# WSUP25-0013

(3485 ROLLING RIDGE ROAD, 085-512-32) WASHOE COUNTY, SPECIAL USE PERMIT, 10/2/2025



# **Board of Adjustment Staff Report**

Meeting Date: October 2, 2025 Agenda Item: 9A

SPECIAL USE PERMIT CASE NUMBER: WSUP25-0013 (Sanctuary of God Church) BRIEF SUMMARY OF REQUEST: To obtain a special use permit for a religious assembly use to allow the construction of a 15,000-square-foot single-story church at 3485 Rolling

Ridge Road.

Eric Young, Senior Planner STAFF PLANNER:

775.328.3613

eyoung@washoecounty.gov

# CASE DESCRIPTION

For hearing, discussion, and possible action to approve a special use permit for a religious assembly use to allow the construction of a 15,000-square-foot single-story church which would include approximately 9,000 square feet of worship/assembly space (sanctuary, stage, and circulation) and 6,000 square feet of support areas, such as classrooms, offices, restrooms, and foyer. The project would also include a parking area for 154 parking spaces, utility infrastructure, and site grading in the amount of 18,000 cubic yards.

Sierra Builders of Nevada Applicant:

Property Owner: Abner and Manuel Lopez

Location: 3485 Rolling Ridge Road

APN: 085-512-32 Parcel Size: 5.003 acres

Master Plan: Suburban Residential

Regulatory Low Density Suburban Zone:

(LDS)

North Valleys Planning Area:

Development Authorized in Article 810.

Code: Special Use Permits

Commission

District:

5 – Commissioner Herman



### STAFF RECOMMENDATION

**APPROVE** APPROVE WITH CONDITIONS DENY

1001 E. Ninth St., Reno, NV 89512-2845

Telephone: 775.328.6100 - Fax: 775.328.6133

www.washoecounty.gov/csd/planning and development

WSUP25-0013 **SANCTUARY OF GOD CHURCH** 



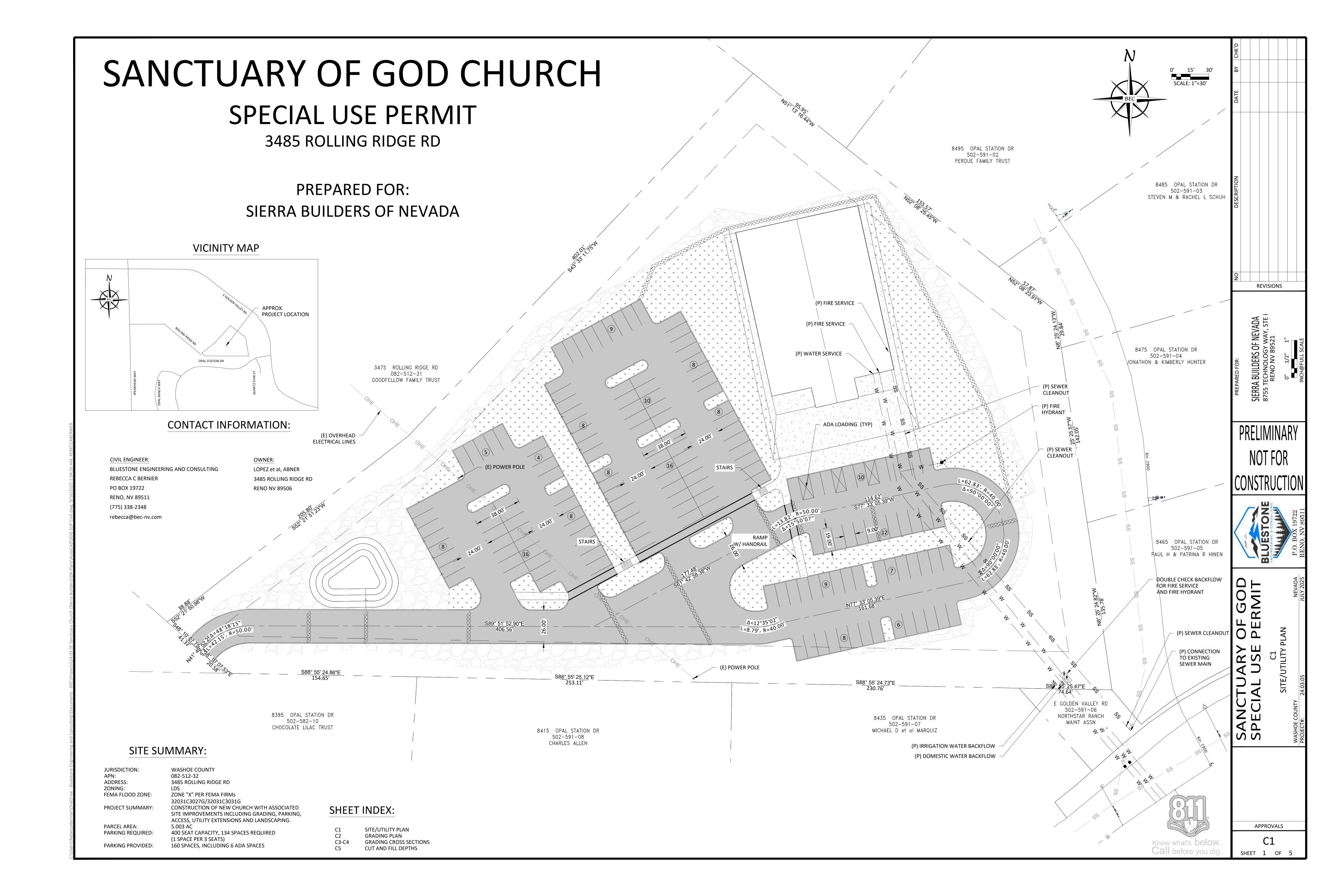


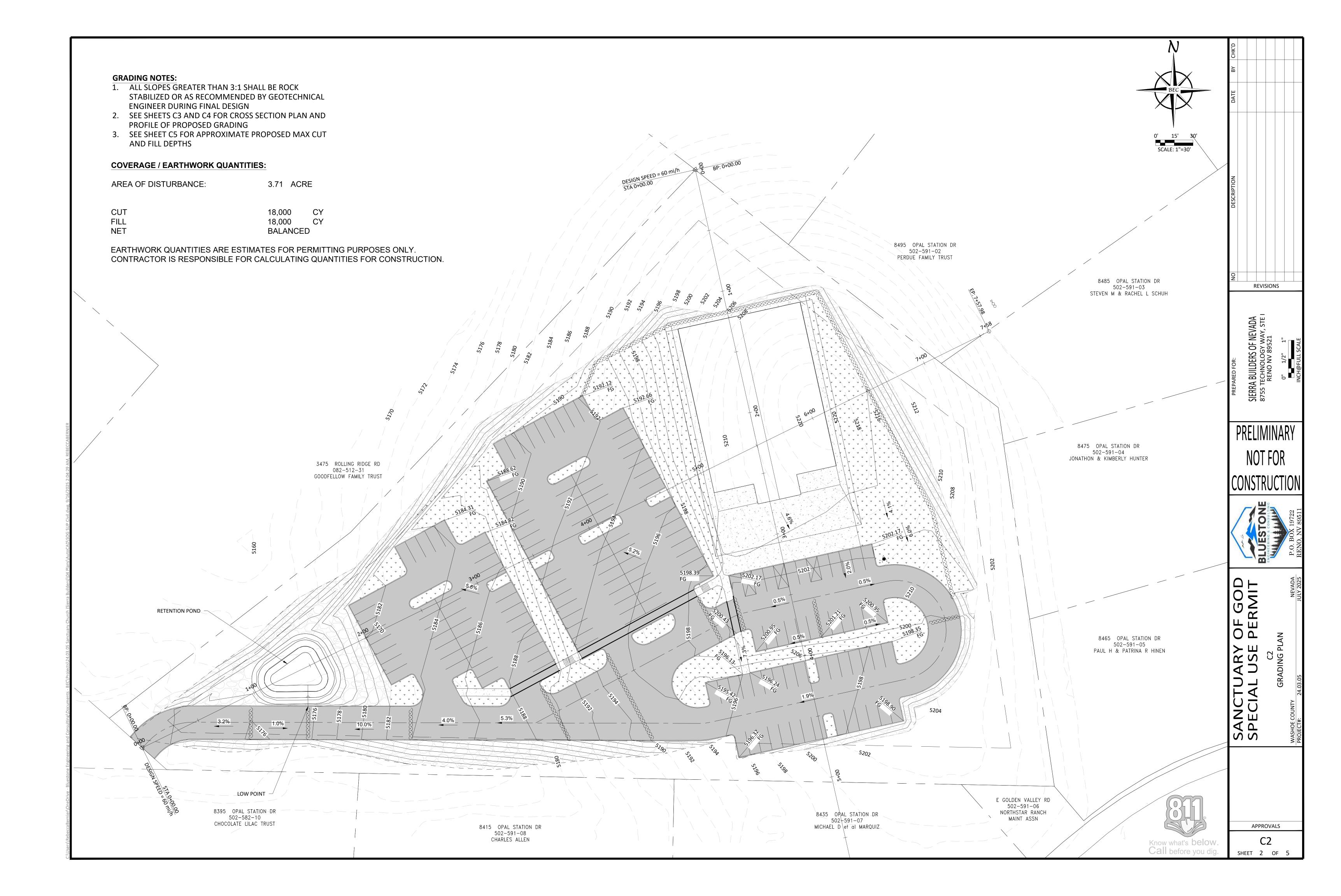
No. Revision Date

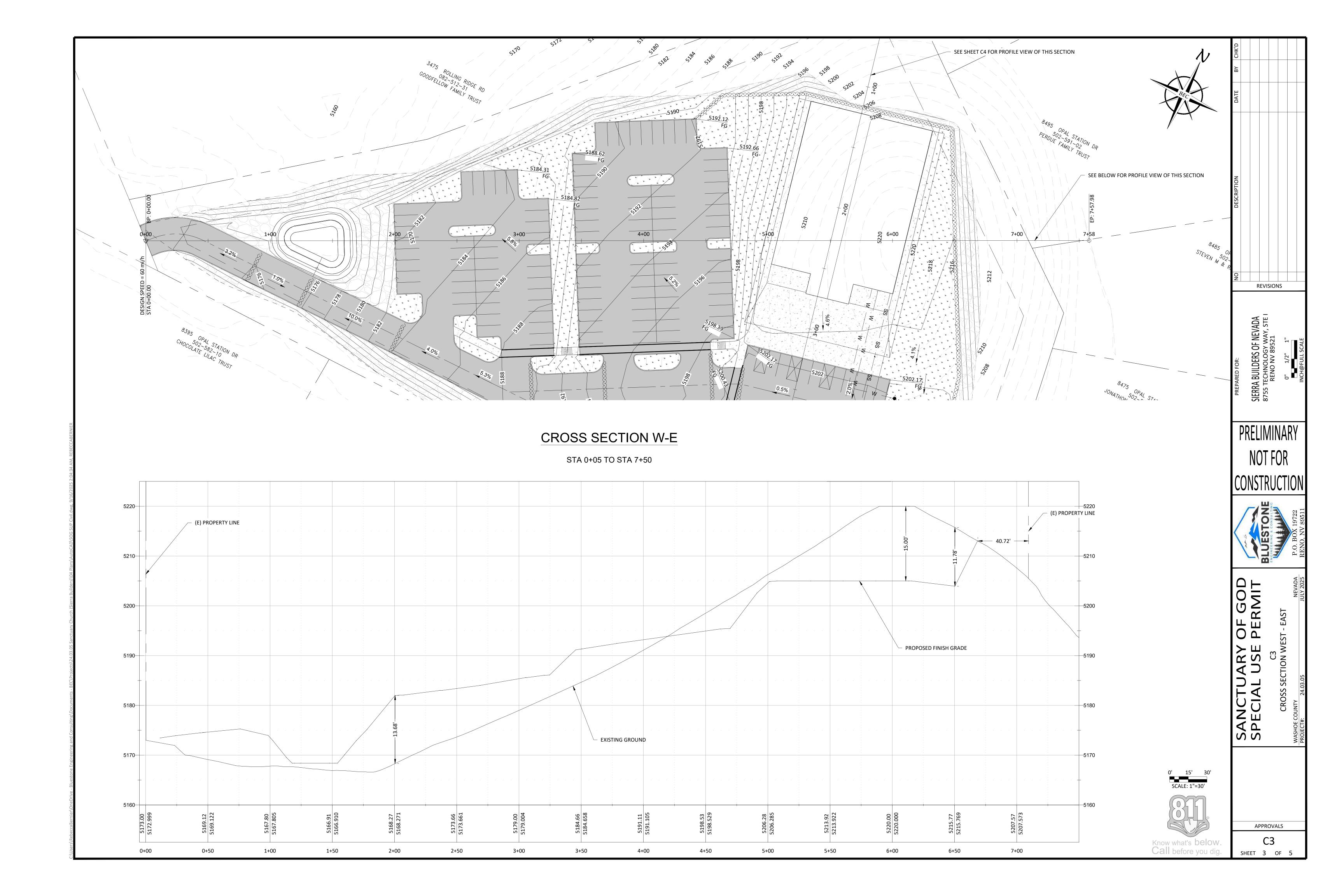
LA No: 820-507-06-25 Designed: MAC

