

**Carson City
Agenda Report**

Date Submitted: June 23, 2015

Agenda Date Requested: July 2, 2015

To: Board of Supervisors

Time Requested: 15 minutes

From: Community Development Department – Planning Division

Subject Title: For Possible Action: To adopt a Resolution amending the maximum number of residential building permit allocations under the Carson City Growth Management Ordinance for the years 2016 and 2017 and estimating the maximum number of residential building permits for the years 2018 and 2019; establishing the number of residential building permit allocations available within the development and general property owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors is required to annually establish the number of residential permits that will be available for the following calendar year. This has historically been based upon a growth rate of three percent. A maximum of 638 residential permits are recommended for 2016. The commercial and industrial daily water usage threshold has historically been 7,500 gallons per day, above which Growth Management Commission approval is required, and is recommended to be increased to 15,000 gallons per day.

Type of Action Requested: (check one)

Resolution

Formal Action/Motion

Ordinance (Second Reading)

Other (No Action)

Does This Action Require a Business Impact Statement: Yes No

Recommended Board Action: I move to adopt a Resolution Number 2015-R-__ amending the maximum number of residential building permit allocations under the Carson City Growth Management Ordinance for the years 2016 and 2017 and estimating the maximum number of residential building permits for the years 2018 and 2019; establishing the number of residential building permit allocations available within the development and general property owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for growth management commission review, as recommended by the Planning Commission.

Planning Commission Recommendation: Recommended approval on May 27, 2015, by a vote of 6 ayes and 0 nays (1 absent).

Explanation for Recommended Board Action: See the attached staff report to the Planning Commission for further information.

Applicable State, Code, Policy, Rule or Regulation: CCMC 18.12 (Growth Management).

Fiscal Impact: N/A

Explanation of Impact: N/A

Funding Source: N/A

Alternatives: Modify the proposed allocations and/or water usage threshold.

Supporting Material:

- 1) Resolution
- 2) Planning Commission Case Record
- 3) Growth Management Report

Prepared By: Lee Plemel, Community Development Director

Reviewed By: 
 (Community Development Director)

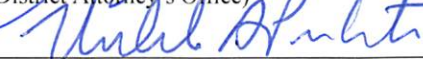
Date: 6-23-15


 (City Manager)

Date: 6/23/15


 (District Attorney's Office)

Date: 6/23/15


 (Finance Director)

Date: 6/23/15

Board Action Taken:

Motion: _____

- 1) _____
- 2) _____

Aye/Nay

(Vote Recorded By)

RESOLUTION NO. 2015-R-__

A RESOLUTION AMENDING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE CARSON CITY GROWTH MANAGEMENT ORDINANCE FOR THE YEARS 2016 AND 2017 AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2018 AND 2019; ESTABLISHING THE NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS AVAILABLE WITHIN THE DEVELOPMENT PROJECT AND GENERAL PROPERTY OWNER CATEGORIES; AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE FOR COMMERCIAL AND INDUSTRIAL BUILDING PERMITS AS A THRESHOLD FOR GROWTH MANAGEMENT COMMISSION REVIEW.

WHEREAS, Carson City Municipal Code Section 18.12 requires the Board of Supervisors of Carson City to establish a fixed number of residential building permits on a two year rolling basis, to establish the number of residential building permit allocations available within the Development Project and General Property Owner categories, and to establish a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review in order to manage growth within Carson City; and

WHEREAS, pursuant to Carson City Municipal Code Section 18.12 the Growth Management Commission met in a duly noticed public hearing on May 27, 2015, and recommended the maximum number of residential building permits to be made available for calendar years 2016 and 2017, and the Commission estimated the maximum number of residential building permits for calendar years 2018 and 2019; and

WHEREAS, the Board of Supervisors finds and declares pursuant to Carson City Municipal Code Section 18.12 that city water and wastewater treatment capacity are essential resources that limit the available residential building permits authorized by this resolution; and

NOW, THEREFORE, the Board of Supervisors hereby resolves:

A. Beginning on the first city working day in January 2016, the Building Division shall make available a total of **638** residential Growth Management allocations for building permits. The 2015 year-end balance of unused allocations shall be voided and returned to the utility manager. The allocations for residential building permits shall be disbursed as

follows:

1. For the general property owner category, a subtotal of **274** residential permits (43% of total residential building permit allocation). General property owners shall be entitled to apply for a maximum of 30 residential building permits in Period 1 (January through March 2015) subject to the availability of building permits.

2. For the development project category, a subtotal of **364** residential building permits (57% of total residential building permit allocation). Individual development projects qualified for inclusion on the project list shall be entitled to apply for an equal share of building permits during Period 1 based on the number of qualified development projects that have applied to the Building Division for development project status as of the first City working day in January 2016. Where a development project has less lots or units than the total share of building permits allocated to it, the remaining building permits shall be distributed equally among the remaining development projects. Additional development projects may be added to the list during Period 1 and use any remaining building permits. If no additional permits are available in Period 1 in this category, development projects not on the list at the beginning of Period 1 may only apply for building permits from the general property owner category during Period 1 in accordance with the limitations set forth above and may be added to the development category anytime during Period 2 (April through June 2016).

3. Any residential building permits remaining from Period 1 shall be made available in Periods 2 (April through June) and 3 (July through December 2015) in accordance with Carson City Municipal Code Section 18.12.055.

B. Beginning on the first city working day in January 2017, the Building Department may upon Board of Supervisors' approval make available pursuant to Carson City Municipal Code Section 18.12 a maximum total of **657** residential building permits, assuming three percent growth in 2016. The building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **283** residential building permits may be made available. General property owners shall be entitled to apply

for a maximum of 30 residential building permits in Period 1 subject to the availability of building permits.

2. For the development project category, a subtotal of **374** residential building permits may be made available. Development projects qualified for inclusion on the project list shall be entitled to apply for building permits in accordance with paragraph A(2), above.

3. Any building permits remaining from Period 1 shall be made available for Periods 2 and 3 in accordance with Carson City Municipal Code Section 18.12.

C. For calendar year 2018, it is estimated that the Board of Supervisors may make available a maximum of 677 residential building permits, assuming continued three percent growth.

D. For calendar year 2019, it is estimated that the Board of Supervisors may make available a maximum of 697 residential building permits, assuming continued three percent growth.

E. Pursuant to Carson City Municipal Code Section 18.12, prior to issuance of building permits, any commercial or industrial projects proposed after the adoption of this Resolution that exceed the threshold of **15,000 gallons per day water usage** must have the Growth Management Commission's review and approval to assure water availability.

F. Any building permits made available by this resolution shall be subject to all of the requirements of Carson City Municipal Code Chapter 18.12 (Carson City Growth Management Ordinance).

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G. This resolution supersedes all prior resolutions establishing growth management allocations and shall have the full force and effect of law and be incorporated by this reference into Carson City Municipal Code Chapter 18.12.

ADOPTED this _____ day of _____, 2015.

VOTE: AYES: _____

NAYS: _____

ABSENT: _____

ROBERT L. CROWELL, Mayor

ATTEST:

SUE MERIWETHER, Clerk-Recorder

CARSON CITY PLANNING COMMISSION

CASE RECORD

MEETING DATE: May 27, 2015

AGENDA ITEM NO.: F-2

APPLICANT(s) NAME: N/A
PROPERTY OWNER(s): N/A

FILE NO. GM-15-035

ASSESSOR PARCEL NO(s): N/A
ADDRESS: N/A

APPLICANT'S REQUEST: For Possible Action: For Possible Action: To recommend to the Board of Supervisors a Resolution establishing the maximum number of residential building permit allocations under the Growth Management Ordinance for the years 2016 and 2017 and estimating the maximum number of residential building permits for the years 2018 and 2019; establishing the number of building permit allocations within the Development and General Property Owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review.

