

STAFF REPORT FOR PLANNING COMMISSION MEETING OF OCTOBER 24, 2018

FILE: SUP-18-135

AGENDA ITEM: E.6

STAFF AUTHOR: Heather Ferris, Associate Planner

AGENDA TITLE: For Possible Action: To consider a request for a Special Use Permit for a Tattoo Parlor on property zoned Retail Commercial (RC), located at 113 Rice Street, APN 002-152-02. (Heather Ferris, hferris@carson.org).

STAFF SUMMARY: *The applicants propose to operate a Tattoo Parlor in an existing building on Rice Street. The zoning code was recently amended to allow for Tattoo Parlors in the Retail Commercial zoning district as a conditional use. As it is a conditional use, it may only establish upon approval of a Special Use Permit by the Planning Commission.*

RECOMMENDED MOTION: **I move to approve SUP-18-135 a Special Use Permit to allow a tattoo parlor at a property zoned Retail Commercial, located at 113 Rice Street, APN 002-152-02, based on the findings contained in the staff report and subject to the conditions of approval."**

VICINITY MAP:



RECOMMENDED CONDITIONS OF APPROVAL:

1. All development shall be substantially in accordance with the attached site development plan.
2. All on and off-site improvements shall conform to City standards and requirements.
3. The use for which this permit is approved shall commence within twelve (12) months of the date of final approval. A single, one (1) year extension of time must be requested in writing to the Planning and Community Development Department thirty (30) days prior to

the one (1) year expiration date. Should this permit not be initiated within one (1) year and no extension granted, the permit shall become null and void.

4. Prior to commencement of use, the applicant must obtain a Business License and a Health Permit.
5. Building permits to meet applicable health code and/or change in occupancy may be required.

LEGAL REQUIREMENTS: CCMC 18.02.050 (Review); 18.02.080 (Special Use Permit); 18.04.130 (Retail Commercial)

MASTER PLAN DESIGNATION: Community / Regional Commercial (C/RC)

ZONING DESIGNATION: Retail Commercial (RC)

KEY ISSUES: Will the use be compatible with the surrounding neighborhood and be in keeping with the standards of the Carson City Municipal Code?

SURROUNDING ZONING AND LAND USE INFORMATION:

NORTH: Retail Commercial/bar, retail shops & single family residence

EAST: Retail Commercial/chiropractic office

WEST: Retail Commercial & General Commercial/retail shops & used car sales

SOUTH: Downtown Mixed-Use & Retail Commercial/payday loan center & retail shops

ENVIRONMENTAL INFORMATION:

FLOOD ZONE: Zone X (Area of Minimal Flooding)

EARTHQUAKE FAULT: Zone II (Moderate)

SLOPE/DRAINAGE: Site is relatively flat

SITE DEVELOPMENT INFORMATION:

LOT SIZE: 0.21 acres

BUILDING SIZE: Total: 900 square feet of a multi-tenant property.

SITE HISTORY:

U-81-61: (January 7, 1982) Denial of Special Use Permit for a Bar/Restaurant on a property in the Retail Commercial zoning district.

U-91/92-8: (September 24, 1991) Approval of a Special Use Permit for a residence on a property in a Retail Commercial zoning district.

M-91/92-14: (May 7, 1992) Denial of appeal of an administrative decision regarding parking requirements on property zoned Retail Commercial. The denial of the appeal clarified that existing parking for existing uses can remain, however, if a use or building is expanded requiring more parking, that use must have adequate parking under current Carson City Municipal Code requirements.

DISCUSSION:

Earlier this year, the Board of Supervisor adopted an ordinance to allow for tattoo parlors as a conditional use in the Retail Commercial zoning district. The applicant is seeking a Special Use Permit to operate a tattoo parlor in an existing 900 square foot space at the subject property, zoned Retail Commercial. The property is a multi-tenant property, with the other uses being a

music store, therapist office, retail space, and residence with a single car garage.

The applicant is proposing to meet parking requirements by utilizing a combination of on-street and off-street parking. This is consistent with Development Standard 2.3.13. A summary of staff's review of the parking standard is outlined below:

2.3.13 General Parking Requirements-

When an existing building or buildings within a residential office, 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 following are met:

The subject property is located in Redevelopment Area #1.

- 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;

Considering all of the current uses on-site as well as the proposed tattoo parlor, the required number of parking spaces is 16.

USE	SQUARE FOOTAGE	PARKING RATIO	REQUIRED SPACES*
Music Store	2,368	1/300 s.f.	8
Therapist Office	246	1/200 s.f.	1
Rice St. Retail	600	1/300 s.f.	2
Residence	975	2/1d.u.	2
Proposed Tattoo Parlor	900	1/300 s.f.	3
Total Spaces Required			16

*When the required number of off-street spaces results in fractional space, fractions up to $\frac{1}{2}$ shall be disregarded, and fractions $\frac{1}{2}$ and over shall require an additional space.

A total of 8 diagonal spaces and one garage space are provided on-site. Additionally, the applicant has indicated there are two tandem spaces on the east side of the property, which cannot be counted towards the total on-site parking (Development Standard 2.3.6). Therefore, 9 parking spaces are provided on-site which exceeds this requirement.

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

There is ample parking along E. John Street as well as several parallel spaces along Rice Street. Given the fact that there is a minimum of 50% of the required parking for the entire site provided on-site, staff believes the on-street parking for the proposed tattoo parlor will constitute 50% or less of the available 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;

The two streets abutting the site are not designated arterials.

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

No new construction is proposed.

PUBLIC COMMENTS: Public notices were mailed to 33 property owners within 325 feet of the subject parcel in accordance with the provisions of NRS and CCMC 18.02.045 on September 28, 2018. As of the writing of this report, staff has received two emails opposing the Special Use Permit, citing concerns with compatibility with the Foreman-Roberts House Museum and surrounding neighborhood as well as parking (see attached). Any additional comments that are received after this report is completed will be submitted prior to or at the Planning Commission meeting, depending on their submittal date to the Planning Division.

OTHER CITY DEPARTMENT OR OUTSIDE AGENCY COMMENTS

Engineering Division:

The Engineering Division has no preference or objection to the special use request. 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:

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. A traffic impact study is not required by Carson City Development Standards for this project.

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

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

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:

- Project must comply with the Carson City fire code and Northern Nevada fire code amendments as adopted.

Health Department

- No concerns with the project as submitted. If approved the business owner must submit building plans for review.

