

STAFF REPORT FOR THE PLANNING COMMISSION MEETING OF AUGUST 29, 2018

FILE NO: SUP-18-108

AGENDA ITEM: E.2

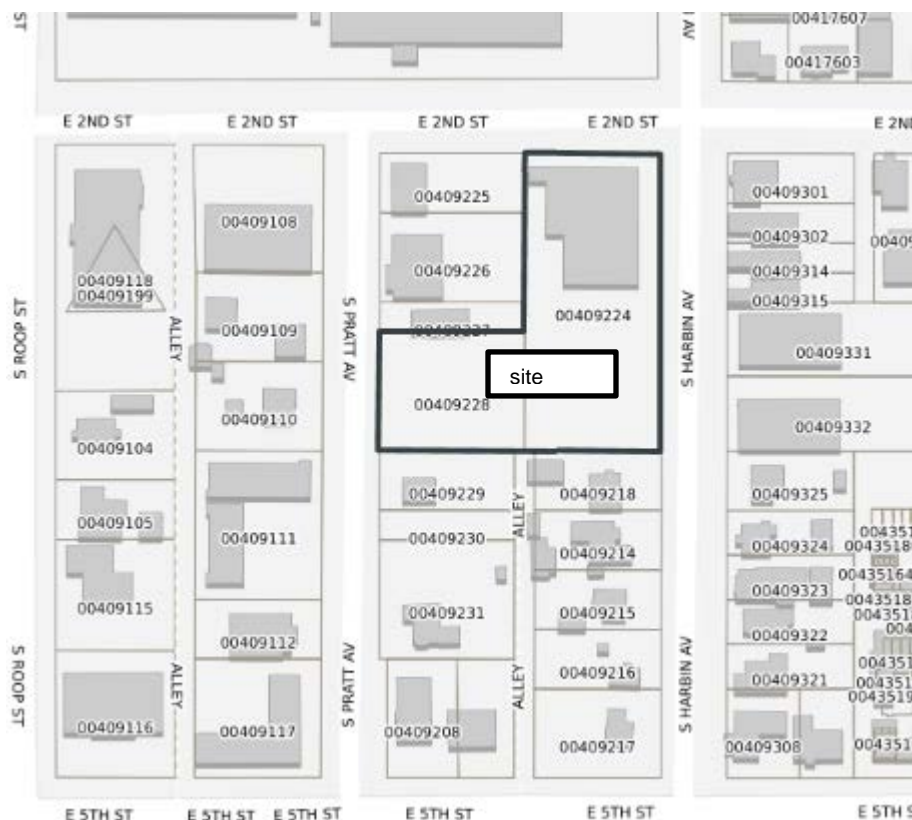
STAFF CONTACT: Hope Sullivan, Planning Manager

AGENDA TITLE: For Possible Action: To consider a Special Use Permit for a Church use on property zoned General Office (GO), located at 911 East Second Street and 211 South Pratt Avenue, APNs 004-092-24 and -28. (Hope Sullivan, hsullivan@carson.org)

Summary: The applicant is seeking to utilize an existing building as a church. Ancillary services will include social services, adult and youth character building programs, and holiday programs including the angel tree program and holiday food boxes.

RECOMMENDED MOTION: "I move to approve SUP-18-108, a Special Use Permit request to allow a church use in the General Office zoning district, located at 911 East Second Street and 211 South Pratt Avenue, APNs 004-092-24 and -28, based on the ability to make the required findings and subject to the conditions of approval contained in the staff report."

VICINITY MAP:



RECOMMENDED CONDITIONS OF APPROVAL:

1. The applicant must sign and return the Notice of Decision for conditions for approval within 10 days of receipt of notification. If the Notice of Decision is not signed and returned within 10 days, then the item may be rescheduled for the next Planning Commission meeting for further consideration.
2. All development shall be substantially in accordance with the development plans approved with this application, except as otherwise modified by these conditions of approval.
3. All on- and off-site improvements shall conform to City standards and requirements.
4. The applicant shall meet all the conditions of approval and commence the use for which this permit is granted within 12 months of the date of final approval. A single, one year extension of time may be granted if requested in writing to the Planning Division 30 days prior to the one year expiration date. Should this permit not be initiated within one year and no extension granted, the permit shall become null and void.
5. Six foot tall solid fencing is to be erected along the southern property as a replacement to the chain linked fencing with slats.

LEGAL REQUIREMENTS: CCMC 18.02.080 (Special Use Permits), CCMC 18.04.115 General Office (GO)

MASTER PLAN DESIGNATION: Mixed Use Residential (MUR)

PRESENT ZONING: General Office (GO)

KEY ISSUES: Will the proposed church use be appropriate in this location?

SURROUNDING ZONING AND LAND USE INFORMATION:

WEST: General Office (GO)/Office and Single Family Residential

EAST: Multifamily Apartment (MFA)/Single Family Residential and Multifamily Residential

NORTH: Public Regional (PR)/Sherriff's Office

SOUTH: General Office (GO)/Single Family Residential

ENVIRONMENTAL INFORMATION:

FLOOD ZONE: Zone X-shaded (between 100 year and 500 year flood plain)

EARTHQUAKE: Zone II, Moderate

SLOPE/DRAINAGE: Site is primarily flat

SITE DEVELOPMENT INFORMATION:

LOT SIZE: .95 acres

STRUCTURE SIZE: 8,256 square feet

PARKING: 94 spaces on site, 8 spaces off-site

VARIANCES REQUESTED: None

PREVIOUS REVIEWS:

- AB-96/97-13: Abandonment of an alley

DISCUSSION:

A Special Use Permit is required for the following reason:

- According to CCMC Section 18.04.115 General Office, Conditional Uses, a church requires a Special Use Permit.

The applicant is proposing to utilize an unoccupied building, the former Greater Nevada Credit Union building, for a church. The site is located in a transitional area from a land use perspective, with the Sherriff's office across the street, office uses to the west, and residential uses to the south and the east. The only exterior modification proposed is the incorporation of additional parking along the western property line.

The proposed primary use is a church. Ancillary uses will involve caring for youth, serving families in crisis, helping to prevent homelessness, and emergency disaster services. These are all functions that are traditionally associated with a church.

The church is proposing to meet its parking requirement by utilizing eight on-street parking spaces. This is consistent with Development Standards 2.3.13 which states that when an existing building within the general office or redevelopment district are converted to a use requiring more parking than the existing use, on-street curb parking may be considered as part of the required parking provided all of the are met:

- a. Adequate off-street space is not available, or the commission determines that strict compliance with the requirements would adversely affect the character of the neighborhood;*

Staff does not find that additional on-site parking is feasible.

- b. At least 50 percent of the required parking shall be provided off street;*

More than 50 percent of the required parking is provided off street.

- c. Allowable on-street parking shall be restricted to 50% curb parking space adjacent to the exterior boundaries of the subject property;*

The applicant is seeking to utilize eight on-street spaces. Given on street parking along the frontages of Pratt, Second, and Harbin, staff believes it will constitute less than 50% of the curb parking spaces.

