



Board of Adjustment Staff Report

Meeting Date: February 6, 2020

Agenda Item: 9C

SPECIAL USE PERMIT CASE NUMBER: WSUP19-0028 (Saving Grace Academy)

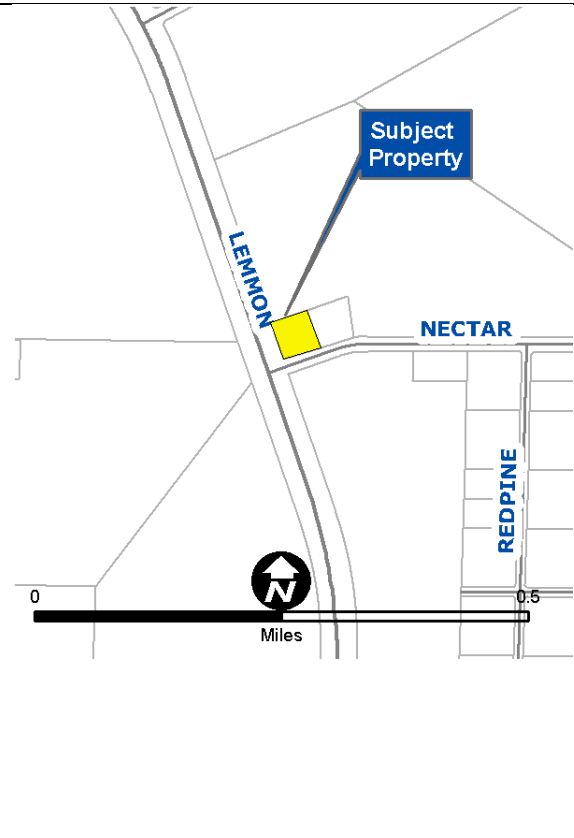
BRIEF SUMMARY OF REQUEST: For possible action, hearing, and discussion to approve a child daycare facility for up to 49 children within a 30 ft x 52 ft area of the existing footprint at New Life Assembly of God church.

STAFF PLANNER: Planner's Name: Dan Cahalane
Phone Number: 775.328.3628
E-mail: dcahalane@washoecounty.us

CASE DESCRIPTION

For possible action, hearing, and discussion approve a child daycare facility for up to 49 children within a 30 ft x 52 ft area of the existing footprint at New Life Assembly of God church.

Applicant:	Sue Wolcott-Whitten
Property Owner:	New Life Assembly of God
Location:	11000 Lemmon Drive, Reno, 89506
APN:	080-289-01
Parcel Size:	1.0 acre
Master Plan:	Suburban Residential
Regulatory Zone:	Medium Density Suburban
Area Plan:	North Valleys
Citizen Advisory Board:	North Valleys Citizen Advisory Board
Development Code:	Authorized in Article 302, Article 810
Commission District:	5 – Commissioner Herman



STAFF RECOMMENDATION

APPROVE

APPROVE WITH CONDITIONS

DENY

POSSIBLE MOTION

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Board of Adjustment approve with conditions Special Use Permit Case Number WSUP19-0028 for Saving Grace Academy, having made all five findings in accordance with Washoe County Code Section 110.810.30.

(motion on page 8).

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Special Use Permit

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

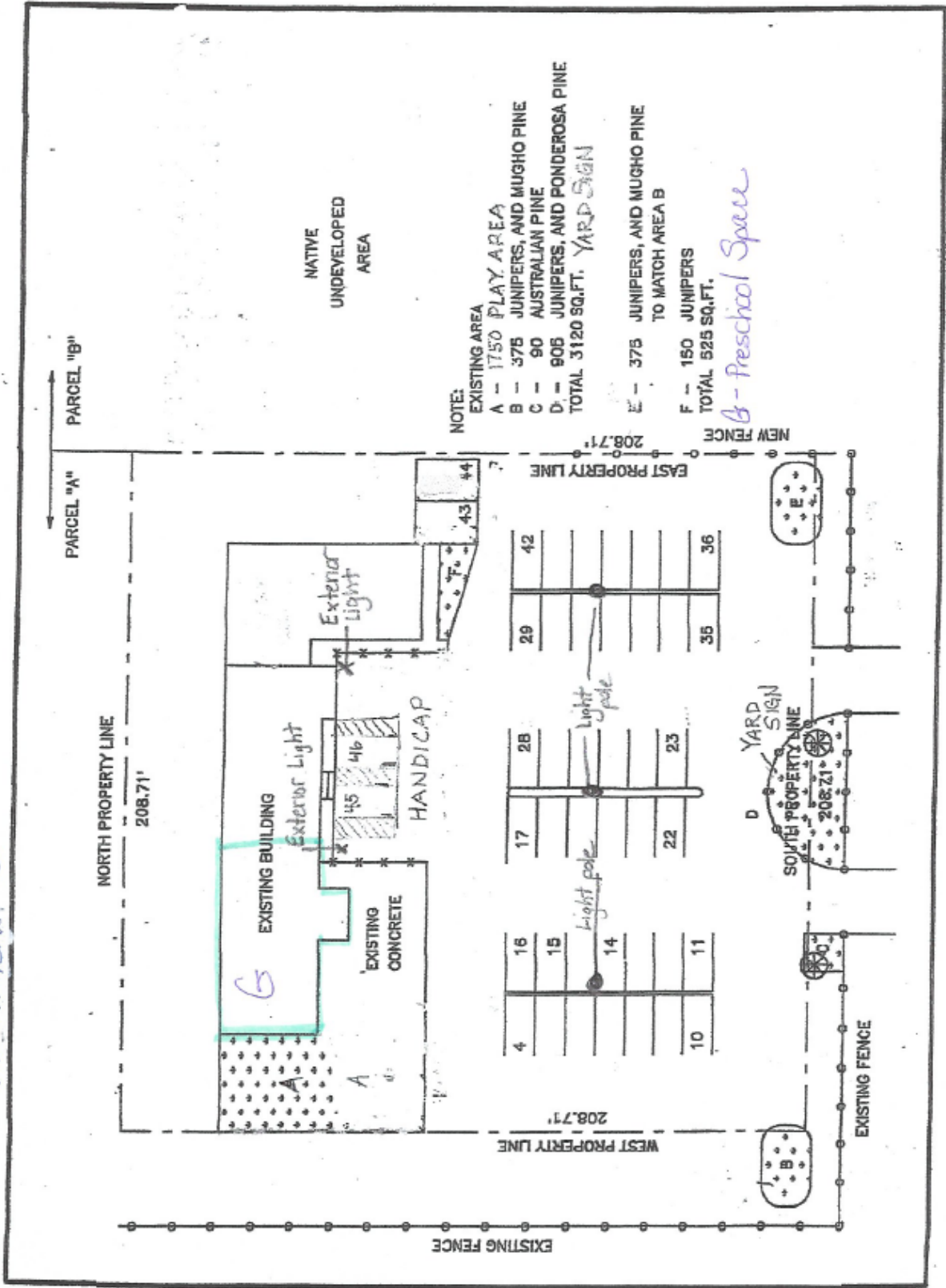
- Prior to permit issuance (i.e. a grading permit, a building permit, etc.)
- Prior to obtaining a final inspection and/or a certificate of occupancy on a structure
- Prior to the issuance of a business license or other permits/licenses
- Some conditions of approval are referred to as “operational conditions.”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

The conditions of approval for Special Use Permit Case Number WSUP19-0028 are attached to this staff report and will be included with the action order, if approved.