Building Division:

- Project appears to be a Mercantile occupancy with a proposed conversion to a business occupancy, a Nevada licensed design professional will need to address a change of occupancy analysis.

Environmental Control: No comments

SPECIAL USE PERMIT FINDINGS:

Staff's recommendation is based upon the findings as required by CCMC Section 18.02.080 (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.*

The subject property is designated as Community / Regional Commercial in the Master Plan. This land use designation is characterized by a mix of retail and commercial services in a concentrated and unified center that serves the local community. The subject property has been developed as a unified multi-tenant property that serves the local community. The property is also located within Redevelopment Area #1. Utilizing this vacant commercial space will help to meet the policies of the Master Plan related to redevelopment/re-use of vacant or under-utilized buildings. The occupancy of the existing tenant spaces with the proposed use is consistent with the Master Plan.

2. *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.*

The subject property is in a commercial, multi-tenant building. Most of the surrounding uses are also commercial in nature. There is a residence on-site and single family residences located across Rice Street, north-east of the subject property. Parking for the use is located on the west side of the property with additional on-site parking on Rice Street and E. John Street. The tattooing will occur entirely indoors with similar business hours to other retail type uses (11am-7 pm, 5-7 days per week). The use is compatible with other uses in the immediate area, and will not create adverse impacts such as noise, vibrations, fumes, odors, dust, glare or physical activity.

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

Staff finds that the proposed use will not have a detrimental effect on vehicular or pedestrian traffic. It is anticipated there would be a maximum of 3 employees on-site. The Engineering staff has opined that the associated traffic impact is anticipated to be negligible and has determined a traffic impact study would not be required.

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 existing sewer, water and storm drain infrastructure are sufficient to serve this site. Staff does not find that the proposed use will overburden any public facilities.

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.*

The proposed tattoo parlor meets the standards set forth in the Carson City Municipal Codes. Moreover, staff has recommended a condition of approval requiring the applicant to obtain a Business License and building permit as may be required.

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

Staff finds that the proposed project will not be detrimental to public health, safety, convenience and welfare. As noted in finding 2 above, the tattooing will occur entirely indoors with similar business hours to other retail type uses (11 am-7 pm, 5-7 days per week). The proposed use is appropriate in this commercial area.

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

The proposed use will not result in material damage or prejudice to other property in the vicinity. The site is currently a multi-tenant commercial space. Activity on the property occurs indoors. The surrounding properties are also commercial, with some residential uses located north and east on the other side of Rice Street. The tattooing will be conducted similarly to other retail uses in the area. All tattooing will occur indoors with hours of operation between 11 am and 7 pm daily.

Attachments:

City Comments
Site photos- parking
Application SUP-18-135
Public Comments

**Engineering Division
Planning Commission Report
File Number SUP-18-135**

TO: Hope Sullivan - Planning Department
FROM: Stephen Pottéy – Development Engineering Department
DATE: October 17, 2018

SUBJECT TITLE:

SUP-18-135 113 Rice St Lezlee Robinson Tattoo Parlor

RECOMMENDATION:

The Engineering Division has no preference or objection to the special use request..

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:

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. A traffic impact study is not required by Carson City Development Standards for this project.

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

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

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.

Engineering Division
Planning Commission Report

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

09/21/2018

Comments for SUP 18-135:

1. Project must comply with the Carson City fire code and northern Nevada fire code amendments as adopted.

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

Health Dept Comments

09/28/2018

SUP-18-135 113 Rice Street (Lezlee Robinson)

(I think this address is 113 Corbett)

Health and Human Services

No concerns with the project as submitted.

If approved the business owner must submit building plans for review.

Building Department Comments

10/09/2018- Revised 10/10/2018

SUP-18-135 113 Rice Street (Lezlee Robinson)

- 1) Project appears to be a Mercantile occupancy with a proposed conversion to a business occupancy, a Nevada licensed design professional will need to address a change of occupancy analysis.

MEMORANDUM

TO : Planning Department

FROM : Mark Irwin

Re : SUP - 18-135

DATE : September 13, 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 18-135 @ 113 Rice Street (LezLee Robinson).

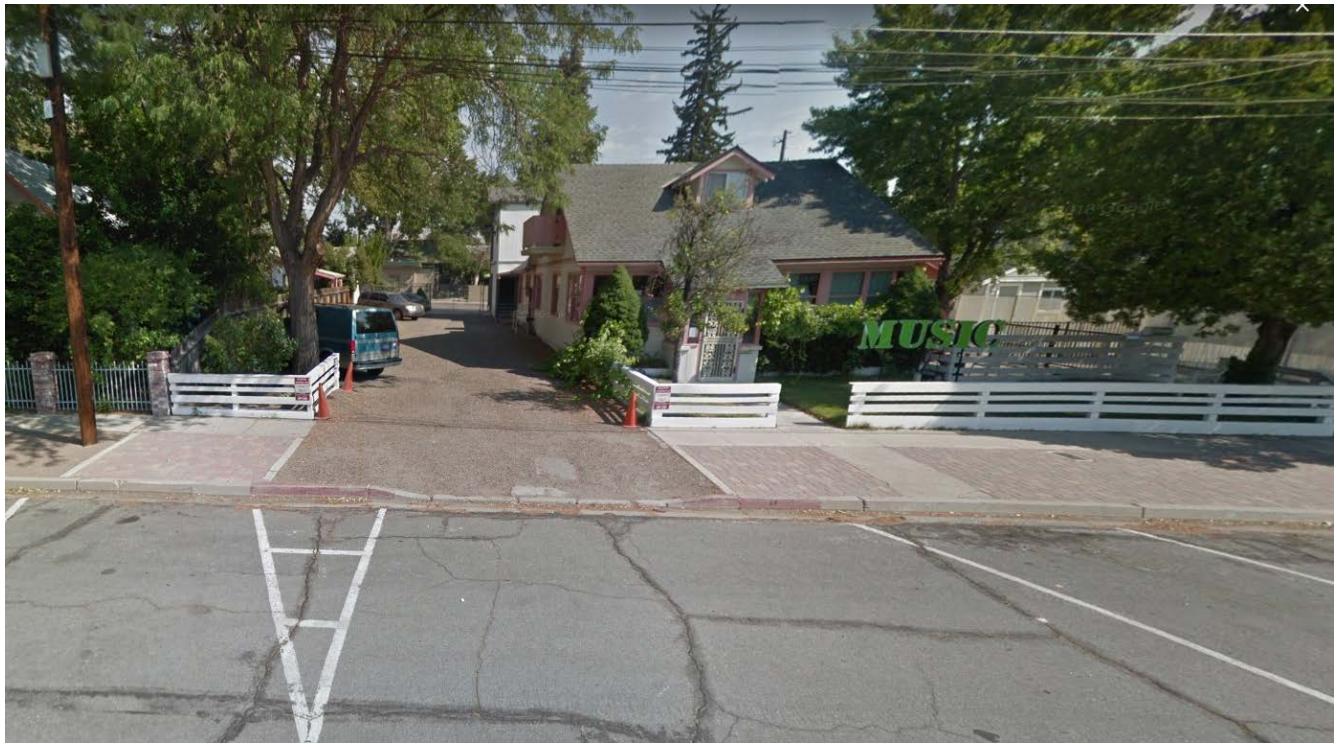
1. ECA has no comments.



