

**DRAFT MINUTES**  
**Carson City Planning Commission Regular Meeting**  
**Wednesday, May 27, 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 (via WebEx)  
Hope Sullivan, Planning Manager  
Benjamin Johnson, Deputy District Attorney (via WebEx)  
Steven Pott  y, Engineering Project Manager (via WebEx)  
Heather Ferris, Associate Planner  
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**

(4:59:01) – Chairperson Borders called the meeting to order at 4:59 p.m. Roll was called and a quorum was present. Vice Chairperson Dawers led the Pledge of Allegiance.

| <b>Attendee Name</b>                  | <b>Status</b> | <b>Arrived</b> |
|---------------------------------------|---------------|----------------|
| Chairperson Charles Borders, Jr.      | Present       |                |
| Vice Chair Alex Dawers                | 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**

(5:00:04) – Chairperson Borders introduced the item and noted that public comments will be heard at this time; however, they will be discussed during the relevant portions on the agenda. Greg Short introduced himself and expressed his objection to agenda item E-3, noting that the lots should remain at the one-acre

size, to conform with the existing zoning. Mr. Short had also submitted his comments in writing and are incorporated into the record.

(5:02:17) – Krista Leach of Valley View Trust introduced herself and her husband, Lawrence Leach, and commented on agenda item E-3, reiterating her objection which had been submitted in writing and incorporated into the record.

**C. FOR POSSIBLE ACTION: APPROVAL OF THE MINUTES – APRIL 29, 2020.**

(5:05:37) – Chairperson Borders introduced the item and entertained comments and/or corrections.

**(5:06:04) – Vice Chair Dawers moved to approve the minutes of the April 29, 2020 meeting minutes as presented. The motion was seconded by Commissioner Tingle.**

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| <b>RESULT:</b>      | <b>APPROVED (7-0-0)</b>                                   |
| <b>MOVER:</b>       | Dawers  |
| <b>SECONDER:</b>    | Tingle  |
| <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**

(5:06:40) – Chairperson Borders introduced the item. Ms. Sullivan stated that there were no modifications to the agenda.

**E. MEETING ITEMS**

**PUBLIC HEARING**

**E.1 LU-2020-0013 - FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A TIME EXTENSION TO SUP-15-077, A SPECIAL USE PERMIT TO ALLOW A 90 UNIT MULTI-FAMILY APARTMENT COMPLEX ON PROPERTY ZONED RETAIL COMMERCIAL-PLANNED UNIT DEVELOPMENT (RC-P), LOCATED ON 3808 GS RICHARDS BLVD., APNS 007-461-22 AND -23.**

(5:07:09) – Chairperson Borders introduced the item. Ms. Sullivan presented the Staff report, incorporated into the record, and responded to clarifying questions. She also acknowledged the presence of Developer Mark Turner via teleconference. Mr. Turner reiterated his request for the extension, due to issues relating to the COVID-19 pandemic, and noted that he was in agreement with the conditions of approval stated in the Staff Report.

(5:14:52) – Vice Chair Dawers recommended having “a cap” on the extension. Ms. Sullivan explained that this request is due to circumstances beyond the developer’s control and gave the Commission several options to consider such as extending the project for a year, providing an extension until December 2021, or considering a different extension date.

(5:15:19) – Commissioner Tingle noted the several extensions the project had received, as outlined in Staff Report. Ms. Sullivan explained to Chairperson Borders that the extension “should be framed according to these findings from the [Carson City Municipal] Code.” Discussion ensued regarding water and sewer entitlements and Mr. Pottéy clarified for Commissioner Preston that since there are several potential developments in the area, the impact studies have to include the entitled project as a demand in the report. Mr. Turner clarified that the apartment projects nearby had been underway prior to the COVID-19 outbreak and had already secured their financing, adding that the non-payment of rent risks had still not been “removed from the market,” adding that the one year extension (from this date) may jeopardize receiving loans based on the marketplace response. Vice Chair Dawers was in favor of the one-year extension. Commissioner Perry acknowledged the financial issues in the marketplace and was in favor of granting a one-year extension. Chairperson Borders entertained a motion.

**(5:27:21) – Commissioner Esswein moved to extend the expiration date of SUP-15-077 to December 17, 2021 subject to an additional condition of approval which states: “At the time of application for a construction permit, a signal warrant analysis at the intersection of North Carson Street and Silver Oak Drive, a water main analysis, and a sewer main analysis must be submitted for review. If any infrastructure is shown to exceed capacity, the project will be responsible to pay its pro rata share to upgrade the infrastructure based on the amount that the project causes the infrastructure to exceed capacity.” The motion was seconded by Commissioner Perry.**

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

## **PUBLIC HEARING**

**E.2 LU-2020-0010 - FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A SPECIAL USE PERMIT FOR A RESIDENTIAL USE ON LAND ZONED GENERAL COMMERCIAL (GC), LOCATED AT 3993 LEPIRE DRIVE, APN 010-351-15.**

(5:28:05) – Chairperson Borders introduced the item. Ms. Sullivan presented the Staff Report with accompanying photographs and responded to clarifying questions. She also noted that applicant Mark Funk was present via conference call to respond to questions.

