

STAFF REPORT FOR PLANNING COMMISSION MEETING MARCH 28, 2012

FILE NO: SUP-12-012 & VAR-12-013

AGENDA ITEMS: H-3 A and H-3 B

STAFF AUTHOR: Jennifer Pruitt, Principal Planner

REQUEST: Approval of a Special Use Permit to allow a 3,000 square foot addition to improve site security and efficiency of the Seeliger Elementary School campus and a parking variance related to the proposed school addition.

1. A **Special Use Permit** to allow a 3,000 square foot addition to entrance of the school to improve site security and efficiency of the Seeliger Elementary School campus and
2. A **Variance** to reduce the number of required parking spaces from 266 to 103, which includes the construction of two additional parking spaces with the proposed 3,000 square foot addition.

APPLICANT / OWNER: Carson City School District

LOCATION: 2800 S. Saliman Road

APN: 009-436-08

SPECIAL USE PERMIT RECOMMENDED MOTION: “I move to approve SUP-12-012, a Special Use Permit application from the Carson City School District, to allow a 3,000 square foot addition to improve site security/efficiency and a Variance to reduce the number of required parking spaces as requested by the applicant, on property zoned Public, located at 2800 Saliman Road, Assessor’s Parcel Number 009-436-08, based on seven findings and subject to the recommended conditions of approval contained in the staff report.”

VARIANCE RECOMMENDED MOTION: “I move to approve VAR-12-013, a Variance application from the Carson City School District, to reduce the number of required parking spaces as requested by the applicant, on property zoned Public, located at 2800 Saliman Road, Assessor’s Parcel Number 009-436-08, based on three findings and subject to the recommended conditions of approval contained in the staff report.”



The following shall be completed prior to commencement of the use:

1. The applicant must sign and return the Notice of Decision / conditions of 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.
2. The applicant shall meet all the conditions of approval and commence the use (obtain and maintain a valid building permit) for which this permit is granted within twelve months of the date of final approval. A single, one-year extension of time may be granted if requested in writing to the Planning and Community Development Division thirty days prior to the one-year expiration date. Should this permit not be initiated within one year and no extension granted, the permit shall become null and void.

Conditions required to be incorporated into the proposed development plan.

3. All development shall be substantially in accordance with the development plans approved with this application, except as otherwise modified by the conditions of approval herein.
4. All improvements shall conform to City standards and requirements.

The following shall be submitted or included as part of a building permit application:

5. This project 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.
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. Provide a Geotechnical Report for the proposed construction. The Geotechnical Report for the proposed location shall include a complete assessment of the potential consequences of any liquefaction and soil strength loss, including estimation of differential settlement, lateral movement or reduction in foundation soil-bearing capacity, and shall address mitigation measures.
8. The applicant shall submit a copy of the Notice of Decision / conditions of approval, signed by the applicant and owner.
9. Exterior building colors should blend with existing and 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.
10. 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).
11. Roof-top equipment on new portion of the building shall be screened pursuant to Carson City Development Standards Division 1.1.7.
12. Hours of construction will be limited to 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. to 5:00 p.m. Saturday and Sunday, unless modified by the Planning Director for special construction needs.
13. Dust control measures are required to mitigate dust at all hours within the construction limits.
14. An Asbestos Assessment is required if the expansion project disturbs greater than 160 sq. surface feet of material. Depending on results of asbestos assessment an EPA 10 Day notification may also be required.

15. Submit City Acknowledgment of Asbestos Assessment form with building permit submittal.
16. The applicant shall submit a landscape plan for any areas of new landscaping in compliance with Carson City Development Standards Division 3 (Landscaping).

LEGAL REQUIREMENTS: CCMC 18.02.050 (Review); 18.02.080 (Special Use Permits) and 18.04.170 (Public)

MASTER PLAN DESIGNATION: Public /Quasi Public

ZONING DISTRICT: Public (P)

KEY ISSUES: Would the proposed a 3,000 square foot addition to improve site security and efficiency cause material damage to surrounding properties?

SURROUNDING ZONING AND LAND USE INFORMATION

NORTH: Single Family 6,000- Residential
SOUTH: Single Family 6,000- Residential
EAST: Single Family 6,000- Saliman Road/Residential
WEST: Single Family 6,000- Residential

SITE HISTORY

- On January 06, 2011, the Board of Supervisors denied the SUP appeal MISC-10-109 and upheld the Planning Commission approval of SUP-10-089, to allow the proposed photovoltaic (PV) array.
- On December 07, 2010, the Planning Commission approval SUP-10-089 was appealed by an adjacent property owner.
- On December 01, 2010, the Planning Commission reviewed and approved SUP-10-089, a request from the School District to install a 30,000 sf PV array on site.
- On November 10, 2010, the applicant conducted a neighborhood meeting with property owners surrounding the proposed site development and solicited comments and suggestions.
- On June 30, 2004, the Planning Commission approved a Special Use Permit (SUP-04-097) for two shade structures on site; staff recommended approval.
- On May 13, 1999, the Planning Commission approved the installation of a pylon sign of 38.25 square feet, overall height of 13 feet on site; staff recommended approval.
- On October 20, 1987, the Board of Supervisors approved a Special Use Permit (U-87/88-51) for additional classrooms on this site; Regional Planning Commission and staff had recommended approval.

ENVIRONMENTAL INFORMATION

- FLOOD ZONE: Zone XS
- SLOPE/DRAINAGE: The project is is currently unimproved.
- SOILS: 61- Surprise Gravelly Sandy Loam
- SEISMIC ZONE: Zone II

SITE DEVELOPMENT INFORMATION

1. PARCEL AREA: 20 Acres
2. PROJECT SITE AREA: Approximately 3,000 square feet
3. PROJECT HEIGHT: Approximately one story in overall height
4. EXISTING LAND USE: Elementary Educational Facility
5. EXISTING STRUCTURE: 65,219 Square feet
6. REQUIRED SETBACKS: Set according to the approval of a Special Use Permit
7. PROVIDED SETBACKS:

Northern:	143.7 feet
Western:	591.6 feet
Southern	121.8 feet
Eastern:	262.6 feet
8. PARKING EXISITING: 101 parking spaces
9. VARIANCES REQUESTED: Parking variance. As part of the proposed building expansion, the on-site parking has been evaluated by Resource Concepts Inc.
 - Required: 266
 - Proposed: 103 (101 existing, two additional parking spaces)

DISCUSSION:

A Special Use Permit and a Variance are required for the following reason:

- According to CCMC Section 18.04.170, Public zoning 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 for all development.
- According to CCMC 18.16 (Development Standards), Division 2 (Parking and Loading), a middle school is required to have 1.5 on-site parking spaces for each employee or faculty member plus one parking space for every 20 square feet of seating area in auditorium or assembly areas. The Seeliger Elementary School would be required to provide 266 spaces based upon this requirement, but only 101 spaces are currently provided on site and two additional parking spaces are proposed as part of the site modifications.

