



Board of Adjustment Staff Report

Meeting Date: June 14, 2024

Agenda Item: 7E

SPECIAL USE PERMIT CASE NUMBER: WSUP24-0002 (Hodnefield Single Family Dwelling)

BRIEF SUMMARY OF REQUEST: To allow for the construction of a 6,637 square foot single family dwelling

STAFF PLANNER: Courtney Weiche, Senior Planner
Phone Number: 775.328.3608
E-mail: cweiche@washoecounty.gov

CASE DESCRIPTION

For hearing, discussion, and possible action to approve a special use permit for a 6,637-sf single family dwelling, with an existing 10,000 square foot retail commercial building, defined as a mixed-use project, at 250 Village Blvd. A special use permit is required for single family dwellings in the Incline Village Commercial (IV-C) regulatory zone.

Applicant: GilanFarr Architecture
 Property Owner: Hodnefield Community Property Trust
 Location: 250 Village Blvd., Incline Village NV
 APN: 132-232-01
 Parcel Size: .826 acres (35,979-sf)
 Master Plan: Tahoe Incline Village Commercial (Tahoe IV-C)
 Regulatory Zone: Tahoe Incline Village Commercial (Tahoe IV-C)
 Area Plan: Tahoe
 Development Code: Authorized in Article 810, Special Use Permits
 Commission District: 1 – Commissioner Hill



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 Washoe County Board of Adjustment approve Special Use Permit Case Number WSUP24-0002 for Hodnefield Community Property Trust, having made all five findings in accordance with Washoe County Code Section 110.810.30.

(Motion with Findings on Page 12)

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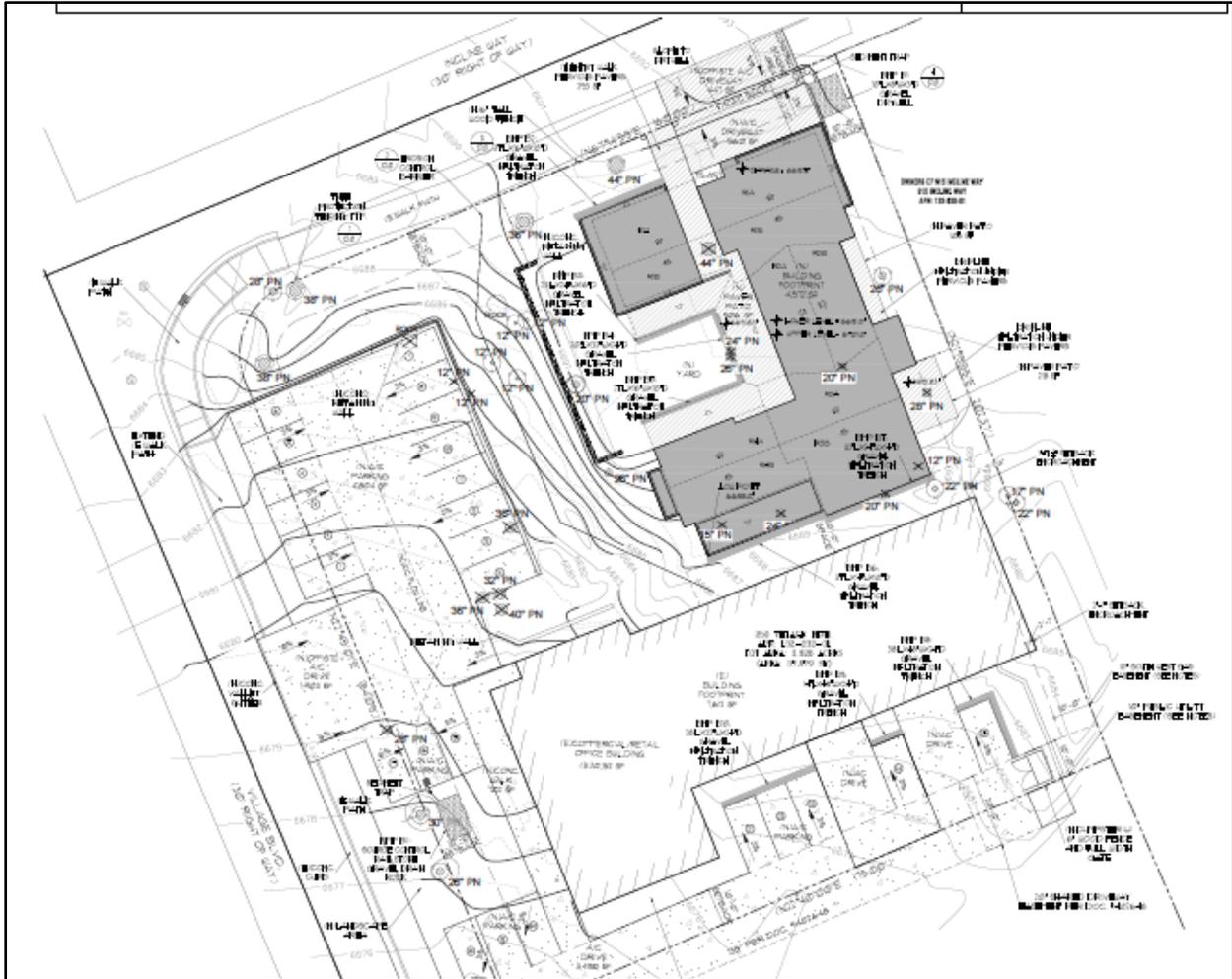
Project Application Exhibit D

Special Use Permit

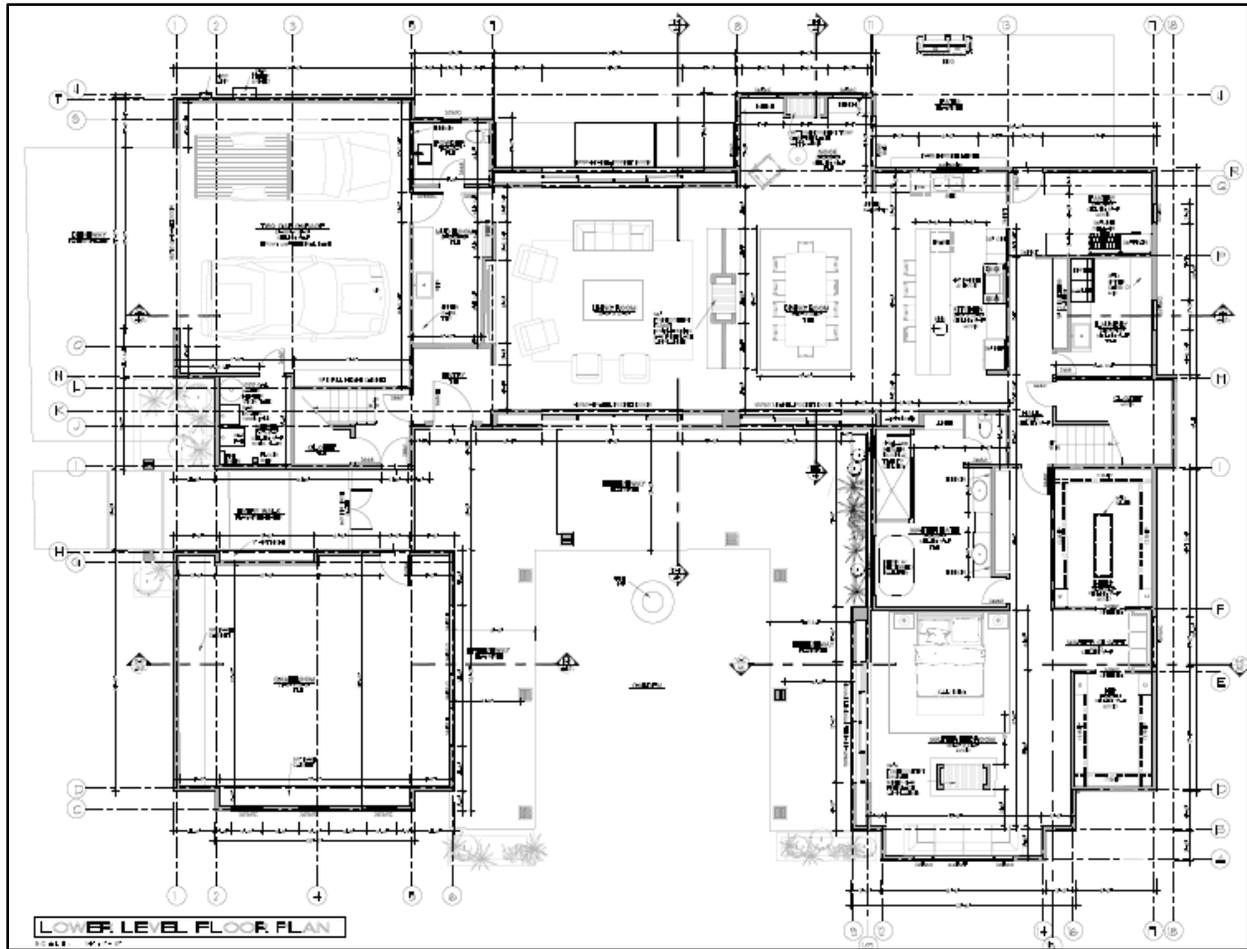
The purpose of a special use permit (SUP) is to allow a method of review to identify any potential harmful impacts on adjacent properties or surrounding areas for uses that may be appropriate within a regulatory zone; and to provide for a procedure whereby such uses might be permitted by further restricting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