(5:32:49) – Mr. Pottéy explained that a drainage study was required prior to obtaining a building permit, due to the proximity of the creek and that they did not anticipate any stormwater detention. He also clarified for Commissioner Tingle that a traffic study was not required because it did not meet the “80 trips per peak hour.” Commissioner Wiggins inquired about the bicycle rack requirement and Ms. Sullivan read the appropriate development standard specifying the location and the orientation of the building which applied to the bicycle racks. Ms. Sullivan clarified the Residential Construction Tax information for Commissioner Perry.

(5:40:23) – Mr. Funk acknowledged reading and agreeing with the Conditions of Approval in the Staff Report. Chairperson Borders entertained a motion.

**(5:41:29) – Vice Chair Dawers moved to approve LU-2020-0010 based on the ability to make the required findings, and subject to the conditions of approval contained in the staff report. The motion was seconded by Commissioner Wiggins.**

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| <b>RESULT:</b>      | <b>APPROVED (7-0-0)</b>                                   |
| <b>MOVER:</b>       | Dawers  |
| <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 ZA-2020-0005 - FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A ZONING MAP AMENDMENT TO CHANGE THE ZONING FROM SINGLE-FAMILY ONE ACRE (SF1A) TO SINGLE-FAMILY 6,000 (SF6), ON PROPERTY LOCATED AT THE NORTHEAST CORNER OF SILVER SAGE DRIVE AND CLEARVIEW DRIVE, APN 009-124-03.**

(5:42:04) – Chairperson Borders introduced the item. Ms. Ferris presented the Staff Report, incorporated into the record, and responded to clarifying questions. Mr. Pottéy also addressed the previously received public comments, especially those relating to traffic, water, and sewer. He stated that a traffic impact study will be required, and that the project will connect to the City’s sewer and water and that the density was accounted for in the Master Plan.

(5:51:18) – Ms. Sullivan also addressed the public comments by Mr. Short and Ms. Leach, noting that what’s being discussed is a Zoning Map Amendment and that the appropriate notification will go out when an application is received for the subdivision of land, which would allow the Commission to review utilities, traffic, neighborhood compatibility, and other details of a development design for which public input will be sought. Ms. Ferris informed Commissioner Perry that the Medium Density Residential zoning had been in the Master Plan since 2006. Mr. Pottéy gave background on the ground water wells in the area and noted that the area residents may abandon their wells to tie into the City water.

(5:55:00) – Applicant representative Susan Pansky introduced herself and thanked Staff for their comments and presentation. She reiterated the fact that the Master Plan had been in place for the property since 2006 as Medium Density Residential which allows eight units per acre. There were no additional comments; therefore, Chairperson Borders entertained a motion.

**(5:56:53) – Commissioner Dawers moved to recommend to the Board of Supervisors approval of the zoning map amendment ZA-2020-0005 as presented. The motion was seconded by Commissioner Preston.**

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

## **PUBLIC HEARING**

**E.4 LU-2020-0014 - FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A SPECIAL USE PERMIT FOR A NEW SCALE HOUSE AT THE CITY LANDFILL ON PROPERTY ZONED PUBLIC REGIONAL AND GENERAL COMMERCIAL LOCATED AT 4000 FLINT DRIVE, APN 010-691-04.**

(5:57:41) – Chairperson Borders introduced the item. Ms. Ferris presented the Staff Report and accompanying documentation, all of which are incorporated into the record, and responded to clarifying questions. Ms. Ferris also noted that City Engineer Dan Stucky, Public Works Operations Manager Rick Cooley, and Public Work Project Manager Darren Anderson were available via teleconference to respond to questions. Mr. Cooley noted that the scale house would replace a “broken down” facility. He also outlined the new process that will allow inbound vehicles to use the landfill more efficiently. The applicants stated that they agreed with the Conditions of Approval outlined in the Staff Report. Chairperson Borders entertained a motion.

**(6:04:50) – MOTION: Commissioner Tingle moved to approve Special Use Permit LU-2020-0014, based on the findings and subject to the conditions of approval contained in the staff report. The motion was seconded by Commissioner Perry.**

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| <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  |

**(6:05:46) – Chairperson Borders recessed the Planning Commission.**

### **GROWTH MANAGEMENT COMMISSION AGENDA**

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

(6:05:48) – Chairperson Borders Called the meeting to order. Roll Was called and a quorum was present

#### **F.2 PUBLIC COMMENT**

(6:06:14) – Chairperson Borders entertained public comments; however, none were forthcoming.

