

**Report To:** Board of Supervisors **Meeting Date:** April 20, 2017

**Staff Contact:** Darren Schulz, Public Works Director

**Agenda Title:** For Possible Action: Action to accept and place on file with the Board of Supervisors a Business Impact Statement which has been prepared in compliance with NRS 237 and finds that the proposed ordinance amending the Carson City Municipal Code Title 11 in order to add Chapter 11.35 regarding encroachment permits for outdoor dining and merchandise display in the public right-of-way in downtown Carson City does not impose a direct and significant economic burden on a business or directly restrict the formation, operations or expansion of a business. (Danny Rotter, DRotter@carson.org; and Stephanie Hicks, SHicks@carson.org)

**Staff Summary:** This ordinance proposes an application fee for the review and processing of an encroachment permit for outdoor dining and merchandise display and imposes certain regulations and measures regarding the operation of outdoor dining and merchandise display within the public right-of-way. NRS 237.080 requires that the City prepare a Business Impact Statement when a new ordinance is proposed.

**Agenda Action:** Formal Action/Motion **Time Requested:** 10 minutes

# **Proposed Motion**

Move to accept and place on file with the Board of Supervisors a Business Impact Statement which has been prepared in compliance with NRS 237 and finds that the proposed ordinance amending the Carson City Municipal Code Title 11 in order to add Chapter 11.35 regarding encroachment permits for outdoor dining and merchandise display in the public right-of-way in downtown Carson City does not impose a direct and significant economic burden on a business or directly restrict the formation, operations or expansion of a business.

#### **Board's Strategic Goal**

**Economic Development** 

#### **Previous Action**

None

#### **Background/Issues & Analysis**

Over the last 6 months, the City has been working with downtown businesses and property owners to prepare the policies which will govern permitted encroachment into City right-of-way for outdoor dining and merchandise display in downtown Carson City. The proposed encroachment permit policy document which reflects the application fee has been presented to and discussed with the Carson City Chamber of Commerce, the Downtown Business Association, the Neighborhood Improvement District, as well as individual businesses and property owners. The proposed application fee of \$100 will be used to offset costs for staff time to review the encroachment permit application.

Final Version: 12/04/15

On Feb 16, 2017, a presentation regarding the policy document for the encroachment permit requirements, including the proposed \$100 application fee, was brought to the Board of Supervisors. There was no opposition to the application fee at this meeting.

Since this time, the proposed ordinance regarding encroachment permits for outdoor dining and merchandise display has been distributed to the Carson City Chamber of Commerce, the Downtown Business Association and the Neighborhood Improvement District via email. The proposed ordinance was also emailed to business owners, hand delivered to downtown businesses and a notice was posted on the Carson City website (www.carson.org) and through social media. It was requested that any data or arguments as to whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business be provided to Carson City by April 19, 2017. These entities were also advised that on April 20, 2017 the Board of Supervisors will hear the first reading of the ordinance.

The City has received one comment to date which expresses concern generally with regard to the ordinance. That comment is attached to the Business Impact Statement.

A copy of the Business Impact Statement, along with the appeal petition form, is available at the public counter of the Public Works Department, 3505 Butti Way, Carson City, Nevada. A copy of the appeal petition form can also be obtained at the Carson City Clerk/Recorder's office.

# <u>Applicable Statute, Code, Policy, Rule or Regulation</u> NRS 237 Business Impact Statements

Is there a fiscal impact?  Yes No
If yes, account name/number: NA
Is it currently budgeted? $\square$ Yes $\boxtimes$ No
Explanation of Fiscal Impact: NA
Alternatives  Make the finding that the proposed ordinance does impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business.
<b>Board Action Taken:</b> Motion: 1) Aye/Nay
2)
(Vote Recorded By)

Staff Report Page 2

Staff Report Page 3



# **BUSINESS IMPACT STATEMENT**

This Business Impact Statement was prepared in accordance with the provisions of NRS (Nevada Revised Statutes) 237.030 to 237.150, inclusive, as a statutory prerequisite to the adoption of any rule\*\*\*, as that term is defined in NRS 237.060, by the Carson City Board of Supervisors.

