



# WASHOE COUNTY DESIGN REVIEW COMMITTEE Meeting Minutes

## Design Review Committee Members

### Principals:

Dan Kovach, ASLA, Chair  
Larry Chesney, Vice Chair  
Mercedes de la Garza, AIA  
Lucia D. Maloney, PMP  
Brad Stanley

### Alternates:

Alison Cotey-Bourquin  
John Krmpotic, AICP  
Clay Thomas

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The Washoe County Design Review Committee was scheduled to meet in regular session on Thursday, March 9, 2017, in the Community Services Department, Planning and Development, Mt. Rose Conference Room, 1001 East Ninth Street, Reno, Nevada.

### 1. \*Determination of Quorum

Chair Kovach called the meeting to order at 9:03 a.m. The following Members and staff were present.

Members present: Dan Kovach, ASLA, Chair  
Larry Chesney, Vice Chair  
Mercedes de la Garza, AIA  
Lucia D. Maloney, PMP  
Brad Stanley  
John Krmpotic, AICP

Members absent: Alison Cotey-Bourquin  
Clay Thomas

Staff present: Trevor Lloyd, Senior Planner, Planning and Development  
Roger Pelham, MPA, Senior Planner, Planning and Development  
Katy Stark, Recording Secretary, Planning and Development

### 2. \*General Public Comment

Chair Kovach opened public comment. There was no public comment.

### 3. Approval of Agenda

Vice Chair Chesney moved to approve the agenda for the March 9, 2017 meeting, with Item 6 taken before Item 5. Mr. Krmpotic seconded the motion, which passed with a vote of six for, none against.

### 4. Approval of Draft Minutes August 11, 2016 Draft Minutes

Ms. de la Garza moved to approve the August 11, 2016 draft minutes. Vice Chair Chesney seconded the motion, which passed with a vote of five for, one abstention (Ms. Maloney), none against.

*Item 6 was heard before Item 5.*

## 6. Design Review Committee Items

**A. Special Use Permit Case Number SB16-010 (Truckee Meadows Fire Protection District, Station Number 14)** – Hearing, discussion and possible action to approve the landscaping and design plans pursuant to an approved special use permit for the construction and operation of a new fire station (Safety Services Civic Use Type).

- Applicant/Property Owner: Truckee Meadows Fire Protection District
- Location: Northeast corner of Foothill Road and Broken Hill Road
- Assessor's Parcel Numbers: 044-300-19
- Parcel Size: ± 3 acres
- Master Plan Category: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Southwest Truckee Meadows
- Citizen Advisory Board: South Truckee Meadows / Washoe Valley
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 2 – Commissioner Lucey
- Section/Township/Range: Section 8, T18N, R20E, MDM, Washoe County, NV
- Prepared by: Roger Pelham, MPA, Senior Planner  
Washoe County Community Services Department  
Planning and Development Division
- Phone: 775-328-3622
- E-Mail: [rpelham@washoecounty.us](mailto:rpelham@washoecounty.us)

Mr. Pelham referenced the Conditions of Approval included with the staff report dated March 9, 2017, and turned the floor over to the applicant for their presentation.

Chair Kovach disclosed that he works with CFA, and CFA was involved in planning and civil engineering on this project, but not on landscape architecture. He is also a consultant, but not to this project. He did not believe that his firm's involvement would in any way influence his evaluation of the project. It was recommended that Chair Kovach participate in the discussion but recuse himself when the Design Review Committee (DRC) took action.

Mr. Stanley disclosed that the item came before the Board of Adjustment. He did not believe it would have an impact on any decision or thought process that he might have.

Angela Fuss, a Planner with CFA, introduced Bill Wardell, the project manager with Washoe County, Chief Moore with Truckee Meadows Fire Protection District, and lead architect Pat Pusich with TSK Architects. Ms. Fuss described the project, a brand new fire station on a vacant piece of property in the South Meadows or South Valleys area. There is an existing fire station that is located near the Walmart off South Virginia Street, which is an old, outdated fire station. This new fire station will replace that old fire station. They will use a little over two and a half acres of a five-acre, vacant parcel for the new fire station. Ms. Fuss described the layout for the fire station and the landscaping.

