:** Kathy Magnani <[mtn2ocean@aol.com](mailto:mtn2ocean@aol.com)>  
**Sent:** Wednesday, May 22, 2024 10:38 AM  
**To:** Oriol, Steven R. <[SOriol@washoecounty.gov](mailto:SOriol@washoecounty.gov)>



Cc: Home2 <mfc@comcast.net>

Subject: Re: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice

[NOTICE: This message originated outside of Washoe County -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Steven,

If I have two ASSIGNED parking passes, to park in the lots at McCloud, I have ASSIGNED parking. There are 3 spaces ALLOCATED to my unit- my garage, and 2 additional spaces if I need them.

I find this statement by you very unprofessional and disrespectful:

"It is irrelevant whether your HOA considers unassigned parking as "guest", "overflow", "open" or any other title you want to put to it. If a parking space isn't assigned specifically to your unit, it cannot be considered for STR guest use. You agreed to these regulations when you submitted your STR permit application."

I didn't put any title to the parking lots. As an HOA member and owner in McCloud, I know that the parking lots are for owners only, and owners must display a parking permit. Our McCloud HOA has 131 outdoor parking spaces for owners and guests of owners with a valid parking pass, and each unit in McCloud is ASSIGNED 2 parking passes, to be used in any space on the McCloud property.

I agreed to the regulations for my STR permit 3 years ago allowing my documentation of two additional parking permits, showing our HOA parking rules and regs assigning each owner 2 parking passes, and for the past 3 years have had NO problems with parking or Washoe County trying to put additional screws to STR owners. I use my condo 1/2 time and almost always have 2 cars with my family present. Citing jargon from the Parking Standards under the STR Ordinance doesn't change the fact that a) parking is within the jurisdictional boundaries of the TRPA, b) are developed ON SITE and within the boundaries of the McCloud complex, c. there are designated parking spaces in EVERY cluster at McCloud for owners with valid parking passes, and each unit is ALLOTTED 2 passes.

I'm sure you are getting a lot of push-back from STR owners, and I feel it's warranted at least in the case of the McCloud Condominium complex. I understand you are trying to do your job. I'm just wondering why, now, is "assigned parking spaces" becoming such a big deal. Who is to say that 5 or 6 people cannot arrive in 1 car? Habitable space is what determined occupancy until this year, and that makes sense to me. Saying occupancy is limited to 4 since "one parking space is required for every 4 occupants" is ridiculous considering more than 4 people can arrive in a car AND McCloud issues two parking passes to each unit- 1bdm, 2bdm, and 3bdm- in addition to their assigned garages.

Please use your professionalism and consider all factors I have presented.

Sincerely,

Kathleen Magnani

On Wednesday, May 22, 2024 at 09:58:03 AM PDT, Oriol, Steven R. <soriol@washoecounty.gov> wrote:

Hello Kathleen,

I will conduct a site visit today. Under Washoe County Code, unassigned parking cannot be counted towards STR guest parking (and therefore occupancy).

The STR ordinance spells out in the Requirements for Application section: "For STRs within multi-unit developments, the application must include evidence of the number (and location, if applicable) of parking spaces allocated to the unit. Where parking spaces are unassigned, overflow parking will not count toward the required number of parking spaces." It is irrelevant whether your HOA considers unassigned parking as "guest", "overflow", "open" or any other title you want to put to it. If a parking space isn't assigned

specifically to your unit, it cannot be considered for STR guest use. You agreed to these regulations when you submitted your STR permit application.

Under the Parking Standards section of the STR ordinance:

**Parking Standards.** In areas *outside* the jurisdiction of the Tahoe Regional Planning Agency (TRPA), parking standards applicable to all residential uses, or the parking standard adopted at the time of original building permit approval of the residence, shall apply. *Within the jurisdictional boundaries of the TRPA, the following parking standards shall be adhered to:*

- (1) No STR parking is allowed within access easements or the public rights-of-way.
- (2) All parking spaces must be: improved to Tahoe Regional Planning Agency (TRPA) standards; developed on-site within property boundaries; and dedicated specifically for parking. In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.
- (3) One parking space is required for every four occupants.
- (4) Within the Tahoe Basin, on-site STR parking may be limited and may require approval of TRPA coverage. Limitations such as these and other factors do not reduce or eliminate the requirement for on-site parking. Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit.

What this means, ever since day one of enforcement of the ordinance, is that ONLY assigned parking to a specific unit can be counted towards STR guest use. The parking passes for unassigned spaces (especially those spaces outside property boundaries) may not be used or even considered for STR guest parking. Again, this is not new. This applies to literally hundreds of STR units in Incline. Permits have been issued with erroneous parking and occupancy limits, and when discovered these must be corrected.

Referencing your emails, "We have 131 outdoor parking spaces for 256 units" which means that your own HOA can't provide enough parking space for all of the parking promised. That is an HOA problem, not a County problem. We might be able to have a different conversation if there was sufficient parking for every unit to have what the HOA regs promise/allow, but by your own admission that is not the case. Please see #4 above: "Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit." I am responsible for enforcing County law, not HOA regs.

If a required change is made to your STR permit, you may have the right to appeal that decision. If you do not wish for your property to be subject to these additional STR restrictions, you may voluntarily surrender your STR permit at any time, in which case only the HOA regulations would apply (and be on the HOA to enforce). You also have the option to operate exclusively as a Long-Term Rental (28+ days), in which case the County's STR ordinance also does not apply.

Remember, **when an owner voluntarily applies for a STR permit, they voluntarily subject their property to the additional standards and restrictions found in the STR ordinance that otherwise would not apply.** Per your own email statements (twice), "The parking

within each cluster in the McCloud Condominium complex is intended for owners" and "ALL parking within the McCloud Condominium complex is for owners." That is irrelevant to STR properties, which are subject to additional restrictions that were voluntarily agreed to by the owner when the STR application was submitted. You are requesting this unassigned parking for your STR guests, not for your own use as an owner. That is in direct contravention of the County's STR ordinance, which you agreed to each time you submitted a permit application (initial and renewal).

Regards,



**Steve Oriol**

**Code Enforcement Officer II - Short Term Rentals (STRs)**

**Code Enforcement | Community Services Department**

[soriol@washoecounty.gov](mailto:soriol@washoecounty.gov) | Direct Line: 775.328.3632

My typical working hours: Monday-Friday 0800-1600 HRS

Code Enforcement: 775.328.6106 | [Code-Enforcement@washoecounty.gov](mailto:Code-Enforcement@washoecounty.gov)

CSD Office Hours: Monday-Friday 8:00am to 4:00pm

1001 East Ninth Street, Reno, NV 89512



Have some kudos to share about a Community Services Department employee or experience?

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The best way to reach me is by email.

[311 FAQ | Code Enforcement - YouTube](#)

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**From:** Kathy Magnani <[mtn2ocean@aol.com](mailto:mtn2ocean@aol.com)>

**Sent:** Wednesday, May 22, 2024 8:57 AM

**To:** Oriol, Steven R. <[SOriol@washoecounty.gov](mailto:SOriol@washoecounty.gov)>; Becerra, Lisette <[LiBecerra@washoecounty.gov](mailto:LiBecerra@washoecounty.gov)>

**Cc:** [juneybonit@gmail.com](mailto:juneybonit@gmail.com); Tavener, Andrea E. <[ATavener@washoecounty.gov](mailto:ATavener@washoecounty.gov)>

**Subject:** Re: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice

**[NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Lisette and all others involved,

McCloud does not have "overflow" or "guest" parking. ALL parking within the McCloud Condominium complex is for owners who have a valid parking tag. Please see the documentation I have provided in this email.

Thank you,

Kathleen Magnani

On Wednesday, May 22, 2024 at 08:37:22 AM PDT, Becerra, Lisette <[libecerra@washoecounty.gov](mailto:libecerra@washoecounty.gov)> wrote:

Hello,

Thank you for your emails. We can easily update the parking based on a decision by the Code Enforcement Officer who is also copied on this email.

Per Washoe County Code as outlined below, where parking spaces are unassigned, overflow or guest parking will not count toward the required number of parking spaces.

For STRs within multi-unit developments, the application must include evidence of the number (and location, if applicable) of parking spaces allocated to the unit. Where parking spaces are unassigned, overflow parking will not count toward the required number of parking spaces. Your property has one garage parking spot, but per the Code Enforcement Officer there is not adequate parking to allow for any additional parking for every unit in the complex. Therefore, the total maximum occupancy rate for the above-mentioned property location would be 4. Per the current TRPA parking standards, the occupancy rate allowed is 1 space for every 4 occupants.

Per Washoe County Code section 110.319.15 Amendment 1686 Standards Section (b); *Within* the jurisdictional boundaries of the TRPA, the following parking standards shall be adhered to:

- (1) No STR parking is allowed within access easements or the public rights-of-way.
- (2) All parking spaces must be: improved to Tahoe Regional Planning Agency (TRPA) standards; developed on-site within property boundaries; and dedicated specifically for parking. In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.
- (3) One parking space is required for every four occupants.
- (4) Within the Tahoe Basin, on-site STR parking may be limited and may require approval of TRPA coverage. Limitations such as these and other factors do not reduce or eliminate the requirement for on-site parking. Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit.

I am deferring to the Code Enforcement Officer for a determination.



**Lisette Becerra**

**Planning Technician, Contractor**  
**Planning & Building Division | Community Services Department**  
**(775) 328-9024**

[libecerra@washoecounty.gov](mailto:libecerra@washoecounty.gov)

My normal working hours: Monday-Friday 7:30am to 4:00pm

Visit us first online: [www.washoecounty.gov/csd](http://www.washoecounty.gov/csd)

Planning Division: 775.328.6100 | [Planning@washoecounty.gov](mailto:Planning@washoecounty.gov)

CSD Office Hours: Monday-Friday 8:00am to 4:00pm

1001 East Ninth Street, Reno, NV 89512



Have some kudos to share about a Community Services Department employee or experience?

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---

**From:** Kathy Magnani <[mtn2ocean@aol.com](mailto:mtn2ocean@aol.com)>

**Sent:** Tuesday, May 21, 2024 5:21 PM

**To:** Becerra, Lisette <[LiBecerra@washoecounty.gov](mailto:LiBecerra@washoecounty.gov)>

**Subject:** RE: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice

**[NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Hello Lisette,

It is incorrect that our condo/STR has only 1 assigned parking spot. We have an assigned garage PLUS 2 additional parking passes. Please see the attachments I included at the bottom of this email. I provided all of this information when I applied for my initial permit 3 years ago. All of this should be with my uploaded documents.

As per your email to my property manager/LRP, June Joseph:

"For STRs within multi-unit developments, the application must include evidence of the number (and location, if applicable) of parking spaces allocated to the unit." I have 2 parking passes, in addition to my garage space

I am actually on the parking committee for the McCloud HOA. We have 131 outdoor parking spaces for 256 units. Currently, every unit has 2 parking passes, in addition to their garage space. The parking within each cluster in the McCloud Condominium complex is intended for owners, and this is exactly what our parking committee is working on currently.

I am asking that you not limit our STR capacity to 4 guests based on faulty information.

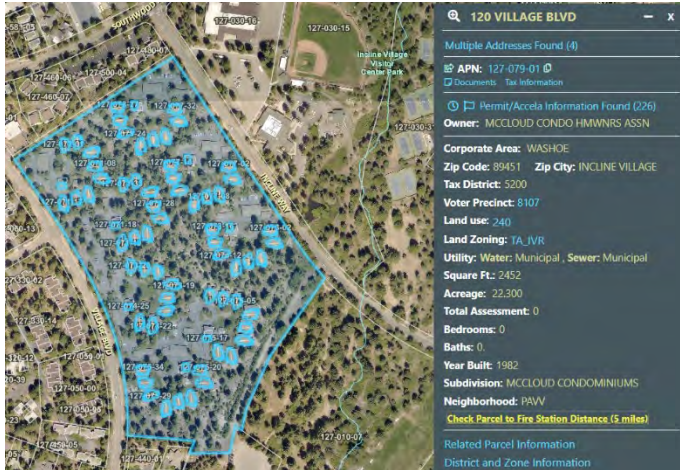
Sincerely,

Kathleen Magnani/Owner of 947 Incline Way #162, Incline Village, NV 89451



## McCloud Condominiums – 6 separate addresses

- McCloud HOA: 931 Incline, 939 Incline, 947 Incline, 120 Village, 144 Village, 170 Village
- ONLY the garages can be counted for STR parking –there are not enough paved parking spaces for the units at each address to have even one paved parking space each
- Image of full McCloud Condominiums complex



- 931 Incline Way – Units #225 through #256 – 22 open parking spaces



- 939 Incline Way – Units #193 through #224 – 14 open parking spaces



- 947 Incline Way – Units #161 through #192 – 12 open parking spaces



- 120 Village Blvd. – Units #97 through #160 – 31 open parking spaces



- 144 Village Blvd. – 2 entrances – Units #33 through #96 – 37 open parking spaces



- 170 Village Blvd. – Units #1 through #32 – 14 open parking spaces





# Washoe County Short Term Rentals (STR) Application

Your entire application is a public record.

SHORT TERM RENTAL INFORMATION (* = required)	
See STR Permit Guide	
*STR Address: 947 Incline Way	
*Unit # (If Applicable): 162	*Assessor Parcel Number (APN): 127-073-01
*Square Footage of Dwelling: (Habitable space only- see STR Permit Application Guide) 690	
*Maximum Number of Occupants: 4	
Transient Lodging Tax (TLT) Number: (partial home rental as exempt, see STR Permit Guide) W-4729	
*# of Paved Parking Spaces: 2	# of Unpaved Parking Spaces: 0
Applicant Information (attach additional sheets if necessary) (* = required)	
*Property Owner:	Property Manager, if applicable:
*Name: Kathleen Magnani	Name: Staci and Luke Stevenson
*Address: 7157 Roycroft Drive	Address: 15805 Fawn Ln
*Zip: 95678	Zip: 89511
Phone: (916)952-9354 Fax:	Phone: (805)341-2300 Fax:
*Email: mtn2ocean@aol.com	Email: stacisails@gmail.com
*Cell: (916)952-9354 Other:	Cell: (805)341-2300 Other:
Contact Person:	Contact Person: Staci Stevenson
*Local Responsible Party: (available 24/7)	Other Persons to be Contacted:
*Name: Staci Stevenson	Name: Mike Hernandez
*Address: 15805 Fawn Ln	Address: 7157 Roycroft Dr
*Zip: 89511	Zip: 95678
*Phone: (805)341-2300 Fax:	Phone: (916)505-8279 Fax:
*Email: stacisails@gmail.com	Email: mfc@comcast.net
*Cell: (805)341-2300 Other:	Cell: (916)505-8279 Other:
Phone must be text enabled	Contact Person: Mike Hernandez
For Office Use Only	
Date Received: Initial:	Master Plan Designation(s):
County Commission District:	Regulatory Zoning(s):
Planning Area:	Tier:

## **STR Owner Affidavit and Notarized Certification**

I, as the owner of this Short-Term Rental, understand and agree to the following ordinance standards and requirements:

- (1) An STR permit is deemed a privileged permit subject to revocation without action by the Board of County Commissioners (BCC) for non-payment of fees or noncompliance with required standards, including the revocation standards within Section 110.319.40.
- (2) An STR permit must be renewed and issued annually in order to advertise or operate. Property owners should be aware that standards are subject to change over time and there is no guarantee that an STR permit will be re-issued.
- (3) An STR permit does not relieve the property owner of complying with any applicable private restrictions on the property such as CC&Rs or homeowners association rules.
- (4) Per Section 110.319.35, physical inspections must be passed prior to issuance of the initial STR permit. Thereafter, a self-certification checklist may be provided for annual renewals provided the requirements of Section 110.319.35 are met. The cost of these inspections and any necessary associated improvements will be borne by the property owner. It is the responsibility of the property owner to provide sufficient evidence that the applicable standards have been met.
- (5) The property owner has reviewed this article and other codes referenced within this article, understands the requirements and agrees to abide by them.
- (6) The property owner is responsible for each occupant's compliance with the Washoe County Code while they are on the property, including but not limited to the standards within this article.
- (7) There are no delinquent transient lodging tax liabilities or liens against the property.
- (8) No alterations will be made to the STR premises without the proper approvals and permits, nor alterations that violate Washoe County adopted codes and ordinances.
- (9) A valid STR permit shall be obtained from Washoe County prior to advertising and operation.
- (10) STR permits must be renewed and issued annually in order to advertise or operate. Previous issuance of an STR permit does not guarantee that a subsequent permit will be issued.
- (11) Every STR is required to have a designated agent or property manager functioning as a local responsible party who is available 24 hours a day, seven days a week to respond via text message or phone to complaints/issues related to the STR within 30 minutes of contact by Washoe County staff or its designated representatives. The local responsible party must also be based in a location where they can physically arrive at the STR within one hour (not including reasonable delays due to traffic or weather) of the initial response. This requirement is intended to address complaints based on violations of this section or Section 110.319.20 and should not be interpreted for any other purpose. The



STR property owner shall provide a single phone number (text-capable) and email address with which the local responsible party can be reached 24/7.

