

DRAFT MINUTES
Carson City Planning Commission Regular Meeting
Wednesday, January 31, 2024 ● 5:00 PM
Community Center Robert “Bob” Crowell Boardroom
851 East William Street, Carson City, Nevada

Commission Members

Chairperson Chair – Teri Preston
Commissioner – Charles Borders, Jr.
Commissioner – Ellen DeChristopher
Commissioner – Vern Krahn

Vice Chair – Sena Loyd
Commissioner – Greg Brooks
Commissioner – Nathaniel Killgore

Staff

Hope Sullivan, Community Development Director
Todd Reese, Sr. Deputy District Attorney
Heather Ferris, Planning 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 Public Meeting Clerk 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.

The approved minutes of all meetings are available on www.Carson.org/minutes.

1. CALL TO ORDER

(5:08:15) – Chairperson Preston called the meeting to order at 5:08 p.m.

2. ROLL CALL AND DETERMINATION OF QUORUM

(5:08:30) – Roll was called, and a quorum was present.

Attendee Name	Status	Left
Chairperson Teri Preston	Present	
Vice Chair Sena Loyd	Present	
Commissioner Charles Borders, Jr.	Present	
Commissioner Greg Brooks	Present	
Commissioner Ellen DeChristopher	Present	
Commissioner Nathaniel Killgore	Present	
Commissioner Vern Krahn	Present	

3. PLEDGE OF ALLEGIANCE

(5:09:09) – Commissioner Krahn led the Pledge of Allegiance.

4. PUBLIC COMMENTS

(5:10:05) – Chairperson Preston entertained public comments; however, none were forthcoming.

5. FOR POSSIBLE ACTION: APPROVAL OF THE MINUTES – DECEMBER 19, 2023.

(5:10:20) – Chairperson Preston introduced the item and entertained comments and/or changes; however, none were forthcoming. She then entertained a motion.

(5:10:38) – Commissioner Borders moved to approve the minutes of the December 19, 2023 Planning Commission meeting as presented. The motion was seconded by Commissioner Krahn.

RESULT:	APPROVED (6-0-1)
MOVER:	Borders
SECONDER:	Krahn
AYES:	Preston, Loyd, Borders, DeChristopher, Killgore, Krahn
NAYS:	None
ABSTENTIONS:	Brooks
ABSENT:	None

(5:11:24) – Chair Preston welcomed Commissioner Brooks to the Planning Commission, who provided a brief background about himself and noted his interest in the long-term success of the community.

6. MEETING ITEMS

6.A LU-2023-0449 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT (“SUP”) TO ALLOW FOR THE CONSTRUCTION OF AN ACCESSORY STRUCTURE GREATER THAN 75% OF THE PRIMARY STRUCTURE SQUARE FOOTAGE AND GREATER THAN 5% OF THE PARCEL SIZE ON A PARCEL ZONED SINGLE FAMILY 6,000 SQUARE FEET (“SF6”), LOCATED AT 2108 MOLLY DRIVE, ASSESSOR’S PARCEL NUMBER (“APN”) 002-212-06.

(5:12:55) – Chairperson Preston introduced the item. Ms. Manzo presented the Staff Report, incorporated into the record, and recommended approval. She also noted one written public comment and responded to clarifying questions. Applicant Janel Johnson explained that the house was 105 years old and confirmed that the structure would match the house. She did not object to adding the latter as a new Condition of Approval. Ms. Johnson also explained that the electrical wiring would be running underground. Chair Preston entertained public comments. Deni French wished to be assured this was a garage and not a living space. Ms. Manzo explained that should the applicant decide to turn the garage into a living space, she would reapply for a Special Use Permit. Ms. Johnson acknowledged acceptance of the Conditions of Approval, including the added condition to have the architecture style and color match that of the existing house.

(5:23:30) – Commissioner Krahn moved to approve Special Use Permit LU-2023-0449, based on the ability to make all findings and subject to the Conditions of Approval contained in the Staff Report, with the addition of Condition No. 7 which states that the design of the accessory structure will match the architectural style, materials, and color of the existing house. The motion was seconded by Commissioner DeChristopher.

