

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Planning Commission**  
**Wednesday, August 31, 2016 ● 5:00 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Commission Members**

**Chair – Paul Esswein**

**Vice Chair – Mark Sattler**

**Commissioner – Charles Borders, Jr.**

**Commissioner – Monica Green**

**Commissioner – Elyse Monroy**

**Commissioner – Walt Owens**

**Commissioner – Daniel Salerno**

**Staff**

Lee Plemel, Community Development Director

Hope Sullivan, Planning Manager

Danny Rotter, Engineering Manager

Dan Yu, Deputy District Attorney

Tamar Warren, Deputy Clerk

**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**

(5:02:16) – Chairperson Esswein called the meeting to order at 5:00 p.m. Roll was called and a quorum was present. Chairperson Esswein led the Pledge of Allegiance after which he introduced newly-appointed Commissioner Borders, who gave background on his planning and city council experiences in Texas.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Paul Esswein	Present	
Vice Chairperson Mark Sattler	Present	
Commissioner Charles Borders, Jr.	Present	
Commissioner Monica Green	Absent	
Commissioner Elyse Monroy	Absent	
Commissioner Walt Owens	Present	
Commissioner Daniel Salerno	Present	

**B. PUBLIC COMMENTS**

(5:04:37) – Sharon Rosse of Capital City Arts Initiative (CCAI) introduced herself and distributed literature, incorporated into the record, on the exhibitions in the Courthouse Lobby, the Business Development Building, and the Sierra Room.

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES – July 19, 2016.**

(5:05:58) – Chairperson Esswein introduced the item and noted a correction.

**(5:06:45) – I move to approve the July 19, 2016 meeting minutes as amended.**

<b>RESULT:</b>	<b>APPROVED (4-0-1)</b>
<b>MOVER:</b>	Sattler
<b>SECONDER:</b>	Salerno
<b>AYES:</b>	Esswein, Sattler, Owens, Salerno
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	Borders
<b>ABSENT:</b>	Green, Monroy

**D. MODIFICATION OF AGENDA**

(5:07:17) – There were no modifications to the agenda.

**E. DISCLOSURES**

(5:07:29) – There were no disclosures by the commissioners.

**F. PUBLIC HEARING MATTERS****F-1 MISC-16-076 FOR POSSIBLE ACTION: TO ELECT PLANNING COMMISSION OFFICERS.**

(5:07:47) – Chairperson Esswein introduced the item.

(5:08:21) – **MOTION: I move to nominate Paul Esswein to the position of Chair.**

<b>RESULT:</b>	<b>APPROVED (4-1-0)</b>
<b>MOVER:</b>	Sattler
<b>SECONDER:</b>	Salerno
<b>AYES:</b>	Sattler, Borders, Owens Salerno
<b>NAYS:</b>	Esswein
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Green, Monroy

(5:08:45) – **MOTION: I move to nominate Mark Sattler to the position of Vice Chair.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Esswein
<b>SECONDER:</b>	Salerno
<b>AYES:</b>	Esswein, Sattler, Borders, Owens Salerno
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Green, Monroy

**F-2 SUP-16-078 FOR POSSIBLE ACTION: TO CONSIDER REQUEST FROM WOOD RODGERS (PROPERTY OWNER MAVERIK, INC.) FOR A SPECIAL USE PERMIT TO ALLOW A**

**FREEWAY ORIENTED SIGN ON PROPERTY ZONED LIMITED INDUSTRIAL (LI), LOCATED AT 1451 COLLEGE PKWY., APN 008-922-29.**

(5:09:33) – Chairperson Esswein introduced the item. Ms. Sullivan presented the Staff Report and the agenda materials with accompanying photographs, all of which are incorporated into the record. Vice Chairperson Sattler received confirmation that Staff was recommending the sign not-to-exceed 40 feet. Commissioner Salerno was informed that the sign would be two-sided. Mr. Rotter clarified for Commissioner Border that Public Works had been coordinating with the applicants to ensure that the traffic light will be installed before the sign.

(5:22:19) – Amber Harmon of Wood Rogers introduced herself as an applicant representative and responded to the commissioners' questions. She explained that the sign will display gasoline pricing and will not be scrolling. She also stated that they "concur with most of the findings" and will be willing to "work with Staff on the architecture of the sign"; however they preferred to "stick to the 53-foot sign" in order for it to be seen from the freeway. Discussion ensued regarding the sign height and Ms. Sullivan clarified that the Staff was recommending to "come back after six months of operation for the electronic sign" and, at that time, would present an update to the Commission. The applicants proposed to have a 50-foot sign. Additionally, Ms. Harmon stated their agreement to all the other conditions of approval.

(5:34:57) – There were no public comments. Commissioner Border expressed concern over "signs popping up on our new freeway" and stated he would like to see a 40-foot sign. Vice Chair Sattler suggested a 47-foot sign as a compromise. Commissioner Owens stated his agreement and wished to move for the approval of the 47-foot sign.

