



WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

Thursday, November 2, 2023
1:30 p.m.

Board of Adjustment Members

Rob Pierce, Chair
Don Christensen, Vice-Chair
Kathie Julian
Peter Ghishan

Secretary

Trevor Lloyd

Washoe County Administrative Complex
Commission Chambers
1001 East Ninth Street, Building A
Reno, NV 89512

and available via
Zoom Webinar

This meeting will be held in the County Commission Chambers and via Zoom teleconference. To attend this meeting via Zoom teleconference, please log into the Zoom webinar at the following link: <https://us02web.zoom.us/j/87215675749> or you can join the meeting by typing zoom.us into your computer browser, clicking "Join a Meeting" on the ZOOM website, and entering this **Meeting ID: 872 1567 5749**. NOTE: This option will require a computer with audio and video capabilities.

Alternatively, you can join the meeting via telephone only by dialing +1 669-900-9128, entering the **Meeting ID: 872 1567 5749** and pressing #.

The meeting will be televised live and replayed on Washoe Channel at: <https://www.washoecounty.gov/mgrsoff/Communications/wctv-live.php> also on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>.

PUBLIC HEARING ITEMS

(Complete case descriptions are provided beginning on page three of this agenda)

- **Administrative Permit Case Number WADMIN23-0013 (Miller Garage)**
- **Administrative Permit Case Number WADMIN23-0014 (Crawford Care of the Infirm)**
- **Administrative Permit Case Number WADMIN23-0015 (Johnson Garage)**
- **Special Use Permit Case Number WSUP23-0026 (Tahoe Golf)**
- **Special Use Permit Case Number WSUP23-0028 (Willey Grading)**
- **Special Use Permit Case Number WSUP23-0029 (Silver Circle Ranch)**
- **Special Use Permit Case Number WSUP23-0030 (TMWA Lemmon Valley Tank 1 Rebuild)**
- **Special Use Permit Case Number WSUP23-0031 (Reno Technology Park TMFPD Fire Station)**

Possible Changes to Agenda Order and Timing. Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting or moved to or from the consent section. Items designated for a specified time will not be heard before that time but may be delayed beyond the specified time.

Public Comment. Public comments are welcomed during the public comment periods at the beginning and end of the meeting and during public hearing and planning items and are limited to three (3) minutes per person. Persons may not allocate unused time to other speakers.

During the general public comment periods at the beginning and end of the meeting, speakers may address any matter either on or off the agenda, including items heard on the consent section of the agenda. For the remainder of the agenda, public comment will only be heard during public hearing and planning items and should be about the specific item being considered by the Board. If an item is continued, then public comment will not be heard for that item until the date of the continued hearing.

Presentations and public comment for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair. All comments are to be directed to the Board as a whole and not to one individual. Emails will be included in the record but will only be read aloud during the meeting subject to the chair's discretion and if time permits.

Public Participation. Any public wishing to present printed materials at the hearing must bring six (6) printed copies. Any public wishing to show digital materials at the hearing (photos, presentation, etc.) must email the materials to Recording Secretary Adriana Albarran (AAlbarran@washoecounty.gov) by 4:00 p.m. the business day immediately preceding the meeting. Staff cannot accept thumb drives.

Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference or attending by telephone only. To provide public comment via Zoom, log into the ZOOM webinar at the above link and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, press *9 to "Raise Hand" and *6 to mute/unmute.

Additionally, public comment can be submitted via email to washoe311@washoecounty.gov. The County will make reasonable efforts to send all email comments received by 4:00 p.m. on November 1, 2023, to the Committee members prior to the meeting.

Responses to Public Comments. The Board of Adjustment may deliberate or take action only if a matter has been listed on an agenda properly posted prior to the meeting. The Open Meeting Law does not expressly prohibit responses to public comments by the Board. However, responses from Board members to unlisted public comment topics could become deliberation on a matter without notice to the public. To avoid this situation and to ensure that the public has notice of all matters the Board will consider, members may choose not to respond to public comments, except to correct factual inaccuracies, ask for County staff action, or to ask that a matter be listed on a future agenda.

Forum Restrictions and Orderly Conduct of Business. The Board of Adjustment conducts the business of Washoe County and its citizens during its meetings. The presiding officer may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks which antagonize or incite others are examples of speech that may be reasonably limited.

Posting of Agenda. Pursuant to NRS 241.020(4)(b), the Agenda for the Board of Adjustment has been posted at the following location: Washoe County Administration Building (1001 E. 9th Street, Bldg. A); and has been electronically posted at https://www.washoecounty.gov/csd/planning_and_development/board_commission/board_of_adjustment/index.php and <https://notice.nv.gov>.