- d. On-street parking may not be deducted from the total off-street parking requirements for car, truck or trailer rental agencies or property zoned air industrial park;*

The proposed use is not a car, truck or trailer rental agency, and the property is not zoned air industrial park.

- e. Allowable on-street parking may not be located upon streets which are designated as arterials in the master plan;*

None of the three streets abutting the site are designated arterials.

- f. All required parking for new construction must be located off street.*

No new construction is proposed.

The Planning Commission is authorized to approve a Special Use Permit upon making each of the required seven findings in the affirmative.

PUBLIC COMMENTS: Public notices were mailed to 152 adjacent property owners within 600 feet of the subject site on August 8, 2018. At the writing of this report, no written comments have been received, but staff has met with a neighboring property owner who expressed concern regarding the adverse impacts associated with placing parking along the south property line where there is currently a drive aisle and landscaping. Any comments that are received after this report is completed will be submitted to the Planning Commission prior to or at the meeting, depending on the date of submission of the comments to the Planning Division.

OTHER CITY DEPARTMENTS OR OUTSIDE AGENCY COMMENTS: The following comments were received by various city departments. Recommendations that are not code requirements have been incorporated into the recommended conditions of approval, where applicable.

Building Division: no comments

Engineering Division:

1. Changes in the parking lot must meet Carson City and ADA standards.

Fire Department:

1. Project must comply with the currently adopted edition of the International Fire Code and northern Nevada amendments.
2. All storage under the overhangs is prohibited by fire code.
3. A change of use permit is required through the City Permit Center.

Environment Control Authority:

1. If this project will be demolishing or disturbing greater than 160 square feet of material, the following is required.
 - a. An asbestos assessment;
 - b. Submittal of a Carson City Acknowledgement of Asbestos Form;
 - c. Depending on results from Assessment, an EPA 10 Day Notification may also be required.
2. If the use will involve preparing food for consumption by the public, a grease interceptor will be required.

FINDINGS: Staff's recommendation is based upon the findings as required by CCMC Section 18.02.062 (Special Use Permits) enumerated below and substantiated in the public record for the project.

1. *Will be consistent with the objectives of the master plan elements.*

Goal 5.9 discusses promoting redevelopment. Policy 5.9b states "The City will continue to work with local businesses and property owners to encourage and assist in redevelopment efforts within the boundaries of the existing redevelopment areas."

The proposed project will result in an unoccupied building in the redevelopment area being occupied, thus contributing to the vitality of the area.

2. *Will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood; and will cause no objectionable noise, vibrations, fumes, odors, dust, glare or physical activity.*

The church is proposed to occupy an existing building. Per the application, programs are primarily indoors, and outdoor activities are minimal. There will be no outdoor amplification, and no change in the existing outdoor lighting.

Per the application, office hours are 9:00 AM – 3:00 PM Monday through Friday, the youth program hours are 7:30 AM – 6:00 PM Monday – Friday, and Sunday school and church typically end by 2:00 PM on the weekends.

The one exterior change is the conversion of a drive aisle to access an ATM machine to parking spaces abutting the southern property line. There is currently a flower bed to the south of the drive aisle, and a chain linked fence with slats along the southern property line. The applicant is proposing to modify this portion of the property to accommodate angled parking. This will result in headlights being directed into the single family residential properties. Staff finds that the chain linked fencing with slats is an inadequate shield, and recommends that a six foot solid fence be erected along the southern property line to provide opaque screening.

3. *Will have little or no detrimental effect on vehicular or pedestrian traffic.*

No detrimental impact to vehicular or pedestrian traffic is anticipated. The applicant anticipates traffic will be less than was realized when the credit union occupied the building.

4. *Will not overburden existing public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage, and other public improvements.*

The site is already served by public utilities and public services. The proposed use will not overburden these services.

5. *Meets the definition and specific standards set forth elsewhere in this title for such particular use and meets the purpose statement of that district.*

A church is a Conditional Use in the General Office zoning district. Provided the seven required findings can be met, the standards of Title 18 will be met.

6. *Will not be detrimental to the public health, safety, convenience and welfare.*

There is no anticipated detrimental effect to the public. The use will be primarily indoors, and primarily during day time hours.

7. *Will not result in material damage or prejudice to other property in the vicinity.*

With the conditions of approval recommended, the establishment of a church at the subject property will not result to material damage or prejudice to other property in the vicinity. The

proposed use is primarily indoors during day time hours.

Attachments:

Engineering Comment

Fire Comment

Environmental Control Comment

Application: SUP-18-108

**Engineering Division
Planning Commission Report
File Number SUP-18-108**

TO: Hope Sullivan - Planning Department
FROM: Rory Hogen – Development Engineering Department
DATE: August 17, 2018

SUBJECT TITLE:

SUP 18-108 for Salvation army center, 911 E Second and 211 S Pratt, apn 04-092-24 and 28.

RECOMMENDATION:

The Engineering Division has no preference or objection to the special use request and offers the following conditions of approval: Changes in the parking lot must meet Carson City and ADA standards.

DISCUSSION:

The Engineering Division has reviewed the application within our areas of purview relative to adopted standards and practices and to the provisions of CCMC 18.02.080, Conditional Uses. The Engineering Division offers the following discussion:

- If a backflow device does not already exist for the domestic water service, one may need to be installed depending on the use of the building.

C.C.M.C. 18.02.080 (5a) - Master Plan

The request is not in conflict with any Engineering Master Plans.

C.C.M.C. 18.02.080 (5b) – Use, Peaceful Enjoyment, Economic Value, Compatibility

Development Engineering has no comment on this finding.

C.C.M.C. 18.02.080 (5c) - Traffic/Pedestrians

The existing infrastructure is sufficient to provide safe access and circulation.

C.C.M.C. 18.02.080 (5d) - Public Services

The existing sewer, water and storm drain infrastructure appear to be sufficient to provide service to the project.

SUP 18-108 for Salvation Army Center at 911 E Second St, apn 04-092-24 and 28
Page 2

C.C.M.C. 18.02.080 (5e) – Title 18 Standards

Development Engineering has no comment on this finding.

C.C.M.C. 18.02.080 (5f) – Public health, Safety, Convenience, and Welfare

The project meets engineering standards for health and safety.

C.C.M.C. 18.02.080 (5g) – Material Damage or Prejudice to Other Property

Development Engineering has no comment on this finding.

C.C.M.C. 18.02.080 (5h) – Adequate Information

The plans and reports provided were adequate for this analysis.

Fire Department Comments

07/30/2018

SUP-18-108

1. Project must comply with the currently adopted edition of the International Fire Code and northern Nevada amendments.
2. All storage under the overhangs is prohibited by the fire code.
3. A change of use permit is required through the City Permit Center.

