



# STAFF REPORT

**Report To:** Board of Supervisors

**Meeting Date:** June 15, 2017

**Staff Contact:** Hope Sullivan (hsullivan@carson.org)

**Agenda Title:** For Possible Action: To introduce, on first reading, Bill No. \_\_\_\_, an ordinance to amend the zoning map by rescinding a Resolution of Intent affecting property zoned Neighborhood Business, located at 806 Randell Drive, APN 009-072-01. (ZMA-17-049)

**Staff Summary:** The subject property is zoned Neighborhood Business with a Resolution of Intent that limits the land use, the building height, and signage. The applicant is seeking to have the Resolution of Intent rescinded so that the land is subject to the regulations associated with the Neighborhood Business zoning district only.

**Agenda Action:** Ordinance - First Reading

**Time Requested:** 20 Minutes

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## **Proposed Motion**

I move to introduce, on first reading, Bill No. \_\_\_\_, an ordinance to rescind a Resolution of Intent associated with the zoning on property located at 806 Randell Drive, APN 009-072-01, based on the findings contained in the staff report.

## **Board's Strategic Goal**

Sustainable Infrastructure

## **Previous Action**

At its meeting of May 24, 2017, the Planning Commission recommended approval of the proposed Zoning Map Amendment by a vote of 3 ayes, 1 nay, and 2 absent.

## **Background/Issues & Analysis**

The Board of Supervisors, pursuant to the Carson City Municipal Code, is required to take final action on all zoning map amendments. This is the first of two readings to amend the Title 18 City Zoning Map by ordinance. Please see the complete staff report to the Planning Commission for more information.

Attachments:

1. Ordinance
2. Planning Commission Staff Report
3. Application

## **Applicable Statute, Code, Policy, Rule or Regulation**

CCMC 18.02.075 (Zoning Map Amendments)

**Financial Information**

Is there a fiscal impact?  Yes  No

If yes, account name/number:

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact:

**Alternatives**

1. Deny the Zoning Map Amendment
2. Refer the matter back to the Planning Commission for further review.

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

SUMMARY – An ordinance amending the Carson City zoning map.

BILL NO. \_\_\_\_

ORDINANCE NO. 2017- \_\_\_\_\_

AN ORDINANCE RELATING TO ZONING; ESTABLISHING VARIOUS PROVISIONS TO AMEND THE CARSON CITY ZONING MAP BY RESCINDING RESOLUTION NO. 2001-R43, A RESOLUTION OF INTENT, AFFECTING PROPERTY ZONED NEIGHBORHOOD BUSINESS (NB) LOCATED AT 806 RANDELL DRIVE, CARSON CITY, NEVADA, APN 009-072-01; REPEALING ORDINANCE BILL NO. 110 (2001); AND PROVIDING OTHER MATTERS PROPERLY RELATING THERETO.

The Board of Supervisors of Carson City do ordain:

SECTION I:

That the Carson City Code of Ordinances is hereby amended by adding thereto various provisions as follows (**bold, underlined** text is added, ~~stricken~~ text is deleted):

**1. Resolution No. 2001-R-43 is rescinded in its entirety, and the zoning map of Carson City is amended by changing the zoning of property located at 806 Randell Drive, Carson City, Nevada, APN 009-072-01, to Neighborhood Business (NB) without any supplemental zoning provisions.**

**2. Ordinance Bill No. 110 (2001), titled “An ordinance effecting a change of land use by resolution of intent on one parcel, from Mobile Home 6,000 (MH6000) to Neighborhood Business (NB) on property located at 806 Randell Drive, APN 009-072-01, Carson City, Nevada, and other matters properly related thereto,” is hereby repealed.**

PROPOSED this \_\_\_\_ day of \_\_\_\_\_, 2017.

PROPOSED BY Supervisor \_\_\_\_\_

PASSED on the \_\_\_\_ day of \_\_\_\_\_, 2017.

VOTE:	AYES:	_____
		_____
		_____
		_____
	NAYS:	_____
		_____
	ABSENT:	_____

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ROBERT L. CROWELL, Mayor

ATTEST:

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SUE MERRIWETHER, Clerk-Recorder

This ordinance shall be in force and effect from and after the \_\_\_\_\_ of  
\_\_\_\_\_, 2017

**STAFF REPORT FOR PLANNING COMMISSION MEETING OF MAY 24, 2017**

**FILE: ZMA-17-049, SUP-17-050, & VAR-17-054**

**AGENDA ITEM: F-5a, b, & c**

**STAFF AUTHOR:** Hope Sullivan, Planning Manager

**REQUEST:** (1) A Zoning Map Amendment request to remove a resolution of intent on property zoned Neighborhood Business (NB), (2) A request for a Special Use Permit to allow a child care facility, and (3) a variance to allow for a reduction in the on-site parking from four spaces to one space.

**APPLICANT:** Nevada Builders Alliance

**OWNER:** Builders Association of Western Nevada

**LOCATION:** 806 Randell Drive

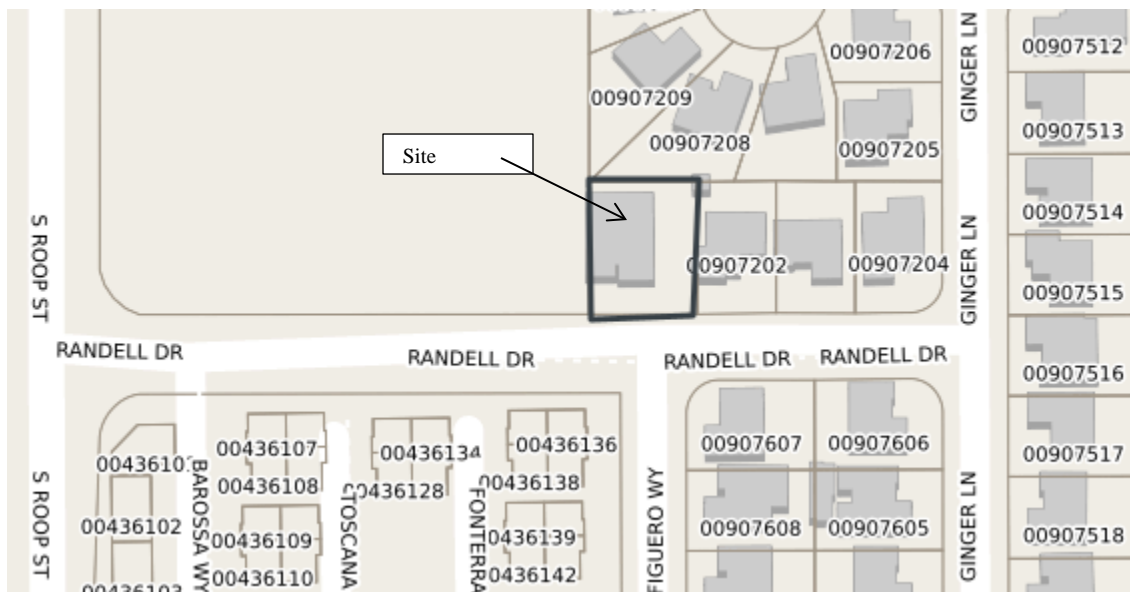
**APN:** 009-072-01

**RECOMMENDED MOTIONS:**

**“I move to recommend to the Board of Supervisors approval of ZMA-17-049, a Zoning Map Amendment to remove a resolution of intent on property zoned Neighborhood Business, located at 806 Randell Drive, APN 009-072-01, based on the findings contained in the staff report.”**