The subject property is designated as Medium Density Suburban (MDS). The proposed use of child daycare is permitted in MDS regulatory zone with a special use permit per WCC 110.302.05.2. Therefore, the applicant is seeking approval of this SUP from the Board of Adjustment.

Additionally, the SUP ordinance allows variances to be granted in conjunction with the approval process per WCC 110.810.20(e). The applicant is seeking a variance of landscaping and parking requirements. The Board of Adjustment will also be ruling on these requests.

Attachment C



Site Plan

Project Evaluation

Applicant proposes creating child daycare facility for up to 49 children with a maximum of 3 employees to be housed within a 30ft x 52ft (1560sf) area of the existing New Life Assembly of God Church at 11000 Lemmon Drive. The parcel is in a Medium Density Suburban (MDS) regulatory zone and is within an AE flood hazard zone (Swan Lake). The parcel does not have an elevation certificate.

A child daycare use is allowed within an MDS regulatory zone with a special use permit. The existing building is already within the required setbacks for an MDS regulatory zone. The property is bounded by Open Space regulatory zoning to the south and west, undeveloped land to the north (zoned MDS) and church property to the east.

The proposed hours of operation are from 6:30 a.m. to 6:00 p.m. in order to accommodate parent working needs. The applicant estimates that a maximum of 49 vehicles for pick up and drop off of children on site.

The existing parking lot contains 49 parking spaces with three lighting poles, 2 handicapped parking spaces, and no landscaping. The proposed use type requires 1 space per employee at peak shift and 1 space for every 8 students for a total of 11 spaces per WWC table 110.410.10.2. The current number of spaces is sufficient for the number of employees and students. The applicant is not required to update the current legal non-conforming parking and landscaping per WCC 110.904.35. and per interpretation 04-1 and WCC 110.412.50(e), as the proposed child daycare use will be within the current building footprint. However, the applicant must provide or prove that there is adequate lighting and handicapped parking spaces (2) within the parking area to protect the safety of the children it plans on serving. These conditions can be found in Exhibit A, Conditions of Approval.

North Valleys Modifiers

Section 110.208.35 Water Rights Dedication Requirements

(a) Lemmon Valley Hydrographic Basin. Proof of sufficient certificated water rights, or imported water rights for other hydrographic basins, or "will serve" letters when served by water purveyor, shall be submitted with the following applications for development: final division of land maps, final parcel maps, final subdivision maps, special use permits and applications for building permits in the Lemmon Valley Hydrographic Basin, whichever occurs first. Applications for development that do not demonstrate proof of adequate water resources to serve the proposed development shall be rejected.

Staff Comment: The application was routed to Washoe County's Water Resource Coordinator, who provided a memo to staff and recommended conditions of approval. The memo can be found as Exhibit B.

Section 110.208.40 Community Water and Sewer Service Requirements

(b) The Washoe County District Health Department and/or the Nevada Division of Environmental Protection may require immediate connection to a community sewer treatment service if their adopted regulations and local site conditions do not warrant the use of on-site sewage disposal systems.

(c) All new commercial and industrial development(s) requiring an on-site sewage disposal system tank capacity greater than 1,500 gallons per acre, based on Washoe County District Health Department fixture calculations, shall connect to a community sewer system.

Staff Comment: The application was routed to Washoe County Health District, who provided a memo to staff and recommended conditions of approval. The memo can be found as Exhibit C.

North Valleys Area Plan Policies

NV 2.3 Site development plans in the North Valleys planning area must submit a plan for the control of noxious weeds. The plan should be developed through consultation with the Washoe County District Health Department, the University of Nevada Cooperative Extension, the State Department of Agriculture, and/or the Washoe-Storey Conservation District. The control plan will be implemented on a voluntary compliance basis.

Staff Comment: The application was routed to Washoe-Storey Conservation District, who reviewed the application and had no comments.

NV2.4 Applicants required to present their items to the Citizen Advisory Board (CAB) must submit a statement to staff regarding how the final proposal responds to the community input received at the CAB meeting.

Staff Comment: Applicant provided a statement to staff regarding how the final proposal responds to community input received at the CAB meeting. This statement can be found as Exhibit G.

NV11.3 The granting of special use permits in the North Valleys must be accompanied by a finding that no significant degradation of air quality will occur as a result of the permit. As necessary, conditions may be placed on special use permits to ensure no significant degradation of air quality will occur. The Department of Community Development will seek the advice and input of the Air Quality Division of the Department of Health in the implementation of this policy.

Staff Comment: Structure is already existing. Application is for a non-industrial use type with minimal air quality impacts.

NV 13.1 Prior to the approval of master plan amendments, tentative maps, special use permits, or public initiated capital improvements in the North Valleys planning area, the Nevada Department of Wildlife will be contacted and given an opportunity to provide conservation, preservation, or other wildlife and habitat management input to the project.

Staff Comment: The application was routed to the Nevada Department of Wildlife, who provided no comments on this application.

NV15.1 Development within the North Valleys will conform to Regional Water Plan Policy 3.1.c, "Flood Plain Storage Outside the Truckee River Watershed," as well as locally specific flood control requirements as adopted by Washoe County.

Staff Comment: Relevant standards were applied as required by Article 416.

North Valleys Citizen Advisory Board (NVCAB)

The proposed project was presented by the applicant(s) or the applicant's representative at the regularly scheduled Citizen Advisory Board meeting on January 13, 2020. The CAB discussed the following items:

- Traffic impacts on Lemmon Drive
- Adequate existing parking for the proposed use
- Comments on the adequacy of the existing playground
- Citizen support for the daycare

The CAB voted unanimously to recommend approving the applicant's proposed Child Daycare use. The applicant provided a written statement responding to the CAB's concerns, this statement can be found in Exhibit G.

