

**MINUTES**  
**Carson City Planning Commission Regular Meeting**  
**Wednesday, April 29, 2020 ● 5:00 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Commission Members**

**Chair – Charles Borders, Jr.**  
**Commissioner – Paul Esswein**  
**Commissioner – Teri Preston**  
**Commissioner – Jay Wiggins**

**Vice Chair – Alex Dawers**  
**Commissioner – Richard Perry**  
**Commissioner – Hope Tingle**

**Staff**

Lee Plemel, Community Development Director  
 Hope Sullivan, Planning Manager  
 Benjamin Johnson, Deputy District Attorney (via WebEx)  
 Dan Stucky, City Engineer (via WebEx)  
 Steven Pottéy, Engineering Project Manager (via WebEx)  
 Tamar Warren, Senior Public Meetings 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 and the approved minutes of this meeting are available on [www.Carson.org/minutes](http://www.Carson.org/minutes).

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

(5:01:40) – Chairperson Borders called the meeting to order at 5:00 p.m. Roll was called and a quorum was present. Chairperson Borders led the Pledge of Allegiance.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Charles Borders, Jr.	Present	
Vice Chair Alex Dawers – via WebEx	Present	
Commissioner Paul Esswein – via WebEx	Present	
Commissioner Richard Perry	Present	
Commissioner Teri Preston – via WebEx	Present	
Commissioner Hope Tingle	Present	
Commissioner Jay Wiggins	Present	

**B. PUBLIC COMMENTS**

(5:02:44) – Chairperson Borders introduced the item. Chris Katopothis called in remotely to notify the Commission of a Major Project Review (MPR) with the Planning Division to add a detached rental unit on his property which had been denied. He explained that he had been informed he could obtain a Special

Use Permit (SUP) to build the detached unit; however, he could not rent it. Mr. Katopothis recommended that the Commission reconsider his request. Ms. Sullivan confirmed the MPR meeting and added that Staff had informed Mr. Katopothis of the Title 18 review currently taking place which would address restrictions on accessory dwellings. There were no additional public comments.

**C. FOR POSSIBLE ACTION: APPROVAL OF THE MINUTES – FEBRUARY 26, 2020 AND MARCH 25, 2020.**

(5:08:07) – Chairperson Borders introduced the item.

**(5:08:40) – Commissioner Tingle moved to approve the minutes of the February 26, 2020 meeting minutes. The motion was seconded by Commissioner Perry.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Tingle
<b>SECONDER:</b>	Perry
<b>AYES:</b>	Borders, Dawers, Esswein, Perry, Preston, Tingle, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**(5:09:11) – Commissioner Perry moved to approve the minutes of the March 25, 2020 meeting minutes. The motion was seconded by Commissioner Wiggins.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Perry
<b>SECONDER:</b>	Wiggins
<b>AYES:</b>	Borders, Dawers, Esswein, Perry, Preston, Tingle, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**D. MODIFICATION OF AGENDA**

(5:12:01) – Chairperson Borders introduced the item. Ms. Sullivan stated that there were no modifications to the agenda.

**E. MEETING ITEMS**

**PUBLIC HEARING**

**E.1 LU-2020-0009 - FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST TO AMEND A SPECIAL USE PERMIT (SUP-10-014) TO**

**ALLOW FOR A 400 SQUARE-FOOT OUTDOOR CLASSROOM AND A 124 SQUARE-FOOT OFFICE ADDITION TO SERVE THE EXISTING GREENHOUSE ON PROPERTY ZONED PUBLIC (P), LOCATED AT 1111 NORTH SALIMAN ROAD, APN 010-041-64.**

(5:12:35) – Chairperson Borders introduced the item. Ms. Sullivan presented the Staff report, incorporated into the record, and recommended approval. She also noted that Chris Baker of Manhard Consulting was on the call to responded to the Commission’s questions. In response to a question by Chairperson Borders, Ms. Sullivan explained that the request was an amendment to an existing SUP because the request was part of the Greenhouse Project at Carson High School with the exact findings; however, the amendment would require a 75 percent fee versus a 100 percent fee. She also noted that she had spoken to Mr. Baker earlier and had received confirmation that he had read and was in agreement with the Staff Report as written. Chairperson Borders entertained public comments and when none were forthcoming, a motion.

