



Board of Adjustment Staff Report

Meeting Date: April 16, 2020

Agenda Item: 8D

ADMINISTRATIVE CASE NUMBER: WADMIN20-0002 (Mommies & Daddies Daycare)

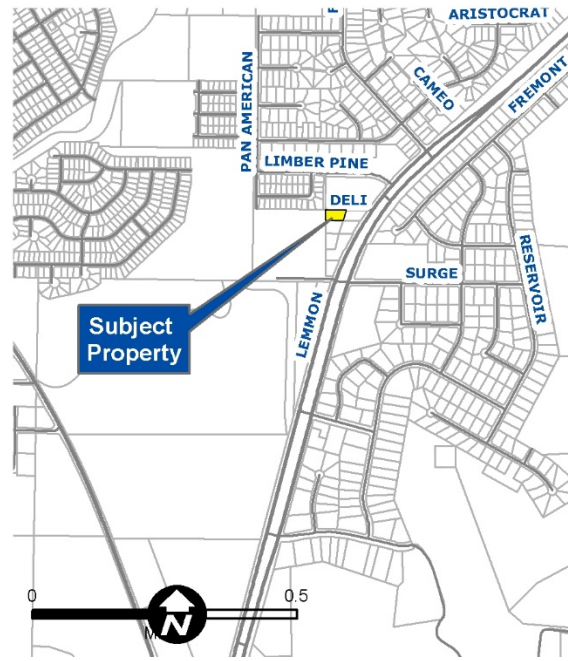
BRIEF SUMMARY OF REQUEST: To permit a child-care center to be established at 100 Deli Street

STAFF PLANNER: Planner's Name: Julee Olander
Phone Number: 775.328.3627
E-mail: jolander@washoecounty.us

CASE DESCRIPTION

For possible action, hearing, and discussion to approve a daycare center for 45 children 0 to 12 years old at 100 Deli Street in an existing 2,932 sq. ft. building.

Applicant/Property Owner:	Nikole Jacob-Jones
Location:	100 Deli Street
APN:	080-191-06
Parcel Size:	.045 acres
Master Plan:	Commercial (C)
Regulatory Zone:	General Commercial (GC)
Area Plan:	North Valleys
Citizen Advisory Board:	North Valleys
Development Code:	Authorized in Article 302 Article 304, Article 810
Commission District:	5 – Commissioner Herman



Vicinity Map

STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

POSSIBLE MOTION

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment approve Administrative Permit Case Number WADMIN20-0002 for Nikole Jacob-Jones, having made all five findings in accordance with Washoe County Code Section 110.808.25:

(Motion with Findings on Page 8)

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Exhibits Contents

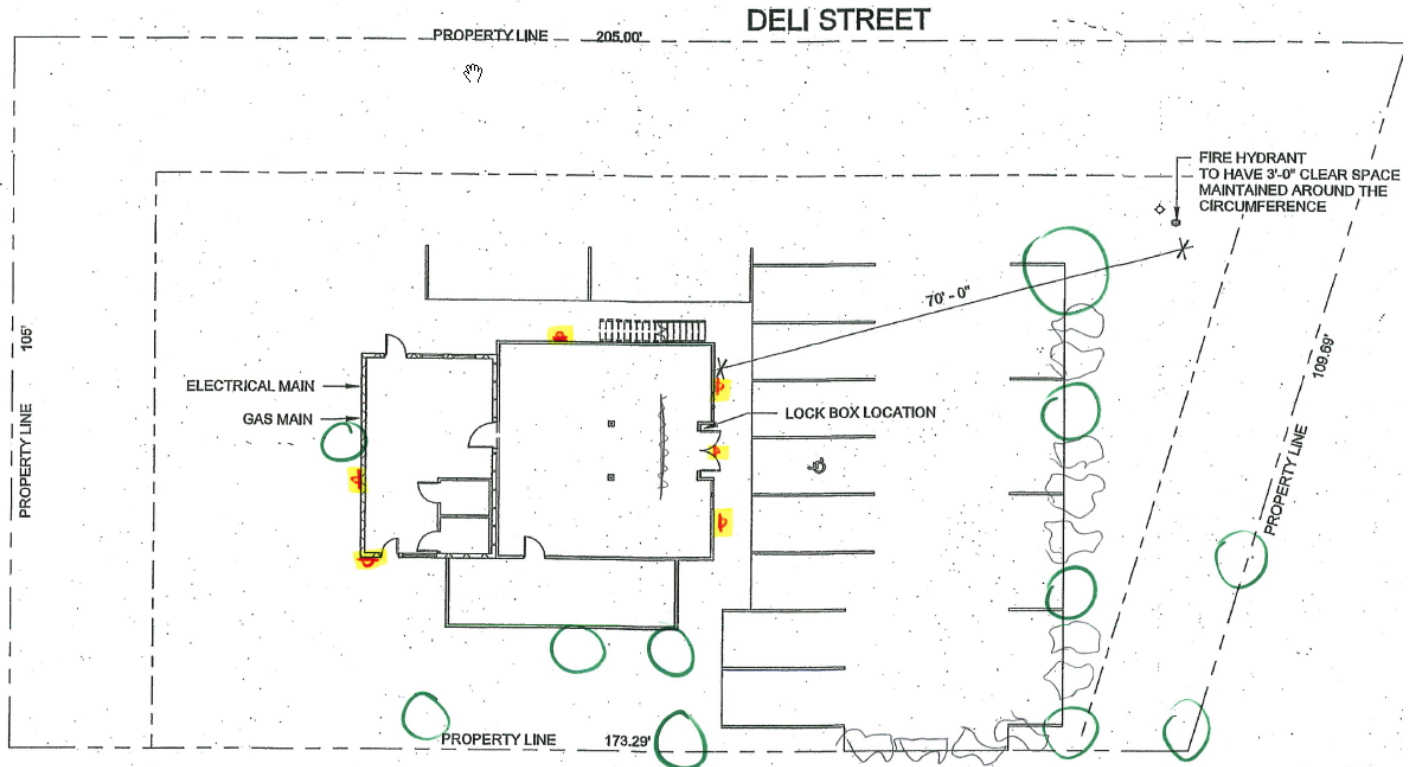
Conditions of Approval..... Exhibit A
Agency Review Letters Exhibit B
CAB Minutes Exhibit C
Noticing Map Exhibit D
Project Application Exhibit E

Administrative Permit Definition

The purpose of an administrative permit is to provide a method of review for a proposed use which possess characteristics that requires a thorough appraisal in order to determine if the use has the potential to adversely affect other land uses, transportation or facilities in the vicinity. The Board of Adjustment or the Hearing Examiner may require conditions of approval necessary to eliminate, mitigate, or minimize to an acceptable level any potentially adverse effects of a use, or to specify the terms under which commencement and operation of the use must comply. Prior to approving an application for an administrative permit, the Board of Adjustment must find that all of the required findings, if applicable, are true.

