Agenda Item No: 16.A



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** January 5, 2023

Staff Contact: Heather Ferris, Planning Manager

Agenda Title: For Possible Action: Discussion and possible action regarding an application from

Roseview Townhomes, LLC ("Applicant") for a final subdivision map known as Roseview Townhomes, resulting in the creation of 52 lots for attached single family residences on 3.45-acres zoned Neighborhood Business Planned Unit Development ("NB-P"), located at

1147 W. College Parkway, Assessor's Parcel Numbers ("APNs") 007-462-16 and

007-462-17. (Heather Ferris, hferris@carson.org)

Staff Summary: On August 19, 2021, the Board of Supervisors ("Board") approved tentative subdivision map SUB-2021-0215. Subsequently, the Board approved an amendment to the conditions of approval on October 20, 2022. The Applicant has obtained a site improvement permit and has secured for improvements. Per Carson City Municipal Code ("CCMC") 17.06.005, the Board has the authority to approve a final subdivision map and may direct that it be recorded and entered as a legal document in the records of

Carson City.

Agenda Action: Formal Action / Motion Time Requested: 10 minutes

Proposed Motion

I move to approve the final subdivision map as presented.

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

October 20, 2022 (Item 16B): The Board approved amendments to the conditions of approval.

August 19, 2021 (Item 14E): The Board approved tentative subdivision map SUB-2021-0215.

Background/Issues & Analysis

Final subdivision maps must be reviewed and approved by the Board. Approval of the final subdivision map is required to allow the Applicant to subdivide the property pursuant to the provisions of the CCMC and the Nevada Revised Statutes. All conditions of approval must be met. Compliance with the conditions of approval are addressed in the attached staff memo.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 278.380, CCMC Chapter 17.06 and CCMC 18.02.050

Is there a fiscal impact? No	
If yes, account name/number:	
Is it currently budgeted? No	
Explanation of Fiscal Impact:	
Alternatives If the Applicant has not met the conditions of approval of the tomap or continue the item to the next Board meeting, and/or p	
Attachments: SUB-2022-0443 (1.5.23 BOS Memo).docx	
Conditions_Response_Roseview_Final Map.pdf	
RoseviewTownhomes_FINAL_MAP-SHEET 1.pdf	
RoseviewTownhomes_FINAL_MAP-SHEET 2.pdf	
Board Action Taken: Motion: 1) 2)	Aye/Nay
(Vote Recorded By)	

Financial Information





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

MEMORANDUM Board of Supervisors Meeting of JANUARY 5, 2023

TO: Mayor and Board of Supervisors

FROM: Heather Ferris, Planning Manager

Planning Division

DATE: December 21, 2022

SUBJECT: For Possible Action: Discussion and possible action regarding an application from

Roseview Townhomes, LLC ("Applicant") for a final subdivision map known as Roseview Townhomes, resulting in the creation of 52 lots for attached single family residences on 3.45-acres zoned Neighborhood Business Planned Unit Development ("NB-P"), located at 1147 W College Parkway, Assessor's Parcel

Numbers ("APNs") 007-462-16 and 007-462-17.



In order for the Board of Supervisors ("Board") to consider approval of the Final Subdivision Map, the conditions of approval, and whether the applicant has fulfilled the conditions of approval, must be reviewed. The conditions of approval associated with SUB-2021-0215, the Tentative Map for the subdivision known as the Roseview Townhomes, as amended on October 20, 2022, have been reviewed by staff and satisfied by the applicant as indicated in this report.

On August 19, 2021, The Board approved tentative subdivision map SUB-2021-0215 subject to 27 conditions of approval. At its meeting of October 20, 2022, the Board approved, by a vote of 5-0, an amendment to the tentative subdivision map, modifying condition 17 and 26 and eliminating condition 24. Compliance with each of the amended conditions of approval is addressed below.

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.

Staff has reviewed the final map and has determined it is substantially the same as the tentative map approved by the Board on August 19, 2021.

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.

The Development Engineering Department has reviewed the improvement plans associated with this map and finds that the plans 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.

