

**MINUTES**  
**Regular Meeting**  
**Carson City Planning Commission**  
**Wednesday, August 26, 2015 ● 5:00 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Commission Members**

<b>Vice Chair – Paul Esswein</b>	<b>Commissioner – Victor Castro</b>
<b>Commissioner – Monica Green</b>	<b>Commissioner – Elyse Monroy</b>
<b>Commissioner – Walt Owens</b>	<b>Commissioner – Daniel Salerno</b>
<b>Commissioner – Mark Sattler</b>	

**Staff**

Lee Plemel, Community Development Director  
Susan Dorr Pansky, Planning Manager  
Danny Rotter, Engineering Manager  
Joseph Ward, Deputy District Attorney  
Tamar Warren, Deputy Clerk/ Recording Secretary

**NOTE:** A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and are available for review during regular business hours.

An audio recording of this meeting is available on [www.Carson.org/minutes](http://www.Carson.org/minutes).

**A. ROLL CALL, DETERMINATION OF QUORUM, AND PLEDGE OF ALLEGIANCE (4:59:34) –** Vice Chairperson Esswein called the meeting to order at 4:59 p.m., and welcomed new Planning Commissioner Elyse Monroy. Roll was called and quorum was present. Commissioner Sattler led the Pledge of Allegiance.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Vice Chairperson Paul Esswein	Present	
Commissioner Victor Castro	Absent	
Commissioner Monica Green	Present	
Commissioner Elyse Monroy	Present	
Commissioner Walt Owens	Present	
Commissioner Daniel Salerno	Present	
Commissioner Mark Sattler	Present	

**B. PUBLIC COMMENTS (5:00:48) – None.**

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES – JULY 28, 2015.**

**(5:01:28) – MOTION: I move to approve the minutes of the July 28, 2015 meeting as presented.**

<b>RESULT:</b>	<b>APPROVED (5-0-1)</b>
<b>MOVER:</b>	Salerno
<b>SECONDER:</b>	Green
<b>AYES:</b>	Esswein, Green, Owens, Salerno, Sattler
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	Monroy
<b>ABSENT:</b>	Castro

**D. MODIFICATIONS OF AGENDA**

(5:02:01) – None. Mr. Plemel noted that items F5(a) and F5(b) will be addressed together as they pertained to the same project.

**E. DISCLOSURES**

(5:02:50) – None.

**F. PUBLIC HEARING MATTERS****F-1 FOR POSSIBLE ACTION: TO ELECT A PLANNING COMMISSION CHAIRMAN AND VICE-CHAIRMAN FOR THE TERM ENDING IN JULY 2016.**

(5:03:05) – Vice Chairperson Esswein reviewed the public hearing process and introduced the item.

**(5:04:36) – Commissioner Salerno nominated Vice Chairperson Esswein to the position of Chair. The nomination was seconded by Commissioner Sattler. There were no other nominations. The nomination carried 6-0-0.**

**(5:05:12) – Commissioner Salerno nominated Commissioner Sattler to the position of Vice Chair. The nomination was seconded by Chairperson Esswein. There were no other nominations. The nomination carried 6-0-0.**

**F-2 SUP-15-063 FOR POSSIBLE ACTION: TO CONDUCT A FIVE-YEAR REVIEW OF A PREVIOUSLY APPROVED SPECIAL USE PERMIT, SUP-05-132, GRANTED TO RICHARD AND DORIS ATKINS (PROPERTY OWNERS: ATKINS FAMILY TRUST 10/7/94) FOR FOUR EXISTING STORAGE CONTAINERS, ON PROPERTY ZONED GENERAL COMMERCIAL (GC), LOCATED AT 4261 HWY 50 EAST, APN 008-292-27.**

(5:05:45) – Chairperson Esswein introduced the item.

(5:06:30) – Ms. Pansky presented the agenda materials and related photographs, which are incorporated into the record.

(5:07:58) – Cynthia Porcello, Secretary and applicant representative, explained that she had read the conditions of approval and did not have any objections to them.

(5:08:30) – Commissioner Salerno was informed that the containers would be painted in the same color as the building.

There were no public comments.