The conditions of approval for Administrative Permit Case Number WADMIN20-0002 is attached to this staff report and will be included with the action order, if approved

The subject property has a regulatory zone of General Commercial (GC). The Washoe County Development Code (WCC) Table 110.302.05.2 allows child daycare in GC with approval of an administrative permit.



Site Plan

Project Evaluation

The applicant is seeking approval of an administrative permit to allow the establishment of a child daycare center that will accommodate up to 45 children from ages 0 to 12 years old. The applicant has indicated that there is a need for more daycare facilities in the area. The existing 2,932 sq. ft two-story building will have the daycare on the first floor and the upstairs will be used for the daycare’s office. There have been different business in the building and the previous one was a church. There is some landscaping on the property, however per the Development Code Interpretation 04-1 states that, if the building is not being expanding more than 50% the applicant is not required to meet Washoe County landscaping requirements. There is parking on site and the applicant will need to meet the current parking requirements. The parking requirement is 1 off-street parking space for every 8 students and one parking space per employee during peak hours. The conditions of approval requires that the parking spaces are established before a business license is issued.





North Valleys Citizen Advisory Board (NVCAB)

This administrative permit was considered by the North Valleys CAB at their regular meeting of March 9, 2020. The CAB unanimously recommended approval of the request with very little discussion. The CAB minutes were not available at the time that the staff report was prepared. The comments made at the CAB meeting included:

- Concerns for traffic and dropping off of children
- Need for more daycare in the area

Reviewing Agencies

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

- Washoe County Community Services Department
 - Engineering and Capital Projects Division
 - Planning and Building Division
 - Water Rights Manager
- Washoe County Health District
 - Environmental Health Services Division
- Washoe County Sheriff
- Truckee Meadows Fire Protection
- Regional Transportation Commission

- City of Reno
- Washoe Storey Conservation District

Eight out of the nine above listed agencies/departments provided comments and/or recommended conditions of approval in response to their evaluation of the project application. A **summary** of each agency's comments and/or recommended conditions of approval and their contact information is provided. The conditions of approval document is attached to this staff report (see Exhibit A) and will be included with the Action Order.

- Washoe County Planning and Building Division addressed the conformance, landscaping, building permit and effective date.
Contact: Julee Olander, 775.328.3627, jolander@washoecounty.us
- Washoe County Planning and Building Division addressed the construction plans, building requirements and permit.
Contact: Dan Holly, 775.328.2027, dholly@washoecounty.us
- Washoe County Engineering and Capital Projects Division addressed the requirements for traffic and access to the site.
Contact: Mitchell Fink, 775.328.2050, mfink@washoecounty.us
- Washoe County Health District addressed the health requirements for the site.
Contact: James English, 775.328.2434 jenglish@washoecounty.us
- Washoe County Water Management addressed the requirements water will serve letter.
Contact: Vahid Behmaram, 775.954.4647 vbehmaram@washoecounty.us

Staff Comment on Required Findings

WCC 110.808.25 requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the administrative permit request. Staff has completed an analysis of the application and has determined that the proposal is in compliance with the required findings as follows.

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

Staff Comment: There are no policies or action programs within the North Valleys Area Plan that prohibit the establishment of a child daycare center in the General Commercial zone. For this reason, the use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valleys Area Plan.

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

Staff Comment: The child daycare center is proposed to be established within an existing commercial building, various agencies and departments reviewed the application and provide conditions that are necessary, to meet applicable Code requirements.

3. Site Suitability. That the site is physically suitable for child daycare center and for the intensity of such a development.

Staff Comment: The child daycare center is proposed to be established within an existing commercial building. All generally applicable code requirements will be required to be met, prior to approval of any building permits. The site is suitable.

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

Staff Comment: The proposed child daycare center is in a commercial area and is intended to serve the immediate neighborhood. The issuance of the permit is not significantly detrimental.

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

Staff Comment: There is no military installation in the area required to be noticed for this permit. Therefore, there is no detrimental effect.

Recommendation

After a thorough analysis and review, Administrative Permit Case Number WADMIN19-0002 is being recommended for approval with conditions.

Motion

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Board of Adjustment approve Administrative Permit Case Number WADMIN20-0002 for Nikole Jacob-Jones, having made all five findings in accordance with Washoe County Development Code Section 110.808.25:

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valley Area Plan;
2. Improvements. That adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, the proposed improvements are properly related to existing and proposed roadways, and an adequate public facilities determination has been made in accordance with Division Seven;
3. Site Suitability. That the site is physically suitable for child daycare *center* and for the intensity of such a development;
4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area;
5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Appeal Process

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

Applicant/Property Owner: Nikole Jacobs-Jones,
8945 Artesian Way
Reno, NV 89506

Email: mommiesanddaddies@yahoo.com



Conditions of Approval

Administrative Permit Case Number WADMIN20-0002

The project approved under Administrative Permit Case Number WADMIN20-0002 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on April 16, 2020. Conditions of approval are requirements placed on a permit or development by each reviewing agency. These conditions of approval may require submittal of documents, applications, fees, inspections, amendments to plans, and more. These conditions do not relieve the applicant of the obligation to obtain any other approvals and licenses from relevant authorities required under any other act or to abide by all other generally applicable codes, and neither these conditions nor the approval by the County of this project/use override or negate any other applicable restrictions on uses or development on the property.

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

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

Operational conditions are subject to review by the Planning and Building Division prior to the renewal of a business license each year. Failure to adhere to the operational conditions may result in the Planning and Building Division recommending that the business license not be renewed until conditions are complied with to the satisfaction of Washoe County.

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

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

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

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

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

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

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

Washoe County Planning and Building Division

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

Contact Name – Julee Olander, Planner, 775.328.3627, jolander@washoecounty.us

- a. The applicant shall attach a copy of the action order approving this project to all permits and applications (including building permits) applied for as part of this administrative permit.
- b. The applicant shall demonstrate substantial conformance to the plans approved as part of this administrative permit. Planning and Building shall determine compliance with this condition.
- c. The required parking spaces will be established before a business license is issued.
- d. The following **Operational Conditions** shall be required for the life of the business:
 - i. This administrative permit shall remain in effect until or unless it is revoked or is inactive for one year.
 - ii. Failure to comply with any of the conditions of approval shall render this approval null and void.
 - iii. The applicant and any successors shall direct any potential purchaser/operator of the site and/or the administrative permit to meet with Planning and Building to review conditions of approval prior to the final sale of the site and/or the administrative permit. Any subsequent purchaser/operator of the site and/or the administrative permit shall notify Planning and Building of the name, address, telephone number, and contact person of the new purchaser/operator within 30 days of the final sale.
 - iv. This administrative permit shall remain in effect as long as the business is in operation and maintains a valid business license.

