

**MINUTES**  
**Regular Meeting**  
**Carson City Planning Commission**  
**Wednesday, September 25, 2019 ● 5:00 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Commission Members**

<b>Chair – Mark Sattler</b>	<b>Vice Chair – Charles Borders, Jr.</b>
<b>Commissioner – Alex Dawers</b>	<b>Commissioner – Paul Esswein</b>
<b>Commissioner – Teri Preston</b>	<b>Commissioner – Hope Tingle</b>
<b>Commissioner – Jay Wiggins</b>	

**Staff**

Lee Plemel, Community Development Director  
Hope Sullivan, Planning Manager  
Ben Johnson, Deputy District Attorney  
Steven Pott y, Engineering Project Manager  
Heather Ferris, Associate Planner  
Tamar Warren, Deputy Clerk

**NOTE:** A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and are available for review during regular business hours.

An audio recording of this meeting is available on [www.Carson.org/minutes](http://www.Carson.org/minutes).

**A. ROLL CALL, DETERMINATION OF QUORUM, AND PLEDGE OF ALLEGIANCE**

(5:04:45) – Chairperson Sattler called the meeting to order at 5:04 p.m. Roll was called. A quorum was present. Commissioner Tingle led the Pledge of Allegiance.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Mark Sattler	Present	
Vice Chair Charles Borders, Jr.	Present	
Commissioner Alex Dawers	Present	
Commissioner Paul Esswein	Present	
Commissioner Teri Preston	Present	
Commissioner Hope Tingle	Present	
Commissioner Jay Wiggins	Present	

**B. PUBLIC COMMENTS**

(5:03:35) – Chairperson Sattler entertained public comments; however, none were forthcoming.

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES – August 28, 2019.**

(5:05:57) – Chairperson Sattler entertained comments or changes. Commissioner Dawers noted that his name was missing from the vote boxes.

**(5:07:14) – MOTION: I move to approve the minutes of the August 28, 2019 [Planning Commission] meeting as corrected.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Borders
<b>SECONDER:</b>	Tingle
<b>AYES:</b>	Sattler, Borders, Dawers, Esswein, Preston, Tingle, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**D. MODIFICATION OF AGENDA**

(5:07:42) – Mr. Plemel noted that item F-3 would be skipped since no minutes were included in the agenda packets.

**E. PUBLIC HEARING MATTERS**

**E.1 SUP-19-138 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR A SPECIAL USE PERMIT TO ESTABLISH A BAR USE (SERVING ALCOHOL) ON PROPERTY ZONED RETAIL COMMERCIAL, LOCATED WITHIN THE CARSON MALL SHOPPING CENTER AT 1313 SOUTH CARSON STREET, APN 004-011-01.**

(5:08:21) – Chairperson Sattler introduced the item. Ms. Sullivan presented the Staff Report which is incorporated into the record, and recommended approval since Staff was able to make the seven findings of fact in the affirmative. However, she noted that clarifying language had been used to modify Conditions of Approval 6 and 7 which should be noted in the motion, should the Commission approve the item. Ms. Sullivan also introduced Chad Christensen, representing Carson Mall, and responded to clarifying questions.

(5:11:34) – Mr. Christensen introduced himself as the Regional Manager for Real Estate with the Carrington Company and explained to Vice Chair Borders that he was representing the lessee since they were working in coordination with each other. Mr. Plemel clarified that Special Use Permits “stay with the property”. Vice Chair Borders noted that “the mall was on the hook for improvements to the street” and Mr. Christensen agreed. Chairperson Sattler received confirmation from Ms. Sullivan that “the conditions of approval call out that [the Special Use Permit] has to be consistent with the application that’s before you”. Mr. Christensen also acknowledged agreement to the conditions of approval as modified and incorporated into the Staff Report. Chairperson Sattler entertained public comments; however, none were forthcoming.

**(5:07:14) – MOTION: I move to approve SUP-19-138 based on the findings and subject to the conditions of approval contained in the staff report as revised for conditions 6 and 7.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Borders
<b>SECONDER:</b>	Dawers
<b>AYES:</b>	Sattler, Borders, Dawers, Esswein, Preston, Tingle, Wiggins
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**E.2 TPUD-19-142 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A TENTATIVE COMMERCIAL PLANNED UNIT DEVELOPMENT THAT WOULD CREATE 227 RV LOTS FOR SALE ON PROPERTY ZONED TOURIST COMMERCIAL, LOCATED AT 1400 OLD HOT SPRINGS ROAD, APN 008-123-40.**

(5:14:39) – Chairperson Sattler introduced the item. Ms. Ferris gave background and presented the Staff Report, with accompanying maps and reports, and addressed two area resident letters opposing the RV Park, all of which are incorporated into the record. She also noted that applicant representative Rachael Kryder was present in the audience and responded to clarifying questions. Commissioner Dawers was informed that the RV lot owners would be subject to Homeowners Association (HOA) requirements and that the unit renters would be able to stay for a maximum of 180 days as well. Vice Chair Borders suggested using more generic terms in Condition six and not naming internet or phone service providers. He also inquired about the completion timeframe for the amenities.

