

**DRAFT MINUTES**  
**Carson City Planning Commission – Workshop**  
**Thursday, September 26, 2019 • 3:00 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Commission Members**

|                                    |  |
|------------------------------------|--|
| <b>Chair – Mark Sattler</b>        | <b>Vice Chair – Charles Borders, Jr.</b> |
| <b>Commissioner – Alex Dawers</b>  | <b>Commissioner – Paul Esswein</b>       |
| <b>Commissioner – Teri Preston</b> | <b>Commissioner – Hope Tingle</b>        |
| <b>Commissioner – Jay Wiggins</b>  |  |

**Staff**

Lee Plemel, Community Development Director  
Hope Sullivan, Planning Manager  
Heather Ferris, Associate Planner  
Todd Reese, Deputy District Attorney  
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](http://www.Carson.org/minutes).

**A. ROLL CALL AND DETERMINATION OF QUORUM**

(3:03:30) – Chairperson Sattler called the meeting to order at 3:03 p.m. Roll was called and a quorum was present.

| <b>Attendee Name</b>            | <b>Status</b> | <b>Arrived</b> |
|---------------------------------|---------------|----------------|
| Chairperson Mark Sattler        | Present       |                |
| Vice Chair Charles Borders, Jr. | Present       |                |
| Commissioner Alex Dawers        | Present       |                |
| Commissioner Paul Esswein       | Present       |                |
| Commissioner Teri Preston       | Present       |                |
| Commissioner Hope Tingle        | Present       |                |
| Commissioner Jay Wiggins        | Present       |                |

**B. PUBLIC COMMENTS**

(3:01:02) – Chairperson Sattler entertained public comments; however, none were forthcoming. Mr. Plemel introduced Maxine Nietz as a member of the public who was attending the meeting and would be requesting clarification of ask questions.

**C. MODIFICATION OF AGENDA**

(3:02:29) – Mr. Plemel stated that there were no modifications to the agenda.

**D. WORKSHOP ITEMS**

**D.1 FOR DISCUSSION ONLY: DISCUSSION ONLY REGARDING POSSIBLE AMENDMENTS TO THE CARSON CITY MUNICIPAL CODE (CCMC), TITLE 18, ZONING.**

(3:02:30) – Chairperson Sattler introduced the item. Mr. Plemel presented the Staff Summary, noting that the Planning Commission was in the process of reviewing Title 18 for possible amendments, and that the workshop would focus on the Carson City Municipal Code (CCMC) Chapter 18.05 (General Provisions). He also explained that the Commission would review various sections of Title 18 and the Development Standards over several months and conduct public workshops before making recommendations to the Board of Supervisors.

(3:08:39) – Ms. Sullivan clarified for Ms. Nietz that Section 18.05.005 of CCMC discussed Land Use Districts which were zoning districts. The Commission discussed the following sections, details of which was incorporated into the Staff Report at: <https://carson.org/home/showdocument?id=67728>.

- 18.05.005 – Applicability
- 18.05.010 – Parking
- 18.05.015 – Trash, refuse and recycled material storage
- 18.05.020 – Landscaping
- 18.05.025 – Temporary construction containers
- 18.05.030 – Trailers, mobile homes, recreational vehicles, commercial coaches and storage containers
- 18.05.035 – Watchman's quarters
- 18.05.040 – Heliports
- 18.05.045 – Home occupations
- 18.05.050 – Accessory farm structures
- 18.05.055 – Accessory structures
- 18.05.060 – Accessory use
- 18.05.070 – Uses required to be within a structure
- 18.05.075 – Manufactured home installation within a single-family zoning district
- 18.05.080 – Private use wind energy conversion systems

**D.2 DISCUSSION ONLY: DISCUSSION ONLY REGARDING FUTURE TITLE 18 WORKSHOP DATES AND TOPICS FOR FUTURE WORKSHOPS.**

(4:49:56) – Mr. Plemel introduced the item and noted that Development Standards should be prioritized. The following topics were also listed in the Staff Report (<https://carson.org/home/showdocument?id=67730>) for future discussion:

- 18.06 – Historic District
- 18.07 – Downtown Mixed Use District
- 18.08 – Hillside Development
- 18.09 – Recreational Vehicle Parks
- 18.10 – Group Care Facilities
- 18.11 – Child Care Facilities
- 18.12 – Growth Management
- 18.13 – Bed and Breakfast Inns

- 18.14 – Extraction Operations
- 18.15 – Communication Facilities

(4:51:02) – Mr. Plemel informed the Commission that he would provide an update to the Board of Supervisors on their October 18, 2019 meeting and possibly receive further direction on their preferred areas of focus. He also proposed several upcoming workshop dates. After discussion the Commission agreed to hold the next workshop on Wednesday, November 20, 2019 and tentatively schedule the following one on Wednesday, December 18, 2019.

**E. PUBLIC COMMENT**

(4:56:50) – There were no public comments.

**F. FOR POSSIBLE ACTION: FOR ADJOURNMENT**

**(4:58:00) – MOTION: Chairperson Sattler adjourned the meeting at 4:58 p.m.**

The Minutes of the, September 26, 2019 Carson City Planning Commission workshop are so approved this 19<sup>th</sup> day of November, 2019.