Reviewing Agencies

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

- Washoe County Community Services Department
 - Planning and Building Division
 - Engineering and Capital Projects Division
 - Utilities/Water Rights
 - Parks and Open Spaces
- Washoe County Health District
 - Vector-Borne Diseases Program
 - Environmental Health Services Division
- Washoe County Sheriff
- Washoe-Storey Conservation District
- Truckee Meadows Fire Protection District
- Regional Transportation Commission

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

- Washoe County Planning and Building Division addressed the building regulations, hours of operation, landscaping, parking and lighting standards, and imposed operational conditions that will be in effect for the life of the project.
Contact: Dan Cahalane, Planner dcahalane@washoecounty.us, 775-328-3628; Dan Holly, Plans Examiner Supervisor dholly@washoecounty.us 775-328-2027
- Washoe County Engineering addressed regional road impact fees.
Contact: Mitchell Fink, mfink@washoecounty.us, 775.328-2050
- Washoe County Water Resource Coordinator addressed water rights conditions.
Contact: Vahid Behmaram, Water Management Planner Coordinator vbehmaram@washoecounty.us, 775-954-4647
- Washoe County Health District addressed on site sewage disposal, health operational conditions.
Contact: James English, EHS Supervisor jenglish@washoecounty.us, 775-954- 2610
- Truckee Meadows Fire Protection District addressed fire code and sprinkler requirements.
Contact: Don Coon, dcoon@tmfpd.us, 775-326-6077

Staff Comment on Required Findings

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

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

Staff Comment: The proposed use is consistent with the Master Plan and 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 proposed use type is being added to an existing development. The application was routed to the relevant agencies to review the adequacy of existing facilities. All relevant feedback has been incorporated in Exhibit A, Conditions of Approval.

3. Site Suitability. That the site is physically suitable for Child Daycare, and for the intensity of such a development.

Staff Comment: The proposed use is within an existing permitted structure which is located within a flood zone. Therefore, the site is deemed physically suitable for the additional use type of a Child Daycare.

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: As proposed and with the conditions of approval, the proposed uses are expected to create minimal impacts and not cause significant detriment or injury to the public, adjacent properties, or surrounding area.

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

Staff Comment: No military installations are located within the required noticing distance; therefore, this finding does not apply to this project.

Recommendation

After a thorough analysis and review, Special Use Permit Case Number WSUP19-0028 is being recommended for approval with conditions. Staff offers the following motion for the Board's consideration.

Motion

I move that, after giving reasoned consideration to the information contained in the staff report and information received during the public hearing, the Washoe County Board of Adjustment approve with conditions Special Use Permit Case Number WSUP19-0028 for Saving Grace Academy, having made all five findings in accordance with Washoe County Code Section 110.810.30.

1. Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the North Valleys;
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, and for the intensity of such a development;
4. Issuance Not Detrimental. That issuance of the permit will not be significantly detrimental to the public health, safety or welfare; injurious to the property or improvements of adjacent properties; or detrimental to the character of the surrounding area;
5. Effect on a Military Installation. Issuance of the permit will not have a detrimental effect on the location, purpose or mission of the military installation.

Appeal Process

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

Applicant: Sue Wolcott-Whitten
8840 Limnol St.
Reno, NV 89506

Owner: New Life Assembly of God
11000 Lemmon Drive
Reno, NV 89506

Staff Report xc: Human Services Agency
Kristy Baker
Anne Dahms



Conditions of Approval

Special Use Permit Case Number WSUP19-0028

The project approved under Special Use Permit Case Number WSUP19-0028 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on February 6, 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.

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

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

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

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

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

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

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

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

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 Planning and Building, which shall be responsible for determining compliance with these conditions.

Contact Name – Dan Cahalane, 775 328-3628, dcahalane@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 special use permit.
- b. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit. The Planning and Building Division shall determine compliance with this condition.
- c. The applicant shall submit construction plans, with all information necessary for comprehensive review by Washoe County, and initial building permits shall be issued within two years from the date of approval by Washoe County. The applicant shall complete construction within the time specified by the building permits. Compliance with this condition shall be determined by the Planning and Building Division.
- d. note shall be placed on all construction drawings and grading plans stating:

NOTE

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

- e. The following Operational Conditions shall be required for the life of the (project/business/development):
 - i. Failure to comply with the conditions of approval shall render this approval null and void. Compliance with this condition shall be determined by Planning and Building.
 - ii. Applicant shall obtain and renew annually a Washoe County business license.
- f. Applicant shall provide proof that current lighting meets the standards set in Article 414.
- g. Applicant shall provide proof or update current parking to provide 2 handicapped parking spaces.

Washoe County Water Resource Coordinator

2. The following conditions are requirements of the Washoe County Water Resource Coordinator, which shall be responsible for determining compliance with these conditions.

Contact Name – Vahid Behmaram, 775 328-3600, vbehmaram@washoecounty.us

- a. Water will serve letter from TMWA for provision of water service will be required prior to Final inspection sign-off, Certificate of Occupancy or occupancy of the premises. Or correspondence from TMWA indicating that adequate water rights are already available to the project.

Washoe County Health District

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

Contact Name – James English and (775) 328-2610, jenglish@washoecounty.us

- a. Condition #1: Prior to approval of construction plans of Health Permit to Operate, the facility's onsite sewage disposal system must be evaluated by the Nevada Division of Environmental Protection (NDEP) for sizing and use based on the building use of a daycare with up to 49 children and workers
- b. Condition #2: Facility must meet all operational requirements of the WCHD and must be preapproved prior to any operation.

Washoe County Building

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

Contact Name – Dan Holly, 775-328-2027, dholly@washoecounty.us

- a. The new use will constitute a change of use and therefore must comply with all applicable code requirements.
- b. At the time of building permit application, the applicant will be expected to submit a full set of plans drawn by a State of Nevada licensed professional.
- c. All work must be performed by a licensed State of Nevada Contractor.
- d. An accessible route must be established from the parking area through the main entrance and throughout all primary function areas. This will require both restrooms to be fully ADA compliant.
- e. The tenant space must be located at grade level and have one exit from the care area leading directly to the exterior of the building to the public way.
- f. Depending on the type of cooking appliances proposed an exhaust hood may be required.
- g. It is unclear if the existing building contains a fire suppression or alarm system. At the time of permit application, a fire alarm, suppression system, or rated separation walls may be required.

Washoe County Engineering and Capital Projects

5. 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. Regional Road Impact Fees will be assessed for the project with the issuance of a building permit.

Washoe County Engineering and Capital Projects

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

Contact Name – Don Coon, dcoon@tmfpd.us, 775-326-6077

- a. Fire protection of the new structures shall be as required by the current adopted International Fire Code, (IFC) International Wildland Urban Interface Code (IWUIC) 2012

Ed, with amendments and the requirements of the NFPA standard(s).
(<https://codes.iccsafe.org/content/IWUIC2012> <https://codes.iccsafe.org/content/IFC2012>)

- b. Based on the change of use and the size of the building a fire sprinkler system may be required. Consult with a State of Nevada Licensed Design Professional. (IFC 102.3 and Table 903.2.1 per the Northern Nevada Amendments to the IFC.

