

CARSON CITY REGIONAL PLANNING COMMISSION  
Minutes of the June 25, 1997, Meeting  
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A regularly scheduled meeting of the Carson City Regional Planning Commission was held on Wednesday, June 25, 1997, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada, beginning at 3 p.m.

**PRESENT:** Chairperson Verne Horton, Vice Chairperson Alan Rogers, and  
Commissioners William Mally, Archie Pozzi, and Richard Wipfli

**STAFF PRESENT:** Community Development Director Walter Sullivan, Deputy  
Utilities Director Jay Ahrens, Principal Planner Rob Joiner,  
Deputy District Attorney Mark Forsberg, Assistant Engineer Brian  
Matthews, and Recording Secretary Katherine McLaughlin (R.P.C. 6/25/97 Tape 1-0001.5)

**NOTE:** Unless otherwise indicated, each item was introduced by the Chairperson. Staff then presented/clarified the staff report/supporting documentation. Any other individuals who spoke are listed immediately following the item heading. 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.

**A. ROLL CALL, DETERMINATION OF A QUORUM, AND PLEDGE OF ALLEGIANCE -**  
Chairperson Horton convened the session at 3:05 p.m. Roll call was taken and a quorum was present although Commissioner Mally had not yet arrived and Commissioners Christianson and Uhart were absent.

**B. APPROVAL OF MINUTES - April 16, 1997 (1-0012.5) -** Commissioner Rogers moved to approve the Minutes of the Special Meeting of April 16th as presented by staff. Commissioner Pozzi seconded the motion. Motion carried 4-0.

**PUBLIC COMMENTS (1-0020.5) -** Commissioner Mally arrived during Chairperson Horton's request for public comments--3:08 p.m. (A quorum was present although Commissioners Christianson and Uhart were absent.) No public comments were made.

**D. MODIFICATIONS TO THE AGENDA (1-0027.5) -** None.

**E. CONSENT AGENDA (1-0030.5)**

**E-1. AB-96/97-13 - DISCUSSION AND POSSIBLE ACTION ON AN ABANDONMENT REQUEST FROM WESTERN VENTURES GROUP, INC.**

**E-2. U-96/97-25 - DISCUSSION AND POSSIBLE ACTION ON A REVIEW OF A PREVIOUSLY APPROVED SPECIAL USE PERMIT FROM JOHN AND SHERI HUDDER**

**E-3. V-96/97-11 - DISCUSSION AND POSSIBLE ACTION ON A VARIANCE REQUEST FROM DAVID BARTOSZ -** None of the items were pulled for discussion. Commissioner Wipfli moved to approve the Consent Agenda as presented, Items E-1, E-2, and E-3. Commissioner Rogers seconded the motion. Motion carried 5-0.

**F. PUBLIC HEARINGS**

**F-1. A-96/97-15 - DISCUSSION AND POSSIBLE ACTION ON A REQUEST FROM EUGENE SHOAF (1-0053.5) -** Community Development Director Sullivan, Eugene Shoaf, Tom Metcalf, Kathy Jackson-Ford, Principal Planner Joiner - Mr. Sullivan explained that the 300 square foot per employee parking requirement had been based on criteria used in two planning manuals. Mr. Shoaf explained his business and the intent to rent the balance of his building. He felt that his business had little impact on the neighborhood as few of his business clients come to his office. His proposal would preserve an historical structure.

Mr. Metcalf indicated he is the owner of the adjacent building and of the building at Fifth and Roop. He supported the applicant. He felt that the parking requirement needed to be reconsidered as the RO district deals with a "more subtle clientele". He preferred having more than the necessary amount of parking to handle any clientele or extra employees needs.

Ms. Jackson-Ford explained her business, her provisional business license, and the small amount of parking she needed. She did not feel that she needed to have all of the parking which would be required for a bank. Surrounding uses were described. She urged the Commission to reconsider the parking requirement.

Mr. Sullivan elaborated on the criteria utilized in analyzing the 300 square foot requirement and expressed his feeling that medical offices may have a difficult time meeting this requirement. The Historic Architectural Review Commission and Redevelopment Citizens Committee were concerned about the aesthetics, specifically, the impact large parking lots create. The purpose of the RO district is to convert homes into offices with a minimal traffic impact on the neighborhood. He expressed a willingness to work with Mr. Metcalf and Ms. Jackson-Ford and to use common-sense and flexibility in Code enforcement. Mortgage companies are allowed under the business office. Medical offices are required to have one space for every 200 square feet. Offices are required to have one space for every 325 square feet. Mr. Joiner described the parking requirements in the historic district. This criteria is beginning to create a parking shortage in some areas. Both the Historic Architectural Review Commission and the Redevelopment Citizens Committee have requested a parking survey which will be conducted this summer. Commissioner Rogers urged staff to including performance requirements in the criteria.

Comments were requested. Mr. Metcalf indicated that he understood the concern in the Historic District and with doctors' offices. He was concerned about the impact such a broad based ordinance would have on his building, which is located on the east side, as well as on a large lot which could provide adequate parking. Such an ordinance eliminated the property developer's ability to negotiate with potential clients.

