

DRAFT MINUTES
Regular Meeting
Carson City Planning Commission
Tuesday, July 19, 2016 ● 5:00 PM
Community Center Sierra Room, 851 East William Street, Carson City, Nevada

Commission Members

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| Chair – Paul Esswein | Vice Chair – Mark Sattler |
| Commissioner – Monica Green | Commissioner – Elyse Monroy |
| Commissioner – Walt Owens | Commissioner – Daniel Salerno |

Staff

Lee Plemel, Community Development Director
Hope Sullivan, Planning Manager
Danny Rotter, Engineering Manager
Dan Yu, Deputy District Attorney
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

(5:01:31) – Chairperson Esswein called the meeting to order at 5:01 p.m. Roll was called and a quorum was present. Commissioner Salerno led the Pledge of Allegiance.

| Attendee Name | Status | Arrived |
|-------------------------------|---------|---------|
| Chairperson Paul Esswein | Present | |
| Vice Chairperson Mark Sattler | Present | |
| Commissioner Monica Green | Present | |
| Commissioner Elyse Monroy | Present | |
| Commissioner Walt Owens | Absent | |
| Commissioner Daniel Salerno | Present | |

B. PUBLIC COMMENTS

(5:02:55) – Sharon Rosse, Capital City Arts Initiative, introduced herself and presented the new artwork in the Sierra Room. She also invited the commissioners to an artist’s reception on September 9, 2016, at 5:30 p.m. Additionally, Ms. Ross distributed information, incorporated into the record, regarding the current exhibits in the Courthouse lobby and the Community Development Building.

C. POSSIBLE ACTION ON APPROVAL OF MINUTES – June 29, 2016.

(5:05:07) – Chairperson Esswein introduced the item.

(5:05:09) – I move to accept the [June 29, 2016 meeting] minutes as written.

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| RESULT: | APPROVED (4-0-1) |
| MOVER: | Sattler |
| SECONDER: | Green |
| AYES: | Esswein, Sattler, Green, Monroy |
| NAYS: | None |
| ABSTENTIONS: | Salerno |
| ABSENT: | Owens |

D. MODIFICATION OF AGENDA

(5:05:51) – There were no modifications to the agenda. Mr. Yu noted that the Open Meeting Law presentation scheduled to take place after this meeting should not have been included in the posted agenda.

E. DISCLOSURES

(5:06:55) – There were no disclosures by the commissioners.

F. PUBLIC HEARING MATTERS

F-1 SUP-16-062 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A SPECIAL USE PERMIT FROM LAVERNE ZIMMERMAN (PROPERTY OWNER: LAVERNE ZIMMERMAN) TO ALLOW EXPANSION OF A BUILDING TO CONTINUE ALONG AN EXISTING NON-CONFORMING REAR SETBACK, ACCESSORY BUILDINGS TO EXCEED 50% OF SIZE OF PRIMARY STRUCTURE, AND GUEST BUILDING TO EXCEED 1,000 SQUARE FEET, ON PROPERTY ZONED SINGLE FAMILY 1 ACRE (SF1A), LOCATED AT 4089 CAPITOL VIEW DR., APN 010-182-03.

(5:07:01) – Chairperson Esswein introduced the item. Ms. Sullivan presented the agenda materials which are incorporated into the record, and answered clarifying questions. Vice Chairperson Sattler was informed that the office space was not for commercial use. Applicant LaVerne Zimmerman confirmed her agreement to the conditions of approvals stated in the Staff Report. Vice Chairperson Sattler was informed that the additions would be facing the applicant’s property. Chairperson Esswein noted that two letters of support from neighbors would be incorporated into the record.

There were no public comments.

(5:13:50) – MOTION: I move to approve SUP-16-062, a Special Use Permit request to allow expansion of a building to continue along an existing non-conforming rear setback, accessory buildings to exceed 50% of size of primary structure, and guest building to exceed 1,000 square feet, on property zoned Single Family 1 Acre (SF1A), located at 4089 Capitol View Dr., APN 010-182-03, based on the findings and conditions of approval contained in the Staff Report.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Sattler |
| SECONDER: | Salerno |
| AYES: | Esswein, Sattler, Green, Monroy, Salerno |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | Owens |

G. STAFF REPORTS (NON-ACTION ITEMS)**G-1 DIRECTOR'S REPORT TO THE COMMISSION.**

(5:15:28) – Mr. Plemel reported that the Board of Supervisors had approved the following recommendations by the Planning Commission: the growth management resolution and the ordinance to change the Planning Commission application notice radius. He also noted that the Board of Supervisors planned to hear the Mills Landing agenda item in its upcoming meeting. Mr. Plemel announced the reappointment of Vice Chair Sattler and the resignation of Commissioner Castro.

(5:20:12) – Mr. Rotter gave background, and updated the Commission on the William Street improvements and their timelines. He also responded to clarifying questions by the commissioners.

(5:26:32) – Mr. Plemel confirmed for Vice Chair Sattler that the officer elections will take place in September. Discussion ensued regarding future meetings with a large audience and Mr. Plemel stated that the meetings would take place in the Sierra Room to utilize the recording equipment, with a feed to the larger theater venue.

FUTURE AGENDA ITEMS

(5:28:08) – Mr. Plemel noted that no new applications had been submitted to date.

COMMISSIONER REPORTS/COMMENTS**H. PUBLIC COMMENT**

(5:28:15) – There were no public comments.

I. FOR POSSIBLE ACTION: FOR ADJOURNMENT

(8:28:24) – MOTION: Vice Chairperson Sattler moved to adjourn. The motion was seconded by Commissioner Salerno. The meeting was adjourned at 5:29 p.m.

The Minutes of the July 19, 2016 Carson City Planning Commission meeting are so approved this 31st day of August, 2016.

PAUL ESSWEIN, Chair