Dave Ruben

Fire Marshal

Carson City Fire Department

777 S. Stewart Street

Carson City, NV 89701

Direct 775-283-7153

Main 775-887-2210

FAX 775-887-2209

MEMORANDUM

TO : Planning Department

FROM : Mark Irwin

Re : SUP - 18-108

DATE : July 25, 2018

Greetings,

After initial plan review the Carson City Environmental Control Authority (ECA), a Division of Carson City Public Works Department (CCPW), has the following requirements per the Carson City Municipal Code (CCMC) and the Uniform Plumbing Code (UPC) for SUP-18-108 @ 911 E. Second St. (Salvation Army).

1. If this project will demolishing or disturbing greater than 160 sq. surface feet of material the following will be required.
 - a. An asbestos assessment will be required.
 - b. Submit Carson City Acknowledgment of Asbestos Form.
 - c. Depending on results from Assessment, an EPA10 Day Notification may also be required.
2. If project will be preparing food for consumption by the public. A grease interceptor will be required.

Carson City Planning Division
108 E. Proctor Street • Carson City NV 89701
Phone: (775) 887-2180 • E-mail: planning@carson.org

FILE # SUP - 18 -

APPLICANT PHONE #
Salvation Army 775-887-9120

MAILING ADDRESS, CITY, STATE, ZIP
661 Colorado St Carson City, Nv 89701

EMAIL ADDRESS
mark.cyr@usw.salvationarmy.org

PROPERTY OWNER PHONE #
Greater Nevada Credit Union

MAILING ADDRESS, CITY, STATE, ZIP
451 Eagle Station Ln Carson City, Nv 89701

EMAIL ADDRESS

APPLICANT AGENT/REPRESENTATIVE PHONE #
J.P. Copoulos, Architect 775-720-4051

MAILING ADDRESS, CITY STATE, ZIP
P.O. Box 2517 Carson City, Nv 89702

EMAIL ADDRESS
info@jpcarchitect.com

Project's Assessor Parcel Number(s): Street Address
004-092-24 & 28 991 East Second St

Project's Master Plan Designation Project's Current Zoning Nearest Major Cross Street(s)
Mixed Use Residential GO E. Second St & Division St

Please provide a brief description of your proposed project and/or proposed use below. Provide additional pages to describe your request in more detail.

Change of use from bank/office to family community center

PROPERTY OWNER'S AFFIDAVIT

I, Joyce Whitney-Silva (EVP/CFO for Greater Nevada Credit Union), being duly deposed, do hereby affirm that I am the record owner of the subject property, and that I have knowledge of, and I agree to, the filing of this application.

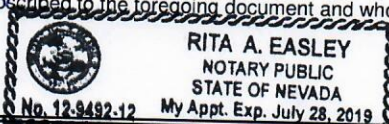
Joyce Whitney-Silva 451 Eagle Station Lane 7/17/18
Signature Address Date
Carson City, NV 89701

Use additional page(s) if necessary for additional owners.

STATE OF NEVADA
COUNTY Carson City

On July 17, 2018, Joyce Whitney-Silva, EVP/CFO, personally appeared before me, a notary public, personally known (or proved) to me to be the person whose name is subscribed to the foregoing document and who acknowledged to me that he/she executed the foregoing document.

Rita A. Easley
Notary Public



NOTE: If your project is located within the Historic District or airport area, it may need to be scheduled before the Historic Resources Commission or the Airport Authority in addition to being scheduled for review by the Planning Commission. Planning staff can help you make this determination.

FOR OFFICE USE ONLY:

CCMC 18.02.080

SPECIAL USE PERMIT

FEE*: \$2,450.00 MAJOR
\$2,200.00 MINOR (Residential zoning districts)
+ noticing fee
*Due after application is deemed complete by staff

SUBMITTAL PACKET – 4 Complete Packets (1 Unbound Original and 3 Copies) including:

Application Form
Detailed Written Project Description
Site Plan
Building Elevation Drawings and Floor Plans
Special Use Permit Findings
Master Plan Policy Checklist
Applicant's Acknowledgment Statement
Documentation of Taxes Paid-to-Date
Project Impact Reports (Engineering)

CD or USB DRIVE with complete application in PDF

Application Received and Reviewed By:

Submittal Deadline: See attached Planning Commission application submittal schedule.

Note: Submittals must be of sufficient clarity and detail for all departments to adequately review the request. Additional information may be required.

DESCRIPTION OF PROPOSED PROJECT
TO
CHANGE USE FROM BANK/OFFICE
TO FAMILY COMMUNITY CENTER
FOR THE
SALVATION ARMY

July 18, 2018

Applicant is requesting a Special Use Permit for the Salvation Army lease/option at the Greater Nevada credit Union building on Second Street. The work would consist of minor modifications to the existing parking lot to increase parking. Otherwise the Salvation Army would occupy the building as is. The existing open office space at the interior of the building would be used as their chapel/assembly space.

The Salvation Army has experienced considerable growth. Moving to this building will allow expansion of their existing services including:

- Caring for our youth
- Emergency disaster services
- Serving families in crisis
- Helping to prevent homelessness

The Salvation Army started services in Carson City and the surrounding community in 1983 and has long been recognized for the quality of its humanitarian services to the poor and less fortunate in this area. The local Army, just like is done in the rest of the world, is offering a hand up, not just a handout. This project will allow the Army to meet current and future needs in Carson City.

The property will be used for church services, social services and adult and youth character building programs as well as holiday programs such as Angel Tree program and holiday food boxes. The Salvation Army works closely with many of the other churches and social service agencies here in Carson City and provide for the needs of thousands of Carson City's residents.

FINDINGS
FOR
A SPECIAL USE PERMIT
TO
CHANGE USE FROM BANK/OFFICE
TO FAMILY COMMUNITY CENTER
FOR THE
SALVATION ARMY

Question 1. How will the proposed development further and be in keeping with and not contrary to the objectives of the Master Plan elements?

The features of this project that support question one are as follows:

Master Plan Chapter 3: A Balanced Land Use Pattern

No change to planned population growth is anticipated with this project, it will improve the social, economic and environmental well being of Carson City by improving an existing emergency assistance resource.

Sustainability is achieved by expanding upon an existing use with little infrastructure improvements required.

The project is located outside of the primary floodplain and away from other geological hazard areas.

The development is locating in an existing building and achieves the goal of infill development, it takes advantage of a central location, good traffic access, and close proximity of utilities. Its location is along a major arterial which will provide a convenient family community facility for many Carson City residents.

Pathway connections are maintained by accessing existing walkways around the site. The current walking & biking patterns from the site thru the neighborhood will be maintained.

Transition between residential and non residential areas will be maintained by retaining existing landscape buffers along the east and south of the site.

Levels of utility service will remain unchanged. No new utility load is anticipated.

Master Plan Chapter 4: Equitable Distribution of Recreational Opportunities

Existing youth programs will have more space in this new location

Master Plan Chapter 5: Economic Vitality

This project will expand upon the existing family services in the area while maintaining compatibility with the adjacent businesses.

Expanded services will improve the employment base.

Master Plan Chapter 6: Livable Neighborhoods and activity centers

Occupying an existing vacant building will help the established neighborhood in this area of the City.

The building for this project is built of durable, long lasting materials, has clearly identified entrances and pedestrian connections, landscaping and other features consistent with the development standards.

