

**City of Carson City  
Agenda Report**

**Date Submitted:** February 10, 2015

**Agenda Date Requested:** February 19, 2015  
**Time Requested:** 15 minutes

**To:** Mayor and Board of Supervisors

**From:** Community Development - Planning Division

**Subject Title:** For Possible Action: To accept the Carson City Master Plan Annual Report. (MPA-14-148) (Lee Plemel)

**Staff Summary:** State law (NRS 278.190) requires the Planning Commission to annually make recommendations to the Board of Supervisors regarding the implementation of the Master Plan. The attached report includes information regarding past, current and future Master Plan implementation actions for the Board's consideration.

**Type of Action Requested:**

☐ Resolution  
☒ Formal Action/Motion

☐ Ordinance  
☐ Other (Specify)

**Does This Action Require A Business Impact Statement:** ( ) Yes (X) No

**Planning Commission Action:** Recommended acceptance of the Master Plan annual report on November 18, 2014, by a vote of 4 ayes, 0 nays, and 3 absent.

**Recommended Board Action:** I move to accept the Carson City Master Plan Annual Report from the Planning Commission.

**Explanation for Recommended Board Action:** Recommendations regarding the Master Plan implementation strategies are forwarded at this time of year in order for the recommendations to be considered by the Board of Supervisors when City goals and priorities are set for 2015. Please refer to the attached staff report to the Planning Commission for more explanation.

**Applicable Statute, Code, Policy, Rule or Regulation:** CCMC 18.02.070 (Master Plan), NRS 278.190.

**Fiscal Impact:** N/A

**Explanation of Impact:** N/A

**Funding Source:** N/A

**Alternatives:** Refer the matter back to Planning Commission for further review and recommendations.

**Supporting Material:**

- 1) Planning Commission case record
- 2) November 18, 2014, staff report to the Planning Commission

**Prepared By:** Lee Plemel, Director

**Reviewed By:**

  
(Community Development Director)  
  
(City Manager)  
  
(District Attorney)  
  
(Finance Director)

Date: 2-10-15

Date: 2/10/15

Date: 2/10/15

Date: 2/10/15

**Board Action Taken:**

Motion: \_\_\_\_\_

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

Aye/Nay

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\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

# **CARSON CITY PLANNING COMMISSION**

## **CASE RECORD**

**MEETING DATE:** November 18, 2014

**AGENDA ITEM NO.:** F-4

**APPLICANT(s) NAME:** N/A  
**PROPERTY OWNER(s):** N/A

**FILE NO.** MPA-14-148

**ASSESSOR PARCEL NO(s):** N/A  
**ADDRESS:** N/A

**APPLICANT'S REQUEST:** For Possible Action: To make recommendations to the Board of Supervisors on the annual Master Plan report.

**COMMISSIONERS PRESENT:**    ☐ CASTRO            ☒ ESSWEIN            ☐ SATTLER  
   ☒ DHAMI                    ☒ STEELE            ☐ OWEN            ☒ WENDELL

**STAFF REPORT PRESENTED BY:** Lee Plemel            ☒ **REPORT ATTACHED**  
**STAFF RECOMMENDATION:**    ☐ **CONDITIONAL APPROVAL**            ☐ **DENIAL**  
**APPLICANT REPRESENTED BY:** N/A

No persons spoke in favor or in opposition of the proposal

**DISCUSSION, NOTES, COMMENTS FOR THE RECORD:**

N/A

**MOTION WAS MADE TO RECOMMEND APPROVAL WITH THE FINDINGS AND CONDITIONS AS ENUMERATED ON THE STAFF REPORT**

**MOVED:** Esswein    **SECOND:** Steele    **PASSED:**    4/AYE    0/NO    0/ABSTAIN    3/ABSENT

**SCHEDULED FOR THE BOARD OF SUPERVISORS**

**DATE:** January 2015

## **STAFF REPORT FOR THE PLANNING COMMISSION MEETING OF NOVEMBER 18, 2014**

**FILE NO: MPA-14-148**

**AGENDA ITEM: F-4**

**STAFF AUTHOR:** Lee Plemel, AICP, Community Development Director

**REQUEST:** Review of the Annual Master Plan report and action to make recommendations to the Board of Supervisors regarding the implementation of the Carson City Master Plan.

**RECOMMENDED MOTION:** "I move to recommend to the Board of Supervisors acceptance of the 2014 Master Plan annual report."

### **BACKGROUND**

The purpose of this item is to:

1. Update the Planning Commission on Master Plan implementation activities; and
2. Review and make recommendations to the Board of Supervisors on the Master Plan Action Plan and other Master Plan-related matters.

NRS 278.190(1) states:

- 1. The [planning] commission shall endeavor to promote public interest in and understanding of the master plan and of official plans and regulations relating thereto. As a means of furthering the purpose of a master plan, the commission shall annually make recommendations to the [Board of Supervisors].*

The purpose of reviewing the Master Plan at this time of the year is for the Commission to make recommendations to the Board of Supervisors prior to the Board setting City goals and priorities for the next calendar year. The Board of Supervisors typically establishes City and staff goals early in each calendar year. Staff anticipates bringing the annual Master Plan report to the Board of Supervisors in January. Master Plan Amendments are only reviewed four times a year, with November being the last month during the year in which Master Plan Amendments are reviewed.

The Table of Contents from the 2006 Master Plan is attached to this report to provide a general overview of the broad "Guiding Principles" and goals of the Plan. The complete Master Plan document is not included in this packet due to its size. However, the Planning Commission may review their copies of the plan or go to the Master Plan documents web page at the following link to review the complete goals and strategies: [www.carson.org/masterplandocs](http://www.carson.org/masterplandocs). A copy can be obtained from the Planning Division upon request.

### **ACTION PLAN ACCOMPLISHMENTS AND RECOMMENDATIONS**

The Carson City Master Plan, adopted in April 2006, included an Action Plan chapter detailing specific actions necessary or desired to implement the goals and policies of the Plan. It includes the primary City department responsible for each specific action and the priority of the action established with the adoption of the Master Plan. (Note that current Board of Supervisors priorities may be different than those established in 2006; the priority ratings are merely intended to show how the action strategies were originally prioritized.) Attachment B is the 2015 Action Plan modified for this annual review.

The 2015 Action Plan matrix also includes some of the accomplishments towards the implementation measures. These actions and accomplishments are not all inclusive of the

activities related to Master Plan implementation but are intended to show a sampling of some of the coordinated efforts that are occurring or are planned.

**Accomplishment of 2014 Initiatives:**

The following action items were identified for implementation by the Planning Division as part of the 2014 Action Plan recommendations. A progress report and discussion on the status of each item is included, along with the related Master Plan Policy number. Additional accomplishments and progress towards action plan strategies are identified in the attached 2014 Action Plan.

1. V&T SPA 1.2 – Re-zone the private properties along Highway 50 East in the vicinity of the V&T Railroad alignment from General Industrial to a commercial designation consistent with the Master Plan Land Use Map.
  - o Responsible Departments: Planning

Progress Report: Planning staff inventoried existing zoning and uses within the V&T SPA (Specific Plan Area) in 2012, finding a mix of existing industrial/storage uses and vacant properties. If the area were rezoned to a commercial designation (e.g. General Commercial), a number of existing uses would become non-conforming. In 2013, the V&T Commission modified their long-term plans for the depot, eliminating the Drako Way site as the preferred site. Staff has been working with V&T representatives to better understand current plans for the depot to be able to evaluate potential long-range land use issues. Staff will continue to monitor V&T plans to make appropriate recommendations regarding rezoning properties in the vicinity.

2. V&T SPA 1.1, 5.4a – *Develop and adopt specific design standards for development within the V&T SPA (Specific Plan Area) to protect the scenic quality of the V&T route.*
  - o Responsible Departments: Planning

Progress Report: Almost all existing development within the V&T SPA predates the existing Development Standards in the Carson City Municipal Code. Staff believes the existing Development Standards are adequate—at least in the short-term—to address compatibility with potential future V&T Railroad uses. When the Master Plan was adopted, it was planned to bring the V&T Railroad down to the Drako Way vicinity, but those plans have recently changed. Until a final depot location is determined, staff does not believe it is appropriate to develop specific standards beyond currently adopted design standards. Zoning of surrounding properties is a more important issue in protecting the viability of the Railroad, once a depot site is established.

