

CARSON CITY PLANNING COMMISSION

Minutes of the March 27, 2013 Meeting

Page 1

DRAFT

A regular meeting of the Carson City Planning Commission was scheduled for 5:00 p.m. on Wednesday, March 27, 2013 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson William Vance
Vice Chairperson George Wendell
Commissioner Malkiat Dhami
Commissioner Paul Esswein
Commissioner Mark Kimbrough
Commissioner Mark Sattler
Commissioner Kent Steele

STAFF: Lee Plemel, Planning Division Director
Joseph Ward, Senior Deputy District Attorney
Kathleen King, Deputy Clerk / 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 (5:00:31) - Chairperson Vance called the meeting to order at 5:00 p.m. Roll was called; a quorum was present. At Chairperson Vance's request, Commissioner Kimbrough led the pledge of allegiance.

B. PUBLIC COMMENTS (5:01:17) - Chairperson Vance entertained public comment; however, none was forthcoming.

C. POSSIBLE ACTION ON APPROVAL OF MINUTES - February 27, 2013 (5:02:21) - Chairperson Vance introduced this item, and entertained a motion. Commissioner Steele moved to approve the minutes. Commissioner Sattler seconded the motion. Motion carried 7-0.

D. MODIFICATION OF AGENDA (5:02:36) - Chairperson Vance entertained modifications to the agenda; however, none were forthcoming.

E. DISCLOSURES (5:02:49) - None.

F. CONSENT AGENDA (5:03:04) - Chairperson Vance introduced and provided an overview of the consent agenda, and entertained requests to hear items separately. He entertained public comment; however, none was forthcoming. Mr. Plemel provided additional clarification of the purpose and function of the consent agenda. Chairperson Vance again entertained requests to hear items separate from the consent agenda; however, none were forthcoming. Mr. Plemel responded to questions of clarification regarding the function of the consent agenda.

Chairperson Vance entertained a motion. **Vice Chairperson Wendell moved to approve the consent agenda, as posted, consisting of nine special use permit applications for five-year renewals of previously-approved, existing billboards at various locations. Commissioner Sattler seconded the motion. Motion carried 7-0.** Chairperson Vance thanked Mr. Plemel and Planning Division staff for combining the items as part of the consent agenda.

CARSON CITY PLANNING COMMISSION

Minutes of the March 27, 2013 Meeting

Page 2

DRAFT

F-1. SUP-13-011 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM CLEAR CHANNEL (PROPERTY OWNER: JAMES G. HOLMES FAMILY, LTD., ET AL.), FOR A FIVE-YEAR REVIEW OF A PREVIOUSLY-APPROVED SPECIAL USE PERMIT TO ALLOW THE CONTINUED USE OF AN EXISTING OFF-PREMISES BILLBOARD, ON PROPERTY ZONED RETAIL COMMERCIAL (“RC”), LOCATED AT 3590 NORTH CARSON STREET, APN 007-462-03

F-2. SUP-13-012 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM CBS OUTDOOR, INC. (PROPERTY OWNER: CARL NORRIS), FOR A FIVE-YEAR REVIEW OF A PREVIOUSLY-APPROVED SPECIAL USE PERMIT TO ALLOW THE CONTINUED USE OF AN EXISTING OFF-PREMISES BILLBOARD, ON PROPERTY ZONED GENERAL COMMERCIAL (“GC”), LOCATED AT 5100 SOUTH CARSON STREET, APN 009-301-06

F-3. SUP-13-013 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM CBS OUTDOOR, INC. (PROPERTY OWNER HALL INTERNATIONAL, LLC), FOR A FIVE-YEAR REVIEW OF A PREVIOUSLY-APPROVED SPECIAL USE PERMIT TO ALLOW THE CONTINUED USE OF AN EXISTING OFF-PREMISES BILLBOARD, ON PROPERTY ZONED GENERAL COMMERCIAL (“GC”), LOCATED AT 4849 COCHISE STREET, APN 009-282-02

F-4. SUP-13-014 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM YOUNG ELECTRIC SIGN COMPANY (PROPERTY OWNER: TRI-STAR HOUSING CORP.), FOR A FIVE-YEAR REVIEW OF A PREVIOUSLY-APPROVED SPECIAL USE PERMIT TO ALLOW THE CONTINUED USE OF AN OFF-PREMISES BILLBOARD, ON PROPERTY ZONED GENERAL COMMERCIAL (“GC”), LOCATED AT 1991 HIGHWAY 50 EAST, APN 008-152-22

F-5. SUP-13-015 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM YOUNG ELECTRIC SIGN COMPANY (PROPERTY OWNER: BEA INVESTMENTS, LLC), FOR A FIVE-YEAR REVIEW OF A PREVIOUSLY-APPROVED SPECIAL USE PERMIT TO ALLOW THE CONTINUED USE OF AN EXISTING OFF-PREMISES BILLBOARD, ON PROPERTY ZONED GENERAL INDUSTRIAL (“GI”), LOCATED AT 6369 HIGHWAY 50 EAST, APN 008-522-11