The improvement plans comply with City Standards. There is no mass grading planned for this project.

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.

The lot areas and widths shown on the final map are consistent with the requirements of Carson City Municipal Code and the approved tentative 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.

The Health and Fire Departments have reviewed and approved the final map and the improvement plans indicating their concerns and requirements have been satisfied.

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."

The required note has been added to the final map (see Note 12, sheet 2 of the final map).

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.

The improvement plans have incorporated underground utilities within the subdivision.

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.

The Notice of Decision for the amended tentative subdivision map was signed on October 24, 2022 and returned to the Planning Division.

9. Hours of construction will be limited to 7:00 a.m. to 7:00 p.m., Monday through Friday, and 9:00 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.

This note is included on the Improvement Plans.

10. The applicant shall adhere to all city standards and requirements for water and sewer systems, grading and drainage, and street improvements.

The improvement plans are consistent with City standards 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.

A dust control permit has been obtained.

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.

A detailed storm drainage analysis, water system analysis, and sewer system analysis has been reviewed and approved by Development Engineering.

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.

The work, as approved in the improvement plans, has been secured with a bond and a subdivision improvement agreement.

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.

A will serve letter has been provided by the City to the Nevada Health Division.

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

The CC&R's have been filed with the District Attorney's office.

Other Conditions of Approval:

16. The internal street shall be privately owned and maintained.

The internal streets will be privately owned and maintained as demonstrated on the final subdivision map.

17. Master meters, backflow devices, and public utilities must meet all NDEP and City requirements including utility separation and special construction techniques.

The site improvement permit demonstrates compliance with this condition and has been reviewed and approved by NDEP as well as Carson City.

18. The developer shall install a curb ramp, meeting current ADA standards, at the intersection of College Parkway and Oak Ridge Drive.

The site improvement permit demonstrates compliance with this condition.

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-rata share for this development is 1.6 percent and is not to exceed \$9,600.

The developer has entered into a pro-rata share agreement.

20. As part of the site improvement permit, the applicant must provide a landscape plan demonstrating compliance with the Development Standards in Division 3.

The site improvement permit includes landscape and irrigation plans that are consistent with Carson City Development Standards Division 3. The plans have been reviewed and approved by the Planning Division.

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.

The site improvement permit includes landscape and irrigation plans that are consistent with Carson City Development Standards Division 3 and the requirements of this condition. The plans have been reviewed and approved by the Planning Division and the Parks, Recreation, and Open Space Department.

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.

The site improvement permit includes an open space exhibit which demonstrates compliance with the open space requirements of Carson City Development Standards 1.18.6 and has been reviewed and approved by the Planning Division.

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.

The construction documents include appropriate notes regarding best management practices to reduce the spread of noxious weeds. The Parks, Recreation & Open Space Department and the Development Engineering Division have reviewed the documents and determined compliance.

24. 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. The CC&Rs shall address parking and parking enforcement.

The CC&Rs have been reviewed by Carson City staff for compliance with this condition. The CC&Rs will be recorded at the time of recordation of the final map.

- 25. 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.

The Special Use Permit was approved by the Planning Commission on July 28, 2021 with an expiration date to be co-terminus with the expiration of the tentative subdivision map.

26. The developer shall install "no parking" signs along Oak Ridge Drive should no parking onstreet be determined to be appropriate by the public works director.

It has been determined by the public works director that no parking on Oak Ridge Drive is appropriate. The site improvement permit includes "no parking" signs along Oak Ridge Drive.



