

STAFF REPORT FOR THE PLANNING COMMISSION MEETING OF JANUARY 27, 2021

FILE NO: LU-2020-0048

AGENDA ITEM: E.3

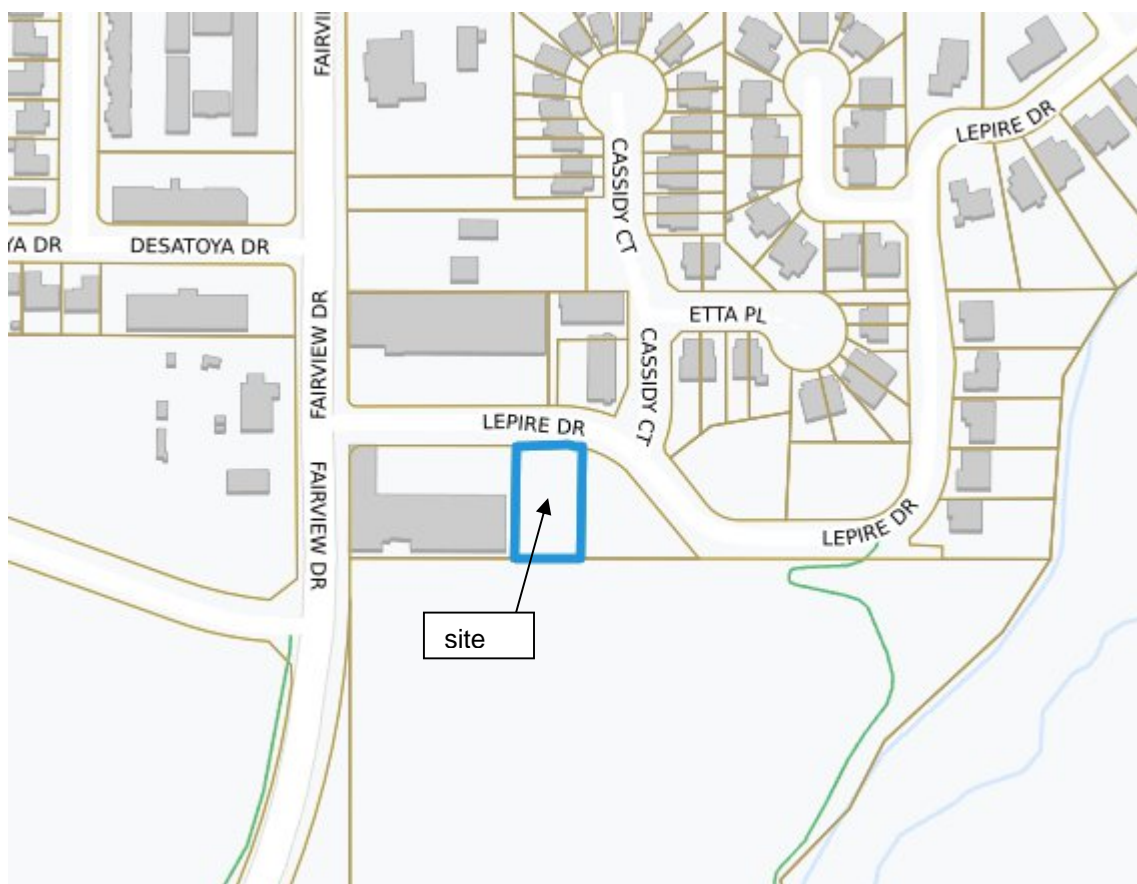
STAFF CONTACT: Hope Sullivan, AICP, Planning Manager

AGENDA TITLE: For Possible Action: Discussion and possible action regarding a request to modify a Special Use Permit (LU-2020-0010) for a residential use in a non-residential zoning district so as to house four units in two buildings instead of in one building on property zoned General Commercial (GC), located at 3993 Lepire Drive, APN 010-351-15. (Hope Sullivan, hsullivan@carson.org)

STAFF SUMMARY: On May 27, 2020 the Planning Commission approved a Special Use Permit (LU-2020-0010) for a residential use in a non-residential zoning district. Specifically, the applicant obtained approval for a fourplex with associated parking and open space. The applicant is now seeking to modify the special use permit so as to house the four units in two separate buildings. The Planning Commission is authorized to approve a modification to a Special Use Permit.

PROPOSED MOTION: "I move to approve LU-2020-0048, a modification to LU-2020-0010, based on the ability to make the required findings, and subject to the conditions of approval contained in the staff report."

VICINITY MAP:



RECOMMENDED CONDITIONS OF APPROVAL

(No changes to the conditions associated with LU-2020-0010 are proposed.)

1. All development shall be substantially in accordance with Special Use Permit plans and application materials on file with the Carson City Planning Division.
2. All on and off-site improvements shall conform to City standards and requirements.
3. The use for which this permit is approved shall commence within twelve (12) months of the date of final approval. A single, one (1) year extension must be requested in writing to the Planning and Community Development Department thirty (30) days prior to the one (1) year expiration date. Should this permit not be initiated within one (1) year and no extension granted, the permit shall become null and void.
4. The applicant must sign and return the Notice of Decision within ten (10) days of receipt of notification. If the Notice of Decision is not signed and returned within ten (10) days, then the item may be rescheduled for the next Planning Commission meeting for further consideration.
5. All trash and recycling containers on the site shall be screened with trash enclosures meeting the requirements of Section 1.2.6 of the Development Standards.
6. A bike rack shall be installed on site in accordance with Section 1.2.2 of the Development Standards.
7. The applicant shall submit information on any new exterior lighting that is proposed for installation with this facility. Exterior lighting shall comply with Carson City Development Standards, Division 1.3.
8. The applicant shall provide landscaping for the property in compliance with Carson City Development Standards, Division 3 – Landscaping.
9. At the time of construction plan review, the applicant must demonstrate that fencing and/or landscaping will be utilized to restrict access from the site to the adjacent open space. Alternatively, the applicant may enter into an access agreement with the City. If the applicant pursues the agreement, the agreement must be fully executed before issuance of any construction permits.
10. A technical drainage study must be submitted with the application for a building permit to ensure proper sizing of the detention basin.
11. The water main analysis must be updated to show required fire flow.
12. Sidewalk, curb, and gutter must be installed as shown, and a “No Parking” sign installed on the property frontage.
13. A full slope analysis must be submitted to confirm whether Hillside Development Standards apply.
14. The development will be subject to the collection of Residential Construction Tax (RCT), compliant with the Nevada Revised Statutes and Carson City Municipal Code (CCMC

15.60).

15. The applicant will be required to maintain all common landscape and open space areas within the development, including any landscaping in the street(s) right-of-ways in perpetuity.
16. The applicant will be required to incorporate “best management practices” into their construction documents and specifications to reduce the spread of noxious weeds.
17. Carson City is now a Bee Friendly USA City. As a result, the applicant shall use approximately 50% pollinator friendly plant material for any required landscape or open space areas on the project site.

LEGAL REQUIREMENTS: CCMC 18.02.080 (Special Use Permits), CCMC 18.04.135 General Commercial (GC); CCMC DS 1.18 Residential Development Standards in Non-Residential Districts

MASTER PLAN DESIGNATION: Mixed Use Commercial (MUC)

PRESENT ZONING: General Commercial (GC)

KEY ISSUES: Will the proposed fourplex as now designed still be compatible with the surrounding neighborhood and be in keeping with the standards of the Carson City Municipal Code?

SURROUNDING ZONING AND LAND USE INFORMATION:

- EAST: General Commercial / Trucking and Warehousing
- WEST: General Industrial / Vacant
- NORTH: General Commercial / Multi-family Residential
- SOUTH: Public Community / Open Space

ENVIRONMENTAL INFORMATION:

- FLOOD ZONE: Zone X
- EARTHQUAKE FAULT: Zone I (severe)
- FAULT ZONE: Within 500 feet
- SLOPE/DRAINAGE: Site is hillside

SITE DEVELOPMENT INFORMATION:

- LOT SIZE: .39 acres
- EXISTING DEVELOPMENT: Vacant
- PROPOSED DEVELOPMENT: four units in two buildings
- PROPOSED PARKING: 2 per unit

• SETBACKS:

	East	West	North	South
Required	0 feet	0 feet	0 feet	0 feet
Proposed	20 feet	41 feet	15 feet	49 feet

- VARIANCES REQUESTED: None

PREVIOUS REVIEWS:

MPR-2020-0007: Request to construct a fourplex with associated parking
LU-2020-0010: SUP for a residential use in a non-residential zoning district for a fourplex.

DISCUSSION:

On May 27, 2020, the applicant obtained a special use permit for a residential use in a non-residential zoning district to accommodate a fourplex. The applicant is now proposing that the four units be housed in two buildings as opposed to a single building. Access will still be from Lepire Drive. Four parking spaces are still proposed in the rear of the site, as is a trash enclosure. Approximately 4569 square feet of the site is proposed to be landscaped open space.

