



## STAFF REPORT

**Report To:** Board of Supervisors **Meeting Date:** November 7, 2019

**Staff Contact:** Lee Plemel, AICP, Director

**Agenda Title:** For Discussion Only: Discussion only regarding the process to update the Zoning Code (Title 18), the associated Title 18 Development Standards, and Title 17 (Division of Land). (Lee Plemel, lplemel@carson.org)

**Staff Summary:** The Board of Supervisors set a goal in 2019 to review and, where appropriate, amend Title 18 and the Development Standards. Planning staff has begun conducting workshops with the Planning Commission to provide the Commission with information regarding the function and structure of Title 18 and the Development Standards in anticipation of recommending changes to the code. The purpose of this item is to provide an update to the Board of Supervisors on the proposed process to update the code and to hear comments regarding areas of focus for possible amendments to the code.

**Agenda Action:** Other / Presentation **Time Requested:** 30 Minutes

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### **Proposed Motion**

No action; discussion only. The Board of Supervisors may discuss areas of focus for the Planning Commission's review of Title 18 and the Development Standards.

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

Efficient Government

### **Previous Action**

None.

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

The Board of Supervisors set a goal in 2019 to have the Planning Commission review Title 18 and the associated Development Standards for possible amendments. Since City planning staff will be the lead in processing the proposed amendments while continuing to complete other required department functions, it is anticipated that the entire process to update applicable chapters of Title 18 will take at least a couple of years. Therefore, staff is proposing a systematic approach to reviewing and updating all of Title 18, the Development Standards, and Title 17.

To get the process started, Planning Division staff has conducted three workshop sessions with the Planning Commission to review the existing Title 18 provisions in order to prepare for comprehensive discussions on possible code amendments. The Planning Commission has reviewed Chapters 18.02 (Administrative Provisions), 18.03 (Definitions), 18.04 (Use Districts), and 18.05 (General Provisions) at workshops in April, August and September of 2019.

The above-noted chapters provide the basic framework for administering the zoning regulations. There are numerous other chapters of Title 18 that apply to certain types of development, as well as an entire chapter and

subsections of development standards. Refer to the attached tables of contents from Title 18 and the Development Standards to see the complete list of sections and topics related to Title 18.

With the basic understanding of the zoning framework provided, staff would like direction from the Board of Supervisors in order to tackle a complete review of Title 18, with recommended amendments, within a reasonable period of time. Staff would like the Board of Supervisors to discuss their priorities in reviewing and updating Title 18 and the Development Standards.

For the Board of Supervisors' consideration, staff is proposing the following process for reviewing and updating Title 18 and the Development Standards:

1. Review Chapters 18.02, 18.03, 18.04 and 18.05 with the Planning Commission (completed).
2. Review the Development Standards Division 1 (Land Use and Site Design) with the Planning Commission.
3. Staff prepares draft amendments for the above code sections based on staff recommendations and Planning Commission discussion.
4. Conduct public outreach and workshops regarding proposed amendments to these chapters.
5. Draft ordinances for these chapters for Planning Commission and Board of Supervisors adoption.
6. Repeat the process for:
  - a. Other chapters needing conforming changes based on amendments to the initial chapters.
  - b. Development Standards Division 2 (Parking and Loading), Division 3 (Landscaping), and Division 4 (Signs)
  - c. Remaining Title 18 chapters and Development Standards Divisions, as needed.

The Board of Supervisors may discuss modifications to this approach based upon different priorities for reviewing various code provisions.

In addition to Title 18, Title 17 contains the procedural standards related to various types of subdivisions of land, e.g. Parcel Maps, Tentative Maps, Planning Unit Developments, etc. Title 17 should be reviewed after appropriate sections of Title 18 are addressed.

If you have any questions regarding this item, contact Lee Plemel at 283-7075 or lplemel@carson.org.