Mr. Sullivan responded by explaining the flexibility which had been involved with Mr. Metcalf's building. He questioned the appropriateness of the RO zoning along Roop Street and briefly explained his reasons for suggesting it be rezoned to General Office. This would eliminate Mr. Metcalf's concerns. The RO zone should be for "pocket areas" or on the west side. He had discussed his concept with Mr. Metcalf and the neighbors around the Public Safety Complex. Commissioner Rogers agreed that the zoning issue should be considered. Commissioner Wipfli elaborated on the Historic Commission's concerns. Chairperson Horton indicated that staff would, in practice, utilize the 300 square feet as a guideline which included the specific use. Mr. Sullivan agreed and reiterated that staff would be flexible with the measurements.

(1-0398.5) Commissioner Rogers moved to recommend that the Board of Supervisors approve A-96/97-15 to amend the uses of the Residential Office Zoning District to include business office with the performance standard of 300 square feet gross floor area per employee and other matters related thereto. Commissioner Mally seconded the motion. Motion carried 5-0.

**F-2. U-96/97-67 - DISCUSSION AND POSSIBLE ACTION ON A SPECIAL USE PERMIT APPLICATION FROM CANDACE DUNCAN (1-0424.5)** - Principal Planner Rob Joiner, Chamber of Commerce Executive Director Candace Duncan - Public testimony was solicited but none given. Commissioner Mally moved to approve U-96/97-67, a special use permit for permanent banners promoting community special events within the State right-of-way on the east and west sides of North and South Carson Street between Hot Springs Road and the intersection of Stewart Street and South Carson Street based on seven findings and subject to five conditions of approval contained in the staff report and with the understanding that any acknowledgements to the Commission or Board by the applicant may be considered as further stipulations or conditions of approval on this application. Commissioner Wipfli seconded the motion. Motion carried 5-0.

**F-3. U-96/97-66 - DISCUSSION AND POSSIBLE ACTION ON A SPECIAL USE PERMIT APPLICATION FROM ETIENNE AMESTOY (1-0485.5)** - Principal Planner Joiner, Etienne "Steve" Amestoy - Mr. Joiner indicated that there would be damaged vehicles towed to the facility. The conditions prohibit storage of any vehicle beyond that required for law enforcement. Any leaking fluids would be collected on site. Utilities Department indicated the proposed facility would comply with its conditions. The fencing requirement was discussed. The fence is to be either solid wood, masonry, or mesh similar to that at the Pony Express Pavilion. The color of the facility had not been included in the conditions. Condition 12 was to be modified to indicate vehicle and not automobile dismantling/repair. Commissioner Rogers also suggested restricting Condition 13 to "only towed vehicles".

Mr. Amestoy emphasized that he was not a "junk yard". No dismantling or part sales would be allowed. He stores vehicles for the Carson City Sheriff's office and other local law enforcement agencies. Storage vehicles use the "Butti Road" facility. The six foot fence is to protect the property and will have three strands of barbed wire, as required by the Highway Patrol. The fluids normally leak out at the scene. If not, these fluids are caught in a pan. He did not want any leakage at the yard. He wanted the building to blend into the neighborhood. It would not be exotic. The sign is red, white, and black. It may be a tan building. He agreed to work with staff on the color.

Public testimony was solicited but none given. Commissioner Rogers noted that he did not have a conflict of interest on this item although Mr. Amestoy had indicated that he towed for the Highway Patrol.

Commissioner Pozzi moved that the Regional Planning Commission move to approve a special use permit U-96/97-66 by Donald James, E. B. Amestoy, to allow a towing business, outside storage for towed vehicles, and a seven-foot tall redwood fence in the Limited Industrial district, located on APN 8-384-05, based on seven findings and subject to fourteen conditions of approval contained in the staff report and with the understanding that any acknowledgements to the Commission or Board by the applicant may be considered as further stipulations or conditions of approval on this application, amending Conditions of Approval Number 12 to remove automobiles and insert vehicles and making the same amendment to Conditions of Approval Number 13. Commissioner Mally seconded the motion. Following discussion on the fencing, Commissioner Pozzi amended his motion to delete the word "redwood" from the fencing requirement. Commissioner Mally concurred. Mr. Joiner noted the stipulation to work with staff on the building colors. The motion was voted and carried 5-0.

**F-4. U-96/97-64 - DISCUSSION AND POSSIBLE ACTION ON A REQUEST FOR AN EXTENSION OF A PREVIOUSLY APPROVED SPECIAL USE PERMIT FROM WALMART (1-0705.5) -** Principal Planner Joiner, Walmart Store Manager Mike Ray - Staff's concerns about establishing a precedence if the request was approved was discussed in depth. The Code restriction limiting the time period and the Code granting the sidewalk sales were explained.