Above: View of project site from Rice Street looking east. On-street parking proposed along property frontage.



Above: View of subject property from E. John Street looking west.



Above: View of property looking north from E. John Street. On-site parking located on the west side of the music store.



Above: View of existing onsite parking looking northwest from E. John Street.

RECEIVED

SEP 24 2018

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

FOR OFFICE USE ONLY:

CCMC 18.02.080

CARSON CITY
PLANNING DIVISION**FILE # SUP - 18 - → SUP - 18 - 135**

APPLICANT	PHONE #
Lezlee Robinson Tony Jackson (775) 240-6768	
MAILING ADDRESS, CITY, STATE, ZIP	900 W. Winnie Ln. Carson City, NV 89703
EMAIL ADDRESS	lezleelou1@gmail.com / guero.dcr@gmail.com
PROPERTY OWNER	PHONE #
Keri Sheerin, Christopher Sheerin & John Sheerin	
MAILING ADDRESS, CITY, STATE, ZIP	1365 Delores Way Gardnerville, NV 89460
EMAIL ADDRESS	Keri.Sheerin@gmail.com
APPLICANT/AGENT/REPRESENTATIVE	PHONE #
Keri Sheerin	(775) 230-1545
MAILING ADDRESS, CITY STATE, ZIP	1365 Delores Way Gardnerville, NV 89460
EMAIL ADDRESS	Keri.sheerin@gmail.com

SPECIAL USE PERMIT

FEE*: \$2,450.00 MAJOR

\$2,200.00 MINOR (Residential
zoning districts)

+ noticing fee

*Due after application is deemed complete by
staffSUBMITTAL 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.

Project's Assessor Parcel Number(s):	Street Address
00215202	113 Rice Street Carson City 89706

Project's Master Plan Designation	Project's Current Zoning	Nearest Major Cross Street(s)
Community/Regional commercial	RC	N. Carson 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.

See attached

PROPERTY OWNER'S AFFIDAVIT

I, Keri Sheerin, 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.

Signature

1365 Delores Way
Address
Gardnerville, NV
89460

9-11-2018

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

STATE OF NEVADA
COUNTY Carson City

On Sept 11, 2018, Keri Anne Sheerin, 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.

Notary Public

My Comm. Exp.: 07-14-2020
Certificate No: 18-3897-2NOTE: 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.

SITE PLAN CHECKLIST AND PROJECT IMPACT REPORTS

SITE PLAN: The site plan shall be drawn on quality paper (minimum size of 8.5 inches by 11 inches) at an appropriate scale or dimension to depict the parcel. Any site plan larger than 8.5 inches by 11 inches must be folded. The site plan shall include the following information:

1. Show a north point arrow and site plan scale. A bar scale is preferred because when the drawings are reduced, it will still show an accurate scale. A bar scale could appear like this for a project that has a scale of one inch equals 20 feet on the original site plan:


0 10 20 40 Feet
2. Vicinity map must be shown on the site plan. This is a map, not to scale, that you would provide a visitor unfamiliar with the area as directions to get to your property. It will show adjacent streets.
3. Title block in lower right-hand corner including:
 - (a) Applicant's name, mailing address, and daytime phone number (including area code).
 - (b) The name, mailing address, and daytime phone number of the person preparing the site plan, if different from applicant.
 - (c) The name, mailing address, and daytime phone number of the record owner of the subject property, if different from applicant.
 - (d) Assessor Parcel Number(s) (APN) and address (location, if no address) of the subject property.
 - (e) Project title and permit request. (Example: Variance, Special Use Permit).
4. Property lines of the subject property with dimensions indicated.
5. All existing and proposed structures shall be shown, including:
 - (a) Distances from property lines indicated by dimensions.
 - (b) Distances between buildings shall be indicated on the site plan.
 - (c) Clearly label existing and proposed structures and uses, and show dimensions.
 - (d) Square footage of all existing and proposed structures.
 - (e) If a commercial or multi-family project, show all elevations and submit roof plans showing all proposed roof equipment and means of screening from view along with plans for trash receptacle screening and loading/unloading area location and design.
 - (f) Elevations of any proposed structures/additions.
 - (g) All easements.
6. Show curb, gutter, sidewalks, ADA facilities, PFD, circulation.
7. Project access:
 - (a) Show the location of proposed street access and all existing accesses of neighboring properties including across the street.
 - (b) Show adjoining street names.
 - (c) Show all curb cuts with dimension.
8. Show the Assessor Parcel Number(s) of adjoining parcels.
9. Show all existing and proposed parking, landscape islands and traffic aisles, with dimensions. If you are requesting approval for off-site parking within 300 feet, provide site plans showing (1) parking on your site, (2) parking on the off-site parking lot, and (3) how much of the off-site parking area is required for any business other than your own.
10. Show location of existing and proposed utilities and drainage facilities, and indicate whether overhead or underground. Show the location of any septic lines/fields.
11. If specific landscape areas are required or provided, show with dimensions.
12. Show location of all proposed amenities, such as gazebos, retaining walls, retention areas, etc.

PROJECT IMPACT REPORTS: Provide documentation regarding project impacts related to traffic, drainage, water, and sewer, including supportive calculations and/or reports required per the Carson City Development Standards, Divisions 12, 14 and 15. Contact Development Engineering to determine if these are necessary for your project at (775) 887-2300.

SPECIAL USE PERMIT APPLICATION FINDINGS

State law requires that the Planning Commission consider and support the statements below with facts in the record. These are called "FINDINGS". Since staff's recommendation is based on the adequacy of your findings, you need to complete and attach the required findings with as much detail as possible to ensure that there is adequate information supporting your proposal.