Seeliger Elementary School was built over 30 years ago. As noted by the applicant, this project is a part of the voter-approved 2010 Bond. The proposed project includes a 3,000 square foot addition to the school. The purpose of the addition is to improve site security by requiring all visitors to check in at the front office before being allowed to enter the remainder of the school; basically, adding a controlled-secured entrance for the school. Also included as part of the project are on-site traffic circulation and exterior walkway improvements. The primary focus of the proposed project is to make the school site more efficient and secure for the students and staff.

The proposed project will not result in an increase of the student body or staff nor additional demand on water, sewer, drainage, traffic or parking. The project is anticipated to begin construction over the summer break of 2012, if approved by the Planning Commission.

The Planning Division is aware that Seeliger Elementary School has been in use for over 30 years. As a result of the proposed expansion, it has been determined that the parking on site should be evaluated and if the parking requirement is not met, a Variance is needed to address the current parking on site. This has been a common practice of the Planning Division with all of the recent school expansions, which includes Bordewich Bray Elementary School, Carson Middle School, Eagle Valley Middle School and Empire Elementary School. As noted above, the proposed expansion will not result in an increase of staff or student population. With the expansion and site improvements resulting in a more functional and safer school site, staff is in support of the Variance request. The Planning Division has determined that the probability of the parking needs of the school increasing as a result of the expansion is not likely.

Staff recognizes that the existing parking does not fully accommodate certain special events held at the school. However, these types of events only occur a few times per year and the school has accommodated them for more than 30 years.

In reviewing the information provided by the applicant and the required findings as identified below, the findings to grant approval of the Special Use Permit application and the Variance application can be made. Therefore, it is recommended that the Planning Commission approve this Special Use Permit application, SUP-12-012 and Variance application VAR-12-013.

PUBLIC COMMENTS: Public notices were mailed on March 09, 2012. Notices were sent to 178 adjacent property owners within 300 feet of the subject site pursuant to the provisions of NRS and CCMC, no comments have been received. Any comments that are received after this report is complete 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: The following comments were received from various city departments. Recommendations have been incorporated into the recommended conditions of approval, where applicable.

Building Division comments:

NOTE: These comments do not constitute a complete plan review, but are merely observations based on the information provided.

GENERAL PLAN SUBMITTAL COMMENTS:

1. This project 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.org/building
3. Provide a **Geotechnical Report** for the proposed construction. The Geotechnical Report for the proposed location shall include a complete assessment of the potential consequences of any liquefaction and soil strength loss, including estimation of differential settlement, lateral movement or reduction in foundation soil-bearing capacity, and shall address mitigation measures. ('06 IBC 1802.2 & 1802.2.7 #2)

Engineering Division comments:

- Development Engineering has no preference or objection to the variance request, and no recommended conditions of approval.

Fire Department comments:

- The applicant must meet all codes and ordinances as they relate to this request.

Health Department comments:

- 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.

Environmental Health comments:

1. The ECA has no requirements related to the Variance request.
2. Regarding the Special Use Permit request, after initial plan review the Carson City Environmental Control Authority (ECA), a Division of Carson City Public Works Department (CCPW), has the following requirements per the Carson City Municipal Code (CCMC) and the Uniform Plumbing Code (UPC) for the SUP 12 - 012 Seeliger Elementary School project:

The following will be required if expansion project disturbs greater than 160 sq. surface feet of material.

1. Asbestos Assessment. Depending on results of asbestos assessment an EPA 10 Day notification may also be required.
2. Submit City Acknowledgment of Asbestos Assessment form.

SPECIAL USE PERMIT FINDINGS: Staff recommends approval of the Special Use Permit based the findings below, pursuant to CCMC 18.02.080 (Special Use Permits), subject to the recommended conditions of approval, and further substantiated by the applicant's written justification.

As herein described, the proposed project is consistent with the following applicable goals and policies (in italics) of the Master Plan in accordance with the seven findings (in bold) required for approval of a Special Use Permit:

1. **The use will be consistent with the objectives of the Master Plan elements.**

Chapter 3: A Balanced Land Use Pattern

Establishing a balance of land uses within the community promotes vitality and long-term economic stability. A balanced community is able to provide employment opportunities for its residents as well as a diverse choice of housing, recreational opportunities, and retail services. Carson City strives to maintain its strong employment base and extensive network of public lands while increasing housing options and the availability of retail services to serve residents of the City and surrounding growth areas.

1. *This project involves a building addition to the Seeliger Elementary School on the eastern elevation of the school. As previously noted, the proposed project will not increase the student body or staffing levels. This project will not have any adverse impacts to traffic, drainage, school capacity or other identified issues associated with managed growth within Carson City. As such, this project meets the provisions of the Growth Management Ordinance (1.1d, Municipal Code 18.12).*
2. *The purpose of this project is to secure the main entrance to the school and improve the on-site circulation pattern. Materials used in the construction will be sustainable building materials and construction techniques to promote water and energy conservation (1.1e, f).*
3. *The proposed project is being constructed on an existing school site. The project does not generate any redevelopment or infill. As such, this project complies with the intent of the priority infill development area goals. (1.2a).*
4. *The existing school site has been an operating school for over 30 years. The school is located within an established residential community. As such, there are no direct connections to open space lands. However, this project will also not impede any pathway connections or easements that access public lands (1.4a).*
5. *This project is not at the urban interface and will not impact existing site features, to include mature trees and character-defining features. All work associated with this project will occur within the existing school property (1.4c).*

6. This project is on an existing school site, within the boundaries of Carson City and not adjacent to other city or county boundaries. As noted by the applicant, coordination with such agencies is not necessary or applicable. (1.5a,b)

7. In accordance with the CCMC and the Special Use Permit, this project will not result in any setback conflicts and does not encroach into any sensitive areas. The area for the proposed addition is currently improved with a hard surface. (3.1b)

Chapter 4: Equitable Distribution of Recreational Opportunities

Carson City residents are fortunate to have access to an extensive network of open lands both within and surrounding the community, as well as a range of more formal community and neighborhood parks and sports facilities. The City has developed an extensive park system (765 acres) and, with many partners, offers an extensive array of recreational programs. In addition, the City provides many recreation facilities (baseball/softball fields, soccer/football fields, tennis courts, playgrounds, picnic pavilions, etc.), as well as a community theater, aquatic facility with a 50 meter pool, a fairgrounds, and a number of natural parks and recreational pathways. In 1996 Carson City residents approved Ballot Question 18 – The Quality of Life Initiative, creating a supplemental sales tax revenue source (1/4 of a cent) for parks, open space, pathways and associated maintenance. This source has allowed development of many new facilities.