October 7, 2022

Lena Reseck
Carson City Planning Division
108 E. Proctor St.
Carson City, NV 89701

RE: Roseview Townhomes Final Subdivision Map Submittal

Lena:

The following is intended to address the Conditions of Approval for the Tentative Subdivision Map (SUB-2021-0215) in place for this project. Please find responses to the conditions of approval enumerated below:

- 1. The final map is in substantial accordance with the approved tentative map.
- 2. The development engineering department is reviewing the civil improvement plans. Approval has not yet been granted for the improvement plans. This final map is submitted for review and it is understood that it will not be approved until the improvement plans have been approved.
- 3. An NDEP stormwater permit will be included as part of the project. The permit number is CSW_51306 and is currently pending with NDEP until the improvement plans are approved.
- 4. The lot areas and lot widths meet the zoning requirements approved as part of the tentative map. This is reflected in the site design and the final map.
- 5. In coordination with Carson City Engineering, the improvement plans have been routed to the health and fire departments for review. The fire department has already reviewed and approved project.
- 6. The note is included on the final map.
- 7. There are no overhead electrical or other utility lines to underground prior to submittal.
- 8. The Notice of Decision for conditions for approval was signed and returned within 10 days of receipt of notification.

- 9. A note regarding construction hour limitations has been included on Drawing Sheet N-2 in the civil improvement plans.
- 10. All improvements as prepared are intended to meet all city standards and requirements.
- 11. Prior to construction, the applicant will obtain a dust control permit from the Nevada Division of Environmental Protection.
- 12. The civil improvement plans submittal included a drainage report, a water analysis, and a sewer report for review by the development engineering department. Drainage and sewer have been reviewed and approved.
- 13. Noted, we understand that a final map will not be recorded until the improvements are constructed and approved or the project is properly bonded for in accordance with Carson City requirements.
- 14. A "will serve" letter will be provided to the Nevada Health Division prior to approval of the Final Map.
- 15. CC&Rs have been provided with this Final Subdivision Map submittal for review and approval from the district attorney.
- 16. Internal streets will be privately owned and maintained.
- 17. The water design for the project was modified to meet Nevada code requirements. In coordination with Carson City staff, the design has public water main down the main access from Oak Ridge Drive that serves six public water meters. Water downstream of the meters is private. Please see Drawing Sheets U-1, U-2, and P-1 in the civil improvement plans and the water analysis provided by Shaw Engineering.
- 18. A curb ramp at the intersection of College Parkway and Oak Ridge Drive is included in the civil improvement plans.
- 19. The developer has signed an agreement to pay its pro-rata share of the cost to improve sewer main in College Parkway.
- 20. Landscaping plans have been included as part of the civil improvement plans.
- 21. The landscaping plan adheres to the requirements relating to the Bee City USA recognition.
- 22. An open space exhibit was provided with the civil improvement plans submittal.
- 23. Best Management Practices have been incorporated into construction documents. A SWPPP has been prepared for the project.
- 24. The applicant will provide the Community Development Department with a deed restriction at the time the final map is submitted for recordation.
- 25. A private HOA will be formed (Roseview Townhomes Owners Association) to provide maintenance of the common areas including the private road, in perpetuity. CC&Rs will address parking and parking enforcement.
- 26. The Tentative Subdivision Map is approved as the Planning Commission also approved the Special Use Permit and Variance associated with the project.

27. A "no parking" sign along Oak Ridge Drive has been included in the proposed civil improvements plans. Please see Drawing Sheet S-1.

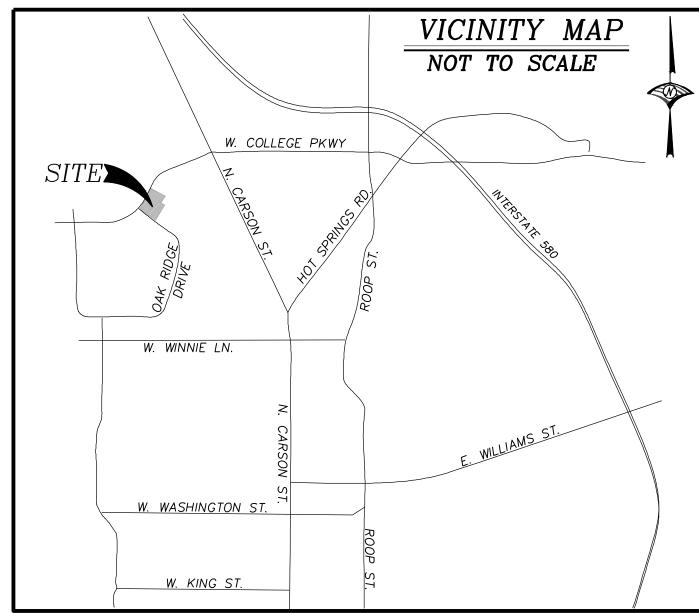
Please feel free to contact me at 823-5204 or jwilbrecht@woodrodgers.com should you have any questions.