It provides appropriate height, density, and setback transitions and connectivity to surrounding development through an easement (alley) allowing the neighbors access to their properties.

Pedestrian connectivity around the site will be maintained. Current walking & biking patterns from the site thru the neighborhood and the city will be maintained.

Master Plan Chapter 7: A Connected City

The Salvation Army project provides a bike friendly environment by featuring bike parking. This site is already connected with existing bike and pedestrian pathways reinforcing Carson City's Unified Pathways Master Plan.

Question 2: Will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding area. Will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood; and is compatible with and preserves the character and integrity of adjacent development and neighborhoods or includes improvements or modifications either on-site or within the public right-of-way to mitigate development related to adverse impacts such as noise, vibrations, fumes, odors, dust, glare or physical activity.

- A. *Describe the general types of land uses and zoning designations adjoining your property (for example: North: grocery store, Retail Commercial zoning)*

Land uses adjacent to the parcel are as follows: to the North; Carson City Court House, County Jail, and Sheriff's Department, to the South; residences and fence buffer, to the East; open space buffer & residences, to the West: alley, Counseling Center & Accounting Office.

- B. *Explain why your project is similar to existing development in the neighborhood, and why it will not hurt property values or cause problems, such as noise, dust, odors, vibration, fumes, glare, or physical activity, etc. with neighboring property owners. Have other properties in your area obtained approval of a similar request? How will your project differ in appearance from your neighbors? Your response should consider the proposed physical appearance of your proposal, as well as comparing your use to others in the area.*

The previous use as a bank with drive up generated considerable traffic. The change of use will change the after business hours traffic in the neighborhood due to the varying programs managed by the Salvation Army. The site is accessed from numerous street driveways which will help disperse traffic flow. The only noise impact will be contained within the building. The Salvation Army programs are primarily indoor and outdoor activities are minimal. There will be no outdoor amplification and none of our activities will produce loud noise, dust, odors, vibration, fumes, glare, or excessive physical activity. The current architectural design of the building will not be changed.

- C. *Provide a statement explaining how your project will not be detrimental to the use, peaceful enjoyment or development of surrounding properties and the general neighborhood.*

The existing fencing and tree landscape area provide a buffer to the adjacent residences, and by providing a park like setting adjacent to the east and north, the neighborhood atmosphere will be maintained and the peaceful enjoyment of the neighborhood will be retained. The Salvation Army will not increase the current traffic of the neighborhood as there will be less traffic than the Credit Union that was there before. Our youth program hours open at 7:30 AM and close at 6:00 PM Monday-Friday as a norm.

Our office hours are 9:00AM until 3:00PM Monday-Friday we rarely have activities on Saturdays and Sundays we have Sunday School and Church and are done by 2:00PM. Any late activities are limited to small groups and never loud or obstructive to the neighbors. The site is accessed from numerous street driveways at Second Street, Harbin, & Pratt which will help disperse traffic flow. Pedestrian drop off will occur within the middle of the site with minimal impact to the adjacent neighborhood. The existing pedestrian access and flow through the neighborhood will remain unchanged.

D. If outdoor lighting is to be a part of the project, please indicate how it will be shielded from adjoining property and the type of lighting (wattage/height/placement) provided.

None of the current outdoor lighting will be changed.

E. Describe the proposed landscaping, including screening and arterial landscape areas (if required by the zoning code). Include a site plan with existing and proposed landscape shown on the plan which complies with City ordinance requirements.

Current landscaping will be maintained.

F. Explain any short-range and long-range benefit to the people of Carson City that will occur if your project is approved.

- Improve the choices for emergency assistance services in Carson City.
- Increase the services capacity of humanitarian assistance.
- Maintain an existing landscape and tree component to the neighborhood.
- Add to the employment base in Carson City.
- Adding structured programs for youth.

Short range benefits if our project is approved will be families in need will receive services in a much more convenient location and a setting that will be more comfortable for the families. The Salvation Army provides services to thousands of Carson City's residents each year. Many of the services provided help Carson City families sustain their existence and prepare them for a better more stable future.

Long range benefits as The Salvation Army continues to invest time and programs into the people in need of Carson City the community will see less poverty. The Salvation Army provides a hand up for those that need it. Encouragement and hope for those without hope. Through our inter agency cooperation we see many of our clients become successful contributors to the community. Our Life recovery program has helped many become clean and sober. It's helped family be restored. Our children's programs help teach children their value and provides help with homework and keeps children active and has character building lessons.

The Salvation army helps Carson City Residents with Food Assistance, Utilities Assistance, Rental Assistance, Clothing Assistance for Job Interviews, Child Care through our Day Camps and Afterschool programs. We help individuals obtain the necessary identification items (State IDs and Social Security Cards) to gain employment.

All the work The Salvation Army does is designed to benefit the local community. From our church services that focus on spiritual restoration to the pragmatic programs that provide specific material needs.

Question 3: Will have little or no detrimental effect on vehicular or pedestrian traffic.

As The Salvation Army will expect less traffic than the original Credit Union that was present on this property, there is no negative impact expected on pedestrian and vehicular traffic.

Question 4: Will not overburden existing public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage and other public improvements.

Explanation:

A. *How will your project affect the school district? Will your project add to the student population or will it provide a service to the student population?* The Salvation Army provides services to the school population. We provide an After School program, Day Camps during school breaks and an Early Morning Child Care on sight at three local Elementary Schools and has had a successful partnership with the Carson City School District for more than 20 years.

B. *How will your project affect police and fire protection?*

The Salvation Army regularly serves Fire Fighters, Police and other first responders as well as victims of disasters.

C. *Is the water supply serving your project adequate to meet your needs without degrading supply and quality to others in the area? Is there adequate water pressure? Are the lines in need of replacement? Is your project served by a well?*

In discussion with Mr. Guillermo Munoz, Public Works Assistant Project Manager, there was no foreseeable increase in water demand from previous use. Nor was it foreseeable that the lines would need replacement.

D. *If your project will result in the covering of land area with paving or a compacted surface, how will drainage be accommodated?*

There is no change to the existing covering of the land area so there will be no drainage issues.

- E. *Is there adequate capacity in the sewage disposal trunk line that you will connect to in order to serve your project, or is your site on a septic system?*

In discussion with Mr. Guillermo Munoz, Public Works Assistant Project Manager, it was suggested that The Salvation Army would not have a significant increase in sewage usage and the current sewage disposal trunk line will be sufficient.

- F. *What kind of road improvements are proposed or needed to accommodate your project?*

In discussion with Mr. Guillermo Munoz, Public Works Assistant Project Manager, there should be no need for road improvements as The Salvation Army is expecting less traffic than the previous Credit Union that did business at this site.

- G. *Indicate the source of the information that you are providing to support your conclusions and statements made in this application (private engineer, Development Engineering, Public Works, Transportation, title report or other sources).*

(A, B Personal experience. C, D, E, F: A phone conversation with Mr. Guillermo Munoz, Public Works Assistant Project Manager, on July 16th at about 3:30 PM)

Question 5: Meets the definition and specific standards set forth elsewhere in Carson City Municipal Code, Title 18 for such particular use and meets the purpose statement of that district.

