



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: July 20, 2017

Staff Contact: Lee Plemel, Community Development Director

Agenda Title: For Possible Action: To adopt Resolution No. 2017-R-__, a Resolution amending the maximum number of residential building permit allocations under the Carson City Growth Management Ordinance for the years 2018 and 2019 and estimating the maximum number of residential building permits for the years 2020 and 2021; establishing the number of residential building permit allocations available within the development and general property owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review. (Lee Plemel, lplemel@carson.org)

Staff Summary: The Board of Supervisors is required to annually establish the number of residential permits that will be available for the following calendar year in accordance with CCMC 18.12, Growth Management. This has historically been based upon a growth rate of three percent. A maximum of 658 residential permits are recommended by the Planning Commission for 2018. The commercial and industrial daily water usage threshold is recommended to be continued at 15,000 gallons per day, above which Growth Management Commission approval is required.

Agenda Action: Resolution

Time Requested: 20 minutes

Proposed Motion

I move to adopt Resolution No. 2016-R-__, a Resolution amending the maximum number of residential building permit allocations under the Carson City Growth Management Ordinance for the years 2018 and 2019 and estimating the maximum number of residential building permits for the years 2020 and 2021; establishing the number of residential building permit allocations available within the development and general property owner categories; and establishing a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review.

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

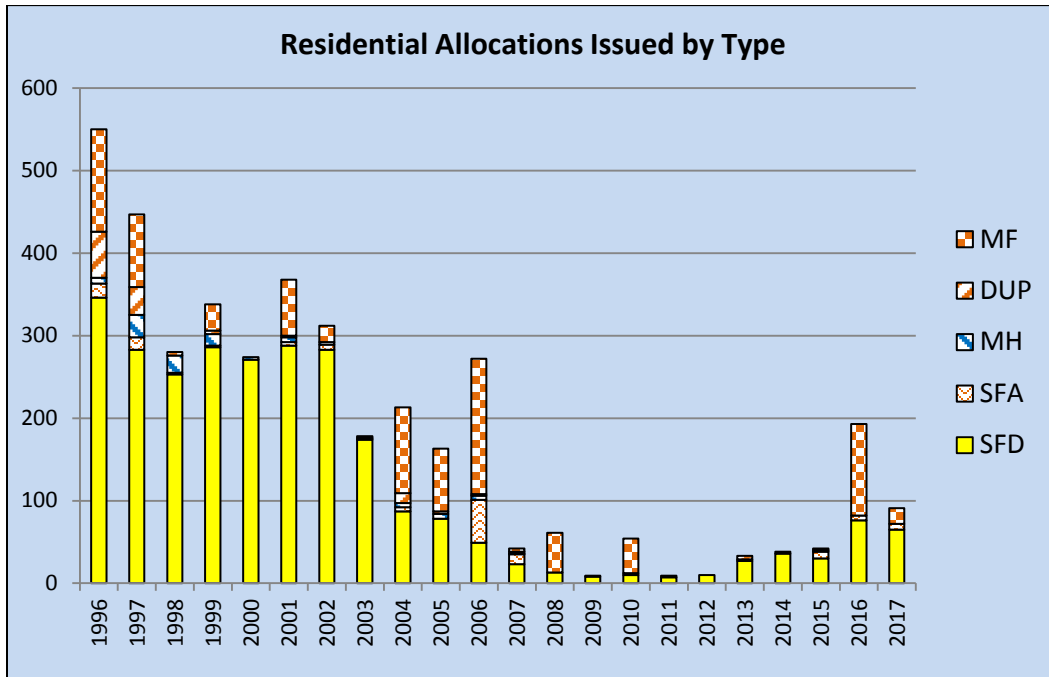
The Growth Management Commission recommended approval of the proposed Resolution on May 31, 2017, by a vote of 5-0 (one absent; one vacancy).

Background/Issues & Analysis

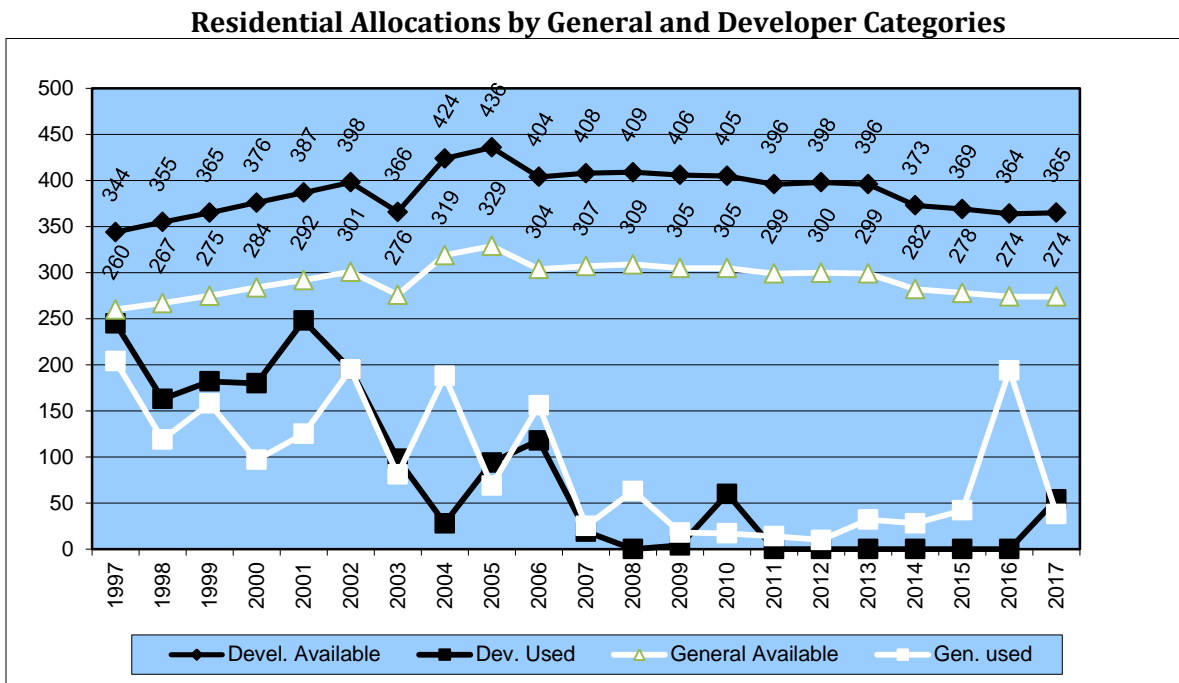
The Growth Management Commission (Planning Commission) reviewed the attached staff report on May 31, 2017, and recommended a total allocation of 658 residential units for 2018, including 283 in the General Property Owner category and 375 in the Developer category (developments with 31 or more lots or multi-family units). The Growth Management Commission also recommended maintaining the average daily water usage threshold for Growth Management Commission review for commercial and industrial projects at 15,000

gallons per day. See the attached staff report to the Planning Commission dated May 31, 2017, for more background and information regarding Growth Management and the proposed Resolution.

Following are updated charts from the charts provided in the May 31 Planning Commission staff report. Figures are through June 2017.



Source: Carson City Building Division; through June 2017
 SFD -- Single Family Dwelling DUP -- Duplex
 SFA -- Single Family Attached dwelling MF -- Multi-Family dwelling
 MH -- Manufactured Home



Total allocations through June 30, 2017:
 SFD: 65 units General Category: 37 units
 SFA: 7 units

MF: 19 units

Developer Category: 54 units

Contact Lee Plemel at 283-7075 or lplemel@carson.org if you have any questions regarding this item.

Applicable Statute, Code, Policy, Rule or Regulation

CCMC 18.12, Growth Management.

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: N/A

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: This is a planning and zoning-related regulation pursuant to NRS 278 and is therefore exempt from business impact statement requirements.

Alternatives

Amend the number of residential allocations to be made available and/or the average daily water usage threshold for commercial and industrial development.