COMMISSIONERS PRESENT: CASTRO ESSWEIN SATTLER
 GREEN SALERNO OWEN WENDELL

STAFF REPORT PRESENTED BY: Lee Plemel REPORT ATTACHED
STAFF RECOMMENDATION: APPROVAL
APPLICANT REPRESENTED BY: N/A

No persons spoke in favor or in opposition of the proposal.

DISCUSSION, NOTES, COMMENTS FOR THE RECORD:

None

MOTION WAS MADE TO RECOMMEND APPROVAL OF THE RESOLUTION

MOVED: Salerno **SECOND:** Sattler **PASSED:** 6/AYE 0/NO 0/ABSTAIN 1/ABSENT

SCHEDULED FOR THE BOARD OF SUPERVISORS **DATE:** July 2, 2015

**STAFF REPORT FOR THE GROWTH MANAGEMENT COMMISSION MEETING OF
MAY 27, 2015**

FILE NO: GM-15-035

AGENDA ITEM: F-2

STAFF AUTHOR: Lee Plemel, AICP, Community Development Director

REQUEST: Action to recommend to the Board of Supervisors approval of a Resolution for the establishment of the number of Growth Management residential building permit entitlements and the commercial and industrial average daily water usage threshold for 2016 pursuant to the Carson City Municipal Code (CCMC) 18.12, Growth Management Ordinance.

RECOMMENDED MOTION: "I move to recommend to the Board of Supervisors approval of a maximum total of 638 residential building permit entitlements for 2016, with an allocation of 274 entitlements for the general property owner category and 364 entitlements for the development category, and to establish the commercial and industrial development water usage threshold of 15,000 gallons per day annual average for Growth Management Commission review, and distribution and allocations for future years as further provided in the draft Board of Supervisors Resolution."

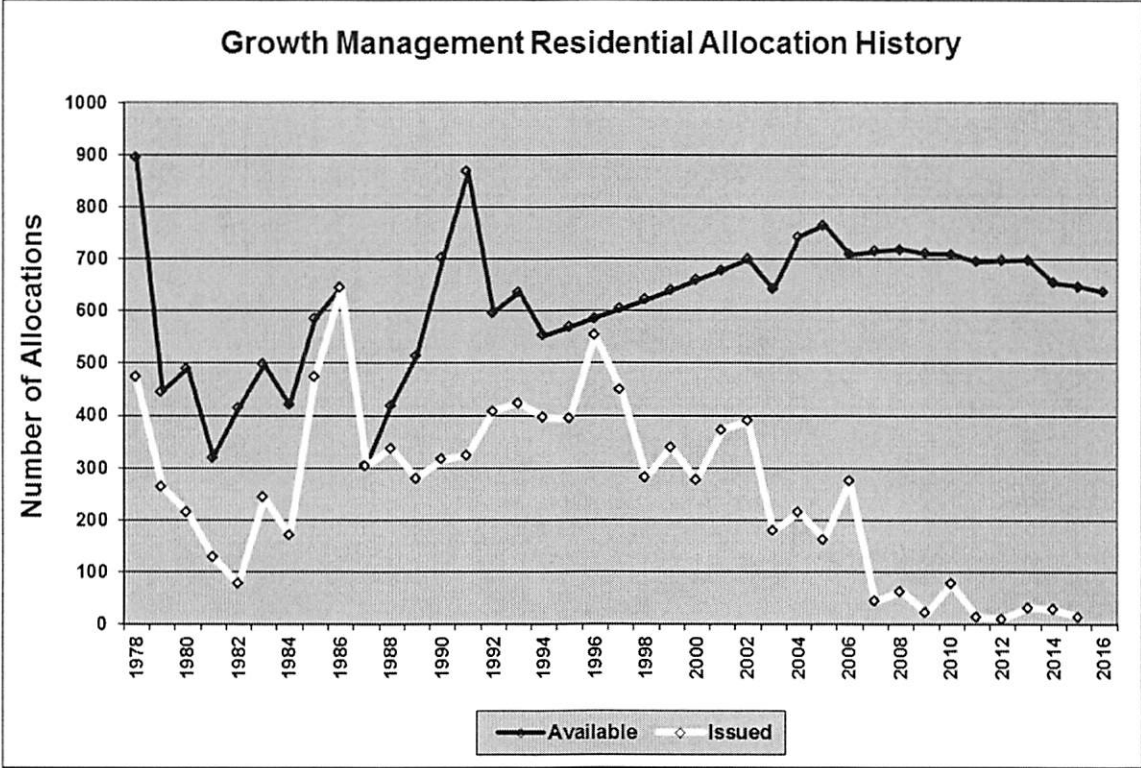
BACKGROUND:

The Planning Commission serves as the Growth Management Commission per the Carson City Municipal Code (CCMC) Title 18, Chapter 18.12 (Growth Management Ordinance). The Growth Management Commission is responsible for annually reviewing the information provided by various affected city departments and outside agencies and submitting a recommendation to the Board of Supervisors to:

1. Establish a fixed number of residential building permits to be made available in the following two calendar years (2016 and 2017, on a rolling calendar basis) and estimate the number to be made available in the third and fourth years (2018 and 2019).
2. Establish a distribution of the total building permit entitlements between the "general property owner" and "development project" (31 or more lots or units) categories.
3. Establish a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review.

The Growth Management Ordinance was originally implemented in the late-1970's to address the City's ability to provide the necessary water and sanitary sewer infrastructure to keep pace with growth at that time. For most of the Growth Management program's more recent history, the total number of building permit entitlements in a given year has been roughly based upon a maximum growth rate of 3%. Entitlements have historically been allocated between the "general property owner" and "development project" (owners/developers with 31 or more lots/units) categories in a 43%-57% split, respectively.

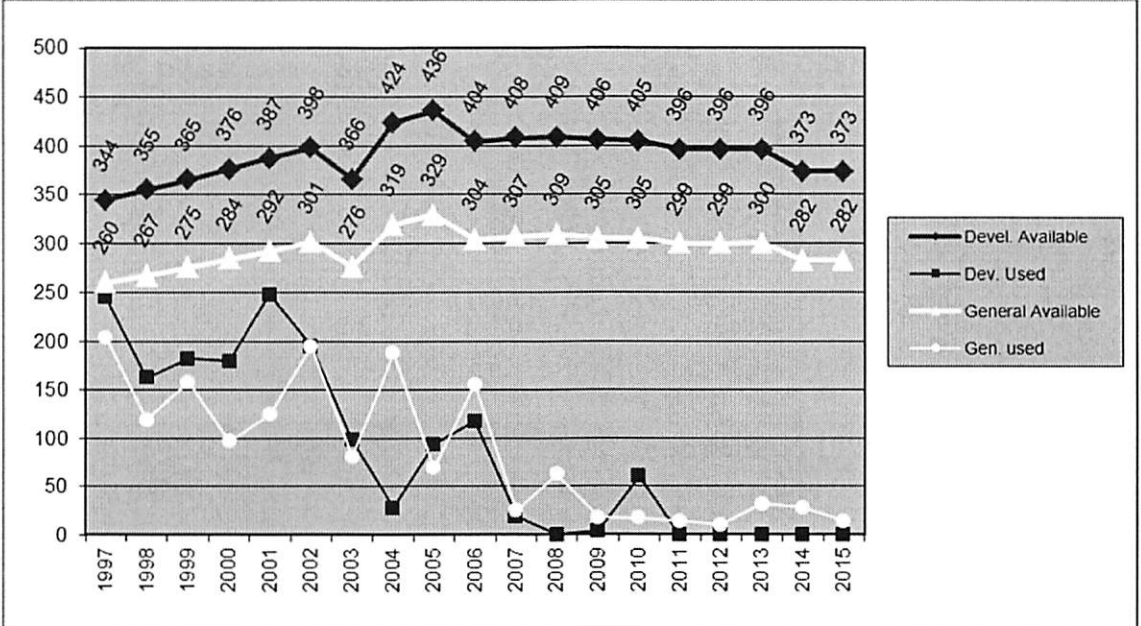
The following graphs provide historical data regarding the number of permits available, the number of permits used by the general property owner and development categories, and permits used by type of residence.



