



Board of Adjustment Staff Report

Meeting Date: October 3, 2019

Agenda Item: 8E

SPECIAL USE PERMIT CASE NUMBER: WSUP19-0017 (Cold Springs Elementary Grading)

BRIEF SUMMARY OF REQUEST: Grading of ±10.07 acres to facilitate the construction of Cold Springs Elementary School.

STAFF PLANNER: Planner's Name: Sophia Kirschenman
Phone Number: 775.328.3623
E-mail: Skirschenman@washoecounty.us

CASE DESCRIPTION

For possible action, hearing, and discussion to approve a special use permit to allow for grading of a ±10.07-acre area, including excavation of ±1,617 cubic yards of earthen material and importation of ±93 yards of fill material to facilitate the construction of Cold Springs Elementary School.

Applicant: Washoe County School District

Property Owner: Woodland Village Phase 22 LLC

Location: Northeast of the intersection of Briar Dr. and New Forest Dr. in Cold Springs

APN: 556-290-32

Parcel Size: ±10.07 Acres

Master Plan: Suburban Residential (SR)

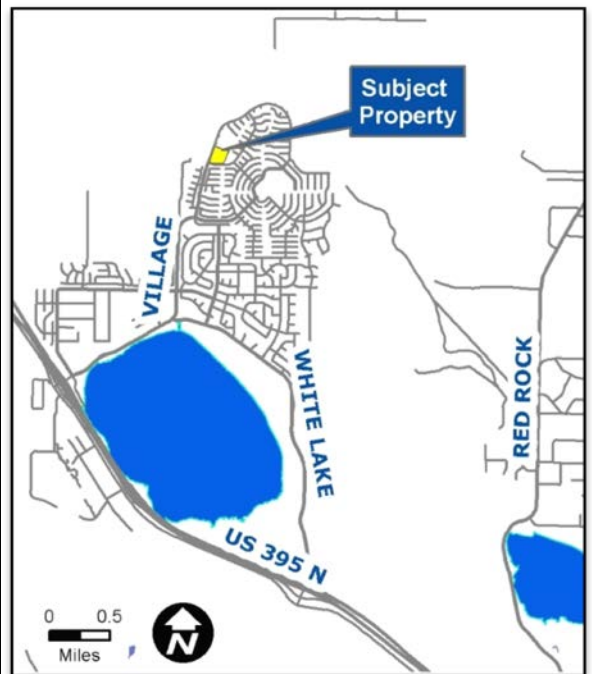
Regulatory Zone: Medium Density Suburban (MDS)

Area Plan: Cold Springs

Citizen Advisory Board: North Valleys

Development Code: Authorized in Article 810, *Special Use Permits*

Commission District: 5 – Commissioner Herman



STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

POSSIBLE MOTION

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Board of Adjustment approve with conditions Special Use Permit Case Number WSUP19-0017 for the Washoe County School District, having made all five findings in accordance with Washoe County Code Section 110.810.30.

(Motion with Findings on Pages 11)

Staff Report Contents

Special Use Permit.....3

Site Plan.....4

Project Evaluation8

North Valleys Citizen Advisory Board (NV CAB).....9

Reviewing Agencies9

Recommendation11

Motion11

Appeal Process12

Exhibits Contents

Conditions of ApprovalExhibit A

North Valleys Citizen Advisory Board Draft MinutesExhibit B

Engineering and Capitol Projects Memo.....Exhibit C

Air Quality CommentsExhibit D

Army Corps of Engineers CommentsExhibit E

CAB Member CommentExhibit F

Public NoticeExhibit G

Project Application.....Exhibit H

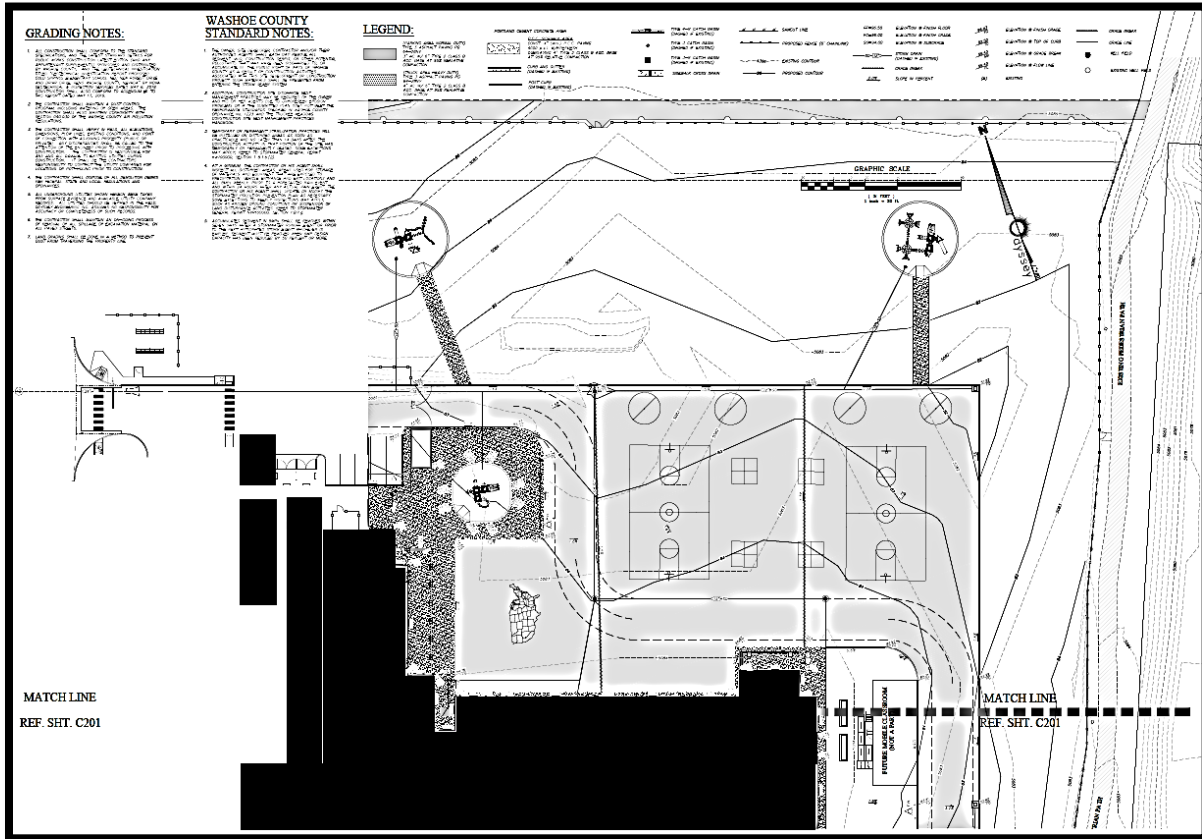
Special Use Permit

The purpose of a special use permit (SUP) is to allow a method of review to identify any potential harmful impacts on adjacent properties or surrounding areas for uses that may be appropriate within a regulatory zone; and to provide for a procedure whereby such uses might be permitted by further restricting or conditioning them so as to mitigate or eliminate possible adverse impacts. If the Board of Adjustment grants an approval of the special use permit, that approval is subject to conditions of approval. Conditions of approval are requirements that need to be completed during different stages of the proposed project. Those stages are typically:

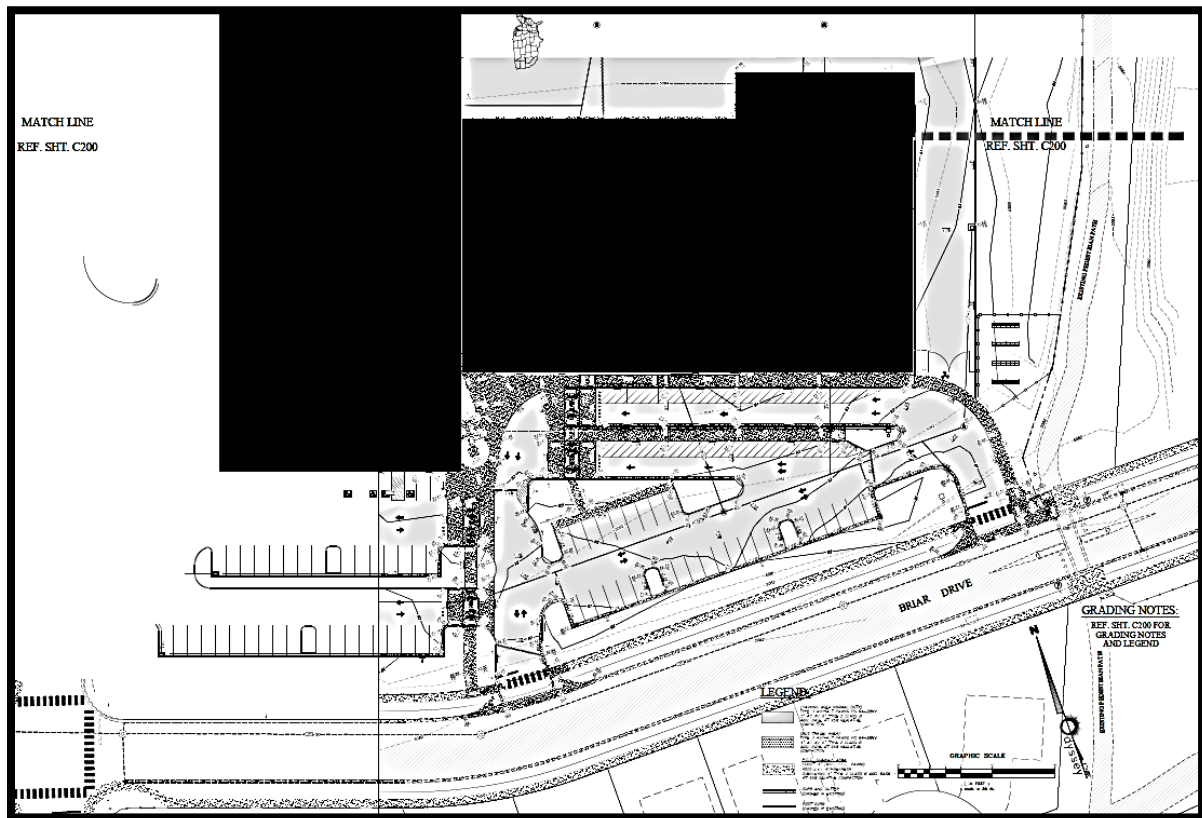
- Prior to permit issuance (i.e. a grading permit, a building permit, etc.)
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure
- Prior to the issuance of a business license or other permits/licenses
- Some conditions of approval are referred to as “operational conditions.” These conditions must be continually complied with for the life of the business or project.

The conditions of approval for Special Use Permit Case Number WSUP19-0017 are attached to this staff report (Exhibit A) and will be included with the action order, if approved.