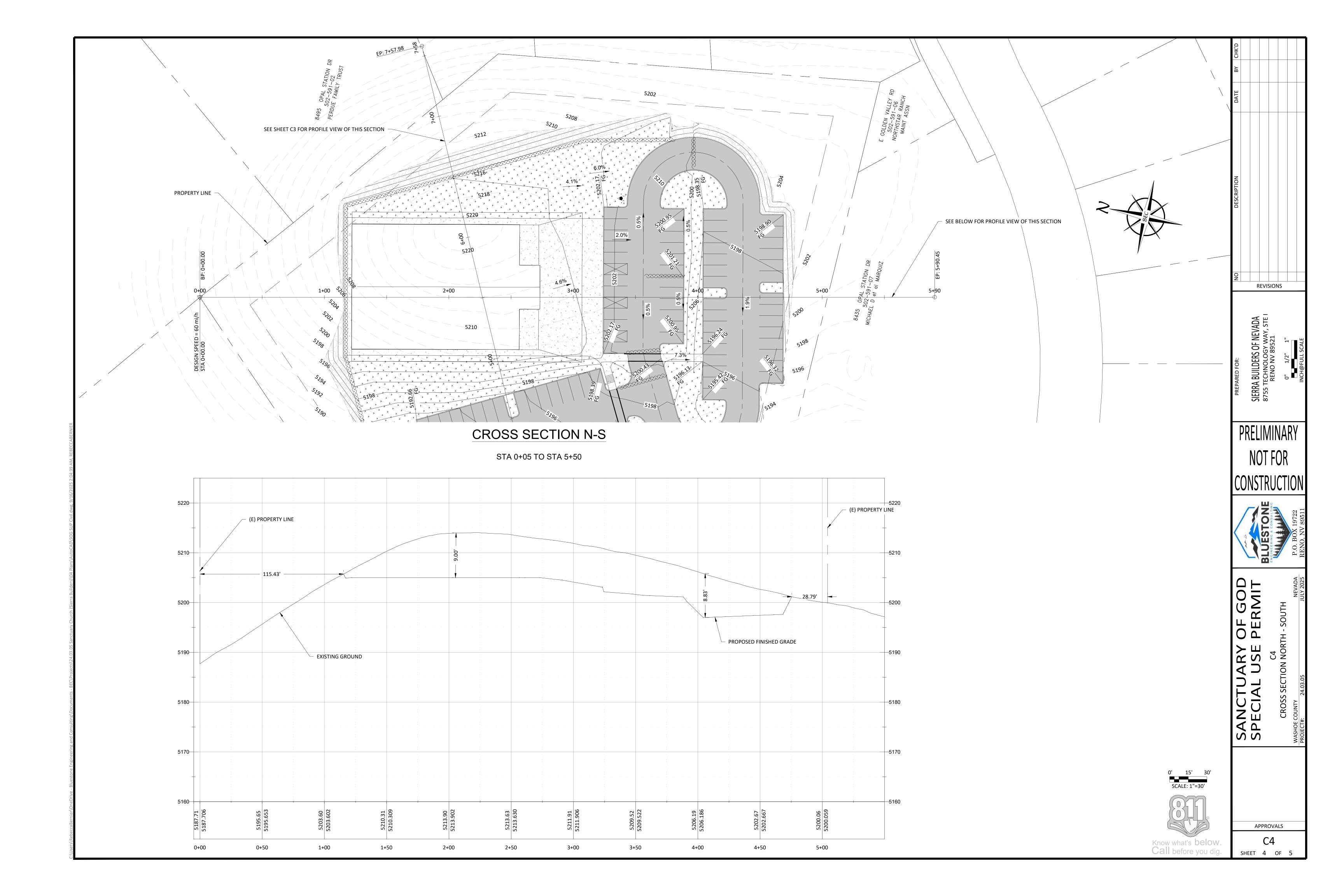
Drawn: KMK Checked: RWH

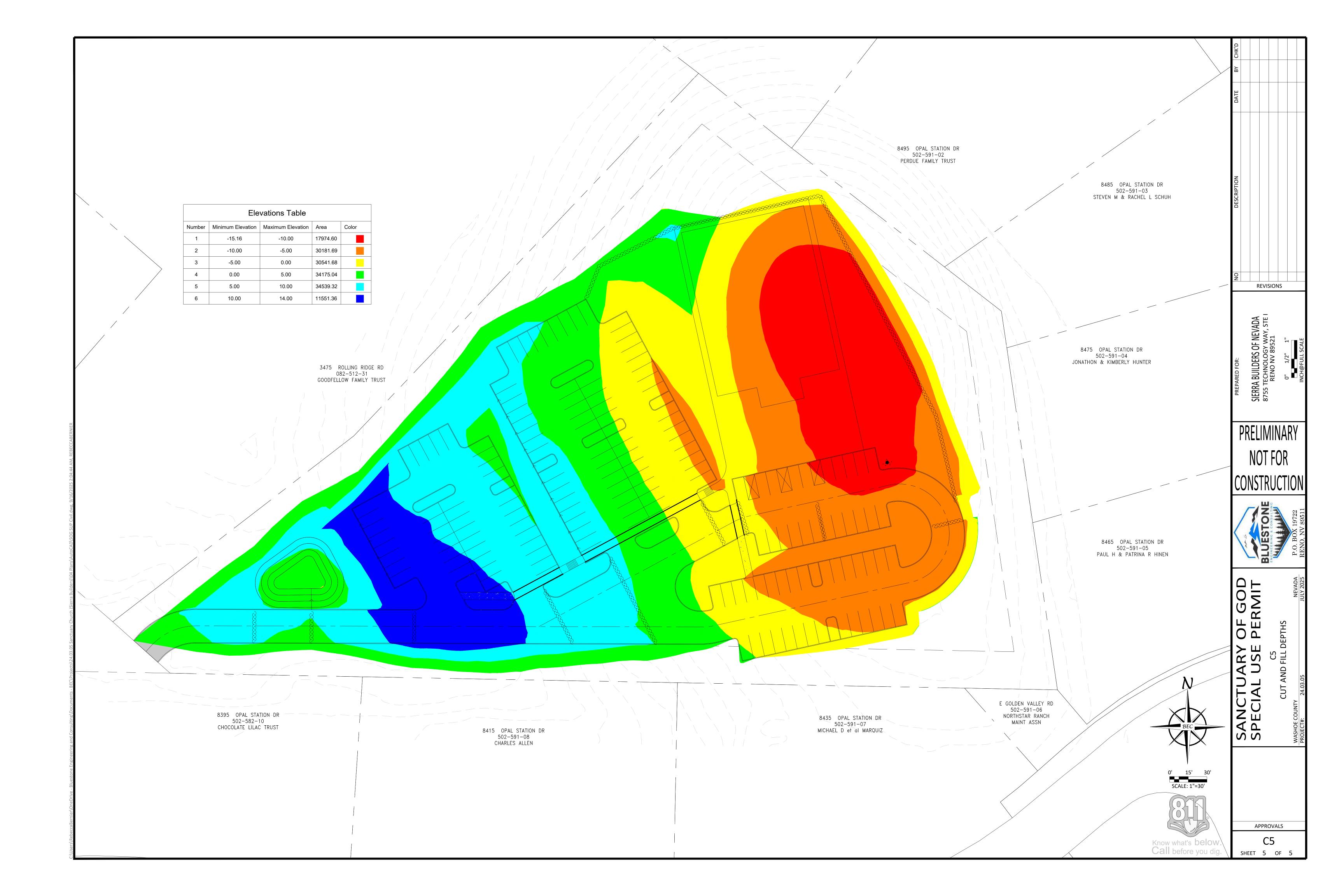
Date: 7/7/2025

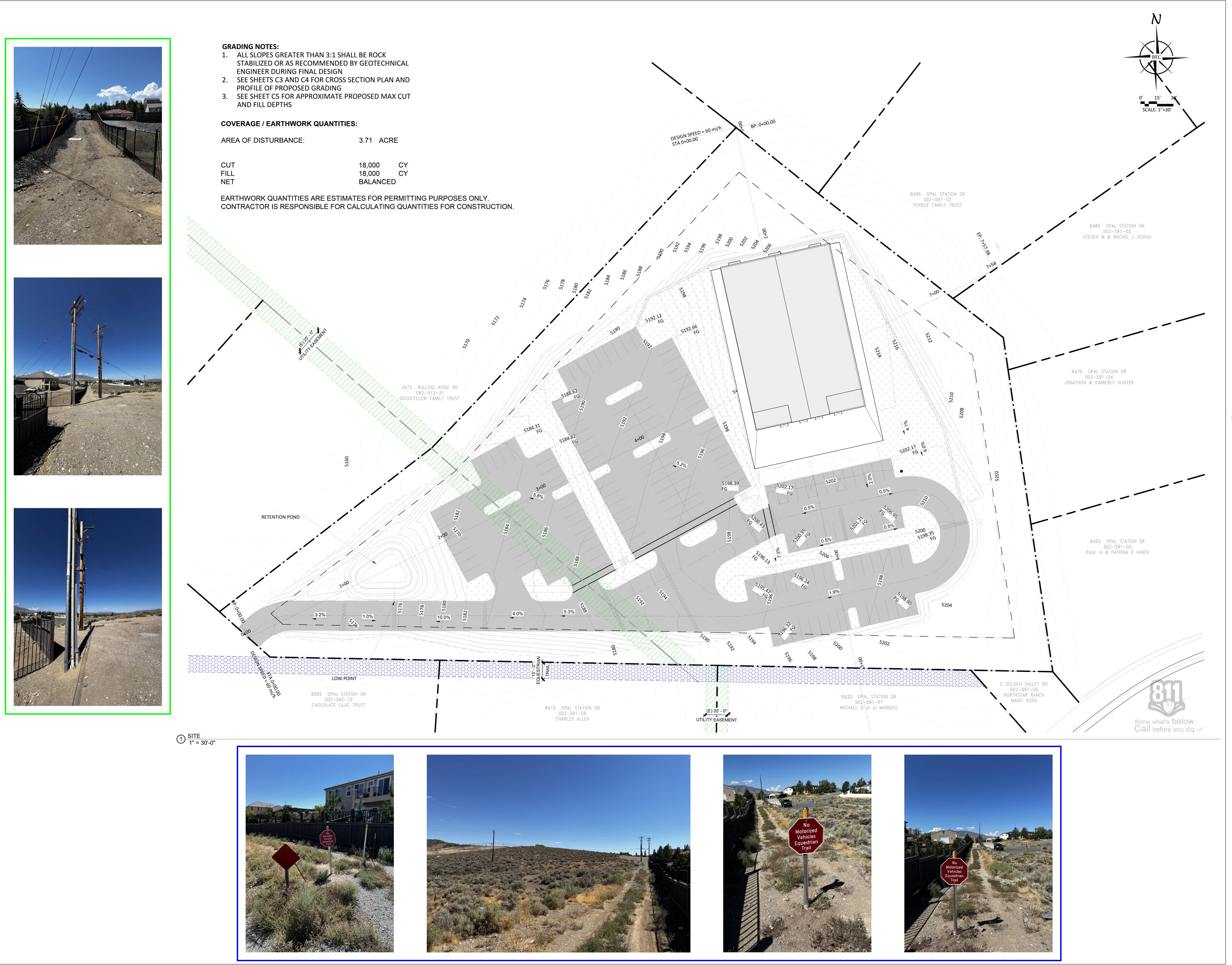




















SANCTUARY OF GOD 882 TREBOL CT SPARKS, NV 89436

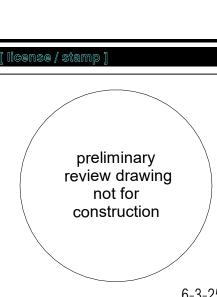
SOG

3485 ROLLING RIDGE RD. WASHOE COUNTY, NV 89506

082-512-32

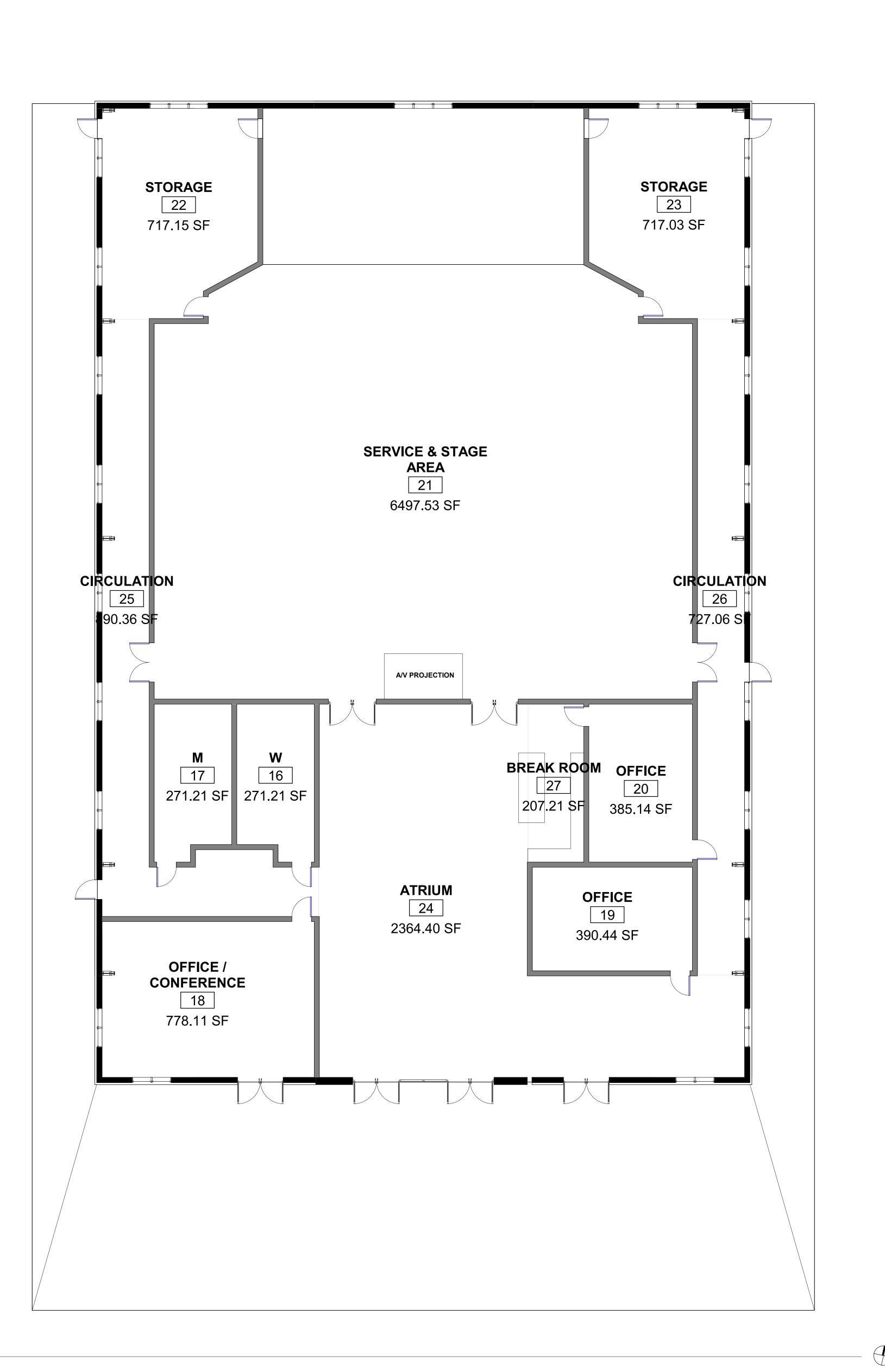
2025\_35
[phase]
SCHEMATIC DESIGN

DATE DESCRIPTION



