

**STAFF REPORT FOR THE PLANNING COMMISSION MEETING OF AUGUST 31, 2016**

**FILE NO: SUP-16-080**

**AGENDA ITEM: F-4**

**STAFF AUTHOR:** Kathe Green, Assistant Planner

**REQUEST:** To consider a request from agent Manhard Consulting (property owner Lennar Reno LLC) for a Special Use Permit to allow a temporary tract sales office, parking area and advertising signage on property zoned Single Family 6,000- Specific Plan Area (SF6-SPA).

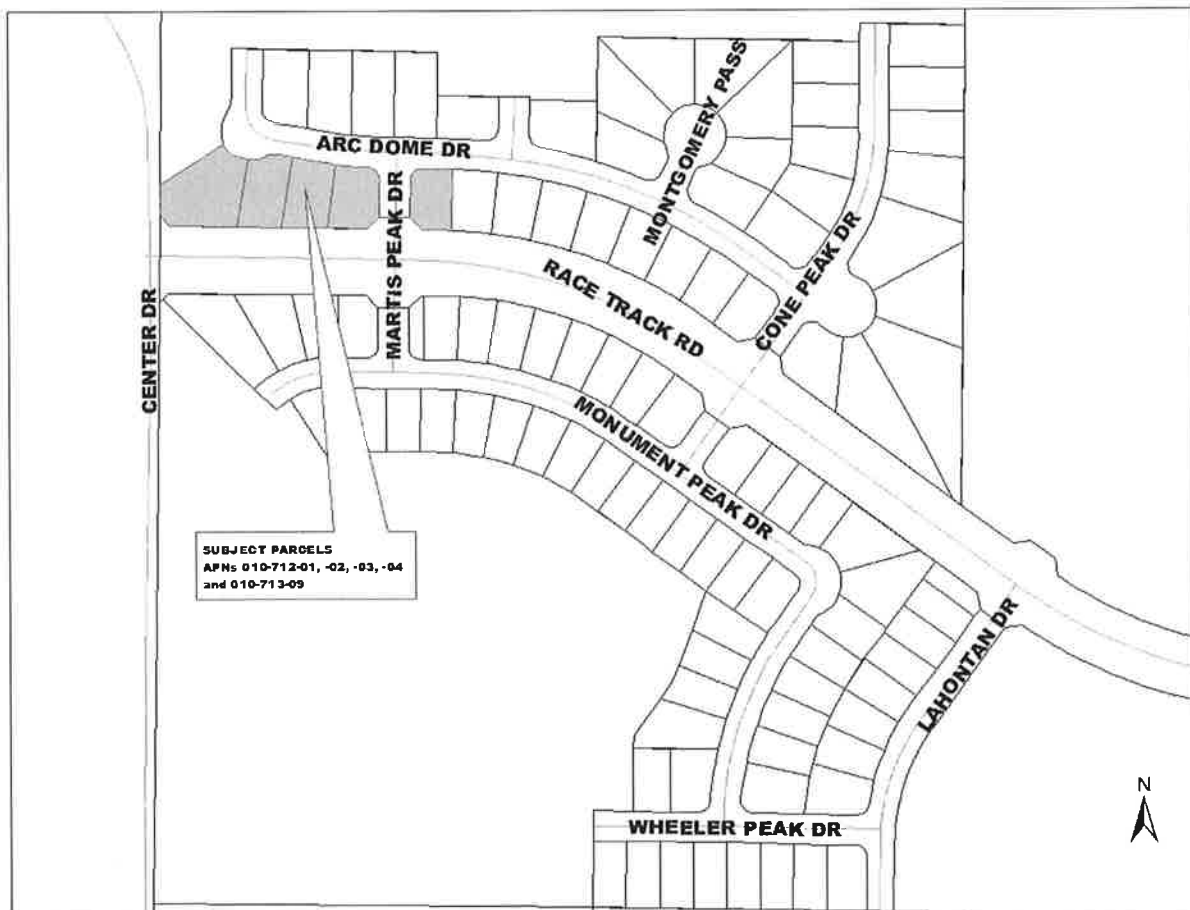
**APPLICANT/AGENT:** Manhard Consulting

**OWNER:** Lennar Reno LLC

**LOCATIONS:** 6504, 6506, 6508, 6510 and 6512 Arc Dome Drive

**APNS:** 010-712-01, -02, -03, -04, and 010-713-09

**RECOMMENDED MOTION:** "I move to approve SUP-16-080, a request from agent Manhard Consulting (property owner: Lennar Reno LLC) for a Special Use Permit to allow a temporary tract sales office, parking area and advertising signage on property zoned Single Family 6,000- Specific Plan Area, located at 6504, 6506, 6508, 6510 and 6512 Arc Dome Drive, APNs 010-712-01, -02, -03, 04 and 010-713-09, based on the findings and subject to the conditions of approval contained in the staff report."



## **RECOMMENDED CONDITIONS OF APPROVAL:**

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 use for which this permit is approved shall commence within 12 months of the date of final approval. A single, one year extension of time may be requested in writing to the Planning Division thirty days prior to the one year expiration date. Should this permit not be initiated (obtain a Building Permit) within one year and no extension granted, the permit shall become null and void.
5. All projects and improvements must be performed in accordance with Nevada Revised Statutes (NRS) 623 and 624 and Carson City Municipal Code (CCMC) 15.05.020.
6. All repairs, replacements and alterations must have proper building permits and comply with International Building Codes, Uniform Plumbing Code, Uniform Mechanical Code or International Mechanical Code, Fuel Gas Code, National Electrical Code, Adopted International Energy Conservation code and Northern Nevada Amendments.
7. All improvements must meet current parking and exterior accessibility standards.
8. All contractors are required to carry state and local licenses.
9. The project must comply with the 2012 International Fire Code (IFC) and Northern Nevada Fire code Amendments as adopted by Carson City.
10. Addresses must be posted on buildings per Carson City Municipal Code (CCMC) before the commencement of the model home use..
11. Street signs must be in place and approved by Public Works before the commencement of the model home use.
12. Landscaping must meet 2012 International Wildland Urban Interface Code (IWUIC) standards jointly approved by Carson City Fire Department (CCFD) and developer per e-mail of June 27, 2016, which states that evergreen trees must be situated a minimum of 12 feet from the structure. The four evergreen tree types are all small growing and slow growing compared with classic Austrian pines and Spruce. The tallest is the Vandewolf Pine, but narrow. All evergreen trees and shrubs must also be a minimum 10 feet away from all sidewalks.
13. Construction and placement of signs must not block sight distance for vehicles.
14. Per condition number 44 of TSM-05-144, a building permit will not be issued for this use until street and infrastructure improvements are deemed substantially complete by the

City Engineer.

15. The developer shall install a six foot tall "Good Neighbor" solid fence and a 42 inch tall split rail wood fence. The six foot tall fence must be installed between the Tract Sales Office structures and at the rear property line of the model home parcels adjacent to the landscaping along Race Track Road. The fence adjacent to Race Track Road must be completed prior to opening the model homes for use.
16. The height of the required fences must be reduced to 42 inch tall split rail wood in the area between the front property line and the front yard setback and connect to the six foot tall fences on the side and rear areas. All of the fences must be installed prior to beginning the temporary sales office, model home and parking activities as shown on the Schulz Ranch Temporary Tract Sales Office and Signage Figure 5: Site and Landscape Plan.
17. The maximum number of model homes is three, with one additional parcel being used for temporary parking. This parking will be removed and this parcel converted to a single family home lot with an appropriate home constructed on it when the model homes use terminates. The model homes and sales office will also be transitioned to residential uses. Advertising methods included in this review and approval must be removed in conjunction with the timing of the conversion of the model homes to residential uses.
18. Hours of operation for the model home and parking area shall be limited to 8:00am to 7:00pm daily.
19. The maximum number and sizes of flags, banners and other advertising signage is limited to that shown in the submitted application package received July 28, 2016, with the exception of exempt signage as listed in Development Standards Division 4 Signs at 4.4.7 Exemptions.

**LEGAL REQUIREMENTS:** CCMC 18.02.080 (Special Use Permits), CCMC 18.04.075 Single Family 6,000- Specific Plan Area (SF6-SPA), CCMC Development Standards Division 2 Parking and Division 4 Signs

**MASTER PLAN DESIGNATION:** Medium Density Residential (MDR)

**PRESENT ZONING:** Single Family 6,000- Specific Plan Area (SF6-SPA)

**KEY ISSUES:** Will the proposed development of three model homes, a temporary tract sales office inside the garage of one of the model homes, associated parking on a fourth future residence parcel, as well as proposed signage to advertise the Schulz Ranch Subdivision on these parcels, plus advertising signage on an additional parcel for a total of five parcels, be compatible with the surrounding neighborhood and be in keeping with the standards of the Carson City Municipal Code?

**SURROUNDING ZONING AND LAND USE INFORMATION:**

NORTH: Single Family 6,000- Specific Plan Area (SF6-SPA)/vacant land  
EAST: Single Family 6,000- Specific Plan Area (SF6-SPA)/vacant land  
WEST: Single Family 6,000- Specific Plan Area (SF6-SPA)/vacant land  
SOUTH: Single Family 6,000- Specific Plan Area (SF6-SPA)/vacant land

**ENVIRONMENTAL INFORMATION:**

FLOOD ZONE: Zone X (areas of minimal flooding)  
EARTHQUAKE FAULT: unknown- beyond 500 feet  
SLOPE/DRAINAGE: Site is flat

**SITE DEVELOPMENT INFORMATION:**

LOT SIZES (square feet): 7,802; 8,092; 8,196; 14,264; 6,714.

STRUCTURE SIZE: Currently vacant land/proposed use is construction of three model single family residential units. A garage in one of the model units is to be used as the office for a temporary tract sales office.

PARKING: Seven spaces. Temporary parking is proposed off-street on a parcel separate from the model homes. The parking area will eventually be removed and another single family residence will be placed on the site.

SETBACKS for the Schulz Ranch Subdivision: Front 15 to residence and 20 to garage (driveway length), Side 5, Street Side 5, Rear 15, Height 26.