**Recommendations for 2015:**

The Board of Supervisors approved the conceptual design for the Downtown Carson Street project on November 6, 2014. Therefore, staff recommends implementing the following Master Plan strategies in 2015, as highlighted on page 2 of the attached Action Plan:

1. Develop Capital Improvements Program for Downtown enhancements; 8.1c—Identify necessary streetscape enhancements and parking strategies to coincide with the potential reduction in lanes along Carson Street.
  - o Responsible Departments: Public Works, Planning, Parks and Recreation
2. 5.6b—Continue to explore opportunities to establish a business improvement district in Downtown to help pay for public infrastructure improvements and/or Downtown area marketing and events coordination.
  - o Responsible Departments: Community Development, Public Works

In addition to the Downtown Carson Street project, City staff will be working on other corridor improvement projects in 2015 and subsequent years. Staff will also be participating in the Greening America's Capitals program with the U.S. Environmental Protection Agency in 2015, which will be a public-participation planning process to create designs for improvements to East William Street.

Given anticipated Planning Division staff workload and staffing resource limitations, staff recommends the Downtown Carson Street and other corridor improvements as the only Master Plan strategies for implementation within the next year.

#### **MASTER PLAN AMENDMENTS**

There was one Master Plan Amendment (MPA) application submitted in 2014: the State Lands MPA scheduled to be reviewed by the Planning Commission at the November Planning Commission meeting. This application has been initiated by the Planning Division in conjunction with the Carson City Parks and Recreation Department and Division of State Lands to facilitate the future sale of the property and the development of a trailhead on or near the property. Refer to the application provided for MPA-14-140 and ZMA-14-141 for more information regarding the Master Plan Amendment and Zoning Map Amendment for this property.

An increased number of requests for Master Plan Amendments could be an indication that the Master Plan and the Land Use Map should be evaluated for a possible update to the Plan. Over the last few years since the adoption of the Plan in 2006, there have been only a limited number of requests. Staff believes this indicates that the existing Master Plan Land Use Map remains relevant to accommodate the desired development of the City and, therefore, is an indication that broader Master Plan Land Use Map updates or changes do not need to be explored at this time.

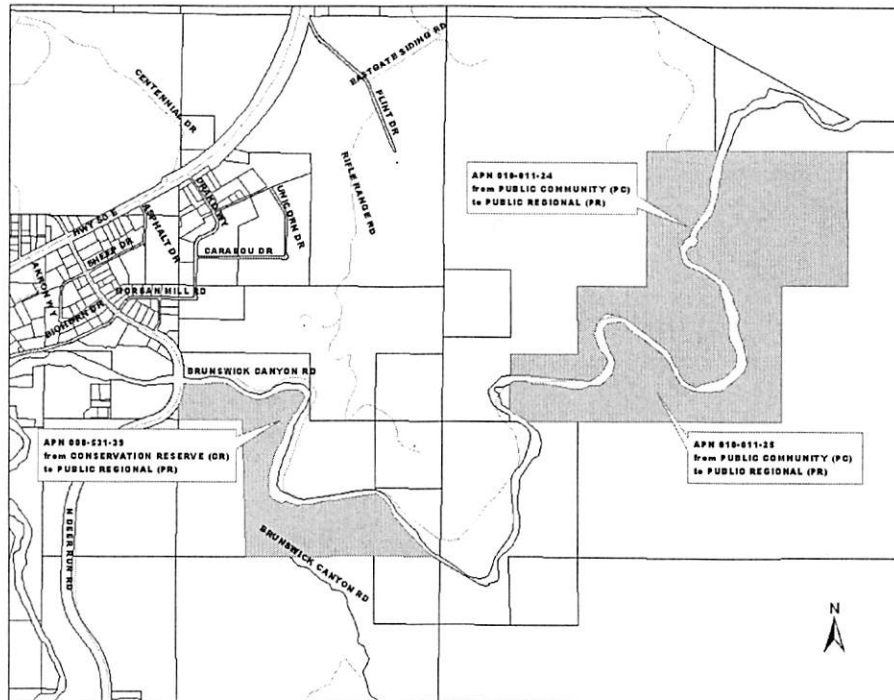
Assembly Bill (AB) 239 was adopted by the State Legislature in 2013 and requires local governments to adopt an "above-ground utility plan," including designated corridors for large transmission lines over 200 kV, to be included in the Master Plan. This update has not been completed, to date, and is not ready for Planning Commission review at this time due to lack of available Planning Division staff and other application and project priorities over the last few months. Staff will bring this amendment back to the Planning Commission and Board of Supervisors in 2015 as staff workload allows. It is anticipated that this Master Plan Amendment will need to involve various City departments and public outreach to identify above-ground utility corridors.

#### **LAND USE MAPPING CORRECTIONS**

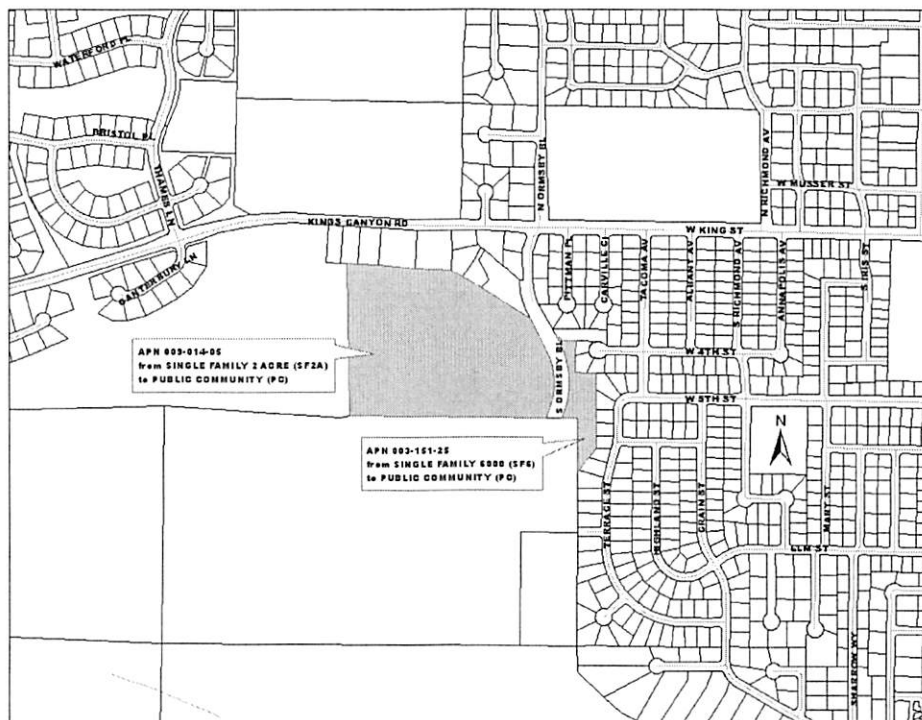
There are several Land Use Map and Zoning Map corrections that have been identified by the Parks and Recreation Department and Public Works Department related to City property acquisitions over the last two years. These amendments are not included for action during this Master Plan Amendment cycle due to Planning Division staff workload in the last few months. Staff will bring these amendments back to the Planning Commission and Board of Supervisors in 2015 as staff workload allows. These amendments are not critical but should be completed to reflect the public ownership and proposed land uses on the properties.

Following is a summary of the Master Plan Land Use Map and Zoning Map corrections for City-owned properties that will be brought back at a later date.

The first amendment is to correct the Master Plan land use designation and zoning for properties that were purchased by the Carson City Open Space program (Parks and Recreation Department) along the Carson River. Following is a map showing the subject properties (shaded areas).

