

DRAFT MINUTES
Regular Meeting
Carson City Planning Commission
Wednesday, August 29, 2018 • 5:00 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Commission Members

Chair – Mark Sattler	Vice Chair – Elyse Monroy
Commissioner – Charles Borders, Jr.	Commissioner – Paul Esswein
Commissioner – Teri Preston	Commissioner – Hope Tingle

Staff

Lee Plemel, Community Development Director
Hope Sullivan, Planning Manager
Ben Johnson, Deputy District Attorney
Steven Pottéy, Senior Project Manager
Tamar Warren, Deputy Clerk

NOTE: A recording of these proceedings, the board's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder's Office, and are available for review during regular business hours.

An audio recording of this meeting is available on www.Carson.org/minutes.

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

(5:01:19) – Chairperson Sattler called the meeting to order. Roll was called. A quorum was present. Commissioner Esswein was absent. Commissioner Tingle led the Pledge of Allegiance.

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

B. PUBLIC COMMENTS

(5:02:45) – Chairperson Sattler entertained public comments; however, none were forthcoming.

C. POSSIBLE ACTION ON APPROVAL OF MINUTES – JULY 25, 2018.

(5:02:16) – Chairperson Sattler introduced the item.

(5:12:27) – MOTION: I move to approve [the minutes of the July 25, 2018 meeting as presented].

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

D. MODIFICATION OF AGENDA

(5:03:08) – There were no modifications to the agenda.

E. PUBLIC HEARING MATTERS

E.1 SUP-18-111 – FOR POSSIBLE ACTION: TO CONSIDER A SPECIAL USE PERMIT FOR A GAMING (UNLIMITED) USE AND A SIGN THAT EXCEEDS THE HEIGHT LIMIT IN THE RETAIL COMMERCIAL (RC) ZONING DISTRICT ON PROPERTY LOCATED AT 2811 SOUTH CARSON STREET, APN 009-112-25.

(5:03:16) – Chairperson Sattler introduced the item. Ms. Sullivan presented the Staff Report and accompanying PowerPoint presentation. She also noted that “Staff had reviewed [each of the seven required] findings of fact in the Staff Report and was able to make those findings in the affirmative for both the gaming and the sign height”, and recommended approval “subject to conditions”. Ms. Sullivan noted that applicant representative Susan Pansky of Rubicon Design Group was in the audience and would respond to the commissioners’ questions. Commissioner Borders inquired about the street modifications and Ms. Sullivan clarified that Carson City Public Works wished “to keep the frontage road intact”. Chairperson Sattler believed that the taller sign may have been requested because of the frontage road. Ms. Sullivan clarified for Commissioner Borders that the sprinkler requirements in the building were part of a code requirement. Chairperson Sattler invited the applicant to the podium.

(5:08:34) – Ms. Pansky introduced herself as the applicant representative and noted that they were in agreement with the conditions of approval. She also thanked Staff for working with her and Ms. Sullivan for her presentation which had covered “everything”. Chairperson Sattler entertained public comments.

PUBLIC COMMENT

(5:09:23) – Dave Messer introduced himself and expressed concern that the lit sign would shine on neighboring backyards. He believed there would be traffic on Sonoma Street “at all hours of the night” and people will be walking home from the casino after drinking. Mr. Messer also noted that there had been flooding in the area.

(5:12:19) – Margaret Orsi introduced herself as an area resident and noted neighborhood security as an issue with those who lose their money at the casino and recommended a “10-foot block wall” to also help with the noise issue. Additionally, she agreed with Mr. Messer’s concerns.

(5:15:04) – Pearl Messer introduced herself as being “in the high eighties” and noted her agreement with the above two comments. Additionally, she wished to better understand the term “limited use” and feared increased traffic.