Each unit is proposed to be a two bedroom unit, with a two car garage. The two story building will have a building height to the mid-point of the roof of 22 feet 4 inches. Building materials are proposed to be architectural asphalt shingles on the roof, T1-11 grooved siding on the first floor exterior walls, and LP Smartside cedar textured lap siding on the second floor exterior walls. These are the same building materials as originally approved.

Conditions of approval #1 of special use permit LU-2020-0010, states "All development shall be substantially in accordance with Special Use Permit plans and application materials on file with the Carson City Planning Division." As the applicant is proposing to deviate from those plans, a modification to the special use permit is required. In considering the modification, the Planning Commission will consider the seven findings required for a Special Use Permit.

Per CCMC 18.04.120, multi-family dwellings are a conditional use in the General Commercial zoning district. Therefore, the use may only establish upon approval of a Special Use Permit by the Planning Commission.

PUBLIC COMMENTS: Public notices were mailed to 40 property owners within 500 feet of the subject property. As of the writing of this report, no letters from property owners in the vicinity of the proposed project have been received. Any comments that are received after this report is completed will be submitted to the Planning Commission prior to or at the meeting on January 27, 2021, depending on the date of submission of the comments to the Planning Division.

OTHER CITY DEPARTMENTS OR OUTSIDE AGENCY COMMENTS: The following comments were received by various city departments. Recommendations have been incorporated into the recommended conditions of approval, where applicable.

Building Division: no comments

Fire Department:

Project shall conform to the IFC and Northern Nevada Fire Code Amendments as adopted by Carson City.

Engineering Division:

The Engineering Division has no preference or objection to the modification of the special use request provided that the following conditions are met:

- a. The project must meet the conditions of approval from the original approval.
- b. The project must meet applicable Carson City Development Standards and Standard

The Engineering Division has reviewed the application within our areas of purview relative to adopted standards and practices and to the provisions of CCMC 18.02.080, Conditional Uses. The Engineering Division offers the following discussion:

C.C.M.C. 18.02.080 (5a) - Master Plan

The request is not in conflict with any Engineering Master Plans.

C.C.M.C. 18.02.080 (5b) – Use, Peaceful Enjoyment, Economic Value, Compatibility

Development Engineering has no comment on this finding.

C.C.M.C. 18.02.080 (5c) - Traffic/Pedestrians

The existing infrastructure and proposed drive isles are sufficient to provide safe access and circulation if conditions are met.

C.C.M.C. 18.02.080 (5d) - Public Services

The existing sewer, water, and storm drain infrastructure appear to be sufficient to provide service to the project if conditions are met.

C.C.M.C. 18.02.080 (5e) – Title 18 Standards

Development Engineering has no comment on this finding.

C.C.M.C. 18.02.080 (5f) – Public health, Safety, Convenience, and Welfare

The project meets engineering standards for health and safety.

C.C.M.C. 18.02.080 (5g) – Material Damage or Prejudice to Other Property

Development Engineering has no comment on this finding.

C.C.M.C. 18.02.080 (5h) – Adequate Information

The plans and reports provided were adequate for this analysis.

SPECIAL USE PERMIT FINDINGS: Staff's recommendation is based upon the findings as required by CCMC Section 18.02.080 (Special Use Permits) enumerated below and substantiated in the public record for the project.

1. *Will be consistent with the master plan elements.*

The subject property is designated Mixed-Use Commercial. This designation is intended to allow for a vertical or horizontal mix of uses on site, including some higher-density residential. This area is unusual in that although Lepire Drive, Etta Place, and Cassidy Court are all zoned General Commercial, these streets have been primarily developed with residential uses, while the properties fronting on Fairview Drive have development as non-residential. This has yielded a horizontal mixed-use area consistent with the Master Plan.

2. *Will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood; and will cause no objectionable noise, vibrations, fumes, odors, dust, glare or physical activity.*

This use will not be detrimental to the use, peaceful enjoyment, or economic value of surrounding properties. The site is to the east of the parking lot of a commercial site, to the north of City owned open space, west of vacant land, and across the street from a residential use. The drive aisles for the units are adjacent to the parking lot, creating

separation between the commercial parking lot and residential uses.

Staff is concerned that the site not be designed to provide for direct access to the City owned open space. Informal access could result to erosion and damage to the area. The applicant must demonstrate at the time of construction plan review that fencing and/or landscaping will be utilized to restrict access to the open space, or, alternatively, must enter into an access agreement with the City.

3. *Will have little or no detrimental effect on vehicular or pedestrian traffic.*

The proposed use will not have a detrimental effect on vehicular or pedestrian traffic. As part of the development, sidewalk, curb, and gutter will be installed along the property's frontage. This will improve safety for pedestrians. Additionally, "No Parking" signs will be installed along Lepire Drive. The applicant has proposed 4 parking spaces per unit so as to accommodate guest parking on site.

4. *Will not overburden existing public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage, and other public improvements.*

The existing sewer, water, and storm drain infrastructure are sufficient to provide service to the project. The modification from four units in one building to four units in two buildings will not create increased demand on schools or police.

5. *Meets the definition and specific standards set forth elsewhere in this title for such particular use and meets the purpose statement of that district.*

Multi-family residential development is a conditional use in accordance with CCMC 18.04.135 and requires a Special Use Permit. With the approval of this Special Use Permit and recommended conditions of approval, the project will meet the definition and specific standards required to support this use in the General Commercial zoning district.

Residential uses proposed in non-residential zoning districts are subject to specific criteria outlined in the Carson City Development Standards, Section 1.18 – Residential Development Standards in Non-Residential Districts. The development standards and how the proposed project meets them are addressed below.

1.18 Residential Development Standards in Non-Residential Districts.

1. Permitted uses. Residential uses are only allowed as permitted by Chapter 18.04, Use Districts, as a primary or conditional use in the applicable zoning districts.

The proposed multi-family use is a conditional use allowed with the approval of a Special Use Permit in the General Commercial (GC) zoning district.

2. Maximum permitted density. There is no maximum residential density within non-residential zoning districts subject to meeting the height, setback, parking and open space requirements of Chapter 18.04.

The proposed application complies with the height limitations, setback requirements, parking requirements, and open space requirements.

3. Maximum building height shall be the maximum height established by the zoning district in which the project is located.

The maximum building height in the General Commercial zoning district is 45 feet. The building, as measured to the midpoint of the roof, has a height of approximately 22 feet, 4 inches, thus complying with the limitation.

4. Setbacks. Minimum setbacks shall be those established by the zoning district in which the project is located, subject to the following:

- a. In the NB, RC, GC and GO zoning districts, a minimum setback of 20 feet is required adjacent to a residential zoning district, with an additional 10 feet for each story above one story if adjacent to a single-family zoning district.

The subject property is not adjacent to residential zoning. Therefore, the setback requirement on all four sides is zero.

- b. A minimum setback of 10 feet is required from the right-of-way of an arterial street as identified in the adopted Transportation Master Plan, excluding the Downtown Mixed-Use area.

Lepire Drive is not identified in the Transportation Master Plan as an arterial street.

5. Required parking. Two spaces per dwelling unit, and in compliance with the Development Standards Division 2, Parking and Loading.

Per Division 2, two parking spaces are required for each dwelling unit. If on-street parking is not permitted on adjacent streets, guest parking at a ratio of one space per two units must be accommodated on site. This would require a total of ten parking spaces. The applicant proposes to provide a two car garage for each unit, and to provide four guest parking space, thus exceeding the requirement.

6. Open Space.

- a. A minimum of 150 square feet per dwelling unit of common open space must be provided. For projects of 10 or more units, areas of common open space may only include contiguous landscaped areas within no dimension less than 15 feet, and a minimum of 100 square feet per unit of the common open space area must be designed for recreation, which may include but not be limited to picnic areas, sports courts, a softscape covered with turf, sand or similar materials acceptable for use by young children, including play equipment and trees, within no dimension less than 25 feet.

- b. A minimum of 100 square feet of additional open space must be provided for each unit either as private open space or common open space.

- c. Front and street side yard setback areas may not be included toward meeting the open space requirements.

With this requirement, a total of 1000 square feet of open space is required. The applicant has identified a 4589 square foot of open space throughout the site. Since there are no setbacks, there are no deductions. Therefore, this requirement is met.

7. Landscaping. Landscaping shall comply with the Carson City Development Standards Division 3, Landscaping.

The applicant has identified areas for landscaping, but has not provided a detailed landscape plan. A detailed landscape plan that demonstrates compliance with Development Standards, Division 3, should be submitted with the construction plans. Staff has included this statement in the conditions of approval.

8. Special Use Permit review standards. Where a residential use is a conditional use within a given zoning district, the Planning Commission shall make two of the following findings in the affirmative in the review of the Special Use Permit in addition to the required findings of Section 18.02.080 of the Carson City Municipal Code.

a. The development is not situated on a primary commercial arterial street frontage.

This finding can be met. Lepire Drive is not a primary commercial arterial.

b. The development is integrated into a mixed-use development that includes commercial development.

c. The applicant has provided evidence that the site is not a viable location for commercial uses.

d. The site is designated Mixed-Use Commercial, Mixed-Use Residential or Mixed-Use Employment on the Master Plan Land Use Map and the project meets all applicable mixed-use criteria and standards.

