



WASHOE COUNTY PLANNING COMMISSION **DRAFT** Meeting Minutes

Planning Commission Members

Jim Barnes
R. Michael Flick
Linda Kennedy
Daniel Lazzareschi – Vice-Chair
Kate S. Nelson
Amy Ownes
Rob Pierce - Chair
Secretary
Trevor Lloyd

Tuesday, June 3, 2025
6:00 p.m.

Washoe County Administrative Complex
Commission Chambers
1001 E 9th Street, Building A
Reno, Nevada 89512

and available via
Zoom Webinar

The Washoe County Planning Commission met in a scheduled session on Tuesday, June 3, 2025, in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada and via Zoom teleconference.

The meeting will be televised live and replayed on the Washoe Channel at: <https://www.washoecounty.us/mgrsoff/Communications/wctv-live.php> also on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>

1. *Determination of Quorum

Chair Pierce called the meeting to order at 6:00 p.m. The following Commissioners and staff were present:

Commissioners present: Jim Barnes
R. Michael Flick
Linda Kennedy
Daniel Lazzareschi, Vice Chair
Kate S. Nelson
Amy Owens
Rob Pierce, Chair (via Zoom)

Commissioners absent: None

Staff present: Trevor Lloyd, Secretary, Planning and Building
Chris Bronczyk, Senior Planner, Planning and Building
Kat Oakley, Senior Planner, Planning and Building
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office
Adriana Albarran, Office Support Specialist, Planning and Building
Brandon Roman, Recording Secretary, Planning and Building

2. Pledge of Allegiance

Chair Pierce led the pledge to the flag.

3. Ethics Law Announcement

Deputy District Attorney Jennifer Gustafson provided the ethics procedure for disclosures.

4. Appeal Procedure

Secretary Trevor Lloyd recited the appeal procedure for items heard before the Planning Commission.

5. General Public Comment and Discussion Thereof

Chair Pierce opened the Public Comment period.

Public Comment:

There was no response to the call for public comment.

6. Approval of June 3, 2025, Agenda

Commissioner Kennedy moved to approve the agenda for the June 3, 2025, meeting as written. Vice Chair Lazzareschi seconded the motion, which passed unanimously with a vote of seven for, none against.

7. Approval of May 6, 2025, Draft Minutes

Commissioner Flick moved to approve the minutes for the May 6, 2025, Planning Commission meeting as written. Commissioner Kennedy seconded the motion, which passed unanimously with a vote of seven for, none against.

8. Planning Items

A. Appointments to Parcel Map Review Committee

There was no public comment on this item.

MOTION: Vice Chair Lazzareschi moved that Rob Pierce be appointed as the member of the Planning Commission to serve as representative to the Washoe County Parcel Map Review Committee with a term retroactive from July 1, 2024 to June 30, 2026; and that Kate Nelson be appointed as the member of the Planning Commission to act as an alternate in the event the regular representative is absent with a term retroactive from July 1, 2024, to June 30, 2025. He further moved that Linda Kennedy be appointed as the member of the Planning Commission to act as an alternate representative to the Washoe County Parcel Map Review Committee in the event the regular representative is absent with a term effective July 1, 2025, to June 30, 2026.

Commissioner Flick seconded the motion, which passed unanimously with a vote of seven for, zero against.

9. Public Hearings

- A. [Amendment of Conditions Case Number WAC25-0006 \(Sierra Vista AC\) for WTM18-001](#) [For possible action] - For hearing, discussion, and possible action to approve an amendment of conditions for Tentative Subdivision Map Case Number WTM18-001 to reduce the front yard setback from 20 feet to 10 feet for the house, and 20 feet for the garage.

