

CARSON CITY PLANNING COMMISSION

Minutes of the August 25, 2010 Meeting

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A regular meeting of the Carson City Planning Commission was scheduled for 5:00 p.m. on Wednesday, August 25, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Mark Kimbrough
Vice Chairperson Craig Mullet
Commissioner Malkiat Dhami
Commissioner Daniel Heath
Commissioner James Shirk
Commissioner William Vance

STAFF: Lee Plemel, Planning Division Director
Jennifer Pruitt, Principal Planner
Jeff Sharp, City Engineer
Joel Benton, Senior Deputy District Attorney
Kathleen King, Recording Secretary

NOTE: A recording of these proceedings, the commission's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

A. CALL TO ORDER, DETERMINATION OF A QUORUM, AND PLEDGE OF ALLEGIANCE (4:58:57) - Chairperson Kimbrough called the meeting to order at 4:58 p.m. Roll was called; a quorum was present. Commissioner Wendell was absent. Commissioner Shirk led the pledge of allegiance.

B. COMMISSION ACTION ON APPROVAL OF MINUTES - July 28, 2010 (5:00:11) - Commissioner Vance moved to approve the minutes. Commissioner Dhami seconded the motion. Motion carried 6-0.

C. MODIFICATION OF AGENDA (5:00:42) - None.

D. PUBLIC COMMENTS (5:00:47) - None.

E. STAFF PUBLIC SERVICE ANNOUNCEMENTS (5:01:22) - None.

F. DISCLOSURES (5:01:27) - None.

G. CONSENT AGENDA (5:01:34) - None.

H. PUBLIC HEARING MATTERS:

H-1. SUP-05-132 ACTION TO CONSIDER A REQUIRED FIVE-YEAR REVIEW OF AN EXISTING SPECIAL USE PERMIT FOR RICHARD ATKINS (PROPERTY OWNER: RICHARD ATKINS) FOR FOUR METAL STORAGE CONTAINERS, ON PROPERTY ZONED GENERAL COMMERCIAL (GC), LOCATED AT 4261 HIGHWAY 50 EAST, APN 008-292-27 (5:02:44) - Chairperson Kimbrough introduced this item. Mr. Plemel reviewed the agenda materials in conjunction with displayed slides. He reviewed the public noticing process, as outlined in the agenda report, and

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advised of having received no comments. He noted having received no comments or complaints within the last five years. He further noted staff's recommendation of approval, subject to the conditions outlined in the staff report. He reviewed condition of approval 5, providing for administrative review of the special use permit in August 2015.

(5:06:34) Cindy Porcello, representing Atkins House of Carpet, introduced herself for the record. She acknowledged having reviewed the agenda materials, and her agreement with the conditions of approval.

Chairperson Kimbrough entertained commissioner questions and public comments. When none were forthcoming, he entertained a motion. **Commissioner Vance moved to approve SUP-05-132, a special use permit request from Richard W. Atkins / Atkins Carpet, a five-year renewal of four metal storage containers permanently placed on property in the general commercial zoning district, located at 4261 Highway 50 East, APN 008-292-27, based on findings and subject to conditions of approval contained in the staff report. Commissioner Heath seconded the motion. Motion carried 6-0.**

H-2. SUP-10-044 ACTION TO CONSIDER A REQUIRED FIVE-YEAR REVIEW OF AN EXISTING SPECIAL USE PERMIT FOR PAUL POLICHIO (PROPERTY OWNER: POLICHIO FAMILY 1998 TRUST) FOR A BILLBOARD, ON PROPERTY ZONED GENERAL COMMERCIAL (GC), LOCATED AT 2794 HIGHWAY 50 EAST, APN 008-161-07 (5:08:57) - Chairperson Kimbrough introduced this item. Mr. Plemel oriented the commissioners to the location of the subject sign, using a displayed slide, and reviewed the agenda materials in conjunction with additional displayed slides. He noted staff's recommendation of approval, subject to the conditions outlined in the staff report.

(5:11:14) Robert Polichio acknowledged having reviewed the agenda materials, and his agreement with the conditions of approval. He thanked the commission for their consideration.

Chairperson Kimbrough entertained commissioner questions and public comments. When none were forthcoming, he entertained a motion. **Vice Chairperson Mullet moved to approve SUP-10-044, a special use permit request from Polichio Family 1998 Trust to allow the continued use of a double-faced, maximum 28 feet high, 10 feet by 40 feet or 400 square feet, off-premises billboard sign, on property zoned general commercial, located at 2794 Highway 50 East, APN 008-161-07, based on the findings and subject to the conditions of approval contained in the staff report. Commissioner Dhami seconded the motion. Motion carried 6-0.**

H-3. SUP-10-043 ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM JOANNE HOLMES (PROPERTY OWNER: CARRINGTON COMPANY) FOR THE ADDITION OF TWO, FREESTANDING SHOPPING CENTER SIGNS AT THE CARSON MALL, ON PROPERTY ZONED RETAIL COMMERCIAL (RC), LOCATED AT 1313 SOUTH CARSON STREET, APN 004-011-01 AND -02 (5:13:38) - Chairperson Kimbrough introduced this item. Ms. Pruitt reviewed the agenda materials in conjunction with displayed slides. She reviewed the public noticing process, as outlined in the agenda materials, noting seven letters of support for the subject special use permit application. "The majority of the support letters are from people who have businesses in the mall as well as a ... letter from the Chamber of Commerce, dated August 3rd." Ms. Pruitt further noted that, if the special use permit is approved, the proposed Stewart Street signage will require a building permit. She reviewed agenda materials submitted to the commissioners and staff as "late information."