(5:17:59) – Vice Chair Monroy inquired about specifying the brightness of the sign and Ms. Sullivan read an excerpt from the Development Standards which indicated “the brightness of the sign at full white screen must be limited 0.3 foot-candles over ambient light, measured at a distance of 10 times the square root of the area of the sign” which the sign company must meet. She also stated that after speaking with the applicants, they had agreed to another condition: “the lighting will go in the northernly and southernly direction, and will not spill over into the residential area”. Discussion ensued regarding the code and Chair Sattler noted that the lit portion of the proposed sign will be lower than the current one. Commissioner Tingle inquired about the traffic study and Steven Pottéy, Carson City Development Engineering, explained that the applicant’s study was performed by the Institute of Transportation Engineers and it was determined that the size of the facility was “below our trigger for requiring a traffic impact study”. Ms. Orsi, in the form of public comment, noted that the traffic will increase in the area and that those patrons who have been drinking “at all hours of the night” will be inclined to take the residential roads instead of driving on Carson Street. There were no additional comments; therefore Chairperson Sattler entertained a motion.

(5:27:28) – MOTION: I move to approve SUP-18-111, a request for a Special Use Permit for a Gaming (unlimited) use and a sign that exceeds the height limit on property zoned Retail Commercial (RC), located at 2811 South Carson Street, APN 009-112-25, based on the findings and subject to the conditions of approval contained in the Staff Report, and adding to the conditions of approval that the light from the sign will face north and south only.

RESULT:	APPROVED (4-1-0)
MOVER:	Monroy
SECONDER:	Preston
AYES:	Sattler, Borders, Monroy, Preston
NAYS:	Tingle
ABSTENTIONS:	None
ABSENT:	Esswein

E.2 SUP-18-108 – 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.

(5:28:44) – Chairperson Sattler introduced the item. Ms. Sullivan presented the Staff Report and accompanying photographs of the subject property. She also stated that “Staff has reviewed [the seven findings of fact] in the Staff Report and had been able to make them in the affirmative, subject to conditions of approval”. Ms. Sullivan then introduced Mark Cyr of the Salvation Army and John Copoulos, architect, who were in the audience. Vice Chair Monroy believed that the application might be misleading since the location would be used for 12 hours per week for church services and 55 hours per week for youth and community programming. Ms. Sullivan clarified that the notice sent to the neighbors called out child, adult, and youth care services, social services and holiday programs. She also believed that the findings of fact will be clearer once the Commission hears from the applicant. Commissioner Tingle received confirmation that the applicant represented a non-profit organization. She also cited the example of another church that housed a preschool and conducted many outreach programs during the week, calling it “a good use of that location”.

(5:39:12) – Architect John Copoulos introduced himself and Captain Mark Cyr of the Salvation Army in Carson City. He also objected to the previous comments made about the additional functions beyond church services, explaining that the church function was the only one that required a Special Use Permit. Both Mr. Copoulos and Captain Cyr noted their agreement to the conditions of approval outlined in the Staff Report. Commissioner Borders received confirmation that the drive-through tellers will remain, based on an agreement with the credit union that owns the building now. Commissioner Monroy was informed that the youth camps run for approximately twelve weeks out of a year and Chairperson Sattler learned that the only donations made to the facility were food products. Chairperson Sattler entertained public comments.

PUBLIC COMMENT

(5:45:00) – Rob Joiner introduced himself as a board member of Greater Nevada Credit Union, gave background on the building, and spoke in favor of the project, and called it “a great use for our building”. He also believed that the conversion of the chain link fence to a solid one was “a great upgrade”.

(5:47:29) – Priscilla Foray introduced herself as a resident of Harbin Street and was pleased with the solid fence; however, she preferred a block wall instead of slats to avoid the vehicle lights that park against the fence.

