

STAFF REPORT FOR PLANNING COMMISSION MEETING OF NOVEMBER 18, 2014

FILE NO: SUP-14-013

AGENDA ITEM: F-1

STAFF AUTHOR: Kathe Green, Assistant Planner

REQUEST: A Special Use Permit to allow the operation of an adult day program for adults with disabilities on a split-zoned property in the Residential Office and General Office (RO/GO) districts.

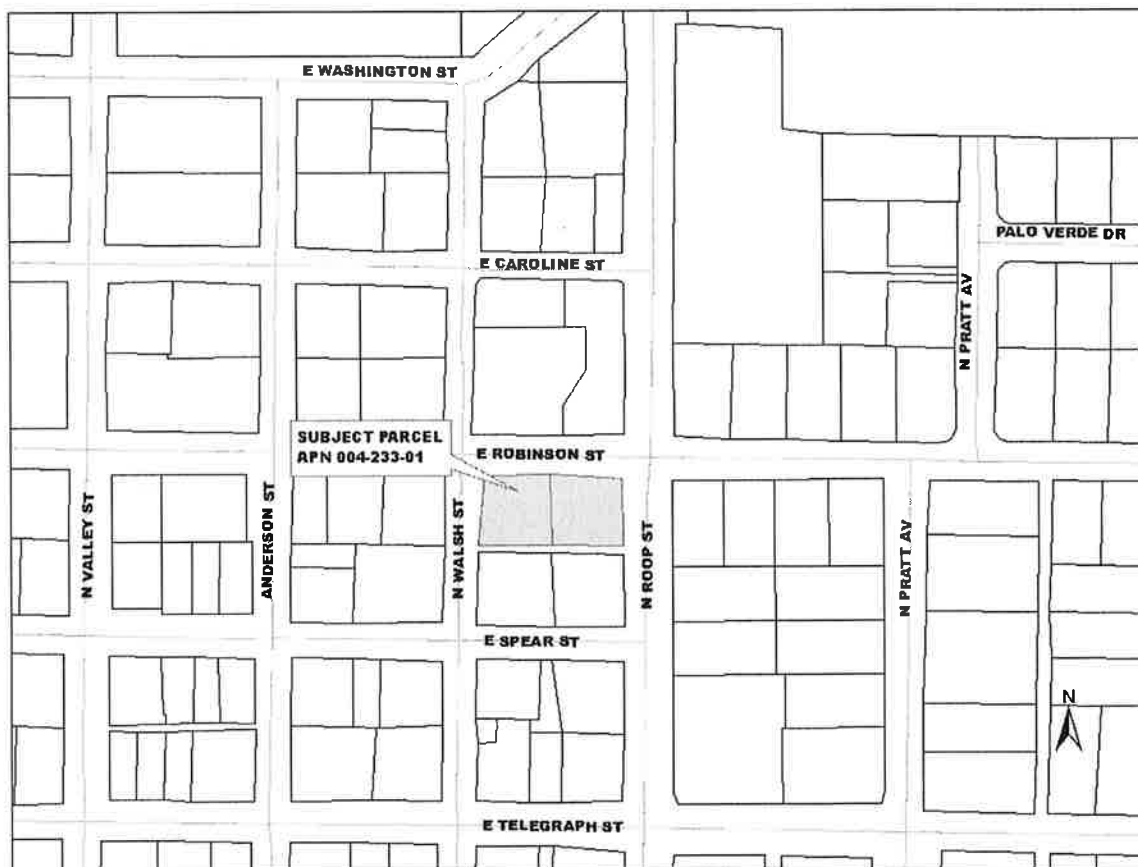
OWNER: Universal Trust

APPLICANT: Reach/REM-NV

LOCATION: 709 East Robinson Street

APN: 004-233-01

RECOMMENDED MOTION: "I move to approve SUP-14-013, a Special Use Permit to allow the operation of an adult day program for adults with disabilities on a split-zoned property in the Residential Office and General Office zoning districts, located at 709 East Robinson Street , APN 004-233-01, based on the findings and subject to the conditions of approval contained in the staff report."



RECOMMENDED CONDITIONS OF APPROVAL:

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

1. The applicant must sign and return the Notice of Decision for conditions of approval within 10 days of receipt of notification. If the Notice of Decision is not signed and returned within 10 days, then the item may be rescheduled for the next Planning Commission meeting for further consideration.
2. All development shall be substantially in accordance with the development plans approved with this application, except as otherwise modified by these conditions of approval.
3. All on- and off-site improvements shall conform to City standards and requirements.
4. The applicant shall obtain a Building Permit from the Carson City Building Division for any proposed construction. Contact the Building Division for approximate fees, design criteria, number of plans to submit and general assistance in the City's Building Permit process. 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.
5. The applicant shall meet all the conditions of approval and commence the use for which this permit is granted within 12 months of the date of final approval. A single, one year extension of time may be granted if requested in writing to the Planning Division 30 days prior to the one year expiration date. Should this permit not be initiated within one year and no extension granted, the permit shall become null and void.

The following shall be submitted with any Building Permit application:

6. The applicant shall submit a copy of the Notice of Decision and conditions of approval, signed by the applicant and owner, with any Building Permit application.
7. Commercial submittals shall show compliance with the following codes and adopted amendments:
 - 2012 International Building Code
 - 2009 International Energy Conservation Code
 - 2012 International Fire Code
 - 2012 Uniform Mechanical Code
 - 2012 International Mechanical Code
 - 2012 Uniform Plumbing Code
 - 2011 National Electrical Code
 - 2009 ICC/ANSI A117.1 (For accessible design)
 - 2011 Northern Nevada Amendments
 - 2012 Northern Nevada Amendments
8. Project requires application for a Building Permit and plan submittal to the Carson City Building Division. The Building Division will provide review and inspection of the project to verify compliance with adopted codes and municipal ordinances, based on the scope of the project.

9. The required plan shall include interior modifications required to provide an interior accessible route throughout the building as well as providing accessible sanitary facilities.
10. As a part of a submittal, provide a separate plan sheet, which clearly shows the Accessible Route / Exit Discharge Plan. The required plan shall have the following minimum information for the accessible entrance of the facility from the public right of way. ('12 IBC Section 1007, 1104.1 & ICC/ANSI A117.1-2009 Chapter 4 & 5):
 - Indicate accessible route surface
 - Indicate accessible route slope
 - Indicate accessible route width (Minimum width is 36" (thirty-six inches); however, if the route is near a drop or change in elevation, a guard may be required. (ICC/ANSI A117.1-2009 Section 4 03.5 & Table 403.5)
 - Indicate accessible route turn radius
 - Indicate all accessible ramps, with a dimensioned cross section details indicating slope & guardrails (where applicable)
 - Indicate the location and type of the detectable warning surface at curb ramps, island or cut-through medians (ICC/ANSI A117.1-2009 Sections 406.13, 406.14 & 705)
 - Indicate all accessible parking, with signage
 - Indicate location of all building and site accessible signage, with an elevation view to verify compliance with required text, height, etc.

NOTE: The Accessible Route / Exit Discharge Plan shall clearly show the accessible route from the accessible entrance of the facility to the accessible parking, public streets and sidewalks – as applicable to the site. ('12 IBC 1007.2, 1023.6, & 1104.1)
11. If a change of exterior building colors is proposed, provide colors or a photo simulation of proposed exterior facades. All exterior colors must be reviewed and approved by the Planning Division prior to installation. Primary building surfaces (excluding trim areas) shall be muted or earth tone in color. Bold colors shall be avoided except when used as trim.
12. If a change of exterior light fixtures is proposed, they must be reviewed and approved by the Planning Division prior to installation. All exterior lighting must comply with Development Standards Division 1.3 Lighting Standards, and must be downward, not outward or upward.
13. Modify the site plan to provide one designated on-site loading and unloading parking space.
14. The project involves a change of use from B occupancy to I-4 occupancy. The project must comply with the adopted Carson City fire and building codes as amended for new I-4 occupancy.
15. The project must comply with licensing requirements of the Nevada State Fire Marshall Division.
16. Depending on the final layout of the project, it may require fire sprinklers and a fire alarm system.

17. If more than 160 square feet of material is being disturbed, the following requirements will apply:
 - a. Provide an asbestos assessment on materials being disturbed. Submit a copy of the assessment to the Building Division.
 - b. Submit Carson City Asbestos Assessment Form.
 - c. Depending on assessment results, an EPA 10 Day Notification may be required.
18. The request is not in conflict with pedestrian or traffic movements. The City Engineering Division will require a loading area and ADA access from Walsh Street to the building.
19. As this is a change of use, the driveway approach on Walsh Street along with approximately 10 feet of sidewalk must be replaced to current City and ADA standards, and approximately 100 feet of curb, gutter and sidewalk must be replaced on Robinson Street, from near the driveway approach to the return at Roop Street.

The following applies to the site throughout the life of the project:

20. The maximum number of clients who can be served at this site is the number determined by the Carson City Health Department or State of Nevada Division of Health or 35 clients, whichever is less.
21. The maximum number of employees allowed on the largest shift is 12.
22. The current business license issued by Carson City and State of Nevada Health Division must be maintained at all times.
23. This Special Use Permit shall become null and void if and when the use is abandoned for a period of more than 12 consecutive months.
24. All operations must be conducted in accordance with the Carson City Municipal Code and the Carson City Development Standards for Child Care/Adult Day Care Facilities, except as otherwise modified by these conditions of approval.

