

DRAFT MINUTES*
Regular Meeting
Carson City Planning Commission
Monday, January 30, 2018 • 5:00 PM
Community Center Bonanza Room
851 East William Street, Carson City, Nevada

Commission Members

Chair – Mark Sattler	Commissioner – Charles Borders, Jr.
Commissioner – Alex Dawers	Commissioner – Teri Preston
Commissioner – Hope Tingle	Commissioner – Jay Wiggins

Staff

Lee Plemel, Community Development Director
Hope Sullivan, Planning Manager
Todd Reese, Deputy District Attorney
Steven Pottéy, Engineering 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.

*The minutes do not contain any time stamps because the audio was recorded on different equipment and in a different room.

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

Chairperson Sattler called the meeting to order at 5:05 p.m. Roll was called. A quorum was present. . Commissioner Dawers led the Pledge of Allegiance.

Attendee Name	Status	Arrived
Chairperson Mark Sattler	Present	
Commissioner Charles Borders, Jr.	Present	
Commissioner Alex Dawers	Present	
Commissioner Teri Preston	Present	
Commissioner Hope Tingle	Present	
Commissioner Jay Wiggins	Present	

B. PUBLIC COMMENTS

Chairperson Sattler entertained public comments; however, none were forthcoming.

C. POSSIBLE ACTION ON APPROVAL OF MINUTES – JANUARY 15, 2019.

There were no minutes for approval.

D. MODIFICATION OF AGENDA

There were no modifications to the agenda.

Mr. Plemel apologized for the “tight quarters” in the Bonanza Room because the technical equipment in the Sierra Room was being renovated.

E. PUBLIC HEARING MATTERS

E.1 SUP-18-181- FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW A 180-DAY EXTENDED STAY RV RESORT WITH UP TO 277 RV SPACES ON PROPERTY ZONED TOURIST COMMERCIAL. THE SUBJECT PROPERTY IS LOCATED AT 1400 OLD HOT SPRINGS ROAD, APN 008-123-40.

Chairperson Sattler introduced the item. Ms. Ferris introduced the property and presented the agenda materials which are incorporated into the record. She also recommended approval based on making the seven findings of fact. Commissioner Dawers inquired about having a fence taller than six feet and Ms. Ferris noted that it could be requested by the Commission; however a building permit would be required. Chairperson Sattler clarified that this item had appeared before this Commission in 2016 when he, along with Commissioner Borders were on the Planning Commission. Commissioner Wiggins inquired about state law versus the local laws and Ms. Ferris explained that the project was considered a mobile home park by the State and regulated as such; however, the City considered it a recreational vehicle (RV) resort, adding that the applicant must comply with both City and State regulations. She also noted that the Special Use Permit was being addressed because of the extended 180-day stay request.

Applicant representative Rachel Kryder of Resource Concepts introduced herself and noted her agreement with the 31 conditions of approval. She also addressed the concerns of the nearby neighbors, both the residents and the Carson City Airport, stating that they are not proposing lighting on the west side boundary near the residences, and that they would observe “quiet hours” from 9 p.m. to 7 a.m. Ms. Kryder explained that they were offering full hookups instead of “septic dumping stations” and addressed the privacy screening issue which would consist of a six-foot fence, in addition to a “living fence” which would in time grow higher than six feet. She also acknowledged awareness of FAA maximum height regulations and indicated that all traffic to the park would be on Old Hot Springs Road and none would go through the residential areas; however, an emergency access would be provided to the Carson City Fire Department. Ms. Kryder explained that the applicant planned to develop a high-end RV resort with low density, relative to other parks.

In response to a question by Chairperson Sattler, Ms. Kryder explained that showers and restrooms will be available during the first phase of construction “per the RV code”. She also noted that the Airport was represented during the Major Plan Review; therefore, aware of the lighting plans. Commissioner Tingle expressed concern about accessing Old Hot Springs Road from the freeway because the left turns did not have traffic signals. She was also concerned about the daily water usage and wished it addressed. Ms. Kryder explained that they had looked into the water and sewer usage and that their estimate had been “on the high side”, adding that they would review their current estimate which was based on 100 percent occupancy. She also noted that per the enclosed traffic letter, “[traffic] falls below what necessitates a full traffic study”, and expected peak times not to align with nearby office traffic windows. Mr. Plemel noted that water usage would be discussed during the Growth Management discussion further down in the agenda, adding that Growth Management approval was required for water usage of over 15,000 gallons per day. Mr. Pottéy gave the expected sewer usage breakdown at the resort, the fire flow delivery requirements, and discussed the projected domestic water usage

and noted that based on the Master Plan designation, the water usage at the resort would be 0.4 percent of the maximum daily demand.