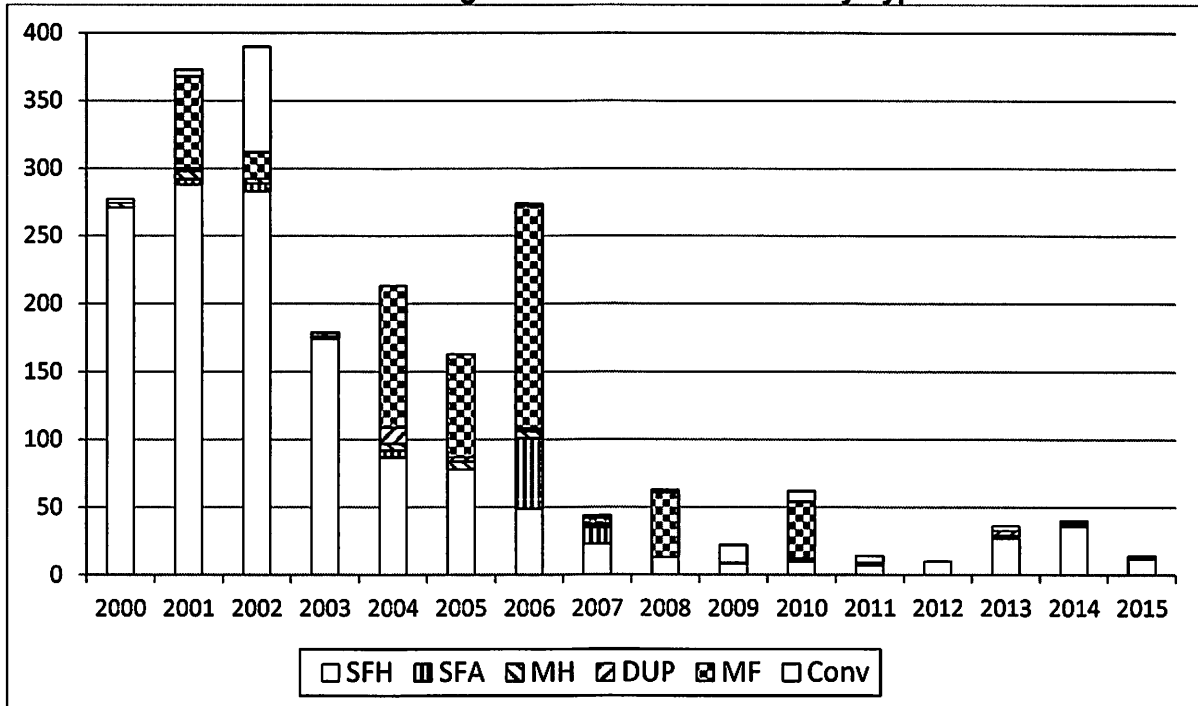
• 2015: 12 new SF residential units and 2 SF-attached units as of May 8, 2015.

- 270 = Avg. Issued/yr. 1985-2014 (30 years)
- 209 = Avg. Issued/yr. 1995-2014 (20 years)
- 73 = Avg. Issued/yr. 2005-2014 (10 years)
- 32 = Avg. Issued/yr. 2010-2014 (5 years)

Allocations by General and Developer Categories



Growth Management Allocations Issued by Type



Through May 8, 2015

SFH – Single Family Detached
 SFA – Single Family Attached
 MH – Mobile Home

DUP – Duplex
 MF – Multi-family attached (3+ units, single ownership)
 Conv – Conversion of existing unit from well to water system

DISCUSSION:

The Planning Division has solicited comments from various City departments, the school district, and various agencies regarding their ability to accommodate growth within Carson City and, if applicable, what limits should be set on the issuance of residential permits for 2016. Written comments received are attached to this staff report. Though City departments generally note limitations in their ability to accommodate City growth at current staffing levels, no City Department or other agency comments include a recommendation to reduce the number of residential permits to be made available in 2016. Please refer to the attached comments for more detail.

The Planning Division annually provides various informational data for the Commission's and Board of Supervisors' review and consideration in determining the number of residential allocations that will be made available, as well as the average daily water usage threshold for Growth Management review. Following is additional information for consideration.

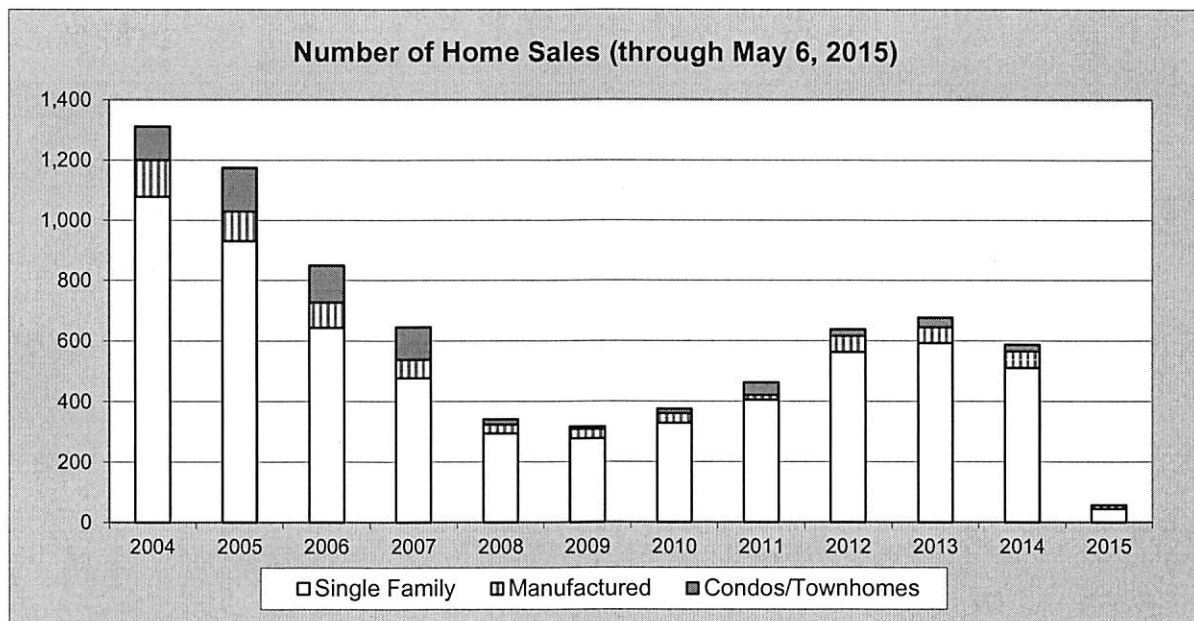
- Where does the City currently stand in relation to residential "build out" capacity?