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

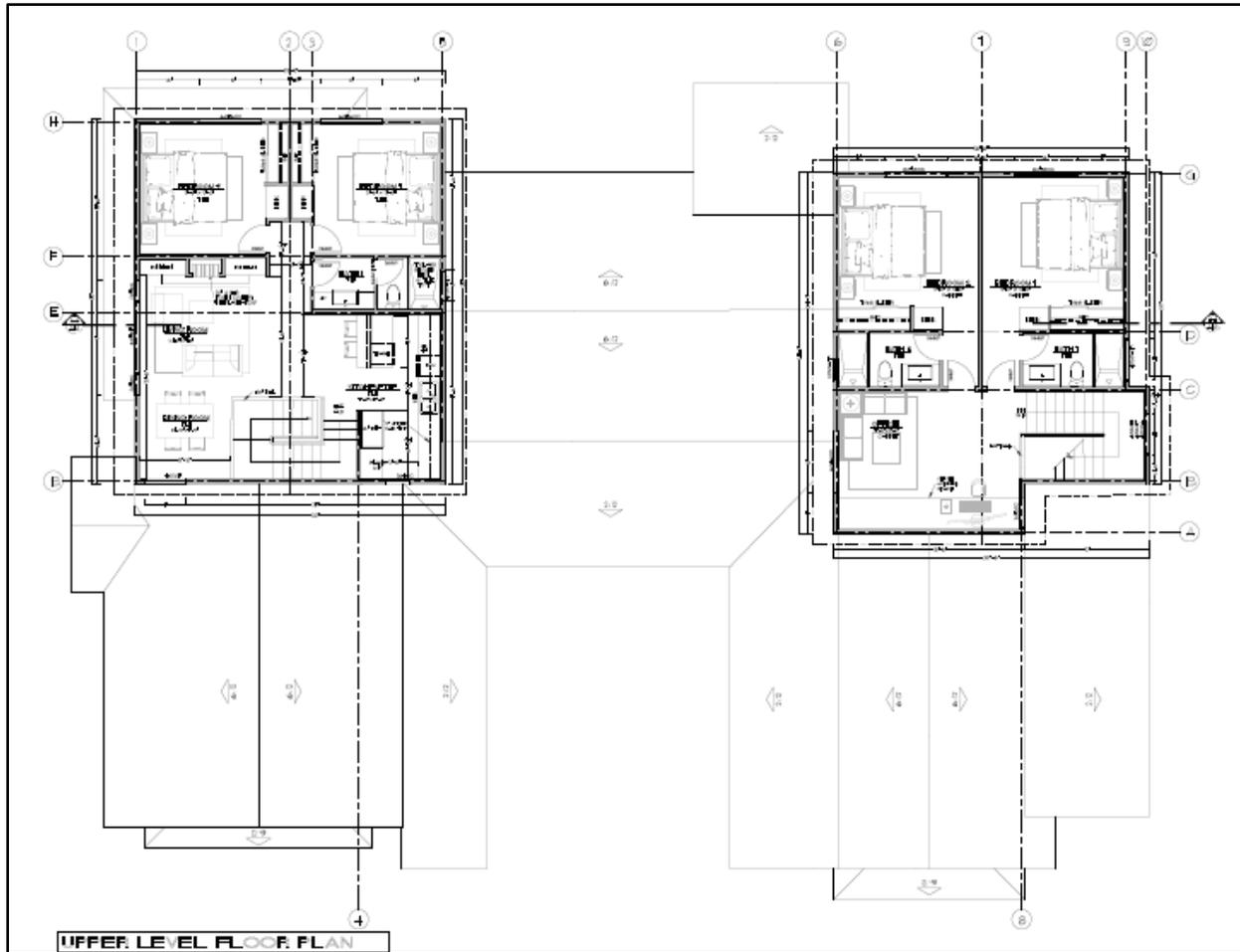
The subject property is designated as Incline Village – Commercial (IV-C). The proposed use of a single-family dwelling is permitted in IV-C with a special use permit per WCC 110.220.145. Therefore, the applicant is seeking approval of a special use permit from the Board of Adjustment.



