



WASHOE COUNTY PLANNING COMMISSION Meeting Minutes

Planning Commission Members

Sarah Chvilicek, Chair
Larry Chesney, Vice Chair
James Barnes
Thomas B. Bruce
Francine Donshick
Philip Horan
Michael W. Lawson
Carl R. Webb, Jr., AICP, Secretary

Tuesday, August 1, 2017
6:30 p.m.

Washoe County Commission Chambers
1001 East Ninth Street
Reno, NV

The Washoe County Planning Commission met in a scheduled session on Tuesday, August 1, 2017, in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada.

1. *Determination of Quorum

Chair Chvilicek called the meeting to order at 6:30 p.m. The following Commissioners and staff were present:

Commissioners present: Sarah Chvilicek, Chair
Larry Chesney, Vice Chair
James Barnes
Thomas B. Bruce
Francine Donshick
Philip Horan (via telephone)
Michael W. Lawson

Staff present: Carl R. Webb, Jr., AICP, Secretary, Planning and Building
Julee Olander, Planner, Planning and Building
Nathan Edwards, Deputy District Attorney, District Attorney's Office
Katy Stark, Recording Secretary, Planning and Building

2. *Pledge of Allegiance

Commissioner Bruce led the pledge to the flag.

3. *Ethics Law Announcement

Deputy District Attorney Edwards provided the ethics procedure for disclosures.

4. *Appeal Procedure

Secretary Webb recited the appeal procedure for items heard before the Planning Commission.

5. *Public Comment

Chair Chvilicek opened the Public Comment period. There was no response to the call for public

comment.

6. Approval of Agenda

In accordance with the Open Meeting Law, Commissioner Donshick moved to approve the agenda for the August 1, 2017 meeting as written. Commissioner Chesney seconded the motion, which passed unanimously with a vote of seven for, none against.

7. Approval of July 5, 2017 Draft Minutes

Commissioner Donshick moved to approve the minutes for the July 5, 2017, Planning Commission meeting as written. Commissioner Chesney seconded the motion, which passed unanimously with a vote of seven for, none against.

8. Planning Items

A. For possible action to amend the Planning Commission Rules, Policies and Procedures by removing the five minutes time limit for speakers representing a group, allowing 3 minutes for all speakers during public comment. If the five minutes time limit removal is approved, additionally direct staff to make changes to Planning Commission agendas consistent with this change in public comment procedures. Furthermore, to direct staff to commence the preparation of possible additional omnibus amendments for consideration by the Planning Commission at a future meeting to overhaul the Rules, Policies and Procedures to make them consistent with the Rules for the Board of Adjustment.

Julee Olander, Planner, stated she was available for any questions from the Commission. Commissioner Horan wondered if they were looking at making this compatible across the board with all the different commissions. Ms. Olander stated there could be some similarities with some and not with others.

Secretary Webb stated the Board of County Commissioners (BCC) did not adopt Rules, Policies and Procedures; they adopted rules that were not really appropriate for this commission. He discussed the background behind how the Commission's Rules, Policies and Procedures became effective and how similar rules were adopted by the Board of Adjustment. He noted those were streamlined and the idea was for staff to use those Rules, Policies and Procedures from the Board of Adjustment as a model for the Commission's Rules, Policies and Procedures.

DDA Edwards stated the changes that were made to the Board of Adjustment rules were adopted under the philosophy that less was more. His thought was to get rid of a lot of unnecessary rules and streamline them down to what actually happened at the meetings. He noted that was done after the Planning Commission rules had already been approved. He wanted to clear up any notion that it was not like the Board of Adjustment was taking the lead and everyone else in the County should follow. He explained the reasoning behind the agenda item and how the Chair had been put on the spot at a previous meeting with several individuals vying for five minutes of public comment as a representative of a group. Chair Chvilicek having common rules across the board would help the community.

Chair Chvilicek opened public comment. Hearing no response, she closed public comment.

Commissioner Chesney moved to remove the five minute time limit for speakers representing a group, allowing three minutes for all speakers during public comment, and to direct staff to make changes to Planning Commission agendas consistent with this change in public comment procedures. He further moved to direct staff to commence the preparation of possible additional

omnibus amendments for consideration at a future meeting to overhaul the Rules, Policies and Procedures to make them consistent with the Rules for the Board of Adjustment. Commissioner Donshick seconded the motion, which passed unanimously with a vote of seven for, none against.

9. Chair and Commission Items

***A. Future agenda items**

There were no future agenda items.

***B. Requests for information from staff**

There were no requests for information.

10. Director's and Legal Counsel's Items

***A. Report on previous Planning Commission items**

Mr. Webb said the Board of County Commissioners (BCC) upheld the Planning Commission's (PC) decision of approval on the Lake Tahoe School, with one modified condition that was based on a mutual agreement between the school and the Racquet Club. He said the Ascenté appeal would be heard by the BCC on August 8, 2017. He noted the report provided by the PC on the Spanish Springs Area Plan text amendment would be heard by the BCC on August 8, 2017.

Mr. Webb stated beginning with the September 5, 2017 PC meeting, staff would provide cups and a pitcher of water, rather than plastic water bottles, for the Commissioners.

Mr. Webb announced the official kickoff for the 2017 Regional Plan Update. He said the event would take place on August 17, 2017 from 4:00 p.m. to 6:30 p.m. at the Moana Nursery Landscape and Design Center at 1100 West Moana Lane in Reno. The event was an open house and was open to the Commissioners and to any members of the audience.

Mr. Webb provided a handout to the Commissioners for the Nevada State APA Conference in Carson City, October 2-4, 2017. He also passed out a handout for The Nevada Leadership Program, which was a Fundamentals of Economic Development Workshop on Sunday, October 1, 2017. He noted the Commissioners would be reimbursed for the registration cost if they attend the Nevada State APA Conference. He stated the cost of the Economic Development Workshop would be paid for by the Commissioners, without reimbursement, if they chose to attend.

***B. Legal information and updates**

DDA Edwards had no updates for the Commission.

11. *General Public Comment

There was no response to the call for public comment.

12. Adjournment

6:46pm

Commissioner Chesney moved to adjourn the meeting. Commissioner Donshick seconded the motion, which passed unanimously with a vote for seven for, none against.

Respectfully submitted,

Katy Stark, Recording Secretary

Approved by Commission in session on September 5, 2017.

Carl R. Webb, Jr., AICP
Secretary to the Planning Commission