



WASHOE COUNTY PLANNING COMMISSION **DRAFT** Meeting Minutes

Planning Commission Members

Francine Donshick
R. Michael Flick
Linda Kennedy
Daniel Lazzareschi, Vice-Chair
Kate S. Nelson
Rob Pierce, Chair
Patricia Phillips
Secretary
Trevor Lloyd

Tuesday, March 5, 2024
6:00 p.m.

Washoe County Administrative Complex
Commission Chambers
1001 E 9th Street, Building A
Reno, Nevada 89512

and available via
Zoom Webinar

The Washoe County Planning Commission met in a scheduled session on Tuesday, March 5, 2024, in the Washoe County Commission Chambers, 1001 East Ninth Street, Reno, Nevada and via Zoom teleconference.

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

1. *Determination of Quorum

Chair Donshick called the meeting to order at 6:00 p.m. The following Commissioners and staff were present:

Commissioners present: Francine Donshick
R. Michael Flick
Linda Kennedy (Zoom)
Daniel Lazzareschi
Kate S. Nelson (Zoom)
Rob Pierce
Pat Phillips

Commissioners absent:

Staff present: Trevor Lloyd, Secretary, Planning and Building
Kat Oakley, Senior Planner, Planning and Building
Tim Evans, Planner, Planning and Building
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office
Adriana Albarran, Office Support Specialist, Planning and Building
Brandon Roman, Recording Secretary, Planning and Building

2. Pledge of Allegiance

Vice Chair Lazzareschi led the pledge to the flag.

3. Ethics Law Announcement

Deputy District Attorney Jennifer Gustafson provided the ethics procedure for disclosures and Zoom instructions.

4. Appeal Procedure

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

5. General Public Comment and Discussion Thereof

Chair Pierce opened the Public Comment period.

Public Comment:

There was no response to the call for public comment.

6. Approval of March 5, 2024, Agenda

Commissioner Donshick moved to approve the agenda for the March 5, 2024, meeting as written. Vice Chair Lazzareschi seconded the motion, which passed unanimously with a vote of seven for, none against.

7. Approval of February 6, 2024, Draft Minutes

Commissioner Kennedy moved to approve the minutes for the February 6, 2024, Planning Commission meeting as written. Vice Chair Lazzareschi seconded the motion, which passed unanimously with a vote of seven for, none against.

8. Consent Item

A. Special Use Permit Case Number MPR 12-8-90 (Mustang Quarry) [For possible action] - For hearing, discussion, and possible action to approve the 5-year review of conditions of approval for aggregate operations for MPR 12-8-90 for Mustang Quarry. The purpose of this review is to examine the conditions of approval to ensure that they adequately provide for compatibility between aggregate operations and surrounding land uses in accordance with WCC 110.332.40. The Development Code requires that a date be established for the next scheduled review of conditions of approval.

- Applicant: Q&D Construction
- Property Owner: Kinder Limited
- Location: 12050 Interstate 80 E & 2411 Canyon Way
- APN: 084-060-11; 084-050-12
- Parcel Size: 515.64 & 160.00 acres
- Master Plan: Rural
- Regulatory Zone: General Rural (GR)
- Area Plan: Truckee Canyon
- Development Code: Authorized in Article 332, Aggregate Facilities
- Commission District: 4 – Commissioner Andriola
- Staff: Tim Evans, Planner
Washoe County Community Services Department
Planning and Building

- Phone: 775.328.2314
- E-mail: tevans@washoecounty.gov

Secretary Trevor Lloyd indicated this was a consent agenda Item and the Commission could either remove the item from the Consent Agenda and request a presentation or make a motion.

Commissioner Donshick moved that the 5-year review of the Conditions of Approval for aggregate operations for Special Use Permit Case Number MPR 128-90 for Q & D Construction be accepted on the grounds that the Conditions of Approval adequately provide for compatibility between the facility's operations and the surrounding land uses. The next scheduled review of Conditions of Approval shall occur no later than January of 2029.

