

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

Day: Wednesday
Date: August 26, 2020
Time: 5:00 PM
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

NOTICE TO PUBLIC: The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the Governor’s Declaration of Emergency Directive 006, which has suspended the provisions of NRS 241.020 requiring the designation of a physical location for meetings of public bodies where members of the public are permitted to attend and participate, public meetings of Carson City will NOT have a physical location open to the public until such time this Directive is removed.

Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the Planning Commission and Growth Management Commission meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191.

The public may provide public comment in advance of a meeting by written submission to the following email address: planning@carson.org or via mail to the Planning Division at 108 E. Proctor St., Carson City, NV 89701. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be received by the Planning Division not later than 3:00 p.m. the day before the meeting.

Members of the public who wish to provide live public comment may do so during the designated public comment periods, indicated on the agenda, via telephonic appearance by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.

Join by phone: (408) 418-9388
Access Code: 146 125 3317

PLANNING COMMISSION 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 – July 29, 2020 and August 5, 2020 Workshop

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 LU-2020-0008* For Possible Action: Discussion and possible action regarding a request for a Special Use Permit to expand an existing multi-family residential use from 11 units to 12 units by converting an existing single unit into two units of approximately 1,633 square feet and 1,475 square feet in size, on property zoned Retail Commercial (RC), located at 2610 North Carson Street, APN 001-032-24. (Heather Ferris, hferris@carson.org)

Summary: The applicant is proposing the expansion of an existing multi-family residential use by converting a single large unit into separate upstairs and downstairs units. Each unit is already equipped with its own laundry facilities, HVAC, water heater, bathrooms, and kitchens. Structural modifications to the interior are limited to those necessary to meet the building and fire code to create two separate units. The parking lot will be improved, and new trash enclosures added to the site. Carson City Municipal Code (CCMC) 18.04.030 allows for the expansion of an existing non-conforming use subject to first obtaining a Special Use Permit. Since the existing multi-family residential use is a non-conforming use, the expansion of the use requires the Special Use Permit. The Planning Commission has the authority to approve the Special Use Permit.

PUBLIC HEARING

E.2 LU-2020-0024* For Possible Action: Discussion and possible action regarding a request for a Special Use Permit to modify a municipal well site by adding an emergency backup generator on property zoned Public Regional (PR), located at 2115 Desert Peach Drive, APN 007-521-97. (Hope Sullivan, hsullivan@carson.org)

Summary: Carson City Public Works is proposing to install a diesel generator at the City's Municipal Well 55 site. The improvements would include installing a new generator and fuel tank on a concrete pad. The generator would be approximately 9'-4" tall, 6'-9" wide, and 18'-10" long. The generator will be housed inside a white, level 2, sound attenuating enclosure. The proposed generator will provide emergency backup power to Well 55. The Planning Commission is authorized to approve a Special Use Permit.

PUBLIC HEARING

E.3 LU-2020-0025* For Possible Action: Discussion and possible action regarding a request for a Special Use Permit to modify a municipal well site by adding an emergency backup generator on property zoned Public Community (PC), located at 5355 East 5th Street, APN 010-021-43. (Hope Sullivan, hsullivan@carson.org)

Summary: Carson City Public Works is proposing to install a diesel generator at the City's Municipal Well 41 site. The improvements would include installing a new generator and fuel tank on a concrete pad. The generator would be approximately 9'-4" tall, 6'-9" wide, and 18'-10" long. The

generator will be housed inside a white, level 2, sound attenuating enclosure. The proposed generator will provide emergency backup power to Well 41. The Planning Commission is authorized to approve a Special Use Permit.

PUBLIC HEARING

E.4 LU-2020-0027* For Possible Action: Discussion and possible action regarding a request for a Special Use Permit for a metal storage container on property zoned Public Regional (PR), located at 1860 Russell Way, APN 002-101-91. (Hope Sullivan, hsullivan@carson.org)

Summary: Carson City Parks, Recreation and Open Space seeks to place an 8 foot x 40 foot x 8 foot metal storage container behind the Multipurpose Athletic Center. The container will be utilized for storage. The Planning Commission is authorized to approve a Special Use Permit.

PUBLIC HEARING

E.5 LU-2020-0030* For Possible Action: Discussion and possible action regarding a request for a Special Use Permit for a 3,000 square foot, four bay, equipment storage building on property zoned Public Regional (PR), located at 3303 Butti Way, APN 010-031-04. (Heather Ferris, hferris@carson.org)

Summary: Carson City Public Works is proposing to construct an equipment storage building at the Carson City Corporation Yard. The equipment storage building will include 4 bays and be approximately 3,000 square feet in size. The Planning Commission is authorized to approve a Special Use Permit.