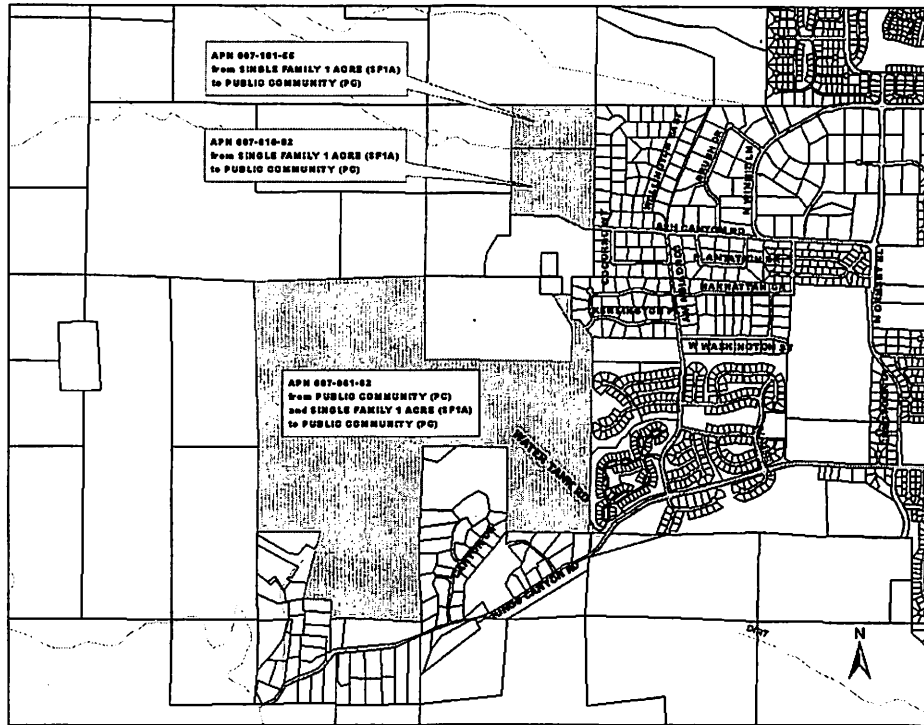


The second amendment also relates to an Open Space program purchase of the Potter property near King Street and Ormsby Boulevard. The map below shows the property location.



The third amendment relates to an Open Space program purchase and Public Work Utilities purchase of property on the west side of the City near the Quill Water Treatment Facility and

Ash Canyon water tanks vicinity. The following map shows the subject properties. Only a small portion in the northeast corner of APN 007-061-82 is proposed to change. The remainder of that property is already part of the Quill Water Treatment Facility property.



### **GROWTH TRENDS AND SUPPLEMENTAL INFORMATION**

The annual Master Plan report is an opportunity to provide information related to growth and development trends in Carson City and other information that may be useful in long-range planning strategies. This information may also help identify issues that should be addressed in future planning programs.

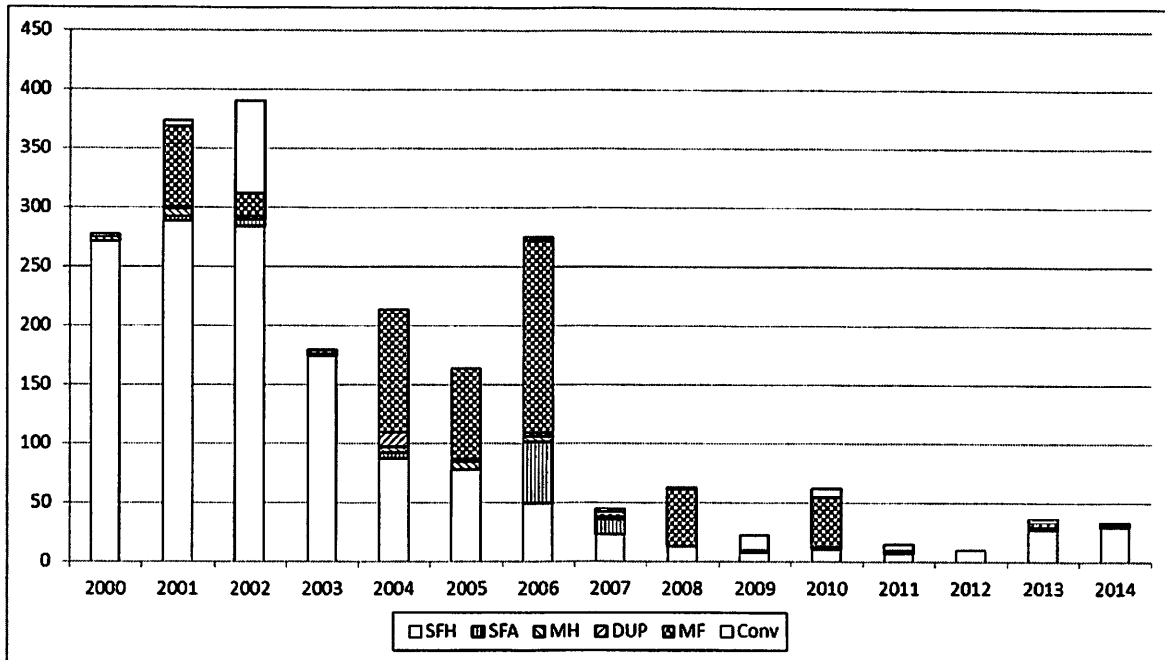
#### **Residential Growth and Development Trends:**

On the following page is a chart showing the total number of new residential building permits by the type of housing unit.

The submittal of applications for residential permits has remained relatively slow since 2006 when compared to 2006 and earlier. The City is beginning to see a slight increase in the number of new single-family homes being constructed over the last two years and staff anticipates this moderate upward trend to continue based upon conversations with people in the residential development business. There are approximately 1,200 approved single-family detached residential lots potentially available for future construction in existing and approved subdivisions, including nearly 1,000 approved subdivision lots that have not yet been recorded.



### Growth Management Allocations by Type



Source: Carson City Building Division  
 \* Through October 30, 2014

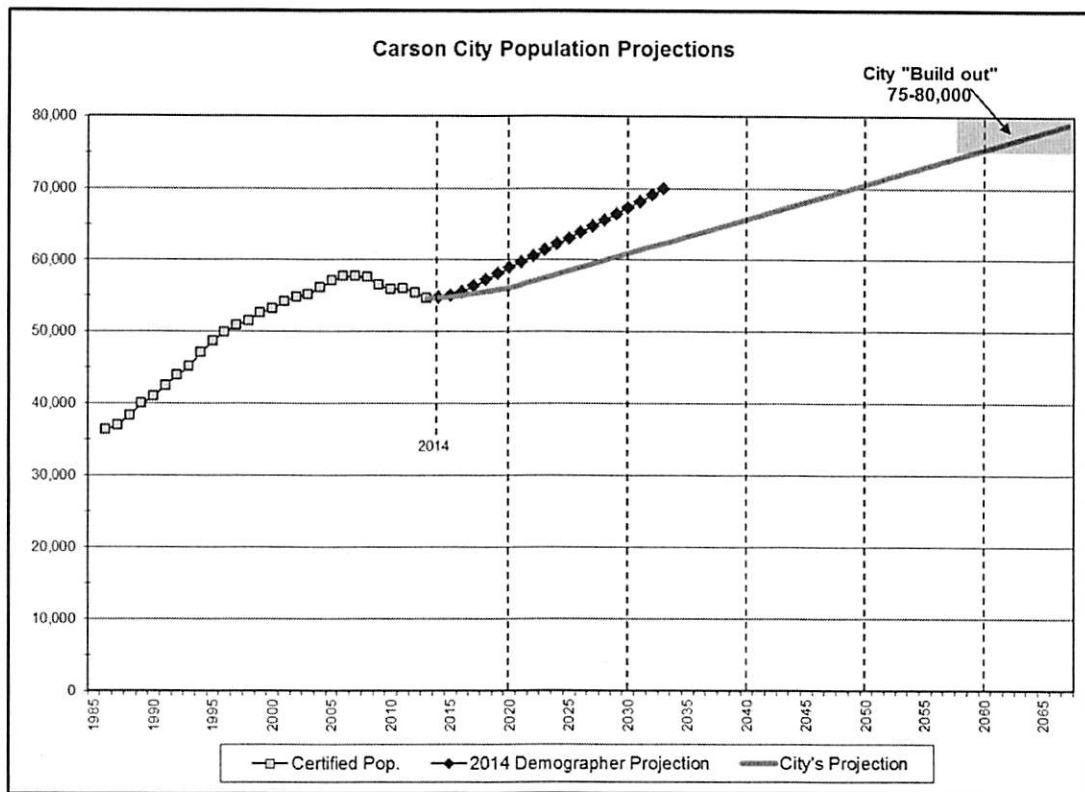
SFH = Single-family detached residence  
 SFA = Single-family attached residence  
 MH = Mobile Home

DUP = Duplex (two attached units, one ownership)  
 MF = Multi-family dwelling (3 or more units, one owner)  
 Conv = Conversion from private well to City water system

### Population:

City staff uses population projections to coordinate long-range plans such as the Transportation Master Plan, Water Plan, and Wastewater Reuse Plan. On the following page is a chart showing the latest State Demographer projections as well as the projection the City will use in evaluating long-range plans. Of note is that the State Demographer's 2014 projections have increased significantly compared to last year and prior years. This is a result of improved economic forecasts for the Northern Nevada region and includes projected impacts from the proposed Tesla facility in Storey County with its direct and indirect impacts. City staff's projection is for a more historic average growth pattern of approximately 0.8-1.0 percent, whereas the Demographer's projection is for growth closer to 1.5-1.8% over a sustained period. City staff will continue to monitor actual City growth and future Demographer projections to see if adjustments should be made in long-range planning assumptions.