- *Seeliger Elementary School site is not only used by the School District, but is also used by the community. This project will not impact the community's use of its facilities. As such, Seeliger Elementary School will continue to provide facilities for community use (4.1b).*

Chapter 5: Economic Vitality

Carson City derives its overall health and economic success from its ability to maintain a strong and diverse base of jobs, to provide a supply of varied housing choices for its employees, to provide a range of services and recreational opportunities for residents and visitors, and to generate tourism through the promotion of its unique characteristics and historic amenities. Furthermore, the City recognizes the revitalization of the Downtown as an important component of the community's long-term health and vitality. The Master Plan promotes the continued enhancement of the Downtown and surrounding residential neighborhoods as the focus of the community.

- 1. Being an existing elementary school, the site serves the children residing in the surrounding community and does not distinguish between housing types or labor force populations (5.1j).*
- 2. The existing school site employs faculty and staff to support the education of its student population. This work force and the community the school serves indirectly encourages the development of regional retail centers. Given the school's long-standing existence in the community, there are no new retail centers expected. (5.2a).*
- 3. Seeliger Elementary School has been a part of Carson City for over 30 years. This project involves the construction of a 3,000 square foot addition. The goal is to better*

*secure the campus and provide the students a safe, educational environment.
(5.4a).*

Chapter 6: Livable Neighborhoods and Activity Center

Carson City strives to be a city known for its safe, attractive and diverse neighborhoods, compact mixed-use activity centers, and its vibrant, pedestrian-friendly Downtown. Access to parks, pathways, open space, and recreational facilities will be emphasized and the incorporation of thoughtful design and site planning techniques will be encouraged in all development. New commercial development will be focused in pedestrian-friendly, mixed-use activity centers located along major thoroughfares where they will be readily accessible to surrounding neighborhoods and may ultimately be served by transit. New higher-density housing will be encouraged as part of the overall land use mix along the City's major gateway corridors and within the Downtown area to provide a more diverse selection of housing types and price ranges for residents within walking distance of the City's primary job and activity center.

- 1. This project involves the construction of a 3,000 square foot additional to the existing school building. As such, this project will use durable, long-lasting building materials. (6.1 a).*
- 2. The new addition will be similar in appearance to the existing school building. The architect has incorporated architectural features that attempt to create visual interest through style and color, which is consistent with the CCMC. The interior of the building will incorporate space saving features, while maximizing usefulness.(6.1b).*
- 3. The new addition will provide variety and visual interest to the existing structure. The school will have a new entrance that is secure and will tie into new walkways that comply with Safe Routes to School and City adopted codes. The landscaping on site will be enhanced with the compliance of the CCMC Development Standards. (6.1c)*

Chapter 7: A Connected City

A connected city allows residents to travel within the community, and to other centers within the region, in a variety of ways using a safe, efficient, multi-modal transportation system. Carson City will 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. Additionally, the City will seek opportunities to expand existing transit services as feasible to increase travel choices for the community and to support a more compact pattern of growth.

- 1. Transit development patterns are not applicable. However, this project will address pedestrian and vehicular traffic patterns to ensure pedestrian and student safety. The existing pedestrian access routes of the school will not be adversely impacted. (11.2b).*
- 2. Roadways exist throughout this area, and there is no reasonable ability to enhance roadway connections and/or networks. On-site transportation systems are currently in place and meet the needs of the site and the community. This project will address on-site traffic flow with the goal of generating, safer and segregated traffic patterns. (11 .2c).*

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

During construction dust must be controlled and staff has recommended a condition of approval to this effect. Once complete, the proposed use should not create any objectionable noise, vibrations, odors, dust, glare or physical activity any more than the current use of the property does. Staff has included a condition of approval related to recommended dust control measures.

There will be no change of the school use on site as a result of the proposed addition.

It is not anticipated that the proposed addition will be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood.

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

The site is served by an adequate existing street network. Pedestrian movement would not be affected negatively.

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 proposed project will have no impact on the existing public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage and other public improvements.

5. **The project meets the definition and specific standards set forth elsewhere in this Title 18 for such particular use and meets the purpose statement of that district.**

The purpose of the P District is to achieve the following:

1. To accommodate the wide range of public institutional and auxiliary uses which are established in response to the health, safety, cultural and welfare needs of the citizens of the City.
2. To organize the assemblage of specific, nonprofit and profit public facilities into efficient functionally compatible, and attractively planned administrative centers in conformance with the master plan;
3. To establish site plan approval for many uses thereby ensuring compatibility with adjacent more restrictive districts.

Public uses, such as schools, are a primary purpose of the Public district – including split-zoned parcels. A school (and its accessories) is a conditional use in the Public zoning district. Upon approval of the Special Use Permit with the recommended

conditions of approval, the proposed addition will be in conformance with the requirements of the Carson City Municipal Code and related Development Standards.

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

In addition to the issues addressed in this Special Use Permit, the proposed project will require a building permit, related reviews and inspections and will therefore not be detrimental to the public health, safety, convenience and welfare.

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

At this time there is no change proposed for the use of the subject site. The site will continue to be used as a primary educational facility.

VARIANCE FINDINGS: Staff's recommendation of approval of the Variance is based upon the findings as required by CCMC Section 18.02.085 (Variances) enumerated below and further substantiated in the applicant's written justification.

1. That because of special circumstances applicable to the subject property, including shape, size, topography or location of surroundings, the strict application of the zoning ordinance would deprive the subject property of privileges enjoyed by other properties in the vicinity or under identical zone classification.

The school has operated on the subject property for over 30 years and was established prior to current parking requirements. The site is not adequate to accommodate the required number of parking spaces per the Carson City Municipal Code (266 spaces), and the School District has demonstrated that the school can function with the existing parking (101 spaces) without significantly impacting adjacent roadways and neighborhoods.

To comply with the current City parking standards, would exhaust the funds available through the Bond. In addition this would substantially increase the amount of run-off during a storm event, which would have a noticeable impact on school and City storm drain systems.

The Planning Division staff has conducted multiple site visits over the past few weeks and has noted that the existing parking lots were never full during the site visits, which were random in nature. Per the information provided by the applicant, the only times that the parking lots are full, is during special events, and at that time the school has the ability to use the paved playground area for overflow parking.

2. That the granting of the application is necessary for the preservation and enjoyment of substantial property rights of the applicant.

