

Washoe County Development Application

Your entire application is a public record. If you have a concern about releasing personal information, please contact Planning and Building staff at 775.328.6100.

Project Information		Staff Assigned Case No.: _____	
Project Name: Curtis Property Carol Drive			
Project Description: Improve the current property after fire in April 2024. Property was a duplex prior to fire. Will remain a duplex by adding 2 manufactured homes on to the property.			
Project Address: 5175 Carol Drive, Sun Valley, NV 89433			
Project Area (acres or square feet): Acreage: 0.326			
Project Location (with point of reference to major cross streets AND area locator): Located in Sun Valley, on Carol Drive between East 1st Street and East 2nd Street			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
085-851-19	.326		
Indicate any previous Washoe County approvals associated with this application: Case No.(s). N/A			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: BRANDON CURTIS		Name:	
Address: 5475 DOLORES DRIVE		Address:	
SPARKS	Zip: 89436		Zip:
Phone: 775-345-4450	Fax: N/A	Phone:	Fax:
Email: BRANDON@BCIMPROVEMENT.COM		Email:	
Cell: 775-345-4450	Other:	Cell:	Other:
Contact Person: BRANDON CURTIS		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name: BRANDON CURTIS		Name:	
Address: 5475 DOLORES DRIVE		Address:	
SPARKS	Zip: 89436		Zip:
Phone: 775-345-4450	Fax: N/A	Phone:	Fax:
Email: BRANDON@BCIMPROVEMENT.COM		Email:	
Cell: 775-345-4450	Other:	Cell:	Other:
Contact Person: BRANDON CURTIS		Contact Person:	
For Office Use Only			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Property Owner Affidavit

Applicant Name: BRANDON JOHN CURTIS

The receipt of this application at the time of submittal does not guarantee the application complies with all requirements of the Washoe County Development Code, the Washoe County Master Plan or the applicable area plan, the applicable regulatory zoning, or that the application is deemed complete and will be processed.

STATE OF NEVADA)
)
COUNTY OF WASHOE)

I, Brandon curtis

(please print name)

being duly sworn, depose and say that I am the owner* of the property or properties involved in this application as listed below and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true, and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by members of Planning and Building.

(A separate Affidavit must be provided by each property owner named in the title report.)

Assessor Parcel Number(s): 085-851-19

Printed Name

Brandon curtis

Signed

[Signature]

Address

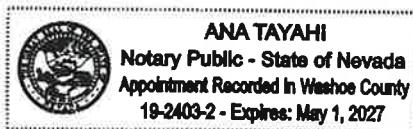
5475 Dolores Dr Sparks NV 89438

Subscribed and sworn to before me this
08 day of SEPTEMBER, 2025.

ANA TAYAH
Notary Public in and for said county and state

My commission expires: MAY 01, 2027

(Notary Stamp)



*Owner refers to the following: (Please mark appropriate box.)

- ☐ Owner
- ☐ Corporate Officer/Partner (Provide copy of record document indicating authority to sign.)
- ☐ Power of Attorney (Provide copy of Power of Attorney.)
- ☐ Owner Agent (Provide notarized letter from property owner giving legal authority to agent.)
- ☐ Property Agent (Provide copy of record document indicating authority to sign.)
- ☐ Letter from Government Agency with Stewardship

Administrative Review Permit Application

Supplemental Information

(All required information may be separately attached)

1. Describe the type of development that is proposed (e.g. accessory dwelling unit, accessory structure, etc.)

We would like to replace the damaged structure from fire (April 2024) with two modular homes. Prior to fire property had a duplex. With both modular homes being 2025 two utilities already at property.

2. If this proposed administrative review permit application is for an accessory dwelling or structure, what is the square footage of the proposed building? If the building is a manufactured or modular home, also list the age and size of the unit.

Home and dwelling are both 2025 modular homes.
Home 30'x72' (2160' sq ft) dwelling 20'x48' (942' sq ft)

3. How are you planning to integrate the proposed building to provide architectural compatibility with the subject property and neighborhood?

We are placing 2025 modular homes on the property upgrading and freshening up not just the property but the neighborhood. In combination with creating curb appeal by cleaning up the trees and landscaping placing grass and walkways.

5. How many off-street parking spaces are available? Parking spaces must be shown on site plan. Will any new roadway, driveway, or access improvements be required?

This property will have 8 on-site parking spots, plus overflow lot.

