



Board of Adjustment Staff Report

Meeting Date: May 2, 2019

Agenda Item: 8B

CASE NUMBER:

WVIO-BUI17-0106 (George Pizarro)

BRIEF SUMMARY OF REQUEST:

To hear an appeal of an Administrative Hearing Officer's decision on a code enforcement action regarding the placement of two detached accessory structures, on the subject site, without first obtaining the required building permits.

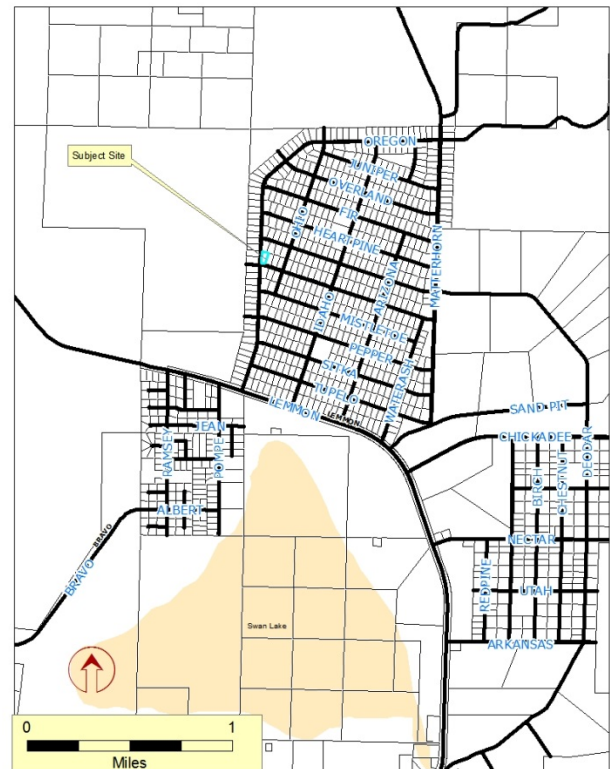
STAFF PLANNER:

Roger Pelham, Senior Planner
775.328.3622
rpelham@washoecounty.us

CASE DESCRIPTION

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 RECOMMENDATION

AFFIRM

REVERSE

REMAND

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 affirm the decision of the Administrative Hearing Officer that the appellant has "move[d]...a building or structure..." greater than 200 square feet in size to the subject site and has violated WCC Section 100.105.1; and, authorize the Chair of the Board of Adjustment to prepare a written order of the decision and file it with the Secretary of the Board of Adjustment, a copy of which shall be served to the appellant.

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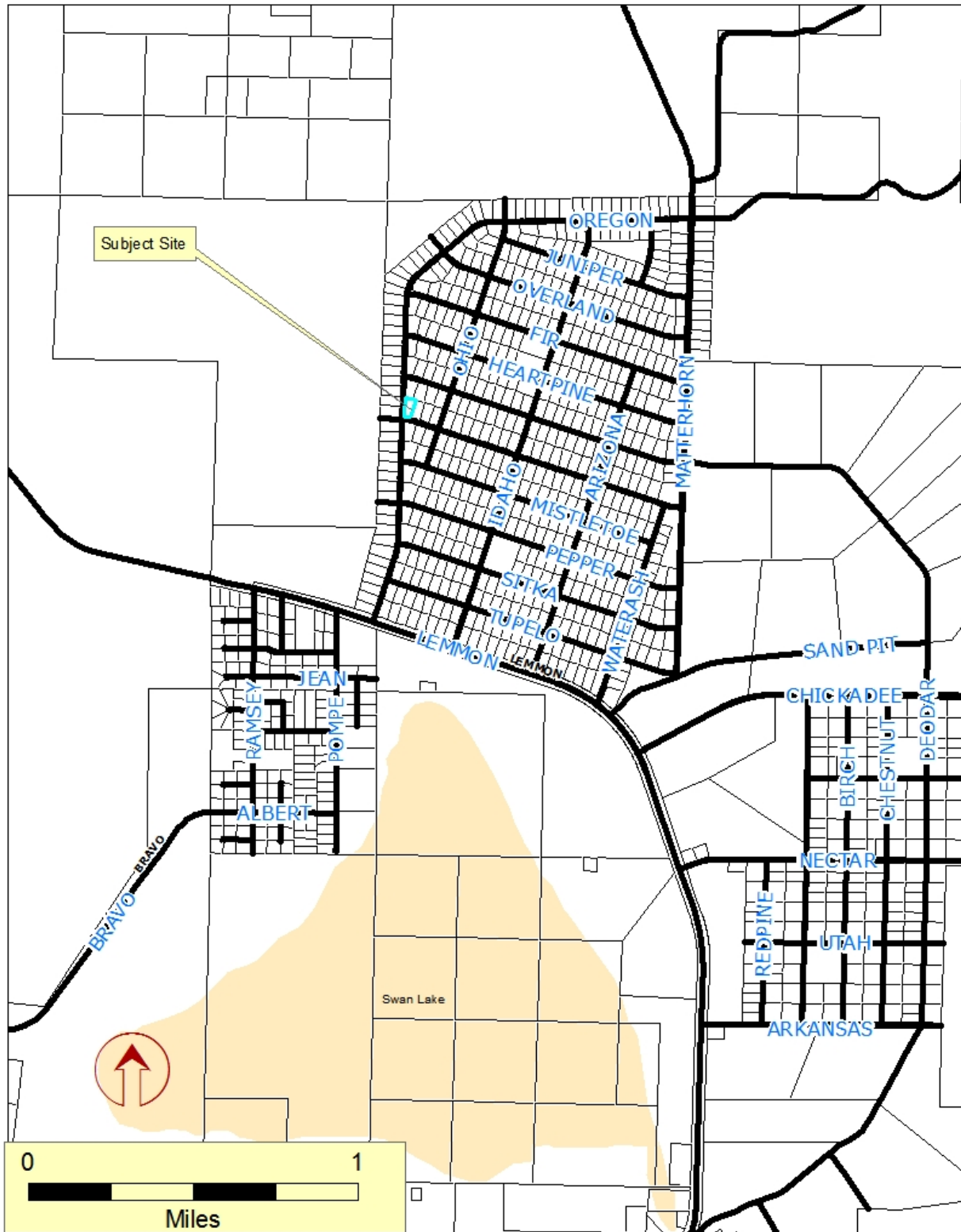
Information Provided to Administrative Hearing Officer by Appellant.....Exhibit E

Appeals of an Administrative Hearing Officer’s Decision to the Board of Adjustment Exhibit F

General Summary

The applicant has moved two structures to the subject site, each of which is greater than 200 square feet in size. No building permits have been obtained for either of the two structures.

Washoe County Code Section 100.105.1, requires that, "Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit."



Vicinity Map

Background

In November of 2017 an anonymous complaint was received by Washoe County Code Enforcement staff, alleging that a mobile home and a shed larger than 200 square feet had been moved to, and placed upon, the subject property.

Subsequent observations by Washoe County Code Enforcement staff found that there were two structures placed upon the subject site and that no building permits had been obtained by the property owner. One structure may generally be described as a “shed.” The other structure may generally be described as a “construction trailer.”

Contact with the property owner was first made by Washoe County Code Enforcement staff in December of 2017. In the approximately one year and four months following that interaction, the property owner has been in contact many times with various staff of the Planning and Building Division. A list of many of those interactions is included at Exhibit A to this report.

The Code Enforcement process eventually led to a hearing on February 5, 2019, before Nancy Moss Ghusn, an Administrative Hearing Officer. The Administrative Order from that hearing is included at Exhibit B to this report.

The Administrative Hearing Officer affirmed that, “I find the cited violations are supported by the evidence.” The Administrative Order requires that, “By April 20, 2019: 1) permit or remove shed, 2) remove construction trailer or hearing to determine compliance may be requested”

The property owner has appealed that decision to the Board of Adjustment.



Photo of “shed” on the subject site, dated January 22, 2018



Photo of “construction trailer” on the subject site, dated January 22, 2018

The following page shows an overhead photo of the subject site and the general location of the structures in question. This page was included in the information provided to the Administrative Hearing Officer.



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

Planning and Building Division

Code Compliance

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-6106
FAX (775) 328.6133

STRUCTURE GENERAL LOCATIONS

(Yellow boxes are not to scale)

CASE #: WVIO--BUI17-0106
ADDRESS: 11945 CHESAPEAKE DR.
APN: 080-354-04
ZONED: LDS



Analysis

WCC Chapter 100, Building Code at section 105.1, requires that,

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

Some structures are exempted from this requirement by WCC Chapter 100, Building Code at section 105.2, which allows,

Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required where exempted by law and for the following:

Building: 1. Nonhabitable one-story detached accessory structures on residentially zoned property or on a lot with an established principal residential use, used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet (18.58 m²), and does not include electrical, mechanical, or plumbing; and meets required setbacks for a structure as defined in WCC Chapter 110. In the Tahoe basin, the building must also not create land coverage as defined by TRPA.

The property owner has been made aware on several occasions that building permits are required for both structures; again see Exhibit A to this report. The applicant has also been informed that the structure referred to in this report as a "construction trailer" is unlikely to be able to be legally permitted as it is likely to be a "commercial coach" which is a commercial vehicle and cannot be permanently placed on a residentially-zoned parcel of land. This conclusion is speculative, to some extent, as the applicant has not provided sufficient information to Washoe County for evaluation of a building permit and, therefore has been unable to determine the nature of that structure. A Commercial Coach is defined in the Washoe County Development Code at Section 110.902.15 as follows:

Commercial Coach. "Commercial coach" means structure without motive power which is designed and equipped for human occupancy for industrial, professional or commercial purposes."

Commercial coaches are permissible for many temporary uses and for certain commercial and industrial purposes, but are not permissible to be placed on a residentially-zoned parcel of land as a permanent detached accessory structure.

It is not disputed that the structures in question are located on the subject site and that appropriate building permits have not been obtained. For this reason staff recommends that the Board of Adjustment uphold the findings of the Administrative Hearing Officer and order the property owner to: 1) permit or remove the shed, 2) remove the construction trailer.

Reviewing Agencies and Citizen Advisory Board

No other agencies have been involved in the administrative enforcement of the alleged WCC violation. Citizen Advisory Board review is not part of an administrative enforcement proceeding.

Staff Recommendation

Based upon staff analysis, evidence presented, and testimony received, staff recommends that the Board of Adjustment deny this appeal and affirm the decision of the Administrative Hearing Officer, that the appellant is in violation of Washoe County Code Section 100.105.1.

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 affirm the decision of the Administrative Hearing Officer that the appellant has “move[d]...a building or structure...” greater than 200 square feet in size to the subject site and has violated WCC Section 100.105.1; and, authorize the Chair of the Board of Adjustment to prepare a written order of the decision and file it with the Secretary of the Board of Adjustment, a copy of which shall be served to the appellant.

Written Decision and Appeal Process

A written order of the Board of Adjustment’s decision shall be prepared, executed by the Board of Adjustment Chair, and filed with the Secretary of the Board of Adjustment and a copy of the order shall be served on the appellant. The appellant has the right to appeal the written order by filing a petition for judicial review in the Second Judicial District Court for the State of Nevada within 25 days from the date the order is mailed to the appellant. Per WCC Section 110.910.15(i)(6), when a petition for judicial review is filed, the court rules shall govern the proceeding and the requested judicial review is in lieu of an appeal to the Board of County Commissioners as authorized by NRS 278.310(3)(b).

Property Owner: George Pizarro
 11945 Chesapeake Drive
 Reno, NV 89506



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COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
RENO, NEVADA 89512
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CASE SUMMARY

CASE#: WVIO-BUI17-0106
ADDRESS: 11945 CHESAPEAKE DR.
APN: 080-354-04

- 11/28/17 Anonymous ^(b) complaint, mobile home added to property, additional shed that exceeds 200sq. ft.
- 12/18/17 Site inspection, made contact with property owners. I informed them that the two detached accessory structures would need to be permitted as they are over 200sf. Will allow thirty days before sending Admin Warning.
- 01/22/18 No permits pending, both structures still there. Admin Warning letter sent.
- 01/31/18 Ms. Pizarro came into CSD, spoke with Permit Tech, Bert Soffiotto. Bert printed out some older plans for Ms. Pizarro, who stated she would return at a later date to speak with a Planner after gathering some more information. Bert printed out plans from Permit # 07-2235
- 02/5/18 Property owners came into CSD again to see if they could permit their structures. Property owners brought in a site map and spoke with Senior Planner, Chad Giesinger, and Permit Tech, Bert Soffiotto. They discussed placement of the structures, but permitting the structures as is would not be possible. One structure, the contractor trailer, is not on a permanent foundation and may not be allowed per WCC (but Admin would verify with Planning Manager 1st as CEO was out of the office.) The second structure could not be permitted because it was not on permanent foundation either. The Planner discussed options of obtaining multiple sheds or a cargo container for the property owner's storage needs.
- 02/16/18 Property owners came into CSD and spoke with Planning Tech, Kory Paholke, and Planning Manager, Bob Webb, who informed the property owners about their options regarding the two structures over 200 sq ft. Bob Webb let the property owners know that they needed to work with CEO Farmer to develop a comprehensive plan moving forward with the understanding that this process may take longer than 30 days.

Additionally an email was sent to the property owners cited the Washoe County Code Section that does not allow storage of commercial vehicles, furthermore, a 30 day extension was offered. A timeframe towards completion was requested but I did not receive a response.

- 03/6/18 Planning Manager, Bob Webb, met with property owners yesterday, 03-06-18. The property owners were given 30 days to remove one of the structures and replace it with two smaller structures as stated in an email communication by Stephanie Racy McIntyre and the property owners on March 02, 2017 (uploaded to "Documents"). The property owners must meet all setback requirements and remain in contact with CEO Farmer in regards to the progress being made on the property.



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- 05/14/18 Email communication between property owner and Planning & Building Director, Mojra Hauenstein, asking the property owner to communicate directly with CEO Farmer. Property owner is experiencing difficulties with her father's health. Email uploaded to "Documents."
- 05/21/18 Email to property owners requesting a timeframe to come into compliance so an extension of time could be issued.
- 06/6/18 No response from email (5/21) asking how much time do they need to remove the structures. 30 extension letter sent.
- 07/11/18 1st Penalty Notice mailed via USPS and USPS Certified.
- 08/16/18 2nd Administrative Warning sent
- 08/31/18 2nd Admin Warning refused and returned
- 09/26/18 2nd Penalty posted on the property
- 10/31/18 3rd Administrative Warning sent
- 11/19/18 Outstanding fees from the 1st and 2nd penalties sent to Collections
- 11/28/18 Property owner, George Pizarro, came into CSD extremely upset asking to file a complaint of harassment against the CEO Farmer. Mr. Pizarro stated that the code enforcement case did not match the "narrative of the situation" and stated that the CEO was harassing him due to racial biases. Admin offered for Mr. Pizarro to speak with Planning Manager, Bob Webb. Mr. Pizarro immediately state he would never talk to Bob Webb again. Admin offered for Mr. Pizarro to speak with the Director of Planning and Building but stated that an appointment would need to be made and emphasized that it would be best to have all parties in the room when speaking. Mr. Pizarro stated he would never speak to CEO Farmer again. Mr. Pizarro stated he would return to CSD with some friends so that he could have this conversation again when he is calmer.
- 12/11/18 3rd Penalty sent (regular mail and certified)
- 12/24/18 Certified copy of 3rd Penalty returned as "refused."
- 12/26/18 We received notification that the 3rd penalty had been appealed.



ADMINISTRATIVE ORDER

PROCEEDINGS BEFORE A WASHOE COUNTY ADMINISTRATIVE HEARING OFFICER

IN THE APPEAL OF (Respondents)

GEORGE PIZARRO JR.

CASE NO.: WVIO-BUI17-0106

HEARING DATE: 02/05/2019 9:00AM

SUBJECT PROPERTY

Address:

11945 CHESAPEAKE DR., RENO, NV 89506

APN:

080-354-04

ADMINISTRATIVE PENALTIES AND FEES

Administrative penalties and fees imposed by County: \$ 430.00

Hearing Officers decision: Affirm penalties/fees
 Dismiss penalties/fees
 Modify penalties/fees

\$ 215-

ADMINISTRATIVE ACTION FEES

Administrative Hearing request fee: \$ 50.00

Hearing Officers decision: Violation confirmed, must pay hearing fee

TOTAL PENALTIES AND FEES

\$ 265.00

Payment is due immediately upon conclusion of appeal hearing, but no later than

Penalties/Fees Due Date → March 5, 2019

1. Pursuant to the Washoe County Enforcement Code ("Code") at 125.120, *et seq.*, the Respondents above-named have appealed an administrative enforcement action brought by Washoe County ("County"). An administrative hearing was held to determine whether the Washoe County Code violations cited in an Administrative Penalty Notice, and the penalties and/or fees assessed as part of the notice, should be affirmed, modified, or dismissed.

2. Respondents were self-represented at the hearing or were represented by:

County was represented by: BRIAN FARMER, CODE ENFORCEMENT OFFICER II, CHAD GIESINGER, PLANNING MANAGER

3. This Administrative Order is pursuant to the authority granted at Code 125.220 through 125.2290, inclusive, and is final as of the date as shown on the last page of this Order unless appealed in accordance with Code 125.275.

4. I have received and reviewed the evidence, including documents and testimony, provided at the hearing, and am ready and able to determine this appeal. The property at issue is located at the address and parcel number listed above under "Subject Property".

5. In the Administrative Penalty Notice, the County cited the following violations of Washoe County Code:

Violation(s)

a. **100.105.1 Required.** Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

Affirmed, I find the cited violations are supported by the evidence.

Dismissed, I find the cited violations are not supported by the evidence and dismiss them.

Modified, I find the cited violations should, according to the evidence, be modified as follows:

By ~~45 days~~^{min} to April 20, 2019 ① permit or remove shed
② remove construction trailer
or hearing to determine compliance may be requested

The respondent must correct all affirmed or modified code violations by April 20, 2019

6. This matter is referred back to the enforcement official for the following actions:

7. The respondent must complete the following additional actions by _____:

8. Failure to comply with all provisions of this Administrative Order is a misdemeanor criminal offense and Respondents may be issued a misdemeanor criminal citation. Conviction of a misdemeanor criminal offense is punishable as provided for in NRS 193.150, as amended. Any misdemeanor criminal actions do not provide an excuse to disobey this order, to not correct the cited violations, nor they bar any further enforcement actions by the County.

9. You may choose to appeal this Administrative Order to either the Second Judicial District Court or the Washoe County Board of Adjustment.

APPEALS TO THE SECOND JUDICIAL DISTRICT COURT

You must file a petition for judicial review of this Order to the Second Judicial District Court in and for the County of Washoe, State of Nevada within **30 calendar days** of the **date as shown on the last page of this Order**. The filing of the petition postpones all deadlines and other enforcement or collection efforts established in this Order until the appeal is concluded. Failure to file the petition within 30 calendar days of the date of this Order waives any and all objections to this Order.

APPEALS TO THE WASHOE COUNTY BOARD OF ADJUSTMENT

You must file an appeal application within **20 calendar days** of the **date as shown on the last page of this Order**. Appeal applications are available from the Washoe County Planning & Building Division:

In person: Washoe County Administration Complex, 1001 East Ninth Street, Reno
Building A, 2nd Floor, West end

On-line: http://www.washoecounty.us/comdev_files/app_fy13_14/appeal/ax_app.pdf

To request an application by mail: call 328-3600 or e-mail to planning@washoecounty.us

Appeal applications must be filed in person. There is no charge for an appeal before the Washoe County Board of Adjustment.

The filing of the appeal postpones all deadlines and other enforcement or collection efforts established in this Order until the appeal is concluded. Failure to file an appeal within 20 calendar days of the date of this Order waives any and all objections to this Order.

Appeals of the decision of the Washoe County Board of Adjustment are made to the Second Judicial District Court.

Ordered:

Administrative Hearing Officer

Nancy Moss Ghush
Printed Name

2-5-19
Date

NM Ghush
Signature

Community Services Department
Planning and Building
APPEAL TO
BOARD OF ADJUSTMENT (BOA)
APPLICATION



Community Services Department
Planning and Building
1001 E. Ninth St., Bldg. A
Reno, NV 89512-2845

Telephone: 775.328.6100

Washoe County Appeal of Decision to Board of Adjustment

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.

Appeal of Decision by (Check one)

Note: Appeals to the Washoe County Board of Adjustment are governed by WCC Section 110.910.15(i) and WCC Section 110.912.10(j).

Administrative Hearing Officer

County Building Official

Director, Planning and Building Division

Fire Code Official

North Lake Tahoe Fire Protection District

Truckee Meadows Fire Protection District

Appeal Date Information

Note: This appeal must be delivered in writing to the offices of the Planning and Building Division or the Washoe County Building Official within 10 (ten) calendar days from the date that the decision being appealed is communicated in writing to the appellant.

Note: The appeal must be accompanied by the appropriate appeal fee (see attached Master Fee Schedule).

Date of this appeal: 02/19/2019

Date of action by County: _____

Date of decision for which appeal is being filed: 02/05/2019 - Administrative Hearing Date

Project Location: 11945 CHESAPEAKE DR., RENO ,NV 89506

Appellant Information

Name: **GEORGE PIZARRO**

Phone: **775-690-7747**

Address: **11945 CHESAPEAKE DR.**

Fax: **775-972-5236**

Email: **gpizarro2200@yahoo.com**

City: **RENO**

State: **NV**

Zip: **89506**

Cell: **775-690-7747**

Specific action by the County being appealed:

CODE VIOLATION DOES NOT APPLY TO PHYSICAL SITUATION ON THE PROPERTY. PORTABLE BUIDLINGS HAVE NOT BEEN MODIFIED IN ANY WAY.

Describe why the decision should or should not have been made:

I BELIEVE MY PRESENTATION WAS NOT TAKEN INTO CONSIDERATION. I AM CONFUSED BY THE CODE VIOLATION IS NOT APPLICATICABLE TO THE PORTABLE BUILDINGS AND THE PLACEMENT.

Cite the specific outcome you are requesting with this appeal:
OVERTURN THE DECISION OF THE EXAMINER.

Describe your basis as an aggrieved party. The basis must include the nature and location of your property interest and the manner in which the property interest will be affected by the appealed decision.

THIS SITUATION HAS IMPACTED US FINANCIALLY AND CREATED STRESSFUL FAMILY SITUATION. THE PORTABLE BUILDINGS ARE MORE APPROPRIATE THAN A SHIPPING CONTAINER. THIS WOULD GREATLY IMPACT OUR FINANCIAL INVESTMENT.

Did you speak at the public hearing when this item was considered?

Yes
 No

Did you submit written comments prior to the action on the item being appealed?

Yes
 No

Appellant Affidavit

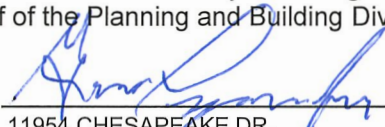
STATE OF NEVADA)

)

COUNTY OF WASHOE)

I, GEORGE PIZARRO JR. being duly sworn, depose, and say that I am an appellant
(print name)

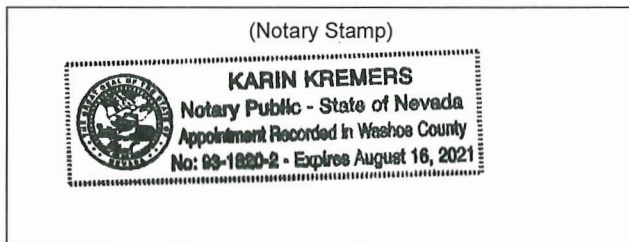
seeking the relief specified in this petition and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects complete, true and correct to the best of my knowledge and belief. I understand that no assurance or guarantee can be given by staff of the Planning and Building Division.

Signed 
Address 11954 CHESAPEAKE DR.
RENO, NV 89506
Phone: 775-690-7747

Subscribed and sworn to before me this
22 day of Feb, 2019.

Karin Kremers
Notary Public in and for said county and state

My commission expires: 8-16-21



DATE: February 8, 2019

TO: Washoe County Code Enforcement

FROM: Timothy D. and Kellie D. McKenna

REF: Donna and George Pizarro

Ladies and Gentlemen;

My wife and I have known the Pizarro's for almost twenty years; in the 26 years that we have lived on Chesapeake Drive, in Lemmon Valley. They have been the best neighbors anybody could ask for. The Pizarro's are always first to ask if they can assist us in watching our house or pets, or even when just performing menial tasks around our property. I know that we are not the only people nearby to have been blessed with the friendship and kindness displayed by Donna and George.

The Pizarro's have served in the armed forces all over the globe, with distinction, for over 50 years of service. In 2016, they settled into their current residence on the corner of Chesapeake Dr. and Oregon Bl., to enjoy the retirement they richly and have certainly deserved.

Sometime during late spring of 2016, a pedestrian and equine access to the BLM land at the end of Chesapeake was suddenly

blocked without explanation or notice. Subsequently, the neighborhood rallied and had a town hall type meeting that was convened on August 10, 2016. Flyers were put out by Washoe County that it would be held at the corner of Oregon Bl. and Chesapeake Dr., with approximately 100 citizens from the surrounding neighborhood attending to hear the explanation as on "Why"? As a result of the outcry, a small access was cut into the rear fence by Dwayne Smith, from Washoe County. The front fence, that was facing Oregon Bl. had subsequently been removed.

