

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Planning Commission**  
**Wednesday, November 29, 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 Stucky, City Engineer  
Steven Pott  y, City Engineer  
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**

(5:02:04) – Chairperson Sattler called the meeting to order. Roll was called. A quorum was present. Commissioner Monroy was absent. Commissioner Esswein led the Pledge of Allegiance.

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

**B. PUBLIC COMMENT**

(5:02:52) – Chairperson Sattler entertained public comments; however, none were forthcoming.

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES – October 25, 2017**

(5:03:27) – **MOTION: I move to approve the October 25, 2017 meeting minutes. Esswein/Borders**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Esswein
<b>SECONDER:</b>	Borders
<b>AYES:</b>	Sattler, Borders, Esswein, Salerno, Stowell, Tingle
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Monroy

#### **D. MODIFICATION OF AGENDA**

(5:03:45) – Chairperson Sattler introduced the item and noted that that item E-3 will be continued at the request of the applicants.

#### **E. PUBLIC HEARING MATTERS**

**E-1 SUP-17-164 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A SPECIAL USE PERMIT FROM DAVID STOOPS TO ADD AN ACCESSORY STRUCTURE THAT WILL RESULT IN THE CUMULATIVE SQUARE FOOTAGE OF ACCESSORY STRUCTURES TO EXCEED 75% OF THE SIZE OF THE PRIMARY STRUCTURE, AND 5% OF THE PARCEL SIZE, ON PROPERTY ZONED SINGLE FAMILY 1 ACRE (SF1A), LOCATED AT 4444 CENTER DRIVE, APN 009-174-03.**

(5:05:01) – Chairperson Sattler introduced this item, and Ms. Sullivan reviewed the agenda materials in conjunction with displayed slides, and recommended approval. She also responded to clarifying questions by the commissioners.

(5:14:02) – JP Smith introduced himself as the applicant representative and noted that he had read the conditions of approval and was in agreement with them. He also addressed the commissioners' inquiries and noted that the structure would be painted in the same color as the main house. He also noted that applicant David Stoops would not be using the structure for employment, but would be storing his "toys" such as outdoor recreation equipment. Commissioner Salerno was informed that the new fence would be "a metal-type fence". Chairperson Sattler entertained public comment.

#### **PUBLIC COMMENT**

(5:17:10) – Susan Singer Whitewolf introduced herself as a neighborhood resident and expressed concern over the size of the structure. She also praised him for the cleanup work he'd been doing. Ms. Whitewolf gave examples of neighborhood structures that are currently being used for industrial/commercial purposes, adding that she has seen "some blight in the neighborhood". Additionally, Ms. Whitewolf noted that many area residents had private wells and she was concerned that "some things can get into the ground".

(5:22:32) – James Park introduced himself as an adjacent neighbor and spoke in favor of the structure. Mr. Park noted that all his neighbors had similar outbuildings and believed that the project would benefit the neighborhood.

(5:23:33) – Mr. Smith explained that this Special Use Permit would give the City reason to check for compliance in case of a complaint. He also noted that most neighbors had signed letters in favor of the project.

(5:25:06) – John McIntosh introduced himself as a neighbor and spoke in favor of the structure. He also noted that he had been stopped from building a similar structure by Ms. Whitewolf, and requested being allowed to place the additional 10 feet on the structure he had previously requested.

(5:26:35) – Ms. Whitewolf requested an additional condition of approval, to have non-registered vehicle be stored inside. Mr. Stoops introduced himself and noted that he had been cleaning up the property in order to raise his children there. He stated that he is unable to bring the heavy equipment home from work as they are too large, adding that the structure will be used to work on his personal vehicles.