- Applicant/Property Owner: JC Sierra Vista LLC
- Location: 585 E. Patrician Drive
- APN: 080-635-04, 05, 07, 08, 09, 10, 11, 12, 13, 14, 15, 16, 18, 19, 20, 080-641-01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 080-642-01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 080-636-01, 02, 03, 04, 05, 06, 07, 08, 09, 080-637-01, 080-638-01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 080-031-01, 080-730-21, 35, 080-635-03
- Parcel Size: 0.193, 0.201, 0.256, 0.253, 0.257, 0.199, 0.190, 0.154, 0.149, 0.170, 0.305, 0.216, 0.120, 0.149, 0.149, 0.148, 0.261, 0.251, 0.228, 0.210, 0.199, 0.189, 0.190, 0.186, 0.177, 0.169, 0.152, 0.140, 0.140, 0.140, 0.150, 0.183, 0.197, 0.189, 0.188, 0.188, 0.188, 0.190, 0.141, 0.154, 0.161, 0.159, 0.154, 0.180, 0.144, 0.308, 0.285, 0.199, 0.171, 0.189, 0.210, 0.242, 0.180, 0.200, 0.130, 0.147, 0.190, 0.147, 0.166, 0.287, 17.175, 43.211, 26.890, 0.235, 0.185, 0.175, 0.164, 0.169, 0.168, 0.171, and 0.176 acres.
- Master Plan: Rural (R) and Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS), General Rural (GR)
- Planning Area: North Valleys
- Development Code: Authorized in Article 608, Tentative Subdivision Maps
- Commission District: 5 – Commissioner Herman
- Staff: Chris Bronczyk, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3612
- E-mail: cbronczyk@washoecounty.gov

Planner Chris Bronczyk conducted a PowerPoint presentation and reviewed slides with the following titles: Background; Request (2 slides); Tentative Map; Public Noticing; Public Comment; Findings; and Possible Motion for Approval. He noted 67 lots have already been recorded in the subdivision.

Chris Baker with Manhard Consulting conducted a slideshow presentation and reviewed the following slides: Project Location; History; Application Request; and Key Points. He indicated no builder or product was associated with the project when the tentative map was approved in 2018, or else the current setbacks would likely have been used.

Public Comment:

There was no response to the call for public comment.

MOTION: Commissioner Kennedy moved that Amendment of Conditions Case Number WAC25-0006 for JC Sierra Vista LLC be approved with the amended conditions included as Exhibit A to this matter, having made all ten findings in accordance with Washoe County Code Section 110.608.25.

Commissioner Flick seconded the motion, which passed unanimously with a vote of seven for, zero against.

B. [Development Code Amendment Case Number WDCA25-0003, Master Plan Amendment WMPA25-0001 and Regulatory Zone Amendment WRZA25-0001 \(2025 Tahoe Area Plan Update\)](#) [For possible action] – For hearing, discussion and possible action to approve:

- (1) Initiate an amendment to the Washoe County Code at Chapter 110 (Development Code) to update Article 220 Tahoe Area and Article 220.1 Tahoe Area Design Standards. These updates include adding a section to establish standards for affordable, moderate, and achievable housing in multifamily areas. These updates also include amending various sections to: amend references to the prior Washoe County master plan and update organizational names; clarify application requirements for amendments to Articles 220 and 220.1; update references to the TRPA's Code of Ordinances related to land coverage; update maximum height and minimum residential density in Town Centers; add standards for height, parking, density, and coverage for affordable, moderate, and achievable housing in Town Centers; update standards for bicycle storage; provide for reductions in parking minimums for affordable, moderate, and achievable housing, and add standards for the submittal and review of the required parking analysis; modify minimum lot width and setbacks for residential and mixed use developments in preferred affordable areas; modify requirements for encroachment into front yard setbacks on corner and sloped lots; modify standards for accessory dwelling units; modify standards for temporary uses; require development within avalanche hazard areas to record a hold harmless agreement; modify explanation of use tables to clarify the meaning of "A" and add administrative review permit; modify permitting requirements for multiple family dwellings in Crystal Bay Tourist, Incline Village Tourist, and Incline Village Commercial; add Schools—Kindergarten through Secondary Schools as a special use in Incline Village Tourist; add multiple family dwellings and employee housing as allowed uses and update special policies in the Ponderosa Ranch regulatory zone; allow single family dwellings by right in the Incline Village 5, Crystal Bay, and East Shore regulatory zones, and require a hold harmless agreement for development in the Incline Village 5 and Crystal Bay regulatory zones; update special policies for Crystal Bay; remove provisions related to the Tyrolian Village regulatory zone special area; and all matters necessarily connected therewith and pertaining thereto.

If the proposed amendments are initiated, 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. If approval is recommended, the Planning Commission is asked to authorize the Chair to sign a resolution to that effect.

AND

- (2) Adopt an amendment to the Tahoe Area Plan (the Washoe County Master Plan for Washoe Tahoe) to remove references to the Tyrolian Village special area; add the Tahoe Transportation District to the development of a parking management plan; update section related to transit; update section related to pedestrian, bicycle, and multi-modal facilities; update planned roadway network project details; update references to University of Nevada, Reno at Tahoe; and add dates to data tables; and if approved, authorize the chair to sign a resolution to this effect. Any adoption by the Planning Commission is subject to approval by the Washoe County Board of County Commissioners and a finding of conformance with the Tahoe Regional Plan by the regional planning authorities.