The strict application of the code would deprive the School District of the ability to improve the school facilities to modern standards in a similar manner as has been done to other school facilities elsewhere in the community. As noted previously in this staff report, the proposed project will not increase the student body or staffing levels at the

school. Granting the Variance allows the School district to continue the use of the property as a school as it has been used for over 30 years.

3. **That the granting of the application will not, under the circumstances of the particular case, adversely affect to a material degree the health or safety of persons residing or working in the neighborhood of the subject property and will not be materially detrimental to the public welfare or materially injurious to property or improvements in the neighborhood of the subject property.**

The proposed construction will improve conditions related to the use, peaceful enjoyment and economic value of surrounding properties and as noted in finding two above, the parking lot is generally not full during normal daily operations. This project includes adding two additional parking spaces for a total of 103 parking spaces on site. The granting of the application will not, under the circumstances of this particular case, adversely affect to a material degree the health or safety of persons residing or working in the neighborhood of the subject property and will not be materially detrimental to the public welfare or materially injurious to property or improvements in the neighborhood of the subject property. Special events may occasionally occur that exceed parking availability on site. However, these types of events only occur occasionally and the school has accommodated such events for more than 30 years.

Respectfully submitted,

PUBLIC WORKS, PLANNING DIVISION

Jennifer Pruitt

Jennifer Pruitt, AICP, LEED AP
Principal Planner

Attachments:

- Application (SUP-12-012)
- Application (VAR-12-013)
- Building Division comments
- Engineering Division comments
- Health Department comments
- Environmental Health comments
- Fire Department

RECEIVED

MAR 12 2012

CARSON CITY
PLANNING DIVISION

February 21, 2012

Major Project Review Committee

Re: # SUP 12 - 012

Dear Kathe,

After initial plan review the Carson City Environmental Control Authority (ECA), a Division of Carson City Public Works Department (CCPW), has the following requirements per the Carson City Municipal Code (CCMC) and the Uniform Plumbing Code (UPC) for the SUP 12 - 012 Seeliger Elementary School project:

1. The following will be required if expansion project disturbs greater than 160 sq. surface feet of material.
 - a. Asbestos Assessment.
 - b. Submit City Acknowledgment of Asbestos Assessment form.
 - c. Depending on results of asbestos assessment an EPA 10 Day notification might also be required.

Please notify Mark Irwin if you have any questions regarding these comments, I can be reached at 775-283-7380.

Sincerely;

Mark Irwin
Environmental Control Officer 3

c: Kelly Hale, Environmental Control Supervisor
Ken Arnold, Public Works Environmental Manager



February 27, 2012

Major Project Review Committee

Re: # SUP 12 - 013

Dear Kathe,

After initial plan review the Carson City Environmental Control Authority (ECA), a Division of Carson City Public Works Department (CCPW), has the following requirements per the Carson City Municipal Code (CCMC) and the Uniform Plumbing Code (UPC) for the SUP 12 – 013 @2800 S. Saliman Rd. (Seeliger Elementary - School) project:

- a. The ECA has no requirements.

Please notify Mark Irwin if you have any questions regarding these comments, I can be reached at 775-283-7380.

Sincerely;

Mark Irwin
Environmental Control Officer 3

c: Kelly Hale, Environmental Control Supervisor
Ken Arnold, Public Works Environmental Manager

Carson City Development Engineering
Planning Commission Report
File Number VAR-12-013

TO: Planning Commission

FROM: Rory Hogen, E.I.

DATE: February 27, 2012

MEETING DATE: March 28, 2012

SUBJECT TITLE:

Action to consider a Variance application from Keith Shaffer on behalf of owner Carson City School District to add a 3,000 square foot building and make changes in the parking lot, but continue to operate without the required number of parking spaces at Seeliger Elementary School at 2800 S. Saliman Rd., apn 09-436-08.

RECOMMENDATION:

Development Engineering has no preference or objection to the variance request, and no recommended conditions of approval.

DISCUSSION:

Development Engineering has reviewed the request within our areas of purview relative to adopted standards and practices and to the provisions of CCMC 18.02.085, Variances:

CCMC 18.02.085 (2a) - Adequate Plans

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

CCMC 18.02.085 (5c) - Adverse Affects to the Public

The Engineering Division finds that the granting of the application will not, under the circumstances of the particular case, adversely affect to a material degree the health or safety of persons residing or working in the neighborhood of the subject property and will not be materially detrimental to public welfare or materially injurious to property or improvements in the neighborhood of the subject if the conditions of approval are met.

From: Stacey Giomi
To: Pruitt, Jennifer
Date: 3/6/2012 10:08 AM
Subject: Planning Commission Comments

SUP-12-010

SUP-12-012

VAR-12-013

No special concerns or comments. Will be required to comply with all applicable codes and ordinances.

File # (Ex: MPR #07-111)	<i>SUP-12-012, VAR-12-013</i>
Brief Description	<i>Seeliger Elementry School</i>
Project Address or APN	<i>009-436-08</i>
Bldg Div Plans Examiner	<i>Kevin Gattis</i>
Review Date	<i>March 28, 2012</i>
Total Spent on Review	

BUILDING DIVISION COMMENTS:

NOTE: *These comments do not constitute a complete plan review, but are merely observations based on the information provided.*

GENERAL PLAN SUBMITTAL COMMENTS:

1. This project 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.org/building
3. Provide a **Geotechnical Report** for the proposed construction. The Geotechnical Report for the proposed location shall include a complete assessment of the potential consequences of any liquefaction and soil strength loss, including estimation of differential settlement, lateral movement or reduction in foundation soil-bearing capacity, and shall address mitigation measures. ('06 IBC 1802.2 & 1802.2.7 #2)

RECEIVED

FEB 24 2012

CARSON CITY
PLANNING DIVISION

Carson City Planning Division
108 E. Proctor Street • Carson City NV 89701
Phone: (775) 887-2180 • E-mail: planning@carson.org

FOR OFFICE USE ONLY:

CCMC 18.02

FILE # SUP - 12 - ^{SUP} - 12 - 012

SPECIAL USE PERMIT

FEE: \$2,450.00 MAJOR
\$2,200.00 MINOR (Residential zoning districts)

+ noticing fee and CD containing application digital data (all to be submitted once the application is deemed complete by staff)

SUBMITTAL PACKET

- ☐ 8 Completed Application Packets (1 Original + 7 Copies) including:
 - ☐ Application Form
 - ☐ Written Project Description
 - ☐ Site Plan
 - ☐ Building Elevation Drawings and Floor Plans
 - ☐ Proposal Questionnaire With Both Questions and Answers Given
 - ☐ Applicant's Acknowledgment Statement
 - ☐ Documentation of Taxes Paid-to-Date (1 copy)
 - ☐ Project Impact Reports (Engineering) (4 copies)

Application Reviewed and Received By:

Submittal Deadline: See attached PC application submittal schedule.

