



# WASHOE COUNTY PLANNING COMMISSION Notice of Meeting and Agenda

## Planning Commission Members

Larry Chesney, Chair

Francine Donshick, Vice Chair

James Barnes

Thomas B. Bruce

Sarah Chvilicek

Philip Horan

Kate S. Nelson

Trevor Lloyd, Secretary

Tuesday, January 7, 2020

6:00 p.m.

Washoe County Administration Complex  
Commission Chambers  
1001 East Ninth Street  
Reno, NV

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## PUBLIC HEARING ITEMS SCHEDULED ON THIS AGENDA

(Complete descriptions are provided beginning on the second page.)

- **Tentative Subdivision Map Case Number WTM19-003 (Blue Oaks)**
- **Development Code Amendment Case Number WDCA19-0008 (Short-Term Rentals)**
- **Development Code Amendment Case Number WDCA19-0005 (Emergency Communication Facilities)**
- **Development Code Amendment Case Number WDCA19-0006 (110.406)**

**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. 9<sup>th</sup> 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](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](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](mailto: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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**6:00 p.m.**

- 1. \*Determination of Quorum**
- 2. \*Pledge of Allegiance**
- 3. \*Ethics Law Announcement**
- 4. \*Appeal Procedure**
- 5. \*General Public Comment and Discussion Thereof**

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.

- 6. Possible Action to Approve Agenda**
- 7. Possible Action to Approve [December 3, 2019 Draft Minutes](#)**
- 8. Public Hearings**

**A. Tentative Subdivision Map Case Number WTM19-003 (Blue Oaks)** – For possible action, hearing, and discussion to approve a 10-lot, single-family residential tentative subdivision map and grading of ±9,600 cubic yards of cut and ±9,600 cubic yards of fill. Lots range from 35,010 square feet to 47,110 square feet.

- Owner/Applicant: Ken Dixon
- Location: 11720 Campo Rico Lane
- Assessor's Parcel Number: 534-600-12
- Parcel Size: 10 Acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Low Density Suburban (LDS) (Max Density of 1 dwelling unit per acre)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 608, Tentative Subdivision Maps
- Commission District: 4 – Commissioner Hartung
- Prepared by: Chris Bronczyk, Planner and Dan Cahalane, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3612 (Chris) and 775.328.3628 (Dan)
- E-Mail: [Cbronczyk@washoecounty.us](mailto:Cbronczyk@washoecounty.us) and [dcahalane@washoecounty.us](mailto:dcahalane@washoecounty.us)

**B. Development Code Amendment Case Number WDCA19-0008 (Short-Term Rentals)**

– For possible action, hearing, and discussion to amend Washoe County Code Chapter 110 (Development Code) within Article 302, *Allowed Uses*, to identify the types of review required for short-term rentals in each regulatory zone and to add an administrative review permit to the list of review types; within Article 304, *Use Classification System*, to update the residential use type description, add a definition for short-term rental, and update the definition for lodging services; and within Article 410, *Parking and Loading*, to update the off-street parking space requirements table to include a reference to short-term rentals. Chapter 110 would also be amended to create Article 319, *Short-Term Rentals (STRs)*, to establish standards, location limitations, defining unpermitted short-term rentals as nuisances, occupancy limits, parking requirements, safety/security considerations, signage, noise thresholds, trash/garbage collection rules, insurance requirements, Tahoe area considerations, permitting requirements, enforcement process, fees, fines, and penalties associated with short-term rentals; and to amend Article 306, *Accessory Uses and Structures*, by removing the procedural details for Administrative Review Permits, with those details being re-located into a new article that is updated to reflect minor changes related to short-term rentals. That article would be created as Article 809, *Administrative Review Permits*. Short-term rentals are a type of temporary lodging of brief duration operated out of private residences such as homes, apartments and condos. They are commonly made available through property management companies and online booking services, and are also referred to as vacation rentals that are generally booked for fewer than 28-days. The amendments may include the resolution of discrepancies that may arise within existing WCC chapters as a result of any new code language, and other matters necessarily connected therewith and pertaining thereto.

The Planning Commission may recommend approval of the proposed ordinance as submitted, recommend approval with modifications based on input and discussion at the public hearing, or recommend denial. Any material modifications that exceed the scope of

the amendments being considered at this hearing may require continuation of the hearing for possible action at a future meeting.

- Prepared by: Kelly Mullin, AICP, Senior Planner  
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Planning and Building Division
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**C. Development Code Amendment Case Number WDCA19-0005 (Emergency Communication Facilities)** – For possible action, hearing and discussion to initiate an amendment to Washoe County Code at Chapter 110 (Development Code), within Article 324, to add new language in Section 110.324.50(e), Monopole Antenna, and Section 110.324.50(f), Lattice Towers of the Washoe County Code to establish placement standards regulating emergency service communication facilities which are owned and operated by governmental agencies; and other matters necessarily connected therewith and pertaining thereto.

If the proposed amendment is initiated, public hearing and further possible action to deny or recommend approval of the proposed amendment and, if approval is recommended, to authorize the Chair to sign a resolution to that effect. If approved, the amendments would include the removal of a special use permit requirement for government entities for certain monopoles or lattice towers operated for purposes of emergency communications systems.

- Applicant: Washoe County
- Location: County wide
- Development Code: Authorized in Article 818
- Commission District: All Commissioners
- Prepared by: Trevor Lloyd, Planning Manager  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3617
- E-Mail: [tlloyd@washoecounty.us](mailto:tlloyd@washoecounty.us)

**D. Development Code Amendment Case Number WDCA19-0006 (110.406)** – For possible action, hearing and discussion to initiate an amendment to Washoe County Code at Chapter 110 (Development Code), within Article 406, Building Placement Standards, to add a new section to allow for variance or modification of the building placement standards including setbacks, minimum lot size, or minimum lot width for commercial and industrial regulatory zone parcels in conjunction with the approval of a special use permit or tentative subdivision map applicable to the subject property and without the need to file a separate application for a variance or modification, provided that the standards to be varied or modified are included in the notice for the hearing on the special use permit or tentative map application; and other matters necessarily connected therewith and pertaining thereto.

If the proposed amendment is initiated, public hearing and further possible action to deny or recommend approval of the proposed amendment and, if approval is recommended, to authorize the Chair to sign a resolution to that effect.

- Applicant: Washoe County
- Location: County wide
- Development Code: Authorized in Article 818

- Commission District: All Commissioners
- Prepared by: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building Division
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- E-Mail: [jolander@washoecounty.us](mailto:jolander@washoecounty.us)

## **9. Chair and Commission Items**

\*A. Future agenda items

\*B. Requests for information from staff

## **10. Director's and Legal Counsel's Items**

\*A. Report on previous Planning Commission items

\*B. Legal information and updates

## **11. \*General Public Comment and Discussion Thereof**

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.

## **12. Adjournment**