

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Planning Commission**  
**Wednesday, September 27, 2017 ● 5:00 PM**  
**Community Center Sierra Room**  
**851 East William Street, Carson City, Nevada**

**Commission Members**

<b>Chair – Mark Sattler</b>	<b>Vice Chair – Charles Borders, Jr.</b>
<b>Commissioner – Paul Esswein</b>	<b>Commissioner – Elyse Monroy</b>
<b>Commissioner – Daniel Salerno</b>	<b>Commissioner – Candace Stowell</b>
<b>Commissioner – Hope Tingle</b>	

**Staff**

Lee Plemel, Community Development Director  
Hope Sullivan, Planning Manager  
Dan Stucky, City Engineer  
Dan Yu, Deputy District Attorney  
Kathleen King, Chief Deputy Clerk  
Minutes by: Tamar Warren, Deputy Clerk

**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**

(5:01:59) – Chairperson Sattler called the meeting to order. Roll was called. A quorum was present. Commissioner Tingle led the Pledge of Allegiance.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived/Left</b>
Chairperson Mark Sattler	Present	
Vice Chairperson Charles Borders, Jr.	Present	
Commissioner Paul Esswein	Present	
Commissioner Elyse Monroy	Absent	
Commissioner Daniel Salerno	Present	
Commissioner Candace Stowell	Present	
Commissioner Hope Tingle	Present	

**B. PUBLIC COMMENT**

(5:02:57) – Chairperson Sattler welcomed Transportation Manager Lucia Maloney. Ms. Maloney introduced herself and noted that she was pleased to be there. There were no additional comments.

**C. POSSIBLE ACTION ON APPROVAL OF MINUTES – August 30, 2017**

(5:04:21) – **MOTION: I move to approve the August 30, 2017 meeting minutes.**

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

**D. MODIFICATION OF AGENDA**

(5:04:33) – There were no modifications to the agenda.

**E. DISCLOSURES**

(5:04:49) – There were no disclosures by the Commissioners.

**F. PUBLIC HEARING MATTERS**

**F-1. SUP-17-116 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A SPECIAL USE PERMIT FROM 1770 NICHOLS LANE LLC (PROPERTY OWNER: 1770 NICHOLS LANE LLC) TO ALLOW AN EIGHT-UNIT APARTMENT BUILDING, ON PROPERTY ZONED GENERAL COMMERCIAL (“GC”), LOCATED AT 1770 NICHOLS LANE, APN 008-161-11.**

(5:05:08) – Chairperson Sattler introduced this item, and Ms. Sullivan reviewed the agenda materials in conjunction with displayed slides. She recommended the following additional language to condition of approval 30: “so as to connect the eight-inch main located in the Highway 50 right-of-way”. Ms. Sullivan noted that Staff has made the necessary findings, and is recommending approval, subject to the conditions of approval, including the modification to condition of approval 30. She also acknowledged the presence of City Engineer Dan Stucky, Transportation Manager Lucia Maloney, Peter Beekhof of Westridge Homes, and Keith Shaffer of Manhard Consulting in the audience.

(5:09:51) – Commissioner Esswein inquired about the difference between the current application and the one submitted in 2016. Ms. Sullivan explained that the Planning Commission had seen this project three times, due to the application expirations. She also noted that there were no significant changes to the project. Commissioner Stowell inquired whether the City would require sidewalks. She also expressed concern that the units were “so close to a nursing home”. Peter Beekhof, of Westridge Homes, Inc. explained that in addition some of the minor changes, such as using stucco instead of wood, they were informed during the Major Project Review that “the parking spaces did not meet the county ordinance”; therefore, the building would be smaller and placed further back. Mr. Beekhof also believed that there was no access from the convalescent homes to the property line. Keith Shaffer of Manhard Consulting Noted that he was representing the applicant and was informed by City Engineer Dan Stucky that “there should be no adverse impacts with the current drainage”, adding that some planned Capital Improvement Projects along Carmine Street will help the drainage on Nichols Lane. Mr. Stucky also stated that the right-of-way was too narrow to accommodate sidewalks.