How to Get Copies of Agenda and Support Material. Copies of this agenda and supporting materials for the items on the agenda provided to the Board of Adjustment may be obtained on the Planning and Building Division's website at https://www.washoecounty.gov/csd/planning_and_development/board_commission/board_of_adjustment/index.php or at the Planning and Building Division Office (contact Adriana Albarran, 1001 E. Ninth Street, Building A, phone 775.328.2721 or e-mail aalbarran@washoecounty.gov). If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Supporting materials are available to the public at the same time they are available to Board members. If material is distributed at a meeting, it is available within one business day after the meeting.

Special Accommodations. The facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g. sign language

interpreters or assisted listening devices) at the meeting should notify the Washoe County Planning and Building Division at (775) 328-6100 at least two working days prior to the meeting.

Appeal Procedure. Most decisions rendered by the Board of Adjustment are appealable to the Board of County Commissioners. If you disagree with the decision of the Board of Adjustment and you qualify as an aggrieved person/party, you may appeal the decision in writing within ten (10) calendar days from the date that the decision being appealed is reduced to writing, filed with the Secretary of the Board of Adjustment, and mailed to the original applicant in the proceeding being appealed, in accordance with Washoe County Code. Please call the Planning staff immediately at (775) 328-6100 for information on the appeal procedure and application fee.

AGENDA

1:30 p.m.

1. **Determination of Quorum** [Non-action item]
2. **Pledge of Allegiance** [Non-action item]
3. **Ethics Law Announcement and Instructions for Providing Public Comment via Zoom/Telephone** [Non-action item]
4. **Appeal Procedure** [Non-action item]
5. **Public Comment** [Non-action item]

Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the Board of Adjustment as a whole.

6. **Approval of the November 2, 2023 Agenda** [For possible action]
7. **Approval of the [Amended August 3, 2023](#) Draft Minutes** [For possible action]

Board members may identify any additions or corrections to the draft minutes as transcribed.

8. **Public Hearing Items** [For possible action]

A. [Administrative Permit Case Number WADMIN23-0013 \(Miller Garage\)](#) [For Possible Action] – For hearing, discussion, and possible action to approve an administrative permit for a ±800 sf detached accessory structure that is larger than the existing ±400 sf main residence.

- Applicant/Property Owner: Carol Miller
- Location: 5428 Lupin Dr
- APN: 085-722-12
- Parcel Size: 15,899 sq ft / .365 acres
- Master Plan: Suburban Residential
- Regulatory Zone: Medium Density Suburban
- Area Plan: Sun Valley
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 3 – Commissioner Garcia

- Staff: Courtney Weiche, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3608
- E-mail: cweiche@washoecounty.gov

B. Administrative Permit Case Number WADMIN23-0014 (Crawford Care of the Infirm)

[For Possible Action] – For hearing, discussion, and possible action to approve an administrative permit to allow a recreational vehicle (RV) to be occupied by a caretaker for the care of two infirm residents on the property located at 5349 Sidehill Drive, Sun Valley, NV (APN 085-730-33). The infirm residents will live in the existing dwelling on the property.

- Applicant: Donald and Betty Crawford
- Property Owner: Donald and Betty Crawford, and Deborah Justus
- Location: 5349 Sidehill Drive, Sun Valley, NV 89433
- APN: 085-730-33
- Parcel Size: 0.329 acres
- Master Plan: Suburban Residential
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Sun Valley
- Development Code: Authorized in Article 808, Administrative Permits & Article 310, Temporary Uses and Structures
- Commission District: 3 – Commissioner Garcia
- Staff: Tim Evans, Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.2314
- E-mail: tevans@washoecounty.gov

C. Administrative Permit Case Number WADMIN23-0015 (Johnson Garage) [For Possible Action]

– For hearing, discussion, and possible action to approve an administrative permit for a ±8,100 sf detached accessory structure that is larger than the existing ±2,644 sf main residence.

- Applicant/Property Owner: Kevin & Brittni Johnson
- Location: 5955 Rock Farm Rd
- APN: 150-260-19
- Parcel Size: 5 acres
- Master Plan: Rural Residential
- Regulatory Zone: High Density Rural
- Area Plan: Southwest Truckee Meadows
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 2 – Commissioner Clark
- Staff: Courtney Weiche, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3608
- E-mail: cweiche@washoecounty.gov

D. Special Use Permit Case Number WSUP23-0026 (Tahoe Golf) [For Possible Action] –

For hearing, discussion, and possible action to approve a special use permit for a golf instruction studio, Amusements and Recreation Services use type, within in an existing commercial space in the Country Club Center.

- Applicant: Will Wolford & Ashley Wood
- Property Owner: Scott & Mei Bowie
- Location: 120 Country Club Drive, Unit 15
- APN: 130-180-15
- Parcel Size: .1 acre
- Master Plan: Tahoe - Incline Village Tourist
- Regulatory Zone: Tahoe - Incline Village Tourist
- Area Plan: Tahoe
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 1 – Commissioner Hill
- Staff: Courtney Weiche, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3608
- E-mail: cweiche@washoecounty.gov

E. Special Use Permit Case Number WSUP23-0028 (Willey Grading) [For Possible Action] –

For hearing, discussion, and possible action to approve a special use permit for major grading for crop production of specimen trees resulting in a disturbance of up to ±163,785 SF of the site and importing ±13,000 cubic yards of material. The applicant is also requesting modifications of parking and circulation standards to allow non-paved surfaces (110.410.25 (e)).