\*\*\* A "rule" may include an ordinance, or an action taken by the Board, that imposes, increases or changes the basis for the calculation of a fee which is paid in whole or in substantial part by businesses. A "rule" does not include actions that impose, increase or change the basis for the calculation of: (1) special assessments imposed pursuant to NRS chapter 271; (2) impact fees imposed pursuant to NRS chapter 278B; (3) fees for remediation imposed pursuant to NRS chapter 540A; (4) taxes ad valorem; (5) sales and use taxes; or (6) a fee that has been negotiated pursuant to a contract between a business and Carson City. A "rule" also does not include: an action taken by the Board that approves, amends or augments the annual budget of Carson City; an ordinance adopted by the Board pursuant to a provision of NRS chapter 271, 271A, 278, 278A, 278B or 350; an ordinance adopted or action taken by the Board that authorizes or relates to the issuance of bonds or other evidence of debt of Carson City; or any rule for which Carson City does not have the authority to consider less stringent alternatives, including, for example, a rule that Carson City is required to adopt pursuant to a federal or state statute or regulation or to a contract into which Carson City has entered.

# ORDINANCE OR ACTION PROPOSED FOR ADOPTION

# Chapter 11.35 Encroachment Permit for Outdoor Dining and Merchandise Display

1. The manner in which notice was provided to the applicable trade associations and officers of businesses likely to be affected by the proposed ordinance or action, and a summary of any data, arguments or comments received from those recipients:

# a. <u>Notice</u>

Over the last 6 months, the City has been working with downtown businesses and property owners to prepare the policies which will govern permitted encroachment into City right-of-way for outdoor dining and merchandise display in downtown Carson City. Public outreach was conducted via distribution of the policy document from October 20, 2016 through February 16, 2017. Draft provisions of the encroachment permit were provided to the Carson City Chamber of Commerce, the Downtown Business Association, the Downtown Neighborhood Improvement District, and the Redevelopment Authority Citizens Committee. Additionally, draft provisions of the encroachment permit were hand delivered to Downtown Businesses.

On February 16, 2017, the downtown encroachment permit was brought to the Carson City Board of Supervisors for discussion. In order to meet the requirements of NRS 237.080, on March 30, 2017, the proposed ordinance amending Chapter 11 of the Carson City Municipal Code regarding encroachment permits for outdoor dining and merchandise display was submitted to the Carson City Chamber of Commerce, the Downtown Business Association and the Downtown Neighborhood Improvement District via email distribution. The proposed ordinance was also emailed to business owners, hand delivered to downtown businesses and a notice was posted on the Carson City website (<a href="www.carson.org">www.carson.org</a>) and through social media. It was requested that any data or arguments as to whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business be provided to Carson City by April 19, 2017.

A copy of this Business Impact Statement, along with the appeal petition form, is available at the Carson City Public Works Department, 3505 Butti Way, Carson City, Nevada, 89701. A copy of the appeal petition form can also be obtained at the Carson City Clerk/Recorder's office.

# b. Summary of comments

The City has received one comment to date which expresses concern generally with regard to the ordinance. That comment is attached herewith.

2. The estimated economic effect of the proposed ordinance or rule on businesses, including both adverse and beneficial effects, and both direct and indirect effects:

# a. Adverse effects:

Businesses will be required to submit a \$100 Application Fee for review and processing of an encroachment permit. The ordinance imposes certain regulations and measures regarding the operation of outdoor dining and merchandise display within the public right-of-way.

#### c. Beneficial effects:

Fees received will be used to offset costs for staff time to review the encroachment permit application. Additionally, the ordinance imposes certain regulations and measures regarding the operation of outdoor dining and merchandise display within the public right-of-way.