This finding can be met. The Master Plan land use designation is Mixed-Use Commercial.

6. *Will not be detrimental to the public health, safety, convenience and welfare.*

As conditioned, the proposed development will not be detrimental to public health, safety, convenience and welfare. The use is compatible with other residential uses in the neighborhood.

7. *Will not result in material damage or prejudice to other property in the vicinity.*

The proposed project will not result in material damage to other property in the vicinity. Conditions are recommended to ensure that the proposed development will not create damage to the open space to the south by mandating a physical access barrier or an access agreement.

Attachments:

Application (LU-2020-0048)

Carson City Planning Division
108 E. Proctor Street • Carson City NV 89701
Phone: (775) 887-2180 • E-mail: planning@carson.org

FOR OFFICE USE ONLY:

CCMC 18.02.080

SPECIAL USE PERMIT

FEE*: \$2,450.00 MAJOR
\$2,200.00 MINOR (Residential
zoning districts)
+ noticing fee

*Due after application is deemed complete by
staff

☐ **SUBMITTAL PACKET – 4 Complete Packets (1 Unbound
Original and 3 Copies) including:**

- ☐ Application Form
- ☐ Detailed Written Project Description
- ☐ Site Plan
- ☐ Building Elevation Drawings and Floor Plans
- ☐ Special Use Permit Findings
- ☐ Master Plan Policy Checklist
- ☐ Applicant's Acknowledgment Statement
- ☐ Documentation of Taxes Paid-to-Date
- ☐ Project Impact Reports (Engineering)

☐ **CD or USB DRIVE with complete application in PDF**

Application Received and Reviewed By: _____

Submittal Deadline: Planning Commission application
submittal [schedule](#).

Note: Submittals must be of sufficient clarity and detail for
all departments to adequately review the request. Additional
information may be required.

FILE

APPLICANT PHONE #

MAILING ADDRESS, CITY, STATE, ZIP

EMAIL ADDRESS

PROPERTY OWNER PHONE #

MAILING ADDRESS, CITY, STATE, ZIP

EMAIL ADDRESS

APPLICANT AGENT/REPRESENTATIVE PHONE #

MAILING ADDRESS, CITY STATE, ZIP

EMAIL ADDRESS

Project's Assessor Parcel Number(s):

Street Address

Project's Master Plan Designation

Project's Current Zoning

Nearest Major Cross Street(s)

Please provide a brief description of your proposed project and/or proposed use below. Provide additional pages to describe your request in more detail.

PROPERTY OWNER'S AFFIDAVIT

I, _____, being duly deposed, do hereby affirm that I am the record owner of the subject property, and that I have
knowledge of, and I agree to, the filing of this application.

Signature

Address

Date

Use additional page(s) if necessary for additional owners.

STATE OF NEVADA)
COUNTY)

On _____, 2_____, _____, personally appeared before me, a notary public,
personally known (or proved) to me to be the person whose name is subscribed to the foregoing document and who acknowledged to me that he/she
executed the foregoing document.

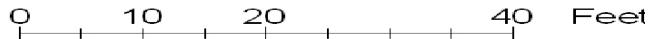
Notary Public

NOTE: If your project is located within the Historic District or airport area, it may need to be scheduled before the Historic Resources Commission or the
Airport Authority in addition to being scheduled for review by the Planning Commission. Planning staff can help you make this determination.

SPECIAL USE PERMIT CHECKLIST

Each application must include the following:

1. Detailed Written Project Description
2. Special Use Permit Findings
3. Master Plan Policy Checklist
4. Documentation of Taxes Paid to Date
5. Project Impact Reports: Provide documentation regarding project impacts related to traffic, drainage, water, and sewer, including supportive calculations and/or reports required per the Carson City Development Standards, Divisions 12, 14 and 15. Contact Development Engineering to determine if these are necessary for your project at (775) 887-2300.
6. Building Elevation Drawings and floor plans
7. Site plan including the following information:
 - a. The site plan shall be drawn on quality paper (minimum size of 8.5 inches by 11 inches) at an appropriate scale or dimension to depict the parcel. Any site plan larger than 8.5 inches by 11 inches must be folded.
 - b. Show a north point arrow and site plan scale. A bar scale is preferred because when the drawings are reduced, it will still show an accurate scale. A bar scale could appear like this for a project that has a scale of one inch equals 20 feet on the original site plan:



- c. Vicinity map must be shown on the site plan. This is a map, not to scale, that you would provide a visitor unfamiliar with the area as directions to get to your property. It will show adjacent streets.
 - d. Title block in lower right-hand corner including:
 - i. Applicant's name, mailing address, and daytime phone number (including area code).
 - ii. The name, mailing address, and daytime phone number of the person preparing the site plan, if different from applicant.
 - iii. The name, mailing address, and daytime phone number of the record owner of the subject property, if different from applicant.
 - iv. Assessor Parcel Number(s) (APN) and address (location, if no address) of the subject property.
 - v. Project title and permit request. (Example: Variance, Special Use Permit).
8. Property lines of the subject property with dimensions indicated.
9. All existing and proposed structures shall be shown, including:
 - a. Distances from property lines indicated by dimensions.
 - b. Distances between buildings shall be indicated on the site plan.
 - c. Clearly label existing and proposed structures and uses, and show dimensions.
 - d. Square footage of all existing and proposed structures.
 - e. If a commercial or multi-family project, show all elevations and submit roof plans showing all proposed roof equipment and means of screening from view along with plans for trash receptacle screening and loading/unloading area location and design.
 - f. Elevations of any proposed structures/additions.
 - g. All easements.
10. Show curb, gutter, sidewalks, ADA facilities, PFD, circulation.
11. Project access:
 - a. Show the location of proposed street access and all existing accesses of neighboring properties including across the street.
 - b. Show adjoining street names.
 - c. Show all curb cuts with dimension.
12. Show the Assessor Parcel Number(s) of adjoining parcels.

13. Show all existing and proposed parking, landscape islands and traffic aisles, with dimensions. If you are requesting approval for off-site parking within 300 feet, provide site plans showing (1) parking on your site, (2) parking on the off-site parking lot, and (3) how much of the off-site parking area is required for any business other than your own.
14. Show location of existing and proposed utilities and drainage facilities, and indicate whether overhead or underground. Show the location of any septic lines/fields.
15. If specific landscape areas are required or provided, show with dimensions.
16. Show location of all proposed amenities, such as gazebos, retaining walls, retention areas, etc.

SPECIAL USE PERMIT APPLICATION FINDINGS

State law requires that the Planning Commission consider and support the statements below with facts in the record. These are called "FINDINGS". Since staff's recommendation is based on the adequacy of your findings, you need to complete and attach the required findings with as much detail as possible to ensure that there is adequate information supporting your proposal.

THE FINDINGS BELOW ARE PROVIDED IN THE EXACT LANGUAGE FOUND IN THE CARSON CITY MUNICIPAL CODE (CCMC), FOLLOWED BY EXPLANATIONS TO GUIDE YOU IN YOUR RESPONSE. ON A SEPARATE SHEET TO BE INCLUDED WITH YOUR COMPLETE APPLICATION, LIST EACH FINDING AND PROVIDE A RESPONSE IN YOUR OWN WORDS. ANSWER THE QUESTIONS AS COMPLETELY AS POSSIBLE TO PROVIDE THE PLANNING COMMISSION WITH THE DETAILS NECESSARY TO CONSIDER YOUR PROJECT. IF A FINDING DOES NOT APPLY TO YOUR SITUATION, EXPLAIN WHY.

CCMC 18.02.080(5) FINDINGS. Findings from a preponderance of evidence must indicate that the proposed use:

1. Will be consistent with the objectives of the Master Plan elements.

Explanation: Explain how your project will further and be in keeping with, and not contrary to, the goals of the Master Plan elements. Turn to the Master Plan Policy Checklist included with this application. The Master Plan Policy Checklist for Special Use Permits and Major Project Reviews addresses five items that appear in the Carson City Master Plan. Each theme looks at how a proposed development can help achieve the goals of the Carson City Master Plan. Address each theme; a check indicates that the proposed development meets the applicable Master Plan Policy. Provide written support of the policy statement in your own words as a part of these findings. For additional guidance, please refer to the Carson City Master Plan document on our website at www.carson.org/planning or you may contact the Planning Division to review the document in our office or request a copy.

2. Will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood; and is compatible with and preserves the character and integrity of adjacent development and neighborhoods or includes improvements or modifications either on-site or within the public right-of-way to mitigate development related to adverse impacts such as noise, vibrations, fumes, odors, dust, glare or physical activity.

