

**STAFF REPORT FOR PLANNING COMMISSION MEETING OF
MAY 26, 2010**

FILE : SUP-10-019

AGENDA ITEM: H-2

STAFF AUTHOR: Jennifer Pruitt, Principal Planner

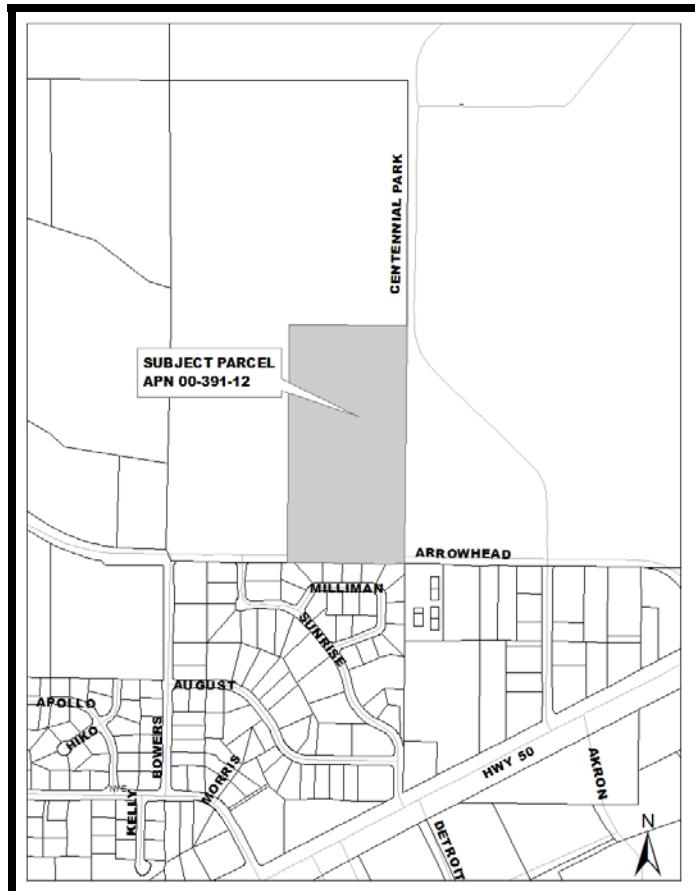
REQUEST: A Special Use Permit request to allow a Public Charter School as a conditional use on property zoned Public Regional (PR).

APPLICANT: Palmer Engineering Group, Ltd.

OWNER: Carson City

LOCATION: Arrowhead Drive; APN 008-391-12

MOTION FOR APPROVAL: "I move to approve SUP-10-019, a Special Use Permit application to allow a Public Charter School campus as a conditional use on property zoned Public Regional, located at Arrowhead Drive, APN 008-391-12, based on seven findings and subject to the conditions of approval contained in the staff report."



SPECIAL USE PERMIT RECOMMENDED CONDITIONS OF APPROVAL:

1. All development shall be substantially in accordance with the development plans approved with this application, except as otherwise modified by these conditions of approval. Minor modifications to the development plans may be approved by the Director.
2. All on- and off-site improvements shall conform to City standards and requirements.
3. The use for which this permit is approved shall commence within twelve months of the date of final approval. Obtaining a building or construction permit for the proposed construction shall constitute project commencement. A single, one-year extension of time may be granted if requested in writing to the Planning Division 30 days prior to the one year expiration date.
4. The applicant must sign and return the Notice of Decision for conditions for approval within 10 days of receipt of notification. If the Notice of Decision is not signed and returned within 10 days, the item will be rescheduled for the next Planning Commission meeting for further consideration.
5. The applicant shall obtain a building permit from the Carson City Building and Safety Division for the proposed construction.
6. The plans submitted for review shall comply with the prescriptive requirements found in the Carson City Building Division handout titled: *Commercial Submittal Requirements*.
7. Lighting fixture details and "cut-sheets" shall be submitted with a Building Permit application in compliance with Development Standards Division 1.3 Lighting. Any lighting fixtures shall be so installed as to project light downward and away from adjoining properties and glare to the sky. A photometric plan will be required with the Building Permit submittal for review and approval by the Planning division.
8. Project signage requires an application for a Building Permit, issued through the Carson City Building Division. The sign(s) shall be placed so as to maintain proper separation from above and below ground utilities. Coordination with the civil design engineer for sign placement is highly advised. The sign(s) shall not be placed within any utility, access or drainage easement.
9. The applicant shall submit landscape plans in compliance with the Carson City Development Standards, Division 3 (Landscaping) with building permit plans for review and approval by the Planning Division.
10. Exterior building colors should blend with surrounding development and not cause abrupt changes. Primary building surfaces (excluding trim areas) should be muted or earth-tone in color. Bold colors shall be avoided except when used as accent or trim.

11. Reflective, untreated roofs shall be prohibited unless painted flat, non-glossy paint to compliment or match the primary color of the primary exterior building material(s).
12. All roof-top equipment on new portions of the building shall be screened pursuant to Carson City Development Standards Division 1.1.7.
13. The applicant must meet all applicable State (NRS & NAC 444), Local and Federal codes and ordinances as they apply to this request. Plans for this facility must be submitted and approved by Carson City Health & Human Services.
14. An Aviation Easement on the subject site is required, the easement will include an acknowledgement that the proposed project is within or near the flight path operations area of the Carson City Airport, as such the passage of aircraft may generate possible noise, dust, turbulence and similar activity as made inherent in the operations of aircraft using the air space over Carson City from taking off, landing and or operating at the Carson City Airport.
15. The Maximum building height for the project shall be limited to 35 feet six inches in overall height.
16. Sound proofing materials, noise control, acoustical and vibration mitigations solutions shall be required to be submitted to the Planning Division with the required building permit, and will be the responsibility of the applicant.
17. The project plans will be required to be sent to the Federal Aviation Authority (FAA) for review and approval, if required, prior to the required building permit submittal. A copy of the FAA approval must be submitted to the Planning Division with the required building permit.
18. This Special Use Permit shall be reviewed by the Planning Commission two years from the date of initial approval. The applicant shall provide written documentation of compliance with all conditions of approval to the Planning Division for the review at least 45 days prior to the review date. The Planning Commission may require additional reviews as it deems appropriate.
19. This SUP approval is specific to the construction and operation of an approximate 67,215 square foot Public Charter School (on-line distance education junior high and high school). Minor modifications to the approved plan may be authorized by the Planning Director. All other changes or increase in use will require an amendment to this Special Use Permit.

Engineering Division Conditions:

20. Final design shall include a traffic impact study that provides recommendations for adequate left-turn lane design along Arrowhead Drive.
21. Frontage improvements along Arrowhead Drive are required with development of the initial phase of the project similar to that shown on the SUP site plan.

22. A street luminaire shall be installed to illuminate the driveway approach at Arrowhead Drive.
23. Final design shall include a complete grading plan, showing existing and proposed site elevations, swales, cut and fill slopes, grading quantities and temporary erosion control measures.
24. Final design shall include a complete site/drainage plan, covering all aspects of the site development and design, including existing and proposed drainage features and facilities.
25. Final design shall include a complete drainage analysis, including hydraulic and hydrologic calculations, drainage system capacities, design flows, flood flows, detention system requirements, and floodplain issues in the format of section 14.9.1 of the Carson City Development Standards.
26. Final design shall include a storm drainage collection system design, including invert elevations, slopes, pipe and/or channel sizes and pad or finished floor elevations.
27. Final design shall include onsite detention facilities capable of handling a five year, one hour duration design storm.
28. Final design shall include provisions for passing flows of a one-hundred year, twenty-four hour duration design storm through the site.
29. Wetland disturbance and necessary mitigation shall be in accordance with requirements set forth by the U.S. Army Corps of Engineers.
30. Final design shall include parking lot details, parking stall dimensions, curbs, striping, signing and lighting.
31. Final design shall include provisions for ADA access along the sidewalks and ramps.

Utilities Conditions:

32. Fire sprinkler system connection(s) - Requires above-ground double check-valve assembly in accordance with NAC 445A. If the fire sprinkler system is to contain any hazardous substance, including glycol, a reduced pressure principle assembly is required.
33. Water connection(s) – Final design shall indicate size(s) and location of service tap(s) and meter box(es). Indicate whether taps and meters are for domestic or irrigation purposes.
34. Sanitary sewer main extension – Final design shall include extension of a sanitary sewer main to the site along Arrowhead Drive, unless other arrangement can be made by permission of the City Parks and Recreation Department to allow easements across adjacent City property for sewer laterals to drain to Centennial Park Drive.

35. Sanitary sewer connection – Final design shall indicate sewer lateral size(s) and location(s).
36. Water usage information is required at final design to determine water and sewer connection fees.
37. Fire flow calculations required by the Fire Department must be signed and sealed by a P.E. and approved by Utilities Engineering. Contact Mark Brethauer at 887-2355, extension 7364, for additional information.
38. Wastewater pretreatment and a wastewater discharge permit will be required. Grease interceptors shall be designed in accordance with the Uniform Plumbing Code and shall have 24-hour access. Contact the Environmental Control Division, Mark Irwin at 887-2355 extension 7380 for additional information.
39. Reduced pressure type backflow prevention devices are required for domestic services.
40. A water system analysis which complies with the requirements if Division 15.3.1 is required with the first submittal of final plans which shows that the proposed water system can meet required fire flows and that 60 psi is available at the meters during peak demand periods. The water analysis shall include a narrative report and system map. The report shall provide the calculations for fire flows and system pressure and shall include assumptions made to support the calculations. The map shall show all existing and proposed water mains, PRV's, check valves, system zones, streets and parcels.
41. A sewer system analysis which complies with the requirements if Division 15.3.2 is required with the first submittal of final plans which shows that the existing sewer system has sufficient capacity to handle the proposed project. All existing sewer collection lines to which the development utilizes as an outfall must be capable of conveying a peak flow of d/D less than 0.75, or an upgrade of the existing system will be required. The analysis should show the sewer system is at adequate size and depth to serve adjacent properties when extended in the future.
42. The use of potable water during construction for dust control will not be allowed; reclaimed water is available. The use of potable water will be made available when the use of reclaimed water is not allowed due to environmental or health reasons. A no fee permit for reclaimed water use is available seven (7) days a week (except holidays) at the Wastewater Reclamation Plant, 3320 Fifth Street, 887-2360. Please note that the use of reclaimed water without a valid permit is subject to substantial penalties.

LEGAL REQUIREMENTS: CCMC 18.02.050 (Review); 8.02.080 (Special Use Permits); and 18.04.185 (Public Regional).

MASTER PLAN DESIGNATION: Parks and Recreation

ZONING DESIGNATION: Public Regional

KEY ISSUE:

- Will the proposal be detrimental or cause material damage to surrounding properties in the vicinity?

SURROUNDING ZONING AND LAND USE INFORMATION:

NORTH: Public Regional (PR) – Golf Course

SOUTH: Single Family 12,000 – Residential/Arrowhead Drive

EAST: Public Regional (PR) – Golf Course/Park uses

WEST: Public Regional (PR) – Golf Course/vacant

ENVIRONMENTAL INFORMATION:

1. FLOOD ZONE: The property is mapped as a Zone "X" flood area, which is defined as an area determined to be outside of the 500 year flood plain.
2. SLOPE/DRAINAGE: Flooding and drainage issues will be addressed with the proposed construction.
3. EARTHQUAKE: There are no identified earthquake faults onsite.

BACKGROUND:

The Silver State High School opened its doors in 2003 and in September of 2009 the school expanded its curriculum to accommodate Junior High School students. The Silver State School facilities are currently located at 3716 North Carson Street. The Silver State School is a Free Public on-line distance education junior high and high school. Students attend classes once per week to meet with their teachers and do their remaining class work on-line. This format allows students to make appointments or come in on other days to get individualized help from their teachers.

Per the information provided by the applicant the school is planned for 1,000 students, although due to the on-line distance nature of the curriculum, no more than 150 students will be on campus at any given time based on a schedule of seven sessions per week.

Charter schools are independent public schools designed and operated by parents, educators, community leaders, education entrepreneurs and others with a contract, or charter, from a public agency, such as a local or state education agency or an institution of higher education. Charter schools are operated free-of-charge to parents and are open to all students. These schools provide parents enhanced educational choices within the public school system. Exempt from many statutory and regulatory requirements, charter schools receive increased flexibility in exchange for increased accountability for improving academic achievement. The first U.S. public charter school opened in 1992. Today, nearly 4,000 charter schools serve more than one million students in 40 states and Washington, D.C.

PROJECT HISTORY:

From April 16, 2009 through January 21, 2010 the applicant sought Special Use Permit, Zoning Map Amendment and Master Plan Amendment approvals on a location off of Goni Road for the possible re-location for the Silver State Charter School. The project went through the Planning Commission process and was eventually appealed to the Board of Supervisors (BOS). The BOS ultimately denied the previous requests at the Goni Road location.

On March 02, 2010, a Joint Use Agreement between Carson City and Silver State Charter School- was before the Parks and Recreation Commission and recommended approval to Board of Supervisors.

On March 16, 2010 the applicant submitted the subject applications for review by the Planning Commission.

On March 17, 2010 the project was before the Airport Authority, the Airport Authority approved the concept of the proposed project.

On April 06, 2010, City staff reviewed MPR-10-023, comments were provided to the applicant regarding the proposed project.

On May 04, 2010, the subject Special Use Permit was before the Parks and Recreation Committee. A recommendation of approval was made in support of the proposed project SUP-10-019.

DISCUSSION:

The applicant is requesting approval of a Special Use Permit to construct and operate a Public Charter School campus within the Public Regional (PR) zoning district. A public school is a conditional use (requiring a special use permit) within the PR zoning district pursuant to the Carson City Municipal Code (CCMC) Section 18.04.185.

The subject parcel is approximately 20 acres and is located on the north of Arrowhead Drive and is currently vacant. The subject parcel is owned by Carson City. A Land Transfer Agreement and a Joint Use Agreement for a portion of the subject parcel are currently being processed between Carson City and the Silver State Charter School.

The applicant is proposing to construct an approximate 67,215 square foot Public Charter School campus on a 9.2 acre portion of the 20 acre site. The propose project is a three phased development. See the phasing plan provided by the applicant.

This project, if approved, will benefit Carson City by allowing the expansion and growth of the Silver State Charter School while providing the residents of Carson City new indoor and outdoor recreational facilities. These new shared facilities as noted by the applicant will offer the Parks and Recreation Staff an opportunity to expand existing recreational programs and possibly create new programs for the Carson City community.

PROPOSED SITE DEVELOPMENT INFORMATION

1. BUILDING SIZE:

High School:	39,841 square feet
Junior High School	10,374 square feet
Sub-Total	50,215 square feet
Gymnasium	17,000 square feet
Total	67,215 square feet

2. *PROPOSED STRUCTURE HEIGHT: 38 feet 6 inches

3. *PARKING:

Required:	92 spaces
Proposed:	194 spaces

4. *LANDSCAPING AREA:

Impervious surface (buildings)	67,882 square feet
Roads, parking and walks	132,058 square feet
Required Landscaping:	40,000 square feet
Proposed Landscaping:	192,100 square feet (incl. Play field)

5. *SIGNAGE: The applicant will install wall signage on the Silver State School in addition to a monument sign appropriately located near Arrowhead Drive.

6. EXISTING PARCEL SIZE: 20 acres

*PROPOSED PARCEL SIZES

Parcel A	9.2 acres	Silver State School campus
Parcel B	10.8 acres	Remainder

*All public district development standards relative to lot area, setbacks, building height, landscaping, off-street parking and signs shall be based on requirements and conditions of the special use permit.

Lighting

The applicant shall submit exterior light fixture details with a building permit application for review and approval by the Planning Division. Any lighting fixtures shall be installed as to project light downward and away from adjoining properties and glare to the sky. Site lighting trespass onto adjacent locations and the night sky shall be minimized. Covers must be installed on all lighting fixtures and lamps must not extend below the bottom of the cover.

Parking

Due to the untraditional nature of the Silver State School, the parking criterion is not the traditional parking solution one would encounter. The parking criteria is based on justification provided by the applicant in addition to taking into account the nature and needs of the school campus. The plan provided includes 194 parking spaces which include 51 overflow parking spaces. The applicant has also incorporated bus parking on the subject site.

Landscaping

A landscaping plan will provide for unity and consistency for the subject site, which will result in an aesthetically pleasing campus environment. The total landscaped area will be approximately 4.41 acres.

Division of the 20 acre site

As noted in the submittal by the applicant, the existing 20 acre site is proposed to be divided, in order to create the 9.2 acre school campus site. The mechanism for the proposed lot split will be processed at a later date.

On the western portion of the subject site is an area reserved for a future roadway. The 2.85 acre easement will provide the area required for a future road resulting from an existing agreement between Carson City and an adjacent property owner regarding access to a future project to be determined at a later date.

On the southern portion of the site is a 6.94 acre area identified for future park development by Carson City. This area will be retained by Carson City.

Traffic

A Traffic Impact report was prepared by Palmer Engineering Group, Ltd. That report identifies that a typical high school of this size will generate approximately 1,297 vehicle trips on weekdays, 452 trips on weekends and 307 morning peak hour trips. However, the Silver State Charter School has seven class sessions per week, resulting in a significant decrease of the student body on campus at any given time, although staff and faculty traffic would remain constant.

Per the information provided by the Engineering Division this request is not in conflict with any Engineering Master Plans for streets.

In reviewing the information provided by the applicant and the required findings as identified below, the findings to grant approval of this Special Use Permit can be made. Therefore, it is recommended that the Planning Commission approve this Special Use Permit application, SUP-10-019.

PUBLIC COMMENTS: On May 05, 2010, the applicant sent out 30 letters to the surrounding property owners, providing information regarding the proposed project. On May 07, 2010, public notices were mailed to 30 adjacent property owners within 300 feet of the subject parcel in accordance with the provisions of NRS and CCMC 18.02.045 by the Planning Division. As of May 19, 2010, no written comments have been received in

opposition of this application. Any comments that are received after this report is completed will be submitted prior to or at the Planning Commission meeting, depending on their submittal date to the Planning Division.

OTHER CITY DEPARTMENT OR OUTSIDE AGENCY COMMENTS:

Carson City Health Department:

- Carson City Health and Human Services has no comments regarding the project as described in the packet received. The applicant must meet all applicable codes and ordinances as they apply to this request.

Carson City Fire Department:

- No Fire Department comments at this time. This project shall meet all codes and ordinances.

Carson City Building Division:

These comments do not constitute a complete plan review, but are merely observations based on the information and plan sheets provided. The comments do not reflect all submittal requirements necessary for this project, but are those requirements that have generated concerns with similar projects in the past.