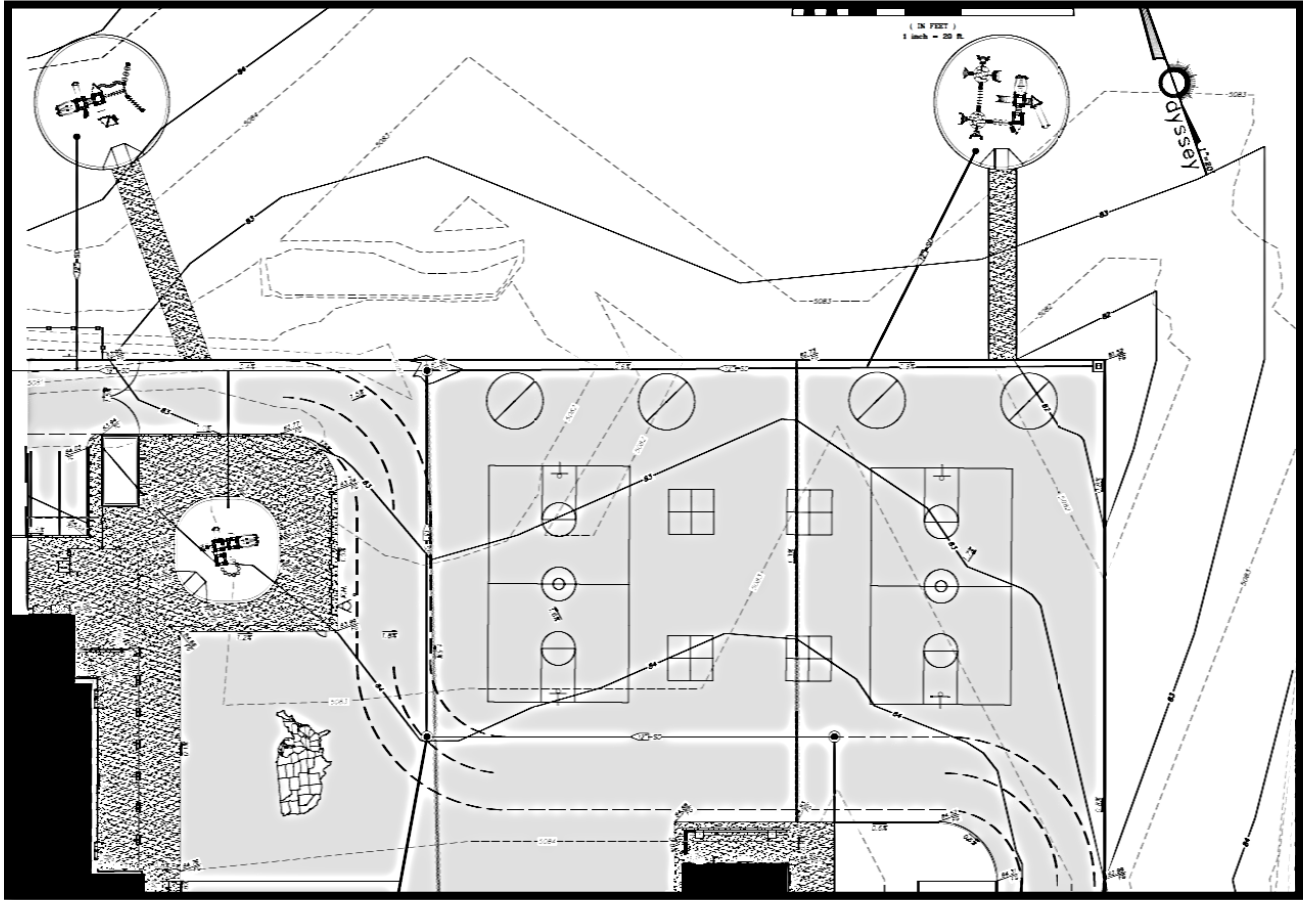
The subject property is designated as Medium Density Suburban (MDS). The proposed use on the site, a public elementary school to be established by the Washoe County School District (WCSD), is allowed by right in the MDS regulatory zone without discretionary review, in accordance with Washoe County Development Code (WCC) Section 110.440.05. However, per WCC Section 110.438.10 (Table 110.438.10.1) and WCC Section 110.438.35(a)(1)(i)(C), the grading associated with this project triggers the major grading threshold, thereby requiring approval of a special use permit by the Board of Adjustment.



Site Plan – Northern Portion of Site



Site Plan – Southern Portion of Site



Playground Grading Plan

Cut/Fill Report

Generated: 2019-08-08 17:17:52
 By user: jared
 Drawing: H:\WCSD Cold Springs Elementary\Source Drawings\H:\WCSD Cold Springs Elementary\Source Drawings\SUP QUANTITY.dwg

Volume Summary							
Name	Type	Cut Factor	Fill Factor	2d Area (Sq. Ft.)	Cut (Cu. Yd.)	Fill (Cu. Yd.)	Net (Cu. Yd.)
LANDSCAPE (1)	full	1.000	1.000	185886.91	1530.87	1383.67	147.20<Cut>
CONCRETE	full	1.000	1.000	35934.26	86.26	326.68	240.42<Fill>
Totals							
				2d Area (Sq. Ft.)	Cut (Cu. Yd.)	Fill (Cu. Yd.)	Net (Cu. Yd.)
Total				221821.17	1617.13	1710.35	93.22<Fill>

* Value adjusted by cut or fill factor other than 1.0

Cut/Fill Report



Photo 1: Looking East Across the Site



Photo 2: Looking Southwest Across the Site



Photo 3: Water Tank Along the Eastern Edge of the Site



Photo 4: Existing Walkway, Shrubs and Trees Along Eastern Boundary

Project Evaluation

The project consists of grading, construction and landscaping for a 745-student elementary school campus that will include a school, parking lot with bus access, formal landscaping and a playground/multi-purpose field area. The grading associated with this project triggers the major grading threshold, thereby requiring approval of a special use permit by the Board of Adjustment. The entire site, ± 10.07 acres, will be disturbed or graded during construction activities. However, special use permits are not required for any grading that will occur under the future building footprint, parking lots or landscaping, pursuant to WCC 110.438.35(b)(3) and WCC 110.438.36(b)(4). Thus, the only grading that requires special use permit approval is the grading associated with the proposed playground/multi-purpose field area, which will comprise 26% or 114,000 sq. ft. of the overall site. The playground will remain undeveloped and will be covered in decomposed granite (DG), consistent with other schools in the area.

The subject site is located just northeast of the intersection of New Forest Dr. and Briar Dr., along an identified future collector street in Cold Springs. The site is relatively flat and has been mass graded as part of the approved tentative map for the Woodland Village development. The mass grading for the project site has minimal elevation change and generally slopes from the northeast to the southwest with an elevation change of approximately six (6) feet throughout the site. According to the application, the site will generally maintain its natural slope with drainage improvements to capture onsite flows and carry them to the west into off-site improvements running along the extension of New Forest Drive.



Photo 5: Looking Northeast from the Intersection of Briar Dr. and New Forest Dr.

As part of the project, roughly $\pm 1,617$ cubic yards of earthen material will be excavated. The excavated material will be used to fill in other areas of the site and an additional ± 93 cubic yards of fill material will be imported as well. Per condition of approval 1(f), all fill material must be certified weed free. No retaining walls or berms will be incorporated into this project and all disturbed

slopes will be landscaped with formal landscaping or developed, with the exception of the multi-purpose field, which will be covered in a minimum of 4 inches of DG.

The proposed grading will result in less than 15% slopes that will be controlled through the utilization of best management practices (BMPs) during construction. These BMPs will include maintaining a dust control program, including watering of open areas and conforming with all Washoe County air pollution regulations; implementing an on-going process to remove all spillage of excavation material on paved streets; grading methods that will prevent dust from traversing the property lines; utilizing temporary stabilization practices on all disturbed areas; and inspecting the site on a weekly basis (at a minimum) to ensure that all BMPs are being implemented. Dust control permits will also be required for this project. Additionally, per condition of approval 2(f), all disturbed areas left undeveloped for more than 30 days shall be treated with a dust palliative.

The surrounding area is characterized by vacant land to the north and west with single family residential dwellings to the east and south. It is also understood that the vacant land to the north will be developed with residential dwellings in the future. Mitigation of the visual impacts associated with the proposed grading includes screening the subject site from neighboring properties with formal landscaping along the frontage roads, parking lots, drive isles, and northern boundary. All existing trees along Briar Dr. will be preserved, an additional 147 trees will be planted, and ±0.6 acres of the property will be planted with shrubs. Additionally, to mitigate noise impacts on surrounding property owners, the hours of grading operations will be limited to between 7:00 a.m. and 7:00 p.m. on weekdays and 9:00 a.m. and 7:00 p.m. on weekends, per condition of approval 1(e).

The subject site was selected to be the location of the new elementary school after an extensive public outreach effort in 2018 that considered seven (7) alternative sites. Based on input from over 700 residents, Washoe County School District (WCSD) determined that this site was the overwhelming favorite. The proposed school will be located in a developing neighborhood and will help to relieve school overcrowding in the area. Impacts related to traffic circulation, signage, and parking are addressed outside of this special use permit process, during site plan review meetings between WCSD and the Washoe County Planning and Building Division.

North Valleys Citizen Advisory Board (NV CAB)

The proposed project was presented by the Washoe County School District's representative at the regularly scheduled Citizen Advisory Board meeting on September 9, 2019. The attached draft NV CAB minutes (Exhibit B) reflect discussion regarding clarification about the decomposed granite ground cover treatment for the playground area and why special use permit approval is required. One CAB member worksheet (Exhibit F) was received prior to the meeting in which CAB Member Patrick Shea expressed concerns regarding traffic and circulation; however, he did not reiterate these concerns during the CAB meeting after hearing more about the special use permit application. No comments in favor or against the proposal were expressed during the meeting and the CAB voted unanimously to approve the project.

Reviewing Agencies

The following agencies received a copy of the project application for review and evaluation.

- Washoe County Community Services Department
 - Planning and Building Division
 - Engineering and Capital Projects Division
 - Water Rights
- Washoe County Health District
 - Air Quality Division
 - Environmental Health Services Division

- Emergency Medical Services Division
- Washoe County Sheriff's Office
- Washoe-Storey Conservation District
- Washoe County School District
- Truckee Meadows Fire Protection District
- Regional Transportation Commission
- Reno-Tahoe Airport Authority
- Nevada Department of Transportation
- Nevada Division of Forestry
- Nevada Department of Environmental Protection
- Army Corps of Engineers

Four out of the sixteen above listed agencies/departments provided comments and/or recommended conditions of approval in response to their evaluation of the project application. A **summary** of each agency's comments and/or recommended conditions of approval and their contact information is provided. The conditions of approval document is attached to this staff report and will be included with the action order, if approved.

- Washoe County Planning and Building Division addressed the hours of operation, imported fill material standards, compliance with the submitted plans, cultural resources and imposed operational conditions that will be in effect for the life of the project.
Contact: Sophia Kirschenman, 775.328.3623, skirschenman@washoecounty.us
- Washoe County Engineering and Capital Projects Division addressed grading plans, stormwater discharge permits, grading bonds, and revegetation.
Contact: Leo Vesely, 775.328.3600, lvesely@washoecounty.us
- Washoe County Engineering and Capital Projects Division also addressed traffic.
Contact: Mitch Fink, 775.328.2050, mfink@washoecounty.us
- Washoe County Air Quality Division addressed dust control.
Contact: Michael Wolf, 775.784.7206, mwolf@washoecounty.us
- Army Corps of Engineers detailed permit requirements for work or structures built in, over or under navigable waters of the United States.
Contact: Jennifer C. Thomason, Jennifer.C.Thomason@usace.army.mil

Staff Comment on Required Findings

WCC Section 110.810.30, Article 810, *Special Use Permits*, requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the request. Staff has completed an analysis of the special use permit application and has determined that the proposal is in compliance with the required findings as follows.

