



## STAFF REPORT

**Report To:** Board of Supervisors **Meeting Date:** August 19, 2021

**Staff Contact:** Heather Ferris, Planning Manager

**Agenda Title:** For Possible Action: Discussion and possible action regarding a request for a Tentative Subdivision Map (SUB-2021-0215) for a development known as Silver Oak at College Parkway to create 52 lots for attached single family residences on two parcels totaling 3.45 acres, zoned Neighborhood Business Planned Unit Development (NB-P), located at 1147 W College Parkway, APNs 007-462-16 and 007-462-17. (Heather Ferris, hferris@carson.org)

Staff Summary: The applicant is proposing to subdivide 3.45 acres into 52 lots for attached single family residential development, with a lot size of 1,237 square feet. Common open space will be provided throughout the development and each unit will have a private patio and deck area. This application is made in conjunction with LU-2021-0218 and VAR-2021-0232. The Board of Supervisors is authorized to approve a Tentative Subdivision Map, following recommendation from the Planning Commission.

**Agenda Action:** Formal Action / Motion **Time Requested:** 15 minutes

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### **Proposed Motion**

I move to approve the tentative subdivision map as presented.

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

Quality of Life

### **Previous Action**

July 28, 2021: The Planning Commission recommended approval by a vote of 5 – 1, 1 absent, based on the ability to make the required findings in the affirmative and subject to the conditions of approval as modified at the Planning Commission meeting. The conditions of approval recommended by the Planning Commission are included in the attached memo dated August 5, 2021 from staff to the Board of Supervisors.

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

The Board of Supervisors is authorized to approve tentative subdivision maps. The Planning Commission makes a recommendation to the Board. Additional information is contained in the attached memo dated August 5, 2021 and the Planning Commission Staff Report. Please reference supporting documentation attached to the appeal of variance VAR-2021-0232 for additional information.

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

NRS 278.330; CCMC 17.05 (Tentative Maps) and 17.07 (Findings).

### **Financial Information**

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

**Alternatives**

1. Modify the recommended conditions of approval for the request.
2. Deny the application.
3. Refer the application back to the Planning Commission for further consideration.

**Attachments:**

[SUB-2021-0215 BOS memo.doc](#)

**Board Action Taken:**

Motion: \_\_\_\_\_

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

Aye/Nay

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\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)



# Carson City Planning Division

108 E. Proctor Street  
Carson City, Nevada 89701  
(775) 887-2180 – Hearing Impaired: 711  
planning@carson.org  
www.carson.org/planning

## MEMORANDUM

Board of Supervisors Meeting of August 19, 2021

**TO:** Board of Supervisors

**FROM:** Heather Ferris  
Planning Manager

**DATE:** August 5, 2021

**SUBJECT:** For Possible Action: Discussion and possible action regarding a request for a Tentative Subdivision Map (SUB-2021-0215) for a development known as Silver Oak at College Parkway to create 52 lots for attached single family residences on two parcels totaling 3.45 acres, zoned Neighborhood Business Planned Unit Development (NB-P), located at 1147 W College Parkway, APNs 007-462-16 and 007-462-17.

At its meeting of July 28, 2021, the Planning Commission recommended approval of the Tentative Subdivision Map subject to the following conditions of approval. The Planning Commission recommendation differs from the recommendation in the staff report, specifically with respect to Conditions 19 and 27. The Conditions of Approval, as recommended by the Planning Commission are listed below. However, it should be noted, depending on how the Board of Supervisors votes on the related appeal of the Planning Commission's decision on the major variance (VAR-2021-0232) either condition 26b or condition 27 must be removed as the requirements conflict with one another. Additionally, if the Board votes to uphold the Planning Commission's decision regarding the variance, condition 24 should be removed as well.

**The following are conditions of approval required per CCMC 18.02.105.5:**

1. All final maps shall be in substantial accord with the approved tentative map.
2. Prior to submittal of any final map, the development engineering department shall approve all on-site and off-site improvements. The applicant shall provide construction plans to the development engineering department for all required on-site and off-site improvements, prior to any submittals for approval of a final map. The plan must adhere to the recommendations contained in the project soils and geotechnical report.
3. Lots not planned for immediate development shall be left undisturbed and mass grading and clearing of natural vegetation shall not be allowed. Any and all grading shall comply with city standards. A grading permit from the Nevada Division of Environmental Protection shall be obtained prior to any grading. Noncompliance with this provision shall cause a cease-and-desist order to halt all grading work.

