



Board of Adjustment Staff Report

Meeting Date: July 8, 2024

Agenda Item: 8D

SPECIAL USE PERMIT CASE NUMBER:

WSUP24-0006 (Village Church)

BRIEF SUMMARY OF REQUEST:

Special use permit to establish an elementary school at an existing church facility.

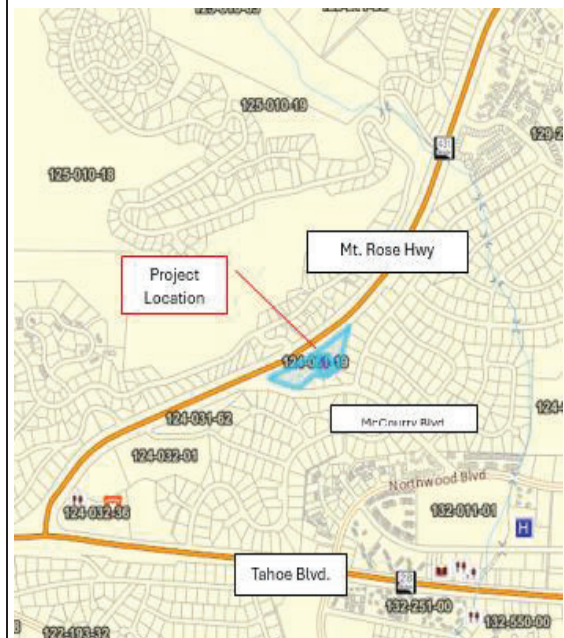
STAFF PLANNER:

Courtney Weiche, Senior Planner
Phone Number: 775.328.3608
E-mail: cweiche@washoecounty.gov

CASE DESCRIPTION

For hearing, discussion, and possible action to approve a special use permit to establish "schools - kindergarten through secondary" as a permitted use at 736 McCourry Blvd. for an elementary school with a maximum enrollment of 116 students.

Applicant: AnnMarie Lain of Juniper & Sage Consulting
Property Owner: Village Church
Location: 736 McCourry Blvd
APN: 124-061-19
Parcel Size: 4.090 acres
Master Plan: Tahoe – Wood Creek
Regulatory Zone: Tahoe - Wood Creek
Area Plan: Tahoe
Development Code: Authorized in Article 810, Special Use Permits
Commission District: 1 – Commissioner Hill



Vicinity Map

STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

POSSIBLE MOTION

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Board of Adjustment approve Special Use Permit Case Number WSUP24-0006 for Village Church, having made the applicable findings in accordance with Washoe County Code Section 110.810.30.

(Motion with Findings on Page 16)

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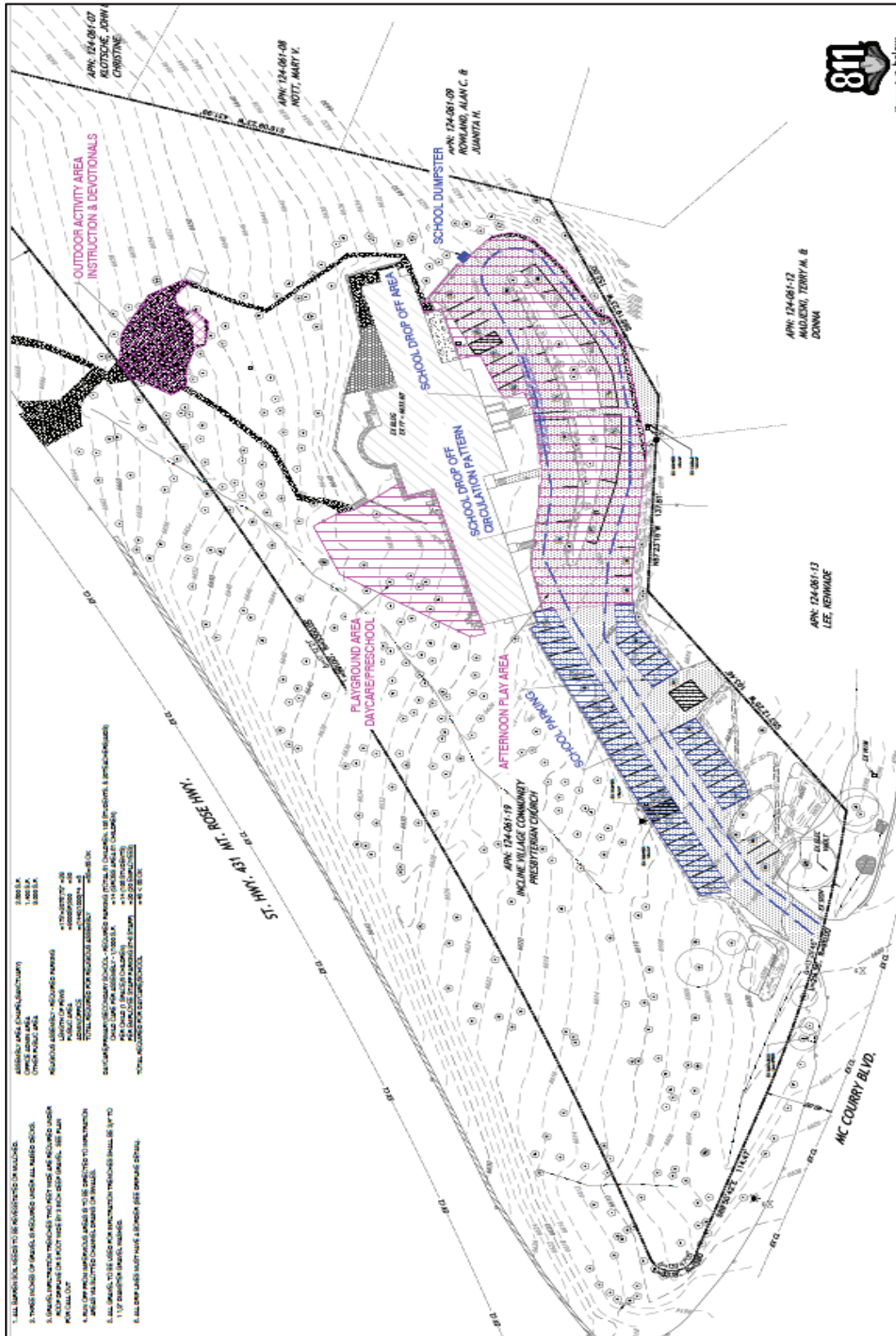
Special Use Permit

The purpose of a special use permit is to allow a method of review to identify any potential harmful impacts on adjacent properties or surrounding areas for uses that may be appropriate within a regulatory zone; and to provide for a procedure whereby such uses might be permitted by further restricting or conditioning them so as to mitigate or eliminate possible adverse impacts. If the Board of Adjustment grants an approval of the special use permit, that approval is subject to conditions of approval. Conditions of approval are requirements that need to be completed during different stages of the proposed project. Those stages are typically:

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

The conditions of approval for Special Use Permit Case Number WSUP24-0006 are attached to this staff report and will be included with the action order.

The subject property has a regulatory zone of Tahoe – Wood Creek (TA_WC). The proposed use of an elementary school is classified as a “schools -kindergarten through secondary” use type per Article 220, Tahoe Area, which is permitted in TA_WC with a special use permit per WCC 110.220.275. Therefore, the applicant is seeking approval of this SUP from the Board of Adjustment.



Site Plan

Background

Village Church has been operating a day-care/preschool since 1984 with an approved Special Use Permit (SPB8-23-87). The existing day-care/preschool, Village Christian Preschool and Childcare Center, is licensed by Washoe County Human Service Agency for ages between 6 weeks and 15 years old.

The applicant indicates there is an increased demand for “faith-based education”, therefore, the Village Church is requesting to expand its educational offering to include an elementary school, in accordance with its current Nevada licensing and the laws and regulations of Washoe County and the State of Nevada, with a maximum capacity of 116 students. The current maximum enrollment for the daycare/preschool is 50 students for a total maximum enrollment capacity of 166 for both existing and proposed uses. Village church representatives have indicated their long-term plan always included opening an elementary school to complement the preschool and continue faith-based education for the children in the community.

Upon learning the proposed school use was not an allowable use type in the Wood Creek regulatory zone, the applicant submitted a development code amendment (WDCA23-001) in 2023 to amend Washoe County Code Chapter 110 (Development Code), Article 220, Tahoe Area to add “Schools - Kindergarten through Secondary” as a permitted use in the Tahoe- Wood Creek Regulatory Zone on those parcels equal to or greater than 3 acres. The requested amendment was approved by both Washoe County and the Tahoe Regional Planning Agency (TRPA) and became effective April 24, 2024.

While the applicant has indicated this will be a private school, the Tahoe Area Plan does not distinguish between private and public schools.

Project Evaluation

The applicant is seeking approval of a special use permit to establish an elementary school - defined as a “schools- kindergarten through secondary” use type in Article 220, Tahoe Area – for a maximum of 116 students at 736 McCourry Blvd (APN 124-061-19) within an existing 14,000 sf structure for “Village Church”.

The parcel is located in the Tahoe – Wood Creek (TA_WC) regulatory zone; per Section 110.220.275 “schools - kindergarten through secondary” use type requires approval of a special use permit, see below table of allowable uses.

Section 110.220.275 Wood Creek Regulatory Zone.

WOOD CREEK REGULATORY ZONE		
Allowable Land Uses by Land Use Classification	Land Use Permit	Density
Residential		
Single Family Dwelling	A	1 unit per parcel + 1 accessory dwelling where allowed by Section 110.220.85
Tourist Accommodation		
Bed and Breakfast Facilities	S	5 units per parcel
Public Service		
Schools – Kindergarten through Secondary*	S	
Local Public Health and Safety Facilities	S	
Transit Stations and Terminals	S	
Pipelines and Power Transmission	S	
Transmission and Receiving Facilities	S	
Transportation Routes	S	
Public Utility Centers	S	
Churches	S	
Day Care Centers/Pre-Schools	S	

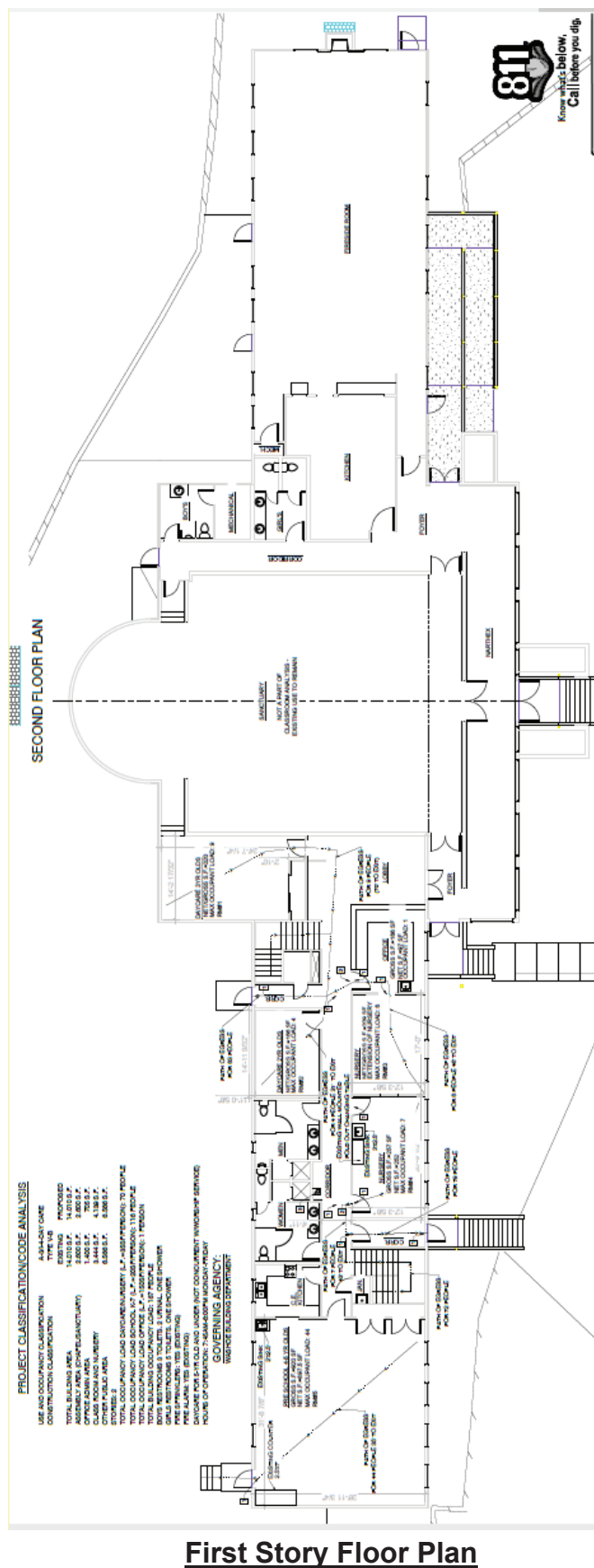
The subject property is located in Incline Village, at the intersection of Mount Rose Highway and McCourry Blvd. The structure and all associated uses of the property, such as the playground area, are setback more than 60' from edge of pavement from Mount Rose Highway to the north. In addition, there is a large landscape buffer and elevation change between the school and Mount Rose Highway.

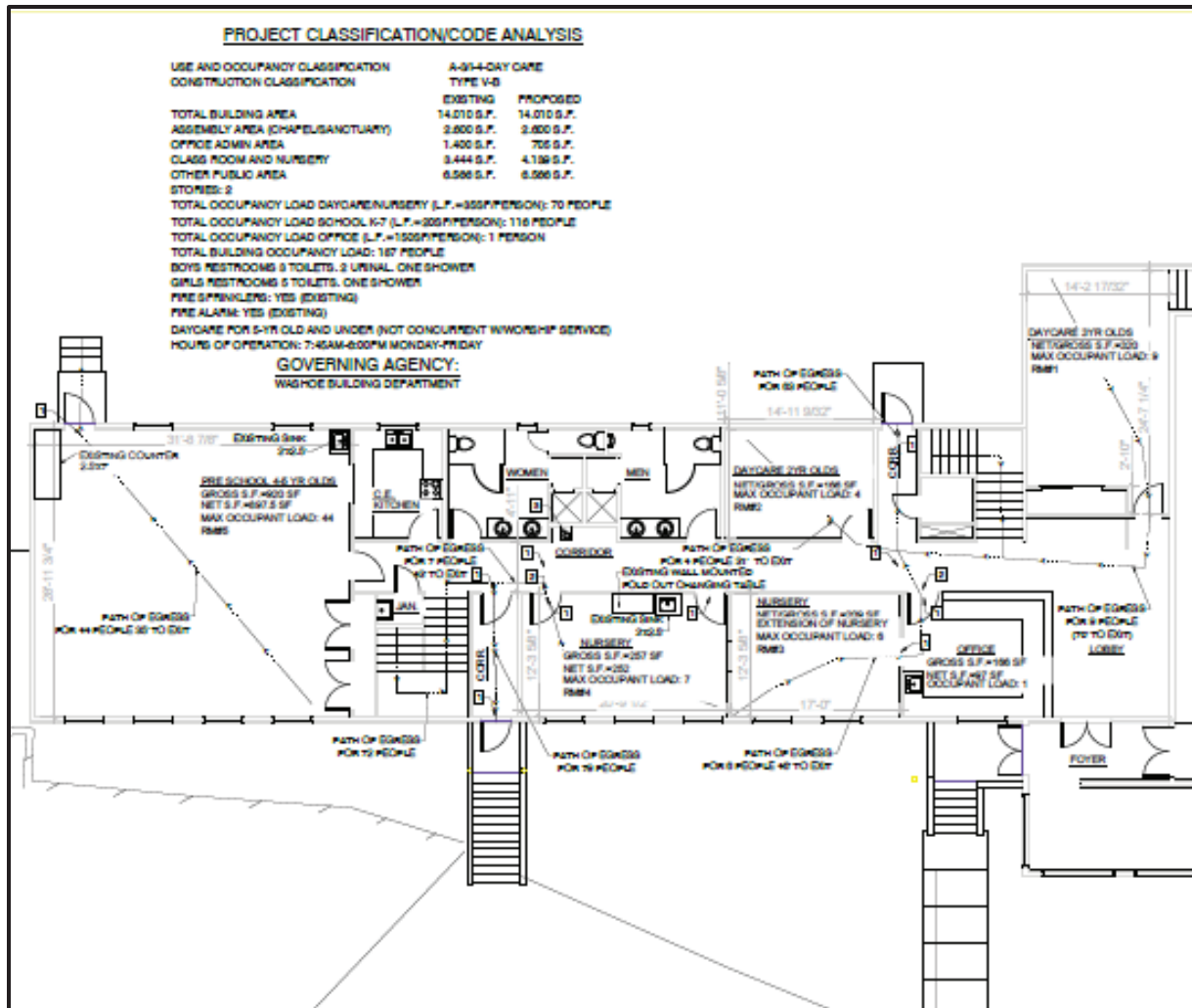
All abutting properties are in the same regulatory zone of TA-WC. To the north is Mount Rose Highway, to the east, south, and west are parcels developed with single family residences.

The project site is 4.09-acres and is developed with an approximately 14,000-sf church building, constructed in 1966. The proposal does not require any expansion of the existing building. Modifications to the interior may be necessary to facilitate the conversion of space for future classroom use. See below summary of existing and proposed uses of the building, as well as the proposed floor plans.

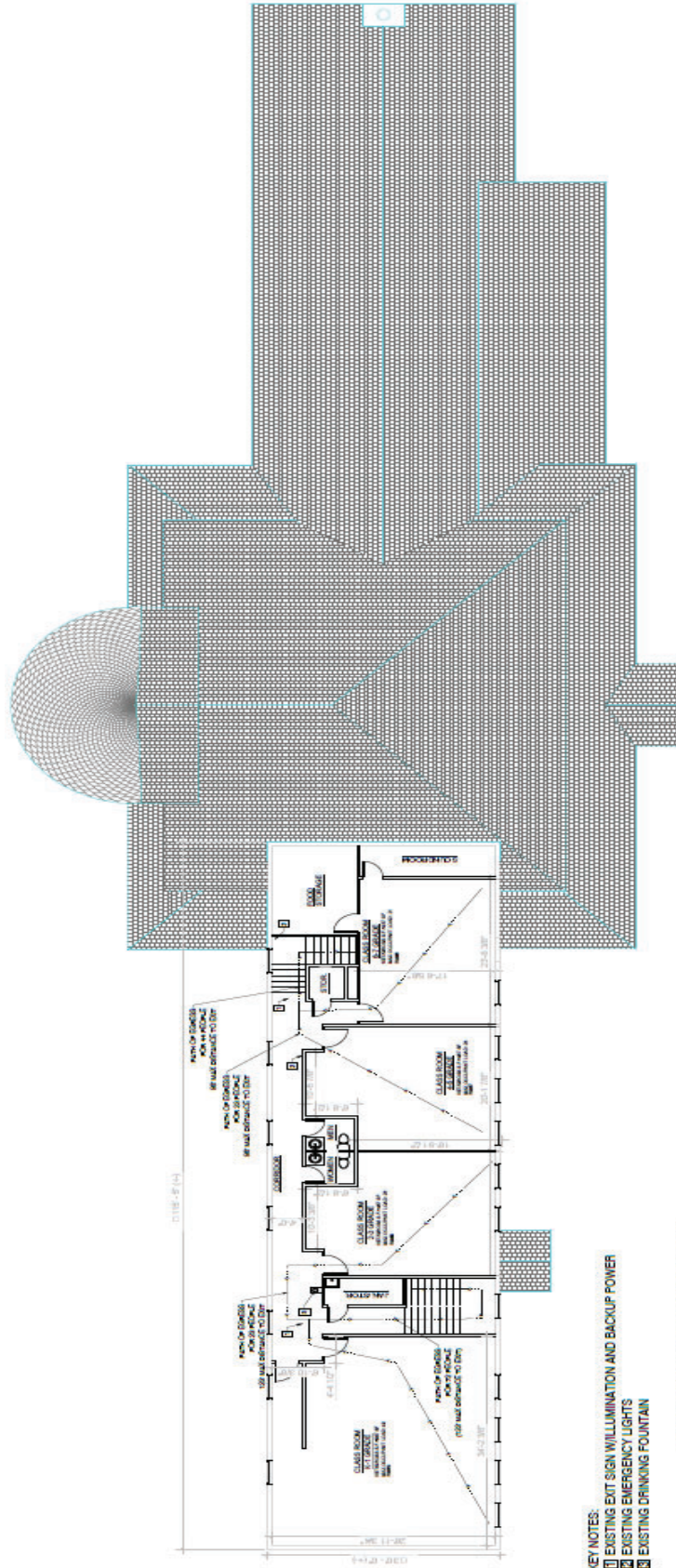
PROJECT CLASSIFICATION/CODE ANALYSIS

USE AND OCCUPANCY CLASSIFICATION	A-3/I-4-DAY CARE	
CONSTRUCTION CLASSIFICATION	TYPE V-B	
	EXISTING	PROPOSED
TOTAL BUILDING AREA	14,010 S.F.	14,010 S.F.
ASSEMBLY AREA (CHAPEL/SANCTUARY)	2,600 S.F.	2,600 S.F.
OFFICE ADMIN AREA	1,400 S.F.	705 S.F.
CLASS ROOM AND NURSERY	3,444 S.F.	4,139 S.F.
OTHER PUBLIC AREA	6,566 S.F.	6,566 S.F.
STORIES: 2		

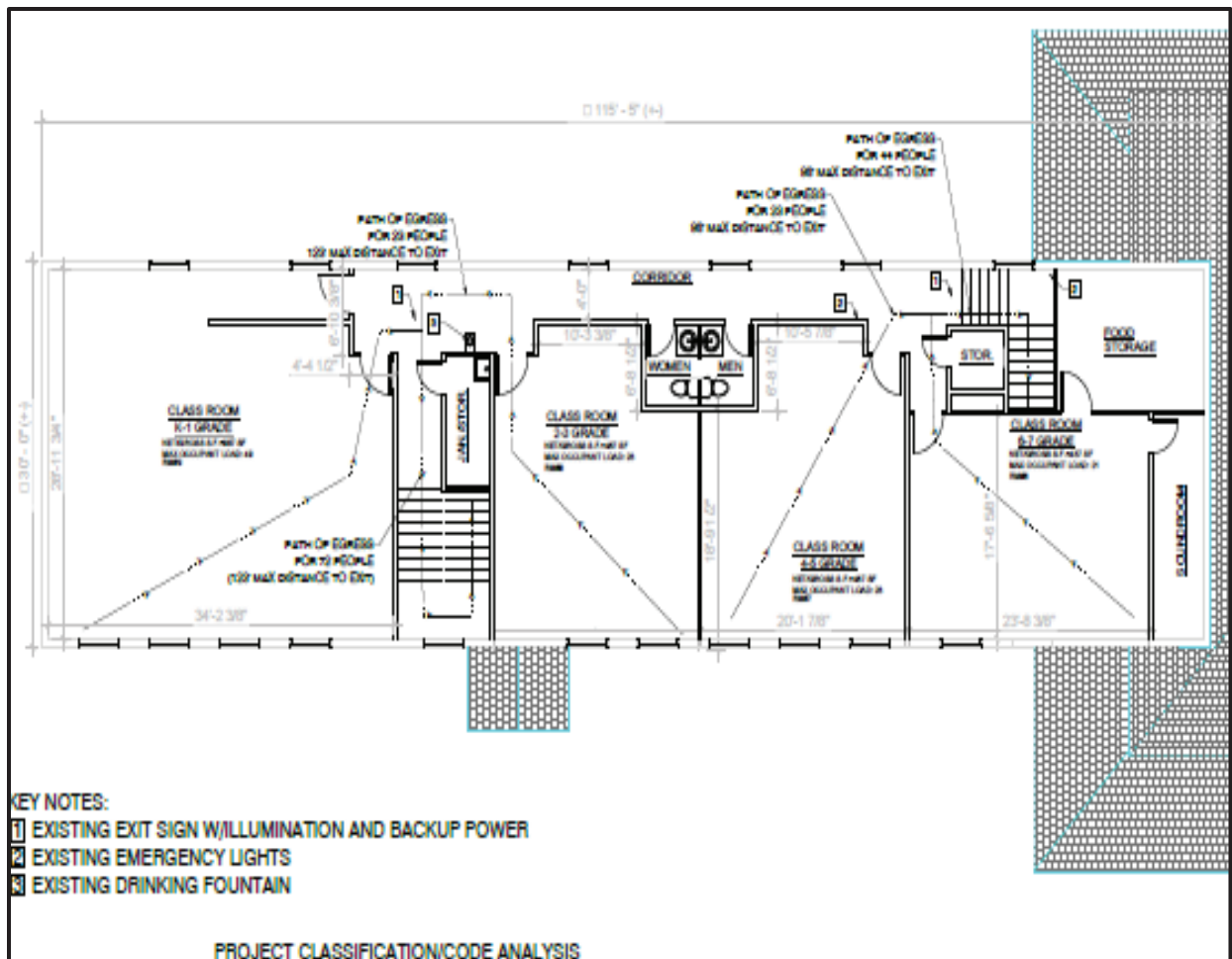




Enlarged First Story Floor Plan



Second Story Floor Plan



Enlarged Second Story Floor Plan

Access/Parking

Access to the project site is from McCourry Boulevard; there are no proposed changes to the existing driveway or parking lot. The number of current parking spaces (65) meets the demand for the existing "Religious Assembly" use type. The "elementary/secondary" use type requires 1 parking space per employee during peak employment shift and .25 per student of driving age. There will be no students of driving age as the application states the school grades will range between kindergarten and 7th grade. The applicant anticipates a maximum of twenty (20) staff persons during peak employment shifts, therefore the proposed additional use requires twenty (20) parking spaces.

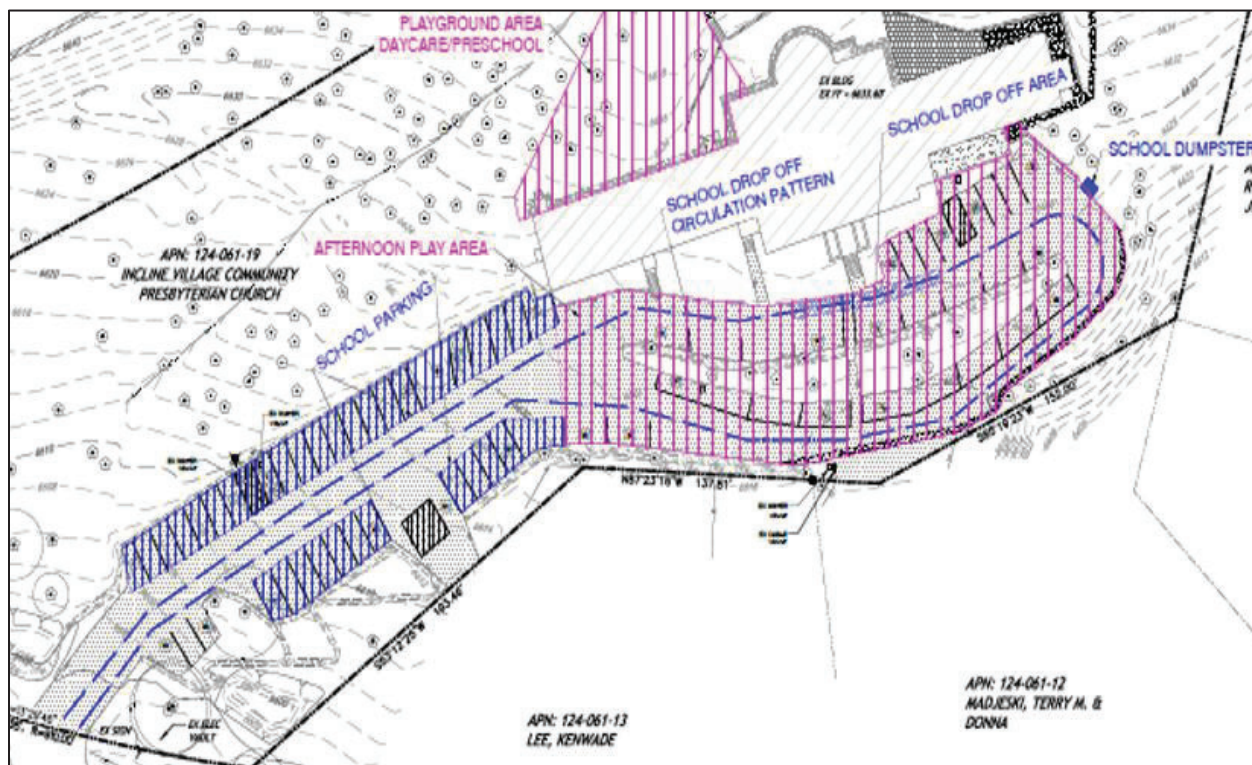
Article 220.1 Tahoe Area Design Standards, Chapter 4 Parking, Loading, and Circulation requires when there is more than one (1) requirement for a given use type, those requirements shall be cumulative. However, *Chapter 4 C. Modification of Standards (2)* states "Shared Parking: Washoe County and TRPA may approve shared parking facilities for two or more uses provided that applicants execute and record reciprocal agreements for shared parking and can make the following findings: (a) the uses have different peak periods, (b) the parking demand will not overlap, and (c) the parking facility is of adequate size to meet demand."

The applicant contends that the maximum parking demand for the "Religious Assembly" use type is predominantly only necessary on the weekends, when the proposed elementary school is not operating; therefore, the applicant is requesting to calculate the parking requirements using the above provision. Conditions of approval require the applicant to record a reciprocal agreement for

shared parking approved by both TRPA and the County prior to business license issuance. The proposed parking lot layout and design meets development standards for the additional elementary use on site with the recordation of a reciprocal agreement for shared parking.

Traffic/Circulation

The proposed traffic pattern for school pick-up and drop-off directs school traffic to enter and exit from Mount Rose Highway onto McCourry Blvd. to avoid an increase of traffic into the neighborhood. To ensure compliance with the traffic pattern, a condition of approval requires all parents or guardians of enrolled students to sign an agreement acknowledging receipt of the school's official drop-off and pick-up requirements.



The applicant submitted a trip generation analysis, prepared by a licensed engineer, summarizing traffic and daily vehicle trips for the proposed use. The trip generation analysis is in accordance with data obtained from the ITE Trip Generation Manual (10th Edition), for Private School (K-8), Land Use Code 534. The analysis assumes each existing room will be used to the maximum capacity allowed.