- (12) No events, parties, or weddings (regardless of payment or familial association), are allowed or may be advertised. A party is defined as any gathering in excess of the approved on-site maximum occupancy associated with the STR permit.
- (13) Applications for an STR permit may be initiated by the property owner or authorized agent of the property owner. However, the permittee must be the property owner(s) of the STR property.
- (14) Only one STR will be permitted per parcel, with the exception that a second STR may be allowed if established within a legally permitted attached or detached accessory dwelling. The STR must be a legally permitted, permanent, habitable dwelling unit (for example, no RVs, boats, detached garages, etc. to be used as an STR).
- (15) An STR permit will only be issued for dwelling units that have already received a certificate of occupancy. STR permits do not supersede, waive or reduce any other code standards or requirements for building permits, planning permits/ applications or other requirements necessary to construct a dwelling unit.
- (16) An STR shall only be rented to one group or person at a time (ex. renting out multiple individual rooms to multiple separate groups is not permitted).
- (17) Advertising for an STR is prohibited unless a valid STR permit has been issued and is in effect at the time of advertisement. All advertisements must include the Washoe County permit number, transient lodging tax license number, maximum occupancy as allowed by the permit, number of bedrooms, number of beds (not to exceed maximum occupancy), number of parking spaces, and a note that no off-site street-parking is permitted. This information must be displayed at the top of the STR advertisement.
- (18) No signage advertising the STR is permitted on the property.
- (19) Educational material must be made available to all renters in the unit's kitchen or other common area as required by WCC 110.319.15(a)(13).
- (20) All STRs must comply with all Washoe County Short Term Rental standards per chapter 110, Article 319, other federal, state, and other applicable laws/statutes.
- (21) Per WCC Chapter 25, applicable room tax must be paid to the Reno-Sparks Convention and Visitors Authority, disclosed to the renter and included in any rental agreement.

**Owner Name:** Kathleen Magnani

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.

CA  
STATE OF NEVADA )  
COUNTY OF WASHOE )  
Placer

I, Kathleen Magnani  
(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 the Washoe County Planning and Building Division.

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

Assessor Parcel  
Number(s): 127-073-01

Printed  
Name: Kathleen Magnani

Signed: Kathleen Magnani

Address: 7157 Roycroft Dr., Roseville, CA 95678

Subscribed and sworn to before me this 17 day of May, 2021

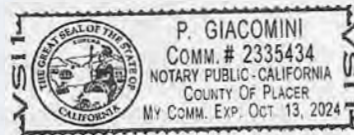
(Notary Stamp)

Notary Public in and for said county and state

P. Giacomini

My commission expires: Oct 13 2024

California -  
Placer county

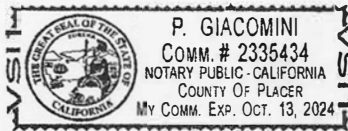


A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Sacramento

Subscribed and sworn to (or affirmed) before me on this 17  
day of May, 2021, by Kathleen Magnani,

proved to me on the basis of satisfactory evidence to be the  
person(s) who appeared before me.



(Seal)

Signature P. Giacomini



## CollectionCart



Collection Cart

Items

0

Total

\$0.00

Checkout

View

## Pay Online

No payment due for this account.

## Washoe County Parcel Information

Parcel ID	Status	Last Update
12707301	Active	5/13/2021 1:40:15 AM
<b>Current Owner:</b> MAGNANI FAMILY TRUST, KATHLEEN  7157 ROYCRAFT DR ROSEVILLE, CA 95678		<b>SITUS:</b> 947 INCLINE WAY 162 INCLINE VILLAGE NV
<b>Taxing District</b> 5200		<b>Geo CD:</b>

## Tax Bill (Click on desired tax year for due dates and further details)

Tax Year	Net Tax	Total Paid	Penalty/Fees	Interest	Balance Due
<b>2020</b>	\$3,618.78	\$3,618.78	\$0.00	\$0.00	\$0.00
<b>2019</b>	\$3,485.99	\$3,485.99	\$0.00	\$0.00	\$0.00
<b>2018</b>	\$3,335.16	\$3,335.16	\$0.00	\$0.00	\$0.00
<b>2018</b>	\$29.19	\$29.19	\$0.00	\$0.00	\$0.00
<b>2017</b>	\$3,262.27	\$3,262.27	\$0.00	\$0.00	\$0.00
<b>2016</b>	\$3,200.64	\$3,200.64	\$0.00	\$0.00	\$0.00
Total					\$0.00



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/25/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  Proper Insurance Services, LLC 14 W Patrick St, Suite 201, Frederick, MD 21701	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b> 888-631-6680	<b>FAX (A/C, No):</b> 888-331-9299
	<b>E-MAIL ADDRESS:</b> mortgageinfo@proper.insure	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	<b>INSURER A:</b> Lloyd's of London	
<b>INSURED</b>  Kathleen Magnani and Michael Hernandez 7157 Roycroft Drive Roseville, CA 95678	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>			PIV148843	06/26/2020	06/26/2021	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 0
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 1,000,000
	OTHER:						
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR						AGGREGATE \$
	<b>EXCESS LIAB</b>						
	<input type="checkbox"/> CLAIMS-MADE						
	DED <input type="checkbox"/> RETENTION \$						
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

947 Incline Way, #162, Incline Village, NV 89451

**CERTIFICATE HOLDER****CANCELLATION**

Additional Insured:  
Serenade Services, LLC  
PO Box 4434  
Incline Village, NV 89450

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

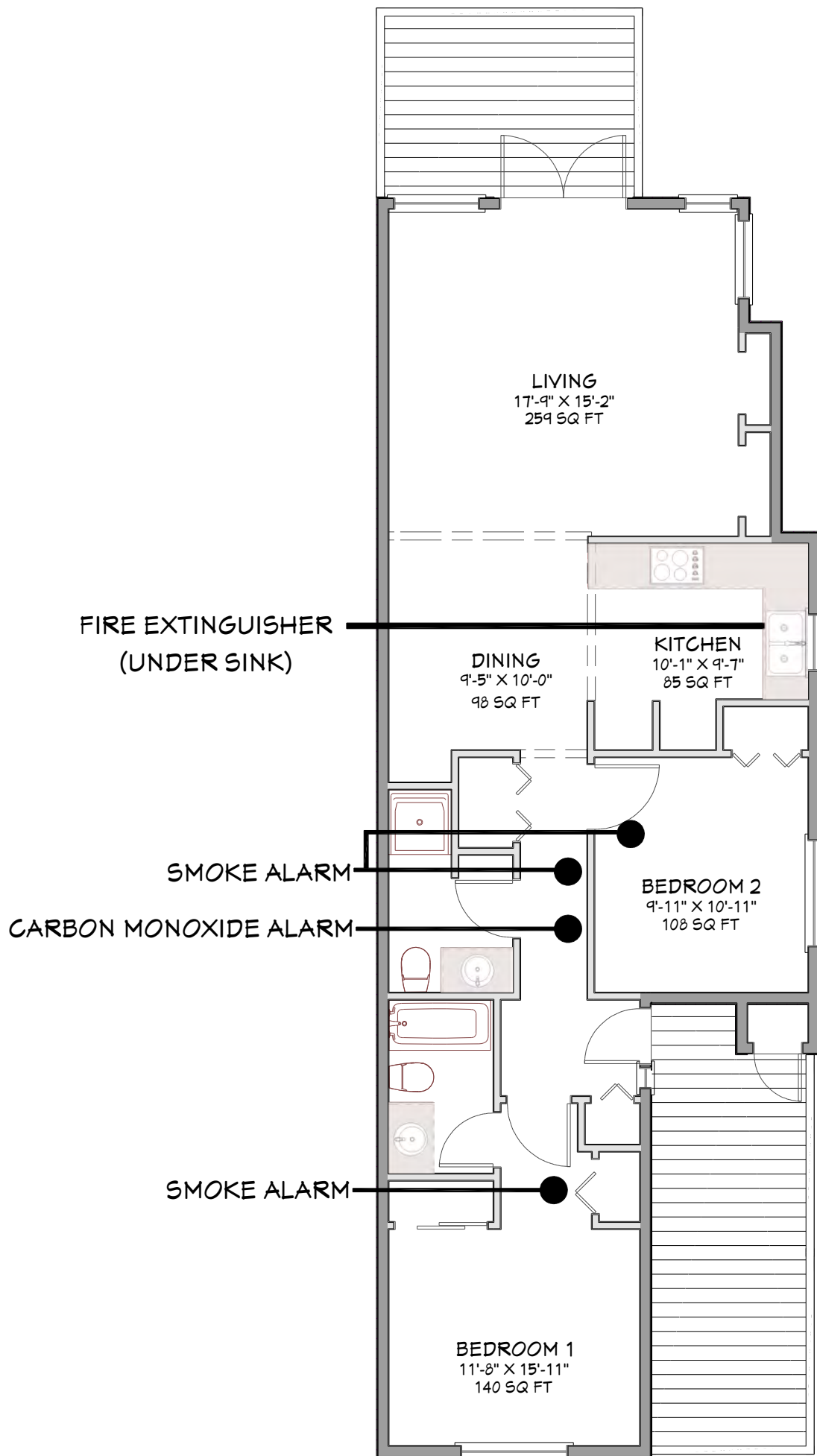
AUTHORIZED REPRESENTATIVE

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ACORD 25 (2014/01)

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**WSTR21-0006  
EXHIBIT H**





March 31, 2021



## *MCCLOUD CONDOMINIUM ASSOCIATION NEWSLETTER*

**From Your HOA Board President**

**Steven Price**

We have had a very light winter (154 inches which is nearly fifty inches short of normal.) This means we now enter a second year of a potential drought. That's the bad news. The good news is that we saved money on snow removal.

A few items need to be addressed again:

- Unit modification forms - For the safety of all home owners, please follow the Architectural Committee rules when planning to make modifications to your unit
- Association newsletters - Please take a few minutes to read the quarterly newsletter. It contains valuable information about our association.
- Meeting minutes - HOA information is readily available in meeting minutes. Minutes are posted to the Integrity Property Management website at [www.integrityattahoe.com](http://www.integrityattahoe.com) Username: McCloud, Password: mchoa2020
- Rules and regulations - Each owner received a set of documents that include McCloud Bylaws, CC&R's and the Board approved Rules and Regulations when they purchased their unit. Please take the time to review all these documents before lodging a complaint. If necessary Integrity and the Board will respond in writing to concerns. However, that takes time and has administrative costs which are borne by the Association.
- Annual financial reports - HOA financial information can also be found on the Integrity Property management website
- Owner Responsibility - Owners not their management companies bear responsibility for their renter's actions and needs.
- Parking and Garage usage - Our Rules and Regulations state that garage doors should be kept closed at all times except when entering and exiting the garage. We continue to have Short Term Renters who arrive with two or more cars. More than two cars parked in the HOA is a violation of our rules and those of the County. One car should be parked in the garage and the other may park in the parking lot and must display a current McCloud Parking Pass.

Your Board looks forward to seeing you this summer. Please read Darcie's Management letter for information on summer projects!

### Inside this issue:

President's Message	1
Local Issues	2
Managers Message	3

### Contact Information

Integrity Property  
Management:  
896 Southwood Blvd  
Suite # 5  
Incline Village, NV 89451  
[www.integrityattahoe.com](http://www.integrityattahoe.com)

### Board Of Directors

Steve Price - President  
John Hill - Vice- President  
Edward Aurand—Treasurer  
Karen Higgins - Secretary  
Frank Sirafoojad -  
Director  
Jay Allen - Director



From: [Kathy Magnani](#)  
To: [Olander, Julee](#)  
Subject: Re: WSTR000045-APP-2021  
Date: Wednesday, May 26, 2021 5:33:36 PM  
Attachments: [image004.png](#)  
[image003.png](#)  
[image002.png](#)  
[image001.png](#)  
[image005.png](#)

---

[**NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Julee,

I don't see a way to add the pictures of our parking passes to my original application. Is there a special way to do that, or should I just include the picture here?



Sincerely,

Kathy Magnani

-----Original Message-----

From: Olander, Julee <JOlander@washoecounty.us>  
To: mtn2ocean@aol.com <mtn2ocean@aol.com>; stacisails@gmail.com <stacisails@gmail.com>  
Sent: Tue, May 25, 2021 5:24 pm  
Subject: RE: WSTR000045-APP-2021

You also need to provide copies of the parking permit.



**Please tell us how we did by taking a quick [survey](#)**

**Julee Olander**

**Planner|Community Services Department- Planning & Building Division**

[jolander@washoecounty.us](mailto:jolander@washoecounty.us) | Office: 775.328.3627

1001 E. Ninth St., Bldg A., Reno, NV 89512

Visit us first online: [www.washoecounty.us/csd](http://www.washoecounty.us/csd)

For Planning call (775) 328-6100

Email: [Planning@washoecounty.us](mailto:Planning@washoecounty.us)



Connect with us: [cMail](#) | [Twitter](#) | [Facebook](#) | [www.washoecounty.us](#)

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**From:** Olander, Julee  
**Sent:** Tuesday, May 25, 2021 3:02 PM  
**To:** mtn2ocean@aol.com; stacisails@gmail.com  
**Subject:** WSTR000045-APP-2021

Hello -

Washoe County Planning staff has completed the review of your recent STR permit application at XXXXX, Incline Village (APN: XXX-XXX-XX). The application has been deemed to be complete and your fees have been invoiced. In order to schedule the required inspections, you will need to pay the permit fees at [www.onenv.us](#).

Thank you,



**Please tell us how we did by taking a quick [survey](#)**

**Julee Olander**

Planner|Community Services Department- Planning & Building Division

[jolander@washoecounty.us](mailto:jolander@washoecounty.us) Office: 775.328.3627

1001 E. Ninth St., Bldg A., Reno, NV 89512

Visit us first online: [www.washoecounty.us/csd](#)

For Planning call (775) 328-6100

Email: [Planning@washoecounty.us](mailto:Planning@washoecounty.us)



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# STR Property Information

**STR Property Address:** 947 Incline Way #162

**Maximum Occupancy:** 4

(Note: No distinction is made based on the age of the occupant. Daytime and nighttime occupancy limits are the same.)

**Fire Extinguisher Location:**

See Floor Plan next page

(required: 1 per floor)

**Emergency Exit Locations:**

See Floor Plan next page

## STR Local Responsible Party Contact





(Available 24/7 to contact for any concerns or complaints)

**First and Last Name:** Staci Stevenson

**Phone Number (text-capable):** (805) 341- 2300

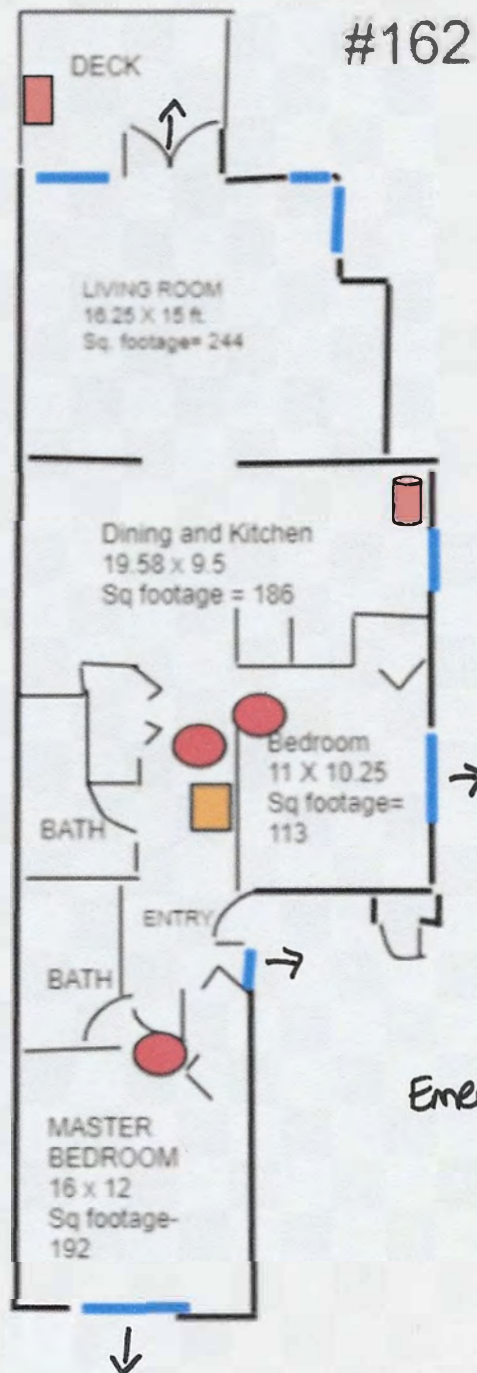
**Email Address:** stacisails@gmail.com

**In the event of an emergency, please dial 9-1-1**

-  WINDOW
-  Fire Extinguisher
-  SMOKE DETECTOR
-  CO DETECTOR

947 Incline Way  
#162

Square Footage:  
Living room: 244  
Dining/Kitchen: 186  
Master: 192  
Guest Bed: 113  
**TOTAL: 735 (habitable)**



Emergency Exits →

# Helpful Phone Numbers

In the event of an emergency, please dial 9-1-1

Washoe County Sheriff's Office  
775.832.4107

North Lake Tahoe Fire Protection District  
775.831.0351  
HELPFUL  
Washoe County Emergency Management  
775.337.5898

Incline Village General Improvement District  
775.832.1100

American Red Cross (Reno Office)  
775.856.1000

Washoe County – Community Services Department, Planning and Building Division  
775.832.6100      Email: [STR@washoecounty.us](mailto:STR@washoecounty.us)

Washoe County – Complaint Hotline: (775) 277-6701

**Additional Phone Numbers:**

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# Fire / Life Safety Information

This property allows smoking:

☐ YES

☒ NO

If yes, smoking is allowed in these designated areas:

---

Cigarette butts and ashes can be disposed of in these designated areas:

---

This property provides access to a fire pit and / or BBQ:

☒ YES

☐ NO

Note: Outdoor wood-burning solid-fuel fireplaces or solid-fuel burning fire pits are prohibited within the boundaries of the Tahoe Area.

If yes, please provide instruction:

The barbeque is on the back deck. It is propane fueled. Please make sure burners are off and propane is turned off after use.