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Cold Springs Area Plan.

Staff Comment: The proposed grading is consistent with the requirements in Article 438, *Grading Standards*, of the Master Plan. There are no policies or action programs in the Cold Springs Area Plan that are applicable to the proposed grading for a public elementary school; therefore, the proposed grading is found to be consistent.

2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven.

Staff Comment: Adequate roadways, sanitation, water supply, drainage, and other necessary facilities and utilities will be provided to the site, as the grading is intended to create appropriate access and facilitate construction of a public school.

3. Site Suitability. That the site is physically suitable for grading to facilitate the development of a public elementary school, and for the intensity of such a development.

Staff Comment: The site is relatively flat and without constraints. Given careful consideration of the proposed grading, it is the opinion of staff that this finding can be made.

4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

Staff Comment: Given careful consideration and implementation of the conditions of approval, it is the opinion of staff that the approval of the proposed special use permit will not be significantly detrimental to public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area.

5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Staff Comment: There are no military installations within the required noticing area; therefore, this finding is not applicable.

Recommendation

Those agencies which reviewed the application recommended conditions in support of approval of the project. Therefore, after a thorough analysis and review, Special Use Permit Case Number WSUP19-0017 is being recommended for approval with conditions. Staff offers the following motion for the Board's consideration.

Motion

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Board of Adjustment approve with conditions Special Use Permit Case Number WSUP19-0017 for the Washoe County School District, having made all five findings in accordance with Washoe County Code Section 110.810.30.

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Cold Springs Area Plan;
2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;
3. Site Suitability. That the site is physically suitable for grading to facilitate the development of a public elementary school, and for the intensity of such a development;
4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or

improvements of adjacent properties; or detrimental to the character of the surrounding area;

- 5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Appeal Process

Board of Adjustment action will be effective 10 calendar days after the written decision is filed with the Secretary to the Board of Adjustment and mailed to the applicant, unless the action is appealed to the Washoe County Board of County Commissioners, in which case the outcome of the appeal shall be determined by the Washoe County Board of County Commissioners. Any appeal must be filed in writing with the Planning and Building Division within 10 calendar days from the date the written decision is filed with the Secretary to the Board of Adjustment and mailed to the applicant.

Applicant: Washoe County School District
 Attn: Teresa Golden
 425 E 9th St.
 Reno, NV 89512

Property Owner: Woodland Village Phase 22 LLC
 4790 Caughlin Pkwy #439
 Reno, NV 89519

Consultant: Wood Rodgers Inc.
 Attn: Andy Durling
 1361 Corporate Blvd.
 Reno, NV 89502



Conditions of Approval

Special Use Permit Case Number WSUP19-0017

The project approved under Special Use Permit Case Number WSUP19-0017 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on October 3, 2019. Conditions of approval are requirements placed on a permit or development by each reviewing agency. These conditions of approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act.

Unless otherwise specified, all conditions related to the approval of this special use permit shall be met or financial assurance must be provided to satisfy the conditions of approval prior to issuance of a grading or building permit. The agency responsible for determining compliance with a specific condition shall determine whether the condition must be fully completed or whether the applicant shall be offered the option of providing financial assurance. All agreements, easements, or other documentation required by these conditions shall have a copy filed with the County Engineer and the Planning and Building Division.

Compliance with the conditions of approval related to this special use permit is the responsibility of the applicant, his/her successor in interest, and all owners, assignees, and occupants of the property and their successors in interest. Failure to comply with any of the conditions imposed in the approval of the special use permit may result in the institution of revocation procedures.

Washoe County reserves the right to review and revise the conditions of approval related to this Special Use Permit should it be determined that a subsequent license or permit issued by Washoe County violates the intent of this approval.

For the purpose of conditions imposed by Washoe County, "may" is permissive and "shall" or "must" is mandatory.

Conditions of approval are usually complied with at different stages of the proposed project. Those stages are typically:

- Prior to permit issuance (i.e., grading permits, building permits, etc.).
- Prior to obtaining a final inspection and/or a certificate of occupancy.
- Prior to the issuance of a business license or other permits/licenses.
- Some "conditions of approval" are referred to as "operational conditions." These conditions must be continually complied with for the life of the project or business.

The Washoe County Commission oversees many of the reviewing agencies/departments with the exception of the following agencies.

- **The DISTRICT BOARD OF HEALTH, through the Washoe County Health District, has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.**

THE FOLLOWING ARE CONDITIONS OF APPROVAL REQUIRED BY THE REVIEWING AGENCIES. EACH CONDITION MUST BE MET TO THE SATISFACTION OF THE ISSUING AGENCY.

Washoe County Planning and Building Division

1. The following conditions are requirements of the Planning and Building Division, which shall be responsible for determining compliance with these conditions.

Contact: Sophia Kirschenman, 775.328.3623, skirschenman@washoecounty.us

- a. The applicant shall attach a copy of the action order approving this project to all administrative permit applications (including building permits) applied for as part of this special use permit.
- b. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit. The Planning and Building Division shall determine compliance with this condition.
- c. The applicant shall submit complete construction plans and building permits shall be issued within two years from the date of approval by Washoe County. The applicant shall complete construction within the time specified by the building permits. Compliance with this condition shall be determined by the Planning and Building Division.
- d. All existing trees along Briar Dr. will be preserved.
- e. Grading and construction activity shall be limited to the following hours: between 7 a.m. and 7 p.m. during the week; between 9 a.m. and 7 p.m. on Saturday and Sunday.
- f. All fill materials imported as part of the project are required to be “certified weed free.”
- g. A note shall be placed on all construction drawings and grading plans stating:

NOTE

Should any cairn or grave of a Native American be discovered during site development, work shall temporarily be halted at the specific site and the Sheriff’s Office as well as the State Historic Preservation Office of the Department of Conservation and Natural Resources shall be immediately notified per NRS 383.170.

- h. The following **Operational Conditions** shall be required for the life of the development:
 - i. Failure to comply with the conditions of approval shall render this approval null and void. Compliance with this condition shall be determined by Planning and Building.

Washoe County Engineering and Capital Projects

2. The following conditions are requirements of the Engineering Division, which shall be responsible for determining compliance with these conditions.

Contact: Leo Vesely, 775.328.3600, ivesely@washoecounty.us

- a. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP’s) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.

- b. The developer shall obtain from the Nevada Division of Environmental Protection a Stormwater Discharge Permit and submit a copy to the Engineering Division prior to issuance of a grading permit.
- c. The Truckee Meadows Regional Stormwater Quality Management Program Construction Permit Submittal Checklists and Inspection Fee shall be submitted with the grading permit.
- d. A grading bond of \$2,000/acre of disturbed area shall be provided to the Engineering Division prior to any grading.
- e. All grading shall be in accordance with Article 110.438, *Grading Standards*.
- f. All disturbed areas left undeveloped for more than 30 days shall be treated with a dust palliative. Disturbed areas left undeveloped for more than 45 days shall be revegetated. Specifications for revegetation procedure and seed mix shall be prepared by a licensed landscape architect.

Washoe County Engineering and Capital Projects

3. The following conditions are requirements of the Engineering Division, which shall be responsible for determining compliance with these conditions.

Contact: Mitch Fink, 775.328.2050, mfink@washoecounty.us

- a. A traffic impact report shall be submitted for review by the Washoe County Engineering Division for the project.

Washoe County Health District

4. The following conditions are requirements of the Air Quality Division, which shall be responsible for determining compliance with these conditions.

Contact: Michael Wolf, 775.784.7206, mwolf@washoecounty.us

- a. Dust control permits shall be required for the project.

*** End of Conditions ***



NORTH VALLEYS CITIZEN 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 these minutes are approved by the CAB. Minutes of the regular meeting of the North Valleys Citizen Advisory Board held September 9, 2019, at the North Valleys Regional Park – Community building, 8085 Silver Lake Road, Reno, NV.

1. *CALL TO ORDER/DETERMINATION OF QUORUM - The meeting was called to order at 6:00 p.m. by Roger Edwards. A quorum was present.

Present: Kenji Otto, Rob Pierce, Pat Shea, Roger Edwards, Teresa Aquila, Wes Johnson (alternate).

Absent: Craig Durbin (alternate, not excused)

2. *PLEDGE OF ALLEGIANCE - The pledge was recited.

3. *PUBLIC COMMENT –

Tim Fadda spoke about the Hebert garage. He said he doesn't see a problem with it because he has something similar. He said he doesn't see an issue as long as there is no water or sewer services for the garage. It's not a residential structure. He said he would like development to stop in the area. He said our lifestyle is agricultural. They need to go someplace else if the development is less than one acre parcel.

4. APPROVAL OF AGENDA FOR THE MEETING OF SEPTEMBER 9, 2019 – Teresa Aquila moved to approve the agenda for the meeting of September 9, 2019. Pat Shea seconded the motion to approve the agenda for September 9, 2019. The motion carried unanimously.

5. APPROVAL OF THE MINUTES FOR THE MEETING OF JUNE 10, 2019 - Pat Shea moved to approve the meeting minutes of June 10, 2019. Teresa Aquila seconded the motion to approve the meeting minutes of June 10, 2019. The motion carried unanimously.

6. ELECTION OF OFFICERS - Elections by the CAB members will be held to elect the Chair and Vice-Chair for 2019/2020 term, elected officers will be effective immediately. (for Possible Action)

MOTION FOR CHAIR: Roger Edwards moved to nominate Pat Shea to be Chair person. Kenji Otto seconded the nomination for Pat Shea to be chair. Motion carried unanimously. Pat Shea introduced himself.

MOTION FOR VICE CHAIR: Roger Edwards moved to nominate himself to be Vice Chair. Teresa Aquila seconded the nomination for Roger Edwards to be chair. Motion carried unanimously. Roger Edwards introduced himself.

New members, Rob Piere and Kenji Otto introduced themselves

7. DEVELOPMENT PROJECTS – The project description is provided below with links to the application or you may visit the Planning Program website and select the Application tab and then the Applications Commission District Five. https://www.washoecounty.us/csd/planning_and_development/index.php

7.A. 7. DEVELOPMENT PROJECTS – The project description is provided below with links to the application.

7.A. Administrative Permit Case Number WADMIN19-0018 (Hebert Garage) - Request for community

feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for the construction of a detached accessory structure of approximately 2,400 square feet on a parcel of land with a main dwelling of approximately 1,152 square feet. (for Possible Action)

- Applicant\Property Owner: Scott Hebert
- Location: 11537 Sitka Street, Approx. 500 ft. east of the intersection with Arizona St.
- Assessor's Parcel Number: 080-311-04
- Staff: Roger Pelham, Senior Planner, (775) 328-3622; rpelham@washoecounty.us
- Reviewing Body: Tentatively scheduled for Board of Adjustment on October 3, 2019

Scott Hebert, homeowner, provided a brief overview of the project. He said he has been looking for a property to fix up and build a big garage to retire. He said he has remodeled the house and cleaned up the lot. He applied for a permit to build a garage to store his RV and equipment. He said he plans to run only electrical, not other utility services. He had pictures of his lot. He wanted to reassure the neighbors that he brings value to the area. He had pictures of similar metal buildings in the neighborhood. He wants to keep everything stored inside and keep the yard tidy. He said the proposed garage is 30 feet from the back fence and 40 feet from the current garage and 16 feet tall.

