CARSON CITY OPEN SPACE ADVISORY COMMITTEE Minutes of the August 16, 1999 Meeting Page 1

A regular meeting of the Carson City Open Space Advisory Committee was held at 6:00 p.m. on Monday, August 16, 1999 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Steve Hartman

Vice Chairperson Deborah Uhart

Michael Fischer Dan Jacquet Robin Williamson

STAFF: John Berkich, City Manager

Walter Sullivan, Community Development Director

Steve Kastens, Parks and Recreation Director

Juan Guzman, Senior Planner Vern Krahn, Parks Planner

Kathleen King, Recording Secretary (OSAC 08/16/99; Tape 1-0001)

NOTE: Unless indicated otherwise, each item was introduced by Chairperson Hartman. A tape recording of these proceedings is on file in the Clerk-Recorder's Office and is available for review and inspection during normal business hours.

A. ROLL CALL AND DETERMINATION OF A QUORUM (1-0002) - Chairperson Hartman called the meeting to order at 6:00 p.m. A quorum was present. Members Quilici and Scott were absent. Alternate Members Pacheco and Robinson were present.

B. COMMITTEE ACTION

- 1. **DISCUSSION AND ACTION TO APPROVE MEETING MINUTES** (1-0009) Member Jacquet moved to approve the minutes. Member Fischer seconded the motion. Motion carried 5-0-2-0.
- C. PUBLIC COMMENT (1-0020) None.
- **D. MODIFICATION OF AGENDA** (1-0024) None.
- **E. DISCLOSURES** (1-0025) None.
- F. PUBLIC MEETING
- F-1. PRESENTATION BY JEFF WINSTON ON THE DRAFT OPEN SPACE MASTER PLAN (1-0027) Jeff Winston, of Winston Associates, reviewed the draft Open Space Master Plan, with reference to several maps and visual graphics.
- F-2. DISCUSSION BY THE OPEN SPACE ADVISORY COMMITTEE MEMBERS, JEFF WINSTON, STAFF, AND THE PUBLIC, REGARDING THE DRAFT OPEN SPACE MASTER PLAN ELEMENT (1-0616) Chairperson Hartman opened the meeting to comments and questions from the Committee members and the public. (1-0630) Pat Anderson recommended immediate adoption of the open space element. He expressed disappointment over the exclusion of development standards and/or ordinances which would enforce inclusion of open space in the design of new developments. (1-0670) Vice Chairperson Uhart advised that many people had visited the open house sessions and had provided written comments which will be incorporated into the ongoing review process. She discussed including, as a short-term action step, review and determination of City-owned parcels which can be designated as open space through deed restriction or easement. She further suggested removing the City dump from the green park map. Chairperson Hartman again requested questions/comments from members of the public, however, none were provided.

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Chairperson Hartman recessed the meeting at 6:43 p.m. and reconvened the meeting at 6:49 p.m. A quorum was present, as noted.

(1-0707) Chairperson Hartman expressed his appreciation for the time and effort invested in the development of the draft master plan by City staff, the consultants, and the Committee members. He discussed ordinances and development standards and the appropriate venue for enacting the same. Member Fischer moved to approve the draft plan. Member Jacquet seconded the motion. (1-0757) Chairperson Hartman explained the concept of cluster developments at the request of Paul Sinnott. Mr. Sullivan pointed out that approval of the master plan was not agendized, and suggested that the Committee establish a two-week period in which to receive comments from the public. He advised that Mr. Winston's presentation will be broadcast over CAT-10 and 26 several times within the next two weeks. Member Fischer withdrew his motion; Member Jacquet withdrew his second.

- F-3. ACTION BY THE OPEN SPACE ADVISORY COMMITTEE TO INSTRUCT STAFF TO CONTINUE WITH THE REVIEW PROCESS (1-0834) Member Williamson requested staff to proceed with the review process and to advise the public of a two-week period of time in which to provide further comments to Community Development. Mr. Krahn displayed the comment sheet used for the open house, and advised that the comment sheets are available at the Departments of Parks and Recreation and Community Development. He further advised that copies of the draft master plan are available for review at the City Manager's Office, Community Development, and Parks and Recreation; or to be checked out from the Library. No formal action was taken.
- DISCUSSION AND ACTION REGARDING THE POTENTIAL TIMELINE FOR ADOPTION OF THE OPEN SPACE ELEMENT OF THE MASTER PLAN; AND F-5. DISCUSSION AND ACTION ON FUTURE OPEN SPACE ADVISORY COMMITTEE MEETINGS REGARDING THE DRAFT OF THE OPEN SPACE MASTER PLAN ELEMENT (1-0870) - Mr. Sullivan discussed presenting a final draft to the Parks and Recreation Commission and the Carson River Advisory Committee. The plan would then be submitted to the Planning Commission as an item for master plan adoption. Once the Planning Commission adopts the plan, it would be submitted to the Board of Supervisors for approval of the adoption as an element to the City Master Plan. Mr. Sullivan estimated the entire process to take approximately 90 days, once the final draft is approved by the Committee. Discussion ensued with regard to finalizing the process prior to the holidays; newspaper and cable access television coverage; a deadline for receiving public comment; and coordinating the next OSAC meeting following the meetings of the Carson River Advisory Committee and the Parks and Recreation Commission. Committee consensus was to schedule August 30 as the deadline for receiving public comment, and to schedule the next meeting for September 8 or September 9. Chairperson Hartman requested that staff send a memorandum to the members of the Parks and Recreation Commission and the Carson River Advisory Committee advising of the Committee's schedule and requesting that they review the draft master plan and submit their comments. Mr. Sullivan reviewed the schedule as follows: Public comment deadline - August 30; Carson River Advisory Committee Meeting - September 1; Parks and Recreation Commission meeting - September 7; Open Space Advisory Committee meeting - September 8 or 9; Planning Commission meeting - September 29; and Board of Supervisors meeting - October 21.
- **G. ADJOURNMENT** (1-1117) Member Fischer moved to adjourn the meeting. Member Williamson seconded the motion. Motion carried 5-0-2-0.

 The Minutes of the August 16, 1999 meeting of the Carson City Open Space Advisory Committee are so

approved this day of September, 1999.

STEVE HARTMAN, Chairperson