



WASHOE COUNTY BOARD OF ADJUSTMENT Notice of Meeting and Agenda

Board of Adjustment Members

Clay Thomas, Chair
Kristina Hill, Vice Chair
Lee Lawrence
Brad Stanley
Kim Toulouse
Trevor Lloyd, Secretary

Thursday, June 6, 2019

1:30 p.m.

Washoe County Administrative Complex
Commission Chambers
1001 East Ninth Street
Reno, NV

PUBLIC HEARING ITEMS

(Complete case descriptions are provided beginning on page three of this agenda)

- **Amendment of Conditions/Administrative Permit Case Number WAC19-0003 (Lodge Coffee + Wine) for Administrative Permit Case Number WADMIN18-0009**
- **Special Use Permit Case Number WSUP19-0009 (TMWA)**
- **Administrative Permit Case Number WADMIN19-0010 (Community Pancake Breakfast)**
- **Administrative Permit Case Number WADMIN19-0011 (Veteran's Pancake Breakfast)**
- **Administrative Permit Case Number WADMIN19-0012 (Beer and Brats)**
- **Administrative Permit Case Number WADMIN19-0008 (Mays Building)**
- **Special Use Permit Case Number WSUP19-0004 (Fox Mountain Monopole)**
- **Administrative Permit Case Number WADMIN19-0009 (Classical Tahoe)**
- **Special Use Permit Case Number WSUP19-0005 (Lightning W Tank #2)**
- **Special Use Permit Case Number WSUP19-0008 (Houston Grading)**
- **Special Use Permit Case Number WSUP19-0003 (Vya Monopole)**
- **Special Use Permit Case Number WSUP19-0010 (Bell Residence)**
- **Special Use Permit Case Number WSUP19-0011 (Chagolla Residence)**

Items for Possible Action. All numbered or lettered items on this agenda are hereby designated for possible action as if the words "for possible action" were written next to each item (NRS 241.020), except for items marked with an asterisk (*). Those items marked with an asterisk (*) may be discussed but action will not be taken on them.

Possible Changes to Agenda Order and Timing. Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed or voted on as a block, removed from the agenda, moved to the agenda of another later meeting or moved to or from the consent section. Items designated for a specified time will not be heard before that time, but may be delayed beyond the specified time.

Public Comment. During the "General Public Comment" items listed below, anyone may speak pertaining to any matter either on or off the agenda, to include items to be heard on consent. For the remainder of the agenda, public comment will only be heard during public hearing and planning items that are *not* marked with an asterisk (*). If an item is continued, then public comment will not be heard for that item until the date of the continued hearing. Any public comment for hearing and planning items will be heard before action is taken on the item and must be about the specific item being considered by the Board. In order to speak during any public comment, each speaker must fill out a "Request to Speak" form and/or submit comments for the record to the Recording Secretary. Public comment and presentations for individual agenda items are limited as follows: fifteen minutes each for staff and applicant presentations and three minutes for individual speakers unless extended by questions from the Board or by action of the Chair. At the discretion of the Chair,

additional time may be provided to any party if the request is made at least 24 hours in advance of the meeting start time. Comments are to be directed to the Board as a whole and not to one individual.

Public Participation. The Board of Adjustment adopted Rules, Policies and Procedures are available on the website provided on the next page or by contacting the Planning and Building Division.

At least one copy of items displayed and at least ten copies of any written or graphic material for the Board's consideration should be provided to the Recording Secretary. Materials longer than one page in length submitted within six days of the Board of Adjustment meeting may not be considered by the Board in their deliberations. Subject to applicable law and the Board's Rules, Policies and Procedures, public comment or testimony may be submitted to the Board in written form for its consideration. However, the Board is not required to read written statements aloud during the meeting.

Posting of Agenda; Location of Website: Pursuant to NRS 241.020, the Agenda for the Board Meeting has been posted at the following locations: Washoe County Administration Building (1001 E. 9th Street, Bldg. A); Washoe County Courthouse – Second Judicial District Court (75 Court Street); Washoe County – Reno Downtown Library (301 South Center Street); Sparks Justice Court (1675 East Prater Way); https://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php; and <https://notice.nv.gov>.