**(5:16:58) – Vice Chair Dawers moved to approve Special Use Permit LU-2020-0009, based on the findings and subject to the conditions of approval contained in the staff report. The motion was seconded by Commissioner Perry.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Dawers
<b>SECONDER:</b>	Perry
<b>AYES:</b>	Borders, Dawers, Esswein, Perry, Preston, Tingle, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**PUBLIC HEARING**

**E.2 LU-2020-0002 - FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW FOR DETACHED ACCESSORY STRUCTURES THAT EXCEED, IN AGGREGATE, 75% OF THE SIZE OF THE PRIMARY STRUCTURE ON PROPERTY ZONED MOBILE HOME 12,000 (MH12), LOCATED AT 2699 DORI WAY, APN 008-183-26.**

(5:17:41) – Chairperson Borders introduced the item. Ms. Sullivan gave background and presented the Staff Report and accompanying photographs which are incorporated into the record. She also responded to the Commissioners’ clarifying questions and noted that the setback had been violated, therefore, a building permit will be required. Mr. Pottéy explained to Commissioner Perry that the driveway apron did not meet the Americans with Disabilities Act (ADA) standards. He also noted that a paved driveway was a development standard in order to have vehicles in the carport. Chairperson Borders clarified for Vice Chair Dawers that the building to be removed was the storage shed and not the garage, and that the issue was the Variance and not the SUP.

(5:29:34) – Applicant Ruben Garcia-Ruiz noted via conference call that he was in agreement with the conditions of approval outlined in the Staff Report. There were no additional comments. Chairperson Borders entertained a motion.

**(5:30:26) – Commissioner Perry moved to approve Special Use Permit LU-2020-0002, based on the findings and subject to the conditions of approval contained in the staff report. The motion was seconded by Commissioner Wiggins.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Perry
<b>SECONDER:</b>	Wiggins
<b>AYES:</b>	Borders, Dawers, Esswein, Perry, Preston, Tingle, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**PUBLIC HEARING**

**E.3 PUD-2020-0002 - FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A MODIFICATION TO THE SILVER OAK PLANNED UNIT DEVELOPMENT AND ASSOCIATED DEVELOPMENT AGREEMENT SO AS TO MODIFY THE DEVELOPMENT STANDARDS IN THE AREAS IDENTIFIED AS CLUSTER HOUSING AREAS “CC,” “DD,” AND “EE,” AND MODIFYING THE BOUNDARIES OF CLUSTER HOUSING AREA “DD” TO INCORPORATE 0.94 ACRES OF AREA ORIGINALLY DESIGNATED AS OPEN SPACE, ON PROPERTIES ZONED SINGLE FAMILY 12,000 PLANNED UNIT DEVELOPMENT (SF-12 P), LOCATED ON THE SOUTHSIDE OF SILVER OAK DRIVE, EAST OF SIENA DRIVE AND RED LEAF DRIVE, AND A PARCEL LOCATED SOUTHWEST OF EAGLE VALLEY RANCH ROAD, AND FURTHER IDENTIFIED AS APNS 007-552-44, 007-552-38, 007-552-19 AND 007-552-41.**

(5:31:07) – Chairperson Borders introduced the item. Commissioner Wiggins read a disclosure statement indicating a he lived in the noticing area and in an earlier phase of the development; however, he noted that he would participate in the discussion and vote on the item due to not having a disqualifying conflict. Ms. Sullivan presented the Staff Report and accompanying documentation which are incorporated into the record and responded to clarifying questions. She also noted that the reason the PUD was before the Commission was because of the reduction requested to open space, adding that there would be no increases in the unit count.

(5:53:37) – Applicant Mark Turner noted that he was available to answer the Commissioners’ questions. He also stated his agreement with the Staff Report and the summary of modifications Ms. Sullivan had presented. He also noted that they had been in contact with Mr. Pottéy regarding several questions and

issues. Ms. Sullivan explained that she had heard from applicant representative Louis Cariola of Manhard Consulting who had stated his agreement to the Staff Report; however, he had wished to go on the record stating that given the reduction in Block DD, “should there be an opportunity to build those lots in at some other place at Silver Oak that [the applicant] may come back before this Commission with a request to that effect.” Mr. Turner believed Ms. Sullivan’s summation was accurate.

(5:58:40) – Ms. Sullivan clarified for Commissioner Preston that because she did not live in the noticing area of this development, a disclosure was not required. There were no additional public comments; therefore, Chairperson Borders entertained a motion.