PUBLIC HEARING

E.6 LU-2020-0028* For Possible Action: Discussion and possible action regarding a request for a Special Use Permit for a 42 single family residential attached development on property zoned Neighborhood Business (NB), located at Emerson Drive just north of College Parkway, APN 002-751-07. (Heather Ferris, hferris@carson.org)

Summary: Carson City Municipal Code (CCMC) 18.04.120 allows a residential use in the Neighborhood Business zoning district as a conditional use. As it is a conditional use, it may only be established upon approval of a Special Use Permit by the Planning Commission. The applicant is also proposing a Tentative Subdivision Map (SUB-2020-0008) to create 42 single family lots. The Planning Commission is authorized to approve a Special Use Permit.

PUBLIC HEARING

E.7 LU-2020-0029* For Possible Action: Discussion and possible action regarding a request to amend a Special Use Permit (LU-2019-0080) to allow tandem parking on property zoned Neighborhood Business (NB), located at Emerson Drive just north of College Parkway, APN 002-751-07. (Heather Ferris, hferris@carson.org)

Summary: On January 29, 2020 the Planning Commission approved a Special Use Permit to allow for tandem parking (tandem 2-car garage with an additional driveway space and on-street parking for guests) in conjunction with a 37-unit single family residential development (TSM-19-165 and SUP-19-165). The applicant is now requesting an amendment to allow Tandem Parking (1-car garage with an additional driveway space and on-street parking for guests) for a new 42-unit single family attached development (LU-2020-0028 and SUB-2020-0008). The Planning Commission is authorized to approve a Special Use Permit.

PUBLIC HEARING

E.8 SUB-2020-0008 For Possible Action: Discussion and possible action regarding a Tentative Subdivision Map to create 42 single family lots on a 5.5-acre parcel zoned Neighborhood Business (NB) known as Emerson Cottages, located on Emerson Drive, north of College Parkway, APN 002-751-07. (Heather Ferris, hferris@carson.org)

Summary: The applicant is proposing to subdivide 5.5 acres into 42 lots for attached single family residential development, with a minimum lot size of 2,524 square feet. and an average lot size of 3,416 square feet. The Board of Supervisors is authorized to approve a Tentative Subdivision Map. The Planning Commission makes a recommendation to the Board.

PUBLIC HEARING

E.9 ZA-2020-0006 For Possible Action: Discussion and possible action regarding recommendations to the Board of Supervisors concerning an ordinance related to hemp cultivation, amending Title 18 (Zoning), Chapter 18.03 (Definitions) to amend definitions related to hemp; amending Chapter 18.04 (Use Districts) to establish in which zoning districts hemp cultivation is permitted as a primary or conditional use; and amending Title 18 Appendix (Development Standards), Division 1 (Land Use and Site Design) to add Section 1.21 (Hemp Cultivation) to establish development standards for hemp cultivation. (Lee Plemel, lplemel@carson.org)

Summary: The Board of Supervisors adopted a moratorium on the cultivation of hemp, including the drying of hemp plants, on May 7, 2020, in order to give City time to develop appropriate regulations for such operations, including location and operational standards. Federal and Nevada laws allow the cultivation of hemp and manufacturing of certain products from hemp. Though similar in appearance, hemp has different characteristics than cannabis (marijuana) and is regulated separately from cannabis. The purpose of this item is to develop regulations related to the cultivation of hemp.

**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 LIMITATIONS – Planning Commission, as called to order, will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. Although it has been the ordinary practice of these public bodies to provide an opportunity for additional public comment during each specific item designated for possible action on the agenda, public comment will be temporarily limited to the beginning of the agenda before any action is taken and again at the end before adjournment. This policy will remain effective during the period of time the State of Nevada is under a State of Emergency as declared by the Governor due to the COVID-19 pandemic and is intended to achieve the efficient conduct of meetings while facilitating public participation via telephonic means. 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. The Chairman, also retains discretion to only provide for the Open Meeting Law’s minimum public comment and not call for or allow additional individual-item public comment at the time of the body’s consideration of the item when: 1) it is deemed necessary by the chair to the orderly conduct of the meeting; 2) it involves an off-site non-action facility tour agenda item; or 3) it involves any person’s or entity’s due process appeal or hearing rights provided by statute or the Carson City Municipal Code.*

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 Damron 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 3:00 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 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.

NOTICE TO PUBLIC: In accordance with the Governor’s Emergency Declaration Directive 006 suspending state law provisions requiring the posting of public meeting agendas at physical locations.

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