



## STAFF REPORT

**Report To:** Board of Supervisors **Meeting Date:** July 21, 2022

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

**Agenda Title:** For Possible Action: Discussion and possible action to adopt, on second reading, Bill No. 111, an ordinance approving a zoning map amendment to change the zoning from Single-family 12,000 Planned Unit Development ("SF12-P") to Public Neighborhood Planned Unit Development ("PN-P") for the parcel located on the east side of Oak Ridge Drive, approximately 300 feet south of W. College Parkway, Assessor's Parcel Number ("APN") 007-462-13. (Heather Ferris, hferris@carson.org)

**Staff Summary:** As part of the 2021 Master Plan Annual Report, staff inventoried City-owned parks and recreational facilities to ensure the zoning and Master Plan designations are appropriate. The subject property is known as John Mankins Park and is owned by the City. To create consistency with the existing Parks and Recreation Master Plan map designation, the property should be zoned PN-P. The Board of Supervisors is authorized to approve a zoning map amendment.

**Agenda Action:** Ordinance - Second Reading **Time Requested:** 5 minutes

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### **Proposed Motion**

I move to adopt, on second reading, Bill No. 111, Ordinance No. \_\_\_\_\_.

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

Quality of Life

### **Previous Action**

May 25, 2022: The Planning Commission recommended approval by a vote of 5 - 0, 2 absent.

June 16, 2022: The Board of Supervisors introduced the ordinance by a vote of 5 - 0.

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

See attached May 25, 2022 staff report to the Planning Commission for additional information.

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

NRS Chapter 244; Article 2 of the Carson City Charter; CCMC 18.02.075

### **Financial Information**

**Is there a fiscal impact?** No

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

**Is it currently budgeted? No**

**Explanation of Fiscal Impact:**

**Alternatives**

Do not adopt the proposed ordinance on second reading, modify the proposed ordinance and/or provide alternative direction.

**Attachments:**

[ZA-2022-0220\\_Ord.-\\_2nd\\_reading.doc](#)

[PC\\_SR\\_ZA-2022-0220 \(John Mankins Park\).docx](#)

**Board Action Taken:**

Motion: _____	1) _____	Aye/Nay
	2) _____	_____
		_____
		_____
		_____

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

SUMMARY – Amends the Carson City zoning map.

BILL NO. 111  
ORDINANCE NO. 2022-\_\_

AN ORDINANCE RELATING TO ZONING; ESTABLISHING VARIOUS PROVISIONS TO CHANGE THE ZONING FROM SINGLE-FAMILY 12,000 PLANNED UNIT DEVELOPMENT (“SF12-P”) TO PUBLIC NEIGHBORHOOD PLANNED UNIT DEVELOPMENT (“PN-P”) FOR THE PARCEL LOCATED ON THE EAST SIDE OF OAK RIDGE DRIVE, APPROXIMATELY 300 FEET SOUTH OF W. COLLEGE PARKWAY, APN 007-462-13

The Board of Supervisors of Carson City do ordain:

SECTION I:

An application for a zoning map amendment affecting Assessor’s Parcel Number (“APN”) 007-462-13, located on the east side of Oak Ridge Drive, approximately 300 feet south of W. College Parkway, Carson City, Nevada, was duly submitted to the Planning Division of the Carson City Community Development Department in accordance with section 18.02.075 of the Carson City Municipal Code (“CCMC”) to revise the existing zoning designation of APN 007-462-13 from Single-Family 12,000 Planned Unit Development (“SF-12-P”) to Public Neighborhood Planned Unit Development (“PN-P”). After proper noticing in accordance with Chapter 278 of the Nevada Revised Statutes and CCMC Title 18, on May 25, 2022, the Planning Commission, during a public hearing, reviewed the staff report of the Planning Division, received public comment and voted 5 ayes, 0 nays, and 2 absent to recommend to the Board of Supervisors approval of the application for the zoning map amendment.

SECTION II:

The zoning map of Carson City is hereby amended to change the zoning of APN 007-462-13 from Single-family 12,000 Planned Unit Development (SF-12-P) to Public Neighborhood Planned Unit Development (PN-P), as depicted in Attachment A, based on the findings that the zoning map amendment:

1. Is in substantial compliance with the goals, policies and action programs of the Carson City master plan.
2. Will provide for land uses that are compatible with existing adjacent land uses.
3. Will not have a detrimental impact on other properties within the vicinity.
4. Will not negatively impact existing or planned public services or facilities.
5. Will not adversely impact the health, safety or welfare of the public.
6. Satisfies all other required findings of fact as set forth in CCMC 18.02.075(5).