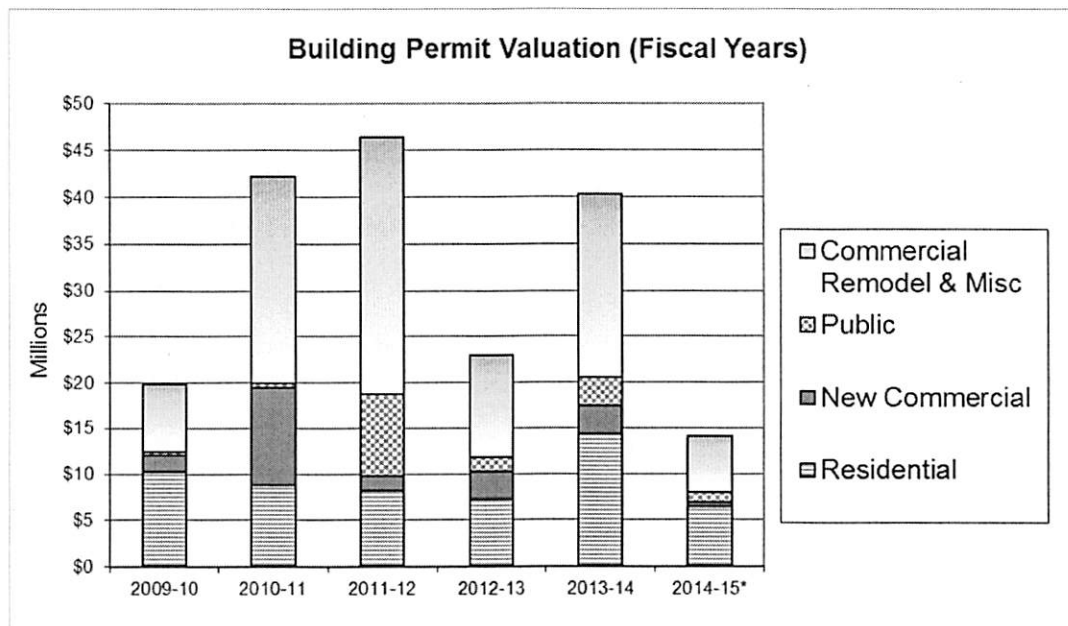
It is not anticipated that Carson City will reach its Master Plan buildout population of 75,000-80,000 for another 30-50 years, though growth trends will continue to be monitored. It would take approximately 8,000 additional dwelling units for Carson City to reach that buildout population (there are approximately 22,000 residential units in Carson City currently).



Source: Nevada State Demographer; Carson City Planning Division (City projection)

### Construction Activity and Development Trends:

The following chart shows building permit valuation history. This gives an indication of the overall pace of development and building activity. The City saw more overall construction in FY (Fiscal Year July-June) 2013-14 than the prior year, and the City approximately on pace to equal the 2013-14 numbers in 2014-15.

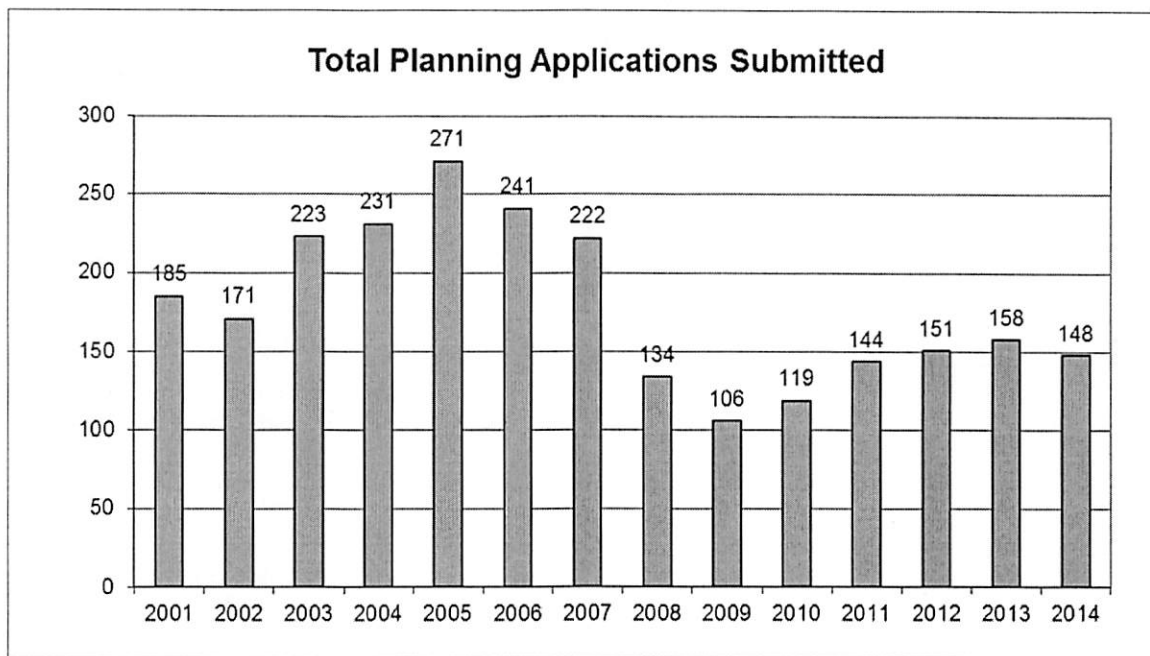


\* July-October 2014

Source: Carson City Building Division

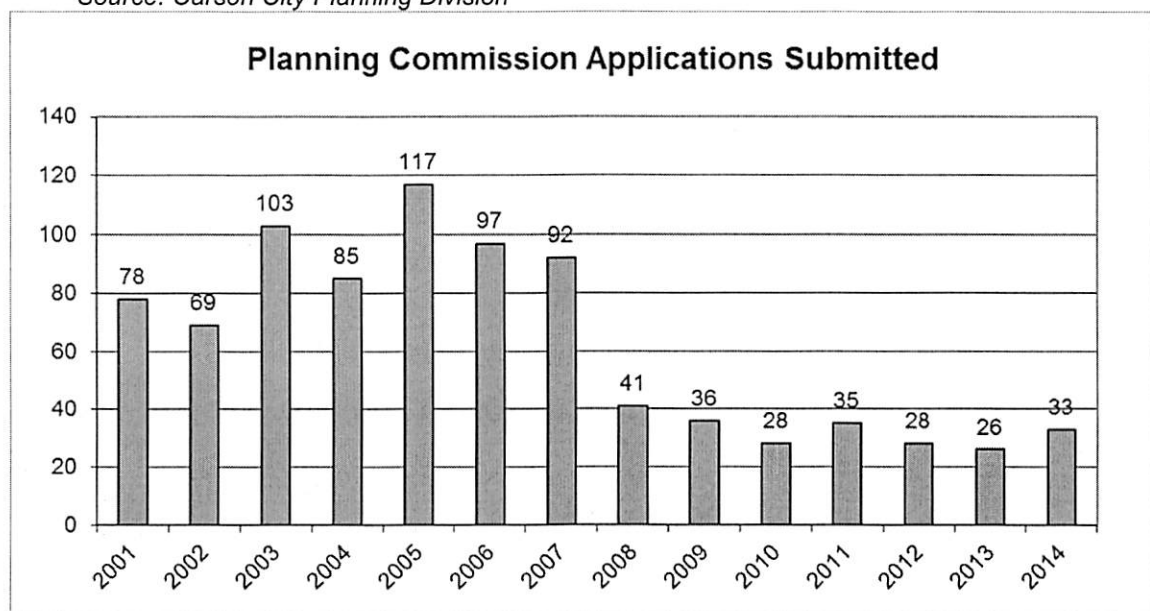
### Planning Applications:

The charts below show a 14-year history of Planning application submittals, through October 2014, including all Planning application types and applications that the Planning Commission reviews. Planning and zoning application numbers “bottomed out” in 2009 and Planning and other development services staffing levels were reduced during that time period, accordingly. There has been a slight trend upward in development applications since 2009, but Planning and other development services department staffing levels have not increased. Planning staff has limited capacity at current staffing levels to take on additional Master Plan implementation project or other special projects.



