

**STAFF REPORT FOR THE GROWTH MANAGEMENT COMMISSION MEETING OF
MAY 30, 2018**

FILE NO: GM-18-071

AGENDA ITEM: 4-A

STAFF CONTACT: Lee Plemel, AICP, Community Development Director

AGENDA TITLE: 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 2019 and 2020 and estimating the maximum number of residential building permits for the years 2021 and 2022; 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.

STAFF SUMMARY: The Planning Commission, acting as the Growth Management Commission, is required to make annual recommendations to the Board of Supervisors to establish the number of residential permits that will be available for the following calendar year. This has historically been based upon a maximum growth rate of three percent. The commercial and industrial daily water usage threshold is 15,000 gallons per day annual average in 2018, above which Growth Management Commission approval is required.

PROPOSED MOTION: "I move to recommend to the Board of Supervisors approval of a maximum of 659 residential building permit entitlements for 2019, with an allocation of 283 entitlements for the general property owner category and 376 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."

BACKGROUND:

The Planning Commission serves as the Growth Management Commission per the Carson City Municipal Code Title 18, Chapter 18.12 (Growth Management Ordinance). The Growth Management Commission is responsible for annually reviewing the information provided by various affected city departments and outside agencies and submitting a recommendation to the Board of Supervisors to:

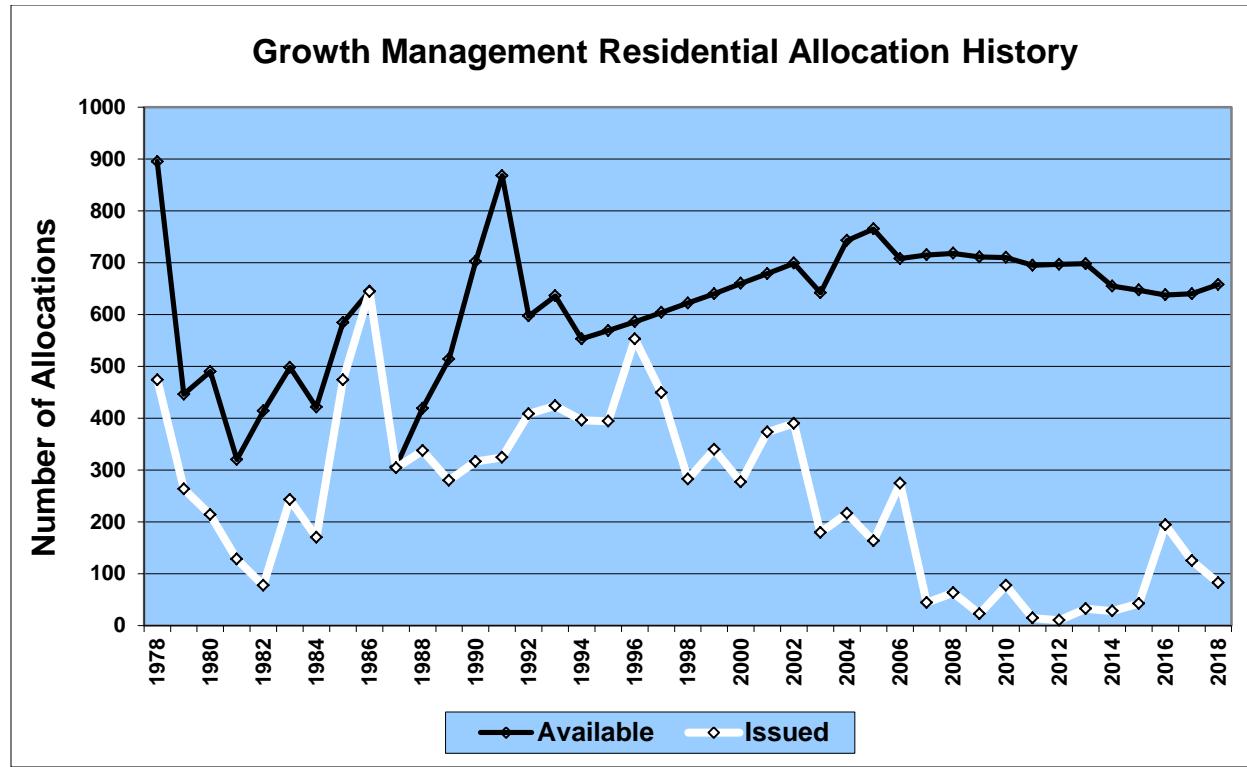
1. Establish a fixed number of residential building permits to be made available in the following two calendar years (2019 and 2020, on a rolling calendar basis) and estimate the number to be made available in the third and fourth years (2021 and 2022).
2. Establish a distribution of the total building permit entitlements between the "general property owner" and "development project" (31 or more lots or units) categories.
3. Establish a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review.

Section 18.12.050 (Purpose) of the Carson City Municipal Code, Growth Management Ordinance, states, in applicable part:

2. *The board declares that the following essential resources shall be considered for the managed growth of Carson City:*
 - a. *City water: quantity, quality, supply, capacity, infrastructure;*
 - b. *City sewer: treatment and disposal capacity; system or infrastructure ability to transport sewage from a residential dwelling unit of the treatment system;*
 - c. *Sheriff protection services;*
 - d. *Fire protection services;*
 - e. *Traffic and circulation;*
 - f. *Drainage and flooding;*
 - g. *School enrollment and capacity;*
 - h. *Parks and recreation; and*
 - i. *Other resources or services as determined by the board.*

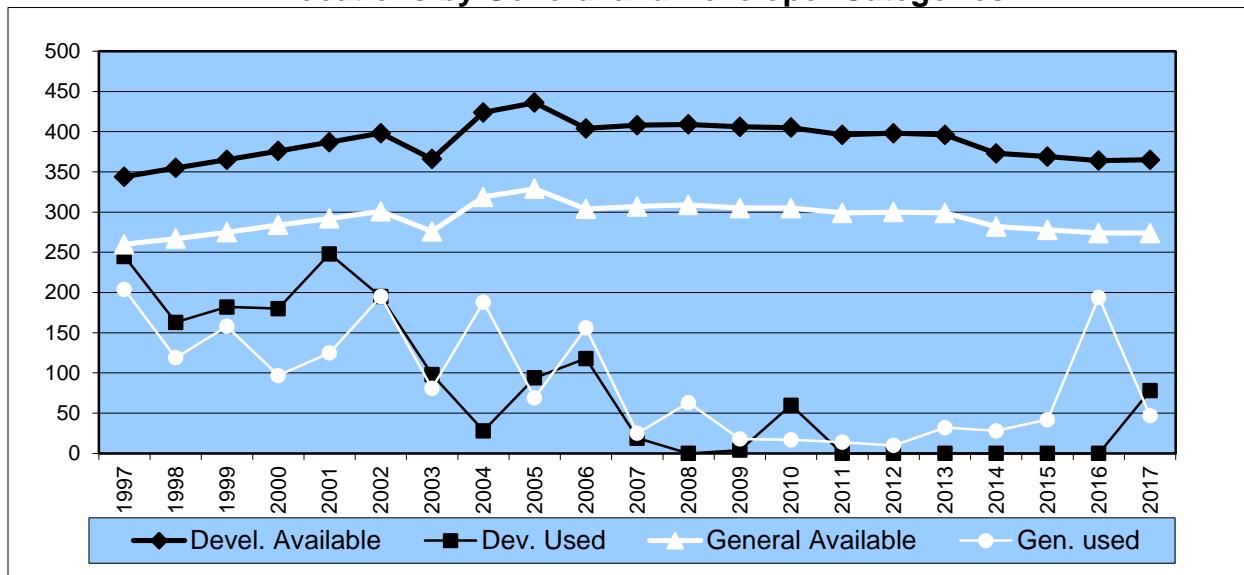
The Growth Management Ordinance was originally implemented in the late-1970's to address the City's ability to provide the necessary water and sanitary sewer infrastructure to keep pace with growth at that time. For most of the Growth Management program's history, the total number of building permit entitlements in a given year has been roughly based upon a maximum growth rate of 3%. Entitlements have historically been allocated between the "general property owner" and "development project" (owners/developers with 31 or more lots/units) categories in a 43%-57% split, respectively.