**(5:08:56) – MOTION: I move to approve SUP-15-063, a Special Use Permit request from Richard and Doris Atkins (property owner: Atkins Family Trust 10/7/94), for a five-year review of four existing storage containers, 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.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Green
<b>SECONDER:</b>	Salerno
<b>AYES:</b>	Esswein, Green, Monroy, Owens, Salerno, Sattler
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro

**F-3 SUP-15-065 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FROM BETHLEHEM LUTHERAN SCHOOL (PROPERTY OWNER: BETHLEHEM LUTHERAN SCHOOL, (AGENT: JP COPOULOS) FOR A SPECIAL USE PERMIT TO ALLOW THE ADDITION OF CLASSROOMS TO AN EXISTING SCHOOL AND MODIFICATION OF THE SCHOOL SITE PLAYGROUND AND OUTSIDE SPORTS AREAS ON PROPERTY ZONED SINGLE FAMILY 6,000 (SF6), LOCATED AT 1845 MOUNTAIN ST., APN 001-111-33.**

(5:10:12) – Chairperson Esswein introduced the item.

(5:10:50) – Ms. Pansky presented the Staff Report which is incorporated into the record. Commissioner Salerno inquired about the playground equipment and was informed that it would also be relocated.

(5:15:00) – John Copoulos, Architect, introduced himself as the applicant’s representative, and stated that he had read the conditions of approval and inquired about clarification regarding a traffic study. Mr. Rotter clarified that this requirement had been fulfilled and was included in the late information, also incorporated into the record. Mr. Copoulos elaborated on the reasons for expansion, and noted that the student population had increased and that the parking lot was currently being used as a sports court. He also noted that a drainage issue on Ivy Street was impacting private properties and needed to be addressed with the City. Discussion ensued regarding the new playground area being very close to residences. Commissioner Salerno suggested planting shrubs to “improve the buffer” between the school and the residences.

(5:26:08) – Lonnie Karges introduced himself as the Principal of the school and explained that the proposed sports areas and the playground would be built for the safety of the children who now played in different areas. Vice Chairperson Sattler suggested moving the playground away from the residential areas.

**PUBLIC COMMENTS**

(5:30:11) – Jared Feser provided comments, in addition to his letter which is incorporated into the record, and expressed concern over the proximity of the courts to his home. Discussion ensued regarding swapping the court areas with the parking lot. It was also suggested having a gate access to Ivy Street.

(5:37:51) Barbara Nicholas, also an Ivy Street resident, explained that she had purchased her house because of the quiet neighborhood; however, she noted that in her letter, incorporated into the record, she had stated that the addition of the sport courts would “change the nature of the whole neighborhood” because of the noise. Ms. Nicholas also stated her agreement to having the playground near the Fritsch Elementary School instead.

(5:42:35) – Richard Yien, another Ivy Street resident, echoed the same concerns as Mr. Feser and Ms. Nicholas, and stated that he was opposed to the parking lot in order to maintain the safety of the neighborhood. He also requested the routing of construction equipment through the school parking lot and not through Ivy Street.

(5:45:45) – Linda Hardy, a resident of Ivy Street, explained that the noise would affect her elderly mother and preferred not to have a basketball court “right outside her bedroom window”.

(5:47:40) – Mr. Copoulos noted that they “would entertain the possibility of moving the courts to the south [side]”; however, he wished to understand how the drainage issues would be handled. Chairperson Esswein suggested restricting the Ivy Street use and locking the gates after school. Discussion ensued regarding construction equipment access from Mountain Street. Vice Chairperson Sattler reiterated the request of moving the playground area closer to Fritsch Elementary School and away from the residences on Ivy Street. Mr. Karges explained that they had considered the option; however, the main issue was the drainage. Commissioner Monroy suggested looking into the drainage of options and was in favor of reconfiguring the location of the sport courts. Further discussion ensued regarding drainage. Commissioner Owens was informed that should the move occur, both the sport courts and the playground would be moved. He also reminded the Commission that the Ivy Street access was not part of the Special Use Permit debate and cautioned against the discussion. Mr. Copoulos explained that should the playground and sport courts locations change, the project timeline would have to be changed. Chairperson Esswein suggested minimizing the construction equipment presence on Ivy Street.