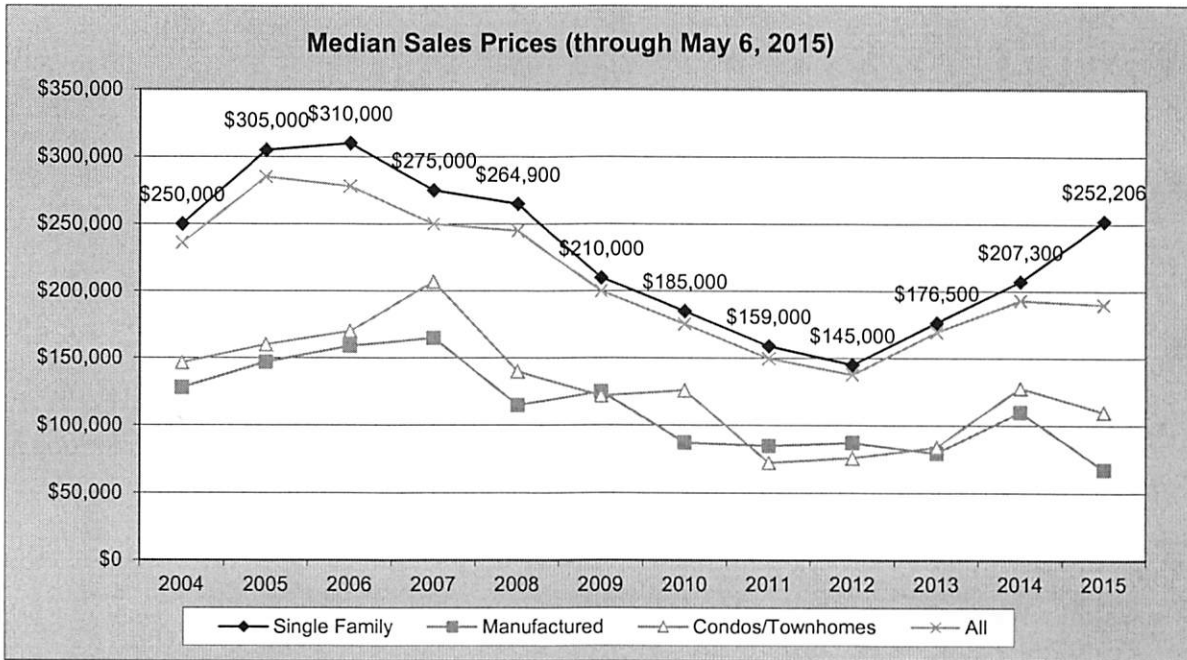
Carson City land use, water, sewer, and transportation long-range planning has been based on an estimated "build out" population of 75,000 to 80,000. Carson City currently has approximately 23,500 residential units (per 2010 US Census), with a population of approximately 53,969 (2014 State Demographer's estimate). Approximately 29,500-31,500 residential units would be required to accommodate a population of 75-80,000 (assuming approximately 2.54 persons per unit per 2010 US Census data). This leaves approximately 6,000 to 8,000 residential units—

about one-quarter to one-third of our current residential unit count—remaining to be constructed before the City’s planned build out population is reached.

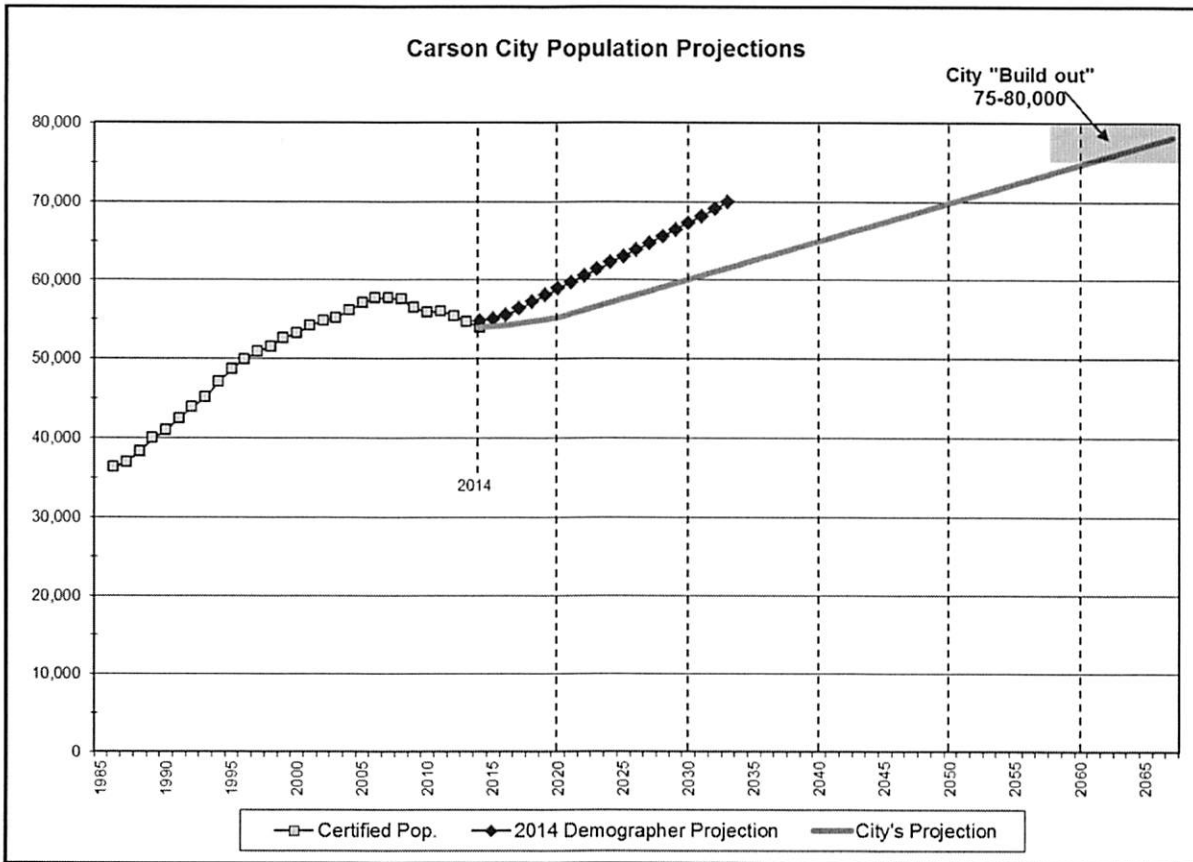
A list of available buildable (vacant) subdivision lots and approved subdivisions is included as Attachment E. City records indicate there are approximately 288 vacant subdivision lots (as of April 17, 2015) with an additional 869 lots remaining to be recorded from various approved subdivision maps, for a total of 1,157 potential lots. There is also a 90-unit apartment complex that received Major Project Review approval and two Conceptual Subdivision Maps with a total of 59 potential single-family residential lots that have been reviewed by City staff within the last year. Refer to Attachment E for more details. Note that these figures do not account for other vacant parcels that are not part of subdivisions or other larger parcels with potential to be subdivided.

The number of home sales can have an impact on the demand for construction of new homes. Slower home sales can slow demand for new construction, but increased sale prices could make new construction economically feasible and lead to more construction. The following two graphs show that total home sales declined slightly last year (2014) after four straight years of increased sales. The median single-family home price has increased the last two years after bottoming out in 2012.





Source: Carson City Assessor's Office



The preceding table shows population projections provided by the State Demographer as well as projections used by Carson City for long-range planning purposes. The City uses these projections for long-range regional transportation plans, and water and sewer capacity planning. For planning purposes, Carson City is anticipating average long-term growth of approximately 0.8%-1.0%.

- Given current City staffing levels, does City staff have the capacity to process 638 permits and accommodate that much growth if the maximum amount were submitted in any given year?