VARIANCES REQUESTED: None

**PREVIOUS REVIEW:** August 7, 2014 FSM-14-015 approval of Schulz Ranch Phase 1, for 100 single family residential lots.

**DISCUSSION:**

A Special Use Permit is required for the following reasons: per Carson City Municipal Code Title 18.04.075, a Temporary Tract Sales Office is a conditional use in the Single Family 6,000 zoning district, requiring approval of a Special Use Permit. Per Development Standards Division 2 Parking, an on-site location within 300 feet may be used in support of a use, after approval of a Special Use Permit. The applicant proposes seven temporary off-street parking spaces on a parcel which will eventually be used as a residential home site. Per Division 4 Signs, variations in location, size and time for display of signs and banners may only be permitted by Special Use Permit. It is noted some signs are exempt from review under 4.4.7 Exemptions if they meet certain criteria. If the signage is larger, exceeds the number or amount of time allowed under these exemptions, review and approval of the proposed signs and banners by Special Use Permit is required.

The proposed development of the area shown as the Schulz Ranch Specific Plan Area has been reviewed and approved for development of the Schulz Ranch Subdivision for the creation and sales of home lots. The developer is proposing model homes to show prospective buyers the products which will be available to purchase under this approved subdivision process. The temporary conversion of a garage in one of three model homes to a sales office is proposed. In addition, a separate parcel is to be used for the creation of seven parking spaces to be used for temporary parking. This parking area will eventually be removed and a home will be placed on this site as well.

The location of the model homes will be at the entrance to the proposed subdivision, adjacent to Center Drive. Traffic impacts to the surrounding properties will be limited. In order to advertise the location and availability of the proposed homes, the developer is requesting that signs and banners be allowed to be placed on five lots, including the three model home lots and the parking area lot, to direct interested prospective buyers to the model homes and parking area.

Three model homes are proposed on the site, with varied design features available. Three landscaping plans have also been reviewed and approved in conjunction with the subdivision, which will provide additional variation to the exterior appearance of the homes. A fourth parcel will be used for temporary parking. This parking will be dismantled and converted to another single family residence when the need for model homes has terminated. The requirement for

this conversion is included in the conditions of approval.

Flags, banners and signs are proposed on the four parcels used for the model homes and parking area. A fifth parcel, farther to the east, will also be used for placement of one sign. A total of five parcels will be utilized for the proposed advertising, including three model homes, seven parking spaces, flags, banners and signs.

The applicant has provided details showing the proposed locations of ten flags, three model identification signs, three banners, two community identification signs and one welcome center sign on the five parcels. The major concentration of advertising is proposed for the parcels proposed for model homes and parking. Only one sign is proposed outside the four contiguous parcels. This advertising will direct prospective buyers to this location. This is an appropriate temporary means of directing prospective customers to the site. Additional signage is allowed on the on the site under Development Standards Division 4.4.7 Exemptions, without additional review required.

The applicant has submitted detailed information regarding the proposed development of the sites. There are details showing the three model home lots, including photo-simulations of the completed model exterior and interior layouts, three landscaping choices, location of the sales office in the garage conversion, and layout of the proposed parking lot.

The ten flags are proposed on 20 foot tall poles, with flags measuring three by five feet. The model home identification signs are proposed as 15 inches by 18 inches, and would be installed on the model home parcels, the banners are proposed at 32 inches by 12 feet, while the other signs are shown as eight feet by four feet.

Staff recommends that the Planning Commission approve SUP-16-080 based on the discussion in this staff report and the required findings as noted on the following pages.

**PUBLIC COMMENTS:** Public notices were mailed to 31 property owners within 2,240 feet of the subject site (minimum distance required 600 feet) on August 12, 2016. As of the writing of this report, no comments in support or opposition of the request have been received. Any comments that are received after this report is completed will be submitted to the Planning Commission prior to or at the meeting on August 31, 2016, 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. All projects and improvements must be performed in accordance with Nevada Revised Statutes (NRS) 623 and 624 and Carson City Municipal Code (CCMC) 15.05.020.
2. All repairs, replacements and alterations must have proper building permits and comply with International Building Codes, Uniform Plumbing Code, Uniform Mechanical Code or International Mechanical Code, Fuel Gas Code, National Electrical Code, Adopted International Energy Conservation Code, and Northern Nevada Amendments.
3. All improvements must meet current parking and exterior accessibility standards.
4. All contractors are required to carry state and local licenses.

**Fire Department:**

1. The project must comply with the 2012 International Fire Code (IFC) and Northern Nevada Fire Code Amendments as adopted by Carson City.
2. Addresses must be posted on buildings per Carson City Municipal Code before the commencement of the model home use.
3. Street signs must be in place and approved by Public Works before commencement of the model home use.
4. Landscaping must meet 2012 International Wildland Urban Interface Code (IWUIC) standards jointly approved by Carson City Fire Department and developer per e-mail of June 27, 2016, which states that evergreen trees need to be situated a minimum of 12 feet from the structure. The four evergreen tree types are all small growing and slow growing compared with classic Austrian pines and Spruce. The tallest is the Vandewolfe Pine, but narrow. The e-mail thread is continued to clarify that all evergreen trees and shrubs must also be a minimum ten feet away from all sidewalks.

**Engineering Division:**

1. Construction and placement of signs must not block sight distance for vehicles.
2. Per condition number 44 of TSM-05-144, a building permit will not be issued for this use until street and infrastructure improvements are deemed substantially complete by the City Engineer.

**Parks and Recreation:**

1. The developer shall install a six foot tall "Good Neighbor" solid wood fence and a 42 inch tall split rail wood fence. The six foot tall fence must be installed between the Tract Sales Office structures and at the rear property line of the model home parcels adjacent to the landscaping along Race Track Road. The fence adjacent to Race Track Road must be completed prior to opening the model homes for use.
2. The height of the fences must be reduced to the 42 inch split rail wood fences in the area between the front property line and the front yard setback and connect to the six foot tall fences on the side and rear areas. All of the fences must be installed prior to beginning site temporary sales office, model home and parking activities as shown on the Schulz Ranch Temporary Tract Sales Office and Signage Figure 5: Site and Landscape Plan.

**Health and Human Services:**

No comments received.

**Environmental Control Authority:**

No comments received.

**Transportation:**

No comments received.

**FINDINGS:** Staff's recommendation is based upon the findings as required by CCMC Section 18.02.080 (Special Use Permits) enumerated below and substantiated in the public record for the project.

1. ***Will be consistent with the objectives of the Master Plan elements.***

*Goal 6.1 Promote High Quality Development*

*6.1a Durable Materials*

*Require the use of durable, long-lasting building materials for all new development.*

*Goal 6.2-Promote Compatible Infill and Redevelopment*

*6.2a- Neighborhood Compatibility*

*Ensure that infill and redevelopment is of a scale and character that is compatible with and enhances the surrounding development context through the use of appropriate height and density transitions, similar setbacks and lot coverage, garage and loading area location and configuration, connectivity to surrounding development, and other neighborhood specific design considerations.*

The applicant states the model homes, the sales office in the garage conversion, and all signage and advertising for the subdivision will be constructed with durable and long-lasting materials.

The temporary tract sales office will be contained within the garage converted to a sales office in one of the model homes. The materials in these model homes and sales office will be constructed under the same development quality standards as the rest of the subdivision.

The subdivision has been approved with appropriate review of the proposed development of the sites, including surrounding property setbacks, lot coverage and connectivity to surrounding development. Only advertising to promote the approved subdivision is under review with this application.

2. ***Will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood; and is compatible with and preserves the character and integrity of adjacent development and neighborhoods or includes improvements or modifications either on-site or within the public right-of-way to mitigate development related to adverse impacts such as noise, vibrations, fumes, odors, dust, glare or physical activity.***

The creation and approval of a subdivision will have impacts to the surrounding properties. The proposed model homes are to be located at the entrance to the subdivision, adjacent to Center Drive, which will mitigate impacts to surrounding properties, as traffic will be concentrated at the entrance to the subdivision. This location will include the proposed temporary tract sales office, parking, flags, signs and banners. The development of these four parcels with three model homes, a temporary tract sales office and a parking area will only have a minor impact on the surrounding properties as these models will be located on only five of the parcels within the subdivision. Traffic will be directed to this area at the entrance to the subdivision, where prospective customers will be able to look at the model homes on display. The location of the models should limit the traffic into other areas of the subdivision as well as surrounding properties. The model homes will provide the means of advertising this subdivision to prospective customers. Development of this area as a subdivision with many homes will have impacts related to creation of a large housing tract. Homes are an approved use of the land in this area and appropriate mitigation of impacts on surrounding properties was included in the overall approval of the subdivision. The proposed model homes, temporary tract sales office, parking area, flags, signs and banners are an appropriate method to advertise this development to allow it to be successful.

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

Creation of seven off-street parking spaces on a residential parcel in support of the model homes

and temporary tract sales office is proposed. The location of the model homes will be at the entrance to the proposed subdivision, adjacent to Center Drive. Traffic impacts to the surrounding properties will be limited, as traffic will be directed by the proposed signage to a specific area near the entrance to the subdivision to view these model homes. This temporary traffic was anticipated with the approval of the subdivision. Appropriate streets were proposed with the approval of the subdivision to accommodate this increase in the amount of vehicular and pedestrian traffic to this area. Completion of streets as required providing access to this area is part of the subdivision improvement process.

**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.***

The availability of appropriate utilities, schools, police and fire protection, public roads, storm drainage and other public improvements were reviewed in conjunction with the approval of the subdivision in this area. This request is to allow methods to enhance the sales of the home lots for this approved subdivision to prospective buyers, by directing them to this location by way of proposed flags, signs and banners to view the model homes on display, and to conduct business and discuss options in an on-site sales office. The development of the area as a subdivision has already been approved.

**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.***

With the approval of this Special Use Permit and recommended conditions of approval, the request will meet the applicable definitions and specific standards found in the code. The purpose of the Single Family 6,000 (SF6) zoning district is to provide for the development of single family detached dwellings in a suburban setting.

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

The proposed development of the sites with the temporary development of three model homes, a garage conversion to an office within one of the homes, off-street parking on a separate parcel, and signage on these four parcels as well as one additional parcel to a total of five is not anticipated to be detrimental to the public health, safety convenience and welfare. Proposed placement of the temporary development is located at the entrance to the subdivision, where the advertising for the proposed homes will be concentrated. At the conclusion of the temporary tract sales office and model homes, the homes will be available for sale and the temporary use will terminate. The subdivision has been approved to allow for development of these sites as dwellings. The supporting review for the approval of the subdivision was through another process. This review is to allow the developer the means to advertise this product to support sales of these homes to the public.