[ sheet title ]
SITE PLAN

A100









882 TREBOL CT SPARKS, NV 89436

SOG

3485 ROLLING RIDGE RD. WASHOE COUNTY, NV 89506 082-512-32

2025\_35

SCHEMATIC DESIGN NO. DATE DESCRIPTION

preliminary review drawing not for construction 6-3-25

As per NAC 623.780(2), all Drawings and Specifications as instrument of service for this Project are the sole property of KRI Architecture & Design, LLC. They shall be used only with respect to this project. Any use or reproduction of this Drawing in whole or part by any means whatsoever is strictly prohibited, except with the specific written consent of KRI Architecture & Design, LLC.



WINDOWS / STOREFRONT: STANDARD "DARK BRONZE"



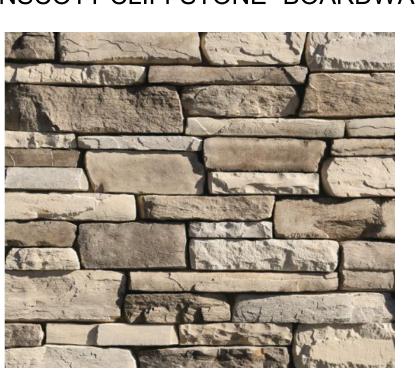
ROOFING - CBC METAL ROOFING: R-PANEL "DESERT SAND"



SIDING-2: JAMES HARDIE PLANK SIDING: SELECT CEDARMILL LAP SIDING "COBBLE STONE"



SIDING-1: ELDORADO STONE:
WAINSCOTT CLIFFSTONE "BOARDWALK"



**ORTH**6" = 1'-0"



1-28-2

[ sheet title ]
ELEVATIONS

 $\frac{\text{EAS}}{3/16"} = \frac{1}{3}$ 

A310

SANCTUARY OF GOD 882 TREBOL CT SPARKS, NV 89436

SOG

3485 ROLLING RIDGE RD. WASHOE COUNTY, NV 89506

082-512-32

preliminary review drawing not for construction

SCHEMATIC DESIGN

321 E. 5th St. I Reno, Nevada 89501 www.kriarchitecture.com







ROOFING - CBC METAL ROOFING: R-PANEL "DESERT SAND"