The following spring, two years before the Pizarro's acquired a small, dual axle office trailer to accommodate George's files and accoutrements acquired during his 38 years of service in the U.S. Army. Their need for storage space was necessary due to limited space within the small residence, as it was necessary to accommodate lodging for Donna's father who was in need of 24 hour care. Also, Donna's father, Richard Tremaine, was a veteran, serving from the late 40's to the early 70's in the U.S. Air Force.

Being horse people and active within the horse riding community, Donna and George acquired a large portable shed that keeps their tack and tools out of the weather and safe from theft. The shed was purchased here, locally in Reno, with the salesman stating that the shed was "legal" and was compliant with "existing codes", which they later learned was false.

The Pizarro's suddenly found themselves the subject of "anonymous" complaints regarding the two structures. It would appear to a reasonable person, the Pizarro's had become the

subject of someone's ire, following the impromptu town hall meeting the previous summer. Despite numerous requests, the Pizarro's were never able to learn who the complaintant was. After 30 years in law enforcement, 22 of them as a sworn police officer with the City of Reno and my wife doing 30 years with the Reno Police Department as a police, fire, 911 and Washoe County Sheriffs Department Dispatcher (prior to the divorce between Reno PD and Washoe SO). I recall a section in the constitution where a person has the right to face their accusers, but apparently that does not apply here.

In researching the complaint, the only violation we could find was that the shed, about 300 square foot, violated the code for anything over 200 square foot. Per the code, anything over 200 square foot needs to be permitted. George has repeatedly applied for permitting of the structure, only to be turned down.

I understand the necessity of a permit for the structures, but the "shed" is portable, delivered by a flatbed truck and in the event of moving to another residence, it will be taken with them to the new residence. The trailer, still on wheels and fully mobile, is also cited in the complaint, although we were never able to discern what the code the trailer was in violation of. When the county was asked for the code it violated, Donna and George were never provided with it. Its begs to ask the question that what is the difference between that office trailer, mobile, unoccupied and power supplied by a 110 volt extension cord and a camper/trailer, unoccupied and fully mobile, with an extension cord to keep the batteries charged?

It should be made perfectly clear that we have no problem with the Pizarro's storage shed situation, as they have substantially improved the condition of the property, as it sat unoccupied for over three years prior to their purchasing the property.

Our questions are:

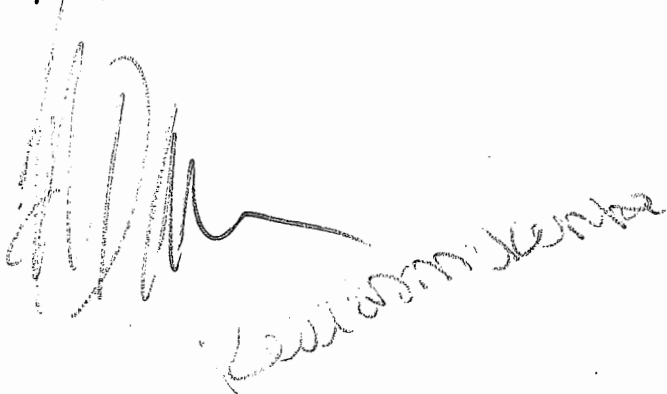
Why is a retail farm shop allowed to sell sheds that exceed the maximum and unpermitted square footage without the buyer being advised that a permit is necessary?

Why are these businesses allowed to sell their ware within the confines of Washoe County? If it were a woodstove installed, the sale would have never taken place.

Also, why the secrecy over the identity of the complaining party? Where is the "Governmental transparency"?

The second question raises the concern that Donna and George are being selectively targeted, either by angry neighbors who are part of the "club" and "know people", within the confines of Washoe County Government, or the Washoe County Code Compliance unit is "the tip of the spear"; either way its not a good look for government in general and the Washoe County Code Compliance office, specifically.

Thank you,

A handwritten signature in black ink, appearing to be "Kevin M. Jensen".

I strongly believe that our concerns were
Not addressed in our presentation for the
Appeal on Feb 5th 2019.

I also believe that the harassment we've been
Subjected to for the past year plus, is due to an
Anonymous complaint driven by malicious
intent, based on a community meeting that
took place in August of 2016, in regards to the
Chesapeake Dr. Access corridor / Easement.

Feb. 1, 2019

Re: George and Donna Pizarro

To whom it may concern;

My name is Douglas Souza and I have been a neighbor of George and Donna for the past 12 years, in this time I have developed a deep appreciation for their friendly disposition and upstanding neighbor-ly ways. Through their willingness to help whomever needs to being supportive and understanding towards the plight of their neighbors and their community. George and Donna, both, retired from the US armed forces understand the meaning of doing right by others.

I am writing this regarding their out buildings; under no circumstances do I feel they are a blight, eyesore, or a hazard to me as their neighbor, furthermore, I have spoken with George about one of them because I like the way it looks compared to a freight container (my other option).

At one point we all moved out to Lemmon to get away from the rush of city living and the over stretching arm of associations and CCR's, however, it appears, in the case of George and Donna, the county has overreached and taken over for the very uncontrollable associations many of us have moved away from.

Long and short, the outbuildings on their property do not bother me in AT ALL, as stated above, I am considering purchasing one myself.

Thank you for your time;

A handwritten signature in black ink, appearing to be 'Douglas Souza', with a long horizontal line extending to the right.

Douglas Souza

11920 Chesapeake Dr.

To Whom It May Concern:

Re: George and Donna Pizarro's Property

My family and I have been neighbors of George and Donna Pizarro through the course of many years. As neighbors, we have had no problems or disputes with what is on the Pizarro's home property such as the storage sheds, trailers, and other personal items.

However, ever since a community meeting on August 10, 2016 with Dwayne Smith, Engineering and Capital Projects Director, regarding an easement that was destroyed by both the county and two homeowners on the side of that easement on Oregon and Chesapeake Dr., the Pizarro's seem to have been suffering the consequences of this meeting as it took place in front of their residence, and the suggested outcome of this meeting did not appease all parties involved. Since this meeting, the Pizarro's have been falsely harassed and continued to be harassed about the stuff on their property. Of which, I have seen pictures taken by county of the Pizarro's residence constantly and notices being posted on the "no trespassing" signs the Pizarro's have in place on their property. These various complaints that the Pizarro's are dealing with on their property are things that my family (as their neighbors) have no problem with them owning and having on their personal property.

If the county would like to focus on the residents of the Valley, then the county can fix the access way between Oregon and Chesapeake Dr. that was promised to be restored to residents of Lemmon Valley on August 10, 2016 by Dwayne Smith, Engineer and Capital Project Director. This is still one of the many unresolved issues the county has not fixed for Lemmon Valley. The access way is still inaccessible to people with disabilities, people with horses (of which two known injuries have occurred), or any Nevadan who loves to explore the mountains as many of us love to do in our beautiful state.

Sincerely,

Sheena Corde

[Signature]

Karl Combe



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
PO BOX 11130
RENO, NEVADA 89520-00
PHONE (775) 328-6106
FAX (775) 328.6133

ADMINISTRATIVE HEARING PACKET
FOR THE

HEARING OFFICER



WASHOE COUNTY CODE COMPLIANCE
3RD ADMINISTRATIVE PENALTY NOTICE

CASE #: WVIO-BUI17-0106
Address: 11945 CHESAPEAKE DR.
APN: 080-354-04

HEARING DATE: 02/05/2019, 9:00AM

WVIO-BUI17-0106
EXHIBIT D



**WASHOE COUNTY
ADMINISTRATIVE HEARING OFFICE**

1001 East Ninth Street Bldg A Room #A201
Reno, Nevada 89520
Phone: (775) 328-2001
Fax: (775) 328-2491
e-mail: AHO@washoecounty.us

**Notice of Administrative Hearing
(Code Compliance)**

January 11, 2019

GEORGE & DONNA PIZARRO
11945 CHESAPEAKE DRIVE
RENO NV 89506

Case No. WVIO-BUI17-0106

George & Donna Pizarro:

The Administrative Hearing concerning the subject case is scheduled for:

DATE: 02/05/19
TIME: 9:00 AM

Administrative Hearings are conducted at the Washoe County main complex located at 1001 East Ninth Street Bldg A, Reno, NV in the HR Large Conference Room A210 (second floor across from the County Manager's Office). Please arrive no later than 10 minutes prior to the hearing time. Hearings begin at the scheduled time.

The following information may be pertinent to your case and/or your scheduled Administrative Hearing. Please read the following carefully and call the Administrative Hearing Office if you have questions.

SPECIAL NEEDS

The Hearing Room is accessible to the disabled. If you require special arrangements for the hearing, please contact the Hearing Office at least 5 working days prior to the hearing. Special arrangements may include, but are not limited to: translator for the eligible party, sign language assistance, or assisted listening devices.

CONTINUING A HEARING

The Hearing Office may grant a continuance of the administrative hearing based on good cause. You must submit a written request for a continuance to the Hearing Office prior to the administrative hearing date. You may also bring a continuance request form with you to the hearing and present the request directly to the Hearing Officer. A form to request such a continuance is included with this notice. The Hearing Office will rule on your request based on your written justification.



**WASHOE COUNTY
ADMINISTRATIVE HEARING OFFICE**

1001 East Ninth Street Bldg A Room #A201
Reno, Nevada 89520
Phone: (775) 328-2001
Fax: (775) 328-2491
e-mail: AHO@washoecounty.us

CANCELLING YOUR REQUEST FOR A HEARING

You may cancel your request for an administrative hearing in writing. A form to cancel your hearing request is included with this notice. Your written request must be personally delivered to the Hearing Office no later than 7 calendar days prior to the hearing date. Failure to deliver the request by this time frame will negate any such request.

ADMINISTRATIVE HEARING PROCEDURES - WASHOE COUNTY CODE 125.250

- (1) Administrative hearings are intended to be informal in nature. The receipt of evidence and the conduct of the hearing shall be in the sole discretion of the hearing officer. Each party shall have the opportunity to cross-examine witnesses and to present evidence in support of the case. Each proceeding shall be audio recorded, constitute a public record, and the recording made available to all parties within five calendar days after the hearing.
- (2) Matters and evidence to be considered at the hearing must be relevant to:
 - (a) Whether the conditions described in the administrative penalty notice, stop activity order, or remediation order violate the Code, and in the case of an abatement notice, solely whether the cited violations are repeating or continuing without required compliance or remedy; and
 - (b) Whether the enforcement official afforded the respondent due process by adhering to the notice requirements set forth in this administrative enforcement code.
- (3) Written briefs may be required or permitted before or after the hearing by written order of the hearing officer.
- (4) Neither the rules of evidence nor the rules of discovery of courts of the State of Nevada apply in these administrative hearings. Matters of evidence and the weight to be given evidence received at the hearing are in the sole discretion of the hearing officer. No informality in any proceeding or in the manner of taking testimony will invalidate any decision of the hearing officer.
- (5) An objection to the admissibility of evidence may be made by any party of record and the objection will be ruled on by the hearing officer. The hearing officer, with or without objection, may exclude inadmissible, incompetent, repetitious, or irrelevant evidence. Any evidence offered at the hearing must be material and relevant to the issues of the hearing.
- (6) All evidence received during the hearing shall be retained by the county as part of the record of the hearing, to include an authenticated copy of any recording or transcription by a court reporter of the hearing at the sole expense of the party recording or reporting the hearing.
- (7) Any party may be represented at the hearing by counsel, but the hearing officer may limit or deny the representation by a person who is not licensed to practice law if such



**WASHOE COUNTY
ADMINISTRATIVE HEARING OFFICE**

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e-mail: AHO@washoecounty.us

representation impairs the efficiency, effectiveness, or decorum of the hearing. Counsel will not be appointed to represent any party at County expense.

(8) If the hearing officer finds that the violation of code has not occurred or a violation of code has been committed but the respondent asserts and proves one or more legal defenses to the administrative penalty notice, stop activity order, or remediation order, the hearing officer may dismiss the administrative penalty notice, stop activity order, or remediation order, and release the respondent from liability.

(9) In a contested hearing, the respondent against whom the hearing officer has entered a finding of liability and has assessed a penalty, by default or otherwise, may seek judicial review thereof by filing a petition for judicial review in the district court in conformance with section 125.275 et seq of this Administrative Code.

STANDARD OF PROOF. - WASHOE COUNTY CODE 125.255

The county bears the burden of proof at an administrative hearing to establish the existence of all elements required for the respective hearing pursuant to this administrative enforcement code. The standard of proof is by a preponderance of the evidence.

FAILURE TO ATTEND ADMINISTRATIVE HEARING. - WASHOE COUNTY CODE 125.260

Any respondent who requests a hearing or whose actions are the subject of an administrative hearing and who fails to appear at the hearing is deemed to waive the right to a hearing and all objections to an administrative penalty notice, stop activity order, remediation order, or abatement notice, provided that the hearing was properly noticed, unless there are extenuating circumstances as determined by the hearing officer.

ADMINISTRATIVE ORDER; COMPLIANCE WITH ADMINISTRATIVE ORDER. - WASHOE COUNTY CODE 125.265

(1) The decision of the hearing officer shall be deemed to be an administrative order and shall be entitled "administrative order."

(2) Upon completion of the hearing, the hearing officer shall issue an administrative order that affirms, modifies or dismisses the enforcement official's action, including any penalties assessed or to be assessed, or that requires any other action deemed reasonable under all of the circumstances by the hearing officer. The administrative order may also refer the matter back to the enforcement official for further specified action.

(3) The hearing officer may require the respondent to cease violating or cause the cessation of any violation of the Code and to make necessary corrections, repairs, or to complete any other reasonable act requested by the enforcement official, which may be



**WASHOE COUNTY
ADMINISTRATIVE HEARING OFFICE**

1001 East Ninth Street Bldg A Room #A201
Reno, Nevada 89520
Phone: (775) 328-2001
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e-mail: AHO@washoecounty.us

modified by the hearing officer, to be in compliance with the Code. The hearing officer shall include a specific time frame to complete the requested act.

(4) The hearing officer may establish specific deadlines for the payment of penalties, fees, and costs, and may condition the total or partial assessment of administrative penalties on the respondent's ability to complete compliance by specific deadlines.

(5) The hearing officer may schedule subsequent review hearings as may be necessary or as requested by a party to the hearing to ensure compliance with the administrative order.

(6) The administrative order shall become final on the date of service of the order upon all parties as provided in this chapter.

FAILURE TO COMPLY WITH THE ADMINISTRATIVE ORDER; MISDEMEANOR. – WASHOE COUNTY CODE 125.270

A person who fails to comply with an administrative order is guilty of a misdemeanor and upon conviction shall be punished as provided for misdemeanors in NRS 193.150. This penalty, however, shall not excuse the failure to comply with the order and to correct the violations, nor shall it bar further enforcement action by the county.

If you have any questions, please do not hesitate to contact this office.

Enclosures: Request to Continue an Administrative Hearing; Request to Cancel an Administrative Hearing



WASHOE COUNTY
ADMINISTRATIVE HEARING OFFICE

1001 East Ninth Street Bldg A Room #A201
Reno, Nevada 89520
Phone: (775) 328-2001
Fax: (775) 328-2491
e-mail: AHO@washoecounty.us

****REQUEST TO CONTINUE AN ADMINISTRATIVE HEARING ****

Date: _____

Case Number: _____

Scheduled Hearing Date: _____

I hereby request a continuance until _____ of the administrative hearing on the case noted above for the following reason(s):

I understand that I am responsible to attend the scheduled administrative hearing if I do not receive written approval of this request prior to the scheduled hearing date.

I understand that I cannot continue an administrative hearing for the following cases:

Dangerous Dog Determination.

I verify that I am the eligible party associated with the case noted above.

Printed Name: _____ Daytime phone: _____

Address: _____

Signature: _____

****DECISION ON REQUEST****

Your request for a continuance of your scheduled administrative hearing has been reviewed and:

Your request is granted. Your new administrative hearing date is set for:

Date: _____

Your request is denied. You must attend your scheduled administrative hearing date as noted above.



WASHOE COUNTY
ADMINISTRATIVE HEARING OFFICE

2825A Longley Lane
Reno, Nevada 89502
Phone: (775) 328-2001
Fax: (775) 328-2491
e-mail: AHO@washoecounty.us

****REQUEST TO CANCEL AN ADMINISTRATIVE HEARING ****

Date: _____

Case Number: _____

Scheduled Hearing Date: _____

I hereby cancel and rescind my request for an administrative hearing on the case noted above for the following reason(s):

I understand that I cannot cancel or rescind an administrative hearing for the following cases:

- 1. **Dangerous Dog Determination.**

I understand that this request must be personally delivered to the Administrative Hearing Office no later than 7 calendar days prior to the scheduled hearing date. Failure to deliver the request by this time frame will negate any such request.

I verify that I am the party named on the Notice of Civil Penalty.

Printed Name: _____

Daytime phone: _____

Address: _____

Signature: _____

9171 9690 0935 0040 4364 46 Pizarras

9171 9690 0935 0040 4364 46

1/29/2019

USPS.com® - USPS Tracking® Results

USPS Tracking®

FAQs > (<https://www.usps.com/faqs/uspstracking-faqs.htm>)

Track Another Package +

Tracking Number: 9171969009350040436446

Remove X

Your item was delivered to an individual at the address at 1:20 pm on January 15, 2019 in RENO, NV 89506.

 **Delivered**

January 15, 2019 at 1:20 pm
Delivered, Left with Individual
RENO, NV 89506

Get Updates ∨

Feedback

Text & Email Updates ∨

Return Receipt Electronic ∨

Tracking History ^

January 15, 2019, 1:20 pm
Delivered, Left with Individual
RENO, NV 89506

Your item was delivered to an individual at the address at 1:20 pm on January 15, 2019 in RENO, NV 89506.

January 14, 2019
Pre-Shipment Info Sent to USPS, USPS Awaiting Item

Product Information



See Less ^

Can't find what you're looking for?

Go to our FAQs section to find answers to your tracking questions.

FAQs (<https://www.usps.com/faqs/uspstracking-faqs.htm>)

Feedback

The easiest tracking number is the one you don't have to know.

With Informed Delivery[®], you never have to type in another tracking number. Sign up to:

- See images* of incoming mail.
- Automatically track the packages you're expecting.
- Set up email and text alerts so you don't need to enter tracking numbers.
- Enter USPS Delivery Instructions[™] for your mail carrier.

1/29/2019

USPS.com® - USPS Tracking® Results

Sign Up

([https://reg.usps.com/entreg/RegistrationAction_input?](https://reg.usps.com/entreg/RegistrationAction_input?app=JnsTools&appURL=https%3A%2F%2Ftools.usps.com%2Fgr)

*NOTE: Black and white (grayscale) images show the outside, front of letter-sized envelopes and mailpieces that are processed through USPS automated equipment.

Feedback



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
 RENO, NEVADA 89512
 PHONE (775) 328-6106
 FAX (775) 328.6133

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 11945 CHESAPEAKE DR. / APN: 080-354-04
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WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-6106
FAX (775) 328.6133

CASE SUMMARY

CASE#: WVIO-BUI17-0106
ADDRESS: 11945 CHESAPEAKE DR.
APN: 080-354-04

- 11/28/17 Anonymous complaint, mobile home added to property, additional shed that exceeds 200sq. ft.
- 12/18/17 Site inspection, made contact with property owners. I informed them that the two detached accessory structures would need to be permitted as they are over 200sf. Will allow thirty days before sending Admin Warning.
- 01/22/18 No permits pending, both structures still there. Admin Warning letter sent.
- 01/31/18 Ms. Pizarro came into CSD, spoke with Permit Tech, Bert Soffiotto. Bert printed out some older plans for Ms. Pizarro, who stated she would return at a later date to speak with a Planner after gathering some more information. Bert printed out plans from Permit # 07-2235
- 02/5/18 Property owners came into CSD again to see if they could permit their structures. Property owners brought in a site map and spoke with Senior Planner, Chad Giesinger, and Permit Tech, Bert Soffiotto. They discussed placement of the structures, but permitting the structures as is would not be possible. One structure, the contractor trailer, is not on a permanent foundation and may not be allowed per WCC (but Admin would verify with Planning Manager 1st as CEO was out of the office.) The second structure could not be permitted because it was not on permanent foundation either. The Planner discussed options of obtaining multiple sheds or a cargo container for the property owner's storage needs.
- 02/16/18 Property owners came into CSD and spoke with Planning Tech, Kory Paholke, and Planning Manager, Bob Webb, who informed the property owners about their options regarding the two structures over 200 sq ft. Bob Webb let the property owners know that they needed to work with CEO Farmer to develop a comprehensive plan moving forward with the understanding that this process may take longer than 30 days.

Additionally an email was sent to the property owners cited the Washoe County Code Section that does not allow storage of commercial vehicles, furthermore, a 30 day extension was offered. A timeframe towards completion was requested but I did not receive a response.

- 03/6/18 Planning Manager, Bob Webb, met with property owners yesterday, 03-06-18. The property owners were given 30 days to remove one of the structures and replace it with two smaller structures as stated in an email communication by Stephanie Racy McIntyre and the property owners on March 02, 2017 (uploaded to "Documents"). The property owners must meet all setback requirements and remain in contact with CEO Farmer in regards to the progress being made on the property.



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-6106
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- 05/14/18 Email communication between property owner and Planning & Building Director, Mojra Hauenstein, asking the property owner to communicate directly with CEO Farmer. Property owner is experiencing difficulties with her father's health. Email uploaded to "Documents."
- 05/21/18 Email to property owners requesting a timeframe to come into compliance so an extension of time could be issued.
- 06/6/18 No response from email (5/21) asking how much time do they need to remove the structures. 30 extension letter sent.
- 07/11/18 1st Penalty Notice mailed via USPS and USPS Certified.
- 08/16/18 2nd Administrative Warning sent
- 08/31/18 2nd Admin Warning refused and returned
- 09/26/18 2nd Penalty posted on the property
- 10/31/18 3rd Administrative Warning sent
- 11/19/18 Outstanding fees from the 1st and 2nd penalties sent to Collections
- 11/28/18 Property owner, George Pizarro, came into CSD extremely upset asking to file a complaint of harassment against the CEO Farmer. Mr. Pizarro stated that the code enforcement case did not match the "narrative of the situation" and stated that the CEO was harassing him due to racial biases. Admin offered for Mr. Pizarro to speak with Planning Manager, Bob Webb. Mr. Pizarro immediately state he would never talk to Bob Webb again. Admin offered for Mr. Pizarro to speak with the Director of Planning and Building but stated that an appointment would need to be made and emphasized that it would be best to have all parties in the room when speaking. Mr. Pizarro stated he would never speak to CEO Farmer again. Mr. Pizarro stated he would return to CSD with some friends so that he could have this conversation again when he is calmer.
- 12/11/18 3rd Penalty sent (regular mail and certified)
- 12/24/18 Certified copy of 3rd Penalty returned as "refused."
- 12/26/18 We received notification that the 3rd penalty had been appealed.

Chism, Johnna

From: Spectate <notifications@sp43.com>
Sent: Monday, November 27, 2017 9:20 AM
To: Code-Enforcement
Subject: [Spectate] noreply@washoecounty.us submitted the form 'CSD Code Enforcement Complaint Form'

Follow Up Flag: Follow up
Flag Status: Flagged



Spectate Form Completion Alert

Dear Code-Enforcement@washoecounty.us,

The lead noreply@washoecounty.us has filled out the form **CSD Code Enforcement Complaint Form** for Washoe County.

Submitted form data (reply with email)

Email	noreply@washoecounty.us
Violator's Address	11945 Chesapeake Dr. Reno NV 89506
Anonymous	I want to remain anonymous.
Comment	Home owner has added a mobilehome to property with power. Skirting has been added to hide wheels. A shed was also added that exceeds 200 sq Ft.

Hannon Hill Corp. - Spectate
3423 Piedmont Rd.
Suite 520
Atlanta, GA 30305

Chism, Johnna

From: Spectate <notifications@sp43.com>
Sent: Friday, December 08, 2017 1:10 PM
To: Code-Enforcement
Subject: [Spectate] noreply@washoecounty.us submitted the form 'CSD Code Enforcement Complaint Form'

Follow Up Flag: Follow up
Flag Status: Flagged



Spectate Form Completion Alert

Dear Code-Enforcement@washoecounty.us,

The lead noreply@washoecounty.us has filled out the form CSD Code Enforcement Complaint Form for Washoe County.

Submitted form data (reply with email)

Email	noreply@washoecounty.us
Violator's Address	11945 Chesapeake Dr Reno NV 89506
Anonymous	I want to remain anonymous.
Comment	Home owner has brought in a mobile home job trailer and several large sheds. All without permits.

[Hannon Hill Corp. - Spectate](#)
3423 Piedmont Rd.
Suite 520
Atlanta, GA 30305



26 18 10:59a

George & Donna Pizarro

(775) 972-5236

p.1



**WASHOE COUNTY
ADMINISTRATIVE HEARING OFFICE**
Please Legibly Print All Information

1001 East Ninth Street, Bldg A, Room #A201
Reno, Nevada 89512
Phone: (775) 328-2001

****REQUEST FOR ADMINISTRATIVE HEARING****

Today's Date: Dec. 21, 20018

Case Number: WWIO-BUI 17 -0106

I appeal and request an administrative hearing on the administrative enforcement case noted above. For later use by the assigned Administrative Hearing Officer, the following provides the basis for my appeal (continue on the back of this page or attach additional pages if needed):

I've checked these codes, and they do not apply to our situation.