(6:06:40) – Mr. Feser inquired about having access to his recreational vehicle (RV) should the easement be given to the church and Mr. Rotter informed him he would have the 10-foot driveway to access his RV. Mr. Yien reiterated his request to disallow construction equipment on Ivy Street and Vice Chairperson Sattler reminded everyone that the Commission could not limit activity on a public street.

**(6:14:11) – MOTION: “I move that the applicant submit to the Planning Department a plan that shows that the locked gate will be included on the north side, that the [sport] courts be located as close to the southerly property line and is reasonably close to the school’s buildings as possible, and that the drain be relocated so that this is possible without having a dangerous situation for the kids, and that the applicant have his construction people use the southerly access to the school rather than the street [Ivy Street] where the cul-de-sac is removed for locating and bringing in equipment and whatever is needed to do the grading. With that additional condition, I move to approve SUP-15-065, a Special Use Permit request from Bethlehem Lutheran School (property owner: Bethlehem Lutheran School, Agent: JP Copoulos) to allow the addition of classrooms to an existing school and modification of the school site playground and outside sports areas in the Single Family 6,000 (SF6) zoning district, located at 1845 Mountain St., APN 001-111-33, based on the findings and subject to conditions of approval contained in the Staff Report, plus the added conditions just mentioned.”**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Salerno
<b>SECONDER:</b>	Sattler
<b>AYES:</b>	Esswein, Green, Monroy, Owens, Salerno, Sattler
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro

(6:17:30) – Chairperson Esswein recessed the meeting.

(6:23:14) – Chairperson Esswein reconvened the meeting. A quorum was still present.

**F-4 SUP-14-081(A) FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FROM WSCC, INC. (PROPERTY OWNER: SANBAR) FOR A SPECIAL USE PERMIT TO INCREASE THE ALLOWED WALL SIGNAGE FROM 15 SQUARE FEET TO 140 SQUARE FEET, ON PROPERTY ZONED GENERAL COMMERCIAL (GC), LOCATED AT 2765 HWY 50 EAST, APN 008-312-12.**

(6:23:30) – Chairperson Esswein introduced the item.

(6:24:02) – Ms. Pansky presented the Staff Report, which is incorporated into the record.

(6:27:53) – John Krmptotic with KLS Planning in Reno introduced himself as the applicant’s representative. Mr. Krmptotic called the commercial corridor “intense” and noted that because of the retail zoning, they were asking for a sign that is half the size of that of a shopping center. He believed that the proposed sign was “very well done” and that it did not suggest “a hint of medical marijuana”. Mr. Krmptotic argued that the originally-approved signage would be similar to that of a pharmacy; however, he argued that because the area was in a retail/commercial zoning, he wished approval for a 140 foot sign. He also noted that the area speed limit on Highway 50 was 45 MPH, making it impossible to read the sign.

(6:32:14) – Vice Chairperson Sattler reminded Mr. Krmptotic that the dispensary clients would specifically go there to visit he facility; therefore, the sign would be low-key. Member Owens noted that the requested sign size would become an advertisement.

**PUBLIC COMMENT**

(6:37:14) – Jim Benson introduced himself as the owner of Benson’s Feed Store, located across from the medical marijuana dispensary, and noted that the applicants were aware of the 15 square foot size limitation when their application was approved. Mr. Krmptotic hoped that the Commission would at least consider the 30 foot sign. Commissioner Monroy believed that since the dispensaries had been represented as medical offices, it was appropriate for them to be treated as such. She also indicated that per the Staff Report, the signs were comparable to the other signs at that location, and that the establishment was not meant to solicit drive-by business; therefore she was in favor of the two 15 square-foot signs or the one thirty square-foot sign.

