

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
PLANNING COMMISSION**

Day: Wednesday
Date: June 27, 2018
Time: Beginning at 5:00 pm
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

AGENDA

A. Roll Call, Determination of a Quorum and Pledge of Allegiance

B. Public Comment**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Planning Commission, including any matter that is not specifically included on the agenda as an action item.

C. For Possible Action: Approval of the Minutes – May 30, 2018

D. Modification of Agenda

Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

E. Public Hearing Matters

E.1 SUP-18-082* For Possible Action: To consider a request for a Special Use Permit to create an outdoor interactive space to include fencing, ground cover and interactive play and display features in front of the Children’s Museum on property zoned Public Community, and located at 813 N Carson Street, APN 002-164-01.

Summary: The subject property houses the Children’s Museum. The applicant is seeking to make improvements in front of the building to create an interactive and inviting space for visitors. As the property is zoned Public Community, the proposed improvements are subject to a Special Use Permit.

E.2 SUP-18-083* For Possible Action: To consider a request for a Special Use Permit for a 11,407 square feet expansion to Fremont Elementary School on property zoned Public, located at 1511 Fire Box Road, APN 010-041-30.

Summary: The proposed improvements will expand each of the three wings in the rear of the building, resulting in 8 additional classrooms, restrooms, a mechanical room, storage rooms, and offices. The three building wings are proposed to be connected with a covered walkway. As the property is zoned Public, the proposed improvements are subject to a Special Use Permit.

E.3 SUP-18-084* For Possible Action: To consider a request for a Special Use Permit for a 12,580 square feet expansion to Mark Twain Elementary School on property zoned Public, located at 2111 Carriage Crest Drive, APN 002-101-46.

Summary: The proposed improvements will expand each of the three wings in the rear of the building, resulting in seven classrooms, intervention rooms, restrooms, a mechanical room, and storage rooms. Three existing modular classrooms will be removed. The three building wings are proposed to be connected with a covered walkway. As the property is zoned Public, the proposed improvements are subject to a Special Use Permit.

E.4 ZMA-18-085 For Possible Action: To continue to the meeting of July 25, 2018, a request for a Zoning Map Amendment to change the effective date of a zoning map amendment from Agriculture to a mix of Single Family 6000, General Commercial, Multi-Family Apartment, and Multi-Family Duplex to become effective upon the transfer of ownership of the sale of property from the Myers Family Exempt Trust. The property is located at 2200 East Fifth Street, APNs 010-041-38, 010-041-52, and 010-041-071.

Summary: On April 7, 2016, the Board of Supervisors approved Ordinance 2016-6, approving an amendment to the zoning map on the subject properties with an effective date of the transfer of ownership from MTK Properties LLC, Arraiz Family Trust, and Tom and Martha Keating Family Trust. The applicant is seeking to purchase the subject property, and is seeking to modify the effective date of the zoning map amendment to become effective upon the transfer of the property from the Myers Family Exempt Trust.

E.5 ZCA-18-090 For Possible Action: To make a recommendation to the Board of Supervisors regarding an ordinance amending Title 18 (Zoning), Appendix A (Development Standards), Division 4 (Signs), Section 4.4 (Administration) of the Carson City Municipal Code to amend regulations related to temporary banners, flags, a-frame signs and other temporary sign devices, and to modify the definition of “frontage of building” to make the method of measurement of allowable sign area consistent between shopping centers and other commercial uses; and providing other matters properly related thereto.

Summary: The Board of Supervisors provided general direction to staff on May 17, 2018, regarding possible changes to regulations pertaining to the use of temporary banners, flags, and A-frame sign for commercial advertising. Currently, banners and freestanding flags are permitted for up to 30 days in any 90-day period, and A-frame signs are prohibited except within the downtown area. Changes may include clarifying times for using banners, restrictions related to “feather flags,” and allowing A-frame signs adjacent to all businesses. Also, the definition of “frontage of building” is being modified to create consistency in the way permitted sign area is measured for commercial uses on various properties.

E.6 ZCA-18-091 For Possible Action: To make a recommendation to the Board of Supervisors regarding an ordinance amending Title 18 (Zoning), Chapter 18.03 (Definitions) of the Carson City Municipal Code to amend the definition of “guest building”; and amending Title 18 (Zoning), Appendix A (Development Standards), Division 1 (Land Use And Site Design), Section 1.4 (Guest Building Development) of the Carson City Municipal Code to delete the restriction limiting the occupancy of a guest building to family members and non-paying guests, and providing other matters properly related thereto.

Summary: A “guest building” is a secondary residential unit on a residential property. Guest buildings are permitted on residential properties subject to certain requirements, including limitations on size. Current regulations limit the use of guest buildings to the primary resident’s family members and non-paying guests. The proposed amendment would eliminate the limitation on who may occupy a guest building and, therefore, allow an accessory dwelling unit to be occupied by non-family members.

**Agenda items with an asterisk (*) indicate that final action will be taken unless appealed or otherwise announced. The Planning Commission’s “ACTION” may include either approval, approval with conditions, denial, continuance, or tabling of an item.*

Appeal of a Commission item: An appeal must be submitted to the Planning Division within 10 days for the Commission’s action. In order to be part of the administrative record regarding an appeal of an item on the agenda, you must present your comments at the podium or have previously sent correspondence to the Planning Division or have spoken to staff regarding an item on this agenda. For information regarding an appeal of a Commission decision, please contact Lee Plemel, Community Development Director, at 775-887-2180, via e-mail at lplemel@carson.org, or via fax at 775-887-2278.

F. Staff Reports (non-action items)

- F.1**
- Director's report to the Commission. (Lee Plemel)
 - Future agenda items.
 - Commissioner reports/comments.

G. Public Comment**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Planning Commission including any matter that is not specifically included on the agenda as an action item.

H. For Possible Action: Adjournment

*** PUBLIC COMMENT: The Commission will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is Carson City’s aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body’s consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the Chair during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. Comments may be limited to **three minutes** per person or topic at the discretion of the Chair in order to facilitate the meeting.*

For Further Information

If you would like more information about an agenda item listed above, please contact the staff member listed at the end of the particular item in which you are interested at 775-887-2180. Contact Lena Reseck at 775-887-2180 or planning@carson.org if you would like copies of supporting materials for an agenda item. Supporting materials for the meeting are available in the Planning Division office

located at 108 E. Proctor Street, Carson City or at www.carson.org/agendas. All written comments to the Planning Commission regarding an item must be submitted to the Planning Division by 4:00 p.m. on the day prior to the Commission's meeting to ensure delivery to the Commission before the meeting.

The Commission is pleased to make reasonable accommodations for members of the public who wish to attend the meeting and need assistance. If special arrangements for the meeting are necessary, please notify the Planning Division in writing at 108 E. Proctor St., Carson City, Nevada 89701, or call 775-887-2180, as soon as possible.

This agenda has been posted at the following locations:

City Hall, 201 North Carson Street
Carson City Library, 900 North Roop Street
Community Center-Sierra Room, 851 East William Street
Community Development Department, 108 E. Proctor Street
Dept. of Public Works, Corporate Yard Facility, 3505 Butti Way
This agenda is also available on the Carson City Website at www.carson.org/agenda
State Website - <https://notice.nv.gov>