



## **Incline Village Crystal Bay Citizens Advisory Board**

DRAFT: Approval of these draft minutes, or any changes to the draft minutes, will be reflected in writing in the next meeting minutes and/or in the minutes of any future meeting where changes to these minutes are approved by the CAB.

Minutes of the Incline Village/Crystal Bay Citizens Advisory Board meeting held via teleconference on November 1, 2021

- 1. CALL TO ORDER/ ROLL CALL/ DETERMINATION OF QUORUM** – Diane Becker opened the meeting at 5:30 p.m. Members in attendance included: Kevin Lyons, Kathie Julian, Diane Becker, Denise Davis, Judith (Judy) Simon, Roxanna Dunn (Alternate) and Chris Wood (alternate).
- 2. PLEDGE OF ALLEGIANCE** - The pledge of allegiance was recited.
- 3. GENERAL PUBLIC COMMENT** – Limited to no more than three (3) minutes. Anyone may speak pertaining to any matter either on or off the agenda. The public are requested to submit a Request to Speak form to the Board Chairman. Comments are to be addressed to the Board as a whole. Additionally, during action items public comment will be heard on that particular item before action is taken.

Jean Diaz (via email) attached hereto.

Carole Black (via Email) attached hereto.

- 4. WHAT IS DEVELOPMENT (TRACK 2)?** – Trevor Lloyd, Washoe County Planning Manager, Planning and Building Division, provided a brief overview on development and what's coming down the line.

*NOTE: The Zoom recording began during this item.*

Trevor Lloyd provided an overview of upcoming developments and meeting formats to receive feedback on development projects.

Kathie Julian said she had questions and concerns about Track 2. She had shared these concerns about Track 2 and development projects in emails to both the Communications and the Planning Staff. She asked who will ensure that the developer-initiated neighborhood meetings will be held at a reasonable time; invite the community to attend and not just the surrounding neighbors. It impacts more than just those within 750 ft away. Mr. Lloyd stated there is staff oversight and staff makes sure neighborhood meetings are noticed in accordance with requirements. It will go out to people within 500-750 ft of the project. He added that this community is very active and helps disseminate information. He stated we can utilize the GIS HUB software to get the word out. He stated he believes the neighborhood meetings will be well attended. He stated will make sure it's held at an appropriate time and place. It's a work in progress. Kathie Julian stated it's about the process, and the public hasn't been consulted about the process. She said she questions how people are noticed, who will take the minutes, and how will be sure the public's voice is appropriately listened to. She asked what the community's recourse is when the developer doesn't listen. It would be much more effective if the County could notice the community and not have to rely on the volunteers in Incline Village to get the word out. There are second homeowners who may not receive mail notifications. She asked if there is an email noticing process. She would appreciate a dialogue with the County. Mr. Lloyd stated it's a dynamic process with adjustments and improvements made during the process. He stated the development projects are already on the website for the public's review. He stated expanding the noticing requirement is very costly. He said we are happy to listen and consider ideas as we aren't finish with the processes. Kathie Julian asked about the 40-unit condo development. Mr. Lloyd stated they have already submitted the application and will be required to host a recorded meeting.

Kevin Lyons stated it would be helpful to have a refresher about has-right, will-right part of the process and the public's involvement in that. He said it would help explain the noticing requirements. He would appreciate that explanation.

Commissioner Alexis Hill stated it's a process that all the commissioners will be watching to see if we need to make changes or gather additional feedback. She said we could look at expanding noticing if that is something you want to talk about. She said she will have better definitions of larger developments. She said getting input prior to submission will be beneficial.

