

DRAFT MINUTES
Regular Meeting
Carson City Planning Commission
Wednesday, May 31, 2017 • 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 – Daniel Salerno

Staff

Lee Plemel, Community Development Director
Darren Schulz, Public Works Director
Hope Sullivan, Planning Manager
Susan Pansky, Special Projects Planner
Steven Pottéy, Project 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.

A. ROLL CALL, DETERMINATION OF QUORUM, AND PLEDGE OF ALLEGIANCE

(5:01:38) – Chairperson Esswein called the meeting to order at 5:01 p.m. Roll was called and a quorum was present. Vice Chair Sattler led the Pledge of Allegiance.

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

B. PUBLIC COMMENTS

(5:02:31) – Chairperson Esswein entertained public comments; however, none were forthcoming.

C. POSSIBLE ACTION ON APPROVAL OF MINUTES – April 26, 2017

(5:03:00) – MOTION: I move to accept the minutes [of the April 26, 2017 meeting] as presented.

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

D. MODIFICATION OF AGENDA

(5:03:45) – there were no modifications to the agenda.

E. DISCLOSURES

(5:04:02) – There were no disclosures by the Commissioners.

F. RECESS AS THE PLANNING COMMISSION

(5:04:36) – Chairperson Esswein recessed the Planning Commission.

GROWTH MANAGEMENT COMMISSION

1. CALL TO ORDER, ROLL CALL AND DETERMINATION OF A QUORUM

(5:04:41) – Chairperson Esswein Called the Growth Management Commission to order.

(5:04:49) – Roll Was called and a quorum was present.

2. PUBLIC COMMENT

(5:05:16) – Chairperson Esswein entertained public comment; however, none was forthcoming.

3. FOR POSSIBLE ACTION: APPROVAL OF THE MINUTES – MAY 25, 2016

(5:05:38) – There were no minutes to approve, as the previous year's minutes had already been approved at the following Planning Commission meeting, along with the Planning Commission minutes.

4. PUBLIC HEARING MATTERS

4-A. GM-17-045 FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS A RESOLUTION ESTABLISHING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE GROWTH MANAGEMENT ORDINANCE FOR THE YEARS 2018 AND 2019 AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2020 AND 2021; ESTABLISHING THE NUMBER OF BUILDING PERMIT ALLOCATIONS WITHIN THE DEVELOPMENT AND GENERAL PROPERTY OWNER CATEGORIES; AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE

FOR COMMERCIAL AND INDUSTRIAL BUILDING PERMITS AS A THRESHOLD FOR GROWTH MANAGEMENT COMMISSION REVIEW.

(5:07:37) – Chairperson Esswein introduced the item. Community Development Director Lee Plemel introduced himself and noted that the Commission will also hear from other City offices such as Public Works, Fire Department, School District, and others present in the audience.

(5:09:40) – Mr. Plemel gave background and presented the Staff Report which is incorporated into the record.

(5:23:00) – Darren Schulz, Public Works Director, noted that his presentations would primarily focus on water, and presented the agenda materials which are incorporated into the record.

(5:36:48) – Carson City Schools Superintendent Richard Stokes introduced himself, Andrew Fueling, Director of Fiscal Services, and Director of Operations, Mark Korinek. Mr. Stokes thanked Staff and Commissioner Borders for their support, especially with the Master Plan. Mr. Fueling delivered a PowerPoint presentation and responded to clarifying questions by the commissioners. He also noted that by 2040, the Carson City student population may grow to 10,000 - 11,000 students, adding that the current student breakdown is 46 percent in elementary, 22 percent in middle, and 30 percent in high school. He also reviewed possible expansion scenarios at each school, based on the anticipated growth. Discussion ensued on how land could be donated or set aside for future schools as developments increase and Mr. Plemel noted that the item would have to be discussed on a case-by-case basis.

(6:00:50) – Chairperson Esswein inquired about maintenance of the existing transportation system and Transportation Manager Patrick Pittenger explained that in addition to taxes and fees paid by developers, the maintenance cost of roads will depend on road density and size. He also noted that proposed legislation to address the issue “may or may not go forward”. Mr. Schulz clarified that these issues is being addressed at the Staff level and various proposals are being entertained, including impact fees. Chairperson Esswein suggested reduction of road size and not quality to manage maintenance costs.