Development is proposed within a mixed-use land use category where the underlying zoning may permit the types and mix of uses proposed using Special Use Permit process.

Question 6: Will not be detrimental to the public health, safety, convenience and welfare.

The Salvation Army is beneficial to public health, safety, convenience and welfare. Providing needed services to thousands each year.

Question 7: Will not result in material damage or prejudice to other property in the vicinity, as a result of proposed mitigation measures.

Although well maintained and recently updated inside and out, the property and building in this proposal have been present in the community as is since 1977. Proposal plans no structural changes that would result in any damage or prejudice to any properties in the vicinity.

Project Impact Report

Traffic:

The previous use as a bank with drive up generated considerable traffic. The change of use will change the after business hours traffic in the neighborhood due to the varying programs managed by the Salvation Army, but no greater traffic increase is anticipated. Salvation Army currently has 9 full time employees daily and 12 volunteers per week.

Drainage:

No change to impervious surfaces is proposed and no change to the existing storm drainage patterns are proposed.

Water:

Average daily usage at 2nd St building was 160 GPD

Average daily usage at existing Salvation Army building is 180 GPD (less landscape water)

20 GPD is estimated to be added to the project

Calculations based on water usage information from Carson City Utilities

Landscape water use will remain unchanged (building has a landscape meter while current Salvation Army building does not)

Sewer:

20 GPD sewer is estimated to be added to project.

PREPARED 7/18/18 ACCOUNT CONSUMPTION HISTORY PAGE: 1
 PROGRAM UT475
 CARSON CITY UTILITIES
 CUSTOMER: 112325 GREATER NEVADA CREDIT UNION
 431 EAGLE STATION LN NV 897016494
 LOCATION: 112320 911 E SECOND ST
 CYCLE/ROUTE: 02-04
 STATUS: A

WATER METER NUMBER: 00015906579 METER SIZE: 150

READING DATE	TYPE	DAYS	BILLING PERIOD/DATE	ACTUAL CONSUMPTION	ACTUAL DEMAND	ORIGINAL CONSUMPTION	ORIGINAL DEMAND
12/02/14	REG	28	12/14 12/11/14	3.00	.00		
11/14/14	REG	31	11/14 11/12/14	8.00	.00		
10/01/14	REG	29	10/14 10/10/14	8.00	.00		
9/02/14	REG	30	9/14 9/10/14	7.00	.00		
8/01/14	REG	31	8/14 8/12/14	7.00	.00		
7/01/14	REG	31	7/14 7/12/14	8.00	.00		
6/01/14	REG	31	6/14 6/13/14	8.00	.00		
5/01/14	REG	30	5/14 5/13/14	8.00	.00		
4/01/14	REG	29	4/14 4/11/14	8.00	.00		
3/01/14	REG	29	3/14 3/13/14	8.00	.00		
2/01/14	REG	33	2/14 2/13/14	3.00	.00		
1/01/14	REG	30	1/14 1/14/14	3.00	.00		
TOTALS:	365			62.00	.00		
AVERAGE DAILY USAGE:				.16	.00		

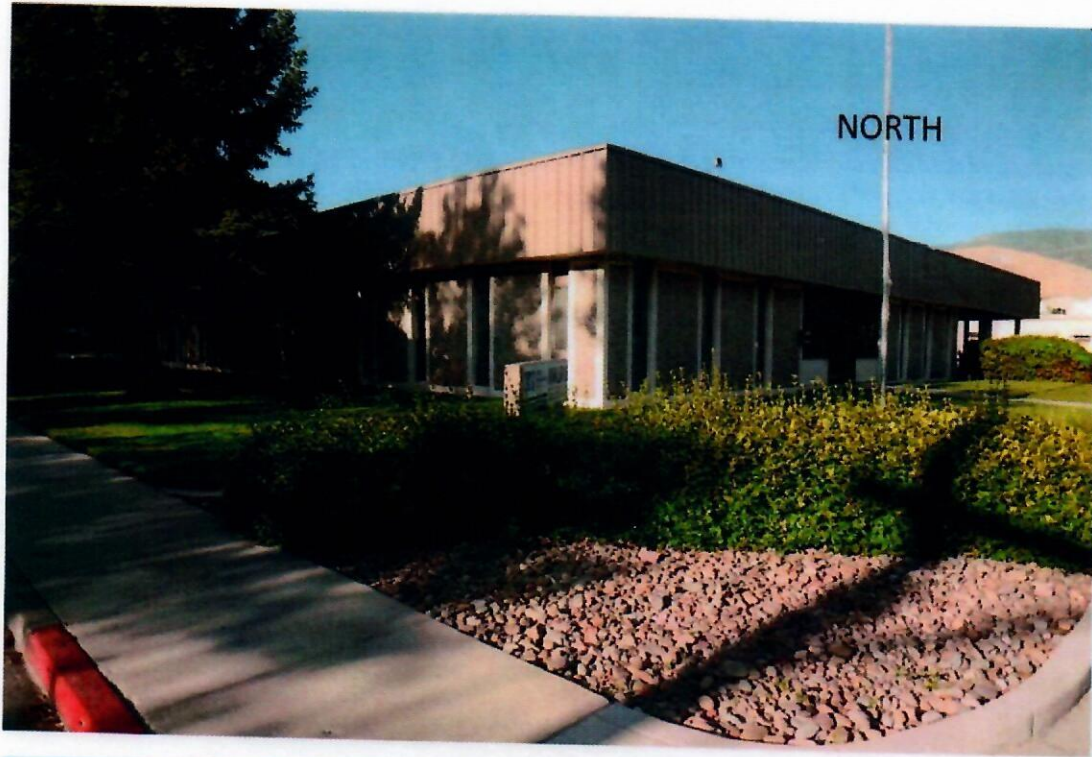
CONSUMPTION PARAMETERS FOR WATER
 EXCEPTION REPORT FLAG : .00
 CONSUMPTION ESTIMATE : .00
 DEMAND CONSUMPTION ESTIMATE : .00
 AVERAGE CONSUMPTION : .25
 AVERAGE DEMAND CONSUMPTION : .00
 TOTAL CONSUMPTION : 1826.00
 TOTAL DEMAND CONSUMPTION : .00
 TOTAL READING DAYS : 724