The following graphs provide historical data regarding the number of permits available, the total number of permits used, the number of permits used by the general property owner and development categories, and permits used by type of residence.

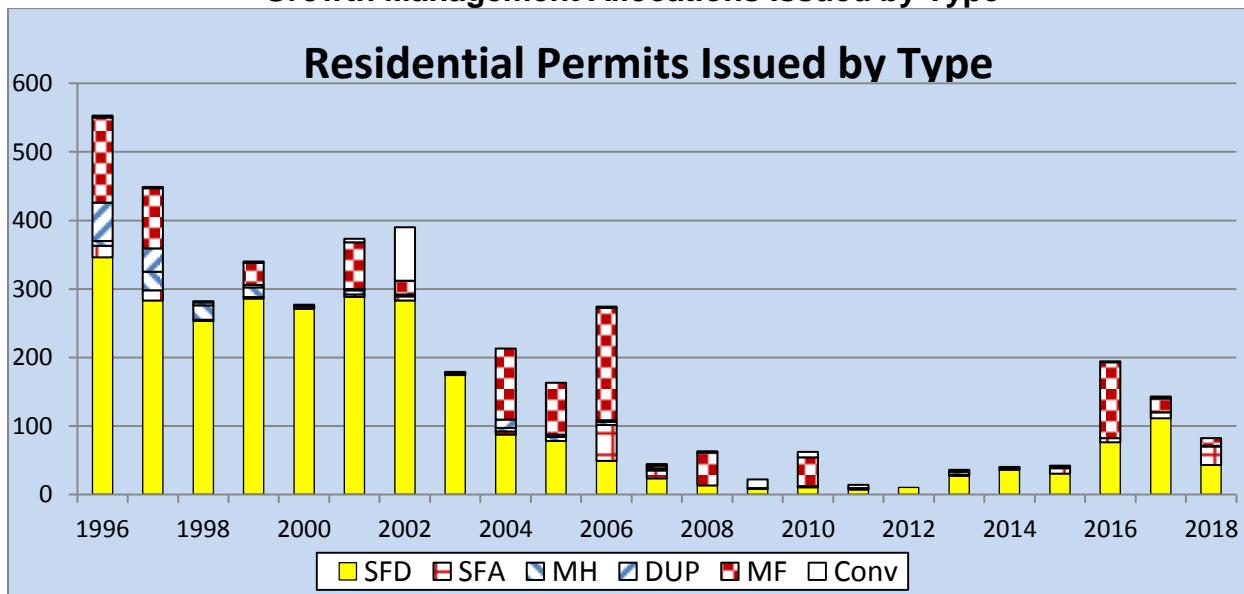


Through April 2018 (Source: Carson City Building Division)

Allocations by General and Developer Categories



Growth Management Allocations Issued by Type



Through April 2017 (Source: Carson City Building Division)

SFH – Single Family Detached

DUP – Duplex

SFA – Single Family Attached

MF – Multi-family attached (3+ units, single ownership)

MH – Mobile Home

Conv – Conversion of existing unit from well to water system

Historic Averages and Maximums

	Avg. issued/yr.	Max. issued/yr.
1988-2017 (30 years)	229	553
1998-2017 (20 years)	154	390
2008-2017 (10 years)	63	194
2013-2017 (5 years)	84	194

DISCUSSION:

The Planning Division has solicited comments from various City departments, the Carson City School District, Carson Tahoe Hospital, and various agencies regarding their ability to accommodate growth within Carson City and, if applicable, what limits should be set on the issuance of residential permits for 2019. Written comments received are attached to this staff report.

Though City departments continue to note limitations in their ability to accommodate City growth at current staffing levels, no City Department or other agency comments include a recommendation to reduce the number of residential permits to be made available in 2019. The Board of Supervisors continues to incrementally address City staffing and service needs. Please refer to the attached comments for more detail.

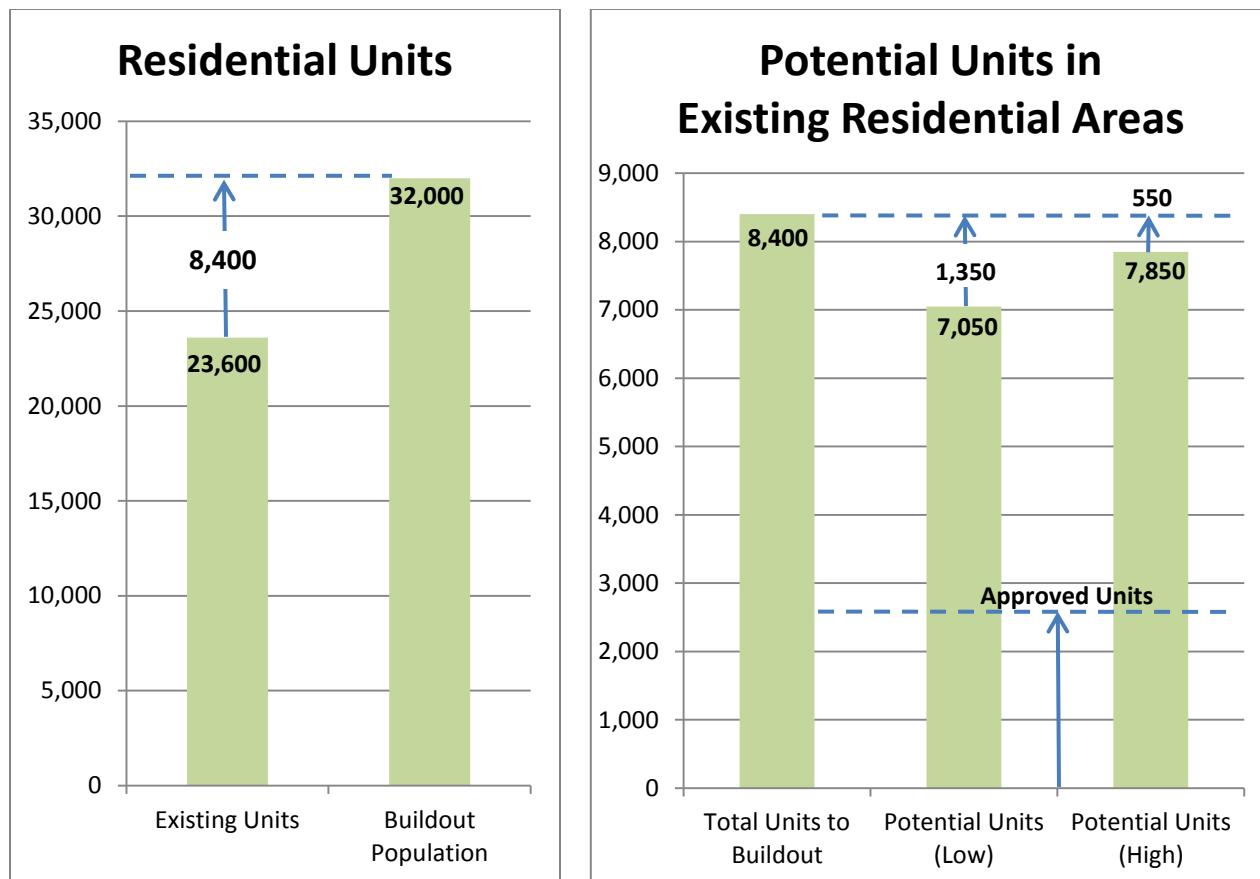
The Planning Division annually provides various informational data for the Commission's and Board of Supervisors' review and consideration in determining the number of residential allocations that will be made available, as well as the average daily water usage threshold for Growth Management review. The following information is provided for consideration.