TRIP GENERATION ANALYSIS SUMMARY						
LAND USE	AM PEAK		PM PEAK		DAILY AVERAGE RATE	
	Average Rate	Trips	Average Rate	Trips	Average Rate	Trips
Private School (K-8) 106 Students	1.04	110.24	0.26	27.56	4.11	435.66
Day Care 61 Children	0.78	47.58	0.79	48.19	4.09	249.49

Reference Fitted Curve Equations – Trip Generation Manual 10th Edition, Vol. 2: Data – Private School (534)

Since the trips generated by the project are over the 80 weekday peak hour trips, the Engineering and Capital Projects Division has recommended approval with the following two conditions:

- *Prior to issuance of the business license to operate the kindergarten through secondary school the applicant shall submit, for approval by the County Engineer, a detailed traffic report prepared by a Nevada licensed professional engineer. The traffic report shall include analysis of the project's anticipated traffic impact on the local roadways, including any mitigation recommendations. Additionally, the traffic report shall analyze the following development scenarios: existing conditions, existing plus project conditions, 2050 horizon baseline conditions, and 2050 horizon plus project conditions.*
- *Prior to issuance of the business license to operate the kindergarten through secondary school the applicant shall submit, for approval by the County Engineer, a detailed traffic circulation plan during school pick-up and drop-off times. This plan shall include delineation of areas used for pick-up, drop-off, queuing, as well as the estimated number and location of personnel directing and coordinating traffic circulation. Additionally, this plan shall ensure that traffic queuing will not occur on McCourry Blvd.*

In addition, North Lake Tahoe Fire Protection District has recommended approval with the following condition to demonstrate emergency ingress/egress compliance prior to business license issuance:

- *Provide detailed documentation on how vehicular ways to main thoroughways will remain compliant despite the increase in vehicles during peak pick-up and drop-off times. This should include strategies to manage traffic to ensure clear ingress and evacuation routes for fire apparatus. Ensure that fire apparatus can enter, maneuver, and retreat quickly to maintain escape routes. Document the design and maintenance plans that support these requirements.*

Noise

Section 110.220.420 (Maximum Community Noise Equivalent Level) determines the maximum community noise equivalent level (CNEL), as defined by the TRPA Code of Ordinances – Chapter 68 Noise, for the Tahoe Planning Area. The maximum CNEL for the Wood Creek regulatory zone is 55dB. While it is unlikely that the proposed additional use of an elementary school would exceed the established noise threshold, the applicant has taken various measures to ensure noise is kept to a minimum, to the extent possible as detailed below.

Village Church has designated specific play areas located away from adjoining residential uses to minimize noise disturbances for neighbors, see site plan above. The application indicates teachers and associated staff will supervise students during recess to ensure they engage in appropriate activities and limit noise to the extent possible. To address neighborhood noise concerns, a condition of approval limits recess to no sooner than 10:00 am to minimize noise impacts during early mornings, when residential areas may be most affected. Should a noise complaint be made, enforcement action would be followed by TRPA and/or Washoe County Code Enforcement staff.

Fire Safety

Private schools must be licensed by the Nevada Department of Education, as well as Washoe County. Washoe County requires businesses to protect the public's health and safety and to ensure that businesses comply with all applicable federal, state, and local codes and regulations.

The business license application and renewal process will require fire safety inspection(s) by the North Lake Tahoe Fire Protection District prior to operating.

Maximum Student Capacity

The applicant states the anticipated enrollment for the first year is for only 8 to 12 students. The request is for 116 students at full capacity; the following is an excerpt from the application's project narrative describing the rationale for the requested maximum occupancy of 116 students:

1. *Future Growth Planning - The primary reason for requesting a maximum student occupancy of 116 students, despite anticipating only 8-12 students in the first year, is to plan for potential future growth. Establishing a higher occupancy limit from the outset allows the school to accommodate organic growth of enrollment over the coming years without needing to repeatedly go through the permit process.*
2. *Cost Effectiveness - Obtaining a Special Use Permit involves a significant time and financial investment. By requesting a higher maximum occupancy initially, the school can avoid the additional costs and administrative burdens associated with applying for permit modifications as student enrollment grows. This approach is more efficient and fiscally responsible.*
3. *Regulatory Compliance Planning – Setting a higher maximum occupancy ensures that the school's infrastructure, such as classrooms, facilities, and amenities will meet future needs. This proactive planning ensures that the school remains in compliance with all regulatory requirements related to space, safety, and accessibility as the student body expands.*
4. *Operational Flexibility - A higher occupancy limit provides the school with greater operational flexibility. This allows for the accommodation of temporary fluctuations in student numbers without needing to seek immediate regulatory approval.*
5. *Transparency and Long-Term Vision – The school's request for a maximum occupancy of 116 students is part of a transparent and long-term vision for the institution's development. By clearly communicating its growth potential, the school aims to build trust and maintain open lines of communication with the community.*

Reviewing Agencies

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

Agencies	Sent to Review	Responded	Provided Conditions	Contact
NDOT (Transportation)	X			
NV Highway Patrol	X			
Washoe County Building & Safety	X			
Washoe County Sewer	X			
Washoe County Traffic	X			
Washoe County Water Rights Manager (All Apps)	X	X		
WCSO Law Enforcement	X	X		
Washoe County Engineering (Land Development) (All Apps)	X	X	X	Rob Wimer, rwimer@washoecounty.gov; Janelle Thomas, jkthomas@washoecounty.gov
Washoe County Engineering & Capital Projects Director (All Apps)	X			
NNPH Air Quality	X			
NNPH EMS	X	X		
NNPH Environmental Health	X	X	X	Jim English, jenglish@washoecounty.gov; Wes Rubio, wrubio@washoecounty.gov; David Kelly, dakelly@washoecounty.gov
Washoe County School District (All TMs)	X	X		
AT&T	X	X		
Incline Village Roads	X			
IVGID	X	X		
North Lake Tahoe FPD	X	X	X	Ryan Sommers, rsommers@nltfpd.net; John James, jjames@nltfpd.net
Tahoe Regional Planning Agency	X			
Tahoe Transportation District	X			

All conditions required by the contacted agencies can be found in Exhibit A, Conditions of Approval.

Neighborhood Meeting

The applicant held a neighborhood meeting on May 16, 2024, at the Village Church (736 McCourry Blvd.) Notices were sent to 220 individual property owners. Thirty-three (33) members of the public were in attendance. Primary concerns revolved around impacts to home values, additional noise, traffic impacts, future expansion and refuse pick up.

In response, the applicant adjusted their application and provided supplemental information to address comments and concerns raised at the meeting. Please see supplemental information/revised application project narrative (Exhibit F) for a detailed response to each of the issues raised. Staff has reviewed the applicant's proposed conditions of approval addressing comments/concerns raised and have incorporated the suggested conditions of approval that are applicable.

Staff Comment on Required Findings

WCC Section 110.810.30, Article 810, *Special Use Permits*, requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the request. Staff has completed an analysis of the special use permit application and has determined that the proposal is in compliance with the required findings as follows.

- (a) Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Tahoe Planning Area.

Staff Comment: The proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Tahoe Planning Area. The use type of “schools - kindergarten through secondary” for an elementary school is permitted in the TA_WC regulatory zone with an approved special use permit.

The proposed additional use at the subject site is compatible with the Tahoe Planning Area which encourages development in areas with existing development and infrastructure; the proposed school would be located in the existing church facility - which remains mostly unutilized during the school week.

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

Staff Comment: There are no new proposed structures or needed public infrastructure improvements. The proposal does not require any right-of-way dedications or street development. Water service and sanitary sewer treatment is provided by the Incline Village General Improvement District (IVGID) and electric utilities to the site are provided by NV Energy.

- (c) Site Suitability. That the site is physically suitable for an elementary school and for the intensity of such a development.

Staff Comment: The school use would be located in an existing church facility which remains mostly unutilized during the day, specifically during the school week. The Engineering Division reviewed the application and provided conditions of approval requiring a traffic report prior to business license sign off. The condition requires an analysis of the project’s anticipated traffic impact on the local roadways and to analyze development scenarios for existing conditions, existing plus project conditions, 2050 horizon baseline conditions, and 2050 horizon plus project conditions.

- (d) Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

Staff Comment: Issuance of the permit is not anticipated to be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area. Both North Lake Tahoe Fire Protection District and the Engineering Division have reviewed the application and provided no objection. Conditions of approval require both departments to review and approve a traffic circulation plan with supplemental information prior to business license sign off.

- (e) Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Staff Comment: There are no military installations in the area.

Recommendation

After a thorough analysis and review, Special Use Permit Case Number WSUP24-0006 is being recommended for approval with conditions. Staff offers the following motion for the Board’s consideration.

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 approve with conditions Special Use Permit Case Number WSUP24-0006 for Village Church, with the conditions included as Exhibit A to this matter, having made all five findings in accordance with Washoe County Code Section 110.810.30:

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

Appeal Process

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

Applicant: AnnMarie Lane, juniperandsage.consulting@gmail.com

Property Owner: Village Church ATTN: Tim Gilbert tgilbert@thevillagechurchnv.org



Conditions of Approval

Special Use Permit Case Number WSUP24-0006

The project approved under Special Use Permit Case Number WSUP24-0006 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on July 8, 2024. Conditions of approval are requirements placed on a permit or development by each reviewing agency. These conditions of approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act.

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

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

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

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

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

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

The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agencies.

- **The DISTRICT BOARD OF HEALTH, through Northern Nevada Public Health (NNPH), has jurisdiction over public health matters. Any conditions set by NNPH must be appealed to the District Board of Health.**

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

Washoe County Planning and Building Division

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

Contact Name – Courtney Weiche, Senior Planner, 775.328.3608, cweiche@washoecounty.gov

- a. The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this special use permit.
- b. The applicant shall include a condition response memorandum with each subsequent permit application or business license application. That memorandum shall list each condition of approval, shall provide a narrative describing how each condition has been complied with, and the location of the information showing compliance with each condition within the improvement plan set that has been submitted.
- c. The applicant shall demonstrate substantial conformance to the project description and application approved as part of this special use permit.
- d. Recess periods shall be prohibited prior to 10:00 am.
- e. Prior to business license approval, the applicant shall provide the following:
 - a. Submit and record a reciprocal agreement for shared parking to be approved by both Washoe County and the Tahoe Regional Planning Agency.
- f. Prior to the commencement of the school year, the applicant shall require all parents or guardians of enrolled students to sign an agreement acknowledging receipt of the school's official drop-off and pick-up policy. This agreement must confirm that they have read and understood the policy and commit to following the designated traffic patterns and all posted traffic signs in the area. Documentation of these signed agreements must be maintained by the school and made available for review upon request of the appropriate Washoe County regulatory authorities.

Washoe County Engineering and Capital Projects

2. The following conditions are requirements of the Engineering Division, which shall be responsible for determining compliance with these conditions.

Janelle K. Thomas, P.E., C.F.M., 775.328.3603, jkthomas@washoecounty.gov

Mitchell Fink, P.E. 775.328-2050, mfink@washoecounty.gov

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitchell Fink, P.E. (775) 328-2050

Conditions:

- a. Prior to issuance of the business license to operate the kindergarten through secondary school the applicant shall submit, for approval by the County Engineer, a detailed traffic circulation plan during school pick-up and drop-off times. This plan shall include delineation of areas used for pick-up, drop-off, queuing, as well as the estimated number and location of personnel directing and coordinating traffic circulation. Additionally, this plan shall ensure that traffic queuing will not occur on McCourry Blvd.

- b. Prior to issuance of the business license to operate the kindergarten through secondary school the applicant shall submit, for approval by the County Engineer, a detailed traffic report prepared by a Nevada licensed professional engineer. The traffic report shall include analysis of the project's anticipated traffic impact on the local roadways, including any mitigation recommendations. Additionally, the traffic report shall analyze the following development scenarios: existing conditions, existing plus project conditions, 2050 horizon baseline conditions, and 2050 horizon plus project conditions.

Northern Nevada Public Health (NNPH), Environmental Health Division, (EHS)

3. The following conditions are requirements of Northern Nevada Public Health (NNPH), Environmental Health Division, (EHS), which shall be responsible for determining compliance with these conditions. The District Board of Health has jurisdiction over all public health matters in NNPH. Any conditions set by NNPH must be appealed to the District Board of Health.

Contact Name – James English, REHS, CP-FS, EHS Supervisor, 775.900.7239, jenglish@washoecounty.gov

- a. Applicant must demonstrate there are adequate bathroom and handwash facilities for the current and proposed increased number of students pursuant to NRS and NAC 444. All handwash facilities must be with permanent plumbing fixtures.
- b. Applicant must demonstrate there are adequate drinking fountains or water stations for the current and proposed number of students at the school pursuant to NRS and NAC 444.
- c. If food is served, the applicant shall indicate the type of food service, and how its prepared, that is being proposed for the school.
- d. Submit a full floor plan for the school including all fixtures, classrooms and bathrooms.
- e. The applicant shall demonstrate that the existing building meets all applicable federal, state and local laws and regulations related to public and environmental health.
- f. No future administrative, planning or construction permits may be issued without review and approval by EHS.
- g. Review of this development application is not an approval of the associated submitted plans or site layout.
- h. The school shall maintain all appropriate health permits with EHS if the application is approved.
- i. Any future building plans and permits must be reviewed and approved by EHS.

North Lake Tahoe Fire Protection District

3. The following condition is a requirement of the North Lake Tahoe Fire Protection District, which shall be responsible for determining compliance with this condition.

Contact Name – John James, Fire Marshall, 775.831.0351 ext. 8131, jjames@nltfpd.net

- a. Provide detailed documentation on how vehicular ways to main throughways will remain compliant despite the increase in vehicles and buses during peak pick-up and drop-off times. This should include strategies to manage traffic to ensure clear ingress and

evacuation routes for fire apparatus. Ensure that fire apparatus can enter, maneuver, and retreat quickly to maintain escape routes. Document the design and maintenance plans that support these requirements.

- b. The NLTFPD is aware of this project and will ensure it adheres to all relevant fire codes upon formal submission to Washoe County for permitting.

*** End of Conditions ***

From: [COOPER, CLIFFORD E](#)
To: [Weiche, Courtney](#)
Subject: WSUP24-0006 (Village Church School) & WSUP24-0005 (Saint Claire's School)
Date: Wednesday, May 15, 2024 10:03:46 AM

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

Courtney,
AT&T does not have any adverse comments regarding these 2 projects.


CLIFF COOPER
SR SPECIALIST-OSP DESIGN ENGINEER
AT&T NEVADA
1375 Capital Blvd rm 115
Reno, NV 89502
ROW Office: 775-453-7578
Cell: 775-200-6015
Email: cc2132@att.com
TEXTING and DRIVING...It Can Wait

From: [Program, EMS](#)
To: [Weiche, Courtney](#)
Cc: [Program, EMS](#)
Subject: FW: May Agency Review Memo I - Case Number WSUP24-0006 (Village Church School)
Date: Friday, May 24, 2024 12:54:30 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[May Agency Review Memo I.pdf](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)

Good Afternoon,






The EMS Program has reviewed the Agency Review Request Case Number WSUP24-0006 (Village Church School) and has no concerns or questions at this time based on the information provided.


Thank you,



Sarah C. Smith (*She/Her/Hers*)
EMS Coordinator
Epidemiology and Public Health Preparedness

O: [775-326-6043](tel:775-326-6043)
1001 E Ninth St. Bldg. B Reno, NV 89512

[NNPH.org](#) |     





Date: **May 30, 2024**

To: Courtney Weiche, Senior Planner

From: Janelle K. Thomas, P.E., C.F.M., Senior Licensed Engineer
Robert Wimer, P.E., Licensed Engineer

Re: Special Use Permit for **Village Church School WSUP24-0006**
APN 124-061-19

GENERAL PROJECT DISCUSSION

Washoe County Engineering staff has reviewed the above referenced application. The Special Use Permit is for the operation of a kindergarten through secondary school and is located on approximately 4.09 acres at the northwest intersection of Mount Rose Highway and McCourry Boulevard. The Engineering and Capital Projects Division recommends approval with the following comments and conditions of approval which supplement applicable County Code and are based upon our review of the site and the application prepared by DOWL. The County Engineer shall determine compliance with the following conditions of approval.

For questions related to sections below, please contact the staff's name referenced.

GENERAL CONDITIONS

Contact Information: Robert Wimer, P.E. (775) 328-2059

Conditions:

No General Engineering Conditions.

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

Contact Information: Robert Wimer, P.E. (775) 328-2059

Conditions:

No Drainage conditions.

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitchell Fink, P.E. (775) 328-2050

Conditions:

1. Prior to issuance of the business license to operate the kindergarten through secondary school the applicant shall submit, for approval by the County Engineer, a detailed traffic circulation plan during school pick-up and drop-off times. This plan shall include delineation of areas used for pick-up, drop-off, queuing, as well as the estimated number

and location of personnel directing and coordinating traffic circulation. Additionally, this plan shall ensure that traffic queuing will not occur on McCourry Blvd.

2. Prior to issuance of the business license to operate the kindergarten through secondary school the applicant shall submit, for approval by the County Engineer, a detailed traffic report prepared by a Nevada licensed professional engineer. The traffic report shall include analysis of the project's anticipated traffic impact on the local roadways, including any mitigation recommendations. Additionally, the traffic report shall analyze the following development scenarios: existing conditions, existing plus project conditions, 2050 horizon baseline conditions, and 2050 horizon plus project conditions.

UTILITIES (County Code 422 & Sewer Ordinance)

Contact Information: Katrina Pascual, P.E. (775) 954-4648

Conditions:

No Utilities conditions.

Date	5-15-24
Attention	Courtney Weiche Senior Planner
Re	Special Use Permit WSUP24-0006 Village Church school
APN	124-061-19
Service Address	736 McCourry
Owner	Village Church

Special Use Permit Case Number WSUP24-0006 (Village Church School) – For hearing, discussion, and possible action to approve a special use permit to establish "schools -kindergarten through secondary" as a permitted use at 736 McCourry Blvd. for an elementary school with a maximum occupancy of 117 students.

- Applicant: Anne Marie Lain
- Property Owner: Village Church

-
- Location: 736 Mccourry Blvd
 - Assessor's Parcel Number(s): 124-061-19
 - Parcel Size: 4.090 acres
 - Master Plan Category: Tahoe – Wood Creek
 - Regulatory Zone: Tahoe - Wood Creek
 - Area Plan: Tahoe
 - Development Code: Authorized in Article 810, Special Use Permits
 - Commission District: 1 – Commissioner Hill
 - Staff: Courtney Weiche, Senior Planner
Washoe County Community Services Department
Planning and Building Division
 - Phone: 775-328-3608
 - E-mail: cweiche@washoecounty.gov

IVGID Comments: This request has no impact to IVGID any future construction permits will have to comply to all IVGID water and wastewater ordinance requirements.

May 29, 2024

Washoe County Community Services
Planning and Development Division

RE: Village Church School; 124-0631-19
Special Use Permit; WSUP24-0006

Dear Washoe County Staff:

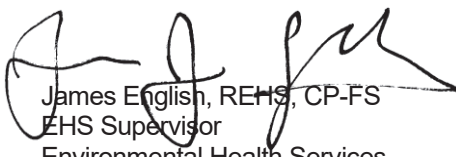
The following conditions are requirements of Northern Nevada Public Health (NNPH), Environmental Health Division, (EHS) which shall be responsible for determining compliance with these conditions.

Contact Name – James English - jenglish@washoecounty.us

- a) Condition #1: EHS has reviewed the application and has multiple conditions for the special use permit application:
 - 1. Applicant must demonstrate there are adequate bathroom and handwash facilities for the current and proposed increased number of students pursuant to NRS and NAC 444. All handwash facilities must be with permanent plumbing fixtures.
 - 2. Applicant must demonstrate there are adequate drinking fountains or water stations for the current and proposed number of students at the school pursuant to NRS and NAC 444.
 - 3. How or what type of food service is proposed for the school?
 - 4. EHS requires a full floor plan for the school including all fixtures, classrooms and bathrooms.
 - 5. If the special use permit is approved, the current building must meet all applicable federal, state and local laws and regulations related to public and environmental health.
- b) Condition #2: No future administrative, planning or construction permits may be issued without review and approval by EHS.
- c) Condition #3: Review of this development review in no means is approval of the attached plans or site layout.
- d) Condition #4: The school must maintain the appropriate health permits with EHS if the application is approved.
- e) Condition #4: The project is proposed on a parcel served by community water and sewerage systems.

If you have any questions or would like clarification regarding the foregoing, please contact James English, EHS Supervisor at jenglish@washoecounty.us regarding all NNPH comments.

Sincerely,


James English, REHS, CP-FS
EHS Supervisor
Environmental Health Services
Northern Nevada Public Health



From: [John James](#)
To: [Weiche, Courtney](#)
Subject: Special Use Permit Case Number WSUP24-0006 (Village Church School) –
Date: Thursday, May 30, 2024 2:04:20 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)
[image004.jpg](#)
[image005.jpg](#)

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Special Use Permit Case Number WSUP24-0006 (Village Church School)

Provide detailed documentation on how vehicular ways to main thoroughways will remain compliant despite the increase in vehicles and buses during peak pick-up and drop-off times. This should include strategies to manage traffic to ensure clear ingress and evacuation routes for fire apparatus. Ensure that fire apparatus can enter, maneuver, and retreat quickly to maintain escape routes. Document the design and maintenance plans that support these requirements.

The NLTFPD is aware of this project and will ensure it adheres to all relevant fire codes upon formal submission to Washoe County for permitting.



John James
Fire Marshal
Office: [775.831.0351](tel:775.831.0351) x8131 | Cell: [775.413.9344](tel:775.413.9344)
Email: jjames@nltfpd.net
[866 Oriole Way | Incline Village | NV 89451](#)





Date: May 23, 2024

To: Courtney Weiche, Senior Planner

From: Timber Weiss, P.E., Licensed Engineer

Re: Special Use Permit Case Number WSUP24-0006 (Village Church School)

GENERAL PROJECT DISCUSSION

For hearing, discussion, and possible action to approve a special use permit to establish "schools -kindergarten through secondary" as a permitted use at 736 McCourry Blvd. for an elementary school with a maximum occupancy of 117 students.

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

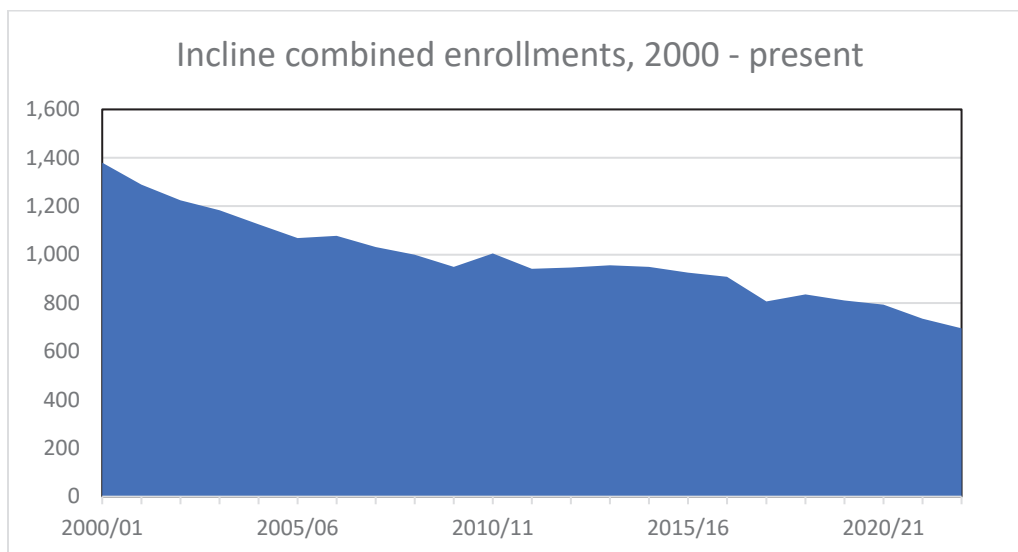
No water rights conditions for this permit. Applicant shall comply with IVGID standards for development.

Dear Washoe County Planning Commission,

In regards to Washoe County Case # WSUP24-0006, Washoe County School District (WCSD) offers the following comments:

WCSD currently operates three schools in Incline Village: Incline Elementary, Incline Middle, and Incline High School. WCSD has long been and continues to support students, families, and school choice. That said, WCSD would like to share some general facts regarding enrollments at these schools:

- All three schools have experienced a steady and significant enrollment decline over the *previous* twenty-plus years, as shown in the below graphic:



- **Note: From 02/03' to 22/23' there was an approximate 43% decline in combined Incline enrollment.**

Notwithstanding the above, WCSD's Board of Trustees has approved a District-wide Facility Modernization Plan (FMP) that is aimed at drastically improving the efficiency and equity of all schools and also includes additional focused studies on the Incline area schools and the declining enrollments. Also, WCSD has recently initiated a ±\$30 million expansion and enhancement to Incline HS, anticipated to be completed in SY 25/26.

Thank you for your time and public service.

Kyle Chisholm

School Property Planning Manager
Washoe County School District, Capital Projects

Office: (775) 789-3810

Email: Kyle.Chisholm@WashoeSchools.Net



From: [Galicia, Amelia](#)
To: [Weiche, Courtney](#)
Subject: FW: May Agency Review Memo I
Date: Tuesday, May 21, 2024 5:51:00 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[May Agency Review Memo I.pdf](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)

Good evening,

The Washoe County Sheriff's Office does not have any comments or concerns regarding items #2 and #3.

Thank you,



Amelia Galicia, Captain

Washoe County Sheriff's Office

Patrol Division

Phone: 775-328-3350

Email: agalicia@washoecounty.us

911 Parr Boulevard

Reno, NV 89512

www.WashoeSheriff.com



From: [Wayne Ford](#)
To: [Weiche, Courtney](#)
Cc: [Lloyd, Trevor](#); [Mullin, Kelly D.](#); scom2000@sbcglobal.net
Subject: Re: Washoe County Development Applications ; WSUP24-0006 Village Church School / WSUP24-005 Saint Clare's School
Date: Tuesday, June 18, 2024 9:02:21 AM
Attachments: [image005.png](#)
[image003.png](#)
[image004.png](#)
[image002.png](#)

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Yes please enter all comments into the record. I am still concerned that the impacts of what Village Church is doing to off set their loss of office area under a Special Use Permit Request, in using a single family residence as a commercial use, does not void their application. If I got a variance for a home and left off half of the project area in the variance zone of change, the variance would not be allowed at all. So as a planner are you supporting the request? I will be looking at your staff report when it is available.

Then there is the lack of documents in the application, that was received by Washoe County for review from Saint Clare's. How can a property owner with standing (withing the notice area) really understand what the scope of the impacts that proposes for a SUP? They cannot.

So the overreaching umbrella for all this was a notice process under the Change in Use Allowed for the Wood Creek area leaving out many, many people was broken. There appears to be no one concerned about fixing it. I can say that for I was left out of that past process.

Wayne Ford
731 Lynda Court.

On Monday, June 17, 2024 at 05:18:52 PM PDT, Weiche, Courtney <cweiche@washoecounty.gov> wrote:

Evening Wayne,

I forwarded your comments to the applicant at the beginning of the month. They have since provided additional information in response late last week. The supplemental information will be provided and made available as an exhibit to the staff report.

I have confirmed the use of an adjacent single family dwelling as office space is not included in the requested SUP application. If there are activities occurring on said parcel, enforcement will be taken separately from the special use permit request. I have already alerted our code enforcement team in response to comments made at the neighborhood meeting.

I am assuming you would like your comments entered into the record as an attachment to the staff report. Please alert me if I am incorrect.



Courtney Weiche

Senior Planner, Planning & Building Division | Community Services Department

cweiche@washoecounty.gov | Direct Line: 775.328.3608

Planning Division: 775.328.6100 | Planning@washoecounty.gov

Visit us first online: www.washoecounty.gov/csd



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

[Submit a Nomination](#)

From: Wayne Ford <waynefordresidentialdesigner@yahoo.com>

Sent: Thursday, May 30, 2024 9:01 PM

To: Weiche, Courtney <CWeiche@washoecounty.gov>

Subject: Re: Washoe County Development Applications ; WSUP24-0006 Village Church School / WSUP24-005 Saint Clare's School

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

Courtney Weiche Planner Washoe County

Both applicants have mislead the County. The Village Church's representative admitted on tape, the voice recording of the Neighborhood I just once again listened to that to off

set the loss of office space because of now needing that space for class rooms, the Church bought a single family residence and have been using the home as a commercial building. That is not legal and also has misrepresented the SUP and the impacts on the Character of the Neighborhood.

The Catholic Church with the current use as a school under their temporary SUP have place storage containers on the property to house supplies for the school. That storage units represents new commercial floor area that was never approved by TRPA. This was not disclosed in the application for a expanded school.

The common factor in both applications is that the scope of the the new uses has not been represented in the applications correctly in the applications I have reviewed and or at the Neighborhood Meeting. That does not allow for the public to assess the impacts on the Neighborhood and where we live.

Wayne Ford
731 Lynda Court.

If you want photos of the home being used and also the storage units I will provide on Monday.

On Thursday, May 30, 2024 at 05:54:12 PM PDT, Weiche, Courtney <cweiche@washoecounty.gov> wrote:

Good Evening Wayne,

I was out of the office yesterday and today. I will review your comments in detail tomorrow and provide you with an update as.

Thank you,

Courtney Weiche

From: Wayne Ford <waynefordresidentialdesigner@yahoo.com>
Sent: Wednesday, May 29, 2024 5:19 PM
To: Weiche, Courtney <CWeiche@washoecounty.gov>; Lloyd, Trevor <TLloyd@washoecounty.gov>; Mullin, Kelly D. <KMullin@washoecounty.gov>
Subject: Washoe County Development Applications ; WSUP24-0006 Village Church School / WSUP24-005 Saint Clare's School

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

Application Requirement Community Services Department. Planning and Building Special Use Permit. Development Application Submittal Requirements.

Application Check List:

7. Proposed Site Plan Specifications (Special use Permit and Stables) : Line item (q) Note by project engineer or design professional indicating compliance With all applicable provision of Washoe County Development Code.

This requirement implies that the application sheet which follows on page 5 have the correct Professional consultant listed. In both of the applications listed above "DOWL " is not the correct Professional Consultant. It was learned that the contact person for DOWL, Ann Marie Lain is no longer employed by the Engineering Firm. It was notice that the neighborhood meeting notice card has the following return address on it. JS (Juniper and Sage Consulting LLC) 1005 N McCarran Blvd Ste115-`120 Reno, NV. 89503. In a call with Greg Lyman, PE of DOWL on May 9th (775-851-00766) he confirmed that Ann Marie Lain was no longer employed by DOWL.

Mr. Lyman PE stated that all documents used for the Regulatory Zone Change to Wood Creek were able to be used for reference as public record. That the current applications for the individual Special Use Permits were not being done by DOWL. They as a Professional Consultant were no longer taking part in the SUP Process.

So who is the "Professional Consultant". Ann Marie Lain of Juniper and Sage Consulting is not a licensed engineer. She is a Consultant for the two applicants and her name and address needs to be move to the area of Professional Consultant and a new application document submitted for these SUP applications. It is clear that as a "Land Use Planner" as stated in the business license, she does not need to be a licensed engineer.

