

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Planning Commission**  
**Wednesday, November 18, 2015 ● 1:00 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Commission Members**

**Chair – Paul Esswein**

**Vice Chair – Mark Sattler**

**Commissioner – Victor Castro**

**Commissioner – Monica Green**

**Commissioner – Elyse Monroy**

**Commissioner – Walt Owens**

**Commissioner – Daniel Salerno**

**Staff**

Lee Plemel, Community Development Director

Jason Woodbury, District Attorney

Susan Dorr Pansky, Planning Manager

Danny Rotter, Engineering Manager

Iris Yowell, Deputy District Attorney

Tamar Warren, Deputy Clerk/ Recording Secretary

**NOTE:** A recording of these proceedings, the board's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder's Office, and are available for review during regular business hours.

An audio recording of this meeting is available on [www.Carson.org/minutes](http://www.Carson.org/minutes).

**A. ROLL CALL, DETERMINATION OF QUORUM, AND PLEDGE OF ALLEGIANCE (1:00:33) –**  
Chairperson Esswein called the meeting to order at 1:00 p.m. Roll was called and a quorum was present. Vice Chairperson Sattler led the pledge of allegiance.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Paul Esswein	Present	
Vice Chairperson Mark Sattler	Present	
Commissioner Victor Castro	Present	1:10 –2:45 p.m.
Commissioner Monica Green	Present	
Commissioner Elyse Monroy	Present	1:15 p.m.
Commissioner Walt Owens	Present	
Commissioner Daniel Salerno	Present	

**B. PUBLIC COMMENTS (1:01:32) – None.**

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES – OCTOBER 28, 2015.**

There were no minutes for approval.

**D. MODIFICATIONS OF AGENDA**

(1:02:01) – None.

**E. DISCLOSURES**

(1:02:30) – None.

**F. PUBLIC HEARING MATTERS****F-1 MISC: PRESENTATION AND DISCUSSION ONLY REGARDING A REPORT ON LOW IMPACT DEVELOPMENT (LID) IN THE CARSON RIVER WATERSHED AND POTENTIAL FUTURE DEVELOPMENT CODE AMENDMENTS TO ALLOW LID PRACTICES TO BE USED IN CARSON CITY TO ADDRESS STORM WATER MANAGEMENT.**

(1:02:44) – Chairperson Esswein introduced the item.

(1:03:10) – Mr. Plemel introduced speaker Brenda Hunt, Watershed Program Manager, Carson Water Subconservancy District.

(1:04:28) – Ms. Hunt presented a report titled Low Impact Development (LID) in the Carson River Watershed, incorporated into the record, via PowerPoint. She also wished to see “planning bodies” incorporate the LID principles in future development plans.

(1:31:18) – Commissioner Owens noted that retaining the water within Carson City limits “makes sense”, adding that most of the water flows towards Lahontan and outside the City limits. Ms. Hunt also addressed Commissioner Owens’ concern that the retention areas may become hazardous waste areas and confirmed that maintenance of the areas would be critical. In response to a question by Commissioner Sattler, Mr. Plemel noted that the City works with the developers regarding code amendments and enforcements. Commissioner Monroy requested additional data regarding the polluted water sources in Nevada. Discussion ensued regarding the source of the pollution.

**F-2 AB-15-152 FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING AN APPLICATION FROM BETHLEHEM LUTHERAN SCHOOL (PROPERTY OWNER: BETHLEHEM LUTHERAN CHURCH) FOR AN ABANDONMENT OF APPROXIMATELY 8,570 SQUARE FEET OF PUBLIC RIGHT-OF-WAY AT THE TERMINUS OF IVY STREET, ADJACENT TO APN 001-111-33.**

(1:40:11) – Chairperson Esswein introduced the item.

(1:40:37) – Ms. Pansky presented the agenda materials and related photographs, which are incorporated into the record. Chairperson Esswein was informed that the gate was part of the Special Use Permit approved in the Commission’s August meeting.

**PUBLIC COMMENTS**

(1:47:14) – Barbara Nicholas introduced herself as a neighbor who lived “right next to the parsonage” and inquired about the exact location of the new sport court, expressing a concern that other activities would now take place in its current location which is near her home. Mr. Plemel noted that the detailed plan would be part of the public record once it is submitted prior to construction. Ms. Nicholas cautioned that the requested abandonment “is just bringing everything closer to the residents”.