The building permit center is an “enterprise fund,” meaning it uses revenues directly generated by permits to fund the permit center functions. When more permits are submitted, this immediately generates revenues that can be used to ensure that appropriate staff is hired to handle the permit processing workload. This includes funding the time for staff in the Community Development, Public Works, Fire, and Health Departments to review and inspect building permit plans. While staff does not anticipate a rapid increase in building permits to hundreds in the next year, the funds generated from building permits could be used to hire any additional staff necessary to process the permits.

This could also be said of many services provided by the City. Some City departments have noted that they cannot accommodate growth while maintaining current levels of service at existing staffing levels. However, while there could be temporary service impacts if growth were to suddenly spike, the growth would also bring with it additional City revenues to be able to pay for additional resources to meet the growth demand. Significant growth in the residential sector of the economy would be an indicator that the overall economy is significantly improving, which would also result in additional City revenues. It should also be noted that there would be a delay of a few months between the issuance of a building permit and the completion and occupancy of a residence, delaying the associated population growth impacts. Limiting the number of available permits would have a suppressive effect on the Carson City economy.

- How is the number of available allocations determined each year?

The Growth Management Ordinance does not specify how to determine the number of allocations that should be made available each year, only that “essential resources” must be considered in determining that number. For most of the Growth Management Ordinance’s history—including the last 20 years—a general rule of 3% growth has been used.

Various methods of determining the exact number of allocations to be made available have been used over the program’s history, resulting in a wide range of allocation maximums over the years, particularly before 1992. Unused allocations were carried over to the following year during a certain period, with adjustments made every few years. During a period in the 1990’s, the available allocations were increased by 3% each year, even though actual population growth was occurring at a slower rate during that same period. The Growth Management files from prior to 2006 do not indicate the exact methodology used in determining the number of allocations.

In 2006, the current method of determining the number of allocations was established. This method uses the most recent available State Demographer population estimates for Carson City (usually one year behind) as the base for establishing the number of permits that would, in theory, result in 3% growth. This method also uses the latest available Census data for the average number of persons per household (2.54) to calculate the allocations. The details of the

methodology used in determining the recommended allocations for 2016 are included in Attachment D. The methodology has been included in each report since 2006 to establish a consistent method that can be tracked through time.

You may note a slight drop in the number of recommended allocations from 2015 to 2016, from 647 to 638. This is due to a slight reduction in the State Demographer's population estimate from 2013 to 2014, which reduces the "base" population from which the allocations are derived. Similar allocation reductions in the recent past are a result of State Demographer estimated reduction in population, as well. Overall, this reduction in allocations is relatively insignificant compared to the overall number of allocations that have been made available.

While the ordinance requires establishing the number of allocations to be made available in the second year and estimating the number for the third and fourth years, the ordinance also requires that these numbers be evaluated and set annually. Therefore, if certain service capacity issues arise in any given year, the estimated number of allocations for future years can be adjusted. Also, the number of allocations can only approximate how much actual growth will occur in the City. For example, the State Demographer estimates that the City's population decreased slightly in recent years, primarily due to employment impacts, even though new residential units have been constructed during that time. Potentially, the City could see an actual growth rate of more than 3% in any given year even though all of the available residential allocations are not used.

- Is the annual Growth Management residential limitation necessary when it is not anticipated that the full allocation will be utilized?

The Growth Management program was developed in response to a moratorium by the State Division of Water Resources on new subdivisions in Carson City in the 1970's due to wastewater and water capacity issues. The program was developed in cooperation with the State to address their issues. Those issues were addressed by the City years ago. However, while there are no apparent, imminent capacity issues expected in the near future, staff believes the program should remain in place, in part, to stay in good standing with the State on water- and wastewater-related issues. It is also an established program that could be used in the future if growth capacity issues arise.

Commercial and Industrial Average Daily Water Usage Threshold

The Commission is also required to establish the average daily water usage threshold for Growth Management Commission review. A threshold of 7,500 average gallons per day has historically been used for at least most of the Growth Management program's history. To give an idea of how much water this is, it is approximately the average amount used by a large restaurant, including landscape irrigation. With recent and continued improvements to the water system and additional water resources being produced and delivered from the Carson Valley, Public Works staff recommends increasing the average daily water usage threshold to 15,000 gallons. In addition to the water infrastructure improvements, the City's development standards and building codes have improved over the years to where water conservation measures, such as low-flow fixtures, are included as part of the standard requirements for new commercial and industrial development. The Public Works Department has the ability to require improvements with building permits that are necessary to meet water demands for each project without Growth Management Commission review.

Public Works staff will provide a more detailed presentation regarding water supply, demand and forecasts at the Planning Commission meeting.

ALTERNATIVES AND CONCLUSION:

Staff believes that the Growth Management program is an important planning tool to keep in place. While it may not have resulted in actually denying any building permits over the last 20-plus years, it could address any future growth pressures that may occur. Setting a limit where permits are denied in any given year should not be a measure of the program’s success or failure. Carson City is one of the relatively few cities in the country that has such a program, and it is much easier to keep a valid growth management system in place that to re-adopt a new one when it may be needed.

Per the Growth Management Ordinance, the Growth Management Commission must recommend the total number of available permits and the distribution between categories for the years 2016 and 2017 and recommend an estimated number of total permits available for 2018 and 2019. A distribution of 43% to the “general property owner” category and 57% to the “development project” category has historically been established and is recommended by staff to continue. The following table shows allocation alternatives for various growth rates and how these rates would affect the number of available allocations.

Permit Allocation Alternatives

Rate	Category	2016	2017	2018	2019
3.0%	Total	638	657	677	697
	General	274 (43%)	283 (43%)	--	--
	Development	364 (57%)	374 (57%)	--	--
2.5%	Total	532	545	559	573
	General	229 (43%)	234 (43%)	--	--
	Development	303 (57%)	311 (57%)	--	--
2.0%	Total	426	434	443	452
	General	183 (43%)	187 (43%)	--	--
	Development	243 (57%)	247 (57%)	--	--

Carson City has historically based the number of available permits in a given year on allowing a maximum growth rate of 3%. Note that future allocation estimates assume a continued actual growth rate of 3% and are adjusted each year based on actual estimated population growth figures—i.e. actual growth of less than 3% would result in fewer allocations in future years.

Staff recommends continuing the allocation system based upon a maximum growth rate of 3%. Refer to Attachment C to see how the allocations would be distributed throughout the year per the requirements of the Growth Management ordinance. While the actual number of permits issued has not approached the number allocated since 1996 and it is not anticipated that the actual permits issued would reach the maximum in the short-term, the recommended allocation would allow the maximum flexibility in providing building permits as new development occurs. Unnecessarily limiting the number of building permits could have a negative impact on the ability of developers to obtain financing for proposed developments and have a generally suppressive effect on the Carson City economy.

The reduction in revenues coming into the City in recent years has resulted in reduction in staff and resources to accomplish various departments’ missions. Growth without City revenue increases for additional City service demands would certainly have a negative impact on service levels. While increased resources are needed to accommodate growth, an increase in residential construction would be a positive indicator in economic recovery and an increase in City revenues to pay for the necessary resources.

Please contact Lee Plemel in the Planning Division at 887-2180 if you have any questions regarding the Growth Management program.

Attachments:

- A) Agency comments
- B) Draft Resolution
- C) Building Permit Distribution Table for 2013 (3%)
- D) Methodology, Number of Available Permits
- E) Buildable Lots and Approved Projects List



CARSON CITY NEVADA
Consolidated Municipality and State Capital
PUBLIC WORKS

ATTACHMENT A
Agency Comments

MEMORANDUM

TO: Carson City Planning Commission
FROM: Darren Schulz, Public Works Director
DATE: May 7, 2015
SUBJECT: Growth Management Report 2016

Thank you for the opportunity to inform you of the status of our operations and our ability to serve Carson City at a projected growth rate up to 3% through 2016.