Washoe County Engineering and Capital Projects

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

Contact Name – Mitchell Fink, 775.328.2050, mfink@washoecounty.us

- a. The A letter shall be obtained from the affected property owners granting permission for the proposed off-site parking use by the school on their property.
- b. Deli Street shall be improved to meet current County standards.
- c. The parking lot shall be brought up to current County standards in regard to striping, signage, safe accessibility, and ADA requirements.
- d. Regional Road Impact Fees will be assessed for the project with the issuance of a building permit.

Washoe County Building Division

3. The following condition is a requirement of Building, which shall be responsible for determining compliance with this condition.

Contact Name – Dan Holly, 775.328.2027, dholly@washoecounty.us

- a. This project will require a change of use to an E occupancy which will require the following:
 - i. A permit applied for by a NV licensed contractor or design professional.
 - ii. A floor plan indicating the sizes of each space as well as the use of each space.
 - iii. All doorway dimensions, as well as travel distances from the most remote point of each space to the exit door.
 - iv. A new certificate of occupancy will be issued prior to occupancy.
 - v. The remodel will need to comply with 2018 IBC (International Building Code) and NN Amendments.
 - vi. The room identified as 0-12 month old care area requires an exit door leading directly to the exterior of the building. Such door will require exit signage and the appropriate type of hardware to be installed in compliance with the 2018 IBC (International Building Code) and NN Amendments.
- b. The restrooms contain adequate fixtures however, they are required to be accessible. The additional water closet drawn in the women's restroom will not comply with the accessibility requirements of the code.
- c. All spaces are required to be properly conditioned by a listed and approved heat source. The 0-12 month old area may require additional heating.
- d. The second floor of this building cannot be used for day care purposes. Please identify the proposed use of such space.
- e. A rated separation is required between the day care and the unit above. This must be identified on the plans.
- f. If the applicant does not wish to add a second exit from the above referenced area, the building will require the installation of an alarm and suppression system and must contain a rated exit corridor.
- g. The permit application and plans must be submitted and approved at least 10 days prior to any inspection being scheduled.
- h. The remodel will need to comply with the adopted and applicable 2018 International Building Codes and NN Amendments (see Building web page) and federal accessibility standards.
- i. In addition to these items, an inspection of the entire space is required. Any items that are identified as a violation of the code will need to be resolved prior to occupancy.
 - i. All departments/divisions must have completed their plan review before corrections for this permit may be resubmitted. Please provide an itemized response letter addressing all outstanding corrections and referencing their location on revised drawings clearly marked with a cloud and delta #. All corrections must be submitted via the Building Program's front counter and not emailed or faxed.
 - ii. If emailing questions, please include your permit number in the subject line or it may not be expedited.

- iii. Applicants will need to insert corrected plan sheets and supplemental document pages into original sets at resubmittal. Only revised sheets/pages bearing requested corrections marked by cloud and delta will be accepted (completely new submittals will not be accepted). All replaced original sheets must be returned after slip sheeting to the Building Program in order to verify corrections.
- j. To check status of your permit, please go to: www.onenv.us and for guides, checklists and codes please visit: www.washoecounty.us/building

Washoe County Health District (WCHD)

- 4. The following condition is a requirement of the Health District, which shall be responsible for determining compliance with this condition. The District Board of Health has jurisdiction over all public health matters in the Health District. Any conditions set by the Health District must be appealed to the District Board of Health.

Contact Name – James English, 775.328.2434 jenglish@washoecounty.us

- a. The property needs to be connected to municipal sewer.
- b. The applicant needs to meet all WCHD regulations at the time of plan review and permit submittal.

Washoe County Water Management

- 5. The following condition is a requirement of the Water Management, which shall be responsible for determining compliance with this condition.

Contact Name – Vahid Behmaram, 775.954.4647 vbehmaram@washoecounty.us

- a. The applicant shall provide a will serve letter in support of the proposed project, or an acknowledgment letter from TMWA, the water supplier, indicating that sufficient water rights are available to the proposed project.

*** End of Conditions ***

Date: February 27, 2020

Permit #WADMIN20-0002 (1), Mommies and Daddies Day Care

Please provide the following information in order to complete your Building Plan Review process:

1. This project will require a change of use to an E occupancy which will require the following:
 - a. A permit applied for by a licensed contractor.
 - b. A floor plan indicating the sizes of each space as well as the use of each space.
 - c. All doorway dimensions, as well as travel distances from the most remote point of each space to the exit door.
 - d. A new certificate of occupancy will be issued prior to occupancy.
2. The room identified as 0-12 month old care area requires an exit door leading directly to the exterior of the building. Such door will require exit signage and the appropriate type of hardware to be installed.
3. The restrooms contain adequate fixtures however, they are required to be accessible. The additional water closet drawn in the women's restroom will not comply with the accessibility requirements of the code.
4. All spaces are required to be properly conditioned by a listed and approved heat source. The 0-12 month old area may require additional heating.
5. The second floor of this building cannot be used for day care purposes. Please identify the proposed use of such space.
6. A rated separation is required between the day care and the unit above. This must be identified on the plans.
7. If the applicant does not wish to add a second exit from the above referenced area, the building will require the installation of an alarm and suppression system, and must contain a rated exit corridor.
8. The permit application and plans must be submitted and approved at least 10 days prior to any inspection being scheduled.
9. In addition to these items, an inspection of the entire space is required. Any items that are identified as a violation of the code will need to be resolved prior to occupancy.

All departments/divisions must have completed their plan review before corrections for this permit may be resubmitted. Please provide an itemized response letter addressing all outstanding corrections and referencing their location on revised drawings clearly marked with a cloud and delta #. All corrections must be submitted via the Building Program's front counter and not emailed or faxed.

- a) If emailing questions, please include your permit number in the *subject line* or it may not be expedited.
- b) Applicants will need to insert corrected plan sheets and supplemental document pages into original sets at resubmittal. Only revised sheets/pages bearing requested corrections marked by cloud and delta will be accepted (complete new submittals will not be accepted). All replaced original sheets must be returned after slip sheeting to the Building Program in order to verify corrections.