(5:28:28) – Ms. Kryder introduced herself and explained that the primary green section on the map was the golf course in the center of the property, which will be completed in Phase I. Discussion ensued regarding trash bin locations and Ms. Kryder explained that management would pick up trash from each individual unit and consolidate it in the trash bins. She also noted that 24-hour staff would be present at the park; however, no manager will reside on site. Developer Randal Henderson introduced himself and informed Commissioner Preston that he had developed several condominium RV resorts and believed the upcoming “destination resort” was well suited for that purpose, especially by allowing the motor home owners to bring along a vehicle.

(5:46:50) – Commissioner Tingle was informed that the background (existing traffic for that model year) traffic information was only for the subject property to which the projected trip distribution is added. Transportation Manager Lucia Maloney added that the background traffic had been compared to the “regional travel demand model” and had found the estimates “roughly equivalent”. She also explained that the traffic impact studies are normally performed by a traffic engineering firm. Commissioner Preston requested amending the Covenants, Conditions, and Restrictions (CC&R) to specifically reflect RV resorts and pointed out several sections that were not relevant to the property, suggesting a legal review as well. Mr. Pottéy pointed out that the decrease in units from 275 to 227 would result in reduced water and sewer usage.

(5:56:23) – Ms. Kryder noted that they were in agreement with the conditions of approval; however, they wished to further discuss two of the conditions. She also reviewed a presentation, incorporated into the record, and responded to clarifying questions, adding that any improvements would be subject to appropriate building permits. Ms. Kryder explained that the CC&Rs will require approval from the District Attorney’s Office prior to the final map. Discussion ensued regarding the garbage trucks and the possible damage to the streets and regarding the utilities being connected to the master meters. Ms. Ferris explained that the small lot sizes were requested via the Planned Unit Development (PUD) and clarified for Commissioner Dawers that the coach houses may be used as storage for personal items such as patio furniture. Commissioner Preston was informed that the individual lot owners would be responsible for maintaining their landscaping, and she expressed concern regarding water usage. Ms. Kryder explained that the water use was taken into consideration in the growth management plan and that lot owners would be responsible for their own property tax. Chairperson Sattler entertained public comment.

(6:30:31) – Tammy Lubich introduced herself as the neighbor to the west and requested confirmation that the occupants would vacate the place after their 180-day stay, and would be out for 30 days. She also expressed concern that grass would bring birds which would create safety issues at the Carson City Airport.

(6:32:48) – Ms. Ferris noted that Condition 49 of the Staff Report was the one requested by the Board of Supervisors which stated: *“Owner and/or guest stays may be no longer than 180 days continuously. Owners and/or guests must vacate the park, remove all personal property, and be unregistered for a period of 30 days prior to being able to return. For the purposes of this requirement, a 180 day stay is considered to be continuous unless the tenant vacates the premises for a minimum of 30 days in aggregate during that period.”* Ms. Ferris also responded to the Airport safety concerns noting that Staff had incorporated the conditions brought forth by the Airport Manager. She noted that the 180-day stay was “still considered transient in our code”. Ms. Kryder explained that the putting green would not look like a miniature golf area, adding that they would have “no marshy areas that would attract birds”.

(6:35:25) – Karen Bowman introduced herself and suggested moving “the trash collection area to Hot Springs Road” for easier access.

(6:36:04) – Ms. Kryder explained that the trash collection would be located in the rear of the property to avoid having dumpsters near the sales office and to impact as few lots as possible.

(6:36:45) – Commissioner Tingle received confirmation that the RV had to physically move to follow the 180-day rule and she requested clarifying language to ensure clarity. Discussion ensued regarding the RV being considered private property.

(6:38:58) – Ms. Kryder also discussed condition 39 and explained that the owner had proposed that rental guests sign in and acknowledge the Airport noise and the property’s proximity to it.