**(5:40:26) – MOTION: I move to approve SUP-16-078, a request from agent Wood Rodgers (property owner Maverik, Inc.) for a Special Use Permit to allow a freeway oriented sign on property zoned Limited Industrial (LI), located at 1451 College Pkwy., APN 008-922-29, based on the findings and subject to the conditions of approval contained in the Staff Report.**

**(5:41:21) – Ms. Sullivan clarified that the motion included the modification of Condition Number 5, to allow a maximum height of 47 feet. Both the mover and the seconder confirmed their agreement to the modification.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Owens
<b>SECONDER:</b>	Sattler
<b>AYES:</b>	Esswein, Sattler, Borders, Owens Salerno
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Green, Monroy

**F-3 VAR-16-081 FOR POSSIBLE ACTION: TO CONSIDER REQUEST FROM PATRICK CLARK, BUILDING CONCEPTS INC. (PROPERTY OWNER DENNIS MCDUFFEE) FOR A VARIANCE TO ALLOW A MODIFICATION TO SETBACKS ON PROPERTY ZONED MULTI-FAMILY APARTMENT (MFA) AND GENERAL OFFICE (GO), LOCATED AT 510, 520, 530 AND 540 LINDA KAY COURT, APN 004-342-01, -02, -03, AND -04.**

(5:42:09) – Chairperson Esswein introduced the item. Ms. Sullivan presented the Staff Report and accompanying photographs, and responded to clarifying questions by the commissioners.

(5:49:41) – Patrick Clark of Building Concepts introduced himself as the applicant representative. Mr. Clark noted that he had read the Staff Report and agreed to the conditions of approval. He also clarified that the property had been originally zoned for General Office and they had “set the proposed project based on the lot parameters” which he believed were “very tight” and negatively impacted the building.

#### **PUBLIC COMMENT**

(5:27:07) – Barbara Andrade inquired about the parking areas and Ms. Sullivan explained that there will be no street parking, and that the on-site parking spaces would be situated between the building and the street.

**(5:54:21) – MOTION: I move to approve VAR-16-081, a variance request to reduce the rear setback on a lot located at 510 Linda Kay Court and zoned General Office from 30 feet to 18 feet; a request to reduce the rear setback at 520, 530, and 540 Linda Kay Court, each lot zoned Multi-Family Apartment, from 20 feet to 18 feet, and a request to reduce the north side setback on 530 Linda Kay Court and the south side setback on 520 and 540 Linda Kay Court, each zoned Multi-family Apartment (MFA), from 10 feet to 9 feet, APNs 004-342-01, -02, -03, and -04, based on the findings and subject to the recommended conditions of approval in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Sattler
<b>SECONDER:</b>	Owens
<b>AYES:</b>	Esswein, Sattler, Borders, Owens Salerno
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Green, Monroy

**F-4 SUP-16-080 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A SPECIAL USE PERMIT FROM MANHARD CONSULTING (PROPERTY OWNER: LENNAR RENO LLC) TO ALLOW A TEMPORARY TRACT SALES OFFICE, PARKING AREA AND ADVERTISING SIGNAGE ON PROPERTY ZONED SINGLE FAMILY 6000 SPECIFIC PLAN AREA (SF6-SPA), LOCATED AT 6504, 6506, 6508, 6510 AND 6512 ARC DOME DR., APNS: 010-712-01, -02, -03, -04, AND 010-713-09.**

(5:55:55) – Chairperson Esswein introduced the item. Ms. Sullivan presented the Staff Report and accompanying photographs. She also responded to clarifying questions by the commissioners, noting that the proposed signage would stay up until the model homes become residences. Commissioner Salerno suggested wind-resistant fences.

(6:03:20) – Applicant representative Chris Baker of Manhard Consulting confirmed their agreement to the Staff’s recommendations for approval and the modified conditions outlined in the Staff Report. He also noted that the fencing will consist of a “42-inch split rail fence on the back” to protect the landscaping, until the model homes become residences.

There were no public comments.

**(6:04:34) – MOTION:** I move to approve SUP-16-080, a request for a Special Use Permit 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.

Ms. Sullivan clarified that Conditions 15 and 16 will be removed and substituted with “the applicant will develop a proposal that will lead to the satisfaction of the Parks and Recreation Director, for protection of landscaping along Race Track Road”. Both the mover and seconder agreed with the modified conditions of approval.

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Salerno
<b>SECONDER:</b>	Sattler
<b>AYES:</b>	Esswein, Sattler, Borders, Owens Salerno
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Green, Monroy

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

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

(6:07:49) – Mr. Plemel indicated that no items had been presented to the Board of Supervisors for approval.

#### **FUTURE AGENDA ITEMS**

(6:09:07) – Mr. Plemel noted that several applications, including the Disc Golf Course Special Use Permit and a new casino in Northtown Plaza shopping center, had been received for discussion at the next meeting on September 28, 2016, adding that an additional Planning Commission special meeting will take place on September 29, 2016 to discuss the Vintage at Kings Canyon development. Discussion ensued regarding the public input guidelines and Mr. Plemel explained that he would work with the Chair to ensure proper time management.

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

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

(6:19:36) – There were no public comments.

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

**(6:19:39) – Chairperson Esswein adjourned the meeting at 6:20 p.m.**

The Minutes of the August 31, 2016 Carson City Planning Commission meeting are so approved this 28<sup>th</sup> day of September, 2016.

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PAUL ESSWEIN, Chair