**7. *Will not result in material damage or prejudice to other property in the vicinity, as a result of proposed mitigation measures.***

This request is to allow the temporary use of four of the residential home lots in this subdivision to allow for advertising regarding products (homes) available as the subdivision is sold. The placement of this temporary use near the entrance to the subdivision, with off-street parking, will mitigate the impact to the surrounding properties, as traffic directed to one location near the entrance to the subdivision. Other mitigating measures were included in the review and approval process for development of the area as a subdivision. Home lots were created as a result of this



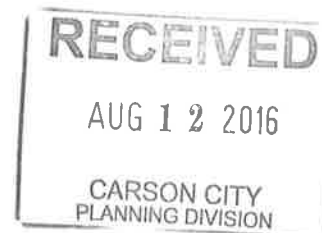
review and subsequent approval of the subdivision. The development of only five of the parcels near the entrance to this subdivision to allow three model homes, an off-street parking area, flags, signs and banners is appropriate for the developer to advertise this approved product to the public. No damage or prejudice to other properties in the vicinity is anticipated as a result of this portion of the development of the area.

Attachments:

- Building Division comments
- Fire Department comments
- Engineering comments
- Parks and Recreation comments
- Application (SUP-16-080)

August 12, 2016

SUP-16-080:



1. All projects and improvements must be performed in accordance with Nevada State Revised Statute (NRS) 623 & 624 and Carson City Municipal Code (CCMC) 15.05.020.
2. All Repairs, Replacement, and Alterations must have proper building permits and comply with International Building Codes, Uniform Plumbing Code, Uniform Mechanical Code or International Mechanical code, Fuel Gas Code, National Electrical Code, Adopted International Energy Conservation Code, and Northern Nevada Amendments.
3. All improvements have to meet current accessibility standards.
4. All contractors are required to carry state and local license.

Shawn Keating CBO

"There's no use talking about the problem unless you talk about the solution"

Building Official

Carson City Community Development Department

Web page <http://www.carson.org/index.aspx?page=172>

[skeating@carson.org](mailto:skeating@carson.org)

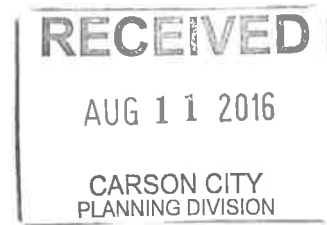
Office 775-887-2310 X 7052

Fax 775-887-2202

Cell 775-230-6623

August 10, 2016

SUP 16-080:

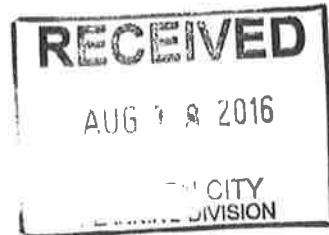


1. Project must comply with the 2012 IFC and Northern Nevada Fire Code Amendments as adopted by Carson City.
2. Address must be posted on building per CCMC.
3. Street signs must be in place and approved by Public Works.
4. Landscaping must meet 2012 IWUIC standards jointly approved by CCFD and developer per email of 6-27-16.

***Dave Ruben***

Fire Marshal  
Carson City Fire Department  
777 S. Stewart Street  
Carson City, NV 89701

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



**Engineering Division  
Planning Commission Report  
File Number SUP 16-080**

**TO:** Planning Commission

**FROM:** Rory Hogen, E.I.

**DATE:** Aug. 18, 2016

**MEETING DATE:** Aug. 31, 2016

**SUBJECT TITLE:**

Action to consider an application for a Special Use Permit from Lennar Reno LLC for the placement of a sales office in the garage of a model home and model home signage for APN's 10-712-01,-02, -03, -04 and 10-713-09.

**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. All construction and improvements must meet the requirements of Carson City and State of Nevada Codes and Development Standards. Public Works has two concerns: 1) construction and placement of the signs must not block sight distance for vehicles. 2) Per condition 44 of TSM 05-144, a building permit will not be issued for this use until street and infrastructure improvements are deemed substantially complete by the City Engineer.

**CCMC 18.02.080 (2a) - Adequate Plans**

The information submitted by the applicant is adequate for this analysis.

**CCMC 18.02.080 (5a) - Master Plan**

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

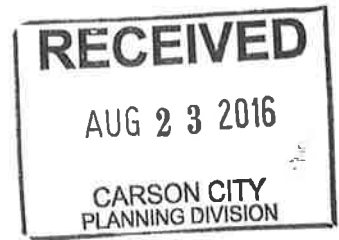
**CCMC 18.02.080 (5c) - Traffic/Pedestrians**

The proposal will not affect traffic or pedestrian facilities.

**CCMC 18.02.080 (5d) - Public Services**

Existing facilities appear to be adequate for this project.

August 23, 2016



SUP-16-080

Parks and Recreation

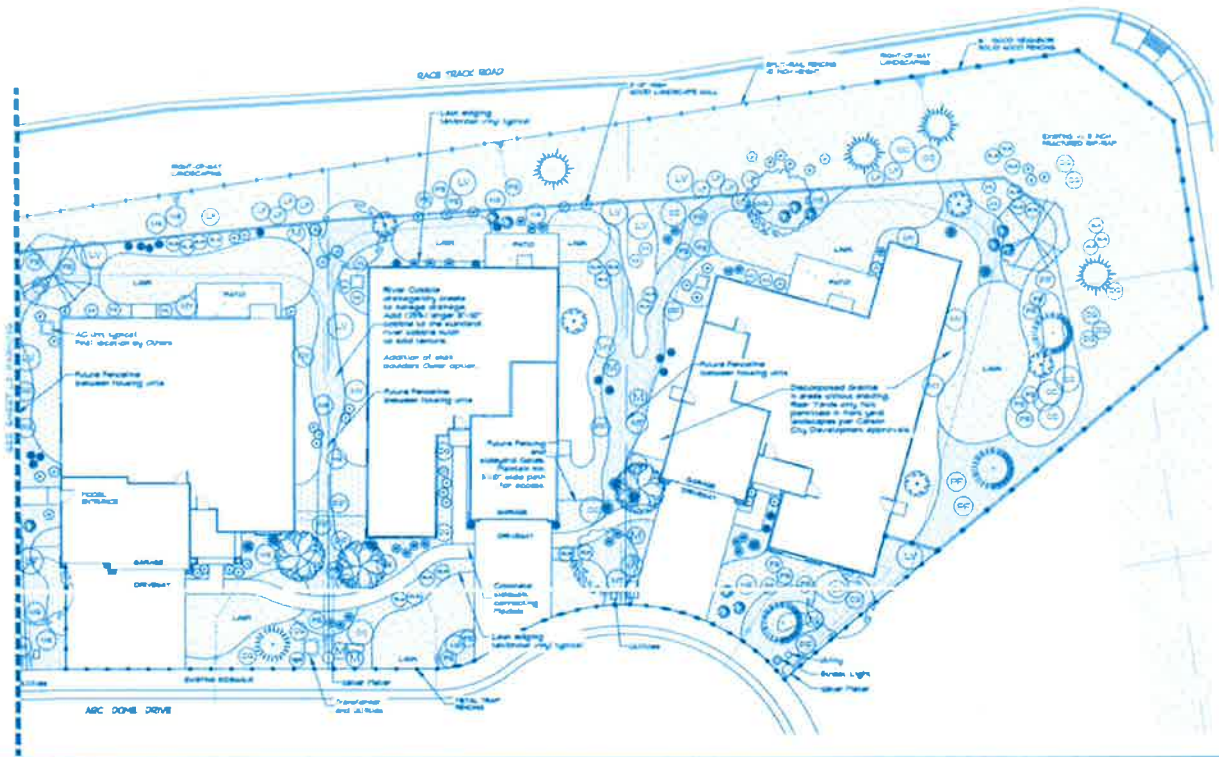
The developer shall install a six foot tall "Good Neighbor" solid wood fence and a 42 inch tall split rail wood fence. The six foot tall fence must be installed between the Tract Sales Office structures and at the rear property line of the model home parcels adjacent to the landscaping along Race Track Road. The fence adjacent to Race Track Road must be completed prior to opening the model homes for use.

The height of the fences must be reduced to the 42 inch split rail wood fences in the area between the front property line and the front yard setback and connect to the six foot tall fences on the side and rear areas. All of the fences must be installed prior to beginning site temporary sales office, model home and parking activities as shown on the Schulz Ranch Temporary Tract Sales Office and Signage Figure 5: Site and Landscape Plan.

Thank you for this opportunity to comment,

Vern/Patti/Jennifer

Patti Liebespeck  
Office Specialist  
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Phn: (775) 887-2262 x 7342  
Fax: (775) 887-2145  
pliebespeck@carson.org  
www.carson.org



# Schulz Ranch Temporary Tract Sales Office and Signage

## Special Use Permit



SUP - 16 - 080

Prepared For:

**LENNAR**

10345 Professional Circle, Ste 100, Reno, NV 89521

Prepared By:

**Manhard**  
CONSULTING

9850 Double R Blvd, Ste 101, Reno, NV 89521

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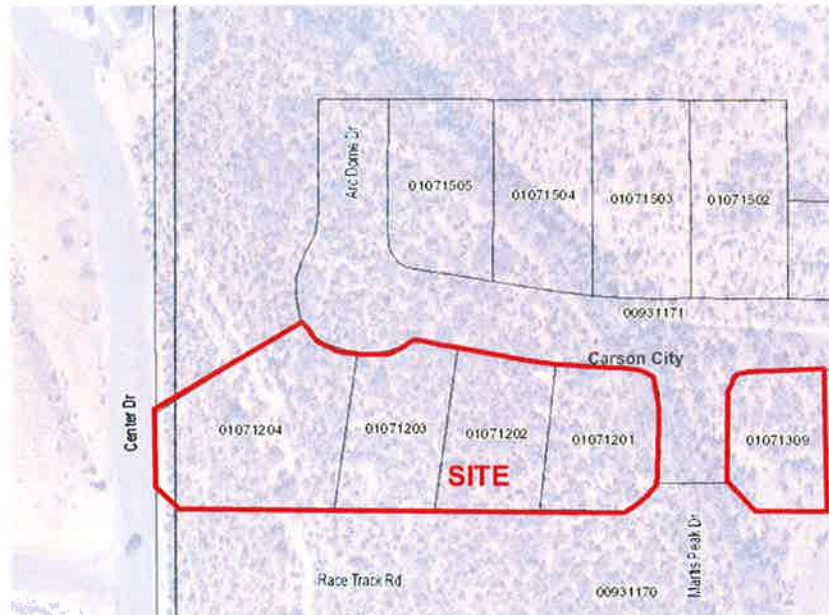
**APPENDICES**

Application & Supporting Information .....	Appendix A
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**PROJECT LOCATION**

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**Figure 1: Project Location**

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**EXISTING SITE CONDITIONS**

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The proposed project site is located northeast of the intersection of Center Drive and Race Track Road within the approved Schulz Ranch Subdivision Phase 1. The parcels (APNs: 010-712-01, 010-712-02, 010-712-03, 010-712-04 and 010-713-09) have a master plan designation of Medium Density Residential and a current zoning designation of SF-6 SPA.