LEGAL REQUIREMENTS: CCMC 18.02.080 (Special Use Permits), 18.04.110 (Residential Office), 18.04.115 (General Office)

MASTER PLAN DESIGNATION: Mixed-Use Residential (MUR)

PRESENT ZONING: Residential Office/General Office (RO/GO)

KEY ISSUES: Will the proposed adult day program for adults with disabilities be in keeping with all of the standards of the Carson City Municipal Code? Is this location appropriate for this facility?

SURROUNDING ZONING AND LAND USE INFORMATION:

NORTHWEST: General Office (GO)/Residential

NORTHEAST: Residential Office (RO)/Residential

EAST: Residential Office (RO)/Residential

SOUTH: Residential Office/General Office (RO/GO)/Residential

WEST: General Office (GO)/Residential

ENVIRONMENTAL INFORMATION:

1. FLOOD ZONE: XS, areas of minimal flooding
2. EARTHQUAKE FAULT: Moderate/fault zone beyond 500 feet
3. SLOPE/DRAINAGE: Flat
4. SOILS: 71, Urban land

SITE DEVELOPMENT INFORMATION:

1. LOT SIZE: 13,600 square feet
2. STRUCTURE SIZE: 4,313 square feet
3. STRUCTURE HEIGHT: Existing single story
4. SETBACKS: Existing structure, front (north) 15 feet, street side (east) 20 feet, street side (west) approximately 70 feet, and rear (south) 9 feet, as approved by V-84-7. The current required setbacks per the Non-residential Districts Intensity and Dimensional Standards for the Residential Office and General Office zoning districts for a single story building would be 10 feet on the front, side, street side and 20 feet on the rear.
5. PARKING: There are presently 14 parking spaces on site, including one handicapped space. It is proposed that one space be deleted to create an access from Walsh Street eastward across the sidewalk to the building. In addition, one parking additional space must be designated as an on-site loading and unloading zone. There will then be 12 parking spaces available for employees and guests. To accommodate required parking, the number of working employees on-site is limited to a maximum of 12 on the largest shift.
6. VARIANCES REQUESTED: None

PREVIOUS REVIEWS:

V-84-7, a request to vary setbacks, was approved July 5, 1984. The approved setbacks were a reduction on the front setback from 20 feet to 15 feet (Robinson Street on the north) and on the rear from 20 feet to 9 feet (alley on the south).

BACKGROUND:

The adult day program for adults with disabilities is presently located at 2701 Northgate Lane, and a similar program has been at this site for several years. This review is to allow the business to relocate to 709 East Robinson Street, a building which is currently vacant.

The clients of the business are all at least 18 years of age. All clients have disabilities which require assistance. This business provides care and educational programs for these adults. The operation is limited to daytime hours, with no services provided overnight or late evening. The number of clients and required employees will ultimately be determined during the business license review process at the State of Nevada Health Division, and has not yet been provided to the applicant or to the Planning Division. Based on the request submitted from the applicant, the maximum number of clients to be served at this site at any time will be limited to 35, while the maximum number of employees is limited to 12 based on the available number of parking spaces on the site.

DISCUSSION:

A Special Use Permit is required subject to Carson City Municipal Code 18.04.110 Residential Office and 18.04.115 General Office, which states that a Child Care Facility/Adult Day Program is a conditional use which requires approval of a Special Use Permit.

Additionally, per Carson City Municipal Code (CCMC), Section 18.04.020 Determination of

Districts, where a parcel of land is divided by a zoning district boundary, and the applicant would like to utilize the entire parcel with a use that is only allowed in one of the two zoning districts, a Zoning Map Amendment or Special Use Permit is required for that portion of the property not zoned for the use.

The proposed business use would be an adult day program, which staff has determined is similar to a listed use of a child care facility. The property is divided by a zoning district boundary and is zoned both Residential Office and General Office. The proposed use appears as a conditional use in both of these zoning districts. However, in the Residential Office zoning district, the facility must be an accessory to the residential use. No residential use is proposed at this location. Therefore, in addition to the review by Special Use Permit for the proposed use of a child care/adult day program, this request is to allow the facility to operate as a business which is not an accessory to a residential use. This use is only allowed in the General Office zoning district.

There is adequate parking on site. The clients of the business do not drive and will not have vehicles. The present number of parking spaces on the site is 14. However, two parking spaces will be removed, as one will be repurposed to provide a direct access path to walk/roll from a proposed Walsh Street drop off location to the building, while a second parking space will be modified as a designated loading and unloading space on the site as required under Development Standards, Division 2, Parking and Loading. There will remain 12 parking spaces available for employees and customers of the business. There is no off-site parking available on the adjacent Robinson or Roop Streets, although a designated loading and unloading zone is proposed on Walsh Street.

Carson City Municipal Code Title 18.11 (Child Care Facilities Ordinance) states the purpose of the ordinance is to promote the health, safety and welfare of the residents of Carson City by providing maximum development standards of Child Care Facilities/Adult Day with careful awareness of their compatibility with surrounding areas and residents, as well as providing needed non-institutionalized Child Care Facilities/Adult Day Program facilities. Special Use Permit approved is required for all Child Care Facilities, and as determined by staff, also for Adult Day programs. Therefore, it is appropriate for staff to apply the same Development Standards for the adult day program as are required for child care facility programs. Below is staff evaluation of the proposed adult day program as it relates to the child care facility Development Standards:

1.6 Child Care/Adult Day Facilities Performance Standards

- *The availability of public facilities, services and utilities shall be considered.*

The proposed adult day program will be housed in an existing building of 4,313 square feet which has previously been used as offices. The building was constructed in 1984. No new construction or modification of the exterior of the building is proposed at this time. The applicant states the daily usage of water/sewer will not exceed 400 gallons per day. Modification of the parking area is proposed, to reduce the on-site parking from 14 to 12 to accommodate a loading and unloading area as well as a direct access path to the building from a drop off area on Walsh Street.

- *Traffic generation and the capacity and character of surrounding streets shall be considered.*

The building is located at the corner of Robinson and Roop Streets, a location which is

controlled by a signal. Traffic will increase at this location during the drop off and pick up times of 9:00 am and 3:00 pm on weekdays, but this traffic will be directed to Walsh Street, as no parking is allowed on Robinson or Roop Streets. These are not usually the busiest times for traffic in this vicinity as the heavier traffic pattern is usually related to standard office work hours at 8:00 am and 5:00 pm.

- *Parking shall meet the requirements of Division 2 of the Development Standards.*

The applicant has stated the maximum number of clients to be located in the building will be 35, with the number of staff fluctuating. The number of staff will be limited further by the available on-site parking to 12 on the largest shift. It is therefore anticipated that no more than 47 people would be in the building at any one time. Clients will not drive to the facility, but will use public or private transportation. Parking on site will be used by faculty and visitors. A condition of approval will be that the site must be modified to create one designated on-site loading and unloading parking space. In addition, one space is proposed to be marked as no parking, where access for wheelchairs and walkers will move from a proposed loading and unloading zone on Walsh Street, through this space and into the building.

- *Retention of existing landscaping shall be considered as part of the parking lot design.*

All existing landscaping is to remain on the site. No new landscaping is proposed. If the landscaping is proposed to be changed, a review by the Planning Division is required prior to the installation or change.

- *Open space and interior space requirements shall be designated and regulated by the Carson City Health Department prior to the approval of a Special Use Permit.*

Dustin Boothe of the Carson City Health Department has stated that their department is not involved in review of these types of businesses. Review of Adult Day programs is handled through the State of Nevada, Rural, Regional and Community Health Services. The request from the applicant is to allow 35 clients, but the limitation from the State of Nevada may be more stringent. A review of the allowed number of clients will be part of the business license approval process. A recommended condition of approval limits the number of clients to 35.

As proposed, the adult day program facility will meet all current performance standards required by Carson City Development Standards 1.6 Child Care Facilities/Adult Day Program. It meets the intent and requirements of Carson City Municipal Code 18.11 for Child Care Facilities/Adult Day Program, and with approval of a Special Use Permit, it will meet the purpose statement of the Residential Office and General Office zoning districts.

PUBLIC COMMENTS: Public notices were mailed to 45 adjacent property owners on October 30, 2014 within 300 feet of the subject site. At the writing of this report no written comments have been received either in favor of or in opposition to the proposal. Any comments that are received after this report is completed will be submitted to the Planning Commission prior to or at the meeting on November 18, 2014, depending on the date of submission of the comments to the Planning Division.

OTHER CITY DEPARTMENTS OR OUTSIDE AGENCY COMMENTS: The following comments were received by various city departments. Recommendations have been incorporated into the recommended conditions of approval, where applicable.

