

**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
PLANNING COMMISSION**

Day: Wednesday
Date: July 25, 2018
Time: Beginning at 5:00 pm
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

AGENDA

A. Roll Call, Determination of a Quorum and Pledge of Allegiance

B. Public Comment**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Planning Commission, including any matter that is not specifically included on the agenda as an action item.

C. For Possible Action: Approval of the Minutes – June 27, 2018

D. Modification of Agenda

Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

E. Public Hearing Matters

E.1 AB-18-094 For Possible Action: To make a recommendation to the Board of Supervisors regarding an application from Carson City for abandonment of up to a 20-foot wide public ingress/egress easement from Ash Canyon Road to Wellington South, then north on Wellington West, turning west and ending at the southwest corner of lot 12 of Wellington Crescent Subdivision.

Summary: The subject easement was recorded August 26, 1992 as document number 133478 in Carson City to create a non-exclusive easement to allow members of the public a means of ingress and egress to Ash Canyon. Per the recorded document, the easement was to be rescinded and revoked when an additional means of ingress and egress was dedicated that provides members of the public with an alternate access to Ash Canyon. This alternate access for the public was secured by Carson City, and was recorded August 26, 2003 under document 304501. Therefore, abandonment of the easement is proposed. It is noted the 50-foot private access, public utility easement(s) as well as the 20-foot public water easement are not being abandoned and will remain in effect.

E.2 SUP-18-095* For Possible Action: To consider a request for a Special Use Permit to exceed the number of permitted freestanding signs, to exceed the permitted height for one freestanding sign, and to increase the permitted sign area for a congregate care facility, on property zoned Multi-Family Apartment, located at 1001 Mountain Street, APN 001-201-34.

Summary: The applicant is proposing five freestanding signs, one at each of the three street frontages of the site, and two internal to the site, when one freestanding sign with a maximum square footage of 32 square feet and six foot height is allowed under the Code. The height of one of the street frontage signs is proposed at seven feet four inches. The areas of signage proposed on the freestanding street frontage signs are 16 square feet, 16 square feet and 24 square feet. The two internally located signs are proposed at 28 square feet and 12 square feet. Internal illumination of one internally located freestanding sign is proposed.

E.3 ZCA-18-091 For Possible Action: To make a recommendation to the Board of Supervisors regarding an ordinance amending Title 18 (Zoning), Chapter 18.03 (Definitions) of the Carson City Municipal Code to amend the definition of “guest building”; and amending Title 18 (Zoning), Appendix A (Development Standards), Division 1 (Land Use And Site Design), Section 1.4 (Guest Building Development) of the Carson City Municipal Code to delete the restriction limiting the occupancy of a guest building to family members and non-paying guests, and providing other matters properly related thereto.

Summary: A “guest building” is a secondary residential unit on a residential property. Guest buildings are permitted on residential properties subject to certain requirements, including limitations on size. Current regulations limit the use of guest buildings to the primary resident’s family members and non-paying guests. The proposed amendment would eliminate the limitation on who may occupy a guest building and, therefore, allow an accessory dwelling unit to be occupied by non-family members.

F. Other Action Items

F.1 For Possible Action: To make a recommendation to the Board of Supervisors regarding an amendment to the Planning Commission Bylaws to change the month of election of Planning Commission officers (i.e. Chair and Vice-Chair) from July to January to coincide with the start of Commissioners’ terms.

Summary: The Board of Supervisors recently changed the start of Planning Commissioners’ terms from June to January. The purpose of changing the month in which Chair and Vice-Chair elections are held is to coincide with the start of the Commissioners’ terms.

F.2 For Possible Action: To elect a Planning Commission Chair and Vice-Chair for a term beginning at the Planning Commission meeting of August 2018.

Summary: The Planning Commission Bylaws provides that elections for a Chair and Vice-Chair be held in July to begin serving a one-year term beginning in August. Should the Board approve an amendment to the Bylaws to conduct officer elections in January, the elected officers would serve until the next elections occur per the adopted Bylaws.

**Agenda items with an asterisk (*) indicate that final action will be taken unless appealed or otherwise announced. The Planning Commission’s “ACTION” may include either approval, approval with conditions, denial, continuance, or tabling of an item.*

Appeal of a Commission item: An appeal must be submitted to the Planning Division within 10 days for the Commission’s action. In order to be part of the administrative record regarding an appeal of

an item on the agenda, you must present your comments at the podium or have previously sent correspondence to the Planning Division or have spoken to staff regarding an item on this agenda. For information regarding an appeal of a Commission decision, please contact Lee Plemel, Community Development Director, at 775-887-2180, via e-mail at lplemel@carson.org, or via fax at 775-887-2278.

G. Staff Reports (non-action items)

- G.1**
- Director's report to the Commission. (Lee Plemel)
 - Future agenda items.
 - Commissioner reports/comments.

H. Public Comment**

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of the Planning Commission including any matter that is not specifically included on the agenda as an action item.

F. For Possible Action: Adjournment

**** PUBLIC COMMENT:** *The Commission will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is Carson City's aspirational goal to also provide for item-specific public comment as follows: In order for members of the public to participate in the public body's consideration of an agenda item, the public is strongly encouraged to comment on an agenda item when called for by the Chair during the item itself. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. Comments may be limited to **three minutes** per person or topic at the discretion of the Chair in order to facilitate the meeting.*

For Further Information

If you would like more information about an agenda item listed above, please contact the staff member listed at the end of the particular item in which you are interested at 775-887-2180. Contact Lena Reseck at 775-887-2180 or planning@carson.org if you would like copies of supporting materials for an agenda item. Supporting materials for the meeting are available in the Planning Division office located at 108 E. Proctor Street, Carson City or at www.carson.org/agendas. All written comments to the Planning Commission regarding an item must be submitted to the Planning Division by 4:00 p.m. on the day prior to the Commission's meeting to ensure delivery to the Commission before the meeting.

The Commission is pleased to make reasonable accommodations for members of the public who wish to attend the meeting and need assistance. If special arrangements for the meeting are

necessary, please notify the Planning Division in writing at 108 E. Proctor St., Carson City, Nevada 89701, or call 775-887-2180, as soon as possible.

This agenda has been posted at the following locations:

City Hall, 201 North Carson Street
Carson City Library, 900 North Roop Street
Community Center-Sierra Room, 851 East William Street
Community Development Department, 108 E. Proctor Street
Dept. of Public Works, Corporate Yard Facility, 3505 Butti Way

This agenda is also available on the Carson City Website at www.carson.org/agenda
State Website - <https://notice.nv.gov>