How to Get Copies of Agenda and Support Material: Copies of this agenda and supporting materials may be obtained through the Planning and Building Division website (http://www.washoecounty.us/csd/planning_and_development/board_commission/board_of_adjustment/index.php) or at the Planning and Building Division Office (contact Donna Fagan, 1001 E. Ninth Street, Building A, Room A275, phone 775.328.3616 or e-mail dfagan@washoecounty.us). If you make a request, we can provide you with a link to a website, send you the material by email or prepare paper copies for you at no charge. Support material is available to the public at the same time it is distributed to Board of Adjustment members. If material is distributed at a meeting, it is available within 24 hours after the meeting.

Special Accommodations: Facilities in which this meeting is being held are accessible to the disabled. Persons with disabilities who require special accommodations or assistance (e.g. sign language, interpreters, or assisted listening devices) at the meeting should notify the Planning and Building Division, at 775.328.6100, two working days prior to the meeting.

Appeal Procedure: Most decisions rendered by the Board of Adjustment are appealable to the Board of County Commissioners. If you disagree with the decision of the Board of Adjustment and you want to appeal its action, call the Planning staff immediately at 775.328.6100. You will be informed of the appeal procedure, and application fee. Appeals must be in writing and must be delivered to the Planning and Building Division within 10 calendar days from the date that the decision being appealed is signed by the Secretary of the Board of Adjustment, and mailed to the original applicant in the proceeding being appealed.

AGENDA

1:30 p.m.

1. ***Determination of Quorum**
2. ***Pledge of Allegiance**
3. ***Ethics Law Announcement**
4. ***Appeal Procedure**
5. * **General Public Comment and Discussion Thereof**

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

6. **Possible action to approve Agenda**

7. Possible action to approve [May 2, 2019 Draft Minutes](#)

8. Public Hearings

The Board of Adjustment may take action to approve (with or without conditions), modify and approve (with or without conditions), or deny a request. The Board of Adjustment may also take action to continue an item to a future agenda.

- A. [Amendment of Conditions/Administrative Permit Case Number WAC19-0003 \(Lodge Coffee + Wine\) for Administrative Permit Case Number WADMIN18-0009](#) – For possible action, hearing and discussion to approve an administrative permit with an expanded range of hours beyond what was approved as part of the original administrative permit, Case WADMIN18-0009, approved August 2, 2018. The original permit allowed for the Liquor Sales – On-Premises and Retail Sales – Specialty Stores use types. If approved, this new permit would supersede the original permit and would be the same as the original permit, except that it would update the original hours of operation for the wine and coffee bar. To ensure continuity in the enforcement of original and new permit conditions, the original administrative permit case number will carry forward, supplemented with an amendment of conditions case number.

- Applicant/Owner: Burkhart Management Group LLC
- Location: 17025 Mt. Rose Hwy
- APN: 047-161-13
- Parcel Size: ±.99-ac.
- Master Plan: Commercial
- Regulatory Zone: Neighborhood Commercial
- Area Plan: Forest
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 2 – Commissioner Lucey
- Staff: Kelly Mullin, AICP, Senior Planner
Washoe County Community Services Department
Planning and Building Division

- Phone: 775-328-3608
- E-mail: kmullin@washoecounty.us

- B. [Special Use Permit Case Number WSUP19-0009 \(TMWA\)](#) – For possible action, hearing and discussion to approve a ±2,335 sq. ft. booster pump station, including emergency electrical generator, electrical transformer, and associated site development for Truckee Meadows Water Authority.

