

DRAFT MINUTES
Carson City Planning Commission – Workshop
Wednesday, May 31, 2023 ● 2:00 PM
Community Center Robert “Bob” Crowell Boardroom
851 East William Street, Carson City, Nevada

Commission Members

Chair – Teri Preston

Vice Chair – Sena Loyd

Commissioner – Charles Borders, Jr.

Commissioner – Ellen DeChristopher

Commissioner – Nathaniel Killgore

Commissioner – Vern Krahn

Commissioner – Richard Perry

Staff

Hope Sullivan, Community Development Director

Heather Ferris, Planning Manager

Todd Reese, Senior Deputy District Attorney

Stephen Pottéy, Senior Engineering Project Manager

Heather Manzo, Associate Planner

Tamar Warren, Senior Deputy Clerk

NOTE: A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office and are available for review during regular business hours.

An audio recording and the approved minutes of this meeting are available on www.Carson.org/minutes.

1. CALL TO ORDER – PLANNING COMMISSION

(2:11:02) – Chairperson Preston called the meeting to order at 2:11 p.m.

2. ROLL CALL

(2:11:17) – Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Teri Preston	Present	
Vice Chair Sena Loyd	Present	
Commissioner Charles Borders, Jr.	Present	
Commissioner Ellen DeChristopher	Present	
Commissioner Nathaniel Killgore	Present	
Commissioner Vern Krahn	Present	
Commissioner Richard Perry	Present	

3. PUBLIC COMMENTS

(2:11:32) – Chairperson Preston entertained public comments; however, none were forthcoming.

4. WORKSHOP ITEMS

4.1 ZA-2020-001: FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED AMENDMENTS TO THE CARSON CITY MUNICIPAL CODE (“CCMC”), TITLE 18 APPENDIX, DIVISIONS 1, 2, 3, 7, 11, 12, 13, 14, 15, 18, 19, 20, 21 AND 22.

(2:11:54) – Chairperson Preston called the meeting to order. Ms. Sullivan provided background and presented the Staff Report which is incorporated into the record. She also reviewed the attached marked-up copy (resulting from past workshop discussions) of the Title 18 Appendix, Development Standards – Division 1, Land Use and Site Design (also incorporated into the record), and responded to clarifying questions. Ms. Sullivan recommended calling guest buildings accessory dwelling units and eliminating the use of the term area, calling it “use or zoning,” depending on the context, to eliminate confusion. She noted that since zoning limits the height of a structure, personal storage unit heights should be determined by zoning, adding that the Board of Supervisors was in agreement. As for metal storage containers, based on past discussions to also be allowed in residential areas, was not supported by the Board of Supervisors as they felt they should not be allowed in residential zones. Ms. Sullivan also reported that due to water conservation, the Board of Supervisors had recommended reducing the maximum amount of turf and encouraged the use of three-dimensional objects such as boulders in lieu of trees or shrubs.

(2:17:49) – Mr. Pottéy reviewed the proposed engineering amendments including better definitions, references of outside codes instead of repeating State requirements, defaulting to the Fire Code when specifying access to subdivisions, and recommended clarifications to the paving of long driveways in rural areas. He also explained that warranty work done in rights-of-ways would now be required to follow the same rules as those of subdivisions. Chairperson Preston entertained public comments.

(2:20:40) – Mark Turner of Silver Oak Development and the Nevada Builders Alliance believed that metal storage containers were not appropriate forms of storage in residential neighborhoods in Carson City. He also noted that since residents did not have access to effluent water, residential turf landscaping requirements should be replaced by xeriscape landscaping. He also received confirmation from Mr. Pottéy that “commercial and residential projects that aren’t currently warrantied, those would now have a one-year warranty.”

(2:25:10) – Chairperson Preston brought the discussion back to the Board. She inquired about the Fire Department requirement for a second point of access to subdivisions and Mr. Pottéy stated that it would be mandated if a development has more than 30 homes. Commissioner Borders recommended the following amendments:

- The addition of Bee City USA requirements in the landscaping section.
- Adding the Dark Skies requirement.
- Bicycle racks should be (not shall be) based on the type, use, and location of the property.