## EXISTING MASTER PLAN & ZONING DESIGNATIONS

Figure 2: Existing Master Plan Designation (<http://ccapps.org/publicgis/>)

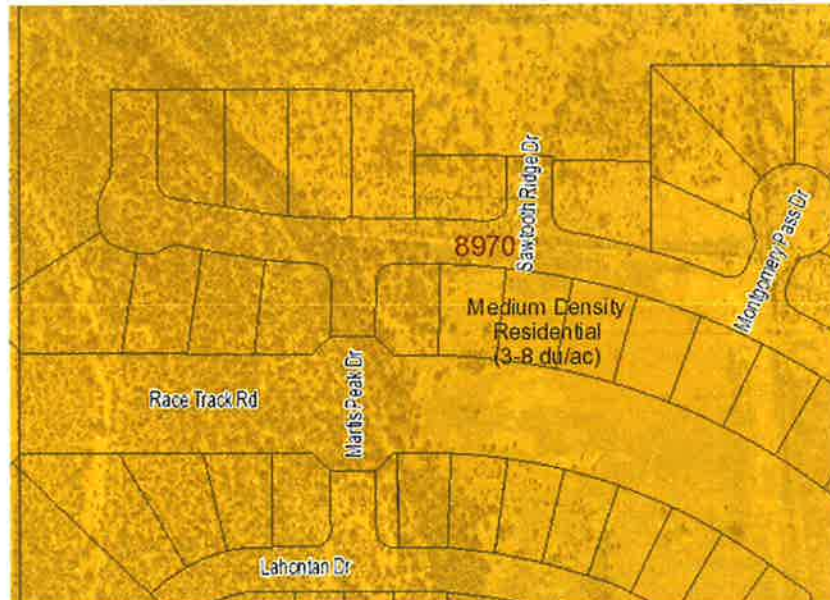
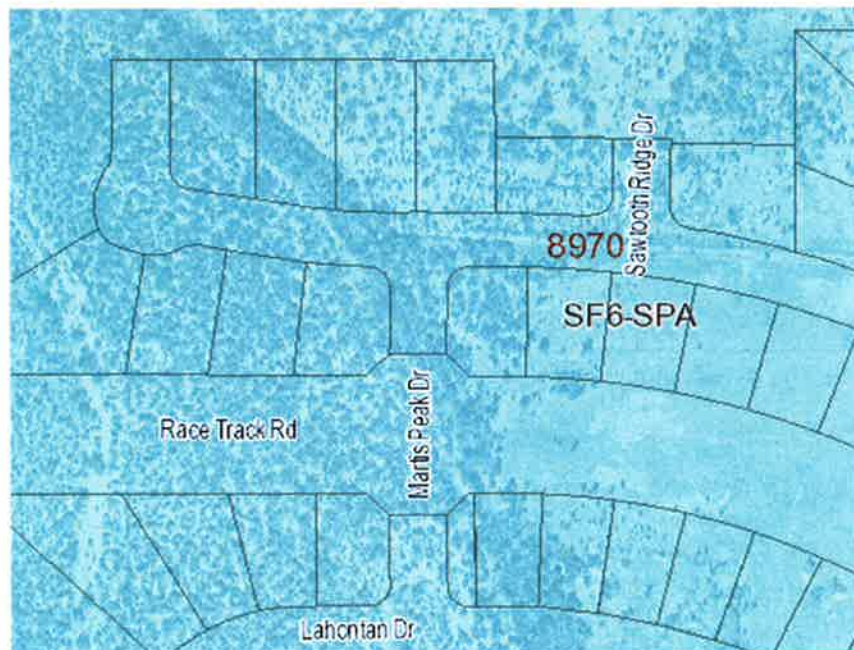


Figure 3: Existing Zoning Designation (<http://ccapps.org/publicgis/>)



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**SURROUNDING PROPERTIES**

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**Figure 4: Surrounding Property Designations**

Location	Master Plan Designation	Zoning Designation	Current Land Use
North	Mixed Residential	SF6-SPA	Vacant
South	Mixed Residential	SF6-SPA	Vacant
East	Mixed Residential	SF6-SPA	Vacant
West	Mixed Residential	SF6-SPA	Vacant

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**APPLICATION REQUEST**

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This application is a request for a Special Use Permit for:

- A temporary tract sales office inside a future model home in the proposed Schulz Ranch Subdivision (APN: 010-712-02). A temporary tract sales office is listed as a conditional use within the SF-6 zoning district, requiring a special use permit in accordance with CCMC 18.04.075 (3).
- The model home signage package as proposed. Signage materials and approximate locations are described in detail in the "Signage" section of this document.

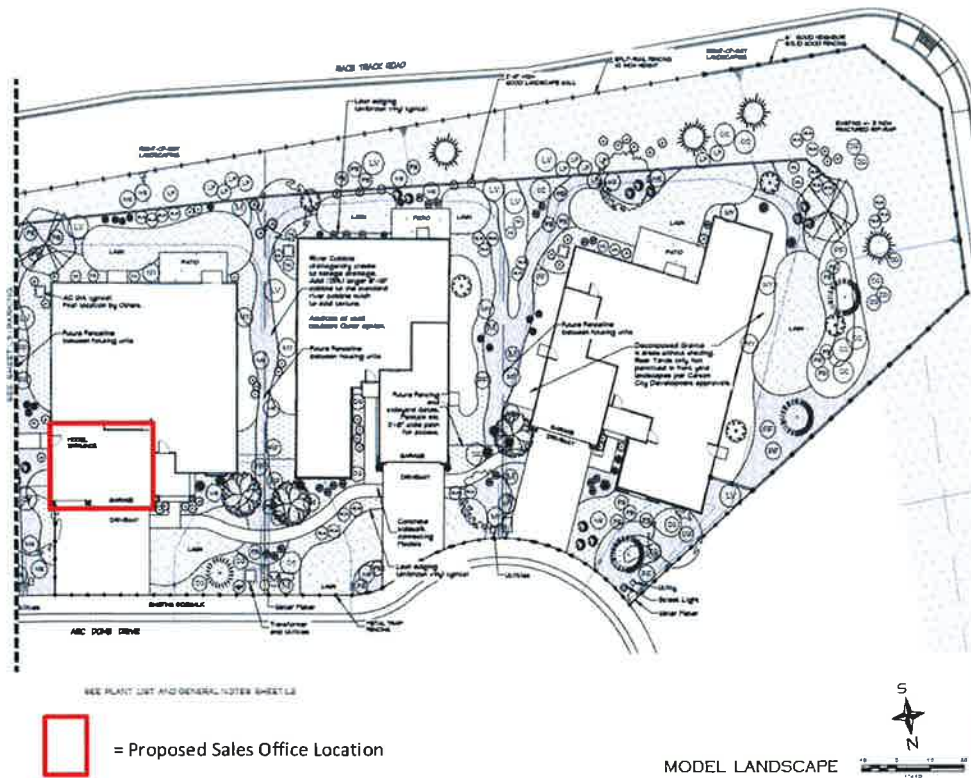
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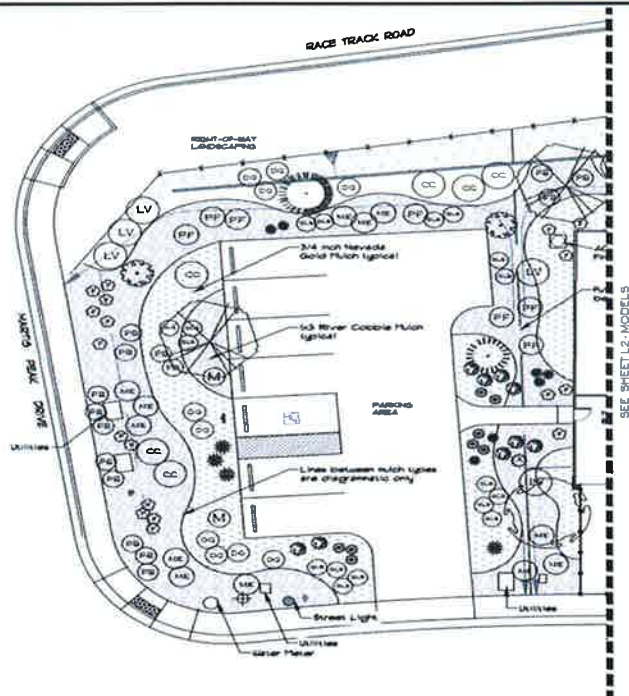
**PROJECT DESCRIPTION**

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The complete project includes a three (3) unit model home complex and its associated parking for the future Schulz Ranch Subdivision. The Special Use Permit request is limited to the use of the garage portion of one (1) of the future model homes as a temporary tract sales office and for the approval of the proposed signage package. The sales office is necessary to facilitate the purchase of homes during the development of the subdivision and the signage package is a standard marketing and information tool associated with all such complexes. At final buildout, the sales office will be removed and the garage will be restored at this point the signage and marketing package will also be removed. In addition, the parking lot will be removed and a new home built in its place.

### Figure 5: Site & Landscape Plans





## LANDSCAPING

A Landscape plan for the proposed sales office model home and the adjacent parking area is included in this packet. The landscape plan was prepared in accordance with SF-6 Development Standards for Carson City.