(5:49:09) – Valerie Dockery introduced herself as the Director of Special Grants and Project for the Carson City School District and an advisory board member for the Salvation Army. Ms. Dockery praised the programs and believed that “this is the greatest option so parents can continue working”. She also hoped that funds are raised in the future for the Salvation Army to purchase the building, adding that the Carson City organization did not benefit from the Salvation Army store in Reno. Ms. Sullivan clarified that she had indicated a solid fence as a condition of approval but not a solid wall. She also was in favor of adding a condition prohibiting a drop box for donations. Vice Chair Monroy wished to be ensured that the Special Use Permit (SUP) was needed for church services performed on the property and that all the other services would not require an SUP. Mr. Plemel clarified that the church portion and the childcare services required an SUP and that the property was zoned as General Office which would accommodate the other uses.

(5:56:02) – Commissioner Preston inquired about outside play areas and Captain Cyr stated that they will have a coned area to take the children out. A playground will be considered, according to Captain Cyr, if they purchase the building.

(5:57:41) – MOTION: I move to approve SUP-18-108 a Special Use Permit request to allow a Church use in the General Office (GO) 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, and that no donation box shall be located onsite, although food donations will be accepted at the site.

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

AGENDA ITEMS E.3 AND E.4

(6:00:17) – Chairperson Sattler introduced both items E.3 and E.4.

(6:00:48) – Deputy District Attorney Ben Johnson disclosed for the record that “It has come to my attention as counsel for the Commission that an individual related to this action item may have contacted a majority of the Commission or all members of the Commission regarding this project. This is not a conflict of interest that needs to be disclosed. This is not a statutory violation. There has been no walking quorum, serial communication, or deliberation by the [Commission] on this item. I’m not required to make this disclosure; however, out of benefit to the public and in the interest of transparency I wanted to make that statement for the record.”

(6:01:25) – Ms. Sullivan explained that she would present both agenda items (E.3 and E.4) concurrently; however, a separate action will be taken for each item. She then proceeded with a PowerPoint presentation with accompanying photographs, incorporated into the record. She also reminded the Commission that they would make a recommendation to the Board of Supervisors for approval. She also responded to questions of clarification by the Commission. Commissioner Tingle believed that the location would “not be conducive to an RV park” and changes would be required for the intersection. Discussion ensued regarding a former application and Ms. Sullivan clarified that it had been withdrawn after the Commission’s action and prior to it being appealed to the Board of Supervisors.

(6:30:39) – Applicant representative Angela Fuss, Lumos & Associates, introduced herself and noted that she would forgo her PowerPoint presentation and answer questions instead. She also provided background on the property which, she noted, was formerly an RV park, which she believed would now be subject to “very specific code requirements”. Ms. Fuss explained that the Special Use Permit was required to allow patrons to stay longer than 30 days and added that there were no issues from the Carson City Airport. Chairperson Sattler entertained public comments.

PUBLIC COMMENT

(6:13:37) – Don Langson introduced himself as the owner of a parcel on Hot Springs Road and explained that he was in favor of the project.

(6:14:27) – Richard Langston explained that they had managed the property in the past and was in favor of the zoning change and believed that the Hot Springs Resort was also in favor of the zoning change calling it “the highest and best use of the property”.

(6:17:24) – Mr. Joiner disclosed that as a licensed real estate agent in Nevada, he represented both the seller and the buyer of the subject property and noted that he had tried to or had reached out to Commissioners Tingle, Esswein, and Stowell and to Chairperson Sattler. He also gave background on the property and explained that the adjoining property had been designated a “clear zone” by the FAA and would not be developed. Chairperson Sattler referenced a letter, incorporated into the record, from the Carson City Airport Manager who did not object to the zoning amendment. He also entertained a motion.

E.3 MPA-18-109 – FOR POSSIBLE ACTION: TO ADOPT A RESOLUTION MAKING A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING A MASTER PLAN

AMENDMENT TO CHANGE THE MASTER PLAN LAND USE DESIGNATION FROM INDUSTRIAL (I) TO COMMUNITY/REGIONAL COMMERCIAL (C/RC) ON PROPERTY LOCATED AT 1588 OLD HOT SPRINGS ROAD, APN 008-123-23.