Attachments:

- 1) Resolution.
- 2) Report to the Planning Commission and supporting materials.

Board Action Taken:

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

RESOLUTION NO. 2017-R-___

A RESOLUTION AMENDING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE CARSON CITY GROWTH MANAGEMENT ORDINANCE FOR THE YEARS 2018 AND 2019 AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2020 AND 2021; ESTABLISHING THE NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS AVAILABLE WITHIN THE DEVELOPMENT PROJECT AND GENERAL PROPERTY OWNER CATEGORIES; AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE FOR COMMERCIAL AND INDUSTRIAL BUILDING PERMITS AS A THRESHOLD FOR GROWTH MANAGEMENT COMMISSION REVIEW.

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

WHEREAS, pursuant to Carson City Municipal Code Section 18.12 the Growth Management Commission met in a duly noticed public hearing on May 31, 2017, and recommended the maximum number of residential building permits to be made available for calendar years 2018 and 2019, and the Commission estimated the maximum number of residential building permits for calendar years 2020 and 2021; and

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

NOW, THEREFORE, the Board of Supervisors hereby resolves:

A. Beginning on the first city working day in January 2018, the Building Division shall make available a total of **658** residential Growth Management allocations for building permits. The 2017 year-end balance of unused allocations shall be voided and returned to the utility manager. The allocations for residential building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **283** residential permits (43% of total residential building permit allocation). A property owner may apply for a maximum of 30 residential building permits in Period 1 (January through March 2018) subject to the availability of building permits.

2. For the development project category, a subtotal of **375** residential building permits (57% of total residential building permit allocation). Individual development projects qualified for inclusion on the project list shall be entitled to apply for an equal share of building permits during Period 1 based on the number of qualified development projects that have applied to the Building Division for development project status as of the first City working day in January 2018. Where a development project has less lots or units than the total share of building permits allocated to it, the remaining building permits shall be

distributed equally among the remaining development projects. Additional development projects may be added to the list during Period 1 and use any remaining building permits. If no additional permits are available in Period 1 in this category, development projects not on the list at the beginning of Period 1 may only apply for building permits from the general property owner category during Period 1 in accordance with the limitations set forth above and may be added to the development category anytime during Period 2 (April through June 2018).

3. Any residential building permits remaining from Period 1 shall be made available in Periods 2 (April through June) and 3 (July through December 2017) in accordance with Carson City Municipal Code Section 18.12.055.

B. Beginning on the first city working day in January 2019, the Building Division may upon Board of Supervisors' approval make available pursuant to Carson City Municipal Code Section 18.12 a maximum total of **677** residential building permits, assuming three percent growth in 2018. The building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **291** residential building permits may be made available. General property owners shall be entitled to apply for a maximum of 30 residential building permits in Period 1 subject to the availability of building permits.

2. For the development project category, a subtotal of **386** residential building permits may be made available. Development projects qualified for inclusion on the project list shall be entitled to apply for building permits in accordance with paragraph A(2), above.

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

C. For calendar year 2020, it is estimated that the Board of Supervisors may make available a maximum of 698 residential building permits, assuming continued three percent growth.

D. For calendar year 2021, it is estimated that the Board of Supervisors may make available a maximum of 719 residential building permits, assuming continued three percent growth.

E. Pursuant to Carson City Municipal Code Section 18.12, prior to issuance of building permits, any commercial or industrial projects proposed in 2018 that exceed the threshold of **15,000 gallons per day water usage** must have the Growth Management Commission's review and approval to assure water availability.

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

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

Upon motion by Supervisor _____, seconded by Supervisor _____, the foregoing Resolution was passed and adopted this ____ day of _____, 2017 by the following vote:

VOTE: AYES: _____

NAYS: _____

ABSENT: _____

ROBERT L. CROWELL, Mayor

ATTEST:

SUE MERIWETHER, Clerk-Recorder

**STAFF REPORT FOR THE GROWTH MANAGEMENT COMMISSION MEETING OF
MAY 31, 2017**

FILE NO: GM-17-045

AGENDA ITEM: 4-A

STAFF AUTHOR: Lee Plemel, AICP, Community Development Director

REQUEST: Action to recommend to the Board of Supervisors approval of a Resolution for the establishment of the number of Growth Management residential building permit entitlements and the commercial and industrial average daily water usage threshold for 2018 pursuant to the Carson City Municipal Code (CCMC) 18.12, Growth Management Ordinance.

RECOMMENDED MOTION: “I move to recommend to the Board of Supervisors approval of a maximum of 658 residential building permit entitlements for 2018, with an allocation of 283 entitlements for the general property owner category and 375 entitlements for the development category, and to continue the commercial and industrial development annual average water usage threshold of 15,000 gallons per day for Growth Management Commission review, and distribution and allocations for future years as further provided in the draft Board of Supervisors Resolution.”

BACKGROUND:

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

1. Establish a fixed number of residential building permits to be made available in the following two calendar years (2018 and 2019, on a rolling calendar basis) and estimate the number to be made available in the third and fourth years (2020 and 2021).
2. Establish a distribution of the total building permit entitlements between the “general property owner” and “development project” (31 or more lots or units) categories.
3. Establish a maximum average daily water usage for commercial and industrial building permits as a threshold for Growth Management Commission review.

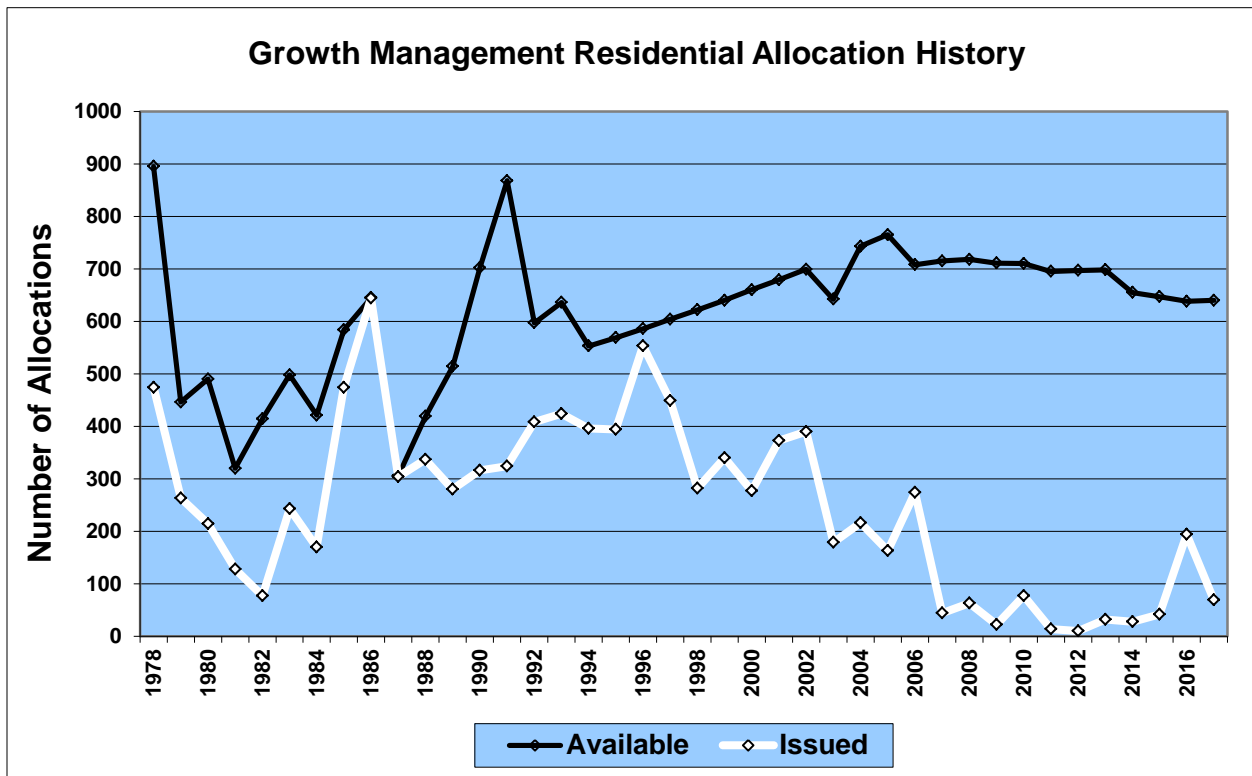
Section 18.12.050 (Purpose) of the Carson City Municipal Code, Growth Management Ordinance, states, in applicable part:

