

DRAFT MINUTES
Regular Meeting
Carson City Planning Commission
Wednesday, April 24, 2019 ● 5:00 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Commission Members

Chair – Mark Sattler	Vice Chair – Charles Borders, Jr.
Commissioner – Alex Dawers	Commissioner – Paul Esswein
Commissioner – Teri Preston	Commissioner – Hope Tingle
Commissioner – Jay Wiggins	

Staff

Lee Plemel, Community Development Director
Hope Sullivan, Planning Manager
Ben Johnson, Deputy District Attorney
Heather Ferris, Associate Planner
Tamar Warren, 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 of this meeting is available on www.Carson.org/minutes.

A. ROLL CALL, DETERMINATION OF QUORUM, AND PLEDGE OF ALLEGIANCE

(5:01:11) – Chairperson Sattler called the meeting to order at 5:01 p.m. Roll was called. A quorum was present. Commissioner Tingle led the Pledge of Allegiance.

Attendee Name	Status	Arrived
Chairperson Mark Sattler	Present	
Vice Chair Charles Borders, Jr.	Present	
Commissioner Alex Dawers	Present	
Commissioner Paul Esswein	Present	
Commissioner Teri Preston	Present	
Commissioner Hope Tingle	Present	
Commissioner Jay Wiggins	Present	

B. PUBLIC COMMENTS

(5:02:05) – Chairperson Sattler entertained public comments; however, none were forthcoming.

C. POSSIBLE ACTION ON APPROVAL OF MINUTES – March 27, 2019.

(5:02:58) – Chairperson Sattler entertained comments or changes. Commissioner Tingle noted a typographical error and Commissioner Esswein provided clarification on a statement.

(5:03:25) – MOTION: I move to approve the minutes of the March 27, 2019 meeting as amended.

RESULT:	APPROVED (7-0-0)
MOVER:	Dawers
SECONDER:	Preston
AYES:	Sattler, Borders, Dawers, Esswein, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

D. MODIFICATION OF AGENDA

(5:04:04) – Mr. Plemel noted that there were no modifications to the agenda.

E. PUBLIC HEARING MATTERS

E.1 SUP-17-084-1 FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST TO MODIFY AN EXISTING SPECIAL USE PERMIT (SUP-17-084) TO ALLOW FOR THE EXPANSION OF THE EXISTING DAYCARE FACILITY LOCATED AT 2321 NORTH CARSON STREET, APN 002-061-34.

(5:04:12) – Chairperson Sattler introduced the item. Ms. Ferris presented the Staff Report and accompanying documents, all of which are incorporated into the record, and responded to clarifying questions. She also noted that a child care facility is considered “conditional” in the General Commercial zoning district thus requiring a Special Use Permit, adding that Staff was able to make all seven required findings and would recommend approval. Ms. Ferris acknowledged the presence of Athena Hardiman, applicant, in the audience.

(5:10:27) – Ms. Hardiman acknowledged that she had read and was in agreement with the conditions of approval outlined in the Staff Report. She also clarified for Vice Chair Borders that the rear entrance to the daycare was inside the playground, and was outfitted with a “double playground gate to slow down adventurous children”. Ms. Hardiman explained that the building entrance had a coded doorknob with the access code given to all clients to use; however, the gates were locked in the evenings. She also stated that the front side of the building will only be used for loading and unloading by clients who have infants in car seats. Ms. Hardiman told Chairperson Sattler that they were addressing fire egress means. There were no public comments.

(5:13:43) – MOTION: I move to approve SUP-17-084-1, a modification to an existing Special Use Permit, based on the findings and subject to the conditions of approval contained in the staff report.

RESULT:	APPROVED (7-0-0)
MOVER:	Tingle
SECONDER:	Sattler
AYES:	Sattler, Borders, Dawers, Esswein, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

E.2 AB-18-157 FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR AN ABANDONMENT OF A PUBLIC RIGHT-OF-WAY OF SPECIFICALLY FOUR AREAS: THE EASTERLY 3.0 FEET OF VOLTAIRE STREET AT THE AREA NORTH OF WEST WILLOW STREET AND SOUTH OF WEST OVERLAND STREET; THE SOUTHERLY 8.0 FEET OF WEST OVERLAND STREET BETWEEN VOLTAIRE STREET AND COCHISE STREET; THE WESTERLY 3.0 FEET OF COCHISE STREET AT THE AREA NORTH OF WEST WILLOW STREET AND WEST OVERLAND STREET; AND ALL OF THE 63 FEET WIDE RIGHT-OF-WAY OF WEST WILLOW STREET BETWEEN VOLTAIRE STREET AND COCHISE STREET BEING 44,187 SQUARE FEET, MORE OR LESS, ADJACENT TO PROPERTIES LOCATED AT 4539 VOLTAIRE STREET, 4580 COCHISE STREET, 4530 COCHISE STREET, 449 WEST WILLOW STREET, AND WEST WILLOW STREET AT COCHISE STREET, APNS 009-265-01, 009-265-02, 009-265-03, 009-267-06 AND 009-267-07.

(5:14:27) – Chairperson Sattler introduced the item. Ms. Sullivan gave background and presented the Staff Report with accompanying photographs, all of which are incorporated into the record. She also suggested deleting the second sentence in the condition of approval number five and have it read: *The Order shall state that the Nevada Energy easement will be retained. Abandonment may not occur until Nevada Energy states there is no need for the easement.* Ms. Sullivan also noted the presence of the applicant Steve Dontcho in the audience. Mr. Dontcho informed the Commission that he had read and was in agreement with the Staff Report, including the conditions of approval. There were no public comments.