Through October 2014

Source: Carson City Planning Division

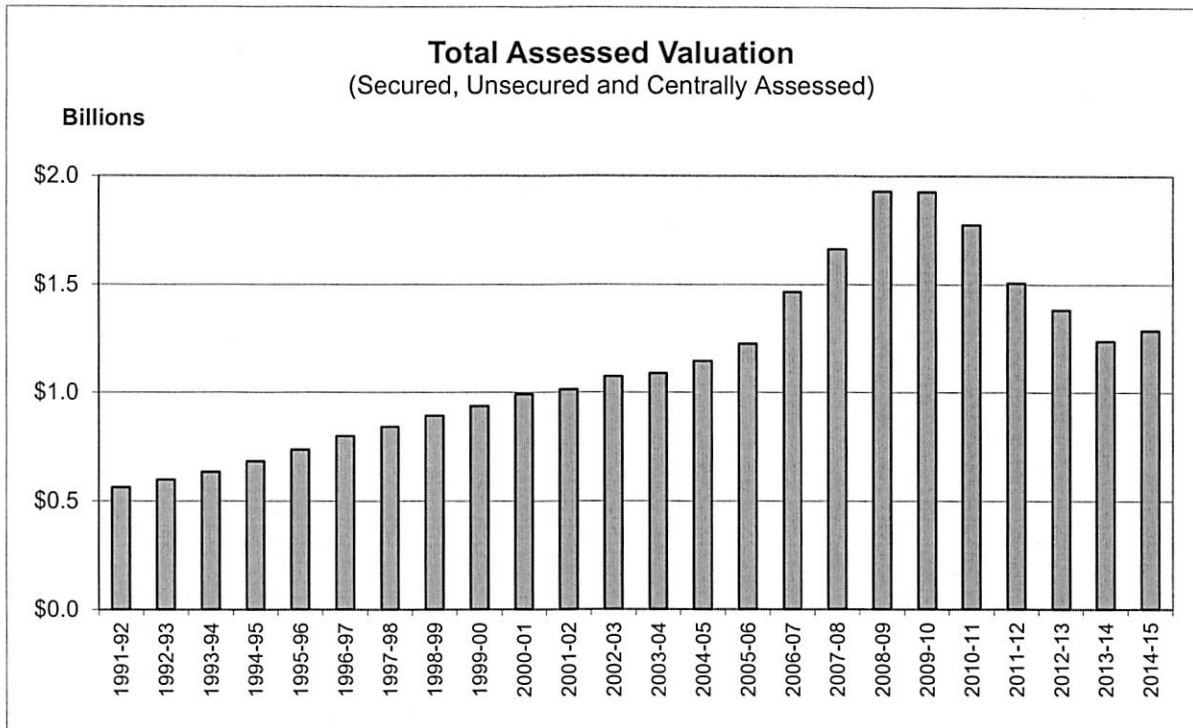


Through October 2014

Source: Carson City Planning Division

### Property Valuation:

The chart below shows total assessed valuation of property in Carson City. Total assessed valuation increased in 2014-15 compared to the prior year for the first time after five straight years of decline.



Source: Carson City Assessor

### CONCLUSION

As the data above shows, the 2006 Master Plan was adopted during a period of economic growth in Carson City. Implementation of the Land Use Plan requires private development to occur. Since 2006, relatively little development has occurred towards implementation of the Plan.

In addition, since 2006, a reduction of the availability of resources—both staff and money—has resulted in a slow pace of implementation of the Action Plan strategies. With the availability of limited resources, resources must be directed to priority activities. While progress on the Action Plan implementation strategies continues to be made, the ability to take on the “larger” implementation projects has been and is expected to continue to be limited.

Following are some additional points for consideration:

- Staff believes the lack of City growth recently has not been the result of the adopted Master Plan policies, but is primarily the result of regional and national economic conditions that have occurred since the adoption of the Plan in 2006. Since the Master Plan provides land uses for growth up to a buildout population of approximately 75,000-80,000, and since growth is occurring slower than was expected when it was adopted, the “life” of the plan should be extended. Projections are that Carson City will not reach this buildout population for 30-50 years.

- There has been no pressure from Carson City property owners, businesses, or residents to change the Master Plan Land Use Map or other goals or policies of the Plan. Most Master Plan Amendment applications since 2006 have been initiated by the City to address changes in public ownership of properties.
- Staff believes the overarching goals and objectives in the Master Plan are relatively broad policy statements under which the Board of Supervisors have discretion to direct detailed implementation strategies—or not implement certain strategies. Staff also believes that the current Master Plan still reflects the general long-term goals of the community, desiring to implement “smart growth” principles in the long-term development of the City.

If there are individual policies within the Master Plan that the Planning Commission or Board of Supervisors think should be reconsidered, staff believes those individual policies should be identified so that a more detailed evaluation and discussion can be had regarding those policies. Otherwise, staff recommends continuing to pursue the implementation strategies of the Action Plan as directed at the discretion of the Board of Supervisors.

If you have any questions regarding the Master Plan annual report or the 2015 Action Plan, please contact Lee Plemel at 283-7075 or [lplemel@carson.org](mailto:lplemel@carson.org).

Attachments:

- A. 2006 Master Plan Table of Contents (for reference)
- B. 2013 Action Plan Report

Go to [www.carson.org/masterplandocs](http://www.carson.org/masterplandocs) to download the complete Master Plan documents.

# Carson City Master Plan

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# Master Plan

## Draft Action Plan 2015

### **ACTION PLAN MATRIX – 2014 ANNUAL REVIEW**

The Action Plan Matrix provides a detailed list of the actions needed to implement the Plan. The matrix indicates the type of actions that will be required to implement the policies, and the priority of the actions to be initiated as adopted in the Plan. City staff and planning officials will need to update this matrix on an annual basis, or as necessary, to keep the responsibilities and actions current.

The "**Action**" column lists three possible categories of actions:

**R – Regulatory**, requiring amendments to the City's development regulations. **PD – Policy Decisions**, to be implemented during day-to-day policy decisions by staff, Planning Commission, and the Board of Supervisors. **PR – Programs**, to be implemented by new or ongoing programs needed to carry out the goals of the Plan.

The "**Priority**" column lists four possible time frames for implementing actions: **(1) - Immediate Priority**, to be implemented with adoption of the Plan or soon thereafter. **(2) - High Priority**, to be initiated as soon as possible. **(3) - Moderate Priority**. **(O) - Ongoing**, are actions that occur continually.

The "**Timeframe for Action**" column indicates what actions have been completed or when actions are anticipated to occur. A blank space may indicate ongoing review items or unknown timeframes, as applicable.

Action items have generally been grouped together by related items and priority, with higher priority items first.