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

CCMC 18.02.075 (Zoning Code Amendments)

**Financial Information**

**Is there a fiscal impact?** No

**If yes, account name/number:**

**Is it currently budgeted?** No

**Explanation of Fiscal Impact:**

**Alternatives**

1. Provide other direction to Planning staff regarding priorities for code review and updates.

**Attachments:**

[Title 18 Attachment combined TOCs.pdf](#)

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay \_\_\_\_\_  
 2) \_\_\_\_\_ \_\_\_\_\_

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(Vote Recorded By)

## **Chapter 18.02 - ADMINISTRATIVE PROVISIONS**

18.02.005 - Short title.	1
18.02.007 - Power of board of supervisors (hereinafter in Title 18 referred to as "board")—Zoning and planning.	1
18.02.010 - Planning commission.	1
18.02.011 – Meetings; records.	2
18.02.012 – Commission actions; appeal to Board; attendance of Director.	2
18.02.015 - Purpose.	3
18.02.020 - Administration of Title 18.	3
18.02.025 - Jurisdiction, interpretation and application.	3
18.02.030 - Enforcement.	5
18.02.035 - Commission/board applications.	5
18.02.040 - Application limitations.	6
18.02.045 - Notice of commission hearings.	6
18.02.050 - Review.	8
18.02.052 - Hearing examiners.	8
18.02.055 - Fees and service charges.	9
18.02.060 - Appeals.	12
18.02.065 - Administrative abandonment of public utility, easements.	13
18.02.070 - Master Plan.	13
18.02.075 - Zoning map amendments and zoning code amendments.	19
18.02.080 - Special use permit (conditional uses).	20
18.02.085 - Variances.	22
18.02.090 - Revocation or reexamination of variance or special use permit.	25
18.02.095 - Show cause procedure of variance or special use permit.	25
18.02.100 - Major project review (MPR).	27
18.02.105 - Standard conditions of approval.	27
18.02.110 - Administrative permits.	32
18.02.115 - Temporary use permits.	33
18.02.120 - Moratorium.	36
18.02.130 – Reasonable accommodation.	38

## **Chapter 18.03 - DEFINITIONS**

18.03.005 - Definitions generally.	1
18.03.010 - Words and terms defined.	1

## **Chapter 18.04 - USE DISTRICTS**

18.04.005 - Applicability.	1
18.04.010 - Districts established.	1
18.04.015 - Adoption of districts.	3
18.04.020 - Determination of districts.	3
18.04.025 - Determination of uses.	4
18.04.030 - Nonconforming Uses.	4
18.04.035 - Purpose of zoning districts and permitted uses.	5
18.04.040 - Single-family 5 acre (SF5A).	5
18.04.045 - Single-family 2 Acre (SF2A), 1 Acre (SF1A) and 21,000 (SF21) residential districts purpose.	6
18.04.050 - Single-family 2 Acre (SF2A).	6
18.04.055 - Single-family 1 Acre (SF1A).	7

