

CARSON CITY PLANNING COMMISSION

Minutes of the June 24, 2009 Meeting

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A regular meeting of the Carson City Planning Commission was scheduled for 5:00 p.m. on Wednesday, June 24, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Mark Kimbrough
Vice Chairperson Craig Mullet
Commissioner Connie Bisbee
Commissioner John Peery
Commissioner Steve Reynolds
Commissioner William Vance
Commissioner George Wendell

STAFF: Lee Plemel, Planning Division Director
Jennifer Pruitt, Principal Planner
Joel Benton, Senior Deputy District Attorney
Kathleen King, Recording Secretary

NOTE: A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record, on file in the Clerk-Recorder's Office. These materials are available for review during regular business hours.

A. CALL TO ORDER, DETERMINATION OF A QUORUM, AND PLEDGE OF ALLEGIANCE (5:03:19) - Chairperson Kimbrough called the meeting to order at 5:03 p.m. Roll was called; a quorum was present. Commissioner Wendell led the pledge of allegiance. Commissioner Reynolds arrived at 5:04 p.m. Commissioner Vance arrived at 5:05 p.m.

B. COMMISSION ACTION ON APPROVAL OF MINUTES - May 27, 2009 (5:04:20) - Vice Chairperson Mullet moved to approve the minutes. Commissioner Wendell seconded the motion. Motion carried 4-0-2, Commissioners Bisbee and Peery abstaining.

C. MODIFICATION OF AGENDA (5:04:59) - Mr. Plemel advised that item H-3 had not been properly agendized. He explained that the item could be opened and discussed, and that a special meeting would be scheduled for Wednesday, July 1st in order to take action.

D. PUBLIC COMMENTS (5:06:20) - None.

E. STAFF PUBLIC SERVICE ANNOUNCEMENTS (5:06:55) - Mr. Plemel announced that the application period, for the commission seats which will be vacated as of June 30th, has been extended to June 30th. He directed any interested citizen to submit an application to the City Manager's Office.

F. DISCLOSURES (5:07:38) - None.

G. CONSENT AGENDA (5:07:46) - None.

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H. PUBLIC HEARING MATTERS:

H-1. ACTION TO ADOPT A RESOLUTION RECOGNIZING AND COMMENDING JOHN PEERY FOR EIGHT YEARS OF SERVICE ON THE CARSON CITY PLANNING COMMISSION (5:08:08) - Chairperson Kimbrough introduced this item, commended John Peery's service as commission chair, and read the language of the resolution into the record. The commissioners, City staff, and citizens present applauded Commissioner Peery. Chairperson Kimbrough entertained a motion to adopt the resolution. **Commissioner Reynolds moved to adopt the resolution recognizing retiring Planning Commissioner John Peery, as read. Commissioner Wendell seconded the motion. Motion carried 6-0-1, Commissioner Peery abstaining.**

H-2. ACTION TO ADOPT A RESOLUTION RECOGNIZING AND COMMENDING WALTER SULLIVAN, FORMER PLANNING DIRECTOR AND DEVELOPMENT SERVICES DIRECTOR, IN HIS RETIREMENT AFTER OVER 31 YEARS OF SERVICE TO CARSON CITY (5:11:53) - Chairperson Kimbrough introduced this item. Mr. Plemel provided background information on development of the resolution in consideration of Mr. Sullivan's 31 years of service. He commended the value of the "unimaginable numbers of projects and programs and planning ... that have gone on over thirty years with Carson City." He further commended Mr. Sullivan as a mentor, and noted the subject resolution "really can only touch on the value and the things that Walt has done for Carson City and Carson City planning." Chairperson Kimbrough commended Mr. Sullivan's passion, read the language of the resolution into the record, and entertained a motion to adopt the resolution. **Commissioner Wendell moved to approve the resolution recognizing and commending Walter A. Sullivan on his many years of public service to the City of Carson. Commissioner Peery seconded the motion. Motion carried 7-0.**