**Action Plan Matrix**

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS / ACCOMPLISHMENTS
<b>PRIORITY ACTIONS PER 2006 MASTER PLAN</b>			
Establish Downtown Mixed-Use Zoning District.	1	Planning, Business Development	<b>COMPLETE (2007)</b>
Establish interim mixed-use evaluation criteria.	1	Planning	<b>COMPLETE (2006)</b>
Establish mixed-use zoning districts.	1	Planning, Engineering, Building	Continue to implement mixed-use development using the adopted Mixed-Use Evaluation Criteria and monitor development patterns for need for additional Mixed-Use zoning districts. Staff and funding have not been available to take on the significant public process of adopting new zoning districts and associated standards.
Develop Capital Improvements Program for Downtown enhancements. 8.1c—Identify necessary streetscape enhancements and parking strategies to coincide with the potential reduction in lanes along Carson Street.	1	Public Works, Planning, Business Development	<b>2015: Complete downtown Carson Street design in conformance with the conceptual plan approved by the Board of Supervisors in November 2014.</b>
3.2d—Establish sign controls for the Carson City Freeway corridor.	1	Planning	<b>COMPLETE (2008)</b>
<b>OTHER ACTIONS</b>			
5.6b—Continue to explore opportunities to establish a DBA, LID, and/or BID in Downtown to help pay for public infrastructure improvements and/or Downtown area marketing and events coordination.	1	Business Development	<b>2015: Work with Downtown property owners and businesses to implement a business improvement district to help pay for downtown improvements and/or maintenance.</b>

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS / ACCOMPLISHMENTS
5.6a—As part of a new mixed-use zoning district for Downtown, establish incentives (e.g., density bonuses, an expanded range of permitted uses, or reduced parking requirements) that complement existing redevelopment tools.	1	Planning, Business Development	COMPLETE (2007)
5.6e— Develop a Downtown Parking Strategy that identifies and recommends solutions to short and long-term parking deficiencies, and provides a basis for necessary zoning revisions.	1	Planning, Business Development	COMPLETE (2007)
2.2a—Remove barriers within existing residential zone districts to encourage the incorporation of a mix of housing types outside of the PUD process. (Including review of Engineering standards)	1	Planning, Engineering	PUD/Common Open Space Revisions COMPLETE (2007)
1.4b—Update current cluster practices to ensure that the resulting density of the clustered development is consistent with the parcel's land use designation, the surrounding development pattern, and the level of roadway improvement which currently exist or will be required to be provided to the site.	2	Planning	COMPLETE (2007)
2.1d—Develop standards for mixed-use development to address compatibility issues.	2	Planning, Engineering, Building	Continue to implement mixed-use development using the adopted Mixed-Use Evaluation Criteria in the Master Plan and monitor development patterns for need for Mixed-Use zoning districts.
2.2c— Include appropriate standards in the Carson City Municipal code for permitting and construction of attached or detached accessory dwelling units and that allow rental of the units.	2	Planning	Accessory dwelling standards revised in 2007; rental of guest dwellings is still prohibited.
3.1b—Establish an Environmental Lands Inventory to guide preservation efforts and to aid in the development review process, and require the identification of Environmentally Sensitive Areas prior to the development of detailed site plans.	2	Planning, Open Space	Wetland, soils and earthquake hazards are reviewed with development proposals; hillside areas are required to be identified with applications.

<b>STRATEGY/ACTION</b>	<b>ADOPTED PRIORITY</b>	<b>PRIMARY DEPARTMENT(S)</b>	<b>STATUS/ACCOMPLISHMENTS</b>
3.2b—Review and update lighting regulations as needed to reduce light trespass and glare created by urban development and the lighting of recreational areas, particularly at the Urban Interface and near the WNCC Observatory.	<b>2</b>	Planning	Lighting regulations updated in 2008
4.1a—Continue to pursue opportunities to expand the City's existing recreation center and construct a second recreation center in another location.	<b>2</b>	Parks & Recreation	The Multi-purpose Athletic Center (MAC) has been approved and is scheduled to be under construction in spring 2015.
5.6c—Seek opportunities to develop one or more pilot housing projects Downtown through public/private partnerships.	<b>2</b>	Business Development	
6.1d—Establish incentives such as façade improvement programs, design assistance programs, tax credits, or similar strategies to promote more attractive gateway corridors for the City.	<b>2</b>	Business Development	
6.2a—Develop standards for neighborhood infill and redevelopment.  9.3b—Establish infill and redevelopment standards to minimize impacts on existing neighborhoods.  9.4a—Establish guidelines for the incorporation of higher density residential at the fringe of existing rural neighborhoods, as well as on individual lots within them.	<b>2</b>	Planning	
9.1b—Establish incentives, such as density bonuses or parking reductions, for the incorporation of higher-density housing within designated activity centers and along major gateway corridors where they may be served by future transit.	<b>2</b>	Planning, Engineering, Building	Continue to implement mixed-use development using the adopted Mixed-Use Evaluation Criteria in the Master Plan and monitor development patterns for need for Mixed-Use zoning districts.
9.2a—Identify public lands, including City-owned properties that would be appropriate for affordable housing development and create a plan for the development of affordable housing.	<b>2</b>	Planning, State Housing Division	Staff will continue to monitor housing needs and opportunities.

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS/ACCOMPLISHMENTS
9.2a—Identify public lands, including City-owned properties that would be appropriate for affordable housing development and create a plan for the development of affordable housing.	2	Planning	
9.2c—Provide housing rehabilitation and weatherization programs and or direct assistance to households with a particular emphasis on fixed-income elderly residents of Carson City.	2	Rural Housing Development Authority, Planning	2013-14: CDBG funds were allocated for housing rehabilitee and/or weatherization for low- to moderate-income families through the NRHA's existing weatherization program.
9.3a—Develop strategies and incentives such as low-cost loans and design assistance programs to increase home ownership opportunities for residents and to promote regular maintenance and renovation within the City's established neighborhoods.	2	State Housing Division; NRHA, Planning	Continue to work with local housing agencies.
10.1a—Establish financial, building and related incentives for the restoration and rehabilitation of historic structures and facilities.	2	Planning, Business Development	
5.4a—Adopt design standards for developments that are adjacent to or highly visible from the V&T railroad or the State Capitol Complex.	2	Planning	Downtown DT-MU standards were completed in 2007 to address compatibility with the Capital. Plans for the V&T Railroad terminal location have changed over the last year, and Planning staff will continue to monitor the plans and progress.
V&T SPA 1.1—Develop and adopt specific design standards for commercial development and public-use development within the V&T-SPA to protect the scenic quality of the V&T route.	2	Planning	Existing design standards will ensure compatibility. Specific standards should be considered as plans for the V&T terminal are implemented.
5.4a—Develop specific guidelines and policies for a tourism-focused activity center along Highway 50 East that will serve V&T Railroad visitors.	2		



STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS/ACCOMPLISHMENTS
V&T SPA 1.2—Rezone the private lands in Carson City along Highway 50 East from General Industrial to a commercial designation consistent with the Master Plan Land Use Map.	2	Planning	Some rezoning has occurred at the request of property owners; i.e. Flint Drive property to GC/MFA in 2008. Staff recommends rezoning properties in the upper "gateway" area and highway corridor to protect the area from future incompatible uses.
V&T SPA 1.3—Identify critical views of the landfill area from V&T route and adjacent commercial areas and mitigate visual impacts by plantings, screening or other methods around the landfill.	2	Planning Public Works	Complete (2006)
V&T SPA 1.4—Prohibit new uses on public lands within the V&T-SPA that would conflict with the V&T and related commercial-tourism in the vicinity, such as uses that generate excessive noise, dust or odors, excluding the continued operation of the landfill.	2	Planning	Policy will be reviewed with future use requests.
V&T SPA 1.4—Consider limiting the use of public lands as part of any proposed disposal of the BLM property into Carson City ownership through a federal lands bill.	2	Planning	The adopted Federal Lands Bill limits uses of adjacent City property to public uses.
V&T SPA 2.1—Parks and Recreation will continue to work with the V&T Commission and V&T consultants in locating appropriate pathway facilities along the Carson River corridor consistent with the V&T operation plans and the Unified Pathways Master Plan.	○	Parks & Recreation	Parks and Recreation continues to have on-going dialogue with the V&T Railroad Reconstruction Project's design consultants regarding the potential for improvements to the existing water-based and future land-based recreational trails in the Carson River Canyon.
V&T SPA 3.1—Encourage continued cleanup and patrol of the Carson River corridor to protect the scenic resource through partnerships with public and private agencies.	○	Parks & Recreation	A coalition of the public, private and various government agencies have annually worked to remove trash and protect wildlife habitat within the Carson River corridor.