Documents in application: Village Church: 736 McCurry Blvd Incline Village NV. A engineering group called RCI did the Site Plan, Floor Plans, yet there is no Stamp on the plans from the responsible engineer of record. Question: Who is RCI Engineering? I checked with Mary Wilson of RCI. It is clear that the applicant retained Ann Marie Lain as their Consultant for the SUP individual applications at both sites. Ann Marie does not work for RCI Engineering.

Missing Documents Required for Saint Clare's SUP: No site plan other than the one done for the Regulatory Zone Change under Dowl, who is no longer Part of the SUP Process. No stamp on that site plan. No plan that shows parking and the other requirements per the Application Process on pages Which follow Development Application Submittal Requirements. No floor plans for class rooms. (etc.)

Summary: Who are the responsible parties for these SUP applications. Why have they been allowed to go forward for a Board of Adjustment Hearing On July 8th. The applications do not meet the requirement that is needed for public review. In fact in was stated by the narrator who presented the Two applications at the Neighborhood Meeting held on May 16 at the Village Church that those who are requesting the SUP did not need any added Commercial Area (Offices) that was being lost to class rooms.

Neighborhood Meeting on May 16, 2024 / Recorded Tape Available at County.

It was asked of the Village Church's listed representative Mr. Tim Gilbert if the Village Church now owned 770 McCurry Blvd. His reply was yes. The Single Family Residence was bought by the Village Church 07/31/2023. The property has a common boundary line to the Church Parcel. See Assessors Record. It was asked if the property is being used as office space. He said yes. There was at the time of the Neighborhood Meeting on May 16 no home business license for this home. In fact is was admitted by Mr. Gilbert, that in looking at the loss of office space at the Village Church that this Single Residence at 770 McCurry would off set the office space loss with the Special Use Permit for a School's Classrooms. The Church saw this as a better direction to go than adding to the existing Church Structure. This buying of a Single Family Residence for the offset of office space (commercial area) was never mentioned in the narrative for the SUP Permit. In fact now turning a residence into commercial floor area will require a separate process through Washoe County and TRPA.

To use a home to off- set the amount of Class Room Space for the School, it would require that the parcel at 770 McCurry / 124-061-12 have a Boundary Line Adjustment under TRPA and Washoe County Development Code. That the Residence have a change in Zoning , if that could even be allowed. This boundary line adjustment is a public process and at least requires a TRPA Hearing Officers notice and review.

Actions to be taken by Washoe County

So I am requesting that the Planning Department have WSUP24-0006 Village Church School be withdrawn for lack of a proper application. That it be Rejected for not being accurate on the scope of the application by not including the Residence at 770 McCurry Blvd. That the responsible Professional Consultant is still not understood. That all this critical information makes it impossible to understand the impacts on the Character of a Neighborhood. The public has been mislead by a confusing application and important information not being provided.

So I am requesting that the Planning Department have WSUP24-005 Saint Clare's School be withdrawn for the lack of proper application. That key requirements for a site plan, parking plan, and floor plans not provided do not allow for proper public review to the scope of the SUP. That the SUP has no traffic impact review.

Personal Opinion:

Applications need to be correct. One cannot leave out importing facts and expect the house to stand that is built on sand.

I am not questioning the honesty of those who want to have options for educations for K-12. Yet this is where I live with my family and I have excepted that for the Character of the Neighborhood to be upheld, there have been time tested Zoning for a area, that has Single Family Homes. The introduction of STR's has Impacted the Character In a very negative way. Those who want options for the control of what is taught in schools should not expect that my homes environment should be degraded to allow for their education goals to be met. Build a faith based school, where the zoning allows for it and I will support it. I brought my kids up in a Christian Home and they went to secular schools. In fact my kids went to the Village Church Preschool.

Sincerely

Wayne Ford .
731 Lynda Court
Incline Village, NV. 89450

Sent from [Mail](#) for Windows

June 25, 2024

Dear Members of the Washoe County Board of Adjustments,

I am a resident in the Tahoe Wood-Creek Regulatory Zone. I support school choice as well as faith based education, however our neighborhood was not zoned to house schools. I just have to mention that we have an excellent public education school system in town! The developers of Incline Village had well laid out plans as to where schools would be located and sold properties based on their zoning and plans. The schools in Incline Village are all located in a central area of town that are easily serviced by the NLTFPD and WCSD simultaneously in case of an emergency. The town is currently working on a wildfire evacuation plan as we speak.

The St Francis of Assisi Church and Village Church have hired a professional land use planning firm, DOWL, to push this re-zoning of 5 (not 2) parcels in our residential neighborhood. They are a well oiled machine that have organized a letter writing and "public comment" campaign with opinions that don't reflect the feelings of the Washoe County Tax Payers that LIVE in The Tahoe Wood-Creek Regulatory Zone. Call me crazy but I believe that DOWL is also retained by Washoe County to represent them on various numbers of land use "projects". Right from the start DOWL invited the required property owners of the neighborhood to a "neighborhood meeting" and filed the paperwork for the proposed zoning change within days. The "comment cards" that were passed out at the end of the "NEIGHBORHOOD" meeting were never explained. DOWL said don't worry all of your live comments are being recorded (taped) to review later. Somehow the data collected from the "Neighbors" comment cards (at least 90% of them) included comments from MANY Parents of current students, Founders, Students and Teachers of the proposed schools WHO DO NOT LIVE in the neighborhood. Shockingly in favor of THEIR school! Please listen to the recording of the first neighborhood meeting from June 2nd 2023 to get an accurate depiction of the overwhelming opposition to the re-zoning. There is also a petition signed by over 50 residents of Wood-Creek that says they are "Strongly Opposed" to the re-zoning.

DOWL(now referred to as Juniper and Sage Consulting Firm) does a very good job of making it look like this is supported but in reality, it is NOT!

Shockingly this Washoe County rezoning and "Temporary" TRPA permit have now been granted! The rezoning allows K through 12th schools on their parcels. That is ridiculous at either location based on many factors. I hope this is where the Board of Adjustments steps in! Neither location has enough space or infrastructure to house K-12 students. Before you grant any SUPs please visit the locations and observe their space for classrooms. St Clair's, at 701 Mt Rose HWY, has had multiple commercial storage containers on their property to store classroom supplies for over 2 years! They only have 42 students now and are proposing 60 students. That would surely put more unsightly storage containers **in our neighborhood!**

I will try and get to the point:

No Storage Containers on their Property! If their facilities can't store their supplies, they need LESS STUDENTS!

Their Recess/Outdoor space (playground) should be located as far away from the neighbor's properties as possible! The St Clair's current location of their playground faces neighboring properties and is too loud and disruptive to the enjoyment of the residential neighborhood. Currently it occupies multiple ADA handicap parking zones.

Require No Parking Signs along 431 (Mt Rose Hwy) and at the intersections where Kelly Drive and McCourry Blvd meet Hwy 431 and require parents to use the churches/schools parking spaces **only**. The congestion is dangerous when pulling out onto the highway because of blocked visibility. Transitioning from the neighborhood to a 45 MPH zone is difficult enough without their cars parked on a major Nevada State Highway. Mount Rose Highway is also one of the very limited **emergency**

fire evacuation routes out of the Tahoe Basin. Both schools are located on this very important route.

Their application requests permission to put 60 students at St. Clair's and 116 Students at the Village Church School. They just don't have room for all these students. Therefore, they will be asking (next) for permission to put temporary portable modular classrooms at these locations. That request should be denied and it should be specified that they are not allowed in their SUPs **before** this happens. It should read "no modular units allowed". I'm sure you wouldn't want them in your neighborhood as they would certainly change the look and feel of any single-family residential neighborhood.

PreK-2nd grade **only** with a maximum of 40 students at each school along with the rest of the above limitations, should lessen the effects of quiet enjoyment of the neighborhoods around these proposed locations.

I can assure you the residents of the Tahoe Woodcreek Regulatory zone are strongly opposed to these applications! The Tahoe Area Master Plan was well thought out and completely and purposely excluded schools in this area.

Please limit their operations at these two locations or deny their SUP completely.

Thank you for your consideration,

The Comstock Family

30 year residents of Washoe County and the Tahoe Woodcreek neighborhood

Special Use Permit allows a piece of property or land to be used in a manner that deviates from the normally accepted use in the area!

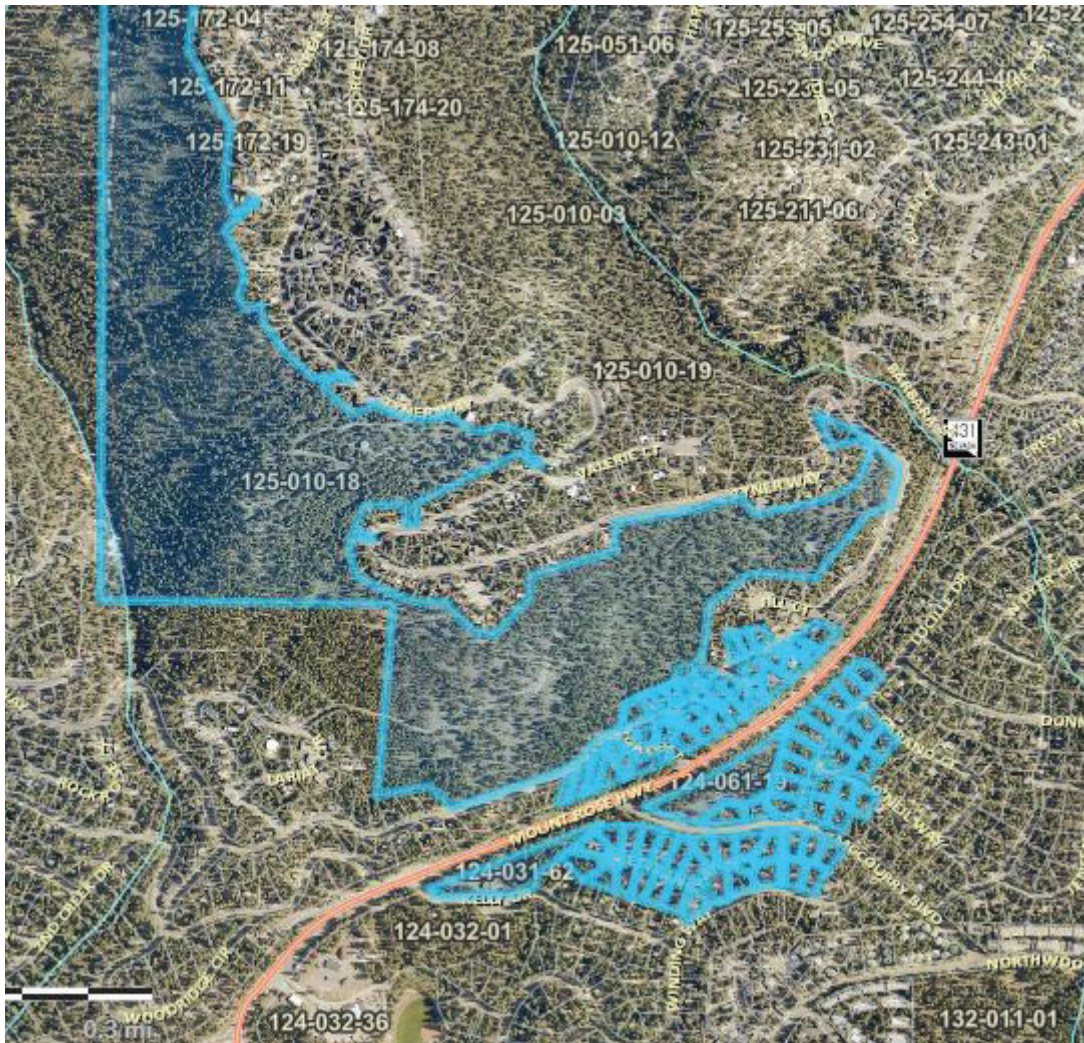
Mitigation is the reduction of something HARMFULL or the reduction of its harmful effects!

Mitigation is the action of reducing the severity, seriousness or painfulness of something!

Mitigation is the process or result of making something less severe, dangerous, painful, harsh, or damaging!

Public Notice

Washoe County Code requires that public notification for a special use permit must be mailed to a minimum of 30 separate property owners within a minimum 500-foot radius of the subject property a minimum of 10 days prior to the public hearing date. A notice setting forth the time, place, purpose of hearing, a description of the request and the land involved was sent within a 500-foot radius of the subject property. A total of 84 separate property owners were noticed a minimum of 10 days prior to the public hearing date.



Public Notice Map

WSUP24-0006 (Village Church)

Community Services Department

Planning and Building

SPECIAL USE PERMIT

(see page 7)



Community Services Department
Planning and Building
1001 E. Ninth St., Bldg. A
Reno, NV 89512-2845

Telephone: 775.328.6100

Washoe County Development Application

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

Project Information		Staff Assigned Case No.: <u>Courtney Weiche</u>	
Project Name: Village Church Special Use Permit, School Use			
Project Description: A Special Use Permit to establish "schools-kindergarten through secondary" as a permitted use.			
Project Address: 736 McCourry Blvd, Incline Village NV 89451			
Project Area (acres or square feet): 4.090 acres			
Project Location (with point of reference to major cross streets AND area locator): Located at the Northwest intersection of Mount Rose Hwy and McCourry Blvd.			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
124-061-19	4.090 acres	N/A	N/A
N/A	N/A	N/A	N/A
Indicate any previous Washoe County approvals associated with this application: Case No.(s). SPB8-23-87			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: Village Church		Name: DOWL	
Address: 736 McCourry Blvd		Address: 5510 Longley Lane	
Incline Village, NV	Zip: 89451	Reno, NV	Zip: 89511
Phone: 775-831-0784	Fax: N/A	Phone: 775-284-7894	Fax: N/A
Email: info@thevillagechurchnv.org		Email: alain@dowl.com	
Cell: N/A	Other: N/A	Cell: N/A	Other: N/A
Contact Person: Tim Gilbert		Contact Person: AnnMarie Lain	
Applicant/Developer:		Other Persons to be Contacted:	
Name: N/A		Name: N/A	
Address: N/A		Address: N/A	
N/A	Zip: N/A	N/A	Zip: N/A
Phone: N/A	Fax: N/A	Phone: N/A	Fax: N/A
Email: N/A		Email: N/A	
Cell: N/A	Other: N/A	Cell: N/A	Other: N/A
Contact Person: N/A		Contact Person: N/A	
For Office Use Only			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

**Special Use Permit Application
Supplemental Information**
(All required information may be separately attached)

1. What is the project being requested?

See attached Narrative

2. Provide a site plan with all existing and proposed structures (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.)

See attached Narrative

3. What is the intended phasing schedule for the construction and completion of the project?

See attached Narrative

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

See attached Narrative

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

See attached Narrative

6. What are the anticipated negative impacts or affect your project will have on adjacent properties? How will you mitigate these impacts?

See attached Narrative

7. Provide specific information on landscaping, parking, type of signs and lighting, and all other code requirements pertinent to the type of use being purposed. Show and indicate these requirements on submitted drawings with the application.

See attached Narrative

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

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

9. Utilities:

a. Sewer Service	see attached narrative
b. Electrical Service	see attached narrative
c. Telephone Service	see attached narrative
d. LPG or Natural Gas Service	see attached narrative
e. Solid Waste Disposal Service	see attached narrative
f. Cable Television Service	see attached narrative
g. Water Service	see attached narrative

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

h. Permit #	N/A	acre-feet per year	N/A
i. Certificate #	N/A	acre-feet per year	N/A
j. Surface Claim #	N/A	acre-feet per year	N/A
k. Other #	N/A	acre-feet per year	N/A

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

N/A

10. Community Services (provided and nearest facility):

a. Fire Station	North Lake Tahoe Fire Protection District (Station I11)
b. Health Care Facility	Incline Village Community Hospital
c. Elementary School	Incline Elementary School
d. Middle School	Incline Middle School
e. High School	Incline High School
f. Parks	Preston Field (700 Tahoe Blvd)
g. Library	Incline Village Library (845 ALDER AVE)
h. Citifare Bus Stop	Tahoe Truckee Area Regional Transportation

SPECIAL USE PERMIT APPLICATION

VILLAGE CHURCH

APRIL 2024

Prepared for:

Village Church
736 McCourry Blvd
Incline Village, NV 89451

Prepared by:



5510 Longley Lane
Reno, NV 89511

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APPENDICES

Appendix 1: Site Plan

Appendix 2: Traffic Memo

1.0 INTRODUCTION

General Information

Applicant: **Village Church**
736 McCourry Blvd
Incline Village, NV 89451
Contact: Tim Gilbert
Phone: 775.831.0784
Email: info@thevillagechurchnv.org

Prepared by: **DOWL**
5510 Longley Lane
Reno, NV 89511
Contact: AnnMarie Lain Phone:
775.284.7894
Email: alain@DOWL.com

Project Location: 597 Kumle Lane
Reno, NV 89509

Parcel ID Number(s): 124-061-19

Master Plan Designation: Tahoe Area Plan: Residential

Zoning: Tahoe Area Plan: Wood Creek
Regulatory Zone

Site Area: Approximately ±4.09 acres

2.0 PROJECT SUMMARY

2.1 Project Request

On behalf of the applicant, Village, DOWL has prepared a request for a Special Use Permit to establish “schools- kindergarten through secondary” as a permitted use on the subject property located at 736 McCourry Blvd, Incline Village, NV 89451. The applicant is proposing a maximum of 165 students as a condition of approval.

2.2 Applicant Background

Village Church has been operating a Christian day-care/preschool since 1984 with an approved Special Use Permit (SPB8-23-87). The existing day-care/preschool, Village Christian Preschool and Childcare Center, is licensed by Washoe County Human Service Agency for ages between 6 weeks and 15 years old. Given the increase demand for value-based education, the church is requesting to expand its educational offering from day and pre-school to K-5th grade, in accordance with its current Nevada licensing and the laws and regulations of Washoe County and the State of Nevada. The current maximum enrollment for the daycare/preschool is 50 students. The church has always had a dream of having an elementary school to complement the preschool and continue faith-based education for the children in the community. Village Church is responding to the needs in their community to offer faith-based education. The Village Church school will operate as a non-profit, is affiliated with formally religious entity, and will include regular forms of worship and religious instruction in curriculum. The Village Church school is considered a “religious institution” defined by the United States Department of Justice, which includes schools where the facilities are used for both secular and religious educational activities. This Special Use Permit application has been submitted on behalf of Village Church which is located within the Washoe County Tahoe Area Plan and the residential regulatory zone of Wood Creek. Residential regulatory zones focus primarily on single family dwellings and are intended to provide a “broad scope” of public service to serve the residential communities. In the Wood Creek regulatory zone, schools are an allowed use with an approved Special Use Permit.

2.3 Project Description

The project site consists of parcel lot 124-061-19 located at the Northwest intersection of Mount Rose Highway and McCourry Boulevard. The existing facility consists of ±4.09 acres. The K-5th grade students will be accommodated with existing rooms and space within buildings. No site or building improvements are proposed.

The subject site is within the Wood Creek Regulatory Zoning District. The site is adjacent to residential uses to the north, south, and east, and west. The adjacent land uses are all within the Washoe County Tahoe Area Plan.

Table 1: Zoning

Adjacent Zoning and Land Use		
North	Wood Creek (TA_WC)	Residential and Short-Term Rentals
South	Wood Creek (TA_WC)	Residential and Short-Term Rentals
East	Wood Creek (TA_WC)	Residential and Short-Term Rentals
West	Incline Village #4 (TA_IV4)	Residential and Short-Term Rentals

The proposed project does not require any right-of-way dedications or street development. Water service for the property is already provided by Truckee Meadows Water Authority (TMWA). Sanitary sewer treatment is provided by the Incline Village General Improvement District (IVGID) and electric utilities to the site are provided by NV Energy.

The subject site has frontage along Mount Rose Hwy with existing driveway access on McCourry Blvd (**Appendix 1- Site Plan**). There are no proposed changes to the existing driveway or parking lot. Per the trip generation analysis, the trips generated by the proposed development are over the 80 weekday peak hour trips and under the 200 peak hour trips (**Appendix 2 – Traffic Memo**).

The proposed parking lot layout and design provides for adequate parking area circulation including ingress, egress, on-premises circulation, and maneuvering. The proposed site layout provides necessary access for service and emergency vehicles and provides safe and convenient interaction between vehicles and pedestrians. Parking capacity to serve the new facility is provided at or above the rate that is required by Washoe County, as reflected in the Parking Analysis table provided below.

Table 2: Parking

Parking Analysis	
Child Care Per Assembly (1/1000 sf)	14
Per Child (1 space/8 children – assume 165 children)	20
Per Employee Staff Parking - assume 22	22
TOTAL PARKING REQUIRED	56
TOTAL PARKING AVAILABLE	65

2.4 Community Engagement

Notification was sent to property owners within 750ft of the proposed amendment location on May 18, 2023. A neighborhood meeting was held on June 2, 2023, at Saint Francis of Assisi located in Incline Village. The purpose of the neighborhood meeting was to inform residents about the proposed Development Code Amendment and subsequent SUP application and gather community input before submitting a formal application to the county. Public concerns voiced at the meeting included traffic, noise, environmental impacts, fire safety, and the potential negative impact to public schools. The following sub-paragraphs are included in this narrative to address the concerns noted throughout the community engagement process.

Traffic

One of the concerns mentioned during public engagement was the proximity of the school to Mt. Rose highway. Village Church has been operating a childcare center on this site for more than 20 years. There is a large landscape buffer and elevation change between the school and Mt. Rose Highway (**Appendix 1 – Site Plan**).

Noise

TRPA Code of Ordinances Chapter 68 establishes noise limitations based on the Community Noise Equivalent Level (CNEL), which is a measure of noise that is the logarithmic average of single noise event values as measured by a noise monitor. It is not anticipated that the school use would exceed the noise level threshold, and code enforcement actions would be followed by TRPA should a noise complaint be filed against the school. To mitigate potential concerns, Village Church has employed several strategies to reduce noise for neighbors during recess. Village Church has designated specific play areas away from residential properties to minimize noise disturbances for neighbors. By strategically locating outdoor play areas, Village Church has proactively reduced the impact of noise on surrounding communities. Village Church teachers and staff are committed to supervising students during recess to ensure they engage in appropriate activities.

Environmental Impacts

The proposed SUP utilizes existing infrastructure and does not have an increase footprint on the environment. Trash is contained in a bear safe enclosure to deter bear activity in the vicinity. Utilizing an already existing building offers several environmental benefits. Repurposing buildings helps prevent the need for new construction, which in turn reduces urban sprawl. This helps preserve natural habitats that would have otherwise been converted into new developments. Using an existing building requires fewer material and resources compared to constructing a new one. This reduces the demand for raw materials such as wood, concrete, and steel, which helps conserve natural resources and reduces energy consumption associated with extraction and manufacturing processes. Overall, utilizing existing buildings during a time when they would otherwise be vacant is a sustainable practice that promotes the responsible land use, conserves resources, and preserves the unique character and history of communities.

Fire Safety

In the State of Nevada, all private schools must be licensed by the Nevada Department of Education as well as the county in which they operate. Washoe County regulates businesses to protect the public's health and safety and to ensure that businesses comply with all applicable federal, state, and local codes and regulations. The business license application and renewal process for private schools requires a fire safety inspection. Within the Tahoe Basin, including Incline Village, private schools are required to pass a fire safety inspection by the North Lake Tahoe Fire Protection District prior to operating.

Impact to Public Schools

Although the TRPA code definition of schools includes both secular and denominational schools, the Tahoe Area Plan fails to identify or address faith-based education within the community. Chapter Six: Public Services and Facilities of the Tahoe Area Plan provides the policy context for future public and quasi-public facilities; it provides basic information about existing and planned public facilities such as schools but does not provide an overview or discussion about denominational or other private schools.

During the 2021-2022 school year the State of Nevada saw an increase of approximately 1,466 students enrolled in private schools across the state, which was a 7.6 percent increase in private school enrollment compared to the previous year. That growth repeated at approximately the same rate for the 2022-2023 school year which added another 1,506 students enrolled in private school.

The Religious Land Use and Institutionalized Persons Act (RLUIPA) of 2000 is a civil rights law that protects individuals and religious assemblies and institutions from discriminatory and unduly burdensome land use regulations. RLUIPA provides protections against (a) land use regulations that impose a substantial burden on religious exercise (b) unequal treatment for religious assemblies or institutions in zoning laws (c) religious or denominational discrimination (d) exclusion of religious assemblies from a jurisdiction; and (e) unreasonable limitation of religious assemblies within a jurisdiction.

Denying a Special Use Permit to establish a faith-based school based on a potential negative impact to public schools whether the potential impact is perceived or real would be a clear violation of RLUIPA.

2.5 Approval Criteria

Findings

To approve a Special Use Permit, the Planning Commission shall find, in accordance with Section 110.810.30 Washoe County Development Code, that:

- 1) Consistency: The proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the applicable area plans:

Response: The proposed SUP is in substantial compliance with the policies and action programs of the Washoe County Masterplan. It supports the following policy identified in the Public Service and Facilities Element of the Washoe County Masterplan: *PSF 7.1 Provide an adequate level of school services for Washoe County residents in response to growth in Washoe County.*

The proposed SUP is compatible with the Tahoe Area Plan which encourages sustainable development into areas with existing development and infrastructure. The use of the already existing church facilities that remain mostly unutilized during the day supports the goals and policies of the Tahoe Area Plan.

The Wood Creek Regulatory zone is generally located west of Mt. Rose Highway, south of College Drive, east of Village Blvd, and north of Tahoe Blvd. The Wood Creek Regulatory Zone is one of 16 residential regulatory zones in the plan area. These regulatory zones focus primarily on single-family dwellings but allow other use types such as multi-family and a wide variety of public service and resource management uses. The primary vision for residential regulatory zones is to maintain safe and functional residentially focused neighborhoods, with development that contributes to the desired community character.

The subject site is identified in the regional plan land use map as residential. The purpose of this classification is to identify density patterns related to both the physical and manmade characteristics of the land **and** to allow accessory and non-residential uses that complement the residential neighborhood. The proposed use within residential areas is consistent with this goal by offering educational services which are desired within close proximity to residential uses.

The proposed SUP is intended to facilitate the establishment of faith-based schools that are not otherwise provided for within the jurisdiction. The proposed SUP promotes the general

welfare of the community, lessens traffic congestion by providing faith-based education to establish within the communities they serve, facilitates the adequate provision of schools, and promotes the social advantages gained from an appropriately regulated use of land.

- 2) Improvements: Adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, and an adequate public facilities determination has been made in accordance with Division Seven;

Response: No new proposed structures, improvements, or signs are proposed with this request, Appendix 1 (Site Plan). This parcel is especially suitable for this use. It has frontage along a major corridor and provides adequate existing on-site parking. Approval of the SUP in an existing facility that is currently underutilized during school hours balances the social health of the community by providing a faith-based option for school without the impacts new development can sometimes have on the surrounding areas.

- 3) Site Suitability: The site is physically suitable for the type of development and for the intensity of development.

Response: There will be no change to the physical structure and the density and intensity will mimic existing religious services associated with the current operations on the subject site.

- 4) Issuance Not Detrimental: Issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injuries to the property or improvement of adjacent properties, or detrimental to the character of the surrounding area; and

Response: Approval of the SUP will improve the quality of the region for residents by providing local access to faith-based education. Village Church will be operating in an underutilized property within a developed area.

Approval of the SUP will not significantly change the existing development pattern in the Wood Creek neighborhood. The following Public Service uses are allowed within the Wood Creek regulatory zone with a Special Use Permit: day care center/preschools, churches, cultural facilities, and local assembly and entertainment. The inclusion of the requested use within an existing church campus will not result in a significant change in development patterns within the neighborhood and would improve educational resources and options for residents.

The proposed SUP will not be injurious or disturbing to the health, safety, enjoyment of property, or general welfare of persons or property in the neighborhood, or general welfare of the region. The applicant has taken reasonable steps to protect against any such injury and to protect the land, water, and air resources of both the applicant's property and that of surrounding property owners.

- 5) Effect on a Military Installation: Issuance of the permit will not have detrimental effect on the location, purpose or mission of the military installation.

Response: The proposed SUP is not in proximity to a military installation on therefore will not have detrimental effect on the location, purpose or mission of the military installation.

3.0 CONCLUSION

As evidenced throughout this narrative and attached exhibits, the requested Special Use Permit to establish “schools- kindergarten through secondary” as a permitted use on the subject property located at 736 McCourry Blvd, Incline Village, NV is consistent with the governing approval. Therefore, the applicant respectfully requests county approval of this request.

Table 4: Landscaping

Landscape Analysis	
Site Area	79,072 sq ft
Required Landscape Area (20%)	15,814 sq ft
TOTAL LANDSCAPE AREA PROPOSED	24,987 sq ft

1.1 Traffic

The proposed project does not meet the thresholds that would require a Traffic Impact Analysis. The estimated trip generation for all uses on the lot collectively is less than 100 trips per peak hour and therefore does not require a traffic entry and access study. A private fraternal organization is categorized as an Institutional and Community Service type use, which has a peak hour trip rate of three per 1,000 square feet of building coverage.

1.2 Rational Phasing Plan

The majority of the project area will be mass graded as part of this project and adequate utilities installed to allow for future development of the site. The proposed project provides for a rational plan for subsequent phases of future development are dependent on funding.

2.0 ANALYSIS OF FINDINGS

2.1 Special Use Permit Findings

Per Washoe County Development Code Section 110.810.30 Findings, prior to approving an application for a special use permit, the Planning Commission shall find that all of the following are true:

WCDC 110.810.30 (a-e) Findings

- a) Consistency: The proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the applicable area plan.

Response: Approval criteria is met, see further discussion in sub-paragraph 3.2 through 3.6.

- b) Improvements: Adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadway system and an adequate public facilities determination has been made in accordance with Division Seven;

Response: Approval criteria is met, see further discussion in sub-paragraph 3.2 through 3.6.

- c) Site Suitability. *The site is physically suitable for the type of development and for the intensity of development.*

Response: Approval criteria is met. See paragraph 3.2.

- d) Issuance Not Detrimental. *Issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injuries to the property or improvements of adjacent properties or detrimental to the character of the surrounding area; and*

Response: Approval criteria is met. See paragraph 3.4.

- e) Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Response: Approval criteria is met. The project site is located in an area with existing public facilities, including road, water, sewer, and other public services. Elk's Lodge members utilizing the RV spaces will have 24 access to Elks Lodge restroom and bath facilities as well as a sanitary dumping station for the discharge of vehicle retention tanks. On site trash disposal will utilize the existing Elk's Lodge trash receptacles.

- f) The characteristics of the use as proposed and as may be conditioned are reasonably compatible with the types of use permitted in the surrounding area.

Response: Approval criteria is met. See paragraph 3.2.

- g) The granting of the conditional use permit will not be material detrimental to the public health, safety, or welfare. The factors to be considered in evaluating this application shall include:

- a. Property damage or nuisance resulting from noise, smoke, odor, dust, vibration, or illumination; and
- b. Any hazards to person and property.