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This property provides access to a hot tub:

☐ YES

☒ NO

If yes, please provide instruction and shut off location, and please be aware of quiet hours:

The hot tub is managed by the HOA

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Other safety information that you should be aware of:

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# Washoe County Noise (Quiet Hours)

Short-term rental quiet hours are in effect daily from 10:00 p.m. – 7:00 a.m.

Please be respectful of the surrounding neighborhood and reduce outdoor activities during this timeframe. Proven violations of the quiet hours will result in fines/penalties being levied against the property owner, who may choose to pass on such fines to you.

## Trash Standards

The following waste removal standards shall be adhered to:

- (1) Trash and other waste must be managed as prescribed by Washoe County Health District and the Incline Village General Improvement District (IVGID). Waste cart size must be sufficient to store waste for the maximum number of occupants each week.
- (2) STRs in IVGID's service territory and other bear-prone areas must utilize wildlife-resistant carts and/or bear boxes, except in multi-unit developments where HOAs require and enforce regular trash disposal.
- (3) Waste carts shall only be placed street-side during the timeframes stipulated by the local authority or waste service provider.

Trash Bin Location: in the parking lot behind the garages

Trash Pick-Up  
Day(s) and Time(s): varies

Recycling Pick-Up  
Day(s) and Time(s), if  
applicable: varies

Questions about waste pickup can be directed to Incline Village General Improvement District by calling 775.832.1100

# Parking Standards

One (1) parking space is required for every four (4) occupants.

Parking areas must be on paved surfaces (in the Tahoe Basin).

No STR parking is allowed within access easements or the public rights of way.

All parking spaces must be within property boundaries and specifically designated for parking.

In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.

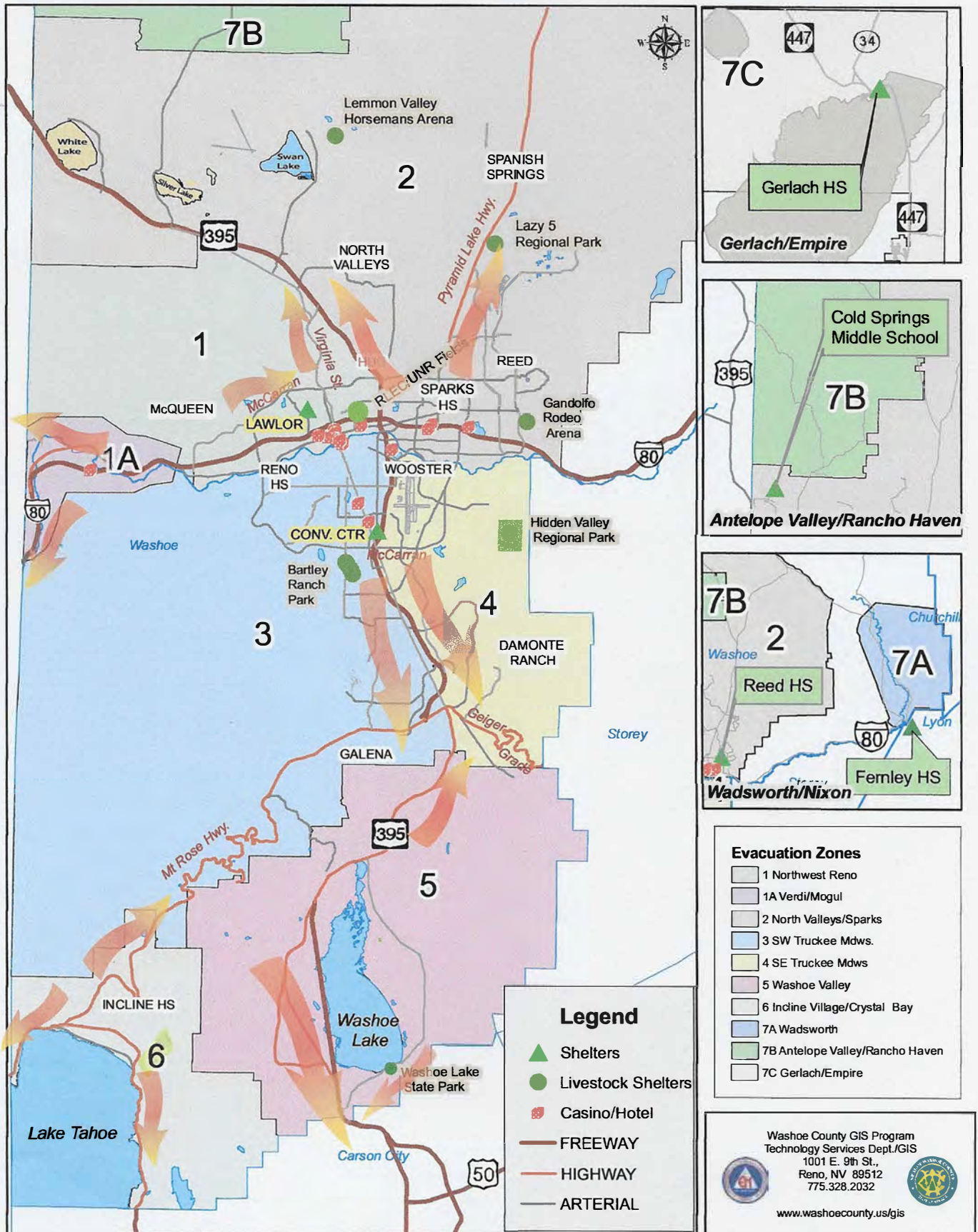
Based on maximum occupancy, this property is required to have 1 parking spots.

Designated parking spots are indicated on the site map (see next page):





# Regional Evacuation & Shelter Plan



For purposes of evacuation and shelter planning, Washoe County is divided into several sectors. The attached map depicts general evacuation directions and preplanned shelters. However, when a crisis occurs, local public safety personnel will identify official shelters and routes based on the current situation.

**Sector 1**  
..... North of the Truckee River, and west of US 395. The two primary shelters are McQueen and Hug High Schools. The primary large animal shelter areas are the UNR Fields and the Livestock Events Center. Lawlor Events Center is designated as a potential large-scale shelter. Evacuation routes lead away from the river and downtown areas north generally along McCarran and Virginia/US 395.

**Sector 1A**  
..... Verdi/Mogul area. Residents of this area will use Sector 1 shelters/routes. If passage to Sector 1 is blocked, options included movement to Truckee, California; or temporary refuge on high ground in the Dog Valley area.

**Sector 2**  
..... North of the Truckee River, and east of US 395. The primary shelters are North Valleys, Spanish Springs, Reed, and Sparks High Schools. The primary large animal shelter areas are Lazy 5 Regional Park, Lemmon Valley Horseman's Arena, and Gandolfo Rodeo Arena. Evacuation routes lead away from the river and downtown Sparks north generally along US 395 and Pyramid Lake Highway.

**Sector 3**  
..... South of the Truckee River, and west of US 395. The primary shelters are Reno, and Wooster High Schools. The primary large animal shelter is Bartley Ranch Regional Park. The Convention Center is designated as a potential large-scale shelter. Evacuation routes in this region lead away from the river and downtown area south generally along Virginia/US 395.

**Sector 4**  
..... South of the Truckee River, and east of US 395. The primary shelter is Damonte High School. The primary large animal shelter is Hidden Valley Regional Park. Evacuation routes in this region will proceed south generally along Virginia/US 395.

**Sector 5**  
..... Washoe Lake area. Residents in this area will proceed either north into Sectors 3 or 4; or if that direction is unsafe, south towards Carson City. Potential shelters include Galena or Damonte Ranch High Schools, or Carson City High School in neighboring Carson City County. The primary large animal shelter is Washoe Lake State Park.

**Sector 6**  
..... Incline Village/Crystal Bay. The primary Shelter is the Incline Village High School. Additional shelter areas are the Community Center and Ski Beach. Evacuations routes are HWY 431, or SR 28 towards either Kings Beach or South Lake Tahoe.

**Sector 7A**  
..... Wadsworth/Nixon area. It includes the Tribal Nation of the Pyramid Lake Paiute Tribe. If residents have to leave this area, potential shelter sites include Reed High School in Sparks, or Fernley High School in neighboring Lyon County.

**Sector 7B**  
..... Antelope Valley/Rancho Haven area. The Cold Springs Middle School is a designated shelter for this sector.

**Sector 7C**  
..... Gerlach/Empire area. The Gerlach High School is a designated shelter for this sector.



Since no single method of communication is failsafe, regional public safety officials use a combination of 5 methods to keep the public informed during an emergency.

- 1- Local government Public Information Officers (PIO) gather key information from first responders and elected officials and produce press releases that are then broadcast by local media outlets.
- 2- Emergency Managers can initiate the Emergency Alert System (EAS). This system interrupts local radio and television broadcasts with emergency alerts and instructions to the public.
- 3- Public Safety Officials can directly broadcast messages over the government cable channels (channels 13, 15 & 17) from the Regional Emergency Operations Center (REOC).
- 4- First Responders and credentialed volunteers can go door-to-door alerting citizens of impending hazards.
- 5- The City Watch system can be used to automatically telephone residents and relay emergency information.

The City Watch Notification System is a computer system that calls telephones in a particular geographic area, and plays a recorded message. However, there are two issues to consider- availability of electric utility power, and ability of the system to contact a particular type of telephone.

In an emergency, the electric utility power may fail at any time. This means that any telephone which relies on electric utility power to function will not work.

The City Watch system can only contact hardwired telephones (so-called "wireline" or "PSTN" phones) which are serviced by SBC, ATT, or another local telephone company. You can, however, enter your cell phone number into the database on the following web site: [www.ReadyWashoe.com](http://www.ReadyWashoe.com) Click on the "regional notification" tab, and follow the instructions to enter your telephone number of choice.

Again, there is no guarantee that every citizen can be contacted, but with these 5 methods regional officials can quickly notify large sections of the local population.

#### *The EAS Local Primary Stations*

In an emergency tune to:      KKOH 780 AM  
                                         KUNR 88.9 FM



# LIFE-SAVING TIPS FOR **STAYING SAFE!**

If you own a rental property, keep your tenants informed by making sure they have access to and know how to use all fire safety equipment. Show your tenants where the escape routes are and ensure they are aware of proper fire safety protocol.

IN YOUR HOME OR RENTAL PROPERTY



**HAVE ACCESSIBLE FIRE EXTINGUISHERS**



**INSTALL WORKING SMOKE DETECTORS ON EVERY FLOOR**



**CHECK ELECTRICAL EQUIPMENT**



**INSPECT HEATING DEVICES**



**MAP OUT ESCAPE ROUTES**



**USE YOUR KNOX BOX**

**Make sure a fire extinguisher is accessible** from all rooms in your home, especially in the kitchen — about half of residential fires are cooking related! It's ideal to have a fire extinguisher on every floor of your property so fires can be tamed as soon as possible.

**Make sure smoke detectors are properly installed and functional** on all floors of your property with fully charged batteries. They should be placed outside of each sleeping area and inside every bedroom. Check to see if smoke alarms are working at least once a month.

Look for frayed wires, surge marks in wire, and damaged cords. **If you see any exposed wires, unplug the electronic and replace it immediately.** Also, keep all cords away from furniture and rugs. Running cords under rugs is hazardous.

**Clean wood stoves and chimneys annually, use a fireplace screen, and service your hot water heater or furnace regularly.** And give your space heater some room to breathe by keeping it clear of walls, drapes, and bedding.

**Make sure you provide multiple ways to get out of the property.** It's especially important to have two escape routes for each sleeping area including operable windows and doors.

Used by over 13,000 fire departments nationwide, a Knox Box protects your property from forced entry damage during fire emergencies. It's easy! **Order a Knox Box and have it installed on the outside of your property with your home key inside.** Only the fire department can access the Knox Box during an emergency.

## STAY SAFE! STAY INFORMED!

Incline Village Board of REALTORS®, Nevada REALTORS®, and North Lake Tahoe Fire Protect District Encourage You To Practice Fire Safety





## Best Strategies for Trash Storage:

### Keep your trash in an animal-resistant Garbage Can Enclosure (GCE).

The photos below are examples only.  
IVGID does not recommend any particular manufacturer.



Tahoe Bear Box Co. / Bear Saver  
(530) 546-3154 / [www.bearbox.org](http://www.bearbox.org)

Carson Valley Welding / No Bear Can  
(775) 884-9353

Baker Bear Bins / (530) 587-1374

The Bear Guard Co. / (530) 581-2211  
[www.bearguardinfo.com](http://www.bearguardinfo.com)

Brown Bear (530) 587-2895

Online only:  
A variety of poly-cans and carts  
[www.bearicuda.com](http://www.bearicuda.com)



Or - Keep your trash in an  
< animal-resistant cart.

Animal Resistant Poly Carts available:  
Call IVGID Waste Not (775) 832-1284.

### Less Effective Other Options:

Keep your trash contained in a lockable building — then put it out on the morning of pick-up, after 5 am. However, be advised, bears have broken into buildings for trash in our community. If you are not here on service day, you can drop off 2 bags of garbage plus recycling, for free, 7 days a week at the Incline Transfer Station at 1200 Sweetwater Rd. (M-F: 8am-4:30pm, Weekends: 8am-4pm) (775) 833-6251.

## Animal-Resistant Dumpsters:

All dumpsters in Incline Village & Crystal Bay are animal-resistant. They have a metal lid and a locking system which should be kept secured at all times.

**The photo below is an illustration of how a dumpster should look when properly locked.**

To report a non-locking dumpster, please call the Waste Not Hotline at (775) 832-1284.

### LOCK THE DUMPSTER — every time!

Dumpsters should be **LOCKED** with the **CARBINER (or) PADLOCK** placed **THROUGH THE HASP & HINGE** with **NO GAP!**



### In an Emergency: call 911.

#### For more information:

IVGID Waste Not Conservation Programs  
(775) 832-1284 / [www.ivgid.org](http://www.ivgid.org)  
[www.stashyourtrash.org](http://www.stashyourtrash.org)

Wildlife Related Trash Complaints (24 hours a day)  
in Incline Village/C. Bay: (775) 832-1221

IVGID Bear Sighting web report link  
[www.ivgid.org/news\\_events](http://www.ivgid.org/news_events)

#### BEAR League

[www.savebears.org](http://www.savebears.org) / (530) 525-PAWS  
NDOW (Nevada Department of Wildlife)  
[www.ndow.org](http://www.ndow.org)



Printed on  
recycled paper.  
Photos courtesy:  
Mark Smith  
IVGID Waste Not  
GCE manufacturers



# Are YOU Bear Aware?

**Their Lives Depend On It!**



*This is an informational guide published for educational purposes. IVGID assumes no responsibility or liability for persons or property related to the information presented.*

**WSTR21-0006  
EXHIBIT H**



## Living with Bears

Black bears are native to Lake Tahoe and the Sierras. You may encounter a bear (even in town) because some bears have lost their fear of humans; they have become habituated to human presence, human food and garbage. Black bears are wild animals, but if you take precautions, your chances of being injured are extremely low. Black bears are out looking for food, they do not commonly attack people.

**FEEDING BEARS (OR ANY WILDLIFE) CREATES A DANGEROUS SITUATION, INCREASES THE POTENTIAL FOR PROPERTY DAMAGE AND ENSURES THE DEATH OF THE ANIMAL!**



*The bear pictured (above and on the cover) was killed in Incline Village in July 2011, for being food habituated and not being afraid of humans.*

Bears are opportunistic omnivores, which means they will eat almost anything they can find. Unlike the bears' natural food sources, garbage is a dense, high-energy food source that is regularly replenished and available year-round. When bears are not encouraged to hibernate by dwindling natural food sources, they will stay active throughout the winter.

*In general, bears are not relocated once they become human habituated. Bears are euthanized for accessing trash, damaging property or because they no longer fear people.*

## A Fed Bear is a Dead Bear

### NEVER FEED A BEAR!

**Human-habituated bears are more likely to cause property damage and be killed. Here are some guidelines that will help keep the people and the bears of North Lake Tahoe safe:**



**Dispose of waste in bear-resistant containers. Put your trash out after 5 am the day of service, never before. Rinse all food related recyclables.**



**Never leave food, food wrappers, drink cups or garbage in vehicles.**



**Always feed your pets indoors.**



**Clean the barbecue after each use.**



**Eliminate the bird feeders.**

**Bears are very attracted to the high calorie seeds. No matter how you hang the feeder, bears will climb anything.**



**Never approach, feed or attempt to touch bears or other wildlife.**



**Keep home and garage doors closed, except for immediate use. A bear walking into an open garage, then taking food or garbage, is one of the preventable incidents often reported. Close windows and doors when cooking.**



*Bears know when it is garbage day. Unsecured trash is a major attractant to animals. IVGID fines for trash non-compliance begin at \$100 and increase to \$1000 per incident. Invest in a wildlife-resistant container, instead. Plus, you won't have to rush the garbage to the curb in the morning. See other side for options.*

## If You Encounter A Bear

### IN YOUR YARD OR NEIGHBORHOOD:

Make your home attractant-free. If there is nothing to eat, the bear will most likely wander off. If you see a bear in your yard or neighborhood; do not run, this may stimulate the instinct to chase. Walk away slowly, but let the bear know this is YOUR territory and it doesn't belong there. Make noise, yell at the bear, bang pots and pans, throw small rocks. Make the bear think you are a bigger bear than it is! Don't be afraid or act submissive. Never block the bear's exit route. Do not get in between a mother bear and cubs.

### IN THE WOODS:

This is the bear's territory to share. Again, don't run and don't block the bear's path. Let the bear know you are there. Make eye contact but don't stare. Pick up small children who may run, and keep them calm. Appreciate the experience and move on with respect and self confidence.