<b>STRATEGY/ACTION</b>	<b>ADOPTED PRIORITY</b>	<b>PRIMARY DEPARTMENT(S)</b>	<b>STATUS/ACCOMPLISHMENTS</b>
V&T SPA 4.1—Encourage continued collaboration with Lyon County and Storey County to minimize land use conflicts along the V&T corridor.	○	Planning	
1.1a—Monitor growth trends and conduct periodic reviews of the City's growth capacity to ensure the Master Plan is consistent with the City's Water and Wastewater Master Plan.	○	Planning, Engineering, Public Works	
1.1c—Continue to encourage water conservation efforts at a community-wide and household level through education and incentive-based programs.	○	Public Works, Water	
1.1d— Continue to review applications for proposed residential development in accordance with the Carson City 1978 Growth Management Ordinance.	○	Planning	Annual Growth Management
1.1e— Encourage the use of sustainable building materials and construction techniques, through programs such as the US Green Building Council's LEED (Leadership in Energy Efficiency and Design) program.	○	Building, Planning	
1.1f—Encourage the incorporation of site planning and other design techniques that promote solar and wind efficiency in the construction of new homes and non-residential development and the use of new and emerging technologies that lead to increased energy conservation (e.g., maximizes solar exposure to capture energy and speed snow melt during winter months).	○	Building, Engineering, Planning	
1.2a—Use levels of priority established by the Master Plan to help guide the future allocation of staffing and other resources devoted to infill and redevelopment objectives.	○	Public Works, Planning, Business Development	Reviewed with Annual Budget

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS / ACCOMPLISHMENTS
1.2b—Review the boundaries of the City's redevelopment areas periodically and adjust them as appropriate to support redevelopment objectives.	○	Business Development	Redevelopment boundaries were amended in 2007 to support redevelopment objectives.
1.2c—Ensure that improvements identified in the City's Transportation, Water, and Wastewater Master Plans are consistent with and supportive of the City's infill and redevelopment objectives.	○	Public Works	Capital Improvements Plans are updated annually.
1.3a—Continue to coordinate with the BLM to ensure that its Urban Interface Plan is consistent with the Land Use Map.	○	Planning	
1.3b—Continue to coordinate with State and Federal Agencies on the Federal Lands Bill and monitor future land transfer opportunities, particularly within the urbanized area of the City.	○	Planning, Parks & Recreation	The Federal Lands Bill (OPLMA of 2009) was adopted to facilitate various federal land transfers to the City for open space, parks, and economic development. Transfers between the USFS and Carson City occurred in 2012. Staff continues to work to complete the land transfers and sales with the BLM.
1.4c—Require a detailed site analysis for any development at the Urban Interface to identify unique features to be protected.	○	Planning	Wetland, soils and earthquake hazards and hillside development are reviewed with development proposals.
1.5a—Coordinate with Lyon, Washoe, and Douglas Counties to ensure that applicable Master Plans for each jurisdiction are mutually compatible with the goals and policies of this Master Plan.	○	Planning	

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS / ACCOMPLISHMENTS
1.5c—Coordinate with regional planning organizations, such as the CAMPO, TRPA, and the TMRPA to ensure that adopted regional plans are mutually compatible with the goals and policies of this Master Plan.	O	Planning, Transportation	
1.5d—Coordinate with NV Energy and Southwest Gas on the location of new power lines and future facilities necessary to serve the community.	O	Planning, Engineering	Staff will be working with NV Energy in 2015 to identify utility corridors pursuant to AB 239 (2013).
2.1d—Discourage rezoning of properties that create incompatible land uses between adjacent zones, enforce standards for transitions between residential and commercial uses.	O	Planning	Reviewed by staff and the Planning Commission with zoning application requests.
2.3a—Maintain an inventory of potential neighborhood, community, and regional scale retail sites.	O	Business Development	
3.1a—Ensure that the Master Plan and Land Use Map are consistent with the Carson River Master Plan.	O	Planning, Parks & Recreation	
3.2a—Seek opportunities to transfer lands slated for disposal by the BLM or Forest Service into City ownership to preserve important hillside views and update existing cluster development and steep slope provisions as needed.	O	Planning	The Federal Lands Bill was adopted in 2009, permanently preserving thousands of acres of viewshed surrounding Carson City.
3.3a—Continue to work with FEMA and other Local and State agencies to promote disaster prevention through strategic planning and coordination.	O	Public Works, Fire Department	Ongoing training occurs—coordinating efforts with the Fire Department.

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS / ACCOMPLISHMENTS
3.3b—Ensure new neighborhoods, particularly at the Urban Interface, are designed to minimize the impacts of potential natural disaster events (e.g., provide multiple access points, maintain defensive space in forested areas, and construct homes and outbuildings of fire resistant materials).	○	Planning, Engineering, Fire Department	Reviewed and enforced through the subdivision review process.
3.3c—Continue to educate existing residents on appropriate measures to be taken to minimize the potential loss of life and property in the event of a wildfire or other natural disaster.	○	Fire Dept.	The Fire Department is active in resident education, particularly in wildland interface areas.
4.1b—Identify opportunities for the incorporation of park facilities as part of new developments commensurate with demand created and consistent with the City's adopted standards.	○	Parks & Recreation	The City reviews development plans to ensure incorporation of park facilities commensurate with development intensity and identified City needs.
4.1c—Focus new neighborhood parks in areas currently underserved and in new neighborhoods.	○	Parks & Recreation	
4.1c—Establish an additional community park in the northern quadrant of the community.	○	Parks & Recreation	
4.2a—Provide additional parks, sports complexes and indoor facilities convenient to all major quadrants of the city.	○	Parks & Recreation	
4.2b—Continue to expand cost-effective sharing of facilities and resources with the City's existing and potential recreation partners.	○	Parks & Recreation	
4.3a—Continue to review future development proposals for consistency with the City's Open Space Plan and continue to coordinate with the Open Space Advisory Committee and the Carson River Advisory Committee on Master Plan issues.	○	Planning, Parks and Recreations	Development proposals are routinely routed through the Parks & Recreation Department and the advisory committees, as applicable.

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS / ACCOMPLISHMENTS
4.3b—Continue to pursue opportunities to expand or enhance the community's open space network using a range of available tools (as specified in the Open Space Master Plan) to help implement the objectives of this Master Plan.	O	Parks & Recreation, Open Space	
5.1a—Continue to coordinate the City's ongoing planning efforts and Land Use Map with major employers where applicable to ensure compatibility with their facility master plans and expansion efforts.	O	Planning, Business Development	
5.1b—Foster public/private partnerships to help cultivate new opportunities for current and future employers in the community.	O	Business Development	
5.1c—Promote diverse job options and entrepreneurial opportunities.	O	Business Development	A Nevada Small Business Development Center-trained counselor is on staff at the BRIC (Business Resource Innovation Center) to provide regularly-scheduled training and other business resources.
5.1d—Identify, develop and enhance multiple industrial specializations and improve opportunities for productive employment in key sectors.	O	Business Development	City staff will continue to work with NNDA, WNDD and other agencies to complete and implement the regional economic development plan.
5.1e—Promote activities that have the potential to upgrade the skill and wage levels of the City's resident labor force.	O	Business Development	
5.1f—Provide public economic development assistance for applicants that can increase the average wage rate in their industrial sectors.	O	Business Development	
5.1g—Reduce supply chain costs, shared research and development objectives and other co-location efficiencies to promote vertical diversity.	O	Business Development	

<b>STRATEGY/ACTION</b>	<b>ADOPTED PRIORITY</b>	<b>PRIMARY DEPARTMENT(S)</b>	<b>STATUS / ACCOMPLISHMENTS</b>
5.1h—Emphasize diversity of industry toward those sectors that demonstrate a steady employment pattern, avoid seasonal layoffs, and withstand cyclical downturns of the economy.	O	Business Development	
5.1i—Plan for a diversity of ready-to-build sites with sufficient support infrastructure and services needed to meet demand of growing and targeted industries.	O	Public Works	
5.1i—Explore opportunities to pre-designate tourism improvement districts (i.e., STAR bond districts), enhance redevelopment areas and maximize the potential of all available economic development tools.	O	Business Development	
5.1j—Encourage a citywide housing mix consistent with the labor force and non-labor force populations of the City.	O	Planning	
5.1k—Encourage and expand those social services, both in the public and private sector, that are necessary to facilitate the broadest labor force participation.	O	Business Development	
5.2a—Work with local and regional economic development organizations on the development of a marketing strategy designed to attract national retailers to the community.	2	Business Development	
5.2b—Use available tools to attract retail tenants to underutilized spaces, and continue to explore the use of incentive programs to mitigate rising and prohibitive land costs.	2	Business Development	
5.2c—Closely monitor the diversity of retail sales activity in the City and promote economic development activities which reduce retail leakages.	O	Business Development	
5.3a—Encourage the incorporation of home-based occupations and live/work units.	O	Planning	