GENERAL COMMENTS

1. The building construction requires an application for a Building Permit, issued through the Carson City Building Division. This will necessitate a complete review of the project to verify compliance with all adopted construction codes and municipal ordinances applicable to the scope of the project.
2. The plans submitted for review shall comply with the prescriptive requirements found in the Carson City Building Division handout titled: *Commercial Submittal Requirements*. This handout may also be found online at: www.carson-city.nv.us/Index.aspx?page=181

Carson City Parks and Recreation Department:

- Over the past five months, The Carson City Parks and Recreation Department has been working with Silver State Charter School to locate both a charter public high school and middle school on City owned property located at JohnD Winters Centennial Park. The Parks and Recreation Commission supports in concept the land transfer agreement and the joint use agreement. Also, the commission has approved the proposed project's site plan on City property. Our department supports this project and believes it will provide many benefits to Carson City residents. These proposed joint (shared) use facilities have been outlined in the attached Parks and Recreation Commission staff report dated May 4, 2010.

Carson City Engineering Division:

- The Engineering Division has no preference or objection to the special use request. Please see the attached memo, which includes numerous conditions of approval.

SPECIAL USE PERMIT FINDINGS: Staff recommends that the Planning Commission approve the Special Use Permit subject to the recommended conditions of approval and based upon the following findings as required by Carson City Municipal Code (CCMC) Sections 18.02.080 (Special Use Permits) and further substantiated by the applicant's written justification.

1. The project will be consistent with the master plan elements.

Rationale: The proposed Public/Quasi-Public land use designation is consistent with the proposed public school use of the property by the Silver State School, as well as the intended future use of the property for public purposes. The current Master Plan Land Use Designation on the property of Parks and Recreation is consistent with the proposed public school use.

The proposed amendment will be in substantial compliance with the following:

GOAL 1.1— PROMOTE THE EFFICIENT USE OF AVAILABLE LAND AND RESOURCES.

1.1e—Sustainable Construction Techniques

Encourage the use of sustainable building materials and construction techniques, through programs such as the US Green Building Council's LEED (Leadership in Energy Efficiency and Design) program which provides voluntary national standards and certification for a range of new construction types to promote the development of energy efficient, sustainable buildings.

1.1f—Energy Conservation

Encourage the incorporation of site planning and other design techniques that promote solar and wind efficiency in the construction of new homes and non-residential development (e.g., maximizes solar exposure to capture energy and speed snow melt during winter months). Encourage the use of new and emerging technologies that lead to increased energy conservation for both residential and non-residential uses.

The proposed development will utilize building material and construction techniques compatible with current standards for Leadership in Energy and Efficient Design (LEED) to promote energy efficient and sustainable structures.

The building has been designed to take advantage of the south facing exposure. This orientation is important for the facility and will take full advantage of solar exposure to facilitate snow melt.

Builders are constantly trying to use other sources of heat, which further notes the importance of a southern exposure. The placement of the sun during the seasons gives the structure optimal sunlight exposure and natural heat, which can help with heating and cooling costs. Per the applicant energy conservation designs including but not

limited to solar, green house, wind and other passive design elements will be considered for the project. A highly energy efficient design will be a top priority.

GOAL 1.2—PROMOTE INFILL AND REDEVELOPMENT IN TARGETED AREAS

1.2a—Priority Infill and Redevelopment Areas:

Two levels of priority have been identified for areas identified for potential infill and redevelopment on the Land Use Map.

The project is proposed on a site that is currently undeveloped, yet is surrounded by a developed park and golf course uses. The adjacent uses are as follows, the Eagle Valley Golf Course and the golf course parking lot to the north, east and west and Arrowhead Drive and single family dwelling units to the south. A portion of the subject parcel will be retained by Carson City for the Parks and Recreation Department.

GOAL 1.4—MANAGE THE IMPACTS OF FUTURE GROWTH WITHIN THE URBAN INTERFACE

1.4a—Vehicular and Pathway Access

Ensure that vehicular and pathway access to surrounding public lands are maintained as development occurs within the Urban Interface—the area at the fringe of the City's core area that borders both urban development and open lands. Require pathways, bicycle facilities, and roadway easements through future developments as identified in the Unified Pathways Master Plan.

The proposed project is consistent with the City's Open Space Master plan and the unified Pathways Master Plan (UMPM). The UMPM identifies a "shared street" facility on Arrowhead Drive and Centennial Park Drive. There have been multiple discussions with the applicant and the Parks and Recreation Department regarding the appropriate improvements and the timing of the improvements proposed.

1.4c—Protection of Existing Site Features:

Ensure that development at the Urban Interface is designed to minimize disturbances to existing stands of mature trees, distinctive topographic features (hillsides/ridgelines), and other character-defining features, particularly those that are visible from other locations in the community. Require a detailed site analysis for any development at the Urban Interface to identify unique features to be protected.

The existing vegetation on site primarily is grasses and bushes with a minor stand of immature trees on the northern portion of the site. There is a portion of site, specifically the southern portion that has riparian related vegetation and drainage features that are anticipated to be avoided with the construction of the project.

GOAL 1.5—FOSTER COOPERATION ON MASTER PLAN ISSUES

1.5b— Coordination with State and Federal Agencies

The City shall coordinate with State and Federal Agencies, including the Bureau of Land Management and Forest Service, whose land holdings are adjacent to the City, to minimize land use conflicts within the urban interface, identify opportunities for shared recreational access or amenities, and to ensure that future plans for federal landholdings are mutually compatible with the goals and policies of this Master Plan.

The proposed school campus is adjacent to public lands developed with a golf course, softball fields and soccer fields as well as other park amenities. The applicant has noted that this creates an opportunity to provide compatibility with the existing public facilities as well as providing a gym/theater and outdoor play field (57,750 sf), which will be available through a joint use agreement with Carson City Parks and Recreation Department.

GOAL 3.1—PROTECT ENVIRONMENTALLY SENSITIVE AREAS

3.1b—Environmentally Sensitive Areas

Environmentally Sensitive Areas within the community should be protected using available tools, such as development setbacks, dedication, or other mechanisms.

The portion of the site that is proposed for the school campus is not known to have environmental sensitive areas. The applicant has noted a wetland delineation area on the south eastern portion of the 20 acre site. Wetland disturbance and any necessary mitigation shall be in accordance with the requirements set forth by the U. S. Army Corps of Engineers. See the Wetland delineation on the plan provided.

GOAL 3.3—MINIMIZE IMPACTS OF POTENTIAL NATURAL DISASTER EVENTS ON THE COMMUNITY

3.3d—Floodplain and Hazard Area Development

Continue to discourage development within the 100-year floodplain and other hazard areas and require development on flood prone properties to be clustered out of the 100-year floodplain as defined by FEMA.

3.3e—Geologic Hazards

Continue to require any development with an identified earthquake fault on site to have a professional geotechnical report to establish required setbacks from the fault to structures and other mitigation measures.

The property is mapped as a Zone “X” flood area, which is defined as an area determined to be outside of the 500 year flood plain. The applicant has provided Federal Emergency Management Agency (FEMA) exhibits.

Per the information provided by the applicant the site is located is an area designated as having moderate potential for shaking during earthquakes. There is a questionable fault shown on the earthquake hazard map that crosses Arrowhead Drive both east and west of the subject property.

GOAL 4.1—PROMOTE RECREATIONAL EQUITY AT A NEIGHBORHOOD LEVEL

4.1b—Match Improvements to Demand and Current Standards

New development will provide park facilities commensurate with demand created and consistent with the City's adopted standards. Continue to work with developers to identify opportunities for new park facilities in new neighborhoods based on the Parks and Recreation Master Plan.

GOAL 4.3 EXPAND THE CITY'S OPEN SPACE NETWORK

4.3a—Open Space Master Plan

Continue to review future development proposals for consistency with the City's Open Space Master Plan and continue to coordinate with the Open Space Advisory Committee and the Carson River Advisory Committee on Master Plan issues.

The subject site and the John D. Winters Centennial Park is included in the Open Space Plan as an area of opportunity and shown as "Other Protected Areas" for the development of parks, schools and private recreation.

GOAL 6.1—PROMOTE HIGH QUALITY DEVELOPMENT

6.1a—Durable Materials Require the use of durable, long-lasting building materials for all new development.

6.1b—Neighborhood Design

Promote variety and visual interest in the design of new neighborhoods through the incorporation of varied lot sizes, building styles and colors, garage orientation, and other features, as consistent with the land use policies contained in Chapter 3 of this Plan.

6.1c—Variety and Visual Interest

Promote variety and visual interest in the design of new development through the incorporation of well-articulated building facades, clearly defined entrances and pedestrian connections, landscaping, and other features as consistent with the City's Development Standards.

The building materials selected for the proposed facility will focus on a high level of materials for resiliency and durability with the goal of minimizing maintenance and upkeep costs for the campus.

Architectural design of the proposed school will adhere to the functional norms which will include prominent features include columns, split faced block and stucco is proposed as well as large expanses of glass, per the applicant.

GOAL 6.2—PROMOTE COMPATIBLE INFILL AND REDEVELOPMENT

6.2a—Neighborhood Compatibility

Ensure that infill and redevelopment is of a scale and character that is compatible with and enhances the surrounding development context through the use of appropriate height and density transitions, similar setbacks and lot coverage, garage and loading area location and configuration, connectivity to surrounding development, and other neighborhood specific design considerations.

GOAL 9.3—MAINTAIN THE QUALITY AND CHARACTER OF ESTABLISHED NEIGHBORHOODS

9.3b—Compatibility of Infill and Redevelopment

Ensure that infill and redevelopment is designed in a manner that minimizes impacts on and is compatible with existing neighborhoods through the use of appropriate height and density transitions, similar setbacks and lot coverage, garage and loading area location

and configuration, the development of park and recreational facilities, connectivity to existing neighborhoods by a pathways system, and other neighborhood specific design considerations.

The applications submitted will allow for the construction of a new school campus which will allow for the development of an undeveloped site. Per the applicant the Carson City Parks and Recreation Department would retain the southern portion of the site which will act as a buffer to the residential area to the south.

GOAL 12.1—ESTABLISH A CITY-WIDE SYSTEM OF MULTI-USE PATHWAYS

12.1a—Enhance the Pathways Network

Continue to maintain and expand the City's existing network of pathways to link distinct geographic locations within the community and to provide improved access to and between neighborhoods, activity centers, schools, and other destinations. Provide multi-use paths where necessary as identified on the Unified Pathways Master Plan map to cross physical barriers, establish direct connections between neighborhoods, activity centers, schools (as consistent with the Safe Route to School public safety program), and other destinations, and to take advantage of available opportunities such as utility and open space corridors where possible.

12.1c—Section-by-Section Implementation

Seek opportunities to complete individual sections of the City's adopted Unified Pathways Master Plan on a site-by-site and "missing link" basis as future development occurs. Continue to require future development to construct, to City standard, on-site sidewalks and connections to adjacent pedestrian and bicycle systems as needed and coordinate the dedication of rights-of-way for planned pathway connections at the time of development.

As noted in these findings the proposed project is consistent with the UPMP. This project will be required to accommodate both pedestrian and bicycle access to the project site, including an evaluation of regional connectivity issues.

2. The project will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood; and will cause no objectionable noise, vibrations, fumes, odors, dust, glare or physical activity.

The proposed campus is set back a significant distance from Arrowhead Drive and is not anticipated being detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties. With the recommended conditions of approval, the proposed uses will generate no significant noise, vibrations, fumes, odors, dust, glare or physical activity which could have an adverse impact on adjacent uses.

All lighting fixtures shall be so installed as to project light downward and away from adjoining properties and glare to the sky. Site lighting trespass onto adjacent locations and the night sky shall be minimized. Covers must be installed on all lighting fixtures and lamps must not extend below the bottom of the cover.

The conceptual landscape plans show landscaped areas in excess of minimum Carson City landscaping requirements (192,100 square feet provided). The square footage of

landscaping for the 9.2 acre parcel will constitute 49% of the subject site's surface. Final landscape plans submitted with the building permit will ensure compliance with other City standards for landscaping.

*This Special Use Permit shall be reviewed by the Planning Commission two years from the date of initial approval. The applicant shall provide written documentation of compliance with **all** conditions of approval to the Planning Division for the review at least 45 days prior to the review date. The Planning Commission may require additional reviews as it deems appropriate.*

3. The project will have little or no detrimental effect on vehicular or pedestrian traffic.

Per the information provided by the Engineering Division this request is not in conflict with any Engineering Master Plans for streets.

The proposal will impact traffic or pedestrian facilities. Mitigation measures are contained in the recommended conditions of approval.

A Traffic Impact report was prepared by Palmer Engineering Group, Ltd. That report identifies that a typical high school of this size will generate approximately 1,297 vehicle trips on weekdays, 452 trips on weekends and 307 morning peak hour trips. However, the Silver State Charter school has seven class sessions per week, resulting in a significant decrease of the student body on campus at any given time, although staff and faculty traffic would remain constant.

4. The project will not overburden existing public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage, and other public improvements.

The proposal will impact existing public services. Mitigation measures are contained in the recommended conditions of approval.

Adequate water, sewer, road, and storm drainage facilities exist or will be required by the applicant to serve the proposed development. The facility will be required to meet all other additional requirements of the Carson City Fire Department and the Carson City Sheriff's Department.

A Drainage Impact Report was completed by Palmer Engineering Group, Ltd. and submitted to City Staff on April 21, 2010. The report notes that the on-site detention will be designed to accommodate the five year-one hour storm as required by Carson City. Metered outlets, pipe sizes and overflow weirs to accommodate a 100 year storm event will also be designed in compliance with Carson City standards.

A Conceptual Utility Report was completed by Palmer Engineering Group, Ltd. and submitted to City staff on April 21, 2010. An existing 10 inch PVC City water main runs diagonally across the northern portion of the subject parcel. The line connects with the water main in Mills Road just north of Bowers Lane and serves Centennial Park Complex and noted on the plan will be redirected.

There are two nearby sewer mains in Mills Road. The nearest is an eight inch main which ends with a manhole approximately 165 feet east of the property corner. The

second is an eastbound 12 inch main in Arrowhead Drive which is approximately 575 feet west of the property corner.

5. The project meets the definition and specific standards set forth elsewhere in this title for such a particular use and meets the purpose statement of that district.

The Public Regional zoning district identifies Federal, state and city facilities and uses whose main purpose is to sustain wide regional needs as acceptable uses. The Conditional Uses permitted in the PR District which require approval of a Special Use Permit include:

- *Buildings and facilities owned, leased, or operated by the City of Carson City, Carson City School District or any other district, State of Nevada or the government of the United States.*

All public district development standards relative to lot area, setbacks, building height, landscaping, off-street parking and signs shall be based on requirements and conditions of the special use permit and in this case have been incorporated into the conditions of approval in this staff report.

6. The project will not be detrimental to the public health, safety, convenience and welfare.

The proposed campus, with staff's recommended conditions of approval, will meet all the requirements of the Carson City Municipal Code and will not be detrimental to the public health, safety, convenience, and welfare, but will provide a much needed service to the residents of Carson City.

7. The project will not result in material damage or prejudice to other property in the vicinity.

The school is planned for 1,000 students, although due to the on-line distance nature of the curriculum, no more than 150 students will be on campus at any given time based on a schedule of seven sessions per week. This curriculum will result in a significant decrease of the student body on campus at any given time and that is an important factor in the proposed use.

This project as presented if approved will benefit Carson City by allowing the expansion and growth of the Silver State charter School while providing the residents of Carson City new indoor and outdoor recreational facilities. These new shared facilities as noted by the applicant will offer the Parks and Recreation Staff an opportunity to expand existing recreational programs and possibly create new programs for the Carson City community.

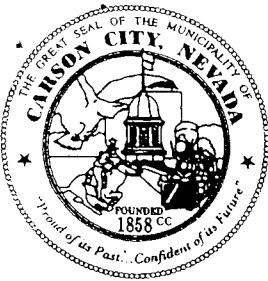
Respectfully submitted,
PUBLIC WORKS DEPARTMENT, PLANNING DIVISION

Jennifer Pruitt

Jennifer Pruitt, AICP, LEED AP
Principal Planner

Attachments:

Application (SUP-10-019)
Carson City Engineering Division comments
Carson City Fire Department comments
Carson City Building Division
Carson City Health Department comments
Carson City Parks & Recreation Department comments
Public comments



CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

MEMORANDUM

TO: Lee Plemel, Planning Director
Jennifer Pruitt, Senior Planner (Hardcopy and Email)

FROM: Roger Moellendorf, Parks and Recreation Director
Vern L. Krahn, Park Planner

DATE: May 11, 2010

SUBJECT: Parks and Recreation Department's comments for the Wednesday, May 26, 2010, Planning Commission meeting



SUP-10-019	Over the past five months, our department has been working with Silver State Charter School to locate both a charter public high school and middle school on City owned property located at John D Winters Centennial Park. The Parks and Recreation Commission supports in concept the land transfer agreement and the joint use agreement. Also, the commission has approved the proposed project's site plan on City property. Our department supports this project and believes it will provide many benefits to Carson City residents. These proposed joint (shared) use facilities have been outlined in the attached Parks and Recreation Commission staff report dated May 4, 2010.
SUP-10-028	Our department has been working over the past two years with the Carson City Historical Society to raise funds and complete the design for this project. City staff supports the project and is now ready to move forward with construction of the Carriage House. As a result, our department needs to acquire a special use permit for the project. This structure will provide additional storage space for rotating historical exhibits and protecting various historical artifacts. Also, the building will be used for club meetings and social activities.
GM-10-022	Please refer to the attached memorandum from Roger Moellendorf, Parks and Recreation Director, dated May 10, 2010, for our department's growth management annual report.

**PARK AND RECREATION COMMISSION
STAFF REPORT**

SLP-10-019

MEETING DATE: May 4, 2010

AGENDA ITEM NUMBER: 4B

APPLICANT: Roger Moellendorf, Parks and Recreation Director
Vern L Krahn, Park Planner
Steve Knight, Silver State Schools Executive Director
Mark Palmer P.E., Palmer Engineering Group, Ltd.
George Szabo, GL Szabo and Associates

REQUEST: Action to recommend to the Planning Commission approval of a special use permit request for the Silver State Charter High School and Middle School to be located at JohnD Winters Centennial Park.

GENERAL DISCUSSION:

Project Background: The Parks and Recreation Department has been exploring the concept with Silver State Schools officials to locate their new public Charter High School and Middle School on a parcel of land at JohnD Winters Centennial Park. These discussions have included a possible land transfer agreement and joint use agreement for a portion of a 20-acre parcel of land. This parcel is City owned and located just west of the lower sports complex fields and adjacent to Arrowhead Drive (Refer to Exhibit A – Location Map / APN 008-391-12).