- Where does the City currently stand in relation to residential “buildout” capacity?

Carson City land use, water, sewer, and transportation long-range planning has been based on an estimated “buildout” population of 75,000 to 80,000. Carson City currently has approximately 23,600 residential units (per Assessor's data), with a population of approximately 55,438 (2017 State Demographer's estimate). Approximately 32,000 residential units would be required to accommodate a population of 75-80,000 (assuming approximately 2.5 persons per unit per 2010 US Census data). This leaves approximately 8,400 residential units—about one-third of our current residential unit count—remaining to be constructed before the City's planned build out population is reached.

Planning staff has conducted a draft analysis of vacant and underdeveloped properties that have a residential Master Plan designation to determine if development on those properties would exceed the projected buildout population. The analysis includes a low and high estimate of potential units, with the low estimate representing the development of vacant land and the high estimate including the redevelopment of existing developed properties to the maximum densities (see the chart on the following page). This projected potential unit count includes projects that have been approved but not constructed on non-residential parcels, such as Mixed-Use Commercial and Mixed-Use Residential designated properties. The analysis shows that buildout of the Master Plan designated residential areas will not exceed the buildout population in either the low or high scenarios. This allows for additional residential development on non-residential properties while staying within the projected buildout population.

This analysis is part of a broader land use and water capacity analysis currently being conducted primarily for Master Plan report purposes. The preliminary residential land use findings are provided in this report for information. The complete analysis will include projected residential and non-residential buildout capacities, including current and projected water usage and availability models. This analysis will also allow the City to compare projected water usage for proposed land use changes such as converting commercial property to residential property. This analysis is anticipated to be completed by July, after which it will be brought to the Planning Commission and Board of Supervisors for Master Plan recommendations.

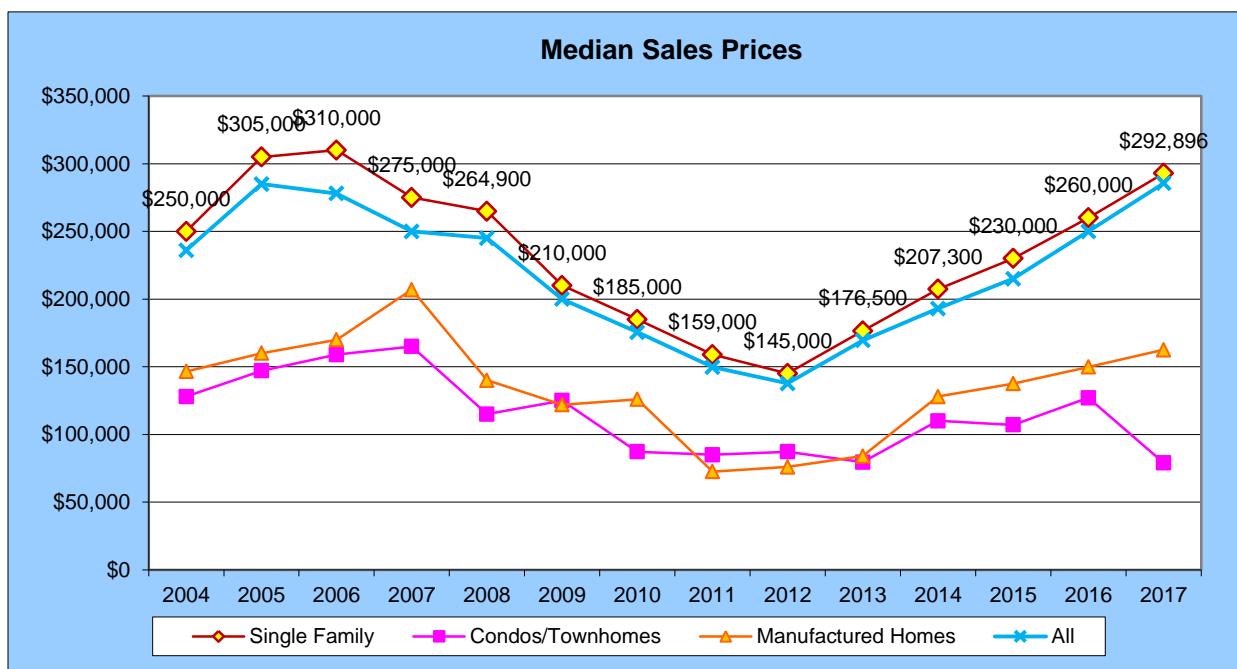
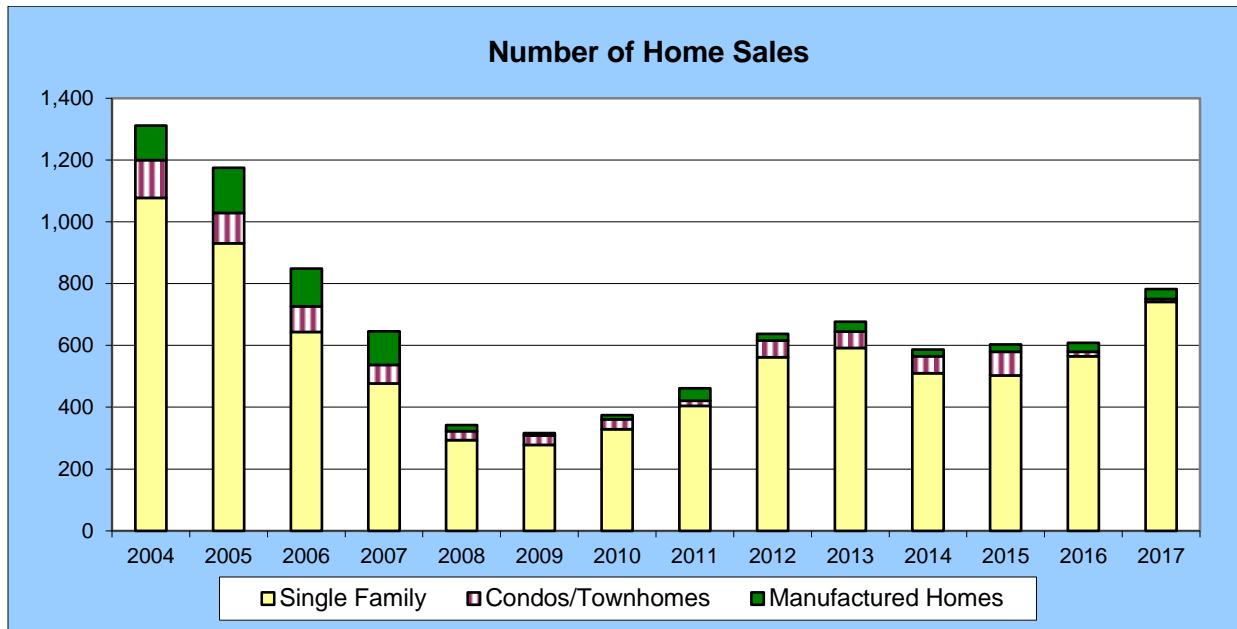


Note: The “Potential Units” chart indicates potential units within Master Plan designated residential areas, and also includes approved projects on non-residential properties. The “low” estimate represents the development of vacant land and the “high” estimate includes the redevelopment of existing developed properties to the maximum densities.

