

**DRAFT MINUTES**  
**Carson City Planning Commission Regular Meeting**  
**Wednesday, September 30, 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)  
Steven Pottéy, Engineering Project Manager  
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**

(5:06:10) – Chairperson Borders called the meeting to order at 5:06 p.m. Roll was called and a quorum was present. Commissioner Tingle 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 (via WebEx)	
Commissioner Paul Esswein	Present	
Commissioner Richard Perry	Present	
Commissioner Teri Preston	Present	5:23 p.m.
Commissioner Hope Tingle	Present	
Commissioner Jay Wiggins	Present	

**B. PUBLIC COMMENTS**

(5:06:30) – Chairperson Borders introduced the item and read the *Notice to Public*, incorporated into the agenda, regarding the way public comment will be handled during the Governor's Declaration of Emergency directive caused by the COVID-19 pandemic. He noted that the public comments will be heard at this time; however, they will be discussed during the relevant portions on the agenda.

(5:08:05) – Chairperson Borders entertained public comments; however, none were forthcoming.

(5:08:15) – Deputy Public Works Director Dan Stucky introduced newly hired City Engineer Randall Rice and provided background. Chairperson Borders welcomed Mr. Rice.

**C. FOR POSSIBLE ACTION: APPROVAL OF THE MINUTES – AUGUST 26, 2020 AND SEPTEMBER 2, 2020 WORKSHOP.**

(5:09:49) – Chairperson Borders introduced the item and entertained comments and/or corrections. Vice Chair Dawers noted that during the discussion of Item E-9 (of the August 26, 2020 minutes) the sentence “*Vice Chair Dawers was informed that the Conservation Reserve districts would allow agricultural use*” should be clarified to add that he had specifically inquired whether “*another crop that has a strong odor (such as garlic) could be grown there*” and wished to include in the record that it could.

**(5:01:15) – Commissioner Esswein moved to approve the minutes of the August 26, 2020 meeting as clarified. The motion was seconded by Commissioner Tingle.**

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

**(5:11:49) – Commissioner Esswein moved to approve the minutes of the September 2, 2020 workshop as presented. The motion was seconded by Commissioner Tingle**

<b>RESULT:</b>	<b>APPROVED (5-0-1)</b>
<b>MOVER:</b>	Esswein
<b>SECONDER:</b>	Tingle
<b>AYES:</b>	Borders, Esswein, Perry, Tingle, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	Dawers
<b>ABSENT:</b>	Preston

**D. MODIFICATION OF AGENDA**

(5:12:12) – Chairperson Borders introduced the item and was informed by Mr. Plemel that Public Hearing Item E.8 would be continued to the October 28, 2020 meeting at the request of the applicant; however, a motion would still be required for the continuance.

**E. MEETING ITEMS****PUBLIC HEARING****E.1 LU-2020-0022 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUIRED ADMINISTRATIVE REVIEW OF A METAL STORAGE CONTAINER ON PROPERTY ZONED RETAIL COMMERCIAL (RC), LOCATED AT 2462 NORTHGATE LANE, APN 002-061-32.**

(5:13:22) – Chairperson Borders introduced the item. Ms. Ferris gave background on the five-year compliance review of the metal storage container, and presented the Staff Report with accompanying documentation, all of which are incorporated into the record. She also noted that the container had been well-maintained, had remained in the same location, and that no changes had been proposed by the applicant. Ms. Ferris stated that the applicant was out of town and unable to be reached during this meeting, and recommended approval with an additional Condition of Approval (Number Eight) to read:

8. *Any further review that may be required by the code shall be administrative, although the Community Development Director may refer the review to the Planning Commission.*

(5:15:32) – Chairperson Borders received confirmation that “if we approve this it’s still contingent upon [the applicant] to accept the Conditions of Approval.” Discussion ensued on reasons why an item would be referred to the Planning Commission and Ms. Sullivan indicated opposition from neighbors would be an example of why the Commission would address the item in five years. Chairperson Borders entertained a motion.

**(5:18:25) – Commissioner Esswein moved to approve LU-2020-0022, 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.**

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

**PUBLIC HEARING****E.2 LU-2020-0035 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUIRED ADMINISTRATIVE REVIEW OF METAL STORAGE CONTAINERS ON PROPERTY ZONED, RETAIL COMMERCIAL (RC), LOCATED AT 333 NORTH CARSON STREET, APN 002-392-05.**

(5:19:03) – Chairperson Borders introduced the item. Ms. Sullivan presented the Staff Report, and recommended approval, similar to the previous item, with an additional Condition of Approval (Number Eight) to read:

8. *Any further review that may be required by the code shall be administrative, although the Community Development Director may refer the review to the Planning Commission.*

(5:21:25) – Applicant and JM Furniture President Jeff Herman introduced himself via telephone and noted that he had read and agreed with the Conditions of Approval. He also clarified for Commissioner Perry that the three storage containers did not have any electrical or other utility hookups. Chairperson Borders entertained a motion.

