

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Planning Commission**  
**Wednesday, August 30, 2017 ● 5:00 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Commission Members**

<b>Chair – Mark Sattler</b>	<b>Vice Chair – Charles Borders, Jr.</b>
<b>Commissioner – Paul Esswein</b>	<b>Commissioner – Elyse Monroy</b>
<b>Commissioner – Daniel Salerno</b>	<b>Commissioner – Candace Stowell</b>
<b>Commissioner – Hope Tingle</b>	

**Staff**

Lee Plemel, Community Development Director  
Hope Sullivan, Planning 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**

(5:01:40) – Chairperson Sattler called the meeting to order at 5:01 p.m. Roll was called and a quorum was present. Commissioner Esswein led the Pledge of Allegiance.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived/Left</b>
Chairperson Mark Sattler	Present	
Vice Chairperson Charles Borders, Jr.	Present	
Commissioner Paul Esswein	Present	
Commissioner Elyse Monroy	Present	
Commissioner Daniel Salerno	Present	
Commissioner Candace Stowell	Present	
Commissioner Hope Tingle	Present	

**B. PUBLIC COMMENTS**

(5:02:33) – Chairperson Sattler welcomed newly-appointed Commissioner Hope Tingle to the Planning Commission. He also entertained public comments; however, none were forthcoming.

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

(5:03:27) – **MOTION: I move to approve the July 26, 2017 meeting minutes.**

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

**D. MODIFICATION OF AGENDA**

(5:03:47) – there were no modifications to the agenda.

**E. DISCLOSURES**

(5:04:12) – Chairperson Sattler disclosed that his wife was employed by the Greenhouse Garden Center which shares property along the fence line being discussed in item F-3. Mr. Yu confirmed that the item did not present a conflict of interest.

**F. PUBLIC HEARING MATTERS**

**F-1 FOR DISCUSSION ONLY: PRESENTATION BY REPRESENTATIVES OF THE NEVADA CHAPTER OF THE AMERICAN PLANNING ASSOCIATION ON THE FEBRUARY 2017 NEVADA PLANNING GUIDE, THE NEVADA CHAPTER OF THE AMERICAN PLANNING ASSOCIATION AND THE NEVADA LEADERSHIP PROGRAM-UNIVERSITY CENTER FOR ECONOMIC DEVELOPMENT.**

(5:05:12) – Chairperson Sattler introduced the item. Mr. Plemel presented Julie Hunter, Official Development Officer of the American Planning Association, Nevada Chapter. Ms. Hunter introduced herself as the Senior Air Quality Specialist for Washoe County Health District. She also gave background and reviewed the newly-revised 2017 Nevada Planning Guide, which is incorporated into the record and found at <https://drive.google.com/file/d/0B39qxvIjqiL0N1RfNDVKVmRqR2s/view>. Ms. Hunter encouraged contacting her to set up workshops, luncheons, or social events. She also announced the upcoming chapter conference in Carson City in October.

(5:09:26) – Commissioner Tingle inquired about environmental or “water issues” and Ms. Hunter noted that the guide did not currently address these issues; however, she would be happy to work with Commissioner Tingle to add items to the “living document”.

**F-2 SUP-17-093 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR THE RENEWAL OF A SPECIAL USE PERMIT FROM ROGERS MEDIA COMPANY, (PROPERTY OWNERS: WILLIAM KUGLER & C S COFFEY) TO CONTINUE AN EXISTING BILLBOARD SIGN ON PROPERTY ZONED GENERAL COMMERCIAL (GC), LOCATED AT 800 OLD CLEAR CREEK ROAD, APN 009-302-09.**

(5:10:46) – Chairperson Sattler introduced the item. Ms. Sullivan presented the agenda materials which are incorporated into the record, and recommended approval for another five years, since Staff was able to make all the findings in the affirmative, and since no opposing comments were received. Ms. Sullivan noted that the

applicant was present in the audience. Chairperson Sattler was received clarification that the site was above the residences and the storage area.

(5:13:12) – Property owner William Kugler stated that he had read and was in agreement with the Staff Report. There were no public comments. Vice Chair Borders inquired about the age of the lighting system on the billboard and suggested having a “dark sky” review. Ms. Sullivan noted that Staff had not recommended any modifications since no complaints had been received. There were no public comments. Chairperson Sattler entertained a motion.