(6:39:59) – Carson City Airport Manager Ken Moen agreed to having the guests sign in, acknowledging proximity to the Airport and to aircraft noise. Ms. Ferris recommended not having a sign stating the same; however, Commissioner Dawers was in favor of the additional signs. Discussion ensued regarding the dumpster location and Ms. Ferris proposed the following modification to Condition 32: *“Access onto Holly Way shall be limited to emergency access and trash pick-up only.”* Ms. Maloney requested having the Holly Way apron at full width to accommodate the trash trucks going in or out.

(6:52:42) – Bill Bowman introduced himself as an Arrowhead Drive resident and wished to understand whether two lots can be purchased in order to bypass vacating the property after 180 days. Chairperson Sattler noted that the RV would have to “leave the premises for 30 days”. Mr. Bowman also requested having a screened portion of the north fence. Ms. Kryder noted that the fence would be chain link, as requested by the Parks and Recreation Department, and would be 60 feet away from the closest residence. Ms. Ferris added that a landscape buffer has been requested in the conditions of approval as well. Ms. Lubich cautioned that Holly Way was not plowed during the snow season. Commissioner Dawers was informed that a landscape plan would have to be approved when obtaining a Site Improvement Permit. Commissioner Esswein suggested clarifying that the lot owners must vacate the “RV Park” instead of using the term “premises”. Commissioner Preston wished to correct the street

name from Hobo Hot Springs to Old Hot Springs [Road]. Chairperson Sattler entertained additional comments, and when none were forthcoming, a motion.

**(6:57:11) – MOTION: I move to recommend to the Board of Supervisors approval of a Tentative Planned Unit Development TPUD-19-142, based on the findings and subject to the conditions of approval contained in the staff report as modified by Staff’s memo of [September 25, 2019] and the corrections that were made this evening.**

(6:57:41) – Ms. Ferris summarized the modifications as follows:

- Delete Conditions 15 and 25
- Modify Condition 22 as outlined in Staff’s September 25, 2019 memo
- Delete Condition 23 as outlined in Staff’s September 25, 2019 memo
- Modify Condition 28 as outlined in Staff’s September 25, 2019 memo
- Modify Condition 32 to read:
  - Access onto Holly Way shall be limited to emergency access and trash pick-up only. Access shall be limited by a gate or other means to allow only for emergency and trash truck ingress/egress. Holly Way shall not be used for construction traffic. Access shall be wide enough to accommodate turning movements.
- Modify Condition 33 as outlined in Staff’s September 25, 2019 memo
- Modify Condition 40 as outlined in Staff’s September 25, 2019 memo
- Modify Condition 49 to read:
  - Owner and/or guest stays may be no longer than 180 days continuously. Owners and/or guests must vacate the park, remove all personal property (unless stored in the coach house), and be unregistered for a period of 30 days prior to being able to return. For the purposes of this requirement, a 180 day stay is considered to be continuous unless the tenant vacates the RV Park for a minimum of 30 days in aggregate during that period.

<b>RESULT:</b>	<b>APPROVED (6-1-0)</b>
<b>MOVER:</b>	Borders
<b>SECONDER:</b>	Dawers
<b>AYES:</b>	Sattler, Borders, Dawers, Esswein, Preston, Wiggins
<b>NAYS:</b>	Tingle
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

(6:58:38) – Commissioner Tingle explained that she had voted against the motion because the Airport flight path issue had not been sufficiently addressed and that the traffic study had not sufficiently addressed the impact to those currently using Research Way, Hot Springs Road, and adjacent roads.

**F. RECESS AS THE PLANNING COMMISSION**

(6:59:47) – Chairperson Sattler recessed the Planning Commission.

**GROWTH MANAGEMENT COMMISSION AGENDA**

**F.1 CALL TO ORDER, ROLL CALL AND DETERMINATION OF A QUORUM**

(7:06:30) – Chairperson Sattler called the Growth Management Commission to order and noted that a quorum of all seven members were present. He also noted that the comments from the Planning Commission meeting will be relevant for the Growth Management Commission meeting as well, unless new information would be presented.

**F.2 PUBLIC COMMENT**

(7:07:12) – Chairperson Sattler entertained public comments; however none were forthcoming.

**F.3 FOR POSSIBLE ACTION: APPROVAL OF THE MINUTES – JUNE 26, 2019**

(7:07:29) – Chairperson Sattler noted that the June 26, 2019 meeting minutes will be addressed at the next meeting.

