



WASHOE COUNTY PLANNING COMMISSION **DRAFT** Meeting Minutes

Planning Commission Members

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

Tuesday, October 7, 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, October 7, 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

Vice 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
Kate Nelson
Rob Pierce, Vice Chair

Commissioners absent: Dan Lazzareschi, Chair (excused absence)
Amy Owens (excused absence)

Staff present: Trevor Lloyd, Secretary, 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

Commissioner Kennedy 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

Vice Chair Pierce opened the Public Comment period.

Public Comment:

There was no response to the call for public comment.

6. Approval of October 7, 2025, Agenda

Commissioner Kennedy moved to approve the agenda for the October 7, 2025, meeting as written. Commissioner Nelson seconded the motion, which passed with a vote of five for, none against, with Commissioner Owens and Chair Lazzareschi absent.

7. Approval of September 2, 2024, Draft Minutes

Commissioner Kennedy moved to approve the minutes for the September 2, 2025, Planning Commission meeting as written. Commissioner Flick seconded the motion, which passed with a vote of five for, none against, with Commissioner Owens and Chair Lazzareschi absent.

8. Public Hearings

A. Abandonment Case Number WAB25-0006 (US40 Roadway Easement Abandonment) – For hearing, discussion, and possible action to approve an abandonment of Washoe County's interest in a 60-foot-wide roadway easement.

- Applicant: Toll North Reno, LLC
- Property Owner: Toll Brothers/Toll North Reno, LLC
- Location: Northwest of La Salle Heights and Burks Boulevard and Southwest of Somersett Parkway
- APN: 038-800-05
- Parcel Size: +/- 57.44
- Master Plan: Unincorporated Transition (UT)
- Regulatory Zone: General Rural (GR)
- Planning Area: Verdi
- Development Code: Authorized in Article 806, Vacations and Abandonments of Easements or Streets

- 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

Senior Planner Kat Oakley conducted a PowerPoint presentation and reviewed slides with the following titles: Evaluation; Vicinity Map; Easement Map; Noticing; and Possible Motion.

Karen Downs with Manhard Consulting conducted a slideshow presentation and reviewed slides with the following titles: Project Location; Request; Background; Parcel Map; Area of Abandonment; and Roadway easements in the map area... She explained that the abandonment is required as part of the parcel map process, and it would be the final step in the process.

In response to Commissioner Flick's query, Ms. Downs pointed out the location of the water tank and several easements to the east of it.

Public Comment:

There was no response to the call for public comment.

MOTION: Commissioner Nelson moved that Abandonment Case Number WAB25-0006 for Toll Brothers be approved with the conditions included as Exhibit A to this matter, having made all three findings in accordance with Washoe County Code Section 110.806.20.

Commissioner Nelson seconded the motion, which passed with a vote of five for, none against, with Commissioner Owens and Chair Lazzareschi absent.

B. Development Code Amendment Case Number WDCA25-0009 (Senior Housing)

– For hearing, discussion and possible action to initiate an amendment to Washoe County Code Chapter 110 (Development Code) in Division Three—Regulation of Uses. These amendments include: modifying the title of Article 336 from “Affordable Housing Incentives” to “Housing Incentives”; adding provisions to describe the purpose of Article 336 Housing Incentives and create incentives for senior housing; and amend provisions to include “Senior Housing” as a residential use type in Table 110.302.05.1 and define the term; 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 deny the proposed ordinance. If approval is recommended, the Planning Commission is asked to authorize the Chair to sign a resolution to that effect.

- Development Code: Authorized in Article 818, Amendment Development Code
- Commission District: All Districts
- Staff: Kat Oakley, Planner
Washoe County Community Services
Department
Planning and Building
- Phone: 775.328.3628
- E-mail: KOakley@washoecounty.gov

Senior Planner Kat Oakley conducted a PowerPoint presentation and reviewed slides with the following titles: Background; Senior Housing; Article 336 Housing Incentives; 10/3/25 Memo; Public Workshop; Findings; and Recommended Motion – Approval. She noted the County’s definition of senior housing aligns with the federal definition under the Housing for Older Persons Act. She said any motion for approval should include a corrected memo date of October 6, 2025.

Commissioner Flick asked whether small lot size requirements would be waived with the 25 percent incentive.

Ms. Oakley replied that it would not be waived. However, if it were a single-family development, the developer could utilize a common open space subdivision to modify minimum lot size and setback standards. Any development, she continued, would need to comply with minimum lot size, setback, and dimension standards unless they were varied through some other process; the density bonus does not allow them to exceed those standards. Staff is working on other ways to allow smaller house and lot size development, an item which will come before the Planning Commission at a future meeting.