(6:05:59) – Commissioner Green received clarification that the Commission’s role is to make a recommendation to the Board of Supervisors, adding that the police and fire information is backup to help the Board make decisions. Mr. Plemel also clarified for Commissioner Green that the numbers used are for three percent growth and that “the basis for the number is our most recent demographer population”. Commissioner Borders noted that the three percent number, used consistently, is a baseline to use year-after-year.

(6:08:55) – Chairperson Esswein entertained public comments, and when none were forthcoming, a motion.

(6:09:17) – MOTION: I move to recommend to the Board of Supervisors approval of a maximum of 658 residential building permit entitlements for 2018, with an allocation of 283 entitlements for the general property owner category and 375 entitlements for the development category, and to continue the commercial and industrial development annual average water usage threshold of 15,000 gallons per day for Growth Management Commission review, and distribution and allocations for future years as further provided in the draft Board of Supervisors Resolution.

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

5. PUBLIC COMMENT

(6:10:56) – Chairperson Esswein entertained public comments; however, none were forthcoming.

6. FOR POSSIBLE ACTION: TO ADJOURN AS THE GROWTH MANAGEMENT COMMISSION.

(6:11:08) – Chairperson Esswein adjourned the Growth Management Commission.

G. RECONVENE AS THE PLANNING COMMISSION

(6:11:10) – Chairperson Esswein reconvened the Planning Commission. A quorum was still present.

H. PUBLIC HEARING MATTERS

H-1 TSM-17-052 FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING A TENTATIVE SUBDIVISION MAP REQUEST FROM G&E INVESTMENTS (PROPERTY OWNERS: GORDON STREET LLC & G&E INVESTMENTS LLC) TO APPROVE A TENTATIVE SUBDIVISION MAP FOR 16 SINGLE-FAMILY ATTACHED RESIDENTIAL UNITS IN A COMMON OPEN SPACE DEVELOPMENT, ON PROPERTY ZONED MULTI-FAMILY APARTMENT (MFA) WITHIN THE BROWN STREET SPECIFIC PLAN AREA (BS-SPA), LOCATED AT 1709, 1725, 1759 & 1809 N. EDMONDS DRIVE, APNS: 008-306-09, -11, -15, & -16.

(6:11:15) – Chairperson Esswein introduced the item. Ms. Pansky presented the agenda materials, incorporated into the record, with accompanying slides, and responded to clarifying questions. She also noted that the applicant representatives are in the audience and will answer the Commissioners' questions. Chairperson Esswein was informed that the allowable density per acre is 38 units. Ms. Pansky clarified for Commissioner Sattler that condition of approval number five required the applicants to work with Staff to provide some additional architectural detail such as shutters. She also noted that the access to Fairview Drive would be a pedestrian access only.

(6:24:28) – Applicant representative Chris Baker of Manhard consulting confirmed that they had read and were in agreement with the Staff Report. He also noted that a homeowners association will not be feasible for 16 units, therefore, they will be maintained separately. Member Borders was informed that the private street maintenance will be handled via a maintenance agreement, one of the conditions of approval. Chairperson Esswein entertained public comments; however, none were forthcoming. Commissioner Salerno called the plan an improvement over what is there today.

(6:28:36) – MOTION: I move to recommend approval of TSM-17-052 a Tentative Subdivision Map consisting of 16 single-family attached residential units in a Common Open Space Development, on property zoned Multi-Family Apartment within the Brown Street Specific Plan Area, located at 1709, 1725, 1759 & 1809 N. Edmonds Drive, APNs: 008-306-09, -11, -15, & -16, based on the findings and subject to the recommended conditions of approval in the Staff Report.

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

(6:30:07) – Commissioner Borders acknowledged the presence of two boy scouts in the audience and thanked them for attending this meeting as a requirement for an Eagle Scout merit badge.

H-2 TPUD-17-053 FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING A TENTATIVE PLANNED UNIT DEVELOPMENT REQUEST FROM LIBERTY HOMES LLC (PROPERTY OWNER: VERNON C. LEE FAMILY TRUST) TO APPROVE AN AMENDMENT TO THE EXISTING RIVERVIEW TERRACE PLANNED UNIT DEVELOPMENT TO DIVIDE TWO PARCELS INTO FIVE, ON PROPERTY ZONED SINGLE FAMILY 21,000 – PLANNED UNIT DEVELOPMENT (SF21-P), LOCATED AT 4044 & 4080 HELLS BELLS ROAD, APNS: 010-361-05 & 010-361-06.

(6:30:34) – Chairperson Esswein introduced the item. Ms. Pansky presented the agenda materials with accompanying slides, and responded to clarifying questions by the Commissioners.