18.04.060 - Single-family 21,000 (SF21).	8
18.04.065 - Single-family 6,000 (SF6) and 12,000 (SF12) residential districts purpose.	8
18.04.070 - Single-family 12,000 (SF12).	9
18.04.075 - Single-family 6,000 (SF6).	9
18.04.080 - Mobilehome 6,000 (MH6), 12,000 (MH12) and 1 acre (MH1A) residential districts purpose.	10
18.04.081 - Manufactured or mobilehomes authorized.	10
18.04.085 - Mobilehome 6,000 (MH6) and 12,000 (MH12) residential districts.	11
18.04.090 - Mobilehome 1 Acre (MH1A) residential district.	11
18.04.095 - Mobilehome park (MHP).	12
18.04.100 - Multifamily duplex (MFD) residential district.	15
18.04.105 - Multifamily apartment (MFA) residential district.	16
18.04.110 - Residential office (RO).	16
18.04.115 - General office (GO).	17
18.04.120 - Neighborhood business (NB).	18
18.04.125 - Downtown mixed-use (DT-MU).	21
18.04.130 - Retail commercial (RC).	25
18.04.135 - General commercial (GC).	29
18.04.140 - Tourist commercial (TC).	32
18.04.145 - Limited industrial (LI).	34
18.04.150 - General industrial (GI).	35
18.04.152 - General Industrial Airport (GIA).	40
18.04.155 - Air industrial park (AIP).	43
18.04.160 - Agriculture (A).	44
18.04.165 - Conservation reserve (CR).	45
18.04.170 - Public (P).	46
18.04.175 - Public neighborhood (PN).	47
18.04.180 - Public community (PC).	48
18.04.185 - Public regional (PR).	49
18.04.190 - Residential districts intensity and dimensional standards.	52
18.04.195 - Non-residential districts intensity and dimensional standards.	55
<b>Chapter 18.05 - GENERAL PROVISIONS</b>	
18.05.005 - Applicability.	1
18.05.010 - Parking.	1
18.05.015 - Trash, refuse and recycled material storage.	1
18.05.020 - Landscaping.	1
18.05.025 - Temporary construction containers.	1
18.05.030 - Trailers, mobilehomes, recreational vehicles, commercial coaches and storage containers.	2
18.05.035 - Watchman's quarters.	4
18.05.040 - Heliports.	5
18.05.045 - Home occupation.	5
18.05.050 - Accessory farm structures.	6
18.05.055 - Accessory structures.	6
18.05.060 - Accessory use.	8
18.05.065 - Uses required to be within a structure.	8
18.05.075 - Manufactured home installation within a single-family zoning district.	8

18.05.080 - Private use wind energy conversion systems.	9
<b>Chapter 18.06 - HISTORIC DISTRICT</b>	
18.06.005 - Title.	1
18.06.010 - Purpose/applicability.	1
18.06.015 - Procedure for proposed project.	1
18.06.020 - Historic resources commission (HRC).	1
18.06.025 - Qualifications of membership.	1
18.06.030 - Duties of the HRC.	2
18.06.035 - Historic designation criteria.	3
18.06.040 - Historic designation—Procedure.	3
18.06.045 - Historic place or district—Regulations.	4
18.06.050 - Application requirements.	4
18.06.055 - Review procedures.	4
18.06.060 - Standards of review.	5
18.06.065 - Grounds for HRC action.	5
18.06.070 - Appeals of HRC action.	5
18.06.075 - Demolition of historic place or cultural resource in historic district.	6
18.06.080 - Application limitations.	6
18.06.085 - Avoiding demolition through owner neglect.	7
18.06.090 - Minimum maintenance of historic properties.	7
18.06.095 - HRC standards.	8
18.06.100 - Identification of deteriorated structures.	8
18.06.105 - Failure to make repairs.	8
18.06.110 - Enforcement of decision.	9
18.06.115 - Appeal of final decision.	9
18.06.120 - Penalties and remedies.	9
18.06.125 - Expiration of approvals.	9
18.06.130 - Ordinary maintenance and repair.	10
18.06.135 - Signs.	10
18.06.140 - Lighting.	10
18.06.145 - Fences.	10
<b>Chapter 18.07 - DOWNTOWN MIXED USE DISTRICT*</b>	
18.07.005 - Title and purpose.	1
18.07.010 - Applicability of chapter.	1
18.07.015 - Exemptions.	1
18.07.020 - Review process.	2
18.07.025 - Conditional use criteria.	2
18.07.030 - Requirements for significant structures and structures over 50 years old.	3
18.07.035 - Requirements for improvements in public space.	3
18.07.040 - Appeals.	3
<b>Chapter 18.08 - HILLSIDE DEVELOPMENT</b>	
18.08.005 - Purpose and scope/applicability.	1
18.08.010 - Hillside development manual.	1
18.08.015 - Skyline area map.	2
18.08.020 - Engineering reports, mapping, grading plans and standards required.	2
18.08.025 - Setback variances.	3
18.08.030 - Special use permit required.	3