**“I move to approve SUP-17-050, a Special Use Permit to allow a child care facility on property zoned Neighborhood Business and located at 806 Randell Drive, APN 009-072-01, based on the findings contained in the staff report and subject to the conditions of approval.”**

**“I move to approve VAR-17-054, a variance to allow a reduction in the number of on-site parking spaces from four to one based on the findings contained in the staff report and subject to the conditions of approval.”**



**SPECIAL USE PERMIT: RECOMMENDED CONDITIONS OF APPROVAL:**

1. All development shall be substantially in accordance with the attached site development plan.
2. All on and off-site improvements shall conform to City standards and requirements.
3. The use for which this permit is approved shall commence within twelve (12) months of the date of final approval. A single, one (1) year extension of time must be requested in writing to the Planning and Community Development Department thirty (30) days prior to the one (1) year expiration date. Should this permit not be initiated within one (1) year and no extension granted, the permit shall become null and void.
4. The applicant must sign and return the Notice of Decision for conditions of approval within ten (10) days of receipt of notification. If the Notice of Decision is not signed and returned within ten (10) days, then the item may be rescheduled for the next Planning Commission meeting for further considerations.
5. Any construction and improvements must meet the requirements of Carson City Standard Details.
6. State law defines child care facilities as a vulnerable resource. The property owner and child care operators must follow all applicable state law association with being designated a vulnerable resource.
7. A water/sewer use form must be submitted to determine if additional water/sewer connection fees are required for the change of use.
8. Handicapped parking must meet maximum slope requirements; this may require re-grading the driveway and walkway.
9. Signage and curb paint must be provided for the loading zone.
10. Project must comply with the 2012 International Fire Code and northern Nevada fire code amendments.
11. This is a change of use from a B occupancy to either an I-4 or E occupancy depending on the final licensing from the State Health Division. Fire sprinklers may be required depending on the final use. A fire alarm will be required.
12. A Knox box is required.
13. No more than 20 children may utilize the facility.
14. The outdoor areas may only be utilized from 8:00 AM – 6:00 PM.
15. This Special Use Permit is subject to the requested zoning map amendment being approved so as to allow a child care facility as a conditional use.

### VARIANCE: RECOMMENDED CONDITIONS OF APPROVAL

1. All development shall be substantially in accordance with the site development plan presented to the Planning Commission.
2. All on and off-site improvements shall conform to City standards and requirements including all the requirements of the Hillside Development Ordinance.
3. The use for which this permit is approved shall commence within twelve (12) months of the date of final approval. A single, one (1) year extension must be requested in writing to the Planning and Community Development Department thirty (30) days prior to the one (1) year expiration date. Should this permit not be initiated within one (1) year and no extension granted, the permit shall become null and void.
4. The applicant must sign and return the Notice of Decision within ten (10) days of receipt of notification. If the Notice of Decision is not signed and returned within ten (10) days, then the item may be rescheduled for the next Planning Commission meeting for further consideration.

### EXISTING ZONING



**LEGAL REQUIREMENTS:** CCMC 18.02.050 (Review); 18.02.075 (Zoning Map Amendments); 18.02.080 (Special Use Permit); 18.02.085 (Variance).

**MASTER PLAN DESIGNATION:** Medium Density Residential (MDR)

**ZONING DESIGNATION:** Neighborhood Business (NB)

**PROPOSED ZONING DESIGNATION:** Neighborhood Business (NB)

**KEY ISSUES:** Will the proposed zoning map amendment, use and variance be compatible with the surrounding neighborhood and be in keeping with the standards of the Carson City Municipal Code?

**SURROUNDING ZONING AND LAND USE INFORMATION:**

NORTH: Mobile Home 6000/ Single Family Residential

EAST: Mobile Home 6000 / Single Family Residential

WEST: Neighborhood Business / Post Office

SOUTH: Mobile Home 6000 / Single Family Residential and Multi-Family Residential

**ENVIRONMENTAL INFORMATION:**

FLOOD ZONE: Zone X (areas of minimal flooding)

EARTHQUAKE FAULT: Zone I, Severe earthquake potential

SLOPE/DRAINAGE: Site is flat

**SITE DEVELOPMENT INFORMATION:**

LOT SIZE: 8,276 square feet

BUILDING SIZE: "house:" 1,712 square feet, "garage:" 560 square feet

**PREVIOUS REVIEW:**

Z-97/98-9: Zoning Map Amendment to Neighborhood Business

U-98/99-38: Temporary Sales Office

**BACKGROUND:**

At its meeting of June 21, 2001, the Board of Supervisors zoned the subject property Neighborhood Business as well as adopted a Resolution of Intent that limited the land use and identified dimensional criteria. To a certain extent, the Resolution of Intent is functioning like a Planned Unit Development.

Per the Resolution,

- The only permitted use, accessory use, or conditional use shall be an office for the Builders Association of Western Nevada (BAWN).
- If BAWN were to sell the property, it would be responsible for rezoning the property back to Mobile Home 6,000 (MH6000), and the structure could only be sold as a residence.
- The structure is limited to one single story in height.
- Specific landscaping is required along the eastern and northern property lines.
- Signage is limited to two feet by three feet.



The subject property has most recently been used as the office space for the Nevada Builders Alliance (NBA.) The NBA has recently moved to other office space. The property owner is now seeking to eliminate the Resolution of Intent so as to have the availability to utilize the scope of uses that are permitted, accessory, or conditional uses in the Neighborhood Business zoning district.

The applicant is additionally seeking a Special Use Permit to establish a child care facility at the subject property. In accordance with CCMC Section 18.04.120, a Child Care Facility is a Conditional Use in the Neighborhood Business (NB) zoning district. Therefore, it may only be established upon obtaining a Special Use Permit from the Planning Commission. It may also only qualify the Special Use Permit if the requested zoning map amendment is approved.

With respect to the Child Care facility, the applicant is proposing a maximum of 36 children and a minimum of four staff or employees. Proposed hours of operation are 6:00 AM to 8:00 PM Monday through Saturday. The applicant has volunteered to limit the hours for outdoor activities to 8:00 AM to 6:00 PM.

