

CARSON CITY REGIONAL PLANNING COMMISSION

Minutes of the October 29, 1997, Meeting

Page 1

A regularly scheduled session of the Carson City Regional Planning Commission was held on Wednesday, October 29, 1997, at the Community Center Sierra Room, 851 East William Street, Carson City, Nevada 89701, beginning at 3:30 p.m.

PRESENT:

Chairperson Verne Horton, Vice Chairperson Alan Rogers, and  
Commissioners Allan Christianson, William Mally, Archie  
Pozzi, Richard Wipfli, and Deborah Uhart

STAFF PRESENT:

Community Development Director Walter Sullivan, Senior  
Planner Juan Guzman, Deputy District Attorney Melanie  
Bruketta, Recording Secretary Katherine McLaughlin, and  
Planning Technician Jennifer Pruitt (R.P.C. 10/29/97  
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 3:30 p.m. Roll call was taken. The entire Commission was present constituting a quorum. Chairperson Horton lead the Pledge of Allegiance.

**B. COMMISSION ACTION - APPROVAL OF MINUTES - June 10, 1997, Workshop and Regular Sessions of June 25 and September 24, 1997 (1-0017.5)** - Commissioner Wipfli moved to approve the Minutes as read. Commissioner Christianson seconded the motion. Motion carried 7-0.

**C. PUBLIC COMMENTS (1-0024.5) -** None.

**D. AGENDA MODIFICATIONS (1-0028.5) -** None.

**E. DISCLOSURES (1-0034.5) -** Commissioner Wipfli noted his friendship with Mr. Metcalf (Item G-4) and indicated that he would vote on the issue.

**F. CONSENT AGENDA**

**F-1. U-94/95-17 - DISCUSSION AND POSSIBLE ACTION ON AN ANNUAL REVIEW OF A PREVIOUSLY APPROVED SPECIAL USE PERMIT APPLICATION BY ERNST HOME CENTER**

**F-2. V-97/98-3 - DISCUSSION AND POSSIBLE ACTION ON A REQUEST FROM CAPITAL ENGINEERING (1-0041.5) -** Commissioner Wipfli moved to approve Items F-1 and F-2. Commissioner Mally seconded the motion. Chairperson Horton noted that approval of Item F-2 would continue the Item to December 3. Community Development Director Sullivan explained his telephone conversation with Mr. Wakimoto's attorney and that he had concurred with the recommendation for a continuance to cleanup the property. The motion to approve the Consent Agenda was voted and carried 7-0.

**G. PUBLIC HEARINGS**

**G-1. U-97/98-16 - DISCUSSION AND POSSIBLE ACTION ON A SPECIAL USE PERMIT APPLICATION FROM DAN LOVELACE (1-0064.5) -** Community Development Director Sullivan, Dan and Loretta Lovelace - Discussion between the staff and Commission indicated the property had a septic tank and City water and the reasons a restroom was included in the structure. Mr. Lovelace indicated he had read the staff report and concurred. Public testimony was solicited but none given. Commissioner Mally moved that the Planning Commission approve U-97/98-16, a special use permit request from Dan and Loretta Lovelace to allow an accessory structure in excess of 50 percent of the square footage of the primary residential structure in a Mobile

CARSON CITY REGIONAL PLANNING COMMISSION  
Minutes of the October 29, 1997, Meeting  
Page 2

Home One Acre zoning district located at 7075 Schulz Way, APN 9-713-02, 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 Uhart seconded the motion. Motion carried 7-0.

**G-2. U-97/98-15 - DISCUSSION AND POSSIBLE ACTION ON A SPECIAL USE PERMIT APPLICATION FROM LOUISE C. LIGHTNER (1-0145.5)** - Community Development Director Sullivan, Louise Lightner - Mr. Sullivan's introduction included a brief discussion of Condition 7 and reasons for his modifying the normal process. Ms. Lightner had read the staff report and concurred with the conditions. She briefly explained the status of the project. State licenses are purportedly being expedited due to the City's need for her facility. Public testimony was solicited but none given. Commissioner Uhart moved to approve U-97/98-15, a special use permit request from Louise C. Lightner, owner: Nevada Department of Transportation, to allow an adult day care facility in a General Commercial zoning district, located at 2496 Highway 50 East, APN 8-161-29, based on seven finding and subject to seven conditions of approval contained in the staff report and indicated that there had been no stipulations. Commissioner Wipfli seconded the motion. Motion carried 7-0.