Mr. Pusich provided a summary of the design, building materials, lighting, parking, signage, and landscaping.

Mr. Pelham asked how the number 14 was illuminated. Mr. Pusich stated that it was backlit. Mr. Pelham was concerned about whether the illumination could be considered downlit. Mr. Pelham advised caution and suggested including in a motion that it will need to be looked at carefully and may not be compliant with lighting code. Mr. Pelham said that it has to meet downshielded only.

Mr. Wardell, Project Manager for Capital Projects on this project, stated that all of the mechanical equipment is contained within the flat area between the two higher points of the building to visually break those off. This will provide the screen component for all of the mechanical equipment on the roof. Only basic vent type penetrations will be visible; there will not be any equipment on the slope of the roof.

Ms. Maloney asked about the drainage. The entire building is guttered and down spouted. The down spouts all connect to underground storm sewers or into a swale. There is an existing large drainage easement that crosses and will remain.

The building materials and colors were reviewed.

Chair Kovach asked about any plans for the eastern section of the site or possible expansion or use of that area in the future. Ms. Fuss said that it is currently being left vacant. It is owned by the Truckee Meadows Fire Protection District, so there is talk of them potentially expanding into a community type facility. There are other similar County uses that might go there. There is currently nothing definitive planned. Someday in the future it will probably be developed with some kind of Washoe County or Truckee Meadows Fire Protection use.

Chair Kovach asked where trash will be handled. There will be a generator and an oversized trash enclosure to hold three cans.

Mr. Pusich stated that they have added a School District bus stop to the project. Ms. Fuss explained that a school bus comes to the area for the junior high aged children, and the children are picked up very early in the morning. The bus stop will be a concrete pad area, and there will be lighting. Ms. de la Garza inquired about shelter. Ms. Fuss stated that the School District preferred no shelter, because many other School District bus stops do not have a shelter. Ms. de la Garza asked if there was any pedestrian connection between the school and the bus stop, because a fire station is often considered a place of refuge. Ms. Fuss said that it is an unincorporated area with no sidewalks in the area. They are putting in sidewalks on Broken Hill and Foothill for the length and width of the developed area of the parcel. This will create that pedestrian connection when development happens in the area in the future. Ms. de la Garza asked about the location of the older fire station that will be abandoned and its future use. Ms. Fuss described the location on Virginia and said that the property will be sold.

Mr. Krmptic asked how the improvements in the public right-of-way will be maintained. Mr. Wardell mentioned that Truckee Meadows Fire takes care of their own maintenance plan on their facility properties, and anything back of the sidewalk would be taken care of in that maintenance plan by Truckee Meadows Fire. Chief Moore agreed; they will absolutely take care of the vegetation. They pride themselves on having attractive facilities.

Mr. Stanley requested discussion regarding the common area and detail about the expansion of the roadway. Ms. Fuss explained public concern from the neighbors because Foothill is a two-lane rural road. There is a wide right of way for future expansion. At this time there is not enough traffic to warrant widening that road; RTC, the County, and the City were not pushing to widen the road until necessary. The concern was what might happen when fire trucks emerge onto the two-lane road and traffic is backed up. As part of this project, they will be widening Foothill within the limits of their property. It will not be widened enough to add another lane, because this would cause more conflict. It will remain a two-lane road, but if someone needs to pull over, there will be room for them to pull over. At some point when Foothill does widen, they have incorporated enough flexibility with the grade and the building placement so that however the road is designed, they will not have to reconfigure the fire station site. Mr. Pusich added that they put in flashing lights in areas across the road for caution. The Chief worked it out with City of Reno to have access/control of the signal so that they can change it on Virginia Street. Mr. Stanley asked for the net increase in the width of the roadway. They added 15 feet.