Note: Submittals must be of sufficient clarity and detail such that all departments are able to determine if they can support the request. Additional information may be required.

CARSON CITY SCHOOL DISTRICT

PROPERTY OWNER

P.O. BOX 603, CARSON CITY, NEVADA 89702

MAILING ADDRESS, CITY, STATE, ZIP

(775) 283-2031

(775) 283-2090

PHONE #

FAX #

Name of Person to Whom All Correspondence Should Be Sent

JOE CACIOPPO, P.E.

APPLICANT/AGENT

340 N. MINNESOTA STREET, CARSON CITY, NV 89703

MAILING ADDRESS, CITY, STATE ZIP

(775) 883-1600

(775) 883-1656

PHONE #

FAX #

joe@rci-nv.com

E-MAIL ADDRESS

Project's Assessor Parcel Number(s):

009-436-08

Street Address

ZIP Code

SEELIGER ELEM. 2800 S. SALIMAN ROAD, CARSON CITY, NV 89701

Project's Master Plan Designation

PUBLIC

Project's Current Zoning

PUBLIC

Nearest Major Cross Street(s)

SONOMA STREET

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: _____, or Development Standards, Division _____, Section _____, a request to allow as a conditional use is as follows:

THIS PROJECT INVOLVES AN APPROX. 3,000 SF BUILDING ADDITION TO IMPROVE SITE SECURITY AND EFFICIENCY, AND SITE IMPROVEMENTS TO IMPROVE TRAFFIC CIRCULATION AND AGING HARDSCAPE.

PROPERTY OWNER'S AFFIDAVIT

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

Signature

Address

Date

1402 W. KING ST, CC

2/15/2012

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

STATE OF NEVADA
COUNTY

On February 15, 2012, Keith Shaffer, 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.

Notary Public

No. 09-10073-3

My Appt. Exp. May 12, 2013

R. CORTEZ

NOTARY PUBLIC

STATE OF NEVADA

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.

SPECIAL USE PERMIT APPLICATION
PROJECT DESCRIPTION
CARSON CITY SCHOOL DISTRICT
SEELIGER ELEMENTARY SCHOOL IMPROVEMENTS

This project is a part of the voter-approved 2010 Bond. This work involves the construction of an approximately 3,000 square foot permanent building addition to the existing Seeliger Elementary School main building. The addition is intended to improve site security by requiring visitors to check in at the front office before being allowed to enter the remainder of the building. Additional work includes improving on-site traffic circulation and exterior walkways, all in an effort to make the site more efficient and secure.

It is important to note that there is no anticipated increase to the student body or staff as a result of this project. This goal of this work is to better ensure the safety of our students and staff, and make the site more efficient.

Because there is no increase in the student body and staff, there is no additional demand on water, sanitary sewer, drainage or traffic. This project, to the extent reasonable, will work to be more energy efficient and to comply with Safe Routes to Schools recommendations. At the completion of this project, on-site traffic circulation will be improved, with added safety to students and pedestrians.

This project is anticipate to begin construction over the summer, when school is on break. While residual work may occur when school is back in session, such work will be isolated from the students by means of fencing and other measures to be decided by the School District and its consultants.

**SPECIAL USE PERMIT APPLICATION
PROJECT IMPACT REPORT STATEMENT
CARSON CITY SCHOOL DISTRICT
SEELIGER ELEMENTARY SCHOOL IMPROVEMENTS**

This project involves the construction of approximately 3,000 square feet of permanent building addition to the existing Seeliger Elementary School main building. The new addition is needed to improve site security for students and staff. Additional work will include improvements to on-site traffic circulation and exterior walkways. The goal of this project is to maximize student and staff safety, and maintain the school in a responsible manner.

It is important to note that this work does not increase the student body or School District personnel.

The following information discusses the impacts related to traffic, drainage, water and sewer:

TRAFFIC: Currently, there are approximately 598 students and 80 staff at Seeliger Elementary School. These numbers will not change as a result of this project. This project will have no impact to on-site or neighboring traffic. Because there is no population or traffic increase as a result of this project, no calculations or studies have been prepared. While on-site parking will be slightly modified, the total number of on-site parking spaces will not be reduced. In fact, two additional parking spaces are anticipated at the completion of construction. Because the total number of parking spaces is below that required by Carson City, the School District has coordinated with City Planning staff and is submitting a Parking Variance application with this submittal.

DRAINAGE: This proposed building addition is being placed over existing concrete surfaces, at the main entrance to the school. While additional paving is anticipated to improve on-site traffic circulation, it is anticipated to be well under the 10,000 square foot maximum increase

that generally requires a drainage study. Drainage generated from on-site sources will be collected and routed through the site in accordance with Carson City standards. Drainage details specific to this project will be submitted as part of the anticipated building permit submittal.

WATER: Currently, there are approximately 598 students and 80 staff at Seeliger Elementary School. These numbers will not change as a result of this project. The project will have no noticeable impact on the existing water demand. As such, no water calculations will be provided to the City.

Irrigation demands will not be impacted as a result of this project. As such, no water calculations will be provided to the City. In the event of an increase to irrigation demand, water calculations would then be submitted.

SEWER: Currently, there are approximately 598 students and 80 staff at Seeliger Elementary School. These numbers will not change as a result of this project. This project will have no noticeable impact on the existing sanitary sewer system.

**SPECIAL USE PERMIT APPLICATION QUESTIONNAIRE
CARSON CITY SCHOOL DISTRICT
SEELIGER ELEMENTARY SCHOOL – BOND 2010 IMPROVEMENTS**

Question 1. How will the proposed development further and be in keeping with, and not contrary to, the goals of the Master Plan Elements?

The following addresses the five themes of the Master Plan policies, contained within the Master Plan Policy Checklist supplied by Carson City as a part of the Special Use Permit application packet.

Chapter 3: A Balanced Land Use Pattern

1. This project involves a building addition to Seeliger Elementary School for the primary purpose of relocating the main office to improve the security of the school. Additional work will include some interior remodeling associated with the addition, as well as site work to improve on-site traffic circulation and repair aging walkways and pavements. No development or increase to student population is associated with this project and this project will not have any adverse impacts to traffic, drainage, school capacity or other identified issues associated with managed growth within Carson City. As such, this project meets the provisions of the Growth Management Ordinance (1.1d, Municipal Code 18.12).
2. The primary purpose of this project is to secure the main entrance to the school and improve on-site traffic circulation. As such, a 3,000 square-foot permanent building addition is planned for the existing Seeliger Elementary School main building. The addition will solve the existing problem of visitors being able to enter the school without first checking in at the front office. This new addition will be energy efficient to the

extent reasonable by using sustainable building materials and construction techniques that will promote water and energy conservation (1.1e, f).