(5:16:04) – Mr. Shaffer explained that he had read and agreed with most of the conditions of approval; however, he wished to address a few minor issues. He proposed an addition to condition 23 that read: ‘serving the subject

lot". Mr. Shaffer indicated that they have agreed to condition 30, upgrading and upsizing the sewer, even if studies reveal that it is not needed. He also clarified that they would either "upsized the [water] main from [Highway] 50 to the project with an eight-inch line, or whatever was studied to develop the correct fire flow, or we would tie in to Carmine [Street], not both." Mr. Shaffer stated that they will work with the City to design a way to "limit the turning movements to 'right-only' on to Highway 50" as part of the requested traffic improvement. Mr. Stucky noted that they had made site visits and collected traffic data regarding the "interaction with Nichols and 50", and they were "fine waiving that condition [28]". Regarding the proposed setbacks, Mr. Shaffer was informed by Ms. Sullivan that "if the application for building permits is substantially consistent with this application, you're good to go".

(5:27:53) – Ms. Sullivan recapped the discussed changes to the conditions of approval as follows: Condition number 23 is modified to "any existing sewer and water lateral serving the subject lot must be abandoned by the City" and Condition number 28 will be removed. She also noted that the applicant was in agreement with the Staff's additional wording on Condition number 30. Chairperson Sattler entertained public comments.

### **PUBLIC COMMENT**

(5:28:27) Maurice White introduced himself and noted that there were windows in the nursing home facing the project. He also was pleased with the removal of Condition number 28. Mr. White read a prepared statement, which is incorporated into the record.

(5:40:44) Robert Woodruff introduced himself and noted that he is the owner of 2880 Highway 50 East, which would share the west fence with the subject property. Mr. Woodruff believed that a two-story structure would cause items to be thrown onto his property due to close proximity. He also expressed concern over drainage, and wished to ensure that water drained into and outlet close to the sewer and not on to his property. Mr. Woodruff requested a higher fence in order to stop those who take a shortcut through his property to two local markets on highway 50.

(5:42:17) Jerry Goodman spoke in favor of the development, calling it "a good project".

(4:43:00) – Chairperson Sattler entertained additional public comments and, when none were forthcoming, additional questions or comments of the commissioners. Commissioner Esswein inquired about perimeter fencing and Ms. Sullivan explained that the perimeter fencing requirement was along the north property line, adjacent to single family dwellings. She also clarified that the Commission could require a fence if they found out it was necessary to make the required findings. Commissioner Tingle was concerned about the 20-foot street width with the increased traffic, and wasn't certain she could support that. Commissioner Stowell received confirmation that fencing was required for single family homes but not for mobile homes, and wished to see it added as part of the motion. Vice Chair Borders did not find the fence necessary, due to the trash receptacles, electrical box, and the design of the parking lot. Ms. Sullivan clarified that zoning requirements were for single family homes only. Discussion ensued regarding traffic and parking. Member Salerno noted that the 20 foot road is "unfortunate...but we're not going to change it because it's been there for many, many years".

(5:51:17) Peter Beekhof explained that they were planning on constructing a chain-link fence on the west property line.

(5:51:55) Chairperson Sattler entertained additional commissioner discussion. Commissioner Esswein wished to see a condition that signage be attached to the building and not have monument signage associated with the

project; that the proposed solid fence along the north boundary be continued along the west boundary; delete condition of approval 28; and the wording changes to conditions of approval 23 and 30.

(5:53:43) – Mr. Woodruff received clarification that the proposed fence along his property will be a solid fence.