If you are found to be in violation of Washoe County regulations, you will be assessed a \$50 administrative hearing fee in addition to any other fine the Administrative Hearing Officer orders. Unless ordered otherwise by the Hearing Officer, this fee is payable at the conclusion of the hearing.

Printed Name: George Pizarro, Jr.
Daytime phone: (775) 690-7747 E-mail Address: gpizarro2200@yahoo.com
Address: 11945 Chesapeake Dr. Reno, Nevada, 89506
Signature: *George Pizarro, Jr.*

**** DATE AND TIME OF ADMINISTRATIVE HEARING ****

Administrative Hearing Date and Time: 2/5/19 at 9:00 AM

Administrative Hearings are conducted in the Washoe County HR Large Conference Room, Building A (upstairs), 1001 East Ninth Street, Reno, NV. The HR Large Conference Room is located across from the County Manager's Office. Proceed in the hallway across the County Manager's Office and do NOT enter. Please wait outside until your case has been called.



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-6106
FAX (775) 328-6133

ADMINISTRATIVE PENALTY NOTICE
****THIRD OR SUBSEQUENT NOTICE****

December 11, 2018

George & Donna Pizarro
11945 Chesapeake Dr
Reno, NV 89506

Penalty Amount: \$400
Payment Due by: 1/12/2019

Case Number: WVIO-BUI17-0106
Subject Property: 11945 Chesapeake Drive, Reno, NV 89506
Parcel Number: 080-354-04

Dear Respondent:

An inspection and a Third Administrative Enforcement Warning issued on 10/31/2018 revealed the Washoe County Code (WCC) violations noted below on the subject property. WCC Section 125.160(4) provides for issuance of an Administrative Penalty when violations noted on the Administrative Enforcement Warning are not corrected. This Administrative Penalty Notice is not a criminal proceeding.

The property was inspected on 12/10/2018 and remains in violation of the County Code cited below. You are hereby charged an administrative penalty of \$400. Payment of the administrative penalty does not release you from correcting the code violation that currently exists on the subject property.

Additionally, as noted on the third administrative enforcement warning, you are also charged the following administrative action fees:

1. Inspection fee of \$25 for a compliance inspection.
2. Certified mailing fee of \$5 for mailing this notice.

The total administrative penalties and administrative action fees owed by you with this third administrative penalty notice totals:

Total penalty and fees: \$430

Washoe County will accept one-half of the administrative penalty amount (\$400) as payment in full if received by the payment due date shown on this notice. All administrative action fees must be paid in full. If an appeal is filed before the payment due date or if you pay the penalty after the payment due date, no reduction of the penalty is available. After the payment due date, any unpaid penalties will be turned over to the Washoe County Collections Office. A Washoe County Code required \$50 collections fee will be added to the penalty and you may also be subject to additional fees, interest and all collection remedies allowed by law. **The Collection Office may also place a lien on the subject property to recover all unpaid penalties, fees and/or costs.**



INTEGRITY



EFFECTIVE COMMUNICATION



QUALITY PUBLIC SERVICE

Memo to: George & Donna Pizarro
Subject: Third Administrative Penalty Notice
Date: December 11, 2018
Page: 3

RIGHT TO APPEAL

YOU MAY APPEAL THIS Administrative Penalty Notice by requesting an administrative hearing.

You must appear in person at the Administrative Hearing Office with the accompanying Administrative Penalty Notice to request an administrative hearing. The Office is located within the County Manager's Office on the 2nd floor (east end) of Building A, 1001 East Ninth Street, Reno, NV.

Please contact the Administrative Hearing Office at 775.328.2001, or by e-mail at aho@washoecounty.us, for more information and/or directions to their Office.

The fee for an administrative hearing is \$50.00 payable at the conclusion of the administrative hearing if you have been found in violation of the Washoe County Code. The hearing officer may impose additional administrative penalties, costs, and/or fees. A request for an administrative hearing shall stay the required payment of the penalty until the hearing is completed.

An administrative hearing officer will be assigned to your case by the Washoe County Administrative Hearing Office. The Administrative Hearing Office will notify you of your hearing date. The administrative hearing officer will issue an Administrative Order at the conclusion of your appeal. Failure to obey the Administrative Order is a misdemeanor criminal offense, which may be pursued separately from this Notice.

Any deadlines, actions, and/or remedies included in this Notice will be placed on hold until your appeal is concluded. Failure to correct the violation pursuant to any Administrative Order may also result in additional civil or criminal remedies after consultation with the District Attorney's office.

Dec 26 18 10:59a

George & Donna Pizarro

(775) 972-5236

p.2



WASHOE COUNTY
COLLECTIONS DIVISION

P.O. Box 11130
Reno, NV 89520-0027
(775) 328-2652

DONNA T & GEORGE R PIZARRO
Client #: 77906
WVIO-BUI17-0106

11/20/2018

ADMIN ENFORCEMENT

\$350.00

Total Due: \$350.00

YOUR DELINQUENT ACCOUNT WITH COMMUNITY SERVICES DEPARTMENT'S CODE ENFORCEMENT HAS BEEN REFERRED TO THE WASHOE COUNTY COLLECTIONS DIVISION. PURSUANT TO WASHOE COUNTY CODE 125.310, A \$50.00 COLLECTIONS FEE WAS ADDED TO YOUR DELINQUENT ACCOUNT.

CONTACT THE COLLECTIONS DIVISION TO MAKE PAYMENT IN FULL OR PAYMENT ARRANGEMENTS WITHIN 15 DAYS FROM THE DATE OF THIS LETTER.

PAYMENT MAY BE MADE BY EITHER MAILING A CHECK OR MONEY ORDER IN THE AMOUNT SHOWN ABOVE TO:

WASHOE COUNTY COLLECTIONS DIVISION
PO BOX 11130
RENO NV 89520-0027

YOU MAY PAY IN PERSON AT 1001 E 9TH ST, BLDG D, 2ND FLOOR, RENO, IN THE COMPTROLLER'S OFFICE.

TO MAKE A PAYMENT ONLINE, VISIT <https://paydirect.link2gov.com/WashoeCoCollections/>
A 2.45% fee (minimum \$1.49) is charged for credit/debit card payments

IF YOU FEEL YOU HAVE RECEIVED THIS LETTER IN ERROR, OR YOU WISH TO DISCUSS THIS MATTER FURTHER, PLEASE CONTACT THE COLLECTIONS DIVISION IMMEDIATELY FOR ASSISTANCE.

DELINQUENT ACCOUNTS MAY BE SUBJECT TO FEES AND INTEREST. FOR MORE INFORMATION, GO TO <http://www.washoecounty.us/comptroller/Collections/index.php>

This is a communication from a debt collector. Federal law requires us to inform you that this is an attempt to collect a debt and any information obtained will be used for that purpose. If the debtor pays, or agrees to pay, the debt or any portion of the debt, the payment or agreement to pay may be construed as an acknowledgement of the debt by the debtor.

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

11/20/2018
Client #: 77906
Total Due: \$350.00

DONNA T & GEORGE R PIZARRO
11945 CHESAPEAKE DR
RENO, NV 89506

77906

WVIO-BUI17-0106
EXHIBIT D

2



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-6106
FAX (775) 328.6133

STRUCTURE GENERAL LOCATIONS
(Yellow boxes are not to scale)

CASE #: WVIO--BUI17-0106
ADDRESS: 11945 CHESAPEAKE DR.
APN: 080-354-04
ZONED: LDS



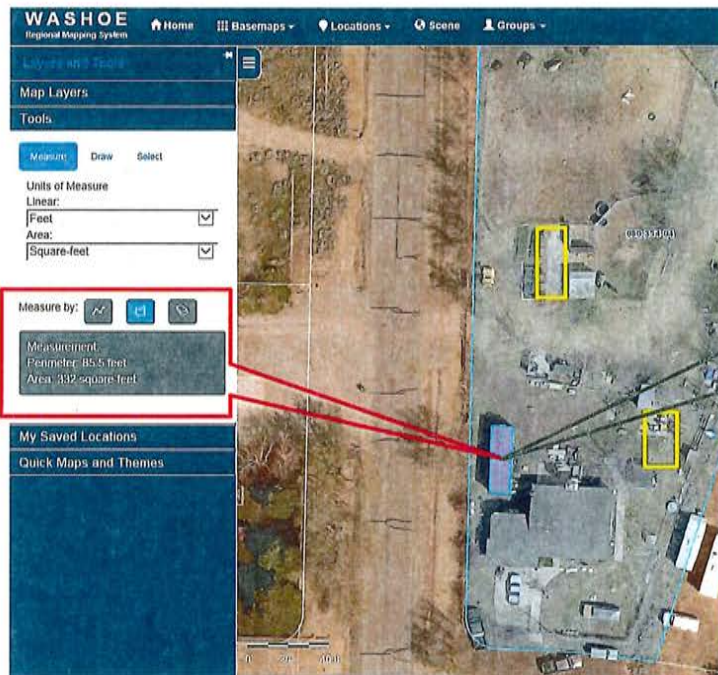


WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-6106
FAX (775) 328.6133

COMMERCIAL COACH STRUCTURE
MEASUREMENT
(Highlighted in **RED**, approx. 332 sq ft.)

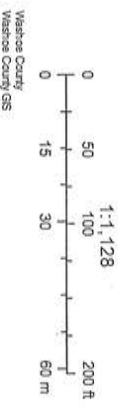
CASE #: WVIO--BUI17-0106
ADDRESS: 11945 CHESAPEAKE DR.
APN: 080-354-04
ZONED: LDS



PROPERTY MAP :: 11945 CHESAPEAKE DR. APN: 080-354-04

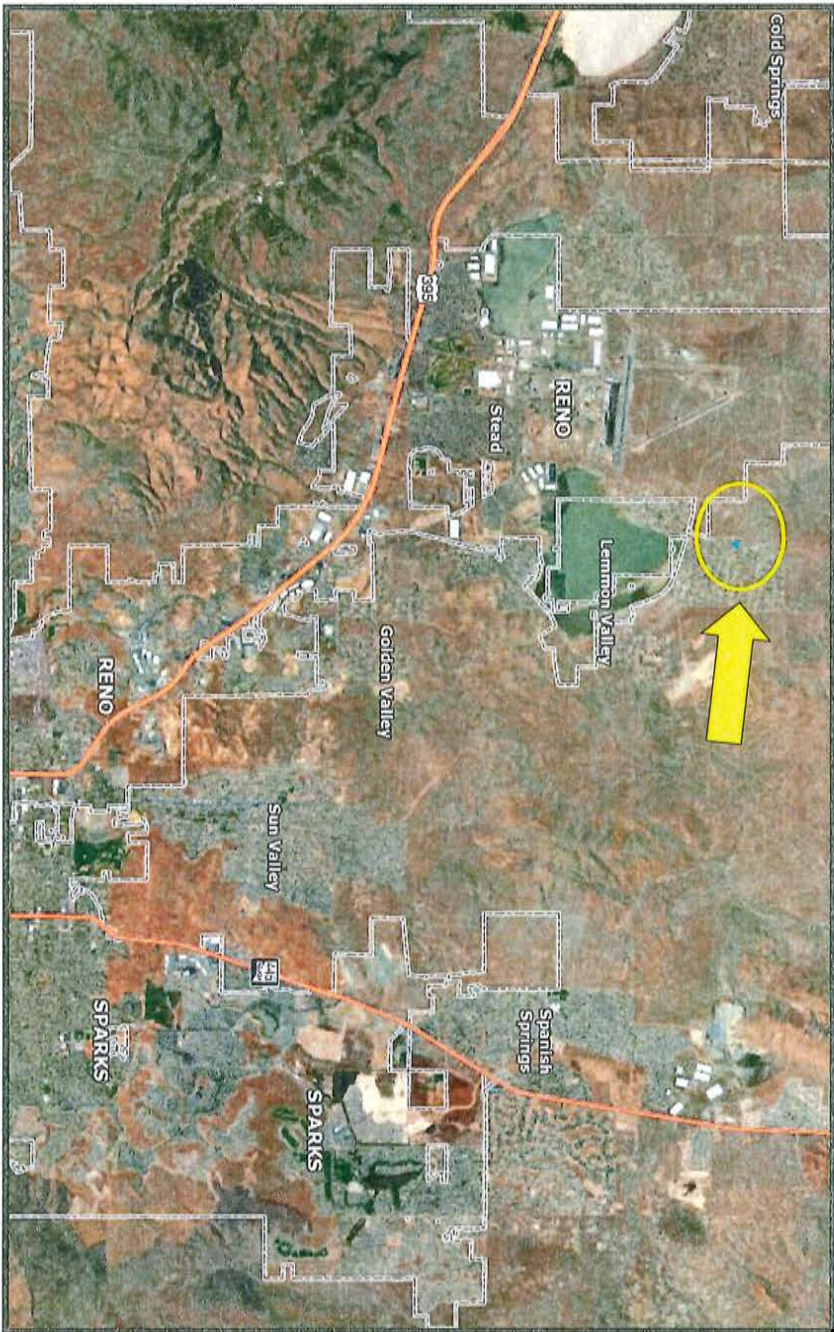


January 9, 2019
polygonLayer
Override 1

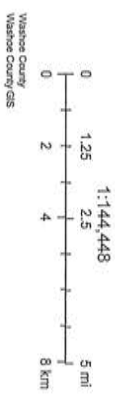


This information for illustrative purposes only. Not to be used for boundary resolution.

VICINITY MAP :: 11945 CHESAPEAKE DR. APN: 080-354-04



January 9, 2019
polygonLayer
Override 1



Washoe County, Regional Services - Regional Services Division, 1001 E. 9th St. Building C-200, Reno, NV 89512 www.washoecounty.gov
This information for illustrative purposes only. Not be used for location and not intended to be used for measurement, calculations or other purposes.
© 2018 Washoe County GIS

WASHOE COUNTY QUICK INFO (Summary data may not be complete representation of property) 01/09/2019

All data on this form is for use by the Washoe County Assessor for assessment purposes only.

Owner Information & Legal Description			Building Information			Appeal History
APN	080-354-04	Card 1 of 1	Property Name:			
Situs	11945 CHESAPEAKE DR		Quality	R20 Fair	Building Type	Sgl Fam Res
Owner 1	PIZARRO, GEORGE R & DONNA T		Stories	SINGLE STORY	Square Feet	1,038
Owner 2 or Trustee			Year Built	1978	Square Feet does not include Basement or Garage Conversion Area.	
Owner 3 or Trustee			Weighted Average Year	1978	Click here for Improvement Details (building sq ft, Yard Items, etc).	
Mail Address Copy to Clipboard	11945 CHESAPEAKE DR		Bedrooms	3		
	RENO NV 89506		Full Baths	2	Finished Bsmt	0
Keyline Desc	HEPPNER 3 LT 8 BLK 18		Half Baths	0	Unfin Bsmt	0
Subdivision	HEPPNER SUBDIVISION 3		Fixtures	9	Bsmt Type	
Lot 8 Block 18	Section Range 19	Township 21	Fireplaces	1	Gar Conv Sq Feet	0
Record of Survey Map : Parcel Map# : Sub Map#			Heat Type	FA	Total Garage Area	440
Special Property Code			2nd Heat Type		Garage Type	ATTACHED
2019 Tax Dist	4000	Prior APN - -	Exterior Walls	SIDING/FR	Detached Garage	0
2018 Tax Dist	4000	Additional Tax Info	2nd Ext Walls	BR VENEER/FR	Basement Gar Door	0
Tax Cap Status	2018 Change Form Mailed, High Cap Applied		Roof Cover	COMP SHINGLE	Sub Floor	WOOD
Last Activity/ Last Permit	GLV	03/06/2008	% Complete	100	Frame	FRAME
			Obso/Bldg Adj	0	Units/Bldg	1
			Construction Modifier	0	Units/Parcel	1

Up to 7 Sales/Transfer Records/Recorded Document (additional information/records)								
Grantor	Grantee	Doc #	Doc Date	DOR	Value/Sale Price	Adjusted Sale Price	Code	Notes
FREDERICK, JAMES B	PIZARRO, GEORGE R & DONNA T	4705596	05/18/2017	200	220,000	220,000	2D	
LANGUS, GEORGE & CHERI L	FREDERICK, JAMES B	4484742	06/29/2015	200	155,000	155,000	2D	
LANGUS, CHERI L	LANGUS, GEORGE & CHERI L	3375854	04/18/2006	200	0	0	3BFM	ADD HUSBAND & CHANGE ORDER OF VESTING
LANGUS, CHERI L	LANGUS, CHERI L	2857746	05/20/2003	200	0	0	3NTT	
	LANGUS, CHERI L	2437627	04/10/2000		0	0		
		CHK	10/01/1984	200	74,000		0 1G	
		CHK	07/01/1981		68,000		0	

To view sale/transfer/or other recorded documents use [EagleRecorder](#) on the Recorder's web site.

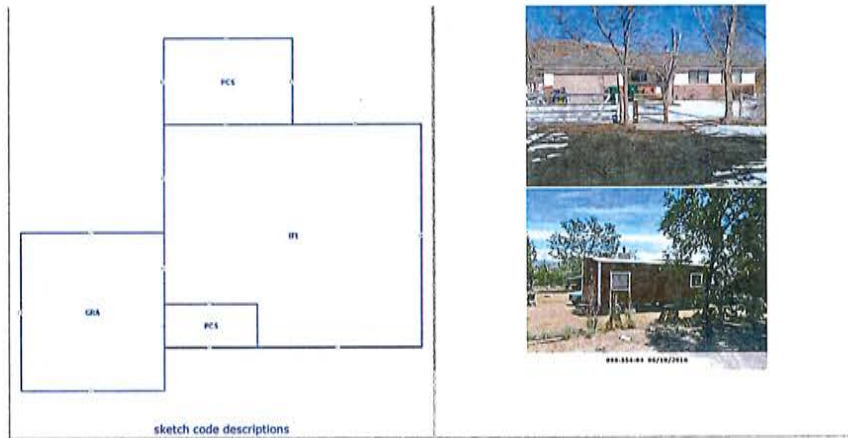
Land Information (additional land information)		DOR Code	200	Close Code	0	GF Neighborhoods Map			
Land Use	200	Sewer	Septic	Street	Paved	Zoning	LDS Zoning Info	2019 Neighborhood	GFFF PAO
Size	40,598 SqFt	Water	Well	Value Year	2019	Zoning Maps	Page 080-35 Book 080	2018 Neighborhood	GFFF

Zoning information should be verified with the appropriate planning agency.

Valuation Information (additional valuation information)									
2019 VN	Taxable Land	Taxable Improvement	Secured PP (rounded)	Taxable Total	Assessed Land	Assessed Improvement	Assessed Pers. Prop	Total Assessed	Supplemental New Const
2019/2020 VN	54,300	55,701	0	110,001	19,005	19,495	0	38,500	0
2018/2019 FV	38,700	55,481	0	94,181	13,545	19,418	0	32,963	0

The 2019/2020 Values are preliminary values and subject to change.

--



This is a true and accurate copy of the records of the Washoe County Assessor's Office as of 01/08/2019.

3



WASHOE COUNTY
Code Compliance
INTEGRITY COMMUNICATION SERVICE

Community Services Dept.
Planning & Building
P.O. Box 11130
Reno, Nevada 89520-0027
Phone: (775) 328-6106
Fax: (775) 328-6133

A

ADMINISTRATIVE ENFORCEMENT

****WARNING****

January 22, 2018

George & Donna Pizarro
11945 Chesapeake Dr
Reno, NV 89506
Please comply by February 23, 2018

Case Number: WVIO-BUI17-0106
Subject Property: 11945 Chesapeake Dr
Parcel Number: 080-354-04

Dear Respondent:

Based on a complaint received by this office, and a subsequent inspection of subject property, it has been determined that a violation of Washoe County Code exists on your property. This notice serves as a warning about the Code violation and seeks your voluntary action to correct, mitigate, or remedy the Code violation.

The site review shows the referenced property has two (2) unpermitted detached accessory structures in the backyard (see attached photo). The violation is not in compliance with the following section of Washoe County Building Code, Section 7, Article 100.105.1

ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or remove both structures.

Memo to: George & Donna Pizarro
Subject: Code Violation
Date: January 22, 2018
Page: 2

Please contact me immediately at 775-328-2312 to discuss the code violations on your property and actions you must take to correct the violations, or if you have any questions about this warning. I will gladly schedule an appointment to meet with you on your property. You may also stop by the County's Offices shown at the bottom of the first page of this Warning, but I recommend you call me to arrange an appointment prior to visiting the County's Offices.

You may contact me to request an extension of time to correct the violation. Any such request for an extension of time may be in writing to the address shown on this letter, by fax at 775-328-6133, or orally at 775-328-2312. I will only grant an extension of time if you have demonstrated reasonable progress in correcting the violation, or there are extenuating circumstances that prevent you from correcting the violation by the stated deadline. If an extension of time is granted, we will mutually develop a plan with time frames for you to correct the violation.

An administrative penalty notice will be issued if the corrective actions are not initiated by February 23, 2018, or the work is not completed within the time frame stipulated, or by any extension of time approved by the Code Enforcement Office. **The administrative penalty notice will result in an automatic penalty of \$100.** Further Administrative Penalty Notices with increased penalty amounts and additional fees may be issued without further warning if the violation is not corrected. Failure to pay the penalty may cause further action by the County Collections Office, which may include an additional \$50 collection fee, potential penalties and interest, and may result in a lien on the property to recover all unpaid penalties, fees or costs.

Failure to correct the violation by the compliance date may also result in additional civil or criminal remedies after consultation with the District Attorney's office.



Brian Farmer
Code Enforcement Officer II
bfarmer@washoecounty.us
(775) 328-2312



01/22/2018 12:10



WVIO-BUI17-0106
EXHIBIT D



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
 PO BOX 11130
 RENO, NEVADA 89520-0027
 PHONE (775) 328-6106
 FAX (775) 328-6133

****EXTENSION OF TIME****
 June 6, 2018

George & Donna Pizarro
 11945 Chesapeake Dr
 Reno, NV 89506

Subject: Extension of time for Administrative Enforcement Warning
 WVIO-BUI17-0106/11945 Chesapeake Dr, Reno, NV 89506

Dear George & Donna Pizarro:

Washoe County is granting an extension of time for the violations on the property you own or occupy located at 11945 Chesapeake Drive. Washoe County will grant an extension of time for Case Number **WVIO-BUI17-0106**. This is the **First EXTENSION** granted for this case until **July 8, 2018**. A compliance inspection after extension of time date will be made to determine compliance with County Codes. **An administrative penalty notice will be issued if the violations are not corrected by 7/8/2018.**

The code violation remaining on your property are as follows:

ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or remove both structures.

If you have any questions please call my office at (775) 328-2312

Brian Farmer
 Code Enforcement Officer II
bfarmer@washoecounty.us
 (775) 328-2312





WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
 Planning and Building Division
 Code Compliance

1001 EAST 9TH STREET
 PO BOX 11130
 RENO, NEVADA 89520-0027
 PHONE (775) 328-6106
 FAX (775) 328-6133

B

****EXTENSION OF TIME****
 June 6, 2018

George & Donna Pizarro
 11945 Chesapeake Dr
 Reno, NV 89506

Subject: Extension of time for Administrative Enforcement Warning
 WVIO-BUI17-0106/11945 Chesapeake Dr, Reno, NV 89506

Dear George & Donna Pizarro:

Washoe County is granting an extension of time for the violations on the property you own or occupy located at 11945 Chesapeake Drive. Washoe County will grant an extension of time for Case Number **WVIO-BUI17-0106**. This is the **First EXTENSION** granted for this case until **July 8, 2018**. A compliance inspection after extension of time date will be made to determine compliance with County Codes. **An administrative penalty notice will be issued if the violations are not corrected by 7/8/2018.**

The code violation remaining on your property are as follows:

ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or remove both structures.

If you have any questions please call my office at (775) 328-2312

Brian Farmer
 Code Enforcement Officer II
bfarmer@washoecounty.us
 (775) 328-2312





WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building

1001 EAST 9TH STREET
PO BOX 11130
RENO, NEVADA 89520-0027
PHONE (775) 328-6106
FAX (775) 328-6133



ADMINISTRATIVE PENALTY NOTICE

July 11, 2018

George & Donna Pizarro
11945 Chesapeake Dr
Reno, NV 89506

Penalty Amount: **\$100**
Payment Due by: **8/12/2018**

Case Number: WVIO-BUI17-0106
Subject Property: 11945 Chesapeake Dr
Parcel Number: 080-354-04

Dear Respondent:

An inspection and an Administrative Enforcement Warning issued on 1/22/2018 revealed the violation noted below on the subject property. Washoe County Code Section 125.160(4) provides for issuance of an Administrative Penalty when violations noted on the Administrative Enforcement Warning are not corrected. This Administrative Penalty Notice is not a criminal proceeding.

The property was inspected on 7/10/2018 and remains in violation of the County Code cited below. **You are hereby charged an administrative penalty of \$100.** Payment of the administrative penalty does not release you from correcting the code violation that currently exists on the subject property.