Per Division 2 of the Carson City Development Standards, Child Care facilities require one parking space per each employee plus a permanently maintained loading / unloading area. In order to retain the residential look of the property, including retaining the landscaping, the applicant is seeking to limit the on-site parking to one space, and to meet the balance of the parking demand through on-street parking. The subject property is adjacent to the post office, which fronts on Roop Street. The portion of the post office property with frontage on Randell Drive is primarily a parking lot with a wall along the frontage except where the driveway is located. As users of the post office utilize the parking lot along Roop Street, and employees of the post office park in the parking lot, the applicant finds that there is adequate parking along Randell Drive adjacent to the post office to support the request.

Consistent with CCMC Section 18.02.085, a reduction in the on-site parking requirement will require a Variance. The Planning Commission is authorized to grant a Variance upon making the three required findings.

**PUBLIC COMMENTS:** Public notices were mailed to 58 property owners within 300 feet of the subject parcel in accordance with the provisions of NRS and CCMC 18.02.045 on May 5, 2017. As of May 16, 2017, one written comment in opposition to the Special Use Permit and the Variance request has been received. Any additional comments that are received after this report is completed will be submitted prior to or at the Planning Commission meeting, depending on their submittal date to the Planning Division.

#### **OTHER CITY DEPARTMENT OR OUTSIDE AGENCY COMMENTS**

##### **Engineering Division:**

1. Any construction and improvements must meet the requirements of Carson City Standard Details.
2. State law defines child care facilities as a vulnerable resource. Owners and staff must be made aware that in the event of a hazardous spill on nearby and adjacent streets, the director of Nevada Water Pollution Control must be notified immediately at 775-687-9418.
3. A water/sewer use form must be submitted to determine if additional water/sewer

- connection fees are required for the change of use.
4. Handicapped parking must meet maximum slope requirements; this may require re-grading the driveway and walkway.
  5. Signage and curb paint must be provided for the loading zone.

**Fire Department:**

1. Project must comply with the 2012 International Fire Code and northern Nevada fire code amendments.
2. This is a change of use from a B occupancy to either an I-4 or E occupancy depending on the final licensing from the State Health Division. Fire sprinklers may be required depending on the final use. A fire alarm will be required.
3. A Knox box is required.

**Building Division:** No concerns

**Environmental Control:** No concerns

**ZONING MAP AMENDMENT FINDINGS:**

Per the provisions of CCMC Section 18.02.075.5.b, the Planning Commission, in forwarding a recommendation to the Board for approval of a Zoning Map Amendment, shall make the following findings of fact:

**1. *The proposed amendment is in substantial compliance with the goals, policies and action programs of the Master Plan.***

Guiding Principle 1 of the Master Plan addresses a compact and efficient pattern of growth, and Guiding Principle 2 of the Master Plan addresses a balanced land use. The Master Plan advises that growth should be directed to areas with adequate infrastructure, and there should be diversity of land uses to achieve a balance as a place to live as well as work.

The designation of the subject property as Neighborhood Business is consistent with each of these guiding principles. This is an infill area, currently served by public services, adjacent to the post office “back of house,” and across the street from multi-family residential development.

**2. *The proposed amendment will provide for land uses compatible with existing adjacent land uses and will not have detrimental impacts to other properties in the vicinity.***

The purpose of the NB zoning district is to provide services for the larger neighborhood, within walking or bicycling distance, and limited primarily to offices, and the retail sale of new merchandise. A list of the allowable uses, accessory uses, and conditional uses is attached to this report.

The intensity of any future use will be limited due to the size of the lot, size of the building, and the ability to accommodate on-site parking. Staff finds that the scope of uses allowed in the NB zoning district will be compatible with the adjacent land uses.

- 2. *The proposed amendment will not negatively impact existing or planned public services or facilities and will not adversely impact the public health, safety and welfare.***

The subject property is already served by public facilities including water, sewer, fire, and sheriff's office. A zoning map amendment will not impact any of those services.

**SPECIAL USE PERMIT FINDINGS:**

Staff's recommendation is based upon the findings as required by CCMC Section 18.02.080 (Special Use Permits) enumerated below and substantiated in the public record for the project.

- 1. *Will be consistent with the objectives of the Master Plan elements.***

Guiding Principle 1 addresses a balanced land use mix, and states the City shall work to broaden and diversify its mix of land uses in targeted areas as well as citywide. The Master Plan further states that emphasis will be placed on expanding housing, retail, and service options to better serve both existing residents and the City's large non-resident workforce – achieving a better balance as a place to live as well as work.

The proposed use will add to the mix of uses available in the community, consistent with the Master Plan.

- 2. *Will not be detrimental to the use, peaceful enjoyment, economic value, or development of surrounding properties or the general neighborhood; and is compatible with and preserves the character and integrity of adjacent development and neighborhoods or includes improvements or modifications either on-site or within the public right-of-way to mitigate development related to adverse impacts such as noise, vibrations, fumes, odors, dust, glare or physical activity.***

The use of the property as a child care facility, particularly given the hours of operation from 6:00 AM to 8:00 PM, runs a risk of being detrimental to the peaceful enjoyment of other properties. Staff is particularly concerned with outdoor play early in the morning, and during dinner. The applicant has offered to limit outdoor play to 8:00 AM to 6:00 PM. This limitation would address the staff's concerns, and staff would recommend incorporation of this limitation in the conditions of approval.

Staff also finds 36 children on an 8,276 square foot lot to be intensive, particularly at times of outdoor use, given there are single family homes on two sides of the backyard. Due to this concern, staff recommends a reduction in the number of children to a maximum of 20. Staff recognizes that the age of the children will directly relate to the intensity of outdoor activity. But, staff finds that limiting the use to 20 children will allow for the business to function, while allowing for compatibility with the neighboring single family residences.

Otherwise, staff does not find that the use will cause vibrations, fumes, odors, dust, or glare that would be detrimental to the surrounding properties and general neighborhood.

- 3. *Will have little or no detrimental effect on vehicular or pedestrian traffic.***

Staff does not find that the proposed use will have a detrimental effect on vehicular or pedestrian traffic. The site is easily accessible from Roop Street, a minor collector. Because of the location of the site on the west end of Randell, traffic will not need to go by any single family homes, but will drive by the post office and multi-family residential uses to access the site.

**4. Will not overburden existing public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage, and other public improvements.**

The site is currently serviced by public water and sewer, as well as police and fire services. Staff does not find that the proposed use will overburden any public facilities.

**5. Meets the definition and specific standards set forth elsewhere in this Title for such particular use and meets the purpose statement of that district.**

The purpose of the NB district is to provide services for the larger neighborhood. The proposed use is a service type use. A child care facility is a conditional use in the Neighborhood Business zoning district. The improvements on the property have been lawfully installed, and no physical modifications are proposed to the site. Therefore, staff finds the proposed use meets the definition and specific standards of the zoning code.

**6. Will not be detrimental to the public health, safety, convenience and welfare.**

Staff finds that the proposed project will not be detrimental to public health, safety, convenience and welfare. As proposed to be conditioned, once operational, the project will not create objectionable noises, fumes, or similar impacts that would compromise public health.

