



## STAFF REPORT

**Report To:** Board of Supervisors **Meeting Date:** January 20, 2022

**Staff Contact:** Heather Manzo, Associate Planner

**Agenda Title:** For Possible Action: Discussion and possible action regarding a request for a tentative subdivision map for a common open space development known as East Robinson Street and North Saliman Road – Blackstone Ranch North to create 137 single family residential lots on a ±41.07 acre portion of a ±78.81 acre site within the Lompa Ranch North Specific Plan Area on property zoned Multi-Family Duplex (“MFD”), Multi-Family Apartments (“MFA”), and General Commercial (“GC”), located west of Interstate 580, north and east of Robinson Street, and south of East William Street, APNs 010-041-39 and 010-041-52. (Heather Manzo, HManzo@carson.org)

Staff Summary: The applicant is requesting to subdivide a ±41.07 acre site into 137 single family residential lots with a minimum lot size of 3,500 square feet and a maximum lot size of 6,791 square feet. The proposed subdivision will also include ±5.89 acres of common open space including a clubhouse. The applicant is seeking to subdivide the land as a common open space development per the provisions of Chapter 17.10 of the Carson City Municipal Code (“CCMC”). The Board of Supervisors is authorized to approve a tentative subdivision map following a 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, incorporating the recommended changes to the conditions of approval.

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

Quality of Life

### **Previous Action**

December 15, 2021: The Planning Commission recommended approval by a vote of 5–0, 2 absent, based on the ability to make the required findings in the affirmative and subject to conditions of approval. The conditions of approval recommended by the Planning Commission are included in the attached memo dated December 16, 2021 from staff to the Board of Supervisors.

January 6, 2022: The Board of Supervisors continued this item with direction to staff to address maintenance of private utility infrastructure to ensure long term maintenance of infrastructure is fully addressed for the life of the project.

### **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 January 11, 2022.

**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:**

[LU-2021-0399 - Memo to BOS - 1-20-2022 - HRM.pdf](#)

**Board Action Taken:**

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

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

Aye/Nay

\_\_\_\_\_

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



108 E. Proctor Street  
Carson City, Nevada 89701  
(775) 887-2180  
Hearing Impaired: 711

## MEMORANDUM

Board of Supervisors Meeting – January 20, 2022

**DATE:** January 11, 2022

**TO:** Carson City Board of Supervisors

**FROM:** Heather Manzo, Associate Planner

**SUBJECT:** SUB-2021-0399 For Possible Action: Discussion and possible action regarding a request for a tentative subdivision map for a common open space development known as East Robinson Street and North Saliman Road – Blackstone Ranch North to create 137 single family residential lots on a ±41.07 acre portion of a ±78.81 acre site within the Lompa Ranch North Specific Plan Area on property zoned Multi-Family Duplex (“MFD”), Multi-Family Apartments (“MFA”), and General Commercial (“GC”), located west of Interstate 580, north and east of Robinson Street, and south of East William Street, APNs 010-041-39 and 010-041-52.

At its meeting on December 15, 2021, the Planning Commission recommended approval of the request subject to conditions of approval in the staff report, as modified by a memo to the Commission dated December 14, 2021 which included the deletion of, and modification to, the conditions of approval that were listed in the staff report. The Conditions of Approval, as recommended by the Planning Commission are listed below. Additionally, staff is recommending modifications for clarification to Conditions 14, 20, 21, 22, 32, 33, 37, 38, 43, and 44.

At the January 6, 2022 Board of Supervisors meeting, the Board received a staff presentation and discussed the elements of the request. The Board requested changes to Condition No. 28 to ensure that there was a mechanism in place for the long-term funding of operations and maintenance of private sewer infrastructure. Condition No. 28 has been changed to address the Board’s request.

The January 6, 2022 Board of Supervisors packet, including late materials, is available to the Board and public on the City’s website. Since the materials were previously distributed and are already part of the record for this item, they have not been included in this package.