THE FINDINGS BELOW ARE PROVIDED IN THE EXACT LANGUAGE FOUND IN THE CARSON CITY MUNICIPAL CODE (CCMC), FOLLOWED BY EXPLANATIONS TO GUIDE YOU IN YOUR RESPONSE. ON A SEPARATE SHEET TO BE INCLUDED WITH YOUR COMPLETE APPLICATION, LIST EACH FINDING AND PROVIDE A RESPONSE IN YOUR OWN WORDS. ANSWER THE QUESTIONS AS COMPLETELY AS POSSIBLE TO PROVIDE THE PLANNING COMMISSION WITH THE DETAILS NECESSARY TO CONSIDER YOUR PROJECT. IF A FINDING DOES NOT APPLY TO YOUR SITUATION, EXPLAIN WHY.

CCMC 18.02.080(5) FINDINGS. Findings from a preponderance of evidence must indicate that the proposed use:

1. Will be consistent with the objectives of the Master Plan elements.

Explanation: Explain how your project will further and be in keeping with, and not contrary to, the goals of the Master Plan elements. Turn to the Master Plan Policy Checklist included with this application. The Master Plan Policy Checklist for Special Use Permits and Major Project Reviews addresses five items that appear in the Carson City Master Plan. Each theme looks at how a proposed development can help achieve the goals of the Carson City Master Plan. Address each theme; a check indicates that the proposed development meets the applicable Master Plan Policy. Provide written support of the policy statement in your own words as a part of these findings. For additional guidance, please refer to the Carson City Master Plan document on our website at www.carson.org/planning or you may contact the Planning Division to review the document in our office or request a copy.

2. 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.

Explanation:

- A. Describe the general types of land uses and zoning designations adjoining your property (for example: North: grocery store, Retail Commercial zoning)
- 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.
- 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.
- 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.
- 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.
- F. Explain any short-range and long-range benefit to the people of Carson City that will occur if your project is approved.

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

Explanation: Consider the pedestrian and vehicular traffic that currently exists on the road serving your project. What impact will your development have to pedestrian and vehicular traffic when it is successfully operating? Will additional walkways and traffic lights be needed? Will you be causing traffic to substantially increase in the area? State how you have arrived at your conclusions.

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?

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

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? Contact the Development Engineering Division at (775) 887-2300 for assistance with this item, if applicable.

D. If your project will result in the covering of land area with paving or a compacted surface, how will drainage be accommodated? Contact the Development Engineering Division at (775) 887-2300 for assistance with this item, if applicable.

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? Contact the Development Engineering Division at (775) 887-2300 for assistance with this item, if applicable.

F. What kind of road improvements are proposed or needed to accommodate your project? Contact the Development Engineering Division at (775) 887-2300 for assistance with this item, if applicable.

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).

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.

Explanation: Explain how your project meets the purpose statement of the zoning district in which it is located and how it meets the specific standards that are set forth in that zoning district. In CCMC Section 18.04, Use Districts, find the zoning district where your property is located. Refer to the purpose statement at the beginning of the zoning district section and explain how your project meets the purpose statement of that district. In addition, find the specific Intensity and Dimensional Standards for your zoning district in either CCMC Section 18.04.190 (Residential) or CCMC Section 18.04.195 (Non-Residential) and explain how your project meets these specific standards. To access the Carson City Municipal Code, visit our website at www.carson.org/planning.

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

Explanation: Provide a statement explaining how your project will not be detrimental to the public health, safety, convenience and welfare. If applicable, provide information on any benefits that your project will provide to the general public.

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

Explanation: Provide a statement explaining how your project will not result in material damage or prejudice to other property in the vicinity.

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.



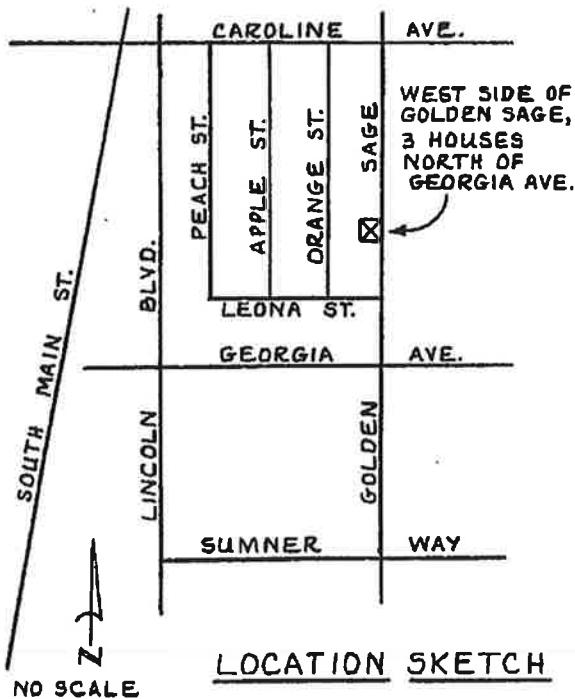
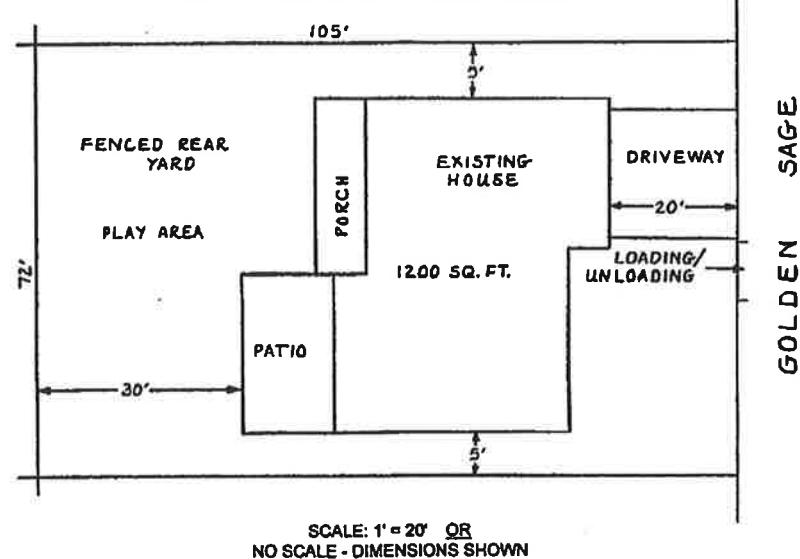
Applicant's Signature