Commissioner Dawers reiterated his request for a fence higher than 6 feet and Ms. Kryder indicated that the landscaping for the dense screen would be costly, citing other mitigating factors as well such as a drainage channel on the other side of the proposed fence. Commissioner Borders inquired about the ‘marketing logic’ behind the 180-day stay, and believed it would be a “trailer park” and not a “high end RV resort”. Ms. Kryder did not believe that the 180-day stay would be the norm, but wished to give guests the flexibility of staying longer than 30 days. Ms. Ferris clarified that the Commission could request a 90-day stay instead of 180 days and she informed Chairperson Sattler that room tax will not be collect for any stay over 28 days. Commissioner Tingle was concerned about the privacy for Mark Way residents and about the impact of the resort on the local wildlife. Mr. Plemel clarified that the findings are consistent with the zoning of the property and Chairperson Sattler explained that had the applicant decided to provide 30-day stays for guests “they wouldn’t even be here” and Commissioner Dawers was informed that the Special Use Permit request was for the extended 180-day stay. Commissioner Borders received confirmation that there was a trash/maintenance area, and that the trash would be collected by resort employees daily and placed in one pickup area to reduce noise, and Chairperson Sattler was in favor of that since the Airport had been concerned about the presence of birds due to trash.

Commissioner Preston noted that the developer was very responsible; adding that the area had “a true need” for an RV resort and relayed her personal experience when visiting the area in her RV. She also believed that a six-foot fence with a setback of high vegetation would suffice as a screen. Discussion ensued regarding the Tourist Commercial zoning and Commissioner Wiggins inquired about other RV resorts in the area that offered 180-day stay and he was informed that most guests would most likely vacate the property after 30 days and return for another stay. He also wished to know whether the fence requirements would have changed for a “packed” resort with a 30-day stay and Ms. Ferris explained that the plans would “largely stay the same”. Ms. Kryder clarified for Commissioner Dawers that the plan was to have a six-foot fence, a four or five-foot buffer, then vegetation as an added screen; however, he was not in favor of the proposal as he believed people could walk between the fence and the plants. Further discussion ensued regarding fencing and Commissioner Tingle was concerned with ATV activity on nearby dirt roads and near the fence. Chairperson Sattler entertained Public Comments.

PUBLIC COMMENT

Carson City Airport Authority Chairperson Linda Law introduced herself and explained that they were not “enamored with” the 180-day stay; however she expressed more concern about having an RV resort at the end of a flyway. She also noted that due to the recent Lands Bill amendment the Airport had received a safety area north of this parcel; however she reiterated her requests of not having any lights “facing into the air” and for providing advance notice to the guests regarding the Airport.

Christopher Simmons inquired about the taxes and Ms. Ferris Clarified that the previous discussion had been a room tax like any other hotel stay.

Dan Mrvos introduced himself as an Arrowhead Drive resident and stated his concern for the 180-day stay enforcement, because he feared that some people may stay permanently and turn the resort into “a trailer park”, especially if the resort is unsuccessful. Mr. Mrvos also questioned “why storage is being granted and we are throwing up a definition of no storage” and suggested considering line of sight issues pertaining to the area homes with multiple elevations when considering the fence.

Chairperson Sattler explained that no response will be given during public comments; however, the issues will be addressed after all comments are heard.

Doug Hus introduced himself and stated that he was not a Carson City resident; however, he owned an RV and had stayed in many RV parks such as ones in Virginia City, Reno, and Sparks. Mr. Hus believed “it’s really not even possible for an RV park to survive without extended stays” and spoke of the economic impact brought by the resort and cited his own experience of spending \$1,200 in rent and \$2,500 in dining, gas, and other expenses in two months. He also believed that RV enthusiasts conserve water and that they would use “substantially less” than the projected usage. Mr. Hus pointed out the growth of the RV industry among millennials and baby-boomers and suggested attracting their “tourist dollars”. He did not think that anyone spending over \$15 million on an RV park would let it deteriorate.