Building Division:

1. Commercial submittals shall show compliance with the following codes and adopted amendments:
 - 2012 International Building Code
 - 2009 International Energy Conservation Code
 - 2012 International Fire Code
 - 2012 Uniform Mechanical Code
 - 2012 International Mechanical Code
 - 2012 Uniform Plumbing Code
 - 2011 National Electrical Code
 - 2009 ICC/ANSI A117.1 (For accessible design)
 - 2011 Northern Nevada Amendments
 - 2012 Northern Nevada Amendments
2. Project requires application for a Building Permit and plan submittal to the Carson City Building Division. The Building Division will provide review and inspection of the project to verify compliance with adopted codes and municipal ordinances, based on the scope of the project.
3. The required plan shall include interior modifications required to provide an interior accessible route throughout the building as well as providing accessible sanitary facilities.
4. As a part of a submittal, provide a separate plan sheet, which clearly shows the Accessible Route / Exit Discharge Plan. The required plan shall have the following minimum information for the accessible entrance of the facility from the public right of way. ('12 IBC Section 1007, 1104.1 & ICC/ANSI A117.1-2009 Chapter 4 & 5):
 - Indicate accessible route surface
 - Indicate accessible route slope
 - Indicate accessible route width (Minimum width is 36" (thirty-six inches); however, if the route is near a drop or change in elevation, a guard may be required. (ICC/ANSI A117.1-2009 Section 4 03.5 & Table 403.5)
 - Indicate accessible route turn radius
 - Indicate all accessible ramps, with a dimensioned cross section details indicating slope & guardrails (where applicable)
 - Indicate the location and type of the detectable warning surface at curb ramps, island or cut-through medians (ICC/ANSI A117.1-2009 Sections 406.13, 406.14 & 705)
 - Indicate all accessible parking, with signage
 - Indicate location of all building and site accessible signage, with an elevation view to verify compliance with required text, height, etc.
 - NOTE: The Accessible Route / Exit Discharge Plan shall clearly show the accessible route from the accessible entrance of the facility to the accessible parking, public streets and sidewalks – as applicable to the site. ('12 IBC 1007.2, 1023.6, & 1104.1)

Fire Department:

1. The project involves a change of use from B occupancy to I-4 occupancy. The project must comply with the adopted Carson City fire and building codes as amended for a new I-4 occupancy.
2. The project must comply with any licensing requirements of the Nevada State Fire Marshall Division.
3. Depending on the final layout of the project, it may require fire sprinklers and a fire alarm system. The attached plans indicate office use and do not provide enough detail to provide

more comment information.

Engineering Department:

1. The request is not in conflict with pedestrian or traffic movements. The City will require a loading area and ADA access from Walsh Street to the building.
2. Since this is a change of use, the driveway approach on Walsh Street, along with about 10 feet of sidewalk must be replaced to current City and ADA standards, and about 100 feet of curb, gutter and sidewalk must be replaced on Robinson Street, from near the driveway approach to the return at Roop Street.

Health and Human Services: No concerns. Contact agency responsible at the State of Nevada.

Environmental Control: If more than 160 square feet of material is being disturbed, the following requirements will apply:

1. Provide an asbestos assessment on materials being disturbed. Submit a copy of the assessment to the Building Department.
2. Submit a Carson City Asbestos Assessment Form
3. Depending on assessment results, an EPA 10 Day Notification might be required.

Parks and Recreation Department: No comments received.

FINDINGS: Staff's recommendation is based upon the findings as required by CCMC Section 18.02.062 (Special Use Permits) enumerated below and substantiated in the public record for the project.

1. Will be consistent with the master plan elements.

Goal 1.1- Promote the Efficient Use of Available Land and Resources.

1.1d- Growth Management Ordinance

REM-NV is in complete compliance with the Growth Management Ordinance. The applicant does not anticipate exceeding usage of 400 gallons of water per day.

1.13- Sustainable Construction Techniques

The applicant states sustainable construction techniques will be used in the construction of handicapped accessible restrooms. Water efficient toilets and faucets are current in the building. Light fixtures will be updated to be energy efficient.

Goal 1.2- Promote Infill and Development in Targeted Areas

1.2a- Priority Infill and Redevelopment Areas

The proposal will utilize an underutilized, vacant building which is located in the Redevelopment Area.

Goal 1.4- Manage the Impacts of Future Growth within the Urban Interface

1.4c- Protection of Existing Site Features

The applicant states their intention is to not remove any landscaping in conjunction with this project. A fence is proposed on the south property line and an access from Walsh Street across the parking lot to the building is proposed, but no other exterior changes are proposed to the building or grounds at this time.

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

This is an existing site, with no proposal to change the exterior of the site, other than minor modifications to the parking area and the addition of a fence on the south property line. There is no anticipated change to the peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood, and will cause no objectionable noise, vibrations, fumes, odors, dust, glare or physical activity, once interior remodeling is completed. No new development is proposed, other than interior modification of the space and creation of an access across the sidewalk on Walsh Street, through the parking lot to the building. As with any business, people will be coming and going, but the business will operate only during the day.

3. Will have little or no detrimental effect on vehicular or pedestrian traffic.

The proposal will have little effect on traffic or pedestrian facilities. There are sidewalks in the area for pedestrian traffic. No parking of vehicles is allowed on Robinson Street on the north or Roop Street on the east. This proposal includes the intention to allow Jump Around Carson (JAC) Assist buses to drop off and pick up clients at the west portion of the property, on Walsh Street. This is the only area adjacent to the property where vehicles on the street are allowed to stop, as Robinson and Roop Streets are too narrow to allow on-street parking in this vicinity. Pedestrian and vehicular traffic is likely to increase, as this building is vacant and has been for some time. In addition, this type of business is more likely to encourage activities by clients such as taking a walk. However, such activities are supervised by staff and will only be in the immediate vicinity.

4. 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.

There is no anticipation of overburdening of existing public services and facilities, as this is an existing building, formerly used as office space. This proposal is to relocate this business from their current site on the north end of Carson City to this central area of town. The clients are all adults who are not using the school system. Public services such as fire and police protection are offered equally to all who are located in the area in the event of need, but no extraordinary demand is anticipated as a result of this business being moved to this location.

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

This adult day program will be commercial in nature, consistent with the intent of the Residential Office and General Office zoning district purpose statements, which includes permitting selected, nonresidential uses and encouraging mixed uses, and it meets all the related performance standards set forth in Development Standards 1.6, for Child Care/Adult

Day Program Facilities.

6. Will not be detrimental to the public health, safety, convenience and welfare.

As proposed, the adult day program, with the recommended conditions of approval, will meet Carson City Municipal Code regulations and Development Standards and therefore will not be detrimental to the public health, safety, convenience and welfare. The facility will also provide a needed service to citizens who have developmental or acquired disabilities who require help. It will also provide assistance to those family members and others who are providing care to adults with disabilities who themselves need respite care.

7. Will not result in material damage or prejudice to other property in the vicinity.

The adult day program will be located in an existing building which has been developed for commercial uses, with existing parking, landscaping and lighting on site. No adverse damage is anticipated to other property in the vicinity as a result of the operation of this business at this site.

Attachments:

- Site Photos
- Building Department comments
- Engineering Department comments
- Fire Department comments
- Health Department comments
- Environmental Control Authority
- Application (SUP-14-013)







File # (Ex: MPR #07-111)	<i>Sup-14-013</i>
Brief Description	<i>Adult Day Care</i>
Project Address or APN	<i>APN #004-233-01</i>
Bldg Div Plans Examiner	<i>Ray Proffitt</i>
Review Date	<i>11-5-2014</i>
Total Spent on Review	

BUILDING DIVISION COMMENTS:

1. Commercial submittals shall show compliance with the following codes, and adopted amendments:

- 2012 International Building Code
- 2009 International Energy Conservation Code
- 2012 International Fire Code
- 2012 Uniform Mechanical Code
- 2012 International Mechanical Code
- 2012 Uniform Plumbing Code
- 2011 National Electrical Code
- 2009 ICC/ANSI A117.1 (For accessible design)
- 2011 Northern Nevada Amendments
- 2012 Northern Nevada Amendments



2. Project requires application for a Building Permit and plan submittal to the Carson City Building Division. The Building Division will provide review and inspection of the project to verify compliance with adopted codes and municipal ordinances, based on the scope of the project.

3. The required plan shall include interior modifications required to provide an interior accessible route throughout the building as well as providing accessible sanitary facilities.

4. As a part of a submittal, provide a separate plan sheet, which clearly shows the *Accessible Route / Exit Discharge Plan*. The required plan shall have the following minimum information for the accessible entrance of the facility from the public right of way. ('12 IBC Section 1007, 1104.1 & ICC/ANSI A117.1-2009 Chapter 4 & 5):

- Indicate accessible route surface
- Indicate accessible route slope
- Indicate accessible route width (Minimum width is 36" (thirty-six inches); however, if the route is near a drop or change in elevation, a guard may be required. (ICC/ANSI A117.1-2009 Section 4 03.5 & Table 403.5)
- Indicate accessible route turn radius
- Indicate all accessible ramps, with a dimensioned cross section details indicating slope & guardrails (where applicable)
- Indicate the location and type of the detectable warning surface at curb ramps, island or cut-through medians (ICC/ANSI A117.1-2009 Sections 406.13, 406.14 & 705)
- Indicate all accessible parking, with signage
- Indicate location of all building and site accessible signage, with an elevation view to verify compliance with required text, height, etc.

NOTE: The *Accessible Route / Exit Discharge Plan* shall clearly show the accessible route from the accessible entrance of the facility to the accessible parking, public streets and sidewalks – as applicable to the site. ('12 IBC 1007.2, 1023.6, & 1104.1)



**Engineering Division Planning
Commission Report File
Number SUP 14-013**

TO: Planning Commission

FROM Rory Hogen, E.I.

DATE: October 15, 2014

MEETING DATE:
November 18, 2014

SUBJECT TITLE:

Action to consider a special use permit to remodel the structure at 709 E Robinson to be an Adult Day Care Center, apn 04-233-01.