Explanation:

- A. Describe the general types of land uses and zoning designations adjoining your property (for example: North: grocery store, Retail Commercial zoning)
- B. Explain why your project is similar to existing development in the neighborhood, and why it will not hurt property values or cause problems, such as noise, dust, odors, vibration, fumes, glare, or physical activity, etc. with neighboring property owners. Have other properties in your area obtained approval of a similar request? How will your project differ in appearance from your neighbors? Your response should consider the proposed physical appearance of your proposal, as well as comparing your use to others in the area.
- C. Provide a statement explaining how your project will not be detrimental to the use, peaceful enjoyment or development of surrounding properties and the general neighborhood.
- D. If outdoor lighting is to be a part of the project, please indicate how it will be shielded from adjoining property and the type of lighting (wattage/height/placement) provided.

- E. Describe the proposed landscaping, including screening and arterial landscape areas (if required by the zoning code). Include a site plan with existing and proposed landscape shown on the plan which complies with City ordinance requirements.
- F. Explain any short-range and long-range benefit to the people of Carson City that will occur if your project is approved.

3. Will have little or no detrimental effect on vehicular or pedestrian traffic.

Explanation: Consider the pedestrian and vehicular traffic that currently exists on the road serving your project. What impact will your development have to pedestrian and vehicular traffic when it is successfully operating? Will additional walkways and traffic lights be needed? Will you be causing traffic to substantially increase in the area? State how you have arrived at your conclusions.

4. Will not overburden existing public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage and other public improvements.

- Explanation:
- A. How will your project affect the school district? Will your project add to the student population or will it provide a service to the student population?
 - B. How will your project affect police and fire protection?
 - C. Is the water supply serving your project adequate to meet your needs without degrading supply and quality to others in the area? Is there adequate water pressure? Are the lines in need of replacement? Is your project served by a well? Contact the Development Engineering Division at (775) 887-2300 for assistance with this item, if applicable.
 - D. If your project will result in the covering of land area with paving or a compacted surface, how will drainage be accommodated? Contact the Development Engineering Division at (775) 887-2300 for assistance with this item, if applicable.
 - E. Is there adequate capacity in the sewage disposal trunk line that you will connect to in order to serve your project, or is your site on a septic system? Contact the Development Engineering Division at (775) 887-2300 for assistance with this item, if applicable.
 - F. What kind of road improvements are proposed or needed to accommodate your project? Contact the Development Engineering Division at (775) 887-2300 for assistance with this item, if applicable.
 - G. Indicate the source of the information that you are providing to support your conclusions and statements made in this application (private engineer, Development Engineering, Public Works, Transportation, title report or other sources).

5. Meets the definition and specific standards set forth elsewhere in Carson City Municipal Code, Title 18 for such particular use and meets the purpose statement of that district.

Explanation: Explain how your project meets the purpose statement of the zoning district in which it is located and how it meets the specific standards that are set forth in that zoning district. In CCMC Section 18.04, Use Districts, find the zoning district where your property is located. Refer to the purpose statement at the beginning of the zoning district section and explain how your project meets the purpose statement of that district. In addition, find the specific Intensity and Dimensional Standards for your zoning district in either CCMC Section 18.04.190 (Residential) or CCMC Section 18.04.195 (Non-Residential) and explain how your project meets these specific standards. To access the Carson City Municipal Code, visit our website at www.carson.org/planning.

6. Will not be detrimental to the public health, safety, convenience and welfare.

Explanation: Provide a statement explaining how your project will not be detrimental to the public health, safety, convenience and welfare. If applicable, provide information on any benefits that your project will provide to the general public.

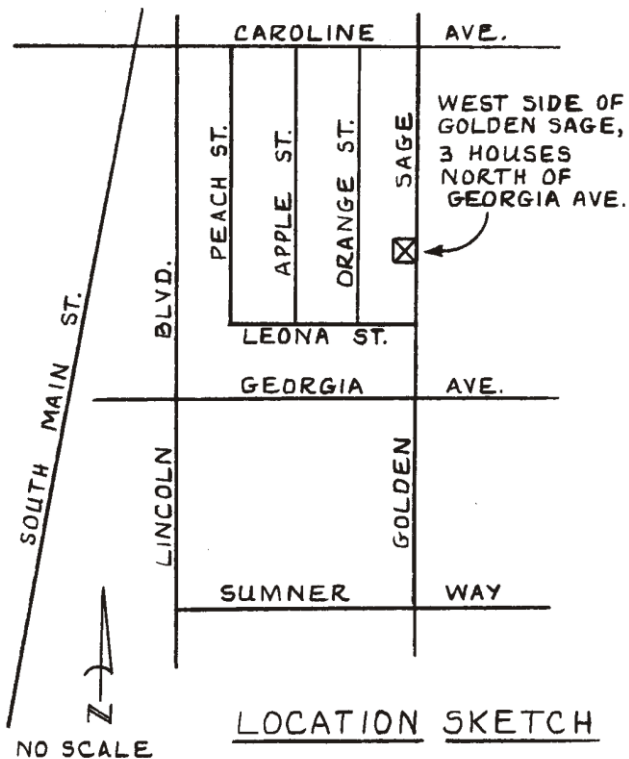
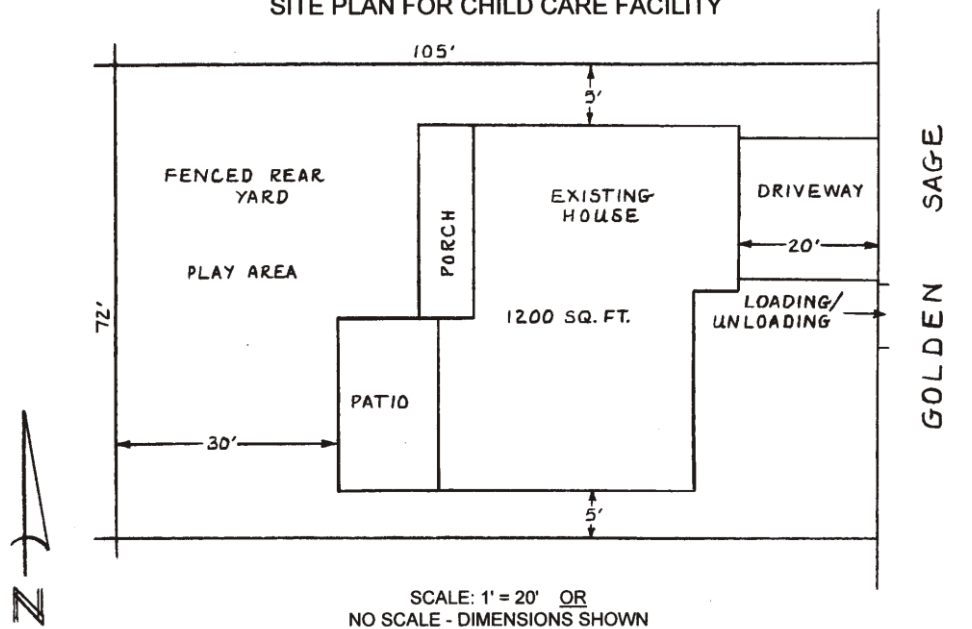
7. Will not result in material damage or prejudice to other property in the vicinity, as a result of proposed mitigation measures.

Explanation: Provide a statement explaining how your project will not result in material damage or prejudice to other property in the vicinity.

If there is any additional information that would provide a clearer picture of your proposal that you would like to add for presentation to the Planning Commission, please be sure to include it in your detailed description.

EXAMPLE SITE PLAN

SITE PLAN FOR CHILD CARE FACILITY



OWNER: John Doe
123 Anyplace
Carson City NV 89701
(775) 333-3333

APPLICANT: SAME

REQUEST: To allow a childcare facility

LOCATION: 123 Golden Sage Drive

ZONING: Single Family 6,000 (SF6)