To check status of your permit, please go to: www.onenv.us

For guides, checklists and codes please visit: www.washoecounty.us/building

[For Inspections, please visit the Washoe Building Inspection App: For Android phones at the Google Play Store, or for I-Phones at the Apple Store.](#)

Dan Holly, Plans Examiner Supervisor

Washoe County Community Services Department | Planning & Building Division

dholly@washoecounty.us | 775-328-2027 | 1001 E. Ninth St., Bldg. A, Reno, NV 89512



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Washoe-Storey Conservation District

Bret Tyler Chairmen
Jim Shaffer Treasurer
Cathy Canfield Storey app
Jean Herman Washoe app

1365 Corporate Blvd.
Reno NV 89502
775 857-8500 ext. 131
nevadaconservation.com

March 2, 2020

Washoe County Community Services Department

C/O Julee Olander, Planner

1001 E Ninth Street, Bldg A

Reno, NV 89512

R: WADMIN20-0002 (Mommies &Daddies Daycare)

Dear Julee,

In reviewing the administrative permit from Mommies &Daddies Daycare, the Conservation District has the following comments.

With five trees existing, we require planting five additional trees monitoring these trees for a three year period with photos sent to Washoe County and the Conservation District annually. If these five trees fail, replace them with the same size tree monitoring for a three year period with photos sent to the above agencies annually.

The Conservation District recommends the existing wood fence painted with an earth tone color.

As the site will require additional lighting, the applicant follows Washoe County code as it relates to dark sky illumination.

Thank you for providing us the opportunity to review the project that may have impacts on our natural resources.

Sincerely,

Tyler-Shaffer



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Engineering and Capital Projects

1001 EAST 9TH STREET
 PO BOX 11130
 RENO, NEVADA 89520-0027
 PHONE (775) 328-3600
 FAX (775) 328.3699

Date: March 2, 2020

To: Julee Olander, Planner, Planning and Building Division

From: Leo Vesely, P.E., Engineering and Capitol Projects Division

Re: Administrative Permit Case **WADMIN20-0002 – Mommies & Daddies Daycare**
 APN 080-191-06

GENERAL PROJECT DISCUSSION

Washoe County Engineering and Capital Project staff has reviewed the above referenced application. The Administrative Permit is to approve a Child Daycare facility for up to 45 children in an existing commercial building. The Engineering and Capital Projects Division recommends approval with the following comments and conditions of approval which supplement applicable County Code and are based upon our review of the application prepared by Nikole Jacobs-Jones, Owner. The County Engineer shall determine compliance with all the following conditions of approval.

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

GENERAL CONDITIONS

Contact Information: Leo Vesely, P.E. (775) 328-2041

There are no general engineering related comments.

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

Contact Information: Walter West, P.E. (775) 328-2310

There are no Drainage related comments.

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitchell Fink (775) 328-2050

1. A letter shall be obtained from the affected property owners granting permission for the proposed off-site parking use by the school on their property.
2. Deli Street shall be improved to meet current County standards.
3. The parking lot shall be brought up to current County standards in regard to striping, signage, safe accessibility, and ADA requirements.
4. Regional Road Impact Fees will be assessed for the project with the issuance of a building permit.



INTEGRITY



EFFECTIVE COMMUNICATION



QUALITY PUBLIC SERVICE

Subject: Mommies & Daddies Daycare – WADMIN20-0002
Date: March 2, 2020
Page: 2

UTILITIES (County Code 422 & Sewer Ordinance)

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

There are no utility related conditions of approval.

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

February 25, 2020

Washoe County Community Services
Planning and Development Division
PO Box 11130
Reno, NV 89520-0027

RE: Mommies & Daddies Daycare; 080-191-06
Administrative Permit Case; WADMIN20-0002

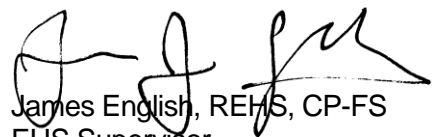
Dear Washoe County Staff:

The following conditions are requirements of the Washoe County Health District, Environmental Health Division, which shall be responsible for determining compliance with these conditions.

- a) Condition #1: The WCHD has no conditions or comments related to this application so long as the property is connected to municipal sewer.
- b) Condition #2: The WCHD will require the daycare to meet all WCHD regulations at the time of plan review and permit submittal.

If you have any questions or would like clarification regarding the foregoing, please contact James English, EHS Supervisor at jenglish@washoecounty.us regarding all Health District comments.

Sincerely,



James English, REHS, CP-FS
EHS Supervisor
Environmental Health
Washoe County Health District

From: [Coon, Don](#)
To: [Olander, Julie](#); [Holly, Dan](#)
Cc: [Coon, Don](#)
Subject: WADMIN20-0002
Date: Tuesday, March 03, 2020 2:40:13 PM
Attachments: [image001.png](#)

Julie,

I spoke with Dan Holly the other day regarding the comments for the new daycare in the old butchers shop. It was determined that the building needed some work to be used as a residential above and a day care below. The fire sprinklers that were on the plan and permit from 2014, for the remodel, did not get installed and neither did the fire separations that we discussed with the previous applicant. Most of the requirements for this day care proposal come out of the building code and a few out of the fire code. Under the MOU that Fire has with Building, it would appear that they will address the requirements on this project.

Thanks.

Don Coon, MCP

Fire Prevention Specialist II | Truckee Meadows Fire & Rescue

Dcoon@tmfpd.us | Office: 775.326.6077 | Cell: 775.360.8397 (24/7)

3663 Barron Way, Reno, NV 89511



"Committed to excellence, service, and the protection of life and property in our community"

From: [Angela Fuss](#)
To: [Olander, Julee](#)
Subject: Re: Agency Review
Date: Tuesday, March 03, 2020 1:26:07 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

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

Hi Julee,
Thank you for forwarding WADMIN20-0002 to City of Reno Community Development Department for review. The site is located outside of the City Sphere of Influence and we have no comments or conditions to add to the case.

Thank you
Angela

On Tue, Mar 3, 2020 at 11:33 AM Olander, Julee <JOlander@washoecounty.us> wrote:

Realized where this site is located is off Lemmon Drive that is in city of Reno. Please let me know if you have any comments/conditions for the attached special use permit application by 3/10/20.