Site Plan



Lower Floor Plan



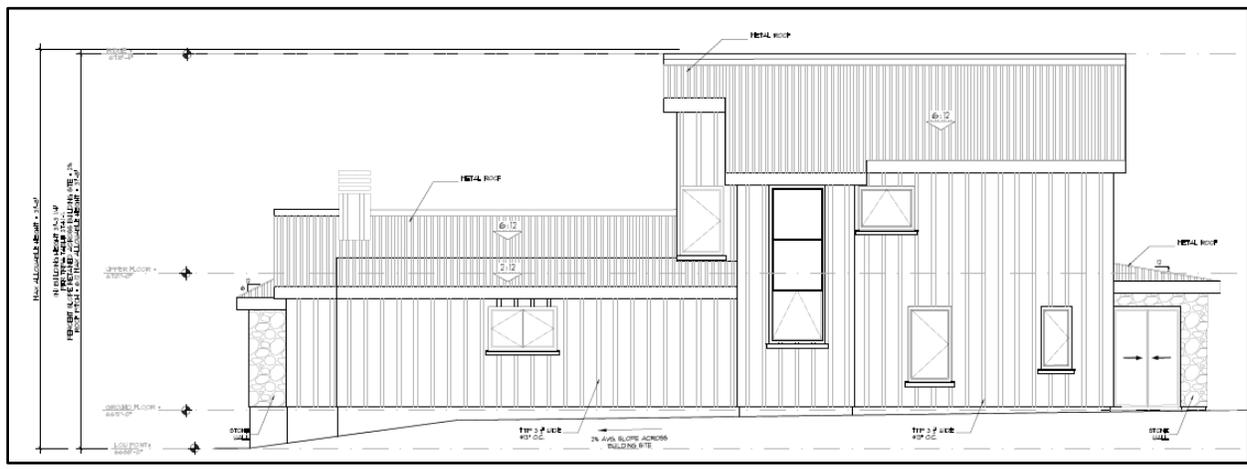
Upper Floor Plan



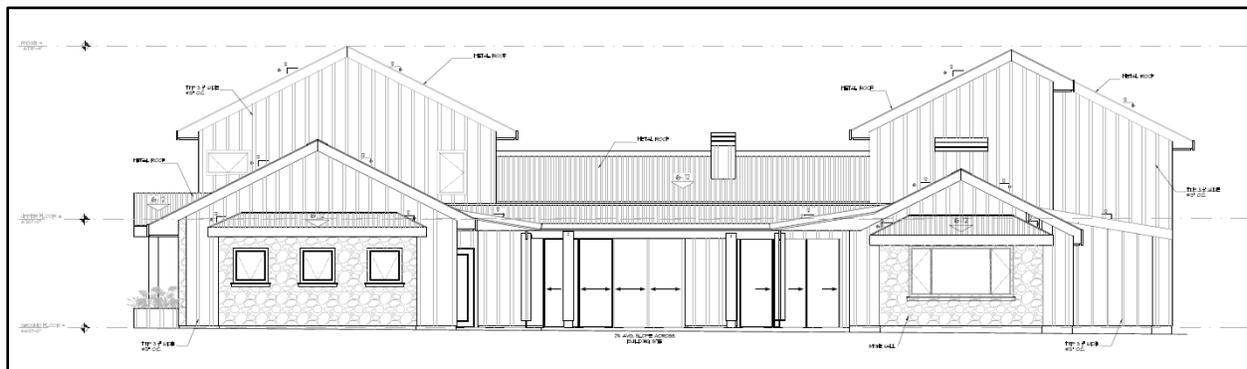
North Elevation



East Elevation



South Elevation



West Elevation

Project Evaluation

The applicant is seeking approval of a special use permit to allow for a new 6,637-sf single family dwelling on a parcel (APN 132-232-01) with an existing 10,000 square foot retail commercial building. The parcel is located in the Incline Village – Commercial (IV-C) regulatory zone, per Section 110.220.145 single family dwellings require approval of a special use permit, see below table of allowable uses.

INCLINE VILLAGE COMMERCIAL REGULATORY ZONE		
Allowable Land Uses by Land Use Classification	Land Use Permit	Density
Residential		
Employee Housing	A	Based on other residential use densities
Multiple Family Dwelling	S	15 units per acre minimum 25 units per acre maximum
Multi-Person Dwelling	S	25 people per acre
Nursing and Personal Care (Section 110.220.410)	S	40 people per acre
Residential Care (Section 110.220.410)	S	40 people per acre
Single Family Dwellings	S	1 unit per parcel + 1 accessory dwelling where allowed by Section 110.220.85

The subject property is located on the corner of Incline Way and Village Blvd. All abutting properties are in the same regulatory zone of IV-C. To the north is a 4,300-sf office building, to the east is a 6-unit condominium complex and a 4,000-sf office building, to the south is a 3,000-sf commercial building, and to the west is a medical office and two undeveloped parcels.

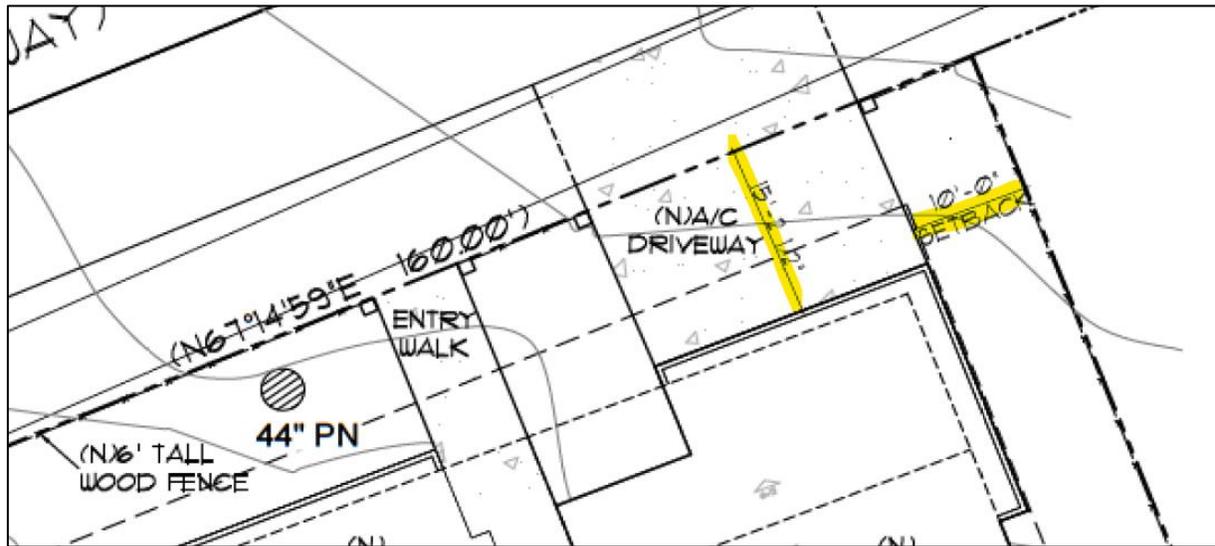
The proposed project site is approximately 35,979-sf (±.82 acres) and is developed with an approximately 10,000-sf commercial building, with both warehouse and retail space uses, constructed in 1975.

The proposed two-story single-family dwelling would include a primary bedroom, kitchen, 2-car garage, with three additional on-site parking spaces, a workshop and garden on the first floor and 4 bedrooms, a kitchenette and office on the second floor. Access to the proposed dwelling would be from Incline Way.

As proposed, the location of the single-family dwelling does not meet the minimum setbacks of 30' in the front and 12' on the sides for a residential use type for a parcel greater in size than 35,000 square feet per Section 110.220.55 Yard and Lot Standards, see below table.

Use Type and Parcel Size	Required Setback			Minimum Parcel Width (Feet)	Minimum Parcel Size (Square Feet)
	Front (Feet)	Side (Feet)	Rear (Feet)		
Residential					3,700 sf.
Greater Than 2.5 Acres	30	15	30	80 ft.	
35,000 Square Feet to 2.5 Acres	30	12	30	80 ft.	
12,000 Square Feet to 34,999.99 Square Feet	20	8	20	60 ft.	
5,000 Square Feet to 11,999.99 Square Feet	20	5	20	60 ft.	

As proposed, the setbacks are 15' 2" in the front yard and 10' on the east side yard, see below.



When the Tahoe Area Plan was adopted in 2021, the general commercial (GC) zoning was removed resulting in a change of the setbacks to a more stringent standard based on the size of the property and the use proposed as identified in the table above. At the time the application was submitted, the applicant was unaware that the setbacks had changed and therefore designed the plans per the previous setbacks which were 10-feet from all property lines.

The Tahoe Area Plan—most recently updated April 15, 2021—anticipates difficulties that slopes and corner lots can pose to development and provides alternative flexible development standards in certain circumstances. WCC 110.220.60(b) allows primary structures to be built up to the front property line when slopes in the front half of the lot exceed 20% or is on a corner lot, so long as the Engineering Division determines the required standards can be met per WCC 110.220.60(a)1-6.

The applicant has since submitted an Administrative Review application (WDADAR24-0005) to reduce the front yard setback from 30' to 15' 2". The Engineering Division provided comments on the application and indicated no concerns with the proposed reduced setback.

Additionally, the applicant has submitted a Minor Deviation of Standards (WDMOD24-0008) to reduce the side yard setback from 12' to 10'. A minor deviation allows for a deviation not to exceed 10 percent of the applicable development code standard. The applicant has requested to deviate 10% of the side yard setback of 12', which meets the minor deviation requirement.

It is anticipated that both permits will be issued prior to the public hearing date for the subject special use permit. Conditions of approval require that both the administrative review permit and directors' modification, for the reduced setbacks, are approved prior to the effective date of the subject special use permit.

The proposed parking and access for the existing commercial building will be relocated to the west and south side of the parcel with access taken from Village Way. The commercial building currently has legal non-conforming number of parking spaces for the 10,000-sf commercial building (18 existing parking spaces) and proposes to increase the number of parking spaces to 25. While this is an improvement, the relocation and intensification of the proposed uses on the parcel requires the development to conform to current development standards.

The proposed number of parking spaces does not meet the minimum number of parking spaces per Table 110.410.10.3 of 30 spaces for "Retail Sales – Comparison Parking Spaces" (3 spaces per 1,000-sf). If the special use permit is approved, conditions of approval require the applicant

to submit a “technically adequate parking analysis” per *Chapter 4 Parking, Loading, and Circulation, C. Modification of Standards: (4) Required Parking Spaces* to be approved by both TRPA and Washoe County prior to building permit approval.