2. *The board declares that the following essential resources shall be considered for the managed growth of Carson City:*
 - a. *City water: quantity, quality, supply, capacity, infrastructure;*
 - b. *City sewer: treatment and disposal capacity; system or infrastructure ability to transport sewage from a residential dwelling unit of the treatment system;*
 - c. *Sheriff protection services;*
 - d. *Fire protection services;*
 - e. *Traffic and circulation;*
 - f. *Drainage and flooding;*
 - g. *School enrollment and capacity;*

- h. *Parks and recreation; and*
- i. *Other resources or services as determined by the board.*

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

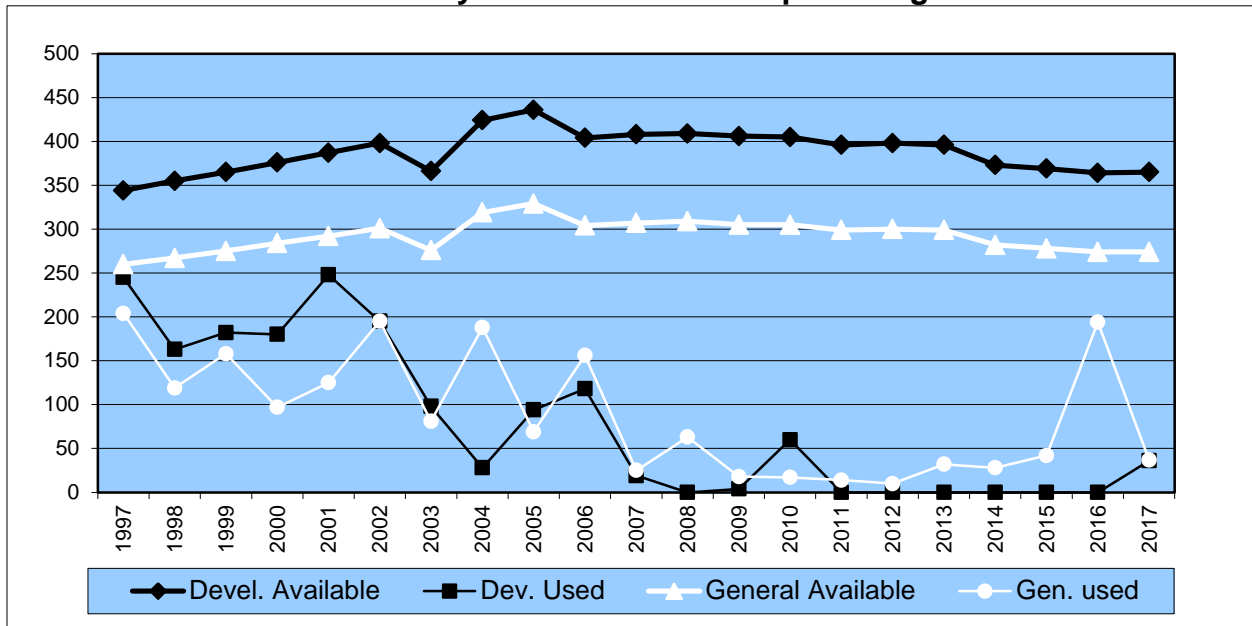
The following graphs provide historical data regarding the number of permits available, the number of permits used by the general property owner and development categories, and permits used by type of residence.



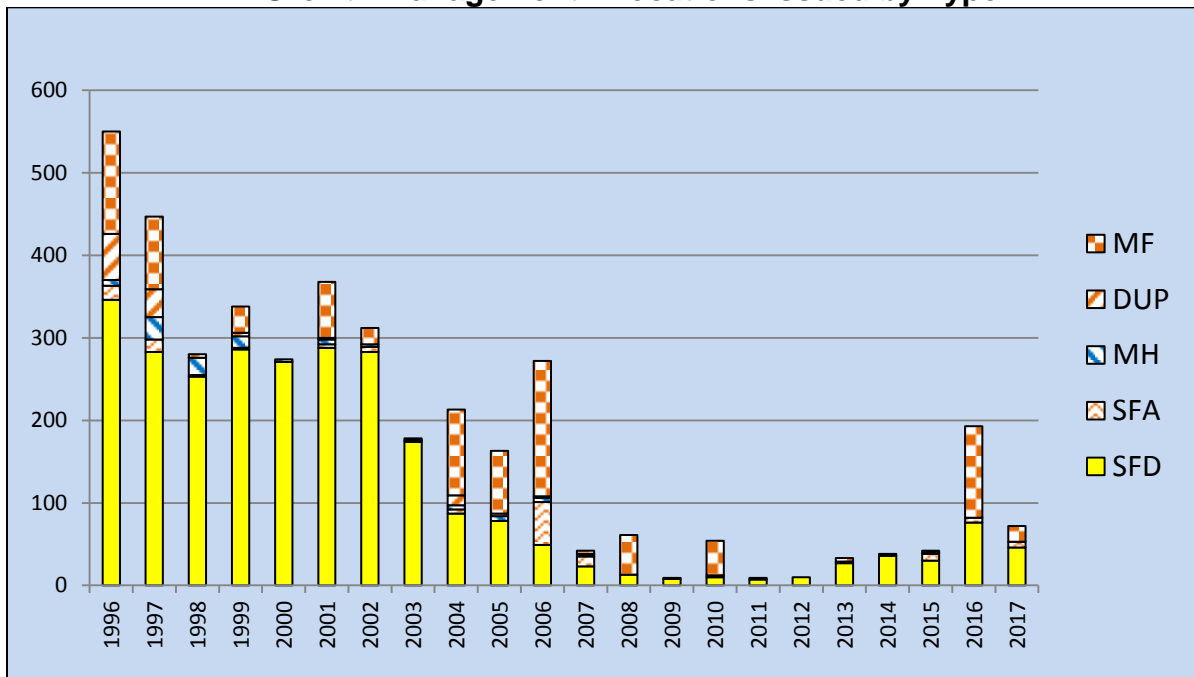
Through April 2017 (Source: Carson City Building Division)

	Avg. Issued/yr.	Max. Issued/yr.
1987-2016 (30 years)	235	553 (1996)
1997-2016 (20 years)	168	449 (1997)
2007-2016 (10 years)	54	194 (2016)
2012-2016 (5 years)	63	194 (2016)

Allocations by General and Developer Categories



Growth Management Allocations Issued by Type



Through April 2017 (Source: Carson City Building Division)

SFH – Single Family Detached
 SFA – Single Family Attached
 MH – Mobile Home
 DUP – Duplex
 MF – Multi-family attached (3+ units, single ownership)
 Conv – Conversion of existing unit from well to water system

DISCUSSION:

The Planning Division has solicited comments from various City departments, the Carson City School District, Carson Tahoe Hospital, and various agencies regarding their ability to accommodate growth within Carson City and, if applicable, what limits should be set on the issuance of residential permits for 2018. Written comments received are attached to this staff

report. Though City departments continue to note limitations in their ability to accommodate City growth at current staffing levels, no City Department or other agency comments include a recommendation to reduce the number of residential permits to be made available in 2018. The Board of Supervisors continues to incrementally address City staffing needs as City revenues recover. Please refer to the attached comments for more detail.