**Figure 6: Preliminary Model Home Elevations**



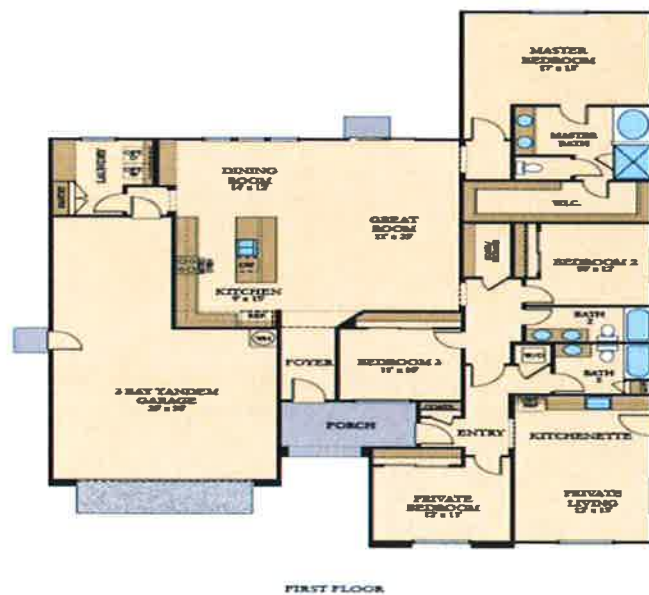


Figure 7: Floor Plans



Example 1 (Model 1953B)

Example 2 (Model 2400A)



Example 3 (Model 2547B)

## PARKING

A parking lot is located on the east side of the proposed sales office (APN: 010-712-01). It will contain seven (7) parking stalls, including one (1) ADA accessible parking stall.

**Figure 8: Off-Street Parking**

Land Use	Parking Requirement	Units	Required Parking	Provided Parking
SF-6	2 per DU	3	6	6
Office Space	1 per 325 SF	1	1	1
<b>Totals</b>			<b>7</b>	<b>7</b>

## SIGNAGE & EXTERIOR LIGHTING

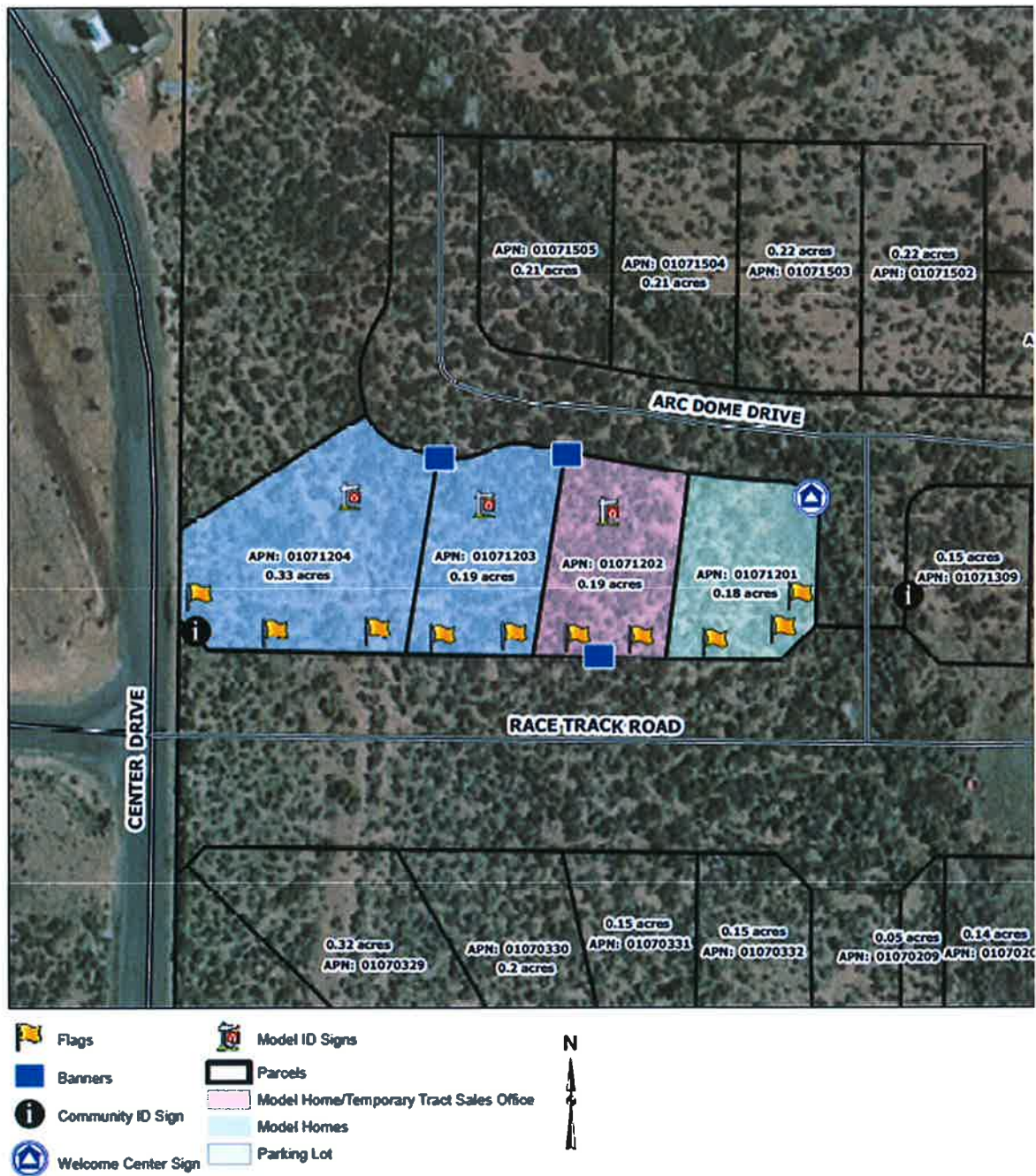
The proposed signage package for this project encompasses the temporary tract sales office, the two adjacent model homes, the associated parking lot and an adjacent vacant lot (APNs: 010-712-01, 010-712-02, 010-712-03, 010-712-04 and 010-713-09). The enclosed signage map demonstrates the approximate location of the materials (Figure 10). The applicant requests flexibility with regards final location of the signage package. Outdoor lighting will be in compliance with Division 1.3 of Carson City Development Standards.

The advertising materials will include:

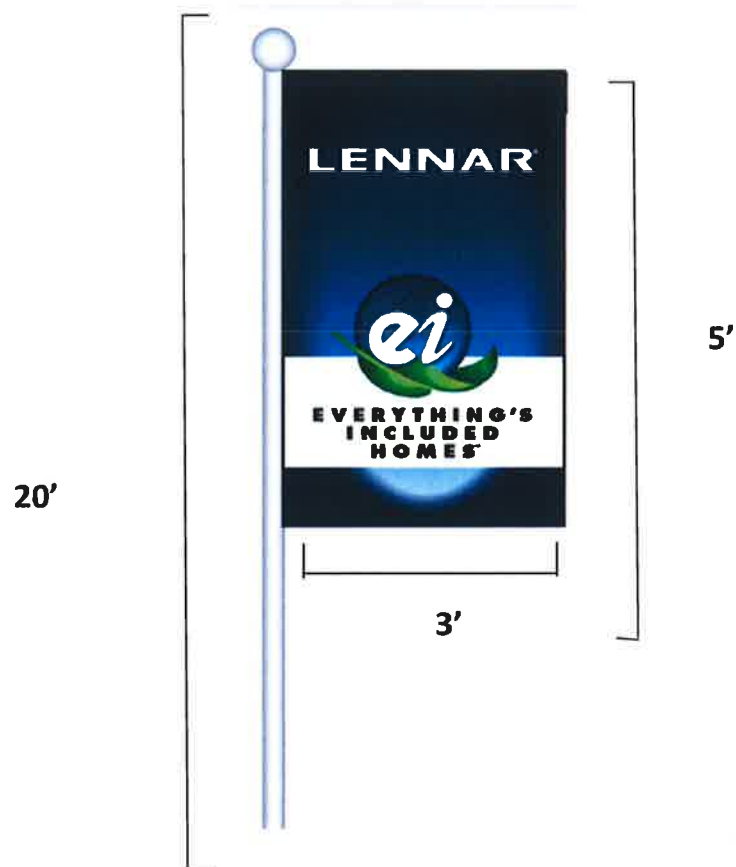
- Ten (10) free standing flags to be placed across five parcels lot (APNs: 010-712-01, 010-712-02, 010-712-03, 010-712-04 and 010-713-09.) (Figure 11)
- Two "Community ID" signs to be placed on two separate parcels (APNs: 010-712-04 and 010-713-09) (Figure 12)
- One "Welcome Center" sign to be placed on the parcel with the parking lot (APN: 010-712-01) (Figure 13)
- Three (3) "Now Selling" Banners. Two will be placed across the fence in front of the three proposed model homes and one will be placed behind a model home adjacent to Race Track Road (APNs: 010-712-04, 010-712-03, 010-712-02) (Figure 11)
- Three (3) Model Home ID signs to be placed in front of each model home type (APNs: 010-712-04, 010-712-03, 010-712-02) (Figure 14)



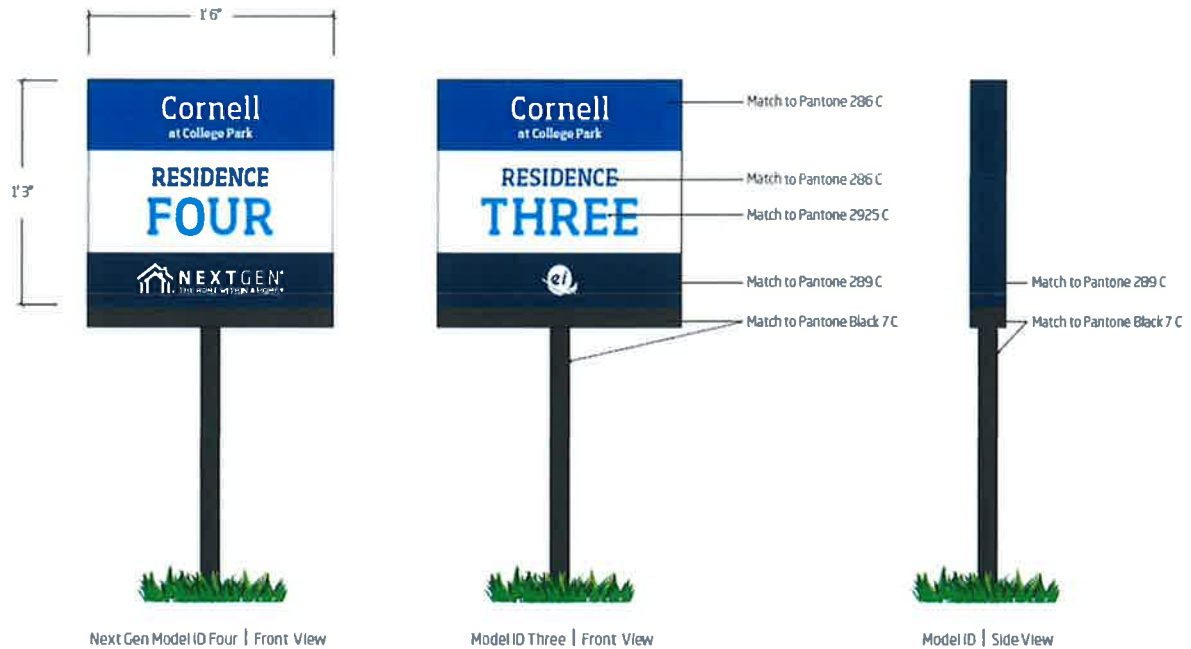
Figure 9: Signage Map



**Figure 10: Proposed Free-Standing Flag Example**



**Figure 11: Proposed Community ID Sign Examples****Figure 12: Proposed Welcome Center Sign Examples**

**Figure 13: Example of Proposed Model ID Sign Examples****Figure 14: Proposed Banner Example**

---

**FINDINGS**

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

**Chapter 6: "Use durable, long lasting materials"**

The model home with the sales office and all signage and advertising materials will be constructed from durable and long lasting materials.