Diane Becker stated she is personally concerned with the process. She stated the community has knowledge and information that the planners don't have because they don't live here. She said she would like to make sure we have input with larger developments. The CAB is the perfect opportunity to hear projects and provide input. The Track 2 program puts a lot of responsibility on the developer. Mr. Lloyd stated people would receive notice ten days in advance. She asked where the meetings will be held. He stated that is what we are still working on. He spoke about the hybrid approach with the opportunity for zoom meetings and the ability to attend in person. Those are the things we are discussing. She said on-site meetings in the winter wouldn't work because of the snow and lack of parking. She stated there are a lot of issues. She asked the County to consider including representatives from the community to be involved with the development of the process as it affects our lives. Some of the communications can be difficult, but we would like to be part of some of these matters. Big development projects need input from the entire community. For instance, Boulder Bay needs input from the entire community, not just the neighbors who live 750 feet from Boulder Bay. For the smaller projects, please consider setting up a meeting for us to come and provide the realities and issues. There are issues here that aren't relevant to Sparks or Reno. She stated only having 3-minutes during public comment is not sufficient time for a persuasive presentation. She asked if they would consider allowing a more adequate, longer presentation by the community on some more important projects/topics, which could include allowing the community to hire professionals to provide a presentation that addresses community concerns and issues without the 3-minute public comment limit.

Judy Simon stated we have a few community centers such as the Library and Community Center in the old US Forest Service office which has parking that might be considered to host meetings.

#### Public Comment:

Rhonda Tyser asked the criteria to determine which projects require a neighborhood meeting. She asked how we find out about the projects that don't require a neighborhood meeting. Mr. Lloyd stated we are still ironing out those details. He stated big projects will be tentative maps, special use permits, master plan amendments. He said smaller projects might include accessory dwelling or parcel map. He said the medium developments would probably go to neighborhood meetings. We are finishing up on those details. There isn't a one-size-fits-all. It will be case by case. Rhonda Tyser asked why ADUs won't need a public meeting. A neighborhood is impacted if an ADU is put in on a parcel smaller than one acre. She said Tier 2 or 3 short term rentals won't need a public meeting. To have a blanket criterion that doesn't take into the particulars isn't the best approach. She said you need to speak with CAB members and communities to see how the projects could best be addressed.

Judy Miller said she read some of the reports given to Board of County Commissioners about track 2 that a zoom meeting was required for neighborhood meetings since its' difficult for some people to attend. It would also provide the recordings. She said she also read that the County communications staff would be reaching out to the public about all of these community meetings so everyone could be informed and hope that will be the case. They could reach out on social media or Nextdoor. She said if that wasn't already in there, she hopes it would be included.

Steve Bard said in regard to the case-by-case determination on when something is broadly discussed and communicated is scary. He said why not make it objective based on acreage or dollar amount. It's a slippery slope when it's decided on a case-by-case basis. He said today, with social media and electronic communications, communication is free. Broader communication is free. Thank you for putting this together.

Nancy Parker asked if what the CAB is using as best practices to engage the community. Neighbors can provide input and feedback on projects but wholistically on impacts on the entire community. Nobody understands what the CAB does or that you even exist. It would be a good idea to broadcast what you are tasked with doing and asked how they engage the community. She said if she hadn't researched the CAB, she wouldn't know about the CAB meeting today. It goes back to the basics of educating on what the CAB does and upcoming projects. Diane Becker stated the CAB just recently changed the format. Mr. Lloyd explained the recent CAB format changes.

Carole Black said the CABs are asking for a broader scope of activities and things to address. They weren't asking for something to be taken away. We have attended the CABs in the past and can provide input about development. She said she is sure about the changes. She stated the County needs to re-think this format on the major projects. The neighborhood meetings are great, but the CAB needs the opportunity to review. She said we will hear about housing during this meeting and we have a major issue in our community to help support our community, such as students and first responders. She said she is curious why we have not seen a moratorium on residential developments until a comprehensive review has been done. The report will address short-term rentals and density. She asked why are we looking at a 40-unit, non-affordable project that could fit this need. We need a moratorium so we can look at these things.

**5. WASHOE TAHOE PARTNERSHIP FINAL REPORT** – Chase Janvrin, Tahoe Prosperity, was not present. Alexis Hill provided a PowerPoint slideshow.