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

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

Carson City land use, water, sewer, and transportation long-range planning has been based on an estimated “build out” population of 75,000 to 80,000. Carson City currently has approximately 23,700 residential units (per 2010 US Census and Assessor’s data), with a population of approximately 55,182 (2016 State Demographer’s estimate). Approximately 29,500-31,500 residential units would be required to accommodate a population of 75-80,000 (assuming approximately 2.54 persons per unit per 2010 US Census data). This leaves approximately 5,800 to 7,800 residential units—about one-quarter to one-third of our current residential unit count—remaining to be constructed before the City’s planned build out population is reached.

The total of pending subdivision lots to be recorded and pending multi-family apartment project units is 2,211 units. This excludes vacant lots that have already been recorded but do not have a building permit for construction of a residence. A Growth Management allocation will ultimately be required for each of these units as well as for other residential units constructed throughout the City.

The following tables show approved subdivision with lots remaining to be recorded and pending multi-family apartment projects that have either Major Project Review or Special Use Permit approval:

Subdivisions with Tentative Maps/Parcels Pending to be Recorded

Development Name	Parcels Approved	Parcels Remaining to Record	Location and Notes
Silver Oak	1,088	482	N. of Winnie Lane, west of N. Carson Street.
Schulz Ranch	424	219	Race Track Road vicinity
Clearview Ridge	73	73	West side of Cochise St., west of Roventini Way
Schulz Investments	6	6	Highway 50 West vicinity
Ross Park PUD	23	23	Snyder Ave., California St. & Appion Way
Jackson Village PUD	41	41	Eagle Station Lane
Arbor Villas	147	93	Little Lane east of Roop Street
Mills Landing	105	105	West side of State St., north of William St.
Vintage	212	212	Mountain St. and Ormsby Dr. vicinity
Lompa/Blackstone 1	189	189	Saliman Lane south of Carson High School

Total: 1,443

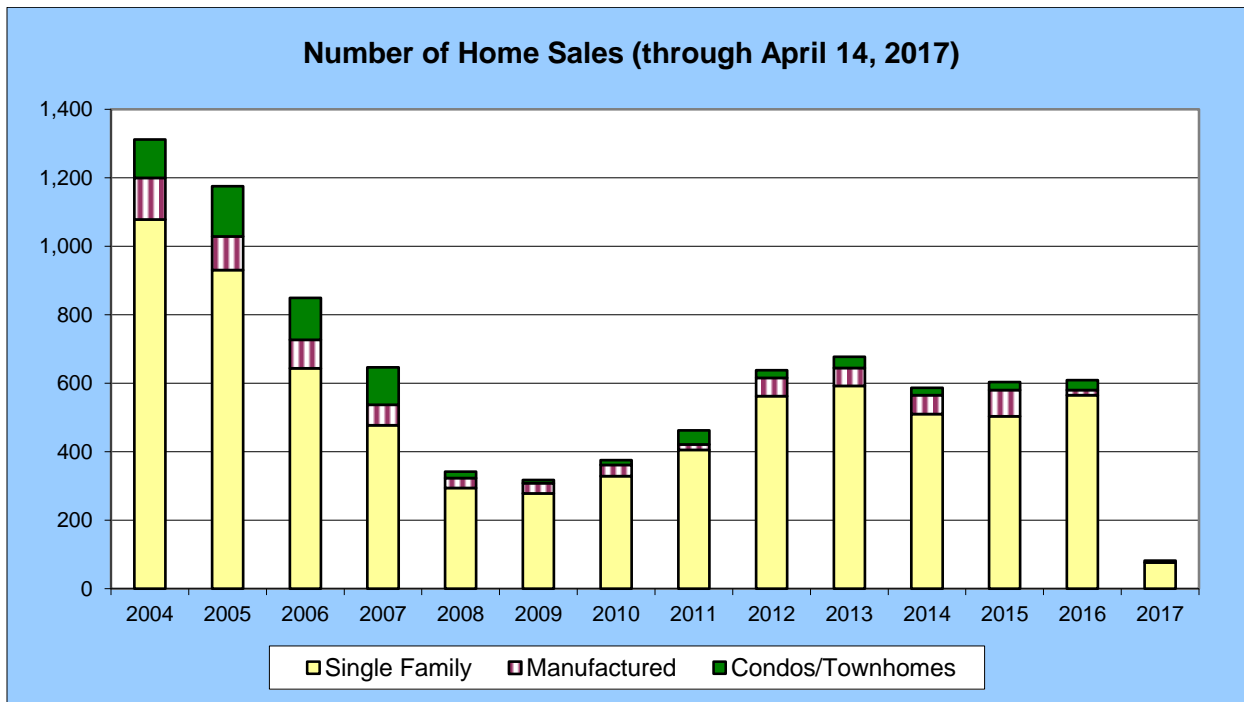
Pending Multi-Family Apartment Projects

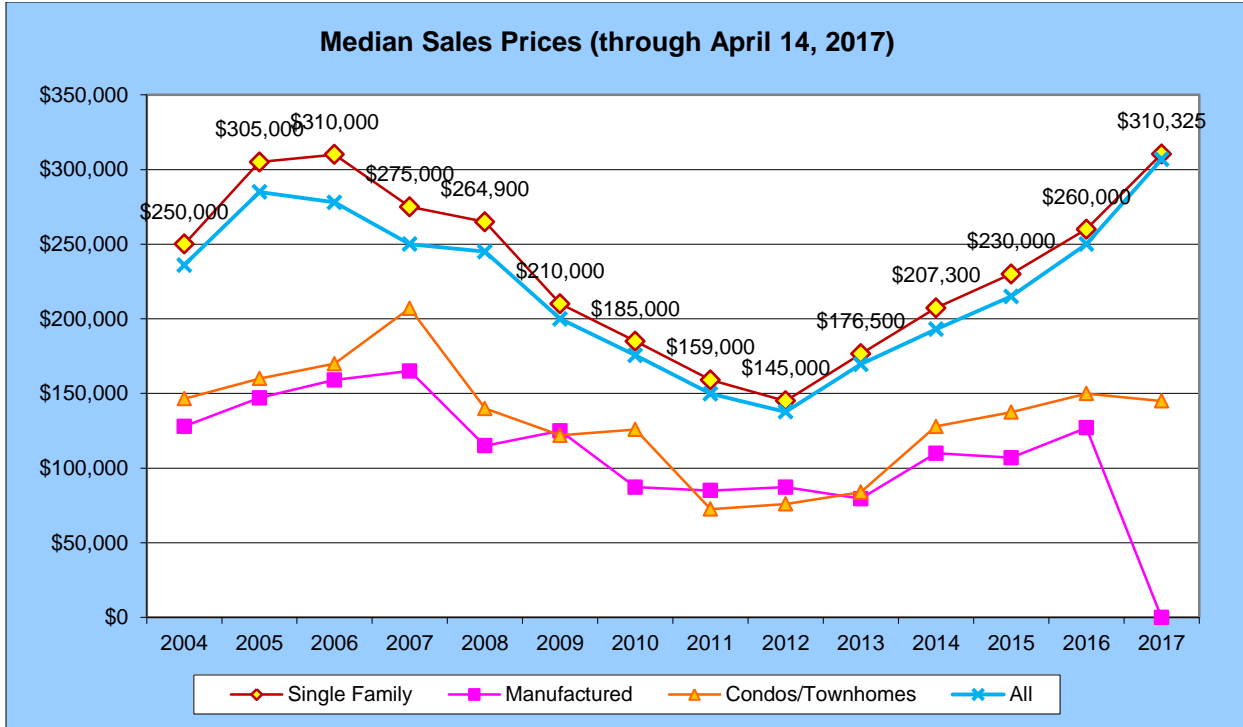
	MF Units Approved	Location and Notes
	90	Silver Oak, GS Richards Blvd.
	300	Curry St./Clearview Dr. (Galaxy Theater vicinity)
	228	Centennial Ridge (Centennial Park vicinity)
	150	GS Richards Blvd. #2 (SUP at May PC)

Total: 768

It is anticipated that the approved residential units will be constructed over a number of years. For example, the roughly 600 units that have been constructed within the Silver Oak subdivision to date have occurred over a span of approximately 23 years. The pending apartment projects each consist of multiple buildings, which are typically phased in over time. The associated Growth Management allocations for each unit are correspondingly spread out over time with the various phases.