Project Site Information: The 20-acre parcel is designated on the Carson City Master Plan as Public Regional (PR) and is bordered to the north by an access road to the Eagle Valley West Municipal Golf Course and the Golf Course parking lot, to the east and west by the Eagle Valley Municipal Golf Course, and Arrowhead Drive to the south. The north 9 acres (approximate size) of the parcel proposed for the school is currently undeveloped. The remaining 11 acres (approximate size) would be retained by the Carson City Parks and Recreation Department for access (road and utility easements) to the school site and an additional access (road and utility easement) for a future residential development northwest of the project site, including future park facilities. This area would act as a buffer to the residential neighborhood south of Arrowhead Drive and could be developed into either a neighborhood or community park as a part of the upcoming JohnD Winters Centennial Park master planning process.

Special Use Permit: The school has retained GL Szabo and Associates and Palmer Engineering Group, Ltd, to prepare and submit to the City a Special Use Permit application for a new school that includes a combination public charter High School and Middle School, plus additional space for future expansion. In the special use permit, the school is requesting their development be a conditional use in a Public Regional zoning on the above referenced City owned property. Mr. Palmer and Mr. Szabo, along with Parks and Recreation Department staff, will be at this Parks and Recreation Commission meeting to present a project overview and site plan. This presentation is being done to provide the Planning Commission with comments on the project for the school's special use permit hearing on Wednesday, May 26, 2010.

Benefits to Carson City: As discussed previously with the Parks and Recreation Commission on March 2, 2010, this project would benefit Carson City by providing City residents with new indoor and outdoor recreation facilities while allowing the expansion and continued growth of the very successful public Charter School.

These new joint (shared) facilities will offer Parks and Recreation Department staff an opportunity to expand existing recreational programs and possibly create new programs for the community's adult and youth populations. These joint (shared) use facilities include the following:

- 1) Multi-use sport field
- 2) Gymnasium/theater
- 3) Parking lot

As a result of the above listed benefits and the proposed joint (shared) facilities for both City residents and the Parks and Recreation Department, staff is requesting the Parks and Recreation Commission to recommend to the Planning Commission approval of this project's special use permit.

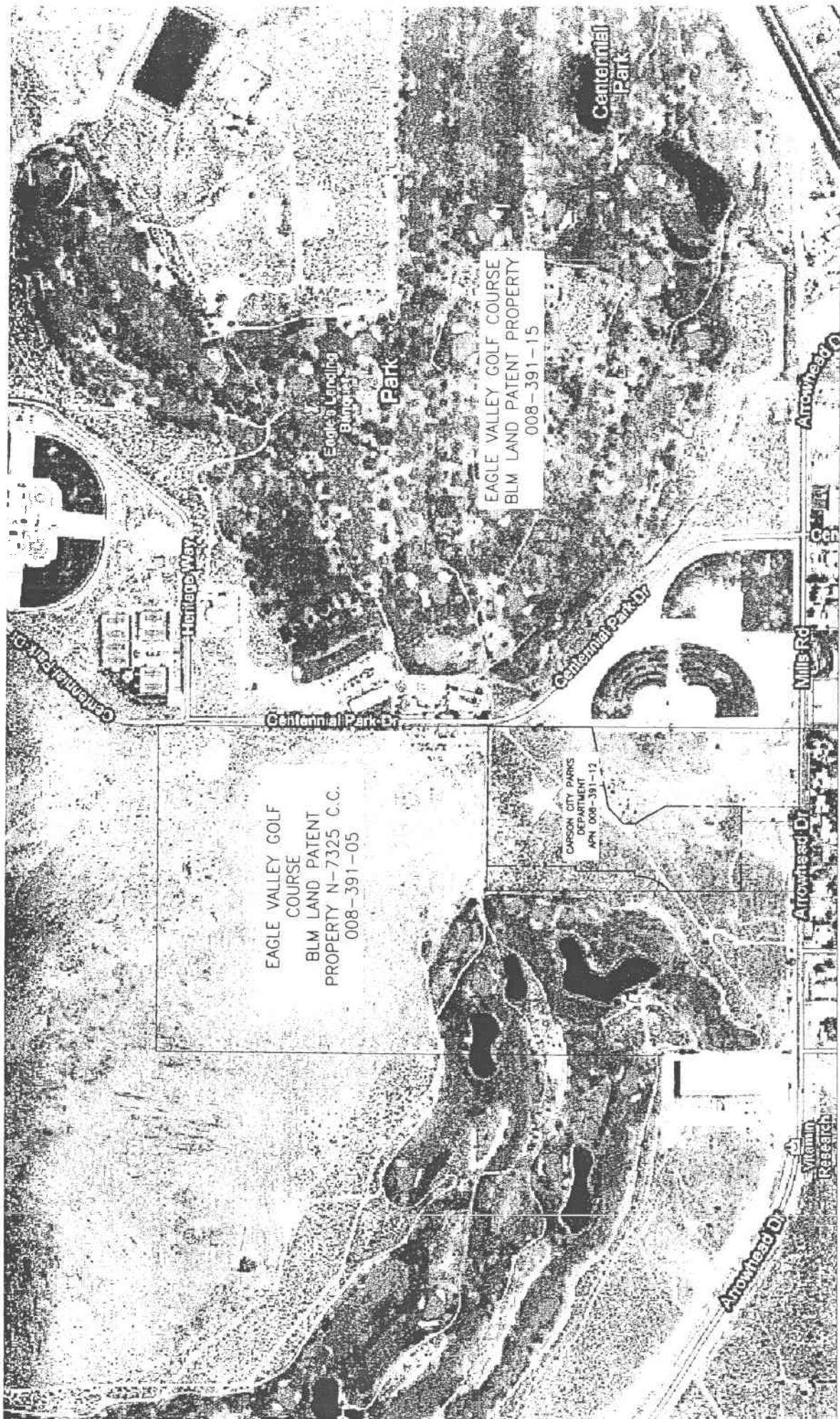
RECOMMENDED ACTION: I move to recommend to the Planning Commission approval of a special use permit request for the Silver State Charter High School and Middle School to be located at JohnD Winters Centennial Park.

Sup-10-019

03-04-2010

EXHIBIT A

N.T.S.





CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL
DEVELOPMENT SERVICES

Engineering Division
Planning Commission Report
File Number SUP 10-019

TO: Planning Commission

FROM: *JS* Jeff Sharp, P.E. – City Engineer

DATE: May 14, 2010

MEETING DATE: May 26, 2010

SUBJECT TITLE:

Action to consider an application for a Special Use Permit from Palmer Engineering Group for a charter high school campus on property zoned PR located on the southwestern portion of Centennial Park along Arrowhead Drive, APN 008-391-12.

RECOMMENDATION:

The Engineering Division has no preference or objection to the special use request. If the request is approved, then the following conditions of approval are recommended.

Engineering Division Requirements:

1. Final design shall include a traffic impact study that provides recommendations for adequate left-turn lane design along Arrowhead Drive.
2. Frontage improvements along Arrowhead Drive are required with development of the initial phase of the project similar to that shown on the SUP site plan.
3. A street luminaire shall be installed to illuminate the driveway approach at Arrowhead Drive.
4. Final design shall include a complete grading plan, showing existing and proposed site elevations, swales, cut and fill slopes, grading quantities and temporary erosion control measures.
5. Final design shall include a complete site/drainage plan, covering all aspects of the site development and design, including existing and proposed drainage features and facilities.
6. Final design shall include a complete drainage analysis, including hydraulic and hydrologic calculations, drainage system capacities, design flows, flood flows, detention system requirements, and floodplain issues in the format of section 14.9.1 of the Carson City Development Standards.
7. Final design shall include a storm drainage collection system design, including invert elevations, slopes, pipe and/or channel sizes and pad or finished floor elevations.
8. Final design shall include onsite detention facilities capable of handling a five year, one hour duration design storm.
9. Final design shall include provisions for passing flows of a one-hundred year, twenty-

Engineering Division
Planning Commission Report
SUP 10-019 Silver State High School
Page 2

four hour duration design storm through the site.

10. Wetland disturbance and necessary mitigation shall be in accordance with requirements set forth by the U.S. Army Corps of Engineers.
11. Final design shall include parking lot details, parking stall dimensions, curbs, striping, signing and lighting.
12. Final design shall include provisions for ADA access along the sidewalks and ramps.

Carson City Utilities Requirements:

1. Fire sprinkler system connection(s) - Requires above-ground double check-valve assembly in accordance with NAC 445A. If the fire sprinkler system is to contain any hazardous substance, including glycol, a reduced pressure principle assembly is required.
2. Water connection(s) – Final design shall indicate size(s) and location of service tap(s) and meter box(es). Indicate whether taps and meters are for domestic or irrigation purposes.
3. Sanitary sewer main extension – Final design shall include extension of a sanitary sewer main to the site along Arrowhead Drive, unless other arrangement can be made by permission of the City Parks and Recreation Department to allow easements across adjacent City property for sewer laterals to drain to Centennial Park Drive.
4. Sanitary sewer connection – Final design shall indicate sewer lateral size(s) and location(s).
5. Water usage information is required at final design to determine water and sewer connection fees.
6. Fire flow calculations required by the Fire Department must be signed and sealed by a P.E. and approved by Utilities Engineering. Contact Mark Brethauer at 887-2355, extension 7364, for additional information.
7. Wastewater pretreatment and a wastewater discharge permit will be required. Grease interceptors shall be designed in accordance with the Uniform Plumbing Code and shall have 24-hour access. Contact the Environmental Control Division, Mark Irwin at 887-2355 extension 7380 for additional information.
8. Reduced pressure type backflow prevention devices are required for domestic services.
9. A water system analysis which complies with the requirements if Division 15.3.1 is required with the first submittal of final plans which shows that the proposed water system can meet required fire flows and that 60 psi is available at the meters during peak demand periods. The water analysis shall include a narrative report and system map. The report shall provide the calculations for fire flows and system pressure and shall include assumptions made to support the calculations. The map shall show all existing and proposed water mains, PRV's, check valves, system zones, streets and

parcels.

10. A sewer system analysis which complies with the requirements if Division 15.3.2 is required with the first submittal of final plans which shows that the existing sewer system has sufficient capacity to handle the proposed project. All existing sewer collection lines to which the development utilizes as an outfall must be capable of conveying a peak flow of d/D less than 0.75, or an upgrade of the existing system will be required. The analysis should show the sewer system is at adequate size and depth to serve adjacent properties when extended in the future.
11. The use of potable water during construction for dust control will not be allowed; reclaimed water is available. The use of potable water will be made available when the use of reclaimed water is not allowed due to environmental or health reasons. A no fee permit for reclaimed water use is available seven (7) days a week (except holidays) at the Wastewater Reclamation Plant, 3320 Fifth Street, 887-2360. Please note that the use of reclaimed water without a valid permit is subject to substantial penalties.

DISCUSSION:

The Engineering Division has reviewed the conditions of approval within our areas of purview relative to adopted standards and practices and to the provisions of CCMC 18.02.080, Conditional Uses.

CCMC 18.02.080 (2a) - Adequate Plans

The information submitted by the applicant is adequate for this analysis.

CCMC 18.02.080 (5a) - Master Plan

The request is not in conflict with any Engineering Master Plans for streets or storm drainage.

CCMC 18.02.080 (5c) - Traffic/Pedestrians

The proposal will impact traffic or pedestrian facilities. Mitigation measures are contained in the recommended conditions of approval.

CCMC 18.02.080 (5d) - Public Services

The proposal will impact existing public services. Mitigation measures are contained in the recommended conditions of approval.



CARSON CITY FIRE DEPARTMENT

"Service with Pride, Commitment, Compassion"

MEMORANDUM

TO: Community Development

FROM: Duane Lemons, Fire Inspector

DATE: May 17, 2010

SUBJECT: AGENDA ITEMS FOR MAY 26, 2010 PLANNING COMMISSION MEETING.

We reviewed the agenda items for the May 26, 2010 Planning Commission Meeting and have the following comments:

- SUP-10-019 CC Parks & Red, Mark Palmer Eng We have no concern with the applicant's request.
- SUP-10-026 Jackson Family Living Trust We have no concern with the applicant's request.
- SUP-10-028 Carson City, Tom Grundy This project must meet all codes and ordinances as they relate to this request.

DL/llb

File # (Ex: MPR #07-111)	SUP – 10- 019
Brief Description	Silver State High School
Project Address or APN	APN #008-391-12
Bldg Div Plans Examiner	Kevin Gattis
Review Date	April 28, 2010
Total Spent on Review	

BUILDING DIVISION COMMENTS:

These comments do not constitute a complete plan review, but are merely observations based on the information and plan sheets provided. The comments do not reflect all submittal requirements necessary for this project, but are those requirements that have generated concerns with similar projects in the past.

GENERAL COMMENTS

1. The building construction requires an application for a Building Permit, issued through the Carson City Building Division. This will necessitate a complete review of the project to verify compliance with all adopted construction codes and municipal ordinances applicable to the scope of the project.
2. The plans submitted for review shall comply with the prescriptive requirements found in the Carson City Building Division handout titled: *Commercial Submittal Requirements*. This handout may also be found online at: www.carson-city.nv.us/Index.aspx?page=181

From: Teresa Hayes
To: MPR Committee
Date: 4/7/2010 8:29 AM
Subject: MPR 10-023_Silver State Charter School

Carson City Health and Human Services has no comments regarding the project as described in the packet received. The applicant must meet all applicable codes and ordinances as they apply to this request.

Teresa Hayes, R.E.H.S.
Environmental Health Specialist II
Carson City Health and Human Services
900 E. Long St
Carson City, NV 89706
Phone: (775) 887-2190 ext 30227
Fax: (775) 887-2248

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Silver State Charter Schools

7-8 Middle School (775) 882-8200

Fax (775) 883-9130

9-12 High School (775) 883-7900

3719 N. Carson Street, Carson City, NV 89706

www.SSHS.org

RECEIVED

April 2, 2010

APR 14 2010

CARSON CITY
PLANNING DIVISION

Dear Neighbors,

By way of introduction Silver State Charter Schools would like to make you aware of our plans for building a facility which will be near your property.

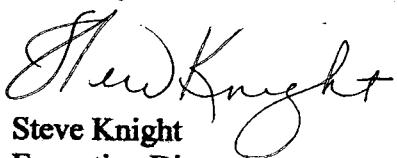
Silver State Charter Schools are in the concept stages of a facility that will use approximately 10 acres below the ball fields and tennis courts at Centennial Park between the East and West golf courses. There is nearly a ten acre buffer area between the school and Arrowhead Drive.

Our school, founded in 2004 and located on College Parkway and 395, is a non-traditional, free, public distance education model currently enrolling 550 students from 7th through 12 grades. In that we are a distance education school, only about 125 students and faculty are on-site at any one time. Presently we have no organized athletic events, but some school level intramural and competitive sports are planned on a very limited basis. Silver State Charter Schools are just completing its 6th year and is among the top public schools in Nevada.

A partnership agreement with the Parks and Recreation Department of Carson will enable the city's use of our gym facilities along with the soccer playing field for the entire communities use and enjoyment. Under the current phase no lights are included.

We have enclosed a brochure for your perusal and would hope that if you have any questions about the school or this project that you would call for information.

Cordially,



Steve Knight
Executive Director
Silver State Charter Schools

Palmer Engineering Group, Ltd.

611 North Nevada Street • Carson City, NV 89703 • (775) 884-0479 Fax: 884-4226

Water Use Calculations SILVER STATE HIGH SCHOOL CENTENNIAL PARK COMPLEX – ARROWHEAD DRIVE

RECEIVED

APR 21 2010

Domestic Water Use:

CARSON CITY
PLANNING DIVISION

Allow 15 gallons per day per person

SUP - 10 - 019

1000 student body / 7 sessions/week:	143 students / day
Faculty / staff:	37 faculty & staff / day
Community events (100 people, 30% use)	<u>30 people / day</u>
Total	210 people / day

Daily use: 210 ppd x 15 gpd/person = 3,150 gpd

Landscape Water Use:

Turf (allow 2 acre-feet / acre / year for irrigation – 32 week irrigation season)

Lawn / Plaza (73' x 90')	6,570 sf	0.15 acre
Play Field (175' x 330')	57,750 sf	1.33 acre
Future play field (100' x 130')	<u>13,000 sf</u>	<u>0.30 acre</u>
Totals	77,320 sf	1.78 acre

Water use: 2.0 ac-ft/ac/yr x 1.78 ac = 3.56 ac-ft/year (* 3,178 gpd)

Annualized Use = 3.56 ac-ft/yr x 32/52 = 2.19 ac-ft/yr => 1,956 gpd

Landscape strips / islands (drip irrigation zones) - trees, shrubs, ground cover & mulch
(allow 0.75 acre-feet / acre / year for irrigation – 32 week season April / Nov)

SSHS	92,350 sf	2.12 acre
Future Development	<u>13,068 sf</u>	<u>0.30 acre</u>
Totals	105,418 sf	2.42 acre

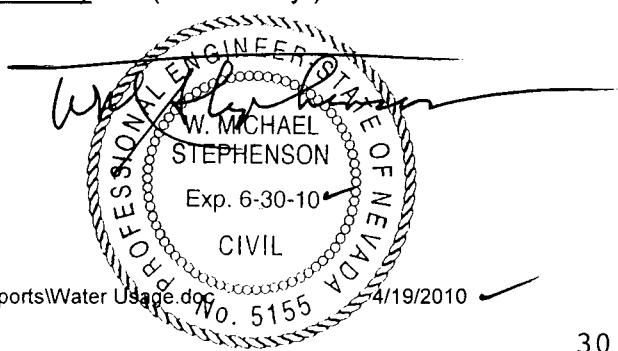
Water use: 0.75 ac-ft/ac/yr x 2.42 ac = 1.82 ac-ft/year (* 1,620 gpd)

Annualized Use = 1.82 ac-ft/yr x 32/52 = 1.12 ac-ft/yr => 997 gpd

Total Water Use:

Total Water Use: 3,150 + 1,956 + 997 = 6,103 gallons per day (6.84 ac-ft/yr)

*Note: 1 acre-ft / year = 892.7 gpd [43,560 x 7.48 / 365]



CARSON CITY AIRPORT AUTHORITY
Minutes of the March 17, 2010 Meeting
Page 1

A regular meeting of the Carson City Airport Authority was scheduled for 6:00 p.m. on Wednesday, March 17, 2010 in the Carson City Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Harlow Norvell
Vice Chairperson John Kelly
Member Alex Carter
Member Teresa DiLoreto-Long
Member Dave McClelland
Member Ray Saylo

STAFF: Casey Pullman, Airport Manager
Jim Clague, Airport Engineer
Steve Tackes, Airport Counsel
Jano Barnhurst, Recording Secretary

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

A. CALL TO ORDER, ROLL CALL AND DETERMINATION OF QUORUM. (6:00:10) - Chairperson Norvell called the meeting to order at 6:00 p.m. Roll was called; a quorum was present.