AND

- (3) Subject to final approval of the associated master plan amendment and development code amendment, and a finding of conformance with the Tahoe Regional Plan, recommend adoption of an amendment to the Tahoe Area regulatory zone map, to delete the Tyrolian Village special area, a 2.24-acre special area encompassing APN 126-420-02; and if approved, authorize the chair to sign a resolution to this effect.

- Development Code: Authorized in Article 818, Amendment of Development Code; Article 820, Amendment of a Master Plan; Article 821 Amendment of a Regulatory Zone
- Commission District: District 1 – Commissioner Hill
- Staff: Kat Oakley, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3628
- E-mail: koakely@washoecounty.gov

Senior Planner Kat Oakley conducted a PowerPoint presentation and reviewed the following slides: Background; Focus of 2025 TAP update; Growth Management; Scheduled Amendments; two maps; TRPA Phase 2 Housing Amendments (2 slides); Accessory Dwelling Units (2 slides); Typographical Errors & Clarifications; Code Improvements (2 slides); Clean-up Changes; Public Outreach (2 slides); Public Input Responses; and Recommendation – Approval.

Ms. Oakley defined affordable housing as 80 percent of the area median income (AMI) or below, moderate housing as 120 percent of the AMI or below, and achievable housing as that aimed at local employees that has no income caps. Washoe County's bonus housing units, she continued, need to be used toward deed-restricted housing

types. Removal of the Tyrolian Village Special Area would result in the removal of two tourist accommodation use types that were never developed or even approved by Washoe County.

Ms. Oakley said the proposed criteria regarding when to allow reduced parking minimums was included in response to concerns over the potential negative impacts to reducing those standards. She stressed that accessory dwelling units can never be used as short-term rentals. The proposal to allow the County to recognize the Tahoe Regional Planning Agency's (TRPA's) temporary uses will help resolve conflicts between the two agencies' current lists, which are different. She pointed out that the name of the church listed in the staff report should be St. Francis of Assisi.

Ms. Oakley said the County considered alternatives based on the public's concerns which would have allowed restricted housing in Ponderosa Ranch, prohibited the extra height allowance, and provided higher parking minimums. However, TRPA would not support those alternatives. As such, the County is recommending opting into the full set of incentives.

Public Comment:

There was no response to the call for public comment.

Vice Chair Lazzareschi thanked staff for the robust outreach and the proposals it made to TRPA in response to public feedback, even though the agency ultimately rejected the proposals.

MOTION: Vice Chair Lazzareschi moved that Washoe County Planning Commission initiate amendments to the Washoe County Development Code and recommend approval of WDCA25-0003 to amend Washoe County Code Chapter 110 (Development Code) within Articles 220 and 220.1 as provided in Exhibit A-1; adopt amendments to update the Tahoe Area Plan as set forth in WMPA25-0001; and recommend adoption of an amendment to the Tahoe Area regulatory zone map to delete the Tyrolian Village special area as set forth in WRZA25-0001. He further moved that the Chair be authorized to sign the resolutions contained in Exhibits A, B, and C on behalf of the Washoe County Planning Commission and staff be directed to present a report of this Commission's recommendation to the Washoe County Board of County Commissioners within 60 days of today's date. This recommendation for approval is based on the ability to make at least one of the four findings set forth in Washoe County Code Section 110.818.15(e), at least three of the five findings set forth in section 110.820.15(d), and all of the findings set forth in section 110.821.15(d).

Commissioner Kennedy seconded the motion, which passed unanimously with a vote of seven for, zero against.

10. Chair and Commission Items

A. Future agenda items

There were none.

B. Requests for information from staff

There were no requests.

11. Director's and Legal Counsel's Items

A. Report on previous Planning Commission items

Secretary Trevor Lloyd noted the Board of County Commissioners reappointed Commissioner Flick to serve an additional term through June of 2029.

B. Legal information and updates

There were no updates.

12. *General Public Comment and Discussion Thereof

There was no response to the call for public comment.

13. Adjournment

With no further business scheduled before the Planning Commission, the meeting adjourned at 6:42 p.m.

Respectfully submitted by Derek Sonderfan, Independent Contractor.

Approved by Commission in session on July 1, 2025

Trevor Lloyd
Secretary to the Planning Commission