

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Planning Commission**  
**Tuesday, November 18, 2014 ● 5:00 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Commission Members**

<b>Chair – George Wendell</b>	<b>Vice Chair – Paul Esswein</b>
<b>Commissioner – Victor Castro</b>	<b>Commissioner – Malkiat Dhami</b>
<b>Commissioner – Walt Owens</b>	<b>Commissioner – Mark Sattler</b>
<b>Commissioner – Kent Steele</b>	

**Staff**

Lee Plemel, Community Development Director  
Susan Dorr Pansky, Planning Manager  
Danny Rotter, Engineering Manager?  
Joseph Ward, Senior Deputy District Attorney  
Tamar Warren, Deputy Clerk/ Recording Secretary

**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 available for review during regular business hours.

The televised Carson City Planning Commission meetings are available on [http://www.breweryarts.org/?page\\_id=2607](http://www.breweryarts.org/?page_id=2607).

**A. ROLL CALL, DETERMINATION OF QUORUM, AND PLEDGE OF ALLEGIANCE (5:23:23) –**  
The meeting was called to order at 5:23 p.m. A quorum was present. Commissioner Dhami led the pledge of allegiance.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson George Wendell	Present	
Vice Chairperson Paul Esswein	Present	
Commissioner Victor Castro	Absent	
Commissioner Malkiat Dhami	Present	
Commissioner Walt Owens	Absent	
Commissioner Mark Sattler	Absent	
Commissioner Kent Steele	Present	

**B. PUBLIC COMMENTS: (5:24:28) – None.**

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES – June 25 and July 30, 2014.**

**(5:25:09) – MOTION: I move to approve the minutes of June 25, 2014 and July 30, 2014.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Steele
<b>SECONDER:</b>	Dhami
<b>AYES:</b>	Wendell, Esswein, Dhami, Steele
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro, Owens, Sattler

D. MODIFICATIONS OF AGENDA (5:25:33) – None.

E. DISCLOSURES (5:25:55) – None.

F. PUBLIC HEARING MATTERS:

**F-1 SUP-14-013 FOR POSSIBLE ACTION: TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM REACH/REM-NV (PROPERTY OWNER: UNIVERSAL TRUST) TO OPERATE AN ADULT DAY PROGRAM FOR ADULTS WITH DISABILITIES ON PROPERTY SPLIT-ZONED RESIDENTIAL OFFICE/GENERAL OFFICE (RO/GO), LOCATED AT 709 E. ROBINSON ST., APN 004-233-01.**

(5:26:53) – Ms. Dorr Pansky presented the agenda materials, incorporated into the record, accompanied by a PowerPoint presentation, and recommended approval. She also clarified that per the “late information” memorandum, conditions of approval 14 through 16 have been removed from the project requirements.

(5:33:20) – Vice Chairperson Esswein was informed that a vocational school was not allowed per the zoning.

(5:34:41) – Adinamarie Lindbloom, Program Director, and Darrell Wright, Executive Director for REM Nevada, introduced themselves and noted that they had read and agreed with the amended conditions of approval provided by the Planning Department. Mr. Wright thanked Ms. Dorr Pansky for “eloquently presenting our book of business”.

(5:36:05) – Ms. Lindbloom clarified for Commissioner Dhami that nine employees were present at the subject location. Mr. Wright added that there were 17 enrolled adults with a daily average attendance of 12, calling the property “sufficient” for their needs.

(5:36:58) – Commissioner Steele was informed that the interior doors are chimed and the parking lot is sufficient for drop off and pick up.

**PUBLIC COMMENTS** – None.

**(5:38:10) – MOTION: I move to approve SUP-14-013, a Special Use Permit to allow the operation of an adult day program for adults with disabilities on a split-zoned property in the Residential Office and General Office zoning districts, located at 709 East Robinson Street, APN 004-233-01, based on the findings and subject to the conditions of approval contained in the Staff Report, and also delete conditions 14 through 16.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Dhami
<b>SECONDER:</b>	Steele
<b>AYES:</b>	Wendell, Esswein, Dhami, Steele
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro, Owens, Sattler

**F-2 SUP-14-136 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FROM CUSTOM SIGN AND CRANE (PROPERTY OWNER: ADAMS CARSON LLC) TO MODIFY A PREVIOUSLY APPROVED SPECIAL USE PERMIT, U-82-25, TO ALLOW ADDITIONAL AND MODIFIED SIGNAGE AT THE CARSON NUGGET ON PROPERTY ZONED DOWNTOWN MIXED USE (DT/MU), LOCATED AT 507 N. CARSON ST., APN 004-221-11.**

(5:40:20) – Ms. Dorr Pansky presented the agenda materials, incorporated into the record, accompanied with a PowerPoint presentation.