Mr. Ray corrected the date when the sales began to be April 18. This would extend the use period to August 16 rather than the indicated June 27. he felt that he could "live" with the August 16 date. Mr. Joiner indicated that if the beginning date can be verified, he was willing to modify the date. Mr. Ray indicated that he had a copy of the rental bill for the chain-link fence. The material may have been in the parking lot one day before that date. Construction on the garden area will commence in July and be completed by mid-September. Therefore, he needed an extension to September 7. He understood the concerns and amended the request to be for the August 16th date, which is 120 days. Commissioner Rogers expressed a willingness to accommodate the applicant if the garden center is under construction and a few days is necessary to relocate the items. Mr. Ray reiterated his feeling that the August 16 date was doable. Discussion indicated that staff would work with the applicant to establish the date when the outside sales began and that the 120 day limit for the special use permit would commence on that date. Chairperson Horton requested Mr. Ray provide the necessary paperwork documentation to verify the date and directed staff to allow the 120 day time frame to commence from that date. No formal action was taken.

**F-5. U-96/97-65 - DISCUSSION AND POSSIBLE ACTION ON A SPECIAL USE PERMIT APPLICATION FROM RENO CELLULAR TELEPHONE COMPANY (1-0868.5) -** Community Development Director Sullivan, Applicant's representative John Dehart of AT&T Wireless Services - The need for both the Airport Authority's and the Commission's approval of the project was explained. Mr. Dehart explained his application and its purpose. He had read the staff report and concurred with it. All antenna on the structure will belong to AT&T. Public testimony was solicited but none given.

(1-0975.5) Commissioner Mally moved that the Planning Commission approve U-96/97-65, a special use permit request from Reno Cellular Telephone Company, Carson City, to allow a 60-foot high communication antenna and a 336 square foot communication equipment building in a Public zoning district located at 2600 East Graves, Carson City Airport, APN 8-133-07, based on seven findings and subject to seven conditions of approval contained in the staff report and with the understanding that any acknowledgements to the Commission or Board

by the applicant may be considered as further stipulations or conditions of approval on this application. Commissioner Wipfli seconded the motion. Motion carried 5-0.

BREAK: A ten minute recess was declared at 4:10 p.m. A quorum was present when the meeting reconvened at 4:20 p.m. although Commissioners Christianson and Uhart were absent as indicated.

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (NON-ACTION ITEMS)**

**G-1. CORRESPONDENCE TO THE COMMISSION (1-1001.5)** - Mr. Sullivan briefly explained Mr. and Mrs. Arnolds' letter and read his response. (A copy of the letter is included in the file.) He then explained the packet of information which Senior Engineer John Givlin had given him to send to the Arnolds, the parcel map for the area, and the Nevada Division of Forestry requirement to obtain a timberline conversation certificate. Public Works will handle the complaint as it is not an issue for his office. Chairperson Horton commended staff on the favorable Louisiana report which had been copied to the Commission.

**G-2. STAFF BRIEFING ON COMMISSION RECOMMENDATIONS TO THE BOARD OF SUPERVISORS (1-1081.5)** - The Board approved all of the items as recommended with the exception of the modification to the action plan for the housing element. The Board had changed "hire a housing coordinator" to "designate a housing coordinator". The Airport Authority/El Aero and the Donrey Special Use Permits have been appealed and will be considered by the Board in the future.

**G-3. COMMISSIONER REPORTS (1-1123.5)** - None.

**G-4. OPEN SPACE ADVISORY COMMITTEE MEMBER OR STAFF REPRESENTATIVE REPORT (1-1125.5)** - Three consulting firms have been selected to submit proposals. Items which should be included in the proposal were briefly described.

**G-5. STAFF COMMENTS (1-1145.5)** - Mr. Joiner reported on the status of the multi-family apartment design standards. Growth Management has considered the latest version, however, the Builders Association has not. Incentives were discussed at the Growth Management meeting. The Association has requested a meeting with the Growth Management Commission or Planning Commission on July 16 at 6 p.m. Input was requested from the Commission on this date and discussion items. Commissioner Rogers supported having this meeting before the ordinance is submitted to the Board. He volunteered to participate, however, could not on July 16. Comments indicated the entire Commission should attend. Discussion also indicated that the meeting could be between July 14 and 18 or 20. (1-1245.5) Mr. Sullivan explained Laura Lau's transfer to Public Works. He briefly described her contributions and indicated that she would be missed. Chairperson Horton requested Mr. Sullivan convey to her the Commission's appreciation for her attention and the effort dedicated on behalf of the Department and Commission.

**G-6. FUTURE COMMISSION ITEMS (1-1240.5)** - Mr. Sullivan indicated there were 15 items for the next meeting.

**H. ADJOURNMENT (1-1659.5)** - Commissioner Wipfli moved to adjourn. Commissioner Pozzi seconded the motion. Motion carried unanimously and Chairperson Horton adjourned the meeting at 4:35 p.m.

The Minutes of the June 25, 1997, Carson City Regional Planning Commission meeting

1997. ARE SO APPROVED ON \_\_\_\_\_ October 29,

\_\_\_\_\_/s/\_\_\_\_\_

Verne Horton, Chairperson