The operational reports are as follows:

WATER OPERATIONS:

Carson City's existing usable water rights are 18,272 acre-feet per year.

Carson City must allocate approximately 1,300 acre-feet to remaining approved undeveloped lots. As required by the State Engineer's Office, additional parceling is also being accounted for. It is estimated that in 2016, Carson City's water usage will be approximately 11,660 acre-feet. This number includes State, commercial and industrial usage.

Subtracting the predicted 2016 water usage of 11,660 acre-feet and outstanding water commitments of 1,300 acre-feet from Carson City's usable water rights of 18,272, leaves a balance of approximately 5,312 acre-feet, which may be allocated towards new development.

Carson City continues to utilize conjunctive use water management. During the year of 2014, Carson City met its annual water needs from 64% groundwater and 36% surface sources. It is the goal of Public Works to provide the equipment for and operate the water system so that Carson City's needs can be fulfilled utilizing a combination of groundwater and surface sources dependent upon availability, allowing true conjunctive use water management.

Carson City will continue the outside water management program during the 2016 irrigation season which includes a THREE-DAY-A-WEEK schedule where odd-numbered addresses water on Tuesday, Thursday and Saturday and even-numbered addresses water on Sunday, Wednesday and Friday, with no watering between the hours of 10:00 a.m. to 6:00 p.m. Watering on Mondays is prohibited. This allows time for resting of the system and filling of tanks.

State Engineer's Order 1140 allows Carson City to pump additional Eagle Valley groundwater during drought years. This allows Carson City to pump a maximum of 11,700 acre-feet from the



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PUBLIC WORKS

Eagle Valley ground water basin for a one year period provided that the average ground water pumped from Eagle Valley over a period of five consecutive drought years will not exceed 9,900 acre-feet annually.

While the current drought is of concern for supplying maximum day demand, a 3% development rate could be accommodated.

Carson City Public Works can accommodate the projected growth for the remainder of 2015 through 2016, dependent on the completion of the planned capital improvement projects regarding storage, treatment, distribution and production facilities.

With regards to the threshold for Growth Management review, we recommend to set the threshold at 15,000 gallons per day. The previous 7,500 gallons per day was set at a time when any water use above residential development could have been a detriment to the system. Even in the current drought, this amount can be handled.

SEWER OPERATIONS:

The wastewater reclamation facility is permitted to process a sewage flow of 6.9 million gallons per day (MGD). The 2014 average flow was 4.1 MGD. With respect to the planned growth, a potential development rate of 3% through 2016 could be accommodated by the WWRP and sewer operations.

TRANSPORTATION:

The Carson City Public Works Department is responsible for the construction and maintenance of the City's street network as well as bicycle and pedestrian facilities. Additionally, the City operates a public transit system. The City also works closely with the Nevada Department of Transportation, which owns and operates state highways in the City. The State-owned roads include the Carson City Freeway, which currently terminates at Fairview Drive and is part of I-580 connecting to Reno.

With respect to the planned growth of the City and how that may be expected to impact the City's transportation system, the potential development rate of 3% through 2016 could be accommodated by the existing and planned transportation system.

Public Works staff, who serve both the Carson City Regional Transportation Commission (CCRTC) and the Carson Area Metropolitan Planning Organization (CAMPO) are familiar with the current system, the improvements that are planned to be implemented by the year 2016, and the planned improvements through the year 2035. With this knowledge, we have determined that the current system is operating well. The most notable planned project is the completion of the Carson City Freeway by the Nevada Department of Transportation, which will provide significant additional traffic-carrying capacity and further reduce traffic volumes on parallel City-owned surface streets.

3505 Butti Way, Carson City, NV 89701 (775) 887-2355 FAX (775) 887-2112

Operations: Water, Sewer, Streets, Wastewater, Landfill, Environmental
Engineering, Transportation, Capital Projects



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One of the important tools available for these evaluations is a travel demand model developed and maintained as part of CAMPO responsibilities. This model, based on existing and forecasted land use and socio-economic data developed in cooperation with the Carson City Planning Division, forecasts traffic volumes by street up to year 2035. This model allows for evaluations of the impacts of changes in the land use base, the transportation network, or both. Model is consistently improved and can be used to support subarea analyses as needed.

LANDFILL OPERATIONS:

The landfill has a projected life expectancy of approximately 50 years. With respect to the planned growth, a potential development rate of 3% through 2016 could be accommodated by the landfill.



Memorandum

To: Director Lee Plemel
From: Ken Sandage, Asst. Sheriff
Date: May 5, 2015
Subject: Growth Management

The Carson City Sheriff's Office, along with other city entities, has suffered a dramatic reduction in man power during the 2010 layoffs. As a public safety organization, our service deliveries and public expectations are considered favorable, notwithstanding a reduced workforce as mentioned.

The approval for Schulz Ranch 424 residential units will have an amplified effect on how this agency can provide law enforcement services in an efficient and timely manner. The location of the housing track represents a land-locked response coming from the north only. The responding beat officer and available back-up will come with a delay based exclusively on driving distances and only two limited routes of entry (Topsy Lane or Center Dr.). Enforcement will start instantaneously upon breaking ground. The surge of construction workers and equipment will become a target of vandalism and theft. Presently, our statistics trend with 30 true-crime incidents per 1,000 residents. Similarly, the Schulz Ranch will cause an increased workload.

Additional staffing of officers and support staff would be required to adequately provide professional public safety to the Schulz Ranch subdivision. Please feel free to contact me with any other additional questions that you may have.

Regards,

Ken Sandage, Asst. Sheriff

A handwritten signature in black ink, appearing to be 'Ken Sandage', written over a horizontal line.



CARSON CITY FIRE DEPARTMENT

"Service with Pride. Commitment. Compassion"

May 15, 2015

Lee Plemel, Planning Director
Carson City Planning Division
Carson City Planning Commission
108 E. Proctor St.
Carson City, NV 89701

Dear Lee and Commission Members,

Emergency response resources in Carson City have exceeded their limitations. This applies to both Emergency Medical Services (EMS), as well as fire resources. We are supplemented by mutual aid (out of County) resources nearly 500 times annually. It is clear that our present emergency system is taxed to the point where response times are nearly two minutes longer than they were just 10 years ago.

While our resources are stretched, not all of the resource utilization can be attributed to growth. Population increases over the past ten years has averaged around 1%, while calls for service have increased by 4% annually over that same period of time. The correlation between population growth and call volume increases are not proportional. For this reason, I believe that limitations to growth will not likely have a tremendous impact upon our resources utilization.

Where growth will impact emergency services is in the development of the outer reaches of our community. As growth moves to the outer reaches of the community, the ability for the Fire Department to provide timely emergency responses for both fire and medical emergencies is difficult. Response times to remote locations can exceed nine minutes, a number that is beyond recommendations for fire and medical responses. In addition to longer response times, building in the wildland/urban interface environment increases the need for resources in the event of a wildland fire. We have attempted to mitigate the threat to homes in the urban interface by implementing code changes to address the most prevalent concerns. However, the fact remains, if a fire occurs, the number of responding fire units will need to be sufficient to address the threat.

In summary, the Fire Department is beyond its capacity to provide fire and EMS protection to the community. While response times are maintaining at a steady level, dependence upon out of county mutual aid is increasing yearly. The growth management ordinance and limitation on growth will likely not have an effect upon this trend, except as it pertains to construction in the City's rural areas.

Please contact me if you need any additional information.