Roger Pelham, Washoe County Planner, said he is available for code, policy, and process questions. He said this is a detached accessory dwelling that is larger than the main dwelling which requires special review. The color of the proposed garage matches the home. It's a simple case.

Roger Edward asked if the owner hired a contractor. Scott said yes. He explained the building process. Rob Pierce asked if there are concerns with encroachment on other neighbors. Scott said no.

Kenji Otto said he saw the satellite photo and the neighbor has a similar garage. He asked if it's for personal use. Scott said yes.

Mr. Fadda recommended 200 amp electrical for the shop for the machinery. Teresa said it depends on the transformer and its additional charge if he has to get that changed.

Tim Jeter said he is a neighbor and he is in support of the garage. He said the garage will block the view of other lots that aren't as nice.

Roger Pelham said the neighbors received notice. This will be heard at Board of Adjustment on October 3.

MOTION: Teresa Aquila moved to recommend approval and forward community and Citizen Advisory Board comments to Washoe County Staff on a request for the construction of a detached accessory structure of approximately 2,400 square feet on a parcel of land with a main dwelling of approximately 1,152 sq. ft. Roger Edwards seconded the motion. The motion carried unanimously.

7.B. Special Use Permit Case Number WSUP19-0014 (Columbia Hill Grading)- Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for grading of a driveway, building pad, and arena associated with a single family residence. The total graded area proposed is 130,921 square feet, 4,031 cubic yards of cut, and 4,147 cubic yards of fill. (for Possible Action)

- Applicant\Property Owner: Rubicon Design Group\Teru Langsdale
- Location: 120 Columbia Ct.

- Assessor's Parcel Number: 079-342-09
- Staff: Chris Bronczyk, Planner, (775) 328-2612; cbronczyk@washoecounty.us
- Reviewing Body: Tentatively scheduled for Board of Adjustment on October 3, 2019

Derek Wilson, Rubicon Design Group, provided an update of the project. He said the grade quantity tripped the threshold for a special use permit. He said it will be graded for a single house, driveway, and horse area. He said there was an informal driveway made years ago. The driveway wasn't up to standards and this project will bring it up to current standards.

Roger Edwards asked where will the bulk of the dirt come from. Chris Bronczyk, Washoe County Planner, said the dirt will come from the new driveway. Chris said this triggered a SUP because they are grading, percentage of slopes, and it exceeds 5,000 cubic yard major grading. Between cut and fill, they are at 8,000.

No public comment.

MOTION: Roger Edwards moved to recommend approval to forward community and CAB comments to Washoe County staff on a request for grading a driveway, building pad, and arena associated with a single family residence. Rob Pierce seconded the motion. The motion passed unanimously.

7.C. Special Use Permit Case Number WSUP19-0017 (Cold Springs Elementary Grading) - Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request to allow for grading of a ±10.07-acre area, including excavation of ±1,617 cubic yards of earthen material and importation of ±93 cubic yards of fill material to facilitate the construction of Cold Springs Elementary School. (for Possible Action)

- Applicant\Property Owner: Washoe County School District\Woodland Village Phase 22 LLC
- Location: Northeast of the intersection of Briar Dr. and the future New Forest Dr.
- Assessor's Parcel Number: 556-290-32
- Staff: Sophia Kirschenman, Park Planner, (775) 328-3623; Skirschenman@washoecounty.us
- Reviewing Body: Tentatively scheduled for Board of Adjustment on October 3, 2019

Andy Durling, Wood Rogers, provided a project overview. He said he is representing the School District. He showed a map of the proposed site of a new elementary school. County codes states for sites for more than 4 acres for a certain amount of disturbed dirt during grading triggers a special permit. Decomposed granite will be put around the play area. 26% of site will be decomposed granite. It's used as ground cover, but not considered a landscape ground cover in this case.

Sophia Kirschenman, Washoe County Planner, introduced herself and was available to answer questions. She said we are just considering grading and decomposed granite.

No public comments.

MOTION: Teresa Aquila moved to recommend approval and forward comments to Washoe County Staff. Roger Edwards seconded the motion. The motion carried unanimously.

8. *Update on and Discussion of the Upcoming US 395 North Valleys Improvement Project- Pedro Rodriquez, NDOT Project Manager, will provide an update and lead a discussion on the US 395 North Valleys Improvement Project (Project limits are on US 395 from Lemmon Drive to McCarran Blvd.)

Pedro Rodriguez, project management, provided an updated North Valleys 395 project. He noted he has been here a few meetings ago to provide an update. He said the scope of work originally include improvements between McCarren to Lemmon Drive, new bridge at Parr, new southbound general purpose lane, auxiliary lane, braided ramp, and DDI at Lemmon drive. He said we spoke about balancing the design of project and the budget. He reported they are over budget. It was budgeted at \$80million; he said they are at \$97million. He said they have to look at changing the limits. He said they will now look at McCarren to Golden Valley. Golden Valley to Lemmon will be phase two. The project is more money and less of a scope. He said the lane configuration will stay the same; braided ramp. He said he has been promoted, and he introduced Jae Pullen, project manager. Pedro said the updates will be reflected on the website.

Rob Pierce asked if south bound Golden Valley would get a signal or roundabout. Pedro said the studies showed signals would suit that area, but won't happen in this phase.

Pedro spoke about a traffic study two years ago. Jae spoke about what warrants signals. He said a signal is \$1million dollars.

Teresa asked about Parr Blvd north bound ramp that backs up on the freeway with TMCC traffic. Pedro said the auxiliary lanes will help. Jae said we are widening the road, and engineers are working on the bridge. Pedro said we are analyzing that.

Kenji asked if Cold Springs would be included or if there are any future projects to address future traffic. Pedro said projections were included in the model, but nothing is planned for future in Cold Springs. Jae said the developer would have to pay for interchange improvements. Kenji said he is concerned with the traffic getting worse. Pedro said they have projections that are included in this model, but they don't know exactly what will be developed in the future. Kenji said the population has doubled since the last census, and would like them to stay on this study as future growth happens. Pedro said if these improvements didn't happen 395 would be a parking lot and it helps clear the concerns that have been expressed. Pedro said a new study would be conducted if there were major new developments happen. Jae said NDOT said RTC is the glue that holds all the agencies together. Pedro said this study was spurred when Ray Lake notified them of the need. They said they started receiving complaints. Kenji said he is concerned with emergency services responses with traffic.

Ray Lake asked what takes place at Golden Valley bridge. He said that it tappers from 3 lanes to 2 lanes. He is concerned that the diverging diamond is being deferred. Pedro said Phase one will get additional auxiliary lane on both north and south bound which will help alleviate the traffic. He said they can wait a few years until they are widen. Ray said traffic takes alternate routes which impacts Golden Valley off-ramp. Pedro said the braided ramp at Panther will provide additional storage.

Tim Fadda said traffic studies from two years ago are skewed due to new development. There was an accident on Friday morning that backed up the traffic to Border Town. It needs to be 4-lanes to the state line. There is no access for emergency vehicles.

Pat Shea said turn-outs would be good for emergency vehicles between the interchanges so they can turn around sooner to help an accident. Jae said they will speak with NHP and Sheriff's office.

Kenji asked if North Virginia is NDOT. Jae explained the portions that are maintained by Washoe County and portions are NDOT.

9. *Presentation and Discussion of the Hazard Mitigation Planning Process – Washoe County will provide a brief overview of the hazard mitigation planning process, including the goals of the updated hazard mitigation plan, discussion of the priority hazards that have been identified, the process for developing mitigation strategies, and next steps, including ways members of the public can get involved.

Aaron Kenneston, Washoe County Emergency Manager, provided a presentation of hazard mitigation plan. He said it's updated every 5 years. In this region, wildfires and closed basin flooding are the two areas of focus.

Matthew Lieuallen, project director on this plan, provided materials and an overview of mitigation planning. Pat Shea asked for his contact information so he can call him about a specific topic. Matthew's contact information is mlieuallen@ene.com.

Roger Edwards asked about the survey. He said he can help get the word out about the survey. He spoke about the frustration of the FEMA process. He said these plans help to get FEMA funding.

Tim Fadda spoke about FEMA flood plain. He said he has issues with Petco building built on 67 acres of a flood plain which exacerbated the flooding in the area. He said an old engineering study stated not to build in the flood plain. Aaron said there have been changes in codes to address these issues. Tim Fadda said retention basins and ponds do not work. They need a comprehensive storm drain system to address the run-off.

10.* Commission Update – Commissioner Herman was not in attendance.

11.* Chair/board member items – There were no chair updates or comments.

12. *General Public Comment – There were no public comments.

Adjournment – meeting adjourned at 7:31 p.m.

CAB members: 6
Staff members: 4
Elected officials: 0
Public Members: 15



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

Engineering and Capital Projects

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-3600
FAX (775) 328.3699

Date: August 30, 2019

To: Sophia Kirschenman, Park Planner

From: Leo Vesely, P.E., Licensed Engineer

Re: Special Use Permit Case **WSUP19-0017 – Cold Springs Elementary School Grading**
APN 556-290-32

GENERAL PROJECT DISCUSSION

Washoe County Engineering staff has reviewed the above referenced application. The Special Use Permit is for grading of a ±10.07-acre area, including excavation of ±1,617 cubic yards to construct a new elementary school. The Engineering and Capital Projects Division recommends approval with the following comments and conditions of approval which supplement applicable County Code and are based upon our review of the site and the application prepared by Wood Rodgers. The County Engineer shall determine compliance with the following conditions of approval.

For questions related to sections below, please see the contact name provided.

GENERAL CONDITIONS

Contact Information: Leo Vesely, P.E. (775) 328-3600

1. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
2. The developer shall obtain from the Nevada Division of Environmental Protection a Stormwater Discharge Permit and submit a copy to the Engineering Division prior to issuance of a grading permit.
3. The Truckee Meadows Regional Stormwater Quality Management Program Construction Permit Submittal Checklists and Inspection Fee shall be submitted with the grading permit.
4. A grading bond of \$2,000/acre of disturbed area shall be provided to the Engineering Division prior to any grading.
5. All grading shall be in accordance with Article 110.438 Grading Standards.
6. All disturbed areas left undeveloped for more than 30 days shall be treated with a dust palliative. Disturbed areas left undeveloped for more than 45 days shall be revegetated. Specifications for revegetation procedure and seed mix shall be prepared by a licensed landscape architect.