6. What will you do to minimize any potential negative impacts (e.g. increased lighting, removal of existing vegetation, etc.) your project may have on adjacent properties?

We plan on working during normal construction business hours 7am - 5pm. And then plan on informing neighbors ahead of time when increased traffic and people will be at property.

7. If your project falls under WCC 110.220.60 Sitting on Corner and Sloped Lots, address how the project meets the requirements of WCC 110.220.60(a)(1-6).

We are aware of the zoning set backs. North side 20' South side 20', East 8', and West side 8'. We will comply with these set backs.

8. Is the proposed building intended to be used for a business or as a short term rental (STR)? If so, have you obtained a business license or STR permit?

No

9. Is the subject property part of an active Home Owners Association (HOA) or Architectural Control Committee?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, please list the HOA name.
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10. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that may prohibit a detached accessory dwelling on your property?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, please attach a copy.
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11. Only one accessory dwelling unit, whether attached or detached, is allowed per parcel. Is there a guest apartment, mother-in-law unit, next-gen addition with kitchen or any other type of secondary dwelling on the subject property?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please provide information on the secondary unit.
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12. List who the service providers are for the main dwelling and accessory dwelling:

	Main Dwelling	Accessory Dwelling
Sewer Service	Municipal-SVGID	Municipal-SVGID
Electrical Service	Municipal-NVenergy	Municipal-NVenergy
Solid Waste Disposal Service	Municipal-Waste Management	Municipal-Waste Management
Water Service	Municipal-TMWA	Municipal-TMWA

Question 11 Answer:

Independent Living Arrangements for Elderly Parents

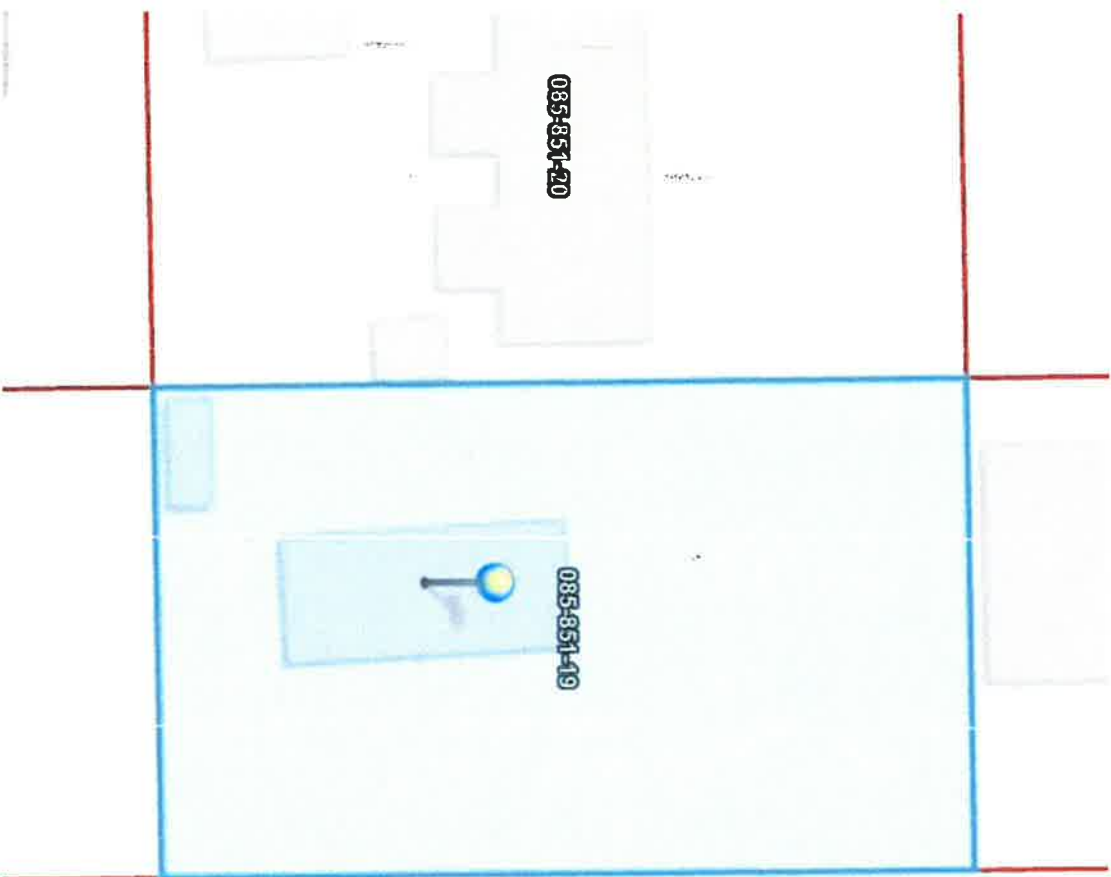
Extra Kitchen Provision

We have included an additional kitchen in our home. This allows our elderly parents to maintain their independence and continue managing their daily routines with autonomy.