4. All lot areas and lot widths shall meet the zoning requirements approved as part of this tentative map with the submittal of any parcel map or preferably final map.
5. With the submittal of any parcel map or preferably final maps, the applicant shall provide evidence to the planning and community development department from the health and fire departments indicating the agencies' concerns or requirements have been satisfied. Said correspondence shall be included in the submittal package for any final maps and shall include approval by the fire department of all hydrant locations.
6. The following note shall be placed on all final maps stating:  
  
*"These parcels are subject to Carson City's growth management ordinance and all property owners shall comply with provisions of said ordinance."*
7. Placement of all utilities, including AT&T Cablevision, shall be underground within the subdivision. Any existing overhead facilities shall be relocated prior to the submittal of final maps.
8. The applicant must sign and return the notice of decision for conditions for approval within 10 days of receipt of notification after the board of supervisors meeting. If the notice of decision is not signed and returned within 10 days, then the item will be rescheduled for the next planning commission meeting for further consideration.
9. Hours of construction will be limited to 7:00 a.m. to 7:00 p.m., Monday through Friday, and 7:00 a.m. to 5:00 p.m. on Saturday and Sunday. If the hours of construction are not adhered to, the Carson City building department will issue a warning for the first violation, and upon a second violation, will have the ability to cause work at the site to cease immediately.
10. The applicant shall adhere to all city standards and requirements for water and sewer systems, grading and drainage, and street improvements.
11. The applicant shall obtain a dust control permit from the Nevada Division of Environmental Protection. The site grading must incorporate proper dust control and erosion control measures.
12. A detailed storm drainage analysis, water system analysis, and sewer system analysis shall be submitted to the development engineering department prior to approval of a final map.
13. Prior to the recordation of the final map for any phase of the project, the improvements associated with the project must either be constructed and approved by Carson City, or the specific performance of said work secured, by providing the city with a proper surety in the amount of 150 percent of the engineer's estimate. In either case, upon acceptance of the improvements by the city, the developer shall provide the city with a proper surety in the amount of 10% of the engineer's estimate to secure the developer's obligation to repair defects in workmanship and materials which appear in the work within 1 year of acceptance by the city.
14. A "will serve" letter from the water and wastewater utilities shall be provided to the Nevada Health Division prior to approval of a final map.

15. The district attorney shall approve any CC&R's prior to recordation of the first final map.

**Other Conditions of Approval:**

16. The internal street shall be privately owned and maintained.
17. The water main must be private, and the line shall be master metered with appropriate backflow preventers.
18. The developer shall install a curb ramp, meeting current ADA standards, at the intersection of College Parkway and Oak Ridge Drive.
19. The developer shall enter into an agreement to pay its pro-rata share of the cost to improve approximately 1,135 feet of 12-inch sewer main which is currently at capacity in College Parkway between Imperial Way and Granite Way. The pro-rate share for this development is 1.6 percent and is not to exceed \$9,600.
20. As part of the site improvement permit, the applicant must provide a landscape plan demonstrating compliance with the Development Standards in Division 3.
21. Carson City is a nationally recognized Bee City USA. As a result, the applicant shall use approximately 50% pollinator friendly plant material for any required landscaping on the project site. A recommended tree and shrub species list has been provided. Any remaining landscape plant material selection must be consistent with the City's approved tree species list or other tree species, as approved by the City.
22. An exhibit demonstrating compliance with the open space requirements (Carson City Development Standards 1.18.6) shall be included in the application for site improvement permit.
23. The applicant is required to incorporate "best management practices" into their construction documents and specifications to reduce the spread of noxious weeds. The Parks, Recreation & Open Space Department is willing to assist the applicant with this aspect of their project as needed.
24. The applicant shall provide the Community Development Department with a deed restriction for recordation at the time the final map is submitted for recordation. The document shall state the following:
  - Variance (VAR-2021-0232) has been approved placing the homes along the south-eastern boundary of the project site within 20 feet closer to the existing park on APN 007-462-13, than is required by Carson City Development Standards 1.18. There may be inconvenience or discomfort, including but not limited to noise, glare, or physical activity, associated with the proximity to such a use.
25. At the time of recordation of the final map, a private Homeowner's Association (HOA) or similar entity must be formed to provide maintenance for all common areas, including the private road, in perpetuity.

26. The Tentative Subdivision Map is only approved if the applicant obtains approval from the Planning Commission for the following concurrent applications:
  - a. LU-2021-0218- A Special Use Permit for a residential use in a non-residential zoning district.
  - b. VAR-2021-0232- A Variance from Division 1.18.4(b) requiring a minimum of a 20-foot setback plus 10 feet for each story above one-story if adjacent to a single-family zoning district.
  
27. The setback requirement along the common property line with the park must be met.