Tammy Lubich introduced herself as “one of the neighbors to the west” and a Mark Way resident. Ms. Lubich stated that she was opposed to the park, especially the 180-day stay and noted that they were not notified when the zoning change took place. She also cited an airplane crash on the property which now would house propane tanks. Ms. Lubich wished to see the stay limited to 30 days and believed that anyone wishing to stay for six months should purchase a home and live in Carson City.

There were no additional comments; therefore, Chairperson Sattler closed the public comments portion of the hearing and entertained Commissioner comments and responses to the public comments.

Mr. Plemel explained that enforcement has been done in the past by looking into the parks’ records; however, no “routine program” existed, and that enforcement officers handled complaints. He also believed that recreational vehicle storage was permitted in a Tourist Commercial district and was specifically listed in the Special Use Permit. Ms. Kryder explained that they had not done “a specific line of sight analysis” regarding the vegetation; however, she believed that the grading on the west side of the property would address both the drainage and the fence, adding that the area to the east of the property, a higher plateau area, would not have significant grading changes; however, “in conjunction with the landscape”, there would be “less visibility”. Discussion ensued regarding adjacent properties and Commissioner Dawers wished to hear from the residents. One resident who did not identify herself was concerned with the drainage and possible overflows. In response to a question regarding enforcement, Mr. Plemel indicated that non-compliance would generally lead to a citation, adding that Special Use Permit violations would be escalated to the Planning Commission for a decision.

Chairperson Sattler inquired about RV size limits and Ms. Ferris clarified that “as long as it meets the definition of an RV” the vehicles would be allowed by the City; however, she believed that resort operators may have their own size guidelines and Mr. Plemel stated that regulations were clear on not allowing manufactured homes. In response to two questions by Commissioner Preston, Mr. Plemel clarified that no review period was specified in the conditions of approval and noted that the Commission must add a condition of approval in order to address line of sight issues in the future. Commissioner Borders reminded the commissioners that “length of stay” was the only item agendized for discussion; however, Commissioner Dawers believed that the Special Use Permit could be utilized to maintain [area residents’] quality of life and the property, adding “we can manipulate all these conditions, I mean everyone here is right, but I think we can certainly leverage to help homeowners to say let’s readdress it in two years in terms of are they sticking to their 180-day limit?. Let’s approve it and [with] the condition of [readdressing it] like we did with the asphalt guy.” Discussion ensued and Chairperson Sattler explained that there was limited use for the property due to its proximity to the airport and it being “at the end of a runway, and they don’t have to be here if it’s 30 days [of stay]”. Commissioner Dawers wished to go on record

by stating that if the only thing the Commission was voting on was the 180-day stay, “there wouldn’t be any of these conditions” and believed that the Commission had every right and a responsibility to the community. Commissioner Borders inquired whether the Commission was amenable to limiting the stay to 60 days. Discussion ensued and Chairperson Sattler and Commissioner Dawers did not see an issue with the 180-day stay. Chairperson Sattler entertained additional discussion and when none was forthcoming, a motion.

MOTION: I move to approve SUP-18-181, based on the findings and subject to the conditions of approval contained in the staff report.

RESULT:	APPROVED (4-2-0)
MOVER:	Preston
SECONDER:	Sattler
AYES:	Sattler, Dawers, Preston, Wiggins
NAYS:	Borders, Tingle
ABSTENTIONS:	None
ABSENT:	None

Commissioner Borders clarified his vote by stating that he could not make finding number one.

Mr. Plemel explained that this was the final decision on Special Use Permits; however, an appeal could be submitted to the Planning Division within 10 days. Chairperson Sattler clarified that the appeal would be heard by the Board of Supervisors.

F. RECESS AS THE PLANNING COMMISSION

Chairperson Sattler recessed the Planning Commission at 6:41p.m.

GROWTH MANAGEMENT COMMISSION

1. CALL TO ORDER, ROLL CALL AND DETERMINATION OF A QUORUM

Chairperson Sattler called the meeting to order at 6:41 p.m. Roll was called. A quorum was present.