Kathie Julian thanked Commissioner Hill. She urged everyone to read the report. It's well written and not as long as it initially appears. It's insightful of the community. She referenced a slide about 82% of people are over 65. The figure is actually 25% is over the age 65. It's an 82 percent growth in that demographic. The point is the same; however, there is a demographic shift to older families with kids going to the high school. She asked a question for TCP – We have a list of publicly owned land for affordable housing, but there was no list of privately held lands. This brings up that 40-unit complex. It's a shame that we aren't approaching our housing problem in a more integrated way. We look at all properties that we have left in the community and incentivize workforce housing with public and privately owned land. Commissioner Hill stated the County has to adopt a policy to help incentivize developers. We don't have inclusionary zoning, but we can do incentives so we can work with private developers moving forward.

Judy Simon stated that as long as it's economical for a developer to build one 15-bedroom house and not 15 1-bedroom houses, it will be a real problem to get a developer to do this type of thing. Developers need to step up. Commissioner Hill stated we need to incentivize and work with TRPA on density for workforce housing. She said we could not change the cost of building materials, but we can try to incentivize development and work on zoning.

Diane Becker stated we need multifamily to meet the needs for those working. She suggested Commissioners go to the State of Nevada and request funding for multifamily as well as single-family. Single-family is real opportunity in Las Vegas because they have the land; however, in Incline Village, there isn't available land. Multifamily is more realistic.

Kathie Julian referenced the 13% figure about STR conversion with renters being asked to move because the property is being converted to STR. She added many folks who are simply asked to move out, the property may also be converted to STR. Those who are moving out often don't know what will happen to the property when they move out. That is why the consultant was conservative with that number. It's likely more. It's buried in that 26% number of people who are asked to move and don't know why. It's perhaps STR conversions. It points to the need for the data of the recently sold houses that end up as STRs. It's important to understand the trends in sales. She said 77% of STR permits are for apartments and condos which is the housing inventory for our workforce. Commissioner Hill stated we are looking at how STRs are affecting this; it's part of the problem, but there are many that we need to fix and take a look at. She said she will work with the housing team on what other communities are doing. It will be part of the conversation.

Kevin Lyons thanked Commissioner Hill. He said he enjoyed the report. He had some comments about the census part. He said the calculation on the housing cost, excluding the land, is a major mistake if we're going to use the data to think about the actual problems. Because housing that's affordable is a solved problem all around the world. He spoke about the how expensive land can be a factor. The questions are - how to do it; where to do that; how to do it efficiently; and how to take away the disincentives, which is the problem that otherwise happens naturally. He volunteered to meet with the housing team. He said it's not rocket science. Look at a few things that could be gumming up the works. He said he looked at the survey. Looking at the methodology without knowing the response rate, how many were invited to take the survey, and how many responded is probably a high number. You do run into self-selection problems there, potentially. It's great objective data. He wanted to flag that information before knowing more about the methodology.

Public comment:

Carole Black stated she wanted to congratulate Alexis for pitch-hitting and presented the last minute. She stated she sent some written materials that she hoped would get passed around to the committee members. She asked why are we discussing a 40-unit condo building on a prime piece of property in the center of town, right by public transportation and transit stop when we have this report in front of us today. She asked why the County has not done what other County's have done around the lake. They have conducted similar types of housing studies. She stated we should look at those and collaborate with some of our neighbors. There are a number of good studies out there. She asked why haven't we temporarily put a moratorium on development to prioritize and think about the right next steps for this land. It's right there on the major route where the buses go by and near all the commercial activities in the area. She said she assumes they will be high-end condominiums. She said she is asking about a moratorium, and it's something to think about. Look at all the opportunities available. It's a complex problem. Same goes for short-term rentals which the report mentions needs more aggressive regulations. We have the least aggressive regulations around the lake. It needs to be looked at. She said she is thrilled to see the discussion. As far as public land, there is a lot of Forest Service land around town that could be looked at.

Judy Miller thanked Commissioner Hill. The report underlines the urgency of the workforce housing shortage. It's true, we cannot build; it sometimes takes years to have a project from first planning phase to final completion. We need to look at what we can do immediately and what other jurisdictions are doing. We need to put a moratorium on Short Term Rentals. We are up to 600 STR applications. There is an estimated 800 that were told last week which is probably conservative; its probably more like 1,000 that our workforce could use. It's one of the biggest sources we have for workforce housing. She said she hopes there is a moratorium on STRs. People are dragging their feet on applying. We need workforce housing now.