The following conditions represent all recommended changes made by the Planning Commission and by staff for Condition No. 28. Additions to conditions are in bold and underlined, and deletions are struck through:

**The following conditions of approval are consistent with CCMC 18.02.105 (5) for a tentative map:**

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 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 final map.
5. With the submittal of any 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 a final map.
8. The applicant must sign and return the Notice of Decision for conditions for approval within ten (10) days of receipt of notification after the Board of Supervisors meeting. If the Notice of Decision is not signed and returned within ten (10) days, then the item may be rescheduled for the next Planning Commission meeting for further consideration.
9. Prior to the issuance of each site improvement permit, the applicant shall add a note to the plans stating: *"Hours of construction shall be limited to between the hours of 7:00 a.m. and 7:00 p.m., Monday through Friday, and between 7:00 a.m. and 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, 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 one hundred fifty percent (150%) 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 ten percent (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 one (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 ~~recordation of the first~~ **approval of a** final map.
15. The District Attorney's Office shall approve any Covenants, Conditions & Restrictions ("CC&R's") prior to recordation of the first final map.

**The following conditions are required per CCMC 17.10.050 Common Open Space Development**

16. Three-Year Maintenance Plan: Provisions shall be made to monitor and maintain, for a period of three (3) years regardless of ownership, a maintenance plan for the common open space area. The maintenance plan for the common open space area shall, at a minimum, address the following:
  - a) Vegetation management;
  - b) Watershed management;
  - c) Debris and litter removal;
  - d) Fire access and suppression;
  - e) Maintenance of public access and/or maintenance of limitations to public access; and
  - f) Other factors deemed necessary by the commission or the board, including vector control and noxious weed control.

17. Permanent Preservation and Maintenance: Provisions shall be made for the permanent preservation and ongoing maintenance of the common open space and other common areas using a legal instrument acceptable to the city.
18. Screening and Buffering of Adjoining Development: Provisions shall be made to assure adequate screening and buffering of existing and potential developments adjoining the proposed common open space development.
19. Common Open Space Restrictions: Designated common open space shall not include areas devoted to public or private vehicular streets or any land which has been, or is to be, conveyed to a public agency via a purchase agreement for such uses as parks, schools or other public facilities. This shall be demonstrated at the time of final map.

**Other Conditions of Approval:**

20. Prior to the issuance of ~~the first~~ a site improvement permit, the applicant shall submit an updated traffic impact study ("TIS") that shows trip distribution and mitigation for intersections with failing levels of service ("LOS"). The methodology and assumptions shall be adequately explained and/or corrected to the satisfaction of the Transportation Manager and the City Engineer. The updated TIS shall include a signal warrant analysis for the intersection of Saliman Road and East Robinson Street with the additional traffic for the year 2025 and the long-term future year projected traffic. Any intersections that are shown to be failing or shown to meet pre-established triggers for mitigation shall be mitigated for based on the recommendations of the TIS. This includes the LOS triggers for Saliman Road and East William Street which may necessitate a connection from the project to East William Street.
21. Prior to the recording of the ~~first~~ the final map **(or first final map if recorded in phases)**, the applicant shall provide all materials for the traffic signal at the intersection of Saliman Road and East Robinson Street. Materials shall include, but are not limited to, poles, mast arms, and signal heads. The applicant shall not be responsible for providing the signal control cabinet. **This requirement is independent of Conditions 20 and 22.**
22. Prior to the issuance of ~~the first~~ a site improvement permit, the applicant shall comply with one of the options listed as a) or b) below, based upon the findings of the updated TIS and the traffic signal warrant analysis for Saliman Road and East Robinson Street as required by Condition No. 20. The applicant may enter into an agreement that includes a stipulation that within 10 years of the Board of Supervisors' approval of the subject tentative map, the applicant may file a request for reimbursement of funds equivalent to the contributions received by other projects that contribute to the need for the signal, and have contributed toward the cost of the installation of the traffic signal.