Commissioner Kennedy seconded the motion, which passed unanimously with a vote of seven for, none against.

9. Public Hearings

A. Abandonment Case Number WAB24-0001 (Cote and Stevens Abandonment) [For possible action] – For hearing, discussion, and possible action to approve an abandonment of Washoe County's interest in two access easements, which include the portion of Casey Ranch Road and Winters Creek Lane lying within parcels identified by APNs 046-051-42 and 046-051-37, except for a 20' emergency turnaround easement that falls partially within the subject access easements and will be separately recorded.

- Applicants/Property Owners: Thomas J. & Gloria Cote; and Timothy L & Christina Stevens
- Location: 2305 Kelly Canyon Rd & 1435 Casey Ranch Dr
- APN: 046-051-42 & 046-051-37
- Parcel Size: 5.17 & 4.982 Acres
- Master Plan: Rural Residential
- Regulatory Zone: Medium Density Rural
- Area Plan: South Valleys
- Development Code: Authorized in Article 806, Vacations and Abandonments of Easements or Streets
- Commission District: 2 – Commissioner Clark
- Staff: Kat Oakley, Planner
Washoe County Community Services Department
Planning and Building
- Phone: 775.328.3628
- E-mail: koakley@washoecounty.gov

Senior Planner Kat Oakley conducted a PowerPoint presentation and reviewed slides with the following titles: Located at...; Request; Background; Site Plan; Evaluation; Reviewing Agencies; Public Notice; Findings; and Motion. She pointed out one of the easements connected to the regional park, but it was not necessary for any plans of the Washoe County Parks Department.

Public Comment:

There was no response to the request for public comment.

Ms. Oakley indicated the applicant was present but did not wish to make a presentation.

MOTION: Commissioner Phillips moved that Abandonment Case Number WAB24-0001 for Cote and Stevens be approved, with the conditions included as Exhibit A to this matter, having made all three findings in accordance with Washoe County Code Section 110.806.20.

Commissioner Donshick seconded the motion, which passed unanimously with a vote of seven for, none against.

B. Tentative Subdivision Map Case Number WTM23-001 (Learner-Lemmon) [For possible action] – For hearing, discussion, and possible action to approve a tentative subdivision map to allow the subdivision of one parcel totaling 19.926 acres into an 85-lot common open space residential development with lots ranging in size from 4,500 to 7,750 square feet; and for major grading of ±19.926 acres, with ±20,000 cubic yards of excavated material and ±55,000 cubic yards of fill material, with ±35,000 cubic yards of that fill material imported.

- Applicant: Krater Consulting Group, PC
- Property Owner: Learner, Brett H & Learner, Bryan A
- Location: 0 Pan American Way
- APN: 080-461-08
- Parcel Size: 19.926 acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: High Density Suburban (HDS), Medium Density Suburban (MDS), and Open Space (OS)

- Area Plan: North Valleys
- Development Code: Authorized in Article 608, Tentative Subdivision Maps and Article 408, Common Open Space Development

- Commission District: 5 – Commissioner Herman
- Staff: Kat Oakley, Planner
Washoe County Community Services Department
Planning and Building

- Phone: 775.328.3628
- E-mail: koakley@washoecounty.gov

Senior Planner Kat Oakley conducted a PowerPoint presentation and reviewed slides with the following titles: Request; Project Area; Background; Tentative Map; Common Open Space; Landscaping; Grading; Facilities: Roads; Facilities: Sewer; Neighborhood Meeting; Noticing; Modified Conditions; Findings; and Possible Motion for Approval.