**OTHER MATTERS (1-0225.5)** - Community Development Director Sullivan introduced Planning Technician Jennifer Pruitt and Deputy District Attorney Melanie Bruketta.

**G-3. U-97/98-14 - DISCUSSION AND POSSIBLE ACTION ON A SPECIAL USE PERMIT APPLICATION FROM MARILYN COURSEY (1-0249.5)** - Senior Planner Juan Guzman, Marilyn Coursey - Ms. Coursey indicated she had read the staff report and concurred with its conditions. The old banners/streamers will be replaced as soon as possible which may be as early as the first week in November as the sign company indicated it need five to seven working days. Once the permanent banners/flags are in place, they will be replaced whenever they become frayed, faded, or dirty. Discussion explained the hanging procedure and configuration for the banners which would be "horizontal" as illustrated in the packet. They will not be "crossed". Public testimony was solicited but none given. Commissioner Mally moved to approve a special use permit U-97/98-14, a request by Marilyn Coursey, Business Manager, property owner: Don Weir, to allow streamers as an advertising device in a commercial zoning district on Assessor's Parcel No. 9-122-02, located at 3555 South Carson Street, based on four findings and subject to six 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 Pozzi seconded the motion. Motion carried 7-0.

**G-4. Z-97/98-6 - DISCUSSION AND POSSIBLE ACTION ON A CHANGE OF LAND USE REQUEST FROM THOMAS R. METCALF (1-0401.5)** - Senior Planner Guzman - Commissioner Uhart commended Mr. Metcalf on his design and suggested that it be used as an example of the City's design standards. Mr. Guzman indicated that two of his buildings would be used for this purpose. Discussion between Mr. Guzman and the Commission explained the reasons Mr. Metcalf did not have a representative present, reasons the area should be considered for rezoning, the rezoning notification process and the procedure. Public testimony was solicited but none given. Commissioner Christianson moved to approve Z-97/98-6, a motion to prepare an ordinance for first reading to change the land use designation for APN 4-153-06 from Residential Office into General Office and recommend to the Board of Supervisors adoption of said ordinance based on the findings contained in the staff report. Commissioner Uhart seconded the motion. Motion carried 7-0.

**G-5. V-94/95-6 - DISCUSSION AND POSSIBLE ACTION ON A REVIEW OF A PREVIOUSLY APPROVED VARIANCE APPLICATION FROM MICHAEL P. McKENNA (1-0546.5)** - Senior Planner Guzman, Deputy Public Works Director Tim Homann - Mr. Guzman's introduction included noting that one of the trees had died, that the Manager had indicated it would be replaced, and a traffic accident involving one of the occupants. Discussion ensued on the proposed City/NDOT sidewalk improvements on Fifth Street and staff's recommendation that future projects of this nature include consideration of off-premise improvements, such as sidewalks. Public testimony was requested but none given. Commissioner Mally moved that the Regional Planning Commission consider the one-year review of V-94/95-6 completed and that no further reviews be required. Commissioner Wipfli seconded the motion. Motion carried 7-0.

CARSON CITY REGIONAL PLANNING COMMISSION  
Minutes of the October 29, 1997, Meeting  
Page 3

**G-6. MPA-97/98-1 - DISCUSSION AND POSSIBLE ACTION ON A MASTER PLAN AMENDMENT REQUEST FROM STANTON PARK DEVELOPMENT; AND, G-7. Z-97/98-2 - DISCUSSION AND POSSIBLE ACTION ON A CHANGE OF LAND USE REQUEST FROM DWIGHT MILLARD (1-0665.5)** - Principal Planner Rob Joiner, Senior Planner Juan Guzman, Dwight Millard - Mr. Joiner's introduction included a brief history of the building and its use. The Historic Architecture Review Commission had reviewed the proposal and recommended approval. Discussion between staff and the Commission included reasons the proposal could be justified even though it may be spot zoning. Commissioner Uhart expressed her support based on the Commission's view of subdivisions as being a "village" and the natural progression of an anomaly. Commissioner Christianson explained his personal tour of the property and reasons for supporting the concept based on the restoration efforts and its location away from the remainder of the subdivision. He urged the community to support the project. Mr. Millard indicated that the neighborhood concept originally planned for the Empire Ranch Subdivision had envisioned the ranch house as being used in this fashion. He then explained the proposed uses including a recent training seminar. He had been surprised at how well the concept of a neighborhood business and its ability to function within the subdivision with little impact had worked. His support for the application was indicated based on this experience. Other suggested uses would have required a higher visibility and more of an impact on the neighborhood. Public testimony was solicited but none given. Commissioner Wipfli moved to approve MPA-97/98-1, a Master Plan Amendment from Medium Density Residential to Office based on four findings on approximately two acres of land located at 4681 Morgan Mill Road, APN 10-581-14, in accordance with staff's recommendations as illustrated in the attached Exhibit 1. Commissioner Christianson seconded the motion. Motion carried 7-0.

