

## **ADMINISTRATIVE HEARING EXAMINER NOTICE OF MEETING AND AGENDA**

**Day:** Friday  
**Date:** November 8, 2019  
**Time:** 2:30 PM  
**Location:** Carson City Community Development, BRIC Conference Room "A"  
108 E. Proctor Street  
Carson City, NV 89701

**A. Call to Order**

**B. Modification to the Agenda** - The Carson City Hearing Examiner reserves the right to take items out of order, remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

**C. Public Comment\*\***

Members of the public who wish to address the Hearing Examiner may speak on matters related to the Administrative Permit Review process, which are not on this agenda. Comments are limited to three minutes per person or topic. If your item requires extended discussion, please request the Hearing Examiner to calendar the matter for a future Administrative Permit Review meeting. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken.

**D. Public Hearing: Action Item**

**D-1 ADM-19-143** For Possible Action: Continued discussion and possible action regarding an Administrative Permit application to allow a drive-through window that faces the street or frontage of the property, for the construction of a coffee shop, on property zoned General Commercial located at 211 Appion Way, APN 009-268-02. (Kathe Green, [kgreen@carson.org](mailto:kgreen@carson.org))

*Summary: The applicant is requesting to construct an 895 square foot coffee shop with a drive-through window that faces the street. An administrative permit is required when a drive-through window faces a street or frontage of a parcel. This item is continued from the meeting of September 25, 2019.*

**E. Public Comment\*\***

**F. For Possible Action: Adjournment**

---

*\*\* PUBLIC COMMENT: Please note that Administrative Hearings conducted by the Hearings Examiner are NOT subject to Nevada's Open Meeting Law requirements because an individual Hearing Examiner does not constitute a "public body" as that term is defined in NRS 241.015 for purposes of Open Meeting Law compliance. However, to further the City's policy of providing transparency in government and to encourage public participation, the Hearings*

*Examiner will provide at least two public comment periods in accordance with the Open Meeting Law prior to adjournment. In addition, it is Carson City's aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the Hearings Examiner during the item itself.*

---

**The Carson City Administrative Hearing Examiner is pleased to make reasonable accommodations for members of the public who wish to attend the meeting and need assistance. If special arrangements for the meeting are necessary, please notify the Planning Division in writing at 108 E. Proctor St., Carson City, Nevada 89701, or call 775-887-2180, as soon as possible.**

---

### **For Further Information**

If you would like more information about an agenda item listed above, please contact the staff member listed at the end of the particular item in which you are interested at 775-887-2180. To request a copy of the supporting material for this meeting, please contact the Planning Department at [planning@carson.org](mailto:planning@carson.org) or call the Carson City Community Development Center at 775-887-2180. Supporting materials for the meeting are available in the Planning Division office located at 108 E. Proctor Street, Carson City or at <https://carson.org/government/meeting-information/agendas>. Staff reports are available approximately six days prior to the Administrative Permit Review meeting or online at [www.carson.org/adm](http://www.carson.org/adm). For further information regarding the Administrative Permit Review process, please call the Planning Division at 775-887-2180.

---

This agenda has been posted at the following locations:  
City Hall, 201 North Carson Street  
Dept. of Public Works, Corporate Yard Facility, 3505 Butti Way  
Community Center-Sierra Room, 851 East William Street  
Community Development Department, 108 E. Proctor Street

This agenda is also available on the Carson City Website  
at <https://carson.org/government/meeting-information/agendas>  
State Website - <https://notice.nv.gov>