Response: As indicated in this report and attached appendices, the granting of the CUP will not result in any property damage or nuisance resulting from noise, smoke, odor, dust, vibration, or illumination; or in any hazard to persons or property. Approval criteria is met, a preliminary landscape plan, preliminary lighting and photometric analysis, and preliminary civil improvement plan have been prepared as part of the project application approval submittal.

3.0 CONCLUSION

As evidenced through this narrative and associated documents, the applicant's CUP and alternative compliance request are consistent with long-range policies and regulations governing the allowance of these requests. It is for these reasons and others outlined within this narrative that the applicant respectfully requests the City of Reno's Planning Commission approval of this application.

AGENCY REVIEW SET

BMP MAINTENANCE PLAN

- A. ALL DROP INLETS, INFILTRATION TRENCHES, SWALES, SEDIMENT TRAP CLEAN OUTS AND OTHER PERMANENT BMPs TO BE INSPECTED BIENNIALY.
- B. ALL DEBRIS, LITTER, SEDIMENT OR OTHER FOREIGN OBJECTS FOUND DURING INSPECTION ARE TO BE REMOVED AND DISPOSED OF PROPERLY.

EXISTING SITE COVERAGE:

BUILDING(S) FOOTPRINT AREA: 10,352 SF = 0.24 ACRES
 DRIVEWAY AREA: 28,419 SF = 0.65 ACRES
 MISCELLANEOUS IMPERVIOUS AREA (CONCRETESLABS, DECKS, STAIRS, WALKWAYS): 2,106 SF = 0.05 ACRES
 TOTAL IMPERVIOUS AREA: 40,877 SF = 0.94 ACRES

BMP NOTES:

1. ALL BARREN SOIL NEEDS TO BE REVEGETATED OR MULCHED.
2. THREE INCHES OF GRAVEL IS REQUIRED UNDER ALL RAISED DECKS.
3. GRAVEL INFILTRATION TRENCHES TWO FEET WIDE ARE REQUIRED UNDER ROOF DRIPLINE OR 5 FOOT WIDE BY 3 INCH DEEP GRAVEL. SEE PLAN FOR CAU. OUT
4. RUN OFF FROM IMPERVIOUS AREAS IS TO BE DIRECTED TO INFILTRATION AREAS VIA SLOTTED CHANNEL DRAINS OR SWALES.
5. ALL GRAVEL TO BE USED FOR INFILTRATION TRENCHES SHALL BE 3/4" TO 1 1/2" DIAMETER GRAVEL WASHED.
6. ALL DRIP LINES MUST HAVE A BORDER (SEE DRIPLINE DETAIL).

NOTE:

QUANTITIES ARE SUPPLIED FOR INFORMATIONAL PURPOSES ONLY. CONTRACTOR SHALL NOT BASE HIS BID OFF THESE NUMBERS. CONTRACTOR SHALL PERFORM AN INDEPENDENT TAKE-OFF PRIOR TO BIDDING PROJECT.

EXISTING LANDSCAPING AND SHRUBS ARE PROVIDED IN FRONT OF BUILDING UNDER THE ROOF DRIPLINE. THEREFORE, GRAVEL INFILTRATION TRENCHES TWO FEET WIDE UNDER THE ROOF DRIPLINE ARE NOT REQUIRED IN THE FRONT OF THE BUILDING.

LAND CAPABILITY DISTRICT: 4

SOILS TYPE: IN D & HE

GROSS LOT AREA: 178,944 SF

ZONING (TRPA): LDR

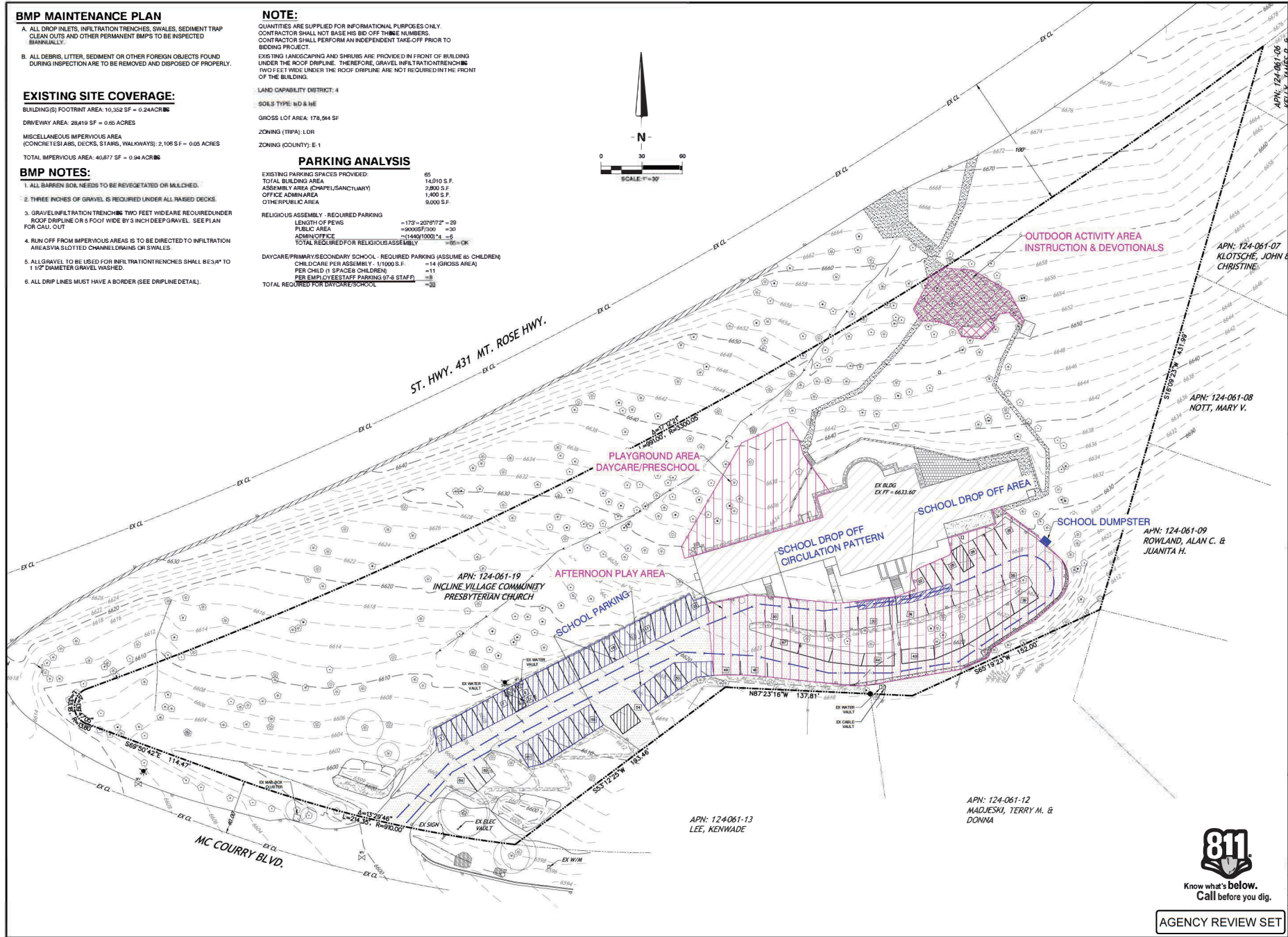
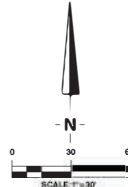
ZONING (COUNTY): E 1

PARKING ANALYSIS

EXISTING PARKING SPACES PROVIDED: 65
 TOTAL BUILDING AREA: 14,910 S.F.
 ASSEMBLY AREA (CHAPEL/SANCTUARY): 2,800 S.F.
 OFFICE ADMIN AREA: 1,400 S.F.
 OTHER PUBLIC AREA: 9,000 S.F.

RELIGIOUS ASSEMBLY - REQUIRED PARKING
 LENGTH OF PEWS: 173'-207'7" = 29
 PUBLIC AREA: 9000 SF/300 = 30
 ADMIN/OFFICE: 1400/1000 = 1.4
 TOTAL REQUIRED FOR RELIGIOUS ASSEMBLY: 69.4 = 69 OK

DAYCARE/PRIMARY/SECONDARY SCHOOL - REQUIRED PARKING (ASSUME 65 CHILDREN)
 CHILD CARE PER ASSEMBLY: 1/1000 S.F. = 14 (GROSS AREA)
 PER CHILD (1 SPACES CHILDREN): 11
 PER EMPLOYEE/STAFF PARKING (7-8 STAFF): 8
 TOTAL REQUIRED FOR DAYCARE/SCHOOL: 30



Engineering • Surveying • Water Rights Resources • Environmental Services

RCI

Resource Concepts Inc.

Carson City
 340 N. Minnesota St.
 Carson City, NV 89401
 775-883-1800
 775-883-7500

EX SITE PLAN

SPECIAL USE PERMIT

VILLAGE CHURCH 736 MCCOURRY BLVD
 INCLINE VILLAGE, WASHOE NEVADA

DATE

REVISION

JOB NO.: 22-318
DATE: 03-06-2024
DESIGNED: DMH
DRAWN: DMH
CHECKED: KRS

AGENCY REVIEW SET

C2



Know what's below.
Call before you dig.

AGENCY REVIEW SET



March 12, 2024

Washoe County Office
1001 E. Ninth Street
Reno, NV 89512

**Subject: Trip Generation Analysis
The Village Church Primary School**

To Whom it May Concern:

The following is a summary of the traffic and daily vehicle trips for the above referenced proposed development. Trip generation has been determined in accordance with data obtained from the ITE Trip Generation Manual (10th Edition), for Private School (K-8), Land Use code 534. The proposed project is to utilize the existing rooms in the church to serve as classrooms during the weekdays. This analysis assumes each existing room will be used to the maximum capacity allowed. The total capacity of the building based on occupancy is 187 people, assuming 22 adults there will be a maximum number of students allowed is 165 students.

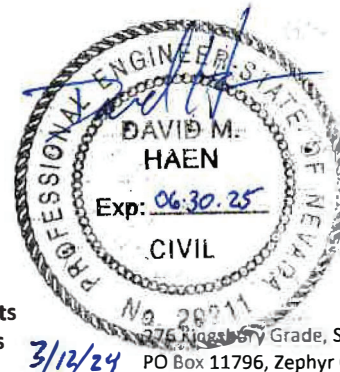
TRIP GENERATION ANALYSIS SUMMARY				
LAND USE	AM PEAK		PM PEAK	
	IN	OUT	IN	OUT
Private School (K-8)	89	73	17	20
Adj Street Traffic				
Private School (K-8)	89	70	48	54

Reference Fitted Curve Equations – Trip Generation Manual 10th Edition, Vol. 2: Data – Private School (534)

Traffic impact reports are required whenever the proposed development project will generate 80 or more weekday peak hour trips as determined using the latest edition institute of Transportation Engineers (ITE) trip generation rates. Projects with less than 200 peak hour trips may not need to perform an impact analysis for future years. Per the trip generation analysis, as represented in the summary table above, the trips generated by the proposed development are over the 80 weekday peak hour trips and under the 200 peak hour trips. Therefore, the proposed project may need a traffic engineer to complete a traffic impact report.

Sincerely,

David Haen, P.E.
Exhibits



CARSON CITY
340 North Minnesota St.
Carson City, NV 89703-4152
(775) 883-1600 • fax: (775) 883-1656

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LAKE TAHOE
275 Kingsbury Grade, Ste. 206, Stateline, NV
PO Box 11796, Zephyr Cove, NV 89448-3796
(775) 588-7500 • fax: (775) 589-6333

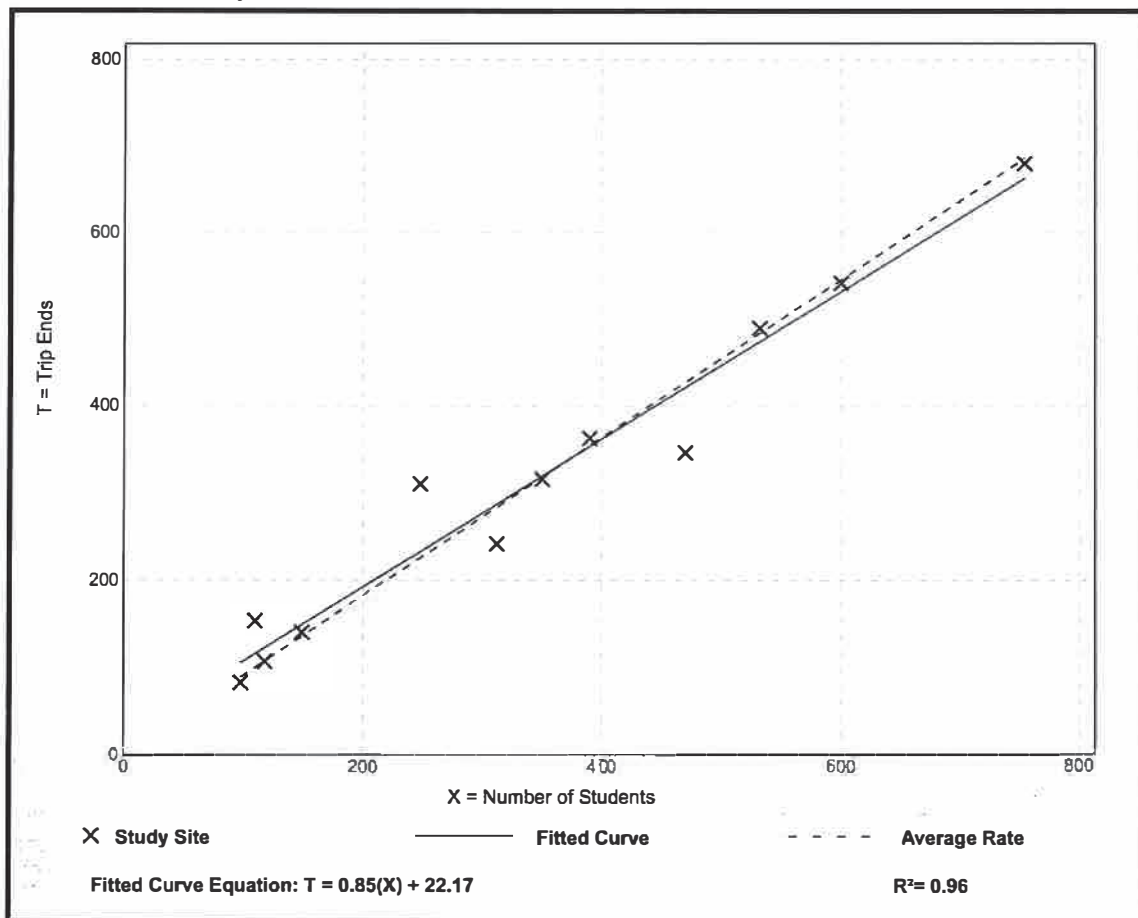
Private School (K-8) (534)

Vehicle Trip Ends vs: **Students**
 On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
 Setting/Location: **General Urban/Suburban**
 Number of Studies: 12
 Avg. Num. of Students: 344
 Directional Distribution: 55% entering, 45% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.91	0.74 - 1.39	0.14

Data Plot and Equation



Private School (K-8) (534)

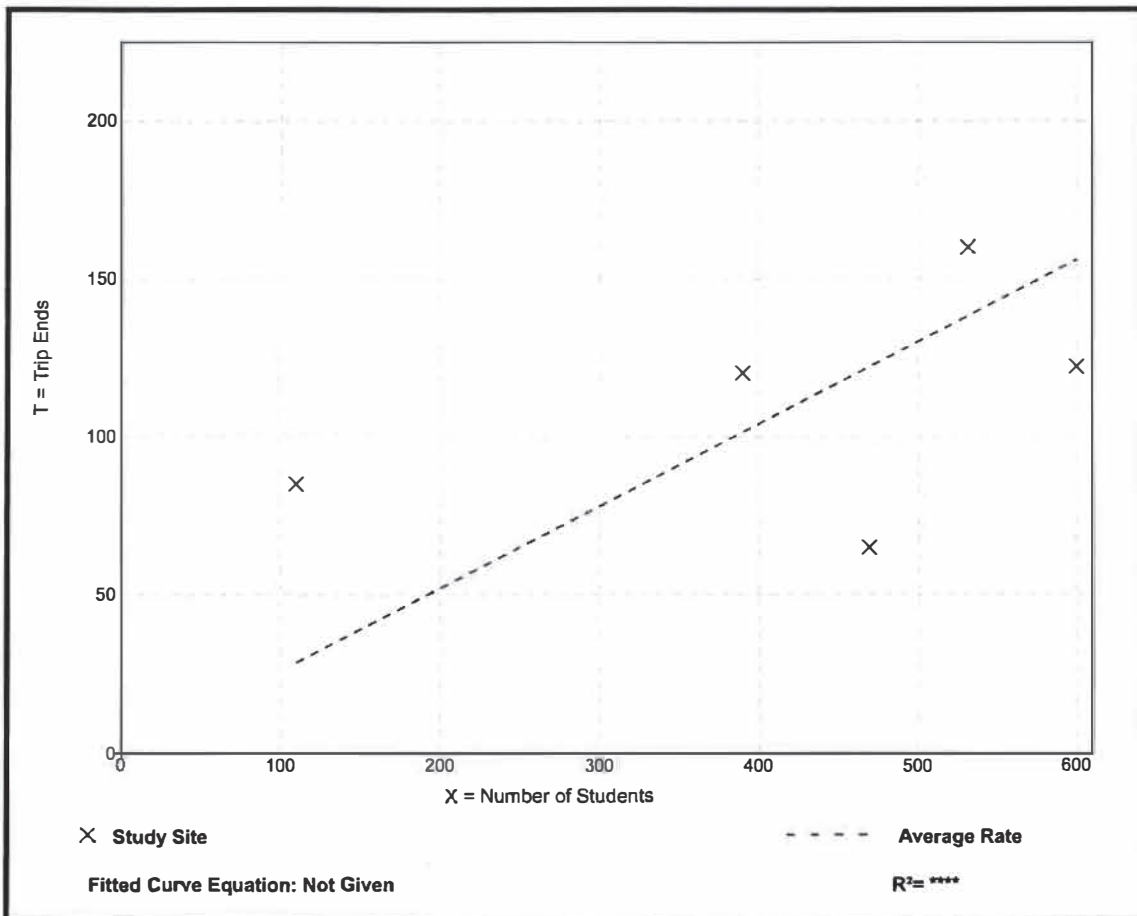
Vehicle Trip Ends vs: Students
 On a: Weekday,
 Peak Hour of Adjacent Street Traffic,
 One Hour Between 4 and 6 p.m.
 Setting/Location: General Urban/Suburban
 Number of Studies: 5
 Avg. Num. of Students: 420
 Directional Distribution: 46% entering, 54% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.26	0.14 - 0.77	0.15

Data Plot and Equation

Caution – Small Sample Size



Private School (K-8) (534)

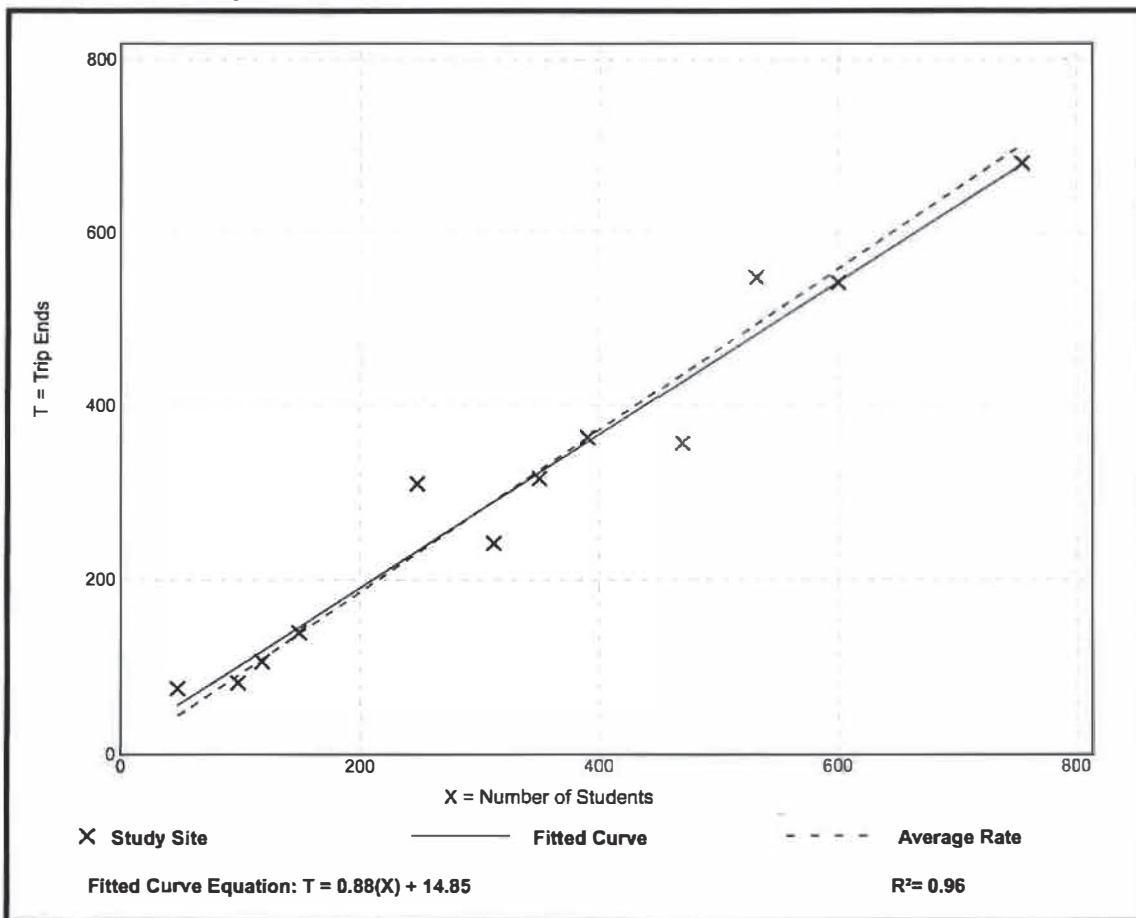
Vehicle Trip Ends vs: Students
On a: Weekday,
AM Peak Hour of Generator

Setting/Location: General Urban/Suburban
Number of Studies: 12
Avg. Num. of Students: 339
Directional Distribution: 56% entering, 44% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.93	0.76 - 1.58	0.14

Data Plot and Equation



Private School (K-8) (534)

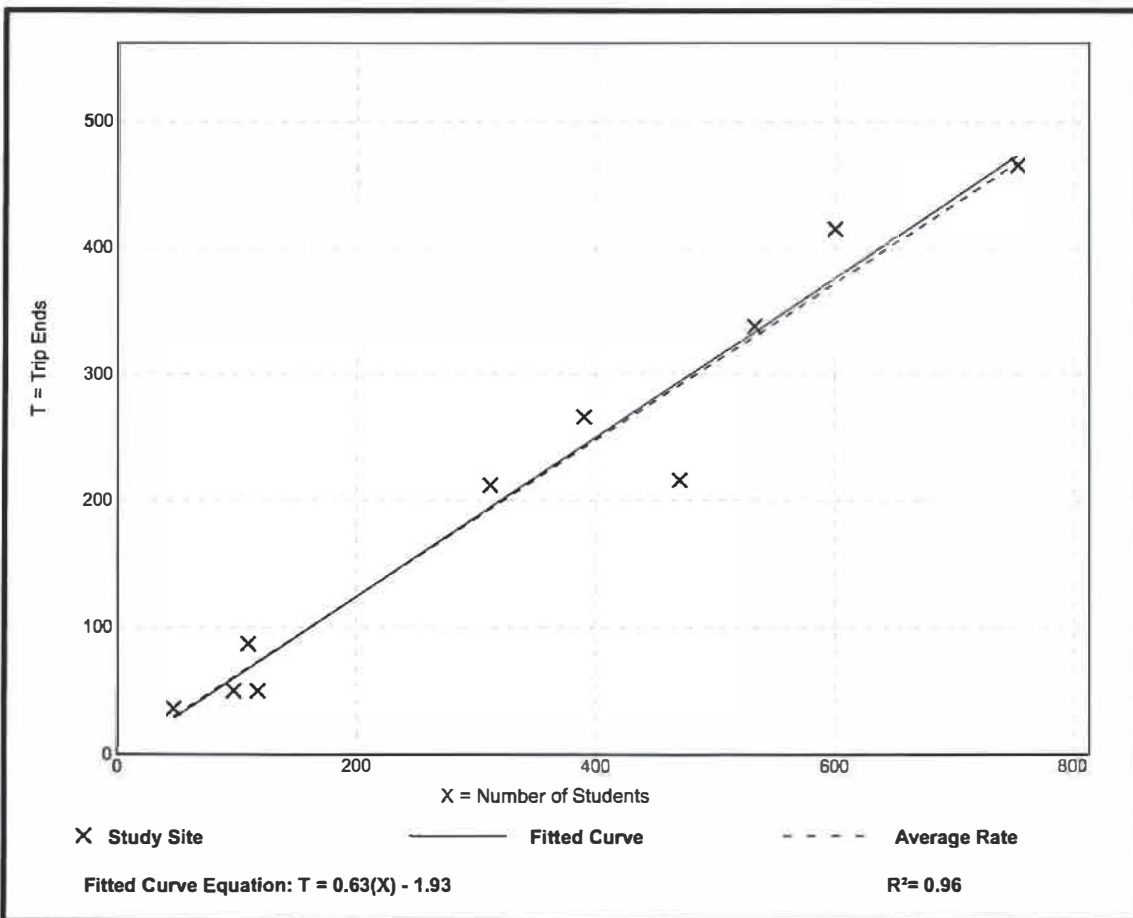
Vehicle Trip Ends vs: Students
On a: Weekday,
PM Peak Hour of Generator

Setting/Location: General Urban/Suburban
 Number of Studies: 10
 Avg. Num. of Students: 343
 Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.62	0.42 - 0.79	0.09

Data Plot and Equation



JUNIPER | SAGE

SPECIAL USE PERMIT APPLICATION

Village Church

APRIL 2024



FOCUSED STRATEGY.
INNOVATIVE RESULTS

Prepared for:

Village Church
736 McCourry Blvd
Incline Village, NV 89451

Prepared by:

Juniper & Sage Consulting
10580 N. McCarran Blvd, Ste 115-120
Reno, NV 89503

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APPENDICES

Appendix 1 – Site Plan

Appendix 2 – Traffic Memo

Appendix 3 – Neighborhood Meeting Packet

Appendix 4 – Recommended Conditions of Approval

Appendix 5 – Licensing Records

Appendix 6 – Letter to the County 7/25/2023

1.0 INTRODUCTION

General Information

Applicant:	Village Church 736 McCourry Blvd Incline Village, NV 89451 Contact: Tim Gilbert Phone: 775.831.0784 Email: info@thevillagechurchnv.org
Prepared by:	Juniper & Sage Consulting 10580 N. McCarran Blvd, Ste 115-120 Reno, NV 89503 Contact: AnnMarie Lain Phone: 775-462-7518 Email: juniperandsage.consulting@gmail.com
Project Location:	736 McCourry Blvd Incline Village, NV 89451
Parcel ID Number(s):	124-061-19
Master Plan Designation:	Tahoe Area Plan: Residential
Zoning:	Tahoe Area Plan: Wood Creek Regulatory Zone
Site Area:	Approximately ±4.09 acres

2.0 PROJECT SUMMARY

2.1 Project Request

On behalf of the applicant, Village Church, Juniper & Sage Consulting has prepared a request for a Special Use Permit to establish “schools- kindergarten through secondary” as a permitted use on the subject property located at 736 McCourry Blvd to operate an Elementary school with a maximum occupancy of 116 students. The reason for requesting the maximum occupancy is for future growth planning, cost-effectiveness, regulatory compliance planning, operational flexibility, and transparency of long-term vision.

- 1) Future Growth Planning -The primary reason for requesting a maximum student occupancy of 116 students, despite anticipating only 8-12 students in the first year, is to plan for potential future growth. Establishing a higher occupancy limit from the outset allows the school to accommodate organic growth of enrollment over the coming years without needing to repeatedly go through the permit process.
- 2) Cost Effectiveness - Obtaining a Special Use Permit involves a significant time and financial investment. By requesting a higher maximum occupancy initially, the school can avoid the additional costs and administrative burdens associated with applying for permit modifications as student enrollment grows. This approach is more efficient and fiscally responsible.
- 3) Regulatory Compliance Planning – Setting a higher maximum occupancy ensures that the school’s infrastructure, such as classrooms, facilities, and amenities will meet future needs. This proactive planning ensures that the school remains in compliance with all regulatory requirements related to space, safety, and accessibility as the student body expands.
- 4) Operational Flexibility - A higher occupancy limit provides the school with greater operational flexibility. This allows for the accommodation of temporary fluctuations in student numbers without needing to seek immediate regulatory approval.
- 5) Transparency and Long-Term Vision – The school’s request for a maximum occupancy of 116 students is part of a transparent and long-term vision for the institution’s development. By clearly communicating its growth potential, the school aims to build trust and maintain open lines of communication with the community.

2.2 Applicant Background

Village Church has been operating a Christian day-care/preschool since 1984 with an approved Special Use Permit (SPB8-23-87). The existing day-care/preschool, Village Christian Preschool and Childcare Center, is licensed by Washoe County Human Service Agency for ages between 6 weeks and 15 years old. Given the increase demand for value-based education, the church is requesting to expand its educational offering from pre-school to K-5th grade in accordance with its current Nevada licensing and the laws and regulations of Washoe County and the State of Nevada. The current maximum enrollment for the daycare/preschool is 50 students. The church has always had a dream of having an elementary school to complement the preschool and continue faith-based education for the children in the community. Village Church is responding to the needs in their community to offer faith-based education. The Village Church school will operate as a non-profit, is affiliated with formally religious entity, and will include regular forms of worship and religious instruction in curriculum. The Village Church school is considered a “religious institution” defined

by the United States Department of Justice, which includes schools where the facilities are used for both secular and religious educational activities. This Special Use Permit application has been submitted on behalf of Village Church which is located within the Washoe County Tahoe Area Plan and the residential regulatory zone of Wood Creek. Residential regulatory zones focus primarily on single family dwellings and are intended to provide a "broad scope" of public service to serve the residential communities. In the Wood Creek regulatory zone, schools are an allowed use with an approved Special Use Permit.

2.3 Project Description

The project site consists of parcel lot 124-061-19 located at the Northwest intersection of Mount Rose Highway and McCourry Boulevard. The existing facility consists of ±4.09 acres. The K-5th grade students will be accommodated with existing rooms and space within buildings. No site or building improvements are proposed.

The subject site is within the Wood Creek Regulatory Zoning District. The site is adjacent to residential uses to the north, south, and east, and west. The adjacent land uses are all within the Washoe County Tahoe Area Plan.