Commissioner Wipfli moved to approve Z-97/98-2, a motion to prepare an ordinance for first reading to change the land use designation for 4681 Morgan Mill Road, APN 10-581-14, from Single Family 6,000 to Residential Office and to recommend to the Board of Supervisors adoption of said ordinance based on one finding contained in the staff report. Commissioner Christianson seconded the motion. Motion carried 7-0.

**H. PUBLIC HEARINGS AFTER 7:30 P.M. - None.**

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

**I-2. STAFF BRIEFING ON STATUS OF COMMISSION RECOMMENDATIONS TO THE BOARD OF SUPERVISORS (1-0925.5)** - Mr. Sullivan briefed the Commission on the status of the recommendations. (1-1188.5) Mr. Guzman explained for Commissioner Rogers that Lisa Stokes had appealed the Commission's decisions on her elder care facility. The Board will consider the appeal at its next meeting. She had made some revisions to the application and will ask the Board return it to the Commission for reconsideration based on new information which Mr. Guzman briefly described.

**I-6. FUTURE COMMISSION ITEMS (1-0980.5)** - Mr. Sullivan indicated the next regular meeting would be a lengthy and included an evening session. (1-1128.5) Commissioner Uhart questioned the status of the commercial design review guidelines. Mr. Guzman briefly described the coordination activities which had been occurring. The technical committee is still be developed. (1-1219.5) Chairperson Horton noted the next meeting would be held on December 3 and that the December meeting would be held on January 7 in accordance with the Commission's policy.

**I-1. CORRESPONDENCE TO THE COMMISSION INCLUDING A DISCUSSION ON THE MEMORANDUM OF UNDERSTANDING BETWEEN THE BUREAU OF LAND MANAGEMENT AND CARSON CITY (1-0989.5)** - Mr. Sullivan explained the By-Law changes he had made. The By-Laws will be agendized for action on the next agenda. Mr. Guzman briefly reviewed the purpose of the Memorandum of Understanding and requested the Commission submit any comments, modifications, etc., as soon as possible. Additional criteria is being developed by the Open Space Advisory Committee. Commissioner Uhart explained OSAC Alternative Committee Member and BLM employee Dan Jacquet's involvement. He had indicated that the intent of the Memorandum is to provide property which could be used for trade to provide open space for the community. Her reasons for wishing to guard over the property and prevent its being traded away were explained. (1-1161.5) Mr. Joiner briefly explained the awards which Carson City had received at the State Planning Conference and displayed a plaque. Commissioner Rogers had been selected as the Planning Commissioner of the Year. Mr. Joiner commended the Commission on its efforts.

**I-3. COMMISSIONER REPORTS (1-1094.5) - None.**

CARSON CITY REGIONAL PLANNING COMMISSION  
Minutes of the October 29, 1997, Meeting  
Page 4

**I-4. REPORT FROM THE OPEN SPACE ADVISORY COMMITTEE MEMBER OR STAFF REPRESENTATIVE (1-1098.5)** - Commissioner Uhart explained the status of the contract with Jeff Winston and Associates. If the Board approves the contract, Mr. Winston will develop the Open Space Element to the Master Plan. Mr. Guzman noted that the scope of work included trips to Colorado. The Committee and Parks and Recreation staff members who will be going were indicated.

**I-5. STAFF COMMENTS (1-1122.5)** - None.

**J. ADJOURNMENT (1-1235.5)** - Commissioner Wipfli moved to adjourn. Commissioner Mally seconded the motion. Motion carried unanimously. Chairperson Horton adjourned the meeting at 4:50 p.m.

The Minutes of the October 29, 1997, Carson City Regional Planning Commission meeting

ARE SO APPROVED ON December 3 \_\_\_\_\_  
1997.

/s/ \_\_\_\_\_  
Verne Horton, Chairperson