Ms. Oakley stated the Lemmon Valley Suburban Character Management Area was one of the designated growth areas of the North Valleys Area Plan. The site plan, she noted, was in compliance with the requirement for a 30-foot open space buffer between proposed residential lots and existing County residential development; the applicant proposed a minimum of 50 feet with many areas being wider than that. Additionally, a tree would be planted in each front yard to fulfill Land Use and Transportation Element Policy 17.5. She reviewed the traffic study, which concluded that all affected intersections would maintain acceptable levels of service. She explained the modifications to the conditions were made not because of the content but because of unclear wording and unnecessary repetition.

Applicant Ken Krater reviewed two slides from his presentation: a zoning map and a site map. He highlighted the amount of community outreach he did, noting he offered to meet with all

adjoining neighbors in various ways. He emphasized the buffer between the open space, including the retention facilities, and the existing County residents. He noted the park was originally more centered, but it was moved to the outside which not only allowed for an increase in size, but it also made it, so no homes were directly next to Lear Boulevard. He felt they worked hard to address the concerns of the community. He described the types of wording changes made to the conditions and urged the Commission to approve the item.

Public Comment:

Ms. Gaye Hollenberger stated she had been in contact with Mr. Krater from the beginning and noted the applicant and Ms. Oakley had answered many of her questions. She pointed out her house on a map she displayed, saying the new design included a street where the original map did not. She wondered whether a decorative fence could be added to ensure her dogs did not run into the street.

Discussion by Commission:

Commissioner Kennedy asked for more information about potential flooding, since the area had flooded in the past.

Senior Engineer Janelle Thomas agreed the area had been in the flood plain, and a small portion of the site was in the FEMA-designated flood plain. The County required mitigation to build in those areas.

In response to the comments made by Ms. Hollenberger, Chair Pierce inquired about the possibility of adding fencing.

Ms. Oakley said there had been no discussion about requiring it. The intent of the buffer area was to provide space between the development and existing homes, and to provide recreational space. Those benefits would be provided whether a fence was installed or not.

Mr. Krater responded they could consider a split-rail fence, but he pointed out the existence of a trail, which would result in two openings in any fence to allow pedestrian access. He added flooding only occurred on Lear Boulevard, not on the property.

Chair Pierce did not believe there needed to be a stipulation about the fence, and that could be worked out by the applicant.

MOTION: Commissioner Donschick moved that Tentative Subdivision Map Case Number WTM23-001 for Krater Consulting Group, PC be approved with the condition included as Exhibit A to this matter, having made all ten findings in accordance with Washoe County Code Section 110.608.25, as well as the recommended amended conditions.

Commissioner Nelson seconded the motion, which passed unanimously with a vote of seven for, zero against.

10. Chair and Commission Items

A. Future agenda items

There were no requests for future agenda items.

B. Requests for information from staff

Referencing that staff worked with the applicant for Agenda Item 9.B. to update the condition language, Vice Chair Lazzareschi requested that staff return to the Commission to discuss updating the standard condition language as a whole.

Secretary Trevor Lloyd agreed some of that boilerplate language was in need of an update, and he suggested either agendaizing that item or returning it to the Commission with a memo of any changes made by staff.

Vice Chair Lazzareschi stated a memo would be fine.

11. Director's and Legal Counsel's Items

A. Report on previous Planning Commission items

Secretary Trevor Lloyd said the Woodcreek Development Code Amendment recently heard by the Planning Commission (PC) was heard by the Board of County Commissioners (BCC) on February 20, 2024, where it was approved. The Thompson Master Plan and Regulatory Zone Amendments, which were denied by the PC, would be heard at the March 19, 2024, BCC meeting, as would the second reading of the Affordable Housing Package – First Phase.

6:35 p.m. Commissioner Nelson left the meeting.

B. Legal information and updates

There were no updates.

12. *General Public Comment and Discussion Thereof

There was no response to the call for public comment.

13. Adjournment

With no further business scheduled before the Planning Commission, the meeting adjourned at 06:37 p.m.

Respectfully submitted by Derek Sonderfan, Independent Contractor.

Approved by Commission in session on May 7, 2024

Trevor Lloyd
Secretary to the Planning Commission