B. PLEDGE OF ALLEGIANCE. (6:00:43) - Chairperson Norvell led the pledge of allegiance.

C. APPROVAL OF THE MINUTES OF PAST MEETINGS OF THE AIRPORT AUTHORITY. (6:01:08) - Member Carter moved to approve the minutes of the February 17, 2010 meeting. Member DiLoreto-Long seconded the motion. Motion carried 5-0-1.

D. MODIFICATION OF THE AGENDA. (6:02:31) - Chairperson Norvell asked to hear Item G-2 first, Item G-3 second, and Item G-1 third.

E. PUBLIC COMMENT. (6:03:08) - Robert Dickinson, President of EAA Chapter 403, noted the numerous calls he receives for affordable hangars and commented on the possibility of the CCAA building them. He added that those that are available are too expensive. Chairperson Norvell directed Mr. Pullman to prepare comments on the item. He expressed reluctance to build more hangars and doesn't want the airport to compete with those who are already there.

F. CONSENT AGENDA. All matters listed under the consent agenda are considered routine, and may be acted upon by the Airport Authority with one action and without an extensive hearing. Any member of the Authority or any citizen may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. The Chairperson or the Vice-Chairperson retains discretion in deciding whether or not an item will be pulled off the consent agenda.

G. PUBLIC HEARINGS.

CARSON CITY AIRPORT AUTHORITY
Minutes of the March 17, 2010 Meeting
Page 2

G-1. DISCUSSION AND POSSIBLE ACTION REGARDING UTILIZING THE SERVICES OF THE ARLINGTON GROUP FOR THE 2010 CARSON CITY AIRPORT OPEN HOUSE. (*Casey Pullman/Fred & Maxine Nietz*) (7:45:45) - Chairperson Norvell introduced the item. Mr. Pullman presented background information and explained his vision of making the Open House more of an event. Chairperson Norvell commented that they have tried to foster good community relations but are also focused on marketing the airport. Mr. Pullman expressed agreement adding that it may be time to extend it to other regions.

(7:51:46) Ms. Nietz narrated a PowerPoint presentation, a copy of which is incorporated into the record. Mr. Pullman advised that the Open House is not budgeted and they are counting on sponsorship donations. He opined that it could become an event involving community businesses. Chairperson Norvell called for comments from the Board. In response to a question, Ms. Nietz replied that the \$10,000 fee would include their fee plus expenses but the budget would primarily be grants and sponsorships. Member DiLoreto-Long expressed concern that this is a critical time for the airport and the Open House is the largest opportunity to market and grow the airport community. She suggested it be more of a grand opening event at the right time. She noted that a marketing budget is critical and suggested inviting tenants to brainstorm ideas. She expressed concern about the limited time frame in which to produce the event and about whether it is the best use of airport monies. She opined it "a great idea but a plan is needed." She questioned how it fits in with a marketing plan and whether its primary purpose is to build a good community relationship. She expressed appreciation for the presentation but opined that hiring a company to help is "like buying a pair of jeans and...you've got to have the right fit." She suggested researching other companies in order to find the right fit.

Chairperson Norvell commented that time is of the essence and noted that in previous years, a sub-committee was formed to research various issues. Vice Chairperson Kelly expressed concern about "turning off" people that come to enjoy the airplanes by making it a commercial event and opined that "charging a fee for something that used to be free isn't good for the community." Mr. Pullman reiterated that the main objective is to keep it local. He explained that if they started charging in the future, it would be extremely affordable. He added that volunteers can't commit a lot of hours and suggested building on the previous Open House by involving an event coordinator. He insisted that he will not lose money and opined that generating revenue is a future opportunity. He reiterated that they would use sponsorships to offset costs and didn't anticipate using any airport monies. In response to a question, Ms. Nietz anticipated approaching the Convention and Visitors Bureau (CVB) for advertising grants and other sponsorships in addition to the Northern Nevada Development Authority (NNDA), Nevada Business Connections (NBC) and Commission on Economic Development (CED) for funding assistance. She added that they have written successful grants for numerous organizations. Vice Chairperson Kelly expressed concern about the logo which may send the wrong message to the safety conscious. Ms. Nietz responded that the graphic is designed to be eye catching and give a sense of excitement about the event. In response to a question, Mr. Nietz acknowledged that their fee would decrease if the base fee decreased, but they would still be interested in coordinating the event.

In response to a question, Mr. Pullman replied that the date of the Open House is flexible and was open to moving it to a later date. In response to a question, Member DiLoreto-Long opined that scheduling it around events such as the Balloon Races or Reno Rodeo would be a great idea. In response to a

CARSON CITY AIRPORT AUTHORITY
Minutes of the March 17, 2010 Meeting
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question, Ms. Nietz replied that moving the date up would be difficult but there would be no problem moving it back. Mr. Nietz explained that the summer always has a very busy calendar. Member McClelland advised that he has served on numerous Open Houses and "there is no real good date that works for anybody." He noted that the event has always been free and vendors and big business sponsorships are scheduled far in advance. "To go now at this short a time and put up this kind of capital, we're behind the ball..." He also noted that it is very hot in July and August and earlier in the season is more favorable. He offered to share his knowledge and opined that a year is needed to plan it properly. He noted that a lot of planning and commitment are involved and expressed hope that they don't start charging at the gate.

Member Saylo opined that they should not charge an admission fee but should continue it as an Open House for the community. He did not believe the event could be prepared in the short amount of time available noting that he has produced events which have taken eight months to prepare. He suggested the possibility of this type of event for 2011 which needs to be part of their overall marketing strategy. Mr. Pullman expressed agreement noting that last year's Open House was organized in a short period of time. He agreed they are "behind the curve" and expressed confidence that it would be a successful event. Member Saylo reiterated concern about the tarmac getting very hot later in the summer and opined that the current date is best. "I just don't think we need to be trying to go into a real big production this year. Next year...is when we need to start thinking about it." Mr. Pullman advised that they want to keep it simple but build on it and continue moving forward.

In response to a question, Mr. Tackes expressed agreement with Members DiLoreto-Long and Saylo and expressed concern about limited funding. He commended Mr. Pullman's enthusiasm but agreed that planning should go to next year's event. He shared concern about the issue with heat on the tarmac. He noted that the airport needs to make sure they are presenting the right image to achieve their goals and agreed that it takes a lot of manpower to produce these events. In response to a comment, Member McClelland expressed his thanks to the volunteers adding that he couldn't have done it without them. Mr. Pullman clarified that the Arlington Group facilitates the vision. Member McClelland opined "it's just too late to spend that kind of money" but noted that their contacts and professionalism would be welcome. Chairperson Norvell noted a consensus of the Board. He added that he loved Mr. Pullman "being a race horse but we have to tug on the reins occasionally." Mr. Pullman expressed respect for their decision.

(8:36:13) Chairperson Norvell called for public comment. Sandy Goetz opined that the idea of a grand opening was a great idea. She noted that last year's Open House was organized in a short period of time with help from the EAA and was very successful. She added that she recommended the Arlington Group as the facilitator for this year and suggested they produce the grand event next year. She noted that they told her they would help gratis because they may be able to do more next year.

(8:39:43) Joe Raphael commented that many volunteers worked on the Open House in previous years and complimented the Board on being involved. He noted that the focus has always been a community event but didn't think they could afford such a large expenditure this year. He added that previous events have had great turnouts but opined that 4,000 to 5,000 people would be the maximum they could handle. He asked the Board to stay involved.

CARSON CITY AIRPORT AUTHORITY
Minutes of the March 17, 2010 Meeting
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(8:41:36) Bob Dickinson commented that the EAA presented a lot of ideas as to how to raise money and community involvement. He noted that Silver Springs and Lake Tahoe charge to attend their events and are successful. He noted that advertising is a return on investment. In response to a question, Ms. Nietz advised that they have an extensive mailing list of vendors and expressed confidence that they wouldn't have difficulty getting them at this late date. Mr. Dickinson noted that the Rite of Passage students assisted last year with a pancake breakfast and commended them for doing a great job.

(8:45:56) Phil Stotts opined that the poster is a nice touch and suggested "jacking up" politicians for potential funding. He noted that as professionals, the Arlington Group knows what they can accomplish in a limited time frame. He opined that there would be unwanted excitement and attention in bringing gunfighters onto the airport.

(8:47:53) Chairperson Norvell commented that the CCAA does not have \$13,500 to spend and could not move forward until they can properly assess the risk. He expressed approval of the direction that Mr. Pullman has suggested but admitted being torn about community versus commercial. He expressed concern that they haven't asked themselves the hard questions and can't invest a large sum of money unless they know exactly what they are doing. Member Carter commented that no funds were budgeted for marketing because it wasn't thoroughly considered noting the availability of discretionary funds. Chairperson Norvell suggested forming a sub-committee to identify issues before moving forward and expressed support for having it later in the year. He opined that due diligence has not been done in order to vote on the issue. He reiterated appreciation for Mr. Pullman's ambitiousness but noted the need to identify a budget and develop a plan. Member DiLoreto-Long suggested ticket sales in which a portion would be returned to an identified charity. Member Carter suggested keeping the current event schedule to be organized within the existing budget and assemble a sub-committee for next year's program. Member McClelland noted a need for further discussion and a future agenda item. Chairperson Norvell entertained a motion. **Vice Chairperson Kelly moved to not utilize the services of the Arlington Group for the 2010 Carson City Airport Open House. This item could be visited in the future. Member Saylo seconded the motion. Motion carried 6-0.** Chairperson Norvell reiterated that the Board doesn't know the direction they are going and it's too close to the event date. He expressed appreciation for everyone's desire to move it forward. Ms. Nietz expressed appreciation in allowing their presentation and hopes to return in 2011.

G-2. DISCUSSION REGARDING SILVER STATE HIGH SCHOOL'S PROPOSED DEVELOPMENT NEAR CENTENNIAL PARK. (*Palmer Engineering Group/Chairperson Norvell*)

(6:06:23) - Chairperson Norvell introduced the item. Steve Knight, Executive Director of Silver State School reviewed background information on the School, their operations, and a previous presentation made to the CCAA. He advised that Carson City has offered property between the golf courses. He introduced Sue Cocking, President of the School Board, and Middle School Vice Principal, Jim Martin. He noted that they cannot expand at their current location and explained a "win-win situation" regarding a joint use agreement with the City. In response to a question, he replied that they accept any student who applies to their School. He acknowledged that bussing is paid through the distributive school account noting no additional taxpayer liability to Carson City.

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(6:13:48) Vern Krahn, Carson City Parks and Recreation Park Planner described a displayed map of the proposed and surrounding property. He noted that it is a twenty acre City owned parcel and specified that the School would be located on the northern half. He discussed the arrangement between the School and the City, in which the City would transfer approximately ten acres to the School in exchange for joint use of their gym, theater, sports fields and a parking lot. He summarized that the School would receive free land and the City joint use without any capital outlay. In response to a question, he replied that the field will be multi-use turf maintained by the City. Member McClelland expressed support for the idea. Chairperson Norvell opined it a great opportunity and a big win for the community. Mr. Krahn advised of a long standing joint use relationship with the Carson City School District and referred to land transfer and joint use agreements between the City and Silver State School. He finished by noting the opportunity to partner with the golf course and additional opportunities to the students.

(6:23:40) George Szabo, G.L. Szabo & Associates described the conceptual site plan and location. He noted the numerous boards and commissions before which they have appeared. He noted that PBS&J found no issues regarding airport safety but FAA approval was required. In response to a question, Mr. Clague replied that an airspace review of any development near an airport is required. Mr. Pullman added that it is outside the runway protection zone. In response to a question, Mr. Szabo knew of no earthquake faults running through the property. In response to another question, he replied that moving the ball field would have no major impact. Mr. Knight added that the project will benefit Carson City taxpayers.

(6:32:27) Roger Moellendorf, Carson City Parks and Recreation Director commented that a lot of strides have been made in effecting the land transfer and joint use agreements. He called it a "win-win" situation for the School while providing much needed recreation amenities for the community.

Chairperson Norvell called for public comment. Bill Hartman suggested that the centerline extension in relation to the campus and traffic pattern be determined. He opined that safety is important for the CCAA to consider before making their decision. In response to a question, Mr. Clague replied that the CCAA can advise and suggest preliminary findings but it is within the FAA's purview to make a decision off airport property. He added that the FAA would determine any issue with the flight pattern.

(6:36:40) Mike Moore commented that it's unclear by the maps how far off the approach end of 27 the facility would be located. He added that the only thing worse within an approach path of an airport than a housing area is a school. "Every place that has done something like this has paid the piper afterwards." He added that from an airport operational viewpoint, there should be a lot of concern before getting too excited about other factors.

Mr. Szabo read a portion of an e-mail from engineer, Brian Fitzgerald into the record. "The proposed location is approximately 3,320 feet east-northeast of Runway 27 end and 20 feet lower in elevation. The site is approximately 1,700 feet north of the runway centerline and is well outside any runway safety areas. I have concluded that there is no apparent obstruction to the airspace at the Carson airport. However, final determination has to come from the FAA." Chairperson Norvell noted that, "when you go out...the proximity of the site and look at the airport, it's apparent that you're quite a long way from

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where the airport is..." He opined that the School is good for the community and reiterated the recreational benefits without using taxpayer monies. He noted no conflicts regarding airspace. He commented that they are concerned about safety but also need to be realistic and judicious, and believed the FAA would help in that regard.

Mr. Knight thanked the Board for hearing their presentation. Chairperson Norvell called for further comments from the public, then the Board. Member Carter noted his support of Silver State High School stating his non-opposition with the initial location. He opined that it satisfies any concerns and reiterated his support. Member DiLoreto-Long applauded the School's tenacity in trying to find a location that works for everyone. She added that as a parent, she would be concerned about the location of nearby aircraft, but opined that anything potentially hazardous would be addressed by the FAA. Vice Chairperson Kelly expressed his support for the project. Member McClelland expressed a "great job" and hoped they continue with an aviation program. Member Saylo noted from a public safety standpoint, "I couldn't ask for a better location than where you were going to try to locate or where you are now." Chairperson Norvell noted a high level of support by the Board which can be conveyed to the Planning Commission.

G-3. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE REASSIGNMENT OF THE WAYNE BROOKS' LEASEHOLD TO RENO FLYING SERVICE, INC./AMERICAN MEDFLIGHT, INC. (Jack Dawson/James Brown) (6:46:11) - Chairperson Norvell introduced the item. Jack Dawson, President of Reno Flying Service and American MedFlight gave background information on the organizations. He explained that their current lease expires June 30 and are considering the Wayne Brooks hangar. He explained that their air ambulance is a great value to the community and noted a base operation would be located in Carson City. He explained operations and staffing of the air ambulance service. He added that they have the option of staying in Reno but believed Carson City is a better option. He explained the operations and staffing of the Reno Flying Service, noting they would bring two Citation jets to the community. He noted that they are employee-owned companies with approximately 50 employees. He noted that an offer has been made on the Wayne Brooks hangar contingent on amending the lease which currently restricts commercial operation. He opined that they may be somewhat competitive with other operators. Chairperson Norvell thanked Mr. Dawson for his interest in Carson City.

(7:01:02) In response to a question, Mr. Tackes explained the difficulty of changing the use because of NRS requirements. He explained that the area was originally restricted to aircraft storage and changing the use causes a re-evaluation. He added that an appraisal would be required, a new determination of the appropriate rent, and consideration as to whether the additional rental value can be used for a full or partial service FBO. He noted that in a previous lease, the DA determined that the two areas had to be separated and suggested obtaining an appraisal, determining whether changes can be made, and taking the assignment.

(7:04:32) Mr. Tackes advised of an SBA loan requirement which gives the bank a right to reassign the lease in the event of default. He explained that the lease has to be assigned by the CCAA and approved by the Board of Supervisors (BOS). He noted a series of steps that are acceptable to the bank, referred to Title 19 criteria used to consider a new business operation, gave a brief synopsis, and described the

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process to be taken. He expressed uncertainty as to whether the building meets fire code requirements. In response to a comment, Mr. Pullman didn't foresee an issue with a full or partial service FBO in that area. In response to a question, Mr. Tackes advised that the hangar is located on the north eastern point of the airport and acknowledged that it has private access. In response to a question, Mr. Dawson advised that the current ramp space is not sufficient and anticipated extending it 50-75 feet.

Chairperson Norvell called for comments from the Board. Member Carter expressed interest in the idea of more activity coming to the airport. In response to a question, Mr. Tackes advised that a full service FBO was originally prohibited and they were only leasing aircraft storage. In response to a question, Mr. Dawson explained that they currently depend on ambulance companies to transport people from the hospital to the aircraft. In response to another question, he replied that most of the aircraft maintained is in-house but they do maintain some other aircraft. Mr. Tackes added that there is no limitation on the number of operators and they cannot discriminate against any business in favor of another. Member McClelland suggested contacting the State Fire Marshall regarding bringing in water and recovery volume without a lot of expense. In response to a series of questions, Mr. Dawson replied that patients from local areas are usually taken to specialized centers. He acknowledged they will be operating under a Part 135. He reiterated that they have 50 total employees but not all work in the same location at the same time and explained the method in which the facility is staffed. He advised that the air ambulance averages two flights a day and explained that local hospital transports average two to three per month. In response to a question, Mr. Pullman advised of vacant commercial property adjacent to the hangar that may be available for parking. He read an e-mail from Michael Golden into the record which was received in support of the project.

Chairperson Norvell called for public comment. Russ Davidson opined that Mr. Dawson's business will increase fuel sales, medical transport access, more revenue, and employees to the community. In response to a series of questions, Mr. Tackes explained the bifurcation process and suggested they first change the use of the lease and then do the assignment. He added that an appraisal has to be done within six months of the transaction. He reiterated that an FBO use versus storage only property is a consideration and suggested obtaining an appraiser's opinion. He reiterated that they can't do a special favor for one business to the detriment of their competitors. He noted that the CCAA sees things from a business perspective and tries to find solutions with tenants on the airport. Joe Raphael opined it as very exciting and recommended going forward. Sandy Goetz advised that MedFlight saved her mother's life, worked with her in a way she could afford, and opined it will bring a lot of revenue to the community.