**WSTR21-0006  
EXHIBIT H**



**WASHOE COUNTY**  
**Planning & Building Division**  
**SHORT TERM RENTALS PERMIT**  
WEBSITE: [www.washoecounty.us/str](http://www.washoecounty.us/str)

1001 E. Ninth Street  
Reno, NV 89520-0027

(775) 328-6100

**Permit No:** WSTR21-0006

**Permit Type:** Short Term Rentals

**Applied:** 06/16/2021

**Planning Permit Number (if applicable):**

**Issued:** 06/16/2021

**Expire:** 06/16/2022

**Address:** 947 INCLINE WAY 162  
INCLINE VILLAGE, NV, 89451

**Parcel No:** 127-073-01

**Home Square Footage:** 672

**MAXIMUM  
OCCUPANCY:** 3

**Number of Bedrooms:** 2

**OWNER:** MAGNANI FAMILY TRUST, KATHLEEN  
7157 ROYCRAFT DR  
ROSEVILLE CA 95678

**Phone:**

**Email:**

**LOCAL RESPONSIBLE  
PARTY:** Magnani, Kathleen  
7157 Roycroft Dr.  
Roseville, CA 95678

**Mobile:** (916) 952-9354  
(Must be text)

**Email:** mtn2ocean@aol.com

**AUTHORIZED** Stevenson, Staci

**Mobile:** (805) 341-2300

(Must be text)

**AGENT:**

**Office Phone:**

(Only if Applicable) 15805 Fawn Lane  
Reno, NV 89511

**Email:** stacisails@gmail.com

Permission is hereby granted to advertize and operate the short term rentals described in this application, in accordance with the Rules, Regulations and Ordinances of the County of Washoe, along with the plans and application filed herewith.

**Initial disclosures below or on the next page.**

**IMPORTANT TIME DEADLINES:**

I UNDERSTAND THAT FINAL INSPECTION OR RENEWAL OF THIS PERMIT MUST BE MADE PRIOR TO THE EXPIRATION DATE OR NEW PLANS MUST BE SUBMITTED AND PERMIT FEES PAID PRIOR TO FINAL INSPECTION. PERMITS EXPIRE 12 MONTHS FROM THE DATE OF ISSUE, WITH NO GRACE PERIOD. IF THE DATE OF EXPIRATION FALLS ON A WEEKEND OR HOLIDAY, THE PERMIT MUST BE RENEWED ON THE LAST BUSINESS DAY PRIOR TO THE EXPIRATION. I UNDERSTAND THIS IS THE ONLY NOTICE I WILL RECEIVE FOR RENEWAL OF THE PERMIT AND KEEPING THE PERMIT RENEWED AND IN A VALID STATUS IS MY RESPONSIBILITY.

**DISCLAIMERS: INDEMNIFICATION: ACKNOWLEDGMENTS BY PERMITTEE:**

I UNDERSTAND THAT THE INSPECTIONS PROVIDED BY WASHOE COUNTY ARE LIMITED TO VERIFYING COMPLIANCE WITH STR ORDINANCE, on 11.319.

I HEREBY AGREE TO DEFEND AND TO SAVE, INDEMNIFY AND KEEP HARMLESS THE COUNTY OF WASHOE AND ITS OFFICERS, EMPLOYEES AND AGENTS AGAINST ALL LIABILITIES, JUDGEMENTS, COSTS AND EXPENSES WHICH MAY ACCRUE AGAINST THE COUNTY IN CONSEQUENCE OF GRANTING OF THIS PERMIT, IN CONSEQUENCE OF THE COUNTY'S OWN NEGLIGENCE OR ITS OTHERS ACTS OR OMISSIONS WITH RESPECT TO THIS PERMIT, OR IN CONSEQUENCE OF THE USE OR OCCUPANCY, OR OTHERWISE BY VIRTUE THEREOF, AND WILL IN ALL THINGS STRICTLY COMPLY WITH THE CONDITIONS OF THIS PERMIT AND PROVISIONS OF THE RULES, REGULATIONS AND ORDINANCE OF THE COUNTY OF WASHOE.

BY INITIALIZING THIS SECTION, YOU GRANT PERMISSION OF ENTRY TO THE STRUCTURE PERMITTED BY THIS PERMIT AND AUTHORIZE WASHOE COUNTY INSPECTORS TO ACCESS THE PROPERTY AT REASONABLE TIMES PROVIDED THAT CREDENTIALS BE PRESENTED TO THE OCCUPANT AND ENTRY REQUESTED FOR THE PURPOSES OF CONDUCTING REQUIRED INSPECTIONS ASSOCIATED WITH THIS PERMIT AND ENFORCE THE PROVISIONS OF WASHOE COUNTY CODE.



# Washoe County Short Term Rentals (STR) Application

Your entire application is a public record.

SHORT TERM RENTAL INFORMATION (* = required)	
See STR Permit Guide	
*STR Address: 947 Incline Way	
*Unit # (If Applicable): 162	*Assessor Parcel Number (APN): 12707301
*Square Footage of Dwelling: 690 (Habitable space only- see STR Permit Application Guide)	
*Maximum Number of Occupants: originally 3	
Transient Lodging Tax (TLT) Number: W-4729 (partial home rental as exempt, see STR Permit Guide)	
*# of Paved Parking Spaces: 2	# of Unpaved Parking Spaces: 0
Applicant Information (attach additional sheets if necessary) (* = required)	
*Property Owner:	Property Manager, if applicable:
*Name: Kathleen Magnani	Name: June Joseph
*Address: 7157 Roycroft Dr, Roseville CA	Address: 862 S. Dyer Circle, Incline Village
*Zip: 95678	Zip: 89450
Phone: (916) 952-9354 Fax:	Phone: (775)544-9454 Fax:
*Email: mtn2ocean@aol.com	Email: juneybonit@gmail.com
*Cell: (916)952-9354 Other:	Cell: (775)544-9454 Other:
Contact Person:	Contact Person: June
*Local Responsible Party: (available 24/7)	Other Persons to be Contacted:
*Name: June Joseph	Name:
*Address: 862 S Dyer Circle, Incline Village	Address:
*Zip: 89450	Zip:
*Phone: (775)544-9454 Fax:	Phone: Fax:
*Email: juneybonit@gmail.com	Email:
*Cell: (775)544-9454 Other:	Cell: Other:
Phone must be text enabled	Contact Person:
For Office Use Only	
Date Received: Initial:	Master Plan Designation(s):
County Commission District:	Regulatory Zoning(s):
Planning Area:	Tier:

**Short Term Rentals Annual Renewal Application**  
**Owner Affidavit with Self-Certification of Inspections**

I, Kathleen Magrari as the owner of this Short-Term Rental, understand and agree to the following ordinance standards and requirements:

- (1) An STR permit is deemed a privileged permit subject to revocation without action by the Board of County Commissioners (BCC) for non-payment of fees or noncompliance with required standards, including the revocation standards within Section 110.319.40.
- (2) An STR permit must be renewed and issued annually in order to advertise or operate. Property owners should be aware that standards are subject to change over time and there is no guarantee that an STR permit will be re-issued.
- (3) An STR permit does not relieve the property owner of complying with any applicable private restrictions on the property such as CC&Rs or homeowners association rules.
- (4) Per Section 110.319.35, physical inspections must be passed prior to issuance of the initial STR permit. Thereafter, a self-certification checklist may be provided for annual renewals provided in lieu of a physical inspection, for a period not to exceed three years/renewals, if all of the following conditions are met and to which the STR Property owner hereby attests to: (1) No confirmed STR violations have occurred on the property within the last 12 months; (2) The STR permit has remained active since the last required physical inspection; and, (3) The property owner provides a signed and notarized self-certification checklist attesting that the property meets the safety standards identified in article 110.319. The cost of these inspections and any necessary associated improvements will be borne by the property owner. It is the responsibility of the property owner to provide sufficient evidence that the applicable standards have been met.
- (5) Owner has obtained an appropriate Certificate of Insurance for the STR property that provides a minimum of \$500,000 liability coverage per occurrence.
- (6) The property owner has reviewed article 319 and other codes referenced within this article, understands the requirements and agrees to abide by them.
- (7) The property owner is responsible for each occupant's compliance with the Washoe County Code while they are on the property, including but not limited to the standards within this article.
- (8) There are no delinquent transient lodging tax liabilities or liens against the property.
- (9) No alterations will be made to the STR premises without the proper approvals and permits, nor alterations that violate Washoe County adopted codes and ordinances.
- (10) A valid STR permit shall be obtained from Washoe County prior to advertising and operation.

- (11) STR permits must be renewed and issued annually in order to advertise or operate. Previous issuance of an STR permit does not guarantee that a subsequent permit will be issued.
- (12) Every STR is required to have a designated agent or property manager functioning as a local responsible party who is available 24 hours a day, seven days a week to respond via text message or phone to complaints/issues related to the STR within 30 minutes of contact by Washoe County staff or its designated representatives. The local responsible party must also be based in a location where they can physically arrive at the STR within one hour (not including reasonable delays due to traffic or weather) of the initial response. This requirement is intended to address complaints based on violations of this section or Section 110.319.20 and should not be interpreted for any other purpose. The STR property owner shall provide a single phone number (text-capable) and email address with which the local responsible party can be reached 24/7.
- (13) No events, parties, or weddings (regardless of payment or familial association), are allowed or may be advertised. A party is defined as any gathering in excess of the approved on-site maximum occupancy associated with the STR permit.
- (14) Applications for an STR permit may be initiated by the property owner or authorized agent of the property owner. However, the permittee must be the property owner(s) of the STR property.
- (15) Only one STR will be permitted per parcel, with the exception that a second STR may be allowed if established within a legally permitted attached or detached accessory dwelling. The STR must be a legally permitted, permanent, habitable dwelling unit (for example, no RVs, boats, detached garages, etc. to be used as an STR).
- (16) An STR permit will only be issued for dwelling units that have already received a certificate of occupancy. STR permits do not supersede, waive or reduce any other code standards or requirements for building permits, planning permits/ applications or other requirements necessary to construct a dwelling unit.
- (17) An STR shall only be rented to one group or person at a time (ex. renting out multiple individual rooms to multiple separate groups is not permitted).
- (18) Advertising for an STR is prohibited unless a valid STR permit has been issued and is in effect at the time of advertisement. All advertisements must include the Washoe County permit number, transient lodging tax license number, maximum occupancy as allowed by the permit, number of bedrooms, number of beds (not to exceed maximum occupancy), number of parking spaces, and a note that no off-site street-parking is permitted. This information must be displayed at the top of the STR advertisement.
- (19) No signage advertising the STR is permitted on the property.
- (20) Educational material must be made available to all renters in the unit's kitchen or other common area as required by WCC 110.319.15(a)(13).
- (21) All STRs must comply with all Washoe County Short Term Rental standards per chapter 110, Article 319, other federal, state, and other applicable laws/statutes.

(22) Per WCC Chapter 25, applicable room tax must be paid to the Reno-Sparks Convention and Visitors Authority, disclosed to the renter and included in any rental agreement.

23) The property owner attests to the fact that there have been no changes to the Building, Mechanical, Electrical, Plumbing and Fire Prevention systems or otherwise that would alter the original STR Building or Fire Inspection approvals, or that would require a Permit and that the property complies with all standards and requirements in article 110.319 **and hereby self-certifies compliance to the following life-safety checklist requirements:**

- ☒ A posted site address that consists of a minimum 6 inch tall numbers placed on a contrasting background, and is visible from the public way.
- ☒ The minimum number of off-street parking spaces as determined per ordinance (for Tahoe only).
- ☒ Access to the main entrance is free of any obstructions and that any steps, stairs, landings, handrails or guardrails are code compliant.
- NA ☐ Any occupancy greater than 10 occupants (set by plan review) requires a monitored fire alarm per NFPA 72 and approved by Fire.
- ☒ Verify the interior layout of the home matches the floor plan provided with the STR permit.
- ☒ Verify the name/label and use of each room matches the floor plan provided with the STR permit.
- ☒ The location(s) of all egress doors has not been altered.
- ☒ The dimensions of each space have not been altered.
- ☒ Minimum ceiling height complies with current code or the code in effect at the time of construction. Use the exceptions in code for sloped ceiling.
- ☒ Bedroom ceiling height must be 7'-0" min. and any other room used for sleeping purposes must also have a min. ceiling height of 7'-0" regardless of original permit (no- grand-fathering).
- ☒ Each habitable space must be provided with an approved HVAC system. No heaters as main heat.
- ☒ Proper light and ventilation.
- ☒ All electrical, mechanical, and plumbing systems are installed and maintained properly and free from any hazards.
- ☒ Glazing in hazardous areas shall be properly protected per current code.
- ☒ Every room intended for sleeping purposes shall be equipped with **"interconnected"** smoke alarms installed in accordance with IRC section 314.
- ☒ Carbon monoxide detectors and smoke detectors shall be "interconnected" (if one detector gets activated/triggered, all smoke and CO detectors must go off) alarms shall be installed in accordance with IRC 315. **Note:** Smoke and carbon monoxide alarms shall be installed per current code regardless of the age of the structure. Such devices are permitted to be installed in accordance with the exceptions to hardwiring.



- ☒ All egress passages shall be free from obstructions.
- ☒ All egress passages shall be provided with **emergency illumination capable of illuminating the path in the event of a power outage from bedrooms to main exit(s)**. Plug-in or E-bulbs with battery back-up which turn on when power goes out are acceptable.
- ☒ All sleeping areas shall contain an emergency escape and rescue opening installed in accordance with the code in effect at the time of construction.
- ☒ No temporary wiring shall be permitted.
- ☒ An approved heat source shall be installed that is capable of heating the home to a temperature of 70 degrees at a point 3 feet above the floor. No portable heaters shall be permitted.
- ☒ Sleeping rooms located in excess of 16 feet above finish grade shall be equipped with an emergency egress ladder. Ladders must be permanently affixed.
- ☒ Solid fuel burning appliances installed in bedrooms or other sleeping areas shall have oxygen depletion sensors per 2018 UMC or the currently adopted edition and have smoke and carbon monoxide alarms in accordance with Sections 314 and 315 of the 2018 IRC or the currently adopted edition.
- ☒ A placard indicating the maximum occupancy, the emergency exiting plan, as well as the contact information of the owner or his/representative shall be posted in a conspicuous location (like kitchen or living room).
- ☒ Check that "Educational Materials" packet is posted in a central location (like kitchen).
- ☒ Fire extinguishers shall be sized per NFPA 10 and placed 1 per floor min.
- ☒ Hot tubs, saunas, whirlpool tubs, and similar devices shall be installed in accordance with the 2017 NEC or applicable code.
- ☒ All exterior elements shall be maintained in a safe working order and shall be free from hazards.
- ☒ Any exterior recreational fire or fire pit fueled by natural gas or propane shall not operate unless permitted by the local fire district.
- ☒ Outdoor wood-burning solid-fuel fireplaces or solid-fuel burning fire pits are prohibited within the boundaries of the Tahoe Area Plan. Within the rest of unincorporated Washoe County, these require a permit from the Truckee Meadows Fire Protection District.

i. Kathleen Magran  
Please print Owner\* 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.



California  
STATE OF NEVADA )  
COUNTY OF WASHOE )  
Placer

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

Assessor Parcel Number(s): 12707301

Printed Name Kathleen Magari

Signed Kathleen Magari

Address 947 Incline Way #162  
Incline Village, NV 89451

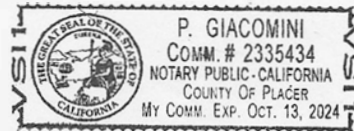
Subscribed and sworn to before me this

26 day of May, 2022.

(Notary Stamp)

P. Giacomini California / Placer  
Notary Public in and for said county and state

My commission expires: OCT. 13, 2024



\*Owner refers to the following: (Please mark appropriate box.)

- ☒ Owner
- ☐ Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- ☐ Power 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

END



**WASHOE COUNTY**  
**Planning & Building Division**  
**SHORT TERM RENTALS PERMIT**  
WEBSITE: [www.washoecounty.us/str](http://www.washoecounty.us/str)

1001 E. Ninth Street  
Reno, NV 89520-0027

(775) 328-6100

**Permit No:** WSTR21-0006

**Permit Type:** Short Term Rentals

**Applied:** 06/16/2021

**Planning Permit Number (if applicable):**

**Issued:** 06/16/2021

**Expire:** 06/16/2022

**Address:** 947 INCLINE WAY 162  
INCLINE VILLAGE, NV, 89451

**Parcel No:** 127-073-01

**Home Square Footage:** 424

**MAXIMUM  
OCCUPANCY:** 6

**Number of Bedrooms:** 2

**OWNER:** MAGNANI FAMILY TRUST, KATHLEEN  
7157 ROYCRAFT DR  
ROSEVILLE CA 95678

**Phone:**

**Email:**

**LOCAL RESPONSIBLE  
PARTY:** Joseph, June

**Mobile:** (775) 544-9454

(Must be text)

**Email:** [junebonit@gmail.com](mailto:junebonit@gmail.com)

862 S Dyer Circle  
Incline Village, NV 89450

**AUTHORIZED**

**AGENT:**

(Only if Applicable)

**Mobile:**

(Must be text)

**Office Phone:**

**Email:**

Permission is hereby granted to advertise and operate the short term rentals described in this application, in accordance with the Rules, Regulations and Ordinances of the County of Washoe, along with the plans and application filed herewith.