PROPOSED this \_\_\_\_ day of \_\_\_\_\_ 2022.

PROPOSED BY Supervisor \_\_\_\_\_

PASSED on the \_\_\_\_ day of \_\_\_\_\_ 2022.

VOTE:

AYES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_

Lori Bagwell, Mayor

ATTEST:

\_\_\_\_\_  
Aubrey Rowlett, Clerk-Recorder

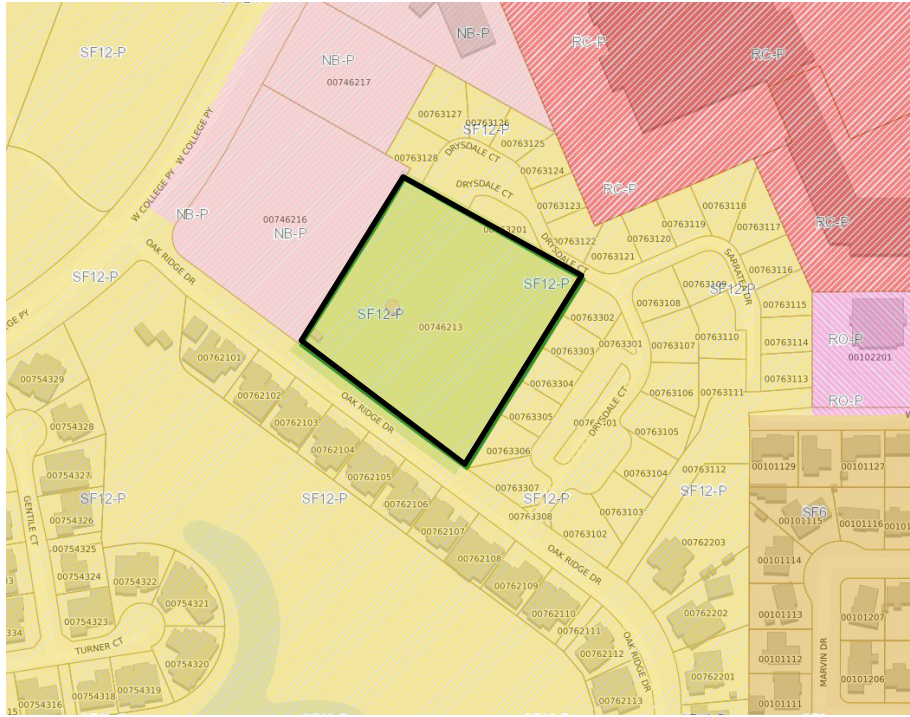
This ordinance shall be in force and effect from and after the \_\_\_\_ of \_\_\_\_\_,  
2022.