Washoe County will accept one-half of the administrative penalty amount as payment in full if received by the payment due date shown on this notice. If an appeal is filed before the payment due date or if you pay the penalty after the payment due date, no reduction of the penalty is available. After the payment due date, any unpaid penalties will be turned over to the Washoe County Collections Office. A County Code required \$50 collections fee will be added to the penalty and you may also be subject to additional fees, interest and all collection remedies allowed by law. All penalties and fees assessed are cumulative. Each and every instance the code violation exists constitutes a separate and distinct offense. **County Code Violations must be corrected or additional penalties may be assessed without future warnings being issued.**



Memo to: George & Donna Pizarro
Subject: Administrative Penalty Notice
Date: July 11, 2018
Page: 2

The site review shows the referenced property has two (2) unpermitted detached accessory structures in the backyard (see attached photo). The violation is not in compliance with the following section of Washoe County Building Code, Section 7, Article 100.105.1

ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or remove both structures if they are not allowed to be permitted within 30 days of this notice, August 12, 2018.

RIGHTS OF APPEAL:

You have a right to appeal this notice as described on the Right to Appeal instructions attached to this notice. Failure to respond to this notice by **8/13/2018** shall be deemed an admission of liability and a waiver of any right to an administrative hearing.



Brian Farmer
Code Enforcement Officer II
bfarmer@washoecounty.us
(775) 328-2312

Memo to: George & Donna Pizarro
Subject: Administrative Penalty Notice
Date: July 11, 2018
Page: 3

RIGHT TO APPEAL

YOU MAY APPEAL THIS Administrative Penalty Notice by requesting an administrative hearing.

You must appear in person at the Administrative Hearing Office with the accompanying Administrative Penalty Notice to request an administrative hearing. The Office is located within the County Manager's Office on the 2nd floor (east end) of Building A, 1001 East Ninth Street, Reno, NV.

Please contact the Administrative Hearing Office at 775.328.2001, or by e-mail at aho@washoecounty.us, for more information and/or directions to their Office.

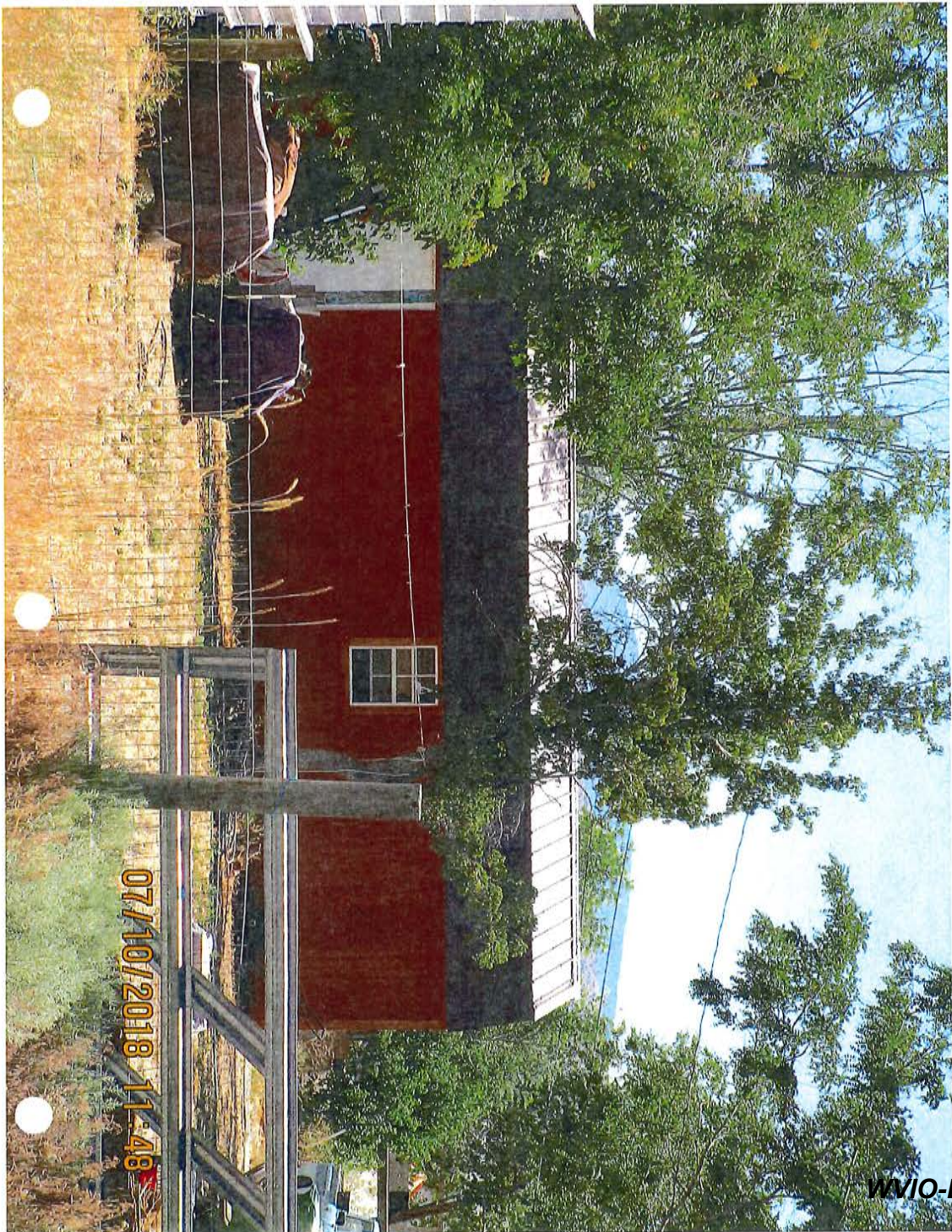
The fee for an administrative hearing is \$50.00 payable at the conclusion of the administrative hearing if you have been found in violation of the Washoe County Code. The hearing officer may impose additional administrative penalties, costs, and/or fees. A request for an administrative hearing shall stay the required payment of the penalty until the hearing is completed.

An administrative hearing officer will be assigned to your case by the Washoe County Administrative Hearing Office. The Administrative Hearing Office will notify you of your hearing date. The administrative hearing officer will issue an Administrative Order at the conclusion of your appeal. Failure to obey the Administrative Order is a misdemeanor criminal offense, which may be pursued separately from this Notice.

Any deadlines, actions, and/or remedies included in this Notice will be placed on hold until your appeal is concluded. Failure to correct the violation pursuant to any Administrative Order may also result in additional civil or criminal remedies after consultation with the District Attorney's office.



07/10/2018 11:48



WVIO-BUI17-0106
EXHIBIT D



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building

1001 EAST 9TH STREET
PO BOX 11130
RENO, NEVADA 89520-0027
PHONE (775) 328-6100
FAX (775) 328-6133

ADMINISTRATIVE ENFORCEMENT
****SECOND WARNING****

August 16, 2018



George & Donna Pizarro
11945 Chesapeake Dr
Reno, NV 89506

Please comply by September 18, 2018

Case Number: WVIO-BUI17-0106
Subject Property: 11945 Chesapeake Drive, Reno, NV 89506
Parcel Number: 080-354-04

Dear Respondent:

Based on a complaint received by this office, which lead to an Administrative Penalty Notice served to you with a fine of \$100, I have determined that a violation of Washoe County code still exists on subject property. **This notice serves as a second warning for the code violation and seeks your voluntary action to correct, mitigate, or remedy the code violation.**

The site review shows the referenced property has two (2) unpermitted detached accessory structures in the backyard (see attached photo). The violation is not in compliance with the following section of Washoe County Building Code, Section 7, Article 100.105.1

The code violation found on the property and the action you must take to correct the situation is:

ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or, if unable to be permitted, remove both structures within 30 days of this notice, September 18, 2018.

You must comply by **9/18/2018**. You may contact me to request an extension of time to correct the violation. Any such request for an extension of time may be in writing to the address shown on this letter, by fax at 775-328-6133, or orally at 775-328-2312. I will only grant an extension of time if you have demonstrated reasonable progress in correcting the violation, or there are extenuating circumstances that prevent you from correcting the violation by the stated deadline. If I grant an extension of time, we will mutually develop a plan with time frames for you to correct the violation.



Memo to: George & Donna Pizarro
Subject: Code Violation
Date: 8/16/2018
Page: 2

An administrative penalty notice will be issued if the violations are not corrected by 9/18/2018, or by the date agreed upon by me with an approved extension of time. **The administrative penalty notice will result in an automatic penalty of \$200.** Further Administrative Penalty Notices with increased penalty amounts and additional fees may be issued without further warning if the violation is not corrected. An inspection fee of \$25 will also be charged for each future compliance inspection. Failure to pay the penalty may cause further action by the County Collections Office.

Failure to correct the violation by the compliance date may also result in additional civil or criminal remedies after consultation with the District Attorney's office.



Brian Farmer
Code Enforcement Officer II
bfarmer@washoecounty.us
(775) 328-2312



WVIO-BUI17-0106
EXHIBIT D





WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
POST OFFICE BOX 11130
RENO, NEVADA 89520-0027

Planning & Dev

ADDRESS SERVICE REQUESTED



RENO NV 895
POSTAGE WILL BE PAID BY ADDRESSEE
FIRST CLASS PERMIT NO. 11130
RENO NV 895



REASON
Back of
Address-Not
Local-Not
No Postage
No Postage
No Postage

RETURN TO SENDER
[Redacted area]

RECEIVED
AUG 29 2018
WASHOE COUNTY
COMMUNITY DEVELOPMENT

ATTN: CEO Farmer



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
 Planning and Building

1001 EAST 9TH STREET
 PO BOX 11130
 RENO, NEVADA 89520-0027
 PHONE (775) 328-3606
 FAX (775) 328-6133

SECOND ADMINISTRATIVE PENALTY NOTICE

September 26, 2018

George & Donna Pizarro
 11945 Chesapeake Dr
 Reno, NV 89506

Penalty Amount: **\$200**
 Payment Due by: 10/26/2018



Case Number: WVIO-BUI17-0106
 Subject Property: 11945 Chesapeake Drive, Reno, NV 89506
 Parcel Number: 080-354-04

Dear Respondent:

An inspection and an Administrative Enforcement Warning issued on 1/22/2018 revealed the violation noted below on the subject property. Washoe County Code Section 125.160(4) provides for issuance of an Administrative Penalty when violations noted on the Administrative Enforcement Warning are not corrected. This Administrative Penalty Notice is not a criminal proceeding.

The property was inspected on 9/24/2018 and remains in violation of the County Code cited below. **You are hereby charged an administrative penalty of \$200.** Payment of the administrative penalty does not release you from correcting the code violation that currently exists on the subject property.

Washoe County will accept one-half of the administrative penalty amount as payment in full if received by the payment due date shown on this notice. If an appeal is filed before the payment due date or if you pay the penalty after the payment due date, no reduction of the penalty is available. After the payment due date, any unpaid penalties will be turned over to the Washoe County Collections Office. A County Code required \$50 collections fee will be added to the penalty and you may also be subject to additional fees, interest and all collection remedies allowed by law. All penalties and fees assessed are cumulative. Each and every instance the code violation exists constitutes a separate and distinct offense. **County Code Violations must be corrected or additional penalties may be assessed without future warnings being issued.**

The code violation found on the property and the actions you must take correct the situation is:

VIOLATION: ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.



Memo to: George & Donna Pizarro
Subject: Second Administrative Penalty Notice
Date: September 26, 2018
Page: 2

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or, if unable to be permitted, remove both structures within 30 days of this notice, October 26, 2018.

RIGHTS OF APPEAL:

You have a right to appeal this notice as described on the Right to Appeal instructions below this notice. Failure to respond to this notice by 10/26/2018 shall be deemed an admission of liability and a waiver of any right to an administrative hearing.



Brian Farmer
Code Enforcement Officer II
bfarmer@washoecounty.us
(775) 328-2312

RIGHT TO APPEAL

YOU MAY APPEAL THIS Administrative Penalty Notice by requesting an administrative hearing.

You must appear in person at the Administrative Hearing Office with the accompanying Administrative Penalty Notice to request an administrative hearing. The Office is located within the County Manager's Office on the 2nd floor (east end) of Building A, 1001 East Ninth Street, Reno, NV.

Please contact the Administrative Hearing Office at 775.328.2001, or by e-mail at aho@washoecounty.us, for more information and/or directions to their Office.

The fee for an administrative hearing is \$50.00 payable at the conclusion of the administrative hearing if you have been found in violation of the Washoe County Code. The hearing officer may impose additional administrative penalties, costs, and/or fees. A request for an administrative hearing shall stay the required payment of the penalty until the hearing is completed.

An administrative hearing officer will be assigned to your case by the Washoe County Administrative Hearing Office. The Administrative Hearing Office will notify you of your hearing date. The administrative hearing officer will issue an Administrative Order at the conclusion of your appeal. Failure to obey the Administrative Order is a misdemeanor criminal offense, which may be pursued separately from this Notice.

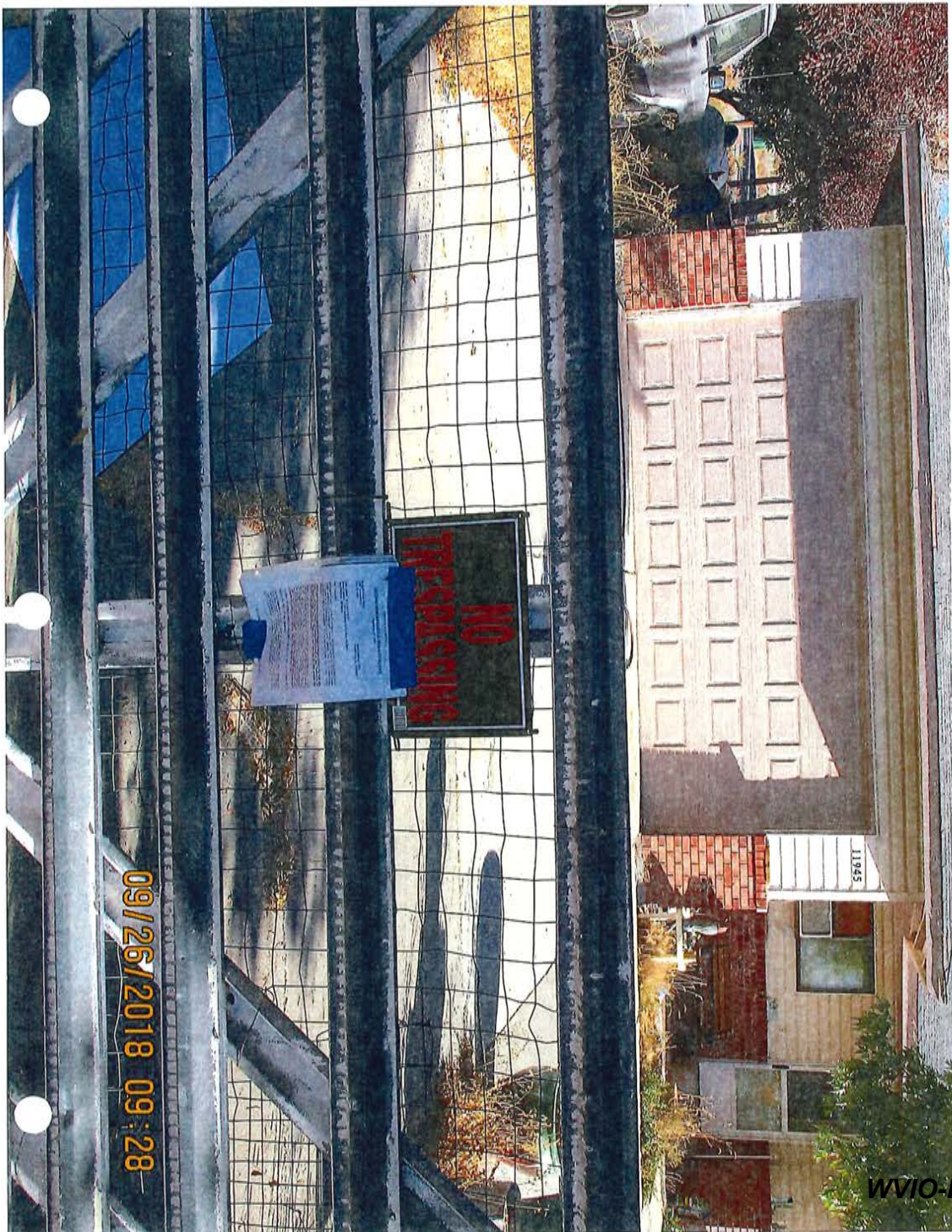
Any deadlines, actions, and/or remedies included in this Notice will be placed on hold until your appeal is concluded. Failure to correct the violation pursuant to any Administrative Order may also result in additional civil or criminal remedies after consultation with the District Attorney's office.



09/24/2018 12:46



WVIO-BUI17-0106
EXHIBIT D





WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building

1001 EAST 9TH STREET
PO BOX 11130
RENO, NEVADA 89520-0027
PHONE (775) 328-6106
FAX (775) 328-6133

ADMINISTRATIVE ENFORCEMENT
****THIRD WARNING****

October 31, 2018

George & Donna Pizarro
11945 Chesapeake Dr
Reno, NV 89506

Please comply by December 3, 2018



Case Number: WVIO-BUI17-0106
Subject Property: 11945 Chesapeake Drive, Reno, NV 89506
Parcel Number: 080-354-04

Dear Respondent,

Based on a complaint received by this office, which lead to an Administrative Penalty Notice served to you with a fine of \$200, I have determined that a violation of Washoe County code still exists on subject property. **This notice serves as a third warning for the code violation and seeks your voluntary action to correct, mitigate, or remedy the code violation.**

The site review shows the referenced property has two (2) unpermitted detached accessory structures in the backyard (see attached photo). The violation is not in compliance with the following section of Washoe County Building Code, Section 7, Article 100.105.1

The code violation found on the property and the action you must take to correct the situation is:

ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or, if unable to be permitted, remove both structures within 30 days of this notice, December 3, 2018.

You must comply by **12/3/2018**. You may contact me to request an extension of time to correct the violation. Any such request for an extension of time may be in writing to the address shown on this letter, by fax at 775-328-6133, or orally at 775-328-2312. I will only grant an extension of time if you have demonstrated reasonable progress in correcting the violation, or there are extenuating circumstances that prevent you from correcting the violation by the stated deadline. If I grant an extension of time, we will mutually develop a plan with time frames for you to correct the violation.



Memo to: George & Donna Pizarro
Subject: Code Violation
Date: 10/31/2018
Page: 2

An administrative penalty notice will be issued if the violations are not corrected by 12/3/2018, or by the date agreed upon by me with an approved extension of time. **The administrative penalty notice will result in an automatic penalty of \$400.** Further Administrative Penalty Notices with increased penalty amounts and additional fees may be issued without further warning if the violation is not corrected. An inspection fee of \$25 will also be charged for each future compliance inspection. Failure to pay the penalty may cause further action by the County Collections Office,

Failure to correct the violation by the compliance date may also result in additional civil or criminal remedies after consultation with the District Attorney's office.



Brian Farmer
Code Enforcement Officer II
bfarmer@washoecounty.us
(775) 328-2312





10/30/2018 09:23



11945

NICK & TREATERS ONE
WELCOME.
Just dont dress like a
Code enforcement want
to be THUGS BOO

JEANNIE
HERMAN
COUNTY COMMISSIONER
10/30/2018 09:21



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
 Planning and Building

1001 EAST 9TH STREET
 RENO, NEVADA 89512
 PHONE (775) 328-6106
 FAX (775) 328-6133

ADMINISTRATIVE PENALTY NOTICE
****THIRD OR SUBSEQUENT NOTICE****

December 11, 2018

G

George & Donna Pizarro
 11945 Chesapeake Dr
 Reno, NV 89506

Penalty Amount: **\$400**
 Payment Due by: 1/12/2019

Case Number: WVIO-BUI17-0106
 Subject Property: 11945 Chesapeake Drive, Reno, NV 89506
 Parcel Number: 080-354-04

Dear Respondent:

An inspection and a Third Administrative Enforcement Warning issued on 10/31/2018 revealed the Washoe County Code (WCC) violations noted below on the subject property. WCC Section 125.160(4) provides for issuance of an Administrative Penalty when violations noted on the Administrative Enforcement Warning are not corrected. This Administrative Penalty Notice is not a criminal proceeding.

The property was inspected on 12/10/2018 and remains in violation of the County Code cited below. **You are hereby charged an administrative penalty of \$400.** Payment of the administrative penalty does not release you from correcting the code violation that currently exists on the subject property.

Additionally, as noted on the third administrative enforcement warning, you are also charged the following administrative action fees:

1. Inspection fee of \$25 for a compliance inspection.
2. Certified mailing fee of \$5 for mailing this notice.

The total administrative penalties and administrative action fees owed by you with this third administrative penalty notice totals:

Total penalty and fees: \$430

Washoe County will accept one-half of the administrative penalty amount (\$400) as payment in full if received by the payment due date shown on this notice. All administrative action fees must be paid in full. If an appeal is filed before the payment due date or if you pay the penalty after the payment due date, no reduction of the penalty is available. After the payment due date, any unpaid penalties will be turned over to the Washoe County Collections Office. A Washoe County Code required \$50 collections fee will be added to the penalty and you may also be subject to additional fees, interest and all collection remedies allowed by law. **The Collection Office may also place a lien on the subject property to recover all unpaid penalties, fees and/or costs.**



Memo to: George & Donna Pizarro
Subject: Third Administrative Penalty Notice
Date: December 11, 2018
Page: 2

All County Code Violations on the subject property as noted below must be corrected or additional administrative penalties with a minimum of \$400 and additional administrative action fees may be assessed without future warnings being issued. These administrative action fees could include \$25 for each compliance inspection, \$25 for each posting, and \$5 for each certified mailing.

The site review shows the referenced property has two (2) unpermitted detached accessory structures in the backyard (see attached photo). The violation is not in compliance with the following section of Washoe County Building Code, Section 7, Article 100.105.1

The code violation found on the property and the action you must take to correct the situation is:

ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or, if unable to be permitted, remove both structures within 30 days of this notice, January 12, 2019.

RIGHTS OF APPEAL:

You have a right to appeal this notice as described on the Right to Appeal instructions attached to this notice. Failure to respond to this notice by 1/13/2019 shall be deemed an admission of liability and a waiver of any right to an administrative hearing.



Brian Farmer
Code Enforcement Officer II
bfarmer@washoecounty.us
(775) 328-2312

Memo to: George & Donna Pizarro
Subject: Third Administrative Penalty Notice
Date: December 11, 2018
Page: 3

RIGHT TO APPEAL

YOU MAY APPEAL THIS Administrative Penalty Notice by requesting an administrative hearing.

You must appear in person at the Administrative Hearing Office with the accompanying Administrative Penalty Notice to request an administrative hearing. The Office is located within the County Manager's Office on the 2nd floor (east end) of Building A, 1001 East Ninth Street, Reno, NV.

Please contact the Administrative Hearing Office at 775.328.2001, or by e-mail at aho@washoecounty.us, for more information and/or directions to their Office.

The fee for an administrative hearing is \$50.00 payable at the conclusion of the administrative hearing if you have been found in violation of the Washoe County Code. The hearing officer may impose additional administrative penalties, costs, and/or fees. A request for an administrative hearing shall stay the required payment of the penalty until the hearing is completed.

An administrative hearing officer will be assigned to your case by the Washoe County Administrative Hearing Office. The Administrative Hearing Office will notify you of your hearing date. The administrative hearing officer will issue an Administrative Order at the conclusion of your appeal. Failure to obey the Administrative Order is a misdemeanor criminal offense, which may be pursued separately from this Notice.

Any deadlines, actions, and/or remedies included in this Notice will be placed on hold until your appeal is concluded. Failure to correct the violation pursuant to any Administrative Order may also result in additional civil or criminal remedies after consultation with the District Attorney's office.



12/10/2018 11:18

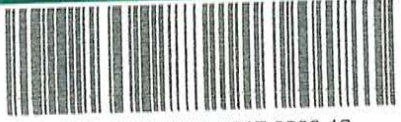


WVIO-BUI17-0106
EXHIBIT D



WASHOE COUNTY CSD
PLANNING
1001 E 9TH ST
RENO NV 89512
105000

CERTIFIED MAIL™



9171 9690 0935 0217 6880 12

ADDRESS SERVICE REQUESTED

ATTN: CEO B. FARMER
WVIO-BUI17-0106
3RD FN

GEORGE AND DONNA PIZARRO
11945 CHESAPEAKE DR.
RENO, NV 89506

Online Services [Profile](#) [Print](#) [Guide](#) [Export](#)

[Systems](#) [Reports](#) [E-Services](#) [Supplies](#)

[Home](#) > [E-Services](#) > Status History

Status History ?

*** Tracking Number Information**

Meter:	12651137	Mailing Date:	12/14/18 04:03 PM
Tracking Number:	9171969009350217688012	Sender:	105000
Current Status:	Not delivered: Refused	Recipient:	
Class of Mail:	FC	Zip Code:	89506
Service:	ERR	City:	STEAD
Value:	\$0.000	State:	NV

[Proof of delivery](#)

*** Status Details**

▼ Status Date	Status
Mon, 12/17/18, 02:33:00 PM	Not delivered: Refused
Sun, 12/16/18, 10:26:00 PM	Processed (processing scan)
Sun, 12/16/18, 02:37:00 AM	Processed (processing scan)
Sat, 12/15/18, 12:00:00 AM	Processed (processing scan)
Fri, 12/14/18, 10:17:00 PM	Processed (processing scan)
Fri, 12/14/18, 10:03:00 PM	OK: USPS acknowledges reception of info
Fri, 12/14/18, 09:02:00 PM	Origin Acceptance

Note: Delivery status updates are processed throughout the day and posted upon receipt from the Postal Service.





WVIO-BUI17-0106 - Created by WCMP17-00970; Building and Safety Investigation - 705:...