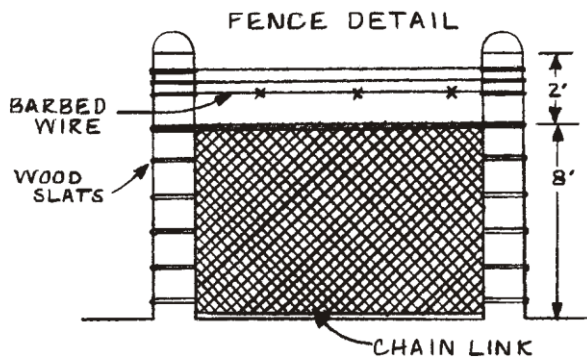
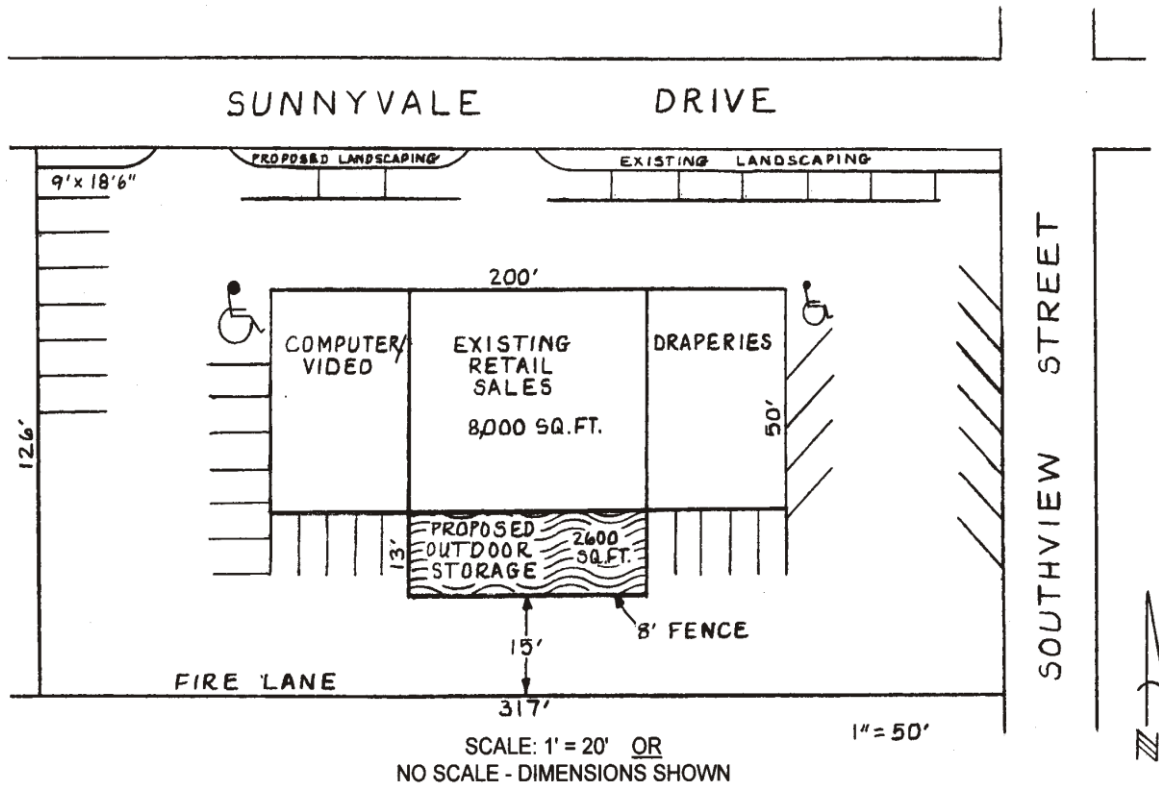
MASTER PLAN LAND USE DESIGNATION: Low Density Residential

APN: 005-215-25

Site Plan Prepared By John Doe

EXAMPLE SITE PLAN

SITE PLAN FOR COMMERCIAL OUTDOOR STORAGE



OWNER: John Doe
123 Anyplace
Carson City NV 89701
(775) 111-1111

APPLICANT: Jane Smith
345 Someplace
Carson City NV 89701
(775) 222-2222

REQUEST: To allow outdoor storage in Retail Commercial (RC) zone

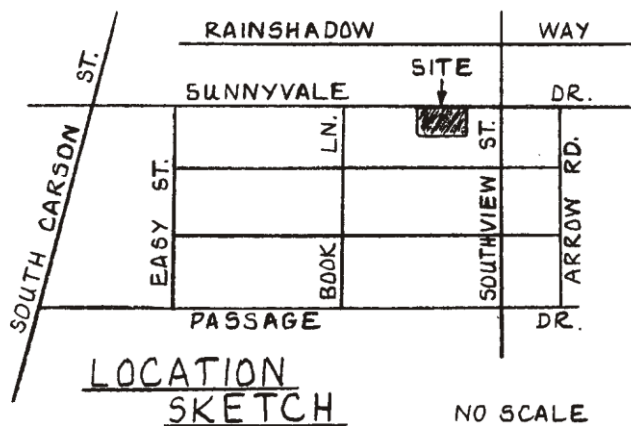
LOCATION: 123 Anyplace

ZONING: Retail Commercial (RC)

MASTER PLAN LAND USE DESIGNATION: Commercial

APN: 005-215-25

Site Plan Prepared By Jane Smith



Master Plan Policy Checklist

Special Use Permits & Major Project Reviews & Administrative Permits

PURPOSE

The purpose of a development checklist is to provide a list of questions that address whether a development proposal is in conformance with the goals and objectives of the 2006 Carson City Master Plan that are related to non-residential and multi-family residential development. This checklist is designed for developers, staff, and decision-makers and is intended to be used as a guide only.

Development Name: _____

Reviewed By: _____

Date of Review: _____

DEVELOPMENT CHECKLIST

The following five themes are those themes that appear in the Carson City Master Plan and which reflect the community's vision at a broad policy level. Each theme looks at how a proposed development can help achieve the goals of the Carson City Master Plan. A check mark indicates that the proposed development meets the applicable Master Plan policy. The Policy Number is indicated at the end of each policy statement summary. Refer to the Comprehensive Master Plan for complete policy language.

CHAPTER 3: A BALANCED LAND USE PATTERN



The Carson City Master Plan seeks to establish a balance of land uses within the community by providing employment opportunities, a diverse choice of housing, recreational opportunities, and retail services.

Is or does the proposed development:

- ☐ Meet the provisions of the Growth Management Ordinance (1.1d, Municipal Code 18.12)?
- ☐ Use sustainable building materials and construction techniques to promote water and energy conservation (1.1e, f)?
- ☐ Located in a priority infill development area (1.2a)?
- ☐ Provide pathway connections and easements consistent with the adopted Unified Pathways Master Plan and maintain access to adjacent public lands (1.4a)?

- ☐ Protect existing site features, as appropriate, including mature trees or other character-defining features (1.4c)?
- ☐ At adjacent county boundaries or adjacent to public lands, coordinated with the applicable agency with regards to compatibility, access and amenities (1.5a, b)?
- ☐ In identified Mixed-Use areas, promote mixed-use development patterns as appropriate for the surrounding context consistent with the land use descriptions of the applicable Mixed-Use designation, and meet the intent of the Mixed-Use Evaluation Criteria (2.1b, 2.2b, 2.3b, Land Use Districts, Appendix C)?
- ☐ Meet adopted standards (e.g. setbacks) for transitions between non-residential and residential zoning districts (2.1d)?
- ☐ Protect environmentally sensitive areas through proper setbacks, dedication, or other mechanisms (3.1b)?
- ☐ Sited outside the primary floodplain and away from geologic hazard areas or follows the required setbacks or other mitigation measures (3.3d, e)?
- ☐ Provide for levels of services (i.e. water, sewer, road improvements, sidewalks, etc.) consistent with the Land Use designation and adequate for the proposed development (Land Use table descriptions)?
- ☐ If located within an identified Specific Plan Area (SPA), meet the applicable policies of that SPA (Land Use Map, Chapter 8)?

CHAPTER 4: EQUITABLE DISTRIBUTION OF RECREATIONAL OPPORTUNITIES



The Carson City Master Plan seeks to continue providing a diverse range of park and recreational opportunities to include facilities and programming for all ages and varying interests to serve both existing and future neighborhoods.

Is or does the proposed development:

- ☐ Provide park facilities commensurate with the demand created and consistent with the City's adopted standards (4.1b)?
- ☐ Consistent with the Open Space Master Plan and Carson River Master Plan (4.3a)?

CHAPTER 5: ECONOMIC VITALITY



The Carson City Master Plan seeks to maintain its strong diversified economic base by promoting principles which focus on retaining and enhancing the strong employment base, include a broader range of retail services in targeted areas, and include the roles of technology, tourism, recreational amenities, and other economic strengths vital to a successful community.

Is or does the proposed development:

- ☐ Encourage a citywide housing mix consistent with the labor force and non-labor force populations (5.1j)
- ☐ Encourage the development of regional retail centers (5.2a)
- ☐ Encourage reuse or redevelopment of underused retail spaces (5.2b)?
- ☐ Support heritage tourism activities, particularly those associated with historic resources, cultural institutions and the State Capitol (5.4a)?
- ☐ Promote revitalization of the Downtown core (5.6a)?
- ☐ Incorporate additional housing in and around Downtown, including lofts, condominiums, duplexes, live-work units (5.6c)?

CHAPTER 6: LIVABLE NEIGHBORHOODS AND ACTIVITY CENTERS



The Carson City Master Plan seeks to promote safe, attractive and diverse neighborhoods, compact mixed-use activity centers, and a vibrant, pedestrian-friendly Downtown.

Is or does the proposed development:

- ☐ Use durable, long-lasting building materials (6.1a)?
- ☐ Promote variety and visual interest through the incorporation of varied building styles and colors, garage orientation and other features (6.1b)?
- ☐ Provide variety and visual interest through the incorporation of well-articulated building facades, clearly identified entrances and pedestrian connections, landscaping and other features consistent with the Development Standards (6.1c)?
- ☐ Provide appropriate height, density and setback transitions and connectivity to surrounding development to ensure compatibility with surrounding development for infill projects or adjacent to existing rural neighborhoods (6.2a, 9.3b 9.4a)?
- ☐ If located in an identified Mixed-Use Activity Center area, contain the appropriate mix, size and density of land uses consistent with the Mixed-Use district policies (7.1a, b)?
- ☐ If located Downtown:
 - Integrate an appropriate mix and density of uses (8.1a, e)?
 - Include buildings at the appropriate scale for the applicable Downtown Character Area (8.1b)?
 - Incorporate appropriate public spaces, plazas and other amenities (8.1d)?
- ☐ Incorporate a mix of housing models and densities appropriate for the project location and size (9.1a)?