(1:57:04) – John Copoulos, project architect and applicant representative, introduced himself and Lonnie Karges, Principal, Bethlehem Lutheran School. Mr. Copoulos explained that he had read the conditions of approval, including the new engineering requirements, and was in agreement with them. He also stated that they had met with the neighbors and showed them the plans, or emailed them to those who were unable to meet.

(2:00:00) – Linda Hardy, introduced herself as an area resident who lived “on the north side of Mr. Feser” and requested that “the church leave their fences where they are” so that people could turn around without using the residents’ driveways.

**(2:02:30) – MOTION: I move to recommend that the Board of Supervisors approve AB-15-152, a request from Bethlehem Lutheran School (property owner: Bethlehem Lutheran Church) for the Abandonment of approximately 8,570 square feet of public right-of-way at the terminus of Ivy Street, adjacent to APN 001-111-33, based on the findings and subject to the conditions of approval contained in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Sattler
<b>SECONDER:</b>	Salerno
<b>AYES:</b>	Esswein, Sattler, Castro, Green, Monroy, Owens, Salerno
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

(2:03:24) – Ms. Pansky clarified that this item would be heard in the December 3, 2015 Board of Supervisors meeting for final approval.

**F-3A MPA-15-153 FOR POSSIBLE ACTION: TO ADOPT A RESOLUTION RECOMMENDING TO THE BOARD OF SUPERVISORS APPROVAL OF A MASTER PLAN AMENDMENT APPLICATION FROM CITY OF CARSON CITY (PROPERTY OWNER: CARSON CITY) TO CHANGE THE LAND USE DESIGNATION FROM MIXED-USE EMPLOYMENT (MUE) TO PARKS & RECREATION (P&R), ON PROPERTY LOCATED EAST OF THE I-580 FREEWAY, SOUTH OF N. LOMPA LANE, APN 010-041-74.**

**F-3B MPA-15-154 FOR POSSIBLE ACTION: TO ADOPT A RESOLUTION RECOMMENDING TO THE BOARD OF SUPERVISORS APPROVAL OF A MASTER PLAN AMENDMENT APPLICATION FROM CITY OF CARSON CITY (PROPERTY OWNER: CARSON CITY) TO CHANGE THE LAND USE DESIGNATION FROM MEDIUM DENSITY RESIDENTIAL (MDR) AND LOW DENSITY RESIDENTIAL (LDR) TO OPEN SPACE (OS), ON PROPERTY LOCATED AT 501 & 502 S. ORMSBY BLVD., APNS 003-151-25 AND 009-014-05.**

**F-3C ZMA-15-155 FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF A ZONING MAP AMENDMENT TO CHANGE THE ZONING OF PROPERTY LOCATED AT 501 & 502 S. ORMSBY BLVD. AND E. FIFTH STREET, APNS 003-151-25 AND 009-014-05 AND 010-041-74, FROM SINGLE FAMILY 6,000 (SF6), SINGLE FAMILY 2 ACRE (SF2A) AND AGRICULTURE (A) TO PUBLIC COMMUNITY (PC).**

(2:04:05) – Chairperson Esswein introduced the next three items and noted that items F-3A, F-3B, and F-3C will be heard together, but will be voted on separately. Mr. Rotter clarified that the public comments should also reflect discussion on all three agenda items.

(2:07:08) – Ms. Pansky noted that she would present the proposed Master Plan and Zoning Plan Amendments for each property jointly to ensure that they “are tied together”. She then presented the Staff Report and accompanying photographs, all of which are incorporated into the record.

## **PUBLIC COMMENTS**

(2:10:37) – Ray Battaglia introduced himself as a resident of Terrace Street and inquired about the access road nearby. Ann Bollinger, Carson City Open Space Administrator, explained that there were no plans to make changes to the access roads in the area. She also clarified that Open Space properties purchased with Question 18 Quality of Life funds, per the Open Space Ordinance, should be designated for passive recreational use only. The commissioners applauded the Open Space Program for creating such areas for public use. In response to a question by Vice Chairperson Sattler, Ms. Bollinger noted that since the initiation of the program, 7,000 acres of Open Space property had been acquired through purchases, land transfers, or donations.

(2:17:02) – Mr. Woodbury clarified that the reason there are two recommended motions for three agenda items was because the two Master Plan Amendments [F-3A and F-3B] will be adopted by a single proposed resolution.