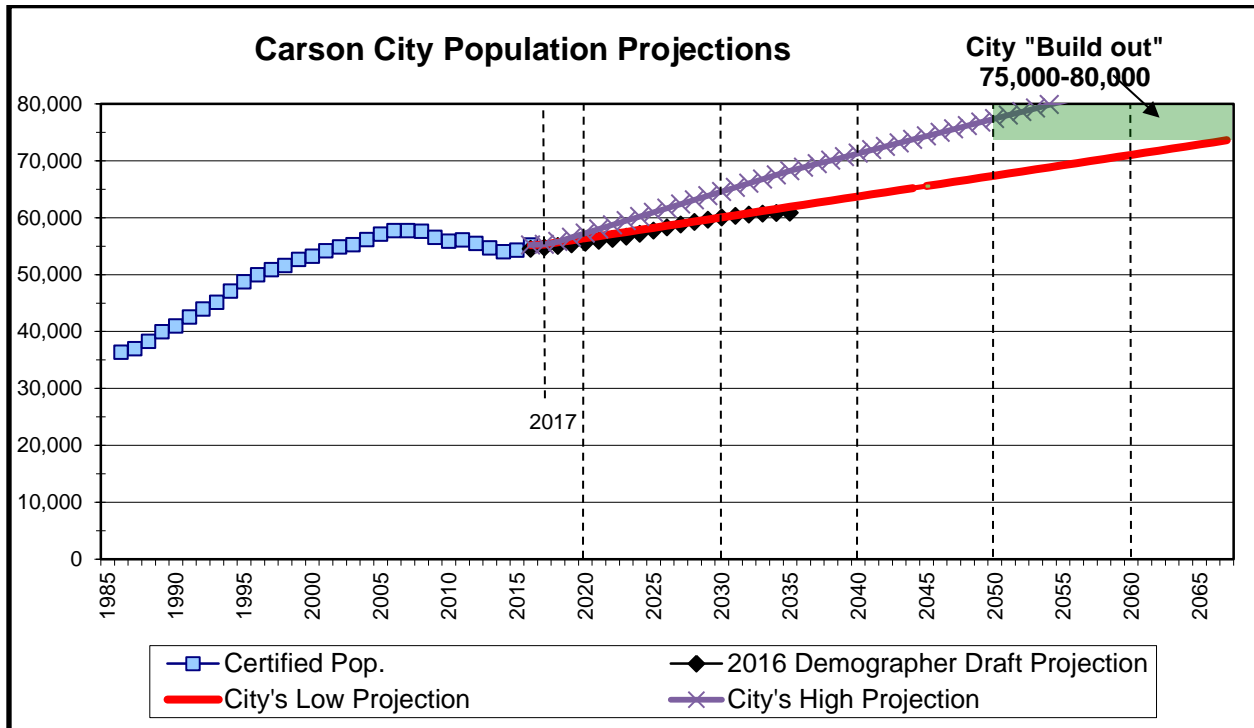
The number of home sales can have an impact on the demand for construction of new homes. Slower home sales can slow demand for new construction, but increased sale prices could make new construction economically feasible and lead to more construction. The following two graphs show that total home sales have leveled off the last five years, while the median single-family home sales price has increased each year since bottoming out in 2012.





Source: Carson City Assessor's Office

The following table shows population projections provided by the State Demographer as well as projections used by Carson City for long-range planning purposes. The City uses these projections for long-range regional transportation plans, and water and sewer capacity planning. For planning purposes, Carson City is anticipating average long-term growth of approximately 0.7%-1.3%.



- Given current City staffing levels, does City staff have the capacity to process 658 permits and accommodate that much growth if the maximum amount were submitted in any given year?

The building permit center is an “enterprise fund,” meaning it uses revenues directly generated by permits to fund the permit center functions. When more permits are submitted, this immediately generates revenues that can be used to ensure that appropriate staff is hired to handle the permit processing workload. This includes funding the time for staff in the Community Development, Public Works, Fire, and Health Departments to review and inspect building permit plans.

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

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

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

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

In 2006, the current method of determining the number of allocations was established. This method uses the most recent available State Demographer population estimates for Carson City (usually one year behind) as the base for establishing the number of permits that would, in theory, result in 3% growth. This method also uses the latest available Census data for the average number of persons per household (2.54) to calculate the allocations. The details of the methodology used in determining the recommended allocations for 2018 are included in Attachment D. The methodology has been included in each report since 2006 to establish a consistent method that can be tracked through time.

While the ordinance requires establishing the number of allocations to be made available in the second year and estimating the number for the third and fourth years, the ordinance also requires that these numbers be evaluated and set annually. Therefore, if certain service capacity issues arise in any given year, the estimated number of allocations for future years can be adjusted. Also, the number of allocations can only approximate how much actual growth will

occur in the City. For example, the State Demographer estimated that the City's population decreased slightly through the recent recession years, primarily due to employment impacts, even though new residential units were constructed during that time. Potentially, the City could see an actual growth rate of more than 3% in any given year even though all of the available residential allocations are not used.

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

The Growth Management program was developed in response to a moratorium by the State Division of Water Resources on new subdivisions in Carson City in the 1970's due to wastewater and water capacity issues. The program was developed in cooperation with the State to address their issues. Those specific issues were addressed by the City years ago.

Even during times of slow growth when there are no apparent, imminent capacity issues, staff believes the program should remain in place, in part, to stay in good standing with the State on water- and wastewater-related issues. The current potential growth and development pressures emphasize the need to continue the Growth Management program so that the impacts of residential growth can continue to be monitored and appropriately limited.

- Is the Carson City School District able to support additional growth?

"School enrollment and capacity" is one of the essential City resources that must be considered as part of the Growth Management allocation process. As growth occurs in the City, the School District must continue to increase overall capacity. The School District convened a master plan committee to guide the School Board regarding future expenditures to address current school needs and future capacity issues. As of the writing of this staff report, City staff had not received written comments from the School District. Any comments received before the Planning Commission meeting will be forwarded to the Commission as late material. The Carson City School District will give a presentation to the Planning Commission at the May 31 meeting regarding the current school capacity and plans for accommodate growth within the District.

Commercial and Industrial Average Daily Water Usage Threshold

The Commission is also required to establish the average daily water usage threshold for Growth Management Commission review. A threshold of 15,000 average gallons per day was adopted in 2016, up from 7,500 gallons that was used for years prior to that. To give an idea of how much water this is, 7,500 gallons per day is approximately the average amount used by a large restaurant, including landscape irrigation. With recent and continued improvements to the water system and additional water resources being produced and delivered from the Carson Valley, Public Works staff recommends retaining the average daily water usage threshold at 15,000 gallons. In addition to the water infrastructure improvements, the City's development standards and building codes have improved over the years to where water conservation measures, such as low-flow fixtures, are included as part of the standard requirements for new commercial and industrial development. The Public Works Department has the ability to require improvements with building permits that are necessary to meet water demands for each project without Growth Management Commission review.

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

ALTERNATIVES AND CONCLUSION:

Per the Growth Management Ordinance, the Growth Management Commission must recommend the total number of available permits and the distribution between categories for the years 2018 and 2019 and recommend an estimated number of total permits available for 2020 and 2021. A distribution of 43% to the “general property owner” category and 57% to the “development project” category has historically been established and is recommended by staff to continue. The following table shows allocation alternatives for various growth rates and how these rates would affect the number of available allocations.

Permit Allocation Alternatives

Rate	Category	2017	2018	2019	2020
3.0%	Total	658	677	698	719
	General	283 (43%)	291 (43%)	--	--
	Development	375 (57%)	386 (57%)	--	--
2.5%	Total	548	562	576	590
	General	236 (43%)	242 (43%)	--	--
	Development	312 (57%)	320 (57%)	--	--
2.0%	Total	438	447	456	465
	General	189 (43%)	192 (43%)	--	--
	Development	250 (57%)	255 (57%)	--	--

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

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

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

Please contact Lee Plemel in the Planning Division at 283-7075 or lplemel@carson.org if you have any questions regarding the Growth Management program.