#### **F.3 FOR POSSIBLE ACTION: APPROVAL OF THE MINUTES – JUNE 26, 2019**

(6:06:31) – Chairperson Borders introduced the item.

**(6:06:38) – Commissioner Tingle moved to approve the minutes of the June 26, 2019 Growth Management Commission meeting. The motion was seconded by Chairperson Borders.**

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| <b>RESULT:</b>      | <b>APPROVED (5-0-2)</b>                    |
| <b>MOVER:</b>       | Tingle                                     |
| <b>SECONDER:</b>    | Borders                                    |
| <b>AYES:</b>        | Borders, Esswein, Preston, Tingle, Wiggins |
| <b>NAYS:</b>        | None                                       |
| <b>ABSTENTIONS:</b> | Dawers, Perry                              |
| <b>ABSENT:</b>      | None                                       |

#### **F.4 PUBLIC HEARING MATTERS**

**F.5 GM-2020-0001 - FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE GROWTH MANAGEMENT ORDINANCE FOR THE YEARS**

**2021 AND 2022 AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2023 AND 2024; ESTABLISHING THE NUMBER OF BUILDING PERMIT ALLOCATIONS WITHIN THE DEVELOPMENT AND GENERAL PROPERTY OWNER CATEGORIES; AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE FOR COMMERCIAL AND INDUSTRIAL BUILDING PERMITS AS A THRESHOLD FOR GROWTH MANAGEMENT COMMISSION REVIEW.**

(6:07:22) – Chairperson Borders introduced the item. Mr. Plemel provided a PowerPoint presentation, incorporated into the Staff Report and the record, which included the Staff recommendations and responded to clarifying questions. Commissioner Perry complimented Staff on the “great planning document” which involved comments from the relevant City departments. He also received clarification from Mr. Plemel that the Development Property Owner category represented subdivisions or projects with 31 or more units. Commissioner Preston was informed that the analysis included “Master Plan Densities of projects that we haven’t seen at all,” with some assumptions and also included “the specific numbers [which] the Planning Commission has approved.” Commissioner Tingle expressed concern over the City’s groundwater source which had come from Lyon and Douglas counties. She was also worried about school overcrowding and access to healthcare as the City experienced more growth. Commissioner Tingle raised the issue of housing affordability, noting that the median house price was above the reach of the median income earners. There were no additional comments. Chairperson Borders entertained a motion.

**(6:33:53) – Commissioner Perry moved to recommend to the Board of Supervisors approval of a maximum of 672 residential building permit entitlements for 2021, and to continue the commercial and industrial development annual average water usage threshold of 15,000 gallons per day for Growth Management Commission review, and including distributions and allocations for future years as further provided in the draft Board of Supervisors Resolution. The motion was seconded by Commissioner Esswein.**

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

## **F.6 PUBLIC COMMENT**

(6:35:20) – There were no public comments.

## **G. FOR POSSIBLE ACTION: TO ADJOURN AS THE GROWTH MANAGEMENT COMMISSION**

(6:35:40) – Chairperson Borders adjourned the Growth Management Commission.

**H. RECONVENE AS THE PLANNING COMMISSION**

(6:35:42) – Chairperson Borders reconvened the Planning Commission

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

(6:35:47) – Chairperson Borders introduced the item.

**I.1 - DIRECTOR'S REPORT TO THE COMMISSION. (LEE PLEMEL)**

(6:35:50) – Mr. Plemel announced that given the Governor's next phase of the COVID-19 reopening plan, he anticipated having more Staff presence in the Sierra Room at the next Planning Commission meeting. He also noted that the next Title 18 Workshop will take place on June 30, 2020.

**- FUTURE AGENDA ITEMS**

(6:37:26) – Mr. Plemel expected several Special Use Permit requests at the next meeting and expected to have the next phase discussion for hemp cultivation regulations. He also noted that the investigation was on-going, after which a “show cause” report will be brought to the Planning Commission. In response to a question by Commissioner Perry, Mr. Plemel stated that the next Commission will emulate the public attendance format of the Board of Supervisors meeting.

**- COMMISSIONER REPORTS/COMMENTS**

(6:38:27) – Commissioner Preston requested an update on the Tahoe Western Asphalt plant and Mr. Plemel indicated the Appeal was scheduled for the June 4, 2020 Board of Supervisors meeting.

(6:41:14) – Chairperson Borders inquired about an apartment unit on Lepire Drive which he believed was not zoned correctly. He also recommended having the Title 18 workshops whether in person or via WebEx.

**J. PUBLIC COMMENT**

(6:42:30) – There were no public comments.

**K. FOR POSSIBLE ACTION: ADJOURNMENT**

(6:43:00) – Chairperson Borders adjourned the meeting at 6:43 p.m.

The Minutes of the, May 27, 2020 Carson City Planning Commission meeting are so approved this 24<sup>th</sup> day of June, 2020.