

CARSON CITY REGIONAL PLANNING COMMISSION  
Minutes of the Special January 15, 1997, meeting  
Page 1

A special meeting of the Carson City Regional Planning Commission was held Wednesday, January 15, 1997, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 6 p.m.

PRESENT: Chairperson Verne Horton and Commissioners Allan Christianson, William Mally, Archie Pozzi, and Richard Wipfli

STAFF PRESENT: Community Development Director Walter Sullivan, Public Works Director Jay Aldean, Building Official Phil Herrington, Health Officer Daren Winkelmann, Associate Planner Tara Hullinger, and Recording Secretary Katherine McLaughlin (R.P.C. 1/15/97 Tape 1-0001.5)

**A. ROLL CALL AND DETERMINATION OF A QUORUM** - Chairperson Horton convened the session at 6:10 p.m. Roll call was taken. A quorum was present although Commissioners Rogers and Uhart were absent. Chairperson Horton lead the Pledge of Allegiance.

**B. PUBLIC COMMENTS (1-0013.5)** - None.

**C. PUBLIC HEARINGS**

**1. DISCUSSION AND POSSIBLE ACTION ON THE POSSIBLE ESTABLISHMENT OF DAYCARE FACILITY STANDARDS AND POLICIES (1-0018.5)** - Associate Planner Hullinger described the packet of information she had distributed to the Commission and public. (A copy was not given to the Clerk.) She then explained that, if the number of children is kept under six, a special use permit/license is not required. She requested the Commission review the information. Staff will then contact each Commissioner individually and obtain input for a matrix which will be presented to the full Commission at a future date. Building Code and health regulations for over six children were noted. She urged the Commission to analyze the lot size and zoning district issues. Health Officer Winkelmann elaborated on his licensing requirements. Commissioner Christianson felt that children over the age of 13 should not be counted in the childcare figures. Discussion ensued on Mr. Winkelmann's reasons for counting these children in the total number of children at the facility. These older children normally attend school during the daytime and are only at the facility for short periods. The square footage requirements per child were described and discussed. Reasons for requiring handicapped ramps and fire walls were discussed. Discussion indicated that these requirements are part of the condition mandating compliance with all Code requirements. Commissioner Christianson did not feel that this condition was being enforced. Mr. Sullivan indicated that now that staff is aware of the requirement, checks will be made. He also suggested that the Commissioners question any applicant about the requirement and his/her knowledge of it. Chairperson Horton suggested staff develop a pamphlet outlining the building requirements, etc., and recommending that the applicant check with the other Departments. Mr. Sullivan supported his recommendation. This process may help the business owner determine the feasibility of opening a child care facility before investing a lot of money. Examples of the questions which will be asked of the Commissioners were given.

**C-1. DISCUSSION AND POSSIBLE ACTION ON THE HOUSING ELEMENT OF THE MASTER PLAN (1-0345.5)** - Mr. Sullivan introduced Consultants Andy Burnham and Chris Cares. Messrs. Burnham and Cares had met with the technical advisory committee earlier in the day. A packet of information was given to the Commission. (A copy was not given to the Clerk.) The consultants proposed to meet with the Commission again during its regular February meeting. Mr. Burnham distributed a sheet of questions and an analysis of housing affordability and other related issues to the Commission and Clerk. A synopsis of the discussion and direction given to the Consultants at the last meeting on the housing element was verbally given. Tomorrow the Consultants plan to meet with the Builders Association in an effort to learn what they feel are the impediments to affordable housing. Mr. Cares elaborated on the purpose of the meeting and their efforts to glean additional statistical and descriptive information. He felt that a preliminary draft plan will be available for the Commission to analyze at the February 26 meeting. It will include choices/options from which the Commission can select. He hoped that when the document is completed there are between three and five elements which the

CARSON CITY REGIONAL PLANNING COMMISSION  
Minutes of the Special January 15, 1997, meeting  
Page 2

Commission would be dedicated toward accomplishing. Discussion noted several options which may provide affordable housing without requiring a down payment. One option is sweat equity. Mr. Sullivan felt that this type of an idea should be pursued. Mr. Burnham then used the overhead projector to show graphs in the analysis which he explained, specifically pages 8, 2, 4, 6, and 10. His comments included reasons for using data from 1990 and the validity of these figures. The graph on supply and demand for rental housing indicated that there is a deficiency in housing units for both the extreme low and extreme high ends of the graph. He briefly summarized the housing programs available, which begin on page 13.

(1-0885.5) Discussion ensued among the Consultants, Commission and staff on the questionnaire, specifically, NIMBY, the limited amount of land available for housing/development; cost of mobile home lots; the impact bank rates have on the cost of a home; the desire to maintain the status quo or avoid development around a subdivision; the impact overbuilding has on the cost of housing; the ability to obtain grants for affordable housing; the need for additional mobile home lots; cost of mobile homes; affordable housing programs utilized in the 1970s; the proposal to rezone commercial or industrial property to mobile home or multi-family; infill projects; (1-1470.5) the need for a developer to work with the surrounding neighbors, design standards, senior townhouse projects, and to integrate low cost housing with other price range developments; programs to provide for integration of low cost housing with other housing stock; the need to properly notice this type of development; (Commissioner Mally stepped from the room--7:50 p.m.--and returned--7:58 p.m. A quorum was present the entire time.) the impact of the prison count on the population figures; examples of integrated low cost housing programs; potential low cost housing incentives; (Commissioner Wipfli stepped from the room--8:05 p.m.--and returned--8:10 p.m. A quorum was present the entire time.) the ongoing review of the Growth Management Ordinance; whether to have the employers participate in development of housing for their employees and programs utilized in other areas to provide this type of housing; the feasibility of such a program in Carson City; the City's role in such a program; and the type of housing stock which should be provided for first time buyers as well as senior citizens. Mr. Cares thanked the Commission for its participation and direction. Chairperson Horton thanked the Consultants for coming and commended them on the method and discussion items.

**D. NON-ACTION ITEMS**

**D-1. COMMISSIONER COMMENTS (1-2485.5)** - None.

**D-2. STAFF COMMENTS** - The next meeting is scheduled for Wednesday. Dr. Dean Judson has completed the research. Mr. Sullivan is attempting to have him at the next meeting.

**E. ADJOURNMENT** - There being no other matters for consideration, Commissioner Pozzi moved to adjourn. Commissioner Wipfli seconded the motion. Chairperson Horton encouraged the Commissioners to utilize the lights during the next session. Mr. Sullivan also reminded the Commissioners to use the microphones. The motion to adjourn was voted and carried. Chairperson Horton adjourned the meeting at 8:30 p.m.

A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

The Minutes of the Special January 15, 1997, Carson City Regional Planning Commission meeting

ARE SO APPROVED ON July 30,  
1997.

/s/  
Verne Horton, Chairperson