The application indicates a landscape buffer between the residential and commercial use is proposed. If the special use permit is approved, a condition of approval would require a formal landscape plan to be submitted and approved prior to building permit approval.

Reviewing Agencies

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

Agencies	Sent to Review	Responded	Provided Conditions	Contact
Washoe County Sewer	X			
Washoe County Traffic	X			
Washoe County Water Rights Manager (All Apps)	X	X		
Washoe County Engineering (Land Development) (All Apps)	X	X	X	Rob Wimer, rwimer@washoecounty.gov; Janelle Thomas, jkthomas@washoecounty.gov
Washoe County Engineering & Capital Projects Director (All Apps)	X			
Incline Village Roads	X	X		
IVGID	X	X	X	Tim Buxton, tim_buxton@ivgid.org
North Lake Tahoe FPD	X	X	X	Ryan Sommers, rsommers@nltfpd.net; John James,
Tahoe Regional Planning Agency	X			

Staff Comment on Special Use Permit Required Findings

WCC Section 110.810.30, Article 810, *Special Use Permits*, requires that all of the following findings be made to the satisfaction of the Washoe County Board of Adjustment before granting approval of the request. Staff has completed an analysis of the special use permit application and has determined that the proposal is not in compliance with the required findings, without approval of the required findings per Section 110.804.25, Article 804, Variance.

- (a) Consistency. That the proposed use is consistent with the action programs, policies, standards and maps of the Master Plan and the Tahoe Area Plan.

Staff Comment: The proposed addition of a single family dwelling is consistent with the Master Plan and Tahoe Area Plan. Specifically, supporting the goal and policies of the regulatory zone encouraging mixed uses within Town Centers.

- (b) 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 dwelling is required to comply with all Incline Village Improvement District (IVGID) construction requirements for all water and wastewater connection (including fees and a water rights application) as identified in Exhibit A – Agency Comments (IVGID). The Engineering Division reviewed the application and provided conditions of approval with no opposition. The Roads Division indicated concerns with the proposed 6’ fence along Incline Way having

negative impacts associated with snow removal. Conditions of approval require the fence to be a maximum of 3' in height, which the applicant has agreed to.

- (c) Site Suitability. That the site is physically suitable for a single family dwelling, mixed-use development, and for the intensity of such a development.

Staff Comment: The proposal is for a single-family dwelling and an existing commercial building. With the approval of WDADAR24-0005 and WDMOD24-0008, the proposed location of the single-family dwelling meets the minimum setback standards for the Tahoe Plan Area. All development standards for the proposed use(s) have been met.

- (d) 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 parcel has an existing commercial building on the property; the addition of the proposed single-family dwelling will have minimal impacts to the surrounding area. Further, the proposed new access will be an improvement from the current site design.

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

Staff Comment: There are no military installations in the area.

Recommendation

After a thorough analysis and review, Special Use Permit Case Number WSUP24-0002 is being recommended for approval. 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 Special Use Permit Case Number WSUP24-0002 for Hodnefield Community Property Trust, having made the required findings in accordance with Washoe County Code Section 110.810.30 and 110.804.25:

Washoe County Code Section 110.810.30 Special Use Permit Findings

- (a) Consistency. That the proposed use is not consistent with the action programs, policies, standards and maps of the Master Plan and the Tahoe Area Plan;
- (b) 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;
- (c) Site Suitability. That the site is physically suitable for a single-family dwelling and is capable of meeting the required setbacks, and for the intensity of such a development;
- (d) 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;

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

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: Philip GilanFarr; phil@gilanfarrarchitecture.com

Property Owner: Hodnefield Community Property Trust; hodnefield@icloud.com,
sjhodnefield@me.com

Tahoe Agencies: Tahoe Regional Planning Agency, North Lake Tahoe Fire Protection District, Incline Village General Improvement District



Conditions of Approval

Special Use Permit Case Number WSUP24-0002

The project approved under Special Use Permit Case Number WSUP24-0002 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on June 14, 2024. 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 – Courtney Weiche, Senior Planner, 775.328.3608, cweiche@washoecounty.gov

- 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 attach a copy of the action order approving WDADAR24-0005 and WDMOD24-0008 to the building permit submittal associated with the special use permit.**
- c. **The applicant shall include a condition response memorandum with each subsequent permit application. That memorandum shall list each condition of approval, shall provide a narrative describing how each condition has been complied with, and the location of the information showing compliance with each condition within the improvement plan set that has been submitted.**
- d. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit.
- e. 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.
- f. A note shall be placed on all construction drawings and grading plans stating:

NOTE

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

- g. Construction activities shall be limited to the hours between 7am to 7pm, Monday through Saturday only. Any construction machinery activity or any noise associated with the construction activity are also limited to these hours.
- h. The applicant shall submit a landscape plan demonstrating conformance with Article 412, Landscaping, at the time of building permit submittal.
- i. The applicant shall submit a "technically adequate parking analysis" per *Chapter 4 Parking, Loading, and Circulation, C. Modification of Standards: (4) Required Parking Spaces* to be approved by both TRPA and Washoe County prior to building permit approval.

Washoe County Engineering and Capital Projects

2. The following conditions are requirements of Engineering and Capital Projects, which shall be responsible for determining compliance with these conditions.

Contact Name – Robert Wimer, P.E. (775) 328-2059, rwimer@washoecounty.gov

- a. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
- b. Operations and Maintenance (O&M) Manual: The developer shall submit an O&M manual for use by the owner that identifies ongoing and long-term maintenance of infrastructure items including, but not necessarily limited to, retaining walls, rockery walls, and pedestrian sidewalks or pathways for review and approval by the County Engineer prior to the approval of any grading or building permit for this project. The O&M manual shall address inspection frequency, types of equipment to be used for the operation and maintenance of the improvements, and a site plan that graphically depicts the access points and features that will be owned and maintained by the owner.

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

Contact Information: Robert Wimer, P.E. (775) 328-2059

- a. The following note shall be added to the construction drawings; "All properties, regardless of if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitchell Fink, P.E. (775) 328-2050

- a. All roadway improvements necessary (including but not limited to, curb, gutter, sidewalk, signing and striping, driveway access, and street lighting) to serve the project shall be designed and constructed to County standards and specifications to the satisfaction of the County Engineer.
- b. The applicant shall submit an encroachment and excavation permit application for review and approval for any construction within Washoe County Right of Way.
- c. The applicant shall submit a Revocable Occupancy Permit application for review and approval for any private improvements (landscaping, parking, etc.) in the Washoe County Right of Way.
- d. Proposed fences constructed along the Washoe County Right of Way shall meet sight visibility requirements. The design shall comply with AASHTO sight distance standards.

UTILITIES (County Code 422 & Sewer Ordinance)

Contact Information: Alexander Mayorga, P.E. (775) 328-2313

Conditions:

- a. All necessary utilities shall be stubbed beyond the edge of pavement for future development to the satisfaction of the County Engineer.

- b. The applicant shall conform to all conditions imposed by intergovernmental agreements required to provide sewer and reclaim water service to the subject project, and, if required, be a party to any such agreements.
- c. The applicant shall conform to all Washoe County utility design standards, including but not limited to, gravity sewer collection system, lift station design, and reclaim water design.

*** End of Conditions ***

Date: March 25, 2024

To: Courtney Weiche, Senior Planner

From: Janelle K. Thomas, P.E., C.F.M., Senior Licensed Engineer
Robert Wimer, P.E., Licensed Engineer

Re: Special Use Permit for **250 Village WSUP24-0002**
APN 132-232-01

GENERAL PROJECT DISCUSSION

Washoe County Engineering staff has reviewed the above referenced application. The Special Use Permit is for the construction of a 6,637 square foot single family dwelling in a commercial zone and is located on approximately 0.826 acres north of Southwood Boulevard on the east side of Village Boulevard south of Tahoe Boulevard. The Engineering and Capital Projects Division recommends approval with the following comments and conditions of approval which supplement applicable County Code and are based upon our review of the site and the application prepared by GilanFarr Architecture. The County Engineer shall determine compliance with the following conditions of approval.

