

**CARSON CITY OPEN SPACE ADVISORY COMMITTEE**  
**Minutes of the May 24, 1999 Meeting**  
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A regular meeting of the Carson City Open Space Advisory Committee was held at 6:00 p.m. on Monday, May 24, 1999 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Bruce Scott, Acting Chairperson  
Michael Fischer  
Dan Jacquet  
Don Quilici

**STAFF:** Walter Sullivan, Community Development Director  
Steve Kastens, Parks and Recreation Director  
Juan Guzman, Senior Planner, Community Development  
Vern Krahn, Parks Planner, Parks and Recreation  
Kathleen King, Recording Secretary  
(OSAC 05/24/99; 1-0001)

**NOTE:** Unless indicated otherwise, each item was introduced by Acting Chairperson Scott. 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)** - Acting Chairperson Scott called the meeting to order at 6:03 p.m. Roll call was taken and a quorum was present. Alternate Member Pacheco was present. Chairperson Hartman, Vice Chairperson Uhart, Member Williamson and Alternate Member Robinson were absent.

**B. COMMITTEE ACTION**

**B-1. DISCUSSION AND ACTION TO APPROVE MEETING MINUTES (1-0010)** - Member Fischer moved to approve the minutes of the May 17, 1999 meeting. Member Quilici seconded the motion. Motion carried 4-0-3-0.

**C. PUBLIC COMMENT (1-0017)** - None.

**D. MODIFICATION OF AGENDA (1-0018)** - None.

**E. DISCLOSURES (1-0020)** - None.

**F. PUBLIC MEETING**

**F-1. DISCUSSION AND ACTION REGARDING THE REVIEW OF THE DRAFT OPEN SPACE MASTER PLAN ELEMENT AS PROVIDED BY JEFF WINSTON, AND OTHER MATTERS RELATED THERETO (1-0023)** - At the request of the Committee, Mr. Krahn and Mr. Guzman prepared and distributed a Matrix of City Staff Activities and a draft prioritization of the Implementation Recommendations. Acting Chairperson Scott expressed his appreciation for staff's preparation of the requested materials. The Committee and staff then reviewed and revised the draft Implementation Recommendations. Revisions included: an additional recommendation regarding an ongoing effort specifically aimed at the Forest Service planning process and a more general implementation to work in conjunction with the BLM and the Forest Service on their respective planning and monitoring efforts. Discussion ensued with regard to assignment of open space responsibilities to the Parks and Recreation Department and Mr. Kastens' willingness to return to the Open Space Advisory Committee to discuss the parameters of the same and/or additional funding should the need arise. Mr. Kastens assured the Committee the Parks and Recreation Department is comfortable with the present master plan recommendations and that he would have no problem returning to the Committee to discuss open space responsibilities and/or funding. He emphasized the Committee's active involvement in open space acquisition and management being a factor for success of the master plan. Further revisions to the

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Implementation Recommendations included: more specificity regarding the Open Space Advisory Committee's role in the Planning Commission/Board of Supervisors review process (Recommendation 4); and moving Recommendations 14 and 24 to the short range category. Mr. Guzman and Mr. Sullivan explained the residential park construction tax law which requires collection of tax or dedication of land toward state parks and discussion ensued with regard to the same. Mr. Guzman then explained the Urban Service Boundary (the blue line), a tool of the master plan land use element. It represents the area in which the City is willing to invest resources toward expansion of services, including water lines, sewer lines, libraries, parks, fire, police, schools, etc. Potential developments outside the blue line cannot be developed with the same intensity as developments inside the blue line. An example is the potential subdivision discussed at the last meeting for which the master plan blue line will have to be amended in order to be served by City utilities and services. The Master Plan amendment process is conducted only twice a year and requires that the developer conduct studies to demonstrate that services can be provided to the potential development. In many cases, it means the developer would be required to build such things as a water tank or a road. The blue line has the affect of keeping development within areas that can be served by the City. Discussion ensued with regard to the value of detailed analyses in Recommendations 20, 22 and 23. At the suggestion of Member Quilici, Acting Chairperson Scott read Recommendation 14 into the record. Mr. Guzman advised that Community Development is currently working on the hillside development ordinance and defining the skyline boundary and discussion ensued regarding the same. Design guidelines for Carson City are also being developed as a separate project and discussion regarding a time table for these projects followed. Committee consensus was to informally accomplish Recommendation 14 until development of a plan or manual specifying the restrictions could be finalized. Discussion regarding a workshop session followed and Mr. Sullivan suggested involving Development Engineering in the process. Acting Chairperson Scott read recommendation 20 into the record. Discussion ensued with regard to conducting a detailed analysis, and separating Purchase of Development Rights and Transferable Development Credits into two recommendations. Consensus was to create a new category for low priority recommendations and to place recommendation 20 into it. Further revisions to the Implementation Recommendations section included: revisions to wording in Recommendation 22; adding introductory language to the section; and including the Carson River Corridor in Recommendation 3. Committee consensus was to allow staff to make minor changes as necessary. Mr. Sullivan commended Mr. Krahn, Mr. Kastens and Mr. Guzman for preparation of the draft prioritization of Implementation Recommendations. Mr. Guzman suggested adding language to Recommendation 2 with regard to keeping City departments, such as the Finance Department, informed and involved in the purchase of open space lands. The Committee then reviewed the Draft Open Space Master Plan, beginning with page 34. Suggested revisions included removing the sentence directly beneath Table A; adding an introductory sentence/general summary; arranging the Physical Features in alphabetical order to show there is no bias; and changing the title of the form to "Open Space Guidelines." Discussion and revisions to the Preliminary Policies section included the addition of a sentence regarding funding of improvements from Question 18 Parks Capital; erosion control, slope stabilization, drainage stabilization, weed control and fire protection issues important to the preservation of open space; affording public access to open space lands, but not committing to build it; not limiting what open space funds may be used to purchase; determining that contact with property owners will be through the Chairperson of the Open Space Advisory Committee; whether or not to restrict open space lands for use of rights-of-way for roads or development of infrastructure; being careful not to create utility corridors, but not precluding revenue generating underground utilities; the stance of the Committee that above-ground power lines are most obtrusive to open space; incorporating language that the intent of the Open Space Advisory Committee with regard to road access is for servicing of open space areas; distinguishing existing roads from new roads; adding language that "In special instances, Open Space lands may be used for rights-of-way, etc. if they have been previously identified in the City's Master Plan"; placing a time frame on restoring open space lands following installation of utilities; the difference between active recreation areas and open space; and incorporating language regarding the rules and regulations of the Nevada Division of Wildlife in control of removal or destruction of native species. Mr. Sullivan advised he will submit the final draft master plan to the Historic Architectural Review Commission for input regarding "significant historic, archeological and ethnographic values on Open Space lands." Member Fischer moved to deliver to Jeff Winston this final version with all the comments made this evening and that the Committee is finished until the public hearing process. Member Jacquet seconded the motion. Motion carried 4-0-3-0.