(5:47:31) – Commissioner Steele was informed that the external signs in the parking lot are included in the package “to calculate existing signage” and show exactly what is on the site; however, no changes to them would be requested at this time.

(5:48:36) – Marc Lipkowitz, Owner of Custom Sign and Crane, identified himself and stated his agreement to proposed conditions of approval in the Staff Report. He explained that the majority of the signs would be “lit from the top”, adding that the current tinted windows and brick work portray the message of the casino being closed.

(5:51:01) – Commissioner Dhami believed a new “sign was a good thing” and it “would make the building look nice”; however, he believed it was much more than “what the code says”. Mr. Lipkowitz believed that the total combined venues would be allowed 4,200 square feet of signage, adding that the proposed and existing signage would add up to \$3,500 square feet, 700 square feet below the allowable footprint.

(5:53:01) – Commissioner Steele was informed that the illumination requirements would be met during the building permit requirement process.

**PUBLIC COMMENTS – None.**

**(5:56:22) – MOTION: I move to approve SUP-14-136, a request from Custom Sign and Crane (property owner: Adams Carson, LLC) to modify a previously approved Special Use Permit, U-82-25, to allow additional and modified signage at the Carson Nugget on property zoned Downtown Mixed Use (DT/MU), located at 507 N. Carson St., APN 004-221-11, based on the findings and subject to the conditions of approval outlined in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Dhami
<b>SECONDER:</b>	Steele
<b>AYES:</b>	Wendell, Esswein, Dhami, Steele
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro, Owens, Sattler

**F-3(A) MPA-14-140 FOR POSSIBLE ACTION: TO ADOPT A RESOLUTION RECOMMENDING TO THE BOARD OF SUPERVISORS APPROVAL OF A MASTER PLAN AMENDMENT TO CHANGE THE LAND USE DESIGNATION OF A TOTAL OF APPROXIMATELY 66 ACRES OF PROPERTY LOCATED SOUTH OF HIGHWAY 50 WEST AT LAKE TAHOE GOLF**

**COURSE DRIVE, APNS 007-031-34 AND -35 AND 007-051-85 AND -86, FROM PUBLIC/QUASI-PUBLIC TO RURAL RESIDENTIAL.**

**F-3(B) ZMA-14-141 FOR POSSIBLE ACTION: TO RECOMMEND TO THE BOARD OF SUPERVISORS APPROVAL OF A ZONING MAP AMENDMENT TO CHANGE THE ZONING OF A TOTAL OF APPROXIMATELY 66 ACRES OF PROPERTY LOCATED SOUTH OF HIGHWAY 50 WEST AT LAKE TAHOE GOLF COURSE DRIVE, APNS 007-031-34 AND -35 AND 007-051-85 AND -86, FROM CONSERVATION RESERVE TO SINGLE FAMILY FIVE ACRE.**

(5:57:52) – Ms. Dorr Pansky addressed both agenda items, F-3(A) and F-3(B) at the same time, and presented the agenda materials, incorporated into the record, accompanied by a PowerPoint presentation. She also corrected an error made in staff report to indicate that the parcels to the west are zoned Single Family five Acre. Ms. Dorr Pansky clarified that the Master Plan Amendment required a super majority vote; however, due to the presence of only four members, the recommendation will be forwarded to the Board of Supervisors and identified as such.

(6:06:50) – Mr. Plemel explained that the zoning designation was for the creation of new lots, adding that as long as setbacks are met on the property, a house could be built on the property; although he believed that it was unlikely as it could be transferred through a “cluster-type development to the other side of the property”.

(6:07:44) – Commissioner Steele inquired about the impact of water use to the current residents in the area. Mr. Rotter explained that individual wells, or the purchase of water rights, would be required for the lots. Ms. Dorr Pansky clarified that the parcels could access Highway 50 from Tahoe Golf Course Drive; however, she referred to a fire department comment indicating that should developments occur, a second access would be required “from the parcels out to Tahoe Golf Course Drive”.

**PUBLIC COMMENTS**

(6:13:10) – Juan Guzman introduced himself as a member of the Carson Valley Trails Association, the former Carson City Open Space Manager, and a former Carson City Senior Planner. He gave background and spoke in support of the Master Plan amendment and the change to the land use designation to maximize open space opportunities. In response to a question by Commissioner Steele, Mr. Guzman noted the strategic value of the trailhead that would cross over into the open space area.

(6:13:24) – Ann Bollinger, Carson City Open Space Administrator, presented the Department of Parks and Recreation’s support and comments, incorporated into the record, regarding the Master Plan amendment and the land use designation change.

(6:20:03) – Brenda Hunt, a board member of the Carson Valley Trails Association, introduced herself and noted that she was speaking as the Carson River Coalition Coordinator. Ms. Hunt was in agreement with the Master Plan amendment and suggested that “the trail head occur sooner than the proposed development”.