Menu Help

File Date: [12/19/2017](#)

Case Status: [Open](#)

Description of Work: [Anonymous complaint, mobile home added to property, additional shed that exceeds 2](#)

Case Detail: [Detail](#)

Total Fee Invoiced: [\\$300.00](#)

Total Fee Assessed: [\\$705.00](#)

Case Type: [Violation - Building](#)

Address: [11945 CHESAPEAKE DR, RENO, NV 89506](#)

Owner Name: [PIZARRO, GEORGE R & DONNA T](#)

Owner Address: [11945 CHESAPEAKE DR, RENO, NV 89506](#)

Parent Record: [Created by WCMP17-00970; Building and Safety Investigation - 705; Violation Confirm](#)

Parcel No: [080-354-04](#)

Contact Info:	Name	Organization Name	Contact Type
	ANONYMOUS		Complainant
	ANONYMOUS		Complainant

Custom Fields: [ENF-VIO-A Screen](#)
Violator's Name

-

Detailed description of the location of the complaint or violation

-

Complaint Inspection Comments

[Site inspection, made contact with property owners. I informed them that the two detac](#)

INSPECTOR INFO

Default Inspector

-

Default Inspe:

-

COMPLAINT TYPES

Department

[Building & Safety](#)

Complaint Typ

Work Without A

Workflow Status:	Task	Assigned To	Status
	Process Selection		Route
	Civil		
	Criminal		
	Abatement		
	Administrative Enforce...		
	Stop Activity Order		
	Remediation Order		
	Criminal - EHS		
	Closure		
	Request Civil Injunction		
	1st NOV		
	Abatement Process Sele...		
	Administrative Warning		Non Compliance
	Administrative Penalty		Issue Penalt...
	Stop Activity Order		
	Remediation Order		
	NOV		

Condition Status:	Name	Short Comments	Status
-------------------	------	----------------	--------

Case Comments:	View ID	Comment
	JCHISM	12-26-18 APPEAL - 3rd Penalty Notice appealed...
	JCHISM	12-24-18 Certified Mail Confirmation uploaded...
	JCHISM	12-13-18 3rd Penalty Notice mailed by CEO Farme...
	JCHISM	11-28-18 Property owner, George Pizarro, came l...
	JCHISM	11-19-18 1st and 2nd Penalties sent to Collecti...
	JCHISM	10-30-18 2nd Penalty (due on 10/26/18) added to...
	BFARMER	2nd penalty notice posted on property.
	JCHISM	07-11-18 1st Penalty Notice mailed via USPS and...
	BFARMER	No response from email (5/21) asking how much t...
	JCHISM	05-14-18 Email communication between property o...
	JCHISM	04-23-18 Email forwarded from Building Departme...
	BFARMER	In meeting with Bob Webb, the property owners r...
	JCHISM	03-07-18 Planning Manager, Bob Webb, met with p...
	BFARMER	2/16 - email to property owners citing the code...
	JCHISM	02-16-18 Property owners came into CSD and spok...
	JCHISM	02-06-18 PLEASE READ - Options for structures c...
	JCHISM	02-05-18 Property owners came into CSD again t...
	JCHISM	01-31-18 Ms. Pizarro came into CSD, spoke with...

Initiated by Product:	EMSE						
Scheduled/Pending Inspections:	<table border="1"> <thead> <tr> <th>Inspection Type</th> <th>Scheduled Date</th> <th>Inspector</th> </tr> </thead> <tbody> <tr> <td>Investigation</td> <td>01/14/2019</td> <td>Brian Farmer</td> </tr> </tbody> </table>	Inspection Type	Scheduled Date	Inspector	Investigation	01/14/2019	Brian Farmer
Inspection Type	Scheduled Date	Inspector					
Investigation	01/14/2019	Brian Farmer					

Resulted Inspections:	Inspection Type	Inspection Date	Inspector
	Investigation	12/10/2018	Brian Farmer
	Investigation	10/30/2018	Brian Farmer
	Investigation	09/24/2018	Brian Farmer
	Investigation	08/16/2018	Brian Farmer
	Investigation	07/10/2018	Brian Farmer
	Investigation	05/03/2018	Brian Farmer
	Investigation	01/22/2018	Brian Farmer



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-6106
FAX (775) 328.6133



WCMP17-00970
COMPLAINT COMMENTS
DATE PRINTED: 01/09/2019

Date	Comment	View ID
12/19/2017	12-19-17 Code Enforcement Admin tested "Flags" on this record to potentially insert a "Condition" warning on the property. Flag has been deleted.	JCHISM
12/19/2017	12-19-17 Property owner came into CSD and spoke with Plans Examiner, Steve Lecam, to discuss permits needed. Phone number/contact information added to "Contacts." Property owner admitted to a 10 x 30 commercial coach on property that is still on wheels and the 12x32 pre-fab barn that is currently on skids from Fernley. Property owner would like to discuss fence options and will return to CSD soon to discuss all permits needed to move forward.	JCHISM
12/14/2017	12-14-17 Per CEO Barretta and Planning Manager, Bob Web, CEO Farmer was added to this complaint.	JCHISM
12/08/2017	12/08/17 Anonymous email complaint received via online complaint form stating mobile home "job trailer" has been brought in and several large sheds have been brought in, all without permits. Email uploaded into "Documents."	JCHISM



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COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
RENO, NEVADA 89512
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FAX (775) 328.6133

C

WCMP17-00970
COMPLAINT INSPECTIONS
DATE PRINTED: 01/09/2019

Status	Insp Date	Department	Inspector	Result Comment
Violation Confirmed	12/18/2017	Code Enforcement	Brian Farmer	Site inspection, made contact with property owners. I informed them that the two detached accessory structures would need to be permitted as they are over 200sf. Will allow thirty days before sending Admin Warning.



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COMMUNITY SERVICES DEPARTMENT
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WVIO-BUI17-0106
 VIOLATION COMMENTS
 DATE PRINTED: 01/09/2019



Date	Comment	View ID
12/26/2018	12-26-18 APPEAL - 3rd Penalty Notice appealed. Hearing date set for 02/05/2019.	JCHISM
12/24/2018	12-24-18 Certified Mail Confirmation uploaded. 3rd PN "Refused" and will be sent back to Code Enforcement. Copy of tracking uploaded to "Documents".	JCHISM
12/13/2018	12-13-18 3rd Penalty Notice mailed by CEO Farmer on 12-11-18 USPS, Certified Copy prepared today and will go out in the mail on 12-14-18. Cert Mail# 9171 9690 0935 0217 6680 12 3rd PN fine added to "Fees-Fines" as well as Certified Mail fee.	JCHISM
11/28/2018	11-28-18 Property owner, George Pizarro, came into CSD extremely upset asking to file a complaint of harassment against the CEO Farmer. Mr. Pizarro stated that the code enforcement case did not match the "narrative of the situation" and stated that the CEO was harassing him due to racial biases. Admin offered for Mr. Pizarro to speak with Planning Manager, Bob Webb. Mr. Pizarro immediately state he would never talk to Bob Webb again. Admin offered for Mr. Pizarro to speak with the Director of Planning and Building but stated that an appointment would need to be made and emphasized that it would be best to have all parties in the room when speaking. Mr. Pizarro stated he would never speak to CEO Farmer again. Mr. Pizarro stated he would return to CSD with some friends so that he could have this conversation again when he is calmer.	JCHISM
11/19/2018	11-19-18 1st and 2nd Penalties sent to Collections, total of \$300. Collections form and email communication uploaded to "Documents."	JCHISM
10/30/2018	10-30-18 2nd Penalty (due on 10/26/18) added to "Fees-Fines" tab. Accela currently does not automate fines per penalties issued.	JCHISM
09/26/2018	2nd penalty notice posted on property.	BFARMER
07/11/2018	07-11-18 1st Penalty Notice mailed via USPS and USPS Certified. Copy of certified mailer uploaded to "Documents" tab.	JCHISM



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COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
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1001 EAST 9TH STREET
 RENO, NEVADA 89512
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06/06/2018	No response from email (5/21) asking how much time do they need to remove the structures. 30 extension letter sent.	BFARMER
05/23/2018	05-14-18 Email communication between property owner and Planning & Building Director, Mojra Hauenstein, asking the property owner to communicate directly with CEO Farmer. Property owner is experiencing difficulties with her father's health. Email uploaded to "Documents."	JCHISM
04/23/2018	04-23-18 Email forwarded from Building Department (uploaded to "Documents") stating property owner has been caring for their father, ER Visits ect. Building are being built in Fallon, the company is correcting "a mistake on one of them."	JCHISM
03/08/2018	In meeting with Bob Webb, the property owners reported they would be assisted by Tim McKenna, 224-3833, they provided his contact info.	BFARMER
03/07/2018	03-07-18 Planning Manager, Bob Webb, met with property owners yesterday, 03-06-18. The property owners were given 30 days to remove one of the structures and replace it with two smaller structures as stated in an email communication by Stephanie Racy McIntyre and the property owners on March 02, 2017 (uploaded to "Documents"). The property owners must meet all setback requirements and remain in contact with CEO Farmer in regards to the progress being made on the property. - JC	JCHISM
02/21/2018	2/16 - email to property owners citing the code section that prohibits the construction trailer to be permitted on the property. I also informed them that I would grant a 30 day extension.	BFARMER
02/16/2018	02-16-18 Property owners came into CSD and spoke with Planning Tech, Kory Paholke, and Planning Manager, Bob Webb, who informed the property owners about their options regarding the two structures over 200 sq ft. Bob Webb let the property owners know that they needed to work with CEO Farmer to develop a comprehensive plan moving forward with the understanding that this process may take longer than 30 days.	JCHISM



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02/07/2018	<p>02-06-18 PLEASE READ - Options for structures currently on proeprty.</p> <p>1.) Contractor trailer over 200 sq ft = NOT ALLOWED AT ALL, must remove</p> <p>2.) Mobile Shed with metal roof over 200 sq ft = Opt. 1, remove structure Opt. 2 put structure on a foundation and permit structure.</p> <p>Alternative options:</p> <p>1.) Multiple smaller sheds on property that are under 200 sq ft</p> <p>2.) Cargo container with a permit for placement</p>	JCHISM
02/07/2018	<p>02-05-18 Property owners came into CSD again to see if they could permit their structures. Property owners brought in a site map and spoke with Senior Planner, Chad Giesinger, and Permit Tech, Bert Soffiotto. They discussed placement of the structures, but permitting the structures as is would not be possible. One structure, the contractor trailer, is not on a permanent foundation and may not be allowed per WCC (but Admin would verify with Planning Manager 1st as CEO was out of the office.) The second structure could not be permitted because it was not on permanent foundation either. The Planner discussed options of obtaining multiple sheds or a cargo container for the property owner's storage needs.</p>	JCHISM
01/31/2018	<p>01-31-18 Ms. Pizarro came into CSD, spoke with Permit Tech, Bert Soffiotto. Bert printed out some older plans for Ms. Pizarro, who stated she would return at a latter date to speak with a Planner after gathering some more information. Bert printed out plans from Permit # 07-2235</p>	JCHISM



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
 RENO, NEVADA 89512
 PHONE (775) 328-6106
 FAX (775) 328.6133

WVIO-BUI17-0106
 VIOLATION INSPECTIONS
 DATE PRINTED: 01/09/2019

E

Status	Insp Date	Department	Inspector	Result Comment
Scheduled	01/14/2019	Code Enforcement	Brian Farmer	HOLD / ADMIN HEARING / APPEAL OF 3RD PENALTY NOTICE
Non Compliance	12/10/2018	Code Enforcement	Brian Farmer	No change to case status, structures are still on the property and plans have not been submitted for any permits. 3rd penalty sent.
Non Compliance	10/30/2018	Code Enforcement	Brian Farmer	No change, unpermitted structures are still on the property.
Non Compliance	09/24/2018	Code Enforcement	Brian Farmer	Commercial trailer structure still on property, unpermitted structure still on property. No change. 2nd penalty issued.
Non Compliance	08/16/2018	Code Enforcement	Brian Farmer	No change, both unpermitted structures are still on the property. 2nd warning.
Non Compliance	07/10/2018	Code Enforcement	Brian Farmer	Both unpermitted structures still on the property.
Rescheduled	06/08/2018			Rescheduled
Non Compliance	05/03/2018	Code Enforcement	Brian Farmer	Site inspection, it appears the two code compliant sheds have been delivered. I will check back in 30 days to see if illegal structures have been removed from the property.
Rescheduled	03/23/2018	Code Enforcement	Brian Farmer	Rescheduled
Rescheduled	02/23/2018	Code Enforcement	Brian Farmer	Rescheduled
Non Compliance	01/22/2018	Code Enforcement	Brian Farmer	No permits pending, both structures still there. Admin Warning letter sent.



A

From: [Webb, Bob](#)
To: [Farmer, Brian](#); [Barretta, Lora](#); [Chism, Johnna](#)
Subject: FW: update
Date: Monday, April 23, 2018 11:26:49 AM
Attachments: [image002.png](#)

Hi ya'll – FYI. I believe this is Brian's case – construction office trailer, replacing with another shed type of structure.

Bob Webb
Planning Manager | Washoe County Community Services Department | Planning & Building Division
bwebb@washoecounty.us | o 775.328.3623 | f 775.328.6133 | 1001 E. Ninth St., Bldg. A, Reno, NV 89512



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From: Racy-McIntyre, Stephanie
Sent: Monday, April 23, 2018 11:08 AM
To: 'donna tremaine'
Cc: Racy-McIntyre, Stephanie; Webb, Bob
Subject: RE: update

I fully understand Donna. I will update Bob Webb and Code Enforcement. Hope the situation with you father improves.
Take care of yourself.
Thanks

Stephanie Racy-McIntyre | Permit Services Coordinator Washoe County Community Services Department | Building Division
sracy@washoecounty.us | (775) 328-2031 | (775) 328-6132 Fax | 1001 E Ninth St Bldg A Reno NV 89512



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From: donna tremaine [<mailto:donnatremaine82@yahoo.com>]
Sent: Monday, April 23, 2018 9:53 AM
To: Racy-McIntyre, Stephanie
Subject: update

Hello Stephanie.

We have been quite busy with my dad. He has been in Renown twice, he is there now because of a bad fall in the middle of the night and left there until I showed up at a rehab center he was in. I took him to his doctor for examination and then home. I did have to call 911 for REMSA. They transported him to Renown and he was admitted again.

Our focus is now on him over the buildings. The buildings are still being built in Fallon for there was a mistake on one of them.

Thank you for your understanding.

Donna

Chism, Johnna



From: Hauenstein, Mojra
Sent: Monday, May 14, 2018 12:14 PM
To: Racy-McIntyre, Stephanie; Webb, Bob; donnatremaine82@yahoo.com
Cc: Chism, Johnna; Farmer, Brian; Keating, Shawn
Subject: RE: DONNA TREMAINE

Importance: High

Hello Mr. Pizzaro:

Thank you for your email below to Stephanie, our Permit Tech Coordinator. We are sorry to hear about your Dad.
I would like to ask that you communicate with Brian on this matter, as this is not within Stephanie's role.
Brian is the code enforcement officer.

Given our recent site visit, we see that there has been no progress on your property, since we last spoke and provided you with an extension of time. Brian will be connecting with you to come up with a plan that shows your commitment to replace the sheds and move the commercial coach from your property.

We understand that you are looking for a larger parcel, however, this does not alleviate your responsibility of removing the commercial coach from the property.
If we receive inquiries from realtors or prospective buyers, we will need to reveal the uncorrected code violation on the property.

We appreciate your cooperation. Brian will be in touch. Also you can reach him at: 775-328-2312. Of course, I am also available if you have further questions. Thank you.

Mojra Hauenstein, Architect, AICP Planner, LEED AP Neighborhood Development
Director of Planning & Building | Washoe County Community Services Department
MHauenstein@washoecounty.us | (775) 328-3619 | 1001 E. Ninth St., Bldg. A, Reno, NV 89512



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From: donna tremaine [<mailto:donnatremaine82@yahoo.com>]
Sent: Friday, May 11, 2018 8:40 AM
To: Racy-McIntyre, Stephanie
Subject: update

Hey Stephanie,

My Dad is back in the hospital again for the 6th or 7th time this year. He was put in ICU again for the 3rd time last Wednesday night. While in rehab he had a bad fall, which resulted in a huge setback. So, in this situation we put the needs for him 1st. We have made major changes to accommodate our home for his home health care needs. He is of course our 1st priority and concern.

We are also going to buy a larger place that will meet our needs.

Thank You for your kindness and understanding,

Donna Tremaine Pizarro

From: [Farmer, Brian](#)
To: donnairemaine82@yahoo.com
Cc: [Webb, Bob](#)
Subject: Case Number: WVIO-BUI17-0106
Date: Monday, May 21, 2018 7:51:00 AM
Attachments: [image001.png](#)

C

Hello,

I would like to establish a timeframe to get this issue resolved, so I can issue an extension of time. How much time is need to get the two unpermitted structures removed from the property?

Brian Farmer
Code Enforcement Officer II | Washoe County Community Services Department | Planning &
Building Division
bfarmer@washoecounty.us | o 775.328.2312 | f 775.328.6133 | 1001 E. Ninth St., Bldg. A, Reno,
NV 89512



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6

Chism, Johnna

From: Chism, Johnna
Sent: Monday, November 19, 2018 1:49 PM
To: Collections Division
Cc: Farmer, Brian; Giesinger, Chad; Webb, Bob
Subject: WVIO-BUI17-0106, 11945 CHESAPEAKE DR. - \$300 To Collections
Attachments: WVIO-BUI17-0106_To Collections_\$300_11-19-2018.pdf

Hello,
Attached, please find our collections form and the corresponding 1st and 2nd Penalty Notices for the property at 11945 Chesapeake Drive, with an outstanding balance of \$300. Please let me know if you require any additional information.

Case Number: WVIO-BUI17-0106
Invoice Number: 449681
Fee Code: ENF00001, ENF00002
Account Code: 101110-471151
Fee Amount Total: \$300

Respondent
Name: DONNA T. & GEORGE R. PIZARO
Phone: N/A
Mailing Address: 11945 CHESAPEAKE DR., RENO, NV 89506
Assessor APN: 080-354-04
Physical Address: 11945 CHESAPEAKE DR., RENO, NV 89506

Invoice #	Fee Item	Quantity	Fees	Status	Balance Due	Notes	Date Assessed	Fee Code	Account Code 1
449681	First administrative penalty	1	100	INVOICED	\$100	1 st Penalty Due 08/12/2018	09/25/2018	ENF00001	101110-471151
449681	Second administrative penalty	1	200	INVOICED	\$200	2nd Penalty Due 10/26/18	10/30/2018	ENF00002	101110-471151

-Johnna



Johnna Chism, Office Support Specialist
Code Enforcement, Planning & Building Division | Community Services Department
jchism@washoecounty.us | Office: 775.328.6106 | Fax: 775.328.6133
1001 E. Ninth St., Bldg A, Reno, NV 89512





WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Compliance

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-6106
FAX (775) 328.6133

November 19, 2018

To: Washoe County Collections Office – collect@washoecounty.us

Case Number: WVIO-BUI17-0106
Invoice Number: 449681
Fee Code: ENF00001, ENF00002
Account Code: 101110-471151
Fee Amount Total: \$300

Respondent

Name: DONNA T. & GEORGE R. PIZARO
Phone: N/A
Mailing Address: 11945 CHESAPEAKE DR., RENO, NV 89506
Assessor APN: 080-354-04
Physical Address: 11945 CHESAPEAKE DR., RENO, NV 89506

Invoice #	Fee Item	Quantity	Fees	Status	Balance Due	Notes	Date Assessed	Fee Code	Account Code 1
449681	First administrative penalty	1	100	INVOICED	\$100	1 st Penalty Due 08/12/2018	09/25/2018	ENF00001	101110-471151
449681	Second administrative penalty	1	200	INVOICED	\$200	2nd Penalty Due 10/26/18	10/30/2018	ENF00002	101110-471151

Brian Farmer
Code Enforcement Officer II
1001 E. 9th St., Build. A
Reno, NV 89512
(775) 328 – 2312
bfarmer@washoecounty.us



WWW.WASHOECOUNTY.US

WVIO-BUI17-0106
EXHIBIT D



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building

1001 EAST 9TH STREET
PO BOX 11130
RENO, NEVADA 89520-0027
PHONE (775) 328-6106
FAX (775) 328-6133

ADMINISTRATIVE PENALTY NOTICE

July 11, 2018

George & Donna Pizarro
11945 Chesapeake Dr
Reno, NV 89506

Penalty Amount: **\$100**
Payment Due by: **8/12/2018**

Case Number: WVIO-BUI17-0106
Subject Property: 11945 Chesapeake Dr
Parcel Number: 080-354-04

Dear Respondent:

An inspection and an Administrative Enforcement Warning issued on 1/22/2018 revealed the violation noted below on the subject property. Washoe County Code Section 125.160(4) provides for issuance of an Administrative Penalty when violations noted on the Administrative Enforcement Warning are not corrected. This Administrative Penalty Notice is not a criminal proceeding.

The property was inspected on 7/10/2018 and remains in violation of the County Code cited below. **You are hereby charged an administrative penalty of \$100.** Payment of the administrative penalty does not release you from correcting the code violation that currently exists on the subject property.

Washoe County will accept one-half of the administrative penalty amount as payment in full if received by the payment due date shown on this notice. If an appeal is filed before the payment due date or if you pay the penalty after the payment due date, no reduction of the penalty is available. After the payment due date, any unpaid penalties will be turned over to the Washoe County Collections Office. A County Code required \$50 collections fee will be added to the penalty and you may also be subject to additional fees, interest and all collection remedies allowed by law. All penalties and fees assessed are cumulative. Each and every instance the code violation exists constitutes a separate and distinct offense. **County Code Violations must be corrected or additional penalties may be assessed without future warnings being issued.**



Memo to: George & Donna Pizarro
Subject: Administrative Penalty Notice
Date: July 11, 2018
Page: 2

The site review shows the referenced property has two (2) unpermitted detached accessory structures in the backyard (see attached photo). The violation is not in compliance with the following section of Washoe County Building Code, Section 7, Article 100.105.1

ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or remove both structures if they are not allowed to be permitted within 30 days of this notice, August 12, 2018.

RIGHTS OF APPEAL:

You have a right to appeal this notice as described on the Right to Appeal instructions attached to this notice. Failure to respond to this notice by **8/13/2018** shall be deemed an admission of liability and a waiver of any right to an administrative hearing.



Brian Farmer
Code Enforcement Officer II
bfarmer@washoecounty.us
(775) 328-2312



Memo to: George & Donna Pizarro
Subject: Administrative Penalty Notice
Date: July 11, 2018
Page: 3

RIGHT TO APPEAL

YOU MAY APPEAL THIS Administrative Penalty Notice by requesting an administrative hearing.

You must appear in person at the Administrative Hearing Office with the accompanying Administrative Penalty Notice to request an administrative hearing. The Office is located within the County Manager's Office on the 2nd floor (east end) of Building A, 1001 East Ninth Street, Reno, NV.

Please contact the Administrative Hearing Office at 775.328.2001, or by e-mail at aho@washoecounty.us, for more information and/or directions to their Office.

The fee for an administrative hearing is \$50.00 payable at the conclusion of the administrative hearing if you have been found in violation of the Washoe County Code. The hearing officer may impose additional administrative penalties, costs, and/or fees. A request for an administrative hearing shall stay the required payment of the penalty until the hearing is completed.

An administrative hearing officer will be assigned to your case by the Washoe County Administrative Hearing Office. The Administrative Hearing Office will notify you of your hearing date. The administrative hearing officer will issue an Administrative Order at the conclusion of your appeal. Failure to obey the Administrative Order is a misdemeanor criminal offense, which may be pursued separately from this Notice.

Any deadlines, actions, and/or remedies included in this Notice will be placed on hold until your appeal is concluded. Failure to correct the violation pursuant to any Administrative Order may also result in additional civil or criminal remedies after consultation with the District Attorney's office.



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building

1001 EAST 9TH STREET
 PO BOX 11130
 RENO, NEVADA 89520-0027
 PHONE (775) 328-3606
 FAX (775) 328-6133

SECOND ADMINISTRATIVE PENALTY NOTICE
 September 26, 2018

George & Donna Pizarro
 11945 Chesapeake Dr
 Reno, NV 89506

Penalty Amount: **\$200**
 Payment Due by: 10/26/2018

Case Number: WVIO-BUI17-0106
 Subject Property: 11945 Chesapeake Drive, Reno, NV 89506
 Parcel Number: 080-354-04

Dear Respondent:

An inspection and an Administrative Enforcement Warning issued on 1/22/2018 revealed the violation noted below on the subject property. Washoe County Code Section 125.160(4) provides for issuance of an Administrative Penalty when violations noted on the Administrative Enforcement Warning are not corrected. This Administrative Penalty Notice is not a criminal proceeding.

The property was inspected on 9/24/2018 and remains in violation of the County Code cited below. **You are hereby charged an administrative penalty of \$200.** Payment of the administrative penalty does not release you from correcting the code violation that currently exists on the subject property.