# d. Direct effects:

The approval of this ordinance has a direct positive effect as it will allow downtown businesses to utilize the public right-of-way in downtown Carson City for expansion of their businesses. The ordinance imposes certain regulations and measures regarding the operation of outdoor

dining and merchandise display within the public right-of-way.

e. Indirect effects:

The approval of this ordinance will provide economic benefit to the downtown business by drawing more patrons or customer to the downtown area and by providing a pedestrian friendly environment. However, the exact amount cannot be determined. The regulations will serve a dual purpose of allowing use of the public right-of-way for outdoor dining and merchandise display while ensuring safety of pedestrian traffic. The ordinance imposes certain regulations and measures regarding the operation of outdoor dining and merchandise display within the public right-of-way.

3. The methods considered by the Carson City Board of Supervisors to reduce the impact of the proposed ordinance or action on businesses and whether any of those methods were used:

The Carson City Board of Supervisors considered whether the encroachment permit should be renewed annually. However, it was determined an encroachment permit would be valid for the ownership of the business at that location. The Board of Supervisors with staff has considered various aspects and the extent of regulations to be established.

4. Estimate of the annual cost to Carson City for enforcement of the proposed ordinance or action:

Carson City is unable to determine the cost of enforcement for the encroachment permits at this time, but anticipates costs associated with the processing of the permits and code enforcement will be offset by the proposed application fee.

5. The total annual amount of money expected to be collected as a result of the new fee or increase in fee proposed by the ordinance or action, and the manner in which the money will be used:

The proposed ordinance will create application fees for encroachment permits for outdoor dining and merchandise display. The estimated revenue generated by these new fees will be initially in the first year between \$3,000 to 4,500. This amount is expected to decrease after the first year as permits will be valid throughout the ownership of the business at that location. Fees collected will be used for the processing of the permits and code enforcement.

6. The proposed ordinance or action [ ] DOES [ X ] DOES NOT include any provisions which duplicate or are more stringent than Federal, State or local standards

regulating the same activity.

7. The reasons for the conclusions regarding the impact of the proposed ordinance or action:

The new ordinance provides opportunities for downtown businesses obtain an encroachment permit to utilize public right-of-way for business expansion and economic growth. The application fee is requested to offset staff time to review and process these applications.

8. ordina	Based on the information considered, it has been determined that this proposed ance or rule:
	[ ] DOES [ X ] DOES NOT impose a direct and significant economic burden upon a business.
	[ ] DOES [ ] DOES NOT directly restrict the formation, operation or expansion of a business.
made agen	uant to NRS 237.090(3), this Business Impact Statement was prepared and available for public inspection by Carson City Public Works at the time the da notice on which the proposed ordinance or rule described in this ment is included was posted.
Pursu Mana inforr	ger, hereby certify that to the best of my knowledge and belief, the mation contained herein was properly prepared and accurate.
Signa	<u>4/1/17</u> Date
•	ek Marano

**Printed Name** 



# **BUSINESS IMPACT STATEMENT**

This Business Impact Statement was prepared in accordance with the provisions of NRS (Nevada Revised Statutes) 237.030 to 237.150, inclusive, as a statutory prerequisite to the adoption of any rule\*\*\*, as that term is defined in NRS 237.060, by the Carson City Board of Supervisors.

\*\*\* A "rule" may include an ordinance, or an action taken by the Board, that imposes, increases or changes the basis for the calculation of a fee which is paid in whole or in substantial part by businesses. A "rule" **does not** include actions that impose, increase or change the basis for the calculation of: (1) special assessments imposed pursuant to NRS chapter 271; (2) impact fees imposed pursuant to NRS chapter 278B; (3) fees for remediation imposed pursuant to NRS chapter 540A; (4) taxes ad valorem; (5) sales and use taxes; or (6) a fee that has been negotiated pursuant to a contract between a business and Carson City. A "rule" also **does not** include: an action taken by the Board that approves, amends or augments the annual budget of Carson City; an ordinance adopted by the Board pursuant to a provision of NRS chapter 271, 271A, 278, 278A, 278B or 350; an ordinance adopted or action taken by the Board that authorizes or relates to the issuance of bonds or other evidence of debt of Carson City; or any rule for which Carson City does not have the authority to consider less stringent alternatives, including, for example, a rule that Carson City is required to adopt pursuant to a federal or state statute or regulation or to a contract into which Carson City has entered.