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(1-1675) - Mr. Krahn reviewed the colored maps contained in the members' packets. He referred the Committee members to the memo from Jeff Winston in the Draft Open Space Master Plan and discussed the shaded relief map. Discussion ensued with regard to revisions, allowing staff to rework the shaded relief map, differentiating between City parks, schools, and open space, and Mr. Ingbar's contract. Member Fischer moved that if the Committee is at budget at this time, no more than \$250 be expended to complete the maps. Member Quilici seconded the motion. Discussion ensued regarding whether or not \$250 is enough; the critical nature of the maps; and producing the draft master plan with the existing maps for the public hearing process, receiving input and making revisions accordingly. Member Fischer withdrew his motion and Member Quilici withdrew his second. Member Fischer moved to go forward with the existing mapping for the public draft. Member Jacquet seconded the motion. Motion carried 4-0-3-0.

(1-1981) - Mr. Krahn reviewed the Matrix of City Staff Activities produced at the request of the Committee. Discussion regarding the impact on staff and the general public's perception of staff being involved in open space followed. Mr. Kastens discussed Mr. Krahn's involvement in open space activities and the fact that a portion of his position is funded for the same. Mr. Sullivan discussed the impact of the Open Space Master Plan on his staff and that they enjoy working on open space issues. (Alternate Member Pacheco left the meeting at 8:10 p.m.) He assured the Committee he will keep them informed should open space activities begin impacting his department beyond their ability to address other responsibilities. Acting Chairperson Scott expressed appreciation, on behalf of the Committee, for staff's interest and assistance. Member Fischer commended the staff for their commitment and expertise.

**G. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS (NON-ACTION ITEMS)**

**G-1. CONSULTANT REPORT (1-2414) - None.**

**G-2. GENERAL COMMITTEE MEMBER COMMENTS (1-2416) -** Acting Chairperson Scott requested input with regard to the progress of addressing the noxious weed issue. Mr. Sullivan advised the Board of Supervisors had allocated \$15,000 for weed abatement and discussion ensued with regard to the efforts of John Flansberg, Streets Operations Manager, in addressing the issue. Acting Chairperson Scott expressed a concern regarding the weeds along Curry Street turning to seed and being spread by passing vehicles to C-Hill. Mr. Kastens assured the Committee that staff will look into the matter and report back.

**G-3. GENERAL STAFF COMMENTS (1-2506) -** Mr. Krahn discussed returning the revised master plan, with this meeting's comments/ suggestions incorporated, to the Committee members for review.

**G-4. COMMITTEE ITEMS AND DATES (1-2464) -** Discussion regarding issues to be addressed at the June 7 meeting ensued.

**H. ADJOURNMENT (1-2542) -** Member Quilici moved to adjourn the meeting at 8:21 p.m. Member Fischer seconded the motion. Motion carried 4-0-3-0.

The Minutes of the May 24, 1999 meeting of the Carson City Open Space Advisory Committee

ARE SO APPROVED \_\_\_\_\_, 1999.

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STEVE HARTMAN, Chairperson