Kathie Julian read a question submitted by a public member, Doug Flaherty - This agenda item mentions the Washoe Tahoe partnership. It is my understanding that the Washoe Tahoe partnership focuses mainly upon the geographical area of Incline Village/Crystal Bay. I understand that there have been several meetings of the Washoe Tahoe Partnership. And my question is: Was the general public given the opportunity to join in on and participate in this partnership from its inception. Were the past meetings of the Washoe Tahoe partnership publicly notice so that Incline Village/Crystal Bay residents could take part in the meetings.

Sara Schmitz spoke about topic of government owned land and higher density workforce housing. She said it brings to mind the parcel that is potentially going to be turned into a transit hub and how the community has been saying for many, many years that that particular location is inappropriate for a transit hub but is perfect for workforce housing from a location perspective. She said she would like that to be reconsidered. Washoe County is late to the game as far as short-term rental ordinance. The other communities around the basin are ahead of us in the learning curve including Placer County. Placer County extended their moratorium on short-term rentals because they had concluded that short term rentals were exacerbating the housing crisis. We need to look to our neighbors around the lake and see that they have already reached the conclusion that short term rentals are having a reduction of workforce housing availability. We could learn the same lessons from them. She agreed with Judy Miller. She said people have had plenty of time to do their short-term rental applications. If we put in a short-term rental moratorium, it does give the opportunity to formulate a strategy and a plan going forward.

Pamela thanked everyone for their time. She said she understands data is a really critical factor here and time is of the essence. She asked if this information has gone to any of the other commissioners. Over the past several years, the emphasis has been on how to streamline the process to take housing units off the market and convert them into short-term rentals. The priority should be how do we ensure that we keep the folks who are here in their homes. She said she understands it is a new report and very comprehensive and difficult to get your arms around. She asked if this is a priority for the Commission itself, or is it just considered a pet project to just check the box and see how we can increase our short-term rental and tourism into the Tahoe Basin through Washoe County. Commissioner Hill said the other Commissioners haven't met on this. She said she is hoping TPC can do a presentation. We are looking at an affordable housing policy changes throughout the entire Washoe County. She said she has a meeting with staff about that next week. So, it's on the mind of Reno and Sparks. The big issues is homelessness. We are looking to support people at much lower area of medium

income. It's a drastic issue with permanent supportive housing and section 8 voucher housing, which is not needed in Tahoe. There needs to be information on the specific needs in Tahoe to ensure the economy and local ecosystem can survive up here. We need to move forward with these policies. That is something the rest of Commission will vet on. They don't know the details of the workforce housing issue in Incline Village/Crystal Bay, but they will be interested in finding it out.

Diane Becker said she hopes that when Commissioner Hill considers the decision on whether or not to allow ADUs in lesser dense parcels, that she will consider that ADUs could be a source of workforce housing, and hopefully under no circumstances should ADUs be expanded to lesser dense parcels without considering and addressing the lack of workforce housing issue. She said she doesn't know the timing. It needs to be looked at as a possibility. She referenced the report and the future needs for workforce housing. The ADUs could potentially serve that.

**6. CAB BOARD MEMBER/BCC NEWS AND ANNOUNCEMENTS** — This item is limited to announcements by CAB members and Commissioner Alexis Hill. (Non-Action Item)