CHAPTER 7: A CONNECTED CITY

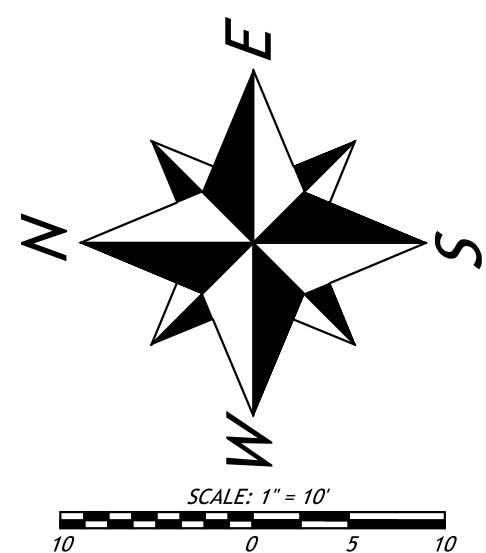
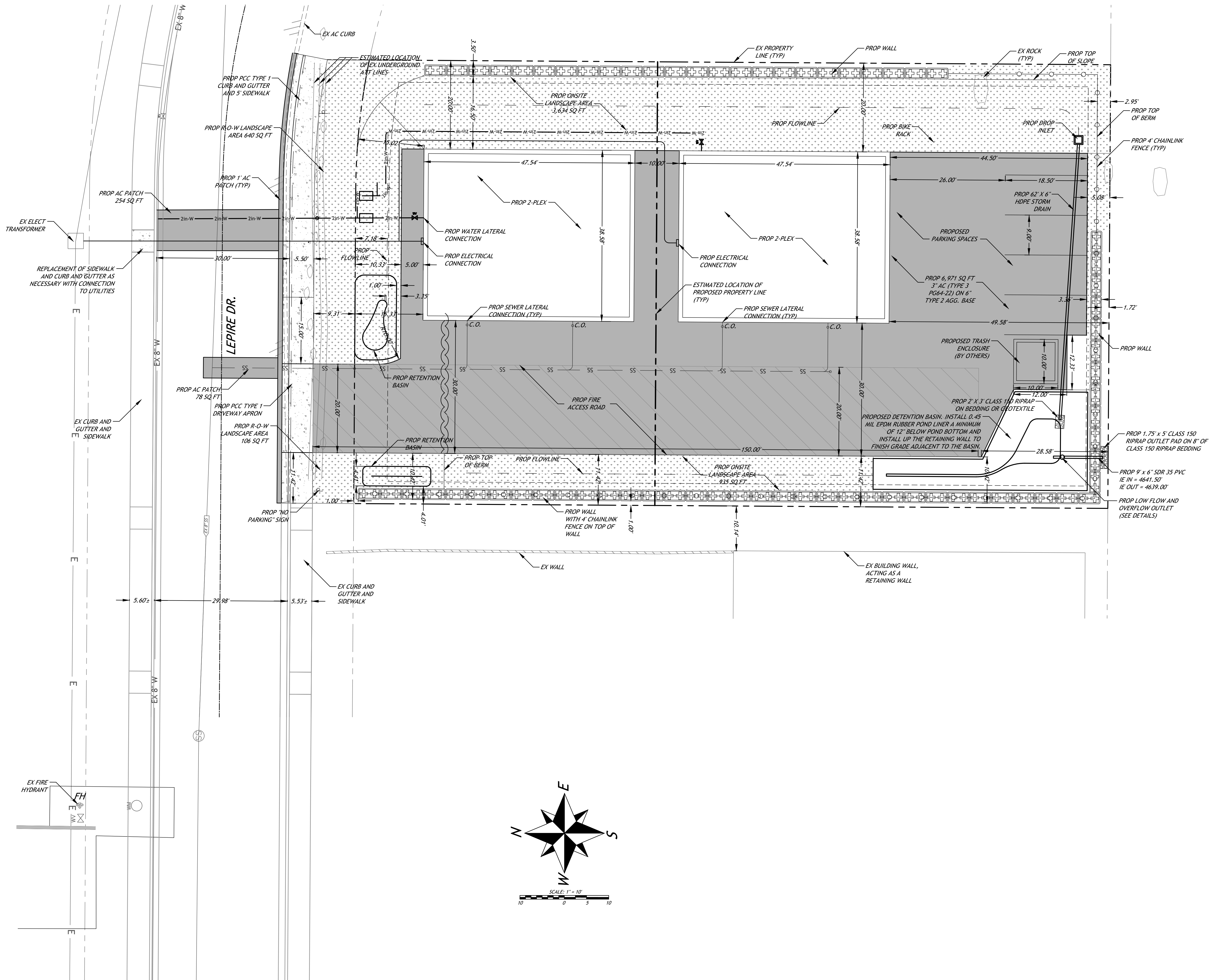


The Carson City Master Plan seeks promote a sense of community by linking its many neighborhoods, employment areas, activity centers, parks, recreational

amenities and schools with an extensive system of interconnected roadways, multi-use pathways, bicycle facilities, and sidewalks.

Is or does the proposed development:

- ☐ Promote transit-supportive development patterns (e.g. mixed-use, pedestrian-oriented, higher density) along major travel corridors to facilitate future transit (11.2b)?
- ☐ Maintain and enhance roadway connections and networks consistent with the Transportation Master Plan (11.2c)?
- ☐ Provide appropriate pathways through the development and to surrounding lands, including parks and public lands, consistent with the Unified Pathways Master Plan (12.1a, c)?

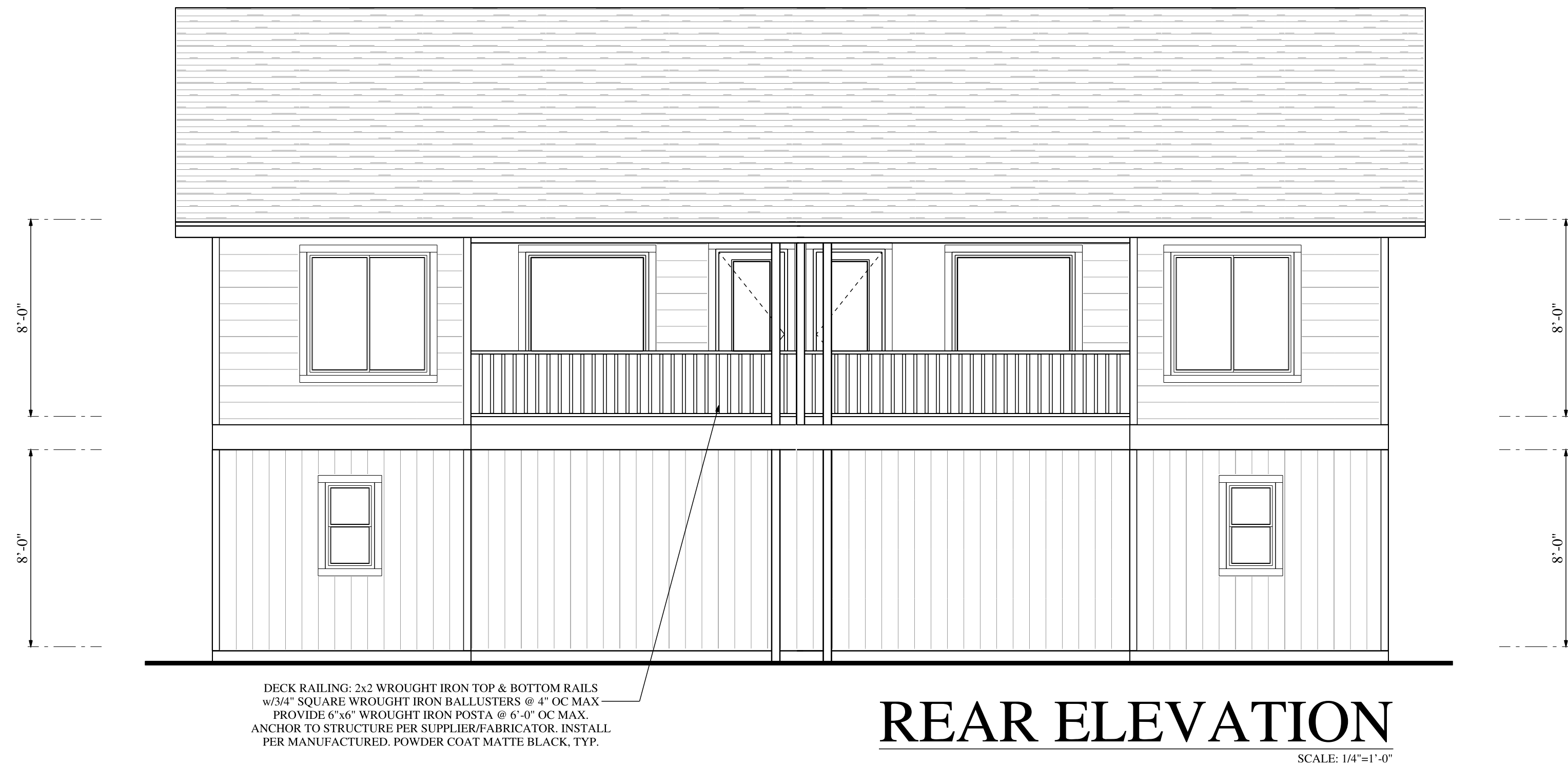


revisions	
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Earth Logics, LLC
P.O. Box 2479
Gardnerville, NV 89410
(775) 781-9357 (PH)