Attendee Name	Status	Arrived
Chairperson Mark Sattler	Present	
Commissioner Charles Borders, Jr.	Present	
Commissioner Alex Dawers	Present	
Commissioner Teri Preston	Present	
Commissioner Hope Tingle	Present	
Commissioner Jay Wiggins	Present	

2. PUBLIC COMMENT

Chairperson Sattler entertained public comments; however, none were forthcoming.

3. FOR POSSIBLE ACTION: APPROVAL OF THE MINUTES—MAY 30, 2018

Chairperson Sattler entertained comments or corrections and when none were forthcoming, a motion.

MOTION: I move to approve the minutes [of the May 30, 2018 Growth Management meeting] minutes as presented.

RESULT:	APPROVED (4-2-0)
MOVER:	Borders
SECONDER:	Tingle
AYES:	Sattler, Borders, Preston, Tingle
NAYS:	None
ABSTENTIONS:	Dawers, Wiggins
ABSENT:	None

4. PUBLIC HEARING MATTERS

4.A GM-18-190 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A GROWTH MANAGEMENT APPROVAL TO ALLOW FOR A DAILY WATER USAGE ABOVE 15,500 GALLONS PER DAY FOR A RECREATIONAL VEHICLE RESORT FACILITY, ON PROPERTY ZONED TOURIST COMMERCIAL (TC), LOCATED AT 1400 OLD HOT SPRINGS ROAD, APN 008-123-40.

Chairperson Sattler introduced the item. Ms. Ferris referenced the Staff Report and accompanying agenda materials, all of which are incorporated into the record, and invited Steven Pottéy, Development Engineering, to present them and answer questions. Mr. Pottéy summarized the related information discussed in item E-1 and noted that the estimated usage for sewer would be at 33,000 gallons (.5 percent of the wastewater treatment plant capacity), fire flow at 1,500 gallons per minute, and water at 68,500 gallons per day. Commissioner Borders cited individual usage figures from his experience, which were around 50-80 gallons per day. Chairperson Sattler entertained public comments; however none were forthcoming. He also entertained a motion.

MOTION: I move to approve GM-18-190 subject to the conditions of approval outlined in the staff report.

RESULT:	APPROVED (5-1-0)
MOVER:	Dawers
SECONDER:	Borders
AYES:	Sattler, Borders, Dawers, Preston, Wiggins
NAYS:	Tingle
ABSTENTIONS:	None
ABSENT:	None

5. PUBLIC COMMENT

There were no public comments.

6. FOR POSSIBLE ACTION: TO ADJOURN AS THE GROWTH MANAGEMENT COMMISSION

MOTION: Commissioner Tingle moved to adjourn. Chairperson Sattler adjourned the meeting at 6:47 p.m.

H. RECONVENE AS THE PLANNING COMMISSION

Chairperson Sattler reconvened the Planning Commission meeting at 6:54 p.m. A quorum was still present.

I. PUBLIC HEARING MATTERS**I.1 SUP-18-184 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A SPECIAL USE PERMIT TO DEVELOP A PORTION OF A PARCEL WITH AN AVERAGE SLOPE OF THIRTY THREE PERCENT OR MORE LOCATED ON PROPERTY ZONED SINGLE FAMILY 1 ACRE AND LOCATED ON THE WEST SIDE OF KNOLL DRIVE, APN 007-131-19 AND -20.**

Chairperson Sattler introduced the item. Ms. Sullivan presented the Staff Report with the accompanying agenda materials and responded to clarifying questions.

Applicant representative Angela Fuss of Lumos and Associates introduced herself and expressed concern about designing the site the way it is now and noted that they have addressed the issues highlighted in a neighbor's letter, incorporated into the record. Ms. Fuss also noted her agreement to the conditions of approval in the Staff Report. Chairperson Sattler entertained public comments.

PUBLIC COMMENT

William Lavelle introduced himself as the owner of an adjacent lot and offered the use of his property during construction as it was not yet developed. There were no additional comments.

MOTION: I move to approve SUP-18-184, based on the findings and subject to the conditions of approval contained in the staff report.

RESULT:	APPROVED (6-0-0)
MOVER:	Sattler
SECONDER:	Borders
AYES:	Sattler, Borders, Dawers, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

I.2 VAR-18-179 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A VARIANCE TO ESTABLISH SETBACKS, BUILDING HEIGHTS, AND DRIVEWAY LENGTHS FOR SILVER OAK PHASES 23A AND B, LOCATED AT THE EAST END OF RADCLIFF DRIVE, ON PROPERTY ZONED SINGLE FAMILY 12,000 PLANNED UNIT DEVELOPMENT (SF12-P), 007-552-42.