**Chapter 6: "Provide appropriate height, density, and setback transitions and connectivity to surrounding development to ensure compatibility with surrounding development for infill projects or adjacent to existing rural neighborhoods"**

The temporary tract sales office will be contained inside a model home in the Schulz Ranch subdivision. This model home will be constructed under the same development and quality standards as the rest of the subdivision.

**Question 2. Will the effect of the proposed development be detrimental to the immediate vicinity? To the general neighborhood?**

- A. Describe the general types of land uses and zoning designations adjoining your property (for example: North: two houses, Single-Family 12,000 zoning; East: restaurant, Retail Commercial zoning; West: undeveloped lot, Retail Commercial zoning; South: apartment complex, Retail Commercial zoning).**

The temporary sales office is located within the proposed Schulz Ranch subdivision. This area is zoned SF-6 SPA. Surrounding land uses include other residential parcels included in the subdivision.

- 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 a building? If yes, please describe. If not, state that all uses will be within a building. Explain how construction-generated dust (if any) will be controlled. Have other properties in your area obtained approval of a similar request? How will your project differ in appearance from your neighbors? Your response should consider the proposed physical appearance of your proposal, as well as comparing your use to others in the area.**

The sales office is located within a model home of the approved subdivision. All uses will be contained within the building except for the proposed advertising signage outside the model homes. With exception to the construction of the model home and parking lot, no additional construction related hazards or disturbances will result from this project. Architecture will be similar to the surrounding model homes.

- C. Provide a statement explaining how your project will not be detrimental to the use, peaceful enjoyment or development of surrounding properties and the general neighborhood.**

The temporary sales office will be located within a model home of the subdivision. The usage is typical and within character of any subdivision and is necessary to facilitate the purchase of homes. This sales office will encourage development in the subdivision without impacting the use and peaceful enjoyment of nearby properties. The signage surrounding the model homes will be aesthetically pleasing and conform to standards for complexes of nature.

- D. Consider the pedestrian and vehicular traffic that currently exists on the road serving your project. What impact will your development have when it is successfully operating? Will vehicles be making left turns? Will additional walkways and traffic lights be needed? Will you be causing traffic to substantially increase in the area? What will be the emergency vehicle response time? State how you have arrived at your conclusions. What City department have you contacted in researching your proposal? Explain the effect of your project with the existing traffic in the area.**

Additional traffic for the sales office is below the amount required for a traffic study. Pedestrian traffic will be via the proposed path system and contained within a trap fence.

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

The temporary tract sales office will facilitate the purchase of homes within the subdivision thereby limiting the number of vacant homes and lots. The use of advertising will attract potential buyers to the community, also promoting home sales in the short term.

**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?**

No additional strain will be placed on public services in the area.

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

A drainage report was completed as part of the subdivision's approval. Information from this drainage report will be included as needed in any construction and engineering documents.

- C. Are the 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? Talk to Public Works for the required information.**

# APPENDIX A



RECEIVED

JUL 28 2016

**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:

CCMC 18.02

**SPECIAL USE PERMIT** CARSON CITY PLANNING DIVISION

**FEE:** \$2,450.00 MAJOR  
\$2,200.00 MINOR (Residential zoning districts)  
+ noticing fee

**SUBMITTAL PACKET**

- 8 Completed Application Packets (1 Original + 7 Copies) including:
  - Application Form
  - Written Project Description
  - Site Plan
  - Building Elevation Drawings and Floor Plans
  - Proposal Questionnaire With Both Questions and Answers Given
  - Applicant's Acknowledgment Statement
  - Documentation of Taxes Paid-to-Date (1 copy)
  - Project Impact Reports (Engineering) (4 copies)
  - CD containing application digital data (to be submitted once the application is deemed complete by staff)

**Application Reviewed and Received By:**

**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 - 16 SUP - 16 - 080**

**APPLICANT** Lennar Reno LLC  
**PHONE #**  
**MAILING ADDRESS, CITY, STATE, ZIP** 10345 Professional Circle Suite 100, Reno, NV 89521  
**EMAIL ADDRESS**

**PROPERTY OWNER** Lennar Reno LLC  
**PHONE #**  
**MAILING ADDRESS, CITY, STATE, ZIP** 10345 Professional Circle Suite 100, Reno, NV 89521  
**EMAIL ADDRESS**

**APPLICANT AGENT/REPRESENTATIVE** Manhard Consulting  
**PHONE #** (775) 746-3500  
**MAILING ADDRESS, CITY, STATE, ZIP** 3476 Executive Pointe Way, Ste 12, Carson City, NV 89706  
**EMAIL ADDRESS** cbaker@manhard.com

**Project's Assessor Parcel Number(s):**  
010-712-01, 010-712-02, 010-712-03, 010-712-04, 010-713-09

**Street Address** 6504, 6506, 6508, 6510 and 6512 Arc Dome Drive  
**ZIP Code** 89701  
6508 Arc Dome Drive, Carson City, NV 89701

**Project's Master Plan Designation**

Medium Density Residential

**Project's Current Zoning**

SF6-SPA

**Nearest Major Cross Street(s)**

Center Street

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: 18.04.075 (3), or Development Standards, Division 4, Section , a request to allow as a conditional use is as follows:

This request is to allow for a temporary tract sales office in an SF-6 zoned parcel, listed as a conditional use in 18.04.75 (3). An additional request is to allow for model home signage.

**PROPERTY OWNER'S AFFIDAVIT**

I, Lennar Reno LLC, 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

10345 Professional Circle Suite 100 Reno NV 89521

Use additional page(s) if necessary for other names.



STATE OF NEVADA  
COUNTY Washoe

On July 20th, 2016, Dustin Barker, 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.



# Master Plan Policy Checklist

## Special Use Permit, Major Project Review & Administrative Permits

### PURPOSE

The purpose of a development checklist is to provide a list of questions that address whether a development proposal is in conformance with the goals and objectives of the 2006 Carson City Master Plan that are related to non-residential and multi-family residential development. This checklist is designed for developers, staff, and decision-makers and is intended to be used as a guide only.

Development Name: Schulz Ranch Temporary Tract Sales Office and Signage SUP

Reviewed By: \_\_\_\_\_

Date of Review: \_\_\_\_\_

### DEVELOPMENT CHECKLIST

The following five themes are those themes that appear in the Carson City Master Plan and which reflect the community's vision at a broad policy level. Each theme looks at how a proposed development can help achieve the goals of the Carson City Master Plan. A check mark indicates that the proposed development meets the applicable Master Plan policy. The Policy Number is indicated at the end of each policy statement summary. Refer to the Comprehensive Master Plan for complete policy language.

#### CHAPTER 3: A BALANCED LAND USE PATTERN



The Carson City Master Plan seeks to establish a balance of land uses within the community by providing employment opportunities, a diverse choice of housing, recreational opportunities, and retail services.

#### Is or does the proposed development:

- ☐ Meet the provisions of the Growth Management Ordinance (1.1d, Municipal Code 18.12)?
- ☒ Use sustainable building materials and construction techniques to promote water and energy conservation (1.1e, f)?
- ☐ Located in a priority infill development area (1.2a)?
- ☐ Provide pathway connections and easements consistent with the adopted Unified Pathways Master Plan and maintain access to adjacent public lands (1.4a)?
- ☐ Protect existing site features, as appropriate, including mature trees or other character-defining features (1.4c)?

- ☒ At adjacent county boundaries or adjacent to public lands, coordinated with the applicable agency with regards to compatibility, access and amenities (1.5a, b)?
- ☐ In identified Mixed-Use areas, promote mixed-use development patterns as appropriate for the surrounding context consistent with the land use descriptions of the applicable Mixed-Use designation, and meet the intent of the Mixed-Use Evaluation Criteria (2.1b, 2.2b, 2.3b, Land Use Districts, Appendix C)?
- ☒ Meet adopted standards (e.g. setbacks) for transitions between non-residential and residential zoning districts (2.1d)?
- ☒ Protect environmentally sensitive areas through proper setbacks, dedication, or other mechanisms (3.1b)?
- ☒ Sited outside the primary floodplain and away from geologic hazard areas or follows the required setbacks or other mitigation measures (3.3d, e)?
- ☒ Provide for levels of services (i.e. water, sewer, road improvements, sidewalks, etc.) consistent with the Land Use designation and adequate for the proposed development (Land Use table descriptions)?
- ☒ If located within an identified Specific Plan Area (SPA), meet the applicable policies of that SPA (Land Use Map, Chapter 8)?

## CHAPTER 4: EQUITABLE DISTRIBUTION OF RECREATIONAL OPPORTUNITIES



The Carson City Master Plan seeks to continue providing a diverse range of park and recreational opportunities to include facilities and programming for all ages and varying interests to serve both existing and future neighborhoods.

Is or does the proposed development:

- ☐ Provide park facilities commensurate with the demand created and consistent with the City's adopted standards (4.1b)?
- ☐ Consistent with the Open Space Master Plan and Carson River Master Plan (4.3a)?

## CHAPTER 5: ECONOMIC VITALITY



The Carson City Master Plan seeks to maintain its strong diversified economic base by promoting principles which focus on retaining and enhancing the strong employment base, include a broader range of retail services in targeted areas, and include the roles of technology, tourism, recreational amenities, and other economic strengths vital to a successful community.