Attachment E shows remaining lots for all approved subdivisions and approved multi-family residential projects. There are currently 390 vacant lots within recorded subdivisions, with another 1,257 unrecorded lots approved by Tentative Map. The total units with tentative or final approvals includes 1,376 single-family detached lots, 217 single-family attached lots (i.e. townhomes), and 987 multifamily apartment units, for a total of 2,634 units. A Growth Management allocation will ultimately be required for each of these units as well as for other residential units constructed throughout the City.

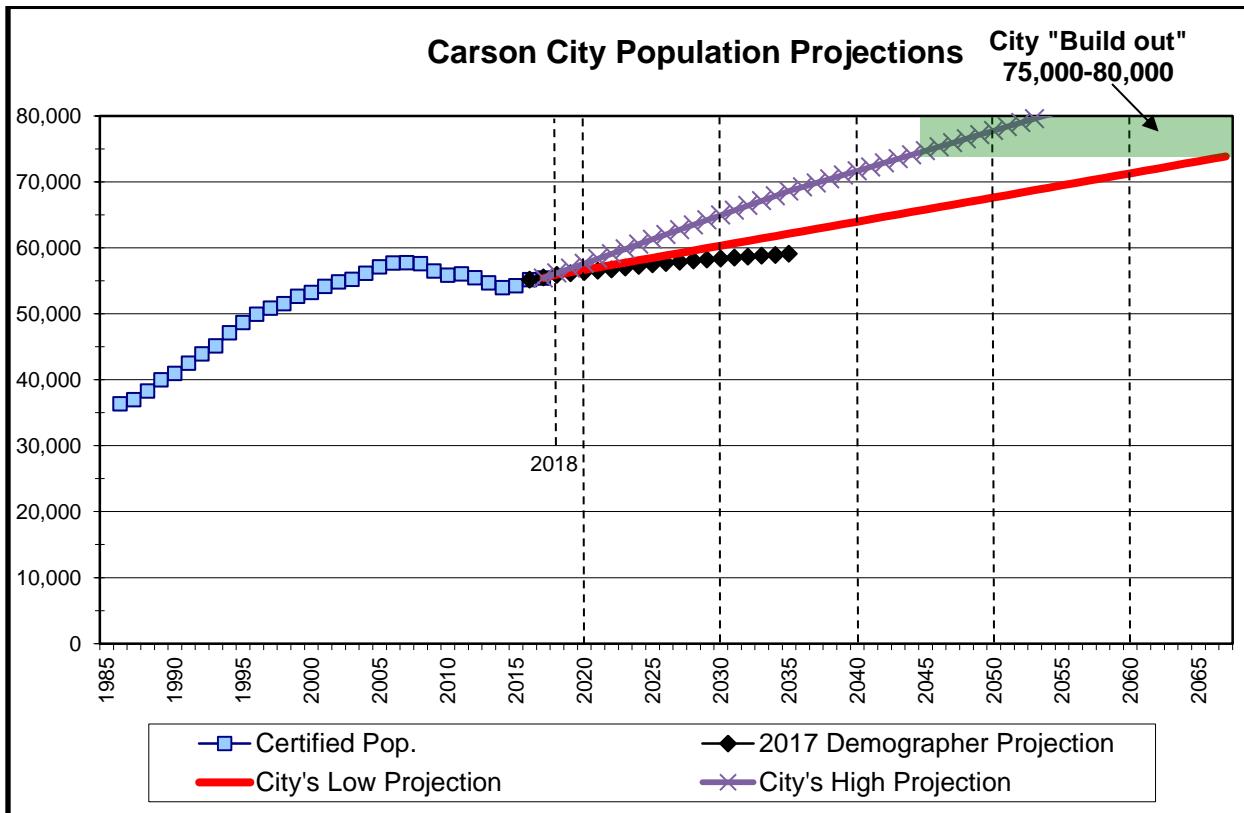
Note that these subdivisions and approved projects do not necessarily represent all the projects that will be developed within the next few years. Some of these projects (e.g. Lompa Ranch) will take 10 years or more to develop, while other unknown projects may be approved and added to the list as new applications are received. It is anticipated that the approved residential units will be constructed over a number of years. For example, the roughly 750 units that have been constructed within the Silver Oak subdivision to date have occurred over a span of approximately 24 years. Schulz Ranch has been constructing at a pace of roughly 100 units per year. Most of the pending apartment projects each consist of multiple buildings, which are typically phased in over time. The associated Growth Management allocations for each unit are correspondingly spread out over time with the various phases.

The number of home sales and sales price, as well as many other factors, can have an impact on the demand for construction of new homes. The following charts show sales and price data.



Source: Carson City Assessor's Office

The following table shows population projections provided by the State Demographer as well as projections used by Carson City for long-range planning purposes. The City uses these projections for long-range regional transportation plans, and water and sewer capacity planning. For planning purposes, Carson City is anticipating average long-term growth of approximately 0.7%-1.3%.



Source: Nevada Demographer; Carson City Planning Division

- Given current City staffing levels, does City staff have the capacity to process 659 permits and accommodate that much growth if the maximum amount were submitted in any given year?

The building permit center is an “enterprise fund,” meaning it uses revenues directly generated by permits to fund the permit center functions. When more permits are submitted, this immediately generates revenues that can be used to ensure that appropriate staff is hired to handle the permit processing workload. This includes funding the time for staff in the Community Development, Public Works, Fire, and Health Departments to review and inspect building permit plans.

Some City departments have noted that they cannot accommodate growth while maintaining current levels of service at existing staffing levels. However, the growth would also bring with it additional City revenues to be able to pay for additional resources to meet the growth demand. Significant growth in the residential sector of the economy would be an indicator that the overall economy is strong, which would also result in additional City revenues. It should also be noted that there would be a delay of a few months between the issuance of a building permit and the completion and occupancy of a residence, delaying the associated population growth impacts.

Limiting the number of available permits could have a suppressive effect on the Carson City economy.

- How is the number of available allocations determined each year?

The Growth Management Ordinance does not specify how to determine the number of allocations that should be made available each year, only that “essential resources” must be considered in determining that number. For most of the Growth Management Ordinance’s history, a general rule of allowing up to 3% growth has been used.

Various methods of determining the exact number of allocations to be made available have been used over the program’s history, resulting in a wide range of allocation maximums over the years, particularly before 1992. Unused allocations were carried over to the following years during a certain period, with adjustments made every few years. During a period in the 1990’s, the available allocations were increased by 3% each year, even though actual population growth was occurring at a slower rate during that same period. The Growth Management files from prior to 2006 do not indicate the exact methodology used in determining the number of allocations.

In 2006, the current method of determining the number of allocations was established. This method uses the most recent available State Demographer population estimates for Carson City (usually one year behind the current year) as the base for establishing the number of permits that would, in theory, result in 3% growth. This method also uses the latest available Census data for the average number of persons per household (2.54) to calculate the allocations. The details of the methodology used in determining the recommended allocations for 2019 are included in Attachment D. The methodology has been included in each report since 2006 to establish a consistent method that can be tracked through time.

While the ordinance requires establishing the number of allocations to be made available in the second year and estimating the number for the third and fourth years, the ordinance also requires that these numbers be evaluated and set annually. Therefore, if certain service capacity issues arise in any given year, the estimated number of allocations for future years can be adjusted. Also, the number of allocations can only approximate how much actual growth will occur in the City. For example, the State Demographer estimated that the City’s population decreased slightly through the recent recession years, primarily due to employment impacts, even though new residential units were constructed during that time. Potentially, the City could see an actual growth rate of more than 3% in any given year even though all of the available residential allocations are not used.