#### ORDINANCE OR ACTION PROPOSED FOR ADOPTION

# **Chapter 11.35 Encroachment Permit for Outdoor Dining and Merchandise Display**

1. The manner in which notice was provided to the applicable trade associations and officers of businesses likely to be affected by the proposed ordinance or action, and a summary of any data, arguments or comments received from those recipients:

#### a. Notice

Over the last 6 months, the City has been working with downtown businesses and property owners to prepare the policies which will govern permitted encroachment into City right-of-way for outdoor dining and merchandise display in downtown Carson City. Public outreach was conducted via distribution of the policy document from October 20, 2016 through February 16, 2017. Draft provisions of the encroachment permit were provided to the Carson City Chamber of Commerce, the Downtown Business Association, the Downtown Neighborhood Improvement District, and the Redevelopment Authority Citizens Committee. Additionally, draft provisions of the encroachment permit were hand delivered to Downtown Businesses.

On February 16, 2017, the downtown encroachment permit was brought to the Carson City Board of Supervisors for discussion.

In order to meet the requirements of NRS 237.080, on March 30, 2017, the proposed ordinance amending Chapter 11 of the Carson City Municipal Code regarding encroachment permits for outdoor dining and merchandise display was submitted to the Carson City Chamber of Commerce, the Downtown Business Association and the Downtown Neighborhood Improvement District via email distribution. The proposed ordinance was also emailed to business owners, hand delivered to downtown businesses and a notice was posted on the Carson City website (<a href="www.carson.org">www.carson.org</a>) and through social media. It was requested that any data or arguments as to whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business be provided to Carson City by April 19, 2017.

A copy of this Business Impact Statement, along with the appeal petition form, is available at the Carson City Public Works Department, 3505 Butti Way, Carson City, Nevada, 89701. A copy of the appeal petition form can also be obtained at the Carson City Clerk/Recorder's office.

# b. Summary of comments

The City has received one comment to date which expresses concern generally with regard to the ordinance. That comment is attached herewith.

2. The estimated economic effect of the proposed ordinance or rule on businesses, including both adverse and beneficial effects, and both direct and indirect effects:

#### a. Adverse effects:

Businesses will be required to submit a \$100 Application Fee for review and processing of an encroachment permit. The ordinance imposes certain regulations and measures regarding the operation of outdoor dining and merchandise display within the public right-of-way.

#### c. Beneficial effects:

Fees received will be used to offset costs for staff time to review the encroachment permit application. Additionally, the ordinance imposes certain regulations and measures regarding the operation of outdoor dining and merchandise display within the public right-of-way.

#### d. Direct effects:

The approval of this ordinance has a direct positive effect as it will allow downtown businesses to utilize the public right-of-way in downtown Carson City for expansion of their businesses. The ordinance imposes certain regulations and measures regarding the operation of outdoor

dining and merchandise display within the public right-of-way.

# e. Indirect effects:

The approval of this ordinance will provide economic benefit to the downtown business by drawing more patrons or customer to the downtown area and by providing a pedestrian friendly environment. However, the exact amount cannot be determined. The regulations will serve a dual purpose of allowing use of the public right-of-way for outdoor dining and merchandise display while ensuring safety of pedestrian traffic. The ordinance imposes certain regulations and measures regarding the operation of outdoor dining and merchandise display within the public right-of-way.