SPECIAL USE PERMIT REVISION
3993 LEPIRE DRIVE
APN: 010-351-15
CARSON CITY
NV

drawing information	
DESIGNED BY:	BAM
DATE:	NOVEMBER 2020
CHECKED BY:	
DRAWN BY:	BAM
CHECKED BY:	
DWG NAME:	PLAN 3993 Lepire.DWG
JOB #:	122-001-001-014
SCALE H:	1"=10'
SCALE V:	N/A
CITY APPROVAL:	
DATE:	



NO.	REVISIONS/ISSUE	DATE

PROJECT INFORMATION


3993 Lepire Dr. Townhomes

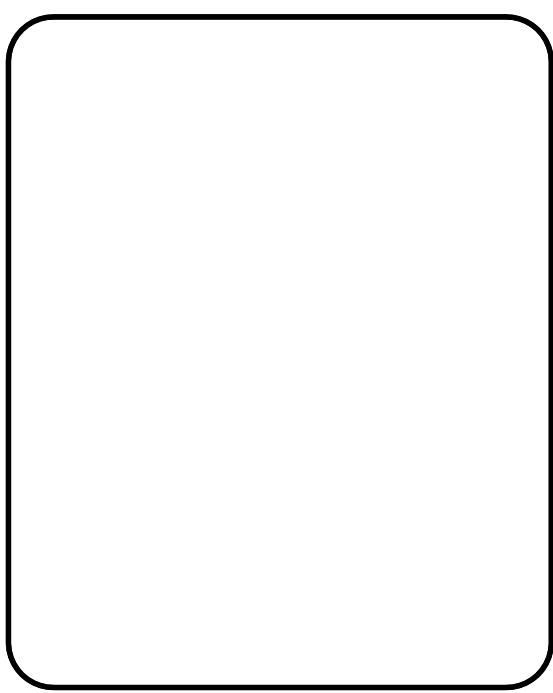
3993 Lepire Drive - Carson City, NV

APN: 010-351-15

SHEET TITLE:

ELEVATIONS

**Clark Engineering & Design**
bec.clarkengineering@gmail.com
1800 East William Street Suite #B
Carson City, NV 89701
(775) 241-8801



DATE	SHEET
November 16, 2020	A5

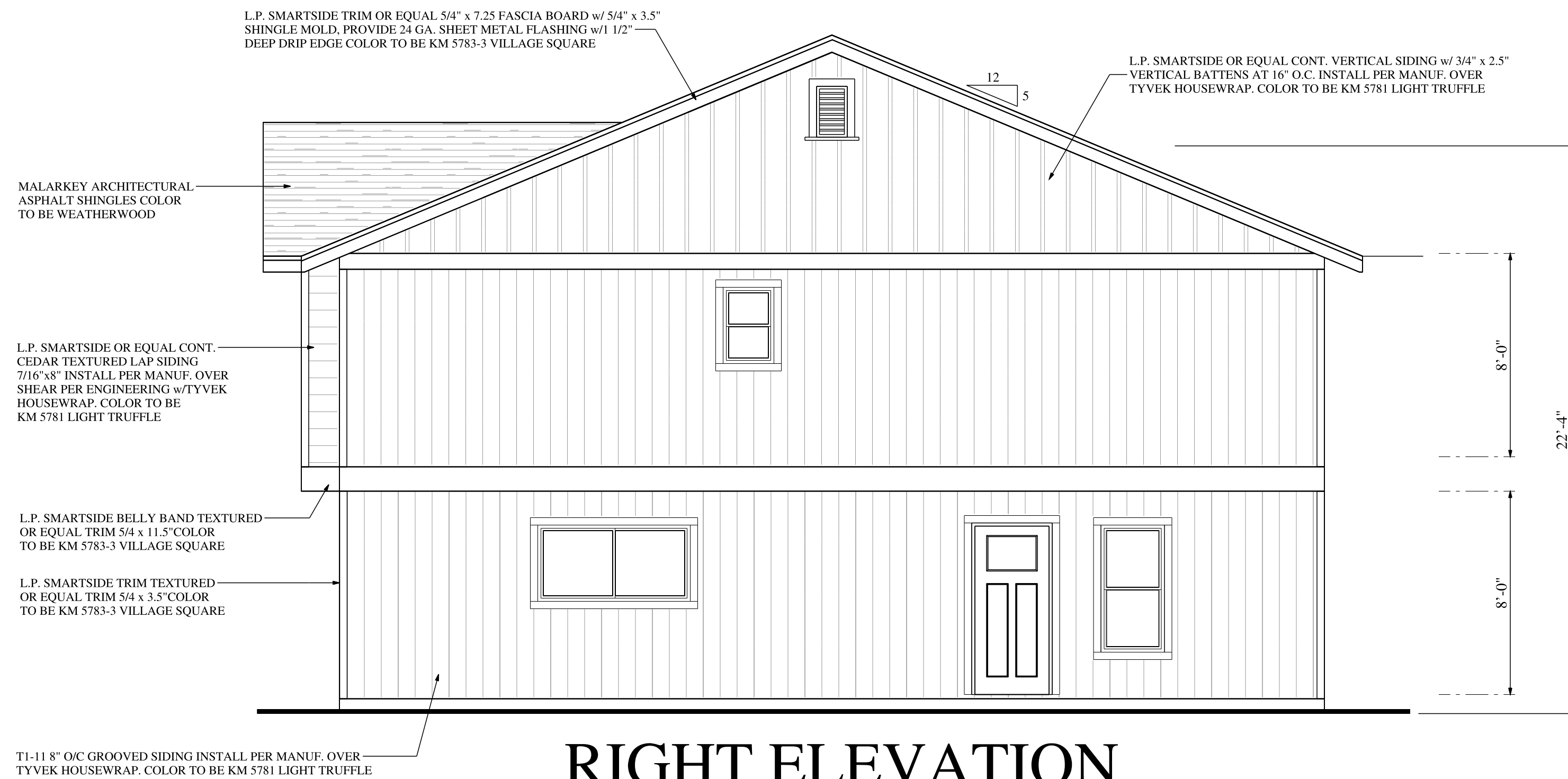


TYPICAL ELEVATION NOTES

- ① ALL WINDOWS & DOORS SHALL HAVE A MAXIMUM U-FACTOR OF 0.30 AND SHGC FACTOR OF 0.6
- ② THE ADDRESS MUST BE A MINIMUM OG 6" IN HEIGHT WITH A 1/2" STROKE (IPC 505.1 AS AMENDED) AND VISIBLE FROM BOTH DIRECTIONS OF TRAVEL.
- ③ ALL EXTERIOR FINISH MATERIAL MUST BE INSTALLED IN STRICT ACCORDANCE WITH THE MANUFACTURERS SPECIFICATIONS. TRANSITIONS AND DETAILING REQUIRED BETWEEN DISSIMILAR MATERIALS WITH THE RELATED MANUFACTURERS FOR PROPER WEATHERSEALING, TRANSITIONS AND TERMINATIONS. TYPICAL.