RECOMMENDATION:

The Engineering Division has no preference or objection to the special use request.

DISCUSSION:

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

CCMC 18.02.080 (2a) - Adequate Plans

The plans are adequate for this review.

CCMC 18.02.080 (5a) - Master Plan

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

CCMC 18.02.080 (5c)- Traffic/Pedestrians

The request is not in conflict with pedestrian or traffic movements. City will require a loading area and ADA access from Walsh St. to the building. Since this is a change of use, the driveway approach on Walsh St. along with about 10 feet of sidewalk must be replaced to current City and ADA standards, and about 100 feet of curb gutter and sidewalk must be replaced on Robinson St. from near the driveway approach to the return at Roop St.

CCMC 18.02.080 (5d) - Public Services

City water and sewer services are adequate for this establishment.



November 12, 2014

SUP-14-013

Since the project nature has changed since the original comments in April, those April comments are no longer valid and can be disregarded. Based on the new project description, we don't have any additional conditions or concerns.

Dave Ruben
Captain – Fire Prevention
Carson City Fire Department
777 S. Stewart Street
Carson City, NV 89701

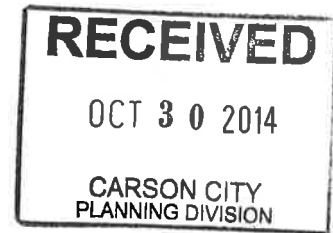
Direct 775-283-7153
Main 775-887-2210
FAX 775-887-2209

The original comments from April 3, 2014, which are to be disregarded, are the following:

1. The project involves a change of use from B occupancy to I-4 occupancy. The project must comply with the adopted Carson City fire and building codes as amended for a new I-4 occupancy.
2. The project must comply with any licensing requirements of the Nevada State Fire Marshall Division.
3. Depending on the final layout of the project, it may require fire sprinklers and a fire alarm system. The attached plans indicate office use and do not provide enough detail to provide more comment information.

October 30, 2014

SUP-14-013



Carson City Health and Human Services has no concerns with the application as submitted. Applicant needs to contact the State Agency who regulates this type of operation:

Department of Health and Human Services
Nevada Division of Public and Behavioral Health
Health Care Quality and Compliance
727 Fairview Dr, Suite E
Carson City, NV 89701
(775) 684-1030

dboothe@carson.org

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October 13, 2014

Planning Commission

Re: # SUP – 14-013

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 – 14- 013 (709 East Robinson St.) project:

1. If greater than 160 square surface feet of material is being disturbed. The following requirements will apply.
 - a. An asbestos assessment on materials being disturbed. Submit copy of assessment to Building Dept.
 - b. Submit Carson City Asbestos Assessment Form.
 - c. Depending on assessment results an EPA 10 Day Notification might 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

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:

RECEIVED

CCMC 18.02

OCT 08 2014

SPECIAL USE PERMIT

FEE: \$2,450.00 MAJOR CARSON CITY
\$2,200.00 MINOR PLANNING DIVISION
(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 - *Need owner signature*
 - ☐ Written Project Description *need*
 - ☒ Site Plan *need revised*
 - ☐ Building Elevation Drawings and Floor Plans *need revised*
 - ☒ Proposal Questionnaire With Both Questions and Answers Given *floor plan*
 - ☒ Applicant's Acknowledgment Statement *need*
 - ☐ Documentation of Taxes Paid-to-Date (1 copy)
 - ☐ Project Impact Reports (Engineering) (4 copies) *N/A*

Application Reviewed and Received By: *[Signature]*

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 # SUP - 14 - 013

REM-NV 775-841-3111
APPLICANT PHONE #

2701 Northgate Ln #1 Carson City NV, 89706
MAILING ADDRESS, CITY, STATE, ZIP

adinamarie.lindbloom@themenfornetwork.com
EMAIL ADDRESS

Universal Trust
PROPERTY OWNER PHONE #

152 Bonanza Dr., Carson City, NV, 89706
MAILING ADDRESS, CITY, STATE, ZIP

Adinamarie Lindbloom 775-841-3111
APPLICANT AGENT/REPRESENTATIVE PHONE #

2701 Northgate Ln #1 Carson City, NV, 89706
MAILING ADDRESS, CITY, STATE, ZIP

adinamarie.lindbloom@themenfornetwork.com
EMAIL ADDRESS

Project's Assessor Parcel Number(s):

004-233-01

Street Address ZIP Code

709 E. Robinson St., 89701

Project's Master Plan Designation

Project's Current Zoning

RO & GO

Nearest Major Cross Street(s)

Roop St.

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:

Adult Day Program for adult with Disabilities

PROPERTY OWNER'S AFFIDAVIT

I, _____, 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 _____, 20____, _____, 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

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.

REM-NV, REACH ADULT DAY PROGRAM

2701 NORTHGATE LANE, SUITE 1, CARSON CITY, NV, 89706

10/17/2014

Adinamarie Lindbloom
REM-NV, REACH Adult Day Program
2701 Northgate Lane, Suite 1, Carson City, NV, 89706

Carson City Planning Division
108 E. Proctor St.
Carson City, NV 89701

REM-NV, a partner of The MENTOR Network, has been offering its services to the citizens of Carson City for the past five years. We are dedicated to serving individuals with intellectual and developmental disabilities. Our mission and values are to offer adults and their families quality service and support that lead to growth and independence regardless of the intellectual, physical, and behavioral challenges they may face. We believe individuals of all disabilities deserve the opportunity to realize their full potential through the services and support the community provides.

The Reach Program focuses on the goals that each individual has set for themselves. Each individual's day is structured so they can participate in the activities that are important to them. With community integration and person-centered planning, the program empowers each individual to lead a more fulfilling life. The Reach Program is also committed to educating individual skills that are essential for everyday life such as: safety skills, personal skills, and personal rights. Program participants also regularly attend community outings which include, but are not limited to, trips to museums, parks, and community events.

Currently, the Reach Program is located at 2701 Northgate Lane. Our intent is to relocate to 709 East Robinson St. REM believes the new location will provide a home style setting, professionalism and a better opportunity to serve the program participants. The floor plan of the new building is very conducive to our program as it provides us an area for large group activities as well as individual rooms which will be used to teach vocational and basic everyday life skills. The occupancy will be no more than thirty five program participants with a fluctuating staff determined by the amount of participating participants; this will not exceed fifty total individuals in the building at one time.

Minor improvements will be made to the interior of the building such as painting and installing an Americans with Disabilities Act (ADA) restroom. Building interior improvements will begin December 2014. Projected occupancy for the program is February 1, 2015.

Ultimately, REM-NV believes the transfer of the buildings will provide a more effective program which will benefit both the community and the families that are involved with the program.

Adinamarie Lindbloom
Program Director
REM-NV, REACH Adult Day Program

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

A. Meet the provisions of the Growth Management Ordinance?

REM-NV is in complete compliance with the Ordinance. We do not anticipate going over a 400 gallon water use per day.

B. Use Sustainable building materials and construction techniques to promote water and energy conservation?

Sustainable building material will be used in constructing ADA accessible restrooms. Water efficient toilets and faucets are currently established in the building. Lights will be updated to energy efficient light fixtures.

C. Located in a priority infill development area?

Yes, we will be occupying an underutilized, vacant building in a priority infill and redevelopment area.

D. Provide pathway connections and easements consistent with the adopted Unified Pathway's Master Plan and maintain access to adjacent public lands?

Access to adjacent public land will be maintained. There are plans to have the parking lot west of the property modified to have wheelchair accessibility for transportation loading and unloading. Current pathways leading into the building will be repaired due to spalled surfaces. No additional alteration to pathways or easements will be made.

E. Protect existing site features, as appropriate, including mature trees or character-defining features?

REM is requesting a fence be placed at the south side of the property. A company sign will be placed on the north- east side of the building where a pylon already exists. No trees, mature or other are being removed and defining features remain unchanged.

Question 2: Will the effect of the proposed development be detrimental to the immediate vicinity, or the general neighborhood?

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

To the North: Single family dwelling with family residential and general office zoning.

To the South: One family dwelling with general office and residential zoning, one undeveloped 0.310-acre lot – general office and residential zoning.

To the West: Single family resident in general office zoning.

To the East: Single family residence in residential and office zoning.

B. Explain why your project is similar to existing development in the neighborhood, and why it will not hurt property values or cause problems, such as noise, dust, odors, vibration, fumes, glare, or physical activity, etc. with neighboring property owners. Will the project involve any uses that are not contained within the building? If so, explain. How will construction-dust be contained? How will appearance differ from neighbors?

709 E. Robinson is an existing property with no new plan development that would diminish property value. There will be no issues associated with noise, dust, odors, vibrations, fumes, or glares that would affect neighboring property owners. Building modifications will be exclusive to the interior. The property is similar to the other existing development in the neighborhood. The current land use is for offices, professional, and business services with residential zoning and general office zoning. There will be no exterior changes to the building other than the requested four foot high fence to be located on the south of the building. The fence will be the length of the building. At this point, The Day Program consists of caregivers, administrator, and adults with disabilities. Activities are held inside of the building as well as outside when weather permits. Outside activities may include but are not limited to leisurely walks, picnics, nature observation, and community outings to museums, parks and things of the like.

C. How will the project not be detrimental to the use, peaceful enjoyment or development of surrounding properties and the general neighborhood?