(6:21:33) – MOTION: I move to adopt Resolution Number 2018-PC-R-4 recommending to the Board of Supervisors approval of MPA-18-109, a Master Plan Amendment to change the land use designation from Industrial (I) to Community/Regional Commercial (C/RC) on property located at 1588 Old Hot Springs Road, APN 008-123-23, based on the findings contained in the Staff Report.

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

E.4 ZMA-18-110 – FOR POSSIBLE ACTION: TO MAKE A RECOMMENDATION TO THE BOARD OF SUPERVISORS REGARDING A ZONING MAP AMENDMENT TO CHANGE THE ZONING FROM GENERAL INDUSTRIAL (GI) TO TOURIST COMMERCIAL ON PROPERTY LOCATED AT 1588 OLD HOT SPRINGS ROAD, APN 008-123-23.

(6:22:26) – MOTION: I move to recommend to the Board of Supervisors approval of ZMA-18-110, a Zoning Map Amendment to change the zoning from General Industrial (GI) to Tourist Commercial on property located at 1588 Old Hot Springs Road, APN 008-123-23, based on the findings contained in the Staff Report.

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

(6:23:35) – Chairperson Sattler recessed the meeting.

(6:30:41) – Chairperson Sattler reconvened the meeting. A quorum was still present.

E.5 MPA-17-185 – FOR POSSIBLE ACTION: TO CONSIDER A MODIFICATION RECOMMENDED BY THE BOARD OF SUPERVISORS RELATIVE TO A MASTER PLAN AMENDMENT TO CREATE THE BLACKSTONE RANCH SPECIFIC PLAN AREA FOR 26.89 ACRES OF THE EXISTING LOMPA RANCH SPECIFIC PLAN AREA, LOCATED AT THE EAST

END OF RAILROAD STREET BETWEEN SALIMAN ROAD AND US HIGHWAY 580, APN 010-051-44.

(6:20:52) – Chairperson Sattler introduced the item. Ms. Sullivan presented the agenda materials and noted the addition of two late material documents: the approved minutes from the Carson City Board of Supervisors meeting regarding the item and a memorandum update from her, both of which are incorporated into the record. She also clarified that any Board of Supervisors' modifications to this Commission's recommendations must be ratified by the Commission, and responded to clarifying questions by the commissioners. Ms. Sullivan introduced Michelle Rambo of Rubicon Design Group who was in the audience.

(6:41:30) – Chairperson Sattler inquired about the road maintenance and Ms. Sullivan noted that Staff had not recommended accepting the road until it was built to urban standards. Discussion ensued regarding urban and rural standards of roads and Mr. Pottéy clarified that the rural road would be treated as a private road that homeowners' associations would be responsible for it. Commissioner Tingle inquired “before anything is done, there will be two access ingress/egress into that area, so not all of the construction traffic is going to be down Railroad Drive”. Ms. Sullivan clarified that “the construction vehicles and so on that are associated with that road construction infrastructure construction, until that second public access exists, the construction traffic that does the infrastructure does not have other means to get to that site”. She also confirmed that “once that final map is recorded [prior to building homes], that road will be in place.” Commissioner Preston inquired whether the second road could be a construction entrance and Ms. Sullivan was not certain whether they would use it or not, because it would not be visible on a GPS. Commissioner Tingle called the construction traffic “on Saliman Road and Railroad Drive problematic”. Ms. Sullivan suggested having this dialogue during the tentative mapping discussion. Commissioner Preston was in favor of having a separate construction entrance. Commissioner Borders suggested discussing the bond issue as well.

(6:57:26) – Ms. Rambo noted that they are “in agreement with the 75 percent for the trigger” and that the secondary access would be built before building the first unit, adding that they would also consider addressing construction versus non-construction traffic. She also clarified that after meeting with neighbors, many of the concerns “will be worked out through the tentative map process”. Chairperson Sattler entertained public comments.