Lezlee Robinson
Print Name

09/13/2018
Date

**EXAMPLE
SPECIAL USE PERMIT/VARIANCE**

SITE PLAN FOR CHILD CARE FACILITY



OWNER: John Doe
123 Anyplace
Carson City NV 89701
(775) 333-3333

APPLICANT: SAME

REQUEST: To allow a childcare facility

LOCATION: 123 Golden Sage Drive

ZONING: Single Family 6,000 (SF6)

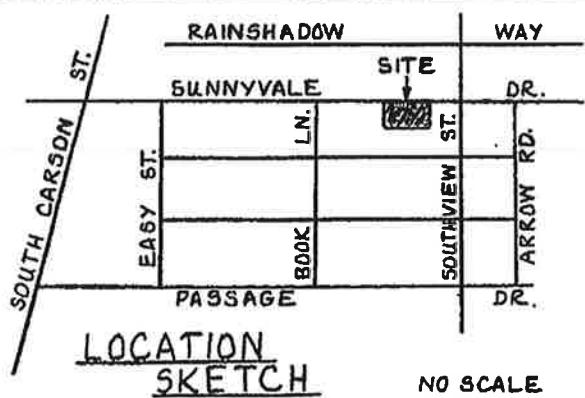
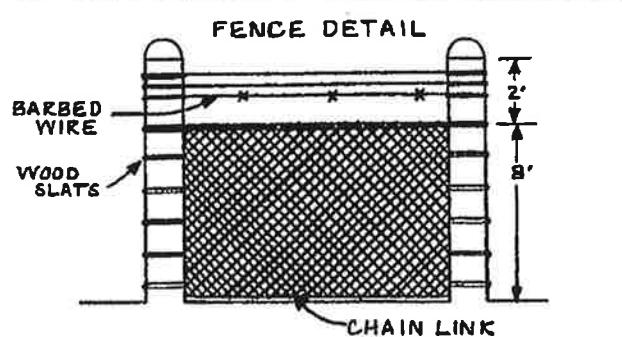
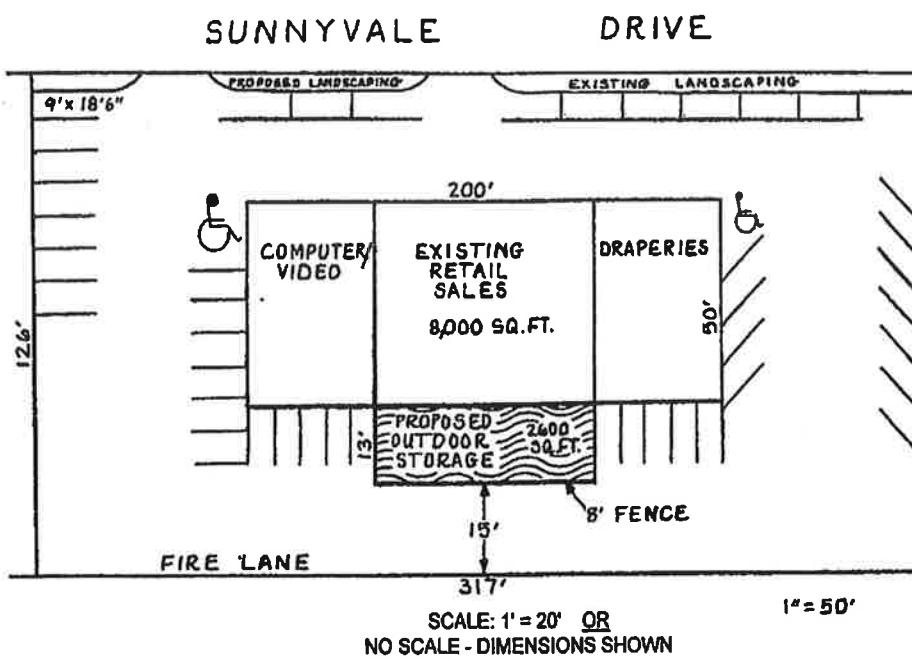
MASTER PLAN LAND USE DESIGNATION: Low Density Residential

APN: 005-215-25

Site Plan Prepared By John Doe

**EXAMPLE
SPECIAL USE PERMIT/VARIANCE**

SITE PLAN FOR COMMERCIAL OUTDOOR STORAGE



OWNER: John Doe
123 Anyplace
Carson City NV 89701
(775) 111-1111

APPLICANT: Jane Smith
345 Someplace
Carson City NV 89701
(775) 222-2222

REQUEST: To allow outdoor storage in Retail Commercial (RC) zone

LOCATION: 123 Anyplace

ZONING: Retail Commercial (RC)

MASTER PLAN LAND USE DESIGNATION: Commercial

APN: 005-215-25

Site Plan Prepared By Jane Smith

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: _____

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 to promote a sense of community by linking its many neighborhoods, employment areas, activity centers, parks, recreational



Special Use Permit, Major Project Review, & Administrative Permit Development Checklist

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)?

Proposed Project for Special Use Permit

We would like to be considered for a Special Use Permit in order to provide Carson City with a new, professional and vibrant tattoo parlor near the downtown area. We feel that we can bring life and opportunity to the area and create symmetry with the surrounding businesses; allowing the neighborhood to become a more appealing area for visitors of all social classes whether they are locals or visiting our city. We also hope that by running a successful, lasting parlor and updating the facade of the property; we can help make the area more attractive to other potential businesses and continue the development and diversification of this district.

We would also like to see modern, professional and safe tattooing brought closer to the city center so that people feel more comfortable visiting the shop. This way they will not have to travel to a dark industrial area and will be less likely to get amateur tattoos that come with high risks.

We would have regular business hours 11am-7pm, 5-7 days a week and have a no smoking, drug or alcohol policy.

And lastly, we enjoy doing charity work and are excited to have a location that we can use for events, fundraisers and becoming more involved with the community.

Special Use Findings:

1. Will be consistent with the objective of the Master Plan elements

Ch. 3 A Balanced Land Use Pattern:

We feel that the existing structure, including all surrounding buildings, streets, sidewalks and landscaping are not applicable to these ordinances as they are pre-existing, in operable condition and we have no intentions of any major alterations to them. We do, however, feel that the current mix of retail and residential properties within the immediate area, combined with an updated facade of the proposed location would fit into the Master Plan by diversifying the area and creating new opportunity.