Washoe County will accept one-half of the administrative penalty amount as payment in full if received by the payment due date shown on this notice. If an appeal is filed before the payment due date or if you pay the penalty after the payment due date, no reduction of the penalty is available. After the payment due date, any unpaid penalties will be turned over to the Washoe County Collections Office. A County Code required \$50 collections fee will be added to the penalty and you may also be subject to additional fees, interest and all collection remedies allowed by law. All penalties and fees assessed are cumulative. Each and every instance the code violation exists constitutes a separate and distinct offense. **County Code Violations must be corrected or additional penalties may be assessed without future warnings being issued.**

The code violation found on the property and the actions you must take correct the situation is:

VIOLATION: ARTICLE 105 – PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.



Memo to: George & Donna Pizarro
Subject: Second Administrative Penalty Notice
Date: September 26, 2018
Page: 2

The actions you must take to correct this violation are:

Obtain a permit through the Washoe County Building Department for each structure or, if unable to be permitted, remove both structures within 30 days of this notice, October 26, 2018.

RIGHTS OF APPEAL:

You have a right to appeal this notice as described on the Right to Appeal instructions below this notice. Failure to respond to this notice by 10/26/2018 shall be deemed an admission of liability and a waiver of any right to an administrative hearing.



Brian Farmer
Code Enforcement Officer II
bfarmer@washoecounty.us
(775) 328-2312

RIGHT TO APPEAL

YOU MAY APPEAL THIS Administrative Penalty Notice by requesting an administrative hearing.

You must appear in person at the Administrative Hearing Office with the accompanying Administrative Penalty Notice to request an administrative hearing. The Office is located within the County Manager's Office on the 2nd floor (east end) of Building A, 1001 East Ninth Street, Reno, NV.

Please contact the Administrative Hearing Office at 775.328.2001, or by e-mail at aho@washoecounty.us, for more information and/or directions to their Office.

The fee for an administrative hearing is \$50.00 payable at the conclusion of the administrative hearing if you have been found in violation of the Washoe County Code. The hearing officer may impose additional administrative penalties, costs, and/or fees. A request for an administrative hearing shall stay the required payment of the penalty until the hearing is completed.

An administrative hearing officer will be assigned to your case by the Washoe County Administrative Hearing Office. The Administrative Hearing Office will notify you of your hearing date. The administrative hearing officer will issue an Administrative Order at the conclusion of your appeal. Failure to obey the Administrative Order is a misdemeanor criminal offense, which may be pursued separately from this Notice.

Any deadlines, actions, and/or remedies included in this Notice will be placed on hold until your appeal is concluded. Failure to correct the violation pursuant to any Administrative Order may also result in additional civil or criminal remedies after consultation with the District Attorney's office.





CHAPTER 125

Administrative Enforcement Code

- 125.125 Declaration of purpose.
- 125.130 Conflict of codes.
- 125.135 Definitions.

Administrative Enforcement Authority, Remedies and Procedures

- 125.140 Prohibited acts.
- 125.145 Administrative enforcement authority.
- 125.150 Administrative enforcement remedies.
- 125.155 Authority to inspect.
- 125.157 Stop activity order and remediation order.
- 125.160 Complaints, warning, and administrative penalty notice, procedures.
- 125.163 Service.
- 125.165 Administrative penalties.
- 125.170 Administrative fees, penalties and costs.

Abatement

- 125.195 Abatement and procedures.
- 125.200 Judicial abatement; action by district attorney.
- 125.205 Non-judicial abatement; abatement by county of dangerous structures or conditions, rubbish, noxious plant growth and other public nuisances.
- 125.210 Summary abatement; abatement of dangerous structure or condition posing imminent danger.
- 125.215 Chronic nuisance abatement; abatement of chronic nuisances by judicial action.

Administrative Hearing Procedures

- 125.220 Administrative hearing office.
- 125.225 Appointment and powers of hearing officer.
- 125.240 Request and scheduling administrative hearing.
- 125.245 Deadline postponed for administrative hearing.
- 125.250 Administrative hearing procedures.
- 125.255 Standard of proof.
- 125.260 Failure to attend administrative hearing.
- 125.265 Administrative order; compliance with administrative order.
- 125.270 Failure to comply with the administrative order; misdemeanor.
- 125.275 Judicial review; requirements for petition; statement of intent to participate; petition for rehearing.
- 125.2751 Transmittal of record of proceedings to reviewing court by administrative hearing; additional evidence; modification of findings by administrative hearing.
- 125.2752 Memoranda of points and authorities: time for filing memorandum and reply; request for hearing; required form.
- 125.2753 Judicial review: manner of conducting; burden of proof; standard for review.
- 125.2754 Procedure for stay of final decision; ruling by court.

4. Court action. As set out in NRS 244.3603(3), if the court finds that a chronic nuisance exists and action is necessary to avoid a serious threat to the public welfare or the safety or health of the occupants of the property, it may:

- (a) Order the county to secure and close the property until the nuisance is abated;
- (b) Order the owner to pay the county for the cost incurred by the county in abating the condition;
- (c) Impose chronic nuisance civil penalties in an amount not to exceed the amounts specified in the master administrative enforcement penalty and fee schedule adopted by the board; and
- (d) Order any other appropriate relief.

5. Collection of costs, assessments and penalties. As authorized by NRS 244.3603(2)(c) and (4), the board hereby designates that the costs of abatement may be collected as specified in subsection 125.195(7)(a), and that chronic nuisance civil penalties may be assessed and collected as provided in subsection 125.195(7)(b).

[§21, Ord. No. 1518]

Administrative Hearing Procedures

125.220 Administrative hearing office.

1. The county manager shall establish an administrative hearing office.
2. The administrative hearing office shall have the authority to:
 - (a) Supervise the administrative hearing process;
 - (b) Prepare appropriate procedures relating to administrative hearings; and
 - (c) Manage the administrative hearing officer contracts and training.
- (d) Prepare reports regarding special assessments required by NRS 244.3603(6).

[§22, Ord. No. 1518]

125.225 Appointment and powers of hearing officer.

1. The board will approve a list of and all contracts for persons to serve as hearing officers. A hearing officer shall:

- (a) Be licensed to practice law in the State of Nevada or be a graduate of an accredited 4-year college and have at least two years consecutive experience in administrative hearings in the State of Nevada, or
- (b) Have a quality, level and length of experience deemed acceptable to the board and two years of administrative hearing experience.
- (c) Not have been an employee of Washoe County within the last two years.

2. Compensation of hearing officers will be set at an hourly rate by resolution of the board.

3. The administrative hearing office has the authority to and will assign a hearing officer to each case. Assignment of hearing officers will be on a rotation basis. The hearing officer will be chosen from the list of hearing officers approved by the board. The hearing office may establish a specialized list of hearing officers to hear specific cases based on education, experience, and/or the type of case. The assigned hearing officer has discretion to determine if he/she should be disqualified for bias, prejudice, conflict of interest, or for any other reason for which a judge may be disqualified in a court of law, and the next hearing officer on the list shall be assigned. The hearing officer shall not have, at the time of hearing assignment, any personal interest, or expectation in any matter with the county except general county tax and business license matters and service as a hearing officer.

4. The hearing officer shall have the power to render a proper disposition of the matter, including without limitation, dismissal (with or without prejudice), remand to the enforcement official for further information or action, modification, assessment of administrative penalties, or any other action deemed appropriate, including the application of any administrative

enforcement remedy authorized pursuant to this chapter. The hearing officer shall have the power to administer oaths to all witnesses and impose such rules of decorum upon the proceeding as will promote the decent, fair, and efficient consideration of matters before the hearing officer.

5. The hearing officer may continue a hearing as provided in section 125.240.

6. The hearing officer does not have the power to render monetary judgments or award damages against the county.

7. The hearing officer has continuing jurisdiction over the subject matter of an administrative hearing for the purpose of granting a continuance, ensuring compliance with an administrative order, modifying an administrative order, or where extraordinary circumstances exist, granting a new hearing.

[§24, Ord. No. 1419; A. Ord. No. 1518]

125.240 Request and scheduling administrative hearing.

1. A respondent may request a hearing regarding an administrative penalty notice, stop activity order, remediation order, or an abatement notice by filing a request with the administrative hearing office for an administrative hearing within the time frames set forth in this chapter. The request may either be on a form provided by the county or made in person at the administrative hearing office. The respondent requesting such a hearing shall pay an administrative action fee as contained in the master administrative enforcement penalty and fee schedule adopted by the board if found in violation at the end of the case.

2. The failure of any respondent to request an administrative hearing in accordance with this administrative enforcement code shall be deemed an admission of liability and shall constitute a waiver of the right to a hearing.

3. Upon receiving a request for an administrative hearing, the hearing office shall schedule a date, time and place for the hearing, which must commence no more than 60 calendar days from the hearing office's receipt of the request for an administrative hearing. Continuances based on good cause may be granted by the hearing office or hearing officer.

4. The administrative hearing office shall notice the department or agency that issued the administrative penalty notice, stop activity order, remediation order, or notice of abatement of the date, time, and place of the administrative hearing.

5. Notice of the scheduling of the hearing shall be served upon the respondent pursuant to this chapter at least 14 calendar days prior to the date of the hearing.

[§27, Ord. No. 1419; A. Ord. No. 1518]

125.245 Deadline postponed for administrative hearing. When a respondent requests a hearing in conformance with this chapter regarding an administrative penalty notice, an abatement notice, or a remediation order, the deadline date specified in the notice and other enforcement or collection efforts is postponed until the hearing officer's administrative order is served pursuant to this chapter.

[§28, Ord. No. 1419; A. Ord. No. 1518]

125.250 Administrative hearing procedures.

1. Administrative hearings are intended to be informal in nature. The receipt of evidence and the conduct of the hearing shall be in the sole discretion of the hearing officer. Each party shall have the opportunity to cross-examine witnesses and to present evidence in support of the case. Each proceeding shall be audio recorded, constitute a public record, and the recording made available to all parties within five calendar days after the hearing.

2. Matters and evidence to be considered at the hearing must be relevant to:

a. Whether the conditions described in the administrative penalty notice, stop activity order, or remediation order violate the Code, and in the case of an abatement notice, solely whether the cited violations are repeating or continuing without required compliance or remedy; and
b. Whether the enforcement official afforded the respondent due process by adhering to the notice requirements set forth in this administrative enforcement code.

3. Written briefs may be required or permitted before or after the hearing by written order of the hearing officer.

4. Neither the rules of evidence nor the rules of discovery of courts of the State of Nevada apply in these administrative hearings. Matters of evidence and the weight to be given evidence received at the hearing are in the sole discretion of the hearing officer. No informality in any proceeding or in the manner of taking testimony will invalidate any decision of the hearing officer.

5. An objection to the admissibility of evidence may be made by any party of record and the objection will be ruled on by the hearing officer. The hearing officer, with or without objection, may exclude inadmissible, incompetent, repetitious, or irrelevant evidence. Any evidence offered at the hearing must be material and relevant to the issues of the hearing.

6. All evidence received during the hearing shall be retained by the county as part of the record of the hearing, to include an authenticated copy of any recording or transcription by a court reporter of the hearing at the sole expense of the party recording or reporting the hearing.

7. Any party may be represented at the hearing by counsel, but the hearing officer may limit or deny the representation by a person who is not licensed to practice law if such representation impairs the efficiency, effectiveness, or decorum of the hearing. Counsel will not be appointed to represent any party at County expense.

8. If the hearing officer finds that the violation of code has not occurred or a violation of code has been committed but the respondent asserts and proves one or more legal defenses to the administrative penalty notice, stop activity order, or remediation order, the hearing officer may dismiss the administrative penalty notice, stop activity order, or remediation order, and release the respondent from liability.

9. In a contested hearing, the respondent against whom the hearing officer has entered a finding of liability and has assessed a penalty, by default or otherwise, may seek judicial review thereof by filing a petition for judicial review in the district court in conformance with section 125.275 et seq of this Administrative Code.

[§29, Ord. No. 1419; A. Ord. No. 1518]

125.255 Standard of proof. The county bears the burden of proof at an administrative hearing to establish the existence of all elements required for the respective hearing pursuant to this administrative enforcement code. The standard of proof is by a preponderance of the evidence.
[§30, Ord. No. 1419; A. Ord. No. 1518]

125.260 Failure to attend administrative hearing. Any respondent who requests a hearing or whose actions are the subject of an administrative hearing and who fails to appear at the hearing is deemed to waive the right to a hearing and all objections to an administrative penalty notice, stop activity order, remediation order, or abatement notice, provided that the hearing was properly noticed, unless there are extenuating circumstances as determined by the hearing officer.

[§31, Ord. No. 1419; A. Ord. No. 1518]

125.265 Administrative order; compliance with administrative order.

1. The decision of the hearing officer shall be deemed to be an administrative order and shall be entitled "administrative order."

2. Upon completion of the hearing, the hearing officer shall issue an administrative order that affirms, modifies or dismisses the enforcement official's action, including any penalties assessed or to be assessed, or that requires any other action deemed reasonable under all of the circumstances by the hearing officer. The administrative order may also refer the matter back to the enforcement official for further specified action.

3. The hearing officer may require the respondent to cease violating or cause the cessation of any violation of the Code and to make necessary corrections, repairs, or to complete any other reasonable act requested by the enforcement official, which may be modified by the hearing officer, to be in compliance with the Code. The hearing officer shall include a specific time frame to complete the requested act.

4. The hearing officer may establish specific deadlines for the payment of penalties, fees, and costs, and may condition the total or partial assessment of administrative penalties on the respondent's ability to complete compliance by specific deadlines.

5. The hearing officer may schedule subsequent review hearings as may be necessary or as requested by a party to the hearing to ensure compliance with the administrative order.

6. The administrative order shall become final on the date of service of the order upon all parties as provided in this chapter.

[§32, Ord. No. 1419; A. Ord. No. 1518]

125.270 Failure to comply with the administrative order; misdemeanor. A person who fails to comply with an administrative order is guilty of a misdemeanor and upon conviction shall be punished as provided for misdemeanors in NRS 193.150. This penalty, however, shall not excuse the failure to comply with the order and to correct the violations, nor shall it bar further enforcement action by the county.

[§33, Ord. No. 1419]

125.275 Judicial review; requirements for petition; statement of intent to participate; petition for rehearing.

1. Any party who is:

(a) Identified as a party of record in an administrative hearing; and

(b) Is aggrieved by a final decision in a contested case, is entitled to judicial review of the decision. Any preliminary, procedural, or intermediate act or ruling in an administrative hearing in a contested case is reviewable if review of the final decision of the administrative hearing would not provide an adequate remedy.

2. Petitions for judicial review must:

(a) Name as respondent Washoe County and all parties of record to the administrative proceeding. It shall not name the administrative hearing office or the hearing officer;

(b) Be instituted by filing a petition in the Second Judicial district court in and for the County of Washoe; and

(c) Be filed by petitioner within 30 calendar days after service of the administrative order. Cross-petitions for judicial review must be filed within 10 calendar days after service of a petition for judicial review.

3. Any party desiring to participate in the judicial review must file a statement of intent to participate in the petition for judicial review and serve the statement upon every party within 20 calendar days after service of the petition.

4. A petition for rehearing or reconsideration must be filed within 15 calendar days after the date of service of the final decision. An order granting or denying the petition must be served on all parties at least five calendar days before the expiration of the time for filing the petition for judicial review. If the petition is granted, the subsequent order shall be deemed the final order for the purpose of judicial review.

5. The petition for judicial review and any cross-petitions for judicial review must be served upon Washoe County and every other party within 45 calendar days after the filing of the petition, unless, upon a showing of good cause, the district court extends the time for such service.

6. The provisions of this chapter are the exclusive means of judicial review of, or judicial action concerning, a final decision in a contested case.

[§23, Ord. No. 1518]

125.2751 Transmittal of record of proceedings to reviewing court by administrative hearing; additional evidence; modification of findings by administrative hearing.

1. Within 30 calendar days after the service of the petition for judicial review or such time as is allowed by the court, the administrative hearing office shall transmit to the reviewing court the original or a certified copy of the entire record of the proceeding under review, including a transcript of the evidence resulting in the administrative order. The record may be shortened by stipulation of the parties to the proceedings. A party unreasonably refusing to stipulate to limit the record, as determined by the court, may be assessed by the court any additional costs. The court may require or permit subsequent corrections or additions to the record.

2. If, before submission to the court, an application is made to the court for leave to present additional evidence, and it is shown to the satisfaction of the court that the additional evidence is material and that there were good reasons for failure to present it in the administrative hearing, the court may order that the additional evidence and any rebuttal evidence be taken before the administrative hearing officer upon such conditions as the court determines.

3. After receipt of any additional evidence, the administrative hearing officer:

(a) May modify its findings and decision; and

(b) Shall file the evidence and any modifications, new findings or decisions with the reviewing court.

[§24, Ord. No. 1518]

125.2752 Memoranda of points and authorities: time for filing memorandum and reply; request for hearing; required form.

1. A petitioner or cross-petitioner who is seeking judicial review must serve and file a memorandum of points and authorities within 40 calendar days after Washoe County gives written notice to the parties that the record of the proceeding under review has been filed with the court.

2. The respondent or cross-petitioner shall serve and file a reply memorandum of points and authorities within 30 calendar days after service of the memorandum of points and authorities.

3. The petitioner or cross-petitioner may serve and file reply memoranda of points and authorities within 30 calendar days after service of the reply memorandum.

4. Within seven calendar days after the expiration of the time within which the petitioner is required to reply, any party may request a hearing. Unless a request for hearing has been filed, the matter shall be deemed submitted.

5. All memoranda of points and authorities filed in proceedings involving petitions for judicial review must be in the form provided for appellate briefs in Rule 28 of the Nevada Rules of Appellate Procedure.

6. The court, for good cause, may extend the times allowed in this section for filing memoranda.

[§25, Ord. No. 1518]

125.2753 Judicial review: manner of conducting; burden of proof; standard for review.

1. Judicial review of an administrative order must be:

- (a) Conducted by the court without a jury; and
 - (b) Confined to the record. In cases concerning alleged irregularities in procedure before an administrative hearing officer that are not shown in the record, the court may receive evidence concerning the irregularities.
2. The final decision of the administrative hearing officer shall be deemed reasonable and lawful until reversed or set aside in whole or in part by the court. The burden of proof is on the party attacking or resisting the decision to show that the final decision is invalid pursuant to subsection 3.
3. The court shall not substitute its judgment for that of the administrative hearing officer as to the weight of evidence on a question of fact. The court may remand or affirm the final decision or set it aside in whole or in part if substantial rights of the petitioner have been prejudiced because the final decision of the administrative hearing officer is:
- (a) In violation of constitutional or statutory provisions;
 - (b) In excess of the statutory authority of the administrative hearing officer;
 - (c) Made upon unlawful procedure;
 - (d) Affected by other error of law;
 - (e) Clearly erroneous in view of the reliable, probative and substantial evidence on the whole record; or
 - (f) Arbitrary or capricious or characterized by abuse of discretion.
4. The Nevada Rules of Civil Procedure (NRCP) apply to these judicial review proceedings to the extent that the NRCP are not inconsistent or in conflict with these ordinances.

[§26, Ord. No. 1518]

125.2754 Procedure for stay of final decision; ruling by court.

1. A petitioner who applies for a stay of the final decision in a contested case shall file and serve a written motion for the stay on the administrative order to all parties of record to the proceeding at the time of filing the petition for judicial review.
2. In determining whether to grant a stay, the court shall consider the same factors as are considered for a preliminary injunction under Rule 65 of the Nevada Rules of Civil Procedure.
3. In making a ruling, the court shall:
 - (a) Give deference to the trier of fact; and
 - (b) Consider the risk to the public, if any, of staying the administrative order. The petitioner must provide security before the court may issue a stay.

[§27, Ord. No. 1518]

125.2755 Award of costs. The district court shall award cost of the proceedings to the prevailing party including but not limited to the cost of preparation of the transcript of the administrative proceedings required in WCC 125.2752.

[§28, Ord. No. 1518]

125.280 Exhaustion of administrative remedies. Appeal of an administrative order shall not be allowed without first exhausting the administrative process set forth in this chapter.

[§35, Ord. No. 1419; A. Ord. No. 1518]

125.285 Time limits for repair, correction, or abatement. Unless otherwise provided by the order of an enforcement official or hearing officer, the respondent shall complete all actions necessary to achieve compliance with the Code within the time established pursuant to this administrative enforcement code.

[§36, Ord. No. 1419; A. Ord. No. 1518]

125.287 Judicial enforcement. Judicial enforcement of an administrative order must be by way of civil suit in the appropriate Justice's Court. A certified copy of the administrative order constitutes a prima facie showing that an administrative infraction occurred.
[§29, Ord. No. 1518]

125.288 Commencement of civil action - procedure. The civil action authorized in section 125.287 may be commenced at any time after the expiration of 60 calendar days following the date on which the administrative penalty notice was served pursuant to section 125.160 or 30 calendar days following the enforcement official's findings, by the filing of a complaint in the name of Washoe County and the issuance of a summons with respect thereto. Service of such complaint and summons on the defendant must be made by certified mail, return receipt requested, addressed to the respondent having ownership, control, or responsibility of the property of record as stated on the assessor's records, and mailed to the respondent's address as contained on the assessor's records.
[§30, Ord. No. 1518]

125.290 Extension of time: court order. When the Court has entered an order relating to matters governed by this administrative enforcement code, jurisdiction relating to the matter shall remain with the Court unless otherwise ordered by the Court. Any extension of time or other relief must be sought, in the first instance, by application to the Court for an order allowing an extension of time or any other relief.
[§37, Ord. No. 1419; A. Ord. No. 1518]

Penalties, Fees and Costs

125.300 Administrative action fees.

1. When a violation has been found to occur and not have been corrected in the prescribed time, the board finds there is a need to recover costs incurred by the county in its Code enforcement efforts by assessing certain reasonable administrative fees. Administrative action fees are based on time spent by county personnel re-inspecting properties found to remain in violation, abating violations or disposing of abated items, as well as costs incurred in investigation, hearing work, service of notices, recording of notices, and liens, title search, and other processing costs associated with the violations specified on the administrative penalty notice, stop activity order, remediation order, or abatement notice. All such fees shall be placed into the county's general fund.

2. Any fee schedule imposed under this administrative enforcement code shall be adopted by, and may be modified at any time by, resolution of the board and may be found in the master administrative enforcement penalty and fee schedule adopted by the board. The master administrative enforcement penalty and fee schedule shall be filed in the county clerk's office.
[§39, Ord. No. 1419; A. Ord. No. 1518]

125.305 Administrative enforcement penalties, fees and costs.

1. Where the assessment of administrative enforcement penalties, fees and costs are authorized under this chapter, the enforcement official's notice shall contain the following information:

- a. The case number;
- b. The amount of penalties, fees and costs charged;
- c. The administrative enforcement action for which the penalties, fees and costs are charged;
- d. The date(s) of such administrative enforcement action; and
- e. A deadline by which the administrative enforcement penalties, fees and costs must be paid.

2. Administrative enforcement penalties, fees and costs may be assessed as part of any administrative enforcement action as provided for in this chapter.
 3. Administrative enforcement penalties, fees and costs collected pursuant to this chapter shall not be duplicated in any other action to recover these identical penalties, fees and costs.
 4. The failure of any respondent to receive notice of the administrative enforcement penalties, fees and costs shall not affect the validity of any penalties, fees and costs imposed under by this chapter.
- [§40, Ord. No. 1419; A. Ord. No. 1518]

125.310 Recovery of penalties, fees and costs; and lien.

1. Collection or satisfaction of any administrative penalties, fees, and costs allowed under this chapter, and which are not paid in the time specified in a notice or permitted under this chapter, whichever is later, shall be made and provided for by Washoe County by turning the amount over to the county collections office. The collections office may collect any subsequent fees or penalties, to include interest, or follow any administrative actions authorized by state law and/or Washoe County Code, necessary to collect unpaid administrative fees, penalties, and/or costs. As part of the recovery process, the collections office may place a lien against the property to ensure that the amount owed by the respondent is recovered. The lien shall be referred to as a "code enforcement lien." The respondent shall receive a copy of the recorded lien document.
2. The recorded code enforcement lien shall include the name and address of the served respondents, the assessor's parcel number, the street address, the parcel's legal description, and a copy of the latest amounts due the county.
3. Any costs and fees associated with recording the code enforcement lien or removal thereof may be assessed against the property as provided in this chapter.
4. Payment of all monies due under this administrative enforcement code shall be by cash, money order, credit or debit card, personal check, or cashier's check only on or before the date listed in the administrative penalty notice or other notice.
5. The collections office has the authority to grant a schedule for payment of penalties, fees, and costs.

[§41, Ord. No. 1419; A. Ord. No. 1518]

125.315 Cancellation of code enforcement lien. Once payment in full is received in satisfaction of the code enforcement lien, or once the amount is deemed satisfied pursuant to a subsequent administrative order, and upon correction of the violation, the collections office shall, within ten business days from the date payment is made or decision is final, record and serve upon the respondent pursuant to this chapter, a notice of satisfaction with the Washoe County Recorder's office. The notice of satisfaction shall cancel the code enforcement lien and all liens pursuant to this action shall be removed by Washoe County.

[§42, Ord. No. 1419; A. Ord. No. 1518]

B

CHAPTER 125

Administrative Enforcement Code

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remediation order by contacting the administrative hearing office within 30 calendar days from the date the stop activity order or remediation order was served. Because of their injunctive nature, if the person who is served with a stop activity order or remediation order asks for a hearing, an administrative hearing officer will expeditiously be appointed and a hearing will be conducted within 30 calendar days of the receipt of the appeal by the administrative hearing office. A stop activity order remains in effect pending the hearing. The deadline for a remediation order is suspended pending the hearing. The hearing will be conducted in accordance with the provisions for hearings, and the issuance, enforcement, and appeal of administrative orders as set out in this chapter. The decision of the administrative hearing officer may be taken directly to judicial review in accordance with this chapter at the option of the appellant. If appeal is made to the Board of Adjustment for violation of WCC chapters 100 and 110, the decision of the Board of Adjustment is subject to judicial review in accordance with this chapter.