PUBLIC COMMENT

(6:59:07) – Rick Riendeau introduced himself as a Railroad Drive resident and expressed concern over the traffic on his street and believed the secondary access information is “pretty vague”. He presented several scenarios on several roads, especially those near elementary schools. Ms. Sullivan clarified that the Board of Supervisors had not specifically identified the road connections; however, they would appear on the tentative and conceptual maps. Discussion ensued regarding tentative maps. Mr. Riendeau wished to insist on “a traffic study”, noting that 1,066 vehicles will travel “my street”.

(7:08:45) – Lee Harder introduced himself as a resident in the Lompa Estates area and was pleased to learn that the Board of Supervisors had required fully functioning secondary access; however, he was concerned about the timeframe of when the secondary access must be upgraded to urban standards. He was also worried that the developer would walk away prior to reaching the 75 percent trigger, adding that the road would be abandoned at that time. Mr. Harder was in favor of the 50 percent buildout instead and wished to know where the road will be.

(7:15:01) – Kelly Clark introduced herself as a resident of Lompa Park Estates and noted that the “segmented approach” was complicating the commissioners’ jobs. She believes that the current traffic study was insufficient. Ms. Sullivan confirmed for Chairperson Sattler that any recommendation by the Commission must be approved by the Board of Supervisors. She also clarified that a traffic impact analysis will take place and heard by this Commission. Commissioner Borders believed that this discussion will give the developer “lots of ammunition” to come up with a plan. Discussion ensued regarding the 50 or 75 percent trigger and Chairperson Sattler noted he was comfortable with the 75 percent. There were no additional comments. Chairperson Sattler entertained a motion.

(7:22:34) – MOTION: I move regarding MPA-17-185 to consider a modification recommended by the Board of Supervisors relative to the Master Plan Amendment to create the Blackstone Ranch Specific Plan Area for 26.89 acres of the existing Lompa Ranch Specific Plan Area, located at the east end of Railroad Street between Saliman Road and US Highway 580, APN 010-051-44 as detailed in the August 28, [2018] memo.

RESULT:	APPROVED (4-1-0)
MOVED:	Borders
SECONDER:	Sattler
AYES:	Sattler, Borders, Monroy, Preston
NAYS:	Tingle
ABSTENTIONS:	None
ABSENT:	Esswein

F. STAFF REPORTS (NON-ACTION ITEMS)

F.1 DIRECTOR'S REPORT TO THE COMMISSION.

(7:24:06) – Mr. Plemel reported that the modifications to the Planning Commission Bylaws, changing the date of electing the chair and vice chair, had been approved by the Board of Supervisors. He also announced the resignation of Commissioner Candace Stowell who was moving out of town due to a job change. Mr. Plemel noted that the replacement candidate interviews will take place during the September 6, 2018 Board of Supervisors meeting.

FUTURE AGENDA ITEMS

(7:25:00) – Mr. Plemel explained that a tentative subdivision map for phase two of the north portion of Lompa Ranch will be discussed at the next meeting. Additionally, he stated that a Zoning Map Amendment and a tentative subdivision map for hangars at the Carson City Airport would also be agendaized.

COMMISSIONER REPORTS/COMMENTS

(7:26:28) – Chairperson Sattler noted receipt of an email from Commissioner Stowell stating she had enjoyed her time serving on this Commission. Commissioner Borders suggested receiving the packets with the pages stapled

G. PUBLIC COMMENT

(7:2726) – There were no public comments.

H. FOR POSSIBLE ACTION: FOR ADJOURNMENT

(7:27:40) – Chairperson Sattler adjourned the meeting at 7:27 p.m.

The Minutes of the August 29, 2018 Carson City Planning Commission meeting are so approved this 26th day of September, 2018.

MARK SATTLER, Chair