Chairperson Kimbrough presented Mr. Sullivan with the resolution. Mr. Sullivan thanked the commissioners, and expressed appreciation for the personal and professional relationships formed over the years. He thanked John Hancock for hiring him in 1978, and commended the Planning Division staff. He ranked Mr. Plemel and Ms. Pruitt "at the top of all the planners" with whom he has worked over the years, and commended their excellence. He expressed appreciation for his family's support, and thanked the commissioners and City staff. The commissioners, City staff, and citizens present applauded Mr. Sullivan. Chairperson Kimbrough recessed the meeting at 5:19 p.m. and reconvened at 5:22 p.m.

H-3. GM-09-038 ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS A RESOLUTION FOR THE ESTABLISHMENT OF A GROWTH MANAGEMENT RATE, NUMBER OF RESIDENTIAL BUILDING PERMIT ENTITLEMENTS, AND THE COMMERCIAL AND INDUSTRIAL DAILY WATER USAGE THRESHOLD FOR 2010 (5:24:27) - Chairperson Kimbrough introduced this item. Mr. Plemel provided an overview of the agenda materials, and reviewed the staff report.

Commissioner Peery expressed the opinion that, "because of the downturn that has occurred," the City is "probably further away from outgrowth than we thought we were going to be five years ago." He considered it as a "silver lining in one respect," and suggested "there's nothing wrong with establishing a

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three percent and the other criterion that you know is not going to have a bad side to it.” Commissioner Reynolds noted the history of “strong statements” from the Fire Department expressing concerns over levels of service. He suggested including in the resolution a request for the Board of Supervisors to “assess the true critical level of those services.” He advised that some areas of the country have decided not to approve any growth until such time as services can be guaranteed. He further suggested considering the need for increasing staff “when growth occurs again.” In consideration of water conservation technology, Vice Chairperson Mullet suggested reducing the 7,500-gallons-per-day commercial and industrial development water usage threshold for new construction. Mr. Plemel advised that water conservation measures have been incorporated into recent ordinances and building code amendments.

Chairperson Kimbrough discussed an interest in supporting the concerns expressed by Fire Chief Stacey Giomi and Parks and Recreation Director Roger Moellendorf in their written reports included in the agenda materials. In response to a question, Mr. Plemel explained the commission’s role in establishing residential building permits. Mr. Benton agreed that the concerns expressed by City department representatives should be considered when recommending to the Board of Supervisors the number of building permits. He suggested that the commission could also forward additional comments to the Board of Supervisors. Commissioner Wendell expressed concern over providing recommendations without having reviewed all the relevant budgetary information.

Chairperson Kimbrough opened this item to public comment. (5:38:19) Builders Association of Western Nevada Government Affairs Director Sheena Beaver referred to her June 5, 2009 correspondence included in the agenda materials. She expressed support for staff’s recommended action, stating “this helps us be able to secure financing ... even though we don’t reach that rate.”

Chairperson Kimbrough called for additional comments and, when none were forthcoming, closed the item until the special meeting of the Growth Management Commission.

H-4. VAR-09-044 ACTION TO CONSIDER A VARIANCE APPLICATION FROM DAVID AND PENELOPE HAMPTON TO REDUCE THE SIDE-YARD SETBACK FROM 15 FEET TO 3 FEET, AND REAR SETBACK FROM 30 FEET TO 23 FEET, ON PROPERTY ZONED SINGLE-FAMILY 1 ACRE (SF1A), LOCATED AT 4321 CONTE DRIVE, APN 010-193-06 (5:39:53) - Chairperson Kimbrough introduced this item. Ms. Pruitt oriented the commissioners to the location of the subject property, using a displayed aerial photograph, and narrated additional photographs. She reviewed the staff report, noting in particular the public noticing process which included a letter of support signed by four of the surrounding neighbors. She further noted that the applicants had met all required findings, and commended the application materials. She noted staff’s recommendation of approval subject to the conditions delineated in the staff report.