Judy Simon announced our drinking water may be threatened by proposals from the Tahoe Keys Homeowners Association plan to erratic plants. Their detailed proposal includes the use of herbicides in mostly in dilution to dissipate the poisons in the water. The water quality may not be an immediate risk if Lahontan and TRPA approve these tests, but what about the inevitable scaling up at a future herbicide dose. We need to protect our source water for future drinkability. The present proposals do not consider herbicides as the last resort after other test methods. Methods have been scaled up. They also cite an antidegradation analysis designating Lake Tahoe's Clarity as an outstanding aesthetic standard, setting a precedent that deems herbicides acceptable and even beneficial in keeping Tahoe's water clear and blue and leaving behind the standard of water quality rather than mere clarity. The Water Board has received public comment on the proposals. The Tahoe Water Suppliers Association has raised a process point that the application posted on the Tahoe Keys website had an outdated 2019 project description. They have requested an extension of the public comment which ended earlier today. Lahontan and TRPA need to push for ongoing storm water and fertilizer improvements such as removing grass from the edges of water, landscaping and adding storm drain inlet filters, closing off the keys or installing a boat lock system. These could achieve this goal of limiting the spread of invasive weeds from boating activity, as boating is a known vector for spreading invasive animal and plant life. The private community of Tahoe Keys has 11 miles of shallow, inland waterways constructed in the 1960s; it has been called the most damaging intrusion on the lakeshore of Lake Tahoe in human history. The present property owners may not be responsible for the ecological mess that is the keys; however, they should not dictate methods that threaten our drinking water. Lahontan and TRPA are scheduling meetings in January about these proposals. She urged that the CAB find a place in future agendas to alert our community and representatives to the threat. Tahoe Water Suppliers Association has published their concerns. Diane Becker asked where people could send their public comment. Judy Simon stated Lahontan Water Board; however, it wasn't easy to find the link. She said we can send out the link. She suggested IVGID and Tahoe Suppliers need to keep a close eye on this and inform the community.

Diane Becker stated we have an initial list of potential topics. It's on the CAB website. She invited everyone to look at the list and let us know the top four topics that are most important to you. For next month, we have a tentative presentation by NDOT. They have a 3-year road construction project on highway 431 and state route 28. Next month, we will have a Boulder Bay presentation. We will invite as many people as possible. Send your comments to CAB email to update the topic's list.

Denise Davis stated there was a comment in public comment that the community doesn't know about the CAB. She stated she is interested in how the community would like to be notified of things. We are splintered and fractured in how we get information anymore. We don't have a local newspaper. She said she is interested in how the community would like to receive information. Kevin Lyons stated we conducted a survey with the local government on how people would like to receive information. He stated he could share that information.

**7. APPROVAL OF MINUTES FROM PREVIOUS MEETING (October 4, 2021)** (for Possible Action) - Kevin Lyons stated that there were comments made by himself and others under the section about future agenda items. There were

recommendations and suggestions made for future agenda topics as opposed to just general comments. He said it wasn't clear in the minutes. Kathie Julian stated when we look at the minutes, we can correct our statements. She asked how can the public correct their statement if they have a correction. Diane Becker stated we can check with Open Meeting Law; however, we can ask the public to let us know if their statements were not accurately transcribed. She noted these minutes have an extreme level of detail. We can add something to the website that invites the public to send an email if they see something that needs correction so we can look at it. There is an audio recording of the meeting we can review. Kathie Julian stated the public comments were not attached to the email.

**MOTION: Judy Simon moved to approve the minutes of October 4, 2021 with the comments incorporated by Kevin Lyons and Kathie Julian. Diane Becker seconded the minutes with the inclusion of the comments. The motion carried unanimously.**

#### **8. APPROVAL OF THE MINUTES FOR THE MEETING OF MAY 3, 2021 (for Possible Action)**

**MOTION: Kathie Julian moved to approve the minutes of the May 3, 2021 CAB meeting. Kevin Lyons seconded the motion, which carried unanimously.**

**9. GENERAL PUBLIC COMMENT** — Limited to no more than three (3) minutes. Anyone may speak pertaining to any matter either on or off the agenda. The public are requested to submit a "Request to Speak" form to the Board chairman. Comments are to be addressed to the Board as a whole.

Sara Schmitz stated she wanted to bring to it the public's attention something that was shared with all of the CAB members and Commissioner Hill today. It's been discovered that there has been a STR permit issued to a property with a converted garage without a permit. She stated she finds it quite ironic that conversion of a garage, which is an additional dwelling unit that is currently against zoning rules, was done without any county permits. She asked how a short-term rental permit could be issued. That's an example of one of the most egregious health and safety concerns. She said it's ironic that somehow it got through. She stated she looks forward to the CAB becoming more engaged in the short-term rental application review process to ensure that our community is safe and that the people who are renting are safe.

**ADJOURNMENT** - The meeting adjourned at XX