3. The proposed permanent building addition and site improvements are being constructed on an existing elementary school site. The project does not generate any redevelopment or infill. As such, this project complies with the intent of the priority infill development area goals. (1.2a).
4. The existing school site has been an operating school for approximately thirty years. The school is located within an established residential community. The school will continue to serve the surrounding community. There are no direct connections to open space lands, other than the open space currently on the existing school site. This project will also not impede any pathway connections or easements that access public lands (1.4a).
5. This project is not at the urban interface and will not impact existing site features, to include mature trees and character-defining features. All work associated with this project will occur within the existing school property. (1.4c).
6. This project is on an existing school site, within the boundaries of the City of Carson, and is not adjacent to other city or county boundaries, or public lands. As such, coordination with regard to compatibility, access and amenities is not applicable to this project (1.5a,b).
7. The project site is within an existing school site, which is located in a single-family residential zoning district. As such, mixed-use criteria are not applicable to this project (2.1b, 2.2b, 2.3b, Land Use Districts, Appendix C).
8. The proposed building addition will create a secure entrance into the school's main building, and potentially eliminate the need for at least one of the existing portable

buildings located in the playground.. The new addition is approximately 250 feet away from the closest property line. Because this school site is zoned "Public," the Special Use Permit specifies the setback requirements. As such, this project meets adopted standards for transitions between non-residential and residential zoning districts (2.1d).

9. In accordance with Carson City requirements and the Special Use Permit, this project meets the required setback requirements and does not encroach on any identified sensitive areas. As such, there are no anticipated environmental impacts as a result of this project (3.1b).

10. The existing Seeliger Elementary School site is not within a primary floodplain or geological hazard area (3.3d, e).

11. This project involves the construction of an approximately 3,000 square foot building addition at the main entrance to the existing Seeliger Elementary School, as well as improvements to traffic circulation and exterior walkways. Existing site conditions allow adequate access to the proposed project, without disrupting school operations or neighboring parcels. The project is expected to make the site more energy efficient, and will maintain or improve the existing levels of service as described in the Land Use table descriptions.

12. The project site is an existing elementary school site. No off-site development is associated with this project and this project is not within an identified Specific Plan Area.

Chapter 4: Equitable Distribution of Recreational Opportunities

1. The Seeliger Elementary School site is not only used by the School District, but is also used by the community. This completed project will not impact the community's use of its facilities. As such, Seeliger Elementary School will continue to provide facilities for community use (4.1b).

2. Seeliger Elementary School is not located in a designated open space area or within the area of the Carson River. As such, this policy is not applicable (4.3a).

Chapter 5: Economic Vitality

1. Being an existing elementary school, the site serves the children residing in the surrounding community and does not distinguish between housing types or labor force populations (5.1j).
2. The existing school site employs faculty and staff to support the education of its student population. This work force and the community the school serves indirectly encourages the development of regional retail centers. Given the school's long-standing existence in the community, there are no new retail centers expected. The use of modern, energy efficient features in the building construction has some indirect, but slight potential ability to encourage an increase of suppliers to the area that might lead to retail centers seeing an increase in these types of businesses. (5.2a).
3. This project involves the construction of approximately 3,000 square feet of permanent building addition to the existing Seeliger Elementary School main building, which does not involve retail space. As such, encouraging reuse or redevelopment of underused retail spaces is not applicable (5.2b).
4. Seeliger Elementary School has been a part of Carson City for approximately thirty years, and is a part of Carson City's recent heritage. It is a neighborhood school that has a strong community base. This project involves the construction of approximately 3,000 square feet of permanent building addition to the existing Seeliger Elementary School main building, along with improvements to traffic circulation and exterior walkways. The goal is to better secure the campus and provide the students a safe, educational environment, while operating in an energy efficient manner. This type of school

enhancement, coupled with the energy efficient construction anticipated for use on this project demonstrates that we care about the community and its heritage, and allows our Capitol city to not only boast its commitment to our heritage, but also to our students and green energy solutions (5.4a).

5. This project will have no direct impact on revitalization of the downtown core (5.6a).
6. This project does not incorporate additional housing in or around the downtown area (5.6c).

Chapter 6: Livable Neighborhoods and Activity Center

1. This project involves the construction of approximately 3,000 square feet of permanent building addition to the existing Seeliger Elementary School main building, along with improvements to traffic circulation and exterior walkways. As such, this project will use durable, long-lasting building materials (6.1a).
2. The new building addition will be similar in appearance to the existing building, while incorporating architectural features that attempt to create visual interest through styling and color that is consistent with Carson City requirements. The interior of the building will incorporate space saving features, while maximizing usefulness. It is important to the neighbors and the school district that the building is cost effective, visually pleasing and efficient, without being a visual nuisance to the neighbors. (6.1b).
3. The new building addition will provide variety and visual interest to the extent feasibly practical. Architectural features that are in keeping with the existing building and the neighborhood will be utilized. The school will have a new entrance that is secure, and that will tie into new walkways that comply with Safe Routes to School and City adopted codes. This project will enhance existing landscaping and site access in a manner that is consistent with Carson City development standards (6.1c).

4. This project is surrounded by a well-established residential development, and will comply with Carson City height, density and setback requirements. Because this school has been in existence for approximately thirty years, it is a staple in the community. The proposed building addition and site improvements will be compatible with existing on-site uses and the community (6.2a, 9.3b, 9.4a).
5. This project is not located in an identified Mixed-Use Activity Center area (7.1a, b).
6. The project is not located downtown (8.1a, b, e).
7. This project involves the construction of approximately 3,000 square feet of permanent building addition to the existing Seeliger Elementary School main building, along with improvements to traffic circulation and exterior walkways. This project will not have a development component and as such, will not impact housing mixtures or densities. (9.1a).

Chapter 7: Livable Neighborhoods and Activity Center

1. Transit development patterns are not applicable. However, this project will address pedestrian and vehicular traffic patterns to ensure pedestrian and student safety. Pedestrian and vehicular routes in the neighborhood will not be adversely impacted (11.2b).
2. Adequate roadways exist throughout this area, and there is no reasonable ability or desire to enhance roadway connections and/or networks. On-site transportation systems are currently in place and meet the needs of the site and the community. This project will address on-site traffic flow with the goal of generating, safer and segregated traffic patterns (11.2c).