Ch. 4 Equitable Distribution of Rec Activities:

Does not apply to this location

Ch. 5 Economic Vitality & Ch. 6 Livable Neighborhoods and Activity Centers

We do not currently view the proposed address as a targeted area for the master plan. We do think that we could create long term employment opportunity and help to expand the range of retail services while attracting new people to the area. We also plan to redevelop the overlooked space into a professional and attractive location with updated facade, signage and color to stir up some good energy in the neighborhood. We want to help to create a synergy in a part of town that feels to be lacking and left just out of reach of the downtown vibe; allowing other neighboring businesses to thrive and create more opportunity. Being in a business that can typically survive most ups and downs of the economy, we believe it will help to create a stable and attractive area for other potential businesses as opposed to a building that is constantly rotating new tenants every 6 months.

Ch. 7 Connected City

We do not intend/plan to have any effect on existing roadways, sidewalks or corridors.

2. Will not be detrimental to the use, enjoyment, economic value or development of surrounding properties or the general neighborhood.

Explanation A. North: Tap Shack Bar-RC zoning, South: therapy office and music store-RC zoning, Above and to the East are residential units in RC zoning, West: Used car dealership-GC zoning.

B-D. Our proposed project is not similar to or in competition with anything in the neighborhood; that being the primary reason for the permit request. The customer base that visit our business would also use many of the neighboring businesses/services before, during and after their visit to our location. We believe we would also receive support from their customers as well.

We would intend on having my business stand out from other nearby buildings by utilizing more vibrant color and unique signage while still maintaining a professional appearance and not being a

burden or "eye sore" to adjoining properties. We would have regular business hours 11a-7p 5-7 days a week and have a no smoking, drug or alcohol policy.

We would also intend on having exterior lighting for a visible sign at night. They would be under the eve, approx. 12-15' high, and have a shade to prevent from light pollution to nearby properties.

E. No existing landscaping or proposed landscaping in foreseeable future.

F. The benefit to the people of Carson City are a vibrant, clean and professional environment to go to for quality tattoos that would attract all classes of the community to the area. There would be new employment opportunities and one less empty building. We're excited to have a space to continue our fundraising, charitable and community events, and would like to be involved as much as possible with youth art programs and other similar interests.

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

Explanation: We do not foresee any substantial effect on existing traffic in the area. No additional walkways, lights or signage will need to be added.

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. Our project will have no (negative) effect on the school district. While it is near Pioneer High, we will likely not offer any services to minors. However, we would like to participate in youth art programs.

B. Any effect on police or fire protection would be support to these services with added security systems and a watchful eye.

C. The existing water supply provided by the city will be adequate to our needs and not diminish the quality to nearby residences.

D-G. N/A all services, systems and structures are pre-existing and operable.

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

Explanation: As no development is required for the proposed location and the building is existing in its desired form, we feel that these standards are not applicable to it.

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

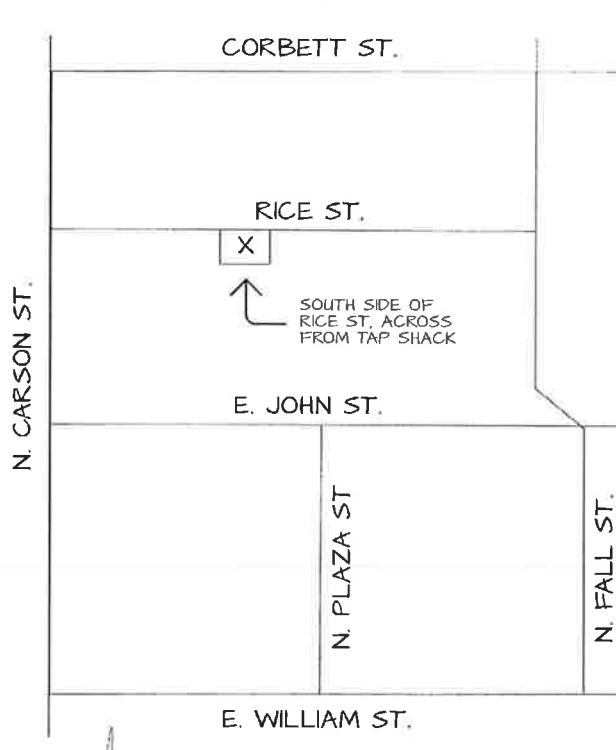
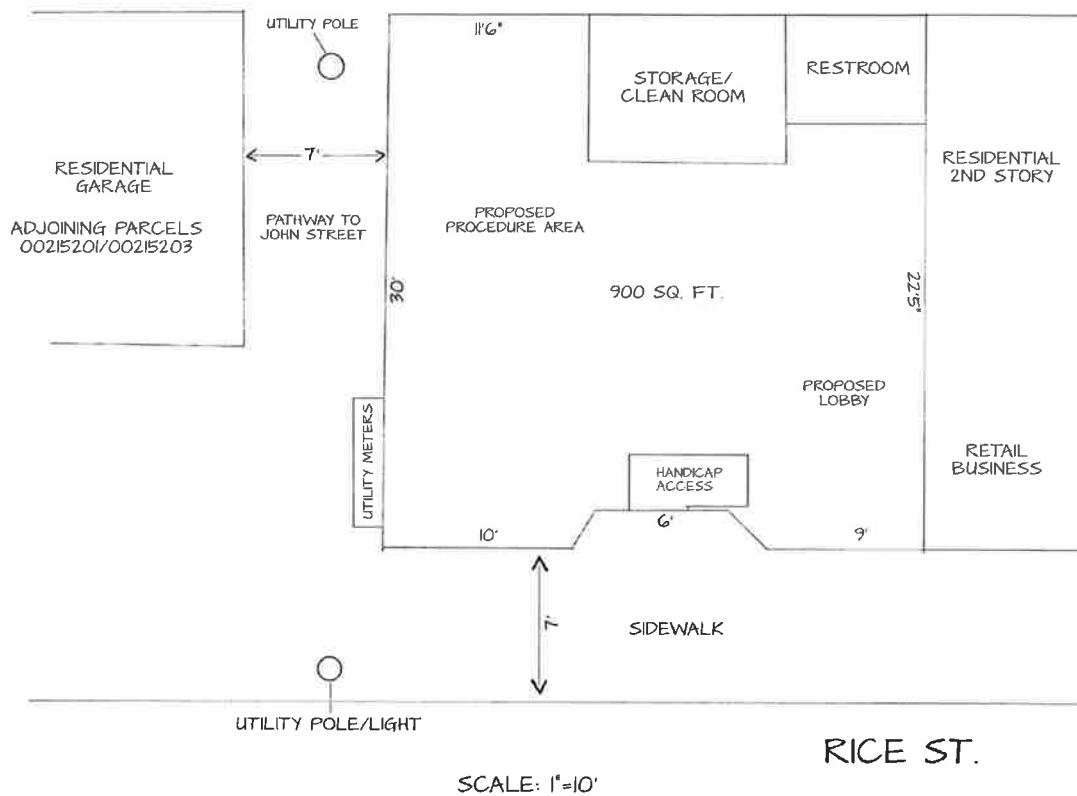
Explanation: We want to maintain the highest standards possible via proper and current health department regulation while utilizing the latest technology in sterile, single use equipment and supplies.