9. A stop activity order or remediation order may be rescinded by the enforcement official that issued it, by the Director of the Community Services Department, by the County Engineer, by the County Building Official, by an administrative hearing officer, and/or by the Board of Adjustment.

10. Enforcement. If a hearing is held before an administrative hearing officer or the Board of Adjustment as provided in this chapter, then the decision or order shall be enforced as provided for in this chapter. If a hearing is not held, the enforcement official may proceed to enforce the stop activity order or remediation order through any of the administrative, civil, or criminal remedies provided in this chapter.

[§16, Ord. No. 1518]

125.160 Complaints, warning, and administrative penalty notice procedures.

1. Any person who observes a possible violation of the Code may notify the appropriate agency or department in person or by written communication, telephone contact, fax, or e-mail. Such a complaint is considered a public record under the law. After receipt of a complaint, the enforcement official will investigate the complaint if it is warranted.

2. Warnings. Whenever it is determined by the enforcement official that a violation of the Code exists, that is not a serious risk to public health, safety or welfare, the enforcement official shall start the formal enforcement process by providing to the respondent either an oral or a written warning seeking correction, mitigation, or remedy within a time frame specified by the enforcement official, but no more than 30 calendar days from the date the warning was served. The enforcement official may extend this time frame at the official's discretion to provide additional time to complete acts required for compliance with the Code. The enforcement official may also grant a request by the respondent for additional time to complete acts required for compliance with the Code. Extensions of time by the enforcement official are allowed if reasonable progress in the repair, correction, or abatement of violations is underway or there are extenuating circumstances that prohibit compliance within the established timeline, and a plan of action with accompanying time frames is made between the enforcement official and the respondent.

(a) The warning shall state:

- (1) That respondent is in violation of the Code and the nature of the alleged violation, to include the Code citation of the violation;
- (2) The action(s) needed to correct the alleged violation;
- (3) The time given to correct the alleged violation, and that an extension of this time period may be requested of the enforcement official either orally or in writing:

(i) If reasonable progress in the repair, correction or abatement of violations is underway, or there are extenuating circumstances that prohibit compliance within the established timeline; and

(ii) A plan of action with accompanying time frames is made between the enforcement official and the respondent;

(4) That an administrative penalty notice will be issued at the end of that period if the violation is not corrected;

(5) That an administrative penalty will be assessed at the time of issuance of an administrative penalty notice in the amount set forth in the master administrative enforcement penalty and fee schedule adopted by the board; and

(6) That the collections office may charge and collect any subsequent fees, penalties, and costs, to include interest, or follow any administrative actions authorized by state law and/or Washoe County Code, necessary to collect unpaid fees, penalties and costs. The amount of any unpaid fee(s), penalty(ies), and/or costs may be sent to the county collections office for further action, and may result in a lien being placed on the property to recover unpaid fee(s), penalty(jes) and/or costs.

(b) If no action is taken to correct the alleged violation within the time allocated by the enforcement official under the warning, the enforcement official shall issue an administrative penalty notice in conformance with this section or, upon consultation with the district attorney's office, seek civil or criminal remedies.

(c) The enforcement official shall determine if the alleged violation has been corrected within the time stated in the warning.

3. If, in the opinion of the enforcement official, a more urgent action is needed to safeguard public health, safety, or welfare, the official may, in lieu of a warning, issue an administrative penalty notice, issue a stop activity order and/or remediation order, or proceed with summary abatement in accordance with this chapter.

4. Administrative penalty notice. If the Code violation is not resolved as set forth in subsection 2 above, the enforcement official shall issue an administrative penalty notice to the respondent except when a summary abatement, stop activity order, and/or remediation order is required in accordance with this chapter. Service of this administrative penalty notice shall be made pursuant to this chapter.

5. The administrative penalty notice shall include the following information:

(a) The name and address of the respondent in violation. The notice shall contain the address, and may contain the assessor's parcel number of the real property, when applicable.

(b) If not contained in the warning, a statement from the enforcement official identifying the conditions or conduct that violate the Code and the specific Code citation of the Code which the respondent violated.

(c) If applicable, and not contained in the warning, a list of recommended corrections to bring the property or violation into compliance.

(d) A statement that the respondent who has received an administrative penalty notice may request an administrative hearing regarding the administrative penalty notice by contacting the administrative hearing office within 30 calendar days from the date the administrative penalty notice was served. The administrative penalty notice shall also inform the person served that failure to respond to the administrative penalty notice within 30 calendar days of the date the administrative penalty notice was served shall be deemed an admission of liability and a waiver of any right to an administrative hearing.

(e) A statement of the penalty amount and that Washoe County will accept as payment in full for the administrative penalty, one-half of the authorized penalty indicated on the administrative penalty notice if payment is received within 30 calendar days of service. A respondent filing an appeal of an administrative penalty notice or paying the penalty after 30 calendar days of

service shall not be entitled to reduction of the administrative penalty provided for in this subsection. A request for an administrative hearing shall stay the required payment of the administrative penalty until the hearing is completed. Any unpaid penalties shall be turned over to the county collections office, and a collections fee, payable to the collections office for cost recovery of the unpaid penalties, shall apply. The amount of the administrative penalty and collections fee is set forth in the master administrative enforcement penalty and fee schedule adopted by the board. The penalties and any fees assessed are cumulative.

(f) The name, address, phone number, email address, and signature of the enforcement official, and any person who may be contacted to discuss or resolve the administrative penalty notice.

(g) A statement that the administrative penalty notice is not a criminal proceeding.

(h) A statement that each and every instance the act or omission exists after the deadline together with any granted extensions constitutes a separate and distinct offense.

6. The administrative penalty notice and/or an electronic facsimile thereof, must be filed with and retained by the issuing department and is deemed to be a public record of matters which are observed pursuant to a duty which is imposed by law and is prima facie evidence of the facts which are alleged therein.

7. A peace officer or enforcement official may issue an administrative penalty notice to the same respondent for a second or subsequent violation of the same ordinance within a two-year period without being required to issue a warning.

8. A peace officer or enforcement official may issue a criminal citation for a second or subsequent violation by the respondent of the same ordinance within a two-year period.

9. The administrative penalty notice may be issued by peace officer or enforcement official based upon a written and signed statement of a complaining party. In such a case, the complaining party must appear at any hearing subsequently scheduled pursuant to this chapter to testify. If the complaining party does not appear at the hearing in the case, the administrative penalty notice will be dismissed and the respondent released from liability.

10. An appeal to an administrative hearing may be requested during an administrative proceeding only after the enforcement official issues an administrative penalty notice.

[§11, Ord. No. 1419; A. Ord. No. 1518]

125.163 Service. Documents requiring service shall be made to the respondent by personal service; by affixing the notice to the place of residence in a conspicuous place; regular U.S. Postal Service mail to the last known address of the respondent as contained on the records of the county assessor; or, if required by law, certified mail, return receipt requested, to the last known address of the respondent as contained on the records of the county assessor. Service by mail or affixation has the same force and effect and is subject to the same penalties for the disregard thereof as if the documents were personally served on the respondent. The failure of the respondent to receive any documents served in accordance with this section shall not affect the validity of any proceedings taken under this administrative enforcement code.

[§17, Ord. No. 1518]

125.165 Administrative penalties.

1. Once the enforcement official has issued an administrative penalty notice, the enforcement official shall collect the administrative penalties as listed in the notice and pursuant to the provisions of this administrative enforcement code. The respondent served is liable for all of the penalties which are imposed pursuant to this chapter. Each and every instance that such an act or omission exists constitutes a separate and distinct offense.

2. Administrative penalties shall be imposed, enforced, collected, and reviewed in compliance with the provisions of this chapter. Administrative penalties shall be payable directly to the

Washoe County department or agency that issued the administrative penalty notice or to the administrative hearing office, unless otherwise provided in that notice. All such collected penalties shall be placed into the county's general fund.
[§12, Ord. No. 1419; A. Ord. No. 1518]

125.170 Administrative fees, penalties and costs.

1. Administrative penalties will be assessed for a first, second or subsequent violation of the same ordinance, as contained in the master administrative enforcement penalty and fee schedule adopted by the board.
2. Administrative action fees may be assessed as contained in the master administrative enforcement penalty and fee schedule adopted by the board as part of any administrative enforcement process as set forth in this chapter.
3. If any administrative fees, penalties, or costs remain unpaid after the date stated on the notice, the amount shall be sent to the collections office. A collections fee for cost recovery of the unpaid fees, penalties or costs shall be added to the fee, penalty and cost amount. The amount of the collections fee is contained in the master administrative enforcement penalty and fee schedule adopted by the board.
4. Payment of the penalty shall not excuse the failure to correct the violations nor shall it bar further enforcement action by the county.
[§13, Ord. No. 1419; A. Ord. No. 1518]

Abatement

125.195 Abatement and procedures.

1. Purpose and authority. The board determines that a necessary and proper enforcement power is the county abatement of nuisances and chronic nuisances as defined in this chapter, and that it is necessary to establish appropriate procedures for the board, judicial, non-judicial, summary, and chronic nuisance abatement of such nuisances as contemplated by NRS 244.360, 244.3601, 244.3603, and 1244.3605 as may be amended.
2. Alternatives; general procedures.
 - (a) The following procedures are available to abate nuisances:
 - (1) Board abatement. Complaint to and actions by the board under NRS 244.360(1) through (5);
 - (2) Judicial abatement. Action filed by the District Attorney under NRS 244.360(6) as set out in section 125.200 below;
 - (3) Non-judicial abatement. Abatement of dangerous structures or conditions, rubbish, noxious plant growth and other public nuisances as authorized in NRS 244.3605 and set out in section 125.205 below;
 - (4) Summary abatement. Abatement of a dangerous structure or condition posing imminent danger as authorized in NRS 244.3601 and set out in section 125.210 below; and
 - (5) Chronic nuisance abatement. Abatement of chronic nuisances as authorized in NRS 244.3603 and set out in section 125.215 below.
 - (b) Except as otherwise stated or supplemented in the specific sections dealing with each type of abatement, the following provisions are intended to provide general requirements for abatements as applicable.
 - (c) The abatement proceedings in this section are intended to implement the provisions of the authorizing statutes specified above and shall not be construed or applied in a manner that conflict with the statutes as amended.





Washoe County Building Code



methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the building official shall approve the testing procedures. Tests shall be performed by an approved agency. Reports of such tests shall be retained by the building official for the period required for retention of public records.

ARTICLE 105 - PERMITS

100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

100.105.1.1 Emergency repairs. Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the building official, which shall include an explanation and proof of the emergency.

100.105.1.2 Annual permit. In lieu of an individual permit for each alteration to an already approved electrical, gas, mechanical or plumbing installation, the building official is authorized to issue an annual permit upon application therefore to any person, firm or corporation regularly employing one or more qualified trade persons in the building, structure or on the premises owned or operated by the applicant for the permit.

100.105.1.3 Annual permit records. The person to whom an annual permit is issued shall keep a detailed record of alterations made under such annual permit. The building official shall have access to such records at all times or such records shall be filed with the building official as designated.

100.105.2 Work exempt from permit. Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required where exempted by law and for the following:

Building:

1. Nonhabitable one-story detached accessory structures on residentially zoned property or on a lot with an established principal residential use, used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet (18.58 m²), and does not include electrical, mechanical, or plumbing; and meets required setbacks

- for a structure as defined in WCC Chapter 110. In the Tahoe basin, the building must also not create land coverage as defined by TRPA.
2. Residential fences not over 30 inches (762 mm) high when in the front yard or not over six feet (1829 mm) when outside the front yard and not used as swimming pools barriers or as required screening pursuant to WCC Chapters 50 and 110.
 3. Oil derricks.
 4. Retaining walls or rockery walls that are not over 48 inches (1219 mm) in height measured from adjacent grades. Walls must not support a surcharge or impound Class I, II or IIIA liquids. In the Tahoe basin, walls must also not create land coverage as defined by TRPA.
 5. Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons (18 925 L) and the ratio of height to diameter or width does not exceed 2:1. In the Tahoe basin, tanks must also not create land coverage as defined by TRPA.
 6. Patios, sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade, without foundations, and not over any septic system, basement or story below, and not part of an accessible route. In the Tahoe basin, hard coverage must not also create land coverage as defined by TRPA.
 7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
 8. Temporary (not to exceed 180 days) motion picture, television and theater stage sets and scenery.
 9. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches (610 mm) deep, do not exceed 5,000 gallons (18 925 L) and are installed entirely above ground. In the Tahoe basin, the pools must also not create land coverage as defined by TRPA.
 10. Shade cloth structures constructed for nursery or agricultural purposes, with no associated electrical, plumbing, or mechanical.
 11. Swings and other playground equipment accessory to detached one- and two-family dwellings.
 12. Window awnings supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not project more than 24 inches (610 mm) into any setback and do not require additional support; Group R-3 and U occupancies only. In the Tahoe basin, the window awnings must also not be visible from a TRPA defined corridor.
 13. Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.
 14. Roofing repair if the roof is less than 100 square feet (9.29 m²) or still under its one year warranty.
 15. Door and window replacement when the opening size and location remain the same, meets the adopted energy code requirements, meets the current safety glazing requirements, and egress windows comply with all the requirements of the applicable code in effect at the time of original

- installation. In the Tahoe basin, door and windows must also meet the glazing requirements as defined by TRPA.
16. Wire fencing on parcels larger than 2 acre and do not exceed 54 inches (1372 mm) in height.
 17. Repair or replacement of fences less than 100 linear feet (30 480 mm) long with the same material, style, location, and height.
 18. Wood or composite siding applied over existing siding or existing shear wall.
 19. Decks not more than 30 inches (762 mm) above grade and meets required setbacks as defined in WCC Chapter 110. Exception: All decks in the Tahoe Basin require a building permit pursuant to WCC Chapter 110 and TRPA requirements.
 20. Replacement of glazing or replacement of glazing in hazardous locations with tempered glazing.
 21. Grading under 50 cubic yards (38.23 m³) pursuant to WCC Chapter 110.
 22. Membrane-covered frame structures intended for residential storage or agricultural use only, which are not more than 280 square feet (26.01 m²) in area, not more than 12 feet (3658 mm) in height, meets required setbacks for a structure as defined in WCC Chapter 110; installed per the manufacturer's recommendation; with no associated electrical, plumbing, or mechanical, and maintains a minimum clearance of 10 feet (3048 mm) from other buildings. In the Tahoe basin, all membrane-covered frame structures must also not create land coverage as defined by TRPA.

Electrical:

Repairs and maintenance:

1. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
2. Reinstallation of attachment plug receptacles, but not the outlets therefore.
3. Replacement of branch circuit over-current devices of the required capacity in the same location.
4. Repair or replacement of current carrying parts of any switch, contactor or control device.
5. Repair or replacement of electrodes or transformers of the same size and capacity for signs or gas tube systems.
6. Repair or replacement of fixed motors, transformers or fixed approved appliances of the same type and rating in the same location.
7. Removal of electrical wire, coax or communication wire.
8. Replacement of light fixtures in single family and accessory structures.

Temporary uses:

1. Listed cord and plug connected temporary decorative lighting.

2. Listed temporary construction lighting or wiring.
3. Carnivals and circuses.
4. Installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.
5. Temporary wiring for experimental purposes in suitable experimental laboratories.

Electrical wiring, devices and appliances: Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.

Radio and television transmitting stations: The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but do apply to equipment and wiring for a power supply and the installations of towers and antennas.

Gas:

1. Portable heating appliance.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

Mechanical:

1. Portable heating appliance.
2. Portable ventilation equipment.
3. Portable cooling unit.
4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code.
5. Replacement of any part that does not alter its approval or make it unsafe.
6. Portable evaporative cooler.
7. Self-contained refrigeration system containing 10 pounds (5 kg) or less of refrigerant and actuated by motors of 1 horsepower (746 W) or less.

Plumbing:

1. The stopping of leaks in drains, water, soil, waste or vent pipe, provided, however, that if any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

3. The repair or replacement of residential sinks, lavatories, or water closets and their associated valves and traps, provided such do not require the modification, replacement or rearrangement of the water, waste, or vent pipes.

100.105.2.1 Repairs. Application or notice to the building official is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

100.105.3 Application for permit. To obtain a permit, the applicant shall first file an application therefore in writing on a form furnished by the building official for that purpose. Such application shall:

1. Identify and describe the work to be covered by the permit for which application is made;
2. Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work;
3. Indicate the use and occupancy for which the proposed work is intended;
4. Be accompanied by construction documents and other information as required in Article 106;
5. State the valuation of the proposed work;
6. Be signed by the applicant, or the applicant's authorized agent; and
7. Give such other data and information as required by the building official.

100.105.3.1 Action on application. The building official shall examine or cause to be examined applications for permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of pertinent laws, the building official shall reject such application in writing, stating the reasons therefore. If the building official is satisfied that the proposed work conforms to the requirements of this code and laws and ordinances applicable thereto, the building official shall issue a permit therefore as soon as practicable.

100.105.3.2 Time limitation of application. An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; except that the building official is authorized to grant one extension of

We are the Pizarros; and are both retired Veterans.

I have a degree In Construction Technology and I utilized my education as a building contractor, also retired as a member of Local 971 Carpenters Union in good standing.

DATE: February 8, 2019

TO: Washoe County Code Enforcement

FROM: Timothy D. and Kellie D. McKenna

REF: Donna and George Pizarro

Ladies and Gentlemen;

My wife and I have known the Pizarro's for almost twenty years; in the 26 years that we have lived on Chesapeake Drive, in Lemmon Valley. They have been the best neighbors anybody could ask for. The Pizarro's are always first to ask if they can assist us in watching our house or pets, or even when just performing menial tasks around our property. I know that we are not the only people nearby to have been blessed with the friendship and kindness displayed by Donna and George.

The Pizarro's have served in the armed forces all over the globe, with distinction, for over 50 years of service. In 2016, they settled into their current residence on the corner of Chesapeake Dr. and Oregon Bl., to enjoy the retirement they richly and have certainly deserved.

Sometime during late spring of 2016, a pedestrian and equine access to the BLM land at the end of Chesapeake was suddenly

blocked without explanation or notice. Subsequently, the neighborhood rallied and had a town hall type meeting that was convened on August 10, 2016. Flyers were put out by Washoe County that it would be held at the corner of Oregon Bl. and Chesapeake Dr., with approximately 100 citizens from the surrounding neighborhood attending to hear the explanation as on "Why"? As a result of the outcry, a small access was cut into the rear fence by Dwayne Smith, from Washoe County. The front fence, that was facing Oregon Bl. had subsequently been removed.

The following spring, two years before the Pizarro's acquired a small, dual axle office trailer to accommodate George's files and accoutrements acquired during his 38 years of service in the U.S. Army. Their need for storage space was necessary due to limited space within the small residence, as it was necessary to accommodate lodging for Donna's father who was in need of 24 hour care. Also, Donna's father, Richard Tremaine, was a veteran, serving from the late 40's to the early 70's in the U.S. Air Force.

Being horse people and active within the horse riding community, Donna and George acquired a large portable shed that keeps their tack and tools out of the weather and safe from theft. The shed was purchased here, locally in Reno, with the salesman stating that the shed was "legal" and was compliant with "existing codes", which they later learned was false.

The Pizarro's suddenly found themselves the subject of "anonymous" complaints regarding the two structures. It would appear to a reasonable person, the Pizarro's had become the

subject of someone's ire, following the impromptu town hall meeting the previous summer. Despite numerous requests, the Pizarro's were never able to learn who the complaintant was. After 30 years in law enforcement, 22 of them as a sworn police officer with the City of Reno and my wife doing 30 years with the Reno Police Department as a police, fire, 911 and Washoe County Sheriffs Department Dispatcher (prior to the divorce between Reno PD and Washoe SO). I recall a section in the constitution where a person has the right to face their accusers, but apparently that does not apply here.

In researching the complaint, the only violation we could find was that the shed, about 300 square foot, violated the code for anything over 200 square foot. Per the code, anything over 200 square foot needs to be permitted. George has repeatedly applied for permitting of the structure, only to be turned down.

I understand the necessity of a permit for the structures, but the "shed" is portable, delivered by a flatbed truck and in the event of moving to another residence, it will be taken with them to the new residence. The trailer, still on wheels and fully mobile, is also cited in the complaint, although we were never able to discern what the code the trailer was in violation of. When the county was asked for the code it violated, Donna and George were never provided with it. Its begs to ask the question that what is the difference between that office trailer, mobile, unoccupied and power supplied by a 110 volt extension cord and a camper/trailer, unoccupied and fully mobile, with an extension cord to keep the batteries charged?

It should be made perfectly clear that we have no problem with the Pizarro's storage shed situation, as they have substantially improved the condition of the property, as it sat unoccupied for over three years prior to their purchasing the property.

Our questions are:

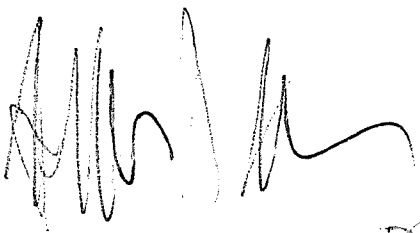
Why is a retail farm shop allowed to sell sheds that exceed the maximum and unpermitted square footage without the buyer being advised that a permit is necessary?

Why are these businesses allowed to sell their ware within the confines of Washoe County? If it were a woodstove installed, the sale would have never taken place.

Also, why the secrecy over the identity of the complaining party? Where is the "Governmental transparency"?

The second question raises the concern that Donna and George are being selectively targeted, either by angry neighbors who are part of the "club" and "know people", within the confines of Washoe County Government, or the Washoe County Code Compliance unit is "the tip of the spear"; either way its not a good look for government in general and the Washoe County Code Compliance office, specifically.

Thank you,



Washoe County

To Whom It May Concern:

Re: George and Donna Pizarro's Property

My family and I have been neighbors of George and Donna Pizarro through the course of many years. As neighbors, we have had no problems or disputes with what is on the Pizarro's home property such as the storage sheds, trailers, and other personal items.

However, ever since a community meeting on August 10, 2016 with Dwayne Smith, Engineering and Capital Projects Director, regarding an easement that was destroyed by both the county and two homeowners on the side of that easement on Oregon and Chesapeake Dr., the Pizarro's seem to have been suffering the consequences of this meeting as it took place in front of their residence, and the suggested outcome of this meeting did not appease all parties involved. Since this meeting, the Pizarro's have been falsely harassed and continued to be harassed about the stuff on their property. Of which, I have seen pictures taken by county of the Pizarro's residence constantly and notices being posted on the "no trespassing" signs the Pizarro's have in place on their property. These various complaints that the Pizarro's are dealing with on their property are things that my family (as their neighbors) have no problem with them owning and having on their personal property.

If the county would like to focus on the residents of the Valley, then the county can fix the access way between Oregon and Chesapeake Dr. that was promised to be restored to residents of Lemmon Valley on August 10, 2016 by Dwayne Smith, Engineer and Capital Project Director. This is still one of the many unresolved issues the county has not fixed for Lemmon Valley. The access way is still inaccessible to people with disabilities, people with horses (of which two known injuries have occurred), or any Nevadan who loves to explore the mountains as many of us love to do in our beautiful state.

Sincerely,

Sheena Conde

[Signature]

Karl Conde

Fwd: RE: Lemmon Valley Road Easement

From: sheenas5dogs@aol.com (sheenas5dogs@aol.com)

To: gpizarro2200@yahoo.com

Date: Monday, February 4, 2019, 9:14 PM PST

-----Original Message-----

From: Smith, Dwayne E. <DESmith@washoecounty.us>
To: 'sheenas5dogs@aol.com' <sheenas5dogs@aol.com>
Sent: Fri, Aug 5, 2016 09:55 AM
Subject: RE: Lemmon Valley Road Easement

Good Morning, I wanted to let you and your dad know that I am inviting folks to a tailgate discussion next Wednesday (the 10th) at 5:30 to talk about the public access to the federal lands west of the subdivision. I'll be at the corner of Oregon and Chesapeake. I'll throw some water and sodas in a cooler as well. This is an informal discussion but I think it is important to keep everyone in the loop and to also let everyone know pedestrian and horse access will be perpetuated. Please let your neighbors know. Thanks, Dwayne

Dwayne Smith, P.E.
Engineering and Capital Projects Director/County Engineer
Washoe County Community Services Department
desmith@washoecounty.us | o 775.328.2043 | c 775.813.6942 | 1001 E. Ninth St., Bldg. A, Reno, NV 89520

Connect with us: www.washoecounty.us | Facebook | Twitter | cMail

-----Original Message-----

From: sheenas5dogs@aol.com [mailto:sheenas5dogs@aol.com]
Sent: Saturday, July 30, 2016 10:20 PM
To: Smith, Dwayne E.
Subject: Lemmon Valley Road Easement

Hello,

This is Sheena Combe, you responded to my message regarding this issue and I gave your number to my dad who I feel could explain this situation my neighborhood is having with this easement, the homeowners who the county gave the easement to, and the no return phone calls/ no information from the county regarding this issue. Everyday people try that easement and can't now, and now the homeowners who now "own" that easement have put up no trespassing signs due to the amount of people who still try to use that because having access to BLM land was a selling feature to alot of people out here. My dad called your numbers which you provided, for the last two days and no response so far. This is why the neighborhood feels like the county is avoiding the subject and why we feel a petition is needed because multiple neighbors of mine have asked if we have heard anything from you yet, and when we tell them no, they are getting frustrated because this is the same issue they are having when trying to talk about this easement.