**7. Will not result in material damage or prejudice to other property in the vicinity, as a result of proposed mitigation measures.**

Staff does not find that, as conditioned, the proposed use will result in material damage or prejudice to other property in the vicinity. As noted, staff is recommending time limitations on the outdoor use of the property as well as a maximum number of 20 children for the use.

**VARIANCE FINDINGS:**

Staff recommends approval of the Variance based the findings below, pursuant to CCMC 18.02.085 (Variances), subject to the recommended conditions of approval, and further substantiated by the applicant's written justification.

- 1. That because of special circumstances applicable to the subject property, including shape, size, topography, and location of surroundings, strict application of the zoning ordinance would deprive the subject property of privileges enjoyed by other properties in the vicinity or under identical zone classifications.**

The subject property is unusual in that when approved as an office in 2001, it was required to look like a house, with the associated landscaping. If you were to drive by the property, except for the presence of a sign, one would consider it to be a house.

The subject property is also unusual in that it is next to a post office “back of house” parking lot. Consequently, there is over 200 linear feet of frontage along Randell Drive adjacent to a parking lot for mail vehicles and post office employees.

Staff acknowledges the applicant’s desire to maintain the existing aesthetic of the property, as well as acknowledges that there is adequate on street parking to accommodate the use, without burdening any residences or businesses.

- 2. That the granting of the application is necessary for the preservation and enjoyment of substantial property rights of the applicant.**

The applicant was mandated to have the office use have the appearance of a single family home. Rather than pave the entire front yard, the applicant is seeking to utilize the abundance of on-street parking that is available.

- 3. That the granting of the application will not, under the circumstances of the particular case, adversely affect to a material degree the health or safety of persons residing or working in the neighborhood of the subject property and will be materially detrimental to the public welfare or materially injurious to property or improvements in the neighborhood of the subject property.**

The granting of the variance will not adversely affect persons residing or working in the neighborhood, or be materially detrimental to the public welfare. The portion of street where the applicant proposes to park is adjacent to the post office parking lot, and across the street from a multi-family residential use. The road is of adequate width to accommodate the on-street parking without compromising the safety of vehicle travel.

Attachments:

Resolution No. 2001-R-43  
CCMC 18.04.120: Neighborhood Business  
Correspondence from Sam Birchill  
Application ZMA-17-049  
Application SUP-17-050  
Application VAR-17-054



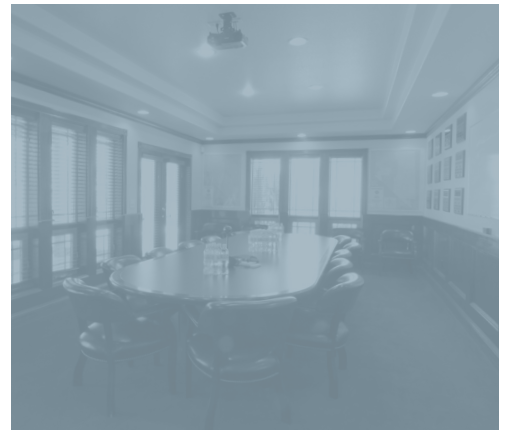
1150 CORPORATE BLVD.  
RENO, NV 89502  
775.856.1150  
CFARENO.COM



*cfa*

**806 RANDELL DRIVE  
ZONE CHANGE SUBMITTAL**

APRIL 20, 2017



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## Project Request

This application package includes the following requests:

- A **Zoning Map Amendment** to retain the existing Neighborhood Business zoning and remove the Resolution of Intent (2001-R-43).

The ±0.19 acre site (APN 009-072-01) site is located north of Randell Drive and east of S. Roop Street. The subject site has a master plan designation of Medium Density Residential (3-8 du/acre) and a zoning designation of Neighborhood Business. In August of 2001, the Board of Supervisors approved a Resolution of Intent that specified the only use allowed in the Neighborhood Business zoning, either primary permitted uses, accessory uses or conditional uses shall be an office for the Builders Association of Western Nevada (BAWN), which is now called Nevada Builders Alliance (NBA). The Resolution further identified that if BAWN wanted to sell the property, they would be responsible for filing a Change of Land Use to rezone the property to a designation that could be sold as a residence. NBA has operated the house as an office for the past 16 years. The ±1,712 square foot building and ±560 square foot attached garage is designed to look like a house from the outside, but has been reconfigured on the inside to operate as an office use, including a large conference room, reception area, offices, kitchen and restroom facilities. The Nevada Builders Alliance has recently moved to a new location, and maintains ownership of the building at 806 Randell Drive. The owner would like to keep the building and lease the space to a different tenant. A Special Use Permit application is in process to proceed with that specific use, but prior to allowing any use, other than the BAWN office, the Board of Supervisors need to approve the zoning map amendment to remove the Resolution of Intent.

The property is bound by MH6 zoning to the north and east and NB zoning to the south and west. Single-family development abuts the property to the north and east. The post office is located west of the property and a multi-family development is located to the south.

The purpose of the Neighborhood Business zoning is to provide services for the larger neighborhood, within walking or bicycling distance, and limited primarily to offices and retail sale of new merchandise. The underlying zoning of Neighborhood Business is still appropriate for the parcel and is consistent with the surrounding zoning and land uses. Any future business that wants to use the building or property will be required to conform with the Carson City Municipal Code.

The surrounding area is built out with existing development and is served by public utilities and police and fire services. Randell Drive is a residential roadway and connects to Roop Street, which is designated as a Minor Collector and has the roadway capacity for additional traffic flows. The streets have been improved with sidewalks for safe pedestrian activity. The zone change will have no negative impacts on public services or facilities. There is ample on-street parking located along Randell Drive, both in front of the parcel and just west of the parcel. The street abuts the back entrance to the post office, where there is an abundance of employee parking and the post office employees have no need to use the on-street parking.