*** End of Conditions ***



WASHOE COUNTY
COMMUNITY SERVICES
INTEGRITY COMMUNICATION SERVICE

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

December 27, 2019

TO: Dan Cahalane, Planner, CSD, Planning & Development Division
FROM: Vahid Behmaram, Water Management Planner Coordinator, CSD
SUBJECT: Special Use Permit Case Number WSUP19-0028 (Saving Grace Academy)

Project description:

The applicant is proposing to approve a 49 child daycare facility within a 30 ft x 52 ft area of the existing footprint at New Life Assembly of God church.

Project location: 11000 Lemmon Drive, Reno, Assessor's Parcel Number: 080-289-01.

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

There are no conditions of approval for the WSUP 19-0028.

Water will serve letter from TMWA for provision of water service will be required prior to approval of any building permits on this site. Or correspondence from TMWA indicating that adequate water rights are already available to the project.

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

December 26, 2019

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

RE: Saving Grace Academy; 080-289-01
Special Use Permit; WSUP19-0028

Dear Washoe County Staff:

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

Contact Name – James English - jenglish@washoecounty.us

- a) Condition #1: Prior to approval of construction plans of Health Permit to Operate, the facility's onsite sewage disposal system must be evaluated by the Nevada Division of Environmental Protection (NDEP) for sizing and use based on the building use of a daycare with up to 49 children and workers
- b) Condition #2: Facility must meet all operational requirements of the WCHD and must be preapproved prior to any operation.

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

Sincerely,



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

From: [Holly, Dan](#)
To: [Cahalane, Daniel](#)
Cc: [Coon, Don](#)
Subject: Special Use Permit Case Number WSUP19-0028 (Saving Grace Academy)
Date: Thursday, December 19, 2019 1:19:29 PM

Hello Daniel: I have reviewed the above referenced application on behalf of Building and have the following comments: 1. The new use will constitute a change of use and therefore must comply with all applicable code requirements. 2. At the time of building permit application the applicant will be expected to submit a full set of plans drawn by a State of Nevada licensed professional. 3. All work must be performed by a licensed State of Nevada Contractor. 4. An accessible route must be established from the parking area through the main entrance and throughout all primary function areas. This will require both restrooms to be fully ADA compliant. 5. The tenant space must be located at grade level and have one exit from the care area leading directly to the exterior of the building to the public way. 6. Depending on the type of cooking appliances proposed an exhaust hood may be required. 7. It is unclear if the existing building contains a fire suppression or alarm system. At the time of permit application a fire alarm, suppression system, or rated separation walls may be required. Please let me know if you need additional information. Thank You,



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: January 6, 2020

To: Dan Cahalane, Planner, Planning and Building Division

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

Re: Special Use Permit Case **WSUP19-0028 – Saving Grace Academy Daycare**
APN 080-289-01

GENERAL PROJECT DISCUSSION

Washoe County Engineering and Capital Project staff has reviewed the above referenced application. The SUP is for a 49 child daycare facility within a 30 ft. x 52 ft. area of the existing footprint at New Life Assembly of God church. 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 Sue Wolcott-Whitten for New Life Assembly of God church. 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

Regional Road Impact Fees will be assessed for the project with the issuance of a building permit.

UTILITIES (County Code 422 & Sewer Ordinance)

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

There are no utility related conditions of approval.



INTEGRITY



EFFECTIVE
COMMUNICATION



QUALITY
PUBLIC SERVICE

Subject: Saving Grace Academy Daycare - WSUP19-0028
Date: December 31, 2019
Page: 2

Cahalane, Daniel

From: Fink, Mitchell
Sent: Wednesday, January 15, 2020 12:01 PM
To: Cahalane, Daniel
Subject: Saving Grace Academy Daycare - WSUP19-0028 - RRIF fees

Hi Dan,

Engineering's conditions for the Regional Road Impact Fees (RRIF) can be removed for WSUP19-0028 (Saving Grace Academy Daycare).

Calculation of the RRIF based on the gross square footage (3,390 sf) for the church's current office land-use category would be \$10,785.08. The RRIF for the proposed gross square footage (1,560 sf) for the SUP using the daycare land-use category would total \$6,565.04. Therefore, the current office land-use category RRIF exceeds those of the daycare and no fee will be charged.

If you have any questions please let me know. Thanks.



Mitchell Fink
Community Services Department | Engineering Division
O: 775.328.2050 | mfink@washoecounty.us
1001 E. 9th Street, Reno, NV 89521



**Have some kudos to share about a Community Services Department employee or experience?
email: csdallstars@washoecounty.us*

The content of this email is the confidential property of Washoe County and should not be copied, modified, retransmitted, or used for any purpose except with written authorization. If you are not the intended recipient, please delete all copies and notify us immediately.

December Agency Review Comments

1-WADMIN19-0022- No Comment

2- WPVAR19-0002- No Comment

3- WPVAR19-0003- No Comment

4- WSUO19-0023- No Comment

5-**WSUP19-0028-Below**

Truckee Meadows Fire Protection District (TMFPD)

1. The following conditions are requirements of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with these conditions. Unless otherwise stated, these conditions shall be met prior to the issuance of any building or grading permit or on an ongoing basis as determined by TMFPD.

Contact Name – Don Coon, 775.326.6077, Dcoon@tmfpd.us

- a. Fire protection of the new structures shall be as required by the current adopted International Fire Code, (*IFC*) International Wildland Urban Interface Code (*IWUIC*) 2012 *Ed*, with amendments and the requirements of the NFPA standard(s).
(<https://codes.iccsafe.org/content/IWUIC2012> <https://codes.iccsafe.org/content/IFC2012>)
- b. Based on the change of use and the size of the building a fire sprinkler system may be required. Consult with a State of Nevada Licensed Design Professional. (*IFC 102.3 and Table 903.2.1 per the Northern Nevada Amendments to the IFC.*)

6-WSUP19-0029- No Comment, we have had multiple meeting and phone conversation.