3. The methods considered by the Carson City Board of Supervisors to reduce the impact of the proposed ordinance or action on businesses and whether any of those methods were used:

The Carson City Board of Supervisors considered whether the encroachment permit should be renewed annually. However, it was determined an encroachment permit would be valid for the ownership of the business at that location. The Board of Supervisors with staff has considered various aspects and the extent of regulations to be established.

4. Estimate of the annual cost to Carson City for enforcement of the proposed ordinance or action:

Carson City is unable to determine the cost of enforcement for the encroachment permits at this time, but anticipates costs associated with the processing of the permits and code enforcement will be offset by the proposed application fee.

5. The total annual amount of money expected to be collected as a result of the new fee or increase in fee proposed by the ordinance or action, and the manner in which the money will be used:

The proposed ordinance will create application fees for encroachment permits for outdoor dining and merchandise display. The estimated revenue generated by these new fees will be initially in the first year between \$3,000 to 4,500. This amount is expected to decrease after the first year as permits will be valid throughout the ownership of the business at that location. Fees collected will be used for the processing of the permits and code enforcement.

6. The proposed ordinance or action [ ] DOES [ X ] DOES NOT include any provisions which duplicate or are more stringent than Federal, State or local standards

regulating the same activity.

7. The reasons for the conclusions regarding the impact of the proposed ordinance or action:

The new ordinance provides opportunities for downtown businesses obtain an encroachment permit to utilize public right-of-way for business expansion and economic growth. The application fee is requested to offset staff time to review and process these applications.

8. ordina	Based on the information considered, ance or rule:	it has been determined that this	s proposed
	[ ] DOES [ X ] DOES NOT impose a upon a business.	direct and significant economic	burden
	[ ] DOES [ ] DOES NOT directly resof a business.	strict the formation, operation or	expansion
made agend stater	uant to NRS 237.090(3), this Busines available for public inspection by C da notice on which the proposed ordenent is included was posted.  uant to NRS 237.090(2), I,	arson City Public Works at th linance or rule described in th , the C	e time the nis Carson City
	ager, hereby certify that to the b mation contained herein was properl	•	belief, the
Signa	ature	Date	
Printe	ed Name		



# OBJECTION PROCESS

Pursuant to Nevada Revised Statutes (NRS) 237.100, Carson City has adopted the following procedure by which a business may object to an ordinance or other action adopted by the Carson City Board of Supervisors:

- 1. If a business believes it is aggrieved by a rule (as that term is defined in NRS 237.060) adopted by the Carson City Board of Supervisors, the business may object to all or part of the rule by completing and filing the attached petition form with the Carson City Clerk/Recorder at 201 North Carson Street, Ste. 1, Carson City, NV 89701.
- 2. Carson City will accept a petition for a period of thirty (30) days following adoption of the rule for either of the following reasons:
  - a. The Carson City Board of Supervisors or its designee failed to prepare a business impact statement as required by NRS Chapter 237; or
  - b. The business impact statement prepared by the Carson City Board of Supervisors or its designee is inaccurate, incomplete or did not consider or significantly underestimated the economic effect of the rule on businesses.
- 3. Upon receipt of a petition, the Carson City Clerk/Recorder will provide a copy of the petition to the Office of the District Attorney, the Department that assisted in preparing the rule and the Carson City Manager.
- 4. Appropriate Carson City personnel will consider the merits of the petition and forward a recommendation to the Carson City Board of Supervisors.
- 5. After receiving the recommendation concerning the merits of the petition, the Carson City Board of Supervisors will determine if the petition has merit and direct staff accordingly.

A petition form is attached to this document. In accordance with NRS 237.100(4), a copy of this Objection Process has also been filed with the Carson City Clerk/Recorder and is available upon request to members of the public at no charge.