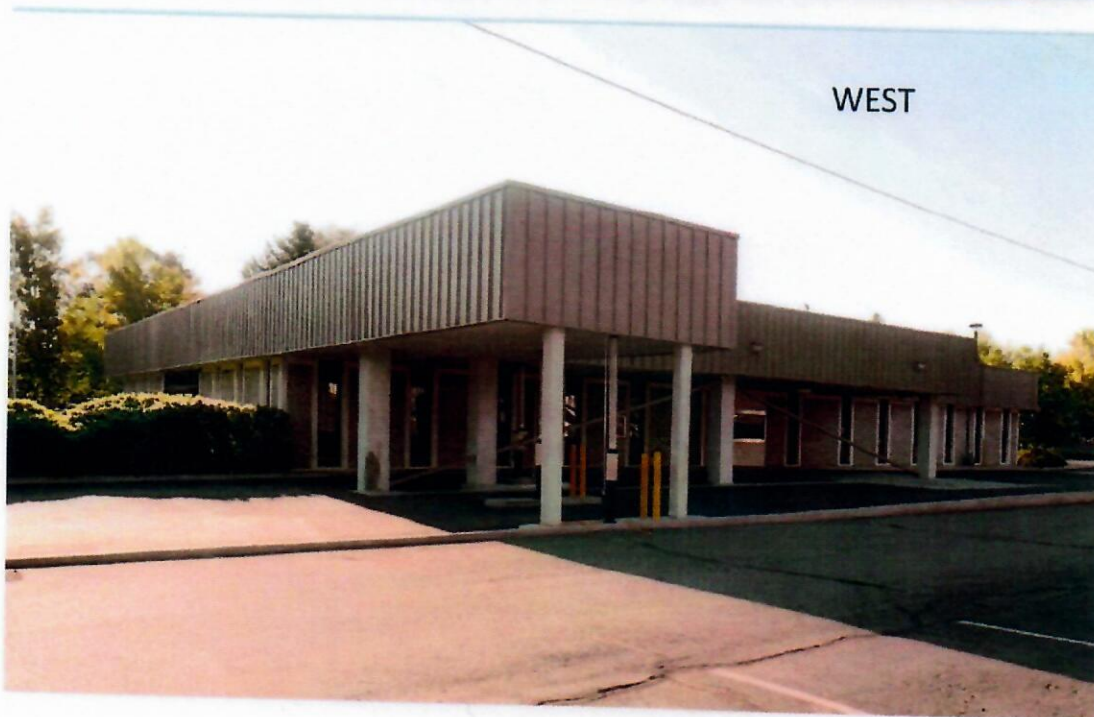
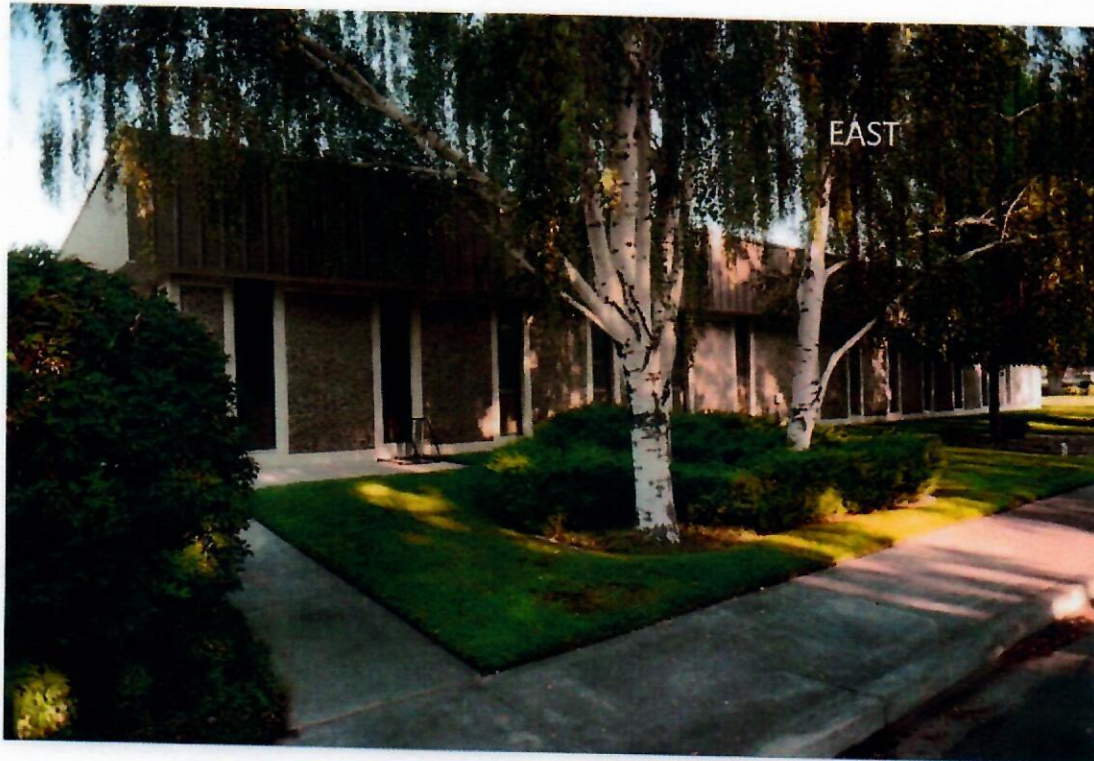
PREPARED 7/18/18 ACCOUNT CONSUMPTION HISTORY PAGE: 1
 PROGRAM UT475
 CARSON CITY UTILITIES
 CUSTOMER: 121415 SALVATION ARMY CC
 C/O CORPS OFFICER
 PO BOX 956 NV 897020956
 LOCATION: 23910 661 COLORADO ST
 CYCLE/ROUTE: 07-32
 STATUS: A

WATER METER NUMBER: 00093832966 METER SIZE: 063

READING DATE	TYPE	DAYS	BILLING PERIOD/DATE	ACTUAL CONSUMPTION	ACTUAL DEMAND	ORIGINAL CONSUMPTION	ORIGINAL DEMAND
6/13/18	REG	29	6/18 6/22/18	17.00	.00		
5/15/18	REG	26	5/18 5/22/18	11.00	.00		
4/16/18	REG	33	4/18 4/21/18	11.00	.00		
3/14/18	REG	26	3/18 3/21/18	7.00	.00		
2/14/18	REG	26	2/18 2/21/18	9.00	.00		
1/14/18	REG	30	1/18 1/20/18	5.00	.00		
12/14/17	REG	31	12/17 1/20/18	5.00	.00		
11/14/17	REG	29	11/17 11/21/17	9.00	.00		
10/14/17	REG	32	10/17 10/21/17	8.00	.00		
9/14/17	REG	30	9/17 9/21/17	13.00	.00		
8/14/17	REG	29	8/17 8/24/17	19.00	.00		
7/14/17	REG	31	7/17 7/24/17	20.00	.00		
6/14/17	REG	30	6/17 6/22/17	16.00	.00		
5/14/17	REG	28	5/17 5/22/17	16.00	.00		
4/14/17	REG	28	4/17 4/22/17	8.00	.00		
3/14/17	REG	29	3/17 3/22/17	12.00	.00		
2/14/17	REG	28	2/17 2/22/17	3.00	.00		
1/14/17	REG	33	1/17 1/24/17	4.00	.00		
TOTALS:	545			184.00	.00		
AVERAGE DAILY USAGE:				.33	.00		

CONSUMPTION PARAMETERS FOR WATER
 EXCEPTION REPORT FLAG : .00
 CONSUMPTION ESTIMATE : .00
 DEMAND CONSUMPTION ESTIMATE : .37
 AVERAGE CONSUMPTION : .00
 AVERAGE DEMAND CONSUMPTION : .00
 TOTAL CONSUMPTION : 2376.00
 TOTAL DEMAND CONSUMPTION : .00
 TOTAL READING DAYS : 6417





Master Plan Policy Checklist

Special Use Permits & Major Project Reviews & Administrative Permits

PURPOSE

The purpose of a development checklist is to provide a list of questions that address whether a development proposal is in conformance with the goals and objectives of the 2006 Carson City Master Plan that are related to non-residential and multi-family residential development. This checklist is designed for developers, staff, and decision-makers and is intended to be used as a guide only.