Mr. Tackes advised that they are noticed for the assignment but doesn't want to approve it without a change to the condition. In response to a question, Mr. Dawson acknowledged that he wants to work with Mr. Brooks to amend the lease prior to the assignment. Mr. Tackes recommended they do the appraisal, request to change the use, and then the assignment. In response to a question, Mr. Dawson suggested that Mr. Brooks apply for the change on a lease basis with RFS as the professional certificate holder. Chairperson Norvell expressed excitement with the project and promised full cooperation by the Airport Manager's office.

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G-4. DISCUSSION AND POSSIBLE ACTION TO AWARD A WEBSITE DEVELOPER THE CONTRACT TO DESIGN AND BUILD A NEW CONTENT MANAGEMENT DRIVEN WEBSITE, NOT TO EXCEED \$5,000. (*Casey Pullman*) (8:56:43) - Chairperson Norvell introduced the item and Mr. Pullman gave background information noting the need of a new website. He explained an overview of the project and a proposal from Exyst.com. He then gave background information and discussed the proposal and services provided by MacWest Marketing, a copy of which is incorporated into the record. In response to a comment, Member DiLoreto-Long suggested selling banner advertising to help absorb some of the website's costs. In response to a question, Mr. Tackes advised that advertising has to be offered on a non-discriminatory basis. In response to a question, Member DiLoreto-Long advised that she has spent from \$5,000 to \$25,000 developing websites. She noted that this proposal is unique as the company is able to develop mass quantities which keep costs down. She explained their analytic section which has a geographical breakdown of traffic visiting the site. She added that MacWest allows more customization and has a good recommended starting point at \$3,180. Chairperson Norvell called for questions from the Board. Member Carter commented on the need for a new website and noted that their previous budget was \$5,000 but was pared down to \$1,000. In response to a question, Mr. Pullman replied that the companies would stay within their budget. Chairperson Norvell requested that Member DiLoreto-Long and Mr. Pullman work together to obtain value for the dollar. In response to a question, Mr. Pullman acknowledged that he would be the web manager. Chairperson Norvell called for public comment but seeing none, entertained a motion. **Member Saylo moved to award a website developer contract design to MacWest Marketing in the amount not to exceed \$5,000. Member McClelland seconded the motion. Motion carried 6-0.**

G-5. DISCUSSION AND POSSIBLE ACTION TO APPROVE A BUSINESS CREDIT CARD FOR THE CARSON CITY AIRPORT AUTHORITY (*Chairperson Norvell*) (9:12:30) - Chairperson Norvell introduced the item, gave background information and explained the checks and balances already in place. He advised of the need for a credit card to facilitate completing business and suggested a \$25,000 limit. In response to a question, Mr. Pullman replied that the amount was recommended by the bank but could be lowered. Member Saylo suggested a \$5,000 maximum to which Member McClelland agreed. In response to a question, Mr. Tackes opined that amounts could not be limited on a debit card and advised that a credit card would not carry a balance. Vice Chairperson Kelly expressed agreement with the \$5,000 credit limit as did Members DiLoreto-Long and Carter. Member Saylo advised that a credit card is easier to correct if it's lost or stolen. Chairperson Norvell called for public comment and seeing none, entertained a motion. **Member**

DiLoreto-Long moved to allow for a \$5,000 credit card for the Airport Manager. Member Saylo seconded the motion. Motion carried 6-0.

G-6. DISCUSSION AND POSSIBLE ACTION TO REMOVE THE AWOS PHONE LINE AS REQUESTED BY WILL FLETCHER, PRESIDENT OF CARSON EXECUTIVE HANGAR ASSOCIATION (*Chairperson Norvell*) (9:17:05) - Chairperson Norvell introduced the item and expressed appreciation for Mr. Tackes' explanation. He advised that "we made a mistake" noting that the Airport Manager's office did not authorize the phone line installation and was unaware it happened until notified by the tenant. He gave background information on the item noting that "there's a lot of water under the bridge. [The tenant] is not going to allow us to do that..." He opined that the

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line should be removed because it's not worth the effort. In response to a comment, he replied that the AWOS operates on its assigned frequency but the telephone gives the ability to call in for a weather forecast. He added that it will be part of the new AWOS in two months and reiterated that it's not worth further argument. In response to a comment, he replied that another source can be used but it would be "considerably expensive for a period of two months." In response to a question, he acknowledged that it has to be a land line. Mr. Tackes added that a land line is the only cost effective way and opined that permanent use of a wireless system would "eat us alive." He added that the ability to work cooperatively with the tenant has broken down. Discussion followed regarding the confusion as to how the line was installed. Chairperson Norvell reiterated that the tenant should have been informed by the Airport Manager's office. Vice Chairperson Kelly opined that it's not worth the fight for a two month period to which Member Saylo and Mr. Pullman agreed. In response to a question, Mr. Tackes replied that he did not know who installed the line. In response to a comment, Mr. Pullman replied that it was the assumption that AT&T installed the line. Member Carter suggested having the phone line redirected to the Airport Manager's Office. Mr. Tackes opined that the tenant may allow the line to remain and recommended letting things go for two months.

Chairperson Norvell called for public comment. Robert Dickinson advised that he is retired from Bell South, he installed the phone line, and explained his reasoning. He noted that the telephone equipment on the hangar belongs to the telephone company. In response to a question, Mr. Tackes replied that he should have told the Airport Manager who would have talked to the tenant. He explained that by installing it, "the tenant can legitimately complain that you have no right to be on his leased property..." Mr. Dickinson responded that he was asked to hook it up. Mr. Tackes noted that that was "the second time around...in part on my direction." Mr. Dickinson disagreed, stating "the first time around, I was asked to hook it up, because I...met the Bell technician and explained...and he did what he needed to do to get to the demark. And that's when I hooked it up...I was asked to go with the telephone guy...and do that. The second time I went out there, I put a note on the cable...that this was a line to the AWOS...contact me if there's a problem...and he did." Mr. Tackes reiterated that the appropriate procedure would have been to talk to the tenant before running a cable across his leased property. He explained that the box on the building belongs to AT&T and his leased property was crossed with the cable. He further explained that the tenant thought someone was stealing phone services and had a legitimate reason to be upset. He reiterated that they had the mistaken belief that AT&T had run the line. Mr. Pullman added that he knew Mr. Dickinson was assisting but assumed AT&T installed it and "afterwards...was still under the assumption that AT&T initially...installed it."

Chairperson Norvell reiterated that it was the airport's error in not speaking with the tenant and insisted that anything happening on the airport needs to go through the Airport Manager. Mr. Dickinson suggested running a cable to a pole. Chairperson Norvell reiterated that the airport has the right to go on the leasehold but not interfere with what the tenant legally does there. He expressed the understanding that Mr. Dickinson was trying to help and had good intentions. He reiterated that the responsibility lies with the Airport Manager's office. He suggested that they unhook the line and move on. He called for comments from the Board. Member Saylo suggested asking the tenant's approval to keep the line installed before disconnecting it. **Member Saylo moved to send Casey over to visit with Mr. Fletcher and disconnect the phone line if need be, and if he allows it to remain, it will remain.** Vice Chairperson Kelly seconded the motion. Motion carried 6-0.

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G-7. DISCUSSION AND POSSIBLE ACTION ON ITEMS RELATED TO THE CARSON CITY AIRPORT AUTOMATED WEATHER OBSERVATION SYSTEM (AWOS) PROJECT (FAA AIP NO. 3-32-0004-17), INCLUDING MONTHLY STATUS REPORTS, POTENTIAL CHANGES TO THE WORK OR WORK SCHEDULE, CONSTRUCTION CHANGE ORDERS, AND OTHER RELATED ITEMS. *(Jim Clague) (9:37:53)* - Chairperson Norvell introduced the item and Mr. Clague gave a brief review of the staff report which is incorporated into the record. He advised that NV Energy will provide power via an overhead power line at the AWOS site to be completed by April 2, and they are still under budget.

G-8. DISCUSSION AND POSSIBLE ACTION ON ITEMS RELATED TO THE CARSON CITY AIRPORT RUNWAY PROJECT (FAA AIP NO. 3-32-0004-18), INCLUDING MONTHLY STATUS REPORTS, POTENTIAL CHANGES TO THE WORK OR WORK SCHEDULE, CONSTRUCTION CHANGE ORDERS, AND OTHER RELATED ITEMS. *(Jim Clague) (9:39:17)* - Mr. Clague gave a brief review of the work schedule and staff report which are incorporated into the record. He explained the extra cost for the electrical hookup for power to the vault was due to an extended length of conduit. He added that as of February, they are projected under budget. In response to a question, he advised that a top priority is to finish the port-a-port hangars, seal any gaps and determine how to accomplish Phase 3 but they intend to get in and get out as soon as possible. In response to another question, he acknowledged that they will try to determine the feasibility of starting at mid-field and working east.

H. AIRPORT ENGINEER'S REPORT. *(9:44:03)* - Mr. Clague advised that they are still working on the record of survey with El Aero and it has not yet been recorded. He advised of a meeting with the FAA regarding the North Apron Environmental Assessment. He advised that the FAA reiterated that no funds were programmed for Carson City this year explaining that oftentimes, money becomes available because other airports let their grants expire. He explained that the FAA suggesting packaging their plans for Taxiway D and the connector so if money becomes available, the project can go out to bid. In response to a question, he replied that grooving may become a future project. He noted no additional information on the surplus rock and fill material but the Planning Department recommended that a contractor get a special use permit rather than have the airport mine the rock. He also advised of a new astute FAA representative.

I. AIRPORT MANAGER'S REPORT. *(9:49:53)* - None.

J. LEGAL COUNSEL'S REPORT. *(9:49:59)* - Mr. Tackes explained how the FAA prioritizes projects by first funding safety elements noting that Taxiway D was lower than many other projects. He opined that there is a good chance it could be funded this year.

K. TREASURER'S REPORT. *(9:51:54)* - Member Carter distributed February's budget report, advised that they are ahead on income, operating under budget, and \$50,000+ ahead of expectations. He noted a bank balance of \$540,754.18.

L. REPORT FROM AUTHORITY MEMBERS. *(9:52:34)* - Chairperson Norvell suggested that Mr. Pullman contact Members McClelland and DiLoreto-Long to discuss ideas for the Open House. In

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response to a question, he replied that they should draw on whatever resources necessary and present them to the Board who can make an informed decision. Member Carter recommended meeting with Mr. Pullman regarding the budget before the audit. In response to a comment, Mr. Pullman replied that he is going to “take the bull by the horns and roll with this.” Chairperson Norvell cautioned against over commercialism based on what has been done in the past.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING. (9:58:25) – None.

N. ACTION ON ADJOURNMENT. (9:58:32) - Chairperson Norvell entertained a motion to adjourn. Member Saylo moved to adjourn the meeting at 9:58 p.m. Vice Chairperson Kelly seconded the motion and it carried unanimously.

The Minutes of the March 17, 2010 Carson City Airport Authority meeting are so approved this 21st day of April, 2010.

Harlow Norvell, Chair

RECEIVED

APR 01 2010

CARSON CITY
PLANNING DIVISION

From: Jano Barnhurst
To: Jennifer Pruitt
CC: Vern Krahn
Date: 04/01/2010 2:59 PM
Subject: 3/2/10 PRC meeting minutes re Silver State Charter School

Hi Jenn ~

As requested by Vern Krahn, the minutes from the March 2nd Parks and Recreation Commission meeting regarding the Silver State Charter School follow. Vern said that you would also need minutes regarding this item from the April 6 meeting, but it does not appear to be on that agenda.

Thnx-a-lot and let me know if you have any questions.

Jano

**4-B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS A LAND TRANSFER CONCEPT
INCLUDING THE BASIC COMPONENTS OF A JOINT USE AGREEMENT WITH THE SILVER STATE HIGH SCHOOL
AND MIDDLE SCHOOL TO BE LOCATED AT JOHND WINTERS CENTENNIAL PARK (Roger Moellendorf) (5:46:10)** - Chairperson Curtis introduced the item and Mr. Moellendorf gave background information and reviewed the staff report which is incorporated into the record. Mr. Krahn pointed out the location on a displayed map and referred to the exhibits in the agenda packet. In response to a question, he advised that the parcel was acquired for \$500,000 twenty years ago with residential construction tax, golf course monies and a land exchange transaction to be used for a park, but as time passed, other sports fields were considered. Commissioner Livermore noted that multi-unit housing was scheduled to be built nearby, so it was a defensive purchase to expand the park. Mr. Krahn explained that the surrounding land is covered by a BLM land patent to ensure that the City adheres to the restrictions placed upon it. He noted that flexibility and lack of federal encumbrances allow for great opportunities. Mr. Moellendorf added that advantages for the School include good access and the location of nearby fiber optic lines, noting it a "win-win situation" for the School and City. He explained that the parties will enter into a joint use agreement for the facilities which will include a full size gymnasium and an outdoor sports field adding that it would allow the City use of the gymnasium, School and parking when not being used by the School. He noted that the School will have to apply for a special use permit (SUP) and introduced Mark Palmer of Palmer Engineering as guiding the School through the planning process.

(5:53:46) Mr. Palmer gave background information noting that they were approached by the PRD to consider joint use of the facilities. He referred to their "aggressive" schedule which is included as Exhibit C in the agenda materials. Mr. Moellendorf explained that a land transfer agreement and joint use agreement will be brought forth to the Board of Supervisors (BOS) for consideration and read the components of the agreements into the record. In response to a question, Steve Knight, Director of Silver State Charter School gave background information on the School and its operations. He introduced some of the teachers that were present in the audience. He pointed out that the School is high tech and wants to be community oriented. He responded to a comment that students have to meet the same standards as other schools. Chairperson Curtis noted that she toured the School a couple of years ago and loved it. Mr. Knight pointed out that they have very few problems with the students. Commissioner Lehmann suggested that with the addition of indoor recreation space with the School and the CCLL, freeing up Question 18 money for other projects could be debated. In response to a question, Mr. Knight replied that they were going to purchase land by the airport and negotiate with individual investors but that money can now be used towards the building. He acknowledged upcoming bank meetings that are just a matter of terms and conditions.

Commissioner Smolenski noted that he has toured the School and complimented their method of policing smokers. Vice Chairperson Lasco concurred with the positive statements noting that he has also toured the facility. He applauded their efforts to bring education to those for which the mainstream isn't suitable. In response to a question, Mr. Knight explained that they have a closed campus, students are fingerprinted and they also have an attendance secretary. He noted that in the event of a problem, students are counseled on an individual basis but 99 percent are always on task. In response to another question, he replied that they are currently located next to limited gaming but have never had a complaint regarding alcohol, tobacco or gambling. He noted some "heartburn" when they were trying to locate next to the airport because of their aerospace program but the proposed location keeps them close but not on the airport. He advised that they have met with the airport director, advisory board president, and golf committee. In response to a question, Mr. Palmer replied that they want to be near the airport because of school programs, but the airport doesn't want them in their "safety zone". He explained that anything coming within a certain area has to go before their board but both the airport chairman and manager felt they were in a safe area. He also referred to a letter from the airport engineer noting they are outside the safety area and will be going before their board the following week.

Commissioner Livermore opined that the location serves the school well, a lot of opportunities exist for joint use, and it makes great sense. Mr. Knight commented on the technology surrounding the airport which are partnerships they want to nurture. In response to a question, he replied that they would "hopefully not" change to a twelve month calendar adding

that education cutbacks would preclude it. He noted that they are required to be on the same calendar as the local school district according to charter school laws. In response to another question, Mr. Palmer acknowledged that a residential development is planned north of the parcel. He explained an agreement between the City and John Serpa wherein there would be mutual access across the parcel but the school property would not include the encroachment. In response to a question, Mr. Moellendorf acknowledged that they have been hesitant about pre-planning the Master Plan because they want to ensure that the components make sense in their relationships to each other. He added that timeliness is critical and the access road to the school will allow access into the lower part of the parcel which is consistent with the overall plan. In response to a question, Chairperson Curtis noted that the audience response speaks a lot for the school and the project. She called for public comment but seeing none, entertained a motion. **Commissioner Smolenski moved to recommend to the Board of Supervisors a land transfer concept including the basic components of a joint use agreement with the Silver State Charter High School and Middle School to be located at John D Winters Centennial Park. Vice Chairperson Lasco seconded the motion. Motion carried 6-0-2-1 with Commissioners Livermore and Carlson abstaining.** Mr. Palmer expressed thanks to the PRC noting that everyone has worked hard to put the package together in the last 30 days.

SPECIAL USE PERMIT

for

SILVER STATE HIGH SCHOOL

**A portion of the 20-Acre Parcel
Arrowhead Drive
Carson City, Nevada**

**Assessor Parcel Number
008-391-12**

Section 2, T15N, R20E, MDB&M

Prepared for:

**Silver State Charter Schools
3719 N. Carson Street
Carson City, Nevada 89706
Phone (775) 883-9130
Fax (800) 460-7271**

Prepared by:

**Palmer Engineering Group, Ltd.
611 North Nevada Street
Carson City, Nevada 89703
Phone (775) 884-0479
Fax (775) 884-4226**



**April 2010
Job No. 090302**

RECEIVED

MAR 29 2010

CARSON CITY
PLANNING DIVISION

Carson City Planning Division
2621 Northgate Lane, Suite 62 • Carson City NV 89706
Phone: (775) 887-2180 • E-mail: planddept@ci.carson-city.nv.us

FILE # SUP - 10 -

SUP - 10 - 019

Carson City/Parks and Recreation
PROPERTY OWNER

201 North Carson Street, Carson City, NV
MAILING ADDRESS, CITY, STATE, ZIP 89701

775-887-2262

PHONE #

FAX #

Name of Person to Whom All Correspondence Should Be Sent

Palmer Engineering Group, Ltd.

APPLICANT/AGENT

611 North Nevada Street, Carson City, NV
MAILING ADDRESS, CITY, STATE ZIP 89703

775-884-0479

PHONE #

FAX #

mark@palmer-eng.com
E-MAIL ADDRESS

Project's Assessor Parcel Number(s):

008-391-12

Street Address

ZIP Code

Arrowhead Drive/JohnD Winters Centennial Park, Carson City, Nevada

Project's Master Plan Designation

Project's Current Zoning

Nearest Major Cross Street(s)

Public Regional

Public Regional

Centennial and Arrowhead

Briefly describe your proposed project: (Use additional sheets or attachments if necessary). In addition to the brief description of your project and proposed use, provide additional page(s) to show a more detailed summary of your project and proposal. In accordance with Carson City Municipal Code (CCMC) Section: Title 18 Zoning, or Development Standards, Division _____, Section _____, a request to allow as a conditional use is as follows:

PROPERTY OWNER'S AFFIDAVIT

I, Lawrence Werner, being duly deposed, do hereby affirm that I am the record owner of the subject property, and that I have knowledge of and agree to, the filing of this application.