(5:45:18) Dave Hampton read a written statement into the record, and acknowledged his agreement with the conditions of approval. In response to a question, he provided historic information on the original objection of the neighbor to the north of the subject property, subsequent sale of said property, and the opinion of the current neighbor. Vice Chairperson Mullet commended Mr. Hampton on the application materials and his consideration of his neighbors.

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Chairperson Kimbrough opened this item to public comment and, when none was forthcoming, entertained a motion. **Commissioner Peery moved to approve VAR-09-044, a variance request to allow a reduction of the required side setback from 15 to three feet, and rear setback from 30 to 23 feet, to allow construction of a garage in the single-family one acre zoning district, located at 4321 Conte Drive, APN 010-193-06, based on three findings and subject to the conditions of approval contained in the staff report. Commissioner Vance seconded the motion. Motion carried 7-0.**

H-5. VAR-09-048 ACTION TO CONSIDER A VARIANCE APPLICATION FROM ART HANNAFIN (PROPERTY OWNER: JACK W. AND SHERYL McLAUGHLIN), TO REDUCE THE STREET-SIDE SETBACK FROM 10 FEET TO 0 FEET AND THE REAR SETBACK FROM 10 FEET TO 3 FEET, 6 INCHES, ON PROPERTY ZONED SINGLE-FAMILY 6,000 (SF6), LOCATED AT 611 WEST ROBINSON STREET, APN 003-243-01 (5:51:12) - Chairperson Kimbrough introduced this item. Ms. Pruitt oriented the commissioners to the subject property, using a displayed aerial photograph, narrated additional photographs, and reviewed the staff report. She read condition of approval 15 into the record, and pointed out the corresponding area on a displayed photograph of the plans.

In response to a question, Ms. Pruitt advised that the garage and car port are very close to the southern property line. She noted the letter of support from the property owner to the south which was included in the agenda materials. She further noted specific building code requirements included in the conditions of approval. In response to a further question, she advised of other historic district variances, as outlined in the staff report. In response to a further question, she advised of having discussed the possibility of street abandonment with City Engineer Jeff Sharp, who informed her that such an abandonment would not be supported by staff at the present time. Mr. Sharp did indicate support for the proposed zero setback.

(6:01:33) Architect Art Hannafin commended Ms. Pruitt's presentation, and advised that his clients were out of town. He discussed his past service on the Historic Resources Commission and the Growth Management Commission, and advised of having always attempted to "do the right thing" as an architect. He expressed the opinion that the subject project complies with all the City's requirements, and explained that moving the addition "more to the north ... would have obliterated more of the essential historic building itself ..." He expressed the opinion that the proposed addition will be in keeping with all historic district requirements and with the Secretary of the Interior's standards and guidelines. On behalf of the applicants, he acknowledged agreement with the conditions of approval. In response to Vice Chairperson Mullet's concerns over condition of approval 15, Mr. Hannafin acknowledged the applicants' understanding of the requirements. He pointed out the property line on a displayed aerial photograph.

Chairperson Kimbrough opened this item to public comment and, when none was forthcoming, entertained a motion. **Commissioner Vance moved to approve VAR-09-048, a variance application to allow a zero-foot street side-yard setback, where ten feet is the minimum required, and to allow a three-foot, six-inch rear setback, where ten feet is the minimum required, in order to allow construction of an addition to the existing historic single-family dwelling unit, on property zoned single-family 6,000, located at 611 West Robinson Street, APN 003-243-01, based on three findings and subject to the recommended conditions of approval contained in the staff report. Commissioner Wendell seconded the motion. Motion carried 7-0.**

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I. STAFF REPORTS

I-1. COMMISSIONER REPORTS / COMMENTS (6:06:52) - Commissioner Peery thanked his fellow commissioners for the opportunity to have served as chair; he thanked Planning Division, District Attorney's and Clerk's Office staff; he thanked Mayor Robert Crowell and Supervisor Shelly Aldean for their letter of appreciation, and wished everyone "the best in everything ..."