7-WSUP19-0030—No Comment

Sue Wolcott-Whitten

8840 Limnol Street

Reno, NV 89506

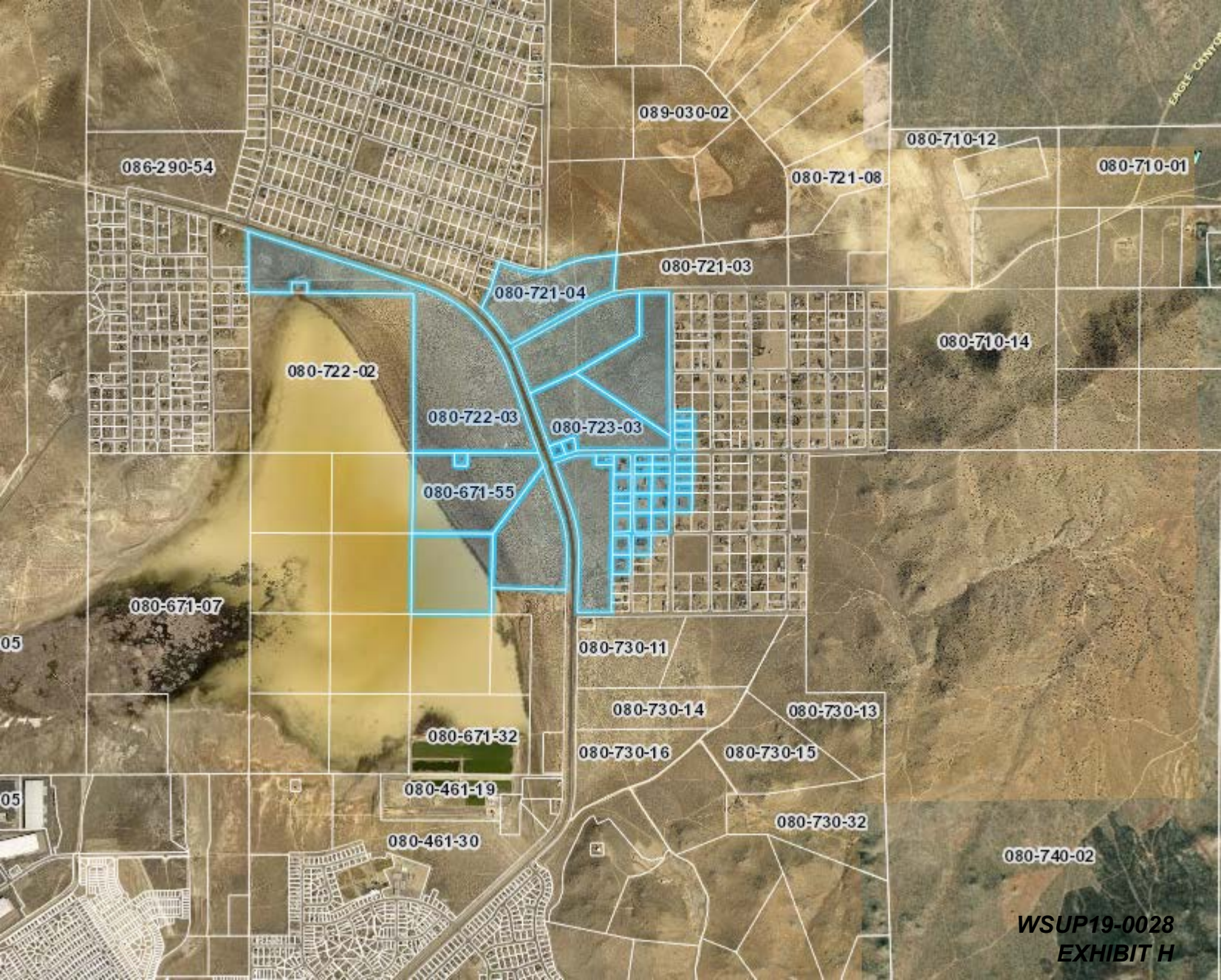
Dear Citizen Advisory Board,

I would like to address concerns that came up in the January 13, 2020 meeting regarding Saving Grace Academy.

1. Is there adequate parking? In answer to this question. There are 49 parking spaces available in the parking lot at New Life Assembly of God. The maximum number of childcare spaces available is 49. Even if all the parents came at the same time, there'd still be enough spots for parking.
2. What are the anticipated traffic impacts of the project? My clients who would be utilizing the daycare already live in the area so there won't be any additional traffic problems. The daycare hours are going to be from 6:30 am – 6:00 pm and not all parents are going to be having the same hours of need.

If there are any other questions, please feel free to ask,

Sue Wolcott-Whitten



086-290-54

089-030-02

080-710-12

080-710-01

080-721-08

080-721-03

080-721-04

080-722-02

080-722-03

080-723-03

080-710-14

080-671-55

080-671-07

080-730-11

080-730-14

080-730-13

080-671-32

080-730-16

080-730-15

080-461-19

080-730-32

080-461-30

080-740-02

WSUP19-0028
EXHIBIT H

ORIGINAL

Community Services Department

Planning and Building

SPECIAL USE PERMIT

(see page 7)

SPECIAL USE PERMIT FOR GRADING

(see page 9)

SPECIAL USE PERMIT FOR STABLES

(see page 12)

APPLICATION



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

Telephone: 775.328.6100

WSUP19-0028
EXHIBIT I

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: SAVING GRACE ACADEMY			
Project Description: To utilize a space 30 x 52 within the church for Preschool/Daycare. There will be a maximum of 49 children from the ages of 2 1/2 - 6. Hours of operation are from 6:30 am - 6:00 pm Monday through Friday.			
Project Address: 11000 Lemmon Drive			
Project Area (acres or square feet): All space utilized for daycare is 1560 square feet.			
Project Location (with point of reference to major cross streets AND area locator): The preschool/daycare will be at 11000 Lemmon Dr			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
080-289-01	1		
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: New Life Assembly of God		Name:	
Address: 11000 Lemmon Dr.		Address:	
Reno, NV	Zip: 89506		Zip:
Phone:	Fax:	Phone:	Fax:
Email:		Email:	
Cell:	Other:	Cell:	Other:
Contact Person:		Contact Person:	
Applicant/Developer:		Other Persons to be Contacted:	
Name: Sue Wolcott-Whitten		Name:	
Address: 8840 Limnol Street		Address:	
Reno, NV	Zip: 89506		Zip:
Phone: 7758136955	Fax:	Phone:	Fax:
Email: swolcott.whitten@gmail.com		Email:	
Cell: 7758136955	Other:	Cell:	Other:
Contact Person: Sue Wolcott-Whitten		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: Gerald Scott Matson

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, Gerald Scott Matson
(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): _____

Printed Name Gerald Scott Matson

Signed Gerald Scott Matson

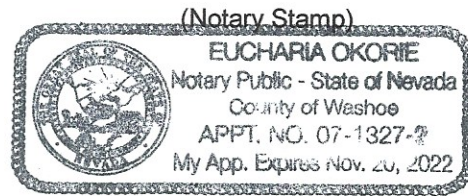
Address 17300 Cold Springs Drive

Reno, NV 89508

Subscribed and sworn to before me this
7th day of October, 2019.