- Applicant: Truckee Meadows Water Authority
- Property Owner: Heinz Ranch Land Co., LLC
- Location: 10150 Trail Drive, southeast corner of North Virginia Street and Common Road

- APN: 081-031-13
- Parcel Size: ±1.52-ac.
- Master Plan: High Density Rural (Reno-Stead Corridor Joint Plan – Planned Land Use)

- Regulatory Zone: High Density Rural
- Area Plan: North Valleys
- CAB: North Valleys
- Development Code: Authorized in Article 810, Special Use Permits

- Commission District: 5 – Commissioner Herman
- Staff: Kelly Mullin, AICP, Senior Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775.328.3608
- E-mail: kmullin@washoecounty.us

C. Administrative Permit Case Number WADMIN19-0010 (Community Pancake Breakfast)

– For possible action, hearing, and discussion of an administrative permit and outdoor community event business license, with conditions, for the Community Pancake Breakfast, to be held at the North Lake Tahoe Fire Protection District Station in Incline Village on July 5th. The proposed outdoor community event will be held between the hours of 8 a.m. to 10 a.m. The event organizer estimates 850 to 950 people will attend the event.

- Applicant/Property Owner: North Lake Tahoe Fire Protection District
- Location: 875 Tanager Street
- APN: 132-223-14
- Parcel Size: 37,284 sq. ft.
- Master Plan: Commercial
- Regulatory Zone: General Commercial (GC)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 1 – Commissioner Berkbigler
- Staff: Julee Olander, Planner
Washoe County Community Services
Department
Planning and Building Division
- Phone: 775-328-3627
- E-mail: jolander@washoecounty.us

D. Administrative Permit Case Number WADMIN19-0011 (Veteran’s Pancake Breakfast) –

For possible action, hearing, and discussion of an administrative permit and outdoor community event business license, with conditions, for Veterans Pancake Breakfast, an outdoor community event to be held at Aspen Grove in Incline Village, Nevada on July 4th. The proposed outdoor event will be held between the hours of 8 a.m. to 12 p.m. The event organizer estimates 850 to 900 people will attend the event.

- Applicant: Incline Village/Crystal Bay Veterans Club
- Property Owner: Incline Village General Improvement District
- Location: 960 Lakeshore Dr.
- APN: 127-010-07
- Parcel Size: 17.8 acres
- Master Plan: Rural
- Regulatory Zone: Parks & Recreation (PR)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 1- Commissioner Berkbigler

- Staff: Julee Olander, Planner
Washoe County Community Services
Department
Planning and Building Division
- Phone: 775-328-3627
- E-mail: jolander@washoecounty.us

E. **Administrative Permit Case Number WADMIN19-0012 (Beer and Brats)** – For possible action, hearing, and discussion of an administrative permit and outdoor community event business license, with conditions, for Beer & Brats, an outdoor community event to be held at Aspen Grove in Incline Village, Nevada on July 3rd. The proposed outdoor event will be held between the hours of 4 p.m. to 8 p.m. The event organizer estimates 400 to 450 people will attend the event.

- Applicant: Incline Tahoe Foundation
- Property Owner: Incline Village General Improvement District
- Location: 960 Lakeshore Dr.
- APN: 127-010-07
- Parcel Size: 17.8 acres
- Master Plan: Rural
- Regulatory Zone: Parks & Recreation (PR)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 1- Commissioner Berkbigler
- Staff: Julee Olander, Planner
Washoe County Community Services
Department
Planning and Building Division
- Phone: 775-328-3627
- E-mail: jolander@washoecounty.us

F. **Administrative Permit Case Number WADMIN19-0008 (Mays Building)** – For possible action, hearing, and discussion to approve an administrative permit to allow the conversion of a portion of the first floor of an existing commercial office building into four residential apartments. The first floor of the building is 3662 square feet in size, approximately 600 square feet is proposed to remain as a commercial office and approximately 3000 square feet is proposed to be converted into residential space.