F-6. SUP-13-016 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM YOUNG ELECTRIC SIGN COMPANY (PROPERTY OWNER: JEANNIE WHITE AND BRUCE SANDERS), FOR A FIVE-YEAR REVIEW OF A PREVIOUSLY-APPROVED SPECIAL USE PERMIT TO ALLOW THE CONTINUED USE OF AN OFF-PREMISES BILLBOARD, ON PROPERTY ZONED GENERAL COMMERCIAL (“GC”), LOCATED AT 5200 SOUTH CARSON STREET, APN 009-301-05

F-7. SUP-13-017 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM HARVEY’S LAKE TAHOE MANAGEMENT, INC. (PROPERTY OWNER: HARRAH’S CLUB), FOR A FIVE-YEAR REVIEW OF A PREVIOUSLY-APPROVED SPECIAL USE PERMIT TO ALLOW THE CONTINUED USE OF AN EXISTING OFF-PREMISES BILLBOARD, ON PROPERTY ZONED GENERAL COMMERCIAL (“GC”), LOCATED AT 4900 SOUTH CARSON STREET, APN 009-284-01

CARSON CITY PLANNING COMMISSION

Minutes of the March 27, 2013 Meeting

Page 3

DRAFT

F-8. SUP-13-018 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM REAGAN OUTDOOR ADVERTISING (PROPERTY OWNER: SIMONS 1990 TRUST), FOR A FIVE-YEAR REVIEW OF A PREVIOUSLY-APPROVED SPECIAL USE PERMIT TO ALLOW THE CONTINUED USE OF AN EXISTING OFF-PREMISES BILLBOARD, ON PROPERTY ZONED GENERAL INDUSTRIAL (“GI”), LOCATED AT 5740 HIGHWAY 50 EAST, APN 008-391-07

F-9. SUP-13-019 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT REQUEST FROM REAGAN OUTDOOR ADVERTISING (PROPERTY OWNER: ESPERANZA DUFUR), FOR A FIVE-YEAR REVIEW OF A PREVIOUSLY-APPROVED SPECIAL USE PERMIT TO ALLOW THE CONTINUED USE OF AN EXISTING OFF-PREMISES BILLBOARD, ON PROPERTY ZONED GENERAL COMMERCIAL (“GC”), LOCATED AT 4769 SOUTH CARSON STREET, APN 009-287-02

G. PUBLIC HEARING MATTERS:

G-1. SUP-13-022 POSSIBLE ACTION TO CONSIDER A SPECIAL USE PERMIT APPLICATION FROM THE CARSON CITY PARKS AND RECREATION DEPARTMENT (PROPERTY OWNER: CARSON CITY), TO REPLACE THE EXISTING COMMUNITY CENTER SIGN ON EAST WILLIAM STREET WITH A NEW, CHANGEABLE MESSAGE CENTER DISPLAY SIGN AT THE SAME LOCATION, INCLUDING THE SAME SETBACK AND SIGN AREA, AND INCREASING THE MAXIMUM HEIGHT OF THE SIGN FROM 16 TO 20 FEET, ON PROPERTY ZONED PUBLIC REGIONAL (“PR”), LOCATED AT 851 EAST WILLIAM STREET, APN 002-181-01 (5:07:45) - Chairperson Vance introduced this item, and Mr. Plemel reviewed the agenda materials in conjunction with displayed slides. Chairperson Vance entertained comments or questions of the commissioners and, when none were forthcoming, invited the applicant’s representative to the podium.

(5:15:01) Steve Reynolds, of SignPro, provided background information on development of the proposed design, and expressed agreement with the conditions of approval included in the staff report. Mr. Plemel acknowledged no response from the public noticing process outlined in the staff report. Mr. Reynolds and Mr. Plemel responded to questions regarding the power source, the setback, and the right-of-way. In response to a further question, Mr. Reynolds advised that the proposed sign was not designed “at this time ... to carry a banner on it.” In response to a comment, Mr. Reynolds clarified “we’re not applying for the square footage allowance to put banners on the sign.” In response to a question, Parks and Recreation Department Director Roger Moellendorf indicated no problem stipulating to the elimination of banners. Mr. Plemel provided background information on the previously-approved existing banner area. In response to a question of clarification, he advised that the current sign is approved for a total of 156 square feet, including 60 square feet of banner area. He advised that the proposed sign won’t be larger than the total approved area. Discussion followed and, in response to a further question, Mr. Reynolds advised that the proposed sign will not exceed 20 feet in height.

Mr. Moellendorf assured the commission that the Parks and Recreation Department is supportive of no banners on the sign. He reiterated a willingness to stipulate to an additional condition of approval. Chairperson Vance entertained additional questions of the applicant and applicant’s representative and, when none were forthcoming, entertained public comment.

(5:28:40) Carson City Chamber of Commerce Executive Director Ronni Hannaman expressed support for the proposed sign, and anticipated the commission’s approval.