3. Single-family residences surround the Seeliger Elementary School project site. Existing pathways consist of sidewalks and on-site walkways, which are intended to remain or be enhanced. The United Pathways Master Plan is not applicable to this project (12.1a, c).

Question 2. Will the effect of the proposed development be detrimental to the immediate vicinity? To the general neighborhood?

A. Describe the general types of land uses and zoning designations adjoining your property.

North: Single-family residences, (SFR 6,000) zoning

East: Single-family residences, (SFR 6,000) zoning

South: Single-family residences, (SFR 6,000) zoning

West: Single-family residences, (SFR 6,000) zoning

B. Explain why your project is similar to existing development in the neighborhood, and why it will not hurt property values and 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 a building? If yes, please describe. Explain how construction-generated dust (if any) will be controlled. Have other properties in your area obtained approval of a similar request? How will your project differ in appearance from your neighbors?

Seeliger Elementary School was built approximately thirty years ago. The school has been a staple in the community as long, if not longer, than many of the current residences surrounding it. This project will not hurt property values or cause problems such as noise, dust, odors, vibration, fumes, glare or physical activity because the current use of the site will not change. Given that this project involves the construction of approximately 3,000 square feet of permanent building addition to the existing Seeliger Elementary School main building, along with improvements to traffic circulation and exterior walkways. This combined with no anticipated

increase in the school's population will help ensure there is no adverse impact to property values. This project will not adversely impact existing school operations or activities.

Dust and noise during construction will be kept to a minimum by complying with Carson City standards. Dust will be controlled with water or dust palliatives.

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 subject property has been used as a school for approximately thirty years. There will be no change to the use of the property. The construction of the new building addition will secure the main building and create a safer environment for students and staff. This project will make reasonable efforts to make the site more energy efficient by using green technology where applicable, and will have no negative impact on the use, peaceful enjoyment or development of the surrounding properties within the neighborhood.

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 departments have you contacted in researching your proposal? Explain the effect of your project with the existing traffic in the area.

Seeliger Elementary School has been in operation at this site as a school for approximately thirty years. This project involves the construction of approximately 3,000 square feet of permanent building addition to the existing Seeliger Elementary School main building, along with improvements to traffic circulation and exterior walkways. There is no increase to the student body and as such, will not have any negative impact to pedestrian or vehicular traffic. Traffic

patterns and turning maneuvers entering and exiting the site will be modified in an effort to improve site circulation and reduce the amount of stacking that currently takes place on Saliman Road. Emergency vehicle response time will not be adversely impacted.

During construction, construction and delivery equipment will be controlled in accordance with City standards and School District needs. Every reasonable effort will be made to minimize impacts to the surrounding neighborhood. Staging is anticipated to occur on-site.

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

The site has been used as a school for approximately thirty years, and the Carson City School District plans to continue to utilize this elementary school for years to come. Improving site security and on-site traffic flow patterns is an investment in our students. Reducing operating costs and the demand on our local utilities has been an ongoing pursuit of the School District. Savings of this type allows the School District the ability to enhance other aspects of the educational delivery system and prepare for potential State mandated budget cuts. As with the rest of our community, this economy has caused many people to maintain their properties with less available money. The School District is no different. This is both a short and long term benefit to the District and the community. The community indirectly benefits by the District being able to improve student safety and maintain their facilities appearances, which in turn helps maintain or even improve property values.

Question 3. 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?

Seeliger Elementary School is part of the Carson City School District, which is the applicant. This project involves the construction of approximately 3,000 square feet of permanent building addition to the existing Seeliger Elementary School main building, along with improvements to traffic circulation and exterior walkways. This project improves student safety, which will have a positive impact to the District and the school by providing a safer and more efficient learning environment for the students.

This project will not increase the student population, nor will it impact the Sheriff's Office.

B. If your project will result in the covering of land area with paving or a compacted surface, how will drainage be accommodated?

While the project involves a 3,000 square foot permanent building addition and additional on-site paving, it also reduces the amount of existing concrete walkways. The building addition will be constructed at the front entrance to the main building, which is currently a concrete walkway. Any overall increase in impervious surface will be nominal, and can be adequately accommodated by on-site drainage facilities. Carson City requires a drainage study be performed if the amount of impervious surface increases by 10,000 square feet or more. This project is not expected to increase impervious surfaces by that amount. However, if such an increase were to occur, the School District would perform and submit a drainage study to analyze the pre and post-development site conditions in accordance with City standards.

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?

The Seeliger elementary school has adequate water supply. Because there is no anticipated increase to the student body or staff, this project will not have any impact on the water supply system.

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?

Because there is no anticipated increase to the student body or staff, this project will not have any impact on the sanitary sewer system.

E. What kind of road improvements are proposed or needed to accommodate your project? Have you spoken to Development Engineering or Regional Transportation regarding road improvements?

Existing roadways are adequate for this neighborhood. Road improvements are not required to serve this project. The existing road system to the school and surrounding neighborhood will not be impacted by this project. However, City planning and engineering departments have been made aware of this project.

F. Indicate the source of the information that you are providing to support your conclusions and statements made in this packet.

The conclusions to support the information contained herein is from input from School personnel, the consulting engineer, the architect, and City Engineering, Transportation, Planning & Building Department staff.

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 provided.

Existing outdoor lighting already serves the school property. New shielded lighting may be used to help illuminate the building addition for site security reasons. Any proposed lighting will comply with all applicable City standards.

H. Describe the proposed landscaping, including screening and arterial landscape areas.

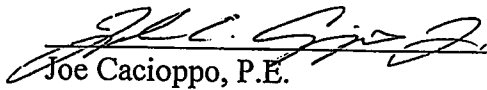
Minor landscaping modifications are anticipated as part of the site improvements associated with this project. Any landscaping will comply with City standards.

I. Provide a parking plan for your project. If you are requesting approval for off-site parking within 300 feet, provide 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.

The attached site plan shows the available parking for this project. There is no request for additional or off-site parking.

ACKNOWLEDGMENT OF APPLICANT

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


Joe Cacioppo, P.E.