- Is the annual Growth Management residential limitation necessary even if it is not anticipated that the full allocation will be utilized?

The Growth Management program was developed in response to a moratorium by the State Division of Water Resources on new subdivisions in Carson City in the 1970’s due to wastewater and water capacity issues. The program was developed in cooperation with the State to address their issues. Those specific issues were addressed by the City years ago.

With numerous approved projects potentially developing soon, some believe the proposed limit of residential permits could be reached in 2018 and perhaps 2019. However, many in the building industry believe that other limiting factors—such as increasing construction costs and

labor shortages—will not allow the building industry to construct more than 659 units this year or next year.

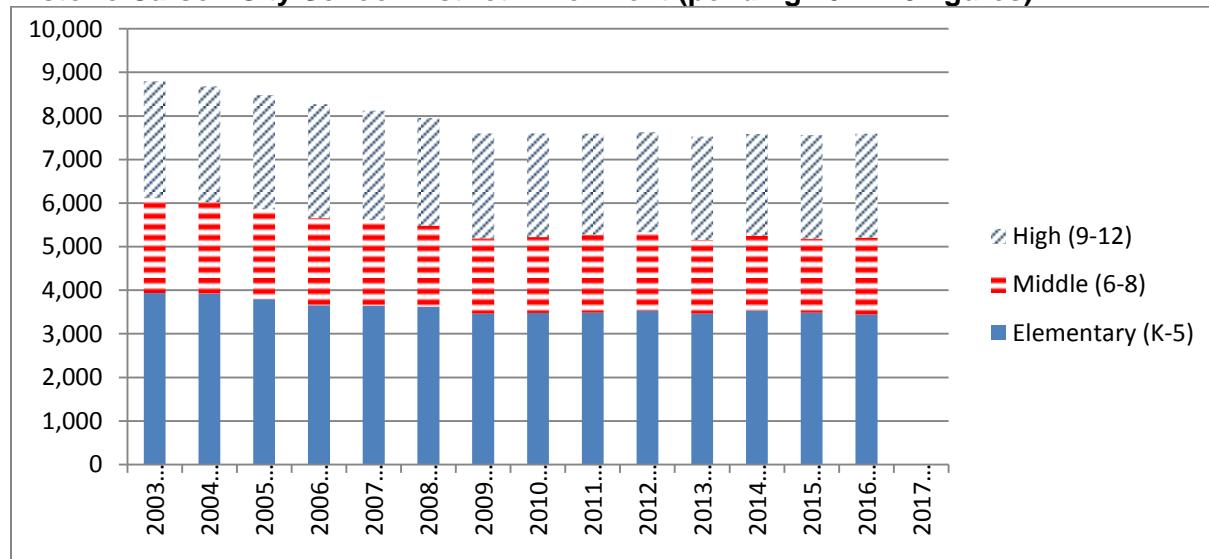
Even during times of slow growth when there are no apparent, imminent capacity issues, staff believes the program should remain in place, in part, to stay in good standing with the State on water- and wastewater-related issues. The current potential growth and development pressures emphasize the need to continue the Growth Management program so that the impacts of residential growth can continue to be monitored and appropriately limited.

- Is the Carson City School District able to support continued growth?

“School enrollment and capacity” is one of the essential City resources that must be considered as part of the Growth Management allocation process. As growth occurs in the City and within the School District, the School District must continue to increase overall capacity to meet its educational responsibilities. As of the writing of this staff report, City staff had not received written comments from the School District. The School District has indicated that they will have comments before the Planning Commission meeting, and staff will forward the comments to the Commission upon receipt. The School District will also be available at the May 30 Planning Commission meeting to answer questions regarding the current school capacity and plans for accommodate growth within the District.

The following chart shows historic Carson City School District enrollment trends (pending receipt of 2017-18 figures from the School District). The School District has previously noted that while enrollment has not jumped significantly in recent years, mandatory programing and space requirements have increased demand for more classrooms and programing space.

Historic Carson City School District Enrollment (pending 2017-18 figures)



- Is the local health care system able to support continued growth?

This issue has been raised recently as a concern by Commission members. Health care system capacity is not one of the essential City resources identified in the Growth Management Ordinance that must be considered as part of the allocation process. However, comments are annually solicited from Carson Tahoe Health (CTH) and the Carson City Health and Human

Services Department. The CTH VP and Chief Operating Officer indicates that CTH can accommodate the projected growth (see attached comments). She indicates that they have a facility master campus plan that provide for expansion of services. Comments from the Carson City Health and Human Services Department also indicate no issues with regard to continued allocation of residential permits.

A representative from CTH was invited to attend to the Growth Management Commission meeting to answer any questions the Commission may have.

Commercial and Industrial Average Daily Water Usage Threshold

The Commission is also required to establish the average daily water usage threshold for Growth Management Commission review. A threshold of 15,000 average gallons per day was adopted in 2016, up from 7,500 gallons that was used for years prior to that. To give an idea of how much water this is, 7,500 gallons per day is approximately the average amount used by a large restaurant, including landscape irrigation. With recent and continued improvements to the water system and additional water resources being produced and delivered from the Carson Valley, Public Works staff recommends retaining the average daily water usage threshold at 15,000 gallons. In addition to the water infrastructure improvements, the City's development standards and building codes have improved over the years to where water conservation measures, such as low-flow fixtures, are included as part of the standard requirements for new commercial and industrial development. The Public Works Department has the ability to require improvements with building permits that are necessary to meet water demands for each project without Growth Management Commission review.

ALTERNATIVES AND CONCLUSION:

Per the Growth Management Ordinance, the Growth Management Commission must recommend the total number of available permits and the distribution between categories for the years 2019 and 2020 and recommend an estimated number of total permits available for 2021 and 2022. A distribution of 43% to the "general property owner" category and 57% to the "development project" category has historically been established and is recommended by staff to continue. The following table shows allocation alternatives for various growth rates and how these rates would affect the number of available allocations.

Permit Allocation Alternatives

Rate	Category	2019	2020	2021	2022
3.0%	Total	659	678	699	720
	General	283 (43%)	291 (43%)	--	--
	Development	376 (57%)	387 (57%)	--	--
2.5%	Total	549	562	577	591
	General	236 (43%)	242 (43%)	--	--
	Development	313 (57%)	320 (57%)	--	--
2.0%	Total	439	448	457	466
	General	189 (43%)	193 (43%)	--	--
	Development	250 (57%)	255 (57%)	--	--

Carson City has historically based the number of available permits in a given year on allowing a maximum growth rate of 3%. Note that future allocation estimates assume a continued actual growth rate of 3% and are adjusted each year based on actual estimated population growth figures—i.e. actual growth of less than 3% would result in fewer allocations in future years.

Staff recommends continuing the allocation system based upon a maximum growth rate of 3%. Refer to Attachment C to see how the allocations would be distributed throughout the year per the requirements of the Growth Management ordinance. While the actual number of permits issued has not approached the number allocated since 1996, the recommended allocation would allow the maximum flexibility in providing building permits as new development occurs. Unnecessarily limiting the number of building permits could have a negative impact on the ability of developers to obtain financing for proposed developments and have a generally suppressive effect on the Carson City economy.

During the Growth Management review last year, it was suggested by a Supervisor that the City may consider using the alternative to carry forward any unused allocations from this year into next year if there is a concern that there will not be enough allocations in 2019. The Growth Management ordinance, CCMC 18.12.085 (Unsold building permits/entitlements) allows such a carry forward of entitlements if it is included in the Resolution adopted by the Board of Supervisors. Based on recent discussions with representatives of the building industry, this does not appear to be a concern at this time. Even as the number of approved residential units spiked in 2016 and 2017, actual permits issued over the last three years has remained relatively low. However, carrying forward any unused allocations from 2018 to 2019 is an alternative that the Growth Management Commission and Board of Supervisors may consider.