There will be no detriment to the use, peaceful enjoyment or development of surrounding properties or the general neighborhood. Our services are for adults with intellectual and developmental disabilities and emphasize community integration while recognizing the specialized and often complex needs of individuals we serve.

D. Consider the pedestrian and vehicular traffic currently existing on the road. What impact will the project have when successfully operating? Will vehicles be making left hand turns? Will additional traffic lights be needed? Will traffic substantially increase? What will be the emergency response time? How did you arrive to this conclusion? Explain the effect of your project with the existing traffic in the area.

In consideration to the pedestrian and vehicular traffic that currently exist; there will be no needs for additional walkways or traffic lights. The majority of the individuals we serve utilize JAC assist and private taxis contracted by Logisticare. The remaining individuals are transported to the location by personal caregivers. East Robinson is already a JAC assist route with the appropriate signs already in place. We will not be causing traffic to increase substantially in the area nor will traffic light need to be installed. Our hours of operation are Monday through Friday 9:00am to 3:00pm; there will be staff arriving and individuals being dropped off during opening hour as well as staff leaving and individuals being picked up at closing hour. Vehicles will be making left hand turns. There are plans to have the JAC assist unload and load on Welsh St, but

there are no foreseeable issues with this. 709 E. Robinson St. is located within one (1) mile from the fire department and approximately four (4) miles from Carson Tahoe Regional Medical Center. Consultation with the transportation department, Carson City Community Development and Planning Division has been made to reach this conclusion.

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

REM specializes in serving individuals with intellectual disabilities, developmental disabilities, autism, dual-diagnosis, and acquired brain injuries. REM is skilled at assessment and program planning for individuals with disabilities who qualify through Rural Regional Center. Our program focuses on community integration for the individuals we serve. We incorporate center-based activities while utilizing resources in Carson City. As the program grows there will be offers of employment for the citizens of the community. The program utilizes the local Fire Department for CPR and First Aid certification for our employees, as well as shop locally for program needs.

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?

The project will not affect the school district. We are an Adult Day Program. The majority of the individuals we serve are not part of the student population. The minimum age requirement to be accepted into the program is eighteen (18). We will not need additional assistance from the Sheriff's Office.

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

There will be no covering of land or compacting surface for our project.

C. Are 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?

REM's water usage is not expected to exceed 400 gallons per day. This includes office use as well as irrigation. Water pressure for the area is between 55-100 psi and is served by city sewer and water.

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?

709 East Robinson is serviced by city sewer and there is adequate capacity in the disposal trunk for our programs use.

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

No road improvements are needed for our program. Patrick Pittenger, Transportation Manager, has been consulted on this matter.

F. Indicate the source of the information that you're providing to support your conclusion and Statements made in this packet.

Susan Pansky, Planning Division; Patrick Pittenger, Transportation Manager; Dave Ruben, Captain, Carson City Fire Department; Phil Herrington & Ray Proffitt, Chief Building Official; Rory Hogen for water and sewer.

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

There is no additional lighting as part of the project.

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

There is no proposed landscaping for our project.

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

Currently there are 14 available parking spaces, one of which is designated for handicap parking. One of the parking spaces will be stripped off to use as an easement for loading and unloading for JAC assist. This will leave 13 available parking spaces, including one handicap, designated solely on the property. This will accommodate parking for staff and any. The program is currently staffed at 7 employees Monday through Friday. Individuals attending the program use JAC assist or utilize private transportation for drop off and pick-up. We do not anticipate off-site parking.

ACKNOWLEDGMENT OF APPLICANT

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



Applicant

10/8/2014

Date

ACKNOWLEDGMENT OF APPLICANT

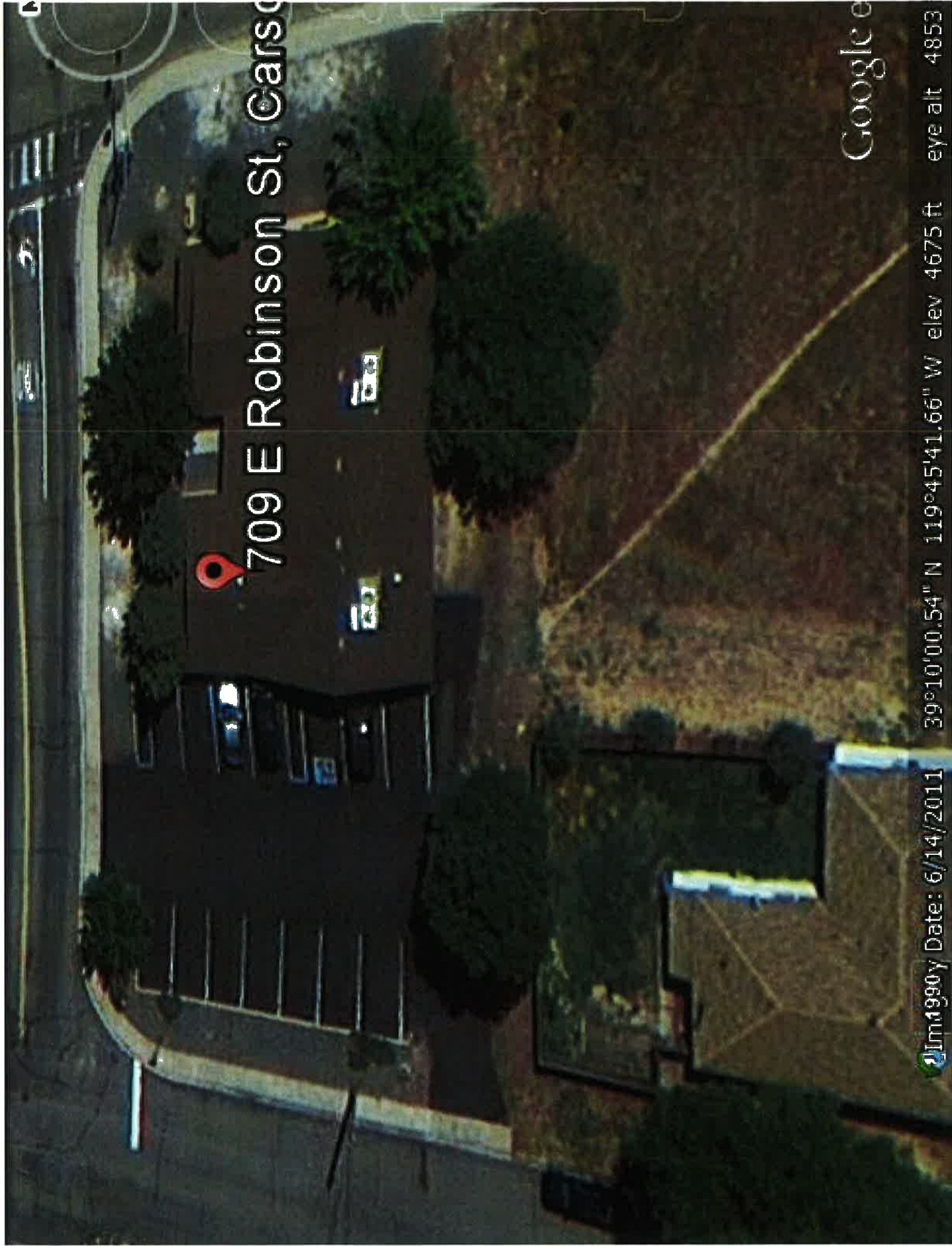
I certify that the forgoing statements are true and correct to the best of my knowledge and belief. I agree to fully comply with all conditions as established by the Planning Commission. I am aware that this permit becomes null and void if the use is not initiated within one-year of the date of the Planning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

Applicant

A large, stylized handwritten signature in dark ink, written over a horizontal line. The signature is cursive and appears to be 'D. A. W.' followed by a large flourish.