Commissioner Flick opined it would be difficult to actually implement the 25 percent bonus.

Secretary Trevor Lloyd stated this proposal would accommodate a slightly higher density when senior housing criteria are implemented. He did not foresee standard lot development with senior housing but rather common open space development so as to not be restricted to lot size standards. Most tentative subdivision maps that are received utilize common open space standards.

Commissioner Nelson inquired about what would happen if the 20-year term expires and the developer no longer wants to provide senior housing.

Ms. Oakley said that type of time provision is common for deed restrictions. In situations like this where federal funding is involved, she stated, many developers choose to renew the term to maintain funding opportunities. She pointed out that the benefit of having housing constructed to be friendly to seniors would continue regardless of the deed restriction status.

Commissioner Kennedy wondered whether this proposal would be the first step in

regulating senior housing with more restrictions.

Ms. Oakley stated this is staff's attempt to include senior housing in the code and to incentivize it. It also allows staff to encompass the amenities typically associated with senior housing development. There are no plans for more restrictive regulations on senior housing.

Public Comment:

Ms. Pat Davison repeated a suggestion she made at the neighborhood meeting to make the density bonus on a sliding scale based on whether income restrictions are part of the development. She said she is satisfied with this proposal given staff's answer that future density incentives will be aimed at income restricted housing. She appreciated that the proposal is not limited to a certain housing type, and it is a strong foundation on which to build the County's housing program. She noted fractional portions that result from the 25 percent calculation cannot be transferred or sold. She wondered whether the increase in growth projections due to the bonus would require a master plan or regional plan amendment. She expressed support for the proposal.

Mr. Mike Evans with Silverado Homes expressed support for the measure, adding that he is currently building a senior project in Washoe County. This amendment will create an easier pathway to build the model they are currently building. He requested that anyone who writes conditions of approval for future applications, not require medical at the independent level as that would impact affordability.

Discussion by Commission:

Commissioner Flick spoke about his site visit of the Silverado development, and if developers are satisfied with the ordinance, so is he. He wanted the County to continue implementing laws that will service this population.

MOTION: Commissioner Kennedy moved that WDCA25-0009 be approved, amending Washoe County Chapter 110 (Development Code) within Articles 302, 304, and 336, as reflected within the proposed ordinance contained in Exhibit A-1 to the 10/6/25 memo. She further moved that the Chair be authorized to sign the resolution contained in Attachment A 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).

Commissioner Nelson seconded the motion, which passed with a vote of five for, none against, with Commissioner Owens and Chair Lazzareschi absent

9. Chair and Commission Items

A. Future agenda items

Commissioner Flick expressed frustration about the lack of coordination between the development of streets and the development of housing. He thought the approval process should integrate road improvements with housing development.

Commissioner Nelson stated the decision-making process for the Arizona Department of Transportation is very different than the County's process, and the Regional Transportation Commission uses yet a different process. All of them have different priorities. It would be a challenge to get all agencies together to plan, though the Planning Commission can encourage the Board of County Commissioners to better collaborate with other planning agencies.

Secretary Trevor Lloyd cautioned against having a discussion on an item that has not been agendaized. He said staff could agendaize a discussion about how all these agencies coordinate their efforts.

Vice Chair Pierce requested that security remain in Chambers until all Commissioners have left the building.

B. Requests for information from staff

There were none.

10. Director's and Legal Counsel's Items

A. Report on previous Planning Commission items

Secretary Trevor Lloyd noted the Board of County Commissioners (BCC) approved the master plan amendment and regulatory zone amendment (RZA) for Harper Court during their September 9, 2025, meeting. The first reading of a development code amendment for 560 Lakeshore Boulevard was also heard at that meeting, with a second reading set to take place on October 14. He stated the BCC is expected to consider the Marango Springs RZA at its October 28 meeting.

B. Legal information and updates

Deputy District Attorney Jennifer Gustafson announced that she will be transitioning off Planning Commission meetings, with the November meeting likely being her last meeting. She said she enjoyed this assignment.

11. *General Public Comment and Discussion Thereof

There was no response to the call for public comment.

12. Adjournment

With no further business scheduled before the Planning Commission, the meeting adjourned at 6:41 p.m.

Respectfully submitted by Derek Sonderfan, Independent Contractor.

Approved by Commission in session on November 4, 2025.

Trevor Lloyd
Secretary to the Planning Commission