Development Name: Salvation Army

Reviewed By: _____

Date of Review: _____

DEVELOPMENT CHECKLIST

The following five themes are those themes that appear in the Carson City Master Plan and which reflect the community's vision at a broad policy level. Each theme looks at how a proposed development can help achieve the goals of the Carson City Master Plan. A check mark indicates that the proposed development meets the applicable Master Plan policy. The Policy Number is indicated at the end of each policy statement summary. Refer to the Comprehensive Master Plan for complete policy language.

CHAPTER 3: A BALANCED LAND USE PATTERN



The Carson City Master Plan seeks to establish a balance of land uses within the community by providing employment opportunities, a diverse choice of housing, recreational opportunities, and retail services.

Is or does the proposed development:

- ☐ Meet the provisions of the Growth Management Ordinance (1.1d, Municipal Code 18.12)?
- ☐ Use sustainable building materials and construction techniques to promote water and energy conservation (1.1e, f)?
- ☒ Located in a priority infill development area (1.2a)?
- ☒ Provide pathway connections and easements consistent with the adopted Unified Pathways Master Plan and maintain access to adjacent public lands (1.4a)?

- ☒ Protect existing site features, as appropriate, including mature trees or other character-defining features (1.4c)?
- ☐ At adjacent county boundaries or adjacent to public lands, coordinated with the applicable agency with regards to compatibility, access and amenities (1.5a, b)?
- ☐ In identified Mixed-Use areas, promote mixed-use development patterns as appropriate for the surrounding context consistent with the land use descriptions of the applicable Mixed-Use designation, and meet the intent of the Mixed-Use Evaluation Criteria (2.1b, 2.2b, 2.3b, Land Use Districts, Appendix C)?
- ☒ Meet adopted standards (e.g. setbacks) for transitions between non-residential and residential zoning districts (2.1d)?
- ☐ Protect environmentally sensitive areas through proper setbacks, dedication, or other mechanisms (3.1b)?
- ☒ Sited outside the primary floodplain and away from geologic hazard areas or follows the required setbacks or other mitigation measures (3.3d, e)?
- ☐ Provide for levels of services (i.e. water, sewer, road improvements, sidewalks, etc.) consistent with the Land Use designation and adequate for the proposed development (Land Use table descriptions)?
- ☐ If located within an identified Specific Plan Area (SPA), meet the applicable policies of that SPA (Land Use Map, Chapter 8)?

CHAPTER 4: EQUITABLE DISTRIBUTION OF RECREATIONAL OPPORTUNITIES



The Carson City Master Plan seeks to continue providing a diverse range of park and recreational opportunities to include facilities and programming for all ages and varying interests to serve both existing and future neighborhoods.

Is or does the proposed development:

- ☐ Provide park facilities commensurate with the demand created and consistent with the City's adopted standards (4.1b)?
- ☐ Consistent with the Open Space Master Plan and Carson River Master Plan (4.3a)?

CHAPTER 5: ECONOMIC VITALITY



The Carson City Master Plan seeks to maintain its strong diversified economic base by promoting principles which focus on retaining and enhancing the strong employment base, include a broader range of retail services in targeted areas, and include the roles of technology, tourism, recreational amenities, and other economic strengths vital to a successful community.

Is or does the proposed development:

- ☐ Encourage a citywide housing mix consistent with the labor force and non-labor force populations (5.1j)
- ☐ Encourage the development of regional retail centers (5.2a)
- ☐ Encourage reuse or redevelopment of underused retail spaces (5.2b)?
- ☐ Support heritage tourism activities, particularly those associated with historic resources, cultural institutions and the State Capitol (5.4a)?
- ☒ Promote revitalization of the Downtown core (5.6a)?
- ☐ Incorporate additional housing in and around Downtown, including lofts, condominiums, duplexes, live-work units (5.6c)?

CHAPTER 6: LIVABLE NEIGHBORHOODS AND ACTIVITY CENTERS



The Carson City Master Plan seeks to promote safe, attractive and diverse neighborhoods, compact mixed-use activity centers, and a vibrant, pedestrian-friendly Downtown.

Is or does the proposed development:

- ☒ Use durable, long-lasting building materials (6.1a)?
- ☐ Promote variety and visual interest through the incorporation of varied building styles and colors, garage orientation and other features (6.1b)?
- ☐ Provide variety and visual interest through the incorporation of well-articulated building facades, clearly identified entrances and pedestrian connections, landscaping and other features consistent with the Development Standards (6.1c)?
- ☐ Provide appropriate height, density and setback transitions and connectivity to surrounding development to ensure compatibility with surrounding development for infill projects or adjacent to existing rural neighborhoods (6.2a, 9.3b 9.4a)?
- ☐ If located in an identified Mixed-Use Activity Center area, contain the appropriate mix, size and density of land uses consistent with the Mixed-Use district policies (7.1a, b)?
If located Downtown:
 - ☐ Integrate an appropriate mix and density of uses (8.1a, e)?
 - ☐ Include buildings at the appropriate scale for the applicable Downtown Character Area (8.1b)?
 - ☐ Incorporate appropriate public spaces, plazas and other amenities (8.1d)?
- ☐ Incorporate a mix of housing models and densities appropriate for the project location and size (9.1a)?

CHAPTER 7: A CONNECTED CITY



The Carson City Master Plan seeks promote a sense of community by linking its many neighborhoods, employment areas, activity centers, parks, recreational

amenities and schools with an extensive system of interconnected roadways, multi-use pathways, bicycle facilities, and sidewalks.

Is or does the proposed development:

- ☒ Promote transit-supportive development patterns (e.g. mixed-use, pedestrian-oriented, higher density) along major travel corridors to facilitate future transit (11.2b)?
- ☒ Maintain and enhance roadway connections and networks consistent with the Transportation Master Plan (11.2c)?
- ☒ Provide appropriate pathways through the development and to surrounding lands, including parks and public lands, consistent with the Unified Pathways Master Plan (12.1a, c)?

If there is any additional information that would provide a clearer picture of your proposal that you would like to add for presentation to the Planning Commission, please be sure to include it in your detailed description.

Please type and sign the statement on the following page at the end of your findings response.

ACKNOWLEDGMENT OF APPLICANT

I certify that the forgoing statements are true and correct to the best of my knowledge and belief. I agree to fully comply with all conditions as established by the Planning Commission. I am aware that this permit becomes null and void if the use is not initiated within one-year of the date of the Planning Commission's approval; and I understand that this permit may be revoked for violation of any of the conditions of approval. I further understand that approval of this application does not exempt me from all City code requirements.