# PETITION OBJECTING TO ADOPTION OF RULE

NRS 237.100 provides that a business which is aggrieved by the adoption of a rule, as that term is defined in NRS 237.060, by the governing body of a local government such as the Carson City Board of Supervisors, may object to all or a part of the rule by filing a petition. This form is provided to assist those who wish to file such a petition. This form must be filed with the Carson City Clerk/Recorder at 201 North Carson Street, Ste. 1, Carson City, Nevada 89701, within 30 days after the date on which the rule was adopted. Please refer to the Objection Process document attached to this form for more information.

Petitioner's type of business:					
Petitioner's business location:					
Street	City	County	State	Zip Code	
Petitioner's mailing address (If diffe	erent business addres	s):			
Street	City	County	State	Zip Code	
Petitioner's telephone number: (	)	_			
resolution, regulation or other instrument a Provide the number of the rule, if known):	aoptou by the Garcon Gr.				, the board.
· · · · · · · · · · · · · · · · · · ·		<del> ·</del>		<del></del>	
The basis of Petitioner's objection i	s as follows:				
[ ] The governing body far The business impact	s as follows:  ailed to prepare a busing  statement is inaccurate,  conomic effect of the ad	, incomplete or o	did not cons	ider or significantl	,
[ ] The governing body far The business impact	ailed to prepare a busing statement is inaccurate, conomic effect of the ad	, incomplete or o lopted rule on bu	did not cons usinesses.	·	
[ ] The governing body for the business impact and underestimated the entermination of the impact of the above.	ailed to prepare a busing statement is inaccurate, conomic effect of the ad	, incomplete or o lopted rule on bu	did not cons usinesses.	·	
[ ] The governing body for the business impact and underestimated the entermination of the impact of the above.	ailed to prepare a busing statement is inaccurate, conomic effect of the ad	, incomplete or o lopted rule on bu	did not cons usinesses.	·	
[ ] The governing body for the business impact underestimated the edition of the impact of the about the control of the contro	ailed to prepare a busing statement is inaccurate, conomic effect of the adverse rule on Petitioner's	, incomplete or of dopted rule on but the business is as duly authorized	did not consusinesses.  follows (a	ttach additional sh	eets if
[ ] The governing body for the business impact underestimated the end of the impact of the abornecessary:  By signing below, you hereby represent the significant of the significant of the abornecessary:	ailed to prepare a busing statement is inaccurate, conomic effect of the adverse rule on Petitioner's	, incomplete or of dopted rule on but the business is as duly authorized	did not consusinesses.  follows (a	ttach additional sh	eets if
[ ] The governing body for the business impact anderestimated the end of the impact of the abornecessary:  By signing below, you hereby reprabove and that you have been authorized.  Name of Business	ailed to prepare a busing statement is inaccurate, conomic effect of the adverse rule on Petitioner's	, incomplete or of dopted rule on but the business is as duly authorized	did not consusinesses.  follows (a	ttach additional sh	eets if
[ ] The governing body factor of the business impact and underestimated the enterest of the abornecessary:  By signing below, you hereby reprabove and that you have been authorized.	esent that you are a corized by that business.	, incomplete or of dopted rule on but the business is as duly authorized	did not consusinesses.  follows (a	ttach additional sh	eets if

# **Encroachment Permit Information**

#### **Notice to Business Owner**

Encroachment Permit Information for Outdoor Dining & Merchandise Display

Thank you for your input and contributions over the last six months regarding the development of the draft encroachment permit policies for outdoor dining and merchandise display within the Carson City right-of-way in downtown Carson City.

City staff has prepared the <u>Title 11.35 Encroachment Permit Ordinance (/home/showdocument?id=54484)</u> to be introduced, on first reading, to the Board of Supervisors on April 20, 2017. However, pursuant to NRS 237.080, prior to adopting the ordinance, the City must make a concerted effort to determine whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business.

As such, I am attaching the draft ordinance and policy document for your review and notifying you that you may submit data or arguments to the City as to whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business. Please provide the data or arguments to the City by April 19, 2017 via email to shicks@carson.org or deliver to 3505 Butti Way, Carson City, Nevada 89701.