Signature

201 North Carson St., CC, NV

89701

3/3/10

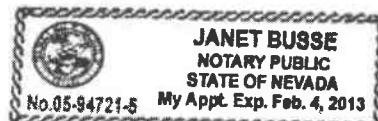
Date

Use additional page(s) if necessary for other names.

STATE OF NEVADA
COUNTY Carson City

On March 3, 2010, Lawrence Werner, personally appeared before me, a notary public, personally known (or proved) to me to be the person whose name is subscribed to the foregoing document and who acknowledged to me that he/she executed the foregoing document.

Janet Busse
Notary Public



NOTE: If your project is located within the historic district, airport area, or downtown area, it may need to be scheduled before the Historic Resources Commission, the Airport Authority, and/or the Redevelopment Authority Citizens Committee prior to being scheduled for review by the Planning Commission. Planning personnel can help you make the above determination.

SUMMARY

Silver State Schools is requesting a Special Use Permit (SUP) that is being coordinated with City staff and, if approved, will be concurrent with a land transfer agreement and Joint Use Agreement for a portion of a 20-acre parcel of land located on Arrowhead Drive adjacent to JohnD Winters Centennial Park on APN 008-391-12. This parcel is located to the west of the existing sports fields at the northwest corner of Arrowhead Drive and Centennial Park Drive. A map depicting its location is attached as an exhibit.

The 20-acre parcel is currently shown on the Carson City Master Plan as Public Regional and is bordered to the north by an access road to the Eagle Valley West Municipal Golf Course and the golf course parking lot, to the east and west by the Eagle Valley Municipal Golf Course, and Arrowhead Drive to the south. The north 10 acres of the parcel proposed for the school is currently undeveloped. The south 10 acres would be retained by the Parks and Recreation Department while allowing road access to the school site and any future park facilities. This area would act as a buffer to the residential neighborhood south of Arrowhead Drive and could be developed into either a neighborhood or community park as a part of the upcoming JohnD Winters Centennial Park planning process.

Silver State School currently leases a building for grades 7-12. It is located at the northeast corner of the North Carson Street and East College Parkway intersection. This facility is undersized for its present use and does not allow for the school's future expansion. In addition, it has neither a gym nor sports fields for its students.

The school has retained GL Szabo & Associates and Palmer Engineering Group, Ltd, to prepare this Special Use Permit application for a new school that includes a combination High School and Middle School plus additional space for future expansion. This Special Use Permit is being submitted to the City to allow development of the school as a conditional use for the land designated Public Regional (PR). The request for a Special Use Permit will be pursuant to the Carson City Municipal Code, Title 18 - Zoning, Chapter 18.02 - Administrative Provisions, Section 18.02.080 – Special Use Permit (Conditional Uses).

Besides the school's need for additional area for growth, approval of this project would allow development of a public school adjacent to Carson City's JohnD Winters Centennial Park. *The unique feature of this proposal is the opportunity for the City's shared (joint) use of the school's sports field, gymnasium, theater, and parking lot.* This project would benefit Carson City by allowing the expansion and continued growth of the very successful Public Charter School while providing Carson City residents with new indoor and outdoor recreation facilities. These new shared facilities will offer Parks and Recreation Department staff an opportunity to expand existing recreational programs and possibly create new programs for the community's adult and youth populations.

**Questionnaire Supporting the Application
for a
SPECIAL USE PERMIT**

I How will the proposed development further and be in keeping with, and not contrary to, the goals of the Master Plan Elements?

CHAPTER 3: A BALANCED LAND USE PATTERN

Theme: The Carson City Master Plan seeks to establish a balance of land uses within the community by providing employment opportunities, a diverse choice of housing, recreational opportunities, and retail services.

Does the proposed development meet the Growth Management Ordinance (1.1d, Municipal Code 18.12)?

Not Applicable (not a residential development)

Does the proposed development use sustainable building materials and construction techniques to promote water and energy conservation (1.1e,f)?

The design of this facility will utilize building materials and construction techniques compatible with current standards for Leadership in Energy Efficient Design (LEED) construction to promote energy efficient and sustainable structures.

The building is situated on the site to take advantage of the south facing exposure. This orientation is important (to make conservation of energy a primary consideration) for this facility and will take advantage of solar exposure to facilitate snow melt. Energy conservation designs including but not limited to solar, green house, wind, and other passive design elements will be considered for this project. A highly energy efficient electrical and mechanical design will be a top priority.

Is the proposed development located on priority infill development area (1.2a)?

The portion of this property proposed for the school is currently undeveloped, but is surrounded by developed park and golf course properties. It is bordered to the north by an access road to the Eagle Valley West Municipal Golf Course and golf course parking lot to the east and west by Eagle Valley Municipal Golf

Course, and Arrowhead Drive to the south. The south 10 Acres would be retained by Carson City Parks and Recreation Department and would act as a buffer to the residential area south of Arrowhead Drive.

This project would provide infill in an area already supplied by Carson City services including collector roads capable of handling bus traffic, connections to water and sewer, and emergency services.

Does the proposed development provide pathway connections and easements consistent with the adopted Unified Pathways Master Plan and maintain access to adjacent public lands (1.4a)?

The proposed project is consistent with the City's Open Space Master Plan and the Unified Pathways Master Plan (UPMP). The UPMP shows a "shared street" facility on Arrowhead Drive and Centennial Park Drive. It also identifies an off-street paved multiuse path along Arrowhead Drive. Our project proposes to construct bike lanes on the school entrance road and provide for bicycle connections to Centennial Park Drive and pedestrian connections to the south acres.

Does the proposed development protect existing site features, as appropriate, including mature trees or other character-defining features (1.4c)?

The existing vegetation on site that is proposed for development is limited to native grasses and bushes (i.e. sagebrush) with a minor stand of immature trees on the northern portion of the project. Although there will be some "cut and fill" associated with school construction, the general slope of the site is less than 6% thereby minimizing the necessary topographic disturbance to create the "pad" for the structure. There is a portion of the southern part of the site that has riparian related vegetation and drainage features that will be avoided with the construction of this project. A specialist will be included as part of the design team to identify those riparian areas and to recommend means to protect those features and minimize construction impacts.

Is the proposed development at adjacent county boundaries or adjacent to public lands, coordinated with the applicable agency with regards to compatibility, access and amenities (1.5a, b)?

The school development is adjacent to public lands developed with a golf course, softball fields, and soccer fields, as well as other park amenities. This site creates an opportunity to provide compatibility with the existing public facilities as well as providing a gym/theater and outdoor play field that will be available to the public through a joint use agreement with Carson City Parks and Recreation Department. By developing this parcel of land with the proposed school and related amenities adjacent to the golf course parking lot

to the north; softball fields to the east; and the golf course to the west, and a future public park to the south, it effectively minimizes potential land conflicts with its adjacent boundaries.

In identified Mixed-Use areas, does the proposed development promote mixed-use development patterns as appropriate for the surrounding context consistent with the land use descriptions of the applicable Mixed-Use designation, and meet the intent of the Mixed-Use Evaluation Criteria (2.1b, 2.2b, 2.3b, Land Use Districts, Appendix C)?

Although this project is not located specifically in a Mixed Use Area, the development of the project will provide mixed use by allowing for a public charter school in the vicinity of land zoned Public Regional, Commercial and Residential. Because the school will be constructing a gymnasium, theater, and sports field that will be available to the public, it will provide recreational facilities for a variety of users and allows for a "mixed use" area which is appropriate in context of the surrounding parcels of land.

Does the proposed development meet adopted standards (e.g. setbacks) for transitions between non-residential and residential zoning districts (2.1d)?

The proposed development introduces a new public charter school in the area that is currently zoned Public adjacent to a residential area to the south. Only the north portion of the site will be developed for the school while the south will remain as open space until developed as a neighborhood park. This will be consistent with the existing public uses and provide a buffer to the residential area on the south side of Arrowhead Drive.

Does the proposed development protect environmentally sensitive areas through proper setbacks, dedication, or other mechanisms (3.1b)?

The portion of the site that is proposed for the school is not known to have environmentally sensitive areas, although a study will be completed on the area to the south to determine if the riparian area needs special consideration. If sensitive areas are discovered during the investigation phase of the project that are specifically located on the school site, those areas will be minimized from disturbance by use of buffering, setbacks, or mitigation. Property lines and setbacks will be established with the consideration of the location of any sensitive areas to minimize any impacts from the development.

Is the proposed development sited outside the primary floodplain and away from geologic hazard areas or follows the required setbacks or other mitigation measures (3.3d, e)?

The property is mapped as a Zone "X" flood area, which is defined as an area determined to be outside the 500 year flood plain. See FEMA exhibits.

The site will be graded to allow for the drainage flowing onto the parcel to be intercepted on the north side of the school and integrated into the design of the sports field and landscaping and detained on site prior to discharge into the existing drainage on the east side of the parcel. Flows off-site will not exceed pre-development flows.

The site is located in an area designated as having a moderate potential for shaking during earthquakes. Although there are no known geologic hazards located within the parcel, there is a questionable fault shown on the earthquake hazards map that crosses Arrowhead Drive both east and west of the property and is shown as being both indeterminate and approximately located. See Earthquake Hazard Map exhibits.

Does the proposed development provide for levels of services (i.e. water, sewer, road improvements, sidewalks, etc.) consistent with the Land Use designation and adequate for the proposed development (Land Use table descriptions)?

The project is located to the west of the intersection of Arrowhead Drive and Centennial Park Drive that is currently served by city water and sewer and provides access for both the Fire and Sheriff departments. The new access road will be constructed with multi-use path and bicycle facilities. There will be a bus drop-off road in front of the school that will be designed to provide adequate turning radii for fire trucks as well as quick access for Sheriff Department vehicles. In addition, a gated access will be provided directly onto Centennial Park Drive to provide for emergency service vehicles.

The new building will allow for anticipated expansion of the existing school and will provide additional school bus service which results in less of a demand on the existing school district.

If located within an identified Specific Plan Area (SPA), does the proposed development meet the applicable policies of that SPA (Land Use Map, Chapter 8)?

Not Applicable

CHAPTER 4: EQUITABLE DISTRIBUTION OF RECREATIONAL OPPORTUNITIES

Theme: The Carson City Master Plan seeks to continue providing a diverse range of park and recreational opportunities to include facilities and programming for all ages and varying interests to serve both existing and future neighborhoods.

Does the proposed development provide park facilities commensurate with the demand created and consistent with the City's adopted standards (4.1b)?

Yes. The school will have both an outdoor sports field and a gymnasium/theater which will be utilized by students for physical education, sports, and recreation. The school will enter into a joint use agreement for these facilities that will be administered by the Parks and Recreation Department and will allow public use of both facilities.

Is the proposed development consistent with the Open Space Master Plan and Carson River Master Plan (4.3a)?

The proposed amendment is consistent with the City's Open Space Master Plan. This property (as well as the rest of JohnD Winters Centennial Park) is included in the Open Space Plan as an area of opportunity and shown as "Other Protected Areas" for the development of City parks, schools, and private recreation.

This City property is adjacent to federal lands (currently owned by Carson City Parks and Recreation Department through a BLM Land patent). A public school is an allowed use under these guidelines, and the addition of a gymnasium/ theater and outdoor sports field available to the public, managed by Parks and Recreation adjacent to a complex that offers public use is supported by the Open Space Master Plan.

CHAPTER 5: ECONOMIC VITALITY

Theme: The Carson City Master Plan seeks to maintain its strong diversified economic base by promoting principles which focus on retaining and enhancing the strong employment base; include a broader range of retail services in targeted areas; and include the roles of technology, tourism, recreational amenities, and other economic strengths vital to a successful community.

Does the proposed development encourage a citywide housing mix consistent with the labor force and non-labor force populations (5.1j)

The proposed public charter school has an existing staff of approximately 30 employees. The proposed new facility will allow for the future expansion of grades 7-12, as well as the addition of a junior high school. It is estimated that the employment will be increased in proportion to the number of students to approximately 40, which will include additional teaching positions as well as administrative and support staff not only maintaining the primary job base, but increasing the number of jobs in the short term future.

In addition, there will be a need for additional employment associated with the design and construction industries. This will also include a demand for the use of financing institutions, design professionals, construction contractors, and laborer forces necessary for construction.

Does the proposed development encourage the development of regional retail centers (5.2a)?

The addition of the gymnasium, theater and sports field is a part of an ongoing effort to create recreation amenities at the John D Winters Centennial Park and promote sports tourism that will provide for a regional draw. These facilities will help increase the local economy that is supported by tourism, including the demand for hotel rooms, eating establishments, shopping centers, golf courses, and other services offered by Carson City merchants and retailers.

Does the proposed development encourage reuse or redevelopment of underused retail spaces (5.2b)?

Not Applicable

Does the proposed development support heritage tourism activities, particularly those associated with historic resources, cultural institutions and the State Capital (5.4a)?

Not Applicable

Does the proposed development promote revitalization of the Downtown core (5.6a)?

Not Applicable

Does the proposed development incorporate additional housing in and around Downtown, including lofts, condominiums, duplexes, live-work units (5.6c)?

Not Applicable

CHAPTER 6: LIVABLE NEIGHBORHOODS AND ACTIVITY CENTERS

Theme: The Carson City Master Plan seeks to promote safe, attractive and diverse neighborhoods; compact mixed-use activity centers; and a vibrant, pedestrian-friendly downtown.

Does the proposed development use durable, long-lasting building materials (6.1a)?

The building materials selected for the facility will focus on a high level of resiliency and durability with the goal to minimize maintenance and upkeep costs. Split face block and stucco will be the principle materials used in the structure.

Does the proposed development promote variety and visual interest through the incorporation of varied building styles and colors, garage orientation and other features (6.1b)?

Architectural design of the proposed public charter high school will adhere to the functional norms for structures of this nature, including split face block for columns and prominent features; stucco of varying shades; large expanses of glass where applicable on the east, south and west sides; and with a campus layout for traffic flow, parking, landscaping, and other amenities to provide visual interest in the site.

Does the proposed development provide variety and visual interest through the incorporation of well-articulated building facades, clearly identified entrances and pedestrian connections, landscaping and other features consistent with the Development Standards (6.1c)?

Yes. See proposed building elevations and site layout on attached plans.

Does the proposed development provide appropriate height, density and setback transitions and connectivity to surrounding development to ensure compatibility with surrounding development for infill projects or adjacent to existing rural neighborhoods (6.2a, 9.3b 9.4a)?

This Special Use Permit Plan is proposed to allow the construction of a new school which would allow for the development of an undeveloped site which is partly surrounded by developed properties. The parcel is currently shown on the Carson City Master Plan as Public Regional and is bordered to the north by an access road to the Eagle Valley West Municipal Golf Course and golf course parking lot, to the east and west by Eagle Valley Municipal Golf Course, and Arrowhead Drive to the south. The south portion of the site would be retained by

Carson City Parks and Recreation Department and would act as a buffer to the residential area south of Arrowhead Drive.

This project promotes compatibility with the surrounding development and adjacent uses and would provide infill in an area that will provide consistency with the surrounding properties.

If located in an identified Mixed-Use Activity Center area, does the proposed development contain the appropriate mix, size and density of land uses consistent with the Mixed-Use district policies (7.1a, b)?

Not Applicable

If located Downtown, does the proposed development integrate an appropriate mix and density of uses (8.1a, e)?

Not Applicable

If located Downtown, does the proposed development include buildings at the appropriate scale for the applicable Downtown Character Area (8.1b)?

Not Applicable

If located Downtown, does the proposed development incorporate appropriate public spaces, plazas and other amenities (8.1d)?

Not Applicable

Does the proposed development incorporate a mix of housing models and densities appropriate for the project location and size (9.1a)?

Not Applicable

CHAPTER 7: A CONNECTED CITY

Theme: The Carson City Master Plan seeks to promote a sense of community by linking its many neighborhoods, employment areas, activity centers, parks, recreational amenities and schools with an extensive system of interconnected roadways, multi-use pathways, bicycle facilities and sidewalks.

Does the proposed development promote transit-supportive development patterns (e.g. mixed-use, pedestrian-oriented, higher density) along major travel corridors to facilitate future transit (11.2b)?

The proposed site is adjacent to JohnD Winters Centennial Park which is served by Arrowhead Drive just off U.S. Highway 50, placing it within two (2) miles of the new Carson City Freeway. In addition, it will be served by two shared street bicycle facilities on Arrowhead Drive and Centennial Park Drive as well as off-road multiuse facilities shown on the Carson City Unified Pathways Master Plan.

It will be served by school buses that will use existing major travel corridors that could also support differing transit systems in the future.

Does the proposed development maintain and enhance roadway connections and networks consistent with the Transportation Master Plan (11.2c)?

The site is located within two (2) miles from the Carson City Freeway, 500 feet off U.S. Highway 50 east and will have direct access off Arrowhead Drive, all of which have the ability to serve the proposed school facilities' traffic needs and is consistent with the Transportation Master Plan.

Does the proposed development provide for appropriate pathways through the development and the surrounding lands, including parks and public lands, consistent with the Unified Pathways Master Plan (12.1 a, c)?

The proposed project is consistent with the Carson City Unified Pathways Master Plan (UPMP). The UPMP shows an off-street paved/shared multiuse path along Arrowhead Drive that continues both east and west from this parcel. Provisions will be made on the school campus to connect to this future facility to provide for pedestrian and bicycle access. These facilities will include connections to the future community park located to the south of the proposed school parcel and will facilitate both bicycle and pedestrian traffic. In addition, as part of the emergency vehicle access, located at the northwest corner of the school site there will be a multiuse path connecting to JohnD Winters

Centennial Park to allow pedestrian and bicycle access to the school's public facilities, as well as allowing students to use the public facilities in the park.

II Will the effect of the proposed development be detrimental to the immediate vicinity? To the general neighborhood?

A. Adjoining Land Use and Zoning:

DIRECTION	USE	ZONING
West	Golf Course	Public Regional (PR)
North	Access Road and Parking Lot for the Golf Course	Public Regional (PR)
East	Golf Course JDW Centennial Park	Public Regional (PR)
South	Future Community Park / Residential	Public Regional (PR) Medium Density Residential (MDR)

B. Explain why your project is similar to existing development in the neighborhood, and why it will not hurt property values or cause problems such as noise, dust, odors, vibration, fumes, glare or physical activity, etc with neighboring property owners. Will the project involve any uses that are not contained within the building? If yes, please describe. If not, state that all uses will be within a building. Explain how construction-generated dust (if any) will be controlled. Have other properties in your area obtained approval of similar request? How will your project differ in appearance from your neighbors? Your response should consider the proposed physical appearance of your proposal, as well as comparing your use to others in the area.