Eucharia Okorie
Notary Public in and for said county and state

My commission expires: 11/20/2022



*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



New Life

Assembly of God

"New Life-Experience It"

October 2, 2019

To Whom It May Concern,

Joyous greetings. I am writing this letter in regards to Scott Matson. He is the Pastor and President of the Board of Directors at New Life Assembly of God. New Life is a 501(c)3 non-profit corporation EIN#88-0255062. He is a corporate officer and is an authorized signor.

Blessings,

A handwritten signature in black ink, appearing to read "Gil Jackson".

Gil Jackson
Secretary Board of Directors

11000 Lemmon Drive Reno, NV 89506
(775)972-1088
www.nlaognv.com
Scott Matson-Lead Pastor

WSUP19-0028
EXHIBIT I

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

1. What is the project being requested?

To open a preschool / daycare within the current church building, for a maximum of 49 children from the ages of 2 1/2 - 6 rs. Hours of operation will be from 6:30 am - 6:00 pm Monday through Friday.

See Attachment B & C

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

See Attachment C for current parking and light poles as well as external light fixtures. Parking lot consists of 46 parking spots (9' x 18') There are 2 handicap parking spots. The external lights are located above the doors and three light poles within parking lot area.

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

There is no building construction or buildings being demolished. There are no improvements being made to interior or exterior of building, parking lot, or playground.

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

The parking lot consists of 46 parking spots which are more than adequate for picking up children and dropping them off. There is a fenced in play area between the church building on the west side and Lemmon Drive (See attachment C) The children will be within that fenced area when outdoors. There are two driveways entering the church property allowing for an entrance and exit.

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

The benefit will be to provide low cost care and education for children 2 1/2 - 6 yrs. I will partner with Job Connect to offer free childcare while parent/guardian is interviewing for employment. I will also partner with Food for Kids and WCSD to supply breakfast, lunch and afternoon snack for all children. The North Valleys area is in desperate need for affordable childcare/preschool. In WCSD 70% of kindergarteners have NOT had preschool.

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

The only impact I can see is extra traffic coming and going from the site during peak times. Even if every parent drives at the same time to drop off and pick up children, there will only be a maximum of 49 vehicles which is well below that which is needed for traffic report. When the children are outside, the location of the play area is on the west side of the church building near Lemmon Drive. There are no close residents.

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

See Attachment A. No landscaping req.

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

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

9. Utilities:

a. Sewer Service	N/A
b. Electrical Service	NV Energy
c. Telephone Service	AT&T
d. LPG or Natural Gas Service	N/A
e. Solid Waste Disposal Service	Waste Management
f. Cable Television Service	N/A
g. Water Service	Truckee Meadows

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

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

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

N/A

10. Community Services (provided and nearest facility):

a. Fire Station	130 NECTAR STREET
b. Health Care Facility	NORTH HILLS BLVD. (RENOWN) 1075 NORTH HILLS BLVD
c. Elementary School	LEMMON VALLEY ELEMENTARY 255 W PATRICIAN DR,
d. Middle School	I=O'BRIEN MIDDLE SCHOOL 10500 STEAD BLVD
e. High School	NORTH VALLEYS HS 1470 E, GOLDEN VALLEY RD.
f. Parks	NORTH VALLEYS REGIONAL 8085 SILVER LAKE RD.
g. Library	1075 NORTH HILLS BLVD.
h. Citifare Bus Stop	LEMMON DR. & FREEMONT

Attachment A

Section 110.904.35, Nonconforming Development, reads as follows:

A nonconforming development shall be subject to the provisions of this section. Existing conforming buildings or uses whose off-street parking and loading do not conform to the provisions of this Development Code may be expanded or have facilities added, and one conforming use may be changed to another, provided that the requirements for off-street parking and loading spaces are complied with in accordance with Article 410.

Section 110.410.05, Applicability of Article, deals with the applicability of Article 410, Parking and Loading, and reads as follows:

[The provisions of this Article shall apply whenever:]

- (c) The intensity of use, or expansion of use is changed, the parking and loading requirements for the new use shall apply.

INTERPRETATION

When a commercial development that does not comply with current development standards (nonconforming development) is enlarged by less than fifty (50) percent, or if one allowed use is substituted for another and the structure(s) within the development are not enlarged, the applicant shall demonstrate that current standards, regarding the number of parking spaces for the new or expanded use are complied with. Any new parking spaces or loading areas required shall comply with all current standards, pursuant to Article 410.

When a commercial development that does not comply with current development standards is enlarged by fifty (50) percent or more, or if one allowed use is substituted for another and the structure(s) within the development are enlarged by fifty (50) percent or more, the applicant shall demonstrate that all current parking and loading standards for the entire development, pursuant to Article 410, shall be met.

Further, Section 110.412.05, Applicability, includes the following statement:

- (b) Expanding Development. This article applies to expansion of floor area of existing development, except as otherwise provided below:
 - (1) If the expansion is less than fifty (50) percent, this article shall apply to the developable lot area associated with the proposed expansion only and the remainder of the use or structure shall be governed by regulations in force at the time of the original approval; and
 - (2) If the expansion or subsequent expansions cumulatively results in a fifty (50) percent or greater increase, the entire development shall be required to comply with this article, unless the Director of Community Development waives this requirement, in whole or in part, prior to the expansion.

Article 904, Nonconformance, does not refer to expansion of nonconforming developments being required to meet landscaping standards, only parking and loading standards. Therefore, to read these two apparently contradictory provisions in harmony, the Director determines that when there is a change in allowed uses within an existing nonconforming development, and the

development is not expanded or is expanded by less than fifty (50) percent, the provisions of Article 412, Landscaping, shall not apply.

Further, when a nonconforming development is expanded by fifty (50) percent or more, the provisions of Article 412, Landscaping, shall apply to the entire development.

Limitations of Interpretation

This interpretation shall not be construed to alter any standards of Article 410, Parking and Loading; Article 412, Landscaping or Article 904, Nonconformance, nor to alter any other requirements of a commercial activity as required by the Development Code. This interpretation shall be in effect unless and until the Director of Community Development makes a subsequent interpretation concerning this subject, the interpretation is reversed through a successful appeal, or the Washoe County Code is amended to include the subject matter referenced in this interpretation.