Is or does the proposed development:

- ☒ Encourage a citywide housing mix consistent with the labor force and non-labor force populations (5.1i)
- ☐ Encourage the development of regional retail centers (5.2a)
- ☐ Encourage reuse or redevelopment of underused retail spaces (5.2b)?
- ☐ Support heritage tourism activities, particularly those associated with historic resources, cultural institutions and the State Capitol (5.4a)?
- ☐ Promote revitalization of the Downtown core (5.6a)?

- ☐ Incorporate additional housing in and around Downtown, including lofts, condominiums, duplexes, live-work units (5.6c)?

## CHAPTER 6: LIVABLE NEIGHBORHOODS AND ACTIVITY CENTERS



The Carson City Master Plan seeks to promote safe, attractive and diverse neighborhoods, compact mixed-use activity centers, and a vibrant, pedestrian-friendly Downtown.

### Is or does the proposed development:

- ☒ Use durable, long-lasting building materials (6.1a)?
- ☐ Promote variety and visual interest through the incorporation of varied building styles and colors, garage orientation and other features (6.1b)?
- ☒ Provide variety and visual interest through the incorporation of well-articulated building facades, clearly identified entrances and pedestrian connections, landscaping and other features consistent with the Development Standards (6.1c)?
- ☒ Provide appropriate height, density and setback transitions and connectivity to surrounding development to ensure compatibility with surrounding development for infill projects or adjacent to existing rural neighborhoods (6.2a, 9.3b 9.4a)?
- ☐ If located in an identified Mixed-Use Activity Center area, contain the appropriate mix, size and density of land uses consistent with the Mixed-Use district policies (7.1a, b)?
- ☐ If located Downtown:
  - ☐ Integrate an appropriate mix and density of uses (8.1a, e)?
  - ☐ Include buildings at the appropriate scale for the applicable Downtown Character Area (8.1b)?
  - ☐ Incorporate appropriate public spaces, plazas and other amenities (8.1d)?
- ☐ Incorporate a mix of housing models and densities appropriate for the project location and size (9.1a)?

## CHAPTER 7: A CONNECTED CITY



The Carson City Master Plan seeks to promote a sense of community by linking its many neighborhoods, employment areas, activity centers, parks, recreational amenities and schools with an extensive system of interconnected roadways, multi-use pathways, bicycle facilities, and sidewalks.

### Is or does the proposed development:

- ☐ Promote transit-supportive development patterns (e.g. mixed-use, pedestrian-oriented, higher density) along major travel corridors to facilitate future transit (11.2b)?
- ☐ Maintain and enhance roadway connections and networks consistent with the Transportation Master Plan (11.2c)?
- ☐ Provide appropriate pathways through the development and to surrounding lands, including parks and public lands, consistent with the Unified Pathways Master Plan (12.1a, c)?



# CARSON CITY

Capital of Nevada

[Assessor Home](#)
[Personal Property](#)
[Sales Data](#)
[Secured Tax Inquiry](#)
[Recorder Search](#)

## Parcel Detail for Parcel # 010-712-02

### Location

Property Location [6508 ARC DOME DR](#)

Town

[Add'l Addresses](#)

District [2.7 - ORMSBY DISTRICT](#)

Subdivision [SCHULZ RANCH SUB PH 1](#) Lot 1-3 Block

[Legal Description](#)

Property Name

### Ownership

Assessed Owner Name [LENNAR RENO LLC](#)

Mailing Address [10345 PROFESSIONAL CIR STE 100](#)  
[RENO, NV 89521-0000](#)

[Ownership History](#)

[Document History](#)

Legal Owner Name [LENNAR RENO LLC](#)

Vesting Doc #, Date [455255](#) [06/25/15](#) Year / Book / Page [15 / 0 / 0](#)

Map Document #s [PM 2657](#) [PM 2664](#) [SM 2821](#)

### Description

Total Acres [.186](#)

Square Feet [8,092](#)

Ag Acres [.000](#)

W/R Acres [.000](#)

#### Improvements

Single-family Detached <a href="#">0</a>	Non-dwelling Units <a href="#">0</a>	Bedrooms / Baths <a href="#">0 / .00</a>
Single-family Attached <a href="#">0</a>	Mobile Home Hookups <a href="#">0</a>	Stories <a href="#">.0</a>
Multiple-family Units <a href="#">0</a>	Wells <a href="#">0</a>	Garage Square Ft... <a href="#">0</a>
Mobile Homes <a href="#">0</a>	Septic Tanks <a href="#">0</a>	Attached / Detached
Total Dwelling Units <a href="#">0</a>	Buildings Sq Ft <a href="#">0</a>	
<a href="#">Improvement List</a>	Residence Sq Ft <a href="#">0</a>	
<a href="#">Property Costing Estimates</a>	Basement Sq Ft <a href="#">0</a>	Basement
	Finished Basement SF <a href="#">0</a>	Bedrooms / Baths <a href="#">0 / .00</a>

### Appraisal Classifications

Current Land Use Code [120](#) [Code Table](#)

Zoning Code(s) [SF6 SPA](#)

Re-appraisal Group [5](#) Re-appraisal Year [2012](#)

Original Construction Year Weighted Year

### Assessed Valuation

Assessed Values	<a href="#">2016-17</a>	<a href="#">2015-16</a>	<a href="#">2014-15</a>
Land	<a href="#">7,875</a>	<a href="#">4,165</a>	
Improvements	<a href="#">0</a>	<a href="#">0</a>	
Personal Property	<a href="#">0</a>	<a href="#">0</a>	
Ag Land	<a href="#">0</a>	<a href="#">0</a>	
Exemptions	<a href="#">0</a>	<a href="#">0</a>	
<b>Net Assessed Value</b>	<b><a href="#">7,875</a></b>	<b><a href="#">4,165</a></b>	

#### Increased (New) Values

Land	<a href="#">0</a>	<a href="#">4,165</a>
Improvements	<a href="#">0</a>	<a href="#">0</a>
Personal Property	<a href="#">0</a>	<a href="#">0</a>

### Taxable Valuation

Taxable Values	<a href="#">2016-17</a>	<a href="#">2015-16</a>	<a href="#">2014-15</a>
Land	<a href="#">22,500</a>	<a href="#">11,900</a>	
Improvements	<a href="#">0</a>	<a href="#">0</a>	
Personal Property	<a href="#">0</a>	<a href="#">0</a>	
Ag Land	<a href="#">0</a>	<a href="#">0</a>	
Exemptions	<a href="#">0</a>	<a href="#">0</a>	
<b>Net Taxable Value</b>	<b><a href="#">22,500</a></b>	<b><a href="#">11,900</a></b>	

#### Increased (New) Values

Land	<a href="#">0</a>	<a href="#">11,900</a>
Improvements	<a href="#">0</a>	<a href="#">0</a>
Personal Property	<a href="#">0</a>	<a href="#">0</a>

[Back to Search List](#)



# CARSON CITY

Capital of Nevada

[Treasurer Home](#)
[Assessor Data Inquiry](#)
[Back to Last Page](#)

## Secured Tax Inquiry Detail for Parcel # 010-712-03

Property Location: 6506 ARC DOME DR  
 Billed to: LENNAR RENO LLC  
 10345 PROFESSIONAL CIR STE 100  
 RENO, NV 89521-0000

Tax Year: 2016-17  
 Roll #: 009941  
 District: 2.7  
 Tax Service:  
 Land Use Code: 120

[Code Table](#)

### Outstanding Taxes:

Prior Year	Tax	Penalty/Interest	Total	Amount Paid	Total Due
------------	-----	------------------	-------	-------------	-----------

No Prior Year Taxes

### Current Year

08/15/16	38.90		38.90	.00	38.90	<a href="#">Pay</a>
10/03/16	36.00		36.00	.00	74.90	<a href="#">Pay</a>
01/02/17	36.00		36.00	.00	110.90	<a href="#">Pay</a>
03/06/17	36.00		36.00	.00	146.90	<a href="#">Pay</a>
<b>Totals:</b>	<b>146.90</b>	<b>.00</b>	<b>146.90</b>	<b>.00</b>		

[Payment Cart](#)
[History](#)

### Additional Information

	2016-17	2015-16
Tax Rate	3.5200	3.5200
Tax Cap Percent	.2	
Abatement Amount	130.30	