**Initial disclosures below or on the next page.**

**IMPORTANT TIME DEADLINES:**

I UNDERSTAND THAT FINAL INSPECTION OR RENEWAL OF THIS PERMIT MUST BE MADE PRIOR TO THE EXPIRATION DATE OR NEW PLANS MUST BE SUBMITTED AND PERMIT FEES PAID PRIOR TO FINAL INSPECTION. PERMITS EXPIRE 12 MONTHS FROM THE DATE OF ISSUE, WITH NO GRACE PERIOD. IF THE DATE OF EXPIRATION FALLS ON A WEEKEND OR HOLIDAY, THE PERMIT MUST BE RENEWED ON THE LAST BUSINESS DAY PRIOR TO THE EXPIRATION. I UNDERSTAND THIS IS THE ONLY NOTICE I WILL RECEIVE FOR RENEWAL OF THE PERMIT AND KEEPING THE PERMIT RENEWED AND IN A VALID STATUS IS MY RESPONSIBILITY.

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**Short Term Rentals Annual Renewal Application**  
**Owner Affidavit with Self-Certification of Inspections**

I, Kathleen Magrini as the owner of this Short-Term Rental, understand and agree to the following ordinance standards and requirements:

- (1) An STR permit is deemed a privileged permit subject to revocation without action by the Board of County Commissioners (BCC) for non-payment of fees or noncompliance with required standards, including the revocation standards within Section 110.319.40.
- (2) An STR permit must be renewed and issued annually in order to advertise or operate. Property owners should be aware that standards are subject to change over time and there is no guarantee that an STR permit will be re-issued.
- (3) An STR permit does not relieve the property owner of complying with any applicable private restrictions on the property such as CC&Rs or homeowners association rules.
- (4) Per Section 110.319.35, physical inspections must be passed prior to issuance of the initial STR permit. Thereafter, a self-certification checklist may be provided for annual renewals provided in lieu of a physical inspection, for a period not to exceed three years/renewals, if all of the following conditions are met and to which the STR Property owner hereby attests to: (1) No confirmed STR violations have occurred on the property within the last 12 months; (2) The STR permit has remained active since the last required physical inspection; and, (3) The property owner provides a signed and notarized self-certification checklist attesting that the property meets the safety standards identified in article 110.319. The cost of these inspections and any necessary associated improvements will be borne by the property owner. It is the responsibility of the property owner to provide sufficient evidence that the applicable standards have been met.
- (5) Owner has obtained an appropriate Certificate of Insurance for the STR property that provides a minimum of \$500,000 liability coverage per occurrence.
- (6) The property owner has reviewed article 319 and other codes referenced within this article, understands the requirements and agrees to abide by them.
- (7) The property owner is responsible for each occupant's compliance with the Washoe County Code while they are on the property, including but not limited to the standards within this article.
- (8) There are no delinquent transient lodging tax liabilities or liens against the property.
- (9) No alterations will be made to the STR premises without the proper approvals and permits, nor alterations that violate Washoe County adopted codes and ordinances.
- (10) A valid STR permit shall be obtained from Washoe County prior to advertising and operation.

- (11) STR permits must be renewed and issued annually in order to advertise or operate. Previous issuance of an STR permit does not guarantee that a subsequent permit will be issued.
- (12) Every STR is required to have a designated agent or property manager functioning as a local responsible party who is available 24 hours a day, seven days a week to respond via text message or phone to complaints/issues related to the STR within 30 minutes of contact by Washoe County staff or its designated representatives. The local responsible party must also be based in a location where they can physically arrive at the STR within one hour (not including reasonable delays due to traffic or weather) of the initial response. This requirement is intended to address complaints based on violations of this section or Section 110.319.20 and should not be interpreted for any other purpose. The STR property owner shall provide a single phone number (text-capable) and email address with which the local responsible party can be reached 24/7.
- (13) No events, parties, or weddings (regardless of payment or familial association), are allowed or may be advertised. A party is defined as any gathering in excess of the approved on-site maximum occupancy associated with the STR permit.
- (14) Applications for an STR permit may be initiated by the property owner or authorized agent of the property owner. However, the permittee must be the property owner(s) of the STR property.
- (15) Only one STR will be permitted per parcel, with the exception that a second STR may be allowed if established within a legally permitted attached or detached accessory dwelling. The STR must be a legally permitted, permanent, habitable dwelling unit (for example, no RVs, boats, detached garages, etc. to be used as an STR).
- (16) An STR permit will only be issued for dwelling units that have already received a certificate of occupancy. STR permits do not supersede, waive or reduce any other code standards or requirements for building permits, planning permits/ applications or other requirements necessary to construct a dwelling unit.
- (17) An STR shall only be rented to one group or person at a time (ex. renting out multiple individual rooms to multiple separate groups is not permitted).
- (18) Advertising for an STR is prohibited unless a valid STR permit has been issued and is in effect at the time of advertisement. All advertisements must include the Washoe County permit number, transient lodging tax license number, maximum occupancy as allowed by the permit, number of bedrooms, number of beds (not to exceed maximum occupancy), number of parking spaces, and a note that no off-site street-parking is permitted. This information must be displayed at the top of the STR advertisement.
- (19) No signage advertising the STR is permitted on the property.
- (20) Educational material must be made available to all renters in the unit's kitchen or other common area as required by WCC 110.319.15(a)(13).
- (21) All STRs must comply with all Washoe County Short Term Rental standards per chapter 110, Article 319, other federal, state, and other applicable laws/statutes.



(22) Per WCC Chapter 25, applicable room tax must be paid to the Reno-Sparks Convention and Visitors Authority, disclosed to the renter and included in any rental agreement.

23) The property owner attests to the fact that there have been no changes to the Building, Mechanical, Electrical, Plumbing and Fire Prevention systems or otherwise that would alter the original STR Building or Fire Inspection approvals, or that would require a Permit and that the property complies with all standards and requirements in article 110.319 **and hereby self-certifies compliance to the following life-safety checklist requirements:**

☒ A posted site address that consists of a minimum 6 inch tall numbers placed on a contrasting background, and is visible from the public way.

☒ The minimum number of off-street parking spaces as determined per ordinance (for Tahoe only).

☒ Access to the main entrance is free of any obstructions and that any steps, stairs, landings, handrails or guardrails are code compliant.

NA ☐ Any occupancy greater than 10 occupants (set by plan review) requires a monitored fire alarm per NFPA 72 and approved by Fire.

☒ Verify the interior layout of the home matches the floor plan provided with the STR permit.

☒ Verify the name/label and use of each room matches the floor plan provided with the STR permit.

☒ The location(s) of all egress doors has not been altered.

☒ The dimensions of each space have not been altered.

☒ Minimum ceiling height complies with current code or the code in effect at the time of construction. Use the exceptions in code for sloped ceiling.

☒ Bedroom ceiling height must be 7'-0" min. and any other room used for sleeping purposes must also have a min. ceiling height of 7'-0" regardless of original permit (no- grand-fathering).

☒ Each habitable space must be provided with an approved HVAC system. No heaters as main heat.

☒ Proper light and ventilation.

☒ All electrical, mechanical, and plumbing systems are installed and maintained properly and free from any hazards.

☒ Glazing in hazardous areas shall be properly protected per current code.

☒ Every room intended for sleeping purposes shall be equipped with "**interconnected**" smoke alarms installed in accordance with IRC section 314.

☒ Carbon monoxide detectors and smoke detectors shall be "interconnected" (if one detector gets activated/triggered, all smoke and CO detectors must go off) alarms shall be installed in accordance with IRC 315. **Note:** Smoke and carbon monoxide alarms shall be installed per current code regardless of the age of the structure. Such devices are permitted to be installed in accordance with the exceptions to hardwiring.



- ☒ All egress passages shall be free from obstructions.
- ☒ All egress passages shall be provided with **emergency illumination capable of illuminating the path in the event of a power outage from bedrooms to main exit(s)**. Plug-in or E-bulbs with battery back-up which turn on when power goes out are acceptable.
- ☒ All sleeping areas shall contain an emergency escape and rescue opening installed in accordance with the code in effect at the time of construction.
- ☒ No temporary wiring shall be permitted.
- ☒ An approved heat source shall be installed that is capable of heating the home to a temperature of 70 degrees at a point 3 feet above the floor. No portable heaters shall be permitted.
- ☒ Sleeping rooms located in excess of 16 feet above finish grade shall be equipped with an emergency egress ladder. Ladders must be permanently affixed.
- ☐ Solid fuel burning appliances installed in bedrooms or other sleeping areas shall have oxygen depletion sensors per 2018 UMC or the currently adopted edition and have smoke and carbon monoxide alarms in accordance with Sections 314 and 315 of the 2018 IRC or the currently adopted edition.
- ☒ A placard indicating the maximum occupancy, the emergency exiting plan, as well as the contact information of the owner or his/representative shall be posted in a conspicuous location (like kitchen or living room).
- ☒ Check that "Educational Materials" packet is posted in a central location (like kitchen).
- ☒ Fire extinguishers shall be sized per NFPA 10 and placed 1 per floor min.
- ☒ Hot tubs, saunas, whirlpool tubs, and similar devices shall be installed in accordance with the 2017 NEC or applicable code.
- ☒ All exterior elements shall be maintained in a safe working order and shall be free from hazards.
- ☒ Any exterior recreational fire or fire pit fueled by natural gas or propane shall not operate unless permitted by the local fire district.
- ☒ Outdoor wood-burning solid-fuel fireplaces or solid-fuel burning fire pits are prohibited within the boundaries of the Tahoe Area Plan. Within the rest of unincorporated Washoe County, these require a permit from the Truckee Meadows Fire Protection District.

NA  
I, Kathleen Mignani  
Please print Owner\* 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.

California <sup>13</sup>  
STATE OF NEVADA )  
COUNTY OF WASHOE )  
Placer <sup>13</sup>

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

Assessor Parcel Number(s): \_\_\_\_\_

Printed Name Kathleen Magrari

Signed Kathleen Magrari

Address 7157 Baycroft Dr.

Roseville, CA 95678

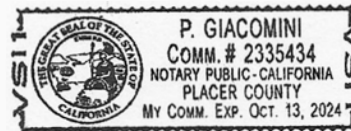
Subscribed and sworn to before me this

5 day of June, 2023.

(Notary Stamp)

P. Giacomini  
Notary Public in and for said county and state

My commission expires: Oct. 13, 2024



\*Owner refers to the following: (Please mark appropriate box.)

- ☒ Owner
- ☐ Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- ☐ Power 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

END



**WASHOE COUNTY**  
**Planning & Building Division**  
**SHORT TERM RENTALS PERMIT**  
WEBSITE: [www.washoecounty.us/str](http://www.washoecounty.us/str)

1001 E. Ninth Street  
Reno, NV 89520-0027

(775) 328-6100

**Permit No:** WSTR21-0006

**Permit Type:** Short Term Rentals

**Applied:** 06/16/2021

**Planning Permit Number (if applicable):**

**Issued:** 06/16/2021

**Expire:** 06/16/2024

**Address:** 947 INCLINE WAY 162  
INCLINE VILLAGE, NV, 89451

**Parcel No:** 127-073-01

**Home Square Footage:** 672

**MAXIMUM  
OCCUPANCY:** 6

**Number of Bedrooms:** 2

**Parking Spaces:** 2

**OWNER:** MAGNANI FAMILY TRUST, KATHLEEN  
7157 ROYCROFT DR  
ROSEVILLE, CA 95678

**Phone:**

**Email:** mtn2ocean@aol.com

**LOCAL RESPONSIBLE PARTY:** June Joseph  
862 S Dyer Circle  
Incline Village, NV 89450

**Mobile:** (775) 544-9454  
(Must be text)

**Email:** juneybonit@gmail.com

**AUTHORIZED  
AGENT:** 7157 Roycroft Drive  
(Only if Applicable) Roseville, CA 95678

**Mobile:** (916) 952-9354  
(Must be text)  
**Office Phone:**  
**Email:** mtn2ocean@aol.com

Permission is hereby granted to advertize and operate the short term rentals described in this application, in accordance with the Rules, Regulations and Ordinances of the County of Washoe, along with the plans and application filed herewith.

**Initial disclosures below or on the next page.**

**IMPORTANT TIME DEADLINES:**

I UNDERSTAND THAT FINAL INSPECTION OR RENEWAL OF THIS PERMIT MUST BE MADE PRIOR TO THE EXPIRATION DATE OR NEW PLANS MUST BE SUBMITTED AND PERMIT FEES PAID PRIOR TO FINAL INSPECTION. PERMITS EXPIRE 12 MONTHS FROM THE DATE OF ISSUE, WITH NO GRACE PERIOD. IF THE DATE OF EXPIRATION FALLS ON A WEEKEND OR HOLIDAY, THE PERMIT MUST BE RENEWED ON THE LAST BUSINESS DAY PRIOR TO THE EXPIRATION. I UNDERSTAND THIS IS THE ONLY NOTICE I WILL RECEIVE FOR RENEWAL OF THE PERMIT AND KEEPING THE PERMIT RENEWED AND IN A VALID STATUS IS MY RESPONSIBILITY.

**DISCLAIMERS: INDEMNIFICATION: ACKNOWLEDGMENTS BY PERMITTEE:**

I UNDERSTAND THAT THE INSPECTIONS PROVIDED BY WASHOE COUNTY ARE LIMITED TO VERIFYING COMPLIANCE WITH STR ORDINANCE, on 110.319.

I HEREBY AGREE TO DEFEND AND TO SAVE, INDEMNIFY AND KEEP HARMLESS THE COUNTY OF WASHOE AND ITS OFFICERS, EMPLOYEES AND AGENTS AGAINST ALL LIABILITIES, JUDGEMENTS, COSTS AND EXPENSES WHICH MAY ACCRUE AGAINST THE COUNTY IN CONSEQUENCE OF GRANTING OF THIS PERMIT, IN CONSEQUENCE OF THE COUNTY'S OWN NEGLIGENCE OR ITS OTHERS ACTS OR OMISSIONS WITH RESPECT TO THIS PERMIT, OR IN CONSEQUENCE OF THE USE OR OCCUPANCY, OR OTHERWISE BY VIRTUE THEREOF, AND WILL IN ALL THINGS STRICTLY COMPLY WITH THE CONDITIONS OF THIS PERMIT AND PROVISIONS OF THE RULES, REGULATIONS AND ORDINANCE OF THE COUNTY OF WASHOE.

BY INITIALIZING THIS SECTION, YOU GRANT PERMISSION OF ENTRY TO THE STRUCTURE PERMITTED BY THIS PERMIT AND AUTHORIZE WASHOE COUNTY INSPECTORS TO ACCESS THE PROPERTY AT REASONABLE TIMES PROVIDED THAT CREDENTIALS BE PRESENTED TO THE OCCUPANT AND ENTRY REQUESTED FOR THE PURPOSES OF CONDUCTING REQUIRED INSPECTIONS ASSOCIATED WITH THIS PERMIT AND ENFORCE THE PROVISIONS OF WASHOE COUNTY CODE.

**Short Term Rentals Annual Renewal Application**  
**Owner Affidavit with Self-Certification of Inspections**

I, Kathleen Magnani as the owner of this Short-Term Rental, understand and agree to the following ordinance standards and requirements:

- (1) An STR permit is deemed a privileged permit subject to revocation without action by the Board of County Commissioners (BCC) for non-payment of fees or noncompliance with required standards, including the revocation standards within Section 110.319.40.
- (2) An STR permit must be renewed and issued annually in order to advertise or operate. Property owners should be aware that standards are subject to change over time and there is no guarantee that an STR permit will be re-issued.
- (3) An STR permit does not relieve the property owner of complying with any applicable private restrictions on the property such as CC&Rs or homeowners association rules.
- (4) Per Section 110.319.35, physical inspections must be passed prior to issuance of the initial STR permit. Thereafter, a self-certification checklist may be provided for annual renewals provided in lieu of a physical inspection, for a period not to exceed three years/renewals, if all of the following conditions are met and to which the STR Property owner hereby attests to: (1) No confirmed STR violations have occurred on the property within the last 12 months; (2) The STR permit has remained active since the last required physical inspection; and, (3) The property owner provides a signed and notarized self-certification checklist attesting that the property meets the safety standards identified in article 110.319. The cost of these inspections and any necessary associated improvements will be borne by the property owner. It is the responsibility of the property owner to provide sufficient evidence that the applicable standards have been met.
- (5) Owner has obtained an appropriate Certificate of Insurance for the STR property that provides a minimum of \$500,000 liability coverage per occurrence.
- (6) The property owner has reviewed article 319 and other codes referenced within this article, understands the requirements and agrees to abide by them.
- (7) The property owner is responsible for each occupant's compliance with the Washoe County Code while they are on the property, including but not limited to the standards within this article.
- (8) There are no delinquent transient lodging tax liabilities or liens against the property.
- (9) No alterations will be made to the STR premises without the proper approvals and permits, nor alterations that violate Washoe County adopted codes and ordinances.
- (10) A valid STR permit shall be obtained from Washoe County prior to advertising and operation.