INTEGRITY



EFFECTIVE
COMMUNICATION



QUALITY
PUBLIC SERVICE

Subject: **WSUP19-0017 – Cold Springs New School Grading**
Date: August 30, 2019
Page: 2

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

Contact Information: Leo Vesely, P.E. (775) 328-3600

1. No comments.

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitchell Fink (775) 328-2050

1. A traffic impact report shall be submitted for review by the Washoe County Engineering Division for the project.

UTILITIES (County Code 422 & Sewer Ordinance)

Contact Information: Tim Simpson, P.E. (775) 954-4648

1. There are no utility related conditions of approval

From: [Fagan, Donna](#)
To: [Bronczyk, Christopher](#); [Olander, Julee](#); [Pelham, Roger](#); [Kirschenman, Sophia](#)
Subject: Fw: August Agency Review Memo IV
Date: Thursday, August 22, 2019 11:46:56 AM
Attachments: [image007.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)
[Outlook-0bytb5gk.png](#)
[Outlook-zaptwnip.png](#)
[Outlook-3suxafb0.png](#)
[Outlook-4yim3ta1.png](#)
[Outlook-1gf25ltx.png](#)

Chris, Julee, Roger, and Sophia,

Comments for:

#1 = WSUP19-0014
#2 = WSUP19-0015
#3 = WSUP19-0016
#4 = WSUP19-0017
#6 = WSUP19-0019

Thanks...Donna



Donna Fagan
Planning and Building Division | Community Services Department
dfagan@washoecounty.us | Office: 775.328.3616
1001 E 9th Street, Reno, NV 89512-2845



From: Wolf, Mike <MWolf@washoecounty.us>
Sent: Thursday, August 22, 2019 8:55 AM
To: Fagan, Donna <DFagan@washoecounty.us>
Subject: RE: August Agency Review Memo IV

1-4 and 6 will require dust control permits

Michael Wolf, CEM

Permitting and Enforcement Branch Chief | Air Quality Management Division | Washoe County Health District

mwolf@washoecounty.us | O: (775) 784-7206 | 1001 E. Ninth St., Bldg. B, Reno, NV 89512

OurCleanAir.com

**WASHOE COUNTY
HEALTH DISTRICT**
ENHANCING QUALITY OF LIFE



Please consider the environment before printing this e-mail.

**WSUP19-0017
EXHIBIT D**

From: Fagan, Donna
Sent: Wednesday, August 21, 2019 3:48 PM
To: Wolf, Mike; English, James; Rubio, Wesley S; Dayton, Brittany
Cc: Coon, Don; Health – EHS Front Desk
Subject: August Agency Review Memo IV

Mike, Jim, Wes, and Brittany,

Please find the attached Agency Review Memo with a case received this month by CSD, Planning and Building.

You've been asked to review the items as indicated below. Click on the highlighted item descriptions for a link to the application.

Mike: Items #1 thru #6

Jim/Wes: Items #1 thru #6

Brittany: Items #3, #4, and #6

Please send any comments or conditions to the planner for that item.

Thank you,
Donna



Donna Fagan
Planning and Building Division | Community Services Department
dfagan@washoecounty.us | Office: 775.328.3616
1001 E. 9th Street, Reno, NV 89521



From: [Thomason, Jennifer C CIV USARMY CESPK \(USA\)](#)
To: [Kirschenman, Sophia](#)
Subject: Special Use Permit Case Number WSUP19-0017 (Cold Springs Elementary Grading) (UNCLASSIFIED)
Date: Tuesday, September 03, 2019 8:40:09 AM

[**NOTICE:** This message originated outside of Washoe County -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

CLASSIFICATION: UNCLASSIFIED

Hi Sophia,

In response to the notice received by our office, we offer the following comment on the subject project:

Please be advised that the U.S. Army Corps of Engineers, through the Regulatory Program, administers and enforces Section 10 of the Rivers and Harbors Act of 1899 (RHA) and Section 404 of the Clean Water Act (CWA). Under RHA Section 10, a permit is required for work or structures in, over or under navigable waters of the United States. Under CWA Section 404, a permit is required for the discharge of dredged or fill material into waters of the United States. If waters of the U.S. are located on the property, a permit from our office may be required. More information regarding our regulatory program and how to identify "waters of the U.S." is available on our website at, <http://www.spk.usace.army.mil/Missions/Regulatory.aspx>. If you have any questions you can contact me at the number below or by email.

Thank you,

Jennifer C. Thomason
Senior Project Manager
US Army Corps of Engineers, Sacramento District
Reno Regulatory Field Office
300 Booth Street, Room 3050
Reno, NV 89509-1361
(775) 784-5304

*Upcoming Leave: September 23-27, 2019

Let us know how we're doing. Please complete the survey at:
http://corpsmapu.usace.army.mil/cm_apex/f?p=regulatory_survey

CLASSIFICATION: UNCLASSIFIED

From: [Thomason, Jennifer C CIV USARMY CESPK \(USA\)](#)
To: [Kirschenman, Sophia](#)
Subject: Special Use Permit Case Number WSUP19-0017 (Cold Springs Elementary Grading) (UNCLASSIFIED)
Date: Tuesday, September 03, 2019 8:40:09 AM

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Thank you,

Jennifer C. Thomason
Senior Project Manager
US Army Corps of Engineers, Sacramento District
Reno Regulatory Field Office
300 Booth Street, Room 3050
Reno, NV 89509-1361
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Let us know how we're doing. Please complete the survey at:
http://corpsmapu.usace.army.mil/cm_apex/f?p=regulatory_survey

CLASSIFICATION: UNCLASSIFIED



Washoe County Citizen Advisory Boards CAB Member Worksheet

Citizen Advisory Board: North Valley Citizen Advisory Board _____

Meeting Date (if applicable): _____

Topic or Project Name (include Case No. if applicable): _____

WSUP19-0017 (Cold Springs Elementary Grading)

Washoe County Planner _____

Sophia Kirschenman _____

Please check the appropriate box:

My comments were (or) were not discussed during the meeting.

Identified issues and concerns:

Consistency, Site Suitability,- This site meets all of the requirement of the master plan for placement as an elementary school

Improvements- My experience living around elementary schools, the WCSD does a poor job of planning for the traffic impact related to arrival and discharge of students and families at the beginning and end of the school day. The surrounding streets become clogged with vehicle as parents arrive to drop off or pickup the students. This school is planned for +-750 students.

New Forest drive is a traffic collector street. Most schools located on collector streets have a more extensive traffic flow pattern to move the traffic off of the main collector street. I don't see any such plan in this project. Please provide more information for the traffic mitigation at intersection of New Forest and Briar Dr

Suggested alternatives and/or recommendations:

Name Patrick M Shea _____ Date: 8-31-19 _____

(Please Print)

Signature: Patrick M. Shea _____

This worksheet may be used as a tool to help you take notes during the public testimony and discussion on this topic/project. Your comments during the meeting will become part of the public

record through the minutes and the CAB action memorandum. Your comments, and comments from other CAB members, will and shall not collectively constitute a position of the CAB as a whole. ****Due to Nevada Open Meeting Law considerations, please do not communicate with your fellow CAB members on items outside of the agendaized discussions held at your regular CAB meetings.****

If you would like this worksheet forwarded to your Commissioner, please include his/her name.

Commissioner's Name: _____

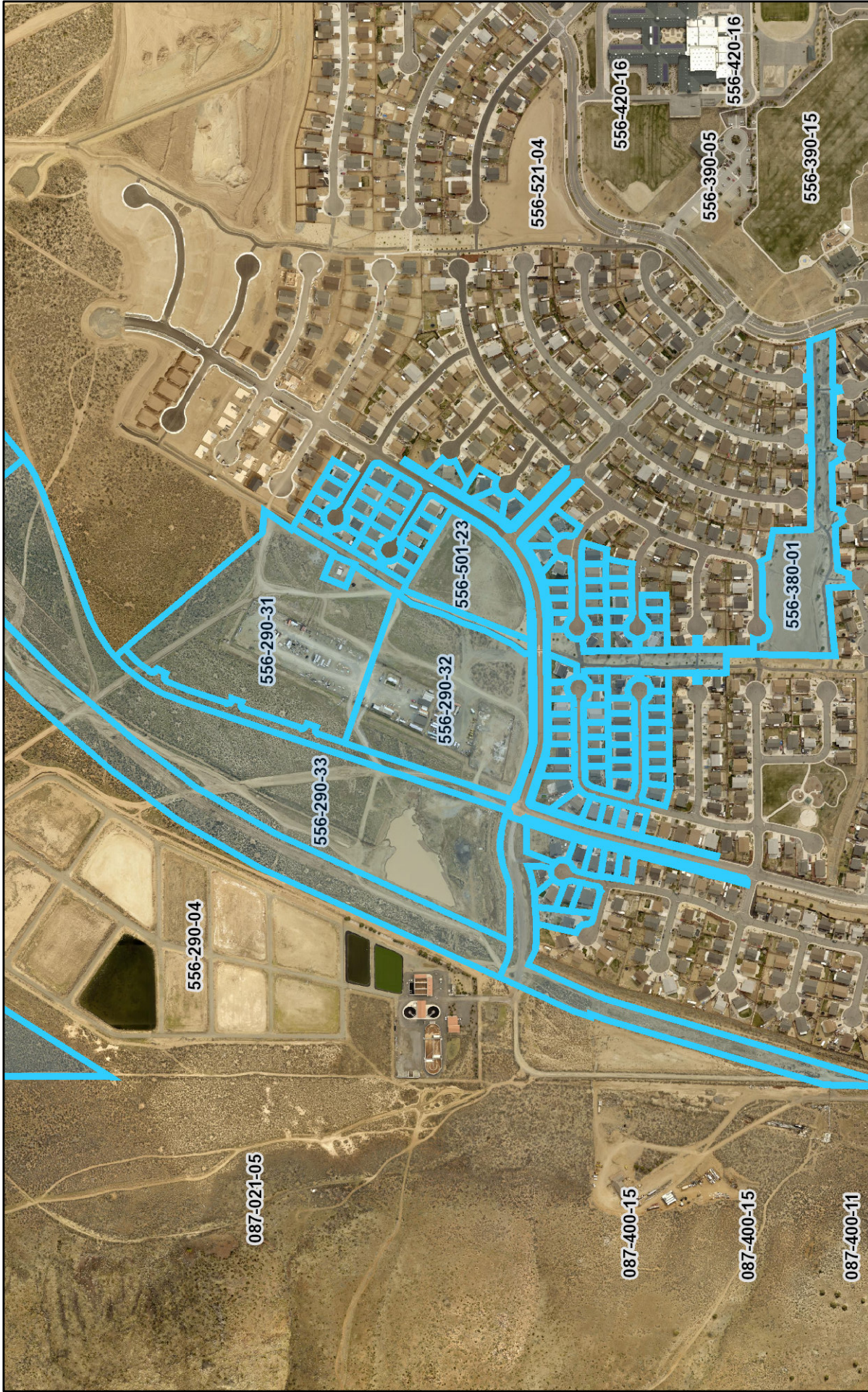
Use additional pages, if necessary.