# 806 RANDELL DRIVE ZONING MAP AMENDMENT

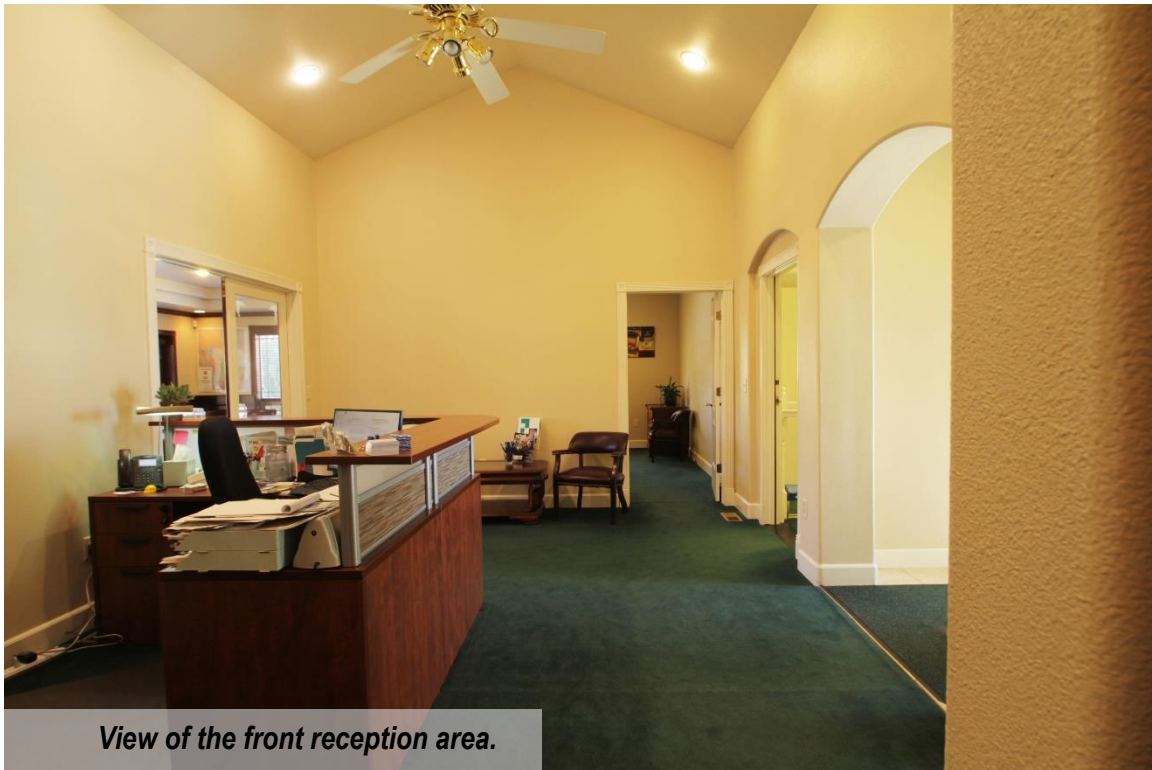


Figure 1 – Vicinity Map

806 RANDELL DRIVE ZONING MAP AMENDMENT



*View of the front of the building.*



*View of the front reception area.*

Figure 2 – Site Photos

# 806 RANDELL DRIVE ZONING MAP AMENDMENT

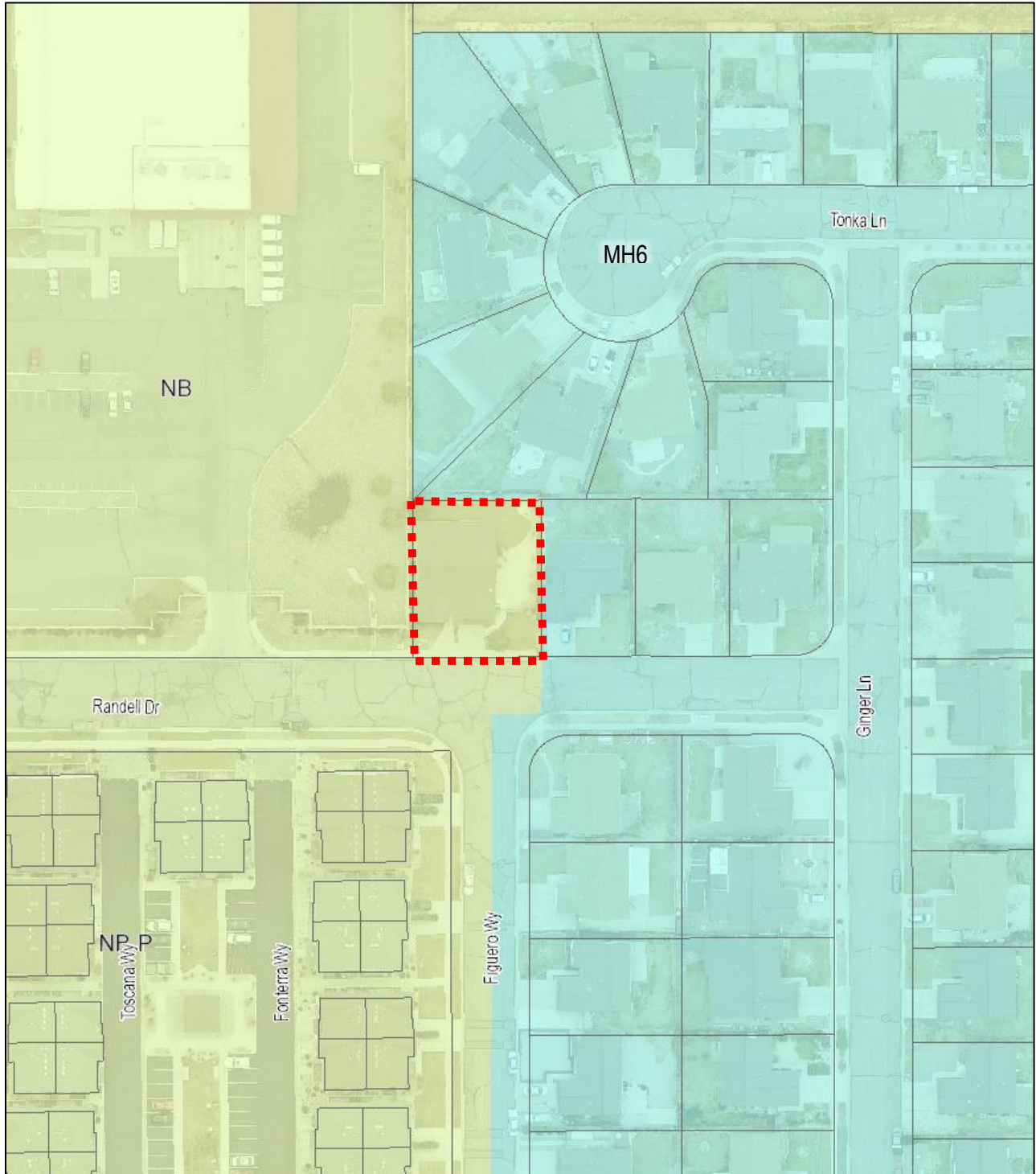


Figure 3 – Zoning Map



Imagery Date: 7/13/2016 lat: 39.155713° lon: -119.760134° elev: 4655 ft eye alt: 4891 ft



Owner: Builders Assoc. of Western Nevada  
 Mailing Address: PO Box 1947  
 Carson City, NV 89702  
 Phone Number: 775 882-4553 ext 100  
 Sit Plan Prepared by Gary Luce, PE  
 Resource Concepts Inc.  
 340 N. Minnesota St., Carson City,  
 NV 89703  
 Phone: 775-883-1600 Ext

**BUILDERS ASSOC. OF WESTERN NEVADA**  
**506 RANDELL DRIVE**  
**SPECIAL USE PERMIT**  
**SITE PLAN**

**RCI**  
 Resource Concepts Inc  
 340 N. Minnesota St.  
 Carson City, NV 89703  
 775.885.7327

## Zoning Map Amendment Findings

The Carson City Municipal Code (CCMC 18.02.075) sets out the required findings. These can be paraphrased as:

**a. The Zoning Map Amendment must support the goals and policies of the Carson City Master Plan for the neighborhood of the subject project.**

The proposed zoning map amendment to retain the Neighborhood Business zoning and remove the Resolution of Intent (2001-R-43) is consistent with the following Master Plan elements:

### **A Balance Land Use Pattern**

**Located to be adequately serve by city services including fire and sheriff services, and coordinated with the School District to ensure that adequate provision of schools.**

The property is located in an area with surrounding development that is already served by city services and utilities. The proposed change to remove the Resolution of Intent should have no impact on any City services and should promote existing infill development and reduce the expansion of city services because its already being served.