**(2:18:25) – MOTION: I move to adopt Resolution 2015-PC-R-2 recommending the Board of Supervisors approval of MPA-15-153 and MPA-15-154, Master Plan Amendments to change the Land Use Designation of property located on East Fifth Street, east of Interstate 580 between East Fifth Street and North Lompa Lane, South of Highway 50, APN 010-041-74 from Mixed-Use Employment to Parks and Recreation; and property located at 501 and 502 South Ormsby Boulevard, South of Kings Canyon Road and West King Street, APNs 003-151-25 and 009-014-05 from Medium Density Residential and Low Density Residential to Open Space based on the findings contained in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Sattler
<b>SECONDER:</b>	Salerno
<b>AYES:</b>	Esswein, Sattler, Castro Green, Monroy, Owens, Salerno
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**(2:20:07) – MOTION: I move to recommend to the Board of Supervisors approval of ZMA-15-155, a Zoning Map Amendment to change the zoning of property located on East Fifth Street, east of Interstate 580 between East Fifth Street and North Lompa Lane, South of Highway 50, APN 010-041-74 from Agriculture to Public Community; and property located at 501 and 502 South Ormsby Boulevard, South of Kings Canyon Road and West King Street, APNs 003-151-25 and 009-014-05 from Single Family 6,000 and Single Family Two Acre to Public Community, based on the findings contained in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Castro
<b>SECONDER:</b>	Green
<b>AYES:</b>	Esswein, Sattler, Castro Green, Monroy, Owens, Salerno
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

(2:21:26) – Ms. Pansky noted that these items would also be heard in the December 3, 2015 Board of Supervisors meeting for final approval.

**F-4 MPA-15-141 FOR POSSIBLE ACTION: TO MAKE RECOMMENDATIONS TO THE BOARD OF SUPERVISORS REGARDING THE ANNUAL MASTER PLAN REPORT.**

(2:21:37) – Chairperson Esswein introduced the item and Mr. Plemel gave background and presented the Staff Report, which is incorporated into the record. Mr. Rotter recommended that members review the Carson Area Metropolitan Organization’s Master Plan for reference and encouraged them to also review the Department of Public Work’s plans regarding water.

(2:41:35) – Chairperson Esswein noted that the Master Plan “is pretty much on track” and suggested that emphasis continue on the Downtown Streetscape Project. Mr. Plemel added that these were not the only things the Planning Division was working on and cited several other projects that were to be heard by the Board of Supervisors. Commissioner Monroy inquired about grant projects specific to crosswalks and Mr. Rotter offered to give her contact information to Transportation Manager, Patrick Pittenger.

(2:45:29) – Commissioner Castro left the meeting at 2:45 p.m.

There were no public comments.

**(2:46:15) – MOTION: I move to recommend to the Board of Supervisors acceptance of the 2015 Master Plan Annual Report.**

<b>RESULT:</b>	<b>Approved (6-0-0)</b>
<b>MOVER:</b>	Salerno
<b>SECONDER:</b>	Sattler
<b>AYES:</b>	Esswein, Sattler, Green, Monroy, Owens, Salerno
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro

**G. STAFF REPORTS (NON-ACTION ITEMS)**

**G-1 DIRECTOR'S REPORT TO THE COMMISSION.**

(2:47:00) – Mr. Plemel reported that the Planning Division would take the issue of code enforcement, specifically that of RV parking on the streets, to the Board of Supervisors' November 19, 2015 meeting. He also reminded the Commission that the abandonment agenda item [F-2] and the Master Plan and Zoning Map Amendments [F-3A, F-3B, and F-3C] will be discussed during the Board's December 3, 2015 meeting. Mr. Plemel noted that the Board of Supervisors would also hear the Downtown Streetscape Project 90 percent review on December 16, 2015.

#### **FUTURE AGENDA ITEMS**

(2:48:51) – Mr. Plemel reminded the Commissioners that the December 16, 2015 Planning Commission Meeting is scheduled for 1 p.m. He added that a subdivision map and an abandonment request, in addition to a Verizon Wireless Special Use Permit would be discussed in December.

#### **COMMISSIONER REPORTS/COMMENTS**

(2:50:00) – None.

#### **H. PUBLIC COMMENT**

(2:50:25) – None.

#### **I. FOR POSSIBLE ACTION: FOR ADJOURNMENT**

**(2:50:35) – MOTION: Commissioner Salerno moved to adjourn. The motion was seconded by Vice Chairperson Sattler.** The meeting was adjourned at 2:51 p.m.

The Minutes of the November 18, 2015 Carson City Planning Commission meeting are so approved this 16<sup>th</sup> day of December, 2015.

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PAUL ESSWEIN, Chair