(6:36:45) – Mr. Baker reintroduced himself as the representative of this applicant as well and gave background on the original zoning of the property. He also called the project interesting and described the lack of development standards, adding that they were here for a PUD amendment and not a Parcel Map amendment “because of the fulfilled water and sewer agreement and the mapping of the PUD”. Mr. Baker confirmed that he and the applicant are in agreement with the Staff Report and the conditions of approval.

PUBLIC COMMENT

(6:39:44) – Lucinda Long introduced herself as a resident on Hells Bells Road. Ms. Long expressed concern that the only residence in the area had taken long to landscape their property to stabilize it, and was concerned about the “dirt running down the street”. She stated that she was not opposed to the project, but she considered hills as backyards “a disaster”. Mr. Baker noted that the new homes will have flatter driveways and less grading. He also stated that the property owner had a neighborhood meeting which resulted in great dialogue among neighbors. Public Works Engineer Steven Pottéy explained that the “hillside development standards require slope stabilization”. Chairperson Esswein entertained a motion.

(6:45:17) – MOTION: I move to recommend approval of TPUD-17-053, an amendment to the Riverview Terrace Planned Unit Development, to divide two parcels into five, on property zoned Single Family 21,000

– **Planned Unit Development (SF21-P), located at 4044 & 4080 Hells Bells Road, APNs: 010-361-05 & 010-361-06, based on the findings and subject to the recommended conditions of approval in the Staff Report.**

(6:45:55) – Chairperson Esswein clarified that the Commission will also grant the variance for the maximum lot depth. Ms. Pansky confirmed that “Staff doesn’t have any problems with that”.

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

(6:46:38) – Chairperson Esswein recessed the meeting.

(6:53:56) – Chairperson Esswein reconvened the meeting. A quorum was still present.

H-3 SUP-17-048 For Possible Action: To consider a request for a Special Use Permit from Ken Rose (property owner: Gold Lock Corp), to allow multi-family residential development on property zoned Retail Commercial - Planned Unit Development (RC-P), located at GS Richards Boulevard, APN 007-461-19.

(6:54:00) – Chairperson Esswein introduced the item. Ms. Sullivan presented the agenda items with accompanying slides and responded to clarifying questions by the Commissioners. She also noted that applicant Ken Rose was in the audience and would present later.

(6:58:45) – Transportation Manager Patrick Pittenger introduced himself and Paul Solaegui, and engineer on the applicant’s team who had prepared the traffic report incorporated into the record. Mr. Pittenger referenced the traffic report and responded to clarifying questions by the Commissioners. He also stated that per the report, the existing traffic conditions and the forecast did not exceed City standards which are level service D for intersections. He also noted that the study did not indicate that a signal was necessary at this time; however, there may be a potential future impact at the intersection of Silver Oak Drive and Carson Street, not related to this development, which may necessitate a signal. In response to a question by Chairperson Esswein, Ms. Sullivan noted that the on-street guest parking will be on GS Richards Boulevard. Mr. Pittenger elaborated that the lane configuration on Silver Oak Drive would not allow on-street parking. Vice Chair Sattler was informed that had there been no on-street parking, there would be a need for 75 parking spaces, one for every two units. Discussion ensued regarding resident parking and Ms. Sullivan noted that 1.7 parking spaces per unit was a reasonable number.

(7:10:38) – Applicant Ken Rose confirmed that he had read the Staff Report and was in agreement with the conditions of approvals, adding that a few façade changes may still be needed. He also delivered a project presentation which is incorporated into the record, and responded to clarifying questions by the Commissioners. Mr. Rose also addressed the parking concerns and stated that they had chosen to have more open space instead of parking spaces. Commissioner Sattler was informed that the parking inside the property was for residents only. Commissioner Salerno expressed concern over having three-story buildings with no elevators and not having two parking spaces per household. Mr. Rose explained that the property was close to public transit and he believed that

many of the tenants would be “young upwardly professionals that are going to be parking their bikes at the bottom and racing up the stairs to watch a Giants game or something like that”. He added that “elevators are a great convenience and expensive, and a huge maintenance problem”. Mr. Rose also noted that the expected tenants would most likely be healthcare professionals, Western Nevada College students, and possibly legislators. Commissioner Borders was informed that the building will not be gated; however, a gated egress will be provided for fire department access.