**(5:15:35) – MOTION: I move to approve SUP-17-093, a special use permit request from Rogers Media Company (Owners: William Kugler and C. S. Coffey) to allow the continuation of an existing billboard sign, on property zoned General Commercial, located at 800 Old Clear Creek Road, Assessor’s Parcel Number 009-302-09, based on the findings and subject to the conditions of approval contained in the Staff Report.**

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

**F-3 SUP-17-107 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A SPECIAL USE PERMIT FROM HANNIFAN BERGER ARCHITECTS (PROPERTY OWNER: 340 BETTS LLC, ROBERT GINDT) TO ALLOW AN EIGHT FOOT TALL FENCE ALONG THE NORTHERN PROPERTY LINE, IN THE REAR YARD SETBACK, ON PROPERTY ZONED SINGLE FAMILY 12,000 (SF12), LOCATED AT 340 BETTS STREET, APN 009-031-20.**

(5:16:31) – Chairperson Sattler introduced the item. Ms. Sullivan presented the Staff Report which is incorporated into the record. She also noted the presence of applicants Robert Gind and Darren Berger. Vice Chair Borders confirmed that the property to the west was also zoned as Single Family 12,000 (SF12).

(5:19:47) – Applicant and project architect Darren Berger introduced himself and indicated that he had read the Staff Report and was in agreement with the stated conditions of approval. Commissioner Stowell was informed that of the two residences on the property, the newer one would remain and the older one would be torn down and removed. Mr. Berger also acknowledged that they would follow the drainage recommendation in the Staff Report. Commissioner Salerno inquired about the posts that were already present on the property and Mr. Berger clarified that his client, Mr. Gindt, was unaware of the permit requirement to build a fence prior to starting the project. Mr. Berger noted that the required permits had since been obtained and the issue had been resolved. He also informed the commission that the lattice portion of the fence would be either cedar or redwood. Commissioner Salerno expressed concern over setting a precedent and Ms. Sullivan clarified that all the findings could be met, and that the property to the north was zoned as Limited Industrial. Commissioner Stowell suggested amending the language of the motion to indicate that “the property will be brought into conformance with the SF 12,000 zoning district” which would mean that the second dwelling would have to be brought down.

Ms. Sullivan clarified that the applicant had a parcel map pending before the City, and in order for that parcel map to be approved, one of the two buildings would have to be demolished. She also believed that the fence is the agendized item here and should the commission wish to address land use, the demolition discussion will be appropriate. Commissioner Esswein was informed that the Limited Industrial zoning permitted six foot fences. Commissioner Salerno believed that the reason to approve this SUP request was because “it was residential against industrial property”, and wished to make a motion. There were no public comments.

**(5:28:27) – MOTION: I move to approve SUP-17-107, a Special Use Permit request to allow for an eight foot fence in the rear yard, on property zoned Single Family 12,000, located at 340 Betts Street, APN 009-031-20, based on the findings and the conditions of approval contained in the Staff Report.**

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

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

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

(5:29:53) – Ms. Sullivan updated the Commission on the Nevada Builders Association appeal to the Board of Supervisors and stated that the Board had allowed the childcare as a conditional use of the Planned Unit Development. She also noted that the childcare facility was allowed with limited outdoor and no Saturday hours by the Board which had also allowed on-street parking.

(5:31:50) – Mr. Plemel reported that the Board of Supervisors had voted to remove the Limited Industrial zoning from retail marijuana areas, and had delayed implementation of retail establishments until January 1, 2018. He also reminded the Commission that the APA Nevada Chapter conference would take place in October, 2017 in Carson City and noted that his office would be working with the Commissioners regarding their attendance.

**FUTURE AGENDA ITEMS**

(5:34:50) – Mr. Plemel noted that a Variance request for a single family detached garage setback and a Special Use Permit request for an eight-unit apartment will be agendized, in addition to the Maverick service station sign review.

**COMMISSIONER REPORTS/COMMENTS**

(5:35:30) – Commissioner Stowell requested having a discussion on accessory dwelling units.

**H. PUBLIC COMMENT – none.**

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

**(5:38:38) – Commissioner Esswein moved to adjourn. Chairperson Sattler adjourned the meeting at 5:38 p.m.**

The Minutes of the August 30, 2017 Carson City Planning Commission meeting are so approved this 27<sup>th</sup> day of September, 2017.

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MARK SATTLER, Chair