Should you have any questions, please feel free to contact me directly at (775) 283-7904. Thank you for your continued participation in this matter.

Sincerely,

Stephanie A. Hicks, AICP, CFM Real Property Manager Carson City Public Works Department

FINAL DRAFT Encroachment Permit for Outdoor Dining and Merchandise Display (/home/showdocument?id=54486)

From: Stephanie Hicks

Sent: Thursday, March 30, 2017 8:45 AM

**To:** thepurpleavocado@sbcglobal.net; jmy2@charter.net; 'Mark S.'; 'Heather Lunsford';

'Doreen Mack'; 'info@agency36.com'

**Subject:** Downtown Encroachment Permit - Business Impact

**Attachments:** 3-30-17 Ltr T Business Owners RE Business Impact.pdf; Title 11.35 Encroachment

Permit Ordinance.pdf; FINAL DRAFT Encroachment Permit for Outdoor Dining and

Merchandise Display.pdf

#### Good Morning,

Pursuant to NRS 237.080, the City must make a concerted effort to determine whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business.

I have forwarded copies to the Chamber of Commerce, Downtown Business Association, and Neighborhood Improvement District. Since I had your emails from previous correspondence, I thought I would distribute to you directly. I will also be hand delivering copies to other businesses along Carson Street today. If you have any questions, please contact me directly at (775) 283-7904.

Thank you for your continued cooperation.





# CARSON CITY NEVADA Consolidated Municipality and State Capital PUBLIC WORKS

March 30, 2017

Dear Downtown Business Owner:

Subject:

**Notice to Business Owner** 

**Encroachment Permit Information for Outdoor Dining & Merchandise Display** 

Thank you for your input and contributions over the last six months regarding the development of the draft encroachment permit policies for outdoor dining and merchandise display within the Carson City right-of-way in downtown Carson City.

City staff has prepared the ordinance to be introduced, on first reading, to the Board of Supervisors on April 20, 2017. However, pursuant to NRS 237.080, prior to adopting the ordinance, the City must make a concerted effort to determine whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business.

As such, I am attaching the draft ordinance and policy document for your review and notifying you that you may submit data or arguments to the City as to whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business. Please provide the data or arguments to the City by April 19, 2017 via email to <a href="mailto:shicks@carson.org">shicks@carson.org</a> or deliver to 3505 Butti Way, Carson City, Nevada 89701.

Should you have any questions, please feel free to contact me directly at (775) 283-7904.

Thank you for your continued participation in this matter.

Sincerely,

Stephanie A. Hicks, AICP, CFM

Real Property Manager

Carson City Public Works Department

Otephanie L. Hicks

From: Stephanie Hicks

Sent: Thursday, March 30, 2017 8:33 AM

**To:** 'Jenny Lopiccolo'; 'jennylopiccolo@gmail.com'; 'Ronni Hannaman, Executive Director';

mike@monarch-direct.com

**Subject:** Downtown Encroachment Permit - Business Impact

**Attachments:** 3-30-17 Ltr T Business Owners RE Business Impact.pdf; Title 11.35 Encroachment

Permit Ordinance.pdf; FINAL DRAFT Encroachment Permit for Outdoor Dining and

Merchandise Display.pdf

#### Good Morning,

Please distribute the following letter to your business members through the Chamber of Commerce, Downtown Business Association, and the Neighborhood Improvement District. Pursuant to NRS 237.080, the City must make a concerted effort to determine whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business.

I will also be hand delivering copies to businesses along Carson Street today. If you have any questions, please contact me directly at (775) 283-7904.

Thank you for your continued cooperation.