Model 1953B



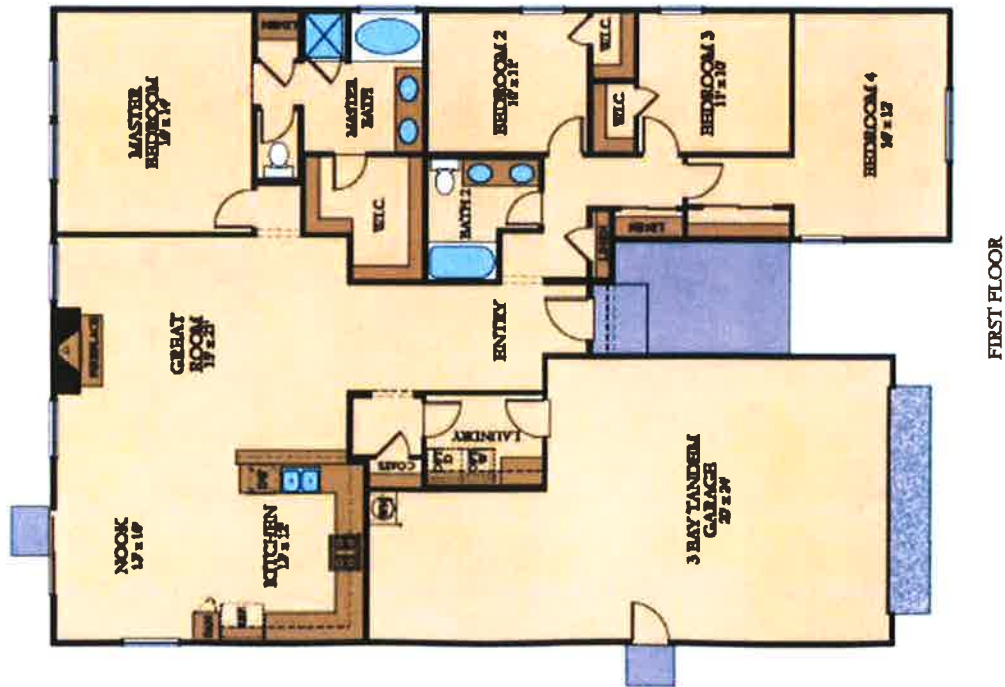
Model 2400A

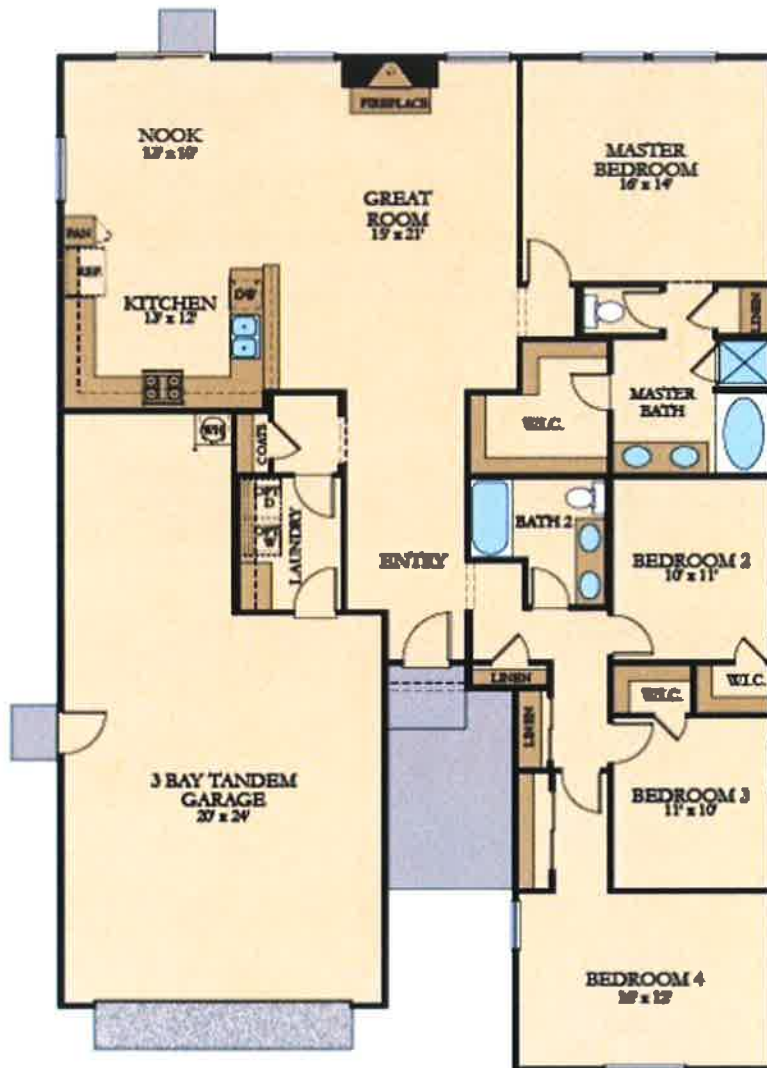




**Model 2547B**







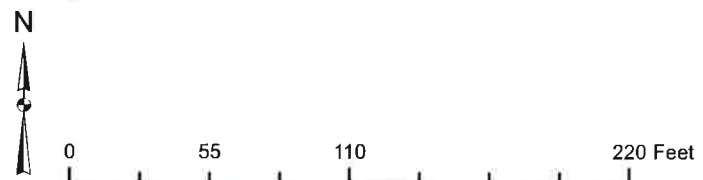
FIRST FLOOR

**Model 1953B**





- Flags
- Banners
- Community ID Sign
- Welcome Center Sign
- Model ID Signs
- Parcels
- Model Home/Temporary Tract Sales Office
- Model Homes
- Parking Lot



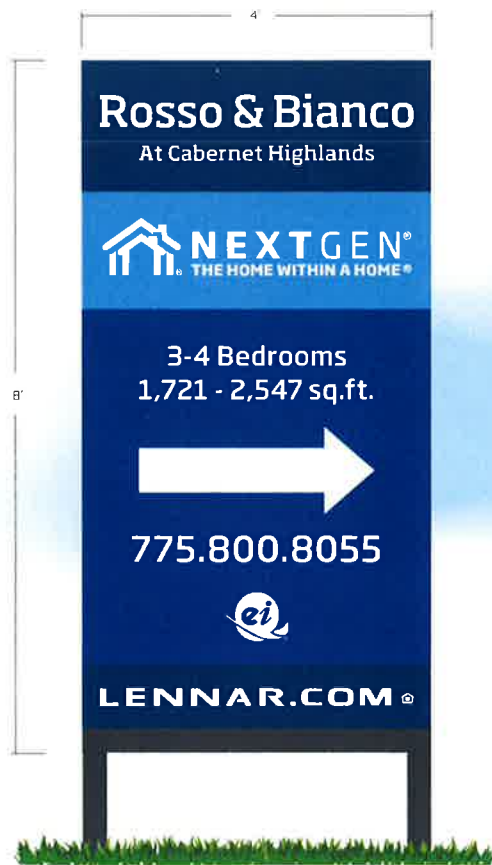
# Manhard

## CONSULTING LTD

6850 Double R Boulevard, Suite 101, Reno, NV 89521 ph: 775-746-3800 fx: 775-746-3820 manhard.com

Civil Engineers • Surveyors • Water Resource Engineers • Water & Wastewater Engineers  
Construction Managers • Environmental Scientists • Landscape Architects • Planners

<b>LENNAR-SCHULZ RANCH SPECIAL USE PERMIT</b>	
APN: 010-712-01, 010-712-02, 010-712-03, 010-712-04, 010-713-09	
<b>SIGN PACKAGE AND TEMPORARY SALES OFFICE</b>	
	<div style="font-size: small; margin-bottom: 5px;">SHEET</div> <div style="font-size: 2em; font-weight: bold; margin: 0;">EXHIBIT</div>



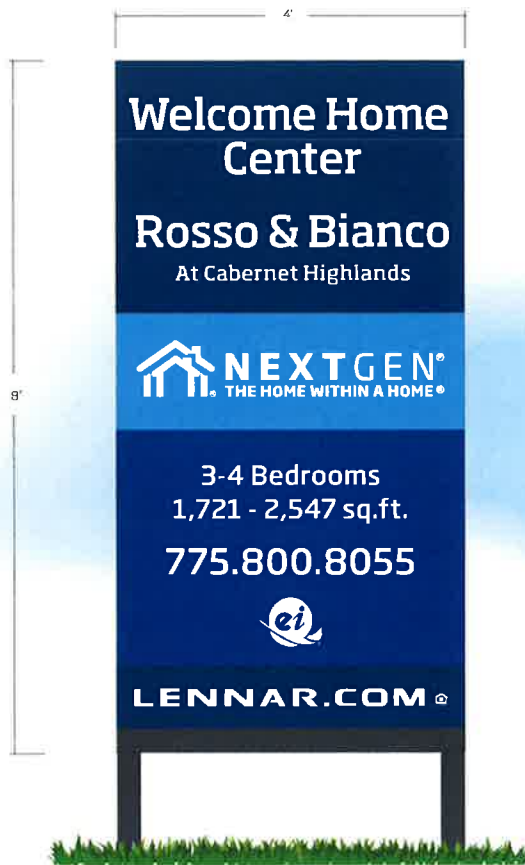
Next Gen Community ID - Doublesided 4x8 Sign



Next Gen Community ID - Doublesided 4x8 Sign

**NOW SELLING**

Optional Snipe

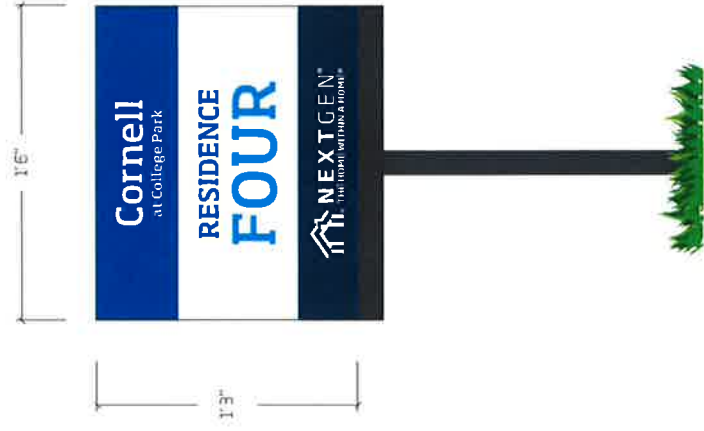


Next Gen Community ID 4x8 Sign - Front

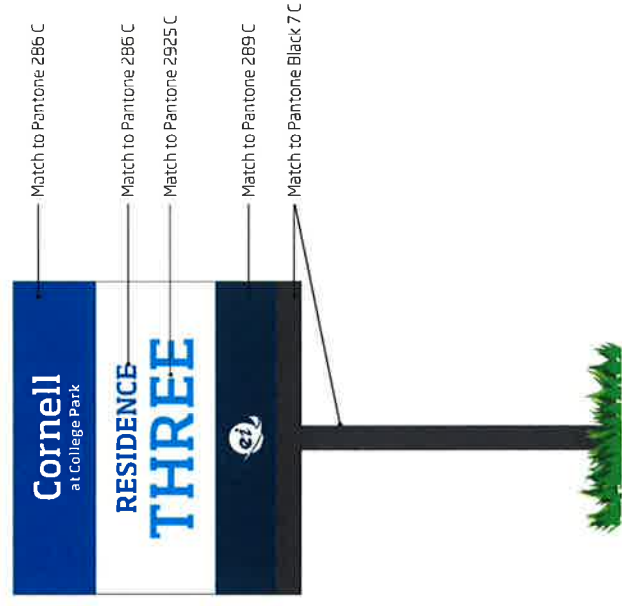


Next Gen Community ID 4x8 Sign - Back

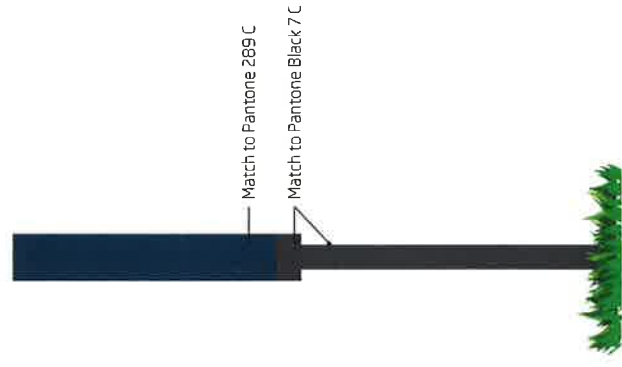
# GUIDELINES



NextGen Model ID Four | Front View



Model ID Three | Front View



Model ID | Side View



# Now Selling

**LENNAR®**



144"

32"