Combine this with being close to the city center vs. stuck in an unpopulated, industrial zone and we can only foresee our proposed business as an asset to the public health/safety/welfare and convenience. Modern tattooing can be safer and more convenient than ever before and (professional) artists should be readily available to anyone with interest.

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

Explanation: We do not have any plans to create major changes to the property beyond updating its appearance. We can see no reason this would result in damage or prejudice to surrounding properties. We would like to work together with neighboring businesses to create the opposite effect.

SITE PLAN FOR TATTOO PARLOUR SPECIAL USE PERMIT



OWNER: Keri Sheerin
1365 Delores Way
Gardnerville, NV 89460
775-230-1545

APPLICANT: Tony Jackson and Lezlee Robinson
900 W. Winnie Ln.
Carson City, NV 89703
775-220-2779

REQUEST: To allow tattoo parlour in
Retail Commercial (RC) Zone

MASTER PLAN LAND USE DESIGNATION:
community/regional commercial

APN:00215202 - 113 RICE ST.

Site plan prepared by Tony Jackson

NO SCALE

LOCATION SKETCH

SUP REVISIONS

1) Completed Master Plan checklist. Comment on checklist is at the top of the "Special Use Findings" report.

2) The proposed site allows for approximately 10, shared, off-street parking spots based on standard detail for public works requirements. There is 75 ft. of parallel parking available directly in front of the proposed site between curb cuts. 19 angled public parking spots on the North side of John St. (between Fall and Carson St.), South of the proposed site. A site plan has been provided below.

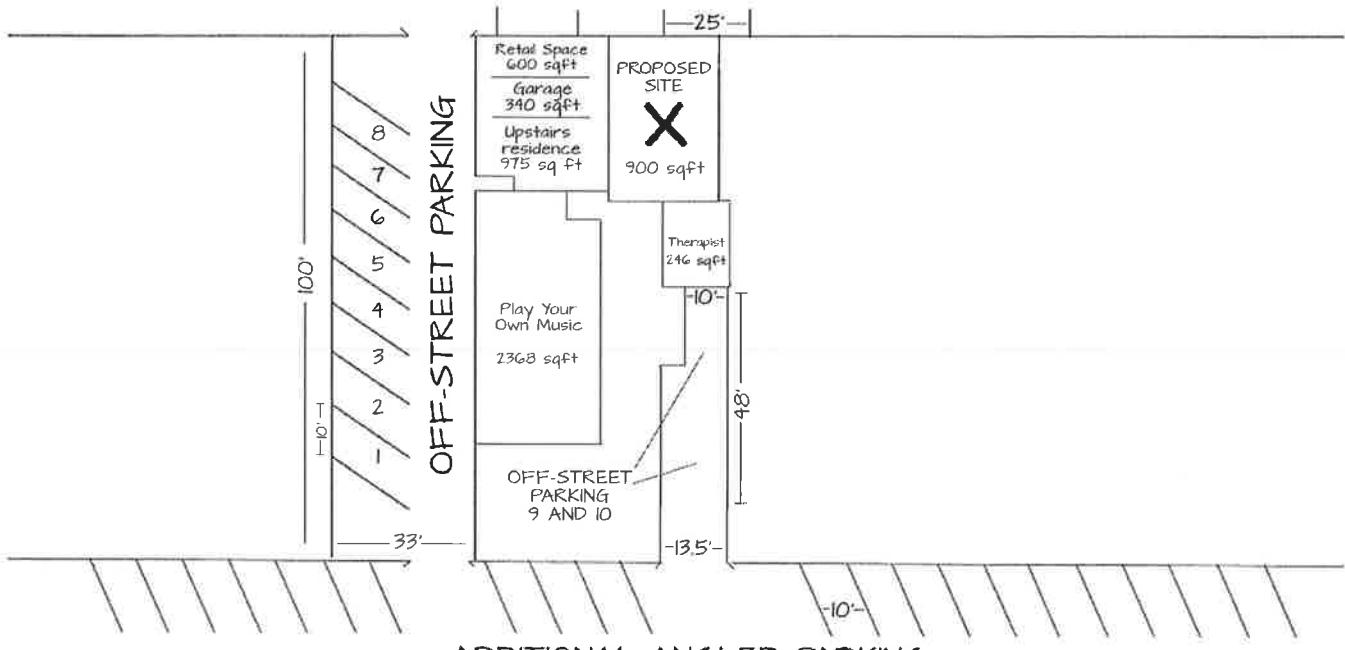
3) Pictures of the site have been provided. The peak height of building is approximately 17'.

4) Documentation of project impacts per Development Engineering: During peak use which we anticipate to be between the hours of 12-6pm there should be no more than 3 employees with 1 additional vehicle per client. Provided the additional parking on John street, there should be no significant impact on traffic.

For drainage, water and sewer we plan on normal restroom and hand-sink usage. No additional water/drainage will be needed. No chemicals will be dumped.

RICE ST.

75' PARALLEL PARKING



< 12

▼

Business Start-up

Today at 12:06 PM

Dear Ms. Robinson,

Mr. Jason Zona, Principal at Pioneer High School, shared your request for a letter of support regarding your intent to open a tattoo shop at 113 Rice Street. This is the first such request that we have ever received from a potential business in our Community.

Consequently, I don't believe it is the District's place to provide either support or opposition toward the establishment of a potential business that meets the municipal codes of the City. Therefore, we will provide neither. I thank you for reaching out to the school district and appreciate your willingness and interest to become involved in volunteer services at Pioneer High School. I wish you well in your future endeavors.

Sincerely,

Richard Stokes
Superintendent
Carson City School District
775-283-2100

The information in this e-mail is intended



To Whom It May Concern:

As a small business owner, I am very much in support of additional small businesses opening in our community. The opening of a tattoo parlor in Carson City would be a value for our immediate community members. And, would also be a prosperous business venture for the thousands of visitors we attract yearly with the special events our City takes pride in hosting.