A school will be an allowed conditional use in a Public Regional zone if the Special Use permit is approved. Given the surrounding neighborhood's Public Regional and Medium Density Residential zoning, exterior noises and physical activity typical of a school is not a probable concern. Examples of activities that may occur outside the building would be sporting events, physical education classes and occasional large group gatherings such as graduation ceremonies. The school will be located on the northern portion of the property leaving approximately a 10-acre buffer that is planned to be a community or neighborhood park in the future that will act as a buffer.

Although dust is a common concern during construction, mitigation measures for dust control (e.g. water trucks) will be utilized as mandated by the Nevada Department of Environmental Protection. The architecture will incorporate features that will ensure the school will “fit” into the area and have a presence but not overwhelm the surrounding openness of the golf course area. See building elevations for the physical appearance of the proposed campus.

C. Provide a statement explaining how your project will not be detrimental to the use, peaceful enjoyment or development of surrounding properties and the general neighborhood.

The public school is proposed to occupy a site that is already zoned as a Public Regional use and will require a Special Use Permit. This project complies with the intent of public use in a regional application. Since the existing site and surrounding area is already on land designated Public Regional, it is consistent with the allowed uses of the parcel. This permitted use is not expected to have a detrimental impact on the surrounding property or neighborhood in general.

D. Consider the pedestrian and vehicular traffic that currently exists on the road serving your project. What impact will your development have when it is successfully operating? Will vehicles be making left turns? Will additional walkways and traffic lights be needed? Will you be causing traffic to substantially increase in the area? What will be the emergency vehicle response time? State how you have arrived at your conclusions. What City department have you contacted in researching your proposal? Explain the effect of your project with the existing traffic in the area.

Per the Institute of Transportation Engineers - 7th Edition, a typical high school of this size will generate about 1,297 vehicle end trips on weekdays, 452 end trips on weekends, and 307 morning peak hour trips on weekdays. However, this public charter school has 7 class sessions per week, resulting in 1/7th of the student body on campus at any given time, although staff and faculty traffic should remain constant. The school will also include junior high students, further reducing the student-vehicle ratio.

Allowing for a reduced student body with full staff, a 1/5 factor is considered an appropriate adjustment to these ITE estimates, resulting in 259 weekday end trips, 90 weekend trips, and 61 peak weekday morning trips, respectively. These values are below the threshold 500 end trips or 80 peak-hour trips requiring a traffic impact study per 12.13.1 of the city's development standards. Arrowhead Drive has collector street status and U. S. Highway 50 East, an

arterial street maintained by NDOT, are both expected to have adequate capacity to accommodate the school's traffic.

Since this project is providing its own access road to the school facility (although it will have an Emergency Vehicle Access connection to Centennial Park Drive), it will eliminate any traffic conflicts with golf course users and sporting tournaments within the park or future Residential Areas North of the West Golf Course.

Any impacts caused by this amendment to the project will be mitigated by the necessary traffic studies and improvement to accommodate new traffic levels.

E. Explain any short range and long range benefit to the people of Carson City that will occur if your project is approved.

Short range, this project will benefit the people of Carson City by contributing to the economy through construction of the new school's buildings and campus, including material suppliers, the building trades, and design professionals. Long term, the city will benefit from an improved facility to provide educational opportunities to the city's middle and high school students plus provide employment for maintenance personnel, faculty, and administrative staff.

In addition, the school will be adjacent to public lands developed with a golf course, and softball fields, as well as other park amenities. This site creates an opportunity to provide compatibility with the existing public facilities as well as providing a gym/theater and outdoor play field that will be available to the public through a joint use agreement with the Carson City Parks and Recreation Department.

III Has sufficient consideration been exercised by the applicant in adapting the project to existing improvements in the vicinity?

A. How will your project affect the school district? Will your project add to the student population or will it provide a service to the student population? How will your project affect the Sheriff's Office?

As a public charter high school sponsored by Nevada State Board of Education, this project allows for the growth and expansion of a very successful alternative to the conventional public high school. Recent studies and test scores of the school confirm the teaching methods, academic culture, and curriculum offered by the institution to be exemplary. Given the location

and physical constraints of their current facility, a new, expanded campus as allowed by a Special Use Permit would provide the environment for continued growth and success in the development of students in the public education system.

This project is expected to have no affect on the Sheriff's Office, other than to possibly reduce the incidents of juvenile delinquency due to Silver State School's positive influence on middle and high school students.

B. If your project will result in the covering of land area with paving or a compacted surface, how will drainage be accommodated? (Contact Engineering for required information.)

The property is mapped as a Zone "X" flood area, which is defined as an area determined to be outside the 500 year flood plain. See FEMA exhibits.

The site will be graded to allow for the drainage flowing onto the parcel to be intercepted on the north side of the school and integrated into the design of the sport field and landscaping and detained on site prior to discharge into the existing drainage on the east side of the parcel.

C. Are the water supplies serving your project adequate to meet your needs without degrading supply and quality to others in the area? Is there adequate water pressure? Are the lines in need of replacement? Is your project served by a well? (Contact Public works for the required information.)

This project will utilize the existing water and sewer system. The 10" PVC water main that crosses the property will be used as the primary line for service and fire protection for the school. The system is "looped," including a 12" line in Arrowhead Drive and a 6" line in Centennial Park Drive. We have contacted Carson City Utilities for information and the existing lines appear to be more than adequate for water pressure. Please see attached Carson City Water Run Book Exhibit.

D. Is there adequate capacity in the sewage disposal trunk line that you will connect to in order to serve your project, or is your site on a septic system? (Contact Public works for the required information.)

There is an 8" PVC sewer line to the east of the property in Centennial Park Drive. If pipe slopes or sewer capacity is a problem, the development also has the ability to connect to the 8" sewer line that presently serves the property accessed by Arrowhead Drive. Added demand on the existing lines is estimated at 5-10% of capacity, thus not expected to be an issue. Please see attached Carson City Sewer Run Book Exhibit.

E. What kinds of road improvements are proposed or needed to accommodate your project? Have you spoken to Public Works or Regional Transportation road improvements?

The site is located about 1/2 mile from the signalized intersection of Deer Run Road and U.S. Highway 50 which in turn is approximately two (2) miles east of the Carson City Freeway, both of which have the ability to serve the proposed school facilities traffic needs consistent with the Transportation Master Plan.

The proposed school is adjacent to JohnD Winters Centennial Park which is currently served by Arrowhead Drive. The school will be served by school buses that will use existing major travel corridors that could support alternative transit systems in the future.

F. Indicate the source of the information that you are providing to support your conclusions and statements made in this packet (private engineer, Public Works, Regional Transportation, title report, or other sources).

This application package was prepared by Palmer Engineering Group, Ltd, in consultation with GL Szabo & Associates. The primary source of information is the experience and knowledge these firms possess regarding Carson City and its planning and development requirements. We have had numerous meetings with various Parks and Recreation Department staff to ensure the compatibility of the school with the present facilities at JohnD Winter Centennial Park.

Carson City's Planning Department was contacted regarding the zoning and unique parking requirements for the public charter schools. Carson City's Utility Department was contacted regarding the capacity of existing water and sewer lines to accommodate the project. Carson City's Engineering Department was consulted in regards to traffic and drainage facilities and requirements. We have met with Carson City's Fire Department to ensure adequate access for fire and emergency requirements.

We have met with and had conversations with Airport Authority staff and consultants to determine if there are any conflicts, associated with this site. We have concluded along with their input that this site does not lie within the designated safety area of the airport. In addition we have met jointly with Carson City Parks and Recreation Department and Eagle Valley Golf Course to identify concerns that may affect the site design.

G. If outdoor lighting is to be a part of the project, please indicate how it will be shielded from adjoining property and the type of lighting (wattage, height, placement) provided.

Exterior lighting will comply with Carson City's requirements for lighting that will be shielded and minimize infringement on neighboring properties. Although the specific lighting has not been chosen, a submittal will be made to the Planning Department for approval of the fixtures in the final design process.

H. Describe the proposed landscaping, including screening and arterial landscape areas (if required by the zoning code). Include a site plan with existing and proposed landscaping shown on the plan which complies with City ordinance requirements.

Landscaping for the project will be in compliance with city standards. Design will adhere to norms for school campuses with special consideration given to utilization of low water use plant material consistent with current trends toward the use of xeriscape / low water use landscaping when at all possible.

I. Provide a parking plan for your project. If you are requesting approval for off-site parking within 300 feet, provide site plans showing 1) parking on your site, 2) parking on the off-site parking lot and 3) how much of the off-site parking area is required for any business other than your own. Design and dimensions of parking stalls, landscaping islands and traffic aisles must be provided.

Carson City's Planning Department and Silver State High School administrators were consulted for the unique parking requirements for the students and staff for the proposed high school. It is not anticipated that off-site parking will be allowed, or required, for this project. Design of the parking plan is shown on the attached plans.

If there is any other information that would provide a clearer picture of your proposal that you would like to add for presentation to the Planning Commission, please be sure to include this information.

Silver State High School is seeking land that will provide for the development of a new school with space for future expansion, gymnasium / theater and provide adequate area for a multi-use sports field. The property that is currently under consideration for a Special Use Permit is recognized for its potential to meet that need, plus it is served by existing facilities. This proposed use for the land provides for a more efficient and desirable use of the land both for the applicant and for Carson City.

ACKNOWLEDGEMENT OF APPLICANT

I certify that the foregoing statements are true and correct to the best of my knowledge and belief. I agree to fully comply with all conditions as established by the Planning Commission. I am aware that this permit becomes null and void if the use is not initiated within one-year of the date of the Planning Commission's approval; and I understand that this permit may be revoked for violation of any of the conditions of approval. I further understand that approval of this application does not exempt me from all City code requirements.



Signature of Applicant

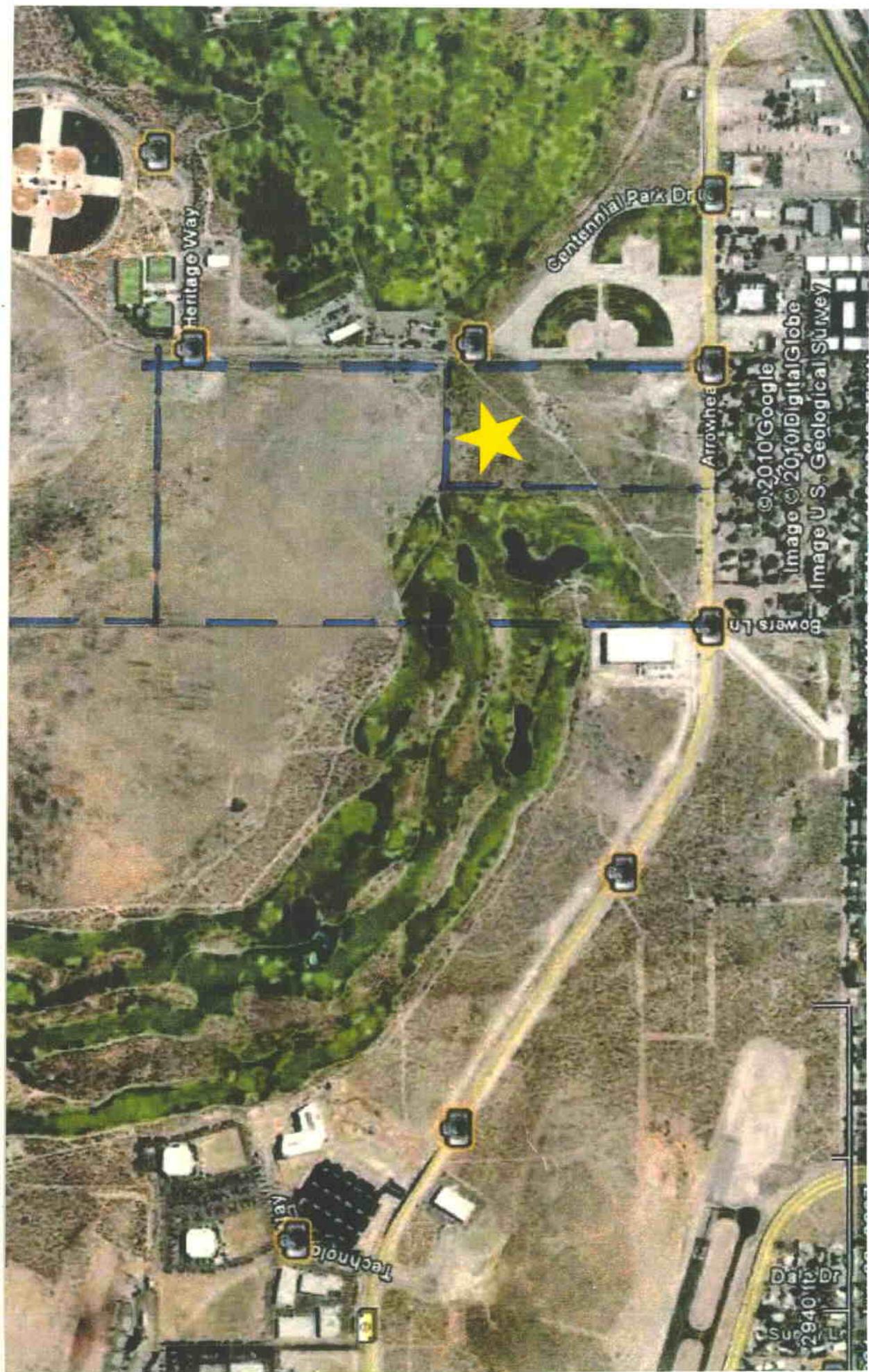


Date

LOCATION MAP

N.T.S.

SILVIER STATE SCHOOLS



5120 HERITAGE WY.
TENNIS COURTS

TENNIS COURTS

5101 HERITAGE WY.
GOLF COURSE MAINT. SHOP

EAST GOLF COURSE

卷之三

4333 CENTENNIAL PARK DR.
STORAGE BLDG.
4251 CENTENNIAL PARK DR.
GOLF COURSE

662

1320

BLM LEASE
N-7325
C.C.