Carson City is still “catching up” from the reduction in revenues in recent years that resulted in reduction in staff and resources available to accomplish various departments’ core missions. Growth without City revenue increases for additional City service demands would certainly have a negative impact on service levels. But as the last decade of very slow to no residential growth indicates, there does not appear to be a strong direct correlation between low residential permit numbers and solving the numerous capacity issues that have been identified by various community members. Many of these issues are not issues limited to Carson City, but are also regional and national issues. While increased resources are needed to accommodate growth, an increase in residential construction would be a positive indicator in economic recovery and an increase in City revenues to pay for the necessary resources.

Please contact Lee Plemel in the Planning Division at 283-7075 or Ipglemel@carson.org if you have any questions regarding the Growth Management program.

Attachments:

- A) Agency comments
- B) Draft Resolution
- C) Building Permit Distribution Table for 2013 (3%)
- D) Methodology, Number of Available Permits
- E) Carson City Recorded Subdivision Vacant Lot Information



CARSON CITY NEVADA
Consolidated Municipality and State Capital
PUBLIC WORKS

ATTACHMENT A

MEMORANDUM

TO: Carson City Planning Commission
FROM: Darren Schulz, Public Works Director
DATE: May 11, 2018
SUBJECT: Growth Management Report 2018

Thank you for the opportunity to inform you of the status of our operations and our ability to serve Carson City at a projected growth rate up to 3% through 2018.

The operational reports are as follows:

WATER OPERATIONS:

Carson City's existing usable water rights are 18,264 acre-feet per year.

Carson City must allocate approximately 1,708 acre-feet to remaining approved undeveloped lots. As required by the State Engineer's Office, additional parceling is also being accounted for. It is estimated that in 2018, Carson City's water usage will be approximately 11,186 acre-feet. This number includes State, commercial and industrial usage.

Subtracting the predicted 2018 water usage of 11,186 acre-feet and outstanding water commitments of 1,708 acre-feet from Carson City's usable water rights of 18,264, leaves a balance of approximately 5,370 acre-feet, which may be allocated towards new development.

Carson City continues to utilize conjunctive use water management. During the year of 2017, Carson City met its annual water needs from 76% groundwater and 24% surface sources. It is the goal of Public Works to provide the equipment for and operate the water system so that Carson City's needs can be fulfilled utilizing a combination of groundwater and surface sources dependent upon availability, allowing true conjunctive use water management.

Carson City will continue the outside water management program during the 2018 irrigation season which includes a THREE-DAY-A-WEEK schedule where odd-numbered addresses water on Tuesday, Thursday and Saturday and even-numbered addresses water on Sunday, Wednesday and Friday, with no watering between the hours of 10:00 a.m. to 6:00 p.m. Watering on Mondays is prohibited. This allows time for resting of the system and filling of tanks.

State Engineer's Order 1140 allows Carson City to pump additional Eagle Valley groundwater during drought years. This allows Carson City to pump a maximum of 11,700 acre-feet from the



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Eagle Valley ground water basin for a one-year period provided that the average ground water pumped from Eagle Valley over a period of five consecutive drought years will not exceed 9,900 acre-feet annually.

Carson City has used always used a drought as the design scenario to meet peak summer demands. Currently, there is approximately 24.0 million gallons per day (MGD) of production supply for a drought year. The maximum-day demand in 2017 was approximately 20.0 MGD. There is approximately 4 MGD of peak supply capability remaining.

Carson City Public Works can accommodate the projected 3% growth for the remainder of 2018 through 2019, dependent on the completion of the planned capital improvement projects regarding storage, treatment, distribution and production facilities.

With regards to the threshold for Growth Management review, we recommend to keep the threshold at 15,000 gallons per day.

SEWER OPERATIONS:

The Water Resource Recovery Facility (WRRF) is permitted to process a sewage flow of 6.9 million gallons per day (MGD). The 2017 average flow was 5.3 MGD. With respect to the planned growth, a potential development rate of 3% through 2018 could be accommodated by the WWRF and sewer operations.

LANDFILL OPERATIONS:

The Landfill has a projected life expectancy of approximately 45 years. With respect to the planned growth, a potential development rate of 3% through 2018 could be accommodated by the Landfill.

TRANSPORTATION:

The Carson City Public Works Department is responsible for the construction and maintenance of the City's street network as well as bicycle and pedestrian facilities. Additionally, the City operates a public transit system. The City also works closely with the Nevada Department of Transportation, which owns and operates State highways in the City. The State-owned roads include the Carson City Freeway, which connects U.S. 395 at U.S. 50 (Spooner) to Reno.

With respect to the planned growth of the City and how that may be expected to impact the City's transportation system, the potential development rate of 3% through 2019 could be accommodated by the existing and planned transportation system.

Public Works' staff, who serve both the Carson City Regional Transportation Commission (CCRTC) and the Carson Area Metropolitan Planning Organization (CAMPO), are familiar with the current system, the improvements that are planned to be implemented by the year 2019,



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and the planned improvements through the year 2040. With this knowledge, we have determined that the current system is operating well with respect to capacity.

One of the important tools available for these evaluations is a travel demand model developed and maintained as part of CAMPO responsibilities. This model, based on existing and forecasted land use and socio-economic data developed in cooperation with the Carson City Planning Division, forecasts traffic volumes to the year 2040. The model was updated and extended in 2017 and is undergoing continual maintenance and improvements to account for ongoing local development projects and external regional growth. This model allows for evaluations of the impacts of changes in the land use base, the transportation network, or both. The model can be used to support subarea analyses as needed.



CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITOL

To: Lee Plemel, Community Development Director

From: Jennifer Budge, CPRP, Parks and Recreation Director *JBB*

Subject: Growth Management Impacts on Parks and Recreation Services

Date: May 17, 2018

From 2007-2011, Carson City's Parks and Recreation budget sustained significant reductions throughout the recession, reducing staff, supplies, and ultimately the level of service to the community. The impact of these cuts placed great strain on staff resources and eliminated many preventative maintenance practices.

With the generous support of the voters passing Question 18 more than 20 years ago, the City has acquired over 7,300-acres of open space to enhance the quality of life in Carson City for future generations. While the majority of acquisitions are complete, the city's maintenance responsibilities are only increasing due to the impacts of a growing population. Question 18 was an innovative effort, but unfortunately even during healthy economic times, it does not generate enough funding to address our deferred park maintenance and capital project needs.

The Parks staff has done a tremendous job in keeping the City's parks system functioning, while the demand for services has increased by 35% (facility reservations) since 2015 alone. With over 64-acres of developed park acreage per Park Maintenance Worker and a lack of investment in addressing aging infrastructure preservation and deferred maintenance, the City's parks facilities are significantly deteriorating.

With an anticipated population growth rate of 3%, there will be significant impacts on the community services provided by the Parks, Recreation and Open Space Department for Carson City residents. As new subdivisions are constructed, additional neighborhood parks will be funded partially through Residential Construction Tax (RCT) as outlined in Nevada Revised Statutes. While RCT contributes positively to new park development, it doesn't generate enough funds to adequately construct parks without a significant contribution from developers to supplement the RCT. In addition, RCT is not a sustainable funding source, as it does not contribute to deferred maintenance and infrastructure preservation needs.