For questions related to sections below, please contact the staff's name referenced.

GENERAL CONDITIONS

Contact Information: Robert Wimer, P.E. (775) 328-2059

Conditions:

1. A complete set of construction improvement drawings, including an on-site grading plan, shall be submitted when applying for a building/grading permit. Grading shall comply with best management practices (BMP's) and shall include detailed plans for grading, site drainage, erosion control (including BMP locations and installation details), slope stabilization, and mosquito abatement. Placement or removal of any excavated materials shall be indicated on the grading plan. Silts shall be controlled on-site and not allowed onto adjacent property.
2. Operations and Maintenance (O&M) Manual: The developer shall submit an O&M manual for use by the owner that identifies ongoing and long-term maintenance of infrastructure items including, but not necessarily limited to, retaining walls, rockery walls, and pedestrian sidewalks or pathways for review and approval by the County Engineer prior to the approval of any grading or building permit for this project. The O&M manual shall address inspection frequency, types of equipment to be used for the operation and maintenance of the improvements, and a site plan that graphically depicts the access points and features that will be owned and maintained by the owner.

DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)

Contact Information: Robert Wimer, P.E. (775) 328-2059

Conditions:

1. The following note shall be added to the construction drawings; "All properties, regardless of if they are located within or outside of a FEMA designated flood zone, may be subject to flooding. The property owner is required to maintain all drainage easements and natural drainages and not perform or allow unpermitted and unapproved modifications to the property that may have detrimental impacts to surrounding properties."

TRAFFIC AND ROADWAY (COUNTY CODE 110.436)

Contact Information: Mitchell Fink, P.E. (775) 328-2050

Conditions:

1. All roadway improvements necessary (including but not limited to, curb, gutter, sidewalk, signing and striping, driveway access, and street lighting) to serve the project shall be designed and constructed to County standards and specifications to the satisfaction of the County Engineer.
2. The applicant shall submit an encroachment and excavation permit application for review and approval for any construction within Washoe County Right of Way.
3. The applicant shall submit a Revocable Occupancy Permit application for review and approval for any private improvements (landscaping, parking, etc.) in the Washoe County Right of Way.
4. Proposed fences constructed along the Washoe County Right of Way shall meet sight visibility requirements. The design shall comply with AASHTO sight distance standards.

UTILITIES (County Code 422 & Sewer Ordinance)

Contact Information: Alexander Mayorga, P.E. (775) 328-2313

Conditions:

1. All necessary utilities shall be stubbed beyond the edge of pavement for future development to the satisfaction of the County Engineer.
2. The applicant shall conform to all conditions imposed by intergovernmental agreements required to provide sewer and reclaim water service to the subject project, and, if required, be a party to any such agreements.
3. The applicant shall conform to all Washoe County utility design standards, including but not limited to, gravity sewer collection system, lift station design, and reclaim water design.

Date	3-19-24
Attention	Courtney Weiche, Senior Planner
Re	Special Use Permit Case Number WSUP24-0002 (250 Village)
APN	132-232-01
Service Address	250 Village
Owner	Hodnefield Community Property Trust

Special Use Permit Case Number WSUP24-0002 (250 Village) - For hearing, discussion, and possible action to approve a special use permit for a 6,637 square foot single family dwelling with an existing 10,000 square foot retail commercial building, defined as a mixed use project, at 250 Village Blvd. A special use permit is required for single family dwellings in the Incline Village Commercial regulatory zone.

- Applicant: Gilanfarr Architecture
- Property Owner: Hodnefield Community Property Trust
- Location: 250 Village, Incline Village NV
- Assessor's Parcel Number(s): 132-232-01

- Parcel Size: 0.826 acres
- Master Plan Category: Tahoe Incline Village Commercial (Tahoe I-VC)
- Regulatory Zone: Tahoe Incline Village Commercial (Tahoe I-VC)
- Area Plan: Tahoe
- Development Code: Authorized in article 810, Special Use Permits
- Commission District: 1 – Commissioner Hill
- Staff: Courtney Weiche, Senior Planner
Washoe County Community Services Department
Planning and Building Division
- Phone: 775-328-3608
- E-mail: cweiche@washoecounty.gov

IVGID Comments: The requested Single Family Dwelling (SFD) home must comply to all IVGID construction requirements as a new home for all water and wastewater connection fees and water rights application as this parcel shall be billed under a commercial billing rate per IVGD water ordinance 5:16 and 5:20 subsection E.

From: [John James](#)
To: [Weiche, Courtney](#)
Subject: #4 Special Use Permit Case Number WSUP24-0002 (250 Village)
Date: Thursday, March 21, 2024 7:41:16 AM

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

Hello Courtney,

With regard to the #4 Special Use Permit Case Number WSUP24-0002 (250 Village) - Board of Adjustment meeting scheduled for May 2, 2024.

NLTFPD is now aware about this project and will do a compliance review upon the formal submission of Washoe County for a building permit.

Respectfully,



John James
Fire Marshal
Office: [775.831.0351](tel:775.831.0351) x8131 | Cell: [775.413.9344](tel:775.413.9344)
Email: jjames@nltpd.net
[866 Oriole Way | Incline Village | NV 89451](#)



From: [Burke, Cody M](#)
To: [Weiche, Courtney](#)
Subject: #1 and #3 March Agency Review
Date: Monday, March 18, 2024 11:08:50 AM
Attachments: [Outlook-3awqk5n.png](#)
[Outlook-ikfchdv2.png](#)
[Outlook-ujx31ckn.png](#)
[Outlook-ly1cnrkp.png](#)
[Outlook-0paewin4.png](#)

I see no issues with Case #1 (Gamblers Run Music Festival).

Case #3 (250 Village Blvd) poses snow removal storage concerns with the 6ft wood fence that borders the AC pedestrian path along Incline Way. It is my belief that the proposed fence would be too close to the pedestrian path and allow for less than adequate snow storage. If the wood fence were to tie into the property of 908 Incline I would see no issues with snow removal storage.



Cody Burke
Supervisor | Community Services Department
cmburke@washoecounty.gov | Office: 775.300.1985
625 Mt. Rose Hwy, Incline Village, NV 89451



Date: March 27, 2024

To: Courtney Weiche, Senior Planner

From: Timber Weiss, P.E., Licensed Engineer

Re: Special Use Permit Case Number WSUP24-0002 (250 Village)

GENERAL PROJECT DISCUSSION

For hearing, discussion, and possible action to approve a special use permit for a 6,637 square foot single family dwelling with an existing 10,000 square foot retail commercial building, defined as a mixed use project, at 250 Village Blvd. A special use permit is required for single family dwellings in the Incline Village Commercial regulatory zone.

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

No water rights conditions for this permit. Applicant shall comply with IVGID standards for development.

Public Notice

Washoe County Code requires that public notification for a special use permit must 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. A notice setting forth the time, place, purpose of hearing, a description of the request and the land involved was sent within a 500-foot radius of the subject property. A total of 81 separate property owners were noticed a minimum of 10 days prior to the public hearing date.



