

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

Day: Wednesday
Date: April 24, 2019
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 – March 27, 2019

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. Meeting Items

PUBLIC HEARING

E.1 SUP-17-084-1* For Possible Action: Discussion and possible action regarding a request to modify an existing Special Use Permit (SUP-17-084) to allow for the expansion of the existing daycare facility located at 2321 North Carson Street, APN 002-061-34. (Heather Ferris, hferris@carson.org)

Summary: *The applicant is seeking to expand the existing daycare facility increasing the total square footage from approximately 3,681 square feet to 4,981 square feet and increasing the maximum number of children from 69 to 89.*

PUBLIC HEARING

E.2 AB-18-157 For Possible Action: Discussion and possible action regarding a request for an Abandonment of a Public Right-of-Way of specifically four areas: the Easterly 3.0 feet of Voltaire Street at the area north of West Willow Street and south of West Overland Street; the Southerly 8.0 feet of West Overland Street between Voltaire Street and Cochise Street; the Westerly 3.0 feet of Cochise Street at the area north of West Willow Street and West Overland Street; and all of the 63 feet wide right-of-way of West Willow Street between Voltaire Street and Cochise Street being 44,187 square feet, more or less, adjacent to properties located at 4539 Voltaire Street, 4580 Cochise Street,

4530 Cochise Street, 449 West Willow Street, and West Willow Street at Cochise Street, APNs 009-265-01, 009-265-02, 009-265-03, 009-267-06 and 009-267-07. (Kathe Green kgreen@carson.org)

Summary: *The applicant is seeking to abandon four sections of right-of-way. If approved, three roadway areas would be narrowed and one would be abandoned completely. Voltaire Street would become 60 feet wide north of the existing West Willow Street to West Overland Street, West Overland Street would become 50 feet wide between Voltaire Street and Cochise Street, Cochise Street would become 60 feet wide north of West Willow Street and West Overland Street, and West Willow Street would be abandoned entirely between Voltaire Street and Cochise Street. Per CCMC 17.15, the Planning Commission makes a recommendation to the Board of Supervisors regarding requests for right-of-way abandonment. The Board of Supervisors is authorized to abandon the right-of-way.*

PUBLIC HEARING

E.3 SUP-19-030* For Possible Action: Discussion and possible action regarding a Special Use Permit to continue the use of an existing off-premise (billboard) sign located in General Commercial (GC) zoning at 2794 Highway 50 East, APN 008-161-07. (Kathe Green kgreen@carson.org)

Summary: *Special Use Permits for billboards are valid for five years. To retain the sign, the applicant must request a Special Use Permit. The applicant is requesting to continue the existing billboard in the present location. No changes are proposed for the billboard.*

E.4 MISC-19-047* For Possible Action: Discussion and possible action requesting that the Director investigate the conduct of Brunswick Canyon Materials, LLC relative to Special Use Permit U-79-25, located at 7400 Brunswick Canyon Road, APNs 008-531-44 and 008-531-45. (Hope Sullivan, hsullivan@carson.org.)

Summary: On December 27, 1979, the Planning Commission approved Special Use Permit U-79-25, a special use permit to operate a concrete batch plant, a hot plant operation, and to remove earth products on the subject property. This Special Use Permit includes a condition that states, in part: "Public recreation access through the subject property, on defined roadways, must not be restricted." Allegations have been made that public recreation access has been restricted.

E-5 ZCA-19-048 For Discussion Only: Discussion regarding Nevada Revised Statute 278 and Carson City Municipal Code Chapter 18.02: Administrative Provisions. (Hope Sullivan, hsullivan@carson.org)

Summary: Nevada Revised Statute 278 specifically covers Planning and Zoning. Carson City Municipal Code Chapter 18.02 outlines the administrative procedures for implementation of the zoning ordinance. Staff will provide an overview of these documents.

**Agenda items with an asterisk (*) indicate that final action will be taken unless appealed or otherwise announced. The Planning Commission's "ACTION" may include 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.

F. Staff Reports (non-action items)

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

G. 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.

H. 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 Shelby Johnston 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 <https://carson.org/government/meeting-information/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
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
<https://carson.org/government/meeting-information/agendas>
State Website - <https://notice.nv.gov>