



# WASHOE COUNTY PLANNING COMMISSION Meeting Minutes

## Planning Commission Members

Roger Edwards, Chair  
D.J. Whittemore, Vice Chair  
James Barnes  
Sarah Chvilicek  
Neal Cobb  
Roy H. Hibdon  
Jonathan C. Reynolds  
Carl R. Webb, Jr., AICP, Secretary

Tuesday, May 6, 2014  
6:30 p.m.

**Washoe County Commission Chambers**  
1001 East Ninth Street  
Reno, NV

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The Washoe County Planning Commission met in regular session on Tuesday, May 6, 2014, in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada.

### 1. Determination of Quorum

Mr. Webb called the meeting to order at 6:31 p.m. The following Commissioners and staff were present; Commissioner Cobb agreed to Chair the meeting:

Commissioners present: Neal Cobb, Acting Chair  
James Barnes  
Sarah Chvilicek  
Jonathan C. Reynolds

Commissioners absent: Roger M. Edwards, Chair  
D.J. Whittemore, Vice Chair  
Roy H. Hibdon

Staff present: Carl R. Webb, Jr., AICP, Planning Manager, Planning and Development  
Sandra Monsalve, AICP, Senior Planner, Planning and Development  
Roger Pelham, Senior Planner, Planning and Development  
Greg Salter, Esq., Deputy District Attorney  
Donna Fagan, Office Assistant III, Community Services Department  
Sara DeLozier, Recording Secretary

### 2. Pledge of Allegiance

Commissioner Chvilicek led the pledge to the flag.

### 3. Ethics Law Announcement

Deputy District Attorney Salter provided the ethics procedure for disclosures.

### 4. Appeal Procedure

Mr. Webb recited the appeal procedure for items heard before the Planning Commission.

## 5. Public Comment

As there was no one wishing to speak, Acting Chair Cobb closed the public comment period.

## 6. Approval of Agenda

In accordance with the Open Meeting Law, Commissioner Chvilicek moved to approve the agenda for the May 6, 2014 meeting as written. Commissioner Reynolds seconded the motion, which carried unanimously.

## 7. Approval of Minutes of the April 1, 2014 Meeting

Commissioner Chvilicek moved to approve the minutes for the April 1, 2014 Planning Commission meeting as written. Commissioner Barnes seconded the motion which initially failed with a vote of three in favor, one abstention (Commissioner Reynolds), and three absent; and the minutes were continued to the May agenda. This item was later re-opened on the advice of counsel who indicated under the newly adopted Planning Commission Rules, Policies and Procedures, only a majority of those present was required to carry a motion. With that information, the April 1, 2014 minutes were approved as written.

## 8. Consent Items

None

## 9. Planning Items and Public Hearings

**A. PUBLIC HEARING: Abandonment Case Number AB14-001 (Amundson Residence) (Continued from the April 1, 2014 agenda)** – This is a request to abandon two (2) 33-foot government tract patent parcel access and public utility easements on the north and east sides of the subject property, located at 0 Mountain Ranch Road.

- Applicant/ Property Owner: Christina Amundson (Herbert Trust)
- Location: 3744 Vancouver Drive, Reno, NV 89511  
[0 Mountain Ranch Road]
- Assessor's Parcel Number: 150-250-48
- Parcel Size: ±2.47 acres
- Regulatory Zone: High Density Rural (HDR)
- Master Plan Category: Rural Residential (RR)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Commission District: 2 – Commissioner Humke
- Development Code: Article 806, Vacations and Abandonments of Streets or Easements
- Section/Township/Range: Section 26, T18N, R19E, MDM  
Washoe County, NV
- Staff: Sandra Monsalvè, AICP, Senior Planner
- Phone: 775.328.3608
- E-mail: [smonsalve@washoecounty.us](mailto:smonsalve@washoecounty.us)

Acting Chair Cobb opened the public hearing; no disclosures were made by members of the Commission. Ms. Monsalve reviewed her staff report dated April 22, 2014, noting the correct physical address is 0 Mountain Ranch Road. As there were no requests to provide testimony, Acting Chair Cobb closed the public hearing. Commissioner Reynolds moved to partially



approve with conditions Abandonment Case Number AB14-001 (Amundson Residence); Commissioner Chvilicek seconded the motion which carried unanimously.

The motion was based on the following findings in accordance with Washoe County Development Code Section 110.806.20:

1. With respect to the northern 33-foot access and public utility easement, I move to make the following three findings and to order the abandonment when the conditions attached hereto as Exhibit A have been met, in accordance with Washoe County Development Code Section 110.806.20.
  1. Master Plan. The abandonment or vacation is consistent with the policies, action programs, standards and maps of the Master Plan and the Southwest Truckee Meadows; and
  2. No Detriment. The abandonment or vacation does not result in a material injury to the public; and
  3. Existing Easements. Existing public utility easements in the area to be abandoned or vacated can be reasonably relocated to provide similar or enhanced service.
2. With respect to the eastern 33-foot access and public utility easement, I move to deny the proposed abandonment without prejudice because of the inability to make the following findings:
  1. Master Plan. The abandonment or vacation is consistent with the policies, action programs, standards and maps of the Master Plan and the Southwest Truckee Meadows; and
  2. No Detriment. The abandonment or vacation does not result in a material injury to the public.