Public Notice Map

WSUP24-0002 (Hodnfield Singe Family Dwelling)

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: Hodnefield Addition			
Project Description: We propose to construct a 6637 sf SFD As a part of mixed use development which includes an existing 10,000 S.f retail commercial building. . We also propose to modify the drive approach and parking area associated with the commercial building to incorporate a better street presence and landscaping.			
Project Address: 250 Village, Incline Village NV			
Project Area (acres or square feet): 37,979 s.f			
Project Location (with point of reference to major cross streets AND area locator): North of Southwood Blvd on the east side of Village Blvd south of Tahoe BLVD			
Assessor's Parcel No.(s):	Parcel Acreage:	Assessor's Parcel No.(s):	Parcel Acreage:
132-232-01	0.826 Acres		
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: HODNEFIELD COMMUNITY PROPERTY TRUST		Name: GilanFarr Architecture	
Address: 800 SOUTHWOOD BLVD # 105		Address: P.O box 6987	
INCLINE VILLAGE NV Zip: 89451		Incline Village Zip: 89451	
Phone: 925-548-6824 Fax:		Phone: 775-831-8001 Fax:	
Email: hodnefield@icloud.com,sjhodnefield@me.com		Email: office@gilanfarrarchitecture.com	
Cell: Other:		Cell: Other:	
Contact Person: Reece Barbosa		Contact Person: Reece Barbosa	
Applicant/Developer:		Other Persons to be Contacted:	
Name: Gilanfarr Architecture		Name:	
Address: P.O box 6987		Address:	
Incline Village Zip: 89451		Zip:	
Phone: 775-831-8001 Fax:		Phone: Fax:	
Email: office@gilanfarrarchitecture.com		Email:	
Cell: Other:		Cell: Other:	
Contact Person: Reece Barbosa		Contact Person:	
For Office Use Only			
Date Received: Initial:		Planning Area:	
County Commission District:		Master Plan Designation(s):	
CAB(s):		Regulatory Zoning(s):	

Special Use Permit Application Supplemental Information

(All required information may be separately attached)

1. What is the project being requested?

There is an existing 10000 SF office commercial building. We propose to add a new 6637 sf SFD As part of the development we propose to modify the drive approach and parking area associated with the commercial building to incorporate a better street presence and landscaping

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

See Attached

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

Within two years of issue permit, intending to begin May 1,2024 with completion in summer of 2025 this would include renovation of the commercial building parking area

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 incline village commercial regulatory zone promotes mixed use development. There are a number of other projects in this area that have incorporated residential with their commercial use

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

the opportunity for a live work environment in adjacent to the downtown core will reduce vehicle trips

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

we do not anticipate any negative impacts

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.

The Single Family Dwelling will have parking separate from the commercial spaces. We propose a landscape buffer between residential and commercial use. The commercial parking and landscaping will be upgraded to meet the plan area standards.

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
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9. Utilities:

a. Sewer Service	ivgid
b. Electrical Service	nv energy
c. Telephone Service	att
d. LPG or Natural Gas Service	southwest
e. Solid Waste Disposal Service	ivgid
f. Cable Television Service	spectrum
g. Water Service	ivgid

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.

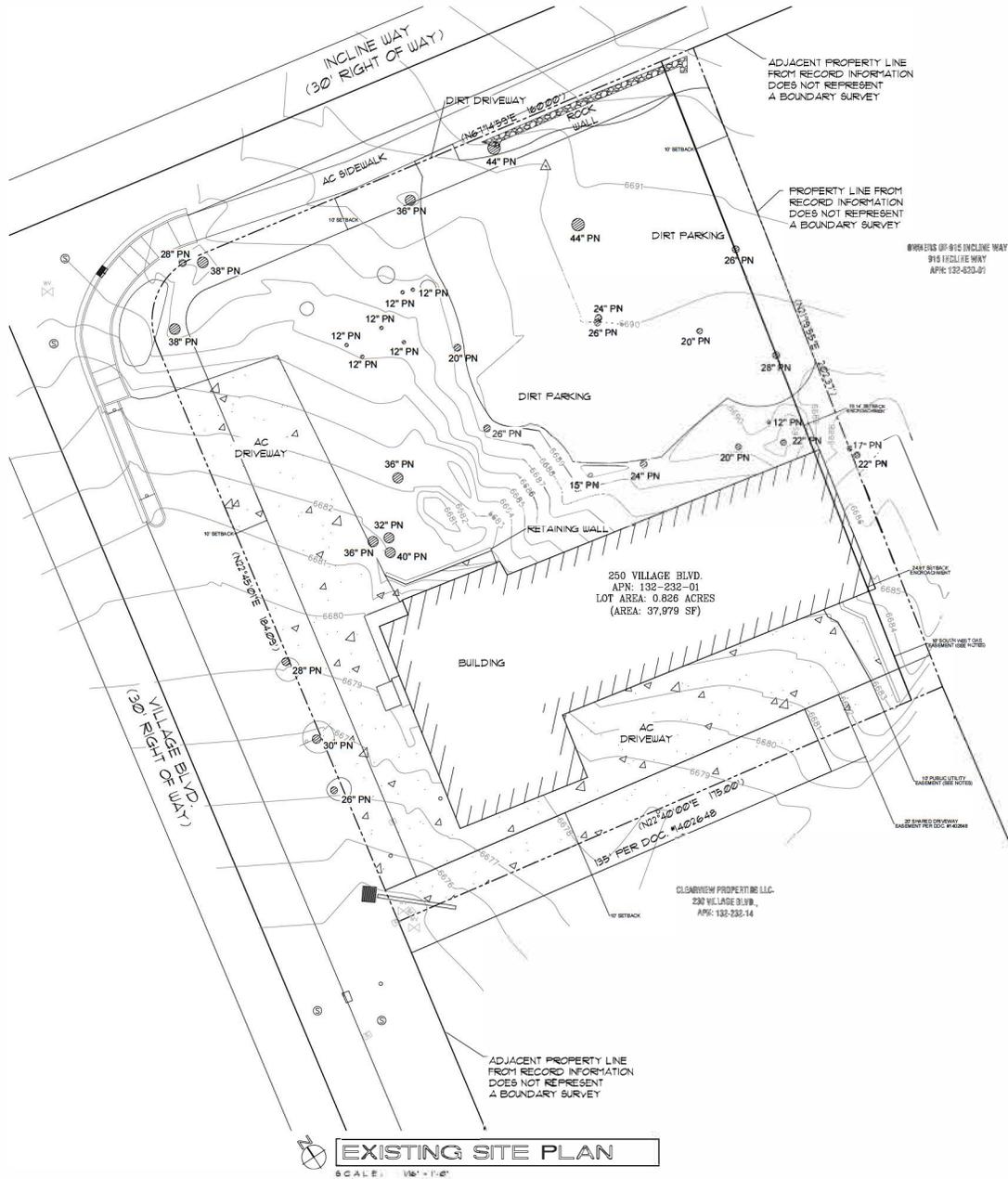
h. Permit #	N/A	acre-feet per year	
i. Certificate #	N/A	acre-feet per year	
j. Surface Claim #	N/A	acre-feet per year	
k. Other #	N/A	acre-feet per year	

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	Fire Station 11- NLTFPD 875 Tanager St
b. Health Care Facility	Incline Village Community Hospital 880 Alder Ave
c. Elementary School	Incline Elementary School, 915 Northwood BLVD
d. Middle School	Incline Middle School, 931 Southwood BLVD
e. High School	Incline High School, 499 Village Blvd
f. Parks	Incline Park, 939 Southwood BLVD
g. Library	Incline Village Library, 845 Alder Ave
h. Citifare Bus Stop	HWY 28 at Village Blvd, Stop ML



EXISTING SITE PLAN
 SCALE: 1/8" = 1'-0"

ADJACENT PROPERTY LINE FROM RECORD INFORMATION DOES NOT REPRESENT A BOUNDARY SURVEY

PROPERTY LINE FROM RECORD INFORMATION DOES NOT REPRESENT A BOUNDARY SURVEY

ADJACENT PROPERTY LINE FROM RECORD INFORMATION DOES NOT REPRESENT A BOUNDARY SURVEY

250 VILLAGE BLVD.
 APN: 132-232-01
 LOT AREA: 0.828 ACRES
 (AREA: 37,979 SF)

CLARVIEW PROPERTY LLC
 230 VILLAGE BLVD.
 APN: 132-232-14

WORKERS OFF-RIDE (INCLINE WAY)
 916 INCLINE WAY
 APN: 132-432-01

LEGEND:

- EXISTING BUILDING
- EXISTING DECKS & STAIRS
- EXISTING ASPHALT & CONCRETE
- SEWER MAN HOLE
- WATER METER
- WATER VALVE

SURVEY NOTES:

1. BASIS OF BEARINGS ARE ASSUMED, TAKEN FROM THE COMMERCIAL SUB NO. 1, PORTION OF SOUTH 1/2 OF SECTION 5, T6N R8E, OFFICIAL RECORDS OF WASHOE COUNTY, NEVADA.
2. VERTICAL DATUM IS ASSUMED, TAKEN FROM USGS INFORMATION (NAVD 88).
3. TOPOGRAPHY IS SHOWN AT A 1 FOOT CONTOUR INTERVAL.
4. THIS SURVEY DOES NOT CONSTITUTE A BOUNDARY SURVEY. ALL PROPERTY LINE INFORMATION IS FROM RECORD AND IS PROVIDED FOR REFERENCE ONLY.
5. PUBLIC UTILITY EASEMENT - LOT 1, BLOCK D OF COMMERCIAL SUBDIVISION NO. 1, WASHOE COUNTY, NEVADA, ACCORDING TO THE MAP THEREOF, FILED IN THE OFFICE OF THE COUNTY RECORDER OF WASHOE COUNTY, STATE OF NEVADA, ON MARCH 2, 1968 SUBJECT TO A UTILITY EASEMENT, 10 FEET IN WIDTH, ALONG THE SOUTHEASTERN LINE, PER DOCUMENT #492011.
6. SOUTHWEST GAS EASEMENT - THE EASTERLY 10 FEET OF LOT 1, BLOCK D OF COMMERCIAL SUBDIVISION NO. 1, WASHOE COUNTY, NEVADA, ACCORDING TO THE MAP THEREOF FILED IN THE OFFICE OF THE COUNTY RECORDER OF WASHOE COUNTY, STATE OF NEVADA, ON MARCH 2, 1968, PER DOCUMENT #494389.

ZONING AND SETBACK NOTES:

1. PROPERTY IS ZONED TA-1VC (TAHOE-INCLINE VILLAGE COMMERCIAL REGULATORY ZONE) MINIMUM LOT AREA 10,000 SF WITH SETBACKS OF 10 FT FRONT & REAR, 10 FT SIDES, PER THE WASHOE COUNTY TAHOE AREA PLAN & PER THE WDCD SECTION 110.220.55 AND TABLE 110.220.03 TAHOE AREA YARD AND LOT STANDARDS.

LAND CAPABILITY NOTE:

NO LAND CAPABILITY DETERMINATION HAS BEEN ENTERED.

BMP:

BMP CERTIFICATE ISSUED ON 10/12/2021 13080

COVERAGE CALCULATIONS:

FRPA PARCEL AREA = 0.828 ACRES (35919 SF)
 GLASS & 30%
 BASE ALLOWABLE COVERAGE = 11394 SF

EXISTING COVERAGE CALCULATIONS

BUILDING	7162 SF
DIRT PARKING	8796 SF
ASPHALT & CONCRETE	9345 SF
TOTAL:	25303 SF



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 VOICE: 075 891-8001
 FAX: 075 891-8008

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EXISTING SITE PLAN

CUSTOM RESIDENCE FOR
JERRY AND SHERI HODNFIELD
 250 VILLAGE BLVD. INCLINE VILLAGE, NEVADA
 COMMERCIAL SUB WASHOE COUNTY, NEVADA
 APN: 132-232-01

REVISIONS

NO.	DATE	DESCRIPTION

FILE: 250 VILLAGE

DATE: 03/02/24

SCALE: AS NOTED

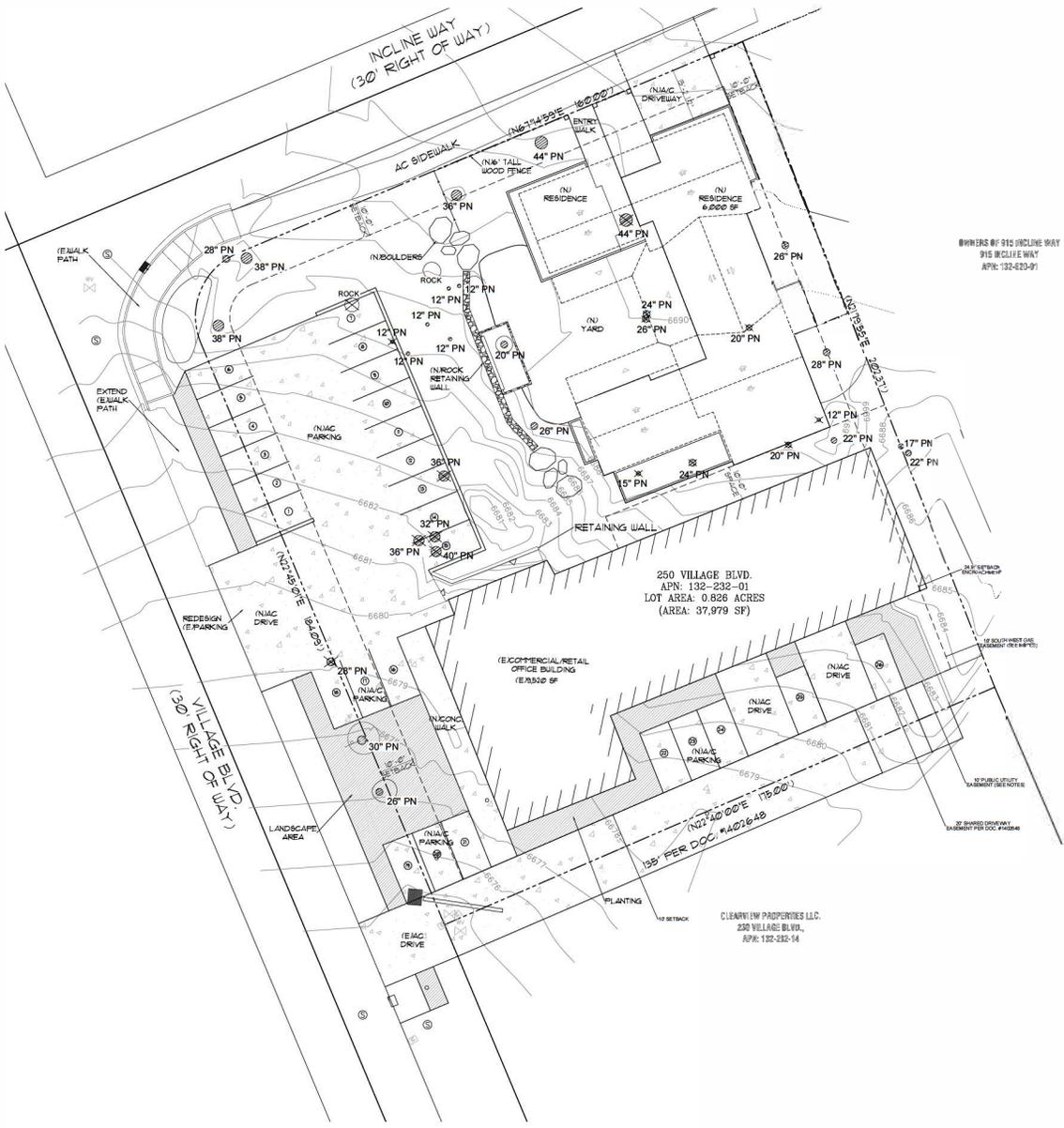
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SHEET:

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OF 11 SHEETS

Mar 08, 2024 - 12:48pm
 C:\Users\Glanfarr\OneDrive - Glanfarr Architecture\Documents - Glanfarr Architecture\Documents - Glanfarr Architecture\Projects\315 Incline Way\315 Village Blvd\315 Village Blvd working.dwg



OWNERS OF 912 INCLINE WAY
 915 WILFIE WAY
 APN: 132-220-01

250 VILLAGE BLVD.
 APN: 132-232-01
 LOT AREA: 0.826 ACRES
 (AREA: 37,979 SF)

COMMERCIAL RETAIL
 OFFICE BUILDING
 (6,830 SF)

CLEARVIEW PROPERTIES LLC
 250 VILLAGE BLVD.
 APN: 132-232-14

PROPOSED SITE PLAN

SCALE: 1/8" = 1'-0"



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FILE: **SITE PLAN**

CUSTOM RESIDENCE FOR
JERRY AND SHERI HODNFIELD
 250 VILLAGE BLVD. INCLINE VILLAGE, NEVADA
 (APN: 132-232-01)