Table 1: Zoning

Adjacent Zoning and Land Use		
North	Wood Creek (TA_WC)	Residential and Short-Term Rentals
South	Wood Creek (TA_WC)	Residential and Short-Term Rentals
East	Wood Creek (TA_WC)	Residential and Short-Term Rentals
West	Incline Village #4 (TA_IV4)	Residential and Short-Term Rentals

The proposed project does not require any right-of-way dedications or street development. Water service for the property is already provided by Truckee Meadows Water Authority (TMWA). Sanitary sewer treatment is provided by the Incline Village General Improvement District (IVGID) and electric utilities to the site are provided by NV Energy.

The subject site has frontage along Mount Rose Hwy with existing driveway access on McCourry Blvd (**Appendix 1 – Site Plan**). There are no proposed changes to the existing driveway or parking lot. Per the trip generation analysis, the trips generated by the proposed development are over the 80 weekday peak hour trips and under the 200 peak hour trips (**Appendix 2 – Traffic Memo**).

The proposed parking lot layout and design provides for adequate parking area circulation including ingress, egress, on-premises circulation, and maneuvering. The proposed site layout provides necessary access for service and emergency vehicles and provides safe and convenient interaction between vehicles and pedestrians. Parking capacity to serve the facility is provided at or above the rate that is required by Washoe County, as reflected in the Parking Analysis table provided below.

Table 2: Parking

Parking Analysis	
Child Care Per Assembly (1/1000 sf)	14
Per Child (1 space/8 children – assume 116 children)	15
Per Employee Staff Parking - assume 20	20
TOTAL PARKING REQUIRED	49 parking stalls
TOTAL PARKING AVAILABLE	65 parking stalls

2.4 Community Engagement

Notification was sent to property owners within 750ft of the proposed amendment location on May 6, 2024. A neighborhood meeting was held on May 16, 2024, at Village Church located in Incline Village. The purpose of the neighborhood meeting was to inform residents about the proposed SUP application and gather community input. The comments, sign-in sheet, and meeting summary have been included in this application as **Appendix 3 – Neighborhood Meeting Packet**. The following sub-paragraphs are included in this narrative to address the concerns noted throughout the community engagement process.

Traffic

One of the concerns mentioned during public engagement was the proximity of the school to Mt. Rose highway. Village Church has been operating a childcare center on this site for more than 20 years. There is a large landscape buffer and elevation change between the school and Mt. Rose Highway (**Appendix 1 – Site Plan**).

Another neighborhood traffic concern is an increase of internal traffic into the Wood Creek neighborhood area. The traffic pattern for school pick-up and drop-off directs school traffic to enter and exit through Mt. Rose highway to avoid an increase of traffic into the neighborhood. To ensure compliance with the traffic pattern the applicant proposes a condition of approval that requires all parents and guardians of enrolled students to sign an agreement acknowledging receipt of the school's official drop-off and pick-up policy (**Appendix 4 - Condition No. 2**).

Noise

TRPA Code of Ordinances Chapter 68 establishes noise limitations based on the Community Noise Equivalent Level (CNEL), which is a measure of noise that is the logarithmic average of single noise event values as measured by a noise monitor. It is not anticipated that the school use would exceed the noise level threshold, and code enforcement actions would be followed by TRPA should a noise complaint be filed against the school. To mitigate potential concerns, Village Church has employed several strategies to reduce noise for neighbors during recess. Village Church has designated specific play areas away from residential properties to minimize noise disturbances for neighbors. By strategically locating outdoor play areas, Village Church has proactively reduced the impact of noise on surrounding communities. Village Church teachers and staff are committed to supervising students during recess to ensure they engage in appropriate activities. To address neighborhood noise concerns the applicant proposes a condition of approval that limits recess to specific time periods (**Appendix 4 - Condition No. 3**).

Environmental Impacts

The proposed SUP utilizes existing infrastructure and does not have an increase footprint on the environment. Trash is contained in a bear safe enclosure to deter bear activity in the vicinity. To address the specific neighborhood concern for the potential of increased bear activity due to trash being set out on the curb the day prior to pick-up the applicant proposed a condition that limits the placement of bins to the scheduled day of pickup (**Appendix 4 - Condition No. 1**). Utilizing an already existing building offers several environmental benefits. Repurposing buildings helps prevent the need for new construction, which in turn reduces urban sprawl. This helps preserve natural habitats that would have otherwise been converted into new developments. Using an existing building requires fewer material and resources compared to constructing a new one. This reduces the demand for raw materials such as wood, concrete, and steel, which helps conserve natural resources and reduces energy consumption associated with extraction and manufacturing processes. Overall, utilizing existing buildings during a time when they would otherwise be vacant is a sustainable practice that promotes the responsible land use, conserves resources, and preserves the unique character and history of communities.

Fire Safety

In the State of Nevada, all private schools must be licensed by the Nevada Department of Education as well as the county in which they operate. Washoe County regulates businesses to protect the public's health and safety and to ensure that businesses comply with all applicable federal, state, and local codes and regulations. The business license application and renewal process for private schools requires a fire safety inspection. Within the Tahoe Basin, including Incline Village, private schools are required to pass a fire safety inspection by the North Lake Tahoe Fire Protection District prior to operating.

Impact to Public Schools

Although the TRPA code definition of schools includes both secular and denominational schools, the Tahoe Area Plan fails to identify or address faith-based education within the community. Chapter Six: Public Services and Facilities of the Tahoe Area Plan provides the policy context for future public and quasi-public facilities; it provides basic information about existing and planned public facilities such as schools but does not provide an overview or discussion about denominational or other private schools.

During the 2021-2022 school year the State of Nevada saw an increase of approximately 1,466 students enrolled in private schools across the state, which was a 7.6 percent increase in private school enrollment compared to the previous year. That growth repeated at approximately the same rate for the 2022-2023 school year which added another 1,506 students enrolled in private school.

The Religious Land Use and Institutionalized Persons Act (RLUIPA) of 2000 is a civil rights law that protects individuals and religious assemblies and institutions from discriminatory and unduly burdensome land use regulations. RLUIPA provides protections against (a) land use regulations that impose a substantial burden on religious exercise (b) unequal treatment for religious assemblies or institutions in zoning laws (c) religious or denominational discrimination (d) exclusion of religious assemblies from a jurisdiction; and (e) unreasonable limitation of religious assemblies within a jurisdiction.

Denying a Special Use Permit to establish a faith-based school based on a potential negative impact to public schools whether the potential impact is perceived or real would be a clear

violation of RLUIPA.

Potential for Future Expansion

The applicant understands that changes in land use involving education institutions can impact the community. The current SUP application pertains specifically to the intended use as specified and does not include any building footprint expansion and/or placement of modular classroom units. Expanding the existing school building or placing any modular units on the property would be prohibited without first amending the special use permit. The applicant understands that changes in land use involving education institutions can impact the community. To address the neighborhood concern of future expansion, the applicant has proposed a condition that would prohibit any building footprint expansion and/or placement of modular classroom units without amending the special use permit. The proposed condition of approval adds an additional restriction that would require a neighborhood meeting and notification requirements beyond what is required by the Washoe County Code special use permit amendment process (**Appendix 4- Condition No. 4**).

Potential for Student Capacity Increase

The applicant is prohibited by Washoe County Code to increase student capacity without first amending the special use permit. To address the neighborhood concern of potential future student capacity increase, the applicant has proposed a condition that would prohibit any student capacity increase without amending the special use permit. The proposed condition of approval adds an additional restriction that would require a neighborhood meeting and notification requirements beyond what is required by the Washoe County Code special use permit amendment process (**Appendix 4- Condition No. 5**).

Professional Consultant

During the SUP application, the land use planner listed as the consultant on the original submittal packet switched employers from DOWL to Juniper & Sage Consulting. This has brought up a concern on whether Juniper & Sage Consulting is licensed to do business in Washoe County, and if RCI site plans are permitted as part of the application package. The inclusion of multiple professional consultants on projects is a standard practice to ensure that all aspects of the application are thoroughly addressed and expertly managed. Each firm brings specialized expertise to the table, which collectively enhances the quality and comprehensiveness of project planning and execution. This response aims to reassure the concerned parties by explaining the rationale behind involving multiple consulting firms and emphasizing the benefits of their specialized expertise. State and County licensing records for Juniper & Sage Consulting are attached as (**Appendix 5 – Licensing Records**).

Potential Impact to Property Values

The applicant understands that property values are a significant concern to homeowners. Home values are influenced by a variety of indicators, ranging from location-specific factors to broader economic conditions. According to a study published in the Journal of Agricultural and Applied Economics, homes that are located within proximity to schools tend to have stronger property values, whereas those that are farther away have lower property values (*Journal of Agricultural and Applied Economics, Volume 39, Issue 1, April 2007, pp. 211 - 221*). Private schools often contribute positively to the local community and economy. They can attract families seeking quality education for their children, which can increase demand for housing in the area. This increased in demand can, in many cases, positively influence property values. In addition, the presence of a private school can enhance the overall prestige and desirability for a neighborhood. Neighborhoods with private schools may attract more affluent families who can afford private

education. This demographic can contribute to a stable and prosperous community, which is often reflected in higher property values.

Impact of Property Acquisition

In 2023, Village Church acquired an adjacent property to the subject site (770 McCourry Blvd). The decision to include only one parcel in the Special Use Permit application was made based on several key considerations. 1) A defined project scope -the current application has been carefully scoped to focus on a specific parcel that meets all the requirements for the proposed school use. This parcel was selected by its size, location, and suitability for the school needs. 2) Minimizing impact - by limiting the project to a single parcel, the applicant aims to minimize the impact on the surrounding community and the environment. This allows for a more controlled use and easier implementation of mitigation measures to address any potential neighborhood concerns such as noise. Although the church does intend to use the adjacent property for ministerial purposes, school use is specifically excluded from the future use of the adjacent parcel (**Appendix 6 – Letter to the County 7/25/2023**). In summary, there are no current plans to utilize the adjacent property for the school's activities. The adjacent property will remain as is, and no development or use request related to the school will occur on this land. Any future plans for the adjacent property in relation to the school, should they arise, would require a separate review and approval process and would be subject to Condition of Approval No. Four and Five (**Appendix 4- Recommended Conditions of Approval**). This response aims to clarify why only one parcel was included in the special use permit request and to address concerns about future use of the adjacent property.

2.5 Approval Criteria

Findings

To approve a Special Use Permit, the Planning Commission shall find, in accordance with Section 110.810.30 Washoe County Development Code, that:

- 1) Consistency: The proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the applicable area plans:

Response: The proposed SUP is in substantial compliance with the policies and action programs of the Washoe County Masterplan. It supports the following policy identified in the Public Service and Facilities Element of the Washoe County Masterplan: *PSF 7.1 Provide an adequate level of school services for Washoe County residents in response to growth in Washoe County.*

The proposed SUP is compatible with the Tahoe Area Plan which encourages sustainable development into areas with existing development and infrastructure. The use of the already existing church facilities that remain mostly unutilized during the day supports the goals and policies of the Tahoe Area Plan.

The Wood Creek Regulatory zone is generally located west of Mt. Rose Highway, south of College Drive, east of Village Blvd, and north of Tahoe Blvd. The Wood Creek

Regulatory Zone is one of 16 residential regulatory zones in the plan area. These regulatory zones focus primarily on single-family dwellings but allow other use types such as multi-family and a wide variety of public service and resource management uses. The primary vision for residential regulatory zones is to maintain safe and functional residentially focused neighborhoods, with development that contributes to the desired community character.

The subject site is identified in the regional plan land use map as residential. The purpose of this classification is to identify density patterns related to both the physical and manmade characteristics of the land **and** to allow accessory and non-residential uses that complement the residential neighborhood. The proposed use within residential areas is consistent with this goal by offering educational services which are desired within close proximity to residential uses.

The proposed SUP is intended to facilitate the establishment of faith-based schools that are not otherwise provided for within the jurisdiction. The proposed SUP promotes the general welfare of the community, lessens traffic congestion by providing faith-based education to establish within the communities they serve, facilitates the adequate provision of schools, and promotes the social advantages gained from an appropriately regulated use of land.

- 2) Improvements: Adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, and an adequate public facilities determination has been made in accordance with Division Seven;

Response: No new proposed structures, improvements, or signs are proposed with this request (**Appendix 1 – Site Plan**). This parcel is especially suitable for this use. It has frontage along a major corridor and provides adequate existing on-site parking. Approval of the SUP in an existing facility that is currently underutilized during school hours balances the social health of the community by providing a faith-based option for school without the impacts new development can sometimes have on the surrounding areas.

- 3) Site Suitability. The site is physically suitable for the type of development and for the intensity of development.

Response: There will be no change to the physical structure and the density and intensity will mimic existing religious services associated with the current operations on the subject site.

- 4) Issuance Not Detrimental: Issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injuries to the property or improvement of adjacent properties, or detrimental to the character of the surrounding area; and

Response: Approval of the SUP will improve the quality of the region for residents by providing local access to faith-based education. Village Church will be operating in an underutilized property within a developed area.

Approval of the SUP will not significantly change the existing development pattern in the

Wood Creek neighborhood. The following Public Service uses are allowed within the Wood Creek regulatory zone with a Special Use Permit: day care center/preschools, schools, churches, cultural facilities, and local assembly and entertainment. The inclusion of the requested use within an existing church campus will not result in a significant change in development patterns within the neighborhood and would improve educational resources and options for residents.

The proposed SUP will not be injurious or disturbing to the health, safety, enjoyment of property, or general welfare of persons or property in the neighborhood, or general welfare of the region. The applicant has taken reasonable steps to protect against any such injury and to protect the existing neighborhood character (**Appendix 6 – Recommended Conditions of Approval**).

- 5) Effect on a Military Installation: Issuance of the permit will not have detrimental effect on the location, purpose or mission of the military installation.

Response: The proposed SUP is not in proximity to a military installation on therefore will not have detrimental effect on the location, purpose or mission of the military installation.

3.0 CONCLUSION

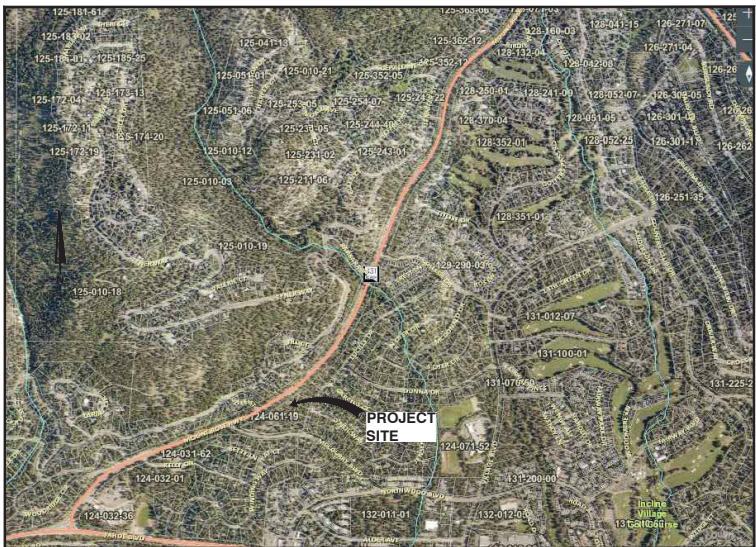
As evidenced throughout this narrative and attached exhibits, the requested Special Use Permit to establish “schools- kindergarten through secondary” as a permitted use on the subject property located at 736 McCourry Blvd is consistent with long range policies and regulations governing the allowance of these requests. It is for these reasons and others outlined within this narrative that the applicant respectfully requests the Washoe County Board of Adjustments to approve this application.

PLANS FOR WASHOE COUNTY SPECIAL USE PERMIT THE VILLAGE CHURCH ACADEMY

736 McCOURRY BLVD
INCLINE VILLAGE, NEVADA
APN 124-061-19

ABBREVIATIONS

AC	ASPHALTIC CONCRETE	HDPE	HIGH DENSITY POLYETHYLENE PIPE
ACP	ARRESTOR CEMENT PIPE	HORIZ	HORIZONTAL
@	AT	HP	HIGH POINT
ADG	AGGREGATE	HVY	HIGHWAY
APPROX.	APPROXIMATE	ID	INSIDE DIAMETER
ARV	AIR RELEASE VALVE	IE	INVERT ELEVATION
ASSY	ASSEMBLY	IMPROV	IMPROVEMENT
AVE	AVENUE	INT	INTERSECTION
AWWA	AMERICAN WATER WORKS ASSOCIATION	JT	JOINT
BC	BEGIN CURVE	L	LENGTH
BCR	BEGIN CURVE RETURN	LF	LINEAR FEET
BF	BLIND FLANGE	LAT	LATERAL
BLDG	BUILDING	LR	LONG RADIUS
BLVD	BOULEVARD	MH	MANHOLE
BM	BENCH MARK	MAX	MAXIMUM
BOC	BACK OF CURB	MFG	MANUFACTURER
BV	BUTTERFLY VALVE	MIN	MINIMUM
BVC	BEGIN VERTICAL CURVE	MJ	MECHANICAL JOINT
BW	BACK OF SIDEWALK	MON	MONUMENT
C	CHORD OF CURVE	NDOT	NEVADA DEPARTMENT OF TRANSPORTATION
CB	CATCH BASIN	NO	NUMBER
C&G	CURB AND GUTTER	NTS	NOT TO SCALE
CAV	COMBINATION AIR VALVE	OC	ON CENTER
CI	CAST IRON	OD	OUTSIDE DIAMETER
CIR	CIRCLE	OG	ORIGINAL GROUND
CL	CENTERLINE	OHE	OVERHEAD ELECTRIC
CLR	CLEAR	ORIG	ORIGINAL
CMP	CORRUGATED METAL ARCHED PIPE	OS&Y	OPEN STEM & YOKE VALVE
CMP	CORRUGATED METAL PIPE	PB	PULL BOX
CO	CLEAN OUT	PCC	PORTLAND CONCRETE CEMENT
COMP	COMPACT	PE	POLYETHYLENE
CONC	CONCRETE	PI	POINT OF INTERSECTION
CONST	CONSTRUCT	PV	POST INDICATOR VALVE
COR	CORNER	PL	PROPERTY LINE
CP	CONCRETE PIPE	PP	POWER POLE
CT	COURT	PRC	POINT OF REVERSE CURVE
CTR	CENTER	PSI	POUNDS PER SQUARE INCH
CULV	CULVERT	PT	POINT
CV	CHECK VALVE	PUE	PUBLIC UTILITY EASEMENT
CY	CUBIC YARDS	PVM	PAVEMENT
DOC NO	DOCUMENT NUMBER	R	RADIUS
DI	DROP INLET	RCP	REINFORCED CONCRETE PIPE
DIA	DIAMETER	RCPA	RESTRAINED FLANGE COUPLING ADAPTOR
DIP	DUCTILE IRON PIPE	RED	REDUCER
DR	DRIVE	R/W	RIGHT-OF-WAY
DRWY	DRIVEWAY	S	SLOPE
DW	DOMESTIC WATER	SF	SQUARE FEET
DWG	DRAWING	SCH	SCHEDULE
E	ELECTRIC	SD	STORM DRAIN
EA	EACH	SDMH	STORM DRAIN MANHOLE
EASE	EASEMENT	SHT	SHEET
EC	END CURVE	SPEC	SPECIFICATIONS
ECC RED	ECCENTRIC REDUCER	SPCO	SIERRA PACIFIC POWER COMPANY
EOR	END CURVE RETURN	SS	SANITARY SEWER
EL ELEV	ELEVATION	SSCO	SANITARY SEWER CLEAN OUT
EP	EDGE OF PAVEMENT	SSMH	SANITARY SEWER MANHOLE
ENC	END VERTICAL CURVE	STA	STATION
EX	EXISTING	STD	STANDARD
FCA	FLANGED COUPLING ADAPTOR	SWGAS	SOUTHWEST GAS CORPORATION
FCC	FIRE DEPARTMENT CONNECTION	T	TANGENT
FG	FINISH GRADE	TB	TOP OF BANK
FH	FIRE HYDRANT	TBQ	TOP BACK OF CURB
FIN	FINISH	TELE	TELEPHONE
FL	FLOWLINE	TYP	TYPICAL
FLG	FLANGE	UTL	UTILITY
FM	FORCE MAIN	VC	VERTICAL CURVE
FND	FOUND	VAL	VALLEY GUTTER
FT	FEET/FOOT	VERT	VERTICAL
FW	FIRE WATER	W	WATER
G	GAS	WM	WATER METER
GA	GAUGE	WWF	WELODED WIRE FENCE
GB	GRADE BREAK	WV	WATER VALVE
GV	GATE VALVE		
GALV	GALVANIZED		
GRD	GROUND		



LOCATED WITHIN SECTION 15, T.16N., R.18E., M.D.M.

VICINITY MAP

NOT TO SCALE

LEGEND

FF	FINISH FLOOR	EXISTING OVERHEAD ELECTRIC
TP	TOP OF PAVING	EXISTING UNDERGROUND ELECTRIC
TC	TOP CONCRETE	PROPOSED UNDERGROUND ELECTRIC
TBC	TOP BACK OF CURB	EXISTING TELEPHONE
FL	FLOWLINE	PROPOSED TELEPHONE
IE	INVERT ELEVATION	PROPOSED SANITARY SEWER CLEANOUT
TR	TOP OF RETAINING WALL	PROPOSED STORM DRAIN MANHOLE
BW	BOTTOM OF RETAINING WALL	PROPOSED DROP INLET
4766	EXISTING GROUND CONTOUR	EXISTING FIRE HYDRANT
4765	FINISH GRADE CONTOUR	PROPOSED FIRE HYDRANT
W	EXISTING WATER	PROPOSED YARD HYDRANT
SD	STORM DRAIN	BACKFLOW PREVENTION
SDMH	STORM DRAIN MANHOLE	POST INDICATOR VALVE
SHT	SHEET	T&E/TA, WC
SPEC	SPECIFICATIONS	PROPOSED WATER METER
SPCO	SIERRA PACIFIC POWER COMPANY	REDUCER
SS	SANITARY SEWER	PROPOSED FLOWLINE
SSCO	SANITARY SEWER CLEAN OUT	PROPOSED SANITARY SEWER MANHOLE
SSMH	SANITARY SEWER MANHOLE	PROPOSED AC PAVEMENT
STA	STATION	EXISTING SANITARY SEWER MANHOLE
STD	STANDARD	PROPOSED PCC PAVEMENT
SWGAS	SOUTHWEST GAS CORPORATION	
T	TANGENT	
TB	TOP OF BANK	
TBQ	TOP BACK OF CURB	
TELE	TELEPHONE	
TYP	TYPICAL	
UTL	UTILITY	
VC	VERTICAL CURVE	
VAL	VALLEY GUTTER	
VERT	VERTICAL	
W	WATER	
WM	WATER METER	
WWF	WELODED WIRE FENCE	
WV	WATER VALVE	
	EXISTING EDGE OF PAVEMENT	

SHEET INDEX

C1	TITLE SHEET
C2	EX SITE PLAN
C3	EX FLOOR PLAN

OWNER

THE VILLAGE CHURCH
CONTACT: TIM GILBERT
FACILITY MANAGER
736 McCOURRY BLVD
INCLINE VILLAGE, NV 89451
775.745.3931

ENGINEER

RESOURCE CONCEPTS, INC.
CONTACT: DAVID HAHN, P.E.
340 NORTH MINNESOTA STREET
CARSON CITY, NEVADA 89703
775.883.1600

PROJECT DATA

ASSESSOR'S PARCEL NUMBER:	124-061-19
TOTAL SITE AREA:	4.090 ACRES (178,160.4 S.F.)
PARKING SPACES:	64
MASTER PLAN DESIGNATION:	INCLINE VILLAGE
CURRENT ZONING:	TAE/QTA, WC
FEMA FLOOD HAZARD ZONE:	X (UNSHADED) 32031C3329G



AGENCY REVIEW SET

Engineering • Surveying • Water Rights
Resources • Environmental Services
www.rci-nv.com
Carson City
340 N. Minnesota, B.
Carson City, NV 89703-4152
775.883.1600
775.883.7899

RCI
Resource Concepts Inc.

DATE	REVISION

SPECIAL USE PERMIT
VILLAGE CHURCH 736 McCOURRY BLVD
INCLINE VILLAGE, WASHOE NEVADA
TITLE SHEET

811
Know what's below.
Call before you dig.

06/05/2024
JOB NO.: 22-318
DATE: 06-05-2024
DESIGNED: DMH
DRAWN: DMH
CHECKED: KRS
C1

BMP MAINTENANCE PLAN

- A. ALL DROP INLETS, INFILTRATION TRENCHES, SWALES, SEDIMENT TRAP CLEAN OUTS AND OTHER PERMANENT BMPs TO BE INSPECTED BIENNIALY.
- B. ALL DEBRIS, LITTER, SEDIMENT OR OTHER FOREIGN OBJECTS FOUND DURING INSPECTION ARE TO BE REMOVED AND DISPOSED OF PROPERLY.

EXISTING SITE COVERAGE:

BUILDING(S) FOOTPRINT AREA: 10,352 SF = 0.24 ACRES
DRIVEWAY AREA: 28,419 SF = 0.65 ACRES
MISCELLANEOUS IMPERVIOUS AREA
(CONCRETE SLABS, DECKS, STAIRS, WALKWAYS): 2,106 SF = 0.05 ACRES
TOTAL IMPERVIOUS AREA: 40,877 SF = 0.94 ACRES

BMP NOTES:

1. ALL BARREN SOIL NEEDS TO BE REVEGETATED OR MULCHED.
2. THREE INCHES OF GRAVEL IS REQUIRED UNDER ALL RAISED DECKS.
3. GRAVEL INFILTRATION TRENCHES TWO FEET WIDE ARE REQUIRED UNDER ROOF DRIPLINE OR 5 FOOT WIDE BY 3 INCH DEEP GRAVEL. SEE PLAN FOR CALL OUT.
4. RUN OFF FROM IMPERVIOUS AREAS IS TO BE DIRECTED TO INFILTRATION AREAS VIA SLOTTED CHANNEL DRAINS OR SWALES.
5. ALL GRAVEL TO BE USED FOR INFILTRATION TRENCHES SHALL BE 3/4" TO 1 1/2" DIAMETER GRAVEL WASHED.
6. ALL DRIP LINES MUST HAVE A BORDER (SEE DRIPLINE DETAIL).

NOTE:

QUANTITIES ARE SUPPLIED FOR INFORMATIONAL PURPOSES ONLY.
CONTRACTOR SHALL NOT BASE HIS BID OFF THESE NUMBERS.
CONTRACTOR SHALL PERFORM AN INDEPENDENT TAKE OFF PRIOR TO BIDDING PROJECT.
EXISTING LANDSCAPING AND SHRUBS ARE PROVIDED IN FRONT OF BUILDING UNDER THE ROOF DRIPLINE. THEREFORE, GRAVEL INFILTRATION TRENCHES TWO FEET WIDE UNDER THE ROOF DRIPLINE ARE NOT REQUIRED IN THE FRONT OF THE BUILDING.

LAND CAPABILITY DISTRICT: 4

SOILS TYPE: h6 & hE

GROSS LOT AREA: 178,544 SF

ZONING (TRPA): LDR

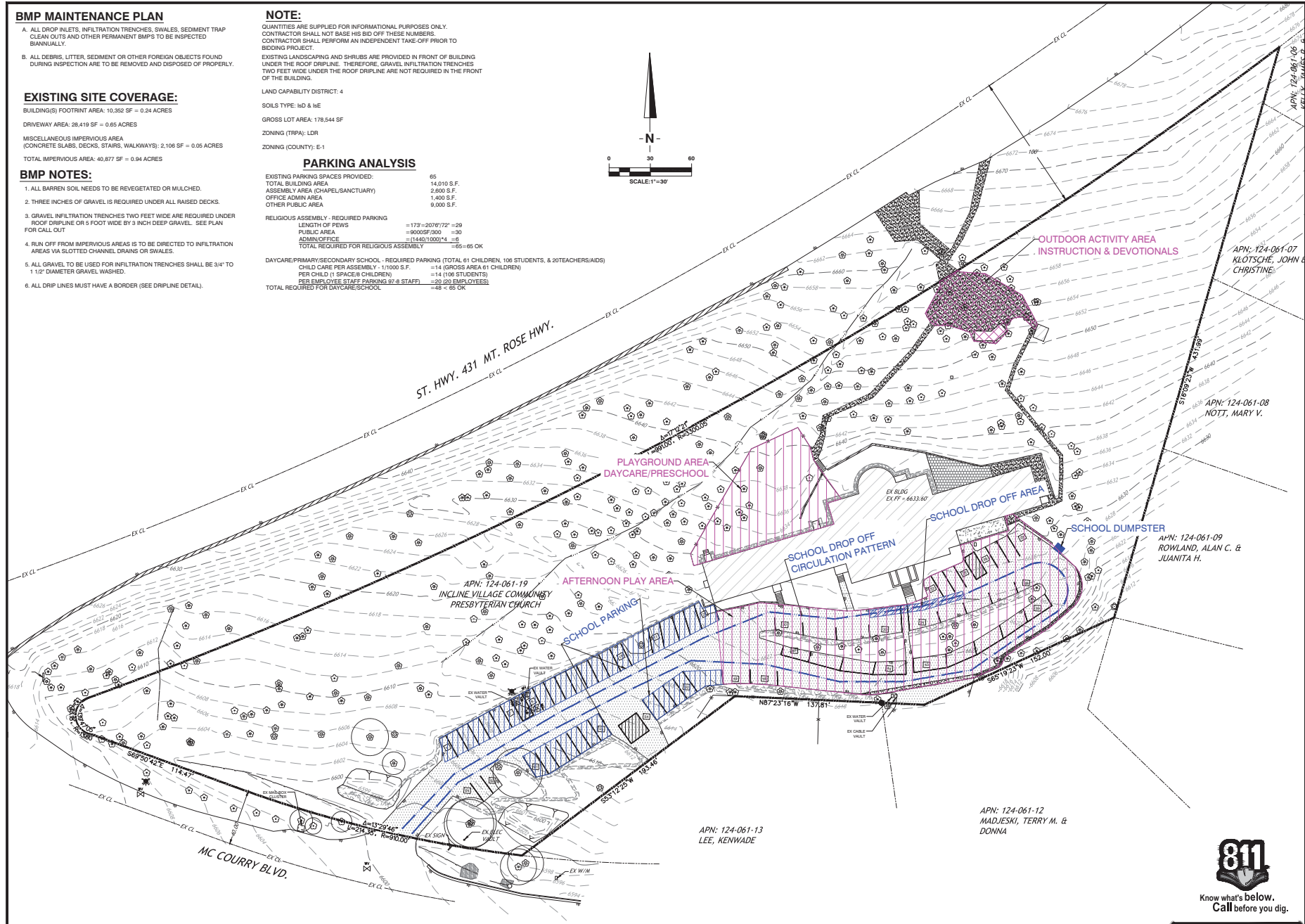
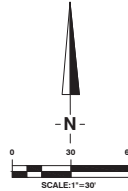
ZONING (COUNTY): E-1

PARKING ANALYSIS

EXISTING PARKING SPACES PROVIDED: 65
TOTAL BUILDING AREA: 14,010 S.F.
ASSEMBLY AREA (CHAPEL/SANCTUARY): 2,800 S.F.
OFFICE ADMIN AREA: 1,400 S.F.
OTHER PUBLIC AREA: 9,810 S.F.