Thank you,



Julee Olander

Planner|Community Services Department- Planning & Building Division

jolander@washoecounty.us | Office: 775.328.3627 | Fax: 775.328.6133

1001 E. Ninth St., Bldg A., Reno, NV 89512



Connect with us: [cMail](#) | [Twitter](#) | [Facebook](#) | www.washoecounty.us

--
Angela Fuss, AICP, Planning Manager
Community Development Department

WADMIN20-0002
EXHIBIT B

P.O. Box 1900
Reno, NV 89505
(775) 399-3541

CONFIDENTIALITY NOTICE: This e-mail transmission, and any documents, files or previous e-mail messages attached to it may contain confidential information that is also legally privileged. If you are not the intended recipient, or a person responsible for delivering it to the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of any of the information contained in or attached to this transmission is prohibited. If you have received this transmission in error, please immediately notify the sender and immediately destroy the original transmission and its attachments without reading or saving in any manner. Thank you.



WASHOE COUNTY
COMMUNITY SERVICES
INTEGRITY COMMUNICATION SERVICE

P.O. Box 11130
Reno, Nevada 89520-0027
Phone: (775) 328-3600
Fax: (775) 328-3699

February 26, 2020

TO: Julee Olander, Planner, CSD, Planning & Development Division

FROM: Vahid Behmaram, Water Management Planner Coordinator, CSD

SUBJECT: Administrative Permit Case Number WADMIN20-0002 (Mommies & Daddies Daycare)

Project description:

The applicant is proposing to approve a daycare facility for 45 children at 100 Deli Street in an existing 2,932 sq. ft. building. Project located at 100 Deli Street, Assessor's Parcel Number: 080-191-06.

The Community Services Department (CSD) recommends approval of this project with the following Water Rights conditions:

Applicant shall provide a will serve letter in support of the proposed project, or an acknowledgment letter from TMWA, the water supplier, indicating that sufficient water rights are available to the proposed project.

From: [Gil, Donald](#)
To: [Olander, Julee](#)
Subject: FW: February Agency Review Memo
Date: Monday, February 24, 2020 4:42:17 PM
Attachments: [February Agency Review Memo.pdf](#)
[image001.png](#)
Importance: High

Julee,

I have reviewed item #1 and the Washoe County Sheriff's Office Patrol Division does not have any concerns or issues with that project.

Thank you,

Don

Don Gil

Captain – Patrol Division

911 Parr Blvd. Reno, NV 89512

Desk: 775-328-3354

Email: dgil@washoecounty.us

Web: www.WashoeSheriff.com

From: Fagan, Donna <DFagan@washoecounty.us>

Sent: Monday, February 24, 2020 3:17 PM

To: Gil, Donald <DGil@washoecounty.us>

Subject: February Agency Review Memo

Captain Gil,

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

You've been asked to review items #1, #3, #4, #5, #6, #7 and #8. Click on the highlighted item descriptions for a link to the application.

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

Thank you,

Donna

Donna Fagan
Planning and Building Division | Community Services Department

WADMIN20-0002
EXHIBIT B



dfagan@washoecounty.us | Office: 775.328.3616
1001 E. 9th Street, Reno, NV 89521



NORTH VALLEYS CITIZEN ADVISORY BOARD

DRAFT: Approval of these draft minutes, or any changes to the draft minutes, will be reflected in writing in the next meeting minutes and/or in the minutes of any future meeting where these minutes are approved by the CAB. Minutes of the regular meeting of the North Valleys Citizen Advisory Board held **March 9, 2020**, at the North Valleys Regional Park – Community building, 8085 Silver Lake Road, Reno, NV.

1. *CALL TO ORDER/DETERMINATION OF QUORUM - The meeting was called to order at 6:03 p.m. by Pat Shea. A quorum was present.

Present: Kenji Otto, Rob Pierce, Pat Shea, Teresa Aquila, Wes Johnson, Roger Edwards

Absent: Craig Durbin (alternate)

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

3. *PUBLIC COMMENT –

Denise Ross spoke on behalf Tammy Holt-Still read from a prepared statement which is included below: Cold Springs is another Closed Basin with Whites Lake full. Why?

It was NOT "Unprecedented" precipitation as Washoe County and City of Reno has tried to lead everyone to believe. The Last three years are as follows per Reno/Stead Airport: 2017 12.31 inches; 2018 9.56 inches; 2019 11.22 inches. Per the airport the average is 10.35 inches. Those are not unprecedented.....

It's because of all of the high-density development around the lake and rapid infiltration of the Cold Springs sewer plant.

The flooding of Whites Lake will only increase if high density development continues either by it being homes or commercial development.

There is also the issue of water rights for this development or any other.

Washoe County and the City of Reno have destroyed the ECO balance.

Another Swan Lake on the way with no fix.

Thank you for your time.

Tammy Holt-Still

Lemmon Valley Swan Lake Recovery Committee

775 450-1204

There were no more requests for public comment. Pat Shea closed the public comment period.

4. APPROVAL OF AGENDA FOR THE MEETING OF MARCH 9, 2020– Teresa Aquila moved to approve the agenda for the meeting of **MARCH 9, 2020**. Roger Edwards seconded the motion to approve the agenda. The motion carried unanimously.

5. APPROVAL OF THE MINUTES FOR THE MEETING OF January 13, 2020 - Roger Edwards moved to approve the meeting minutes of **January 13, 2020**. Teresa Aquila seconded the motion to approve the meeting minutes. The motion carried unanimously.

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

6.A. Administrative Permit Case Number WADMIN20-0002 (Mommies & Daddies Daycare) - Request for community feedback, discussion and possible action to forward community and Citizen Advisory Board comments to Washoe County staff on a request for a daycare facility for 45 children at 100 Deli Street in an existing 2,932 sq. ft. building. (for Possible Action)

- Applicant\Property Owner: Nikole Jacob-Jones
- Location: 100 Deli Street
- Assessor's Parcel Number: 080-191-06
- Staff: Julee Olander, Planner, (775) 328-3628; jolander@washoecounty.us
- Reviewing Body: Tentatively scheduled for the Board of Adjustment on April 2, 2020

Nichole Jacobs Jones, owner, said she currently owns a daycare located in Sparks for 7 years which is licensed for 99 kids. She said the one on the Deli Street will be licensed for half the amount of kids. She said this will be a preschool for kids ages 0-12. She said families travel from Cold Springs, Lemmon Valley for day care. She would like to offer this service for our community. She said we hope to have a meal program.

Julee Olander, Washoe County Planner, said this location is currently zoned GC which requires administrative review for this use type. It's an opportunity for the board and staff to review if the facility meets the needs. She said the owner needs the admin permit to get a business license.

Teresa Aquila asked about access with 40 vehicles in and out to drop off and pick up the kids. Julee Olander said traffic engineer is reviewing it. She added this space was previously used by a church. Teresa Aquila asked if any homeowners in the area had any resistance. Julee Olander said it's located with other commercial.