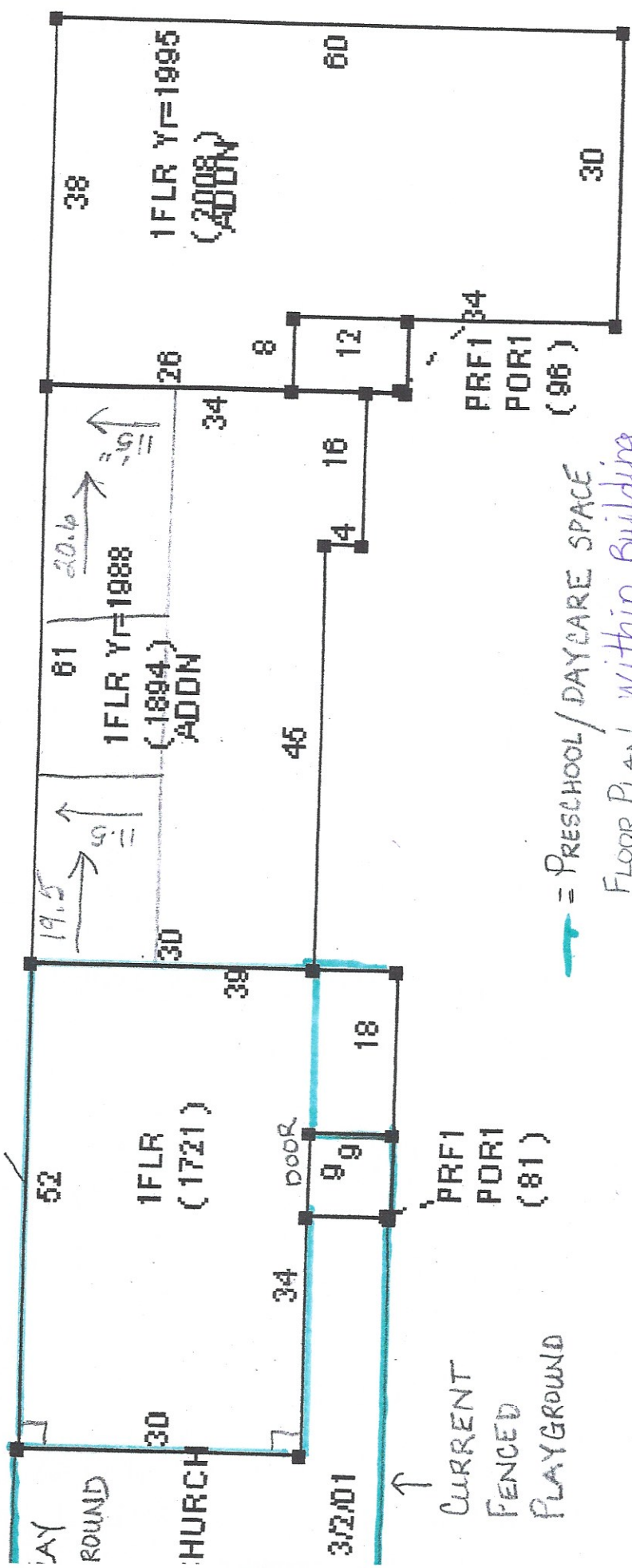
Adrian P. Freund, AICP, Director
Department of Community Development

Dated: February 6, 2004

Attachment B

↑ N

080-289-01
1000 LEMON DR

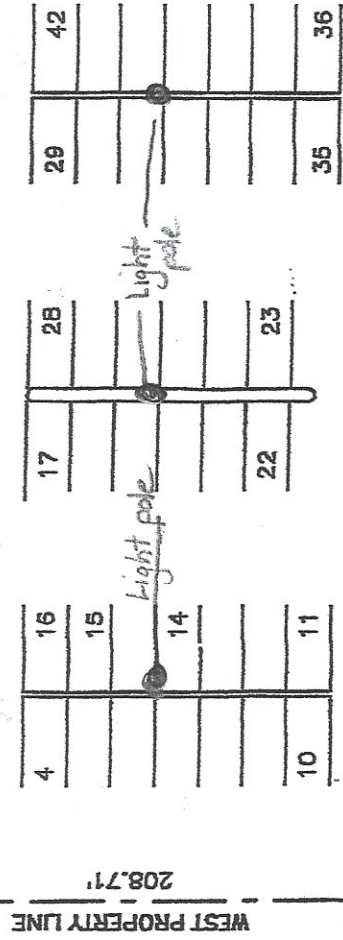
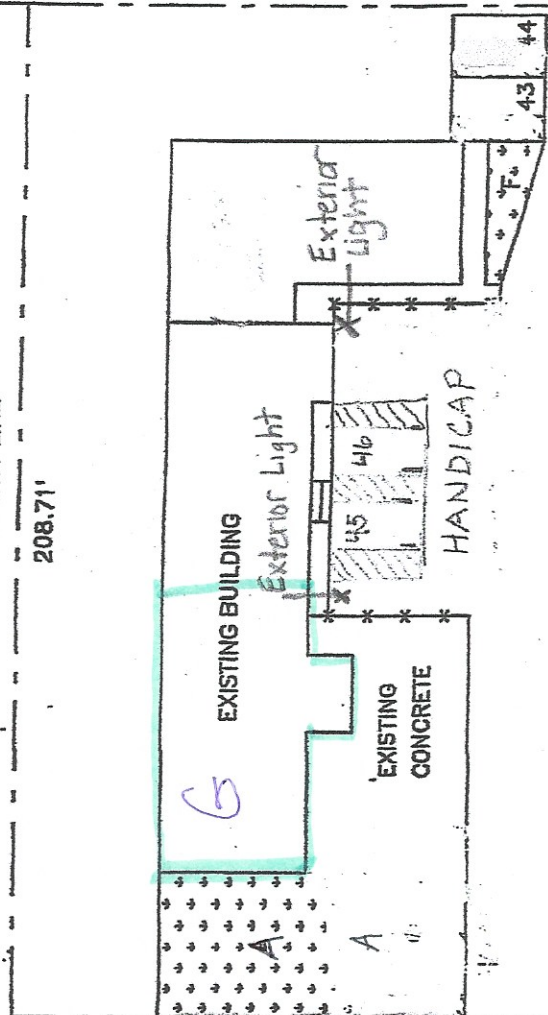


→ = PRESCHOOL / DAYCARE SPACE
FLOOR PLAN within Building

Attachment C

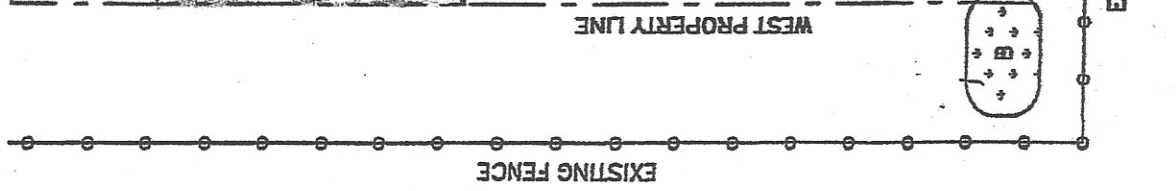
PARCEL "A"
PARCEL "B"

NORTH PROPERTY LINE
208.71'



NOTE:
EXISTING AREA
A - 1750 PLAY AREA
B - 375 JUNIPERS, AND MUGHO PINE
C - 90 AUSTRALIAN PINE
D - 906 JUNIPERS, AND PONDEROSA PINE
TOTAL 3120 SQ.FT. YARD SIGN
E - 375 JUNIPERS, AND MUGHO PINE
TO MATCH AREA B
F - 150 JUNIPERS
TOTAL 525 SQ.FT.