Please mail, fax or email completed worksheets to: Washoe County CSD - Planning
Agency Review Response
1001 East 9th Street, Reno, NV 89512
Email: cab@washoecounty.us

Washoe County Development Code
(Chapter 110 of the Washoe County Code)
Definition of Applications

Type of Application	Definition	Chapter/Article
Parcel Maps; and Second or Subsequent Parcel Maps	A parcel map is required for all minor subdivisions of four or fewer lots or common-interest units. If the application is subdividing a lot or lots created within five years from the creation of the original lot, a public notice card shall be sent to advisory boards indicating the review criteria and date and time of meeting.	110.606
Tentative Subdivisions	A tentative subdivision application is required for all proposed subdivisions of five or more lots and all common-interest units consisting of five or more units.	110.608
Variances	Standards within the Development Code may be varied (e.g. such as building height, setback requirements, landscape modifiers, etc.). Different standards apply in different land use designations. Typical requests are for lots with unique physical conditions that create a hardship (i.e. shape, topography, wetlands, public easements, etc.).	110.804
Use Permits	Civic, residential, commercial and industrial uses on a property may require a use permit. The type of use permit, if required, is noted on the <i>Table of Uses</i> in the <i>Development Code</i> (110.302.05). Administrative Permits are approved by the Hearing Examiner and usually involve relatively small impacts from a use. A Special Use Permit may be required for a proposed project when the intensity or size of the project, traffic generation, noise, impact on public facilities or compatibility with surrounding uses or other impacts must be evaluated.	110.808 and 110.810
Development Agreements	Allows for any person having a legal or equitable interest in land to enter into an agreement with Washoe County concerning the development of that land.	110.814
Development Code Amendment	Provides a method for amending the Development Code.	110.818
Master Plan Amendment	Provides a method for amending the Master Plan (e.g. changes of land use).	110.820
Regulatory Zone Amendment	Provides a method for amending regulatory zone boundaries (i.e. zone changes).	110.821

Noticing Map - Cold Springs Elementary Grading



August 19, 2019
WSUP19-0017
EXHIBIT G

1:9,028
0 0.075 0.15 0.3 mi
0 0.1 0.2 0.4 km
Washoe County
Washoe County GIS

This information for illustrative purposes only. Not be used for boundary resolution or location and not intended to be used for measurement, calculation, or delineation. Washoe County Technology Services - Regional Services Division, 1001 E. 9th St, Building C-200, Reno, NV 89512. www.washoecountyusgis (775) 328-2345

Special Use Permit Application Cold Springs Elementary School

Submitted to Washoe County
August 15, 2019

Prepared for

Washoe County School District

425 East Ninth Street

Reno, NV 89512

Prepared by



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EXHIBIT H

Section 1

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: Cold Springs Elementary School			
Project Description: SUP associated with grading for a new elementary school to be located in Cold Springs that includes a 2.6± acre (26% of the site) decomposed granite playground.			
Project Address: 0 Briar Drive Washoe County, NV 89508			
Project Area (acres or square feet): 10.07± acres			
Project Location (with point of reference to major cross streets AND area locator): The project site is located on Briar Drive in Cold Springs, northeast of the intersection of New Forest Dr and Briar Dr			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
A portion of 556-290-27	69.47		
Indicate any previous Washoe County approvals associated with this application: Case No.(s).			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: Woodland Village Phase 22 LLC		Name: Wood Rodgers Inc	
Address: 4790 Caughlin Pkwy #439		Address: 1361 Corporate Blvd	
Reno, NV	Zip: 89519	Reno, NV	Zip: 89502
Phone:	Fax:	Phone: 775-823-4088	Fax: 775-823-4088
Email:		Email: adurling@woodrogers.com	
Cell:	Other:	Cell:	Other:
Contact Person:		Contact Person: Andy Durling	
Applicant/Developer:		Other Persons to be Contacted:	
Name: Washoe County School District		Name:	
Address: 425 East Ninth Street		Address:	
Reno, NV	Zip: 89512		Zip:
Phone: 775-348-0200	Fax:	Phone:	Fax:
Email:		Email:	
Cell:	Other:	Cell:	Other:
Contact Person: Teresa Golden		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: Washoe County School District

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, Peter Lissner
(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 Development.

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

Assessor Parcel Number(s): _____

Printed Name Peter Lissner

Signed *[Signature]*

Address 4790 Caughlen Pkwy #439
RENO, NV 89519

Subscribed and sworn to before me this 1st day of August 2019.

[Signature]

(Notary Stamp)

Notary Public in and for said county and state

My commission expires: 10/16/21



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

- Owner
- Corporate Officer/Partner (Provide copy of recorded 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

Special Use Permit Application Supplemental Information

(All required information may be separately attached)

1. What is the project being requested?

Grading associated with the construction of a new elementary school in the Cold Springs area that includes a playground with 26% of the site covered in decomposed granite. As the DG ground cover is not considered to be formal landscaping, by Washoe County Development Code (WCDC) and is more than 20% of the site, an SUP for grading is required.

2. Provide a site plan with all existing and proposed structures (e.g. new structures, roadway improvements, utilities, sanitation, water supply, drainage, parking, signs, etc.)

See Attached

3. What is the intended phasing schedule for the construction and completion of the project?

The school will be completed in one phase

4. What physical characteristics of your location and/or premises are especially suited to deal with the impacts and the intensity of your proposed use?

The site is vacant and is relatively flat, generally sloping from the northwest to the southeast. The site is located along an identified future collector (New Forest Drive).

5. What are the anticipated beneficial aspects or affects your project will have on adjacent properties and the community?

The site is located in a developing neighborhood and will help to relieve school overcrowding within the area.

6. What are the anticipated negative impacts or affect your project will have on adjacent properties? How will you mitigate these impacts?

Traffic impacts are anticipated to be minimal and will be mitigated by traffic improvements and the existing pedestrian amenities including flashing signals, crosswalks and striping. Construction of the school will be limited to typical construction hours and days.

7. Provide specific information on landscaping, parking, type of signs and lighting, and all other code requirements pertinent to the type of use being purposed. Show and indicate these requirements on submitted drawings with the application.

Formal landscaping will include 1.2± acres (12%), 92 parking spaces, and parking lot and building lighting typically associated with an elementary school (see project description).

8. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that apply to the area subject to the special use permit request? (If so, please attach a copy.)

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

9. Utilities:

a. Sewer Service	Washoe County
b. Electrical Service	NV Energy
c. Telephone Service	AT&T
d. LPG or Natural Gas Service	NV Energy
e. Solid Waste Disposal Service	Waste Management
f. Cable Television Service	Charter Communications
g. Water Service	Great Basin Water Co.

For most uses, Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County. Please indicate the type and quantity of water rights you have available should dedication be required.

h. Permit #		acre-feet per year	
i. Certificate #		acre-feet per year	
j. Surface Claim #		acre-feet per year	
k. Other #		acre-feet per year	

Title of those rights (as filed with the State Engineer in the Division of Water Resources of the Department of Conservation and Natural Resources).

--

10. Community Services (provided and nearest facility):

a. Fire Station	Truckee Meadows Fire Station 42
b. Health Care Facility	Saint Mary's North Valleys Urgent Care
c. Elementary School	Cold Spring Elementary School (approximately 1 mile from project site)
d. Middle School	Cold Spring Middle School
e. High School	North Valleys High School
f. Parks	Sierra Rock Park, Village Center Park, Forest Park and Cold Springs Park
g. Library	North Valleys Library
h. Citifare Bus Stop	Lemmon Drive and Sky Vista Parkway

**Special Use Permit Application
for Grading
Supplemental Information**
(All required information may be separately attached)

1. What is the purpose of the grading?

The grading is associated with the construction of a new elementary school in the Cold Springs area that will include a playground with DG ground cover and no other vegetation over more than 20% of the overall site.

2. How many cubic yards of material are you proposing to excavate on site?

In total the construction of the school will require the excavation of 1,617± cu. yd. The total excavation will continue despite the SUP, which is only a portion of the total.

3. How many square feet of surface of the property are you disturbing?

114,000± sq. ft. is associated with the SUP. However the entire property will be disturbed.

4. How many cubic yards of material are you exporting or importing? If none, how are you managing to balance the work on-site?

A total of 93± cu. yd. of fill will need to be imported for the construction of the entire school site.

5. Is it possible to develop your property without surpassing the grading thresholds requiring a Special Use Permit? (Explain fully your answer.)

Yes. Development of the school site does not trigger the requirements for an SUP. However, the project includes a playground area with grading in excess of 20% of the site and will have DG ground cover. Section 110.412.60(j) of the WCDC does not consider DG to be landscape. Therefore, if the playground were under 20% or had a different ground cover such as turf, and SUP would not be required. The playground proposed is typical of all WCSD elementary schools.

6. Has any portion of the grading shown on the plan been done previously? (If yes, explain the circumstances, the year the work was done, and who completed the work.)

No.

7. Have you shown all areas on your site plan that are proposed to be disturbed by grading? (If no, explain your answer.)

Yes

8. Can the disturbed area be seen from off-site? If yes, from which directions and which properties or roadways?

Yes, a portion of the disturbed will be be seen from properties adjacent to the site including along Briar Drive. This will be screened by formal landscaping along the frontage roads including street trees, as well as trees along the northern boundary.

9. Could neighboring properties also be served by the proposed access/grading requested (i.e. if you are creating a driveway, would it be used for access to additional neighboring properties)?

No specifically associated with these project, however, as part of the overall Woodland Village, the project off-site improvements include the extension of New Forest Dr. which will provide future access to Phase 22 of Woodland Village.

10. What is the slope (horizontal/vertical) of the cut and fill areas proposed to be? What methods will be used to prevent erosion until the revegetation is established?

The proposed slope is less than 15% and will be controlled by BMPs during construction. All disturbed slopes will either be landscaped with formal landscaping or developed, with the exception of the DG used for the multi-purpose field (which is not considered landscape according to WCDC).

11. Are you planning any berms?

Yes	No <input checked="" type="checkbox"/>	If yes, how tall is the berm at its highest?
-----	--	--

12. If your property slopes and you are leveling a pad for a building, are retaining walls going to be required? If so, how high will the walls be and what is their construction (i.e. rockery, concrete, timber, manufactured block)?

No retaining walls will be required.

13. What are you proposing for visual mitigation of the work?

Perimeter landscaping and screening along the frontage roads and the adjacent properties including trees and shrubs will be incorporated into the project.

14. Will the grading proposed require removal of any trees? If so, what species, how many and of what size?

No trees will be removed as part of this project. The existing trees along Briar Dr. will be preserved and an additional 147 trees will be planted as part of this project.

15. What type of revegetation seed mix are you planning to use and how many pounds per acre do you intend to broadcast? Will you use mulch and, if so, what type?

All disturbed ground will be developed, formally landscape, or covered in a minimum of 4 inches of decomposed granite.

16. How are you providing temporary irrigation to the disturbed area?

During construction of the project the contractor will be responsible for maintaining a dust control plan and will most likely involve a water truck to be used as a dust suppression system when required.

17. Have you reviewed the revegetation plan with the Washoe Storey Conservation District? If yes, have you incorporated their suggestions?

No.

18. Are there any restrictive covenants, recorded conditions, or deed restrictions (CC&Rs) that may prohibit the requested grading?

Yes	No <input checked="" type="checkbox"/>	If yes, please attach a copy.
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Washoe County Treasurer
 Tammi Davis

Account Detail

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[Change of Address](#)

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CollectionCart

	Items	Total	
Collection Cart	0	\$0.00	Checkout View

Pay Online

No payment due for this account.