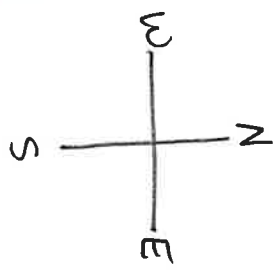
Date Paid: 9/08/2025 09:42:18 AM
Confirmation Code: 97260853
Last 4: 4672
Transaction Amount: \$557.49
Credit Card Fee: \$0.00
Payment Mode: EChecking
Payment Type: ECheck
Paid By: Brandon Curtis
Phone: (775) 345-4450

Tax Payment

Parcel Number	Tax Year	Bill Number	Installment	Amount Due	Amount
08585119	2025	2025153729	2	\$185.83	\$185.83
08585119	2025	2025153729	3	\$185.83	\$185.83
08585119	2025	2025153729	4	\$185.83	\$185.83
				Subtotal:	\$557.49
				Convenience Fee:	\$0.00
				Total Paid:	\$557.49



CAROL DR



5175 CAROL DR

— X

5175 Carol Dr Sun Valley

APN: 085-851-19

Documents Tax Information

Permit/Accela Information Found (5)

Owner: CURTIS, BRANDON J

Corporate Area: WASHOE

Zip Code: 89433 Zip City: SUN VALLEY

Tax District: 4020

Voter Precinct: 7316

Land use: 300

Land Zoning: MDS

Utility: Water: Municipal, Sewer: Municipal

Square Ft.: 1092

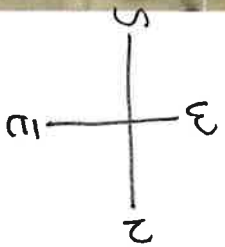
Acreage: 0.326

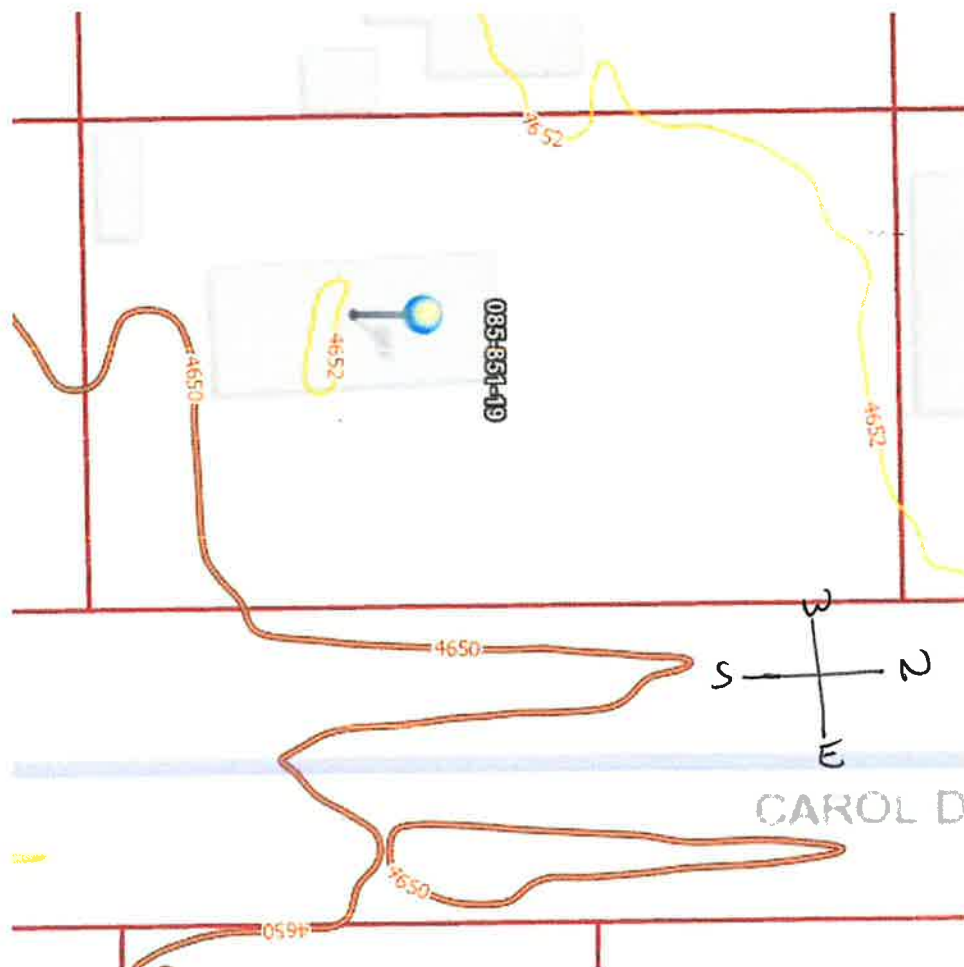
Total Assessment: 51120

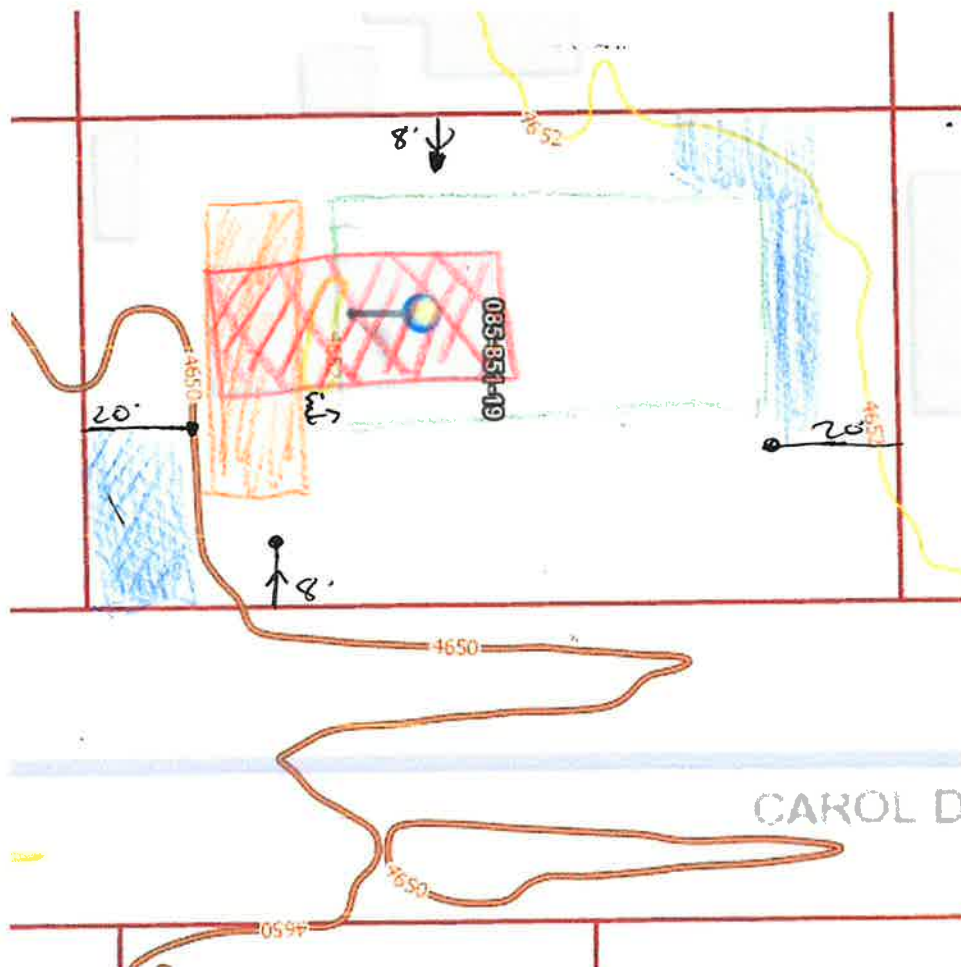
Bedrooms: 4

Baths: 2

Year Built: 1943







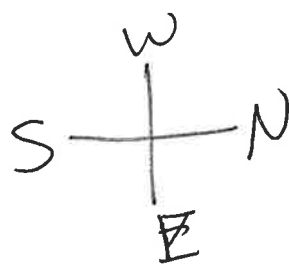
demo of
current
structure

dwelling
20' x 48'