- (11) STR permits must be renewed and issued annually in order to advertise or operate. Previous issuance of an STR permit does not guarantee that a subsequent permit will be issued.
- (12) Every STR is required to have a designated agent or property manager functioning as a local responsible party who is available 24 hours a day, seven days a week to respond via text message or phone to complaints/issues related to the STR within 30 minutes of contact by Washoe County staff or its designated representatives. The local responsible party must also be based in a location where they can physically arrive at the STR within one hour (not including reasonable delays due to traffic or weather) of the initial response. This requirement is intended to address complaints based on violations of this section or Section 110.319.20 and should not be interpreted for any other purpose. The STR property owner shall provide a single phone number (text-capable) and email address with which the local responsible party can be reached 24/7.
- (13) No events, parties, or weddings (regardless of payment or familial association), are allowed or may be advertised. A party is defined as any gathering in excess of the approved on-site maximum occupancy associated with the STR permit.
- (14) Applications for an STR permit may be initiated by the property owner or authorized agent of the property owner. However, the permittee must be the property owner(s) of the STR property.
- (15) Only one STR will be permitted per parcel, with the exception that a second STR may be allowed if established within a legally permitted attached or detached accessory dwelling. The STR must be a legally permitted, permanent, habitable dwelling unit (for example, no RVs, boats, detached garages, etc. to be used as an STR).
- (16) An STR permit will only be issued for dwelling units that have already received a certificate of occupancy. STR permits do not supersede, waive or reduce any other code standards or requirements for building permits, planning permits/ applications or other requirements necessary to construct a dwelling unit.
- (17) An STR shall only be rented to one group or person at a time (ex. renting out multiple individual rooms to multiple separate groups is not permitted).
- (18) Advertising for an STR is prohibited unless a valid STR permit has been issued and is in effect at the time of advertisement. All advertisements must include the Washoe County permit number, transient lodging tax license number, maximum occupancy as allowed by the permit, number of bedrooms, number of beds (not to exceed maximum occupancy), number of parking spaces, and a note that no off-site street-parking is permitted. This information must be displayed at the top of the STR advertisement.
- (19) No signage advertising the STR is permitted on the property.
- (20) Educational material must be made available to all renters in the unit's kitchen or other common area as required by WCC 110.319.15(a)(13).
- (21) All STRs must comply with all Washoe County Short Term Rental standards per chapter 110, Article 319, other federal, state, and other applicable laws/statutes.



(22) Per WCC Chapter 25, applicable room tax must be paid to the Reno-Sparks Convention and Visitors Authority, disclosed to the renter and included in any rental agreement.

23) The property owner attests to the fact that there have been no changes to the Building, Mechanical, Electrical, Plumbing and Fire Prevention systems or otherwise that would alter the original STR Building or Fire Inspection approvals, or that would require a Permit and that the property complies with all standards and requirements in article 110.319 **and hereby self-certifies compliance to the following life-safety checklist requirements:**

- ☒ A posted site address that consists of a minimum 6 inch tall numbers placed on a contrasting background, and is visible from the public way.
- ☒ The minimum number of off-street parking spaces as determined per ordinance (for Tahoe only).
- ☒ Access to the main entrance is free of any obstructions and that any steps, stairs, landings, handrails or guardrails are code compliant.
- NA ☐ Any occupancy greater than 10 occupants (set by plan review) requires a monitored fire alarm per NFPA 72 and approved by Fire.
- ☒ Verify the interior layout of the home matches the floor plan provided with the STR permit.
- ☒ Verify the name/label and use of each room matches the floor plan provided with the STR permit.
- ☒ The location(s) of all egress doors has not been altered.
- ☒ The dimensions of each space have not been altered.
- ☒ Minimum ceiling height complies with current code or the code in effect at the time of construction. Use the exceptions in code for sloped ceiling.
- ☒ Bedroom ceiling height must be 7'-0" min. and any other room used for sleeping purposes must also have a min. ceiling height of 7'-0" regardless of original permit (no- grand-fathering).
- ☒ Each habitable space must be provided with an approved HVAC system. No heaters as main heat.
- ☒ Proper light and ventilation.
- ☒ All electrical, mechanical, and plumbing systems are installed and maintained properly and free from any hazards.
- ☒ Glazing in hazardous areas shall be properly protected per current code.
- ☒ Every room intended for sleeping purposes shall be equipped with "interconnected" smoke alarms installed in accordance with IRC section 314.
- ☒ Carbon monoxide detectors and smoke detectors shall be "interconnected" (if one detector gets activated/triggered, all smoke and CO detectors must go off) alarms shall be installed in accordance with IRC 315. **Note:** Smoke and carbon monoxide alarms shall be installed per current code regardless of the age of the structure. Such devices are permitted to be installed in accordance with the exceptions to hardwiring.

☒ All egress passages shall be free from obstructions.

☒ All egress passages shall be provided with **emergency illumination capable of illuminating the path in the event of a power outage from bedrooms to main exit(s)**. Plug-in or E-bulbs with battery back-up which turn on when power goes out are acceptable.

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☒ No temporary wiring shall be permitted.

☒ An approved heat source shall be installed that is capable of heating the home to a temperature of 70 degrees at a point 3 feet above the floor. No portable heaters shall be permitted.

NA ☐ Sleeping rooms located in excess of 16 feet above finish grade shall be equipped with an emergency egress ladder. Ladders must be permanently affixed.

NA ☐ Solid fuel burning appliances installed in bedrooms or other sleeping areas shall have oxygen depletion sensors per 2018 UMC or the currently adopted edition and have smoke and carbon monoxide alarms in accordance with Sections 314 and 315 of the 2018 IRC or the currently adopted edition.

☒ A placard indicating the maximum occupancy, the emergency exiting plan, as well as the contact information of the owner or his/representative shall be posted in a conspicuous location (like kitchen or living room).

☒ Check that "Educational Materials" packet is posted in a central location (like kitchen).

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☒ Hot tubs, saunas, whirlpool tubs, and similar devices shall be installed in accordance with the 2017 NEC or applicable code.

☒ All exterior elements shall be maintained in a safe working order and shall be free from hazards.

☒ Any exterior recreational fire or fire pit fueled by natural gas or propane shall not operate unless permitted by the local fire district.

NA ☐ Outdoor wood-burning solid-fuel fireplaces or solid-fuel burning fire pits are prohibited within the boundaries of the Tahoe Area Plan. Within the rest of unincorporated Washoe County, these require a permit from the Truckee Meadows Fire Protection District.

1. Kathleen Magnani  
Please print Owner\* 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.

California  
STATE OF NEVADA )  
COUNTY OF WASHOE )  
Placer

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

Assessor Parcel Number(s): 12707301

Printed Name Kathleen Magnani

Signed Kathleen Magnani

Address 947 Incline Way #1162  
Incline Village, NV 89454

Subscribed and sworn to before me this

22 day of May, 2024.

by \_\_\_\_\_

P. Giacomini  
Notary Public in and for said county and state

My commission expires: Oct 13 2024

(Notary Stamp)



\*Owner refers to the following: (Please mark appropriate box.)

- ☒ Owner
- ☐ Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- ☐ Power 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

END

## **STR Owner Affidavit and Notarized Certification**

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- (22) Owner has obtained an appropriate Certificate of Insurance for the STR property that provides a minimum of \$500,000 liability coverage per occurrence.

Owner Name: Kathleen Magnani

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.

California  
STATE OF ~~NEVADA~~ <sup>CA</sup>)  
COUNTY OF ~~WASHOE~~ <sup>Placer</sup>)

I, Kathleen Magnani  
(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 the Washoe County Planning and Building Division.

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

Assessor Parcel  
Number(s): 12707301

Printed  
Name: Kathleen Magnani

Signed: Kathleen Magnani

Address: 947 Incline Way #112, Incline Village, NV 89451

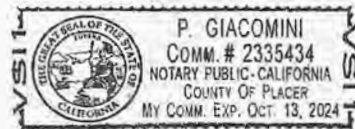
Subscribed and sworn to before me this 22 day of May, 2024.

(Notary Stamp)

Notary Public in and for said county and state

P. Giacomini

My commission expires: Oct 13 2024



**From:** [Stark, Katherine](#)  
**To:** [Stark, Katherine](#)  
**Subject:** FW: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice  
**Date:** Tuesday, July 2, 2024 12:23:56 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
**Importance:** High

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**From:** Oriol, Steven R. <[SOriol@washoecounty.gov](mailto:SOriol@washoecounty.gov)>  
**Sent:** Wednesday, May 29, 2024 10:08 AM  
**To:** Kathy Magnani <[mtn2ocean@aol.com](mailto:mtn2ocean@aol.com)>; Home2 <[mfc@comcast.net](mailto:mfc@comcast.net)>  
**Cc:** Giesinger, Chad <[CGiesinger@washoecounty.gov](mailto:CGiesinger@washoecounty.gov)>; Stark, Katherine <[KRStark@washoecounty.gov](mailto:KRStark@washoecounty.gov)>; Tavener, Andrea E. <[ATavener@washoecounty.gov](mailto:ATavener@washoecounty.gov)>; Becerra, Lisette <[LiBecerra@washoecounty.gov](mailto:LiBecerra@washoecounty.gov)>  
**Subject:** RE: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice  
**Importance:** High

Hello Kathleen,

Following a careful review of relevant Codes, discussions with supervision and accounting for my on-site documentation, I wanted to let you know that when your renewed STR permit is issued, it will be issued at the new limits of 1 vehicle (to be parked only in the assigned garage) and 4 occupants max. These same limits will apply to all STR permits within the McCloud HOA upon those permit renewals. Your listings will have to be updated to comply with the new permit limits and all other aspects of the County's STR Advertising Standards.

You will have the opportunity to appeal the change to your permit, once it is formally issued. The formal language containing the instructions for that appeal will be included in the email with your renewed permit. Should you choose to appeal the decision, you should know now that there is an appeal fee of \$835.12 and a 10-calendar-day window from the day your permit is renewed for you to fully file your appeal. Appeals are heard by the Washoe County Board of Adjustment.

Please work with the Planning staff towards the renewal of your permit. Once your permit is successfully renewed, the 10-day clock will start on your ability to appeal the changes made to your permit. If you decide to voluntarily rescind your STR permit and no longer have your property be subject to the regulations of the STR ordinance, please advise Planning staff and they can assist you with that as well.

Lastly, please remember that the County does not regulate Long-Term Rentals (rental periods of at least 28 consecutive days). If you choose to rent your property exclusively as a Long-Term Rental, the STR ordinance would not apply to your property.

Regards,



**Steve Oriol**  
**Code Enforcement Officer II - Short Term Rentals (STRs)**  
**Code Enforcement | Community Services Department**  
[soriol@washoecounty.gov](mailto:soriol@washoecounty.gov) | Direct Line: 775.328.3632

My typical working hours: Monday-Friday 0800-1600 HRS  
Code Enforcement: 775.328.6106 | [Code-Enforcement@washoecounty.gov](mailto:Code-Enforcement@washoecounty.gov)  
CSD Office Hours: Monday-Friday 8:00am to 4:00pm  
1001 East Ninth Street, Reno, NV 89512



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[311 FAQ](#) | [Code Enforcement - YouTube](#)

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**From:** Kathy Magnani <[mtn2ocean@aol.com](mailto:mtn2ocean@aol.com)>  
**Sent:** Wednesday, May 22, 2024 10:38 AM  
**To:** Oriol, Steven R. <[SOriol@washoecounty.gov](mailto:SOriol@washoecounty.gov)>

Cc: Home2 <mfc@comcast.net>

Subject: Re: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice

[NOTICE: This message originated outside of Washoe County -- DO NOT CLICK on links or open attachments unless you are sure the content is safe.]

Steven,

If I have two ASSIGNED parking passes, to park in the lots at McCloud, I have ASSIGNED parking. There are 3 spaces ALLOCATED to my unit- my garage, and 2 additional spaces if I need them.

I find this statement by you very unprofessional and disrespectful:

"It is irrelevant whether your HOA considers unassigned parking as "guest", "overflow", "open" or any other title you want to put to it. If a parking space isn't assigned specifically to your unit, it cannot be considered for STR guest use. You agreed to these regulations when you submitted your STR permit application."

I didn't put any title to the parking lots. As an HOA member and owner in McCloud, I know that the parking lots are for owners only, and owners must display a parking permit. Our McCloud HOA has 131 outdoor parking spaces for owners and guests of owners with a valid parking pass, and each unit in McCloud is ASSIGNED 2 parking passes, to be used in any space on the McCloud property.

I agreed to the regulations for my STR permit 3 years ago allowing my documentation of two additional parking permits, showing our HOA parking rules and regs assigning each owner 2 parking passes, and for the past 3 years have had NO problems with parking or Washoe County trying to put additional screws to STR owners. I use my condo 1/2 time and almost always have 2 cars with my family present. Citing jargon from the Parking Standards under the STR Ordinance doesn't change the fact that a) parking is within the jurisdictional boundaries of the TRPA, b) are developed ON SITE and within the boundaries of the McCloud complex, c. there are designated parking spaces in EVERY cluster at McCloud for owners with valid parking passes, and each unit is ALLOTTED 2 passes.

I'm sure you are getting a lot of push-back from STR owners, and I feel it's warranted at least in the case of the McCloud Condominium complex. I understand you are trying to do your job. I'm just wondering why, now, is "assigned parking spaces" becoming such a big deal. Who is to say that 5 or 6 people cannot arrive in 1 car? Habitable space is what determined occupancy until this year, and that makes sense to me. Saying occupancy is limited to 4 since "one parking space is required for every 4 occupants" is ridiculous considering more than 4 people can arrive in a car AND McCloud issues two parking passes to each unit- 1bdm, 2bdm, and 3bdm- in addition to their assigned garages.

Please use your professionalism and consider all factors I have presented.

Sincerely,

Kathleen Magnani

On Wednesday, May 22, 2024 at 09:58:03 AM PDT, Oriol, Steven R. <soriol@washoecounty.gov> wrote:

Hello Kathleen,

I will conduct a site visit today. Under Washoe County Code, unassigned parking cannot be counted towards STR guest parking (and therefore occupancy).

The STR ordinance spells out in the Requirements for Application section: "For STRs within multi-unit developments, the application must include evidence of the number (and location, if applicable) of parking spaces allocated to the unit. Where parking spaces are unassigned, overflow parking will not count toward the required number of parking spaces." It is irrelevant whether your HOA considers unassigned parking as "guest", "overflow", "open" or any other title you want to put to it. If a parking space isn't assigned



specifically to your unit, it cannot be considered for STR guest use. You agreed to these regulations when you submitted your STR permit application.

Under the Parking Standards section of the STR ordinance:

**Parking Standards.** In areas *outside* the jurisdiction of the Tahoe Regional Planning Agency (TRPA), parking standards applicable to all residential uses, or the parking standard adopted at the time of original building permit approval of the residence, shall apply. *Within the jurisdictional boundaries of the TRPA, the following parking standards shall be adhered to:*

- (1) No STR parking is allowed within access easements or the public rights-of-way.
- (2) All parking spaces must be: improved to Tahoe Regional Planning Agency (TRPA) standards; developed on-site within property boundaries; and dedicated specifically for parking. In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.
- (3) One parking space is required for every four occupants.
- (4) Within the Tahoe Basin, on-site STR parking may be limited and may require approval of TRPA coverage. Limitations such as these and other factors do not reduce or eliminate the requirement for on-site parking. Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit.

What this means, ever since day one of enforcement of the ordinance, is that ONLY assigned parking to a specific unit can be counted towards STR guest use. The parking passes for unassigned spaces (especially those spaces outside property boundaries) may not be used or even considered for STR guest parking. Again, this is not new. This applies to literally hundreds of STR units in Incline. Permits have been issued with erroneous parking and occupancy limits, and when discovered these must be corrected.

Referencing your emails, "We have 131 outdoor parking spaces for 256 units" which means that your own HOA can't provide enough parking space for all of the parking promised. That is an HOA problem, not a County problem. We might be able to have a different conversation if there was sufficient parking for every unit to have what the HOA regs promise/allow, but by your own admission that is not the case. Please see #4 above: "Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit." I am responsible for enforcing County law, not HOA regs.

If a required change is made to your STR permit, you may have the right to appeal that decision. If you do not wish for your property to be subject to these additional STR restrictions, you may voluntarily surrender your STR permit at any time, in which case only the HOA regulations would apply (and be on the HOA to enforce). You also have the option to operate exclusively as a Long-Term Rental (28+ days), in which case the County's STR ordinance also does not apply.

Remember, **when an owner voluntarily applies for a STR permit, they voluntarily subject their property to the additional standards and restrictions found in the STR ordinance that otherwise would not apply.** Per your own email statements (twice), "The parking

within each cluster in the McCloud Condominium complex is intended for owners" and "ALL parking within the McCloud Condominium complex is for owners." That is irrelevant to STR properties, which are subject to additional restrictions that were voluntarily agreed to by the owner when the STR application was submitted. You are requesting this unassigned parking for your STR guests, not for your own use as an owner. That is in direct contravention of the County's STR ordinance, which you agreed to each time you submitted a permit application (initial and renewal).

Regards,



**Steve Oriol**

**Code Enforcement Officer II - Short Term Rentals (STRs)**

**Code Enforcement | Community Services Department**

[soriol@washoecounty.gov](mailto:soriol@washoecounty.gov) | Direct Line: 775.328.3632

My typical working hours: Monday-Friday 0800-1600 HRS

Code Enforcement: 775.328.6106 | [Code-Enforcement@washoecounty.gov](mailto:Code-Enforcement@washoecounty.gov)

CSD Office Hours: Monday-Friday 8:00am to 4:00pm

1001 East Ninth Street, Reno, NV 89512



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The best way to reach me is by email.

[311 FAQ | Code Enforcement - YouTube](#)

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**From:** Kathy Magnani <[mtn2ocean@aol.com](mailto:mtn2ocean@aol.com)>

**Sent:** Wednesday, May 22, 2024 8:57 AM

**To:** Oriol, Steven R. <[SOriol@washoecounty.gov](mailto:SOriol@washoecounty.gov)>; Becerra, Lisette <[LiBecerra@washoecounty.gov](mailto:LiBecerra@washoecounty.gov)>

**Cc:** [juneybonit@gmail.com](mailto:juneybonit@gmail.com); Tavener, Andrea E. <[ATavener@washoecounty.gov](mailto:ATavener@washoecounty.gov)>

**Subject:** Re: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice

**[NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Lisette and all others involved,

McCloud does not have "overflow" or "guest" parking. ALL parking within the McCloud Condominium complex is for owners who have a valid parking tag. Please see the documentation I have provided in this email.