My dad's number is 775-303-8097, and he would really like to talk to you regarding this issue.

Thanks,
Sheena Combe

Feb. 1, 2019

Re: George and Donna Pizarro

To whom it may concern;

My name is Douglas Souza and I have been a neighbor of George and Donna for the past 12 years, in this time I have developed a deep appreciation for their friendly disposition and upstanding neighbor-ly ways. Through their willingness to help whomever needs to being supportive and understanding towards the plight of their neighbors and their community. George and Donna, both, retired from the US armed forces understand the meaning of doing right by others.

I am writing this regarding their out buildings; under no circumstances do I feel they are a blight, eyesore, or a hazard to me as their neighbor, furthermore, I have spoken with George about one of them because I like the way it looks compared to a freight container (my other option).

At one point we all moved out to Lemmon to get away from the rush of city living and the over stretching arm of associations and CCR's, however, it appears, in the case of George and Donna, the county has overreached and taken over for the very uncontrollable associations many of us have moved away from.

Long and short, the outbuildings on their property do not bother me in AT ALL, as stated above, I am considering purchasing one myself.

Thank you for your time;

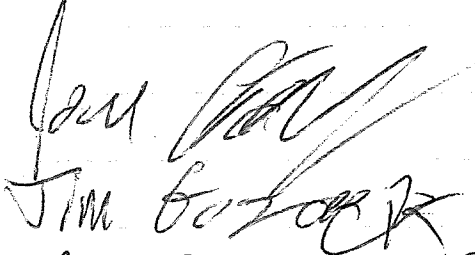
A handwritten signature in black ink, appearing to be 'Douglas Souza', with a long horizontal line extending to the right.

Douglas Souza

11920 Chesapeake Dr.

To whom it may concern:

ON most days of the year I walk past the residence of George and Donna Pizzaro at 11945 Chesapeake Drive in Lemmas Valley, Nevada. The house and all of the out-buildings appear to be of high quality, clean and well kept and pleasant appearance, not at all offensive.


JIM G. CLARK
January 31, 2019

2019

Rhae Testa

To Whom It May Concern,

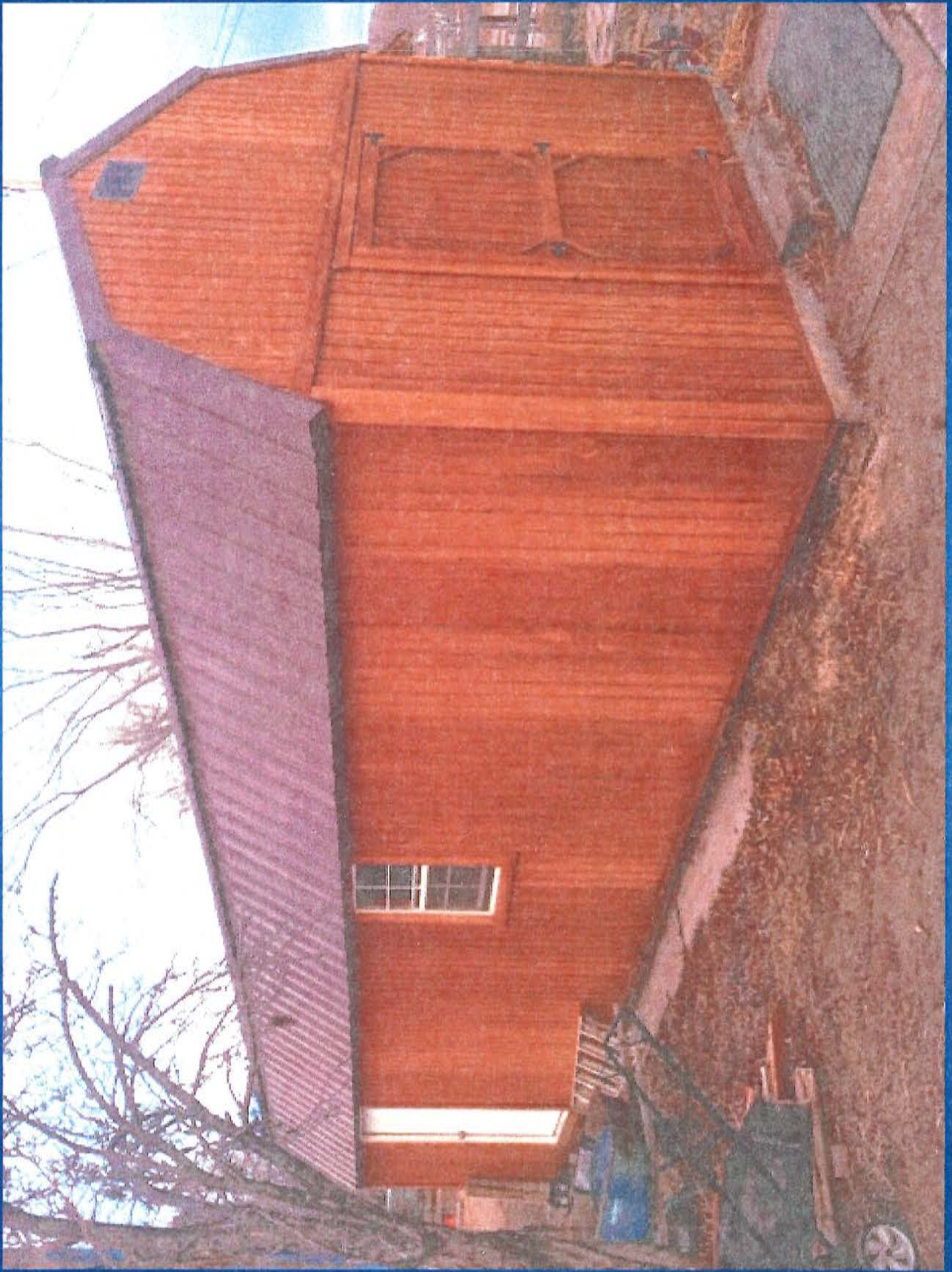
I am a Lemmon Valley neighbor who lives down the road from the Pizarro house. Since they moved into the house the property upkeep has improved exponentially. I like the look of the storage units, corrals, and run-in barns. The look is cohesive and tidy. I am in no way disturbed by their property appearance.

Best regards,

Rhae Testa
Deodar Way, Reno

George & Donna Pizarro

Citation Rebuttal for Code Violation
@ 11945 Chesapeake Dr



WVIO-BUI17-0106
EXHIBIT E



- ARTICLE 105 - PERMITS
- 100.105.1 Required. Any owner or authorized agent who intends to construct, enlarge, alter,
- repair, move, demolish, or change the occupancy of a building or structure,
- *This is an unoccupied pre-fabricated structure*

- 100.105.1 Required. Any owner or authorized agent who intends to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

- This is an unoccupied pre fabricated structure that has not been altered in any way to accommodate electrical, gas, mechanical or plumbing system nor is there any plan to cause such work to be done.

- OUTDOOR SECTION 110.306.35 or Storage/Outdoor Display.
- (c) Outdoor Storage of Commercial Vehicles.
No storage of commercial vehicles
- shall be allowed on any provisionally zoned parcel, unless specifically regulated
- in another section of this code.

- (1) Commercial Vehicles Defined. A commercial vehicle is defined as any
- vehicle designed, maintained or used for business, commercial,
- construction or industrial purposes that infringes on the residential
- character of residential districts;

- for the transportation of property in
- furtherance of commercial enterprise; or
- having more than two axles on
- the road; or, any vehicle in excess of 8,000 pounds unladen weight.

- No commercial vehicle is being stored on our property. The trailer does not have more than two axels nor does it exceed 8,000 lbs.
- The trailer is not connected to any plumbing or water.
- The trailer is not being used for any business activities

- Commercial vehicles includes, but is not limited to: a concrete truck,
- commercial tree-trimming equipment, construction equipment, dump
- truck, garbage truck, panel truck, semi-tractor, semi-trailer, stake bed
- truck, step delivery van, tank truck, tar truck, and other vehicles
- customarily used for commercial or industrial purposes

- We have made numerous attempts to obtain information regarding our situation. To this point it is still not clear what we are in violation of.
- Additional sections mentioned
- Nuisance Code- Sections 50.300 to 50.310
- We do not feel this is applicable

- Property is not an attraction to children, vagrants, criminals or other unauthorized persons
- Property does not meet the definition of Blight, disrepair or unusable
- Poses no risk or danger to community

- Your personal information (specifically, your name, address, and phone number) becomes part of the public record pertaining to the compliance case and will be released as part of the case file when fulfilling a public records request from a citizen. In certain cases, your personal information may be treated as sensitive information if the compliance case is being handled through the criminal enforcement process. In these types of cases, your information will not be released pursuant to a public records request until the case is closed.

- Your personal information (specifically, your name, address, and phone number) becomes part of the public record pertaining to the compliance case and will be released as part of the case file when fulfilling a public records request from a citizen.
- Why were we denied release of the complainents name when the county code allows for this as part of public record.
- **Washoe County Code Compliance Planning & Building Division Community Services Department**
- **Page 3-section 4- How do I report a potential violation of the County's land use, business license and/or nuisance regulations?**

- Throughout this process we have repeatedly been directed to work with CEO Farmer to resolve this issue. On 12-18-2017 he advised us of a violation and directed us to have both detached accessory structures permitted. The documentation given called out Article 105-Permit- 100.105.1. We did not believe this was applicable but tried to comply with his direction and have the structures permitted.

- Since then we have repeatedly been denied permits
- Because we do not agree or understand why we're in violation and are simply exercising our right to appeal we are being made to deal with a very stressful and unpleasant situation

- We are also confused how the county can decide to not follow code regarding releasing the name of the person filing the complaint when we followed the request process
- (1-29-2019).
- Who decides which codes to follow and which do we ignore?

- Washoe County Code Enforcement Planning & Building Division Community Services Department December 2018

Ten Commandments of Code Enforcement mindful of the public trust bestowed upon Code Enforcement Officers (CEOs), has adopted ethical and moral standards of conduct as a guide for the County's CEOs. These standards endeavor to exemplify the highest principles of ethics for the CEOs as they enforce County Codes relative to building, grading, land use, licensing, and/or public nuisances. Washoe County Code Enforcement recognizes that adherence to these principles will foster public confidence, respect, and trust in the CEO's performance of official duties and for the CEO as an individual. Therefore, a CEO shall:

- 1. Uphold the Constitutional rights of our customers while following the applicable regulations contained in the Nevada Revised Statutes and Washoe County Code.
- 2. Be ever vigilant to protect and preserve the public health, safety, and welfare of the citizens in the multitude of Washoe County communities.
- 3. Uphold the highest standards of fairness, integrity, and honesty.
- 4. Obey the rules and regulations of Washoe County.
- 5. Refrain from any and all conduct that may bring disfavor upon the County, the Community Services Department, and the Code Enforcement profession.

- **6. Never permit prejudices or personal relationships to unfairly influence professional decisions.**
- **7. Place the needs of the public before personal needs, when in the performance of official duties.**
- **8. Conduct investigations courteously and impartially.**
- **9. Never accept any special favor or gratuity.**
- **10. Strive to continue education and training throughout his/her career, thereby providing the highest quality of professional services to the citizens of unincorporated Washoe County.**

- In closing, it is our understanding that if this is going to continue moving forward then the person(s) making the anonymous complaints shall be named and be part of the public record. We also believe this is a form of retaliation from an event steaming from August 2016. If selective enforcement is complaint driven and a part of the counties governing body is being used to intimidate and retaliate against citizens this is extremely concerning.

- Violation of a home-based business license requirement or development standard.

Nuisance violations typically include:

- Outdoor storage of junk vehicles, building material, appliances, and/or debris in public view.
- Maintenance of a property in such a state of disrepair or deterioration that could cause damage to other property or improvements, or cause or contribute to blight and a substantial reduction in the value of neighboring properties.
- Excessive foliage and/or other nuisance conditions on the exterior of any foreclosed residential property.

3. I did not see my complaint on the types of Code violations enforced by the Planning & Building Division. Who do I contact for other types of County Code violations?

Frequently, the Division receives complaints on other types of County Code violations of which the CEOs have no authority to either investigate or enforce. The following complaints may be registered on-line at onenv.us or by telephone at the number provided.

- Solid waste, trash, refuse, rubbish and/or garbage on a property (Health District at 775.328.2434).
- Vector problems (e.g., rodents or mosquitoes) on a property (Health District at 775.328.2434).

The following County agencies should be contacted directly by telephone at the number provided for the following complaints:

- Animals at large or noisy animals (Regional Animal Services at 775.322.3647).
- Junk vehicles on public roads (Sheriff's Office at 775.328-3001).
- Noise from off-road vehicles; or any off-road vehicle operating within 1,000 feet of a residence (Sheriff's Office at 775.328.3001).
- Trespassers on a foreclosed property (Sheriff's Office at 775.328.3001).
- Obstructing a public road or trail (Sheriff's Office at 775.328.3001).
- Overgrown vegetation or weeds (Truckee Meadows Fire Protection District at 775.326.6000 or North Lake Tahoe Fire Protection District at 775.831.0351).

4. How do I report a potential violation of the County's land use, business license and/or nuisance regulations?

There are several methods to report a land use, business license, or nuisance code violation or complaint:

- On-line at the ONE Regional Licensing and Permits Portal.
- Call the Code Compliance hotline at 775.328.6106;
- Visit the Community Services Department information counter (located on the second floor of Building A, Washoe County Administration Complex, 1001 East Ninth Street in Reno): **OR**,

- Mail a letter to: Washoe County Community Services Department, Planning & Building Attn: Code Compliance, PO Box 11130, Reno, Nevada 89520-0027;

Washoe County encourages you to use the on-line complaint portal. If you cannot report the complaint on-line, then please provide the following information:

- Your name, address, and phone number,
- The address of the potential violation,
- The violator's name, if known,
- The type(s) of violation(s); and,
- Any details that might assist the CEO when investigating the complaint.

You may report a complaint and remain anonymous; however, code compliance staff prefers to have your name, address, and phone number to initiate a compliance case. We will use your personal information to contact you if we have additional questions, to provide a status of the case, to notify you if we determine that the complaint is not within our jurisdiction (e.g., falls within the City's boundaries), or to notify you if the matter is not within our scope of authority.

Your personal information (specifically, your name, address, and phone number) becomes part of the public record pertaining to the compliance case and will be released as part of the case file when fulfilling a public records request from a citizen. In certain cases, your personal information may be treated as sensitive information if the compliance case is being handled through the criminal enforcement process. In these types of cases, your information will not be released pursuant to a public records request until the case is closed.

5. How quickly will a Code Compliance Officer respond to a complaint?

The Department's business standard requires a CEO visit the site of a potential violation within three business days after our offices receive the complaint. However, in the majority of complaint cases, the CEO will visit the property by the next business day.

6. How can I find out what action has been taken in response to my complaint?

You can check on the status of a complaint on-line at the ONE Regional Licensing and Permits Portal by searching on the address or Assessor's Parcel Number, or the complaint or violation case number (if known) of the subject (complaint) property. Alternatively, you can call the Code Compliance hotline at 775.328.6106 and provide staff with the address of the reported Code violation, or the complaint or violation case number (if known). Code Compliance staff is usually able to provide information on the complaint based on the information entered into the code compliance data base. Frequently, the CEO will also contact you directly to provide you with an update on the status or progress of the complaint.

WASHOE COUNTY PUBLIC RECORDS REQUEST FORM



All requests for public records will be responded to no later than the fifth business day after the request is received, in accordance with the provisions of Chapter 239 of Nevada Revised Statutes and Washoe County Resolution Adopting Public Records Policies and Procedures.

Please submit completed form to Fidel Salas fsalas@washoecounty.us and/or Washoe 311 washoe311@washoecounty.us.

This section should be completed by the Requester (optional)

Date of Request:	JAN 25, 2008
Name of Requester (Optional):	GEORGE PIZARRO JR.
Address:	11945 CHASAPPAKE DR. RENO NV. 89506
Telephone:	(775) 690-7747
Email:	gpizarro2200@ymail.com

Documents Requested (Please be as specific as possible and include names and dates of the documents if you know them. This will help us respond to your request as fast as possible.)

- | | |
|---------------------------------|-----|
| 1. ANONYMOUS COMPLAINT | 6. |
| 2. AGAINST 11945 CHASAPPAKE DR. | 7. |
| 3. | 8. |
| 4. | 9. |
| 5. | 10. |

Date Documents Needed By:	30 JAN 2019	AM <input checked="" type="checkbox"/>	PM <input type="checkbox"/>	Signature: (Optional)	<i>[Signature]</i>			
Copy Needed:	Yes: <input checked="" type="checkbox"/>	No: <input checked="" type="checkbox"/>	Certified Copy:	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	Electronic Copy:	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>

This section to be completed by the Department

Department Receiving the Request:	County Managers Office		
Actual Charge (if extraordinary use):	None		
Date Request Filled:	1/23/19	Employee Initials:	fs

Determination of Access if Document is not a known public record

District Attorney Referral	Access Granted (circle one)	
Date Sent:	Date Returned:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Reason for Denial (addendum if necessary):		

A copy of the form should be given to requester and Copy retained in department records.

Chism, Johnna

From: Spectate <notifications@sp43.com>
Sent: Friday, December 08, 2017 1:10 PM
To: Code-Enforcement
Subject: [Spectate] noreply@washoecounty.us submitted the form 'CSD Code Enforcement Complaint Form'

Follow Up Flag: Follow up
Flag Status: Flagged



Spectate Form Completion Alert

Dear Code-Enforcement@washoecounty.us,

The lead noreply@washoecounty.us has filled out the form **CSD Code Enforcement Complaint Form** for Washoe County.

Submitted form data (reply with email)

Email	noreply@washoecounty.us
Violator's Address	11945 Chesapeake Dr Reno NV 89506
Anonymous	I want to remain anonymous.
Comment	Home owner has brought in a mobile home job trailer and several large sheds. All without permits.

Hannon Hill Corp. - Spectate
3423 Piedmont Rd.
Suite 520
Atlanta, GA 30305

Chism, Johnna

From: Spectate <notifications@sp43.com>
Sent: Monday, November 27, 2017 9:20 AM
To: Code-Enforcement
Subject: [Spectate] noreply@washoecounty.us submitted the form 'CSD Code Enforcement Complaint Form'

Follow Up Flag: Follow up
Flag Status: Flagged



Spectate Form Completion Alert

Dear Code-Enforcement@washoecounty.us,

The lead noreply@washoecounty.us has filled out the form **CSD Code Enforcement Complaint Form** for Washoe County.

Submitted form data (reply with email)

Email	noreply@washoecounty.us
Violator's Address	11945 Chesapeake Dr. Reno NV 89506
Anonymous	I want to remain anonymous.
Comment	Home owner has added a mobilehome to property with power. Skirting has been added to hide wheels. A shed was also added that exceeds 200 sq Ft.

Hannon Hill Corp. - Spectate
3423 Piedmont Rd.
Suite 520
Atlanta, GA 30305

Appeals of an Administrative Hearing Officer's Decision to the Board of Adjustment

Washoe County Code (WCC) Section 110.910.15 *Enforcement Procedures* sets forth various enforcement procedures that may be utilized to enforce violations of any development regulation. WCC Section 110.910.15(d) *Administrative Enforcement Proceedings* provides an administrative enforcement option/procedure that enables an enforcement official to construe the violation of any provision in a development regulation as an administrative offense and pursue all procedures and remedies in WCC Chapter 125, *Administrative Enforcement Code*, subject to the following provisions:

- (1) Appeal to Board of Adjustment. Any aggrieved person may appeal a decision or order of an administrative hearing officer to the Board of Adjustment in accordance with the Rules of the Board of Adjustment.

WCC Chapter 125 provides administrative enforcement procedures that include a process for warnings and then escalating penalties if a violation is not corrected. These procedures also allow a violator that has received an administrative penalty notice to appeal the penalty to an administrative hearing officer in lieu of paying the penalty. The administrative hearing officer is then responsible for determining, based on the evidence presented and testimony provided at the hearing, if a violation of WCC occurred as alleged by the code enforcement officer. Administrative hearings are presided over by Washoe County Board of County Commissioner (BCC) appointed hearing officers. The hearings are informal in nature, and the hearing officer is vested by WCC Chapter 125 to dispose of the case which includes affirming, dismissing, remanding or modifying the administrative penalty notice. Hearings procedures are limited to two matters:

125.250 Administrative hearing procedures.

2. Matters and evidence to be considered at the hearing must be relevant to:
 - a. Whether the conditions described in the administrative penalty notice, stop activity order, or remediation order violate the Code, and in the case of an abatement notice, solely whether the cited violations are repeating or continuing without required compliance or remedy; and
 - b. Whether the enforcement official afforded the respondent due process by adhering to the notice requirements set forth in this administrative enforcement code.

WCC Section 110.910.15(i) *Appeals to the Board of Adjustment* further states that pursuant to NRS 278.310, an aggrieved person may appeal an interpretation or decision of an administrative hearing officer to the Board of Adjustment subject to the following provisions:

- (1) Notice. The administrative hearing officer's decision or order shall explain the right to appeal, the appeal procedure, and how to obtain forms.
- (2) Forms and Deadline. Unless a different time for appeal is provided in this article or another code or regulation, the appellant shall have twenty (20) calendar days from the date of service of the administrative hearing officer's decision to file an appeal. The appeal shall be prepared on forms provided by and shall be turned in to the Community Development Department or Building Official as the case may be. If an appeal is not received by the Community Development Department or Building Official by the deadline, the right to appeal is deemed waived, and the administrative proceeding may proceed.
- (3) The burden to establish appellant as an aggrieved party is on the appellant, and the appellant must in his/her appeal request establish by affidavit the nature and location

of his or her property interest and the manner in which the property interest will be affected by the decision being appealed. The Board of Adjustment shall first determine standing to bring the appeal, and may schedule a separate public hearing for that purpose.

- (4) Hearing Procedures. The timelines and procedures set out herein and the rules of the Board of Adjustment govern the appeal, except that following the public hearing, the Board of Adjustment shall either affirm, modify, reverse or remand the decision being appealed or any combination thereof, but may not award damages. A written order shall be prepared, executed by the Board of Adjustment Chair, and filed with the Secretary of the Board of Adjustment and a copy of the order shall be served on the appellant.
- (5) Judicial Review of Board of Adjustment Decisions. The appellant shall have twenty-five (25) days from the later of:
 - (i) Filing of the order with the secretary of the Board of Adjustment, or
 - (ii) The date the order is mailed to the appellant.
- (6) When a petition for judicial review is filed, the court rules shall govern the proceeding. This judicial review is in lieu of appeal to the Board as authorized by NRS 278.310 (3)(b).

WCC 110.912 *Establishment of Commissions, Boards, and Hearing Examiners* sets forth the powers and duties of the Board of Adjustment. WCC 110.912.10(j)(2) establishes matters that may be appealed to the Board or Adjustment and includes the following sub-section:

- (iii) A decision of an administrative hearing officer if an administrative enforcement proceeding is completed in accordance with Article 910 of the Development Code.

WCC 110.912.10(j)(6) and (7) provide the following parameters for Board of Adjustment review of appeals:

- (6) Record on Appeal; Additional Evidence. A record on appeal shall be prepared by the County (including either a transcript of or a copy of the recording of the proceeding, at the discretion of the Chairman of the Board) and the Board:
 - (i) Shall review the record on appeal and all evidence, testimony, documents, information and arguments introduced and the decision in the proceedings being appealed;
 - (ii) Shall afford all parties an opportunity to respond and present relevant and non-repetitious evidence and arguments on all issues being decided on appeal even if it is new evidence;
 - (iii) Shall conduct a public hearing, and hear and consider relevant information and comments by members of the public, even if they did not appear in the proceeding under appeal;
 - (iv) May consider, upon disclosure, information and comments communicated to Board members before the hearing; and
 - (v) May consider maps, adopted master plans to include area plans, and its own knowledge of conditions that exist.
- (7) Burden of Proof and Persuasion; Reasons for Reversal of Underlying Decisions; Limitations on Awards.

- (i) Decisions of administrative officials, hearing officers, and the technical review boards for building code and fire codes are presumed to be reasonable and lawful, and it is the burden of the appellant to persuade the Board otherwise.
- (ii) On an affirmative vote of a majority of the members present at the hearing, the Board may affirm the decision being appealed,
- (iii) On a majority vote of all its members [as required by NRS 278.300 (2)], the Board may reverse, modify or remand a decision if the decision:
 - (A) Was made contrary to the constitution, a statute, an ordinance or regulation, or the law of the case;
 - (B) Exceeds the jurisdiction or statutory authority of the deciding official or body;
 - (C) Was made on unlawful procedure;
 - (D) Is affected by an erroneous interpretation or other error of law;
 - (E) Is clearly erroneous in view of the reliable, probative and substantial evidence on the whole record, or
 - (F) Is arbitrary or capricious or characterized by abuse of discretion.
- (iv) The Board may not award, allocate or direct the payment of money damages, attorney's fees or costs of the proceeding to any party.