CARSON CITY PLANNING COMMISSION

Minutes of the March 27, 2013 Meeting

Page 4

DRAFT

Chairperson Vance entertained additional public comment and, when none was forthcoming, a motion. **Commissioner Sattler moved to approve SUP-13-022, a special use permit to allow replacement of the existing Community Center sign with an LED changeable message center display sign, no larger than the existing sign of approximately 156 square feet, and an increase in sign height from approximately 16 feet to up to 20 feet, with the same setback as the existing sign, based on the findings and subject to the conditions of approval in the staff report. Commissioner Dhami seconded the motion.** In response to a comment, **Commissioner Sattler amended his motion to add a condition of approval that no banners are allowed to be affixed to the sign in any way. Vice Chairperson Wendell seconded the amendment. Motion carried 7-0.**

G-2. VAR-13-010 POSSIBLE ACTION TO CONSIDER A VARIANCE APPLICATION, FROM RENOWN HOSPITAL (PROPERTY OWNER: WELLS FARGO BANK) TO REDUCE THE NUMBER OF REQUIRED ON-SITE PARKING SPACES FROM 50 TO 42 FOR MEDICAL OFFICES IN AN EXISTING 10,000 SQUARE FOOT OFFICE BUILDING, ON PROPERTY ZONED RETAIL COMMERCIAL - PLANNED UNIT DEVELOPMENT (“RC - P”), LOCATED AT 3461 GS RICHARDS BOULEVARD, APN 007-461-31 (5:31:14) - Chairperson Vance introduced this item, and Mr. Plemel reviewed the agenda materials in conjunction with displayed slides. He reviewed the public noticing process, as outlined in the staff report, and advised of having received a written concern relative to overflow parking at the subject site. He read condition of approval 6 into the record, responded to questions of clarification, and discussion ensued. Chairperson Vance entertained additional questions of the commissioners and, when none were forthcoming, invited the applicant to the podium.

(5:46:13) Andy Derling, of Wood Rodgers representing the applicant, introduced himself for the record and expressed agreement with the conditions of approval included in the staff report. In reference to Mr. Plemel’s comments and the ensuing discussion, Mr. Derling advised that “the parking to the east is ... probably first used for staff parking would be our anticipation, and ... the on-street parking is extremely convenient ... with access to the front of the building and we anticipate that being utilized as well.” In response to a question, he advised that medical offices will occupy the building. In response to a further question, he explained that “the building is 10,000 ... gross square footage at this point. When you do the parking calculations, off of the gross square footage, it doesn’t account for storage rooms and filing rooms and general office for administrative staff ... our parking regulations and calculations ... a lot of times are ... sort of a best fit analysis and ... get ... us in that range of an average of what is anticipated ...” In response to a further question, he clarified the differences between a round-about and a traffic circle.

Chairperson Vance entertained public comment and, when none was forthcoming, a motion. **Vice Chairperson Wendell moved to approve VAR-13-010, a variance to reduce the number of required on-site parking spaces for medical offices, from 50 to 42, for an existing office building located at 3641 GS Richards Boulevard, APN 007-461-31, based on the findings and subject to the recommended conditions of approval in the staff report. Commissioner Dhami seconded the motion. Motion carried 7-0.**

G-3. RESOLUTION 2013-PC-1 ACTION TO ADOPT RESOLUTION 2013-PC-1, COMMENDING JENNIFER PRUITT FOR 15 YEARS OF SERVICE WITH THE PLANNING DIVISION (5:51:46) - Chairperson Vance introduced this item, and Mr. Plemel referred to a recent picture of Ms. Pruitt which was displayed in the meeting room. At Chairperson Vance’s request, Mr. Plemel read into the record the language of the resolution included in the agenda materials. Mr. Plemel thanked Chairperson Vance and Commissioner Kimbrough for their assistance in composing the language of the resolution.

CARSON CITY PLANNING COMMISSION

Minutes of the March 27, 2013 Meeting

Page 5

DRAFT

In response to a question, Mr. Plemel advised that the resolution would be framed and sent to Ms. Pruitt. Chairperson Vance entertained comments of the commissioners. Commissioner Dhami commended the language of the resolution as very true of Ms. Pruitt. The commissioners commended Ms. Pruitt's professionalism and courtesy. Chairperson Vance entertained a motion. **Vice Chairperson Wendell moved to approve the resolution. Commissioner Sattler seconded the motion. Motion carried 7-0.** Chairperson Vance entertained public comment; however, none was forthcoming.

H. STAFF REPORTS

H-1. DIRECTOR'S REPORT TO THE PLANNING COMMISSION AND FUTURE AGENDA ITEMS (5:56:16) - Mr. Plemel advised of several public workshops relative to the proposed Carson Street narrowing project. He offered to provide the commissioners with the next public workshop date. He reviewed the tentative agenda for the April commission meeting.

H-2. COMMISSIONER REPORTS / COMMENTS - None.

I. PUBLIC COMMENTS (6:00:55) - Chairperson Vance noted there were no other citizens present in the meeting room.

J. ACTION ON ADJOURNMENT (6:00:59) - Commissioner Sattler moved to adjourn the meeting at 6:00 p.m. Commissioner Steele seconded the motion. Motion carried 7-0.

The Minutes of the March 27, 2013 Carson City Planning Commission meeting are so approved this _____ day of May, 2013.

WILLIAM VANCE, Chair