- Applicant/Property Owner: Willey Land LLC
- Location: 190 US Highway 395 S
- APN: 050-220-37
- Parcel Size: 3.76 acres
- Master Plan: Commercial
- Regulatory Zone: General Commercial
- Area Plan: South Valleys
- Development Code: Authorized in Article 438, Grading Standards and Article 810, Special Use Permits
- Commission District: 2 – Commissioner Clark
- Staff: Julee Olander, Planner
Washoe County Community Services Department Planning
and Building
- Phone: 775.328.3627
- E-mail: jolander@washoecounty.gov

F. Special Use Permit Case Number WSUP23-0029 (Silver Circle Ranch) [For Possible Action] –

For hearing, discussion, and possible action to approve a special use permit to bring an existing legal non-conforming commercial stable to board 35 horses into conformance with Washoe County Code and to allow for the construction of a 13,500 SF indoor riding arena structure. The applicant is also requesting modifications to remove the requirement for paved parking surfaces to allow non-paved surfaces (110.410.25(e)), and to waive landscape standards for commercial uses (110.412.40(a-d)).

- Applicant/Property Owner: Pro Pony LLC
- Location: 3400 Holcomb Ranch Ln.
- APN: 040-670-12
- Parcel Size: ±12.56 acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: 93% High Density Rural (HDR) & 7% General Rural (GR)
- Area Plan: Southwest Truckee Meadows
- Development Code: Authorized in Article 302, Allowed Uses and Article 810, Special Use Permits
- Commission District: 2 – Commissioner Clark
- Staff: Julee Olander, Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3627
- E-mail: jolander@washoecounty.gov

G. Special Use Permit Case Number WSUP23-0030 (TMWA Lemmon Valley Tank 1 Rebuild) [For Possible Action]

– For hearing, discussion, and possible action to approve a special use permit for the construction and operation of a new water tank (utility services use type). An existing 440,000-gallon water tank is proposed to be replaced with a new 500,000-gallon water tank. The project will include demolition of the existing tank, connection to an existing underground water line, site grading, a retaining wall, a detention pond, new fencing, and revegetation of undeveloped surfaces. As part of this project, the applicant is requesting to vary landscaping standards found in WCC Section 110.412.40 by providing revegetation rather than landscaping. The applicant is also requesting to vary paving standards found in WCC Section 110.410.25(e) by using 6-inch compact gravel rather than asphalt or cement. In addition, the applicant is requesting to vary fencing standards found in WCC Section 110.412.40 (d) by installing a fence taller than seven (7) feet and by modifying the solid fence requirement along the property line to allow an 8-foot-tall chain link fence with one foot of barbed wire (total of nine feet in height).

- Applicant/Property Owner: Truckee Meadows Water Authority (TMWA)
- Location: 0 Lemmon Drive
- APN: 080-730-08
- Parcel Size: 1.0 acre
- Master Plan: Rural
- Regulatory Zone: General Rural (GR)
- Area Plan: North Valleys
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 5 – Commissioner Herman
- Staff: Katy Stark, Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3618
- E-mail: krstark@washoecounty.gov

H. Special Use Permit Case Number WSUP23-0031 (Reno Technology Park TMFPD Fire Station) [For Possible Action]

– For hearing, discussion, and possible action to approve a special use permit for a Safety Service use to be developed on parcels with a regulatory zoning of General Commercial (GC), and includes associated grading of 2,000 cy of cut, 9,000 cy of

imported fill, and a total disturbance area of 145,000 sf. Additionally, the applicant is asking to waive the landscaping requirements of section 110.412.40(a) of the Washoe County Code.

- Applicant: Truckee Meadows Fire Protection District
- Property Owner: Apple, Inc
- Location: The project site fronts Reno Technology Parkway, approximately 1 mile from the Exit 28 off ramp
- APN: 084-191-08
- Parcel Size: 180.92 acres
- Master Plan: Commercial (C)
- Regulatory Zone: General Commercial (GC)
- Area Plan: Truckee Canyon (TC)
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 4 – Commissioner Andriola
- Staff: Chris Bronczyk, Senior Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3612
- E-mail: cbronczyk@washoecounty.gov

9. Chair and Board Items [Non-action item]

- A. Future Agenda Items
- B. Requests for Information from Staff

10. Director’s and Legal Counsel’s Items [Non-action item]

- A. Report on Previous Board of Adjustment Items
- B. Legal Information and Updates

11. Public Comment [Non-action item]

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

12. Adjournment [Non-action item]