- Applicant/Property Owner: Tim Carlson
- Location: 795 Mays Blvd, Incline Village, NV.
approximately 150 feet south of the intersection
of Mays Blvd and Southwood Blvd
- APN: 127-090-04
- Parcel Size: ± 0.54 acres
- Master Plan: Urban Residential (UR)
- Regulatory Zone: Medium Density Urban (MDU)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 808
- Commission District: 1 – Commissioner Berkbigler

- Staff: Roger Pelham, Senior Planner
Washoe County Community Services
Department
Planning and Building Division
- Phone: 775-328-3622
- E-mail: rpelham@washoecounty.us

G. Special Use Permit Case Number WSUP19-0004 (Fox Mountain Monopole) – For possible action, hearing, and discussion to approve the construction and operation of a new wireless cellular facility consisting of a 150-foot high monopole structure, solar arrays, outdoor shelter with an interior generator room, and three (3) propane tanks within an irregular lease area situated at Fox Mountain, Nevada.

- Applicant: Commnet of Nevada
- Property Owner: United States of America – Bureau of Land Management
- Location: At the terminus of Old Camp Canyon Road/Fox Mountain Road, approximately 7 miles northwest of its intersection with County Road 447 and approximately 30 miles northwest of the town of Gerlach in Northern Washoe County
- APN: 066-080-33
- Parcel Size: ± 23,299 acres
- Master Plan: Rural
- Regulatory Zone: General Rural
- Area Plan: High Desert
- Citizen Advisory Board: Gerlach/Empire
- Development Code: Authorized in Article 324, Communication Facilities and Article 810 Special Use Permits
- Commission District: 5 – Commissioner Herman
- Staff: Roger Pelham, Senior Planner
Washoe County Community Services
Department
Planning and Building Division
- Phone: 775-328-3622
- E-mail: rpelham@washoecounty.us

H. Administrative Permit Case Number WADMIN19-0009 (Classical Tahoe) – For possible action, hearing, and discussion to approve an administrative permit and outdoor community event business license, and associated license conditions for Classical Tahoe, an outdoor concert event to be held at the Sierra Nevada College in Incline Village, Nevada on July 25, 26, 27, 28, 30, 31, and August 2, 3, 4, 6, 7, 9, 10, and 11, 2019 and will hold a supplemental movie night on August 4, 2019. The proposed outdoor concerts will be held between the hours of 5:00 p.m. and 9:00 p.m., and the movie night will start at 7:30 p.m. and last until 10:00 p.m.

- Applicant: Karen Craig
- Property Owner: Sierra Nevada College
- Location: 948 Incline Way
Incline Village, NV 89451
- APN: 127-040-10

- Parcel Size: 17.049 Acres
- Master Plan: Commercial (C)
- Regulatory Zone: Public and Semi-Public Facilities (PSP)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 310, Temporary Uses and Structures; and Washoe County Code 25, Business Licenses, Permits and Regulations

- Commission District: 1 – Commissioner Berkbigler
- Staff: Chris Bronczyk, Planner
Washoe County Community Services Department
Planning and Building Division

- Phone: 775-328-3612
- E-mail: cbronczyk@washoecounty.us

I. **Special Use Permit Case Number WSUP19-0005 (Lightning W Tank #2)** – For possible action, hearing, and discussion to approve the construction of a 250,000-gallon water tank adjacent to an existing 250,000-gallon water tank on the subject site and to modify all landscaping requirements of WCC Section 110.412.40 and to modify grading requirements to allow for 2:1 slopes instead of 3:1 slopes per WCC Section 110.438.45(a).

- Owner/Applicant: Truckee Meadows Water Authority
- Location: Franktown Road
- APN: 055-210-21
- Parcel Size: 2.066 Acres
- Master Plan: Rural (R)
- Regulatory Zone: General Rural (GR)
- Area Plan: South Valleys
- Citizen Advisory Board: South Truckee Meadows/ Washoe Valley
- Development Code: Authorized in Article 810, Special Use Permits; and Article 438, Grading

- Commission District: 2 – Commissioner Lucey
- Staff: Sophia Kirschenman, Parks Planner and Chris Bronczyk, Planner
Washoe County Community Services Department
Planning and Building Division

- Phone: Sophia – 775.328.3623, Chris – 775.328.3612
- E-mail: skirschenman@washoecounty.us
cbronczyk@washoecounty.us

J. **Special Use Permit Case Number WSUP19-0008 (Houston Grading)** – For possible action, hearing, and discussion to approve major grading of an area of approximately ±35,400 sq. ft. with ±7,428 cubic yards of cuts and ±2,769 cubic yards of fill; to allow slopes greater than 10 feet in height; and to allow the use of gabions to facilitate the construction of a new single family residence.