**B. PUBLIC HEARING: Regulatory Zone Amendment Case Number RZA14-002 (Truckee Meadows Water Authority, Bridge Street) – To amend the regulatory zone on two parcels from General Commercial (GC) to Public and Semi-Public Facilities (PSP).**

- Location: 180 Bridge Street, Verdi, NV, approximately 250 feet north of the intersection of Bridge Street and US Highway 40
- Assessor's Parcel Numbers: 038-060-30 and 038-394-06
- Parcel Size: ± 11.31 acres
- Current Regulatory Zone: General Commercial (GC)
- Proposed Regulatory Zone: Public and Semi-Public Facilities (PSP)
- Master Plan Designation: Commercial (C)
- Area Plan: Verdi
- Citizen Advisory Board: Verdi Township (inactive)
- Commission District: 5 – Commissioner Weber
- Development Code: Authorized in Article 821, Amendment of Regulatory Zone
- Section/Township/Range: Within Sections 8 and 17, T19N, R18E, MDM Washoe County, NV
- Staff: Roger Pelham, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775.328.3622
- E-mail: [rpelham@washoecounty.us](mailto:rpelham@washoecounty.us)

Acting Chair Cobb opened the public hearing; no disclosures were made by members of the Commission. Roger Pelham reviewed his staff report dated April 15, 2014. Angela Fuss, CFA, Applicant Representative, provided background on the request indicating the Truckee Meadows Water Authority (TMWA) had acquired the property within the last six months, and owned the two parcels to the north already zoned Public/Semi-Public (PSP). They intend to use the four parcels for public facilities type use. Ms. Fuss said TMWA had met with adjacent property owners to let them know what they were doing. The neighbors were in support of what TMWA was going to do and they were happy to hear the vacant house on the property would be torn down and the property cleaned up.

Hearing no requests to speak, Acting Chair Cobb closed the public hearing.

Commissioner Chvilicek moved that after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Planning Commission recommend adoption of the proposed Regulatory Zone Amendment to the Washoe County Board of County Commissioners, as shown on Exhibit B of the staff report, having made all seven findings in accordance with Washoe County Development Code Section 110.821.15; Commissioner Reynolds seconded the motion which carried unanimously.

The motion and recommendation for approval was based on the following findings in accordance with Washoe County Code Section 110.821.15:

1. The proposed amendment is in substantial compliance with the policies and action programs of the Master Plan and the Regulatory Zone Map.
2. The proposed amendment will provide for land uses compatible with (existing or planned) adjacent land uses, and will not adversely impact the public health, safety or welfare.
3. The proposed amendment responds to changed conditions or further studies that have occurred since the plan was adopted by the Board of County Commissioners, and the requested amendment represents a more desirable utilization of land.
4. There are or are planned to be adequate transportation, recreation, utility, and other facilities to accommodate the uses and densities permitted by the proposed amendment.
5. The proposed amendment will not adversely affect the implementation of the policies and action programs of the Washoe County Master Plan.
6. The proposed amendment will promote the desired pattern for the orderly physical growth of the County and guides development of the County based on the projected population growth with the least amount of natural resource impairment and the efficient expenditure of funds for public services.
7. The proposed amendment will not affect the location, purpose and mission of the military installation.

**C. Washoe County 2013 Regional Plan Annual Report** – Review and authorize transmittal of the 2013 Washoe County Regional Plan Annual Report, as amended to incorporate Planning Commission comments, to the Regional Planning Commission and Governing Board on behalf of the Washoe County Planning Commission pursuant to Nevada Revised Statutes 278.0286.

Sandra Monsalve reviewed her staff report dated April 22, 2014.

Acting Chair Cobb opened public comment. As there was no request to comment; Acting Chair Cobb closed public comment.



Commissioner Barnes moved to approve and made the motion; "Based on comments received, Planning Commission review, and consistency with the adopted annual reporting procedures and state law, the Washoe County Planning Commission hereby authorizes staff to submit the 2013 annual report to the Truckee Meadows Regional Planning Commission and Governing Board on behalf of the Washoe County Planning Commission. Commissioner Reynolds seconded the motion which carried unanimously".

## **10. Chair and Commission Items**

### **A. Report on previous Planning Commission items**

Acknowledge report on follow-up between Springs Lutheran Church and neighboring property owner regarding fencing between properties. Mr. Pelham reviewed his staff report dated April 18, 2014, regarding case number SW13-001 heard before the Commission on December 18, 2013. He indicated that the property owner and neighbors came to an amicable decision whereas, the front half of the property, by the developed residence, would be a rock wall and in the rear, near the open pasture, there will be a chain link fence with slats. There is no action necessary by the Commission.

Commissioner Chvilicek asked for an update on the progress of the process for Storage Containers. Mr. Webb responded; the proposed amendment is going to the County Commission for a first reading on May 13, 2014. The second reading and possible adoption is tentatively scheduled for June 17, 2014 of the BCC. If the ordinance is adopted, it will be effective two weeks from the adoption date.

### **B. Future agenda items and staff reports**

None

## **11. \*Director's Items**

Mr. Webb indicated there were two applicants, one from District 1 and one At-Large, for the upcoming Planning Commission vacancies due to term limits being met by Commissioner's Cobb and Hibdon. The applications will tentatively go to the BCC on June 17, 2014 for approval. Mr. Webb asked Commissions if any of them would like to volunteer as mentors for the two new Commissioner members, please let him know after the meeting.

### **A. \*Legal information and updates**

None

## **12. \*Public Comment**

With no response to the call for public comment, Acting Chair Cobb closed the public comment period.

## **13. Adjournment**

With no further business scheduled before the Planning Commission, the meeting adjourned at 7:08 p.m.

Respectfully submitted,

  
for Sara DeLozier, Recording Secretary

Approved by Commission in session on May 5, 2015.

  
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Carl R. Webb, Jr., AICP  
Secretary to the Planning Commission