Date

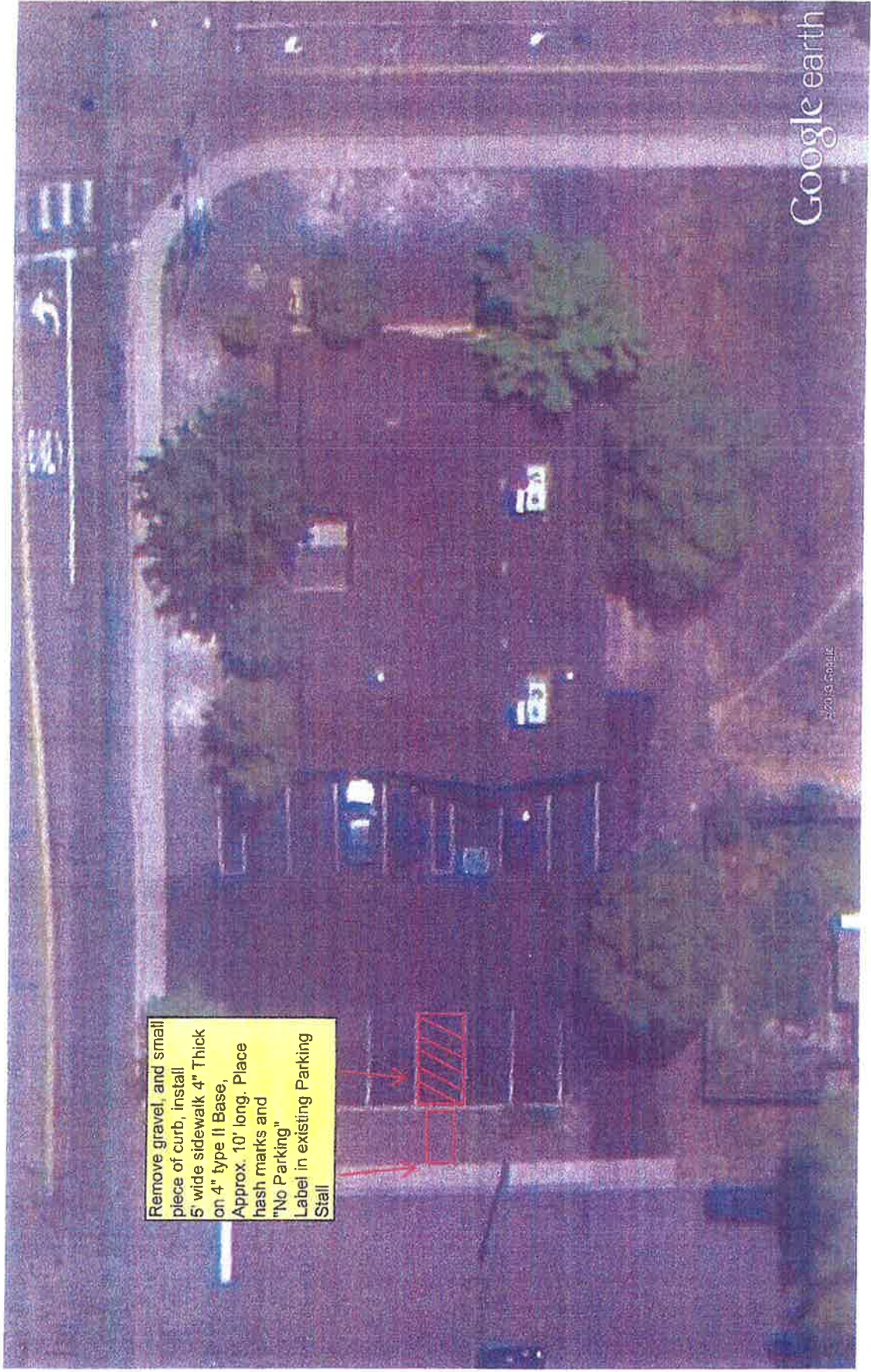
10/8/14



709 E Robinson St, Carson

Google e

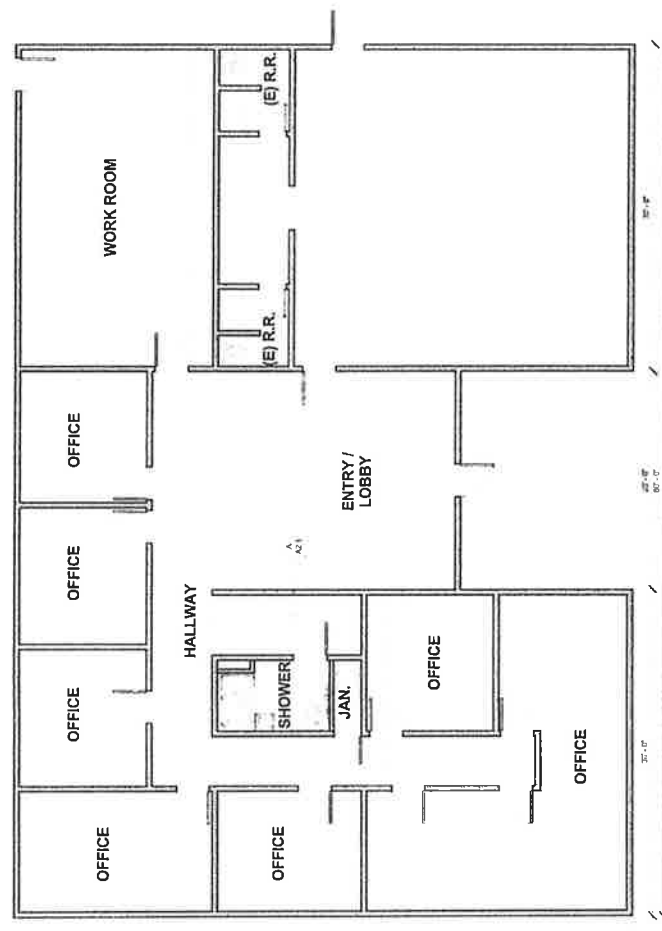
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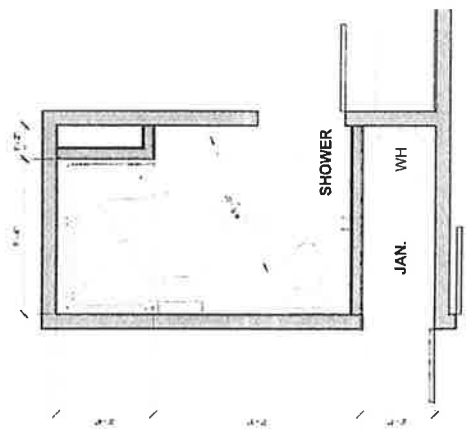
Google earth



709 ROBINSON ST.
SIDEWALK ACCESS



FLOOR PLAN
11'0" x 11'0"



ENLARGED SHOWER ROOM
A 12'-0" x 11'0"

General Notes

1. All dimensions are in feet and inches.

2. All work shall be in accordance with the latest edition of the Building Code of the City of Las Vegas.

3. All materials shall be of the highest quality and shall be approved by the City Engineer.

4. All work shall be completed within the specified time frame.

5. All work shall be done in accordance with the latest edition of the Building Code of the City of Las Vegas.

6. All work shall be done in accordance with the latest edition of the Building Code of the City of Las Vegas.

7. All work shall be done in accordance with the latest edition of the Building Code of the City of Las Vegas.

8. All work shall be done in accordance with the latest edition of the Building Code of the City of Las Vegas.

9. All work shall be done in accordance with the latest edition of the Building Code of the City of Las Vegas.

10. All work shall be done in accordance with the latest edition of the Building Code of the City of Las Vegas.

Project Name and Address

10000 S. LAS VEGAS BLVD.
SUITE 100
LAS VEGAS, NV 89143

JOEY LESSONDE DESIGNS
ARCHITECTS
10000 S. LAS VEGAS BLVD.
SUITE 100
LAS VEGAS, NV 89143

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PROPOSED FLOOR PLAN
FOR
REM NEVADA

FLOOR PLAN

Sheet	1 of 1	Scale	As noted
Project Number	140217	Client	REM NEVADA
Drawn By	JLD	Check By	JLD

A2.1

General Notes

No. _____
Date _____

Revisions/Notes

Date _____

Architect



JAGT LASSONDE DRAFTING
AND DESIGN, INC.
775-527-3483
7841 GARDEN DRIVE, SUITE 100
LAS VEGAS, NEVADA 89129

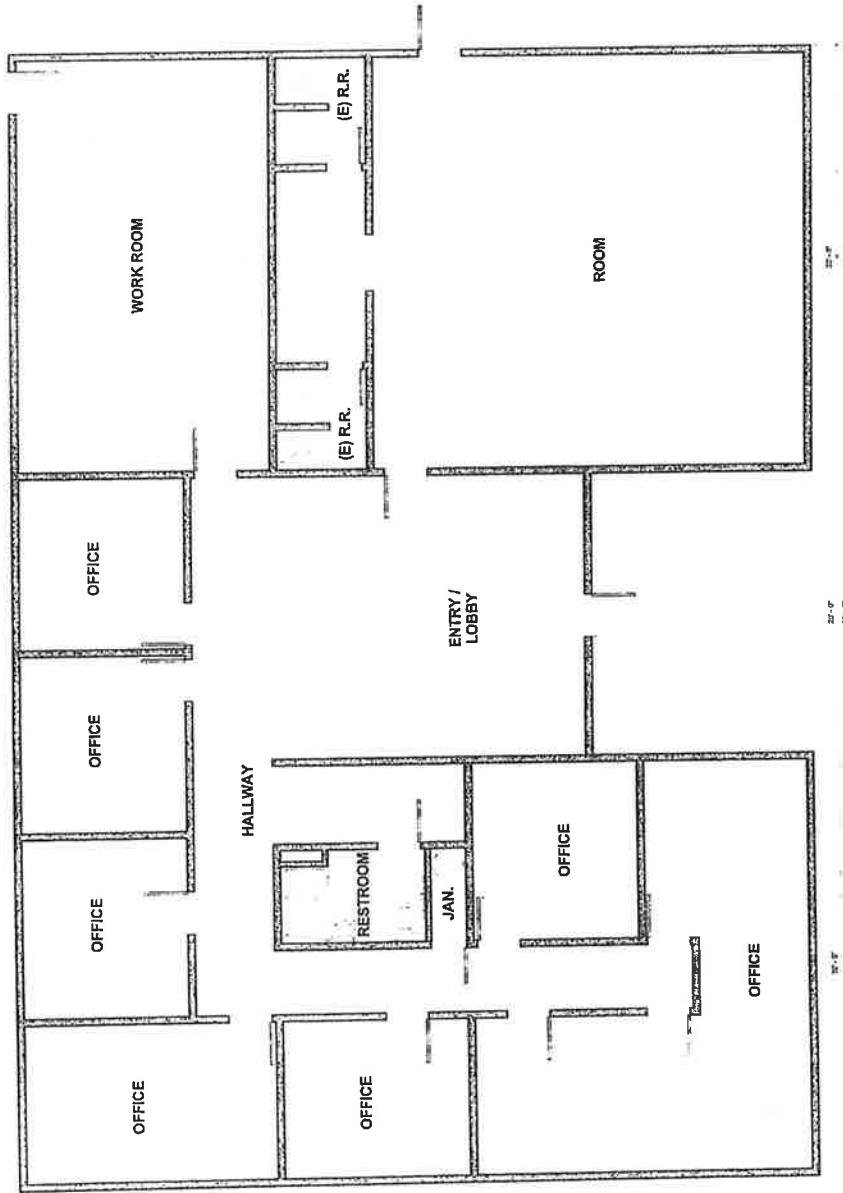
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Project Name and Address:
PROPOSED FLOOR PLAN
FOR
REM NEVADA