I-2. DIRECTOR'S REPORT TO THE PLANNING COMMISSION; and I-3. FUTURE AGENDA ITEMS (6:08:10) - Mr. Plemel reported that first reading of the small wind turbine ordinance was approved by the Board of Supervisors at their June 18th meeting. Second reading is scheduled for the July 2nd Board of Supervisors meeting. Mr. Plemel reviewed the tentative July commission agenda.

J. ACTION ON ADJOURNMENT (6:09:16) - Commissioner Peery moved to adjourn the meeting at 6:09 p.m. Vice Chairperson Mullet seconded the motion. Motion carried 7-0.

The Minutes of the June 24, 2009 Carson City Planning Commission meeting are so approved this _____ day of July, 2009.

MARK KIMBROUGH, Chair

CARSON CITY GROWTH MANAGEMENT COMMISSION

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A meeting of the Growth Management Commission was scheduled for 8:00 a.m. on Wednesday, July 1, 2009 in the Planning Division Conference Room, 2621 Northgate Lane, Suite 62, Carson City, Nevada.

PRESENT: Chairperson Mark Kimbrough
Commissioner Connie Bisbee
Commissioner Steve Reynolds
Commissioner William Vance
Commissioner George Wendell

STAFF: Lee Plemel, Planning Division Director
Kathleen King, Recording Secretary

NOTE: A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are available for review, in the Clerk-Recorder's Office, during regular business hours.

A. CALL TO ORDER, DETERMINATION OF QUORUM (1-001) - Chairperson Kimbrough called the meeting to order at 8:30 a.m. Roll was called; a quorum was present. Vice Chairperson Mullet was absent.

B. PUBLIC COMMENTS (1-008) - None.

C. DISCLOSURES (1-012) - None.

D. PUBLIC HEARING MATTERS:

D-1. GM-09-038 ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS A RESOLUTION TO ESTABLISH A GROWTH MANAGEMENT RATE, NUMBER OF RESIDENTIAL BUILDING PERMIT ENTITLEMENTS, AND THE COMMERCIAL AND INDUSTRIAL DAILY WATER USAGE THRESHOLD FOR 2010 (1-015) - Chairperson Kimbrough introduced this item. Mr. Plemel provided background information and an overview of the presentation made at the June 24th Planning Commission meeting. He reviewed staff's recommendation, as outlined in the staff report, and commissioner comments provided at the June 24th meeting. He provided an overview of the agenda materials, and referred to the comments of Builders Association of Western Nevada ("BAWN") Government Affairs Director Sheena Beaver at the June 24th commission meeting.

Chairperson Kimbrough opened this item to public comment. (1-044) BAWN Executive Director Rick DeMar provided an overview of the June 5, 2009 letter included in the agenda materials.

Chairperson Kimbrough entertained a motion. **Commissioner Wendell moved to recommend to the Board of Supervisors approval of a maximum total of 710 residential building permit entitlements for 2010, based upon a population growth rate of three percent (3%), with an allocation of 43 percent or 305 entitlements for the general property owner category, and 57 percent or 405 entitlements for**

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the development category, and to retain the existing commercial and industrial development water usage threshold of 7,500 gallons per day for Growth Management Commission review, as provided in the draft Board of Supervisors Resolution. Commissioner Reynolds seconded the motion. Motion carried 5-0.

E. ACTION ON ADJOURNMENT (1-065) - Commissioner Reynolds moved to adjourn the meeting at 8:45 a.m. Commissioner Bisbee seconded the motion. Motion carried 5-0.

Respectfully submitted this _____ day of July, 2009.

ALAN GLOVER, Clerk - Recorder

By:

Kathleen M. King, Deputy Clerk / Recording Secretary