(5:28:56) – Commissioner Stowell reiterated her concern over the size of the structure, which she stated was much larger than that allowed by code. She also noted that there were no design reviews for these structures which looked more like industrial buildings and were much larger than the homes on the lots. Vice Chair Borders indicated that three Conditions of Approval (17, 18, and 19) were added in 2015 when the Commission had approved the most recent structure in the area, which stated that the applicants would ensure landscaping and fencing to make the structures less visible. Ms. Sullivan clarified for the Commission that they had more recently approved structures without the conditions listed above, and Mr. Plemel noted that the commissioners must address this current application only. Chairperson Sattler suggested setting a timeframe for the applicant to have everything stored inside the structure. Commissioner Salerno stated that oversized structures had been permitted by this Commission and suggested allowing the new structure not to exceed 2,000 square feet, requesting the completion of the cleanup within six months of either building the structure or approving the project, and allowing the storage of boats. He also wished to move for approval, according to Staff recommendation and with the additional conditions discussed above, including a paint color approved by Staff and compatible with the neighborhood. Ms. Sullivan restated the motion as followed:

**(5:38:55) – MOTION: [I move to approve SUP-17-164, a Special Use Permit request to allow detached accessory structures that exceed 75% of the size of the primary structure, and exceed 5% of the parcel size, on property zoned Single Family 1 Acre (SF1A), located at 4444 Center Drive, APN 009-174-03 based on the findings and conditions of approval contained in the Staff Report] with additional three conditions: 1) construction is to be per the plans that were presented to the Planning Commission with an acceptable color (the color beige was presented); 2) the building size is limited to 2,000 square feet; 3) the vehicles that are currently being stored in the backyard are stored inside the building.**

(5:39:39) – Ms. Sullivan inquired about the benefit of having the vehicles stored in the structure versus having them in a fenced backyard. Commissioner Esswein considered requiring a screened backyard and moving all the vehicles inside the structure “somewhat disingenuous” if it’s not being required of “everyone”. He suggested requiring a site-obscuring fence and landscaping in lieu of removing all the vehicles from the backyard. Discussion ensued regarding unlicensed versus licensed vehicles in the backyard. Ms. Sullivan reiterated the motion with the changes highlighted in italics.

**(5:43:05) – MOTION: [I move to approve SUP-17-164, a Special Use Permit request to allow detached accessory structures that exceed 75% of the size of the primary structure, and exceed 5% of the parcel size, on property zoned Single Family 1 Acre (SF1A), located at 4444 Center Drive, APN 009-174-03 based on the findings and conditions of approval contained in the Staff Report] with additional three conditions: 1) construction is to be per the plans that were presented to the Planning Commission with an acceptable color (the color beige was presented); 2) the building size is limited to 2,000 square feet; 3) *the [back] yard shall be screened with site-obscuring fencing.***

(5:44:50) – Mr. Smith received confirmation that the structure may be painted with the same color paint as the house instead of beige. Ms. Sullivan restated the motion for clarification.

(5:45:33) – **MOTION:** [I move to approve SUP-17-164, a Special Use Permit request to allow detached accessory structures that exceed 75% of the size of the primary structure, and exceed 5% of the parcel size, on property zoned Single Family 1 Acre (SF1A), located at 4444 Center Drive, APN 009-174-03] based on the ability to make the seven requirements of fact and subject to the conditions of approval in the Staff Report with the following additional three conditions of approval: 1) construction shall be per the plans presented to the Planning Commission utilizing the color beige or a color compatible to the home; 2) the building shall not exceed 2,000 square feet; 3) the yard area shall be screened with site-obscuring fencing. Both the mover and seconder agreed to the amended motion.

<b>RESULT:</b>	<b>APPROVED (5-1-0)</b>
<b>MOVER:</b>	Salerno
<b>SECONDER:</b>	Borders
<b>AYES:</b>	Sattler, Borders, Esswein, Salerno, Tingle
<b>NAYS:</b>	Stowell
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Monroy

**E-2 ZCA-17-183 FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING AN ORDINANCE AMENDING TITLE 18, ZONING, CHAPTER 18.04, USE DISTRICTS, SECTION 18.04.130, TO ADD TATTOO PARLOR TO PERMITTED USES IN THE RETAIL COMMERCIAL ZONING DISTRICT.**

(5:47:27) – Chairperson Sattler introduced this item. Ms. Sullivan reviewed the agenda materials in conjunction with displayed slides and recommended approval. She also responded to clarifying questions.