Small business owners spend an enormous amount of time, energy and motivation to have the courage to branch out on their own. Usually this means a great deal of research, resources, and passion has gone into the planning and development of a small business. Currently, Carson City does not have a tattoo parlor in town and we lose customers and our City loses money to neighboring counties.

I fully support the City allowing tattoo parlors competing for business here. They are an expressive, artistic business that would be an asset to our community.

Thank you for your time, please do not hesitate to contact me should you have any questions, 775-750-7581.

Sincerely

Shannon Arnold
Owner of The Parlour Salon



September 8, 2018

To Whom it May Concern,

We are writing today to extend our support of a tattoo studio opening on Rice Street. We reside in the historical district, just blocks away from the proposed location. Having owned the home for nearly 20 years, we have observed many changes, most recently the revitalization of the downtown corridor, all with positive results. Increasing property values as our city diversifies is just one of the benefits of our evolving city blueprint. As local business owners, we believe the inclusion of a tattoo shop and gallery in the City will enrich the arts within the community, which is positively correlated with increased entrepreneurship. Having a vibrant arts culture also increases the quality of life in our community, which makes Carson City a more attractive place to live, work and raise a family, which is good for the entire economy.

Thank you for your consideration,

Michael & Hannah McIntosh
775-450-9595
775-450-9345
775-884-2990

September 9, 2018

I am the owner of the Tap Shack Bar located at 112 Rice Street Carson City, Nevada. I am writing this letter to express my support for Tony Jackson and Lezlee Robinson to open a Tattoo Parlor on Rice Street in Carson City, Nevada. Tony is a very reputable local Tattoo Artist who is highly respected for his work. His passion to open his own shop here in Carson City should be welcomed into our community.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Lloyd".

Michael Lloyd
Tap Shack Inc.
(775) 450-6823

9/11/2018

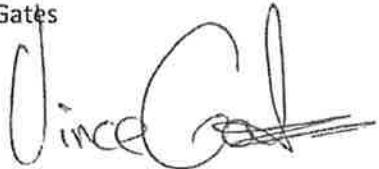
To whom it may concern,

I own and operate a music retail store in Carson City for the past 11 years called Play Your Own Music. I have been at my current location at 112 E John St for the past 3 years.

It has come to my attention that Lezlee Robinson and Tony Jackson intend to open a tattoo shop around the corner from me on Rice St. I wanted to express that I would welcome their business to my neighborhood as it would have a positive effect to the visibility of my store, and would be an appropriate addition to the artistic theme of the surrounding businesses.

Thank you for your time,

Vincent Gates

A handwritten signature in black ink that reads "Vince Gates". The signature is fluid and cursive, with "Vince" on the first line and "Gates" on the second line, slightly overlapping.

Play Your Own Music - 112 E John St Ste B - 775-885-7529



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Heather Ferris

From: Planning Department
Sent: Wednesday, October 10, 2018 10:21 AM
To: Heather Ferris
Subject: FW: Zoning change for 113 Rice Street

Follow Up Flag: Follow up
Flag Status: Completed

From: Mary DeFelice [<mailto:Marenang@hotmail.com>]
Sent: Wednesday, October 10, 2018 9:41 AM
To: Planning Department
Subject: Zoning change for 113 Rice Street

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

Good Day,

We writing to oppose the rezoning of 113 Rice Street so that the location can become a tattoo parlor. As members of the Carson City Historical Society and the owners of a historic house in Carson City, we feel a business of that kind would jeopardize the Foreman-Roberts House Museum. The museum has just recently reopened after two fires were set to the museum two years ago. The addition of a tattoo parlor could bring folks into the neighborhood that do not share our love for historical structures and all that they mean to Carson City. Additionally, visitors from across the country and other countries visit the museum. A tattoo parlor would not be the type of business we would want these visitors to see as a neighbor of the museum.

Thank you for your consideration. Angelo and Mary DeFelice

Sent from [Mail](#) for Windows 10

Heather Ferris

From: Jan Baldwin <janbrealty@ableweb.net>
Sent: Saturday, October 13, 2018 3:15 PM
To: Heather Ferris
Subject: File No. SUP-18-135

Follow Up Flag: Follow up
Flag Status: Flagged

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

Dear Heather, per our phone conversation on October 12th I am following up with a written letter of concerns. I reside at 116 Rice Street. Unfortunately I will not be able to be at the meeting on October 24th, but I would like my concerns voice to others that may be attending. I am against a Special Use permit to allow a Tattoo Parlor at 113 Rice street for the following reasons: 1. There are 5 residence on Rice Street and 2 Business now (113 Rice St. is vacant) The Tap Shack at 112 Rice St. clientele takes up most of the street parking from Noon to 10 AM to 11PM daily now. Action Chiropractic staff parks on the street from about 7AM to 5 PM Monday thru Friday. At any given time the homes at 116 Rice/130 Rice/138 Rice have no available parking in front of their homes. The resident at 111 B Rice has parking in gated lot. The resident at 111 A Corbett has Corbett St. parking. If Staff goes by in the AM and around 4 Pm you will see what I mean. Busy Bee Roadside Service @ 111 Corbett had to put out 2 signs for their staff to have parking. You said that the parcel has a total of 16 parking spaces, but you are taking in to consideration John St. access and Gated parking which has total of 12 spaces but will not give additional parking to the Rice Street Businesses or Residences. 113 & 111 Rice will only have 4 parking spaces available. 2. I wanted to remind staff that this is a mixed neighborhood with both residences and businesses. In the past 113 Rice has always had businesses that were open 8 to 5 and were conforming businesses. The Tattoo Parlor being open from 11AM to 7PM in not conforming and if they and the clientele decide to stay later the process for terminating their permit is long. I do not know much about Tattoo Parlors only that their clientele is not always the most upstanding and I fear they will not have respect for the residents that live here. As to the Tap Shack, Mike Lloyd, the Owner of the bar, runs a quiet and respectful business and he keeps his clientele under control and reminds them that there are resident in the neighborhood. With my concerns stated about parking, business hours, a non-conforming business and type of possible clientele, I therefore am against a Special Use Permit being allowed for a Tattoo Parlor. Since I can not attended the meeting I would like to kept updated on the outcome.Thank you. Respectfully, Jan Baldwin 882-2006