Sincerely,

Jillian Wilbrecht, P.E.

NAME/TITLE (PRINT)

FINAL MAP OF ROSEVIEW TOWNHOMES



SECURITY INTEREST HOLDER'S CERTIFICATE:

THIS IS TO CERTIFY THAT THE FOLLOWING HAVE CONSENTED TO THE PREPARATION AND RECORDATION OF THIS PLAT BY SEPARATE DOCUMENT AND THE DEDICATION OF ALL UTILITY EASEMENTS SHOWN HEREON, AND HEREBY RELINQUISHES AND SUBORDINATES ANY LIENS HELD BY THE UNDERSIGNED IN FAVOR OF SUCH UTILITY EASEMENTS.

U.S. BANK NATIONAL ASSOCIATION, A NATIONAL BANKING ASSOCIATION, BY DOCUMENT NO. ___ OFFICIAL RECORDS OF CARSON CITY, NEVADA. (REFERENCE ORIGINAL DEED OF TRUST DOCUMENT NO. 533980)

CARSON CITY CLERK CERTIFICATE

THE CITY HAS APPROVED THIS MAP AND THERE ARE NO PARCELS OFFERED FOR DEDICATION FOR PUBLIC USE ASSOCIATED WITH THIS MAP.

BY: ______ DATE

NAME/TITLE (PRINT)

ERIC C. SAGE, P.L.S.

NEVADA CERTIFICATE NO. 23301

CITY ENGINEER'S CERTIFICATE:

I DO HEREBY CERTIFY THAT I HAVE EXAMINED THE MERGER AND RESUBDIVISION ON THIS PLAT CONSISTING OF 2 SHEETS. THAT IT IS SUBSTANTIALLY AS IT APPEARED ON THE TENTATIVE MAP AND ANY ALTERATIONS THEREOF. THAT ALL PROVISIONS OF N.R.S. 278 AND ALL LOCAL ORDINANCES HAVE BEEN COMPLIED WITH AND THAT THIS MAP IS TECHNICALLY CORRECT. A PROPER PERFORMANCE BOND HAS BEEN DEPOSITED GUARANTEEING THAT THE MONUMENTS WILL BE OF THE CHARACTER SHOWN AND OCCUPY THE POSITIONS INDICATED WITHIN ONE YEAR OF THE RECORDING DATE OF THIS MAP.

SURVEYOR'S CERTIFICATE:

I, ERIC C. SAGE, A PROFESSIONAL LAND SURVEYOR LICENSED IN THE STATE OF NEVADA, CERTIFY THAT:

- 1. THIS PLAT REPRESENTS THE RESULTS OF A SURVEY CONDUCTED UNDER MY DIRECT SUPERVISION AT THE INSTANCE OF ROSEVIEW TOWNHOMES LLC, A NEVADA LIMITED LIABILITY COMPANY.
- 2. THE LANDS SURVEYED LIE WITHIN A PORTION OF THE SOUTHEAST 1/4 OF SECTION 6, TOWNSHIP 15 NORTH, RANGE 20 EAST, M.D.M., CARSON CITY, NEVADA, AND THE SURVEY WAS COMPLETED ON FEBRUARY 14 2022.
- 3. THIS PLAT COMPLIES WITH THE APPLICABLE STATE STATUTES AND ANY LOCAL ORDINANCES IN EFFECT ON THE DATE THAT THE GOVERNING BODY GAVE ITS FINAL APPROVAL.
- 4. THE MONUMENTS DEPICTED ON THE PLAT WILL BE OF THE CHARACTER SHOWN AND OCCUPY THE POSITIONS INDICATED BY ______, AND AN APPROPRIATE FINANCIAL GUARANTEE WILL BE POSTED WITH THE GOVERNING BODY BEFORE RECORDATION TO ENSURE THE INSTALLATION OF THE MONUMENTS.