**(5:22:17) – Vice Chair Dawers moved to approve LU-2020-0035, 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 Perry.**

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

#### PUBLIC HEARING

#### **E.3 LU-2020-0023 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT TO MODIFY A MUNICIPAL WELL SITE BY ADDING AN EMERGENCY BACKUP GENERATOR ON PROPERTY ZONED SINGLE FAMILY 21,000 PLANNED UNIT DEVELOPMENT (SF21-P), LOCATED AT 4669 EAST 5TH STREET, APN 010-384-08.**

(5:23:10) – Chairperson Borders introduced items E.3 and E.4 concurrently and noted that Commissioner Preston was now present. Ms. Sullivan provided an overview for items E.3, E.4, E.5, and E.6 and clarified that the wells currently exist; therefore, the request is to install emergency generators as hazard mitigation in order not to interrupt water service. She also presented the Staff Reports for items E.3 and E.4 which are incorporated into the record noting that both items must be acted upon separately. Ms. Sullivan introduced the applicants: Deputy Public Works Director Dan Stucky, Project Manager Darren Anderson, and Water Utility Manager Eddie Quagliari.

(5:34:13) – Mr. Stucky referenced the late material, incorporated into the record and responded to clarifying questions. Chairperson Borders believed the space was not adequate because “we’re putting too much stuff in a very small space and we have space in other places to put it. It just seems to me a better decision.” Mr. Stucky believed the proposed location was preferable to the City. Commissioner

Wiggins inquired about the weekly testing of the generators and Mr. Stucky believed that was a “best practice” preference for the City; however, Vice Chair Dawers recommended testing based on the manufacturer’s suggestions. Mr. Anderson clarified for Chair Borders that “the [diesel] tank is on the lower portion [the base] of the generator.” Chairperson Borders entertained a motion.

**(5:45:04) – Commissioner Perry moved to approve LU-2020-0023, based on the ability to make the required findings and subject to the conditions of approval contained in the staff report.**

<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, Tingle, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

#### **PUBLIC HEARING**

**E.4 VAR-2020-0003 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A MAJOR VARIANCE FOR A FRONT SETBACK OF 5 FEET WHERE A 20 FOOT FRONT SETBACK IS REQUIRED SO AS TO ACCOMMODATE AN EMERGENCY BACKUP GENERATOR ON PROPERTY ZONED SINGLE FAMILY 21,000 PLANNED UNIT DEVELOPMENT (SF21-P), LOCATED AT 4669 EAST 5TH STREET, APN'S 010-384-08.**

(5:45:26) – Chairperson Borders entertained a motion.

**(5:45:33) – Commissioner Perry moved to approve VAR-2020-0003 based on the ability to make the required findings and subject to the conditions of approval contained in the staff report. Commissioner Esswein seconded the motion.** Chairperson Borders entertained additional comments and when none were forthcoming, a vote.

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

#### **PUBLIC HEARING**

**E.5 LU-2020-0024 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT TO MODIFY A MUNICIPAL WELL SITE BY ADDING AN EMERGENCY BACKUP GENERATOR ON PROPERTY ZONED PUBLIC REGIONAL (PR), LOCATED AT 2201 W COLLEGE PARKWAY, APN 007-521-01.**

(5:46:06) – Chairperson Borders introduced the item. Ms. Sullivan noted that the background information of the previous discussion (item E.3) would be applied to this item as well. She presented the Staff Report, incorporated into the record and responded to clarifying questions. Chairperson Borders entertained additional comments and when none were forthcoming, a motion.

**(5:49:27) – Commissioner Tingle moved to approve LU-2020-0024, 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.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Tingle
<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.6 LU-2020-0025 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT TO MODIFY A MUNICIPAL WELL SITE BY ADDING AN EMERGENCY BACKUP GENERATOR ON PROPERTY ZONED PUBLIC COMMUNITY (PC), LOCATED AT 603 MARSH ROAD, APN 010-021-43.**

(5:50:08) – Chairperson Borders introduced the item. Ms. Sullivan informed the Board that the introductory comments she had presented during item E.3 would be part of this record as well. She also presented the Staff Report, incorporated into the record, and responded to clarifying questions. Chairperson Borders entertained additional comments and when none were forthcoming, a motion.

**(5:51:55) – Commissioner Preston moved to approve LU-2020-0025, based on the ability to make the required findings and subject to the conditions of approval contained in the staff report. Commissioner Esswein seconded the motion.** Chairperson Borders entertained additional comments and when none were forthcoming, a vote.

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Preston
<b>SECONDER:</b>	Esswein
<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.7 LU-2020-0032 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT FOR A RESIDENTIAL USE ON PROPERTY ZONED RETAIL COMMERCIAL (RC), LOCATED AT 421 SOUTH CARSON MEADOWS DRIVE, APN 004-113-14.**

(5:52:32) – Chairperson Borders introduced the item. Ms. Ferris presented the Staff Report with accompanying documentation and explained that applicant Dung So Truong was participating via telephone to respond to commissioner questions. Mr. Truong confirmed reading the Staff Report and stated his agreement to the Conditions of Approval. Chairperson Borders entertained questions or comments and when none were forthcoming, a motion.