## **Chapter 18.09 - RECREATIONAL VEHICLE PARKS**

18.09.010 - Purpose.	1
18.09.020 - Conflicting regulations.	1
18.09.030 - Definitions.	1
18.09.040 - Major project review/special permit/final plan approval.	2
18.09.050 - Recreational vehicle park requirements.	4
18.09.060 - Water system.	6
18.09.070 - Sewage disposal.	6
18.09.080 - Electrical system.	7
18.09.090 - Accessory buildings and service facilities.	7
18.09.100 - Refuse storage and insect control.	8
18.09.110 - Fuel supply and storage.	9
18.09.120 - Fire protection standards.	9
18.09.130 - General regulations.	9
18.09.140 - Zoning requirements.	10
18.09.150 - Violations.	10
18.09.160 - Enforcement.	10
18.09.170 - Severability.	10

## **Chapter 18.10 - GROUP CARE FACILITIES**

18.10.005 - Title.	1
18.10.010 - Purpose/applicability.	1
18.10.015 - Special use permit.	1
18.10.020 - Proximity.	1

## **Chapter 18.11 - CHILD CARE FACILITIES**

18.11.005 - Title.	1
18.11.010 - Purpose/applicability.	1
18.11.015 - Special use permit.	1

## **Chapter 18.12 - GROWTH MANAGEMENT**

18.12.005 - Short title.	1
18.12.010 - Application of chapter.	1
18.12.015 - Purpose.	1
18.12.020 - Effect upon previously issued allotments.	2
18.12.025 - Growth management commission.	2
18.12.030 - Duties.	3
18.12.035 - Establishing residential building permits.	3
18.12.040 - Building permit categories.	3
18.12.045 - Project list qualifications, procedures, additions, removals.	4
18.12.050 - Applicability of this chapter to property in the highway 395 right-of-way.	4
18.12.055 - Obtaining a building permit.	5
18.12.060 - Effect of purchase of an entitlement certificate.	7
18.12.065 - Administration.	7
18.12.070 - Commercial and industrial permits.	7
18.12.075 - Exceptions.	8
18.12.080 - Effect of building permits resolution.	8
18.12.085 - Unsold building permits/entitlements.	8
18.12.090 - Transfer of entitlement certificates.	8
18.12.095 - Prohibitions and penalties.	9

**Chapter 18.13 - BED AND BREAKFAST INNS**

18.13.005 - Title. 1  
18.13.010 - Purpose/applicability. 1  
18.13.015 - Findings. 1  
18.13.020 - Special use permit. 2  
18.13.025 - Bed and breakfast inns within historic district. 2

**Chapter 18.14 - EXTRACTION OPERATIONS**

18.14.005 - Title. 1  
18.14.010 - Purpose. 1  
18.14.015 - Applicability. 1  
18.14.020 - Procedures. 1  
18.14.025 - Submittal requirements. 2  
18.14.030 - Temporary on-site aggregate facilities/production. 2  
18.14.035 - Findings. 3  
18.14.040 - Periodic review of conditions. 3

**Chapter 18.15 - COMMUNICATION FACILITIES AND EQUIPMENT**

18.15.005 - Title. 1  
18.15.010 - Purpose and intent. 1  
18.15.015 - Applicability. 1  
18.15.020 - Exemptions. 1  
18.15.025 - Procedures. 2  
18.15.030 - Wireless telecommunication facilities and equipment. 2

**Chapter 18.16 - DEVELOPMENT STANDARDS**

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# **Title 18 Appendix – CARSON CITY DEVELOPMENT STANDARDS**

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### **Division 12 - Transportation**

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12.12	Sidewalks, Curb and Gutter, Driveway Approaches, Curb-Cuts, Alleys and Bikeways	D12-16
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