**Promote a citywide range of mixed-use, residential, commercial and employment uses at a variety of scales and intensities.**

The proposed request contributes to the citywide policy of promoting a range of uses, both residential and non-residential. Maintaining the NB zoning designation will allow for uses that make sense in areas surrounded by single-family and multi-family development, and are adjacent to non-residential development.

### **Economic Vitality**

**Encourage a citywide housing mix consistent with the labor force and non-labor force populations.**

For a city to remain economically viable, it has to maintain a mix of jobs and housing. The proposed project is aligned with the City's vision for maintaining economic vitality through jobs and a mix of housing. The NB zoning district provides for a mix of housing and non-residential uses and support economic vitality.

**b. The Zoning Map Amendment and subsequent development of the property will not be or have detrimental impacts on other property in the neighborhood.**

The property will continue to be zoned Neighborhood Business, which is compatible with the NB zoning designation to the west. This zoning provides a buffer between single-family development to the east and the higher intensity uses including the post office and multi-family development to the south and west. The purpose of the Neighborhood Business zoning designation is to provide services for larger neighborhoods,

within walking distance or bicycling distance, and limited primarily to offices and retail sale of new merchandise. This zoning designation is still consistent with the surrounding zoning and developed uses.

**c. The Zoning Map Amendment will have a general benefit to the people of the City as a whole.**

By removing the Resolution of Intent that restricts the use of the property to anything except an office for BAWN, the City is allowing opportunities to increase economic vitality and to create a more livable neighborhood, as outlined in the Master Plan policies. Any future use that could impact the adjacent neighborhood would need to go through a special use permit process, which would involve a public hearing and input from City staff and the Planning Commission.

**d. The applicant shall have the burden of proof of going forward with the evidence and the burden of persuasion on all questions of fact, and must provide adequate information in the application and on the site plan to substantiate.**

In August of 2001, the Carson City Board of Supervisors approved a Resolution of Intent that specified the only use allowed in the Neighborhood Business zoning, either primary permitted uses, accessory uses or conditional uses shall be an office for the Builders Association of Western Nevada (BAWN), which is now called Nevada Builders Alliance (NBA). The Resolution further identified that if BAWN wanted to sell the property, they would be responsible for filing a Change of Land Use to rezone the property to a designation that could be sold as a residence. NBA has operated the house as an office for the past 16 years. The ±1,712 square foot building and ±560 square foot attached garage is designed to look like a house from the outside, but has been reconfigured on the inside to operate as an office use, including a large conference room, reception area, offices, kitchen and restroom facilities. The Nevada Builders Alliance has recently moved to a new location, and maintains ownership of the building at 806 Randell Drive. The owner would like to keep the building and lease the space to a different tenant. A Special Use Permit application is in process to proceed with that specific use, but prior to allowing any use, other than the BAWN office, the Board of Supervisors need to approve the zoning map amendment to remove the Resolution of Intent.

The property is bound by MH6 zoning to the north and east and NB zoning to the south and west. Single-family development abuts the property to the north and east. The post office is located west of the property and a multi-family development is located to the south.

The purpose of the Neighborhood Business zoning is to provide services for the larger neighborhood, within walking or bicycling distance, and limited primarily to offices and retail sale of new merchandise. The underlying zoning of Neighborhood Business is still appropriate for the parcel and is consistent with the surrounding zoning and land uses. Any future business that wants to use the building or property will be required to conform with the Carson City Municipal Code.

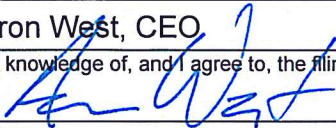

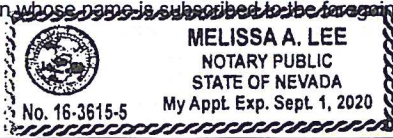
## 806 RANDELL DRIVE ZONING MAP AMENDMENT

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The surrounding area is built out with existing development and is served by public utilities and police and fire services. Randell Drive is a residential roadway and connects to Roop Street, which is designated as a

Minor Collector and has the roadway capacity for additional traffic flows. The streets have been improved with sidewalks for safe pedestrian activity. The zone change will have no negative impacts on public services

or facilities. There is ample on-street parking located along Randell Drive, both in front of the parcel and just west of the parcel. The street abuts the back entrance to the post office, where there is an abundance of employee parking and the post office employees have no need to use the on-street parking.

<b>Carson City Planning Division</b> 108 E. Proctor Street- Carson City NV 89701 Phone: (775) 887-2180 • E-mail: <a href="mailto:planning@carson.org">planning@carson.org</a>		FOR OFFICE USE ONLY:  <h2 style="margin: 0;">ZONING MAP AMENDMENT</h2>	
<b>FILE # ZMA – 16 -</b>		<b>FEE: \$2,450.00 + noticing fee</b>	
<b>APPLICANT</b> NBA c/o Aaron West	<b>PHONE #</b> 775-882-4353 x100	<b>SUBMITTAL PACKET</b>	
<b>MAILING ADDRESS, CITY, STATE, ZIP</b> P.O. Box 1947, Carson City, NV 89702		<input type="checkbox"/> Application Form <input type="checkbox"/> Written Project Description <input type="checkbox"/> Site Plan <input type="checkbox"/> Proposal Questionnaire With Both Questions and Answers Given, Supporting Documentation <input type="checkbox"/> Applicant's Acknowledgment Statement <input type="checkbox"/> 6 Completed Application Packets (1 Original + 5 Copies) <input type="checkbox"/> Documentation of Taxes Paid-to-Date (1 copy) <input type="checkbox"/> Project Impact Reports (Engineering-4 copies) <input type="checkbox"/> CD containing application data (all to be submitted once application is deemed complete by staff)	
<b>EMAIL ADDRESS</b> <a href="mailto:aaron@nevadabuilders.org">aaron@nevadabuilders.org</a>		<b>Application Reviewed and Received By:</b>  <hr/> <p><b>Submittal Deadline: See attached PC application submittal schedule.</b>  <b>Note: Submittals must be of sufficient clarity and detail such that all departments are able to determine if they can support the request. Additional information may be required.</b></p>	
<b>PROPERTY OWNER</b> Builders Assoc. of Western NV	<b>PHONE #</b> 775-882-4353 x100		
<b>MAILING ADDRESS, CITY, STATE, ZIP</b> P.O. Box 1947, Carson City, NV 89702			
<b>EMAIL ADDRESS</b> <a href="mailto:aaron@nevadabuilders.org">aaron@nevadabuilders.org</a>			
<b>APPLICANT AGENT/REPRESENTATIVE</b> Angela Fuss, CFA	<b>PHONE #</b> 775-856-7073		
<b>MAILING ADDRESS, CITY, STATE, ZIP</b> 1150 Corporate Blvd., Reno, NV 89502			
<b>EMAIL ADDRESS</b> <a href="mailto:afuss@cfareno.com">afuss@cfareno.com</a>			
<u>Project's Assessor Parcel Number(s)</u> 009-072-01	<u>Street Address</u> 806 Randell Drive, Carson City, NV 89701		<u>ZIP Code</u>
<u>Project's Master Plan Designation</u> Medium Density Residential	<u>Project's Current Zoning</u> NB	<u>Nearest Major Cross Street(s)</u> S. Roop Street	
Briefly describe the components of the proposed project: in accordance with Carson City Municipal Code (CCMC), Section 18.02.075. In addition to the brief description of your project and proposed use, provide additional page(s) to show a more detailed summary of your project and proposal.			
<b>Request for a zoning map amendment to maintain the NB zoning and remove the resolution of intent No. 2001-R-43.</b>			
<b>PROPERTY OWNER'S AFFIDAVIT</b>			
I, <u>Aaron West, CEO</u> , being duly deposed, do hereby affirm that I am the record owner of the subject property, and that I have knowledge of, and I agree to, the filing of this application.			
<u>Signature</u> 	<u>Address</u> <u>806 Randell Dr</u>	<u>Date</u> <u>4/17/17</u>	
Use additional page(s) if necessary for other names.			
On <u>17 April</u> , <u>2017</u> , <u>Aaron West</u> , personally appeared before me, a notary public, personally known (or proved) to me to be the person whose name is subscribed to the foregoing document and who acknowledged to me that he/she executed the foregoing document.			
<u>Notary Public</u> 			