Applicant's Signature

Nicolette Lynd

Print Name

7/18/14

Date

Revision Schedule			
Revision Number	Revision Description	Revision Date	Revision By

Salvation Army
Serving Carson
City & Douglas
County
Family Community
Center

Site Plan

Project Number: 7-15-18
Drawn by: JPC
Checked by: JPC
Scale: As Indicated

A100

Owner: Carson City, Nevada, Carson City
451 East Second St
Carson City, NV 89701
Applicant: Carson City, Nevada
801 Carson City
Carson City, NV 89701
Request: Family Community Center
Location: 451 East Second St
D11 East Second St
APN: 004-092-24 & 25
Zoning: GO
Master Plan/Land Use: Read Use Residential
APN: 004-092-24 & 25
Prepared By: J.P. Copeland, Architect



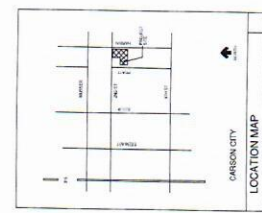
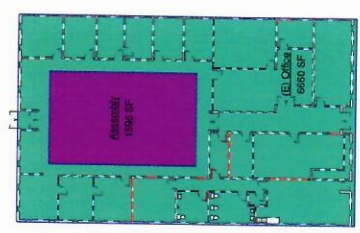
**SQUARE FOOTAGE
TABULATION**

EXISTING	
ONE SPACE PER 325 SF REQD FOR OFFICE	6660 SF 20 SPACES
ONE SPACE PER 20 SF REQD FOR ASSEMBLY	1596 SF 80 SPACES
100% TOTAL REQD	
PARKING BREAKDOWN	
EXISTING	NEW
COMPACT 0	COMPACT 0
HANDICAP 2	HANDICAP 2
REGULAR 49	REGULAR 41
TOTAL 51	TOTAL 43
TOTAL ON STREET 8	
TOTAL PROVIDED 102	
100021	

SETBACKS

FRONT	23.00'	E SECOND ST
REAR	164.00'	ALLEY
SIDE	27.15'	HARBIN ST

③ Parking Calculation
1" = 10'-0"



① Site 1" = 20'-0"
② Area Plan 1" = 20'-0"
③ Location Map 1.12" = 1'-0"

Revision Number	Revision Description	Revision Date

Salvation Army
Serving Carson
City & Douglas
County
Family Community
Center

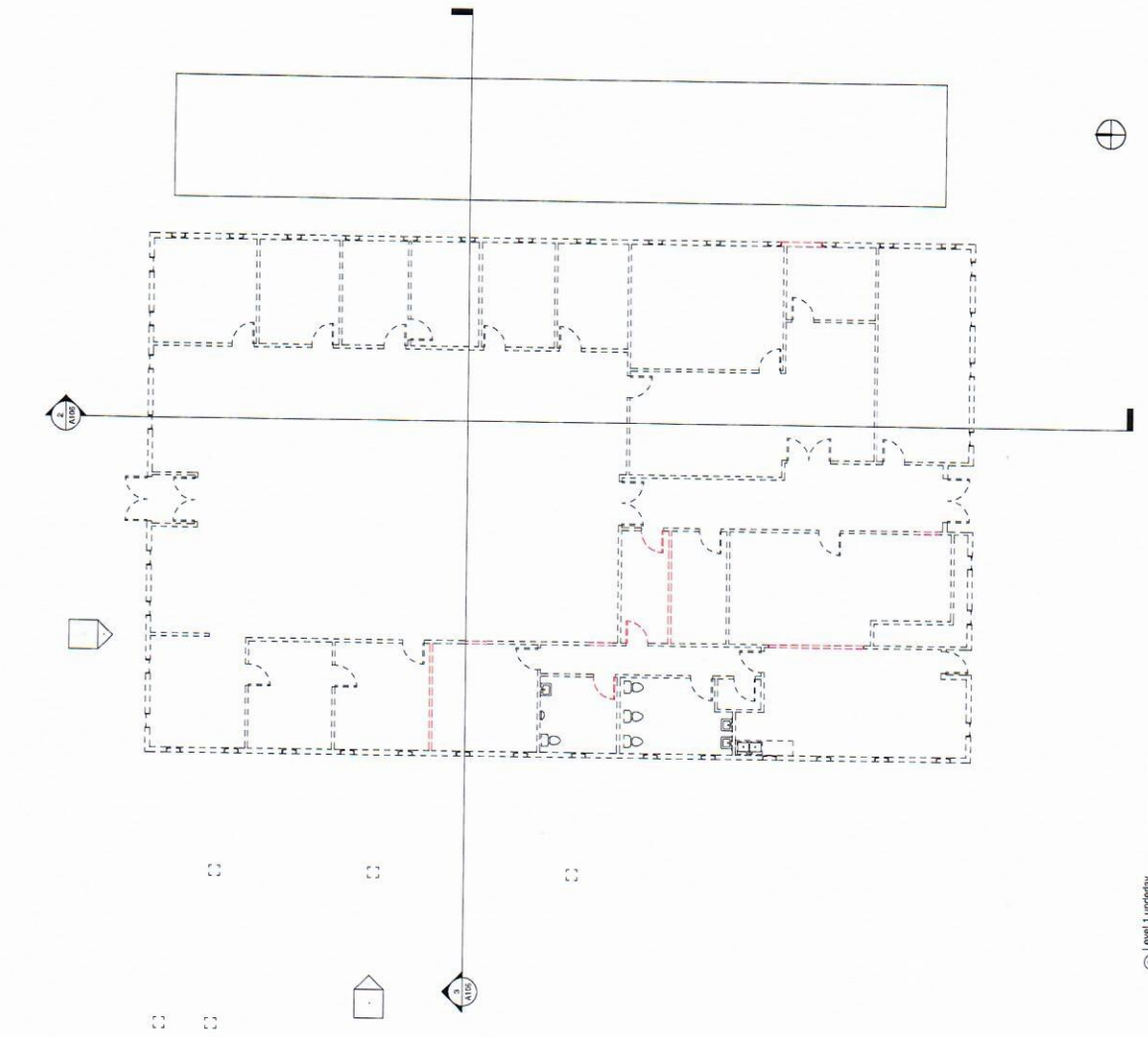
**Existing
Conditions**

Project Number	7-18-18
Date	Author
Drawn by	Checker
Checked by	

A101

Scale	1/8" = 1'-0"
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Owner: Nevada State Union
401 E. 3rd Street, Suite 100
Carson City, NV 89701
Applicant: Nevada State Union
801 Colorado St.
Carson City, NV 89701
775-885-7907
Prepared By: JP Caputo, Architect
Location: 401 E. 3rd Street, Suite 100
Carson City, NV 89701
A.P.N. 034-090-248, 28
Zoning: GO
Map: 1/8" = 1'-0"



WEST



SOUTH



EAST