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS / ACCOMPLISHMENTS
5.3b—Encourage low cost, easily accessible, state-of-the-art telecommunications and other technology services throughout the City.	○	Planning, Public Works	
5.3c—Use technology to increase information available to residents and businesses regarding growth patterns, economic conditions, development activity and other elements of the competitive landscape.	○	Planning, Business Development	Information provided in this annual review and additional information is available to public year-round.
5.4b—Continue to explore opportunities to establish trail access to the Carson River Canyon that honors and interprets the historic V&T railroad, expand Downtown walking tours and interpretive signage exhibits, and identify new opportunities to showcase the City's historic resources.	○	Parks & Recreation, Business Development	Parks and Recreation is continuing to pursue the planning and development of a trail system in the Carson River Canyon.
5.4c—Support artists, arts organizations and related cultural institutions.	○	Business Development	Ongoing via Carson City Arts and Culture Coalition, managed by Parks and Recreation. The BRIC has partnered with the Coalition to display local artists' work.
5.5a—Seek necessary funding to improve the quality of existing recreational facilities, and to develop additional facilities.	○	Parks & Recreation	
5.5b—Develop promotional materials that highlight the City's parks, open space, pathways, and recreational facilities, and distribute materials to target markets or specific companies considering relocating to Carson City.	2	Parks & Recreation, Business Development	
5.5c—Develop promotional materials that highlight the City as a primary gateway to Lake Tahoe.	2	Business Development	
5.5d—Encourage the development of airport-related commercial uses that will increase the City's visibility and marketability as a destination for tourists and recreational aviators.	○	Business Development	



<b>STRATEGY/ACTION</b>	<b>ADOPTED PRIORITY</b>	<b>PRIMARY DEPARTMENT(S)</b>	<b>STATUS / ACCOMPLISHMENTS</b>
5.5e—Provide the public services and public facilities necessary to sustain a high quality of life and attract business investment.	○	Public Works	2014: Board of Supervisors funded commercial corridor improvements throughout the City.
5.5f—Encourage economic development that conserves natural resources and open spaces, protects environmental quality and enhances the overall quality of life.	○	Business Development	
5.5g— Emphasize educational resources of the community as an economic development tool.	○	Business Development	
5.6d—Continue to work with Downtown businesses and developers to provide assistance and to identify potential partnership opportunities.	○	Business Development	
5.6f—Recognize the unique opportunity created by the state government cluster and contribute to the stabilization and redevelopment of Downtown through the provision of supporting services.	○	Business Development	
5.7a—Work with other levels of government and with the private sector to support and encourage activities associated with the re-use, expansion and economic development as necessary and appropriate.	○	Business Development	
5.7b—Maintain land-use policies and permitting procedures that are understandable, predictable and can be accomplished within reasonable time periods.	○	Planning	
5.7c—Leverage, wherever possible, statewide economic development efforts to help attract business investment to Carson City and promote the benefits of the region.	○	Business Development	

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS / ACCOMPLISHMENTS
5.7d—Provide planning flexibility that can be responsive to unforeseen or changing economic conditions and community needs within the context of the Master Plan.	○	Planning	
5.7e—Collaborate economic development strategies with surrounding counties where there is a net positive economic and fiscal gain.	○	Business Development	
5.7f—Promote economic development alternatives that protect or enhance existing and future property values – commercial, industrial and residential.	○	Business Development	
5.7g—Recognize the importance of adequate infrastructure in economic development and long-run economic stability.	○	Public Works	
5.8a—To the extent of the City's control, maintain a balanced revenue system that is competitive for business and residential investment.	○	Business Development	
5.8b—Recognize the unique nature of Nevada's tax system and promote economic development alternatives that result in a net positive fiscal impact for the City.	○	Business Development	
5.9a—Existing redevelopment area boundaries should be reviewed periodically and expanded to support the redevelopment objectives of this Master Plan.	○	Business Development	
5.9a—The City will continue to work with local businesses and property owners to encourage and assist in redevelopment efforts within the Redevelopment Area Boundary.	○	Business Development	
6.1a—Require the use of durable, long-lasting building materials for all new development.	○	Planning, Building	

STRATEGY/ACTION	ADOPTED PRIORITY	PRIMARY DEPARTMENT(S)	STATUS / ACCOMPLISHMENTS
6.1b—Promote variety and visual interest in the design of new neighborhoods through the incorporation of varied lot sizes, building styles and colors, garage orientation, and other features.	○	Planning	
6.1c— Promote variety and visual interest in the design of new development through the incorporation of well-articulated building facades, clearly defined entrances and pedestrian connections, landscaping, and other features as consistent with the City's Development Standards.	○	Planning	
8.1b—Ensure that new development is consistent with the height and scale of development defined within the Downtown Character Areas as set forth in Chapter 6 of the Master Plan.	○	Planning	
9.2b—Create affordable and workforce ownership housing opportunities for households earning 80 percent to 120 percent of median area income.	○	Planning	
9.2c—Encourage the development of new energy efficient housing and retrofitting for existing housing stock for energy efficiency to lower average monthly housing costs	○	Planning	
9.2c—Encourage the use of site design techniques for residential development that ensure and promote solar and wind efficiency.	○	Planning	
9.2c—Ensure the economical and efficient processing of development applications and building permits to minimize housing development costs.	○	Planning	
9.2d—Promote local, state and federal programs to encourage rehabilitation of existing housing stock and preservation of neighborhoods to ensure continued availability of affordable housing units.	○	Planning	

<b>STRATEGY/ACTION</b>	<b>ADOPTED PRIORITY</b>	<b>PRIMARY DEPARTMENT(S)</b>	<b>STATUS / ACCOMPLISHMENTS</b>
9.2e—Enforce appropriate standards for safe and decent affordable housing in Carson City, such as length of stay limits for recreational vehicle parks and motels.	○	Code Enforcement, Planning	
9.2f—Encourage and support efforts to create more affordable housing on a regional basis.	○	Planning	
10.1b—Continue to review rehabilitation and renovation proposals for compliance with adopted guidelines.	○	Planning	
10.1c—Continue to maintain an inventory of historic properties within the City. (Map subject properties in GIS to better manage the inventory.)	○	Planning	The Planning Division continues to expand the historic properties inventory through annual applications for grants from the State Historic Preservation Office (SHPO).
11.1a— Continue to coordinate with the Carson Area Metropolitan Planning Organization (CAMPO), Nevada Department of Transportation, Regional Transportation Commission, adjacent counties, and other partners on transportation issues.	○	Transportation	Ongoing – City staffs the RTC and CAMPO and is responsible for ongoing coordination with NDOT and other agencies.
11.1b—Coordinate ongoing road improvement projects with recommendations contained in the City's Unified Pathways Master Plan as appropriate to promote the most efficient use of R.O.W.s and resources.	○	Transportation Public Works, Parks & Recreation	
11.1c—Seek opportunities for coordination in the implementation of the City's Transportation, Transit, Trail, and Pedestrian Plans. Actively encourage ridership of the city transit system.	○	Transportation Public Works Parks & Recreation	

<b>STRATEGY/ACTION</b>	<b>ADOPTED PRIORITY</b>	<b>PRIMARY DEPARTMENT(S)</b>	<b>STATUS / ACCOMPLISHMENTS</b>
11.2a—Conduct periodic updates to the City's transportation model based on future development projections to ensure the feasibility of development patterns portrayed on the Land Use Map.	○	Planning, Transportation	
11.2b—Coordinate the review of development proposals with local transit providers and the Regional Transportation Commission as appropriate to respond to existing/planned transit service.	○	Planning, Transportation	Ongoing – Through the Major Project Review (MPR) process or other review processes, proposed developments are reviewed for transportation considerations by RTC staff.
11.2c—Seek opportunities to enhance the City's north/south arterial and collector street network in conjunction with future development (as consistent with the Transportation Plan) to improve connectivity and support broader transit service.	○	Planning, Transportation	
11.2d—Establish design and access standards for development occurring along major gateway corridors in order to preserve their functional integrity, capacity, safety and appearance.	○	Transportation	
12.1a—Provide multi-use paths where necessary as identified on the Unified Pathways Master Plan map.	○	Planning, Parks & Recreation, Transportation	
12.1b—Implement the Unified Pathways Master Plan as adopted to promote the shared use of pathway corridors and increased access for persons with disabilities.	○	Planning, Parks & Recreation, Transportation	
12.1c—Continue to require future development to construct on-site sidewalks and connections to adjacent pedestrian systems as needed and coordinate the dedication of R.O.W. for planned pathway connections at the time of development.	○	Planning, Engineering	Ongoing – Public Works staff reviews all development proposals to ensure appropriate facilities are included with new development.