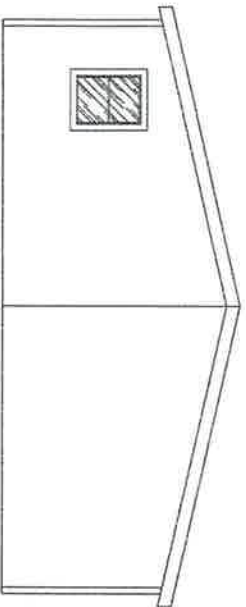
house
30' x 72'

parking

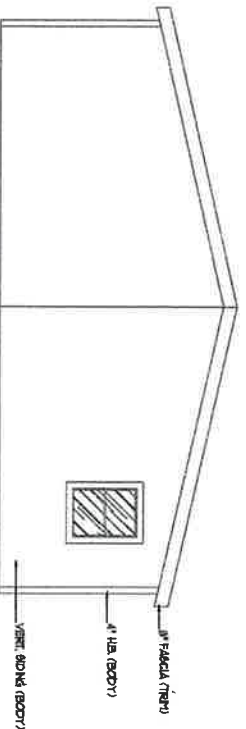
CAROL D



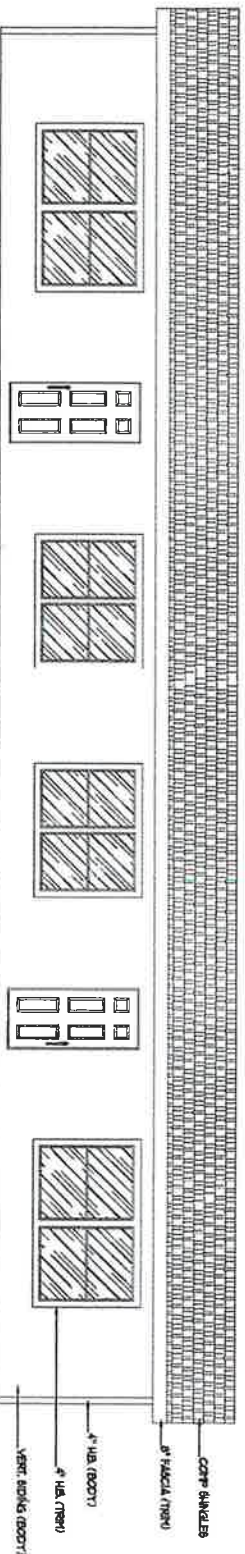
home



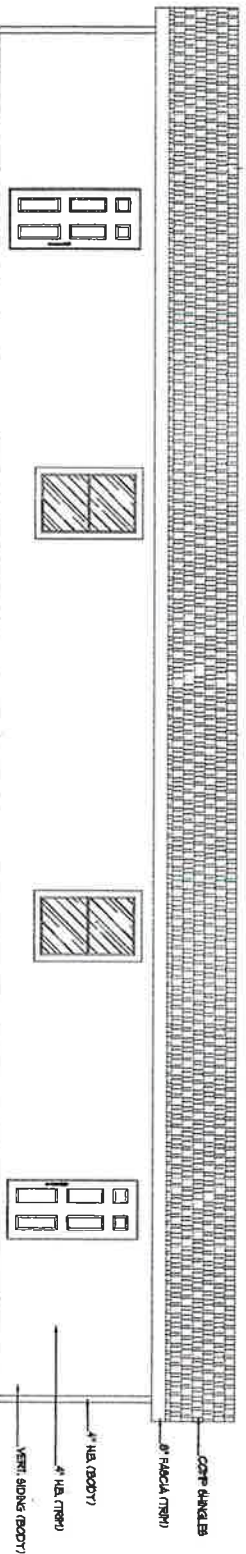
REAR ENDWALL ELEVATION



FRONT ENDWALL ELEVATION



FRONT SIDEWALL ELEVATION



REAR SIDEWALL ELEVATION

clayton
home building group

Albany Division - Plant #972
2445 S.W. PACIFIC BLVD.
ALBANY, OR 97321 P(541) 926-8631

TITLE
EXTERIOR ELEVATION

ORIGINAL DRAWING BY :