RELIGIOUS ASSEMBLY - REQUIRED PARKING
LENGTH OF PEWS = 173' - 2078/72" = 29
PUBLIC AREA = 9000SF/300 = 30
ADMIN OFFICE = (1400/1000)*4 = 6
TOTAL REQUIRED FOR RELIGIOUS ASSEMBLY = 65 - 65 OK

DAYCARE/PRIMARY/SECONDARY SCHOOL - REQUIRED PARKING (TOTAL 61 CHILDREN, 106 STUDENTS, & 20 TEACHERS/AIDS)
CHILD CARE PER ASSEMBLY - 1/1000 S.F. = 14 (GROSS AREA 61 CHILDREN)
PER CHILD (11 SPACES/CHILDREN) = 14 (106 STUDENTS)
PER EMPLOYEE STAFF PARKING (2-3 STAFF) = 20 (60 EMPLOYEES)
TOTAL REQUIRED FOR DAYCARE/SCHOOL = 48 < 65 OK



Engineering • Surveying • Water Rights
Resources • Environmental Services
www.rci-nv.com



DATE	
REVISION	

SPECIAL USE PERMIT
VILLAGE CHURCH 736 MCCOURY BLVD
INCLINE VILLAGE, WASHOE NEVADA
EX SITE PLAN



06/05/2024
JOB NO.: 22-318
DATE: 06-05-2024
DESIGNED: DMH
DRAWN: DMH
CHECKED: KRS

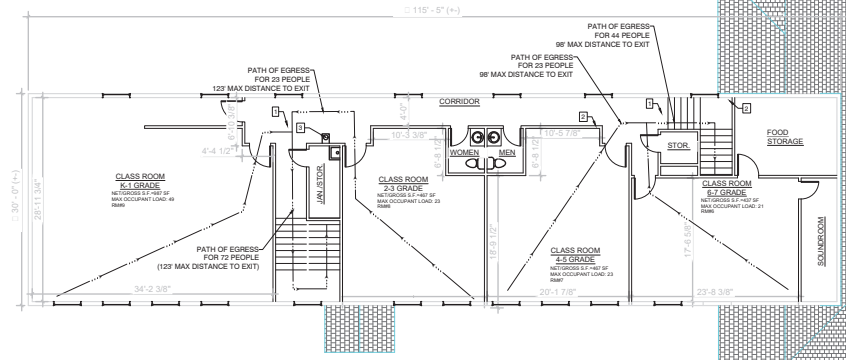


Know what's below.
Call before you dig.

AGENCY REVIEW SET

C2

\\The Village Church\Church\23 The Village Church Addition\Rev. 03/16/2024 14:53 PM AutoCAD PDF Student file.dwg



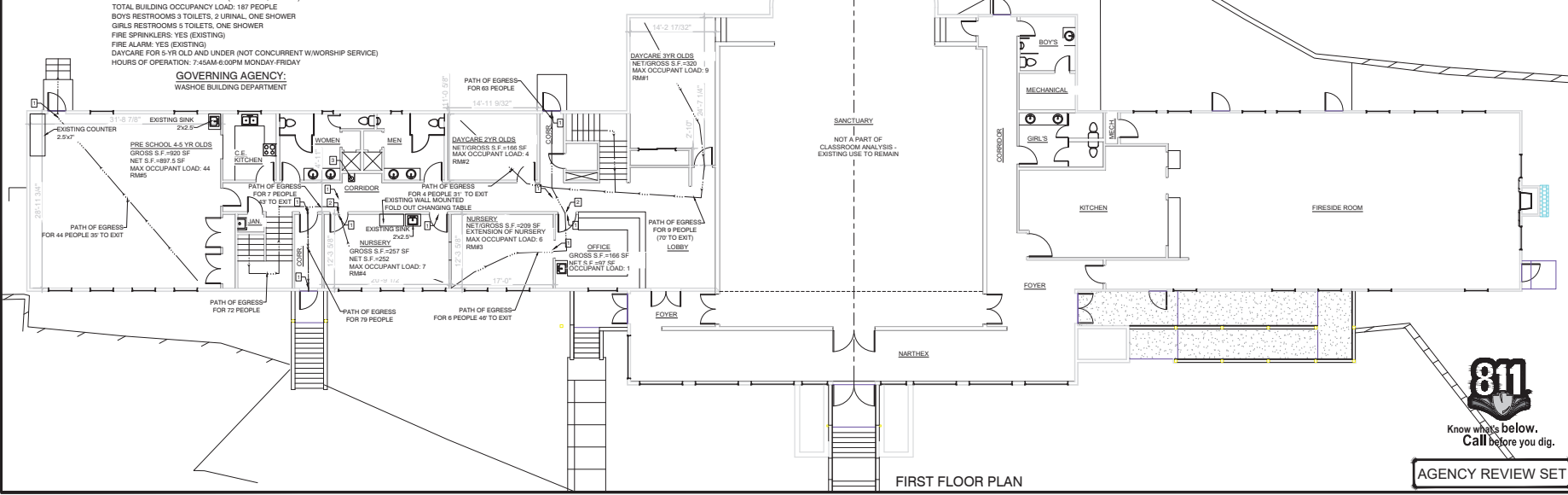
SECOND FLOOR PLAN

KEY NOTES:
1 EXISTING EXIT SIGN ILLUMINATION AND BACKUP POWER
2 EXISTING EMERGENCY LIGHTS
3 EXISTING DRINKING FOUNTAIN

PROJECT CLASSIFICATION/CODE ANALYSIS

USE AND OCCUPANCY CLASSIFICATION	A-311-4 DAY CARE
CONSTRUCTION CLASSIFICATION	TYPE V-B
TOTAL BUILDING AREA	EXISTING 14,010 S.F. PROPOSED 14,010 S.F.
ASSEMBLY AREA (CHAPEL/SANCTUARY)	2,800 S.F. 2,800 S.F.
OFFICE/ADMIN AREA	1,400 S.F. 700 S.F.
CLASS ROOM AND NURSERY	3,444 S.F. 4,139 S.F.
OTHER PUBLIC AREA	6,566 S.F. 6,566 S.F.
STORIES	2
TOTAL OCCUPANCY LOAD DAYCARE/NURSERY (L.F. = 35SF/PERSON):	70 PEOPLE
TOTAL OCCUPANCY LOAD SCHOOL K-7 (L.F. = 20SF/PERSON):	116 PEOPLE
TOTAL OCCUPANCY LOAD OFFICE (L.F. = 100SF/PERSON):	1 PERSON
TOTAL BUILDING OCCUPANCY LOAD:	187 PEOPLE
BOYS RESTROOMS 3 TOILETS, 1 URINAL, ONE SHOWER	
GIRLS RESTROOMS 5 TOILETS, ONE SHOWER	
FIRE SPRINKLERS: YES (EXISTING)	
FIRE ALARM: YES (EXISTING)	
DAYCARE FOR 5-YR OLD AND UNDER (NOT CONCURRENT W/ WORSHIP SERVICE)	
HOURS OF OPERATION: 7:45AM-6:00PM MONDAY-FRIDAY	

GOVERNING AGENCY:
WASHOE BUILDING DEPARTMENT



FIRST FLOOR PLAN



AGENCY REVIEW SET

Engineering • Surveying • Water Rights
Resources • Environmental Services
www.rci-nv.com

RCI
Resource Concepts Inc.

DATE: _____
REVISION: _____

SPECIAL USE PERMIT
VILLAGE CHURCH 736 MCCOURRY BLVD
INCLINE VILLAGE, WASHOE NEVADA
EX FLOOR PLAN

811
Know what's below.
Call before you dig.

AGENCY REVIEW SET

C3

WSUP24-0006
EXHIBIT F

Lake Tahoe
278 Highway 69, Box 201
Incline Village, NV 89450
775-886-7500

Carson City
340 N. Nevada St.
Carson City, NV 89401
775-883-1800

06/05/2024
JOB NO.: 22-318
DATE: 06-05-2024
DESIGNED: DMH
DRAWN: DMH
CHECKED: KRS



June 5, 2024

Washoe County Office
1001 E. Ninth Street
Reno, NV 89512

**Subject: Trip Generation Analysis
The Village Church Primary School**

To Whom it May Concern:

The following is a summary of the traffic and daily vehicle trips for the above referenced proposed development. Trip generation has been determined in accordance with data obtained from the ITE Trip Generation Manual (10th Edition), for Private School (K-8), Land Use code 534 and Day Care Center, Land Use Code 565. On September 27, 2023, DOWL provided a Technical Memorandum for the Wood Creek Regulatory Zone Trip Generation Review with the rates in the table below (attached). The proposed project is to utilize the existing rooms in the church to serve as classrooms during the weekdays. This analysis assumes each existing room will be used to the maximum capacity allowed. The total capacity of the building based on occupancy is 187 people, there will be 106 students with 10 staff for the school and 61 children with 10 staff for the day care.

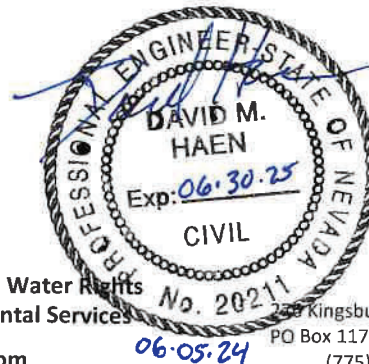
TRIP GENERATION ANALYSIS SUMMARY						
LAND USE	AM PEAK		PM PEAK		DAILY AVERAGE RATE	
	Average Rate	Trips	Average Rate	Trips	Average Rate	Trips
Private School (K-8) 106 Students	1.04	110.24	0.26	27.56	4.11	435.66
Day Care 61 Children	0.78	47.58	0.79	48.19	4.09	249.49

Reference Fitted Curve Equations – Trip Generation Manual 10th Edition, Vol. 2: Data – Private School (534)

Traffic impact reports are required whenever the proposed development project will generate 80 or more weekday peak hour trips as determined using the latest edition institute of Transportation Engineers (ITE) trip generation rates. Projects with less than 200 peak hour trips may not need to perform an impact analysis for future years. Per the trip generation analysis, as represented in the summary table above, the trips generated by the proposed development are over the 80 weekday peak hour trips and under the 200 peak hour trips. Therefore, the proposed project may need a traffic engineer to complete a traffic impact report.

Sincerely,

David Haen, P.E.
Exhibits



CARSON CITY
340 North Minnesota St.
Carson City, NV 89703-4152
(775) 883-1600 • fax: (775) 883-1656

Engineering • Surveying • Water Rights
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LAKE TAHOE
29 Kingsbury Grade, Ste. 206, Stateline, NV
PO Box 11796, Zephyr Cove, NV 89448-3796
(775) 588-7500 • fax: (775) 589-6333

**WSUP24-0006
EXHIBIT F**



TECHNICAL MEMORANDUM

TO: Washoe County Planning Commission and Board of County Commissioners
FROM: Adam Miles, P.E., Senior Transportation Engineer (DOWL)
Silas Callahan, P.E., Project Engineer (DOWL)
DATE: September 27, 2023
PROJECT: Wood Creek Regulatory Zone Trip Generation Review

1.0 BACKGROUND

This memorandum provides a trip generation review for the Wood Creek Regulatory Zone located in Incline Village, Nevada. This memo was written to compare the expected trip generation of a Private K-8 school with the existing trip generation of the special use permit land use of a Day Care Center/Pre-School. The result of this review will be included in evaluating whether a Private K-8 school can be added to the special use permit land uses allowed in the Wood Creek Regulatory Zone.

2.0 TRIP GENERATION REVIEW

The *Institute of Transportation Engineers (ITE) Trip Generation Manual 11th Edition*¹ provides national guidance on trip generation rates for a variety of land uses. Data is voluntarily provided from across the United States as new studies and information becomes available. For the land uses described in the Wood Creek Regulatory Zone, the current Day Care Center/Pre-Schools can be compared against other private education schooling options listed in the Trip Generation Manual for context. As shown in Table 1, a Day Care center is comprised of students who are dependent upon school pick-up/drop-off activity by their parent or guardian similar to a typical Private School (K-8). As such, the daily trip generation rates are approximately equal between the land uses. However, AM peak hour trip generation tends to be higher with a Private School (K-8) due to the standard school start/end times and classroom schedule as compared to a Day Care Center. Day Care Centers have higher PM Peak Hour trip generation due to the student pick-up occurring at the end of a typical workday instead of earlier (as is common with most K-8 education).

Table 1: Trip Generation Review

Land Use Type	ITE Code	Units	AM Peak Hour Average Rate	PM Peak Hour Average Rate	Daily Average Rate
Day Care Center	565	Students	0.78	0.79	4.09
Private School (K-8)	534	Students	1.04	0.26	4.11
Private School (K-12)	536	Students	0.79	0.17	2.48
Charter Elementary School	537	Students	1.02	0.14	1.85

¹ *ITE Trip Generation Manual*, 11th Edition, Institute of Transportation Engineers, September 2021.

The other educational land uses experience lower overall daily average trip generation due to the increased use of school bussing and students driving themselves to school rather than relying on parent/guardian pick-up and drop-off activity.

4.0 CONCLUSION

The Wood Creek Regulatory Zone currently allows the development of Day Care Center/Pre-schools within its boundaries after the submission of a special use permit and site-specific traffic study. As shown in the trip generation review, Private School (K-8) educational facilities operate very similar to Day Care centers on a daily basis, with minor differences which may lead to increased traffic pressure in the morning and significantly less traffic pressure in the evening.

Adding the Private School (K-8) land use to the list of acceptable special use permit land uses would be consistent with Incline Village's desire for low-pressure land uses which conform to the currently allowed options.

Private School (K-8) (534)

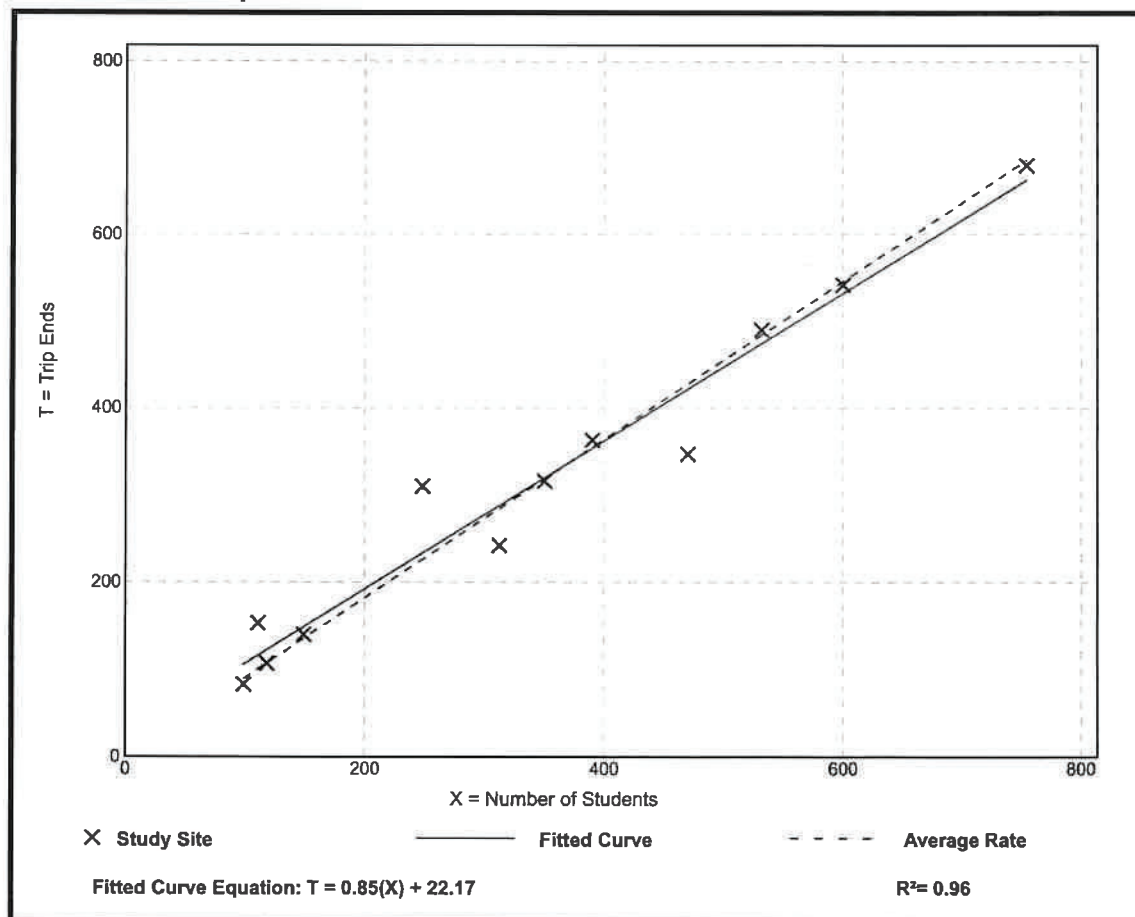
Vehicle Trip Ends vs: **Students**
 On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
 Number of Studies: 12
 Avg. Num. of Students: 344
 Directional Distribution: 55% entering, 45% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.91	0.74 - 1.39	0.14

1.04 USED

Data Plot and Equation



Private School (K-8) (534)

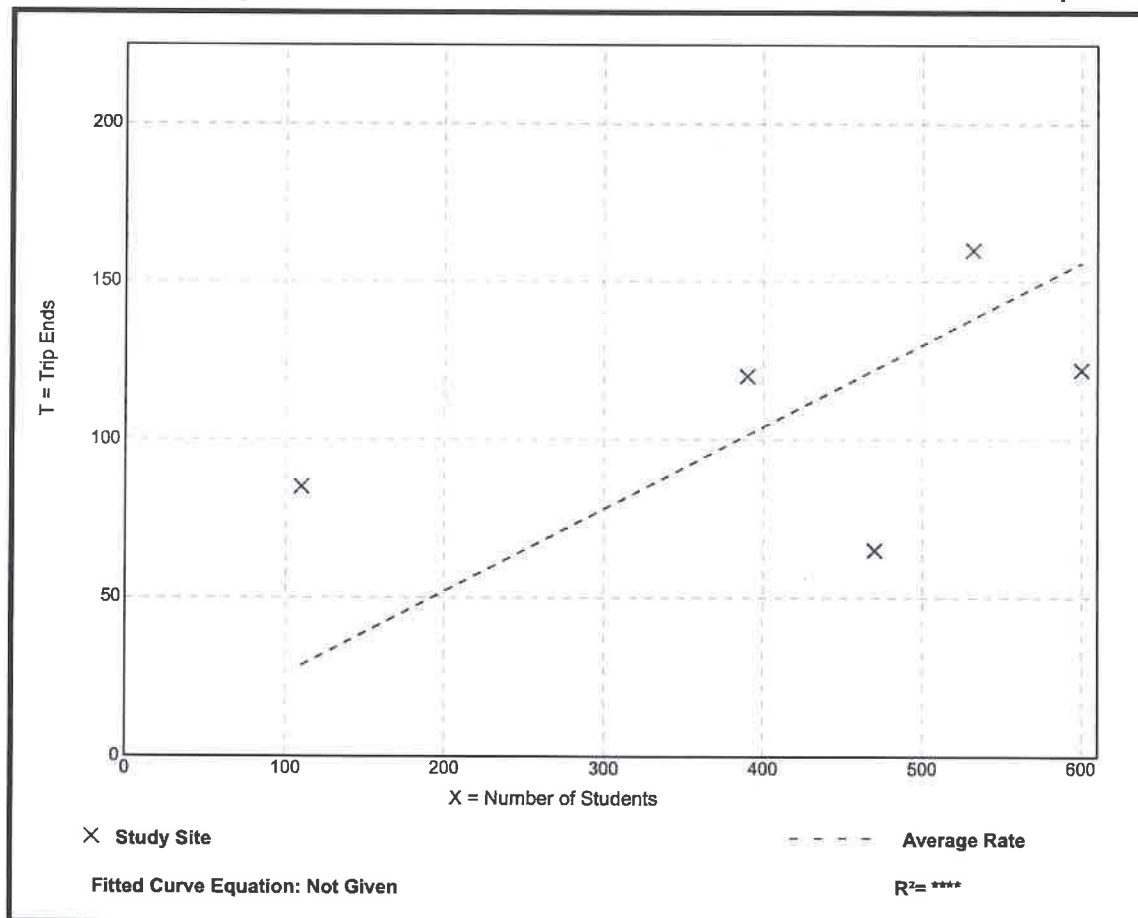
Vehicle Trip Ends vs: **Students**
 On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
 Setting/Location: **General Urban/Suburban**
 Number of Studies: **5**
 Avg. Num. of Students: **420**
 Directional Distribution: **46% entering, 54% exiting**

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.26	0.14 - 0.77	0.15

Data Plot and Equation

Caution – Small Sample Size



Private School (K-8)

(534)

Vehicle Trip Ends vs: Students
On a: Weekday

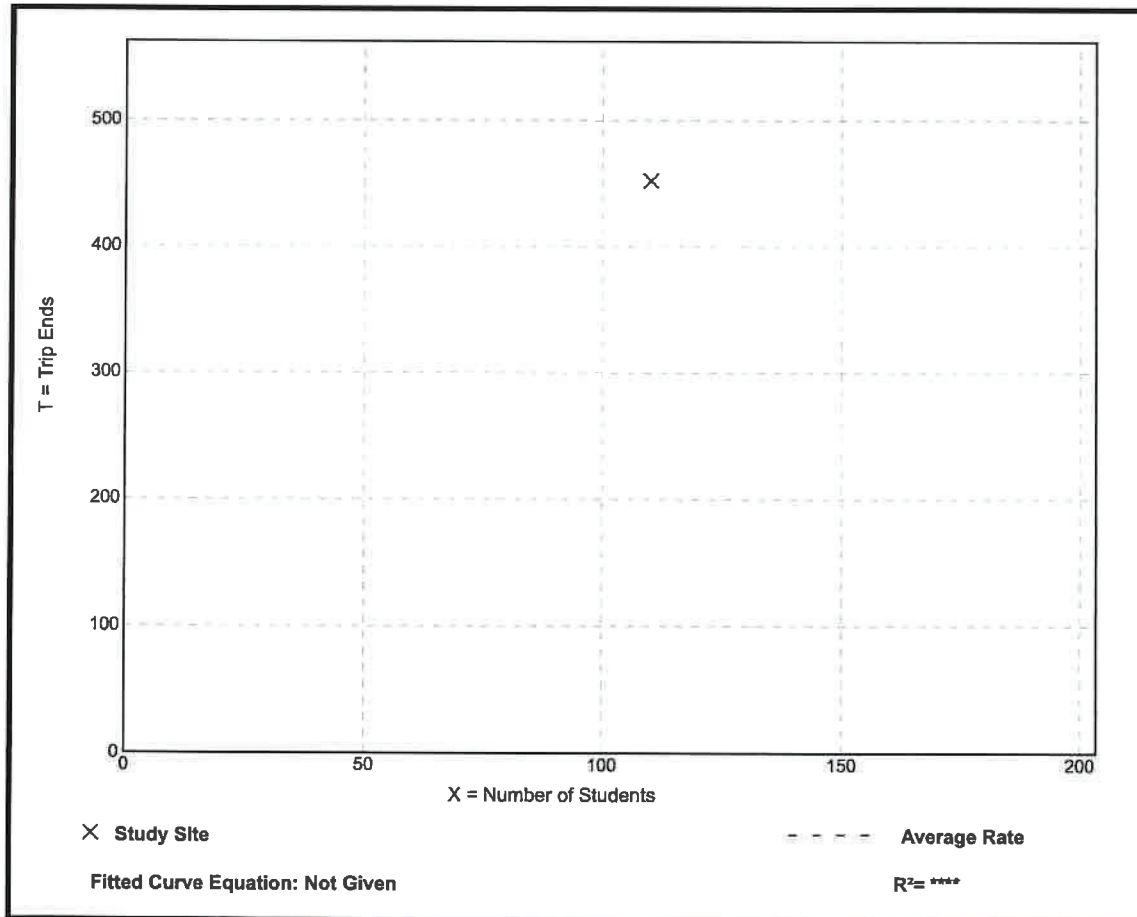
Setting/Location: General Urban/Suburban
Number of Studies: 1
Avg. Num. of Students: 110
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
4.11	4.11 - 4.11	*

Data Plot and Equation

Caution – Small Sample Size



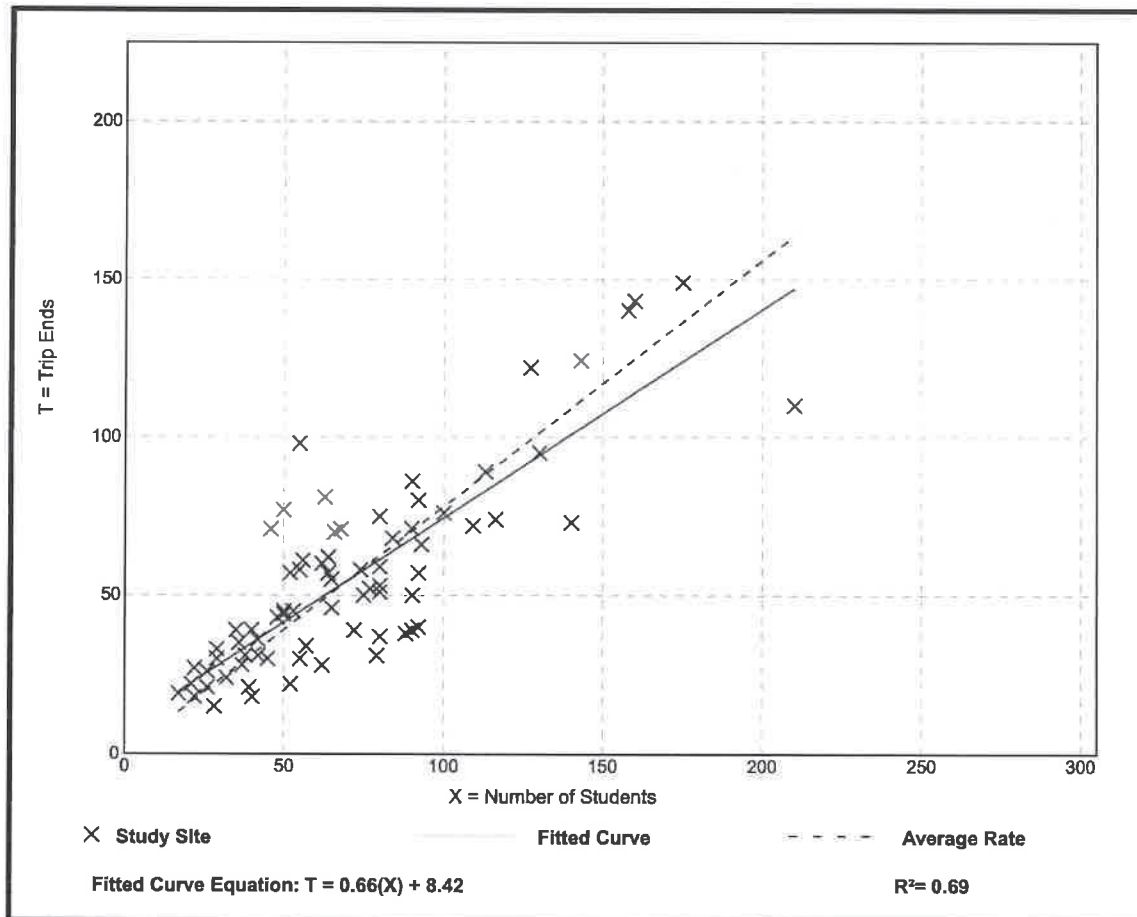
Day Care Center (565)

Vehicle Trip Ends vs: **Students**
 On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
 Number of Studies: 75
 Avg. Num. of Students: 71
 Directional Distribution: 53% entering, 47% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.78	0.39 - 1.78	0.25

Data Plot and Equation



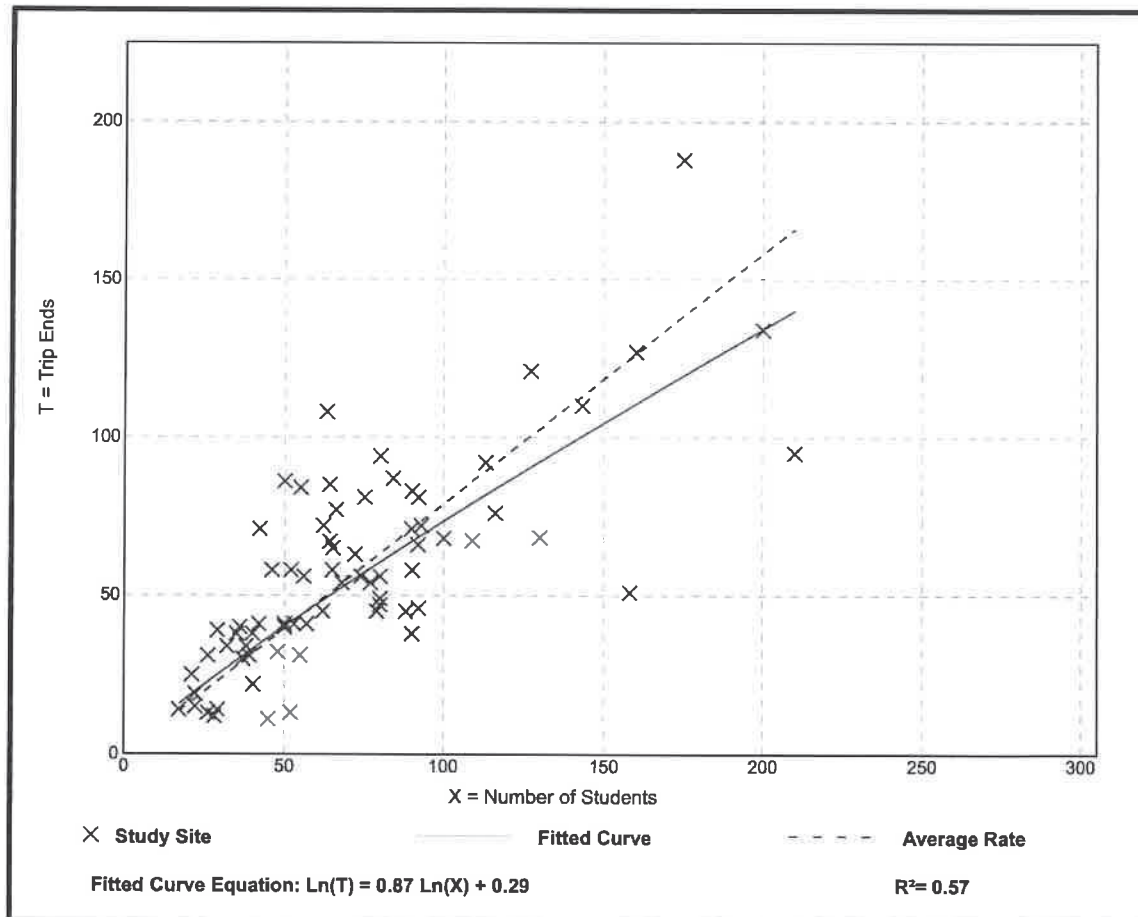
Day Care Center (565)