**F.4 PUBLIC HEARING MATTERS**

**F.4(A) GM-19-141 – FOR POSSIBLE ACTION: DISCUSSION AND POSSIBLE ACTION TO CONSIDER A REQUEST FOR A GROWTH MANAGEMENT APPROVAL TO ALLOW FOR A DAILY WATER USAGE ABOVE 15,000 GALLONS PER DAY FOR A TENTATIVE COMMERCIAL PLANNED UNIT DEVELOPMENT FOR A RECREATIONAL VEHICLE RESORT FACILITY, ON PROPERTY ZONED TOURIST COMMERCIAL (TC), LOCATED AT 1400 OLD HOT SPRINGS ROAD, APN 008-123-40.**

(7:07:34) – Chairperson Sattler introduced the item. Ms. Ferris gave background and noted that Carson City has established a threshold for average daily water usage for commercial and industrial projects of 15,000 gallons of water per day, above which applicants are required to obtain approval from the Growth Management Commission prior to the issuance of a building permit. She explained that the expected average daily water usage for this project would be approximately 33,793 gallons.

(7:09:12) – Mr. Pottéy indicated that the project would utilize approximately 1.1% of the City’s current available water; therefore, Development Engineering did not object to the request. He also clarified for Commissioner Dawers that any size project requesting more than 15,000 gallons of water per day would require the approval of the Growth Management Commission. Vice Chair Borders expressed concern regarding the watering of the individually landscaped lots. Discussion ensued regarding irrigation and swimming pool water usage and Ms. Kryder clarified that they intended to run a separate line and meter for the common area irrigation and that the swimming pool would be a traditional one similar to other RV resorts. Chairperson Sattler entertained public comments; however, none were forthcoming. Commissioner Dawers wished to add a review of the water usage. Mr. Pottéy explained that each year, the Growth Management Commission reviews the water usage and the upcoming projects and Mr. Plemel noted that this was an “anticipated amount of water for regular commercial use, given the size of this property”. Commissioner Dawers wished to make a motion.

**(7:24:32) – MOTION: I move to approve GM-19-141 subject to the conditions of approval outlined in the staff report.**

<b>RESULT:</b>	<b>APPROVED (6-1-0)</b>
<b>MOVER:</b>	Dawers
<b>SECONDER:</b>	Sattler
<b>AYES:</b>	Sattler, Borders, Dawers, Esswein, Preston, Wiggins
<b>NAYS:</b>	Tingle
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	None

**F.5 PUBLIC COMMENT**

(7:25:24) – There were no public comments.

**F.6 RECESS AS THE GROWTH MANAGEMENT COMMISSION**

(7:25:48) – Chairperson Sattler adjourned the Growth Management Commission.

**PLANNING COMMISSION AGENDA**

**G. RECONVENE AS THE PLANNING COMMISSION**

**G.1 STAFF REPORT: FOR DISCUSSION ONLY: PRESENTATION AND DISCUSSION ONLY REGARDING BILLS ADOPTED BY THE 2019 NEVADA LEGISLATURE REGARDING PLANNING AND COMMUNITY DEVELOPMENT ISSUES.**

(7:26:00) – Chairperson Sattler reconvened the Planning Commission meeting and introduced the item. Mr. Plemel presented the Staff Report and reviewed a summary of bills passed in the 2019 Legislative Session, all of which are incorporated into the record. He also responded to clarifying questions.

**F. STAFF REPORTS (NON-ACTION ITEMS)**

**F.1 DIRECTOR'S REPORT TO THE COMMISSION**

(7:32:09) – Mr. Plemel noted that the Board of Supervisors had approved the Schulz Ranch final subdivision map in its September 5, 2019 meeting. Ms. Sullivan added that the Board had also approved two abandonments, the Little Lane three-story development based on the recommendations from the Planning Commission, a tentative map of condominiums, and the fifth phase of the Schulz Ranch development, subject to the Planning Commission’s recommendations. Mr. Plemel reminded the Commission that the Municipal Code workshop would be held on September 26, 2019 [at 3 p.m.] in the Community Development Building and noted that Title 18 updates will be presented to the Board of Supervisors in their next meeting to receive feedback.

**FUTURE AGENDA ITEMS**

(7:36:49) – Mr. Plemel stated that five Special Use Permits, a tentative subdivision map, and an abandonment will be agendized for the October Planning Commission meeting. He also gave an update on upcoming Major Project Reviews and several other project reviews.

**COMMISSIONER REPORTS/COMMENTS**

(7:41:25) – There were no Commissioner reports.

**G. PUBLIC COMMENT**

(7:41:35) – There were no public comments.

**H. FOR POSSIBLE ACTION: FOR ADJOURNMENT**

**(7:41:50) – MOTION: Chairperson Sattler adjourned the meeting at 7:41 p.m.**

The Minutes of the, September 25, 2019 Carson City Planning Commission meeting are so approved this 19<sup>th</sup> day of November, 2019.