SIDEWALL 4' 0" x 6' 6" WALLS

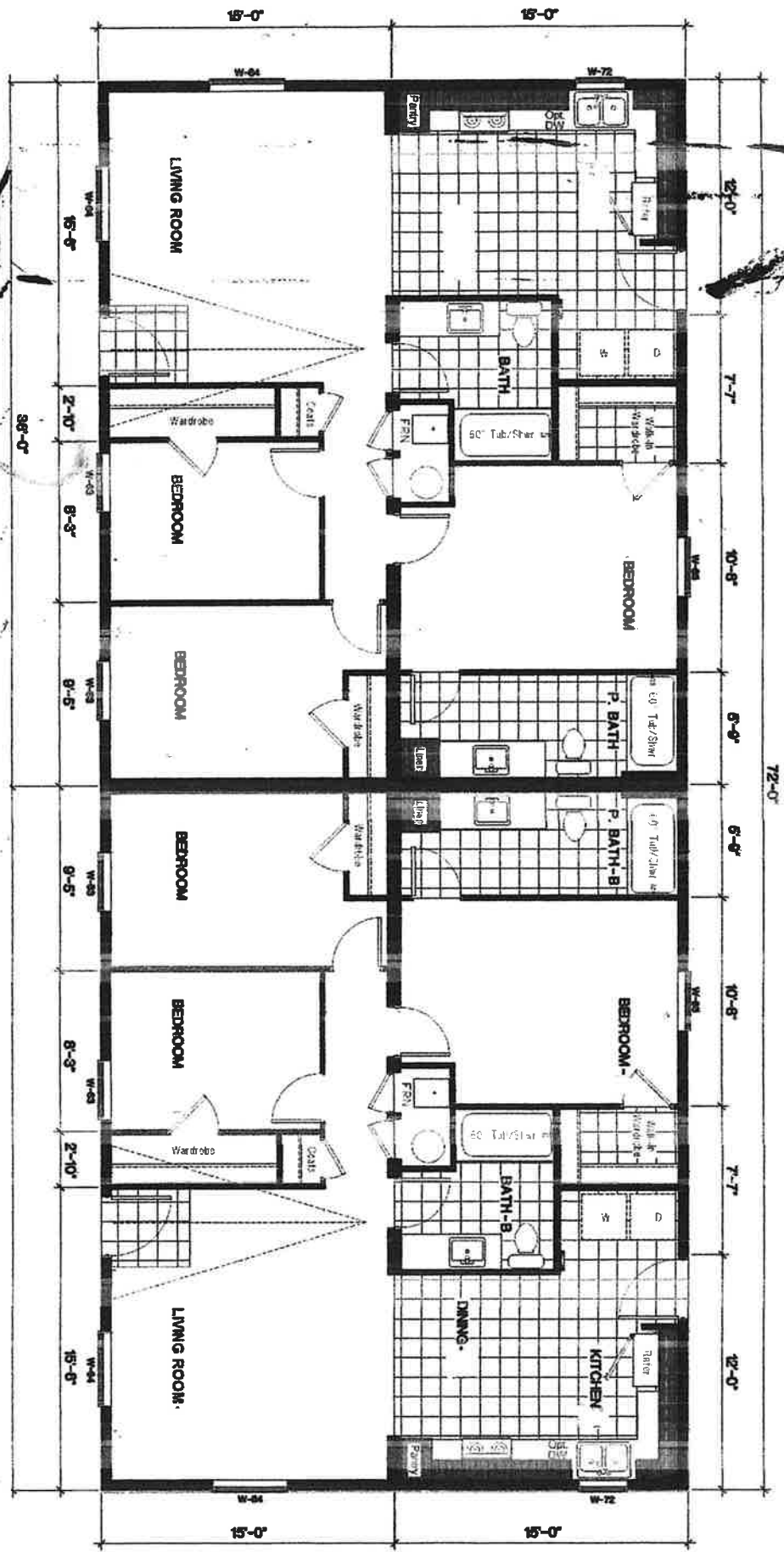
Product DREAM 7293 - DUPLEX

Model No. DREAM 7293

Sq. Ft. 1,080 DATE 12-4-24

SHEET 2-A REVISION

home



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DREAM SILVER SERIES 20x48 DRM 482P
TWO BEDROOM, TWO BATH - 944 SQ. FT.

2025

20 WIDE
(Confined Ceilings Not Available on 20 Wides)

dwellling
ADU