- a) If the signal is shown to be warranted, the applicant shall pay for the installation of the traffic signal improvements; or
  - b) If the intersection is shown to be failing, but the signal is not yet warranted, the applicant shall file a bond for the full cost to install the traffic signal at the intersection. If, within 10 years, future approved projects do not cause the traffic signal to be warranted in long-term traffic projections, then the bond will be released.
23. If the project is developed in phases, each phase shall stand alone. The site improvement permit for the first phase of this development shall include identified mitigations for the entire project, including but not limited to: a looped water system, secondary access, and other mitigations or improvements that are necessary to support this project at buildout.
  24. Prior to the issuance of a site improvement permit that includes any local roadways, the applicant shall demonstrate that all local roads shall have a minimum asphaltic concrete thickness of 4 inches.
  25. Prior to the issuance of each site improvement permit, the applicant shall have plans approved that include a plan showing the areas where soils are to be over excavated, and the depths required to be excavated.
  26. Prior to the issuance of a site improvement permit, the water main analysis must be updated to verify that the system can deliver fire flow in addition to domestic flow at the extents of the project without dropping below 20 pounds per square inch ("psi") and will deliver domestic flow without dropping below 60 psi.
  27. Prior to the issuance of a site improvement permit, the applicant shall have plans approved that show the width of the existing water line easement has been increased to 50 feet wide along its entirety.
  28. Cast in place manholes shall not be allowed, regardless of depth of new sewer mains, and riser depths shall meet Carson City standard details. If sewage pumping is required, lift stations shall be privately owned and operated. **If private lift stations or other private sewer infrastructure are required, the homeowner's association ("HOA") required in Condition No. 38 shall be responsible to fund, in perpetuity, 100% of the cost to maintain and operate any private sewer infrastructure necessary to serve the development. The declaration forming the HOA must list the private sewer lift station and private sewer infrastructure as common elements for which the HOA is responsible for 100% of the cost for maintenance and repair. The declaration must also state that the declaration's provisions concerning the sewer lift station and private sewer infrastructure may not be amended without the approval of the Carson City Public Works Director. A separate deed restriction must be recorded contemporaneously with the declaration providing that if the HOA ceases to exist or fails to properly maintain and operate the private lift station and private sewer**

**infrastructure, all parcels subject to the HOA consent to Carson City's formation of an assessment district; increase in sewer fees; or any other available method of assessment or collection of fees, for 100% of the costs to operate and maintain the private lift station and private sewer infrastructure to permit Carson City to maintain and operate the private lift station and private sewer infrastructure. The deed restriction language shall be subject to review and approval by the Public Works Director prior to recordation.**

29. Prior to the issuance of a site improvement permit, the applicant shall have plans approved that demonstrate the width of the existing sewer easement has been increased to accommodate sufficient width for benched excavation.
30. Prior to the issuance of a site improvement permit, the 12-inch sewer mains that are shown as having velocities below 2 feet per second ("fps") shall be re-designed with the necessary slope and diameter to maintain a minimum velocity of 2 fps.
31. Prior to the issuance of a site improvement permit, the swale on the north side of the project shall be located completely on the project site with an additional 5 feet of width for maintenance access.
32. Prior to the issuance of ~~the first~~ **a** site improvement permit for the project, the applicant shall demonstrate that the Federal Emergency Management Agency ("FEMA") Conditional Letter of Map Revision ("CLOMR") has been re-validated to include the proposed development layout. Site improvement plans shall be consistent with the approved CLOMR, to the approval of the City Engineer.
33. Prior to the issuance of ~~the first~~ **a** site improvement permit, the applicant shall demonstrate that the Vicee Canyon Channel is substantially complete.
34. The CC&R's shall clearly state that a Landscape Maintenance District ("LMD") is required for maintaining the private storm drain infrastructure including any mains, basins, and LID infrastructure.
35. All multi-use paths will be designed and constructed to a 10-foot wide (minimum) American Association of State Highway and Transportation Officials ("AASHTO") standard concrete multi-use path (off street/paved/shared) with an adjacent 3-foot-wide decomposed granite path.
36. The applicant shall include APN 010-041-52 on the final map for the creation of the remainder parcel, inclusive of the future Monroe Street right-of-way.
37. Prior to the recordation of the ~~first~~ final map **(or first final map if recorded in phases)**, the applicant shall demonstrate that secondary access has been constructed and



approved by the Carson City Fire Department and the Development Engineering Division. Should secondary access be provided through a connection from the project site to East William Street, Monroe Street shall not be required.