(2:35:23) – Ms. Sullivan noted that the Board of Supervisors had recommended a minimum lot size of 6,000 square feet for allowing attached accessory dwellings and 12,000 square feet for detached accessory dwellings. She also noted that Section 1.4 would be subject to additional revisions. Vice Chair Loyd agreed with the Board’s recommendation and believed there should not be restrictions on tenancy. Commissioner Perry also agreed with the Board’s recommendation; however, he was in favor of rental units having their own sewer and water hookups to prevent other members of the community from subsidizing a rental and Chairperson Preston wished to ensure the rental properties are inventoried and taxed accordingly. Commissioner Krahn expressed concern about the neighbors’ reactions regarding rental properties in the community. Ms. Sullivan noted that tenancy issues are present in communities and are not easy to regulate, citing the example of purchasing a home with an accessory dwelling. Discussion ensued regarding Covenants, conditions, and restrictions (CC&Rs) and Ms. Sullivan clarified

that the City could not interfere with homeowners association (HOA) rules. Chairperson Preston believed that the HOA issues should be addressed, and Commissioner DeChristopher believed that the HOAs may become stronger and have regulations, should the accessory dwelling use be increased. Commissioner Borders recommended having accessory dwelling approvals done via Special Use Permits. Mr. Turner clarified for Commissioner Perry that there were 12,000 square-foot lots in the Silver Oak development and cited many new residents from nearby states are unaware of the HOA guidelines which do evolve. Commissioner Killgore noted that he would support a homeowner's right to do what they wish with their property; however, he supported setting "some type of regulation...but not to overregulate."

(2:58:12) – Ms. Sullivan recapped the discussion by noting the following:

- The name change from guest building to accessory dwelling.
- 6,000 square foot lot size for attached dwellings and 12,000 square foot lot size for detached dwellings.
- The Commission's openness to discuss limitations of tenancy.
- The Special Use Permit requirement for accessory dwellings.
- Separate water and sewer connections for the accessory dwellings.
- The application of the Growth Management 10,000 gallons per day annual water allocation for commercial businesses.

(3:06:47) – Chairperson Preston entertained discussion regarding metal storage containers. Commissioner Perry noted the presence of many of the containers in commercial areas. He believed that if eliminated, they will render many properties non-compliant. Mr. Krahn was amenable to allowing them on an acre lot; however, he opposed having them on smaller lots. Commissioner DeChristopher believed that if accessory dwellings become rentals on large lots, the next issue will be storage which would include metal containers. Commissioner Killgore wished to understand whether there would be a limit on how many of the containers would be allowed on a property and cited examples of some that have converted turned into dwellings, adding his support to the latter. Vice Chair Loyd wished to understand the requirements of using them as a pool. Commissioner Perry believed human occupancy of the storage containers should not be allowed. Chair Preston cautioned that designated living spaces should be refurbished by professionals. Discussion ensued regarding modifying the containers with building materials that meet building code.

(3:21:20) – Ms. Sullivan entertained Commissioner comments regarding landscaping. Vice Chair Loyd wished to see reduced turf presence; however, Commissioner Krahn disagreed citing the ability to cover a lot of ground in a short amount of time. Commissioner Killgore explained that he had modified his landscaping with artificial turf and wished to see grass replaced by that. Commissioner Perry referenced the Permitted Percentage of Turf Area Table, incorporated into the record, and recommended eliminating or reworking it due to the high water usage issues it creates. Vice Chair Loyd recommended considering incentives to encourage the conversion of grass to xeriscape. Commissioner DeChristopher inquired about specifying artificial turf, even in open space. Chairperson Preston highlighted the savings as a result of drip irrigation and "limited turf." The Commission was amenable to using three-dimensional objects such as boulders in lieu of trees or shrubs.

(3:37:01) – Mr. Pottéy reiterated his previous comments regarding two points of access and entertained Commissioner input. Chair Preston noted the fire requirements and the associated costs such as sprinkler systems. Mr. Pottéy believed that the Fire Department was open to reviewing alternative prevention methods to the Fire Department. Discussion ensued about points of access and Mr. Pottéy noted that the Fire Code should be able to

handle first responder access and emergency response concerns. Vice Chair Loyd wished to see the Commission address evacuation routes with one access point and wished to see a code change to require connections of streets that currently are at a dead-end.

(3:49:24) – Discussion ensued regarding bed and breakfasts and Ms. Sullivan suggested calling them hotels, since the City did not have many bed and breakfast establishments. Commissioner Borders recommended eliminating Section 1.16 - Youth Recreation Facilities Performance Standards. He also suggested imposing the same restrictions as those for marijuana establishments on (Section 1.19) – Adult Merchandise Retail Establishment Performance Standards. Commissioner Borders noted that large stores such as Lowe’s or Home Depot have merchandise for sale outside and he received confirmation that the marijuana section would be revamped due to the name change at the state level to cannabis.

5. PUBLIC COMMENT

(3:54:12) – Chairperson Preston entertained final public comments. Jaron Hildebrand of the Nevada Builders Association inquired about the applicable bonding requirements and Mr. Pottéy clarified that any work in right-of-ways would require a one-year bond for workmanship.

6. FOR POSSIBLE ACTION: ADJOURNMENT

(3:55:35) – Chairperson Preston adjourned the meeting at 3:55 p.m.

The Minutes of the May 31, 2023 Carson City Planning Commission workshop are so approved this 26th day of July, 2023.