FRONT ELEVATION

SCALE: 1/4"=1'-0"



RIGHT ELEVATION

SCALE: 1/4"=1'-0"

PROJECT INFORMATION

3993 Lepire Dr. Townhomes
3993 Lepire Drive - Carson City, NV
APN: 010-351-15

SHEET TITLE:

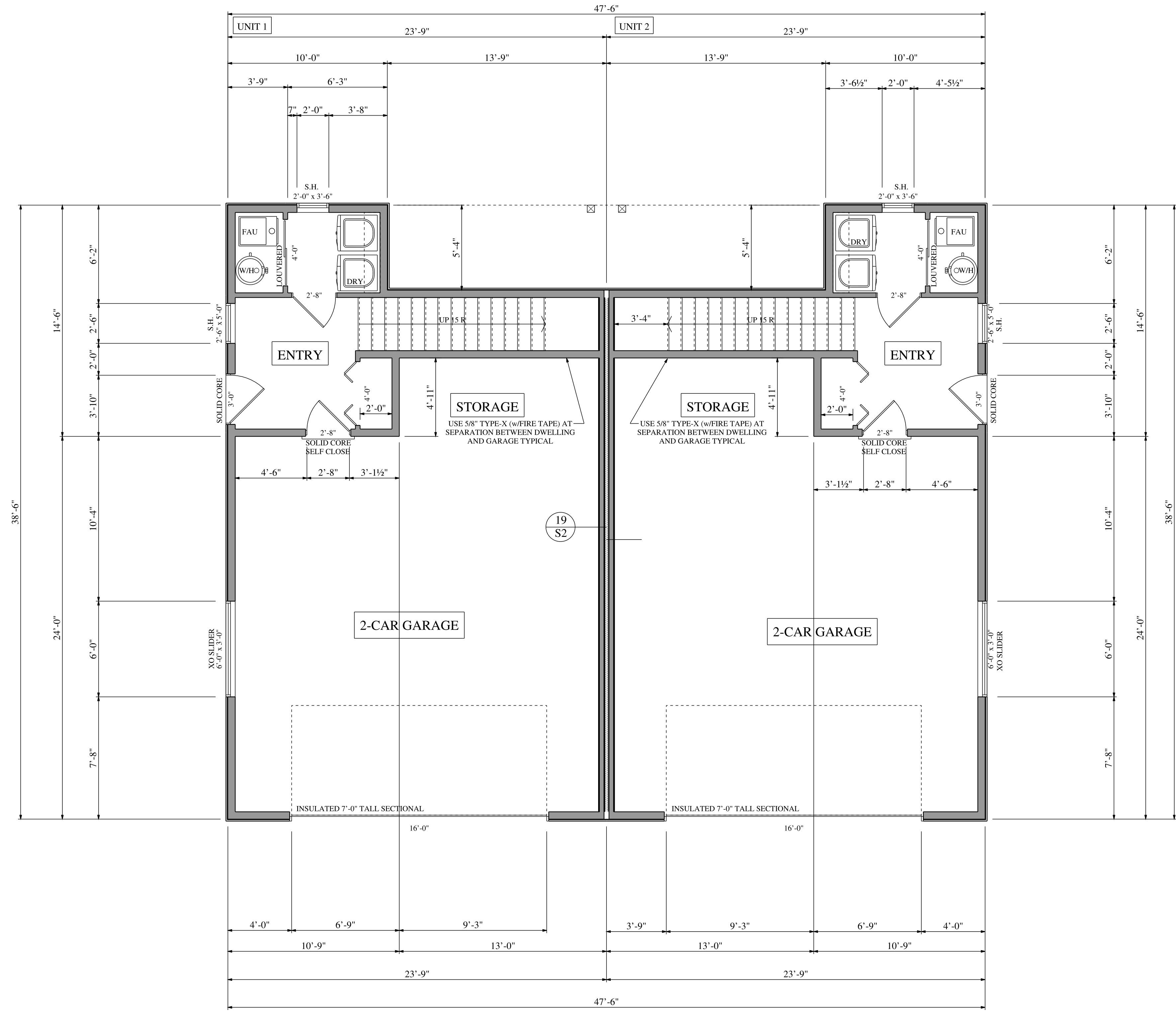
ELEVATIONS



DATE
November 16, 2020

SHEET

A4



FIRST LEVEL FLOOR PLAN

SCALE: 1/4"=1'-0"

NO.	REVISIONS/ISSUE	DATE

PROJECT INFORMATION


3993 Lepire Dr. Townhomes

3993 Lepire Drive - Carson City, NV

APN: 010-351-15

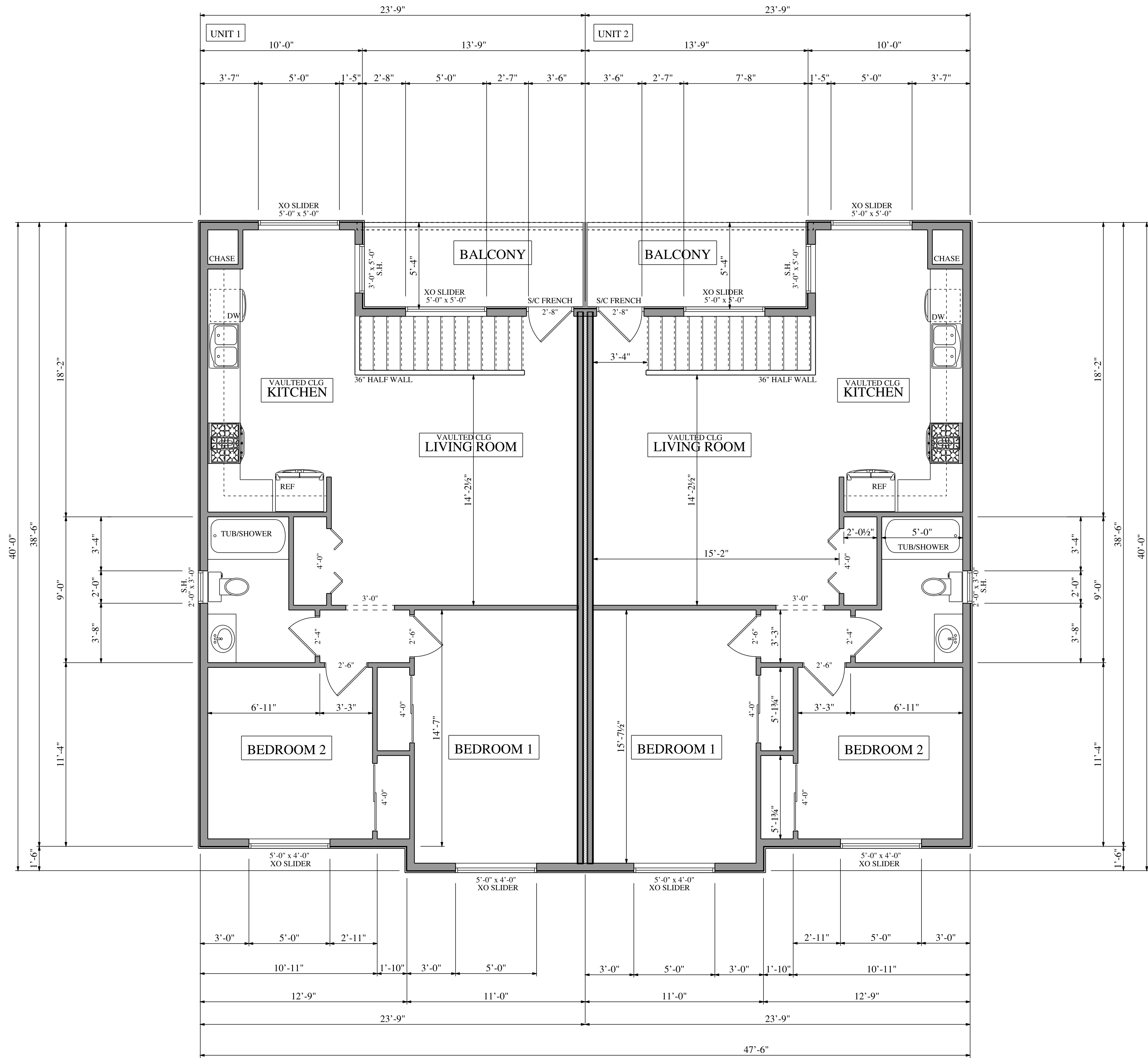
SHEET TITLE:

LOWER FLOOR PLAN

**Clark Engineering & Design**
bec.clarkengineering@gmail.com
1808 East William Street Suite #B
Carson City, NV 89701
(775) 241-8801



DATE	SHEET
November 16, 2020	A2



SECOND LEVEL FLOOR PLAN

SCALE: 1/4"=1'-0"

NO.	REVISIONS/ISSUE	DATE

PROJECT INFORMATION


3993 Lepire Dr. Townhomes

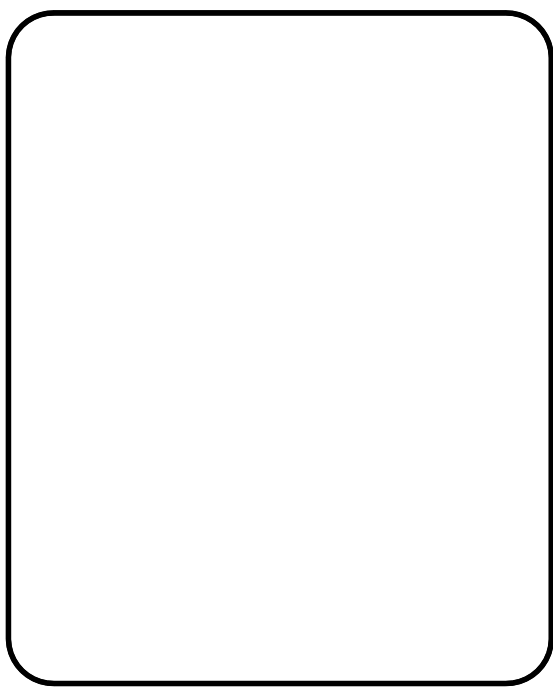
3993 Lepire Drive - Carson City, NV

APN: 010-351-15

SHEET TITLE:

UPPER FLOOR PLAN

**Clark Engineering & Design**
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Carson City, NV 89701
(775) 241-8801



DATE	SHEET
November 16, 2020	A3