(5:21:38) – MOTION: I move to recommend that the Board of Supervisors approve AB-18-157, an abandonment of only three of the four requested public right-of-way areas, removing Overland Street from the request, based on seven findings and subject to the conditions of approval contained in the staff report, with the modified condition of approval number five.

RESULT:	APPROVED (7-0-0)
MOVER:	Esswein
SECONDER:	Dawers
AYES:	Sattler, Borders, Dawers, Esswein, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

E.3 SUP-19-030 FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A SPECIAL USE PERMIT TO CONTINUE THE USE OF AN EXISTING OFF-PREMISE (BILLBOARD) SIGN LOCATED IN GENERAL COMMERCIAL (GC) ZONING AT 2794 HIGHWAY 50 EAST, APN 008-161-07.

(5:22:38) – Chairperson Sattler introduced the item. Ms. Sullivan presented the Staff Report and introduced applicant Jason Ripp of Stott Outdoor Advertising. Mr. Ripp noted his agreement with the Staff Report. There were no public comments. Chairperson Sattler entertained a motion.

(5:24:42) – MOTION: I move to approve SUP-19-030, based on the findings and subject to the conditions of approval contained in the staff report.

RESULT:	APPROVED (7-0-0)
MOVER:	Tingle
SECONDER:	Borders
AYES:	Sattler, Borders, Dawers, Esswein, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

E.4 MISC-19-047 FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REQUESTING THAT THE DIRECTOR INVESTIGATE THE CONDUCT OF BRUNSWICK CANYON MATERIALS, LLC RELATIVE TO SPECIAL USE PERMIT U-79-25, LOCATED AT 7400 BRUNSWICK CANYON ROAD, APNS 008-531-44 AND 008-531-45.

(5:25:18) – Chairperson Sattler introduced the item. Ms. Sullivan gave background and presented the Staff Report which is incorporated into the record, and acknowledged the presence of Carson City Parks and Recreation Director Jennifer Budge. She also responded to clarifying questions by the commissioners and outlined the process by which the investigation will take place. Commissioner Preston recalled the purchase of the open space property when she was a member of the Open Space Advisory Committee and explained that the access was imperative due to the “tight” nature of the canyon which was used by many hikers and off highway vehicle users. Commissioner Dawers inquired about the dusk to dawn access and other signage. Ms. Budge explained that there were too many signs in the area; however, she believed some were placed by the property owner, adding that typically, the public access to most City park properties was restricted from dusk until dawn, enforced by the park rangers. Mr. Johnson noted that “the City is hopeful that the SUP holder is willing to work with us; however, some of the closures that have happened have occurred after the owner has been placed on notice”. There were no public comments,

(5:37:55) – MOTION: I move to request that the Community Development Director investigate the conduct of Brunswick Canyon Materials, LLC relative to Special Use Permit U-79- 25.

RESULT:	APPROVED (7-0-0)
MOVER:	Sattler
SECONDER:	Esswein
AYES:	Sattler, Borders, Dawers, Esswein, Preston, Tingle, Wiggins
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

E-5 FOR DISCUSSION ONLY: DISCUSSION REGARDING NEVADA REVISED STATUTE 278 AND CARSON CITY MUNICIPAL CODE CHAPTER 18.02: ADMINISTRATIVE PROVISIONS.

(5:38:45) – Chairperson Sattler introduced the item. Mr. Plemel gave background and provided a slide presentation, along with Ms. Sullivan, on Title 18. They also responded to clarifying questions by the commissioners. Vice Chair Borders requested determining a deadline for late material delivery. Mr. Plemel suggested doing the same with property owner documentation as well. Commissioner Dawers believed that the definitions in Title 18 should match those in the Nevada Revised Statute (NRS). Ms. Sullivan noted that Mayor

Crowell had also requested using clear language so that “the man on the street can see it”. There were no public comments.

F. STAFF REPORTS (NON-ACTION ITEMS)

F.1 DIRECTOR'S REPORT TO THE COMMISSION

(6:10:40) – Mr. Plemel announced that the approval of the Planning Commission was upheld for of the RV park on Hot Springs Road. Additionally the Board of Supervisors had requested verbiage to prevent a next day return after leaving, by requiring tenants to leave the park for 30 days after a 180-day stay. Mr. Plemel also stated that the Board of Supervisors had approved the Blackstone Lompa Ranch Tentative Subdivision Map drainage condition modification.

FUTURE AGENDA ITEMS

(6:12:50) – Mr. Plemel reviewed several items to be discussed at the next meeting including eight or 10 applications, a storage container, two child care, and one adult day care Special Use Permits, the Brunswick Canyon Special Use Permit amendment, and several Zoning Map Amendments. He noted that due to the long agenda, the Growth Management meeting may be postponed until June, along with continued Title 18 discussion.

COMMISSIONER REPORTS/COMMENTS

(6:14:58) – Commissioner Tingle requested presentations by Carson Tahoe Health and the Carson City School District regarding their plans based on all upcoming developments. Commissioner Preston requested information on how long approvals have been in effect for older projects. Commissioner Tingle expressed concern regarding the impact new developments make on the existing healthcare system. Vice Chair Borders suggested having the Title 18 discussion in a workshop format.

G. PUBLIC COMMENT

(6:24:29) – None.

H. FOR POSSIBLE ACTION: FOR ADJOURNMENT

(6:24:33) – MOTION: Commissioner Borders moved to adjourn. Chairperson Sattler adjourned the meeting at 6:24 p.m.

The Minutes of the April 24, 2019 Carson City Planning Commission meeting are so approved this 26th day of June, 2019.

MARK SATTLER, Chair