(6:21:28) – Carlo Luri, a Carson Valley Trails Association board member and a representative of the Carson Valley Economic Vitality Program, spoke in favor of the amendment and zoning change. He stressed the importance of the trailhead and considered trails components of economic development.

(6:23:37) – Steve Hale, another board member of the Carson Valley Trails Association, noted that the change would allow for a multiple-use public park in addition to a trailhead, and wished it to be considered in the future.

He also believed that the trail would enhance property values, and offered cooperation with future property owners.

(6:25:16) – Joel Dunn, Executive Director of Carson City Convention and Visitors Bureau, noted his “support for the trailhead project”. He also stated that the Bureau was marketing the area based on its outdoor recreation opportunities, adding that they were working closely with Douglas County to offer outdoor experiences as part of quality of life marketing efforts.

(6:26:50) – Charles Donahue, Administrator for the Division of State Lands, thanked Staff for their hard work on the project and expressed his support of the Master Plan amendment and the zoning changes.

(6:27:35) – Jeff Potter, Muscle Powered board member, expressed his organization’s support of the Master Plan amendment and the zoning change request as means of advancing the trailhead project. He outlined his organization’s plans to extend the Kings Canyon trail to the proposed trailhead.

**(6:28:51) – MOTION: I move to adopt Resolution 2014-PC-2 recommending to the Board of Supervisors approval of MPA-14-140 a Master Plan Amendment to change the land use designation of property located south of Highway 50 West at Lake Tahoe Golf Course Drive, APNs 007-031-34 and -35 and 007-051-85 and -86, from Public/Quasi-Public to Rural Residential, based on the findings contained in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Esswein
<b>SECONDER:</b>	Dhami
<b>AYES:</b>	Wendell, Esswein, Dhami, Steele
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro, Owens, Sattler

**(6:30:02) – MOTION: I move to recommend to the Board of Supervisors approval of ZMA-14-141, a Zoning Map Amendment to change the zoning of a total of property located south of Highway 50 West at Lake Tahoe Golf Course Drive, APNs 007-031-34 and -35 and 007-051-85 and -86, from Conservation Reserve to Single Family Five Acre, based on the findings contained in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Esswein
<b>SECONDER:</b>	Dhami
<b>AYES:</b>	Wendell, Esswein, Dhami, Steele
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro, Owens, Sattler

(6:31:01) – Ms. Dorr Pansky indicated that Staff’s goal was to have the item heard by the Board of Supervisors on December 4, 2014.

**F-4 MPA-14-148 For Possible Action: To make recommendations to the Board of Supervisors on the annual Master Plan report.**

(6:31:44) – Mr. Plemel presented the agenda materials which are incorporated into the record.

**PUBLIC COMMENTS** – None.

**(6:44:54) – MOTION: I move to recommend to the Board of Supervisors acceptance of the 2014 Master Plan annual report.**

<b>RESULT:</b>	<b>APPROVED (4-0-0)</b>
<b>MOVER:</b>	Esswein
<b>SECONDER:</b>	Steele
<b>AYES:</b>	Wendell, Esswein, Dhami, Steele
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro, Owens, Sattler

**G. STAFF REPORTS (NON-ACTION ITEMS)**

**G-1 - DIRECTOR'S REPORT TO THE COMMISSION.**

(6:45:35) – Mr. Plemel informed the Commission that the downtown project had been approved by the Board of Supervisors. He also announced that Ms. Pansky had passed the American Institute of Certified Planners (AICP) test and had consequently been appointed an Official Hearings Examiner. Prior to which Mr. Plemel was the only one appointed to perform those duties. Additionally, Mr. Plemel noted the appointment of Vice Chairperson Esswein to the Tahoe Regional Planning Agency (TRPA) Advisory Planning Commission as a Carson City member-at-large appointee. Mr. Plemel stated that he has been representing Carson City as its Planning Director for the past 10 years on the same board. He also announced that the next Planning Commission meeting will take place on Wednesday, December 17, 2014, at 1 p.m.

(6:49:45) – Chairperson Wendell congratulated both Vice Chairperson Esswein and Ms. Dorr Pansky on their appointments.

**- FUTURE AGENDA ITEMS**

**- COMMISSIONER REPORTS/COMMENTS** – None.

**H. PUBLIC COMMENT**

(6:50:27) – None.

**I. FOR POSSIBLE ACTION: FOR ADJOURNMENT**

**(6:50:59) – MOTION: Vice Chairperson Esswein moved to adjourn. The motion was seconded by Commissioner Dhami.** The meeting was adjourned at 6:51 p.m.

The Minutes of the November 18, 2014 Carson City Planning Commission meeting are so approved this 17<sup>th</sup> day of December, 2014.

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GEORGE WENDELL, Chair