



# 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, May 2, 2019

1:30 p.m.

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

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## 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**
- **Code Enforcement Appeal Case Number WVIO-BUI17-0106 (George Pizarro)**
- **Administrative Permit Case Number WADMIN19-0004 (Wilder Detached Accessory Structure)**
- **Administrative Permit Case Number WADMIN19-0007 (Incline Village Fine Arts Festival)**
- **Administrative Permit Case Number WADMIN19-0006 (Esslin Barn)**
- **Administrative Permit Case Number WADMIN19-0005 (Zweifel Garage Addition)**

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**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. 9<sup>th</sup> 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](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](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](mailto: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.

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## 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 [April 4, 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 scope of operations 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 also allow indoor and outdoor live entertainment at the Lodge Coffee + Wine, involving live music and other similar forms of audio and visual artistic performances. 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](mailto:kmullin@washoecounty.us)

B. **Code Enforcement Appeal Case Number WVIO-BUI17-0106 (George Pizarro)** – For possible action, hearing, and discussion to affirm, modify, reverse, or remand an Administrative Hearing Officer’s confirmation of a code enforcement violation concerning an alleged violation of WCC Section 100.105.1, which requires that the applicant obtain a building permit to, “move...a building or structure...” greater than 200 square feet in size to the subject site.

- Appellant/Property Owner: George Pizarro
- Location: 11945 Chesapeake Dr.
- APN: 080-351-04
- Parcel Size: ±0.932 acre (± 40,597 square feet)
- Master Plan: Suburban Residential
- Regulatory Zone: Low Density Suburban (LDS)
- Area Plan: North Valleys
- Development Code: Authorized in Articles 406, 910, and 912
- 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](mailto:rpelham@washoecounty.us)

C. **Administrative Permit Case Number WADMIN19-0004 (Wilder Detached Accessory Structure)** – For possible action, hearing, and discussion to approve an Administrative Permit to allow the construction of a 5,000 square foot Detached Accessory Structure, that is larger than the main dwelling, which is 3,107 square feet in size. The proposed structure is a rectangular metal building intended for storage. The structure is proposed to be located on the northeastern portion of the parcel, to the south of Capistrano Drive.

- Applicant/Owner: Matthew S. Wilder
- Location: 615 Capistrano Drive, immediately southwest of its intersection with Encanto Drive
- APN: 076-361-47
- Parcel Size: ± 8.59 Acres
- Master Plan: Rural (R)
- Regulatory Zone: General Rural (GR)
- Area Plan: Spanish Springs
- Citizen Advisory Board: Spanish Springs
- Development Code: Authorized in Article 306, Accessory Uses and Structures
- Commission District: 4 – Commissioner Hartung
- Staff: Roger Pelham, Senior Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775-328-3622
- E-mail: [rpelham@washoecounty.us](mailto:rpelham@washoecounty.us)

D. **Administrative Permit Case Number WADMIN19-0007 (Incline Village Fine Arts Festival)** – For possible action, hearing, and discussion to approve an administrative permit under WCC Section 110.310.20 for the Incline Village Fine Arts Festival, an Outdoor Community Event. The event will be held on August 9 through August 11, 2019, from 10:00 a.m. until 5:00 p.m. at Preston Field, 700 Tahoe Boulevard, Incline Village, NV. Event set-up is proposed to begin at 6:00 a.m. on August 9, 2019, and event takedown and dismantle to be completed by 8:00 p.m. on August 11, 2019. The event organizer estimates the maximum number of attendees at the event will not exceed 400 persons on any one day of the event.

- Applicant: CWB Events, LLC, Curtis Beck
- Property Owner: Incline Village General Improvement District
- Location: 700 Tahoe Blvd., Incline Village (Preston Field)
- APN: 124-032-33
- Parcel Size: 5.09 Acres
- Master Plan: Rural (R)
- Regulatory Zone: Parks and Recreations (PR)
- Area Plan: Tahoe
- Citizen Advisory Board: Incline Village/Crystal Bay
- Development Code: Authorized in Article 808, Administrative Permits
- Commission District: 1 – Commissioner Berkgigler
- Staff: Chris Bronczyk, Planner  
Washoe County Community Services Department  
Planning and Building Division

- Phone: 775.328.3612
- E-mail: [cbronczyk@washoecounty.us](mailto:cbronczyk@washoecounty.us)

E. **Administrative Permit Case Number WADMIN19-0006 (Esslin Barn)** – For possible action, hearing, and discussion to approve a 7,185 sq. ft. accessory structure to be used for indoor volleyball and basketball practice facility and garage/storage area. The new structure will be larger than the existing 2,942 sq. ft. residence and will remove an existing 2,520 sq. ft. barn.

- Applicant: Sage River Development
- Property Owner: Scott D & Kerry L Esslin Trust
- Location: 1600 Holcomb Rd.
- APN: 044-270-08
- Parcel Size: 2.99 acres
- Master Plan: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: Southwest
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 808, Administrative Permits and Article 306, Accessory Uses and Structures
- 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](mailto:jolander@washoecounty.us)

F. **Administrative Permit Case Number WADMIN19-0005 (Zweifel Garage Addition)** – For possible action, hearing, and discussion to approve an administrative permit for the enlargement of an accessory structure used as a garage and shop, which resulted in an accessory structure of ±2790 sq. ft., a building foot print larger than the primary residence.

- Applicant/Property Owner: Jerry and Adrienne Zweifel
- Location: 2405 Walnut Street Reno, NV. 89502
- APN: 021-132-04
- Parcel Size: 1.12 acres
- Master Plan: Suburban Residential (SR)
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Southeast Truckee Meadows Area Plan
- Citizen Advisory Board: South Truckee Meadows/Washoe Valley
- Development Code: Authorized in Article 306, Accessory Uses and Structures; Article 808 Administrative Permits
- Commission District: 2 – Commissioner Lucey
- Staff: Jacob Parker, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3628
- E-mail: [jparker@washoecounty.us](mailto: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**