From: Stephanie Hicks

**Sent:** Thursday, March 30, 2017 2:25 PM **To:** 'Jamesa.cramer@yahoo.com'

**Subject:** Downtown Encroachment Permit - Business Impact

**Attachments:** 3-30-17 Ltr T Business Owners RE Business Impact.pdf; Title 11.35 Encroachment

Permit Ordinance.pdf; FINAL DRAFT Encroachment Permit for Outdoor Dining and

Merchandise Displ....pdf

#### Good Afternoon:

I stopped by Mom and Pop's today and dropped off the following documents. Pursuant to NRS 237.080, the City must make a concerted effort to determine whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business.

I have forwarded copies to the Chamber of Commerce, Downtown Business Association, and Neighborhood Improvement District. Since I had your email, I thought I would distribute to you directly. If you have any questions, please contact me directly at (775) 283-7904.

Thank you for your continued cooperation.



From: Stephanie Hicks

Sent: Thursday, March 30, 2017 2:28 PM

To: Mark Salinas

**Subject:** Downtown Encroachment Permit - Business Impact

**Attachments:** 3-30-17 Ltr T Business Owners RE Business Impact.pdf; Title 11.35 Encroachment

Permit Ordinance.pdf; FINAL DRAFT Encroachment Permit for Outdoor Dining and

Merchandise Displ....pdf

#### Good Afternoon, Mark:

I stopped by your office today and dropped off the attached documents. One more step on our way to taking the ordinance to the Board of Supervisors. Pursuant to NRS 237.080, the City must make a concerted effort to determine whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business.

I have forwarded copies to the Chamber of Commerce, Downtown Business Association, and Neighborhood Improvement District. I also hand delivered copies to other businesses along Carson Street today. If you have any questions, please contact me directly at (775) 283-7904.

Thank you for your continued cooperation.



From: Ronni Hannaman < director@carsoncitychamber.com>

Sent: Thursday, March 30, 2017 5:34 PM

**To:** Stephanie Hicks; 'Jenny Lopiccolo'; jennylopiccolo@gmail.com; mike@monarch-

direct.com

Cc: Nick Marano; Bob Crowell

**Subject:** RE: Downtown Encroachment Permit - Business Impact

Follow Up Flag: Follow up Flag Status: Flagged

I have just read through this and find them to contain the items of original concern.

It will be interesting to see if there is any enforcement on these since we do not seem to do a good job on enforcement. The sign ordinance already in place is a good example of lack of enforcement. The RACC committee did authorize expenditure for part of the salary of an enforcement officer. We don't want a police state, but there should be some CC&R's to keep the vision of a beautiful city instead of a mish/mash. Many attractive communities have ordinances and make sure they are kept.

And, McFadden Plaza needs to have room for those who wish to enjoy a concert or other outdoor event. With the splash pad, another restaurant soon to open and the encroachment of the current restaurants, this plaza will not allow for free flowing of pedestrians who come to the plaza – and that was the original intent.

Thanks for including me.

Ronni Hannaman Executive Director Carson City Chamber of Commerce 1900 S. Carson Street Carson City, NV 89701

PH: 775-882-1565 Cell: 775-223-8534

From: Stephanie Hicks [mailto:SHicks@carson.org]

Sent: Thursday, March 30, 2017 8:33 AM

To: 'Jenny Lopiccolo' < Jenny.Lopiccolo@cbselectre.com>; 'jennylopiccolo@gmail.com' < jennylopiccolo@gmail.com>;

'Ronni Hannaman, Executive Director' < director@carsoncitychamber.com>; mike@monarch-direct.com

Subject: Downtown Encroachment Permit - Business Impact

Good Morning,

Please distribute the following letter to your business members through the Chamber of Commerce, Downtown Business Association, and the Neighborhood Improvement District. Pursuant to NRS 237.080, the City must make a concerted effort to determine whether the proposed rule will impose a direct and significant economic burden upon a business or directly restrict the formation, operation or expansion of a business.

I will also be hand delivering copies to businesses along Carson Street today. If you have any questions, please contact me directly at (775) 283-7904.

Thank you for your continued cooperation.