Mr. Stanley asked about the photometric study and the addition of the light. Ms. Fuss said that any site lighting will be contained within the parcel. The intersection light will have some spillover lighting into the intersection, which will provide for a safer intersection, especially with children crossing there. The intersection light was not intended to provide site lighting for the fire station, but more for the intersection. Mr. Pelham asked if the pole will be in the right of way or on the subject site. Mr. Wardell said it will be in the right of way on County maintenance. It will be typical cobra head style lighting, which was requested by the County Engineer.

Ms. de la Garza addressed the use of red paint accents on the building. She explained that red fades, oxidizes, and looks awful within a short period of time. She encouraged the use of a product with a fade-resistant additive.

Ms. de la Garza asked further questions about elevations and a roof drain. She and Mr. Pusich discussed possible snow collection at a certain location and the material used in that location. Ms. de la Garza had no further comments on the design and expressed appreciation. She encouraged continued conversation about the bus stop to allow the architecture firm to perhaps make something with materials matching the fire station for the children. She suggested that the architect study wind direction and consider creating a little barrier wall with an aggressive surface to protect from graffiti.

Chair Kovach asked about the signage. Mr. Pusich described the monument sign. It will be two sided to be read from either direction on Foothill. He mentioned the backlighting for the numbers. The size and materials for the monument sign were discussed. Chair Kovach asked about visibility. Discussion ensued regarding visibility, the intersection, and sign location.

Chair Kovach verified that there was no fencing on the project.

Chair Kovach addressed the landscape plan. He discussed screen planting on the plan and questioned the use of quaking aspen as a tall screen plant, due to much of the plant material being lower or deciduous in that area of the site. He suggested something evergreen. He said that an indicated landscape berm was actually on a slope, so he was not sure how feasible of a site that would be. He recommended some additional shrub type material to create a screening effect. Mr. Pelham said that was the intent. Some neighbors were concerned about a civic use across the street from residential. It would be helpful to have a landscape berm go up a foot or two in the location closest to residential. Chair Kovach asked for background on the tall screen

planting. Mr. Pelham said that the idea was to create a berm or some type of screen that buffered this a little more than usual. Chair Kovach's concern was that the large amount of deciduous landscape would allow the building to be very visible in the winter. Visibility might occur even in the summer. He recommended some additional evergreen trees instead of the deciduous planting.

Mr. Krmpotic asked for the point in the screen. He saw a beautiful building and wondered what was wrong with looking at the building. He asked if the intent was to accomplish a visual screen or a noise buffer. Ms. de la Garza added that it is an emergency facility and it seems useful to be able to see the building. According to Mr. Pelham, during the public hearing many members of the public said that the fire station is a detriment to their neighborhood. Mr. Krmpotic clarified that it is neighborhood mitigation, rather than a code. Mr. Pelham said that the purpose of a special use permit is to address those unique aspects and unique impacts. The special permit is for the land use, for the safety services use type within the MDS zone.

Concerns about noise, particularly the generator, were discussed. Mr. Pelham said that a very quiet generator was being used, and a screening wall will be around it. He said that the berm there was encouraged in the Conditions. The generator will be run for testing about once a week. The testing will occur at a reasonable time of day. Outside of testing, the generator will kick in if the power goes out. The generator they specced could be compared to having a conversation and the neighbor across the street hearing a whisper. Ms. de la Garza said that the use of the trucks would be noisier. She asked how often the trucks are moved in and out, aside from responding to an emergency. Chief Moore said that there is a daily startup on a routine basis, usually midmorning. They are run for ten to fifteen minutes.