RESULT:	APPROVED (7-0-0)
MOVER:	DeChristopher
SECONDER:	Killgore
AYES:	Preston, Loyd, Borders, Brooks, DeChristopher, Killgore, Krahn
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

6.B LU-2023-0450 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT (“SUP”) TO ALLOW AN ADDITION TO THE EXISTING FLEET MAINTENANCE BUILDING FOR TIRE AND WELDING OPERATIONS ON A PARCEL ZONED PUBLIC REGIONAL (“PR”), LOCATED AT 3303 BUTTI WAY, ASSESSOR’S PARCEL NUMBER (“APN”) 010-031-04.

(5:24:20) – Chairperson Preston introduced the item. Ms. Manzo gave background, presented the Staff Report, which is incorporated into the record, and responded to clarifying questions. She recommended approval and noted that no public comments had been received. Commissioner Borders expressed disappointment that the City had not filed for a timely extension. Applicant representative Brian Elder explained that the extension was not filed due to an oversight and noted his agreement to the Conditions of Approval in the Staff Report. There were no public comments; therefore, Chair Preston entertained a motion.

(5:25:14) – Commissioner DeChristopher moved to approve LU-2023-0450 based on the ability to make the required findings and subject to the Conditions of Approval included in the Staff Report. The motion was seconded by Commissioner Killgore.

RESULT:	APPROVED (7-0-0)
MOVER:	Krahn
SECONDER:	Loyd
AYES:	Preston, Loyd, Borders, Brooks, DeChristopher, Killgore, Krahn
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

6.C. LU- 2023-0452 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT (“SUP”) TO ALLOW FOR THE CONSTRUCTION OF AN OFFICE AND WAREHOUSE BUILDING AND TEMPORARY PLACEMENT OF AN OFFICE TRAILER ON A SITE ZONED PUBLIC REGIONAL (“PR”), LOCATED AT 3320 EAST 5TH STREET, ASSESSOR’S PARCEL NUMBERS (“APNS”) 010-031-06 AND 010-031-07.

(5:28:45) – Chairperson Preston introduced the item. Ms. Manzo gave background and presented the Staff Report which is incorporated into the record. She noted that Staff had been able to make all the findings and recommended approval. Applicant representative Guillermo Munoz noted his acceptance of the Conditions of Approval and responded to clarifying questions by the Commissioners. Architect George Ghush of BJK Architecture + Engineering informed Commissioner Krahn that the Fifth Street side would receive the architectural treatment as it was more visible. There were no public comments and Chair Preston entertained a motion.

(5:35:05) – Commissioner Borders moved to approve [LU-2023-0452] based on the ability to make the required findings and subject to the Conditions of Approval outlined in the Staff Report. The motion was seconded by Commissioner Krahn.

RESULT:	APPROVED (7-0-0)
MOVER:	Borders
SECONDER:	Krahn
AYES:	Preston, Loyd, Borders, Brooks, DeChristopher, Killgore, Krahn
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

6.D. LU- 2023-0453 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT (“SUP”) TO ALLOW FOR THE ESTABLISHMENT OF A NEW MARIJUANA RETAIL STORE ON A PARCEL ZONED GENERAL COMMERCIAL (“GC”), LOCATED AT 3060 HWY 50 E, ASSESSOR’S PARCEL NUMBER (“APN”) 008-162-19.

(5:35:44) – Chairperson Preston introduced the item. Ms. Ferris gave background, presented the Staff Report, incorporated into the record, and responded to clarifying questions. She also confirmed that the applicants would not be seeking curbside services at this time and recommended approval based on Staff’s ability to make the findings. Ms. Ferris also indicated that applicant representative Dave Snelgrove was present in the room and informed Commissioner Borders that GTI could not sublease the empty rooms. Mr. Snelgrove, along with his team, also reviewed a PowerPoint presentation and responded to clarifying questions. Ms. Ferris explained that should GTI wish to use the additional space, an amendment to the

Special Use Permit would be required. Commissioner DeChristopher was pleased to hear that the sidewalk and the additional landscaping could be added to the Conditions of Approval. She was also informed that the addition of curbside service would require a Special Use Permit. Commissioner Krahn received confirmation that there would be adequate parking in case of expansion. Chair Preston entertained public comments. Mr. French inquired about fire safety and believed there were not enough exits. Maurice White stated he was not speaking as a Carson City Supervisor but was here as a private Citizen. He inquired about exits as well, adding that the Airport Road and William Street intersection has high pedestrian traffic and is the location of many accidents. Due to its proximity to the intersection, Mr. White recommended having a Condition of Approval to allow a “right in and right out only” driveway. City Engineer Randy Rice also recommended having the applicant work with City Staff “to maximize the width of the return.”