15
395.78AC

391

GOLF COURSE
MAINT. SHOP
NO ADDRESS

3999 CENTENNIAL PARK DR.
PRO SHOP & LOUNGE

3990 CENTENNIAL PARK DR.
(METER) EAGLE VALLEY
WEST GOLF COURSE

5300 ARROWHEAD DR.
REGIONAL PARK

CENTENNIAL
PARK
3666 CENTENNIAL PARK
EFFLUENT TAP
660
ARROWHEAD

DRIVE
SHEER

WY. 50 E.
RE LIMITING
STATION
S.W. GAS

5820
PRES

4

5698 HWY. 50 E.
COMM. & TRAFFIC BOX

54

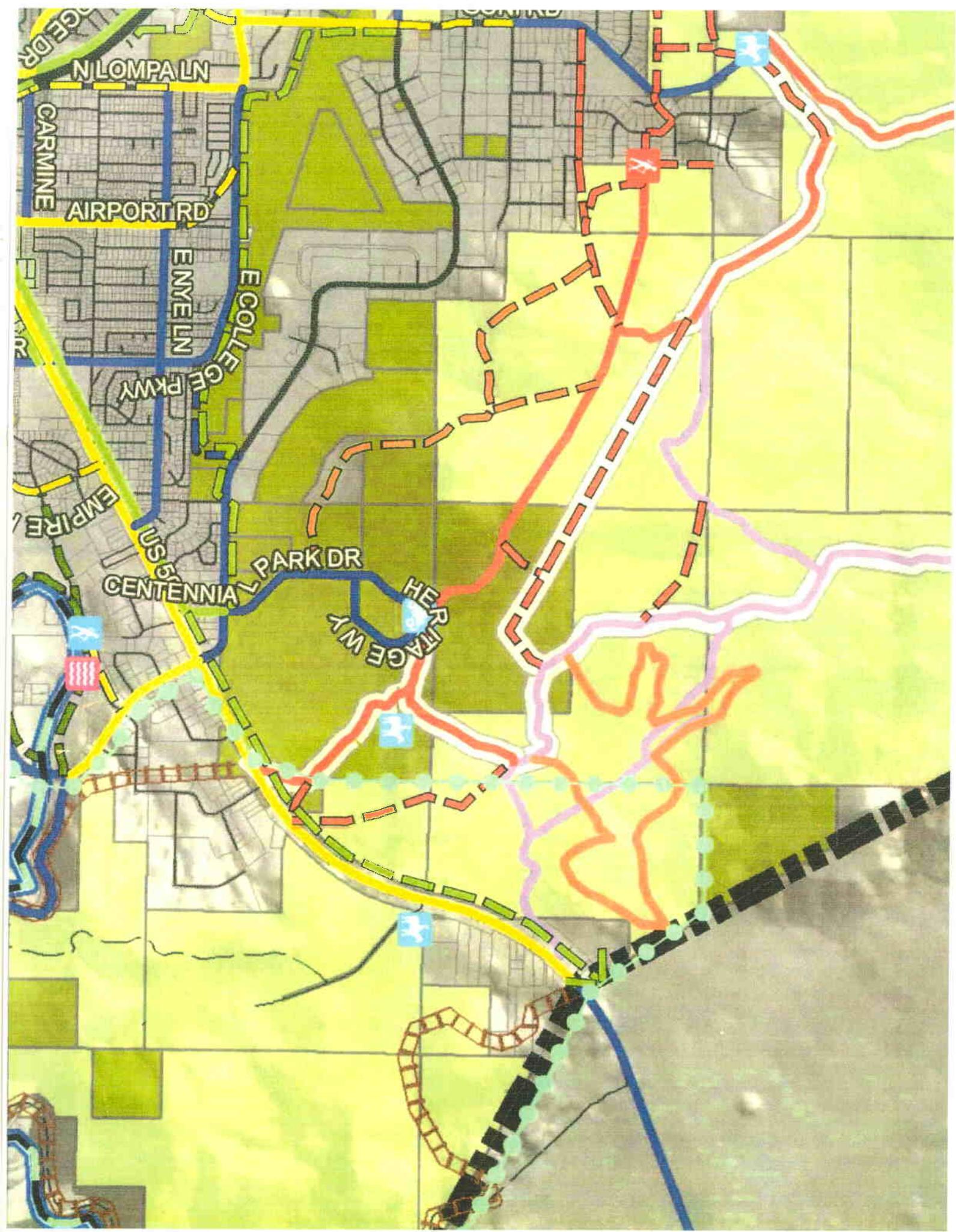
BK5
5

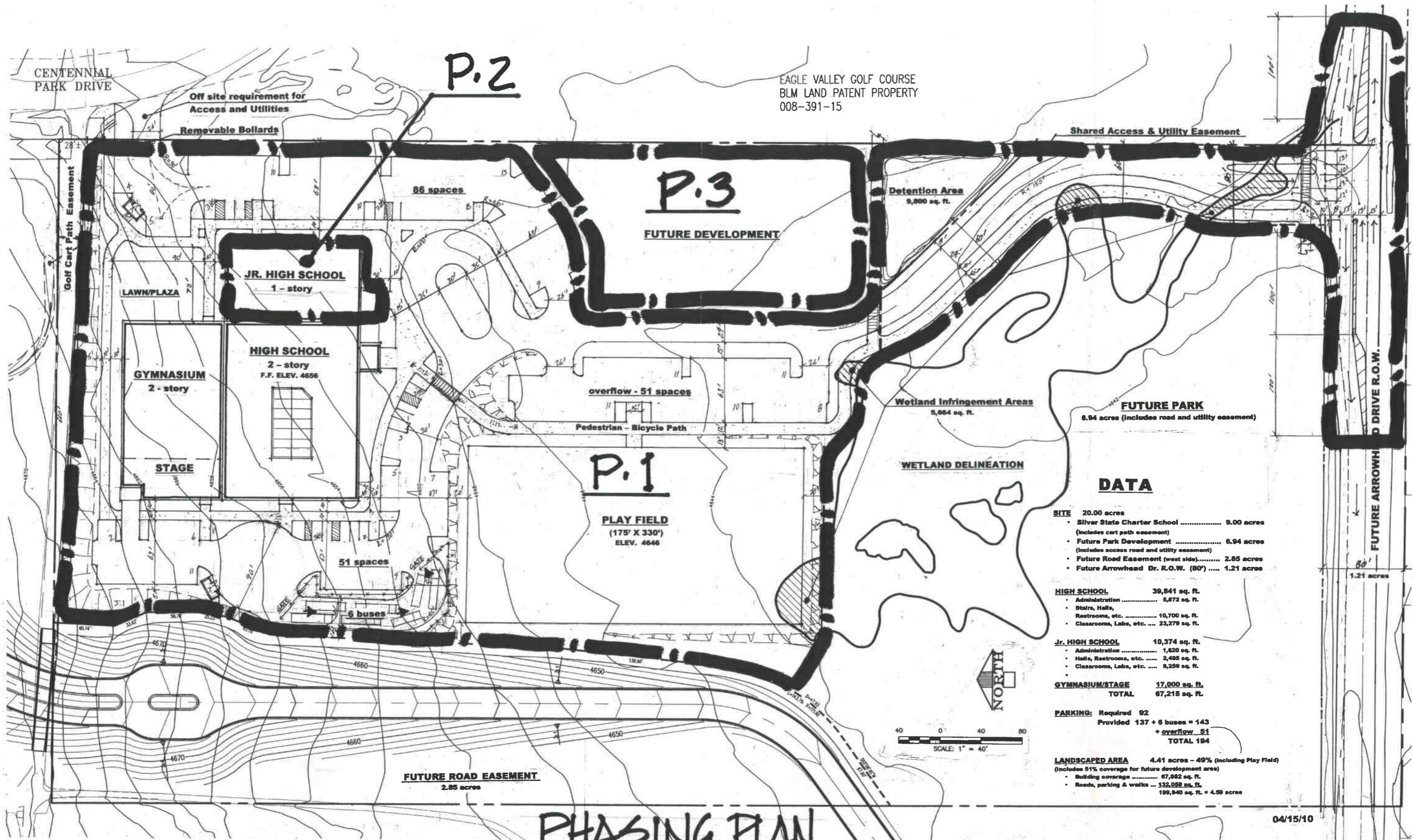
NOTE: SOME PARCELS DELINEATED HEREON MAY NOT BE PRESENTED IN TRUE SIZE, SHAPE, OR LOCATION DUE TO DISCREPANCIES BETWEEN LOT LINES.

CORRECTED PAGE 5

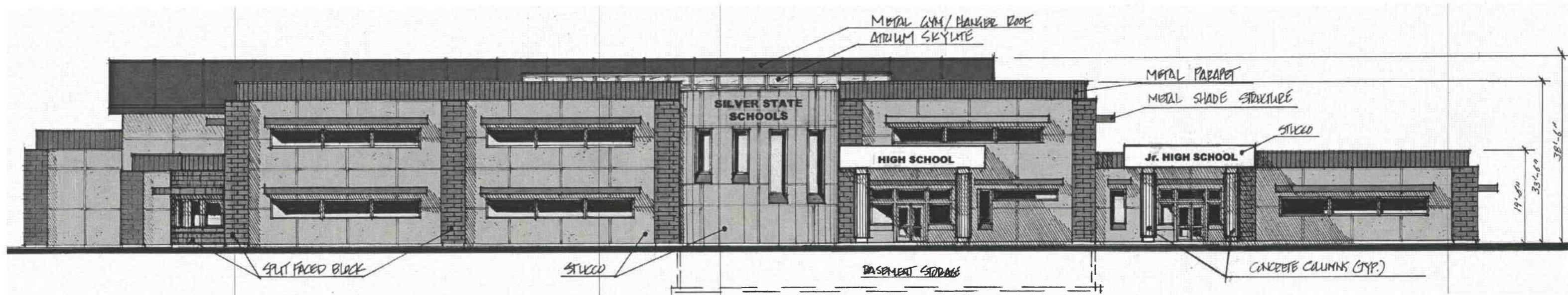
CARSON CITY, NEVADA

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CONCEPTUAL SITE PLAN - SILVER STATE CHARTER SCHOOLS



CONCEPTUAL EXTERIOR ELEVATION

SCALE 1/8"=1'-0"

11.18.2009

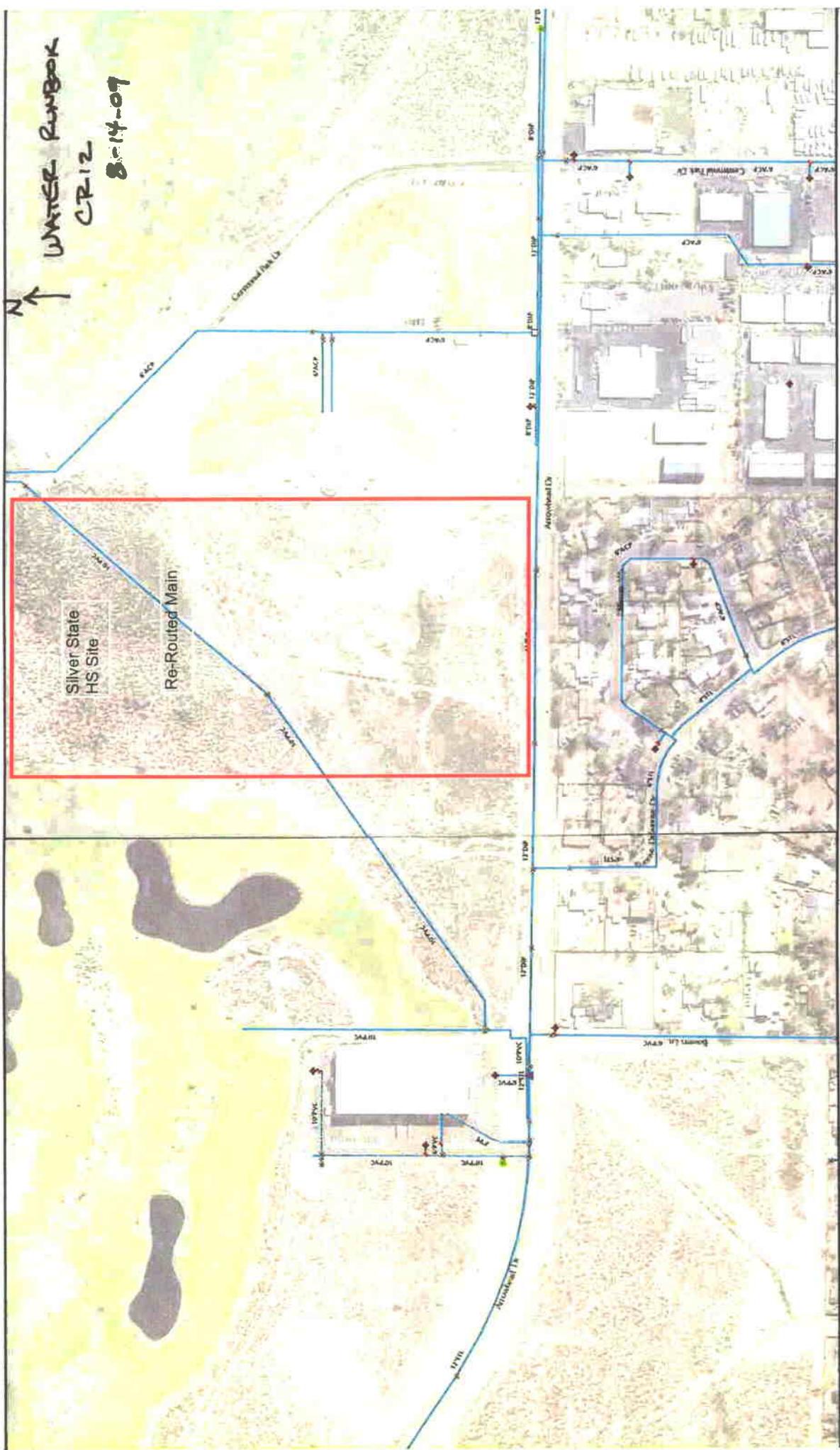
SILVER STATE SCHOOLS

Palmer Engineering Group, Ltd.

WATER PURIFIER
CTR-12
8-14-09

Silver State
HS Site

Re-Routed Main



Definitions of FEMA Flood Zone Designations

Flood zones are geographic areas that the FEMA has defined according to varying levels of flood risk. These zones are depicted on a community's Flood Insurance Rate Map (FIRM) or Flood Hazard Boundary Map. Each zone reflects the severity or type of flooding in the area.

Moderate to Low Risk Areas

In communities that participate in the NFIP, flood insurance is available to all property owners and renters in these zones:

ZONE	DESCRIPTION
B, C and X	Areas outside the 1-percent annual chance floodplain, areas of 1% annual chance sheet flow flooding where average depths are less than 1 foot, areas of 1% annual chance stream flooding where the contributing drainage area is less than 1 square mile, or areas protected from the 1% annual chance flood by levees. No Base Flood Elevations or depths are shown within this zone. Insurance purchase is not required in these zones.

High Risk Areas

In communities that participate in the NFIP, mandatory flood insurance purchase requirements apply to all of these zones:

ZONE	DESCRIPTION
A	Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.
AE A1-A30	Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. In most instances, base flood elevations derived from detailed analyses are shown at selected intervals within these zones.
AH	Areas with a 1% annual chance of shallow flooding, usually in the form of a pond, with an average depth ranging from 1 to 3 feet. These areas have a 26% chance of flooding over the life of a 30-year mortgage. Base flood elevations derived from detailed analyses are shown at selected intervals within these zones.
AO	River or stream flood hazard areas, and areas with a 1% or greater chance of shallow flooding each year, usually in the form of sheet flow, with an average depth ranging from 1 to 3 feet. These areas have a 26% chance of flooding over the life of a 30-year mortgage. Average flood depths derived from detailed analyses are shown within these zones.
AR	Areas with a temporarily increased flood risk due to the building or restoration of a flood control system (such as a levee or a dam). Mandatory flood insurance purchase requirements will apply, but rates will not exceed the rates for unnumbered A zones if the structure is built or restored in compliance with Zone AR floodplain management regulations.
A99	Areas with a 1% annual chance of flooding that will be protected by a Federal flood control system where construction has reached specified legal requirements. No depths or base flood elevations are shown within these zones.

Undetermined Risk Areas

ZONE	DESCRIPTION
D	Areas with possible but undetermined flood hazards. No flood hazard analysis has been conducted. Flood insurance rates are commensurate with the uncertainty of the flood risk.



6

WAT. SCALE : 500

IEEE

PANEL 0104E

FIRM 11,000 INSURANCE RATE MAP

CARSON CITY,
NEVADA
INDEPENDENT CITY

PANEL 104 OF 275
(SEE MAP INDEX FOR FIRM PANEL LAYOUT)
CONTAINS:
COMMUNITY
COMMUNITY
SANDUSKY CITY

Reference to this: The Main Number shown below should be used when placing orders, the Community Number shown above should be used for insurance applications by the customer.



Federal Emergency Management Agency

This is an official copy of a portion of the above referenced flood map. It was extracted using F-MAP On-Line. This map does not reflect changes or environmental which may have been made subsequent to the date on the title block. For the latest products information contact National Flood Insurance Program flood maps, check the FEMA Flood Map Store at www.fema.gov.

Mark B. Palmer, P.E.

From: Fitzgerald, Brian D [BDFitzgerald@pbsj.com]
Sent: Thursday, February 25, 2010 9:31 AM
To: mike@palmer-eng.com
Cc: Clague, Jim; cxp-mgr@att.net
Subject: RE: Silver State Charter School - Centennial Park

Mike,

I have conducted a preliminary review of the proposed site for the Silver State Charter School. The proposed location is approximately 3,320 feet east-northeast of the Runway 27 end and 20 feet lower in elevation. The site is approximately 1,700 feet north of the runway centerline and is well outside of any runway safety areas. I have concluded that there is no apparent obstruction to the airspace at the Carson City Airport. However, final determination does come from the FAA and can be accomplished at the following web site:
<https://oeaaa.faa.gov/oeaaa/external/portal.jsp> Follow the instructions for a new user and for off airport construction.

If you have any additional questions, please feel free to contact me.

Brian Fitzgerald, E.I.

Engineer I | PBS&J
Office: 775-828-1622 x841

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From: Clague, Jim
Sent: Thursday, February 25, 2010 7:03 AM
To: Fitzgerald, Brian D
Subject: FW: Silver State Charter School - Centennial Park

Check this location for Part 77 obstructions. Also check to see how it fits with approach and departure procedures.

Jim Clague, P.E.
Group Manager
PBS&J
555 Double Eagle Court, Suite 2000
Reno, NV 89521
775-828-1622 (Telephone)
775-828-1826 (Fax)
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jclague@pbsj.com
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From: Mike Stephenson, P.E. [mailto:mike@palmer-eng.com]
Sent: Wednesday, February 24, 2010 4:16 PM
To: Clague, Jim

Cc: Mark Palmer
Subject: Silver State Charter School - Centennial Park

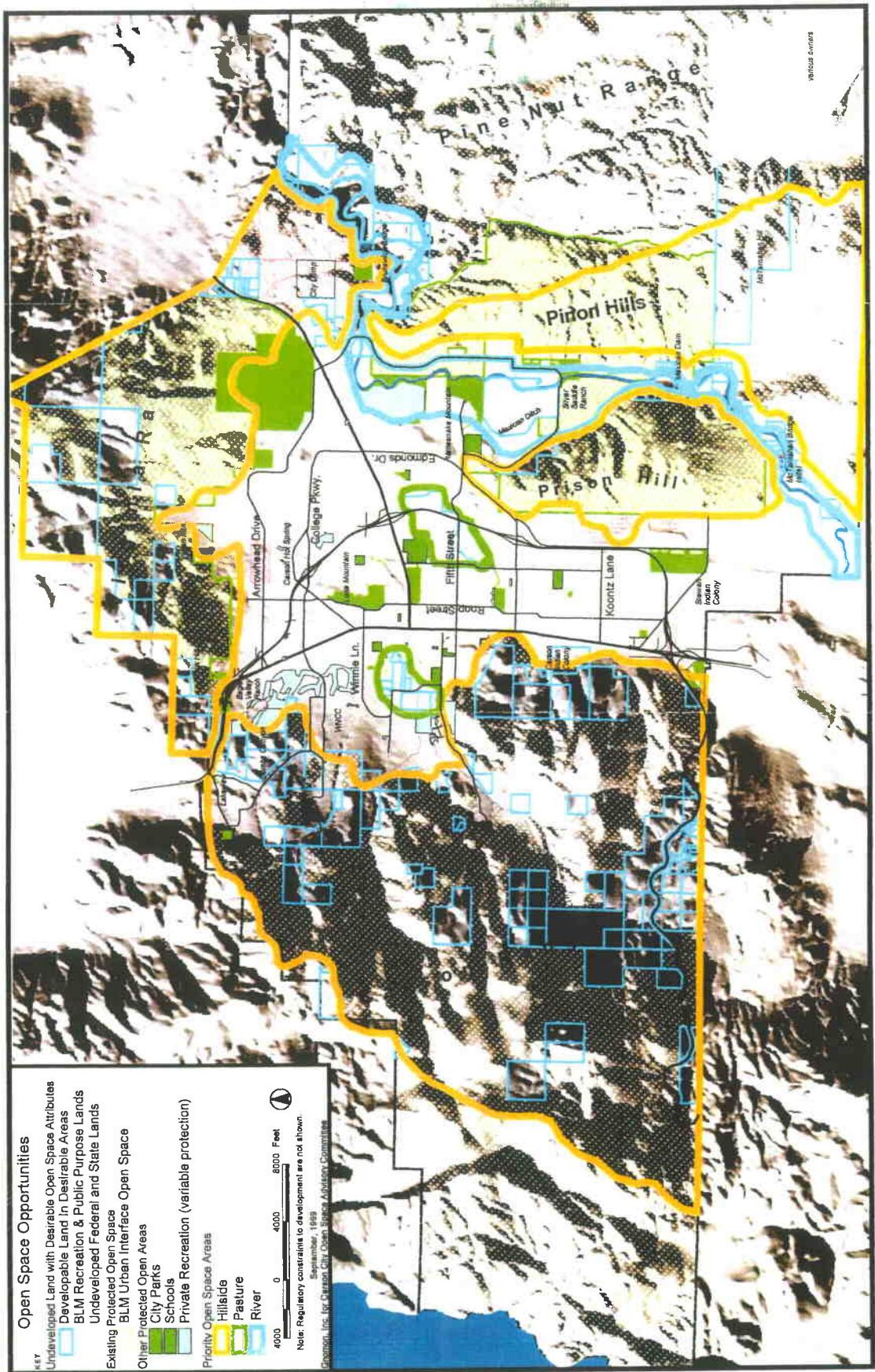
Jim,

Per our phone conversation today, you'll find attached the latest proposed site for the charter school - north of Arrowhead Drive next to Centennial Park. The star shows the approximate building location. Also note the east end of the airport runway shown on the map. The building appears to be well outside the aircraft glide path.

Please let us know of any concerns, issues or other considerations the airport may have with this location. In my absence, please ask for Mark Palmer.

Best regards,

Mike Stephenson, PE
Project Manager
Palmer Engineering Group, Ltd.
611 N. Nevada Street
Carson City, NV 89703
775-884-0479 (FAX 884-4226)





EL E V A T I O N C O N C E R T . O L D H O T S P R I N G S R O A D
S I L V E R S T A T E S C H O O L S

Seine Ruhbar

4-16-09

Silver State
HS Site