If there is any additional information that would provide a clearer picture of your proposal that you would like to add for presentation to the Planning Commission, please be sure to include it in your detailed description.

Please type and sign the statement on the following page at the end of your findings response.

**ACKNOWLEDGMENT OF APPLICANT**

I certify that the forgoing statements are true and correct to the best of my knowledge and belief. I agree to fully comply with all conditions as established by the Planning Commission. I am aware that this permit becomes null and void if the use is not initiated within one-year of the date of the Planning Commission's approval; and I understand that this permit may be revoked for violation of any of the conditions of approval. I further understand that approval of this application does not exempt me from all City code requirements.



Applicant's Signature

AARON WEST

Print Name

4/17/17

Date



**CARSON CITY**  
Capital of Nevada

[Treasurer Home](#)

[Assessor Data Inquiry](#)

[Back to Last Page](#)

Secured Tax Inquiry Detail for Parcel # 009-072-01						
Property Location: 806 RANDELL DR			Tax Year: 2016-17			
Billed to: BUILDERS ASSOC OF WESTERN NV			Roll #: 002290			
P O BOX 1947			District: 2.4			
CARSON CITY, NV 89702-0000			Tax Service:			
			Land Use Code: 410			
<a href="#">Code Table</a>						
<b>Outstanding Taxes:</b>						
<u>Prior Year</u>	<u>Tax</u>	<u>Penalty/Interest</u>	<u>Total</u>	<u>Amount Paid</u>	<u>Total Due</u>	
<u>Current Year</u>						
08/15/16	660.00		660.00	660.00	No Taxes Owning .00	
10/03/16	658.00		658.00	658.00	.00	
01/02/17	658.00		658.00	658.00	.00	
03/06/17	658.00		658.00	658.00	.00	
<b>Totals:</b>	<b>2,634.00</b>	<b>.00</b>	<b>2,634.00</b>	<b>2,634.00</b>		
<a href="#">Payment Cart</a>						
<a href="#">History</a>						

Additional Information					
	2016-17	2015-16	2014-15	2013-14	2012-13
Tax Rate	3.5200	3.5200	3.5400	3.5600	3.5600
Tax Cap Percent	.2	3.2	3.0	4.2	6.4
Abatement Amount	458.15		55.34	29.77	172.79



# Master Plan Policy Checklist

## Master Plan and Zoning Map Amendments

### PURPOSE

The purpose of a development checklist is to provide a list of questions that address whether a development proposal is in conformance with the goals and objectives of the 2006 Carson City Master Plan that are related to Master Plan Map Amendments and Zoning Map Amendments. This checklist is designed for developers, staff, and decision-makers and is intended to be used as a guide only.

Development Name: 806 Randell Drive Zoning Map Amendment

Reviewed By: \_\_\_\_\_

Date of Review: \_\_\_\_\_

### DEVELOPMENT CHECKLIST

The following five themes are those themes that appear in the Carson City Master Plan and which reflect the community's vision at a broad policy level. Each theme looks at how a proposed Master Plan or Zoning Map Amendment can help achieve the goals of the Carson City Master Plan. A check mark indicates that the proposed amendment meets the applicable Master Plan policy. The Policy Number is indicated at the end of each policy statement summary. Refer to the Comprehensive Master Plan for complete policy language.

#### CHAPTER 3: A BALANCED LAND USE PATTERN



The Carson City Master Plan seeks to establish a balance of land uses within the community by providing employment opportunities, a diverse choice of housing, recreational opportunities, and retail services.

##### Is or does the proposed amendment:

- Discourage growth outside areas planned to be served by community water and wastewater facilities as identified in the Water and Wastewater Master Plans (1.1b)?
- Promote infill and redevelopment in an identified priority area (1.2a)?
- At adjacent county boundaries, minimize potential land use conflicts with adjacent properties (1.5a)?

- Adjacent to State or Federal lands, ensure compatibility with planned adjacent uses and access (1.5b)
- X Located to be adequately served by city services including fire and sheriff services, and coordinated with the School District to ensure the adequate provision of schools (1.5d)?
- X Promote a citywide range of mixed-use, residential, commercial and employment uses at a variety of scales and intensities (2.1a)?
- In identified Mixed-Use areas, promote mixed-use development patterns as appropriate for the surrounding context consistent with the land use descriptions of the applicable Mixed-Use designation, and meet the intent of the Mixed-Use Evaluation Criteria (2.1b, 2.2b, 2.3b, Land Use Districts)?
- Discourage rezoning of properties that create "friction zones" between adjacent land uses, particularly industrial and residential uses (2.1d)?
- Encourage development outside the primary floodplain and away from geologic hazard areas (3.3d, e)?
- X Provide for zoning consistent with the Land Use designation (Land Use table descriptions)?
- Meet the location criteria for the applicable Land Use designation (Land Use descriptions)?
- If located within an identified Specific Plan Area (SPA), meet the applicable policies of that SPA (Land Use Map, Chapter 8)?