PUBLIC COMMENT

(7:19:30) – Randy Kuckenmeister introduced himself as the owner of the commercial building located at 3860 GS Richards Boulevard. Mr. Kuckmeister explained that he had heard from Ms. Sullivan that there would be no on-street parking and wished to understand why that had changed. He was also under the impression that GS Richards Boulevard was a secondary access to Carson Tahoe Hospital and was also concerned that peak time traffic going into and out of Western Nevada College will cause traffic.

(7:23:46) – Mark Turner introduced himself as a representative of the Silver Oak Development Company, which developed the PUD for the area, including the one being discussed, and a Special Use Permit holder “for a property across the street”, adding that they had not anticipated such heavy traffic use on GS Richards Boulevard. Mr. Turner indicated that like Mr. Kuckenmeister and for the same reasons he had outlined, they do not support the on-street parking on GS Richards Boulevard; however, they do not object to the apartment complex itself.

(7:26:00) – Mr. Solaegui introduced himself and noted that he had prepared the traffic study based on direction from the City’s Transportation Staff and analysis “according to standard procedures”. He stated that based on the traffic study, the required traffic service levels will be met. Mr. Solaegui explained that they were using “the best available data based on City Code to justify the parking”, adding that by City Code it is also acceptable to park on the [GS Richards] street.

(7:28:48) – Commissioner Green inquired whether the upcoming apartment complex “across the street” was taken into consideration and Mr. Solaegui explained that they had not specifically analyzed individual projects; however, their “cumulative analysis was based on the Carson City Master Plan and the absorption of future developments” and future growth. Chairperson Esswein noted that he had experienced issues at the intersection of College Parkway and GS Richards Boulevard, and believed the issue was related to striping. Mr. Selaegui believed that the delay was still within the City policy. Discussion ensued regarding the City’s parking requirements. Chairperson Esswein closed the public comment portion.

(7:33:37) – Ms. Sullivan read the City’s Municipal Code which allowed parking alternatives to the two cars per household option, at the Director’s discretion. She also noted that the Carson Hills development had already been approved for 1.7 parking spaces per household. She also clarified for Chairperson Esswein that the 1.7 parking spaces included guest parking, adding that there were 1.7 spaces on-site which would meet the parking standards. Mr. Plemel summarized the discussion as “they are providing the required parking on site. On street parking is permitted today and in the future, and it’s not being decided by this development.” Mr. Rose clarified that there are no specifically-labeled spaces for guests; however, guests are allowed to park in the complex. Commissioner Salerno was informed that the only assigned parking spaces would be those in front of rented storage units. Commissioner Borders inquired about dumpster placement for trash pickup and how parking may interfere with that. Ms. Sullivan stated that she usually asks for dumpster locations and the issue is addressed in the Major Project Review and during construction. Chairperson Esswein entertained a motion.

(7:45:09) – MOTION: I move to approve SUP-17-048 a request from Ken Rose (property owner: Gold Lock Corp), for a Special Use Permit to allow multi-family apartments on property zoned Retail Commercial – Planned Unit Development (RC-P), located on the southeast corner of GS Richards Boulevard and Silver Oak Boulevard, APN 007-461-19, based on the ability to make the required findings in the affirmative as stated in the Staff Report, and subject to the conditions of approval.

(7:46:15) – Chairperson Esswein noted that that parking issue “has been addressed sufficiently to be able to make the findings required by the ordinance”.

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

I. STAFF REPORTS (NON-ACTION ITEMS)

I-1 DIRECTOR'S REPORT TO THE COMMISSION.

(7:46:53) – Mr. Plemel stated that the next meeting will include a Special Use Permits for a middle school, a front yard fence, an expansion for a medical marijuana establishment, and for an existing day care facility transfer of ownership. He also announced that this evening was Commissioner Green’s last meeting as she had chosen not to reapply for another term. Mr. Plemel thanked Ms. Green for serving on the Planning Commission, who thanked the Commission, noting that she had “learned a lot”. Commissioner Sattler announced that the Board of Supervisors would be interviewing Planning Commercial candidates at 2 p.m. on June 1, 2017.

FUTURE AGENDA ITEMS

COMMISSIONER REPORTS/COMMENTS

J. PUBLIC COMMENT – none.

K. FOR POSSIBLE ACTION: FOR ADJOURNMENT

(7:50:01) – Chairperson Esswein adjourned the meeting at 7:50 p.m.

The Minutes of the May 31, 2017 Carson City Planning Commission meeting are so approved this 28th day of June, 2017.

PAUL ESSWEIN, Chair