Vehicle Trip Ends vs: **Students**
 On a: **Weekday,**
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: General Urban/Suburban
 Number of Studies: 75
 Avg. Num. of Students: 72
 Directional Distribution: 47% entering, 53% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
0.79	0.24 - 1.72	0.30

Data Plot and Equation



Day Care Center (565)

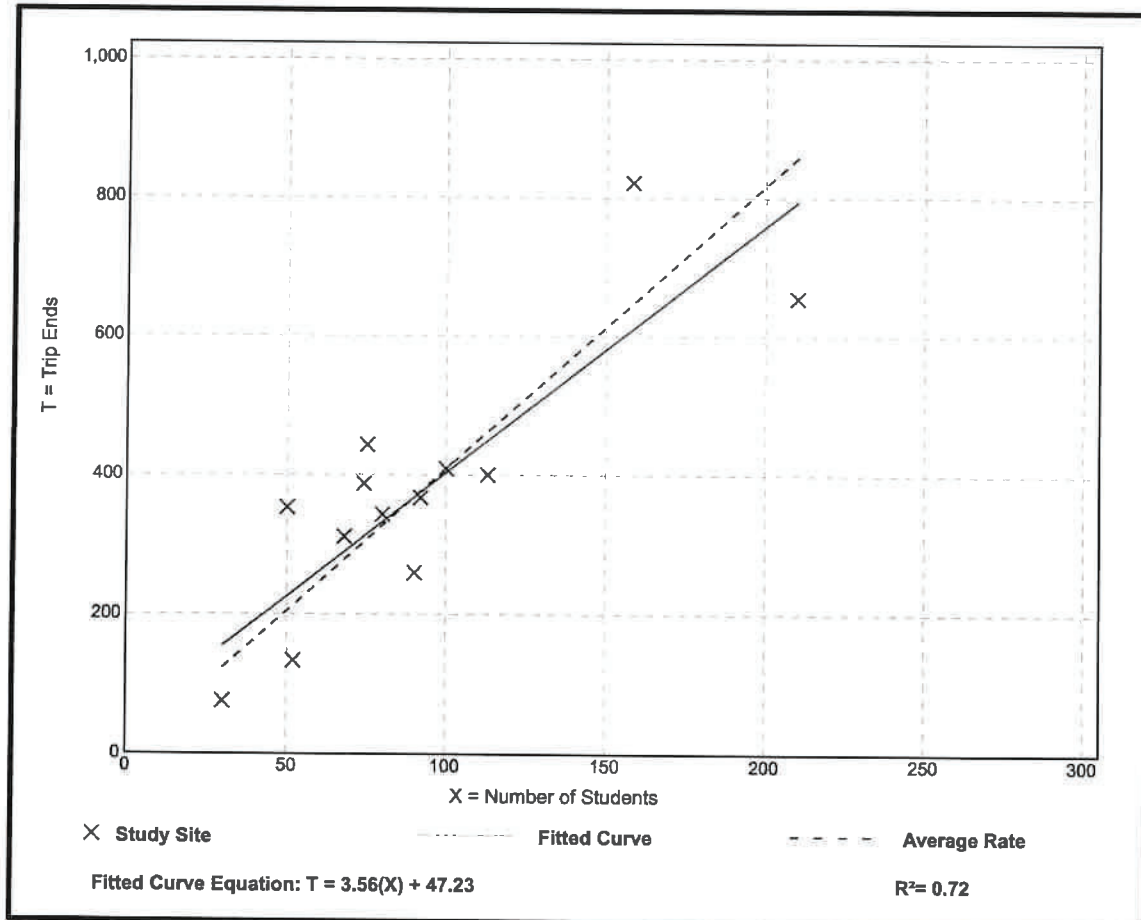
Vehicle Trip Ends vs: Students
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 14
Avg. Num. of Students: 89
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per Student

Average Rate	Range of Rates	Standard Deviation
4.09	2.50 - 7.06	1.21

Data Plot and Equation



Recommended Conditions of Approval Village Church - Special Use Permit

- 1) **Recommended Condition of Approval (Trash):** The applicant shall ensure that all trash and recycling bins are placed at the curb for collection no earlier than 5:00 AM on the scheduled day of pickup. Bins must not be placed out for collection the evening before or at any time outside of this designated window.
- 2) **Recommended Condition of Approval (Traffic):** Prior to the commencement of the school year, the applicant shall require all parents and guardians of enrolled students to sign an agreement acknowledging receipt of the school's official drop-off and pick-up policy. This agreement must confirm that they have read and understood the policy and commit to following the designated traffic patterns and all posted traffic signs in the area. Documentation of these signed agreements must be maintained by the school and made available for review upon request of the appropriate Washoe County regulatory authorities.
- 3) **Recommended Condition of Approval (Noise):** Recess periods shall be limited to specific times of the day to minimize noise impact during early morning or late afternoon hours when residential areas are most affected. The schedule must be designed in consultation with the regulatory authority and approved by Washoe County planning staff prior to the issuance of the Special Use Permit.
- 4) **Recommended Condition of Approval (Expansion and Modular Unit Restrictions):** The applicant is prohibited from expanding the existing school building or placing any modular units on the property without first amending the special use permit. As part of the amendment process, the applicant must host a neighborhood meeting to inform and engage local residents. Notification of this meeting must be provided to all property owners within 750ft of the school at least 30 days in advance of the public hearing. Documentation of the meeting, including community feedback, must be submitted to the regulatory authority as part of the amendment application.
- 5) **Recommended Condition of Approval (Maximum Student Occupancy Restrictions):** The applicant is prohibited from increasing the maximum student occupancy without first amending the special use permit. As part of the amendment process, the applicant must host a neighborhood meeting to inform and engage local residents. Notification of this meeting must be provided to all property owners within 750ft of the school at least 30 days in advance of the public hearing. Documentation of the meeting, including community feedback, must be submitted to the regulatory authority as part of the amendment application.

SECRETARY OF STATE



NEVADA STATE BUSINESS LICENSE

Juniper & Sage Consulting LLC

Nevada Business Identification # NV20212289966

Expiration Date: 11/30/2024

In accordance with Title 7 of Nevada Revised Statutes, pursuant to proper application duly filed and payment of appropriate prescribed fees, the above named is hereby granted a Nevada State Business License for business activities conducted within the State of Nevada.

Valid until the expiration date listed unless suspended, revoked or cancelled in accordance with the provisions in Nevada Revised Statutes. License is not transferable and is not in lieu of any local business license, permit or registration.

License must be cancelled on or before its expiration date if business activity ceases. Failure to do so will result in late fees or penalties which, by law, cannot be waived.



Certificate Number: B202404254592247

You may verify this certificate
online at <http://www.nvsos.gov>

IN WITNESS WHEREOF, I have hereunto set my
hand and affixed the Great Seal of State, at my
office on 04/25/2024.

FRANCISCO V. AGUILAR
Secretary of State

LICENSE NUMBER

W005241A-LIC

LICENSE TYPE

Annual
Active

THIS CERTIFIES THAT
IN THE NAME OF
LOCATED AT

LICENSE - NOT TRANSFERRABLE

POST IN A CONSPICUOUS PLACE



**COUNTY OF
WASHOE
NEVADA**



This license cannot be transferred or assigned. It is
valid only for the licensee and location shown below.

Juniper & Sage Consulting LLC
Juniper & Sage Consulting LLC
3332 SKYLINE VIEW DR, RENO, NV 89509

YEAR LICENSE VALID

Expires on 04/30/2025

LICENSE FEE PAID



To Washoe County Assessor:

We (The Village Church) are purchasing APN 124-061-12 address 770 McCourry Blvd. Incline Village NV 89451.

We will be using the new property listed above to continue and add additional ministries (religious purposes) of The Village Church located at 736 McCourry Blvd. Specific usage is for worship gatherings, Bible studies, church gatherings, church offices, youth and children's ministries, and other religious activities.

We will not lease the 770 McCourry Blvd. property.

Anne Payne

Anne Payne
Office Manager
The Village Church
775-831-0784

7/25/23

date

736 McCourry Blvd
Incline Village, NV 89451
www.TheVillageChurchNV.org
Phone (775) 831-0784
Fax (775) 831-0798

Neighborhood Meeting Sign-In Sheet

PROJECT NAME: Village Church and Saint Clare's SUP Request

MEETING LOCATION: 736 McCourry Blvd, Incline Village, NV 89451

MEETING DATE: May 16, 2024

	First and Last Name (Please print legibly)	Address	Email or Phone
1	WAYNE FORD	731 LYMOA CT.	wayne Sord Residential DESIGNER & YARD, COM.
2	CLAUDIA GODFREY	732 KELLY DRIVE	TVHSFL@AGL.COM
3	Shawn Amstock	731 Betty Lane	775-745-2648
4	Teresa + John Eppolito	525 Jensen Circle	teresa@jtahee.com
5	JIM & JANE DYKSTRA	564 BRONCO COURT	redtahoejim@gmail.com
6	Debbie Larson	580 Jackpine Lane	LarsonDebbie@hotmail.com
7	Debbie Ceragioli	991 Hook Ct PO BOX 4956 IV	d.ceragioli@gmail.com
8	Gene & Beverly Oman	402 Winding Way	geneoman@icloud.com

Disclaimer: A copy of this sign-in sheet will be provided to Washoe County Planning Division along with the project application.

	First and Last Name (Please print legibly)	Address	Email or Phone
9	FLINT BRENTON	742 Kent Drive Incline Village, NV 89451	flint.brenton@gmail.com
10	Laura Fullem-Chavis	400 Fairview Blvd #95 Incline Village NV 89451	lfc@virtuosityhc.com
11	Yolanda Knaak	650 Martin's Peak Dr Incline Village NV 89451	yolanda7777@rocketmail.com
12	Patricia Moser Morris	330 Ski Way Unit 11 Incline Village NV 89451	pmosermorris@gmail.com
13	Victoria Ogden	943 Jennifer St Incline Village NV 89451	5ogdens@att.net
14	ANN SCHOFIELD	549 LAKEHORE BLVD #13 INCLINE VILLAGE, NV 89451	inclineannie@gmail.com
15	Gregory Sikorski	PO Box 13241 KB, CA 96143	530546-4611
16	Thea Reed	423 Pat Ct. 89451	seareed@cox.net 677-100-9
17	Jennifer Moore	741 Betty Lane	moorejennifer10@yahoo.com
18	DENISE DAVIS	POB 3876, IV, NV 89450	ddavisCAB@hotmail.com
19	Helen Nell	PO Box 5641 IV NV 89450	hnell9@earthlink.net

Disclaimer: A copy of this sign-in sheet will be provided to Washoe County Planning Division along with the project application.

	First and Last Name (Please print legibly)	Address	Email or Phone
20	John Eppolito		john@jtahoea-832.8246.com
21	DONNA BAIN		donna-bain@yhd.com
22	Guy Tarvin		guytarvin@gmail.com
23	Anita Lee	595 Rockrose Ct Incline Village NV 89451	775 298-7075
24	Mark Lee	"	"
25	Karen Ferrell		Karenferrell875@gmail.com
26	HARLAN EDSON	728 KELLY DR INC. VILL. NV 89450	775) 832-7334
27	Mario & Debra Ornelas	735 Mary Blvd. IN NV 89450	210-232-5353
28	Debra Cindy Liggett	736 McCauley Blvd I-V, NV.	775-530-7978
29	Nancy Leonard	533 Knotty Pine I V	775-350-0668
30			

Disclaimer: A copy of this sign-in sheet will be provided to Washoe County Planning Division along with the project application.

PROJECT NAME

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☒ Village Church

☒ Saint Clare's

☐ BOTH

NAME: Anne Payne

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: 801 Northwood Blvd

COMMENT: Both are awesome programs/projects

I am very much in support.

We need school alternatives and school choice
including faith based schools

PROJECT NAME:

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☐ Village Church

☐ Saint Clare's

☒ BOTH

NAME: Debbie Larson

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: 580 Jackpine (adjacent subdivision)

COMMENT: I've been a member of this community over
25 years and I just can't see how these
special use permits will alter the neighborhood.
Children, events, education, etc. have already
been going on at these churches for decades.
I believe they should approve these uses.

PROJECT NAME:

(Check the project that you are submitting comments for.)

☐ Village Church

☒ Saint Clare's

☐ BOTH

Neighborhood Meeting
Comment Card

NAME:

Gene Oman

COMPANY/ORGANIZATION (if applicable):

ADDRESS:

402 Winding Way

COMMENT:

The exit plan for St. Clare's calls for exiting vehicles to return to Mt Rose Hwy - How will be enforced?

PROJECT NAME:

(Check the project that you are submitting comments for.)

☐ Village Church

☒ Saint Clare's

☐ BOTH

Neighborhood Meeting
Comment Card

NAME:

Beverly Oman

COMPANY/ORGANIZATION (if applicable):

ADDRESS:

402 Winding Way

COMMENT:

My concern is the speeding down Winding Way & Kelly — How it effects the value of our home —

I pray that St. Clares will address this for the sake of safety —

PROJECT NAME

(Check the project that you are submitting comments for.)

☐ Village Church☐ Saint Clare's☒ BOTH**Neighborhood Meeting****Comment Card****NAME:** Nancy Leonard**COMPANY/ORGANIZATION** (if applicable): _____**ADDRESS:** 533 Knotty Pine Dr. Incline Village 89451
.....**COMMENT:** It's obvious that the 2 applicants are in a position of trying to address issues in a constructive manner, which the very few complaints, are not even willing to participate. ie. The noise of children and the location of the playground.**PROJECT NAME**

(Check the project that you are submitting comments for.)

☐ Village Church☐ Saint Clare's☐ BOTH**Neighborhood Meeting****Comment Card****NAME:** Victoria Ogden**COMPANY/ORGANIZATION** (if applicable): _____**ADDRESS:** 943 Jennifer St Incline Village
.....**COMMENT:** as a parent of 3 who went through Incline Schools, I am happy to have options for current and future families. I feel families should have options in education. I also feel the churches in this community are the perfect place to educate our children who's parents are looking for options. Please allow the permits to go through

PROJECT NAME**Neighborhood Meeting
Comment Card**

(Check the project that you are submitting comments for.)

☒ Village Church☐ Saint Clare's☐ BOTHNAME: Volanda Kneale

COMPANY/ORGANIZATION (if applicable):

ADDRESS: 650 Martin Peak Dr, Incline Village NV 89451

COMMENT: I am in favor of the Village Church School. I used to live near the church and the Preschool was never a problem with traffic. The Village Church driveway enter/exit is on McCurry and there is no entrance/exit on Mt. Rose.

PROJECT NAME**Neighborhood Meeting
Comment Card**

(Check the project that you are submitting comments for.)

☒ Village Church☐ Saint Clare's☐ BOTHNAME: Alex AshfieldCOMPANY/ORGANIZATION (if applicable): Village ChurchADDRESS: 736 McCurry Blvd. Incline, NV 89451

COMMENT: As a member of the Village Church, I am an ardent supporter of schools at both the Village Church and St. Francis. School choice is extremely important. This is another opportunity for parents to choose how their children are educated. The Village Church has a heart for serving working parents w/^{or} affordable, faith-based preschool for 25 years. To be able to provide serving parent

PROJECT NAME:

(Check the project that you are submitting comments for.)

☒ Village Church☐ Saint Clare's☐ BOTH**Neighborhood Meeting
Comment Card****NAME:** Patricia Moser Morris**COMPANY/ORGANIZATION** (if applicable): _____**ADDRESS:** 330 Ski Way Unit 11, NV 89451

COMMENT: I support the school at the Village Church (of which I am a member), but I don't know enough about the St. Clare School proposal to take a position on it.

PROJECT NAME:

(Check the project that you are submitting comments for.)

☒ Village Church☐ Saint Clare's☐ BOTH**Neighborhood Meeting
Comment Card****NAME:** Jane Dykstra**COMPANY/ORGANIZATION** (if applicable): _____**ADDRESS:** 564 Bronco Ct. Incline Village, NV 89451

COMMENT: I am in support of the special use permit for the school at the Village Church. I do have a concern about the drive way onto McCourry. The curve ^{on the} east side of the drive way makes it difficult for someone leaving the church property to see traffic approaching from the east. Signage warning of the incoming driveway could be necessary.

PROJECT NAME

(Check the project that you are submitting comments for.)

☒ Village Church☒ Saint Clare's☒ BOTH**Neighborhood Meeting
Comment Card**

NAME:

Ther Reed

COMPANY/ORGANIZATION (if applicable):

ADDRESS:

423 Pat Ct.

COMMENT:

① Concerned that these 2 schools are going to take away students from our STEM schools at all levels thereby reducing government money

② Noise Traffic & student trash in RESIDENTIAL AREA!

③ How Large can these schools become? Does the special use permit limit this?

④ MOST IMPORTANT - ^{changing the zones} This opens the door for more Special-Use Permits in Residential ~~zones~~ ^{Presidents} will be set for Special Use Permits in Incline Village particularly Winding Way & Wood

PROJECT NAME

(Check the project that you are submitting comments for.)

☐ Village Church☐ Saint Clare's☒ BOTH**Neighborhood Meeting
Comment Card**

NAME:

Jennifer Moore

COMPANY/ORGANIZATION (if applicable):

ADDRESS:

741 Betty Lane IV 89451

COMMENT:

It is disappointing that the county would approve zoning changes for not one, but two schools 1/2 a block apart.

With empty classrooms in town already, why aren't the students older than pre-school securing space on existing campuses to utilize dedicated school space.

I support faith-based education, however, pursuers may not have their choice of location. Impacting existing

100 neighborhoods should be first & foremost. No one brought homes near a school - a drastic change in environment.

we did NOT
buy houses near
a school!

PROJECT NAME:**Neighborhood Meeting
Comment Card**

(Check the project that you are submitting comments for.)

☒ Village Church☐ Saint Clare's☐ BOTH**NAME:**Don Ferrell**COMPANY/ORGANIZATION** (if applicable):**ADDRESS:**501 Eagle Dr. I.V.**COMMENT:**

Our community needs a Christian school. The preschool has been a community asset for over 20 years. There are IV parents who attended who are now sending their kids to the Village Church school.

PROJECT NAME**Neighborhood Meeting
Comment Card**

(Check the project that you are submitting comments for.)

☒ Village Church☐ Saint Clare's☐ BOTH**NAME:**Karen Ferrell**COMPANY/ORGANIZATION** (if applicable):**ADDRESS:**501 EAGLE DR.**COMMENT:**

Come visit our preschool + K1 and the homeschool pod K-5 that has been operating at our church for 2-3 yrs - You will see happy kids. We need a faith based school K-5 as our community so families have a choice. Our young population is growing & we need a choice.

PROJECT NAME:

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☒ Village Church

☐ Saint Clare's

☒ BOTH

NAME: JEFFREY OGDEN

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: 943 JENNIFER ST WCLINE VILLAGE

COMMENT: I am 100% in favor of Both schools
and have no reservations about their operation.

PROJECT NAME:

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☒ Village Church

☐ Saint Clare's

☐ BOTH

NAME: Guy Tarvin

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: 1057 Mill Creek Rd

COMMENT: I fully support both proposed schools.
I think both institutions have proven
themselves. The need for these schools is
apparent & I feel these new schools would
help meet these needs

PROJECT NAME

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☐ Village Church

☒ Saint Clare's

☐ BOTH

NAME: Eugene

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: College Dr. Incline Village

COMMENT: This school is providing and meeting the needs of many parents looking for schools to train and help raise children to be christ like. We love this school and we want it to stay and grow.

PROJECT NAME

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☐ Village Church

☐ Saint Clare's

☒ BOTH

NAME: Ms. O'Neill

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: 835 Oriole way #3 Incline Village, NV 89451

COMMENT: We support more schools and options in Incline Village, NV.

PROJECT NAME

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☐ Village Church

☐ Saint Clare's

☒ BOTH

NAME: CLAUDIA GODFREY

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: 732 KELLY DRIVE

COMMENT: THE OUTSIDE NOISE IS UNACCEPTABLE IN A RESIDENTAL
NEIGHBORHOOD, THERE HAS BEEN A HUGE INCREASE IN CAR TRAFFIC
+ WALKING TRAFFIC. ST. FRANCIS PUTS OUT THEIR RECYCLABLE
CONTAINERS ON WED. AFTERNOON. PICKUP IS THURSDAY, CREATES MORE
BEAR ACTIVITY.

PROJECT NAME

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☒ Village Church

☐ Saint Clare's

☐ BOTH

NAME: Debra Ornelas

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: 775 may's Blvd Incline Village, NV 89450

COMMENT:

So excited about a potential
for private school
so many families will
take advantage of this opportunity

PROJECT NAME

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☐ Village Church

☒ Saint Clare's

☒ BOTH

NAME: Laura Fullem-Chavis

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: 400 Fairview Blvd #95 Incline Village NV 89451

COMMENT: Full support of Saint Clare school with provided adequate mitigation strategies.

Unclear that village church has such mitigation strategies if they achieve full capacity target

PROJECT NAME

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☐ Village Church

☐ Saint Clare's

☒ BOTH

NAME: Mario Ornelas

COMPANY/ORGANIZATION (if applicable): _____

ADDRESS: 775 Mary Blvd Irvine 89451

COMMENT: _____

Excited about both schools
They are wanted + needed as options
for our community

PROJECT NAME Village Church & St Clare's SUP

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☐ Village Church

☐ Saint Clare's

☒ BOTH

NAME:

Will Phillips

COMPANY/ORGANIZATION (if applicable):

Family

ADDRESS:

Incline Wye, NV 89451

COMMENT:

Please include in your special use permit the maximum amount of students safely possible to ensure the critical ~~short~~ shortage of spots available for faith based education are increased.

PROJECT NAME

Neighborhood Meeting
Comment Card

(Check the project that you are submitting comments for.)

☒ Village Church

☒ Saint Clare's

☒ BOTH

NAME: WAYNE FORUM

COMPANY/ORGANIZATION (if applicable):

WAYNE FORUM

ADDRESS:

731 LYNDIA COURT INCLINE VILLAGE, NV. 89451

COMMENT:

NO - WILL SUBMIT FINDINGS AT LATER DATE.

NOISE, SAFETY, EVACUATION, ROAD SYSTEMS
770 Now being used as a Business - Need special use permit - ? This is tied to Vill Church to move this space to a Single Family Residence. - Application is Not Valid for SUP - Move per to Norm. The Space that was lost.

PROJECT NAME:

(Check the project that you are submitting comments for.)

☐ Village Church☐ Saint Clare's☒ BOTH**Neighborhood Meeting
Comment Card****NAME:**

Teresa Eppolito

COMPANY/ORGANIZATION (if applicable):**ADDRESS:** 525 Jensen Circle Incline Village, NV 89451**COMMENTS:**

- ① How were residents who live over 750 ft from site notified?
(Nothing in local newspaper or Facebook public page)
- ② Who on TRPA, Washoe County Board of Commissioners, WAPC, represent Incline residents?
- ③ Who decides the continuation of SUP? Per Eric Young on 4/10/24 continuation of SUP is not guaranteed.

My biggest concern is future SUPs to increase foot print/building in the Wood Creek neighborhood.

PROJECT NAME

(Check the project that you are submitting comments for.)

☐ Village Church☐ Saint Clare's☒ BOTH**Neighborhood Meeting
Comment Card****NAME:**

ComStocks

COMPANY/ORGANIZATION (if applicable):**ADDRESS:** 731 Betty Lane Incline Village, NV 89451**COMMENT:**

- Noise — Playground Needs to Be Moved to other side of building. Advance Notices to ALL neighbors (written) of any Church or School Events in back Lower parking lot! (ON Kelly Drive)
- No School Traffic — through winding way of Kelly drive.
- School ZONES designation on SR431 - Kelly - McCurry - All costs of signs signing crosswalks or lights/signals to be paid by Schools no Tax payers
- No Modular Classroom projects or Buildings on or parked on Kelly Drive.

Petition Against Rezoning of The Tahoe-Wood Creek Regulatory Zone

We, the undersigned residents of Washoe County, are strongly **OPPOSED** to any amendments or changes to zoning in our NEIGHBORHOOD that would permit schools (K-Secondary) in the Tahoe Wood-Creek Regulatory Zone!

There are a multitude of reasons that should stop this re-zoning effort. The Tahoe-Wood Creek Subdivision is strictly a single-family residential area. WE WOULD LIKE TO KEEP IT THAT WAY!

1. Theresa Pireod 423 Pat Ct 89451
2. Claudia B. Madfay 732 Kelly Drive 89451
3. Dr. Clark " "
4. Cheryl Furlong 737 KELLY DR 89451
5. Harold R. Ellison 728 KELLY DR IV, NV 89451
6. Wendell R. Rahn 679 TYNER WAY NV 89451
7. R. Rahnman 679 Tyner Way, IV, NV 89451
8. Bruce K. Smith 683 Tyner Way IV, NV 89451
9. Mama Roberts 687 Tyner Way Incline Village 894
10. Dwayne R. Holt 687 Tyner Way Incline Village 894
11. Chao Quan 735 Kelly Dr, Incline Village
12. Robert J. P. P. P. 2045 ELMKREST RENO NV
13. John 499 Village Blvd Incline Village
14. Bob 499 VILLAGE BLVD IV 8945
15. Michelle W. W. W. 705 Tyner Wy, IV 8945
16. Rita 858 Lichen Ct IV, NV 8945
17. Pat 842 McCourry Blvd
18. Paula 803 McCourry Blvd IV

19. ~~Eric Spadatore~~ 491 Winding Way
20. ~~Mark Beaton~~ 390 Winding Way IV NV 89451
21. ~~Steve Bennett~~ 390 WINDING WAY INCLINE VLG NV 89451
22. ~~President/owner since 2/1948~~
- 534 23. ~~Mama & Nene~~ 879 Winding Way, NV 89450
24. ~~Frank Miller~~ 741 Betty Lane, IV 89450
25. ~~Greg Rothaus~~ 741 Betty LN IV 89450
26. ~~Sianna Leonard~~ 689 Fisher Ct. IV 89451
27. ~~Eric Segevance~~ 689 BRIDGE Ct. IV 89451
28. ~~Melene Briggs~~ 532 McDonald Dr. Incline Village NV 89451
29. ~~Bob Kitchell~~ 533 McDonald Incline, NV
30. ~~Jim MURPHY~~ 736 Betty LN. Incline Village, NV 8945
31. ~~Kimberley Ann Constock~~ 731 Betty Lane Incline Village NV 894
32. ~~A G C~~ 731 BETTY LANE INCLINE VILLAGE
33. ~~Kelli Perrell~~ 430 Pat et Incline Village NV
34. ~~Ch L K~~ 726 Kelly Dr. Incline Village
35. ~~John D~~ 525 McDonald Dr Incline Village 8945
36. ~~California~~ ~~large~~ ~~parking~~ ~~parking~~ 525 McDonald Dr Incline Village 8945
37. ~~CHUCK SWING~~ 836 McCourry I.V. 894
38. ~~Juni Sirag~~ 836 McCourry Blvd, Incline Village, NV
39. ~~Mitchell Constock~~ 731 Betty Lane incline village

g. 2 Petition Against Rezoning of the Tahoe-Wood Creek Regulatory Zone

We, the undersigned residents of Washoe County, are strongly **OPPOSED** to any amendments or changes to zoning in our NEIGHBORHOOD that would permit schools (K-Secondary) in the Tahoe Wood-Creek Regulatory Zone!

There are a multitude of reasons that should stop this re-zoning effort. The Tahoe-Wood Creek Subdivision is strictly a single-family residential area. WE WOULD LIKE TO KEEP IT THAT WAY!

1. Steve Baker 34 Winding Way Steve Baker
2. Elaine Bild 314 Winding Way Elaine Bild
3. Patrick Tharson 314 Winding Way Patrick Tharson
4. Helen Elmer 207 Winding Way Helen Elmer
5. Patricia Fournier 324 Winding Way
6. Margaret Matta 332 Winding Way
7. Simon Matta 332 Winding Way
8. GILBERT LARSEN 526 SENSEN CIR Gilbert Larsen
9. Lauri Jans 308 Winding Way
10. Barbara Longshore 389 Winding Way
11. Mary Blanchette 839 O'Neil Way - Incline Village
12. BETTINA LEVEILLE, 577 Rockrose CT, IV

13. _____

14. _____

15. _____

16. _____

17. _____

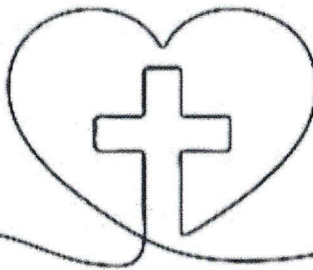
St. Clare's School Update

As a part of discerning whether there is a home for St. Clare's school in Lake Tahoe, the school recently requested that St. Francis consider the question of whether or not to allow St Clare's to establish a long-term home on the Kelly Drive lot, which would likely include an expansion of that lot and modular, non-permanent classroom buildings.

In response to this request, the Pastoral Council is developing a process to enable deliberation and a prudent decision about this proposal. In the coming weeks, we will share a more detailed plan that covers how parishioner feedback will be gathered, how all voices will be heard, and how we will come to a decision. Updates will be provided in the bulletin and announced at masses when appropriate.

It is important to note that there is already a separate administrative process ongoing with TRPA and Washoe County that will enable St Clare's to stay at St Francis for the second year of their lease: this involves a Development Code Amendment and a Temporary Use Permit (TUP) application. This process is independent of the decision we need to make as a parish, which is whether or not to welcome St Clare's as our parish school for the long term.

For any questions related to the school's request or the decision-making process developed by the Pastoral Council, please contact **Charlie White** at Charlie@MoveMountains.com.