Chairperson Sattler introduced the item. Ms. Sullivan presented the Staff Report and accompanying agenda materials, incorporated into the record, and acknowledged the presence of applicant Mark Turner in the audience.

Mr. Turner introduced himself and noted his agreement to the conditions of approval in the Staff Report.

PUBLIC COMMENT

Walter Sullivan introduced himself and his wife, Celine Sullivan, as residents of Dartmouth Drive. Mr. Sullivan gave background on his previous experience with the Planning Commission and referenced his letter, incorporated into the record, and wished to be ensured that the Commission approved the Variance with condition of approval number five, provided by them in 1993 and reiterated now. Ms. (Hope) Sullivan indicated that Ms. (Celine) Sullivan had requested to state for the record that “the stormwater patterns that currently exist will continue to exist”. There were no additional public comments. Chairperson Sattler entertained a motion.

MOTION: I move to approve VAR-18-179 based on findings and subject to all the conditions of approval contained in the staff report.

RESULT:	APPROVED (6-0-0)
MOVER:	Borders
SECONDER:	Preston
AYES:	Sattler, Borders, Dawers, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

I.3 SUP-18-166 FOR POSSIBLE ACTION: TO CONTINUE CONSIDER A REQUEST FOR A SPECIAL USE PERMIT FOR A NEW 70 FOOT TALL WIRELESS COMMUNICATIONS FACILITY ON PROPERTY ZONED RETAIL COMMERCIAL (RC) TO THE FEBRUARY 27, 2019 PLANNING COMMISSION MEETING. THE SUBJECT PROPERTY IS LOCATED AT 3331 SOUTH CARSON STREET, APN 009-112-17.

Chairperson Sattler introduced the item and Ms. Ferris referenced a Memorandum, incorporated into the record, written by her and addressed to the Planning Commission requesting that the item be continued to the February 27, 2019 Planning Commission meeting. There were no public comments.

MOTION: I move to continue SUP-18-166 to the Planning Commission meeting of February 27, 2019.

RESULT:	APPROVED (6-0-0)
MOVER:	Borders
SECONDER:	Dawers
AYES:	Sattler, Borders, Dawers, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

I.4 FOR POSSIBLE ACTION: TO ELECT A PLANNING COMMISSION CHAIR AND VICE-CHAIR FOR A TERM BEGINNING AT THE PLANNING COMMISSION MEETING OF FEBRUARY 2019.

Chairperson Sattler introduced the item and entertained nominations for Chair.

MOTION: I move to nominate Mark Sattler to the position of Planning Commission Chair as of February [2019].

RESULT:	APPROVED (5-0-1)
MOVER:	Borders
SECONDER:	Tingle
AYES:	Borders, Dawers, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	Sattler
ABSENT:	None

MOTION: I move to nominate Charles Borders to the position of Vice Chair, beginning in February 2019.

RESULT:	APPROVED (6-0-0)
MOVER:	Tingle
SECONDER:	Sattler
AYES:	Sattler, Dawers, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	Borders
ABSENT:	None

F. STAFF REPORTS (NON-ACTION ITEMS)

F.1 DIRECTOR'S REPORT TO THE COMMISSION.

Mr. Plemel reported on several Board of Supervisors approvals including a Zoning Map Amendment for Cochise Street.

FUTURE AGENDA ITEMS

Mr. Plemel expected to have Special Use Permit applications for a model home signage and one for an accessory structure, an updated cell tower design, the water capacity analysis for a Planned Use Development, and an Open Meeting Law Training from the District Attorney's Office.

COMMISSIONER REPORTS/COMMENTS

Chairperson Sattler welcomed Commissioner Wiggins to the Planning Commission.

G. PUBLIC COMMENT

There were no public comments.

H. FOR POSSIBLE ACTION: FOR ADJOURNMENT

MOTION: Commissioner Tingle moved to adjourn. Chairperson Sattler adjourned the meeting at 7:28 p.m.

The Minutes of the January 30, 2019 Carson City Planning Commission meeting are so approved this 27th day of March, 2019.

MARK SATTLER, Chair