**CHAPTER 4: EQUITABLE DISTRIBUTION OF RECREATIONAL OPPORTUNITIES**



The Carson City Master Plan seeks to continue providing a diverse range of park and recreational opportunities to include facilities and programming for all ages and varying interests to serve both existing and future neighborhoods.

**Is or does the proposed amendment:**

- Provide opportunities to expand parks and recreation opportunities (4.2a)?
- Consistent with the Open Space Master Plan and Carson River Master Plan (4.3a)?

**CHAPTER 5: ECONOMIC VITALITY**



The Carson City Master Plan seeks to maintain its strong diversified economic base by promoting principles which focus on retaining and enhancing the strong employment base, include a broader range of retail services in targeted areas, and include the roles of technology, tourism, recreational amenities, and other economic strengths vital to a successful community.

**Is or does the proposed amendment:**

- Help maintain and enhance the primary job base (5.1)?



- X Encourage a citywide housing mix consistent with the labor force and non-labor force populations (5.1j)
- Encourage the development of regional retail centers (5.2a)
- Encourage reuse or redevelopment of underused retail spaces (5.2b)?
- Support heritage tourism activities, particularly those associated with historic resources, cultural institutions and the State Capitol (5.4a)?
- Promote revitalization of the Downtown core (5.6a)?
- Encourage the incorporation of additional housing in and around the Downtown (5.6c)?

## CHAPTER 6: LIVABLE NEIGHBORHOODS AND ACTIVITY CENTERS



The Carson City Master Plan seeks to promote safe, attractive and diverse neighborhoods, compact mixed-use activity centers, and a vibrant, pedestrian-friendly Downtown.

### Is or does the proposed amendment:

- Promote compatibility with surrounding development for infill projects or adjacent to existing rural neighborhoods (6.2a, 9.3b 9.4a)?
- If located in an identified Mixed-Use Activity Center or m area, provide for the appropriate mix, size and density of land uses consistent with the Mixed-Use district policies (7.1a, b)?
- Encourage an appropriate mix of housing models and densities based upon the location, size and surrounding neighborhood context (9.1a)?
- Discourage "spot" rezoning of parcels within established rural neighborhoods that have not been identified as higher density on the Land Use Map or that are not contiguous with lots zoned for a comparable density (9.4b)?

## CHAPTER 7: A CONNECTED CITY



The Carson City Master Plan seeks promote a sense of community by linking its many neighborhoods, employment areas, activity centers, parks, recreational amenities and schools with an extensive system of interconnected roadways, multi-use pathways, bicycle facilities, and sidewalks.

### Is or does the proposed amendment:

- Promote transit-supportive development patterns (e.g. mixed-use, pedestrian-oriented, higher density) along major travel corridors to facilitate future transit (11.2b)?
- Promote enhanced roadway connections and networks consistent with the Transportation Master Plan (11.2c)?
- Provide for appropriate pathways through the development and to surrounding lands, including parks and public lands, consistent with the Unified Pathways Master Plan and the proposed use and density (12.1a, c)?

**RESOLUTION NO. 2001-R-43**

A RESOLUTION OF INTENT EFFECTING A CHANGE OF LAND USE (Z-00/01-4) ON ONE PARCEL, FROM MOBILE HOME 6,000 (MH6000) TO NEIGHBORHOOD BUSINESS (NB) ON PROPERTY LOCATED AT 806 RANDELL DRIVE, APN 009-072-01, CARSON CITY, NEVADA.

WHEREAS, a Resolution of Intent effecting a Change of Lane Use on Assessor's Parcel Number 009-072-01, said parcel located at 806 Randell Drive, Carson City, Nevada, was duly submitted by Builders Association of Western Nevada (BAWN)/Agent Ron Kipp (property owner: Builders Association of Western Nevada); and

WHEREAS, the Builders Association of Western Nevada (BAWN) business office location shall be zoned for Neighborhood Business (NB) with this Resolution of Intent tied to APN 009-072-01, otherwise known as 806 Randell Drive; and that the only use allowed in the Neighborhood Business zoning, either primary permitted uses, accessory uses, or conditional uses, shall be for an office (business) for the Builders Association of Western Nevada (BAWN). In the future, should BAWN wish to sell the property, BAWN is responsible for filing a Change of Lane Use to rezone the subject property at 806 Randell Drive, APN 009-072-01, back to Mobile Home 6,000 (MH6000), a residential zoning district, and only then could the structure be sold as a residence.

WHEREAS, the Builders Association of Western Nevada (BAWN) must construct a modified standard plan of a residential unit as offered by Richard Homes and Development, which will serve as BAWN's office. The structure must have the same architectural style, materials, and colors as does the rest of the residential units in the residential subdivision. BAWN has indicated that the subject lot is 80 feet wide, however, in a Neighborhood Business zoning district, there shall be a 30 foot setback requirement from the adjacent residential lots to the east, therefore, they are limited to a 45 foot building width. Therefore, BAWN will submit to the City a modified standard residential plan by adding additional depth to the residential building to meet their needs of approximately 2,000 square feet of office space.

WHEREAS, the structure must be one single story in height.

265649

1 WHEREAS, a landscaping and fence plan is required to be submitted to the  
2 Planning and Community Development Department for review and approval. City staff will  
3 require that French Lilacs and Arrowwood Viburnum (Snowball shrub), be planted along  
4 the 6-foot wooden fence along the eastern and northern property lines. If the plants are  
5 15 gallon size, they can be planted 8 feet on center, or if they are 5 gallon size, they are  
6 to be planted 6 feet on center. An automatic irrigation system will be required as well as  
7 front yard irrigated turf.

8 WHEREAS, one wooden sign, 2 feet x 3 feet, is allowed to denote the BAWN  
9 offices. Said sign will be placed within the front yard, adjacent to the structure.

10 WHEREAS, no parking of BAWN member vehicles will occur in the residential area  
11 of the subdivision.

12 NOW, THEREFORE BE IT RESOLVED, that the Carson City Board of Supervisors  
13 does hereby accept this Resolution of Intent effecting a Change of Land Use on  
14 Assessor's Parcel Number 009-072-01, said parcel located at 806 Randell Drive, Carson  
15 City, Nevada, submitted by Builders Association of Western Nevada (BAWN)/Agent Ron  
16 Kipp (property owner: Builders Association of Western Nevada), in association with Bill  
17 No. 110 of the Carson City Board of Supervisors.

18 ADOPTED this 16th of August, 2001.

19 AYES: Supervisors Robin Williamson

20 Jon Plank

21 Pete Livermore

22 Richard S. Staub

23 Ray Masayko, Mayor

24 NAYES: Supervisors None

25 ABSENT: Supervisors None

26 

27 Ray Masayko, Mayor  
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CARSON CITY  
CLERK'S  
OFFICE  
*Alan Glover*  
Alan Glover, Clerk-Recorder

FILED FOR RECORD  
AT THE REQUEST OF  
CARSON CITY CLERK TO  
THE BOARD  
'01 AUG 17 AIO :38  
FILE NO. 265649  
ALAN GLOVER  
CARSON CITY RECORDER  
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