Thank you,

Kathleen Magnani

On Wednesday, May 22, 2024 at 08:37:22 AM PDT, Becerra, Lisette <[libecerra@washoecounty.gov](mailto:libecerra@washoecounty.gov)> wrote:

Hello,

Thank you for your emails. We can easily update the parking based on a decision by the Code Enforcement Officer who is also copied on this email.

Per Washoe County Code as outlined below, where parking spaces are unassigned, overflow or guest parking will not count toward the required number of parking spaces.

For STRs within multi-unit developments, the application must include evidence of the number (and location, if applicable) of parking spaces allocated to the unit. Where parking spaces are unassigned, overflow parking will not count toward the required number of parking spaces. Your property has one garage parking spot, but per the Code Enforcement Officer there is not adequate parking to allow for any additional parking for every unit in the complex. Therefore, the total maximum occupancy rate for the above-mentioned property location would be 4. Per the current TRPA parking standards, the occupancy rate allowed is 1 space for every 4 occupants.

Per Washoe County Code section 110.319.15 Amendment 1686 Standards Section (b); *Within* the jurisdictional boundaries of the TRPA, the following parking standards shall be adhered to:

- (1) No STR parking is allowed within access easements or the public rights-of-way.
- (2) All parking spaces must be: improved to Tahoe Regional Planning Agency (TRPA) standards; developed on-site within property boundaries; and dedicated specifically for parking. In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.
- (3) One parking space is required for every four occupants.
- (4) Within the Tahoe Basin, on-site STR parking may be limited and may require approval of TRPA coverage. Limitations such as these and other factors do not reduce or eliminate the requirement for on-site parking. Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit.

I am deferring to the Code Enforcement Officer for a determination.



**Lisette Becerra**

**Planning Technician, Contractor**  
**Planning & Building Division | Community Services Department**  
**(775) 328-9024**

[libecerra@washoecounty.gov](mailto:libecerra@washoecounty.gov)

My normal working hours: Monday-Friday 7:30am to 4:00pm

Visit us first online: [www.washoecounty.gov/csd](http://www.washoecounty.gov/csd)

Planning Division: 775.328.6100 | [Planning@washoecounty.gov](mailto:Planning@washoecounty.gov)

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**From:** Kathy Magnani <[mtn2ocean@aol.com](mailto:mtn2ocean@aol.com)>

**Sent:** Tuesday, May 21, 2024 5:21 PM

**To:** Becerra, Lisette <[LiBecerra@washoecounty.gov](mailto:LiBecerra@washoecounty.gov)>

**Subject:** RE: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice

**[NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Hello Lisette,

It is incorrect that our condo/STR has only 1 assigned parking spot. We have an assigned garage PLUS 2 additional parking passes. Please see the attachments I included at the bottom of this email. I provided all of this information when I applied for my initial permit 3 years ago. All of this should be with my uploaded documents.

As per your email to my property manager/LRP, June Joseph:

"For STRs within multi-unit developments, the application must include evidence of the number (and location, if applicable) of parking spaces allocated to the unit." I have 2 parking passes, in addition to my garage space

I am actually on the parking committee for the McCloud HOA. We have 131 outdoor parking spaces for 256 units. Currently, every unit has 2 parking passes, in addition to their garage space. The parking within each cluster in the McCloud Condominium complex is intended for owners, and this is exactly what our parking committee is working on currently.

I am asking that you not limit our STR capacity to 4 guests based on faulty information.

Sincerely,

Kathleen Magnani/Owner of 947 Incline Way #162, Incline Village, NV 89451



**From:** [Becerra, Lisette](#)  
**To:** [Stark, Katherine](#)  
**Subject:** FW: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice  
**Date:** Friday, June 14, 2024 2:03:06 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

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**Lisette Becerra**  
**Planning Technician, Contractor**  
**Planning & Building Division | Community Services Department**  
**(775) 328-2063**

[libecerra@washoecounty.gov](mailto:libecerra@washoecounty.gov)

**My normal working hours: Monday-Friday 7:30am to 4:00pm**

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Planning Division: 775.328.6100 | [Planning@washoecounty.gov](mailto:Planning@washoecounty.gov)  
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1001 East Ninth Street, Reno, NV 89512



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**From:** Becerra, Lisette  
**Sent:** Tuesday, May 21, 2024 3:16 PM  
**To:** 'juneybonit@gmail.com' <juneybonit@gmail.com>; 'stacisails@gmail.com' <stacisails@gmail.com>; 'mtn2ocean@aol.com' <mtn2ocean@aol.com>  
**Cc:** Oriol, Steven R. <SOriol@washoecounty.gov>  
**Subject:** RE: WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice

Adding to the original email I forgot to mention that per a site visit that was conducted by the Code Enforcement Officer it was determined that the only allowable parking for your STR property complex is the one assigned garage. There is not enough additional open unassigned parking to allow for additional permitted parking for every unit in your complex.

Based on the Code Enforcement Officer onsite inspection, the total maximum occupancy rate for this address, is 4.

For STRs within multi-unit developments, the application must include evidence of the number (and location, if applicable) of parking spaces allocated to the unit. Where parking spaces are unassigned, overflow parking will not count toward the required number of parking spaces. Your property has one garage parking spot, but per the Code Enforcement Officer there is not adequate parking to allow for any additional parking for every unit in the complex. Therefore, the total maximum occupancy rate

for the above-mentioned property location would be 4. Per the current TRPA parking standards, the occupancy rate allowed is 1 space for every 4 occupants.

Per Washoe County Code section 110.319.15 Amendment 1686 Standards Section (b); *Within* the jurisdictional boundaries of the TRPA, the following parking standards shall be adhered to:

(1) No STR parking is allowed within access easements or the public rights-of-way.

(2) All parking spaces must be: improved to Tahoe Regional Planning Agency (TRPA) standards; developed on-site within property boundaries; and dedicated specifically for parking. In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.

(3) One parking space is required for every four occupants.

(4) Within the Tahoe Basin, on-site STR parking may be limited and may require approval of TRPA coverage. Limitations such as these and other factors do not reduce or eliminate the requirement for on-site parking. Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit.

If you have any questions, please let me know.



**Lisette Becerra**  
Planning Technician, Contractor  
Planning & Building Division | Community Services Department  
(775) 328-9024

[libecerra@washoecounty.gov](mailto:libecerra@washoecounty.gov)

My normal working hours: Monday-Friday 7:30am to 4:00pm

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Planning Division: 775.328.6100 | [Planning@washoecounty.gov](mailto:Planning@washoecounty.gov)

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**From:** Becerra, Lisette

**Sent:** Tuesday, May 21, 2024 2:52 PM

**To:** [juneybonit@gmail.com](mailto:juneybonit@gmail.com); [stacisails@gmail.com](mailto:stacisails@gmail.com); [mtn2ocean@aol.com](mailto:mtn2ocean@aol.com)

**Subject:** WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Renewal Notice

Hello:

This email is to inform you that the short-term rental (STR) permit listed above will expire on **June 16, 2024**. You may now renew your permit by logging into the [onenv.us](http://onenv.us) portal. Please see this link to access the Short-Term Rental [renewal instructions](#).

I have attached, for your convenience, the required Self Certification Notarized Owner Affidavit as a PDF, or you may use this link. [Renewal Application](#). FYI, only one owner must sign the form for the 2024 STR renewal. **Please reply to this email directly** when you have initiated the STR renewal process and I will start my review. If the renewal application is accepted, I will manually invoice the [renewal fees](#). It is also noticed that all the legal owners did not sign the initial Owner Affidavit. Michael Hernandez Trust will need to sign and complete the attached Owner Affidavit pages 4-6.

Below are some useful troubleshooting tips:

- Clear your browser history.
- Make sure you are NOT using the Safari browser.
- Sign into your account at [onenv.us](#). Make sure you are using one of the email addresses this email was sent to when you log into [onenv.us](#). If your login is connected to a different email address, then please let me know.
- Go to "My Records" and then click on "Short Term Rentals"
- Look for the permit number listed above and click the blue "Renew Application" option to the right of the STR permit case number.

Sincerely,



**Lisette Becerra**  
Planning Technician, Contractor  
Planning & Building Division | Community Services Department  
(775) 328-9024

[libecerra@washoecounty.gov](mailto:libecerra@washoecounty.gov)

My normal working hours: Monday-Friday 7:30am to 4:00pm

Visit us first online: [www.washoecounty.gov/csd](http://www.washoecounty.gov/csd)

Planning Division: 775.328.6100 | [Planning@washoecounty.gov](mailto:Planning@washoecounty.gov)

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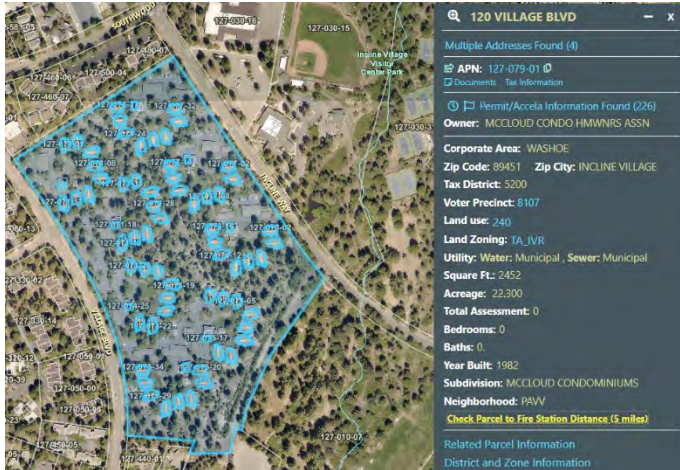


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## McCloud Condominiums – 6 separate addresses

- McCloud HOA: 931 Incline, 939 Incline, 947 Incline, 120 Village, 144 Village, 170 Village
- ONLY the garages can be counted for STR parking –there are not enough paved parking spaces for the units at each address to have even one paved parking space each
- Image of full McCloud Condominiums complex



- 931 Incline Way – Units #225 through #256 – 22 open parking spaces



- 939 Incline Way – Units #193 through #224 – 14 open parking spaces





- 947 Incline Way – Units #161 through #192 – 12 open parking spaces



- 120 Village Blvd. – Units #97 through #160 – 31 open parking spaces



- 144 Village Blvd. – 2 entrances – Units #33 through #96 – 37 open parking spaces



- 170 Village Blvd. – Units #1 through #32 – 14 open parking spaces



# McCloud Condominium Homeowner's Association

c/o Incline Property Management  
848 Tanager Street, Suite M  
Incline Village Nevada 89451  
Phone 775-832-0284 \* Fax 775/832-4036  
[www.ipm-tahoe.com](http://www.ipm-tahoe.com)

May 29, 2024

Steve Oriol  
Code Enforcement Officer I - Short Term Rentals (STRs)  
Code Enforcement  
Community Services Department  
soriol@washoecounty.gov  
775.328.3632

**Re:** STR Permit Parking Validation Letter

Magnani Family Trust  
[mtn2ocean@aol.com](mailto:mtn2ocean@aol.com)

Physical Address:  
947 Incline Way, Unit 162  
Incline Village, NV 89451

Mailing address:  
7157 Roycroft Dr  
Roseville, CA 95678

Regarding Short Term Rental permit application and renewal, in accordance with Washoe County Code Chapter 110, Article 319, Short Term Rentals, the following information is offered by the McCloud Condominium Homeowners Association, Incline Village, Nevada.

McCloud Condominium Homeowner's Association:

**Short Term Rental Owner Name:**  
Magnani Family Trust

**Unit Number:**  
162

**HOA approved parking spaces:**  
CCR's section 6.3.11 Garages. The Association shall assign one (1) garage to each unit. Each unit is provided with a maximum of two parking permits.

**Physical Address:**  
947 Incline Way, Unit 162  
Incline Village, NV 89451

Respectfully,  
McCloud Condominium Homeowner's Association  
Board of Directors

June 5, 2024

#### Parking Rules to be Enforced at McCloud

The Memorial Day weekend kicked off our busy summer season and provided us with an opportunity to explore a new strategy to keep unauthorized vehicles out of our parking lots – and **we will be towing vehicles this summer.**

Our association's Parking Committee has been working diligently to research and develop better ways to address parking in McCloud. Largely due to their work, the board instructed IPM to:

- Place cones at the entrances to certain driveways, each with a clear notice that our lots are private and a McCloud permit is required.
- Replace the no-parking signs to clearly state that parking in the circles is limited to 15-minutes and vehicles must have flashers on while parked in the circles
- Engage a new towing contractor, Milne Towing Company, and
- Conduct a survey of parking lot use.

The survey over the Memorial Day weekend found:

- Some lots in certain clusters reached capacity over the weekend, but overall our lots were at no more than 74% full when surveyed.
- Nearly 25% of the cars in our lots were without proper McCloud parking tags.

**As our goal is to keep out unauthorized vehicles, so please be sure to display your McCloud parking tag. It's not our intent to tow owner vehicles, but we will be towing unauthorized and illegally parked vehicles this summer.**

Accordingly, we want to remind you of the rules that govern parking in our community:

- NRS 116.3102: [Section 1\(t\)](#)
- McCloud Policies, Rules & Regulations [available on the IPM/McCloud website](#):
  - Rules and Regulations (Aug 26, 2022)
  - Parking Policy (May 30, 2015)
  - Garage Policy (June 1, 2015)

**VEHICLE TOWING – WITHOUT NOTICE:** To be clear, Milne Towing is authorized, without notice to a vehicle owner and without any additional signatures from IPM or the Board, to impound (tow) any vehicle that is parked as follows:

- In a Fire Lane, this includes:
  - circles,
  - driveways, and
  - in front of any garage
- Within 15 feet of a Fire Hydrant,
- In a Handicapped space without a valid handicapped license plate or placard
- Blocking the entrance or exit to the McCloud property.



**VEHICLE TOWING – WITH 48-hour NOTICE:** Milne Towing will periodically patrol our parking lots and will tag any vehicle that is parked in a parking space without a valid McCloud parking permit. After 48 hours, the vehicle may be towed. Milne will tow vehicles to Sparks. If you suspect your vehicle has been towed, please call Milne at 775-359-0106. The cost to retrieve a towed vehicle or motorized watercraft varies, but may be more than \$300 for towing and \$52 a day for storage.

**Please properly park your vehicle:**

- Garages are to be used for vehicle parking, not encumbered by storage
- **Display the McCloud permit** when parked in one of our shared parking spaces:
  - **Red:** Only red McCloud permits are valid
  - **Visible:** Hang permit on rear view mirror or place on dashboard with unit number clearly displayed
- **Fire Lanes** are limited to **15 minutes** and require **flashers on** (to indicate that you are in active loading or unloading)

**Replacement Permits:** The recent survey found that many owners are not displaying a proper McCloud parking permit. Per the current rules, all units are entitled to two permits. If you need to replace an old permit, please contact IPM. Permits that are considered invalid include those that are:

- Blue
- Unit number is not visible, legible or is otherwise obscured

**Notify Guests:** Please notify your guests and visitors of these McCloud policies, rules and regulations. We will be towing illegal and unauthorized vehicles and want to avoid doing so to owners and their authorized guests.

**Watercraft:** Such vehicles, to the extent permitted by our policies, rules and regulations, must obtain a Parking Permit from IPM. A watercraft permit is considered one of the owner's two parking permits. In order to obtain a Watercraft Parking Permit, the unit ownership name must match the vehicle registration name.

**Parking Committee:** The newly formed McCloud Parking Committee will continue their research and policy development through the summer and fall. If you are interested in joining the Parking Committee, please reach out to Zoe Stout at IPM 775-298-7953.

Enjoy your summer and please reach out to IPM with any questions or concerns.

McCloud Board of Directors

McCloud Condominium Homeowners' Association

P O Box 3960

Incline Village NV 89450

June 01, 2015

RE: Parking Policy - Revised/Adopted

Dear McCloud Condominium Owners,

On May 30, 2015, the Board of Directors revised and adopted the McCloud Parking Policy. We have attached the parking policy for your review.

We thank you in advance for your help to see that the policy is followed at McCloud. On behalf of the board, we are confident that all owners want to assure that policies are followed and we can continue to hold our association to the highest of standards.

If you have any questions, please contact our management company.

Integrity Property Management

775-831-3331

Sincerely,

McCloud Condominium Association Board of Directors  
Enclosures

McCloud Condominium Association  
Rules and Regulations Revisions - PARKING  
Adopted and Effective May 30, 2015

3. VEHICLE PARKING


- Owner and tenant parking in designated parking spaces is by permit only. Vehicles not displaying a valid parking tag are subject to towing at owner's expense without notice.
  - Management shall assign a maximum of two (2) parking permits to each McCloud unit. Unit owners shall be responsible for assuring that their tenants receive a valid parking tag.
  - Visitors to McCloud may park in designated spaces for a period not to exceed three (3) hours without displaying a parking tag.
- Temporary parking in the circle driveways for no more than 15 minutes is permitted for the loading and unloading of vehicles.
- No parking is allowed on the lawns.
- Garages shall be used for vehicle parking unless vehicle size prevents such use.
- Campers, motor homes and vacation trailers are not permitted on McCloud property at any time.
- All vehicles parked on McCloud property must be operational. This is particularly important during winter months when management may have to provide owners with notice to relocate their vehicles during periods of snow removal.
- Any vehicle parked on McCloud property that is determined to be a safety hazard to persons or property is subject to removal at the owner's expense.
- Management will make all reasonable attempts to notify the vehicle owner prior to arranging to have a vehicle towed.

4. WATERCRAFT PARKING

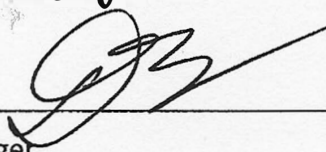
- Owners with operational boats and other watercraft with trailers may apply for a single permit to park their watercraft on McCloud property for the period between May 1 and October 31.
  - Applications for these seasonal permits may be obtained from the management office and must be returned completed along with copies of the current watercraft and trailer registrations.
  - Watercraft parking permits are for the exclusive use of owners and no tenant watercraft/trailers shall be parked on McCloud property.

