



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** March 18, 2021

Staff Contact: Nancy Paulson, City Manager

Agenda Title: For Possible Action: Discussion and possible action regarding: (1) a proposed resolution creating the Subcommittee for the Review of Carson City Zoning and Development Standards ("Zoning Subcommittee"); and (2) the appointment of a Supervisor from the Board of Supervisors ("Board") to the Zoning Committee pursuant to the resolution. (Nancy Paulson, npaulson@carson.org)

Staff Summary: This proposed resolution, if adopted by the Board, would create an advisory body for the purpose of: (1) reviewing Title 18 and Title 18 Appendix of the Carson City Municipal Code ("CCMC") and any related laws and regulations governing zoning and development standards in Carson City; and (2) providing to the Planning Commission and the Board recommendations for relevant revisions to CCMC.

Agenda Action: Resolution **Time Requested:** 10 mins

Proposed Motion

I move to approve the resolution and appoint Supervisor _____ to the Zoning Subcommittee.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

As part of its strategic plan, Carson City and its various City staff have been coordinating with the District Attorney's Office to amend CCMC in its entirety over the course of a multiyear review and revision process for technical clarity, organizational consistency, compliance with state or federal law wherever applicable and substantive changes when directed by the Board. A significant component of this process involves the review of Title 18 and Title 18 Appendix of CCMC, which set forth local ordinance provisions regulating zoning and development standards in Carson City. Because of the important nature of land use regulations and the volume and complexity of those CCMC provisions, this proposed resolution is for the purpose of creating an advisory body with the specific task of reviewing local zoning and development standards in a defined forum as a means to better facilitate the legislative process and encourage increased public participation. If adopted, the resolution would create a five-member advisory body, the Zoning Subcommittee, responsible for reviewing the applicable CCMC provisions and providing recommendations for legislative amendments to the Planning Commission and the Board. The Zoning Subcommittee would be subject to the Nevada Open Meeting Law and its membership would consist of the Mayor and one additional Supervisor from the Board, as well as three Commissioners from the Planning Commission.

Applicable Statute, Code, Policy, Rule or Regulation

NRS Chapter 244; art. 2, sec. 2.320 of the Carson City Charter

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted?

Explanation of Fiscal Impact: N/A

Alternatives

1. Modify the resolution.
2. Do not approve the resolution and/or provide alternative direction.

Attachments:

[Resolution_Title 18 Subcommittee.docx](#)

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

RESOLUTION NO. 2021-R-___

A RESOLUTION CREATING THE SUBCOMMITTEE FOR THE REVIEW OF CARSON CITY ZONING AND DEVELOPMENT STANDARDS.

WHEREAS, the Board of Supervisors recognizes the importance of zoning and development standards as critical components of proper land use planning within the Carson City community to enhance the long-term benefits of its residents; and

WHEREAS, to ensure compliance with applicable state laws and to maintain a cohesive regulatory framework governing land use in Carson City, it is an objective of the Board of Supervisors, the Planning Commission and City staff to review the existing local zoning and development requirements as set forth in Title 18 and Title 18 Appendix of the Carson City Municipal Code for the purpose of identifying ordinance provisions for possible clerical, technical or substantive revisions to promote legislative clarity; and

WHEREAS, in pursuit of this endeavor, it is also an objective of the Board of Supervisors to promote transparency in government and afford to those members of the public whose real property may be directly affected by zoning and development standards a defined forum in which to provide input for consideration before the amendment of existing or adoption of new City policies affecting land use;

NOW, THEREFORE, BE IT RESOLVED that:

1. There is hereby created the **Subcommittee for the Review of Carson City Zoning and Development Standards**, which may also be referred to as the **Zoning Subcommittee**.

2. The Subcommittee consists of:

- (a) The Mayor;
- (b) One member of the Board of Supervisors to be appointed by majority vote of the Board of Supervisors; and
- (c) Three members of the Planning Commission to be appointed by majority vote of the Planning Commission.

3. The first meeting of the Subcommittee will be held at the call of the Mayor. A Chair and Vice Chair of the Subcommittee must be designated by the members of the Subcommittee at its first meeting. The Subcommittee shall thereafter meet at the times and places specified by a call of the Chair. A majority of the Subcommittee constitutes a quorum, and a quorum may exercise any power or authority conferred on the Subcommittee.

4. The Subcommittee shall:

- (a) Review Title 18 and Title 18 Appendix of the Carson City Municipal Code and any other applicable law or regulation for the purpose of recommending to the Planning Commission and the Board of Supervisors amendatory revisions to the Carson City Municipal Code;

(b) Present to the Planning Commission and the Board of Supervisors, at such times it is deemed appropriate by the Subcommittee, recommendations for amendments to Carson City Municipal Code provisions relating to zoning and development standards; and

- (c) Terminate automatically upon the earlier of the date on which:
- (1) 120 days have passed without a meeting of the Subcommittee; or
 - (2) The Board of Supervisors dissolves the Subcommittee.

Upon motion by Supervisor _____, seconded by Supervisor _____, the foregoing Resolution was passed and adopted this __ day of _____, 2021 by the following vote:

VOTES:

AYES: Supervisors _____

NAYS: Supervisors _____

ABSENT: Supervisors _____

Lori Bagwell, Mayor

ATTEST:

Aubrey Rowlett, Clerk-Recorder