SIDING-2: JAMES HARDIE PLANK SIDING: SELECT CEDARMILL LAP SIDING "COBBLE STONE"



SIDING-1: ELDORADO STONE: WAINSCOTT CLIFFSTONE "BOARDWALK"





321 E. 5th St. I Reno, Nevada 89501 www.kriarchitecture.com



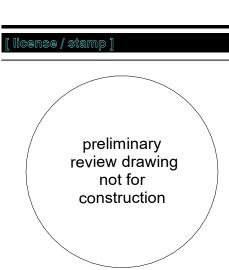




SOG

3485 ROLLING RIDGE RD. WASHOE COUNTY, NV 89506

SCHEMATIC DESIGN



# **Trip Generation Study**

Project: Sanctuary of God Church 3485 Rolling Ridge Rd Reno, NV 89506 Washoe County APN 082-512-32 File No: 235.001

# Prepared by:



# **Heartfelt Engineering, LLC**

PO Box 2457 Carson City, Nevada 89702 <a href="mailto:chris@heartfeltengineering.com">chris@heartfeltengineering.com</a> 775-546-5582

August 28, 2025



Prepared for:

Sanctuary of God Church for submittal to Washoe County, Nevada

# **Executive Summary**

This report is to serve as a Trip Generation Study to adequately show that a full Traffic Impact Study is not required for this project. Per Washoe County requirements, Traffic Impact Studies are required whenever the proposed development project will generate 80 or more peak hour trips as determined using the latest edition Institute of Transportation Engineers (ITE) trip generation rates.

The proposed project (Sanctuary of God Church) is the installation of a new church to be located at 3485 Rolling Ridge Road in Reno, Nevada (rural Washoe County) on Washoe County APN 082-512-32 (located at the end of Rolling Ridge Road). The project consists of an approximate 15,000 square foot building; however, the majority of the building we be dedicated for uses other than the church (storage, private offices, a conference room, etc). Only 6,498.52 square feet is dedicated to church service activities (Service and Stage Area). The church currently meets at other locations, and sees average attendance between 85 and 95 attendees (excluding ten volunteer staff including the pastor and band who arrive onsite in the hour prior to the first service). Church services are held on Sunday mornings, and the other land uses (office / storage / conference room, etc) will only be used outside of church service times (during the weekday, etc). ITE Land Use 560: Church was identified as an accurate land use for this project. Weekday AM and PM Peak Hour Trips, Saturday Peak Hour Trips, and Sunday Peak Hour Trips were reviewed for ITE Land Use 560: Church. As can be expected, Sunday Peak Hour trips for the proposed church use are significantly higher than any other days or times. Based on review of published ITE data, 67.32 peak hour trips can be expected during the Sunday Peak Hour of Generator. This is below the 80 peak hour trip threshold for a Traffic Impact Study. Additionally, if we go by the maximum 95 average attendees, this comes to an estimated 50.35 peak hour trips which can be expected during the Sunday Peak Hour of Generator. This is also below the 80 peak hour trip threshold for a Traffic Impact Study. Reference Attachment 4 of this report for cited ITE Data.

Traffic generated by this new project will have a negligible impact on the adjacent street network, particularly as the peak hours of traffic will occur on Sunday morning.

No changes to the roadway network are required for this project aside from the proposed paved roadway approach off Rolling Ridge Road.

North Valleys High School was identified approximately half a mile west of the project location; however, the need for additional traffic control devices was not identified as a result of this project.

Due to the low number of trips (less than 80 peak hour trips) estimated to be generated by this project, the need for additional traffic analysis is not required per Washoe County Requirements.

Documentation identifying these conditions and the analysis to come to these conclusions have been included in this report. All work and construction shall be done in compliance with any applicable Washoe County standards (as applicable).



# **Conditions of Approval**

Special Use Permit Case Number WSUP25-0013

The project approved under Special Use Permit Case Number WSUP25-0013 shall be carried out in accordance with the conditions of approval granted by the Board of Adjustment on October 2, 2025. 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.

<u>Unless otherwise specified</u>, 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 Northern Nevada Public Health (NNPH), has jurisdiction over public health matters. Any conditions set by NNPH 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 – Eric Young, Senior Planner, 775.328.3613, EYoung@washoecunty.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 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.
- c. The applicant shall demonstrate substantial conformance to the plans approved as part of this special use permit.
- d. The applicant shall submit construction plans, with all information necessary for comprehensive review by Washoe County, and all applicable 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.
- e. 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.

- f. Construction hours are 7am to 7pm Monday through Saturday. Any construction machinery activity or any noise associated with the construction activity are also limited to these hours.
- g. The applicant shall conduct a photometric analysis to confirm and ensure the lighting plan submitted with the building permit conforms with Article 414, Noise and Lighting Standards, and any other applicable county codes.
- h. The applicant shall erect one sign, consistent with Article 505 Signs, of the Washoe County development code, that directs visitors to the site not to park in the Rolling Ridge Road right of way.
- i. Outward facing temporary banner signs are prohibited. Temporary banner signs that are directed internally to the parcel are permitted.