UTILITY COMPANIES' CERTIFICATE:

NEVADA BELL TELEPHONE COMPANY D/B/A AT&T NEVADA

CHARTER COMMUNICATIONS

NOTARY PUBLIC

NAME/TITLE (PRINT)

NOTARY PUBLIC

NAME/TITLE (PRINT)

NOTARY PUBLIC

THE UTILITY EASEMENTS AS SHOWN ON THIS PLAT HAVE BEEN CHECKED, ACCEPTED, AND APPROVED BY THE UNDERSIGNED CABLE TV AND PUBLIC UTILITY COMPANIES, WASHOE COUNTY COMMUNITY SERVICES DEPARTMENT AND TRUCKEE MEADOWS WATER AUTHORITY, AND DO HEREBY RELINQUISH THOSE EXISTING EASEMENTS, EXCEPT AS NOTED, LOCATED WITHIN THE EXTERIOR BOUNDARY OF THIS PLAT, SAID EASEMENTS ARE RELINQUISHED IN FAVOR OF THOSE EASEMENTS, GRANTED, DELINEATED AND APPROVED HEREON.

STATE OF NEVADA SS COUNTY OF WASHOE

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE _____ DAY OF _____, 202_, BY

_____ FOR NEVADA BELL TELEPHONE COMPANY D/B/A AT&T NEVADA.

SIERRA PACIFIC POWER COMPANY D/B/A NV ENERGY DATE

STATE OF NEVADA SS COUNTY OF WASHOE SS

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE _____ DAY OF ______, 202_, BY

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE ______ DAT OF _______, 202, BT ______, AS _______ FOR SIERRA PACIFIC POWER COMPANY, A NEVADA CORPORATION D/B/A NV ENERGY.

CARSON CITY UTILITY DEPARTMENT

NAME/TITLE (PRINT)

STATE OF NEVADA SS SS

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE _____ DAY OF ______, 202_, BY _____, AS ______ FOR CARSON CITY UTILITY DEPARTMENT.

NOTARY PUBLIC

SOUTHWEST GAS CORPORATION:

A PUBLIC UTILITY EASEMENT IS HEREBY GRANTED WITHIN EACH PARCEL FOR THE EXCLUSIVE PURPOSE OF INSTALLING AND MAINTAINING UTILITY SERVICE FACILITIES TO THAT PARCEL WITH THE RIGHT TO EXIT THAT PARCEL WITH SAID UTILITY FACILITIES FOR THE PURPOSE OF SERVING ADJACENT PARCELS.

SOUTHWEST GAS CORPORATION DATE

NAME/TITLE (PRINT)

STATE OF NEVADA SS

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THE _____ DAY OF ______, 202_, BY _____, AS ______ FOR CARSON CITY UTILITY DEPARTMENT.

NOTARY PUBLIC

RECORDER'S CERTIFICATE:

FILED FOR RECORD THIS DAY OF	
IN BOOK, PAGE OF	THE OFFICIAL RECORDS OF CARSON CITY NEVADA,
AT THE REQUEST OF ROSEVIEW TOWNHO	MES LLC, A NEVADA LIMITED LIABILITY COMPANY.
FEE:	FILE NO

BY: _____ DATE: _____
CLERK RECORDER

OFFICIAL PLAT OF

ROSEVIEW TOWNHOMES

BEING A MERGER AND RESUBDIVISION OF PARCEL 1 & 2 BOUNDARY LINE ADJUSTMENT LLA-16-169, BK. 10 AT PG. 2904, DOC. #412816 SITUATE WITHIN A PORTION OF THE SOUTHEAST 1/4 OF SECTION 6 TOWNSHIP 15 NORTH. RANGE 20 EAST. M.D.M.

TOWNSHIP 15 NORTH, RANGE 20 EAST, M.D.M.

CARSON CITY SUB-2022-0443 NEV.



AT A TIME 823.4068 823.4066

SHEET 1

JOB NO. 4158001