- Applicant/Property Owner: David Houston
- Location: 20 Bennington Court
- APN: 046-151-05 & 06
- Parcel Size: 2.23 acres & 4.33 acres
- Master Plan: Suburban Rural (SR) & Open Space (OS)

- Regulatory Zone: Low Density Suburban (LDS) & Open Space (OS)
- Area Plan: Forest
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 438, Grading and Article 810, Special Use Permits
- Commission District: 2 – Commissioner Lucey
- Staff: Julee Olander, Planner
Washoe County Community Services
Department
Planning and Building Division
- Phone: 775.328.3627
- E-mail: jolander@washoecounty.us

K. **Special Use Permit Case Number WSUP19-0003 (Vya Monopole)** – For possible action, hearing, and discussion to approve a special use permit for the installation and operation of a 150-foot tall monopole telecommunication facility with all necessary appurtenances/supporting equipment and facilities and to vary development code requirements for landscaping for a commercial use by waiving them for this project.

- Applicant: Commnet of Nevada LLC
- Property Owner: United States of America
- Location: Immediately north of State Route 8A, ±2 miles west of Fortynine Lake
- APN: 061-010-49
- Parcel Size: 773.89
- Master Plan: Rural (R)
- Regulatory Zone: General Rural (GR)
- Area Plan: High Desert
- Citizen Advisory Board: Gerlach/Empire
- Development Code: Authorized in Article 324, Communication Facilities and Article 810, Special Use Permits
- Commission District: 5 – Commissioner Herman
- Staff: Jacob Parker, Planner
Washoe County Community Services
Department
Planning and Building Division
- Phone: 775-328-3628
- E-mail: jparker@washoecounty.us

L. **Special Use Permit Case Number WSUP19-0010 (Bell Residence)** – For possible action, hearing, and discussion to approve a special use permit for the replacement of a manufactured home with a ±1,760 square foot single family dwelling in a neighborhood commercial (NC) regulatory zone.

- Applicant/Property Owner: Ron Bell
- Location: 109 Grumpy Lane
- APN: 085-230-52
- Parcel Size: 6,882 sq. ft.
- Master Plan: Commercial (C)
- Regulatory Zone: Neighborhood Commercial (NC)

- Area Plan: Sun Valley
- Citizen Advisory Board: Sun Valley
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 3 – Commissioner Jung
- Staff: Jacob Parker, Planner
Washoe County Community Services
Department
Planning and Building Division
- Phone: 775.328.3628
- E-mail: jparker@washoecounty.us

M. Special Use Permit Case Number WSUP19-0011 (Chagolla Residence) – For possible action, hearing, and discussion to approve a special use permit for the placement of a ±2488 square foot single family dwelling in a neighborhood commercial (NC) regulatory zone.

- Applicant/Property Owner: Roberto A. Chagolla
- Location: 5134 Sun Valley Blvd.
- APN: 085-021-82
- Parcel Size: 7,849 sq. ft.
- Master Plan: Commercial (C)
- Regulatory Zone: Neighborhood Commercial (NC)
- Area Plan: Sun Valley
- Citizen Advisory Board: Sun Valley
- Development Code: Authorized in Article 810, Special Use Permits
- Commission District: 3 – Commissioner Jung
- Staff: Jacob Parker, Planner
Washoe County Community Services
Department
Planning and Building Division
- Phone: 775.328.3628
- E-mail: jparker@washoecounty.us

9. Chair and Board Items

- *A. Future Agenda Items
- *B. Requests for Information from Staff

10. Director’s and Legal Counsel’s Items

- *A. Report on Previous Board of Adjustment Items
- *B. Legal Information and Updates

11. *General Public Comment and Discussion Thereof

Any person is invited to speak on any item on or off the agenda during this period. Action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item.

12. Adjournment