Attachments:

- A) Agency comments
- B) Draft Resolution
- C) Building Permit Distribution Table for 2013 (3%)
- D) Methodology, Number of Available Permits



CARSON CITY NEVADA
Consolidated Municipality and State Capital
PUBLIC WORKS

MEMORANDUM

TO: Carson City Planning Commission
FROM: Darren Schulz, Public Works Director
DATE: May 11, 2017
SUBJECT: Growth Management Report 2017

Thank you for the opportunity to inform you of the status of our operations and our ability to serve Carson City at a projected growth rate up to 3% through 2017.

The operational reports are as follows:

WATER OPERATIONS:

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

Carson City must allocate approximately 1,445 acre-feet to remaining approved undeveloped lots. As required by the State Engineer's Office, additional parceling is also being accounted for. It is estimated that in 2016, Carson City's water usage will be approximately 11,186 acre-feet. This number includes State, commercial and industrial usage.

Subtracting the predicted 2017 water usage of 11,186 acre-feet and outstanding water commitments of 1,445 acre-feet from Carson City's usable water rights of 18,272, leaves a balance of approximately 5,641 acre-feet, which may be allocated towards new development.

Carson City continues to utilize conjunctive use water management. During the year of 2016, Carson City met its annual water needs from 65% groundwater and 35% surface sources. It is the goal of Public Works to provide the equipment for and operate the water system so that Carson City's needs can be fulfilled utilizing a combination of groundwater and surface sources dependent upon availability, allowing true conjunctive use water management.

Carson City will continue the outside water management program during the 2017 irrigation season which includes a THREE-DAY-A-WEEK schedule where odd-numbered addresses water on Tuesday, Thursday and Saturday and even-numbered addresses water on Sunday, Wednesday and Friday, with no watering between the hours of 10:00 a.m. to 6:00 p.m. Watering on Mondays is prohibited. This allows time for resting of the system and filling of tanks.

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



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

Carson City has always used a drought as the design scenario to meet peak summer demands. Currently, there is approximately 24.0 million gallons per day (MGD) of production supply for a drought year. The maximum-day demand in 2016 was approximately 20.0 MGD. There is approximately 4 MGD of peak supply capability remaining.

Carson City Public Works can accommodate the projected 3% growth for the remainder of 2017 through 2018, dependent on the completion of the planned capital improvement projects regarding storage, treatment, distribution and production facilities.

With regards to the threshold for Growth Management review, we recommend to keep the threshold at 15,000 gallons per day.

SEWER OPERATIONS:

The Water Resource Recovery Facility (WRRF) is permitted to process a sewage flow of 6.9 million gallons per day (MGD). The 2016 average flow was 4.4 MGD. With respect to the planned growth, a potential development rate of 3% through 2018 could be accommodated by the WRRF and sewer operations.

LANDFILL OPERATIONS:

The Landfill has a projected life expectancy of approximately 45 years. With respect to the planned growth, a potential development rate of 3% through 2018 could be accommodated by the Landfill.

TRANSPORTATION:

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

With respect to the planned growth of the City and how that may be expected to impact the City's transportation system, the potential development rate of 3% through 2018 could be accommodated by the existing and planned transportation system.

Public Works' staff, who serve both the Carson City Regional Transportation Commission (CCRTC) and the Carson Area Metropolitan Planning Organization (CAMPO), are familiar with



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the current system, the improvements that are planned to be implemented by the year 2017, and the planned improvements through the year 2040. With this knowledge, we have determined that the current system is operating well with respect to capacity. The most notable planned project is the completion of the Carson City Freeway by the Nevada Department of Transportation, which will provide significant additional traffic-carrying capacity and further reduce traffic volumes on parallel City-owned surface streets. The last segment of the freeway is scheduled to open by late summer of 2017.

One of the important tools available for these evaluations is a travel demand model developed and maintained as part of CAMPO responsibilities. This model, based on existing and forecasted land use and socio-economic data developed in cooperation with the Carson City Planning Division, forecasts traffic volumes to the year 2040. The model was updated and extended in 2016 and is undergoing improvements in 2017. This model allows for evaluations of the impacts of changes in the land use base, the transportation network, or both. The model is can be used to support subarea analyses as needed.



Memorandum

"Action. Urgency. Excellence"

To: Lee Plemel, Community Development Director

From: Asst. Sheriff Ken Sandage

Date: May 16, 2017

Subject: Growth Management Response

The members of the Carson City Sheriff's Office are committed to excellence in law enforcement and are dedicated to the people and diversity of our city. In order to protect life and property, prevent crimes and reduce the fear of crime, we will provide service with understanding, response with compassion, performance with integrity and law enforcement with a vision.

As the city begins to rebound with new subdivisions, apartment complexes, housing, and businesses springing up virtually in all directions comes the challenge of providing the community with outstanding police services. The growth of our city is greatly welcomed, and strategic police staffing planning is a necessity to provide for the protection and to bridge a safe community partnership.

The Sheriff's Office staffing lost twelve positions in FY 2011 as a result of mandated budget cuts. It is desired to increase staffing to accommodate the growth, such as;

1. *Increase patrol officers by 5 FTEs*

The passage of recreational marijuana sales will have a detrimental impact as it relates to impaired driving. As of recent, the CC District Attorney's Office as seen an increase in impaired driving case load. Additionally, residential growth will require staffing calls for service, traffic accidents, and enforcement. Moreover, our schools will increase with pupil population, concentrating our effort on enforcement, leadership, safety, and education, especially for our vulnerable middle-school age group.

2. *Increase jail staffing by 3 FTEs (civilian-staff)*

The daily inmate population continues to grow each year, especially trending with females. The Uniform Crime Report favorably suggests Carson City as a safe community. This is mainly attributive to the Sheriff's Office aggressive no-tolerance to criminal behavior and the relentless effort of suppressing gang-related activity. With this said, the care of inmates is a constitutional directive, and the safety of our officers are paramount. Since 2009, the inmate (male/female) capacity has remained above 80% of its original design. Accordingly, staffing adjustments of an additional deputy is optimum to provide oversight and safety to inmates. Additional civilian employees assigned to the jail will alleviate certain superfluous tasks so that our officers can focus on mandated custodial functions and legal responsibilities.

3. *Increase Investigations by 1 FTE*

As mentioned previously, a detective position was cut in FY 2011. By reinstating this positioned, more focus to cyber crimes, homeland security, and fraud cases can be better apportioned. Most of all cases assigned to Investigations are labor intensive and by increasing staffing would ensure a timely investigation for victims, businesses and the community as a whole.

Best Regards,



Ken Sandage, Asst. Sheriff



CARSON CITY FIRE DEPARTMENT

"Service with Pride, Commitment, Compassion"

May 23, 2017

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

Dear Lee and Commission Members,

The mission of the Carson City Fire Department is to serve the community with pride, commitment, and compassion.

The Carson City Fire Department is the busiest fire department per capita in northern Nevada. The Fire Department is experiencing an increase in call volume of approximately 5% per year. The Fire Department has not seen an increase in resources in over 18 years and during that time period emergency responses have increased by over 108%. This call volume growth has occurred with very slow growth in the Municipality. With the current growth rate of emergency responses, and no additional resources to meet the demand, Carson City Fire will be challenged to provide the same excellent service we provide today. The Fire Department is becoming more reliant on our mutual aid partners to meet the increase in emergency responses.