(5:50:49) – Applicant Jason Meindl introduced himself and gave background on the tattoo industry and its evolution and believed that there are three tattoo parlors in town, but none in his area. Chairperson Sattler thought that number could be higher. There were no public comments; therefore, the Chair entertained a motion.

(5:53:45) – **MOTION:** I move recommend to the Board of Supervisors approval of to ZCA-17-183, an Ordinance amending Title 18, Zoning, Chapter 18.04, Use Districts, Section 18.04.130, to add Tattoo Parlor to permitted uses in the Retail Commercial, General Commercial, and Limited Industrial Zoning Districts, and providing other matters properly relating thereto.

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Esswein
<b>SECONDER:</b>	Tingle
<b>AYES:</b>	Sattler, Borders, Esswein, Salerno, Stowell, Tingle
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Monroy

**E-3 TSM-17-184 FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING A TENTATIVE SUBDIVISION MAP APPLICATION FROM BLACKSTONE DEVELOPMENT GROUP INC. TO CREATE A 209 LOT SUBDIVISION ON APPROXIMATELY 58.5 ACRES WITHIN THE LOMPA RANCH NORTH SPECIFIC PLAN AREA ON PROPERTY APPROVED FOR SINGLE FAMILY 6000 (SF6) ZONING, LOCATED AT 2200 E. FIFTH STREET, APN 010-041-71.**

(5:54:34) – Chairperson Sattler introduced the item and entertained a motion to continue the item. Ms. Sullivan clarified that the continuance was based on a request by the applicant, and was for an uncertain date. There were no public comments.

**(5:55:43) – MOTION: I move to continue this item to a date uncertain.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Esswein
<b>SECONDER:</b>	Stowell
<b>AYES:</b>	Sattler, Borders, Esswein, Salerno, Stowell, Tingle
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Monroy

**E-4 MPA-17-191 FOR POSSIBLE ACTION: TO MAKE RECOMMENDATIONS TO THE BOARD OF SUPERVISORS REGARDING THE ANNUAL MASTER PLAN REPORT.**

(5:56:07) – Chairperson Sattler introduced this item. Mr. Plemel referenced the Staff Report, incorporated into the record, and recommended continuing the item to be brought back at a future meeting, in order to update the land use capacity analysis based on the current Master Plan and in conjunction with the Public Works GIS Department. He also indicated that the Master Plan will not be presented to the Board of Supervisors without the recommendation of the Planning Commission. Mr. Plemel reviewed several highlights and recommendations for 2018 which are incorporated into the agenda materials and responded to clarifying questions by the commissioners. Commissioner Tingle suggested increasing impact fees to “something a little more substantive than \$1,000 per building lot”, and Mr. Plemel noted that the Planning Commission would act as an advisory board in recommending impact fees. Commissioner Stowell suggested looking into accessory dwellings as part of the Master Plan. There were no public comments.

**(6:16:30) – MOTION: I move to continue this item to date uncertain.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Esswein
<b>SECONDER:</b>	Borders
<b>AYES:</b>	Sattler, Borders, Esswein, Salerno, Stowell, Tingle
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Monroy

**F. STAFF REPORTS (NON-ACTION ITEMS)****F-1 DIRECTOR'S REPORT TO THE COMMISSION**

(6:17:08) – Chairperson Sattler introduced this item, and Mr. Plemel informed the Commission that phase three of the Schulz Ranch Development, which would include a park, and the Lompa Ranch Development agreement, which formalizes all the conditions of approval, had been approved by the Board of Supervisors. He also reminded the Commission that the December meeting will take place on December 20, 2017 at 1:00 p.m.

**FUTURE AGENDA ITEMS****COMMISSIONER REPORTS/COMMENTS**

There were no Commissioner reports or comments.

**G. PUBLIC COMMENT**

There were no public comments

**H. FOR POSSIBLE ACTION: ADJOURNMENT**

**(6:19:14) – Commissioner Esswein moved to adjourn. Chairperson Sattler adjourned the meeting at 6:19 p.m.**

The Minutes of the November 29, 2017 Carson City Planning Commission meeting are so approved this 20<sup>th</sup> day of December, 2017.

---

MARK SATTLER, Chair