Nichole Jacob Jones said drop off is usually around 6-6:30 and sporadic throughout the day; she said there won't be 40 cars in the parking lot at one time. It might be a busy during pick up time. She said she doesn't see parking being a big issue. She said she will get permission from the strip mall for overflow parking when necessary.

Kenji Otto asked about the space upstairs. Nichole Jacob Jones said she hopes to have employee meetings, office space, break room, washer and dryer. It won't be rented out.

Public comment:

Denise Ross said this is really needed in the area; to have someone experienced is beneficial. We need responsible and experienced care takers.

There were no further requests for public comment. Pat Shea closed the public comment period.

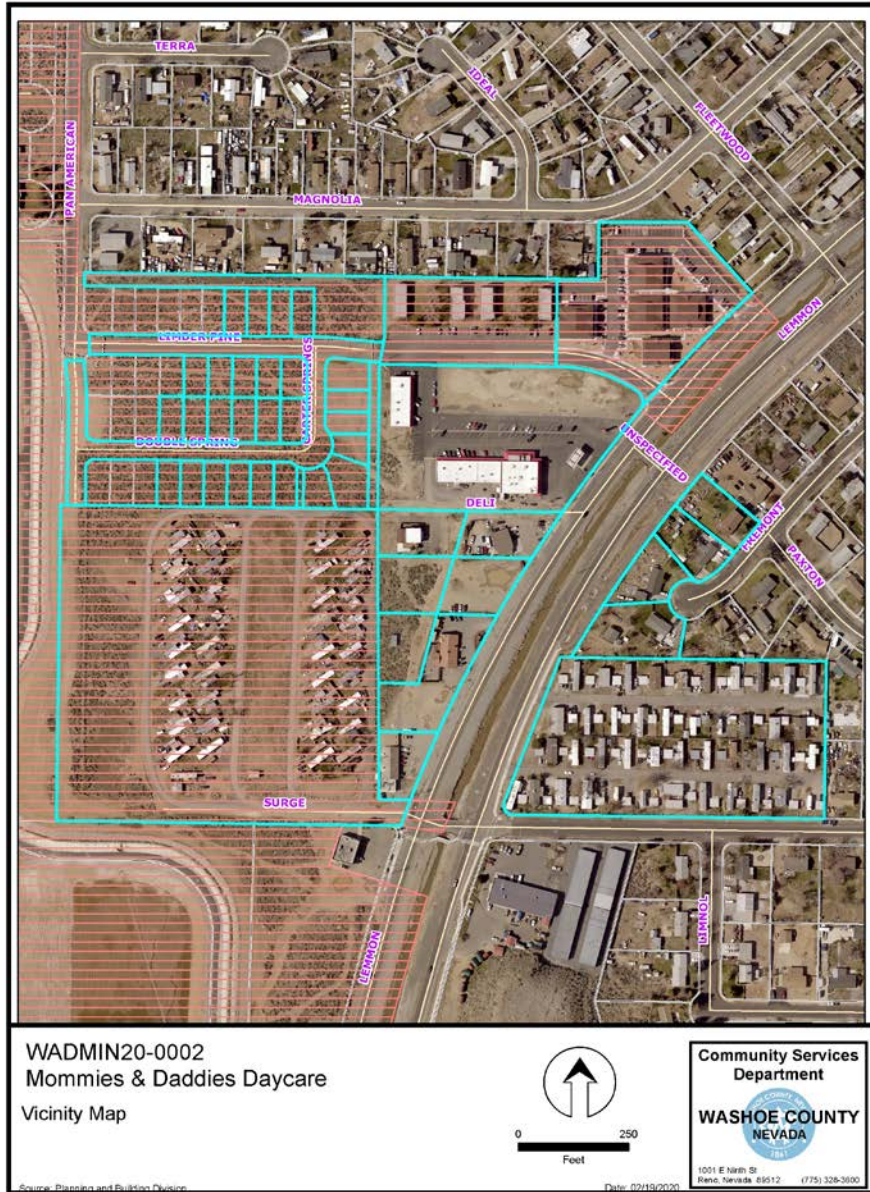
MOTION: Roger Edwards moved to recommend approval of Administrative Permit Case Number WADMIN20-0002. The motion was seconded by Kenji. The motion passed unanimously.

Adjournment – meeting adjourned at 6:32 p.m.

CAB members: 6
Staff members: 1
Elected officials: 0
Public Members: 25

Public Notice

Washoe County Code requires that public notification of an Administrative Permit be mailed to a minimum of 30 separate property owners within a minimum 500 foot radius of the subject property a minimum of 10 days prior to the public hearing date. This proposal was noticed within a 500-foot radius of the subject property, noticing 53 property owners a minimum of 10 days prior to the public hearing date.



Public Notice Map

Administrative Permit Case Number WADMIN20-0002

WADMIN20-0002



Community Services Department

Planning & Building Division

Date: October 3, 2019

ZONING INFORMATION

According to records available at the Washoe County Community Planning and Building Division, as of October 3, 2019, the property located at 100 Deli Street (Assessor's Parcel Number 080-191-06) has a regulatory zone of General Commercial (GC).



Washoe County Treasurer
 P.O. Box 30039, Reno, NV 89520-3039
 ph: (775) 328-2510 fax: (775) 328-2500
 Email: tax@washoecounty.us

Washoe County Treasurer
 Tammi Davis

Bill Detail

[Back to Account Detail](#)

[Change of Address](#)

[Print this Page](#)

Washoe County Parcel Information

Parcel ID 08019106	Status Active	Last Update 12/6/2019 2:07:45 AM
Current Owner: JACOBS-JONES, NIKOLE E 100 DELI ST A RENO, NV 89506	SITUS: 100 DELI ST WASHOE COUNTY NV	
Taxing District 4000	Geo CD:	
Legal Description		
Township 21 Section 34 Range 19 SubdivisionName _UNSPECIFIED Lot Block		

Installments

Period	Due Date	Tax Year	Tax	Penalty/Fee	Interest	Total Due
INST 1	8/19/2019	2019	\$0.00	\$0.00	\$0.00	\$0.00
INST 2	10/7/2019	2019	\$0.00	\$0.00	\$0.00	\$0.00
INST 3	1/6/2020	2019	\$0.00	\$0.00	\$0.00	\$0.00
INST 4	3/2/2020	2019	\$0.00	\$0.00	\$0.00	\$0.00
Total Due:			\$0.00	\$0.00	\$0.00	\$0.00

Tax Detail

	Gross Tax	Credit	Net Tax
Remediation	\$3.53	\$0.00	\$3.53
State of Nevada	\$104.38	(\$68.90)	\$35.48
Truckee Meadows Fire Dist	\$331.57	(\$218.86)	\$112.71
Washoe County	\$854.50	(\$564.04)	\$290.46
Washoe County Sc	\$699.05	(\$461.42)	\$237.63
Total Tax	\$1,993.03	(\$1,313.22)	\$679.81

Payment History

Tax Year	Bill Number	Receipt Number	Amount Paid	Last Paid
2019	2019082039	B19.142000	\$703.79	10/24/2019

Pay By Check

Please make checks payable to:
WASHOE COUNTY TREASURER

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

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

Change of Address

All requests for a mailing address change must be submitted in writing, including a signature (unless using the online form).