Washoe County Parcel Information

Parcel ID	Status	Last Update
55629027	Active	8/12/2019 2:07:21 AM

Current Owner:
 WOODLAND VILLAGE PHASE 22 LLC

 4790 CAUGHLIN PKWY 439
 RENO, NV 89519

SITUS:
 0 BRIAR DR
 WASHOE COUNTY NV

Taxing District
 4000

Geo CD:

Legal Description

Township 21 Section 9 Lot H2 Block Range 18 SubdivisionName WOODLAND VILLAGE PHASE 21

Tax Bill (Click on desired tax year for due dates and further details)

Tax Year	Net Tax	Total Paid	Penalty/Fees	Interest	Balance Due
2019	\$5,931.97	\$5,931.97	\$0.00	\$0.00	\$0.00
2018	\$5,660.28	\$5,660.28	\$0.00	\$0.00	\$0.00
Total					\$0.00

Disclaimer

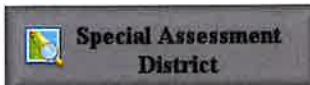
- **ALERTS:** If your real property taxes are delinquent, the search results displayed may not reflect the correct amount owing. Please contact our office for the current amount due.
- For your convenience, online payment is available on this site. E-check payments are accepted without a fee. However, a service fee does apply for online credit card payments. See Payment Information for details.

Pay By Check

Please make checks payable to:
WASHOE COUNTY TREASURER

Mailing Address:
 P.O. Box 30039
 Reno, NV 89520-3039

Overnight Address:
 1001 E. Ninth St., Ste D140
 Reno, NV 89512-2845



Section 2

PROJECT DESCRIPTION

Location

The proposed project is located in Cold Springs within Unincorporated Washoe County on a portion of the existing Assessor Parcel Number (APN) 556-290-27. A parcel map was previously submitted to the County and was recorded August 9, 2019. As of the time of this submittal, an APN has not been provided. The 10.07± acre parcel (Parcel H) is shown on the parcel map provided in Section 4 of this application. The vacant site is north of Briar Drive and northeast of the intersection of New Forest Drive and Briar Drive (see *Final Map* in Section 4 of this submittal packet).

The current land uses surrounding the property includes vacant land to the north and west with single family residential and vacant land to the east and the south.

Master Plan and Zoning Designations

The project site has a master plan designation of Suburban Residential (SR) and a zoning designation of Medium Density Suburban (MDS). The zoning designation of MDS is a conforming use within the SR master plan designation and a public-school facility is a permitted use within the MDS zoning designation.

Project Request

This application package contains the required Washoe County application and supporting information for the following requests:

- A **Special Use Permit (SUP)** to allow for grading activities associated with the development of a public elementary school totaling more than 20% disturbance area for grading. The 10.07± acre site is on a portion of APN 556-290-27 and is proposed to contain grading (26%), to be permanently covered with decomposed granite, which is considered to be “undeveloped” in accordance with section 110.438.35(a)(1)(i)(B) of the Washoe County Development Code (WCDC).

The applicant plans to construct a public elementary school on the subject property. This school will result in a portion of the site (2.6± acres or 26%) to be dedicated as a playground with decomposed granite (DG) cover. When complete this playground will be similar to most Washoe County School District Elementary Schools. According to Section 110.412.60(j) of the WCDC, decomposed granite areas not consisting of shrubs or trees are not considered ‘Ground Cover’ and should be considered ‘undeveloped’. Since this area includes 2.6± acres, or more than 20% of the site, a Special Use Permit (SUP) for grading is required. The remainder of the school campus, consisting of the school building, paved areas, and formal landscaped areas are exempt from the grading SUP requirements.

Background

The proposed project is a result of the 2016 Washoe County Question 1 (WC-1), a voter passed initiative to provide funding for new school facilities to the Washoe County School District (WCSD).

This site was chosen to be the home of a new elementary school after an extensive public outreach effort in October of 2018 that considered seven (7) alternative sites. Based on input from over 700 residents, on February 6, 2019 the WCSD announced this site was the overwhelming favorite. The site has been part of the final parcel map process for the Woodland Village Phase 22 which creates the 10.07± acre parcel. At the time of this submittal, the Assessor parcel information has not been updated in Washoe County records to record the new parcel. Along with this application a set of building permit plans were submitted to Washoe County for review. However, these building plans will only be reviewed based upon the approval of this SUP.

Site Design

The project consists of the grading, construction and landscaping for a 745-student elementary school campus that will include: a school, parking lot and bus access off of Briar Drive and New Forest Drive, formal landscaping and playground/multi-purpose fields (*refer to Section 4 – Site Plan*).

Grading Specifications

The site is being mass graded in accordance with the approved Tentative Map for Woodland Village. The grading subject to the SUP only includes finish grading associated with the playground including the permanent decomposed granite ground cover. The mass grading for the project site has minimal elevation change and generally slopes from the northeast to the southwest with an elevation change of approximately six (6) feet throughout the site. The site will generally maintain its natural slope with drainage improvements to capture onsite flows and carry them to the west into off-site improvements running along the extension of New Forest Drive which is currently under construction as part of Woodland Village Phase 22 (see the *Civil Grading Plan* in Section 4 of this submittal packet).

Site Circulation and Parking

Off-site improvements will consist of striping and flashing signage along Briar Drive and New Forest Drive. Parking will be provided in two parking lots located along the southern boundary. There will be two main points of access with one from Briar Drive including bus loading and unloading and the second accessed from the future extension of New Forest Drive with student drop-off/pick-up. Per code, 36 spaces are required; the project is proposing 92 with 4 accessible (see the *Civil Striping and Signage Plan* in Section 4 of this submittal).

Landscaping

A majority of the site will be covered in non-pervious materials (asphalt, sidewalk, and buildings), while the rest will be covered in pervious materials including formal landscape (1.2± acres), along the frontage roads, as well as screening along the parking lots, drive isles, and north boundaries. This will include 147 trees and 0.6± acres of shrub coverage. The rest of the site, mainly along the north and east boundaries, approximately 2.6± acres (26%), will be covered in 4-in minimum depth of decomposed granite (DG) and will not include trees or shrubs. This area will make up the playground.

The application of decomposed granite in playground areas is a common at WCSD elementary schools. While most of WCSD schools do not require SUP's, this application is unique due to the classification of DG surfaces within Washoe County Development Code. The design of this elementary school does not differ from others proposed throughout the County. Due to the nature of the DG there is little impact due to dust once the playground is complete (refer to the *Landscape Plan* in *Section 4*). The proposed project meets all other landscape requirements.

Landscape Requirements	Required	Provided
Trees	126	147
Shrub Coverage	26,259 sf	26,500 sf
Total Landscape Area (not including Playground)	43,818 sf	52,518 sf

Signage Plan

Signage will consist of flashers for school zone along Briar Drive and New Forest Drive. As well as other directional signage throughout the parking lot. A monument sign consistent with other elementary schools will also be provided. All signs will meet all code requirements.

Special Use Permit Findings

Section 110.810.30 Findings. Prior to approving an application for a special use permit, the Planning Commission, Board of Adjustment or a hearing examiner shall find that all of the following are true:

- (a) Consistency. The proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the applicable area plan;

Response: The site has a master plan designation of Suburban Residential (SR), which is consistent with all of the adjacent properties to the north, east, south and west. The property and the surrounding land are located within the Cold Springs Area Plan specifically within the Cold Springs Suburban Character Management Area (CSSCMA). All regulatory zones defined within the Washoe County Master Plan and Development Code including Medium Density Suburban (MDS) are allowed within the CSSCMA. The specified use is allowed within the MDS zoning designation and is also within compliance with all of the policies and standards outlined in the CSSCMA.

- (b) Improvements. Adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;

Response: Major utilities including community water and sewer lines are currently located within Briar Drive along the southern boundary of the property and will be incorporated into the project. Adjacent roads including New Forest Drive is an identified collector street within the Cold Spring Area Plan. The extension of New Forest Drive along the western boundary is currently under construction as part of Woodland Village Phase 22 and will provide secondary access to the school. Traffic improvements including crosswalks, striping and flashing signage will be incorporated along Briar Drive and New Forest Drive as part of this project. Furthermore, existing pedestrian amenities along Briar Drive as well as a multi-use path along the eastern boundary of the site will provide safe routes to school for pedestrians.

- (c) Site Suitability. The site is physically suitable for the type of development and for the intensity of development;

Response: The site is currently vacant and relatively flat. The site is located along an identified collector street and has existing pedestrian amenities along the eastern boundary. The use proposed is in conformance with the underlying zoning and is suitable for the adjacent properties.

- (d) Issuance Not Detrimental. Issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area; and

Response: The proposed project will not be detrimental to the public health, safety or welfare of adjacent properties. Through public outreach, the site was identified as the most suitable site out of seven possible sites for the new elementary school. The site was largely chosen based on feedback from over 700 responses. The proposed use will have a positive impact on the surrounding area as it will provide relief from overcrowding benefiting the overall Cold Springs Community. The grading permit will allow the WCSD to design a project with a playground consistent with other elementary schools within the county. Decomposed granite typically reduces dust and is adequate ground cover to prevent erosion via wind and will not harm the air quality. Furthermore, decomposed granite requires less water and saves on maintenance costs compared to turf.

- (e) Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Response: N/A.

Section 3



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



Vicinity Map
Cold Springs Elementary School SUP
 August, 2019



WOOD RODGERS
 BUILDING RELATIONSHIPS ONE PROJECT AT A TIME
 1361 Corporate Boulevard Reno, NV 89502
 Tel: 775.823.4068 Fax: 775.122.4066



Legend
 Project Area

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community




Aerial Map
Cold Springs Elementary SUP
 August, 2019


WOOD RODGERS
 BUILDING RELATIONSHIPS ONE PROJECT AT A TIME
 1361 Corporate Boulevard
 Reno, NV 89502
 Tel: 775.823.4068
 Fax: 775.921.4066