Increased growth will also contribute to an already existing shortage of recreation facilities, especially athletic fields. The lack of sufficient athletic fields represents one of our most serious service challenges. To accompany the demand for field use from local youth and adult sports is a significant increase in traveling tournaments, which contributes significantly to the City's economic vitality. In addition, an increase in growth will most likely lead to an increase in demand for recreation and cultural programs, aquatics, and regional trail connectivity. Since the Department staff has not increased since the recession, additional staff and facilities will be needed. There is also a need for additional recreation facility diversity including dog parks and large scale interactive splash/spray parks. Should the growth occur, it is encouraged to buildout existing parks such as Pete Livermore and Centennial Sports Complexes or rehabilitate aging facilities, rather than acquire additional lands.





CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITOL

Given the state of the economy and the City's limited staff and financial resources, it is encouraged to not limit residential permits, as it would be counterproductive toward economic recovery. This is subject to a sustainable maintenance program for new parks facilities. Maintenance and infrastructure preservation should be 100% funded by Homeowners or Maintenance Associations to not further create additional burden on the city's general fund.

Additional growth in parks and recreation will also have impacts to the community's water system. Efforts should be made to reduce turf, incorporate low impact development best management practices, utilize artificial turf, install recycled water systems, and utilize reclaimed/effluent water resources.





CARSON CITY FIRE DEPARTMENT

"Service with Pride, Commitment, Compassion"

May 22, 2018

Lee Plemel, Planning Director
Carson City Planning Division
Carson City Planning Commission
108 E. Proctor St.
Carson City, NV 89701

Dear Lee and Commission Members,

The mission of the Carson City Fire Department is to serve the community with pride, commitment, and compassion.

The Carson City Fire Department is the busiest fire department per capita in northern Nevada. The fire department is experiencing an increase in call volume of approximately 5% per year. The fire department was able to add one 40 hour ambulance in 2017; this was the first increase in resources in over 18 years. During that time period emergency responses have increased by over 108%. This call volume continues to grow at a time of slow population growth in Carson City. Additionally, Carson City has not added any additional fire stations in over 40 years. With the current increase rate of emergency responses, and no additional resources to meet the demand, Carson City Fire will be challenged to provide the same excellent service we provide today.

The fire department does support growth and development in Carson City; however, in order to meet the expected increase in demand the fire department will need to increase the number of personnel and resources. To meet the anticipated increases in the emergency call volume the fire department would need the following:

- One (1) additional fire station with:
 - a. One (1) Quint Ladder Truck and Nine (9) FTEs
 - b. One (1) Rescue Ambulance and Six (6) FTEs

May 22, 2018

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This resource request is in line with the Abbey Group Study (2001) and the Accompanying Citizens Ad Hoc Committee to Study Public Safety Services (2008). Both studies recommend additional resources and staffing for the fire department in order to meet the increased demand on services. This request could be phased in as growth and call demand dictate.

Please contact me if you need any additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sean P. Slamon".

Sean P. Slamon
Fire Chief



CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

To: Lee Plemel, Community Development Director

From: Nicki Aaker, Director
Dustin Boothe, Disease Control and Prevention Manager

Date: May 17, 2018

Subject: Growth Management for 2019 Residential Allocations and Commercial Average Daily Water Usage.

1. Does your department or agency have any extraordinary service capacity issue that would be negatively impacted by residential growth in 2019-20? If so, identify the issues.

None identified at this time.

2. Do you recommend limiting the number of residential building permits (new construction) that will be made available for the 2019 calendar year to address these issues? If so, what limit, and how will this limit on residential growth help resolve your service capacity problem?

No issues identified at this time.

3. What is needed by your department or agency to solve any service capacity issue identified above?

No issues identified at this time.

Carson City Health & Human Services

900 East Long Street • Carson City, Nevada 89706 • (775) 887-2190 • Hearing Impaired—Use 711

Clinical Services

(775) 887-2195

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Public Health Preparedness

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Human Services

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Fax: (775) 887-2539

Disease Control &

Prevention

(775) 887-2190

Fax: (775) 887-2248

Chronic Disease Prevention

& Health Promotion

(775) 887-2190

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Lee Plemel

Subject: CC Growth Management Report

From: Joy, Michelle [mailto:michelle.joy@carson tahoe.org]

Sent: Monday, May 14, 2018 8:46 AM

To: Lee Plemel

Subject: CC Growth Management Report

This message originated outside of Carson City's email system. Use caution if this message contains attachments, links, or requests for information.

Good morning Lee,

We have reviewed all the information and statistics you provided on the population growth scenarios. Carson Tahoe Health (CTH) is able to accommodate both the low and high projections provided. In 2016, we completed our facility master campus plan (MCP) which included an extensive demographic growth review and impact on healthcare services. The MCP gives us the roadmap for expansion as the population demands. Let me know if you have any questions or need any additional information.

Thank you,

Michelle Joy
VP and Chief Operating Officer

Carson Tahoe Health
Administration
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RESOLUTION NO. 2018-R-____

A RESOLUTION AMENDING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE CARSON CITY GROWTH MANAGEMENT ORDINANCE FOR THE YEARS 2019 AND 2020 AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2021 AND 2022; ESTABLISHING THE NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS AVAILABLE WITHIN THE DEVELOPMENT PROJECT 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.

WHEREAS, Carson City Municipal Code Section 18.12 requires the Board of Supervisors of Carson City to establish a fixed number of residential building permits on a two year rolling basis, to establish the number of residential building permit allocations available within the Development Project and General Property Owner categories, and to establish a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review in order to manage growth within Carson City; and

WHEREAS, pursuant to Carson City Municipal Code Section 18.12 the Growth Management Commission met in a duly noticed public hearing on May 30, 2018, and recommended the maximum number of residential building permits to be made available for calendar years 2019 and 2020, and the Commission estimated the maximum number of residential building permits for calendar years 2021 and 2022; and

WHEREAS, the Board of Supervisors finds and declares pursuant to Carson City Municipal Code Section 18.12 that city water and wastewater treatment capacity are essential resources that limit the available residential building permits authorized by this resolution; and

NOW, THEREFORE, the Board of Supervisors hereby resolves:

A. Beginning on the first city working day in January 2019, the Building Division shall make available a total of **659** residential Growth Management allocations for building permits. The 2018 year-end balance of unused allocations shall be voided and returned to the utility manager. The allocations for residential building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **283** residential permits (43% of total residential building permit allocation). A property owner may apply for a maximum of 30 residential building permits in Period 1 (January through March 2019) subject to the availability of building permits.

2. For the development project category, a subtotal of **376** residential building permits (57% of total residential building permit allocation). Individual development projects qualified for inclusion on the project list shall be entitled to apply for an equal share of building permits during Period 1 based on the number of qualified development projects that have applied to the Building Division for development project status as of the first City working day in January 2019. Where a development project has less lots or units than the total share of building permits allocated to it, the remaining building permits shall be

distributed equally among the remaining development projects. Additional development projects may be added to the list during Period 1 and use any remaining building permits. If no additional permits are available in Period 1 in this category, development projects not on the list at the beginning of Period 1 may only apply for building permits from the general property owner category during Period 1 in accordance with the limitations set forth above and may be added to the development category anytime during Period 2 (April through June 2019).

3. Any residential building permits remaining from Period 1 shall be made available in Periods 2 (April through June) and 3 (July through December 2019) in accordance with Carson City Municipal Code Section 18.12.055.

B. Beginning on the first city working day in January 2020, the Building Division may upon Board of Supervisors' approval make available pursuant to Carson City Municipal Code Section 18.12 a maximum total of **678** residential building permits, assuming three percent growth occurs in 2019. The building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **291** residential building permits may be made available. General property owners shall be entitled to apply for a maximum of 30 residential building permits in Period 1 subject to the availability of building permits.

2. For the development project category, a subtotal of **387** residential building permits may be made available. Development projects qualified for inclusion on the project list shall be entitled to apply for building permits in accordance with paragraph A(2), above.