NO.	REVISIONS

FILE: 250 VILLAGE

DATE: 02/02/24

SCALE: AS NOTED

DRAWN: ACO

SHEET:
C10
 OF 11 SHEETS

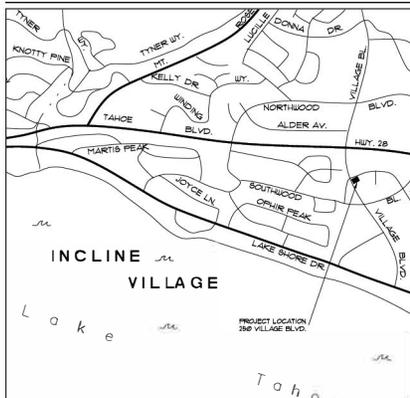
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VILLAGE ESTATE

250 VILLAGE BLVD INCLINE VILLAGE WASHOE NEVADA 132-232-01
 CUSTOM HOME FOR JERRY AND SHERRI HODNEFIELD



VICINITY MAP



PROJECT SUMMARY

DESIGN CRITERIA:

(RESIDENCE: RD W/ 1 GARAGE) TYPE V-N CONSTRUCTION
 TWO STORY WOOD FRAMED BUILDING W/ ATTACHED TWO CAR GARAGE.

THIS PROJECT PROPOSES TO UTILIZE THE DIRTY AREA EXISTING ON THE PARCEL TO CONSTRUCT A TWO STORY SINGLE FAMILY RESIDENCE CONTAINING 5 BEDROOMS AND 5 BATHROOMS W/ ATTACHED TWO CAR GARAGE. THIS PROJECT WILL ALSO INCLUDE A COVERED ENTRY AREA AND PAVED PATIO PATHS AS PART OF A MIXED USE DEVELOPMENT WHICH INCLUDE AN EXISTING 1032 SF RETAIL/COMMERCIAL DRAWINGS

SQUARE FOOTAGE:	
LOWER LEVEL	3278 SF
UPPER LEVEL	1048 SF
TOTAL AREA	4326 SF
GARAGE	675 SF
WORKSHOP	630 SF



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 FAX. (775) 831-8068

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NOTES:

THIS PROJECT IS DESIGNED UNDER THE JOSS EDITION OF THE INTERNATIONAL BUILDING CODE (IBC) OF THE INTERNATIONAL CONFERENCE OF BUILDING OFFICIALS CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS SHOWN ON THESE DRAWINGS WITH THOSE SET AT THE SITE. ANY VARIATION WHICH REQUIRES PHYSICAL CHANGE SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT.

THESE DRAWINGS REMAIN THE PROPERTY OF GILANFARR ASSOCIATES ARCHITECTURE, A PROFESSIONAL CORPORATION. COPIES OF THESE DRAWINGS RETAINED BY THE CLIENT MAY BE UTILIZED ONLY FOR USE ON THE PARCEL FOR WHICH THEY WERE PREPARED AND ARE NOT FOR THE CONSTRUCTION OF ANY OTHER PROJECT.

STRUCTURAL ENGINEER:

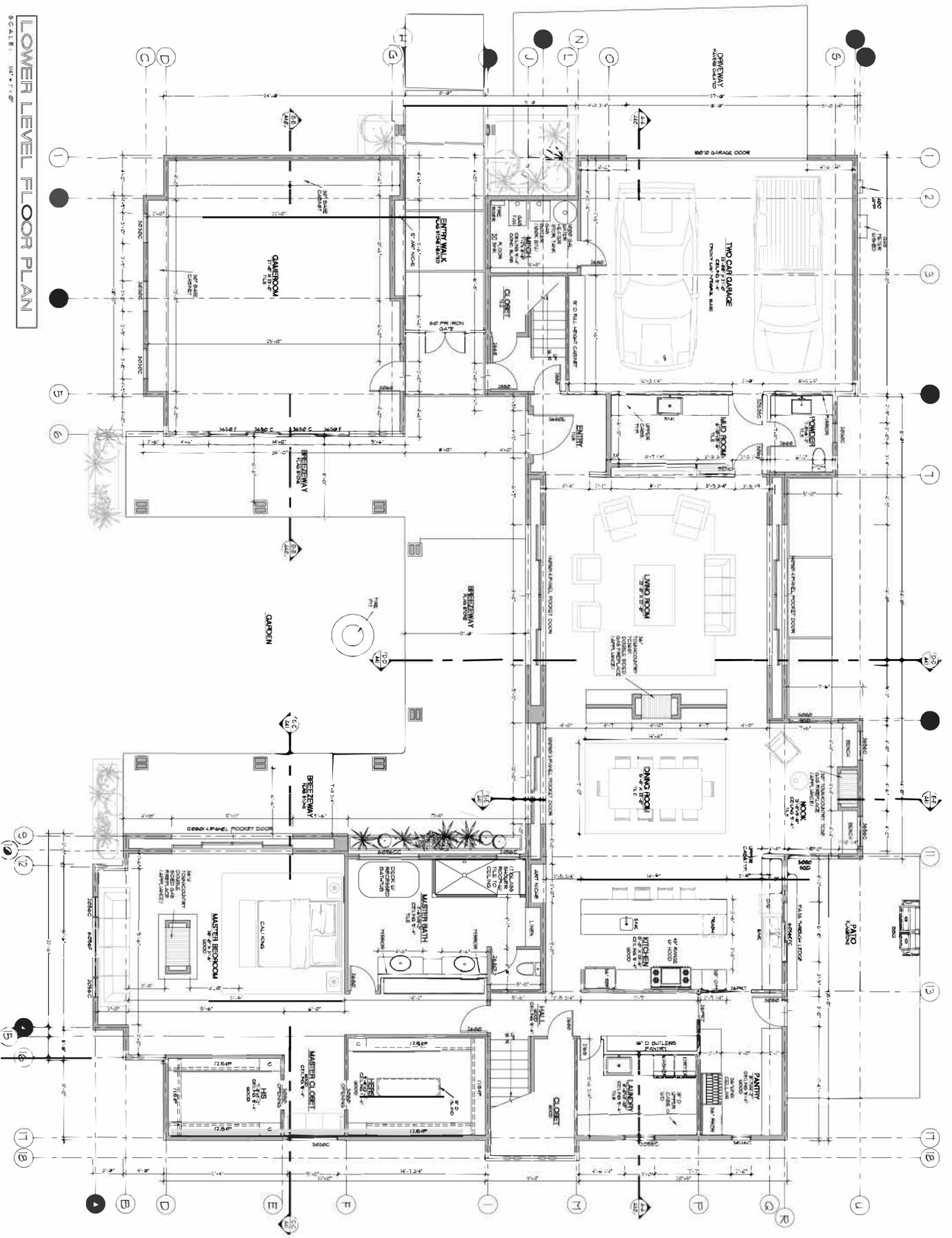
STRUCTURED ENGINEERS LLC
 JEFF WARREN, P.E. PRINCIPAL
 572 JENNIFER ST. SUITE 1
 INCLINE VILLAGE, NEVADA
 775-832-4510

OWNER:

JERRY & SHERRI HODNEFIELD
 250 VILLAGE BLVD
 INCLINE VILLAGE, NV 89451

SHEET INDEX JANUARY 18, 2024

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C16	PROPOSED SITE PLAN
A10	LOWER LEVEL FLOOR PLAN
A20	UPPER LEVEL FLOOR PLAN
A30	NEW ELEVATIONS
A31	NEW ELEVATIONS



LOWER LEVEL FLOOR PLAN
 SCALE: 1/4" = 1'-0"

	NO BOX 444 CENTRAL BLVD, RENO, NV 89503 (775) 785-1800 WWW.GILANFARRARCHITECTURE.COM
	WSUP24-0002 EXHIBIT D

TITLE	LOWER LEVEL FLOOR PLAN
CLIENT	JERRY AND SHEILA HODNEFIELD
PROJECT	250 VILLAGE BLVD, RENO, NV
DATE	04/11/24
SCALE	1/4" = 1'-0"
DRAWN BY	MM
CHECKED BY	MM
FILE	MM
REVISIONS	