(6:01:20) – Alexis Jensen introduced herself as the General Manager of the Zen Leaf Dispensary and believed that “having this pop up literally in our backyard was quite a surprise for us.” She was concerned that adding another dispensary would be “a race to the bottom” and “a conflict of interest.” Ms. Jensen was also concerned about the driveway on Highway 50 because she had witnessed many accidents. Jackie Cunningham believed “we don’t need a saturated market of cannabis” and was disheartened to hear another native Nevadan had been “kicked out” to be replaced by a dispensary that would be selling identical products. Ms. Cunningham spoke of the collaborative efforts of other dispensaries and the fact that they “help each other out” and did not believe there was a need for another dispensary.

(6:06:02) – Kimley-Horn Traffic Engineer David Giacomini did not recommend a right in/right out driveway access unless it is considered part of a large project. Chair Preston noted the traffic backup in the area and preferred to follow Mr. White’s recommendation. Mr. Snelgrove stated that if they can work with the Nevada Department of Transportation (NDOT), they would be happy to consider the additional Condition of Approval. Commissioner Killgore wished to ensure emergency vehicles should not be obstructed.

(6:13:10) – Vice Chair Loyd moved to approve LU-2023-0453 based on the ability to make the required findings and subject to the Conditions of approval included in the Staff Report with the following additions: Add a Condition of Approval to work with City Staff to design frontage improvements including a multiuse path and add another Condition of Approval to work with NDOT to consider modifying the driveway to a right in/right out only. The motion was seconded by Commissioner Brooks.

RESULT:	APPROVED (7-0-0)
MOVER:	Loyd
SECONDER:	Brooks
AYES:	Preston, Loyd, Borders, Brooks, DeChristopher, Killgore, Krahn
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

6.E. FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO ELECT A PLANNING COMMISSION CHAIR AND VICE-CHAIR.

(6:18:14) – Chairperson Preston introduced the item.

(6:18:37) – Commissioner DeChristopher moved to reelect Chair Preston. The motion was seconded by Vice Chair Loyd.

RESULT:	APPROVED (7-0-0)
MOVER:	DeChristopher
SECONDER:	Loyd
AYES:	Preston, Loyd, Borders, Brooks, DeChristopher, Killgore, Krahn
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

(6:18:57) – Chair Preston moved to reelect Vice Chair Loyd. The motion was seconded by Commissioner Krahn.

RESULT:	APPROVED (7-0-0)
MOVER:	Preston
SECONDER:	Krahn
AYES:	Preston, Loyd, Borders, Brooks, DeChristopher, Killgore, Krahn
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

7. STAFF REPORTS (NON-ACTION ITEMS)

- DIRECTOR'S REPORT TO THE COMMISSION

(6:19:21) – Ms. Sullivan requested feedback from the Commission on public feedback.

- FUTURE AGENDA ITEMS

(6:19:52) – Ms. Sullivan noted that the next meeting’s agenda would include Special Use Permits for a guest building and to modify a wireless tower, a request for a variance, and the rezoning of the Northgate building.

- COMMISSIONER REPORTS/COMMENTS

(6:20:28) – Commissioner Borders believed it was “totally unacceptable to have somebody from the Building Department come up and tell me they’re too busy to get their building permit renewed and to

waste our time going through a permit again because they were quote too busy to make sure that it happened,” calling it disrespectful. Chair Preston was surprised to see that the trailer was placed at a City site before it was approved. Vice Chair Loyd wished to see some of the Master Plan public meetings take place at night. Chair Preston believed Saturday meetings could be more effective.

8. PUBLIC COMMENT

(6:22:46) – Chair Preston entertained final public comments. Mr. French believed that a drive-through at the marijuana dispensary would complicate the traffic issues. He also believed the market was saturated. Commissioner Borders reminded the Commission that they had rejected the additional dispensary and the Board of Supervisors had reversed that decision. Commissioner DeChristopher recommended reminding the public what the Commission’s purview is prior to discussions.

9. FOR POSSIBLE ACTION: ADJOURNMENT

(6:27:50) – Chairperson Preston adjourned the meeting at 6:27 p.m.

The Minutes of the January 31, 2024, Carson City Planning Commission meeting are so approved on this 28th day of February 2024.