



WASHOE COUNTY PLANNING COMMISSION (Training Workshop) Notice of Meeting and Agenda

Planning Commission Members

Sarah Chvilicek, Chair
Larry Chesney, Vice Chair
James Barnes
Thomas B. Bruce
Francine Donshick
Philip Horan
Michael W. Lawson
Trevor Lloyd, Secretary

Monday, October 29, 2018
12:00 p.m. to 2:30 p.m.

Washoe County Administration Complex
Mt. Rose/Slide Mtn. Conference Room
1001 East Ninth Street, Bldg. A
Reno, NV

PUBLIC HEARING ITEMS SCHEDULED ON THIS AGENDA

- **No Public Hearing Items**

Items for Possible Action. All numbered or lettered items on this agenda are hereby designated for **possible action** as if the words "for possible action" were written next to each item (NRS 241.020), except for items marked with an asterisk (*). Those items marked with an asterisk (*) may be discussed but action will not be taken on them.

Possible Changes to Agenda Order and Timing. Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting, moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

Public Comment. During the "General Public Comment" items listed below, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during public hearing and planning items that are *not* marked with an asterisk (*). If an item is continued, then public comment will not be heard for that item until the date of the continued hearing. Any public comment for hearing and planning items will be heard before action is taken on the item and must be about the specific item being considered by the Commission. In order to speak during any public comment, each speaker must fill out a "Request to Speak" form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations and three minutes for individual speakers unless extended by questions from the Commission or by action of the Chair. Comments are to be directed to the Commission as a whole and not to one individual.

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

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

Posting of Agenda; Location of Website. Pursuant to NRS 241.020, the Agenda for the Board Meeting has been posted at the following locations: Washoe County Administration Building (1001 E. 9th Street, Bldg. A); Washoe County Courthouse – Second Judicial District Court (75 Court Street); Washoe County – Reno Downtown Library (301 South Center Street); Sparks Justice Court (1675 East Prater Way); https://www.washoecounty.us/csd/planning_and_development/board_commission/planning_commission/index.php; and <https://notice.nv.gov>.

How to Get Copies of Agenda and Support Material. Copies of this agenda and supporting materials may be obtained on the Planning and Building Division website (http://www.washoecounty.us/csd/planning_and_development/board_commission/planning_commission/index.php) or at the Planning and Building Division Office (contact Katy Stark, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3618, e-mail krstark@washoecounty.us). If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Support material is available to the public at the same time it is distributed to Planning Commissioners. If material is distributed at a meeting, it is available within one business day after the meeting.

Special Accommodations. The facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g. sign language interpreters or assisted listening devices) at the meeting should notify the Washoe County Planning and Building Division, at 775.328.6100, two working days prior to the meeting.

Appeal Procedure. Most decisions rendered by the Planning Commission are appealable to the Board of County Commissioners. If you disagree with the decision of the Planning Commission and you want to appeal its action, call the Planning staff immediately at 775.328.6100. You will be informed of the appeal procedure, and application fee. Appeals must be in writing and must be delivered to the Planning and Building Division within 10 calendar days from the date that the decision being appealed is signed by the Planning Commission Chair and/or the Secretary to the Planning Commission, filed with the Secretary to the Planning Commission, and mailed to the original applicant in the proceeding being appealed, in accordance with Washoe County Code.

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*(Food and refreshments will be provided by staff)*

**12:00 p.m.**

- 1. \*Determination of Quorum**
- 2. \*General Public Comment**

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

- 3. Possible Action to Approve [September 4, 2018 Draft Minutes](#)**
- 4. Possible Action to Approve Agenda**
- 5. \*Planning Commission Training. This item is for training purposes only and will consist of presentations and discussions. There will be no deliberation or action taken under this item.**

**\*A. Legal Issues (15 minutes)**

i. Presentation and discussion of disclosures by Planning Commissioners that are required to be made under Nevada's ethics laws (NRS chapter 281A), including examples of disclosures of pecuniary interest, commitments in a private capacity to the

interests of others, receipt of a gift or loan in connection with a matter, and provision of consultation or counseling services to a party for compensation within the preceding year on a matter being considered by the Planning Commission. This presentation will also cover when recusal or disqualification are required for these same types of interests.

ii. Presentation and discussion of communications that are prohibited by the Open Meeting Law (OML) (NRS chapter 241) outside of agendized meetings, such as serial communications via electronic or verbal methods that amount to a constructive quorum.

**\*B. Washoe County Master Plan Discussion and Presentation on the following: (20 Minutes)**

i. Purpose and Function of the Master Plan

ii. Hierarchy of Master Plans

iii. Master Plan Elements/Area Plans

iv. Vision and Character Statements

v. Master Plan Goals and Policies

**\*C. Presentations and Discussion on Findings Required to Support Motions for Approval or Denial of Land Use and Development Applications (40 Minutes)**

i. What are Findings and Why are they Required?

ii. Using Findings for Defensible Decisions, including discussion of specificity required to be stated in the record for particular findings

iii. Findings Exercise: an interactive exercise in which a motion to approve or deny a mock planning item will be reviewed to determine and/or consider strengths and weaknesses of the findings related to the motion

**\*D. Presentation and Discussion of Process for Review of Discretionary Development Project Applications (20 minutes)**

i. Applications Flowcharts/Development Code Requirements

ii. Timelines, Noticing and Review Procedures

iii. Conditions and the need for a Rational Nexus and Proportionality between proposed conditions and the impacts of a particular project

iv. Meetings and the Sequencing/Timing of Testimony and Deliberations

v. Appeals

**\*E. Question and Answer (25 Minutes)**

**6. \*General Public Comment**

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

**7. Adjournment**