To submit your address change online [click here](#)

Address change requests may also be faxed to:
 (775) 328-3642

Address change requests may also be mailed to:
 Washoe County Assessor
 1001 E 9th Street
 Reno, NV 89512-2845

The Washoe County Treasurer's Office makes every effort to produce and publish the most current and accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use, or its interpretation. If you have any questions, please contact us at (775) 328-2510 or tax@washoecounty.us

This site is best viewed using Google Chrome, Internet Explorer 11, Mozilla Firefox or Safari.

Washoe County Development Application

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

Project Information		Staff Assigned Case No.: _____	
Project Name: Mommies & Daddies Preschool II			
Project Description: Second location for Mommies & Daddies Preschool, for 45 children.			
Project Address: 100 Deli St. Reno, NV 89506			
Project Area (acres or square feet): 2,000 sq ft for the buildign and 1/2 acre of land			
Project Location (with point of reference to major cross streets AND area locator): 100 Deli street in lemon valley, located behind Mikes Automotive			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
080-191-06	0.45		
Indicate any previous Washoe County approvals associated with this application: Case No.(s).			
Applicant Information (attach additional sheets if necessary)			
Property Owner:		Professional Consultant:	
Name: Nikole Jacobs-Jones		Name:	
Address: 8945 Artesian way		Address:	
Zip: 89506		Zip:	
Phone: 775-750-4835 Fax: 358-0531		Phone: Fax:	
Email: mommiesanddaddies@yahoo.com		Email:	
Cell: 775-750-4835 Other:		Cell: Other:	
Contact Person: Nikole Jacobs-Jones		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name: Mommies & Daddies Preschool		Name:	
Address: 1200 El Rancho Dr		Address:	
Zip: 89431		Zip:	
Phone: 775-358-0585 Fax:		Phone: Fax:	
Email: mommiesanddaddies@yahoo.com		Email:	
Cell: Other:		Cell: Other:	
Contact Person: Nikole Jacobs- Jones		Contact Person:	
For Office Use Only			
Date Received:	Initial:	Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Property Owner Affidavit

Applicant Name: Mommies & Daddies Preschool II

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

STATE OF NEVADA)
COUNTY OF WASHOE)

I, Nikole Jacobs-Jones
(please print name)

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

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

Assessor Parcel Number(s): 080-191-06

Printed Name Nikole Jacobs-Jones

Signed [Signature]

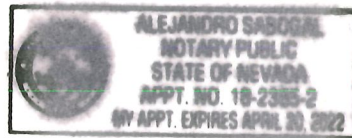
Address 8945 Artesian way

Reno NV 89506

Subscribed and sworn to before me this
6 day of December, 2019.

[Signature]
Notary Public in and for said county and state

My commission expires: April 20 2022



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

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

10. How many improved parking spaces, both on-site and off-site, are available or will be provided? (Please indicate on site plan.)

we have 14 parking spaces. plus additional parking off to the side of our building. We could use the shopping center if need be, as drop off and pick up are between 5-10 minutes.

11. What types of landscaping (e.g. shrubs, trees, fencing, painting scheme, etc.) are proposed? (Please indicate location on site plan.)

We already have trees that line our whole property, we would love to add more. We want to put up a wooden fence in the back yard, as well as turf. We want to paint the face of the school a fun preschool theme.

12. What type of signs and lighting will be provided? On a separate sheet, show a depiction (height, width, construction materials, colors, illumination methods, lighting intensity, base landscaping, etc.) of each sign and the typical lighting standards. (Please indicate location of signs and lights on site plan.)

We have existing lights on the outside, we just need time/money to improve them to the ones that are required. We will be having graphics unlimited create our sign.

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

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

14. Utilities:

a. Sewer Service	TMWA connected municipal
b. Water Service	TMWA connected municipal

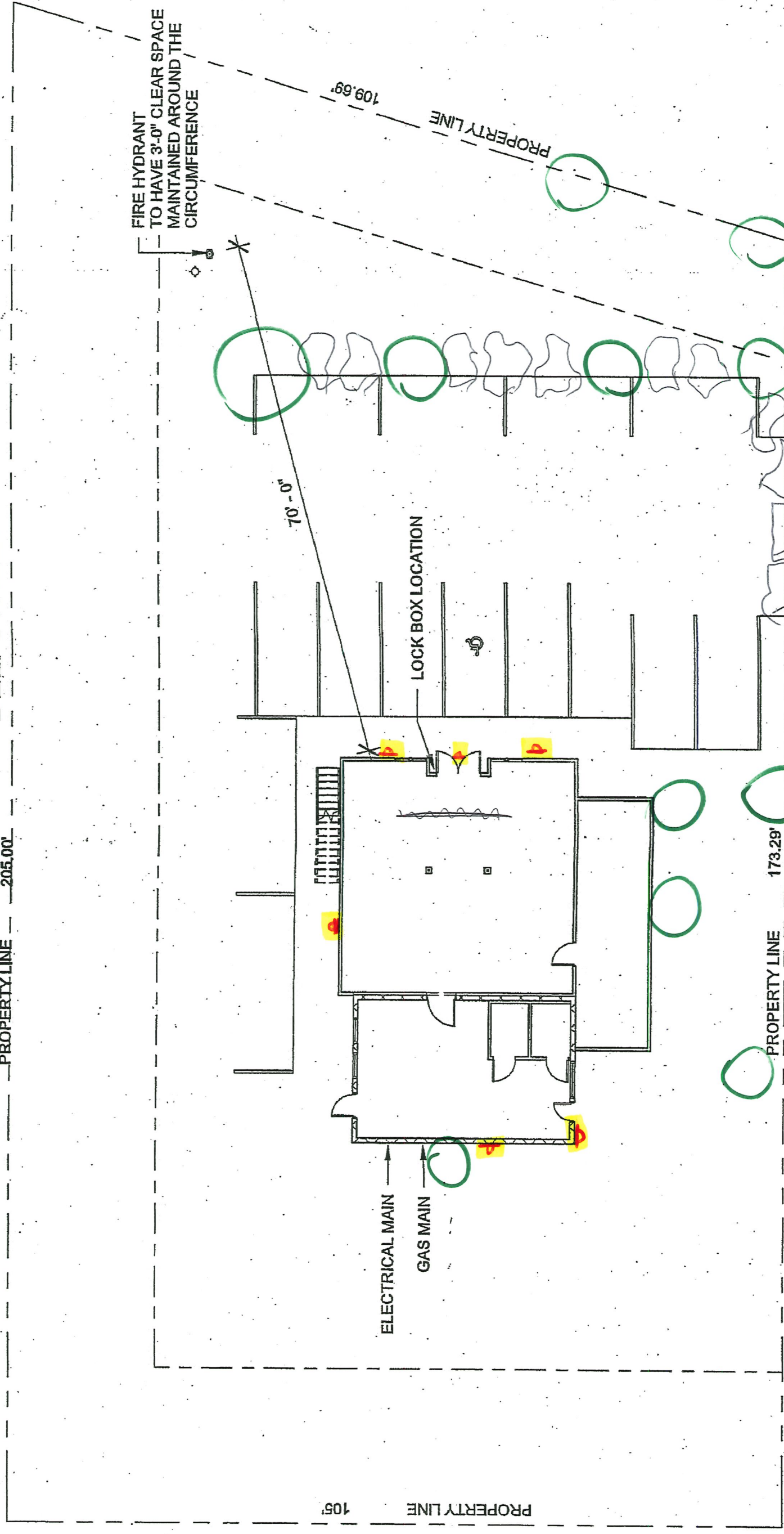
For most uses, the Washoe County Code, Chapter 110, Article 422, Water and Sewer Resource Requirements, requires the dedication of water rights to Washoe County. Please indicate the type and quantity of water rights you have available should dedication be required:

c. Permit #		acre-feet per year	
d. Certificate #		acre-feet per year	
e. Surface Claim #		acre-feet per year	
f. Other, #		acre-feet per year	

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

DELI STREET

PROPERTY LINE 205.00'



FIRE HYDRANT
TO HAVE 3'-0" CLEAR SPACE
MAINTAINED AROUND THE
CIRCUMFERENCE

70'-0"

ELECTRICAL MAIN

GAS MAIN

LOCK BOX LOCATION

PROPERTY LINE 105'

PROPERTY LINE 173.29'

109.69'

PROPERTY LINE



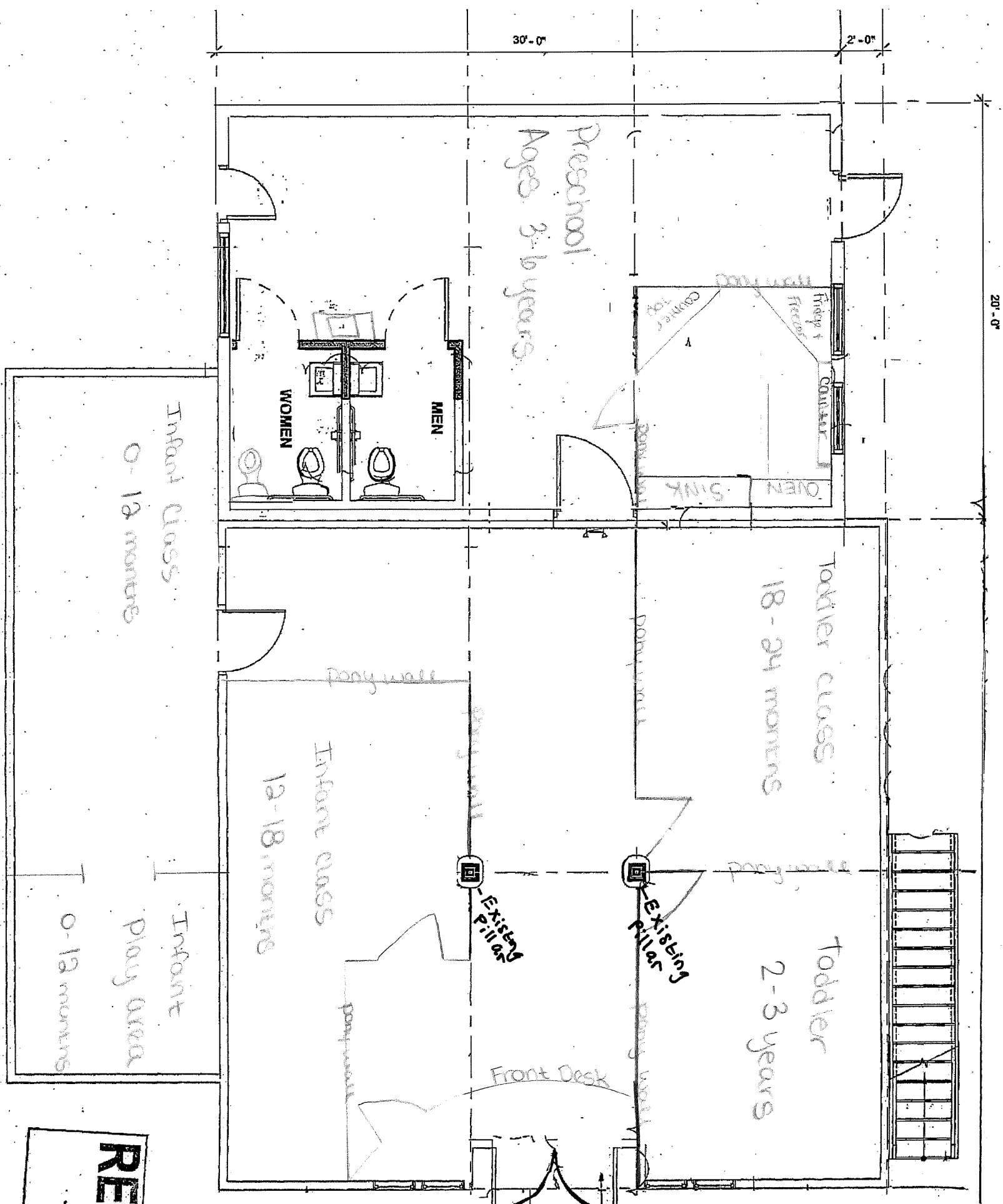
1 SITE PLAN
1/16" = 1'-0"

- outside lighting

- Sign for momies & daddies Preschool II - Metal, approx. 3'x4'

- Existing Trees

- Existing Builders



FLOOR PLAN

REVISED
JUN 11 2019

* The half walls to separate the class groups will be Angeles Baseboard. Sound sponge quiet dividers, or something similar.

* Social Services says with 3 toilets and 3 handwashing sinks we can house 40 children.