- j. Final Landscape, parking, lighting, and fencing plans shall be in conformance with Washoe County development code articles 406, 410, 412, and 414.
- k. Development of the parcel shall not result in the relocation of existing utility infrastructure in the easement along the south parcel line.
- I. The following **Operational Conditions** shall be required for the life of the business:
  - i. This special use permit shall remain in effect until or unless it is revoked or is inactive for one year.
  - ii. Failure to comply with any of the conditions of approval shall render this approval out of conformance and subject to revocation.
  - iii. The applicant and any successors shall direct any potential purchaser/operator of the site and/or the administrative permit to meet with Planning and Building to review conditions of approval prior to the final sale of the site and/or the administrative permit. Any subsequent purchaser/operator of the site and/or the administrative permit shall notify Planning and Building of the name, address, telephone number, and contact person of the new purchaser/operator within 30 days of the final sale.
  - iv. This special use permit shall remain in effect as long as the religious assembly use is in operation.
- m. The following are conditions provided by the <u>City of Reno</u>, and shall be required to obtain site improvement or building permits:
  - The project proposes to connect to City of Reno sanitary sewer and shall meet Reno sewer standards and not Washoe County sewer standards
  - ii. A maintenance & access agreement/easement will be required for the private sewer to cross private property and connect to the public sewer main
  - iii. A sanitary sewer report will be required if the project proposes installing at least 200 drainage fixture units

# **Washoe County Engineering and Capital Projects**

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

**Contact Name –** Robert Wimer, P.E. (775) 328-2059

### **General Conditions:**

- a. 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.
- b. 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 to be conveyed onto adjacent property.

# **DRAINAGE (COUNTY CODE 110.416, 110.420, and 110.421)**

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

#### Conditions:

- c. A detailed hydrology/hydraulic report, in conformance with the standards included in the Truckee Meadows Regional Drainage Manual, prepared by a professional engineer licensed in the State of Nevada shall be submitted to the Engineering Division for review and approval. The report shall include the locations, points of entry and discharge, flow rates, and flood limits of all 5- and 100-year storm flows impacting onsite and offsite areas and the methods for handling those flows. The report shall include all storm drain pipe and ditch sizing calculations, including a discussion of and mitigation measure design for any impacts on existing offsite drainage facilities and properties. Additionally, any increase in storm water runoff resulting from the development and based upon the 5- and 100-year storms shall be detained on site and attenuated to existing flow rates for discharge to the satisfaction of the County Engineer.
- d. 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:

- e. 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.
- f. Provide documentation of emergency/secondary access to the site to the satisfaction of the County Engineer.
- g. The minimum pavement structural section shall be four inches (4") of asphalt over six inches (6") of granular base for local and collector roadways and five inches (5") of asphalt over six inches (6") of granular base for bus routes and arterial roadways to the satisfaction of the County Engineer. All subgrade materials shall meet a minimum R-Value of 30 to the satisfaction of the County Engineer.
- h. The applicant shall submit a detailed geotechnical analysis and report for pavement design recommendations to the County Engineer for review and approval. The report shall be based on the estimated traffic loading for a 20-year design life and shall include assumptions concerning the distribution of trucks and buses, to include project construction truck traffic. The resultant pavement thickness in the geotechnical analysis shall be used if the report indicates a structural section that exceeds the minimum County standards, if required.
- i. Prior to ground-disturbing activity, a proposed Construction Traffic Haul Route Plan shall be submitted to the Engineering Division for review and approval. Any existing or proposed roads that will be used as construction haul routes and are not designated truck routes shall be evaluated by a geotechnical study to determine the existing structural section and

its load carrying capacity. If the pavement section is inadequate to support the proposed construction loading, the roadway shall be redesigned or reconstructed as needed to provide a 20-year design life in accordance with the AASHTO Interim Guide for Flexible Pavement.

- j. The applicant shall provide temporary traffic control plans for review and approval by the County Engineer prior to commencement of construction.
- k. The applicant shall submit an encroachment and excavation permit application for review and approval for any construction within Washoe County Right of Way.

## **UTILITIES (County Code 422 & Sewer Ordinance)**

Contact Information: Katrina Pascual, P.E. (775) 954-4648

### Conditions:

- I. 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.
- m. Coordinate with the City of Reno to connect to their existing sewer line.

# **Truckee Meadows Fire Protection District**

**3.** The following condition is a requirement of the Truckee Meadows Fire Protection District, which shall be responsible for determining compliance with this condition.

Contact Name – Dale Way; Deputy Fire Chief – Fire Marshal | Truckee Meadows Fire & Rescue, dway@tmfpd.us | Office: 775.326.6000

a. This project shall meet and comply with all requirements of currently adopted TMFPD fire codes, ordinances, and standards at the time of construction to include infrastructure for fire apparatus access roads and water supply. <a href="https://tmfpd.us/fire-code/">https://tmfpd.us/fire-code/</a>

## Parks and Open Space

**4.** Washoe County Parks and Open Space. The following condition is a requirement of Washoe County parks and Open Space, which shall be responsible for determining compliance with this condition.

### **GENERAL CONDITIONS**

Contact Information: Faye-Marie Pekar, Park Planner. (775) 328-3623

- a. The application states that no export or import of material is anticipated with the proposed project. Should importation of earthen materials be necessary, those materials shall be "certified weed free" to prevent the spread of noxious weeds in Washoe County.
- b. All undeveloped disturbed areas of the site, including staging areas, shall be revegetated utilizing a native seed mix approved by Washoe-Storey Conservation District.

\*\*\* End of Conditions \*\*\*