Sincerely,

Robert F. Schreihans
Fire Chief



Carson City Planning Division

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Carson City, Nevada 89701
(775) 887-2180
planning@carson.org
www.carson.org/planning

TO: Mark Korinek
CC School District
PO Box 603
Carson City, NV 89702

Handwritten signature and date: 5/1/15

FROM: Lee Plemel, Community Development Director

DATE: April 16, 2015

SUBJECT: **Growth Management for 2016 Residential Allocations and Commercial Average Daily Water Usage**

The Carson City Growth Management Commission (Planning Commission) will hold its annual meeting on Wednesday, May 27, 2014, to recommend residential entitlements and maximum average daily water usage for commercial and industrial uses for the Growth Management program for the 2016 calendar year as required by Carson City's Growth Management Ordinance (CCMC 18.12). The Board of Supervisors will take final action on the allocations in July 2015.

This letter is intended to solicit your input in accordance with the Growth Management Ordinance in order to assemble data and comments relative to the effect that residential growth and commercial water usage has on services your department or agency provides to the citizens of Carson City. Specifically, the Growth Management Commission and Board of Supervisors are interested in determining how the allocation of permits for residential construction in 2016 will impact your department's or agency's ability to serve the citizens of Carson City and what level of residential growth could be accommodated. (Note: The number of residential permits made available annually has historically corresponded to a number that would result in approximately 3% residential growth.)

Please address the following questions in your response:

- NO*
1. Does your department or agency have any extraordinary service capacity issues that would be negatively impacted by residential growth in 2016-17? If so, identify the issues.
 2. Do you recommend limiting the number of residential building permits (new construction) that will be made available for the 2016 calendar year to address these issues? If so, what limit, and how will this limit on residential growth help resolve your service capacity problem?
 3. What is needed by your department or agency to solve any service capacity issues identified above?
- NO*

Brian Sandoval
Governor



James R. Wells, CPA
Interim Director

Gustavo "Gus" Nunez
Administrator

Carson City Offices:
Public Works Section
515 East Musser Street, Ste. 102
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STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Public Works Division

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April 21, 2015

Mr. Lee Plemel, Community Development Director
Carson City Planning Division
108 E. Proctor Street
Carson City, Nevada 89701

Dear Mr. Plemel,

This letter is in response to your letter dated April 16, 2015 regarding Growth Management for 2016 Residential Allocations and Commercial Average Daily Water Usage. As you know, the State of Nevada manages the Marlette Lake Water System that supplies Carson City with raw water only.

There were several items in your letter that you requested we specifically address that are listed below:

1. *Does your department or agency have any extraordinary service capacity issues that would be negatively impacted by residential growth in 2016-17? If so, identify the issues.*
Response: The Marlette Lake Water System is limited in its ability to supply raw water by the accumulated snow fall in the Sierra Nevada Mountains above Carson City. Growth in Carson City does not affect the amount of raw water the system can supply.
2. *Do you recommend limiting the number of residential building permits (new construction) that will be made available for the 2016 calendar year to address these issues? If so, what limit, and how will this limit on residential growth help resolve your service capacity problem?*
Response: As stated in the response to Item 1 above, growth in Carson City does not affect the ability of the Marlette Water System to supply raw water.
3. *What is needed by your department or agency to solve any service capacity issues identified above?* **Response: Several projects are in construction now or are in the planning phase that will increase the capacity of the Marlette Lake Water System in the future.**

If you have any further questions, please do not hesitate to contact me at any time.

Sincerely,

A handwritten signature in cursive script that reads "Thomas P. Federici".

Thomas P. Federici, P.E.
Deputy Administrator B&G

RESOLUTION NO. 2015-R-__

A RESOLUTION AMENDING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE CARSON CITY GROWTH MANAGEMENT ORDINANCE FOR THE YEARS 2016 AND 2017 AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2018 AND 2019; ESTABLISHING THE NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS AVAILABLE WITHIN THE DEVELOPMENT PROJECT AND GENERAL PROPERTY OWNER CATEGORIES; AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE FOR COMMERCIAL AND INDUSTRIAL BUILDING PERMITS AS A THRESHOLD FOR GROWTH MANAGEMENT COMMISSION REVIEW.

WHEREAS, Carson City Municipal Code Section 18.12 requires the Board of Supervisors of Carson City to establish a fixed number of residential building permits on a two year rolling basis, to establish the number of residential building permit allocations available within the Development Project and General Property Owner categories, and to establish a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review in order to manage growth within Carson City; and

WHEREAS, pursuant to Carson City Municipal Code Section 18.12 the Growth Management Commission met in a duly noticed public hearing on May 27, 2015, and recommended the maximum number of residential building permits to be made available for calendar years 2016 and 2017, and the Commission estimated the maximum number of residential building permits for calendar years 2018 and 2019; and

WHEREAS, the Board of Supervisors finds and declares pursuant to Carson City Municipal Code Section 18.12 that city water and wastewater treatment capacity are essential resources that limit the available residential building permits authorized by this resolution; and

NOW, THEREFORE, the Board of Supervisors hereby resolves:

A. Beginning on the first city working day in January 2016, the Building Division shall make available a total of **638** residential Growth Management allocations for building permits. The 2015 year-end balance of unused allocations shall be voided and returned to the utility manager. The allocations for residential building permits shall be disbursed as

follows:

1. For the general property owner category, a subtotal of **274** residential permits (43% of total residential building permit allocation). General property owners shall be entitled to apply for a maximum of 30 residential building permits in Period 1 (January through March 2015) subject to the availability of building permits.

2. For the development project category, a subtotal of **364** residential building permits (57% of total residential building permit allocation). Individual development projects qualified for inclusion on the project list shall be entitled to apply for an equal share of building permits during Period 1 based on the number of qualified development projects that have applied to the Building Division for development project status as of the first City working day in January 2016. Where a development project has less lots or units than the total share of building permits allocated to it, the remaining building permits shall be distributed equally among the remaining development projects. Additional development projects may be added to the list during Period 1 and use any remaining building permits. If no additional permits are available in Period 1 in this category, development projects not on the list at the beginning of Period 1 may only apply for building permits from the general property owner category during Period 1 in accordance with the limitations set forth above and may be added to the development category anytime during Period 2 (April through June 2016).

3. Any residential building permits remaining from Period 1 shall be made available in Periods 2 (April through June) and 3 (July through December 2015) in accordance with Carson City Municipal Code Section 18.12.055.

B. Beginning on the first city working day in January 2017, the Building Department may upon Board of Supervisors' approval make available pursuant to Carson City Municipal Code Section 18.12 a maximum total of **657** residential building permits, assuming three percent growth in 2016. The building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **283** residential building permits may be made available. General property owners shall be entitled to apply

for a maximum of 30 residential building permits in Period 1 subject to the availability of building permits.

2. For the development project category, a subtotal of 374 residential building permits may be made available. Development projects qualified for inclusion on the project list shall be entitled to apply for building permits in accordance with paragraph A(2), above.

3. Any building permits remaining from Period 1 shall be made available for Periods 2 and 3 in accordance with Carson City Municipal Code Section 18.12.

C. For calendar year 2018, it is estimated that the Board of Supervisors may make available a maximum of 677 residential building permits, assuming continued three percent growth.

D. For calendar year 2019, it is estimated that the Board of Supervisors may make available a maximum of 697 residential building permits, assuming continued three percent growth.

E. Pursuant to Carson City Municipal Code Section 18.12, prior to issuance of building permits, any commercial or industrial projects proposed in 2015 that exceed the threshold of **15,000 gallons per day water usage** must have the Growth Management Commission's review and approval to assure water availability.

F. Any building permits made available by this resolution shall be subject to all of the requirements of Carson City Municipal Code Chapter 18.12 (Carson City Growth Management Ordinance).

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G. This resolution supersedes all prior resolutions establishing growth management allocations and shall have the full force and effect of law and be incorporated by this reference into Carson City Municipal Code Chapter 18.12.