Chair Kovach offered a few technical comments. He thought the revegetation specifications needed to be looked at a bit more closely. There was conflicting information regarding whether or not irrigation would be used, which needed to be clarified. He recommended not using an herbicide for weed removal and finding an alternative method. The fertilizer specified has a high nitrogen rate which generally encourages weed growth. He asked them to take a look at the timing between weed treatment and seeding. He noted a tackifier being applied before applying a mulch. That typically is reversed: the mulch is put down first and the tackifier on top of it. If temporary irrigation is to be used, then information should be included about ownership and/or removal of the temporary system after everything is done. The performance standard that they have on the end was acceptable in his mind. It has establishment of three of the different seeded species within three months over 60% of the area, which is good. He asked who is going to make that identification. He said that an expert should make sure that the species that were seeded are growing, rather than green weeds. He was unable to locate any of the Mormon Tea, the ephedra, from the plant list on the project. A couple of mulch material hatches did not appear to match anything in the legend. He said that attention should be paid to coordinating the landscape with the signage on the building, especially with the number 14 on the northwest corner of the building. He found no general notation regarding an automatic irrigation system.

Mr. Pelham expressed what he believed he had heard to be conditions that would likely go into a motion. These included: maintenance of the landscaping within the right of way needs to be done by the Fire District, the red paint should have a fade-resistant component, the applicant should look into a barrier or shelter near the bus stop, additional evergreens should be added between the building and Broken Hill Road, and a general note should be required on irrigation, which is actually covered by Article 412.

Ms. de la Garza added a condition to look carefully at the drainage and moisture protection at Gridline D. Regarding the red paint for the metal, she suggested a resin additive like a Kynar.

Ms. Maloney suggested an option for the numerals on the sign. The numbers themselves could become the shield by extending all the way to the backing and allowing the light to shine through the numbers.

Ms. de la Garza asked that the bus stop collaboration be worded so that the collaboration is the condition and not so much the end product. Ms. Fuss added that in their discussions with the School District, they did say that they Fire District is willing to pay for and put in a shelter and a bus pad, and the School District specifically requested that they not put in a shelter. Ms. de la Garza believes the shelter would be a good thing; it is very windy in that area. That specific stop is for a school that starts at an early hour. This would allow the architect to participate in what it would look like. Mr. Wardell suggested having conversations with the homeowners and parents in the area for their feedback.

Ms. de la Garza moved to approve the Special Use Permit Case Number SB16-010, Truckee Meadows Fire Protection District, Station Number 14, with the conditions as listed, the Conditions of Approval from the Washoe County Planning and Development, a. through n. and its subdivisions and Washoe County Engineering and Capital Projects, a. through t. and any subdivisions, and Washoe County Health District, a., plus the conditions as indicated earlier for the architecture and the landscaping.

Mr. Lloyd clarified that the conditions approved by the Board of Adjustment did not need to be included in the motion.

Mr. Krmpotic seconded the motion, which passed unanimously.

#### **5. \*Presentation of the Regional Housing Study from Jeremy Smith from the Truckee Meadows Regional Planning Agency**

Chair Kovach mentioned the long span of time that can pass between DRC meetings. He is hoping to mitigate that long timespan by holding some meetings even without development review projects. His plan is to invite speakers who can provide good background or information that would be helpful to the members of the DRC when they do come together.

Chair Kovach introduced Jeremy Smith from Regional Planning. Mr. Smith, the GIS Coordinator at the Truckee Meadows Regional Planning Agency, provided a presentation on the Regional Housing Study, which is a long-range general study of the next 20 years, looking at the impacts of future residential development. He discussed the current supply of housing units and what could be built in the future, how our housing needs are changing, some of the demographics and issues affecting housing needs, some future scenarios of how housing might develop on the landscape, and some of the implications for that and for public policy.

The DRC members engaged in discussion regarding topics of interest during Mr. Smith's presentation.

Chair Kovach reiterated that this was just one way to bring big picture information to the DRC and hopefully keep the DRC a bit more engaged in between development projects. He invited

the DRC members to share any ideas of individuals who might present interesting perspectives on development. The DRC discussed a few ideas for speakers and presentations.

**7. \*General Public Comment**

There was no comment from the public.

**8. Adjournment**

The meeting adjourned at 10:50 a.m.

Respectfully submitted,

  
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Katy Stark, Recording Secretary

Approved by Committee in session on June 8, 2017.

  
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Trevor Lloyd, Senior Planner  
Secretary to the Design Review Committee