- Unloaded watercraft trailers shall not be parked on McCloud property at any time.
- Owners with seasonal watercraft parking permits must park their watercraft within their respective clusters.
- Watercraft parked on McCloud property not displaying a valid permit is subject to removal at the owner's expense.
- Any watercraft parked on McCloud property that is determined to be a safety hazard to persons or property is subject to removal at the owner's expense.
- Management will make all reasonable attempts to notify the watercraft owner prior to arranging to have a watercraft removed from McCloud.

THIS POLICY IS HEREBY ADOPTED BY A VOTE OF THE BOARD OF DIRECTORS ON  
MAY 30, 2015.

BY:   
President

ATTESTED:   
Secretary

ATTESTED:   
Community Manager



## MCCLLOUD CONDOMINIUM HOMEOWNERS ASSOCIATION

### RULES AND REGULATIONS

Revised August 26, 2022

Please read and observe these Rules and Regulations at all times. These Rules and Regulations are intended to be consistent with the Revised Declaration of Limitations, Covenants, Conditions, and Restrictions of McCloud Condominium Homeowners' Association ("Declaration" or "CC&Rs"), but in the event of a conflict, the Declaration shall control.

1. **PARKING:** Parking on the McCloud property is by permit only. These rules apply to all Owners, guests, tenants, invitees and agents.
  - 1.1 **Parking stalls:** All vehicles must display the approved McCloud Unit parking tag to be considered in compliance with parking rules. Failure to display the parking tag is a parking violation. **Vehicles without a parking permit will be towed from the property at the owner's expense** after forty-eight (48)-hour notice. All vehicles must fit within the parking space lines of the parking stalls. In addition, they cannot protrude and block or impede any access, including but not limited to garage access. **Please note: Contact the management company immediately if you do not have your parking permits.**
  - 1.2 **Driveway circles:** Parking is limited to fifteen (15) minutes in the circle driveways for active loading and unloading of vehicles only, even though **No Parking** signs are posted. No parking is allowed on the lawns. Any vehicle that remains parked in a cluster's circle for an extended period of more than fifteen (15) minutes presents a fire hazard and thus is subject to towing without notice and/or fine by the NLTFPD. All such vehicles must have a driver on hand at all times.
  - 1.3 **Garages:** All occupants must use the garage assigned to their Unit for vehicle parking. Vehicles must be parked within the garages whenever possible.
    - 1.3.1 **Garage must be available for vehicle parking:** The garage may **not** be used solely for storage, rented out or used for conducting business. Some storage of non-hazardous items is permitted, but ample space must remain available to park a vehicle.
    - 1.3.2 **Garage doors must be kept closed** at all times except when entering and exiting the garage.
    - 1.3.3 **E-vehicle charging prohibited.** Due to voltage limitations and lack of individual metering, McCloud prohibits any charging of vehicles in the garages. The garages do not have sufficient wiring to handle charging of electric vehicles at this time.
  - 1.4 **Long-Term Parking:** Garages are to be used for car storage. Cars parked in the exterior parking areas must be moved on a regular basis. Parking in any one stall is not to exceed a limit of two (2) consecutive weeks. Parking stalls are not to be used for storage. During the winter, vehicles must be moved regularly to allow for the snow equipment to remove snow.

**From:** [Becerra, Lisette](#)  
**To:** [Kathy Magnani](#)  
**Cc:** [Home2; Oriol, Steven R.](#)  
**Subject:** WSTR21-0006 947 INCLINE WAY 162, INCLINE VILLAGE, NV 89451 - Permit Attached  
**Date:** Tuesday, June 4, 2024 3:10:48 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[WSTR21-0006 2024 Renewal Permit.pdf](#)

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Hello:

The STR renewal process has been completed, and you have successfully renewed the 2024 STR permit listed above. Please see the attached renewal permit card.

We appreciate your patience during the renewal process. The attached permit will expire on **June 16, 2025**. The STR permit is considered null and void on the date of expiration.

Previous issuance of an STR permit does not guarantee that a subsequent permit will be issued. The required annual renewal application and fees **must** be submitted prior to expiration date of the STR permit. Completion of a STR renewal application, in time and prior to the expiration date, is the responsibility of the STR owner. STR Permits must be renewed and issued annually to advertise or operate.

Per a review of the STR permit record and an on-site inspection that was conducted by the Code Enforcement Officer, your property location has only one (1) assigned parking garage for your property. The total maximum occupancy rate for the above-mentioned property location will be reduced to 4 person maximum.

You may choose to appeal this change to your STR permit by submitting an appeal of a [Directors Decision application](#). The appeal must be made in writing on application forms provided by the Planning and Building Division, and must be delivered to the Washoe County Planning and Building division within 10 calendar days from the date that the decision is communicated in writing. Appeals are heard by the Washoe County Board of Adjustment (BOA) and the required application fee to file the appeal is \$835.12. If an appeal is filed a hearing will be scheduled for the next available regular meeting of the BOA but no more than 60 days from the date the appeal was filed.

Please let us know if you have any changes during the active STR permit period. Best wishes on your STR!

Sincerely,



**Lisette Becerra**  
Planning Technician, Contractor  
Planning & Building Division | Community Services Department  
(775) 328-9024  
[libecerra@washoecounty.gov](mailto:libecerra@washoecounty.gov)



**WASHOE COUNTY**  
**Planning & Building Division**  
**SHORT TERM RENTALS PERMIT**  
WEBSITE: [www.washoecounty.us/str](http://www.washoecounty.us/str)

1001 E. Ninth Street  
Reno, NV 89520-0027

(775) 328-6100

**Permit No:** WSTR21-0006

**Permit Type:** Short Term Rentals

**Applied:** 06/16/2021

**Planning Permit Number (if applicable):**

**Issued:** 06/16/2021

**Expire:** 06/16/2025

**Address:** 947 INCLINE WAY , Unit #162  
INCLINE VILLAGE, NV, 89451

**Parcel No:** 127-073-01

**Home Square Footage:** 672

**MAXIMUM  
OCCUPANCY:** 4

**Number of Bedrooms:** 2

**Parking Spaces:** 1

**OWNER:** MAGNANI FAMILY TRUST, KATHLEEN  
7157 ROYCROFT DR  
ROSEVILLE, CA 95678

**Phone:** (916) 952-9354  
(916) 952-9354

**Email:** mtn2ocean@aol.com

**LOCAL RESPONSIBLE PARTY:** June Joseph  
862 S Dyer Circle  
Incline Village, NV 89450

**Mobile:** (775) 544-9454  
(Must be text)

**Email:** juneybonit@gmail.com

**AUTHORIZED  
AGENT:**  
(Only if Applicable)

**Mobile:**  
(Must be text)  
**Office Phone:**  
**Email:**

Permission is hereby granted to advertise and operate the short term rentals described in this application, in accordance with the Rules, Regulations and Ordinances of the County of Washoe, along with the plans and application filed herewith.

**Initial disclosures below or on the next page.**

**IMPORTANT TIME DEADLINES:**

I UNDERSTAND THAT FINAL INSPECTION OR RENEWAL OF THIS PERMIT MUST BE MADE PRIOR TO THE EXPIRATION DATE OR NEW PLANS MUST BE SUBMITTED AND PERMIT FEES PAID PRIOR TO FINAL INSPECTION. PERMITS EXPIRE 12 MONTHS FROM THE DATE OF ISSUE, WITH NO GRACE PERIOD. IF THE DATE OF EXPIRATION FALLS ON A WEEKEND OR HOLIDAY, THE PERMIT MUST BE RENEWED ON THE LAST BUSINESS DAY PRIOR TO THE EXPIRATION. I UNDERSTAND THIS IS THE ONLY NOTICE I WILL RECEIVE FOR RENEWAL OF THE PERMIT AND KEEPING THE PERMIT RENEWED AND IN A VALID STATUS IS MY RESPONSIBILITY.

**DISCLAIMERS: INDEMNIFICATION: ACKNOWLEDGMENTS BY PERMITTEE:**

I UNDERSTAND THAT THE INSPECTIONS PROVIDED BY WASHOE COUNTY ARE LIMITED TO VERIFYING COMPLIANCE WITH STR ORDINANCE, on 110.319.

I HEREBY AGREE TO DEFEND AND TO SAVE, INDEMNIFY AND KEEP HARMLESS THE COUNTY OF WASHOE AND ITS OFFICERS, EMPLOYEES AND AGENTS AGAINST ALL LIABILITIES, JUDGEMENTS, COSTS AND EXPENSES WHICH MAY ACCRUE AGAINST THE COUNTY IN CONSEQUENCE OF GRANTING OF THIS PERMIT, IN CONSEQUENCE OF THE COUNTY'S OWN NEGLIGENCE OR ITS OTHERS ACTS OR OMISSIONS WITH RESPECT TO THIS PERMIT, OR IN CONSEQUENCE OF THE USE OR OCCUPANCY, OR OTHERWISE BY VIRTUE THEREOF, AND WILL IN ALL THINGS STRICTLY COMPLY WITH THE CONDITIONS OF THIS PERMIT AND PROVISIONS OF THE RULES, REGULATIONS AND ORDINANCE OF THE COUNTY OF WASHOE.

BY INITIALIZING THIS SECTION, YOU GRANT PERMISSION OF ENTRY TO THE STRUCTURE PERMITTED BY THIS PERMIT AND AUTHORIZE WASHOE COUNTY INSPECTORS TO ACCESS THE PROPERTY AT REASONABLE TIMES PROVIDED THAT CREDENTIALS BE PRESENTED TO THE OCCUPANT AND ENTRY REQUESTED FOR THE PURPOSES OF CONDUCTING REQUIRED INSPECTIONS ASSOCIATED WITH THIS PERMIT AND ENFORCE THE PROVISIONS OF WASHOE COUNTY CODE

## Washoe County Appeal of Decision to Board of Adjustment

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.

### Appeal of Decision by (Check one)

**Note:** Appeals to the Washoe County Board of Adjustment are governed by WCC Section 110.910.15(i), WCC Section 110.912.10(j), and NRS 278.310.

☐ Administrative Hearing Officer

☐ County Building Official

☒ Director, Planning and Building Division

#### Fire Code Official

☐ Director, Engineering and Capital Projects Division

☐ North Lake Tahoe Fire Protection District

☐ Truckee Meadows Fire Protection District

### Appeal Date Information

**Note:** This appeal must be delivered in writing to the offices of the Planning and Building Division or the Washoe County Building Official within 10 (ten) calendar days from the date that the decision being appealed is communicated in writing to the appellant.

**Note:** The appeal must be accompanied by the appropriate appeal fee (see attached Master Fee Schedule).

Date of this appeal: June 5, 2024

Date of action by County: June 4, 2024

Date of decision for which appeal is being filed: \_\_\_\_\_

Project Location: 947 Incline Way #1102, Incline Village, NV 89451

### Appellant Information

Name: Kathleen Magnani

Phone: (916) 452-9354

Address: 7157 Roycroft Dr.

Fax: \_\_\_\_\_

Email: mtn2ocean@aol.com

City: Roseville

State: CA

Zip: 95678

Cell: (916) 452-9354

Specific action by the County being appealed:

Reduced our STR occupancy from 6 to 4.

Describe why the decision should or should not have been made:

(please see separate page attached to this one).



Cite the specific outcome you are requesting with this appeal:

I am requesting an occupancy of 5 for my STR with 2 parking spaces. We market to families with young children. Most of our guests are 2 adults with 2-3 children.

Describe your basis as an aggrieved party. The basis must include the nature and location of your property interest and the manner in which the property interest will be affected by the appealed decision.

I have a 2 bedroom, 2 bathroom unit in McCloud, with enough "habitable space" for 6 people. If my appeal would allow 5 people, then parents with 3 small children, arriving in one car, would be legal.

Did you speak at the public hearing when this item was considered? <sup>there was not a public hearing</sup> ☐ Yes ☒ No

Did you submit written comments prior to the action on the item being appealed? ☒ Yes ☐ No <sup>to the Code Enforcement officer.</sup>

### Appellant Affidavit

STATE OF ~~NEVADA~~ <sup>CA</sup>  
COUNTY OF ~~WASHOE~~ <sup>Placer</sup> <sup>STW</sup>

I, Kathleen Magnani being duly sworn, depose, and say that I am an appellant  
(print name)

seeking the relief specified in this petition 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 staff of the Planning and Building Division.

Signed Kathleen Magnani  
Address 7157 Roycroft Dr  
Roseville, CA 95678  
Phone: (916) 952-19354

Subscribed and sworn to before me this  
5 day of June, 2024

[Signature]  
Notary Public in and for said county and state

My commission expires: 12-4-24

(Notary Stamp)



## Describe why the decision should or should not have been made:

The decision to reduce our STR occupancy from 6 persons to 4 persons was based on parking alone.

### STR Parking Standards.

In areas outside the jurisdiction of the Tahoe Regional Planning Agency (TRPA), parking standards applicable to all residential uses, or the parking standard adopted at the time of original building permit approval of the residence, shall apply. Within the jurisdictional boundaries of the TRPA, the following parking standards shall be adhered to:

(1) No STR parking is allowed within access easements or the public rights-of-way.

No guests at my STR are allowed to park on the street or within easements. All must park my garage and/or in one of the McCloud 8 parking lots with a McCloud Parking permit.

(2) All parking spaces must be: improved to Tahoe Regional Planning Agency (TRPA) standards; developed on-site within property boundaries; and dedicated specifically for parking. In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.

Each unit in McCloud is assigned a single car garage space, plus two additional parking passes to be used in the outdoor lots. Owners are expected to use their garages to park one car.

Storage in the garage is not allowed by HOA rules and regulations. Oversized vehicles that do not fit in garages use the outdoor lots. Our parking lots are for McCloud residents only, and all owners must display a parking pass. I have 2 parking passes in addition to my garage.

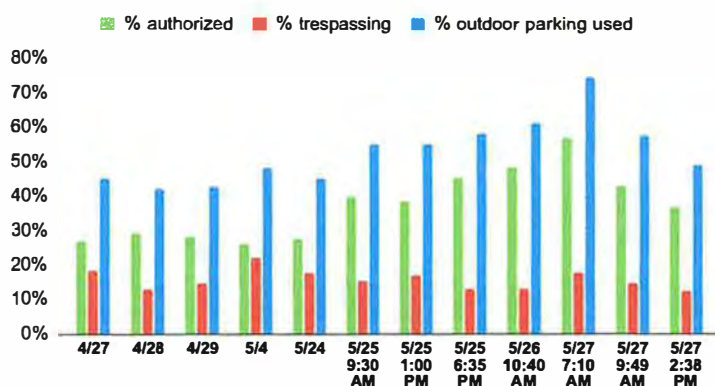
(3) One parking space is required for every four occupants.

This does not say that if you have one parking space, only 4 guests can occupy your living space. 99% of our guests are families with small children. 5 people – parents and 3 children) can arrive in one car, using only 1 parking space. If my condo, prior to this year, could accommodate 6 guests, why couldn't 5 or 6 guests arrive in 1 car? Note: we do not want 6 guests and have not accepted requests for 5 or 6 adults.

(4) Within the Tahoe Basin, on-site STR parking may be limited and may require approval of TRPA coverage. Limitations such as these and other factors do not reduce or eliminate the requirement for on-site parking. Inability to develop the appropriate number of parking spaces on-site will subsequently limit the maximum number of occupants allowed by the STR permit.

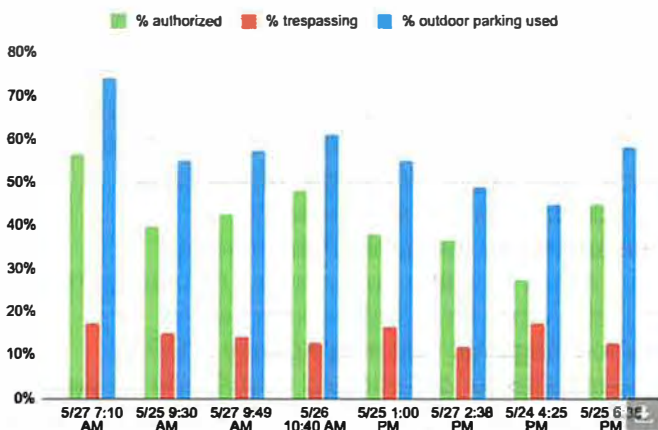
McCloud has on-site parking. Only 30% of the owners live there full-time. The busiest week/weekend (4<sup>th</sup> of July), will have mostly full lots, but not 100% full. Data has been collected by the Parking Committee at McCloud, beginning in April, 2024:

McCloud 4/27-5/2/24 outdoor parking use



Data that has been collected over Memorial Weekend showed:

McCloud 5/24-5/27/24 outdoor parking use, sorted by time-of-day



It is too early to gather data for 4<sup>th</sup> of July and the week surrounding that holiday.

My greatest point is that there is room in the parking lots, ON-SITE, for owners and renters to park their cars with a parking permit. This does not impact Incline Village streets in any way.

I also urge you to look and see if there have been any STR parking violations within McCloud Condominium complex.

- i. (c) In extraordinary and limited circumstances within the Tahoe Basin, the Planning and Building Division Director is authorized to consider reducing or relocating the required parking spaces in circumstances where the property owner has provided sufficient evidence that the request is warranted and will not unduly impact surrounding properties. Such requests shall be made by submitting a director's modification of standards application.

I am requesting that an occupancy of 5 be granted for my STR. My garage is available for STR guests, and I have 2 additional parking passes in the rare instance that 2 cars are brought to McCloud for my guest's stay.