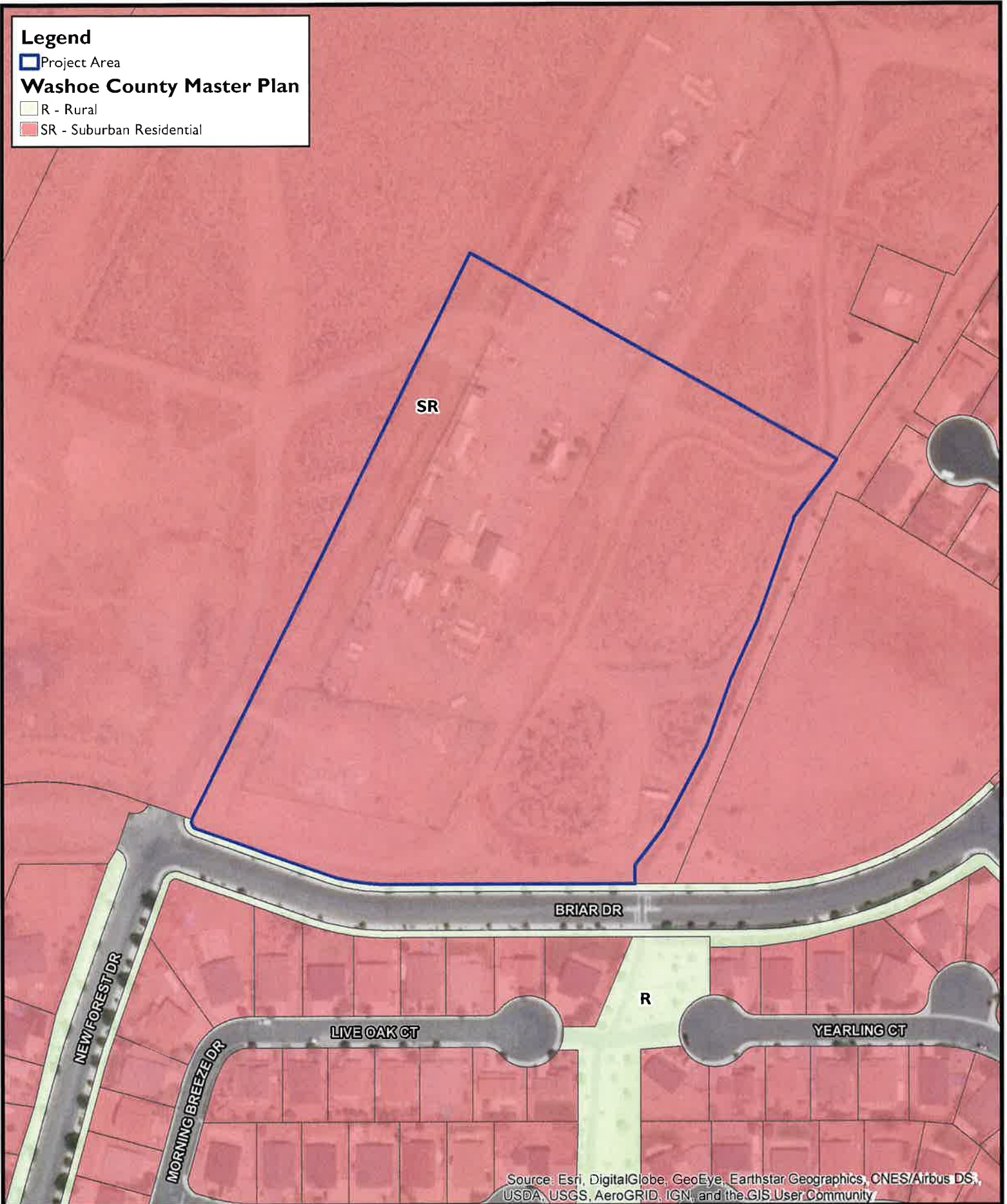
Legend

 Project Area

Washoe County Master Plan

 R - Rural

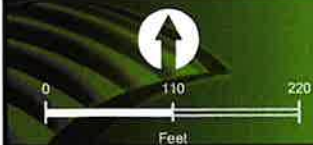
 SR - Suburban Residential



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Master Plan/Land Use
Cold Springs Elementary School SUP

August, 2019



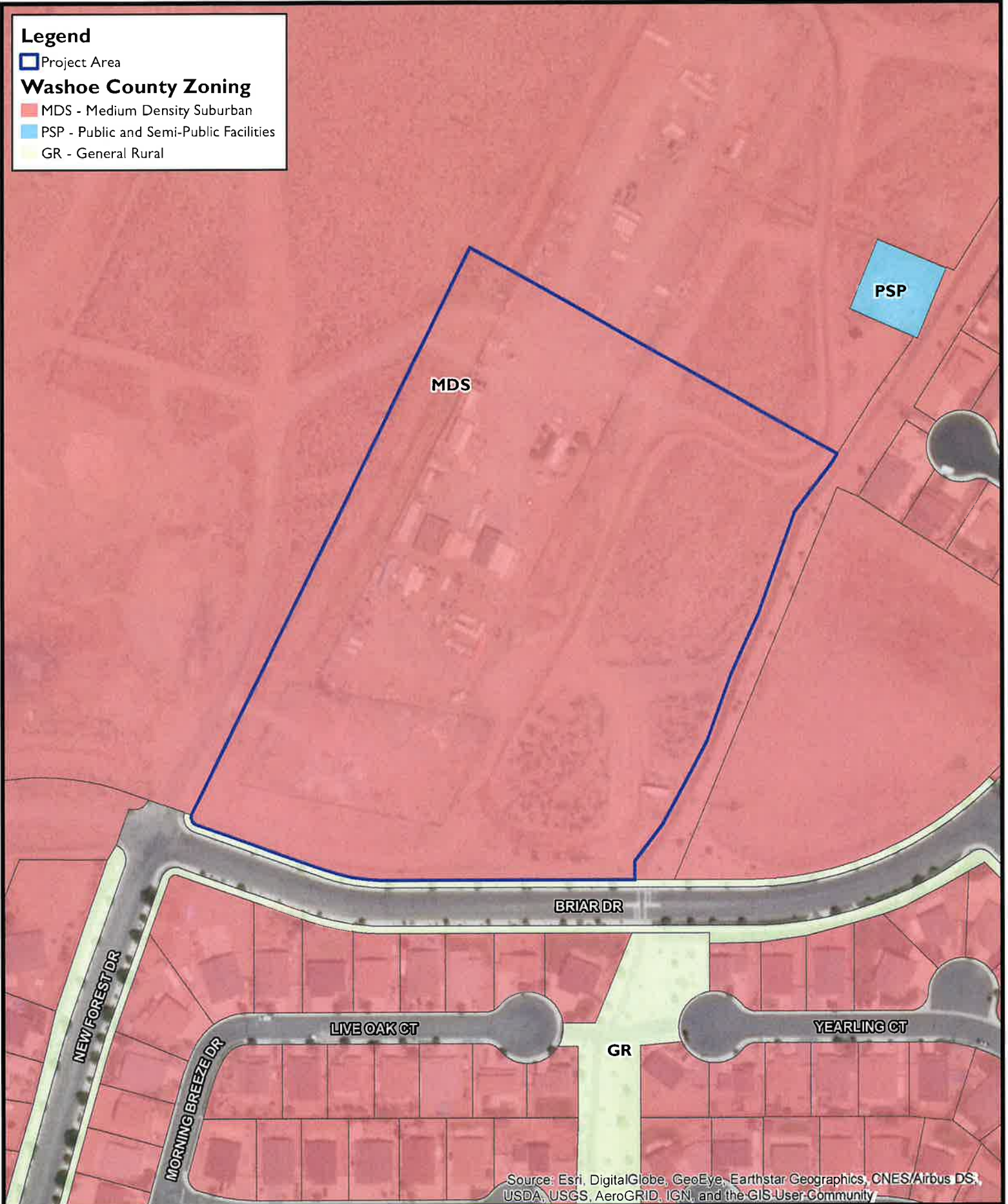
WOOD RODGERS
BUILDING RELATIONSHIPS ONE PROJECT AT A TIME
1361 Corporate Boulevard Reno, NV 89502
Tel: 775 833 4068 Fax: 775 833 4066

Legend

Project Area

Washoe County Zoning

- MDS - Medium Density Suburban
- PSP - Public and Semi-Public Facilities
- GR - General Rural



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Zoning

Cold Springs Elementary School SUP

August, 2019



WOOD RODGERS
BUILDING RELATIONSHIPS ONE PROJECT AT A TIME
1361 Corporate Boulevard Reno, NV 89502
Tel: 775.823.4068 Fax: 775.823.4066

Assessor's Map Number
556-29

STATE OF NEVADA
WASHOE COUNTY
ASSESSOR'S OFFICE
Michael E. Clark, Assessor
1001 East Ninth Street
Reno, Nevada, 89512
(775) 328-2321



Feet
0 200 400 600 800
1 inch = 800 feet

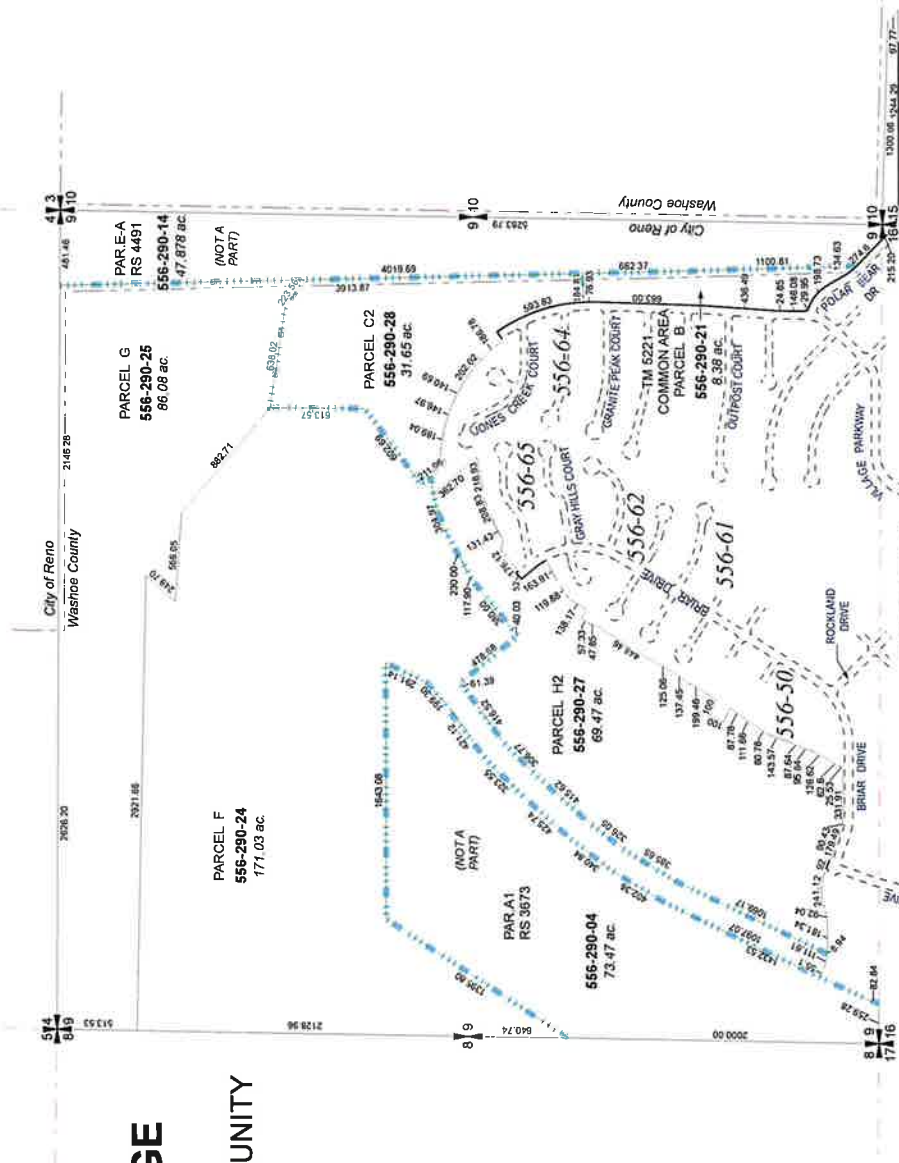


created by NLH 05/19/2011
last updated: SR 8/29/17, SR 7/8/18
area previously shown on map(s)

NOTE: This map was prepared for the use of the Washoe County Assessor for assessment and is not intended to be used for any other purpose. A survey of the premises is assumed as to the sufficiency or accuracy of the data delineated herein.

**PORTIONS OF SECTIONS 9, 15, & 16
T21N - R18E**

**(#5221)
WOODLAND VILLAGE
PHASE 20
A COMMON INTEREST COMMUNITY**



**(#5273)
WOODLAND VILLAGE
PHASE 21
A COMMON INTEREST COMMUNITY**