ADOPTED this _____ day of _____, 2015.

VOTE: AYES: _____

NAYS: _____

ABSENT: _____

ROBERT L. CROWELL, Mayor

ATTEST:

SUE MERIWETHER, Clerk-Recorder

2016 Building Permit Distribution Table (at 3% growth)

	Period 1 January, February & March	Period 2 April, May & June	Period 3 July – December
Total Available	638 allocations available	Any remaining permits available	Any remaining available
Development Category (31 or more lots or units)	<p>364 building permits available (57%)</p> <p>Permits divided equally among the qualified development projects on the list as of January 2.</p> <p>Where a development project has less units or lots than the total number of building permits allocated to it, the remaining units shall be divided equally among the remaining development projects.</p> <p>Additional development projects may be added to the list during Period 1 and use any remaining building permits if the units or recorded lots of the qualifying projects on the list total less than the number of building permits allocated to the development category.</p>	<p>A maximum cumulative total of 546 permits (50% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until permits run out, whichever comes first.</p>	<p>Any remaining building permits available on a first come, first served basis</p>
General Category	<p>274 building permits available (43%)</p> <p>A maximum of 30 permits may be issued to an individual property owner during this period.</p>	<p>A maximum cumulative total of 548 permits (100% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until permits run out, whichever comes first.</p>	<p>Any remaining building permits available on a first come, first served basis</p>

Methodology for Determining Number of Residential Allocations

ATTACHMENT D

Assumptions:

- The 2013 certified Carson City population estimate is 54,668. (The most current population estimate.)
- This certified 2013 population estimate is used as the “baseline” for establishing 2016 residential allocations
- 2015 Population estimate = 2014 Pop. x 2014 allocations x 2.54 persons per household
- 2.54 persons per household is assumed per 2010 US Census.
- 2014 Population per Nevada State Demographer

Methodology:

- 1) (2014 pop.) + (2014 allocations issued x 2.54) = 2015 pop. est.
- 2) (2015 pop.) x (% growth rate) = 2016 population estimate
- 3) (2016 pop.) – (2015 pop.) = 2016 pop. growth estimate
- 4) (2016 pop. growth) ÷ (2.54 pop./unit) = **Number of 2016 allocations**

2014 Population:

53,969

2014 Res. Permits Issued:

28

At 3.0% growth rate:

- 1) 53,969 + 71 = 54,040
- 2) 54,040 x 1.03 (3.0%) = 55,661
- 3) 55,661 - 54,040 = 1,621 persons
- 4) 1,621 ÷ 2.54 = **638 allocations**

Subsequent Years

2017	657 at 3%
2018	677 at 3%
2019	697 at 3%

At 2.5% growth rate:

- 1) 53,969 + 71 = 54,040
- 2) 54,040 x 1.025 (2.5%) = 55,391
- 3) 55,391 - 54,040 = 1,351 persons
- 4) 1,351 ÷ 2.54 = **532 allocations**

Subsequent Years

2017	545 at 2.5%
2018	559 at 2.5%
2019	573 at 2.5%

At 2.0% growth rate:

- 1) 53,969 + 71 = 54,040
- 2) 54,040 x 1.02 (2.0%) = 55,121
- 3) 55,121 - 54,040 = 1,081 persons
- 4) 1,081 ÷ 2.54 = **426 allocations**

Subsequent Years

2017	434 at 2%
2018	443 at 2%
2019	452 at 2%

Carson City Approved Subdivision Vacant Lot Information

Recorded Subdivision Lots

	Subdivision Name	File No.	Approval Date	Lots Recorded	Vacant Lots	Location and Notes
1	Carmine Street	TSM-04-132	Oct-04	15	11	North of Hwy 50 East and South of Carmine Street
2	Cottonwood Court	P-92/93-4	Jul-93	20	7	North of Fifth St, east of Roop St
3	Goni Canyon Estates, Phase I Goni Canyon Estates, Phase 2 Goni Canyon Estates, Phase III	S-91/92-6	Jul-92	41 42 16	4 4 2	South of Fermi Rd; Goni Rd extension
4	Heritage Park at Quail Run Phase 5 Phase 6	P-93/94-2	Mar-94	21 82	8 13	Corner of Fairview Dr and Saliman Rd
5	Hidden Meadows Estates #1 Hidden Meadows Estates #2 Hidden Meadows Estates #4	S-95/96-6 S-96/97-3	Sep-96	31 25 30	2 1 4	East of Carson River Rd and south of Fifth St
6	Highland Estates	S-87-1	May-87	60	7	"C" Hill, west of Lake Glen Manor
7	Kingston Park	Parcel Maps	Jul-87	28	13	At the west end of Long St extension
8	Lakeview	S-79-4 S-79-5	May-79 May-79	258	34	South of Carson City/Washoe County line, west of US Hwy 395 North
9	Long Ranch Estates PUD, 1A Phase IB Phase 6	P-92/93-1	Nov-92	31 30 29	1 7 2	Approximately 1,000 ft. west of North Ormsby Blvd, and north and south of Kings Canyon Rd
10	Riverview PUD	PUD 9/78	Oct-78	262	9	East end of Fifth St, north of Eagle Valley Middle School
15	Schulz Ranch	TSM-05-144	Oct-05	100	100	
11	Silver Oak PUD (1,074 total)** Phase I Phase 5 Phase 12 Phase 18 Phase 20	P-93/94-1	Oct-93	70 33 60 21 17	2 2 3 1 15	West of N. Carson Street north of Winnie Lane ** Recorded lots plus remaining future phases.
12	Sundance Ridge II (SFA)	TSM-05-160	Nov-05	32	19	West of Lepire Drive
13	Timberline	no file #	Oct-78	101	10	West end of Combs Canyon Rd
14	Wellington Crescent	S-89/90-3	Jan-90	59	7	North of Ash Canyon Rd and approximately 1,300 ft. west of Winnie Lane

Through April 17, 2015 **Total of Vacant Subdivision Lots: 288**

Carson City Approved Subdivision Vacant Lot Information

Approved Tentative Maps with Lots Pending to Record

	Subdivision Name	File No.	Approval Date	Lots Approved	Lots Remaining	Location and Notes
T1	Silver Oak PUD	P-93/94-1	Oct-93	1074	449	West of N. Carson Street north of Winnie Lane.
T2	Clearview Ridge	TPUD-06-146	Sep-06	73	73	West side of Cochise, south side of Roventini.
T3	Ross Park PUD	TPUD-07-010	Mar-07	23	23	Snyder Ave., California St. & Appion Wy.
T4	Schultz Ranch Development	TSM-05-144	Oct-05	424	324	Race Track Road vicinity, east of Center Dr.

Total Approved Tentative Map Lots Pending: 869
Total of Vacant and Pending Subdivision Lots: 1,157

Multi-Family Residential Major Project Reviews (last 12 months)

	Development Name	File No.	Review Date	Proposed units	Location and Notes
M1	Silver Oak, GS Richards Blvd	MPR-15-029	Apr-15	90	GS Richards Blvd. at Ivy Baldwin Circle

Total Potential Multi-family Units: 90

Conceptual Map Reviews (last 12 months)

	Development Name	File No.	Date	Proposed Lots	Location and Notes
C1	Canyon View Subdivision	CSM-15-014	Mar-15	18	Hillview Drive south of Clearview Drive, Single Family One Acre
C2	Jackson/Eagle Station Lane	CSM-15-021	Apr-15	41	Eagle Station Lane; SF detached residential lots

Total Conceptual Units: 59
Total Vacant, Pending, Conceptual and Multi-Family: 1,306

Carson City Subdivision Locator Map