(5:54:20) – Peter Beekhof acknowledged understanding the proposed changes to conditions of approval; however, he preferred a screened chain-link fence for the least amount of maintenance. Discussion took place between Mr. Beekhof and Mr. Woodruff to clarify fence types and locations

**(5:55:50) – MOTION: I move to approve SUP-17-116, a special use permit request to allow an eight-unit apartment building on property zoned General Commercial, located at 1770 Nichol’s Lane APN 008-161-11, based on the findings and subject to the recommended conditions of approval in the staff report, as modified by the discussion this evening.**

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

**F-2. VAR-17-112 FOR POSSIBLE ACTION: TO CONSIDER A REQUEST FOR A VARIANCE FROM HELEN AND STAN ROBERTSON (PROPERTY OWNER: HELEN DENISE KENDRICK) TO REDUCE THE REAR-YARD SETBACK FROM 30 FEET TO 20 FEET, ON PROPERTY ZONED SINGLE FAMILY ONE ACRE (SF1A), LOCATED AT 97 DEAN COURT, APN 008-095-09**

(5:57:00) – Chairperson Sattler introduced this item. Ms. Sullivan reviewed the agenda materials in conjunction with displayed slides, and responded to clarifying questions.

(6:00:53) Helen Robertson introduced herself and her husband, Stan. Mr. Robertson acknowledged having reviewed the conditions of approval, and his agreement with the same.

(6:01:35) – Chairperson Sattler entertained public comment and, when none was forthcoming, a motion.

**(6:01:59) – MOTION: I move to approve VAR-17-112, a Variance request to reduce the required rear yard setback from 30 feet to 20 feet, on Assessor’s Parcel Number 008-095-09 in Single Family One Acre zoning, based on the findings and subject to the recommended conditions of approval in the Staff Report.**

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

**F-3. SUP-16-078 FOR POSSIBLE ACTION: REVIEW OF A SPECIAL USE PERMIT FROM MAVERIK INC. (PROPERTY OWNER: MAVERIK INC.) OF A FREEWAY-ORIENTED SIGN, SIX MONTHS AFTER COMPLETION OF THE INSTALLATION OF THE SIGN ON MARCH 20, 2017, AS REQUIRED PURSUANT TO SUP 16-078, ON PROPERTY ZONED LIMITED INDUSTRIAL (“LI”), LOCATED AT 1451 COLLEGE PARKWAY, APN 008-922-30.**

(6:02:48) – Chairperson Sattler introduced this item, and Ms. Sullivan reviewed the agenda materials in conjunction with displayed slides. Ms. Sullivan introduced Paul Hayward, of Maverik Inc., and responded to questions of clarification. She also noted that this will be a discussion only item. Discussion ensued regarding the artwork on the property and Commissioners Stowell and Tingle preferred the sign to be outside the chain link area. Commissioner Esswein noted that the sign met all the conditions and was made as aesthetically pleasing as possible.

(6:07:40) – Mr. Haywood noted that this had been an expensive project; however, “it was the best thing for the site”, adding that moving the larger vehicles to the rear had provided better safety. He also thanked Staff and “the amazing processes you have in place”. Chairperson Sattler indicated that the original sign design had been much larger, calling this a great compromise. Commissioner Tingle noted her appreciation to the traffic light.

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

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

(6:09:58) – Chairperson Sattler introduced this item, and Mr. Plemel updated the Commission on items addressed by the Board of Supervisors. He also noted that the November meeting would contain several SUP requests.

**FUTURE AGENDA ITEMS**

Previously Discussed.

**COMMISSIONER REPORTS/COMMENTS**

(6:12:28) – Commissioner Stowell noted that the Master Plan called for “appropriate standards for permitting and construction of attached or detached accessory dwelling units”.

**H. PUBLIC COMMENT**

There were no public comments

**I. FOR POSSIBLE ACTION: ADJOURNMENT**

**(6:13:06) – Commissioner Esswein moved to adjourn. The motion was seconded by Vice Chair Borders. The meeting adjourned at 6:13 p.m.**

The Minutes of the September 27, 2017 Carson City Planning Commission meeting are so approved this 25<sup>th</sup> day of October, 2017.

\_\_\_\_\_  
MARK SATTLER, Chair