**(5:56:09) – Commissioner Esswein moved to approve LU-2020-0032 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.**

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

### PUBLIC HEARING

**E.8 LU-2020-0033 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT FOR A CONCRETE BATCH PLANT AND ROCK CRUSHING OPERATION, WITH SILOS EXCEEDING THE 45-FOOT HEIGHT LIMITATION ON PROPERTY ZONED GENERAL INDUSTRIAL AIRPORT (GIA), LOCATED AT 4500 RYAN WAY, APN 005-072-06.**

(5:56:44) – Chairperson Borders introduced the item. Ms. Ferris explained that the applicant had requested continuing the item to the October 28, 2020 Commission meeting per the memorandum which is incorporated into the record. Chairperson Borders entertained a motion.

**(5:57:23) – Commissioner Esswein moved to continue the item to the Planning Commission meeting of October 28, 2020. The motion was seconded by Commissioner Tingle**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Esswein
<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

#### PUBLIC HEARING

**E.9 LU-2020-0034 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW FOR RETAIL SALES AND PRODUCT PRODUCTION UTILIZING VINYL PRINTING, COMPUTERIZED NUMERICAL CONTROL (CNC) CUTTING, AND POWDER COATING ON PROPERTY ZONED RETAIL COMMERCIAL (RC) AND GENERAL COMMERCIAL (GC), LOCATED AT 220 EAST WILLIAM STREET, APN 002-155-06.**

(5:57:45) – Chairperson Borders introduced the item. Ms. Sullivan presented the agenda materials and noted that the applicant, Thomas Purnal, was attending the meeting via telephone. She also explained that Staff had received a phone call from a neighboring property owners regarding an outdoor generator on the property; however, the applicant had indicated the generator was being used for a temporary repair project, adding that they did not intend to use equipment outdoors, which is now incorporated into the Conditions of Approval. Another caller had been concerned about fumes and vapors; therefore, a condition has been added to ensure compliance with all applicable Nevada Department of Environmental Protection (NDEP) regulations. Ms. Sullivan clarified that the applicant has occupied the building; however, he has not yet received his business license to begin operations. She also informed Vice Chair Dawers that outside storage will not be allowed; however, the applicant may bring an item outside temporarily and return it inside after a short while.

(6:03:30) – Mr. Purnal indicated that he had read and was in agreement with the Conditions of Approval outlined in the Staff Report. Chairperson Borders entertained additional discussion and when none was forthcoming, a motion.

(6:03:51) – Commissioner Perry moved to approve LU-2020-0034 based on the findings and subject to the conditions of approval contained in the staff report. The motion was seconded by Commissioner Preston.

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

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

### - DIRECTOR'S REPORT TO THE COMMISSION

(6:04:19) – Chairperson Borders introduced the item. Mr. Plemel explained that the Board of Supervisors would review the Title 18, Chapters 18.02, 18.03, and 18.04 on October 1, 2020 after which the Commission will conduct a final review. He also reminded the Commissioners that the upcoming workshop will be conducted on October 7, 2020 to review Chapter 18.05. He encouraged members of the public to view the documents on the City's website at <https://carson.org/title18>. Mr. Plemel updated the Commission on the decision by the Board of Supervisors (on September 17, 2020) to allow the administrative approval of storage containers during the Temporary COVID-19 Emergency Ordinance to make more space for businesses such as restaurants, adding that only two businesses had taken advantage of the ordinance to date. Mr. Plemel reminded the Commission that the next Planning Commission meeting will take place in the Bob Boldrick Theater and that videoconferencing will be available.

### - FUTURE AGENDA ITEMS

(6:09:29) – Mr. Plemel indicated that agenda item E.8 will be continued to the next meeting in addition to Special Use Permit requests for an outdoor sign and a barn. He noted that the Tahoe Western Asphalt Special Use Permit review will be agendized as well.

### - COMMISSIONER REPORTS/COMMENTS

(6:11:50) – Chairperson Borders inquired about an identifying tag/sticker on administratively approved metal storage containers and billboards reflecting the approval and expiration dates. Commissioner Perry noted that he had been unaware of bus service from Carson City to the Tesla plant. He also invited the Commissioners to hear Ms. Sullivan at the next Rotary Club meeting on October 13, 2020 as she discussed development in Carson City. Commissioner Preston noted that she had discovered a wellhead off North Carson Street which was “in need of severe attention” and wished “to have that addressed.” Mr. Plemel requested the specific location from Commissioner Preston. Vice Chair Dawers received clarification

from Mr. Plemel that the administrative approval of metal storage containers will follow the City's permitting requirements.

**G. PUBLIC COMMENT**

(6:18:52) – There were no public comments.

**H. FOR POSSIBLE ACTION: ADJOURNMENT**

(6:19:32) – Chairperson Borders adjourned the meeting at 6:19 p.m.

The Minutes of the, September 30, 2020 Carson City Planning Commission meeting are so approved this 28<sup>th</sup> day of October, 2020.