38. Prior to the recordation of the ~~first~~ final map **(or first final map if recorded in phases)**, ~~homeowner's association~~ ( an HOA) or similar entity shall be formed for maintenance, including landscaping and irrigation, of all common open space and/or common area parcels including the clubhouse site, common open space, landscaping within public rights of way, and other areas that are not a part of the LMD.
39. Carson City is a Bee City USA. As a result, the developer shall use approximately 50% pollinator friendly plant material for any required landscaping on the project site. Also, any remaining landscape plant material selection needs to be consistent with the City's approved tree species list or other tree species, as approved by the City.
40. Prior to the issuance of any site improvement permit, the applicant shall incorporate "best management practices" into their construction documents and specifications to reduce the spread of noxious weeds, to the approval of the Development Engineering Division and Parks, Recreation, and Open Space Department.
41. Prior to the issuance of a site improvement permit, the applicant shall have plans approved which include a public decomposed granite ("DG") path system that shall be installed as depicted on the approved tentative map site plan. An additional DG path shall also be installed within the common open space parcel that provides connectivity from Matterhorn to Anders Street. In addition to landscaping, the applicant shall incorporate pedestrian amenities that may include benches, dog waste stations, and trash receptacles along the DG path system.
42. Prior to the issuance of a site improvement permit, the applicant shall have plans approved that: 1) identify all common open space parcels and public areas within these parcels, 2) identify lands within the subject site that will be included in the LMD, and 3) that demonstrates that the quantitative and qualitative common open space requirements are being met by this project.
43. Prior to the recordation of the ~~first~~ final map **(or first final map if recorded in phases)**, the applicant shall demonstrate that a LMD has been established for the Lompa Ranch North SPA, inclusive of all properties within the SPA on the west side of I-580.
44. Prior to the recordation of the ~~first~~ final map **(or first final map if recorded in phases)** , the applicant shall demonstrate that the developer has entered into an agreement with the Parks, Recreation, and Open Space Department regarding the 10-acre park site. Additionally, the conceptual site plan for the park site shall be submitted to the Parks,

Recreation, and Open Space department prior to the issuance of the 400<sup>th</sup> Certificate of Occupancy within the Lompa Ranch North SPA, west of I-580.

45. Prior to the issuance of any site improvement permit or approval of any final map containing lots 127 through 137, the applicant shall incorporate a minimum 6-foot-wide landscaped buffer area on the south side of Robinson Street adjacent to the future park site.
46. Prior to the issuance of any site improvement permit or approval of any final map containing lots 34 through 41, the applicant shall incorporate a minimum 5-foot-wide landscaped buffer area along the north project property line. Landscaping shall include one large evergreen tree per every 75 linear feet and three shrubs for every tree to serve as a buffer between the project site and possible future development to the north.
47. Prior to the issuance of a site improvement permit, the applicant shall have a landscape and irrigation plan approved which includes common open space landscaping consisting of a minimum of 1 tree per 1,000 square feet, and 3 shrubs per tree within the common open space parcels. Landscaping may be clustered in areas to provide a visual or recreational benefit to residents. Trees and shrubs required as part of other conditions of approval that are within a common open space parcel may be counted toward meeting this condition.
48. Prior to or concurrent with the recordation of a final map, the applicant shall demonstrate that the park and school site parcels have been created.
49. Prior to the issuance of each site improvement permit, the applicant shall have a plan approved that indicates that the side of the street where on-street parking is prohibited be striped and signed.
50. Prior to the issuance of a site improvement permit, the applicant shall demonstrate that the residential construction will comply with the Lompa Ranch North SPA Handbook standards, including but not limited to, Section 2.2 (Single Family Residential Areas) and 2.4 (Architecture Standards and Guidelines).
51. The required internal setbacks shall be as follows:

Front:	15 feet
Driveway	20 feet
Side:	5 feet
Street Side:	10 feet
Rear:	10 feet

These setbacks shall be stated on the final map as well as in the CC&Rs.

52. Prior to the issuance of a site improvement permit that includes development activities adjacent to the wetland located on the northeast side of the subject site, the applicant shall demonstrate that there is 5-foot minimum separation between the limits of disturbance for the wetland and the sidewalk. The entirety of the wetland shall be located within a common open space parcel and shall be maintained by the HOA.