As the population in Carson City grows we expect the annual call volume to increase at a greater rate than what we are currently experiencing. The Fire Department does support growth and development in the community; however, population growth without additional resources will place a greater stress on an already strained response system. In order to meet the expected increase in demand, the Fire Department will need to increase the number of personnel and resources. To accommodate the anticipated increase in emergency call volume the Fire Department requests the following:

- (1) One additional fire station with:
 - a. One Quint Ladder Truck and (9) FTEs
 - b. One Rescue Ambulance and (6) FTEs

This resource request is in line with the Abbey Groups (2001) Study and the Accompanying Citizens Ad Hoc Committee to Study Public Safety Services (2008). Both studies recommend additional resources and staffing for the Fire Department in order to meet the increased demand on services. This request could be phased in as growth and call demand dictate.

Please contact me if you need any additional information.

Sincerely,

Sean P. Slamon
Fire Chief



CARSON CITY, NEVADA
CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

To: Lee Plemel, Community Development Director

From: Nicki Aaker, Director *NSA*
Dustin Boothe, Disease Control and Prevention Manager *DS*

Date: May 23, 2017

Subject: Growth Management for 2018 Residential Allocations and Commercial Average Daily Water Usage.

1. Does your department or agency have any extraordinary service capacity issue that would be negatively impacted by residential growth in 2017-18? If so, identify the issues.

None identified at this time.

2. Do you recommend limiting the number of residential building permits (new construction) that will be made available for the 2018 calendar year to address these issues? If so, what limit, and how will this limit on residential growth help resolve your service capacity problem?

No issues identified at this time.

3. What is needed by your department or agency to solve any service capacity issue identified above?

No issues identified at this time.

Carson City Health & Human Services

900 East Long Street • Carson City, Nevada 89706 • (775) 887-2190 • Hearing Impaired-Use 711

Clinical Services (775) 887-2195 Fax: (775) 887-2192	Public Health Preparedness (775) 887-2190 Fax: (775) 887-2248	Human Services (775) 887-2110 Fax: (775) 887-2539	Disease Control & Prevention (775) 887-2190 Fax: (775) 887-2248	Chronic Disease Prevention & Health Promotion (775) 887-2190 Fax: (775) 887-2248
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CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITOL

To: Lee Plemel, Community Development Director
From: Jennifer Budge, CPRP, Parks and Recreation Director
Subject: Growth Management Impacts on Parks and Recreation Services
Date: May 15, 2017

From 2007-2011, Carson City's Parks and Recreation budget sustained significant reductions throughout the recession, reducing staff, supplies, and ultimately the level of service to the community. The impact of these cuts placed great strain on staff resources and eliminated many preventative maintenance practices.

With the generous support of the voters passing Question 18 more than 20 years ago, the City has acquired over 7,300-acres of open space to enhance the quality of life in Carson City for future generations. While the majority of acquisitions are complete, the city's maintenance responsibilities are only increasing due to the impacts of a growing population. Question 18 was an innovative effort, but unfortunately even during healthy economic times, it does not generate enough funding to address our deferred park maintenance and capital project needs.

The Parks staff has done a tremendous job in keeping the City's parks system functioning, while the demand for services has increased by 35% (facility reservations) since 2015 alone. With over 64-acres of developed park acreage per Park Maintenance Worker and a lack of investment in addressing aging infrastructure preservation and deferred maintenance, the City's parks facilities are significantly deteriorating.

With an anticipated population growth rate of 3%, there will be significant impacts on the community services provided by the Parks, Recreation and Open Space Department for Carson City residents. As new subdivisions are constructed, additional neighborhood parks will be funded partially through Residential Construction Tax (RCT) as outlined in Nevada Revised Statutes. While RCT contributes positively to new park development, it doesn't generate enough funds to adequately construct parks without a significant contribution from developers to supplement the RCT. In addition, RCT is not a sustainable funding source, as it does not contribute to deferred maintenance and infrastructure preservation needs.

Increased growth will also contribute to an already existing shortage of recreation facilities, especially athletic fields. The lack of sufficient athletic fields represents one of our most serious service challenges. To accompany the demand for field use from local youth and adult sports is a significant increase in traveling tournaments, which contributes significantly to the City's economic vitality. In addition, an increase in growth will most likely lead to an increase in demand for recreation and cultural programs, aquatics, and regional trail connectivity. Since the Department staff has not increased since the recession, additional staff and facilities will be needed. There is also a need for additional recreation facility diversity including dog parks and large scale interactive splash/spray parks. Should the growth occur, it is encouraged to buildout existing parks such as Pete Livermore and Centennial Sports Complexes, rather than acquire additional lands.





CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITOL

Given the state of the economy and the City's limited staff and financial resources, it is encouraged to not limit residential permits, as it would be counterproductive toward economic recovery. This is subject to a sustainable maintenance program for new parks facilities. Maintenance and infrastructure preservation should be 100% funded by Homeowners or Maintenance Associations to not further create additional burden on the city's general fund.

Additional growth in parks and recreation will also have impacts to the community's water system. Efforts should be made to reduce turf, incorporate low impact development best management practices, utilize artificial turf, install recycled water systems, and utilize reclaimed/effluent water resources.



Lee Plemel

From: Epperson, Ed <ed.epperson@carsontahoe.org>
Sent: Wednesday, May 03, 2017 4:23 PM
To: Lee Plemel
Subject: Carson City Growth Projections

This message originated outside of Carson City's email system. Use caution if this message contains attachments, links, or requests for information.

Hi Lee, I am in receipt of your letter asking about the impacts on Carson Tahoe Health (CTH) from the population growth scenarios. CTH is able to accommodate the Low Projection and the High Projection projections. As of early this year we updated our master plan and that in turns provides the framework to grow facilities as the population needs. Let me know if you have any additional questions. Thank you, Ed.

Ed Epperson

President/CEO

Carson Tahoe Health
Administration
1600 Medical Parkway
Carson City, NV 89703
P: 775-445-8669
F: 775-888-3200





Carson City School District

1402 West King Street, Carson City NV 89703
(775) 283-2000 - Fax: (775) 283-2090

May 25, 2017

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

Re: Carson City Growth Management Commission Annual Meeting

Dear Mr. Plemel,

The Carson City School District appreciates the opportunity to provide concerns regarding the impact of population growth on Carson City's schools. While, of course, we are excited that more people are deciding to make Carson City their home, due to programmatic and funding changes at the state and local level, capacity is a real issue at all of our schools.

1. *Does your department or agency have any extraordinary service capacity issues that would be negatively impacted by residential growth in 2017-18? If so, identify the issues.*

As previously discussed in varied City and District meetings over the past two years, the School District has great concerns about service capacity, which continues to grow as the City grows. We have used, and will continue to use, every square foot of our facilities to absorb all of Carson City's students, but it has forced us to use space in unconventional and unintended ways. All of our available capital funding resources have been approved by the Board of Trustees to address our immediate needs over the next 4-5 years. As more students attend our schools our goal is to continue to provide our students safe, comfortable, efficient and attractive facilities. The pressure is felt in all of our schools and even though we are discussing rezoning to help equalize crowding, it can only help so much when nearly all of the schools are at capacity.

2. *Do you recommend limiting the number of residential building permits (new construction) that will be made available for the 2018 calendar year to address these issues? If so, what limit, and how will this limit on residential growth help resolve your service capacity problem?*

The Carson City School District does recommend a limit on residential building permits and suggests (if possible) spreading those permits throughout the city to reduce growth impact in just one particular attendance zone. A concentrated growth spike in one zone would have a significant impact upon our schools and educational programs. We do not have a recommendation for what represents the optimum number of residential permits,

but if spreading them equally across the city could occur, it would allow us to better absorb new student enrollment and serve the students and families of Carson City.

3. *What is needed by your department or agency to solve any service capacity issues identified above?*

The Carson City School District is using all of its available capital funding resources over the next five years to address building capacity due to growth. However, the reality is that Carson City is quickly going to need a new elementary school. Throughout our latest round of Facilities Master Planning Committee meetings, another round of school bond funding will likely be used to fund this project. Unfortunately, due to rapidly escalating construction costs and expected interest rate increases, the Carson City School District will not have enough bonding capacity to cover the costs of purchasing land and constructing a new school. The Carson City School District has informed the Planning Division staff in a letter dated March 23, 2017 that we believe developers of the Lompa Ranch should be required, as a Condition of Development, to donate the 10-acre parcel set aside for a new school to the District. We believe any future developments that could have a significant impact on student enrollment be required to donate land as a Condition of Development.