G - Preschool Space



Attachment D

Washoe County Treasurer
Tammi Davis

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

Account Detail

[Back to Account Detail](#)

[Change of Address](#)

[Print this Page](#)

CollectionCart

Collection Cart	Items	Total	Checkout	View
Collection Cart	0	\$0.00		

Pay Online

No payment due for this account.

Washoe County Parcel Information

Parcel ID	Status	Last Update
08028901	Active	12/11/2019 2:08:06 AM

Current Owner:
NEW LIFE ASSEMBLY OF GOD
C/O PASTOR SCOTT MATSON
11000 LEMMON DR
RENO, NV 89506

SITUS:
11000 LEMMON DR

Taxing District
4000

Geo CD:

Legal Description

Range 19 SubdivisionName HEPPNER SUBDIVISION 1 Township 21 Section 22

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

Tax Year	Net Tax	Total Paid	Penalty/Fees	Interest	Balance Due
2019	\$4.96	\$5.41	\$0.00	\$0.00	\$0.00
2018	\$3.20	\$3.68	\$0.00	\$0.00	\$0.00
2017	\$10.02	\$10.42	\$0.00	\$0.00	\$0.00
2016	\$5.22	\$5.22	\$0.00	\$0.00	\$0.00
2015	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total					\$0.00

Disclaimer

▪ **ALERTS:** If your real property taxes are delinquent, the search results displayed may not reflect the correct amount owing. Please contact our office for the current amount due.

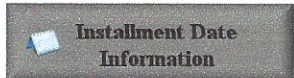
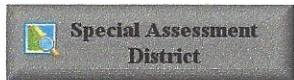
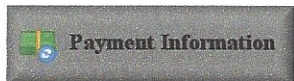
▪ For your convenience, online payment is available on this site. E-check payments are accepted without a fee. However, a service fee does apply for online credit card payments. See [Payment Information](#) for details.

Pay By Check

Please make checks payable to:
WASHOE COUNTY TREASURER

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

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



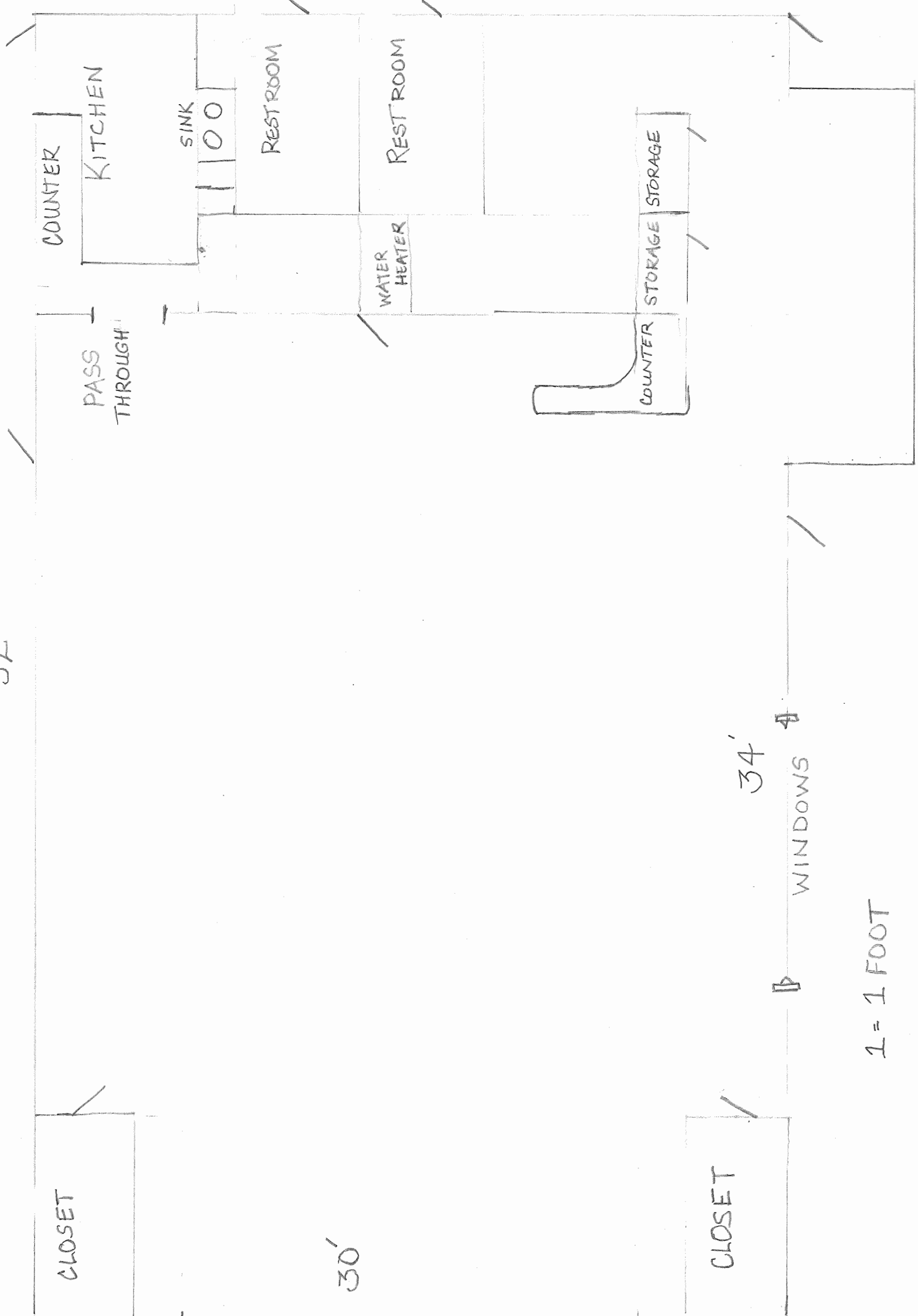
The Washoe County Treasurer's Office makes every effort to produce and publish the most current and accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use, or its interpretation. If you have any questions, please contact us at (775) 328-2510 or tax@washoecounty.us

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

WSUP19-0028
EXHIBIT I



52'



30'

34'

WINDOWS

CLOSET

CLOSET

COUNTER

KITCHEN

SINK

REST ROOM

WATER HEATER

REST ROOM

COUNTER

STORAGE

STORAGE

1 = 1 FOOT