3. Any building permits remaining from Period 1 shall be made available for Periods 2 and 3 in accordance with Carson City Municipal Code Section 18.12.

C. For calendar year 2021, it is estimated that the Board of Supervisors may make available a maximum of 699 residential building permits, assuming continued three percent growth.

D. For calendar year 2022, it is estimated that the Board of Supervisors may make available a maximum of 720 residential building permits, assuming continued three percent growth.

E. Pursuant to Carson City Municipal Code Section 18.12, prior to issuance of building permits, any commercial or industrial projects proposed in 2019 that exceed the threshold of **15,000 gallons per day water usage** must have the Growth Management Commission's review and approval to assure water availability.

F. Any building permits made available by this resolution shall be subject to all of the requirements of Carson City Municipal Code Chapter 18.12 (Carson City Growth Management Ordinance).

G. This resolution supersedes all prior resolutions establishing growth management allocations and shall have the full force and effect of law and be incorporated by this reference into Carson City Municipal Code Chapter 18.12.

Upon motion by Supervisor _____, seconded by Supervisor _____, the foregoing Resolution was passed and adopted this ___ day of _____, 2018 by the following vote:

VOTE: AYES: _____

NAYS: _____

ABSENT: _____

ROBERT L. CROWELL, Mayor

ATTEST:

SUE MERIWETHER, Clerk-Recorder

2019 Building Permit Distribution Table (3% alternative)
Per CCMC 18.12.055(1)

	Period 1 January, February & March	Period 2 April, May & June	Period 3 July – December
Total Available	659 allocations available	Any remaining permits available	Any remaining available
Development Category (31 or more lots or units)	<p>376 building permits available (57%)</p> <p>Permits divided equally among the qualified development projects on the list as of January 2.</p> <p>Where a development project has less units or lots than the total number of building permits allocated to it, the remaining units shall be divided equally among the remaining development projects.</p> <p>Additional development projects may be added to the list during Period 1 and use any remaining building permits if the units or recorded lots of the qualifying projects on the list total less than the number of building permits allocated to the development category.</p>	<p>A maximum cumulative total of 564 permits (50% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until the total number of available permits run out, whichever comes first.</p>	Any remaining building permits available on a first come, first served basis
General Category	<p>283 building permits available (43%)</p> <p>A maximum of 30 permits may be issued to an individual property owner during this period.</p>	<p>A maximum cumulative total of 566 permits (100% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until the total number of available permits run out, whichever comes first.</p>	Any remaining building permits available on a first come, first served basis

Methodology for Determining Number of Residential Allocations

ATTACHMENT D

Assumptions:

- The 2017 certified Carson City population estimate is 55,438. (The most current State Demographer population estimate.)
- This certified 2017 population estimate is used as the “baseline” for establishing 2019 residential allocations
- 2.54 persons per household is assumed per 2010 US Census.
- 2017 Allocations Issued = 125

Methodology:

$$1) (2017 \text{ pop.}) + (2017 \text{ allocations issued} \times 2.54) = 2018 \text{ pop. est.}$$

2017 Population:

55,438

$$2) (2018 \text{ pop. est.}) \times (\% \text{ growth rate}) = 2019 \text{ population estimate}$$

2017 Res. Permits Issued:

125

$$3) (2019 \text{ pop.}) - (2018 \text{ pop. est.}) = 2019 \text{ pop. growth estimate}$$

$$4) (2019 \text{ pop. growth}) \div (2.54 \text{ pop./unit}) = \text{Number of 2019 allocations}$$

At 3.0% growth rate:

1) 55,438 +	318 =	55,756
2) 55,756 x 1.03 (3.0%) =	57,428	
3) 57,428 - 55,756 =	1,673 persons	
4) 1,673 / 2.54 =	659 allocations	

<u>Estimated Subsequent Years</u>		
2020	678	at 3%
2021	699	at 3%
2022	720	at 3%

At 2.5% growth rate:

1) 55,438 +	318 =	55,756
2) 55,756 x 1.025 (2.5%) =	57,149	
3) 57,149 - 55,756 =	1,394 persons	
4) 1,394 / 2.54 =	549 allocations	

<u>Estimated Subsequent Years</u>		
2020	562	at 2.5%
2021	577	at 2.5%
2022	591	at 2.5%

At 2.0% growth rate:

1) 55,438 +	318 =	55,756
2) 55,756 x 1.02 (2.0%) =	56,871	
3) 56,871 - 55,756 =	1,115 persons	
4) 1,115 / 2.54 =	439 allocations	

<u>Estimated Subsequent Years</u>		
2020	448	at 2%
2021	457	at 2%
2022	466	at 2%

Carson City Recorded Subdivision Vacant Lot Information

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Recorded Subdivision Lots (10 or more vacant lots remaining)

Subdivision Name	Approval Date	Parcels Recorded	Vacant Parcels	Location and Notes
Carmine Street	Oct-04	15	10	North of Hwy 50 East and South of Carmine Street
Heritage Park at Quail Run	Mar-94		41	Corner of Fairview Dr and Saliman Rd
Lakeview	May-79	258	27	South of Carson City/Washoe County line, west of US Hwy 395 North
Silver Oak PUD (1,074 total)** Phase 21 Phase 22	Oct-93	31 44	15 40	West of N. Carson Street north of Winnie Lane ** Recorded lots plus remaining future phases.
Timberline	Oct-78	101	12	West end of Combs Canyon Rd
Schulz Ranch Phase 1 Phase 2 Phase 3	Oct-05	100 105 111	12 57 103	Race Track Road (east end of Topsy Lane)
Arbor Villas Townhomes		54	50	Little Lane
Ross Park		23	23	Snyder Ave. & Appion Way

Through April 2018

Total of Vacant Subdivision Lots: 390

Approved Tentative Maps with Lots Pending to Record

Subdivision Name	Approval Date	Parcels Approved	Parcels Remaining	Location and Notes
Silver Oak PUD	Oct-93	1,088	407	West of N. Carson Street north of Winnie Lane.
Clearview Ridge	Sep-06	73	73	West side of Cochise, south side of Roventini.
Schultz Ranch	Oct-05	424	108	Race Track Road vicinity, east of Center Dr.
Schulz Investments LLC	Aug-14	6	6	Old Clear Creek Rd.
Jackson Village	Sep-15	41	41	Eagle Station Lane
Arbor Villas Townhomes		154	100	Little Lane
Mills Landing Townhomes		105	105	State Street
Vintage		212	212	Mountain St., Ormsby Blvd.
Lomap/Blackstone Phase 1		189	189	State Street

Total Approved Tentative Map Lots Pending: 1,241

Total of Vacant and Pending Subdivision Lots: 1,631

Carson City Recorded Subdivision Vacant Lot Information

Page 2 of 2

Approved Multi-Family Residential Projects (MPR's and SUP's)

Development Name	Review Date	Proposed units	Location and Notes
Silver Oak, GS Richards Blvd	Apr-15	90	GS Richards Blvd. at Ivy Baldwin Circle
The Villas at Silver Oak	Mar-17	150	GS Richards Blvd. at Silver Oak Dr.
W. Washington office conversion	Aug-17	5	W. Washington St.
RD Lompa Apartments	Sep-17	372	Saliman Rd. & 5th St.
Carson Hills Apartments	Apr-18	370	Clearview Dr. & Curry St.

Total Potential Multi-family Units: 370

Total Vacant, Pending, and Multi-Family: 2,001

Conceptual Map Reviews (last 12 months)

Development Name	Date	Proposed Lots	Location and Notes
Lompa Ranch East	Nov-17	268	Airport Road & Butti Way vicinity

Total Conceptual Units: 268

Approved Developments (Remaining Residential Units)