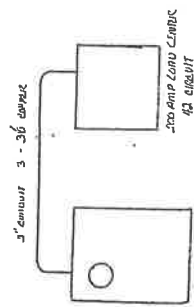
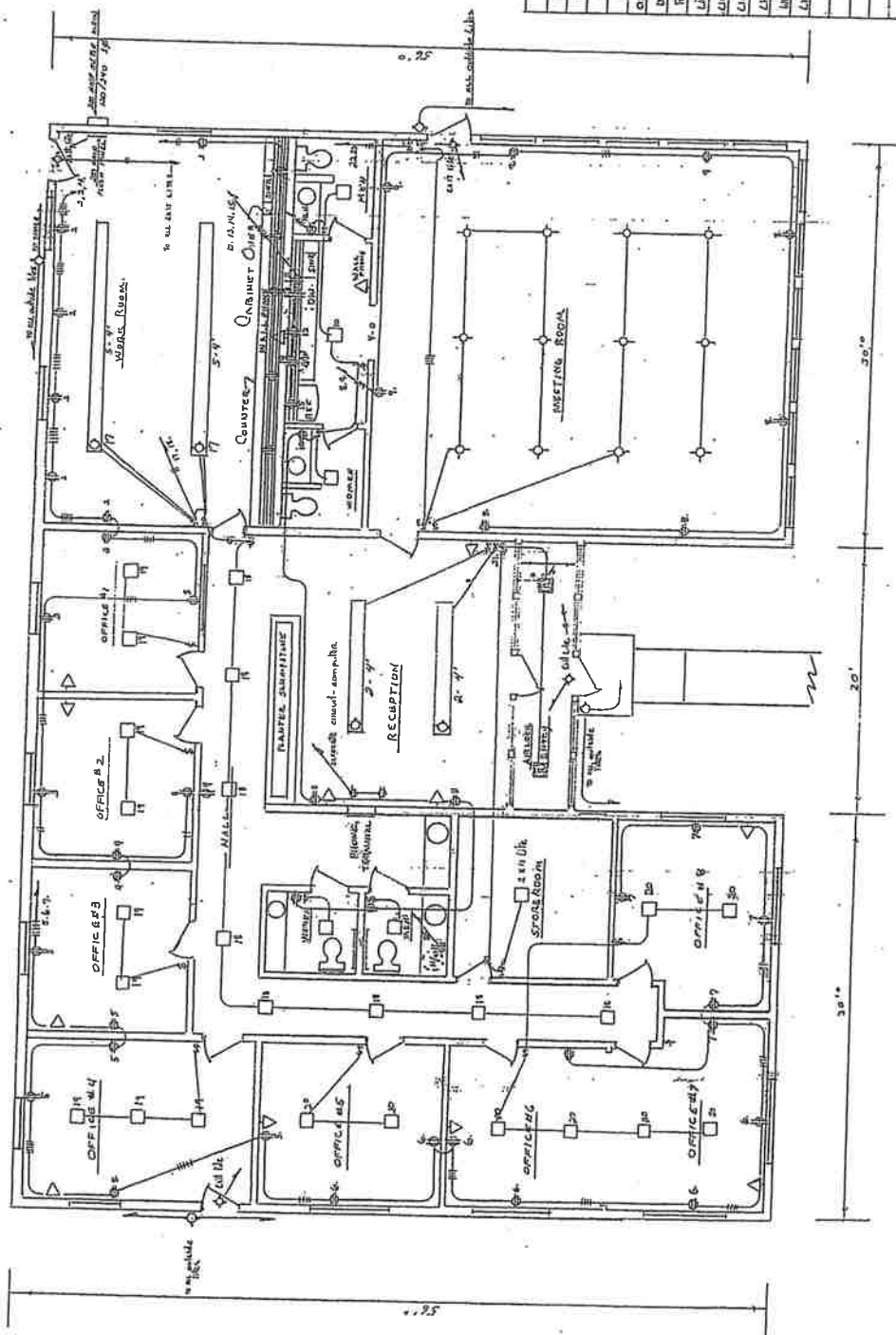
1715 EAST ROBINSON
FARMER CITY, NEVADA

2nd
FLOOR PLAN

Date _____
Project Number _____
Scale _____
Sheet _____
A2.1



FLOOR PLAN
2nd FLOOR



DATE 12/24/2011

[illegible]

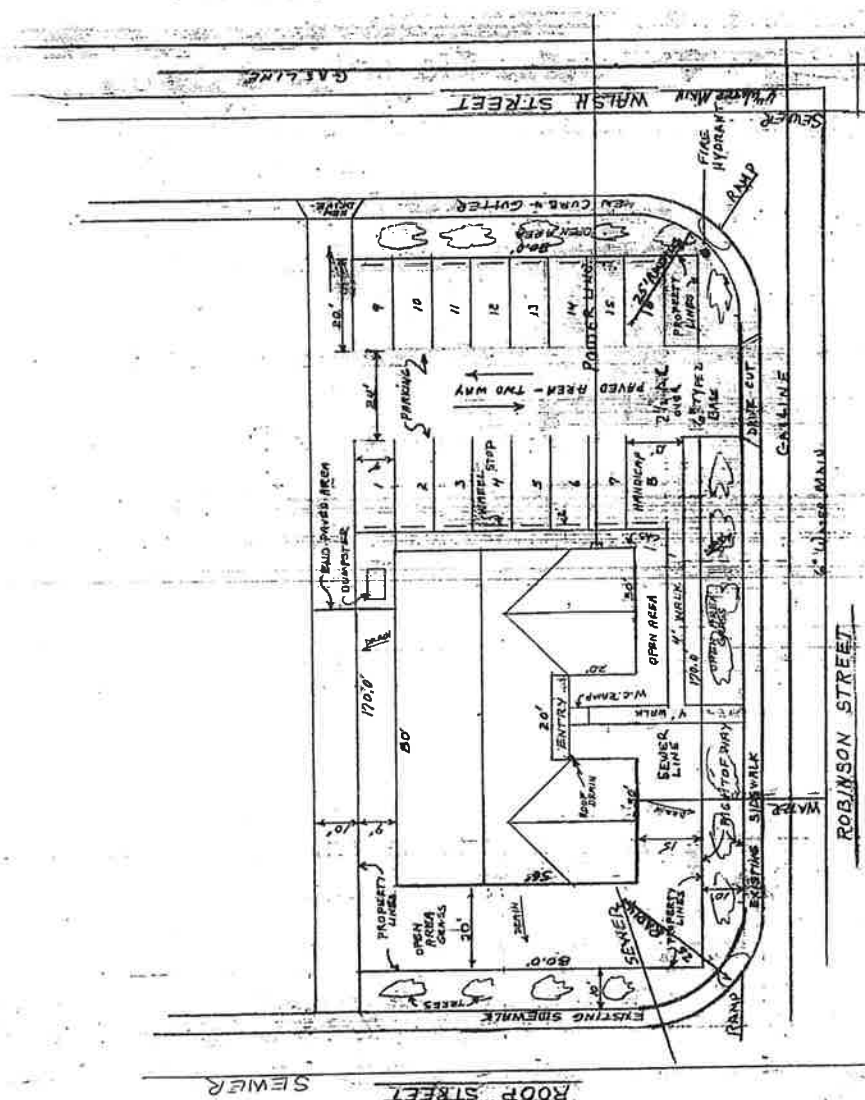
ELECTRICAL DESIGN & ANALYSIS
BY A.E. WHITE ELECTRIC, INC.
LOS ANGELES, CALIF. 90015
RESPONSIBILITY VALID ONLY
IF INSTALLATION IS MADE
BY THIS FIRM

PROPOSED OFFICE BLDG FOR S. A. E. A.