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In response to a question, Ms. Pruitt reviewed that portion of the staff report relevant to existing sign D, located on a parcel adjacent to the subject parcel. She pointed out the two contiguous parcels, using a displayed slide, and responded to additional questions of clarification. In response to a further question, she referred to Exhibit A, included in the agenda materials, depicting proposed sign A. In response to a further question, she reviewed Carson City Municipal Code, Development Standard 4.7.4, relative to the square footage for a free-standing shopping center sign. She clarified that, due to the parcel's two street frontages, the property is allowed two free-standing signs. In response to a further question, she provided additional clarification relative to the requirement for a special use permit. She responded to additional questions regarding other shopping center signs around town. Mr. Plemel noted that a shopping center is defined, in the municipal code, as having at least five businesses. In response to a question, Ms. Pruitt advised that auto dealership signs are under a separate category in the municipal code. In response to a further question, she advised that the municipal code allows a shopping center two freestanding signs. She clarified that the subject property was developed in 1966, and noted changes to the code over the years. In response to a further question, she advised that special use permits are considered on a case-by-case basis. Discussion followed, and Mr. Plemel noted staff's recommendation of approval consistent with "prior approvals in size and number."

(5:33:24) Joanne Holmes, representing The Carrington Company, expressed appreciation to Ms. Pruitt and Mr. Plemel for their assistance with the application materials. Ms. Holmes provided background information on the remodel project at the Carson Mall, and reviewed the application materials. Chairperson Kimbrough commended the improvements and the new tenants. Ms. Holmes acknowledged having read all the conditions of approval and her agreement with the same.

In response to a question, Ms. Pruitt explained the method by which signage area is calculated. In response to a question, Ms. Holmes provided additional background information on the phased remodel project. She expressed a preference to re-do existing signs B and C. She responded to questions regarding the proposed location for sign A. She advised of no intent to remove landscape relative to sign A.

Chairperson Kimbrough entertained public comment and, when none was forthcoming, additional commissioner discussion, comments, or a motion. **Commissioner Heath moved to approve SUP-10-043, a special use permit application to allow an increase in sign area and an increase in the number of freestanding signs allowed, on a property zoned retail commercial, as requested by the applicant, located at 1313 and 1457 South Carson Street, APNs 004-011-01 and 004-011-02, based on the findings and conditions of approval contained in the staff report. Commissioner Shirk seconded the motion. Motion carried 6-0.**

I. STAFF REPORTS

I-1. COMMISSIONER REPORTS / COMMENTS (5:49:24) - In response to a question, Mr. Plemel advised that the Community Challenge Planning Grant application will be submitted to the Department of Housing and Urban Development. The application will be submitted jointly with the U.S. Department of Transportation. "It's intended to combine transportation, housing, and those types of policies for comprehensive planning." In response to a further question, Mr. Plemel advised that the Fairview Drive corridor is identified as a mixed-use corridor in the comprehensive master plan approved in 2006.

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I-2. DIRECTOR'S REPORT TO THE PLANNING COMMISSION AND FUTURE AGENDA ITEMS (5:42:57) - Mr. Plemel advised that the subject item would be listed prior to commissioner reports / comments on future agendas. He reported that the commission's recommendation relative to the right-of-way abandonment application on North Division and North Minnesota Streets was approved by the Board of Supervisors at their August 19th meeting. He provided background information on the Community Challenge Planning Grant application which was approved by the Board of Supervisors for submittal at their August 19th meeting. "We're going to request \$100,000 for a planning grant to do a specific plan and mixed-used zoning along the Fairview Drive corridor." Mr. Plemel further reported that the Planning Division will be signing up for American Planning Association web training classes for later this year and the beginning of next year. He reviewed the tentative September commission agenda.

For the benefit of the new commissioners, Mr. Plemel explained the staff's recommended motion format which includes conditions of approval as written in the staff report. If the commission agrees with the conditions and the findings, as written in the staff report, the recommended motion should be read into the record. This ensures a clear record. Mr. Plemel advised that any modifications to the conditions of approval should be clarified as part of the motion. This also ensures a clear record. In addition, Mr. Plemel requested the commissioners to request clarification of motions, whenever necessary, prior to voting. He further requested the commissioners to provide input and feedback relative to additional training needed or additional information to be included in the staff reports.

J. ACTION TO ADJOURN (5:50:48) - Vice Chairperson Mullet moved to adjourn the meeting at 5:50 p.m. The motion was seconded and carried 6-0.

The Minutes of the August 25, 2010 Carson City Planning Commission meeting are so approved this 29th day of September, 2010.

MARK KIMBROUGH, Chair