**(6:39:46) – MOTION: I move to approve a request to modify a previously-approved Special Use Permit for a Medical Marijuana Dispensary from WSCC, Inc. (property owner: Sanbar) to increase the allowed wall signage from 15 square feet to 30 square feet, on property zoned General Commercial (GC), located at 2765 Hwy 50 East, Suite A, APN 008-312-12, based on the findings and subject to conditions of approval contained in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Green
<b>SECONDER:</b>	Owens
<b>AYES:</b>	Esswein, Green, Monroy, Owens, Salerno, Sattler
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro

**F-5(a) SUP-15-066\* FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FROM HOP & MAE ADAMS FOUNDATION (PROPERTY OWNER: ADAMS 308 N CURRY LLC) FOR A SPECIAL USE PERMIT TO ALLOW AN INCREASE IN PERMITTED HEIGHT IN THE DOWNTOWN MIXED-USE (DTMU) ZONING DISTRICT AND TO ALLOW THE USE OF PROPERTY SPLIT ZONED DTMU AND RESIDENTIAL OFFICE (RO) WITH USES PER THE DTMU DEVELOPMENT STANDARDS, ON PROPERTY SPLIT-ZONED DTMU AND RO, LOCATED AT 308 N. CURRY ST., APN 003-228-01.**

**F-5(b) VAR-15-067\* FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FROM HOP & MAE ADAMS FOUNDATION (PROPERTY OWNER: ADAMS 308 N CURRY LLC) FOR A VARIANCE TO REDUCE THE REQUIRED FRONT AND STREET-SIDE YARD SETBACKS FROM 10 FEET TO 0 FEET FOR THE CONSTRUCTION OF A RESIDENTIAL DUPLEX AND GARAGES ON PROPERTY ZONED RESIDENTIAL OFFICE (RO), AND TO REDUCE THE REQUIRED SETBACK FROM A COMMERCIAL DEVELOPMENT TO A RESIDENTIAL ZONING DISTRICT FROM 30 FEET TO 0 FEET FOR AN ADDITION ON THE WEST SIDE OF THE EXISTING STRUCTURE WITHIN THE DOWNTOWN MIXED-USE (DTMU) ZONING DISTRICT, ON PROPERTY SPLIT-ZONED DTMU AND RO, LOCATED AT 308 N. CURRY ST., APN 003-228-01.**

(6:40:54) – Chairperson Esswein introduced the agenda items.

(6:43:01) – Ms. Pansky presented the Staff Report which is incorporated into the record. Commissioner Owens expressed concern over the reduction of parking spaces. Ms. Pansky explained that a Special Use Permit for off-site parking was one of the two options outlined in the conditions of approval in the Staff Report. Discussion ensued regarding the parking options.

(6:55:49) – Rob Darney, the project architect, and Miya MacKenzie, Chief Professional Officer of the Hop and Mae Adams Foundation, introduced themselves as the applicant representatives. Ms. MacKenzie gave background on the Foundation and its mission. Mr. Darney showed renderings and described the project and the site plan, incorporated into the record, and explained that the purpose for this type of structure was to draw visitors and businesses to the Downtown area, with full-time tenants and not seasonal occupants. Chairperson Esswein was in favor of having the structure closer to the street to eliminate parking in front of the garages. Discussion ensued regarding parking and the placement of the garages to avoid having “all the garage doors lined up”. Commissioner Monroy noted that projects and plans like this will “elevate” the neighborhood.

## **PUBLIC COMMENTS**

(7:16:05) – Jed Block who introduced himself as a business owner “a block away” and an area resident, spoke in favor of the project and noted that many of the street parking spaces will become available after business hours as the employees leave.

**(7:20:02) – MOTION: I move to approve SUP-15-066, a Special Permit Request from the Hop & Mae Adams Foundation (property owner: Adams 308 N Curry LLC) to allow an increase in permitted height in the Downtown Mixed-Use (DTMU) zoning district and to allow the use of property split zoned DTMU and Residential Office (RO) with uses per the DTMU development standards, on property split-zoned DTMU and RO, located at 308 N. Curry St., APN 003-228-01, based on the findings and subject the modified conditions of approval contained in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Salerno
<b>SECONDER:</b>	Sattler
<b>AYES:</b>	Esswein, Green, Monroy, Owens, Salerno, Sattler
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro

**(7:21:39) – MOTION: I move to approve VAR-15-067, a request from Hop & Mae Adams Foundation (property owner: Adams 308 N Curry LLC) for a Variance to reduce the required front and street-side yard setbacks from 10 feet to 0 feet for the construction of a residential duplex and garages on property zoned Residential Office (RO), and to reduce the required setback from a commercial development to a residential zoning district from 30 feet to 0 feet for an addition on the west side of the existing structure within the Downtown Mixed-Use (DTMU) zoning district, on property split-zoned DTMU and RO, located at 308 N. Curry St., APN 003-228-01, based on the findings and subject to the modified conditions of approval contained in the Staff Report.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Salerno
<b>SECONDER:</b>	Sattler
<b>AYES:</b>	Esswein, Green, Monroy, Owens, Salerno, Sattler
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	None
<b>ABSENT:</b>	Castro

**F-6 TPUD-15-069 FOR POSSIBLE ACTION: TO CONTINUE TO THE SEPTEMBER 30, 2015 PLANNING COMMISSION MEETING, A REQUEST FROM PROJECT ONE (PROPERTY OWNER: JACKSON FAM LIV TRUST 5/25/00) FOR A TENTATIVE PLANNED UNIT DEVELOPMENT OF 41 SINGLE FAMILY DETACHED RESIDENTIAL LOTS, INCLUDING A SPECIAL USE PERMIT TO ALLOW A RESIDENTIAL USE ON PROPERTY ZONED GENERAL COMMERCIAL (GC) AND VARIANCES TO ALLOW REDUCTION IN MINIMUM LOT SIZE, REDUCTION OF REQUIRED PARKING, REDUCTION OF REQUIRED OPEN SPACE AND REDUCTION OF REQUIRED PERIPHERY SETBACK, ON PROPERTY LOCATED AT 250 EAGLE STATION LANE, APN 009-123-38 & 39.**

(7:23:44) – Chairperson Esswein introduced the item.

(7:24:49) – Mr. Plemel requested continuing the agenda item to the next Commission meeting due to a noticing error, and encouraged the public to submit comments to the Planning Division. He also entertained public comments regarding the item.

(7:27:50) – Paula Ray, an area resident, noted her approval of the project because the area had become an “eyesore”. She also noted that there were too many homes in the area and only one way in, expressing concern that emergency vehicles may not be able to reach the residences in a timely manner. Ms. Ray also pointed out infrastructure issues such as drainage, weeds, sanitation, and other street issues.

(7:31:47) – MOTION: I move to continue this [agenda item] to the September, 30, 2015 meeting.

<b>RESULT:</b>	<b>APPROVED (5-0-0)</b>
<b>MOVER:</b>	Salerno
<b>SECONDER:</b>	Green
<b>AYES:</b>	Esswein, Green, Owens, Salerno, Sattler
<b>NAYS:</b>	None
<b>ABSTENTIONS:</b>	Monroy
<b>ABSENT:</b>	Castro

**G. STAFF REPORTS (NON-ACTION ITEMS)**

**G-1 DIRECTOR'S REPORT TO THE COMMISSION.**

(7:32:23) – Mr. Plemel stated that there were no items going to the Board of Supervisors this month. He also indicated that the “Greening William Street” Project Design Charrette with the EPA was being planned, and encouraged the public to get in touch with the Planning Division for participation.

**FUTURE AGENDA ITEMS**

(7:33:22) – Mr. Plemel explained that the Jackson Village Planned Unit Development on Eagle Station Lane, a storage container review, a Special Use Permit for multi-family residences and Retail Commercial on Garth Richards Boulevard, a Special Use Permit at 420 Clear Creek Road, and two Special Use Permits for accessory structures would be discussed.

**COMMISSIONER REPORTS/COMMENTS**

(7:34:19) – Commissioner Monroy thanked Staff and the Commission for making her feel welcomed and for bringing her up to speed on her first day.

**H. PUBLIC COMMENT**

(7:34:56) – None.

**I. FOR POSSIBLE ACTION: FOR ADJOURNMENT**

**(7:35:02) – MOTION: Vice Chairperson Sattler moved to adjourn. The motion was seconded by Commissioner Owens.** The meeting was adjourned at 7:35 p.m.

The Minutes of the August 26, 2015 Carson City Planning Commission meeting are so approved this 30<sup>th</sup> day of September, 2015.

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PAUL ESSWEIN, Chair