Project Name: Village Church and Saint Clare's SUP
Meeting Location: 736 McCourry Blvd, Incline Village, NV 89451
Meeting Date: May 16, 2024

**Neighborhood Meeting
SUMMARY**

Virtual Meeting Option Provided: ☐ YES ☒ NO

Hosted By (Name): AnnMarie Lain **(Company):** Juniper & Sage Consulting, LLC

Contact (Email): juniperandsage.consulting@gmail.com **(Phone):** 775-462-7518

Public Concerns:

1. Potential Impacts to Home Values, Noise, Traffic, and Trash Pickup
2. Speeding on Winding Way & Kelly Drive, Capacity Limits
3. Enforcement of Pickup-Drop off Plan, Potential increase of more SUP's
4. General Traffic Safety, Potential Impact to Public Schools
5. Limited visibility on McCourry Blvd driveway to see traffic coming from East

Changes Made to Proposal (if applicable):

1. See page two and three of this document.
- 2.
- 3.
- 4.
- 5.

Any Additional Comments:

Postcards were mailed to over 220 property owners; approximately 33 people attended the meeting. The applicant's representative reviewed the proposal request, answered questions, and addressed public concerns.

Project Name: Village Church and Saint Clare's SUP

Neighborhood Meeting

Meeting Location: 736 McCourry Blvd, Incline Village, NV 89451

SUMMARY

Meeting Date: May 16, 2024

Virtual Meeting Option Provided: ☐ YES ☒ NO

Hosted By (Name): AnnMarie Lain

(Company): Juniper & Sage Consulting, LLC

Contact (Email): juniperandsage.consulting@gmail.com

(Phone): 775-462-7518

Changes Made to Proposal (if applicable):

- 1) **Recommended Condition of Approval (Trash):** The applicant shall ensure that all trash and recycling bins are placed at the curb for collection no earlier than 5:00 AM on the scheduled day of pickup. Bins must not be placed out for collection the evening before or at any time outside of this designated window.
- 2) **Recommended Condition of Approval (Traffic):** Prior to the commencement of the school year, the applicant shall require all parents and guardians of enrolled students to sign an agreement acknowledging receipt of the school's official drop-off and pick-up policy. This agreement must confirm that they have read and understood the policy and commit to following the designated traffic patterns and all posted traffic signs in the area. Documentation of these signed agreements must be maintained by the school and made available for review upon request of the appropriate Washoe County regulatory authorities.
- 3) **Recommended Condition of Approval (Noise):** Recess periods shall be limited to specific times of the day to minimize noise impact during early morning or late afternoon hours when residential areas are most affected. The schedule must be designed in consultation with the regulatory authority and approved by Washoe County planning staff prior to the issuance of the Special Use Permit.
- 4) **Recommended Condition of Approval (Expansion and Modular Unit Restrictions):** The applicant is prohibited from expanding the existing school building or placing any modular units on the property without first amending the special use permit. As part of the amendment process, the applicant must host a neighborhood meeting to inform and engage local residents. Notification of this meeting must be provided to all property owners within 750ft of the school at least 30 days in advance of the public hearing. Documentation of the meeting, including community feedback, must be submitted to the regulatory authority as part of the amendment application.

Project Name: Village Church and Saint Clare's SUP

Neighborhood Meeting

Meeting Location: 736 McCourry Blvd, Incline Village, NV 89451

SUMMARY

Meeting Date: May 16, 2024

Virtual Meeting Option Provided: ☐ YES ☒ NO

Hosted By (Name): AnnMarie Lain (Company): Juniper & Sage Consulting, LLC

Contact (Email): juniperandsage.consulting@gmail.com (Phone): 775-462-7518

Changes Made to Proposal (if applicable):

- 5) **Recommended Condition of Approval (Maximum Student Occupancy Restrictions):** The applicant is prohibited from increasing the maximum student occupancy without first amending the special use permit. As part of the amendment process, the applicant must host a neighborhood meeting to inform and engage local residents. Notification of this meeting must be provided to all property owners within 750ft of the school at least 30 days in advance of the public hearing. Documentation of the meeting, including community feedback, must be submitted to the regulatory authority as part of the amendment application.

Notice of Neighborhood Meeting- MEETING SCHEDULED

Dear Property Owner:

You are invited to attend a neighborhood meeting to discuss a Special Use Permit request in your area. This is your opportunity to review the proposed request, ask questions and provide feedback prior to submittal of a formal Special Use Permit application.

Neighborhood Meeting Information:

5:00 p.m., Thursday May 16, 2024

736 McCourry Blvd, Incline Village, NV 89451

Project Description:

This is a request for a Special Use Permit to 1) establish “Daycare Center/Preschool” and “Schools – kindergarten through secondary” as permitted uses on the subject property located at 701 Mount Rose Hwy for a PreK-Secondary school with a maximum occupancy of 60 students and 2) establish “Schools – kindergarten through secondary” as permitted use on the subject property located 736 McCourry Blvd for an Elementary school with a maximum occupancy of 116 students. The subject sites are located in Incline Village, NV 89451, parcel number(s) 124-031-62, 124-032-01, and 124-061-19.

If you have questions about the meeting or would like to discuss the proposed Special Use Permit requests, please contact the applicant’s representative: AnnMarie Lain, juniperandsage.consulting@gmail.com, 775-462-7518.

This is not a public hearing, and public officials will not be present. If you have questions regarding meeting requirements, please contact the Washoe County Staff Planner for the project: Courtney Weiche, 775-328-3608, cweiche@washoecounty.gov.

To review information about neighborhood meetings, please visit: <https://neighborhood-washoe.hub.arcgis.com/>

Mailing Notification List
Neighborhood Meeting

Date Mailed: May 6, 2024

Signed: 

FIRSTNAME	LASTNAME	MAILING1	MAILCITY	MAILSTATE	MAILZIP
	JACKA FAMILY TRUST	3503 N CASPER DR	GOODYEAR	AZ	85395
DANIEL J & CARISSA N	LINK	651 SECOND CREEK DR	INCLINE VILLAGE	NV	89451
JAY T	PEARSON LIVING TRUST	755 MCCOURRY BLVD	INCLINE VILLAGE	NV	89451
	BARNEDT FAMILY LIVING TRUST	1042 LAKESHORE BLVD	INCLINE VILLAGE	NV	89451
SABA E	MOZAFFARI et al	5990 THORNTREE DR	SAN JOSE	CA	95120
	RAGER LIVING TRUST	896 SOUTHWOOD BLVD UNIT 1	INCLINE VILLAGE	NV	89451-9565
ROBERT F JR & JILL M	MULCAHY	736 BETTY LN	INCLINE VILLAGE	NV	89451
	SIRON LIVING TRUST	574 LOS ALTOS CIR	MESQUITE	NV	89027
DUANE & HANNELORE	CATANIA	732 BETTY LN	INCLINE VILLAGE	NV	89451
MANUEL & CRISTINA	PIRES	730 BETTY LN	INCLINE VILLAGE	NV	89451
	COMSTOCK FAMILY TRUST 2021	731 BETTY LN	INCLINE VILLAGE	NV	89451
AUDREY F	KIRK TRUST et al	1160 HANNA GROVE TRL	WALNUT CREEK	CA	94598
	2 NV SILVER LLC	18 E 4TH ST # 902	CINCINNATI	OH	45202
RALPH & ZOYA	MOSIKIAN TRUST et al	1012 WEMAN WAY	MONTEBELLO	CA	90640
	TIRAS FAMILY TRUST-2010	PO BOX 3536	INCLINE VILLAGE	NV	89450
EARL G	FINLAY	30300 MERIDIEN CIR	UNION CITY	CA	94587
CHRISTOPHER T	PURPURA TRUST	746 KELLY DR	INCLINE VILLAGE	NV	89451
	BRENTON FAMILY 2012 TRUST	PO BOX 4959	INCLINE VILLAGE	NV	89450
DAVID M	PEROTTI	770 MAYS BLVD # 6713	INCLINE VILLAGE	NV	89451
LESIA	ANDERS TRUST	930 TAHOE BLVD STE 802 PMB 774	INCLINE VILLAGE	NV	89451
JOHN K & CLAUDIA B	GODFREY	PO BOX 6538	INCLINE VILLAGE	NV	89450
JENNIFER L	MOORE LIVING TRUST	PO BOX 3491	INCLINE VILLAGE	NV	89451
	MAST FAMILY LIVING TRUST	365 COUNTRY CLUB DR	INCLINE VILLAGE	NV	89451
	ST FRANCIS OF ASSISI REAL PROPERTY LI	290 S ARLINGTON AVE STE 200	RENO	NV	89501
HARLAN R	EDSON et al	PO BOX 4941	INCLINE VILLAGE	NV	89450
ANDREW	VISCI	465 27TH ST	SAN FRANCISCO	CA	94131
	737 KELLY DR LLC	PO BOX 3152	INCLINE VILLAGE	NV	89450
	WESTGATE FAMILY TRUST et al	44 AMESBURY CT	DANVILLE	CA	94526
CHANGCHUN	SHI et al	735 KELLY DR	INCLINE VILLAGE	NV	89451
	FULKERSON LIVING TRUST	4283 WATER HOLE RD	RENO	NV	89519
	UNITED STATES OF AMERICA	35 COLLEGE DR	SOUTH LAKE TAHOE	CA	96150
MANUEL & VALERIE J	DEANDA	62 CHANCELLOR PL	BERKELEY	CA	94705
MARK A	GREENBERG FAMILY TRUST	5290 HOMEDALE DR	CONCORD	CA	94521

Mailing Notification List
Neighborhood Meeting

Date Mailed: May 6, 2024

Signed: 

FIRSTNAME	LASTNAME	MAILING1	MAILCITY	MAILSTATE	MAILZIP
MITCHELL H & DORTHEA M	ALLEE	3301 DEER HOLLOW DR	DANVILLE	CA	94506
BARBARA M	LONGSHORE TRUST	389 WINDING WAY	INCLINE VILLAGE	NV	89451
	SHACKNV LLC	3653 SPIRIT BLUFF CT	RENO	NV	89511
	FAUSTMAN FAMILY LIVING TRUST	327 WINDING WAY	INCLINE VILLAGE	NV	89451
VITALIY & ANNA	KUZMENKO	3921 NORTON CT	ROCKLIN	CA	95677
ROBERT J & STEPHANIE	REDDELL	PO BOX 3258	INCLINE VILLAGE	NV	89450
CAROLYN R	COOPER	PO BOX 5692	INCLINE VILLAGE	NV	89450
JOHN E	SELIX	103 VALLEY CIR	MILL VALLEY	CA	94941
	INCLINE VILLAGE GENERAL IMPROVEMENT	893 SOUTHWOOD BLVD	INCLINE VILLAGE	NV	89451
CHRISTA	BEHNKEN	694 GARY CT	INCLINE VILLAGE	NV	89451
JOHN J	GEZELIN et al	575 PUTNAM DR	RENO	NV	89503
MINHAO	LIU et al	965 E EL CAMINO REAL APT 833	SUNNYVALE	CA	94087
	JAY & DAGO FAMILY TRUST et al	685 GARY CT	INCLINE VILLAGE	NV	89451
BRITTAINY L & CRISTOBAL III	SEVA	435 GARCIA AVE	HALF MOON BAY	CA	94019
	EKBERG FAMILY TRUST et al	239 BELGIAN DR	DANVILLE	CA	94526
	WASHOE COUNTY	1001 E 9TH ST BLDG A	RENO	NV	89512
	NEVADA STATE OF	1263 S STEWART ST	CARSON CITY	NV	89701
	REED FAMILY TRUST	770 MAYS BLVD # 3831	INCLINE VILLAGE	NV	89450
OLAF & JODY	ELZE	804 WINDSONG CT	WALNUT CREEK	CA	94598
ELAINE M	BILD et al	314 WINDING WAY	INCLINE VILLAGE	NV	89451
JAMES K	BRENDA	PO BOX 2998	TURLOCK	CA	95381
	MAVERICK LEGACY TRUST	322 WINDING WAY	INCLINE VILLAGE	NV	89451
MARGARET L	MATTA TRUST	332 WINDING WAY	INCLINE VILLAGE	NV	89451
JASON	SAHAGON SEPARATE PROPERTY TRUST	4641 SEQUOYAH RD	OAKLAND	CA	94605
	ALINE STOLLER-LEE & KENWADE LEE LIVING	1009 LAKE ST	MILLBRAE	CA	94030
	VILLAGE CHURCH	736 MCCOURRY BLVD	INCLINE VILLAGE	NV	89451
RICHARD R & NANCY E	PAULSEN	716 TYNER WAY	INCLINE VILLAGE	NV	89451
	STATE OF NEVADA	901 S STEWART ST STE 5003	CARSON CITY	NV	89701
LAURENCE A & PAMELA M	CATE et al	2272 SAVANNAH RIVER ST	HENDERSON	NV	89044
SAMUEL	SHEAR et al	PO BOX 1235	KINGS BEACH	CA	96143
JIZHE	WANG et al	PO BOX 11028	ZEPHYR COVE	NV	89448
STEVEN	SOLOMON TRUST	584 THE ALAMEDA	BERKELEY	CA	94707
	NEVADA STATE OF	901 S STEWART ST STE 5003	CARSON CITY	NV	89701

Mailing Notification List
Neighborhood Meeting


Date Mailed: May 6, 2024

Signed: 

FIRSTNAME	LASTNAME	MAILING1	MAILCITY	MAILSTATE	MAILZIP
	RODMAN FAMILY TRUST	PO BOX 4563	INCLINE VILLAGE	NV	89450
GABRIELLE	DENTRAYGUES TRUST et al	PO BOX 1337	CRYSTAL BAY	NV	89402
DAYNE K & MELISSA S	ROBERTS	687 TYNER WAY	INCLINE VILLAGE	NV	89451
EDELE L	SINGER et al	3347 BAHIA BLANCA E UNIT A	LAGUNA WOODS	CA	92637-2558
MARJORIE K	SHULL TRUST	21021 SARAHILLS DRIVE	SARATOGA	CA	95070
ARMAND H & TAMAR S	KILIJIAN	198 LUNADO WAY	SAN FRANCISCO	CA	94127
	MELARA FAMILY TRUST	774 MAYS BLVD # 10 PMB 386	INCLINE VILLAGE	NV	89451
	699 TYNER LLC	3225 MCLEOD DR # 110	LAS VEGAS	NV	89121
	701 TYNER LLC	3225 MCLEOD DR # 110	LAS VEGAS	NV	89121
KAREN L	HOVORKA et al	PO BOX 5417	INCLINE VILLAGE	NV	89450
RITA J	MALDONADO LIVING TRUST	6101 CARRIAGE HOUSE WAY	RENO	NV	89519
CHERYL D	WILSON TRUST	707 GALE ST	INCLINE VILLAGE	NV	89451
RUSSELL & JANET	RAY FAMILY TRUST	PO BOX 4587	INCLINE VILLAGE	NV	89450
BENJAMIN R	KAVINOKY	683 TYNER WAY	INCLINE VILLAGE	NV	89451
	BURTON TRUST	1903 THOMPSON RD	SAINT JO	TX	76265
HOWARD L	JAQUITH TRUST et al	11382 NEW ENGLAND PL	GOLD RIVER	CA	95670
M LYNNE	GARNETT TRUST	678 TYNER WAY	INCLINE VILLAGE	NV	89451
ZACHARY & HANNE	HESTER	676 TYNER WAY	INCLINE VILLAGE	NV	89451
DENT N JR	HAND TRUST	672 TYNER WAY	INCLINE VILLAGE	NV	89451
DANA A	GAUTHIER TRUST et al	668 TYNER WAY	INCLINE VILLAGE	NV	89451
ROBERT A & ELAINE M	REYNOLDS	5633 GRAND VIEW CT	ROCKLIN	CA	95765
HARRY N & MARY JANE C	SWENSON TRUST	664 TYNER WAY	INCLINE VILLAGE	NV	89451
	SCHMAUDER FAMILY LIVING TRUST	669 TYNER WAY	INCLINE VILLAGE	NV	89451
KAI R	KRAMER	3 STALYNN LN	HOUSTON	TX	77027
	WU-ZHOU FAMILY LIVING TRUST	661 TYNER WAY	INCLINE VILLAGE	NV	89451
	MILLER FAMILY TRUST	105 KING ST	LARKSPUR	CA	94939
	OWNERS OF CONDOMINIUM PM 1155	COMMON AREA	NONE	NV	0
RICHARD & MARY ANN	CUNEO TRUST	PO BOX 4	VINEBURG	CA	95487
NISARG R & KHYATI	BRAHMBHATT	1145 PLATINUM ST	UNION CITY	CA	94587
NANCY E	BARRETT TRUST	PO BOX 7021	INCLINE VILLAGE	NV	89450
	CORMAN LIVING TRUST	809 MCCOURRY BLVD	INCLINE VILLAGE	NV	89451
CARMINE & HELEN	SPADAFORÉ LIVING TRUST et al	3727 THOUSAND OAKS DR	SAN JOSE	CA	95136
	HUNKEL FAMILY 2002 TRUST	190 EL PINAR	LA SELVA BEACH	CA	95076

Mailing Notification List
Neighborhood Meeting

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Signed: 

FIRSTNAME	LASTNAME	MAILING1	MAILCITY	MAILSTATE	MAILZIP
FRANCES Y	PAXSON TRUST	1840 TICE CREEK DR APT 2144	WALNUT CREEK	CA	94595
	MORAINÉ TRUST	774 MAYS BLVD # 10-312	INCLINE VILLAGE	NV	89451
CAROL	COPPERUD LIVING TRUST et al	421 PAT CT	INCLINE VILLAGE	NV	89451
LORETTA	NICHOLS TRUST	4945 GLENDALE RD	MISSION	KS	66205
ADAM & KELLI	PERRELL	430 PAT CT	INCLINE VILLAGE	NV	89451
ALAN & EKATERINA	CHRISTOFFERSEN	428 PAT CT	INCLINE VILLAGE	NV	89451
GERALD P	BURCH LIVING TRUST	PO BOX 537	CRYSTAL BAY	NV	89402
RALPH E & BEVERLY	OMAN	402 WINDING WAY	INCLINE VILLAGE	NV	89451
	TEAM SCOTT IV LLC	1543 MONTALBAN DR	SAN JOSE	CA	95120
	DAVIS TRUST	1865 RELIEZ VALLEY RD	LAFAYETTE	CA	94549
HENRY	KRONICK	PO BOX 6668	INCLINE VILLAGE	NV	89451
	TAHOE PLACE LLC	1630 S DELAWARE ST # 25075	SAN MATEO	CA	94402
RUDY S	SALO et al	1226 10TH ST	MANHATTAN BEACH	CA	90266
PENNY L	KOCAL FAMILY TRUST	9355 OAK LEAF WAY	GRANITE BAY	CA	95746
RUSS & TERESA	SCHEIBLEY	315 EL PINTADO HEIGHTS	DANVILLE	CA	94526
DOUG	MONCRIEF	541 LUCILLE DR	INCLINE VILLAGE	NV	89451
	PARK FAMILY TRUST	3400 LONE TREE LN	RENO	NV	89511
JOHN F	ALBRECHT et al	PO BOX 4252	INCLINE VILLAGE	NV	89450
CORY	RUDOLPH et al	PO BOX 6225	INCLINE VILLAGE	NV	89450
TIM & JAMIE	LEWIS et al	119 LIVE OAK AVE	FAIRFAX	CA	94930
CHRISTINE	KLOTSCHÉ	513 LUCILLE DR	INCLINE VILLAGE	NV	89451
JAIMI M & JON B	DOWNEY et al	2374 KNOLLWOOD DR	SHINGLE SPRINGS	CA	95682
BRIANNA L & JASON	SHECK	PO BOX 4052	INCLINE VILLAGE	NV	89450
SUSAN	JORTH LIVING TRUST	774 MAYS BLVD STE 10 PMB 463	INCLINE VILLAGE	NV	89451
DONALD L & LAURA B	LANDRETH TRUST	63 KILKENNY PL	ALAMEDA	CA	94502
DARLENE A	NILSSON	805 O'NEIL WAY	INCLINE VILLAGE	NV	89451
MICHAEL S	LIBRIZZI TRUST	809 O'NEIL WAY	INCLINE VILLAGE	NV	89451
BETH K	ANDERSON TRUST	PO BOX 4514	INCLINE VILLAGE	NV	89450
DAVE	ANDERSON QUALIFIED PERSONAL RESID	2008 MESQUITE CT	CARLSBAD	CA	92009
	NEVADA PACIFIC DEVELOPMENT CORP	985 DAMONTE RANCH PKWY # 310	RENO	NV	89521
JORGEN & VIVI-ANNE	REGSTAD 2018 TRUST	202 OLEANDER DR	SAN RAFAEL	CA	94903
	HOWARD FAMILY LIVING TRUST	774 MAYS BLVD # 10-314	INCLINE VILLAGE	NV	89451
JEREMY & YI	LINK TRUST	500 LUCILLE DR	INCLINE VILLAGE	NV	89451

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[Signature]

FIRSTNAME	LASTNAME	MAILING1	MAILCITY	MAILSTATE	MAILZIP
CLEMEN & MIU C	JUE	12896 LA BARRANCA RD	LOS ALTOS	CA	94022
	STROTZ LIVING TRUST	809 CARANO CT	INCLINE VILLAGE	NV	89451
	CRUZ FAMILY TRUST	815 CARANO CT	INCLINE VILLAGE	NV	89451
	BARKER 2008 FAMILY TRUST	821 CARANO CT	INCLINE VILLAGE	NV	89451
STEFAN V & NELLY R	KIRITZOV	5172 SILVER BIRCH DR	CASTRO VALLEY	CA	94552
RICHARD & ELLYN	THALL TRUST	810 O'NEIL WAY	INCLINE VILLAGE	NV	89451
DOUGLAS A	FULTON	806 O'NEIL WAY	INCLINE VILLAGE	NV	89451
DONALD	HEDGES FAMILY TRUST	PO BOX 5682	INCLINE VILLAGE	NV	89450
SCOTT	FREIDUS	520 LUCILLE DR	INCLINE VILLAGE	NV	89451
GUNNAR	THORDARSON 2002 TRUST	PO BOX 7739	INCLINE VILLAGE	NV	89450
	ROLEN FAMILY TRUST	PO BOX 4183	INCLINE VILLAGE	NV	89450
ELISE M	HOUREN	808 CARANO CT	INCLINE VILLAGE	NV	89451
	TURNER FAMILY TRUST	1719 TOLEDO AVE	BURLINGAME	CA	94010
WILLIAM & CAROL L	SOMPLATSKY-JARMAN	3249 E HIDDEN SPRINGS DR	WASHINGTON	UT	84780
	EMIGH LAND LP	5814 PEDRICK RD	DIXON	CA	95620
JILL	COURT QUALIFIED RESIDENCE TRUST	PO BOX 6736	INCLINE VILLAGE	NV	89450
	THREE PEAKS TRUST	774 MAYS BLVD STE 10 PMB 194	INCLINE VILLAGE	NV	89451
	STRALEY TRUST	455 JILL CT	INCLINE VILLAGE	NV	89451
	457 JILL COURT LLC	1312 N MILL CT	PALATINE	IL	60074
PATRICK K & NATALIE L	SWEENEY LIVING TRUST	459 JILL CT	INCLINE VILLAGE	NV	89451
	BEAULAC FAMILY TRUST	774 MAYS BLVD STE 10 PMB 301	INCLINE VILLAGE	NV	89451
MICHELE	SABAH LIVING TRUST	738 TYNER WAY	INCLINE VILLAGE	NV	89451
WILLIAM E	MEIXNER TRUST	1177 GORSLINE DR	EL CAJON	CA	92021
MARVIN JR	GRIER et al	734 TYNER WAY	INCLINE VILLAGE	NV	89451
JACQUELYN S	WARREN LIVING TRUST et al	732 TYNER WAY	INCLINE VILLAGE	NV	89451
RICHARD	DREWES FAMILY TRUST	PO BOX 3733	INCLINE VILLAGE	NV	89450
GRABLE B	RONNING	PO BOX 7804	INCLINE VILLAGE	NV	89450
	COLE MERDINGER LIVING TRUST	726 TYNER WAY	INCLINE VILLAGE	NV	89451
CHRISTIANA & JONATHAN	REINING et al	530 BOULEVARD WAY	PIEDMONT	CA	94610
FRANCIS H	MCGILL	8105 CRESTVIEW CT	GILROY	CA	95020
	JAMES DINGES & LINDA LAWRENCE JOIN	21835 ADVOCATES CT	CORNELIUS	NC	28031
	SWANSON FAMILY TRUST	46 OLYMPIA HILLS CIR	LAS VEGAS	NV	89141
LARRY D & JILL E	MYERS TRUST	930 TAHOE BLVD STE 802 PMB 342	INCLINE VILLAGE	NV	89451

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JASON E	HUMMEL LIVING TRUST	PO BOX 6322	INCLINE VILLAGE	NV	89450
SHELBY & KELLY	ELIAS	4201 N 63RD ST	SCOTTSDALE	AZ	85251
BEV	BLOK LIVING TRUST et al	930 TAHOE BLVD # 802-327	INCLINE VILLAGE	NV	89451
THOMAS J & JANET M	OSWALD LIVING TRUST et al	727 TYNER WAY	INCLINE VILLAGE	NV	89451
	FRANK O'DEA & KATHLEEN LOCKETTI TRU	4149 MAMMOTH AVE	SHERMAN OAKS	CA	91423
J STEPHANIE	KRMPOTIC LIVING TRUST et al	2870 WICKER CT	SPARKS	NV	89436
	LANCIAL FAMILY TRUST	733 DEE CT	INCLINE VILLAGE	NV	89451
ROBERT & ELLEN	GIFFORD FAMILY TRUST	735 DEE CT	INCLINE VILLAGE	NV	89451
	RYAN & HAMBRICK-RYAN FAMILY TRUST	737 TYNER WAY	INCLINE VILLAGE	NV	89451
	WOLSTAN FAMILY TRUST	40 CLEAR VISTA DR	PALOS VERDES PENINSULA	CA	90274
	SMHC 4 LLC	91 ISABELLA AVE	ATHERTON	CA	94027
PETER H	BETTI et al	743 TYNER WAY	INCLINE VILLAGE	NV	89451
ELHUM & EMILY	WARNER	1712 PORT ASHLEY PL	NEWPORT BEACH	CA	92660
DANIEL C & KATHLEEN S	HEDIGAN FAMILY TRUST	55 BLUE HERON	IRVINE	CA	92603
RAYMOND M	TULLOCH et al	643 2ND CREEK DR	INCLINE VILLAGE	NV	89451
EDWARD D & NANCY M	COX SURVIVORS TRUST	27 EL PAYO REAL CIR	SAN RAFAEL	CA	94903
	ECONOME FAMILY TRUST	824 TREEHOUSE LN	SACRAMENTO	CA	95894
	HUGHES FAMILY TRUST	11760 TAM OSHANTER DR	SALINAS	CA	93906
	STATE OF NEVADA	1263 S STEWART ST	CARSON CITY	NV	89701
	GRAHAM 2003 FAMILY TRUST	PO BOX 5473	INCLINE VILLAGE	NV	89450
	LHUIILLIER LAND HOLDINGS LTD	6F PJI CORP CTR-1782 N CARCIA CORNE	CANDELARIA STS MAKATI CITY 1209		
JAMES C	MULLANEY LIVING TRUST	PO BOX 5782	INCLINE VILLAGE	NV	89450
	JONES FAMILY TRUST	3084 SANDSTONE RD	ALAMO	CA	94507
	TRINIDAD LIVING TRUST	654 MARTIS PEAK DR	INCLINE VILLAGE	NV	89451
	KRAMM TRUST	PO BOX 7194	SPRECKELS	CA	93962
ALBERTA M	MCCLUEN et al	3690 AUBURN FOLSOM RD	LOOMIS	CA	95650
	NEVE LIVING TRUST	PO BOX 4940	INCLINE VILLAGE	NV	89450
	BAKER FAMILY TRUST	PO BOX 4372	INCLINE VILLAGE	NV	89450
EVAN & SHANNON	REGENSTREIF FAMILY TRUST	3233 BAKER LN	FRANKLIN	TN	37064
LINDA	BRADFORD TRUST et al	759 TAYLOR AVE	ALAMEDA	CA	94501
	THIRD THIRD LLC et al	802 SANDPOINT AVE STE 8301	SANDPOINT	ID	83864
	SAULI DANPOUR & LEILI EGHBAL JOINT L	PO BOX 6738	INCLINE VILLAGE	NV	89450
DANA L	DONOVAN	304 WINDING WAY	INCLINE VILLAGE	NV	89451

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ROBERT P & LAUREL E	JONES	308 WINDING WAY	INCLINE VILLAGE	NV	89451
	DESANTIS FAMILY TRUST	928 CHAUTAUQUA BLVD	PACIFIC PALISADES	CA	90272
VICTOR	BARKHORDARIAN TRUST	PO BOX 932	BELVEDERE TIBURON	CA	94920
EMILY K & BRIAN W	WHITLEY	727 LYNDA CT	INCLINE VILLAGE	NV	89451
WAYNE W & DONNA K	FORD	PO BOX 4775	INCLINE VILLAGE	NV	89450
MARIN R & ALINA V	BOCHIS	342 WINDING WAY	INCLINE VILLAGE	NV	89451
SACHIN N & MONA L	PARATE	151 CHESWOLD VALLEY RD	HAVERFORD	PA	19041
THOMAS & PATRICIA	DOBSON TRUST	2121 COUNTRYMAN LN	LA CANADA FLINTRIDGE	CA	91011
	DE MENNO TRUST	26092 PASEO MINERO	SAN JUAN CAPISTRANO	CA	92675
BRIAN	SOLIS et al	17 CALLE ANGELITOS	SAN CLEMENTE	CA	92673
	PATZMAN FAMILY TRUST	648 2ND CREEK DR	INCLINE VILLAGE	NV	89451
KATHLEEN	CLARK	646 2ND CREEK DR	INCLINE VILLAGE	NV	89451
RALPH	GUNTHER 2005 TRUST	125 GREENRIDGE DR	RENO	NV	89509
	HARTMAN FAMILY TRUST	PO BOX 4469	INCLINE VILLAGE	NV	89450
KAREN A	GOTELLI et al	653 TYNER WAY	INCLINE VILLAGE	NV	89451
JOHN & JULIET	KELLEY	33 MONTCLAIR TER	SAN FRANCISCO	CA	94109
	CHARLES FAMILY TRUST	44 MARIE ST	SAUSALITO	CA	94965
	ARNOLD FAMILY TRUST	659 TYNER WAY	INCLINE VILLAGE	NV	89451
ANDY H C & PHYLLIS	CHEN	1002 SUNDANCE DR	FREMONT	CA	94539
	332 ASPEN LEAF LANE LLC et al	930 TAHOE BLVD STE 802 PMB 277	INCLINE VILLAGE	NV	89451
C WEICHE	WASHOE COUNTY CSD - PLANNING	1001 E 9TH ST, BLDG A	RENO	NV	89512
DISTRICT 1	WASHOE COUNTY MANAGER'S OFFICE	1001 E 9TH ST, BLDG A	RENO	NV	89512
COMMISSIONER SUPPORT	WASHOE COUNTY MANAGER'S OFFICE	1001 E 9TH ST, BLDG A	RENO	NV	89512