Applicant for Carson City School District

2-15-2012
Date

RECEIVED

FEB 24 2012

Carson City Planning Division 108 E. Proctor Street- Carson City NV 89701 Phone: (775) 887-2180 • E-mail: planning@carson.org		FOR OFFICE USE ONLY: CCMC 18.02 VARIANCE FEE: \$2,150.00 + noticing fee + CD containing application digital data (all to be submitted once application is deemed complete by staff) SUBMITTAL PACKET <input type="checkbox"/> 6 Completed Application Packets (1 Original + 5 Copies) <input type="checkbox"/> Application Form <input type="checkbox"/> Written Project Description <input type="checkbox"/> Site Plan <input type="checkbox"/> Building Elevation Drawings and Floor Plans <input type="checkbox"/> Proposal Questionnaire With Both Questions and Answers Given, supporting documentation <input type="checkbox"/> Applicant's Acknowledgment Statement <input type="checkbox"/> Documentation of Taxes Paid-to-Date (1 copy) Application Reviewed and Received By: _____ Submittal Deadline: See attached PC application submittal schedule. Note: Submittals must be of sufficient clarity and detail such that all departments are able to determine if they can support the request. Additional information may be required.	
FILE # VAR - 12 - - VAR - 12 - 013			
CARSON CITY SCHOOL DISTRICT PROPERTY OWNER P.O. BOX 603, CARSON CITY, NEVADA 89702 MAILING ADDRESS, CITY, STATE, ZIP (775) 283-2031 (775) 283-2090 PHONE # FAX # <u>Name of Person to Whom All Correspondence Should Be Sent</u> JOE CACIOPPO, P.E. APPLICANT/AGENT 340 N. MINNESOTA STREET, CARSON CITY, NV 89703 MAILING ADDRESS, CITY, STATE ZIP (775) 883-1600 (775) 883-1656 PHONE # FAX # joe@rci-nv.com E-MAIL ADDRESS			
Project's Assessor Parcel Number(s): 009-436-08		Street Address SEELIGER ELEM. 2800 S. SALIMAN ROAD, CARSON CITY, NV 89701	
Project's Master Plan Designation PUBLIC		Project's Current Zoning PUBLIC	
		Nearest Major Cross Street(s) SONOMA STREET	

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: _____, or Development Standards, Division _____, Section _____, a request to allow a variance as follows:

THIS PROJECT INVOLVES AN APPROX. 3,000 SF BUILDING ADDITION TO IMPROVE SITE SECURITY AND

EFFICIENCY, AND SITE IMPROVEMENTS TO IMPROVE TRAFFIC CIRCULATION AND AGING HARDSCAPE.

THERE IS NO INCREASE IN STUDENT POPULATION OR STAFF ASSOCIATED WITH THIS PROJECT.

PROPERTY OWNER'S AFFIDAVIT

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

Signature

Address

Date

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

STATE OF NEVADA
COUNTY

On February 15, 2012, Keith Shaffer, 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.

Notary Public



R. CORTEZ
NOTARY PUBLIC
STATE OF NEVADA
My Appt. Exp. May 12, 2013

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 Division personnel can help you make the above determination.

PARKING VARIANCE APPLICATION
PROJECT DESCRIPTION
CARSON CITY SCHOOL DISTRICT
SEELIGER ELEMENTARY SCHOOL IMPROVEMENTS

This project is a part of the voter-approved 2010 Bond. This work involves the construction of an approximately 3,000 square foot permanent building addition to the existing Seeliger Elementary School main building. The addition is intended to improve site security by requiring visitors to check in at the front office before being allowed to enter the remainder of the building. Additional work includes improving on-site traffic circulation and exterior walkways, all in an effort to make the site more efficient and secure.

It is important to note that there is no anticipated increase to the student body or staff as a result of this project. This goal of this work is to better ensure the safety of our students and staff, and make the site more efficient.

Because there is no increase in the student body and staff, there is no additional demand on water, sanitary sewer, drainage, traffic or parking. This project, to the extent reasonable, will work to be more energy efficient and to comply with Safe Routes to Schools recommendations. At the completion of this project, on-site traffic circulation will be improved, with added safety to students and pedestrians. In addition, it is expected to have two additional parking spaces.

This project is anticipate to begin construction over the summer, when school is on break. While residual work may occur when school is back in session, such work will be isolated from the students by means of fencing and other measures to be decided by the School District and its consultants.

**VARIANCE APPLICATION QUESTIONNAIRE
CARSON CITY SCHOOL DISTRICT
SEELIGER ELEMENTARY SCHOOL – BOND 2010 IMPROVEMENTS**

Question 1. Describe the special circumstances or conditions applying to the property under consideration which exist making compliance with the provision of this title difficult and a cause of hardship to, and abridgment of a property right of the owner of the property; and describe how such circumstances or conditions do not apply generally to other properties in the same land use district and explain how they are not self-imposed?

The Carson City School District is requesting a parking variance as a part of the application to construct a 3,000 square foot permanent building addition, along with improvements to on-site traffic circulation and walkways, at Seeliger elementary school. The project will not involve an increase to the student body or staff at the school. The purpose of the project is to improve site security into the school building, and improve the safety and flow of traffic on school grounds. This work is part of the voter-approved 2010 school bond.

Seeliger elementary school currently has 101 existing parking spaces. While this project anticipates an increase in the total number of parking spaces to 103, the site does not have enough parking to comply with City standards. To comply with City parking standards, the school needs to have a total of 266 parking spaces. This increase in parking would exhaust the funds available through the Bond, thus not allowing the voter-approved improvements. In addition, this would substantially increase the amount of runoff during a storm event, which would have a noticeable impact on school and City storm drain systems.

The Seeliger Elementary School parking lot is typically not full on the average school day. The only time the parking lot is full is during special events, such as back to school night or graduation. During such times, the school has the ability to utilize the paved playground for overflow parking.

Question 2. Explain how granting of the variance is necessary to do justice to the applicant or owner of the property without extending any special privileges to them?


Granting the variance is necessary to allow the School District to use the voter-approved funds for the voter-approved safety improvements to the school, as discussed in the response to Question 1. Since the project does not increase the student body or staff at Seeliger elementary school, and since the project anticipates adding two additional parking spaces, granting of the variance does not extend any special privileges to the School District. In addition, Seeliger elementary school has the ability to utilize the paved playground for overflow parking during special events.

Question 3. Explain how the granting of the variance will not result in material damage or prejudice to the other properties in the vicinity nor be detrimental to the public health, safety and general welfare?

As explained in the response to Question 2, the parking lot is generally not full during normal daily operations. This project anticipates adding two additional parking spaces, for a total of 103 spaces. Maintaining and increasing the amount of parking spaces, in addition to improving building security for the students and staff, and improving on-site traffic circulation, will not result in material damage or prejudice to other properties, or be detrimental to public health, safety and general welfare. In fact, the Carson City School District believes these improvements will be a benefit to the school and the surrounding community.

ACKNOWLEDGMENT OF APPLICANT

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


Joe Cacioppo, P.E.
Applicant for Carson City School District

2-15-2012
Date

J.P. COPOULOS, ARCHITECT