Again, Mr. Plemel, thank you to you and all involved in assuring Carson City's growth is manageable and sustainable.

Sincerely,

A handwritten signature in cursive script that reads "Richard W. Stokes".

Richard Stokes
Superintendent

Carson City School District Historical Populations

	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
ES	3,937	3,965	3,828	3,707	3,695	3,677	3,521	3,483	3,488	3,522	3,468	3,533	3,489	3,447
MS	2,180	2,095	2,069	2,007	1,965	1,865	1,729	1,741	1,794	1,809	1,688	1,720	1,694	1,759
HS	2,681	2,665	2,621	2,606	2,514	2,468	2,406	2,374	2,312	2,297	2,369	2,332	2,380	2,385
Total	8,798	8,725	8,518	8,320	8,174	8,010	7,656	7,598	7,594	7,628	7,525	7,585	7,563	7,591

RESOLUTION NO. 2017-R-___

A RESOLUTION AMENDING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS UNDER THE CARSON CITY GROWTH MANAGEMENT ORDINANCE FOR THE YEARS 2018 AND 2019 AND ESTIMATING THE MAXIMUM NUMBER OF RESIDENTIAL BUILDING PERMITS FOR THE YEARS 2020 AND 2021; ESTABLISHING THE NUMBER OF RESIDENTIAL BUILDING PERMIT ALLOCATIONS AVAILABLE WITHIN THE DEVELOPMENT PROJECT AND GENERAL PROPERTY OWNER CATEGORIES; AND ESTABLISHING A MAXIMUM AVERAGE DAILY WATER USAGE FOR COMMERCIAL AND INDUSTRIAL BUILDING PERMITS AS A THRESHOLD FOR GROWTH MANAGEMENT COMMISSION REVIEW.

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

WHEREAS, pursuant to Carson City Municipal Code Section 18.12 the Growth Management Commission met in a duly noticed public hearing on May 31, 2017, and recommended the maximum number of residential building permits to be made available for calendar years 2018 and 2019, and the Commission estimated the maximum number of residential building permits for calendar years 2020 and 2021; and

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

NOW, THEREFORE, the Board of Supervisors hereby resolves:

A. Beginning on the first city working day in January 2017, the Building Division shall make available a total of **658** residential Growth Management allocations for building permits. The 2017 year-end balance of unused allocations shall be voided and returned to the utility manager. The allocations for residential building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **283** residential permits (43% of total residential building permit allocation). A property owner may apply for a maximum of 30 residential building permits in Period 1 (January through March 2018) subject to the availability of building permits.

2. For the development project category, a subtotal of **375** residential building permits (57% of total residential building permit allocation). Individual development projects qualified for inclusion on the project list shall be entitled to apply for an equal share of building permits during Period 1 based on the number of qualified development projects that have applied to the Building Division for development project status as of the first City working day in January 2018. Where a development project has less lots or units than the total share of building permits allocated to it, the remaining building permits shall be

distributed equally among the remaining development projects. Additional development projects may be added to the list during Period 1 and use any remaining building permits. If no additional permits are available in Period 1 in this category, development projects not on the list at the beginning of Period 1 may only apply for building permits from the general property owner category during Period 1 in accordance with the limitations set forth above and may be added to the development category anytime during Period 2 (April through June 2018).

3. Any residential building permits remaining from Period 1 shall be made available in Periods 2 (April through June) and 3 (July through December 2017) in accordance with Carson City Municipal Code Section 18.12.055.

B. Beginning on the first city working day in January 2019, the Building Division may upon Board of Supervisors' approval make available pursuant to Carson City Municipal Code Section 18.12 a maximum total of **677** residential building permits, assuming three percent growth in 2018. The building permits shall be disbursed as follows:

1. For the general property owner category, a subtotal of **291** residential building permits may be made available. General property owners shall be entitled to apply for a maximum of 30 residential building permits in Period 1 subject to the availability of building permits.

2. For the development project category, a subtotal of **386** residential building permits may be made available. Development projects qualified for inclusion on the project list shall be entitled to apply for building permits in accordance with paragraph A(2), above.

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

C. For calendar year 2020, it is estimated that the Board of Supervisors may make available a maximum of 698 residential building permits, assuming continued three percent growth.

D. For calendar year 2021, it is estimated that the Board of Supervisors may make available a maximum of 719 residential building permits, assuming continued three percent growth.

E. Pursuant to Carson City Municipal Code Section 18.12, prior to issuance of building permits, any commercial or industrial projects proposed in 2018 that exceed the threshold of **15,000 gallons per day water usage** must have the Growth Management Commission's review and approval to assure water availability.

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

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

**2018 Building Permit Distribution Table (3% alternative)
Per CCMC 18.12.055(1)**

	Period 1 January, February & March	Period 2 April, May & June	Period 3 July – December
Total Available	658 allocations available	Any remaining permits available	Any remaining available
Development Category (31 or more lots or units)	<p>375 building permits available (57%)</p> <p>Permits divided equally among the qualified development projects on the list as of January 2.</p> <p>Where a development project has less units or lots than the total number of building permits allocated to it, the remaining units shall be divided equally among the remaining development projects.</p> <p>Additional development projects may be added to the list during Period 1 and use any remaining building permits if the units or recorded lots of the qualifying projects on the list total less than the number of building permits allocated to the development category.</p>	<p>A maximum cumulative total of 562 permits (50% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until the total number of available permits run out, whichever comes first.</p>	Any remaining building permits available on a first come, first served basis
General Category	<p>283 building permits available (43%)</p> <p>A maximum of 30 permits may be issued to an individual property owner during this period.</p>	<p>A maximum cumulative total of 566 permits (100% above the maximum number originally allocated to the category) may be obtained on a first come, first served basis, or until the total number of available permits run out, whichever comes first.</p>	Any remaining building permits available on a first come, first served basis

Methodology for Determining Number of Residential Allocations

ATTACHMENT D

Assumptions:

- The 2016 certified Carson City population estimate is 55,182. (The most current State Demographer population estimate.)
- This certified 2016 population estimate is used as the “baseline” for establishing 2018 residential allocations
- 2.54 persons per household is assumed per 2010 US Census.
- 2016 Allocations Issued = 194

Methodology:

- 1) (2016 pop.) + (2016 allocations issued x 2.54) = 2017 pop. est.
- 2) (2017 pop.) x (% growth rate) = 2018 population estimate
- 3) (2018 pop.) – (2017 pop.) = 2018 pop. growth estimate
- 4) (2018 pop. growth) ÷ (2.54 pop./unit) = **Number of 2018 allocations**

2016 Population:

55,182

2016 Res. Permits Issued:

194

At 3.0% growth rate:

- 1) 55,182 + 493 = 55,675
- 2) 55,675 x 1.03 (3.0%) = 57,345
- 3) 57,345 - 55,675 = 1,670 persons
- 4) 1,670 / 2.54 = **658 allocations**

Subsequent Years

2019	677 at 3%
2020	698 at 3%
2021	719 at 3%

At 2.5% growth rate:

- 1) 55,182 + 493 = 55,675
- 2) 55,675 x 1.025 (2.5%) = 57,067
- 3) 57,067 - 55,675 = 1,392 persons
- 4) 1,392 / 2.54 = **548 allocations**

Subsequent Years

2019	562 at 2.5%
2020	576 at 2.5%
2021	590 at 2.5%

At 2.0% growth rate:

- 1) 55,182 + 493 = 55,675
- 2) 55,675 x 1.02 (2.0%) = 56,788
- 3) 56,788 - 55,675 = 1,113 persons
- 4) 1,113 / 2.54 = **438 allocations**

Subsequent Years

2019	447 at 2%
2020	456 at 2%
2021	465 at 2%