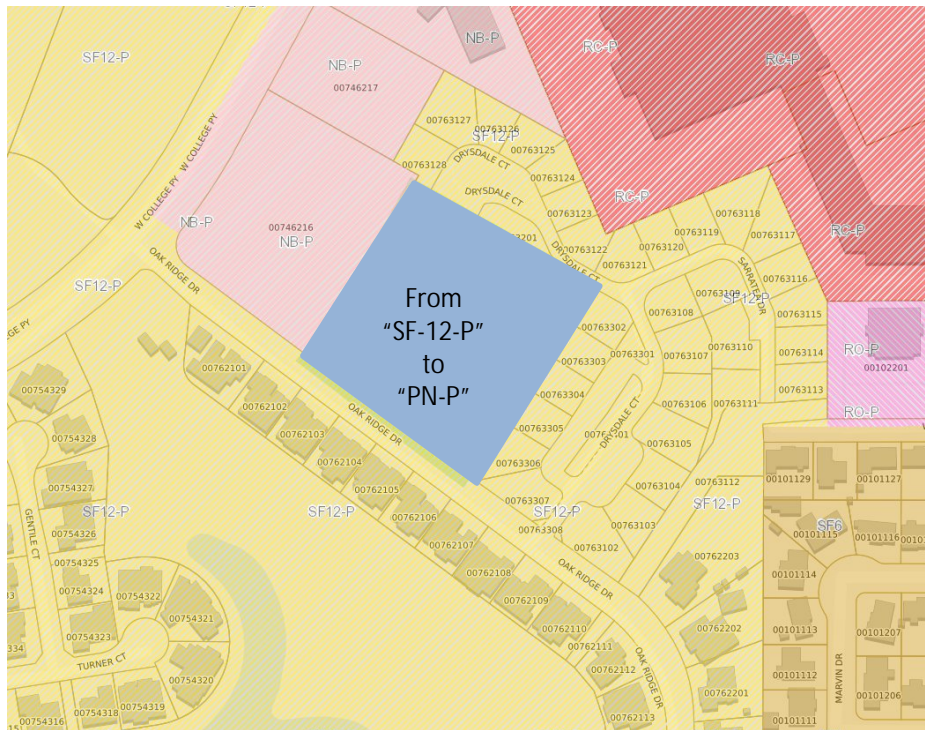




### EXISTING ZONING



### PROPOSED ZONING



**LEGAL REQUIREMENTS:** Carson City Municipal Code (“CCMC”) 18.02.050 (Review); (Zoning Map Amendments and Zoning Code Amendments)

**EXISTING MASTER PLAN DESIGNATION:** Parks and Recreation

**EXISTING ZONING:** Single-family 12,000 Planned Unit Development (“SF-12-P”)

**PROPOSED ZONING:** Public Neighborhood Planned Unit Development (“PN-P”)

**SURROUNDING ZONING AND LAND USE INFORMATION:**

**NORTH:** Neighborhood Business Planned Unit Development/ approved townhome project  
**SOUTH:** Single-family 12,000 Planned Unit Development / single family residences  
**EAST:** Single-family 12,000 Planned Unit Development / single family residences  
**WEST:** Single-family 12,000 Planned Unit Development / single family residences

**BACKGROUND AND DISCUSSION:**

At its meeting of December 15, 2021, the Planning Commission was provided with an update on the Master Plan implementation activities and reviewed and made a recommendation to the Board of Supervisors on the Master Plan Action Plan and other Master Plan related matters. At its meeting of January 20, 2022, the Board of Supervisors accepted the 2021 Master Plan report from the Planning Commission.

As part of the 2021 Master Plan Annual Report staff inventoried City owned parks and recreational facilities to ensure the zoning and master plan designations are appropriate for their use. The subject property is known as John Mankins Park and is owned by the City. To create consistency with the existing Parks and Recreation master plan designation the property should be zoned Public Neighborhood Planned Unit Development. The Board of Supervisors may amend the Zoning Map, following a recommendation from the Planning Commission.

**PUBLIC COMMENTS:** On May 11, 2022, public hearing notices were mailed to 83 property owners within 600 feet of the subject property in accordance with the provisions of NRS and CCMC 18.02.045. At the time of the writing of this report staff has not received any public comment. Any comments that are received after this report is completed will be provided to the Planning Commission either prior to or at the May 25, 2022 meeting depending on their submittal date to the Planning Division.

**OTHER CITY DEPARTMENT OR OUTSIDE AGENCY COMMENTS:**

The requests were routed to other departments for review and comment. All indicated they had no comments or concerns with the proposed amendment.

**FINDINGS:** Staff recommends the following findings for approval of the Zoning Map Amendment pursuant to CCMC 18.02.075, Zoning Map Amendments and Zoning Code Amendments.

- 1. That the proposed amendment is in substantial compliance with and supports the goals and policies of the master plan.**

The proposed amendment is consistent with the Master Plan. Chapter 3 of the Master Plan identifies the land use designations and identifies what zoning districts corresponds to the land use designation. The Parks & Recreation master plan designation allows parks, pathways, and recreational facilities as the primary use. The area has been improved as a park with recreational facilities. The proposed amendment will create consistency with the use of the land, the master plan designation, and the ownership.



2. **That the proposed amendment will provide for land uses compatible with existing adjacent land uses and will not have detrimental impacts to other properties in the vicinity.**

The proposed amendment will create consistency with the actual use of the land, the master plan designation, and the ownership. There are no proposed modifications to the existing use of the property. The property is currently developed as a park with recreational facilities.

3. **That the proposed amendment will not negatively impact existing or planned public services or facilities and will not adversely impact the public health, safety and welfare.**

The proposed zoning map amendment will not negatively impact existing or planned public services or facilities and will not adversely impact the public health, safety and welfare. The subject parcel has been developed into a park to serve the existing neighborhood and the larger public. There are no proposed modifications to the existing use of the property.

Attachments:

Draft ordinance