**(5:59:14) – MOTION: Commissioner Perry moved to recommend approval of the modifications to the Silver Oak Planned Unit Development and associated Development Agreement, specifically Section 2.2 of the Development Agreement, as noted in items 1 through 11, based on the findings as identified in the Staff Report and the Conditions of Approval. The motion was seconded by Vice Chair Dawers.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Perry
<b>SECONDER:</b>	Dawers
<b>AYES:</b>	Borders, Dawers, Esswein, Tingle, Perry, Preston, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**PUBLIC HEARING**

**E.4 ZA-2020-0004 - FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A ZONING MAP AMENDMENT TO CHANGE THE ZONING FROM PUBLIC REGIONAL (PR) TO MULTI-FAMILY APARTMENT (MFA) ON LAND LOCATED AT 3410 BUTTI WAY, APN 010-037-04.**

(6:00:08) – Chairperson Borders introduced the item. Ms. Sullivan presented the Staff Report and introduced Mr. Stucky as the applicant representative which, she noted, is Carson City. Mr. Stucky referenced the Request for Proposal (RFP) and stated that the Carson City Board of Supervisors had requested a public input component to the project. Chairperson Borders entertained public comments.

(6:11:20) – Jennifer Blake introduced herself via conference call and explained that their home backed into the subject property. She also believed that the wall behind her home was city owned. Chairperson Borders explained that Ms. Blake’s questions would be answered after all public comments were heard.

(6:13:17) – Mr. Stucky believed the wall was not city owned; however, he offered to look into it to be certain. He also described the public input process which would seek input regarding the project features.

Mr. Stucky also explained that the Board of Supervisors will review the development agreement of the project, although he was uncertain of the timeline, but estimated it to be within three to six months. Chairperson Borders indicated that this item was strictly for zoning and not for the design or development. Commissioner Tingle recommended reaching out to the “CSH Group” which she described as a housing solutions group for financing “affordable” and “supportive” housing. Mr. Stucky offered to pass the information along to the developer. Commissioner Dawers spoke in favor of affordable housing and the project. Commissioner Perry clarified that this request was for zoning the land as Multi-Family Apartment (MFA) and was not an approval for the project. Chairperson Borders entertained further discussion and when none was forthcoming, a motion.

**(6:22:12) – MOTION: Vice Chair Dawers moved to recommend to the Board of Supervisors approval of the Zoning Map Amendment ZA-2020-0004 as presented. The motion was seconded by Commissioner Tingle.**

<b>RESULT:</b>	<b>APPROVED (6-1-0)</b>
<b>MOVER:</b>	Dawers
<b>SECONDER:</b>	Tingle
<b>AYES:</b>	Borders, Dawers, Perry, Preston, Tingle, Wiggins
<b>NAYS:</b>	Esswein
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

(6:29:18) – Ms. Warren notified the Chair that Mr. Johnson had sent an email wishing to clarify that Commissioner Esswein’s vote was “nay” as it hadn’t been clearly identified via videoconference. Vice Chair Dawers also read Commissioner Esswein’s comment on WebEx, noting that the meeting process was “a little flawed”.

**F. STAFF REPORTS (NON-ACTION ITEMS)**

**F.1 -DIRECTOR’S REPORT TO THE COMMISSION.**

(6:23:30) – Mr. Plemel informed the Commission that the City Ordinance for a moratorium on the growing of hemp would go to the second reading on the May 2, 2020 Board of Supervisors Meeting. He also thanked the Commission for their participation and for providing public comment opportunities via WebEx. Mr. Plemel explained that the Planning Commission was one of the State commissions required to meet monthly; therefore, Staff would continue plan for upcoming meetings accordingly.

**-FUTURE AGENDA ITEMS.**

(6:25:24) – Mr. Plemel reminded the Commission that the annual Growth Management report will be presented during the May 27, 2020 Planning Commission meeting. He also noted that a Special Use Permit request and a rezoning of a vacant property request will be agendized as well.

**-COMMISSIONER REPORTS/COMMENTS.**

(6:27:58) – Commissioner Perry was informed that the Title 18 Review workshops will be reagendaized for now; however, Mr. Plemel was in favor of finding ways to post the information for the Commission’s review should they not be able to meet in person.

**G. PUBLIC COMMENT**

(6:29:00) – There were no public comments.

**H. FOR POSSIBLE ACTION: ADJOURNMENT**

**(6:30:28) – Chairperson Borders adjourned the meeting at 6:30 p.m.**

The Minutes of the, April 29, 2020 Carson City Planning Commission meeting are so approved this 27<sup>th</sup> day of May, 2020.