DATE	APR 12	APPROVED BY	
BY	W. H. M.	DATE	APR 28

ELECTRICAL PLAN

MILLARD CONSTRUCTION CO.
CHICAGO, ILL. MAY 1928



- NOTES:
1. BUILDING: 4160' - LOT SIZE: 13600'
 2. PARKING AVAILABLE - 16 SPACES (ONE HANDICAPPED)
 3. REQUIRED - 12.8 SPACES
 4. PAVED AREA - 5506' (ON PROPERTY)
 5. HYDRO AREA - 3938' (ON PROPERTY)

PROPOSED OFFICE BLDG FOR SNEA -

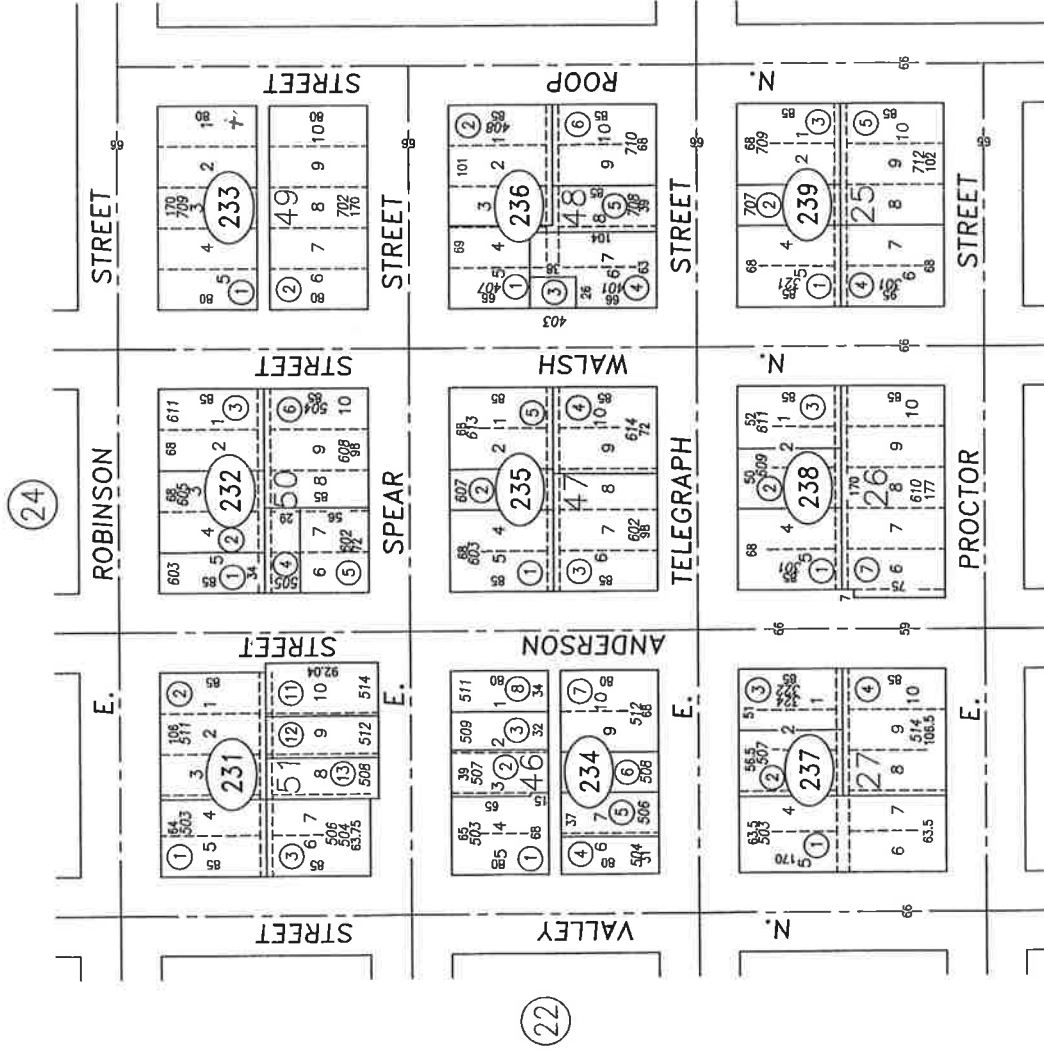
SCALE: 1" = 20'	APPROVED BY:	DRAWN BY: D. G. G.
DATE: 4/84	REVIEWED:	

PLOT PLAN

MILLARD CONSTRUCTION CO.
CARSON CITY, NEVADA - 702-682-5400.

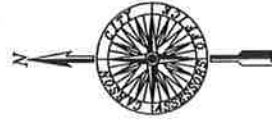
DRAWING NUMBER

PORTION SE1/4 NW1/4 SECTION 17
T.15 N., R.20 E., M.D.B. & M.



BLOCK	DOCUMENT	DATE
25	BK 8 PG 494	2/23/94
26	BK 8 PG 233	4/6/49
27	BK 8 PG 362	7/6/51
48	BK 7 PG 271	9/7/65
50	COUNCIL MIN.	10/7/92
51	284902	10/7/92

004-231-11	BLA ADJ.	308811
004-231-12	BLA ADJ.	308811
004-231-13	BLA ADJ.	308811



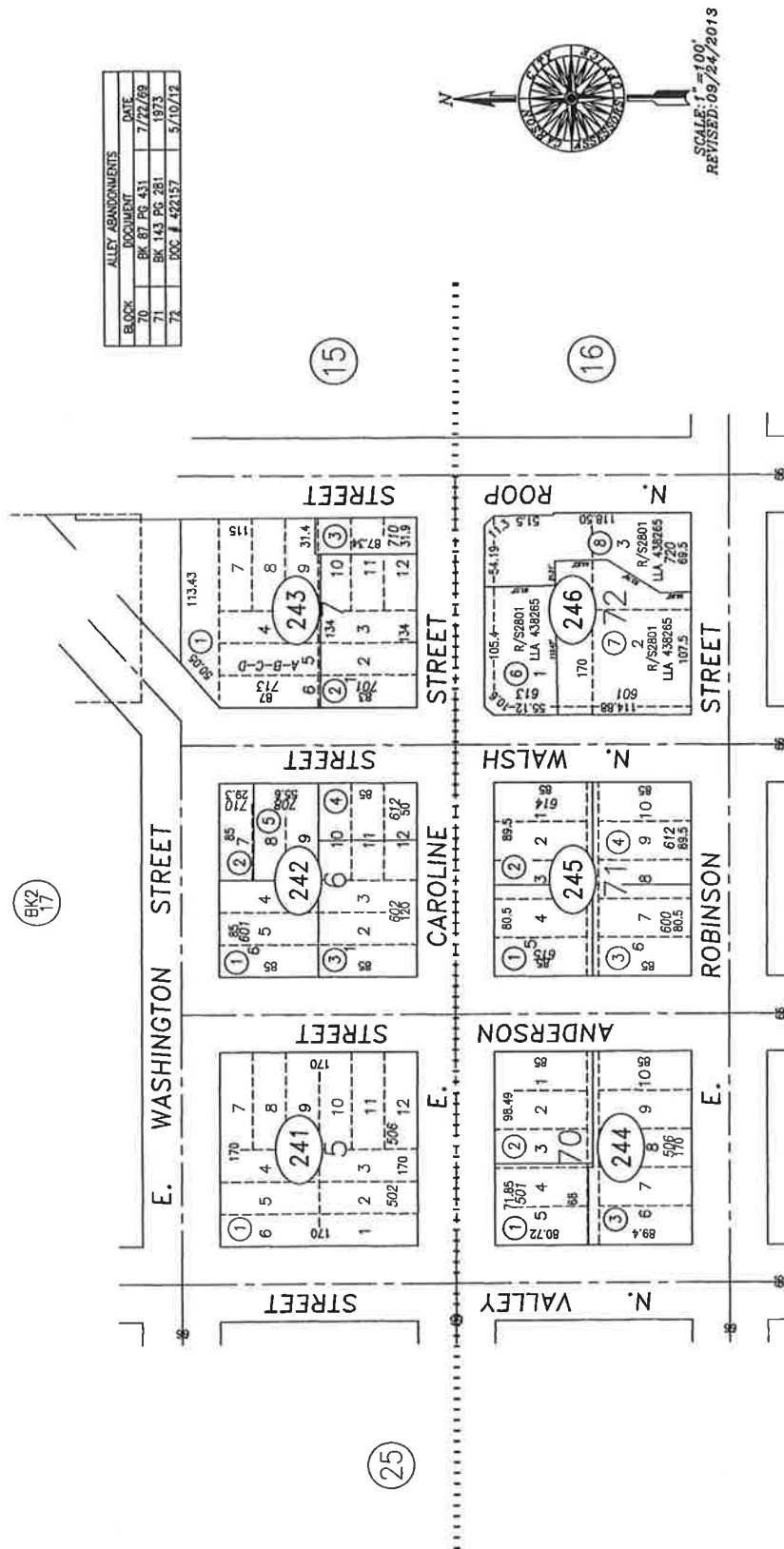
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REVISED: 06/29/2010

MUSSEY DIVISION

NOTE: SOME PARCELS DIMENSIONED HEREON MAY NOT BE EXACTLY AS SHOWN DUE TO DISCREPANCIES BETWEEN LOT LINES. THIS MAP IS PREPARED FOR THE USE OF THE CARSON CITY, NEVADA, RECORDS DEPARTMENT. IT IS NOT A SURVEY. NO LIABILITY IS ASSUMED AS TO THE SUFFICIENCY OR ACCURACY OF THE DATA OBTAINED HEREON. YOU CAN VIEW AND PRINT OUR DATA ONLINE AT: WWW.CARSON-CITY.NV.GOV

PORTION SE1/4 NW1/4 SECTION 17
T.15 N., R.20 E., M.D.B. & M.

VAN WINKLE & PROCTOR ADDITION



PARCELS 004-246-02 IS NOW 06 & 004-246-04 IS NOW 06 DOC 004-246-05 IS NOW 07 LIA 438265 R/S 2801

MUSSEY DIVISION

SCALE: 1"=100'
REVISED: 08/24/2013

PORTION SW1/4 NE1/4 SECTION 17, T.15 N., R.20 E., M.D.B. & M.

POGUE SUBDIVISION

RECORDED 1/11/62

